

**MINUTES**  
**HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)**  
**MEETING OF SEPTEMBER 20, 2012**

- A. The Vice Chairman, Mr. W. Alex Ostheimer, called to order the regular meeting of September 20, 2012 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 7:12 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Mr. Wayne Thibodeaux and the Pledge of Allegiance led by Mr. Jeremy Kelley.
- B. Upon Roll Call, present were: Mr. Richard Elfert; Mr. James Erny, Mr. Jeremy Kelley; Mr. Keith Kurtz; Mr. Alex Ostheimer, Vice Chairman; Mr. Gerald Schouest; Mr. Wayne Thibodeaux; and Mrs. Marsha Williams, Secretary/Treasurer. Absent at the time of Roll Call was: Dr. L.A. "Budd" Cloutier, Jr., Chairman. Also present were Mr. Patrick Gordon, Director and Mr. Christopher Pulaski, Senior Planner, Department of Planning & Zoning and Laddie Freeman, Legal Advisor.
- C. ACCEPTANCE OF MINUTES:
1. Mrs. Williams moved, seconded by Mr. Erny: "THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of August 16, 2012."
- The Vice Chairman called for a vote on the motion offered by Mrs. Williams. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kelley, Mr. Kurtz, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Ostheimer; ABSENT: Dr. Cloutier. THE VICE CHAIRMAN DECLARED THE MOTION ADOPTED.
2. Mrs. Williams moved, seconded by Mr. Schouest: "THAT the HTRPC accept the minutes, as written, for the Zoning & Land Use Commission for the regular meeting of August 16, 2012."
- The Vice Chairman called for a vote on the motion offered by Mrs. Williams. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kelley, Mr. Kurtz, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Ostheimer; ABSENT: Dr. Cloutier. THE VICE CHAIRMAN DECLARED THE MOTION ADOPTED.
- D. Mrs. Williams moved, seconded by Mr. Kelley: "THAT the HTRPC emit payment for the September 20, 2012 invoices and approve the Treasurer's Report of August 2012."
- The Vice Chairman called for a vote on the motion offered by Mrs. Williams. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kelley, Mr. Kurtz, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Ostheimer; ABSENT: Dr. Cloutier. THE VICE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. COMMUNICATIONS:
1. Mr. Gordon read a letter from Keneth L. Rembert Land Surveyors dated September 20, 2012 requesting to table the application for Lots 2-A thru 2-F & Revised Lot 2, A Redivision of Revised Lot 2, Addendum No. 1 to North Terrebonne Commercial Park, Property of North Terrebonne Investors, L.L.C. [See *ATTACHMENT A*].
    - a) Mr. Erny moved, seconded by Mr. Kurtz: "THAT the HTRPC table the application for Lots 2-A thru 2-F & Revised Lot 2, A Redivision of Revised Lot 2, Addendum No. 1 to North Terrebonne Commercial Park, Property of North Terrebonne Investors, L.L.C. until the next regular meeting of October 25, 2012 as per the Developer's request."

The Vice Chairman called for a vote on the motion offered by Mr. Erny. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kelley, Mr. Kurtz, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Ostheimer; ABSENT: Dr. Cloutier. THE VICE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. APPLICATIONS:
1. The Vice Chairman called to order the Public Hearing for an application by Ashland Batture Lots, Ltd. for Process D, Minor Subdivision for Lots 4-A thru 4-G & Lots 5-A thru 5-E, A Redivision of Lots 4 & 5, Block 8, Phase II, Ashland North 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) Mr. Thibodeaux moved, seconded by Mr. Erny: “THAT the Public Hearing be closed.”

