

**MINUTES**  
**HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION**  
**MEETING OF FEBRUARY 17, 2022**

- A. The Vice-Chairman, Mr. Robbie Liner, called the meeting of January 27, 2022 of the HTRPC to order at 6:13 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Mr. Wayne Thibodeaux and the Pledge of Allegiance led by him. Mr. Robbie Liner, Chairman, was unable to attend the meeting.
- B. Upon Roll Call, present were: Mr. Ross Burgard; Ms. Rachael Ellender, Secretary/Treasurer; Mr. Kyle Faulk; Mr. Jan Rogers, Vice-Chairman; Mr. Travion Smith; Mr. Barry Soudelier; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call were: Rev. Corion Gray and Mr. Robbie Liner, Chairman. 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 Vice-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. Faulk: “THAT the HTRPC accept the minutes as written, for the Regional Planning Commission for the regular meeting of January 27, 2022.”
- The Vice-Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Mr. Faulk, Mr. Smith, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Rev. Gray & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Ms. Ellender moved, seconded by Mr. Faulk: “THAT the HTRPC remit payment for the February 17, 2022 invoices and approve the Treasurer’s Report of January 2022.”
- The Vice-Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Mr. Faulk, Mr. Smith, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Rev. Gray & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
1. Ms. Ellender moved, seconded by Mr. Thibodeaux: “THAT the HTRPC accept the Louisiana Compliance Questionnaire for the 2021 Audit.”
- (a) Mr. Thibodeaux requested Mr. Pulaski to make sure Martin & Pellegrin are present.
- The Vice-Chairman called for a vote on the motion offered by Mr. Thibodeaux. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Mr. Faulk, Mr. Smith, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Rev. Gray & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **COMMUNICATIONS:** None.
- G. **OLD BUSINESS:**
- Mr. Faulk moved, seconded by Ms. Ellender: “THAT the Old Business be removed from the table and be considered at this time.”
- The Vice-Chairman called for a vote on the motion offered by Mr. Faulk. THERE WAS RECORDED: YEAS: Mr. Burgard, Ms. Ellender, Mr. Faulk, Mr. Smith, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Rogers; ABSENT: Rev. Gray & Mr. Liner. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
1. The Vice-Chairman called to order the conceptual & preliminary application by Pete-Land Properties, LLC for Process C, Major Subdivision, for Emerson Lakes, Phases 3 & 4.
- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, stated they would like to table the matter until the next meeting in March.
- b) Mr. Burgard moved, seconded by Mr. Soudelier: “THAT the HTRPC table the conceptual and preliminary application for Process C, Major Subdivision, for

Emerson Lakes, Phases 3 & 4 until the next regular meeting of March 17, 2022 as per the Developer's request."

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

2. The Vice-Chairman called to order the application for Process D, Minor Subdivision, for Tracts 3-A-1 and 3-A-2, A Redivision of Tract 3-A belonging to Millicent B. Bourgeois, et al.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, stated the matter was tabled at the previous meeting in order to install a fire hydrant which has since been completed.

- b) There was no one from the public to speak on the matter.

- c) Mr. Faulk moved, seconded by Ms. Ellender: "THAT the Public Hearing be closed."

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval with no conditions.

- e) Mr. Soudelier moved, seconded by Mr. Faulk: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts 3-A-1 and 3-A-2, A Redivision of Tract 3-A belonging to Millicent B. Bourgeois, et al."

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

#### H. APPLICATIONS / NEW BUSINESS:

1. The Vice-Chairman called to order the Public Hearing for an application by Starkas, LLC requesting approval for Process D, Minor Subdivision, for Revised Tract "A," Property belonging to Starkas, LLC.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property.

- b) There was no one present to speak on the matter.

- c) Mr. Faulk moved, seconded by Ms. Ellender: "THAT the Public Hearing be closed."

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval.

- e) Mr. Burgard moved, seconded by Mr. Faulk: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Revised Tract "A," Property belonging to Starkas, LLC."

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

2. The Vice-Chairman called to order the application by Evangeline Business Park, L.L.C. requesting engineering approval for Process C, Major Subdivision, for Evangeline Oaks Subdivision.
  - a) Mr. David A. Waitz, David A. Waitz Engineering & Surveying, Inc., was present.
  - b) Ms. Joan Schexnayder, Parish Engineer, on behalf of the TPCG Engineering Division, read a memo with regard to the punch list items for the development [See *ATTACHMENT A*]. She stated the Developer obtaining a DOTD permit was inadvertently omitted from the list.
  - c) Discussion was held with regard to Item 7.i and rear lot drainage qualifying for an exception and which lots were included.
  - d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend conditional approval provided the applicant agrees to meet all the comments on the Engineering and Pollution Control letters including DOTD approval.
  - e) Mr. Faulk moved, seconded by Mr. Soudelier: “THAT the HTRPC grant engineering approval of the application for Process C, Major Subdivision, for Evangeline Oaks Subdivision with an exception for Item 7.i regarding rear lot drainage for Lots 3-92, Block 1 and conditioned upon the Developer complying/resolving all remaining punch list items per TPCG Engineering Division’s memo dated February 10, 2022 as well as obtaining a DOTD permit [See *ATTACHMENT A*].”

