

MINUTES
HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION
MEETING OF JULY 21, 2022

- A. The Vice-Chairman, Mr. Jan Rogers, called the meeting of July 21, 2022 of the HTRPC to order at 6:09 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Rev. Corion Gray and the Pledge of Allegiance led by Mr. Rogers.
- B. Upon Roll Call, present were: Mr. Ross Burgard; Ms. Rachael Ellender, Secretary/Treasurer; Rev. Corion Gray; Jan Rogers, Vice-Chairman; Mr. Travion Smith; Mr. Barry Soudelier; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Mr. Kevin Faulk and Mr. Robbie Liner, Chairman. Also present were Mr. Christopher Pulaski, Director, Department of Planning & Zoning; Ms. Joan Schexnayder, TPCG Engineering Division; and Mr. Derick Bercegeay, Legal Advisor.
- C. **CONFLICTS DISCLOSURE:** The Vice-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 himself or herself from participating in the debate, discussion, and voting on that matter. *There were no conflicts to report.*
- D. **APPROVAL OF THE MINUTES:**
1. Mr. Thibodeaux moved, seconded by Mr. Burgard: “THAT the HTRPC accept the minutes as written, for the Regional Planning Commission for the regular meeting of June 16, 2022.”
- The Vice-Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Ms. Ellender moved, seconded by Mr. Thibodeaux: “THAT the HTRPC remit payment for the July 21, 2022 invoices and approve the Treasurer’s Report of June 2022.”
- The Vice-Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **COMMUNICATIONS:**
1. Mr. Pulaski read an email from Heather Klingman, Duplantis Design Group, requesting to table the conceptual & preliminary application for Thibodeaux South Subdivision until the next regular meeting of August 18, 2022 [See *ATTACHMENT A*].
- a) Ms. Ellender moved, seconded by Mr. Soudelier: “THAT the HTRPC table the application for conceptual & preliminary approval for Process C, Major Subdivision, for Thibodeaux South Subdivision until the next regular meeting of August 18, 2022 as per the Developer’s request [See *ATTACHMENT A*].”
- The Vice-Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
- G. **OLD BUSINESS:**
1. The Vice-Chairman called to order the application by Louisiana Land Trust requesting final approval for Process C, Major Subdivision, for The New Isle, Phase 1.
- a) Mr. James Andermann, CSRS, Inc., introduced Mr. Michael Taylor, Louisiana Land Trust; Mr. Nick Bogen, CSRS, Inc.; and Mr. Naquin, BET Construction. He stated the lights were backordered, but all major sewer issues have been rectified.
- b) Ms. Joan Schexnayder, TPCG Engineering Division, read a memo dated July 21, 2022 regarding the punch list items for the development [See *ATTACHMENT B*].
- c) Mr. Pulaski stated the building permit office was conducting inspections on the first group of homes and stated Staff would recommend conditional approval provided upon the Developer complying/resolving all punch list items per TPCG Engineering’s memo.

- d) Mr. Burgard moved, seconded by Rev. Gray: “THAT the HTRPC grant final approval of the final application for Process C, Major Subdivision, for The New Isle, Phase 1 conditioned upon the Developer complying/resolving all punch list items per TPCG Engineering Division’s memo dated July 21, 2022 [See *ATTACHMENT B*].”
- e) Discussion was held regarding the roadway warranty being for two years rather than the typical one year.
- f) Discussion ensued regarding \$9.8 million going to BET and \$32 million going to homes, community center, force main, etc.

The Vice-Chairman called for a vote on the motion offered by Mr. Burgard. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.

H. APPLICATIONS / NEW BUSINESS:

1. The Vice-Chairman called to order the Public Hearing for an application by David A. Abels, requesting approval for Process D, Minor Subdivision, for Lots 8-A & 8-B, A Redivision of Lot 8, Block 3, Addendum No. 2, Magenta Estates West Subdivision.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property.
- b) There was no one from the public present to speak on the matter.
- c) Mr. Thibodeaux moved, seconded by Mr. Burgard: “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. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend conditional approval provided upon the submittal of all utility letters and the municipal address for Lot 8-B be depicted on the plat.
- e) Mr. Soudelier moved, seconded by Ms. Ellender: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Lots 8-A & 8-B, A Redivision of Lot 8, Block 3, Addendum No. 2, Magenta Estates West Subdivision conditioned upon the submittal of all utility letters and the municipal address for Lot 8-B be depicted on the plat.”

