



## Pipeline Permit Process:



# Pipeline Construction Permit & Damage Prevention

**Location:** Ascension Parish, Louisiana

**Governing Authority:** Ascension Parish Council / Office of Homeland Security and Emergency Preparedness

## 1. Pre-Construction & Permitting Phase

Before any person or entity constructs a pipeline or facility over, across, or through parish-owned property (roads, ROWs, canals, levees, etc.), they must complete the following:

### Step 1: Application Submittal

- **Method:** Utilize the MyGovernmentOnline Customer Portal to access the online pipeline permit portal.
- **Fees:** Pay the non-refundable application fee at the time of submittal.
  - **No Crossings:** \$500.00
  - **Per Crossing (when crossings exist):** \$3,000.00
    - Payment options include the Ascension Parish Pipeline permit portal, certified mail, or hand delivery.
- **Review Period:** Typically, the Parish will issue a letter of approval or denial within **45 days**.

### Step 2: Financial & Insurance Requirements

Once approved, but before the construction permit is issued:

- **Liability Insurance:** Provide a certificate evidencing **\$1,000,000.00** in liability coverage.
- **Workman's Comp:** Provide evidence of coverage under Louisiana and/or U.S. statutes.
- **Guarantee Deposit (Per Crossing):**
  - **Boring/Jacking:** \$5,000.00
  - **Open Cut:** \$50,000.00 (Requires approval from Road/Drainage Supervisor).
    - *Note: A maintenance surety bond may be used in lieu of a deposit if it meets U.S. Treasury Circular 570 standards.*

### Step 3: Pre-Construction Meeting

- A meeting must occur within **2 years** of application approval and before construction begins.
  - All inspection and permit fees (\$3,000.00 per crossing) must be paid prior to receiving construction permit.
  - The issued construction permit is valid for **12 months** (one 1-year extension available if requested before expiration).
-



## Pipeline Permit Process:

# Pipeline Construction Permit & Damage Prevention

## 2. Construction Specifications

All work must meet the following minimum parish standards:

Feature	Minimum Requirement
Depth under Roads/ROW	At least <b>6 feet</b> to top of pipe/casing.
Depth under Drains/Canals	At least <b>5 feet</b> below the lowest point of the ditch/bayou.
Pipe Wall Thickness	Minimum <b>0.5 inches</b> (un-seamed) for road crossings.
Backfilling	Must be tamped in <b>6-inch layers</b> .
Marking	Markers must be installed at all parish road/ROW/public project crossings.

## 3. Damage Prevention & "LA One Call" (Safety)

### Notification Requirements

- **Contact:** Call **LA One Call** in Baton Rouge – 1-800-272-3020
- **Timing:** Provide notice to Ascension Parish at least **48 hours** but no more than **120 hours** before starting (excluding weekends/holidays).
- **Marking:** Excavators may use **white paint** to mark the proposed area. Operators will mark existing lines using APWA color codes.
- **Validation:** Marks are valid for **20 calendar days**.

### Emergency Excavations

- If an imminent threat to life or property exists, oral notice must be given to the regional notification center as soon as practicable. -Phone and/email here
- A rebuttable presumption of failure to notify exists if not reported within **4 hours** of starting (or **12 hours** during a declared hurricane emergency).

## 4. Post-Construction & Maintenance

### Step 1: Declaration of Completion

Within **30 days** of finishing construction, the permittee must file:

- A sworn declaration of completion.
- An "As-Built" map or plat showing the facility's location on public owned sites



## Pipeline Permit Process:



# Pipeline Construction Permit & Damage Prevention

### Step 2: Inspections

- The Parish will inspect the facility during construction and after completion.
- **Remediation:** Any deviations from submitted/approved plans must be fixed within **30 days** of notice at the permittee's expense.

### Step 3: Ongoing Obligations

- **Annual Inspection:** Owners must conduct an annual inspection and notify the **Office of Homeland Security and Emergency Preparation** in writing at the conclusion and submit an inspection report.
- **Relocation:** If a future Parish project requires the pipeline to be moved or lowered, the **owner** bears 100% of the cost.

---

**Warning:** Failure to obtain a permit or follow safety protocols (like LA One Call) can result in civil penalties ranging from **\$250.00 to \$25,000.00** per violation, especially if hazardous materials are involved.