

# Houma-Terrebonne Regional Planning Commission

Robbie Liner.....	Chairman
Jan Rogers.....	Vice-Chairman
Rachael Ellender.....	Secretary/Treasurer
Ross Burgard.....	Member
Clarence McGuire.....	Member
Travion Smith.....	Member
Barry Soudelier.....	Member
Wayne Thibodeaux.....	Member
Vacancy.....	Member

**DECEMBER 21, 2023, THURSDAY**

**6:00 P.M.**

**TERREBONNE PARISH COUNCIL MEETING ROOM  
Government Tower, 8026 Main Street, 2<sup>nd</sup> Floor, Houma, Louisiana**

## **A • G • E • N • D • A**

### **I. CONVENE AS THE ZONING & LAND USE COMMISSION**

#### **A. INVOCATION & PLEDGE OF ALLEGIANCE**

#### **B. ROLL CALL**

#### **C. CONFLICTS DISCLOSURE**

#### **D. APPROVAL OF MINUTES**

1. Approval of Minutes of Zoning & Land Use Commission for the Regular Meeting of November 16, 2023

#### **E. COMMUNICATIONS**

#### **F. NEW BUSINESS:**

1. Planned Building Group  
Cypress Court Duplexes; 6283 Alma Street; Cypress Court Apartments, LLC, c/o James Cantrelle, II, applicant

#### **G. STAFF REPORT**

#### **H. COMMISSION COMMENTS:**

1. Zoning & Land Use Commissioners' Comments
2. Chairman Comments

#### **I. PUBLIC COMMENTS**

#### **J. ADJOURN**

### **II. CONVENE AS THE REGIONAL PLANNING COMMISSION**

#### **A. INVOCATION & PLEDGE OF ALLEGIANCE**

#### **B. ROLL CALL**

#### **C. CONFLICTS DISCLOSURE**

#### **D. APPROVAL OF MINUTES:**

1. Houma-Terrebonne Regional Planning Commission Minutes for the Regular Meeting of November 16, 2023

#### **E. APPROVE REMITTANCE OF PAYMENT FOR THE DECEMBER 21, 2023 INVOICES AND THE TREASURER'S REPORT OF NOVEMBER 2023**

1. Accept and approve the proposed 2024 Budget

#### **F. ANNUAL ORGANIZATIONAL MEETING:**

1. Approval of proposal(s) for the 2023 Audit
2. Election of Officers for 2024

#### **G. COMMUNICATIONS**

**H. OLD BUSINESS:**

1. a) Subdivision: *Evangeline Oaks Subdivision*  
Approval Requested: Process C, Major Subdivision-Final  
Location: Rue Des Affaires, Terrebonne Parish, LA  
Government Districts: Council District 4 / Bayou Cane Fire District  
Developer: Evangeline Business Park, L.L.C.  
Engineer: David A. Waitz Engineering & Surveying, Inc.  
  
b) Consider Approval of Said Application
2. a) Subdivision: *Survey of 30.75 acre tract belonging to Eric A. Newman, et al formerly being a portion of property belonging to Ellender Land, LLC*  
Approval Requested: Process D, Minor Subdivision  
Location: 396 LA Highway 24, Bourg, Terrebonne Parish, LA  
Government Districts: Council District 9 / Bourg Fire District  
Developer: Eric Newman & Monique Savoy  
Surveyor: Keneth L. Rembert Land Surveyors  
  
b) Public Hearing  
c) Variance Request: Variance from the fire hydrant distance requirements  
d) Consider Approval of Said Application

**I. APPLICATIONS / NEW BUSINESS:**

1. a) Subdivision: *RPA Campus Roads*  
Approval Requested: Process C, Major Subdivision-Engineering  
Location: End of Thunderbird Road, Terrebonne Parish, LA  
Government Districts: Council District 8 / City of Houma Fire District  
Developer: Houma-Terrebonne Airport Commission  
Engineer: Milford & Associates, Inc.  
  
b) Consider Approval of Said Application

**J. STAFF REPORT**

1. Discussion and possible action regarding a change to the 2024 HTRPC Meeting Schedule & Deadlines

**K. ADMINISTRATIVE APPROVAL(S):**

1. Lot Line Adjustment of Revised Tract A-6 and Tract A-5 into Revised-2 Tract A-6 and Revised Tract A-5; Section 3, T17S-R17E, Terrebonne Parish, LA (*1861 & 1873 Martin Luther King Blvd. / Councilman Gerald Michel, District 3*)
2. Lot Line Shift Tract "B" and Tract "C" of the Partition of the Estate of Edme Theriot; Sections 23 & 24, T19S-R16E, Terrebonne Parish, LA (*2121 & 2123 Brady Road / Councilman Danny Babin, District 7*)
3. Lot Line Adjustment of Property belonging to Dean T. Dupre and Carolyn Ann Cox Dupre; Section 47, T17S-R16E, Terrebonne Parish, LA (*4289 Bayou Black Drive / Councilman Danny Babin, District 7*)
4. Tracts 2-A and 2-B, A Redivision of Property belonging to Sarah Aycock Walker, et al; Section 18, T18S-R17E, Terrebonne Parish, LA (*805 Bayou Dularge Road / Councilman Danny Babin, District 7*)
5. Revised Lots 1 & 23, A Redivision of Lots 1, 2, & 23, Block 3, Voisin Place Subdivision; Section 105, T17S-R17E, Terrebonne Parish, LA (*1210 Ellender Street & 624 Engeron Street / Councilwoman Jessica Domangue, District 5*)
6. Lots 1 & 2, A Redivisiion of Property belonging to Logan Marie Hymel; Section 31, T17S-R18E, Terrebonne Parish, LA (*727 Bayou Blue Road / Councilman Steve Trosclair, District 9*)
7. Revised Lots 7 & 8, A Redivision of Lots 7 & 8 of Block 4, Add. No. 1 to Greenacre Estates Subdivision; Sections 6, 7, & 14, T17S-R18E, Terrebonne Parish, LA (*103 Menard Drive & 4100 Country Drive / Councilman Steve Trosclair, District 9*)

**L. COMMITTEE REPORT:**

1. Subdivision Regulations Review Committee

**M. COMMISSION COMMENTS:**

1. Planning Commissioners' Comments
2. Chairman's Comments

**N. PUBLIC COMMENTS**

**O. ADJOURN**

**MINUTES**  
**HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION**  
**MEETING OF NOVEMBER 16, 2023**

- A. The Chairman, Mr. Robbie Liner, called the meeting of November 16, 2023 of the HTRPC to order at 6:04 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Mr. Thibodeaux and the Pledge of Allegiance led by Mr. Jan Rogers.
- B. Upon Roll Call, present were: Mr. Kyle Faulk; Mr. Robbie Liner, Chairman; Mr. Clarence McGuire; Mr. Jan Rogers, Vice-Chairman; Mr. Barry Soudelier; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call were: Mr. Ross Burgard; Ms. Rachael Ellender, Secretary/Treasurer; and Mr. Travion Smith. Also present were Mr. Christopher Pulaski, Director, 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 report.*
- D. **APPROVAL OF THE MINUTES:**
1. Mr. Faulk moved, seconded by Mr. Rogers: “THAT the HTRPC accept the minutes as written, for the Regional Planning Commission for the regular meeting of October 19, 2023.”
- The Chairman called for a vote on the motion offered by Mr. Faulk. THERE WAS RECORDED: YEAS: Mr. Faulk, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Mr. Rogers moved, seconded by Mr. Soudelier: “THAT the HTRPC remit payment for the November 16, 2023 invoices, approve the Treasurer’s Reports of October 2023, and approve the amendment to the 2023 Budget.”
- The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Faulk, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **COMMUNICATIONS:** None.
- G. **OLD BUSINESS:**
- Mr. Rogers moved, seconded by Mr. Faulk: “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. Faulk, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
1. The Chairman called to order an application by Evangeline Business Park, LLC requesting final approval for Process C, Major Subdivision, for Evangeline Oaks Subdivision.
- a) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., was present to represent the application.
- b) Ms. Joan Schexnayder, TPCG Engineer, read a memo dated November 16, 2023 regarding the punch list items for the subdivision [See *ATTACHMENT A*].
- c) Mr. Waitz stated the subdivision was very large and why the list seemed long, and the matter was tabled for a couple of months to get the list down.
- d) Discussion was held regarding Mr. Waitz’s request for a variance for Item 4, stumps in the 10-acre pond that does not affect the volume or drainage, liability of the stumps in the pond, and the pond being maintained by the Developer not the Parish.
- e) Discussion ensued regarding Item 9 on the punch list pertaining to the infrastructure warranty on previous Evangeline Subdivisions that had nothing to do with Evangeline Oaks and Mr. Waitz questioning why it was on the punch list.

