

MINUTES

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)

MEETING OF FEBRUARY 25, 2010

- A. The Chairman, Daniel Babin, called to order the regular meeting of February 25, 2010 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 6:35 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Dr. L. Arnold "Budd" Cloutier and the Pledge of Allegiance led by Mr. Richard Elfert.
- B. Upon Roll Call, present were: Mrs. Beryl Amedée, Mr. Daniel Babin, Chairman; Dr. L. Arnold "Budd" Cloutier; Mr. Richard Elfert; Mr. Erny; Mr. Kurtz; Mr. John Navy; Mr. Alex Ostheimer; and Mrs. Marsha Williams, Secretary/Treasurer. Absent at the time of Roll Call were: None. Also present was Pat Gordon, Director, Department of Planning and Zoning and Laddie Freeman, Legal Advisor.
- C. ACCEPTANCE OF MINUTES:
1. Dr. Cloutier moved, seconded by Mrs. Amedée: "THAT the HTRPC accept the minutes, as Corrected, for the Regional Planning Commission for the regular meeting of January 21, 2010."

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
 2. Dr. Cloutier moved, seconded by Mrs. Williams: "THAT the HTRPC accept the minutes, as written, for the Zoning & Land Use Commission for the regular meeting of January 21, 2010."

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- D. Mrs. Williams moved, seconded by Dr. Cloutier: "THAT the HTRPC emit payment for the February 25, 2010 invoices and approve the Treasurer's Report of January 2010."

The Chairman called for a vote on the motion offered by Mrs. Williams. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. COMMUNICATIONS:
1. Mr. Gordon read a memo from Mr. Paul Labat, Council Clerk, with regard to two (2) ordinances concerning establishing a moratorium in a certain area of the parish and revoking the rights-of-ways on stub out streets adjacent to Southern Estates Subdivision and Tara Subdivision.
 - a) He stated this has not changed the layout of the proposed Three Oaks Subdivision and they would have to come back to the Planning Commission should they wish to change the layout and request a variance from the cross street requirements.
 - b) Discussion was held with regard to the moratorium, ownership of the stub-outs and acceptance of engineering applications not being a good idea.
- F. APPLICATIONS:
1. The Chairman called to order the Public Hearing for an application by Timothy P. Duplantis requesting approval for Process D, Minor Subdivision for the Survey of Revised Lots 4 & 4-A of Block 1, Hollywood Fields Subdivision.
 - a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, Inc., representing the Developer, discussed the location and division of property.
 - b) No one from the public was present to speak.
 - c) Mr. Kurtz requested clarification that the property was not located in a forced drainage area.
 - d) Dr. Cloutier moved, seconded by Mrs. Amedée and Mrs. Williams: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- e) Mr. Gordon discussed the Staff Report and stated Staff recommended conditional approval predicated on the fire hydrant being depicted on the plat in compliance with the subdivision regulations and the 911 addressing be depicted on the plat.
- f) Discussion was held with regard to fire hydrants, traffic, and driveways.
- g) Mr. Ostheimer moved, seconded by Mrs. Amedée: “THAT the HTRPC grant approval for Process D, Minor Subdivision for the Survey of Revised Lots 4 & 4-A of Block 1, Hollywood Fields Subdivision per Staff; provided the fire hydrant be depicted on the plat in compliance with the subdivision regulations and the 911 addressing be depicted on the plat.”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 2. The Chairman called to order the Public Hearing for the application by Babette Scott requesting approval for Process D, Minor Subdivision for the Survey of Tracts “A”, “B”, & “C”, A Redivision of a portion of property belonging to Babette Scott, et als.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, representing the Developer, discussed the location and division of property.
- b) The Chairman recognized Ms. Rosa Scott, 443 Bayou Dularge Road, who expressed concerns of the Board of Health and her driveway that is on the adjacent property.
- c) Discussion was held with regard to the driveway and it being built in the incorrect place.
- d) Dr. Cloutier moved, seconded by Mrs. Williams & Mr. Erny: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- e) Mr. Gordon requested clarification of who owned what property and the relation of all parties involved. He discussed the Staff Report and stated Staff recommended conditional approval provided that a letter of compliance from the Board of Health is received by the Planning Office. He stated the matter of the driveway was a civil matter between all of the property owners.
- f) Discussion was held with regard to the driveway, servitude of passage, lot lines, clarification of owners, relocating the driveway and reconfiguring the lots, etc.
- g) Mr. Ostheimer moved, seconded by Mr. Elfert: “THAT the HTRPC grant approval for the application for Process D, Minor Subdivision for the Survey of Tracts “A”, “B”, & “C”, A Redivision of a portion of property belonging to Babette Scott, et als per Staff; conditioned upon a letter of compliance from the Board of Health being received by the Planning Office.”
- h) Dr. Cloutier offered a substitute motion, seconded by Mr. Erny & Mrs. Williams: “THAT the HTRPC table the application for Process D, Minor Subdivision for the Survey of Tracts “A”, “B”, & “C”, A Redivision of a portion of property belonging to Babette Scott, et als in order to give the family and Mr. Rembert time to work out the details of the Redivision until the next regular meeting of March 18, 2010.”

