

PARISH OF ASCENSION

OFFICE OF PLANNING AND DEVELOPMENT



CLASSIFICATION & PROCEDURE FOR APPLYING FOR FILL PERMITS

Exemption – Minor earthwork on an individual lot with an existing structure - limited to 75 cu. yds.

A. Fill Permit Classifications

- a. Level 1
 - i. Minor earthwork on vacant lots in the X (non-flood) and any 100-year flood zone NOT associated with the construction of a permitted structure.
- b. Level 2
 - i. Fill associated with the construction of a residential building pad on an individual lot within the X (non-flood) zone. No fill mitigation required.
 - ii. Fill associated with the construction of a commercial building pad on an individual lot within the X (non-flood) zone. No fill mitigation required.
- c. Level 3
 - i. Fill associated with the construction of a commercial or residential building pad on an individual lot within any 100-year flood zone. Fill mitigation required.

B. Submit Flood Zone Determination Form

C. Submit Proposed Certificate of Elevation

- a. Applicant shall submit a Proposed Certificate of Elevation per Paragraph 17-507.A of Appendix V of the Unified Land Development Code - Drainage Regulations.

D. Submit Plans for Approval

- a. Level 1
 - i. No plans required. The applicant shall complete a Grading, Fill Permit Application and submit a Notice of Completion Affidavit stating the final amount of fill placed on the site upon completion of the work. No future permits will be issued for the property until this affidavit is provided.
- b. Level 2
 - i. Individual Residential Building Pad: Applicant shall submit Site Plan (an example is attached) showing building pad (size and location) along with sections (including grade elevations) showing the extent of the earthwork to be performed. One final inspection shall be required upon completion of earthwork.
 - ii. Individual Commercial Building Pad: Applicant shall submit a Site Plan (an example is attached) showing building pad (size and location) along with sections showing the extent of the earthwork to be performed. This shall be submitted with the required Drainage Impact Study. One final inspection shall be required upon completion of earthwork.

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c. Level 3

i. Individual Residential or Commercial Building Pad:

1. Existing Conditions, i.e., topography survey of existing grades at property line(s)/corners or a minimum of 20' beyond the limits of earthwork (whichever is smaller) on a 25' grid. Fill for structures is limited to 24" beyond the limits of the foundation before it begins to slope and all fill must be a minimum of 10' from any property line. Plan must be produced by a licensed land surveyor.
2. Fill Mitigation Plan(s): The applicant must submit a set of drawings and calculations stamped and sealed by an engineer licensed to practice in Louisiana, that depicts how the fill under the structure(s) is mitigated through the use of storm water ponds and /or swales. These plans shall be a minimum scale of 1" =20'-0" and similar to the attached example showing proposed cross and longitudinal section(s) through the center of the building pad showing fill elevation (at all edge corners at the top of pad), corners at the base of return slope (to maintain a minimum of 10' from any property line) and any necessary swales to convey stormwater discharge with flow line elevations shown. Stormwater ponds shall be similarly documented showing tops of bank, bank slopes, static water surface, structure invert elevations and discharge point elevation.
3. Record Drawings: Upon completion of earthwork, the applicant shall submit drawings certifying all information (horizontal and vertical) including elevations contained on the permit drawings noting any changes from the previously approved permit drawings. These drawings shall be stamped and sealed by an engineer licensed to practice in Louisiana.

E. Compaction Test Results

- a. Applicant shall submit compaction test results - 1 test per 12" lift per 1,000 s.f. of fill, per Paragraphs 17-507.B.4 and 17-507.D.2 of Appendix V of the Unified Land Development Code - Drainage Regulations.