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Revised 6/13/2024

Archie P. Chaisson III, Parish President

Permits and Planning

RESIDENTIAL METAL STORAGE SHED BUILT ON-SITE BEHIND DWELLING

FEE .20 SQ. FT. (MINIMUM \$50.00) PERMIT IS REQUIRED BEFORE STORAGE SHED IS BUILT

Permit Application Checklist:

- Verify address with Melanie O'Gwynn – 985-537-7603
- **Elevation Requirement** – Will shed be built in a special flood hazard area & meet elevation requirement?
 - 1. Yes** – Submit 1st elevation certificate to show existing ground elevation. (Electric & Plumbing needed)
 - If existing ground **meets** elevation:
 - * only final elevation certificate required after finished construction _____ (initial)
 - If 1st ground elevation is **lower** than required:
 - * form shot (2nd elevation certificate) & final elevation certificate required _____ (initial)

2. No – Contact Jennifer Smith at 985-537-7603 before applying for your building permit for construction & venting requirements. You will need to provide what type of vents you are using.

NOTE: Sheds that will be vented will be required to add a NON-CONVERSION agreement to your Act of Cash Sale of your property. The recording fee will be an additional \$105.00.

If the customer needs only electricity attached to shed an Elevation Certificate will be required to prove the electric meets the required elevation.

- Elevation Certificate will not be required if the structure does not have electric or plumbing.

OR

3. B or C Zone – Signed affidavit required (on website under Supplemental Forms)

Note: If flood zone unknown, please contact Jennifer Smith at 985-537-7603..

- Complete Permit Application (on website)
- Site plan (drawing showing location of building on lot, lot size & dimensions on all sides, distance of building from all property lines, and the outline of the building)
- Floor plan of interior of building.
- Land verification (Copy of Act of Cash Sale, Donation, or Succession) or Parcel # from Assessor's Office – 985-447-7242
- Foundation plan designed to the 2021 IRC (Needs to be engineered)
- 1 complete set of stamped plans, 11" x 17" (must meet La. State Uniform Construction Code and wind load requirements) **NOTE-** Plans should also include wind load information or garage or roll up door(s). These door(s) must meet the minimum wind requirement for the area the building is being built.
- Contract or purchase agreement
- Copy of residential contractor's license or Exemption from Licensure form for self-contracting (form on website)

If shed is less than 200 sq ft & roof pitch less than 7:12 with no utilities, no plan review or inspections required.

All FEMA regulations will still apply

If electric is needed, a separate trade permit will be required and you may need Elevation Certificates for project.

Note: If plumbing will be installed in shed, you will need approval from the Board of Health.

Signature _____ Date _____

NOTES: Inspections are required for all aspects of this job, unless otherwise specified. Other information may be required to complete your permit. Payment may be made by check, money order, or credit card.