

MINUTES

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)

MEETING OF DECEMBER 16, 2010

- A. The Chairman, Mr. Daniel Babin, called to order the regular meeting of December 16, 2010 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 6:34 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Dr. L.A. "Budd" Cloutier and the Pledge of Allegiance led by Mrs. Beryl Amedée.
- B. Upon Roll Call, present were: Mrs. Beryl Amedée, Mr. Daniel Babin, Chairman; Dr. L. Arnold "Budd" Cloutier, Vice-Chairman; Mr. Richard Elfert; Keith Kurtz, Mr. John Navy; Mr. Alex Ostheimer; and Mrs. Marsha Williams, Secretary/Treasurer. Absent at the time of Roll Call was: Mr. James Erny. Also present was Pat Gordon, Director, and Jennifer Robinson, Senior Planner, Department of Planning and Zoning and Laddie Freeman, Legal Advisor.
- C. ACCEPTANCE OF MINUTES:
1. Dr. Cloutier moved, seconded by Mrs. Amedée: "THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of November 18, 2010."

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Erny. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
 2. The Chairman questioned why they approve the Zoning and Land Use Minutes again at the Regional Planning Commission meeting.
 - a) Mr. Freeman stated he believed it was done as an extra precaution by this body. Mr. Gordon added that it was appropriate for the Regional Planning Commission to ratify the Zoning & Land Use minutes as suggested by their attorneys to help stay out of litigation.
 - b) Dr. Cloutier moved, seconded by Mr. Kurtz: "THAT the HTRPC accept the minutes, as written, for the Zoning & Land Use Commission for the regular meeting of November 18, 2010."

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Erny. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- D. Mrs. Williams moved, seconded by Dr. Cloutier: "THAT the HTRPC emit payment for the December 16, 2010, approve the Treasurer's Report of November 2010, and approve the Proposed 2011 Budget."

The Chairman called for a vote on the motion offered by Mrs. Williams. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Erny. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. ANNUAL ORGANIZATIONAL MEETING:
1. Ms. Williams informed the Commission that only one (1) firm, of three (3) solicited, submitted a bid in the amount of \$2,750.00 to perform the 2010 audit.
 - a) Ms. Williams moved, seconded by Dr. Cloutier: "THAT the HTRPC accept the bid in the amount of \$2,750.00 from Martin & Pellegrin to perform the 2010 audit."

The Chairman called for a vote on the motion offered by Ms. Williams. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Erny. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

2. The Chairman stated the next item on the agenda was Election of Officers for 2011.
 - a) Dr. Cloutier nominated Mr. Daniel Babin for the position of Chairman.
 - (1) Mr. Ostheimer moved, seconded by Dr. Cloutier: “THAT the nominations for the position of Chairman be closed and Mr. Daniel Babin be elected as Chairman by acclamation.”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Erny. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
 - b) Mr. Ostheimer nominated Dr. L.A. “Budd” Cloutier for the position of Vice-Chairman.
 - (1) Mr. Ostheimer moved, seconded by Mrs. Williams: “THAT the nominations for the position of Vice-Chairman be closed and Dr. L.A. “Budd” Cloutier be elected as Vice-Chairman by acclamation.”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Erny. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
 - c) Dr. Cloutier nominated Mrs. Marsha Williams for the position of Secretary/Treasurer.
 - (1) Mr. Ostheimer moved, seconded by Mrs. Amedée: “THAT the nominations for the position of Secretary/Treasurer be closed and Mrs. Marsha Williams be elected as Secretary/Treasurer by acclamation.”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Erny. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

F. COMMUNICATIONS:

1. Mr. Gordon read a letter from Turner Surveys, LLC, dated December 16, 2010, requesting to table Item G1, Tracts 6A & 6B, A Redivision of Tracts 1-4 & 6 belonging to MobileTel (Verizon), as per the Developer’s request [See *ATTACHMENT A*].
 - a) Mr. Ostheimer moved, seconded by Dr. Cloutier: “THAT the HTRPC table the application for Process D, Minor Subdivision for Tracts 6A & 6B, A Redivision of Tracts 1-4 & 6 belonging to MobileTel (Verizon) until the next regular meeting of January 27, 2011 as per the request of the Developer [See *ATTACHMENT A*].”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Erny. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

