

**MINUTES**  
**HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION**  
**MEETING OF MAY 18, 2023**

- A. The Chairman, Mr. Robbie Liner, called the meeting of May 18, 2023 of the HTRPC to order at 6:23 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Mr. Wayne Thibodeaux and the Pledge of Allegiance led by Mr. Faulk.
- B. Upon Roll Call, present were: Mr. Ross Burgard; Mr. Kyle Faulk; Mr. Robbie Liner, Chairman; Mr. Jan Rogers Vice-Chairman; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Ms. Rachael Ellender, Secretary/Treasurer; Rev. Corion Gray; Mr. Travion Smith; and Mr. Barry Soudelier. 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. 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 March 16, 2023.”
- The Chairman called for a vote on the motion offered by Mr. Faulk. THERE WAS RECORDED: YEAS: Mr. Burgard, Mr. Faulk, Mr. Rogers, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Ms. Ellender, Rev. Gray, Mr. Smith, and Mr. Soudelier. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Mr. Rogers moved, seconded by Mr. Thibodeaux: “THAT the HTRPC remit payment for the May 18, 2023 invoices and approve the Treasurer’s Report of April 2023.”
- The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Burgard, Mr. Faulk, Mr. Rogers, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Ms. Ellender, Rev. Gray, Mr. Smith, and Mr. Soudelier. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **COMMUNICATIONS:**
1. Mr. Pulaski read a letter from Keneth L. Rembert Land Surveyors dated May 18, 2023 requesting to table Item G.1 regarding Four Geaux Louisiana, LLC until the next regular meeting of June 15, 2023 [See *ATTACHMENT A*].”
- a) Mr. Rogers moved, seconded by Mr. Burgard: “THAT the HTRPC adopt a motion to table the application for Process D, Minor Subdivision, Revised Parcel 3-A & Lot 49, Redivision of Revised Parcel 3-A belonging to Four Geaux Louisiana, LLC until the next regular meeting of June 15, 2023 as per the Developer’s request [See *ATTACHMENT A*].
- The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Burgard, Mr. Faulk, Mr. Rogers, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Ms. Ellender, Rev. Gray, Mr. Smith, and Mr. Soudelier. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- G. **APPLICATIONS / NEW BUSINESS:**
1. *Tabled until June 15, 2023 as per the Developer’s request.* Revised Parcel 3-A & Lot 49, Redivision of Revised Parcel 3-A belonging to Four Geaux Louisiana, LLC [See *ATTACHMENT A*]
2. The Chairman called to order the Public Hearing for an application by Kirchhoff Land No. 3, LLC requesting approval for Process D, Minor Subdivision, for Lots 1 thru 8, Property belonging to Kirchhoff Land No. 3, LLC, et al.
- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He stated that he provided a receipt of payment for the installation of the required fire hydrant.
- b) There was no one present to speak on the matter.

- c) Mr. Burgard moved, seconded by Mr. Faulk: “THAT the Public Hearing be closed.”

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend conditional approval provided upon the installation of the fire hydrant and confirmation sent to Staff, location of new hydrant and municipal addresses being depicted on the plat, and the submittal of all utility service availability letters.

- e) Mr. Rogers moved, seconded by Mr. Faulk: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Lots 1 thru 8, Property belonging to Kirchhoff Land No. 3, LLC, et al conditioned upon the installation of the fire hydrant and confirmation sent to Staff, location of new hydrant and municipal addresses being depicted on the plat, and the submittal of all utility service availability letters.”

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

- 3. The Chairman called to order the application by A & H Dream Properties, LLC requesting approval for Process D, Minor Subdivision, for Lots 3-A, 3-B, 6-A, & 7-A of Block 10 to the City of Houma.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He stated the existing homes were being repaired and they wished to shift the property lines to be aligned between the homes and requested a variance from the minimum lot size requirements.

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

- c) Mr. Faulk moved, seconded by Mr. Rogers: “THAT the Public Hearing be closed.”

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval of the application along with the variance request.

- e) Discussion was held regarding existing parking and driveways.

- f) Mr. Burgard moved, seconded by Mr. Faulk: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Lots 3-A, 3-B, 6-A, & 7-A of Block 10 to the City of Houma with a variance from the minimum lot size requirement (required 6,000 sf to 5,665 sf on all 4 lots).”

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

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

- 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. Joan Schexnayder, TPCG Engineer, read a memo dated May 10, 2023 with regard to the punch list items for the development [See ATTACHMENT B].

- d) Mr. Milford stated that they comply with all of the items.
- e) Mr. Faulk moved, seconded by Mr. Rogers: “THAT the HTRPC grant engineering approval of the application for Process C, Major Subdivision, for West Manchester Subdivision, Addendum No. 2 conditioned upon the Developer complying/resolving all remaining punch list items per TPCG Engineering Division’s memo dated May 10, 2023 [See *ATTACHMENT B*].”

