

## MINUTES

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

#### MEETING OF APRIL 20, 2017

- A. The Chairman, Dr. L.A. “Budd” Cloutier, Jr., Chairman, called to order the regular meeting of April 20, 2017 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 6:10 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by him and the Pledge of Allegiance led by Mr. Alex Ostheimer.
- B. Upon Roll Call, present were: Mr. Joseph Cehan, Jr.; Dr. L.A. “Budd” Cloutier, Jr., Chairman; Mr. James Erny; Mrs. Gloria Foret; Mr. Jeremy Kelley; Mr. Keith Kurtz; and Mr. Alex Ostheimer, Vice-Chairman. Absent at the time of Roll Call were: Mrs. Angi Falgout, Secretary/Treasurer and Mr. Wayne Thibodeaux. 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. Kelley moved, seconded by Mr. Erny: “THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of March 16, 2017.”  
  
The Chairman called for a vote on the motion offered by Mr. Kelley. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Foret, Mr. Kelley, Mr. Kurtz, and Mr. Ostheimer; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout and Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Mr. Erny moved, seconded by Mrs. Foret: “THAT the HTRPC emit payment for the April 20, 2017 invoices and approve the Treasurer’s Report of March 2017.”  
  
The Chairman called for a vote on the motion offered by Mr. Erny. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Foret, Mr. Kelley, Mr. Kurtz, and Mr. Ostheimer; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout and Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
1. Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC accept the Louisiana Compliance Questionnaire for the 2016 Audit.”  
  
The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Foret, Mr. Kelley, Mr. Kurtz, and Mr. Ostheimer; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout and Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. COMMUNICATIONS:
1. Mr. Pulaski read a letter from Keneth L. Rembert Land Surveyors, dated April 19, 2017, requesting to table Item G.2 with regard to Lots 10-A & 10-B, A Redivision of Lot 10, Block 1, Bernard Subdivision [See *ATTACHMENT A*].
  2. Mr. Pulaski read a letter from David A. Waitz Engineering and Surveying, Inc., dated April 20, 2017, requesting to withdraw Item G.6 with regard to Cenac Estates Subdivision, Phase 1 [See *ATTACHMENT B*].
- G. APPLICATIONS:
1. The Chairman called to order the Public Hearing for an application by Melissa LeBlanc Besson requesting approval for Process D, Minor Subdivision, for the Redivision of Lot 15, Block 2 of Grand Caillou Heights Subdivision.
    - a) Mr. Galen Bollinger, Charles L. McDonald Land Surveyor, representing Mr. & Mrs. Besson, discussed the location and division of property.
    - b) No one from the public was present to speak.
    - c) Mr. Erny moved, seconded by Mr. Kelley: “THAT the Public Hearing be closed.”  
  
The Chairman called for a vote on the motion offered by Mr. Erny. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Foret, Mr. Kelley, Mr. Kurtz, and Mr. Ostheimer; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout and Mr. Thibodeaux. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon submittal of all utility letters and the location and type of survey monument be depicted on the plat.
- e) Mr. Erny moved, seconded by Mr. Cehan: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, Redivision of Tract “A” belonging to Keljo Enterprises, L.L.C. conditioned upon the submittal of all utility letters.”

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

2. TABLED until the next regular meeting of May 18, 2017 as per the Developer’s request. *Lots 10-A & 10-B, A Redivision of Lot 10, Block 1, Bernard Subdivision.* [See ATTACHMENT A]

3. The Chairman called to order the Public Hearing for an application by Dianne N. Brien requesting approval for Process D, Minor Subdivision, for Tracts A & B, A Redivision of Tract A-B-C-D-A belonging to the Russel & Dianne Brien Trust.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, representing Mrs. Brien, discussed the location and division of property.
- b) No one from the public was present to speak.
- c) Mr. Erny moved, seconded by Mr. Kelley: “THAT the Public Hearing be closed.”

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval with no conditions.
- e) Mr. Erny moved, seconded by Mr. Kelley: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, Tracts A & B, A Redivision of Tract A-B-C-D-A belonging to the Russel & Dianne Brien Trust.”

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

4. The Chairman called to order the Public Hearing for an application by Ken Bergeron requesting approval for Process D, Minor Subdivision, for Tracts 8-A, 8-B & 8-C, A Redivision of Tract 8 belonging to Ken P. Bergeron, et al.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, representing Mrs. Brien, discussed the location and division of property.
- b) No one from the public was present to speak.
- c) Mr. Erny moved, seconded by Mr. Cehan: “THAT the Public Hearing be closed.”

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval with no conditions.
- e) Mr. Erny moved, seconded by Mr. Cehan: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, Tracts 8-A, 8-B & 8-C, A Redivision of Tract 8 belonging to Ken P. Bergeron, et al.”

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

ABSENT: Mrs. Falgout and Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

5. The Chairman called to order the Public Hearing for an application by Glenn Doherty requesting approval for Process D, Minor Subdivision, for the Survey and Redivision of Raw Land Tract 2 belonging to Glenn F. Doherty into Tract 2.
  - a) Mr. John Daigle, David A. Waitz Engineering & Surveying, Inc., representing Mr. Doherty, discussed the location and division of property and the desire to convert this tract from raw land to a developable lot.
  - b) No one from the public was present to speak.
  - c) Mr. Kelley moved, seconded by Mrs. Foret: "THAT the Public Hearing be closed."

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided an approval letter was received from the Terrebonne Parish Engineering Division with no conditions.
- e) Mr. Erny moved, seconded by Mr. Kelley: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for the Survey and Redivision of Raw Land Tract 2 belonging to Glenn F. Doherty into Tract 2 conditioned upon submittal of an approval letter from the Terrebonne Parish Engineering Division with no conditions."

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

6. WITHDRAWN. *Cenac Estates Subdivision, Phase I* [See ATTACHMENT B]

#### H. STAFF REPORT:

Mr. Ostheimer moved, seconded by Mr. Kelley: "THAT the HTRPC ratify the 2016 HTRPC Annual Report and forward it to the Parish President and Terrebonne Parish Council."

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

1. Discussion was held with regard to the Update to the Master Plan and that they intended on showing the presentation to TEDA. They were awaiting a response from the Council and possibly showing the presentation to them at the same time.

#### I. ADMINISTRATIVE APPROVALS:

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

1. Tracts 1A & 1B, A Redivision of Tract 1 belonging to Robert J. Blanchard, et al, Sections 3 & 13, R18S-R18E, Terrebonne Parish, LA
2. Revised Tracts "A", "B", and "D", Property of S & A Capital Investments, L.L.C., Sections 7 & 8, T16S-R17E, Terrebonne Parish, LA
3. Lot Line Adjustment between Lot 6 and Lot 7, Block 1 of Lisa Park Subdivision, Section 4, T17S-R17E, Terrebonne Parish, LA

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

#### J. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee: None.

K. COMMISSION COMMENTS:

1. Planning Commissioners' Comments: None.
2. Chairman's Comments:
  - a) The Chairman inquired about Commissioners completing the mandatory Ethics Training Course and requested reminders be sent to those who haven't yet completed.

L. PUBLIC COMMENTS: None.

- M. Mr. Erny moved, seconded Mr. Kelley: "THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 6:33 p.m."

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

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