

**MINUTES
PLANNING COMMISSION
CITY OF ZACHARY**

Monday, February 6, 2017

7:20 PM

Members Present: Mr. John Dry, , Mr. Hunter Landry, Mr. Thomas Scott, Mr. Earl Thornton, Mr. William Kline, Mr. Michael Freeman.

Members Absent: Mr. Robert Snowden

Also Present: Mrs. Amy Schulze-City Planner/ Code Compliance, Mr. John Hopewell-City Attorney, Mr. Ricky McDavid-City Assistant Attorney.

A regular meeting of the Zachary Planning and Zoning Commission was held February 6, 2017 at 7:20 pm in the City Hall. A quorum was present.

Commissioner Kline offered the invocation and led the Pledge of Allegiance.

Minutes of the previous meeting:

Commissioner Thornton motioned to approve the minutes of the January 9, 2017 meeting. The motion was seconded by Commissioner Landry and approved by roll call vote.

ACTION: Motion Approved Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstain

Presentation of Delegation - None

Announcements-

Mrs. Schulze reminded the Commission about their yearly ethics training renewal; as well as the special meeting to be held on February 13, 2017 and the UDC/MasterPlan workshop to be held on February 21, 2017.

Planning

a. **Old Business** –

1. Site Plan- Red Door Storage- addition
Owner: ESL, LLC
Applicant: Murray McCullough – Benchmark Group LLC
(Deferred from December 2016)

Mrs. Schulze did explain that this did have a variance approved at Council for the brick on the fences. Other variances approved were regarding the buffer yard to the North, the exterior of the buidlings and fencing. The zoning is CG.

A public hearing was opened at 7:28 pm.

**MINUTES
PLANNING COMMISSION
CITY OF ZACHARY**

Monday, February 6, 2017

7:20 PM

Murray McCullough , 11328 Pennywood Lane, Benchmark Group, was present to speak in favor of this item and to answer any questions.

Steve Leonard, 14149 Hwy 10, Clinton, was present to speak in favor of this item.

Discussions included the added turnaround for fire trucks between the last two buildings, matching the existing buildings, securing the entire property with fence, and climate controlled units, eventually being able to hold boats and campers.

With there being no opposition, the public hearing was closed at 7:34 pm.

The motion was made by Mr. Landry and seconded by Mr. Thornton to recommend approval of a Site Plan for Red Door Storage- Addition.

ACTION: Motion Approved Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstain

2. Resubdivision – Tract A-4-A-1-A-2 of the F.E. Bennett Tract into
3 lots (8601 Reserve Oak)
Owner/Applicant: Robert Keith Curtis Jr
(Deferred from December 2016)

Mrs. Schulze explained that this will now meet the requirements for the zoning (RS). This is family property and is being subdivided to accommodate single family dwellings.

A public hearing was opened at 7:40 pm.

Robert Curtis, Jr, property owner, was present to speak in favor of this item and answer any questions.

He expressed the main purpose of the subdivision is to keep the land in the family and with the rezoning- be able to put it into three lots. Currently there are structures on the property/properties. 1 is not livable and is being removed, 1 is still livable, a smaller building is to be torn down, and a large shop. The existing livable manufactured home will stay until it is replaced.

**MINUTES
PLANNING COMMISSION
CITY OF ZACHARY**

Monday, February 6, 2017

7:20 PM

Jonathan Curtis, 15403 Country Road, was present and in favor of this item. Mr. Jonathan Curtis is the brother of Robert Curtis Jr and will reside on one of the lots after subdivision.

Discussions were had about two residences on one lot, street frontage requirements not an issue as long as there is a right of way, and local street vs collector street. This subdivision will alleviate the issue of two residences on one lot.

There was no one in opposition.

The public hearing was closed at 7:45 pm.

The motion was made by Mr. Freeman and seconded by Mr. Landry to recommend approval of a resubdivision of Tract A-4-A-1-A-2 of the F. E. Bennett Tract into 3 lots (8601 Reserve Oak).

ACTION: Motion Approved Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstain

3. Site Plan- Jett's Enterprises – Hwy 964 at Hwy 64
Owner/Applicant : Ronald Jett
(Deferred from January 2017)

Amy Schulze was present to speak on this item. She explained that this item was deferred from January pending some technical clean up, such as zoning.

A public hearing was opened at 7:50 pm.

