FEBRUARY 25, 2021, THURSDAY
6:00 P.M.

MUNICIPAL AUDITORIUM
880 Verret Street, Houma, Louisiana
(Temperature Screening and Face Masks Required)

A • G • E • N • D • A

I. CONVENE AS THE ZONING & LAND USE COMMISSION

A. INVOCATION & PLEDGE OF ALLEGIANCE

B. ROLL CALL

C. CONFLICTS DISCLOSURE

D. APPROVAL OF MINUTES
   1. Approval of Minutes of Zoning & Land Use Commission for the Regular Meeting of January 21, 2021

E. COMMUNICATIONS

F. NEW BUSINESS:
   1. Home Occupation:
      Establish a nail shop; 206 Glenwood Drive, Lot 10, Block 5, Sherwood Park; Sierra S. Mebane, applicant
      (Council District 8 / City of Houma Fire)

G. STAFF REPORT

H. COMMISSION COMMENTS:
   1. Zoning & Land Use Commissioners’ Comments
   2. Chairman Comments

I. PUBLIC COMMENTS

J. ADJOURN

II. CONVENE AS THE REGIONAL PLANNING COMMISSION

A. INVOCATION & PLEDGE OF ALLEGIANCE

B. ROLL CALL

C. CONFLICTS DISCLOSURE

D. ACCEPTANCE OF MINUTES:
   1. Houma-Terrebonne Regional Planning Commission Minutes for the Regular Meeting of January 21, 2021

E. APPROVE REMITTANCE OF PAYMENT FOR THE FEBRUARY 25, 2021 INVOICES AND THE TREASURER’S REPORT OF JANUARY 2021
   1. Discussion and possible action regarding the acceptance of the Louisiana Compliance Questionnaire for the 2020 Audit

F. COMMUNICATIONS
G. OLD BUSINESS:

1. a) Subdivision: Property being carved from Tract II to create Tract III belonging to Gail Thibodaux, now or formerly being a portion of Lot 40 of the Waubun, St. George, & Isle of Cuba Plantation Subdivision
   Approval Requested: Process D, Minor Subdivision
   Location: Lot on the southside of 622 Main Project Rd., Schriever, Terrebonne Parish, LA
   Government Districts: Council District 4 / Schriever Fire District
   Developer: Gail Thibodaux
   b) Public Hearing
   c) Consider Approval of Said Application

2. a) Subdivision: Redivision of Parcels B, D, F, F1, G, H, and I into Tract A and Lots 1 through 10 of Gulf South Square being a Portion of Lot 172, Honduras Plantation Subdivision
   Approval Requested: Process D, Minor Subdivision
   Location: 991 Grand Caillou Road, Terrebonne Parish, LA
   Government Districts: Council District 1 / City of Houma Fire District
   Developer: Arthur A. DeFraites, Jr. & John M. DeFraites
   Surveyor: Providence Engineering & Environmental Group, LLC
   b) Public Hearing
   c) Consider Approval of Said Application

   Approval Requested: Process D, Minor Subdivision
   Location: 6308 Tave Street, Chauvin, Terrebonne Parish, LA
   Government Districts: Council District 8 / Little Caillou Fire District
   Developer: A. St. Martin Co., Ltd., % Claudia D. Braud
   Surveyor: Keneth L. Rembert Land Surveyors
   b) Public Hearing
   c) Variance Request: Variance from the minimum lot size requirement for Tracts 15-A1, 15-B1, & 15-C1 (docking & mooring only)
   d) Consider Approval of Said Application

4. a) Subdivision: Parc Evangeline Subdivision, Phase A
   Approval Requested: Process C, Major Subdivision, Final
   Location: Rue des Affaires, Terrebonne Parish, LA
   Government Districts: Council District 3 / Bayou Cane Fire District
   Developer: Evangeline Business Park, L.L.C.
   Engineer: David A. Waitz Engineering & Surveying, LLC
   b) Consider Approval of Said Application

H. APPLICATIONS:

1. a) Subdivision: Tracts 3-A and 3-B, A Redivision of Tract 3 belonging to Millicent B. Bourgeois, et al
   Approval Requested: Process D, Minor Subdivision
   Location: 5778 Bayou Black Drive, Terrebonne Parish, LA
   Government Districts: Council District 2 / Gibson Fire District
   Developer: Paris Broussard
   Surveyor: Keneth L. Rembert Land Surveyors
   b) Public Hearing
   c) Consider Approval of Said Application

   Approval Requested: Process D, Minor Subdivision
   Location: 518 Bayou Dularge Road, Terrebonne Parish, LA
   Government Districts: Council District 7 / Bayou Dularge Fire District
   Developer: Poule D’eau Properties, LLC
   Surveyor: Keneth L. Rembert Land Surveyors
   b) Public Hearing
   c) Consider Approval of Said Application
3. a) Subdivision: Division of Property belonging to the Estate of Antoine H. Bourg, or Assigns
   Approval Requested: Process D, Minor Subdivision
   Location: 6784 & 6785 Grand Caillou Road, Terrebonne Parish, LA
   Government Districts: Council District 7 / Grand Caillou Fire District
   Developer: Blaine & Wanda Bourg
   Surveyor: Charles L. McDonald Land Surveyor, Inc.

b) Public Hearing
c) Consider Approval of Said Application

4. a) Subdivision: Summerfield Place Subdivision, Addendum No. 18, Phase B
   Approval Requested: Process C, Major Subdivision-Engineering
   Location: Lancaster Drive, Terrebonne Parish, LA
   Government Districts: Council District 6 / City of Houma Fire District
   Developer: Gadwall Properties, LLC

b) Consider Approval of Said Application

I. STAFF REPORT
   1. Discussion and possible action with regard to the ratification of the 2020 HTRPC Annual Report
   2. Discussion and possible action regarding the American Planning Association’s National Planning Conference, NPC21, to be held online May 5-7, 2021

J. ADMINISTRATIVE APPROVAL(S):
   1. Lot Line Shift between Lots 7A and 8A of Phase 2 to Shady Forest Subdivision, Section 5, T16S-R17E, Terrebonne Parish, LA
   2. Lot Line Shift between Property belonging to Lester P. Boudreaux, Sr. and Lester Paul Boudreaux, Jr., (Tracts B-C-D-E-B & A-B-C-E-F-A) Section 78, T15S-R16E, Terrebonne Parish, LA
   3. Lot Line Shift between Property belonging to Glenn R. Walther and John Theriot, et ux, or assigns (Tract G-H-E-F-G), Sections 56, 57, & 11, T16S-R16E, Terrebonne Parish, LA
   4. Lot Line Shift between Lots 8, 9, 10, & 11, Block 1 of Addendum No. 5 to Patrick L. LeBlanc Subdivision, Section 72, T16S-R17E, Terrebonne Parish, LA
   5. Revised Tracts "A" & "B", A Redivision of Property belonging to David P. Barrilleaux, et ux, Sections 54, 55, 56, & 57, T16S-R14E, Terrebonne Parish, LA
   6. Revised Lots A and B, A Redivision of Revised Lots A and B, belonging to Rodney G.Huffaker, et ux, Section 72, T17S-R16E, Terrebonne Parish, LA
   7. Revised Lots 4 and 5, Block 1, of Cenac Subdivision belonging to Coastal Outdoor Properties, Section 6, T17S-R17E, Terrebonne Parish, LA
   8. Revised Parcels 8 & 10, A Redivision of Parcels 8 & 10 belonging to Four Point Holdings, Inc., Section 22, T20S-R17E, Terrebonne Parish, LA
   9. Lot Line Shift between Property belonging to Randy Mathern and Lot 3, Block 4 of Revision No. 3 to Oakwood Terrace Subdivision, Section 95, T17S-R17E, Terrebonne Parish, LA

K. COMMITTEE REPORT:
   1. Subdivision Regulations Review Committee

L. COMMISSION COMMENTS:
   1. Planning Commissioners’ Comments
   2. Chairman’s Comments

M. PUBLIC COMMENTS

N. ADJOURN
CONFLICTS DISCLOSURE

I remind 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. Does any Member have anything to so disclose at this time?
MINUTES
HOUMA-Terrebonne Regional Planning Commission (HTRPC)
MEETING OF JANUARY 21, 2021

A. The Vice-Chairman, Mr. Robbie Liner, called the meeting of January 21, 2021 of the HTRPC to order at 6:08 p.m. at the Houma-Terrebonne Civic Center with the Invocation and the Pledge of Allegiance led by Dr. Cloutier. The Chairman, Mr. Kyle Faulk, was out due to a work commitment.

