

## MINUTES

### HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)

#### MEETING OF MARCH 19, 2009

- A. The Chairman, Daniel Babin, called to order the regular meeting of March 19, 2009 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 7:05 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Dr. Budd Cloutier and the Pledge of Allegiance led by Mr. Richard Elfert.
- B. Upon Roll Call, present were: Beryl Amedée; Daniel Babin, Chairman; L. Arnold "Budd" Cloutier, Vice-Chairman; Richard Elfert; James Erny; Keith Kurtz; John Navy; Alex Ostheimer; and Marsha Williams, Secretary/Treasurer. Absent at the time of Roll Call were: None. Also present were 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 Mr. Navy: "THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of February 19, 2009 and for the special meeting of March 4, 2009."
- The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Ms. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Ms. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
2. Dr. Cloutier moved, seconded by Ms. Williams: "THAT the HTRPC accept the minutes, as written, for the Zoning & Land Use Commission for the regular meeting of February 19, 2009."
- The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Ms. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Ms. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- D. Ms. Williams moved, seconded by Dr. Cloutier: "THAT the HTRPC emit payment for the March 19, 2009 invoices, approve the Treasurer's Report of February 2009, and the proposed 2009 budget."
1. Mr. Ostheimer requested the budget be amended to include \$4,000.00 for travel and training due to members attending the national planning conference in April.
  2. MOTION AS AMENDED: Ms. Williams moved, seconded by Dr. Cloutier: "THAT the HTRPC emit payment for the March 19, 2009 invoices, approve the Treasurer's Report of February 2009, and the revised proposed 2009 budget to include \$4,000.00 for travel and training."
- The Chairman called for a vote on the motion offered by Ms. Williams. THERE WAS RECORDED: YEAS: Ms. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Ms. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. COMMUNICATIONS:
1. Mr. Gordon read a letter from David A. Waitz Engineering and Surveying, Inc. dated March 19, 2009 requesting the application by South Hollywood Properties #1, L.L.C. be tabled until the next meeting of April 23, 2009 [See *ATTACHMENT A*].
    - a) Mr. Ostheimer moved, seconded by Mr. Navy: "THAT the HTRPC table item H3 until the next regular meeting of April 23, 2009 as per the request of the developer."

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

*The Chairman recognized Councilman Kevin Voisin in the audience at this time.*

F. OLD BUSINESS:

Dr. Cloutier moved, seconded by Ms. Williams: "THAT the HTRPC remove Item F1 from the table to be considered at this time."

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

1. The Chairman stated the next item on the agenda under old business was an application by Harold J. Callahan requesting approval for Process D, Minor Subdivision for the Division of Tract 13 belonging to Harold Callahan of the Leo Joseph Callahan Estate into Tracts H.C.1 and H.C.2.

- a) Mr. Brian Brunet, Leonard Chauvin P.E., P.L.S., Inc., representing Mr. Callahan, discussed the location and division of property. He requested a variance from the fire hydrant requirement.
- b) The Chairman recognized Mr. Callahan who stated he had to divide his property from a leased portion in order to get a homeowner's loan for the completed construction of his home. He requested a variance from the fire hydrant due to added costs and stated the Fire Chief in the area has concurred with his request.
- c) Mr. Gordon read a letter from Leonard Chauvin P.E., P.L.S., Inc. dated February 18, 2009 with a signature from Schriever Fire Chief Ken Pitre concurring with Mr. Callahan's request [See ATTACHMENT B]. He also read a letter from Schriever Fire Chief Ken Pitre approving Mr. Callahan's request [See ATTACHMENT C]. Mr. Gordon also stated he received a phone call from the Councilperson in that area approving the same.
- d) Mr. Gordon stated Staff recommended conditional approval provided upon the installation of a fire hydrant and submittal of drainage calculations to the Terrebonne Parish Engineering Division for review and/or approval. He did suggest that the land be designated as raw land due to the existing home and nothing else to be built as another option.
- e) Discussion was held with regard to setting precedence if varying from the fire hydrant, financial hardships not being a reason to grant a variance, and Mr. Callahan's options should the Commission deny or conditionally approve his request.
- f) Dr. Cloutier moved, seconded by Mr. Erny: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for the Division of Tract 13 belonging to Harold Callahan of the Leo Joseph Callahan Estate into Tracts H.C.1 and H.C.2 conditioned upon the installation of a fire hydrant and submittal of drainage calculations to the Terrebonne Parish Engineering Division for review and/or approval."
- g) Discussion was held with regard to an adjacent property owner possibly receiving a variance for a fire hydrant and the fire hydrant spacing requirements that have changed in the last few years. Discussion ensued with regard to Mr. Callahan accepting the conditions and other options for the division of property.

