

## MINUTES

### HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)

#### MEETING OF FEBRUARY 20, 2020

- A. The Chairman, Mr. Kyle Faulk, called the meeting of February 20, 2020 of the HTRPC, convening as the Zoning and Land Use Commission, to order at 6:15 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Dr. Cloutier and the Pledge of Allegiance led by Ms. Rachael Ellender.
- B. Upon Roll Call, present was: 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. Robbie Liner; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Mr. Phillip Livas and Mr. Barry Soudelier. Also present was Mr. Christopher Pulaski, Director, Department of Planning & Zoning and 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. Dr. Cloutier moved, seconded by Mr. Thibodeaux: “THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of January 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, and Mr. Thibodeaux; **NAYS:** None; **ABSTAINING:** Mr. Faulk; **ABSENT:** Mr. Livas and Mr. Soudelier. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
- E. Mr. Cehan moved, seconded by Mr. Thibodeaux: “THAT the HTRPC emit payment for the February 20, 2020 invoices and approve the Treasurer’s Report of January 2020.”
- 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, and Mr. Thibodeaux; **NAYS:** None; **ABSTAINING:** Mr. Faulk; **ABSENT:** Mr. Livas and Mr. Soudelier. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
- F. **ELECTION OF OFFICERS:**
1. Dr. Cloutier nominated Ms. Rachael Ellender for the position of Secretary/Treasurer.
- a) Mr. Thibodeaux moved, seconded by Dr. Cloutier: “THAT the nominations for the position of Secretary/Treasurer be closed and Rachael Ellender be elected as Secretary/Treasurer by acclamation.”
- The Chairman called for a vote on the motion offered by Mr. Thibodeaux. **THERE WAS RECORDED: YEAS:** Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, and Mr. Thibodeaux; **NAYS:** None; **ABSTAINING:** Mr. Faulk; **ABSENT:** Mr. Livas and Mr. Soudelier. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
- G. **COMMUNICATIONS:**
1. Mr. Pulaski read a letter from Keneth L. Rembert Land Surveyors, dated February 20, 2020, requesting to table Item H.1 with regard to Tracts 1 thru 6, Mandalay Oaks Subdivision until the next regular meeting of March 19, 2020 as per the Developer’s request [See *ATTACHMENT A*].
- a) Dr. Cloutier moved, seconded by Mr. Cehan: “THAT the HTRPC table the application by Michael X. St. Martin for Process D, Minor Subdivision for Tracts 1 thru 6, Mandalay Oaks Subdivision until the next regular meeting of March 19, 2020 as per the Developer’s request [See *ATTACHMENT A*].”
- 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. Thibodeaux; **NAYS:** None; **ABSTAINING:** Mr. Faulk; **ABSENT:** Mr. Livas and Mr. Soudelier. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**

H. OLD BUSINESS:

Dr. Cloutier moved, seconded by Mr. Kurtz: "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, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas and Mr. Soudelier. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

1. Tabled until March 19, 2020. *Tracts 1 thru 6, Mandalay Oaks Subdivision* [See ATTACHMENT A]
2. The Chairman called to order the application by Kevin Patel requesting approval for Process D, Minor Subdivision, for the Redivision of Tract A-3 belonging to Houma Lodging, Inc.
  - a) Mr. Galen Bollinger, Charles L. McDonald Land Surveyor, Inc., discussed the location and division of property. He stated the outstanding matters from the last meeting were rectified.
  - b) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval with no conditions.
  - c) Dr. Cloutier moved, seconded by Mr. Liner: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for the Redivision of Tract A-3 belonging to Houma Lodging, Inc. with a variance from the 25' frontage requirement in lieu of the existing concrete driveway on the 35' perpetual servitude for ingress and egress."

