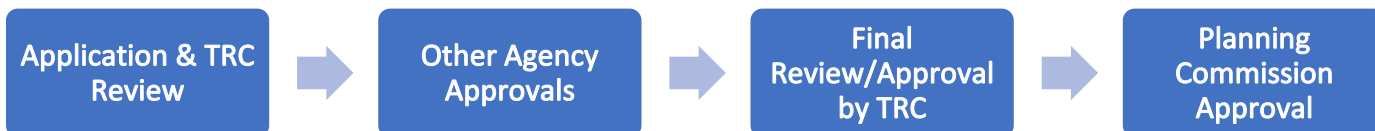


General Commercial Developments

Section 36-116 through Section 36-121



TRC Application Requirements-

- _____ 1. Application
- _____ 2. Letter of Intent
- _____ 3. Deed/Proof of Ownership
- _____ 4. Site Plan and Infrastructure Designs (if applicable)
- _____ 5. Other Agency Approvals (if have at time of submission)

Site Plan/Plat Requirements:

- _____ 1. Vicinity Map
- _____ 2. Total Number of Acres
- _____ 3. North Point, Scale, and Date
- _____ 4. Ingress and Egress for Driveways
- _____ 5. Typical section for roads and parking to include all asphalt or concrete pavement sections, culvert inverts, and grading
- _____ 6. Sewer facilities, water facilities, fire hydrants, and any other utilities
- _____ 7. Wetland designated areas as applicable.
- _____ 8. Flood zone and floodway boundaries. Map panel number, date, and BFE.
- _____ 9. Privacy fence; 8' solid fence within 1' of property line between residential areas
- _____ 10. Legal description
- _____ 11. Signature lines for Planning Director, Parish Engineer, Planning Commission Chair

Other Agency Approvals:

- _____ 1. Drainage Approval
 - _____ Over 2 acres Drainage District Approval
 - _____ Less than 2 acres Parish Engineer Approval (during TRC)
- _____ 2. Wetland Jurisdictional Determination (JD) letter or Wetlands Permit and Endangered Species Determination
- _____ 3. LDH-Health Letter
- _____ 4. DEQ SWPPP NOI
- _____ 5. DOTD Approval if on State Hwy or within DOTD distance requirements
- _____ 6. Traffic Impact Study per Parish Engineer

****In order to move forward all TRC comments must be cleared/approved*

**Final TRC Approval then
Planning Commission Public Hearing Set**



Planning Commission Public Hearing-

- _____ 1. Site sign requirements (14 days prior to PC public hearing)
- _____ 2. If approval is granted construction permit can be applied for through the Permit Office

Sign Requirements:

The minimum sign dimensions and installation are as follows:

- a. White sign must be a minimum of four by eight feet (4' X 8').
- b. Minimum of four-inch (4) high letters.
- c. Located with no obstructions within twenty-five (25) feet of each public right-of-way on which the tract of the proposed development fronts.
- d. Multiple signs may be required at corner sites.

Sign information must be verified by Tangipahoa Parish Planning Department prior to printing and installing at site.

Once sign is in place a time stamped photo must be emailed to planning@tangipahoa.org for verification to be made.

SIGN EXAMPLE

Commercial Business Name
Total Number of Lots/Units
Developer Name and Phone Number

DRAINAGE DISTRICT HEARING DATE: _____ TIME: _____
Location Address: _____

PLANNING COMMISSION HEARING DATE: _____ TIME: _____
Location Address: _____



Decision by Planning Commission

Sec. 36-116. General Commercial Property Development Standards.

