

Ord.

2010-0233

INTRODUCED BY: V. J. ST. PIERRE, JR., PARISH PRESIDENT  
(DEPARTMENT OF PLANNING & ZONING)

ORDINANCE NO. 10-7-7

An ordinance to approve and authorize the execution of a Cooperative Endeavor Agreement with the South Central Planning & Development Commission for Building Code Plan Review and Inspections.

WHEREAS, in accordance with Act 12 of the 2005 Louisiana Legislature, First Extraordinary Session, and the implementation of the Louisiana State Uniform Construction Code, the Parish Council adopted Ordinance No. 07-3-6 on March 19, 2007; and,

WHEREAS, said code requires Building Code Plan Review and Inspection by state certified officials ; and

WHEREAS, the Parish received proposals for said services on June 14, 2010, in response to a Request For Proposals; and

WHEREAS, said proposals have been reviewed and it has been determined that the Proposal submitted by South Central Planning and Development Commission is in the best interest of the citizens of St. Charles Parish.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That the Cooperative Endeavor Agreement between St. Charles Parish and South Central Planning and Development Commission for Building Code Plan Review and Inspections is hereby approved.

SECTION II. That the Parish President is hereby authorized to execute said Cooperative Endeavor Agreement.

The foregoing ordinance having been submitted to the vote, the vote thereon was as follows:

YEAS: SCHEXNAYDRE, AUTHEMENT, RAYMOND, TASTET, HOGAN

NAYS: BENEDETTO, NUSS

ABSENT: COCHRAN, LAMBERT

And the ordinance was declared adopted this 12th day of July, 2010, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: Billy Raymond, SR.

SECRETARY: Buddy Judd Tucker

DLVD/PARISH PRESIDENT: July 13, 2010

APPROVED: ✓ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: [Signature]

RETD/SECRETARY: July 13, 2010

AT: 3:28 pm RECD BY: [Signature]

COOPERATIVE ENDEAVOR AGREEMENT

BETWEEN

ST. CHARLES PARISH

AND

SOUTH CENTRAL PLANNING AND DEVELOPMENT COMMISSION

WHEREAS, St. Charles Parish and South Central Planning and Development Commission (SCPDC), and surrounding Parishes and Municipalities have met, discussed, analyzed and mutually agreed to partner together to comply with the mandates of Act 12 of the 2005 Louisiana Legislature, First Extraordinary Session, regarding the implementation of the Louisiana State Uniform Construction Code for Louisiana; and

WHEREAS, Article 7, Section 14 of the Louisiana Constitution allows for political subdivisions and/or corporations to enter into cooperative endeavor agreements in order to expend public funds for a public purpose resulting in a benefit to the public; and

WHEREAS, pursuant to the requirements of Act 12 above, the St. Charles Parish Council, enacted Ordinance No. 07-3-6 on March 19, 2007, adopting the new building codes established by the State of Louisiana; and

WHEREAS, discussions had with SCPDC and the Parish Governments of Assumption, St. James, St. John the Baptist and Terrebonne, as well as the Village of Napoleonville, Town of Lutcher, Town of Gramercy, Town of Golden Meadow and the Town of Lockport, were held in an effort to establish the most cost effective and mutually beneficial manner by which compliance with the provisions of Act 12 could best be accomplished and the health, safety and welfare of the citizens from each jurisdiction protected; and

WHEREAS, subsequent to negotiations and discussions, it was mutually agreed upon that the aforementioned jurisdictions would join together to form the *South Central Regional Construction Code Council* that will function to provide administrative guidance, oversight and building code enforcement activities in order to fulfill the requirements of Act 12; and

WHEREAS, it was further agreed that SCPDC shall serve as the administrative entity responsible for the implementation of the *South Central Regional Construction Code Compliance Program* by providing plan review and inspection services to the participating jurisdictions; and

WHEREAS, the mission of SCPDC is to help its member Parishes and Municipalities to facilitate intergovernmental cooperation for the resolution of governmental planning and development issues; and

WHEREAS, SCPDC has developed in consultation with the respective Parishes and Municipalities a regional plan review and inspection process called the *South Central Regional Construction Code Compliance Program*; and

WHEREAS, it is the desire of the St. Charles Parish Council and the Parish President to join the South Central Regional Construction Code Compliance Program, based on the proposal dated June 3, 2010 and submitted on June 14, 2010; and

WHEREAS, St. Charles Parish and SCPDC believe that by entering into this agreement, it will serve a valuable public purpose and produce a public benefit commensurate with the costs,

NOW THEREFORE, in consideration of the terms and conditions hereinafter set forth to be kept and performed by the parties hereto, it is agreed by and between the parties as follows:

1. South Central Regional Building Code Compliance Program.

A. The South Central Regional Building Code Compliance Program is a program established by SCPDC in order for SCPDC to provide plan review and inspection services in compliance with Act 12. SCPDC shall staff the Compliance Program with a Certified Building Official, plan examiners, building inspectors, and all clerical and accounting personnel necessary to carry out the daily functions of the Compliance Program. All employees of the Compliance Program shall work under the direction of SCPDC and with guidance from the South Central Regional Construction Code Council.

