

Jefferson Parish Inspections and Code Enforcement

West Bank  
400 Maple Ave.  
Harvey, LA 70058

East Bank  
1221 Elmwood Park Blvd.  
Jefferson, LA 70123

Site Plan Section

Friday, May 15, 2015

State Farm Insurance  
TheCebMey, LLC  
501 Whitney Ave  
Gretna LA 70056

Re: Permit Application # 15-331183 State Farm Insurance  
501 WHITNEY AVE, TERRYTOWN, LA 70056  
Commercial New Construction

This is to certify that the site plans for the subject prints were received.

The following comments have been made based upon the initial site plan sheet(s) submitted with the permit application. These comments must be responded to by either revised site plans and/or required documents, depending on the particular concern, to the Site Plan Review Section of the Department of Inspection and Code Enforcement. Additional requirements and/or comments may follow upon receipt of the revised site plan. Once the site plan meets all requirements, approval may be granted by the Site Plan Review section.

Site Plan Review

- 4/13/2015 The proposed directional signs are not allowed on the public right-of-way;
- 4/13/2015 Clarify new driveway elevations along the property line. The slope of the driveway apron may not exceed 5 percent;
- 4/13/2015 Show 15 foot driveway sight triangle measured along the back of the street curb and the edge of the driveway projecting in toward private property.
- 4/13/2015 Show 35 foot street intersection sight triangle measured along the street edges of both streets at the corner. If there is a radius, project the street edge lines until they meet and measure 35 feet from that point.
- 4/13/2015 Show 15 foot reverse corner lot clearance triangle (for corner lots abutting any key lot in rear). This triangle is measured along the rear and side property lines on Hector Ave.;
- 4/13/2015 Location of 6" x 6" monolithic curbing. This continuous 6" x 6" concrete curb is required where parking is adjacent to or fronting on the public right-of-way (sidewalk).

- 4/13/2015 Location of dumpster. Dumpster may not be located in the area from the front property line to the front building line. Restrictions for dumpsters also apply to the side yard of a property which fronts a side street. If the owner decides not to provide an approvable dumpster location on the site plan, he/she must submit a notarized affidavit, recorded on the title of the property, verifying that no dumpster will EVER be located on this development.
- 4/13/2015 Provide location of existing guy wire for power pole at the north east corner of the property on Hector.
- 4/13/2015 Written permission/approval must be obtained from the appropriate Parish Department if hard surface pavement is to be located within a servitude.
- 4/13/2015 Verify dimensions from the property line to edge of public roadway or back of curb along edge of public roadway on both Whitney Ave. and Hector Ave. Applicant must sign and provide a notarized affidavit verifying this dimension as true and correct, unless legal survey provides the required dimension;
- 5/15/2015 Ramp from handicap parking space may not be located within the required striped access aisle.

ADAAG Requirements:

All commercial developments under Title III must meet the Americans with Disabilities Act Accessibility Guidelines. Although Jefferson Parish does not require that all these items be addressed at the time the permit is issued, the applicant is still responsible to comply with the State and Federal requirements.

Should you have any questions regarding specific comments, please contact me directly at (504) 736-6397 or by email at: [estromain@jeffparish.net](mailto:estromain@jeffparish.net)

Edmond St. Romain,  
[estromain@jeffparish.net](mailto:estromain@jeffparish.net)

CC:

K.B. Kaufmann & Co., Inc - David Kaufmann, 3173 Terrace Ave East, Slidell LA 70458  
Joseph F. Schneider, Jr. AIA - Joseph Schneider, 105 Evangline Dr, Slidell LA 70460

Jefferson Parish  
Inspections and Code Enforcement

West Bank                      East Bank  
400 Maple Ave.                1221 Elmwood  
Harvey, LA 70058              Park Blvd.  
Jefferson, LA  
70123

Thursday, April 23, 2015

Re: Permit Application # 15-331183 State Farm Insurance  
501 WHITNEY AVE, TERRYTOWN, LA 70056  
Commercial New Construction

This is to certify that the subject prints were received.