The Vice-Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.

2. The Vice-Chairman called to order the Public Hearing for an application by Joann Kaack, requesting approval for Process D, Minor Subdivision, for Revised Parcel 3-A & Lot 55, A Redivision of Parcel 3-A belonging to Four Geaux Louisiana, LLC.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, stated they would like to table the matter until the next regular meeting of August 18, 2022.
- b) Mr. Thibodeaux moved, seconded by Mr. Smith: “THAT the HTRPC table the application for Process D, Minor Subdivision, for Revised Parcel 3-A & Lot 55, A Redivision of Parcel 3-A belonging to Four Geaux Louisiana, LLC until the next regular meeting of August 18, 2022 as per the Developer’s request.”

The Vice-Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.

3. The Vice-Chairman called to order the Public Hearing for an application by Dale Olivier & Darrin Olivier requesting approval for Process D, Minor Subdivision, for Tracts 6A-1 & 6A-2, A Redivision of Tract 6A, Property belonging to the Estate of Austin P. Olivier, Jr., et al.
 - a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property.
 - b) The Vice-Chairman recognized Debi Benoit, 120 Royce Street, who inquired about the intent of the property and stated concerns of there not being enough information given about the matter, drainage issues, and presented a petition of neighbors against the matter.
 - c) The Vice-Chairman recognized Gwen Davis, 228 Royce Street, who was also speaking on behalf of her sister at 122 Royce Street, expressed concerns about the development.
 - d) The Vice-Chairman recognized Suzanne Duet, 202 Royce Street, who stated she owned four homes in the area and expressed concerns of flooding.
 - e) Mr. Thibodeaux moved, seconded by Mr. Soudelier: "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. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

 - f) Discussion was held regarding the Department of Health's objection due to a sewer treatment plant that failed inspection and the division of property that includes homes that were existing.
 - g) The Vice-Chairman recognized Darrin Oliver, Developer, 4402 Southdown Mandalay Road, who stated they wished to divide the property in order to sell the homes.
 - h) Discussion was held regarding the drainage and having the residents call their councilman to discuss. Discussion ensued with regard to the property being divided and that the property would remain classified as the same.
 - i) Mr. Pulaski stated that permits would be required to build anything on the property and drainage calculations would have to be performed should there be 70% impervious surface.
 - j) Rev. Gray moved, seconded by Mr. Thibodeaux: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts 6A-1 & 6A-2, A Redivision of Tract 6A, Property belonging to the Estate of Austin P. Olivier, Jr., et al conditioned upon an approval letter from Louisiana Department of Health."
 - k) Ms. Benoit reapproached the podium and stated she still was not comfortable with the matter and all she received in the mail was a sketch. Mr. Pulaski indicated that if there were any further development on the property, a residential building park approval would be required and they would again, be notified.

The Vice-Chairman called for a vote on the motion offered by Rev. Gray. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
4. The Vice-Chairman called to order the Public Hearing for an application by Lathem Homes, LLC, requesting approval for Process D, Minor Subdivision, for Lots 1-A and 1-B, A Redivision of Lot 1, Block 1 to Henderson Park Subdivision.
 - a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He stated they were requesting a variance from the fire hydrant distance requirements.
 - b) There was no one from the public present to speak on the matter.
 - c) Mr. Thibodeaux moved, seconded by Mr. Burgard: "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. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval of the variance and conditional approval of the minor subdivision provided upon the applicant either adding a servitude of passage on Lot 1-A for the adjacent driveway or remove the portion that is encroaching onto Lot 1-A.
- e) Discussion was held regarding the driveways and providing a servitude for access to the home in the rear. Discussion ensued regarding the existing parking and two spots being allocated for each home but adjusting the width of the servitude to accommodate Lot 1-B.
- f) Mr. Burgard moved, seconded by Mr. Soudelier: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Lots 1-A and 1-B, A Redivision of Lot 1, Block 1 to Henderson Park Subdivision conditioned upon the plat being revised to provide individual parking spaces for 105A and 105B, add a servitude of passage on Lot 1-A for the adjacent driveway or remove the portion that is encroaching onto Lot 1-A, and installation of the sewer tap per TPCG Pollution Control."

