

MINUTES
HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION
MEETING OF AUGUST 15, 2024

- A. The Chairman, Mr. Robbie Liner, called the meeting of August 15, 2024 of the HTRPC to order at 7:00 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by him and the Pledge of Allegiance led by Mr. Michael Billiot.
- B. Upon Roll Call, present were: Mr. Michael Billiot; Mr. Robbie Liner, Chairman; Mr. Clarence McGuire; Mr. Jan Rogers, Vice-Chairman; and Mr. Barry Soudelier, Secretary/Treasurer. Absent at the time of Roll Call were: Mr. Terry Gold; Mrs. Poiencot; Mr. Travion Smith; and Mr. Wayne Thibodeaux. Also present were Mr. Christopher Pulaski, Director, Department of Planning & Zoning; Ms. Joan Schexnayder, TPCG Engineering; 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 disclose.*
- D. **APPROVAL OF THE MINUTES:**
1. Mr. Rogers moved, seconded by Mr. Billiot: “THAT the HTRPC accept the minutes as written, for the Regional Planning Commission for the regular meeting of July 18, 2024.”
The Chairman called for a vote on the motion offered by Mr. Rogers. **THERE WAS RECORDED: YEAS:** Mr. Billiot, Mr. McGuire, Mr. Rogers, and Mr. Soudelier; **NAYS:** None; **ABSTAINING:** Mr. Liner; **ABSENT:** Mr. Gold, Mrs. Poiencot, Mr. Smith, and Mr. Thibodeaux. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
- E. Mr. Soudelier moved, seconded by Mr. Rogers: “THAT the HTRPC remit payment for the August 15, 2024 invoices and approve the Treasurer’s Report of July 2024.”
The Chairman called for a vote on the motion offered by Mr. Soudelier. **THERE WAS RECORDED: YEAS:** Mr. Billiot, Mr. McGuire, Mr. Rogers, and Mr. Soudelier; **NAYS:** None; **ABSTAINING:** Mr. Liner; **ABSENT:** Mr. Gold, Mrs. Poiencot, Mr. Smith, and Mr. Thibodeaux. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
- F. **COMMUNICATION(S):**
1. Mr. Pulaski read a letter from Keneth L. Rembert Land Surveyors dated August 4, 2024 requesting to withdraw the application by Tammy G. Eschete for Lots 5-A & 5-B, Redivision of Revised Lot 5, Block 9, Addendum No. 3 to Mulberry Subdivision [See *ATTACHMENT A*].
 2. Mr. Pulaski read a letter from Keneth L. Rembert Land Surveyors dated August 13, 2024 requesting to table indefinitely the application by Paul B. Carter, Process D, Minor Subdivision, Lots A thru I, A Redivision of Property belonging to Paul Bartell Carter, et al (Item G.1) [See *ATTACHMENT B*].
 - a) Mr. Rogers moved, seconded by Mr. Soudelier: “THAT the HTRPC table the application for Process D, Minor Subdivision, for Lots A thru I, A Redivision of Property belonging to Paul Bartell Carter, et al indefinitely as per the Developer’s request [See *ATTACHMENT B*].”
The Chairman called for a vote on the motion offered by Mr. Rogers. **THERE WAS RECORDED: YEAS:** Mr. Billiot, Mr. McGuire, Mr. Rogers, and Mr. Soudelier; **NAYS:** None; **ABSTAINING:** Mr. Liner; **ABSENT:** Mr. Gold, Mrs. Poiencot, Mr. Smith, and Mr. Thibodeaux. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
 3. Mr. Pulaski read a letter from Keneth L. Rembert Land Surveyors dated August 13, 2024 requesting to table indefinitely the application by Zachary Deroche for Process D, Minor Subdivision, Tracts G-1, G-2, H-1, H-2, H-3, I-1, & I-2, A Redivision of Tracts G, H, & I belonging to Z & K Rentals, L.L.C. (Item H.3) [See *ATTACHMENT C*].
 - a) Mr. Rogers moved, seconded by Mr. Billiot: “THAT the HTRPC table the application by Zachary Deroche, Process D, Minor Subdivision, Tracts G-1, G-2, H-1, H-2, H-3, I-1, & I-2, A Redivision of Tracts G, H, & I belonging to Z & K Rentals, L.L.C. (Item H.3) indefinitely as per the Developer’s request [See *ATTACHMENT C*].”
The Chairman called for a vote on the motion offered by Mr. Rogers. **THERE WAS RECORDED: YEAS:** Mr. Billiot, Mr. McGuire, Mr. Rogers, and Mr.

Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Gold, Mrs. Poencot, Mr. Smith, and Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

G. OLD BUSINESS:

1. *Tabled indefinitely until the next regular meeting as per the Developer's request. Lots A thru I, A Redivision of Property belonging to Paul Bartell Carter, et al [See ATTACHMENT B].*

H. APPLICATIONS / NEW BUSINESS:

1. The Chairman called to order the application by Ricky R. Legendre requesting approval for Process D, Minor Subdivision, for Tracts "A-1" thru "A-3," A Redivision of Tract "A" belonging to Ricky R. Legendre.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property.
- b) The Chairman recognized Mr. Mike Dupont, 204 Kenney Street, who was inquiring about the intent of the property.
- c) Mr. Rembert stated the applicant wished to sell three tracts for campsites.
- d) Mr. Rogers moved, seconded by Mr. McGuire: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. McGuire, Mr. Rogers, and Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Gold, Mrs. Poencot, Mr. Smith, and Mr. Thibodeaux. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- e) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided municipal addresses be depicted on the plat.
- f) Mr. Rogers moved, seconded by Mr. Soudelier: "THAT the HTRPC grant approval of Process D, Minor Subdivision, for Tracts "A-1" thru "A-3," A Redivision of Tract "A" belonging to Ricky R. Legendre conditioned municipal addresses be depicted on the plat."
- g) Discussion was held regarding the verbiage of single-family residential and campsites being used interchangeably.

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

2. The Chairman called to order the application by Arlen B. Cenac, Jr. requesting approval for Process D, Minor Subdivision, for Lot 58 of Block 4, Phase 4 to Cocodrie Cove Subdivision, A Redivision of Property belonging to Coco Partners, L.L.C., et al.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property.
- b) The Chairman recognized Mr. Prentiss Freeman, 539 Beaulieu Drive, Lafayette, who expressed concerns of the existing covenant restrictions, new subdivision owner, and the developer's overall intent to develop in the future and how it'll affect the existing subdivision.
- c) Mr. Rogers moved, seconded by Mr. Soudelier: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Billiot, Mr. McGuire, Mr. Rogers, and Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Gold, Mrs. Poencot, Mr. Smith, and Mr. Thibodeaux. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Bercegeay stated covenant restrictions do typically transfer through owners. He stated Lot 57 & 58 would be a continuation of the development but matters regarding covenants are a civil matter.
- e) Mr. Pulaski stated the area was not zoned and building permits would be based off of building code.

- f) Discussion ensued regarding marshland and the approval from the Corps of Engineers upon building.
- g) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided municipal addresses were depicted on the plat.
- h) Mr. Soudelier moved, seconded by Mr. Billiot: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Lot 58 of Block 4, Phase 4 to Cocodrie Cove Subdivision, A Redivision of Property belonging to Coco Partners, L.L.C., et al conditioned upon municipal addresses being depicted on the plat.”

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

- 3. *Tabled indefinitely until the next regular meeting as per the Developer’s request.* Tracts G-1, G-2, H-1, H-2, H-3, I-1, & I-2, A Redivision of Tracts G, H, & I belonging to Z & K Rentals, L.L.C. [See *ATTACHMENT C*].
- 4. The Chairman called to order the application by Houma-Terrebonne Airport Commission requesting final approval of Process C, Major Subdivision, for RPA Campus Roads (formerly UAS Complex Road).
 - a) Mr. Pulaski stated Mr. Milford was out of the state and he requested assistance. He read a memo prepared by Mr. Milford [See *ATTACHMENT D*].
 - b) Ms. Joan Schexnayder, TPCG Engineer, read a memo dated August 15, 2024 regarding the punch list items for the development [See *ATTACHMENT E*].
 - d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided the Developer comply with all of Engineering’s punch list items.
 - e) Mr. Rogers moved, seconded by Mr. Billiot: “THAT the HTRPC grant final approval of Process C, Major Subdivision, for RPA Campus Roads (formerly UAS Complex Road) conditioned upon the Developer complying/resolving all punch list items per TPCG Engineering’s memo dated August 15, 2024 [See *ATTACHMENT E*].”

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

I. STAFF REPORT: None.

J. ADMINISTRATIVE APPROVAL(S):

Mr. Rogers moved, seconded by Mr. Soudelier: “THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-2.”

- 1. Tract A-B-F-E-A, A Redivision of Tract A-B-C-D-A & Tract C-D-E-F-C belonging to Ira J. Matherne, Jr.; Section 4, T17S-R17E, Terrebonne Parish, LA (*6266 West Main Street / Councilman Clayton Voisin, Jr., District 3*)
- 2. Revised Lot 4, Block 2 and Revised Tract 1-B, A Redivision of Lot 4 and Revised Tract 1-B of Coastal Oaks Subdivision belonging to Coastal Commercial Properties, LLC; Sections 64, 65, & 104, T17S-R17E, Terrebonne Parish, LA (*Bayou Black Drive / Councilman Danny Babin, District 7*)

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

K. COMMITTEE REPORT:

- 1. Subdivision Regulations Review Committee: None.

