

**MINUTES**  
**HOUMA-TERREBONNE REGIONAL PLANNING COMMISSION**  
**MEETING OF DECEMBER 15, 2022**

- A. The Chairman, Mr. Robbie Liner, called the meeting of December 15, 2022 of the HTRPC to order at 6:00 p.m. in the Terrebonne Parish Council Meeting Room with the Invocation led by Rev. Corion Gray and the Pledge of Allegiance led by Mr. Kyle Faulk. *Due to an applicant running late, the Commission convened as the Regional Planning Commission before the Zoning & Land Use Commission portion of the meeting.*
- B. Upon Roll Call, present were: Mr. Kyle Faulk; Rev. Corion Gray; Mr. Robbie Liner, Chairman; Mr. Jan Rogers Vice-Chairman; Mr. Travion Smith; and Mr. Barry Soudelier. Absent at the time of Roll Call was: Mr. Ross Burgard; Ms. Rachael Ellender, Secretary/Treasurer; and Mr. Wayne Thibodeaux. Also present were Mr. Christopher Pulaski, Director, Department of Planning & Zoning 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 November 17, 2022.”  
  
The Chairman called for a vote on the motion offered by Mr. Faulk. THERE WAS RECORDED: YEAS: Mr. Faulk, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- E. Mr. Rogers moved, seconded by Mr. Smith: “THAT the HTRPC remit payment for the December 15, 2022 invoices and approve the Treasurer’s Report of November 2022.”  
  
The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Faulk, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
1. Mr. Rogers moved, seconded by Mr. Smith: “THAT the HTRPC accept and approve the proposed 2023 Budget.”  
  
The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Faulk, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
- F. **ANNUAL ORGANIZATIONAL MEETING:**
1. Mr. Rogers moved, seconded by Rev. Gray: “THAT the HTRPC accept and approve Martin & Pellegrin, CPAs, proposal to perform the Commission’s audit for three years (2022, 2023, & 2024) at a cost of \$3,000.00 per year.”  
  
The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Faulk, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.
  2. Election of Officers for 2023:
    - a) Mr. Faulk nominated Mr. Robbie Liner for the position of Chairman; Mr. Jan Rogers for the position of Vice-Chairman, and Ms. Rachael Ellender for the position of Secretary/Treasurer.
      - (1) Mr. Soudelier moved, seconded by Rev. Gray: “THAT the nominations for the positions of Chairman, Vice-Chairman, and Secretary/Treasurer be closed.”  
  
The Chairman called for a vote on the motion offered by Mr. Soudelier. THERE WAS RECORDED: YEAS: Mr. Faulk, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner;

ABSENT: Mr. Burgard, Ms. Ellender, & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

- (2) Mr. Rogers moved, seconded by Rev. Gray: “THAT Mr. Robbie Liner be elected as Chairman by acclamation, Mr. Jan Rogers be elected as Vice-Chairman by acclamation, and Ms. Rachel Ellender be elected as Secretary/Treasurer by acclamation.”

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

G. COMMUNICATIONS: None.

H. OLD BUSINESS:

Mr. Faulk moved, seconded by Mr. Soudelier: “THAT the 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. Faulk. THERE WAS RECORDED: YEAS: Mr. Faulk, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE MOTION ADOPTED.

1. The Chairman called to order the Public Hearing for an application by Joann Kaack requesting approval for Process D, Minor Subdivision, for the Revised Parcel 3-A and Lot 55, A Redivision of Parcel 3-A belonging to Four Geaux Louisiana, LLC.

a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He stated the camp owner wished to purchase the property under his camp and was requesting a variance due to the small lot size which the Department of Health had also approved.

b) There was no one from the public 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. Faulk, Rev. Gray, Mr. Rogers, Mr. Smith, & Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval of the variance and subdivision.

e) Mr. Rogers moved, seconded by Rev. Gray: “THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for the Revised Parcel 3-A and Lot 55, A Redivision of Parcel 3-A belonging to Four Geaux Louisiana, LLC with a variance from the minimum lot size requirement of 60’ frontage and 12,000 square footage for Lot 55.”

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

I. APPLICATIONS / NEW BUSINESS:

1. The Chairman called to order the Public Hearing for an application by Aswell P. & Marie Domangue requesting approval for Process D, Minor Subdivision, for Lots 7-A & 7-B, Redivision of Lot 7 of Aragon Estates Subdivision, Addendum No. 2, belonging to Aswell P. Domangue, et ux.

a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He stated the owner wished to divide the property for his two daughters, and that there was a Department of Health issue to be resolved.

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

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

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend conditional approval provided upon municipal addresses being depicted on the plat and the submittal of all utility service availability letters including LA Department of Health.
- e) Mr. Faulk moved, seconded by Mr. Rogers: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Lots 7-A & 7-B, Redivision of Lot 7 of Aragon Estates Subdivision, Addendum No. 2, belonging to Aswell P. Domangue, et ux conditioned upon municipal addresses being depicted on the plat and the submittal of all utility service availability letters including LA Department of Health."

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

- 2. The Chairman called to order the Public Hearing for an application by Auto Spa Properties, LLC requesting approval for Process D, Minor Subdivision, for Tracts D-2-A & D-2-B, A Redivision of Parcel "D-2," Property belonging to Auto Spa Properties, LLC.