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

G. NEW BUSINESS:

1. The Chairman stated the next item on the agenda under new business was a request for a plan change by Jon Gonsoulin for the Dedication of Hanna Clair Drive, Phase "M" of Mulberry Estates Subdivision, Section 104, T17S-R18E, Terrebonne Parish, Louisiana.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and request by Mr. Gonsoulin for the dedication of Hanna Clair Drive due to his purchasing the entire phase of the subdivision.
- b) Mr. Gordon discussed the Staff Report and stated Staff recommended the matter be submitted to the Parish Council for the approval of an ordinance to revoke the dedication of Hanna Clair Drive.

- c) Discussion was held with regard to the street becoming Mr. Gonsoulin's driveway and the lots to be dissolved.
- d) Mr. Ostheimer moved, seconded by Mr. Erny: "THAT the HTRPC grant approval and recommend to the Parish Council that they have no objection to the request to dededicate Hanna Clair Drive, Phase 'M' of Mulberry Estates Subdivision conditioned the lots are dissolved and the street be converted to a private driveway."
- e) The Chairman recognized Councilman Kevin Voisin who approved of Mr. Gonsoulin's request and requested the lots be dissolved into one tract of land.
- f) Mr. Gordon stated a new plat would be signed with a new legal description.

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

#### H. APPLICATIONS:

1. The Chairman called to order the Public Hearing for an application by Randy Piazza requesting approval for Process D, Minor Subdivision for the Survey of Lot 9-A & 9-B, A Redivision of Lot 9, Block 4, Addendum No. 1 to Grand Caillou Heights Subdivision.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property.
- b) No one was present from the public to speak.
- c) Dr. Cloutier moved, seconded by Ms. Williams: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Ms. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Ms. 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 drainage arrows were depicted on the plat and drainage calculations be submitted to the Terrebonne Parish Engineering Division for review and/or approval.
- e) Mr. Elfert moved, seconded by Mr. Erny: "THAT the HTRPC grant approval to the application for Process D, Minor Subdivision for the Survey of Lot 9-A & 9-B, A Redivision of Lot 9, Block 4, Addendum No. 1 to Grand Caillou Heights Subdivision as per Staff 's recommendations; conditioned that drainage arrows are depicted on the plat and drainage calculations are submitted to the Terrebonne Parish Engineering Division for review and/or approval."
- f) Discussion was held with regard to Mr. Piazza proposing to build a home on each of the lots.

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

2. The Chairman called to order the Public Hearing for an application by Todd J. Ledet requesting approval for Process D, Minor Subdivision for Emerald Oaks, Survey of Tracts "A", "B", & "C", A Redivision of Property belonging to Todd J. Ledet, et ux.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property.
- b) No one was present from the public to speak.
- c) Dr. Cloutier moved, seconded by Ms. Williams and 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: Ms. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Ms. 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 drainage calculations were submitted to the Terrebonne Parish Engineering Division for review and/or approval.
- e) Discussion was held with regard to the batture
- f) Mr. Elfert moved, seconded by Dr. Cloutier: "THAT the HTRPC grant approval to the application for Process D, Minor Subdivision for Emerald Oaks, Survey of Tracts "A", "B", & "C", A Redivision of Property belonging to Todd J. Ledet, et ux. Conditioned upon the installation of a fire hydrant that meets parish requirements, approval from the Board of Health, drainage calculations submitted to the Terrebonne Parish Engineering Division for review and/or approval, and that a landhook be shown between the batture and the property Mr. Ledet intends to keep."

