

MINUTES
HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION
MEETING OF AUGUST 19, 2021

- A. The Chairman, Mr. Kyle Faulk, called the meeting of August 19, 2021 of the HTRPC to order at 6:05 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Dr. Cloutier and the Pledge of Allegiance led by him.
- B. Upon Roll Call, present were: Mr. Ross Burgard, Dr. L.A. “Budd” Cloutier, Jr.; Ms. Rachael Ellender, Secretary/Treasurer; Mr. Kyle Faulk, Chairman; Rev. Corion Gray; Mr. Robbie Liner, Vice-Chairman; Mr. Jan Rogers; Mr. Barry Soudelier; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call were: None. Also present were Mr. Christopher Pulaski, Director, Department of Planning & Zoning and Mr. Derick Bercegeay, Legal Advisor. Ms. Margeaux LeCompte assisted for Mrs. Becky Becnel who could not attend the meeting.
- 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 report.*
- D. **APPROVAL OF THE MINUTES:**
1. Mr. Rogers moved, seconded by Mr. Soudelier: “THAT the HTRPC accept the minutes as written, for the Regional Planning Commission for the special meeting of July 15, 2021.”

The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Burgard, Dr. Cloutier, Ms. Ellender, Rev. Gray, Mr. Liner, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
 2. Dr. Cloutier moved, seconded by Mr. Rogers: “THAT the HTRPC accept the minutes as written, for the Regional Planning Commission for the regular meeting of July 15, 2021.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mr. Burgard, Dr. Cloutier, Ms. Ellender, Rev. Gray, Mr. Liner, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Ms. Ellender moved, seconded by Mr. Liner: “THAT the HTRPC remit payment for the August 19, 2021 invoices and approve the Treasurer’s Report of July 2021.”

The Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Mr. Burgard, Dr. Cloutier, Ms. Ellender, Rev. Gray, Mr. Liner, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **COMMUNICATIONS:**
1. Mr. Pulaski read an email from Keneth L. Rembert Land Surveyors, dated August 10, 2021, requesting to withdraw the application for Process D, Minor Subdivision, for the Subdivision of a portion of Property belonging to A.M. Dupont Corporation (Lots 1-7) [See *ATTACHMENT A*].
 - a) Dr. Cloutier moved, seconded by Mr. Thibodeaux: “THAT the HTRPC withdraw the application for Process D, Minor Subdivision, for the Subdivision of a portion of Property belonging to A.M. Dupont Corporation (Lots 1-7) and remove from further consideration 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. Burgard, Dr. Cloutier, Ms. Ellender, Rev. Gray, Mr. Liner, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
 2. Mr. Pulaski read a letter from Keneth L. Rembert Land Surveyors, dated August 18, 2021, requesting to table the application for Process D, Minor Subdivision, for Lots 1 thru 8, A Redivision of Property belonging to Harry Bourg Corporation indefinitely as per the Developer’s request [See *ATTACHMENT B*].
 - a) Dr. Cloutier moved, seconded by Mr. Soudelier: “THAT the HTRPC table the application for Process D, Minor Subdivision, for Lots 1 thru 8, A Redivision of Property belonging to Harry Bourg Corporation indefinitely as per the Developer’s request [See *ATTACHMENT B*].”

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

G. OLD BUSINESS:

Dr. Cloutier moved, seconded by Ms. Ellender: "THAT the Old Business be removed from the table and be considered at this time."

