



IBERIA PARISH GOVERNMENT
PERMITS, PLANNING AND ZONING DEPARTMENT
RESIDENTIAL BUILDING PERMIT APPLICATION
New Construction, Addition, Alterations and Accessory Structures
****PLAN REVIEW PROCESS TAKES 5-10 BUSINESS DAYS****

In order to obtain a building permit, please complete this application and attach a **scaled site plan (8 1/2" x 11" or 11' x 17')** indicating street(s), lot dimensions, driveway(s), easements and/or other encumbrances, and footprint and size of all existing and proposed improvements with building setback dimensions.

Please deliver this completed application and site plan to 715-A Weldon Street

For Office Use: Permit Number _____ Zoning: _____

Flood Zone: _____ BFE _____ + _____ = Required BFE, Elevation Certificate: Y: _____ N: _____

Setbacks: Front: _____ Rear: _____ Left Side: _____ Right Side: _____ Other: _____

ADDRESS: _____ City: _____ State: ____ Zip: _____

Subdivision Name & Phase #: _____ Lot #: _____

Description of Project: _____

Contractor's Information:

Name: _____

Address: _____ City: _____ State: ____ Zip: _____

Contractor Phone #: _____ Fax #: _____

Contractor's Email: _____

Home Owner's Information:

Name: _____

Address: _____ City: _____ State: ____ Zip: _____

Phone #: _____ Email: _____

Cost of Construction: _____

Construction Type: Single-Family Detached: _____ Single-Family Addition: _____

Duplex: _____ Accessory Structure _____

New Construction: Living Area: _____ Sq. Ft. Total Area Under Roof: _____ Sq. Ft.

Addition/Alteration: _____ (Provide Floor Plan) Area of Addition: _____ Sq. Ft.

Stories: _____ Rooms: # Bedrooms: _____ #Full Baths: _____ # Partial Baths: _____

Covered Parking: Y _____ N _____ Carport: _____ Garage: _____ # Parking Spaces: _____

Air Conditioning: Central: Y ___ N ___ Other (Specify): _____

Type of Sewage Disposal: Public/Pvt. Company: Y ___ N ___ Individual System: Y ___ N ___

Heating Fuel: Gas: Y ___ N ___ Electricity: Y ___ N ___

Electrical Provider: _____

Gas Provider: _____

Type of Frame: Wood: Y ___ N ___ Other (Specify): _____

Streets: Open Ditch: Y ___ N ___ Curb & Gutter: Y ___ N ___ Sidewalks: Y ___ N ___

If open ditch-must obtain a culvert permit from the Department of Permits, Planning & Zoning call: 369-4438

If sidewalks are required, they will be constructed in compliance with Local, State, Federal, and ADA regulations.

Applicant is responsible for maintaining existing conditions of the Public Right-of-Way (i.e. ditch grade, roadway shoulder and roadway) during construction activities as it relates to this Permit. Applicant is not allowed to damage and/or alter ditches, store construction material and equipment that may cause damage to and/or alter the Public Right-of-Way. Iberia Parish reserves the right to inspect permitted sites at any given time and upon written notification the Applicant will have 10 calendar days to correct noted deficiencies. Construction plans are to be on site during scheduled inspections. Failure to provide construction plans upon request will result in a rejected inspection.

Failure to correct noted deficiencies will result in the suspension of all construction-related inspections until noted deficiencies are corrected and approved by the Public Works Department.

My signature below certifies that I am aware of my responsibility and liability as the permit purchaser to comply with: all applicable building codes; City, Parish, State, and Federal regulations and requirements; insurance coverage for workers, building and contents, general public and occupants of the building, etc.

I agree that the building will not be occupied until a Certificate of Occupancy has been issued by the Iberia Parish Planning and Zoning Department. I further understand that violation of any of the above may result in revocation of this and contingent permits and disconnection of electrical power and/or other utilities to the building.

