

The below minutes are taken from the meeting to represent items addressed and actions taken by this board. All meetings are recorded with video and audio for our records. In the event these minutes are ever in question or controversy, the audio/video archive shall be used to determine the actual item or action taken by individuals present at this meeting.

**MINUTES
PLANNING COMMISSION
February 16, 2022**

The Planning Commission of the Parish of Ascension held a Public Meeting on Wednesday, February 16, 2022 at 6:00 p.m. at the Ascension Parish Courthouse, 607 East Worthey Street, Council Chambers – 1st Floor, Gonzales, Louisiana in a regular session convened.

I. Meeting was Called to Order

Meeting was called to order by Vice-Chairman Julio Dumas.

II. Roll Call of Members

The following members were present:

Wade Schexnaydre, Ken Firmin, Julio Dumas, Todd Varnado, Aaron Chaisson

The following members were absent:

None

III. Pledge of Allegiance

IV. Introduction of Staff

Stacie Webb – Recording Secretary

Spencer Long – Legal Counsel

Jerome Fournier – Director, Planning and Development

Eric Poche – Sr., Planner, Planning and Development

Lance Brock – Zoning Official

Ricky Compton- Director of Planning and Facility Management

Shaun Sherrow – Engineering Review Agent

V. Chairman's Comments

Vice Chairman Dumas explained the steps on how the meeting would take place when it came to item #10 on the agenda.

VI. Public Comment on any Agenda Item

No Comments.

VII. Staff Report

a. Subdivision Status – February 2022

Mr. Eric Poche presented and explained the attached report on subdivisions.
(ATTACHMENT A)

VIII. Engineering Staff Report

No report.

IX. Minutes

a. Approval or Denial of the Minutes of the January 12, 2022 Planning Commission Meeting

Commission Action: Moved by Mr. Aaron Chaisson, seconded by Mr. Wade Schexnaydre and unanimously adopted, to approve the January 12, 2022 Planning Commission minutes as presented.

X. Ordinance – Public Hearing to Recommend Approval or Denial to the Parish Council Amendments to the Ascension Parish Unified Land Development Code:

a. Modifications to the Ascension Parish Unified Land Development Code Appendix IV- Subdivision Regulations, Sections:

The Parish's consultant, Mr. Tareq Wafaie with Kendig Keast, gave a brief presentation on the Ascension Parish Interim ULDC Updates-Batch 1, via Zoom. He stated he would not go into detail until the Commission got to a particular section being proposed for amendment.

(SEE ATTACHMENT B for presentation)

Public hearing was opened.

The following spoke:

1 – Scott Kirkpatrick with the Home Builders Assoc. – had some concerns with the following sections:

17-4032.B Access and connectivity.

C(3) – concerned with the thresholds that have been set

C(4) – concerned with the gated access not being counted toward minimum access and connection requirements

17-4060. Traffic Impact Analysis (TIA) [Replaces ATTACHMENT A-TIA Policy]

Thinks as some of the homebuilders and developers went through the proposed sections, they felt they need more help making sure the expectations are clarified, as the language is not as clear as they would have hoped. Mr. Kirkpatrick said perhaps meeting with staff again would be helpful.

Public hearing was closed.

1. 17-2082-B.Fence requirements. [New Section]. (SEE ATTACHMENT C)

Mr. Wade Schexnaydre asked what was envisioned for this requirement to be enforced.

Mr. Eric Poche explained that currently, subdivision inspectors are going out to inspect. He also stated there are several subdivisions in the last year or so

where they have added notation to the map to prohibit fences in the servitude. Mr. Poche said this was discussed through the planning process. He expressed the inspectors regularly go into subdivisions and let them know they cannot put a fence in the servitude, it is prohibited. He said the biggest problem will be individual lots, as we usually rely on public policing for those.

Mr. Todd Varnado suggested in D(1) maybe outline to show the difference between the requirements in subdivisions and in individual lots of property. He does not feel 4 feet in height gives the necessary amount of privacy that might be needed for individual lots.

It was suggested to make note regarding closure around swimming pools.

Commission Action: A motion was made by Mr. Todd Varnado to amend **Section 17-2082-B.Fence requirements [New Section]** to eliminate **D Height**, in its entirety. Motion died for lack of a second.

Substitute motion was made by Mr. Aaron Chaisson, seconded by Mr. Todd Varnado and unanimously adopted, to amend **Section 17-2082-B.Fence requirements [New Section]** to eliminate **D(1)(2)(3)and(4) Height**.

2. 17-405. Preliminary Plat Procedure. (SEE ATTACHMENT D)

Mr. Julio Dumas express some concern regarding L(5) and (6), stating they are a bit undefined, too broad.

Mr. Wade Schexnayder made a suggestion regarding F(4)(a) expressing the need for more structure as subdivisions scale up in size.

Commission Action: A motion was made by Mr. Aaron Chaisson, to amend **F(4)(a)** by deleting the period after plat and inserting the verbiage “up to fifteen (15) lots.” **Motion died for the lack of a second.**

Commission Action: Moved by Mr. Aaron Chaisson, seconded by Mr. Ken Firmin and unanimously adopted, to amend **Section 17-405. Preliminary Plat Procedure** as presented.

3. 17-4021. Large Scale Development. (SEE ATTACHMENT E)

Mr. Tareq Wafaie stated there is a correction that needed to be made in **B**. He said to revise the statement to read, “Unless excepted in this paragraph, the standards...” This was since they added paragraph A.

Commission Action: Moved by Mr. Aaron Chaisson, seconded by Mr. Wade Schexnaydre and unanimously adopted, to amend **Section 17-4021.Large Scale Development. B** by adding the verbiage “**this paragraph**” and it read, ““Unless excepted in **this paragraph** the standards...”.

4. 17-4032. Street requirements. (SEE ATTACHMENT F)

Mr. Julio Dumas wanted clarity on A(2).“parent tract”. Mr. Poche questioned, “how do you define the parent tract”. Mr. Dumas stated it was the original parcel of land. It was then said that you have to define a starting date.

Mr. Ricky Compton stated in 2015 the Family Partition Regulations were amended and a parent tract date was set as January 1, 2015. He said he would suggest using that date since it is already established in the subdivision code.

The Commission agreed that the consultant take this suggestion back and add the date of January 1, 2015, since already establish for parent tract, and placed it in the definitions part of that particular section of the code.

Mr. Wade Schexnadre questioned the reasoning behind changing from 18ft to 20ft minimum road width requirement.

