

Houma-Terrebonne Regional Planning Commission

Kyle Faulk.....	Chairman
Robbie Liner.....	Vice-Chairman
Rachael Ellender.....	Secretary/Treasurer
L.A. “Budd” Cloutier, O.D.....	Member
Phillip Livas.....	Member
Barry Soudelier.....	Member
Wayne Thibodeaux.....	Member
Vacant.....	Member
Vacant.....	Member

DECEMBER 17, 2020, THURSDAY

6:00 P.M.

HOUMA-TERREBONNE CIVIC CENTER
346 Civic Center Boulevard, 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 November 19, 2020

E. COMMUNICATIONS

F. PUBLIC HEARING:

1. *Public Hearing*
Rezone from R-1 (Single-Family Residential) to R-2 (Two-Family Residential) certain lots within Mechanicville Subdivision; Terrebonne Parish Consolidated Government, applicant *(Council District 1 / City of Houma Fire)*

G. NEW BUSINESS:

1. Preliminary Hearing:
Rezone from C-2 (General Commercial) to R-1 (Single-Family Residential) 841 Valhi Boulevard, Lots 1 thru 16, Blackwater Ridge Subdivision; Terre South Investments, Inc., applicant; and call a Public Hearing on said matter for Thursday, January 21, 2021 at 6:00 p.m. *(Council District 6 / City of Houma Fire)*

H. STAFF REPORT

I. COMMISSION COMMENTS:

1. Zoning & Land Use Commissioners’ Comments
2. Chairman 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 November 19, 2020

E. APPROVE EMITTENCE OF PAYMENT FOR THE DECEMBER 17, 2020 INVOICES AND THE TREASURER’S REPORT OF NOVEMBER 2020

1. Accept and approve the proposed 2021 Budget

F. ANNUAL ORGANIZATIONAL MEETING:

1. Ratify the acceptance of Martin & Pellegrin, CPAs for the 2020 Audit (3-year Engagement approved December 2019)
2. Election of Officers for 2021

G. COMMUNICATIONS

H. OLD BUSINESS:

1. a) Subdivision: Survey of Tracts "A", "B", "C", & "D", A Redivision of Property belonging to Patricia A. LeBeouf, et al
Approval Requested: Process D, Minor Subdivision
Location: 1534 Dr. Beatrous Road, Terrebonne Parish, LA
Government Districts: Council District 7 / Bayou Dularge Fire District
Developer: Patricia A. LeBeouf
Surveyor: Keneth L. Rembert Land Surveyors

b) Consider Approval of Said Application
2. a) Subdivision: Division of Property belonging to Claridell Ramagos (Tracts A & B)
Approval Requested: Process D, Minor Subdivision
Location: 208 Horseshoe Road, Schriever, Terrebonne Parish, LA
Government Districts: Council District 4 / Schriever Fire District
Developer: Claridell Romagos
Surveyor: Charles L. McDonald Land Surveyor, Inc.

b) Variance Request: Variance from the 250' requirement for the fire hydrant location, fire hydrant is located 265.6' from the property line

c) Consider Approval of Said Application

I. APPLICATIONS:

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 Road, Schriever, Terrebonne Parish, LA
Government Districts: Council District 4 / Schriever Fire District
Developer: Gail Thibodaux
Surveyor: Leonard Chauvin P.E., P.L.S., Inc.

b) Public Hearing
c) Consider Approval of Said Application
2. a) Subdivision: Lot Line Shift between Lots 29 thru 39, Block 7 of Addendum No. 3 to Roberta Grove Subdivision
Approval Requested: Process A, Re-Subdivision
Location: 1855-1895 Prospect Street, Terrebonne Parish, LA
Government Districts: Council District 8 / City of Houma Fire District
Developer: Pastor Richard Way, Faith Baptist Church
Surveyor: Charles L. McDonald Land Surveyor, Inc.

b) Public Hearing
c) Consider Approval of Said Application
3. a) Subdivision: Tract A-7 (A-B-C-D-A) to be acquired by Terrebonne Parish Consolidated Government from Henry and Sharon Richard
Approval Requested: Process D, Minor Subdivision
Location: 1851 Martin Luther King Blvd., Terrebonne Parish, LA
Government Districts: Council District 3 / Bayou Cane Fire District
Developer: Henry & Sharon Richard
Surveyor: GIS Engineering, LLC

b) Public Hearing
c) Consider Approval of Said Application

4. a) Subdivision: Summerfield Place Subdivision, Addendum No. 18, Phases A
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, L.L.C.
Engineer: Milford & Associates, Inc.
 - b) Consider Approval of Said Application
5. a) Subdivision: Mandalay Pass Subdivision
Approval Requested: Process C, Major Subdivision-Conceptual & Preliminary
Location: 3842 South Mandalay Road, Terrebonne Parish, LA
Government Districts: Council District 6 & 7 / Bayou Black Fire District
Developer: Ciera Development Company, Inc.
Surveyor: David A. Waitz Engineering & Surveying, Inc.
 - b) Public Hearing
 - c) Variance Request:
 - 1) Variance requested to not tying into two (2) cross streets
 - 2) Variance requested for the maximum distance of the cul-de-sac being over a distance of 1,500'
 - c) Consider Approval of Said Application

J. STAFF REPORT

K. ADMINISTRATIVE APPROVAL(S):

1. Survey of Revised Lots 2 & 3, A Redivision of Lots 2 & 3 of Block 9, Addendum No. 2 to Southern Estates Subdivision and a portion of Property belonging to Bradley P. Brown, et ux, Sections 7, 69, & 82, T16S-R17E, Terrebonne Parish, LA
2. Survey of Revised Lot 1, Revised Lot 2, Revised Lot 3 & Revised Lot 4 into Rev. 2 Lot 1, Rev. 2 Lot 2, Rev. 2 Lot 3 & Rev. 2 Lot 4, Revised Phases C & D, A Portion of Trinity Commercial Park Add. 2, Section 4, T16S-R17E, Terrebonne Parish, LA
3. Lot Line Removal between Tract A and Tract B to create Tract A-1 owned by Jack McGee, now or formerly, Section 86, T15S-R16E, Terrebonne Parish, LA
4. Revised Lots 18, 19, 20, & 22, Hellier Row Subdivision, A Redivision of a portion of Lot 5, Batey Plantation Subdivision, Property belonging to Deborah Morgan Jones, et al, Section 3, T16S-R16E & T16S-R17E, Terrebonne Parish, LA
5. Revised Lot 5, Block 5, Addendum No. 5 of Crescent Plantation Estates belonging to Jimmy D. Brewer, et ux, Sections 71, 72, & 74, T17S-R16E, Terrebonne Parish, LA

L. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee

M. COMMISSION COMMENTS:

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

N. PUBLIC COMMENTS

O. ADJOURN

MINUTES
HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)
MEETING OF NOVEMBER 19, 2020

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

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

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

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

I. APPLICATIONS:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

J. STAFF REPORT:

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

K. ADMINISTRATIVE APPROVALS:

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

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

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

L. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee: None.

M. COMMISSION COMMENTS:

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

N. PUBLIC COMMENTS: None.

- O. Mr. Liner moved, seconded by Mr. Thibodeaux: “THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 6:49 p.m.”

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

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



TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

P.O. BOX 2768 • HOUMA, LOUISIANA 70361
985-868-5050 • WWW.TPCG.ORG



November 19, 2020
2nd Review
Item No. I-6

TO: Christopher M. Pulaski
FROM: Joan E. Schexnayder, P.E. *JES*
SUBJECT: Pare Evangeline Subdivision
Review of Engineering Approval

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

1. 24.7.6.2.6 Does not conform to the SDDM:
 - a. V.A.3 Plan/profiles show an odd cut in the boulevard rather than a smooth transition in the curb.
 - b. V.A.6 All lots are not graded to drain to the street or to major drainage artery. The HTRPC can allow a portion to drain to the rear if drainage to the rear is to be dedicated provided that it does not exceed 60% of the total depth of lots up to 225 feet. These lots qualify for the exception. The developer's engineer has requested this exception.
2. 24.7.6.1.8 Block 3 Lot 3 & 42 are not within 250 feet of a fire hydrant.
3. 24.5.4.6.7 Approval letters should be provided from the following utilities:
 - a. TPCG Pollution Control

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

JES/bbd

cc: Jacob A. Waitz, P.E., L.S.I
Ernest Brown
Planning Commission
Engineering Division
Reading File
Council Reading File

OFFERED BY:
SECONDED BY:

ORDINANCE NO. 2

AN ORDINANCE TO AMEND THE 2020 ADOPTED BUDGET OF THE HOUMA - TERREBONNE REGIONAL PLANNING COMMISSION TO PROVIDE FUNDING FOR THE FOLLOWING ITEMS.

SECTION I

WHEREAS, the Houma – Terrebonne Regional Planning Commission estimated the budget for revenues and various expense accounts, which need to be adjusted respectively, and

WHEREAS, the adjustments will be reflected to various account, and

WHEREAS, this amendment would increase various expense accounts by \$11,122

NOW, THEREFORE BE IT ORDAINED, by the Houma - Terrebonne Regional Planning Commission that the 2020 Adopted Budget be amended for the following:

HOUMA - TERREBONNE REGIONAL PLANNING COMMISSION

	<u>2020 Adopted Budget</u>	<u>Change</u>	<u>2020 Amended Budget</u>
Per Diem	4,450	(700)	3,750
Public Notices	7,000	(285)	6,715
Travel & Training	400	(225)	175
Miscellaneous	4,300	4,322	8,622
Postage	2,900	(683)	2,217
Payroll Taxes	700	31	731
Office Supplies	600	(463)	137
Membership Dues	900	(167)	733
Professional Services	-	9,292	9,292

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:

ABSENT:

The Chairman declared the ordinance adopted on this, the 17th day of December 2020.

Chairman

Vice Chairman or Secretary

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION
AMENDED BUDGET FOR YEAR 2020

	2019	2020	Current Year		2020	2020	2020	2020	Upcoming Year	
	Actual	Original Budget	2020 Budget Amendment	2020 Amended Budget #2	Actual Year-to-Date as of November 2020	Estimated Remaining for Year	Projected Actual Result at Year End	% Change Last Adopted Budget vs. Projected Actual Result at Year End	2020 Amended Budget	2020 % Change Projected Actual Result at Year End vs. Adopted Budget
							[G + H]	[F / I - 1]		[I / L - 1]
REVENUES										
Charges for services	\$ 33,263	\$ 25,000	\$ -	\$ 25,000	\$ 21,356	\$ 3,644	\$ 25,000	0.0%	\$ 25,000	0.0%
Interest	176	120	-	120	117	3	120	0.0%	120	0.0%
Total Revenues	33,439	25,120	-	25,120	21,473	3,647	25,120	0.0%	25,120	0.0%
SUMMARY OF EXPENDITURES										
Personal Services										
Board Member Per Diem Payments	4,150	4,450	(700)	3,750	3,400	350	3,750	0.0%	3,750	0.0%
Payroll Tax Expenses	317	700	31	731	581	150	731	0.0%	731	0.0%
Total Personal Services	4,467	5,150	(669)	4,481	3,981	500	4,481	0.0%	4,481	0.0%
Supplies and Materials										
Office Supplies	500	600	(463)	137	137	-	137	0.0%	137	0.0%
Meetings and Public Notices	5,385	7,000	(285)	6,715	5,709	1,006	6,715	0.0%	6,715	0.0%
Postage	3,016	2,900	(683)	2,217	1,962	255	2,217	0.0%	2,217	0.0%
Total Supplies and Materials	8,901	10,500	(1,431)	9,069	7,808	1,261	9,069	0.0%	9,069	0.0%
Other Services and Charges										
Audit fees	2,500	2,750	-	2,750	2,750	-	2,750	0.0%	2,750	0.0%
Insurance	500	500	-	500	500	-	500	0.0%	500	0.0%
Membership Dues	733	900	(167)	733	733	-	733	0.0%	733	0.0%
Bank Charges	425	360	-	360	330	30	360	0.0%	360	0.0%
Miscellaneous	154	4,300	4,322	8,622	4,197	4,425	8,622	0.0%	8,622	0.0%
Professional Services	-	-	9,292	9,292	292	9,000	9,292	0.0%	9,292	0.0%
Training	3,544	400	(225)	175	175	-	175	0.0%	175	0.0%
Total Other Services and Charges	7,856	9,210	13,222	22,432	8,977	13,455	22,432	0.0%	22,432	0.0%
Total Expenses	21,224	24,860	11,122	35,982	20,766	15,216	35,982	0.0%	35,982	0.0%
SUMMARY OF FUND BALANCE										
Net change in fund balance	12,215	260	(11,122)	(10,862)	707	(11,569)	(10,862)		(10,862)	0.0%
Estimated Beginning Fund Balance	64,307	76,522	76,522	76,522	76,522	76,522	76,522	0.0%	65,660	-14.2%
Estimated Ending Fund Balance	\$ 76,522	\$ 76,782	\$ 65,400	\$ 65,660	\$ 77,229	\$ 64,953	\$ 65,660	0.0%	\$ 54,798	-16.5%

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION
PROPOSED BUDGET FOR YEAR 2021

