

MINUTES
HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)
MEETING OF MARCH 21, 2013

- A. The Chairman, Dr. L. A. “Budd” Cloutier, Jr., called to order the regular meeting of March 21, 2013 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 6:49 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by him and the Pledge of Allegiance led by Mr. Richard Elfert.
- B. Upon Roll Call, present were: Dr. L.A. “Budd” Cloutier, Jr., Chairman; Mr. Richard Elfert; Mr. James Erny; Mr. Jeremy Kelley; Mr. Keith Kurtz; Mr. Alex Ostheimer, Vice Chairman; Mr. Gerald Schouest; Mr. Wayne Thibodeaux; and Mrs. Marsha Williams, Secretary/Treasurer. Absent at the time of Roll Call was: None. Also present were Mr. Patrick Gordon, Director and Mr. Christopher Pulaski, Senior Planner, Department of Planning & Zoning and Laddie Freeman, Legal Advisor.
- C. ACCEPTANCE OF MINUTES:
1. Mr. Schouest moved, seconded by Mr. Erny: “THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of February 21, 2013.”
- The Chairman called for a vote on the motion offered by Mr. Schouest. 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. Mr. Erny moved, seconded by Mr. Kurtz: “THAT the HTRPC accept the minutes, as written, for the Zoning & Land Use Commission for the regular meeting of February 21, 2013.”
- 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.
- D. Mrs. Williams moved, seconded by Mr. Kelley: “THAT the HTRPC emit payment for the March 21, 2013 invoices and approve the Treasurer’s Report of February 2013.”
- 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.
- E. COMMUNICATIONS:
1. Mr. Gordon read a letter from Keneth L. Rembert Land Surveyors dated March 21, 2013 withdrawing Items F1 & F2 as per the Developer’s request [See *ATTACHMENT A*].
- a) Mrs. Williams moved, seconded by Mr. Erny: “THAT the HTRPC table indefinitely Item F1, Tracts 1-A thru 9-A & Revised Tract “A”, A Redivision of Tract “A”, Property of Scotty Aucoin, et ux, and Item F2, Revised Tracts 3-A and 3-B, A Redivision of Tract 3 in Houma Development Tract I and Lot 3, Addendum No. 1 to Professional Plaza belonging to LeGrace Properties, LLC, as per the Developer’s request [See *ATTACHMENT A*].”
- 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.
2. Mr. Gordon read a letter from Keneth L. Rembert Land Surveyors dated March 21, 2013 withdrawing Item G4 as per the Developer’s request [See *ATTACHMENT B*].
- a) Mr. Erny moved, seconded by Mr. Ostheimer: “THAT the HTRPC table indefinitely Item G4, Campsites, Revised Lot A-2 and Lots B-1 thru B-30, Property of Lawrence J. Boquet, Jr., et ux, as per the Developer’s request [See *ATTACHMENT B*].”

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.

3. Mr. Gordon read a letter from T. Baker Smith, Inc. dated March 21, 2013 withdrawing Item G2 as per the Developer's request [See *ATTACHMENT C*].

- a) Mr. Erny moved, seconded by Mr. Thibodeaux: "THAT the HTRPC table indefinitely Item G2, Theriot Meadows, Redivision of Lots BW-1, BW-2, & BW-3 belonging to Baron's A/C & Heating, Inc. into Lots 1 thru 6, as per the Developer's request [See *ATTACHMENT C*]."

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.

F. OLD BUSINESS:

1. WITHDRAWN. Tracts 1-A thru 9-A & Revised Tract "A", A Redivision of Tract "A", Property of Scotty Aucoin, et ux [See *ATTACHMENT A*]
2. WITHDRAWN. Revised Tracts 3-A and 3-B, A Redivision of Tract 3 in Houma Development Tract I and Lot 3, Addendum No. 1 to Professional Plaza belonging to LeGrace Properties, LLC [See *ATTACHMENT A*]

G. APPLICATIONS:

1. The Chairman called to order the Public Hearing for an application by Rickie & Gwynne Pitre for Process D, Minor Subdivision for Tract "C" & Tract "D" belonging to Rickie & Gwynne Pitre.

