
TERREBONNE PARISH COUNCIL

PUBLIC SERVICES COMMITTEE

Mr. Alidore "Al"	
Marmande	Chairman
Mr. Scotty Dryden	Vice-Chairman
Mr. John Navy	Member
Ms. Arlanda Williams	Member
Mr. Gerald Michel	Member
Ms. Christa Duplantis-	Member
Prather	Member
Mr. Darrin W. Guidry,	Member
Sr.	Member
Mr. Dirk Guidry	
Mr. Steve Trosclair	



In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Venita H. Chauvin, Council Clerk, at (985) 873-6519 describing the assistance that is necessary.

AGENDA

March 26, 2018
5:30 PM

Parish Council Meeting Room

NOTICE TO THE PUBLIC: If you wish to address the Council, please complete the "Public Wishing to Address the Council" form located on either end of the counter and give it to either the Chairman or the Council Clerk prior to the beginning of the meeting. Individuals addressing the council should be respectful of others in their choice of words and actions. Thank you.

ALL CELL PHONES, PAGERS AND ELECTRONIC DEVICES USED FOR COMMUNICATION SHOULD BE SILENCED FOR THE DURATION OF THE MEETING

INVOCATION

PLEDGE OF ALLEGIANCE

CALL MEETING TO ORDER

ROLL CALL

1. Discussion and possible action relative to an update on generators at various Parish pump stations.
2. **RESOLUTION:** Awarding and authorizing the signing of construction contract for Parish Project 16-SEW-13, Renovations of Afton and Ardoyne Sewer Lift Stations and issuance of the Notice to Proceed to LA Contracting Enterprise, LLC, in the amount of \$441,800.00.
3. Introducing an ordinance that will create the Schriever Fire Prevention Bureau as a Certified Fire Prevention Agency and defining the intent, purpose and organization of said Bureau, providing for related matters and calling a public hearing on April 11, 2018 at 6:30 p.m.

4. RESOLUTION: Providing for the acceptance of work performed by Barriere Construction Co., L.L.C. in accordance with the Certificate of Substantial Completion for the 2017 Asphalt Street Patching Project No. 17-RDS-30.
5. RESOLUTION: Authorizing the execution of Change Order No. 1 for the Construction Agreement for Parish Project No 17-RDS-30; 2017 Asphalt Street Patching Project, Terrebonne Parish, Louisiana.
6. RESOLUTION: Acceptance of work performed by LA Contracting Enterprise, LLC, in accordance with the Certificate of Substantial Completion for Parish Project No. 16-SEW-33, Coteau Holding Basin Sewer Force Main Replacement.
7. Introducing an ordinance that will dedicate and accept the Act of Servitude providing for a permanent and temporary drainage and construction service for the purposes of improving and expanding the current drainage servitude, improving the drainage for the benefit of the public, including, but not limited to, all persons living and residing in the subdivision known as Manchester Subdivision, extending the previous dedication of the existing drainage servitude in Manchester Subdivision and calling a public hearing on April 11, 2018 at 6:30 p.m.
8. RESOLUTION: Requesting Louisiana Legislators to introduce a bill which would enact uniform Statewide Law governing Digital Transportation Network Services by companies such as Uber and Lyft, and to express support of such a bill in an effort to encourage such companies to offer services to the citizens of Terrebonne Parish.
9. Introducing an ordinance that will amend Appendix A of Chapter 6, "Buildings and Structures" for the purposes of providing for the effect of the expiration and/or termination of any contract for Building Code Review and Inspection Services, and to clarify terminology and processes, to provide for related matters and call for a public hearing on April 11, 2018 at 6:30 p.m.
10. Adjourn

Category Number:
Item Number:



Monday, March 26, 2018

Item Title:

INVOCATION

Item Summary:

INVOCATION

Category Number:
Item Number:



Monday, March 26, 2018

Item Title:

PLEDGE OF ALLEGIANCE

Item Summary:

PLEDGE OF ALLEGIANCE



Monday, March 26, 2018

Item Title:

Pump Station Generator update

Item Summary:

Discussion and possible action relative to an update on generators at various Parish pump stations.

ATTACHMENTS:

Description	Upload Date	Type
Pump Station generator update form	3/8/2018	Backup Material
Pump Station Update	3/8/2018	Backup Material

COMMITTEE:	Public Services Committee
MEETING DATE:	03-12-18
REQUESTED BY:	Councilman John Navy
TOPIC:	Update and possible action relative to the status of Parish pump station generators.

BACKUP INFORMATION: N/A

ATTACHED:	FORTHCOMING:	NOT NEEDED: XX
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TO BE PREPARED BY:	N/A
PERSON COMPLETING FORM:	Suzette Thomas
DATE:	03-08-18

From: [Venita Chauvin](#)
To: [Suzette Thomas](#)
Subject: RE: Pump Station Generator Updates
Date: Tuesday, February 27, 2018 4:03:13 PM

Ok, thanks.

From: Suzette Thomas
Sent: Tuesday, February 27, 2018 4:02 PM
To: Venita Chauvin
Subject: Pump Station Generator Updates

Venita,

John has requested that the matter relative to receiving an update on generators at the Parish pump stations be placed on every Public Services agenda.

I have created the first update request to be considered at the March 14th meeting.

Thank you,
Suzette Thomas
Assistant Council Clerk
Office of the Terrebonne Parish Council

Terrebonne Parish Consolidated Government
8026 Main Street, Suite 600
Houma, LA 70360

Telephone : (985) 873-6413
Fax : (985) 873-6521
E-mail : suthomas@tpcg.org



Category Number:
Item Number: 2.



Monday, March 26, 2018

Item Title:

Parish Project No. 16-SEW-13; Renovation of Afton and Ardoyne Sewer Lift Station Bid Award

Item Summary:

RESOLUTION: Awarding and authorizing the signing of construction contract for Parish Project 16-SEW-13, Renovations of Afton and Ardoyne Sewer Lift Stations and issuance of the Notice to Proceed to LA Contracting Enterprise, LLC, in the amount of \$441,800.00.

ATTACHMENTS:

Description	Upload Date	Type
Resolution	3/20/2018	Resolution
Backup Mat'l	3/20/2018	Backup Material
Executive Summary	3/20/2018	Executive Summary

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

A resolution awarding and authorizing the signing of the construction contract for Parish Project No. 16-SEW-13, Renovations of Afton and Ardoyne Sewer Lift Stations, Terrebonne Parish Consolidated Government, Terrebonne Parish, Louisiana, and authorizing the issuance of the Notice to Proceed.

WHEREAS, the Terrebonne Parish Consolidated Government did receive construction bids on March 8, 2018, for Parish Project No. 16-SEW-13, Renovations of Afton and Ardoyne Sewer Lift Stations, Terrebonne Parish, Louisiana, and

WHEREAS, GIS Engineering, LLC, the Project Engineer has reviewed the bids received, and recommends the bid of LA Contracting Enterprise, LLC, as the lowest responsive bid in the amount of Four Hundred Forty-One Thousand, Eight Hundred Dollars and No Cents (\$441,800.00) for the Base Bid, and

NOW, THEREFORE, BE IT RESOLVED that the Terrebonne Parish Consolidated Government award the construction contract to LA Contracting Enterprise, LLC, in the amount of \$441,800.00, and

BE IT FURTHER RESOLVED, that the President of Terrebonne Parish Consolidated Government, be and he is hereby authorized and empowered to sign a construction contract for and on behalf of the Terrebonne Parish Consolidated Government with LA Contracting Enterprise, LLC, upon receipt of the performance bond in the amount of the contract price, and

BE IT FURTHER RESOLVED, that upon a receipt of required certificates of insurance evidencing coverage as provided in the project specifications and upon execution and recordation of all contract documents, that the Engineer is hereby authorized to issue the Notice to Proceed to the Contractor to commence construction of the project.

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

The Chairman declared this resolution adopted this _____ day of _____, 2018.

* * * * *

I, VENITA H. CHAUVIN, Council Clerk of Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Public Services Committee on _____, 2018 and subsequently ratified by the Assembled Council in Regular Session on _____, 2018, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____, 2018.

VENITA H. CHAUVIN
COUNCIL CLERK
TERREBONNE PARISH COUNCIL



March 14, 2018

Terrebonne Parish Consolidated Government
Pollution Control
2000 St. Louis Canal Rd.
Houma, Louisiana 70360

Attention: Mr. Gregory E. Bush - Pollution Control Administrator

Subject: Bid Evaluation & Award Recommendation

**Reference: Renovations of Afton and Ardoyne Sewer Lift Stations
Parish Project No. 16-SEW-13
GIS Project No. 39130-1012/1013**

Mr. Bush:

GIS Engineering, LLC has reviewed the bids received on March 8, 2018 for the above referenced project. This letter addresses our findings and recommendations. The bid results are listed below:

	Contractor Name	Base Bid
1	LA Contracting Enterprise, LLC	\$441,800.00
2	Command Construction, LLC	\$474,500.00
3	Petron, LLC	\$493,138.89
4	Industrial & Mechanical Contractors, Inc.	\$505,450.00
5	Volute, Inc.	\$516,000.00
6	Gottfried, LLC	\$523,200.00
7	Fleming Construction Company, LLC	\$529,475.00

Enclosed herewith is the "Bid Evaluation Summary" containing the evaluation results of the bids received and the "Bid Tabulation Summary" outlining each of the dollar amounts of the received bids.

RECOMMENDATION:

Based on our evaluation and contingent upon concurrence by the Terrebonne Parish Consolidated Government and its legal counsel, GIS Engineering, LLC recommends award of the Renovations of Afton and Ardoyne Sewer Lift Station Project Contract to the responsive low bidder, **LA Contracting Enterprise, LLC**, in the amount of **FOUR HUNDRED FORTY-ONE THOUSAND, EIGHT HUNDRED DOLLARS AND ZERO CENTS (\$441,800.00).**

If you have any questions or require any additional information, please contact me at (985) 219-1000.

Sincerely,

Christopher J. Jeanice, P.E.
Director of Operations - Houma
GIS Engineering, LLC

Enclosures

Cc: Ashley Callahan – TPCG
Mariann Alvarez – GIS
Sujit Pawar – GIS
Brian Hazlip - GIS

TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

MAR 14 2018

POLLUTION CONTROL



ENGINEERING LLC

Terrebonne Parish Consolidated Government
Renovations of Afton and Ardoyne Sewer Lift Stations
TPCG Project No. 16-SEW-13
GIS Project No. 39130-1012/1013



Bid Tabulation

Ref No.	Afton St. Sewer Lift Station Description	Qty.	UOM	LA Contracting Enterprise LLC		Command Construction LLC		Petron LLC		Industrial & Mechanical Contractors LLC		Volute Inc.		Gottfried Contracting LLC		Fleming Construction Company LLC	
				Unit Price	Unit Price Ext.	Unit Price	Unit Price Ext.	Unit Price	Unit Price Ext.	Unit Price	Unit Price Ext.	Unit Price	Unit Price Ext.	Unit Price	Unit Price Ext.	Unit Price	Unit Price Ext.
AF1	Mobilization & Demobilization	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 35,000.00	\$ 35,000.00	\$ 8,475.00	\$ 8,475.00	\$ 12,000.00	\$ 12,000.00	\$ 6,000.00	\$ 6,000.00	\$ 42,900.00	\$ 42,900.00	\$ 20,500.00	\$ 20,500.00
AF2	Demolition of Existing Pump Station, Building, Appurtenances, and Pumping Units	1	LS	\$ 9,000.00	\$ 9,000.00	\$ 30,000.00	\$ 30,000.00	\$ 5,650.00	\$ 5,650.00	\$ 14,500.00	\$ 14,500.00	\$ 17,000.00	\$ 17,000.00	\$ 8,200.00	\$ 8,200.00	\$ 3,400.00	\$ 3,400.00
AF3	New Pump & Motor Assembly and Installation	1	LS	\$ 18,000.00	\$ 18,000.00	\$ 10,000.00	\$ 10,000.00	\$ 16,653.94	\$ 16,653.94	\$ 18,800.00	\$ 18,800.00	\$ 18,200.00	\$ 18,200.00	\$ 18,400.00	\$ 18,400.00	\$ 20,900.00	\$ 20,900.00
AF4	Existing Wet Well Coating System	1	LS	\$ 33,000.00	\$ 33,000.00	\$ 10,000.00	\$ 10,000.00	\$ 30,849.00	\$ 30,849.00	\$ 32,800.00	\$ 32,800.00	\$ 35,000.00	\$ 35,000.00	\$ 37,800.00	\$ 37,800.00	\$ 40,500.00	\$ 40,500.00
AF5	New Concrete Slab, Hatches and Vents	1	LS	\$ 11,000.00	\$ 11,000.00	\$ 25,000.00	\$ 25,000.00	\$ 27,967.50	\$ 27,967.50	\$ 18,000.00	\$ 18,000.00	\$ 22,600.00	\$ 22,600.00	\$ 25,700.00	\$ 25,700.00	\$ 12,900.00	\$ 12,900.00
AF6	Ductile Iron discharge Piping including fittings, Gate Valves, Check Valves, Piping Supports and Tie-In to Existing Sewer Force Mains	1	LS	\$ 21,000.00	\$ 21,000.00	\$ 20,000.00	\$ 20,000.00	\$ 40,729.27	\$ 40,729.27	\$ 37,000.00	\$ 37,000.00	\$ 33,400.00	\$ 33,400.00	\$ 25,700.00	\$ 25,700.00	\$ 27,500.00	\$ 27,500.00
AF7	Electrical Service Installation including Security Lighting	1	LS	\$ 28,000.00	\$ 28,000.00	\$ 25,000.00	\$ 25,000.00	\$ 7,345.00	\$ 7,345.00	\$ 18,500.00	\$ 18,500.00	\$ 33,000.00	\$ 33,000.00	\$ 20,000.00	\$ 20,000.00	\$ 36,600.00	\$ 36,600.00
AF8	Control Panel, Conduit and Wiring	1	LS	\$ 43,000.00	\$ 43,000.00	\$ 58,000.00	\$ 58,000.00	\$ 83,417.73	\$ 83,417.73	\$ 59,300.00	\$ 59,300.00	\$ 58,500.00	\$ 58,500.00	\$ 61,000.00	\$ 61,000.00	\$ 67,500.00	\$ 67,500.00
AF9	Decorative Aluminium Fencing and Installation	1	LS	\$ 10,500.00	\$ 10,500.00	\$ 2,500.00	\$ 2,500.00	\$ 16,950.00	\$ 16,950.00	\$ 8,850.00	\$ 8,850.00	\$ 17,300.00	\$ 17,300.00	\$ 12,700.00	\$ 12,700.00	\$ 14,700.00	\$ 14,700.00
AF10	Brick Column and Foundations	1	LS	\$ 9,800.00	\$ 9,800.00	\$ 2,500.00	\$ 2,500.00	\$ 10,735.00	\$ 10,735.00	\$ 14,600.00	\$ 14,600.00	\$ 8,700.00	\$ 8,700.00	\$ 8,500.00	\$ 8,500.00	\$ 4,800.00	\$ 4,800.00
AF11	Limestone Surfacing	1	LS	\$ 1,400.00	\$ 1,400.00	\$ 1,000.00	\$ 1,000.00	\$ 4,011.50	\$ 4,011.50	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
AF12	By-Pass Pumping	1	LS	\$ 9,300.00	\$ 9,300.00	\$ 15,000.00	\$ 15,000.00	\$ 7,345.00	\$ 7,345.00	\$ 15,800.00	\$ 15,800.00	\$ 15,300.00	\$ 15,300.00	\$ 5,500.00	\$ 5,500.00	\$ 15,000.00	\$ 15,000.00
AF13	Remove Existing Powerpole and Install New Power Pole	1	LS	\$ 5,900.00	\$ 5,900.00	\$ 5,000.00	\$ 5,000.00	\$ 565.00	\$ 565.00	\$ 5,200.00	\$ 5,200.00	\$ 4,500.00	\$ 4,500.00	\$ 5,200.00	\$ 5,200.00	\$ 4,500.00	\$ 4,500.00
AF14	Exploratory Excavation	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,695.00	\$ 1,695.00	\$ 2,300.00	\$ 2,300.00	\$ 2,000.00	\$ 2,000.00	\$ 1,300.00	\$ 1,300.00	\$ 775.00	\$ 775.00
Total Afton:				\$	217,900.00	\$	240,000.00	\$	262,388.94	\$	262,650.00	\$	274,500.00	\$	276,400.00	\$	273,075.00
Ref No.	Ardoyne Dr. Sewer Lift Station Description	Qty.	UOM	LA Contracting Enterprise LLC		Command Construction LLC		Petron LLC		Industrial & Mechanical Contractors LLC		Volute Inc.		Gottfried Contracting LLC		Fleming Construction Company LLC	
				Unit Price	Unit Price Ext.	Unit Price	Unit Price Ext.	Unit Price	Unit Price Ext.	Unit Price	Unit Price Ext.	Unit Price	Unit Price Ext.	Unit Price	Unit Price Ext.	Unit Price	Unit Price Ext.
AR1	Mobilization & Demobilization	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 35,000.00	\$ 35,000.00	\$ 8,475.00	\$ 8,475.00	\$ 12,000.00	\$ 12,000.00	\$ 5,000.00	\$ 5,000.00	\$ 44,300.00	\$ 44,300.00	\$ 19,500.00	\$ 19,500.00
AR2	Demolition of Existing Pump Station, Building, Appurtenances, and Pumping Units	1	LS	\$ 9,000.00	\$ 9,000.00	\$ 28,000.00	\$ 28,000.00	\$ 8,475.00	\$ 8,475.00	\$ 11,400.00	\$ 11,400.00	\$ 9,500.00	\$ 9,500.00	\$ 9,600.00	\$ 9,600.00	\$ 3,500.00	\$ 3,500.00
AR3	New Pump & Motor Assembly and Installation	1	LS	\$ 16,000.00	\$ 16,000.00	\$ 10,000.00	\$ 10,000.00	\$ 15,594.90	\$ 15,594.90	\$ 18,300.00	\$ 18,300.00	\$ 20,600.00	\$ 20,600.00	\$ 17,500.00	\$ 17,500.00	\$ 19,700.00	\$ 19,700.00
AR4	Existing Wet Well Coating System	1	LS	\$ 11,000.00	\$ 11,000.00	\$ 5,000.00	\$ 5,000.00	\$ 9,944.00	\$ 9,944.00	\$ 11,600.00	\$ 11,600.00	\$ 12,700.00	\$ 12,700.00	\$ 16,300.00	\$ 16,300.00	\$ 15,000.00	\$ 15,000.00
AR5	New Concrete Slab, Hatches and Vents	1	LS	\$ 7,000.00	\$ 7,000.00	\$ 25,000.00	\$ 25,000.00	\$ 27,685.00	\$ 27,685.00	\$ 17,200.00	\$ 17,200.00	\$ 12,000.00	\$ 12,000.00	\$ 16,600.00	\$ 16,600.00	\$ 11,000.00	\$ 11,000.00
AR6	Ductile Iron discharge Piping including fittings, Gate Valves, Check Valves, Piping Supports and Tie-In to Existing Sewer Force Mains	1	LS	\$ 17,000.00	\$ 17,000.00	\$ 15,000.00	\$ 15,000.00	\$ 39,254.37	\$ 39,254.37	\$ 36,300.00	\$ 36,300.00	\$ 26,300.00	\$ 26,300.00	\$ 21,300.00	\$ 21,300.00	\$ 27,000.00	\$ 27,000.00
AR7	Electrical Service Installation including Security Lighting	1	LS	\$ 77,000.00	\$ 77,000.00	\$ 38,000.00	\$ 38,000.00	\$ 7,345.00	\$ 7,345.00	\$ 32,000.00	\$ 32,000.00	\$ 57,500.00	\$ 57,500.00	\$ 31,000.00	\$ 31,000.00	\$ 60,600.00	\$ 60,600.00
AR8	Control Panel, Conduit and Wiring	1	LS	\$ 35,000.00	\$ 35,000.00	\$ 61,500.00	\$ 61,500.00	\$ 74,232.07	\$ 74,232.07	\$ 65,200.00	\$ 65,200.00	\$ 49,000.00	\$ 49,000.00	\$ 55,600.00	\$ 55,600.00	\$ 57,000.00	\$ 57,000.00
AR9	Decorative Aluminium Fencing and Installation	1	LS	\$ 12,000.00	\$ 12,000.00	\$ 2,500.00	\$ 2,500.00	\$ 20,506.11	\$ 20,506.11	\$ 9,300.00	\$ 9,300.00	\$ 17,800.00	\$ 17,800.00	\$ 11,900.00	\$ 11,900.00	\$ 16,500.00	\$ 16,500.00
AR10	Brick Column and Foundations	1	LS	\$ 11,800.00	\$ 11,800.00	\$ 2,500.00	\$ 2,500.00	\$ 10,735.00	\$ 10,735.00	\$ 15,800.00	\$ 15,800.00	\$ 8,700.00	\$ 8,700.00	\$ 10,300.00	\$ 10,300.00	\$ 8,500.00	\$ 8,500.00
AR11	Limestone Surfacing	1	LS	\$ 1,700.00	\$ 1,700.00	\$ 1,000.00	\$ 1,000.00	\$ 4,463.50	\$ 4,463.50	\$ 5,000.00	\$ 5,000.00	\$ 3,500.00	\$ 3,500.00	\$ 3,600.00	\$ 3,600.00	\$ 3,100.00	\$ 3,100.00
AR12	By-Pass Pumping	1	LS	\$ 8,400.00	\$ 8,400.00	\$ 10,000.00	\$ 10,000.00	\$ 7,345.00	\$ 7,345.00	\$ 18,400.00	\$ 18,400.00	\$ 17,700.00	\$ 17,700.00	\$ 7,500.00	\$ 7,500.00	\$ 14,000.00	\$ 14,000.00
AR13	Exploratory Excavation	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,695.00	\$ 1,695.00	\$ 2,300.00	\$ 2,300.00	\$ 1,200.00	\$ 1,200.00	\$ 1,300.00	\$ 1,300.00	\$ 1,000.00	\$ 1,000.00
Total Ardoyne:				\$	223,900.00	\$	234,500.00	\$	235,749.95	\$	254,800.00	\$	241,500.00	\$	246,800.00	\$	256,400.00
Total Base Bid:				\$	441,800.00	\$	474,500.00	\$	498,138.89	\$	517,450.00	\$	516,000.00	\$	523,200.00	\$	529,475.00

