

**MINUTES**  
**HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION**  
**MEETING OF MARCH 20, 2025**

- A. The Chairman, Mr. Robbie Liner, called the meeting of March 20, 2025 of the HTRPC to order at 6:23 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation and Pledge of Allegiance led by him.
- 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. McGuire: “THAT the HTRPC accept the minutes as written, for the Regional Planning Commission for the 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.
- E. Mr. Soudelier moved, seconded by Mr. Rogers: “THAT the HTRPC remit payment for the March 20, 2025 invoices and approve the Treasurer’s Report of February 2025.”
- 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 an email from Duplantis Design Group, PC, dated March 14, 2025, requesting to table Item H.6 regarding the Eagle II Dry Dock Facility [See *ATTACHMENT A*].
- a) Mr. Soudelier moved, seconded by Mr. Rogers: “That the HTRPC table the application for Process D, Minor Subdivision, for Tract 1, Raw Land Division of the Neil Subdivision into Lot 1, The Neil Subdivision (Eagle II Dry Dock Facility) until the next regular meeting of April 17, 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. **OLD BUSINESS:**
- Mr. Rogers moved, seconded by Mrs. Poiencot: “THAT Old Business be removed from the table and be considered at this time.”
- 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.
1. The Chairman called to order the application by Bon Villa Mobile Home Park, LLC requesting final approval for Process B, Mobile Home Park, for Bon Villa Mobile Home Park, Phase 2.
- a) Mr. Gene Milford, Milford & Associates, LLC, was representing the Developer.

- b) Mrs. Joan Schexnayder, TPCG Engineering Division, read a memo dated March 20, 2025 indicating approval of the mobile home park [See *ATTACHMENT B*].
- c) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval as per TPCG Engineering's approval.
- d) Mr. Rogers moved, seconded by Mrs. Poiencot: "THAT the HTRPC grant approval of the application for Process B, Mobile Home Park, for Bon Villa Mobile Home Park."

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 Public Hearing for an application by Durwin Wunstell requesting approval for Process D, Minor Subdivision, for Tracts T-2-1 thru T-2-4, A Redivision of Tract T-2 belonging to Durwin J. Wunstell, et ux.

- 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. Thibodeaux: "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 conditional approval provided municipal addresses were depicted on the plat.
- e) Mr. Soudelier moved, seconded by Mrs. Poiencot: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts T-2-1 thru T-2-4, A Redivision of Tract T-2 belonging to Durwin J. Wunstell, et ux conditioned municipal addresses 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. 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.

#### H. APPLICATIONS / NEW BUSINESS:

- 1. The Chairman called to order the Public Hearing for an application by David Luke requesting approval for Process D, Minor Subdivision, for Tract A & Remaining 0.826 Acre Tract belonging to David Luke.

- a) Mr. David Luke discussed the location and division of property. He stated he wanted to subdivide the lot to keep one and donating one to a friend.
- b) There was no one present to speak on the matter.
- c) Mr. Rogers moved, seconded by Mr. Thibodeaux: "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 conditional approval provided upon the submittal of all utility letters and the correct vicinity map be placed on the plat.
- e) Mr. Gold moved, seconded by Mr. Rogers: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tract A & Remaining 0.826 Acre Tract belonging to David Luke conditioned upon the submittal of all utility letters and the correct vicinity map be depicted on the plat."

The Chairman called for a vote on the motion offered by Mr. Gold. 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 Public Hearing for an application by Mat M. Gray, III requesting approval for Process D, Minor Subdivision, for Lots 1 thru 11, A Redivision of Property belonging to Kirchoff Land No. 10, L.L.C., et al.

- 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 Mrs. Poiencot: "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 conditional approval provided upon the submittal of an approval letter from LA Department of Health.
- e) Mr. Thibodeaux moved, seconded by Mr. Soudelier: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Lots 1 thru 11, A Redivision of Property belonging to Kirchoff Land No. 10, L.L.C., et al conditioned upon the submittal of an approval letter from LA Department of Health."
- f) Discussion was held regarding the requested variance which was a LA Department of Health issue and not the Planning Commission.

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.

