

## MINUTES

### HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)

#### MEETING OF JANUARY 21, 2021

- A. The Vice-Chairman, Mr. Robbie Liner, called the meeting of January 21, 2021 of the HTRPC to order at 6:08 p.m. at the Houma-Terrebonne Civic Center with the Invocation and the Pledge of Allegiance led by Dr. Cloutier. The Chairman, Mr. Kyle Faulk, was out due to a work commitment.
- B. Upon Roll Call, present was: Mr. Ross Burgard; Dr. L.A. “Budd” Cloutier, Jr.; Ms. Rachael Ellender, Secretary/Treasurer; Mr. Robbie Liner, Vice-Chairman; Mr. Jan Rogers; and Mr. Barry Soudelier. Absent at the time of Roll Call was: Mr. Kyle Faulk, Chairman; Mr. Phillip Livas & Mr. Wayne Thibodeaux. Also present was Mr. Christopher Pulaski, Director, Department of Planning & Zoning; Mr. Christian St. Martin, outgoing Legal Advisor; Mr. Derick Bercegeay, incoming Legal Advisor; and Joan Schexnayder, TPCG Engineering Division.
- 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 him or herself from participating in the debate, discussion, and voting on that matter. *There were no conflicts to report.*
- D. **ACCEPTANCE OF 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 December 17, 2021.”
- The Vice-Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Mr. Burgard, Dr. Cloutier, Ms. Ellender, Mr. Rogers, and Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk, Mr. Livas and Mr. Thibodeaux. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Ms. Ellender moved, seconded by Dr. Cloutier: “THAT the HTRPC remit payment for the January 21, 2021 invoices and approve the Treasurer’s Report of December 2020.”
- The Vice-Chairman called for a vote on the motion offered by Ms. Ellender. THERE WAS RECORDED: YEAS: Mr. Burgard, Dr. Cloutier, Ms. Ellender, Mr. Rogers, and Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk, Mr. Livas and Mr. Thibodeaux. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **COMMUNICATIONS:**
1. Mr. Pulaski read a letter from Leonard Chauvin P.E., P.L.S., Inc., dated January 21, 2021, requesting to table Item G.1 regarding Tract III belonging to Gail Thibodeaux until the next regular meeting of February 18 [25], 2021 [See *ATTACHMENT A*].
- a) Dr. Cloutier moved, seconded by Mr. Rogers: “THAT the HTRPC table the application by Gail Thibodeaux for Property being carved from Tract II to create Tract III belonging to Gail Thibodeaux, now or formerly being a portion of Lot 40 of the Waubun, St. George, & Isle of Cuba Plantation Subdivision until the next regular meeting of February 18 [25], 2021 as per the Developer’s request [See *ATTACHMENT A*].”
- The Vice-Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mr. Burgard, Dr. Cloutier, Ms. Ellender, Mr. Rogers, and Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk, Mr. Livas and Mr. Thibodeaux. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.
2. Mr. Pulaski read an email from Providence Engineering & Environmental Group, LLC, dated January 21, 2021, requesting to table Item H.1 regarding Tract A and Lots 1-10 of Gulf South Square, Honduras Plantation Subdivision [See *ATTACHMENT B*].
- a) Dr. Cloutier moved, seconded by Mr. Rogers: “THAT the HTRPC table the application by Arthur A. DeFraités, Jr. & John M. DeFraités for the Redivision of Parcels B, D, F, F1, G, H, and I into Tract A and Lots 1-10 of Gulf South Square being a portion of Lot 172, Honduras Plantation Subdivision until the next regular meeting of February 18 [25], 2021 as per the Developer’s request [See *ATTACHMENT B*].”
- The Vice-Chairman called for a vote on the motion offered by Dr. Cloutier. THERE WAS RECORDED: YEAS: Mr. Burgard, Dr. Cloutier, Ms. Ellender, Mr. Rogers, and Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Faulk, Mr. Livas and Mr. Thibodeaux. THE VICE-CHAIRMAN DECLARED THE MOTION ADOPTED.

3. Mr. Pulaski read a letter from Keneth L. Rembert Land Surveyors, dated January 20, 2021, requesting to table Item H.5 regarding the Redivision of Tract 15, Boudreaux Canal Subdivision, Addendum No. 1 [See *ATTACHMENT C*].

a) Dr. Cloutier moved, seconded by Mr. Rogers: “THAT the HTRPC table the application by A. St. Martin Co., Ltd, c/o Claudia D. Braud for Tracts 15-A, 15-B, 15-C, 15-D, 15-E, 15-F, 15-G, 15-A1, 15-B1 & 15-C1, Boudreaux Canal Subdivision, Addendum No. 1, Property of A. St. Martin Co., Ltd. until the next regular meeting of February 18 [25], 2021 as per the Developer’s request [See *ATTACHMENT C*].”

