

Houma-Terrebonne Regional Planning Commission

Robbie Liner.....	Chairman
Jan Rogers.....	Vice-Chairman
Rachael Ellender.....	Secretary/Treasurer
Ross Burgard.....	Member
Kyle Faulk.....	Member
Rev. Corion D. Gray.....	Member
Travion Smith.....	Member
Barry Soudelier.....	Member
Wayne Thibodeaux.....	Member

FEBRUARY 17, 2022, THURSDAY

6:00 P.M.

TERREBONNE PARISH COUNCIL MEETING ROOM
Government Tower, 8026 Main Street, 2nd 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 January 27, 2022
- E. COMMUNICATIONS**
- F. NEW BUSINESS:**
 - 1. Planned Building Group:
Placement of a duplex and 3-unit townhouse; 7422 & 7430 Main Street; Cynthia Moore, applicant
(Council District 2 / City of Houma Fire)
 - 2. Preliminary Hearing:
Rezone from R-1 (Single-Family Residential) to R-3 (Multi-Family Residential) Lot 19, Block 2, Barrow Subdivision, 361 Dixie Avenue; Placement of (2) 4-unit apartment buildings; Dream Street Properties, L.L.C., c/o Corey Williams; and call for a Public Hearing on Thursday, March 17, 2022 at 6:00 p.m.
(Council District 1 / City of Houma Fire)
- 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 ALLEGIENCE**
- B. ROLL CALL**
- C. CONFLICTS DISCLOSURE**
- D. ACCEPTANCE OF MINUTES:**
 - 1. Houma-Terrebonne Regional Planning Commission Minutes for the Regular Meeting of January 27, 2022
- E. APPROVE REMITTANCE OF PAYMENT FOR THE FEBRUARY 17, 2022 INVOICES AND THE TREASURER'S REPORT OF JANUARY 2022**
 - 1. Discussion and possible action regarding the acceptance of the Louisiana Compliance Questionnaire for the 2021 Audit

F. COMMUNICATIONS

G. OLD BUSINESS:

1. a) Subdivision: Emerson Lakes, Phases 3 & 4
Approval Requested: Process C, Major Subdivision-Conceptual & Preliminary
Location: Emerson Drive, Terrebonne Parish, LA
Government Districts: Council District 3 / Bayou Cane Fire District
Developer: Pete-Land Properties, LLC
Surveyor: Keneth L. Rembert Land Surveyors

b) Public Hearing

c) Variance Request: Variance from the required 50' frontage and from the required 6,000 minimum lot size requirement

d) Consider Approval of Said Application
2. a) Subdivision: Tracts 3-A-1 and 3-A-2, A Redivision of Tract 3-A belonging to Millicent B. Bourgeois, et al
Approval Requested: Process D, Minor Subdivision
Location: 5776 North Bayou Black Drive, Gibson, Terrebonne Parish, LA
Government Districts: Council District 2 / Gibson Fire District
Developer: Paris Broussard
Surveyor: Keneth L. Rembert Land Surveyors

b) Public Hearing

c) Consider Approval of Said Application

H. APPLICATIONS / NEW BUSINESS:

1. a) Subdivision: Revised Tract "A", Property belonging to Starkas, L.L.C.
Approval Requested: Process D, Minor Subdivision
Location: 2340, 2344 Coteau Road, 1511 Bayou Gardens Extension, Terrebonne Parish, LA
Government Districts: Council District 4 / Coteau Fire District
Developer: Starkas, L.L.C.
Surveyor: Keneth L. Rembert Land Surveyors

b) Public Hearing

c) Consider Approval of Said Application
2. a) Subdivision: Evangeline Oaks Subdivision
Approval Requested: Process C, Major Subdivision-Engineering
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

I. STAFF REPORT

1. Discussion and possible action with regard to the 2022 American Planning Association's National Planning Conference to be held in-person April 30-May 3, 2022 in San Diego, California and online May 18-20, 2022 (Early Registration Deadline – March 31, 2022)