- a) Mr. Galen Bollinger, Charles L. McDonald Land Surveyors, representing Mr. & Mrs. Pitre, discussed the location and division of property.
- b) No one from the public was present.
- 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. Gordon discussed the Staff Report and stated Staff recommended conditional approval provided addresses were depicted on the plat and the rear lot is labeled "raw land".
- e) Mr. Thibodeaux moved, seconded by Mr. Erny: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision for Tract "C" & Tract "D" belonging to Rickie & Gwynne Pitre conditioned addresses were depicted on the plat and the rear lot is labeled "raw land".

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 MOTION ADOPTED.

2. WITHDRAWN. Theriot Meadows, Redivision of Lots BW-1, BW-2, & BW-3 belonging to Baron's A/C & Heating, Inc. into Lots 1 thru 6 [See *ATTACHMENT C*]
3. The Chairman called to order the Public Hearing for an application by Timothy P. Deroche for Process A, Re-Subdivision for Tracts "B-1" & "B-2", A Redivision of Revised Tract "B", Property belonging to Timothy P. Deroche, et al.
 - a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, representing the Developer, discussed the location and division of property.
 - b) The Chairman recognized Todd Ledet, 3669 Bayou Black Drive, who stated he sold this property to Mr. Deroche and he intended for the property to never be commercial and was opposed.

- c) Mr. Rembert stated Mr. Deroche wished to place mini-storages on the property and no active business was being conducted.
 - d) Mr. Erny moved, seconded by Mrs. Williams: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Mr. Erny. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.
 - e) Mr. Gordon discussed the Staff Report and stated Staff would recommend approval.
 - f) Mr. Elfert moved, seconded by Mr. Erny: “THAT the HTRPC grant approval of the application for Process A, Re-Subdivision for Tracts “B-1” & “B-2”, A Redivision of Revised Tract “B”, Property belonging to Timothy P. Deroche, et al.”

The Chairman called for a vote on the motion offered by Mr. Elfert. 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.
4. WITHDRAWN. Campsites, Revised Lot A-2 and Lots B-1 thru B-30, Property of Lawrence J. Boquet, Jr., et ux [See *ATTACHMENT B*]
5. The Chairman called to order the Public Hearing for an application by Terre South Investments, Inc. requesting conceptual and preliminary approval for a Process C, Major Subdivision for Southdown West Subdivision, Addendum No. 11, Phase “D”.
- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, representing the Developer, discussed the location and division of property.
 - b) The Chairman recognized Janet Kirby, 304 Angelle, who expressed concerns of maintenance of the ditch and wanted to ensure no more of her property would be taken as a servitude to do so.
 - c) Mr. Rembert stated the development was not in the engineering phase yet but he doubted they would take property where there was no right-of-way.
 - d) Mr. Erny moved, seconded by Mr. Schouest: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Mr. Erny. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, Mr. Thibodeaux, and Mrs. Williams; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.
 - e) Mr. Gordon discussed the Staff Report and stated Staff would recommend conditional approval provided a Storm Water Pollution Prevention Plan is submitted to the Public Works Department at the engineering stage.
 - f) Mr. Erny moved, seconded by Mr. Thibodeaux: “THAT the HTRPC grant approval of the conceptual & preliminary application for Process C, Major Subdivision for Southdown West Subdivision, Addendum No. 11, Phase “D” provided that a Storm Water Pollution Prevention Plan is submitted to the Public Works Department at the engineering stage.”

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 an application by Cypress Gardens Development, LLC requesting conceptual and preliminary approval for a Process C, Major Subdivision for Palm Gardens Subdivision, Phase B.
- a) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., representing the Developer, discussed the location and division of property.
 - b) No was 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. Gordon discussed the Staff Report and stated Staff would recommend conditional approval provided a Storm Water Pollution Prevention Plan is submitted to the Engineering Division and the plan is implemented through all construction.
- e) Discussion was held with regard to any future phases and requiring a master plan.
- f) Mr. Erny moved, seconded by Mr. Thibodeaux: “THAT the HTRPC grant approval of the conceptual & preliminary application for Process C, Major Subdivision for Palm Gardens Subdivision, Phase B provided a Storm Water Pollution Prevention Plan is submitted to the Engineering Division and the plan is implemented through all construction.”
- g) Discussion was held with regard to receiving architectural drawings at the engineering stage.