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

4. Mr. Pulaski read a letter from David A. Waitz Engineering & Surveying, Inc., dated January 19, 2021, requesting to table Item H.6 regarding Parc Evangeline Subdivision, Phase A [See *ATTACHMENT D*].

a) Dr. Cloutier moved, seconded by Ms. Ellender: “THAT the HTRPC table the final application by Evangeline Business Park, LLC for Parc Evangeline Subdivision, Phase A until the next regular meeting of February 18 [25], 2021 as per the Developer’s request [See *ATTACHMENT D*].”

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

G. OLD BUSINESS:

1. *Tabled until the February 18 [25], 2021 meeting.* Property being carved from Tract II to create Tract III belonging to Gail Thibodaux, now or formerly being a portion of Lot 40 of the Waubun, St. George, & Isle of Cuba Plantation Subdivision. [See *ATTACHMENT A*]

H. APPLICATIONS:

1. *Tabled until the February 18 [25], 2021 meeting.* Redivision of Parcels B, D, F, F1, G, H, and I into Tract A and Lots 1-10 of Gulf South Square being a portion of Lot 172, Honduras Plantation Subdivision. [See *ATTACHMENT B*]

2. The Vice-Chairman called to order the Public Hearing for an application by Janis Spell requesting approval for Process D, Minor Subdivision, for Parcels 9-A1, 9-A2, 9-B, 9-C, 9-D1, and 9-D2 belonging to Four Point Holdings, Inc.

a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location, division of property, and stated the family was separating parcels amongst the siblings. He indicated the Department of Health has issues that will be rectified and was requested by DHH to provide a boat to get them to the island to inspect.

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

c) Dr. Cloutier moved, seconded by Ms. Ellender: “THAT the Public Hearing be closed.”

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

d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of an approval letter from the Department of Health, combining Parcels 9-D2 and 9-C as indicated, and confirmation of the subject property addresses by Parish 911.

e) Dr. Cloutier moved, seconded by Ms. Ellender: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Parcels 9-A1, 9-A2, 9-B, 9-C, 9-D1, and 9-D2 belonging to Four Point Holdings, Inc. conditioned upon the submittal of an approval letter from the Department of Health, combining Parcels 9-D2 and 9-C as indicated, and confirmation of the subject property addresses by Parish 911.”

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

3. The Vice-Chairman called to order the Public Hearing for an application by Janis Spell requesting approval for Process D, Minor Subdivision, for Parcels 3-A & 3-B, A Redivision of Parcel 3 belonging to Four Point Holdings, Inc.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location, division of property, and stated the family was separating parcels amongst the siblings. He indicated the Department of Health has issues that will be rectified and requested conditional approval.
- b) There was no one from the public to speak on the matter.
- c) Dr. Cloutier moved, seconded by Mr. Rogers: "THAT the Public Hearing be closed."

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of an approval letter from the Department of Health.
- e) Ms. Ellender moved, seconded by Dr. Cloutier: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Parcels 3-A & 3-B, A Redivision of Parcel 3 belonging to Four Point Holdings, Inc. conditioned upon the submittal of an approval letter from the Department of Health."

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

4. The Vice-Chairman called to order the Public Hearing for an application by Janis Spell requesting approval for Process D, Minor Subdivision, for Parcels 6-A thru 6-D, A Redivision of Parcel 6 belonging to Four Point Holdings, Inc.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location, division of property, and stated the family was separating parcels amongst the siblings. He indicated the Department of Health has issues that will be rectified and requested conditional approval.
- b) There was no one from the public to speak on the matter.
- c) Dr. Cloutier moved, seconded by Mr. Rogers: "THAT the Public Hearing be closed."

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of an approval letter from the Department of Health.
- e) Dr. Cloutier moved, seconded by Mr. Soudelier: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Parcels 6-A thru 6-D, A Redivision of Parcel 6 belonging to Four Point Holdings, Inc. conditioned upon the submittal of an approval letter from the Department of Health."

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

5. *Tabled until the February 18 [25], 2021 meeting.* Tracts 15-A, 15-B, 15-C, 15-D, 15-E, 15-F, 15-G, 15-A1, 15-B1 & 15-C1, Boudreaux Canal Subdivision, Addendum No. 1, Property of A. St. Martin Co., Ltd. [See *ATTACHMENT C*]
6. *Tabled until the February 18 [25], 2021 meeting.* Parc Evangeline Subdivision, Phase A, Final [See *ATTACHMENT D*]

I. STAFF REPORT:

1. Mr. Pulaski requested the next regular meeting scheduled for February 18, 2021 be pushed back a week to February 25, 2021 due his being out on vacation and other Commissioners as well for the Mardi Gras holiday.
  - a) Mr. Rogers moved, seconded by Dr. Cloutier: “THAT the HTRPC reschedule the regular meeting of February 18, 2021 to February 25, 2021 due to the Mardi Gras Holiday.”