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

- 3. WITHDRAWN, Hollygrove, Conceptual and Preliminary [See *ATTACHMENT A*]
- 4. The Chairman stated the next item on the agenda was an application by Development Ventures, L.L.C. requesting final approval for Process C, Major Subdivision for Sugarland Subdivision, Addendum No. 4.
  - a) Ms. Joan Schexnayder, Terrebonne Parish Engineering Division, read a memo concerning the punch list items for the development [See *ATTACHMENT D*].
  - b) Mr. Gene Milford, Milford & Associates, Inc., representing the Developer, stated they would comply/resolve punch list items 1, 2, and 4 and requested that the street lights be installed once Entergy provides power (punch list item 3).
  - c) Discussion was held with regard to accepting a bond for the street lights along with an acceptable amount and time limit for completion of the same.
  - d) Mr. Ostheimer moved, seconded by Mr. Kurtz: "THAT the HTRPC grant final approval for Process C, Major Subdivision for Sugarland Subdivision, Addendum No. 4 with the acceptance of a bond in the amount of \$2,000.00 for punch list item 3 and conditioned upon the Developer complying/resolving with punch list items 1, 2, & 4 per the Terrebonne Parish Engineering Division's memo dated March 19, 2009 [See *ATTACHMENT D*] and allow (60) days for completion."
  - e) Discussion was held with regard to the time limit and if it were enough time to for Entergy to provide power.

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

I. STAFF REPORT:

- 1. Gordon stated that they have signed the contract with Providence Engineering for the update to the Comprehensive Plan. Mr. Gordon requested that they discuss the 2008 HTRPC annual report and ratification of the same at the next meeting in order to finalize the report.

J. Dr. Cloutier moved, seconded by Ms. Williams: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-6."

- 1. Redivision of Tract B along Hwy. 24 within the Evergreen Plantation, Section 1, T16S-R16E, Terrebonne Parish, LA
- 2. Survey of Revised Lots 9 thru 12, Block 1, Terra Cane Heights Subdivision, Addendum No. 2, Section 104, T17S-R17E, Terrebonne Parish, LA

3. Survey & Resubdivision of Lots 4 & 5, Block 5 into Lots 4-A & 5-A, Block 5, Myrtle Grove Heights Subdivision, Section 9, T17S-R17E, Sections 1 & 2, T17S-R18E, Terrebonne Parish, LA
4. Survey of Revised Ltracts 5 & 6 and Tract 7, Property belonging to Dean M. Hutchinson, et ux, Section 24, T17S-R18E, Terrebonne Parish, LA
5. Survey of Revised Tracts "A" & "B" being a portion of Lots 90, 91, & 92, Honduras Plantation Subdivision, Section 105, T17S-R17E, Terrebonne Parish, LA
6. Survey of Revised Tracts 17 & 18 of Reeves Campsites, Section 92, T20S-R18E, Terrebonne Parish, LA

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

K. COMMITTEE REPORTS:

1. Dr. Cloutier stated there were four (4) proposals prepared in ordinance form that was supplied in the members' packets with regard to the subdivision regulations.
  - a) Dr. Cloutier read the proposal with regard to lot development on right-of-ways [See *ATTACHMENT E*].
    - (1) Discussion was held with regard to the proposal.
    - (2) Mr. Gordon suggested a public hearing be called on all proposals approved by the Planning Commission. Discussion ensued with regard to the matters being forwarded to the Parish Council afterward for their review and/or approval.
  - b) Dr. Cloutier read the proposal with regard to altering drainage plans after development is completed [See *ATTACHMENT F*].
    - (1) Discussion was held with regard to the proposal
  - c) Dr. Cloutier read the proposal with regard to a lapse between conceptual/preliminary approval(s) and engineering approval [See *ATTACHMENT G*].
    - (1) Discussion was held with regard to the proposal.
  - d) Dr. Cloutier read the proposal with regard to access to major subdivisions [See *ATTACHMENT H*].
    - (1) Discussion was held with regard to the proposal and widening the street rather than requiring a boulevard due to maintenance of the same. Discussion ensued with regard to including the definition of a boulevard within the regulations.

