

MINUTES

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)

MEETING OF DECEMBER 21, 2017

- A. The Chairman, Dr. L.A. “Budd” Cloutier, Jr., Chairman, called to order the regular meeting of December 21, 2017 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. Alex Ostheimer.
- 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; Mr. Jeremy Kelley; Mr. Alex Ostheimer, Vice-Chairman; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call were: Mrs. Gloria Foret and 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.
1. Mr. Cehan stated he would recuse himself from Item H.3.
- D. ACCEPTANCE OF MINUTES:
1. Mr. Erny moved, seconded by Mr. Cehan: “THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of November 16, 2017.”

The Chairman called for a vote on the motion offered by Mr. Erny. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Foret and Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Mrs. Falgout moved, seconded by Mr. Ostheimer: “THAT the HTRPC emit payment for the December 21, 2017 invoices and approve the Treasurer’s Report of November 2017.”

The Chairman called for a vote on the motion offered by Mrs. Falgout. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Foret and Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
1. The Chairman stated the next item for consideration was the approval and acceptance of the proposed 2018 Budget.
 - a) Discussion was held with regard to the upcoming National APA Conference to be in New Orleans and there not being a need for \$5,000 in training and it being reduced to \$3,000. Discussion ensued with some disagreement and that training was important to Commissioners.
 - b) Mr. Thibodeaux moved, seconded by Mr. Erny: “THAT the HTRPC approve and accept the proposed 2018 Budget as presented.”

The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Foret and Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. ANNUAL ORGANIZATIONAL MEETING:
1. The Chairman stated that two proposals were received to perform the 2017 audit.
 - a) Martin & Pellegrin, CPAs - \$2,500.00
T.S. Kearns & Co. - \$3,500.00
 - b) He stated Stagni & Company, LLC would not bid if not giving a 3 year commitment and no response was received from Bourgeois Bennett.
 - c) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC accept the proposal of \$2,500.00 from Martin & Pellegrin, CPAs to perform the 2017 audit.”

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

Falgout; ABSENT: Mrs. Foret and Mr. Kurtz. THE CHAIRMAN DECLARED THE AMENDED MOTION ADOPTED.

2. The Chairman stated the next item on the agenda was Election of Officers for 2018.
 - a) Mr. Ostheimer nominated Dr. L.A. "Budd" Cloutier, Jr. to remain in the position of Chairman.
 - (1) Mr. Ostheimer moved, seconded by Mrs. Falgout: "THAT the nominations for the position of Chairman be closed and Dr. L.A. "Budd" Cloutier, Jr. be elected as Chairman by acclamation."
 - (2) Mr. Thibodeaux offered a substitute motion, seconded by Mr. Ostheimer: "THAT all existing officers remain the same and all be elected by acclamation."
 - * Dr. L.A. "Budd" Cloutier, Jr., Chairman
 - * W. Alex Ostheimer, Vice-Chairman
 - * Angi Falgout, Secretary/Treasurer
- The Chairman called for a vote on the substitute motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Foret and Mr. Kurtz. THE CHAIRMAN DECLARED THE SUBSTITUTE MOTION ADOPTED.

G. COMMUNICATIONS: None.

H. APPLICATIONS:

1. The Chairman called to order the Public Hearing for an application by Angela P. Pitre requesting approval for Process D, Minor Subdivision, for a 19.19 Acre Tract of Land and approximately 0.04 Acre of Batture being divided into Tract A and Tract B.
 - a) Mr. Joshua Soileau, Professional Land Surveyor, representing the Ms. Pitre, discussed the location and division of property.
 - b) The Chairman recognized Naru Rodrigue, 870 Highway 665, who stated the applicant should have a chance to have their property split.
 - c) The Chairman recognized Calvin Waters, 5308 North Bayou Black Drive, who inquired as to what the division was all about.
 - 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, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Foret and Mr. Kurtz. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.
 - e) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval with no conditions.
 - f) Mr. Erny moved, seconded by Mrs. Falgout: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for a 19.19 Acre Tract of Land and approximately 0.04 Acre of Batture being divided into Tract A and Tract B."