B. Upon Roll Call, present was: Mr. Ross Burgard; Dr. L.A. “Budd” Cloutier, Jr.; Ms. Rachael Ellender, Secretary/Treasurer; Mr. Robbie Liner, Vice-Chairman; Mr. Jan Rogers; and Mr. Barry Soudelier. Absent at the time of Roll Call was: Mr. Kyle Faulk, Chairman; Mr. Phillip Livas & Mr. Wayne Thibodeaux. Also present was Mr. Christopher Pulaski, Director, Department of Planning & Zoning; Mr. Christian St. Martin, outgoing Legal Advisor; Mr. Derick Beregeaye, incoming Legal Advisor; and Joan Schexnayder, TPCG Engineering Division.

C. CONFLICTS DISCLOSURE: The Vice-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:
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 December 17, 2021.”

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

E. Ms. Ellender moved, seconded by Dr. Cloutier: “THAT the HTRPC remit payment for the January 21, 2021 invoices and approve the Treasurer’s Report of December 2020.”

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

F. COMMUNICATIONS:
1. Mr. Pulaski read a letter from Leonard Chauvin P.E., P.L.S., Inc., dated January 21, 2021, requesting to table Item G.1 regarding Tract III belonging to Gail Thibodaux until the next regular meeting of February 18 [25], 2021 [See ATTACHMENT A].

a) Dr. Cloutier moved, seconded by Mr. Rogers: “THAT the HTRPC table the application by Gail Thibodaux for Property being carved from Tract II to create Tract III belonging to Gail Thibodaux, now or formerly being a portion of Lot 40 of the Waubun, St. George, & Isle of Cuba Plantation Subdivision until the next regular meeting of February 18 [25], 2021 as per the Developer’s request [See ATTACHMENT A].”

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

2. Mr. Pulaski read an email from Providence Engineering & Environmental Group, LLC, dated January 21, 2021, requesting to table Item H.1 regarding Tract A and Lots 1-10 of Gulf South Square, Honduras Plantation Subdivision [See ATTACHMENT B].

a) Dr. Cloutier moved, seconded by Mr. Rogers: “THAT the HTRPC table the application by Arthur A. DeFraites, Jr. & John M. DeFraites for the Redivision of Parcels B, D, F, F1, G, H, and I into Tract A and Lots 1-10 of Gulf South Square being a portion of Lot 172, Honduras Plantation Subdivision until the next regular meeting of February 18 [25], 2021 as per the Developer’s request [See ATTACHMENT B].”

The Vice-Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mr. Burgard, Dr. Cloutier, Ms. Ellender, Mr. Rogers, and Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk, Mr. Livas and Mr. Thibodeaux. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
3. Mr. Pulaski read a letter from Keneth L. Rembert Land Surveyors, dated January 20, 2021, requesting to table Item H.5 regarding the Redivision of Tract 15, Boudreaux Canal Subdivision, Addendum No. 1 [See ATTACHMENT C].

   a) Dr. Cloutier moved, seconded by Mr. Rogers: “THAT the HTRPC table the application by A. St. Martin Co., Ltd. c/o Claudia D. Braud for Tracts 15-A, 15-B, 15-C, 15-D, 15-E, 15-F, 15-G, 15-A1, 15-B1 & 15-C1, Boudreaux Canal Subdivision, Addendum No. 1, Property of A. St. Martin Co., Ltd. until the next regular meeting of February 18 [25], 2021 as per the Developer’s request [See ATTACHMENT C].”

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


   a) Dr. Cloutier moved, seconded by Ms. Ellender: “THAT the HTRPC table the final application by Evangeline Business Park, LLC for Parc Evangeline Subdivision, Phase A until the next regular meeting of February 18 [25], 2021 as per the Developer’s request [See ATTACHMENT D].”

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

G. OLD BUSINESS:

1. Tabled until the February 18 [25], 2021 meeting. Property being carved from Tract II to create Tract III belonging to Gail Tibhodaux, now or formerly being a portion of Lot 40 of the Waubun, St. George, & Isle of Cuba Plantation Subdivision. [See ATTACHMENT A]

H. APPLICATIONS:

1. Tabled until the February 18 [25], 2021 meeting. Redivision of Parcels B, D, F, F1, G, H, and I into Tract A and Lots 1-10 of Gulf South Square being a portion of Lot 172, Honduras Plantation Subdivision. [See ATTACHMENT B]

2. The Vice-Chairman called to order the Public Hearing for an application by Janis Spell requesting approval for Process D, Minor Subdivision, for Parcels 9-A1, 9-A2, 9-B, 9-C, 9-D1, and 9-D2 belonging to Four Point Holdings, Inc.

   a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location, division of property, and stated the family was separating parcels amongst the siblings. He indicated the Department of Health has issues that will be rectified and was requested by DHH to provide a boat to get them to the island to inspect.

   b) There was no one from the public to speak on the matter.

   c) Dr. Cloutier moved, seconded by Ms. Ellender: “THAT the Public Hearing be closed.”

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

   d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of an approval letter from the Department of Health, combining Parcels 9-D2 and 9-C as indicated, and confirmation of the subject property addresses by Parish 911.

   e) Dr. Cloutier moved, seconded by Ms. Ellender: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Parcels 9-A1, 9-A2, 9-B, 9-C, 9-D1, and 9-D2 belonging to Four Point Holdings, Inc. conditioned upon the submittal of an approval letter from the Department of Health, combining Parcels 9-D2 and 9-C as indicated, and confirmation of the subject property addresses by Parish 911.”
The Vice-Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mr. Burgard, Dr. Cloutier, Ms. Ellender, Mr. Rogers, and Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk, Mr. Livas and Mr. Thibodeaux. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.

3. The Vice-Chairman called to order the Public Hearing for an application by Janis Spell requesting approval for Process D, Minor Subdivision, for Parcels 3-A & 3-B, A Redivision of Parcel 3 belonging to Four Point Holdings, Inc.

a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location, division of property, and stated the family was separating parcels amongst the siblings. He indicated the Department of Health has issues that will be rectified and requested conditional approval.

b) There was no one from the public to speak on the matter.

c) Dr. Cloutier moved, seconded by Mr. Rogers: “THAT the Public Hearing be closed.”

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

d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of an approval letter from the Department of Health.

e) Ms. Ellender moved, seconded by Dr. Cloutier: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Parcels 3-A & 3-B, A Redivision of Parcel 3 belonging to Four Point Holdings, Inc. conditioned upon the submittal of an approval letter from the Department of Health.”

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

4. The Vice-Chairman called to order the Public Hearing for an application by Janis Spell requesting approval for Process D, Minor Subdivision, for Parcels 6-A thru 6-D, A Redivision of Parcel 6 belonging to Four Point Holdings, Inc.

a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location, division of property, and stated the family was separating parcels amongst the siblings. He indicated the Department of Health has issues that will be rectified and requested conditional approval.

b) There was no one from the public to speak on the matter.

c) Dr. Cloutier moved, seconded by Mr. Rogers: “THAT the Public Hearing be closed.”

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

d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of an approval letter from the Department of Health.

e) Dr. Cloutier moved, seconded by Mr. Soudelier: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Parcels 6-A thru 6-D, A Redivision of Parcel 6 belonging to Four Point Holdings, Inc. conditioned upon the submittal of an approval letter from the Department of Health.”

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

6. Tabled until the February 18 [25], 2021 meeting. Parc Evangeline Subdivision, Phase A, Final [See ATTACHMENT D]

I. STAFF REPORT:
1. Mr. Pulaski requested the next regular meeting scheduled for February 18, 2021 be pushed back a week to February 25, 2021 due his being out on vacation and other Commissioners as well for the Mardi Gras holiday.
   a) Mr. Rogers moved, seconded by Dr. Cloutier: “THAT the HTRPC reschedule the regular meeting of February 18, 2021 to February 25, 2021 due to the Mardi Gras Holiday.”

