

MINUTES
HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)
MEETING OF JUNE 21, 2012

- A. The Chairman, Dr. L.A. “Budd” Cloutier, Jr., called to order the regular meeting of June 21, 2012 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 6:42 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by him and the Pledge of Allegiance led by Mr. James Erny.
- B. Upon Roll Call, present were: Dr. L.A. “Budd” Cloutier, Jr., Chairman; Mr. Richard Elfert; Mr. Jeremy Kelley; Alex Ostheimer, Vice-Chairman; Mr. Gerald Schouest; Mr. Wayne Thibodeaux; and Mrs. Marsha Williams, Secretary/Treasurer. Absent at the time of Roll Call were: None. Also present were Chris Pulaski, Senior Planner, Department of Planning & Zoning and Laddie Freeman, Legal Advisor. Mr. Patrick Gordon was on a Parish trip to China.
- C. ACCEPTANCE OF MINUTES:
1. Mr. Kelley moved, seconded by Mrs. Williams: “THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of May 17, 2012.”

The Chairman called for a vote on the motion offered by Mr. Kelley. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
 2. Mrs. Williams moved, seconded by Mr. Ostheimer: “THAT the HTRPC accept the minutes, as written, for the Zoning & Land Use Commission for the regular meeting of May 17, 2012.”

The 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. Ostheimer, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- D. Mrs. Williams moved, seconded by Mr. Ostheimer: “THAT the HTRPC emit payment for the June 21, 2012 invoices and approve the Treasurer’s Report of May 2012.”

The 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. Ostheimer, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
1. Mr. Pernell Pellegrin, Martin & Pellegrin CPAs, presented the 2011 Annual Financial Report.
 - a) Discussion was held with regard to budget amendments and a 5% unfavorable variance in revenues or expenditures which the Commission did not do and doing so in the future by November of each year [See Page 24 of 2011 Annual Financial Report *ATTACHMENT B*].
 - b) Discussion was held with regard to the Comprehensive Master Plan and depreciation of the same.
 - c) Mr. Erny moved, seconded by Mrs. Williams: “THAT the HTRPC accept the 2011 Annual Financial Report as presented by Martin & Pellegrin, CPAs.”

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, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. COMMUNICATIONS:
1. Mr. Pulaski read a letter from David A. Waitz Engineering & Surveying, Inc., dated June 18, 2012 requesting to withdraw Sonnier Estates until further notice as the Developer has decided not to move forward with the development at this time [See *ATTACHMENT A*].
- F. APPLICATIONS:

1. The Chairman called to order the Public Hearing for an application by Boyd T. Daigle for Process D, Minor Subdivision for Tracts “A” & “B”, Property claimed by Boyd Daigle, et ux.
 - a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, representing the Developer, discussed the location and division of property.
 - b) The Chairman recognized Chris Chaisson, 3944 Hwy. 665, who requested the Commission approve the division of property.
 - c) Mrs. Williams moved, seconded by Mr. Kurtz: “THAT the Public Hearing be closed.”

The 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. Ostheimer, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.
 - d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided drainage calculations are submitted to the Terrebonne Parish Engineering Division for review and/or approval.
 - e) Discussion was held with regard to the pump station and there being no right-of-way and no intentions by the Developer to obstruct the road or access to the same.
 - f) Discussion ensued with regard to neighbors originally being confused by the “minor subdivision” thinking there were going to be multiple lots. Once clarified, they left prior to the hearing.
 - g) Mr. Kurtz moved, seconded by Mr. Erny: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for the Tracts “A” & “B”, Property claimed by Boyd Daigle, et ux conditioned upon the 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. Kurtz. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
2. The Chairman called to order the Public Hearing for an application by Adruel B. Luke for Process D, Minor Subdivision for the Survey of Lots “K” & “J”, Redivision of a portion of property belonging to Adruel B. Luke.
 - 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. Williams moved, seconded by Mr. Erny: “THAT the Public Hearing be closed.”

The 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. Ostheimer, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.
 - d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval provided upon an approval letter from the Board of Health.
 - e) Mr. Freeman pointed out that he would like to Tract “K” in its entirety on the plat.
 - f) Mrs. Williams moved, seconded by Mr. Erny: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for the Survey of Lots “K” & “J”, Redivision of a portion of property belonging to Adruel B. Luke conditioned upon an approval letter from the Board of Health.”
 - g) Discussion was held with regard to the Board of Health issues.
 - h) Mr. Freeman pointed out that the motion did not include the revised plat to depict Tract “K” in its entirety.