	2021 Proposed Budget
REVENUES	
Charges for services	\$ 25,000
Interest	120
Total Revenues	<u>25,120</u>
SUMMARY OF EXPENDITURES	
Personal Services	
Board Member Per Diem Payments	5,850
Payroll Tax Expenses	900
Total Personal Services	<u>6,750</u>
Supplies and Materials	
Office Supplies	500
Meetings and Public Notices	6,500
Postage	2,500
Total Supplies and Materials	<u>9,500</u>
Other Services and Charges	
Audit fees	2,750
Insurance	500
Membership Dues	800
Bank Charges	360
Miscellaneous	9,350
Professional Services	10,000
Training	4,000
Total Other Services and Charges	<u>27,760</u>
Total Expenses	<u>44,010</u>
SUMMARY OF FUND BALANCE	
Net change in fund balance	(18,890)
Estimated Beginning Fund Balance	65,660
Estimated Ending Fund Balance	\$ 46,770

**HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION
PROPOSED BUDGET FOR YEAR 2021**

	2019 Actual	2020 Original Budget	2020 Last Adopted Budget	2020 Actual Year-to-Date as of November 2020	Current Year 2020 Estimated Remaining for Year	2020 Projected Actual Result at Year End	2020 % Change Last Adopted Budget vs. Projected Actual Result at Year End [F / I - I]	2021 Proposed Budget	Upcoming Year 2021 % Change Projected Actual Result at Year End vs. Adopted Budget [I / I - I]
REVENUES									
Charges for services	\$ 33,263	\$ 25,000	\$ 25,000	\$ 21,356	\$ 3,644	\$ 25,000	0.0%	\$ 25,000	0.0%
Interest	176	120	120	117	3	120	0.0%	120	0.0%
Total Revenues	33,439	25,120	25,120	21,473	3,647	25,120	0.0%	25,120	0.0%
SUMMARY OF EXPENDITURES									
Personal Services									
Board Member Per Diem Payments	4,150	5,850	3,750	3,400	350	3,750	0.0%	5,850	56.0%
Payroll Tax Expenses	317	900	731	581	150	731	0.0%	900	23.1%
Total Personal Services	4,467	6,750	4,481	3,981	500	4,481	0.0%	6,750	50.6%
Supplies and Materials									
Office Supplies	500	600	137	137	-	137	0.0%	500	265.0%
Meetings and Public Notices	5,385	5,000	6,715	5,709	1,006	6,715	0.0%	6,500	-3.2%
Postage	3,016	3,000	2,217	1,962	255	2,217	0.0%	2,500	12.8%
Total Supplies and Materials	8,901	8,600	9,069	7,808	1,261	9,069	0.0%	9,500	4.8%
Other Services and Charges									
Audit fees	2,500	2,750	2,750	2,750	-	2,750	0.0%	2,750	0.0%
Insurance	500	500	500	500	-	500	0.0%	500	0.0%
Membership Dues	733	900	733	733	-	733	0.0%	800	9.1%
Bank Charges	425	360	360	330	30	360	0.0%	360	0.0%
Miscellaneous	154	600	8,622	4,197	4,425	8,622	0.0%	9,350	8.4%
Professional Services	-	-	9,292	292	9,000	9,292	0.0%	10,000	0.0%
Training	3,544	4,400	175	175		175	0.0%	4,000	2185.7%
Total Other Services and Charges	7,856	9,510	22,432	8,977	13,455	22,432	0.0%	27,760	23.8%
Total Expenses	21,224	24,860	35,982	20,766	15,216	35,982	0.0%	44,010	22.3%
SUMMARY OF FUND BALANCE									
Net change in fund balance	12,215	260	(10,862)	707	(11,569)	(10,862)		(18,890)	73.9%
Estimated Beginning Fund Balance	64,307	76,522	76,522	76,522	76,522	76,522	0.0%	65,660	-14.2%
Estimated Ending Fund Balance	\$ 76,522	\$ 76,782	\$ 65,660	\$ 77,229	\$ 64,953	\$ 65,660	0.0%	\$ 46,770	-28.8%

DATE: December 17, 2020

MEMO TO: Becky Becnel
Houma-Terrebonne Regional Planning Commission

FROM: Rhonda Samanie
Terrebonne Parish Consolidated Government, Accountant

SUBJECT: 2020 Annual Audit Services

Quotes were obtained for the 2020 annual audit services in 2019 for the Houma-Terrebonne Regional Planning Commission & the bid was awarded to Martin & Pellegrin for a (3) three-year period.

- Martin and Pellegrin, CPA's (Houma, La) - \$2,750 (2019-2021)

If you have any questions, please give me a call @ 873-6733.

AUDIT PROPOSAL
FOR
HOUMA-TERREBONNE
REGIONAL PLANNING
COMMISSION

Name of Proposer's Firm:	Martin & Pellegrin CPAs (PC)
Address (Physical & Mailing):	103 Ramey Road Houma, LA 70360
Telephone Number:	(985) 851-3638
Fax Number:	(985) 851-3951
Contact Person:	Pernell J. Pellegrin, CPA
Proposed Audit Fee:	\$ 2,750 per year

**Martin
and
Pellegrin**

103 Ramey Road
Houma, Louisiana 70360

*Certified public Accountants
(A Professional Corporation)*

Ph. (985) 851-3638
Fax (985) 851-3951

November 6, 2019

To the Board of Commissioners
Houma-Terrebonne Regional Planning Commission
Houma, Louisiana

Dear Sirs:

Please accept this document as our Firm's proposal to serve as independent auditors for Houma-Terrebonne Regional Planning Commission for the primary purpose of reporting on the Commission's financial statements for the years ending December 31, 2019, 2020, and 2021.

The audit will be performed in accordance with generally accepted auditing standards as promulgated by the American Institute of Certified Public Accountants. There are no scope limitations as related to the performance of this audit by our firm. The audit will be performed in a timely manner as required by state statute.

Our firm has the necessary governmental audit experience and is kept abreast of current auditing and reporting requirements. The firm, as well as both of its partners, is licensed to practice public accounting in the State of Louisiana. Our firm is independent, as defined by generally accepted auditing standards, as related to your Commission. Since inception, the firm has no record of substandard audit work and has not engaged in any unethical practices. The firm has met all applicable peer review and continuing professional education requirements. A copy of the Firm's most recent peer review is enclosed.

Our firm is a local firm whose partners are members of the American Institute of Certified Public Accountants and the Society of Louisiana Certified Public Accountants. The firm offers accounting, data processing, review, auditing, tax, computer consulting, and business consulting services to its clients.

No disciplinary action has been taken against our firm by the American Institute of Certified Public Accountants, any state board of accountancy, any state or federal grantor, any state society of certified public accountants, or any other regulatory body. Neither of the two partners nor any firm employees has ever been the subject of any past, present, or anticipated administrative, criminal, or civil action alleging breach of contract or a violation of any federal, state, or local law. The partners and firm employees have never been convicted of a felony, pleaded nolo contendere to a felony charge, or been held liable in a civil action by final judgment involving a violation of any federal, state, or local law, or been the subject of a material

complaint or other legal proceeding. No partner or firm employee is subject to any effective injunctive or restrictive order or decree relating to the performance of a service contract.

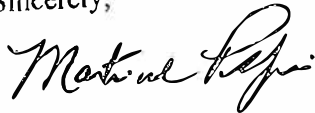
The firm does not discriminate on the basis of race, color, religion, sex, national origin, veterans' status, political affiliation, disability, sexual orientation, or any other matter relating to employment.

Our proposed fees are based on the estimated hours to complete the engagement. We propose an audit fee of \$ 2,750 per year. Please note that there has been no fee increase for the last three years and we commit to no fee increase for the next three year period.

This engagement will be the responsibility of Pernell J. Pellegrin, our audit partner who has 34 years experience in private industry, governmental, and non-profit auditing.

If selected, we will hold the Houma-Terrebonne Regional Planning Commission engagement in high regard and assure that you will receive the quality service expected. We would be pleased to discuss this proposal at your convenience. Please feel free to call Mr. Pellegrin at 851-3638 if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Martin and Pellegrin". The signature is written in a cursive, flowing style.

Martin and Pellegrin CPAs (PC)

Martin and Pellegrin, CPA's (PC)
Firm History

Richard Martin, a lifelong resident of Terrebonne Parish, opened a public accounting practice in Houma in 1986 after working for a large national accounting firm. In 1989, Pernell Pellegrin, who was working for a large national accounting firm at the time, joined Mr. Martin, and to this date they remain the only partners of the firm. The firm has enjoyed tremendous growth since inception and now ranks as one of the larger firms in the Houma - Terrebonne area.

Our office is located on Ramey Road, off of Tunnel Boulevard, in one of Houma's busiest and more rapidly growing areas.

Professional Capacity of Firm

The following is a summary of firm personnel:

<u>Category</u>	<u>Number</u>	<u>Experience</u>
Partner	2	68
Other audit staff	10	90
Paraprofessional/Clerical	<u>3</u>	<u>40</u>
Total professional staff	<u><u>15</u></u>	<u><u>198</u></u>

See next page for related audit experience.

Governmental and Non-Profit Audits

The following is a sample of governmental and non-profit audit clients:

District Attorney for the 32nd Judicial District 2000-2018

Houma-Terrebonne Airport Commission -- 1990-2018

Houma-Terrebonne Planning Commission -- 1998-2012, 2016-2018

Houma Area Convention and Visitors Bureau -- 1998-2018

Terrebonne Recreation District No. 3 -- 2004-2018

Terrebonne Communications District -- 2004-2014

Houma Firemen Pension and Relief Fund -- 2004-2018

Terrebonne Port Commission -- 2007-2018

Terrebonne Economic Development Authority -- 2007-2013, 2016-2018

River Parishes Convention & Visitor's Bureau -- 2007-2019

Terrebonne Veterans' Memorial District -- 2011-2018

Bayou Cane Fire District -- 2012-2018

Bayou Lafourche Freshwater District -- 2016-2018

Town of Lockport - 2019

United Way for St Charles 2005-2019

United Way for South Louisiana 2005-2018

Options for Independence 2005-2019

Bayouland Families Helping Families 2005-2019

The Haven 2005-2019

Bayou Council Behavioral Health Services 2005-2019

Bayou Community Academy Charter School -- 2012-2019



ERICKSEN KRENTEL
CERTIFIED PUBLIC ACCOUNTANTS • CONSULTANTS

Report on the Firm's System of Quality Control

November 21, 2017

To the Partners of Martin and Pellegrin, CPAs (APC)
and the Peer Review Committee of the Louisiana Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Martin and Pellegrin, CPAs (APC) (the firm) in effect for the year ended March 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act; and an audit of an employee benefit plan.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.



ERICKSEN KRENTEL
CERTIFIED PUBLIC ACCOUNTANTS • CONSULTANTS

Martin and Pellegrin, CPAs (APC)

November 21, 2017

Page 2

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Martin and Pellegrin, CPAs (APC) in effect for the year ended March 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Martin and Pellegrin, CPAs (APC) has received a peer review rating of *pass*.

Erickson Krentel, LLP

Certified Public Accounts

Rhonda Samanie

From: Pernell Pellegrin [ppellegrin@martinandpellegrin.com]
Sent: Thursday, November 07, 2019 8:43 AM
To: Rhonda Samanie
Cc: bpellegrin@martinandpellegrin.com
Subject: RE: 2019 Annual Audit (Houma-Terrebonne Regional Planning Commission)
Attachments: Audit Proposal.pdf

Good morning Rhonda!!

I hope all is good today.

Attached please find our firm's proposal to perform the Planning Commission's audit. I have prepared a three year bid, with no increase in fee throughout the three years.

Thanks!

Pernell
Martin and Pellegrin, CPAs (PC)
985-851-3638

From: Rhonda Samanie <rsamanie@tpcg.org>
Sent: Tuesday, November 05, 2019 12:03 PM
To: Pernell Pellegrin <ppellegrin@martinandpellegrin.com>
Subject: RE: 2019 Annual Audit (Houma-Terrebonne Regional Planning Commission)

Yes, That would be awesome! Thanks

From: Pernell Pellegrin [mailto:ppellegrin@martinandpellegrin.com]
Sent: Tuesday, November 05, 2019 11:12 AM
To: Rhonda Samanie
Subject: RE: 2019 Annual Audit (Houma-Terrebonne Regional Planning Commission)

Thanks Rhonda:

I hope all is good today.

I will prepare a quote and forward to you.

Is it possible for me to do a three year quote where the fee does not increase during the three year period?

Thanks!

Pernell J. Pellegrin, CPA
Martin and Pellegrin, CPAs (PC)
985-851-3638

From: Rhonda Samanie <rsamanie@tpcg.org>
Sent: Monday, November 04, 2019 8:00 AM

To: Pernell Pellegrin <ppellegrin@martinandpellegrin.com>
Cc: Becky Becnel <bbecnel@tpcg.org>
Subject: 2019 Annual Audit (Houma-Terrebonne Regional Planning Commission)

Good morning Pernell,

We are in the process of getting Proposals to perform the 2019 Annual Audit for the Houma-Terrebonne Regional Planning Commission. If you would like to submit a Proposal, please provide a quote for the price of the audit and some detail of the services that will be provided.

If you have any questions, please contact me.

Thank you.