* Base Bid provided by contractor does not matched sum of all prices



ENGINEERING LLC

Terrebonne Parish Consolidated Government
Renovations of Afton & Ardoyne Sewer Lift Stations
TPCG Project No. 16-SEW-13
GIS Project No. 39130-1012/1013



Bid Evaluation

Contractor Name:		LA Contracting Enterprise, LLC	Command Construction, LLC.	Petron, LLC.	Industrial and Mechanical Contractors, Inc	Volute, Inc	Gottfried Contracting, LLC.	Fleming Construction Company LLC
Base Bid:		\$ 441,800.00	\$ 474,500.00	\$ 493,138.89	\$ 505,450.00	\$ 516,000.00	\$ 523,200.00	\$ 529,475.00
Misc.	Delivered prior to 2:00 p.m.	Y	Y	Y	Y	Y	Y	Y
	Proposal Sealed in an envelope including Name and Address of Bidder	N/A	N/A	Y	Y	Y	N/A	N/A
	Envelope States:							
	Renovations of Afton & Ardoyne Sewer Lift Stations TPCG Project No. 16-SEW-13	N/A	N/A	Y	Y	Y	N/A	N/A
License Verification	Licensed Contractor in the State of Louisiana	Y	Y	Y	Y	Y	Y	Y
	Work Classification: Heavy Construction	Y	Y	Y	Y	Y	Y	Y
	Shows License Number on the outside of the Sealed Envelope Containing Bid	N/A	N/A	Y	Y	Y	N/A	N/A
Bid Form	Submitted on Proposal Forms provided In the Contract Documents	Y	Y	Y	Y	Y	Y	Y
	All blank spaces on Bid Forms shall be filled in ink, or typed, in both words and figures (if word and figure disagree the word shall be binding)	Y	Y	No, Name and Address of Bidder is Blank	Y	Y	Y	Y
	If any corrections are made, the alteration must be crossed out, the correct number written, and the change should be initialed	No Corrections Made	No Corrections Made	No Corrections Made	No Corrections Made	No Corrections Made	No Corrections Made	No Corrections Made
	Written evidence of authority of the person signing the bid for public works submitted at the time of bidding in accordance with LA R.S. 38:2212 (B) (5)	Y	Y	Y	Y	Y	Y	Y
	Contractor's State License Number is Typed/Printed below the firm name and signature on the Bid Form	Y	Y	Y	Y	Y	Y	Y
	Includes verification of receipt of Addenda (the numbers of which filled in on the Proposal Document Form - 2 total	Y	Y	Y	Y	Y	Y	Y
	Includes the address to which communications regarding the Bid are to be directed	Y	Y	N	Y	Y	Y	Y
Bid Bond	Bid Guaranty in amount of 5% of Proposal Made payable to "Terrebonne Parish Consolidated	Y	Y	Y	Y	Y	Y	Y
	Bid Bond signed by an authorized officer, owner or partner of the bidding firm, or an agent or attorney-in-fact	Y	Y	N	Y	Y	Y	Y
	Bid Bond signed by the surety's agent or attorney-in-fact	Y	Y	Y	Y	Y	Y	Y
	Bid Bond shall be accompanied by a notarized document granting general power of attorney to the surety's signer	Y	Y	Y	Y	Y	Y	Y
	Bid Bond shall be written by a surety or insurance company currently on the US Dept. of the Treasury Financial Management Service's list of approved bonding companies which is published annually in the Federal Register, or by a Louisiana domiciled insurance company with at least a A- rating in the latest printing of the A.M. Best's Key Rating Guide to write individual bonds up to 10% of policyholders' surplus as shown in the A.M. Best's Key Rating Guide	Y	Y	Y	Y	Y	Y	Y
Corporation Partnerships	Bids by corporations shall state the full legal corporate name thereof, and the corporate address and the state of incorporation	Y	Y	N	Y	Y	Y	Y
	Bid by partnerships must indicate the legal name of the partnership, with the official address of the partnership and state of formation of partnership	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Specification Compliance	Contractor in compliance with all requirements of Special Provisions and Technical Specifications	Y	Y	Y	Y	Y	Y	Y



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Parish Project No. 16-SEW-13; Renovation of Afton and Ardoyne Sewer Lift Station

PROJECT SUMMARY (200 WORDS OR LESS)
A resolution awarding the bid to LA Contracting Enterprise, LLC, in the amount of \$441,800.00, as per the recommendation of the project engineer, GIS Engineering, LLC.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
The Renovation of Afton and Ardoyne Sewer Lift Stations will enhance the pumping capability with new pumps and upgrades to the overall lift station along with electrical components and control panels.

TOTAL EXPENDITURE			
\$441,800.00			
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)			
ACTUAL		ESTIMATED	
IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)			
N/A	NO	YES	IF YES AMOUNT BUDGETED:
			\$1,479,679

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
PARISHWIDE	1	2	3	4	5	6	7	8	9

Signature

Gayney E. Boud

Date

3/20/18



Monday, March 26, 2018

Item Title:

Ordinance to create Schriever Fire Protection District Prevention Bureau

Item Summary:

Introducing an ordinance that will create the Schriever Fire Prevention Bureau as a Certified Fire Prevention Agency and defining the intent, purpose and organization of said Bureau, providing for related matters and calling a public hearing on April 11, 2018 at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
Ordinance	3/21/2018	Ordinance
backup	3/21/2018	Backup Material

OFFERED BY:
SECONDED BY: .

ORDINANCE NO.

AN ORDINANCE CREATING THE SCHRIEVER FIRE PREVENTION BUREAU AS A CERTIFIED FIRE PREVENTION AGENCY AND DEFINING THE INTENT, PURPOSE AND ORGANIZATION OF SAID BUREAU AND PROVIDING FOR RELATED MATTERS.

WHEREAS, on May 23, 2000 in accordance with La. R.S. 40:1563, the Terrebonne Parish Council by unanimous resolution established the Schriever Fire Prevention Bureau for the enforcement of adopted Fire Safety Code of the State of Louisiana (NFPA 1); and

WHEREAS, the Terrebonne Parish Council and the Schriever Fire Protection District in the interest of the health safety and welfare of its citizens desire to codify prior council action taken in Resolution Number 00-221 to protect citizens and property from the ravages of fire; and

WHEREAS, the Terrebonne Parish Council on behalf of the TPCG and the Schriever Fire Protection Districts both believe it is in the best interest of the citizens in the Schriever Fire Protection District that the Bureau be established as a State Fire Marshal Certified Fire Prevention Bureau to allow local fire prevention service responsibilities to be delegated by the Office of the State Fire Marshal;

WHEREAS, La. R.S. 40:1578.7,(C) states, where a fire prevention code is adopted by any political subdivision of the state, it must adopt the State Uniform Fire Prevention Code (NFPA 1) as from time to time amended and otherwise enforced by the Office of the State Fire Marshal:

NOW, THEREFORE BE IT ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government that the Parish Code, Chapter 8 “Fire Protection & Prevention” be and hereby is amended to add a new **ARTICLE V**, “Schriever Fire Prevention Bureau” as follows:

TERREBONNE PARISH CODE

CHAPTER 8 – FIRE PROTECTION AND PREVENTION

ARTICLE V – SCHRIEVER FIRE PREVENTION BUREAU

Section 8-70: Bureau Established

The Schriever Fire Prevention Bureau is hereby established to operate under the control and within the jurisdiction of the Schriever Fire Protection District to protect citizens and property through the local provision of guidance and enforcement services set out in state law and delegated to the Bureau, upon certification, by the State Fire Marshal, in which endeavor it shall uphold and administer all relevant and duly adopted laws, codes and regulations of the State of Louisiana and the Parish of Terrebonne.

Section 8-71: Schriever Fire Prevention Bureau

The Schriever Fire Prevention Bureau (hereinafter within **Chapter 8 Article V** referred to as the “Bureau”) shall be headed by the Schriever Fire Protection District Chief Inspector (hereinafter, within **Chapter 8 Article V**, referred to as the “Inspector”). State Fire Marshal commissioned Fire Inspectors of Schriever Fire Protection District (hereinafter after, within **Chapter 8 Article V**, referred to as “Fire Inspector”) and Bureau shall have delegated responsibility and authority, by the Chief Inspector and State Fire Marshal, for proper discharge of the Bureau’s functions.

Section 8-72: Duties and Responsibilities

- A. The code official responsible for the administration of the codes adopted herein shall be the Chief Inspector who shall hold such authority for the jurisdiction.
- B. The Bureau, Chief Inspector and Fire Inspectors, acting in accordance with state law and local codes, shall ensure:
 - (1) The prevention of fires through fire and life safety code enforcement;
 - (2) The proper and safe storage and use of explosives and flammables;
 - (3) The safe installation and maintenance of automatic and other fire alarm systems, and fire extinguishing equipment;
 - (4) The provision of proper water supply through the placement and regulation of fire hydrants and fire department connections;
 - (5) The means and adequacy of ingress and egress by fire department personnel, in case of fire or emergency, to and from buildings and all other places in which numbers of persons work, live, or assemble from time to time for any purpose;
 - (6) Investigation of the origin, cause, and circumstances of every fire occurring within the Schriever Fire Protection District to determine if the fire was a result of carelessness, design or an intentional act. Any fire that is or could possibly be due to an intentional or malicious act shall be treated as a crime scene and the department retains the authority contained in RS 40:1563.1, to further investigate the circumstances and determine the person or persons responsible. The Sheriff’s Office shall, upon request, assist the fire department in the investigation of suspicious fires.
 - (7) The maintenance of fire cause and loss records;
 - (8) Information and outreach education on matters of fire safety to citizens located within its area;
 - (9) Inspect, or cause to be inspected, all structures, except one and two family dwellings and movables, for the purpose of reducing or eliminating fire hazards. Such inspection shall not include initial final inspections which shall continue to be handled by the Office of State Fire Marshal.

(10) Copies of inspection reports in proper format shall be filed with the State Fire Marshal's office.

(11) Continued education as necessary to maintain Bureau standing through a training program recognized by the Office of State Fire Marshal.

(12) Perform such other duties set forth in other sections of this Code of Ordinances, and as imposed from time to time by law or by the Louisiana State Fire Marshal acting in the lawful discharge of his office.

Section 8-73: Codes Adopted.

The State Uniform Fire Prevention Code as adopted by La. Revised Statute 40:1578.7 and Louisiana Administrative Code Title 55: V: 103 and the most current edition of the La. State Fire Marshal's Act and the editions of NFPA 1 Fire Code and NFPA 101 Life Safety Code most recently adopted by the Office of the State Fire Marshal, all as may from time to time be amended by the State Legislature, are hereby adopted and incorporated as if set out in their entirety, herein.

Not less than one copy of the most current adopted issue of the Uniform Fire Prevention Code, life safety code, and the adopted standards and codes adopted herein shall be filed in the office of the Bureau and the provisions thereof shall be enforced within the limits of the Bureau.

Section 8-75: - Appeals from decision of the Chief Inspector.

Appeals of orders, decisions, or determinations made by the Chief Inspector, relative to the application and interpretation of this Article V, shall be heard by the *Board of Appeals* established in Appendix A, Section 113 of the *Terrebonne Parish Consolidated Building Code*, under the terms and provisions as therein adopted for the hearing of appeals of orders, decisions, or determinations made by the building official.

Section 8-76: Enforcement.

The codes adopted in Article V. **Section 8-73**, shall be enforced by the Chief Inspector.

Section 8-77: Violations, penalties.

The procedure and penalties for violations of this Article V shall follow the procedures adopted in Appendix A, Section 114 of the *Terrebonne Parish Consolidated Building Code* with "**Code Official**" substituted for the words "**Building Official**" wherever they appear.

SECTION I

If any word, clause, phrase, section or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections and other portions of this ordinance shall remain in full force and effect, the provisions of this ordinance hereby being declared to be severable.

SECTION II

This ordinance shall become effective upon approval by the Parish President or as otherwise provided in Section 2-13(b) of the Home Rule Charter for a Consolidated Government for Terrebonne Parish, whichever occurs sooner.

This ordinance, having been introduced and laid on the table for at least two weeks, was voted upon as follows:

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING: .

ABSTAINING: .

ABSENT:

The Chairman declared the ordinance adopted on this, the .

CHAIRMAN
TERREBONNE PARISH COUNCIL

VENITA H. CHAUVIN
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

* * * * *

Date and Time Delivered to Parish President:

Approved _____ Vetoed _____
_____, Parish President
Terrebonne Parish Consolidated Government

Date and Time Returned to Council Clerk:

* * * * *

I, VENITA H. CHAUVIN, Council Clerk for the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of an Ordinance adopted by the Assembled Council in Regular Session on June 24, 2015, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____, 2015.

VENITA H. CHAUVIN
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

Venita Chauvin

From: Scotty Dryden
Sent: Tuesday, March 20, 2018 4:35 PM
To: Venita Chauvin
Subject: Re: Fire Prevention Bureau

I know why it is needed. Can you please add it to the agenda?

Scotty Dryden
Terrebonne Parish Consolidated Government
Councilman
District 4

On Mar 20, 2018, at 4:21 PM, Venita Chauvin <vchauvin@tpcg.org> wrote:

Not yet. Haven't heard from Arlanda. It looks like it is more in Districts 2 & 4 than 6.

I guess my question for Ken would be why do they need to do this? Not sure what the purpose/benefit is.

Venita

From: Scotty Dryden
Sent: Tuesday, March 20, 2018 4:11 PM
To: Venita Chauvin
Subject: Re: Fire Prevention Bureau

Was this placed on the agenda?

Scotty Dryden
Terrebonne Parish Consolidated Government
Councilman
District 4

On Mar 19, 2018, at 9:36 AM, Venita Chauvin <vchauvin@tpcg.org> wrote:

Arlanda/Scotty/Darrin:

Do you want me to place the introduction of an ordinance for the Schriever Fire Prevention Bureau on an upcoming agenda or do you need more information from Ken Pitre?

