

# Houma-Terrebonne Regional Planning Commission

Kyle Faulk.....	Chairman
Robbie Liner.....	Vice-Chairman
Rachael Ellender.....	Secretary/Treasurer
Ross Burgard.....	Member
L.A. "Budd" Cloutier, O.D.....	Member
Rev. Corion D. Gray.....	Member
Jan Rogers.....	Member
Barry Soudelier.....	Member
Wayne Thibodeaux.....	Member

**AUGUST 19, 2021, THURSDAY**

**6:00 P.M.**

**TERREBONNE PARISH COUNCIL MEETING ROOM  
Government Tower, 8026 Main Street, 2<sup>nd</sup> Floor, Houma, Louisiana**

*Entry into the Government Tower shall be accessed through the Gabasse Street Entrance on the ground floor. All attendees will be required to have their temperatures taken prior to entering the proceedings. Anyone with a temperature higher than 100.4 will not be allowed to enter. Masks must be worn by all attendees.*

**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 July 15, 2021

### **E. COMMUNICATIONS**

### **F. PRELIMINARY HEARING:**

1. Rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential); 2620 Bryant Street, Lot 16, Square 1, Barrowtown Subdivision; Mable Lyons, applicant; and call for a Public Hearing on Thursday, September 16, 2021 at 6:00 p.m.

### **G. STAFF REPORT**

### **H. COMMISSION COMMENTS:**

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

### **I. PUBLIC COMMENTS**

### **J. ADJOURN**

## **II. CONVENE AS THE REGIONAL PLANNING COMMISSION**

### **A. INVOCATION & PLEDGE OF ALLEGIANCE**

### **B. ROLL CALL**

### **C. CONFLICTS DISCLOSURE**

### **D. ACCEPTANCE OF MINUTES:**

1. Houma-Terrebonne Regional Planning Commission Minutes for the Special Meeting of July 15, 2021
2. Houma-Terrebonne Regional Planning Commission Minutes for the Regular Meeting of July 15, 2021

### **E. APPROVE REMITTANCE OF PAYMENT FOR THE AUGUST 19, 2021 INVOICES AND THE TREASURER'S REPORT OF JULY 2021**

**F. COMMUNICATIONS**

- 1. Email from Keneth L. Rembert Land Surveyors, dated August 10, 2021, withdrawing the Subdivision of a portion of Property belonging to A.M. Dupont Corporation (Lots 1-7)

**G. OLD BUSINESS:**

- 1. a) Subdivision: Lots 1 thru 8, A Redivision of Property belonging to Harry Bourg Corporation  
Approval Requested: Process D, Minor Subdivision  
Location: 2429-2437 Bayou Dularge Road, Terrebonne Parish, LA  
Government Districts: Council District 7/ Bayou Dularge Fire District  
Developer: The Harry Bourg Corporation  
Surveyor: Keneth L. Rembert Land Surveyors  
b) Public Hearing  
c) Consider Approval of Said Application
- 2. a) Subdivision: Revised Lots 101 & 102, Redivision of Lots 101 through 107 of Crescent Plantation belonging to Robert Champagne, III, et ux  
Approval Requested: Process D, Minor Subdivision  
Location: 143 Munson Drive, Terrebonne Parish, LA  
Government Districts: Council District 1 / City of Houma Fire District  
Developer: Robert Champagne, III, et ux  
Surveyor: T. Baker Smith, LLC  
b) Consider Approval of Said Application