B. St. Charles Parish shall accept permit applications accompanied by all information required by the "Checklist of Documents to be Submitted" as prepared by SCPDC. Upon receipt by SCPDC of all required documents, the certified plan examiner will review the submitted plans and permit application for compliance with Act 12 and other applicable building code laws and ordinances within twenty four hours for Residential Permits and seventy-two hours for Commercial Permits. Should SCPDC require additional information or plan revisions prior to certifying that the plans comply with Act 12, SCPDC shall contact the applicant directly. Upon receipt of plans and applications certified in compliance with Act 12 by the Certified Building Official or other designees of the Certified Building Official, St. Charles Parish may issue the necessary permit.

C. In accordance with established procedures of the Compliance Program, SCPDC is responsible for scheduling required inspections with the applicant during construction. All inspections shall be carried out within one (1) business day of request for inspection with the exception of emergency inspections, which shall be carried out immediately by the on-call inspector. Inspections carried out by SCPDC shall include but shall not be limited to open slab, open wall and roof, finish wall and certificate of occupancy inspections. Inspectors shall report back to a central database with the results of inspections. Copies of the inspection reports shall be sent to St. Charles Parish and to the applicant designated locations. Upon satisfactory final inspection, the Chief Building Official shall notify St. Charles Parish and authorize issuance of the Certificate of Occupancy.

2. South Central Regional Construction Code Council.

St. Charles Parish agrees to actively participate in the South Central Regional Construction Code Council (Code Council). The Code Council membership shall consist of each of the chief elected Parish officials or his/her designated Parish official and the Chief Executive Officer of SCPDC or his designee. Each chief elected Parish Official shall declare his designee in writing to SCPDC. The Code Council shall provide administrative oversight and an appeals forum for the Compliance Program. The Code Council shall meet quarterly or as otherwise established in order to properly conduct business. The Code Council shall adopt Rules and Procedures to implement its administrative oversight and appeals functions.

3. Fees.

A. St. Charles Parish agrees to collect fees from the applicants upon application for permits in accordance with the attached Fee Schedule. St. Charles Parish shall remit said fees to SCPDC. The Code Council shall on a quarterly basis evaluate the revenues and expenditures within the Compliance Program and provide a financial report to St. Charles Parish and other member entities. SCPDC shall at the close of its fiscal year conduct and provide an audit of all financial accounts associated with the Compliance Program to each respective governing authority.

B. St. Charles Parish may grant a permit fee discount to applicants who have contracted with a qualified third party provider for plan reviews and inspections as

required by the Louisiana 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 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. In those instances where a permit fee discount is warranted as stated above, St. Charles Parish shall remit said fees to SCPDC.

C. In the event that the parties to this agreement agree to an extension of the original term of this agreement, the parties reserve the right to renegotiate that portion of the permit fee remitted to SCPDC.

5. Indemnification.

A. Each party to this agreement shall be responsible for its own negligence and any claim, damage, suit loss or expense caused thereby.

B. SCPDC agrees to protect, defend, indemnify, save and hold harmless St. Charles Parish, its officers, elected officials, agents, servants and employees, from and against any and all claims, damages, expenses, and liabilities, arising out of injury or death to any person or damage, loss, or destruction of any property which may occur or in any way arise out of the negligence of SCPDC, its officers, agents, servants, and employees, except those claims, demands, and/or causes of action arising out of the sole negligence of St. Charles Parish, its officers, agents, servants and employees. SCPDC agrees to investigate, handle, and respond to any such lawsuit at its sole expense and agrees to bare all other costs and expenses related thereto, even it such claim is groundless, false or fraudulent.

C. St. Charles Parish agrees to protect, defend, indemnify, save and hold harmless SCPDC its officers, elected officials, agents, servants and employees, from and against any and all claims, damages, expenses, and liabilities, arising out of injury or death to any person or damage, loss, or destruction of any property which may occur or in any way arise out of the negligence of St. Charles Parish, its officers, agents, servants, and employees, except those claims, demands, and/or causes of action arising out of the sole negligence of SCPDC, its officers, agents, servants and employees. St. Charles Parish agrees to investigate, handle, and respond to any such lawsuit at its sole expense and agrees to bare all other costs and expenses related thereto, even it such claim is groundless, false or fraudulent.

