

## MINUTES

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

#### MEETING OF AUGUST 17, 2017

- A. The Chairman, Dr. L.A. “Budd” Cloutier, Jr., Chairman, called to order the regular meeting of August 17, 2017 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 6:28 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: Dr. L.A. “Budd” Cloutier, Jr., Chairman; Mr. James Erny; Mrs. Angi Falgout, Secretary/Treasurer; Mrs. Gloria Foret; Mr. Jeremy Kelley; Mr. Keith Kurtz; Mr. Alex Ostheimer, Vice-Chairman. Absent at the time of Roll Call were: Mr. Joseph “Joey” Cehan 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.
1. Mr. Erny indicated he would recuse himself from Item I.1 with regard to Evangeline Estates Subdivision.
- 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 special meeting of July 13, 2017 and for the regular meeting of July 20, 2017.”
- The Chairman called for a vote on the motion offered by Mr. Kelley. THERE WAS RECORDED: YEAS: Mr. Erny, Mrs. Falgout, Mrs. Foret, Mr. Kelley, Mr. Kurtz, and Mr. Ostheimer; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Cehan and Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Mrs. Falgout moved, seconded by Mr. Kelley: “THAT the HTRPC emit payment for the August 17, 2017 invoices and approve the Treasurer’s Report of July 2017.”
- The Chairman called for a vote on the motion offered by Mrs. Falgout. THERE WAS RECORDED: YEAS: Mr. Erny, Mrs. Falgout, Mrs. Foret, Mr. Kelley, Mr. Kurtz, and Mr. Ostheimer; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Cehan and Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. PLANNING:
1. Planning Commissioners’ Comments:
    - a) Mr. Ostheimer discussed a Water Management Plan Grant that he read in the paper and surprised to see Mr. Pulaski had already applied for the grant. Discussion was held with regard to the full application being due in early September.
  2. Administration’s Comments:
    - a) Mr. Pulaski stated they were going to have a Subdivision Regulations Review Committee meeting on August 24 to discuss fire hydrants. He stated he attended the Fire Chief’s Association’s meeting last night where they had their first of several discussions about fire hydrants and spacing.
  3. Chairman’s Comments: None.
- G. COMMUNICATIONS:
1. Mr. Pulaski read a letter from Keneth L. Rembert Land Surveyors, dated August 14, 2017, requesting to withdraw Item H.1 with regard to Property of S & A Capital Investments, LLC [See *ATTACHMENT A*].
    - a) Mr. Erny moved, seconded by Mr. Ostheimer: “THAT the HTRPC withdraw the application by S & A Capital Investments, LLC with regard to Tract D-1 and Lots 1 thru 3, A Redivision of Revised Tract D as per the Developer’s request.”

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

2. Mr. Pulaski read a letter from The Law Office of J. Rene Williams, representing the Cenac Family, dated August 16, 2017, requesting to table Item H.3 with regard to Cenac Estates Subdivision until the next regular meeting of September 21, 2017 [See *ATTACHMENT B*].

a) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC table the application by Cenac Family Properties, LLC with regard to Cenac Estates Subdivision until the next regular meeting of September 21, 2017 as per the Developer’s request.”

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

3. Mr. Pulaski read an email from David A. Waitz Engineering & Surveying, Inc., dated August 15, 2017, requesting to table Item I.1 with regard to Evangeline Estates Subdivision until the next regular meeting of September 21, 2017 [See *ATTACHMENT C*].

a) Mr. Ostheimer moved, seconded by Mr. Kelley: “THAT the HTRPC table the application by Evangeline Business Park, LLC with regard to Evangeline Estates Subdivision until the next regular meeting of September 21, 2017 as per the Developer’s request.”

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

4. Mr. Pulaski read a letter from Leonard Chauvin P.E., P.L.S., Inc., dated August 17, 2017, requesting to table Item I.3 with regard to the Jefferson Galliano Jr. property until the next regular meeting of September 21, 2017 [See *ATTACHMENT D*].

a) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC table the application by Jefferson Paul Galliano, Jr. with regard to Lot JG-1 until the next regular meeting of September 21, 2017 as per the Developer’s request.”

