

MINUTES
HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)
ZONING & LAND USE COMMISSION
MEETING OF JULY 18, 2013

- A. The Vice-Chairman, Alex Ostheimer, called the meeting of July 18, 2013 of the HTRPC, convening as the Zoning and Land Use Commission, to order at 6:03 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. Dr. L.A. “Budd” Cloutier, Jr., Chairman, was out of the country.
- B. Upon Roll Call, present were: Mr. Richard Elfert; Mr. James Erny; Mrs. Gloria Foret, Secretary/Treasurer; Mr. Jeremy Kelley; Mr. Keith Kurtz; Mr. Alex Ostheimer, Vice-Chairman; and Mr. Gerald Schouest. Absent at the time of Roll Call was: Dr. L.A. “Budd” Cloutier, Jr., Chairman, and Mr. Wayne Thibodeaux. Also present were Patrick Gordon, Director, and Christopher Pulaski, Senior Planner, Department of Planning & Zoning and Laddie Freeman, Legal Advisor.
- C. APPROVAL OF THE MINUTES:
1. Mr. Schouest moved, seconded by Mr. Kelley: “THAT the HTRPC, convening as the Zoning & Land Use Commission, accept the minutes, as written, for the Zoning and Land Use Commission for the regular meeting of June 20, 2013.”

The Vice-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, and Mr. Schouest; NAYS: None; ABSTAINING: Mr. Ostheimer; ABSENT: Dr. Cloutier and Mr. Thibodeaux. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
- D. COMMUNICATIONS:
1. Mr. Pulaski read an email from Ms. Tina Williams requesting to table Item E.1 with regard to the Home Occupation application until the next regular meeting due to a family emergency [See *ATTACHMENT A*].
 - a) Mr. Erny moved, seconded by Mr. Kelley: “THAT the HTRPC, convening as the Zoning and Land Use Commission, table the application by Tina Williams for a Home Occupation until the next regular meeting of August 15, 2013.”

The Vice-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, and Mr. Schouest; NAYS: None; ABSTAINING: Mr. Ostheimer; ABSENT: Dr. Cloutier and Mr. Thibodeaux. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
 2. Mr. Gordon read a letter he wrote to Mr. Rodney Burns regarding his rezoning application for Sugar Pointe Commercial Park in response to the Terrebonne Parish Council sending it back to the Planning Commission and requesting a preliminary site plan [See *ATTACHMENT B*]. He also read a letter from the Law Offices of McMahon & McCollam indicating their response with no intent to submit a site plan [See *ATTACHMENT C*].
 - a) Discussion was held with regard to what further action the Planning Commission needed to take and placing at the end of the agenda to discuss.
- E. NEW BUSINESS:
1. Home Occupation:
WITHDRAWN Establish a one-on-one dog and owner training business, 510 Woodside Drive [See *ATTACHMENT A*]
 2. Planned Building Group:
 - a) The Vice-Chairman stated the next item on the agenda under New Business was an application by GKin, LLC (c/o Geoffrey Kinnard) requesting to place 2 storage buildings for boats and RVs at 115 Munson Drive.
 - (1) Mr. Geoffrey Kinnard, applicant, discussed the planned building group request.
 - (2) Mr. Pulaski discussed the Staff Report and read correspondence received from an adjacent property owner, Easy Does It Club [see *ATTACHMENT D*]. He stated Staff recommended approval of the planned building group request conditioned upon the adherence to the conditions set forth by the Houma Board of Adjustment.

- (3) Discussion was held with regard to the applicant insulating the building and the current space already being utilized as a workshop.
- (4) Mr. Erny moved, seconded by Mr. Elfert: “THAT the HTRPC, convening as the Zoning & Land Use Commission, grant Planned Building Group approval for the placement of 2 storage buildings for boats and RVs at 115 Munson Drive conditioned the applicant adhere to the conditions set forth by the Houma Board of Adjustment.”
- (5) Discussion was held with regard to the location of the apartment and the opening of the workshop being away from the Easy Does It Club.

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

- b) The Vice-Chairman stated the next item on the agenda under New Business was an application by Baker Hughes (c/o Ellender Backhoe & Dozer Services) requesting to place one additional storage/warehouse building at 2522 Cummins Road.

- (1) Mr. Terral Martin, GSE Associates, Inc., representing the applicant, discussed the planned building group request.
- (2) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval conditioned the applicant adhered to the requirements set forth by the building permit approval process.
- (3) Mr. Kelley moved, seconded by Mr. Erny: “THAT the HTRPC, convening as the Zoning & Land Use Commission, grant Planned Building Group approval for the placement of one additional storage/warehouse building at 2522 Cummins Road conditioned the applicant adhere to the requirements set forth by the building permit approval process.”

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

The Vice-Chairman recognized Councilwoman Beryl Amedée and Councilwoman Christa Duplantis in the audience.

