

REBUILDING AND RENOVATION BUILDING **PERMITS**

WHAT YOU WILL NEED:

1. PERMIT APPLICATION

- **FILL IN ALL INFORMATION EXCEPT FOR BOXES WITH A BLACK "X"**

2. DEED OR TITLE SHOWING YOU OWN THE PROPERTY

- **THIS CAN BE PICKED UP FROM THE CLERK OF THE COURT'S OFFICE AT THE PARISH COURTHOUSE LOCATED AT 1101 W ST. BERNARD HWY.**

3. SITE PLAN

- **LOT SIZE AND DIMENSIONS**
- **LOCATION OF BUILDING**
- **DISTANCE FROM EACH SIDE OF THE BUILDING TO THE PROPERTY LINE**
- **LOCATION OF DRIVEWAY/PARKING AREA**
- **LOCATION OF ANY AUXILIARY BUILDINGS (EX.- STORAGE SHED, DETACHED GARAGE/CARPORT)**

REBUILDING COMMERCIAL STRUCTURES ALSO REQUIRES:

4. LANDSCAPING PLAN

- **A COPY OF THE ORDINANCE AND ITS REQUIREMENTS IS AVAILABLE AT THE SAFETY AND PERMITS OFFICE UPON REQUEST.**

ANY QUESTIONS CONCERNING A BUILDING PERMIT MAY BE DIRECTED TO THE OFFICE OF SAFETY AND PERMITS BY CALLING 278-4310.