- A. General commercial property developments include, but are not limited to, all of the following: hotel, motel, rental property for nonresidential businesses, religious, nonprofit, public projects, institutional, and industrial developments, schools, hospitals, manufacturing plants, shopping centers, etc., and shall be referred to herein as commercial developments. General commercial property developments are required to meet the provisions of this section, unless otherwise specified in this chapter. This excludes special use residential commercial developments as identified in section 36-114.
- B. Commercial property site plans must include the following details, unless otherwise specified in this chapter.
1. A vicinity map;
 2. Total number of acres;
 3. North point, scale and date;
 4. Must show ingress and egress for driveways;
 5. A typical design section for roads and parking to include all asphalt or concrete pavement sections, culvert inverts, and grading as applicable;
 6. Sewerage facilities, water facilities, fire hydrants, and any other utilities;
 7. Wetlands designated areas, as applicable;
 8. Flood zones, as per FIRM with community, panel and date, base flood elevation, if applicable;
 9. Privacy fence or natural barrier as necessary to separate incompatible land uses, if required;
 10. Property location or description including section, township and range; boundaries of property, boundaries of incorporated areas or other established districts, ditches, watercourses and any other features or physical conditions of the property; and
 11. Place for signature of the following:
 - a. Community development director. Planning Director (Ord 21-88 1/10/2022)
 - b. Parish engineer.
 - c. Planning commission chairman, if applicable.
- C. Other local, state or federal commercial property required approvals needed:
1. Drainage plan or approval letter from drainage district;
 2. Wetland jurisdictional determination (JD) letter or wetlands permit and endangered species determination as per drainage standards;
 3. LDH-health letter; and
 4. DEQ SWPPP.
- D. Traffic study for parish roads and/or DOTD approved permit. As determined by Parish Engineer A minimum of a 25-foot buffer area shall be established and maintained between conflicting uses caused by the location of a new commercial development being constructed or expanded adjacent to property

being used for residential purposes unless approved by the parish planning commission. No building or permanent structure shall be located within this buffer area. The buffer area may be used for parking, underground utilities, drainage, green area (landscaping and planting), and access.

(Ord 21-88 1/10/2022) (Ord. No. 20-19, § 17-5.6, 6-22-2020; Ord. No. 20-45, § 17-5.6, 10-13-2020)

Sec. 36-117. General Commercial Property Development Setbacks and Buffer Areas.

A. Building Side and Rear Setbacks - (Ord 22-03 2/28/2022)

- Twenty-five feet (25') side and rear setback is required for all commercial buildings.
- Setbacks are measured from right-of-way lines. In cases when the right-of-way lines cannot be determined, setback line will begin 18 inches behind the backslope of the drainage ditches.
- Ten feet (10') from property line shall remain a greenspace buffer. Utilities and drainage infrastructure may be placed within this ten foot (10') greenspace.
- The remaining fifteen feet (15') of the setback may be encumbered with driveways, parking lots, or other appurtenances as needed and as approved by the parish engineer.
- In no cases shall the remaining fifteen feet (15') be encumbered with a building, shed, inhabitable structure and/or uninhabitable structure.

B. Building Front Setback - (Ord 22-03 2/28/2022)

- Fifty feet (50') front setback required for all commercial buildings
- Setbacks are measured from right-of-way lines. In cases when the right-of-way lines cannot be determined, setback line will begin 18 inches behind the backslope of the drainage ditches.
- Twenty feet (20') from right-of-way line shall remain a greenspace buffer. Utilities and drainage infrastructure may be placed within this twenty foot (20') greenspace
- The remaining thirty feet (30') of the setback may be encumbered with driveways, parking lots, or other appurtenances as needed and as approved by the parish engineer
- In no cases shall the remaining thirty feet (30') be encumbered with a building, shed, inhabitable structure and/or uninhabitable structure

C. The buffer area shall be established and maintained by the owner of the property on which the new developments are established. (Ord 22-03 2/28/2022)

D. The buffer area shall also have an eight-foot-high solid fence or other approved barrier between residential areas and these developments. This fence shall be located within one foot of the property line. (Ord 22-03 2/28/2022) (Ord. No. 20-19, § 17-5.7, 6-22-2020)

Sec. 36-118. Other improvement standards for commercial property developments.

