

MINUTES
HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION
MEETING OF NOVEMBER 17, 2022

- A. The Chairman, Mr. Robbie Liner, called the meeting of November 17, 2022 of the HTRPC to order at 6:15 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Rev. Corion Gray and the Pledge of Allegiance led by Ms. Ellender.
- B. Upon Roll Call, present were: Mr. Burgard; Ms. Rachael Ellender, Secretary/Treasurer; Rev. Corion Gray; Mr. Robbie Liner, Chairman; Mr. Jan Rogers Vice-Chairman; Mr. Travion Smith; Mr. Barry Soudelier; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Mr. Kyle Faulk. Also present were Mr. Christopher Pulaski, Director, Department of Planning & Zoning; Ms. Joan Schexnayder, TPCG Engineering Division; and Mr. Derick Bercegeay, 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. *There were no conflicts to report.*
- D. **APPROVAL OF THE MINUTES:**
1. Ms. Ellender moved, seconded by Mr. Soudelier: “THAT the HTRPC accept the minutes as written, for the Regional Planning Commission for the regular meeting of October 20, 2022.”
- The Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Rogers, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Ms. Ellender moved, seconded by Rev. Gray: “THAT the HTRPC remit payment for the November 17, 2022 invoices, approve the Treasurer’s Report of October 2022, and approve the amendment to the 2022 Budget.”
- The Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Rogers, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **COMMUNICATIONS:**
1. Mr. Pulaski read an email from Keneth L. Rembert Land Surveyors dated November 16, 2022, requesting to table the application for Four Geaux Louisiana, LLC indefinitely [See *ATTACHMENT A*].
- a) Mr. Rogers moved, seconded by Ms. Ellender: “THAT the HTRPC table the application for Process D, Minor Subdivision, for Revised Parcel 3-A & Lot 55, A Redivision of Parcel 3-A belonging to Four Geaux Louisiana, LLC indefinitely as per the Developer’s request [See *ATTACHMENT A*].”
- The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Rogers, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- G. **OLD BUSINESS:**
- Mr. Rogers moved, seconded by Ms. Ellender: “THAT the Old Business be removed from the table and be considered at this time.”
- The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Rogers, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
1. *Tabled indefinitely as per the Developer’s request.* Revised Parcel 3-A and Lot 55, A Redivision of Parcel 3-A belonging to Four Geaux Louisiana, LLC [See *ATTACHMENT A*].
2. The Chairman called to order the application by Onshore Materials, L.L.C. requesting final approval for Process C, Major Subdivision, for Imperial Landing Subdivision, Phase B.

- a) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., stated they were requesting final approval conditioned upon completing the punch list.
- b) Ms. Joan Schexnayder, TPCG Parish Engineer, read a memo dated November 17, 2022 with regard to the punch list items for the development [See *ATTACHMENT B*].
- c) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval conditioned the applicant agrees to meet with all the comments on TPCG Engineering Division's punch list.
- d) Discussion was held with regard to the length of the punch list and Mr. Waitz indicating that most of the items were already taken care of.
- e) Mr. Rogers moved, seconded by Mr. Burgard: "THAT the HTRPC grant final approval for the application for Process C, Major Subdivision, for Imperial Landing Subdivision, Phase B conditioned upon the Developer complying/resolving all punch list items per TPCG Engineering Division's memo dated November 17, 2022 [See *ATTACHMENT B*]."

The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: Mr. Thibodeaux; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

H. APPLICATIONS / NEW BUSINESS:

- 1. The Chairman called to order the Public Hearing for an application by Arthur A. DeFraithe, Jr. requesting approval for Process D, Minor Subdivision, for the Redivision of Parcels B, D, F, F1, G, H, & I into Gulf South Square, Tract A & Lots 1-9 (Being a Portion of Lot 172, Honduras Plantation Subdivision).

