

2011 EAST JEFFERSON LEVEE DISTRICT CONSTRUCTION PERMIT APPLICATION/PROCEDURES

The East Jefferson Levee District (EJLD) is mandated by the State of Louisiana to provide flood protection for the east bank of Jefferson Parish. The EJLD maintains the levees/floodwalls on the east bank of Jefferson Parish which requires a clear access for the levee inspections and the maintenance of these levees. The system consists of both the **Mississippi River Levee** and the Hurricane Protection levees which include **the West Return Levee/floodwall, the East Return Levee/floodwall and the Lake Pontchartrain Levee/floodwall**. To insure stability of the system, EJLD monitors and permits all construction work involving changes in the subsurface within 1,500 feet of the Mississippi River Levee and all construction involving changes in the subsurface within 300 feet of the Hurricane Protection levees.

I. An East Jefferson Levee District Construction Permit is Required for:

- **All Subsurface work within 1,500 feet of the Mississippi River Levee** –including but not limited to residential construction, commercial construction, in-ground swimming pools, gas lines, water lines, pile driving or pre-drilling, soil borings, water, oil or gas well drillings, directional drilling, any underground tank removal, shafts or wells, etc.
- **All Subsurface work within 300 feet of any hurricane protection levee** - (Lake Pontchartrain Levee, West Return Levee/Floodwall & East Return Levee/Floodwall/17th St. Canal)
- **Any and all construction adjacent to a levee**
- **Seismic surveys within 5,000 feet of any levee**
- **Demolition work using explosives within 5,000 feet of any levee**
- **Any stockpiling of material**
- **All crossings over the levee** including but not limited to aerial crossings, crossings under the levee, over the levee & ramp crossings

For Levee Crossings: Any levee crossing that penetrates the levee, including but not limited to pipelines, utility crossings, waterways, and or drainage crossings - **Applicant must submit** “as built” drawings certified by a professional engineer registered in Louisiana to this Office within thirty days of the completion of project. The drawings must show the actual location and profile of the pipelines, cables, or conduits, etc. and the cross section of the levee or canal. Certification by a professional engineer that the installation does not exceed the limits shown on the approved plans must also be furnished.

For Aerial Crossings: The vertical clearance of any non-utility aerial crossing of the levee crown or floodwall is not less than 15 feet under all temperature conditions, and that any utility aerial crossing of the levee crown or floodwall is not less than 18 feet under all temperature conditions if the voltage is 0.0 K.V. – 0.75 K.V.; not less than 20 feet under all temperature conditions if the voltage is 0.76 K.V. – 15.0 K.V.; not less than 22 feet if the voltage is 15.1 K.V. – 50.0 K.V.; for voltages exceeding 50.0 K.V. the clearance shall be increased at a rate of 0.4 inches for each 1.0 K.V. of excess.

II. Applicant is required to submit the following information to the East Jefferson Levee District, the U.S. Army Corps of Engineers & the Office of Coastal Protection & Restoration:

East Jefferson Levee District (EJLD)
203 Plauche Court
Harahan, LA 70123
Becky Kingston – (504)733-0087 Ext 2
E-mail: kingston@ejld.com
Fax: (504)733-2255

U.S. Army Corps of Engineers (CORPS)
7400 Leake Ave, Rm. 287
New Orleans, LA 70118
Amy Powell - (504)862-2241 or
Albert Terry - (504)862-2311
E-mail: Amy.E.Powell@usace.army.mil
E-mail: Albert.J.Terry@usace.army.mil
Fax: (504)862-1104

Coastal Protection & Restoration Authority of Louisiana (CPRA)
Flood Protection Division
ATTN Rhonda Braud
P.O. Box 44027
Baton Rouge, LA 70804-4027
Rhonda Braud - (225)342-4553
Lauren Dimattia – (225)342-4529.
E-mail: Rhonda.braud@la.gov
E-mail: lauren.dimattia@la.gov
Fax: (225) 242-3317

1. Completed East Jefferson Levee District **Permit Application**
2. **Letter of Request**–Detailed description of project, including latitude & longitude, the distance to the levee crown/centerline and the levee station number nearest to the project.
3. **Survey of property** showing the levee right of way line and any and all servitudes.
4. **Plans/Specs/Full size construction drawings** certified by a professional engineer registered in the State of Louisiana as required. Drawings are to be to scale.
5. **A vicinity map** showing the project location and surrounding streets.
6. **A Certificate of Liability Insurance** naming East Jefferson Levee District as additional insured. (Submit to EJLD Only)
7. **“Terms and Conditions”** for the East Jefferson Levee District Permit must be signed by both the Applicant and the Owner of Property. (Submit to EJLD Only)
8. **Permit Fee (Submit to EJLD Only)**
9. If drainage is impacted show the means proposed for handling intercepted drainage. Drainage onto the levee system is prohibited..
10. Copies of any special geotechnical work or reports that were completed for this project as required.

III. General Permit Information:

Permit Fee: Check or money order to the East Jefferson Levee District - \$150.00/Residential Construction & \$300.00/Commercial Construction. Governmental bodies or agencies and non-profit charitable organizations may be exempt from this fee, but must obtain a permit.

Insurance requirements: A Certificate of Liability Insurance naming East Jefferson Levee District as additional insured. Surety bonds or their equivalent may be required for long-term facilities or activities.

Processing time: Up to eight (8) weeks - Applicant must submit all required information to the CORPS, EJLD & CPRA. Incomplete applications or omitted material will delay the permitting process.

