

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

- A. The Chairman, Dr. L.A. “Budd” Cloutier, Jr., called to order the regular meeting of November 21, 2013 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 6:05 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by him and the Pledge of Allegiance led by Mr. Jeremy Kelley.
- B. Upon Roll Call, present were: Dr. L.A. “Budd” Cloutier, Jr., Chairman; Mr. Richard Elfert; Mr. James Erny; Mrs. Gloria Foret, Secretary/Treasurer; Mr. Jeremy Kelley; Mr. Keith Kurtz; Mr. Alex Ostheimer, Vice Chairman; Mr. Gerald Schouest; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: None. Also present were Mr. Patrick Gordon, Director, Department of Planning & Zoning and Laddie Freeman, Legal Advisor.
- C. ACCEPTANCE OF MINUTES:
1. Mr. Erny moved, seconded by Mr. Schouest: “THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of October 17, 2013.”

The Chairman called for a vote on the motion offered by Mr. Erny. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mrs. Foret, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
 2. Mr. Schouest moved, seconded by Mr. Thibodeaux: “THAT the HTRPC accept the minutes, as written, for the Zoning & Land Use Commission for the regular meeting of October 17, 2013.”

The Chairman called for a vote on the motion offered by Mr. Schouest. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mrs. Foret, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- D. Mrs. Foret moved, seconded by Mr. Ostheimer: “THAT the HTRPC emit payment for the November 21, 2013 invoices and approve the Treasurer’s Report of October 2013.”

The Chairman called for a vote on the motion offered by Mrs. Foret. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mrs. Foret, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. PLANNING:
1. Planning Commissioners’ Comments:
 - a) Mr. Ostheimer discussed the increasing number of proposals coming up to help lower flood insurance and fire insurance costs. He encouraged acting responsibly with regard to determining the costs versus the savings.
 2. Administration’s Comments:
 - a) Mr. Gordon stated they have applied for a state award for the Comprehensive Plan and that Mr. Pulaski would be attending the State Conference and he would be speaking at the National Conference in Atlanta in April.
 - b) Mr. Gordon commented on Mr. Ostheimer’s comments and stated that with the Biggert-Waters Act passing, the Parish should do whatever possible to help reduce insurance premiums.
 3. Chairman’s Comments:
 - a) Dr. Cloutier stated he would like to see the Parish move forward with zoning in the northern areas of the Parish.

F. COMMUNICATIONS:

1. Mr. Gordon read a letter from Keneth L. Rembert Land Surveyors dated November 19, 2013 requesting to table Old Business Item G.2 (Dove Development & Land Minor Subdivision) [See *ATTACHMENT A*].

- a) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC table the application by Dove Development & Land, LLC for Process D, Minor Subdivision, for Tracts 1-A thru 1-D, until the next regular meeting of December 19, 2013 as per the Developer’s request [See *ATTACHMENT A*].”

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

G. OLD BUSINESS:

Mr. Erny moved, seconded by Mr. Kelley: “THAT Old Business Items G.1, G.3, and G.4 be removed from the table and be considered at this time.”

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

1. The Chairman stated the next item on the agenda under Old Business was an application by Scotty Aucoin requesting approval for Process A, Re-Subdivision, for Tracts 1-A thru 9-A & Revised Tract “A”, A Redivision of Tract “A”, Property of Scotty Aucoin, et ux.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division and stated that all previous issues have been resolved.
 - b) Mr. Gordon discussed the Staff Report and stated Staff recommended approval with no conditions.
 - c) Mr. Schouest moved, seconded by Mr. Thibodeaux: “THAT the HTRPC grant approval of the Process A, Re-Subdivision, for Tracts 1-A thru 9-A & Revised Tract “A”, A Redivision of Tract “A”, Property of Scotty Aucoin, et ux.”

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

2. WITHDRAWN. *Tracts 1-A thru 1-D, Property of Dove Development & Land, LLC* [See *ATTACHMENT A*]

3. The Chairman stated the next item on the agenda under Old Business was an application by Poule D’eau Properties, LLC requesting conceptual and preliminary approval for Process C, Major Subdivision, for Falgout Canal Harbor.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division and stated the lines were moved because of the Morganza to the Gulf levee.
 - b) Mr. Robert Hale, representing the Developer, stated this was the last piece of property to be developed and would be accessed through existing private streets. He stated they were asking for some variances and had no intention of selling the lots, that they would be 99-year leases.
 - c) Mr. Gordon discussed the Staff Report and stated there was some apparent confusion as a conceptual & preliminary application was completed but what they really needed was a Residential Building Park Approval. He further discussed all advertising and such was for a major subdivision and referred to Mr. Laddie Freeman to get his comments.
 - d) Mr. Freeman discussed unnecessary hardship in granting the requested variances.
 - e) Discussion was held with regard to the Morganza levee and the Developer changing the layout of the development to accommodate the levee, no public garbage service, paved surface not lasting on the type of existing soil, extension of the no-wake zone, access, and maintenance agreements in place for the roadways.