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

#### H. OLD BUSINESS:

Mr. Erny moved, seconded by Mrs. Falgout: “That the Old Business be removed from the table and considered at this time.”

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

1. WITHDRAWN as per the Developer’s request. *Tract D-1 and Lots 1 thru 3, A Redivision of Revised Tract D, Property belonging to S & A Capital Investments, L.L.C.* [See *ATTACHMENT A*]

2. The Chairman called to order the application by Brenda Kay Prestenbach requesting approval for Process D, Minor Subdivision, for Tracts 1-6, A Redivision of Property.

a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, representing Ms. Prestenbach, discussed the location and division of property. He requested conditional approval provided he put servitudes on the plat per Engineering’s request.

b) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of an approval letter from Terrebonne Parish Engineering Division with no conditions.

c) Ms. Joan Schexnayder, on behalf of the Terrebonne Parish Engineering Division, read a letter, dated July 26, 2017, with regard to the engineering review [See *ATTACHMENT E*].

- d) Mr. Erny moved, seconded by Mr. Ostheimer: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for the Tracts 1-6, A Redivision of Property, Property belonging to Brenda Kay Prestenbach conditioned upon the submittal of an approval letter from Terrebonne Parish Engineering Division.”

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

3. TABLED until the next regular meeting of September 21, 2017 as per the Developer’s request. *Cenac Estates Subdivision* [See *ATTACHMENT B*]
4. The Chairman called to order the application by Westgate Development, Inc. requesting final approval for Process C, Major Subdivision, for Parkwood Place Subdivision.
- a) The Chairman and Mr. Freeman discussed the application being expired due to conditions not being met per the special meeting in October 2016. Discussion ensued whether the application was valid and not being able to move forward.
- b) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., representing Westgate Development, Inc., indicated they were requesting final approval. He stated that while the bond wasn’t submitted back in October, the work had been completed.
- c) Discussion ensued with regard to being able to use the old application and whether to reconsider the application. Ms. Schexnayder indicated the development had been inspected and all that was needed to be in compliance was the letter of credit in the amount of \$200,000 [See *ATTACHMENT F*].
- d) Mr. Pulaski discussed the history of Parkwood along with the partnership with Terrebonne Parish to get the subdivision done and moving forward.
- e) Discussion ensued with regard to the need of a letter of credit despite the work being done. It was determined the original letter of credit was for work and the warranty whereas the new amount was just for the 1-year warranty period.
- f) Discussion ensued with regard to why the application was placed under Old Business, revising the application, setting a precedent, discussions with Parish Administration in agreement to move the project forward and place under Old Business, and the work being completed. Discussion ensued as to why Parish Administration wasn’t at the meeting to help answer any questions.
- g) The Chairman recognized Mr. Charles Giglio, Developer, who stated a \$900,000 bond was submitted to the Parish since before the October 2016 meeting and keeping that in place unless the Commission can approve to replace it with the \$200,000 surety bond for the warranty as discussed with Darrel Waire, Al Levron, Parish President Gordon Dove, and Mr. Pulaski.
- h) Discussion ensued with regard to the variance listed on the application as the old application that was just photocopied for this meeting.
- i) Mr. Erny moved, seconded by Mr. Ostheimer: “THAT the HTRPC grant final approval of the application for Process C, Major Subdivision, for Parkwood Place Subdivision as directed by Administration and recommended by Staff.”
- j) Mr. Freeman requested Mr. Erny be more clear in his motion and to include the surety bond.
- k) *Motion as amended.* Mr. Erny moved, seconded by Mr. Ostheimer: “THAT the HTRPC grant final approval of the application for Process C, Major Subdivision, for Parkwood Place Subdivision conditioned the warranty bond, letter of credit, or other surety or pledge acceptable to Parish Administration valued not less than \$200,000 shall be delivered by October 1, 2017.”
- l) Mr. Ostheimer offered a substitute motion, seconded by Mr. Erny: “THAT the HTRPC grant final approval of the application for Process C, Major Subdivision, for Parkwood Place Subdivision per the recommendation of Staff (warranty bond, letter of credit, or other surety or pledge acceptable to Parish Administration valued not less than \$200,000 shall be delivered by October 1, 2017) believing that all the negotiations of the Administration and the work of Administration to get this completed arbitrarily extended the deadline that was originally set by Administration through us.”