G. OLD BUSINESS:

1. Withdrawn [See *ATTACHMENT A*]. *Tracts 6A & 6B, A Redivision of Tracts 1-4 & 6 belonging to MobileTel (Verizon)*

H. APPLICATIONS:

1. The Chairman called to order the Public Hearing for an application by Jerri Smitko requesting approval for Process D, Minor Subdivision for the Subdivision of Property belonging to Jerri Smitko.
 - a) Mr. Allen Woodard, representing Mrs. Smitko, discussed the location and division of property.
 - b) The Chairman recognized Ms. Marjorie P. Upshaw, 191 Alamo Drive, who expressed concerns of drainage.

- c) Dr. Cloutier moved, seconded by Mrs. Williams: “THAT the public hearing be closed.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Erny. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Gordon discussed the Staff Report and stated Staff recommended conditional approval provided the Board of Health submits a letter of approval for Lot 2 and Pollution Control submits a letter of approval for Lot 1.
- e) Mr. Woodard stated the drainage would be the same as the existing drainage.
- f) Discussion was held with regard to setbacks, permits, and zoning.
- g) Mr. Gordon revised his Staff Report and included submittal of a revised plat showing setbacks that meet the zoning requirements.
- h) Mr. Ostheimer moved, seconded by Mr. Navy: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for Subdivision of Property belonging to Jerri Smitko conditioned the Board of Health submits a letter of approval for Lot 2 and Pollution Control submits a letter of approval for Lot 1 and a revised plat showing setbacks that meet the zoning requirements be submitted.”
- i) Discussion was held with regard to sewer and number of lots created.
- j) *Motion as amended:* Mr. Ostheimer moved, seconded by Mr. Navy: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for Subdivision of Property belonging to Jerri Smitko conditioned the Board of Health submits a letter of approval for Lot 2 and Pollution Control submits a letter of approval for Lot 1, a revised plat showing setbacks that meet the zoning requirements be submitted, and the remaining property be labeled as Lot 3 and indicated on the plat.”

The Chairman called for a vote on the amended motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Erny. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 2. The Chairman called to order the Public Hearing for the application by Sterling Authement requesting approval for Process D, Minor Subdivision for the Redivision of Lot C-1 being a part of Semple Plantation.

- a) Mr. Jamey Hebert, representing Mr. Authement, discussed the location and division of property.
- b) No one was present from the public to speak.
- c) Dr. Cloutier moved, seconded by Mrs. Williams: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Erny. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Gordon discussed the Staff Report and stated Staff recommended conditional approval provided drainage calculations were provided to the Terrebonne Parish Engineering Division for review and/or approval.
- e) Discussion was held with regard to no houses being depicted on the plat.
- f) Dr. Cloutier moved, seconded by Mrs. Amedée: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for the Redivision of Lot C-1 being a part of Semple Plantation conditioned upon the submittal of drainage calculations to the Terrebonne Parish Engineering Division for review and/or approval and a revised plat to depict homes.”
- g) Discussion was held with regard to the proposed sewer servitude.

Note: Mr. Jim Erny arrived at this time – 7:08 p.m.

- h) Discussion ensued with regard to the homes not being shown on the plat as to whether they encroach on the servitude.
- i) *Motion as amended:* Dr. Cloutier moved, seconded by Mrs. Amedée: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for the Redivision of Lot C-1 being a part of Semple Plantation conditioned upon the submittal of drainage calculations to the Terrebonne Parish Engineering Division for review and/or approval, a revised plat to depict homes and shown not to encroach on the servitude.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams. NAYS: None; ABSTAINING: Mr. Babin. ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 3. The Chairman called to order the Public Hearing for an application by Melinda L. Duncan requesting approval for Process D, Minor Subdivision for the Survey & Redesignation of Lot 3 of Michael Antee Subdivision being a Raw Land Tract into Lot 3-A, being a Public Tract.