*Rhonda Samanie
Budget Assistant-Finance Dept.
Terrebonne Parish Consolidated Government
Phone (985) 873-6733
Fax (985) 873-6457
Email rsamanie@tpcg.org*

mailed
1-17-20

**Martin
and
Pellegrin**

103 Ramsey Road
Houma, Louisiana 70360

*Certified Public Accountants
(A Professional Corporation)*

Ph. (985) 851-3638
Fax (985) 851-3951

January 2, 2020

Board of Commissioners
Houma-Terrebonne Regional Planning Commission
8026 Main Street, Suite 301
Houma, Louisiana 70360

The following represents our understanding of the services we will provide Houma-Terrebonne Regional Planning Commission. You have requested that we audit the financial statements of the governmental activities and each major fund of Houma-Terrebonne Regional Planning Commission, as of December 31, 2019, 2020, and 2021 and for the years then ended and the related notes to the financial statements, which collectively comprise Houma-Terrebonne Regional Planning Commission's basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on each opinion unit.

Accounting standards generally accepted in the United States of America provide for certain required supplemental information (RSI), such as management discussion and analysis (MD&A), to be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

1. Management's Discussion and Analysis
2. Budgetary Comparison Schedule

Supplementary information other than RSI will accompany Houma-Terrebonne Regional Planning Commission's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements

themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

1. Schedule of Compensation, Benefits, and Other Payments to the Chief Executive Officer.

The Objective of an Audit

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in accordance with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that Houma-Terrebonne Regional Planning Commission is subject to an audit requirement that is not encompassed in the terms of engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in the *Government Auditing Standard* may not satisfy the relevant legal, regulatory, or contractual requirements.

General Audit Procedures

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) in accordance with Government Auditing Standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Internal Control Audit Procedures

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS Government Auditing Standards.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

Compliance with Laws and Regulations

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Houma-Terrebonne Regional Planning Commission's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c. To provide us with:
 - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, and other matters;
 - ii. Additional information that we may request from management for the purpose of the audit; and
 - iii. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
- d. For including the auditor's report in any document containing financial statements that indicates that such financial statements have been audited by the entity's auditor;
- e. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities; and
- f. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the

supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit.

Reporting

We will issue a written report upon completion of our audit of Houma-Terrebonne Regional Planning Commission's basic financial statements. Our report will be addressed to the governing body of Houma-Terrebonne Regional Planning Commission. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

We also will issue a written report on internal control related to the financial statements and compliance with the laws, regulations, contracts, and grant agreements at the completion of our audit.

Other

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Provisions of Engagement Administration, Timing and Fees

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

Pernell Pellegrin is the engagement partner for the audit services specified in this letter. His responsibilities include supervising Martin and Pellegrin, CPAs services performed as part of this engagement and signing the audit report.

Our fees for these services will be \$2,750 per year. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

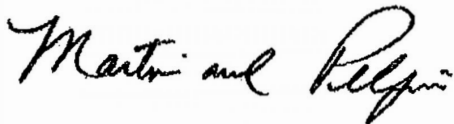
The audit documentation for this engagement is the property of Martin and Pellegrin, CPAs and constitutes confidential information. However, we may be requested to make certain audit documentation available to appropriate individuals pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Martin and Pellegrin, CPAs's personnel. Furthermore, upon request, we may provide copies of selected audit

documentation to the aforementioned party. This party may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,



Martin and Pellegrin, CPAs

RESPONSE:

This letter correctly sets forth our understanding.

Houma-Terrebonne Regional Planning Commission

Acknowledged and agreed on behalf of Houma-Terrebonne Regional Planning Commission by:



Title: Chairman

Date: January 16, 2020

Rhonda Samanie

From: Pernell Pellegrin [ppellegrin@martinandpellegrin.com]
Sent: Thursday, January 02, 2020 9:34 AM
To: Rhonda Samanie
Cc: Becky Becnel
Subject: RE: 2019 Annual Audit
Attachments: Engagement Letter.pdf

Good morning Rhonda:

I hope all is good today and that you had a great holiday season.

That is awesome news! Thank you.

Attached please find the engagement letter for the Planning Commission's 2019, 2020, and 2021 audits. Please have the last page signed and return to me. Upon receipt I will forward to the Louisiana Legislative Auditor office for the required approval.

Thanks!

Pernell J. Pellegrin, CPA
Martin and Pellegrin, CPAs (PC)
985-851-3638

From: Rhonda Samanie <rsamanie@tpcg.org>
Sent: Thursday, January 02, 2020 8:37 AM
To: Pernell Pellegrin <ppellegrin@martinandpellegrin.com>
Cc: Becky Becnel <bbecnel@tpcg.org>
Subject: 2019 Annual Audit

Goof Morning Pernell,

I am pleased to inform you that your firm was chosen to prepare the 2019, 2020 & 2021 audit for the Houma Terrebonne Regional Planning Commission.

Thank you.

*Rhonda Samanie
Budget Assistant-Finance Dept.
Terrebonne Parish Consolidated Government
Phone (985) 873-6733
Fax (985) 873-6457
Email rsamanie@tpcg.org*

MINUTES
HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)
MEETING OF DECEMBER 19, 2019

- A. The Chairman, Dr. L.A. “Budd” Cloutier, Jr., called to order the regular meeting of December 19, 2019 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 6:07 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by him and the Pledge of Allegiance led by Mr. Kyle Faulk.
- B. Upon Roll Call, present were: Mr. Joseph “Joey” Cehan; Dr. L.A. “Budd” Cloutier, Jr., Chairman; Mr. Kyle Faulk; Mr. Robbie Liner; Mr. Phillip Livas; Mr. Barry Soudelier; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Mrs. Angi Falgout, Secretary/Treasurer and Mr. Keith Kurtz. Also present was Mr. Christopher Pulaski, Director, Department of Planning & Zoning, Mr. Laddie Freeman, Legal Advisor, and Ms. Joan Schexnayder, TPCG Engineering Division.
- C. **CONFLICTS DISCLOSURE:** The Chairman reminded the Commissioners that if at any time tonight, a conflict of interest exists, arises or is recognized, as to any issue during this meeting, he or she should immediately disclose it, and is to recuse him or herself from participating in the debate, discussion, and voting on that matter.
- D. **ACCEPTANCE OF MINUTES:**
1. Mr. Livas moved, seconded by Mr. Faulk: “THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of November 21, 2019.”
- The Chairman called for a vote on the motion offered by Mr. Livas. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Faulk, Mr. Liner, Mr. Livas, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout & Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Mr. Cehan moved, seconded by Mr. Liner: “THAT the HTRPC emit payment for the December 19, 2019 invoices and approve the Treasurer’s Report of November 2019.”
- The Chairman called for a vote on the motion offered by Mr. Cehan. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Faulk, Mr. Liner, Mr. Livas, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout & Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
1. Mr. Cehan moved, seconded by Mr. Soudelier: “THAT the HTRPC accept and approve the proposed 2020 Budget as submitted.”
- The Chairman called for a vote on the motion offered by Mr. Cehan. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Faulk, Mr. Liner, Mr. Livas, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout & Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **ANNUAL ORGANIZATIONAL MEETING:**
1. The Chairman discussed the proposals received to perform the 2019 audit. He spoke highly of Martin and Pellegrin who have always attended the meetings to present the audit to the Commission. Martin & Pellegrin, CPA’s submitted a proposal for 3 years.
- a) Mr. Thibodeaux moved, seconded by Mr. Faulk: “THAT the HTRPC accept and approve Martin & Pellegrin, CPAs, proposal to perform the Commission’s audit for three years (2019, 2020, & 2021) at a cost of \$2,750.00.”
- The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Faulk, Mr. Liner, Mr. Livas, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout & Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
2. The Chairman stated the next item on the agenda was Election of Officers for 2020.
- a) Mr. Cehan nominated Mr. Kyle Faulk for the position of Chairman.
- (1) Mr. Cehan moved, seconded by Mr. Livas: “THAT the nominations for the position of Chairman be closed and Kyle Faulk be elected as Chairman by acclamation.”
- The Chairman called for a vote on the motion offered by Mr. Cehan. THERE WAS RECORDED: YEAS: Mr. Cehan, Mr. Faulk, Mr. Liner, Mr. Livas, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None;

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

☐ Variance(s) (detailed description):

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

1. Name of Subdivision: Tracts "A", "B", "C" AND "D", a redivision of property belonging to Patricia A. Lebeouf et al
2. Developer's Name & Address: Patricia A. Lebeouf 1413 Hwy. 55 Montegut, LA 70377
Patricia A. Lebeouf 1413 Hwy. 55 Montegut, LA 70377
*Owner's Name & Address: Therese L. Robert P.O. Box 59 Montegut, LA 70377
[* 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: 1534 Dr. Beatrous Road
5. Location by Section, Township, Range: SECTION 58, T19S-R17E
6. Purpose of Development: CREATE MULTIPLE TRACTS FOR SALE
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: DATE: 9/29/2020 SCALE: 1"=50'
11. Council District: 7 Babin / Bayou Duharge Fire
12. Number of Lots: 4
13. Filing Fees: \$32380

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


KENETH L. REMBERT

Print Applicant or Agent

10/27/2020

Date


Signature of Applicant or Agent

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 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.

PATRICIA A. LEBEOUF

Print Name of Signature

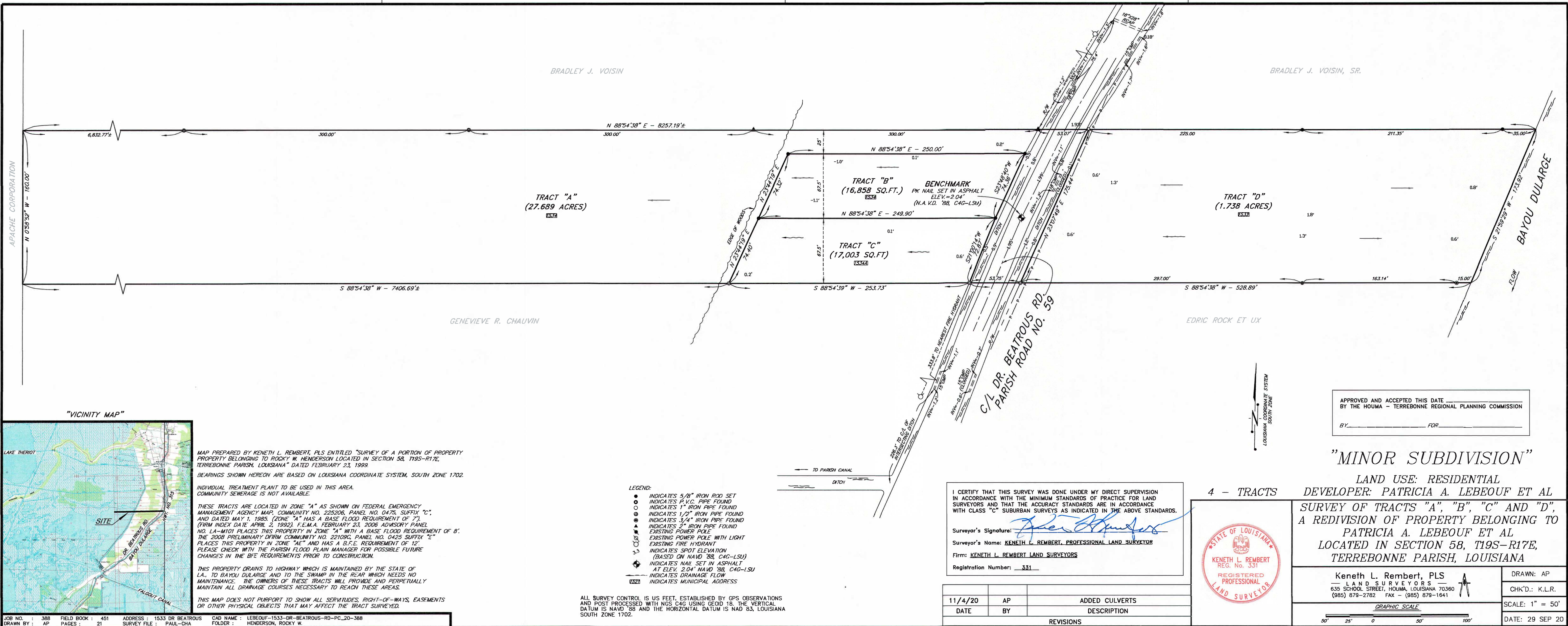
10/27/2020

Date


Signature

PC20/ 11 - 3 - 41

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:

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

☒ Variance(s) (detailed description): Variance from the 250' requirement for the fire hydrant location. The fire hydrant is located 265.6' which is within the allowable 10% difference.

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

- Name of Subdivision: Map Showing the Division of Property belonging to Claridell Romagos
- Developer's Name & Address: Claridell Romagos 518 Main Project Road Schriever, LA 70395
*Owner's Name & Address: Claridell Romagos 518 Main Project Road Schriever, LA 70395
[* 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: 208 Horseshoe Road Schriever, LA 70395
- Location by Section, Township, Range: Section 72, T15S-R16E
- Purpose of Development: To create 2 Lots along Horseshoe Road
- 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
- Date and Scale of Map: November 2, 2020 / Scale = 1" = 60'
- Council District: _____
- Number of Lots: 2
- Filing Fees: _____

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

Alisa Champagne

Print Applicant or Agent

November 2, 2020

Date

[Signature]
Signature of Applicant or Agent

The undersigned certifies: GR 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.

Claridell Romagos

Print Name of Signature

11/2/20

Date

[Signature]
Signature

NOTE: BEARINGS INDICATED HEREON ARE
BASED ON THE REFERENCED SURVEY MAP(S).

