Due to executive orders and the health, safety, and welfare of all individuals concerned during the COVID-19 pandemic:

The **Houma-Terrebonne Regional Planning Commission** meeting for Thursday, March 19, 2020 HAS BEEN CANCELLED.

All items on the agenda will be placed on the April 16, 2020 meeting agenda.
Houma-Terrebonne Regional Planning Commission

MARCH 19, 2020, THURSDAY
6:00 P.M.
TERREBONNE PARISH COUNCIL MEETING ROOM
Government Tower, 8026 Main Street, 2nd Floor

A • G • E • N • D • A

I. CONVENE AS THE ZONING AND LAND USE COMMISSION

A. INVOCATION & PLEDGE OF ALLEGIANCE

B. ROLL CALL

C. CONFLICTS DISCLOSURE

D. APPROVAL OF MINUTES:
   1. Approval of Minutes of Zoning and Land Use Commission for the Regular Meeting of February 20, 2020

E. COMMUNICATIONS

F. OLD BUSINESS:
   1. Planned Building Group:
      Placement of two (2) apartment buildings; 855 Bayou Gardens Boulevard; Guidry Brothers Rental
      Properties, LLC, applicant (Council District 4 / Bayou Cane Fire)

G. NEW BUSINESS:
   1. Home Occupation:
      Establish a home business to provide swimming lessons, 318 Firwood Drive; Ruth Gilfou, Fish Tails
      Swimming, LLC, applicant (Council District 8 / City of Houma Fire)
   2. Planning Approval:
      Placement of a church in an R-1 zoning district, 8369 Park Avenue; Cornerstone Foursquare Church,
      c/o Ray Marcel, applicant (Council District 5 / City of Houma Fire)
   3. Preliminary Hearing:
      Rezone from R-1 (Single-Family Residential) to C-2 (General Commercial), 8338 & 8342 Main Street;
      Bayou Adoue Rentals, LLC, applicant; and call a Public Hearing on said matter for Thursday, April 16,
      2020 at 6:00 p.m.

H. STAFF REPORT:
   1. Public Hearing
      Discussion and possible action with regard to introducing a draft resolution and ordinance to revise the
      Overlay District to include South Hollywood Road from Valhi Boulevard to Southdown Mandalay
      Road

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

J. PUBLIC COMMENTS

K. 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 February 20, 2020

E. APPROVE EMITTENCE OF PAYMENT FOR THE MARCH 19, 2020 INVOICES AND THE TREASURER'S REPORT OF FEBRUARY 2020
1. Discussion and possible action regarding the acceptance of the Louisiana Compliance Questionnaire for the 2019 Audit
2. Martin & Pellegrin, CPAs to present 2019 Annual Audit for ratification and acceptance

F. COMMUNICATIONS

G. OLD BUSINESS:
1. a) Subdivision: Thibodaux By-Pass Commercial Park
   Approval Requested: Process D, Minor Subdivision
   Location: 458 Highway 3185, Thibodaux, Terrebonne Parish, LA
   Government Districts: Council District 4 / Schriever Fire District
   Developer: Donnes Real Estate
   Surveyor: David A. Waitz Engineering & Surveying, Inc.
b) Public Hearing
c) Consider Approval of Said Application

2. a) Subdivision: Redivision of Property belonging to Rebecca Plantation, LLC, Anne Vernon Caldwell Lagarde, and Vernon Lee Caldwell, III into Tract C & remaining property
   Approval Requested: Process D, Minor Subdivision
   Location: 864 LA Highway 311, Schriever, Terrebonne Parish, LA
   Government Districts: Council District 2 / Schriever Fire District
   Developer: Vernon Lee Caldwell, III
   Surveyor: David A. Waitz Engineering & Surveying, Inc.
b) Public Hearing
c) Consider Approval of Said Application

3. a) Subdivision: Tracts 1 thru 6, Mandalay Oaks Subdivision
   Approval Requested: Process D, Minor Subdivision
   Location: 3495 Bayou Black Drive, Terrebonne Parish, LA
   Government Districts: Council District 7 / Bayou Black Fire District
   Developer: Michael X. St. Martin
   Surveyor: Keneth L. Rembert Land Surveyors
b) Consider Approval of Said Application