Dr. Cloutier moved, seconded by Mr. Erny: "THAT the HTRPC call a public hearing for amendments to the subdivision regulations with regard to lot development on right-of-ways, altering drainage plan after development is completed, lapse between conceptual/preliminary approval(s) and engineering approval, and access to major subdivisions for Thursday, April 23, 2009 at 6:00 p.m."

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

2. Mr. Gordon covered the status of the Comprehensive Master Plan Update under Staff Reports.

L. COMMISSION COMMENTS:

1. CHAIRMAN'S COMMENTS:
  - a) The Chairman, after Ms. Williams, applauded the Subdivision Regulations Review Committee with regard to their efforts.

2. PLANNING COMMISSIONERS' COMMENTS:

- a) Mr. Ostheimer inquired something he read in the paper with regard to expanding the master transportation plan, sewer, etc. He also mentioned a meeting to be held with the developers regarding development.
  - (1) Mr. Gordon stated a town meeting will be held with regard to development regulations in general in Terrebonne Parish by Administration and a date is to be announced and all Planning Commission members will be notified along with everyone on our mailing list.
  - (2) Councilman Kevin Voisin stated their direction was to have a "think tank" meeting and nothing to do against Planning Commission or the way things were being handled.

L. PUBLIC COMMENTS: None.

M. Dr. Cloutier moved, seconded by Ms. Williams: "THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 8:41 p.m."

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

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

**DAVID A. WAITZ ENGINEERING AND SURVEYING, INC.**

*Civil Engineers & Professional Land Surveyors*

1107 Canal Blvd.

P.O. Box 1203

Thibodaux, Louisiana 70302

David A. Waitz, P.E., P.L.S.

(985) 447-4017 (phone) (985) 447-1998 (fax)

March 19, 2009

Houma-Terrebonne Regional  
Planning Commission  
P. O. Box 1446  
Houma, LA 70361-1446

Attention: Ms. Becky Bechel,  
Secretary/Planning Commission

RE: REQUEST FOR PROJECT TO BE REMOVED FROM THE AGENDA OF THE PLANNING COMMISSION MEETING SCHEDULED FOR MARCH 19, 2009 – HOLLYGROVE (SUBDIVISION) LOCATED IN SECTION 104, T17S-R17E, TERREBONNE PARISH, LOUISIANA – DEVELOPER: SOUTH HOLLYWOOD PROPERTIES, #1, L.L.C. - ENGINEER'S PROJECT NO. 2009-009

Dear Becky:

The purpose of this correspondence is to request that the Subdivision Application submitted for Hollygrove Subdivision be deferred from the Agenda of the meeting scheduled for tonight, Thursday, March 19, 2009 and rescheduled to the next meeting date of April 23, 2009. We apologize for this inconvenience, however this deferral is necessary in order for preparation of a Master Plan for this proposed development.

Thank you in advance for your cooperation and assistance in this matter. Please advise me if you should have any questions or require additional information.

Sincerely,

DAVID A. WAITZ  
ENGINEERING AND SURVEYING, INC.



David A. Waitz, P.E., P.L.S.

DAW/dth

Cc: File & Reading File

**LEONARD CHAUVIN P.E., P.L.S., INC.**  
**Civil Engineer - Land Surveyor**

February 18, 2009

SCHRIEVER VOLUNTEER FIRE DEPARTMENT  
ATTN: FIRE CHIEF  
P.O. Box 83  
SCHRIEVER, LA 70395


**RE: SURVEY SHOWING THE DIVISION OF TRACT 13 BELONGING TO HAROLD CALLAHAN OF THE LEO JOSEPH CALLAHAN ESTATE INTO TRACTS H.C. 1 AND H.C. 2 LOCATED IN SECTIONS 101 AND 144, T15S-R16E, TERREBONNE PARISH, LA**

GENTLEMEN,

We have made application to the Houma-Terrebonne Regional Planning Commission for sketch and final approvals, Process D, for the above referenced subdivision as shown on the attached plat for your review. If the Schriever Fire Department has no objection to this division, please sign the approval line provided below and return one copy for our files and forward one copy to the Planning Commission as soon as possible.

