

Houma-Terrebonne Regional Planning Commission

Robbie Liner.....	Chairman
Jan Rogers.....	Vice-Chairman
Barry Soudelier.....	Secretary/Treasurer
Michael Billiot.....	Member
Terry Gold.....	Member
Clarence McGuire.....	Member
Angele Poiencot.....	Member
Travion Smith.....	Member
Wayne Thibodeaux.....	Member

AUGUST 20, 2026, THURSDAY

6:00 P.M.

TERREBONNE PARISH COUNCIL MEETING ROOM
Government Tower, 8026 Main Street, 2nd Floor, Houma, Louisiana

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:

We 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.

D. APPROVAL OF MINUTES:

1. Approval of the Minutes of the Zoning & Land Use Commission for the Regular Meeting of July 16, 2026

E. COMMUNICATIONS

F. NEW BUSINESS:

1. Preliminary Hearings:
 - a) Rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential) 126 King Street, Lot 36, Block C, Mechanicville; Devery L. Harkless, applicant; and call a Public Hearing on said matter for Thursday, September 17, 2026 at 6:00 p.m. *(Council District 1 / City of Houma Fire)*
 - b) Rezone from R-1 (Single-Family Residential) to C-2 (General Commercial) Revised Tract A containing 2.507 acres, Progressive Square, Add. No. 1 (225-248 Rue D'Iberville); Travis Buquet, applicant; and call a Public Hearing on said matter for Thursday, September 17, 2026 at 6:00 p.m. *(Council District 6 / Bayou Cane Fire)*

G. STAFF REPORT

H. COMMISSION COMMENTS:

1. Zoning & Land Use Commissioners' Comments
2. Chairman's Comments

I. PUBLIC COMMENTS

J. ADJOURN

II. CONVENE AS THE REGIONAL PLANNING COMMISSION

A. INVOCATION & PLEDGE OF ALLEGIANCE

B. ROLL CALL

C. CONFLICTS DISCLOSURE:

We 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.

D. APPROVAL OF MINUTES:

1. Houma-Terrebonne Regional Planning Commission Minutes for the Regular Meeting of July 16, 2026

E. APPROVE REMITTANCE OF PAYMENT FOR THE AUGUST 20, 2026 INVOICES AND THE TREASURER'S REPORT OF JULY 2026

F. COMMUNICATIONS

G. APPLICATIONS / NEW BUSINESS:

1. a) Subdivision: Tract "B-1", A Redivision of Tract "B" belonging to Motivaitt Seafoods, LLC
Approval Requested: Process D, Minor Subdivision
Location: 610 A & B Palm Avenue, Terrebonne Parish, LA
Government Districts: Council District 5 / Coteau Fire District
Developer: Poule d'eau Properties, LLC
Surveyor: Charles L. McDonald Land Surveyor, Inc.

b) Public Hearing
c) Consider Approval of Said Application
2. a) Subdivision: Southwood Place Residential Building Park; Lot 1, Southwood Place Subdivision
Approval Requested: Process B, Residential Building Park-Conceptual & Preliminary
Location: 100 Southwood Place, Terrebonne Parish, LA
Government Districts: Council District 5 / Bayou Blue Fire District
Developer: Ironman Properties of America, LLC
Surveyor: Charles L. McDonald Land Surveyor, Inc.

b) Public Hearing
c) Variance Requests:
 - 1) For the minimum 1,000 sq. ft. for the Open Space & Recreation area, 3,924.48 sq. ft. is being provided
 - 2) From the maximum density of eight (8) dwelling units per net acre
 - 3) For a minimum area per unit space of 1,254.42 sq. ft. in lieu of the required 4,000 sq. ft.
 - 4) For a minimum depth per unit space of 40 feet in lieu of the required minimum depth per unit space of 75 feet
 - 5) For a minimum width per unit of 31.75 feet in lieu of the required minimum width per unit space of the required 50 feet
 - 6) For a minimum setback of 5 feet in lieu of the required front yard setback of 10 feet
d) Consider Approval of Said Application

H. STAFF REPORT:

1. Reminder to those who haven't completed the required Planning Commissioner Training (Act 859) and the annual ethics and sexual harassment training for 2026
2. Discussion and possible action regarding the HTRPC By-Laws as it pertains to Act 859 training, annual ethics & sexual harassment trainings, and meeting attendance

I. ADMINISTRATIVE APPROVAL(S):

1. Revised Lots 3, 4, & 5, A Redivision of Property belonging to DNK Enterprises, L.L.C.; Section 11, T17S-R18E, Terrebonne Parish, LA (200, 206, 210 Nelo Street / Councilman Steve Trosclair, District 9)
2. Lot Line Shift between Property belonging to the City of Houma appearing through T.P.C.G. and Entergy; Section 105, T17S-R17E, Terrebonne Parish, LA (290 Grande St / Councilwoman Kim Chauvin, Dist 8)
3. Revised Tract 4 and Revised Lot 4, Lot Line Shift of Tract 4 and Lot 4 belonging to Raymond Anthony Belisle, et al; Section 3, T18S-R18E, and Sections 2, 43, 44, 45, 46, & 47, T18S-R19E, Terrebonne Parish, LA (211 Hwy. 55, Bourg / Councilman Steve Trosclair, District 9)
4. Lot 202 & Lot 203, Block 13 of Adley Oaks Subdivision, Phase C, into Lots 202-A & 203-A; Section 85, T16S-R17E, Terrebonne Parish, LA (292 & 294 Adley Avenue / Councilman John Amedée, District 4)
5. Lot Line Shift between Property belonging to Entergy and Bon Ami Estates, LLC; Section 84, T16S-R17E, Terrebonne Parish, LA (2697 Coteau Road / Councilman John Amedée, District 4)
6. Lot Line Adjustment Survey between Edward J. Richard, Jr. & Brian J. Walker, Waterproof Plantation Estates, Phase 1; Sections 62 & 63, T17S-R16E, Terrebonne Parish, LA (3673 Bayou Black Drive & 109 Parlange Drive / Councilman Danny Babin, District 7)
7. Redivision of Lot Lines of Tract A belonging to Joseph Provost, Tract B belonging to Angela P. Pitre, and a Tract of Land Owned by Joseph Provost, Angela Pitre, and Betty T. Provost into Tracts P-1, P-2, and P-3; Sections 86 & 87, T16S-R15E, Terrebonne Parish, LA (5310, 5312, 5316 N. Bayou Black Drive / Councilman Carl Harding, District 2)
8. Survey & Division of Lot 4 and Lot 5, Block 1 of Shane Acres Subdivision into Lot 4A and Lot 5A; Section 81, T17S-R16E, Terrebonne Parish, LA (3846 Highway 311 / Councilman Clyde Hamner, District 6)

J. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee

K. COMMISSION COMMENTS:

1. Planning Commissioners' Comments
2. Chairman's Comments

L. PUBLIC COMMENTS

M. ADJOURN

MINUTES
HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION
MEETING OF JULY 16, 2026

- A. The Chairman, Mr. Robbie Liner, called the meeting of July 16, 2026 of the HTRPC to order at 6:09 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Mr. Wayne Thibodeaux and Pledge of Allegiance led by Mr. Barry Soudelier.
- B. Upon Roll Call, present were: Mr. Michael Billiot; Mr. Terry Gold; Mr. Robbie Liner, Chairman; Mr. Clarence McGuire; Mr. Jan Rogers, Vice-Chairman; Mr. Barry Soudelier, Secretary/Treasurer, and Mr. Wayne Thibodeaux. Absent at the time of Roll Call were: Mrs. Angele Poiencot and Mr. Travion Smith. Also, present were Mr. Christopher Pulaski, TPCG Department of Planning & Zoning; Mrs. Joan Schexnayder, TPCG Engineering Division; and Mr. Derick Bercegeay, Legal Advisor.
- C. **CONFLICTS DISCLOSURE:** The Chairman reminded the Commissioners that if at any time tonight, a conflict of interest exists, arises, or is recognized, as to any issue during this meeting, he or she should immediately disclose it, and is to recuse himself or herself from participating in the debate, discussion, and voting on that matter. *No Commissioners had anything to disclose.*
- D. **APPROVAL OF THE MINUTES:**
1. Mr. Rogers moved, seconded by Mr. Soudelier: "THAT the HTRPC accept the minutes as written, for the Regional Planning Commission for the regular meeting of June 18, 2026."
- The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mrs. Poiencot and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Mr. Soudelier moved, seconded by Mr. Billiot: "THAT the HTRPC remit payment for the July 16, 2026 invoices and approve the Treasurer's Report of June 2026."
- The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mrs. Poiencot and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **COMMUNICATION(S):** None.
- G. **APPLICATIONS / NEW BUSINESS:**
1. The Chairman called to order the Public Hearing for an application by Shane Duplantis requesting approval for Process D, Minor Subdivision, for the Division of Property belonging to Eric Paul Prestenbach (Tracts 1-A & 1-B).
- a) Ms. Alisa Champagne, Charles L. McDonald Land Surveyor, Inc., discussed the location and division of property.
- b) There was no one from the public to speak on the matter.
- c) Mr. McGuire moved, seconded by Mr. Soudelier: "THAT the Public Hearing be closed."
- The Chairman called for a vote on the motion offered by Mr. McGuire. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mrs. Poiencot and Mr. Smith. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.
- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided the drainage servitude along St. Louis Bayou be depicted on the plat and submittal of an approval letter from Pollution Control.
- e) Discussion was held regarding the fire hydrant at Coteau and concerns of no fire hydrant to accommodate the depth of the property and that Coteau Fire Department would review at the building permit stage. Mr. Pulaski further discussed fire departments and standards they must maintain for their class on fire protection.
- f) Mr. Rogers moved, seconded by Mr. Soudelier: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for the Division of Property belonging to Eric Paul Prestenbach (Tracts 1-A & 1-B) conditioned upon the drainage servitude along St. Louis Bayou be depicted on the plat and submittal of an approval letter from Pollution Control."

The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mrs. Poiencot and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

2. The Chairman called to order the Public Hearing for an application by Glenn Brunet requesting approval for Process D, Minor Subdivision, for the Redivision of Property belonging to Adlean Smith Johnson (Tracts A & B).

- a) Ms. Alisa Champagne, Delta Coast Consultants, LLC, discussed the location and division of property. She stated they wished to separate the batture from the lot for docking and mooring purposes.
- b) There was no one from the public to speak on the matter.
- c) Mr. Soudelier moved, seconded by Mr. Rogers: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mrs. Poiencot and Mr. Smith. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon municipal addresses be depicted on the plat and location and description of at least one permanent type benchmark be depicted on the plat.
- e) Mr. Billiot moved, seconded by Mr. Rogers: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for the Redivision of Property belonging to Adlean Smith Johnson (Tracts A & B) conditioned municipal addresses be depicted on the plat and the location and description of at least one permanent type benchmark be depicted on the plat."

The Chairman called for a vote on the motion offered by Mr. Billiot. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mrs. Poiencot and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

H. OTHER BUSINESS:

1. The Chairman called to order Mr. Eric Nguyen's request regarding Tracts "A" & "B", A Redivision of Property if Marvin Marmande, Jr., et al as it pertains to the Master Transportation Plan.

- a) The Chairman recognized Cynthia Pellegrin, 401 Barrow Street, who read a letter requesting to remove a proposed roadway from the Master Transportation Plan at 526 South Hollywood Road [See *ATTACHMENT A*]. They requested to remove the condition that was set forth when the matter went to the Planning Commission in September 2005.
- b) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval of the request to remove the condition of approval set forth by the Houma-Terrebonne Regional Planning Commission in September 2005, to remove the proposed street designation from the plat on Raw Land Tract A, and revise the HTRPC's Master Thoroughfare Plan to reflect the same.
- c) Discussion was held with the property being more marketable to sell with no encumbrances.
- d) Mr. Billiot moved, seconded by Mr. Rogers: "THAT the HTRPC grant approval of the request by Eric Oanh Nguyen to remove the condition of approval set forth by the HTRPC in September 2005 to remove the proposed street designation from the plat on Raw Land Tract A, of the plat titled Tracts "A" & "B", A Redivision of Property of Marvin Marmand, Jr., et al, and revise the HTRPC's Master Thoroughfare Plan to reflect the same."