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. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas and Mr. Soudelier. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

I. APPLICATIONS:

1. The Chairman called to order the Public Hearing for an application by Management Properties, LLC requesting approval for Process A, Raw Land Division, for Lot 12 into Lot 12A & 12B, Doris C. Prince Camp Sites.
  - a) Mr. Terral Martin, Providence Engineering & Design, LLC, discussed the location and division of property.
  - b) There was no one from the public to speak on the matter.
  - c) Mr. Thibodeaux moved, seconded by Dr. Cloutier: "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, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas and Mr. Soudelier. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided the municipal addresses for Raw Land Lots 12A & 12B were depicted on the plat and the correct HTRPC signature block be depicted on the plat.
- e) Discussion was held with regard to the property being utilized for parking and that nothing could be built on the lots and that any further development of the property would have to return to Planning Commission to remove the raw land classification.
- f) Dr. Cloutier moved, seconded by Ms. Ellender: "THAT the HTRPC grant approval of the application for Process A, Raw Land Division, for Lot 12 into Lot 12A & 12B, Doris C. Prince Camp Sites with a variance granted from the lot size and 50 x 50 box requirement and conditioned upon municipal addresses for Raw Land Lots 12A & 12B be depicted on the plat and the correct HTRPC signature block be depicted on the plat."

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. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk;

ABSENT: Mr. Livas and Mr. Soudelier. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

2. The Chairman called to order the Public Hearing for an application by Sugar Lake, LLC requesting approval for Process A, Re-Subdivision, for Lot 3, Block 1 and Lot1, Block 2 of Sugar Pointe Commercial Park.

- a) Mr. Terral Martin, Providence Engineering & Design, LLC, discussed the location and division of property.
- b) The Chairman recognized Brett Raynes, 338 Ravensaide Drive, who requested making the new lots part of the existing covenants for their subdivision and expressed concerns of the narrow lots.
- c) It was explained that the Planning Commission had no control over any covenants that are put in place for subdivisions. It was further discussed that the division of property had to meet the subdivision regulations in order to be approved unless it was a danger to public safety and welfare.
- d) The Chairman recognized Sean Adams, 339 Ravensaide Drive, who inquired more about the subdivision regulations.
- e) The Chairman recognized Betty Guilbeau, 333 Ravensaide Drive, who requested more clarification on the division of lots.
- f) The Chairman recognized Sean Vining, 199 Ravensaide Drive, who expressed concerns of the commercially zoned lots along with concerns of more traffic, possible renting of property, and drainage along Valhi Boulevard.
- g) Mr. Pulaski discussed previous history of the development where the Planning Commission made all of the streets tie into Valhi Boulevard and the Developer went to Council where the Planning Commission's decision was overturned.
- h) Discussion ensued with regard to the Planning Commission having no control over whether property/homes could be rented. Discussion ensued with regard to the property not needing to be rezoned to residential because residential is an allowed use in commercial. Mr. Pulaski stated he would suggest it be rezoned but would not require it.
- i) Mr. Cehan discussed the ongoing drainage developments along Valhi Boulevard from Equity and Savanne that were being conducted by the Parish and not the Developer.
- j) The Chairman recognized Marcy Anthony, 326 Ravensaide Drive, who expressed concerns of the drainage servitude and a drainage ditch being covered up. She also questioned the Developer's ability to do residential and/or commercial.
- k) Dr. Cloutier moved, seconded by Ms. Ellender: "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, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas and Mr. Soudelier. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- l) Mr. Pulaski discussed the Staff Report and stated Staff would approval with no conditions but would recommend the Developer consider a rezone application from commercial to residential as well as considering creating a new set of covenants for this redivision to be aligned with the existing Sugarwood Subdivision.
- m) Mr. Kurtz moved, seconded by Dr. Cloutier: "THAT the HTRPC grant approval of the application for Process A, Re-Subdivision, for Lot 3, Block 1 and Lot1, Block 2 of Sugar Pointe Commercial Park along with the suggestions regarding covenants and zoning change."

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

3. The Chairman called to order the Public Hearing for an application by Sugar Bowl Motel, Inc. requesting approval for Process D, Minor Subdivision, for Tracts “A-1” thru “A-4”, A Redivision of Tract “A” belonging to Sugar Bowl Motel, Inc.

