

MINUTES

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)

MEETING OF AUGUST 20, 2020

- A. The Chairman, Mr. Kyle Faulk, called the meeting of August 20, 2020 of the HTRPC to order at 6:00 p.m. at the Houma-Terrebonne Civic Center with the Invocation led by Dr. Cloutier and the Pledge of Allegiance led by him.
- B. Upon Roll Call, present was: Mr. Joseph "Joey" Cehan, Vice-Chairman; Dr. L.A. "Budd" Cloutier, Jr.; Ms. Rachael Ellender; Mr. Kyle Faulk, Chairman, Mr. Keith Kurtz; Mr. Liner; Mr. Barry Soudelier; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Mr. Phillip Livas. 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. *There were no conflicts to report.*
- D. ACCEPTANCE OF MINUTES:
1. Dr. Cloutier moved, seconded by Mr. Soudelier: "THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of July 16, 2020."
- The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Ms. Ellender moved, seconded by Mr. Cehan: "THAT the HTRPC emit payment for the August 20, 2020 invoices and approve the Treasurer's Report of July 2020."
- The Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. COMMUNICATIONS: None.
- G. OLD BUSINESS:
- Dr. Cloutier moved, seconded by Mr. Cehan: "That the Old Business be removed from the table and considered at this time."
- The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
1. The Chairman called to order the Old Business application by A. St. Martin Co., Ltd. requesting approval for Process D, Minor Subdivision, for Lots 1 thru 3 & 5 thru 9 and Campsite 4, A Redivision of Property belonging to A. St. Martin Co., Ltd.
 - a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He stated he received approval from the Fire Chief for a draft site.
 - b) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval along with approval of the variance from the minimum lot size requirement.
 - c) Mr. Soudelier moved, seconded by Mr. Kurtz: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Lots 1 thru 3 & 5 thru 9 and Campsite 4, A Redivision of Property belonging to A. St. Martin Co., Ltd. with a variance granted from the minimum lot size requirement."

The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
 2. The Chairman called to order the Old Business application by Williams Houma Properties, LLC requesting approval for Process D, Minor Subdivision, for Revised Tracts B, B-1, & B-2, Chad Smedley.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property.
- b) Mr. Pulaski discussed the Staff Report and stated the lot configuration was changed in order to not need a fire hydrant to be installed. Staff stated he would recommend approval.
- c) Discussion was held with regard to providing servitude of passage for Tract B as to not have two driveways along a state highway. Mr. Rembert indicated he would speak to his client. Mr. Pulaski indicated providing a servitude would eliminate the need for a LADOTD driveway permit.
- d) Dr. Cloutier moved, seconded by Mr. Cehan: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Revised Tracts B, B-1, & B-2, Chad Smedley and suggested he consider a servitude of passage to be granted to Revised Tract B as to eliminate the need for two driveways off of West Tunnel Boulevard.”

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

H. APPLICATIONS:

- 1. The Chairman called to order the Public Hearing for an application by Barbara Clay & Sadeq F. Gubran requesting approval for Process D, Minor Subdivision, for Lot 4-A & 4-B, A Redivision of Lot 4 and the southern 20' of Lot 3, Block 66 to Newtown Addition to the City of Houma, Property belonging to Sadeq F. Gubran.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He requested a variance from the minimum lot size requirement due to the existing buildings on the property.
- b) No one from the public was present to speak on the matter.
- c) Dr. Cloutier moved, seconded by Mr. Kurtz: “THAT the Public Hearing be closed.”

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the variance from the minimum lot size requirement be granted and the submittal of all utility service availability letters.
- e) Discussion was held with regard to parking where as the parking situation was not changing and grandfathered in. It was further stated that everything was existing, C-1 zoning district allows for less parking, and Mr. Gubran owns the gas station across the street for shared parking.
- f) Discussion ensued with regard to if the property was recently purchased and piece-mealing the property. Mr. Rembert informed the Commission that portion of the property was sold to Mr. Gubran that Ms. Clay assumed she was keeping, hence the division of property.
- g) Mr. Thibodeaux moved, seconded by Mr. Kurtz: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Lot 4-A & 4-B, A Redivision of Lot 4 and the southern 20' of Lot 3, Block 66 to Newtown Addition to the City of Houma, Property belonging to Sadeq F. Gubran with a variance from the minimum lot size requirement and conditioned upon the submittal of all service availability letters.”