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

- d) Mr. Gordon discussed the Staff Report and stated Staff recommended conditional approval provided fire hydrants were depicted on the plat, addresses be illustrated, waterline is installed as required by Waterworks, and sewer taps are installed in conformity with Pollution Control.
- e) Discussion was held with regard to creating green space for the children.
- f) Mr. Erny moved, seconded by Mr. Thibodeaux: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for Lots 4-A thru 4-G & Lots 5-A thru 5-E, A Redivision of Lots 4 & 5, Block 8, Phase II, Ashland North Subdivision conditioned upon fire hydrants being depicted on the plat, addresses be illustrated, waterline is installed as required by Waterworks, and sewer taps are installed in conformity with Pollution Control.”
- g) Discussion was held with regard to the 50' x 50' box requirement for subdivisions that this subdivision doesn't comply with, lots previously approved with the same layout, and requesting for a variance.
- h) MOTION AS AMENDED: Mr. Erny moved, seconded by Mr. Thibodeaux: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for Lots 4-A thru 4-G & Lots 5-A thru 5-E, A Redivision of Lots 4 & 5, Block 8, Phase II, Ashland North Subdivision with a variance from the 50' x 50' box requirement due to previously approved lots in the subdivision less than 40' and conditioned upon fire hydrants being depicted on the plat, addresses be illustrated, waterline is installed as required by Waterworks, and sewer taps are installed in conformity with Pollution Control.”
- i) Discussion was held with regard to drainage on the lots. Ms. Schexnayder stated the lots were originally designed for commercial and would now be able to handle the runoff due to the lots being residential.

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

- 2. TABLED Lots 2-A thru 2-F & Revised Lot 2, A Redivision of Revised Lot 2, Addendum No. 1 to North Terrebonne Commercial Park *See Item E1*

*Mr. Jeremy Kelley recused himself from Items F3 and F4.*

- 3. The Vice Chairman called to order the Public Hearing for an application by Jacque Mire, Jr. for Process D, Minor Subdivision for Tracts “A” & “B”, Property belonging to Jacque F. Mire, Jr.
  - a) Mr. Terral Martin, GSE Associates, LLC, on behalf of Mr. Prosper Toups, representing the developer, discussed the location and division of property.
  - b) The Vice Chairman recognized Ann Barker Fairley, 132 Waterplant Road, who expressed concerns of mature oaks located on the property and didn't want to see them removed.
  - c) The Vice Chairman recognized Glenn Schexnayder, 140 Waterplant Road, who expressed concerns of a mobile home park, etc.
  - d) The Vice Chairman clarified that this matter was for the division of 2 lots and any discussions with regard to the major subdivision would have to wait until the next item.
  - e) Mrs. Williams moved, seconded by Mr. Erny: “THAT the Public Hearing be closed.”

The Vice Chairman called for a vote on the motion offered by Mrs. Williams. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Ostheimer; ABSENT: Dr. Cloutier. Mr. Kelley recused himself from the matter. THE VICE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- f) Mr. Gordon discussed the Staff Report and stated Staff would recommend conditional approval provided a fire hydrant was installed within 250' of Tract A along West Park Avenue, addresses were depicted on the plat, and drainage calculations were submitted to the Terrebonne Parish Engineering Division for review and/or approval.
- g) Mr. Elfert moved, seconded by Mr. Kurtz: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for Tracts "A" & "B", Property belonging to Jacques F. Mire, Jr."

The Vice Chairman called for a vote on the amended motion offered by Mr. Elfert. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Ostheimer; ABSENT: Dr. Cloutier. Mr. Kelley recused himself from the matter. THE VICE CHAIRMAN DECLARED THE AMENDED MOTION ADOPTED.

