



St. Tammany Parish  
Department Of Permits & Regulatory  
P. O. Box 628  
Covington, LA 70434  
Phone: (985) 898-2574 or (985) 646-4166  
Fax: (985) 898-2785 or (985) 646-4174  
[permits@stpgov.org](mailto:permits@stpgov.org)

Form #7 12/08/11

## Requirements for Commercial Permits

- Completed Permit Application
- Assessment #/ Parcel # (10 digit # from assessor 985-809-8180 or [www.stassessor.org](http://www.stassessor.org))
- Legal Description of Property (title, deed or cash sale)
- Lease (if applicable)
- Survey of the Property (Including Flood Zone)
- Department of Planning Review and land clearing permits (985) 898-2529
- Department of Environmental Services Review (985) 898-2535
- Department of Engineering Review (985) 898-2552
- 911 Addressing/Flood Zoning (985) 898-2532
- State Fire Marshall Review Letter (800) 256-5452
- State Board of Health Review Letter (985) 893-6296
- State Highway Department Approval (state roads only)
- State Licensed General Contractor
- St. Tammany Parish Registered Contractor (Dept. of Permits & Regulatory)
- Complete Set of Stamped Plans – including riser diagrams (must have live stamp)
- Completed Sheriff's Job Registration Form
- Check for Plan Review and Permit Fees
- List of Subcontractors and Copies of Contracts – double fees for plumbing & electrical
- Fees:

New Construction -- \$140 + .21 per square foot

Additions -- \$ 100 + .21 per square foot

Remodel -- \$ 85 + \$5 per thousand dollar of contract amount

Plan Review-- \$ 150 + .01 per square foot

— Double Fees For  
(work already started)