

## **GENERAL INFORMATION**

**PERMITS MUST BE OBTAINED FOR MOST CONSTRUCTION ACTIVITY, NOT LIMITED TO THE FOLLOWING-**

- **A PERMIT IS REQUIRED PRIOR TO THE START OF ANY CONSTRUCTION WORK**
- **A PERMIT IS REQUIRED FOR ELECTRICAL TRANSFERS, NEW SERVICE, SERVICE UPGRADES**
- **A PERMIT IS REQUIRED FOR GAS CONNECTIONS, NEW SERVICE, GAS TEST**
- **A PERMIT IS REQUIRED FOR RELOCATING MOVABLE STRUCTURES**
- **A PERMIT IS REQUIRED FOR SIGNS, TOWERS, SHEDS, BARNs, ETC.**
- **PENALTY FOR CONSTRUCTION WITHOUT A PERMIT – TRIPLE BASIC FEE OR MINIMUM CHARGE OF \$250.00**

**The following information may be required (depending on the type of permit):  
PERMIT DOCUMENT CHECKLIST REQUIREMENTS AVAILABLE ON THIS SITE-**

- **OWNER NAME & ADDRESS & CONTACT NUMBERS**
- **PROJECT NAME & ADDRESS**
- **PROFESSIONAL OF RECORD (IF REQUIRED) & CONTACT NUMBER**
- **LEGAL PLAT OF LAND – APPROVED FOR PROJECT BY PLANNING & ZONING**
- **GENERAL CONTRACTOR INFORMATION (STATE LAW REQUIRES):** Commercial projects with a valuation cost of \$50,000 and over must have a State Licensed General Contractor to perform the work. For additional information, please contact the State Licensing Board for Contractors at 225-766-9751 or 800-256-1392.
- **IMPROVEMENT INFORMATION:**
  - DESCRIPTION
  - CONSTRUCTION VALUE
  - UTILITIES SUCH AS: GAS, ELECTRICAL, SEWERAGE, WATER
  - FLOOD ZONE AREA (IF APPLICABLE)

- NAME OF SURVEYOR (IF APPLICABLE)
- **ACT 1146 OF THE 2003 LEGISLATURE:** REQUIRES THE “REGISTRATION” OF ALL HOME IMPROVEMENT CONTRACTORS, SUBCONTRACTORS, RENOVATORS AND REMODELERS WHO BID AND PERFORM CONSTRUCTION WORK VALUED AT \$7,500.00 AND ABOVE.
- **LA. REVENUE & TAXATION DEPT. R.S. 47:9(b)(4) AND R.S. 47:306(d)(2)(a):** REQUIRES THE FOLLOWING TO BE PRESENTED TO STATE AND LOCAL PERMIT ISSUING AGENCIES BEFORE A PERMIT CAN BE OBTAINED:
  - a) Resident contractors must obtain a certificate of resident status
  - b) Non-resident contractors must obtain a certificate of compliance
  - c) Individuals seeking a permit for work to be performed on their residence must submit an affidavit as documentation of residency.
- **INSPECTIONS:** (48 HR. NOTICE REQUIRED)
- **AGENCIES THAT INTERFACE WITH THE PERMIT OFFICE:**
  - Louisiana State Fire Marshal’s Office – 800-256-5452 / 225-925-4920
  - Iberia Parish Health Department – 337-373-0021
  - Iberia Parish Sewage District – 337-369-4413
  - Iberia Parish Public Works (Parish Barn)- 337-364-8474
  - Louisiana State Dept. of Transportation & Development (DOTD) – 225-379-1232
  - 911 (Addresses) – 337-369-4427
  - CLECO – 800-622-6537
  - ENTERGY – 800-368-3749
  - SLEMCO – 337-896-5551
  - ATMOS – 888-852-2424
  - CENTERPOINT ENERGY – 337-364-8111
  - LOUISIANA WATER COMPANY – 337-365-0002
  - BAYOU TECHE WATER WORKS – 337-229-6029
  - WATERWORKS DISTRICT NO. 3 (FORMERLY COTEAU WATER SYSTEM, INC.) – 337-367-6111