

## NEW RECREATIONAL VEHICLE REQUIREMENTS

- \_\_\_ New Electric Account #
- \_\_\_ Cash Deed, Act of Donation, etc. of property. If closing has not been completed the Buy/Sell Agreement can be used with owners Cash Deed.
- \_\_\_ Lease Agreement or Approval Letter if leasing property.  
(Must have tenants name/address being leased / landlords name, ph # and address)
- \_\_\_ Elevation Certificate if property is in a Special Flood Hazard Area and RV is being used as residential.
- \_\_\_ Signed SFHA Rules and Requirements & renewal needed if located in a SFHA.
- \_\_\_ Signed Recreational Vehicle Requirements.
- \_\_\_ Driveway and Culvert contact the parish barn (318) 964-2142 or (318)452-4942
- \_\_\_ Get with Permit Dept for pricing.  
Credit-Debit Cards (4% fee charge) Check or Money Order payable to APPJ (We **DO NOT** accept CASH)

*ALL PERMITS ARE FAXED TO ASSESSOR'S OFFICE, HEALTH DEPT & 911 OFFICE.*

### **After Permit Is Issued:**

**REQUIREMENTS NEEDED BEFORE PERMIT CAN BE RELEASED TO ELECTRIC COMPANY:**

- \_\_\_ 911 Addressing Dept - You MUST go to 911 office to verify information. They will fax an approval to The Permit Dept once completed.  
(Ph # 318-253-9739 / Address is 272 Industrial Blvd Mansura)
- \_\_\_ Health Dept – MUST go to Health Dept to verify what sewer system is required for the new construction or may need to verify existing sewer system at site location Once verified they will fax the Permit Dept the approval of temp or Permanent connection.  
(Ph # 318-253-4528 Ext 116 / Address is 657 Government St Marksville)
- \_\_\_ Utility Inspection **Call 318-487-5401 for Inspection or questions.**
- \_\_\_ If located in a Special Flood Hazard Area and being used as residential a Final Elevation Certificate w/ photos and a \$10.00 Fee is required.

Once The Permit Dept has received all requirements above we will then release the approval for connection to the electrical company. Our office does not setup connection dates. You will need to call the electrical company to verify when electric will be connected.

The Permit Dept.  
318-253-729

**Permit Hours: Monday-Thursday 8:00-3:30 Closed Fridays to the Public**

**PENALTIES WILL APPLY IF NEW CONSTRUCTION BEGINS OR  
IF A STRUCTURE IS PLACED ON SITE BEFORE A PERMIT IS  
OBTAINED!**