

2017 EAST JEFFERSON LEVEE DISTRICT SPECIAL PERMIT APPLICATION/PROCEDURES

- I. ***An East Jefferson Levee District Special Permit is required for any proposed activities (business or personal), that*** Take place on any portion of the levee, the levee right-of-way, the shoreline, the batture or any activities or events within 300' of the levee.

- II. ***Submit the following information to permits@ejld.com:***
 - 203 Plaque Court Ph: (504)733-0087 Ext 2
 - Harahan, LA 70123 Fax: (504)733-2255
 1. Completed Permit Application with signatures of the applicant and the landowner
 2. Letter of Request – Detailed description of activity
 3. Vicinity map - Showing the location of activity and its relationship to the levee
 4. A Certificate of Liability Insurance naming East Jefferson Levee District as additional insured. The East Jefferson Levee District may require increased insurance coverage depending upon the amount of your coverage, the scale and type of activity.
 5. "Terms and Conditions" with signatures of the applicant and the landowner
 6. Applicant may be required to submit above information to the CORPS & CPRA & DOTD for review and letters of no objection.
 7. An East Jefferson Levee District access letter is required for any access on or over any levee.

Permit Fee: Permit Fee payable by check or money order to the East Jefferson Levee District. Governmental bodies or agencies and non-profit charitable organizations may be exempt from this fee, but must obtain permits.

Insurance requirements: A Certificate of Liability Insurance in the amount of \$1,000,000 naming the East Jefferson Levee District (EJLD) and the Southeast Louisiana Flood Protection Authority-East (SLFPA-E) as additional insured may be required.

Processing time: 2-6 weeks - Applicant must submit all required information to the Incomplete applications or omitted material will delay the permitting process.

EAST JEFFERSON LEVEE DISTRICT 2017 SPECIAL PERMIT APPLICATION

A. NAME & ADDRESS OF APPLICANT: _____ _____ _____ E-MAIL ADDRESS: _____		LOCATION/ADDRESS OF ACTIVITY: _____ _____ _____ NUMBER OF PARTICIPANTS: _____	
PHONE # & CELL #	FAX #:	DATE:	LEVEE SEGMENT:
B. DETAILED DESCRIPTION: _____ _____ _____ _____ <i>POLICE DETAIL MAY BE REQUIRED: PLEASE CONTACT MARK FOS AT (504) 467-1368.</i>			
C. APPLICANT IS: ___ INDIVIDUAL ___ PARTNERSHIP ___ CORPORATION ___ LIMITED LIABILITY CO. ___ OTHER		D. NAME, ADDRESS, PH# OF LANDOWNER: _____ _____ _____ <i>*Landowner Signature is required on both the Application & the Terms & Conditions</i>	
E. ACTIVITY DATES & TIME: FROM: _____/_____/_____ TO: _____/_____/_____ START TIME: _____ o'clock FINISH TIME: _____ o'clock		F. PERMIT FEE: CHECK OR MONEY ORDER PAYABLE TO EAST JEFFERSON LEVEE DISTRICT _____ \$300 SPECIAL ACCESS _____ \$100 SPECIAL COMMERCIAL EVENT _____ \$ 50 SPECIAL RESIDENTIAL EVENT	
G. INSURANCE COMPANY NAME: _____		H. INSURANCE CERTIFICATES: _____ 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

2017 EAST JEFFERSON LEVEE DISTRICT SPECIAL PERMIT TERMS & CONDITIONS

The following terms & conditions for a Special Permit must be adhered to:

1. A copy of the permit must be posted on site at all times and available for viewing by the East Jefferson Levee District.
2. No motorized vehicles are allowed on the levee. No glass of any type is allowed on the levee. No bonfires or campfires are allowed on the levee. All trash must be picked up and disposed of properly.
3. At no time, shall the applicant access the levee under wet conditions
4. If applicant is an entity the signatory has full authority to bind the entity.
5. The applicant/owner must restore the area to its original condition or better. Any damages to the area as a result of these activities shall be repaired at the Applicant's expense.
6. Applicant/Owner agrees to hold harmless, indemnify, and defend the East Jefferson Levee District and the Southeast Louisiana Flood Protection Authority-East and staff against any and all damages which arise from these activities
7. Applicant/owner must follow all local, state, parish, municipal & federal laws /ordinances.
8. An East Jefferson Levee District permit does not obviate the Applicant/Owner's requirement to obtain parish, state, federal, or any other permits required by law.
9. 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.

Applicant/Owner by signature below affirm that all information 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:

Applicant Signature

Date

*Landowner Signature

Date