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.

- 7. The Chairman stated the next item on the agenda was an application by The Lakes of Terrebonne, L.L.C. requesting engineering approval for Process C, Major Subdivision (Roadway), for Recreation Row (Tract L-1).

- a) Mr. Gene Milford, Milford & Associates, Inc., representing the Developer, stated there was a Cooperative Endeavor Agreement (CEA) with the Parish to put in the road for future use by the Recreation District for a community park and planned to develop according to the agreement.
- b) Ms. Joan Schexnayder, Terrebonne Parish Engineering Division, read a letter dated March 21, 2013 with regard to the punch list items for the development [See *ATTACHMENT D*].
- c) Mr. Gordon stated this was only a roadway which was part of the CEA and the infrastructure would be put in at a later date. He also stated a Storm Water Pollution Plan had to be submitted and adhered to during construction.
- d) Mr. Milford requested a variance from punch list items 3, 6, 7, & 8 due to those matters not being part of the CEA and stated they would comply/resolve all remaining punch list items. He also stated that a Storm Water Pollution Plan should not be required due to the roadway being less than 1 acre.
- e) Mr. Gordon stated even though a Storm Water Pollution Plan wouldn't be necessary, Best Practices should still be used.
- f) Discussion was held with regard to infrastructure being installed at a later date, the Recreation District ready to start on Phase 1 of the community park, and the Planning Commission not being privy to the CEA and not granting any variances.
- g) Mr. Gordon stated this was a unique situation and roadways were previously never sent to the Planning Commission but are currently due to previous issues. He read an email from Mr. Al Levron, TPCG Parish Manager, with regard to the purchase agreement and road installation [See *ATTACHMENT E*].
- h) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC grant engineering approval of the application for Process C, Major Subdivision (Roadway), for Recreation Row (Tract L-1) with variances granted for punch list items 3, 6, 7, & 8 as per the Parish Manager (Mr. Al Levron) & Planning and Zoning Director's (Mr. Pat Gordon) request as part of a Cooperative Endeavor Agreement between the Developer and the Parish for the development of the Field of Dreams (community park) and conditioned upon the Developer complying/resolving all remaining punch list items per the Terrebonne Parish Engineering Division's letter dated March 21, 2013 [See *ATTACHMENT D*].”

- i) Discussion was held with regard to setting a precedent for other “unique” situations that may arise, concerns of no lights and turn-around, and there being money already in place to move forward to complete Phase 1 which will include infrastructure.
- j) Discussion ensued with regard to issues of the roadway being in place with no infrastructure concerning safety and the possibility of it being barricaded once it is dedicated to the Parish.
- k) Mr. Pulaski informed the Commission of a public meeting previously held regarding the community park and its phases, etc.

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

- 8. The Chairman stated the next item on the agenda was an application by Teuton-Caro Developments, LLC requesting final approval for Process C, Major Subdivision, for Wallace J. Thibodaux Estates, Addendum No. 4, Phase B.

- a) Ms. Joan Schexnayder, Terrebonne Parish Engineering Division, read a letter dated March 20, 2013 with regard to the punch list items for the development [See *ATTACHMENT F*].
- b) Mr. Gene Milford, Milford & Associates, Inc., representing the Developer, stated they would comply/resolve all punch list items for the development.
- c) Mr. Erny moved, seconded by Mr. Kurtz: “THAT the HTRPC grant final approval of the application for Process C, Major Subdivision, for Wallace J. Thibodaux Estates, Addendum No. 4, Phase B conditioned upon the Developer complying/resolving all punch list items per the Terrebonne Parish Engineering Division’s letter dated March 20, 2013[See *ATTACHMENT F*].”

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.

The Chairman recognized Councilwoman Beryl Amedée in the audience.

