

# 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  
Phillip Livas.....Member  
Jan Rogers.....Member  
Barry Soudelier.....Member  
Wayne Thibodeaux.....Member

**MARCH 18, 2021, THURSDAY**

**6:00 P.M.**

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

## **A • G • E • N • D • A**

### **I. CONVENE AS THE ZONING & LAND USE COMMISSION**

- A. INVOCATION & PLEDGE OF ALLEGIANCE**
- B. ROLL CALL**
- C. CONFLICTS DISCLOSURE**
- D. APPROVAL OF MINUTES**
  - 1. Approval of Minutes of Zoning & Land Use Commission for the Regular Meeting of February 25, 2021
- E. COMMUNICATIONS**
- F. STAFF REPORT**
- G. COMMISSION COMMENTS:**
  - 1. Zoning & Land Use Commissioners' Comments
  - 2. Chairman Comments
- H. PUBLIC COMMENTS**
- I. ADJOURN**

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

- A. INVOCATION & PLEDGE OF ALLEGIANCE**
- B. ROLL CALL**
- C. CONFLICTS DISCLOSURE**
- D. ACCEPTANCE OF MINUTES:**
  - 1. Houma-Terrebonne Regional Planning Commission Minutes for the Regular Meeting of February 25, 2021
- E. APPROVE REMITTANCE OF PAYMENT FOR THE MARCH 18, 2021 INVOICES AND THE TREASURER'S REPORT OF FEBRUARY 2021**
  - 1. Martin & Pellegrin, CPAs to present 2020 Annual Audit for ratification and acceptance
- F. COMMUNICATIONS**

**G. OLD BUSINESS:**

- 1. a) Subdivision: Redivision of Parcels B, D, F, F1, G, H, and I into Tract A and Lots 1 through 10 of Gulf South Square being a Portion of Lot 172, Honduras Plantation Subdivision  
Approval Requested: Process D, Minor Subdivision  
Location: 991 Grand Caillou Road, Terrebonne Parish, LA  
Government Districts: Council District 1 / City of Houma Fire District  
Developer: Arthur A. DeFraités, Jr. & John M. DeFraités  
Surveyor: Providence Engineering & Environmental Group, LLC
  - b) Public Hearing
  - c) Consider Approval of Said Application
- 2. a) Subdivision: Division of Property belonging to the Estate of Antoine H. Bourg, or Assigns  
Approval Requested: Process D, Minor Subdivision  
Location: 6784 & 6785 Grand Caillou Road, Terrebonne Parish, LA  
Government Districts: Council District 7 / Grand Caillou Fire District  
Developer: Blaine & Wanda Bourg  
Surveyor: Charles L. McDonald Land Surveyor, Inc.
  - b) Public Hearing
  - c) Variance Request: Variance from the minimum lot size requirement; batture lot will be used for boat mooring purposes only
  - d) Consider Approval of Said Application

**H. STAFF REPORT**

- 1. Discussion and possible action regarding the ratification of the 2020 HTRPC Annual Report
- 2. Roll Call with regard to those who have completed the annual Ethics Training Course as required by the State Legislature for 2021

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

- 1. Revised Lot 10 into Rev. 2 Lot 10, Revised Phases C & D, A portion of Trinity Commercial Park, Add. 2, Section 4, T16S-R17E, Terrebonne Parish, LA
- 2. Revised Lot 7-A and Lots 7-B-1 & 7-B-2, A Redivision of Lots 7-A & 7-B of Lot 5-A of Ellender Plantation Subdivision, Sections 58 & 65, T18S-R19E, Lafourche & Terrebonne Parishes, LA

**J. COMMITTEE REPORT:**

- 1. Subdivision Regulations Review Committee

**K. COMMISSION COMMENTS:**

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

**L. PUBLIC COMMENTS**

**M. ADJOURN**

**MINUTES**  
**HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)**  
**ZONING & LAND USE COMMISSION**  
**MEETING OF FEBRUARY 25, 2021**

- A. The Chairman, Mr. Kyle Faulk, called the meeting of February 25, 2021 of the HTRPC, convening as the Zoning and Land Use Commission, to order at 6:00 p.m. at the Municipal Auditorium with the Invocation led by Dr. Cloutier and the Pledge of Allegiance led by him.
- B. Upon Roll Call, present was: 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; and Mr. Barry Soudelier. Absent at the time of Roll Call was: Mr. Phillip Livas; and Mr. Thibodeaux. Also present was Mr. Christopher Pulaski, Director, Department of Planning & Zoning and Mr. Derick Bercegeay, Legal Advisor.
- C. **CONFLICTS DISCLOSURE:** The Vice-Chairman reminded the Commissioners that if at any time tonight, a conflict of interest exists, arises or is recognized, as to any issue during this meeting, he or she should immediately disclose it, and is to recuse 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 Dr. Cloutier: “THAT the HTRPC, convening as the Zoning & Land Use Commission, accept the minutes, as written, for the Zoning and Land Use Commission for the regular meeting of January 21, 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, and Mr. Soudelier; **NAYS:** None; **ABSTAINING:** Mr. Faulk; **ABSENT:** Mr. Livas and Mr. Thibodeaux. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
- E. **COMMUNICATIONS:** None.
- F. **NEW BUSINESS:**
1. **Home Occupation:**  
The Chairman called to order the application by Sierra Mebane to establish a nail shop at 206 Glenwood Drive.
- a) Ms. Mebane discussed her request for a home occupation. She indicated she had enough off-street parking and would have appointments so only one person would be at her home at a time.
- b) No one from the public was present to speak on the matter.
- c) Mr. Pulaski discussed the Staff Report and stated Ms. Mebane was only utilizing 8% of her home for the nail studio and that Staff would recommend approval of the home occupation.
- d) Discussion was held regarding the patio location and Ms. Mebane stated it was existing when she purchased the home.
- e) Dr. Cloutier moved, seconded by Mr. Liner: “THAT the HTRPC, convening as the Zoning & Land Use Commission, grant approval of the request by Sierra Mebane to establish a nail shop at 206 Glenwood Drive.”
- 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. Faulk; **ABSENT:** Mr. Livas and Mr. Thibodeaux. **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. Dr. Cloutier moved, seconded by Mr. Liner: “THAT there being no further business to come before the HTRPC, convening as the Zoning and Land Use Commission, the meeting be adjourned at 6:07 p.m.”

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. Faulk; ABSENT: Mr. Livas and Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

Kyle Faulk, Vice-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 FEBRUARY 25, 2021.**

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

**ZLU / D**