

# Subdivision/Development Regulations

## Consolidated Waterworks District No. 1 Terrebonne Parish, Louisiana

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SECTION I

PURPOSE AND OBJECTIVE

- A. The service area of Consolidated Waterworks District No. 1, Terrebonne Parish, Louisiana, (hereinafter referred to as “DISTRICT”) is experiencing an extremely rapid rate of subdivision and commercial growth and development.
  
- B. The purpose and objective of this regulation is to set forth the procedure and minimum standards that will be employed by all subdivision and commercial developers within the service area of the DISTRICT to provide an orderly and adequate water supply for the present and future growth and development of Terrebonne Parish, Louisiana.
  
- C. The DISTRICT as well as its predecessor Boards, Commissioners and public utility systems, has established an extensive water distribution system. It is the express purpose and objective of the DISTRICT that the interest of its customers and the general public is best served by requiring developers of real estate and other subdividers to provide adequate water distribution lines at private expense to newly developed or subdivided areas.

SECTION II

AUTHORITY

- A. In accordance with the provisions of Title 33, Section 3818, et seq., and LSA R.S. 38:7712 of the Louisiana Revised Statutes of 1950, and in order to promote the health, safety, convenience and general welfare of the inhabitants of the community, and to assist in bringing about the coordinated, efficient and economical development of the area, the following regulations and minimum standards are hereby adopted.

SECTION III

DEFINITIONS

- A. For the purpose of these subdivision regulations, the following definitions shall apply:
1. Commercial Development: A large tract of land used for retail trade, professional offices, hospitals or medical facilities, mobile home parks, R.V. homes, etc.
  2. Commercial Subdivisions: The division of land for the purpose of transfer of title and intended for commercial use.
  3. Conditional Approval: The approval granted by the DISTRICT for the purpose of allowing construction to proceed on proposed water distribution facilities within a commercial subdivision, a subdivision, or a commercial development.
  4. Conditional Drawings: The construction drawings in conformity with the DISTRICT'S standard details proposed by the Engineer and submitted to the DISTRICT for consideration of conditional approval.
  5. Consolidated Waterworks District No. 1: The political subdivision created by a resolution of the Terrebonne Parish Consolidated Government adopted on March 23, 1994 and governed by its Board of Commissioners, and commencing operations on July 1, 1994 and hereinafter referred to as "DISTRICT".
  6. Contractor: Any person, group or corporation acting as a unit or an agent thereof, licensed as required by the State of Louisiana, engaging in the construction of a water distribution facilities to be connected to the public water supply of the DISTRICT.

7. Cul-de-sac: A short, minor street, open on one end, with a circular or tee vehicular turn around on the other.
  
8. Developer: Any person, group, or corporation acting as a unit, or any agent thereof, improving a tract of land for the purpose of Commercial Development as defined in these regulations.
  
9. Project Engineer: An Engineer, registered in the State of Louisiana, retained by the sub-divider/developer to design and administer, the construction of water distribution facilities in a subdivision/commercial development in accordance with conditionally approved drawings.
  
10. Servitude: A strip of land reserved for utilities, drainage and other public purposes, the title to which shall remain with the property owner, subject to the right of use designated in the reservation of the servitude.
  
11. Exclusive Servitude: A servitude that no other business, corporation, utility, or other person shall be authorized to locate or install any form of utility line or other device within the servitude area, with the exception of utility lines which cross or traverse the said servitude at an acute angle of forty-five degrees or greater.
  
12. Street: A servitude or right-of-way dedicated to public use and accepted for maintenance by the Terrebonne Parish Consolidated Government, which provides vehicular and pedestrian access to the adjacent properties.
  
13. Subdivider: Any person, group or corporation acting as a unit, or any agent thereof, dividing or proposing to divide land so as to constitute a subdivision as defined in these regulations.

14. Subdivision: The division of land for the purpose of transfer of title. The following shall not be considered subdivision, within the meaning of these regulations, if no new streets are created:
  - a) Divisions of land found by the Parish Planning Director to be for agricultural purposes where all resulting parcels are five acres or larger in size;
  - b) Divisions of property upon court order;
  - c) Consolidation of existing lots or portions of existing lots in approved subdivisions by deed or other recorded instrument.
  
15. Subdivision Plat: A plat drawn by a Land Surveyor registered in the State of Louisiana showing the proposed subdivision of property with street, block and lot alignment and other adjacent land owned by the subdivider/developer, or under option to him. This plat shall include a title, description and location of the property with respect to Section, Township and Range.
  
16. Transmission Main: Watermains 16" and larger, or as designated by the DISTRICT.

SECTION IV

PROCEDURE

A. GENERAL:

1. The subdivider/developer is responsible for providing water service for his/her subdivision/commercial development designed by a Project Engineer and constructed by a Contractor.
2. The subdivider/developer is also responsible for obtaining any required approvals from the Water District's Board of Commissioners before proceeding with the development as applicable.
3. The Staff must be in receipt of all information and documents necessary to justify Conditional Approval of plans as required by regulations and the DISTRICT's practices no later than 4:30 P.M. six (6) working days preceding the next regular Board meeting in order to be placed on the agenda for the Board's consideration. This is usually the second (2<sup>nd</sup>) Friday prior to the next regular Board meeting.
4. The Staff must be in receipt of all information and documents necessary to justify Final Acceptance as required by these regulations and the DISTRICT's practices no later than 4:30 P.M. eleven (11) working days preceding the day of the next regular Board meeting in order to be placed on the agenda for the Board's consideration. This is usually the third (3<sup>rd</sup>) Friday prior to the next regular Board meeting. All inspections required by these regulations and the DISTRICT's practices shall have taken place and been successfully completed no later than 4:30 P.M. seven (7) working days preceding the next regular Board meeting in order to be placed on the agenda for that meeting. This is usually the second (2<sup>nd</sup>) Thursday prior to the next



regular Board meeting. It is incumbent upon the developer to make all necessary arrangements to satisfy these timeline requirements.

