

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

- A. The Chairman, Dr. L. A. “Budd” Cloutier, Jr., called to order the regular meeting of December 20, 2012 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 6:58 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: Dr. L.A. “Budd” Cloutier, Jr., Chairman; Mr. Richard Elfert; Mr. James Erny; Mr. Jeremy Kelley; Mr. Keith Kurtz; Mr. Alex Ostheimer, Vice Chairman; Mr. Gerald Schouest; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Mrs. Marsha Williams, Secretary/Treasurer. 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. Mr. Erny moved, seconded by Mr. Kurtz: “THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of November 15, 2012.”

The 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. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
 2. Mr. Erny moved, seconded by Mr. Kurtz: “THAT the HTRPC accept the minutes, as written, for the Zoning & Land Use Commission for the regular meeting of November 15, 2012.”

The 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. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- D. Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC emit payment for the December 20, 2012 invoices and approve the Treasurer’s Report of November 2012.”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
1. Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC amend the 2012 Budget as proposed.”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
 2. Mr. Ostheimer moved, seconded by Mr. Kelley: “THAT the HTRPC accept the Proposed 2013 Budget as presented.”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. ANNUAL ORGANIZATIONAL MEETING:
1. Mr. Ostheimer stated that Martin & Pellegrin, CPA was the only proposal received to perform the 2012 Audit in the amount of \$2,950.00.
 - a) Mr. Ostheimer moved, seconded by Mr. Kelley: “THAT the HTRPC accept the \$2,950.00 proposal from Martin & Pellegrin, CPA, to perform the 2012 audit.”

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

2. The Chairman stated the next item on the agenda was Election of Officers for 2013.
 - a) Mr. Elfert nominated Dr. L.A. “Budd” Cloutier, Jr. for the position of Chairman.
 - (1) Mr. Ostheimer moved, seconded by Mr. Kelley: “THAT the nominations for the position of Chairman be closed and Dr. L.A. “Budd” Cloutier, Jr. be elected as Chairman by acclamation.”

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
 - b) Mr. Erny nominated Mr. Alex Ostheimer for the position of Vice-Chairman.
 - (1) Mr. Erny moved, seconded by Mr. Kelley: “THAT the nominations for the position of Vice-Chairman be closed and Mr. Alex Ostheimer be elected as Vice-Chairman by acclamation.”

The 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. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
 - c) Mr. Ostheimer nominated Mrs. Marsha Williams for the position of Secretary/Treasurer.
 - (1) Mr. Ostheimer moved, seconded by Mr. Thibodeaux: “THAT the nominations for the position of Secretary/Treasurer be closed and Mrs. Marsha Williams be elected as Secretary/Treasurer by acclamation.”

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

F. COMMUNICATIONS: None.

G. APPLICATIONS:

1. The Chairman called to order the Public Hearing for an application by Annie 1, LLC for Process D, Minor Subdivision for Lots 2-A thru 2-F & Revised Lot 2, Addendum No. 1 to North Terrebonne Commercial Park.
 - a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, representing Mr. Shaw, discussed the location and division of property. He requested approval of only Lots 2-A thru 2-E since there were issues with Waterworks for Lot 2-F. He also stated Mr. Milford would address drainage.
 - b) Mr. Gene Milford, Milford & Associates, Inc., discussed the drainage and stated they would resolve/comply all drainage concerns.
 - c) Mr. Ronnie Shaw, 155 Autumn Drive, Developer, stated they have worked hard to comply with the regulations.
 - d) 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. Elfert, Mr. Erny, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.
 - e) Mr. Gordon discussed the Staff Report and stated Staff recommended conditional approval provided drainage calculations were reviewed and approved by the Terrebonne Parish Engineering Division.
 - f) Ms. Joan Schexnayder, Terrebonne Parish Engineering Division, read a letter dated December 20, 2012 concerning the punch list items for the development [See ATTACHMENT A].