**H. APPLICATIONS / NEW BUSINESS:**

- 1. a) Subdivision: Tracts A, B, & C, A Redivision of Property belonging to Laurentino M. Cardenas, et al  
Approval Requested: Process D, Minor Subdivision  
Location: 1446, 1447, & 1449 Highway 55, Montegut, Terrebonne Parish, LA  
Government Districts: Council District 9 / Montegut Fire District  
Developer: Laurentino M. Cardenas  
Surveyor: Keneth L. Rembert Land Surveyors  
b) Public Hearing  
c) Consider Approval of Said Application
- 2. a) Subdivision: Parcels A thru E, A Redivision of Property belonging to the Paul Steele Smith and Anne Mare Smith Joint Living Trust, et al  
Approval Requested: Process D, Minor Subdivision  
Location: St. Andrew Street & Nelo Street, Terrebonne Parish, LA  
Government Districts: Council District 9 / Bourg Fire District  
Developer: Gary L. Smith  
Surveyor: Keneth L. Rembert Land Surveyors  
b) Public Hearing  
c) Consider Approval of Said Application
- 3. a) Subdivision: Division of Property belonging to Stephanie Hebert (Tracts SH-1 & SH-2)  
Approval Requested: Process D, Minor Subdivision  
Location: 7083 West Main Street, Terrebonne Parish, LA  
Government Districts: Council District 5 / Bayou Cane Fire District  
Developer: Stephanie Hebert  
Surveyor: Allen R. Woodard, P.L.S.  
b) Public Hearing  
c) Consider Approval of Said Application
- 4. a) Subdivision: Adley Oaks Subdivision, Phase A  
Approval Requested: Process C, Major Subdivision-Final  
Location: 2508 Coteau Road, Terrebonne Parish, LA  
Government Districts: Council District 4 / Bayou Cane & Coteau Fire District  
Developer: Dantin Bruce Development, Inc.  
Engineer: Quality Engineering & Surveying, LLC  
b) Consider Approval of Said Application

**I. STAFF REPORT**

- 1. Roll Call with regard to those who have completed the annual Ethics Training Course as required by the State Legislature and the Parish Harassment, Discrimination, & Diversity Training for 2021

**J. ADMINISTRATIVE APPROVAL(S):**

1. Revised Lot 18, Block 9, A Redivision of Lots 9 & 18, Addendum No. 2, Phase B, Sugarwood Estates Subdivision; Sections 86 & 87, T17S-R17E, Terrebonne Parish, LA
2. Lots 6-A & 6-B, A Redivision of Lot 6, A Portion of Lot 7 of Block 8 of Honduras Addition to the City of Houma and 53' x 128' of former Intracoastal Avenue belonging to James G. Pellegrin, Section 39, T17S-R17E, Terrebonne Parish, LA
3. Tract IV owned by Enterprise Gas Processing, L.L.C. and Targa Midstream Services, L.L.C., A 24.758 acre tract and a 14.00 acre tract owned by Terrebonne Parish Consolidated Government into Tracts "IV-A" and "A", Sections 18, 19, & 20, R17S-R15E, Terrebonne Parish, LA
4. Revised Lots 6 & 8, A Redivision of Lots 6 thru 9, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
5. Revised Lots 10 & 12, A Redivision of Lots 10 thru 13, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
6. Revised Lots 14 & 16, A Redivision of Lots 14 thru 17, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
7. Revised Lots 18 & 20, A Redivision of Lots 18 thru 21, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
8. Revised Lots 22 & 24, A Redivision of Lots 22 thru 25, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
9. Revised Lots 26 & 28, A Redivision of Lots 26 thru 29, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
10. Revised Lots 30 & 32, A Redivision of Lots 30 thru 33, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
11. Revised Lots 34 & 36, A Redivision of Lots 34 thru 37, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
12. Revised Lots 38 & 40, A Redivision of Lots 38 thru 41, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
13. Revised Lots 42, A Redivision of Lots 42 thru 43, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
14. Revised Lot 5, A Redivision of Lots 5, 6, & 12, Block 6 to Crescent Park Addition to the City of Houma, Section 101, T17S-R17E, Terrebonne Parish, LA

**K. COMMITTEE REPORT:**

1. Subdivision Regulations Review Committee

**L. COMMISSION COMMENTS:**

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

**M. PUBLIC COMMENTS**

**N. ADJOURN**

**MINUTES**  
**HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)**  
**ZONING & LAND USE COMMISSION**  
**MEETING OF JULY 15, 2021**