- i) MOTION AS AMENDED: Mrs. Williams moved, seconded by Mr. Erny: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for the Survey of Lots “K” & “J”, Redivision of a portion of property belonging to Adruel B. Luke conditioned upon an approval letter from the Board of Health and the plat be revised to depict Tract “K” in its entirety.”

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

- 3. The Chairman called to order the Public Hearing for an application by Rogers Benoit, Jr. for Process D, Minor Subdivision for the Redivision of Parcels 3 & 3-A of the Estate of Corbett P. Richard.

- a) Mr. Galen Bollinger, Charles L. McDonald Land Surveyors, Inc., representing the Developer, discussed the location and division of property.
- b) No one from the public was present to speak.
- c) Mrs. Williams moved, seconded by Mr. Erny: “THAT the Public Hearing be closed.”

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval with no conditions.
- e) Discussion was held with regard to land use being required on the plat regardless of whether there is zoning in the area.
- f) Mr. Erny moved, seconded by Mr. Kelley: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for the Redivision of Parcels 3 & 3-A of the Estate of Corbett P. Richard.”
- g) Discussion was held with regard to drainage and swale ditches.
- h) Mr. Elfert offered a substitute motion, seconded by Mr. Ostheimer: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for the Redivision of Parcels 3 & 3-A of the Estate of Corbett P. Richard conditioned upon the Engineering Division verifying a drainage maintenance agreement.”
- i) Discussion was held by Mr. Erny with regard to holding up the development when there is no real issue at hand with the drainage.

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

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

- 4. WITHDRAWN. Sonnier Estates [See ATTACHMENT A]

- 5. The Chairman called to order the Public Hearing for a conceptual & preliminary application by Henry J. Richard for Process C, Major Subdivision for CitiPlace Subdivision, Addendum No. 3.

- a) Mr. Gene Milford, Milford & Associates, Inc., representing the developer, discussed the location and division of property. He stated the matter was resubmitted due to the street being shortened.
- b) The Chairman recognized Mr. Brian Breaux, 309 Bellaire Street, who inquired about the plan for the land between the pond and the five lots. The Chairman stated that the property he is referring to is not being addressed tonight.

- c) Mr. Milford discussed the sewer and lines and clarified the servitudes and access that the parish can use for the same.
- d) Mrs. Williams moved, seconded by Mr. Erny: “THAT the Public Hearing be closed.”

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

- e) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval.
- f) Discussion was held with regard to the master plan for the area.
- g) Mr. Erny moved, seconded by Mr. Elfert: “THAT the HTRPC grant conceptual and preliminary approval of the application for Process C, Major Subdivision for CitiPlace Subdivision, Addendum No. 3.”

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

- 6. The Chairman called to order the Public Hearing for a conceptual & preliminary and engineering application by Annie 1, LLC for Process C, Major Subdivision for Trinity Lane.

- a) Mr. Gene Milford, Milford & Associates, Inc., representing the developer, stated this road was going to be similar to the nearby Technology Lane and no lots were being created.
- 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, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval provided the Developer adhere to the Engineering punch list.
- e) The Chairman read Chapter 24.5.3.3 with regard to not allowing conceptual & preliminary and engineering at the same meeting and keeping the spirit of how and why that was written.
- f) Discussion was held with regard to the entire area and not a clear picture as to what is proposed, an original smaller residential subdivision first being proposed, recent administrative approval, and still no master plan has been submitted. Discussion ensued with regard to the building of the road, the developer having no immediate plans, too many cuts along a busy highway, a traffic impact analysis being submitted and approved by DOTD., and ditches on the side service road.
- g) Mr. Ostheimer moved, seconded by Mr. Kelley: “THAT the HTRPC grant conceptual and preliminary approval (and no engineering) of the application for Process C, Major Subdivision for Trinity Lane.”
- h) Discussion was held with regard to creating a street for an area that is trying to take shape, uncertainty of the property, approving a road with no lots being divided, and the need for a master plan of the area.