The Chairman called for a vote on the motion offered by Mr. Billiot. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mrs. Poiencot and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- I. STAFF REPORT:
1. Mr. Pulaski reminded those who have not completed the ethics and sexual harassment training for 2026 to do so.
 2. The Chairman called to order the discussion and possible action regarding the HTRPC By-Laws as it pertains to Act 859 training, annual ethics and sexual harassment trainings, and meeting attendance.
 - a) Mr. Bercegeay stated he had a draft of changes made to the By-Laws as requested by Mr. Rogers at the last meeting. He discussed the first change regarding meeting attendance where Commissioners had to attend two-thirds of the regular meetings per year and would require a majority vote to remove Commissioner who didn't comply.
 - b) Mr. Bercegeay further discussed a June deadline for Commissioners completing the annual trainings with a majority vote by the Commission to remove those Commissioners who don't complete said trainings.
 - (1) Discussion ensued regarding the State giving a year to complete the trainings and doing the same or maybe September rather than June.
 - (2) Discussion ensued regarding the Act 859 Planning Commissioner Training that is regulated by the State that it must be completed within one year of the Commissioner's appointment regardless of any stipulations the Planning Commission would place. Discussion ensued with making the training more readily available and the opportunities to do to.
 - (3) Mr. Bercegeay would make more edits to the By-Laws and present at the next meeting.
- J. ADMINISTRATIVE APPROVAL(S):
- Mr. Rogers moved, seconded by Mr. McGuire: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-3."
1. Tract "A" (Raw Land) being the Division of Property belonging to Lana Hebert Freeman; Section 19, T17S-R16E, Terrebonne Parish, LA (*Tyos Court / Councilman Danny Babin, District 7*)
 2. Lot Line Shift between Tracts 1, 8, & 9 of the Beatrous Campsites; Sections 53 & 54, T19S-R17E, Terrebonne Parish, LA (*1745 & 1749 Dr. Beatrous Road, Theriot / Councilman Danny Babin, District 7*)
 3. Redivision of Property belonging to the Buquet Corporation; Section 87, T19S-R17E, Terrebonne Parish, LA (*8230 Shrimpers Row / Councilman Danny Babin, District 7*)
- The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mrs. Poiencot and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- K. COMMITTEE REPORT:
1. Subdivision Regulations Review Committee: None.
- L. COMMISSION COMMENTS:
1. Planning Commissioners' Comments:
 - a) Mr. Thibodeaux discussed the upper Bayou Terrebonne sewer treatment program assistance that he was able to receive help from.
 2. Chairman's Comments: None.
- M. PUBLIC COMMENTS:
1. Mr. Bercegeay informed the Commissioners and congratulated Mr. Billiot on the Community Services Award he received from the Bar Association.
- N. Mr. Soudelier moved, seconded Mr. Rogers: "THAT there being no further business to come before the HTRPC, the meeting be adjourned at 7:14 p.m."
- The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mrs. Poiencot and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.



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



401 Barrow Street, Houma, La 70360
www.RealEstateHouma.com
Off: 985.851.3999

Chris Pulaski

June 3, 2026

Terrebonne Parish Planning Commission

PO Box 2768

Houma LA 70364

Re: Request to Remove Proposed Roadway from the Master Transportation Plan at 526
South Hollywood Road

Dear Chris,

I am writing on behalf of Eric Nguyen, owner of the property. Currently Mr. Nguyen has decided to sell the property. We have a buyer interested in purchasing the property.

I am writing regarding the proposed roadway shown on the Master Transportation Plan that is intended to extend from Hollywood Road through Venture Boulevard, continue to Capital Boulevard, and terminate at Equity Boulevard.

Based on existing conditions, it appears that portions of this proposed roadway are no longer feasible. Structures have already been constructed along Venture Boulevard and Capital Boulevard in locations that would prevent the planned roadway connection from being completed as originally envisioned. As a result, the proposed route can no longer function as a continuous transportation corridor.

Given these existing improvements and the impracticality of constructing the roadway as planned, we respectfully request that the proposed street be removed from the Master Transportation Plan.

Removing this proposed roadway designation would allow for the reasonable development of the affected property, encouraging investment and growth while increasing the property's taxable value and generating additional tax revenue for the Parish. Maintaining a

roadway reservation that is no longer practical serves to restrict development opportunities without providing a realistic transportation benefit.

We respectfully ask that the Planning Department review this matter and consider removing the proposed roadway from the Master Transportation Plan. We would appreciate the opportunity to provide any additional information or documentation that may assist in your evaluation.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Shirin Nail & Cynthia Pellegrin". The signature is fluid and cursive, with the names of both individuals clearly visible.

Shirin Nail & Cynthia Pellegrin

Houma-Terrebonne Regional Planning Commission

Post Office Box 1446, Houma, Louisiana 70361-1446
Phone (985) 873-6793 • htrpcinfo@tpcg.org

July 2026

HOUMA TERREBONNE REGIONAL PLANNING COMMISSION

BALANCE BROUGHT FORWARD 26,569.12

EXPENDITURES:

HOUMA-TERR PLANNING COMM. MEMBERS (Per Diems July 2026)	323.19
USA Today Media Corp. (Publications - June)	210.60
TPCG (June 2026 Postage)	146.35
United States Treasury (2nd Quarter Taxes)	153.00
CHASE BANK (Service Fees)	40.00
TOTAL EXPENDITURES	873.14
SUBTOTAL	25,695.98
ACCOUNTS RECEIVABLE	900.80
ENDING BALANCE	26,596.78

Chase Bank - Savings Account	20,960.44
Chase One Bank - Checking Account	5,636.34
TOTAL	26,596.78

ROBBIE LINER, Chairman
JAN ROGERS, Vice Chairman
BARRY SOUDELIER, Secretary/Treasurer
MICHAEL BILLIOT
TERRY GOLD
CLARENCE MCGUIRE
ANGELE POIENCOT
TRAVION SMITH
WAYNE THIBODEAUX

CHRISTOPHER M. PULASKI, PLA
Director
BECKY M. BECNEL
Minute Clerk
DERICK BERCEGEAY
Legal Advisor
Terrebonne Parish
Consolidated Government
Planning & Zoning Department
www.tpcg.org/planning

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION
2026 - July TREASURER'S REPORT

ACCOUNTS RECEIVABLE:

Interest on Money Market Account	0.34
Interest on Checking Account	0.06
Charles L. McDonald Land Surveyor, Inc.	187.64
Charles L. McDonald Land Surveyor, Inc.	171.00
Delta Coast Consultants, LLC	166.76
Charles L. McDonald Land Surveyor, Inc.	125.00
Charles L. McDonald Land Surveyor, Inc.	125.00
Charles L. McDonald Land Surveyor, Inc.	125.00

	Secretary/Treasurer	\$ 900.80
Approved by:	Title	

	Chairman
Approved by:	Title

HOUMA TERREBONNE REGIONAL PLANNING COMMISSION
P. O. BOX 1446
HOUMA, LA. 70361

Outstanding invoices and disbursements

OPERATING ACCOUNT

Date	Invoice Number	Vendor	Description	Amount
7/23/2026		United States Treasury	Repymt of erroneous refund	23.06
8/20/2026		Michael Billiot	Per Diem	46.17
8/20/2026		Terry Gold	Per Diem	46.17
8/20/2026		Robbie R. Liner	Per Diem	46.17
8/20/2026		Clarence McGuire Jr.	Per Diem	46.17
8/20/2026		Angele Poiencot	Per Diem	46.17
8/20/2026		Jan J. Rogers	Per Diem	46.17
8/20/2026		Travion Smith	Per Diem	46.17
8/20/2026		Barry J. Soudelier	Per Diem	46.17
8/20/2026		Wayne Thibodeaux	Per Diem	46.17
8/20/2026	7812179	USA Today Media Corp	July Adverting	1,411.20
8/20/2026	GZ-01505	TPCG	July Postage	154.61
TOTAL OPERATING EXPENDITURES				<u>2,004.40</u>