J. ADMINISTRATIVE APPROVAL(S):

1. Revised Retention Pond, A Redivision of Property belonging to Enterprise Retention Pond, L.L.C., et al; Section 5, T17S-R17E, Terrebonne Parish, LA (Near SW Intersection of Emerson Drive & Corporate Drive / Council Districts 2 & 3)
2. Survey of Tract A, A Raw Land Division of Property owned by North Hollywood Plantation, L.L.C. being 26.801 acres; Sections 85 & 86, T17S-R17E, Terrebonne Parish, LA (South of Intersection of Valhi Boulevard & Equity Boulevard / Council District 6)
3. Revised Lot 48, A Redivision of Lots 47 & 48, Block 3 of Belmont Place Subdivision; Section 31, T17S-R17E, Terrebonne Parish, LA (329 & 337 Independence Drive / Council District 2)
4. Lot Ext. 5-6 being a part of Ridgefield Heights Addition to Thibodaux, LA; Section 158, T15S-R16E, Terrebonne Parish, LA (1812 Ridgefield Avenue, Thibodaux / Council District 4)
5. Revision of Property Lines for Lot 12, Block 2 of Al Vilcan Subdivision; Section 57, T16S-R15E, Terrebonne Parish, LA (110 Vilcan Street, Schriever / Council District 2)
6. Redivision of Tract 2B of Property belonging to Jennie H. Frederick into Tract Ext. 2B-1 and Tract Ext. 2B-2; Section 72, T15S-R16E, Terrebonne Parish, LA (218 Hingle Court, Schriever / Council District 4)
7. Property Line Adjustment to Property belonging to Morris P. & Sandra D. Hebert and SDH2, L.L.C.; Section 101, T17S-R17E, Terrebonne Parish, LA (285 & 287 South Hollywood Road / Council District 2)

8. Revised Lot 29-A, Block 7 of Addendum No. 3 to Roberta Grove Subdivision; Sections 2 & 21, T17S-R18E and Sections 9, 10, & 105, T17S-R17E, Terrebonne Parish, LA *(1863-1879 Prospect Boulevard / Council District 8)*
9. Lot Extension LE-1 of the Division of Property belonging to Richard Joseph Bourgeois; Section 81, T1S-R16E, Terrebonne Parish, LA *(Adjacent to 139 Old Hwy. 20, Schriever / Council District 4)*
10. Lot Extension LE-8 of the Division of Property belonging to the Estate of W.J. Blanchard, Jr.; Section 6, T16S-R16E, Terrebonne Parish, LA *(4166 West Main Street, Gray / Council District 4)*
11. Lot Line Adjustment of Properties belonging to Shell Oil Company & Empire Gibson Terminal, LLC; Section 81, T16S-R15E and Section 30, T16S-R15E, Terrebonne Parish, LA *(5317 Bayou Black Drive / Council District 6)*

K. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee:
 - a) Next meeting tentatively scheduled for Thursday, March 10, 2022 @ 3:30 p.m., location to be determined

L. COMMISSION COMMENTS:

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

M. PUBLIC COMMENTS

N. ADJOURN

MINUTES
HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION
ZONING & LAND USE COMMISSION
MEETING OF JANUARY 27, 2022