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

I. APPLICATIONS:

1. TABLED until the next regular meeting of September 21, 2017 as per the Developer's request. *Evangeline Estates Subdivision* [See ATTACHMENT C]
2. The Chairman called to order the Public Hearing for an application by Connie F. Bourg requesting approval for Process D, Minor Subdivision, for A Division of Property belonging to Connie F. Bourg, et al.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, representing Mr. Bourg, 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. Erny, Mrs. Falgout, Mrs. Foret, Mr. Kelley, Mr. Kurtz, and Mr. Ostheimer; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Cehan 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 the submittal of an approval letter from the Board of Health.
- e) Mr. Erny moved, seconded by Mr. Kurtz: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for A Division of Property belonging to Connie F. Bourg, et al conditioned upon an approval letter from the Board of Health."

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

3. TABLED until the next regular meeting of September 21, 2017 as per the Developer's request. *A Division of Property belonging to Jefferson Paul Galliano, Jr. to create Lot JG-1* [See ATTACHMENT D]

J. STAFF REPORT: None.

K. ADMINISTRATIVE APPROVALS:

Mr. Erny moved, seconded by Mr. Ostheimer: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-7."

1. Lot Line Adjustment, a redivision of Property belonging to Timothy J. Hutchinson, Sr. et al, Sections 6, 15 & 16, T18S-R18E, Terrebonne Parish, LA
2. Redivision of Property belonging to Eliot R. Welch et al, Section 2, T18S-R18E, Terrebonne Parish, LA.
3. Redivision of Lots 5, 6, 7 & of Ellerslie & Live Oak Plantations, Sections 2 & 84, T19S-R17E, Terrebonne Parish, LA
4. Redivision of revised Lots G, H & J being part of Crescent Plantation Subdivision, property belonging to L L & G, Inc., located in Section 12 & 101, T17S-R17E, Terrebonne Parish, LA
5. Redivision of Tract 1A-3, property belonging to Ridge Oaks, LLC, located in Section 26, 27, 28, 29, 30, & 31, T18S- R17E, Terrebonne Parish, LA
6. Lot Line Adjustment between Lots 1 & 2, Lanny Boudreaux Estates, located in Section 14, T18S-R18E, Terrebonne Parish, LA
7. Lot Line Adjustment, a redivision of Tracts 1 & 2 A, Property belonging to Michael X. St. Martin, located in Section 63, 64, 65, & 104, T17S-R17E, Terrebonne Parish, LA

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

L. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee:

- a) The Chairman indicated there was a meeting schedule for next Thursday, August 24, 2017.

M. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:

- a) Mr. Ostheimer informed the Commission that the Council overturned their denial to the fire hydrant variance requested by Mr. Lance Pellegrin at 4234 & 4236 Country Drive. He stated if Mr. Pellegrin chose to build or move a structure more than 300' from the roadway, it would require further review by the fire department.

2. Chairman's Comments: None.

N. PUBLIC COMMENTS: None.

O. 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 7:18 p.m."

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

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

Keneth L. Rembert

Item H1

LAND SURVEYORS

since 1973

635 SCHOOL ST. HOUMA, LA. 70360  
985-879-2782 (FAX) 985-879-1641

August 14, 2017

Houma-Terrebonne Planning & Zoning  
P. O. Box 1446  
Houma, LA 70361

Att: Mr. Chris Palaski:

Re: OLD BUSINESS- Item No. 1, Property of S & A Capital Investments, L.L.C.

Dear Chris:

Please remove the above item from further consideration. The owner is developing another plan for this property.

Thank you.

