

MINUTES

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)

MEETING OF APRIL 25, 2019

- A. The Chairman, Dr. L.A. “Budd” Cloutier, Jr., called to order the regular meeting of April 25, 2019 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 6:05 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by him and the Pledge of Allegiance led by Mr. Jeremy Kelley.
- B. Upon Roll Call, present were: Mr. Joseph “Joey” Cehan; Dr. L.A. “Budd” Cloutier, Jr., Chairman; Mr. Kyle Faulk; Mrs. Gloria Foret; Mr. Jeremy Kelley, Vice-Chairman; and Mr. Phillip Livas. Absent at the time of Roll Call was: Mrs. Angi Falgout, Secretary/Treasurer; Mr. Keith Kurtz; 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. Cehan: “THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of March 21, 2019.”

The Chairman called for a vote on the motion offered by Mr. Kelley. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Livas; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout, Mr. Kurtz & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Mr. Kelley moved, seconded by Mr. Cehan: “THAT the HTRPC emit payment for the April 25, 2019 invoices and approve the Treasurer’s Report of March 2019.”

The Chairman called for a vote on the motion offered by Mr. Kelley. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Livas; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout, Mr. Kurtz & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. COMMUNICATIONS:
1. Mr. Pulaski read a letter from Charles L. McDonald Land Surveyor, Inc., dated April 4, 2019, requesting to table Item G.1 with regard to the Redivision of Property belonging to Kenneth H. Wright, et ux until the next regular meeting of May 16, 2019 [May 23, 2019 if Item I.3 approved] [See ATTACHMENT A].
 - a) Mr. Kelley moved, seconded by Mr. Livas: “THAT the HTRPC table the application by Neta Wright for Process D, Minor Subdivision for the Redivision of Property belonging to Kenneth H. Wright, et ux until the next regular meeting of May 16, 2019 [May 23, 2019 if Item I.3 approved] as per the Developer’s request [See ATTACHMENT A].”

The Chairman called for a vote on the motion offered by Mr. Kelley. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Livas; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout, Mr. Kurtz & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- G. OLD BUSINESS:
1. Withdrawn. *Redivision of Property belonging to Kenneth H. Wright, et ux* [See ATTACHMENT A]
- H. APPLICATIONS:
1. The Chairman called to order the Public Hearing for an application by Scott G. & Rana Moise requesting approval for Process D, Minor Subdivision, for Lots 6A-1 and 6A-2, Block 6, Addendum No. 2, A Redivision of Revised Lot 6A of Hollywood Fields Subdivision.
 - a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He requested the matter be tabled for 60 days in order for his client to install a waterline.
 - b) No one was present to speak on the matter.

- 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. Faulk, Mrs. Foret, Mr. Kelley, Mr. Livas; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout, Mr. Kurtz & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Kelley moved, seconded by Mrs. Foret: "THAT the HTRPC table the application for Process D, Minor Subdivision, for Lots 6A-1 and 6A-2, Block 6, Addendum No. 2, A Redivision of Revised Lot 6A of Hollywood Fields Subdivision for 60 days (June 20, 2019) as per the Developer's request."

- e) Mr. Rembert expressed concern of approval prior to spending money on the waterline. It was discussed that the only condition would've been approval from Waterworks which will obviously happen once the waterline is installed.

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

- 2. The Chairman called to order the Public Hearing for an application by Robert J. Carriles requesting approval for Process D, Minor Subdivision, for Tracts 1 thru 7. A Redivision of Property belonging to Robert J. Carriles.

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

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

- c) Mr. Faulk moved, seconded by Mr. Cehan: "THAT the Public Hearing be closed."

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval provided upon the location of the newly installed hydrant be depicted on the plat.

- e) Mr. Kelley moved, seconded by Mr. Faulk: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts 1 thru 7. A Redivision of Property belonging to Robert J. Carriles conditioned upon the location of the newly installed hydrant be depicted on the plat."

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

- 3. The Chairman called to order the Public Hearing for an application by Gerald Bonvillain requesting approval for Process D, Minor Subdivision, for Tracts C-1 & C-2 and Revised Tracts B & D, A Portion of Property belonging to Gerald Bonvillain, et al.

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

- b) Discussion was held with regard to putting the Road & Drainage Maintenance Agreement on the plat as well as it being recorded in the courthouse.