B. PRIVATE CONSTRUCTION:

The following procedure shall be followed for subdivision/commercial development construction:

1. The subdivider/developer shall request a letter of water service availability from the DISTRICT no later than ten working days prior the Planning Commission meeting. The Engineer Manager of the DISTRICT shall provide an appropriate letter for Planning Commission purposes. Domestic water service shall not be available on a DISTRICT's pressure concrete transmission main. Subject to specific approval of the DISTRICT, domestic water service may be available from transmission mains of other material.
2. Submission of Plats and Drawings:
  - a. The subdivider/developer, or his/her legally authorized representative, shall appear at a meeting of the Board of Commissioners of the DISTRICT and shall submit the following in accordance with Section IV A:
    - 1) For subdivisions, a letter granting Preliminary Approval for the subdivision layout from the Planning Commission.
    - 2) For subdivisions or commercial developments, two copies of the subdivision plats or conditional drawings showing the proposed waterline construction, including valves, fittings and fire hydrants; bacteriological sampling stations; depth of waterlines; the cross section at any ditch or waterway crossing, and any other special water distribution facilities as

may be required. Special Waterworks facilities that may be required shall be indicated on Consolidated Waterworks District No. 1 Standard Plan Details and shall be used in the Engineers design and incorporated as part of the conditional plan. Deviations to the standard plans of details must be shown on the plans submitted for subdivisions and/or commercial developments. This drawing shall be prepared and sealed by the Project Engineer.

- 3) It is required that plans be submitted to the fire chief of the representative fire district for approval of the location, size and style of fire hydrants. A copy of the transmittal letter shall be furnished to the DISTRICT.
  
- 4) If a fire sprinkler system is included in a commercial or residential development, provide a copy of the letter of approval of the sprinkler system design from the State Fire Marshal and a letter from the Project Engineer indicating that the distribution system complies with the approved sprinkler system's requirements. Should the distribution system not be able to deliver the required flow and/or residual pressure, the DISTRICT reserves the right to deny service to the sprinkler system. The sprinkler system begins at the cut-off valve adjacent to the distribution system. The DISTRICT does not maintain the sprinkler system past this valve.

3. Review of Plans:

- a. The DISTRICT's Engineer shall review the proposed drawings for conditional approval and recommend appropriate changes to the Board, if necessary, to make the drawings consistent with the objectives of these regulations.

- b. After Conditional Approval of the DISTRICT, the approved drawing shall be submitted for approval to:

Louisiana Department of Health and Hospitals  
Office of Public Health  
Regional Office - Region III  
1434 Tiger Drive  
Thibodaux, LA 70301

4. Conditional Approval of Drawings:

- a. After the necessary changes have been made to the satisfaction of the DISTRICT, the DISTRICT will grant conditional approval of the said drawings and issue a letter to the Planning Commission as to the adequacy of the servitudes and waterline design. All construction shall be performed in accordance with the DISTRICT's standard specifications and the conditional approved drawings.
- b. If construction is not commenced within twelve (12) months of the date of conditional approval, or if at any time the conditionally approved subdivision or commercial development layout is changed after conditional approval, this approval is automatically null and void, and the subdivider/developer must obtain re-approval, based upon current requirements, by the DISTRICT before construction can be undertaken.
- c. Any approval given by the Board shall be contingent upon the approval of the La. Department of Health and Hospitals. All copies of applicable correspondence, including attachments, from the La. Department of Health and Hospitals shall be submitted to the DISTRICT.

5. Construction:

- a. The subdivider/developer may engage the services of a properly licensed Contractor and proceed with construction so long as it conforms to the conditionally approved drawings and the DISTRICT'S specifications.
  
- b. The Contractor shall:
  - 1) Provide the DISTRICT written notification stating his start date, prior to the commencement of construction.
  
  - 2) Provide 48-hour notice to the DISTRICT prior to making cut-ins or tie-ins so that the water may be turned off if necessary.
  
  - 3) Provide advanced notice to the affected customers that the water will be temporarily out of service for a specified period of time.
  
  - 4) Coordinate flushing and test with DISTRICT personnel.

6. Project Representation:

- a. During construction, the Project Engineer shall provide adequate Project Representation during normal working hours of the Contractor, at no expense to the DISTRICT, to report conformity to the conditionally approved drawings and specifications and to protect the interest of the DISTRICT.

7. Completion of Construction:

- a. Upon the completion of construction of said waterlines, the lines shall be subjected to a pressure test of 125 psi for four (4) hours in accordance with the

specifications. The successful test shall be observed by a representative of the DISTRICT and/or the Project Representative. All equipment shall be furnished by the Contractor.

- b. After pressure testing, the Contractor shall flush, disinfect and obtain samples in accordance with the latest AWWA specifications and the District's current "Requirement for Micro Sampling". Samples shall be taken 48 hours after flushing is completed. Test results shall be valid for a period not to exceed 45 calendar days. If final acceptance of the water distribution facilities by the DISTRICT is not completed within the said 45 day period, the DISTRICT may require additional sanitation tests. If necessary, disinfection shall be repeated until satisfactory sanitation tests are obtained. The DISTRICT reserves the right to require that the samples taken shall pass any and all health and sanitary tests required by the DISTRICT.

8. Final Acceptance:

- a. Successful pressure test and valid sanitary test results does not imply final acceptance by the DISTRICT.
- b. A final inspection of the Subdivision/Development must be conducted after all of the above tests have been successfully completed. Subdivider/Developer/Engineer shall provide a hard copy of record drawings indicating three point ties to all main line valves. The Project Engineer or his/her representative must make arrangements with the DISTRICT's personnel for this final inspection.

- c. Final Inspection consists of the following checks:
- 1) Hydrants painted according with the DISTRICT's specifications (Top Rustoleum #659, Bonnet Rustoleum #1210 or equal).
  - 2) Check location and depth of lines for conformity with conditionally approved drawings.
  - 3) All valve boxes and tracer wire housing units adjusted to approved grade, plumbed and a cement pad installed. Cemented pads shall be 4" thick - 18" x 18" square, or 18" round.
  - 4) All valves shall be checked for opened position.
  - 5) All valves must be located and accurate measurements verified for the record drawings.
  - 6) All testing, sampling points and bleeder pipes must be removed and properly backfilled.
  - 7) Proper compaction of backfill and dress-up of landscape.
  - 8) Engineer to provide record drawings showing Contractor Recorded location, depth of lines and valves.
- d. Upon completion of the final inspection of the subdivision to the satisfaction of the DISTRICT's Engineer Manager, the following will be submitted by the subdivider/developer to the Engineering Manager for review prior to placement on the agenda for the DISTRICT's approval. The Project Engineer or his/her representatives will be required to make a presentation to the Board in order to be granted final approval.

