Moving Permit Guide

Moving permits are required through this office before any structure; including Manufactured Home, Houses, Portable Buildings, etc. can be moved in the Tangipahoa Parish. This permit is to be obtained by the Owner and is not the same as a state permit required for the mover. A copy must be provided to the mover to be kept in vehicle at the time of the move. (Required to avoid fines). An inspection from the Tangipahoa Parish Environment Health Office and a flood determination will be made before a permit will be issued. The Permit and Environment Health offices are located behind the Health Unit at 15485 Club Deluxe Road – Hammond, LA

1. Obtain an address for the property. Call the 911 Office (985)747-0911.
2. Bring address, and a copy of survey or deed of your property to the Permit Office
   Hammond (985)542-2117 or Amite (985)748-2024
   If you are located in the Sewer District call (985)542-8877
3. A flood determination of your property must be done by our office, if located in a special flood hazard area you must obtain an elevation certificate first, and then submit the original certificate for approval from Community Development first.

**Once you have been notified that your sewer approval is ready to be picked up from the Environment Health, you can go to the Permit Office for permit. (*If located in a special flood hazard area you must bring in the original elevation certificate into the Permit Office.)

<table>
<thead>
<tr>
<th>Permit FEES:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>House / Shed</td>
<td>$50.00</td>
</tr>
<tr>
<td>Used mobile home</td>
<td>$25.00</td>
</tr>
<tr>
<td>New-single wide</td>
<td>$60.00</td>
</tr>
<tr>
<td>New-double wide</td>
<td>$120.00</td>
</tr>
</tbody>
</table>

To get permanent power to the House/Manufactured Home:
   a. LHS-47 or Sewer District final approval
   b. If you are in a flood Hazard Area, a original final Elevation Certificate.
   c. $20.00 Permit fee to send to Entergy

Further information can be obtained on our website at: www.tangipahoa.org
MOVING PERMIT APPLICATION

Name of Applicant: ________________________________ Contact Phone Number: ________________________________

Site Location (911 Address): ________________________________________________________________

City: ________________________________ State: ______ Zip Code: ________________________________

Directions to Site: ________________________________________________________________

**Type of Structure:** (What are you moving?) (check-one)

- House: $50 _____ Storage Shed: $50 _____ FEMA Trailer: _____

**Location Information:**

- Existing Mobile Home Park: Yes _____ No _____ Mobile Home Park’s Name: ____________________________________________
- Private Property: Yes _____ No _____ Land Owner’s Name: __________________________________________________________
- Family Property? Yes _______ No _______ Total Acres? ______

How many existing mobile homes and/or houses are located on the property? Mobile Homes: _____ Houses: _______

(Must be ½ acre per T.P. Ord No. 16-18, Sec 17.7.6.1)

Mover’s Name and Phone #: ____________________________________________________________

Structure being moved from: ________________________________________________________________

__________________________________________ ______________________________
Applicant’s Signature Date

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**OFFICE USE ONLY:**

- FLOOD DETERMINATION: Community No. 220206 Panel: __________ Zone: __________ Tax Assessment #: ________________
- Section: _________ Township __________ Range _________ Council District Number: _________
- How Determined: _______ By whom: _____________________________ Elevation Certificate Required: _____ Yes _____ No
- _______ This area IS NOT in a special flood hazard area _______ This area IS in a special flood hazard area

Notes: ____________________________________________________________

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**COMMUNITY DEVELOPMENT:**

Approved by: _______ Not Approved by: _______ Reasons (not approved): ____________________________________________

Notes: ____________________________________________________________

Signature: ________________________________ Date: ________________________________