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

1. *Tabled indefinitely.* Lots 1 thru 8, A Redivision of Property belonging to Harry Bourg Corporation. [See *ATTACHMENT B*]
2. The Chairman called to order an application by Robert Champagne, III, et ux for Process D, Minor Subdivision, for Revised Lots 101 & 102, Redivision of Lots 101 through 107 of Crescent Plantation belonging to Robert Champagne, III, et ux.
 - a) Mr. Kim Knight, T. Baker Smith, LLC, stated the matter was tabled at the previous meeting to work out issues with Waterworks and the entrance to the property. He stated they have provided a 20' servitude of passage and will install a 5' waterline and then install a fire hydrant afterwards but are currently awaiting parts. He requested conditional approval.
 - b) Discussion was held regarding substantial infrastructure needing to be installed and that the matter should be tabled rather than conditionally approved especially with the backlog of parts.
 - c) Mr. Pulaski discussed the Staff Report and stated Staff would recommend conditional approval provided upon the submittal of fire hydrant installation confirmation and the installation of the water line and submittal of final approval letter from Waterworks. He stated that the Developer has paid a deposit and signed a contract for the construction of the waterline and that a similar scenario was recently conditionally approved when applicant paid half of the installation of a fire hydrant. He further stated the Developer was fully aware that he would not be issued any building permits until this matter was rectified.
 - d) Discussion ensued regarding not conditionally approving the matter due to there being infrastructure needed. Discussion ensued regarding the matter being tabled at the previous meeting by the Commission and that they could not table again and that the matter would be approved if no action were taken or they would have to deny it, of course, unless the Developer would request to table. [This information was incorrect; the matter was tabled indefinitely by the Developer at the previous meeting.]
 - e) Discussion ensued regarding whether the Developer would table the matter or if the Commission would have to deny. Mr. Knight stated that the matter could've been done administratively, and no fire hydrant would have been required but the development consisted of more than 5 lots. He further stated that the Developer has committed to \$25,000 for the waterline and fire hydrant installation as well as signed a contract for the same.
 - f) Mr. Liner moved, seconded by Mr. Burgard: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Revised Lots 101 & 102, Redivision of Lots 101 through 107 of Crescent Plantation belonging to Robert Champagne, III, et ux conditioned upon the submittal of fire hydrant installation confirmation and the installation of the water line and submittal of final approval letter from Waterworks."

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

H. APPLICATIONS / NEW BUSINESS:

1. The Chairman called to order the Public Hearing for an application by Laurentino M. Cardenas for Process D, Minor Subdivision, for Tracts A, B, & C, A Redivision of Property belonging to Laurentino M. Cardenas, et al.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property and stated Mr. Cardenas would be utilizing the property to only dock his boat. He stated there was an issue with the Department of Health and requested conditional approval.
- b) There was one present to speak on the matter.
- c) Mr. Rogers moved, seconded by Rev. Gray: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Dr. Cloutier, Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Liner, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend conditional approval provided upon the submittal of an approval letter from the Department of Health, submittal of all utility service availability letters, and municipal addresses being depicted on the plat.
- e) Mr. Thibodeaux moved, seconded by Rev. Gray: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts A, B, & C, A Redivision of Property belonging to Laurentino M. Cardenas, et al upon the submittal of an approval letter from the Department of Health, submittal of all utility service availability letters, and municipal addresses being depicted on the plat."

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

2. The Chairman called to order the Public Hearing for an application by Gary L. Smith for Process D, Minor Subdivision, for Parcels A thru E, A Redivision of Property belonging to the Paul Steele Smith and Anne Marie Smith Joint Living Trust, et al.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property and stated the property was divided long ago but never fully developed. He stated the Developer wanted to create farmettes and there was one area between the property and the recreation district that didn't have a water line so he would revise the plat and remove that lot from the development. He stated the engineering calculations weren't done in time so he would request the public hearing be held and he would table afterwards.
- b) The Chairman recognized Marjorie Romero Ambrose, 205 Ruble Street, who expressed concerns of drainage and flooding and there was a lack of maintenance of the drainage ditches.
- c) Dr. Cloutier moved, seconded by Mr. Liner: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Dr. Cloutier, Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Liner, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Rembert requested to table the matter until the September meeting.
- e) Discussion was held regarding whether the drainage calculations would be for just these properties or be extended for the entire area. Ms. Schexnayder stated, due to the neighbors' concerns, she will contact the Drainage Department to inquire,
- f) Dr. Cloutier moved, seconded by Mr. Thibodeaux: "THAT the HTRPC table the application for Process D, Minor Subdivision, for Parcels A thru E, A Redivision

of Property belonging to the Paul Steele Smith and Anne Marie Smith Joint Living Trust, et al until the next regular meeting of September 16, 2021.”