Venita H. Chauvin, Council Clerk
Terrebonne Parish Council
vchauvin@tpcg.org
(985) 873-6519
<image001.jpg>

From: sfpdadmin@schrieverfiredistrict.org [<mailto:sfpdadmin@schrieverfiredistrict.org>]
Sent: Wednesday, February 7, 2018 2:33 PM
To: Venita Chauvin
Cc: Scotty Dryden; Arlanda Williams
Subject: Fire Prevention Bureau

At the monthly meeting of the Schriever Fire Protection District on February 7th, 2018, the district board approved the formation of a Fire Prevention Bureau in the Schriever Fire Protection District. I have attached the copy of the Ordinance that you sent to me with the wording reflecting the Schriever Fire Prevention Bureau. All items highlighted in yellow are items that need information from your office or updating.

Ms. Williams and Mr. Dryden, we would appreciate it if both of you would assist in getting this Ordinance passed by the Council. I am available to provide any additional information you may need.

Personal and Confidential. This email is for Schriever Fire Protection use only and subject to audit by the Fire District Board. Use of this email for other than Fire District business is subject to ethics review.

Chief Kenneth P. Pitre, Retired SVFD
Operations Manager
Schriever Fire Protection District
1529 West Park Ave
Schriever, LA 70395
Office Phone: 985-446-8498; Cell Phone: 985-665-1643;
Email: spfdadmin@schrieverfiredistrict.org

<Fire Prevention Bureau Creation Schriever 2018.doc>



Monday, March 26, 2018

Item Title:

Resolution for Substantial Completion of Parish Project #17-RDS-30; 2017 Asphalt Street Patching Project

Item Summary:

RESOLUTION: Providing for the acceptance of work performed by Barriere Construction Co., L.L.C. in accordance with the Certificate of Substantial Completion for the 2017 Asphalt Street Patching Project No. 17-RDS-30.

ATTACHMENTS:

Description	Upload Date	Type
Exec Sum	3/21/2018	Executive Summary
Resolution	3/21/2018	Resolution
Certificate of Substantial Completion	3/21/2018	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

Resolution: for Substantial Completions of Parish Project #17-RDS-30 Asphalt Street Patching Project

PROJECT SUMMARY (200 WORDS OR LESS)

Resolution providing for the acceptance of work performed by Barriere Construction Co., L.L.C. in accordance with the Certificate of Substantial Completion for the 2017 Asphalt Street Patching Project No. 17-RDS-30.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Work consisted of providing all equipment, labor and material necessary to Asphalt Patch Streets according to design specifications and plans.

TOTAL EXPENDITURE

N/A

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

YES

IF YES AMOUNT
BUDGETED:

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE	1	2	<u>3</u>	4	5	6	7	8	9
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Signature

Date

RESOLUTION NO.

A resolution providing for the acceptance of work performed by Barriere Construction Co., L.L.C., in accordance with the Certificate of Substantial Completion for the 2017 Asphalt Street Patching Project, Parish Project No. 17-RDS-30, Terrebonne Parish, Louisiana.

WHEREAS, the Terrebonne Parish Consolidated Government entered into a contract dated October 30, 2017, Barriere Construction Co., L.L.C., for the 2017 Asphalt Street Patching Project, Parish Project No. 17-RDS-30, Terrebonne Parish, Louisiana, and

WHEREAS, the work performed has been inspected by authorized representatives of the Department of Public Works and Contractor and found to be substantially complete, and

WHEREAS, the Engineer for this project recommends the acceptance of the substantial completion, and

NOW, THEREFORE BE IT RESOLVED, that the Terrebonne Parish Council (Public Services Committee), on behalf of the Terrebonne Parish Consolidated Government does hereby accept the work performed effective as of the date of recording of this resolution and does authorize and direct the Clerk of Court and Ex-Officio Recorder of Mortgages of Terrebonne Parish to note this acceptance thereof in the margin of the inscription of said contract under Entry No. 1545745 of the Records of Terrebonne Parish, Louisiana, and

BE IT FURTHER RESOLVED that a certified copy of the resolution be recorded in the office of the Clerk of Court of Terrebonne Parish to commence a 45-day clear lien period, and

BE IT FURTHER RESOLVED that the Administration is authorized to make payment of retainage upon the presentation of a Clear Lien Certificate.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

CERTIFICATE OF SUBSTANTIAL COMPLETION

OWNER'S Project No. <u>17-RDS-30</u>	ENGINEER'S Project No. <u>17-RDS-30</u>
Project.. <u>2017 Asphalt Street Patching Project</u>	

CONTRACTOR <u>Barriere Construction Co., L.L.C.</u>	
Contract For <u>\$ 183,229.28</u>	Contract Date <u>October 30, 2017</u>

This Certificate of Substantial Completion applies to all Work under the Contract Documents or specified part thereof:

To <u>Terrebonne Parish Consolidated Government</u>	
OWNER	
And to <u>Barriere Construction Co., L.L.C.</u>	
CONTRACTOR	

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on

February 26, 2018

DATE OF SUBSTANTIAL COMPLETION

A tentative list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of CONTRACTOR to complete all the Work in accordance with the Contract Documents. The items in the tentative list shall be completed or corrected by CONTRACTOR within ⁴⁵ days of the above date of Substantial Completions.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as follows:

RESPONSIBILITIES:

OWNER: Operation and Maintenance

CONTRACTOR: Security, Safety, and Insurance until date of final payment and
completion

The following documents are attached to and make a part of this Certificate:

None

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

Executed by ENGINEER on _____, 20____

T.P.C.G. Public Works Department

ENGINEER

By 

CONTRACTOR accepts this Certificate of Substantial Completion on _____, 20____

Barrier Construction Co., L.L.C.

CONTRACTOR

By 

OWNER accepts this Certificate of Substantial Completion on _____, 20____

Terrebonne Parish Consolidated Government

OWNER

By _____



Monday, March 26, 2018

Item Title:

Resolution authorizing the execution of Change Order No 1

Item Summary:

RESOLUTION: Authorizing the execution of Change Order No. 1 for the Construction Agreement for Parish Project No 17-RDS-30; 2017 Asphalt Street Patching Project, Terrebonne Parish, Louisiana.

ATTACHMENTS:

Description	Upload Date	Type
Exec Sum	3/21/2018	Executive Summary
Resolution	3/21/2018	Resolution
Change Order No 1	3/21/2018	Backup Material



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE

RESOLUTION: Change Order No. 1 for #17-RDS-30; 2017 Asphalt Street Patching Project

PROJECT SUMMARY (200 WORDS OR LESS)

2017 Asphalt Street Patching

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Worked consists of providing all equipment, labor and material necessary to Asphalt Patch Streets according to design specifications and plans.

TOTAL EXPENDITURE

\$6,088.28 (change order no. 1)

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

☒ YES

IF YES AMOUNT
BUDGETED:

\$245,261.00

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

☒ PARISHWIDE

1

2

3

4

5

6

7

8

9

Signature

Date

RESOLUTION NO.

A resolution authorizing the execution of Change Order No. 1
for the Construction Agreement for Parish Project No 17-RDS-30;
2017 Asphalt Street Patching Project, Terrebonne Parish, Louisiana

WHEREAS, the Terrebonne Parish Consolidated Government entered into a contract dated October 30, 2017, as seen by Entry No. 1545745, with Barriere Construction Co., L.L.C., for the 2017 Asphalt Street Patching Project, Parish Project No. 17-RDS-30, Terrebonne Parish, Louisiana, and

WHEREAS, it is necessary to adjust and balance contract quantities with installed quantities, and

WHEREAS, this change order will increase the contract by \$6,088.28, and

WHEREAS, this Change Order No 1 has been recommended by the Owner for this project,

NOW, THEREFORE, BE IT RESOLVED, that the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, does hereby approve and authorize the execution by Terrebonne Parish President Gordon E. Dove of Change Order No. 1 to the construction agreement with Barriere Construction Co., L.L.C. for the 2017 Asphalt Street Patching Project for an increase of Six Thousand Eighty Eight Dollars and Twenty Eight Cents (\$6,088.28) to the original contract amount.

THERE WAS RECORDED:
YEAS:

NAYS:

ABSTAINING:

ABSENT:

CHANGE ORDER

No. 1

PROJECT: 2017 Asphalt Street Patching Project DATE OF ISSUANCE: March 7, 2018
 OWNER:
 Terrebonne Parish Consolidated Government
 CONTRACTOR: OWNER'S Project No. 17-RDS-30
 Barriere Construction Co., L.L.C. ENGINEER: TPCG - Public Works
 CONTRACT FOR:
 Asphalt Street Patching ENGINEER's Project No. 17-RDS-30

You are directed to make the following changes in the Contract Documents.

Description: To adjust quantities to what was actually placed in field.

Purpose of Change Order: Balancing Change Order

Attachments: (List documents supporting change)
 Invoice

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price \$ <u>177,141.00</u>	Original Contract Time \$ <u>90</u> days or date
Previous Change Orders No. <u>0</u> to No. <u>0</u> \$ <u>0.00</u>	Net change from previous Change Order \$ <u>0</u> days
Contract Price prior to this Change Order \$ <u>177,141.00</u>	Contract Time Prior to this Change Order \$ <u>90</u> days or date
Net Increase (decrease) of this Change Order \$ <u>6,088.28</u>	Net Increase (decrease) of this Change Order \$ <u>0</u> days
Contract Price with all approved Change Orders \$ <u>183,229.28</u>	Contract Time with all approved Change Order \$ <u>90</u> days or date


RECOMMENDED:

APPROVED:

APPROVED:

by 
 Engineer

by _____
 Owner

by 
 Contractor

CHANGE ORDER

No. 1

PROJECT: 2017 Asphalt Street Patching Project DATE OF ISSUANCE: March 7, 2018
OWNER:
Terrebonne Parish Consolidated Government
CONTRACTOR: OWNER'S Project No. 17-RDS-30
Barriere Construction Co., L.L.C. ENGINEER: TPCG - Public Works
CONTRACT FOR: ENGINEER's Project No. 17-RDS-30
Asphalt Street Patching

You are directed to make the following changes in the Contract Documents.

Description: To adjust quantities to what was actually placed in field.

Purpose of Change Order: Balancing Change Order

Attachments: (List documents supporting change)
Invoice


CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price \$ <u>177,141.00</u>	Original Contract Time \$ <u>90</u> days or date
Previous Change Orders No. <u>0</u> to No. <u>0</u> \$ <u>0.00</u>	Net change from previous Change Order \$ <u>0</u> days
Contract Price prior to this Change Order \$ <u>177,141.00</u>	Contract Time Prior to this Change Order \$ <u>90</u> days or date
Net Increase (decrease) of this Change Order \$ <u>6,088.28</u>	Net Increase (decrease) of this Change Order \$ <u>0</u> days
Contract Price with all approved Change Orders \$ <u>183,229.28</u>	Contract Time with all approved Change Order \$ <u>90</u> days or date

RECOMMENDED:

APPROVED:

APPROVED:

by  by _____
Engineer Owner

by 
Contractor



Monday, March 26, 2018

Item Title:

Substantial Completion for Parish Project No. 15-SEW-33, Coteau Holding Basin Sewer Force Main Replacement

Item Summary:

RESOLUTION: Acceptance of work performed by LA Contracting Enterprise, LLC, in accordance with the Certificate of Substantial Completion for Parish Project No. 16-SEW-33, Coteau Holding Basin Sewer Force Main Replacement.

ATTACHMENTS:

Description	Upload Date	Type
Resolution	3/21/2018	Resolution
Backup	3/21/2018	Backup Material
Executive Summary	3/21/2018	Executive Summary

OFFERED BY:
SECONDED BY:

RESOLUTION NO. _____

A resolution providing for the acceptance of work performed by LA Contracting Enterprise, LLC in accordance with the Certificate of Substantial Completion for Parish Project No. 15-SEW-33, Coteau Holding Basin Sewer Force Main Replacement, Terrebonne Parish, Louisiana.

WHEREAS, the Terrebonne Parish Consolidated Government entered into a contract dated October 13, 2017, with LA Contracting Enterprise, LLC, Recordation Number 1544621, for Parish Project No. 15-SEW-33, Coteau Holding Basin Sewer Force Main Replacement, Terrebonne Parish, Louisiana, and

WHEREAS, the work performed has been inspected by authorized representatives of the Owner, Engineer and Contractor and found to be substantially complete, and

WHEREAS, the Engineer for this project, Providence Engineering and Design, LLC, recommends the acceptance of the substantial completion, and

NOW THEREFORE BE IT RESOLVED, that the Terrebonne Parish Council (Public Services Committee), on behalf of the Terrebonne Parish Consolidated Government, does hereby accept the work performed, effective as of the date of recording of this resolution, and does authorize and direct the Clerk of Court and Ex-Officio Recorder of Mortgages of Terrebonne Parish to note this acceptance thereof in the margin of the inscription of said contract under Entry No. 1544621 of the Records of Terrebonne Parish, Louisiana, and

BE IT FURTHER RESOLVED, that a certified copy of the resolution be forwarded to the Engineer, Providence Engineering and Design, LLC, and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be recorded in the office of the Clerk of Court of Terrebonne Parish to commence a 45-day clear lien period, and

BE IT FURTHER RESOLVED, that the Administration is authorized to make payment of retainage upon the presentation of a Clear Lien Certificate.

THERE WAS RECORDED:
YEAS:
NAYS:
NOT VOTING:
ABSENT:

The Chairwoman declared this resolution adopted this _____ day of _____, 2018.

* * * * *

I, VENITA H. CHAUVIN, Clerk of Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Public Services Committee on _____, 2018 and subsequently ratified by the Assembled Council in Regular Session on _____, 2018, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____, 2018.

VENITA H. CHAUVIN
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

CERTIFICATE OF SUBSTANTIAL COMPLETION

PROJECT Coteau Holding Basin Sewer Force Main Replacement
Terrebonne Parish, Louisiana

DATE OF ISSUANCE March 15, 2018

OWNER Terrebonne Parish Consolidated Government

OWNER's Contract No. 15-SEW-33 ENGINEER's Project No. 441-102-PED

CONTRACTOR LA Contracting Enterprise, LLC ENGINEER Providence Engineering and Design, LLC

This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof:

All work performed in accordance with contract plans and specifications.

To Terrebonne Parish Consolidated Government
OWNER

And LA Contracting Enterprise, LLC
CONTRACTOR

The work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on

March 15, 2018
DATE OF SUBSTANTIAL COMPLETION

A tentative list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of CONTRACTOR to complete all the Work in accordance with the Contract Documents. The items in the tentative list shall be completed or corrected by CONTRACTOR within 45 days of the above date of Substantial Completion.

From the date of Substantial Completion the responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties and guarantees shall be as follows:

RESPONSIBILITIES:

OWNER: Security, operation, maintenance, heat and utilities. Permanent insurance shall be obtained by the Owner before final payment if required.

CONTRACTOR: Safety and insurance until date of final payment and completion. Contractor shall maintain all insurance in accordance with the specifications.

The following documents are attached to and made a part of this Certificate:

- 1) Resolution of Acceptance.
- 2) Items to be completed:
 - a) Record drawings and photos. \$ 500.00
 - b) Final Cleanup. \$ 500.00
 - c) Remove board road. \$ 1,000.00

[For items to be attached see definition of Substantial Completion as supplemented and other specifically noted conditions precedent to achieving Substantial Completion as required by Contract Documents.]

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

Executed by ENGINEER on March 15, 2018

Providence Engineering and Design, LLC

ENGINEER

By: Melanie B. Caillat
(Authorized Signature)

CONTRACTOR accepts this Certificate of Substantial Completion on March 19, 2018

LA Contracting Enterprise, LLC

CONTRACTOR

By: [Signature]
(Authorized Signature)

OWNER accepts this Certificate of Substantial Completion on _____, 2018

Terrebonne Parish Consolidated Government

OWNER

By: _____
Gordon E. Dove, Parish President



Project No. 441-102-PED

March 21, 2018

Mr. ~~Greg~~ Bush
Terrebonne Parish Consolidated Government
P. O. Box 2768
Houma, LA 70361

Re: Parish Project No. 15-SEW-33
Coteau Holding Basin SFM Replacement
Terrebonne Parish, Louisiana

Dear Mr. Bush:

Attached for your review and approval is the original and three copies of the Certificate of Substantial Completion for the referenced project. Upon approval, please sign and date all copies of the certificate in the space provided and return to me two (2) recorded copies.

Should you have any questions or require additional information, please do not hesitate to contact me at the office listed below.

Sincerely,

Providence Engineering and Design, LLC

Richard L. Lottinger

RLL/dbp

Attachment

ecc: LA Contracting Enterprise, LLC

TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

MAR 21 2018

POLLUTION CONTROL



EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

PROJECT TITLE
Parish Project No. 15-SEW-33 Coteau Holding Basin Sewer Force Main Replacement

PROJECT SUMMARY (200 WORDS OR LESS)
Certificate of Substantial Completion of Parish Project No. 15-SEW-33; Coteau Holding Basin Sewer Force Main Replacement, as constructed by LA Contracting Enterprise, LLC.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
Replacement of approximately 1,200 feet of Sewer Force Main, due to numerous and frequent repairs.

TOTAL EXPENDITURE	
-0-	
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)	
ACTUAL	ESTIMATED
IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)	
N/A	NO
	YES
	IF YES AMOUNT BUDGETED: \$358,151

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
PARISHWIDE	1	2	3	4	5	6	7	8	9

Raymond E. Boud

Signature

3/21/18

Date



Monday, March 26, 2018

Item Title:

Ordinance - expand drainage servitude, Manchester Subdivision

Item Summary:

Introducing an ordinance that will dedicate and accept the Act of Servitude providing for a permanent and temporary drainage and construction service for the purposes of improving and expanding the current drainage servitude, improving the drainage for the benefit of the public, including, but not limited to, all persons living and residing in the subdivision known as Manchester Subdivision, extending the previous dedication of the existing drainage servitude in Manchester Subdivision and calling a public hearing on April 11, 2018 at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
Ordinance	3/21/2018	Ordinance
Act of Servitude	3/21/2018	Backup Material
Map and Legal Description	3/21/2018	Backup Material

OFFERED BY:
SECONDED BY:

ORDINANCE NO.