- 9. The Chairman stated the next item on the agenda was an application by Teuton-Caro Developments, LLC requesting final approval for Process C, Major Subdivision, for CitiPlace Subdivision, Addendum No. 3.

- a) Ms. Joan Schexnayder, Terrebonne Parish Engineering Division, read a letter dated March 20, 2013 with regard to the punch list items for the development [See *ATTACHMENT G*].
- b) Mr. Gene Milford, Milford & Associates, Inc., representing the Developer, stated they would comply/resolve all punch list items for the development.
- c) Mr. Erny moved, seconded by Mr. Schouest: “THAT the HTRPC grant final approval of the application for Process C, Major Subdivision, for CitiPlace Subdivision, Addendum No. 3 conditioned upon the Developer complying/resolving all punch list items per the Terrebonne Parish Engineering Division’s letter dated March 20, 2013[See *ATTACHMENT G*].”

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.

H. STAFF REPORT:

- 1. The Chairman called to order the Public Hearing for the introduction of an ordinance with regard to amending the Subdivision Regulations to change the definition of *resubdivision*.
 - a) No one from the public was present to speak.

- b) Mrs. Williams moved, seconded by Mr. Kelley: “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.

- c) Mr. Gordon stated the definition was changed to reflect the state statutes.
- d) Mr. Erny moved, seconded by Mr. Elfert: “THAT the HTRPC approve the proposed ordinance to amend the Subdivision Regulations to change the definition of *resubdivision* and forward to the Parish Council for final consideration.”

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.

2. Mr. Gordon presented the 2012 HTRPC Annual Report to the Commission.

- a) Discussion was held with regard to there being no home occupations in 2012 and very few denials. Discussions ensued with regard to it being easier to table matters and have them rectified or withdrawn and resubmitted than denying applications which would lead to the decrease in denials.
- b) Mr. Erny moved, seconded by Mr. Ostheimer: “THAT the HTRPC accept and ratify the 2012 HTRPC Annual Report as presented.”

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.

J. ADMINISTRATIVE APPROVALS:

Mr. Kelley moved, seconded by Mrs. Williams: “THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-4.”

1. Tracts A and B, Property belonging to Walterine LeCompte LeBoeuf, et al, Section 4, T17S-R17E, Terrebonne Parish, LA
2. Revised Tracts "A" & "B", Property belonging to Otis J. Bourg, Jr., Section 103, T17S-R17E, Terrebonne Parish, LA
3. Survey and Redivision of Lot 8 of Paul Gros Subdivision belonging to Wayne and Sylvia Pollet, and Survey and Redivision of Lot 9 of Paul Gros Subdivision belonging to Wiltz A. Clark, Sr., et al; Creating Revised Lot 8 and Revised Lot 9, Section 133, T15S-
4. Revised Tracts C-1-E10, C-1-E11, A Redivision of Tracts C-1-E10, C-1-E-11, 3040 Commercial Park Subdivision, Property belonging to Matherne Realty Partnership, Sections 5 & 33, T17S-R17E, Terrebonne Parish, LA

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.

K. COMMITTEE REPORTS:

1. Subdivision Regulations Review Committee: None.
2. Comprehensive Master Plan Update:
 - a) Mr. Gordon stated more copies of the Comprehensive Master Plan Update were needed for our files, the library, etc. with additional costs to provide.
 - b) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC authorize payment to Providence Engineering & Environmental Group, LLC to provide additional copies of the Comprehensive Master Plan Update.”

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

3. Master Thoroughfare Plan Committee Update:
 - a) Mr. Gordon stated the update to the Master Thoroughfare Plan that included Valhi Boulevard Extension from Savanne Road to US Highway 90 has been approved by the Parish Council and recorded in the courthouse.
4. Fire Protection Committee Update:
 - a) Mr. Gordon stated they were working with the area Fire Chiefs and they intend to move forward with the national code versus editing the regulations individually.

K. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:
 - a) Mr. Thibodeaux requested Mr. Gordon to look into the number of driveways allowed by DOTD for North Terrebonne Commercial Park because he noticed two (2) more being constructed.
 - b) The Chairman thanked Mrs. Marsha Williams for her years of work on the Planning Commission and welcomed Mrs. Gloria Foret as her replacement.
2. Chairman's Comments: None.