The Chairman called for a vote on the motion offered by Mr. Erny. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mrs. Falgout, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Foret and Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
2. The Chairman called to order the application by Kevin LeBoeuf requesting approval for Process D, Minor Subdivision, for the Redivision of a Tract of Land belonging to Kevin Charles LeBoeuf, et al (Tracts A & B).
 - a) Mr. Galen Bollinger, Charles L. McDonald Land Surveyors, representing the Developer, discussed the location and division of property.
 - 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, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Foret and 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 all utility letters.
- e) Discussion was held with regard to the shared use of the driveway.
- f) The Chairman recognized Mr. Kevin LeBoeuf, applicant, who stated he acquired the house to pay off his mother’s mortgage and would address the driveway issue if they would sell in the future.
- g) Mr. Erny moved, seconded by Mr. Cehan: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for the Redivision of a Tract of Land belonging to Kevin Charles LeBoeuf, et al (Tracts A & B) 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. Falgout, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Foret and Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 3. The Chairman called to order the conceptual and preliminary application by Professional Construction & Leasing, LLC requesting approval for Process C, Major Subdivision, for Acadian Pointe Subdivision, Phase B.

- a) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., representing the Developer, discussed the location and division of property. He stated it would be a Planned Unit Development.
- b) Discussion was held with regard to the architectural drawings being reviewed at the Engineering stage.
- c) No one from the public was present to speak.
- d) 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. Erny, Mrs. Falgout, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Cehan and Dr. Cloutier; ABSENT: Mrs. Foret and Mr. Kurtz. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- e) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon addresses being depicted on the plat and that adjacent land uses be depicted on the plat.
- f) Mr. Kelley moved, seconded by Mr. Thibodeaux: “THAT the HTRPC grant conceptual & preliminary approval of the application for Process C, Major Subdivision, for Acadian Pointe Subdivision, Phase B conditioned upon addresses being depicted on the plat and that adjacent land uses be depicted on the plat.”

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

- 4. The Chairman called to order the application by Onshore Materials, LLC requesting conceptual & preliminary approval for Process C, Major Subdivision, for Imperial Landing Subdivision, Phase A.

- a) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., representing the Developer, discussed the location and division of property.
- b) The Chairman recognized Angi Adams, 133 Calumet Street, who spoke on behalf of herself and family members consisting of 8 households in the area. She

expressed concerns of increased traffic, hours of construction and noise, location of streets, sewer, utilities, and a gas line near her mother's property.

- c) Discussion was held with regard to discouraging speed bumps for traffic control and getting with Roads & Bridges to determine a way to help reduce speeders down Calumet who are trying to avoid the traffic light.
- d) Mrs. Falgout moved, seconded by Mr. Cehan: "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, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Foret and Mr. Kurtz. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

Angi Falgout left the meeting at this time – 6:31 p.m.

- e) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of all utility service availability letters, addresses being depicted on the plat, and adjacent land uses being shown on the plat.
- f) Discussion was held with regard to the proposed retention pond that will be built with the first phase and made to accommodate all phases. Discussion ensued with regard to the depth of the pond, aesthetics, fencing, and possibly using it as a dry pond with a playground.
- g) Ms. Adams again addressed the Commission to indicate that the property does hold water and she'd like to see a park.
- h) Mr. Erny moved, seconded by Mr. Cehan: "THAT the HTRPC grant conceptual and preliminary approval of the application for Process C, Major Subdivision, for Imperial Landing Subdivision, Phase A conditioned upon the submittal of all utility service availability letters, addresses being depicted on the plat, and adjacent land uses being shown on the plat."

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

- 5. The Chairman called to order the application by DR Development Group, LLC requesting engineering approval for Process C, Major Subdivision, for La Belle Maison, Phases C & D.
 - a) Mr. Gene Milford, Milford & Associates, Inc., representing the Developer, was present to speak on the application.
 - b) The Chairman recognized Councilman Scotty Dryden, District 4, who strongly encouraged a town hall meeting be held with the Developer, Engineer, and neighbors to discuss their concerns with regard to drainage, sewer, traffic, and property values as soon as possible.
 - c) Joan Schexnayder, on behalf of the Terrebonne Parish Engineering Division, read a memo dated December 21, 2017 regarding the punch list items for the development [See ATTACHMENT A].
 - d) Mr. Milford requested a variance for Items 5 & 6 due to the large ditch in the rear of the property that is replacing an existing small swale ditch. Ms. Schexnayder concurred with the request for the variances.
 - e) Mr. Erny moved, seconded by Mr. Kelley: "THAT the HTRPC grant engineering approval of the application for Process C, Major Subdivision, for La Belle Maison, Phases C & D with a variance for Items 5 & 6 and conditioned upon the Developer complying/resolving all remaining items as per the TPCG Engineering Division's punch list dated December 21, 2017 [See ATTACHMENT A]."
 - f) Discussion was held with regard to Item 1 concerning Lot 1, Block 1 and Lot 1, Block 3 not being part of the conceptual and preliminary and included with this application. Mr. Milford indicated they would rectify the matter by submitting a Minor Subdivision or C&P for those two lots at a later date.