- f) Mr. Pulaski stated Staff recommend conditional approval provided upon TPCG Engineering Division's punch list being completed.
- g) Mr. Thibodeaux moved: "THAT the HTRPC table the final application for Process C, Major Subdivision, for Evangeline Oaks Subdivision until the next regular meeting of December 21, 2023." *The motion failed due to the lack of a second.*
- h) Discussion ensued regarding the cypress stumps in the pond and the infrastructure warranties of the other subdivisions with different contractors being a part of the punch list for Evangeline Oaks Subdivision.
- i) Mr. Thibodeaux moved, seconded by Mr. Rogers: "THAT the HTRPC table the final application for Process C, Major Subdivision, for Evangeline Oaks Subdivision until the next regular meeting of December 21, 2023."

The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Faulk, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, and 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 Eric Newman & Monique Savoy requesting approval of Process D, Minor Subdivision, for the Survey of 30.75-acre tract belonging to Eric A. Newman, et al formerly being a portion of property belonging to Ellender Land, LLC.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He stated he was asking for a variance from the fire hydrant because there was only a 4" waterline and the Fire Chief wouldn't approve a dry hydrant. He also said he was waiting on Waterworks and requested the public hearing to be held and then he'd request it to be tabled until the next meeting.
- b) The Chairman recognized Mr. Glenn Matherne, 471 Bourg Larose Highway, who expressed concerns of the waterline and no fire protection. He also was concerned that a moratorium would be placed on building homes in the area and his grandson wanted to build in the future.
- c) Mr. Pulaski stated there was no moratorium at this time but if there were one in the future, no building permits would be granted.
- d) Mr. Faulk moved, seconded by Mr. Rogers: "THAT the HTRPC continue the Public Hearing and the application for Process D, Minor Subdivision, for the Survey of 30.75-acre tract belonging to Eric A. Newman, et al formerly being a portion of property belonging to Ellender Land, LLC be tabled until the next regular meeting of December 21, 2023 as per the Developer's request."

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

2. The Chairman called to order the Public Hearing for an application by Houma-Terrebonne Airport Commission requesting conceptual & preliminary approval for Process C, Major Subdivision, for RPA Campus Roads.

- a) Mr. Gene Milford, Milford & Associates, Inc., discussed the location and division of property. He stated they were extending the roads and tying into Thunderbird Road to prepare for an expansion at the airport.
- b) There was no one present to speak on the matter.
- c) Mr. Rogers moved, seconded by Mr. Faulk: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Faulk, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, and Mr. Smith. 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 all utility letters.
- e) Mr. Faulk moved, seconded by Mr. Soudelier: “THAT the HTRPC grant approval of the conceptual & preliminary application for Process C, Major Subdivision, for RPA Campus Roads conditioned upon the submittal of all utility letters.”

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

- 3. The Chairman called to order an application by Onshore Materials, LLC requesting engineering approval for Process C, Major Subdivision, for Imperial Landing Subdivision, Phase D.

- a) Mr. David Waitz, David A. Waitz Engineering & Surveying, Inc., was present to represent the application.
- b) Ms. Joan Schexnayder, TPCG Engineer, read a memo dated November 8, 2023 regarding the punch list items for the subdivision [See ATTACHMENT B]
- c) Mr. Pulaski stated a traffic study was conducted and determined there would be no impact on Louisiana Drive due to development.
- d) Mr. Pulaski summarized an email from a concerned resident, Craig Acosta, who was opposed to the development.
- e) Mr. Milford requested an exception for Item 4.c. regarding rear lot drainage. Ms. Schexnayder stated it was a normal exception that is granted but two lots exceeded the limits by a little.
- f) Mr. Faulk moved, seconded by Mr. Rogers: “THAT the HTRPC grant engineering approval of the application for Process C, Major Subdivision, for Imperial Landing Subdivision, Phase D with an exception for Item 4.c. regarding rear lot drainage and conditioned upon the Developer complying/resolving the remaining items on TPCG Engineering Division’s punch list dated November 8, 2023 [See ATTACHMENT B].”

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

I. STAFF REPORT:

- 1. The Chairman called to order the Public Hearing for the discussion and possible action regarding the adoption of the Main Street Corridor Master Plan.

- a) Mr. Pulaski discussed the Main Street Corridor Master Plan and stated they had scheduled more public meetings and would like to schedule one more in Gibson. He stated it was due January 8, 2024 and would like to see the Planning Commission adopt the plan tonight.
- b) Discussion was held regarding the waterline in the Grand Bois area and utilizing funds for the same. Mr. Pulaski stated there were discussions with attorneys and how no sufficient waterline is impacting the area residents.
- c) Mr. Rogers moved, seconded by Mr. Faulk: “THAT the Public Hearing be closed.”

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

- d) Mr. Rogers moved, seconded by Mr. Soudelier: “THAT the HTRPC adopt the Main Street Corridor Master Plan.”

The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Faulk, Mr. McGuire, Mr. Rogers, and Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner and Mr. Thibodeaux;

ABSENT: Mr. Burgard, Ms. Ellender, and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

J. ADMINISTRATIVE APPROVAL(S):

Mr. Rogers moved, seconded by Mr. Faulk: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-8."

1. Survey and Division of Property belonging to Barker Holding Company, L.L.C. into Tract 1 and Raw Land; Section 4, T17S-R17E, Terrebonne Parish, LA (6444 & 6316 West Main Street / Councilman Gerald Michel, District 3)
2. Resubdivision Combination of Lots 2, 3, & 4 into Lot 2-A, Block 1, being a portion of Rebecca Plantation, Phase II, First Filing; Section 10, T16S-R16E, Terrebonne Parish, LA (Along north side of Rebecca Plantation Blvd., west of LA Hwy. 311 / Councilman Darrin Guidry, District 6)
3. Redivision of Lot Lines between Tract A, Tract B, and Tract C of Property belonging to The Schriever Assembly Church, Inc.; Section 8, T16S-R17E, Terrebonne Parish, LA (5522 West Main Street / Councilman Gerald Michel, District 3)
4. Lot Line Shift of Property belonging to Susan Dupont Boudreaux, or assigns; Section 60, T16S-R15E, Terrebonne Parish, LA (1909, 1911, & 1913 Bull Run Road / Councilman John Amedee, District 4)
5. Lot Line Shift between Property belonging to Polmer Brothers, Ltd. And Richard J. Bourgeois; Section 81, T15S-R16E, Terrebonne Parish, LA (147 Old Highway 20 / Councilman John Amedee, District 4)
6. Lot Line Adjustment between the remaining portion of Tract "B" belonging to Barbara Foret & a portion of Tract "B" belonging to Keith and Natalie Bergeron; Section 11, T17S-R18E, Terrebonne Parish, LA (108 Hotard Street / Councilman Steve Trosclair, District 9)
7. A Division of a Portion of Lot 37 of Terrebonne Project LA 12 & Tracts O, P, & Q of Tracts of Land carved out of Property of Augustine Rodrigue, Sr. situated in Lot 38 of Terrebonne Project LA 12 to create Lot Extension 37-A & 37-B; Section 86, T15S-R16E, (150 Isle of Cuba Road / Councilman John Amedee, District 4)
8. Tracts B-1 & B-2, A Redivision of a portion of Property belonging to Roy A. Mott, et ux; Section 85, T16S-R17E, Terrebonne Parish, LA (2413 Coteau Road / Councilman John Amedee, District 4)

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

K. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee: None.

L. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:
  - a) Mr. Faulk stated it was his last meeting on the Commission and he had a wonderful 5 years. The Commission thanked him for his service and wished him well.
2. Chairman's Comments:
  - a) The Chairman once again welcomed Mr. Clarence McGuire to the Planning Commission.

M. PUBLIC COMMENTS: None.

N. Mr. Faulk 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. Faulk. THERE WAS RECORDED: YEAS: Mr. Faulk, Mr. McGuire, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

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



TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT

P.O. BOX 2768 • HOUMA, LOUISIANA 70361  
985-868-5050 • WWW.TPCG.ORG



November 16, 2023  
Item No. G.1

TO: **Christopher M. Pulaski**

FROM: **Joan E. Schexnayder, P.E.** *JES*  
**Staff Engineer**

SUBJECT: **Evangeline Oaks**  
**Final Inspection**

A final inspection of the above referenced subdivision was held by representatives of the Department of Public Works. The following punch list items remain and need to be addressed:

1. A benchmark is not stamped.
2. Plat has incorrect date stamped.
3. No approval from Waterworks.
4. All stumps within retention ponds must be flush with the design invert.
5. No stumps are allowed in the slope/bank of the pond.
6. Trees need to be removed from the servitude around the pond.
7. Servitudes cannot be maintained as constructed along the CCC ditch and the rear of the properties near Southern Estates.
8. The ditches in the rear of the lots Block 1 Lot 6-38 & 53-83 need to be swept.
9. Warranty items for the previous Evangeline Subdivisions (Parc Evangeline Ph B and Evangeline Estates Ph A & B) have yet to be completed. The first subdivision this applies to dates back to July of 2020. See attached.
10. Roads: See attached for detailed punch list.
  - a. Cracked curbing barrier and rollover in the roundabout.
  - b. Rue Jean Luc, Rue Evangeline, Rue Des Affaires, & Rue Jeanette - replace cracked curbs and cracked panels.
11. Utilities:
  - a. Street lights do not have power.

