



Jefferson Davis Parish Temporary Modular Unit/Job Shack Checklist

(For more information call 337-824-6290 or email darla@jdppj.net)

APPLICANT: _____

NAME OF COMPANY: _____

COMPANY ADDRESS: _____

CONTACT PERSON: _____

PHONE: _____

DESCRIPTION OF TEMPORARY JOB: _____

LOCATION OF TEMPORARY JOB: _____

INFORMATION NEEDED TO OBTAIN PERMIT

1. LOUISIANA OF DEPARTMENT OF HEALTH, OFFICE OF PUBLIC HEALTH, SEWER PHONE 337-824-2193 (call between 8:30am–9:30am or 3:30pm–4:30pm, Monday through Thursday) OR SUBMIT A COPY OF CONTRACT FOR PORTABLE TOILETS
2. LAND VERIFICATION & PARCEL NUMBER/LEGAL DESCRIPTION OF PROPERTY (filed cash deed, abstract, tax assessment, lease agreement)
3. STATE FIRE MARSHAL APPROVAL LETTER (if applicable – 800-256-5452 or 225-925-4921)
4. FEMA ELEVATION CERTIFICATE IS REQUIRED IF UNIT IS ELEVATED TO OR ABOVE THE BASE FLOOD ELEVATION (certificate must be 2 years or newer)
5. LENGTH AND WIDTH OF MODULAR UNIT _____
6. COPY OF LEASE AGREEMENT ON MODULAR UNIT OR PURSHASE AGREEMENT
7. UTILITY COMPANY ____ BEAUREGARD , ____ ENTERGY , ____ JEFF DAVIS ELECT
8. BUILDING PLANS (certifying compliance with 130-140mph wind load requirements and engineered drawings)

APPLICANT SIGNATURE: _____ DATE: _____



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CONTRACTUAL ADDENDUM TO BUILDING PERMIT

FOR TEMPORARY AND/OR OILFIELD RELATED TEMPORARY FACILITIES

This agreement is entered into by and between the Jefferson Davis Parish Police Jury and _____, a temporary facility that is used as an office and/or job shack only for temporary and/or oilfield related jobs doing business in Jefferson Davis Parish, Louisiana, hereinafter referred to as "the Applicant".

The Applicant and the Jefferson Davis Parish Police Jury hereby agree that the applicant will be and/is hereby issued a temporary building permit, subject to the following conditions and terms.

1. The temporary building permit will be valid for a term up to six (6) months from the date of this agreement.
2. The temporary building permit will authorize the installation, of a temporary modular unit on site used as an office and/or job shack purposes only.
3. The structure referred to in paragraph 2 of this agreement must be used for a temporary job in Jefferson Davis Parish.
4. The structure referred to in paragraph 2 must comply with applicable wind requirements.
5. The structure referred to in paragraph 2 need not comply with elevation requirements of the National Flood Insurance Plan at this time, but must be anchored down with tie downs to prevent floatation.
6. At the expiration of the six (6) month term set forth in paragraph 1 the structure referred to in paragraph 2 must be removed or applicant must provide the Parish with written documentation of reasons why the temporary facility must remain on sit.

Thus done and signed this ____ day of _____, 20 ____.

Applicant Signature _____

Print Name _____

Jefferson Parish Representative _____

Witness _____