

**For the Meeting of Mayor and Council  
City of Zachary, LA  
Council Chambers, 4700 Main Street  
Tuesday, January 14, 2025, 6:30 P.M.**

- A. CALL TO ORDER**
- B. INVOCATION AND PLEDGE OF ALLEGIANCE**
- C. OPENING PROCEDURES**
  - 1. ROLL CALL
  - 2. READING OF CITY POLICY RELATIVE TO OPEN MEETINGS
  - 3. CHANGES/ADDITIONS TO AGENDA
- D. READING OF THE MINUTES**
  - 1. Approval of Minutes of December 10, 2024, regular meeting, and December 17, 2024, regular meeting and approve them as written. (Mayor McDavid)
- E. HONORS, RECOGNITIONS, AND INTRODUCTIONS**
- F. CONTRACT ITEMS/CONTRACTS OR ITEMS RELATING TO PROJECTS**
  - 1. Street/Road Projects**
    - a. Pay Request #2 – 2024 Road Rehabilitation and Improvements Program (Mayor McDavid)
  - 2. Sewer**
  - 3. Subdivision Inspections**
  - 4. Water and Gas Projects**
  - 5. Other Projects**
- G. PRESENTATION OF DELEGATIONS**
  - 1. Requests to Speak**
  - 2. Hardship Waivers**
  - 3. Other Variances**
    - a. Waiver Request – Jeff Cornelius – 7047 Lower Zachary Road – To live in a mobile home on the property until the construction of a new home is completed (Scott Masterson)
    - b. Waiver Request – Kate Mills Irby – 23164 Brian Road – To add water to install a toilet and sink in a work barn on the property (Scott Masterson)
  - 4. Exceptions to Regulations**

**H. ACTION MANDATED BY HOME RULE CHARTER**

1. Election of Mayor Pro Tempore (John Hopewell)

**I. PLANNING & ZONING MATTERS**

1. **Receive Minutes of the Regular meeting of January 06, 2025, of the Planning Commission and the Minutes of the Regular meeting of January 06, 2025, of the Zoning Commission.**

2. **Planning Matters REQUIRING a Public Hearing**

- a. **CUPMV-1-25 (3845 Highway 19)** — Proposed mobile vendor for WV MVP LLC, on property located at 3845 Highway 19, Zachary, LA 70791 (Bryant Dixon)
- b. **SIGN WAIVER — RENAISSANCE DERMATOLOGY & AESTHETICS (20474 Old Scenic Highway)** — Proposing a 48 square foot sign, where the maximum square footage is 45 square feet (Bryant Dixon)

3. **Planning Matters NOT requiring a Public Meeting**

4. **Zoning Matters REQUIRING a Public Hearing**

5. **Zoning Matters NOT Requiring Public Hearing**

- a. **ZOI — 55077-SS E.M. Treakle of Holloway Plantation** — Proposed resubdivision of Remainder Tract A-1 into Tracts A-1-A & A-1-B of the E.M. Treakle Subdivision of Holloway Plantation, on property located at 287 Sandy Springs Lane, Jackson, LA 70748 (Bryant Dixon)
- b. **ZOI — 55050-EOP Pecan Haven** — Proposed exchange of property of Lots 2 & 3 into Lots 2-A & 3-A of the Pecan Haven Estates, on property located at 411 Port Hudson-Plains Road, Zachary, LA 70791 (Bryant Dixon)
- c. **ZOI — SS-1-25** — Proposed exchange of property of A Certain 2.065 acres, 1.29 acres, 1.68 acres, & 27.985 acres into Lots L-1, L-2, L-3 & L-4 of the Charles P. Woodside Tract aka George Lormand Property, on property located at 20906 Samuels Road, Zachary, LA 70791 (Bryant Dixon)

6. **Other Matters**

- a. Discussion of Construction Standard Analysis (Bryant Dixon)

- b. Discussion and approval of appointments to fill expired terms of the Planning and Zoning Commission (John Hopewell)
- c. Receive the deadline and meeting calendar of the Planning and Zoning Commission (Bryant Dixon)

**J. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE**

- 1. Receive accounts payable for December 2024 and the natural gas bill when it is received (Mayor McDavid)