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

Attachments

cc: Jacob A. Waitz, P.E., L.S.I (email)  
David Rome (email)  
Utilities (email)  
Planning Commission (email)  
Engineering Division  
Reading File (electronic)  
Council Reading File (electronic)

**RPC / D.1**

**Final Inspection Evangeline Oaks**

*Roads Punch List* – Received 9/13/23 from Heard Harris

1. Rue Des Affaires the Roundabout has crack curbing barrier and rollover.
2. Rue Jean Luc has cracked curbing by Lot # 10 and 11.
3. Rue Jean Luc has a cracked panel around the sewer manhole.
4. Rue Jean Luc @ Rue Jeanette has cracked curbing.
6. Rue Evangeline Lot # 21, 23, 26, 38, 39, & 83 have cracked panels.
7. Rue Evangeline Lot # 1, 2, 5, 7, 10, 12, 16, 17, 18, 42, 53, 69, 75, 88, 98, & 101 have cracked curbs.
8. Rue Evangeline has cracked panels around sewer manhole # 21, 23, 26, 38, & 39 and around drainage culverts # 10 and 33.
9. Rue Evangeline Lot # 44, 45, & 47 have cracked panels and cracked panels around sewer manhole.
10. Rue Des Affairs Lot # 3, 21, 22, 23, 28, 29, 30, 31, 32, & 33 has cracked curbing.
11. Rue Des Affairs Lot # 11 and 21 have cracked panels around sewer manhole
12. Rue Jeanette Lot # 1, 12, 16, 19, 28, 32 & 36 has cracked curbing.
13. Rue Jeanette Lot # 1, 2, 3, & 34 have cracked panels and Lot # 18 has cracked panels and cracks in the isolation pad around the sewer manholes.

**RPC / D.1**





TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT

P. O. BOX 2768 • HOUMA, LOUISIANA 70361  
985-868-5050 • WWW.TPCG.ORG



July 22, 2020

David A. Waitz, P.E., P.L.S.  
David A. Waitz Engineering & Surveying, Inc.  
P.O. Box 1203  
Thibodaux, LA 70302

**Re: Evangeline Estates Phase A  
One Year Warranty Inspection**

Dear Mr. Waitz,

From 7/14/2020 - 7/21/2020, representatives of the Terrebonne Parish Department of Public Works conducted a One Year Warranty inspection for the above reference subdivision. The following punch list items remain and need to be addressed:

1. Stack Service Connections to gravity main at station text 1+55 & 2+55 (between SMH #2 and SMH #3) has a weeper leak with encrustation at joint.
2. Service line at station text 3+96.7 (Service going into SMH #3) has a small crack and buildup at joint approximately 7' from cleanout in yard (still in yard).
3. Multiple curbs and panels are cracked and need to be replaced. Unable to complete inspection of street due to mud on the road.

All required repairs shall be made within fifty (50) days of this notification. TPCG will re-inspect for warranty release only after receiving certification from your firm stating that the work has been accomplished.

This review does not imply that this subdivision submitted complies with all other requirements of the Parish Codes. Please feel free to contact me at 873-6720 if you have any questions or comments.

Respectfully,

  
Joan E. Schexnayder, P.E.  
Staff Engineer

JES/bbd

cc: David Rome  
Ernest Brown  
Christopher Pulaski  
Planning Commission  
Engineering Division  
Reading File  
Council Reading File

**RPC / D.1**

**ATTACHMENT A**

**Page 3 of 6**



TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT

P.O. BOX 2768 • HOUMA, LOUISIANA 70361  
985-868-5050 • WWW.TPCG.ORG



September 21, 2023

Jacob A. Waitz, P.E., L.S.I.  
David A. Waitz Engineering & Surveying, Inc.  
P.O. Box 1203  
Thibodaux, LA 70302

Re: **Evangeline Estates Phase B  
One Year Warranty Inspection  
REVISED**

Dear Mr. Waitz,

The following punch list items remain and need to be addressed:

1. Multiple cracks in the road and curbing.
2. Cracks in the concrete isolation pads at sewer manhole 1, 2, 3, 5, and 6.

All required repairs should have been made within fifty (50) days of prior notification date January 20, 2022. TPCG will re-inspect for warranty release only after receiving certification from your firm stating that the work has been accomplished.

This review does not imply that this subdivision submitted complies with all other requirements of the Parish Codes. Please feel free to contact me at 873-6720 if you have any questions or comments.

Respectfully,

Joan E. Schexnayder, P.E.  
Staff Engineer

JES/bbd

cc: David Rome (e-mail)  
Ernest Brown (e-mail)  
Christopher Pulaski (e-mail)  
Engineering Division  
Reading File (electronic)  
Council Reading File (electronic)

**RPC / D.1**



TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT

P.O. BOX 2768 • HOUMA, LOUISIANA 70361  
985-868-5050 • WWW.TPCG.ORG



May 5, 2023

*Via Email*

Jacob A. Waitz, P.E., L.S.I  
David A. Waitz Engineering & Surveying, Inc.  
P.O. Box 1203  
Thibodaux, LA 70302

**Re: Parc Evangeline Phase B  
One Year Warranty Inspection**

Dear Mr. Waitz,

From 4/10/2023 - 4/14/2023, representatives of the Terrebonne Parish Department of Public Works conducted a One Year Warranty inspection for the above reference subdivision. The following punch list items remain and need to be addressed:

1. Drainage:
  - a. Sta.3+07.9 Repair cracked panel around DMH.
  - b. Sta.6+42.9 CB-01 Lt., reseal top decking.
  - c. Sta.20+26.0 CB-02 Rt., reseal top decking.
  
2. Roads: If any of these items are a part of the lawsuit and need to be postponed to be fixed at a later date, please let us know.
  - a. Marie Clarie Dr. There is Curbing Broken and missing pieces at Lot #13, 33, 51.
  - b. Marie-Clarie Dr. Repair crack panels Lot # 27 & 29.
  - c. Marie-Claire Dr. @ Sophie Dr. Lot # 27 and 28 has crack panels and curbing.
  - d. Sophie Dr. Lot # 20 & 25 crack panels around sewer manhole and at House # 203, 206, 210, 214, 215 218, 219, 227, 231 and 235.
  - e. When you first turn on Marie-Clarie Dr. you have crack curbing From Rue Des Affaires on right side to curve by Lot # 11.
  
3. Pollution Control:
  - a. Lot #1 we could not access the service- was Covered in concrete. Access must be Provided to service line.
  - b. Lot #13 the Cap is broken and the whole service is full of mud and sand. Line must be repaired and clear of all debris.
  - c. Lot #14 the service is broken at the top. Service line is full of mud and sand. Line must be repaired and clear of all debris.
  - d. Lot #10,16, 17, 18, 20, 21,31,34,28,29,30,31,32,33,36,37,47,48,49,50,51 The service is full of mud must be cleaned of all debris.
  - e. Lot #33 Has a nest in the service. It did not have a cap on the stub up. This must be clean of all debris and a cap put on.
  - f. After all Services have been cleaned then the gravity mains must be cleaned as well.

**RPC / D.1**

All required repairs shall be made within fifty (50) days of this notification. TPCG will re-inspect for warranty release only after receiving certification from your firm stating that the work has been accomplished.

This review does not imply that this subdivision submitted complies with all other requirements of the Parish Codes. Please feel free to contact me at 873-6720 if you have any questions or comments.