AN ORDINANCE DEDICATING AND ACCEPTING THE ACT OF SERVITUDE PROVIDNG FOR A PERMANENT AND TEMPORARY DRAINAGE AND CONSTRUCTION SERVITUDE FOR THE PURPOSES OF IMPROVING AND EXPANDING THE CURRENT DRAINAGE SERVITUDE, IMPROVING THE DRAINAGE FOR THE BENEFIT OF THE PUBLIC, INCLUDING BUT NOT LIMITED TO ALL PERSONS LIVING AND RESIDING IN THE SUBDIVISION KNOWN AS MANCHESTER SUBDIVISION, AND EXTENDING THE PREVIOUS DEDICATION OF THE EXISTING DRAINAGE SERVITUDE IN MANCHESTER SUBDIVISION.

SECTION I

BE IT ORDAINED that the Terrebonne Parish Council, on behalf of Terrebonne Parish Consolidated Government, dedicates and accepts the permanent and temporary drainage servitude as depicted and described in "PERMANENT & TEMPORARY DRAINAGE SERVITUDE ACROSS THE REAR OF LOT 13, BLOCK 4 OF MANCHESTER SUBDIVISION LOCATED IN SECTION 102, T17-S-R17E TERREBONNE PARISH, LOUISIANA", dated 01/16/2018 a copy of which is attached hereto as "Exhibit A".

Said permanent and temporary servitudes are further depicted and described through a legal description prepared by Morris P. Hebert, Inc., titled "TERREBONNE PARISH CONSOLIDATED GOVERNMENT, PERMANENT & TEMPORARY DRAINAGE SERVITUDE ACROSS THE REAR OF LOT 13, BLOCK 4 OF MANCHESTER SUBDIVISION LOCATED IN SECTION 102, T17-S-R17E TERREBONNE PARISH, LOUISIANA", dated 01/16/2018 a copy of which is attached hereto as "Exhibit B".

SECTION II

If any word, clause, phrase, section or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections or other portions of this ordinance shall remain in full force and effect, the provisions of this section hereby being declared to be servable.

This ordinance, having been introduced and laid on the table for at least two weeks, was voted upon as follows:

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSTAINING:

ABSENT:

The Chairman declared the ordinance adopted on this, the

STEVE TROSCLAIR, CHAIRMAN
TERREBONNE PARISH COUNCIL

VENITA H. CHAUVIN
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

Date and Time Delivered to Parish President:

Approved_____Vetoed
Gordon E. Dove, Parish President
Terrebonne Parish Consolidated Government

Date and Time Returned to the Council Clerk

I, VENITA H. CHAUVIN, Council Clerk for the Terrebonne Parish Council,
do hereby certify that the foregoing is a true and correct copy of an Ordinance
adopted by the Assembled Council in Regular Session on _____, 2018, at
which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS
_____DAY OF APRIL, 2018.

VENITA H. CHAUVIN
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

STATE OF LOUISIANA

PARISH OF TERREBONNE

ACT OF SERVITUDE

BE IT KNOW that on the dates as hereinafter written and before the undersigned Notaries public and competent witnesses, personal came and appeared:

DAVID PAUL HEBERT and TERRI HEBERT HEBERT, persons of the full age of majority, both married once and to each other, living and residing in the Parish of Terrebonne, State of Louisiana, whose mailing address and physical address is 125 Norwich Lane, Louisiana 70360 (hereinafter referred to as "GRANTOR"); and

TERREBONNE PARISH CONSOLIDATED GOVERNMENT, a political subdivision of the State of Louisiana, through its Parish President, Gordon E. Dove, whose mailing address for all purposes herein is Post Office Box 2768, Houma, Louisiana 70361 (hereinafter referred to as "GRANTEE").

Who, after being duly sworn, declared as follows:

In consideration of improvements to the area, and for the purposes as hereinafter set forth, GRANTOR does hereby grant, transfer, assign, set over and deliver, with full substitution and subrogation to all GRANTOR'S rights and actions in warranty against all preceding owners and vendors, unto GRANTEE, who accepts and acknowledges delivery and possession for GRANTEE, a servitude on, under, and across the following described property of GRANTOR situated in Terrebonne Parish, Louisiana, as hereinafter described and more fully shown on the attached plat:

Permanent and Temporary Drainage Servitude Area

Said permanent and temporary servitudes are depicted and described on a plat prepared by Morris P. Hebert, Inc., titled "PERMANENT & TEMPORARY DRAINAGE SERVITUDE ACROSS THE REAR OF LOT 13, BLOCK 4 OF MANCHESTER SUBDIVISION LOCATED IN SECTION 102, T17-S-R17E TERREBONNE PARISH, LOUISIANA", dated 01/16/2018 a copy of which is attached hereto as "Exhibit A".

Said permanent and temporary servitudes are further depicted and described through a legal description prepared by Morris P. Hebert, Inc., titled "TERREBONNE PARISH CONSOLIDATED GOVERNMENT, PERMANENT & TEMPORARY DRAINAGE SERVITUDE ACROSS THE REAR OF LOT 13, BLOCK 4 OF MANCHESTER SUBDIVISION LOCATED IN SECTION 102, T17-S-R17E TERREBONNE PARISH, LOUISIANA", dated 01/16/2018 a copy of which is attached hereto as "Exhibit B".

The granting of this servitude on GRANTOR'S property is for the sole purposes of improving and expanding the current drainage servitude, improving the drainage for the benefit of the public, including but not limited to all persons living and residing in the Subdivision known as Manchester Subdivision, and extending

the previous dedication of the existing drainage servitude. GRANTOR grants a right of access unto GRANTEE to enter upon the Permanent and Temporary Drainage Servitude Area for such construction purposes.

GRANTEE agrees that it will, at its sole cost and expense, install said Permanent and Temporary Drainage Servitude Area for drainage on, under, over, through, and across the previously described property of GRANTOR.

The servitude granted herein further entitles GRANTEE, its successors or assigns to enter the servitude area and to undertake all actions necessary for the construction, maintenance and improvements to the drainage project, and any other acts that are necessary to maintain this servitude drainage.

No other rights of any nature, including mineral rights, are transferred to GRANTEE herein, including the ownership of said land being vested in said GRANTOR.

GRANTEE agrees to hold GRANTOR harmless and to indemnify GRANTOR against all claims for bodily injuries to person resulting from the acts of omission of GRANTEE, its agents, employees or contractors in the exercise of the rights granted herein.

The term of the permanent servitude shall be perpetual unless terminated by GRANTOR in writing via registered or certified mail, return receipt requested, to GRANTEE, at the address provided herein above. The date of termination shall be thirty (30) days following GRANTEE's receipt of notice of termination by GRANTOR.

The term of the temporary servitude shall be that date in which GRANTEE has accomplished and completed the necessary construction works in order to satisfy the purposes set forth herein. No notice shall be provided upon termination of the temporary servitude.

(This portion of page intentionally left blank.)

Thus done, signed and passes in the Parish of Terrebonne, State of Louisiana on this date, _____, 2018, in the presence of the undersigned, competent witnesses, who sign their names with me, Notary Public after a due reading of the whole.

WITNESSES:

WITNESS - SIGNATURE

BY: DAVID PAUL HEBERT
GRANTOR

WITNESS - PRINT NAME

WITNESS - SIGNATURE

BY: TERRI HEBERT HEBERT
GRANTOR

WITNESS - PRINTNAME

NOTARY PUBLIC

Thus done, signed and passes in the Parish of Terrebonne, State of Louisiana on this date, _____, 2018, in the presence of the undersigned, competent witnesses, who sign their names with me, Notary Public after a due reading of the whole.

WITNESS - SIGNATURE

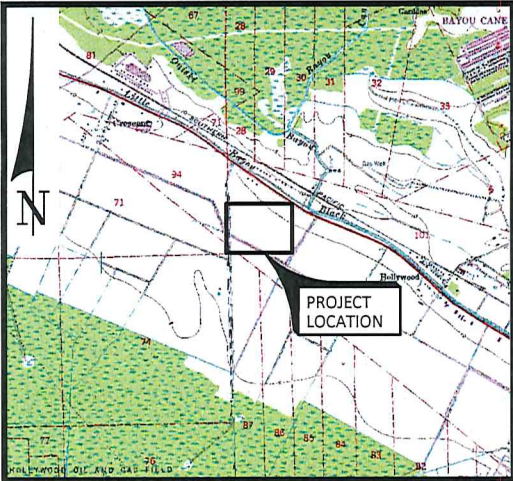
TERREBONNE PARISH
CONSOLIDATED GOV'T
PRESIDENT GORDON DOVE
GRANTEE

WITNESS - PRINT NAME

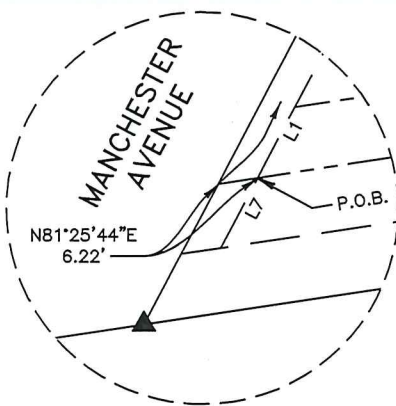
NOTARY PUBLIC

*Permanent & Temporary Drainage Servitude
Manchester Subdivision*

P:\01-Survey_Projects\Terrebonne Parish Consolidated Government (TPCG)\12972\dwg\12972ROW0001A1.dwg PLOT DATE: 1/16/18 1:46:00pm

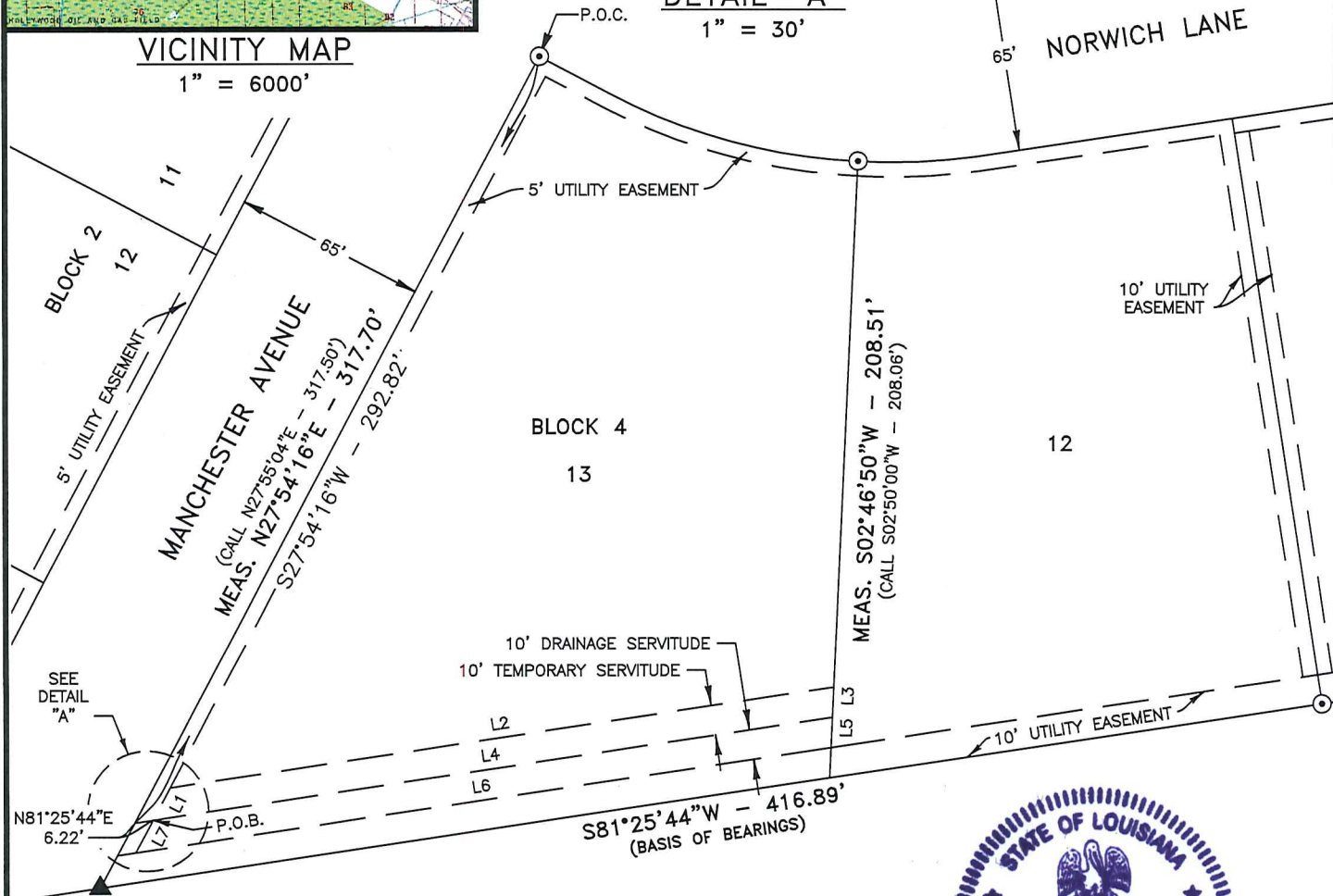


VICINITY MAP
1" = 6000'



DETAIL "A"
1" = 30'

Line Table		
Line #	Direction	Length
L1	N27°54'16"E	12.44
L2	N81°25'44"E	226.40
L3	S02°46'50"W	10.20
L4	S81°25'44"W	231.78
L5	S02°46'50"W	10.20
L6	S81°25'44"W	237.17
L7	N27°54'16"E	12.44



LEGEND:

⊙ 1/2" G.I.P. FOUND

▲ 1/2" IRON ROD FOUND



NOTES:

THIS SURVEY DOES NOT PURPORT TO SHOW THE LOCATION OF ANY EXISTING SERVITUDES, EASEMENTS, RIGHTS-OF-WAY, RESTRICTIVE COVENANTS, AND/OR REGULATIONS OF GOVERNING AUTHORITIES WHICH MAY AFFECT SAID PROPERTY EXCEPT AS OTHERWISE SHOWN HEREON.

THIS IS TO CERTIFY THAT THIS SURVEY WAS DONE BY ME OR UNDER MY DIRECT SUPERVISION AND CONTROL, THAT THE ROUTE SURVEY WAS DONE ON THE GROUND AND WAS DONE IN ACCORDANCE WITH SECTION 2909 OF THE MOST RECENT STANDARDS OF PRACTICE FOR BOUNDARY SURVEYS AS SET FORTH BY THE LOUISIANA PROFESSIONAL ENGINEERS AND LAND SURVEYORS BOARD AND THAT THE ACCURACY SPECIFICATIONS AND POSITIONAL TOLERANCES ARE BASED ON RURAL AREA SURVEYS INDICATED IN THE ABOVE STANDARDS.

NO ON-THE-GROUND EFFORT WAS MADE TO LOCATE AND INDICATE ALL BELOW GROUND FERROUS METAL CABLES, PIPELINES AND UTILITIES IN THE AREAS DESCRIBED ABOVE; THEREFORE, MORRIS P. HEBERT, INC. IS NOT RESPONSIBLE FOR ANY CABLES, PIPELINES, UTILITIES OR ANY OTHER BELOW GROUND STRUCTURES (INCLUDING PVC) NOT LOCATED DURING THE COURSE OF THE SURVEY. MPH'S EFFORTS DO NOT RELIEVE THE LA ONE CALL RESPONSIBILITY PRIOR TO MOBILIZATION OF EQUIPMENT AND OR EXCAVATION.



APPROVED: *Derek P. Martin* 01/16/18

DEREK P. MARTIN, P.L.S.
LA. LAND SURVEYOR LICENSE NO. 5194
THIS DOCUMENT VALID ONLY WHEN EITHER AN
ORIGINAL CERTIFICATION STAMP OR AN EMBOSING
SEAL IS IMPRESSED OVER AN ORIGINAL SIGNATURE.

REFERENCE PLAT:

"MANCHESTER SUBDIVISION OF A TRACT OF LAND LOCATED IN SECTION 102, T17S-R17E TERREBONNE PARISH, LOUISIANA DEVELOPERS: R & H DEVELOPMENT" BY T. BAKER SMITH & SON INC. DATED MAY 30, 1980 AND RECORDED IN BOOK 808, FOLIO 683, ENTRY 633645 OF THE CONVEYANCE RECORDS OF TERREBONNE PARISH.

EXHIBIT "A"

NO.	DATE	REV. BY:
1	01/16/18	DPM

ADDED EXHIBIT "A" & LINE TABLE
REVISION

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

PERMANENT & TEMPORARY DRAINAGE SERVITUDE
ACROSS THE REAR OF LOT 13, BLOCK 4 OF
MANCHESTER SUBDIVISION
LOCATED IN SECTION 102, T17S-R17E
TERREBONNE PARISH, LOUISIANA



Morris P. Hebert, Inc.
SURVEYING • ENGINEERING • ENVIRONMENTAL SERVICES • FIELD SERVICES • GIS
P.O. BOX 3106 • 283 CORPORATE DRIVE • HOUMA, LOUISIANA 70361 • (985) 879-2731
HOUMA, LA. • BATON ROUGE, LA. • HOUSTON, TX. • SAN ANTONIO, TX.
TEXAS SURVEY FIRM REGISTRATION NUMBER: 10193786 (HOUMA OFFICE)

DRAWN BY:	DPM	SHEET:	1
CHKD./APPD. BY:	DPM/JCM	SCALE:	1" = 60'
UPDATED BY:		DATE:	10/13/17
DATA BASE:	N/A	JOB NO.	12972
MPH CAD FILE: 12972ROW0001A1.DWG			

EXHIBIT "B"

TERREBONNE PARISH CONSOLIDATED GOVERNMENT
Permanent & Temporary Drainage Servitude
Across the Rear of Lot 13, Block 4 of the Manchester Subdivision
Located in Section 102, T17S-R17E Terrebonne Parish, Louisiana

LEGAL DESCRIPTION:

A 10' permanent drainage and 10' temporary servitude extending over, through, along and across the rear of Lot 13, Block 4 of the Manchester Subdivision located in Section 102, T17S-R17E, Terrebonne Parish, Louisiana.

