

## 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;

ABSTAINING: Dr. Cloutier; ABSENT: Mrs. Falgout & Mr. Kurtz. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

b) Mr. Faulk nominated Mr. Joey Cehan for the position of Vice-Chairman.

(1) Mr. Faulk moved, seconded by Mr. Liner: "THAT the nominations for the position of Vice-Chairman be closed and Joey Cehan be elected as Vice-Chairman by acclamation."

The Chairman called for a vote on the motion offered by Mr. Faulk. 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.

c) Mr. Faulk nominated Mrs. Angi Falgout to remain in the position of Secretary/Treasurer.

(1) Mr. Faulk moved, seconded by Mr. Soudelier: "THAT the nominations for the position of Secretary/Chairman be closed and Mrs. Angi Falgout be elected as Secretary/Treasurer by acclamation."

(2) Mr. Freeman reminded the Commission that Mrs. Falgout was up for reappointment by the Parish President, and in the event she doesn't get reappointed, a new secretary/treasurer will have to be elected.

The Chairman called for a vote on the motion offered by Mr. Faulk. 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.

#### G. COMMUNICATIONS:

1. Mr. Pulaski read a letter from Charles L. McDonald Land Surveyor, Inc., dated December 16, 2019, requesting to table Item H.1 with regard to the Redivision of Tract 2-AA belonging to Rita Lapeyrouse Talbot, or assigns until the next regular meeting of January 16, 2020 [See ATTACHMENT A].

a) Mr. Thibodeaux moved, seconded by Mr. Faulk: "THAT the HTRPC table the application by Cammie Talbot for Process D, Minor Subdivision for Redivision of Tract 2-AA belonging to Rita Lapeyrouse Talbot, or assigns until the next regular meeting of January 16, 2020 [See ATTACHMENT A]."

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.

#### H. OLD BUSINESS:

1. Withdrawn. *Redivision of Tract 2-AA belonging to Rita Lapeyrouse Talbot, or assigns* [See ATTACHMENT A]

#### I. NEW BUSINESS:

1. The Chairman stated the next item on the agenda under New Business was the discussion and possible action to reconsider the Final Approval for Imperial Landing, Phase A to accept a bond for light standards.

a) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., stated they had received conditional final approval for Imperial Landing Subdivision, Phase A in July but the lights are on backorder. He stated DSLD was ready to purchase the lots and they requested to submit a bond for the lights in order to get final approval.

b) The costs of the lights at 125% would be \$10,000.00 (\$8,000 @ 125%) and they would need 160 days for completion.

c) Discussion was held with regard to the development going to Council after the lights were installed and that no permits would be issued until that time.

d) Mr. Faulk moved, seconded by Mr. Thibodeaux: "THAT the HTRPC amend the conditional final approval for Imperial Landing Subdivision, Phase A granted July 18, 2019 to accept a bond in the amount of \$10,000.00 due to backordered lights and allow 160 days for completion."

The Chairman called for a vote on the motion offered by Mr. Faulk. 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.

J. APPLICATIONS:

1. The Chairman called to order the Public Hearing for an application by Michael X. St. Martin requesting approval for Process D, Minor Subdivision, for Tracts 1 thru 6, Mandalay Oaks Subdivision.

- a) Mr. Ken Rembert, Kenneth L. Rembert Land Surveyors, discussed the location and division of property. He requested to hold the public hearing and then ask that the matter be tabled due to the installation of the fire hydrants.
- b) There was no one from the public to speak on the matter.
- c) Mr. Thibodeaux moved, seconded by Mr. Soudelier: "THAT the Public Hearing be closed."

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 PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended tabling the matter to allow time for the submittal of all utility letters, Engineering approval, and installation of fire hydrants.
- e) Mr. Thibodeaux moved, seconded by Mr. Faulk: "THAT the HTRPC table the application for Process D, Minor Subdivision, for Tracts 1 thru 6, Mandalay Oaks Subdivision until the next regular meeting of January 16, 2020 as per the Developer's request."

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 called to order the Public Hearing for an application by Uptown Enterprises, LLC requesting approval for Process D, Minor Subdivision, for Town Hall Commercial Park, Redivision of Property belonging to Uptown Enterprises, LLC into Lot 1 and Lot 2.

- a) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., discussed the location and division of property.
- b) No one from the public was present to speak.
- c) Mr. Cehan moved, seconded by Mr. Faulk: "THAT the Public Hearing be closed."

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 PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of all utility service availability letters, municipal addresses being depicted on the plat, and the method of sewerage disposal being depicted on the plat.
- e) Mr. Livas moved, seconded by Mr. Faulk: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Town Hall Commercial Park, Redivision of Property belonging to Uptown Enterprises, LLC into Lot 1 and Lot 2 conditioned upon the submittal of all utility service availability letters, municipal addresses being depicted on the plat, and the method of sewerage disposal being depicted on the plat."

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.

3. The Chairman called to order the Public Hearing for an application by Evangeline Business Park, LLC requesting conceptual and preliminary approval for Process C, Major Subdivision, for Evangeline Estates, Phase B.