- a) Mr. Brandon Arceneaux, David A. Waitz Engineering & Surveying, Inc., representing the Developer, discussed the location and division of property.
- b) The Chairman recognized Mr. Lloyd Rideaux, 203 Waterplant Road, who stated he would not give up any of his property for utilities or servitudes of any kind.
- c) Dr. Cloutier moved, seconded by Mr. Erny: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams. NAYS: None; ABSTAINING: Mr. Babin. ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Gordon discussed the Staff Report and stated Staff recommended conditional approval provided a waterline is extended in compliance with Waterworks, a fire hydrant is installed, drainage calculations are submitted to the Engineering Division for review and/or approval, and 15' and 20' servitudes to be added along Bayou Blue Canal if none existing. He stated more servitudes could be added without having to acquire any additional property from Mr. Rideaux
- e) Discussion was held with regard to servitudes and ownership of a portion of Butcher Road by Mr. Giardina blocked off by a gate.
- f) Mr. Ostheimer moved, seconded by Mr. Navy: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for the Survey & Redesignation of Lot 3 of Michael Antee Subdivision being a Raw Land Tract into Lot 3-A, being a Public Tract conditioned a waterline is extended in compliance with Waterworks, a fire hydrant is installed, drainage calculations are submitted to the Engineering Division for review and/or approval, and 15 and 20' servitudes to be added along Bayou Blue Canal if none existing.”
- g) Mr. Freeman stated it was possible Mr. Giardina owns the roadway but can be subject to servitudes. He also stated he had a problem with the title of the plat stating a “public tract” and requested it be amended. Mr. Arceneaux stated he would change it to a residential tract.
- h) *Motion as amended:* Mr. Ostheimer moved, seconded by Mr. Navy: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for the Survey & Redesignation of Lot 3 of Michael Antee Subdivision being a Raw Land Tract into Lot 3-A, being a Public Tract conditioned a waterline is extended in compliance with Waterworks, a fire hydrant is installed, drainage calculations are submitted to the Engineering Division for review and/or approval, 15' and 20' servitudes to be added along Bayou Blue Canal if none existing, and the plat be revised to depict a ‘residential tract’ rather than ‘public tract’.”

- i) Mr. Rideaux spoke of a gate on the roadway. Discussion ensued with regard to this as well as drainage calculations.

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams. NAYS: None; ABSTAINING: Mr. Babin. ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 4. The Chairman called to order the Public Hearing for an application by Linda Benoit requesting approval for Process D, Minor Subdivision for the Redivision of Tract "C" belonging to Linda Blanchard Benoit.

- a) Mr. Ken Rembert, on behalf of Charles L. McDonald Land Surveyors, representing the Developer, discussed the location and division of property.

- b) No one was present from the public to speak.

- c) Dr. Cloutier moved, seconded by Mr. Erny: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams. NAYS: None; ABSTAINING: Mr. Babin. ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Gordon discussed the Staff Report and stated it was a poor configuration utilizing flag lots, there was a ditch through one of the properties, a letter of objection from the Board of Health, and no fire hydrant was shown in compliance with the regulations. He stated Staff would recommend denial.

- e) Discussion was held with regard to whether a 4x4 sign was posted as required, a better way to develop the property with proper infrastructure. Discussion ensued with regard to whether denying or tabling the application is appropriate.

- f) Mr. Gordon stated there was no 4x4 sign located on the property. He restated his recommendation of denying the application. He stated the application was deficient by no sign being erected on the property, no fire hydrant was depicted on the plat depicting service to Lots 6, 7, & 8, a ditch encroaches into the 25' of Lot 8, property is located within a forced drainage system and drainage calculations were not submitted.

- g) Mr. Ostheimer moved, seconded by Mr. Erny: "THAT the HTRPC table the application for Process D, Minor Subdivision for Redivision of Tract "C" belonging to Linda Blanchard Benoit until the next regular meeting of January 27, 2011."

- h) Discussion was held with regard to another public hearing needing to be held due to there being no sign located on the property.

- i) *Motion as amended:* Mr. Ostheimer moved, seconded by Mr. Erny: "THAT the HTRPC table the application for Process D, Minor Subdivision for Redivision of Tract "C" belonging to Linda Blanchard Benoit until the next regular meeting of January 27, 2011 and include another public hearing."