- 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, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas and Mr. Soudelier. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided the municipal address Tract A-1 be depicted on the plat and the land use as commercial be depicted on the plat.
- e) Discussion was held with regard to the property owners of Sugar Bowl Motel, Inc.
- f) Mr. Thibodeaux moved, seconded by Dr. Cloutier: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts “A-1” thru “A-4”, A Redivision of Tract “A” belonging to Sugar Bowl Motel, Inc. conditioned upon the municipal address for Tract A-1 be depicted on the plat and the land use as commercial be depicted on the plat.

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

4. The Chairman called to order the Public Hearing for an application by Carroll P. Naquin requesting approval for Process D, Minor Subdivision, for Lots A & B, A Redivision of Property belonging to Carroll Pierre Naquin, et ux.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He stated a fire hydrant was needed and that he would request to hold the public hearing and then table the matter until the next meeting.
- b) The Chairman recognized Frank Naquin, 105 Rural Drive, who expressed concerns of future development.
- c) Mr. Thibodeaux moved, seconded by Dr. Cloutier: “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, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas and Mr. Soudelier. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Liner moved, seconded by Mr. Kurtz: “THAT the HTRPC table the application for Process D, Minor Subdivision, for Lots A & B, A Redivision of Property belonging to Carroll Pierre Naquin, et ux until the next regular meeting of March 19, 2020 as per the Developer’s request.

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, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas and Mr. Soudelier. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

J. STAFF REPORT:

- 1. Mr. Pulaski stated he and Tara Lambeth were attending the upcoming National American Planning Association’s annual conference to be held April 25-28, 2020 in Houston, Texas. He requested the Commission consider sending Becky Becnel to the conference as well since her job duties have been expanded.

- a) Dr. Cloutier moved, seconded by Mr. Thibodeaux: “THAT the HTRPC authorize payment of accommodations for Becky Becnel, Minute Clerk, to attend the 2020 National APA conference in Houston, Texas.”

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. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas and Mr. Soudelier. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

K. ADMINISTRATIVE APPROVALS:

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

1. Revised Lots 9 & 10, Block 1, A Redivision of Lots 9 & 10, South Coteau Estates, Section 26, T17S-R17E, Terrebonne Parish, LA
2. Tract "C" and Revised Tracts "A" & "B" belonging to Christopher P. Lambert, et al, Section 26, T19S-R16E, 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. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas and Mr. Soudelier. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

L. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee: None.

M. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:
  - a) Dr. Cloutier questioned Ms. Schexnayder about drainage.
  - b) Mr. Thibodeaux inquired about who to call with regard to a tree in the bayou near St. Anthony as well as wastewater treatment collection.
2. Chairman's Comments: None.

N. PUBLIC COMMENTS: None.

- O. Dr. Cloutier moved, seconded Mr. Cehan: “THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 7:20 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, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: Mr. Livas and Mr. Soudelier. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

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

Keneth L. Rembert

LAND SURVEYORS

since 1973

635 SCHOOL ST. HOUMA, LA. 70360  
985-879-2782 (FAX) 985-879-1641

Item H.1

February 20, 2020

Houma-Terrebonne Planning & Zoning  
P. O. Box 1446  
Houma, LA 70361

Att: Mr. Chris Pulaski:

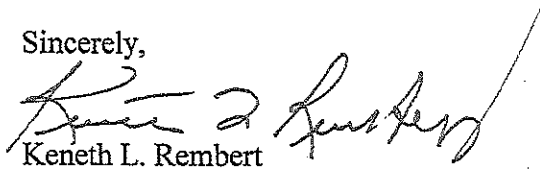
Re: OLD BUSINESS ITEM 1, TRACTS 1 THRU 6, MANDALAY OAKS SUBDIVISION

Dear Chris:

Please let this letter serve as a request to allow the above item to remain on the table and not be considered at the meeting of February 20, 2020. The fire hydrants for this project were ordered but have not come in yet to be installed in time for this meeting.

Thank you.

Sincerely,



Keneth L. Rembert

KLR/apr

