

MINUTES

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)

MEETING OF APRIL 19, 2018

- A. The Chairman, Dr. L.A. “Budd” Cloutier, Jr., Chairman, called to order the regular meeting of April 19, 2018 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 6:06 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by him and the Pledge of Allegiance led by Mr. Jim Erny.
- B. Upon Roll Call, present were: Mr. Joseph “Joey” Cehan; Dr. L.A. “Budd” Cloutier, Jr., Chairman; Mr. James Erny; Mrs. Angi Falgout, Secretary/Treasurer; Mrs. Gloria Foret; Mr. Jeremy Kelley; Mr. Alex Ostheimer, Vice-Chairman; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Mr. Keith Kurtz. Also present was Mr. Christopher Pulaski, Director, Department of Planning & Zoning, and Mr. Laddie Freeman, Legal Advisor.
- C. CONFLICTS DISCLOSURE: The Chairman reminded the Commissioners that if at any time tonight, a conflict of interest exists, arises or is recognized, as to any issue during this meeting, he or she should immediately disclose it, and is to recuse him or herself from participating in the debate, discussion, and voting on that matter.
- D. ACCEPTANCE OF MINUTES:
1. Mr. Thibodeaux moved, seconded by Mr. Kelley: “THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of March 15, 2018.”
- The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mrs. Foret; Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Mrs. Falgout moved, seconded by Mr. Erny: “THAT the HTRPC emit payment for the April 19, 2018 invoices and approve the Treasurer’s Report of March 2018.”
- The Chairman called for a vote on the motion offered by Mrs. Falgout. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mrs. Foret; Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. COMMUNICATIONS:
1. Mr. Pulaski read a letter from Leonard Chauvin P.E., P.L.S., Inc.’s office, dated April 19, 2018 requesting Item G.1 regarding Russell Every Townhomes be withdrawn [See *ATTACHMENT A*].
- a) Discussion was held with regard to the core issue with the development was that a residential building park cannot be built along a minor street which was classified by South Central Planning per the request of Staff.
- b) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC withdraw the conceptual and preliminary application for Process B, Residential Building Park, for Russell Every Townhomes as per the Developer’s request [See *ATTACHMENT A*].”
- The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mrs. Foret; Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- G. OLD BUSINESS:
1. WITHDRAWN. *Russell Every Townhomes* [See *ATTACHMENT A*]
- H. APPLICATIONS:
1. The Chairman called to order the Public Hearing for an application by The Buquet Corporation requesting approval for Process A, Raw Land Division, for Property belonging to The Buquet Corporation.
- a) Ms. Alisa Champagne, Charles L. McDonald Land Surveyor, Inc., representing The Buquet Corporation, discussed the location and division of property.
- b) No one from the public was present to speak.

- c) Mr. Thibodeaux moved, seconded by Mrs. Falgout: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mrs. Foret; Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon addresses being depicted on the plat and the property being tied to a monument or intersection.
- e) Mr. Erny moved, seconded by Mr. Kelley: “THAT the HTRPC grant approval of the application for Process A, Raw Land Division, for Property belonging to The Buquet Corporation conditioned upon addresses being depicted on the plat and the property being tied to a monument or intersection.”

The Chairman called for a vote on the motion offered by Mr. Erny. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mrs. Foret; Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 2. The Chairman called to order the Public Hearing for an application by Jackie Anthony Marie requesting approval for Process D, Minor Subdivision, for Tracts 1-A, 1-B, 1-C, & 1-D, A Division of Tract 1 belonging to Jackie Anthony Marie.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, representing Mr. Marie, discussed the location and division of property. He indicated Ms. Courtney Dickerson with Board of Health overlooked the inspection and requested conditional approval provided upon their approval.
- b) No one from the public was present to speak.
- c) Mrs. Falgout moved, seconded by Mr. Kelley: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Mrs. Falgout. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mrs. Foret; Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of an approval letter from LA Department of Health.
- e) Mr. Erny moved, seconded by Mrs. Falgout: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts 1-A, 1-B, 1-C, & 1-D, A Division of Tract 1 belonging to Jackie Anthony Marie conditioned upon the submittal of an approval letter from LA Department of Health.”