   Approval Requested: Process D, Minor Subdivision
   Location: 4560 Country Drive, Bourg, Terrebonne Parish, LA
   Government Districts: Council District 9 / Bourg Fire District
   Developer: Carroll P. Naquin
   Surveyor: Keneth L. Rembert Land Surveyors
b) Consider Approval of Said Application

H. STAFF REPORT
1. Discussion and possible action with regard to the ratification of the 2019 HTRPC Annual Report

J. ADMINISTRATIVE APPROVAL(S):
3. Tracts A, B, & C, A Redivision of Property belonging to Earl N. Louviere, Jr., et al, Section 24, T17S-R16E, Terrebonne Parish, LA
4. Revised Tract 7, A Redivision of Property belonging to Lee Anthony Iver and Rosalie Thibodaux Lapoint, Section 58, T16S-R15E, Terrebonne Parish, LA
5. Revised Lot 10, A Redivision of Lots 10 & 11, Block 1, Addendum No. 1, Professional Plaza, Section 101, T17S-R17E, Terrebonne Parish, LA
7. Lot Line Shift between Lot 8 & Lot 9, Block 1 of Destiny Place Subdivision, Section 81, T17S-R16E, Terrebonne Parish, LA
K. COMMITTEE REPORT:
   1. Subdivision Regulations Review Committee: None

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

M. PUBLIC COMMENTS

N. ADJOURN
A. The Chairman, Mr. Kyle Faulk, called the meeting of February 20, 2020 of the HTRPC, convening as the Zoning and Land Use Commission, to order at 6:00 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Dr. Cloutier and the Pledge of Allegiance led by Mr. Joseph “Joey” Cehan.

B. Upon Roll Call, present was: Mr. Joseph “Joey” Cehan, Vice-Chairman; Dr. L.A. “Budd” Cloutier, Jr.; Ms. Rachael Ellender; Mr. Kyle Faulk, Chairman, Mr. Keith Kurtz; Mr. Robbie Liner; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Mr. Phillip Livas and Mr. Barry Soudelier. Also present was Mr. Christopher Pulaski, Director, Department of Planning & Zoning and Mr. Laddie Freeman, 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.

D. APPROVAL OF THE MINUTES:

1. Dr. Cloutier moved, seconded by Mr. Kurtz: “THAT the HTRPC, convening as the Zoning & Land Use Commission, accept the minutes, as written, for the Zoning and Land Use Commission for the regular meeting of January 16, 2020.”

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

E. COMMUNICATIONS: None.

F. NEW BUSINESS:

1. The Chairman called to order an application by Guidry Brothers Rental Properties, LLC requesting Planned Building Group Approval for the placement of two (2) apartment buildings at 855 Bayou Gardens Boulevard.

   a) Mr. Morille Guidry, applicant, stated they wished to place two duplexes on the property but recently learned they needed 15′ clearance between the buildings when they were providing 10′.

   b) No one from the public was present to speak on the matter.

   c) Mr. Pulaski discussed the Staff Report and stated Staff would recommend a few options for the applicant: 1) denial due to the proposed 10′ building separation not being met, 2) approve on the condition that the applicant modify the building size to allow for the 15′ separation, or 3) table the item to allow time for the applicant to request a variance for the building separation from the Houma Board of Adjustment.

   d) Mr. Morille stated they would like to table the matter and look at their options or redoing the plan. Discussion was held with regard to the applicant not needing Planned Building Group if they would only do one building on the property.

   e) Dr. Cloutier moved, seconded by Mr. Thibodeaux: “THAT the HTRPC, convening as the Zoning & Land Use Commission, table the Planned Building Group application until the next regular meeting of March 19, 2020.”

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

G. STAFF REPORT:

1. Mr. Pulaski discussed proposed changes to the Overlay District with regard to adding South Hollywood Road from Valhi Boulevard to Southdown Mandalay Road.

   a) Dr. Cloutier moved, seconded by Mr. Kurtz: “THAT the HTRPC, convening as the Zoning and Land Use Commission, call a Public Hearing to revise the Overlay District to include South Hollywood Road from Valhi Boulevard to Southdown Mandalay Road for Thursday, March 19, 2020 at 6:00 p.m.”