Date	Invoice	Vendor	Description	Amount
		H-T Reg. Plan Comm	Transfer	-
8/20/2026			Secretary/Treasurer	
Date			Title	
8/20/2026			Chairman	
Date		Approved by:	Title	
8/20/2026			Accountant	
Date		Approved by:	Title	

Receipts August 1st through August 31st 2026

Rouses/Devery Harkless	25.00
Delta Coast Consultants, LLC	30.27
Charles L. McDonald Land Surveyor, Inc.	234.80
Charles L. McDonald Land Surveyor, Inc.	75.00
Charles L. McDonald Land Surveyor, Inc.	21.98
T. Baker Smith, LLC	125.00
Land Management Services, LLC	125.00
Thomas D. Belisle	125.00
David Waitz Engineering & Surveying, Inc.	125.00
Land Management Services, LLC	125.00
Delta Coast Consultants, LLC	125.00
Melanie Provost	125.00
David Waitz Engineering & Surveying, Inc.	125.00

1,387.05

Chase Bank Money Market Account Balance \$22,347.49

Chase Bank Checking Account Balance \$3,631.94

Houma-Terrebonne Regional Planning Commission

P.O. Box 1446, Houma, Louisiana 70361

Phone (985) 873-6793 • Fax (985) 580-8141 • Email: htrpcinfo@tpcg.org

APPLICATION SUBDIVISION OF PROPERTY

APPROVAL REQUESTED:

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

Variance(s) – Provide brief description below. On a separate sheet of paper, provide a detailed description of the variance, demonstrate valid hardship(s), and demonstrate why the issuance of the variance would not nullify the intent and purpose of the ordinance which may include the public health, safety, and welfare. (Sec. 24.9.2.1)

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

- Name of Subdivision: Tract "B-1" a redivision of Tract "B" belonging to Motivatit Seafoods, L.L.C.
- Developer's Name & Address: Poule d'eau Properties, L.L.C. PO Box 2617 Houma, LA 70361
Owner's Name & Address: Motivatit Seafoods, LLC PO Box 134 Houma, LA 70361
All owners must be listed, attach additional sheet if necessary
- Name of Surveyor, Engineer, or Architect: Charles L. McDonald Land Surveyor, Inc.

SITE INFORMATION:

- Physical Address: 610 A & B Palm Ave
- Location by Section, Township, Range: Section 96, T17S-R17E
- Purpose of Development: Crete tract for sale
- Land Use:
☐ Single-Family Residential
☐ Multi-Family Residential
☒ Commercial
☐ Industrial
- Sewerage Type:
☒ Community
☐ Individual Treatment
☐ Package Plant
☐ Other
- Drainage:
☐ Curb & Gutter
☒ Roadside Open Ditches
☐ Rear Lot Open Ditches
☒ Other
- Planned Unit Development: Y ☐ N ☒
- Date and Scale of Map:
Date: 7/29/2026 Scale: 1"=100'
- Council District / Fire Tax Area: _____
- Number of Lots: 1
- Filing Fees: _____

CERTIFICATION:

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

Alisa Champagne
Print Applicant or Agent


Signature of Applicant or Agent

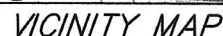
7/31/2026
Date

The undersigned certifies that he/she is the owner of the entire land included within the proposal and concurs with the Application **or** 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

Signature

Date



GENERAL NOTES:

NOTE: This map does not purport to show all improvements, underground utilities, wetlands, pipelines, rights of way, restrictive covenants or servitudes which may affect this property.

NOTE: All title information shown hereon was provided by the client and no additional title research was done by Charles L. McDonald, Land Surveyor, Inc.

NOTE: This property is situated within ZONE "AE"(EL. 7.0'), as shown on the F.E.M.A. Flood Insurance Rate Map dated 9/7/2023. (Map No. 22109C 0252 E)

SEWER NOTE:

Method of sewer discharge is through the Terrebonne Parish Community Sewer System.

MAP SHOWING TRACT "B-1"
A REDIVISION OF TRACT "B" BELONGING
MOTIVATIT SEAFOODS, L.L.C.
LOCATED IN SECTION 96, T17S-R17E,
TERREBONNE PARISH, LOUISIANA

SCALE: 1" = 100'

29 JULY 2026

✧ **CHARLES L. McDONALD**
LAND SURVEYOR, INC.
P.O. Box 1390 Gray, LA 70359
Ph: (985) 876-4412 / Fax: (985) 876-4806
Email: clmsurveyor@aol.com

I CERTIFY THAT THIS SURVEY WAS DONE UNDER MY DIRECT SUPERVISION IN ACCORDANCE WITH THE STANDARDS OF PRACTICE FOR PROPERTY BOUNDARY SURVEYS AND THAT THE ACCURACY STANDARDS ARE IN ACCORDANCE WITH CLASS "C" (SUBURBAN) SURVEYS AS INDICATED IN THE ABOVE STANDARDS.

APPROVED:

CAD #7496

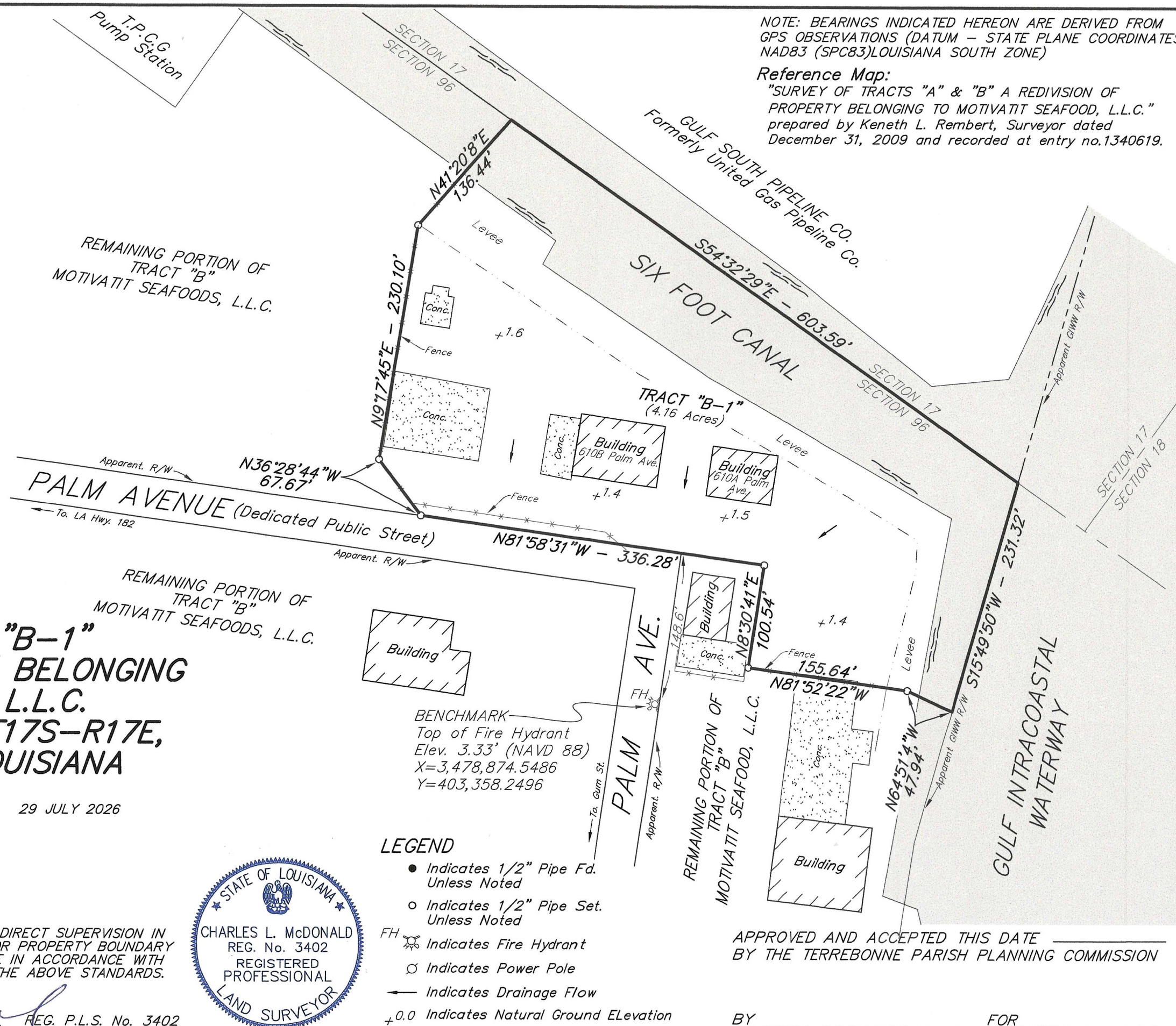
REG. P.L.S. No. 3402



NOTE: BEARINGS INDICATED HEREON ARE DERIVED FROM
GPS OBSERVATIONS (DATUM - STATE PLANE COORDINATES
NAD83 (SPC83)LOUISIANA SOUTH ZONE)

Reference Map:

*"SURVEY OF TRACTS "A" & "B" A REDIVISION OF
PROPERTY BELONGING TO MOTIVATIT SEAFOOD, L.L.C."
prepared by Keneth L. Rembert, Surveyor dated
December 31, 2009 and recorded at entry no.1340619.*



Houma-Terrebonne Regional Planning Commission

P.O. Box 1446, Houma, Louisiana 70361
Phone (985) 873-6793 • Fax (985) 580-8141 • Email: htrpcinfo@tpcg.org

APPLICATION SUBDIVISION OF PROPERTY

APPROVAL REQUESTED:

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

Variance(s) – Provide brief description below. On a separate sheet of paper, provide a detailed description of the variance, demonstrate valid hardship(s), and demonstrate why the issuance of the variance would not nullify the intent and purpose of the ordinance which may include the public health, safety, and welfare. (Sec. 24.9.2.1)

☒

SEE ATTACHED LIST

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

- Name of Subdivision: Southwood Place Residential Park located within Lot 1 of Southwood Place Subdivision
- Developer's Name & Address: Ironman Properties of America, LLC - PO Box 61 Bourg, LA 70343
Owner's Name & Address: Ironman Properties of America, LLC - PO Box 61, Bourg, LA 70343
All owners must be listed, attach additional sheet if necessary
- Name of Surveyor, Engineer, or Architect: Charles L. McDonald Land Surveyor, Inc.

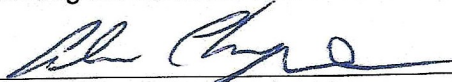
SITE INFORMATION:

- Physical Address: 100 Southwood Drive
- Location by Section, Township, Range: Section 62, T16S-R17E
- Purpose of Development: Duplex construction
- Land Use:
☐ Single-Family Residential
☒ Multi-Family Residential
☐ Commercial
☐ Industrial
- Sewerage Type:
☐ Community
☐ Individual Treatment
☒ Package Plant
☐ Other
- Drainage:
☒ Curb & Gutter
☐ Roadside Open Ditches
☐ Rear Lot Open Ditches
☒ Other
- Planned Unit Development: Y ☐ N ☐
- Date and Scale of Map:
Date: 7/30/2026 Scale: 1"=20'
- Council District / Fire Tax Area: _____
- Number of Lots: 1
- Filing Fees: _____

CERTIFICATION:

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

Alisa Champagne
Print Applicant or Agent


Signature of Applicant or Agent

8/3/26
Date

The undersigned certifies that he/she is the owner of the entire land included within the proposal and concurs with the Application **or** 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.