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

3. The Chairman called to order the Public Hearing for an application by Stephanie Hebert for Process D, Minor Subdivision, for the Division of Property belonging to Stephanie Hebert (Tracts SH-1 & SH-2).

- a) Mr. Pulaski stated the Surveyor couldn't make the meeting and Mr. Woodard requested him to represent the application and that he was comfortable doing so. Mr. Pulaski discussed the location and division of property. He discussed the Staff Report and stated Staff would recommend conditional approval provided upon the land use being depicted on the plat, the vicinity map to be replaced with a more clearly depicted map due to it being too small to be effective and depict where the property is located, municipal addresses be depicted on each lot, correct signature block be placed on the plat, submittal of all service availability letters, method of sewerage disposal be depicted on the plat, location and description of at least one permanent type benchmark to be depicted on the plat, and depiction of the proposed development for SH-2 to ensure adequate lot size is provided.”
- b) Discussion was held regarding setbacks versus the size of the property and what it could be used for.
- c) The Chairman recognized Mr. Keryl Terracina, 7102 Main Street, who expressed concerns of a drainage line that runs through his yard from Martin Luther King Boulevard and if it would be filled completely.
- d) Dr. Cloutier moved, seconded by Mr. Liner: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Dr. Cloutier, Mr. Burgard, Ms. Ellender, Rev. Gray, Mr. Liner, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Faulk; ABSENT: None. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- e) Mr. Pulaski discussed the drainage ditch and Ms. Schexnayder stated it was a state servitude. He added to his conditions that the LDOTD drainage servitude be depicted on the plat.
- f) Dr. Cloutier moved, seconded by Mr. Soudelier: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for the Division of Property belonging to Stephanie Hebert (Tracts SH-1 & SH-2) conditioned upon the land use being depicted on the plat, the vicinity map to be replaced with a more clearly depicted map due to it being too small to be effective and depict where the property is located, municipal addresses be depicted on each lot, correct signature block be placed on the plat, submittal of all service availability letters, method of sewerage disposal be depicted on the plat, location and description of at least one permanent type benchmark to be depicted on the plat, depiction of the proposed development for SH-2 to ensure adequate lot size is provided, and the LA DOTD drainage servitude be depicted on the plat.”

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

4. The Chairman called to order the engineering application by Dantin Bruce Development, Inc. for Process C, Major Subdivision, for Adley Oaks Subdivision, Phase A.

- a) Mr. Jeff Diamond, Quality Engineering & Surveying, LLC, was present to represent the application.
- b) Ms. Joan Schexnayder, TPCG Engineering Division, read a memo dated August 19, 2021, regarding the punch list items for the development [See *ATTACHMENT C*].

- c) Mr. Diamond stated they would comply and would request 60 days but would take 90 days.
- d) Dr. Cloutier moved, seconded by Mr. Rogers: “THAT the HTRPC grant engineering approval of the application for Process C, Major Subdivision, for Adley Oaks, Phase A, conditioned upon the Developer complying/resolving all punch list items per TPCG Engineering’s Memo dated August 19, 2021, and allow 90 days for completion.”
- e) Discussion was held regarding the length of the punch list and Mr. Diamond stated that a lot of the items were done under Item 17 but they couldn’t test it yet.

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

I. STAFF REPORT:

- 1. Staff indicated that Dr. Cloutier, Ms. Ellender, Mr. Faulk, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux had completed the required Ethics Training as of today.

J. ADMINISTRATIVE APPROVAL(S):

Dr. Cloutier moved, seconded by Mr. Rogers: “THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-14.”

