



## St. James Parish Government

P. O. Box 106  
Convent, Louisiana 70723-0106  
FAX (225) 562-2422  
TDD: (225) 562-8500

**Peter A. Dufresne**  
Parish President

Permitting Phone: (225) 562-2243

Permitting Email: [permitting@stjamesparishla.gov](mailto:permitting@stjamesparishla.gov)

### Residential – Utility Connection Request

- Proof of Ownership, or
- Notarized Letter from Property Owner or lease agreement
- Valid Picture ID
- LaDHH Approval (Health Department) if water service has not been active in over fourteen (14) days.
- Payment for Utilities

### Commercial – Utility Connection Request

- Proof of Ownership, or
- Notarized letter from property owner or lease agreement
- Valid Picture ID
- LaDHH Approval (Health Department) if water service has not been active in over fourteen (14) days.
- Payment for Utilities
- Fire Marshal Approval if there is a change of use.

### Sanitation Department Information:

All Permits Including PLUMBING Must Go through the Health Department

Phone: (225) 265-4002  
29170 Health Unit Street, Vacherie, LA 70090

Office Hours:  
Monday & Wednesday – 8:00 a.m. – 9:30 a.m.

---

**Rick Webre**  
Director of  
Operations

**Felix Boughton**  
Director of  
Finance

**Ingrid LeBlanc**  
Director of  
Human Resources

**Eric Deroche**  
Director of  
Emergency Preparedness

---