Mr. Jerome Fournier expressed it was mainly a safety issue. He displayed a map showing all the roads in the parish that were under 20ft in width.

(SEE ATTACHMENT G)

Councilman Chase Melancon came before the Commissioners and presented some photos of a fire truck and a school bus side by side on both an 18ft width and a 20ft width road to show the comparison between the two. On the 18ft road, the mirrors of the two vehicles overlap, while on the 20ft road they do not.

Commission Action: Moved by Mr. Ken Firmin, seconded by Mr. Wade Schexnaydre and unanimously adopted, to amend **Section 17-4032. Street requirements** as presented.

5. 17-4032.B. Access and connectivity. [New Section]. (SEE ATTACHMENT H)

Commission Action: Moved by Mr. Aaron Chaisson, seconded by Mr. Wade Schexnaydre and unanimously adopted, to amend **Section 17-4032.B. Access and connectivity. [New Section] C(5)Access and Connectivity standards.** by adding the word “**only**” and it read, “The Planning Commission may **only** modify the standards....”

6. 17-4037. Servitudes: (Utilities and drainage) requirements. (SEE ATTACHMENT I)

Commission Action: Moved by Mr. Aaron Chaisson, seconded by Mr. Wade Schexnaydre and unanimously adopted, to amend **Section 17-4037. Servitudes: (Utilities and drainage) requirements** as presented.

7. 17-4039. Block requirements. (SEE ATTACHMENT J)

Commission Action: Moved by Mr. Wade Schexnaydre, seconded by Mr. Aaron Chaisson and unanimously adopted, to amend **Section 17-4039. Block requirements** as presented.

AT THIS TIME (8:06 P.M) THERE WAS A BRIEF 5-MINUTE RECESS/BREAK).

8. 17-4060. Traffic Impact Analysis (TIA) [Replaces ATTACHMENT A – TIA POLICY]. (SEE ATTACHMENT K)

Vice Chairman Dumas asked Mr. Sherrow if he could highlight the similarities between what is being proposed for amendment compared to what is being replaced.

Mr. Sherrow gave a brief summary. He said the original Traffic Impact Analysis would essentially stay the same with a few changes. One of the bigger changes would be it changing from a policy to an ordinance. The other big change, even though it would be pretty much the same criteria, the proposed change would be who submits the TIA. It would be by the Parish's hired contractor, not the applicant's engineer. He said in the past when drops in level of service at an intersection was talked about, there was question as to being, was it "per leg" or "overall". The proposed amendment clarifies the intent, and that is "overall and each leg". He also mentioned the reduction of threshold types from three to two.

Mr. Aaron Chaisson suggested amending D(3)(d) by adding "Labor Day, Exam weeks and *on any day in which a school has an early release day. Counts shall not be conducted during a declared state of emergency.*"

There was a lengthy discussion regarding how subdivisions should be "filed", as phases or filings and when or if a new TIA should be triggered.

Commission Action: Moved by Mr. Aaron Chaisson, seconded by Mr. Ken Firmin and unanimously adopted, to amend **Section 17-4060. Traffic Impact Analysis (TIA) [Replaces ATTACHMENT A – TIA POLICY]. D(3)(d)** by adding "Labor Day, Exam weeks and *on any day in which a school has an early release day. Counts shall not be conducted during a declared state of emergency.*"

Commission Action: Moved by Mr. Aaron Chaisson, seconded by Mr. Todd Varnado, to amend **Section 17-4060. Traffic Impact Analysis (TIA) [Replaces ATTACHMENT A – TIA POLICY]. G(2)** by changing the word "may" be denied to "shall" be denied. **Motion failed by the following roll call vote:**

YEAS: Aaron Chaisson, Todd Varnado

NAYS: Wade Schexnaydre, Ken Firmin, Julio Dumas

ABSENT: None

(2) Yeas; (3) Nays; (0) Absent and Motion FAILED.

Commission Action: Moved by Mr. Ken Firmin, seconded by Mr. Wade Schexnaydre and unanimously adopted, to recommend approval to the Parish Council *Section 17-4060. Traffic Impact Analysis (TIA) [Replaces ATTACHMENT A – TIA POLICY]* as amended.

Mr. Jerome Fournier announced there would be three public meetings held to discuss the proposed changes to the Ascension Parish Unified Land Development Code (ULDC) at the following locations and dates, all at 6:00 p.m.:

March 14, Oak Grove Community Center
March 15, Ascension Parish Governmental Complex, Conference Rm
March 16, Donaldsonville Courthouse

Mr. Aaron Chaisson announced this would be his last meeting as a Commissioner. He thanked Staff and his fellow Commissioners for working with him over the last (6) years.

XI. Adjourn

A motion was made by Mr. Wade Schexnaydre, meeting was adjourned at 8:58 p.m.