- 1) A letter addressed to the DISTRICT from the Project Engineer, stating that to the best of his/her knowledge all the work has been substantially completed in accordance with the conditionally approved drawings and specifications.
- 2) A hard copy and a digital copy of the record drawings (AutoCadd Dwg. or DXF format).
- 3) A copy of the letter of approval from the La. Department of Health and Hospitals indicating that the water facilities comply with the State Sanitary Code.
- 4) Satisfactory and valid sanitary test report from the DISTRICT'S laboratory analysis.
- 5) Clear lien certificate or an Affidavit Concerning Payment showing proof of payment of all labor and material or a letter from the Contractor and/or material and labor suppliers to the effect that arrangements have been made with the subdivider/developer for later payment of all costs and that the DISTRICT and the waterlines constructed shall be held free from any and all liens or other encumbrances.
- 6) Executed servitude document.
- 7) Executed agreements of title transfer documents.
- 8) Any and all documents including, but not necessarily limited to, letters of no objection, permits required by applicable regulatory agencies.

- e. After all provisions of this Ordinance have been complied with, the title of the completed waterlines will be transferred to the DISTRICT, and the DISTRICT shall assume full responsibility for the maintenance and operation of the said waterlines. The form of Agreement of Title Transfer, the Affidavit Concerning Payment, the Project Engineer's Letter and the Servitude Grant are included in Appendix "A".

C. NON-COMPLIANCE WITH PROCEDURES:

In the event it is discovered or determined that a subdivision or commercial development which has been accepted by the DISTRICT was approved under the mistaken belief that these regulations have been fully complied with by the subdivider/developer, or that the subdivider/developer has negligently or intentionally failed to comply with these regulations, the DISTRICT reserves the right to compel specific performance and compliance with these regulations. In this event, the DISTRICT will not allow the installation of any new services and may discontinue service to the subdivision/development.

D. MASTER DRAWINGS:

1. Developers shall be requested to provide master drawings for the overall scope of their property sought to be developed. Developers shall be requested to notify the DISTRICT if developer owns, or has the option to purchase land in the immediate vicinity of the area currently being proposed for development. The DISTRICT shall have the right to require of a developer a master plan to set forth the entirety of developer's planned development before the DISTRICT is obligated to accept any portion of the property owned by developer for incorporation into DISTRICT'S distribution system until a master plan is submitted by the developer.



2. In the event of changes in the master plan submitted by the developer, whether or not such changes are made known to the DISTRICT through action of the developer or independent discovery by the DISTRICT, and such changes reasonably would have caused the DISTRICT to alter its requirements for the nature of the waterline installation to be provided by developer or any other matter in satisfaction of this policy, DISTRICT reserves the right to compel specific performance with the requirements of this policy, and require the developer to comply with the terms of this policy.

E. DEVELOPER'S WARRANTY:

The developer shall be deemed to have warranted that it has fully complied with the terms of this policy and that it has truthfully reported its overall master development drawings in order to induce the DISTRICT to accept the water distribution system constructed in accordance with these regulations into the DISTRICT'S system for service, distribution and maintenance.

F. DISTRICT'S RESERVATION OF RIGHTS:

Nothing in these regulations shall require the DISTRICT to deviate from its standard practices and responsibilities in maintaining its distribution system. The DISTRICT reserves the right to take any reasonable step to protect the health of its customers, the uniformity of its distribution system, and any standards and practices customarily used by the DISTRICT in connection with this distribution system. The DISTRICT further reserves the right to reasonably interpret these regulations to achieve these objectives.

SECTION V

WATERLINE LOCATION  
(New Subdivisions/Developments)

A. LOCATION OF WATERLINES (GENERAL):

1. All streets within either a residential or commercial subdivision shall be provided with a waterline on one side of a street, as provided below, unless otherwise provided in this regulation.
2. When possible, on all street servitudes running generally east and west, the waterline shall be constructed on the north side of the street servitude.
3. When possible, on all street servitudes running generally north and south, the waterlines shall be constructed on the east side of the street.
4. Waterlines shall be constructed within an exclusive servitude adjacent to the street servitude or right-of-way as shown in the illustrations in Appendix "C".
5. The waterline servitudes along each street shall be shown and properly designated on the subdivision plat prior to being recorded. The subdivider shall be responsible for obtaining and furnishing the required servitude before water service is made available to the subdivision. Servitude forms may be obtained from the DISTRICT.
6. Waterlines constructed in a servitude adjacent to a cul-de-sac or a tee turn around shall make a complete loop, tying back into the supply line with an appropriate tee and valve.

7. If cross streets are not provided to adjacent subdivisions or within the same subdivision, at intervals less than 1,500 feet, a water servitude of at least 10 feet in width, shall be provided between lots to facilitate the looping of the distribution system.

B. LOCATION OF WATERLINES (COMMERCIAL SUBDIVISIONS):

1. Waterline shall be constructed on both sides of the major streets with a servitude or right-of-way width of 80' or more, unless a waiver is granted by the DISTRICT at the time of conditional drawing approval.
2. These waterlines shall be constructed within a servitude adjacent to each side of the street servitude or right-of-way.

C. LOCATION OF WATERLINES (COMMERCIAL DEVELOPMENT):

1. Commercial developments that require waterlines for fire protection or local service within the immediate vicinity of the buildings and away from a street servitude, shall be constructed at locations approved by the DISTRICT and within a servitude dedicated to the DISTRICT.
2. Fire sprinkler system service pipe shall be served through a valve off of the DISTRICT's main. The sprinkler system pipe shall remain the property of the developer and shall have a proper backflow preventer.