The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mr. Kelley, Mr. Kurtz, and Mr. Schouest; NAYS: Mr. Elfert, Mr. Erny, Mr. Ostheimer, Mr. Thibodeaux, Mrs. Williams; ABSTAINING: Dr. Cloutier; ABSENT: None. NOTE: Mr. Ostheimer verified that he was voting against his own motion. THE CHAIRMAN DECLARED THE MOTION FAILED.

- i) Mr. Erny moved: “THAT the HTRPC grand conceptual & preliminary and engineering approval with the variance as requested.” THE CHAIRMAN STATED THE MOTION DIED DUE TO LACK OF A SECOND.
 - j) Mr. Ostheimer moved, seconded by Mr. Elfert: “THAT the HTRPC table the conceptual & preliminary and engineering application for Process C, Major Subdivision for Trinity Lane until the next meeting of July 19, 2012.”
 - k) Discussion was held with regard the Developer submitting a revised master plan with a better idea of the intentions of the property as to avoid confusion at next month’s meeting.
- The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Kelley, Mr. Ostheimer, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: Mr. Erny and Mr. Kurtz; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

Mr. Wayne Thibodeaux possibly left the meeting at this time.

- 6. The Chairman stated the next item on the agenda under Applications was an engineering application by Teuton-Caro Developments, L.L.C. for Process C, Major Subdivision for Wallace J. Thibodeaux Estates, Addendum No. 4, Phase B.
 - a) Mary Lou Davis, Terrebonne Parish Engineering Division, read a memo concerning the punch list items for the development dated June 21, 2012 [See *ATTACHMENT C*].
 - b) Mr. Gene Milford, Milford & Associates, Inc., representing the developer, requested a variance on items 9.6 (50% to pond, 50% to the street), 9.7 (lots along Hwy. 316 to drain 50% to Bayou Blue and 50% to street, 9.11 (freeboard at 8”), and 9.12 (no fence to the rear of the lots along pond) of the punch list. He stated they would resolve/comply with the remaining items.
 - c) Mr. Ostheimer moved, seconded by Mr. Kelley & Mr. Erny: “THAT the HTRPC grant engineering approval for the application for Process C, Major Subdivision for Wallace J. Thibodeaux Estates, Addendum No. 4, Phase B with a variance for items 9.6, 9.11 (freeboard to 8”), and 9.12 and conditioned upon the Developer complying/resolving the remaining punch list items as per the Terrebonne Parish Engineering Division’s memo dated June 21, 2012 [See *ATTACHMENT C*].”
 - d) Discussion was held with regard to the lock and gate around the pond as it relates to new swimming pool regulations and punch list item 11 as a variance due to money concerns.
 - e) Mr. Elfert offered a substitute motion, seconded by Mr. Schouest: “THAT the HTRPC grant engineering approval for the application for Process C, Major Subdivision for Wallace J. Thibodeaux Estates, Addendum No. 4, Phase B with a variance for items 9.6, and 9.12 and conditioned upon the Developer complying/resolving the remaining punch list items as per the Terrebonne Parish Engineering Division’s memo dated June 21, 2012 [See *ATTACHMENT C*].”
 - f) Discussion was held with regard to 25-year rain events.

The Chairman called for a vote on the substitute motion offered by Mr. Elfert. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kurtz, Mr. Schouest, and Mrs. Williams; NAYS: Mr. Kelley and Mr. Ostheimer; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Thibodeaux. THE CHAIRMAN DECLARED THE SUBSTITUTE MOTION ADOPTED.
- 8. The Chairman stated the next item on the agenda under Applications was an engineering application by CitiPlace, L.L.C. for Process C, Major Subdivision for Williamsburg Subdivision.
 - a) Mary Lou Davis, Terrebonne Parish Engineering Division, read a memo concerning the punch list items for the development dated June 21, 2012 [See *ATTACHMENT D*].
 - b) Mr. Brandon Arceneaux, David A. Waitz Engineering & Surveying, Inc., representing the developer, requested a variance on item 4.m with regard to the fence and locked gate on the pond and stated they would comply/resolve with the remaining items.