- 1. Revised Lot 18, Block 9, A Redivision of Lots 9 & 18, Addendum No. 2, Phase B, Sugarwood Estates Subdivision; Sections 86 & 87, T17S-R17E, Terrebonne Parish, LA
- 2. Lots 6-A & 6-B, A Redivision of Lot 6, A Portion of Lot 7 of Block 8 of Honduras Addition to the City of Houma and 53' x 128' of former Intracoastal Avenue belonging to James G. Pellegrin, Section 39, T17S-R17E, Terrebonne Parish, LA
- 3. Tract IV owned by Enterprise Gas Processing, L.L.C. and Targa Midstream Services , L.L.C., A 24.758 acre tract and a 14.00 acre tract owned by Terrebonne Parish Consolidated Government into Tracts "IV-A" and "A", Sections 18, 19, & 20, R17S-R15E, Terrebonne Parish, LA
- 4. Revised Lots 6 & 8, A Redivision of Lots 6 thru 9, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
- 5. Revised Lots 10 & 12, A Redivision of Lots 10 thru 13, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
- 6. Revised Lots 14 & 16, A Redivision of Lots 14 thru 17, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
- 7. Revised Lots 18 & 20, A Redivision of Lots 18 thru 21, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
- 8. Revised Lots 22 & 24, A Redivision of Lots 22 thru 25, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
- 9. Revised Lots 26 & 28, A Redivision of Lots 26 thru 29, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
- 10. Revised Lots 30 & 32, A Redivision of Lots 30 thru 33, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
- 11. Revised Lots 34 & 36, A Redivision of Lots 34 thru 37, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
- 12. Revised Lots 38 & 40, A Redivision of Lots 38 thru 41, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
- 13. Revised Lots 42, A Redivision of Lots 42 thru 43, Block 2 to Sugar Ridge West and a portion of Revised Lot "D" belonging to James G. Fister, et ux
- 14. Revised Lot 5, A Redivision of Lots 5, 6, & 12, Block 6 to Crescent Park Addition to the City of Houma, Section 101, T17S-R17E, Terrebonne Parish, LA

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

K. COMMITTEE REPORT:

- 1. Subdivision Regulations Review Committee: None.

L. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:

- a) Mr. Burgard stated that he had another idea for the issues involving rear lot drainage on back-to-back homes that he saw in Thibodaux that was simple and effective. It involves a 4' cemented drainage swale, and they could research it to see if it would be cost-effective.
- b) Mr. Thibodeaux discussed the sidewalks that needed to be cleaned up still from the new development coming up off of West Park Avenue. Mr. Pulaski stated he spoke to the Developer at the MPO meeting and they would get with the contractor to clean it up.
- c) Dr. Cloutier discussed trees down in Bayou Black at Savanne Road & Ellendale and at Ellendale & Bull Run Road. He stated that the grass cutters had to cut around the trees and could report them rather than waiting for someone else to see and report.
- d) Mr. Liner discussed the public in the audience that tend to leave the meeting after the public hearings thinking that is the end of discussion rather than the Commission just closing the public hearing and they miss the important discussion and result. Mr. Bercegeay stated he noticed the same thing and that maybe the Commission needs to clarify more that they are closing the public hearing and that more discussion is to come.

2. Chairman's Comments:

- a) Mr. Faulk again welcomed Rev. Gray to the Commission.

M. PUBLIC COMMENTS:

- 1. Mr. Pulaski used this time to discuss Administrative Approvals. He stated that Mr. Knight was incorrect in saying a fire hydrant would not be required had he been able to do his project administratively. He stated that all divisions had to follow the same standards of development whether it is an administrative approval or a minor and major subdivision. He stated the only difference was the process.

N. Dr. Cloutier moved, seconded by Mr. Soudelier: "THAT there being no further business to come before the HTRPC, the meeting be adjourned at 7:01 p.m."

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

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