No pile driving and/or excavations of any kind may be performed when the Mississippi River attains or exceeds +11.0 ft. NGVD on the Carrollton Gage at New Orleans without prior written documented approval from the U.S. Army Corps of Engineers. Information concerning current river stages may be obtained at www.mvn.usace.army.mil or by calling (504) 862-2461. An East Jefferson Levee District access letter is required for any access on or over any levee, including but not limited to Entergy, Atmos and Cox Cable.

EAST JEFFERSON LEVEE DISTRICT 2011 CONSTRUCTION PERMIT APPLICATION

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|--|---------------|--|-----------------------|
| A. NAME & ADDRESS OF APPLICANT: <hr/> <hr/> <hr/> E-MAIL ADDRESS : <hr/> | | LOCATION/ADDRESS OF PROJECT: <hr/> <hr/> NAME OF PROFESSIONAL ENGINEER: <hr/> | |
| B. PHONE # & CELL # | FAX #: | DATE: | LEVEE SEGMENT: |
| C. PROPOSED PROJECT: <hr/> <hr/> COMPLETE ATTACHED "LETTER OF REQUEST" WITH DETAILED DESCRIPTION OF ACTIVITY | | | |
| D. APPLICANT IS: <input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> CORPORATION <input type="checkbox"/> LIMITED LIABILITY CO. <input type="checkbox"/> OTHER | | E. NAME, ADDRESS, PH# OF LANDOWNER: <hr/> <hr/> <hr/> | |
| F. CONSTRUCTION PERIOD: FROM: ___ / ___ / ___ TO: ___ / ___ / ___ | | G. CHECK OR MONEY ORDER PAYABLE TO EAST JEFFERSON LEVEE DISTRICT: <input type="checkbox"/> \$150.00 Residential <input type="checkbox"/> \$300.00 Commercial Construction | |
| H. INSURANCE COMPANY NAME: <hr/> | | I. INSURANCE CERTIFICATES: <input type="checkbox"/> Certificate of Liability Insurance in the amount of \$1,000,000 naming EJLD as the Additional Insured | |

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL PERMITS REQUIRED BY LAW.

Applicant Print Name

Applicant Signature

Date

Landowner Print Name

Landowner Signature

Date

**EAST JEFFERSON LEVEE DISTRICT
2011 LETTER OF REQUEST**

DATE: _____

SITE ADDRESS: _____

LONGITUDE: _____

LATITUDE: _____

DISTANCE FROM CENTERLINE OF LEVEE: _____

BELOW IS A DETAILED DESCRIPTION OF PROPOSED ACTIVITY:

APPLICANT MUST SUBMIT THE APPLICATION AND ALL REQUIRED INFORMATION TO THE U.S.ARMY CORPS OF ENGINEERS (CORP), EAST JEFFERSON LEVEE DISTRICT (EJLD) AND THE COASTAL PROECTION & RESTORATION AUTHORITY(CPRA)

Signature

Print Name

Phone #

**2011 EAST JEFFERSON LEVEE DISTRICT
CONSTRUCTION PERMIT “TERMS & CONDITIONS”**

Unless expressly excluded, the Permit automatically includes, but is not limited to the following conditions, as if they were fully stated in the Permit:

1. A copy of the Permit must be posted on site at all times, and available for viewing by the East Jefferson Levee District, the United States Army Corps of Engineers and the Coastal Protection & Restoration Authority.
2. The area from the toe of the levee on the land side to a point forty (40) feet from the toe of the levee on the water side must be kept clean and free of any trash. Any damage in this area resulting from the Applicant's/Owner's activities must be repaired at the Applicant's/Owner's expense.
3. No pile driving and/or excavation of any kind may be performed when the Mississippi River attains or exceeds +11.0 ft. NGVD on the Carrollton Gage at New Orleans without prior written documented approval from the U.S. Army Corps of Engineers. Information concerning current river stages may be obtained at www.mvn.usace.army.mil or by calling (504) 862-2461.
4. That no excavation of the levee or berm is undertaken during hurricane season unless the applicant submits plans found acceptable by the Levee District.
5. Applicant/Owner acknowledges that this Permit does not include any clearing or filling on the batture or flood side of the levee unless specified in the application. If clearing or filling is not specified in the application a separate Construction Permit is required for these activities.
6. Should Applicant/Owner for whatever reason cease to maintain operations, the Applicant/Owner must obtain a modification of this Permit which may require that any or all structures and materials in the area of operation be removed at the Applicant's/Owner's expense.
7. Applicant/Owner agrees to hold harmless, indemnify, and defend the East Jefferson Levee District and staff against any and all damages which arise from the activities of the Applicant/Owner, or Tenants/Lesseees.
8. Should changes in the location or the section of the existing levee and/or waterway, or in the generally prevailing conditions in the vicinity, be required in the future, Applicant/Owner shall make any and all necessary changes to the permitted operation, including the removal of all structures and the cessation of all operations, as may be necessary to satisfactorily meet the situation and Applicant/Owner shall bear the cost thereof.
9. If Applicant/Owner is an entity the signatory has full authority to bind the entity.
10. This Permit is issued subject to the East Jefferson Levee District's rights and authority granted by Louisiana law, particularly Louisiana Civil Code Article 665 and Louisiana Revised Statute 38:225 and Code of Federal Regulations, Title 33, Section 208.10.
11. Any encroachments onto the levee district right-of-way must be removed at the Applicant's/Owner's expense.

Applicant/Owner by signature below affirms that all information submitted in the Permit Application is true and correct and hereby acknowledges that he/she has read and accepts the Terms and Conditions of this application.

ACCEPTED BY:

Landowner Print Name

Landowner Signature

Date

Applicant Print Name

Applicant Signature

Date