SECTION VI

MINIMUM LINE SIZES  
AND  
FIRE HYDRANT PLACEMENT

A. REQUIREMENTS OF THE DISTRICT:

1. Residential Subdivisions:

- a. The minimum size line constructed adjacent to a street servitude shall be eight inches (8”), with six inch (6”) fire hydrants situated not to exceed five hundred feet (500’) on centers nor more than two hundred-fifty feet (250’) from a lot line. However, at the discretion of the Board of Commissioners and upon the recommendation of the Staff Engineer and Consulting Engineer, six inch (6”) lines may be used only where they complete a good grid of eight inch (8”) or larger lines, with a limited length not to exceed six hundred feet (600’) and four inch (4”) P.E. lines may be looped around cul-de-sacs and tee turn arounds, provided they are fed by an eight inch (8”) line and adequate fire hydrant protection is provided to the turn-around.
- b. Developers may request the use of four inch (4”) lines on dead end lines which cannot be extended, provided that adequate fire hydrant protection is provided in accordance with the standards contained in Section VI A1 a. above and the American Insurance Association Engineering and Safety Service Special Interest Bulletin No. 258 Revised September 1975 (Appendix “B”).

- c. Under no circumstances whatsoever may a developer extend an eight inch (8") or larger diameter line called for in these regulations by tying into a four inch (4") or smaller line which was accepted into the DISTRICT'S system after January 1, 1999.
- d. Provide an adequate flushing apparatus, as designated by the DISTRICT, at all dead ends.
- e. Provide a bacteriological testing station at all dead ends and at intervals not to exceed 1,000 feet. The ENGINEER shall indicate the planned location of all bacteriological sample points and a procedural plan for collecting samples on all plans submitted to the DISTRICT for approval.
- f. The DISTRICT reserves the right to require a developer to install the first fifteen hundred feet (1,500') of 12" lines in residential developments where, in the opinion of the DISTRICT'S staff, such a section of twelve inch (12") line is necessary in order to provide adequate water pressure in the location of the development consistent with other locations in the Parish. The term adequate water pressure shall further, for purposes of this section, be considered such water pressure as shall reasonably meet the requirements of local fire service districts for adequate fire protection in the vicinity of the proposed development. Should a street designated to receive a 12" line be longer than 1,500', the DISTRICT shall pay the difference in construction cost between a 12" line and an 8" line on the additional footage. For purposes of this section, the DISTRICT shall consider each phase, addendum, or stage of a development as a phase, addendum, or stage of a development obligating the developer to install up to 1,500' of 12" line for each phase, addendum, or stage of a development submitted for conditional or final approval by the DISTRICT. Any alteration of the Master Plan submitted by the developer which would modify the overall development in such a fashion as to prevent implementation

or utilization of this Section by the DISTRICT shall be deemed just cause for the DISTRICT'S refusal to accept any further portions of the overall development into its system and to provide water service unless the developer can provide full compliance with this Section and from and including the first phase of the development constructed.

2. Commercial Subdivisions:

- a. The minimum size line constructed adjacent to the street servitude in commercial subdivisions shall be either eight inches (8") or twelve inches (12") as the DISTRICT may direct, with six inch (6") fire hydrants situated not to exceed three hundred feet (300') on centers.

3. Commercial Developments:

- a. The minimum size line in a Commercial Development shall be either eight inches (8") or twelve inches (12") as the DISTRICT may direct, with six inch (6") fire hydrants situated not to exceed three hundred feet (300') on centers. When buildings are to be protected, the fire hydrants shall be placed a minimum of fifty feet (50') from the building. A variation from the fire hydrant location may be granted by the DISTRICT, if a particularly crowded condition exists. Fire hydrants located in a parking lot shall be provided with protection against damage from collision.

B. SPRINKLER SYSTEMS:

1. Buildings provided with a sprinkler system shall be considered on an individual basis. The Project Engineer shall submit the fire water flow and pressure requirements of the fire sprinkler system, approved by the State Fire Marshal office, to the DISTRICT prior to preparing the drawings for the Commercial Development. The DISTRICT

- may require the developer to install a separate ground storage tank and fire pumps to meet the fire water flow and pressure requirements of the fire sprinkler system and the safe operating conditions of a potable water system.
2. The DISTRICT shall not be responsible for the design, operation or maintenance of sprinkler systems, and any developer submitting drawings for a sprinkler system shall be required to execute an agreement holding the DISTRICT harmless from the design, operation or maintenance of such a sprinkler system.
  3. The DISTRICT reserves the right to implement metering of sprinkler systems in the event a system is designed to provide domestic water supply off of the sprinkler system supply line.

SECTION VII

VARIANCES

- A. No variance from the provisions of these Subdivision Regulations in general and the minimum size main provisions of Section VI will be authorized unless specifically granted in accordance with this section.
- B. New water service shall not be provided to any customer who does not have a building permit properly issued by the Terrebonne Parish Consolidated Government for the property to be served, unless the customer provides an appropriate waiver of the building permit by the Terrebonne Parish Consolidated Government.
- C. The holder of a building permit shall not be entitled to water service due to the issuance of the building permit alone. The availability of water service depends exclusively upon the presence of an existing water main in the immediate vicinity and compliance with the provisions of these regulations.
- D. In the event an applicant for water service has been issued a building permit, but water service is not available to the service location due to the absence of a distribution line provided in the manner called for under these regulations, a variance to the terms of these regulations may be granted, but only if all of the following conditions are met:
1. The application is for:
    - a. Single family residential service, or;
    - b. Service to a facility owned by the Terrebonne Parish Consolidated Government or a political subdivision of the State of Louisiana, or;



- c. Small business usage. For purposes of this section, a small business shall be defined as a business or commercial activity operating at only the location for which water service is sought, and one, which employs less than seven employees on a full-time basis.
  
2. Applicant must show that compliance with the provision of these regulations other than Section VII would cause an undue financial hardship.
  
3. The DISTRICT's engineering department will verify that the proposed service location is sufficiently close enough to an existing water main so as to insure acceptable water pressure and to prevent the existence of such a service from adversely affecting the overall integrity of the water distribution system, particularly the areas immediately serviced by the distribution line from which service would be obtained.
  
