



Cypress Black Bayou  
Recreation and Water  
Conservation District

## CYPRESS BLACK BAYOU RECREATION & WATER CONSERVATION DISTRICT

135 Cypress Park Drive | Benton, Louisiana 71006 | (318) 965-2289

### MAINTENANCE / REPAIR PERMIT APPLICATION

Permit Fee: \$350 | Includes 2 anticipated inspections | Additional inspections: \$100 each

This permit is for repairs and maintenance of existing permitted structures on District property or within the flowage easement.

#### PERMIT INFORMATION

<b>Permit # (District Use):</b>	<b>Date Issued (District Use):</b>
<b>Property Owner Name:</b>	<b>Property Address:</b>
<b>Property Owner Phone:</b>	<b>Property Owner Email:</b>
<b>Contractor Name:</b>	<b>Contractor License #:</b>
<b>Contractor Phone:</b>	

#### TYPE OF MAINTENANCE / REPAIR

- Roof replacement
- Deck board replacement
- Structural member replacement (in kind)
- Minor repairs
- Pile replacement
- Other (specify): \_\_\_\_\_

#### DETAILED DESCRIPTION OF WORK

Describe the work to be performed:

#### REQUIRED DOCUMENTATION

- Photos of existing structure and area to be repaired
- Simple description or sketch of repair work
  - Note: Engineered plans are NOT typically required for repair-in-kind work
- Contractor license (if project exceeds \$7,500)
- Contractor certificate of insurance (if contractor used)

SITE INSPECTION REQUIRED: A site inspection will be conducted to review the proposed work prior to permit issuance. Contact CBB at (318) 965-2289 to schedule.

### IMPORTANT NOTES

- "Repair in kind" means replacing with same-size materials or better, without changing the footprint or design
- If expanding, modifying, or substantially changing a structure, a new construction permit is required
- Electrical work (if any) must be performed by a licensed electrician
- Work must be completed within 6 months of permit fee payment
- Contact CBB at least 3 days in advance to schedule inspections

### APPLICANT ACKNOWLEDGMENTS

I certify that the above information is true and correct. I agree to abide by all District rules and regulations, pay all required fees, and allow District representatives to inspect the work. I understand permit fees are non-refundable and construction without a permit may result in fines.

\_\_\_\_\_  
*Property Owner Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Contractor Signature (if applicable)*

\_\_\_\_\_  
*Date*

### FOR DISTRICT USE ONLY

\_\_\_\_\_  
*Fee Received and Permit Issued by:*

\_\_\_\_\_  
*Date*

*(Print Name / Title)*