- j) Discussion was held with regard to the property needing proper infrastructure.

- k) Mr. Elfert offered a substitute motion, seconded by Dr. Cloutier: "THAT the HTRCP deny the application for Process D, Minor Subdivision for Redivision of Tract "C" belonging to Linda Blanchard Benoit due to the deficient application with no required 4x4 signage; no fire hydrant on the plat to accommodate Lots 6, 7, & 8; ditch encroachment on Lot 8; and the property may be in a forced drainage area and drainage calculations have not been submitted."

The Chairman called for a vote on the motion offered by Mr. Elfert. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, and Mrs. Williams; NAYS: Mr. Babin, Mr. Erny, Mr. Kurtz, Mr. Navy, and Mr. Ostheimer; ABSTAINING: None; ABSENT: None. The Chairman voted to break a tie. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

Note: Mrs. Beryl Amedée left the meeting at this time – 7:48 p.m.

5. The Chairman called to order the Public Hearing for an application by Bernie Turner requesting approval for Process D, Minor Subdivision for Southern Comfort Harbor Waterfront Community.

- a) Mr. Ken Rembert, on behalf of Charles L. McDonald Land Surveyors, representing the Developer, discussed the location and division of property.
- b) The Chairman recognized Mr. Bernie Turner, Developer, who discussed Corps of Engineers issues with the previous submittal and introduced a revised layout adding “harbor” to the title of the subdivision so that it would not be identified as an additional addendum to the original Southern Comfort Waterfront Community.
- c) Discussion was held with regard to bulkheading of the property.
- d) Dr. Cloutier moved, seconded by Mrs. Williams & Mr. Erny: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams. NAYS: None; ABSTAINING: Mr. Babin. ABSENT: Mrs. Amedée. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- e) Mr. Gordon discussed the Staff Report and read a letter from Waterworks, dated December 13, 2010, regarding their concerns [See *ATTACHMENT B*]. He stated if the Developer would get together with Waterworks, a better letter could probably be issued. Staff recommended conditional approval provided the Planning Commission agrees with the fire hydrant setbacks and submittal of a letter of water availability from Waterworks after the sight is inspected.
- f) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC grant approval for the application for Process D, Minor Subdivision for Southern Comfort Harbor Waterfront Community conditioned upon a letter from Waterworks indicating water availability.”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams. NAYS: None; ABSTAINING: Mr. Babin. ABSENT: Mrs. Amedée. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

6. The Chairman called to order the Public Hearing for an application by Matherne Realty Partnership requesting conceptual and preliminary approval for Process C, Major Subdivision for Tract “B” belonging to Matherne Realty Partnership.

- a) Mr. Ken Rembert, Kenneth L. Rembert Land Surveyors, representing the Developer, discussed the location and division of property. He stated Milford & Associates would address the engineering stage.
- b) No one was present from the public to speak.
- c) Dr. Cloutier moved, seconded by Mr. Kurtz: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams. NAYS: None; ABSTAINING: Mr. Babin. ABSENT: Mrs. Amedée. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Gordon discussed the Staff Report and stated Staff recommended conceptual and preliminary approval with no conditions.
- e) Discussion was held with regard to the agenda depicting a Process D, Minor Subdivision when the application stated a Process C, Major Subdivision for conceptual and preliminary. It was determined there was an error on the agenda.

Note: Mrs. Marsha Williams left the meeting at this time – 7:58 p.m.

- f) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC grant conceptual and preliminary approval for an application for Process C, Major Subdivision for Tract “B” belonging to Matherne Realty Partnership.”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, and Mr. Ostheimer. NAYS: None; ABSTAINING: Mr. Babin. ABSENT: Mrs. Amedée and Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

7. The Chairman stated the next item on the agenda was for an application by Aries Builders, Inc. requesting engineering approval for Process C, Major Subdivision for Capital Commercial Development, Phase 4A & 4B.