Julio Dumas, Vice-Chairman

ATTACHMENT A

<i>February, 2022</i> Subdivision Name	Location	Number of Lots	Prelim. Plat Approved	CD Submitted	CDs Approved	Current Status	PP Conditions	Engineer	Developer	Subject to I.D.D.
Belle Maison	William Ficklin Rd., approx. 900' east of Braud Rd.	54	5/14/2014	2/19/2015	12/15/2015	Pre-Con meeting held 7/26/2017	No Conditions	Quality Engineering& Surveying	KD Development Group	Yes
Belle Savanne-Ph. 3	LA Hwy 73 just north of Dutchtown High	96	12/9/2015 11/18/2020	7/10/2020	4/22/2021	In Construction	No Conditions	Quality Engineering& Surveying	Engquist-Level Development, LLC	Yes
Black Bayou Estates	Black Bayou Rd. between Lobell Ln. & Hilbert Young Rd.	20	1/11/2017	Revised CDs 8/20/2021	10/13/2021	Pre-Con meeting held 11/02/2021	No Conditions	Quality Engineering& Surveying	BSC Industries, LLC	Yes
Christy Place	LA Hwy. 929 between Daigle and Aikens Road	48	5/9/2018	5/6/2019	10/16/2019	In Construction	No Conditions	Quality Engineering& Surveying	American Homeland, LLC	Yes
Clare Court	Cornerview between Oak Run Dr. & Dutchtown Meadows Way	37	1/13/2021	3/21/2021	9/30/2021	In Construction	No Conditions	McLin-Taylor Engineering	H I Associates	Yes
Delaune Estates (fka Antebellum Pointe)	West Side of LA Hwy 73 at Duplessis Road	237	7/14/2021	11/2/2021		CDs Submitted 11/02/2021	Lawsuit Dismissed	Quality Engineering& Surveying	Lynn Levy, LLC	Yes
Pelican Crossing 6th Filing*	LA Hwy 44, 1/2 mile north of LA Hwy. 22	66	5/13/2015	9/8/2021	12/20/2021	Pre-Con meeting held 1/13/2022	All Prior to Recording Final Plat-Pay \$750/Lot in TIF	Quality Engineering& Surveying	Engquist-Level Development, LLC	Yes
Pelican Point-14th F-Phases 1 &2 Plantation Commons	LA Hwy 44, 1/2 mile north of LA Hwy. 22 off end of Green Tree Ave.	77	2/10/2021	1st-5/13/21		CDs Submitted 5/13/2021	No Conditions	Ferris Engineering	Doug Diez	Yes
Riverton-2nd Filing	LA Hwy 22-1 mile west of LA Hwy 44	91	3/9/2016	2/16/18 2/28/18	9/4/2018	In Construction	As stated in Planning Commission Meeting Minutes	Quality Engineering& Surveying	SLC, LLC	Yes
Riverton-3rd-5th Filings	LA Hwy 22-1 mile west of LA Hwy 44	220	3/9/2016	12/23/2020		CDs Submitted 12/23/2020	As stated in Planning Commission Meeting Minutes	Quality Engineering& Surveying	SLC, LLC	Yes
Windsor Park	S. Side of LA Hwy 42 east of John Broussard Rd.	92	11/18/2020	3/18/2021	9/24/2021	In Construction	Const. streets to Wrenwood- Reserve at Willow Lake-no tie-in.	Quality Engineering& Surveying	Dantin-Bruce	Yes
Windermere Crossing*	Roddy Road about 1,500' north of Cannon Rd.	103	1/13/2021	10/7/2021	12/15/2021	Pre-Con meeting held 1/27/2022	Cannon Rd expanded to 20' width from Roddy Rd to LA 44 prior to f-plat	Quality Engineering& Surveying	Dantin-Bruce	Yes

An asterisk (*) denotes a status change from last month's report



Interim ULDC Updates Batch #1

Ascension Parish, LA

Planning Commission
February 16, 2022



KENDIG KEAST
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Tonight's Agenda

- Overview of Interim ULDC Updates Batch #1
 - Fences
 - Plats
 - Access & Connectivity
 - Streets, Lots, & Blocks
 - Traffic Impact Analysis
- Quick Preview – Batch #2



ULDC Updates Batch #1

General Housekeeping Updates

- Tightening of language for standards (e.g., “shall” instead of “must”)
- Using correct and consistent names and titles (Office of Planning and Development; Planning Commission; subdivider, etc.)

ULDC Updates Batch #1

NEW Fence Requirements [Sec. 17-2082-B]

- Establishes new standards and procedures for fences
- Primary goal is to keep fences out of drainage servitudes
- Intended to be quick and easy to administer (same day or two-day process)
- Simple permit form with low or no fee



ULDC Updates Batch #1

Preliminary Plat [Sec. 17-405]

- Updated language to mirror current practice (e.g., removing requirements to submit paper copies of plats)
- Completeness Review - once deemed complete, THEN the 60-day approval clock (statutory) starts
 - Director has **5 days instead of 3 days** to make formal determination if an application is complete.
 - If complete or submitted prematurely, the applicant will be notified in writing of the reason for the determination and can revise and resubmit.
- Addition of approval criteria to be considered when reviewing a preliminary plat

ULDC Updates Batch #1

Large Scale Development [Sec. 17-4021]

- Added language to clarify that the section only applies to the Pelican Point project.
- Further discussion required on whether additional sections or projects should be added.

ULDC Updates Batch #1

Street Requirements [Sec. 17-4032]

- Revised mostly for clarity and consistency
- Added cross-reference to access and connectivity standards
- Increase minimum road width from **18 ft** to **20 ft** to allow for proper passing of vehicles without endangering pedestrians, cyclists, or other vehicles.

For comparison:

- Jefferson Parish – 26 feet for local roads
- St. Landry Parish – 60 feet with ditches; 50 feet with curb and gutter
- St. Tammany Parish – 20 feet in paving width

ULDC Updates Batch #1

NEW Access and Connectivity [Sec. 17-4032-B]

- Typically found in most modern zoning and subdivision ordinances
- Address complaints from Ascension Parish stakeholders relating to traffic
- Minimal standards for mobility into, within, and through new residential developments or redevelopments
- Standards are applicable to:
 - Subdivisions with **20+** lots; or
 - Subdivisions of any number of lots where at least **50% of adjacent land** is vacant or development

ULDC Updates Batch #1

NEW Access and Connectivity [Sec. 17-4032-B]

- Standards
 - Connection required to existing right-of-way (either for streets or if designated on adjacent property), if the ROW extends to the property line of the proposed development.
 - If adjacent to vacant or development land, the subdivision streets are required to extend to the boundaries for future connection (stub outs). Parish will maintain signage indicating the area is reserved for future connection and otherwise undevelopable.
 - Requirement to provide access points to and from existing roadway
 - **50+** lots = at least **2** access points
 - **100+** lots = at least **3** access points
- Planning Commission may modify standards under specific circumstances

ULDC Updates Batch #1

Servitudes [Sec. 17-4037]

- Revised to state requirement for servitudes to be identified and recorded with plat documents (currently stated in plat notes)
- Added language requiring servitudes to remain free of fences, walls, structures, plants, and other debris

Block Requirements [Sec. 17-4039]

- Added consideration to the new connectivity standards when determining block length, widths, and shapes



ULDC Updates Batch #1

Traffic Impact Analysis [Sec. 17-4060 – replaces current Attachment A]

- Codifies the current TIA “Policy”
- Stronger language to serve as mandates
- Clarifies expectations of the Parish and the development community
- Traffic Scoping Meeting
 - Clarifies timing and process
 - Details what will to be discussed
 - Outlines responsibilities for the Director and Parish’s contractor
- Outlines the required contents of a TIA based on thresholds
 - Threshold 1 = **Less than 40** peak hour trips
 - Threshold 2 = **40+** peak hour trips
- New mitigation measures added

Upcoming Updates - Batch #2

BATCH #2

- Drainage requirements
- Drainage design criteria
- Drainage servitudes
- Protection of existing watersheds
- Development in the floodplain
- Placement of fill
- Drainage impact study

THANK YOU!