The Chairman called for a vote on the substitute motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, and Mrs. Williams; NAYS: Mr. Ostheimer; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE SUBSTITUTE MOTION ADOPTED.

3. The Chairman called to order the Public Hearing for the application by Randy J. Triche, et ux requesting approval for Process D, Minor Subdivision for the Survey of Tracts “A”, “B”, & “C”, A Redivision of Property belonging to Randy J. Triche, et ux.

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

b) Dr. Cloutier moved, seconded by Mrs. Williams: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

c) Mr. Gordon discussed the Staff Report and stated Staff recommended approval provided upon a servitude of passage be granted to allow the mobile home park access.

d) Mr. Rembert confirmed that he was not requesting a variance and it was a clerical error on the application.

e) Dr. Cloutier moved, seconded by Mrs. Williams & Mr. Erny: “THAT the HTRPC grant approval for the application for Process D, Minor Subdivision for the Survey of Tracts “A”, “B”, & “C”, A Redivision of Property belonging to Randy J. Triche, et ux conditioned they enter a servitude of passage for the Blue Bayou Trailer Park.”

f) Discussion was held with regard to who would maintain the roadway and ensuring of the same.

g) MOTION AS AMENDED: Dr. Cloutier moved, seconded by Mrs. Williams & Mr. Erny: “THAT the HTRPC grant approval for the application for Process D, Minor Subdivision for the Survey of Tracts “A”, “B”, & “C”, A Redivision of Property belonging to Randy J. Triche, et ux conditioned they enter a servitude of passage for the Blue Bayou Trailer Park and the owner of the rear tract will perpetually maintain the sewer system and maintain the limestone road.”

h) Discussion ensued with regard to the maintenance and utilization of the road.

i) Mr. Freeman suggested a road & drainage maintenance agreement be signed, a variance warranted, or to come back in (30) days with better verbiage for the rear lot.

j) MOTION AS AMENDED: Dr. Cloutier moved, seconded by Mrs. Williams & Mr. Erny: “THAT the HTRPC grant approval for the application for Process D, Minor Subdivision for the Survey of Tracts “A”, “B”, & “C”, A Redivision of Property belonging to Randy J. Triche, et ux based on Staff’s recommendations with the conditions that listed on the plat to have a permanent servitude of passage for the occupants of the Blue Bayou Trailer Court as well as the permanent maintenance of the sewer system and road based on legal’s final review.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

4. The Chairman called to order the Public Hearing for the application by William L. Kelley requesting approval for Process D, Minor Subdivision for the Survey of Lots 1-A-1 and 1-A-2, A Redivision of Revised Lot 1-A, Block 2, LaCarpe Industrial Park Subdivision.