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

J. ADMINISTRATIVE APPROVALS:
Dr. Cloutier moved, seconded by Ms. Ellender: “THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-9.”

1. Lots 7-A & 8-A being a portion of Lots 7 & 8 of P.F.A. Boudreaux Subdivision, Property belonging to Lillie Jaubert Lapeyrouse, Section 11, T17S-R18E, Terrebonne Parish, LA

2. Revised Lot F-1, Block 1, belonging to Frank W. McNabb, and Rev. 2 Lot F-2, Block 1, belonging to Todd M. Morales and Tina Marie Boquet (Both Tracts of Houma Development Tract One) into Lot F-1-A and Lot F-2-A, Section 101, T17S-R17E, Terrebonne Parish, LA


4. Revised Parcels 8 & 10, A Redivision of Parcels 8 & 10 belonging to Four Point Holdings, Inc., Section 22, T20S-R17E, Terrebonne Parish, LA

5. Lot Line Shift between Lots 29 thru 33, Block 7 of Addendum No. 3 to Roberta Grove Subdivision, Sections 2 & 21, T17S-R18E and Sections 9, 10, 105, T17S-R17E, Terrebonne Parish, LA

6. Lot Line Shift for Property belonging to Sweet Pea Holdings, LLC, Section 85, T15S-R16E, Terrebonne Parish, LA

7. Lot Line Shift between Lots I and J of Property formerly belonging to Morris Chauvin, Section 86, T15S-R16E, Terrebonne Parish, LA

8. Redivision of Tract 2 of the Partition of the Forest Bollinger Estate, Section 54, T16S-R17E, Terrebonne Parish, LA

9. Lot Line Shift between Lots 4 & 5 of Block 1, Maplewood Subdivision, Section 59, T16S-R17E, Terrebonne Parish, LA

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

K. COMMITTEE REPORT:
1. Subdivision Regulations Review Committee: None.

L. COMMISSION COMMENTS:
1. Planning Commissioners’ Comments:
   a) Dr. Cloutier requested Staff to research a new venue to hold their meetings that would not affect their budget as much as the Civic Center has been. Mr. Pulaski stated he would discuss with Anne Picou the availability of the Municipal Auditorium.

2. Vice-Chairman’s Comments: None.

M. PUBLIC COMMENTS: None.
Ms. Ellender moved, seconded by Dr. Cloutier: “THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 6:28 p.m.”

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

Becky M. Becnel, Minute Clerk
Houma-Terrebonne Regional Planning Commission
January 21, 2021

Via Email

Terrebonne Parish Consolidated Government
Attn: Chris Pulaski (cpulaski@tpcg.org)

Re: Survey Showing Property Being Carved From Tract II to Create Tract III Belonging to Gail Thibodaux, Now or Formerly, Being a Portion of Lot 40 of the Wautun, St. George, & Isle of Cuba Plantation located in Sections 86 & 87, T15S-R16E & Sections 70 & 8, T16S-R16E Terrebonne Parish, Louisiana

Mr. Pulaski,

Please table the above referenced project until the next regular Terrebonne Parish Planning Commission meeting. It is expected that the required fire hydrant will be installed prior to the next meeting. We will submit all required documentation once the installation has been completed, and present before the board at the next monthly meeting. If you have any questions do not hesitate to contact our office.

Sincerely,

Leonard J. Chauvin III, PE

CC: Becky Beconel (bbeconel@tpcg.org),
From: Terral Martin, Jr., PLS
To: Christopher Prud'homme
Cc: Bedie Bond
Subject: Gulf South Square - DeFraits - Table to February 18th
Date: Thursday, January 21, 2021 9:30:42 AM
Attachments: image001.png
image003.png
image004.png
image005.png

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Chris,

We would like to table Gulf South Square until the February meeting. We have a few issues to resolve with water service and sewer service for Lot 10. The nearest fire hydrant distance to Lot 10 is 199′.

Thanks,

Terral

Terral J. Martin, Jr., PLS
Professional Land Surveyor
terralmartin@providenceeng.com
Main: 985-876-6380
Cell: 985-226-4785
Fax: 985-876-0621
Extension: 174
www.providenceeng.com
Providence Engineering and Environmental Group LLC
1297 St. Charles Street Suite H, Houma, LA 70360

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ATTACHMENT B
January 20, 2021

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

Att: Mr. Chris Pulaski:

Re: APPLICATION- ITEM 5, BOUDREAUX CANAL ADDENDUM NO. 1

Dear Chris:

Please let this letter serve as a request to table the above item on the agenda for the meeting of January 21, 2021 until next month’s meeting. The draft site is not in place yet, a waterline right-of-way is not secured yet and there is a sewer problem at Tract 15-D

Thank you.

Sincerely,

[Signature]

Kenneth L. Rembert

KLR/apr

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ATTACHMENT C
January 19, 2021

Via: E-Mail: bbecnel@tpsc.org

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

Attention: Becky M. Becnel,
Planning Commission Secretary

RE: REQUEST TO TABLE ITEM – PARC EVANGELINE SUBDIVISION, PHASE A (17 LOTS) - LOCATED IN SECTION 7, T16S-R17E, TERREBONNE PARISH, LOUISIANA – DEVELOPER: EVANGELINE BUSINESS PARK, L.L.C. - ENGINEER’S PROJECT NO. 2020-116

Dear Becky:

We are hereby requesting that you table the Parc Evangeline Subdivision, Phase A which is on the January 21, 2021 agenda of the Houma-Terrebonne Regional Planning Commission meeting until the next regular meeting on February 18, 2021. Recent weather has delayed the contractor from completing some construction items in the development.

Thank you in advance for your cooperation and assistance in this matter and if you should have any questions or require any additional information, please do not hesitate to contact our office.

Sincerely,

David A. Waitz
Engineering & Surveying, Inc.

[Signature]

Jacob A. Waitz, P.E., L.S.I.

Cc: Evangeline Business Park, L.L.C.
File & Reading File

1107 Canal Blvd. • Thibodaux, Louisiana 70301 • (985) 447-4017 (Phone) • (985) 447-1998 (Fax)
7839 Park Ave. • Houma, Louisiana 70364 • (985) 976-9267 (Phone) • (985) 876-9979 (Fax)
Mailing Address: P. O. Box 1203 • Thibodaux, Louisiana 70302-1203 • E-mail: dwaitz@waitzengineering.com
JANUARY, 2021

HOUMA TERRBONNE REGIONAL PLANNING COMMISSION

BALANCE BROUGHT FORWARD 84,916.99

EXPENDITURES:

HOUMA-TERR PLANNING COMM. MEMBERS
(Per Diems 1/21/21) 277.02

THE COURIER
/Publications Dec. 2020/ 602.18

TPCG

CHASE BANK
(Service Fees) 30.00

CIVIC CENTER
/(Dec. Rental)/ 1,375.00

EVANGELINE BUSINESS PARK 7,500.00

TOTAL EXPENDITURES 12,747.85
SUBTOTAL 72,169.14
ACCOUNTS RECEivable 2,059.97
ENDING BALANCE 74,229.11

Chase Bank - Savings Account 67,525.92
Chase One Bank - Checking Account 6,703.19
TOTAL 74,229.11

RPC/E
## ACCOUNTS RECEIVABLE:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Interest on Money Market Account</td>
<td>3.08</td>
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<tr>
<td>Interest on Checking Account</td>
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</tr>
<tr>
<td>Devland Corporation</td>
<td>250.28</td>
</tr>
<tr>
<td>Kenneth L. Rembert Land Surveyors</td>
<td>138.92</td>
</tr>
<tr>
<td>Kenneth L. Rembert Land Surveyors</td>
<td>159.80</td>
</tr>
<tr>
<td>Kenneth L. Rembert Land Surveyors</td>
<td>145.88</td>
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<td>131.96</td>
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<tr>
<td>David A. Waitz Engineering &amp; Surveying Inc.</td>
<td>230.00</td>
</tr>
<tr>
<td>Kenneth L. Rembert Land Surveyors</td>
<td>125.00</td>
</tr>
<tr>
<td>David A. Waitz Engineering &amp; Surveying Inc.</td>
<td>125.00</td>
</tr>
<tr>
<td>Kenneth L. Rembert Land Surveyors</td>
<td>125.00</td>
</tr>
<tr>
<td>Kenneth L. Rembert Land Surveyors</td>
<td>125.00</td>
</tr>
<tr>
<td>Allen P. Woodard  P.L.S.</td>
<td>125.00</td>
</tr>
<tr>
<td>Charles L. McDonald Land Surveyor, Inc.</td>
<td>125.00</td>
</tr>
<tr>
<td>Charles L. McDonald Land Surveyor, Inc.</td>
<td>125.00</td>
</tr>
<tr>
<td>Charles L. McDonald Land Surveyor, Inc.</td>
<td>125.00</td>
</tr>
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</table>

