

MINUTES

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)

MEETING OF JUNE 16, 2016

- A. The Chairman, Dr. L.A. “Budd” Cloutier, Jr., called to order the regular meeting of June 16, 2016 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 6:28 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by him and the Pledge of Allegiance led by Mr. Joey Cehan. Dr. Cloutier prayed especially for Commissioner Gerald Schouest’s family and friends; Mr. Schouest passed away on June 13, 2016.
- B. Upon Roll Call, present were: Mr. Joseph Cehan, Jr.; Dr. L.A. “Budd” Cloutier, Jr., Chairman; Mr. James Erny; Mrs. Angi Falgout; Mr. Jeremy Kelley; Mr. Alex Ostheimer, Vice Chairman; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Mr. Keith Kurtz. Also present were Mr. Christopher Pulaski, Director, Department of Planning & Zoning, and Laddie Freeman, Legal Advisor.
- 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 himself or herself from participating in the debate, discussion, and voting on that matter.
- The Chairman recognized Councilman Darrin Guidry in the audience.*
- D. **ACCEPTANCE OF MINUTES:**
1. Mr. Erny moved, seconded by Mrs. Falgout: “THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of May 19, 2016.”
- The Chairman called for a vote on the motion offered by Mr. Erny. **THERE WAS RECORDED: YEAS:** Mr. Cehan, Mr. Erny, Mrs. Falgout, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; **NAYS:** None; **ABSTAINING:** Dr. Cloutier; **ABSENT:** Mr. Kurtz. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
- E. Mrs. Falgout moved, seconded by Mr. Kelley: “THAT the HTRPC emit payment for the June 16, 2016 invoices and approve the Treasurer’s Report of May 2016.”
- The Chairman called for a vote on the motion offered by Mrs. Falgout. **THERE WAS RECORDED: YEAS:** Mr. Cehan, Mr. Erny, Mrs. Falgout, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; **NAYS:** None; **ABSTAINING:** Dr. Cloutier; **ABSENT:** Mr. Kurtz. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
1. No one from Stagni & Company, LLC was at the meeting to present the audit.
- a) Mrs. Falgout moved, seconded by Mr. Thibodeaux: “THAT the HTRPC table the acceptance and approval of the 2015 Annual Audit by Stagni & Company, LLC until the next regular meeting of July 21, 2016.”
- The Chairman called for a vote on the motion offered by Mrs. Falgout. **THERE WAS RECORDED: YEAS:** Mr. Cehan, Mr. Erny, Mrs. Falgout, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; **NAYS:** None; **ABSTAINING:** Dr. Cloutier; **ABSENT:** Mr. Kurtz. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
- F. **COMMUNICATIONS:**
1. Mr. Pulaski read a letter from Leonard Chauvin, P.E., P.L.S., Inc. dated June 16, 2016 requesting to table Item G.2 with regard to Tracts 3-1 & 3-2 of Corridor Properties, LLC until the next regular meeting of July 21, 2016 [See *ATTACHMENT A*].
- a) Mrs. Falgout moved, seconded by Mr. Kelley: “THAT the HTRPC table the application for Process D, Minor Subdivision, for the Division of Tract 3 into Tract 3-1 and Tract 3-2 belonging to Corridor Properties, LLC until the next regular meeting of July 21, 2016 as per the Developer’s request [See *ATTACHMENT A*].”
- The Chairman called for a vote on the motion offered by Mrs. Falgout. **THERE WAS RECORDED: YEAS:** Mr. Cehan, Mr. Erny, Mrs. Falgout, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; **NAYS:** None; **ABSTAINING:** Dr. Cloutier; **ABSENT:** Mr. Kurtz. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
2. Mr. Pulaski read a letter from Leonard Chauvin, P.E., P.L.S. dated June 16, 2016 requesting to withdraw Item G3 with regard to Tracts A, B, C, Property belonging to Cavco Investments, LLC from the agenda [See *ATTACHMENT B*].