10' Temporary Servitude:

Commencing at a 1/2" G.I.P. Found at the Northwest Corner of Lot 13, Block 4 of said subdivision, Thence South 27° 54' 16" West a distance of 292.82 feet along the westerly property line of Lot 13 to a point, Thence North 81° 25' 44" East a distance of 6.22 feet to a point being the "POINT OF BEGINNING" [P.O.B.].

THENCE, along a (5') utility easement North 27° 54' 16" East a distance of 12.44 feet to a point on the northern line of the (10') temporary servitude;

THENCE, along said northern line of the (10') temporary servitude North 81° 25' 44" East a distance of 226.40 feet to a point on the easterly property line of Lot 13, Block 4;

THENCE, along said easterly property line of Lot 13, Block 4 South 02° 46' 50" West a distance of 10.20 feet to a point on said easterly property line;

THENCE, along the northern (10') permanent drainage servitude South 81° 25' 44" West a distance of 231.78 feet to the "POINT OF BEGINNING" [P.O.B.].

The total area of said (10') temporary servitude contains 0.053± acre.

10' Permanent Drainage Servitude:

Commencing at a 1/2" G.I.P. Found at the Northwest Corner of Lot 13, Block 4 of said subdivision, Thence South 27° 54' 16" West a distance of 292.82 feet along the westerly property line of Lot 13 to a point, Thence North 81° 25' 44" East a distance of 6.22 feet to a point being the "POINT OF BEGINNING" [P.O.B.].

THENCE, along the southern (10') temporary servitude North 81° 25' 44" East a distance of 231.78 feet to a point on the said easterly property line;

THENCE, along said easterly property line South 02° 46' 50" West a distance of 10.20 feet to a point on the northern (10') utility easement;

THENCE, along said northern (10') utility easement South 81° 25' 44" West a distance of 237.17 feet to a point on the western (5') utility easement;

THENCE, along said (5') utility easement North 27° 54' 16" East a distance of 12.44 feet to the "POINT OF BEGINNING" [P.O.B.].

The total area of said (10') permanent drainage servitude contains 0.054± acre.

The above-described permanent & temporary servitude is further shown on a plat prepared by Morris P. Hebert, Inc. (CADD File 12972ROW0001A1.DWG) dated 10/13/17, revised 01/16/18, Titled "Terrebonne Parish Consolidated Government Permanent & Temporary Drainage Servitude across the Rear of Lot 13, Block 4 of Manchester Subdivision Located in Section 102, T17S-R17E Terrebonne Parish, Louisiana".

NOTES:

Bearings and distances indicated herein are referenced to the "Manchester Subdivision of a tract of land located in Section 102, T17S-R17E Terrebonne Parish, Louisiana Developers: R & H Development" By T. Baker Smith & Son Inc. dated May 30, 1980 and recorded in book 808, folio 683, entry 633645 of the conveyance records of Terrebonne Parish.

All public record documents, title information and maps utilized for establishing the property boundaries as depicted on said plat were provide by The Terrebonne Parish Consolidated Government.

MORRIS P. HEBERT, INC.
283 CORPORATE DRIVE
P.O. BOX 3106
HOUMA, LOUISIANA 70360
(985) 879-2731

APPROVED: January 16, 2018



Derek P. Martin 01/16/18
DEREK P. MARTIN, P.L.S.

LA. LAND SURVEYOR LICENSE NO. 5194

THIS DOCUMENT VALID ONLY WHEN EITHER AN ORIGINAL CERTIFICATION STAMP OR AN
EMBOSSING SEAL IS IMPRESSED OVER AN ORIGINAL SIGNATURE.



Monday, March 26, 2018

Item Title:

Resolution requesting LA Legislators introduce bill - enact uniform Statewide Law Governing Digital Transportation Network Services

Item Summary:

RESOLUTION: Requesting Louisiana Legislators to introduce a bill which would enact uniform Statewide Law governing Digital Transportation Network Services by companies such as Uber and Lyft, and to express support of such a bill in an effort to encourage such companies to offer services to the citizens of Terrebonne Parish.

ATTACHMENTS:

Description	Upload Date	Type
Resolution	3/21/2018	Resolution
Revised Resolution	3/26/2018	Resolution

OFFERED BY:

SECONDED BY:

RESOLUTION NO. _____

A RESOLUTION OF THE TERREBONNE PARISH COUNCIL ON BEHALF OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT TO REQUEST LOUISIANA LEGISLATORS TO INTRODUCE A BILL WHICH WOULD ENACT UNIFORM STATEWIDE LAW GOVERNING DIGITAL TRANSPORTATION NETWORK SERVICES BY COMPANIES SUCH AS UBER AND LYFT, AND TO EXPRESS SUPPORT OF SUCH A BILL, IN AN EFFORT TO ENCOURAGE SUCH COMPANIES TO OFFER SERVICES TO THE CITIZENS OF TERREBONNE PARISH

WHEREAS, on March 14, 2018, this Council, with the support of Parish President Gordon Dove, adopted Resolution No. 18-077, extending an open invitation to digital transportation network companies to provide services to the citizens of Terrebonne Parish, and offering assistance to those companies in an effort to secure those services in Terrebonne Parish; and

WHEREAS, Administrators of the Terrebonne Parish Consolidated Government met with representatives of Uber to determine what assistance, if any, the Terrebonne Parish Consolidated Government may offer in order to encourage transportation network companies to do business in the parish of Terrebonne; and

WHEREAS, representatives of Uber advised that it would be encouraged to offer services in the area of Terrebonne Parish, and other markets through Louisiana, if statewide legislation were enacted to provide for the uniform regulation of the services it offers; and

WHEREAS, representatives of Uber further requested that the Terrebonne Parish Consolidated Government show support for such statewide legislation in order to hasten the availability of transportation network services throughout the state of Louisiana; and

WHEREAS, the Parish President and the Terrebonne Parish Council agree with Uber in that statewide uniform legislation would be instrumental in assisting transportation network companies to ensure regulatory compliance of their drivers across parish lines within the state of Louisiana; and

WHEREAS, the Parish President and the Terrebonne Parish Council desire to offer support to transportation network companies by requesting and supporting legislation from our Louisiana legislators to enact uniform statewide legislation to govern transportation network services within the state of Louisiana; and

NOW, THEREFORE, BE IT RESOLVED, by the Terrebonne Parish Consolidated Government, through the Terrebonne Parish Council, that the Terrebonne Parish Consolidated Government hereby requests the Louisiana legislators representing the Parish of Terrebonne to introduce a bill which would enact uniform statewide law governing digital transportation network services by companies such as Uber and Lyft; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Terrebonne Parish Consolidated Government, through the Terrebonne Parish Council, that the Terrebonne Parish Consolidated Government is in support of reasonable and uniform statewide law to govern digital transportation network services within this state; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Terrebonne Parish Council deliver certified copies of this Resolution to Governor John Bel Edwards and to the Louisiana delegates of the Parish of Terrebonne.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

NOT VOTING:

ABSENT:

The Chairman declared the resolution adopted on this, the _____day of _____, 2018.

* * * * *

I, VENITA H. CHAUVIN, Council Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the _____ Committee on _____, 2018 and subsequently ratified by the Assembled Council in Regular Session on _____, 2018 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____, 2018.

VENITA H. CHAUVIN, COUNCIL CLERK
TERREBONNE PARISH COUNCIL

OFFERED BY:

SECONDED BY:

RESOLUTION NO. _____

A RESOLUTION OF THE TERREBONNE PARISH COUNCIL ON BEHALF OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT TO REQUEST LOUISIANA LEGISLATORS TO INTRODUCE A BILL WHICH WOULD ENACT UNIFORM STATEWIDE LAW GOVERNING DIGITAL TRANSPORTATION NETWORK SERVICES BY COMPANIES SUCH AS UBER AND LYFT, AND TO EXPRESS SUPPORT OF SUCH A BILL, IN AN EFFORT TO ENCOURAGE SUCH COMPANIES TO OFFER SERVICES TO THE CITIZENS OF TERREBONNE PARISH

WHEREAS, on March 14, 2018, this Council, with the support of Parish President Gordon Dove, adopted Resolution No. 18-077, extending an open invitation to digital transportation network companies to provide services to the citizens of Terrebonne Parish, and offering assistance to those companies in an effort to secure those services in Terrebonne Parish; and

WHEREAS, Administrators of the Terrebonne Parish Consolidated Government met with representatives of Uber to determine what assistance, if any, the Terrebonne Parish Consolidated Government may offer in order to encourage transportation network companies to do business in the parish of Terrebonne; and

WHEREAS, transportation network companies would be encouraged to offer services in the area of Terrebonne Parish, and other markets throughout Louisiana, if statewide legislation were enacted to provide for the uniform regulation of the services it offers; and

WHEREAS, the Parish President and the Terrebonne Parish Council agree that statewide uniform legislation would be instrumental in assisting transportation network companies to ensure regulatory compliance of their drivers across parish lines within the state of Louisiana; and

WHEREAS, the Parish President and the Terrebonne Parish Council desire to offer support to transportation network companies by requesting and supporting legislation from our Louisiana legislators to enact uniform statewide legislation to govern transportation network services within the state of Louisiana; and

NOW, THEREFORE, BE IT RESOLVED, by the Terrebonne Parish Consolidated Government, through the Terrebonne Parish Council, that the Terrebonne Parish Consolidated Government hereby requests the Louisiana legislators representing the Parish of Terrebonne to introduce a bill which would enact uniform statewide law governing digital transportation network services by companies such as Uber and Lyft; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Terrebonne Parish Consolidated Government, through the Terrebonne Parish Council, that the Terrebonne Parish Consolidated Government is in support of reasonable and uniform statewide law to govern digital transportation network services within this state; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Terrebonne Parish Council deliver certified copies of this Resolution to Governor John Bel Edwards and to the Louisiana delegates of the Parish of Terrebonne.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:
NOT VOTING:
ABSENT:

The Chairman declared the resolution adopted on this, the _____day of _____, 2018.

I, VENITA H. CHAUVIN, Council Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the _____ Committee on _____, 2018 and subsequently ratified by the Assembled Council in Regular Session on _____, 2018 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS _____ DAY OF _____, 2018.

VENITA H. CHAUVIN, COUNCIL CLERK
TERREBONNE PARISH COUNCIL



Monday, March 26, 2018

Item Title:

Proposed Amendments to Terrebonne Parish Building Code Ordinance Chapter 6 Appendix A

Item Summary:

Introducing an ordinance that will amend Appendix A of Chapter 6, "Buildings and Structures" for the purposes of providing for the effect of the expiration and/or termination of any contract for Building Code Review and Inspection Services, and to clarify terminology and processes, to provide for related matters and call for a public hearing on April 11, 2018 at 6:30 p.m.

ATTACHMENTS:

Description	Upload Date	Type
Executive Summary	3/22/2018	Executive Summary
Cover Memo	3/22/2018	Cover Memo
Proposed Ordinance	3/22/2018	Ordinance
Ammended Appendix A	3/22/2018	Backup Material



EXECUTIVE SUMMARY
(REQUIRED FOR ALL SUBMISSIONS)

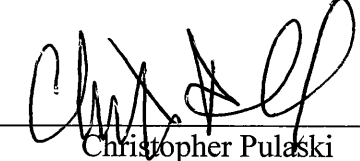
PROJECT TITLE
Proposed Amendments to Terrebonne Parish Building Code Ordinance Chapter 6 Appendix A

PROJECT SUMMARY (200 WORDS OR LESS)
The majority of the proposed amendments are to prepare for the end term of the current CEA with South Central Planning related to building permit plan review and inspections. These proposed amendments establish the Parish's administration, enforcement, and appeal structure and processes that will take effect at the end of the CEA term on April 21, 2018 at 11:59 p.m. Additional amendments pertain to clarification of definitions and procedures including criteria for acceptable modifications in flood hazard areas, substantial damage or improvements, and accessory structures in order to make these matters more easily understood and administered.

PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)
The Parish will begin performing building permit plan review and inspections beginning April 22, 2018. By doing this work in house, we anticipate being able to save the tax payers on costs while not sacrificing the level of service that our public and building community have come to expect. We also seek to improve the consistency and accessibility of our permit staff and processes.

TOTAL EXPENDITURE			
\$0.00			
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)			
ACTUAL		ESTIMATED	
IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)			
<u>N/A</u>	NO	YES	IF YES AMOUNT BUDGETED:

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
<u>PARISHWIDE</u>	1	2	3	4	5	6	7	8	9


Christopher Pulaski
Planning & Zoning Director

3/22/18
Date



P.O. BOX 6097
HOUMA, LOUISIANA 70361
(985) 868-5050




P.O. BOX 2768
HOUMA, LOUISIANA 70361

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

March 22, 2018

MEMO TO: Hon. Gordon E. Dove,
Parish President

FROM: Christopher Pulaski, Director
Planning & Zoning Department 

SUBJECT: Proposed Amendments to TP Building Code Ch. 6, Appendix A

The majority of the proposed amendments are to prepare for the end term of the current CEA with South Central Planning related to building permit plan review and inspections. These proposed amendments establish the Parish's administration, enforcement, and appeal structure and processes that will take effect at the end of the CEA term on April 21, 2018 at 11:59 p.m. Additional amendments pertain to clarification of definitions and procedures including criteria for acceptable modifications in flood hazard areas, substantial damage or improvements, and accessory structures in order to make these matters more easily understood and administered.

OFFERED BY:

SECONDED BY:

ORDINANCE NO. _____

AN ORDINANCE OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT COUNCIL AMENDING THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT CODE OF ORDINANCES BY AMENDING APPENDIX A OF CHAPTER 6, "BUILDINGS AND STRUCTURES" FOR THE PURPOSES OF PROVIDING FOR THE EFFECT OF THE EXPIRATION AND/OR TERMINATION OF ANY CONTRACT FOR BUILDING CODE REVIEW AND INSPECTION SERVICES, AND TO CLARIFY TERMINOLOGY AND PROCESSES, AND TO PROVIDE FOR RELATED MATTERS.

Whereas, Section 1 – 06 of the Home Rule Charter for the Parish of Terrebonne provides that the parish government shall have the right, power and authority to pass all ordinances requisite or necessary to promote, protect and preserve the general welfare, safety, health, peace and good order of the parish, including, but not by way of limitation, the right, power and authority to pass ordinances on all subject matter necessary, requisite or proper for the management of the parish affairs, and all other subject matter without exception, subject only to the limitations that the same shall not be inconsistent with the Constitution or expressly denied by the general law applicable to the parish; and

Whereas, the Terrebonne Parish Consolidated Building Code further lacks clarification regarding administrative duties and procedures pertaining to the responsibilities of building plan review and inspections in the event any contract between the Terrebonne Parish Consolidated Government and the South Central Planning and Development Commission expires or is otherwise terminated; and

Whereas, accordingly, the Terrebonne Parish Consolidated Government desires to amend Appendix A of Chapter 6 of the Terrebonne Parish Code of Ordinances to clarify authority and responsibilities of building plan review and inspections in Terrebonne Parish;

Whereas, the Terrebonne Parish Consolidated Building Code requires clarification of definitions and procedures including: criteria for acceptable modifications in flood hazard areas, substantial damage or improvements, and accessory structures in order to make these matters more easily understood and administered;

NOW, THEREFORE, BE IT ORDAINED by the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government that:

Section I

The following sections of the Code of Ordinances of Terrebonne Parish at Chapter 6, Appendix A, are hereby amended, using ~~strike through~~ to indicate deletions and underlining to indicate additions, and same are hereby adopted to read as follows in the revised Appendix A attached hereto.

Section II

Any and all other provisions of the Code not amended herein, shall remain in full force and effect. If any word, clause, phrase, section or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections and other portions of this ordinance shall remain in full force and effect, the provisions of this ordinance hereby being declared to be severable.

Section III

This ordinance shall become effective upon approval by the Parish President or as otherwise provided in Section 2-12 or 2-13(b) of the Home Rule Charter or as otherwise required by the Home Rule Charter for a Consolidated Government for Terrebonne Parish, whichever occurs sooner.

This ordinance, having been introduced and laid on the table for at least two weeks, was voted upon as follows:

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING.

ABSTAINING:

ABSENT:

The Chairman declared the ordinance adopted on this, the ____ day of _____ 2018.

CHAIRMAN
TERREBONNE PARISH COUNCIL

VENITA H. CHAUVIN
COUNCIL CLERK
TERREBONNE PARISH COUNCIL
Date and Time Delivered to Parish President:

Approved _____ Vetoed
Gordon E. Dove, Parish President
Terrebonne Parish Consolidated Government

Date and Time Returned to Council Clerk:

* * * * *

I, VENITA H. CHAUVIN, Council Clerk for the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of an Ordinance adopted by the Assembled Council in Regular Session on _____, 2018, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS ____ DAY OF _____, 2018.

VENITA H. CHAUVIN
COUNCIL CLERK
TERREBONNE PARISH COUNCIL

APPENDIX A



TERREBONNE PARISH CONSOLIDATED BUILDING CODE

2018 2014 Edition

**Terrebonne Parish, Louisiana, Code of Ordinances:
Part II Parish Code: Buildings and structures:
Article II, Section 6-21: Comprehensive Building Code Enforcement Program:
Division 1: Consolidated Building Code:**

Adopted by Ordinance 7924 on Wednesday 1st December 2010
Amended by Ordinance 8023 on Wednesday 10th August 2011
Amended by Ordinance 8434 on Wednesday 11th June 2014
Amended by Ordinance ~~0000-8841~~ on Wednesday 26th April 2017
Amended by Ordinance 0000 on Wednesday ~~2017-2018~~



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ORDINANCE HISTORY: NOT PART OF THE CODE

Ordinance 7924 on Wednesday 1st December 2010

Parish Ordinances previously adopted and published as Terrebonne Parish, Louisiana, Code of Ordinances: Part II
Parish Code: Buildings and structures: Article II, Section 6-21 Comprehensive Building Code Enforcement Program:

- Division 1: Building
- Division 2: Plumbing
- Division 3: Electricity
- Division 4: Mechanical Systems
- Division 5: Gas
- Division 6: Residential Housing
- Division 7: Existing Buildings

were repealed in their entirety, and replaced with Division 1 : Terrebonne Parish Consolidated Building Code

Parish Ordinance previously adopted and published as Terrebonne Parish, Louisiana, Code of Ordinances: Part II
Parish Code: Buildings and structures: Article II, Section 6-110 Comprehensive Building Code Enforcement Program:

- Division 8: Property Maintenance Code

was re-numbered as: “ Division 2 : Terrebonne Parish Property Maintenance Code”

Ordinance 8023 on Wednesday 10th August 2011

Amended Table 109.2.2(3) Residential Construction Permit Fees

Ordinance 8434 on Wednesday 11th June 2014

Amended the following sections

- 101.2 Scope
- 103.3 Appointment of Building Official
- 104.12 Duties and Powers of Building Official
- 105.2 Work exempt from building permits
- 109.2.2 Table (3) Residential Construction Permit Fees
- 110.3.10 Final Inspection
- 114. Violations

and adopted a new full text edition reflecting all amendments made since adoption of the code in 2010

Ordinance 8841 on Wednesday 26th April 2017

Amended the following sections

- 102.1 Applicability – General
- 103.4 Building Official Duties
- 103.6 Administration & Enforcement - (103.6.1 thru 103.6.5 – Contingent Provisions)
- 109.1 Jurisdictional retention of power to set fees
- 109.2.3 Third-party service providers
- 109.2.4 Requirement for ordinance when fees need to be changed.

