



## Public Servitude Encroachment

This procedure shall be followed by anyone requesting permission to encroach into a public servitude with paving, swimming pools, decks, fences, generators, etc.

1. Prior to the issuance of a permit, any applicant requesting approval to encroach into a public servitude shall obtain permission from the agency, or agencies, having control of the particular servitude.
2. All permit applications shall include a plot plan, drawn to scale, clearly defining the location by lot number, subdivision name and address (if assigned). Servitudes, rights-of-way, catch basins, manholes, and dimensions of property must also be shown on the plot plan, along with the proposed encroachment.
3. Upon review of the plans and encroachment request, Building Department plan review personnel will determine the type of servitude and advise you on the required agency/agencies to contact. You must then send an email or letter to each agency requesting approval to encroach into the servitude. The request must include a map of the proposed encroachment. See list below for complete contact information.
4. Once you have received **ALL** of the necessary approval letters from the various utility agencies and/or City-Parish maintenance divisions, you must then forward/deliver these letters to the appropriate Plan Reviewer, at which time you will be provided with a completed Hold Harmless agreement. **This Hold Harmless must then be signed (and notarized) by the property owner, recorded with the Clerk of Court's Office, and returned to the Building Department.** The agreement states that the City of St. George and utility companies will not be liable for any damage caused by maintenance or installation of utilities in the servitude. The property owner will be responsible for replacing any paving or other improvements in the servitude.
5. Issuance of a building permit may be delayed until the above process has been completed.

### For UTILITY SERVITUDE ENCROACHMENT, contact all utility agencies:

#### **Baton Rouge Water Co.**

*Brook Bourgeois*  
8755 Goodwood Blvd  
Baton Rouge, LA 70896  
Ph: 225-231-0312  
[engineering@batonrougewater.com](mailto:engineering@batonrougewater.com)

#### **DEMCO**

*Sam Rosso*  
P.O. Box 15659  
Baton Rouge, LA 70895  
Ph: 225-262-3097  
[samr@demco.org](mailto:samr@demco.org)

#### **Cox Communications**

*Thomas Floyd*  
7401 Florida Blvd  
Baton Rouge, LA 70806  
Ph: 225-237-5423  
[thomas.floyd@cox.com](mailto:thomas.floyd@cox.com)

#### **Entergy**

*John (Sam) Morse*  
5755 Choctaw Dr.  
Baton Rouge, LA 70805  
Ph: 225-354-3218  
[jmorse1@entergy.com](mailto:jmorse1@entergy.com)

#### **AT&T**

*Lonese Oubre*  
5550 S Sherwood Forest Blvd  
Baton Rouge, LA 70816  
Ph: 225-353-3015  
[lo5839@att.com](mailto:lo5839@att.com)

#### **Atmos Energy**

*Robert Ledet*  
450 Laurel St., #2100  
Baton Rouge, LA 70801  
Ph: 225-402-6902  
[robert.ledet@atmosenergy.com](mailto:robert.ledet@atmosenergy.com)

### For DRAINAGE SERVITUDE ENCROACHMENT, contact City of St. George Right of Way Coordinator:

#### **Brandon Christmas**

11207 Proverbs Ave, St. George, LA  
Ph: 225-228-3200  
[bchristmas@ibts.org](mailto:bchristmas@ibts.org)

### For SEWER SERVITUDE ENCROACHMENT, contact City-Parish:

#### **DES - Sewer Engineering**

*Matt Bizot*  
1100 Laurel St, Suite 217  
Baton Rouge, LA 70802  
Ph: 225-389-5623 Ext: 5744  
[mbizot@brla.gov](mailto:mbizot@brla.gov)