Ascension Parish, LA | December 2021



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ATTACHMENT C
Section 17-2082-B. Fence Requirements

(New Section)



Appendix II – Development Code

17-2082-B. Fence requirements. [New Section]

Commentary:¹ This new section for fence requirements establishes a new fence permit procedure and new standards to ensure that fences are kept out of servitudes. We also proposed some minimal fence ~~height~~ standards that should be reviewed for consistency with what types of fences have been deemed appropriate within the Parish. ~~As drafted, these new fence standards only apply to single-family development within the R, C, and RM districts. These standards could be amended further to include fence material limitations, opacity requirements, and to address fences in other zoning districts or for other use types.~~ We propose that a new fence permit process be established within the Department of Planning and Development that is intuitive, simple, and easy to administer. We envision a simple form, minimal or no fee, and same-day (or two-day) processing.

- A. **Purpose.** These standards are intended to regulate walls, fences, and retaining walls to:
1. Enhance the visual appearance of the built environment within the Parish;
 2. Ensure visual compatibility with surrounding properties; and
 3. Ensure maintenance of proper and adequate drainage and public safety.
- B. **Applicability.** These standards shall apply to ~~single-family~~ all new and existing developments throughout the Parish, except for the following:
1. Properties greater than one acre in size in the Rural (R) or Conservation (C) districts.
 - ~~1.2. Fences constructed of three-wire, split-rail, or other materials where water could pass through without obstruction in the Rural (R) or Conservation (C) districts. within the Rural (R), Conservation (C), and Medium Intensity Residential (RM) zoning districts.~~
- C. **Permit required.** A fence permit shall be issued by the building department prior to construction of any fence or wall and shall meet the requirements of this section.
- D. **Height.**
1. **Front yard.** Fences and walls in front yards shall not exceed four feet in height.
 2. **Side yard.** Fences and walls located along interior side lot lines shall not exceed six feet in height, provided no part of a wall extends into a required front yard.
 3. **Rear yard.** Fences and walls located in rear yards shall not exceed eight feet in height.
 4. **Corner lots.** Fences and walls located along exterior side yards adjacent to a street shall not exceed six feet in height.
 5. **Alternative height.** Walls and fences shall be a minimum of eight feet in height if they enclose refuse, service, or sewer treatment facilities.
- E. **Materials.**
1. Fencing materials shall be compatible with the overall design of the principal building and site landscape. Acceptable materials include:
 - a. Natural stone;
 - b. Brick;
 - c. Stucco;
 - d. Wood;
 - e. Plastic and vinyl if manufactured for the purposes of fencing;
 - f. Decorative concrete block;

¹ Commentary and footnotes are for illustrative and explanatory purposes only. Such commentary and footnotes shall not be carried forward into the Unified Land Development Code.



ATTACHMENT D

Section 17-405 Preliminary Plat Procedure



Appendix IV – Subdivision Regulations

17-405. Preliminary plat procedure.

Commentary: This revised procedure for preliminary plats clarifies the procedures for plat approval and establishes a system by which the 60-day approval clock (statutory) does not begin until a preliminary plat application has been deemed complete. Under this new procedure, the Director shall make the determination of application completeness within three-five business days. If the application is deemed incomplete, then the applicant needs to revise it prior to resubmitting. We also added a subsection with new preliminary plat approval criteria that the Planning Commission shall consider during the decision-making process.

- A. Upon the satisfactory conclusion of the pre-application procedure in <<Section 17-404>>, ~~if utilized by the subdivider, then~~ the subdivider shall prepare a preliminary plat and other supplementary material as specified in section 17-406(B).
- B. Preliminary plat applications shall be submitted to the Department of Planning and Development for initial review. Submittals shall be ~~Ten full scale prints, one 11" x 17" reduced print of the preliminary plat, one 11" x 17" reduced print of the preliminary plat~~ submitted in electronic form (.pdf file) or other acceptable format as approved by the Parish of Ascension Technology Department, and specified supplementary material. Review and inspection fees established by the Planning and Zoning Commission shall be submitted with the preliminary plat.
- C. Within five business days of the submittal of an application for a preliminary plat, the Director shall make a formal determination of application completeness. If the application is incomplete or submitted prematurely, the applicant shall be notified in writing of the reasons for the determination. The applicant shall then revise the application accordingly and re-submit. The Department of Planning and Development shall then make a formal determination on the resubmitted application within five business days.
- ~~B.D.~~ Following completeness approval of the application submittal by the Department of Planning and Development, such application shall be submitted to the secretary for the Planning ~~and Zoning~~ Commission at least 60 days prior to a regularly scheduled Planning ~~and Zoning~~ Commission meeting. The Engineering Review Agency and the Department of Public Works shall review the preliminary plat within ten business days. ~~Review and inspection fees established by the Planning and Zoning Commission shall be submitted with the preliminary plat.~~
- ~~C.E.~~ The Chairman of the Planning Commission may act on behalf of the Planning Commission in the consideration of a simple subdivision which has nine lots or less where an affidavit of mortgage declaration has been submitted and the property is not encumbered by a mortgage. All other subdivisions shall be considered by the Planning Commission at the regular Planning Commission meeting. On these subdivisions, the Department of Planning Staff and Development, Engineer Review Agency, and the Department of Public Works shall provide written comments to the Planning Commission prior to the meeting. The Engineer Review Agency shall operate at the direction of and under the control of the Planning Commission.
- ~~D.F.~~ The Planning ~~and Zoning~~ Commission shall hold public hearings on all major subdivisions; the subdivision must be considered at the monthly Planning Commission meeting:
 - 1. The subdivider must submit, in electronic format, a copy of the list indicating the names of the adjacent property owners, addresses and lot and square numbers as shown in the parish assessor's records, to the parish planner and engineer review agency.



