

**MINUTES  
PLANNING COMMISSION  
CITY OF ZACHARY**

**Monday, November 7, 2016**

**6:30 PM**

Members Present: Mr. Michael Freeman, Mr. John Dry, Mr. Robert Snowden, Mr. Hunter Landry, Mr. Thomas Scott, and Mr. Billy Kline.

Members Absent: Mr. Earl Thornton

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 November 7, 2016 at 6:30 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 Landry motioned to approve the minutes of the October 3, 2016 meeting and approve them with revisions showing the motion of approval and vote for Planning item b-1 under New Business- Site Plan- Captain D's. The motion was seconded by Commissioner Dry and approved by roll call vote.

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

**Presentation of Delegation**

Mrs. Schulze announced that Tallie Langston is now full time in the Planning and Zoning office and is the new Planning and Zoning Recording Secretary.

**Announcements-**

Mr. Kline announced that Ms. Langston is now full time in the Planning and Zoning office and is the new Planning and Zoning Recording Secretary.

**Planning**

- a. **Old Business** – None
- b. **New Business-**
  - 1. **Resubdivision-** Preliminary Plat- Americana Phase 4 D

Amy Schulze was present to speak on this item. She explained that this is the preliminary plat.. The original has been revised- changed lot numbers as per the Technical Review. The Phase 1 and 1-A, 1<sup>st</sup> and 2<sup>nd</sup> filing included this tract as part of the preliminary plat.

There was much discussion regarding this plat being consistent with the pattern book; it was determined that it is consistent.

**MINUTES  
PLANNING COMMISSION  
CITY OF ZACHARY**

**Monday, November 7, 2016**

**6:30 PM**

Commissioner Kline declared the PUBLIC HEARING to be opened at 6:40 p.m.

Matt Estopinal, 2073 Cloverdale Avenue, Baton Rouge with Stantec was present to speak in favor of the preliminary plat. Mr. Estopinal stated this started out as a multi-family but has been revised proposing an alley system and lots, 1-27 single family dwelling and 4-D-R as a commercial piece. He concurred that this is consistent with the Master Plan and Pattern Book previously submitted by the Americana Development.

Commissioner Freeman had a question about sidewalks. Mrs. Schulze, as well as Mr. Estopinal, stated the comment came up in Technical Review and will be adjusted before council concerning sidewalks on both sides.

There was discussion regarding ditches and drainage. Mr. Estopinal and Mrs. Schulze agree this is being built to industry standards and in accordance with the UDC

Commissioner Freeman stated he has issues voting on anything Americana without seeing the pattern book and drainage studies. It was explained that these items are available in the planning and zoning office for review.

There was some discussion on Technical Review comments(general).

There being no one to speak against the preliminary plat. Commissioner Kline declared the PUBLIC HEARING to be closed at 7:07 p.m.

The motion was made by Commissioner Kline to approve the Resubdivision- Preliminary Plat of Americana Phase 4-D. The motion was seconded by Commissioner Snowden.

**ACTION: Motion Approved Vote: 5 Yeas, 1 Nays, 1 Absent, 0 Abstain**

**2. Proposed Planning 2017 meeting dates**

Mr. Kline suggested deferring this item, along with election of officers to the Zoning Agenda.

All present agreed.

**3. Election of Officers**

Deferred, with meeting dates, to Zoning Agenda.

**Report of the Chairman**

Commissioner Kline reminded the board that he will be out in December.

**Report of the City Planner-**

Mrs. Schulze brought a Zone of Influence item up for review (no vote)- Cheval Trails.

**MINUTES  
PLANNING COMMISSION  
CITY OF ZACHARY**

**Monday, November 7, 2016**

**6:30 PM**

Mrs. Schulze and Mr. Hopewell presented. The Metro Council sent this development to us. It is listed as a PUD. We have nothing that would come close to this type of development. It is a mixed use development. The closest might be a TND. The retail would have to conform to our commercial.

The discussion and views were that this was too dense of a residential development, it would pose a burden on our infrastructure, specifically water and gas, it would pose a burden on our schools, as well as traffic in that area.

The question of annexation was discussed, Mr. Hopewell said that an offer of annexation had been made and was denied. There was a resolution in 2012 that stated the Council has jurisdiction directly affecting zones of influence. Planning and Zoning has jurisdiction within the Zachary City limits,

Mr. Hopewell will draft a letter of non-recommendation from Planning and Zoning to Council and/or Metro Council.

**Adjournment**

With nothing further to discuss, Commissioner Kline motioned to adjourn the meeting. The motion was seconded by Commissioner Landry 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. Klein, Chairman