The Vice-Chairman called for a vote on the motion offered by Mr. Burgard. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, & Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Rogers & Mr. Thibodeaux; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.

- 5. The Vice-Chairman called to order the Public Hearing for an application by Coastal Commercial Properties, LLC, requesting approval for Process D, Minor Subdivision, for Lots 1 thru 5, Block 1 and Lots 1 thru 4, Block 2 of Coastal Oak subdivision, A Redivision of Tract 1B belonging to Coastal Commercial Properties, LLC.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property.
- b) The Vice-Chairman recognized Louis Eschete, 3557 Bayou Black Drive, who discussed a drainage canal maintained by himself and Mr. St. Martin for 30+ years. He stated they needed to meet up with the property owner to come up with a resolution as to not have the drainage system supporting the new subdivision. Upon questioning, Mr. Eschete stated there were private pumps that maintain a lot the property's drainage that pumped to the private canal.

- c) Mr. Burgard moved, seconded by Ms. Ellender: "THAT the Public Hearing be closed."

The Vice-Chairman called for a vote on the motion offered by Mr. Burgard. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval with no conditions.
- e) Mr. Rembert stated there was a 50' right of way requested by Mr. St. Martin but his draftsman inadvertently put as public.
- f) Ms. Schexnayder stated that the pump was private but the runoff cannot be any more than the previous activity and the homes along the highway will have no impact.
- g) Mr. Eschete reiterated that he was not against the development and he just wanted to be able to work out the drainage situation.
- h) Rev. Gray moved, seconded by Mr. Soudelier: "THAT the HTRPC table the application for Process D, Minor Subdivision, for Lots 1 thru 5, Block 1 and Lots 1 thru 4, Block 2 of Coastal Oak subdivision, A Redivision of Tract 1B belonging to Coastal Commercial Properties, LLC until the next regular meeting of August 18, 2022."
- i) Discussion was held regarding future development on Tract 1-B and drainage would have to be provided at that time. Discussion ensued regarding the 72'

entrance being enough allowance for a future boulevard. Ms. Schexnayder stated it were enough whether it was an open ditch or curb and gutter.

The Vice-Chairman called for a vote on the motion offered by Rev. Gray. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.

6. *Tabled until the next regular meeting of August 18, 2022 as per the Developer's request.* Thibodeaux South Subdivision. [See *ATTACHMENT A*]
7. The Vice-Chairman called to order the application by Pete-Land Properties, LLC requesting engineering approval for Process C, Major Subdivision, for Emerson Lakes, Phase 3.

- a) Mr. Gene Milford, Milford & Associates, Inc., was present to represent the application.
- b) Ms. Joan Schexnayder, TPCG Parish Engineer, read a memo dated July 21, 2022 with regard to the punch list items for the development [See *ATTACHMENT C*].
- c) Mr. Milford stated they would resolve/comply with all punch list items and requested to be allowed to work with Engineering on Item 3.b regarding rear lot drainage.
- d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend conditional approval provided the applicant completes all of the items on the Engineering Division's punch list [See *ATTACHMENT C*].
- e) Mr. Thibodeaux moved, seconded by Ms. Ellender: "THAT the HTRPC grant engineering approval of the application for Process C, Major Subdivision, for Emerson Lakes, Phase 3 conditioned upon the Developer complying/resolving all punch list items per TPCG Engineering Division's memo dated July 21, 2022 [See *ATTACHMENT C*]."

The Vice-Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.

8. The Vice-Chairman called to order the application by Richard Development requesting engineering approval for Process C, Major Subdivision, for Cypress Gardens Townhomes.

- a) Mr. Corbin Hebert, Delta Coast Consultants, LLC, was present to represent the application.
- b) Ms. Joan Schexnayder, TPCG Parish Engineer, read a memo dated July 12, 2022 with regard to the punch list items for the development [See *ATTACHMENT D*].
- c) Mr. Hebert requested a variance for Items 9, 12.b, 12.c, and 12.d and stated they would resolve/comply with all remaining punch list items.
- d) Mr. Pulaski stated there was a condition from the conceptual & preliminary application regarding an approval from Bayou Cane Fire Department which has been rectified. He discussed the Staff Report and stated Staff would recommend approval of the block length variance and conditional approval provided the applicant completes all of the items on the Engineering Division's punch list [See *ATTACHMENT D*].
- e) Ms. Schexnayder stated they met with the Engineer in May to discuss this development and the conceptual presented in May was not what was being presented today. She stated the Public Works Director, Mr. Rome, was not in favor of having servitudes within the drainage servitude.
- f) Mr. Thibodeaux moved, seconded by Mr. Burgard: "THAT the HTRPC table the engineering application for Process C, Major Subdivision, Cypress Gardens Townhomes until the next regular meeting of August 18, 2022."