GENERAL NOTES:

NOTE: This map does not purport to show all
servitudes, restrictive covenants and/or right of
ways 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 "C",
as shown on the F.E.M.A. Flood Insurance Rate Map
dated May 1, 1985. (Map No. 225206 0415 C)

Reference Map: "PLAT SHOWING LOT TO BE SOLD BY
MAGNA OIL CO. TO CARL H. MALONE, BEING A
PORTION OF LOT 10 OF TERREBONNE PROJECT LA
12, U.S. DEPARTMENT OF AGRICULTURE" prepared
by Carl Heck Engineers, Inc. dated September 17,
1969 and recorded at entry no. 369503.

NOTE: This property shall utilize the Terrebonne
Parish maintained roadside ditch along Horseshoe
Road for sewer discharge as indicated by the
drainage arrows shown hereon. The property owner
shall maintain all necessary private drainage
structures to said discharge destination.

Approved and accepted this date _____
by the Houma Terrebonne Regional Planning Commission

By: _____ For: _____

MAP SHOWING THE DIVISION OF PROPERTY BELONGING TO CLARIDELL RAMAGOS LOCATED IN SECTION 72, T15S-R16E, TERREBONNE PARISH, LOUISIANA

SCALE: 1" = 60'

2 NOVEMBER 2020

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

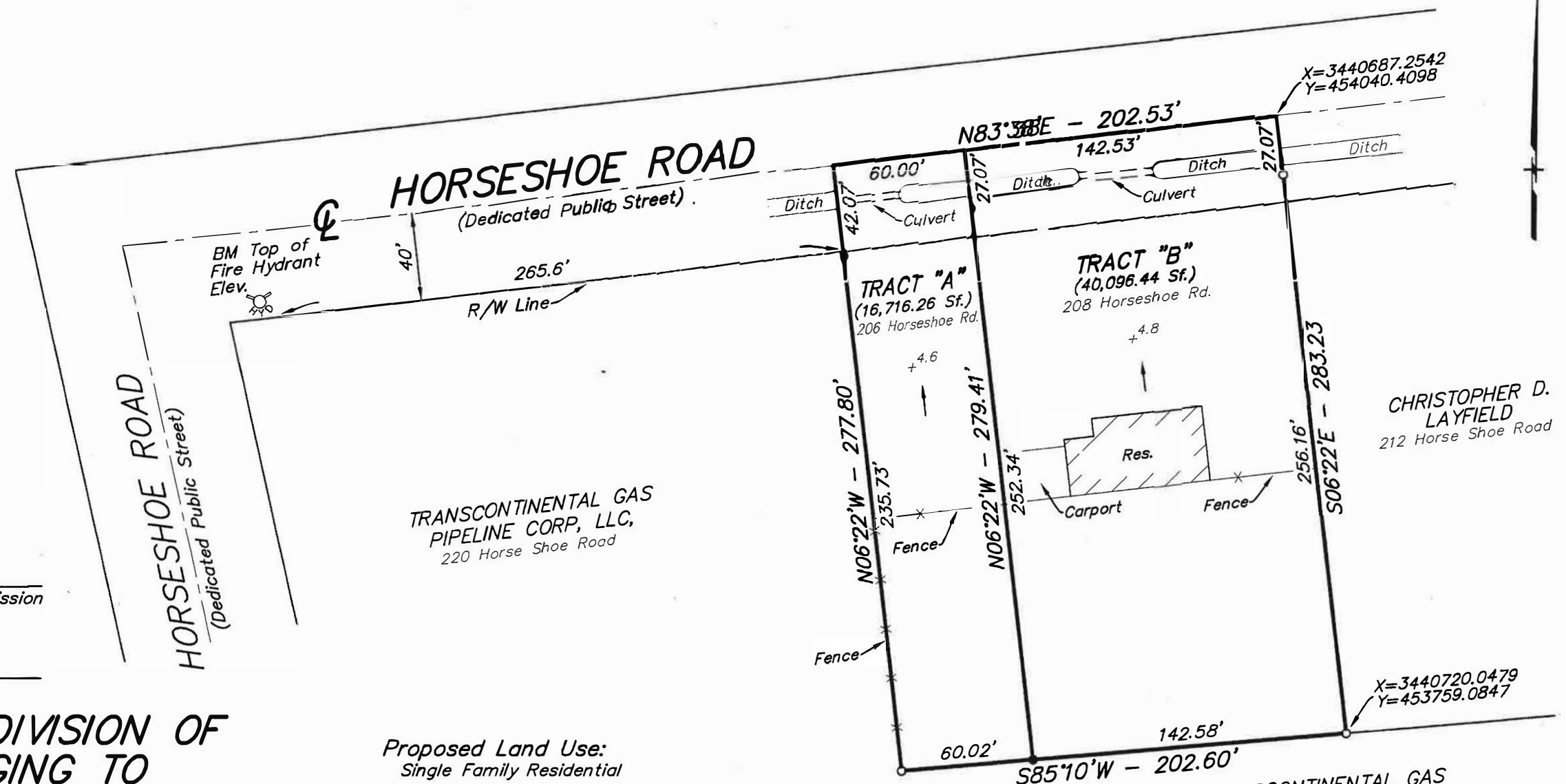
CAD #6530

REG. P.L.S. No. 3402

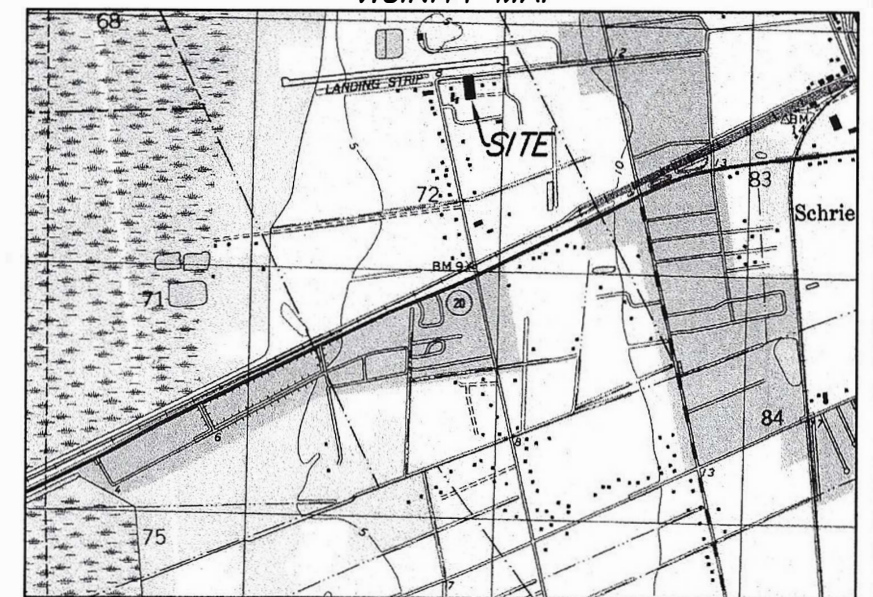
Proposed Land Use:
Single Family Residential

LEGEND

- Indicates 1" Pipe Fd.
Unless Noted
- Indicates 1/2" Pipe Set
Unless Noted
- Indicates Drainage Flow
- ⊗ Indicates Fire Hydrant
- +0.0 Indicates Natural Ground Elevation



TRANSCONTINENTAL GAS
PIPELINE CORP, LLC,
VICINITY MAP



Houma-Tenobonne 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
C. ☐ Major Subdivision
☐ Conceptual
☐ Preliminary
☐ Engineering
☐ Final
- B. ☐ Mobile Home Park
☐ Residential Building Park
☐ Conceptual/Preliminary
☐ Engineering
☐ Final
- D. ☒ Minor Subdivision

☐ Variance(s) (detailed description): _____

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
*Owner's Name & Address: Gail Thibodaux, 618 Main Project Rd., Schriever, LA 70395
[* All owners must be listed, attach additional sheet if necessary]
3. Name of Surveyor, Engineer, or Architect: Leonard Chauvin PE, PLS, Inc., 627 Jackson St., Thibodaux, LA 70301

SITE INFORMATION:

4. Physical Address: Lot on the southside of 622 Main Project Road, Schriever, LA 70395
5. Location by Section, Township, Range: Section 86 & 87, T15S-R16E & Section 70 & 8, T16S-R16E
6. Purpose of Development: Create New Lot of Record
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: 1"=100' 11/16/20
11. Council District: District 4 Amedee / Schriever Fire
12. Number of Lots: 2
13. Filing Fees: \$180.60

I, Jeremy Shaw, certify this application including the attached date to be true and correct.

Jeremy Shaw
Print Applicant or Agent

Date

11/23/2020

[Signature]
Signature of Applicant or Agent

The undersigned certifies: J.S. 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.

Gail Gros Thibodaux
Print Name of Signature

11-20-20

Gail Gros Thibodaux
Signature

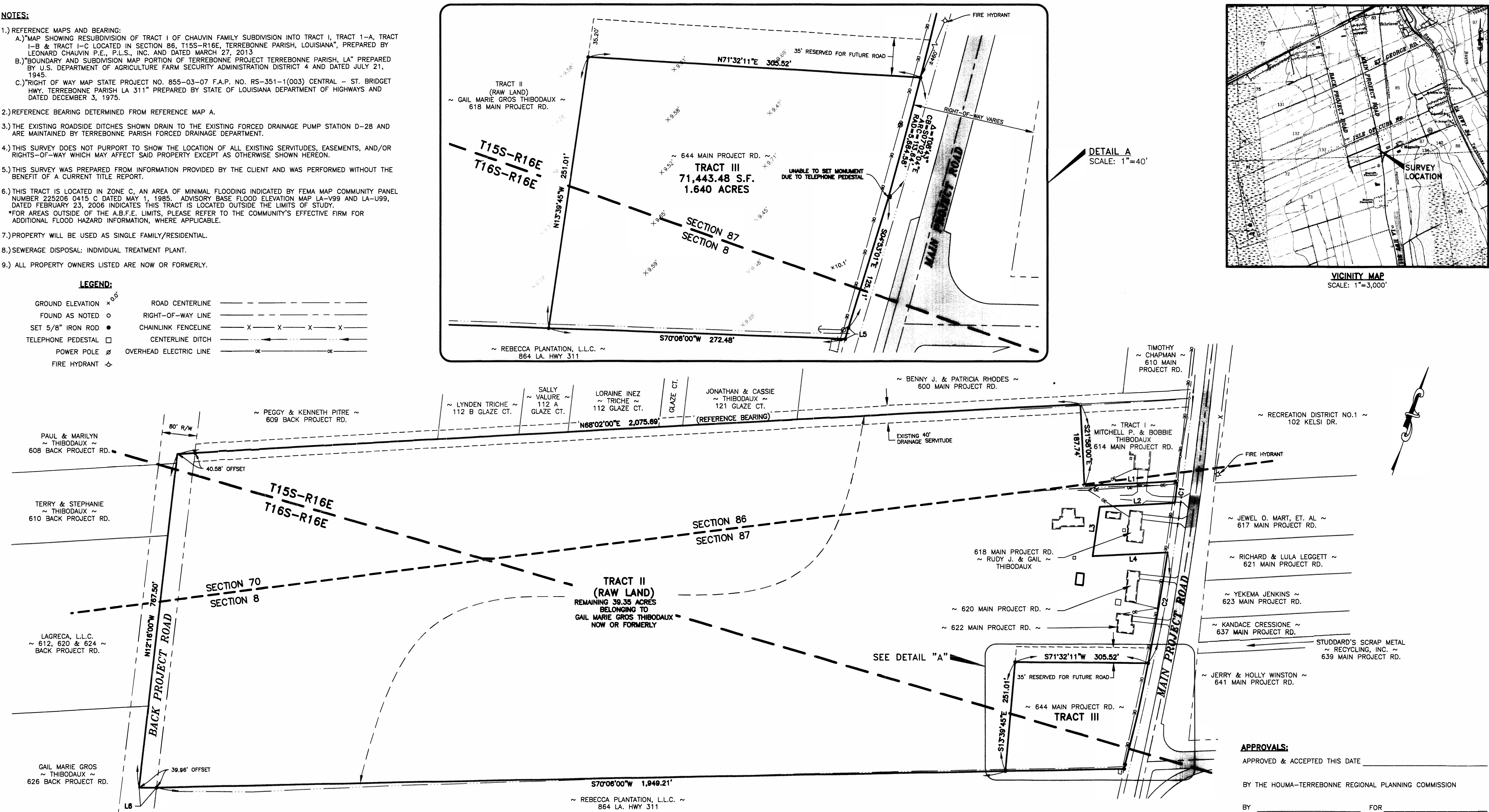
PC20/ 12 - 1 - 45

NOTES:

- 1.) REFERENCE MAPS AND BEARING:
A.) "MAP SHOWING RESUBDIVISION OF TRACT I OF CHAUVIN FAMILY SUBDIVISION INTO TRACT I, TRACT 1-A, TRACT 1-B & TRACT 1-C LOCATED IN SECTION 86, T15S-R16E, TERREBONNE PARISH, LOUISIANA", PREPARED BY LEONARD CHAUVIN P.E., P.L.S., INC. AND DATED MARCH 27, 2013
B.) "BOUNDARY AND SUBDIVISION MAP PORTION OF TERREBONNE PROJECT TERREBONNE PARISH, LA" PREPARED BY U.S. DEPARTMENT OF AGRICULTURE FARM SECURITY ADMINISTRATION DISTRICT 4 AND DATED JULY 21, 1945.
C.) "RIGHT OF WAY MAP STATE PROJECT NO. 855-03-07 F.A.P. NO. RS-351-1(003) CENTRAL - ST. BRIDGET HWY. TERREBONNE PARISH LA 311" PREPARED BY STATE OF LOUISIANA DEPARTMENT OF HIGHWAYS AND DATED DECEMBER 3, 1975.
- 2.) REFERENCE BEARING DETERMINED FROM REFERENCE MAP A.
- 3.) THE EXISTING ROADSIDE DITCHES SHOWN DRAIN TO THE EXISTING FORCED DRAINAGE PUMP STATION D-28 AND ARE MAINTAINED BY TERREBONNE PARISH FORCED DRAINAGE DEPARTMENT.
- 4.) THIS SURVEY DOES NOT PURPORT TO SHOW THE LOCATION OF ALL EXISTING SERVITUDES, EASEMENTS, AND/OR RIGHTS-OF-WAY WHICH MAY AFFECT SAID PROPERTY EXCEPT AS OTHERWISE SHOWN HEREON.
- 5.) THIS SURVEY WAS PREPARED FROM INFORMATION PROVIDED BY THE CLIENT AND WAS PERFORMED WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT.
- 6.) THIS TRACT IS LOCATED IN ZONE C, AN AREA OF MINIMAL FLOODING INDICATED BY FEMA MAP COMMUNITY PANEL NUMBER 225206 0415 C DATED MAY 1, 1985. ADVISORY BASE FLOOD ELEVATION MAP LA-V99 AND LA-U99, DATED FEBRUARY 23, 2006 INDICATES THIS TRACT IS LOCATED OUTSIDE THE LIMITS OF STUDY.
"FOR AREAS OUTSIDE OF THE A.B.F.E. LIMITS, PLEASE REFER TO THE COMMUNITY'S EFFECTIVE FIRM FOR ADDITIONAL FLOOD HAZARD INFORMATION, WHERE APPLICABLE."
- 7.) PROPERTY WILL BE USED AS SINGLE FAMILY/RESIDENTIAL.
- 8.) SEWERAGE DISPOSAL: INDIVIDUAL TREATMENT PLANT.
- 9.) ALL PROPERTY OWNERS LISTED ARE NOW OR FORMERLY.

LEGEND:

GROUND ELEVATION	x 0.0'	ROAD CENTERLINE	---
FOUND AS NOTED	o	RIGHT-OF-WAY LINE	---
SET 5/8" IRON ROD	•	CHAINLINK FENCELINE	-X-X-X-X-
TELEPHONE PEDESTAL	□	CENTERLINE DITCH	--->---<---
POWER POLE	⊗	OVERHEAD ELECTRIC LINE	---oe---oe---
FIRE HYDRANT	⊕		



ERTIFICATION:

THIS IS TO CERTIFY THAT THIS SURVEY WAS DONE BY ME OR UNDER MY DIRECT SUPERVISION AND CONTROL, THAT THE SURVEY WAS DONE ON THE GROUND AND WAS DONE IN ACCORDANCE WITH THE MOST RECENT STANDARDS OF PRACTICE FOR LAND SURVEYORS AS SET FORTH BY THE STATE OF LOUISIANA, BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND THAT THE ACCURACY SPECIFICATION AND POSITIONAL TOLERANCES ARE IN ACCORDANCE WITH CLASS "D" SURVEYS INDICATED IN THE ABOVE STANDARDS.

PRELIMINARY DOCUMENT:

THIS MAP WAS PREPARED FOR INFORMATIONAL PURPOSES AND REVIEW ONLY, FOR SUBMITTAL TO THE HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION. THE PRELIMINARY DOCUMENT SHALL NOT BE USED FOR CONSTRUCTION, BIDDING, RECORDATION, CONVEYANCE, SALES, OR AS THE BASIS FOR THE ISSUANCE OF A PERMIT.

LINE AND CURVE TABLE							
LINE/CURVE NO.	BEARING	LENGTH	ARC LENGTH	DELTA	RADIUS	CRD. BEARING	CRD. LENGTH
L1	N68°02'00"E	213.62'					
L2	S68°00'59"W	172.29'					
L3	S10°47'52"E	114.13'					
L4	N68°07'24"E	172.20'					
L5	S6°12'56"E	10.55'					
L6	S72°37'00"W	42.10'					
C1			50.83'	0°30'44"	5,684.58'	S11°36'52"E	50.83'
C2			257.70'	2°35'51"	5,684.58'	S8°54'21"E	257.88'

APPROVED:

JEREMY J. SHAW
REG. NO. 5182
LEONARD CHAUVIN P.E., P.L.S., INC.
CIVIL ENGINEER - LAND SURVEYOR
627 JACKSON ST. THIBODAUX, LA.
PHONE: (985) 448-1376

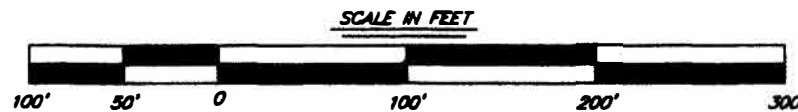
JEREMY J. SHAW
License No. 5182

APPROVALS:

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

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 WAUBUN, ST. GEORGE & ISLE OF CUBA PLANTATION SUBDIVISION LOCATED IN SECTIONS 86 & 87, T15S-R16E & SECTIONS 70 & 8, T16S-R16E TERREBONNE PARISH, LOUISIANA
DATE NOVEMBER 16, 2020



Houma-Iberrebonne Regional Planning Commission

P.O. Box 1446, Houma, Louisiana 70361
Ph. (985) 873-6793 - Fax (985) 580-8141

APPLICATION SUBDIVISION OF PROPERTY

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 ☐ Final
D. ☐ Minor Subdivision

Variance(s) (detailed description): _____

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

1. Name of Subdivision: Map Showing Lot Line Shift between Lots 29 thru 39, Block 7 of Addendum No. 3 to Roberta Grove Subdivision
2. Developer's Name & Address: Pastor Richard Way c/o Faith Baptist Church 4725 Grand Caillou Road Houma, LA 70363
 *Owner's Name & Address: Faith Baptist Church 4725 Grand Caillou Road Houma, LA 70363
 [* All owners must be listed, attach additional sheet if necessary]
3. Name of Surveyor, Engineer, or Architect: Charles L. McDonald, Land Surveyor, Inc.

SITE INFORMATION:

4. Physical Address: 1855-1895 Prospect Street
5. Location by Section, Township, Range: Sections 2 & 21, T17S-R18E and Sections 9, 10 & 105, T17S-R17E
6. Purpose of Development: To combine 11 lots into one lot of record.
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: October 5, 2020 / Scale = 1" = 100'
11. Council District: B Guidry / COH Five
12. Number of Lots: 1
13. Filing Fees: \$ 20145

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

Alisa Champagne

Print Applicant or Agent

November 24, 2020

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.

Pastor Richard Way

Print Name of Signature

11-24-2020

Date

Alisa Champagne

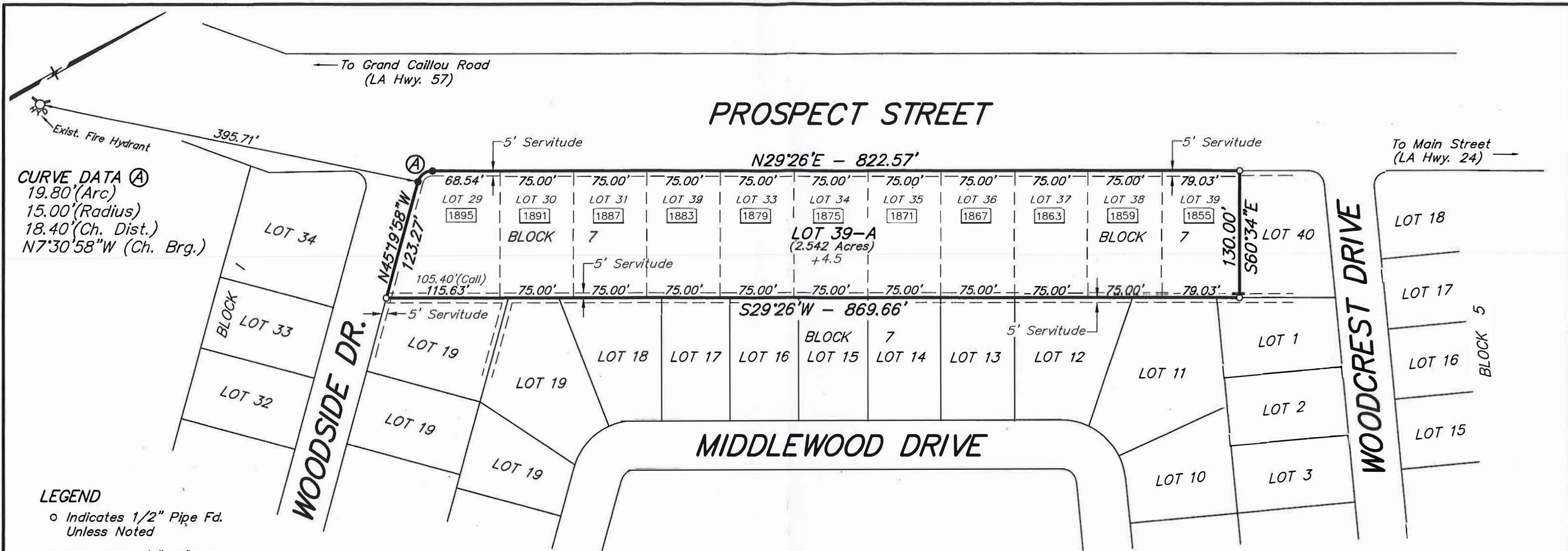
Signature of Applicant or Agent

Richard Way

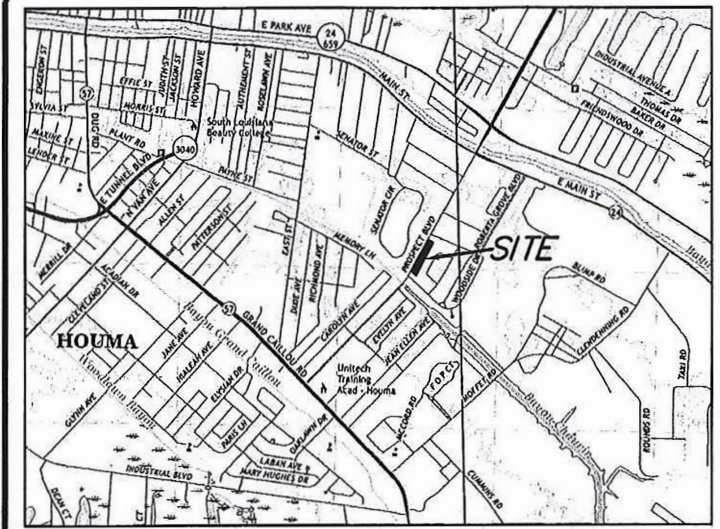
Signature

Revised 3/25/2010

PC20/ 12 - 2 - 46



- LEGEND**
- Indicates 1/2" Pipe Fd. Unless Noted
 - Indicates 1/2" Pipe Set Unless Noted
 - 0000 Indicates Address
 - +0.0 Indicates Ground Elevation



VICINITY MAP
 CAD # 6504

NOTE: BEARINGS INDICATED HEREON ARE BASED ON SURVEY MAP ENTITLED: "ADDENDUM No. 3 TO ROBERTA GROVE SUBDIVISION" prepared by DeFraithe & Associates, Inc. dated April 5, 1968 and recorded at entry no. 339552.

NOTE: This map does not purport to show all servitudes and/or right of ways which may affect this property.

NOTE: This property is situated within ZONE "A1", as shown on the F.E.M.A. Flood Insurance Rate Map dated May 1, 1985. (Map No. 225206 0255 C)

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.

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

BY: _____ FOR _____



MAP SHOWING LOT LINE SHIFT BETWEEN LOTS 29 THRU 39, BLOCK 7 OF ADDENDUM No. 3 TO ROBERTA GROVE SUBDIVISION LOCATED IN SEC.'S 2 & 21, T17S-R18E, SEC.'S 9, 10 & 105, T17S-R17E, TERREBONNE PARISH, LOUISIANA

SCALE: 1" = 100'

5 OCTOBER 2020

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

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

 Variance(s) (detailed description):

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

- Name of Subdivision: Henry J. Richard Subdivision
- Developer's Name & Address: Henry and Sharon Richard - P.O. Box 4035, Houma, LA, 70361
*Owner's Name & Address: Henry and Sharon Richard - P.O. Box 4035, Houma, LA, 70361
[* All owners must be listed, attach additional sheet if necessary]
- Name of Surveyor, Engineer, or Architect: GIS Engineering, LLC

SITE INFORMATION:

- Physical Address: 1851 Martin Luther King Blvd, Houma, LA 70360
- Location by Section, Township, Range: Sec. 3, T17S, R12E
- Purpose of Development: TPC6 Sewer Lift Station
- 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
- Date and Scale of Map: 10/15/2020 Scale = 1" = 40'
- Council District: 3 Michel / Bayou Canche Fire
- Number of Lots: 2
- Filing Fees: \$ 131.95

I, JOHN PLAISANCE, certify this application including the attached data to be true and correct.

JOHN PLAISANCE FOR GIS ENGINEERING, LLC
Print Applicant or Agent

John Plaisance
Signature of Applicant or Agent

12/1/2020
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 HJR 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.