- A. The Chairman, Mr. Kyle Faulk, called the meeting of July 15, 2021 of the HTRPC, convening as the Zoning and Land Use Commission, to order at 6:02 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Dr. Cloutier and the Pledge of Allegiance led by Mr. Liner.
- B. Upon Roll Call, present were: Mr. Ross Burgard; Dr. L.A. “Budd” Cloutier, Jr.; Ms. Rachael Ellender, Secretary/Treasurer; Mr. Kyle Faulk, Chairman; Mr. Robbie Liner, Vice-Chairman; Mr. Jan Rogers; Mr. Barry Soudelier; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call were: None. Also present was Mr. Christopher Pulaski, Director, Department of Planning & Zoning and Mr. Derick Bercegeay, Legal Advisor.
- C. **CONFLICTS DISCLOSURE:** The Chairman reminded the Commissioners that if at any time tonight, a conflict of interest exists, arises or is recognized, as to any issue during this meeting, he or she should immediately disclose it, and is to recuse himself or herself from participating in the debate, discussion, and voting on that matter. *There were no conflicts to report.*
- D. **APPROVAL OF THE MINUTES:**
1. Mr. Liner moved, seconded by Mr. Soudelier: “THAT the HTRPC, convening as the Zoning & Land Use Commission, accept the minutes, as written, for the Zoning and Land Use Commission for the regular meeting of June 17, 2021.”
- The Chairman called for a vote on the motion offered by Mr. Liner. **THERE WAS RECORDED: YEAS:** Mr. Burgard, Dr. Cloutier, Ms. Ellender, Mr. Liner, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; **NAYS:** None; **ABSTAINING:** Mr. Faulk; **ABSENT:** None. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
- E. **COMMUNICATIONS:** None.
- F. **NEW BUSINESS:**
1. **Home Occupations:**
- a) The Chairman called to order a Home Occupation application by Contidina Manuel to establish a daycare in an R-1 zoning district at 207 Leslie Street.
- (1) Ms. Contidina Manuel, applicant, stated she currently had 3 children and could only have up to 6 per the State regulations. She stated she had room in her driveway for parking to allow for drop off and pick up.
- (2) Discussion was held with regard to the process of Home Occupations and site plans that were included in the electronic packet.
- (3) The Chairman recognized Traci Shafer Hawthorne, 205 Leslie Street, who stated she had no problems with Ms. Manuel personally, but expressed concerns of the property not being zoned for businesses, speed on the street, bus stops that require kids to cross the street creating dangerous situations, and parking that leads to concerns of safety to the families that live on the street.
- (4) No one else from the public was present to speak on the matter.
- (5) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval of the Home Occupation request conditioned the applicant not have more than six children under her care daily and stagger drop off and pick up times to help with parking and traffic.
- (6) Mr. Thibodeaux moved, seconded by Dr. Cloutier: “THAT the HTRPC, convening as the Zoning & Land Use Commission, approve the Home Occupation application by Contidina Manuel to establish a daycare at her home located at 207 Leslie Street conditioned she have no more than six children under her care daily and she stagger drop off and pick up times.”
- The Chairman called for a vote on the motion offered by Mr. Thibodeaux. **THERE WAS RECORDED: YEAS:** Mr. Burgard, Dr. Cloutier, Ms. Ellender, Mr. Liner, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; **NAYS:** None; **ABSTAINING:** Mr. Faulk; **ABSENT:** None. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**