The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Cehan, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; NAYS: Dr. Cloutier; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

2. The Chairman called to order the Public Hearing for an application by S & A Capital Investments, L.L.C. requesting approval for Process D, Minor Subdivision, for Revised Tract “D” and Tract “E”, A Redivision of Revised Tract “D”, Property belonging to S & A Capital Investments, L.L.C.

a) Mr. Ken Rembert, 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) Dr. Cloutier moved, seconded by Mr. Cehan: “THAT the Public Hearing be closed.”

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

d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval.

e) Mr. Cehan moved, seconded by Dr. Cloutier: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Revised Tract “D” and Tract “E”, A Redivision of Revised Tract “D”, Property belonging to S & A Capital Investments, L.L.C.”

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

3. The Chairman called to order the Public Hearing for an application by Regal Remodelers, L.L.C. requesting approval for Process D, Minor Subdivision, for the Resubdivision of Tract A-B-C-D-A into Tracts A & B, Marvin R. Picou.

a) Mr. Michael Blanchard, Acadia Land Surveying, LLC, discussed the location and division of property. He stated that in order for the bank to refinance the property, each home had to be on its own lot.

b) There was no one from the public present to speak on the matter.

c) Mr. Liner moved, seconded by Dr. Cloutier: “THAT the Public Hearing be closed.”

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

d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of all utility letters and placement of dual servitude of passage for both properties to utilize the driveway for parking.

e) Discussion was held with regard to the parking situation and whether there was room for additional parking on the southwest side.

f) Mr. Kurtz moved, seconded by Mr. Soudelier: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for the Resubdivision of Tract A-B-C-D-A into Tracts A & B, Marvin R. Picou conditioned upon the submittal of all utility letters and placement of dual servitude of passage for both properties to utilize the driveway for parking.”

g) Discussion was held with regard to a servitude being granted for a building that was not typical and whether the bank was aware of said servitude. Mr. Blanchard indicated the bank is also the construction company and was okay with it.

The Chairman called for a vote on the motion offered by Mr. Kurtz. THERE WAS RECORDED: YEAS: Mr. Cehan, Ms. Ellender, Mr. Kurtz, and Mr. Soudelier; NAYS: Mr. Faulk, Mr. Liner, and Mr. Thibodeaux; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION FAILED.

- h) Dr. Cloutier moved, seconded by Mr. Thibodeaux: “THAT the HTRPC table the application for Process D, Minor Subdivision, for the Resubdivision of Tract A-B-C-D-A into Tracts A & B, Marvin R. Picou until the next regular meeting of September 17, 2020 in order for the owner and surveyor to re-evaluate the matter.”

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

- 4. The Chairman called to order the application by Marfo, Inc. requesting conceptual and preliminary approval for Process C, Major Subdivision, for Sandy Beach Extension Subdivision, Division of Property belonging to Martin P. Folse and Bradley Doyle into Lot 1, Lot 2, & Bradley Doyle Revised.

- a) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., discussed the location and division.
- b) There was no one from the public present to speak on the matter.
- c) Dr. Cloutier moved, seconded by Mr. Thibodeaux: “THAT the Public Hearing be closed.”

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of all utility service letters and municipal addresses being depicted on the plat.
- e) Discussion was held with regard to the lot line running through the building and that the line should be moved or the building relocated. Mr. Waitz stated he would look into the matter and address it prior to the engineering phase.
- f) Mr. Kurtz moved, seconded by Mr. Cehan: “THAT the HTRPC grant conceptual & preliminary approval of the application for Process C, Major Subdivision, for Sandy Beach Extension Subdivision, Division of Property belonging to Martin P. Folse and Bradley Doyle into Lot 1, Lot 2, & Bradley Doyle Revised conditioned upon the submittal of all utility service letters and municipal addresses being depicted on the plat.”