- c) Discussion was held with regard to conceptual and preliminary approval for the entire subdivision and phasing engineering.
- d) The Chairman recognized Mr. Henry Richard, 1414 Savanne Road, who stated he had a master plan for the entire subdivision and was doing the development in two phases.
- e) Discussion was held with regard to the connection of Bois Street to the development.
- f) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC grant engineering approval for the application for Process C, Major Subdivision for Williamsburg Subdivision with a variance for item 4.m and conditioned upon the Developer complying/resolving the remaining punch list items as per the Terrebonne Parish Engineering Division’s memo dated June 21, 2012 [See *ATTACHMENT D*].”

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

G. STAFF REPORT:

- 1. Mr. Pulaski encouraged the Commissioners to attend the Stormwater Management Workshop for Planners and Planning Officials to be held on Friday, June 22, 2012 in Garden Center, City Park, New Orleans, LA

H. ADMINISTRATIVE APPROVALS:

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

- 1. Survey and Redivision of Lot 4 and Lot 3 of the Oscar Lirette Heirs, Sections 32 & 33, T17S-R17E, Terrebonne Parish, LA Revised Survey and Redivision of Lot 5 and A portion of Lot 3 of the Oscar Lirette Heirs, Sections 32 & 33, T17S-R17E, Terrebonne Parish, LA
- 2. Redivision of Property belonging to Dwayne M. Bourg, Section 65, T16S-R17E, Terrebonne Parish, LA
- 3. Plan showing Revised Lot 4 of Block 1, North Terrebonne Commercial Park and Revised Lots 2 & 6 of Addendum No. 1 to North Terrebonne Commercial Park, A Redivision of Property belonging to North Terrebonne Investors, L.L.C., Section 4, T16S-R16E & T16S-R17E, Terrebonne Parish, LA
- 4. Survey and Redivision of Property belonging to Calvin P. Boudreaux, Sr. Lands, LLC, Section 50, T16S-R15E, Terrebonne Parish, LA
- 5. Revised Tracts 3, 4, & 6, Property of Henry J. Richard, et al, Sections 2 & 4, T17S-R17E, Terrebonne Parish, LA
- 6. Revised Lot 4, Block 32 and Tract N-P-Q-K-S'-T'-U-V-N, Honduras Addition to the City of Houma, Sections 39 & 105, T17S-R17E, Terrebonne Parish, LA
- 7. Revised Lots 32 & 33, A Redivision of Lots 32, 22, & 34, Block 2, Waterproof Plantation Estates, Phase 2, Section 62, T17S-R16E, Terrebonne Parish, LA
- 8. Survey and Redivision of Lot 13 and Lot 15, Block 2 of Van Place Subdivision into Lot 13-A and Lot 15-A, Section 105, T17S-R17E, Terrebonne Parish, LA

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

K. COMMITTEE REPORTS:

- 1. Subdivision Regulations Review Committee: None.
- 2. Comprehensive Master Plan Update:
 - a) Mr. Pulaski stated the Consultant Team has provided a revised draft plan to be formerly submitted.

L. COMMISSION COMMENTS:

- 1. Planning Commissioners’ Comments:
 - a) Mr. Schouest discussed the redefining of the coastal zone boundaries and its effects on developers, etc.

2. Chairman's Comments:

- a) The Chairman stated he, Mr. Elfert, and Mr. Ostheimer met with regard to the Master Transportation Plan and Waterworks has a design laid out to finish Valhi Boulevard to Highway 90. They have requested Administration to put together a recommendation and have a Public Hearing at the next meeting to look at and see where Valhi Boulevard is to go.

M. PUBLIC COMMENTS: None.

N. Mrs. Williams moved, seconded Mr. Kelley: "THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 9:10 p.m."

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

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

DAVID A. WAITZ ENGINEERING AND SURVEYING, INC.
Civil Engineers & Professional Land Surveyors



David A Waitz, P.E., P.L.S.

Brandon M. Arceneaux, P. E.