L. PUBLIC COMMENTS:

1. The Chairman recognized Councilwoman Beryl Amedée who reiterated Dr. Cloutier's words to Mrs. Williams.

- M. Mr. Schouest moved, seconded Mr. Kelley: "THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 8:11 p.m."

The Chairman called for a vote on the motion offered by Mr. Schouest. 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.

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

Kenneth L. Rembert

LAND SURVEYORS

since 1973

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504-879-2782 (FAX) 504-879-1641

March 21, 2013

Houma-Terrebonne Planning & Zoning
P. O. Box 1446
Houma, LA 70361

Att: Mr. Pat Gordon:

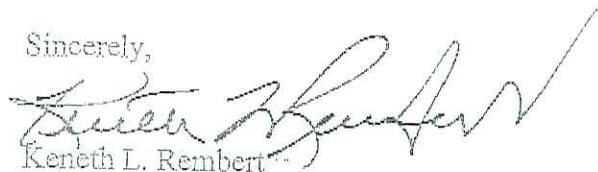
Re: OLD BUSINESS ITEMS 1 (AUCOIN AND 2 (LEGRACE)

Dear Pat:

Please let this letter serve as a request to allow the above items from last month's meeting remain on the table until we address a few unfinished issues.

Thank you.

Sincerely,


Kenneth L. Rembert

KLR/apr



Kenneth L. Rembert

LAND SURVEYORS

since 1973

655 SCHOOL ST. HOUMA, LA. 70360
504-879-2782 (FAX) 504-879-1641

March 21, 2013

Houma-Terrebonne Planning & Zoning
P. O. Box 1446
Houma, LA 70361

Att: Mr. Pat Gordon:

Re: NEW BUSINESS ITEM 4 (LAWRENCE BOQUET CAMPSITES)

Dear Pat:

Please remove the above item from consideration at the meeting tonight. There are Board of Health issues that the present tenants are required to correct before we precede with the submittal.

Thank you.

Sincerely,


Kenneth L. Rembert

KLR/apr





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March 21, 2013

Via Fax 985-580-8141

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

RE: Re-Division of Lots BW-1, BW-2, & BW-3, Theriot Meadows Subdivision,
Belonging to Baron's A/C & Heating, Inc. into Lots 1 Thru 6
Section 53, T19S-R17E, Terrebonne Parish, Louisiana


Dear Mr. Gordon:

On behalf of our client, Baron's A/C & Heating, Inc., we would like to request that this item be tabled until we have all matters taken care of with TPCG Engineering Division, which concerns the matters of the drainage analysis and a proposed ditch installation.

If you have any questions, comments, or require additional information, please give me a call at 985-223-9237 or send me an email: john.mattingly@tbsmith.com.

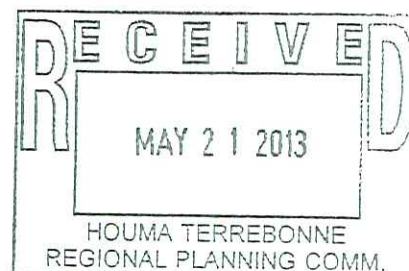
Sincerely,

T. BAKER SMITH, LLC


John C. Mattingly, P.L.S.

JCM/cba

2013.0150 pc3





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TERREBONNE PARISH CONSOLIDATED GOVERNMENT

March 21, 2013
1st Review
Item G-7

TO: **Pat Gordon**

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

SUBJECT: **Recreation Row (Tract L-1)
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. 24.5.4.3.7.E Section numbers are incorrect.
2. 24.5.4.7.8 Sections lines that cross the development should be shown.
3. 24.7.6.1.6 No turnaround provided.
4. 24.5.4.8 Existing contours at one foot intervals not shown on drainage plan.
5. 24.7.6.2.6 Does not conform to the SDDM:
 - a. V.A.3 Hydraulic grade line not shown on profiles.
 - b. V.A.3 Existing gasline not shown on profile.
 - c. V.A.3 Outfall in proposed in waterline servitude.
 - d. V.A.4 Tributary areas not shown on drainage plan.
 - e. V.A.8 Cross sections at 100 ft intervals not provided.
 - f. VI.27 Written restriction should be place on plat stating that no structure, fill or obstruction shall be located within any drainage easement or delineated flood plain.
6. 24.5.4.6.7 No approval letter from the following:
 - a. WaterworksTPCG
 - b. Pollution Control
 - c. Gas Utility
 - d. Electric Utility
 - e. Department of Health and Hospitals
7. 24.7.6.1.8 No fire hydrants provided.

