



# LIVINGSTON PARISH

Office of the President  
Building Department

*An Equal Opportunity Employer*

**RANDY DELATTE**  
Parish President

**DEE DEE DELATTE**  
Building & Permit Director

## CULVERT PERMIT APPLICATION

DATE: \_\_\_\_\_

NAME OF APPLICANT: \_\_\_\_\_

SITE ADDRESS: \_\_\_\_\_

CITY, STATE & ZIP: \_\_\_\_\_

SUBDIVISION & LOT # \_\_\_\_\_

APPLICANT'S TELEPHONE # \_\_\_\_\_

\_\_\_\_\_ DRIVEWAY      \_\_\_\_\_ SUBSURFACE      \_\_\_\_\_ OFF ROAD DRAINAGE

APPLICANTS SIGNATURE \_\_\_\_\_

### \*\*\*FOR OFFICE USE ONLY\*\*\*

\_\_\_ Subdivision Sub-Surface      \_\_\_ Subdivision no Sub-Surface      \_\_\_ Not in a Subdivision

Signature \_\_\_\_\_ Date: \_\_\_\_\_

DPW REPRESENTATIVE      APPROVED \_\_\_\_\_      REJECTED \_\_\_\_\_

CULVERT SIZE \_\_\_\_\_ CULVERT LENGTH \_\_\_\_\_ # OF CATCH BASINS \_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DPW FOREMAN

SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

PARISH COUNCIL APPROVAL: \_\_\_\_\_ DATE: \_\_\_\_\_



# LIVINGSTON PARISH

## Department of Public Works

*Randy Delatte*  
Parish President

*Robert Dugas*  
Public Works Director

*Charles Montgomery*  
Assistant Public Works Director

**Robert Dugas - Public Works Director**  
**Charles Montgomery -Assistant Public Works Director**

### SUBDIVISION CULVERTS & DRAINAGE

No person, including but not limited to contractor, housebuilder, homeowner, or lot owner, shall install subsurface drainage culverts, other than an approved driveway culvert, in road/street ditches until after the maintenance bond has been released by the Livingston Parish council on the street and drainage improvements, unless a plan, by a licensed engineer, to enclose the roadside ditch is submitted and approved by the parish engineer. Approved plan shall include catch basins (2' x 2' minimum) with removable grate located a maximum of every (40) feet, this is including driveway culvert. **If installing a concrete driveway, you must use expansion joints (SEC. 125-91). Expansion joints shall be placed three (3') feet from the center on either side. This shall apply to all driveway, path or sidewalks culverts. In the event there is less than (3') three feet distance, joint shall be placed at the furthest point. Livingston Parish Department of Public Works IS NOT responsible for any subsurface. CONCRETE culverts may be used but the Parish WILL NOT INSTALL.**

### PARISH ROADSIDE CULVERTS & DRAINAGE

Anyone installing culverts in any parish road/street ditch shall obtain a permit to install culverts from the Parish Building Permit Office. **The proposed location of culverts must be staked out and visible from roadway before the proper culvert size can be obtained.**

### VIOLATION AND PENALTY

The violation of any such provision of the Code shall be a misdemeanor punishable by a fine of not more than five hundred dollars (\$500)

I HEREBY AGREE THAT I HAVE READ THE ABOVE INFORMATION AND AGREE TO FOLLOW ACCORDINGLY.

Signature: \_\_\_\_\_  
**Homeowner/contractor**

Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**GALVANIZED CULVERTS ARE NOT APPROVED IN LIVINGSTON PARISH**

28325 Charlie Watts Rd, Livingston, LA. 70754  
(225)686-3030 / (225)686-2898 Fax

## **CULVERT PERMITTING AND INSTALLATION PROCEDURES OF PARISH STREETS**

- 1. The customer obtains permit from the Permit Office.**
2. The customer then takes the permit to the Public Works Department at 28325 Charlie Watts Rd. Livingston.
3. A copy of the permit will be made for our files. We will explain all procedures for culvert installation. You will also be provided with a folder that will have all relevant information.
4. You will need to sign the provided form saying you understand the information. You will receive a copy of the signed form.
5. The customer will **mark** the proposed location of culvert and **notify** Public Works. We will then schedule to visually inspect the location and size the culvert.
6. After the proposed culvert is sized the information is given to the customer.
7. After culvert installation, the customer schedules with Public Works to inspect work.
8. The Department of Public Works **DOES NOT INSTALL SUBSURFACE DRAINAGE PIPES NOR RESPONSIBLE FOR ANY SUBSURFACE.** However, we will assist with digging the ditch on grade.
9. If the Homeowner chooses to install their culvert, before completion (covering up the culvert) they will need to call the office for an inspection.
10. The home owner is responsible for their **own materials** (the Parish **DOES NOT** supply culverts, dirt or any other materials)
11. All materials must be in **reaching distance** of Parish Equipment. Parish employees are **not allowed** to go onto the homeowners property.
12. We (Livingston Parish Council) **DO NOT** sell Culverts to the **PUBLIC.**

# CULVERTS

The following types of culverts may be used for both DRIVEWAY and SUBSURFACE drainage:

Concrete

Black Plastic (if anchored down)

Heavy White Plastic (A-2000 Ribbed)

Black Tar Coated Steel (Tar Coated Galvanize)

**NO GALVANIZE**