

MINUTES

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)

MEETING OF MARCH 17, 2011

- A. The Chairman, Mr. Daniel Babin, called to order the regular meeting of March 17, 2011 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 6:42 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 Mr. John Navy.
- B. Upon Roll Call, present were: Mrs. Beryl Amedée, Mr. Daniel Babin, Chairman; Dr. L. Arnold "Budd" Cloutier, Vice-Chairman; Mr. James Erny; Mr. John Navy; Mr. Alex Ostheimer; and Mrs. Marsha Williams, Secretary/Treasurer. Absent at the time of Roll Call was: Mr. Richard Elfert and Mr. Keith Kurtz. Also present was Patrick 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. Williams: "THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of February 17, 2011."

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Erny, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Elfert and Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
 2. Dr. Cloutier moved, seconded by Mrs. Williams: "THAT the HTRPC accept the minutes, as written, for the Zoning & Land Use Commission for the special meeting of February 8, 2011 and for the regular meeting of February 17, 2011, as corrected."

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Erny, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Elfert and Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- D. Mrs. Williams moved, seconded by Dr. Cloutier: "THAT the HTRPC emit payment for the March 17, 2011 and approve the Treasurer's Report of February 2011."

The Chairman called for a vote on the motion offered by Mrs. Williams. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Erny, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Elfert and Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. COMMUNICATIONS: None.
- F. APPLICATIONS:
1. The Chairman called to order the Public Hearing for an application by John Wayne Bergeron requesting approval for Process D, Minor Subdivision for the Division of Property belonging to John Wayne Bergeron.
 - a) Mr. John Bergeron, 3903 Bayou Black Drive, Developer, discussed the location and division of property. He stated he wished to give the back half of his property to his daughter.
 - 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. Erny, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Elfert and Mr. Kurtz. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.
 - d) Mr. Gordon discussed the Staff Report and stated Staff recommended conditional approval provided that 911 addressing is depicted on the plat and an approval letter from Board of Health was received.
 - e) Discussion was held with regard to the right-of-way provided to access the back lot.

f) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC grant approval for the application for Process D, Minor Subdivision for the Division of Property belonging to John Wayne Bergeron conditioned 911 addressing be depicted on the plat, an approval letter from Board of Health, and the surveyor show the width of the right-of-way and that it exceeds 25’ measured perpendicular.”

g) Discussion was held with regard to Board of Health requirements and why the Planning Commission helps regulate.

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

2. The Chairman called to order the Public Hearing for an application by Janet Stevens requesting approval for Process D, Minor Subdivision for the Survey of Tract “C” and Revised Tracts “A” & “B”, A Redivision of Property belonging to Janet Duet Stevens, et als.

a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, representing Ms. Stevens, 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. Erny, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Elfert and Mr. Kurtz. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

d) Mr. Gordon discussed the Staff Report and stated Board of Health did object to the division at first but a letter of no objection was received since. He stated Staff recommended conditional approval provided that 911 addressing is depicted on the plat.

e) Dr. Cloutier moved, seconded by Mr. Erny: “THAT the HTRPC grant approval for the application for Process D, Minor Subdivision for the Survey of Tract “C” and Revised Tracts “A” & “B”, A Redivision of Property belonging to Janet Duet Stevens, et als conditioned 911 addressing be depicted on the plat.”

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

3. The Chairman called to order the Public Hearing for an application by Terrebonne Land Partnership requesting approval for Process D, Minor Subdivision for Tracts 2-A, 2-B, 2-C, 2-D & 2-E, A Redivision of Property belonging to Terrebonne Land Partnership.

a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, representing the Developer, discussed the location and division of property.

b) Mr. Mike Millet, 206, Glenwood Drive, Fire Inspector with City of Houma Fire Department, stated they would like to take a more proactive approach with regard to fire protection and they would like to be more involved in the Planning Commission’s matters. He did state there were no issues regarding this particular matter in their fire district.

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. Erny, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: Mr. Elfert and Mr. Kurtz. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Gordon discussed the Staff Report and stated Staff recommended conditional approval provided the waterline installation was approved by Waterworks, a drainage plan be submitted with all building permits, a Board of Health or Pollution Control letter of approval be submitted, and 911 addressing be depicted on the plat.
- e) Discussion was held with regard to drainage taking place before the first permit being issued. Discussion ensued with regard to drainage.
- f) Mr. Ostheimer moved, seconded by Dr. Cloutier: “THAT the HTRPC grant approval for the application for Process D, Minor Subdivision for Tracts 2-A, 2-B, 2-C, 2-D & 2-E, A Redivision of Property belonging to Terrebonne Land Partnership conditioned the waterline installation was approved by Waterworks, a Board of Health or Pollution Control letter of approval be submitted, 911 addressing be depicted on the plat, and the drainage plan be submitted for all lots and be constructed before the first building permit is issued for the property.”
- g) Discussion was held with regard to Tract 1 depicted as raw land not being included in the submittal. Mr. Rembert clarified that lot was not being purchased at the time.

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

G. STAFF REPORT: None.

H. Dr. Cloutier moved, seconded by Mr. Erny: “THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-7.”

- 1. Survey & Redivision of Tract 3 and Tract 4 of Property belonging to Myra Naquin, et al into Tract 3A and Tract 4A, Sections 52 & 55, T18S-R19E, Terrebonne Parish, LA
- 2. Survey of Revised Tracts 1 & 2, Property belonging to Bobby Portier, et al, Section 53, T18S-R19E, Terrebonne Parish, LA
- 3. Survey of Tract A, Revised Tract B & Revised Tract 3, Property of Gaubert Food Marts, Inc., Section 105, T17S-R17E, Terrebonne Parish, LA
- 4. Revised Tracts A and B, A Redivision of a portion of Property belonging to Kenneth Breaux, Section 10, T17S-R18E & Section 7, T18S-R18E, Terrebonne Parish, LA
- 5. Lot Line Shift being a part of Semple Plantation, Section 9, T17S-R18E, Terrebonne Parish, LA
- 6. Re-Division of Lots 27, 29, & 31, Block 1, of Gibson Gardens Subdivision on Property belonging to Jody Savoie, et al
- 7. Revised Tract "A", Phase 1 and Tract "H", Phase 2 of Denley-Grand Caillou Commercial Subdivision, Redivision of Property belonging to Walter Land Company, Section 12, T17S-R17E, Terrebonne Parish, LA

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

I. COMMITTEE REPORTS:

- 1. Subdivision Regulations Review Committee: None.
 - a) Mr. Ostheimer stated Council’s Subdivision Regulations Review Committee was meeting on Tuesday, March 22, 2011 at 11:00 am and the matter of pole signs would be discussed.
- 2. Comprehensive Master Plan Update:
 - a) Mrs. Robinson stated the contract was signed and they would soon be formulating the plan components, focus groups, working with the steering committee, etc. and can anticipate public meetings soon thereafter.
 - b) Mrs. Robinson also informed the Commission that the Parish Council approved including Westside Boulevard into the Overlay District.

J. COMMISSION COMMENTS:

- 1. Planning Commissioners’ Comments:
 - a) Dr. Cloutier stated the importance of master overlay plans showing drainage on larger commercial properties before coming to the meeting for approval.

b) Mr. Ostheimer discussed the same and stated it would give the neighbors an opportunity to see the drainage issues as well.

2. Chairman's Comments: None.

K. PUBLIC COMMENTS: None.

L. Mrs. Williams moved, seconded by Dr. Cloutier: "THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 7:10 p.m."

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

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