Mr. Craig Corie of Monroe & Corie, 11325 Pennywood, Baton Rouge was present to speak in favor of the project and answer any questions.

Mr. Corie explained that there were two driveways planned but DOTD did not approve both entrances. There is a variance for the bufferyard, approved by the Council. There were no issues for the fire department.

Mr. Joseph Richard- architect- was present to answer questions as well.

**MINUTES
PLANNING COMMISSION
CITY OF ZACHARY**

Monday, February 6, 2017

7:20 PM

Items discussed included re-doing the existing parking lot, matching facades of existing buildings, renovating the older building/suites, additional landscaping and the existing lot K-3 being CS.

Mr. Freeman expressed that he had a meeting and everything has been addressed in advance.

There was no opposition.

The public hearing was closed at 7:56 pm.

The motion was made by Mr.Kline and seconded by Mr. Thornton to recommend the approval of the Site Plan for Jett's Enterprises – Hwy 964 at Hwy 64,

ACTION: Motion Approved Vote: 6 Yeas, 1 Nays, 0 Absent, 0 Abstain

b. **New Business** –

1. **Resubdivision-** Tracts C-1-A, C-3-A, C-4 and C-5 of Americana Phase 1 and 1A into 6 lots
Owner: Americana Development Company LLC
Applicant: Stantec- Owner's Engineers

Mrs. Schulze explained that this is the piece adjacent to Walk Ons. There is a proposed public road that currently stops. It is commercially a UC zoning within a TND for sale to proposed occupants.

A public hearing was opened at 8:02 pm.

Mr. Matt Estopinal, 500 Main Street, Baton Rouge- Stantec Engineers, was present to speak in favor of and to answer any questions. Mr. Estopinal stated that this was consistent with the pattern book.

There was no opposition.

**MINUTES
PLANNING COMMISSION
CITY OF ZACHARY**

Monday, February 6, 2017

7:20 PM

The public hearing was closed at 8:06 pm.

The motion was made by Mr.Thornton and seconded by Mr. Landry to recommend the approval of the resubdivision of Tracts C-1-A, C-3-A, C-4 and C-5 of Americana Phase 1 and 1A into 6 lots

ACTION: Motion Approved Vote: 6 Yeas, 1 Nays, 0 Absent, 0 Abstain

2. Resubdivision- Tract X-1-G of the C & M Properties into
4 tracts.

Owner/Applicant: Wayne Kramer

Mrs. Schulze explained that this is the piece at the end of Munson. There is a variance for Table 2.301A regarding lot width going before the Council on February 28, 2017. The required lot width required for RE zoning is 200 feet, however, Mr. Kramer has two of the four proposed lots that are 150 feet. They will need to clarify the 60 ft right of way on the final.

A public hearing was opened at 8:12 pm.

Mr. Wayne Kramer, 2010 Munson Drive, was present to speak in favor of this item. He's planning to move out of state and splitting this into smaller pieces would make it easier to sell. When he had this drawn up, he understood the minimum lot width to be 150. The piece with the house and barn is the largest.

Mike Hamilton, 1960 Munson Drive, was present to speak against this item. Mr. Hamilton stated that the traffic would increase and will affect drainage in area.

Eugene Lester, 1801 Munson Drive, was present to speak against this item. Mr. Lester stated concerns about water and drainage.

The public hearing was closed at 8:33 pm.

The motion was made by Mr. Freeman and seconded by Mr. Landry to recommend approval of the resubdivision of Tract X-1-G of the C & M Properties into 4 tracts.

ACTION: Motion Approved Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstain

**MINUTES
PLANNING COMMISSION
CITY OF ZACHARY**

Monday, February 6, 2017

7:20 PM

3. **Resubdivision-** The remainder of Tract 1, Tract K-2, and Lot K-8 of the W. C. Kilroy Property into Tract 1-A, Lot K-2-A, Lot K-9 and K-10.

Owner(s)/Applicant(s): Diane K. Westmoreland & Traci Reynolds

Mrs. Schulze explained that this is family property. It meets the minimum lot width for the zoning; lots K-9 and K-10 are consistent with other lots in the area and will probably need a variance for lot frontage – table 2.301A in the future.

A public hearing was opened at 8:55 pm.

Mrs. Diane Westmoreland, 7158 Pride Port Hudson, was present to speak in favor of this item. This was resubbed in 2010 prior to the UDC.

