

MINUTES
HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION
MEETING OF APRIL 20, 2023

- A. The Chairman, Mr. Robbie Liner, called the meeting of April 20, 2023 of the HTRPC to order at 6:40 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Mr. Kyle Faulk and the Pledge of Allegiance led by Ms. Ellender.
- B. Upon Roll Call, present were: Ms. Rachael Ellender, Secretary/Treasurer; Mr. Kyle Faulk; Mr. Robbie Liner, Chairman; Mr. Jan Rogers Vice-Chairman; Mr. Barry Soudelier; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Mr. Ross Burgard; Rev. Corion Gray; and Mr. Travion Smith. Also present were Mr. Christopher Pulaski, Director, Department of Planning & Zoning; Mrs. Brooke Domangue, 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. Ms. Ellender moved, seconded by Mr. Soudelier: “THAT the HTRPC accept the minutes as written, for the Regional Planning Commission for the regular meeting of March 16, 2023.”
- The Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Faulk, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Rev. Gray, and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Ms. Ellender moved, seconded by Mr. Rogers: “THAT the HTRPC remit payment for the April 20, 2023 invoices and approve the Treasurer’s Report of March 2023.”
- The Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Faulk, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Rev. Gray, and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **COMMUNICATIONS:** None.
- G. **APPLICATIONS / NEW BUSINESS:**
1. The Chairman called to order the application by Tri-State Land Company requesting conceptual & preliminary approval for Process C, Major Subdivision for West Manchester Subdivision, Addendum No. 2.
- a) Mr. Gene Milford, Milford & Associates, discussed the location and proposed subdivision.
- b) There was no one present to speak on the matter.
- c) Mr. Rogers moved, seconded by Ms. Ellender: “THAT the Public Hearing be closed.”
- The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Faulk, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Rev. Gray, and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval of the variance from the block length requirement and approval of the conceptual & preliminary request.
- e) Mr. Rogers moved, seconded by Mr. Soudelier: “THAT the HTRPC grant conceptual & preliminary approval with a variance from the block length requirement of 600' to 1,400'.
- The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Ms. Ellender, Mr. Faulk, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Rev. Gray, and Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

2. The Chairman called to order the application by Tri-State Land Company requesting final approval for Process C, Major Subdivision, for West Manchester Subdivision, Addendum No. 3, Phase B.

- a) Mr. Gene Milford, Milford & Associates, discussed the application.
- b) Mr. Pulaski discussed the Staff Report and stated Staff would recommend conditional approval provided the applicant agrees to meet with all the items on TPCG Engineering Division's punch list.
- c) Ms. Brooke Domangue, TPCG Engineer, read a memo dated April 19, 2023 with regard to the punch list items for the development [See ATTACHMENT A].
- d) Mr. Milford stated that they comply with all of the items.
- e) Mr. Faulk moved, seconded by Mr. Rogers: "THAT the HTRPC grant final approval of the application for Process C, Major Subdivision, for West Manchester Subdivision, Addendum No. 3, Phase B conditioned upon the Developer complying/resolving all remaining punch list items per TPCG Engineering Division's memo dated April 19, 2023 [See ATTACHMENT A]."

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

H. STAFF REPORT:

1. Staff stated that the Annual Report had not yet been completed and will be considered at the next meeting.

I. ADMINISTRATIVE APPROVAL(S):

Mr. Faulk moved, seconded by Mr. Rogers: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-4."

1. Lot Line Shift between Property belonging to Ann Eschete, et al, or Assigns and Tract 1; Section 52, T16S-R17E, Terrebonne Parish, LA (*2327 Bayou Blue Road / Councilman John Amedée, District 4*)
2. Resubdivision of Tract 12 (Formerly being a part of The New Isle, Phase 1) into Tract 12-A (Not a part of The New Isle, Phase 1); Section 1, T16S-R16E, Terrebonne Parish, LA (*Adjacent to 2519 West Park Ave. / Councilman Carl Harding, District 2*)
3. Revised Tract 14, A Redivision of Property belonging to Edward A. Facile, et ux and Lang Enterprises, Inc.; Section 17, T18S-R19E, Terrebonne Parish, LA (*4959-A Bayouside Drive / Councilman Dirk Guidry, District 8*)
4. Lot Line Adjustment of Lots 14, 15, & 16 into Revised Lot 14 and Revised Lot 16; Section 64, T20S-R18E, Terrebonne Parish, LA (*6669 Highway 56 / Councilman Dirk Guidry, District 8*)

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

J. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee:
 - a) Mrs. Becnel informed the Commission of the discussions that occurred at the meeting held on April 13, 2023 and beneficial information Mr. Drake Olivier, Duplantis Design Group, provided regarding a particular subdivision in Lafourche Parish and its remedy for rear lot drainage.
 - b) The next meeting will be held Thursday, May 11, 2023 at 3:30 p.m.

K. COMMISSION COMMENTS:

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

L. PUBLIC COMMENTS: None.

M. Mr. Rogers moved, seconded Ms. Ellender: “THAT there being no further business to come before the HTRPC, the meeting be adjourned at 6:58 p.m.”

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



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




TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

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April 19, 2023
Item No. G-2

TO: **Christopher M. Pulaski**

FROM: **Jeanne P. Bray** 
Capital Projects Administrator

SUBJECT: **West Manchester Subdivision Add. 3 Phase B
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. All property surveyed within Terrebonne Parish shall tie to one of the following:
 - a. If the property is located within a two thousand foot radius of a National Geodetic Survey Monument or a Terrebonne Parish GIS monument, the survey plat shall show the state plane coordinate of a least two points within the subdivision.
 - b. If the property is located outside of the two thousand foot radius as specified above, but within a four thousand foot radius of any state, parish or municipal road intersection, the survey plat shall show at least two ties, with bearings and approximate distances.
2. All permanent benchmarks shall be shown on the final survey plat including elevation, datum, date and three point ties.
3. Statement that " No structure fill or obstruction shall be located within any drainage easement or delineated flood plain area." be depicted on the plat.
4. Benchmarks are not installed.
5. Lights are not installed.
6. Final approval from Waterworks is required.

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

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