- a) Mr. Terral Martin, Providence Engineering & Environmental Group, LLC, discussed the location and division of property.
- b) There was no one from the public to speak on the matter.
- c) Mr. Rogers moved, seconded by Mr. Soudelier: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: Mr. Thibodeaux; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend conditional approval conditions upon land use being depicted on the plat, municipal addresses being depicted on the plat, correct signature block for a minor subdivision being depicted on the plat, method of sewerage disposal being depicted on the plat, and submittal of all utility service availability letters.
- e) Mr. Rogers moved, seconded by Mr. Soudelier: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for the Redivision of Parcels B, D, F, F1, G, H, & I into Gulf South Square, Tract A & Lots 1-9 (Being a Portion of Lot 172, Honduras Plantation Subdivision) conditioned upon land use being depicted on the plat, municipal addresses being depicted on the plat, correct signature block for a minor subdivision being depicted on the plat, method of sewerage disposal being depicted on the plat, and submittal of all utility service availability letters."

The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: Mr. Thibodeaux; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 2. The Chairman called to order the application by Onshore Materials, L.L.C. requesting engineering approval for Process C, Major Subdivision, for Imperial Landing Subdivision, Phase C.

- a) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., stated they were requesting engineering approval conditioned upon completing the punch list.

- b) Ms. Joan Schexnayder, TPCG Parish Engineer, read a memo dated November 10, 2022 with regard to the punch list items for the development [See *ATTACHMENT C*].
- c) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval conditioned the applicant agrees to meet with all the comments on TPCG Engineering Division's punch list and the municipal addresses for all lots be depicted on the plat.
- d) Mr. Waitz indicated most of the items were already taken care of and requested an exception for Item 1.b regarding rear lot drainage.
- e) Mr. Rogers moved: "THAT the HTRPC grant engineering approval for the application for Process C, Major Subdivision, for Imperial Landing Subdivision, Phase C conditioned upon the Developer complying/resolving all punch list items per TPCG Engineering Division's memo dated November 10, 2022 [See *ATTACHMENT C*]." *Motion failed due to the lack of a second.*
- f) Discussion was held regarding the length of the punch list and coming to the Commission too premature. Discussion ensued regarding difference between variances and exceptions and the matter concerning rear lot drainage qualifies for an exception.
- g) Mr. Waitz discussed the lots being reconfigured specifically to make the pond accessible for recreational use and the pond being maintained by the Parish.
- h) Discussion was held regarding the punch list and there not being anything real significant on it and the application being for engineering not final.
- i) Mr. Burgard moved, seconded by Ms. Ellender: "THAT the HTRPC grant engineering approval for the application for Process C, Major Subdivision, for Imperial Landing Subdivision, Phase C, with an exception for Item 7.b regarding rear lot drainage, a determination for Item 1.e that the pond be considered a recreational amenity and conditioned upon the Developer complying/resolving all remaining punch list items per TPCG Engineering Division's memo dated November 10, 2022 [See *ATTACHMENT C*]."

The Chairman called for a vote on the motion offered by Mr. Burgard. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Rogers, & Mr. Soudelier; NAYS: Mr. Smith; ABSTAINING: Mr. Liner & Mr. Thibodeaux; ABSENT: Mr. Faulk. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 3. The Chairman called to order the application by Gadwall Properties, LLC requesting final approval for Process C, Major Subdivision, for Summerfield Place Subdivision, Addendum No. 18, Phase B.

- a) Mr. Gene Milford, Milford & Associates, Inc., stated they were requesting final approval conditioned upon completing the punch list.
- b) Ms. Joan Schexnayder, TPCG Parish Engineer, read a memo dated November 17, 2022 with regard to the punch list items for the development [See *ATTACHMENT D*].
- c) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval conditioned the applicant agrees to meet with all the comments on TPCG Engineering Division's punch list.
- d) Mr. Rogers moved, seconded by Mr. Soudelier: "THAT the HTRPC grant final approval for the application for Process C, Major Subdivision, for Summerfield Place Subdivision, Addendum No. 18, Phase B conditioned upon the Developer complying/resolving all punch list items per TPCG Engineering Division's memo dated November 17, 2022 [See *ATTACHMENT D*]."