The following approvals are required prior to issuance of permit.  
Contact the individual department or agency relevant to their  
respective review:

| Review Department     | East Bank      | West Bank      |
|-----------------------|----------------|----------------|
| LA State Fire Marshal | (800) 256-5452 | (800) 256-5452 |
| Plan Review           | (504) 736-6959 | (504) 364-3658 |
| Public Works          | (504) 736-6820 | (504) 736-6820 |
| Site Review           | (504) 736-6397 | (504) 736-6397 |

All plans are reviewed for compliance with the 2012 International Building Code as locally amended.

The following comments have been noted and shall be responded to by either revised plans and/or addendum letters (in duplicate), depending on the particular concern. For the type of response required, please contact the undersigned Plan Reviewer. When inquiring, please be prepared with your Jefferson Parish application number.

## Site Plan Review

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|-----------|--|
| 4/13/2015 | Show the location(s) of all grassy areas between the property line and the edge of the street.   |
| 4/13/2015 | The proposed directional signs are not allowed on the public right-of-way;   |
| 4/13/2015 | Clarify new driveway elevations along the property line. The slope of the driveway apron may not exceed 5 percent;   |
| 4/13/2015 | Provide existing elevations along the edge of road.  |
| 4/13/2015 | Provide width of driveways at the back of curb or edge of roadway.   |
| 4/13/2015 | Provide any radii or flare in feet. The typical flare should be between 6' and 12', but no more than a 45 degree angle. The minimum flare can be no less than 5' in any case. The minimum radius should be no less than 12' (be aware that in certain instances a larger flare or radius may be required).                     |
| 4/13/2015 | Note existing type of roadway and type of curb. You may reference the exact driveway detail from sheet SPR-1. Please be aware that detail "A" may not be used on major roadways. (Please note that all driveway aprons must be concrete. If an asphalt driveway apron exists, it must be replaced with concrete at this time.) |
| 4/13/2015 | Provide location of the existing or proposed sidewalk. The sidewalk is usually located one foot from the property line, but a minimum of 2 feet from the back of street curb or edge of roadway. If there is a servitude for utilities or sidewalk, the sidewalk must be located within the servitude;                         |
| 4/13/2015 | Existing or proposed areas between the sidewalk and roadway shall be labeled "grass sod."  |
| 4/13/2015 | Installation of a detectable warning surface at all intersections with any vehicular way is required.  |
| 4/13/2015 | Warning surfaces must comply with new ADAAG truncated dome design.   |
| 4/13/2015 | Sidewalks must be a minimum of 4' wide;  |
| 4/13/2015 | Parking space layout. No parking is allowed within a sight triangle or reverse corner lot clearance area. The proposed site plan provides 13 standard and 1 handicap spaces. 13 Parking spaces are required for this development. No landscape buffers are required for this development. To comply with the minimal           |

|           |   |
|-----------|---|
| 4/13/2015 | standards for parking space and travel aisle dimensions, the parking layout as shown may need to be revised. See comments from Traffic Engineering;   |
| 4/13/2015 | Show 15 foot driveway sight triangle measured along the back of the street curb and the edge of the driveway projecting in toward private property.   |
| 4/13/2015 | Show 35 foot street intersection sight triangle measured along the street edges of both streets at the corner. If there is a radius, project the street edge lines until they meet and measure 35 feet from that point.   |
| 4/13/2015 | Show 15 foot reverse corner lot clearance triangle (for corner lots abutting any key lot in rear). This triangle is measured along the rear and side property lines on Hector Ave.;   |
| 4/13/2015 | Location of 6" x 6" monolithic curbing. This continuous 6" x 6" concrete curb is required where parking is adjacent to or fronting on the public right-of-way (sidewalk).   |
| 4/13/2015 | Width of traffic aisles must agree with the width of the parking stalls. 9 foot wide spaces require a minimum travel aisle of 24';  |
| 4/13/2015 | Location of dumpster. Dumpster may not be located in the area from the front property line to the front building line. Restrictions for dumpsters also apply to the side yard of a property which fronts a side street. If the owner decides not to provide an approvable dumpster location on the site plan, he/she must submit a notarized affidavit, recorded on the title of the property, verifying that no dumpster will EVER be located on this development. |
| 4/13/2015 | Provide location of existing guy wire for power pole at the north east corner of the property on Hector.  |
| 4/13/2015 | Correct the direction of the north arrow;   |
| 4/13/2015 | Note any existing or proposed servitudes and the type of servitude.   |
| 4/13/2015 | Written permission/approval must be obtained from the appropriate Parish Department if hard surface pavement is to be located within a servitude.   |
| 4/13/2015 | Verify dimensions from the property line to edge of public roadway or back of curb along edge of  |