2. Public Notice Requirements.

- a. Notice of the time and place of the public hearing shall be mailed by certified mail to the owner/subdivider and all adjacent property owners as identified by the Ascension Parish Tax Assessors office at the time of the submittal and at the applicant's sole cost, by the Planning Commission staff.
 - b. The public hearing shall be advertised in the Ascension Parish official journal.
 - c. Prior to any hearing before the Planning Commission, the site must-shall be posted by the applicant with sign(s) that meet the following requirements for public notice:
 - i. Parcels of land 20 acres or greater in size shall place a sign facing each public right-of-way it has frontage on as follows:
 - a) Sign(s) must-shall be no more than ten feet from the access way and free of any physical obstruction that could obscure visibility of the sign.
 - b) Sign(s) must-shall be no more than 1,200 feet apart per frontage.
 - c) Sign(s) must-shall be placed on the subject property a minimum of ten calendar days prior to the scheduled hearing date.
 - d) ~~Developer~~ The subdivider must-shall deliver to the Department of Planning and Development ~~staff~~, photos of installed sign(s) a minimum of ten days prior to the scheduled hearing date.
 - 1) Photo(s) of the installed sign(s) must include the date and time digitally identified on the photo(s).
 - 2) ~~Developer~~ The subdivider must-shall include a graphic depiction of the sign location(s).
 - ii. ~~Developer~~ The subdivider shall install a sign(s) that meets the following standards:
 - a) Sign(s) must-shall be a minimum of 24" x 30" in size and must be a minimum height of five feet to the center line of the sign.
 - b) Sign(s) shall must have a yellow background with black letters.
 - c) Signs shall must be double faced and oriented perpendicular to the travel lane.
 - d) Sign(s) shall must state the following information:
 - 1) Type of the proposed development or subdivision.
 - 2) Public hearing date and time.
 - 3) Public hearing location.
 - 4) Parish contact information.
 - iii. Parcels of land smaller than 20 acres shall place one sign that meets the requirements of <<Section 17-405.FD.2>>. The sign must-shall be posted at the mid-point along the thoroughfare it fronts, provided, the location must-shall not impede any existing ingress or egress or other physical attribute of the parcel of land. In such cases, it should be placed as close as possible to the mid-point of the frontage.
 - iv. Final Plats shall be excluded from these requirements.
 - d. The subdivider ~~and/or his or their~~ representative shall be present at the public hearing to explain the proposal and answer questions.
3. If the ~~commission~~ Planning Commission grants preliminary approval, ~~five prints of~~ the subdivision plan shall be electronically submitted for signing by the ~~planning staff~~ Director.



4. Any changes made by the owner/subdivider subsequent to approval of the preliminary plat shall be submitted in electronic format and reviewed by the Planning Commission Chairman and ~~his~~^{their} staff. If the change suggested by the owner/subdivider is to be of a substantial nature which is defined below, then approval can only be granted by the Planning Commission and then only after a public hearing is held for that purpose. If the suggested change is not substantial in nature, then approval will be granted.
 - a. A change in the size of lots, amounting to an increase of ten percent or more of the total number of lots from the previously approved plat.
 - b. Re-design of the subdivision or any portion thereof which would change the street pattern or overall layout of the previously approved plat.
 - c. Relocation or addition of any sewerage treatment facility.
 - d. Relocation or addition of any drainage facility, except as mandated by an agency with the legal authority to govern the change.
 - e. A change in the amount of green space dedicated, amounting to reduction of ten percent or more from the previously approved plat.
- G. The Planning ~~and Zoning~~ Commission shall receive ~~in hard copy and an~~ electronic format ~~of~~ the preliminary plat, supplemental material, comments from the ~~Department of Planning and Development~~ Staff, the Engineer Review Agency and the Department of Public Works for review prior to its regular meetings. The Planning ~~and Zoning~~ Commission shall, at its regular meetings, discuss the plat as to conformity with the subdivision regulations ~~and according to the review criteria in <<subsection L>>, below. The ground of disapproval of any plat shall be stated upon the records of the Planning Commission.~~¹~~The Planning and Zoning Commission shall express its approval or disapproval and reasons therefore.~~
- H. All actions of the Engineer Review Agency shall be submitted to the planning commission by the engineer review agency at its regular meetings. The Engineer Review Agency shall operate at the direction of and under the control of the Planning Commission.
- I. Approval of the preliminary plat shall not constitute approval of the final plat, but the subdivider may direct ~~his~~^{their} engineer to proceed with the construction plans.
- J. If the subdivider does not submit construction plans within six months, the Planning ~~and Zoning~~ Commission shall either grant an extension of the original approval or rescind approval of the preliminary plat. The Engineering Review Agency shall notify the Planning Commission of any subdividers that fail to submit construction plans within the six-month duration. Notification shall be in the form of a status update report presented at a regularly scheduled Planning Commission meeting.
 1. If no construction has begun within 24 months following the approval of the construction documents by the Parish, any preliminary plat and construction document approval shall be automatically rescinded. The owner, subdivider and/or developer shall be required to begin the pre-application, preliminary plat and construction document approval process again including all required meetings, fees and submittals. The ~~Department of Planning and Development~~ Department or Engineering Review Agency shall be responsible for notifying the Planning Commission of any subdividers that fail to begin construction within the 24-month duration. Notification shall be in the form of a status update report presented at a regularly scheduled Planning Commission meeting.
 2. If no permits are requested and utilized prior to the expiration date for a respective filing in a subdivision within five years following the approval of the final plat of said filing, then said filing and development thereon, shall conform to the requirements as set forth in Ascension Parish Subdivision regulations and Ascension Parish Development Code applicable at the time the permits for development or building within the filing sought. The Planning Official shall be responsible for notifying the Planning Commission of

¹ Revised for consistency with Louisiana Statutes, RS 33:113.



any subdividers that fail to request permits within the five-year duration. Notification shall be in the form of a status update report presented at a regularly scheduled Planning Commission meeting.

K. The Department of Public Works and the Engineer Review Agency shall require a subdivider to provide a drainage impact study and a traffic impact study, in the form and substance as provided in Appendix IV, section 8 for a proposed preliminary plan and to require a conclusion and plan that offsets any adverse impact that the development may have on the drainage system or the roads/traffic of the Parish of Ascension. The engineer review agency and Department of Public Works must agree or disagree with the findings of the engineer, or subdivider, or person that submits the drainage plan, and/or traffic study, and any discrepancies between the findings of the engineer, subdivider, or person who submits the discrepancies between the findings of the agency and the Department of Public Works will be decided in favor of the Engineer Review Agency and the Department of Public Works at its discretion. The Department of Public Works and Engineer Review Agency may waive the requirement for a drainage impact study and/or a traffic impact study at its discretion.

L. Approval criteria. The following criteria shall be considered when reviewing the preliminary plat:

1. Consistency with the Master Plan and other applicable planning documents;
2. Consistency with existing or proposed zoning of the property;
3. Compatibility of development with existing and planned land use patterns;
4. Whether the proposed development is premature as evidenced by: the lack of adequate public facilities within a reasonable distance to the site; or extraordinary service delivery costs due to the location or available access to the site;
5. Whether proposed lots and blocks are consistent with adopted design standards;
6. Whether proposed rights-of-way and servitudes are adequate to serve the property and are consistent with adopted plans; and
7. Whether the traffic impacts from the proposed development can be adequately mitigated in accordance with a traffic impact analysis, if required.