- g) Discussion was held with regard to approving all of the lots with the exception of Lot 2-F in order to resolve Waterworks' issues. Mr. Rembert stated he could redraw the plat to only show Lots 2-A thru 2-E and omit Lot 2-F.
- h) Mr. Ostheimer moved, seconded by Mr. Erny: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Lots 2-A thru 2-E to 1 to North Terrebonne Commercial Park conditioned on the plat being revised to depict only Lots 2-A thru 2-E and the Developer complying/resolving all punch list items on the Terrebonne Parish Engineering Division's letter dated December 20, 2012 within (30) days [See ATTACHMENT A]."

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

- 2. The Chairman called to order the Public Hearing for an application for Process D, Minor Subdivision, for Tracts 1-E thru 1-J, A Redivision of Tracts 1-A and 1-B, Property belonging to Eloise Breaux Champagne, et al.

- 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 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. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Gordon discussed the Staff Report and stated Staff would recommend conditional approval provided a fire hydrant was installed and addressing was placed on all lots on the plat.
- e) Discussion was held with regard to minor subdivisions and ensuring drainage requirements are met.
- f) Mr. Kurtz moved, seconded by Mr. Erny: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts 1-E thru 1-J, A Redivision of Tracts 1-A and 1-B, Property belonging to Eloise Breaux Champagne, et al conditioned upon the installation of a fire hydrants and addressing is depicted on all lots."

The 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. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

Mr. Gerald Schouest recused himself from the next item.

- 3. The Chairman called to order the Public Hearing for a Process D, Minor Subdivision, for Tracts "X-1", "X-2", "X-3", & "X-4", A Redivision of a portion of Property belonging to Greg P. Malbrough, et al.

- 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. Erny moved, seconded by Mr. Kurtz: "THAT the Public Hearing be closed."

The 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. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Schouest and Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Gordon discussed the Staff Report and stated Staff would recommend conditional approval provided a letter of compliance was received by Waterworks, a fire hydrant was installed to facilitate Tract “X-3” and addressing be depicted on all lots.
- e) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts “X-1”, “X-2”, “X-3”, & “X-4”, A Redivision of a portion of Property belonging to Greg P. Malbrough, et al conditioned upon a letter of compliance from Waterworks, installation of a fire hydrant to facilitate Tract “X-3”, and addressing be depicted on all lots.”

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

- 4. The Chairman called to order the Public Hearing for an application requesting conceptual and preliminary approval for Process C, Major Subdivision, for Sugar Mill Olde Towne, Addendum No. 1, Phase B.

- a) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., representing the Developer, stated this subdivision had come to the Planning Commission previously but had to be resubmitted due to time restraints.
- 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 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. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Gordon discussed the Staff Report and stated Staff would recommend conditional approval provided upon adherence of the letter from Pollution Control and all utility letters are submitted indicating service availability.
- e) Discussion was held with regard to the property being 65-70% developed and it following the master plan.
- f) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC grant approval of the application for Process C, Major Subdivision, for Sugar Mill Olde Towne, Addendum No. 1, Phase B conditioned upon adherence of Pollution Control’s letter and submittal of all utility letters.”

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

- 5. The Chairman called to order the Public Hearing for an application requesting conceptual and preliminary approval for Process C, Major Subdivision (Road Project), Don Felipe Boulevard.

- a) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., representing the Developer, stated all lots were developed and this submittal was only for a public road.
- b) No one from the public was present to speak.
- c) Mr. Thibodeaux moved, seconded by Mr. Schouest: “THAT the Public Hearing be closed.”

The 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. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Gordon discussed the Staff Report and stated Staff would recommend conditional approval provided addresses were placed on Lot 3-A, fire hydrants were depicted on the plat, compliance with Waterworks, and submittal of all utility letters.
- e) Mr. Erny moved, seconded by Mr. Kelley: “THAT the HTRPC grant approval of the application for Process C, Major Subdivision (Road Project), for Don Felipe Boulevard conditioned addresses were placed on Lot 3-A, fire hydrants were depicted on the plat, compliance with Waterworks, and submittal of all utility letters.”

The 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. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 6. The Chairman stated the next item on the agenda under Applications was an application requesting engineering approval for Process C, Major Subdivision, for Sugar Pointe Commercial Park.