The Vice-Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.

I. STAFF REPORT:

1. Mr. Pulaski discussed the history of travel reimbursements as it pertained to per diem for meals. Historically, Commissioners were not required to submit itemized meal receipts and that protocol changing for 2022 with no notice given from the Finance Department. He stated that the Planning Commission has its own bank account and budget and recommended the Planning Commission approve meal per diems to be paid to all Commissioners who attended the National Conference in April 2022 without itemized receipts but to have legal look into what the TPCG Council does and try to adopt a policy going forward.
 - a) Discussion was held regarding the conference attendees abstaining from the vote and further discussed conference charges, receipts, and obtaining a debit or credit card to use for pre-travel expenses.
 - b) Mr. Burgard moved, seconded by Mr. Soudelier: "THAT the HTRPC approve reimbursement for all meal per diems due Commissioners that attended the National Conference in San Diego, California without receipts."

The Vice-Chairman called for a vote on the motion offered by Mr. Burgard. THERE WAS RECORDED: YEAS: Mr. Burgard, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Rev. Gray, Ms. Ellender, Mr. Rogers, and Mr. Smith; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
 - c) Mr. Burgard moved, seconded by Mr. Smith: "THAT the HTRPC authorize Legal to look into and draft a policy similar to the TPCG Council's travel reimbursement and present at the August 18, 2022 regular meeting."

The Vice-Chairman called for a vote on the motion offered by Mr. Burgard. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
 - d) Ms. Ellender moved, seconded by Rev. Gray: "THAT the HTRPC authorize the TPCG Finance Department to inquire about the Planning Commission getting a debit or credit card, whichever feasible for their use, to use for pre-travel expenses (i.e. conference registration, transportation, hotel), and rather than having to reimburse Commissioners or provide advances."

The Vice-Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
2. Mr. Pulaski discussed the draft resolution for parish-wide community sewer and encouraged everyone to look it over and it'll be placed on the August agenda for a vote and hopefully forward it to the Parish President and Council.

J. ADMINISTRATIVE APPROVAL(S):

Ms. Ellender moved, seconded by Mr. Soudelier: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-9."

1. Revised Tract "A" and Revised Tract 1 belonging to Betty Bergeron Arceneaux and Ken J. Arceneaux, et ux; Section 41, T17S-R18E, Terrebonne Parish, LA (4308 & 4312 Fery Road / Councilman Steve Trosclair, District 9)
2. Revised Lots 21 & 22, Block 19, Add. No. 5 to Summerfield Place Subdivision; Section 103, T17S-R17E, Terrebonne Parish, LA (905 San Antonio Blvd. & 522 Amarillo Drive / Councilman Darrin Guidry, District 6)
3. Revised Lots 11-A and 11-B, A Redivision of Lots 11-A thru 11-C of Barrios Subdivision #2; Section 104, T17S-R17E, Terrebonne Parish, LA (1709 Bayou Black Drive and 504 & 506 July Drive / Councilman Danny Babin, District 7)
4. Revised Tract "D", A Redivision of Tracts "D" and "F" fo Columbia Business Properties, L.L.C., et al; Section 65, T20S-R18E, Terrebonne Parish, LA (6993 & 6695 Hwy. 56 / Councilman Dirk Guidry, District 6)
5. Division of Property belonging to 4228 Main Street Properties, LLC; Section 6, T16S-R16E & Section 6, T16S-R17E, Terrebonne Parish, LA (4228 West Main Street / Councilman John Amedée, District 4)

