

CAMERON PARISH PLAN REVIEW CHECKLIST FOR COMMERCIAL & LIGHT INDUSTRIAL DEVELOPMENT

APPLICANT: _____

NAME OF COMPANY: _____

COMPANY ADDRESS: _____

CONTACT PERSON: _____ PHONE# _____

CONTRACTOR: _____ L.A. LICENSE# _____

CONTRACTOR ADDRESS: _____ PHONE# _____

CHARACTER & NATURE OF DEVELOPMENT: _____

**INFORMATION NEEDED TO OBTAIN PERMIT
(PLEASE CHECK INFORMATION SUBMITTED)**

1. _____ APPROVAL FROM HEALTH UNIT (337-475-3237) or SEWER DISTRICT LETTER
2. _____ LEGAL DESCRIPTION (cash deed, tax assessment, or abstract)
3. _____ SITE PLAN (includes, but not limited to: location of all existing and proposed structures, building setbacks from property lines, parking, driveways, etc...)
4. _____ STATE FIRE MARSHALL APPROVAL LETTER (**1-800-256-5452**)
5. _____ Certification of resident/non-resident contractor status from the Department of Revenue and Taxation (225-219-7656).
6. _____ FOR E-911 ADDRESS, PLEASE HAVE CLOSET ADDRESS & DISTANCE FROM STRUCTURE TO STRUCTURE
7. _____ FEMA ELEVATION CERTIFICATE IF APPLICABLE (Building Plans required in Flood Hazard Areas showing floor plans, front & side elevations.) *Elevation certificate expires two year from date of issuance.*
8. _____ ESTIMATED COST OF DEVELOPMENT (\$ _____)
9. _____ SQUARE FOOTAGE (_____)
10. _____ UTILITY COMPANY (_____)
11. _____ TEMPORARY POLE (_____ YES) (_____ NO)
12. _____ NEW ELECTRICAL SERVICE (_____ YES) (_____ NO)
13. _____ NUMBER OF ELECTRICAL CIRCUITS (_____)
14. _____ NUMBER OF PLUMBING FIXTURES (_____)
15. _____ NUMBER OF GAS PIPING FIXTURES (_____)
16. _____ NUMBER OF MECHANICAL (HVAC) FIXTURES (_____ ton) *ex. Air Conditioners, Heat Pumps, Furnaces, etc.
17. _____ BUILDING PLANS (two (2) sets) (certifying compliance with 110 or 120 mph wind load requirements, where applicable) will be required to submit engineer or architect stamped drawings depending on construction design

**** THIS OFFICE MUST KEEP A SET OF THE FIRE MARSHALL STAMPED PLANS ****

Building Plans Submittal Checklist
Cameron Parish Police Jury
ENFORCEMENT FOR RESIDENTIAL CONSTRUCTION

Beginning Immediately, due to the recent adoption of the 2009 International Building Code by the Louisiana State Uniform Construction Code Council, the following documentation must be submitted for plan review prior to issuance of a building permit to ensure compliance with wind load and flood provisions within Cameron Parish (in its entirety).

Be advised, the review process may take up to one (1) week.

1. **PLANS** (shall be site specific)

- **Two complete sets of plans – drawn to scale. Plans must contain:**
 - **Site Plan** (dimensions, property lines, setbacks, existing structures)
 - **Dimensioned foundation plans**
 - **Footing Plans---** (foundation footings shall be supported on undisturbed natural soils. Fill soils that support footings & foundations shall be designed, installed and tested in accordance with accepted engineering practices)
 - **Floor Plan, indicating all bearing walls, shear wall & hold down locations**
 - **Wall section(s), foundation through roof**
 - **Roof Framing or truss layout plan** (stamped to meet required wind speed)
 - **Basic Electrical** (receptacles, switches, fixtures & smoke detectors)
 - **Basic Plumbing** (fixtures)
 - **HVAC Equipment Location**
 - **Window and Door Schedules**
 - **Detailed ceiling joist plan (including beams)**
- **Designed for 110 or 120 mph Wind Zone (where each wind zone is applicable)**
- **Entire set of plans shall be stamped by engineer or architect**

****All information, drawings, specifications and accompanying data shall bear the name, phone number, address and signature of the person responsible for the design.**