If there are any questions or further information required, please call our office.

Sincerely,



Pam Miranda  
Leonard Chauvin P.E., P.L.S., Inc

APPROVED: 

SCHRIEVER FIRE CHIEF

DATE

2/25/09



**SCHRIEVER VOLUNTEER FIRE DEPARTMENT, INC.**

**SCHRIEVER FIRE PROTECTION DISTRICT**

**P. O. BOX 83**

**SCHRIEVER, LA 70395**

**PHONE 985-446-8498, FAX 985-446-3273, CELL 985-865-1643**

**"ANYTIME - ANYWHERE"**

**SCHRIEVER STATION  
1529 WEST MAIN ST.**

**GRAY STATION  
3120 WEST PARK AVE.**

**HIGHWAY 311 STATION  
1988 HWY 311**

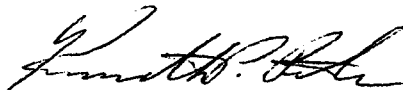
Pam Miranda  
Leonard Chauvin P. E., P. L. S., Inc  
627 Jackson Street  
Thibodaux, LA 70301

Subject: Harold Callahan of the Leo Joseph Callahan Estate

Ms. Miranda;

The Schriever Volunteer Fire Department and the Schriever Fire Protection District does approve the division of Mr. Callahan lot for his resident out of the larger section.

Thank you



Kenneth P. Pitre  
Fire Chief



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



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

**TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT**

---

March 19, 2009  
Agenda Item # H4

**TO: Pat Gordon**

**FROM: Gregory E. Bush, LTC, USA, Retired  
Director of Public Works**

**SUBJECT: Sugarland Subdivision, Add No 4;  
Final Inspection**

A final inspection of the above referenced subdivision was held by representatives of the Department of Public Works. The following punch list items remain and need to be addressed:

1. The Final Plat should be signed and stamped by a Professional Land Surveyor.
2. The Final Plat should show the date, elevation, and 3 point ties of the benchmark.
3. Street lights must be installed.
4. Final Approval from waterworks is required.

Please feel free to contact Joan Schexnayder at 873-6720 if you have any questions or comments.

cc: Planning Commission  
F. E. Milford, III, P.E.  
Engineering Division  
✓ Reading File

# Houma-Terrebonne Regional Planning Commission

## Subdivision Regulations Review

### Lot development on right-of-ways

**Item 21** Lot development on right-of-ways

**Issue:**

The Planning Commission has long held that residential lots need to front on a public street or a private street built to public standards. With very little exception, the fire hydrant spacing regulations with the accompanying 8" waterline requirement has maintained this policy. The existing regulations; however, still allow residential lots to front on right-of-ways.

**Proposal:**

24.7.1.2.4 Minimum Residential Lot Size (pg. 34)

Revise 2<sup>nd</sup> sentence to read as follows:

“However, all lots must front along a public roadway or private roadway built to public standards ~~or servitude of passage~~ and shall contain adequate frontage and depth to enclose four 50-foot sides at 90° angles to each other, none of which may encroach upon a public road right-of-way or access servitude to adjacent property.”

24.7.1.5 Residential Lot Frontage (Access) (pg. 37)

Revise 2<sup>nd</sup> sentence to read as follows:

“All residential units must have as its primary means of access either a publicly dedicated street, alley, or on a non-publicly dedicated private street built to public standards ~~passageway~~ for vehicular traffic.”