Respectfully,

  
Joan E. Schexnayder, P.E.  
Staff Engineer

JES/bbd

cc: David Rome (email)  
Utilities (email)  
Christopher Pulaski (email)  
Planning Commission (email)  
Engineering Division  
Reading File (electronic)  
Council Reading File (electronic)

**RPC / D.1**

# Houma-Terrebonne Regional Planning Commission

Post Office Box 1446, Houma, Louisiana 70361-1446  
 Phone (985) 873-6793 • htrpcinfo@tpcg.org

## NOVEMBER 2023

### HOUMA TERREBONNE REGIONAL PLANNING COMMISSION

BALANCE BROUGHT FORWARD		66,933.40
EXPENDITURES:		
HOUMA-TERR PLANNING COMM. MEMBERS (Per Diems November 16, 2023)		277.02
THE COURIER (Publications - November 2023)		2,451.65
TPCG (Postage - November 2023)		286.95
CHASE BANK (Service Fees)		30.00
TOTAL EXPENDITURES	3,045.62	
SUBTOTAL	63,887.78	
ACCOUNTS RECEIVABLE	2,250.61	
ENDING BALANCE		<u>66,138.39</u>
Chase Bank - Savings Account		59,971.63
Chase One Bank - Checking Account		<u>6,166.76</u>
TOTAL		<u>66,138.39</u>

ROBBIE LINER, Chairman  
 JAN ROGERS, Vice Chairman  
 RACHAEL ELLENDER, Secretary/Treasurer  
 ROSS BURGARD  
 KYLE FAULK  
 CLARENCE MCGUIRE  
 TRAVION SMITH  
 BARRY SOUDELIER  
 WAYNE THIBODEAUX

CHRISTOPHER M. PULASKI, PLA  
 Director  
 BECKY M. BECNEL  
 Minute Clerk  
 DERICK BERCEGEAY  
 Legal Advisor  
 Terrebonne Parish  
 Consolidated Government  
 Planning & Zoning Department  
[www.tpcg.org/planning](http://www.tpcg.org/planning)

**RPC / E**

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION  
 2023 - NOVEMBER TREASURER'S REPORT  
 PAGE 2

ACCOUNTS RECEIVABLE:

Interest on Money Market Account	2.50
Interest on Checking Account	0.05
Keneth L. Rembert Land Surveyors	313.06
Milford & Associates, Inc.	75.00
David Waitz Engineering & Surveying, Inc.	860.00
David Waitz Engineering & Surveying, Inc.	125.00
CSRS, LLC	125.00
Charles L. McDonald Land Surveyor, Inc.	125.00
Charles L. McDonald Land Surveyor, Inc.	125.00
Charles L. McDonald Land Surveyor, Inc.	125.00
Delta Coast Consultants, LLC	125.00
Leonard Chauvin P.E., P.L.S., Inc.	125.00
Keneth L. Rembert Land Surveyors	125.00

\_\_\_\_\_  
 Approved by: Secretary/Treasurer  
 Title

\$ 2,250.61

\_\_\_\_\_  
 Approved by: Chairman  
 Title

HOUMA TERREBONNE REGIONAL PLANNING COMMISSION  
P. O. BOX 1446  
HOUMA, LA. 70361

Outstanding invoices and disbursements

OPERATING ACCOUNT

Date	Invoice Number	Vendor	Description	Amount
12/21/2023		Ross Burgard	Per Diem	46.17
12/21/2023		Rachael Ellender	Per Diem	46.17
12/21/2023		Robbie R. Liner	Per Diem	46.17
12/21/2023		Clarence McGuire, Jr.	Per Diem	46.17
12/21/2023		Jan J. Rogers	Per Diem	46.17
12/21/2023		Travion Smith	Per Diem	46.17
12/21/2023		Barry J. Soudelier	Per Diem	46.17
12/21/2023		Wayne Thibodeaux	Per Diem	46.17
12/21/2023		TPCG	Postage	42.08
12/21/2023		Gate House Media Holdings	Advertising	506.25
12/21/2023		Becky Becnel	Reimbursement	31.86
TOTAL OPERATING EXPENDITURES				949.55

Date	Invoice	Vendor	Description	Amount
12/21/2023		H-T Reg. Plan Comm	Transfer	-

12/21/2023 \_\_\_\_\_ Secretary/Treasurer  
Date Title

12/21/2023 \_\_\_\_\_ Chairman  
Date Approved by: Title

12/21/2023 \_\_\_\_\_ Accountant  
Date Approved by: *Shirley Gulpin* Title

Receipts December 1st through December 31st, 2023

Total Project Services, LLC	28.50
Houma-Terrebonne Airport Commission	860.00
Delta Coast Consultants, LLC	125.00
Charles L. McDonald Land Surveyor, Inc.	125.00
Arthur or Carolyn Dupre	125.00
Keneth L. Rembert Land Surveyors	125.00
Keneth L. Rembert Land Surveyors	125.00
Keneth L. Rembert Land Surveyors	125.00
Keneth L. Rembert Land Surveyors	125.00
Charles L. McDonald Land Surveyor, Inc.	171.00
	<hr/>
	1,934.50
	<hr/>

Chase Bank Money Market Account Balance \$61,906.13  
Chase Bank Checking Account Balance \$5,217.21



**HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION  
PROPOSED BUDGET FOR YEAR 2024**

	<b>2024 Proposed Budget</b>
<b>REVENUES</b>	
Charges for services	\$ 30,000
Interest	70
Total Revenues	30,070
<b>SUMMARY OF EXPENDITURES</b>	
<b>Personal Services</b>	
Board Member Per Diem Payments	5,850
Payroll Tax Expenses	900
Total Personal Services	6,750
<b>Supplies and Materials</b>	
Office Supplies	300
Meetings and Public Notices	10,600
Postage	4,000
Total Supplies and Materials	14,900
<b>Other Services and Charges</b>	
Audit fees	3,000
Insurance	500
Membership Dues	800
Bank Charges	500
Miscellaneous	2,000
Professional Services	1,000
Training	5,000
Total Other Services and Charges	12,800
Total Expenses	34,450
<b>SUMMARY OF FUND BALANCE</b>	
Net change in fund balance	(4,380)
Estimated Beginning Fund Balance	60,877
Estimated Ending Fund Balance	\$ 56,497

**HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION  
PROPOSED BUDGET FOR YEAR 2024**

	2022				Current Year				Upcoming Year	
	Actual	2023 Original Budget	2023 Line - Item Adjustment	2023 Last Adopted Budget	2023 Actual Year-to-Date as of November 2023	2023 Estimated Remaining for Year	2023 Projected Actual Result at Year End [G + H]	2023 % Change Last Adopted Budget vs. Projected Actual Result at Year End [F / I - 1]	2024 Proposed Budget	2024 % Change Projected Actual Result at Year End vs. Adopted Budget [I / L - 1]
<b>REVENUES</b>										
Charges for services	\$ 36,071	\$ 30,000		\$ 30,000	\$ 23,479	\$ 6,521	\$ 30,000	0.0%	\$ 30,000	0.0%
Interest	28	70		70	25	45	70	0.0%	70	0.0%
<b>Total Revenues</b>	<b>36,099</b>	<b>30,070</b>	<b>-</b>	<b>30,070</b>	<b>23,504</b>	<b>6,566</b>	<b>30,070</b>	<b>0.0%</b>	<b>30,070</b>	<b>0.0%</b>
<b>SUMMARY OF EXPENDITURES</b>										
<b>Personal Services</b>										
Board Member Per Diem Payments	4,500	5,850		5,850	2,632	3,218	5,850	0.0%	5,850	0.0%
Payroll Tax Expenses	343	900		900	498	402	900	0.0%	900	0.0%
<b>Total Personal Services</b>	<b>4,843</b>	<b>6,750</b>	<b>-</b>	<b>6,750</b>	<b>3,130</b>	<b>3,620</b>	<b>6,750</b>	<b>0.0%</b>	<b>6,750</b>	<b>0.0%</b>
<b>Supplies and Materials</b>										
Office Supplies	369	500		500	333	167	500	0.0%	300	-40.0%
Meetings and Public Notices	11,200	6,500	7,875	14,375	11,879	2,496	14,375	0.0%	10,600	-26.3%
Postage	3,381	4,000		4,000	2,554	1,446	4,000	0.0%	4,000	0.0%
<b>Total Supplies and Materials</b>	<b>14,950</b>	<b>11,000</b>	<b>7,875</b>	<b>18,875</b>	<b>14,766</b>	<b>4,109</b>	<b>18,875</b>	<b>0.0%</b>	<b>14,900</b>	<b>-21.1%</b>
<b>Other Services and Charges</b>										
Audit fees	2,750	3,000	25	3,025	3,025	-	3,025	0.0%	3,000	-0.8%
Insurance	500	500		500	500	-	500	0.0%	500	0.0%
Membership Dues	733	800		800	-	800	800	0.0%	800	0.0%
Bank Charges	376	400	100	500	471	29	500	0.0%	500	0.0%
Miscellaneous	386	3,000	(1,500)	1,500	1,097	403	1,500	0.0%	2,000	33.3%
Professional Services	-	1,000		1,000	-	1,000	1,000	0.0%	1,000	0.0%
Training	9,945	8,000	(6,500)	1,500	-	1,500	1,500	0.0%	5,000	233.3%
<b>Total Other Services and Charges</b>	<b>14,690</b>	<b>16,700</b>	<b>(7,875)</b>	<b>8,825</b>	<b>5,093</b>	<b>3,732</b>	<b>8,825</b>	<b>0.0%</b>	<b>12,800</b>	<b>45.0%</b>
<b>Total Expenses</b>	<b>34,483</b>	<b>34,450</b>	<b>-</b>	<b>34,450</b>	<b>22,989</b>	<b>11,461</b>	<b>34,450</b>	<b>0.0%</b>	<b>34,450</b>	<b>0.0%</b>
<b>SUMMARY OF FUND BALANCE</b>										
Net change in fund balance	1,616	(4,380)	-	(4,380)	515	(4,895)	(4,380)		(4,380)	0.0%
Estimated Beginning Fund Balance	63,641	65,257	65,257	65,257	65,257	65,257	65,257	0.0%	60,877	-6.7%
Estimated Ending Fund Balance	\$ 65,257	\$ 60,877	\$ 65,257	\$ 60,877	\$ 65,772	\$ 60,362	\$ 60,877	0.0%	\$ 56,497	-7.2%

