

CAMERON PARISH DEVELOPMENT CHECKLIST
FOR ELEVATING AN EXISTING STRUCTURE

(For more information call 337-775-5718)

NAME UTILITIES ARE UNDER: _____ PHONE #: _____

BLDG. SITE: _____ CONTRACTOR: _____ LICENSE #: _____

Information required obtaining Development, Electrical and Plumbing Permit for New Construction:

1. _____ HEALTH UNIT APPROVAL (337-475-3237) or SEWER DISTRICT LETTER
2. _____ LEGAL DESCRIPTION OF PROPERTY (i.e. Filed Cash Deed, Abstract, or Tax Assessment)
3. _____ CERTIFICATION OF RESIDENT/NON-RESIDENT CONTRACTOR STATUS (Dept. of Revenue & Taxation); (FOR STATE LICENSED CONTRACTORS ONLY)-[(337) 491-2504]
4. _____ SQUARE FOOTAGE UNDER OF (_____)
5. _____ ESTIMATED COST OF DEVELOPMENT (_____)
6. _____ SITE PLAN (must show structures setbacks, including existing & proposed)
7. _____ FOUNDATION PLANS [two (2) sets] (**certifying compliance with 110 or 120 mph wind load requirements, where applicable and shall comply with the 2009 International Residential Code or International Building Code**)-will be required to submit engineer or architect stamped drawings on construction design.
8. _____ FEMA ELEVATION CERTIFICATE,(**2 years or newer**)

****NOTE: IN SOME CASES, ADDITIONAL INFORMATION MAY BE REQUIRED****

REQUIREMENTS FOR ENCLOSURES BELOW THE BASE FLOOD ELEVATION SHALL BE USEABLE SOLELY FOR PARKING OF VEHICLES, BUILDING ACCESS, OR STORAGE:

Buildings having enclosures in **AE Flood Zones** must install flood openings no higher than 1.0 foot above grade having a minimum of two openings on two opposite walls having a total net area of not less than one square inch for every square foot of enclosed area. This information must be documented on the Final Elevation Certificate.

Buildings having enclosures in **VE Flood Zones** must be constructed with non-supporting break-away walls, open lattice-work, or insect screening. A registered professional engineer or architect is required to certify the design of the break-away walls.

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

Effective January 1 2011, the 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
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	\$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

**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.