The Chairman called for a vote on the motion offered by Mr. Erny. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Erny, Mr. Kelley; NAYS: Mr.

Thibodeaux; ABSTAINING: Dr. Cloutier & Mr. Ostheimer; ABSENT: Mrs. Falgout, Mrs. Foret, and Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- g) Mr. Milford indicated that they were working together with the master drainage in the area.

I. STAFF REPORT:

- 1. Mr. Pulaski discussed the 2018 Meeting Schedule and indicated the February meeting was the same week as Mardi Gras and he would be out of town. He asked if any Commissioners would also be out of town and suggested possibly moving the meeting back a week.

- a) Mr. Ostheimer moved, seconded by Mr. Thibodeaux: "THAT the HTRPC move the February meeting back a week to February 22, 2018 (4th Thursday) due to the Mardi Gras holidays."

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

J. ADMINISTRATIVE APPROVALS:

Mr. Erny moved, seconded by Mr. Kelley: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-6."

- 1. Revised Tract "A-2", A composite of Tracts A-2 thru A-6, Property belonging to Lawrence J. Boquet, Jr., et ux, Section 61, T20S-R18E, Terrebonne Parish, LA
- 2. Redivision of Property belonging to Faron & Jane Dupre and Property belonging to Eugene Luke, Section 44, T16S-R17E, Terrebonne Parish, LA
- 3. Revised Lots 6 & 7, A Redivision of Lot 7 & Revised Lot 6, Frontlawn Subdivision belonging to Louis J. Mohana, et ux, Sections 6, 7, & 29, T17S-R18E, Terrebonne Parish, LA
- 4. Revised Tracts 3 & 4, A Redivision of Tract 4 & Revised Tract 3, Property belonging to Ricky J. Porche, et ux, Section 42, T18S-R18E, Terrebonne Parish, LA
- 5. Tracts A & B, Property belonging to Michael K. Tate, et ux, Section 87, T19S-R17E, Terrebonne Parish, LA
- 6. Revised Lots 22 & 23, Block 2, A Redivision of Revised Lots 22 & 23, Block 2, Phase 1 to Northpark, Section 6, T16S-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, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout, Mrs. Foret, and Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

K. COMMITTEE REPORT:

- 1. Subdivision Regulations Review Committee: None.

L. COMMISSION COMMENTS:

- 1. Planning Commissioners' Comments: None.
- 2. Chairman's Comments: None.

M. PUBLIC COMMENTS: None.

- N. 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 6:55 p.m."

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

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



**TERREBONNE PARISH
CONSOLIDATED GOVERNMENT**

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

P.O. BOX 2768
HOUMA, LOUISIANA 70361

December 21, 2017
1st Review
Item No. H-5

TO: Christopher M. Pulaski
FROM: Joan E. Schexnayder, P.E. *JES*
SUBJECT: La Belle Maison Ph C & D
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. Block 1 Lot 1 and Block 3 Lot 1 were not a part of conceptual preliminary and will need minor subdivision approval prior to final approval.
2. The culvert at back project road should be a 58" x 36".
3. Improve the ditch between development and outfall.
4. V.A.3 Need profile from development to outfall.
5. V.A.3 The portion of some of the lots, within the drainage right of way, are below HGL.
6. V.A.6 All lots are not graded to drain to the street or to major drainage artery. The HTRPC can allow a portion to drain to the rear if drainage to the rear is to be dedicated provided that it does not exceed that portion which is greater than 135 ft. These lots qualify for the exception. The developer's engineer has requested this exception.
7. V.C.10 The roadside ditch exceeds the maximum depth allowed.
8. VII.A Since this development will result in disturbance of more than 5 acres a LAR100000 permit and a NOI need to be submitted to LaDEQ. TPCG-ED should receive a copy prior to construction.
9. 24.5.4.6.7 Approval letters should be provided from the following utilities:
 - a. Waterworks
 - b. Department of Health and Hospitals for water

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

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