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

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

c) Mrs. Amedée moved, seconded by Mrs. Williams: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Mrs. Amedée. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Gordon discussed the Staff Report and stated Staff recommended approval provided that a fire hydrant is installed and drainage calculations are submitted to the Terrebonne Parish Engineering Division for review and/or approval.
- e) Discussion was held with regard to the Board of Health's approval and the fire hydrant regulations.
- f) Mr. Ostheimer moved, seconded by Mrs. Williams & Mr. Erny: "THAT the HTRPC grant approval for the application for Process D, Minor Subdivision for the Survey of Lots 1-A-1 and 1-A-2, A Redivision of Revised Lot 1-A, Block 2, LaCarpe Industrial Park Subdivision conditioned upon the installation of a fire hydrant and submittal of drainage calculations to the Terrebonne Parish Engineering Division for review and/or approval."

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 5. The Chairman called to order the Public Hearing for the application by Acadia Agricultural Holdings, L.L.C. requesting approval for Process D, Minor Subdivision for the Division of Tract C along Hwy. 24 within Evergreen Plantation.

- a) Mr. Matt Ledet, T. Baker Smith, Inc., representing the Developer, discussed the location and division of property.
- b) No one from the public was present to speak.
- c) Dr. Cloutier moved, seconded by Mr. Erny: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Gordon discussed the Staff Report and stated Staff recommended approval provided upon the installation of a fire hydrant or one be depicted on the plat if one exists, compliance with Waterworks' requirements, and submittal of drainage calculations to the Terrebonne Parish Engineering Division for review and/or approval.
- e) Discussion was held with regard drainage and submittal of a master plan by the third submittal for Evergreen Plantation.
- f) Dr. Cloutier moved, seconded by Mr. Erny & Mr. Ostheimer: "THAT the HTRPC grant approval for the application for Process D, Minor Subdivision for the Division of Tract C along Hwy. 24 within Evergreen Plantation conditioned upon the installation of a fire hydrant or one be depicted on the plat if one exists, compliance with Waterworks' requirements, and submittal of drainage calculations to the Terrebonne Parish Engineering Division for review and/or approval."

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 6. The Chairman stated the next item on the agenda was an application by Terrebonne Land Partnership requesting engineering approval for Process C, Major Subdivision for South Hollywood Commercial Park, Phases 1 & 2.

- a) Mrs. Joan Schexnayder, Terrebonne Parish Engineering Division, read a memo concerning the punch list items for the development [See ATTACHMENT A].

- b) Mr. Gene Milford, Milford & Associates, Inc., representing the Developer, stated they would request a variance for items 1d, 1c, and 1e and they would comply/resolve the remaining items.
- c) Discussion was held with regard to the curb cut in Valhi Extension and reasoning for the variance requests.
- d) Mr. Ostheimer moved, seconded by Dr. Cloutier: “THAT the HTRPC grant engineering approval for Process C, Major Subdivision for South Hollywood Commercial Park, Phases 1 & 2 conditioned the Developer comply/resolve all punch list items per the Terrebonne Parish Engineering Division’s memo dated February 25, 2010.”
- e) Discussion was held with regard to drainage and inclusion of this area into the forced drainage area.
- f) MOTION AS AMENDED: Mr. Ostheimer moved, seconded by Dr. Cloutier: “THAT the HTRPC grant engineering approval for Process C, Major Subdivision for South Hollywood Commercial Park, Phases 1 & 2 with a variance granted for item 1e and conditioned upon the Developer complying/resolving all remaining punch list items per the Terrebonne Parish Engineering Division’s memo dated February 25, 2010.”
- g) Discussion was held with regard to more information needed to grant a variance, installation of culverts/catch basins, the master plan for Terrebonne Land Partnership, monitoring of homes/fill, etc.