3. The Chairman called to order the Public Hearing for an application by Claude & Ruby Pirtle requesting approval for Process D, Minor Subdivision, for Lots 5-A & 5-B, A Redivision of Revised Lot 5 belonging to Claude K. Pirtle, et ux.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He stated they had a sale for the front house.
- b) There was no one present to speak on the matter.
- c) Mr. Rogers moved, seconded by Mrs. Poiencot: "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 approval of the application with no conditions.
- e) Mr. Rogers moved, seconded by Mrs. Poiencot: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Lots 5-A & 5-B, A Redivision of Revised Lot 5 belonging to Claude K. Pirtle, et ux."

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.

4. The Chairman called to order the Public Hearing for an application by Louisiana Realty Development, LLC requesting approval for Process A, Re-Subdivision, for Lots 5-A & 5-B, Redivision of Lot 5 of Block 6, Connely Subdivision.
- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He stated the property owner was having a hard time selling the property because there were two homes on one lot. He added that the Board of Adjustment had approved the appropriate setback variances and they were requesting minimum lot size variances and a frontage variance as well.
  - b) There was no one present to speak on the matter.
  - c) Mr. Rogers moved, seconded by Mr. McGuire: “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 approval of the variance requests and conditional approval of the application provided the title block be changed to depict “Re-Subdivision.”
  - e) Mr. Rogers moved, seconded by Mr. Billiot: “THAT the HTRPC grant approval of the application for Process A, Re-Subdivision, for Lots 5-A & 5-B, Redivision of Lot 5 of Block 6, Connely Subdivision with variances from the minimum lot size requirement (Lot 5-A to be 4,570 sf and Lot 5-B to be 1,894 sf in lieu of the required 6,000 sf and lot frontage to be 10.34' in lieu of the required 25' and conditioned upon the title block be changed to depict ‘Re-Subdivision’.”  
  
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, and Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner & Mr. Thibodeaux; ABSENT: Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
5. The Chairman called to order the Public Hearing for an application by Pamela Hebert requesting approval for Process D, Minor Subdivision, for Tracts AHJKBA & ABCDEFGA, Property possessed by Pamela Hebert.
- a) Mr. Prosper Toups, Delta Coast Consultants, LLC, discussed the location and division of property.
  - b) There was no one present to speak on the matter.
  - c) Mr. Soudelier moved, seconded by Mr. Rogers: “THAT the Public Hearing be closed.”  
  
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.
  - d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of all utility letters, municipal addresses being depicted on the plat, method of sewerage disposal be depicted on the plat, and confirm the location of the fire hydrant within 250' and depict it on the plat.
  - e) Mr. Gold moved, seconded by Mr. Rogers: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts AHJKBA & ABCDEFGA, Property possessed by Pamela Hebert conditioned upon the submittal of all utility letters, municipal addresses being depicted on the plat, method of sewerage disposal be depicted on the plat, and confirm the location of the fire hydrant within 250' and depict it on the plat.”  
  
The Chairman called for a vote on the motion offered by Mr. Gold. 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.

6. *TABLED until next regular meeting of April 17, 2025* Tract 1, Raw Land Division of the Neil Subdivision into Lot 1, The Neil Subdivision (Eagle II Dry Dock Facility) [See *ATTACHMENT A*]

I. STAFF REPORT:

1. The 2024 HTRPC Annual Report hadn't yet been completed; therefore, it will be on the next meeting agenda of April 17, 2024.
2. Mr. Pulaski stated that the Planning Commission heavy duty file system is at its capacity and an additional unit is needed at a cost of \$4,687.26.
  - a) Mr. Thibodeaux moved, seconded by Mr. Billiot: "THAT the HTRPC authorize the purchase of a file cabinet for planning commission files in the amount of \$4,687.26."

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.

J. ADMINISTRATIVE APPROVAL(S):

Mr. Rogers moved, seconded by Mr. Thibodeaux: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-5."