- A. For any proposed development to be located on a corner lot where one side fronts onto a parish road and another side fronts onto a state highway, the entrance and exits must be located onto the state highway. A waiver for this requirement may be requested by the developer. To be considered for this waiver, the office of community development must receive a written request from the developer. Once the request is received, an approval signature of the district councilmember where the proposed development is to be located must be obtained before a waiver may be granted.
- B. Any change in usage of commercial property shall be submitted to show proposed usage to the parish engineer/drainage district director, the parish building official and the community development director for approval. Any of these parish representatives may require and enforce eight-foot-high solid fencing for commercial developments.
- C. Additions or modifications to existing commercial developments may qualify for an exemption from the requirement for preparing a drainage and/or floodplain impact study, depending upon the projected flood hazards and approval by the parish engineer/drainage district director, the parish floodplain administrator and the community development director. Additions or modifications may also have the required traffic impact study waived administratively upon approval of the parish engineer, the parish building official and the community development director. All waiver requests must have the signature approval of the district councilmember where the development is located. (Ord. No. 20-19, § 17-5.8, 6-22-2020)

Sec. 36-119. General commercial property development exemptions.

- A. Remodeling or renovation of existing developments for the interior of a structure and which does not expand the footprint of the structure nor change any impact on the layout of the development may have the above requirements in sections 36-116 to 36-118 reviewed administratively by the parish building official only.
- B. Any new commercial developments that are relatively small in size may have the requirements of sections 36-116 to 36-118 reviewed administratively at the discretion of the parish engineer/drainage district director, parish building official and the community development director.
- C. Any new commercial developments that are relatively small in size may have the requirements of sections 36-116 to 36-118 waived upon signature approval of district councilmember where the proposed development is to be located.
- D. For developments to be considered for administrative approval or waiver approval requests, the office of community development must receive a written request from the developer and the signature of the district councilmember where the proposed development is to be located. (Ord. No. 20-19, § 17-5.9, 6-22-2020; Ord. No. 20-45, § 17-5.9, 10-13-2020)

Sec. 36-120. General commercial property development submittals.

- A. Commercial property developments to be heard by the planning commission must receive approval of proposed plans by staff through a technical review of plans before being placed on the planning commission agenda. All requested plans and/or impact studies or any revisions required by the technical

review must be received by the office of community development-planning department office no less than 14 days prior to the planning commission meeting in order for the development to be placed on the planning commission agenda for consideration.

- B. All developments seeking planning commission approval may be required to provide a proposed site plan detailed for construction as per section 36-116(b), along with all other documents listed therein at time of application for review.
- C. All applications placed on the agenda for consideration by the parish planning commission must have a representative for the development in attendance at the public hearing planning commission meeting.
- D. Upon receipt of the proposed site plan, and any required studies, the development may be placed on the planning commission agenda for a public hearing. After the planning commission has held a public hearing they will approve, approve with stipulations, defer or deny the proposed plans. Once proposed plans are approved, the plans may be submitted to the community development office for review and approval signatures as required.
- E. No work is to be started on development site, including dirt or foundation work, until approval is obtained.
- F. Once all requested infrastructure studies, construction plans along with a stormwater management plan and a detailed site plan are approved by the planning commission or planning department, the site construction can begin. Approval for site construction shall expire after 12 months unless extended by the planning commission.
- G. Once commercial development plan approval has been obtained, a building plan review must be conducted, and a fire marshal life safety letter must be provided to the parish building official. A certificate of occupancy may not be given unless all phases of on-site inspections of the structure have been made by representatives of the parish and approved by the parish building official. (Ord. No. 20-19, § 17-5.10, 6-22-2020; Ord. No. 20-45, § 17-5.10, 10-13-2020)

Sec. 36-121. General commercial property development notifications.

- A. At least 14 days prior to the planning commission meeting at which approval is being sought, the developer shall erect a four-foot by eight-foot black and white sign with a minimum of four-inch high letters located with no obstructions within 25 feet of each public right-of-way on which the tract of the proposed development fronts.
- B. The bottom of the sign shall be at least four feet from the ground. Twenty-five percent of the sign may be dedicated for advertising purposes and graphics, provided such area is contiguous.
- C. The sign shall be erected at least 14 days prior to the planning commission meeting at which the development is to be considered. The sign shall be titled "A Commercial Development Is Proposed for This Site" and shall contain the following information:
 - 1. A statement of the type of commercial property development.
 - 2. Developer/owner's name, address and phone number.
 - 3. Number of proposed commercial units.
 - 4. Number of acres in the development.
 - 5. Date, time, and location of public hearing by planning commission.