June 18, 2012

Houma-Terrebonne Regional
Planning Commission
P. O. Box 1446
Houma, LA 70361-1446

Attention: Ms. Becky Becnel,
Secretary/Planning Commission

RE: REQUEST FOR PROJECT TO BE REMOVED FROM THE AGENDA OF THE MEETING OF
THE PLANNING COMMISSION SCHEDULED FOR JUNE 21, 2012 -
APPLICANT/DEVELOPER: BURNLEY ENTERPRISES, L.L.C. - SONNIER ESTATES
LOCATED IN SECTION 9, T16S-R17E, TERREBONNE PARISH, LOUISIANA - ENGINEER'S
PROJECT NO. 2009-133

Dear Becky:

The purpose of this correspondence is to request that the Subdivision Application submitted for Sonnier Estates be removed from the Agenda of the meeting scheduled for Thursday, June 21, 2012. We apologize for this inconvenience, however the developer has decided not to move forward with this development at this time.

Thank you in advance for your cooperation and assistance in this matter. Please advise me if you should have any questions or require additional information.

Sincerely,

DAVID A. WAITZ
ENGINEERING AND SURVEYING, INC.

A handwritten signature in cursive script, reading "D. A. Waitz".

David A. Waitz, P.E., P.L.S.

DAW/dth

Cc: File & Reading File

1107 Canal Blvd. • Thibodaux, Louisiana 70301 • (985) 447-4017 (Phone) • (985) 447-1998 (Fax)
7837 Park Ave. • Houma, Louisiana 70364 • (985) 876-0267 (Phone) • (985) 876-0979 (Fax)
e-mail: dwaitz1@bellsouth.net

Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government

Management's Corrective Action Plan for Current Year Findings
For the Year Ended December 31, 2011

The contact person for all corrective actions noted below is Mrs. Jamie Elfert, Chief Financial Officer.

Section I – Internal Control and Compliance

No budget amendment

Condition: The Commission did not amend its budget during the year in accordance with state budgetary law.

Recommendation: We recommend that the Commission comply with state law and amend its budget when there is a 5% unfavorable variance in revenues or expenditures.

Planned Action: The Commission will implement the recommendation as detailed above.

Section II – Internal Control and Compliance Material to Federal Awards

This section is not applicable.

Section III – Management Letter

This section is not applicable.



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(985) 868-5050



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TERREBONNE PARISH CONSOLIDATED GOVERNMENT

June 21, 2012
1st Review
Item F-8

TO: Pat Gordon

FROM: Gregory E. Bush, LTC, USA, Retired

SUBJECT: Wallace J. Thibodaux
Addendum 4 Phase B
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. 24.5.4.8; R.S. 37:696-LAC 19-3:(10.2,10.3,10.4) Plans should have signature of Civil Engineer
2. 24.5.4.8. Final Plat must show bearings and distances for subdivision boundary and all Drainage Right-of-Ways.
3. 24.5.4.8. Final Plat must show description and width of all servitudes
4. 24.5.4.7.7 Block 12 & 13 should be less than or equal to 1500'. Conceptual and Preliminary Approval was granted by the Planning Commission for this block layout.
5. 24.7.6.1.9 Two test cylinders should be provided for every 500 feet.
6. 24.7.1.2.4 Square footage of lots should be provided on plat.
7. 24.7.5.2 Street lights are not depicted on electrical plan.
8. 24.7.6.4 Benchmark location should be depicted on plat.
9. Does not conform to the SDDM:
 1. IV.D.1 Composite C value should be provided. Pipe Structure Number 58,66,84,88,90, & 106 are not consistent on 6020 calculations, plan/profile sheets, and culvert table on drainage plan.
 2. IV.G. Plat should state latest Parish adopted Vertical Datum.
 3. V.3 Plan/profile sheets should included invert elevation of drainpipes, size, type, invert elevation, and top elevation of catch basins, tailwater elevation, and dimensions of all servitude.

4. V.A. 5 Typical sections should be provided for Lillian Marie Drive and Mathildie Marie Drive.
 5. V.A.6 Side slope on St. Louis Bayou should be two to one slope.
 6. V.A.6, 24.7.1.2.6. All lots are not graded to drain to the street or to a major drainage artery as defined by the S.D.D.M. HTRPC is authorized to allowed up to 60% of the total lots to drain to the rear. Lots 10,11,32-34,37-42 on Block 13 have more than 60% of the lots draining to the rear.
 7. V.A.6, 24.7.1.2.6 Lots 15-17, Block 12 should be graded to drain to the street instead of State Highway.
 8. V.B.10 Sta. 22+58 drain pipes with a diameter of 48" or greater should have a minimum servitude of 20 feet.
 9. VI.A.4 Detention pond cross section should be provided.
 10. VI.A.4 Cross Section Station 3+00 shows ponding of lot.
 11. VI.A.20 Detention pond should be designed with 1 foot of freeboard above the elevation of the design flood.
 12. VI.A.24 Ponds greater than 4' in depth require a fence and locked gate.
10. 24.5.4.6.7 No approval letter from the following:
- a. Waterworks
 - b. Gas Utility
 - c. Department of Health and Hospitals
 - d. TPCG Pollution Control
 - e. Electric Utility

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.