The Chairman called for a vote on the amended motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE AMENDED MOTION ADOPTED.

Mr. Ostheimer recused himself from discussion and consideration of the following application.

- 7. The Chairman called to order the Public Hearing for the application by Wm. Alex Ostheimer requesting approval for Process D, Minor Subdivision for Tracts 2-A, 2-B, & 2-C, A Redivision of Revised Tract 2 belonging to William A. Ostheimer, et ux.
 - a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, representing Mr. Ostheimer, discussed the location and division of property.
 - b) No one from the public was present to speak.
 - c) Dr. Cloutier moved, seconded by Mr. Erny: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin & Mr. Ostheimer; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Gordon discussed the Staff Report and stated Staff recommended approval provided upon the existing fire hydrant be depicted on the plat.
- e) Discussion was held with regard to drainage.
- f) Mr. Erny moved, seconded by Dr. Cloutier: “THAT the HTRPC grant approval for the application for Process D, Minor Subdivision for Tracts 2-A, 2-B, & 2-C, A Redivision of Revised Tract 2 belonging to William A. Ostheimer, et ux conditioned upon the existing fire hydrant being depicted on the plat.”

The Chairman called for a vote on the motion offered by Mr. Erny. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin & Mr. Ostheimer; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

G. STAFF REPORT:

- 1. Mr. Gordon encouraged the Commissioners to attend the 2010 National Planning Conference to be held April 10-13, 2010 in New Orleans. He stated if enough people registered, he could possible acquire a bus or van to transport everyone.

- a) Discussion was held with regard to any hospitality matters needed to be addressed and/or placing a banner entering our area for the mobile workshops to be held.

H. Dr. Cloutier moved, seconded by Mrs. Amedée and Mrs. Williams: “THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-6.”

1. Survey of Revised Lots 14 & 15 of Block 1, South Terrebonne Estates Subdivision and Revised Tracts "R" & "Q", Property belonging to Louis P. Dubois, et al, Section 11, T17S-R18E, Terrebonne Parish, LA
2. Redivision of a portion of Lots 8, 9, & 10, Block 1, Bayou Cane Subdivision and a parcel in the rear of Lots 9 & 10, Block 1, Bayou Cane Subdivision, Section 9, T16S-R17E and Section 1, T17S-R17E, Terrebonne Parish, LA
3. Survey of Tracts "A", "B", & "C", A Redivision of Property belonging to Ermaline W. Benoit, et al, Section 61, T19S-R17E, Terrebonne Parish, LA
4. Survey of Revised Lots 6, 7, & 24, Cocodrie's End Subdivision, Section 86, T21S-R18E, Terrebonne Parish, LA
5. Survey and Redivision of Property owned by Myra Naquin, et al, Sections 52 & 55, T18S-R19E, Terrebonne Parish, LA
6. Property Line Adjustment between Cropland Investment Group, L.L.C. and Southland International of Louisiana, Inc., Section 4, T16S-R16E and Section 4, T16S-R17E, Terrebonne Parish, LA

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

I. COMMITTEE REPORTS:

1. Subdivision Regulations Review Committee: Mrs. Robinson informed the Commission of (7) public hearings to be held and ratified that were already approved by the Terrebonne Parish Council.

Mr. Ostheimer moved, seconded by Dr. Cloutier: “THAT the HTRPC hold one (1) Public Hearing for all matters at one time.”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

Mr. Freeman clarified that all of the matters were passed by the Terrebonne Parish Council but changes could still be made if needed. He stated these matters coming back to the Planning Commission for another public hearing was a conservative approach to cover all bases.

The Chairman called to order the Public Hearing for the following: a) Residential Building Parks (1) Chapter 17, Article III, (2) Section 24.3 Definitions, (3) Section 24.4.2.2 Approval Process B; b) Altering drainage plan after development is approved (Section 24.2); c) 30-day lapse between conceptual/preliminary approval and engineering approval (Section 24.5.3.3); d) Lot development on Rights-of-Way (Section 24.7.1.2.4); and e) Submission by electronic methods.