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

H. STAFF REPORT:

- 1. Staff stated that the Annual Report has been completed and will give time for the Commissioners to review it to 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 1-6.”

- 1. Lot Line Adjustment of Lot 1, Lot 2, and the North and South Halves of Lot 3 into Revised Lot 1 and Revised Lot 2 contained in Block 1 of A.J. Authement Subdivision No. 3; Section 19, T19S-R17E, Terrebonne Parish, LA (6784 & 6788 *Shrimpers Row / Councilman Danny Babin, District 7*)
- 2. Revised Tract C, A Redivision of Tracts B & C belonging to Laurentino M. Cardenas, et al; Section 1, T19S-R19E, Terrebonne Parish, LA (1446, 1448, & 1449 *LA Highway 55 / Councilman Steve Trosclair, District 9*)
- 3. Revised Lot 5, Block 2 of Eagle Landing Subdivision; Section 37, T20S-R17E, Terrebonne Parish, LA (8625 *J Scott Court / Councilman Danny Babin, District 7*)
- 4. Lots "A" & "B," A Redivision of Property belonging to Roger D. Plessala, et ux; Section 7, T16S-R17E, Terrebonne Parish, LA (203 *Darlene Street / Councilman Gerald Michel, District 3*)
- 5. Lot Line Shift between Lot 30 & 31 of Skipper's Row Campsites; Sections 88, 89, 90, & 91, T20S-R18E, Terrebonne Parish, LA (7521 & 7525 *Highway 56 / Councilman Steve Trosclair, District 9*)
- 6. Lot Line Shift between Lots 2 & 3, Block 1 of Jolie Oaks Subdivision and Lot Extensions "LE-2A" & "LE-3A" of Phase 3 to Jolie Oaks Subdivision; Section 79, T15S-R16E, Terrebonne Parish, LA (115 & 119 *Jolie Oaks Blvd. / Councilman John Amedée, District 4*)

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

J. COMMITTEE REPORT:

- 1. Subdivision Regulations Review Committee:
  - a) Mr. Pulaski further discussed the meeting held on May 11, 2023 regarding Rienzi subdivision in Lafourche Parish and the use of concrete swales to assist with incidental rear lot drainage.
  - b) The next meeting will be held Thursday, June 8, 2023 at 3:30 p.m.

K. COMMISSION COMMENTS:

- 1. Planning Commissioners’ Comments:
  - a) Mr. Burgard inquired about Parish funding and a possible game plan for affordable housing and parish-wide sewer.
  - b) Mr. Rogers stated that insurance matters needed to be addressed before affordable housing since residents wouldn’t be able to afford the insurance or housing.
  - c) Mr. Thibodeaux requested information regarding housing at Senator Circle; Mr. Pulaski stated Housing and Human Services was working on alternative housing to include 90 duplexes within the Parkwood Place Subdivision.

2. Chairman's Comments:

- a) The Chairman inquired about the damaged high rise building on Park, and Mr. Pulaski stated the engineering review was still pending but it was proposed to be demolished.

L. PUBLIC COMMENTS: None.

M. Mr. Rogers moved, seconded Mr. Burgard: "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. Rogers. THERE WAS RECORDED: YEAS: Mr. Burgard, Mr. Faulk, Mr. Rogers, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Ms. Ellender, Rev. Gray, Mr. Smith, and Mr. Soudelier. THE CHAIRMAN DECLARED THE MOTION ADOPTED.



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

Keneth L. Rembert  
LAND SURVEYORS  
since 1973 (50 years of service)  
635 SCHOOL ST. HOUMA, LA. 70360  
985- 879-2782 (FAX) 985-879-1641

Item 6.1

May 18, 2023

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

Att: Mr. Chris Pulaski:

Re: NEW BUSINESS ITEM 1, REVISED PARCEL 3-A AND LOT 49, PROPERTY OF FOUR  
GEAUX LOUISIANA, LA

Dear Chris:

Please let this letter serve as a request to table the above item at tonight's meeting and place it on  
the agenda for the meeting of June 15<sup>th</sup>.

Thank you.

Sincerely,

  
Keneth L. Rembert

KLR/apr




TERREBONNE PARISH  
CONSOLIDATED GOVERNMENT

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



May 10, 2023  
1<sup>st</sup> Review  
Item No. G-4

TO: **Christopher M. Pulaski**

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

SUBJECT: **West Manchester Add. 2**  
**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. 24.7.6.2.6 Does not conform to the SDDM:
  - a. V.A.7 The latest CP-01 standard plans need to be provided.
  - b. V.A.10 Roadside ditches exceed the maximum depth of 3'-6".
2. 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.
3. 24.7.5.2 Approval from TPCG Utilities for street lights should be provided.
4. 24.7.6.4 Benchmark is required.

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