



CAMERON PARISH NEW ADDITION CHECKLIST
PHONE (337) 775-2800 FAX (337) 775-5535

NAME OF HOMEOWNER: _____ **PHONE #:** _____
BLDG. SITE: _____ **CONTRACTOR:** _____ **LICENSE #:** _____

For any addition with a fair market value equal to or exceeding 50% of the fair market value of the existing structure (Substantial Improvement), the entire structure must comply with all current code requirements. The following documentation may be required to determine if Substantial Improvement rules apply:

- Itemized construction estimate from a licensed general contractor
- Appraisal, Real Estate Broker’s Comparable Analysis, or Assessment value of existing structure.
- If construction estimate exceeds 50% of existing building fair market value, a recent Elevation Certificate is required to determine if building meets current elevation requirements.

Information required obtaining Development, Electrical and Plumbing Permit for New Addition:

1. _____ HEALTH UNIT APPROVAL (337-775-5368 – Ryan King) or WATERWORKS DISTRICT
2. _____ LAND VERIFICATION & PARCEL NUMBER / LEGAL DESCRIPTION OF PROPERTY (i.e. Filed Cash Deed, Abstract, Tax Assessment, Lease Agreement)
3. _____ COPY OF LOUISIANA CONTRACTOR LICENSE
4. _____ SQUARE FOOTAGE UNDER ROOF - EXISTING (_____) ADDITION (_____)
5. _____ ESTIMATED COST OF ADDITION (_____) Must provide itemized construction estimate from a licensed general contractor.
6. _____ NUMBER OF CIRCUITS IN THE PANEL/BREAKER BOX (_____) ADDITION ONLY
7. _____ UTILITY COMPANY (_____)
8. _____ NUMBER OF PLUMBING FIXTURES (_____) ADDITION ONLY
9. _____ NUMBER OF GAS PIPING FIXTURES (_____) ADDITION ONLY
10. _____ NUMBER OF MECHANICAL (HVAC) FIXTURES (_____) **ex. Air Conditioners, Heat Pumps, Furnaces, etc... ADDITION ONLY
11. _____ SITE PLAN (must show structures setbacks, including existing & proposed)
12. _____ BUILDING PLANS [two (2) sets] (certifying compliance with 130 or 140 mph wind load requirements (SITE SPECIFIC), Engineer or architect stamped drawings to be required and have wind loads and design criteria stated on plans. Engineer or Architect must be licensed for the State of Louisiana. **130 MPH: HACKBERRY, BIG LAKE, GRAND LAKE, SWEETLAKE, KLONDIKE & LOWRY 140 MPH: JOHNSON BAYOU, CAMERON, CREOLE, LITTLE CHENIER & GRAND CHENIER**)
13. _____ FEMA ELEVATION CERTIFICATE, (2 year or newer), (Building Plans required in Flood Hazard Areas showing floor plans, front & side elevations): * **REQUIRED ONLY IF CONSTRUCTION ESTIMATE EXCEEDS 50% OF EXISTING BUILDING FAIR MARKET VALUE, TO DETERMINE IF ADDITION MEETS CURRENT ELEVATION REQUIREMENTS.**
14. _____ COPY OF FAIR MARKET VALUE OF EXISTING STRUCTURE (APPRAISAL, REAL ESTATE BROKER’S COMPARABLE ANALYSIS, OR ASSESSMENT VALUE OF EXISTING STRUCTURE FROM TAX ASSESSOR’S OFFICE.)



15. _____ CONTACT CZM FOR INFORMATION TO DETERMINE IF A COASTAL USE PERMIT IS NEEDED.
(337-775-2800)

****NOTE: IN SOME CASES, ADDITIONAL INFORMATION MAY BE REQUIRED****
(Accept Check, Money Order, Visa, MasterCard) *NOTE: No Cash*

SIGNATURE OF APPLICANT: _____ DATE: _____