

MINUTES

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)

MEETING OF JULY 16, 2020

- A. The Chairman, Mr. Kyle Faulk, called the meeting of July 16, 2020 of the HTRPC to order at 6:02 p.m. at the Houma-Terrebonne Civic Center with the Invocation led by Dr. Cloutier and the Pledge of Allegiance led by him.
- B. Upon Roll Call, present was: Mr. Joseph “Joey” Cehan, Vice-Chairman; Dr. L.A. “Budd” Cloutier, Jr.; Ms. Rachael Ellender; Mr. Kyle Faulk, Chairman, Mr. Keith Kurtz; Mr. Liner; Mr. Barry Soudelier; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Mr. Phillip Livas. Also present was Mr. Christopher Pulaski, Director, Department of Planning & Zoning, Mr. Laddie Freeman, Legal Advisor, and Ms. Joan Schexnayder, TPCG Engineering Division.
- C. **CONFLICTS DISCLOSURE:** The 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 him or herself from participating in the debate, discussion, and voting on that matter. *There were no conflicts to report.*
- D. **ACCEPTANCE OF MINUTES:**
1. Mr. Cehan moved, seconded by Mr. Soudelier: “THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of June 18, 2020.”

The Chairman called for a vote on the motion offered by Mr. Cehan. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Ms. Ellender moved, seconded by Mr. Cehan: “THAT the HTRPC emit payment for the July 16, 2020 invoices and approve the Treasurer’s Report of June 2020.”

The Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **COMMUNICATIONS:** None.
- G. **OLD BUSINESS:**
- Dr. Cloutier moved, seconded by Mr. Liner: “That the Old Business be removed from the table and considered at this time.”
- The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
1. The Chairman called to order the Old Business application by Randolph A. Bazet, III requesting reconsideration of an April 25, 2019 conditional approval for Process D, Minor Subdivision, for Water’s Edge Campsites, Lots 1-14, A Redivision of Property belonging to Randolph A. Bazet, III, et ux.
 - a) Mrs. Amber Plessala, T. Baker Smith, L.L.C., discussed the conditional approval placed by TPCG Engineering Division to install a choke pipe. She requested a variance to remove the condition to install the choke pipe because removing may cause drainage issues.
 - b) Mr. Pulaski discussed the Staff Report and stated Staff would defer the consideration of the variance request to Engineering but the original consideration was conditioned upon the submittal of an approval letter from TPCG Engineering Division, submittal of an approval letter from the Department of Health, and submittal of proof of the fire hydrant installation.
 - c) Discussion was held with regard to the choke pipe’s removal and the responsible party should there be flooding issues.
 - d) Ms. Schexnayder, on behalf of TPCG Engineering, stated that her letter with the condition to install the choke pipe still stands.
 - e) Mrs. Plessala discussed this matter being the perfect example as to why the SDDM cannot conform to every site.

- f) Mr. Liner moved, seconded by Mr. Kurtz: “THAT the HTRPC grant approval of the variance request to eliminate the choke pipe installation requirement as conditioned in TPCG Engineering Division’s letter dated April 10, 2019.”

The Chairman called for a vote on the motion offered by Mr. Liner. THERE WAS RECORDED: YEAS: Mr. Cehan, Ms. Ellender, Mr. Kurtz, Mr. Liner, and Mr. Soudelier; NAYS: Dr. Cloutier and Mr. Thibodeaux; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

2. The Chairman called to order the application by Dantin Bruce Development requesting engineering approval for Process C, Major Subdivision, for Adley Oaks, Phase A.

- a) Ms. Joan Schexnayder, on behalf of the TPCG Engineering Division, read a letter dated July 14, 2020, with regard to the punch list items for the development [See *ATTACHMENT A*].

- b) Mr. Jeff Diamond, Quality Engineering & Surveying, L.L.C., stated they intend to comply/resolve all punch list items.

- c) Dr. Cloutier moved, seconded by Mrs. Ellender: “THAT the HTRPC grant engineering approval of the application for Process C, Major Subdivision, for Adley Oaks, Phase A conditioned upon the Developer complying/resolving all punch list items per TPCG Engineering Division’s memo dated July 14, 2020 [See *ATTACHMENT A*].”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

H. APPLICATIONS:

1. The Chairman called to order the Public Hearing for an application by A. St. Martin Co., Ltd. requesting approval for Process D, Minor Subdivision, for Lots 1 thru 3 & 5 thru 9 and Campsite 4, A Redivision of Property belonging to A. St. Martin Co., Ltd.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He requested the public hearing be held and the consideration be tabled until the next meeting in order to address the fire protection and sewer issues.