- a) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., discussed the location and division of property.
- b) No one from the public was present to speak on the matter.
- c) Mr. Faulk moved, seconded by Mr. Thibodeaux: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Mr. Faulk. 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 PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval with no conditions.
- e) Mr. Cehan moved, seconded by Mr. Soudelier: "THAT the HTRPC grant conceptual and preliminary approval of the application for Process C, Major Subdivision, for Evangeline Estates, Phase B."
- f) Discussion was held with regard to the smaller lots and the development being a PUD (Planned Unit Development).

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.

4. The Chairman stated the next item on the agenda was an application by Development Ventures, LLC requesting engineering approval for Process C, Major Subdivision, for Sugarland Subdivision, Addendum No. 5.

- a) Ms. Joan Schexnayder, on behalf of the TPCG Engineering Division, read a letter dated December 12, 2019, with regard to the punch list items for the development [See *ATTACHMENT B*].
- b) Mr. Gene Milford, Milford & Associates, Inc., requested a variance from item 1.b and that they would comply/resolve the remaining punch list items.
- c) Discussion was held with regard to allowing rear lot drainage for 50% of each lot.
- d) Mr. Livas moved, seconded by Mr. Faulk: "THAT the HTRPC grant engineering approval of the application for Process C, Major Subdivision, for Sugarland Subdivision, Addendum No. 5 with a variance granted from Item 1.b to allow rear lot drainage for 50% of each lot and conditioned upon the Developer complying/resolving all punch list items per TPCG Engineering Division's memo dated December 16, 2019 [See *ATTACHMENT B*]."

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.

K. STAFF REPORT: None.

L. ADMINISTRATIVE APPROVALS:

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

- 1. Revised Lots 5 & 6, Block 7, Add. No. 1, Phase B, Mulberry Gardens Subdivision, Section 104, T17S-R17E, Terrebonne Parish, LA
- 2. Revised Lot 1, Block 2, A Redivision of Lots 1 & 2 to Oak Ridge Subdivision, Section 13, T16S-R16E, Terrebonne Parish, LA

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.

M. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee:

- a) Mr. Pulaski stated he had not completed the revisions yet to the mobile home park regulations and requested the matter be taken off of the agenda until completed.
- b) The Chairman stated that the new Chairman, Mr. Faulk, could select three new members to serve on the committee.

N. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:

- a) Mr. Cehan wished everyone a Merry Christmas.
- b) Mr. Thibodeaux stated he attended Demonstration Day.

2. Chairman's Comments:

- a) The Chairman stated he also attended Demonstration Day. He also congratulated the new leaders of the Planning Commission.

O. PUBLIC COMMENTS: None.

P. Mr. Faulk moved, seconded Mr. Cehan: "THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 6:55 p.m."

The Chairman called for a vote on the motion offered by Mr. Faulk. 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.

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

**Charles L. McDonald**  
Land Surveyor, Inc.  
P O Box 1390  
Gray, Louisiana 70359  
Tele: (985) 876-4412 Fax: (985) 876-4806

*Hem. H.1*

Charles L. McDonald, PLS

Galen F. Bollinger, PLS

December 16, 2019

Houma Terrebonne Regional Planning Commission  
Attn: Becky Becnel  
P O Box 1446  
Houma, LA 70361

Re: H. Old Business:

1. a) Redivision of Tract 2-AA belonging to Rita Lapeyrouse Talbot, or assigns; Process D, Minor Subdivision; 151C North Hollywood Road, Terrebonne Parish, LA; Council District 5 / Bayou Cane Fire District; Cammie Talbot, Developer; Charles L. McDonald Land Surveyor, Inc.

Dear Becky:

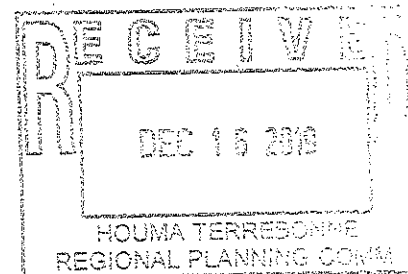
The developer is requesting that the above referenced agenda item on the December 19, 2019 Planning Commission's agenda be tabled until the next upcoming meeting.

Feel free to call me if you have any questions.

Sincerely,



Alisa Champagne,  
(agent for Cammie Talbot)





P.O. BOX 6097  
 HOUMA, LOUISIANA 70361  
 (985) 868-5050



P.O. BOX 2768  
 HOUMA, LOUISIANA 70361

**TERREBONNE PARISH  
 CONSOLIDATED GOVERNMENT**

December 12, 2019  
 1<sup>st</sup> Review  
 Item No. J-4

**TO: Christopher M. Pulaski**  
**FROM: Joan E. Schexnayder, P.E.** *JES*  
**SUBJECT: Sugarland 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.5 Location of all utilities are not shown on the typical section.
  - 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.
  - c. VII. A SWPPP is required on all proposed developed sites of one acre or greater.
2. 24.5.4.6.7 Approval letters should be provided from the following utilities:
  - a. Department of Health and Hospitals for water and sewer.
3. Catchbasins should be installed at Station 10+00.

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

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