2. **DESIGN CRITERIA** [Indicate which one of the following design criteria will be used]

- **Standard for Hurricane Resistant Residential Construction (SSTD 10) for roof pitches 7/12 or less**
- **American Society Civil Engineers-7 (ASCE-7)**

- Wood Frame Construction Manual (WFCM) for roof pitches 12/12 or less
- Cold Formed Steel Framing/Prescriptive Methods (COFS/PM)

Or others as allowed by the International Building Code

3. SPECIAL FLOOD HAZARD DETAILS

- **Special Flood Hazard (V-Zone) – entire set of plans shall be stamped by a registered professional Architect or Engineer**

4. **FRAMING AND CONNECTOR DETAILS** (plans shall indicate the following, where applicable): Specify type, size and fastening schedules, etc...

- **Anchor Bolt Placement**
 - Bottom/sole plate to foundation
 - Interior load bearing walls
 - Exterior load bearing walls
- **Corner and Shear wall hold down locations**
- **Column Connectors**
- **Shear wall locations**
- **Bottom plate to studs**
- **Pack/jack studs to headers-interior and exterior walls**
- **Headers to top plate**
- **Stud to top plates**
- **Top plate to rafters (connection & required capacity)**
- **Wall to wall assembly**
- **Framing/Bracing of gable walls**
- **Wall sheathing**
- **Exterior cladding (vinyl siding application/fastening)**
- **Roof sheathing**
- **Roof underlay application**
- **Roof coverings (shingle application/fastening)**

****ATTENTION**:** Pier or pile foundations shall be stamped by a Licensed Architect or Engineer.

****ATTENTION**:** Complete Set of Plans must remain on job site at all times.

The Cameron Parish Police Jury is working diligently to provide the citizens of our Parish with the most accurate up-to-date information. The information contained in this bulletin has been provided to assist in the submittal process for permitting. Additional documentation and information may be required as necessary.

**CAMERON PARISH POLICE JURY
PERMIT DEPARTMENT
5360 WEST CREOLE HWY P.O. BOX 1280
CAMERON, LA 70631
337-775-5718**

ELECTRICAL INSPECTION

Permanent or Temporary Pole
Rough-In
Final Inspection

BUILDING INSPECTION

Foundation
Open Wall
Final Inspection

PLUMBING INSPECTION

Rough-In
Top-Out
Final Inspection

MECHANICAL (HVAC) INSPECTION

Rough-In
Final Inspection

GAS PIPING INSPECTION

Rough-In
Final Inspection

Please call our office at least 24 hours in advance for inspections. If inspection passes you may proceed. If inspection fails you will need to make necessary correction and contact our office after you have made these corrections. **A \$20.00 re-inspection fee will be charges for residential and a \$25.00 fee will be charged for commercial.**

Cameron Parish Police Jury
Permit Department
Fee Schedule

Development permits

Residential	\$25.00 plus .02 cents a square foot
Commercial	\$30.00 plus .05 cents a square foot
Manufactured or Modular Home	\$30.00
Recreational Vehicle (R.V.)	\$30.00
Structural Re-inspection	\$20.00
Ag Building- Accessory Bldg	\$25.00
Residential Plan Review	\$50.00
Commercial Plan Review	\$100.00 per 10 sheets after 10 \$10.00 per sheet

Electrical Permits

Temporary Service Fee	\$20.00
Residential New Service	\$10.00 plus \$1.00 per circuit
Residential Reset Meter	\$20.00
Residential Re-inspection	\$20.00
Commercial New Service	\$20.00 plus \$2.00 per circuit
Commercial Reset Meter	\$30.00
Commercial Re-inspection	\$25.00

Plumbing Fees

Flat Fee	\$10.00
Fixtures	\$2.00 per fixture
Re-inspection	\$20.00 per inspection

Gas Piping Fees

Residential	\$20.00 plus \$3.00 per opening
Commercial	\$30.00 plus \$4.00 per opening
Re-inspection	\$20.00 per inspection

Mechanical (HVAC)

\$20.00 5 TONS or LESS
\$30.00 OVER 5 TONS

(CHECK OR MONEY ORDER) **NOTE: NO CASH
Make payable to Cameron Parish Police Jury