Henry J. Richard
Print Name of Signature

Signature

12/4/2020
Date

PC20/ 12 - 3 - 47

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

☐ Variance(s) (detailed description): _____

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

1. Name of Subdivision: Summerfield Addendum No. 18, Phase A
Gadwall Properties, LLC
2. Developer's Name & Address: 182 Winter Quarters Dr., Houma, LA 70360
Gadwall Properties, LLC
- *Owner's Name & Address: 182 Winter Quarters Dr., Houma, LA 70360
[* All owners must be listed, attach additional sheet if necessary]
3. Name of Surveyor, Engineer, or Architect: Milford & Associates, Inc.

SITE INFORMATION:

4. Physical Address: Lancaster Drive
5. Location by Section, Township, Range: Sections 74, 82, and 103, T17S-R17E
6. Purpose of Development: Single-Family Residential Subdivision
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: 17 NOV 20 Scale 1" = 30'
11. Council District: 6 Guidry / COH Fire
12. Number of Lots: 6
13. Filing Fees: \$860.00

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

Floyd E. Milford, III
Print Applicant or Agent

19 NOV 20
Date

[Signature]
Signature of Applicant or Agent

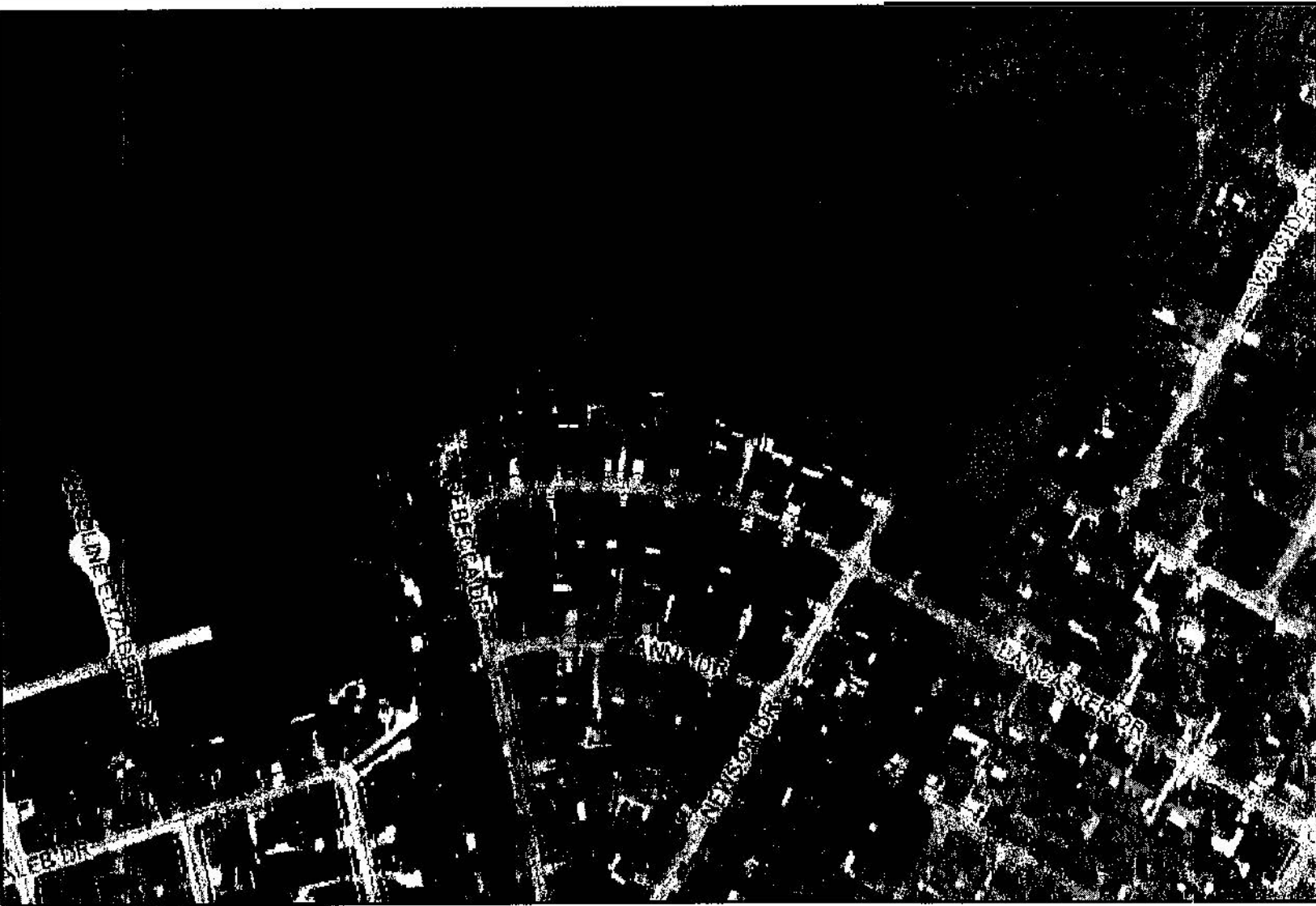
The undersigned certifies: ☐ 1) That he/she is the owner of the entire land included within the proposal, and concurs with the Application, or ☒ 2) That he/she has submitted with this Application a complete, true and correct listing of all of the owners of the entire land included within the proposal, 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 Daigle
Print Name of Signature

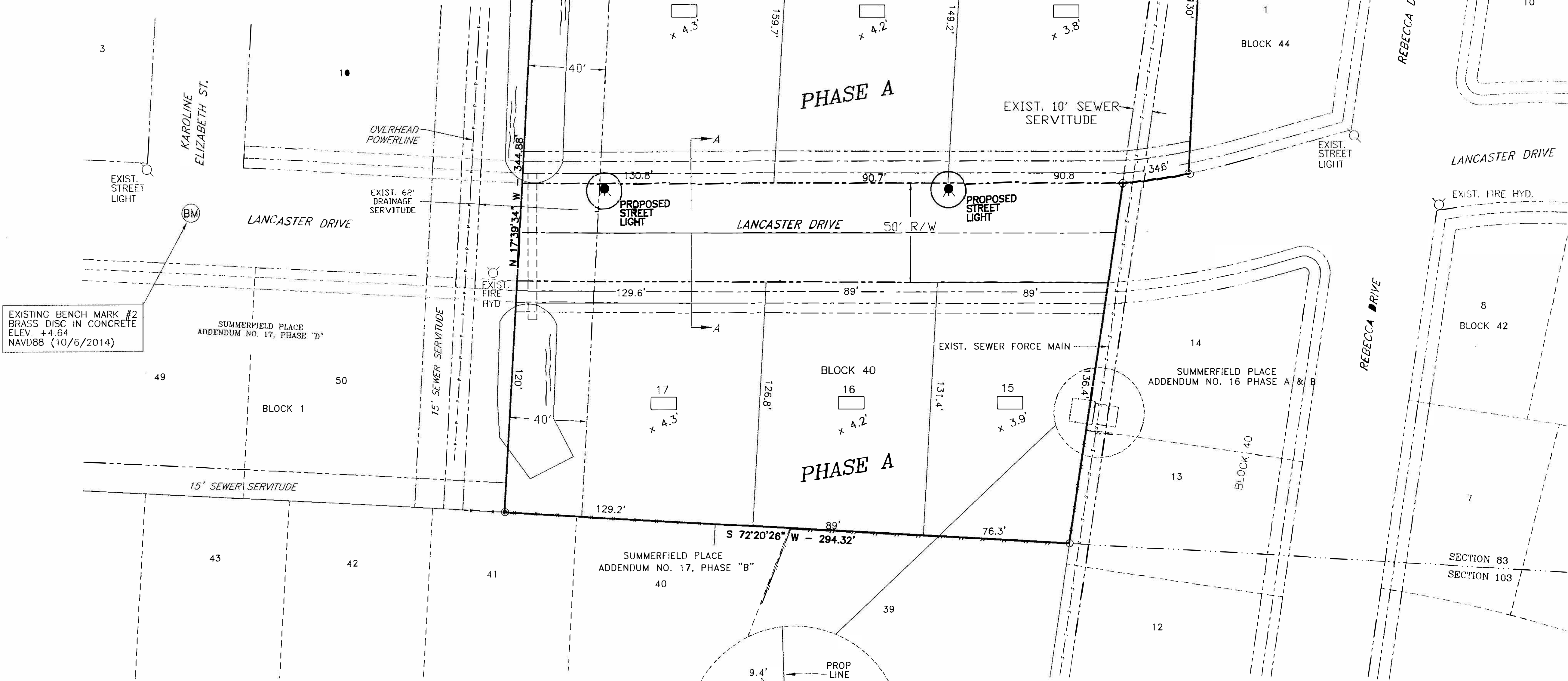
11/17/20
Date

[Signature]
Signature

PC20/ 12 - 4 - 48



VICINITY MAP



NOTES:
THIS PLAT DOES NOT PURPORT TO SHOW ALL SERVITUDES, EASEMENTS, RIGHTS-OF-WAY, RESTRICTIVE COVENANTS OR REGULATIONS OF GOVERNING AUTHORITIES.

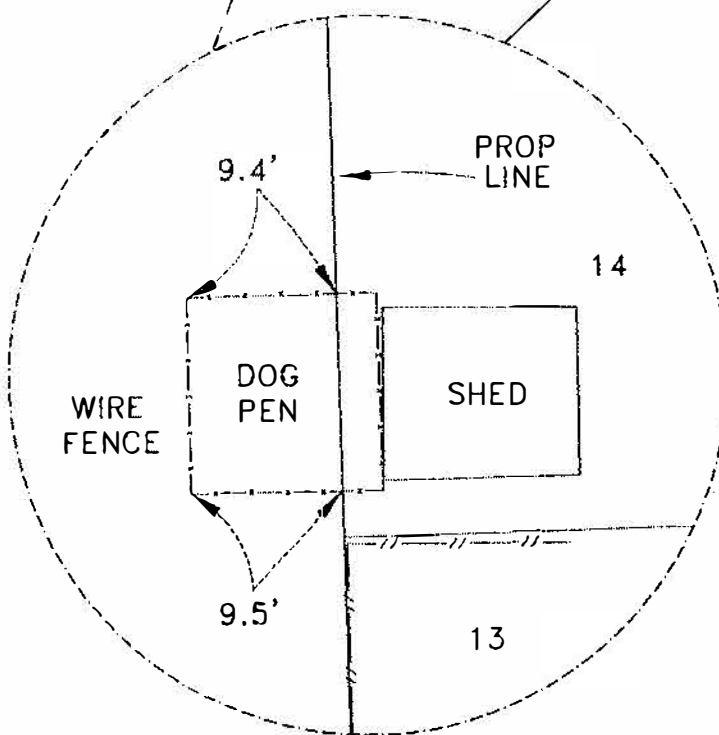
REFERENCE BEARINGS TAKEN FROM PLATS ENTITLED:

- "TRACT 1 SURVEY OF A 100,000 ACRE TRACT LOCATED IN SECTIONS 74, 75, 82, 102 & 103, 117S-R17E, TERREBONNE PARISH, LOUISIANA," BY T. BAKER SMITH AND SON, INC. DATED FEBRUARY 6, 1979
- "PLAT SHOWING PROPERTY PURCHASED BY TERREBONNE PARISH CONSOLIDATED GOVERNMENT FROM CONTRAN CORP. LOCATED IN SECTIONS 74, 75, 82, 93, 102 & 103, 117S-R17E, TERREBONNE PARISH, LOUISIANA," BY T. BAKER SMITH AND SON, INC. DATED JULY 7, 1995
- "SUMMERFIELD PLACE ADDENDUM NO. 16, PHASE B WITHIN THE CITY OF HOUMA, BELONGING TO RODNEY BURNS, INC. LOCATED IN SECTIONS 82 & 103, 117S-R17E, TERREBONNE PARISH, LA," BY T. BAKER SMITH AND SON, INC. DATED AUGUST 25, 1997

THESE TRACTS ARE LOCATED IN ZONE "C," AN AREA OF MINIMAL FLOODING, AND ZONE "A" (BASE FLOOD PARISH REQUIREMENT OF 4'), AS SHOWN ON FEDERAL EMERGENCY MANAGEMENT AGENCY MAP, COMMUNITY NO. 220220, PANEL NO. 0005, SUFFIX "C" AND DATED MAY 19, 1981, F.E.M.A. 2006 ADVISORY PANEL NO. LA-0101 PLACES THIS PROPERTY IN ARE ZONE "A" WITH A BASE FLOOD REQUIREMENT OF 3'. PRELIMINARY DIRM PANEL ID 2210900235E DATED JULY 7, 2008 PLACES A PORTION OF THIS PROPERTY IN ZONE "AE" WITH BASE FLOOD REQUIREMENT OF 3'.

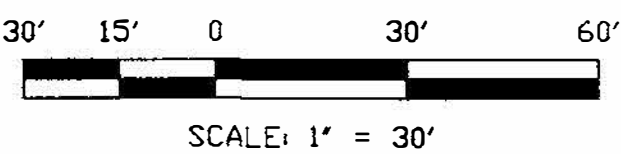
I CERTIFY THAT THIS SURVEY WAS DONE UNDER MY DIRECT SUPERVISION IN ACCORDANCE WITH THE MINIMUM STANDARDS OF PRACTICE FOR LAND SURVEYORS AND THAT THE ACCURACY STANDARDS ARE IN ACCORDANCE WITH CLASS "C" (SUBURBAN) SURVEYS AS INDICATED IN THE ABOVE STANDARDS.