I. _____

(SR07-01, 1/18/07; SR08-02, 2/19/08; DC09-09, 12/17/09; DC01-12, 1/5/12; SR12-11, 3/19/13; DC15-08, 1/21/16; SR 18-03, 06/21/18; SR20-05 10/1/20; <<insert ord. #, date>>)

(Ord. of 10-1-2020(1), Exh. A)

S



ATTACHMENT E

Section 17-4021 Large Scale Development



Appendix IV – Development Code

17-4021. Large scale development.

Commentary: We revised this section to ~~include a new subsection that sets guardrails around the Planning Commission's authority to modify subdivision standards for large-scale developments. The standards that are not eligible for modification are listed in the new subsection B, specifically refer to the Pelican Point project. Further discussion required on whether additional sections should be added to that list.~~

A. ~~This section applies to the Pelican Point subdivision.~~

B. ~~Unless excepted in <<subsection B>>, below, t~~he standards and requirements of these regulations may be modified by the ~~p~~Planning ~~e~~Commission in the case of a plan and program for a new town, a complete community, or a neighborhood unit, which in the judgment of the ~~P~~lanning ~~C~~ommission provide adequate public spaces and improvements for circulation, recreation, light, air, and service needs of the tract when fully developed and populated, and which also provide such covenants or other legal provisions as will assure conformity to and achievement of the plan.

~~A. —~~

(SR07-01, 1/18/07; DC09-09, 12/17/09; ~~<<insert ord. #, date>>~~)





ATTACHMENT F
Section 17-4032 Street Requirements



Appendix IV – Development Code

17-4032. Street requirements.

Commentary: This section was revised mostly for clarity and consistency, to increase the minimum road width from 18 feet to 20 feet, and to align with the new section for access and connectivity (Sec. 17-4032-B.)

A. The Planning Commission shall apply the following rules in evaluation of subdivision applications:

1.A. Density Restrictions.

a.1. No major or minor subdivision may be developed on any street which is less than 1820 feet¹ in pavement width. The Department of Public Works will determine the average width of the road by measuring from pavement edge to pavement edge, every 50 feet¹ between two roads that are identified in Appendix 8 of the ULDC-Major Street Plan or the Master Transportation Plan, whichever is most current.

b.2. Any division of property of eight or less of the parent tract is exempt from this provision.

B. The arrangement, character, extent, width, grade, and location of all streets shall conform to the "MAJOR STREET PLAN" Major Street Plan and shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and in their appropriate relation to the proposed uses of the land to be served by such streets.

~~C. Where such is not shown in the "MAJOR STREET PLAN," the arrangement of streets in a subdivision shall either:~~

~~1. Provide for the continuation or appropriate projection of existing streets in surrounding areas; or~~

~~2. Conform to a plan for the neighborhood approved or adopted by the planning commission to meet a particular situation where topographical or other conditions make continuance or conformance to existing streets impracticable.~~

~~D. Provision should be made for arterial streets at intervals of approximately ½ mile.~~

~~E.C.~~ Subdivisions shall comply with the access and connectivity standards in <<Section 17-4032-B>> should have more than one exit street, preferably on different streets or in different directions. The street network should facilitate the separation of local and through traffic.

~~F.D.~~ Where a subdivision abuts or contains an existing or proposed major thoroughfare, the p~~C~~Planning Commission may require:

1. Marginal access streets, reverse frontage with a non-access reservation along the rear property line, deep lots with rear service alleys, or such other treatment as may be necessary for adequate protection of residential properties and to afford separation of accommodate through and local traffic; and
2. The dedication of additional right-of-way, if the existing major or secondary street has a width less than the minimum established herein pursuant to the standards in this section or as indicated in the Major Street Plan.

¹ When the Parish builds a road, they are required to build at a minimum of 20 feet. The current minimum street width for new subdivisions is 18 feet, which has proven inadequate in many subdivisions due to delivery and service vehicles, school buses, and the lack of road shoulders. The additional two feet in width (20 feet minimum) allows for proper passing of vehicles without endangering pedestrians, cyclists, or other vehicles. By way of comparison, Jefferson Parish requires a minimum paving width of 26 feet for local roads. St. Landry Parish requires 60 feet with ditches, or 50 feet with curb and gutter. St. Tammany Parish requires a minimum 20 feet in paving width.



~~G.E.~~ Reserve strips controlling access to streets shall be prohibited unless the sole control and access to such devices is transferred to except where their control is definitely placed with the ~~P~~parish under conditions approved by the ~~P~~planning ~~C~~commission.

~~H.F.~~ Street signs and traffic control devices must be furnished and installed by the subdivider according to the Ascension Parish Subdivision Construction Specifications.

~~I.G.~~ Design of streets shall be in accordance with the AASHTO Geometric Design of Highways and Streets ~~(Latest Revision)~~, as amended. Construction of streets shall be in accordance with the Ascension Parish Subdivision Construction Specifications.

~~J.H.~~ Cul-de-sacs shall have minimum dimensions as follows:

1. Curb and Gutter Streets—Right-of-way radius of 68 feet with a curb and gutter pavement of 24 feet from back ~~to~~ back of curb and 35 feet inside radius.
2. Open Ditch Streets—Right-of-way width of 75 feet with a pavement width of 20 feet and a 35-foot inside radius.

~~K.I.~~ T-turnaround or L-turnaround pavement shall be a minimum of 90 feet x 20 feet with 25 feet radii and within a 110 feet x 40 feet public right-of-way or 90 feet x 30 feet private servitude of access.

(SR07-01, 1/18/07; SR07-02, 10/4/07; SR08-01, 1/10/08; DC09-09, 12/17/09; DC12-03 6/7/12; SR16-01, 3/2/16; SR 17-01, 6/15/17; SR20-03, 8/6/20; <<insert ord. #, date>>)



ATTACHMENT H

Section 17-4032.B. Access and Connectivity

(New Section)



Appendix IV – Development Code

17-4032-B. Access and connectivity. [New Section]

Commentary: This new section addresses how new proposed development connects to existing and/or future developments. The largest complaints from Ascension Parish stakeholders were related to traffic and drainage. This new section, which is commonly addressed in most modern zoning and subdivision ordinances, places minimal standards for mobility to, within, and through a proposed development. As drafted, these standards would only apply to new proposed residential development or redevelopment, and only those subdivisions meeting size thresholds or other conditions. These thresholds were based on other adopted regulations in Louisiana cities and parishes, and adapted for Ascension Parish. We understand that a one-size-fits-all approach to connectivity would not be appropriate given the various development contexts in the Parish; therefore, we attempted to accommodate flexibility in this draft.