4. Applicant must acknowledge, in writing, that if a variance is granted, the following terms and conditions will be met:
  - a. The meter box and meter must be located within the first five feet (5') of private property or adjacent to the existing water main in accordance with the DISTRICT's policies and practices.
  
  - b. Any servitude necessary for the placement of a service line between the meter box and the service location must be obtained by applicant.
  
  - c. Applicant is responsible for any leakage occurring to his service line, whether occasioned through wear and tear, damage by any person or instrumentality or from any cause whatsoever, the responsibility of the DISTRICT for leakage stopping at the discharge side of the meter.

- d. Applicant is aware that the DISTRICT is not responsible in any respect for fire protection and is under no obligation to applicant to provide sufficient flow or pressure for fire protection or for providing fire hydrants or any other form of fire protection.
  - e. Any variance granted by the DISTRICT may be revoked and the customer formerly holding the variance may be required to fully comply with the other provisions of these regulations. If the DISTRICT determines that areas adjacent to the service area are in need of water service and that it is therefore necessary to construct larger diameter distribution lines in the area of the service location formerly served by the variance, the recipient of the variance shall be obligated to provide the DISTRICT an appropriate servitude.
5. All applications for a variance must be made at a meeting of the Board of Commissioners of Consolidated Waterworks District No. 1, Terrebonne Parish attended by the applicant or his duly authorized representative.
6. All applications for a variance shall be made on a case-by-case basis, and the Board of Commissioners shall make its decision based upon not only the need of the applicant, but also the objectives of these regulations as set forth in Section II A above.
7. As part of its authority to grant variances, Consolidated Waterworks District No. 1, Terrebonne Parish reserves the following rights in connection with variance applications:
- a. Discovery of false or misleading information which results in the issuance of a variance pursuant to this section shall authorize the Board of Commissioners of Consolidated Waterworks District No. 1 to notify the variance recipient of such

discovery and to give the variance recipient the right to show cause why the variance should not be revoked. Upon reaching a determination that the variance would not have been granted without the interjection of false or misleading information, any variance granted under such circumstances shall be revoked.

- b. Discovery of changed circumstances since the grant of a variance shall authorize the Board of Commissioners to inquire as to whether or not a variance should be cancelled. Upon such discovery, the Board shall notify the variance recipient of such inquiry and of the recipient's right to be heard at a meeting inquiring into the variance. Upon reaching a determination that circumstances no longer justify continued entitlement, the variance previously granted may be revoked by the Board of Commissioners.
- c. Variances may be granted for a limited time period if the Board of Commissioners, in its discretion, determines that such a limitation would be appropriate.
- d. Upon termination of entitlement to a variance, service to a location serviced pursuant to a variance shall be terminated fifteen days after issuance of notice to the effect that the variance previously granted has been terminated and the reasons therefore.
- e. All notices required under this section shall be addressed to service location for which the variance was issued as shown on the DISTRICT's records.

- f. This variance policy is designed to benefit and assist potential customers of the DISTRICT by allowing water service to customers who would face an undue hardship in obtaining water service by complying with the other provisions of these regulations, particularly the minimum waterline size requirements set forth in Section VI. It is not intended as a substitute for or means of circumventing these regulations by landowners who seek to avoid the necessity of complying with these regulations.
  
- g. Terrebonne Parish Consolidated Waterworks District No. 1 further reserves the right to take any reasonable steps to maintain the overall integrity of its policy designed to benefit its customers.

SECTION VIII

GENERAL PROVISIONS

- A. In the event any one or more provision of these Regulations for any reason is held to be illegal or invalid, such illegality or invalidity shall not effect any other provision hereof, but these Regulations shall be construed and enforced as if such illegal or invalid provision had not been contained herein. Any constitutional or statutory provisions enacted after the date of approval of these Regulations, which validate or make legal any provision hereof shall be deemed to apply hereto.
- B. Publication of Notice of the proposed adoption of these Regulations was published in the Houma Courier on April 10, 2000, notifying the public of the introduction of these regulations for consideration at a meeting of the Board of Commissioners of Terrebonne Parish Consolidated Waterworks District No. 1 held on April 17, 2000, in accordance with the authority granted the Board of said body pursuant to LSA R.S. 33:3818, et seq. and LSA R.S. 33:7712 and duly published in accordance with LSA R.S. 33:1368 and 1369 at least one week before final adoption of said regulations.
- C. In accepting ownership of portions of a water distribution system constructed by subdividers or developers in accordance with these regulations, the DISTRICT does not assume or undertake liability for defective design, construction or materials forming the components of said systems and all claims assertable by the DISTRICT arising from these circumstances are fully reserved.
- D. The DISTRICT fully reserves any and all claims against developers or subdividers who have not complied with these regulations to seek specific performance and compliance with same.

- E. Terrebonne Parish Consolidated Waterworks District No. 1 does not provide fire protection. Its role in connection with fire protection is to require developers or subdividers to include construction of fire hydrants at appropriate distances for the use of the respective fire districts of Terrebonne Parish entrusted with the obligations to provide fire protection.

## **APPENDIX “A”**

**Form of Title Transfer,  
Affidavit Concerning Payment,  
Project Engineer’s Letter  
and Servitude Grant**

**Instructions For Completing RIGHT-OF-WAY GRANT and ACCEPTANCE FORMS for CONSOLIDATED WATERWORKS DISTRICT NUMBER 1, TERREBONNE PARISH**

**DO NOT CHANGE THE WORDING OF THESE DOCUMENTS!** If a change is necessary use red or blue ink, draw one line through the portion of the requested change and hand write the change. Do not write inside of the margins. Wording that change the meaning of any document is not acceptable. If you have any questions please contact Consolidated Waterworks District Number 1's Engineering Department at (985) 879-2495.

**RIGHT-OF-WAY GRANT and ACCEPTANCE FORMS – Signing Instructions**

(Required for recordation in Terrebonne Parish) – The first page must have a margin of two (2) inches at the top and one (1) inch at the bottom and sides. The type on each document shall not be less than eight (8) point.