The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: Mr. Thibodeaux; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

I. STAFF REPORT:

- 1. Discussion was held with regard to encouraging Commissioners take the required trainings. Discussion ensued regarding the recovery planning meetings and whether they were well understood of their purpose by the community.

J. ADMINISTRATIVE APPROVAL(S):

Mr. Thibodeaux moved, seconded by Mr. Rogers: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-9."

1. Tracts "A" & "B," belonging to KAK Enterprise, LLC; Section 104, T17S-R17E, Terrebonne Parish, LA (*105 Lamar Drive / Councilman Danny Babin, District 7*)
2. Survey of "N," "O," "P," "Q," and Revised Lot "A," Redivision of Property belonging to Carroll P. Naquin, et ux; Section 12, T17S-R18E and Section 2, T18S-R18E, Terrebonne Parish, LA (*Rural Drive & Country Drive / Councilman Steve Trosclair, District 9*)
3. Survey of Tracts "K," "L," "M," Revised Lot "A," and Revised Lot "C," Redivision of Property belonging to Carroll P. Naquin, et ux; Section 12, T17S-R18E and Section 2, T18S-R18E, Terrebonne Parish, LA (*Rural Drive & Country Drive / Councilman Steve Trosclair, District 9*)
4. Revision of Property Lines for Parcel D, Parcel 32R and Parcel E-2 belonging to Leonard C. Chabert and Patty Chabert, L.L.C.; Section 18, 19, & 32, T18S-R18E and Section 48, T18S-R19E, Terrebonne Parish, LA (*200 Leonard J Court / Councilman Dirk Guidry, District 8*)
5. Survey and Re-Division of Lots 1 through 5, Block 3 of Acadian Villa Subdivision, Addendum No. 2, Phase C into Lot 1A; Sections 77 & 80, T15S-R16E, Terrebonne Parish, LA (*303, 309, 315, 321, & 327 Gabreten Lane / Councilman John Amedée, District 4*)
6. Lots 1 & 2, A Redivision of Property belonging to Hodges Rentals, LLC, et al; Section 4, T17S-R17E, Terrebonne Parish, LA (*6408 & 6418 West Park Ave. / Councilwoman Jessica Domangue, District 5*)
7. Revised Lots 4 & 5, A Redivision of Lot 4 & Revised Lot 5, Block 2, Add. No. 1 to Henry's Subdivision; Sections 56 & 57, T16S-R17E, Terrebonne Parish, LA (*132 & 134 Sharlene Street / Councilman John Amedée, District 4*)
8. Revised Tracts "A" and "B" and Revised Tracts 1 and 3 being a Redivision of Property belonging to Samuel J. Rogers, Sr., et al; Section 85, T16S-R17E, Terrebonne Parish, LA (*Lazy R Court / Councilman John Amedée, District 4*)
9. Revised Tract 5 and Revised Tract 6, A Redivision of Property belonging to Lee Anthony Iver and Corey John Bourgeois; Section 58, T16S-R15E, Terrebonne Parish, LA (*2107 Bull Run Road / Councilman Carl Harding, District 2*)

The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: Mr. Thibodeaux; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

K. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee: None.

L. COMMISSION COMMENTS:

1. Planning Commissioners' Comments: None.
2. Chairman's Comments:
 - a) The Chairman expressed concerns of lengthy punch lists coming before the Commission and putting them in a bad situation.

M. PUBLIC COMMENTS: None.

N. Mr. Soudelier moved, seconded Mr. Smith: "THAT there being no further business to come before the HTRPC, the meeting be adjourned at 6:56 p.m."

The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: Mr. Thibodeaux; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk. THE CHAIRMAN DECLARED THE MOTION ADOPTED.



