

MINUTES
HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION
MEETING OF SEPTEMBER 11, 2025

- A. The Chairman, Mr. Robbie Liner, called the meeting of September 11, 2025 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 Pledge of Allegiance led by Mr. Barry Soudelier.
- B. Upon Roll Call, present were: Mr. Robbie Liner, Chairman; Mr. Clarence McGuire; Mrs. Angele Poiencot; Mr. Jan Rogers, Vice-Chairman; Mr. Barry Soudelier, Secretary/Treasurer; and Mr. Wayne Thibodeaux. Absent at the time of Roll Call were: Mr. Michael Billiot; Mr. Terry Gold; and Mr. Travion Smith. Also, present were Mr. Christopher Pulaski, Department of Planning & Zoning; Mrs. Joan Schexnayder, 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. *No one had anything to disclose.*
- D. **APPROVAL OF THE MINUTES:**
1. Mr. Rogers moved, seconded by Mrs. Poiencot: “THAT the HTRPC accept the minutes as written, for the Regional Planning Commission for the regular meeting of August 21, 2025.”
- The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. McGuire, Mrs. Poiencot, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Billiot, Mr. Gold, & Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Mr. Soudelier moved, seconded by Mr. Rogers: “THAT the HTRPC remit payment for the August 21, 2025 invoices and approve the Treasurer’s Report of July 2025.”
- The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Mr. McGuire, Mrs. Poiencot, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Billiot, Mr. Gold, & Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **COMMUNICATION(S):**
1. Mr. Pulaski read an email from Charles L. McDonald Land Surveyor, Inc., dated September 11, 2025, requesting to table Item H.1 regarding the Oliver Naquin division of property [See *ATTACHMENT A*].
- a) Mr. Rogers moved, seconded by Mr. Soudelier: “THAT the HTRPC table the application for Process D, Minor Subdivision, for the Division of Property belonging to Oliver Naquin or Assigns into Lot “B,” Lot “C,” and Lot “D” until the next regular meeting of October 16, 2026 as per the Developer’s request.”
- The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. McGuire, Mrs. Poiencot, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Billiot, Mr. Gold, & Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- G. **OLD BUSINESS:**
- Mr. Rogers moved, seconded by Mr. Thibodeaux: “THAT Old Business be removed from the table and be considered at this time.”
- The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. McGuire, Mrs. Poiencot, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Billiot, Mr. Gold, & Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
1. The Chairman called to order the Public Hearing for an application by Penny Dastugue requesting approval for Process D, Minor Subdivision, for the Redivision of Parcel “E” belonging to KMA Houma Land, LLC.
- a) Alisa Champagne, Charles L. McDonald Land Surveyor, Inc., discussed the location and division of property.
- b) There was no one from the public present to speak on the matter.

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

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff recommended conditional approval provided upon the submittal of all utility service availability letters and raw land label depicted on the plat for Parcel E-1.
- e) Mr. Rogers moved, seconded by Mrs. Poiencot: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for the Redivision of Parcel “E” belonging to KMA Houma Land, LLC conditioned upon the submittal of all utility service availability letters and raw land label be depicted on the plat for Parcel E-1.”

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

H. APPLICATIONS / NEW BUSINESS:

1. *TABLED* Division of Property belonging to Oliver Naquin or Assigns into Lot “B,” Lot “C,” and Lot “D” [See *ATTACHMENT A*]
2. The Chairman called to order the Public Hearing for an application by Travis Buquet Home Builders, LLC requesting approval for Process A, Re-Subdivision, for Revised Lots, Blocks 1, 2, and Common Area of Eagle Landing Subdivision.
 - a) Mr. Travis Buquet, applicant, discussed the location and division of property.
 - b) The Chairman recognized Kelly Fabre, 4511 Bayouside Drive, who had no opposition.
 - c) Mr. McGuire moved, seconded by Mrs. Poiencot: “THAT the Public Hearing be closed.”

The Chairman called for a vote on the motion offered by Mr. McGuire. THERE WAS RECORDED: YEAS: Mr. McGuire, Mrs. Poiencot, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Billiot, Mr. Gold, & Mr. Smith. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.
 - d) Mr. Pulaski discussed the Staff Report and stated Staff recommended approval with no conditions.
 - e) Mr. Soudelier moved, seconded by Mr. Rogers: “THAT the HTRPC grant approval of the application for Process A, Re-Subdivision, for Revised Lots, Blocks 1, 2, and Common Area of Eagle Landing Subdivision.”