1. Lot Line Shift between Tract A (Warren T. Fanguy) and Tract B (Thomas J. Fanguy); Section 33, T18S-R18E, Terrebonne Parish, LA (*4706 Highway 56, Chauvin / Councilwoman Kim Chauvin, District 8*)
2. Property belonging to Michael Porche involving Lot 5, North ½ Lot 6, & South ½ Lot 6 into Revised Lot 5 & Revised Lot 6, Celestine Addendum to Newtown; Section 38, T17S-R17E, Terrebonne Parish, LA (*1225 Lee Avenue / Councilman Brien Pledger, District 1*)
3. Survey & Division of Property belonging to the Stoufflet Irrevocable Trust into Lot 1 and Lot 2; Section 12, T17S-R17E, Terrebonne Parish, LA (*2179 Denley Road & 121 Dickson Road / Councilman Brien Pledger, District 1*)
4. Lot Line Shift between Lot 12-A and Lot 12-B of Add. No. 1 to Paul Gros Subdivision, into Lot 12-A-1 and Lot 12-B-1; Section 72, T16S-R16E, Terrebonne Parish, LA (*418 & 418A Isle of Cuba Road, Schriever / Councilman John Amedée, District 4*)
5. Lot Line Adjustment of Tract B & Property belonging to Jerrold A. Richard, et ux into Tract B-1 & Tract B-2; Section 23, T18S-R17E, Terrebonne Parish, LA (*1321A & 1323 Bayou Dularge Road / Councilman Danny Babin, District 7*)

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.

K. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee:
  - a) Mr. Pulaski stated the committee met on March 13, 2025 to discuss RV Parks and tiny homes. He stated that Waterplant Road residents attended the meeting with concerns of the FEMA group site near them turning into an RV Park. Mr. Pulaski indicated that the Parish President wrote a letter to FEMA on March 10, 2025 requesting that FEMA honor their agreement to return the group sites to pre-storm conditions so that should the property owner wish to open a Mobile Home Park or an RV Park, they'd have to receive approval by the Planning Commission for the mobile home park, but there were no RV Park Regulations at this time. The matter of tiny homes was more of a building code issue.
  - b) The next Subdivision Regulations Review Committee Meeting would be held, Thursday, April 10, 2025.

L. COMMISSION COMMENTS:

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

M. PUBLIC COMMENTS: None.

- N. Mr. Soudelier moved, seconded Mr. Rogers: "THAT there being no further business to come before the HTRPC, the meeting be adjourned at 6:57 p.m."



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.



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

**From:** Aaron Baudoin <abaudoin@cparch.com>

**Sent:** Thursday, March 20, 2025 1:44 PM

**To:** Christopher Pulaski <cpulaski@tpcg.org>; Becky Becnel <bbecnel@tpcg.org>

**Cc:** Joe Saffiotti <JSAFFIOTTI@cparch.com>; Victor Smeltz <vsmeltz@cox.net>; Vanessa Levine - Volunteers of America SELA <VLevine@voasela.org>; Jeanette Delery Capocaccia - Volunteers of America SELA <JDCapocaccia@voasela.org>; Elizabeth Hughes - Volunteers of America SELA <EHughes@voasela.org>; Jason Strealy - Volunteers of America SELA <JStrealy@voasela.org>

**Subject:** Imperial Terrace Multifamily Development Planned Building Group Approval Meeting

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Chris,

Good afternoon, as you know our project for the new Imperial Terrace Multifamily Development is currently on the agenda for tonight's Planning Commission meeting to review our application for Planned Building Group Approval. Following your discussion on the phone with Joe Saffiotti earlier today we are formally requesting this discussion be pushed back to the April 17<sup>th</sup> meeting to make sure we have addressed all the concerns of the public.

Please let us know if this is acceptable, and if you need anything else from us to ensure we are on the agenda for next month.

Thanks,

**AARON BAUDOIN**

Architect, AIA / NCARB

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**Baton Rouge** / Houston / New Orleans



Practicing in Mississippi as Robert M. Coleman, Architect

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TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT

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March 20, 2025  
Item G-1

TO: **Christopher M. Pulaski**

FROM: **Joan E. Schexnayder, P.E.**   
**Assistant Public Works Director**

SUBJECT: **Bon Villa Mobile Home Park Ph 2**  
**Final Re-inspection**

Representatives of the Terrebonne inspected the above referenced subdivision. The Engineer and Developer for this subdivision have met the conditions required by the Planning Commission for Final Approval.

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

cc: F.E. Milford, III (email)  
Utilities (email)  
Planning Commission (email)  
Engineering Division  
Reading File (electronic)  
Council Reading File (electronic)