

**VERMILION PARISH POLICE JURY  
PARISH OF VERMILION, LOUISIANA**

**POND PERMIT APPLICATION**

*Please complete and deliver to Sellers & Associates, Inc. located at 148-B Easy Street, Lafayette, LA 70506*

PERMIT NUMBER: \_\_\_\_\_  
ELECTION DISTRICT: \_\_\_\_\_

Applicant Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Pond Site Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Pond Size (Acres): \_\_\_\_\_

**Data to be Submitted Relative to the Proposed POND Location Shall Include:**

- Three copies of the Pond Permit Application form
- Three copies of the legible and properly scaled plat of survey or map showing the following:
  - Dimensions & Acreage of the total property
  - Location and Acreage of the proposed POND
  - Depth, Length, Width and Slope of the POND (Minimum 3:1 side slopes)
  - Location and size of overflow and/or outlet
  - Existing and Proposed Site Drainage Pattern(s)
  - Drainage path to nearest right of way, ditch or channel
  - Location of the placement of excavated soil or note describing where soil will be relocated
  - Dimension from Edge of Pond to nearest adjacent property line (**50' minimum**)
  - Location of designated FEMA flood zones and floodways crossing property, if applicable
- Three copies of FIRM map showing location of proposed POND
- Permit Fee: \$ \_\_\_\_\_ Check No. \_\_\_\_\_ (Refer to Page 2, Item 1)

Any other information which may be required by the Grantor shall be furnished to the Grantor by the Applicant free of cost, and the Applicant shall make any and all changes or additions necessary to make the proposed POND compliant with the Ordinance & General Conditions.

**THIS PERMIT IS GRANTED SUBJECT TO THE FOLLOWING SPECIAL CONDITIONS:**

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**RECOMMENDED FOR APPROVAL:** \_\_\_\_\_  
**PARISH ENGINEER**

**RECOMMENDED FOR APPROVAL:** \_\_\_\_\_  
**FLOODPLAIN ADMINISTRATOR**

Permit granted this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

**APPROVED:** \_\_\_\_\_  
**PARISH ADMINISTRATOR**

## GENERAL CONDITIONS UNDER WHICH PERMIT IS GRANTED:

1. The Applicant shall provide a non-refundable **\$300.00 Permit Fee** made payable to the Vermilion Parish Police Jury.  
  
A \$200.00 late fee will be added to the permit fee for applications filed after construction has begun on a project. Any person who violates the POND Ordinance shall, upon conviction thereof, be guilty of a misdemeanor and shall be subject to a fine of not more than \$500.00, or a prison term of not more than thirty (30) days, or both, for each violation. Each day that a violation of this ordinance exists shall be considered a separate offense.
2. A "POND" shall be defined as a man-made body of water located on the lands of a single owner, or of a single group of joint owners, which does not have an outlet, or has a small outlet, to any public bodies of water.  
  
Any person (including but not limited to a landowner, lessee, possessor, permittee, invitee, business entity or governmental body) wishing to create, expand, improve or repair a POND on property located in Vermilion Parish, Louisiana shall first obtain a permit from the Vermilion Parish Police Jury.  
  
PONDS in existence prior to the effective date of the Pond Ordinance 2022-O-05 (June 15, 2022) are exempted from the requirement of obtaining a permit. However, if said PONDS are enlarged, expanded, improved or repaired subsequent to the effective date of this Ordinance, any such enlargement, expansion, improvement or repair of a POND shall require a permit and shall be in compliance with the requirements of the Pond Ordinance.  
  
Additionally, PONDS in existence prior to the effective date of said Ordinance may not encroach on property not owned by the owner or possessor of said POND.
3. Minimum Setbacks from edge of pond to property lines is 50'. Minimum pond side slopes shall be 3:1.
4. **No fill or excavated pond material may be placed in designated FEMA Floodways unless a No-Rise Certification is submitted and approved by the Parish Floodplain Administrator. The use of fill is prohibited for structural support of buildings in V zones.**
5. A building permit may also be required for the construction of temporary or permanent structures from the Permit Office of the Vermilion Parish Police Jury (Contact Building Department Official at 337-898-4300), if applicable.
6. Any POND excavation used to extract sand, gravel, clay, dirt, or other material to be used as fill or other purpose to another site shall obtain a Vermilion Parish BORROW PIT permit in accordance with Ordinance No. 2013-O-10.
7. PONDS created by persons engaged in the business of agriculture shall be exempt from the requirement of a permit. Said property use shall be verified by providing tax status of property.
8. Soil borings for any excavation in excess of 10-foot depth shall be provided by an independent testing lab for a depth of 5-feet below the anticipated excavation and shall be spaced at one per acre.
9. Applicant shall perform any maintenance work which is required any time after installation or when construction is completed. Such maintenance work shall include suitable material or earth fill and repairing of damage caused by settlement, erosion or damage to other structures. Any damage to adjacent property must be repaired at the Applicant's expense.
10. Applicant is responsible for maintaining existing conditions of any Public Right-of-Way (i.e., ditch grade, roadway shoulder and roadway) during construction activities as it relates to this Permit. Applicant is not allowed to damage or alter ditches, store construction material and equipment that may cause damage to the Public Right-of-Way.
11. The Applicant agrees to hold harmless the Grantor and its duly appointed agents and employees against any action for personal injury or property damage sustained by reason of the exercise of this permit.