3. The Vice-Chairman stated the next item on the agenda under New Business was a Parking Plan application by Homewood Suites requesting to create 106 parking spaces for a hotel at 142 Citiplace Drive.
 - a) Mr. Gene Milford, Jr., representing the applicant, discussed the parking plan request.
 - b) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval of the parking plan request conditioned the applicant adheres to the requirements set forth by the building permit approval process and agrees not to allow construction access of any kind from or through the adjacent subdivisions.
 - c) The Vice-Chairman recognized Mr. Bill Ellzey, 312 Bellaire Drive, who thought fencing had been required around the pond for CitiPlace.
 - d) Discussion was held with regard to fencing and Ms. Schexnayder stated shed didn’t believe fencing was a requirement at the time CitiPlace was developed but it would be looked into.
 - e) Mr. Erny moved, seconded by Mr. Kelley: “THAT the HTRPC, convening as the Zoning & Land Use Commission, grant Parking Plan approval for the creation of 106 parking spaces for a hotel at 142 Citiplace Drive conditioned the applicant adheres to the requirements set forth by the building permit approval process and agrees not to allow construction access of any kind from or through the adjacent subdivisions.”

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

F. STAFF REPORT:

1. Mr. Pulaski stated that he gave everyone an updated cd version of the Update to the Comprehensive Master Plan before the meeting.

G. COMMISSION COMMENTS:

1. Planning Commissioners' Comments: None.
2. Vice-Chairman's Comments:
 - a) Mr. Elfert moved, seconded unanimously: "THAT the HTRPC add to the agenda the discussion and possible action with regard to the rezoning matter concerning Sugar Pointe Commercial Park along Valhi Boulevard that was touched on during the Communications portion earlier in the meeting."
 - b) There were no comments from the Public

The Vice-Chairman called for a vote on the motion offered by Mr. Elfert. THERE WAS RECORDED: YEAS: Mr. Elfert, Mr. Erny, Mrs. Foret, Mr. Kelley, Mr. Kurtz, and Mr. Schouest; NAYS: None; ABSTAINING: Mr. Ostheimer; ABSENT: Dr. Cloutier and Mr. Thibodeaux. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
 - c) Mr. Gordon stated that we have requested a site plan and received a response back without the requested site plan. He recommended forwarding back to the Terrebonne Parish Council because it appears that we have both done everything necessary and would not receive anything further.
 - d) Mr. Elfert moved, seconded by Mr. Erny: "THAT the HTRPC, convening as the Zoning & Land Use Commission, forward the information received from the Developer (North Hollywood Plantation, LLC) back to the Terrebonne Parish Council for final consideration with regards to the rezoning request for Sugar Pointe Commercial Park."
 - e) Discussion was held with regard to Ravensaide being paved to Valhi Boulevard.
 - f) Mr. Schouest offered an amended motion, seconded by Mr. Elfert: "THAT the HTRPC, convening as the Zoning & Land Use Commission, forward the information received from the Developer (North Hollywood Plantation, LLC) back to the Terrebonne Parish Council for final consideration with regards to the rezoning request for Sugar Pointe Commercial Park and note that Ravensaide Drive be paved to Valhi Boulevard to commercial grade."

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

H. PUBLIC COMMENTS: None.

- I. Mr. Kelley moved, seconded by Mr. Erny: "THAT there being no further business to come before the HTRPC, convening as the Zoning and Land Use Commission, the meeting be adjourned at 6:45 p.m."

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

Mr. Alex Ostheimer, Vice-Chairman
Zoning & Land Use Commission

Becky M. Becnel, Minute Clerk
Zoning & Land Use Commission

CERTIFICATION

**CERTIFIED TO BE A TRUE AND CORRECT COPY OF THE PROCEEDINGS OF THE
ZONING AND LAND USE COMMISSION MEETING OF JULY 18, 2013.**

**PATRICK GORDON, DIRECTOR
PLANNING & ZONING DEPARTMENT**

From: [Christopher Pulaski](#)
To: [Becky Becnel](#)
Cc: [Pat Gordon](#)
Subject: FW:
Date: Thursday, July 18, 2013 11:44:29 AM

Item E.1. – Home Occupation for Tina Williams, Dog Wrangler – applicant has requested that item be tabled until next month. Family emergency forced her to drive to Tennessee. cp

From: tina_williams97@yahoo.com [mailto:tina_williams97@yahoo.com]
Sent: Thursday, July 18, 2013 11:43 AM
To: Christopher Pulaski
Subject:

I am requesting that item E1 to be tabled Intel next month of August.