OWNER/GRANTOR:	SIGNS ON LINE (1)
FIRST WITNESS:	SIGNS ON LINE (2) AND LINE (3) <b><u>LINE (3) MUST BE SIGNED BEFORE NOTARY</u></b>
SECOND WITNESS:	SIGNS ON LINE (4)

**UPON COMPLETION**

RETURN TO:

Consolidated Waterworks District Number 1  
P. O. Box 630  
Houma, LA 70361



**FORM OF AGREEMENT OF TITLE TRANSFER**

**STATE OF LOUISIANA  
PARISH OF TERREBONNE**

KNOWN ALL MEN BY THESE PRESENTS, THAT:

(1) \_\_\_\_\_

hereinafter referred to as GRANTOR, does hereby grant, cede, transfer, abandon and deliver to and unto, CONSOLIDATED WATERWORKS DISTRICT NUMBER 1 OF THE PARISH OF TERREBONNE, STATE OF LOUISIANA, a political subdivision and public corporation duly organized and existing under and by virtue of the laws of the State of Louisiana, hereinafter referred to as GRANTEE, herein represented by its duly authorized President, herein accepting delivery of that certain water pipeline system situated in the Parish of Terrebonne, Louisiana, and more particularly described as follows, to-wit:

GRANTOR further guarantees to GRANTEE that the said pipeline system shall be free from defects and workmanship and material for a period of one (1) year from the date hereof.

GRANTOR further warrants that all facilities constructed are fully in compliance with the subdivision regulations of Terrebonne Parish Consolidated Waterworks District No. 1 and hereby grants specific performance to Terrebonne Parish Consolidated Waterworks District No. 1 to compel compliance in the event of non-apparent or undiscovered deficiencies existing at the time of this agreement.

GRANTOR further warrants that it has truthfully reported its overall Master Development Plans for the area upon which these improvements are located in order to induce the DISTRICT to accept the facilities herein transferred into its water distribution system for services distribution and maintenance.

As consideration of this transfer, the GRANTEE does hereby bind and obligate itself to incorporate said water pipeline system into its own waterworks system and to serve GRANTEE'S customers from said system. It is understood and agreed that the complete ownership and control of the above described water pipeline system shall be the GRANTEE'S and any maintenance or repairs to said water pipeline system shall be at the expense of GRANTEE.

THUS DONE AND SIGNED, in the presence of the undersigned competent witness at Houma, Louisiana, effective \_\_\_\_\_.

WITNESS:

(2) \_\_\_\_\_

(1) \_\_\_\_\_

GRANTOR

(4) \_\_\_\_\_

CONSOLIDATED WATERWORKS DISTRICT NO. 1  
TERREBONNE PARISH, LOUISIANA

\_\_\_\_\_  
\_\_\_\_\_

GRANTEE (PRESIDENT)

**STATE OF LOUISIANA  
PARISH OF TERREBONNE**

BEFORE ME, the undersigned authority, on this day personally came and appeared:  
(2)\_\_\_\_\_ who, being first duly sworn, did depose and say: That he/she  
was a witness to the signature of (1)\_\_\_\_\_ the GRANTOR in the  
above and foregoing instrument, that said GRANTOR did sign same of his/her own free will and accord in his/her presence and  
in the presence of the other subscribing witness

(2)\_\_\_\_\_

Sworn to and subscribed before me  
this \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
NOTARY PUBLIC

**FORM OF AFFIDAVIT CONCERNING PAYMENT**

STATE OF LOUISIANA  
PARISH OF TERREBONNE

BEFORE ME the undersigned authority, on this day personally came and appeared:

(1)\_\_\_\_\_ who, being first duly sworn, did depose and say:

That he/she is the Owner and developer of \_\_\_\_\_

Subdivision; that all materials and all labor consumed in laying a waterline on

\_\_\_\_\_ Street in said subdivision have been paid in full.

(1)\_\_\_\_\_

Sworn to and subscribed before me

this \_\_\_\_\_ day

of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

**FORM OF PROJECT ENGINEER'S LETTER**

Board of Commissioners  
Consolidated Waterworks District No. 1  
P.O. Box 630  
Houma, LA 70361

Re: \_\_\_\_\_ Subdivision/Development

Gentlemen:

The waterworks improvements in the referenced subdivision were constructed by \_\_\_\_\_, a contractor appropriately licensed in the State of Louisiana. Adequate Project Representation was provided by my staff to protect the interest of the DISTRICT, and I hereby certify that to the best of my knowledge and belief, these facilities were constructed in accordance with the approved plans and the DISTRICT'S regulations and technical specifications, without modification.

Very truly yours,

**SERVITUDE GRANT**

STATE OF LOUISIANA  
PARISH OF TERREBONNE  
KNOWN ALL MEN BY THESE PRESENTS:

That \_\_\_\_\_, a resident of the Parish of Terrebonne, State of Louisiana, of full age of majority, hereinafter referred to as "GRANTOR", does by these presents grant, unto CONSOLIDATED WATERWORKS DISTRICT NO. 1 OF THE PARISH OF TERREBONNE, STATE OF LOUISIANA, a public corporation and political sub-division created, organized and existing under the laws of the State of Louisiana, herein represented by its duly authorized and empowered President, hereinafter referred to as "GRANTEE", a servitude to construct, lay, maintain and operate a water line across the following described property, to-wit:

It is understood that this is merely the grant of a servitude and will in no way affect the minerals underlying the said property.

The GRANTEE agrees and stipulates that it will lay said water lines to a proper depth, will refill all ditches dug therefore and will repair all damages to said property resulting from said water lines. The GRANTOR agrees and stipulates that the GRANTEE will have free access of egress and ingress for the purposes herein stipulated, that no structures will be erected interfering with the grant hereby made; and that the grant herein provided for will be perpetual or for so long as the same is used for the purposes herein stipulated.

The consideration for this grant is the benefits and advantages which the GRANTOR and said property will receive and derive from the completion, installation and operation of a waterworks system by the GRANTEE, and also other good and valuable considerations.