- a) Ms. Joan Schexnayder, Terrebonne Parish Engineering Division, read a letter dated December 12, 2012 with regard to the punch list items for the development [See *ATTACHMENT B*].
- b) Mr. Gordon discussed the anticipation of Valhi Boulevard being rezoned to commercial which was denied by the Council at the previous night’s meeting. The designation of “open land” would not allow for a “commercial” development. He also spoke of an agreement back in 2008 to extend the streets to Valhi Boulevard. He stated they shouldn’t go forward with this development at the time and the matter be tabled.
- c) Mr. William Strickland, GSE Associates, representing the Developer, stated they were unaware of the denial to rezone the property to commercial and would contact the Developer for further instruction.
- d) Mr. Freeman concurred with Mr. Gordon’s request to table.
- e) Discussion was held with regard to the zoning of the area.
- f) Mr. Ostheimer moved, seconded by Mr. Kurtz: “THAT the HTRPC table the application for Process C, Major Subdivision, for Sugar Pointe Commercial Park until the next regular meeting of January 17, 2013 [See *ATTACHMENT B*].”

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

- 7. The Chairman stated the next item on the agenda under Applications was an application requesting engineering approval for Process C, Major Subdivision, for Northpark, Phase 1.

- a) Ms. Joan Schexnayder, Terrebonne Parish Engineering Division, read a letter dated December 19, 2012 with regard to the punch list items for the development [See *ATTACHMENT C*].
- b) Mr. Gene Milford, Milford & Associates, Inc., requested a variance from items 5d, 5h, & 5i.
- c) Discussion was held with regard to the reasoning for the variance requests. The elimination of the fence around the pond was due to aesthetics and would have to be put up for Phase 1 but could be taken down for Phase 2. The freeboard issue on the detention pond was a typical variance. The centerline slope issue was a transitional item around the oak trees to make sure water gets to the catch basins.
- d) Mr. Erny moved, seconded by Mr. Ostheimer: “THAT the HTRPC grant engineering approval of the application for Process C, Major Subdivision, for Northpark, Phase 1 with a variance granted on punch list items 5d, 5h, & 5i and conditioned upon the Developer complying/resolving all remaining punch list items per the Terrebonne Parish Engineering Division’s letter dated December 19, 2012 [See *ATTACHMENT C*].”

- e) Discussion was held with regard to the development being able to stand alone concerning drainage, variance from the fence requirement, and indicating the reasoning for variances granted.
- f) Mr. Schouest offered a substitute motion, seconded by Mr. Thibodeaux: “THAT the HTRPC grant engineering approval of the application for Process C, Major Subdivision, for Northpark, Phase 1 with a variance granted on punch list items 5d & 5h and conditioned upon the Developer complying/resolving all remaining punch list items per the Terrebonne Parish Engineering Division’s letter dated December 19, 2012 [See *ATTACHMENT C*].”

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

H. STAFF REPORT: None.

I. ADMINISTRATIVE APPROVALS:

Mr. Erny moved, seconded by Mr. Ostheimer: “THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-11.”