Thank You
Tina Williams
Sent from my HTC EVO 4G LTE exclusively from Sprint

L.A. "BUDD" CLOUTIER, JR., O.D.
Chairman

W. ALEX OSTHEIMER
Vice Chairman

GLORIA FORET
Secretary / Treasurer

RICHARD ELFERT

JAMES ERNY

JEREMY KELLEY

KEITH KURTZ

GERALD SCHOUEST

WAYNE THIBODEAUX



PATRICK GORDON
Director

CHRISTOPHER PULASKI
Senior Planner

BECKY BECNEL
Minute Clerk

Terrebonne Parish
Consolidated Government
Planning & Zoning Department
www.tpcg.org/planning

Post Office Box 1446
Houma, Louisiana 70361-1446
Phone (985) 873-6793
Fax (985) 580-8141

July 11, 2013

Mr. Rodney Burns
North Hollywood Plantation, L.L.C.
208 Venture Boulevard
Houma, Louisiana 70360

Re: Rezoning Application
Lots 1, 2, 3, Block 1, and Lot 1, Block 2
Sugar Pointe Commercial Park

Dear Mr. Burns:

Please be advised that at the Terrebonne Parish Council meeting of June 12, 2013, a request was made by the attached motion to refer your zoning application back to the Houma-Terrebonne Regional Planning Commission for additional information. A preliminary site plan would be acceptable illustrating the proposed footprint of structures and proposed buffer between the adjacent residential property.

Please submit the additional information as soon as possible and contact our office for any further information.

Sincerely,

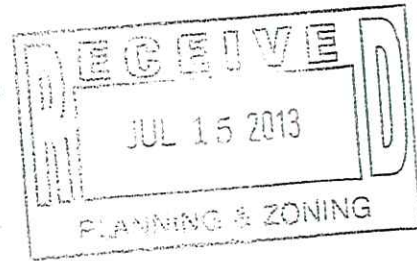
Patrick Gordon, Director
Department of Planning & Zoning

PG/bmb

Attachment

cc: Christopher Pulaski, Zoning Administrator

Law Offices
McMahon & McCollam
402 Canal Street
Post Office Box 1548
Houma, Louisiana 70361
Telephone: (985) 868-0104
Fax: (985) 868-0208



EDMUND McCOLLAM

PHILIP J. McMAHON-Retired

July 11, 2013

Mr. Patrick Gordon, Director
Department of Planning & Zoning
Terrebonne Parish Consolidated Government
P. O. Box 1446
Houma, Louisiana 70361

Re: Rezoning Application
Lots 1, 2, 3, Block 1 and Lot 1, Block 2
Sugar Pointe Commercial Park

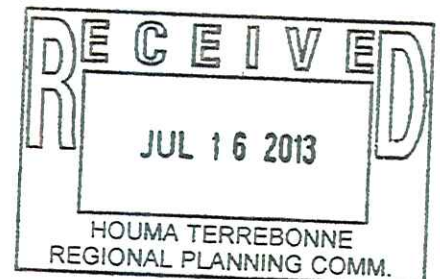
Dear Mr. Gordon:

North Hollywood Plantation, L.L.C., (North Hollywood), Manager, Mr. Rodney Burns, has referred your correspondence of July 11, 2013, regarding the above captioned, and requested that I reply on the company's behalf.

North Hollywood had filed its rezoning application in order to remove the land from an open land classification to an appropriate zoning, giving consideration to the surrounding areas. This application is being pursued by the company in order to place the land in a position to be offered on the open market to a willing buyer, and therefore has no intentions for itself to be an end user.


North Hollywood has no plans for a proposed footprint of structures and proposed buffers between adjacent residential property except to assure that any in conveyance of the property a specific provision would be incorporated binding the purchaser to comply with all requirements for the location of structures, buffer zones and fences as provided under the local ordinance for C-4 zoning classifications.

We believe that North Hollywood has been in good faith in its attempt to comply with the spirit of zoning in seeking this classification. We do wish to point out that the installation of the Valhi Extension, as a public thoroughfare has created a problem which necessitates a zoning other than residential, such that the property can be afforded reasonable accesses to Valhi Boulevard.



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July 11, 2013

Sincerely,
McMahon & McCollam

By: 
Edmund McCollam

EM/rp
cc: Christopher Pulaski

©DIA data not to be released
13-290

Easy Does It Club

To; Terrebonne Parish Zoning and Land Use Commission

Regarding; Application for Planned Building Group approval submitted by Geoffrey Kinnard.

Members of the Easy Does It Club board of directors were informed by an anonymous acquaintance of Mr. Kinnard that he intended to build and operate a workshop on the property adjacent to our clubhouse. On Monday, June 8th, Mr. Kinnard met with the board of directors and confirmed that he wanted to place a workshop and storage facility on the lot and that the workshop would be adjacent to our clubhouse and that he intended to use power tools in the workshop.

The Easy Does It Club is host to twenty seven Alcoholics Anonymous meetings and four Narcotics Anonymous meetings each week. The board of directors fears that noise from a workshop in such close proximity to our A.A. meeting room would interfere with the meetings.

Attached is a site plan showing the proposed structures in relation to our clubhouse and a meeting schedule.

We appreciate your consideration.

Respectfully, the E.D.I.C. Board of Directors;

Kenneth Verrett, Chairman Kenneth Verrett
Douglas Injuyan, Vice Chairman Douglas Injuyan
Katrina Robichaux, Secretary Katrina Robichaux
William Blackford, Treasurer William J. Blackford
Sherry Pitre, Board Member Sherry A. Pitre
Chris Pitre, Board Member Chris Pitre