Ordinance nnnn on Wednesday 2017-2018

In addition to the amendment of numerous sections to add reference to “owner’s authorized agent” and to update references from the state adopted 2015 International Code Series, Amendment was made to the following section:

- 103.2 Creation of Enforcement Agency replacement with Section 103.6.1
- 103.3 Appointment of a Building Official replacement with Section 103.6.2
- 103.5 Deputies replacement with Section 103.6.3
- 103.6.1 Creation of Enforcement Agency title
- 103.6.2 Appointment of a Building Official title
- 103.6.3 Deputies title
- ~~104.10.1-Construction in designated flood hazard area~~
- ~~—104.11 Alternative methods & materials~~
- ~~105.3.1.1 Substantial damage or improvement determination~~
- ~~107.1 Submittal Documents~~
- ~~109.2.5 Accessory structure definition~~
- ~~109.4 Work commencing before permit issuance~~
- ~~109.8 Building permit valuation~~
- 113.1 General Board of Appeals

and adopted a new 2017-2018 full text edition reflecting all amendments made since adoption of the 2014 edition..

|

A vertical line has been used to indicate those sections of the code in which textual change has been made since publication of the 2014 2010 edition.

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TERREBONNE PARISH CONSOLIDATED BUILDING CODE

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TERREBONNE PARISH CONSOLIDATED BUILDING CODE

Terrebonne Parish, Louisiana, Code of Ordinances: Part II Parish Code: Buildings and structures:
Article II, Section 6-21: Comprehensive Building Code Enforcement Program: Division I: Consolidated Building Code:

Part I – Adoption of Code

SECTION 100

ADOPTION

100.1 Adoption. The Louisiana State Uniform Construction Code as may from time to time be amended and promulgated by the State and all other standards and appendices referenced in ~~that~~ adopted international codes, including Appendix J to the residential building code, are hereby adopted as the building code of this Parish for the purpose of regulating and governing the conditions and maintenance of all property, buildings, and structures in Terrebonne Parish; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary, and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures; providing for the issuance of permits and collection of fees therefor, of which not less than ~~three (3)~~ two (2) copies are on file in the office of the Building Official. Each and all of the regulations, provisions, penalties, conditions, and terms of said building code ~~on file in the office of the chief building official~~ are hereby referred to, adopted, and made a part hereof, as if fully set out in this Article, with the additions, insertions, deletions, and changes, if any, prescribed herein.

Ord. No..7924, § I, 12-01-10; Ord. No. 8023, § I, 08-10-11:
Ord. No. 8434, § I, 06-11-14.

Part II – Administration of the code

SECTION 101

GENERAL

101.1 Title. These regulations shall be known as the *Terrebonne Parish Consolidated Building Code*, hereinafter referred to as “*this code*.”

101.2 Scope. The provisions of this code shall apply to the construction, alteration, movement, enlargement, repair, replacement, equipment, use & occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures.

101.2.1 Detached one and two family dwellings and multiple single family dwellings (townhouses) not more than three stories above grade plane in height with separate means of egress and their accessory structures shall comply with the international residential code as amended and adopted by the State of Louisiana.

102.2.2 Live/work units in townhouses complying with the *International Building Code* shall be permitted to be built ~~as~~ in accordance with the International Residential Code for one and two family dwellings ~~or townhouses~~. Fire suppression in such structures shall conform to the requirements of the *International Building Code* as amended and adopted by the State of Louisiana

101.2.3 Owner occupied lodging houses with five or fewer guestrooms shall be permitted to be constructed in accordance with the *International Residential Code for one and two family dwellings* when equipped with a fire sprinkler system in accordance with the requirements of the Louisiana State Uniform Fire Prevention Code.

101.3 Intent. The purpose of this code is to establish the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress, facilities, stability, sanitation, adequate light and ventilation, energy conservation and safety of life and property from fire and other hazards attributed to the built environment; and to provide safety for emergency responders.

101.4 Referenced Codes. All other codes and standards referenced in the *Louisiana State Uniform Construction Code (LSUCC)* shall be considered part of the requirements of this code to the prescribed extent of each such reference.

SECTION 102

APPLICABILITY

102.1 General. Where there is conflict between a general requirement and a specific requirement, the specific requirement shall be applicable. Where, in any specific case, different sections of this code specify different materials, methods of construction or other requirements, the most restrictive shall govern. The provisions of this code are not intended to abrogate any authority given by the Terrebonne Parish Charter to the Parish President or the Terrebonne Parish Council over the Terrebonne Parish Consolidated Government Department of Planning and Zoning regarding building permits, and any provision of this code which results in such an abrogation shall be deemed invalid or void.

102.2 Other laws. The provisions of this code shall not be deemed to nullify any provisions of local, state or federal law.

102.3 Application of references. References to chapter or section numbers, or to provisions not specifically identified by number, shall be construed to refer to such chapter, section or provision of this code.

102.4 Referenced codes and standards. The codes and standards referenced in this code shall be considered part of the requirements of this code to the prescribed extent of each such reference. Where differences occur between provisions

of this code and referenced codes or standards, the provisions of this code shall apply.

102.5 Partial invalidity. If any part or provision of this code is held to be illegal or void, this shall not have the effect of making void or illegal any other parts or provisions.

102.6 Existing Structures. The legal occupancy of any structure existing on the date of adoption of this code shall be permitted to continue without change, **except** as is specifically covered in this code, the *International Property Maintenance Code*, the *Louisiana State Uniform Fire Code*, or as is deemed necessary by the building official for the general safety and welfare of the occupants and the public.

SECTION 103

ADMINISTRATION & ENFORCEMENT

103.1 Administration. Terrebonne Parish Consolidated Government (TPCG), hereinafter referred to as “*the jurisdiction*”, shall have full control of this code shall appoint or designate a *Building Code Administrator* qualified to be responsible for all aspects of its administration and supervision of its implementation. These amended ordinances would take effect at 12:00AM cst on April 22, 2018 upon the scheduled expiration of the Cooperative Endeavor Agreement with the South Central Regional Construction Code Council, and apply to all permits applied for on or after April 18, 2017.

103.2. Creation of Enforcement Agency. ~~The South Central Regional Construction Code Council (SCRCCC) shall be responsible for the overall enforcement of this code under the terms of and to the extent provided in a Cooperative Endeavor Agreement (CEA) between the jurisdiction and SCRCCC. Whenever the term “department of building safety” is used in the codes adopted by virtue of this chapter, it shall, to the extent determined under the terms of the CEA, mean the South Central Regional Construction Code Council. The jurisdiction shall be responsible for the overall enforcement of this code in accordance with the Charter and Code of Ordinances of the Terrebonne Parish Consolidated Government and the laws of the State of Louisiana.~~

103.3. Appointment of a Building Official. ~~South Central Regional Construction Code Council shall appoint the building official and throughout this code the term “*building official*” shall refer to the building official appointed by South Central Regional Construction Code Council. The Terrebonne Parish President shall appoint the Building Code Official, subject to confirmation by the Terrebonne Parish Council, who shall have the authority and responsibilities granted by the code.~~

103.4. Building Official Duties. The *building official* shall be the sole authority for interpretive and technical matters required by the code. Provided that, for the purposes of administering this code, the *building code administrator*

appointed or designated by the jurisdiction, as the most senior construction code enforcement official employed by the jurisdiction, shall conjointly be vested with such *administrative* duties and powers as are herein accorded to the *building official*.

103.5. Deputies. ~~In accordance with the prescribed procedures of the South Central Regional Construction Code Council, deputy inspectors, related technical officers, plan examiners, and other employees shall be appointed. Such employees shall have powers, as delegated by the building official. Deputies shall be hired or appointed administratively by the jurisdiction, and they shall have such powers as delegated by the building official.~~

103.6. Effect of Termination of CEA. ~~In the event the Cooperative Endeavor Agreement the jurisdiction and the SCRCCC expires or is terminated:~~

103.6.1 Creation of Enforcement Agency. ~~The jurisdiction shall be responsible for the overall enforcement of this code in accordance with the Charter and Code of Ordinances of the Terrebonne Parish Consolidated Government and the laws of the State of Louisiana.~~

103.6.2 Appointment of a Building Official. ~~The Terrebonne Parish President shall appoint the Building Code Official, subject to confirmation by the Terrebonne Parish Council, who shall have the authority and responsibilities granted by the code.~~

103.6.3 Deputies. ~~Deputies shall be hired or appointed administratively by the jurisdiction, and they shall have such powers as delegated by the building official.~~

103.6.4 ~~The board of appeals created by section 113.1 of this code shall consist of an administrative review board, for which purpose the Parish Manager shall sit as chairman, with two board members: the Director of Planning and Zoning and a person designated by the Parish President for their knowledge of construction matters. The Building Official shall attend the hearing. The board shall assume all authority and obligations provided for in section 113 of this code.~~

103.6.5 ~~Section 113.4 shall be inapplicable.~~

SECTION 104

DUTIES & POWERS OF BUILDING OFFICIAL

104.1 General. The building official is hereby authorized and directed to enforce the provisions of this code. The building official shall have the authority to render interpretations of this code and to adopt policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of this code. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in this code.

104.2 Applications and permits. The jurisdiction shall receive, administer and transmit to the building official applications and construction documents required for plan review and enforcement activity. The building official shall review the documentation to provide the jurisdiction with the approved documents required for the issuance of building permits; inspect the premises for which such permits have been issued; enforce compliance with the provisions of this code and issue certifications for compliance with this code for the erection, alteration, demolition, and moving of buildings and structures,

104.3 Notices and orders. The building official shall issue all notices & orders required to ensure compliance with this code.

104.4 Inspections. The building official shall make all of the required inspections, or the building official shall have the authority to accept reports of inspection by approved agencies or individuals. Reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The building official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the appointing authority.

104.5 Identification. The building official shall carry proper identification when inspecting structures or premises in the performance of duties under this code.

104.6 Right of entry. Where it is necessary to make an inspection to enforce the provisions of this code, or where the building official has reasonable cause to believe that there exists in a structure or upon a premises a condition which is contrary to or in violation of this code which makes the structure or premises unsafe, dangerous or hazardous, the building official is authorized to enter the structure or premises at reasonable times to inspect or to perform the duties imposed by this code, provided that if such structure or premises be occupied that credentials be presented to the occupant and entry requested. If such structure or premises is unoccupied, the building official shall first make a reasonable effort to locate the owner or other person having charge or control of the structure or premises and request entry. If entry is refused, the building official shall have recourse to the remedies provided by law to secure entry.

104.7 Department records. The building official shall keep official records of applications received, permits and certificates issued, fees collected, reports of inspections, and notices and orders issued. Such records shall be retained in the official records for the period required for retention of public records.

104.8 Liability. The building official, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or

omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be defended by legal representative of the jurisdiction until the final termination of the proceedings. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

104.9 Approved materials and equipment. Materials, equipment and device approved by the building official shall be constructed and installed in accordance with such approval.

104.9.1 Used materials and equipment. Used materials, equipment and devices, may be used when approved by the building official as meeting the requirements of this code for new materials.

104.10 Modifications. Wherever there are practical difficulties involved in carrying out the provisions of this code, the building official shall have the authority to grant modifications for individual cases, upon application of the owner or owner's representative, provided the building official shall first find that special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, accessibility, life and fire safety, or structural requirements. The details of action granting modifications shall be recorded and entered in the files of the department of building safety.

104.10.1 Flood hazard areas. The building official shall not grant modifications to any provision required in flood hazard areas unless a determination has been made that:

1. There is good and sufficient cause showing that the unique characteristics of the size, configuration, or topography of the site would otherwise render the lot undevelopable; and
2. The granting of modification will not result in increased flood heights, additional threats to public safety, extraordinary public expense, or conflict with existing laws or ordinances; and
3. The modification is the minimum necessary to afford relief, considering the flood hazard; and
4. Written notice is given to the applicant regarding increases in flood insurance and risk to life or property.

104.11 Alternative materials, design and methods of construction and equipment. The provisions of this code are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this code, provided that any such alternative has been *approved*. An alternative material, design or method of construction shall be approved where the building official finds that the proposed design is satisfactory and complies with the intent of the provisions of this code, and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this code in quality, strength, effectiveness, fire resistance, durability and safety. Where the alternative material, design, or method of

construction is not approved, the building official shall respond in writing, stating the the reasons why the alternative was not approved.

104.11.1 Research reports. Supporting data, where necessary to assist in the approval of materials or assemblies not specifically provided for in this code, shall consist of valid research reports from approved sources.

104.11.2 Tests. Whenever there is insufficient evidence of compliance with the provisions of this code, or evidence that a material or method does not conform to the requirements of this code, or in order to substantiate claims for alternative materials or methods, the building official shall have the authority to require tests as evidence of compliance to be made at no expense to the jurisdiction. Test methods shall be as specified in this code or by other recognized test standards. In the absence of recognized and accepted test methods, the building official shall approve the testing procedures. Tests shall be performed by an approved agency. Reports of such tests shall be retained by the building official for the period required for retention of public records.

104.12 Flood Zone Construction Documents. The *building code administrator* and *building official* shall have authority to require the submission of documents not otherwise specified in this code, in order to determine compliance with requirements imposed under law by virtue of the location of a structure within a designated flood hazard area. Such documents shall include, but not be limited to, stormwater pollution prevention plans, engineering reports and surveys, together with supporting drawings, calculations and photographs.

SECTION 105 PERMITS

105.1. Required. Any owner, or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, repair, remove, convert, or replace any electrical, gas, mechanical, or plumbing system, the installation of which is regulated by this code, shall first make an application to the Jurisdiction and obtain the required permit.

105.2. Work Exempt from Building Permit. Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner contrary to the provisions of this code, floodplain regulations and ordinances, or any other laws or ordinances of the jurisdiction.

Except as provided in other regulations or ordinances and provided that the structure or proposed structure is not located in a floodplain, building permits shall not be required for the following:

A. Building:

1. One-story detached residential accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 200 Square feet (18.58m²);
2. Non residential farming use structure constructed on a farm, as defined by Part VI of RS Title 55, and not attached to any residence.
3. Fishing Camp or other outdoor recreational structure, not located in the corporate limits of a municipality or within an approved subdivision, and not used as, or attached to, or using the same physical address as, or located on the same property as a residence and neither qualifying for homestead exemption, nor used for any commercial purpose.
4. Decks not exceeding 200 square feet (18.58m²) in area that are less than 30 inches (762mm) above grade at any point, are not attached to a dwelling, and do not serve an exit or opening required by code;
5. Retaining walls that are not over 4 feet (1219mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II, or IIIA liquids;
6. Water tanks supported directly upon grade, if the capacity does not exceed 5000 gallons (18927L) and ratio, height : diameter or width does not exceed 2:1;
7. Painting, papering, tiling, carpeting, cabinets, counter tops, vinyl siding and similar finish work not impacting the structural integrity of the building or building envelope that does not involve changes to electrical or gas systems, the cost of which does not exceed \$2,500;
8. Temporary motion picture, television and theater stage sets and scenery;
9. Shade cloth structures constructed for nursery or agricultural purposes and not including service systems;
10. Swings and other playground equipment accessory to detached one- and two family dwellings;
11. Window awnings supported by an exterior wall that do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support of Group R-3 and U occupancies;
12. Movable cases, counters, and partitions not more than 5 feet 9 inches in height.

B. Electrical:

1. Minor repair work:

- a. Attachment of listed cord and plug connected temporary decorative lighting;
- b. Reinstallation of attachment plugs, but not the outlets therefore;
- c. Replacement of branch circuit over-current devices of the required capacity and design in the same location
- d. Electrical wiring, devices, appliances, or

equipment operating at less than 25 volts and not capable of supplying more than 50 watts on energy;

- e. the replacement of lamps, or the connection of listed portable electrical equipment to approved permanently installed receptacles;

2. **Radio and television transmitting stations:** The provisions of this code shall not apply to electrical equipment used for radio and television transmissions, but do apply to equipment and wiring for a power supply and the installation of towers and antennas.
3. **Temporary testing systems:** A permit shall not be required for the installation of any temporary system required for the testing or servicing of electrical equipment or apparatus by a licensed electrical contractor.

Gas:

1. Portable heating, cooking, or clothes drying appliances.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
3. Portable fuel cell appliances in a dwelling, provided that such appliances are not connected to a fixed piping system and are not interconnected to a power grid.

Mechanical:

1. Portable heating, appliances;
2. Portable ventilation equipment;
3. Portable cooling unit;
4. Steam, hot or chilled water piping internal to any heating or cooling equipment regulated by this code;
5. Replacement of any part that does not alter approval of such equipment, or make it unsafe;
6. Portable evaporative cooler;
7. Self-contained refrigeration system containing 10 pounds (5 kg) or less of refrigerant, or that are actuated by motors of 1 horsepower (746 W) or less,
8. Portable fuel cell appliances in a dwelling, provided that such appliances are not connected to a fixed piping system and are not interconnected to a power grid.