NOTE: NO STRUCTURES, FILL OR OBSTRUCTIONS SHALL BE LOCATED WITHIN ANY DRAINAGE EASEMENT OR DELINEATED FLOOD PLAIN AREA WITHOUT PRIOR APPROVAL OF GRANTEE OF EASEMENT OR DELINEATED FLOOD PLAIN AREA



LEGEND

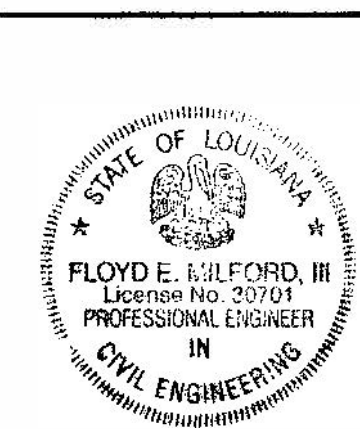
- EXISTING POWER POLE WITH LIGHT
- EXISTING FIRE HYDRANT
- F.H. - PROPOSED FIRE HYDRANT
- PROPOSED STREET LIGHT
- BENCH MARK 4" BRASS DISC SET IN CONCRETE
- LOT ELEVATIONS
- HOUSE NUMBERS
- INDICATES 3/4" IRON PIPE FOUND
- INDICATES 2 7/8" IRON PIPE FOUND
- INDICATES 5/8" IRON ROD SET



DATE	REVISION	BY

TOTAL LOTS = 6 LOTS

SUBDIVISION PLAT



SUMMERFIELD ADDENDUM # 18
PHASE A
GADWALL PROPERTIES L.L.C. - DEVELOPER
SECTIONS 74, 82 & 103, 117S - R17E
TERREBONNE PARISH, LOUISIANA

MILFORD & ASSOCIATES, INC.
CONSULTING ENGINEERS HOUMA, LOUISIANA

DRAWN: DAB
CHK'D: F.E.M. III
SCALE: 1" = 30'
DATE: 17NOV20
APPROVED BY: [Signature]
JOB # 20-57 CAD # 2057-SO_PH A FILE #

I HEREBY CERTIFY THAT THIS PLAT IS IN ACCORDANCE WITH THE REQUIREMENTS OF THE PARISH OF TERREBONNE AS TO THE BLOCK LAYOUT AND STREET ALIGNMENT, AND,

TERREBONNE PARISH CONSOLIDATED GOVERNMENT

DEDICATION OF STREETS AND SERVITUDES

THE STREETS AS DESIGNATED ON THIS SUBDIVISION PLAT ARE HEREBY FORMALLY DEDICATED FOR USE AS A SERVITUDE FOR UNDERGROUND UTILITIES AND PUBLIC PASSAGE, ONLY. THE FEE IN THE LAND BEING RESERVED, AND THE PARISH OF TERREBONNE SHALL HAVE THE RIGHT TO IMPROVE AND MAINTAIN THE SAID STREETS FOR THE CONVENIENCE OF THE PUBLIC.

THE SERVITUDES AS INDICATED ON THE PRIVATE LOTS AND THE STREET RIGHTS-OF-WAY AS SHOWN ARE HEREBY DEDICATED FOR THE USE OF CONSTRUCTING, OPERATING AND MAINTAINING UTILITIES AND OR DRAINAGE STRUCTURES, THE FEE IN THE LAND BEING RESERVED BY THE PROPERTY OWNER.

AUTHORIZED OWNER

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

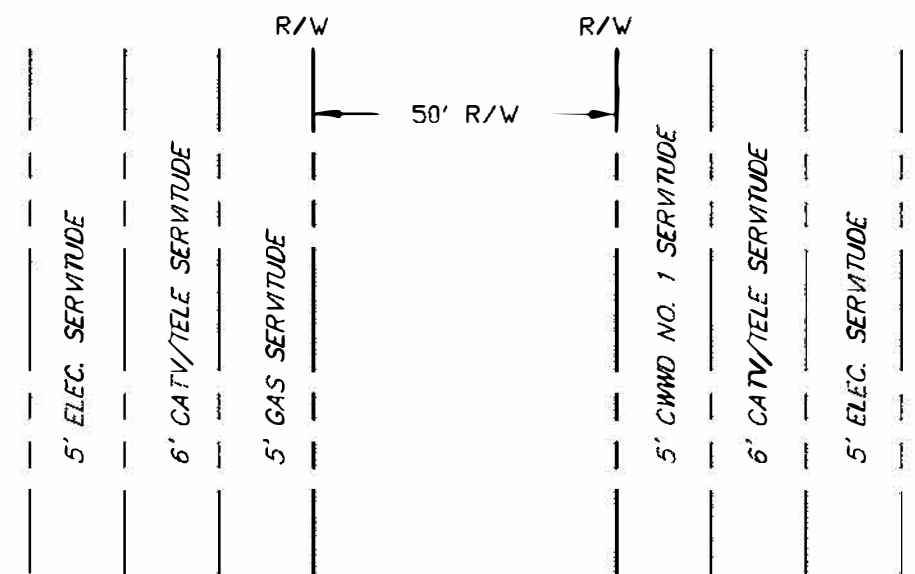
FOR

This is to certify that this survey was done by me or under my direct supervision and control, that the survey was done on the ground and was done in accordance with the most recent minimum STANDARDS OF PRACTICE FOR LAND SURVEYORS as set forth by the STATE OF LOUISIANA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS and that the accuracy specifications and positional tolerances are in accordance with suburban area surveys indicated in

CERTIFICATION

I HEREBY CERTIFY THAT THIS PLAT CONFORMS TO THE LOUISIANA REVISED STATUTES AND TERREBONNE PARISH REGULATIONS AND HEREBY APPROVE THE SAME.

FLOYD E. MILFORD III, P.E.



TYPICAL UTILITY SERVITUDES (SECTION A-A)
LOOKING IN DIRECTION SHOWN
NTS

DRAINAGE: SUBSURFACE
SEWER: TPCG COMMUNITY

Houma-Terrebonne Regional Planning Commission

P.O. Box 1446, Houma, Louisiana 70361
Ph. (985) 873-6795 - Fax (985) 580-8141

APPLICATION SUBDIVISION OF PROPERTY

APPROVAL REQUESTED:

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

☒ Variance(s) (detailed description): A variance is requested for not tying into two (2) cross streets
& a variance is requested for the maximum distance of the cul-de-sac being over a distance of 1,500'

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

1. Name of Subdivision: MANDALAY PASS SUBDIVISION
CIERA DEVELOPMENT COMPANY, INC., P.O. BOX 4034,
2. Developer's Name & Address: HOUMA, LA 70361
CIERA DEVELOPMENT COMPANY, INC., P.O. BOX 4034,
*Owner's Name & Address: HOUMA, LA 70361
[*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: 3842 SOUTH MANDALAY ROAD, HOUMA, LA 70360
5. Location by Section, Township, Range: SECTION 10, T17S-R16E
6. Purpose of Development: SINGLE FAMILY RESIDENTIAL
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: October 29, 2020 1" = 100'
11. Council District:
12. Number of Lots: 85
13. Filing Fees: \$248.75

I, DAVID WAITZ, AGENT, certify this application including the attached date to be true and correct.

DAVID WAITZ, AGENT

Print Applicant or Agent

12/2/2020

Date

David Waitz

Signature of Applicant or Agent

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.

MICHAEL A. FESI, PRESIDENT

Print Name of Signature

12/4/2020

Date

Michael A. Fesi

Signature

Revised 3/25/2010

PC 20/12-5-49

DAVID A. WAITZ ENGINEERING AND SURVEYING, INC.
Civil Engineers & Professional Land Surveyors



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

David A. Waitz, P.E., P.L.S.

James M. Templeton, P.L.S.

December 10, 2020

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

Attention: Mr. Christopher Pulaski, Director

RE: EXPLANATION FOR VARIANCES REQUESTED - **MANDALAY PASS SUBDIVISION** -
LOCATED IN SECTION 10, T17S-R16E, TERREBONNE PARISH, LOUISIANA - DEVELOPER:
CIERA DEVELOPMENT COMPANY, INC. - ENGINEER'S PROJECT NO. 2020-162

Dear Mr. Pulaski:

Our client, Ciera Development Company, Inc. has requested two (2) variances from the subdivision regulations, one for not tying into two (2) cross streets and a variance for the maximum distance of the cul-de-sac being over a distance of 1,500'. Our client has requested these two (2) variances due to the hardships that would be entailed and below is an explanation for the request of the variances:

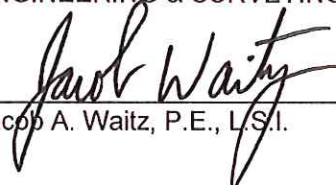
Our client's property is adjacent to the existing Bayou Black Heights Subdivision and the main road in this neighborhood is named Lirette Street. The existing adjacent subdivision is inside of an independent forced drainage system that has an existing levee surrounding it and a pump station located at the end of Lirette Street. Additionally, there are three (3) cross streets along Lirette Street, that are namely, Conrad Street, South Street and Foxland Drive. According to the current subdivision regulations, our client would be required to tie his proposed subdivision into these three (3) cross streets. However, we do not feel that it is feasible to tie into South Street and Foxland Drive as these streets dead end at the toe of the subdivision levee system where there is a 3' - 4' elevation difference from there to the top of the levee. We believe that connecting to this existing subdivision would cause drainage problems due to damaging the existing levee. This existing subdivision is known to have drainage problems and keeping the subdivisions isolated from each other would be the best way to avoid further drainage problems.

Secondly, our client is requesting a variance for the maximum distance of the cul-de-sac being over a distance of 1,500'. This variance is also associated with the above requested variance for not tying into two (2) cross streets and limiting the distance for the placement of the cul-de-sac in our client's proposed subdivision.

Your favorable consideration of these variances would be most appreciated.

Sincerely,

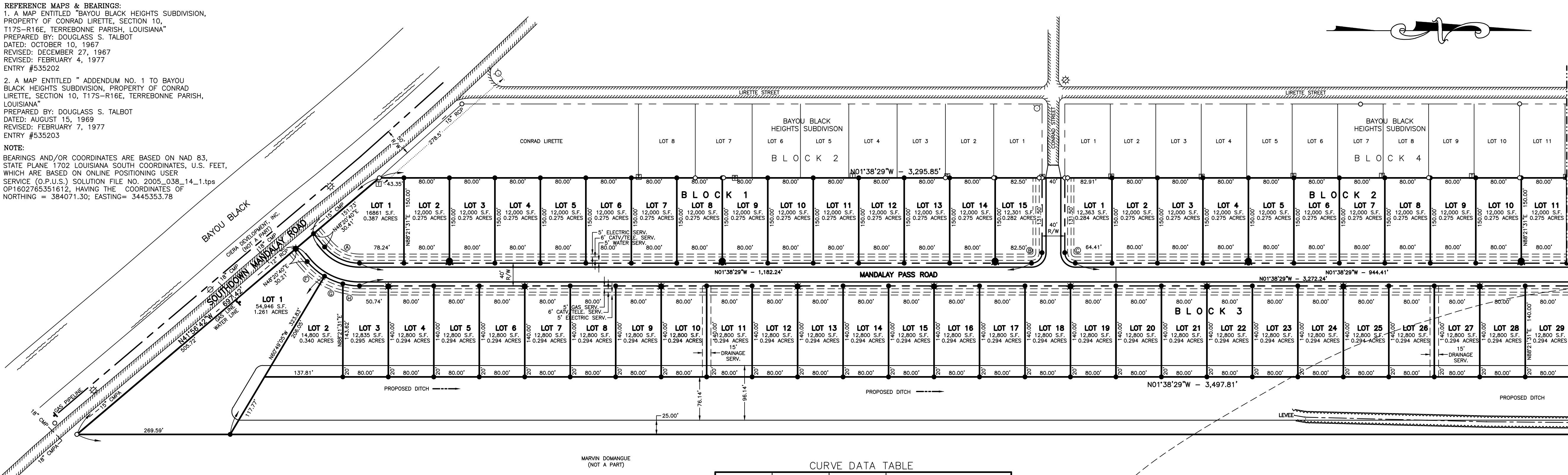
DAVID A. WAITZ
ENGINEERING & SURVEYING, INC.



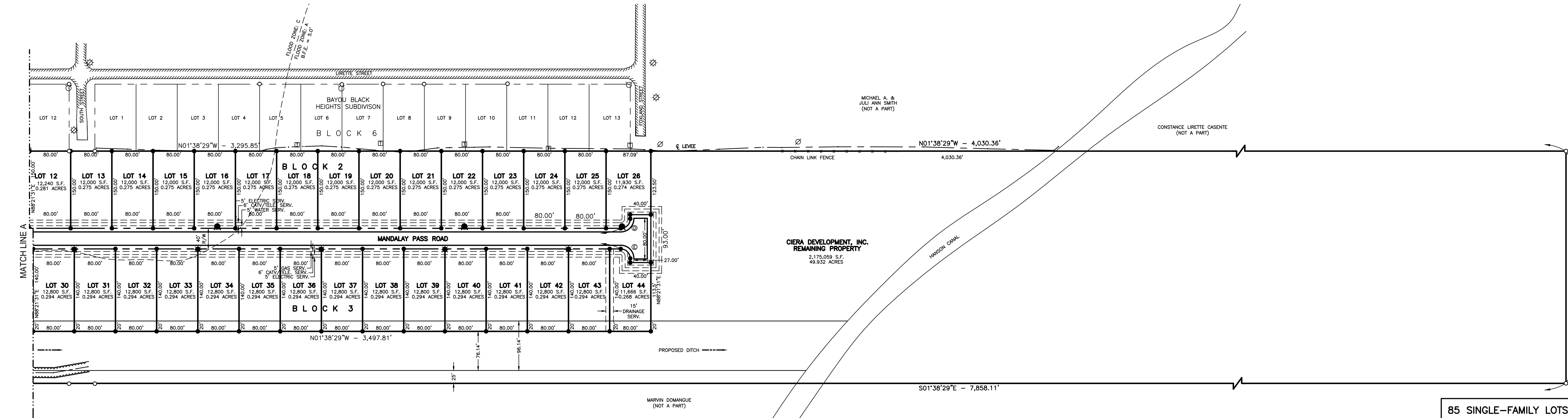
Jacob A. Waitz, P.E., L.S.I.

