



## Requirements for Obtaining a Rapides Parish Development Permit

A development permit shall be required if you build, locate, or substantially improve any structure designed for occupancy as a residence, place of business, camp, nonresidential/commercial development or improvement thereof, industrial development or improvement thereof, or place any mobile home upon any lot in the unincorporated areas of the parish, prior to the start of construction, and shall comply with the Rapides Parish Police Jury's Code of Ordinances, Article VI, Section 6 ½,

A development permit is required in all areas of special flood hazard within the jurisdiction of Rapides Parish outside the incorporated municipalities, and shall comply with the Rapides Parish Police Jury's Flood Damage Prevention Ordinance, Section 10 ½.

To obtain a development permit:

- Step 1:** Obtain an application from the Rapides Parish Permitting Office (RAPC)
- Step 2:** Complete a permit application, and if applicable, a flood plain development application. Identify the location of the development. Attach a plat of survey or site plan.
- Step 3:** *If located within a special flood hazard area, include the following:*  
Plans, drawn to scale showing the location, dimensions, and elevation of proposed landscape alterations, existing and proposed structures, and the location of the foregoing in relation to areas of special flood hazard.
- Elevation in relation to mean sea level of the lowest floor of all new and substantially improved structures, including the placement of manufactured homes.
  - Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development, and the effect of any drainage structures which will be installed or constructed will have on the adjoining property owners.
- Step 4:** Application will be reviewed by the Floodplain Administrator.
- Step 5:** Once your development permit has been approved, you may obtain your building permit from your local municipality.