

Institutions of Detention or Incarceration Plan Review Questionnaire

1. Applying for: Jail, Prison, Other Institutions of Incarceration
 Juvenile Detention Center
2. Name of facility: _____
3. Physical address: _____
4. Telephone number of facility: _____
5. Mailing address (if different from physical address): _____
6. Owner of facility:

(If corporation, partnership, LLC, or LLP; provide copy of the page of articles of organization or incorporation naming agent with agent's contact information)
7. If partnership, list partner name (s):

8. Contact person for facility:
Name: _____ Phone #: (_____) _____
Cell phone #: (_____) _____ Email address: _____
*Used for inspection reporting, boil water advisories, and other pertinent information.
9. Owner of the real property (land and building):
Name: _____ Phone #: (_____) _____
10. Check all that apply and complete blank as necessary:
 - New construction
 - Existing building; year constructed _____
 - Existing building-occupancy classification will remain the same
 - Change of existing business ownership only
 - Change of real property ownership
 - Renovation/remodel of existing facility
 - Addition to existing facility

11. Is the facility connected to a public water system?
 Yes, name of public water system: _____
 No, must submit water well plans. (Shall comply with the provisions of LAC, Title 51, Part XII.)
12. Is the facility connected to a public sewer system?
 Yes, name of system: _____
 No, must submit sewage system plans. (Shall comply with the provisions of LAC, Title 51, Part XIII.)
13. Specify the finish schedule for walls, floors, and ceilings throughout the facility according to specific areas. (example: linoleum in hall)
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(Part XVIII. Chapter 1. §101. General Construction B. "All buildings shall be of sound construction. A finish that is easily cleaned shall be applied to all walls, floors, and ceilings.")

14. Are provisions in place to make running potable water for drinking purposes available to each cell and cellblock area? **Yes** **No**
(Part XVIII. Chapter 1. §101. General Construction F.)
15. Are hand washing lavatories provided with hot water (not to exceed 110°F) and cold water, delivered through a mixing faucet, in each cell and cellblock area except in padded cells?
 Yes **No**
(Part XVIII. Chapter 1. §101. G.)
16. Is a toilet provided in each cell where prisoners are not allowed free access to the cellblock area (except in padded cells)? **Yes** **No**
(Part XVIII. Chapter 1. §101. H.)
17. Are hot and cold water delivered through mixing faucets to all showers, tubs, or other bathing facilities available to all inmates? **Yes** **No**
(Part XVIII. Chapter 1. §101. I.)
18. Is a toilet and lavatory provided in a room separate from cellblock facilities where visitor waiting rooms are provided? **Yes** **No**
(Part XVIII. Chapter 1. §101. K.)
19. Is a minimum of 48 square feet of floor space provided for each prisoner where he or she may be confined for 72 hours or over in any one area at a time? **Yes** **No**
(Part XVIII. Chapter 1. §101. L.)
20. Is a minimum spacing of 28 inches provided, horizontally in all directions and vertically, between all beds, which are not separated by walls or approved partitions? **Yes** **No**
(Part XVIII. Chapter 1. §101. M.)
21. Will a minimum of 20 foot-candles of illumination measured at a level three feet above the floor be provided in every indoor area inhabited or traversed by people? **Yes** **No**
(Part XVIII. Chapter 1. §101. N.)

22. Is approved forced ventilation provided throughout all areas of the facility? **Yes** **No**
 (Part XVIII. Chapter 1. §101. O. Forced ventilation approved by the state health officer shall be provided throughout all areas. The combustion chambers of all heaters, heating systems, and other fired equipment shall be vented to the atmosphere. Other parts of the heating, cooling, and ventilation system shall be so designed, built, and maintained as to ensure that the pressure in the space from which combustion air is drawn does not become negative with respect to the atmosphere.)
23. Are openings to the outer air protected against the entrance of flies, mosquitoes, rodents, and other insects and vermin by self-closing doors, closed windows, screening, controlled air currents or other approved means?
 Yes **No**
 (Part XVIII. Chapter 1. §101. P.)
24. Are fixed or removable impervious covers or removable cloth covers provided for all mattresses and pillows? **Yes** **No**
 (Part XVIII. Chapter 1. §103. Operations and Maintenance B.)
25. Will food be stored, prepared, and/or served at the facility? **Yes** **No**
 Will food be transported from a kitchen or dining hall to other areas? **Yes** **No**
 NOTE: Please provide details in the Retail Food Plans Review Questionnaire.
 (Food preparation, storage and handling shall meet all the requirements of Part XXIII of Title 51.)
26. Is an isolation cell provided for any prisoner with a communicable disease when isolation is deemed necessary by the state health officer? **Yes** **No**
 (Part XVIII. Chapter 1. §103. Operations and Maintenance D.)
27. Is a curbed cleaning pad with running water provided for the washing of garbage cans?
 Yes **No**
 Does the water from the can washing area drain to the approved sewage system?
 Yes **No**
 (Please refer to Part XVII. Chapter 1. §111. D. for details on requirements of the can washing area.)
28. **A floor plan is required (hand-drawn or professionally drafted). Label all equipment and fixtures. Please provide the finish schedule for walls, ceilings, and floors.**

_____ Date of signature: _____
 Signature of person preparing this questionnaire

 Printed name and title of person preparing this questionnaire

Contacts and important information:

State Sanitarian located in the Parish you wish to operate:

<https://ldh.la.gov/page/3745>

It is recommended that you obtain a copy of Louisiana Administrative Code, Title 51, Public Health-Sanitary Code, Part XVII. Public Buildings, Schools, and Other Institutions, Part XVIII. Jails, Prisons and other Institutions of Detention or Incarceration at <http://www.doa.la.gov/Pages/osr/lac/books.aspx>

(Effective January 1, 2016, due to Legislative Act 836 of 2014, the Louisiana Department of Health no longer has authority over sizing of grease traps or interceptors, or restroom fixture counts. This responsibility now lies with the local Certified Building Official, CBO, for your geographical location. Contact your local town, city, or parish office for plumbing information, review, and permitting. Information for the CBO is available at 225-922-0817 or at this site:

<https://lasfm.louisiana.gov/searchLSUCCC.aspx>

PLEASE BE AWARE THAT OTHER AGENCIES WILL NEED TO BE CONTACTED. THESE AGENCIES INCLUDE, BUT ARE NOT LIMITED TO, THE LOUISIANA STATE FIRE MARSHAL, DEPT. OF JUSTICE, AND THE LOCAL CERTIFIED BUILDING OFFICIAL (CBO).