DATE: December 15, 2022

MEMO TO: Becky Becnel  
Houma-Terrebonne Regional Planning Commission

FROM: Skyla Galjour  
Terrebonne Parish Consolidated Government, Accountant

SUBJECT: 2022 Annual Audit Services

---

Quotes have been obtained for the 2022 annual audit services for the Houma-Terrebonne Regional Planning Commission. Listed below are Certified Public Accounting agencies and their response.

- Martin and Pellegrin, CPA's (Houma, La) - \$3,000 (2022-2024)
- T. S. Kearns & Co. (Thibodaux, La) – Not submitting a quote at this time
- Bourgeois Bennett (Houma, La) – Not submitting a quote at this time

Please have the board make a motion to choose a firm. Once a firm is selected, the firm will be contacted to provide the engagement letter for signing. If you have any questions, please give me a call @ 873-6733.

AUDIT PROPOSAL  
FOR  
HOUMA-TERREBONNE  
REGIONAL PLANNING  
COMMISSION

Name of Proposer's Firm: Martin & Pellegrin CPAs (PC)  
Address (Physical & Mailing): 103 Ramey Road  
Houma, LA 70360  
Telephone Number: (985) 851-3638  
Fax Number: (985) 851-3951  
Contact Person: Pernell J. Pellegrin, CPA  
Proposed Audit Fee: \$ 3,000 per year

**Martin  
and  
Pellegrin**

103 Ramey Road  
Houma, Louisiana 70360

*Certified Public Accountants  
(A Professional Corporation)*

Ph. (985) 851-3638  
Fax (985) 851-3951

September 20, 2022

To the Board of Commissioners  
Houma-Terrebonne Regional Planning Commission  
Houma, Louisiana

Dear Sirs:

Please accept this document as our Firm's proposal to serve as independent auditors for Houma-Terrebonne Regional Planning Commission for the primary purpose of reporting on the Commission's financial statements for the years ending **December 31, 2022, 2023, and 2024.**

The audit will be performed in accordance with generally accepted auditing standards as promulgated by the American Institute of Certified Public Accountants. There are no scope limitations as related to the performance of this audit by our firm. The audit will be performed in a timely manner as required by state statute.

Our firm has the necessary governmental audit experience and is kept abreast of current auditing and reporting requirements. The firm, as well as both of its partners, is licensed to practice public accounting in the State of Louisiana. Our firm is independent, as defined by generally accepted auditing standards, as related to your Commission. Since inception, the firm has no record of substandard audit work and has not engaged in any unethical practices. The firm has met all applicable peer review and continuing professional education requirements. A copy of the Firm's most recent peer review is enclosed.

Our firm is a local firm whose partners are members of the American Institute of Certified Public Accountants and the Society of Louisiana Certified Public Accountants. The firm offers accounting, data processing, review, auditing, tax, computer consulting, and business consulting services to its clients.

No disciplinary action has been taken against our firm by the American Institute of Certified Public Accountants, any state board of accountancy, any state or federal grantor, any state society of certified public accountants, or any other regulatory body. Neither of the two partners nor any firm employees has ever been the subject of any past, present, or anticipated administrative, criminal, or civil action alleging breach of contract or a violation of any federal, state, or local law. The partners and firm employees have never been convicted of a felony, pleaded nolo contendere to a felony charge, or been held liable in a civil action by final judgment involving a violation of any federal, state, or local law, or been the subject of a material

**RPC / F.1**

complaint or other legal proceeding. No partner or firm employee is subject to any effective injunctive or restrictive order or decree relating to the performance of a service contract.

The firm does not discriminate on the basis of race, color, religion, sex, national origin, veterans' status, political affiliation, disability, sexual orientation, or any other matter relating to employment.

Our proposed fees are based on the estimated hours to complete the engagement. We propose an audit fee of \$3,000 per year. Please note that there has been no fee increase for the last three years and we commit to no fee increase for the next three year period.

This engagement will be the responsibility of Pernel J. Pellegrin, our audit partner who has 37 years experience in private industry, governmental, and non-profit auditing.

If selected, we will hold the Houma-Terrebonne Regional Planning Commission engagement in high regard and assure that you will receive the quality service expected. We would be pleased to discuss this proposal at your convenience. Please feel free to call Mr. Pellegrin at 851-3638 if you have any questions or concerns.

Sincerely,

A handwritten signature in cursive script, appearing to read "Martin and Pellegrin".

Martin and Pellegrin CPAs (PC)

### Non-Profit & Governmental Audits

Houma-Terrebonne Airport Commission – 1990-2022 (Subject to Uniform Guidance)  
Ms. Heather Boudreaux 10264 E Main Street Houma, LA 70363 Ph. (985) 872-4646

Houma-Terrebonne Planning Commission – 1998-2012, 2016-2021  
Ms. Rhonda Savoie 8026 Main Street #401 Houma, LA 70360 Ph. (985) 873-6793

Houma Area Convention and Visitors Bureau – 1998-2022  
Ms. Sondra Corbitt 114 Tourist Dr. Gray, LA 70359 Ph. (985) 868-2732

Terrebonne Recreation District No. 3A – 2004-2022  
Ms. Brenda Lavoie 123 Glenhill Dr Houma, LA 70363 (985) 688-6921

Houma Firemen's Pension and Relief Fund – 2004-2022  
Ms. Debbie Bour 8026 Main Street Houma, LA 70360 (985) 868-5050

Terrebonne Port Commission – 2007-2022  
Mr. David Rabalais 1116 Bayou Lacarpe Rd Houma, LA 70363 Ph. (985) 873-6428

Terrebonne Economic Development Authority – 2007-2013, 2016-2022  
Mr. Matt Rookard 8026 Main Street Houma, LA 70360 (985) 873-6890

River Parishes Convention & Visitors Bureau – 2007-2022  
Mr. Buddy Boe 671 Belle Terre Blvd LaPlace, LA 70068 Ph. (866) 204-7782

Terrebonne Veterans' Memorial District – 2011-2022  
Ms. Kandace Mauldin 8026 Main Street Houma, LA 70360 Ph. (985) 868-5050

Bayou Cane Fire Protection District – 2012-2022  
Chief Ken Himel 6166 West Main Street Houma, LA 70363 Ph. (985) 580-7230

Bayou Lafourche Fresh Water District – 2016-2022 (Subject to Uniform Guidance)  
Mr. Ben Malbrough 1016 St Mary Street Thibodaux, LA 70301 Ph. (985) 447-7155

Town of Lockport – 2019-2022 (Subject to Uniform Guidance)  
Ms. Mandy Himel 710 Church Street Lockport, LA 70374 (985) 532-3117

Terrebonne Parish Coroner – 2019-2022  
Ms. Kayla Dupre 8026 Main Street Houma, LA 70360 Ph. (985) 868-5050

Terrebonne Recreation District No. 2/3 – 2019-2022  
Ms. Sonja Labat 137 Front Street Houma, LA 70364 (985) 438-4668

Sunshine Village, Inc. – 2020-2022 (Subject to Uniform Guidance)  
Mr. Casey Guidry 106 School Street Houma, LA 70360 Ph. (985) 266-1028

**Non-Profit & Governmental Audits (cont.)**

United Way for St Charles 2005-2022

Mr. John Dias 13207 River Road Luling, LA 70070 Ph. (985) 331-9603

United Way for South Louisiana 2005-2022

Ms. Alina Merlos 600 Academy Street Houma, LA 70360 Ph. (985) 879-2461

Options for Independence 2005-2022 (Subject to Uniform Guidance)