The undersigned applicant hereby represents that he has performed the necessary research to ascertain the existence and location of all servitudes, easements, setbacks, restrictive covenants, building restrictions, deed restrictions and other matters which may have an impact or effect upon the site which construction is to be made pursuant to this permit.

(Printed Name)

(Signature)

(Date)

Check List for New Residential:

All Site Plans shall be to scale and contain the following information:

- Show all property lines;
- Provide the dimensions of all property lines;
- Show and label all easements, niches and servitudes associated with the lot;
- Location of the driveway;
- Show location and label Street(s);
- Footprint of the house, addition, accessory structure or pool;
- Show the location and footprint of all existing structures on the lot;
- Provide the dimensions of the following setbacks
 - Front
 - Rear
 - Sides
- Proof of Ownership (**Must have page of recordation from Clerk of Court Office for recorded cash sale, donation etc., how did you acquire the property**)
- 2 copies of the scaled site plan.
- 2 copies of the recorded plat of survey
- 2 copies of a dimensioned floor plan if required (If multi Story a plan for each floor will be required)
- Front, Side and Rear Elevations
- Electrical Layout
- Plumbing Layout
- Mechanical Layout
- Foundation Plan
- Door Sizes and Type
- Insulation R Values and Locations
- Roof Type/Exterior Wall Material
- Window Sizes and Type
- Flood Elevation certificate (If your property is in a flood zone.)

Check List for Residential Additions/Renovations:

All Site Plans shall be to scale and contain the following information:

- Show all property lines;
- Provide the dimensions of all property lines;
- Show and label all easements, niches and servitudes associated with the lot;
- Location of the driveway;
- Show location and label Street(s);
- Footprint of the house, addition, accessory structure or pool;
- Show the location and footprint of all existing structures on the lot;
- Provide the dimensions of the following setbacks
 - Front
 - Rear
 - Sides

- Proof of Ownership (**Must have page of recordation from Clerk of Court Office for recorded cash sale, donation etc., how did you acquire the property**)
- 2 copies of the recorded plat of survey
- Elevations affected by construction (pre-demolition and final)
- 2 copies of a dimensioned floor plan if required (If multi Story a plan for each floor will be required)
- New wall details
- Roof Type/Exterior Wall Material
- Electrical Layout
- Plumbing Layout (If adding new Plumbing)
- Mechanical Layout
- Foundation Plan (including tie in method)
- Door Sizes and Type
- Window Sizes and Type
- Insulation R Values and Locations
- Flood Elevation Certificate (If your property is in a flood zone.)

Check List for Accessory Building:

All Site Plans shall be to scale and contain the following information:

- Show all property lines;
- Provide the dimensions of all property lines;
- Show and label all easements, niches and servitudes associated with the lot;
- Location of the driveway;
- Show location and label Street(s);
- Footprint of the house, addition, accessory structure or pool;
- Show the location and footprint of all existing structures on the lot;
- Provide the dimensions of the following setbacks
 - Front
 - Rear
 - Sides
- Proof of Ownership (**Must have page of recordation from Clerk of Court Office for recorded cash sale, donation etc., how did you acquire the property**)
- 2 copies of the recorded plat of survey
- 2 copies of a dimensioned floor plan if required (If multi Story a plan for each floor will be required)
- Front, Side and Rear Elevations
- If an engineered building then an engineered foundation plan will be required
- Electrical layout including riser diagram (if there will be electricity)
- Plumbing layout (if there will be plumbing)
- Window sizes and types
- Door sizes and type
- Roof Type/Exterior wall material
- Flood Elevation Certificate (If your property is in a flood zone.)

Please Note:

If your property is located in a "V" ZONE, you are not allowed to bring in fill (i.e. dirt) to raise the elevation of the property, you will also be required to submit a structurally engineered foundation plan.

If you are moving a modular home, or moveable home that will be blocked more than 4' to 4 ½' or 52" you will be required to submit a structurally engineered foundation plan.