$ 2,059.97
Outstanding invoices and disbursements

**OPERATING ACCOUNT**

<table>
<thead>
<tr>
<th>Date</th>
<th>Invoice Number</th>
<th>Vendor</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/25/2021</td>
<td></td>
<td>Dr. L. Arnold Cloutier, Jr.</td>
<td>Per Diem</td>
<td>46.17</td>
</tr>
<tr>
<td>2/25/2021</td>
<td></td>
<td>Keith Kurtz</td>
<td>Per Diem</td>
<td>46.17</td>
</tr>
<tr>
<td>2/25/2021</td>
<td></td>
<td>Wayne Thibodeaux</td>
<td>Per Diem</td>
<td>46.17</td>
</tr>
<tr>
<td>2/25/2021</td>
<td></td>
<td>Joseph Cehan</td>
<td>Per Diem</td>
<td>46.17</td>
</tr>
<tr>
<td>2/25/2021</td>
<td></td>
<td>Rachael Ellender</td>
<td>Per Diem</td>
<td>46.17</td>
</tr>
<tr>
<td>2/25/2021</td>
<td></td>
<td>Kyle D. Faulk</td>
<td>Per Diem</td>
<td>46.17</td>
</tr>
<tr>
<td>2/25/2021</td>
<td></td>
<td>Phillip Livas</td>
<td>Per Diem</td>
<td>46.17</td>
</tr>
<tr>
<td>2/25/2021</td>
<td></td>
<td>Robbie R. Liner</td>
<td>Per Diem</td>
<td>46.17</td>
</tr>
<tr>
<td>2/25/2021</td>
<td></td>
<td>Barry Soudelier</td>
<td>Per Diem</td>
<td>46.17</td>
</tr>
<tr>
<td>2/25/2021</td>
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<td>TPCG</td>
<td>Nov. Legal</td>
<td>1,155.70</td>
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<td>2/25/2021</td>
<td>GZ-01304</td>
<td>TPCG</td>
<td>Jan. Postage</td>
<td>277.48</td>
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<tr>
<td>2/25/2021</td>
<td>300215805</td>
<td>The Courier</td>
<td>Advertising</td>
<td>330.03</td>
</tr>
<tr>
<td>2/25/2021</td>
<td>45755</td>
<td>Ledet Insurance</td>
<td>Crime Bond</td>
<td>500.00</td>
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<td>2/25/2021</td>
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<td>Evangeline Business Park</td>
<td>Evangeline Ph B</td>
<td>15,000.00</td>
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<td>2/25/2021</td>
<td>1212021</td>
<td>Civic Center</td>
<td>Jan. Rent</td>
<td>1,150.00</td>
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**TOTAL OPERATING EXPENDITURES**

<table>
<thead>
<tr>
<th>Date</th>
<th>Invoice</th>
<th>Vendor</th>
<th>Description</th>
<th>Amount</th>
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<td>2/25/2021</td>
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<td>H-T Reg. Plan Comm</td>
<td>Transfer</td>
<td>20,000.00</td>
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</table>

2/25/2021

Date

Approved by: Rhonda Sansone

Accountant
Receipts February 1, 2021 through February 28, 2021

<table>
<thead>
<tr>
<th>Description</th>
<th>Cash</th>
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<tbody>
<tr>
<td>Sierra S. Mebane</td>
<td>10.00</td>
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<tr>
<td>Kenneth L. Rembert Land Surveyors</td>
<td>323.34</td>
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<tr>
<td>Kenneth L. Rembert Land Surveyors</td>
<td>330.80</td>
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<td>Charles L. McDonald Land Surveyor, Inc.</td>
<td>152.34</td>
</tr>
<tr>
<td>Gadwall Properties, LLC</td>
<td>860.00</td>
</tr>
<tr>
<td>Charles L. McDonald Land Surveyor, Inc.</td>
<td>125.00</td>
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<tr>
<td>Charles L. McDonald Land Surveyor, Inc.</td>
<td>125.00</td>
</tr>
<tr>
<td>Charles L. McDonald Land Surveyor, Inc.</td>
<td>125.00</td>
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<tr>
<td>Kenneth L. Rembert Land Surveyors</td>
<td>125.00</td>
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<tr>
<td>Kenneth L. Rembert Land Surveyors</td>
<td>125.00</td>
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<td>Kenneth L. Rembert Land Surveyors</td>
<td>125.30</td>
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<tr>
<td>Coastal Outdoor Properties, LLC</td>
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</tr>
<tr>
<td>Kenneth L. Rembert Land Surveyors</td>
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<tr>
<td>Charles L. McDonald Land Surveyor, Inc.</td>
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</tr>
</tbody>
</table>

2,802.48

Chase Bank Savings Account Balance $50,328.40
Chase Bank Checking Account Balance $7,874.45
LOUISIANA COMPLIANCE QUESTIONNAIRE
(For Audit Engagements of Governments)

Dear Chief Executive Officer:

Attached is the Louisiana Compliance Questionnaire that is to be completed by you or your staff. This questionnaire is a required part of a financial audit of Louisiana state and local government agencies. The completed and signed questionnaire must be presented to and adopted by the governing body, if any, of your organization by means of a formal resolution in an open meeting. Independently elected officials should sign the document, in lieu of such a resolution.

The completed and signed questionnaire and a copy of the adoption instrument, if appropriate, must be given to the auditor at the beginning of the audit. The auditor will, during the course of his/her regular audit, test the accuracy of the responses in the questionnaire. It is not necessary to return the questionnaire to the Legislative Auditor’s office.

Certain portions of the questionnaire may not be applicable to your organization. In such cases, it is appropriate to mark the representation “not applicable.” However, you must respond to each applicable representation. A ‘yes’ answer indicates that you have complied with the applicable law or regulation. A ‘no’ answer to any representation indicates a possible violation of law or regulation and, as such, should be fully explained. These matters will be reviewed by the auditor during the course of his/her audit. Please feel free to attach a further explanation of any representation.

Your cooperation in this matter will be greatly appreciated.

Sincerely,

Daryl G. Purpera, CPA, CFE
Louisiana Legislative Auditor

Enclosure
In connection with your audit of our financial statements as of December 31, 2020 and for THE YEAR THEN ENDED for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our internal control structure as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of February 25, 2021.

PART I. AGENCY PROFILE

1. Name and address of the organization.

Houma Terrebonne Regional Planning Commission
P. O. Box 1446
Houma, La 70361

2. List the population of the municipality or parish based upon the last official United States Census or most recent official census (municipalities and police juries only). Include the source of the information.

110,461 Bureau of Economic Analysis

3. List names, addresses, and telephone numbers of entity officials. Include elected/appointed members of the governing board, chief executive and fiscal officer, and legal counsel.

See Attached (Exhibit A)

4. Period of time covered by this questionnaire.

January 1, 2020 – December 31, 2020

5. The entity has been organized under the following provisions of the Louisiana Revised Statute(s) (R.S.) and, if applicable, local resolutions/ordinances.

LA R.S. 33:101 – 119:130 -140

6. Briefly describe the public services provided.
The purpose of the Commission shall be to guide and coordinate the total development of Terrebonne Parish by examining the parish, as a whole, through the elevation of population characteristics, economy, natural resources, land uses, transportation system(s), public facilities, utilities and services. The Commission also serves to monitor special needs and problems, both physical and social, and controls development of Terrebonne Parish to the extent that these needs and problems are properly addressed to insure the health, safety and welfare of all its citizens.