IN WITNESS WHEREOF, the parties have caused this agreement to be duly executed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

WITNESSES:

(2) \_\_\_\_\_

(1) \_\_\_\_\_

GRANTOR

(4) \_\_\_\_\_

Address

WITNESSES:

\_\_\_\_\_

CONSOLIDATED WATERWORKS DISTRICT  
NO. 1 OF THE PARISH OF TERREBONNE,  
STATE OF LOUISIANA

\_\_\_\_\_

By: \_\_\_\_\_  
Vincent Celestin, President

STATE OF LOUISIANA  
PARISH OF TERREBONNE

BEFORE ME, the undersigned Notary Public, on this day personally came and appeared:

\_\_\_\_\_

who, being first duly sworn by me, stated under oath that he was one of the subscribing witnesses to the foregoing instrument and that the same was signed by \_\_\_\_\_ GRANTOR, in his presence and in the presence of the other subscribing witness.

SWORN TO AND SUBSCRIBED BEFORE ME, (3) \_\_\_\_\_

ON THIS \_\_\_\_\_ DAY

OF \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public

STATE OF LOUISIANA  
PARISH OF TERREBONNE

BEFORE ME, the undersigned Notary Public, on this day personally came and appeared:

Vincent Celestin, President

who, being first duly sworn by me, stated under oath that he, is the President of the Board of Waterworks Commissioners of Consolidated Waterworks District No. 1 of the Parish of Terrebonne, State of Louisiana, and that the foregoing instrument was signed in behalf of said Waterworks District by authority of the Board of Waterworks Commissioners.

SWORN TO AND SUBSCRIBED BEFORE ME, \_\_\_\_\_  
Vincent Celestin, President

ON THIS \_\_\_\_\_ DAY

OF \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public

# **APPENDIX “B”**

**AIA Bulletin 258**

# American Insurance Association

ENGINEERING AND SAFETY SERVICE

85 John Street, New York, N.Y. 10038

Revised September, 1975

Special Interest Bulletin No. 258

## WATER SYSTEM DESIGN FOR FIRE PROTECTION

Where municipal water supply systems are to be installed or existing systems enlarged or modified, it is most desirable to incorporate into the design of the system, or modifications, the ability to provide an adequate and reliable water supply for fire fighting purposes. The fundamental concept in the design of water systems is the distribution of water to various users. However, the basic concept for fire protection is the concentration of water at specific locations. Usually, however, both objectives can be attained within tolerable economic limits especially when the factors that should be incorporated in the design for fire protection are identified and consideration given for future growth and development. Although zoning laws are subject to continued change, it is possible to minimize the effect of changes in zoning with respect to the required quantities of water for fire protection provided a community enforces adequate building and fire prevention codes.

Water supply requirements for fire protection vary substantially throughout a community, being dependent upon size, construction, occupancy and density of building structures, the prevalence of wooded, brush areas and of fixed fire extinguishing systems that may be installed.

In order to establish specific flow rates needed for fire protection, a survey must be made of the existing structural features of the community with some consideration given for future development as well as the effects upon structural conditions of urban renewal projects. A method for estimating flow rates and total quantity of water required for fire hydrant supply is contained in the "Guide for Determination of Required Fire Flow", published by the Insurance Services Office.

Municipal water supply requirements for ordinary purposes is the subject of many outstanding texts and therefore is not discussed here except to establish that water for ordinary purposes is used on a cyclic basis at varying rates and the design of water systems must include provision for required fire flows in addition to the varying demand rates for ordinary consumption. Usually fire flows for hydrant supply are required to be in addition to the maximum daily consumption rate. However, even at times of peak hour consumption there should be some water available for fire fighting.

Generally the supply sections of water systems serving the larger communities have sufficient capacity to provide for simultaneous fire and ordinary demand rates. However, the distribution system of practically all

sizes of water systems can be seriously deficient if consideration is not given to the installation of adequate size pipe lines connected at strategic locations

Although 6-inch pipe was used extensively in distribution in the past, 8-inch pipe is fast becoming the minimum size now installed. Many communities have limited the pipe used in the distribution system to 8-inch, 12-inch or 16-inch with no intermediate sizes permitted.

Usually water mains in shopping centers and industrial areas should not be less than 8-inch and preferably a minimum of 12-inch. Eight-inch should be installed only where it completes a good gridiron. Larger size mains could be needed depending upon size, construction, layout and occupancy of the structures. In multiple housing developments at least 8-inch pipe should be installed in many instances paralleling the requirement for industrial areas. The use of 6-inch pipe should be discouraged and, if used, limited to lengths not to exceed 600 feet supplying only one hydrant.

Hydrants should be spaced so that short hose lines can be employed and so there are a sufficient number of hydrants within a reasonable distance to obtain the quantities of water needed to handle large fires. In industrial areas and shopping centers there should be one or more hydrants at each street intersection, depending upon the needed fire flow, with intermediate hydrants so that they are not over 300 feet apart and so located that all buildings in the complex can be reached by comparatively short hose lines from more than one hydrant. Spacing should be the same for large individual buildings of industrial, mercantile nature, or multi-unit residential structures. For single family residential areas, there should be a hydrant at each street intersection with intermediate hydrants so that they are not over 500 feet apart.

Many building developments may be several hundred feet back from a public street. Under these conditions hydrants and pipe lines to which they will connect will be installed on private property requiring the cooperation between municipal officials and the property owner. Any agreements made should include details outlining responsibility for installation, inspection, and maintenance of hydrants. It is particularly important that hydrants on private property be inspected and maintained on the same basis as public hydrants. For



further details see the Standard for Outside Protection, NFPA No. 24.

In recent years there has been considerable development of large tracts of land for industrial or commercial use. Usually the only available land for these developments is at a considerable distance from the established community where the strength of the water distribution system is substantial and where fire companies are closely located. Because of the long lines of pipe required to convey water to these new areas, expenses are considerable which tends to minimize pipe size to below what should be provided for fire protection and ordinary supply. There are also occasions where a commercial structure of very large size is erected or a structure housing a hazardous occupancy is built. At some point, providing required fire protection flow capability direct from the public distribution system becomes impracticable. For these situations the property owners should provide on-site water storage facilities for fire supply and where necessary pumping equipment to provide for the pressure and required flow characteristics of any fixed fire protection system.

