



V. J. St. Pierre
PARISH PRESIDENT

SAINT CHARLES PARISH

Department of Planning and Zoning

P.O. Box 302 • HAHNVILLE, LOUISIANA 70057
(985) 783-5060 • (985) 783-5000 • FAX (985) 783-6447

PERMIT APPLICATION SEASONAL VENDOR: CHRISTMAS TREE SALES

PERMIT #: _____ DATE REQUESTED: _____

RECEIPT #: _____ ZONING DISTRICT: _____

APPLICANT: _____ PHONE #(S): _____

MAILING ADDRESS: _____

PROPERTY OWNER(S): _____

ADDRESS: _____

PHONE #: _____

NAME OF BUSINESS: _____

BUSINESS ADDRESS: _____

SIGN PERMIT REQUESTED: YES NO EXISTING SIGN

ADDITIONAL BUSINESSES ON SITE? _____

CHECKLIST FOR OBTAINING PERMIT:

- _____ 1. The State Fire Marshal recommends that tents used by seasonal vendors
 - a. Be certified fire retardant
 - b. Have at least two means of egress AT ALL TIMES—even when it's cold.
 - c. Have at least one 2A Rated fire extinguisher easily accessible by staff.
 Please call Nunzio Marchiafava, LA State Fire Marshal, NO District Manager at 504-219-4600 with any questions.
- _____ 2. Sanitary facilities (toilets) must be available to customers during business hours. The use of temporary sanitary facilities requires permit from the Department of Environmental Health (DEH) (985-785-1029). Also, the sale or offering of any type of refreshment other than coffee requires a permit from DEH.
- _____ 3. Provision of site plan indicating the driveway, parking area, and customer loading area, location of trees and flocking or work area, as well as checkout area and any signage.
- _____ 4. Copy of your lease and/or act of sale to property.
- _____ 5. Completed application, with fee (\$25.00) paid in advance.

APPLICANT SIGNATURE: _____

PROPERTY OWNER SIGNATURE: _____

PLANNER APPROVAL (SIGNATURE): _____

FEE PAID (PERMIT SECTION SIGNATURE): _____

*** Applicant must obtain a sales tax number from St. Charles Parish School Board Office, Luling (785-6289). Following receipt of Certificate of Zoning Compliance and sales tax number, obtain an occupational license from the sheriff/Tax Collector (783-6835).