The Chairman called for a vote on the motion offered by Mr. Kurtz. THERE WAS RECORDED: YEAS: Mr. Cehan, Ms. Ellender, Mr. Kurtz, and Mr. Soudelier; NAYS: Mr. Faulk, Mr. Liner, and Mr. Thibodeaux; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Livas. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

I. STAFF REPORT:

- 1. Mr. Pulaski stated the draft for the revisions to certain portions of Chapter 17, Article II, Section 17-28 of the Parish Code of Ordinances were still not completed.

J. ADMINISTRATIVE APPROVALS:

Dr. Cloutier moved, seconded by Mr. Cehan: “THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-12.”

- 1. Redivision of Lot 5-A-4, Block 2, Addendum No. 1 to Henry's Subdivision, belonging to Wade J. Prestenbach & Reynaldo Gonzalez and A 1.412 acre tract, belonging to Wade J. Prestenbach into Lot 5-A-4-A and Lot 5-A-4-B, Sections 56 & 57, T16S-R17E, Terrebonne Parish, LA
- 2. Redivision of Lot 1 and the southern portion of Lot 2, Block 7 to Addendum No. 3 to Marcel Place into Lot 1-A and Lot 1-B, Section 105, T17S-R17E, Terrebonne Parish, LA
- 3. Revised Tract "C" and Tract "F", A Redivision of Tracts "C" and the south half of "E" belonging to Gatton J. Clement, et al, Section 8, T18S-R19E, Terrebonne Parish, LA
- 4. Revised Lots 5 & 6, A Redivision of Lots 5 & 6, Block 1 of Hillcrest Estates, Sections 101 & 144, T15S-R16E, Terrebonne Parish, LA
- 5. Redivision of Property owned by Willowood Corporation into Tract 1 and Tract 2, Sections 8 & 96, T17S-R17E, Terrebonne Parish, LA

6. Lot Line Shift between Lots 4 and 5 belonging to Ryan M. Fanguy, Sections 56 & 57, T16S-R17E, Terrebonne Parish, LA
7. Lot Line Shift between Tracts 1, 2, & 3 of Property belonging to Michael A. Deroche, et al, Section 9, T17S-R18E, Terrebonne Parish, LA
8. Redivision of Lot 9, Block 6 and a portion of Lot 8, Block 6 into Lot 9-A and Lot 8-A of Crescent Park Addition belonging to Houma Filter Service & Supply Co., Inc., Section 101, T17S-R17E, Terrebonne Parish, LA
9. Tracts "A" & "B" on a portion of Property belonging to C.S. Gaidry, Inc., et al, Sections 9, 23, & 24, T17S-R17E, Terrebonne Parish, LA
10. Revised Lots 1 & 2, Redivision of Lots 1 & 2 of Block 2 to Clark Estates, Section 102, T17S-R17E, Terrebonne Parish, LA
11. Revised Lot 11 of Block 3 of Gibson Trails Subdivision, Sections 101 & 102, T16S-R15E, Terrebonne Parish, LA
12. Revised Lots 6 & 7, A Redivision of Revised Lots 6 & 7 of Frontlawn Subdivision belonging to Louis J. Mohana, et ux, Sections 6, 7, & 29, T17S-R18E, Terrebonne Parish, LA

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

K. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee: None.

L. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:
 - a) The Commissioners expressed appreciation to Mr. Laddie Freeman's exceptional service to the Planning Commission over the years and wished him well on his retirement. Mr. Christian St. Martin was introduced as Mr. Freeman's replacement who indicated he would work hard to provide service to the Commission and looked forward to working with them.
2. Chairman's Comments: None.

M. PUBLIC COMMENTS: None.

- N. Dr. Cloutier moved, seconded by Mr. Cehan: "THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 7:14 p.m."

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

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