

**MINUTES**  
**HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION**  
**MEETING OF JANUARY 16, 2025**

- A. The Chairman, Mr. Robbie Liner, called the meeting of January 16, 2025 of the HTRPC to order at 6:03 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Mr. Wayne Thibodeaux and the Pledge of Allegiance led by Mr. Clarence McGuire.
- B. Upon Roll Call, present were: Mr. Michael Billiot; Mr. Terry Gold; Mr. Robbie Liner, Chairman; Mr. Clarence McGuire; Mrs. Angele Poiencot; Mr. Jan Rogers, Vice-Chairman; Mr. Barry Soudelier, Secretary/Treasurer; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Mr. Travion Smith. Also present were Mr. Christopher Pulaski, Department of Planning & Zoning; Ms. Joan Schexnayder, TPCG Engineering Division; 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. *There were no conflicts to disclose.*
- D. **APPROVAL OF THE MINUTES:**
1. Mr. Rogers moved, seconded by Mr. Thibodeaux: “THAT the HTRPC accept the minutes as written, for the Regional Planning Commission for the regular meeting of December 19, 2024.”
- The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mrs. Poiencot, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Mr. Soudelier moved, seconded by Mr. Rogers: “THAT the HTRPC remit payment for the January 16, 2025 invoices and approve the Treasurer’s Report of December 2024.”
- The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mrs. Poiencot, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **COMMUNICATION(S):**
1. Mr. Pulaski read a letter from Milford & Associates, Inc., dated January 8, 2025, requesting to table Item G.3 regarding Bon Villa Mobile Home Park [See *ATTACHMENT A*].
- a) Mr. Soudelier moved, seconded by Mr. Billiot: “That the HTRPC table the final approval application for Process B, Mobile Home Park, for Bon Villa Mobile Home Park until the next regular meeting of February 20, 2025 as per the Developer’s request [See *ATTACHMENT A*].”
- The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mrs. Poiencot, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- G. **APPLICATIONS / NEW BUSINESS:**
1. The Chairman called to order the application by John Dale “Zach” Lea, Ph.D. requesting approval for Process A, Raw Land Division, for Lots 2-A, 2-B, & 2-C, A Redivision of Property belonging to Brandon’s Quality Oysters, L.L.C.
- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property.
- b) There was no one present to speak on the matter.
- c) Mr. Thibodeaux moved, seconded by Mr. Rogers: “THAT the Public Hearing be closed.”
- The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. Gold, Mr. McGuire, Mrs. Poiencot, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon municipal address be depicted on Lots 2-B & 2-C and submittal of an approval letter from LA Department of Health.
- e) Mr. Rogers moved, seconded by Mrs. Poiencot: “THAT the HTRPC grant approval of Process A, Raw Land Division, for Lots 2-A, 2-B, & 2-C, A Redivision of Property belonging to Brandon’s Quality Oysters, L.L.C. conditioned upon municipal addresses being depicted on Lots 2-B & 2-C and submittal of an approval letter from LA Department of Health.”

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

- 2. The Chairman called to order the application by Theresa-Marie Ellender requesting approval for Process D, Minor Subdivision, for Revised Lot “A” and Lots “C-1” & “C-2,” A Redivision of Lots “A” & “C” belonging to the Estate of Wallace R. Ellender, III.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property.
- b) There was no one present to speak on the matter.
- c) Mr. Rogers moved, seconded by Mr. Soudelier: “THAT the Public Hearing be closed.”

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended tabling the application to allow time for drainage calculations to be reviewed by TPCG Engineering Division.
- e) Mr. Rogers moved, seconded by Mr. Soudelier: “THAT the HTRPC table the application for Process D, Minor Subdivision, for Revised Lot “A” and Lots “C-1” & “C-2,” A Redivision of Lots “A” & “C” belonging to the Estate of Wallace R. Ellender, III until the next regular meeting of February 20, 2025.”

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

- 3. *TABLED until next regular meeting of February 20, 2025* Bon Villa Mobile Home Park [See ATTACHMENT A]

#### H. STAFF REPORT:

- 1. The Commissioners who had not completed the Ethics Training and Sexual Harassment Training were acknowledged and informed they may need still do 2024 as well as 2025 training. Legal stated the Ethics Board may contact Commissioners who had not completed the required trainings.
- 2. The next National Planning Conference is going to be held in Denver, Colorado March 29-April 1, 2025 and online April 23-25, 2025. Mr. Billiot, Mr. Liner, and Mrs. Poiencot expressed interest in attending.

- a) Mr. Thibodeaux moved, seconded by Mr. Billiot: “THAT the HTRPC authorize any Commissioners’ who desired to attend the 2025 National Planning Conference and expenses paid (i.e. registration, travel, and accommodations).”

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

I. ADMINISTRATIVE APPROVAL(S):

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

1. Revised Tracts 4-A & 4-B, A Redivision of Revised Tracts 4-A & 4-B, Property belonging to Daniel J. LeBlanc, et ux; Section 61, T16S-R14E and Section 72, T16S-R15E, Terrebonne Parish, LA *(5913 Bayou Black Drive / Councilman John Amedée, District 4)*
2. Tracts "A" & "B", A Redivision of Tract C-D-F-K-R-S-T-U-C belonging to Low Land Construction Co., Inc.; Section 96, T17S-R17E, Terrebonne Parish, LA *(603 Sixth Street / Councilman Charles "Kevin" Champagne, District 5)*

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

J. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee: None.

K. COMMISSION COMMENTS:

1. Planning Commissioners' Comments: None.
2. Chairman's Comments: None.

L. PUBLIC COMMENTS: None.

M. Mr. Rogers moved, seconded Mr. Billiot: "THAT there being no further business to come before the HTRPC, the meeting be adjourned at 6:27 p.m."

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



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

**MILFORD & ASSOCIATES, INC.**  
*CIVIL & CONSULTING ENGINEERS*

January 8, 2025

Houma-Terrebonne Regional Planning Commission  
P.O. Box 1446  
Houma, LA 70361

ATTN: Mr. Christopher Pulaski

**RE: Bon Villa MHP Phase 2  
Final Approval**

Dear Mr. Pulaski:

We are requesting that the above referenced project, be tabled from the meeting agenda, scheduled for Thursday, January 16, 2025, and be placed on the next meeting agenda for February 20, 2025.

If additional information is required, please advise.

Very truly yours,

**MILFORD & ASSOCIATES, INC.**



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F. E. Milford, III, P. E.

FEMIII/sr

cc: 21-62, Reading File  
TPCG Public Work Eng. Dept.