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

H. COMMISSION COMMENTS:
   1. Planning Commissioners’ Comments: None.
   2. Chairman’s Comments: None.

I. PUBLIC COMMENTS: None.

J. Mr. Thibodeaux moved, seconded by Dr. Cloutier: “THAT there being no further business to come before the HTRPC, convening as the Zoning and Land Use Commission, the meeting be adjourned at 6:12 p.m.”

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

 Kyle D. Faulk, Chairman
 Zoning & Land Use Commission

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

CERTIFICATION

CHRISTOPHER PULASKI, PLA, DIRECTOR
PLANNING & ZONING DEPARTMENT
APPLICATION FOR
PLANNED BUILDING GROUP APPROVAL

Guidry Brothers Rental Properties LLC, Morille Guidry

Applicant's Name

13290 Palm St. Vacherie LA 70090
Address City State Zip Code

1/29/2020 (985) 209-2957
Date Telephone Number(s)

Owner Interest in Ownership (owner, etc.)

PROJECT INFORMATION:

1. Name of Project: 2 blds (4 units)

2. Location: 855 Bayou Gardens Blvd.

3. Zoning District: C-3

4. Total Land Area: 70 x 175

5. Total Number of Units: 4


7. Total Parking Spaces Provided: 10

8. Approximate Cost of Work Involved: $395,000

9. Has any previous application been made: NO X YES

If Yes, please describe: n/a

Planned Building Group Approval
PLEASE ATTACH THE FOLLOWING INFORMATION:

✓ A. Site Plan Depicting the Following:
   1) All proposed structures and setbacks;
   2) Parking;
   3) Emergency vehicle access;
   4) Lighting;
   5) Fire hydrant locations;
   6) Loading areas (if applicable);
   7) All public and private easements and rights-of-ways;
   8) Driveways;
   9) Buffer protection (if applicable);
   10) Play areas (if applicable);
   11) Water main locations

B. Legal Description of Subject Property

C. Drainage Plans and Elevations

D. List of Names and/or Property Owners and Addresses of adjacent property owners.

APPLICATION FEE SCHEDULE:

The City of Houma has adopted the following fee schedule:

1. Planned Building Groups: $25.00 / first acre
   $ 3.50 / every acre thereafter, up to fifteen (15) acres

   Minimum Charge - $25.00; Maximum Charge - $100.00

   Note: Acreage is based on total area, exclusive of streets.

I (We) own __1__ acres. A sum of $25.00 dollars is enclosed and made a part of this application.

[Signature of Applicant]

1/29/2020

Date

The undersigned is owner(s) of the entire land area included in the proposal and signing indicates concurrence with the application.

[Signature of Owner or Authorized Agent]

1/29/2020

Date
Name: Ruth Guilfoyle
Address: 318 Firwood Dr., Houma, LA 70363
Phone: (985) 856-5168

Application for: Planning Approval $10.00/application
Home Occupation $10.00/application
Parking Plan $50.00/plan Special Plan $10.00/application

The premises affected are situated at 318 Firwood Dr., Houma, LA 70363 in a
Zoning District. The legal description of the property involved in this application
is: (my home) lot 10 block 3
Add. 1, Woodlawn Subd.

Has any previous application been filed in connection with these premises? Yes < No
Applicant's interest in the premises affected: Owner/operator

Approximate cost of work involved: 0

Explanation of property use: Swimming lessons

Plot Plan attached: Yes < No Drainage Plan attached: Yes < No

Ground Floor Plan and Elevations attached: Yes < No

Address of adjacent property owners:
1. 322 Firwood Dr. Houma, LA 70363
double lot
2. 316/314 Firwood Dr. Houma, LA 70363
double lot

3. 

Signature of Applicant or Agent 2/19/2020 (985) 856-5168 Phone Number

The undersigned is the owner of the entire land area included in the proposal and, in signing,
indicates concurrence with the application.

Signature of Applicant or Agent Date

Revised 3/30/06
Upon receipt of an application for amendment, the office of the Zoning Administrator shall examine the application and shall make such investigation as is necessary. Within fifteen (15) days of receipt of an application, the office of the Zoning Administrator shall transmit the application, together with its report and recommendation, to the Zoning Commission. The Zoning Commission then shall hold a preliminary hearing on the application within thirty-five (35) days after receipt of such application for amendment and shall notify the applicant and the office of the Zoning Administrator of the time and place of such hearing. After holding a preliminary hearing, the Commission shall certify the application for public hearing, and shall notify the applicant of the time and place of such public hearing. The Commission shall fix a reasonable time of a public hearing and shall give public notice, as required by law, as well as notice to the applicant and to the office of the Zoning Administrator.