(Ord. No. 20-19, § 17-5.11, 6-22-2020)

COMMERCIAL DEVELOPMENT APPLICATION



NAME OF DEVELOPMENT/BUSINESS:

Date: _____

Check type of development applying for below:

Retail Business Owner-operated Business Industrial Non-profit Amendment to Existing

.....
Please type or print all information below: An incomplete application will not be accepted:

OWNER(s)

APPLICANT (if different from Owner)

Name: _____

Name: _____

Address: _____

Address: _____

City: _____ ST _____ ZIP _____

City: _____ ST _____ ZIP _____

Phone: C _____ Wk _____

Phone: C _____ Wk _____

Email: _____

Email: _____

.....
PROPERTY INFORMATION

Location (Hwy/Rd) _____

City: _____ ST _____ Zip _____

Assessment: # _____ Acreage (total) _____ Lots: _____

Section (s) _____; Township: _____; Range: _____

.....
SURVEYOR or ENGINEER INFORMATION

Company Name: _____

Engineer: _____ Surveyor: _____

Phone: Wk: _____ Cell: _____ Fax: _____

Email: _____

*I am requesting approval to development the above referenced parcel of property into **a development** as represented on the attached survey plat. I attest that all required minimum standards are met and information I have provided to be true and accurate. I certify that I am the legal owner of this property or have been designated by the owner, as per accompanying affidavit or contract, to make this request on owner's behalf.*

Signature

Date

Print name here if different than Owner: _____

.....
OFFICE USE ONLY:

ACCEPTED BY: _____ DATE: _____

DATE 1st REVIEWED BY TRC: _____

APPROVED BY: ___ TRC ___ PC APPROVAL DATE: _____

COMMENTS: _____ FEE: N/C



STATE OF LOUISIANA
 DEPARTMENT OF ENVIRONMENTAL QUALITY
 MAIL COMPLETED FORM TO:
 Office of Environmental Services, Water Permits Division
 Post Office Box 4313
 Baton Rouge, La 70821-4313
 Phone#: (225) 219-9371 Fax# (225) 219-3309

**REQUEST FOR PRELIMINARY DETERMINATION (RPD)
 OF LPDES PERMIT ISSUANCE FOR NEW OR INCREASED
 DISCHARGES TO WATERS OF THE STATE**

The RPD is for facilities that do not have a current LPDES permit and the project will result in a future wastewater discharge other than construction stormwater (e.g. exterior vehicle washwater, treated sanitary wastewater, process wastewater, etc.) or for facilities that have a current LPDES permit which will require a modification for an increased or additional wastewater discharge.

Please note that if you have been required to obtain permit coverage from LDEQ, submitting this form WILL NOT grant you permit coverage. Please visit <http://deq.louisiana.gov/page/lpdes-water-permits> to obtain a permit application to adequately address your discharge permit needs.

Also, note if you have already submitted a permit application to the Department or are planning on submitting a permit application to the Department with this form, this RPD form is not necessary. Please only submit the permit application form.

SECTION I – FACILITY INFORMATION

A. Company Name _____
 Mailing Address _____
 City _____ State _____ Zip _____
 Phone _____ e-mail _____
 Permit No. _____
 (if applicable) _____
 AI# (if applicable) _____
 If the wastewater treatment facility is to be owned and/or operated by a separate entity once constructed, please provide contact information for that entity.

B. Name and Address of responsible representative who completed the request for preliminary determination:
 Name and Title _____
 Company _____
 Address _____
 phone _____ email _____

SECTION II – SITE INFORMATION

A. Name of Project _____
 B. Physical Location of Project _____
 City _____ Zip code: _____ Parish _____
 Latitude ____ deg. ____ min. ____ sec. Longitude ____ deg. ____ min. ____ sec.
 C. Anticipated Date of Discharge _____

SECTION II – SITE INFORMATION (continued)

- D. Facility type: _____
- E. Type of discharge(s): _____
- F. Volume of discharge(s): _____
- G. If residential, please complete the following:
- | | | | |
|--|-------|--------------------------------|-------|
| No. Phases/Filings in Development | _____ | Total No. of Planned Dwellings | _____ |
| Size of Treatment Plant after all Phases/Filings are complete (in gpd) | _____ | | |
- H. If community/municipal wastewater treatment is available, please explain why you are not connecting to the existing treatment facility?