1. Revised Lots 2-A & 2-B, A Redivision of Revised Lots 2-A & 2-B of Block 4, Ashland Commercial Park Subdivision, Section 79, T18S-R18E, Terrebonne Parish, LA
2. Revised Lots 5 & 6, A Redivision of Lots 5 & 6 of Picou Rentals, Inc. Subdivision, Section 12, T17S-R17E & Section 20, T17S-R18E, Terrebonne Parish, LA
3. Revised Lots 8 & 9, Addendum No. 2, Phases A & B and Revised Lot 10, Addendum No. 1 to Energy Center of Southeast Louisiana, A Redivision of Lot 8, Phase A, Lot 9, Phase B, and Lot 10, Property belonging to Cropland Investment Group, L.L.C., Section 4, T16S-R17E, Terrebonne Parish, LA
4. Revised Tract C-1-A and Revised Tract C-2 being part of the Semple Plantation, Sections 9 & 13, T17S-R18E, Terrebonne Parish, LA
5. Survey of Tract L-N-O-P-M-L being a portion of Property of Walter Land Company, Section 1, T18S-R17E, Terrebonne Parish, LA
6. Revised Lots 1 and 2, Block 1 of Coteau Business Park, Section 49, T16S-R17E, Terrebonne Parish, LA
7. Lots 11 & 12 of Block 2, Bayou Gardens Estates Subdivision, Section 57, T16S-R17E, Section 57, T16S-R17E, Terrebonne Parish, LA
8. Tract 2 and Revised Tract 1, Property belonging to Grace Christian Fellowship of Houma, Louisiana, Sections 64 & 65, T16S-R17E, Terrebonne Parish, LA
9. Revised Lots 7 & 10, Addendum No. 1 & 2 to Energy Center of Southeast Louisiana and Revised Lot 2, Addendum No. 1 to North Terrebonne Commercial Park, Section 4, T16S-R16E & Section 4, T16S-R17E, Terrebonne Parish, LA
10. Revised Parcels 1 & 2, A Redivision of Parcels 1 & 2, Property of Terrebonne Parish Consolidated Government, Section 6, T17S-R17E, Terrebonne Parish, LA
11. Revised Lots 15 & 16, A Redivision of Lots 15 & 16, Heirs of Willie Bonvillain Property Division, Property belonging to Josephine Bonvillain, et al, Section 1, T19S-R17E, Terrebonne Parish, LA

The 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. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

J. COMMITTEE REPORTS:

1. Subdivision Regulations Review Committee:

- a) Mr. Ostheimer stated they had a lengthy discussion on minor subdivisions and believe what is happening now is not what was intended when minor subdivisions were put in the regulations. He stated they would have another meeting before the next regular meeting and hope to report their findings and recommendations for consideration.
- b) Mr. Ostheimer stated they also discussed older areas of the parish being flooded more than normal and would ask the Engineering Division to come and address the matter.

2. Comprehensive Master Plan Update:
 - a) Mr. Gordon stated the plan has been accepted by the Planning Commission and Mr. Black is making some modifications with regard to comments received and be resubmitting a final draft to the Council for the second meeting in January.
3. Master Thoroughfare Plan Committee Update:
 - a) Mr. Gordon stated they met with GSE Associates and they have met with all property owners and have made all necessary adjustments and would like to resubmit for the January meeting and have another public hearing.
 - b) Mr. Ostheimer asked if we would notify the property owners once again, but Mr. Gordon stated it's been on the agenda every meeting and no one has come back to the meetings.
4. Fire Protection Committee (Resolution Review) Update:
 - a) Mr. Gordon stated he was contacted by Councilman Danny Babin who requested a committee be formed of Planning Commission members, Staff, Council, Fire Chief's Association, and Waterworks to go through the regulations and come up with a resolve.
 - b) Dr. Cloutier stated he would serve along with Mr. Elfert and Mr. Ostheimer from the Planning Commission

K. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:
 - a) Mr. Erny discussed traffic along Martin Luther King Boulevard where it was never anticipated to be as much as it is and requested looking into possible service roads.

Mr. Gordon stated lowering the speed limit may also help. He also suggested getting more involved with the MPO regarding transportation issues.

Discussion ensued with regard to roundabouts and the possibility of them being included here in the Parish.
 - b) Mr. Kelley discussed variance requests and the need for better explanations to why the variance is being requested.

Discussion ensued with regard to variance requests.
2. Chairman's Comments:
 - a) Dr. Cloutier thanked everyone for their hard work and time spent on the Commission the past year.

L. PUBLIC COMMENTS:

1. The Chairman recognized Ronnie Shaw, 155 Autumn Drive, who congratulated the new officers on the Commission and requested notice of any subdivision regulations review meetings. He further discussed a possible committee to discuss last minute engineering reviews and using consultants as done previously to review engineering plans and such.

- M. Mr. Erny moved, seconded Mr. Ostheimer: "THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 8:58 p.m."

The 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. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Williams. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

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