7. Expiration date of current elected/appointed officials’ terms.

See Attached (Exhibit B)

LEGAL COMPLIANCE

PART II. PUBLIC BID LAW

8. The provisions of the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration, State Purchasing Office have been complied with.
   A) All public works purchases exceeding $157,700 have been publicly bid.  
     N/A   Yes [ ] No [ ]
   B) All material and supply purchases exceeding $30,000 have been publicly bid.

PART III. CODE OF ETHICS LAW FOR PUBLIC OFFICIALS AND PUBLIC EMPLOYEES

9. It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.
    Yes [X]  No [ ]

10. It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.
    Yes [X]  No [ ]

PART IV. LAWS AFFECTING BUDGETING

11. We have complied with the budgeting requirements of the Local Government Budget Act (R.S. 39:1301-135) R.S. 39:33, or R.S. 39:1331-1342, as applicable:

   A. Local Budget Act
      1. We have adopted a budget for the general fund and all special revenue funds (R.S. 39:1305).
      2. The chief executive officer, or equivalent, has prepared a proposed budget that included a budget message, a proposed budget for the general fund and each special revenue fund, and a budget adoption instrument that specified the chief executive's authority to make budgetary amendments without approval of the governing authority. Furthermore, the proposed expenditures did not exceed estimated funds to be available during the period (R.S. 39:1305).
      3. The proposed budget was submitted to the governing authority and made available for public inspection at least 15 days prior to the beginning of the budget year (R.S. 39:1306).
      4. To the extent that proposed expenditures were greater than $500,000, we have made the budget available for public inspection and have advertised its availability in our official journal. The advertisement included the date, time, and place of the public hearing on the budget. Notice has also been published certifying that all actions required by the Local Government Budget Act have been completed (R.S. 39:1307).
      5. If required, the proposed budget was made available for public inspection at the location required by
R.S. 39:1308.
6. All action necessary to adopt and finalize the budget was completed prior to the date required by state law. The adopted budget contained the same information as that required for the proposed budget (R.S. 39:1309).
7. After adoption, a certified copy of the budget has been retained by the chief executive officer or equivalent officer (R.S. 39:1309).
8. To the extent that proposed expenditures were greater than $500,000, the chief executive officer or equivalent notified the governing authority in writing during the year when actual receipts plus projected revenue collections for the year failed to meet budgeted revenues by five percent or more, or when actual expenditures plus projected expenditures to year end exceeded budgeted expenditures by five percent or more (R.S. 39:1311).
9. The governing authority has amended its budget when notified, as provided by R.S. 39:1311. (Note, general and special revenue fund budgets should be amended, regardless of the amount of expenditures in the fund, when actual receipts plus projected revenue collections for the year fail to meet budgeted revenues by five percent or more; or when actual expenditures plus projected expenditures to year end exceed budgeted expenditures by five percent or more. State law exempts from the amendment requirements special revenue funds with anticipated expenditures of $500,000 or less, and exempts special revenue funds whose revenues are expenditure-driven - primarily federal funds-from the requirement to amend revenues.)

Yes [ X ] No [ ]

B. State Budget Requirements
1. The state agency has complied with the budgetary requirements of R.S. 39:33.

N/A Yes [ ] No [ ]

C. Licensing Boards
1. The licensing board has complied with the budgetary requirements of R.S. 39:1331-1342.

N/A Yes [ ] No [ ]

PART V. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING LAWS

12. We have maintained our accounting records in such a manner as to provide evidence of legal compliance and the preparation of annual financial statements to comply with R.S. 24:513 and 515, and/or 33:463.

Yes [ X ] No [ ]

13. All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes [ X ] No [ ]

14. We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes [ X ] No [ ]

15. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513.

Yes [ X ] No [ ]

16. We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

N/A Yes [ ] No [ ]

17. We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes [ X ] No [ ]
18. We have remitted all fees, fines, and court costs collected on behalf of other entities, in compliance with applicable Louisiana Revised Statutes or other laws.

N/A Yes [ ] No [ ]

PART VI. MEETINGS

19. We have complied with the provisions of the Open Meetings Law, provided in R.S. 42:11 through 42:28.

Yes [X] No [ ]

PART VII. ASSET MANAGEMENT LAWS

20. We have maintained records of our fixed assets and movable property records, as required by R.S. 24:515 and/or 39:321-332, as applicable.

Yes [X] No [ ]

PART VIII. FISCAL AGENCY AND CASH MANAGEMENT LAWS

21. We have complied with the fiscal agency and cash management requirements of R.S. 39:1211-45 and 49:301-327, as applicable.

Yes [X] No [ ]

PART IX. DEBT RESTRICTION LAWS

22. It is true we have not incurred any long-term indebtedness without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes [X] No [ ]

23. We have complied with the debt limitation requirements of state law (R.S. 39:562).

Yes [X] No [ ]

24. We have complied with the reporting requirements relating to the Fiscal Review Committee of the State Bond Commission (R.S. 39:1410.62).

Yes [X] No [ ]

PART X. REVENUE AND EXPENDITURE RESTRICTION LAWS

25. We have restricted the collections and expenditures of revenues to those amounts authorized by Louisiana statutes, tax propositions, and budget ordinances.

Yes [X] No [ ]

26. It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes [X] No [ ]

27. It is true that no property or things of value have been loaned, pledged, or granted to anyone in violation of Article VII, Section 14 of the 1974 Louisiana Constitution.

Yes [X] No [ ]

PART XI. ISSUERS OF MUNICIPAL SECURITIES

28. It is true that we have complied with the requirements of R.S. 39:1438.C.

Yes [X] No [ ]

PART XI. QUESTIONS FOR SPECIFIC GOVERNMENTAL UNITS

Parish Governments

29. We have adopted a system of road administration that provides as follows:
A. Approval of the governing authority of all expenditures, R.S. 48:755(A).
B. Development of a capital improvement program on a selective basis, R.S. 48:755.
C. Centralized purchasing of equipment and supplies, R.S. 48:755.
E. A construction program based on engineering plans and inspections, R.S. 48:755.
F. Selective maintenance program, R.S. 48:755.
G. Annual certification of compliance to the auditor, R.S. 48:758.

School Boards

30. We have complied with the general statutory, constitutional, and regulatory provisions of the Louisiana Department of Education, R.S. 17:51-400.

31. We have complied with the regulatory circulars issued by the Louisiana Department of Education that govern the Minimum Foundation Program.

32. We have, to the best of our knowledge, accurately compiled the performance measurement data contained in the following schedules and recognize that your agreed-upon procedures will be applied to such schedules and performance measurement data:

Parish school boards are required to report, as part of their annual financial statements, measures of performance. These performance indicators are found in the supplemental schedules:
- Schedule 1, General Fund Instructional and Support Expenditures and Certain Local Revenue Sources
- Schedule 2, Class Size Characteristics

We have also, to the best of our knowledge, accurately compiled the performance measurement data contained in the following schedules, and recognize that although the schedules will not be included in the agreed-upon procedures report, the content of the schedules will be tested and reported upon by school board auditors in the school board performance measures agreed-upon procedures report:
- Education Levels of Public School Staff
- Experience of Public Principals, Assistant Principals, and Full-time Classroom Teachers
- Public School Staff Data: Average Salaries

We understand that the content of the first two schedules will be tested and reported upon together.

Tax Collectors

33. We have complied with the general statutory requirements of R.S. 47.

Sheriffs

34. We have complied with the state supplemental pay regulations of R.S. 40:1667.7.

35. We have complied with R.S. 13:5535 relating to the feeding and keeping of prisoners.

District Attorneys

36. We have complied with the regulations of the DCFS that relate to the Title IV-D Program.

Assessors

37. We have complied with the regulatory requirements found in R.S. Title 47.
38. We have complied with the regulations of the Louisiana Tax Commission relating to the reassessment of property.

N/A Yes [ ] No [ ]

Libraries

40. We have complied with the regulations of the Louisiana State Library.

N/A Yes [ ] No [ ]

Municipalities

41. Minutes are taken at all meetings of the governing authority (R.S. 42:20).

N/A Yes [ ] No [ ]

42. Minutes, ordinances, resolutions, budgets, and other official proceedings of the municipalities are published in the official journal (R.S. 43:141-146 and A.G. 66-528).