- A. The Chairman, Mr. Robbie Liner, called the meeting of January 27, 2022 of the HTRPC, convening as the Zoning & Land Use Commission, to order at 6:00 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Mr. Rogers and the Pledge of Allegiance led by Mr. Faulk.
- B. Upon Roll Call, present were: Mr. Ross Burgard; Ms. Rachael Ellender, Secretary/Treasurer; Mr. Kyle Faulk; Rev. Corion Gray; Mr. Robbie Liner, Chairman; Mr. Jan Rogers, Vice-Chairman; Mr. Travion Smith; 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.
- 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. Faulk: “THAT the HTRPC, convening as the Zoning & Land Use Commission, accept the minutes as written, for the Zoning & Land Use Commission for the regular meeting of December 16, 2021.”
- The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Mr. Faulk, Rev. Gray, Mr. Rogers, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. COMMUNICATIONS: None.
- F. NEW BUSINESS:
1. The Chairman called to order the Home Occupation application by Mr. Ronald J. Lambert to establish an accounting business in an R-1 zoning district at 124 Saxony Drive.
- a) Mr. Ronald Lambert, 124 Saxony Drive, stated he wanted to do accounting work from his home since he retired from City Court and needed extra income. He stated he would have staggered appointments and had room for his clients to park in his driveway and not on the street.
- b) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided the existing yard sign is removed.
- c) Mr. Thibodeaux moved, seconded by Mr. Burgard: “THAT the HTRPC, convening as the Zoning & Land Use Commission, grant approval of the Home Occupation application to establish an accounting business at 124 Saxony Drive conditioned upon the yard sign being removed.”
- The Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Mr. Faulk, Rev. Gray, Mr. Rogers, Mr. Smith, Mr. Soudelier, & Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: None. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- G. STAFF REPORT: None.
- H. COMMISSION COMMENTS:
1. Zoning & Land Use Commissioners’ Comments:
- a) Mr. Thibodeaux asked Mr. Pulaski if he looked into the selling of cannabis and Mr. Pulaski stated it would be a retail business just as any other.
2. Chairman’s Comments: None.
- I. PUBLIC COMMENTS: None.
- J. Mr. Faulk moved, seconded by Mr. Rogers: “THAT there being no further business to come before the HTRPC, convening as the Zoning & Land Use Commission, the meeting be adjourned at 6:07 p.m.”

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



Robbie Liner, Chairman
Zoning & Land Use Commission

Becky M. Becnel, Minute Clerk
Zoning & Land Use Commission

CERTIFICATION

CERTIFIED TO BE A TRUE AND CORRECT COPY OF THE PROCEEDINGS OF THE ZONING AND LAND USE COMMISSION MEETING OF JANUARY 27, 2022.

**CHRISTOPHER PULASKI, PLA, DIRECTOR
PLANNING & ZONING DEPARTMENT**

Houma-Terrebonne Regional Planning Commission
Zoning & Land Use Commission
P.O. Box 1446
Houma, LA 70361
(985)873-6793

ZLU 22/2
Dist. 2
COH Fire

APPLICATION FOR
PLANNED BUILDING GROUP APPROVAL

Cynthia Moore
Applicant's Name

133 Lake Decade Ct Houma, La 70360
Address City State Zip Code

1/31/2022, (985) 856-5575
Date Telephone Number(s)

Owner
Interest in Ownership (owner, etc.)

PROJECT INFORMATION:

1. Name of Project: Lynmore Place
2. Location: 7422 and 7430 main street
3. Zoning District: C-3 (Neighborhood Commercial)
4. Total Land Area: 18,530 sq ft
5. Total Number of Units: 5
6. Gross Floor Area: 5,028 sq ft
7. Total Parking Spaces Provided: 10
Total Parking Spaces Required: 10
8. Approximate Cost of Work Involved: \$500,000 - This price is dependent on material and construction cost at the time of building.
9. Has any previous application been made: NO ✓ YES _____
If Yes, please describe: _____

PLEASE ATTACH THE FOLLOWING INFORMATION:

A. Site Plan Depicting the Following:

- 1) All proposed structures and setbacks;
- 2) Parking;
- 3) Emergency vehicle access;
- 4) Lighting;
- 5) Fire hydrant locations;
- 6) Loading areas (if applicable);
- 7) All public and private easements and rights-of-ways;
- 8) Driveways;
- 9) Buffer protection (if applicable);
- 10) Play areas (if applicable);
- 11) Water main locations

B. Legal Description of Subject Property

C. Drainage Plans and Elevations (See Site Plan)

D. List of Names and/or Property Owners and Addresses of adjacent property owners.

APPLICATION FEE SCHEDULE:

The City of Houma has adopted the following fee schedule:

1. Planned Building Groups: \$25.00 / first acre
\$ 3.50 / every acre thereafter, up to fifteen (15) acres

Minimum Charge - \$25.00;

Maximum Charge - \$100.00

Note: Acreage is based on total area, exclusive of streets.

I (We) own _____ acres. A sum of _____ dollars is enclosed and made a part of this application.

Cynthia Moore
Signature of Applicant
1/31/2022
Date

The undersigned is owner(s) of the entire land area included in the proposal and signing indicates concurrence with the application.