- b) The Chairman called to order a Home Occupation application by Rontrell Kelly to establish a beauty salon in an R-3 zoning district at 2633 Matthews Court.
- (1) Mr. Rontrell Kelly, applicant, stated he was currently renovating his home due to a fire and would start the salon after it was complete. He stated he would be the only person operating the business and he had permission to use the lot next to him for additional parking.
  - (2) No one from the public was present to speak on the matter.
  - (3) Discussion was held with regard to obtaining the proper licensing.
  - (4) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval of the Home Occupation request conditioned the applicant obtain the necessary building permits for the improvements and receive a Certificate of Compliance and that the mobile home remains the applicant's primary residence.
  - (5) Dr. Cloutier moved, seconded by Mr. Liner: "THAT the HTRPC, convening as the Zoning & Land Use Commission, approve the Home Occupation application by Rontrell Kelly to establish a beauty salon at his home located at 2633 Matthews Court conditioned he obtain the necessary building permits for the improvements and obtain a Certificate of Compliance and that the mobile home remains the applicant's primary residence."

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

G. STAFF REPORT: None.

H. COMMISSION COMMENTS:

1. Zoning & Land Use Commissioners' Comments: None.
2. Chairman's Comments: None.

I. PUBLIC COMMENTS: None.

J. Mr. Rogers moved, seconded by Mr. Soudelier: "THAT there being no further business to come before the HTRPC, convening as the Zoning and Land Use Commission, the meeting be adjourned at 6:23 p.m."

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

Kyle D. Faulk, Chairman  
Zoning & Land Use Commission

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

#### CERTIFICATION

**CERTIFIED TO BE A TRUE AND CORRECT COPY OF THE PROCEEDINGS OF THE ZONING AND LAND USE COMMISSION MEETING OF JULY 15, 2021.**

**CHRISTOPHER PULASKI, PLA, DIRECTOR  
PLANNING & ZONING DEPARTMENT**

# ZLU / D

**PRELIMINARY  
HEARING  
ONLY**

**PUBLIC HEARING**  
scheduled for:

***Thursday, September 16, 2021***

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***@ 6:00 p.m.***

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***ZLU/F.1***



**AMENDMENT POLICY**

1. **REASONS FOR THIS AMENDMENT:**

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

PLEASE CHECK ONE OR MORE:

\_\_\_\_\_ **ERROR.** There is a manifest error in the ordinance.

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

*TRYING TO put mobile Home on land theirs other grandfather Homes in the area can't afford house but I can afford mobile Home*

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

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

2. Please state on a separate sheet why this proposal complies with either one or more of the above checked conditions for rezoning.

**EXHIBITS REQUIRED**

1. **LEGAL PLAT OF PROPERTY TO BE REZONED:** On the required plat, please include:

- a. Land area to be affected;
- b. Present zoning classification of area to be affected and zoning classification of abutting districts;
- c. Public rights-of-way and easements bounding and intersecting the designated area and abutting districts;
- d. All existing and proposed structures with supporting open facilities;
- e. The specific ground area to be provided and continuously maintained for the proposed structure or structures.

2. List names and addresses of property owners within three hundred (300') feet of the fronting corners of the property to be rezoned.

3. **Legal Description:** The legal description of only the property to be rezoned.

4. **Market Information:** Applicable only if the following conditions are met:

- a. If the proposed amendment would require rezoning an area from an existing residential district to a freestanding commercial district;
- b. If the proposed amendment would require more than double the area of an existing district existing totally surrounded by residential districts;
- c. Finally, if the proposed amendment would enlarge an area of existing commercial district by more than eight (8) areas;

The market information shall include a written description of the market area to be served by the development, the population thereof, the effective demand for the proposed facilities and any other information describing the relationship of the proposed development to the needs of the applicable area.



5. Development Schedule: Indicate a time schedule for the beginning and completion of development planned by the applicant:

as soon as property can be rezoned

6. Effect of the Amendment: On a separate sheet, include a report giving the nature, description, and effect of the proposed amendment on surrounding land use and properties.