*March 11, 2009*

# Houma-Terrebonne Regional Planning Commission

## Subdivision Regulations Review

### Altering drainage plan after development is completed

**Item 19**      Altering drainage plan after development

**Issue:**

Thousands of dollars are spent designing, approving, and inspecting drainage systems for new developments but apparently no prohibition exist on changing the designs after the subdivision receives final approval.

**Proposal:**

24.2 General (pg. 1)

Add sentence after 3<sup>rd</sup> paragraph to read as follows:

“It shall constitute a violation of this ordinance for anyone to alter a subdivision drainage plan constructed with Planning Commission review and approval without a letter of ‘no adverse effect’ from the Department of Public Works Engineering Division, a copy of which shall be forwarded to the Houma-Terrebonne Regional Planning Commission for inclusion in the respective subdivision file.”

*March 11, 2009*

# Houma-Terrebonne Regional Planning Commission

## Subdivision Regulations Review

### Lapse between Conceptual/Preliminary Approval(s) and Engineering Approval

**Item 13** Requirement of at least one meeting period between conceptual/preliminary approval(s) and engineering approval

**Issue:**

From a time standpoint, there should be time between the conceptual/preliminary approval(s) and engineering approval meetings so that:

1. If there are any substantial revisions to the conceptual/preliminary plan(s), there will be time for these to be submitted and approved before moving onto the next phase of approval;
2. The public will be able to view and respond to any revised conceptual/preliminary plan(s) in an open forum;
3. The public may miss the process if conceptual/preliminary and engineering is held in the same meeting therefore not being properly informed about the process or allowed to participate in the process; and
4. It will give the commissioners adequate time to evaluate each plan and respond accordingly.

**Proposal:**

24.5.3.3 Process C: Engineering Approval (pg. 17)

Add sentence between the 1<sup>st</sup> and 2<sup>nd</sup> sentence to read as follows:

“The purpose of the engineering approval phase is to consider the engineering plans of the proposed subdivision. The engineering approval process cannot be requested at the same meeting that the conceptual/preliminary is submitted for approval. The prerequisites of the Engineering Plan are listed in Section 24.5.4.5.”

*March 11, 2009*

# Houma-Terrebonne Regional Planning Commission

## Subdivision Regulations Review

### Access to major subdivisions

**Item 11** Proper access to subdivisions (ingress/egress)

**Issue:**

From a point of public safety and the care of the health and welfare of citizens of Terrebonne Parish, major subdivisions of 24 or more lots should have either two streets of public access and egress or a boulevard that continues to the first cross street of the subdivision.

1. On all EMS calls, the National Fire Protection Association (NFPA) 1710 (standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments) establishes a turnout time of one minute, and four minutes or less, for the arrival of a unit with first responder or higher level capabilities at an emergency medical incident. This objective should be met 90% of the time.
2. The American Heart Association's scientific position is that brain death and permanent death start to occur in 4 to 6 minutes after someone experiences cardiac arrest. Cardiac arrest can be reversible if treated within a few minutes with an electric shock and advanced life support intervention to restore a normal heartbeat. Verifying this standard are studies showing that a victim's chances of survival are reduced by 7% to 10% with every minute that passes without defibrillation and advanced life support intervention. Few attempts at resuscitation succeed after 10 minutes.
3. The boston.com news show that property damage from a fire rises from \$20,000+ with a less than 3 minute arrival to greater than \$60,000 loss with an arrival time of over 9 minutes.

**Proposal:**

24.7.1.1.1 Streets (Urban Service District & Urban Planning Area) (pg. 32)

Add sentence after the end of the 1<sup>st</sup> paragraph to read as follows:

"All major subdivisions of greater than 24 lots shall have either two public streets of access and egress or a boulevard that continues to the first cross street of the subdivision."

24.7.1.2.1 Streets (Rural Residential) (pg. 33)

Add sentence after the end of the 1<sup>st</sup> paragraph to read as follows:

"All major subdivisions of greater than 24 lots shall have either two public streets of access and egress or a boulevard that continues to the first cross street of the subdivision."