This ordinance, including the zoning map, is based on comprehensive studies, and is intended to carry out the objective of a sound, stable, and desirable development.

Please return the application and supporting plans to the office of the Zoning Administrator.

PLEASE COMPLETE THE FOLLOWING - NO APPLICATION ACCEPTED UNLESS COMPLETE

Date: 2/27/2020

Bayou Adeoue Rentals, L.L.C.

Applicant’s Name

<table>
<thead>
<tr>
<th>8358 Main Street</th>
<th>Houma</th>
<th>LA</th>
<th>70363</th>
</tr>
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<tbody>
<tr>
<td>Address</td>
<td>City</td>
<td>State</td>
<td>Zip</td>
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</table>

Telephone Number (Home) (Work)

100%

Interest in Ownership (Owner, etc.)

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<th>8338 &amp; 8342 Main Street, Houma, LA 70363</th>
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<tr>
<td>Address of Property to be Rezoned &amp; Legal Description (Lot, Block, Subdivision)</td>
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Zoning Classification Request:

From: R1

To: C2

Previous Zoning History:

X No

Yes

If Yes, Date of Last Application: N/A
AMENDMENT POLICY – Parish Zoning Regulations Section 28-201

1. REASONS FOR THIS AMENDMENT:
   It is recognized that casual change of the ordinance would be detrimental to the achievement of stable development. It is public policy, therefore, to amend this ordinance only when one or more of the following conditions prevail:

   PLEASE CHECK ONE OR MORE:

   _______ ERROR. There is a manifest error in the ordinance.

   _______ CHANGE IN CONDITIONS. Changed or changing conditions in a particular area or in the metropolitan area generally make a change in the ordinance necessary and desirable.

   _______ INCREASED NEED FOR SITES FOR BUSINESS OR INDUSTRY. Increased or increasing needs for business or industrial sites, in addition to sites that are available, make it necessary and desirable to rezone an area or to extend the boundaries of an existing district.

   _______ SUBDIVISION OF LAND. The subdivision or eminent subdivision of open land into urban building sites make reclassification necessary and desirable.

2. LIMITATIONS ON PROPOSED AMENDMENTS:
   Demonstrate that the proposed amendment meets the minimum size requirements and need for new districts as described in Section 28-201(b).

EXHIBITS REQUIRED – Parish Zoning Regulations Section 28-202

1. LEGAL PLAT OF PROPERTY TO BE REZONED: This plat is to be prepared by a licensed land surveyor or civil engineer. On the required plat, please include:
   a. Land area to be affected including legal description;
   b. Present zoning classification of area to be affected and zoning classification of abutting districts;
   c. Public rights-of-way and easements bounding and intersecting the designated area and abutting districts;
   d. Locations of all existing and proposed structures with supporting open facilities;
   e. The specific ground area to be provided and continuously maintained for the proposed structure or structures.

2. REASON FOR AMENDMENT: Please state on a separate sheet why this proposal complies with either one or more of the above checked conditions for rezoning. In addition, the applicant may submit (optional) a site plan and/or development schedule of the proposal with this application.

3. DEVELOPMENT SCHEDULE: On a separate piece of paper, indicate a time schedule for the beginning and completion of development planned by the applicant. If the development is planned in stages, the time schedule shall indicate the successive stages and the development plan for each.

4. MARKET INFORMATION: Applicable only if the following conditions are met:
   a. If the proposed amendment would require rezoning an area from an existing residential district to a freestanding commercial district;
   b. If the proposed amendment would require more than double the area of an existing commercial district entirely surrounded by residential districts;
   c. If the proposed amendment would enlarge an area of existing commercial district by more than eight (8) areas;

   The market information shall include a written description of the market area to be served by the development, the population thereof, the effective demand for the proposed facilities and any other information describing the relationship of the proposed development to the needs of the applicable area.
5. **PUBLIC NEED:** Please state on a separate sheet the change in conditions in the area that make the proposed amendment necessary and desirable for the promotion of the public health, safety or general welfare.