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

- d) Mr. Kelley moved, seconded by Mr. Faulk: "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. Faulk, Mrs. Foret, Mr. Kelley, Mr. Livas; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout, Mr. Kurtz & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- e) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval provided upon the submittal of all utility letters and approval of the variances provided the applicant submits a letter from the Bayou Black Fire District certifying the dry hydrant meets applicable standards and the notarized and fully executed Road and Drainage Maintenance Agreement be recorded with the Terrebonne Parish Clerk of Court.
- f) Discussion was held with regard to the integrity of the limestone road and if the fire department has any issues with it.
- g) Arlene Bonvillain, 106 Alligator Court, stated the road has been in existence for a very long time and is very packed.
- h) Mr. Pulaski stated he would amend his Staff Recommendation for the letter from the Fire Department to indicate when the dry hydrant is installed and include their approval of the limestone roadway.
- i) Mr. Freeman discussed this matter being similar to the old Family Partition regulations which have been done away with and discouraged.
- j) Discussion was held with regard to Mrs. Bonvillain's lot being divided in the early nineties and the pre-app meeting held at Mr. Pulaski's office with regard to the division of property, road and drainage maintenance agreement, and street.
- k) Mr. Faulk moved, seconded by Mr. Kelley: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts C-1 & C-2 and Revised Tracts B & D, A Portion of Property belonging to Gerald Bonvillain, et al with variances granted for a dry hydrant along with a letter from the Bayou Black Fire District certifying the dry hydrant meets applicable standards, is installed, and they accept the existing limestone road for access and from the required road frontage to accept the notarized and fully executed Road and Drainage Maintenance Agreement and it be recorded with the Terrebonne Parish Clerk of Court and conditioned upon the submittal of all utility letters."

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

- 4. The Chairman called to order the Public Hearing for an application by L-M Limited Partnership requesting approval for Process D, Minor Subdivision, for the Subdivision of Property belonging to L-M Limited Partnership into Tracts 5A, 5B, 5C, 5D, 5E (Raw Land), 6A and 6B near LA Hwy. 182 and LA Hwy. 662, Gibson.

- a) Mr. David Boudreaux, Delta Coast Consultants, LLC, discussed the location and division of property.
- b) No one from the public was present to speak on the matter.
- c) Mr. Kelley moved, seconded by Mr. Faulk: "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. Faulk, Mrs. Foret, Mr. Kelley, Mr. Livas; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout, Mr. Kurtz & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval.
- e) Mr. Kelley moved, seconded by Mr. Faulk: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for the Subdivision of Property belonging to L-M Limited Partnership into Tracts 5A, 5B, 5C, 5D, 5E (Raw Land), 6A and 6B near LA Hwy. 182 and LA Hwy. 662, Gibson."

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

5. The Chairman called to order the Public Hearing for an application by Onshore Materials, LLC requesting conceptual and preliminary approval for Process C, Major Subdivision, for Imperial Landing Subdivision, Phase C.

- a) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., discussed the location and division of property.
- b) No one from the public was present to speak on the matter.
- c) Mr. Faulk moved, seconded by Mr. Cehan: "THAT the Public Hearing be closed."

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval conditioned upon the submittal of all utility letters.
- e) Discussion was held with regard to a variance that would have to be requested for Phase A at the final stage concerning average daily traffic.
- f) Mr. Kelley moved, seconded by Mr. Faulk: "THAT the HTRPC grant conceptual & preliminary approval of the application for Process C, Major Subdivision, for Imperial Landing Subdivision, Phase C conditioned upon the submittal of all utility letters."

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

6. The Chairman called to order the Public Hearing for an application by Randolph A. Bazet, III, et ux requesting approval for Process D, Minor Subdivision, for Water's Edge Campsites, Lots 1-14, A Redivision of Property belonging to Randolph A. Bazet, III, et ux.

- a) Mr. Kim Knight, T. Baker Smith, LLC, discussed the location and division of property.
- b) No one from the public was present to speak on the matter.
- c) Mr. Cehan moved, seconded by Mr. Kelley: "THAT the Public Hearing be closed."

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended tabling the matter to allow applicant to satisfy engineering conditions of approval, submit Board of Health approval letter, and submit proof of the fire hydrant installation. He stated should the commission wish to conditionally approve the application, it would be for the same items it would've been tabled for.
- e) Discussion was held with regard to the cost of the fire hydrant and tabling versus conditionally approving. Discussion ensued with regard to there being a note on the plat indicating nothing is to be built on the batture property.
- f) Mr. Cehan moved, seconded by Mr. Faulk: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Water's Edge Campsites, Lots 1-14, A Redivision of Property belonging to Randolph A. Bazet, III, et ux. conditioned upon the applicant satisfying the engineering conditions of approval, submitting a Board of Health approval letter, and submitting proof of the fire hydrant installation."

