

## MINUTES

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

#### MEETING OF MAY 23, 2019

- A. The Chairman, Dr. L.A. “Budd” Cloutier, Jr., called to order the regular meeting of May 23, 2019 of the Houma-Terrebonne Regional Planning Commission (HTRPC) at 6:08 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: Dr. L.A. “Budd” Cloutier, Jr., Chairman; Mrs. Angi Falgout, Secretary/Treasurer; Mr. Kyle Faulk; Mrs. Gloria Foret; Mr. Jeremy “Digger” Kelley, Vice-Chairman; and Mr. Keith Kurtz. Absent at the time of Roll Call was: Mr. Joseph “Joey” Cehan; Mr. Phillip Livas; and Mr. Wayne Thibodeaux. 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. Faulk moved, seconded by Mr. Kurtz: “THAT the HTRPC accept the minutes, as written, for the Regional Planning Commission for the regular meeting of April 25, 2019.”  
  
The Chairman called for a vote on the motion offered by Mr. Faulk. **THERE WAS RECORDED: YEAS:** Mrs. Falgout, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Kurtz; **NAYS:** None; **ABSTAINING:** Dr. Cloutier; **ABSENT:** Mr. Cehan, Mr. Livas & Mr. Thibodeaux. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
- E. Mrs. Falgout moved, seconded by Mr. Kelley: “THAT the HTRPC emit payment for the May 23, 2019 invoices and approve the Treasurer’s Report of April 2019.”  
  
The Chairman called for a vote on the motion offered by Mrs. Falgout. **THERE WAS RECORDED: YEAS:** Mrs. Falgout, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Kurtz; **NAYS:** None; **ABSTAINING:** Dr. Cloutier; **ABSENT:** Mr. Cehan, Mr. Livas & Mr. Thibodeaux. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
- F. **COMMUNICATIONS:**
1. Mr. Pulaski read a letter from Charles L. McDonald Land Surveyor, Inc., dated May 23, 2019, requesting to table Item G.1 with regard to the Redivision of Property belonging to Kenneth H. Wright, et ux until the next regular meeting of June 20, 2019 [See *ATTACHMENT A*].
    - a) Mrs. Falgout moved, seconded by Mr. Kelley: “THAT the HTRPC table the application by Neta Wright for Process D, Minor Subdivision for the Redivision of Property belonging to Kenneth H. Wright, et ux until the next regular meeting of June 20, 2019 as per the Developer’s request [See *ATTACHMENT A*].”  
  
The Chairman called for a vote on the motion offered by Mrs. Falgout. **THERE WAS RECORDED: YEAS:** Mrs. Falgout, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Kurtz; **NAYS:** None; **ABSTAINING:** Dr. Cloutier; **ABSENT:** Mr. Cehan, Mr. Livas & Mr. Thibodeaux. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
  2. Mr. Pulaski read a letter from Charles L. McDonald Land Surveyor, Inc., dated May 22, 2019, requesting to table Item H.1 with regard to the Redivision of Property belonging to Alfred J. LeBouef (Lots 17-A & 17-B) until the next regular meeting of June 20, 2019 [See *ATTACHMENT B*].
    - a) Mr. Faulk moved, seconded by Mr. Kurtz: “THAT the HTRPC table the application by Bruce LeBouef for Process D, Minor Subdivision for the Redivision of Property belonging to Alfred J. LeBouef (Lots 17-A & 17-B) until the next regular meeting of June 20, 2019 as per the Developer’s request [See *ATTACHMENT B*].”  
  
The Chairman called for a vote on the motion offered by Mr. Faulk. **THERE WAS RECORDED: YEAS:** Mrs. Falgout, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Kurtz; **NAYS:** None; **ABSTAINING:** Dr. Cloutier; **ABSENT:** Mr. Cehan, Mr. Livas & Mr. Thibodeaux. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**

3. Mr. Pulaski read a letter from David A. Waitz Engineering & Surveying, Inc., dated May 20, 2019, requesting to table Item H.3 with regard to Evangeline Estates Subdivision, Phase A, until the next regular meeting of June 20, 2019 [See *ATTACHMENT C*].

a) Mrs. Falgout moved, seconded by Mr. Faulk: “THAT the HTRPC table the final approval application by Bruce LeBouef for Process C, Major Subdivision for Evangeline Estates, Phase A, until the next regular meeting of June 20, 2019 as per the Developer’s request [See *ATTACHMENT C*].”