SECTION III – SITE DISCHARGE INFORMATION

Indicate how the storm water run-off reaches state waters (named water bodies). This will usually be either *directly*, by *open ditch* (if it is a highway ditch, indicate the highway), or by *pipe*. Please specifically name all of the minor water bodies that your discharge will travel through on the way to a major water body. This information can be obtained from U.S.G.S. Quadrangle Maps. Maps can also be obtained online at <http://map.deq.state.la.us/>. Private map companies can also supply you with these maps. If you cannot locate a map through these sources you can contact the Louisiana Department of Transportation and Development at the address on the first page of this form.

By _____ (effluent pipe, ditch, canal, etc.);
thence into _____ (next larger named water body);
thence into _____ (named bayou, creek, stream, etc.)

SECTION III – SITE MAP

Attach to this form a topographic map which has been highlighted to show the proposed path of the wastewater from the proposed facility to the first named waterbody. Include on the map the area extending at least one mile beyond your property boundaries. Indicate the outline of the facility and the location of each proposed discharge structure. **THIS MUST BE ATTACHED TO THE RPD IN ORDER FOR THE FORM TO BE CONSIDERED COMPLETE!**

SECTION IV – CERTIFICATION

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who are directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations.

Print Name _____ Date _____

Signature _____



Permits Office/District 62
685 N. Morrison Blvd.
Hammond, La. 70401

John Bel Edwards, Governor
Shawn D. Wilson, Ph.D., Secretary

Directions to access permits and temporary traffic control (TTC) sheets online and steps to follow

1. Computer and internet access: search "ladotd".
2. LaDOTD – Louisiana wwwsp.dotd.la.gov should be the first option. Select.
3. Look for the orangey-yellow "How Do I?" box on the left side. Click.
4. The 4th option down...select "Get a permit?"
5. Select the 2nd option in the list: "Driveway, Right of Way & Traffic Engineering Projects".

Traffic Engineering Permits

Access Connections: Select "Click here" in the yellow box on the right...next to "Traffic Engineering Permits".

Access Connection Permit Residential and Non-Commercial Agriculture (single-family...)

- Complete the information in the blue shaded boxes on the application. Print all pages of the application.
- Provide a survey plat of your land showing the frontage length along the highway and the depth of the property.
- Stake out where the driveway will be.
- Mail application and survey plat to the address below.

Preliminary Access Connection – Traffic Generator Only (commercial, 6+ home sub-division, ...)

- Complete the information in the blue shaded boxes. Print all pages of the application.
- Contact to discuss other requirements necessary to submit with the application.

Request for Re-evaluation – Traffic Generator (remodeled, reconstructed, redeveloped)

- Complete the information in the blue shaded boxes. Print all pages of the application.
- Contact to discuss other requirements necessary to submit with the application.

Right-of-Way Permits

Utility Permits: From step 5 above, the Utility permit is the 12th blue link in the Permit Title list.

- Complete the information in the blue shaded boxes. Print all pages of the application.
- Three (3) copies of the drawings must accompany the utility permit application.
- Pipe data sheet (current version updated 01/17): from step 5 above, the Pipe Data Sheet is the 14th blue link in the Permit Title list.
- Mail to the address below.

Project Permits: From step 5 above, the Project permit is the 8th blue link in the Permit Title list.

- Complete the information in the blue shaded boxes. Print all pages of the application.
- Three (3) copies of the drawings must accompany this permit application.
- Contact to discuss other requirements necessary to submit with the application.