Cynthia Moore
Signature of Owner or Authorized Agent
1/31/2022
Date

PRELIMINARY HEARING ONLY

PUBLIC HEARING
scheduled for:

Thursday, March 17, 2022

@ 6:00 p.m.

ZLU/F.2

*Houma-Terrebonne Regional Planning Commission
Zoning & Land Use Commission*

P.O. Box 1446

Houma, Louisiana 70361-1446

Bus (985) 873-6793 - Fax (985) 580-8141

ZLU22/3
Dist.1
CO#Fire

Upon receipt of an application for amendment, the office of the Zoning Administrator shall examine the application and shall make such investigation as is necessary. Within fifteen (15) days of receipt of an application, the office of the Zoning Administrator shall transmit the application, together with its report and recommendation, to the Zoning Commission. The Zoning Commission then shall hold a preliminary hearing on the application within thirty-five (35) days after receipt of such application for amendment and shall notify the applicant and the office of the Zoning Administrator of the time and place of such hearing. After holding a preliminary hearing, the Commission shall certify the application for public hearing, and shall notify the applicant of the time and place of such public hearing. The Commission shall fix a reasonable time of a public hearing and shall give public notice, as required by law, as well as notice to the applicant and to the office of the Zoning Administrator.

This ordinance, including the zoning map, is based on comprehensive studies, and is intended to carry out the objective of a sound, stable, and desirable development.

Please return the application and supporting plans to the office of the Zoning Administrator.

PLEASE COMPLETE THE FOLLOWING - NO APPLICATION ACCEPTED UNLESS COMPLETE

Date: JANUARY 31, 2022

DREAM STREET PROPERTIES, LLC (c/o CORY WILLIAMS)
Applicant's Name

901 BEAUMONT DR. GONZALES, LA 70737
Address City State Zip

(504) 858-0944 N/A
Telephone Number (Home) (Work)

OWNER
Interest in Ownership (Owner, etc.)

361 DIXIE AVE. HOUMA, LA
Address of Property to be Rezoned & Legal Description (Lot, Block, Subdivision)

LOT 19, BLOCK 2 BARROW S/D

Zoning Classification Request:

From: R-1 To: R-3

Previous Zoning History: ✓ No Yes

If Yes, Date of Last Application: N/A

ZLU /F.2

AMENDMENT POLICY – Parish Zoning Regulations Section 28-201

1. REASONS FOR THIS AMENDMENT:

It is recognized that casual change of the ordinance would be detrimental to the achievement of stable development. It is public policy, therefore, to amend this ordinance only when one or more of the following conditions prevail:

PLEASE CHECK ONE OR MORE:

☐ ERROR. There is a manifest error in the ordinance.

☒ CHANGE IN CONDITIONS. Changed or changing conditions in a particular area or in the metropolitan area generally make a change in the ordinance necessary and desirable.

☐ INCREASED NEED FOR SITES FOR BUSINESS OR INDUSTRY. Increased or increasing needs for business or industrial sites, in addition to sites that are available, make it necessary and desirable to rezone an area or to extend the boundaries of an existing district.

☐ SUBDIVISION OF LAND. The subdivision or eminent subdivision of open land into urban building sites make reclassification necessary and desirable.

2. LIMITATIONS ON PROPOSED AMENDMENTS:

Demonstrate that the proposed amendment meets the minimum size requirements and need for new districts as described in Section 28-201(b).

EXHIBITS REQUIRED – Parish Zoning Regulations Section 28-202

1. LEGAL PLAT OF PROPERTY TO BE REZONED: This plat is to be prepared by a licensed land surveyor or civil engineer. On the required plat, please include:

- a. Land area to be affected including legal description;
- b. Present zoning classification of area to be affected and zoning classification of abutting districts;
- c. Public rights-of-way and easements bounding and intersecting the designated area and abutting districts;
- d. Locations of all existing and proposed structures with supporting open facilities;
- e. The specific ground area to be provided and continuously maintained for the proposed structure or structures.

2. REASON FOR AMENDMENT: Please state on a separate sheet why this proposal complies with either one or more of the above checked conditions for rezoning. In addition, the applicant may submit (optional) a site plan and/or development schedule of the proposal with this application.