- a) Ms. Joan Schexnayder, Terrebonne Parish Engineering Division, read a memo dated December 14, 2010 regarding punch list items for the development [See *ATTACHMENT C*].
- b) Mr. Gene Milford, Milford & Associates, Inc., representing the Developer, stated they would resolve/comply with all punch list items.
- c) Mr. Ostheimer moved, seconded by Mr. Erny & Dr. Cloutier: “THAT the HTRPC grant engineering approval of the application for Process C, Major Subdivision for Capital Commercial Development, Phase 4A & 4B conditioned upon the Developer complying/resolving all punch list items per the Terrebonne Parish Engineering Division’s memo dated December 14, 2010 [See *ATTACHMENT C*].”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, and Mr. Ostheimer. NAYS: None; ABSTAINING: Mr. Babin. ABSENT: Mrs. Amedée and Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

I. STAFF REPORT:

1. Mr. Gordon stated Mr. Al Levron, Parish Manager, gave a presentation to incorporate reservoir areas with recreation. He stated a \$100,000 grant was awarded for bike trails in the parish. He stated more plans are anticipated to incorporate more recreation and more grants will be applied for. He stated Mr. Levron encouraged the Planning Commission to look for opportunities to incorporate more recreation into our retention areas that the Parish has authority over.
- a) Dr. Cloutier added that Councilwoman Cavalier had spoken about money allocated to purchase property from Valhi to Savanne and may be another area to look at applying for grants to set aside property for recreation/drainage issues. He stated it would also be wise to engineer where, during rain events, water can be forced and held into these recreational areas and let gravity flow it out naturally.
- b) Mr. Ostheimer discussed previous situations where particular areas could not be dedicated to the Parish for maintenance and responsibility because the Recreation Boards felt they weren’t in the business of creating parks and maintaining the same. Mr. Gordon clarified the difference with regard to drainage matters.
2. Mr. Gordon stated the Louisiana APA State Conference was going to be held January 19-22, 2011 and the deadline to register was December 28th. He stated that he and Jennifer Robinson were already registered.
- a) Mr. Ostheimer moved, seconded by Dr. Cloutier: “THAT the HTRPC authorize up to six (6) members to attend the Louisiana APA State Conference along with expense reimbursement of the same.”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, and Mr. Ostheimer. NAYS: None; ABSTAINING: Mr. Babin. ABSENT: Mrs. Amedée and Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

J. Dr. Cloutier moved, seconded by Mr. Erny: “THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-2.”

1. Survey of Tract J-L-M-K-J being a portion of Property of Walter Land Company, Section 1, T18S-R17E, Terrebonne Parish, LA
2. Shift of Lot Line belonging to Rodney Huffaker, et ux, Section 72, T17S-R16E, Terrebonne Parish, LA

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, and Mr. Ostheimer. NAYS: None; ABSTAINING: Mr. Babin. ABSENT: Mrs. Amedée and Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

K. COMMITTEE REPORTS:

1. Subdivision Regulations Review Committee: None.
2. Comprehensive Master Plan Update:
 - a) The Chairman stated presentations were given from the five (5) candidates who submitted proposals to work on the Comprehensive Master Plan Update, but a final decision was not made yet as to who would be awarded the contract.

L. COMMISSION COMMENTS:

1. Planning Commissioners’ Comments:
 - a) Upon questioning by Mr. Erny, Mr. Gordon stated the National APA Conference would be held in March in Boston, Massachusetts.
2. Chairman’s Comments:
 - a) The Chairman thanked everyone for the elections and wished everyone a Merry Christmas.
 - b) Mr. Gordon congratulated the new officers and wished everyone a Merry Christmas.

M. PUBLIC COMMENTS:

1. Mr. Brandon Arceneaux stated there has been progress with the current drainage regulations that were accepted in May 2009 with provisions to setup the acceptance of impact fees and encourages regional detention facilities.

N. Dr. Cloutier moved, seconded by Mr. Erny: “THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 8:26 p.m.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, and Mr. Ostheimer. NAYS: None; ABSTAINING: Mr. Babin. ABSENT: Mrs. Amedée and Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

*Becky M. Becnel, Minute Clerk
Houma-Terrebonne Regional Planning Commission*

TURNER SURVEYS, LLC

Professional Land Surveyors

December 16, 2010

Becky M. Becnel, Minute Clerk
Houma-Terrebonne Regional Planning Commission
P.O. Box 1446
Houma, Louisiana 70361-1446

**Re: Process D, Minor Subdivision
Tracts 6A & 6B, A Redivision of Tracts 1-4 & 6
belonging to MobileTel (Verizon)
Section 101, T17S-R17E, Terrebonne Parish, LA**

Dear Ms. Becnel,

I have been in contact with Kevin Hewitt, Sanitarian Parish Manager, regarding the above referenced project.