N/A Yes [ ] No [ ]

43. All official action taken by the municipality is conducted at public meetings (R.S. 42:11 to 42:28).

N/A Yes [ ] No [ ]

Airports

44. We have submitted our applications for funding airport construction or development to the Department of Transportation and Development as required by R.S. 2:802.

N/A Yes [ ] No [ ]

45. We have adopted a system of administration that provides for approval by the department for any expenditures of funds appropriated from the Transportation Trust Fund, and no funds have been expended without department approval (R.S. 2:810).

N/A Yes [ ] No [ ]

46. All project funds have been expended on the project and for no other purpose (R.S. 2:810).

N/A Yes [ ] No [ ]

47. We have certified to the auditor, on an annual basis, that we have expended project funds in accordance with the standards established by law (R.S. 2:811).

N/A Yes [ ] No [ ]

Ports

48. We have submitted our applications for funding port construction or development to the Department of Transportation and Development as required by R.S. 34:3452.

N/A Yes [ ] No [ ]

49. We have adopted a system of administration that provides for approval by the department for any expenditures of funds made out of state and local matching funds, and no funds have been expended without department approval (R.S. 34:3460).

N/A Yes [ ] No [ ]

50. All project funds have been expended on the project and for no other purpose (R.S. 34:3460).

N/A Yes [ ] No [ ]

51. We have established a system of administration that provides for the development of a capital improvement program on a selective basis, centralized purchasing of equipment and supplies, centralized accounting, and the selective maintenance and construction of port facilities based upon engineering plans and inspections (R.S. 34:3460).

N/A Yes [ ] No [ ]

52. We have certified to the auditor, on an annual basis, that we have expended project funds in accordance with the standards established by law (R.S. 34:3461).

N/A Yes [ ] No [ ]
Sewerage Districts
53. We have complied with the statutory requirements of R.S. 33:3881-4159.10.  
   N/A  Yes [ ] No [ ]

Waterworks Districts
54. We have complied with the statutory requirements of R.S. 33:3811-3837.  
   N/A  Yes [ ] No [ ]

Utility Districts
55. We have complied with the statutory requirements of R.S. 33:4161-4546.21.  
   N/A  Yes [ ] No [ ]

Drainage and Irrigation Districts
56. We have complied with the statutory requirements of R.S. 38:1601-1707 (Drainage Districts);  
   R.S. 38:1751-1921 (Gravity Drainage Districts); R.S. 38:1991-2048 (Levee and Drainage Districts); or  
   R.S. 38:2101-2123 (Irrigation Districts), as appropriate.  
   N/A  Yes [ ] No [ ]

Fire Protection Districts
57. We have complied with the statutory requirements of R.S. 40:1491-1509.  
   N/A  Yes [ ] No [ ]

Other Special Districts
58. We have complied with those specific statutory requirements of state law applicable to our district.  
   N/A  Yes [ ] No [ ]

The previous responses have been made to the best of our belief and knowledge. We have disclosed to  
you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the  
foregoing representations. We have made available to you documentation relating to the foregoing laws  
and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning  
your possible noncompliance with the foregoing laws and regulations, including any communications  
received between the end of the period under examination and the issuance of this report. We  
acknowledge our responsibility to disclose to you and the Legislative Auditor any known noncompliance  
that may occur subsequent to the issuance of your report.

_____________________________________________  Secretary  __________________________  Date
_____________________________________________  Treasurer  __________________________  Date
_____________________________________________  President  __________________________  Date
Becky Becnel

From: Terral Martin, Jr., PLS <terralmartin@providenceeng.com>
Sent: Tuesday, February 23, 2021 2:53 PM
To: Becky Becnel
Cc: Christopher Pulaski
Subject: RE: [E] Preliminary Review Letter(s) - January 21, 2021

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Becky,

We will need to table Gulf South Square to the March Meeting. We are still working on utility service and fire protection to one of the lots.

Thanks,

Terral

---

Terral J. Martin, Jr., PLS
Professional Land Surveyor
terralmartin@providenceeng.com
Main: 985-876-6380
Cell: 985-226-4785
Fax: 985-876-0621
Extension: 174
www.providenceeng.com
Providence Engineering and Environmental Group LLC
1297 St. Charles Street Suite H, Houma, LA 70360

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This email is intended for the recipient only.
If you are not the intended recipient please disregard,
And do not use the information for any purpose.
APPLICATION
SUBDIVISION OF PROPERTY

APPROVAL REQUESTED:

A. ______ Raw Land 
   ______ Re-Subdivision
B. ______ Mobile Home Park 
   ______ Residential Building Park
C. ______ Major Subdivision 
   ______ Conceptual
   ______ Preliminary
   ______ Engineering
   ______ Final
D. ______ Minor Subdivision

THE FOLLOWING MUST BE COMPLETE TO ENSURE PROCESS OF THE APPLICATION:

Property being carved from Tract II to Create Tract III Belonging to Gail Thibodaux, Now or Formerly being a Portion of Lot 40 of the Waubun, St.

1. Name of Subdivision: George & Isle of Cuba Plantation Subdivision
2. Developer's Name & Address: Gail Thibodaux, 618 Main Project Rd., Schriever, LA 70395
3. Name of Surveyor, Engineer, or Architect: Thibodaux, LA 70395
4. Physical Address: Lot on the southside of 622 Main Project Road, Schriever, LA 70395
5. Purpose of Development: Create New Lot of Record
6. Land Use: Single-Family Residential
7. Drainage: Curb & Gutter
8. Sewerage Type: Community
9. Number of Lots: 2
10. Date and Scale of Map: 1"=100'
11. Council District: District 4
12. Filing Fees: $180.00

I, [Signature], certify this application including the attached date to be true and correct.

Print Name of Signature

The undersigned certifies: 1) That he/she is the owner of the entire land included within the proposal, and concurs with the Application, or 2) That he/she has submitted with this Application a complete, true and correct listing of all of the owners of the entire land included within the proposal, that each of the listed owners concur with this Application, and that he/she has been given specific authority by each listed owner to submit and sign this Application on their behalf.

Print Name of Owner

RPC / G1
Revised 3/25/2010
Houma-Terrebonne Regional Planning Commission
P.O. Box 1446, Houma, Louisiana 70361
Ph. (985) 873-6793 – Fax (985) 580-8141

APPLICATION
SUBDIVISION OF PROPERTY

APPROVAL REQUESTED:
A. ______ Raw Land
   ______ Re-Subdivision
B. ______ Mobile Home Park
   ______ Residential Building Park
C. ______ Major Subdivision
   ______ Conceptual
   ______ Preliminary
   ______ Engineering
   ______ Final
   ______ Variance(s) (detailed description):
D. ______ Minor Subdivision

THE FOLLOWING MUST BE COMPLETE TO ENSURE PROCESS OF THE APPLICATION:
1. Name of Subdivision: Gulf South Square
2. Developer's Name & Address: Arthur A. De Frietas, Jr. and John M. DeFraites
   *Owner's Name & Address: 991 Grand Caillou Road, Houma, LA 70363
   [* All owners must be listed, attach additional sheet if necessary]
3. Name of Surveyor, Engineer, or Architect: Terral J. Martin, Jr. P.L.S.

SITE INFORMATION:
4. Physical Address: 991 Grand Caillou Road
5. Location by Section, Township, Range: Section 105, T17S-R17E
6. Purpose of Development: To reconfigure lot lines
7. Land Use:
   ______ Single-Family Residential
   ______ Multi-Family Residential
   ______ Commercial
   ______ Industrial
   ______ Curb & Gutter
   ______ Roadside Open Ditches
   ______ Rear Lot Open Ditches
   ______ Other
8. Sewerage Type:
   ______ Community
   ______ Individual Treatment
   ______ Package Plant
   ______ Other
9. Date and Scale of Map:
   ______ 12/1/2020, Scale: 1" = 60'
10. Council District:
    ______ 3
11. Number of Lots: ______ 10
12. Filing Fees: ______ $250.28

1. ______ Terral J. Martin, Jr., certify this application including the attached data to be true and correct.