3. DEVELOPMENT SCHEDULE: On a separate piece of paper, indicate a time schedule for the beginning and completion of development planned by the applicant. If the development is planned in stages, the time schedule shall indicate the successive stages and the development plan for each.

4. MARKET INFORMATION: Applicable only if the following conditions are met:

- a. If the proposed amendment would require rezoning an area from an existing residential district to a freestanding commercial district;
- b. If the proposed amendment would require more than double the area of an existing commercial district entirely surrounded by residential districts;
- c. If the proposed amendment would enlarge an area of existing commercial district by more than eight (8) areas;

The market information shall include a written description of the market area to be served by the development, the population thereof, the effective demand for the proposed facilities and any other information describing the relationship of the proposed development to the needs of the applicable area.

5. **PUBLIC NEED:** Please state on a separate sheet the change in conditions in the area that make the proposed amendment necessary and desirable for the promotion of the public health, safety or general welfare.
6. **EFFECT OF AMENDMENT:** Please include on a separate sheet of paper a report giving the nature, description and effect of the proposed zoning amendment; if a change is required in the zoning map, a description of the probable effect on surrounding land uses and properties.
7. **ERROR:** The error, if error is alleged, that would be corrected by the proposed amendment.

PUBLIC NOTICE REQUIRED – Parish Zoning Regulations Section 28-202(d)

1. The name, description of property owned and mailing address of each owner of property lying within a distance of three hundred (300) feet of the fronting corners of the property.
2. Ten (10) days prior to the public hearing, the applicant shall submit proof of property posting in accordance with Section 28-202(d) of the Parish Zoning Ordinance.

SIGNATURES REQUIRED

1. Printed names and addresses along with interest of every person, firm, or corporation represented by the applicant (may use separate sheet of paper):

DREAM STREET PROPERTIES, LLC c/o
CORY WILLIAMS

2. The undersigned is/are owner(s) and/or represent(s) all owners of the entire land area and/or structures and/or encumbrances (including holders of mortgages, liens, servitudes, rights of way, usufructs, rights of habitation) included within the proposed district and, in signing, indicate concurrence with application:

ALISA CHAMPAGNE w/ CHARLES L. McDONALD, LAND SURVEYOR
AGENT FOR APPLICANT

3. Sufficient evidence to establish that the applicants are all the owners and encumbrance holders of the designated area and structures, and have both the means and ability to undertake and complete the proposed development (may attach separate sheet of paper):

N/A

APPLICATION FEE SCHEDULE

Terrebonne Parish Consolidated Government has adopted the following fee schedule:

1. Map Amendment: \$25.00 / first acre
\$ 3.50 / every acre thereafter, up to fifteen (15) acres

Minimum Charge - \$25.00;

Maximum Charge - \$100.00

I (We) own 0.344 acres. A sum of 25.00 dollars is enclosed and made a part of this application.

DECLARATION

I (We) declare that, to be the best of my (our) knowledge and belief, all matters stated herein are true and correct.

Alisa Champagne (AGENT)
Signature of Owner or Authorized Agent

Dream Street Properties, LLC (c/o Cory Williams)
361 Dixie Avenue

2.) REASON FOR AMENDMENT:

Change in Conditions ---

To change the Zoning District at 361 Dixie Avenue from R-1 (Single Family Residential) to R-3 (Multiple Family Residential) and to create more affordable housing in this community.

3.) DEVELOPMENT SCHEDULE:

The development schedule is to complete the project within 1 year from approval.

4.) MARKET INFORMATION: N/A

5.) PUBLIC NEED:

There is a need for more affordable housing in this community and throughout Terrebonne Parish especially after the devastation caused by Hurricane Ida. This development will create eight much needed rental units in this community.

6.) EFFECT OF AMENDMENT:

The effect of this development would provide more affordable housing and have a positive impact in this community.

