

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

- A. The Chairman, Mr. Robbie Liner, called the meeting of April 16, 2026 of the HTRPC to order at 7:18 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Mr. Wayne Thibodeaux and Pledge of Allegiance led by Mr. Terry Gold.
- B. Upon Roll Call, present were: Mr. Michael Billiot; Mr. Terry Gold; Mr. Robbie Liner, Chairman; Mr. Clarence McGuire; Mr. Travion Smith; Mr. Barry Soudelier, Secretary/Treasurer; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call were: Mrs. Angele Poiencot and Mr. Jan Rogers, Vice-Chairman. Also, present were Mr. Christopher Pulaski, 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.
1. Mr. Gold recused himself from Item G.2 regarding his minor subdivision application for Gold Estates.
- D. **APPROVAL OF THE MINUTES:**
1. Mr. Thibodeaux moved, seconded by Mr. Smith: "THAT the HTRPC accept the minutes as written, for the Regional Planning Commission for the regular meeting of March 19, 2026."
- The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mr. Smith, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mrs. Poiencot and Mr. Rogers. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Mr. Soudelier moved, seconded by Mr. Gold: "THAT the HTRPC remit payment for the April 16, 2026 invoices and approve the Treasurer's Report of March 2026."
- The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mr. Smith, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mrs. Poiencot and Mr. Rogers. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
1. Mr. Pernell Pellegrin, Martin & Pellegrin, CPAs, presented the 2025 Annual Audit to the Commission for ratification and acceptance.
- a) Mr. Soudelier moved, seconded by Mr. Billiot: "THAT the HTRPC ratify and accept the 2025 Annual Audit as presented by Martin & Pellegrin, CPAs."
- The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mr. Smith, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mrs. Poiencot and Mr. Rogers. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **COMMUNICATION(S):**
1. Mr. Pulaski informed everyone that it was Mr. Lucio's birthday.
- G. **APPLICATIONS / NEW BUSINESS:**
1. The Chairman called to order the Public Hearing for an application by Alicia & William Johnston requesting approval for Process D, Minor Subdivision, for the Redivision of Lot "E" to Property belonging to Rodney G. Huffaker, et ux, to Lot "E-1" & Lot "E-2".
- a) Ms. Alisa Champagne, Charles L. McDonald Land Surveyor, Inc., discussed the location and division of property. She stated the division of property was for mortgage purposes.
- b) There was no one from the public to speak on the matter.
- c) Mr. Smith moved, seconded by Mr. Thibodeaux: "THAT the Public Hearing be closed."

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon submitting all utility service availability letters and add the note from the original plat (approved in 2019) to the current plat in reference to Lots E-1 & E-2 (remove references to Lot F & G).
- e) Mr. Gold moved, seconded by Mr. Soudelier: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Redivision of Lot "E" to Property belonging to Rodney G. Huffaker, et ux, to Lot "E-1" & Lot "E-2" conditioned upon the submittal of all utility service availability letters and add the note from the original plat (approved in 2019) to the current plat in reference to Lots E-1 & E-2 (remove references to Lot F & G)."

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

- 2. The Chairman called to order the Public Hearing for an application by Ironman Properties of America, LLC requesting approval for Process D, Minor Subdivision, for Gold Estates, A Redivision of Lot 4, Block 1 of Addendum No. 3 to Woodlawn Ranch Acres.

- a) Ms. Alisa Champagne, Charles L. McDonald Land Surveyor, Inc., discussed the location and division of property.
- b) There was no one from the public to speak on the matter.
- c) Mr. McGuire moved, seconded by Mr. Smith: "THAT the Public Hearing be closed."

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

- d) Mr. Pulaski discussed the variances requested and that the one regarding the frontage was not needed but they did need a variance from the minimum lot size required as depicted on the plat in lieu of the 3,600 sq. ft. He further discussed the Staff Report and stated Staff recommended approval of the minimum lot size variance as well as the variance for 10' between buildings in lieu of the 15' required distance and conditional approval provided upon the submittal of all utility service availability letters and the existing fire hydrant on the corner of Gold Drive and Highway 56 be depicted on the plat.
- e) Mr. Soudelier moved, seconded by Mr. Billiot: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Gold Estates, A Redivision of Lot 4, Block 1 of Addendum No. 3 to Woodlawn Ranch Acres with variances from the minimum lot size requirement as depicted on the plat in lieu of 3,60 sq. ft. and 10' between buildings in lieu of 15' and conditioned upon the submittal of all utility service availability letters and the existing fire hydrant at the corner of Gold Drive and Highway 56 be depicted on the plat."

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

- 3. The Chairman called to order an application by Prime Land Developments, LLC requesting final approval for Process C, Major Subdivision, for The Cottages at Cypress Ridge, Phase A.

- a) Mr. Gene Milford, Milford & Associates, Inc., was present to represent the application.