- 4. The Vice Chairman called to order the Public Hearing for a conceptual and preliminary application by Jacques Mire, Jr. for Process C, Major Subdivision for Mire Subdivision.
  - a) Mr. Terral Martin, GSE Associates, LLC, representing the developer, discussed the location and division of property. He stated they would do three phases of the 138 lots.
  - b) The Vice Chairman recognized Ann Barker Fairley, 132 Waterplant Road, who expressed concerns of who the Developer was, maintenance of the package plant, traffic, drainage, sufficient green space, and the area turning into a mobile home park or entry-level homes.
  - c) The Vice Chairman recognized Debby Terry, 228 Waterplant Road, who expressed concerns of the nice homes in Callahan Estates and opposing smaller homes that would affect their home values and traffic.
  - d) The Vice Chairman recognized Henry Johnson, 282 Waterplant Road, who expressed concerns of traffic, speeding, decrease in property values, and requested them to reconsider the layout.
  - e) The Vice Chairman recognized Shawn Landry, 162 Mamie Drive, who expressed concerns with the drainage servitude, sewer treatment plant for 138 homes, and traffic and enforcement of the same.
  - f) The Vice Chairman recognized Duana Williams, 216 Waterplant Road, who expressed concerns of her home value being depreciated, traffic, the plan being revised to have more comparable lot sizes as theirs, restrictions on the homes, and a buffer.
  - g) The Vice Chairman suggested getting Councilwoman Beryl Amedée involved.
  - h) The Vice Chairman recognized Mrs. Fairley who stated Councilwoman Amedée didn't have a chance to review the plan and could not make the meeting due to a prior commitment.
  - i) Mr. Martin stated Mr. Mire was the Developer and Owner of the property and that Phase A would consist of bigger homes than in Phases B & C. He stated they would be stick-built, curb and gutter with subsurface drainage, cement slabs, and ponds as aesthetics.
  - j) Mrs. Williams moved, seconded by Mr. Erny: "THAT the HTRPC continue the public hearing and table the conceptual and preliminary application for Process C, Major Subdivision, for Mire Subdivision until the next regular meeting of October 25, 2012."
  - k) Discussion was held with regard to green space, numerous driveways along Waterplant Road due to the small size of the lots and a traffic study that may be required at the Engineering Stage.

The Vice Chairman called for a vote on the motion offered by Mrs. Williams. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Mr. Ostheimer; ABSENT: Dr. Cloutier. Mr. Kelley recused himself from the matter. THE VICE CHAIRMAN DECLARED THE MOTION ADOPTED.

5. The Vice Chairman called to order the Public Hearing for an application by Anne Marie Dupont Boudreaux for Process D, Minor Subdivision for the Division of land belonging to Anne Marie Dupont Boudreaux.

- a) Mr. Allen Woodard, representing the developer, discussed the location and division of property.
- b) No one from the public was present to speak.
- c) Mr. Thibodeaux moved, seconded by Mr. Kelley: "THAT the Public Hearing be closed."

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

- d) Mr. Gordon discussed the Staff Report and stated Staff recommended conditional approval provided drainage arrows were depicted for Tract G, drainage plan is specified on the plat, flood zone and required elevation be placed on the plat, and utility letters are submitted.
- e) Mr. Kurtz moved, seconded by Mr. Erny: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for the Division of land belonging to Anne Marie Dupont Boudreaux conditioned upon drainage arrows being depicted for Tract G, drainage plan is specified on the plat, flood zone and required elevation be placed on the plat, and utility letters are submitted."

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

#### G. STAFF REPORT:

- 1. Mr. Gordon stated they were going to go over Chapters 1-3 of Comprehensive Master Plan briefly and discuss at tonight's meeting. They would continue going over three chapters at a time at the next meetings until finished.
  - a) Mr. Thibodeaux suggested handling these matters at the beginning of the meeting so public would be present for the same.
  - b) Discussion was held with regard to holding Special Meetings instead and do four chapters instead.
  - c) Mr. Thibodeaux moved, seconded by Mr. Schouest: "THAT the HTRPC authorize Staff and the Chairman to identify appropriate dates and times for a couple of special meetings to address the matter."
  - d) Discussion was held with regard to the Chairman's intent to close the public hearing, go over the plan and accept public speaker cards and keep time limit.

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

#### H. ADMINISTRATIVE APPROVALS:

Mr. Erny moved, seconded by Mrs. Williams: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-8."