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

J. ADMINISTRATIVE APPROVALS:

Dr. Cloutier moved, seconded by Ms. Ellender: “THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-9.”

1. Lots 7-A & 8-A being a portion of Lots 7 & 8 of P.F.A. Boudreaux Subdivision, Property belonging to Lillie Jaubert Lapeyrouse, Section 11, T17S-R18E, Terrebonne Parish, LA
2. Revised Lot F-1, Block 1, belonging to Frank W. McNabb, and Rev. 2 Lot F-2, Block 1, belonging to Todd M. Morales and Tina Marie Boquet (Both Tracts of Houma Development Tract One) into Lot F-1-A and Lot F-2-A, Section 101, T17S-R17E, Terrebonne Parish, LA
3. Revised Tracts 1 & 2, A Redivision of Tracts 1 & 2, Property belonging to Samuel P. Henry, et al, Sections 4, 22 & 23, T18S-R19E, Terrebonne Parish, LA
4. Revised Parcels 8 & 10, A Redivision of Parcels 8 & 10 belonging to Four Point Holdings, Inc., Section 22, T20S-R17E, Terrebonne Parish, LA
5. Lot Line Shift between Lots 29 thru 33, 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
6. Lot Line Shift for Property belonging to Sweet Pea Holdings, LLC, Section 85, T15S-R16E, Terrebonne Parish, LA
7. Lot Line Shift between Lots I and J of Property formerly belonging to Morris Chauvin, Section 86, T15S-R16E, Terrebonne Parish, LA
8. Redivision of Tract 2 of the Partition of the Forest Bollinger Estate, Section 54, T16S-R17E, Terrebonne Parish, LA
9. Lot Line Shift between Lots 4 & 5 of Block 1, Maplewood Subdivision, Section 59, T16S-R17E, Terrebonne Parish, LA

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

K. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee: None.

L. COMMISSION COMMENTS:

1. Planning Commissioners' Comments:
  - a) Dr. Cloutier requested Staff to research a new venue to hold their meetings that would not affect their budget as much as the Civic Center has been. Mr. Pulaski stated he would discuss with Anne Picou the availability of the Municipal Auditorium.
2. Vice-Chairman's Comments: None.

M. PUBLIC COMMENTS: None.

N. Ms. Ellender moved, seconded by Dr. Cloutier: “THAT there being no further business to come before the Houma-Terrebonne Regional Planning Commission, the meeting be adjourned at 6:28 p.m.”

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

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

**LEONARD CHAUVIN P.E., P.L.S., INC.**  
***Civil Engineer - Land Surveyor***

Item G.1

January 21, 2021

***Via Email***

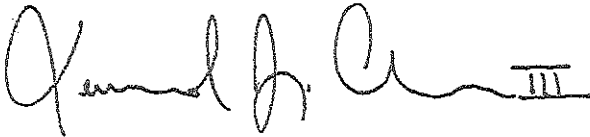
Terrebonne Parish Consolidated Government  
Attn: Chris Pulaski ([cpulaski@tpcg.org](mailto:cpulaski@tpcg.org))

***Re: Survey Showing Property Being Carved From Tract II to Create Tract III Belonging to Gail Thibodaux, Now or Formerly, Being a Portion of Lot 40 of the Waubun, St. George, & Isle of Cuba Plantation located in Sections 86 & 87, T15S-R16E & Sections 70 & 8, T16S-R16E Terrebonne Parish, Louisiana***

Mr. Pulaski,

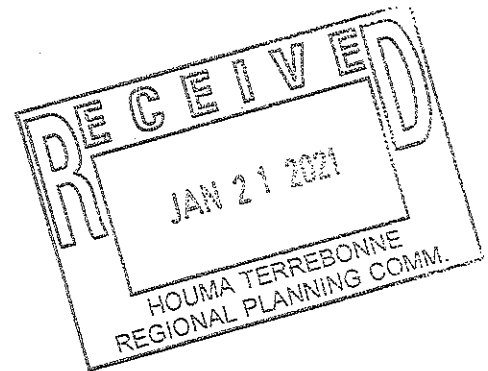
Please table the above referenced project until the next regular Terrebonne Parish Planning Commission meeting. It is expected that the required fire hydrant will be installed prior to the next meeting. We will submit all required documentation once the installation has been completed, and present before the board at the next monthly meeting. If you have any questions do not hesitate to contact our office.