- a) Mrs. Falgout moved, seconded by Mr. Ostheimer: “THAT the HTRPC withdraw the application for Process D, Minor Subdivision, for Tracts A, B, C, Property belonging to Cavco Investments, LLC as per the Developer’s request [See *ATTACHMENT B*].”

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

G. APPLICATIONS:

1. The Chairman called to order a Public Hearing for an application by Arthur A. DeFraités & John M. DeFraités requesting conceptual & preliminary approval for Process C, Major Subdivision, for DeFraités Drive (Extension).

- a) Mr. Terral Martin, Providence/GSE Associates, Inc., representing the applicant, discussed the location and the street extension.
- b) No one from the public was present to speak.
- c) Mr. Kelley moved, seconded by Mrs. Falgout: “THAT the Public Hearing be closed.”

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

- d) Mr. Pulaski discussed the Staff Report and the request for the variance. He stated Staff would recommend conceptual & preliminary approval along with approval of the variance request.
- e) Discussion was held with regard to the variance and a 60’ servitude only needed for open ditches but less when curb and gutter. Discussion ensued with regard to an agreement with Walmart to access property fronting its parking lot for a proposed strip center and DeFraités Drive acting as a service road.
- f) The Chairman recognized Mr. John DeFraités who clarified the road would be utilized as a service road.
- g) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC grant the variance based on the verbiage that says when an existing street is added or joins it should conform with existing street or design in 24.7.6.1.4 conditioned that they get this thing straight about this section of the street that appears to not exist but it abuts.”
- h) Mr. DeFraités indicated the Parish Administration requested that piece of the street to be added onto the existing right-of-way and gave them 270 days to repair the existing road. Mr. Martin stated he would revise the plat to show that portion of the roadway.

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

2. WITHDRAWN. *Division of Tract 3 into Tract 3-1 and Tract 3-2 belonging to Corridor Properties, L.L.C.* [See *ATTACHMENT A*]
3. WITHDRAWN. *Division of Property belonging to Cavco Investments, LLC into Tract A, B, & C* [See *ATTACHMENT B*]
4. The Chairman stated the next item on the agenda under Applications was an application by Linton Road Company, LLC requesting conceptual approval for Process C, Major Subdivision, for the Master Plan for Cameron Isles Subdivision.
 - a) Mr. Robert Aiello, 300 Benton Road, Bossier City, Developer, discussed the Master Plan.
 - b) The Chairman indicated the matter was not up for Public Hearing but would allow those present to speak.

- c) The Chairman recognized Barry Hutchinson, 206 Ouiski Bayou, who expressed concerns of flooding in their neighborhood and submitted a petition of resident's requesting the Commission to reject and/or delay all proposals or requests for any additional development in or along Highway 311, Enterprise, and Westside Boulevard Extension until a plan, funding, engineering, and land are secured for a pump station.
- d) The Chairman indicated that historically new developments have helped existing subdivisions with drainage.
- e) The Chairman recognized Corey Matranga, 115 Ouiski Bayou Drive, who stated he can't cut grass in his backyard because it is always saturated with water.
- f) The Chairman recognized Chris Wasson, 4638 Highway 311, who expressed concerns of traffic and delivery truck access along Highway 311. The Chairman stated they have also expressed their desire to not have any driveways coming off of Highway 311 and all access should be off of Westside Boulevard where the development is being constructed. He stated while they have no control, they have made it clear to the Developer.
- g) The Chairman recognized Councilman Guidry, 113 Krumbhaar Drive, District 6, who spoke of flooding issues in the surrounding neighborhood. He indicated that Bayou Black was dredged to help drainage but a pump station had never been built. He stated they currently have a permit and only needed a location, engineering, and money to proceed. He stated the pump station has to be located where the permit was attained for and Mr. Aiello has agreed to revise his plat to depict the property for the proposed pump station.
- h) Ms. Schexnayder stated the pump station is designed and they just needed the location.
- i) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided the MPO performed a preliminary traffic study and the applicant provides the Terrebonne Parish Engineering Division with preliminary drainage report associated with the proposed drainage plan improvements.
- j) Discussion was held with regard to previous rezoning of the property off of Highway 311 and concerns of the connection to the roundabout and cars turning left onto Westside Boulevard out of the residential subdivision.
- k) Mr. Ostheimer moved, seconded by Mr. Erny: "THAT the HTRPC grant conceptual approval for Process C, Master Plan, for Cameron Isles Subdivision conditioned the MPO performs a preliminary traffic study and the applicant provides the Terrebonne Parish Engineering Division with preliminary drainage report associated with the proposed drainage plan improvements."
- l) Discussion ensued with regard to the desire of the Commission that no driveways be constructed off of Highway 311.