No one from the public was present to speak.

Dr. Cloutier moved, seconded by Mrs. Amedee and Mrs. Williams: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

Mr. Ostheimer moved, seconded by Dr. Cloutier & Mrs. Williams: “THAT the HTRPC approve a) Residential Building Parks (1) Chapter 17, Article III, (2) Section 24.3 Definitions, (3) Section 24.4.2.2 Approval Process B; b) Altering drainage plan after development is approved (Section 24.2); c) 30-day lapse between conceptual/preliminary approval and engineering approval (Section 24.5.3.3); d) Lot development on Rights-of-Way (Section 24.7.1.2.4); and e) Submission by electronic methods and that they be adopted into the regulations.

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

2. Comprehensive Master Plan Update: Mr. Gordon informed the Staff that \$10 million dollars in funds would be available for planning purposes and they were currently preparing an application for the 3rd phase of the Comprehensive Master Plan Update with the LRA monies.

J. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:
 - a) Dr. Cloutier discussed possibly requiring better certified plat for zoning matters and requested that it be placed on the next meeting agenda for discussion.
2. CHAIRMAN'S COMMENTS:
 - a) The Chairman encouraged the members to attend the 2010 APA National Conference and to let Becky know by the upcoming week if attending or not.
 - b) The Chairman informed the Commission that the February meeting was rescheduled to February 25, 2010 due to the Mardi Gras holidays.

L. PUBLIC COMMENTS: None.

- M. Mrs. Williams moved, seconded by Dr. Cloutier: "THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 9:11 p.m."

The Chairman called for a vote on the motion offered by Mrs. Williams. THERE WAS RECORDED: YEAS: Mrs. Amedée, Dr. Cloutier, Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Navy, Mr. Ostheimer, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Babin; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

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

pc



TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

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February 25, 2010
1st Review
Item F6

TO: **Pat Gordon**

FROM: **Joan E. Schexnayder, P.E.**

SUBJECT: **South Hollywood Commercial Park, Phase 1 & 2
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 SDDM:
 - a. V.A.1, 24.5.4.8.2 Contours at one (1) foot intervals or less not shown on drainage plan.
 - b. V.A.2 Lot grading need to be shown on proposed site plan.
 - c. V.A.6 Cross sections show fill being placed on neighboring property.
 - d. V.A.6 Developer is requesting that the filling and grading of the lots be deferred until the Building Permit stage.
 - e. V.A.6 Proposed lot grading blocks the drainage of adjacent property.
 - f. V.C.2 Minimum Service life is not provided for drainage structures.
 - g. V.C.8 All drainpipes under roadway are not joined in conformance with LaDOTD Type 3 joints.
 - j. V.C.10 Driveway culverts are not sized as though entire subdivision was subsurface.
 - k. VIII.A.1 Insufficient drainage servitude for CH 3.
2. 24.5.4.8.2,3 Proposed culvert sizes provided do not fit within the ditch.
3. 24.5.4.6.7 No approval letter from the following:
 1. Waterworks
 2. Gas Utility
 3. Electric Utility
 4. Department of Health and Hospitals
 5. TPCG Pollution Control

South Hollywood Commercial Park, Phase 1 & 2
Review of Engineering Approval
GEB Memo to PG Dated 2/25/10
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4. 24.7.6.4 Benchmark location, description, and elevation are not shown on plat.
5. 24.7.2.1 The concrete for the median cut should be 9" thick.
6. 22-353(d) Copy of the Notice of Intent (NOI) must be submitted.

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.

cc: Gregory E. Bush, LTC, USA, Retired
Tom Bourg
Philip Liner
Gene Milford, III, P.E.
Planning Commission
Engineering Division
Reading File
Council Reading File