Mr. Barry Chauvin 8326 Main Street Bldg 3 Houma, LA Ph. (985) 868-2620

Options for Affordable Housing 2015-2022

Mr. Barry Chauvin 8326 Main Street Bldg 3 Houma, LA Ph. (985) 868-2620

Bayou Land Families Helping Families 2005-2022

Mr. Charlie Michel 286 LA-3185 Thibodaux, LA 70301 Ph. (985) 447-4461

The Haven 2005-2022

Ms. Julie Pellegrin Houma and Thibodaux, LA Ph. (985) 872-0757

Bayou Council Behavioral Health Services 2005-2022

Ms. Jennifer Tregue 504 St. Louis St. Thibodaux, LA 70301 (985) 446-0643

Bayouland YMCA 2012-2022

Ms. Angie Falgout 103 Valhi Blvd. Houma, LA 70360 Ph. (985) 873-9622

Bayou Community Academy Charter School – 2012-2022

Ms. Melanie Becnel 800 E. 7<sup>th</sup> Street Thibodaux, LA 70301 Ph. (985) 446-3011

Fletcher Community College Foundation – 2017-2022

Mr. Chandler LeBouef 1407 Hwy 311 Schriever, LA 70395 Ph. (985) 448-7900

START Corporation – 2019-2022 (Subject to Uniform Guidance)

Mr. Casey Guidry 106 School Street Houma, LA 70360 Ph. (985) 266-1028

Taddy Village, Inc. 2019-2022 (Subject to Uniform Guidance)

Mr. Casey Guidry 106 School Street Houma, LA 70360 Ph. (985) 266-1028

Larke Village, Inc. 2019-2022 (Subject to Uniform Guidance)

Mr. Casey Guidry 106 School Street Houma, LA 70360 Ph. (985) 266-1028

District Attorney of the 32<sup>nd</sup> Judicial District 2000-2022 (Subject to Uniform Guidance)

Ms. Sandy Romano P.O. Box 3600 Houma, LA 70360 Ph. (985) 873-6500



**MINUTES**  
**HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION**  
**MEETING OF DECEMBER 15, 2022**

- A. The Chairman, Mr. Robbie Liner, called the meeting of December 15, 2022 of the HTRPC to order at 6:00 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Rev. Corion Gray and the Pledge of Allegiance led by Mr. Kyle Faulk. *Due to an applicant running late, the Commission convened as the Regional Planning Commission before the Zoning & Land Use Commission portion of the meeting.*
- B. Upon Roll Call, present were: Mr. Kyle Faulk; Rev. Corion Gray; Mr. Robbie Liner, Chairman; Mr. Jan Rogers Vice-Chairman; Mr. Travion Smith; and Mr. Barry Soudelier. Absent at the time of Roll Call was: Mr. Ross Burgard; Ms. Rachael Ellender, Secretary/Treasurer; and Mr. Wayne Thibodeaux. Also present were Mr. Christopher Pulaski, Director, Department of Planning & Zoning 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 report.*
- D. **APPROVAL OF THE MINUTES:**
1. Mr. Faulk moved, seconded by Mr. Rogers: “THAT the HTRPC accept the minutes as written, for the Regional Planning Commission for the regular meeting of November 17, 2022.”  
  
The Chairman called for a vote on the motion offered by Mr. Faulk. THERE WAS RECORDED: YEAS: Mr. Faulk, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Mr. Rogers moved, seconded by Mr. Smith: “THAT the HTRPC remit payment for the December 15, 2022 invoices and approve the Treasurer’s Report of November 2022.”  
  
The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Faulk, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
1. Mr. Rogers moved, seconded by Mr. Smith: “THAT the HTRPC accept and approve the proposed 2023 Budget.”  
  
The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Faulk, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **ANNUAL ORGANIZATIONAL MEETING:**
1. Mr. Rogers moved, seconded by Rev. Gray: “THAT the HTRPC accept and approve Martin & Pellegrin, CPAs, proposal to perform the Commission’s audit for three years (2022, 2023, & 2024) at a cost of \$3,000.00 per year.”  
  
The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Faulk, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
  2. Election of Officers for 2023:
    - a) Mr. Faulk nominated Mr. Robbie Liner for the position of Chairman; Mr. Jan Rogers for the position of Vice-Chairman, and Ms. Rachael Ellender for the position of Secretary/Treasurer.
      - (1) Mr. Soudelier moved, seconded by Rev. Gray: “THAT the nominations for the positions of Chairman, Vice-Chairman, and Secretary/Treasurer be closed.”  
  
The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Mr. Faulk, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner;

# Houma-Terrebonne Regional Planning Commission

P.O. Box 1446, Houma, Louisiana 70361  
Phone (985) 873-6793 • Fax (985) 580-8141 • Email: htrpcinfo@tpcg.org

## APPLICATION SUBDIVISION OF PROPERTY

### APPROVAL REQUESTED:

- A. \_\_\_\_\_ Raw Land  
\_\_\_\_\_ Re-Subdivision
- B. \_\_\_\_\_ Mobile Home Park  
\_\_\_\_\_ Residential Building Park  
\_\_\_\_\_ Conceptual/Preliminary  
\_\_\_\_\_ Engineering  
\_\_\_\_\_ Final
- C. \_\_\_\_\_ Major Subdivision  
\_\_\_\_\_ Conceptual  
\_\_\_\_\_ Preliminary  
\_\_\_\_\_ Engineering  
  X   Final
- D. \_\_\_\_\_ Minor Subdivision

Variance(s) – Provide brief description below. On a separate sheet of paper, provide a detailed description of the variance, demonstrate valid hardship(s), and demonstrate why the issuance of the variance would not nullify the intent and purpose of the ordinance which may include the public health, safety, and welfare. (Sec. 24.9.2.1)

### THE FOLLOWING MUST BE COMPLETE TO ENSURE PROCESS OF THE APPLICATION:

1. Name of Subdivision: EVANGELINE OAKS SUBDIVISION
2. Developer's Name & Address: EVANGELINE BUSINESS PARK, L.L.C., 1055 ST. CHARLES AVENUE, SUITE 120, NEW ORLEANS, LA 70130  
Owner's Name & Address: EVANGELINE BUSINESS PARK, L.L.C., 1055 ST. CHARLES AVENUE, SUITE 120, NEW ORLEANS, LA 70130  
*All owners must be listed, attach additional sheet if necessary*
3. Name of Surveyor, Engineer, or Architect: DAVID A. WAITZ ENGINEERING AND SURVEYING, INC.

### SITE INFORMATION:

4. Physical Address: RUE DES AFFAIRES, HOUMA, LA 70364
5. Location by Section, Township, Range: SECTION 7, T16S-R17E
6. Purpose of Development: SINGLE FAMILY RESIDENTIAL
7. Land Use:  
  X   Single-Family Residential  
\_\_\_\_\_ Multi-Family Residential  
\_\_\_\_\_ Commercial  
\_\_\_\_\_ Industrial
8. Sewerage Type:  
  X   Community  
\_\_\_\_\_ Individual Treatment  
\_\_\_\_\_ Package Plant  
\_\_\_\_\_ Other
9. Drainage:  
  X   Curb & Gutter  
\_\_\_\_\_ Roadside Open Ditches  
\_\_\_\_\_ Rear Lot Open Ditches  
\_\_\_\_\_ Other
10. Planned Unit Development: Y  N
11. Date and Scale of Map: AUGUST 25, 2023 1" = 100'
12. Council District / Fire Tax Area: \_\_\_\_\_
13. Number of Lots: 235
14. Filing Fees: \$1,000.00

### CERTIFICATION:

I, RONNIE J. THERIOT, MANAGER, certify this application including the attached date to be true and correct.

RONNIE J. THERIOT, MANAGER  
Print Applicant or Agent  
8/25/23  
Date

[Signature]  
Signature of Applicant or Agent

The undersigned certifies that he/she is the owner of the entire land included within the proposal and concurs with the Application *or* that he/she has submitted with this Application a complete, true and correct listing of all of the owners of the entire land included within the proposal, that each of the listed owners concur with this Application, and that he/she has been given specific authority by each listed owner to submit and sign this Application on their behalf.