Plumbing:

1. **The stopping of leaks** in drains, water, soil, waste or vent pipe, provided that, if any concealed trap, drain pipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this code.
2. **The clearing of stoppages** or the repairing of leaks in pipes, faucets, valves or fixtures and the removal and reinstallation of water closets, provided such

repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

105.2.1 Emergency Repairs. When equipment repairs and replacement must be performed in an emergency situation, the permit application shall be submitted within the next working business day to the jurisdiction.

105.2.2 Repairs. Application or notice to the building official is not required for ordinary repairs to structures, replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load-bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements; nor shall ordinary repairs include addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical or other work affecting public health or general safety.

105.2.3 Public service agencies. Except as required by section 112.4 of this code, a permit shall not be required for the installation, alteration or repair of generation, transmission, distribution or metering or other related equipment that is under the ownership and control of public service agencies by established right.

105.3. Application for Building Permit. To obtain a building permit, the applicant shall first file an application therefore in a format and on a form furnished by the jurisdiction for that purpose.

Each application shall furnish such information as shall be required by the jurisdiction for proper administration of this code and shall, at a minimum:

1. Identify and adequately describe all of the work to be covered by the permit for which application is made;
2. Describe the land on which the proposed work is to be done, by legal description, street address or similar description that will readily identify and definitely locate the proposed building or work;
3. Indicate the use and occupancy for which the proposed work is intended;
4. Be accompanied by construction documents and other information as required in section 107;
5. Provide a proper valuation of the full cost of proposed work;
6. Be signed by the applicant or applicant's authorized agent; and
7. Give such other data and information as may be required by the building official or the jurisdiction.

105.3.1 Action on application. The building official shall examine or cause to be examined applications for

permits and amendments thereto within a reasonable time after filing. If the application or the construction documents do not conform to the requirements of pertinent laws, the building official shall reject such application in writing, stating the reasons therefor. If the building official is satisfied that the proposed work conforms to the requirements of this code and laws and ordinances applicable thereto, the building official shall issue a permit therefor as soon as practicable.

105.3.1.1 Substantial damage or improvement. Determination of substantial damage or substantial improvement in a flood hazard area shall be made in accordance with the local flood damage prevention ordinance.

105.3.2 Time limitation of application. An application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued; **except** that the building official is authorized to grant one or more extensions of time for additional periods not exceeding 90 days each. The extension shall be requested in writing and justifiable cause demonstrated.

105.4 Validity of permit. The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this code or of any other ordinance of the jurisdiction. Permits presuming to give authority to violate or cancel the provisions of this code or other ordinances of the jurisdiction shall not be valid. The issuance of a permit based on construction documents and other data shall not prevent the building official from requiring the correction of errors in the construction documents and other data. The building official is also authorized to prevent occupancy or use of a structure in violation of this code or of any other ordinances of this jurisdiction.

105.5 Expiration. Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 180 days after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for 180 days after the time when work is commenced. The jurisdiction is authorized to grant, in writing, one or more extensions of time, for periods of not more than 180 days each. The extension shall be requested in writing, and justifiable cause demonstrated prior to the expiration of the relevant permit or extended permit.

105.6 Suspension or revocation. The building official is authorized to suspend or revoke a permit issued under the provisions of this code wherever the permit is issued in error or on the basis of incorrect, inaccurate or incomplete information, or failure to pay any required fee, or in violation of any ordinance, regulation, law or any of the provisions of this code.

105.7 Placement of permit. The building permit or copy

shall be kept prominently displayed and immediately available to an inspector on the site of the work through completion of the project.

SECTION 106 FLOOR AND ROOF DESIGN LOADS

106.1 Live loads posted. Where the live loads for which each floor or portion thereof of a commercial or industrial building is or has been designed to exceed 50 psf (2.40 kN/m²), such design live loads shall be conspicuously posted by the owner in that part of each story in which they apply, using durable signs. It shall be unlawful to remove or deface such notices

106.2 Issuance of certificate of occupancy. A certificate of occupancy required by Section 111.1 shall not be issued until the floor load signs, required by Section 106.1, have been installed.

106.3 Restrictions on loading. It shall be unlawful to place, or cause or permit to be placed, on any floor or roof of a building, structure or portion thereof, a load greater than is permitted by this code.

SECTION 107 SUBMITTAL DOCUMENTS

107.1 General. Submittal documents consisting of construction documents, statement of special inspections, geotechnical report and other data shall be submitted in two or more sets with each permit application. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional or an engineer licensed in the required specialty.

Exception: The building official is authorized to waive the submission of construction documents and other data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that review of construction documents is not necessary to obtain compliance with this code.

107.2 Construction documents. Required construction documents shall be in accordance with Sections 107.2.1 through 107.2.6 of this code.

107.2.1 Required form. All required construction documents shall be submitted in electronic or hard-copy format, or any combination thereof, as specified by the building official and approved by the building code administrator.

107.2.2 Information on construction documents. Construction documents shall be dimensioned and drawn upon suitable material. Electronic media documents are permitted to be submitted when approved by the building official. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and relevant laws, ordinances, rules and regulations, as determined by the building official. When required by the building official, all braced

wall lines shall be identified on the construction documents and all pertinent information including, but not limited to, bracing methods, location and length of braced wall panels, foundation requirements and attachment of braced wall panels at top and bottom, shall be provided.

107.2.3 Fire protection system shop drawings. Shop drawings for the fire protection systems shall be submitted to indicate conformance to this code and the construction documents and shall be approved prior to the start of system installation. Shop drawings shall contain all information as required by the referenced installation standards cited in the state adopted code.

107.2.4 Means of egress. The construction documents shall show in sufficient detail the location, construction, size and character of all portions of the means of egress in compliance with the provisions of this code. In other than occupancies in Groups R-2, R-3, and I-I, the construction documents shall designate the number of occupants to be accommodated on every floor, and in all rooms and spaces.

107.2.5 Exterior wall envelope. Construction documents for all buildings shall describe the exterior wall envelope in sufficient detail to determine compliance with this code. The construction documents shall provide details of the exterior wall envelope as required, including flashing, intersections with dissimilar materials, corners, end details, control joints, intersections at roof, eaves or parapets, means of drainage, water-resistive membrane and details around openings.

The construction documents shall include manufacturer's installation instructions that provide supporting documentation that the proposed penetration and opening details described in the construction documents maintain the weather resistance of the exterior wall envelope. The supporting documentation shall fully describe the exterior wall system which was tested, where applicable, as well as the test procedure used.

107.2.6 Site plan or plot plan. The construction documents submitted with the application for permit shall be accompanied by a site plan showing to scale the size and location of new construction and existing structures on the site, distances from lot lines, the established street grades and the proposed finished grades and, as applicable, flood hazard areas, floodways, and design flood elevations; and it shall be drawn in accordance with an accurate boundary line survey.

In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site or plot. The building official is authorized to waive or modify the requirement for a site plan when the application for permit is for alteration or repair or when otherwise warranted.

107.2.6.1 Design flood elevations. Where design flood elevations are not specified, they shall be as required by the jurisdiction's floodplain ordinance.

107.3 Examination of documents. The building official shall examine or cause to be examined the accompanying submittal documents and shall ascertain by such examinations whether the construction indicated and described is in accordance with the requirements of this code and other pertinent laws or ordinances.

107.3.1 Approval of construction documents. When the building official issues a permit, the construction documents shall be approved, in writing or by stamp, as "**Reviewed for Code Compliance.**" One set of construction documents so reviewed shall be retained by the building official. The other set shall be returned to the applicant, shall be kept at the site of work and shall be open to inspection by the building official or a duly authorized representative.

107.3.2 Previous approvals. This code shall not require changes in the construction documents, construction or designated occupancy of a structure for which a lawful permit has been heretofore issued or otherwise lawfully authorized, and the construction of which has been pursued in good faith within 180 days after the effective date of this code and has not been abandoned.

107.3.3 Phased approval. The building official is authorized to issue a permit for the construction of foundations or any other part of a building or structure before the construction documents for the whole building or structure have been submitted, provided that adequate information and detailed statements have been filed complying with pertinent requirements of this code. The holder of such permit for the foundation or other parts of a building or structure shall proceed at the holder's own risk with the building operation and without assurance that a permit for the entire structure will be granted.

107.3.4 Design professional in responsible charge. When it is required that documents be prepared by a registered design professional, the building official shall be authorized to require the owner to engage and designate on the building permit application a registered design professional who shall act as the registered design professional in responsible charge. If the circumstances require, the owner shall designate a substitute registered design professional in responsible charge who shall perform the duties required of the original registered design professional in responsible charge.

The building official shall be notified in writing by the owner if the registered design professional in responsible charge is changed or is unable to continue to perform the duties.

The registered design professional in responsible charge shall be responsible for reviewing and coordinating submittal documents prepared by others, including phased and deferred submittal items, for compatibility with the design of the building.

107.3.4.1 Deferred submittals. For the purposes of this section, deferred submittals are defined as those portions of the design that are not submitted at the time of the application and that are to be submitted to

the building official within a specified period.

Deferral of any submittal items shall have the prior approval of the building official. The registered design professional in responsible charge shall list the deferred submittals on the construction documents for review by the building official.

Documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them and forward them to the building official with a notation indicating that the deferred submittal documents have been reviewed and found to be in general conformance to the design of the building. The deferred submittal items shall not be installed until the deferred submittal documents have been approved by the building official.

107.4 Amended construction documents. Work shall be completed in accordance with the approved construction documents. Any changes made during construction that are not in compliance with the approved construction documents shall be resubmitted for approval as amended.

107.5 Retention of construction documents. One set of approved construction documents shall be retained by the building official for a period of not less than 180 days from date of completion of the permitted work, or as required by state or local laws.

SECTION 108

TEMPORARY STRUCTURES AND USES

108.1 General. The building official is authorized to issue a permit for temporary structures and temporary uses. Such permits shall be limited as to time of service, but shall not be permitted for more than 180 days. The building official is authorized to grant extensions for demonstrated cause.

108.2 Conformance. Temporary structures and uses shall conform to the structural strength, fire safety, means of egress, accessibility, light, ventilation and sanitary requirements of this code to ensure public health, safety and general welfare.

108.3 Temporary power. The building official is authorized to give permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed and the final certificate of completion has been issued. The part covered by the temporary certificate shall comply with the requirements specified for temporary lighting, heat or power in NFPA70 - National Electrical Code.

108.4 Termination of approval. The building official is authorized to terminate a permit for a temporary structure or use and order the temporary structure or use discontinued.

SECTION 109

FEES

109.1 Payment of fees. Notwithstanding any provision of this code to the contrary, the jurisdiction shall maintain authority

to determine the amount of any permit fee(s) charged to applicants in accordance with this section. A permit shall not be valid until the fees prescribed by law have been paid, nor shall an amendment to a permit be released until the additional fee, if any, has been paid. Fees shall not be discounted for any cause **except** as specifically provided for in this code.

109.2. Schedule of Permit Fees. On buildings, structures, electrical, gas, mechanical, and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid as required, in accordance with the tables in this Chapter.

109.2.1 Payment Required. A building permit shall not be issued, nor shall the application for a building permit be accepted, until the fees prescribed in this section shall have been paid. Nor shall an amendment to a permit application be approved until the additional fee, if any, due to an increase in the estimated cost of the building or structure shall have been paid. A certificate of occupancy

shall not be issued, nor shall the certificate of occupancy, compliance or completion application be approved, until the fees prescribed in this section shall have been paid.

109.2.2 Level of Fees. The required fees shall be determined by reference to tables 109.2.2 (1) through 109.2.2(4) below. Acceptance of the permit application by the jurisdiction shall not constitute consent to the commencement of work; and commencement of work prior to the issuance and display of a permit shall result in additional fees being due in accordance with Section. 109.4 (below).

109.2.3 Third Party Service Providers. Parish may grant a permit fee discount to applicants who have contracted with a qualified third-party provider for plan review and inspections as required by the Louisiana State Uniform Construction Code and other state or local laws which have been or may be adopted, said discount to be no greater than 40% of the standard permit fee that would otherwise be charged to the applicant. In the instance that a third-party provider is used for plan review only, there shall be no discount. In the instance that the third party provider is used for inspections only, the discount shall be no greater than 30% of the standard permit fee.

109.2.4 Amendment of Fees. The nature and level of fees specified in Tables 109.2.2(1), (2), (3) and (4) may be amended by ordinance of the Council of the jurisdiction.

109.2.5 Accessory Structure Defined. A detached structure, without finished interior, plumbing, mechanical, or gas installation, and restricted to use for storage or parking incidental to a primary building located on the same lot. An Accessory Structure shall not constitute or be converted to living, working, or recreational space except under the authority of a new construction permit. Any accessory structure not meeting this definition shall be charged as new construction.

109.3 Discounted Fees. For a period not exceeding ninety (90) days from the date of any federal, state, or local disaster

declaration, the jurisdiction may waive or discount permit fees for the immediate repair, renovation, reconstruction, elevation, or demolition of any residential structure affected by such disaster, in which case any reduction in normal fees for enforcement agency services shall be made good from the jurisdiction's general fund.

109.4 Work commencing before permit issuance. Where any work is started in relation to a building, structure, electrical, gas, mechanical or plumbing system before the

necessary permits have been issued and displayed, all permit fees in respect of work to be undertaken on that building, structure, electrical, gas, mechanical or plumbing system shall be doubled, and assessed in addition to any other violation penalties.

109.5 Related fees. Payment of the fee for the construction, alteration, removal or demolition for work done in connection to or concurrently with the work authorized by a building permit shall not relieve the applicant or holder of the permit from the payment of other lawfully prescribed fees.

Table 109.2.2(1) Commercial/Institutional Permit Fees

Purpose of Commercial / Institutional Permit	Basis of Calculation	Minimum
New construction, addition or renovation (project cost evidenced by valid contract)	\$3 per \$1,000 of contractual project value (Trade Permits Included)	\$200
New construction, addition or renovation (project cost not evidenced by valid contract)	60 cents per square foot of total floor area (Trade Permits Included)	\$200
Structure elevation, shoring or leveling *	Flat Fee (Trade Permits Included for sub-contractors declared on permit)	\$750
Detached accessory structure	46 cents per square foot of total floor area (Trade Permits Included)	\$150
Off street Parking Lot	\$1 per 500 square feet (Trade Permits Included)	\$ 75
Mobile building placement or replacement	Flat Fee (Trade Permits Required)	\$250
Discharge of industrial waste water	Flat Fee	\$ 50
Additional Inspection or Re-inspection	Flat Fee (for each additional inspection visit)	\$ 75
Extension of permit (only before expiry date)	\$1 per \$1,000 of remaining assessed cost	\$ 40
Certificate of : Compliance/Completion/Occupancy	Flat Fee	\$100
Demolition of the structure, <u>not related to renovation, addition, or new construction.</u>	No Charge is made for this permit	\$ 0

Table 109.2.2(2) Trade Permit Fees

Purpose of Trade Permit	Basis of Calculation	Minimum
Plumbing System Permit	\$50 Base Fee plus one inspection (\$75)	\$125
Gas System Permit	\$50 Base Fee plus one inspection (\$75)	\$125
Electrical System Permit	\$50 Base Fee plus one inspection (\$75)	\$125

Mechanical System Permit	\$50 Base Fee plus one inspection (\$75)	\$125
Commercial/Institutional Maintenance Unit	Annual Flat Fee (plus additional inspection fees)	\$200
Additional Inspection or Re-inspection	Flat Fee (for each additional inspection visit)	\$ 75
Extension of permit (only before expiry date)	\$1 per \$1,000 of remaining assessed cost	\$ 40

Table 109.2.2(3) Residential Construction Permit Fees

Purpose of Residential Permit	Basis of Calculation	Minimum
New Residential Construction or Addition	45 cents per square foot. (Trade Permits Included)	\$200
Structure elevation, shoring or leveling	Flat Fee – Trade Permits included for all sub-contractors declared on permit.	\$500
Residential Structure Relocation	Flat Fee – (Trade Permits Required)	\$250
Detached Accessory structure – with 1 or more walls	23 cents per square foot. (Maximum of \$500) (Trade Permits Required)	\$ 75
Detached Accessory structure not exceeding 500 square feet and without walls	Flat Fee (Trade Permits Required)	\$ 75
Detached Accessory structure greater than 500 square feet and without walls	Flat Fee (Trade Permits Required)	\$ 200
Attached patio cover (aluminum)	Flat Fee \$75	\$ 75
Renovation or Repair (cost up to \$5,000)	Flat Fee (Trade Permits Required)	\$ 25
Renovation or Repair (cost \$5,001 to \$10,000)	Flat Fee (Trade Permits Required)	\$100
Renovation or Repair (cost over \$10,000)	Flat Fee (Trade Permits Required)	\$200
Private Swimming Pool	Flat Fee (Trade Permits Required)	\$200
Whole House Generator	Flat Fee (Trade Permits Included)	\$ 200
Mobile Home placement or replacement	Flat Fee (Trade Permits Included)	\$150
Recreational vehicle (180 day placement)	Flat Fee (180 day maximum permit period)	\$100
Additional Inspection or Re-inspection	Flat Fee (for each additional inspection visit)	\$ 75
Extension of permit (only before expiry date)	\$1 per \$1,000 of remaining assessed cost	\$40
Certificate of : Compliance/Completion/Occupancy	Flat Fee	\$100
Demolition of the structure	No Charge is made for this permit	\$ 0

Table Revised: Ord.No.8023, 8-10-11; Ord.No.8434, 6-11-14.

Table 109.2.2(4) Miscellaneous Permit Fees

Purpose of Permit	Basis of Calculation	Minimum
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Mardi Gras reviewing stand	Flat Fee (Trade Permits Required as Appropriate)	\$ 50
On premises business signage	Flat Fee (Trade Permits Required as Appropriate)	\$125
Off premises business signs and advertising	Flat Fee (Trade Permit Required as Appropriate)	\$100
Mobile Seafood Vending	Flat Fee (Trade Permits Required as Appropriate)	\$ 20
Miscellaneous other permits	Flat Fee (Trade Permits Required as Appropriate)	\$100

109.6. Refunds. The jurisdiction is authorized to establish a refund policy.

109.7 Multiple Contractors. Where, for whatever reason, contractors are responsible for specific segments of a contract, the permit(s) issued shall clearly identify the limits of that contractor's task. Where there is a change of contractor part way through any construction project, new permit fees shall be based on the value of the balance of work to be completed and no refund shall be made for prior permits.