The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Mr. McGuire, Mrs. Poiencot, Mr. Rogers, Mr. Soudelier, and Mr. Thibodeaux; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Billiot, Mr. Gold, & Mr. Smith. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
3. The Chairman called to order the application by Prime Land Developments, LLC requesting engineering approval for Process C, Major Subdivision, for The Cottages at Cypress Ridge, Phase A.
 - a) Mr. Gene Milford, Milford & Associates, Inc., discussed the application.
 - b) Mrs. Schexnayder read a memo dated September 11, 2025 regarding the punch list items for the development [See *ATTACHMENT B*].
 - c) Mr. Milford discussed Item 3 regarding the fire hydrant distance but that it was within the 10% allowance the fire code allows, Item 5.a regarding rear lot drainage and being an exception that the Engineering Division allows, Item 5.c regarding the inlet spacing and requesting he and Mrs. Schexnayder to work through, and Item 5.d regarding further analyzation with the modular and discuss further if needed when the results came back. He requested conditional approval to mov

forward and allowing him and Mrs. Schexnayder to work through the issues together.

- d) Mr. Pulaski stated Staff recommended conditional approval provided upon compliance with TPCG Engineering Division's punch list and fine with the Developer and TPCG Engineering working through the issues with Items 3, 5.a and 5c.
- e) Discussion was held regarding the Developer/Engineer returning to the Planning Commission after the items were worked through with TPCG Engineering.
- f) Mr. Thibodeaux moved, seconded by Mr. McGuire: "THAT the HTRPC table the engineering application for Process C, Major Subdivision for The Cottages at Cypress Ridge, Phase A until the next regular meeting of October 16, 2025 [See *ATTACHMENT B*].

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

I. STAFF REPORT: None.

J. ADMINISTRATIVE APPROVAL(S):

Mr. Rogers moved, seconded by Mrs. Poiencot: "THAT the HTRPC acknowledge for the record the following Administrative Approval."

- 1. Tract "E-D-H-I-E" containing 9.33 acres to be purchased by Prime Land Developments, LLC; Section 4, T16S-R16E/R-17E, Terrebonne Parish, LA (*139 Executive Drive / Councilman Carl Harding, District 2*)

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

K. COMMITTEE REPORT:

- 1. Subdivision Regulations Review Committee:

The Chairman called the Public Hearing to order for the discussion and possible action regarding the proposed RV Park Regulations.

- a) Mr. Pulaski stated that as per the August 21, 2025 meeting, the Public Hearing was tabled until the next regular meeting of October 16, 2025 with two committee meetings being held before then. He suggested September 25, 2025 and October 8, 2025. Discussion was held regarding the meetings starting at 3:00 p.m. rather than the usual 3:30 p.m. and making the meetings special and not a committee meeting.
- b) Mr. Soudelier moved, seconded by Mrs. Poiencot: "THAT the HTRPC hold two special meetings on September 25, 2025 and October 8, 2025 at 3:00 p.m. to discuss the proposed RV Park Regulations."

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

L. COMMISSION COMMENTS:

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

M. PUBLIC COMMENTS: None.

N. Mr. Soudelier moved, seconded Mr. Rogers: "THAT there being no further business to come before the HTRPC, the meeting be adjourned at 6:53 p.m."

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



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

Becky Becnel

From: Alisa Champagne <achampagne@bellsouth.net>
Sent: Thursday, September 11, 2025 3:03 PM
To: Becky Becnel
Subject: Oliver Naquin Division of Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Becky,

Please allow this email to serve as notice that I am requesting to table item H(1) Division of property belonging to Oliver Naquin, or assigns, into Lot "B," Lot "C" and Lot "D" on tonight's Planning Commission Agenda until next month's regularly scheduled meeting.

Please feel free to contact me if you have any questions.

Alisa Champagne, L.S.I.
Charles L. McDonald,
Land Surveyor, Inc.
(985)876-4412
(985)876-4806 (Fax)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.



TERREBONNE PARISH
CONSOLIDATED GOVERNMENT

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September 11, 2025
1st Review
Item H.3

TO: **Christopher M. Pulaski**

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

SUBJECT: **The Cottages at Cypress Ridge Phase A
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. 24.5.5.9.H Flood Hazard area not shown on the plat.
2. 24.7.1.4.6 The developer must submit architectural elevations, including graphic depictions such as photographs or measured drawings to the planning commission.
3. 24.7.6.1.8 Lot 2 Block 1 is not within 250 feet of a hydrant.
4. 24.7.6.2.3.ii Access need to be provided to both sides of the outfall east of the CCC ditch.
5. 24.7.6.2.6 Does not conform to the SDDM:
 - a. 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.
 - b. V.B.11 Gutter calculations are not provided
 - c. V.B.11 Inlet spacing exceeds 250 feet.
 - d. VI. Impacts to system will be further analyzed with our modeler and addressed at a later date.
 - e. VIII.C Plat need to be provided showing entire servitude for outfall ditch.
6. 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. Pollution Control
7. 24.7.5.2 Approval from TPCG Utilities for street lights should be provided.
8. 24.7.6.4 Benchmark should be provided at the intersection of Executive Drive and Rustling Oaks Drive.

The Cottages at Cypress Ridge Phase A
Review of Engineering Approval
JES Memo to CP dated 09/11/2025
Page 2 of 2

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.

cc:

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