RONNIE J. THERIOT, MANAGER  
Print Name of Signature  
8/25/23  
Date

[Signature]  
Signature

# RPC / H.1



# Houma-Terrebonne Regional Planning Commission

P.O. Box 1446, Houma, Louisiana 70361  
Phone (985) 873-6793 • Fax (985) 580-8141 • Email: htrpcinfo@tpcg.org

## APPLICATION SUBDIVISION OF PROPERTY

### APPROVAL REQUESTED:

- |  |  |
|--|--|
| A. <input type="checkbox"/> Raw Land                         | B. <input type="checkbox"/> Mobile Home Park             |
| <input type="checkbox"/> Re-Subdivision                      | <input type="checkbox"/> Residential Building Park       |
| C. <input type="checkbox"/> Major Subdivision                | <input type="checkbox"/> Conceptual/Preliminary          |
| <input type="checkbox"/> <input type="checkbox"/> Conceptual | <input type="checkbox"/> Engineering                     |
| <input type="checkbox"/> Preliminary                         | <input type="checkbox"/> Final                           |
| <input type="checkbox"/> Engineering                         | D. <input checked="" type="checkbox"/> Minor Subdivision |
| <input type="checkbox"/> Final                               |  |

Variance(s) – Provide brief description below. On a separate sheet of paper, provide a detailed description of the variance, demonstrate valid hardship(s), and demonstrate why the issuance of the variance would not nullify the intent and purpose of the ordinance which may include the public health, safety, and welfare. (Sec. 24.9.2.1)

X

VARIANCE REQUESTED FOR FIRE HYDRANT SINCE NONE CAN BE PLACED ON A 4" WATERLINE

### THE FOLLOWING MUST BE COMPLETE TO ENSURE PROCESS OF THE APPLICATION:

- Name of Subdivision: Survey of 30.75 acre Tract belonging to Eric A. Newman et al, formerly being a portion of property belonging to Ellender Land, L.L.C.
- Developer's Name & Address: Eric Newman & Monique Savoy 72178 Hwy 23, Venice, LA 70091  
Owner's Name & Address: Eric Newman & Monique Savoy 72178 Hwy 23, Venice, LA 70091  
All owners must be listed, attach additional sheet if necessary
- Name of Surveyor, Engineer, or Architect: KENETH L. REMBERT, SURVEYOR

### SITE INFORMATION:

- Physical Address: 396 LA State Highway 24 Bourg, LA
- Location by Section, Township, Range: SECTION 76, T17S-R19E
- Purpose of Development: RECONFIGURE LOT LINE
- Land Use:  
 Single-Family Residential  
 Multi-Family Residential  
 Commercial  
 Industrial
- Sewerage Type:  
 Community  
 Individual Treatment  
 Package Plant  
 Other
- Drainage:  
 Curb & Gutter  
 Roadside Open Ditches  
 Rear Lot Open Ditches  
 Other
- Planned Unit Development: Y  N
- Date and Scale of Map: DATE: 10/27/2023 SCALE 1"=400'
- Council District / Fire Tax Area: 9 / Bayou Bienvenue Bourg
- Number of Lots: \_\_\_\_\_
- Filing Fees: \$142.06

### CERTIFICATION:

I, THOMAS W. REHAGE, certify this application including the attached date to be true and correct.

THOMAS W. REHAGE  
Print Applicant or Agent

10/27/23  
Date

Thomas W. Rehage  
Signature of Applicant or Agent

The undersigned certifies that he/she is the owner of the entire land included within the proposal and concurs with the Application or that he/she has submitted with this Application a complete, true and correct listing of all of the owners of the entire land included within the proposal, that each of the listed owners concur with this Application, and that he/she has been given specific authority by each listed owner to submit and sign this Application on their behalf.

ERIC A. NEWMAN  
Print Name of Signature

Eric Newman  
Signature

10/27/23  
Date

PC23/ 11 - 1 - 47

**RPC / H.2**  
Revised 11/3/2021



# Houma-Terrebonne Regional Planning Commission

P.O. Box 1446, Houma, Louisiana 70361  
Phone (985) 873-6793 • Fax (985) 580-8141 • Email: [htrpcinfo@tpcg.org](mailto:htrpcinfo@tpcg.org)

## APPLICATION SUBDIVISION OF PROPERTY

### APPROVAL REQUESTED:

- |  |  |
|--|--|
| A. <input type="checkbox"/> Raw Land                     | B. <input type="checkbox"/> Mobile Home Park       |
| <input type="checkbox"/> Re-Subdivision                  | <input type="checkbox"/> Residential Building Park |
| C. <input checked="" type="checkbox"/> Major Subdivision | <input type="checkbox"/> Conceptual/Preliminary    |
| <input type="checkbox"/> Conceptual                      | <input type="checkbox"/> Engineering               |
| <input type="checkbox"/> Preliminary                     | <input type="checkbox"/> Final                     |
| <input checked="" type="checkbox"/> Engineering          | D. <input type="checkbox"/> Minor Subdivision      |
| <input type="checkbox"/> Final                           |  |

Variance(s) – Provide brief description below. On a separate sheet of paper, provide a detailed description of the variance, demonstrate valid hardship(s), and demonstrate why the issuance of the variance would not nullify the intent and purpose of the ordinance which may include the public health, safety, and welfare. (Sec. 24.9.2.1)

### THE FOLLOWING MUST BE COMPLETE TO ENSURE PROCESS OF THE APPLICATION:

- Name of Subdivision: RPA Campus Roads  
Developer's Name & Address: Houma-Terrebonne Airport Commission  
10264 East Main St., Houma, LA 70363
- Owner's Name & Address: Terrebonne Parish Consolidated Gov. P.O. Box 2768, Houma, LA 70361  
All owners must be listed, attach additional sheet if necessary
- Name of Surveyor, Engineer, or Architect: Milford & Associates, Inc.

### SITE INFORMATION:

- Physical Address: End of Thunderbird Road
- Location by Section, Township, Range: Section 3, T17S-R18E
- Purpose of Development: RPA Campus Roads
- Land Use:  
 Single-Family Residential  
 Multi-Family Residential  
 Commercial  
 Industrial
- Sewerage Type:  
 Community  
 Individual Treatment  
 Package Plant  
 Other
- Drainage:  
 Curb & Gutter  
 Roadside Open Ditches  
 Rear Lot Open Ditches  
 Other
- Planned Unit Development: Y  N
- Date and Scale of Map: 18OCT2023 Scale 1" = 60'
- Council District / Fire Tax Area: 8 / City of Houma
- Number of Lots: 1
- Filing Fees: \$860.00

### CERTIFICATION:

I, Floyd E. Milford, III, certify this application including the attached date to be true and correct.

Floyd E. Milford, III  
Print Applicant or Agent

December 1, 2023  
Date

  
Signature of Applicant or Agent

The undersigned certifies that he/she is the owner of the entire land included within the proposal and concurs with the Application **or** that he/she has submitted with this Application a complete, true and correct listing of all of the owners of the entire land included within the proposal, that each of the listed owners concur with this Application, and that he/she has been given specific authority by each listed owner to submit and sign this Application on their behalf.