GEB/mld

Attachment

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



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TERREBONNE PARISH CONSOLIDATED GOVERNMENT

June 21, 2012
1st Review
Item F-7

TO: Pat Gordon

FROM: Gregory E. Bush, LTC, USA, Retired

SUBJECT: Williamsburg Subdivision
Phase A
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. 24.5.4.8 Existing contours at one foot intervals should be shown on final drainage plan.
2. 24.7.1.2.6 Block 2 Lot 58 and Block 4 Lot 1 & 30 should be graded to drain to street or to major drainage artery.
3. 21.7.6.1.4 Slope of tie-in to existing street is not acceptable.
4. 24.7.6.2.6 Does not conform to the SDDM
 - a. IV.D.1 Composite C calculations should be provided.
 - b. V.A.1 Existing site plan should include drainage features, structures, flood encroachment areas, and 1 foot contours.
 - c. V.A.3 Plan/profile sheets should include hydraulic gradient, finished grade at right of way, and dimensions of all servitude.
 - d. V.A.3 Sta. 1+36.7 diameter of arch flow pipe is not same on plan/profile.
 - e. V.A.4 Onsite tailwater elevation should be determined by routing flow from St. Louis Canal.
 - f. V.A.8 Cross section should be provided for the three ditches and pond.
 - g. V.A.8 One to one slope on fill is not acceptable.
 - h. V.A.8 Fill should not be placed in existing ditch.
 - i. V.B.9 All drainpipes under roadway should be joined in conformance with LaDOTD Type 3 joints.
 - j. V.B.9 LA DOTD standard plans should be provided for CB 01.
 - k. VI.A.4 Detention pond calculations should be provided including maximum stage elevation.

- l. VI.A.20 Detention pond should be designed with 1' of freeboard above the elevation of the design flood.
 - m. VI.A.24 Ponds greater than 4' in depth should have a fence and locked gate.
 - n. VI.A.27 Written restriction on final plat stating that no structure, fill, or obstruction shall be located within any drainage easement or delineated flood plain.
 - o. VI.A.28 All Pond and outfall right of ways should be shown on plat or separate right of way documents should be provided.
 - p. VIII.A.5 Minimum servitude for drain pipes with a diameter less than 42" should be 15'.
5. 24.5.4.6.7 No approval letter from the following:
- a. Waterworks
 - b. Gas Utility
 - c. Department of Health and Hospitals
 - d. TPCG Pollution Control
 - e. Electric Utility
6. 24.7.5.2 Plat legend does not have proposed light poles.
7. 24.7.5.2 A letter from Utilities dated June 21, 2012 was received and is attached.

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.

GEB/mld

cc: Tom Bourg
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David Waitz, P.E., P.L.S.
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SUBDIVISION INSPECTION
PUNCH LIST
ELECTRIC DISTRIBUTION



DATE: 6/21/2012

Williamsburg Subdivision

According to Terrebonne Parish, Louisiana, Code of Ordinances, Part II - Parish Code, Appendix A - Subdivision Regulations, 24.7.1 - Development Improvements - , 24.7.5.2.2 - Responsibility for Underground Streetlight Installation; Raceways, Etc.: the following items are incomplete:

1. Furnish copies of plans and specifications for proposed underground street lighting systems (including manufacturer spec-sheets and manufacturer and distributor name for proposed street light standards.)

PLEASE NOTE: Discontinued light standards will not be allowed.

b. The above is to be provided to the TPCG Planning Department and the TPCG Electric Department for approval prior to starting construction. Plans shall be thoroughly checked for proper standard spacing, standard conformance, and the type of fixture and glassware before approval is given.

Should lights prove to be defective it is the responsibility of the developer to provide replacement.

Philip Liner
Signature Line