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

I. STAFF REPORT:

1. Staff discussed 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.

J. ADMINISTRATIVE APPROVAL(S):

Mr. Thibodeaux moved, seconded by Mr. Faulk: “THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-11.”

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 Ridgfield Heights Addition to Thibodaux, LA; Section 158, T15S-R16E, Terrebonne Parish, LA (*1812 Ridgfield 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)

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

K. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee:

- a) The next SRRC meeting would be tentatively scheduled for Thursday, March 10, 2022 at 3:30 p.m.

L. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:

- a) Mr. Thibodeaux and Mr. Pulaski discussed land use and placement on the plats, applications, and staff reports.
- b) Upon questioning by Mr. Thibodeaux, discussion was held regarding parish wastewater and efforts to address as a region and not just Terrebonne Parish.

2. Vice-Chairman's Comments: None.

M. PUBLIC COMMENTS: None.

N. Ms. Ellender moved, seconded by Mr. Soudelier: "THAT there being no further business to come before the HTRPC, the meeting be adjourned at 6:35 p.m."

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



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



TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT

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February 10, 2022  
1<sup>st</sup> Review  
Item No. H-2

TO: Christopher M. Pulaski  
FROM: Joan E. Schexnayder, P.E. *JES*  
SUBJECT: Evangeline Oaks  
Review of Engineering Approval

The Engineering Division of the Terrebonne Parish Department of Public Works has reviewed the plans and calculations for the above referenced subdivision. The plans and calculations fail to comply with Parish Ordinances and Subdivision Regulations in the following areas:

1. The plat should be 2 pages that includes the pond and all servitudes.
2. Speed limit sign needs to be 25 mph.
3. Fill mitigation needs to be shown.
4. Roundabout details need to be included.
5. Turning movements of a school bus and a fire truck in the roundabout need to be provided.
6. The tree line needs to be cleared from the southern ditch of the property.
7. 24.7.6.2.6 Does not conform to the SDDM:
  - a. V.A.2 Location of St. Louis Bayou needs to be shown in the plans.
  - b. V.A.3 Some of the drainpipes on the plan/profile are missing.
  - c. V.A.3 The culvert table & 6020 calculations are inconsistent with the plan/profile.
  - d. V.A.3 Dimensions of some servitudes are missing on the plan/profile.
  - e. V.A.4 Dimensions of some servitudes are missing on the drainage plans.
  - f. V.A.4 Pre vs Post hydrographs need to be provided.
  - g. V.A.5 The typical section for Rue Des Affaires Blvd is missing measurements on the typical section.
  - h. V.A.5 The boulevard must be 2 full lanes on each side of the median.
  - i. V.A.6 All lots are not graded to drain to the street or to major drainage artery. The HTRPC can allow a portion to drain to the rear if drainage to the rear already exists or is to be dedicated; however, the percentage may not exceed 60% of the total depth of lots up to 225' deep. This subdivision qualifies for this exception.
  - j. V.A.8 Cross-section 3 is inconsistent with the boulevard measurements on the plans.
  - k. V.B.11 Inlet spacing must be less than 250'.
  - l. V.A.4 Pond drainage plan is needed including plan, profile, and cross-section.
  - m. VIII.A A profile and cross-section is required for the north and south ditches that the subdivision is draining directly to.
  - n. VIII. There is inadequate servitude on Lot 9, 10, & 23 Block 1.
  - o. VIII. There is inadequate drainage servitude on the lots along the CCC ditch.

**Evangeline Oaks**  
**Review of Engineering Approval**  
JES Memo to CP dated 2/10/2022

8. 24.5.4.6.7 Approval letters should be provided from the following utilities:
  - a. Waterworks
  - b. Gas Utility
  - c. Electric Utility
  - d. Department of Health and Hospitals for water and sewer
  - e. TPCG Pollution Control.
9. 24.7.5.2 Approval from TPCG Utilities for street lights should be provided.

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

JES/bbd

cc: Jacob Waitz, P.E.  
Ernest Brown (email)  
Engineering Division  
Reading File (electronic)  
Council Reading File (electronic)