Print Applicant or Agent

Date 12/8/2020

The undersigned certifies:
1) That he/she is the owner of the entire land included within the proposal, and concurs with the Application.

2) That he/she has submitted with this Application a complete, true and correct listing of all of the owners of the entire land included within the proposal, that each of the listed owners concurs with this Application, and that he/she has been given specific authority by each listed owner to submit and sign this Application on their behalf.

Print Name of Signature

Date 12/8/2020

Signature

RPC / G2

Revised 3/23/10
APPLICATION
SUBDIVISION OF PROPERTY

APPROVAL REQUESTED:

A. ______ Raw Land
   ______ Re-Subdivision
B. ______ Mobile Home Park
   ______ Residential Building Park
C. ______ Major Subdivision
   ______ Conceptual
   ______ Preliminary
   ______ Engineering
   ______ Final
D. ______ Minor Subdivision
   ______ Conceptual/Preliminary
   ______ Preliminary
   ______ Engineering
   ______ Final

Variance(s) (detailed description):
A variance is requested for Tracts 15-A1, 15-B1 & b15-C1 being small in size. They will be used for launches, docking and mooring only and not for buildings requiring sewer systems.

THE FOLLOWING MUST BE COMPLETE TO ENSURE PROCESS OF THE APPLICATION:

1. Name of Subdivision: BOUDREAU CANAL SUBDIVISION ADDENDUM NO. 1
2. Developer’s Name & Address: A. ST. MARTIN CO. LTD., P.O. BOX 530, HOUMA, LA 70361
   *Owner’s Name & Address: SAME
   [* All owners must be listed, attach additional sheet if necessary]
3. Name of Surveyor, Engineer, or Architect: KENETH L. REMBERT, SURVEYOR

SITE INFORMATION:

4. Physical Address: 6308 TAVE STREET, CHAUVIN, LA
5. Location by Section, Township, Range:
6. Purpose of Development:
   Single-Family Residential
   Multi-Family Residential
   Commercial
   Industrial
7. Land Use:
   ______ Single-Family Residential
   ______ Multi-Family Residential
   ______ Commercial
   ______ Industrial
8. Sewerage Type:
   ______ Community
   ______ Individual Treatment
   ______ Package Plant
   ______ Other
9. Drainage:
   ______ Curb & Gutter
   ______ Roadside Open Ditches
   ______ Rear Lot Open Ditches
   ______ Other
10. Date and Scale of Map:
    12/08/2020 SCALE: 1”=30’
11. Council District:
12. Number of Lots: 10
13. Filing Fees: $181.46

I, KENETH L. REMBERT, certify this application including the attached date to be true and correct.

KENETH L. REMBERT
Print Applicant or Agent
12/23/2020
Date

The undersigned certifies: I, the he/she is the owner of the entire land included within the proposal, and consents with the Application, or X 2) That he/she has submitted with this Application a complete, true and correct listing of all of the owners of the entire land included within the proposal, that each of the listed owners consents with this Application, and that he/she has been given specific authority by each listed owner to submit and sign this Application on their behalf.

A. ST. MARTIN CO., LTD. BY CLAUDIA BRAUD
Print Name of Signature
12/23/2020
Date

RPC / G3

Revised 3/23/2010
APPLICATION
SUBDIVISION OF PROPERTY

APPROVAL REQUESTED:
A. _____ Raw Land
   _______ Re-Subdivision
B. _____ Mobile Home Park
   _______ Residential Building Park
   _______ Conceptual/Preliminary
   _______ Engineering
   _______ Final
C. X _____ Major Subdivision
   _______ Conceptual
   _______ Preliminary
   _______ Engineering
   _______ Final
   _______ Variance(s) (detailed description): 

D. _____ Minor Subdivision

THE FOLLOWING MUST BE COMPLETE TO ENSURE PROCESS OF THE APPLICATION:
1. Name of Subdivision: PARC EVANGELINE SUBDIVISION, PHASE A (17 LOTS)
   EVANGELINE BUSINESS PARK, L.L.C., P.O. BOX 1668, HOU!A, LA 70361
2. Developer’s Name & Address: EVANGELINE BUSINESS PARK, L.L.C., P.O. BOX 1668, HOU!A, LA 70361
   *Owner’s Name & Address:  [Name and address of owner(s)]
   [All owners must be listed, attach additional sheet if necessary]
3. Name of Surveyor, Engineer, or Architect: DAVID A. WAITZ ENGINEERING AND SURVEYING, INC.

SITE INFORMATION:
4. Physical Address: RUE DES AFFAIRES, HOU!A, LA 70364
5. Location by Section, Township, Range: SECTION 7, T16S-R17E
6. Purpose of Development: SINGLE FAMILY RESIDENTIAL
7. Land Use: X Single-Family Residential
   _______ Multi-Family Residential
   _______ Commercial
   _______ Industrial
8. Sewerage Type: X Community
   _______ Individual Treatment
   _______ Package Plant
   _______ Other
9. Drainage: X Curb & Gutter
   _______ Roadside Open Ditches
   _______ Rear Lot Open Ditches
   _______ Other
10. Date and Scale of Map: November 9, 2020 1” = 60’
11. Council District: 3  [Michel Bayou Care Fire]
12. Number of Lots: 17
13. Filing Fees: $230.00

RONNIE J. THERIOT, MANAGER
Print Applicant or Agent

Date

The undersigned certifies: 1) That he/she is the owner of the entire land included within the proposal, and concurs with the Application, or 2) That he/she has submitted with this Application a complete, true and correct listing of all of the owners of the entire land included within the proposal, that each of the listed owners concur with this Application, and that he/she has been given specific authority by each listed owner to submit and sign this Application on their behalf.

RONNIE J. THERIOT, MANAGER
Print Name of Signature

Date

RPC / G4

[PC21/1.0.0]
RPC / H1

**Houma-Terrebonne Regional Planning Commission**
P.O. Box 1446, Houma, Louisiana 70361  
Ph. (985) 873-6793 – Fax (985) 580-8141

**APPLICATION**  
**SUBDIVISION OF PROPERTY**

**APPROVAL REQUESTED:**

- A. _____ Raw Land  
- B. _____ Mobile Home Park  
- C. _____ Major Subdivision  
- D. _____ Minor Subdivision

- Re-Subdivision  
- _____ Residential Building Park  
- Conceptual  
- Final

- Conceptual/Preliminary  
- Engineering  
- Preliminary  
- Final

**Variance(s) (detailed description):**

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**THE FOLLOWING MUST BE COMPLETE TO ENSURE PROCESS OF THE APPLICATION:**

Plat showing Tracts 3-A and 3-B. A redistrict of Tract 3, property belonging to Millicent B. Bourgeois

1. **Name of Subdivision:**

2. **Developer’s Name & Address:** PARIS BROUSSARD 5757 BAYOU BLACK DR. GIBSON, LA 70356  
   Keith P. Broussard P.O. Box 557 Gibson, LA 70356

   "Owner’s Name & Address:

   ["* All owners must be listed, attach additional sheet if necessary"]

3. **Name of Surveyor, Engineer, or Architect:** KENETH L. REMBERT, SURVEYOR

**SITE INFORMATION:**

4. **Physical Address:** 5778 Bayou Black Dr. Gibson, LA 70356

5. **Location by Section, Township, Range:** SECTIONS 101 & 102, T16S-R15E

6. **Purpose of Development:** CREATE A SMALLER TRACT

7. **Land Use:**

   - _____ Single-Family Residential  
   - _____ Multi-Family Residential  
   - _____ Commercial  
   - _____ Industrial  
   - X _____ Residential

8. **Sewerage Type:**

   - Community  
   - Individual Treatment  
   - Package Plant  
   - Other

9. **Drainage:**

   - Curb & Gutter  
   - Roadside Open Ditches  
   - Rear Lot Open Ditches  
   - Other

10. **Date and Scale of Map:**

11. **Council District:** 2 Harding / Gibson Fire

12. **Number of Lots:** 2

13. **Filing Fees:** $323.84

---

1. **KENETH L. REMBERT**, certify this application including the attached date to be true and correct.