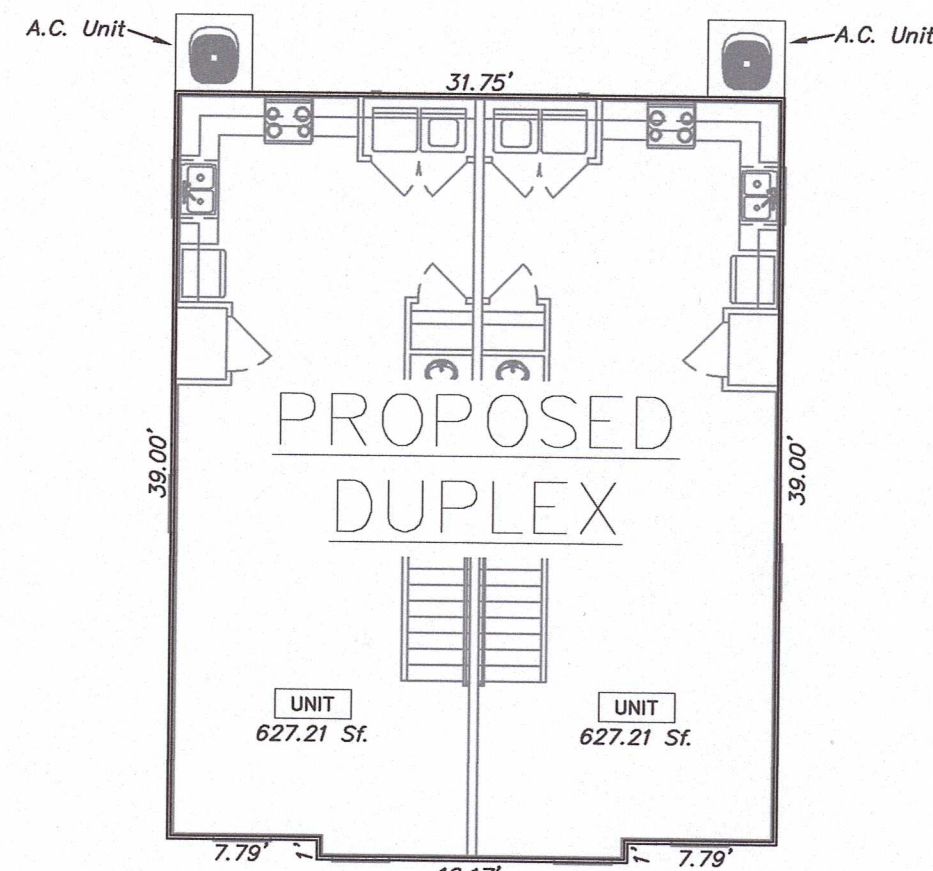
Print Name of Signature

Signature

Date

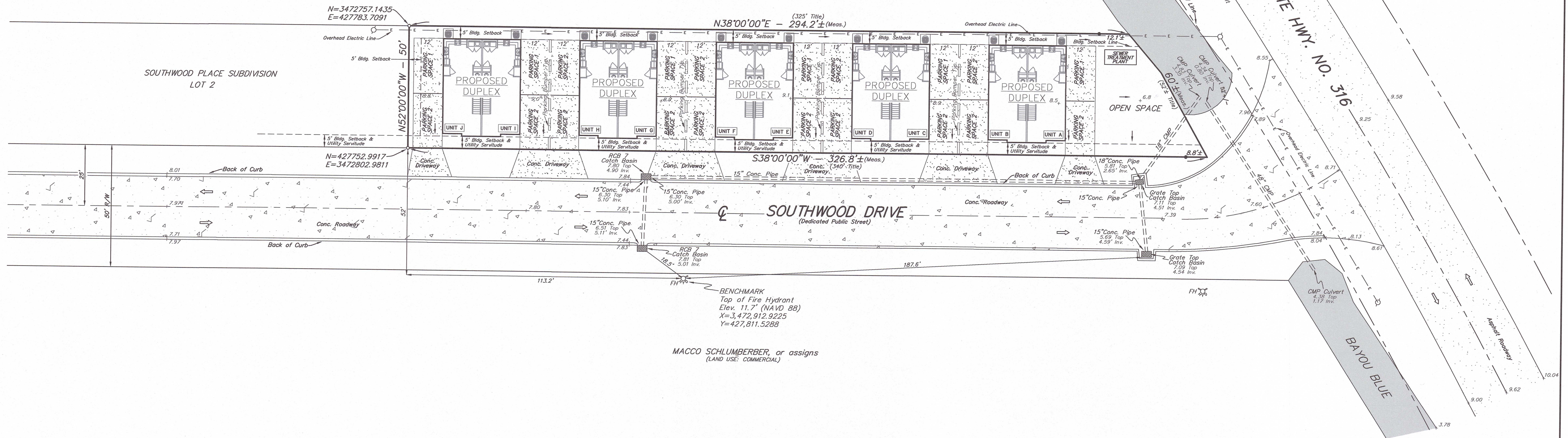


VICINITY MAP



TYPICAL PROPOSED DUPLEX
(N.T.S.)

BRIAN D. REYNOLDS, et ux
(LAND USE: SINGLE-FAMILY RESIDENTIAL)



NOTE: BEARINGS INDICATED HEREON ARE DERIVED FROM GPS OBSERVATIONS (DATUM - STATE PLANE COORDINATES NAD83 (SPCB3) LOUISIANA SOUTH ZONE)

GENERAL NOTES:

NOTE: This map does not purport to show all improvements, underground utilities, wetlands, pipelines, rights of way, restrictive covenants or servitudes which may affect this property.

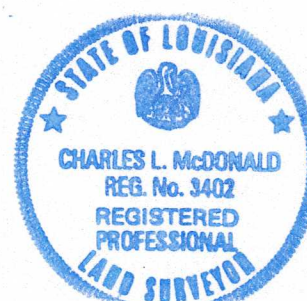
NOTE: All title information shown hereon was provided by the client and no additional title research was done by Charles L. McDonald, Land Surveyor, Inc.

NOTE: This property is situated within ZONE "X" as shown on the F.E.M.A. Flood Insurance Rate Map dated September 7, 2023 (Map No. 22109C 0115 E)

REFERENCE MAP: "ADDENDUM No. 1 TO SOUTHWOOD PLACE SUBDIVISION" prepared by Charles L. McDonald, Land Surveyor, Inc. dated 3 June 1987

Method of Sewer Disposal is Sewer Treatment Plant.

The lots shown hereon drain into the T.P.C.C. maintained drainage system along Southwood Drive and into Bayou Blue. The property owner shall perpetually maintain all necessary private drainage structures to said drainage destination.



SOUTHWOOD PLACE RESIDENTIAL PARK
LOCATED WITHIN LOT 1 OF
SOUTHWOOD PLACE SUBDIVISION
SECTION 62, T16S-R17E,
TERREBONNE PARISH, LOUISIANA

SCALE: 1" = 20'

30 JULY 2026

CHARLES L. McDONALD
LAND SURVEYOR, INC.
P.O. Box 1390 Gray, LA 70359
Ph: (985) 876-4412 / Fax: (985) 876-4806
Email: clmsurveyor@aol.com

I CERTIFY THAT THIS SURVEY WAS DONE UNDER MY DIRECT SUPERVISION IN ACCORDANCE WITH THE STANDARDS OF PRACTICE FOR PROPERTY BOUNDARY SURVEYS AND THAT THE ACCURACY STANDARDS ARE IN ACCORDANCE WITH CLASS "C" (SUBURBAN) SURVEYS AS INDICATED IN THE ABOVE STANDARDS.

