

MINUTES

HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION (HTRPC)

ZONING & LAND USE COMMISSION

MEETING OF AUGUST 20, 2020

- A. The Chairman, Mr. Kyle Faulk, called the meeting of August 20, 2020 of the HTRPC, convening as the Zoning and Land Use Commission, to order at 6:00 p.m. at the Houma-Terrebonne Civic Center with the Invocation led by Dr. Cloutier and the Pledge of Allegiance led by him.
- B. Upon Roll Call, present was: Mr. Joseph “Joey” Cehan, Vice-Chairman; Dr. L.A. “Budd” Cloutier, Jr.; Ms. Rachael Ellender; Mr. Kyle Faulk, Chairman, Mr. Keith Kurtz; Mr. Robbie Liner; Mr. Barry Soudelier; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call was: Mr. Phillip Livas. Also present was Mr. Christopher Pulaski, Director, Department of Planning & Zoning and Mr. Laddie Freeman, 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. *Mr. Cehan recused himself from Item F.2.*
- D. **APPROVAL OF THE MINUTES:**
1. Mr. Thibodeaux moved, seconded by Dr. Cloutier: “THAT the HTRPC, convening as the Zoning & Land Use Commission, accept the minutes, as written, for the Zoning and Land Use Commission for the regular meeting of July 16, 2020.”
- The Chairman called for a vote on the motion offered by Mr. Thibodeaux. **THERE WAS RECORDED: YEAS:** Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; **NAYS:** None; **ABSTAINING:** Mr. Faulk; **ABSENT:** Mr. Livas. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
- E. **COMMUNICATIONS:** None.
- F. **NEW BUSINESS:**
1. Home Occupation:
- a) The Chairman called to order the Home Occupation application by Step By Step Tutoring, LLC, c/o Danielle Houston, to establish a tutoring business at 240 Lake Crescent Circle.
- (1) Ms. Houston, applicant, stated she would be tutoring math to high school and college students and would only have one individual at a time and only two sessions per evening Monday through Thursday. She indicated she had enough parking to accommodate vehicles during the sessions or for drop off and pick up.
- (2) No one from the public was present to speak on the matter.
- (3) Mr. Pulaski discussed the Staff Report and stated Staff would recommend Home Occupation Approval.
- (4) Discussion was held with regard to signage being allowed and not to exceed one square foot in area.
- (5) Dr. Cloutier moved, seconded by Mr. Cehan: “THAT the HTRPC, convening as the Zoning & Land Use Commission, grant Home Occupation Approval for an application by Step By Step Tutoring, LLC to establish a tutoring business at 240 Lake Crescent Circle.”
- The Chairman called for a vote on the motion offered by Dr. Cloutier. **THERE WAS RECORDED: YEAS:** Mr. Cehan, Dr. Cloutier, Ms. Ellender, Mr. Kurtz, Mr. Liner, Mr. Soudelier, and Mr. Thibodeaux; **NAYS:** None; **ABSTAINING:** Mr. Faulk; **ABSENT:** Mr. Livas. **THE CHAIRMAN DECLARED THE MOTION ADOPTED.**
- b) The Chairman called to order the Home Occupation application by Samantha Falgout, to establish an accounting business at 712 South Street.
- (1) There wasn’t anyone present to represent the application.
- (2) Mr. Pulaski indicated he had not heard from anyone that they would not be present at tonight’s meeting and he recommended tabling the matter until the next meeting.
- (3) Dr. Cloutier moved, seconded by Mr. Liner: “THAT the HTRPC, convening as the Zoning & Land Use Commission, table the Home Occupation application by Samantha Falgout to establish an accounting

business at 712 South Street until the next regular meeting of September 17, 2020.”

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

2. Preliminary Hearing:

Dr. Cloutier moved, seconded by Mr. Thibodeaux: “THAT the HTRPC, convening as the Zoning & Land Use Commission, call a Public Hearing to rezone from R-1 (Single-Family Residential) to R-2 (Two-Family Residential); certain lots within Mechanicville Subdivision for Thursday, September 17, 2020 at 6:00 p.m.”

- (a) Discussion was held with regard to the Councilman John Navy, Terrebonne Parish Council, initiating the request to rezone the properties in Mechanicville Subdivision. Discussion ensued with regard to rezoning to R-2 rather than R-3 so that if mobile homes were to be placed, a Special Exception would have to be obtained from the Board of Adjustment.

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

G. STAFF REPORT:

1. Mr. Pulaski stated he again obtained prices from Information Technology to purchase iPads for the Commissioners as to eliminate the hard copies for meeting packets. He discussed the cost difference between having a data plan versus using wireless internet which would be cheaper at \$299. Most Commissioners were okay with purchasing the cheaper wireless internet version but concerns were brought up of damage or lost and responsibility of the same. More information would be provided at the next meeting after research on responsibility and what the Terrebonne Parish Council is currently doing.

H. COMMISSION COMMENTS:

1. Planning Commissioners’ Comments: None.
2. Chairman’s Comments:
- (a) Mr. Freeman was congratulated on his retirement as this was his last zoning meeting with the Planning Commission after 16 years and was wished well by everyone. Mr. Christian St. Martin was introduced as his replacement.

I. PUBLIC COMMENTS: None.

- J. Dr. Cloutier moved, seconded by Mr. Thibodeaux: “THAT there being no further business to come before the HTRPC, convening as the Zoning and Land Use Commission, the meeting be adjourned at 6:21 p.m.”

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

Kyle D. Faulk, Chairman
Zoning & Land Use Commission

Becky M. Becnel, Minute Clerk
Zoning & Land Use Commission

CERTIFICATION

CERTIFIED TO BE A TRUE AND CORRECT COPY OF THE PROCEEDINGS OF THE ZONING AND LAND USE COMMISSION MEETING OF AUGUST 20, 2020.

**CHRISTOPHER PULASKI, PLA, DIRECTOR
PLANNING & ZONING DEPARTMENT**