6. Revised Lot 1, A Redivision of Lot 1, Block 44 to Summerfield Place, Add. No. 16, Phase B; Section 82, T17S-R17E, Terrebonne Parish, LA *(500 Lancaster Drive / Councilman Darrin Guidry, District 6)*
7. Revised Tracts B, "A1-B," & "A1-C," A Redivision of Tracts B, "A1-B," & "A1-C," Property belonging to Oil States Skagit Smatco, Inc.; Sections 101 & 104, T17S-R17E, Terrebonne Parish, LA *(Mulberry Road / Councilman John Navy, District 1)*
8. Tract 2, Raw Land Division of the Neil Subdivision; Sections 5, 27, 28, 29, 30, 31, 37, & 38, T17S-R18E, Terrebonne Parish, LA *(10405 East Park Avenue / Councilman Steve Trosclair, District 9)*
9. Revised Lots H & J, A Redivision of Revised Lots H & J of Lot 198 of Crescent Plantation Subdivision; Section 101, T17S-R17E, Terrebonne Parish, LA *(110 & 114 Industrial Boulevard / Councilman Danny Babin, District 7)*

The Vice-Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.

K. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee: None.

L. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:
 - a) Mr. Thibodeaux inquired about Mr. Pulaski posting the public hearing sign for the proposed rezoning of portions of Parkwood Place Subdivision.
2. Vice-Chairman's Comments: None.

M. PUBLIC COMMENTS: None.

- N. Mr. Thibodeaux moved, seconded by Rev. Gray: "THAT there being no further business to come before the HTRPC, the meeting be adjourned at 6:52 p.m."

The Vice-Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Mr. Faulk & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.



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

From: [Heather Klingman](#)
To: [Becky Becnel](#)
Cc: [James Viguerie](#); [Christopher Pulaski](#)
Subject: RE: Public Hearing Signage, Thibodaux South Subdivision
Date: Monday, July 18, 2022 5:12:08 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)

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Becky,

Please allow this email to serve as our request to table the Thibodaux South Project until the August 18 meeting. Per our previous discussions, we will have the notification signage installed no less than 10 days prior to the August 18th meeting. Our plan is to have it installed on or just before 8/5. We will send you a picture of the sign once it is installed for confirmation. Thanks, and please call with any questions.

HEATHER R KLINGMAN

Principal

O: 985.447.0090 | C: 985.859.9207

E: hklingman@ddgpc.com

314 E. Bayou Road, Thibodaux, LA 70301



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TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

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July 21, 2022
Item No. G-1

TO: **Christopher M. Pulaski**

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

SUBJECT: **The New Isle Phase 1**
Final Re-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. Lights are not installed.
2. Approval from DOTD for the modifications done to the catchbasin at the turn lane.
3. Concrete debris needs to be removed from the lot across from the future community center.
4. Dirt piles need to be removed from the turn arounds.
5. Sidewalk at the intersection of Pelican Lane and Jean Charles Blvd is missing the pedestrian warning plate.
6. Striping needs to be placed to differentiate the roadway from the shoulder.
7. A two (2) year warranty will be required for the roadway.
8. Drainage
 - a. Culvert Y-24 is damaged under road panel, item will be reinspected at 1 year warranty.
 - b. Culvert Z-25A has a deviation and will be reinspected at the 1 year warranty.
9. Pollution Control
 - a. Multiple sags have been noted and need to be corrected.
 - b. Both Lift Stations
 1. Level transducer must be installed.
 2. Must have utility power (entergy 3 phase).
 3. SCADA antenna and tower must be installed.
 4. Fence, double gates, and walk through gate must be installed.
 5. Address sign must be installed.
 6. The concrete slab is cracked.
 7. Pump Serial tags.
 8. The pump station pumps need to be retested to validate the 1 year warranty.

The New Isle Phase 1

Final Re-Inspection

JES Memo to CP dated 07/21/22

Page 2 of 2

- c. Lift Station #2
 - 1. Replacement of the lift station wet well hatch must be installed properly.
 - 2. Insure warranty is valid on the lift station control panels after they got wet from hydrant hose.
 - 3. The grade area around Lift Station #2 must have the flow of storm water away from the lift station.
 - 4. There is washout of dirt around the concrete slab.
 - 5. Pump manual, SCADA, and panel diagrams and specs required.
- d. "A" side (reinspected 7/8/2022)
 - 1. All manholes must be grouted and epoxied.
 - 2. A11, A7, and A1 must have concrete around its 6'x6' isolation pad.
 - 3. All gravity mains need to be cleaned and free of mud and debris.
 - 4. The pipe from MH A1 to the lift station at 190' to 223' needs to be corrected to the proper grade.
- e. "B" side
 - 1. Lines need to be cleaned. They have mud in them from the leaks that were repaired.
 - 2. MH B5 grade needs to be corrected.
 - 3. MH B1 to MH A1 was unable to be inspected and videoed because water is backed up.
- f. As-built drawings need to be provided to pollution control. All pipes and manholes need to be corrected to grade.