- f) At this time, Mr. Hale withdrew the application along with waiving his right to have the application approved within 60 days as per state and local laws, and consents to the extension of such period.
3. The Chairman stated the next item on the agenda under Old Business was an application by Terrebonne Land Partnership requesting final approval for Process C, Major Subdivision, for South Hollywood Commercial Park, Phase 2A & 2B.
- a) Ms. Joan Schexnayder, Terrebonne Parish Engineering Division, read a memo concerning the punch list items for the development dated November 21, 2013 [See *ATTACHMENT B*].
 - b) Mr. Gene Milford, Milford & Associates, Inc., representing the Developer, stated they would comply/resolve all punch list items and complete within 30 days.
 - c) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC grant final approval of the application by Terrebonne Land Partnership for Process C, Major Subdivision for South Hollywood Commercial Park, Phase 2A & 2B conditioned upon the Developer complying/resolving all punch list items per the Terrebonne Parish Engineering’s memo dated November 21, 2013 [See *ATTACHMENT B*].”
- The Chairman called for a vote on the motion offered by Mr. Ostheimer. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mrs. Foret, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

H. APPLICATIONS:

- 1. The Chairman called to order the Public Hearing for an application by K.S.I., Inc. requesting approval for a Process A, Re-Subdivision for the Redivision of Tracts B-4 thru B-8, Property of K.S.I., Inc.
 - a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He requested the matter be tabled until the infrastructure was complete.
 - b) No one from the public was present to speak on the matter.
 - c) Mr. Thibodeaux moved, seconded by Mr. Kelley: “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, Mrs. Foret, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

 - d) Mr. Gordon discussed the Staff Report and stated the matter be tabled until additional fire hydrants were installed, drainage calculations were submitted and approved and addressing be depicted on the plat.
 - e) Mr. Thibodeaux moved, seconded by Mr. Kelley & Mr. Schouest: “THAT the HTRPC table the application for Process A, Re-Subdivision, for the Redivision of Tracts B-4 thru B-8, Property of K.S.I., Inc. indefinitely as per the Developer’s request as well as waiving the right and/or requirement to have the application approved within 60 days as per state and local laws and consents to the extension of such period.”

The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mrs. Foret, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; 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 Jermie Ball requesting approval for a Process A, Re-Subdivision for Tracts 15-A & 15-B, A Redivision of Tract 15, Sunrise Plantation Estates.
 - a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property.
 - b) No one from the public was present to speak on the matter.
 - c) Mr. Kelley moved, seconded by Mr. Erny: “THAT the Public Hearing be closed.”

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

- d) Mr. Gordon discussed the Staff Report and stated Staff would recommend tabling the matter until the additional fire hydrant is installed, drainage calculations are submitted and approved, and addressing for each lot be depicted on the plat.
- e) Mr. Rembert was in agreement of waiving their right and/or requirement to have the application approved within 60 days as per state and local laws, and consented to the extension of such period.
- f) Mr. Schouest moved, seconded by Mr. Thibodeaux: “THAT the HTRPC table the application for Process A, Re-Subdivision, for Tracts 15-A & 15-B, A Redivision of Tract 15, Sunrise Plantation Estates indefinitely as per the Developer’s request as well as waiving the right and/or requirement to have the application approved within 60 days as per state and local laws and consents to the extension of such period.”

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

- 3. The Chairman called to order the Public Hearing for an application by O’Neal Bascle, Jr. requesting approval for a Process A, Re-Subdivision for Tracts “B-1” & “B-2”, A Redivision of Tract “B” of Property belonging to O’Neal Bascle, Jr.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property.
- b) No one from the public was present to speak on the matter.
- c) Mr. Erny moved, seconded by Mr. Kelley: “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, Mrs. Foret, Mr. Kelley, Mr. Kurtz, Mr. Ostheimer, Mr. Schouest, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: None. THE CHAIRMAN DECLARED PUBLIC HEARING CLOSED.

- d) Mr. Gordon discussed the Staff Report and stated Staff would recommend conditional approval provided addressing is depicted on the plat and the Board of Health issues are resolved.
- e) Mr. Erny moved, seconded by Mr. Ostheimer: “THAT the HTRPC grant approval for Process A, Re-Subdivision, for Tracts “B-1” & “B-2”, A Redivision of Tract “B” of Property belonging to O’Neal Bascle, Jr. conditioned addressing is depicted on the plat and an approval letter from the Board of Health.”

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

- 4. The Chairman called to order the Public Hearing for an application by Steve Layne requesting conceptual and preliminary approval for Process C, Major Subdivision for Thacker Development.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property.
- b) No one from the public was present to speak on the matter.