- b) The Chairman recognized Ms. Natalie Bergeron, 108 Hotard, who stated she owned the camp on the property to be divided and she would improve the sewer issues.

- c) Mr. Thibodeaux moved, seconded by Mr. Cehan: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Discussion was held with regard to the highway right of way line going through the property that also would also be addressed along with the other issues.

- e) Mr. Pulaski discussed the Staff Report and stated Staff also recommended tabling the application to allow time for the municipal addresses to be depicted on the plat, submittal of an approval letter from the Department of Health, and submittal of proof of installation of the fire hydrant though Mr. Rembert requested to table as well.

- f) Dr. Cloutier moved, seconded by Mr. Thibodeaux: “THAT the HTRPC table the application for Process D, Minor Subdivision, for Lots 1 thru 3 & 5 thru 9 and Campsite 4, A Redivision of Property belonging to A. St. Martin Co., Ltd. until the next regular meeting of August 20, 2020 as per the Developer’s request.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

2. The Chairman called to order the Public Hearing for an application by Michael X. St. Martin requesting approval for Process D, Minor Subdivision, for Tracts A, B, & C, A Redivision of Tracts 1 & 2, Mandalay Oaks 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 to speak on the matter.
- c) Mr. Cehan moved, seconded by Mr. Thibodeaux: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Mr. Cehan. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval.
- e) Dr. Cloutier moved, seconded by Mr. Soudelier: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts A, B, & C, A Redivision of Tracts 1 & 2, Mandalay Oaks Subdivision."

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

3. The Chairman called to order the Public Hearing for an application by Williams Houma Properties, LLC requesting approval for Process D, Minor Subdivision, for Revised Tracts B, B-1, & B-2, Chad Smedley.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He requested the public hearing be held and the consideration be tabled until the next meeting in order to allow for the fire hydrant installation.
- b) There was no one from the public present to speak on the matter.
- c) Dr. Cloutier moved, seconded by Ms. Ellender: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended tabling the matter to allow time for the submittal of all utility letters, municipal addresses to be depicted on the plat, and submittal of proof of the fire hydrant installation though Mr. Rembert requested to table as well.
- e) Mr. Kurtz moved, seconded by Ms. Ellender: "THAT the HTRPC table the application for Process D, Minor Subdivision, for Revised Tracts B, B-1, & B-2, Chad Smedley until the next regular meeting of August 20, 2020 as per the Developer's request."

The Chairman called for a vote on the motion offered by Mr. Kurtz. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

4. The Chairman called to order the application by Enterprise Capital, LLC requesting engineering approval for Process C, Major Subdivision, for Emerson Subdivision, Phases C & D.

- a) Ms. Joan Schexnayder, on behalf of the TPCG Engineering Division, read a letter dated July 16, 2020, with regard to the punch list items for the development [See *ATTACHMENT B*].

- b) Mr. Gene Milford, Milford & Associates, Inc., requested the standard variance for Item 1.a for rear lot drainage and would comply/resolve Item 2.a.
- c) Discussion was held with regard to the construction of the street to residential standards and the land use to be strictly residential and not commercial.
- d) Mr. Milford stated the street would be built to residential standards and it is clearly depicted on the plat that the land use would be residential.
- e) Mr. Kurtz moved, seconded by Mr. Liner: "THAT the HTRPC grant engineering approval of the application for Process C, Major Subdivision, for Emerson Subdivision, Phases C & D with an exception to Item 1.a. and conditioned upon the Developer complying/resolving all remaining punch list items per TPCG Engineering Division's memo dated July 16, 2020 [See ATTACHMENT B]."

The Chairman called for a vote on the motion offered by Mr. Kurtz. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

I. STAFF REPORT:

- 1. Mr. Pulaski stated the draft for the revisions to certain portions of Chapter 17, Article II, Section 17-28 of the Parish Code of Ordinances would be presented at the August meeting.

J. ADMINISTRATIVE APPROVALS:

Dr. Cloutier moved, seconded by Mr. Liner: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-8."