APPROVED:

Charles L. McDonald
REG. P.L.S. No. 3402

LEGEND

- Indicates 3/4" Pipe Fd. Unless Noted
- Indicates 5/8" Rod Fd. Unless Noted
- ✕ Indicates Exist. Fire Hydrant
- Indicates Power Pole
- Indicates Power Pole
- 0.0' Indicates Natural Ground Elev.

ADDRESS:
100 SOUTHWOOD DRIVE
Houma, LA 70364

TOTAL AREA:
0.358 Acres

Proposed Land Use:
Residential Building Park
Multi-Family Residential

APPROVED AND ACCEPTED THIS DATE _____
BY THE HOUMA - TERREBONNE REGIONAL PLANNING COMMISSION

BY _____ FOR _____

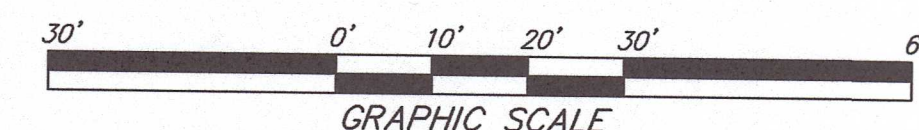
CONCEPTUAL, PRELIMINARY,
ENGINEERING & FINAL

DEVELOPER:
IRONMAN PROPERTIES OF
AMERICA, LLC

CHARLES L. McDONALD
LAND SURVEYOR, INC.
P.O. Box 1390
Gray, LA 70359
Ph: (985) 876-4412
Email: clmsurveyor@aol.com

DRAWN: A.M.C.
CHECKED: C.L.M.
SCALE: 1" = 20'
DATE: 30 JULY 26

JOB # 7503 CAD # 7503 FILE #



Houma - Terrebonne Regional Planning Commission

By-Laws



Prepared by

T.P.C.G.

Department of Planning & Zoning

For

Houma-Terrebonne Regional Planning Commission

Adopted on October 4, 2005

Revised on March 15, 2012

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION

TABLE OF CONTENTS

	Page
ARTICLE I. Name	2
ARTICLE II. Authorization.....	2
ARTICLE III. Purpose.....	2
ARTICLE IV. Official Office	2
ARTICLE V. Official Journal.....	2
ARTICLE VI. Membership of the Board	3
ARTICLE VII. Officers of the Board.....	3
ARTICLE VIII. Meetings.....	4
ARTICLE IX. Policies and Procedures	6
ARTICLE X. Committees	6
ARTICLE XI. Annual Report	7
ARTICLE XII. Miscellaneous.....	7
ARTICLE XIII. Amendments to By-Laws, Policies & Procedures.....	7
ARTICLE XIV. Adoption.....	7

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION

BY-LAWS

ARTICLE I - NAME

- 1.1 The name of the organization shall be the HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION referred to in these by-laws as the “COMMISSION.”

ARTICLE II – AUTHORIZATION

- 2.1 The Commission was created and its powers were granted to it by the Terrebonne Parish Council, acting under its Home Rule Charter, and under the authority granted in La. R.S. 33:131 through 33:140 and as contained in Section 20 Article IV of the Terrebonne Parish Code.

ARTICLE III – PURPOSE

- 3.1 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 the 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.

ARTICLE IV – OFFICIAL OFFICE

- 4.1 The Commission shall maintain an official office to conduct business.

ARTICLE V – OFFICIAL JOURNAL

- 5.1 The official journal of the Commission shall be *The Courier*.

ARTICLE VI – MEMBERSHIP OF THE BOARD

- 6.1 The Commission shall be comprised of nine (9) members. Each member, during his term of office shall be:
- a. A citizen of the United States;
 - b. A qualified voter residing within the limits of Terrebonne Parish.
- 6.2 **Appointments to the Commission.** Members of the Commission shall be appointed by the Terrebonne Parish Council and the Terrebonne Parish President as provided by applicable law.
- 6.3 **Compensation.** The Commission shall be paid a per diem of fifty dollars (\$50.00) for each attendance at a regular or special meeting of the full Commission. In no event, shall the payment of a per diem exceed two (2) such meetings per month as per Revised Statute La. R.S. 33:140, which states no Commission member shall receive more than \$100.00 per month.
- a. The funds used in payment of the per diem shall be derived from funds of the Commission.
 - b. If it becomes necessary to increase fees charged by the Commission as a result of depleted funds due to the payment of the aforementioned per diem, approval by the Parish Council must be obtained prior to the implementation of any and all such increase(s) in charges.
- 6.4 **Tenure.** Seven (7) Commission members shall be appointed by the Parish Council for (staggered) terms of five (5) years from and after the expiration of the terms of their predecessors. Two (2) Commission members shall be appointed by the Parish President whose terms shall be concurrent with the President's term of office.
- 6.5 **Oath of Office.** All incoming members shall be administered the oath of office by the Terrebonne Clerk of Court, or any other person authorized to administer oaths, prior to assuming the responsibilities as a Commission member.
- 6.6 **Vacancies.** Any vacancy in the membership of the Commission shall be filled in the manner of the original appointment. Upon a vacancy occurring, the Chairman shall forward a letter to the Parish Council and Parish President advising same of the vacancy and requesting that an appointment be made.

ARTICLE VII – OFFICERS OF THE BOARD

- 7.1 The Commission shall elect from amongst its membership a Chairman, Vice-Chairman and Secretary/Treasurer.

- 7.2 The election of officers shall be made from the floor at the annual organizational meeting of the Commission to be held at any special or regularly scheduled meeting during the month of December.
- 7.3 Nominations shall be made from the floor at the annual organizational meeting and election of officers shall follow immediately thereafter.
- 7.4 A candidate receiving a majority vote of the entire membership of the Commission shall be declared elected, and shall serve for a term of one (1) year, with eligibility for re-election.
- 7.5 Vacancies in an office of the Commission shall be filled immediately by regular election procedures.
- 7.6 **Duties.** The Chairman shall preside at all meetings of the Commission and shall have the duties normally conferred by parliamentary usage on such officer.
- a. The Vice-Chairman shall assume the Chairmanship in absence of the Chairman.
 - b. The Chairman or his designated representative shall keep the minutes and records of the Commission, and with the assistance of such staff (when available), shall prepare the agenda of regular and special meetings, provide notice of all meetings to Commission members, arrange proper and legal notice of hearings, attend to correspondence of the Commission and perform such duties as are required.
 - c. The Secretary/Treasurer shall act for the Chairman and Vice-Chairman in their absence. In the event all three officers of the Commission are not present at any official meeting in which a quorum is present, the present members in attendance shall elect any or all officers needed to conduct the official business of the Commission.
 - d. In the event of a vote on any official issue, the Chairman may exercise his prerogative under *Robert's Rules of Order Newly Revised* to break a tie vote or to make a tie vote. The Chairman may exercise his right as a Commission member to debate on a motion only after relinquishing the chair to the Vice-Chairman.
 - e. No subdivision plat shall be valid unless signed by the Chairman or his designated representative.
 - f. The Secretary/Treasurer, along with staff, shall maintain and keep records of all receipts and disbursements of the Commission.