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

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

- d) Mr. Gordon discussed the history of Paw Paw Court.
- e) Mr. Rembert stated a new larger plant would facilitate the sewer issues.
- f) Mr. Gordon discussed the Staff Report and stated Staff would recommend conditional approval provided the existing street is improved to Parish standards, the turn-around is improved to Parish standards, the 101' extension of roadway is constructed to Parish standards, and a waterline is constructed to facilitate all fire hydrants and meter service is provided to all camp owners in compliance with Waterworks.
- g) Discussion was held with regard to the access roadway and maintenance of the same. Discussion ensued with regard to this being conceptual and preliminary approval and taking the conditions into the Engineering phase.
- h) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC grant conceptual and preliminary approval for Process C, Major Subdivision, for Thacker Development.”
- i) Discussion was held with regard to the plat indicating a residential planned unit development which was incorrect. Mr. Rembert indicated he would amend the plat to match the application.
- j) Discussion ensued with regard to the street repairs and sewer maintenance.

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

- 5. The Chairman stated the next item under Applications was for an application by Annie 1, LLC requesting final approval for Process C, Major Subdivision for Trinity Commercial Park.

- a) Ms. Joan Schexnayder, Terrebonne Parish Engineering Division, stated there was no punch list for the development.
- b) Mr. Ostheimer moved, seconded by Mr. Erny: “THAT the HTRPC grant final approval of the application by Annie 1, LLC for Process C, Major Subdivision for Trinity Commercial Park.”

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

I. STAFF REPORT: None.

J. ADMINISTRATIVE APPROVALS:

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

1. Lot Line Adjustment between Peter H. Wolfe et ux and Dorothy L. Domangue et ux, Sections 4 & 5, T19S-R18E, Terrebonne Parish, LA
2. Revised Lots 12 and 14, A Redivision of Revised Lot 12 and Lots 13 and 14 of Bayou Gardens Estates Subdivision, Section 57, T16S-R17E, Terrebonne Parish, LA
3. Tracts B & B-1 located at the Intersection of Prospect Street and LA Highway 659, Section 2, T17S-R18E, Terrebonne Parish, LA
4. Property belonging to John Cooper, Lots 5, 14, 15, & 16, Block 4, Park View Subdivision, Section 96, T17S-R17E, Terrebonne Parish, LA
5. Revised Tracts 10 and 11, Property belonging to Wickles L. Dupre, et ux, Section 35, T17S-R16E, Terrebonne Parish, LA
6. Revised Tracts 1-B and "A", Property of Cenac Community Reinvestment, L.L.C., et al, Sections 15, 16, 17, & 18, T17S-R17E, Terrebonne Parish, LA

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

K. COMMITTEE REPORTS:

- 1. Subdivision Regulations Review Committee:
 - a) Dr. Cloutier stated they met and discussed drainage runoff reduction, fire codes, minor subdivisions, administrative approvals, raw land, sidewalks, and borrow pit regulations.

L. COMMISSION COMMENTS:

- 1. Planning Commissioners' Comments:
 - a) Mr. Thibodeaux discussed a conversation with Mr. Mike Ordogne and Mr. Al Levron with regard with to wastewater expansion in the Gray area.
- 2. Chairman's Comments:
 - a) Dr. Cloutier congratulated Mr. Ostheimer and Mr. Erny on being reappointed for another term on the Planning Commission.

M. PUBLIC COMMENTS: None.

N. Mr. Erny moved, seconded by Mr. Thibodeaux: "THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 7:19 p.m."

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

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

Item G2

Keneth L. Rembert

LAND SURVEYORS

since 1973

635 SCHOOL ST. HOUMA, LA. 70360
985-879-2782 (FAX) 985-879-1641

November 19, 2013

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

Att: Mr. Pat Gordon:

Re: OLD BUSINESS ITEM (DOVE DEVELOPMENT & LAND, LLC-TRACTS 1-D THRU
4-D)

Dear Pat:

Please let this letter serve as a request to allow the above item to remain on the table and not be considered for approval at the meeting of November 21st. All utilities are not complete at this time.

Thank you.

Sincerely,


Keneth L. Rembert

KLR/apr



P. O. BOX 6097
HOUMA, LOUISIANA 70361
(985) 868-5050



P. O. BOX 2768
HOUMA, LOUISIANA 70361
(985) 868-3000

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

November 21, 2013
Item No. G-4

TO: Pat Gordon

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

SUBJECT: South Hollywood Commercial Park, Phase 2A & 2B
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. Fill and compact behind the curbs.
2. Signs that were removed from the intersection of Valhi Boulevard and Hollywood Road to access dirt pit need to be replaced.
3. There is a leak at the upstream gravity main connection to Sewer Manhole #14.
4. The concrete pad around Sewer Manhole #13 is cracked and broken.
5. There is a leaking joint in the gravity main piping at about seventeen feet (17') upstream from the existing Sewer Manhole #10.
6. There is a leak at the upstream gravity main connection to existing Sewer Manhole #10.
7. Finish grading Lot 13 Block 2 & Lot 1 Block 3

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

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