- 1. Lot Line Adjustment of Property belonging to Edward J. Gaidry, Section 13, T18S-R18E, Terrebonne Parish, LA
- 2. Lot Line Shift between Lots 18 thru 24 of Addendum No. 2 to Lynn Park Subdivision, Section 205, T17S-R17E, Terrebonne Parish, LA
- 3. Tracts "A" & "B", Property belonging to Terrebonne Parish Recreation District No. 10 and Terrebonne Parish Fire District No. 10, Section 17, T18S-R17E, Terrebonne Parish, LA
- 4. Revised Lot 3, A Redivision of Lots 3 & 4, Block 1, Add. No. 2 to Lynn Park Subdivision
- 5. Revised Lots 4 & 5, A Redivision of Lots 4, 5, & 6, Block 1, Chauvin Subdivision, Section 7, T19S-R18E, Terrebonne Parish, LA
- 6. Revised Tracts "A", "B", & "D", A Redivision of Revised Tracts "A", "B", & "D", Property belonging to S & A Capital Investments, L.L.C., Sections 7 & 8, T16S-R17E, Terrebonne Parish, LA
- 7. Lot Line Shift, Property belonging to Clyde A. Prestenbach (Tracts 1-A, 1-B, & 11), Sections 59 & 85, T16S-R17E, Terrebonne Parish, LA
- 8. Tracts "A" & "B", A Redivision of Property belonging to Wiemann Land Company, LLC, Section 32, T18S-R17E, Terrebonne Parish, LA

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

K. COMMITTEE REPORT:

- 1. Subdivision Regulations Review Committee: None.

L. COMMISSION COMMENTS:

- 1. Planning Commissioners' Comments:
 - a) Mr. Kurtz inquired about the installation of the choke pipe (Item G.1) at a later date.
 - b) Mr. Cehan inquired about Mr. Livas' absence from the meetings. Mrs. Becnel informed the Commission that Mr. Livas worked for the Army and he was in Afghanistan and unable to come home due to the current pandemic. It was requested that Mr. John Navy be informed of his absence.
- 2. Chairman's Comments: None.

M. PUBLIC COMMENTS: None.

N. Mr. Cehan moved, seconded Dr. Cloutier: “THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 6:49 p.m.”

The Chairman called for a vote on the motion offered by Mr. Cehan. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

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



TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

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July 14, 2020
2nd Review
Item No. G-2

TO: Christopher M. Pulaski
FROM: Joan E. Schexnayder, P.E. *JES*
SUBJECT: Adley Oaks
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. 24.5.4.7 Plat required.
2. LaDOTD Permit is required.
3. 24.5.4.7.6 Street names are inconsistent throughout the plans.
4. 24.7.6.1.6 The end of Adley Avenue needs a temporary turnaround. Sparrow Drive should have a permanent turnaround.
5. 24.7.6.1.7 The end of road signage should be in accordance with LaDOTD HS-03.
6. 24.5.4.8 Existing contours at one (1) foot intervals or less shown on final drainage plan.
7. 24.7.6.2.6 Does not conform to the SDDM:
 - a. V.A.3 Lights are not shown on plan/profile.
 - b. V.A.3 Finished grade right-of-way not shown on plan.
 - c. V.A.4 Tributary areas/watershed boundaries disappear in shaded area on drainage map.
 - d. V.A.8 Existing cross sections at maximum 100' intervals showing roadway, ditch, and lot grades from property line to property line.
 - e. V.A.9 Unable to determine if lots are all graded to the street. Corner lot elevations are needed.
 - f. V.B.10 Cross-sections of temporary ditches are needed to confirm the servitudes are properly sized.
 - g. VI.A.14 Provide methods, procedures and guarantees, including appropriate documentation that the detention area will be perpetually maintained so as to function as designed and not result in nuisances or health hazards.
8. 24.5.4.6.7 Approval letters should be provided from the following utilities:
 - a. Gas utility
 - b. Electric Utility
 - c. Pollution Control
 - d. Waterworks
9. 24.7.5.2 Approval from TPCG Utilities for street lights should be provided.

Adley Oaks
Review of Engineering Approval
JES Memo to CP dated 7/14/2020

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: Jeffrey J. Loup, P.E.
Ernest Brown
Planning Commission
Engineering Division
Reading File
Council Reading File



TERREBONNE PARISH
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July 16, 2020
3rd Review
Item No. H-4

TO: Christopher M. Pulaski
FROM: Joan E. Schexnayder, P.E. *JES*
SUBJECT: Emerson Subdivision Phase C & D
Review of Engineering Approval

The Engineering Division of the Terrebonne Parish Department of Public Works has reviewed the plans and calculations for the above referenced subdivision. The plans and calculations fail to comply with Parish Ordinances and Subdivision Regulations in the following areas:

1. 24.7.6.2.6 Does not conform to the SDDM:
 - a. V.A.6 All lots are not graded to drain to the street or to major drainage artery. The HTRPC can allow a portion to drain to the rear if drainage to the rear is to be dedicated provided that it does not exceed 60% of the total depth of lots up to 225 feet. These lots qualify for this exception.
2. 24.5.4.6.7 Approval letters should be provided from the following utilities:
 - a. Waterworks

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: F.E. Milford, III, P.E.
Ernest Brown
Planning Commission
Engineering Division
Reading File
Council Reading File