ARTICLE VIII – MEETINGS

- 8.1 Regular meetings will be held on the third Thursday of each month. In the event of a conflict with holidays or other event(s), the Chairman may change the date of said meeting.

- 8.2 The place and time of the meeting will be arranged by the Chairman.
- 8.3 **Public Notice.** The Chairman or his designated appointee shall provide for public notice of all regular and special meetings of the Commission which shall include, but not be limited to, the publication of a meeting notice in the official journal stating date, time, and the place of the meeting.
- a. The notice shall be published in the legal section of the official journal in accordance with applicable state statutes.
- 8.4 **Quorum.** A quorum shall consist of five (5) members of the Commission.
- 8.5 **Voting.** Voting shall be *viva voce* and shall be recorded in the minutes of the Commission's meeting. Any Commissioner, including the Chairman, may additionally request a roll call vote, which shall also be recorded in the minutes of the Commission's meeting.
- 8.6 **Parliamentary Procedure.** The current edition of *Robert's Rule of Order Newly Revised* shall govern the proceedings at the meetings of the Commission in all cases to which they are applicable and in which they are not inconsistent with these by-laws and any special rules of order the Commission may adopt.
- 8.7 All meetings or portions of meetings shall be open to the general public, except when authorized by applicable law.
- 8.8 **Order of Business.** Prior to each regular or special meeting, the Chairman and the Planning Department staff shall prepare an agenda of all matters to be considered at the meeting. Said agenda should be published according to law. By majority vote of the members present the order of the agenda items may be rearranged. Unless applicable law requires prior and/or public notice, items may be added to the agenda by the affirmative unanimous vote of the quorum present after first allowing the opportunity for public comment on any such motion.
- 8.9 Special Meetings may be called by the Chairman or upon written request of three (3) Commission members. The Chairman shall notify all members of the Commission in writing not less than three (3) days in advance of such special meetings.
- a. Public notice for a special meeting shall conform to the provisions as set forth for regular meetings of the Commission.
- 8.10 **Proxies.** No member of the Commission shall be represented by or vote by proxy.
- 8.11 **Annual Organizational Meeting.** The Commission shall hold its annual organizational meeting at any special or regularly scheduled meeting in December. The Election of Officers and the selection of an Auditor shall take place at any special or regularly called meeting in the month of December of each year.

ARTICLE IX – POLICIES AND PROCEDURES

- 9.1 The Commission shall adopt, by a two-thirds (2/3) vote of the entire Commission present, By-Laws, fiscal and administrative policies which govern the operation of the Commission at any regular or special meeting. The Chairman shall give thirty (30) days notice prior to proposed changes to the By-Laws. The Parish President and Terrebonne Parish Council shall be notified on all administrative policy proposals and any policies so adopted shall not be effective sooner than thirty (30) days after their adoption.
- 9.2 Any and all actions of the Commission relative to personnel, administrative, and fiscal matters shall be referenced in the minutes according to the appropriate policy and procedure.
- 9.3 In the absence of an applicable policy or procedure, the Commission may take such action as is necessary for the operation of the Commission by two-thirds (2/3) vote. Such action shall become a policy or procedure of the Commission only after being enacted per 9.1 above.
- 9.4 Sections 9.1 and 9.2 shall become applicable no later than six (6) months from the date of adoption of these By-Laws.
- 9.5 **Fiscal Year.** The fiscal year for the Commission shall commence on January 1 and end on December 31.
- 9.6 **Annual Budget.** Prior to the last regular meeting of the fiscal year, the Chairman or his designated representative shall submit to the Commission a proposed operating budget for the upcoming year for review by the full Commission.
- a. The budget shall be adopted no later than the regularly scheduled Commission meeting in December.
- 9.7 **Acceptance of Contributions.** The Commission may accept contributions from individuals, groups, corporations, foundations, or any branch of government. Such contributions shall be regulated according to applicable state law.
- 9.8 **Audit.** The Commission shall conduct a financial audit of the Commission on an annual basis.
- 9.9 The Treasurer shall ensure the preparation of an annual financial report which shall be presented to the Legislative Auditor pursuant to the provisions of La. R.S. 24:513 et seq.

ARTICLE X – COMMITTEES

- 10.1 **Standing Committees.** The Chairman may present to the Commission his recommendations for the formulation of a standing committee(s) and the applicable functions of same for ratification by the Commission.

- a. The Chairman shall select from the Commission a Chairman of each standing committee subject to the ratification by the Commission.
 - b. Membership of each standing committee shall be no less than three (3) members selected by the Commission Chairman. Committee membership may include members from outside the Commission and ALL members shall serve at the discretion of the Chairman. The Chairman may serve as a non-voting, ex-officio member of all standing committees.
- 10.2 **Special Committees.** Special Committees may be formed to address specific issues of interest to the Commission.
- a. Membership is not restricted to any group and may include elected officials.
 - b. Reporting to the full Commission shall be done in a timely manner. In the event reporting is not done timely, the Chairman may use his discretion to disband the Committee or appoint new Committee representatives.

ARTICLE XI – ANNUAL REPORT

- 11.1 The Commission shall render annually to the Terrebonne Parish Council and the Terrebonne Parish President a generalized report of its activities, including the status of the Master Plan and goals for the upcoming year, at least one hundred twenty (120) days after each fiscal year.

ARTICLE XII – MISCELLANEOUS

- 12.1 The Commission shall conform in every way to all applicable local, state, and federal laws in its functioning.

ARTICLE XIII – AMENDMENTS TO BY-LAWS, POLICIES & PROCEDURES

- 13.1 The By-Laws and administration and fiscal procedures of the Commission may be amended at any regularly scheduled or special meeting provided that:
- a. The proposed amendment is presented, in its entirety, to all Commission members for preliminary consideration at least thirty (30) days prior to the date of the meeting at which official action on the proposed amendment is scheduled.

ARTICLE XIV – ADOPTION

- 14.1 These By-Laws, in entirety, as revised, were adopted by the Commission on the 15th day of March, 2012.