



WORK FORCE TEMPORARY HOUSING PERMIT APPLICATION

Application fee \$500.00

Applicant:

Name_____

Address_____

Phone_____Email_____

Name of Work Force Temp. Housing *(must contain the phrase "Work Force Temporary Housing" or "Camp")*

On-Site Manager:

Name_____

Address_____

Work Phone_____Cell Phone_____

Alternate Emergency contact info:

Name_____Cell Phone_____

An estimate for the duration of use of the Work Force Temporary Housing:

THE FOLLOWING INFORMATION MUST BE ATTACHED AS EXHIBITS

Exhibit A: Legal Description of property

Exhibit B: A copy of the title/deed, buy-sell agreement or lease agreement for any real property involved, if applicable. A copy of any document confirming the applicant's authority to use the property in a manner and for a duration consistent with its application is acceptable;

Exhibit C: Professional site plan, drawn to scale by a La. licensed Architect or Engineer

Exhibit D: Description of how the PMQ's, portable building/structures, and common areas will be manufactured or constructed, and how the PMQ, buildings/structure, or common area will be anchored or affixed to the earth

Exhibit E: Floor plan and square footage for each different style PMQ, portable building/structures, and the common areas as well as a summary of square footage of the entire PMQs, portable structures, and common areas

- Exhibit F: A statement indicating the total number of beds the facility will contain
- Exhibit G: A statement indicating the total number of projected employees
- Exhibit H: The date the Work Force Temporary Housing will be operational and an indication of whether or not there will be one or more phases in implementing the total number of beds along with the plan which indicates the order of phasing, improvements contemplated in each phase and the number of beds for which the applicant intends to seek certificates of occupancy to occupy during the phasing, if any;
- Exhibit H: A site security plan (See Sec. 5-318 of TWFH ordinance)
- Exhibit I: Approved plans for fire protection and emergency response measures
- Exhibit J: A list of Work Force Temporary Housing rules and regulations
- Exhibit K: A statement describing adequate methods for providing the following utilities and services:
- a. Water supply requirements to the facility, sewage and grey water handling
 - b. Power supply
 - c. Private “refuse” disposal amounts
 - d. Fire and emergency evacuation
- Exhibit L: A list stating the applicant’s previous Work Force Temporary Housing experience and list of references, including any other cities where Work Force Temporary Housing have been established; and a minimum of 1,000 land based beds which are currently certified for occupancy by the applicable governing authority where they are located.
- Exhibit M: Plans for site restoration:
- Site Restoration Plan shall include the procedural timeline (within 12 months) on removal of all PMQs, buildings, utility services, fences, roads, any improved surfaces, required re-grading (as applicable), waste clean-up, weed control and planting and fertilization necessary to restore the site to pre-development or more pristine condition, an estimated cost of site restoration.
- Such other information as requested by the Director of Public Works, Chief Building Official or City Council Clerk.
- Exhibit N: Traffic and drainage study
- Exhibit O: Attach any variances requested

In addition to the other provisions of this Ordinance pertaining to restoration of sites utilized for work force housing, the developer of any work force housing site shall also obtain and deliver to the City an original of either, an irrevocable letter of credit in the amount of not less than Three Million (\$3,000,000.00) OR both a payment and performance bond in favor of the City in an amount of not less than One and one-half Million and No/100 (\$1,500,000.00) Dollars each, which irrevocable letter of credit OR payment and performance bonds shall secure and insure prompt and adequate performance of restoration to the original condition of any site utilized by the developer for work force housing within the City. No payment and performance bond may be cancelled without providing to the City advance written notice of cancellation of same not less than thirty (30) days prior to cancellation. The notice of cancellation herein provided for must be delivered to the Mayor of the City by means of Certified Mail Return Receipt Requested. Upon receipt of such notice, the Mayor shall immediately notify the developer of the work force housing site, and thereupon require the developer to replace the payment and performance bond provided for herein, so that there will be no lapse in time where a valid and enforceable payment and performance bond will not be held by the City. The failure of the developer to provide the initial and all renewals of the required payment and performance bond shall entitle the City to (i) refuse to issue a development permit for construction of the work force housing, (ii) compel by means of a writ of mandamus, or other legal enforcement proceedings, the developer to provide the required payment and performance bond, and/or (iii) seek damages against the developer for failure to provide the required payment and performance bond, and/or (iv) seek legal action to close the work force housing development.

Property owner (s)

Date

Lessor

Date