KENETH L. REMBERT  
Print Applicant or Agent

1/29/2021

**Date**

The undersigned certifies:  

1) That he/she is the owner of the entire land included within the proposal, and concurs with the Application, or  

2) That he/she has submitted with this Application a complete, true and correct listing of all of the owners of the entire land included within the proposal, that each of the listed owners concur with this Application, and that he/she has been given specific authority by each listed owner to submit and sign this Application on their behalf.

Print Name of Signature  

1/29/2021

Date

RPC / H1

Revised 3/25/2010
APPLICATION
SUBDIVISION OF PROPERTY

APPROVAL REQUESTED:
A. _____ Raw Land
   Re-Subdivision
B. _____ Mobile Home Park
   Residential Building Park
C. _____ Major Subdivision
   Conceptual Preliminary
   Preliminary Engineering
   Final
D. X Minor Subdivision

Variance(s) (detailed description):

THE FOLLOWING MUST BE COMPLETE TO ENSURE PROCESS OF THE APPLICATION:

1. Name of Subdivision: "A" Thru 9-A Revised Tract "A" Revised Tract of Renee Properties, LLC

2. Developer's Name & Address: Poule Deau Properties, LLC, P.O. Box 1377 Houma, LA 70361

3. Name of Surveyor, Engineer, or Architect: Kenneth L. Rembert, Surveyor

SITE INFORMATION:

4. Physical Address: 318 Bayou Delarue Road, Houma, LA 70363
5. Location by Section, Township, Range: Section 32, T11S R17E
6. Purpose of Development: Create Larger Lots

7. Land Use:
   X Single-Family Residential
   Multi-Family Residential
   Commercial
   Industrial

9. Drainage:
   Curb & Gutter
   X Roadside Open Ditches
   Rear Lot Open Ditches
   Other

8. Sewerage Type:
   Community
   X Individual Treatment
   Package Plant
   Other

10. Date and Scale of Map:
    Date: January 14, 2021 Scale: 1" = 100'

11. Council District:
    7 Bayou Delarue Fire

12. Number of Lots: 9
13. Filing Fees: $330.80

I, Kenneth L. Rembert, certify this application including the attached data to be true and correct.

Kenneth L. Rembert
Print Name of Signature

Date 2/2/2021

The undersigned certifies: 1) That he/she is the owner of the entire land included within the proposal, and concurs with the application, or 2) That he/she has submitted with this Application a complete, true and correct listing of all of the owners of the entire land included within the proposal, that each of the listed owners concur with this Application, and that he/she has been given specific authority by each listed owner to submit and sign this Application on their behalf.

Poule Deau Properties, LLC
Print Name of Signature

Date 2/2/2021

Rem 3/3/2010

RPC / H2
RPC / H2

"MINOR SUBDIVISION"
LAND USE: SINGLE FAMILY RESIDENTIAL
DEVELOPER: POULE D'EAU PROPERTIES, LLC.
SURVEY OF REvised LOTS 1-A THRU 11-A
& REvised TRACT 2-A. A REDIVISION OF
REvised TRACT 1-A AND LOTS 1-A THRU 11-A
PROPERTY OF POULE D'EAU PROPERTIES, LLC.
LOCATED IN SECTION 3D, T5RS-R171E,
TERREBONNE PARISH, LOUISIANA
JANUARY 14, 2031
SCALE: 1" = 100'

DR. WILLIAM R. FERGUSON ESTATES
REDEVELOPMENT CORPORATION
40110 SOUTH HIGHWAY 1
CEDAR BLUFF, OK 74541
(918) 599-3561
www.drf Ferguson.com

INFORMATION PROVIDED TO DATE IS SUBJECT TO CONFIRMATION AND DEBUGGING.
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APPLICATION
SUBDIVISION OF PROPERTY

APPROVAL REQUESTED:
A. Raw Land
B. Mobile Home Park
C. Major Subdivision
   Conceptual
   Preliminary
   Engineering
   Final

D. Minor Subdivision

THE FOLLOWING MUST BE COMPLETE TO ENSURE PROGRESS OF THE APPLICATION:
1. Name of Subdivision:

2. Developer's Name & Address:

3. Name of Surveyor, Engineer, or Architect:

SITE INFORMATION:
4. Physical Address:

5. Location by Section, Township, Range:

6. Purpose of Development:

7. Land Use:

8. Sewerage Type:

9. Drainage:

10. Date and Scale of Map:

11. Council District:

12. Number of Lots:

13. Filing Fees:

Alice Champagne, certify this application including the attached date to be true and correct.

Alice Champagne
Print Applicant or Agent

Date

The undersigned certify:
1) That he/she is the owner of the entire land included within the proposal,
and owners with this Application, or.
2) That he/she has submitted with this Application a complete,
true and correct listing of all the owners of the entire land included within the proposal, that each of the listed owners concur with this Application, and that he/she has been given specific authority by each listed owner to submit and sign this Application on their behalf.

Date

Print Name of Signature

Date

Revised 3/9/2018

RPC / H3
Houma-Terrebonne Regional Planning Commission
P.O. Box 1446, Houma, Louisiana 70361
Ph. (985) 673-6793 – Fax (985) 580-5141

APPLICATION
SUBDIVISION OF PROPERTY

APPROVAL REQUESTED:
A. ______ Raw Land
   ______ Re-Subdivision
B. ______ Mobile Home Park
   ______ Residential Building Park
C. ______ Conceptual
   ______ Preliminary
   ______ Engineering
   ______ Final
   ______ Minor Subdivision
   ______ Final

Variance(s) (detailed description):

THE FOLLOWING MUST BE COMPLETE TO ENSURE PROCESS OF THE APPLICATION:

1. Name of Subdivision: Summersfield Addendum No. 18, Phase II
   Godswell Properties, LLC
2. Developer's Name & Address: 162 Winter Quarters Dr., Houma, LA 70360
   Godswell Properties, LLC
3. Owner's Name & Address: 162 Winter Quarters Dr., Houma, LA 70360
   ['* all owners must be listed, attach additional sheet if necessary]

SITE INFORMATION:
4. Physical Address: Lancaster Drive
5. Location by Section, Township, Range: Sections 74, 82, and 103, T17S-R17W
6. Purpose of Development: Single-Family Residential Subdivision
7. Land Use: X Single-Family Residential
   ______ Multi-Family Residential
   ______ Commercial
   ______ Industrial
9. Drainage: X Curb & Gutter
   ______ Roadside Open Ditches
   ______ Rear Lot Open Ditches
   ______ Other
10. Sewage Type: X Community
    ______ Individual Treatment
    ______ Package Plant
    ______ Other
11. Date and Scale of Map:
    22JAN21 Scale 1" = 60'
12. Number of Lots: ______
13. Filing Fees: $860.00

I, Floyd E. Milford, III, certify this application including the attached data to be true and correct.

Print Applicant or Agent
Date

Print Name of Signature
Date

The undersigned certifies:
1) That he/she is the owner of the entire land included within the proposal,
and concurs with the Application, or
2) That he/she has submitted with this Application a complete,
true and correct listing of all of the owners of the entire land included within the proposal, that each of the listed
owners concur with this Application, and that he/she has been given specific authority by each listed owner to
submit and sign this Application on their behalf.

Chad Dugat
Print Name of Signature
Date

RPC / H4
Have you heard the big news? NPC21 is now open for registration! We invite you to join us as we continue to adapt and anticipate what’s next.

Our goal is to provide support to planners like you with helpful, timely information that will empower you to be creative in your communities.

We’ll be exploring topics you want to dive into like COVID recovery and reinvention, innovative practice, emerging transportation and infrastructure, addressing a legacy of inequality, and more.

We hope you loved your NPC20 @ Home experience - it was a great success thanks to your enthusiastic participation! This year, we’re upping the ante with added opportunities to connect with fellow attendees, new career-enhancing activities, and for our AICP members, a chance to gain CM credits.

New this year, with the NPC21 Live Plus registration, you get access to all live and recorded conference activities, PLUS additional professional development perks like unlimited access to all APA Learn courses through June 30. Sign up now to take full advantage of your Live Plus registration!

Join us and share experiences, address challenges, and get ideas designed for today’s needs.

Register