7.) ERROR: N/A

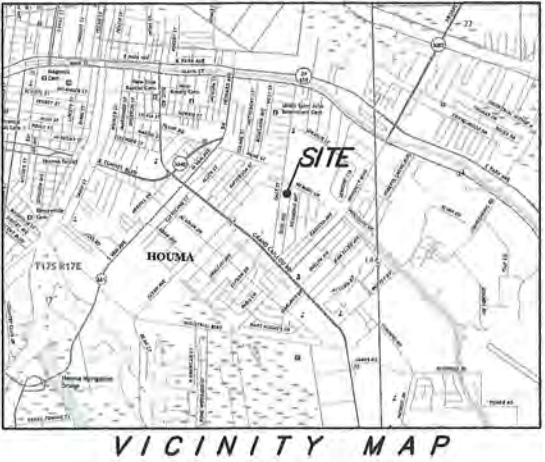
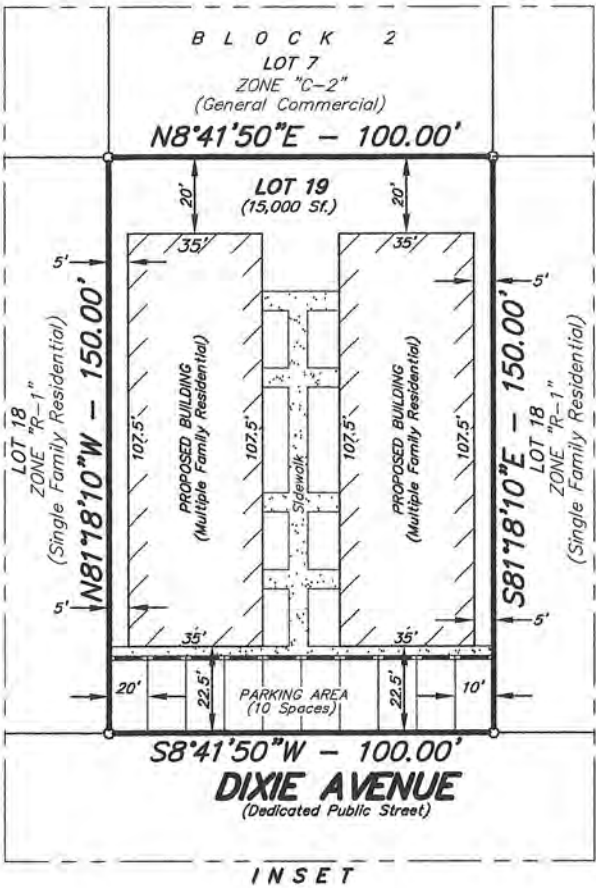
NOTE: BEARINGS INDICATED HEREON ARE BASED ON THE REFERENCED SURVEY MAP(S).
Reference Map: "BARROW SUBDIVISION" prepared by The Office of T. Baker Smith, C.E. dated October 30, 1952 and recorded at entry no. 114707.

NOTE: This property is situated within ZONE "A1", as shown on the F.E.M.A. Flood Insurance Rate Map dated May 1, 1985. (Map No. 220220 0005 C) Req.'d B.F.E. 7.0'



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

NOTE: All title information shown hereon was provided by the client and no additional title research was done by Charles L. McDonald, Land Surveyor, Inc.



Proposed Land Use:
R-3 (Multi Family Residential)

Address:
361 Dixie Avenue Houma, LA

MAP SHOWING PROPOSED ZONING CHANGE FOR LOT 19, BLOCK 2 OF BARROW SUBDIVISION FROM ZONE "R-1(SINGLE FAMILY RESIDENTIAL) TO ZONE "R-3(MULTI FAMILY RESIDENTIAL) LOCATED IN SECTION 105, T17S-R17E, TERREBONNE PARISH, LOUISIANA

SCALE: 1" = 100' 31 JANUARY 2022



CHARLES L. McDONALD
LAND SURVEYOR, INC.
P.O. Box 1390 Gray, LA 70359
Ph: (985)876-4412/Fax: (985)876-4806
Email: clmsurveyor@aol.com

THIS MAP WAS PREPARED FOR INFORMATIONAL PURPOSES ONLY AND IS NOT IN FULL COMPLIANCE WITH THE STANDARDS OF PRACTICE FOR PROPERTY BOUNDARY SURVEYS.

APPROVED: *Charles L. McDonald*

ZLU / F.2
REG. P.L.S. No. 3402