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

- 5. The Chairman called to order a Public Hearing for an application by Linton Road Company, LLC requesting preliminary approval for Process C, Major Subdivision, for Cameron Isles Business Park Unit 1.
 - a) Mr. Robert Aiello, 300 Benton Road, Bossier City, Developer, discussed the preliminary approval request. He indicated this road will take the pressure off of 311 because he doesn't think any business will want to spend the money for a bridge to access 311. He also stated they were going to discharge drainage on the low side of the pump and shouldn't affect Ouiski Bayou and possibly help their situation.
 - b) The Chairman requested the location of the proposed pump station be on both the preliminary plat as well as the Master Plan.
 - c) No one from the public was present to speak.
 - d) 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, Mr. Erny, Mrs. Falgout, Mr. Kelley, Mr. Ostheimer, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Kurtz. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- e) Mr. Pulaski discussed the Staff Report and stated Staff would recommend conditional approval provided all utility letters were submitted to our office.

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

- 6. The Chairman stated the next item on the agenda under was an application by Mark Guidroz requesting final approval for Process B, Mobile Home Park, for Bon Villa Mobile Home Park.

- a) Ms. Schexnayder, on behalf of the Terrebonne Parish Engineering Division, read a memo dated June 16, 2016 concerning the punch list items for the development [See ATTACHMENT C]

- b) Mr. Mark Guidroz, Developer, stated all the items were complete. Ms. Schexnayder indicated they haven't made their final re-inspection yet. He stated he would comply/resolve all items on the punch list.

- c) Mr. Erny moved, seconded by Mrs. Falgout: "THAT the HTRPC grant final approval of the application for Process B, Mobile Home Park, for Bon Villa Mobile Home Park conditioned upon the Developer complying/resolving all punch list items per the Terrebonne Parish Engineering Division's memo dated June 16, 2016 [See ATTACHMENT C]."

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

H. STAFF REPORT:

- 1. Per the Chairman's request, the Minute Clerk indicated that all Commissioners had completed the annual Ethics Training Course as required by the State Legislature for 2016.

I. ADMINISTRATIVE APPROVALS:

Mr. Kelley moved, seconded by Mr. Erny: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-6."

- 1. Redivision of Lots 116, 117, & 118 of Southern Comfort Waterfront Community, Section 37, T20S-R17E, Terrebonne Parish, LA
- 2. Resubdivision of Lots 16 & 17, Block 8, Southern Estates Subdivision, Addendum No. 2 into Tract 17-A, Section 69, T16S-R17E, Terrebonne Parish, LA
- 3. Survey of Tracts "A" & "B", A Redivision of Property belonging to Pat M. Olivier, Section 11, T16S-R16E, Terrebonne Parish, LA
- 4. Survey of Revised Tracts "A" & "B", Redivision of Property belonging to Robyn Paul Gonsoulin, et al, Sections 6, 7, 28, & 29, T18S-R19E, Terrebonne Parish, LA
- 5. Survey of Tract "E" & Revised Lot 1, Block 1, Add. #3 to Woodlawn Ranch Acres, Sections 6 & 19, T17S-R18E, Terrebonne Parish, LA
- 6. Resubdivision of Lot 4 of Block 2 of Rebecca Phase 2 First Filing Subdivision into Lot 4 & Lot 5 located within Rebecca Plantation, Sections 10 & 11, T16S-R16E, Terrebonne Parish, LA

