

## Instructions for Posting Notice

Post notice near main entrance of the construction site.

For gated communities, the posting should be outside of the main gate. The idea is for the general public to have access to the notice in order to be informed. The notice can be posted at the guardhouse as long as posting it there is not intimidating to the public, such as having to ask a guard with a gun for the information.

If you are not in a gated community, it is recommended that the notice be posted on each lot on which you are building or disturbing ground. If you are working on a group of lots that are contiguous, one notice may suffice. You will want to be sure to list each lot number on the notice.

“If posting the information near a main entrance is infeasible due to safety concerns, the notice shall be posted in a local public building.” This has to be due to real safety concerns not just because you don’t want to post it on the site or at the entrance to the development.

The notice needs to be posted until all activities covered under either LAR100000 or LAR200000 are being conducted. Once the permit is terminated or a Notice of Completion is submitted to the Louisiana Department of Environmental Quality, then the notice can be removed.

Use either example or one you create yourself. There is no “required” form only required information. Just make sure all the required information is included in the notice. If you have not received your permit number from LDEQ, you must post a copy of the Notice of Intent (NOI). Once you receive the number you can use one of the example notices below and can remove the NOI from where you have it posted. Where there are multiple builders using the same posting board, you can use the second posting example and stack the NOI on top of each other if you clearly separate and mark the NOIs such as a color page between NOIs and a tab with the builder’s name on it in order to make it easy for the public to locate the information for each builder.

# NOTICE

**Company/Contractor Name:**

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**Site Location:**

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**LPDES Permit Number:**

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(If a number has not been assigned, post a copy of Notice of Intent)

**Local Contact Person**

**Name:** \_\_\_\_\_

**Telephone No.:** \_\_\_\_\_

**Project Description:**

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**Location of Storm Water Pollution Prevention Plan:**

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