- 1. Revised Lots 12 & 13, Property of Cropland Investment Group, LLC, et al, Sections 3 & 4, T16S-R16E & T16S-R17E, Terrebonne Parish, LA
- 2. A Redivision of Property belonging to J & D Sontheimer Properties, L.L.C., et al, Section 6, T16S-R17E, Terrebonne Parish, LA

3. Survey of Two Tracts of Land belonging to D.C. Walther, Sections 56, 56 & 11, T16S-R16E, Terrebonne Parish, LA
4. Survey of Revised Tracts "B" & "C", A Redivision of Tracts "A", "B", & "C" and Lots 5 & 6, Property belonging to DJW Property Management, LLC, Sections 5 & 6, T16S-R16E & T16S-R17E, Terrebonne Parish, LA
5. Lots "A" & "B", A Revision of Lots 6, 7, & 8, Block 10, Jastremski Addition to the City of Houma, Sections 6, 7, & 96, T17S-R17E, Terrebonne Parish, LA
6. Survey showing 97.00' Property Line Shift on Property belonging to Mario Manufacturing, Inc. between Tract G-D-E-F-G and Tract H-C-D-G-H to be acquired by Gordon P. Moss, Section 12, T17S-R17E, Terrebonne Parish, LA
7. Lot "1" of Hollywood Fields Subdivision and Lot "1-A", Property of Augustus A. Harmon, Jr., Section 102, T17S-R17E, Terrebonne Parish, LA
8. Revised Lot 6 of Block 2, Addendum No. 11 to Southdown West Subdivision, Section 102, T17S-R17E, Terrebonne Parish, LA

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

J. COMMITTEE REPORTS:

1. Subdivision Regulations Review Committee: None.
2. Comprehensive Master Plan Update:
  - a) Mr. Erny moved, seconded by Mr. Kelley: "THAT the Public Hearing be closed."

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

3. Master Thoroughfare Plan Committee Update:
  - a) The Vice Chairman called to order the Public Hearing for review and community input with regard to the Master Thoroughfare Plan revisions.
  - b) Mr. Gordon requested the matter be tabled since the property owner letters didn't go out.
  - c) The Vice Chairman recognized Mr. Josh Manning, 112 St. Anne Drive, South Central Development & Planning Commission, who represents the MPO and stated they are federally required to have a 25-year Master Transportation Plan for the Houma-Terrebonne Region and this project is in their plan and they endorse. He stated this is a much needed corridor.
  - d) Discussion was held with regard to the Planning Commission being expected to take action on this matter, have this corridor in place so subdivisions can develop around, and advertising in the paper along with property owner letters being sent out which has never been done before.
  - e) Mr. Thibodeaux moved, seconded by Mr. Schouest: "THAT the Public Hearing be continued."
  - f) Discussion ensued with regard to the Master Thoroughfare Plan and South Central's plans coordinated with one another and the MPO covering parishes in a regional perspective.

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

J. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:
  - a) Mr. Thibodeaux discussed driveways along West Park Avenue and Mr. Gordon stated Mr. Ronnie Shaw did submit a plan to DOTD where he was restricted to any further access to the highway.
  - b) Mr. Schouest discussed property signs when rezoning property as an additional means to notifying residents of public hearings, etc.

2. Vice Chairman's Comments:

- a) The Vice Chairman discussed typical water flow and the wind's capability with regard to flooding from Hurricane Isaac in the LaPlace and surrounding areas.

K. PUBLIC COMMENTS: None.

L. Mr. Thibodeaux moved, seconded Mr. Erny: "THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 8:42 p.m."

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

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

*Kenneth L. Rembert*

LAND SURVEYORS

*Since 1973*

635 SCHOOL ST. HOUMA, LA. 70360  
504-879-2782 (FAX) 504-879-1641

September 20, 2012

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

Att: Mr. Pat Gordon:

Re: APPLICATIONS - ITEM 2, LOTS 2-A THRU 2-F & REVISED LOT 2, ADD. #1 TO  
NORTH TERREBONNE COMMERCIAL PARK, GRAY, TERREBONNE PARISH, LA

Dear Pat:

Please remove the above referenced item from consideration at tonight's meeting. We will  
reschedule it for next month's meeting.

Thank you.

Sincerely,

  
Kenneth L. Rembert

KLR/apr