6. **EFFECT OF AMENDMENT:** Please include on a separate sheet of paper a report giving the nature, description and effect of the proposed zoning amendment; if a change is required in the zoning map, a description of the probable effect on surrounding land uses and properties.

7. **ERROR:** The error, if error is alleged, that would be corrected by the proposed amendment.

**PUBLIC NOTICE REQUIRED – Parish Zoning Regulations Section 28-202(d)**

1. The name, description of property owned and mailing address of each owner of property lying within a distance of three hundred (300) feet of the fronting corners of the property.

2. Ten (10) days prior to the public hearing, the applicant shall submit proof of property posting in accordance with Section 28-202(d) of the Parish Zoning Ordinance.

**SIGNATURES REQUIRED**

1. Printed names and addresses along with interest of every person, firm, or corporation represented by the applicant (may use separate sheet of paper):

   SEE ATTACHED LIST

2. The undersigned is/are owner(s) and/or represent(s) all owners of the entire land area and/or structures and/or encumbrances (including holders of mortgages, liens, servitudes, rights of way, usufructs, rights of habitation) included within the proposed district and, in signing, indicate concurrence with application:

   YES

3. Sufficient evidence to establish that the applicants are all the owners and encumbrance holders of the designated area and structures, and have both the means and ability to undertake and complete the proposed development (may attach separate sheet of paper):

   SEE ATTACHED LIST

**APPLICATION FEE SCHEDULE**

Terrebonne Parish Consolidated Government has adopted the following fee schedule:

1. **Map Amendment:**
   - $25.00 / first acre
   - $ 3.50 / every acre thereafter, up to fifteen (15) acres

   Minimum Charge - $25.00; Maximum Charge - $100.00

I (We) own 0.00 acres. A sum of $25.00 dollars is enclosed and made a part of this application.

**DECLARATION**

I (We) declare that, to the best of my (our) knowledge and belief, all matters stated herein are true and correct.

Signature of Owner or Authorized Agent
REASONS FOR REZONING

1. With the exception of Mr. Jonathon Foret’s home, the owner of Bayou Adoue Rentals, L.L.C., Bayou Adoue Rentals L.L.C. owns several parcels along Main Street east of these tracts that are zoned C-2 and would like these rezoned C-2 as well.

2. Lot A has a former drug store building on it which perhaps should not have been zoned R-1. Lot A is planned to be made into a restaurant. Lot B planned to be used as a parking lot.

3. The construction of the Twin Span bridges across the Intracoastal has depressed this area. This used to be an area with many businesses. We are looking to help revitalize this area with an economic and cultural uplift. The restaurant planned would be the reopening of a well-known family restaurant.
TPC6 MUNICIPAL CODE - CHAPTER 28 ZONING - ARTICLE III DISTRICTS

Currently Zoned Under R-1

Houma-Terrebonne Regional Planning Commission
Zoning & Land Use Commission

310 Deg. 1446
Houma, Louisiana 70361-1446
Bus (985) 873-6793 - Fax (985) 850-5141

Zoning & Land Use Commission
Application

Name: Ray Marcel Cornerstone & Square Church
Address: 8369 Park Ave, Houma
Phone: 985-232-0224

Application For:  
Planning Approval $10.00/application  
Home Occupation $10.00/application
Parking Plan $50.00/plan  
Special Plan $10.00/application

The premises affected are situated at 8369 Park Ave in a
R-1 Zoning District. The legal description of the property involved in this application
is: 4.987 Acres Front on Park ave 194' 1200' deep

Has any previous application been filed in connection with these premises? Yes  No
Applicant's interest in the premises affected: Can a Church be placed there
Approximate cost of work involved: N/A
Explanation of property use: Currently a park - future site of Church
Plot Plan attached: Yes  No  Drainage Plan attached: Yes  No
Ground Floor Plan and Elevations attached: Yes  No
Address of adjacent property owners:
1. 8371 Park Ave  
   Stone Prosperie
2.  
   Residence of
   Ash St.
3.  
   Tupelo St.
   Willow Wood Corp.

Signature of Applicant or Agent
985-232-0224  
Phone Number
2-7-2020  
Date

The undersigned is the owner of the entire land area included in the proposal and, in signing,
indicates concurrence with the application.