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

cc: Michael Songy, P.E. (email)
David Rome (email)
Planning Commission (email)
Utilities Department (email)
Engineering Division
Reading File
Council Reading File




TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

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July 21, 2022
2nd Review
Item No. H-7

TO: **Christopher M. Pulaski**

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

SUBJECT: **Emerson Lakes Phase 3
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. 24.7.1.4.6 Architectural drawings are required for the 7 unit and the 5 unit with the building shift.
2. HS-03 dead end installation is required at the turnaround.
3. 24.7.6.2.6 Does not conform to the SDDM:
 - a. V.A.5 The typical section is missing the location of the electric servitude for the light.
 - b. V.A.6 All lots are not graded to drain to the street or to major drainage artery. The HTRPC is authorized to allow that portion of a lot that it deems appropriate to drain to the rear if the drainage is to be perpetually privately maintained, or drainage to the rear already exists or is to be dedicated. These lots do NOT qualify for this exception. There has been no method to drain provided.
4. 24.5.4.6.7 Approval letters should be provided from the following utilities:
 - a. Waterworks
 - b. Electric Utility
 - c. Gas Utility
 - d. Department of Health and Hospitals for water and sewer
5. 24.7.5.2 Approval from TPCG Utilities for street lights should be provided.

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

Attachment

cc: F.E. Milford, III, P.E. (email)
Utilities (email)
Planning Commission (email)
Engineering Division
Reading File (electronic)
Council Reading File (electronic)



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July 12, 2022
1st Review
Item No. H-8

TO: **Christopher M. Pulaski**

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

SUBJECT: **Cypress Gardens Townhomes
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. 24.7.1.4.6 Architectural drawings are required.
2. 24.5.4.7.6 Sawmill Pond needs to be revised to Sawmill Pond Drive on all plans.
3. DOTD permit is required.
4. Dead end signs are required at the turnaround on Sawmill Pond Drive.
5. "No parking" sign should be placed in the turnaround on Sawmill Pond Drive.
6. "No outlet" sign is required.
7. Speed limit and street name signs are not shown on the signage plan.
8. Servitude for culvert 126 is not shown on the plat, drainage plan, and plan/profile.
9. 24.7.6.3 Block length should not exceed 600 feet in length.
10. 24.5.4.7.8 Plans state the subdivision is located in sections 2 & 4, but is not delineated on the plat.
11. 24.7.6.1.6 Turnaround on Rue Flynn does not meet design requirements.
12. 24.7.6.2.6 Does not conform to the SDDM:
 - a. V.A.3. Finished grade is not shown at the right-of-way on the plan/profile.
 - b. V.A.4 Electric and communication servitudes shall not be in the pond servitude.
 - c. V.A.5. Drainage culverts are in electric servitude.
 - d. V.A.5. Electric servitude is in the road right-of-way.
 - e. V.A.5. Street lights on Sawmill Pond Drive are not located in the electric servitude.
 - f. V.A.6 All lots are not graded to drain to the street or to major drainage artery. The HTRPC is authorized to allow that portion of a lot that it deems appropriate to drain to the rear if the drainage is to be perpetually privately maintained, or drainage to the rear already exists or is to be dedicated; however, the percentage may not exceed 60% of the total depth of lots up to 225' deep.. These lots do NOT qualify for this exception.
 - g. V.A.8. Cross-sections show uneven proposed lot grades.
 - h. V.A.8. Pond servitudes are not shown on the cross-sections.
 - i. V.II. SWPPP is required.

13. 24.5.4.6.7 Approval letters should be provided from the following utilities:
 - a. Waterworks
 - b. Electric Utility
 - c. Gas Utility
 - d. Department of Health and Hospitals for water and sewer
 - e. TPCG Pollution Control.
14. 24.7.5.2 Approval from TPCG Utilities for street lights should be provided.
15. 24.7.6.4 A benchmark is required at the intersection of Rue Flynn and Sawmill Pond Drive

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: Benjamin Elliot, P.E. (email)
Utilities (email)
Planning Commission (email)
Engineering Division
Reading File (electronic)
Council Reading File (electronic)