- A. **Purpose.** These standards are intended to provide a safe and convenient well-connected system of streets that accommodate efficient travel for vehicles, bicycles, pedestrians, and other modes of travel through the development and to and from surrounding properties.
- B. **Applicability.** This section shall apply to new residential development or redevelopment as follows:
1. Any subdivision involving development on 20 lots or more; or
 2. Any subdivision of land where at least 50 percent of the adjacent lands are vacant or undeveloped, regardless of number of lots proposed.
- C. **Access and connectivity standards.**
1. Where rights-of-way for arterials, collectors, or local streets exist or are designated on property adjacent to a proposed development, and those rights-of-way extend to the property or boundary line of the proposed development, the proposed development shall dedicate rights-of-way to connect those adjacent rights-of-way into or through the land contained in the proposed development.
 2. For subdivisions adjacent to vacant or undeveloped land, subdivision streets shall be extended to the boundaries of the parcel proposed for development to appropriate locations to provide future connections to adjacent properties. Such areas shall be dedicated as right-of-way extending to the property line. For areas dedicated for future connection, the Parish shall continually maintain adequate signage indicating that such area is reserved for future road connection and is otherwise undevelopable.
 3. Subdivisions with 50 or more lots shall provide at least two access points to and from existing roadways. Subdivisions with 100 or more lots shall provide at least three access points to and from existing roadways. Such access points shall be located as far apart as practicable to best serve internal and external connectivity. Any right-of-way dedicated for the purpose of future connection to an adjacent property may count toward meeting the required access points in this subsection C.3.
 4. Gated access to any public or private road where such gate(s) would restrict access to any public street or amenity shall not be counted toward minimum access and connectivity requirements.
 5. The Planning Commission may modify the standards in this subsection C. if:
 - a. An existing subdivision lacks off-street sidewalks, and as such, connection to that subdivision would result in inherent conflicts between vehicles and pedestrians; or
 - b. An existing subdivision lacks subsurface drainage, and as such, connection to that subdivision is expected to impede adequate flow of stormwater.
 - c. An environmentally sensitive area or other site issue precludes the feasibility of a current or future connection.





ATTACHMENT I

Section 17-4037 Servitudes: (Utilities and Drainage) Requirements



Appendix IV – Development Code

17-4037. Servitudes: (Utilities and drainage) requirements.

Commentary: This section was revised to ~~require~~state the requirement for servitudes to be identified and recorded with plat documents (currently stated in plat notes), and to require servitudes to remain free of fences, walls, structures, and any debris that may impede adequate drainage.

- A. Where alleys are not provided, a servitude shall be provided along the rear lot line of each lot when necessary for poles, wires, conduits, drainage ditches, storm and sanitary sewers, other utilities, and all proper public purposes.
- B. Where it is necessary to install sanitary or storm sewers or drainage ditches ~~along side~~alongside lot lines or across lots, a servitude sufficient for the construction and maintenance of the ditch or facility shall be dedicated. If construction of a ditch is required by the planning commission, or the Ascension Parish Department of Public Works, such construction shall be performed by the subdivider.
- C. Where a subdivision is traversed by a water course, drainage way, channel, or stream, there shall be provided a storm water servitude or drainage right-of-way conforming substantially with the lines of such water course, as will be adequate for the purpose. Parallel streets, parkways, or recreational areas may be required in connection therewith. The developer shall arrange for maintenance of this area with an approved public or private agency.
- D. No trees, shrubs, or other plants may be planted, nor shall any building, fence, structure, or improvements be constructed or installed within or over any public servitude so as to prevent or unreasonably interfere with any purpose for which the servitude is granted.¹

~~C.~~—

(SR07-01, 1/18/07; DC09-09, 12/17/09; <<insert ord. #, date>>)

¹ This text matches current plat note requirements.



ATTACHMENT J
Section 17-4039 Block Requirements



Appendix IV – Development Code

17-4039. Block requirements.

Commentary: *This section was revised to consider the new connectivity standards when determining block lengths, widths, and shapes.*

- A. The lengths, widths, and shapes of blocks shall be determined with due regard to:
1. Provision of adequate building sites suitable to the special needs of the type of use contemplated;
 2. Zoning requirements as to lot sizes and dimensions [pursuant to Table C](#);
 3. [Compliance with connectivity standards](#);
 - ~~3.4.~~ Need for convenient access, circulation, control and safety of street traffic; ~~and~~;
 - ~~4.5.~~ Limitations and opportunities of topography.

(SR07-01, 1/18/07; DC09-09, 12/17/09; [.<<insert ord. #, date>>](#))



ATTACHMENT K

Section 17-4060. Traffic Impact Analysis (TIA)

(Replaces Attachment A – TIA Policy)



Appendix IV – Development Code

ATTACHMENT A. TRAFFIC IMPACT ANALYSIS (TIA) POLICY

17-4060. Traffic Impact Analysis (TIA) [~~Replaces ATTACHMENT A – TIA POLICY~~]

Commentary: This new section transforms the existing Traffic Impact Analysis Policy from Attachment A into established codified subdivision regulations. As such, much of the policy language has been amended to serve as mandates. These amendments clarify the expectations of the development community as it concerns new proposed developments and associated impacts to traffic flow. We amended the procedures substantially to clarify the timing and process for the Traffic Scoping Meeting and subsequent preparation and submittal of the TIA by the Parish's hired contractor (not the applicant's engineer). We also simplified the TIA Threshold Types by placing the submittal requirements in a table and reducing the threshold types from three to two. In the mitigation section, we added several new mitigation measures that the Parish may consider (See 17-4060.FG.2.a through ed).

A. Purpose. These standards are intended to protect the health, safety, and welfare of the citizens and visitors of Ascension Parish by ensuring the provision of safe and adequate transportation facilities. The requirements established by this Section provide Parish decisionmakers with information necessary to assess potential transportation-related impacts, operational or safety related, of proposed developments on neighboring residents, businesses, and property owners and to evaluate proposed mitigation when required.