Temporary Traffic Control (TTC) sheets and Hold Harmless agreement:

- From Step 3 above, the 5th option down .select "Find a form or publication?"
- In the right column, find and select "Standard Plans/Special Details"
- Disclaimer will appear. Choose "Accept"
 - In the Standard Plans section, the last choice is "Temporary Traffic Control". All sheets are watermarked, signed, and stamped by one of our engineers. To use the TTC sheets, you will need to complete a Hold Harmless Agreement. Steps follow ...
 - Blue column on the left side, choose "Public Records/Hold Harmless." The Hold Harmless Agreement (2016) is the 2nd choice.

If you have any other questions or concerns, call Ernie or Scott in Permits at the number below.

Ernie Matherne - St. Tammany, St. John, Washington - 985-375-0130
ernest.matherne@la.gov
Scott Puls - Livingston, Tangipahoa, St. Helena - 985-375-0135
scott.puls@la.gov

Mailing & Physical address:
LA DOTD District 62 Permits
685 N. Morrison Blvd.
Hammond, LA 70401

DISTRICT 62 COMMERCIAL DRIVEWAY CHECKLIST

Plan view:

1. North Arrow
2. Boundary Survey with Property lines up to highway right of way (distance shown)
3. Site plan of layout of driveway (width, radius, and pipe size & length) Include all planned buildings (square ft), on-site parking, on-site vehicle circulation plan, and phased construction plans. Amount & Frequency expected Heavy Commercial Vehicle Access.
4. Area map of location of driveway with distances from other driveways on the highway of existing access connections on both sides of the Highway including the distance in all directions from the center of Driveways/Streets to your Access point.
5. Driveway striping and regulatory signage (if applicable)
6. Driveway width: 22ft min. 36ft max. Boulevard: 6 ft median, 12 ft max lane
7. Driveway shall be squared up with highway.
8. Radius required: 25 ft min. (traffic & no trucks), max based on design vehicle
9. Distance to other improvements: 25 ft min. required hard-surface materials for the driveway from edge of travel lane to right of way.
10. Roadway showing all dimensions: Shoulders, striping, and travel lanes along with intersections within 500 ft (Including driveways) also, La. / US routes identified.

Miscellaneous:

11. All curb is to conform to DOTD Standard Plans for driveways unless specifically approved.
12. If the route is under construction a "Letter of No Objection" from the contractor is required.
13. The property owner must sign the permit application or a "Letter of Authorization" signed by the owner must accompany the permit.
14. A permit is required to be submitted prior to: meetings, a traffic impact study to be reviewed.
15. All information must be legible.
16. 3 copies of the plans must accompany the signed permit. Limit size 11" by 17"
17. Permit is valid for 1 year.
18. The District Personnel (noted on the permit) is to be notified prior to and upon completion of work and an approved copy of the permit must be present on jobsite.
19. If work is performed by a licensed Engineer, all final documents must be stamped, signed, and dated.
20. To Accompany any other verbiage reference: LAC Title 70, Part 1, Chapter 15

PERMITS

Ernie Matherne – St. Tammany, St. John, Washington - 985-375-0130 ernest.matherne@la.gov

Scott Puls – Livingston, Tangipahoa, St. Helena - 985-375-0135 scott.puls@la.gov

- Please cc the permit specialist when corresponding with Traffic or Hydraulics regarding comments.

LaDOTD Permit # _____ Date Permit Issued: _____
 Date Permit Entered/Initials: _____ Construction Must Begin By: _____

State of Louisiana
 Department of Transportation & Development
ACCESS CONNECTION PERMIT CERTIFICATE

FOR USE FOR SINGLE FAMILY RESIDENTIAL & NON-COMMERCIAL AGRICULTURE ACCESS CONNECTION PERMITS ONLY.