L. COMMISSION COMMENTS:

- 1. Planning Commissioners’ Comments: None.
- 2. Chairman’s Comments: None.

M. PUBLIC COMMENTS: None.

N. Mr. Rogers moved, seconded Mr. Soudelier: "THAT there being no further business to come before the HTRPC, the meeting be adjourned at 7:23 p.m."

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



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

Keneth L. Rembert

LAND SURVEYORS

since 1973

635 SCHOOL ST. HOUMA, LA. 70360
985- 879-2782 EMAIL KLR SURVEYORS@AOL.COM

August 4, 2024

Houma-Terrebonne Planning & Zoning
P. O. Box 1446
Houma, LA 70361

Att: Mr. Chris Pulaski:

Re: Tabled Business- Lots 5-A and 5-B, a Redivision of Revised Lot 5, Block 9, Addendum No.
3 to Mulberry Heights Subdivision

Dear Chris:

Please let this letter serve as a request to allow the above item to be removed from further consideration. Ms. Eschete has decided not to divide this property and has a sale for the lot as it exists.

Thank you.

Sincerely,


Keneth L. Rembert

KLR/apr

Keneth L. Rembert

LAND SURVEYORS

since 1973

635 SCHOOL ST. HOUMA, LA. 70360
985- 879-2782 email "klrsurveyors@aol.com"

August 13, 2024

Houma-Terrebonne Planning & Zoning
P. O. Box 1446
Houma, LA 70361

Att: Mr. Chris Pulaski:

Re: OLD BUSINESS – Item 1 PAUL BARTELL CARTER ET AL PROPERTY

Dear Chris:

Please let this letter serve as a request to place the above item on the table indefinitely. There are still some issues to be addressed.

Thank you.

Sincerely,


Keneth L. Rembert

KLR/apr

Keneth L. Rembert

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635 SCHOOL ST. HOUMA, LA. 70360
985- 879-2782 email "klrsurveyors@aol.com"

August 13, 2024

Houma-Terrebonne Planning & Zoning
P. O. Box 1446
Houma, LA 70361

Att: Mr. Chris Pulaski:

Re: NEW BUSINESS – Item 3, Z & K Rentals

Dear Chris:

Please let this letter serve as a request to place the above item on the table indefinitely. There are still some issues to be addressed.

Thank you.

Sincerely,


Keneth L. Rembert

KLR/apr

M E M O R A N D U M

TO: H-TRPC
FROM: Floyd E. Milford, III, PE
DATE: 5 Aug 24
REF: RPA Campus Road (formerly UAS Complex Road)
Final Application Narrative
22-84

The RPA (Remotely Piloted Aircraft) also known as the UAS (Uncrewed Aircraft Systems) project on the H-TAC (Houma Terrebonne Airport Commission) property is an expansion of the capabilities and a pioneering project that is on the forefront in the aviation industry. This has been a tireless collaborative effort more than a decade in the making between the Airport Commission, multiple private businesses, Universities and to many governmental agencies to name them all from local to the Federal levels. Houma is truly on the cutting edge and opening a whole new economy for our community.

In 2019, plans were submitted to and approved by the H-TRPC to extend the roads, paving the way forward with this ever-changing project. At the end of the original phase, final approval was not sought as a portion of the road was not completed because of project costs. Now with the remaining phase of road being completed with the exception of the street light poles (still waiting on delivery) is complete.

It is requested that this governing body grant (conditional, subject to the street light installation) final approval so that all the other projects (hangers, work spaces, communication centers, etc.) associated with this economic field can continue.




TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

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



August 15, 2024

TO: **Christopher M. Pulaski**

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

SUBJECT: **RPA Campus Roads (Formerly UAS Complex Road)**
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."
4. Unable to determine if the benchmarks and hydrants are installed. The gate was locked.
5. No Approval from Waterworks.
6. Drainage
 - a. Reseal and repair top decking for items 35, 37, 39, 41, 43, 51, and 53
 - b. Item 37, steel rod bore thru, repair or replace 24" A-2000 culvert.
 - c. Item 51A and 53, clean mud out of the box.
 - d. Item 53, repair void under the road panel, grout void around the pipes, remove wood form and nails.
7. Utilities
 - a. Not all lights have been installed.

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)