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

7. The Chairman called to order the Public Hearing for an application by Irvin J. Naquin requesting approval for Process D, Minor Subdivision, for Tract T-1A, T-1B, & T-1C, A Redivision of Tract T-1 belonging to Irvin J. Naquin.

- a) Mr. Kim Knight, T. Baker Smith, LLC, discussed the location and division of property.
- b) No one from the public was present to speak on the matter.
- c) Mr. Kelley moved, seconded by Mr. Cehan: "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. Faulk, Mrs. Foret, Mr. Kelley, Mr. Livas; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout, Mr. Kurtz & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended tabling the matter to allow applicant to satisfy Engineering conditions of approval and submit proof of the fire hydrant installation.
- e) Mr. Kelley moved, seconded by Mr. Cehan: "THAT the HTRPC table the application for Process D, Minor Subdivision, for Tract T-1A, T-1B, & T-1C, A Redivision of Tract T-1 belonging to Irvin J. Naquin until the next regular meeting of May 16, 2019 [May 23, 2019 if Item I.3 approved]."

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

I. STAFF REPORT:

- 1. Mr. Kelley moved, seconded by Mr. Faulk: "THAT the HTRPC approve and accept the 2018 HTRPC Annual Report."

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

- 2. The Chairman requested the names of the Commissioners who had yet to complete the required annual Ethics Training Course. The Minute Clerk stated that Mrs. Falgout, Mr. Faulk, and Mr. Kurtz had not yet completed the training and were encouraged to do so as soon as possible.
- 3. Mr. Pulaski requested the May meeting be pushed back a week due to a conflict with his schedule.
 - a) Mr. Kelley moved, seconded by Mr. Faulk: "THAT the HTRPC move the May 16, 2019 HTRPC meeting to May 23, 2019."

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

J. ADMINISTRATIVE APPROVALS:

Mr. Cehan moved, seconded by Mr. Livas: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-5."

- 1. Lot Line Adjustment of properties belonging to Shell Oil Company, Section 81, T16S-R15E & Section 30, T16S-R15E, Terrebonne Parish, LA
- 2. Tracts "B-1" & "B-2", A Redivision of Property belonging to Geralyn Hotard Verdin, et al, Section 59, T18S-R19E, Terrebonne Parish, LA
- 3. Revised Lots 30 & 31 of Block 1, South Ellendale Estates Subdivision, Sections 72 & 81, T17S-R16E, Terrebonne Parish, LA
- 4. Lot Line Shift between Lots 38 & 39 of Ellendale Subdivision, Section 80, T17S-R16E, Terrebonne Parish, LA
- 5. Lots 4 & 5, Block 1 of Burlington Resources Subdivision into Lots 4-A & 5-A, Block 1 of Burlington Resources Subdivision, Section 95, T20S-R18E & T21S-R18E, Terrebonne Parish, LA

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

K. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee:
 - a) Mr. Pulaski stated that a meeting hadn't been scheduled so there was nothing to report as of yet.

L. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:
 - a) Discussion was held with regard to taking a new Planning Commission photo at the next meeting.
2. Chairman's Comments: None.

M. PUBLIC COMMENTS: None.

N. Mr. Cehan moved, seconded Mr. Kelley: "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 Mr. Cehan. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Livas; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout, Mr. Kurtz & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

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

Charles L. McDonald
Land Surveyor, Inc.
P O Box 1390
Gray, Louisiana 70359
Tele: (985) 876-4412 Fax: (985) 876-4806

Charles L. McDonald, PLS

Galen F. Bollinger, PLS

April 4, 2019

Houma Terrebonne Regional Planning Commission
Attn: Becky Becnel
P O Box 1446
Houma, LA 70361

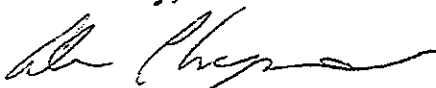
⁶¹
Re: April 18, 2019 Agenda Item G.2. a) – Redivision of Property
belonging to Kenneth H. Wright, et ux / Process D. Minor
Subdivision / 6622 West Park Avenue, Terrebonne Parish, LA /
Council District 3 / Bayou Cane Fire District / Neta Wright /
Charles L. McDonald Land Surveyor, Inc.

Dear Becky:

I'm requesting that the above referenced agenda item on the April 18,
2019 Planning Commission's agenda be tabled until the May ~~16,~~
2019's agenda. ₂₃

Feel free to call me if you have any questions.

Sincerely,



Alisa Champagne,
(agent for Neta Wright)