**K. BUDGET AND FINANCIAL MATTERS**

**L. OLD BUSINESS PENDING FOR FINAL ACTION**

**M. OLD BUSINESS PENDING**

**N. NEW BUSINESS**

- 1. **PUBLIC HEARING AND ADOPTION** of ORDINANCE 2024-16 AUTHORIZING THE CITY OF ZACHARY TO AMEND TABLE 2.303 OF THE UNIFIED DEVELOPMENT CODE FOR THE CITY OF ZACHARY IN FURTHERANCE OF THE RECOMMENDATIONS OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF ZACHARY (Councilwoman Westmoreland)(Tabled until the January 28, 2024, meeting)
- 2. **PUBLIC HEARING AND ADOPTION** of Ordinance 2024-17 AN ORDINANCE TO ADOPT AN IMMEDIATE MORATORIUM PROHIBITING THE CONSIDERATION OR SUBMITTAL OF ANY NEW APPLICATIONS FOR RESIDENTIAL SINGLE-FAMILY DEVELOPMENTS CREATING MORE THAN FIVE (5) LOTS AND OF ANY RESIDENTIAL OR COMMERCIAL -ZONED SINGLE-FAMILY, DETACHED MULTIFAMILY, SINGLE-FAMILY ATTACHED, OR SINGLE-FAMILY CLUSTER DEVELOPMENTS EXCLUDING PUD AND TND SPECIAL OVERLAY DISTRICTS IN THE CITY OF FOR A PERIOD OF TWELVE MONTHS (12) OR THE ADOPTION OF A CITY OF ZACHARY MASTER PLAN, CLARIFICATION OF ZONING DISTRICTS RESIDENTIAL ESTATE (RE) AND RESIDENTIAL RURAL (RR) AND FURTHER EXAMINATION WITH COMPARATIVE ANALYSIS OF CONSTRUCTION DEVELOPMENT STANDARDS (WHICHEVER COMES FIRST)(Tabled until the January 28, 2025 meeting) (Councilwoman Westmoreland)
- 3. **PUBLIC HEARING AND ADOPTION** of Ordinance 2024-18 ORDINANCE AUTHORIZING THE CITY OF ZACHARY TO AMEND §§ 70-40 AND 70-41 OF THE CODE OF ORDINANCES FOR THE CITY OF ZACHARY CALLING FOR THE REQUIREMENT

OF PERMIT ISSUANCE AND EMERGENCY PLANS SUBMISSION PRIOR TO ANY EXCAVATION, GROUND DISTURBING, BORING OR GROUND BREAKING ACTIVITIES WITHIN THE JURISDICTION OF THE CITY OF ZACHARY AND FOR ALL ACTIONS IN FURTHERENCE THEREOF (John Hopewell)

4. **INTRODUCTION OF ORDINANCE 2025-01** ORDINANCE PERTAINING TO THE DECLARATION OF INTENT BY THE CITY OF ZACHARY TO HAVE CERTAIN MOVABLE PROPERTY DECLARED TO BE SURPLUS AND ALLOWING FOR THE DISPOSAL, DONATION OR ABANDONMENT IN PLACE (John Hopewell)
5. **INTRODUCTION OF ORDINANCE 2025-02** ORDINANCE TO ALLOW FOR AMENDMENTS TO THE HOME RULE CHARTER FOR THE CITY OF ZACHARY, CALLING FOR ITS PUBLICATION AND FOR THE MANDATORY ELECTION TO ADOPT OR REJECT SAID AMENDED AND PROPOSED CHARTER PURSUANT TO AND UNDER THE PROVISIONS OF LSA-R.S.18:402, AND ALL IN ACCORDANCE WITH LSA-R.S. 33:1395 ET SEQ. AND TO PROVIDE FOR OTHER MATTERS IN CONNECTION THEREWITH (John Hopewell)
6. Receive the minutes of the Home Rule Charter Commission for the January 09, 2025, meeting (John Hopewell)
7. Discussion of elected officials salaries (Chief Darryl Lawrence)
8. Approval of renewal of Special Counsel Contract by and between the Zachary Police Department and Henry Olinde for 2025 with updated rates using 2024 Louisiana Attorney General Rate Schedule (Darryl Lawrence)

**O. CONDEMNED BUILDINGS - PUBLIC HEARINGS OR OTHER ACTION REGARDING BUILDINGS BEING CONSIDERED FOR CONDEMNATION**

1. Discussion and approval of the Condemnation Board appointments (John Hopewell)

**P. REPORTS FROM DEPARTMENT HEADS**

1. Receive the Monthly Building Report for December 2024 (Scott Masterson)

**Q. DISCUSSION OF BUSINESS NOT ON AGENDA  
(No Action May Be Taken Unless Declared an Emergency)**

**R. ADJOURNMENT**

**Dana LeJeune, LMMC  
Clerk of City Council  
CITY OF ZACHARY  
PARISH OF EAST BATON ROUGE  
STATE OF LOUISIANA**