

MINUTES

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)

MEETING OF NOVEMBER 19, 2020

- A. The Chairman, Mr. Kyle Faulk, called the meeting of November 19, 2020 of the HTRPC to order at 6:03 p.m. at the Houma-Terrebonne Civic Center with the Invocation led by Mr. Thibodeaux and the Pledge of Allegiance led by him.
- B. Upon Roll Call, present was: Ms. Rachael Ellender; Mr. Kyle Faulk, Chairman, Mr. Keith Kurtz; Mr. Robbie Liner; Mr. Barry Soudelier; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Dr. L.A. "Budd" Cloutier, Jr. and Mr. Phillip Livas. Also present was Mr. Christopher Pulaski, Director, Department of Planning & Zoning; Mr. Christian St. Martin, Legal Advisor; and Joan Schexnayder, TPCG Engineering Division.
- 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 him or herself from participating in the debate, discussion, and voting on that matter. *There were no conflicts to report.*
- D. ACCEPTANCE OF MINUTES:
- Ms. Ellender moved, seconded by Mr. Thibodeaux: "THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of October 15, 2020."
- The Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Ms. Ellender moved, seconded by Mr. Soudelier: "THAT the HTRPC emit payment for the November 19, 2020 invoices and approve the Treasurer's Report of October 2020."
- The Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. ELECTION OF OFFICERS:
- Ms. Ellender moved, seconded by Mr. Thibodeaux: "THAT Mr. Robbie Liner be nominated for the position of Vice-Chairman."
- The Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- Mr. Soudelier moved, seconded by Mr. Thibodeaux: "THAT the nominations for Vice-Chairman be closed."
- The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- Ms. Ellender moved, seconded by Mr. Thibodeaux: "THAT Mr. Robbie Liner be elected as Vice-Chair of the Houma-Terrebonne Regional Planning Commission."
- The Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- G. COMMUNICATIONS: None.
- H. NEW BUSINESS:
- The Chairman called to order the request by Evangeline Business Park, L.L.C. to reconsider the Final Approval for Evangeline Estates, Phase B to accept a bond for the installation of the electrical/lighting in the subdivision.
 - Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., stated the installation of power was the only item left to complete in Evangeline Estates,

Phase B but the recent hurricanes were delaying the installation and take priority over newly developed subdivisions.

- b) Mr. Pulaski stated it was the only punch list item left and he recommended approval.
- c) Mr. Thibodeaux moved, seconded by Ms. Ellender: "THAT the HTRPC grant approval of the acceptance of a bond in the amount of \$15,000 for the remaining punch list item for lights to be energized in Evangeline Estates Subdivision, Phase B."

The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

I. APPLICATIONS:

1. The Chairman called to order the Public Hearing for an application by Gadwall Properties, L.L.C. requesting approval for Process D, Minor Subdivision, for Lot Extensions for Summerfield Place Subdivision, Addendum Nos. 10, 12, & 16, Property belonging to Gadwall Properties, L.L.C.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He stated nothing would be built on the lots but only be an extension of the property owned by the residents should they want to purchase.
- b) Discussion was held regarding there being a drainage servitude/open ditch in the rear and should the adjacent property owners not purchase the property, it would be absorbed back into the rest of the land in the rear owned by the Developer.
- c) The Chairman recognized Mike Labbe, 701 Wellington Drive, who questioned whether these lot extensions were approved already and the cost of the property.
- d) Mr. Thibodeaux moved, seconded by Ms. Ellender: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- e) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval along with approval of the variance request.
- f) Discussion was held regarding fences being built over the drainage servitude without permits that would ultimately be a matter of a violation and handled by the Planning & Zoning Department, Public Works, and Legal.
- g) Mr. Kurtz moved, seconded by Ms. Ellender: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Lot Extensions for Summerfield Place Subdivision, Addendum Nos. 10, 12, & 16, Property belonging to Gadwall Properties, L.L.C. with a variance from the minimum lot size requirement of 6,000 sq. ft."

The Chairman called for a vote on the motion offered by Mr. Kurtz. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

2. The Chairman called to order the Public Hearing for an application by Irvin & Pamela Carlos requesting approval for Process D, Minor Subdivision, for Tract 1 and Tracts 1-A thru 1-E, A Redivision of Property belonging to Irvin P. Carlos, et ux.

- a) Mrs. Beth Arceneaux, Keneth L. Rembert Land Surveyors, discussed the location and division of property.
- b) There was no one from the public to speak on the matter.
- c) Mr. Thibodeaux moved, seconded by Mr. Liner: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr.

Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated a revised plat with addresses and the fire hydrant was submitted and Staff would recommend approval.
- e) Mr. Liner moved, seconded by Ms. Ellender: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tract 1 and Tracts 1-A thru 1-E, A Redivision of Property belonging to Irvin P. Carlos, et ux."

The Chairman called for a vote on the motion offered by Mr. Liner. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 3. The Chairman called to order the Public Hearing for an application by Patricia A. LeBeouf requesting approval for Process D, Minor Subdivision, for the Survey of Tracts "A", "B", "C", & "D", A Redivision of Property belonging to Patricia A. LeBeouf, et al.

- a) Mrs. Beth Arceneaux, Keneth L. Rembert Land Surveyors, discussed the location and division of property. She indicated that Mr. Joe Sonnier has been hired to install the required fire hydrant and requested the public hearing be held then tabled afterwards.
- b) There was no one from the public to speak on the matter.
- c) Ms. Ellender moved, seconded by Mr. Soudelier: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff would agree with tabling the matter to allow time for the installation of the fire hydrant.
- e) Ms. Ellender moved, seconded by Mr. Thibodeaux: "THAT the HTRPC table the application for Process D, Minor Subdivision, for the Survey of Tracts "A", "B", "C", & "D", A Redivision of Property belonging to Patricia A. LeBeouf, et al until the next regular meeting of December 17, 2020 as per the Developer's request."

The Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- 4. The Chairman called to order the Public Hearing for an application by Claridell Ramagos requesting approval for Process D, Minor Subdivision, for the Division of Property belonging to Claridell Ramagos (Tracts A & B).

- a) Ms. Alisa Champagne, Charles L. McDonald Land Surveyor, Inc., discussed the location and division of property. She indicated the drainage plans haven't been approved yet and requested the public hearing be held then tabled afterwards.
- b) There was no one from the public to speak on the matter.
- c) Mr. Thibodeaux moved, seconded by Mr. Liner: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff would agree with tabling the matter to allow time for the applicant to submit drainage plans and address the Department of Health's concerns.
- e) Mr. Thibodeaux moved, seconded by Mr. Liner: "THAT the HTRPC table the application for Process D, Minor Subdivision, for the Division of Property belonging to Claridell Ramagos (Tracts A & B) until the next regular meeting of December 17, 2020 as per the Developer's request."

The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

5. The Chairman called to order the Public Hearing for an application by Gadwall Properties, L.L.C. requesting conceptual & preliminary approval for Process C, Major Subdivision, for Summerfield Place Subdivision, Addendum No. 18, Phases A & B.

- a) Mr. Gene Milford, Milford & Associates, Inc., discussed the location and division of property. He indicated this addendum will finally connect Lancaster and requested a variance from the required block length.
- b) The Chairman recognized Dr. Eric Jukes, 344 Caroline Elizabeth, who expressed concerns of small children playing in the cul-de-sac and this addendum causing increased thru traffic on Lancaster. He stated he was speaking on behalf of the other residents in the cul-de-sac and objected to the subdivision.
- c) Mr. Thibodeaux moved, seconded by Mr. Liner: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff would conditional approval provided upon the submittal of all utility service letters and approval of the variance for the block length.
- e) Mr. Soudelier moved, seconded by Mr. Kurtz: "THAT the HTRPC grant approval of the conceptual and preliminary application for Process C, Major Subdivision, for Summerfield Place Subdivision, Addendum No. 18, Phases A & B with a variance granted from the maximum required 600' length for a cross street in the urban services district and urban planning area and conditioned upon the submittal of all utility service letters."
- f) Discussion was held regarding homeowners not expecting more traffic in a neighborhood when they purchase their homes.
- g) Mr. Pulaski discussed the Parish's new speed hump program that is intended to slow traffic in neighborhoods and encouraged the residents to sign up for the program that is funded by the Parish.

The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

6. The Chairman called to order the application by Evangeline Business Park, L.L.C. requesting engineering approval for Process C, Major Subdivision, for Parc Evangeline Subdivision.

- a) Ms. Joan Schexnayder, on behalf of the TPCG Engineering Division, read the memo regarding the punch list items dated November 19, 2020 [See *ATTACHMENT A*].
- b) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., requested a variance from punch list item 1.b. regarding rear lot drainage and stated they would comply/resolve all remaining punch list items.
- c) Discussion was held regarding the variance request and Engineering's allowance of the variance.
- d) Ms. Ellender moved, seconded by Mr. Kurtz: "THAT the HTRPC grant approval of the engineering application for Process C, Major Subdivision, for Parc Evangeline Subdivision with a variance granted for item 1.b to allow for rear lot drainage and conditioned upon the Developer comply/resolve all remaining punch list items per TPCG Engineering's memo dated November 19, 2020 [See *ATTACHMENT A*]."

The Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, and Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Faulk and Mr. Thibodeaux; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

J. STAFF REPORT:

1. Mr. Pulaski stated the iPads and cases were in and could be picked up at the end of the meeting. He told the Commissioners to set up their own iPads with their personal information and to contact Mr. Brian Rodrigue with Information Technologies if they needed help setting up.

K. ADMINISTRATIVE APPROVALS:

Mr. Soudelier moved, seconded by Mr. Thibodeaux: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-11."

1. Revised Tracts "L" & "M", A Redivision of Tracts "L" & "M", Property of Wayne A. Ledet Real Estate, LLC, Section 6, T16S-R17E, Terrebonne Parish, LA
2. Survey of Tracts "A" & "B", A Redivision of Property belongin to Margaret M. Harris, et al, Section 6, T17S-R17E, Terrebonne Parish, LA
3. Property Line Shift, Lots 28 and 29, Block 1 of High Ridge Subdivision, Bryan F. Chaisson, Sr., Section 18, T18S-R17E, Terrebonne Parish, LA
4. Property Line Shift between Lot B-1 and Tract A-B-C-D-A of Property belonging to Harvey & Sylvia Sanders, Section 18, T18S-R17E, Terrebonne Parish, LA
5. Survey of Lot 6 & Lot 7, Property of F.J. Matherne (formerly) and Revised Lot 8-A, Property of Jacqueline F. Brewster, et ux into Rev. Lot 6 & Rev. Lot 7, Property of F.J. Matherne (formerly) and Rev. 2, Lot 8-A, Property of Jacqueline F. Brewster, et ux,
6. Tracts "A" & "B", A Redivision of Property belonging to Leon Cox, et al and Charlene H. Lottinger, et al, Section 23, T17S-R16E, Terrebonne Parish, LA
7. Revised Tracts "A3-1A" & "A3-1B", A Redivision of Revised Tracts "A3-1A" & "A3-1B", Property belonging to Chantell Lovell, et al, Section 31, T18S-R17E, Terrebonne Parish, LA
8. Survey of a 1 acre tract of land to extend the cemetery belonging to St. Joseph Roman Catholic Church, Section 22, T18S-R18E, Terrebonne Parish, LA
9. Lots 14-A & 15-A, Block 1 of Brunet Subdivision, Section 83, T15S-R16E, Terrebonne Parish, LA
10. Tracts 4-A & 5-A. A Redivision of Tracts 4 & 5, Property belonging to William L. Borskey, et al, Section 7, T19S-R19E, Terrebonne Parish, LA
11. Lot Line Shift between Lots 29 thru 39, Block 7 of Addendm No. 3 to Roberta Grove Subdivision, Sections 2 & 21, T17S-R18E and Sections 9, 10, & 105, T17S-R17E, Terrebonne Parish, LA

The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

L. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee: None.

M. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:
 - a) Mr. Kurtz stated this was his last meeting and that he enjoyed all the years he served on the Commission and thankful for the friends he met along the way.
2. Chairman's Comments:
 - a) The Chairman thanked Mr. Kurtz for the 14 years he served on the Commission and that he would be missed.

N. PUBLIC COMMENTS: None.

- O. Mr. Liner 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 6:49 p.m.”

The Chairman called for a vote on the motion offered by Mr. Liner. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Dr. Cloutier and Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

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



TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

P.O. BOX 2768 • HOUMA, LOUISIANA 70361
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November 19, 2020
2nd Review
Item No. I-6

TO: Christopher M. Pulaski
FROM: Joan E. Schexnayder, P.E. *JES*
SUBJECT: Parc Evangeline Subdivision
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.3 Plan/profiles show an odd cut in the boulevard rather than a smooth transition in the curb.
 - 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 is to be dedicated provided that it does not exceed 60% of the total depth of lots up to 225 feet. These lots qualify for the exception. The developer's engineer has requested this exception.
2. 24.7.6.1.8 Block 3 Lot 3 & 42 are not within 250 feet of a fire hydrant.
3. 24.5.4.6.7 Approval letters should be provided from the following utilities:
 - a. TPCG Pollution Control

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
Ernest Brown
Planning Commission
Engineering Division
Reading File
Council Reading File