Saltwater Fishing Capital of the World™

Recreation Row (Tract L-1)
Review of Engineering Approval
GEB Memo to PG dated 3-21-13
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8. 24.7.5.2 No Street lights provided.
9. 24.5.4.8 No benchmark provided.

This review does not imply that this subdivision submitted complies with all other requirements of the Parish Codes. Please feel free to contact Joan E. Schexnayder, P.E. if you have any questions or comments.

GEB/jes

Attachment

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

Becky Becnel

From: Pat Gordon
Sent: Thursday, March 21, 2013 1:42 PM
To: Becky Becnel
Cc: L. A. Budd Cloutier
Subject: FW: FOD road

Please place this in the file for Recreation Road.

Thanks

Patrick Gordon Sr.
Director, Planning and Zoning
Terrebonne Parish Consolidated Gov.
pgordon@tpcg.org
Work: (985) 873-6569
Fax: (985) 580-8141

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-----Original Message-----

From: Al Levron
Sent: Thursday, March 21, 2013 1:18 PM
To: Pat Gordon
Subject: FOD road

Correct. It is a requirement of the purchase that they install road.

-----Original Message-----

From: Pat Gordon
Sent: Thursday, March 21, 2013 1:13 PM
To: Christopher Pulaski
Cc: Al Levron
Subject: RE: FOD road

This is coming for the construction of the Road Only. I'm sure Engineering will proceed with their due diligence in reviewing the application as they would any other development and I intend to explain that this is a unique situation that needs to be moved forward and that future developments will complete the infrastructure along the roadway including water, gas, street lights, etc.

Patrick Gordon Sr.
Director, Planning and Zoning
Terrebonne Parish Consolidated Gov.
pgordon@tpcg.org
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"Saltwater Fishing Capital of the World"

-----Original Message-----

From: Christopher Pulaski

Sent: Thursday, March 21, 2013 10:50 AM

To: Pat Gordon

Subject: FOD road

You may just want to touch base with Al and Joan to confirm engineering's comments on road. I don't think we want any surprises at tonight's planning commission meeting.

I guess the real question is who is really going to put in utilities along that road? Even though the land purchase required only the road, will it not be accepted without utilities? If the rec district puts them in, then will road not be accepted until that time?

I am on a break right now but heading to jail in a workforce van. Will call you at next break.

Cp



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TERREBONNE PARISH CONSOLIDATED GOVERNMENT

March 20, 2013
Item No. G-8

TO: Pat Gordon

FROM: Gregory E. Bush, LTC, USA, Retired
Director of Public Works

SUBJECT: Wallace J. Thibodaux Estates, Add No. 4, Phase B
Final 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. Seven cracked panels and one sewer manhole pad have cracks and need to be addressed.
2. Lot grading needs to be completed including fill behind curbs on Yacht Club and Larry Daigle Drive.
3. Lot corners need to be staked.
4. Dead end marker needs to be installed at Yacht Club Drive.
5. There are four areas where the street is holding water that need to be addressed.
6. Tar sealing of joints needs to be completed.
7. Replace cracked curbing on Larry Daigle Drive.
8. Reshape and grade slope on northeast corner of retention pond.
9. Submit correct Record Drawings. Drawings submitted do not show what was built.
10. Remove lifting cables from the following CB-06's:
 - a. Sta. 16+08 Lt.
 - b. Sta. 22+58 Rt.
 - c. Sta. 26+94 Rt.
 - d. Sta. 33+13 Rt.
 - e. Sta. 35+69 Rt.
11. Sta. 25+55 Conflict Manhole does not have one foot clearance below utility line and manhole invert as required.
12. Grout voids in the following CB-06's:
 - a. Sta. 33+13 Rt.
 - b. Sta. 39+99 Rt.
 - c. Sta. 56+77 Rt.
 - d. Sta. 54+98 Lt.
13. Transition from street to catch basin opening needs to be re-grouted at Sta. 35+69 Rt.

