

2017 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)
- **All construction work adjacent to any levee**
- **Seismic surveys within 5,000 feet of any levee**
- **Use of explosives within 5,000 feet of any levee**
- **Any stockpiling of material on the batture and/or adjacent to the levee**
- **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 crossings, 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 within thirty days of completion of the 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.

No pile driving, sub-surface work or excavations within 1,500 feet of the Mississippi River Levee are allowed when the Mississippi River attains or exceeds +11.0 feet NGVD on the Carrollton Gage without prior written approval from the U.S. Army Corps of Engineers. Information concerning current river stages may be obtained at www.mvn.usace.army.mil or www.rivergages.com

An East Jefferson Levee District access letter is required for any access on or over any levee, including but not limited to Entergy, AT&T, Atmos and Cox Cable.

II. Applicant is required to submit the following information to the Southeast Louisiana Flood Protection Authority-East (SLFPA-E), the East Jefferson Levee District (EJLD), the U.S. Army Corps of Engineers (CORPS) and the Coastal Protection & Restoration Authority (CPRA).

1. The completed East Jefferson Levee District **“Permit Application”**
2. **“Letter of Request” form is included with application - 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 the property** showing the levee right of way line and any and all servitudes stamped by a professional land surveyor licensed in the State of Louisiana.
4. **Residential Construction-Drawings to Scale:** Site Plans/Foundation Plans, Pile plans and excavation details on **11” x 17”** paper or send electronically.
5. **Commercial Construction-Drawings to Scale:** Certified Plans, Specs, Full set of construction drawings on **11” x 17”** paper or electronically.
6. **All Engineering Drawings** must be stamped, signed and dated by a Civil Engineer.
7. **A vicinity map** showing the project location and surrounding streets.
8. **“Terms and Conditions” included with application** - Must be signed by both the Applicant and the Owner of Property.
9. **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.**
10. **Permit Fee** (Check or Cash to East Jefferson Levee District)
11. **If drainage is impacted** show the means proposed for handling intercepted drainage. Drainage onto the levee system is prohibited.
12. **A geotechnical analysis may be required.**
13. **Copies of any special geotechnical work or reports** that were completed for this project.

Submit application and all required information electronically to these 4 agencies:

SLFPA-E
ATTN Stevan G. Spencer, P. E.
Ph #: (504) 286-3100, Ext. 1015
sspencer@slfpae.com

EJLD
ATTN Becky Kingston
Ph #: (504)733-0087 Ext 2
permits@ejld.com

CORPS
ATTN Amy Powell
Ph #: (504) 862-2313
MVNLeveePermits@usace.army.mil

CPRA
ATTN Billy Wall
Ph #: (225) 342-9423
CPRArequest@la.gov

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 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 at **203 Plaque Court, Harahan, LA 70123**. Surety bonds or their equivalent may be required.

Processing: Approximately 8 weeks - Applicant must submit all required information to the **SLFPA-E, EJLD, CORPS and CPRA**. Incomplete applications or omitted material will delay the permitting process.

EAST JEFFERSON LEVEE DISTRICT 2017 CONSTRUCTION PERMIT APPLICATION

A. NAME & ADDRESS OF APPLICANT: _____ _____ _____ _____ E-MAIL ADDRESS : _____		LOCATION/ADDRESS OF PROJECT: _____ _____ NAME OF PROFESSIONAL ENGINEER: _____	
B. PHONE _____	CELL #: _____	APPLICATION DATE: _____	LEVEE SEGMENT: (Circle One) Mississippi River Lake Pontchartrain Levee West Return Levee East Return Levee
C. PROPOSED PROJECT: _____ _____ _____ <div style="text-align: center; color: red; font-weight: bold;"> COMPLETE ATTACHED "LETTER OF REQUEST" WITH DETAILED DESCRIPTION OF ACTIVITY </div>			
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: _____ _____ _____	
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: _____		I. INSURANCE CERTIFICATES: <input type="checkbox"/> Certificate of Liability Insurance in the amount of \$1,000,000 naming EJLD & SLFPA-E as the Additional Insured	

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL PERMITS REQUIRED BY LAW

Applicant Signature

Print Name

Date

Landowner Signature

Print Name

Date

EAST JEFFERSON LEVEE DISTRICT 2017 LETTER OF REQUEST

DATE OF APPLICATION: _____

LOCATION/ADDRESS OF PROJECT: _____

LATITUDE: _____

LONGITUDE: _____

DISTANCE FROM CENTERLINE OF LEVEE: _____

LEVEE STATION #: _____

BELOW IS A DETAILED DESCRIPTION OF PROPOSED ACTIVITY:

APPLICANT MUST SUBMIT THE APPLICATION AND ALL REQUIRED INFORMATION TO THE SOUTHEAST LOUISIANA FLOOD PROTECTION AUTHORITY-EAST (SLFPA-E), THE EAST JEFFERSON LEVEE DISTRICT (EJLD), THE U.S. ARMY CORPS OF ENGINEERS (CORPS) AND THE COASTAL PROTECTION & RESTORATION AUTHORITY (CPRA)

Applicant Signature

Print Name

Date

Landowner Signature

Print Name

Date

Revised 5/01/17

2017 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 U.S. 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, sub-surface work or excavations within 1,500 feet of the Mississippi River Levee are allowed when the Mississippi River attains or exceeds +11.0 ft. NGVD on the Carrollton Gage at New Orleans without prior written approval from the U.S. Army Corps of Engineers. Information concerning current river stages may be obtained at www.mvn.usace.army.mil or www.rivergages.com
4. That no excavation of the levee or berm is undertaken unless the applicant submits plans found acceptable by the U.S. Army Corps of Engineers, the CPRA and the East Jefferson 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 the Southeast Louisiana Flood Protection Authority-East and staff against any and all damages which arise from the activities of the Applicant/Owner, or Tenants/Lessees.
8. The proposed work must not restrict the Levee District's maintenance operations, or any potential flood fight activities at the levee, nor shall it obstruct or impede drainage or create areas of standing water.
9. Any damage to the levee or berm, resulting from the applicant's activities is repaired at the applicant's expense.
10. 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.
11. If Applicant/Owner is an entity the signatory has full authority to bind the entity.
12. Applicant/owner must follow all local, parishes, municipal, state and federal laws/ordinances.
13. An East Jefferson Levee District Permit does not obviate the applicant/owner's requirement to obtain local, federal, state and/or any other permits required by law.
14. Applicant/Owner must adhere to the provisions in all correspondence from the Dept. of Army/U.S. Army Corps of Engineers, the DOTD, the CPRA and the East Jefferson Levee District Terms and Conditions.
15. 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.
16. 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:

Applicant Signature

Print Name

Date

Landowner Signature

Print Name

Date