Sincerely,



Leonard J. Chauvin III, PE

CC: Becky Becnel ([bbecnel@tpcg.org](mailto:bbecnel@tpcg.org)),



Hem H. 1

**From:** Terral Martin, Jr., PLS  
**To:** Christopher Pulaski  
**Cc:** Beckv Becnel  
**Subject:** Gulf South Square - DeFraitcs - Table to February 18th  
**Date:** Thursday, January 21, 2021 9:50:42 AM  
**Attachments:** [image001.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)

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Chris,

We would like to table Gulf South Square until the February meeting. We have a few issues to resolve with water service and sewer service for Lot 10. The nearest fire hydrant distance to Lot 10 is 199'.

Thanks,

Terral

**Terral J. Martin, Jr., PLS**

**Professional Land Surveyor**

[terralmartin@providenceeng.com](mailto:terralmartin@providenceeng.com)

Main: 985-876-6380

Cell: 985-226-4785

Fax: 985-876-0621

Extension: 174

[www.providenceeng.com](http://www.providenceeng.com)

Providence Engineering and Environmental Group LLC

1297 St. Charles Street Suite H, Houma, LA 70360



PROVIDENCE

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Keneth L. Rembert

Item H.5

LAND SURVEYORS

since 1973

635 SCHOOL ST. HOUMA, LA. 70360  
985-879-2782 (FAX) 985-879-1641

January 20, 2021

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

Att: Mr. Chris Pulaski:

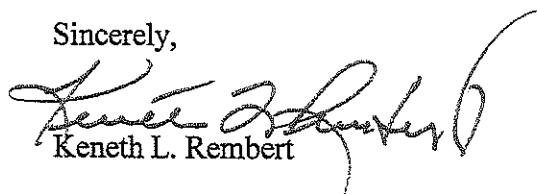
Re: APPLICATION- ITEM 5, BOUDREAUX CANAL ADDENDUM NO. 1

Dear Chris:

Please let this letter serve as a request to table the above item on the agenda for the meeting of January 21, 2021 until next month's meeting. The draft site is not in place yet, a waterline right-of-way is not secured yet and there is a sewer problem at Tract 15-D

Thank you.

Sincerely,

  
Kenneth L. Rembert

KLR/apr



DAVID A. WAITZ ENGINEERING AND SURVEYING, INC.  
Civil Engineers & Professional Land Surveyors

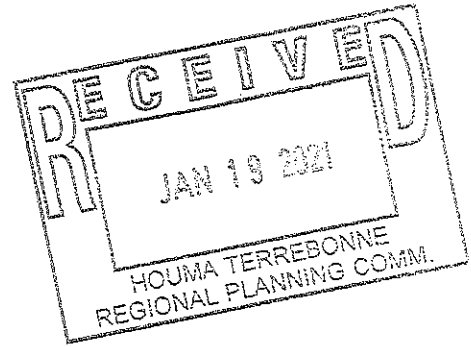
Item H.6

Jacob A. Waitz, P.E., L.S.I.

David A. Waitz, P.E., P.L.S.

James M. Templeton, P.L.S.

January 19, 2021



Via: E-Mail: [bbecnel@trpcq.org](mailto:bbecnel@trpcq.org)

Houma-Terrebonne Regional Planning Commission  
P. O. Box 1446  
Houma, LA 70361-1446

Attention: Becky M. Becnel,  
Planning Commission Secretary

RE: REQUEST TO TABLE ITEM – PARC EVANGELINE SUBDIVISION, PHASE A (17 LOTS) - LOCATED IN SECTION 7, T16S-R17E, TERREBONNE PARISH, LOUISIANA – DEVELOPER: EVANGELINE BUSINESS PARK, L.L.C. - ENGINEER'S PROJECT NO. 2020-116

Dear Becky:

We are hereby requesting that you table the Parc Evangeline Subdivision, Phase A which is on the January 21, 2021 agenda of the Houma-Terrebonne Regional Planning Commission meeting until the next regular meeting on February 18, 2021. Recent weather has delayed the contractor from completing some construction items in the development.

Thank you in advance for your cooperation and assistance in this matter and if you should have any questions or require any additional information, please do not hesitate to contact our office.

Sincerely,

DAVID A. WAITZ  
ENGINEERING & SURVEYING, INC.

A handwritten signature in black ink, appearing to read "Jacob A. Waitz".

Jacob A. Waitz, P.E., L.S.I.

JAW/dth

Cc: Evangeline Business Park, L.L.C.  
File & Reading File

1107 Canal Blvd. • Thibodaux, Louisiana 70301 • (985) 447-4017 (Phone) • (985) 447-1998 (Fax)  
7839 Park Ave. • Houma, Louisiana 70364 • (985) 876-0267 (Phone) • (985) 876-0979 (Fax)  
Mailing Address: P. O. Box 1203 • Thibodaux, Louisiana 70302-1203 • E-mail: [dwaitz@waitzengineering.com](mailto:dwaitz@waitzengineering.com)