The Chairman called for a vote on the motion offered by Mr. Erny. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mrs. Foret; Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 3. The Chairman called to order the Public Hearing for an application by Doris M. Cox Abramson requesting approval for Process D, Minor Subdivision, for Tracts A and B, Property belonging to Doris M. Cox Abramson, et al.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, representing Mr. Marie, discussed the location and division of property. He requested conditional approval provided upon approval from the Board of Health.
- b) No one from the public was present to speak.

- c) Mrs. Falgout moved, seconded by Mr. Erny: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Mrs. Falgout. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mrs. Foret; Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of an approval letter from LA Department of Health.

- e) Mr. Erny moved, seconded by Mrs. Falgout: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts A and B, Property belonging to Doris M. Cox Abramson, et al conditioned upon the submittal of an approval letter from LA Department of Health.”

The Chairman called for a vote on the motion offered by Mr. Erny. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mrs. Foret; Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 4. The Chairman called to order the Public Hearing for an application by Terrebonne Parish Consolidated Government requesting approval for Process A, Re-Subdivision, for portions of Lots 4, 5, & 6, Block 1 of the subdivision titled Bayouside Lots along Highway 311, Matherne Realty Partnership, LLC.

- a) Mr. Cehan indicated he would abstain from any and all discussion and consideration of this application due to him being employed by the Terrebonne Parish Consolidated Government.

- b) Mr. Pulaski, on behalf of TPCG, discussed the location and division of property. He indicated these lots were to be donated to the Parish for use associated with construction and operation of a pump station in the 1-1A forced drainage system (Little Bayou Black).

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

- d) Mrs. Falgout moved, seconded by Mr. Kelley: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Mrs. Falgout. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mrs. Foret; Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- e) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval.

- f) Discussion was held with regard to the bayou not being owned by the Parish. Mrs. Amber Plessala, T. Baker Smith, LLC, indicated the pump station would be mostly on the bature and partially in the canal and that they have applied for a state lands permit.

- g) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC grant approval of the application for Process A, Re-Subdivision, for portions of Lots 4, 5, & 6, Block 1 of the subdivision titled Bayouside Lots along Highway 311, Matherne Realty Partnership, LLC.”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mrs. Foret; Mr. Kelley, and Mr. Ostheimer; NAYS: None; ABSTAINING: Dr. Cloutier and Mr. Thibodeaux; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 5. The Chairman called to order the application by Low Land Investors, LLC requesting engineering approval for Process C, Major Subdivision, for High Land Development.

- a) Ms. Joan Schexnayder, on behalf of the TPCG Engineering Division, read a memo, dated April 19, 2018, concerning the punch list items for the development [See ATTACHMENT B].

- b) Mr. Sterling Boudreaux, representing Low Land Investors, LLC, stated they could comply/resolve all punch list items.

- c) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC grant engineering approval of the application for Process C, Major Subdivision, for High Land Development conditioned upon the developer complying/resolving all punch list items per the TPCG Engineering Division’s memo dated April 19, 2018 [See ATTACHMENT B].”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mrs. Foret; Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

I. STAFF REPORT:

1. Mr. Pulaski spoke on the American Planning Association’s National Conference coming up on April 21-24, 2018 that he would be attending as well as Mr. Thibodeaux.
2. Mr. Pulaski discussed repairs made on the meeting room equipment in the amount of \$2,858.10 and that it was requested the Planning Commission and other entities that utilize the meeting room to help pay for said repairs. He asked the Commission if they would contribute \$500.
 - a) Mr. Thibodeaux moved, seconded by Mr. Cehan: “THAT the HTRPC contribute \$500 to the TPCG Council to help pay for meeting room repairs.”

The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Cehan, Mrs. Falgout, Mrs. Foret; Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: Mr. Erny; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

J. ADMINISTRATIVE APPROVALS:

Mr. Kelley moved, seconded by Mr. Cehan: “THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-3.”