**SIGNATURES REQUIRED**

1. Names and addresses along with interest of every person, firm, or corporation represented by the applicant:

n/a

\* The undersigned is owner(s) of the entire land area included within the proposed district and, in signing, indicates concurrence with application:

X Mable G. Lyons

3. Signatures and addresses of all holders of encumbrances, liens, mortgages, etc.:

n/a

\* Signature of applicant indicates that the applicants are all the owners and encumbrance holders of the designated area, and have both the means and ability to undertake and complete the proposed development:

X Mable G. Lyons

**APPLICATION FEE SCHEDULE**

The City of Houma has adopted the following fee schedule:

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

Minimum Charge - \$25.00;

Maximum Charge - \$100.00

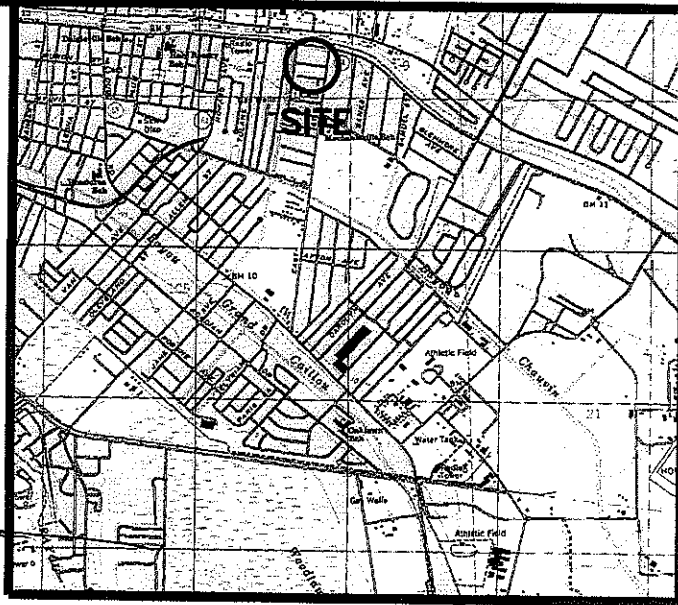
I (We) own 1 acres. A sum of \$25 dollars is enclosed and made a part of this application.

**DECLARATION**

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

Mable G. Lyons  
Signature of Owner or Authorized Agent

**ZLU / F.1**



VICINITY MAP



THIS SURVEY BASED ON MAP PREPARED BY ACHEE & WILKINSON SURVEYORS ENTITLED "MAP OF BARROWTOWN IN TERREBONNE PARISH IN SECTION 8, T17S-R17E, AND DATED JULY 11, 1908. BEARINGS SHOWN HEREON ARE BASED ON SAID MAP.

THIS LOT IS LOCATED IN ZONE "C" AS SHOWN ON FEDERAL EMERGENCY MANAGEMENT AGENCY MAP, COMMUNITY NO. 220220, PANEL NO. 0005, SUFFIX "C", AND DATED MAY 19, 1981. (ZONE "C" IS AN AREA OF MINIMAL FLOODING). F.E.M.A. 2006 ADVISORY PANEL NO. LA-R103 DOES NOT AFFECT THIS PROPERTY. THE 2021 PRELIMINARY FIRM COMMUNITY NO. 22109C, PANEL NO. 0252 SUFFIX "E" PLACES THIS PROPERTY IN ZONE "X" AND HAS NO AFFECT ON THIS PROPERTY.

THIS MAP WAS PREPARED FOR INFORMATIONAL PURPOSES ONLY AND IS NOT IN FULL COMPLIANCE WITH THE MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS.

**ZLU / F.1**

MAP SHOWING LOT 16, SQUARE 1 OF BARROWTOWN SUBD TO BE REZONED FROM ZONE R-1 TO ZONE R-3 LOCATED IN SECTION 8, T17S-R17E, TERREBONNE PARISH, LOUISIANA

JULY 16, 2021

SCALE: 1" = 200'

*Keneth L. Rembert*

KENETH L. REMBERT, SURVEYOR  
635 SCHOOL ST., HOUMA, LA.  
PH. (985) 879-2782