As a result of the passage of new ordinances, or increased awareness of the fire protection problems, many

fixed fire protection systems are being installed. Depending upon the flow requirements for hydraulically calculated automatic sprinkler systems, many stationary fire pumps are being installed, functioning as booster pumps because of limited pressure characteristics in the municipal system. Where fire pumps are selected especially for booster applications being supplied directly from the distribution system, great care should be taken so that at no point of operation will the pressure at the suction inlet of the pump be less than 20 psi. Prior to the installation of the pumping equipment, flow tests should be made at the proposed point of connection to the pump supply and studies conducted of pressure variations at times of maximum demands in the water distribution system so that pumping equipment can be designed to match the supply characteristics. Improperly designed pumping equipment, connected directly to the municipal system, can cause negative pressures in the distribution system which may result in contamination of the public supply from cross connections. Consideration should be given in the design of the distribution system and in the operation of fire department pumping engines so that the creation of negative pressures in the distribution system will be avoided.

# **APPENDIX “C”**

## **Standard Plans**



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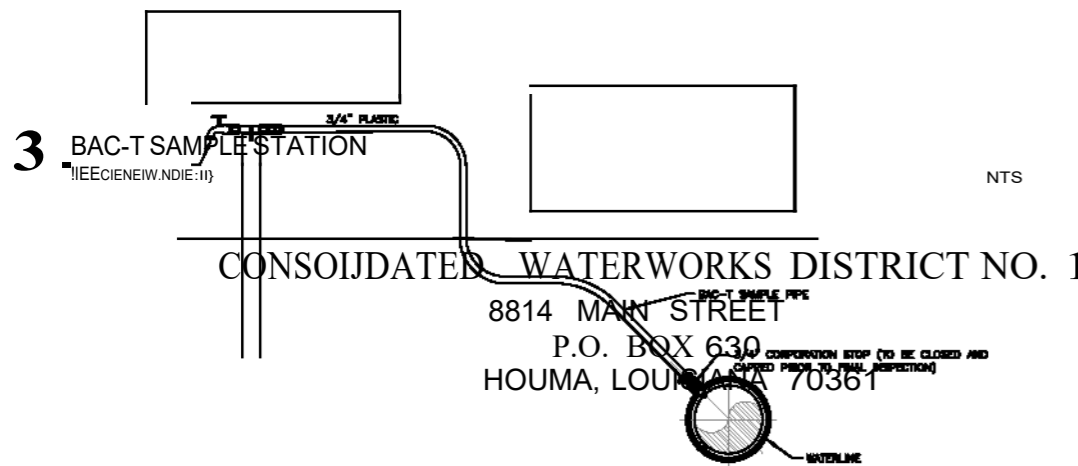
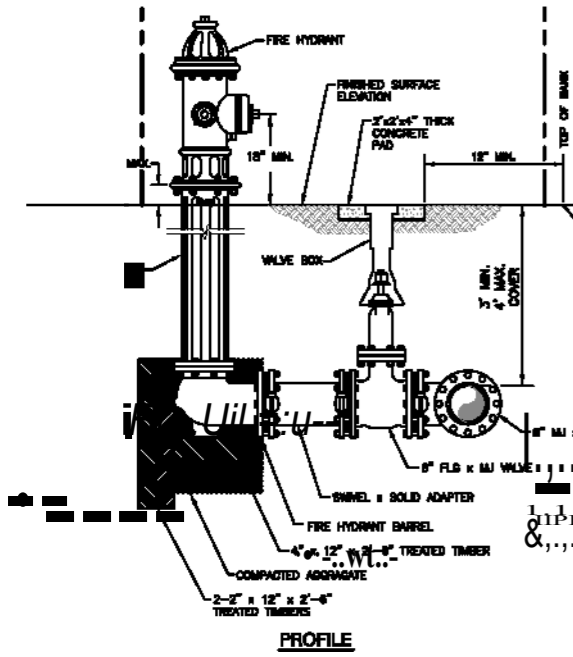
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- 3 BAC-T SAMPLE STATION (SEE EXHIBIT 11)
- 4 FLUSHING APPARATUS (GOE I.W. ND 1E III)
- 5 TRACER WIRE HOUSING UNIT (aaEJWF «M11)

STANDARD WATERMAIN DETMLS & GENERAL NOTES  
FOR  
WATER LINE CONSTRUCTION

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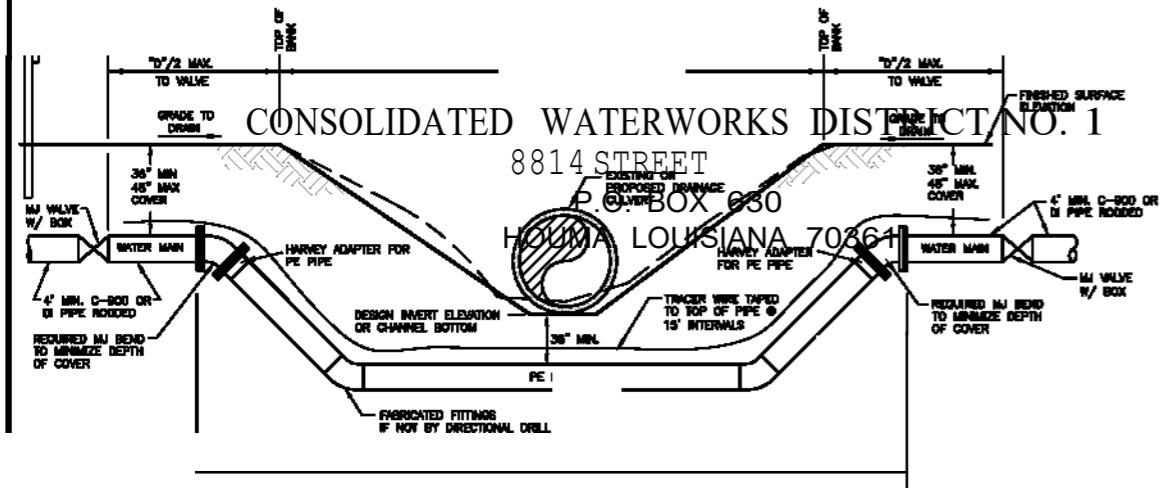
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STANDARD WATER DETMLS & GENERAL NOTES  
 FOR  
 WATER LINE CONSTRUCTION

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