JAW/dth
cc: File & Reading File

REFERENCE MAPS & BEARINGS:
1. A MAP ENTITLED "BAYOU BLACK HEIGHTS SUBDIVISION, PROPERTY OF CONRAD LIRETTE, SECTION 10, T17S-R16E, TERREBONNE PARISH, LOUISIANA" PREPARED BY: DOUGLASS S. TALBOT DATED: OCTOBER 10, 1967 REVISED: DECEMBER 27, 1967 REVISED: FEBRUARY 4, 1977 ENTRY #535202
2. A MAP ENTITLED "ADDENDUM NO. 1 TO BAYOU BLACK HEIGHTS SUBDIVISION, PROPERTY OF CONRAD LIRETTE, SECTION 10, T17S-R16E, TERREBONNE PARISH, LOUISIANA" PREPARED BY: DOUGLASS S. TALBOT DATED: AUGUST 15, 1969 REVISED: FEBRUARY 7, 1977 ENTRY #535203
NOTE:
BEARINGS AND/OR COORDINATES ARE BASED ON NAD 83, STATE PLANE 1702 LOUISIANA SOUTH COORDINATES, U.S. FEET, WHICH ARE BASED ON ONLINE POSITIONING USER SERVICE (O.P.U.S.) SOLUTION FILE NO. 2005_038_14_1.tps OP1602765351612, HAVING THE COORDINATES OF NORTHING = 384071.30; EASTING= 3445353.78



CURVE DATA TABLE			
CURVE	RADIUS	ARC	CHORD
A	80.00'	69.79'	S 23°21'06" W - 67.60'
B	18.50'	29.06'	S 46°38'29" E - 26.16'
C	18.50'	29.06'	S 43°21'31" W - 26.16'
D	18.50'	29.06'	S 46°38'29" E - 26.16'
E	18.50'	29.06'	S 43°21'31" W - 26.16'
F	120.00'	40.13'	N 38°45'48" E - 39.95'
G	120.00'	35.00'	N 20°49'35" E - 34.88'
H	120.00'	29.56'	N 05°24'53" E - 29.48'



FEMA FLOOD ZONE AND HAZARDS

THESE LOTS ARE LOCATED IN ZONE C. (AREAS OF MINIMAL FLOODING). AND IN ZONE A (ZONE A = 5.0' B.F.E.).
FEMA MAP COMMUNITY PANEL NUMBER 225206 0430 C. DATED: MAY 1, 1985.
TERREBONNE PARISH ADVISORY BASE FLOOD ELEVATION MAP # LA-Q100 DATED: FEBRUARY 23, 2006. FLOOD ZONE: A. A.B.F.E. = 6.0'.

CERTIFICATIONS

THIS IS TO CERTIFY THAT THIS SURVEY WAS DONE BY ME OR UNDER MY DIRECT SUPERVISION AND CONTROL, THAT THE SURVEY WAS DONE ON THE GROUND AND WAS DONE IN ACCORDANCE WITH THE MOST RECENT MINIMUM STANDARDS OF PRACTICE FOR LAND SURVEYORS AS SET FORTH BY THE STATE OF LOUISIANA, BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND THAT THE ACCURACY SPECIFICATION AND POSITIONAL TOLERANCES ARE IN ACCORDANCE WITH CLASS "C" SURVEYS INDICATED IN THE ABOVE STANDARDS.

I ALSO CERTIFY THERE ARE NO ENCROACHMENTS ACROSS ANY PROPERTY LINES EXCEPT AS SHOWN

PRELIMINARY COPY:

THIS DOCUMENT IS NOT TO BE USED FOR CONSTRUCTION, BIDDING, RECORDATION, CONVEYANCE, SALES, OR AS THE BASIS FOR THE ISSUANCE OF A PERMIT.

APPROVED: David A. Waitz Reg. No. 4744

NOTE:

THIS PLAT DOES NOT PURPORT TO SHOW ALL EASEMENTS, SERVITUDES AND/OR RIGHTS-OF-WAY THAT MAY OR MAY NOT EXIST ON THIS PROPERTY. THIS PLAT DOES NOT PURPORT TO SHOW ALL UNDERGROUND UTILITIES AND/OR PIPELINES THAT MAY OR MAY NOT EXIST ON THIS PROPERTY. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A COMPLETE ABSTRACT AND TITLE OPINION.

THE STREETS AND RIGHT-OF-WAYS SHOWN HEREON, IF NOT PREVIOUSLY DEDICATED ARE HEREBY DEDICATED, INCLUDING A SERVITUDE OF PASSAGE AND THE RIGHT TO INSTALL, MAINTAIN DRAINAGE, ELECTRICAL COMMUNICATION, GAS, SEWER & WATER UTILITIES CREATED IN FAVOR OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT, SOUTH CENTRAL BELL, VISION CABLE AND THE CITY OF HOUMA OVER AND IN ALL THESE CERTAIN STREETS AND SERVITUDES AS NAMED HERON AND/OR SHOWN ON THIS PLAT OF SUBMISSION AND BELONGING TO THE UNDERSIGNED FEE TITLE OWNERSHIP OF SAID STREET RIGHT-OF-WAY AND SERVITUDES IS EXPRESSLY RETAINED. MINERAL RIGHTS ARE SPECIFICALLY EXCLUDED AND ARE RETAINED IN FULL BY THE OWNER THEREOF.

BY: MICHAEL A. FESI - AGENT CIERA DEVELOPMENT DATE

CERTIFICATION:

I HEREBY CERTIFY THAT THIS PLAT IS IN ACCORDANCE WITH THE REQUIREMENTS OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT, STATE OF LOUISIANA, AS TO THE BLOCK LAYOUT AND STREET ALIGNMENT, AND I HEREBY APPROVE THE SAME.

BY: TERREBONNE PARISH CONSOLIDATED GOVERNMENT

APPROVE AND ACCEPTED THIS DATE BY THE HOUMA TERREBONNE REGIONAL PLANNING COMMISSION.

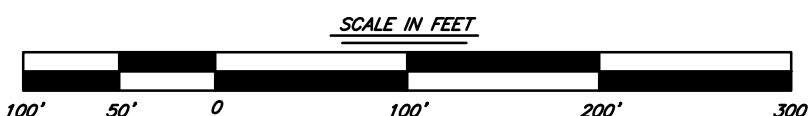
APPROVED BY: FOR:

APPROVALS

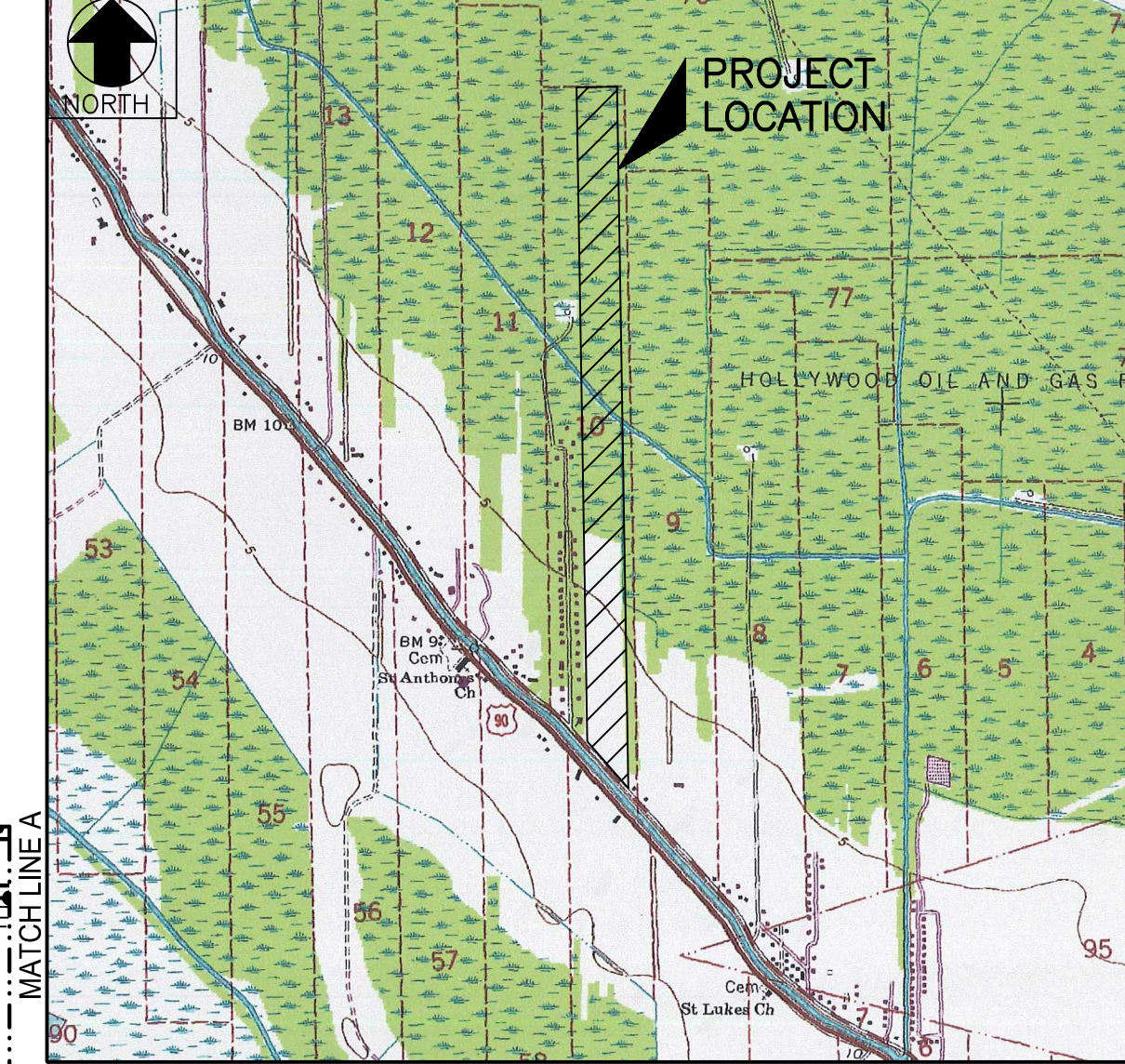
MICHAEL A. FESI - AGENT CIERA DEVELOPMENT DATE

NOTE: NO STRUCTURE, FILL, OR OBSTRUCTION SHALL BE LOCATED WITHIN ANY DRAINAGE EASEMENT OF DELINEATED FLOOD PLAN.

DATE OF SURVEY: OCTOBER 14, 2020



DATE	DESCRIPTION	BY
	REVISION	



VICINITY MAP

SCALE 1" = 2000'

LEGEND

FOUND PROPERTY MARKER	○
SET 3/4" I.R. (UNLESS NOTED OTHERWISE)	●
EXISTING WATER LINE	— W —
EXISTING GAS LINE	— G —
EXISTING SEWER LINE	— S —
EXISTING OVERHEAD POWER LINE	— E —
EXISTING TELEPHONE LINE	— T —
EXISTING FENCE	— X —
EXISTING POWER POLE W/ LIGHT	⊗
EXISTING POWER POLE	⊘
EXISTING ANCHOR	→
EXISTING TELEPHONE PEDESTAL	⊞
EXISTING WATER VALVE	⊕W
EXISTING FIRE HYDRANT	⊕
EXISTING WATER METER	⊕WM
EXISTING GAS VALVE	⊕GV
EXISTING GAS METER	⊕GM
EXISTING SEWER MANHOLE	⊕
DRAINAGE FLOW	→
EXISTING CATCH BASIN WITH SUBSURFACE DRAINAGE	⊞
EXISTING SPOT ELEVATION (IN FEET, NAVD 88, GEOID 18)	⊗
LAND HOOK	⊞

85 SINGLE-FAMILY LOTS

CONCEPTUAL/PRELIMINARY PLAT
SINGLE-FAMILY RESIDENTIAL
OWNER: CIERA DEVELOPMENT, INC.

MANDALAY PASS SUBDIVISION
LOCATED IN SECTION 10, T17S-R16E
TERREBONNE PARISH, LOUISIANA

DAVID A. WAITZ
ENGINEERING AND SURVEYING, INC.

Civil Engineers & Professional Land Surveyors
Thibodaux, Louisiana

1107 CANAL BLVD.
THIBODAUX, LA 70301
(985) 447-4017 OFFICE
(985) 447-1988 FAX
DWAITZ@WAITZENGINEERING.COM

DESIGNED: JAW	DETAILED: JED	TRACED:
CHECKED: JMT	CHECKED: JMT	CHECKED:
DATE: DECEMBER 02, 2020	FILE: F:\DWG\2020\20-162\PLAT.DWG	JOB NO: 2020-162