

**St. Bernard Parish Government**

Department of Community Development  
8201 West Judge Perez Drive  
Chalmette, LA, 70043  
Office: 278-4310 Fax: 278-4298



Date: \_\_\_\_\_  
Received by: \_\_\_\_\_

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## RESIDENTIAL RENOVATION CHECKLIST

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**The following must be submitted to the Department of Community Development to obtain a building permit for residential RENOVATION:**

- \_\_\_1. Completed permit application form.
- \_\_\_2. Copy of recorded property titles. Contact St. Bernard Parish Clerk of Court at (504) 271-3434.
- \_\_\_3. Site plan showing lot size and dimensions, location of building, distance from each side of the building to the property line (setbacks), location of driveway/parking area and location of any accessory buildings (storage shed, detached garage or carport).
- \_\_\_4. Building value (market value of the structure only) at the time of damage or improvement.
- \_\_\_5. Contractor's estimate.
- \_\_\_6. Contractor or Homeowner must comply with all State Contracting Laws. If you have any questions please contact the State Licensing Board for Contractors at (225) 765-2301.

All electrical, plumbing, gas and mechanical work must be filed by a St. Bernard Parish licensed electrician, plumber, gasfitter and mechanical contractor. The work must be inspected and approved before any finals are issued. All inspections must be scheduled with the Department of Community Development at (504) 278-4310.