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

J. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee:

- a) Mr. Pulaski discussed the recent discussions to include the C-1 zoning district and accessory dwelling units that were discussed at the Zoning meeting. He stated that estate lots and the S.D.D.M. as it pertains to mobile home park regulations were still being discussed. He stated Clay Breaud with Providence/GSE had provided an initial review of his proposal and was currently wrapping it up for the next committee meeting. Dr. Cloutier recommended the matter be included on the next regular meeting agenda as a Public Hearing.
- b) The Chairman requested Administration to call a vet to about inquire “quiet” chickens and whether the aforementioned discussion on chickens in residential districts should exclude chickens or just roosters.

K. COMMISSION COMMENTS:

1. Planning Commissioners’ Comments:

- a) Mr. Ostheimer passed out an article to the Commissions regarding a house fire in Gheens where the adjacent property owners’ homes were also burned. The adjacent property owners were filing a lawsuit against the waterworks district due to an incorrectly sized water main and caused the adjacent properties to catch fire as well. He requested Mr. Freeman to keep up with the lawsuit to determine if an entity has an obligation to make sure a proposed buyer can know if a variance was granted for a particular property prior to purchasing.

2. Chairman’s Comments: None.

L. PUBLIC COMMENTS: None.

M. Mrs. Falgout moved, seconded Mr. Kelley: “THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 7:40 p.m.”

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

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

LEONARD CHAUVIN P.E., P.L.S., INC.
Civil Engineer - Land Surveyor

June 16, 2016

Terrebonne Parish Planning Commission
Attn: Chris Pulaski

***Re: Survey Showing Division of Tract 3 into Tract 3-1 and Tract 3-2
Belonging to Corridor Properties, LLC Located in Section 7 T16S-R17E
Terrebonne Parish, Louisiana***

We are requesting that this item be tabled until the July 2016 Planning Commission meeting. We will proceed with presenting before the planning commission upon approval from Terrebonne Parish Engineering Department.

Sincerely,

Leonard J. Chauvin III

LEONARD CHAUVIN P.E., P.L.S., INC.

Civil Engineer - Land Surveyor

June 16, 2016

Terrebonne Parish Planning Commission
Attn: Chris Pulaski

Re: Survey Showing Division of Property Belonging to Cavco Investments, LLC into Tract A, Tract B, and Tract C Located in Section 79, T15S-R16E Terrebonne Parish, Louisiana

Mr. Pulaski,

We are requesting that this item be removed from the June 16, 2016 agenda. The proposed property division will be revised and resubmitted for the July planning commission meeting.

Sincerely,

Leonard J. Chauvin III



P.O. BOX 6097
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(985) 868-5050



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HOUMA, LOUISIANA 70361
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**TERREBONNE PARISH
CONSOLIDATED GOVERNMENT**

June 16, 2016
Item No. G-6

TO: Christopher M. Pulaski

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

SUBJECT: Bon Villa Mobile Home Park
Final Inspection

A final inspection 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. Block number needs to be shown on plat.
2. The center natural ground elevation of each proposed lot needs to be shown.
3. Benchmark should be installed and stamped with elevation and date set.
4. All permanent benchmarks shall be shown on the final survey plat including elevation, datum, date and three point ties.
5. All property surveyed within Terrebonne Parish shall tie to one of the following:
 - a. If the property is located within a two thousand foot radius of a National Geodetic Survey Monument or a Terrebonne Parish GIS monument, the survey plat shall show the state plane coordinate of a least two points within the subdivision.
 - b. If the property is located outside of the two thousand foot radius as specified above, but within a four thousand foot radius of any state, parish or municipal road intersection, the survey plat shall show at least two ties, with bearings and approximate distances.
6. Plat does not depict the statement "No structure fill or obstruction shall be located within any drainage easement or delineated flood plain area."
7. No approval from TPCG Utilities for lights.

The developer has hired a contractor to repave the roadway. This has been verified by the Planning Department. Please feel free to contact me at 873-6720 if you have any questions or comments.

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

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