- b) Mr. Pulaski, on behalf of the Parish Engineer, TPCG Engineering Division, read a memo dated April 16, 2026 regarding the punch list items for the development [See *ATTACHMENT A*].
- c) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon compliance with Engineering punch list items and submittal of a construction bond in an amount subject to approval by the Developer and TPCG Administration.
- d) Mr. Billiot moved, seconded by Mr. Gold: “THAT the HTRPC grant final approval of the application for Process C, Major Subdivision, for The Cottages at Cypress Ridge, Phase A, conditioned upon the Developer complying/resolving all punch list items per TPCG Engineering Division’s memo dated April 16, 2026 [See *ATTACHMENT A*] and submittal of a construction bond in an amount subject to approval by the Developer and TPCG Administration.”

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

H. STAFF REPORT:

- 1. Ms. Jessica Kemp, Center for Planning Excellence (CPEX) gave a presentation and update on the Complete Streets Policy.
- 2. Mr. Pulaski stated the 2025 Annual Report had not yet been completed but will be for the next meeting on May 21, 2026.
- 3. Mr. Pulaski reminded those who have not completed the required Planning Commissioner training as required by Act 859 have an opportunity to do so on Saturday, May 2, 2026 from 8:00 a.m. to Noon at South Central Planning & Development Commission’s office.

I. ADMINISTRATIVE APPROVAL(S):

Mr. Thibodeaux moved, seconded by Mr. Soudelier: “THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-2.”

- 1. Lot Line Shift between Revised Lots 36, 38, 40, & 42, Block 2 to Sugar Ridge West; Section 104, T17S-R17E, Terrebonne Parish, LA (*Sugar Ridge Drive / Councilman Danny Babin, District 7*)
- 2. Revised Tracts C & D, Lot Line Shift of Property belonging to Brandon Trahan; Section 49, T17S-R16E, Terrebonne Parish, LA (*4245 Bayou Black Drive / Councilman Danny Babin, District 7*)

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

J. COMMITTEE REPORT:

- 1. Subdivision Regulations Review Committee:
 - a) Mr. Bercegeay informed the Commission that the TPCG Council did not get a second for the motion to approve the Recreational Vehicles & RV Parks regulations, so they did not get passed.

K. COMMISSION COMMENTS:

- 1. Planning Commissioners’ Comments:
 - a) Mr. Thibodeaux inquired about South Central Planning & Development Commission and Barataria Terrebonne Estuary Foundation’s program for home sewerage treatment system upgrades as well as the status on the sidewalk project on Highway 316 from Park to Lost Bayou.
 - b) Mr. Billiot informed the Commission that the Houma United Nations would have as booth at Jazz Fest and encouraged anyone there to visit.
- 2. Chairman’s Comments: None.

L. PUBLIC COMMENTS: None.

M. Mr. Smith moved, seconded Mr. Billiot: “THAT there being no further business to come before the HTRPC, the meeting be adjourned at 8:04 p.m.”

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



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



TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

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April 16, 2026

TO: **Christopher M. Pulaski**

FROM: **Joan E. Schexnayder, P.E.** *JES*
Staff Engineer *BSO*

SUBJECT: **The Cottages at Cypress Ridge Phase A
Final Inspection**

A final inspection of the above referenced subdivision was held by representatives of the Department of Public Works. The following punch list items remain and need to be addressed:

1. Lights are not installed.
2. A bond or a letter of credit in the amount of 125% the cost to pave is required for the temporary turnarounds.
3. Date set should be stamped on the benchmarks.
4. Pollution Control:
 - a. Service Connection Agreement and payment has not been received.
 - b. Gravity Main Deficiencies:
 1. There is a low point between manhole 3 & 4. This needs to be to proper grade to flow properly.
 - c. Manhole Deficiencies:
 1. Manhole #1 - The invert of the manhole is higher than the pipe invert causing the camera not to fit for inspection.
 2. Manhole #2 is at the incorrect invert causing it to flow to the service.
 - d. Sewer Service Deficiencies:
 1. Lot #20 has the service pipe cut at ground level.
5. Drainage
 - a. Culverts 2, 10, damaged 15"RPVC cross drain culvert (bore thru).
 - b. Manhole 5A, lifting cables need to be cut.
 - c. CB-01 7, CB-08 13 seal voids under decking.
 - d. CB-08 17, CB- O8, seal voids in CB, CB not sealed properly, remove wood form, 24" RPVC culvert protruding into CB
 - e. Culvert 18, size on record drawings is incorrect.
 - f. CB-07 19, seal voids in CB, remove wood form.
 - g. Culvert 24, culvert damaged between 1st & 2nd joints.
 - h. Sheet 4B of the record drawings shows a culvert that was not installed.

**The Cottages at Cypress Ridge Phase A
Final Inspection**

JES Memo to CP dated 4/16/2026

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6. Roads:
 - a. Cracked panel on Rustling Oaks Dr. at 132
 - b. Cracked curbing on Rustling Oaks Dr. at 140, 185, 188, & 192

Please feel free to contact me at 873-6720 if you have any questions or comments.

cc: F.E. Milford, III, P.E.
Planning Commission
Ernest Brown
Engineering Division
Reading File
Council Reading File