

2022 ST. MARY LEVEE DISTRICT SPECIAL PERMIT APPLICATION/PROCEDURES

I. ***A St. Mary Levee District Special Permit is required for any proposed activity, whether business or personal which:***

1. Takes place on any portion of the levee, the levee right-of-way, the shoreline or the batture.
2. Requires any objects/materials to be place on, over or within 300' of the levee.

II. ***Submit the following information to the St. Mary Levee District:***

7327 Hwy 182 East
PO Box 2079
Morgan City, LA 70381

Phone: (985) 380-5500
Email: shelly.scully@smlld.org

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 St. Mary Levee District as additional insured. The St. Mary Levee District may require increased insurance coverage depending upon the amount of you coverage, the scale and type of activity.
5. **"Terms and Conditions"** signed by the applicant, who, if is not the Property Owner, certifies that applicant possesses the necessary authority to make the request.
6. **Permit Fee** payable by check or money order to the St. Mary Levee District. Governmental bodies or agencies and non-profit charitable organizations are exempt from this fee, but must obtain permits.
7. Applicant is required to submit above information to the **CORPS of Engineers (COE) & Office of Coastal Protection and Restoration (OCPR)** for review and letters of no objection.

NOTE: **Processing Time:** 2-8 weeks – Incomplete applications or omitted material will delay the permitting process.

ST. MARY LEVEE DISTRICT 2022 SPECIAL PERMIT APPLICATION

A NAME & ADDRESS OF APPLICANT: _____ _____ _____ E-MAIL ADDRESS: _____		LOCATION/ADDRESS/COORDINATES OF ACTIVITY: _____ _____ _____ NUMBER OF PEOPLE INVOLVED: _____	
PHONE # & CELL #	FAX#:	DATE:	LEVEE SEGMENT:
B DETAILED DESCRIPTION: _____ _____ _____ _____ _____			
C APPLICANT IS: <input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> CORPORATION <input type="checkbox"/> LIMITED LIABILITY CO. <input type="checkbox"/> OTHER		D NAME, ADDRESS, PH# OF LANDOWNER: _____ _____ _____ *Landowner Signature is required on both the Application and & the Terms & Conditions	
E ACTIVITY DATES: FROM: ___/___/___ TO: ___/___/___		F PERMIT FEE: CHECK OR MONEY ORDER PAYABLE TO ST. MARY LEVEE DISTRICT _____ \$100 RESIDENTAL _____ \$100-\$1000 Commercial _____ Construction	
G INSURANCE COMPANY NAME: _____		H INSURANCE CERTIFICATES: Certificate of Liability Insurance in the amount of \$1,000,000 naming SMLD 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

By signing this application, Applicant also certifies that it has the requisite authority to make this application.

**ST MARY LEVEE DISTRICT
2022 LETTER OF REQUEST**

DATE: _____

SITE ADDRESS: _____

RE: DETAILED DESCRIPTION OF PROPOSED ACTIVITY

I am requesting a Special Permit from the St. Mary Levee District to:

Applicant's Signature

Print Name

Phone #

2022 ST. MARY 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 St. Mary 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. If applicant is an entity the signatory has full authority to bind the entity.
4. 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.
5. The applicant and owner agree to hold harmless, indemnify, and defend the St. Mary Levee District and staff against any and all damages which arise from the applicant’s activities.
6. **This permit is issued subject to the St. Mary 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 and 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