Single-Family Residential Access Connections: *single family residential—1 to 5 homes on a single access connection (Six or more residences on a single shared access or a single property subdivided for multiple homes must apply as a multi-family residential commercial access.); residential sporting and recreation camps (Fulltime or part-time residential camps used for hunting, fishing, etc.)*

Non-Commercial Agricultural Operations: *unimproved land (farm, pasture, or wooded; passenger vehicle or farm equipment access and use only)*

TO BE COMPLETED BY THE PROPERTY OWNER:

Property Owner's Name: _____
 Physical (911) Address of Property: _____
 City: _____ State: _____ Zip: _____
 Proposed Use of Property:
 Single-Family Residential Non-Commercial Agricultural
 State Highway Adjacent to Property (Hwy. #): _____ Parish: _____
 Property located on the (circle one) N S E W side of the highway _____ miles (circle one) N S E W
 From (nearest LA/US route # or other major roadway) _____
 Specific Requests Regarding Location, Size, Materials, Landscaping, Etc.: _____

Control Section: _____ Log Mile: _____ Latitude: _____ Longitude: _____
 Property Frontage along Highway (ft.): _____ Depth of Property (ft.): _____
 Apparent Right-of-Way (ft.): _____ Current Highway Surface Material: _____
 Approved Driveway Material (within limits of the ROW): _____
 Culvert Size: Dia. (in.) _____ Length (ft.) _____ Material Type _____
 Driveway Width _____ ft. Radius of Driveway _____ ft. (see attached standard)
 Hydraulic Review: Not Required Required – Approved on _____ by _____
 La DOTD Access Connection Detail to Be Used for Construction: _____ Notes: _____
 Other permits related to this property: _____
 Driveway Sharing: Not Required Required –Attached signed agreement.
 Details: _____

 Cattle Guards: Not Applicable Subject to the following conditions: _____

Construction of Access Connection shall be subject to the following additional restrictions:

Temporary Permit? No Yes. Terms: _____

Additional Provisions:

1. All documentation associated with this permit shall remain attached to this Permit Certificate and shall at all times be available for review, when requested, by a representative of the Louisiana Department of Transportation and Development.
2. All signed and stamped plans associated with this permit which are affixed with the LaDOTD Permit # shall remain with this permit and shall at all times be kept on the job site. If requested by a representative of the Louisiana Department of Transportation and Development, the entire plan package shall be produced at the job site for review.
3. The DOTD District Office will handle all necessary public notices regarding temporary traffic control related to work authorized by this permit. The Permittee shall notify the District office a minimum of five (5) working days before construction if the traffic control plan was previously approved or contained in the approved plans or a minimum of ten (10) working days before construction if the traffic control plan must be submitted for lane closures not addressed in the plans.
4. Prior to performing any excavations, the applicant is required to call Louisiana One Call. If installing any underground facilities such as cable or conduits, the applicant must be a member of Louisiana One Call. In addition, the applicant must contact DOTD at 1-800-259-4929 or DOTD-FiberLocates@la.gov at least 24 hours prior to performing any excavation on DOTD Right-of-way (either for installation or maintenance).

All conditions of this permit are subject to the provisions of LAC 70:11, Chapter 5, §531 and LAC 70:1, Chapter 15, §1501.

I, the applicant, agree to hold harmless the DOTD and its duly appointed agents and employees against any action for personal injury or property damage sustained by reason of the exercise of this permit, whether or not the same may have been caused by the negligence of the DOTD, its agents, or its employees. I understand that this permit may be modified or rescinded at any time at the discretion of the DOTD and any costs incurred as a result will be at my expense. I understand additional conditions to this permit may be added after I have signed it, prior to final issuance, and I agree to review this permit upon receipt of the official copy and agree to abide by said conditions. I certify that the information contained herein is true, complete, and correct to the best of my knowledge. I understand that if any information contained herein is found to be falsified, this request and any permit issued based on this information shall be voided.

The provisions of this permit are hereby accepted and agreed to this _____ day of _____ 20 _____.
SIGNED _____

Owner's Name (printed): _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Home/Work Phone: _____ Cell Phone: _____

If exercising Power of Attorney:

Name of Authorized Representative: _____

(Attach a copy of Power of Attorney documentation)

APPROVED BY:

LOUISIANA DEPARTMENT OF TRANSPORTATION & DEVELOPMENT

DISTRICT PERMIT SPECIALIST –

Print Name _____ Date _____

DISTRICT ADMINISTRATOR (OR DESIGNEE) –

Print Name _____ Date _____