Wallace J. Thibodaux Estates, Add No. 4, Phase B

Final Inspection

GEB Memo to PG dated 3/20/13

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14. Remove wood forms from CB-06 at Sta. 39+99 Rt.
15. The following should be cleaned:
 - a. CB-06 Sta. 39+55
 - b. Cross drain at Sta. 58+54
16. CB-06 at Sta. 31+01 could not be opened for inspection.
17. Street lights should be installed.
18. Remove concrete and debris from lots.
19. Benchmarks shall be shown on the plat including elevation, datum, date and three point ties.
20. Standard dedication block needs to be signed by the owner.
21. Plat should be signed by the surveyor.
22. 24.7.5.6 No approval letter from Waterworks.
23. All property surveyed within Terrebonne Parish shall tie to one (1) of the following:
 - a. If the property is located within a two thousand (2,000) foot radius of a National Geodetic Survey Monument or a Terrebonne Parish GIS monument, the survey plat shall show the state plan coordinate (Louisiana South Zone) of a least two (2) points within the subdivision. Terrebonne Parish GIS information is available at the Terrebonne Parish Consolidated Government Planning Department.
 - b. If the property is located outside of the two thousand (2,000) foot radius as specified in No. 1 above, but within a four thousand (4,000) radius of any state, parish or municipal road intersection, the survey plat shall show at least two (2) ties, with bearings and approximate distances.

This review does not imply that the drainage plan, or any other building plan, submitted for this project complies with all other requirements of the Parish Codes. Please feel free to contact Joan Schexnayder at 873-6720 if you have any questions or comments.

cc: Planning Commission
Gene Milford, III, P.E.
Tom Bourg
Philip Liner
Engineering Division
Reading File
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TERREBONNE PARISH CONSOLIDATED GOVERNMENT

March 20, 2013
Item No. G-9

TO: **Pat Gordon**

FROM: **Gregory E. Bush, LTC, USA, Retired**
Director of Public Works

SUBJECT: **Citiplace Subdivision, Add. No. 3**
Final 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. Lot grading needs to be completed including fill behind curbs.
2. Lot corners need to be staked.
3. Re-dig existing outfall ditch from Sta. 103+61 to Sta. 106+00 as required on plans..
4. Remove lifting cables from the following CB-01's:
 - a. Sta. 11+24 Lt. & Rt.
 - b. Sta. 12+25 Lt.
5. Clean and coat the following:
 - a. DMH top at Sta. 51+67
 - b. CB-06 top at Sta. 11+24 Rt.
6. Pour inverts in all drainage structures.
7. Standard dedication block needs to be signed by the owner.
8. Plat should be signed by the surveyor.
9. 24.7.5.6 No approval letter from Waterworks.
10. All property surveyed within Terrebonne Parish shall tie to one (1) of the following:
 - a. If the property is located within a two thousand (2,000) foot radius of a National Geodetic Survey Monument or a Terrebonne Parish GIS monument, the survey plat shall show the state plan coordinate (Louisiana South Zone) of a least two (2) points within the subdivision. Terrebonne Parish GIS information is available at the Terrebonne Parish Consolidated Government Planning Department.
 - b. If the property is located outside of the two thousand (2,000) foot radius as specified in No. 1 above, but within a four thousand (4,000) radius of any state, parish or municipal road intersection, the survey plat shall show at least two (2) ties, with bearings and approximate distances.

Citiplace Subdivision, Add. No. 3
Final Inspection
GEB Memo to PG dated 3/20/13
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This review does not imply that the drainage plan, or any other building plan, submitted for this project complies with all other requirements of the Parish Codes. Please feel free to contact Joan Schexnayder at 873-6720 if you have any questions or comments.

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