There was no opposition.

The public hearing was closed at 8:58 pm.

The motion was made by Mr. Thornton and seconded by Mr. Kline to approve a resubdivision of the remainder of Tract 1, Tract K-2, and Lot K-8 of the W. C. Kilroy Property into Tract 1-A, Lot K-2-A, Lot K-9 and K-10.

ACTION: Motion Approved Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstain

4. **Zone of Influence-** Cheval Trails

Mrs. Schulze explained that this is being sent to us from Baton Rouge Metro Council.

There was no public hearing for this item.

Discussions were had regarding infrastructure, traffic impact and services.

The motion was made by Mr. Kline and seconded by Mr. Landry send this item to Council with an unfavorable recommendation.

ACTION: Motion Approved Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstain

**MINUTES
PLANNING COMMISSION
CITY OF ZACHARY**

Monday, February 6, 2017

7:20 PM

5. Site Plan- Old Scenic Business Park-
proposed Retail/Coffee Shop
Owner: Kenneth Jones
Applicant: Old Scenic Holding LLC

Mrs. Schulze explained that this is an existing previously approved for building for office park space. Originally there was a proposed 5000 square foot building, they are staying within the 30k sq ft in this office park. Landscaping was not required when this came through but they are adding more.

The public hearing was opened at 9:12 pm.

Mr. Kenneth Jones, 6819 Hwy 61, St. Francisville, was present to speak in favor of this item. There is a cap of 30K sq ft for this space. This retail will enhance this side of town.

This will principally be a drive through around the back of the property to accommodate a line with entrance and exit designated to avoid issues; lighting in the area to be addressed.

There being no opposition, the public hearing was closed at 9:26 pm.

The motion was made by Mr. Dry and seconded by Mr. Thornton to approve the site plan for Old Scenic Business Park- Proposed retail/coffee shop

ACTION: Motion Approved Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstain

6. Site Plan- Molly Myers Dance Academy
Owner/Applicant: Brian and Molly Sartin

Mrs. Schulze explained that this is zoned CS, will have architectural shingles, brick, windows on rear of building.

A public hearing was opened at 9:32 pm.

Mr. Brian Sartin, 1444 Buffalo Hollow, Zachary, was present to speak in favor of this item and answer any questions.

His wife, Molly, currently rents and wanted a permanent, long term location. This will have a Right in/Right Out drive, DOTD approved driveway.

This will have a buffer yard in rear of 25 feet plus a 6 foot wooden fence.

**MINUTES
PLANNING COMMISSION
CITY OF ZACHARY**

Monday, February 6, 2017

7:20 PM

Margaret Amacker, 1430 Lakewood Drive, was present to speak against this item. Her main concerns were that the property holds water, 300 noisy students in the evenings, higher traffic, and would like an 8 ft fence rather than 6 foot. She is worried about them bringing dirt in and pushing water onto her property.

Discussions were had regarding drainage plan and increased canal capacity, the parents don't stay, the drop off is 60 ft from road, class sizes are 15 kids per class and not every kid enrolled will be there every day, closed on Fridays.

The public hearing was closed at 944 pm

The motion was made by Mr. Kline and seconded by Mr. Scott to approve the site plan Molly Myers Dance Academy

ACTION: Motion Approved Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstain

Captain D's – Modification

Mrs. Schulze explained that based on the DOTD permit, they had to come 5 feet off the right of way line for turning radius. They lost 1 parking space and have reduced the detention pond slightly.

Election of Officers-

The Commission had brief discussions regarding officers and opted to maintain the current Officers. Chairman: William Kline, Vice Chair: Earl Thornton, Secretary: Robert Snowden.

Report of the Chairman - None

Report of the City Planner-

Mrs. Schulze reminded the commission of the Special Meeting on February 13, 2017 at 6:30 pm. She also reminded them of the workshop for the UDC and Masterplan on February 21, 2017 at 6 pm.

**MINUTES
PLANNING COMMISSION
CITY OF ZACHARY**

Monday, February 6, 2017

7:20 PM

.

With nothing further to discuss, Commissioner Thornton motioned to adjourn the meeting. The motion was seconded by Commissioner Dry and was approved by roll call vote.

ACTION: Motion Approved Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstain

Tallie Langston, Recording Secretary

Approved by: _____
Mr. William Kline - Chairman