- a) Mr. Ken Rembert, Keneth L. Rembert Land Surveyors, discussed the location and division of property. He requested conditional approval provided upon an approval letter from the Department of Health.
- b) There was no one from the public to speak on the matter.
- c) Rev. Gray moved, seconded by Mr. Rogers: "THAT the Public Hearing be closed."

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

- d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend conditional approval provided upon the submittal of all utility service availability letters including LA Department of Health.
- e) Mr. Soudelier moved, seconded by Rev. Gray: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for Tracts D-2-A & D-2-B, A Redivision of Parcel "D-2," Property belonging to Auto Spa Properties, LLC conditioned upon the submittal of all utility service availability letters including LA Department of Health."

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

- 3. The Chairman called to order the Public Hearing for an application by Nancy Naquin requesting approval for Process D, Minor Subdivision, for the Redivision of Property belonging to Nancy Bergeron Naquin (Tracts "A" & "B").

- a) Ms. Alisa Champagne, Charles L. McDonald Land Surveyor, Inc., discussed the location and division of property. She stated the son planned to build a home on Tract B.
- b) There was no one from the public to speak on the matter.
- c) Mr. Rogers moved, seconded by Mr. Faulk: "THAT the Public Hearing be closed."

The Chairman called for a vote on the motion offered by Mr. Rogers. THERE WAS RECORDED: YEAS: Mr. Faulk, Rev. Gray, Mr. Rogers, Mr. Smith, &

Mr. Soudelier; NAYS: None; ABSTAINING: Mr. Liner; ABSENT: Mr. Burgard, Ms. Ellender, & Mr. Thibodeaux. THE CHAIRMAN DECLARED THE PUBLIC HEARING CLOSED.

- d) Mr. Pulaski discussed the Staff Report and stated Staff would recommend approval of the fire hydrant distance variance since it was within the 10% tolerance and conditional approval of the redivision provided upon the submittal of all utility service availability letters, municipal address for Tract B being depicted on the plat, the location and description of at least one permanent type benchmark be depicted on the plat, and the mobile home on Tract B be removed.
- e) Mr. Faulk moved, seconded by Mr. Rogers: "THAT the HTRPC grant approval of the application for Process D, Minor Subdivision, for the Redivision of Property belonging to Nancy Bergeron Naquin (Tracts "A" & "B") with a variance granted from the residential fire hydrant requirements for Tract A to be 267.4' in lieu of the required 250' (within 10% allowance) and conditioned upon the submittal of all utility service availability letters, municipal address for Tract B being depicted on the plat, the location and description of at least one permanent type benchmark be depicted on the plat, and the mobile home on Tract B be removed."

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

J. STAFF REPORT: None.

K. ADMINISTRATIVE APPROVAL(S):

Mr. Faulk moved, seconded by Mr. Rogers: "THAT the HTRPC acknowledge for the record the following Administrative Approvals 1-6."

1. Revised Tracts A-2-A & A-2-B, A Redivision of Revised Tract A-2-A & Tract A-2-B belonging to Perry J. Prestenbach, et al; Section 56, T16S-R17E, Terrebonne Parish, LA (*Bayou Gardens Boulevard Extension / Councilman John Amedée, District 4*)
2. Revised Lots 2 & 3, Block 2, Addendum No. 1 to Cadiere Park Heights, A Redivision of Property belonging to Ryan E. Hawthorne, et al; Section 4, T17S-R17E, Terrebonne Parish, LA (*203 & 207 Louis Drive / Councilwoman Jessica Domangue, District 5*)
3. Revised Tracts 1 & 2 and Revised Lot 9 of Block 33, Crescent Park Addition to the City of Houma, Property belonging to Boxer Rentals, LLC; Section 102, T17S-R17E, Terrebonne Parish, LA (*1221 & 1223 Baratavia Avenue and 1300 A, B, C Lafayette Street / Councilman Carl Harding, District 2*)
4. Redivision of Lots 3 & 4, Block 1 of Wildwood Heights Subdivision; Section 105, T17S-R17E, Terrebonne Parish, LA (*113 & 115 Jane Avenue / Councilman Dirk Guidry, District 8*)
5. Revised Lots 5 & 7, A Redivision of Lots 5, 6, & 7 of Block 2 of Edward Daigle Subdivision; Section 9, T16S-R17E, Terrebonne Parish, LA (*Fannie Street & West Main Street / Councilman Gerald Michel, District 3*)
6. Revised Tract 6 & Tract 6-D, A Redivision of Property belonging to Millicent B. Bourgeois, et al; Section 73, T16S-R15E and Section 82, T16S-R14E, Terrebonne Parish, LA (*5765 Bayou Black Drive / Councilman Carl Harding, District 2*)

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

L. COMMITTEE REPORT:

1. Subdivision Regulations Review Committee:
  - a) Mr. Pulaski stated he met with the consultants regarding the review and updates to the Subdivision Regulations and hoped to have a meeting in January in order to have something prepared to present to the Commission.

M. COMMISSION COMMENTS:

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

- a) The Chairman inquired about any updates regarding the Steering Committee for the Comprehensive Master Plan Update. Mr. Pulaski stated they have not picked a consultant as of yet.

N. PUBLIC COMMENTS: None.

- O. Mr. Rogers moved, seconded Mr. Soudelier: "THAT there being no further business to come before the HTRPC, the meeting be adjourned at 6:24 p.m."

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



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