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

From: Keneth L. Rembert Land Surveyors <klrsurveyors@aol.com>
Sent: Wednesday, November 16, 2022 12:57 PM
To: Becky Becnel
Subject: Four Geaux Project

External Sender

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Keneth L. Rembert

LAND SURVEYORS

since 1973

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

aprembert@aol.com

11/16/22

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

Att: Mr. Chris Pulaski:

Re: OLD BUSINESS ITEM 1, Revised parcel 3-a & Lot 55,
Property of Four Geaux Louisiana, L.L.C.

Dear Chris:

Please let this letter serve as a request to allow the above item to remain on the table indefinitely. The Board of Health issue has still not been resolved.

Thank You,

Sincerely,

Keneth L. Rembert



TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

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November 17, 2022
Item No. G-2

TO: **Christopher M. Pulaski**

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

SUBJECT: **Imperial Landing 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. Lots are not flagged.
2. Street lights are not installed.
3. Signage has not been installed.
4. Benchmarks need to be stamped.
5. Drainage plan is incomplete.
6. A 10' temporary turnaround should be placed on Block 4 Lot 2 for the construction of the permanent turnaround at the end of Louisiana Drive.
7. Final Approval from waterworks is required.
8. Sections of curbing is missing.
9. Expansion joints are not sealed.
10. Multiple cracked panels, most near catchbasins.
11. There is a section holding water on Sample Drive.
12. There is a sinking panel near catchbasin on Sample Drive.
13. Grind rebar off the top of catchbasins.
14. Dig existing lateral ditches on the side & rear of Louisiana Avenue.
15. Clean mud from catch basins and culverts.
16. Grout voids around pipes in catchbasins.
17. Sta.0+74.87 CB-01 #26 Lt. could not be inspected, could not remove grating because the curbing is extended over the grating.

Please feel free to contact me at 873-6720 if you have any questions or comments.

cc: Jacob A. Waitz, P.E., L.S.I (email)
Utilities (email)
Planning Commission (email)
Engineering Division
Reading File (electronic)
Council Reading File (electronic)



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November 10, 2022
1st Review

TO: **Christopher M. Pulaski**

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

SUBJECT: **Imperial Landing Phase C
Review of Engineering Approval**

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

1. 24.7.6.2.6 Does not conform to the SDDM:
 - a. V.A.2. Unable to determine what is happening to the ditch adjacent to the southern part of the property.
 - b. V.A.6. All lots are not graded to drain to the street or to major drainage artery. The HTRPC can allow a portion to drain to the rear if drainage to the rear already exists or is to be dedicated; however, the percentage may not exceed 60% of the total depth of lots up to 225' deep. This subdivision qualifies for this exception.
 - c. VI.A.4 Maximum stage elevation needs to be shown on the pond cross-section.
 - d. The ditch on the north part of the development needs to be graded to drain.
 - e. VI.A.24. Ponds maintained by parish greater than 4' in depth have fence and locked gate (12' min.) unless considered a recreational amenity and approved by the planning commission.
 - f. VIII.A.2. Not enough servitude is provided along the ditch on the north of the development. A 20 foot servitude is required from the top bank of the ditch.
2. 24.5.4.6.7 Approval letters should be provided from the following utilities:
 - a. Waterworks
 - b. Gas Utility
 - c. Electric Utility
 - d. Department of Health and Hospitals for water and sewer
 - e. City of Thibodaux for Sewer
3. 24.7.5.2 Approval from TPCG Utilities for street lights should be provided.

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

JES/bbd

cc: Jacob A. Waitz, P.E., L.S.I (email)
Utilities (email)
Planning Commission (email)
Engineering Division
Reading File (electronic)
Council Reading File (electronic)



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November 17, 2022
Item No. H-3

TO: **Christopher M. Pulaski**

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

SUBJECT: **Summerfield Add. 18 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. Crack curbing needs to be replaced.
2. Gravity mains and manhole inverts need to be cleared of mud and gravel.

Please feel free to contact me at 873-6720 if you have any questions or comments.

cc: F.E. Milford, III, P.E. (email)
Utilities (email)
Planning Commission (email)
Engineering Division
Reading File (electronic)
Council Reading File (electronic)