The Chairman called for a vote on the motion offered by Mrs. Falgout. THERE WAS RECORDED: YEAS: Mrs. Falgout, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Kurtz; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Cehan, Mr. Livas & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

G. OLD BUSINESS:

Mr. Kelley moved, seconded by Mrs. Falgout: “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 Mr. Kelley. THERE WAS RECORDED: YEAS: Mrs. Falgout, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Kurtz; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Cehan, Mr. Livas & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

1. Withdrawn. *Redivision of Property belonging to Kenneth H. Wright, et ux* [See *ATTACHMENT A*]

2. The Chairman called to order the application by Irvin J. Naquin requesting approval for Process D, Minor Subdivision, for Tract T-1A, T-1B, & T-1C, A Redivision of Tract T-1 belonging to Irvin J. Naquin.

a) Mr. Kim Knight, T. Baker Smith, LLC, stated the matter was tabled at the last meeting due to fire hydrant installation. He informed the Commission that the hydrant was installed.

b) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval provided upon the submittal of an approval letter from the Board of Health.

c) Mr. Kurtz moved, seconded by Mrs. Falgout: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tract T-1A, T-1B, & T-1C, A Redivision of Tract T-1 belonging to Irvin J. Naquin conditioned upon the submittal of an approval letter from the Board of Health.”

The Chairman called for a vote on the motion offered by Mr. Kurtz. THERE WAS RECORDED: YEAS: Mrs. Falgout, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Kurtz; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Cehan, Mr. Livas & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

H. APPLICATIONS:

1. Withdrawn. *Redivision of Property belonging to Alfred J. LeBouef (Lots 17-A & 17-B)* [See *ATTACHMENT A*]

2. The Chairman called to order the Public Hearing for an application by Craig A. Major requesting approval for Process D, Minor Subdivision, for Tracts G-1 and G-2, A Redivision of Tract A-B-C-D-A belonging to Craig A. Major.

a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He noted that gas was not available and he would note it on the plat.

b) No one was present to speak on the matter.

c) Mrs. Falgout moved, seconded by Mr. Faulk: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Mrs. Falgout. THERE WAS RECORDED: YEAS: Mrs. Falgout, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Kurtz; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Cehan, Mr. Livas & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval.
- e) Mrs. Falgout moved, seconded by Mr. Faulk: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts G-1 and G-2, A Redivision of Tract A-B-C-D-A belonging to Craig A. Major.”

The Chairman called for a vote on the motion offered by Mrs. Falgout. THERE WAS RECORDED: YEAS: Mrs. Falgout, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Kurtz; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Cehan, Mr. Livas & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

3. Withdrawn. *Evangeline Estates Subdivision, Phase A* [See ATTACHMENT C]

I. STAFF REPORT:

- 1. The Chairman requested the names of the Commissioners who had yet to complete the required annual Ethics Training Course. The Minute Clerk stated that Mrs. Falgout, Mr. Faulk, and Mr. Kurtz had not yet completed the training and were encouraged to do so as soon as possible.

J. ADMINISTRATIVE APPROVALS:

Mr. Kelley moved, seconded by Mr. Kurtz: “THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-7.”

- 1. Revised Lots 10, 11, 12, 13 & 14, A Redivision of Lots 10, 11, 12, 13 & 14. Bayou Dularge Estates Subdivision
- 2. Revised Lots 4, 5, & 14, A Redivision of Revised Lots 4, 5, & 14, Bayou Dularge Estates Subdivision, Section 24, T19S-R16E, Terrebonne Parish, LA
- 3. Lot Line Shift between Tract A-1-B and Tract "A" by C McDonald, PLS, Section 84, T15S-R16E, Terrebonne Parish, LA
- 4. Revised Tracts "A", "B", & "D", A Redivision of Tracts "A", "B", & "D", Property belonging to S & A Capital Investments, LLC, Sections 7 & 8, T16S-R17E, Terrebonne Parish, LA
- 5. Tracts 3-A & 3-B, A Division of Tract 3 of a Redivision of Property belonging to the Estate of Francois Labit, Section 24, T17S-R18E, Terrebonne Parish, LA
- 6. Tracts "A" & "B", A Redivision of Property belonging to Pat M. Olivier, Section 11, T16S-R16E, Terrebonne Parish, LA
- 7. Revised Tracts "2-A" & "2-B", A Redivision of Tracts "2-A" & "2-B", being a portion of Tract 21 of the Division of Waubun, St. George and Isle of Cuba Plantations, Section 84, T15S-R16E, Terrebonne Parish, LA

The Chairman called for a vote on the motion offered by Mr. Kelley. THERE WAS RECORDED: YEAS: Mrs. Falgout, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Kurtz; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Cehan, Mr. Livas & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

K. COMMITTEE REPORT:

- 1. Subdivision Regulations Review Committee:
  - a) Mr. Pulaski stated that a meeting hadn't been scheduled so there was nothing to report as of yet, but one would be scheduled soon.