Myrden "Mert" Pellegrin  
Print Name of Signature

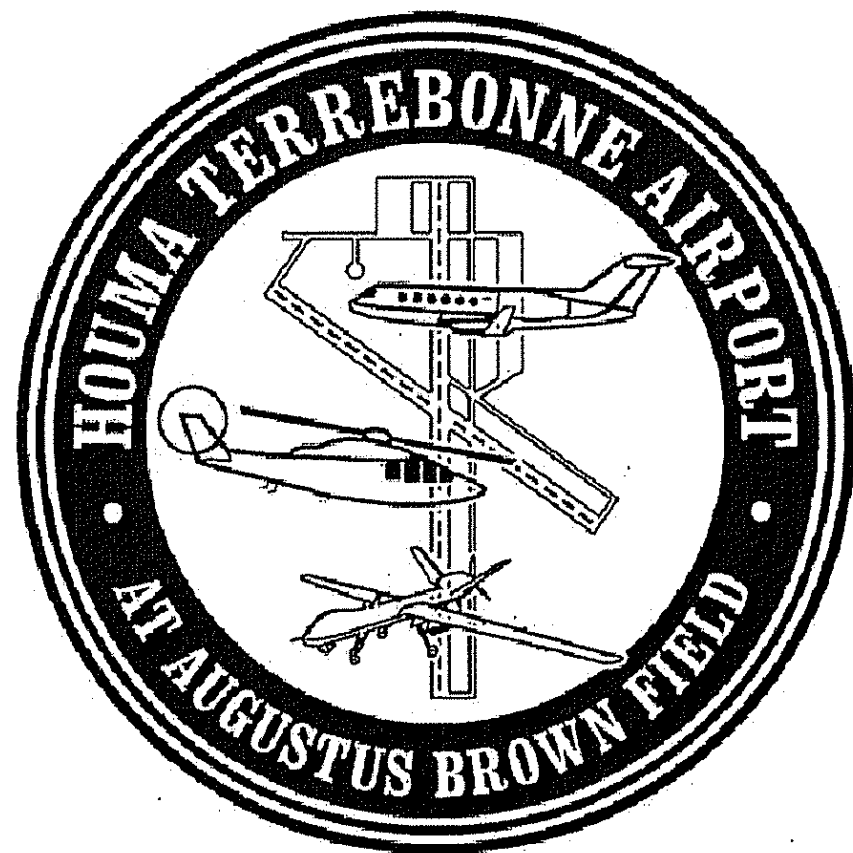
November 30, 2023  
Date

  
Signature

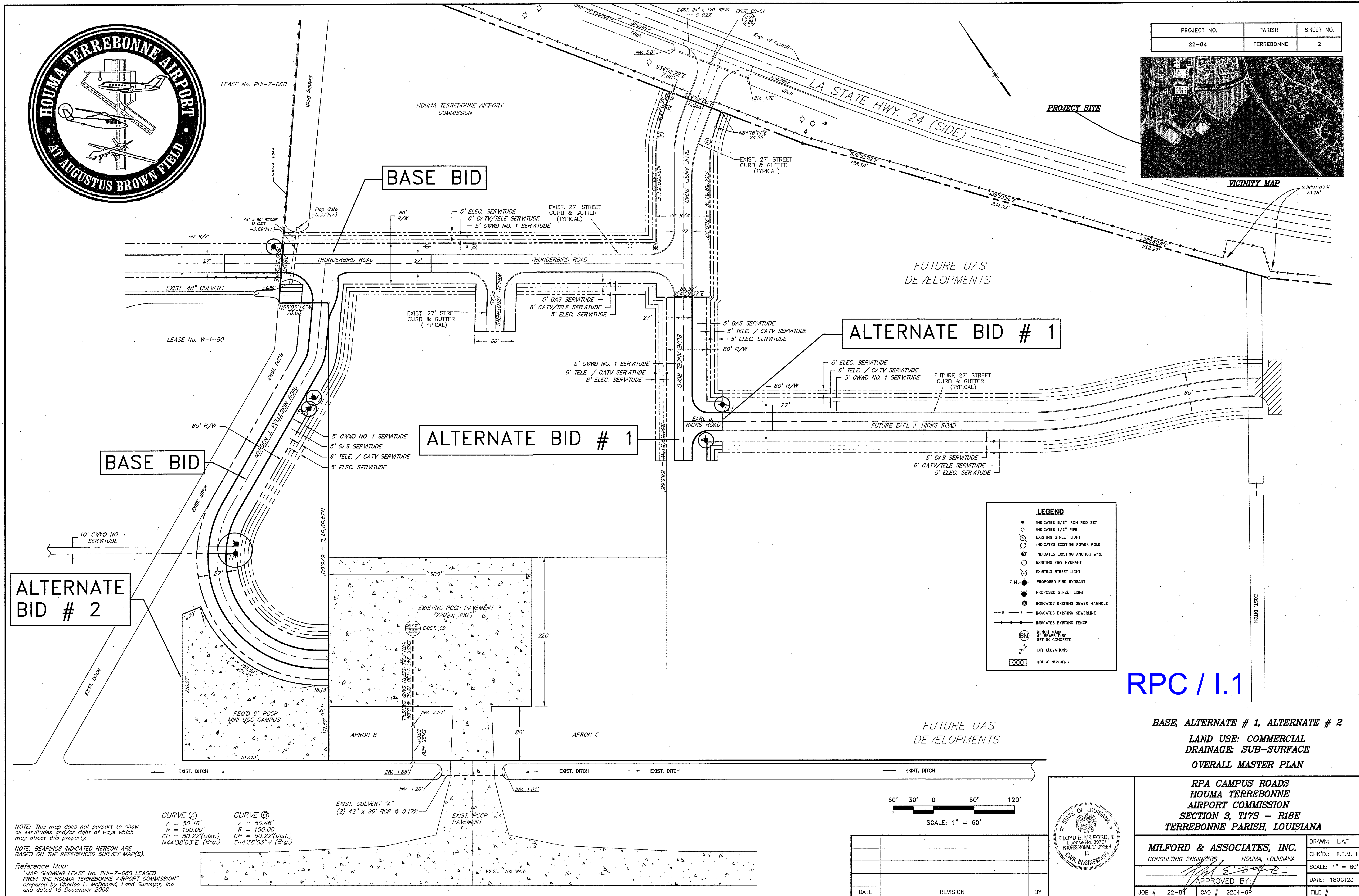
PC23/ 12 - 1 - 50

**RPC / I.1**

Revised 11/3/2021



PROJECT NO.	PARISH	SHEET NO.
22-84	TERREBONNE	2



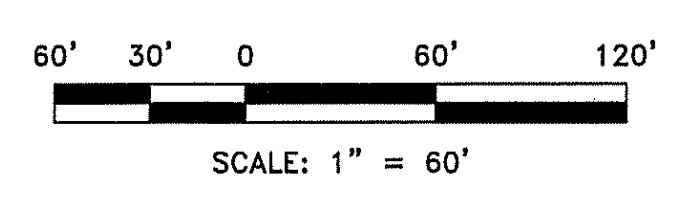
**LEGEND**

- INDICATES 5/8" IRON ROD SET
- INDICATES 1/2" PIPE
- EXISTING STREET LIGHT
- EXISTING POWER POLE
- INDICATES EXISTING ANCHOR WIRE
- EXISTING FIRE HYDRANT
- EXISTING STREET LIGHT
- F.H. ● PROPOSED FIRE HYDRANT
- PROPOSED STREET LIGHT
- INDICATES EXISTING SEWER MANHOLE
- — — INDICATES EXISTING SEWERLINE
- — — INDICATES EXISTING FENCE
- BM ● BENCH MARK  
4" BRASS DISC  
SET IN CONCRETE
- ▲▲▲ LOT ELEVATIONS
- 0000 HOUSE NUMBERS

**RPC / I.1**

**BASE, ALTERNATE # 1, ALTERNATE # 2**  
**LAND USE: COMMERCIAL**  
**DRAINAGE: SUB-SURFACE**  
**OVERALL MASTER PLAN**

<b>RPA CAMPUS ROADS</b> <b>HOUMA TERREBONNE</b> <b>AIRPORT COMMISSION</b> <b>SECTION 3, T17S - R18E</b> <b>TERREBONNE PARISH, LOUISIANA</b>	
<b>MILFORD &amp; ASSOCIATES, INC.</b> CONSULTING ENGINEERS HOUMA, LOUISIANA	DRAWN: L.A.T. CHK'D: F.E.M. III SCALE: 1" = 60' DATE: 18OCT23 FILE #
APPROVED BY: <i>[Signature]</i> FLOYD E. MILFORD, III License No. 30701 PROFESSIONAL ENGINEER CIVIL ENGINEERING	JOB # 22-84    CAD # 2284-GP



NOTE: This map does not purport to show all servitudes and/or right of ways which may affect this property.

NOTE: BEARINGS INDICATED HEREON ARE BASED ON THE REFERENCED SURVEY MAP(S).

<b>CURVE (A)</b>	<b>CURVE (B)</b>
A = 50.46'	A = 50.46'
R = 150.00'	R = 150.00'
CH = 50.22'(Dist.)	CH = 50.22'(Dist.)
N44°38'03"E (Brg.)	S44°38'03"W (Brg.)

Reference Map:  
 "MAP SHOWING LEASE No. PHI-7-06B LEASED FROM THE HOUMA TERREBONNE AIRPORT COMMISSION" prepared by Charles L. McDonald, Land Surveyor, Inc. and dated 19 December 2008.

DATE	REVISION	BY

# Houma-Terrebonne Regional Planning Commission

P.O. Box 1446  
Houma, Louisiana 70361-1446  
(985) 873-6793 • htrpcinfo@tpcg.org

---

## Regular Meeting Schedule / Deadlines 2024

<b><u>DEADLINE</u></b> <i>by 4:00 p.m.</i>	<b><u>REGULAR MEETING</u></b> <i>All meetings are held @ 6:00 p.m.</i>
December 29, 2023 <i>Friday due to New Year's Holiday</i>	<b>January 18, 2024</b>
February 5, 2024	<b>February 22, 2024</b> <i>4<sup>th</sup> Thursday due to Mardi Gras Holidays</i>
March 4, 2024	<b>March 21, 2024</b>
April 1, 2024	<b>April 18, 2024</b>
April 29, 2024	<b>May 16, 2024</b>
June 3, 2024	<b>June 20, 2024</b>
July 1, 2024	<b>July 18, 2024</b>
July 29, 2024	<b>August 15, 2024</b>
August 30, 2024 <i>Friday due to Labor Day Holiday</i>	<b>September 19, 2024</b>
September 30, 2024	<b>October 17, 2024</b>
November 4, 2024	<b>November 21, 2024</b>
December 2, 2024	<b>December 19, 2024</b>

---

HTRPC Meetings are typically held in the Terrebonne Parish Council Meeting Room  
Government Tower, 8026 Main Street, 2<sup>nd</sup> Floor.

*Note: Meetings are held the third Thursday of every month with the deadline for submittals (17) days prior to meeting date (except where noted). Engineering Phase application submittals for Process C, Major Subdivisions are (24) days prior to meeting date. Should the deadline fall on a holiday, the deadline would be the business day immediately preceding.*

---