4/13/2015 public roadway on both Whitney Ave. and Hector Ave. Applicant must sign and provide a notarized affidavit verifying this dimension as true and correct, unless legal survey provides the required dimension;

4/13/2015 Provide locations of existing drainage structures within close proximity. This would include any ditches, drop inlets or catch-basins that may affect the placement of the driveway aprons.

4/7/2015 Environmental Department

4/7/2015 Public Works Department

4/15/2015 There was no site utility plan submitted. The applicant will have to propose subsurface drainage since no sheet flow is allowed directly into the Parish streets per Drainage Ordinance 19914.

4/22/2015 There is no Parish gravity sewer line fronting the property. There is a existing gravity sewer line that ends approximately 250 feet from the property from the north side of Hector Avenue. The owner will have to provide engineering plans to this office for review and approval whether the line can be extended (owner will have to install) or a private lift station/force main would have to be installed by owner.

4/22/2015 Please submit peak sewerage flow calculations based on fixtures units to this office so that the determination can be made by the Sewerage Dept. to determine any adverse impacts to existing facilities. Any costs associated with the upgrade of these facilities are at owner's expense.

Electrical Department

4/22/2015 Missing as described below:  
Jefferson Parish Ordinance Sec-5-115.7 Applications for building permits to install electrical wiring and equipment in commercial buildings that fall within the scope of this chapter shall be accompanied by two sets of drawings and specifications. The following limits determine when electrical plans must be designed and stamped by a Louisiana Registered Electrical Engineer with a live signature, signed in blue ink. 1. Installation of over 200 ampere, single phase electric service, or 2. Installation of over

150 ampere, three phase electric service, or 3. Installation of any electrical service over 240 volts. Drawings and specifications may be required for all work whenever the Chief Electrical Inspector or his designee deems it necessary. Such drawings and specifications shall be certified by a Louisiana Registered Electrical Engineer and shall be submitted to the Department for approval.

Mechanical Department

4/2/2015 APPROVED

Traffic Engineering Department

4/21/2015

1. North arrow should be to right, not left.
2. Since Whitney Ave. is one-way northbound, it is recommended the one-way drive aisle operate in the opposite direction, from west to south. This will allow circulation between the 2 sides of the parking lot.
3. Add DO NOT ENTER signs on one-way drive aisle.
4. Use green space to widen drive aisle on west side of lot to 24'.
5. On north side of lot turn parking 90 degrees. Put 4 spaces along east side of lot, 24' drive aisle and 2 spaces on west side of lot (between building and one-way drive aisle).

Jefferson Fire Prevention

4/2/2015 Approved

Plumbing Department

4/16/2015 Revised plans approved

Commercial Building Review

- 4/10/2015
- o As per Jefferson Parish zoning article XIX sec 40-324 (2) ( a) this property abuts residential zoned property therefore a 5 foot clear side yard is required. Stairs not allowed in side yard setback unless Board of Zoning Adjustments "BZA" grants approval.

Additional requirements and/or comments may follow upon receipt of the above required information. Before any permits can be issued, a copy of an executed contract must be provided and permit fees may be increased accordingly.

NOTE: This review shall in no way permit and/or authorize any omission or deviation from the specific requirements of the adopted codes.

If you require further assistance, please contact the appropriate office at the number listed above.

Allan Suess,  
asuess@jeffparish.net

CC:

One or more parameters were not specified for the subreport, 'Subreport3', located at: /Jefferson/PlanReview/Sub\_CCList.