Sincerely,

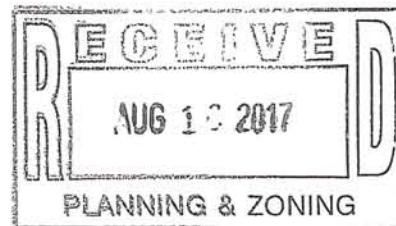
Keneth L. Rembert

KLR/apr



THE LAW OFFICE OF  
**J. RENE WILLIAMS**

August 16, 2017



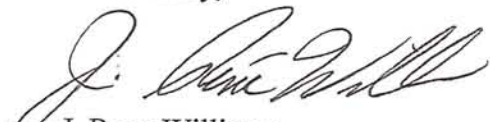
Christopher M. Pulaski  
Director, Planning & Zoning Department  
P.O. Box 2768  
Houma, LA 70361

Re: Cenac Family Properties  
File No.: 29159

Dear Mr. Pulaski:

I represent Ms. Barbara Cenac and Cenac Family Properties, LLC, which currently has an application for minor subdivision up for consideration by the Planning Commission at its meeting scheduled for Thursday night, August 17, 2017. Their application is item #3 under old business. The applicant wishes to have that item removed from the agenda and placed on the agenda of the Planning Commission at its September meeting.

Yours Truly,



J. Rene Williams

JRW/lb

7932 Park Avenue, Houma, Louisiana 70364 (985)851-0033 Fax: (985) 851-0032 jrene@brownandwilliams.com

Becky Becnel

Item

**From:** David Waitz [dwaitz@waitzengineering.com]  
**Sent:** Tuesday, August 15, 2017 4:32 PM  
**To:** Christopher Pulaski; Becky Becnel  
**Cc:** 'Jacob Waitz'  
**Subject:** EVANGELINE ESTATES SUBDIVISION

I1

**Importance:** High

8/15/17

Dear Chris,

The purpose of this correspondence is to officially request that Evangeline Estates Subdivision be deferred from the Agenda for the Planning Commission meeting on August 17, 2017 and tabled as requested by the Owner.

The Owner would like to place this item on the Agenda for the September, 2017 meeting of the Planning Commission.

Thank you in advance for your cooperation and assistance in this matter and if You should have any questions, please do not hesitate to contact me.

Sincerely,

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

David A. Waitz Engineering and Surveying, Inc.  
Civil Engineers & Professional Land Surveyors  
1107 Canal Blvd. / P. O. Box 1203  
Thibodaux, LA 70302-1203  
Phone: 985-447-4017  
Fax: 985-447-1998  
E-mail: [dwaitz@waitzengineering.com](mailto:dwaitz@waitzengineering.com)



627 JACKSON STREET  
THIBODAUX, LA. 70301

(985) 449-1376 TEL  
(985) 449-1050 FAX

Item I3

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

August 17, 2017

***Via Email***

Terrebonne Parish Consolidated Government  
Attn: Becky Becnel

***Re: Division of Property Belonging to Jefferson Galliano, Jr. to Create lot JG-1 located in Section 24, T17S-R16E Terrebonne Parish, Louisiana***

Ms. Becnel,

We are requesting to table this item and place on the agenda for the Terrebonne Parish Planning Commission meeting on September 21, 2017. The dimensions of the lot created have been revised as requested by board of health and we are awaiting approval. If you have any questions please contact our office.

Sincerely,



Tre' Chauvin  
Leonard Chauvin PE, PLS Inc.



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



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

**TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT**

July 26, 2017  
Item No. H-2

TO: Christopher M. Pulaski  
FROM: Joan E. Schexnayder, P.E. *JES*  
SUBJECT: Brenda Kay Prestenback  
Process "D" No. 2017-07-04

The Engineering Division of the Terrebonne Parish Department of Public Works has reviewed the drainage plan submitted by the engineering firm of Milford & Associates, Inc, for the above referenced re-division of property. These plans and calculations comply with the conditions for Engineering Approval set forth by the Parish ordinances and TPCG SDDM *conditioned that Bayou Coteau is swept to the proposed grade and the attached right-of-way is shown on the plat.*

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

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

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**TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT**

July 20, 2017  
Item No. H-4

**TO: Christopher M. Pulaski**

**FROM: Joan E. Schéxnayder, P.E.**  
**Staff Engineer**

A handwritten signature in blue ink, appearing to read "JES".

**SUBJECT: Parkwood Place**  
**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. Letter of Credit in the amount of Two Hundred Thousand Dollars.

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

cc: Planning Commission  
David A. Waitz, P.E., P.L.S.  
Ernest Brown  
Engineering Division  
Reading File  
Council Reading File

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