L. COMMISSION COMMENTS:

- 1. Planning Commissioners' Comments:
  - a) Mr. Kelley discussed Highway 311 issues and was informed it was a state highway. Mr. Pulaski suggested completing two surveys that were available online to help address issues in Terrebonne Parish as well as calling their State Representatives.
- 2. Chairman's Comments: None.

M. PUBLIC COMMENTS: None.

N. Mr. Kelley moved, seconded Mr. Faulk: “THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 6:25 p.m.”

The Chairman called for a vote on the motion offered by Mr. Kelley. THERE WAS RECORDED: YEAS: Mrs. Falgout, Mr. Faulk, Mrs. Foret, Mr. Kelley, Mr. Kurtz; NAYS: None; ABSTAINING: Dr. Cloutier; ABSENT: Mr. Cehan, Mr. Livas & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

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

Item G.1.

**Charles L. McDonald**

Land Surveyor, Inc.

P O Box 1390

Gray, Louisiana 70359

Tele: (985) 876-4412 Fax: (985) 876-4806

Charles L. McDonald, PLS

Galen F. Bollinger, PLS

May 23, 2019

Houma Terrebonne Regional Planning Commission

Attn: Becky Becnel

P O Box 1446

Houma, LA 70361

Re: May 23, 2019 Agenda Item G.1. a) – Redivision of Property  
belonging to Kenneth H. Wright, et ux / Process D. Minor  
Subdivision / 6622 West Park Avenue, Terrebonne Parish, LA /  
Council District 3 / Bayou Cane Fire District / Neta Wright /  
Charles L. McDonald Land Surveyor, Inc.

Dear Becky:

I'm requesting that the above referenced agenda item on the May 23,  
2019 Planning Commission's agenda be tabled until the June 20,  
2019's agenda.

Feel free to call me if you have any questions.

Sincerely,



Alisa Champagne,  
(agent for Neta Wright)

**Charles L. McDonald**

Land Surveyor, Inc.

P O Box 1390

Gray, Louisiana 70359

Tele: (985) 876-4412 Fax: (985) 876-4806

*Item H. 1*

Charles L. McDonald, PLS

Galen F. Bollinger, PLS

May 22, 2019

Houma Terrebonne Regional Planning Commission

Attn: Becky Becnel

P O Box 1446

Houma, LA 70361

Re: May 23, 2019, Agenda Item H.1.a) – Redivision of Property  
belonging to Alfred J. LeBouef (Lots 17-A & 17-B) / Process D.  
Minor Subdivision / 111 Horseshoe Road, Terrebonne Parish, LA  
/ Council District 4 / Schriever Fire District / Bruce LeBouef /  
Charles L. McDonald Land Surveyor, Inc.

Dear Becky:

I'm requesting that the above referenced agenda item on the May 23,  
2019 Planning Commission's agenda be tabled until the June 2019's  
agenda.

Feel free to call me if you have any questions.

Sincerely,



Alisa Champagne,  
(agent for Bruce LeBouef)

DAVID A. WAITZ ENGINEERING AND SURVEYING, INC.  
*Civil Engineers & Professional Land Surveyors*

Item H.3

Jacob A. Waitz, E.I.

David A. Waitz, P.E., P.L.S.

James M. Templeton, P.L.S.

May 20, 2019

Via: E-Mail: [bbecnel@tpcd.org](mailto:bbecnel@tpcd.org)

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

Attention: Becky M. Becnel,  
Planning Commission Secretary

RE: WITHDRAWAL OF REQUEST FOR FINAL APPROVAL - EVANGELINE ESTATES  
SUBDIVISION, PHASE A LOCATED IN SECTION 7, T16S-R17E, TERREBONNE  
PARISH, LOUISIANA - DEVELOPER: EVANGELINE BUSINESS PARK, L.L.C. -  
ENGINEER'S PROJECT NO. 2017-059


Dear Becky:

We are hereby requesting that you remove Evangeline Estates Subdivision, Phase A from the May 23, 2019 agenda of the Houma-Terrebonne Regional Planning Commission meeting. At this time the Punch List items are not complete and we request that this development be placed on the June 20, 2019 meeting agenda.

Thank you in advance for your cooperation and assistance in this matter and if you should have any questions or require any additional information, please do not hesitate to contact our office.

Sincerely,

DAVID A. WAITZ  
ENGINEERING & SURVEYING, INC.

  
Jacob A. Waitz, E.I.

JAW/dth  
cc: Evangeline Business Park, L.L.C.  
File & Reading File

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7839 Park Ave. • Houma, Louisiana 70364 • (985) 876-0267 (Phone) • (985) 876-0979 (Fax)

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