109.8 Building Permit Valuations. Job cost valuations shall include the total value of all services, materials and labor costs, for the full project scope covered by the permit. Any change or increase in project scope or value shall require additional permitting.

SECTION 110 INSPECTIONS

110.1 Types of inspection. Construction or work for which a permit is required shall be subject to inspection by the building official and such construction or work shall remain accessible and exposed for inspection purposes until approved. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction. Inspections presuming to give authority to violate or cancel the provisions of this code or of other ordinances of the jurisdiction shall not be valid. It shall be the duty of the permit applicant to cause the work to remain accessible and exposed for inspection purposes. Neither the building official nor the jurisdiction shall be liable for expense entailed in the removal or replacement of any material required to allow inspection.

110.2 Preliminary inspection. Before issuing a permit, the building official is authorized to examine or cause to be examined buildings, structures and sites for which an application has been filed.

110.3 Required inspections. The building official, upon notification, shall make the inspections set forth in Sections 110.3.1 through 110.3.10.

110.3.1 Footing, foundation and plumbing rough-in inspection. Footing and foundation inspections shall be made after all excavations are complete and any required reinforcing steel, poles or piers are set and supported. For concrete foundations, any required forms shall be in place prior to inspection. Materials for the foundation shall be on

the job, **except** where concrete is ready mixed in accordance with ASTM C 94, the concrete need not be on the job. Plumbing rough-in inspection and testing shall, at a minimum, include slab, open wall and sewer tie-in and shall be made prior to covering or concealment, before fixtures or appliances are set or installed and prior to framing inspection.

Exception: Back filling of ground source heat pump loop system tested in accordance with the requirements of the *International Mechanical Code*, as amended and adopted by the state, shall be permitted.

110.3.2 Concrete slab and under-floor inspection. Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel and building service equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor.

110.3.3 Lowest floor elevation. In flood hazard areas, upon placement of the lowest floor, including the basement, and prior to further vertical construction, the building official shall require submission of documentation prepared and sealed by a registered land surveyor, of the elevation of the lowest floor.

110.3.4 Framing and masonry. Inspection of Framing and masonry construction shall be made after the roof deck or framing, masonry, all framing, fire-blocking draft-stopping and bracing are in place; and after pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, heating wires, pipes and ducts are approved.

110.3.5 Lath and gypsum board inspection. Lath and gypsum board inspections shall be made after lathing and gypsum board, interior and exterior, is in place, but before any plastering is applied or gypsum board joints and fasteners are taped and finished.

Exception: Gypsum board that is not part of a fire-resistance-rated assembly or a shear assembly.

110.3.6 Fire and smoke-resistant penetrations. Protection of joints and penetrations in fire-resistance-rated assemblies, smoke barriers and smoke partitions shall not be concealed from view until inspected and approved.

110.3.7 [Reserved]

110.3.8 Other inspections. In addition to the inspections

specified above, the building official is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of this code and other laws that are enforced by the department.

110.3.9 Special inspections. For special inspections, see the *International Building Code* as adopted by the state.

110.3.10 Final inspection. The final inspection shall be made after all work required by the building permit is completed and shall include final inspection of the work required to be completed in each of the building trades disciplines.

110.3.10.1 Elevation Documentation. If located in a flood hazard area, the required final elevation certificate shall be submitted to the *building official* prior to the final inspection.

110.4 Inspection agencies. The building official is authorized to accept reports of approved inspection agencies, provided such agencies satisfy the requirements as to qualifications and reliability.

110.5 Inspection requests. It shall be the duty of the holder of the building permit or their duly authorized agent to notify the building official when work is ready for inspection. It shall be the duty of the permit holder to provide access to and means for inspections that are required by this code.

110.6 Approval Required. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the building official. The building official, upon notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or notify the permit holder or his or her agent wherein the same fails to comply with this code. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the building official.

SECTION 111

CERTIFICATE OF OCCUPANCY

111.1 Use and occupancy. No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made, until the building official has approved the issue of a certificate of occupancy or certificate of completion as provided herein. Issuance of a certificate of occupancy or certificate of completion shall not be construed as an approval of a violation of the provisions of this code or of other codes or ordinances adopted by the jurisdiction.

Exception 1: Certificates of occupancy are not required for work exempt from permits under this code.

Exception 2: Where it has not been possible to verify compliance through a full program of inspections, the

building official, when satisfied that the completed structure does not represent a hazard to occupants or the community, shall issue a certificate of completion.

Certificates presuming to give authority to violate or cancel the provisions of this code or other ordinances of the jurisdiction shall not be valid.

111.2 Change of Use. Changes in the character or use of an existing structure shall not be made other than in compliance with the *International Building Code* as adopted by the state.

111.3 Certificate issued. After the building official inspects the building or structure and finds no violations of the provisions of this code or other laws that are enforced by the department of building safety, the building official shall cause to be issued a certificate of occupancy or completion that contains the following:

1. The building permit number.
2. The address of the structure.
3. The name and address of the owner or owner's authorized agent.
4. A description of that portion of the structure for which the certificate is issued.
5. A statement that the described portion of the structure has been inspected for compliance with the requirements of this code for the occupancy and division of occupancy and the use for which the proposed occupancy is classified.
6. The name of the building official.
7. The edition of the code under which the permit was issued.
8. The use and occupancy.
9. The type of construction.
10. The design occupant load.
11. If an automatic sprinkler system is provided, whether the sprinkler system is required.
12. Any special stipulations and conditions of the building permit.

111.4 Temporary Occupancy. The building official is authorized to issue a temporary certificate of occupancy before completion of the entire work covered by the permit; provided that such portion or portions shall be occupied safely. The building official shall set a time period during which the temporary certificate of occupancy is valid.

111.5 Revocation. The building official is authorized to, in writing, suspend or revoke a certificate of occupancy or completion issued under the provisions of this code wherever the certificate is issued in error, or on the basis of incorrect information supplied, or where it is determined that the building or structure or portion thereof is in violation of any ordinance or regulation or any of the provisions of this code.

SECTION 112

SERVICE UTILITIES

112.1 Connection of service utilities. No person shall make connections from a utility, source of energy, fuel or power to any building or system that is regulated by this code for which a permit is required, until released by the building official.

112.2 Temporary connection. The building official shall have the power to authorize the temporary connection, or order the disconnection, of the building or system to the temporary utility source of energy, fuel or power.

112.3 Authority to disconnect service utilities. The building official shall have the authority to authorize disconnection of utility service to the building, structure or system regulated by this code and the referenced codes and standards set forth therein in case of emergency, where necessary to eliminate an immediate hazard to life or property, or when such utility connection has been made without the approval required by Section 112.1 or 112.2. The building official shall notify the serving utility, and wherever possible the owner or owners's authorized agent and occupant of the building, structure or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnecting, the owner or owner's authorized agent or occupant of the building, structure or service system shall be notified in writing, as soon as practical thereafter.

112.4 Special Permit Requirements. Within the jurisdiction, there shall be no installation of any wiring, poles, pylons, duct lines, pipes, raceways, ducts, guy anchors, apparatus, devices, appliances, fixtures, equipment or building for the transmission, delivery, or distribution of energy, nor shall any substitutions, replacements, alterations, or additions be made in such system components by other than jurisdiction owned utilities, without a permit having been secured from the jurisdiction in advance such works.

SECTION 113 BOARD OF APPEALS

113.1. General. In order to hear and decide appeals of orders, decisions, or determinations made by the building official relative to the application and interpretation of this code, there shall be and hereby created a board of appeals. The board of appeals shall consist of an administrative review board, for which purpose the Parish Manager shall sit as chairman, with two board members: the Director of Planning and Zoning and a person designated by the Parish President for their knowledge of construction matters. The Building Official shall attend the hearing. be appointed by the South Central Regional Construction Code Council and shall hold office at its pleasure.

113.2 Rules of Procedure. The following procedures shall apply to all appeals:

a. Request for appeal shall be submitted in writing and filed with the Parish Department of Planning and Zoning within twenty (20) days of the decision against which appeal is being made;

b. Application shall include the name and mailing address of the appellant and the reason for the appeal;

c. Hearing shall be held within thirty (30) days of the appeal application being filed. Time for the hearing may be extended for just cause;

d. The board shall adopt rules of procedure for conducting its business;

e. The decisions and findings of the board shall be made in writing within seven (7) days of the hearing and service of the appeal decision shall be to the address on the appeal application with copies to the building official and the jurisdiction.

~~The board shall adopt rules of procedure for conducting its business, and shall render all decisions and findings in writing to the appellant with copies to the building official and the jurisdiction.~~

113.3 Limitations on authority. An appeal may only be based on a claim that:

- The true intent of this code has been incorrectly interpreted; or
- The relevant provisions of this code do not apply to the structure; or
- An equally good or better form of construction is proposed and supported by an engineering assessment sealed by a professional engineer acting within his registered specialty.

The Board shall have no authority to waive, modify or grant variance in respect of any of the provisions of this code.

~~**113.4. Qualifications.** The board of appeals shall consist of members who are chief elected officials, or their designee, from each jurisdiction participating in the South Central Regional Code Compliance Program. The building official shall be an ex-officio member of said board but shall have no vote on any of its proceedings.~~

~~(NOTE: Replaced by Section 103.6.4 — Ord. 8441, 04/26/2017)~~

Decisions by Board of Appeals. Decisions rendered by the Board of Appeals are final and there shall be no further appeals to the Parish Council or a Court of Law.

SECTION 114 VIOLATIONS

114.1 Unlawful acts. It shall be unlawful for any person, firm or corporation to erect, place, construct, alter, extend, repair, move, remove, demolish or occupy any building, structure or equipment regulated by this code, or cause or counsel same to be done, in conflict with or in violation of any of the provisions of this code. Any violation of this code shall be deemed a strict liability offense.

114.2 Notice of violation. The building official is authorized to serve a notice of violation or order on the person or entity

responsible for the erecting, placing, constructing, altering, extending, repairing, moving, removing, demolishing or occupying of a building or structure in violation of the provisions of this code, or in violation of a permit or certificate issued under the provisions of this code, or on a person or entity causing or counseling such violation. Such order shall direct the discontinuance of the illegal action and/or condition and the abatement of the violation.

114.3 Prosecution of violation. If the notice of violation is not complied with promptly, the building official is authorized to request the jurisdiction's building code administrator to institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the building or structure in violation of the provision of this code or of the order or direction made pursuant thereto.

114.4 Violation penalties. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code, or who provides false or misleading information in respect of any action under this code, or who causes or counsels such violation, shall be subject to penalties as prescribed by law. Where the law prescribes no specific penalty for an unlawful act under this code, any person found guilty shall be punished by a fine not exceeding two hundred dollars (\$200) and/or imprisonment for not more than thirty (30) days in respect of each violation.

114.5 Violation count. In calculating applicable penalties for violations of this code, the court shall have regard to the fact that each day for which each violation is continued, after service of a notice of violation or order as required herein, shall be counted and treated as a separate offence.

SECTION 115 STOP WORK ORDER

115.1 Authority. When the building official finds any work regulated by this code being performed in a manner either contrary to the provisions of this code or dangerous or unsafe, a stop work order shall be issued as prescribed in this code.

115.2 Issuance. The stop work order shall be in writing and shall be given to the owner of the property involved, or to the owner's agent, or to the person doing the work. Upon issuance of a stop work order, the cited work shall immediately cease. The stop work order shall state the reason for the order, and the conditions under which work will be permitted to resume.

115.3 Unlawful continuance. Any person who shall continue any work after having been served with a stop work order, **except** such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to violation penalties as prescribed by law.

SECTION 116 UNSAFE STRUCTURES AND EQUIPMENT

116.1 Conditions. Structures or existing equipment that are or hereafter become unsafe, unsanitary or deficient because of inadequate means of egress facilities, inadequate light and ventilation, or which constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance, shall be deemed an unsafe condition.

Unsafe structures shall be taken down and removed or made safe, as the building official deems necessary and as provided for in this section. A vacant structure that is not secured against entry shall be deemed unsafe.

Exception: The provisions of this section shall not apply in cases of grave public emergency where the structure is, in the opinion of the building code administrator, dilapidated and dangerous such as to cause possible immediate loss or damage to person or property. In such circumstances, procedures required under Louisiana RS 33-4762 *et seq.*, as may be amended, shall apply as provided for in chapter 14 of the parish code.

116.2 Record. A report shall be filed on an unsafe condition. Such report shall state the occupancy of the structure and nature of the unsafe condition.

116.3 Notice. If an unsafe condition is found, the jurisdiction shall serve on the owner, or the owner's authorized agent, or person in control of the structure, a written notice that describes the condition deemed unsafe and specifies the required repairs or improvements to be made to abate the unsafe condition, or that requires the unsafe structure to be demolished within a stipulated time. Such notice shall require the person thus notified to declare immediately to the jurisdiction acceptance or rejection of the terms of the order.

116.4 Method of service. Such notice shall be deemed properly served if a copy thereof is:

- Delivered to an owner or owner's agent or person in control of the structure personally; or
- Sent by certified or registered mail addressed to an owner at the last known address, or last address shown by the jurisdiction's Tax Assessor; or
- Delivered as otherwise prescribed by local law.

If the certified or registered letter is returned showing that it was not delivered, a copy of the legal notice therein shall be affixed in a conspicuous place adjacent to the entrance to the structure affected by such notice. Service of such notice in the foregoing manner upon the owner's agent or upon the person responsible for the structure shall constitute service of notice upon the owner.

116.5 Restoration. Where the structure or equipment determined to be unsafe by the building code administrator is permitted to be restored to a safe condition, to the extent that repairs, alterations or additions are made or a change of occupancy occurs during the restoration of the structure, such repairs, alterations, additions or change of occupancy shall meet the requirements of this code and all relevant regulations or ordinances.

SECTION 117 REGISTRATION & LICENSING

117.1 General. Any person seeking registration under and part of this section shall present themselves in person at the jurisdiction Permit Office and, in addition to any documents required for the specific category of registration, present evidence of identity and address in the form of a valid and current photo identification issued by state or federal government and shall pay the requisite registration fee.

117.2 Registration of Certified Third Party Plan Review and Inspection Service Providers. In order to provide for proper administration and enforcement of this code, every person performing the services of a "certified third party provider" in Terrebonne Parish shall be required to annually register as a "certified third party provider" with the jurisdiction. Registrants shall pay an annual fee of one hundred dollars (\$100.00) and shall furnish at the time of application an occupational license from the jurisdiction of their domicile per Louisiana RS 47:362, a valid and relevant Certificate of Registration issued by the Louisiana State Uniform Construction Code Council and a valid current insurance certificate documenting at least the minimum amount of general liability insurance coverage required for state registration and licensing purposes.

117.3 Registration of Tradesmen. In order to provide for proper administration and enforcement of this code, every person engaging in plumbing, gas fitting, electrical or mechanical contracting in the jurisdiction, whether for payment or not, shall annually, on or before 31 March, register as such with the jurisdiction. Registrants shall pay an annual fee of one hundred dollars (\$100.00) and shall furnish at the time of application an occupational license from the jurisdiction of their domicile per Louisiana RS 47:362, a valid and relevant Certificate of Registration issued by the appropriate Louisiana licensing or registration authority, and a valid current insurance certificate documenting at least the minimum amount of general liability insurance coverage required for state registration and licensing purposes.

Exception 1: Owner in residence. The owner of a single family dwelling used exclusively for living purposes and which is the primary residence of and currently occupied by the owner, who shall personally perform ALL work and labor on that project, after satisfying an inspector from the enforcement agency that they have sufficient knowledge, understanding and skill to complete the work in a safe manner and in compliance with all conditions imposed under the required permit.

Exception 2: Plumbing, Dual Certification. Except as may be required under state law, nothing in this section shall require any state licensed plumber to obtain additional state licensing in order to work on gas installations.

117.4 Late Registration. Annual registration shall expire on 31st March each year and, in addition to any penalty which may be incurred under this Section and under Section 114 of

this code; late renewal of registration will be subject to doubling of the normal fee for that year's registration renewal. It shall be the responsibility of the registrant to remember to renew.

117.5 Unregistered Activity. Any person who, in Terrebonne Parish, provides third party plan review or code inspection services, or who engages in plumbing, gas fitting, building, electrical or mechanical contracting while not registered with the jurisdiction where required by this section, or who causes or permits such action, shall be in violation of this code.

117.6 Transitional Arrangements. In cases of application for registration under grandfathering provisions in place under transitional arrangements made by the state; and where State arrangements do not require state registration, licensing and general liability insurance arrangements, the jurisdiction shall be the transitional registration authority.

117.6.1 Transitional Registration Requirements. Any candidate for registration under section 117.6 shall comply with the requirements of section 117.1 and satisfy the jurisdiction's code administrator of their competence, by ~~examination or~~ affidavit of experience, within the field of desired registration; and present evidence of any required state or professional licensing/registration/certification valid for at least the term of Parish registration being sought. The jurisdiction shall also require evidence of general liability insurance coverage at the same level as may be required for state registration & licensing, or at its own discretion, substitute good and solvent surety, in the sum of not less than five thousand dollars (\$5,000) in favor of the jurisdiction, in place of such insurance coverage.

ORDINANCE HISTORY (Not part of the code):

Parish Ordinances previously adopted and published as Terrebonne Parish, Louisiana, Code of Ordinances: Part II Parish Code: Buildings and structures: Article II, Section 6-21 Comprehensive Building Code Enforcement Program:

Division 1: Building

Division 2: Plumbing

Division 3: Electricity

Division 4: Mechanical Systems

Division 5: Gas

Division 6: Residential Housing

Division 7: Existing Buildings

shall be and hereby are repealed in their entirety, being replaced with this code as:

“Division 1 : Terrebonne Parish Consolidated Building Code”

Parish Ordinance previously adopted and published as Terrebonne Parish, Louisiana, Code of Ordinances: Part II Parish Code: Buildings and structures: Article II, Section 6-110 Comprehensive Building Code Enforcement Program:

Division 8: Property Maintenance Code

shall be and hereby is re-numbered as:

“ Division 2 : Terrebonne Parish Property Maintenance Code”

NOTES