1. Lot Line Shift between Property belonging to Clark J. Robertson & Chad P. Robertson, et al, Section 3, T16S-R17E, Terrebonne Parish, LA
2. Revised Lots 3 & 4, A Redivision of Revised Lot 3 and Lots 4 & 5, F.J. Matherne Subdivision, Section 41, T17S-R18E, Terrebonne Parish, LA
3. Revised Lots 1 & 2 of Block 4, A Redivision of Lots 1 & 2 in Deroche Estates, Section 4, T17S-R17E, Terrebonne Parish, LA

The Chairman called for a vote on the motion offered by Mr. Kelley. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mrs. Foret; Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

K. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee:
 - a) Mr. Mike Sobert, Consolidated Waterworks District No. 1, discussed proposed changes they wanted to make to their subdivision requirements in order to stop dead end water lines and stagnant water in order to help prevent bacteria in the water.

Mr. Kelley left the meeting at this time – 7:00 pm.

L. COMMISSION COMMENTS:

1. Planning Commissioners’ Comments: None.
2. Chairman’s Comments:
 - a) The Chairman thanked everyone who have done the required Ethics Training to date and that roll call would be taken at the next meeting.

M. PUBLIC COMMENTS:

1. The Chairman recognized Ms. Louise Bourg, 204 North Project Road, who discussed complaints to the two existing duplexes being built on 302 Horseshoe Road. She indicated a port-a-let blew over and caused waste to be deposited on ground, trash all over that wind was blowing on neighboring properties, and there being no electrical facilities and all work is being done by means of a generator which was loud.
 - a) Mr. Pulaski indicated there was an active permit on file for the two duplexes and he would inform the Certified Building Official and Inspectors of the issues for when they do their inspections.

N. Mr. Erny moved, seconded Mrs. Falgout: “THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 7:08 p.m.”

The Chairman called for a vote on the motion offered by Mr. Erny. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mrs. Foret; Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

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

627 JACKSON STREET
THIBODAUX, LA. 70301

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

Item E.1

April 19, 2018

Via Email

Terrebonne Parish Consolidated Government
Attn: Chris Pulaski

***Re: Russel Every Townhomes – Residential Building Park at 302
Horseshoe Rd. Schriever, Louisiana***

Mr. Pulaski,

We are requesting to completely remove this item from the Terrebonne Parish Planning Commission agenda. We will re-submit the planning application and site plan at a later date. If you have any questions please contact our office.

Sincerely,



Tre' Chauvin
Leonard Chauvin PE, PLS Inc.



TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

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

P.O. BOX 2768
HOUMA, LOUISIANA 70361

April 19, 2018
Item No. H-5

TO: Christopher M. Pulaski
FROM: Joan E. Schexnayder, P.E. *JES*
SUBJECT: Highland Development
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. 24.7.6.2.6 Does not conform to the SDDM:
 - a. V.A.2 Servitude for each utility needs to be shown on the plat.
 - b. V.A.4 Elevations need to be shown on the rear property lines on the drainage plan.
 - c. V.A.8 Proposed lot grades and ditches should also be shown on the existing cross-sections.
 - d. V.A.8 Existing grading on the lots do not match the drainage plan.
 - e. V.C.9 The drainage ditch between lot 7 & 8 needs to have a culvert installed for servitude to remain at a width of 20 feet.
 - f. V.C.18 Correct culvert sizes need to be shown on the plat.
 - g. V.C.18 The 6020 calculations and the culverts on the drainage plan do not match.
 - h. VIII.A Cross-sections of the outfalls are required. Servitude on each outfall should meet the regulations.
2. 24.5.4.6.7 Approval letters should be provided from the following utilities:
 - a. Department of Health and Hospitals for water and sewer
3. 24.7.5.2 Approval from TPCG Utilities for street lights should be provided.
4. 24.7.5.2 Street light standards are required.
5. 24.7.5.2 Street light spacing is greater than the required 300 feet.
6. 24.7.6.4 Benchmark not shown on plat. The benchmark shall be concrete or steel pipe filled with concrete and a minimum of four inches square or four inches in diameter with a brass or aluminum disk embedded in the top and shall be placed within the public rights-of-way, but not more than two feet from any property line measuring perpendicular to the property line that parallels the right-of-way.

~~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.~~

JES/bbd

cc: Eugene P. Robichaux, P.E.
Ernest Brown
Planning Commission
Engineering Division
Reading File
Council Reading File

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