As of this morning, his office has **not** been notified that the house at 1208 1/2 Barataria Ave. has had all its drain pipes connected to the community sewerage system.

I therefore request of the Planning Commission on behalf of Verizon Wireless that this Redivision be tabled until the January meeting.

Respectfully,



Dennis L. Gowin, PLS
TURNER SURVEYS, LLC

15732 E. Hoffman Road Ponchatoula, LA 70454 Telephone (985) 386-2358
FAX (985) 386-2359 Email: dgowin@turnersurveys.net



TELEPHONE
(985) 879-2495

BOARD OF COMMISSIONERS
OFFICERS

WARB PLEDGER
President

AL BADEAUX, JR.
Vice President

MILTON J. LOUVIERE
Secretary

BARRY BLACKWELL
General Manager

CECILIA NORMAN
Office Manager

TOM WILSON
Engineer Manager

FACSIMILE
(985) 879-2283

BOARD OF COMMISSIONERS
MEMBERS

CLIFTON STOUFFLET, JR.

AMOS USIE, JR.

GREG HOOD, JR.

CHESTER VOISIN

RAY BOUDREAUX, JR.

DAVID MOSELY

December 13, 2010

Mr. Galen Bollinger
CHARLES L. McDONALD
Land Surveyor, Inc.
PO Box 1390
Gray, LA 70359

Dear Mr. Bollinger:

We are in receipt of your letter dated December 08, 2010 with one print attached of "SOUTHERN COMFORT HARBOR WATERFRONT COMMUNITY LOCATED IN SECTION 32, T20S-R17E, TERREBONNE PARISH, LOUISIANA" and dated NOVEMBER 27, 2010.

WATER SERVICE MAY NOT AVAILABLE IN THE FUTURE DUE TO POSSIBLE SOIL EROSION. Water service can be made available to LOT 1 through LOT 20 north of Snapper Court provided that the land owner acknowledges and accepts their responsibility to prevent erosion of the soil surrounding and supporting the existing water main which may result from boat slips (canal design) which may be constructed in close proximity to the water main and utility servitudes.

Sincerely,

Tom E. Wilson
Engineer Manager
TEW/mvt

WA12-16-10.doc-4-



"TURN US ON AND WE'LL COME RUNNING"





TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

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

P.O. BOX 2768
HOUMA, LOUISIANA 70361
(985) 868-3000

December 14, 2010
1st Review
Item H7

TO: Pat Gordon
FROM: Gregory E. Bush, LTC, USA, Retired
SUBJECT: Capital Commercial, Ph 4A & 4B
Review of Engineering Approval

The Engineering Division of the Terrebonne Parish Department of Public Works has reviewed the plans and calculations for the above referenced subdivision. The plans and calculations fail to comply with Parish Ordinances and Subdivision Regulations in the following areas:

1. Does not conform to the SDDM
 - a. V.A.3 Plan/Profile sheets do not include structures/utility lines sizes, types, invert elevations, top elevations, nor dimensions of all servitudes.
 - b. V.A.5 Street lights need to be depicted on typical roadway section.
 - c. V.B.5 Catch basins should be installed at all changes in vertical and horizontal direction of drainage culverts.
2. 24.5.4.6.7 No approval letter from the following:
 - a. Waterworks
 - b. Gas Utility
 - c. Department of Health and Hospitals
 - d. Electricity
3. 24.7.5.2 Latest standards were not used for street lights.

This review does not imply that this subdivision submitted complies with all other requirements of the Parish Codes. Please feel free to contact me if you have any questions or comments.

GEB/mld

cc: Tom Bourg
Philip Liner
Gene Milford, III, P.E.
Planning Commission
Engineering Division
Reading File
Council Reading File