6. Insurance.

SCPDC and St. Charles Parish shall procure and maintain, for the duration of this agreement, insurance for directors, officers' liability and insurance against claims for injuries to persons or damage to property, which may arise from or in connection with the parties' obligations as set forth in this agreement. Minimum insurance requirements are found in Addendum 1, which is attached and incorporated herein.

7. Records/Equipment.

St. Charles Parish and SCPDC shall retain records associated with the Compliance Program for a period of not less than five years. All equipment purchased with the grant funds shall remain the property of SCPDC.

8. Term and Termination.

A. St. Charles Parish shall participate in the Compliance Program for a term of one year commencing on August 1, 2010, with the option to continue in the compliance program for successive two year term(s) subject to the same terms and conditions set out in this agreement.

B. St. Charles Parish has the ability to terminate the agreement earlier upon a two-thirds vote in favor of the termination by the members of the Code Council with a supporting resolution from the governing authority of St. Charles Parish.

9. Notice. In the event a claim, action or lawsuit is made against any one of the parties to this agreement, written notice of such claim shall be made to the other party immediately, either electronically or via the United States Postal System, postage prepaid and properly addressed to the individual and address identified on the signature page to this agreement.

10. Waiver. The waiver by any party to this agreement of any breach of any term, condition or covenant herein contained shall not be deemed to be a waiver of such term, condition or covenant, or any subsequent breach of the same or any other term condition or covenant herein contained.

11. Entire Agreement. This Cooperative Endeavor Agreement reflects the entire agreement of the parties hereto and shall not be altered, changed or modified in any respect, except in writing, signed by both parties.

12. Governing Law. This Cooperative Endeavor Agreement shall be construed under the laws of the State of Louisiana.

13. Section Headings. The section headings herein are inserted only as a matter of convenience and for reference, and in no way define, limit or describe the scope of this Lease nor the intent of any provisions hereof.

14. Covenants Binding. The terms, covenants, agreements and conditions contained in this Cooperative Endeavor Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and proper assigns.

15. In Progress Permits. SCPDC agrees to handle all in progress permits effective August 1, 2010. Verification of work to date will be by copy of all inspection reports prepared through July 31, 2010. Remaining inspections and Certificate of Compliance will be provided by SCPDC at no cost.

**NOW THEREFORE, BE IT RESOLVED**, that St. Charles Parish, as evidenced by Ordinance No. 10-7-7 of the St. Charles Parish Council adopted on July 12<sup>th</sup>, 2010, agrees to the terms and conditions of this Cooperative Endeavor Agreement with SCPDC, for the purpose of implementing and administering the Code Compliance Program on behalf of St. Charles Parish and the region on this 10<sup>th</sup> day of July, 2010.

WHITNESSES:

Barbara Jacob Tucker

Valerie Beatchlot

ST. CHARLES PARISH

V. J. St. Pierre, Jr.

V. J. St. Pierre, Jr.  
Parish President

SOUTH CENTRAL PLANNING &  
DEVELOPMENT COMMISSION

Emmale Ruzer  
Charlene Nallis

Kevin Belanger  
Kevin Belanger  
Chief Executive Officer

## Fee Schedule

Permit Type	Total Fee	# of Inspections Included	Additional Inspection Fees
<b>New Residential</b>	\$0.36/ SF	25	\$60
<b>New Residential Accessory</b>	\$0.18/SF \$60 min.	25	\$60
<b>Res. Renovation&lt;\$2500</b>	\$20.00	1	\$60
<b>Res. Renovation&lt;\$10000</b>	\$80.00	2	\$60
<b>Res. Renovation&gt;\$10000</b>	\$160.00	2	\$60
<b>New Commercial</b>	\$2.40/\$1000 \$200 min.	25	\$60
<b>New Institutional</b>	\$2.40/\$1000 \$200 min.	25	\$60
<b>Commercial Renovations</b>	\$2.40/\$1000 \$200 min.	25	\$60
<b>Institutional Renovations</b>	\$2.40/\$1000 \$200 min.	25	\$60
<b>Commercial Storage</b>	\$2.40/\$1000 \$200 min.	25	\$60
<b>Commercial Parking</b>	\$0.80/500SF	2	\$60
<b>Trade Permits (Electrical, Mechanical, Plumbing, Gas)</b>	\$100.00	2	\$60
<b>Mobile Homes</b>	\$120.00	2	\$60
<b>Change Of Occupancy</b>	\$80.00	2	\$60
<b>Sign Permits</b>	\$80.00	2	\$60
<b>Fireworks Stands, etc.</b>	\$80.00	2	\$60
<b>Annual Maintenance Permit</b>	\$160.00	N/A	N/A
<b>In Ground Swimming Pools</b>	\$160.00	2	\$60