B. Applicability.

1. A TIA shall be required for any amendment to the Official Zoning Map, all proposed subdivisions, and any new development or redevelopment requiring a building permit.
2. Expansion of an existing project under construction may also be subject to a TIA.
- ~~1-3.~~ This section shall not apply to individual single-family residential access requests.
4. Developments seeking access to state roadways where a review of a traffic impact study is performed by Louisiana Department of Transportation and Development "DOTD" are not exempt from the TIA requirements in this policy.

C. Preparation of TIA. For all developments where a TIA is required, such TIA shall be prepared by an independent contractor hired by the Parish. The applicant shall be solely responsible for the cost of preparation of any required Traffic Impact Analysis. Review fees will be assessed in accordance with the Ascension Parish Department of Planning and Development Fee schedule.

D. Contents of a TIA. The Parish's contractor shall provide an engineering study to document the anticipated impact of the proposed development on the existing transportation network. All information and analysis submitted by the contractor must follow the requirements and methods outlined in this Section.

1. The contents and study area limits of a TIA shall vary depending on the site and prevailing conditions. Specific content requirements shall be established by the Department of Planning and Development as a result of the Traffic Scoping Meeting.
2. Each TIA shall take into account other proposed developments in the study area for which a TIA has been submitted or approved. This information shall be obtained and provided by the Department of Planning and Development and/or the DOTD. A growth rate may be applied to existing traffic data in lieu of estimated trips for specific developments if determined appropriate by the Department of Planning and Development as a result of the Traffic Scoping Meeting.



3. The TIA study shall be prepared in the following format according to the Threshold Type determined during the Traffic Scoping Meeting:
 - a. Description of study area. A vicinity map and description of the study area shall be provided. The map shall include roadways that allow access to the site and are included in the study area. Documentation of the study area development established during the Traffic Scoping Meeting shall be included in the appendix.
 - b. Description of the project. This description shall include the size of the parcel, access to the site, onsite circulation, and the existing and proposed uses of the site. In addition, the square footage of each use or number and size of units proposed shall be specified. A proposed site plan proposed shall be included.
 - c. Existing conditions. The existing conditions, in the vicinity of the project, shall be described including field observations. Existing traffic controls and geometrics (number of lanes, intersection configurations, etc.) on roadways or at intersections within the study area shall be described in detail.
 - d. Existing traffic volumes. Traffic data shall be collected be conducted at study area intersections during peak hours and dates approved by the Department of Planning and Development. The TIA shall include a description of traffic count type, location and date of collection. A figure that presents AM and PM peak hour counts with turning movements and average daily traffic shall be included when applicable. Raw count data shall be included in the TIA appendix. Unless approved by the Department of Planning and Development, the counts shall be conducted during the school year (September through May) and during weeks that have no major school holidays. (These holidays shall include, but not be exclusive to, Thanksgiving, Christmas Break, Spring Break, Mardi Gras, Labor Day, and Exam weeks.) Counts shall not be conducted during special events in the area unless for a specific purpose.
 - e. Trip generation estimates. Traffic volumes expected to be generated by the proposed development shall be estimated. Trip generation calculations shall be included in the TIA appendix. In general, applicants shall use the trip rates (use fitted equation if available) contained in the most recent edition of the Institute of Transportation Engineers (ITE) Trip Generation manual or count data from an equivalent site.
 - f. Trip distribution. Trips generated by the site must be distributed and assigned to the roadway network to determine the project's impacts. The methodology and assumptions which are used in the determination of trip distribution shall be described. For projects with several phases to be developed over several years, the trip distribution shall be estimated for the completion of each phase of the development. A figure that presents the new trips distributed and assigned to the roadway network shall be included.
 - g. Projected traffic volumes within the TIA study area. Project generated, and distributed trips shall be estimated for intersections in the study area, including proposed driveways. A figure that presents AM and PM peak hour projected volumes with turning movements shall be included. A detailed description of the incorporation the trips generated from other proposed developments or the use of growth rates as approved by the Department of Planning and Development, or their designee, in the Traffic Scoping Meeting shall be included.
 - h. Capacity analysis. Capacity analyses provide an indication of how well the study area intersections serve existing and future traffic demands. A description of the methodology and Level of Service (LOS) definitions shall be included within the TIA. For existing and future conditions, LOS at all study intersections, inclusive of the site access locations, shall be calculated for signalized and unsignalized intersections using procedures contained in the Highway Capacity Manual. The LOS and delay shall be reported for each turning movement at each approach, each overall approach, and the overall intersection as applicable in tabular format. Capacity analysis documentation shall be included in the TIA appendix. The objective shall be to maintain or improve the existing LOS. A minimum LOS "D" shall be required for all approaches and movements for each intersection within the study area.



- including site access locations. The LOS of an intersection shall be the lowest LOS of any one approach or movement of such intersection (e.g., one approach or movement is LOS "D" and another approach or movement is LOS "E," then the overall intersection LOS shall be "E"). Where LOS "D" is not existing or the existing LOS cannot be achieved with improvements or mitigation, a description of impacts, constraints, mitigation measures analyzed, and results shall be provided.
- i. Warrant analysis. Traffic signal and or left/right lane turn warrants may be conducted and storage lengths recommended where applicable. Meeting warrants is not the only consideration for signalization and/or turn lanes, engineering judgment must also be applied. Warrant analyses documentation shall be included in the TIA appendix.
 - j. Crash data. When required, three years of the most current crash data shall be obtained for intersections within the study area. The details of the safety analysis shall be determined on a project specific basis by the Department of Planning and Development.
 - k. Traffic improvements. Improvements to the network should be developed to address deficiencies. Improvements shall be analyzed to determine the expected impact.
 - l. Conclusions and recommendations. The equivalent of an executive summary should be provided to describe the proposed project, the data collected, the analysis conducted, improvements considered and resulting recommendations.
4. Threshold 2 TIA studies shall be stamped and signed by an approved registered PTOE certified Louisiana Professional Engineer.

E. Review Procedures.

- 1. Scoping Meeting.
 - a. The applicant shall submit a Traffic Scoping Information Form and supporting documentation as required to the Department of Planning and Development. The Director shall review the Traffic Scoping Information Form and within five days shall determine whether a Traffic Scoping Meeting shall be required. For projects requiring Planning Commission approval, the Traffic Scoping Meeting shall occur simultaneous with the associated Pre-Application meeting.
 - b. During the Traffic Scoping Meeting, the Director shall discuss with the applicant and the Parish's contractor any or all of the following data points and requirements as they may relate to the proposed development:
 - i. TIA Threshold, per <<subsection F>>.
 - ii. Study area
 - iii. Data Collection Requirements including, but not limited to:
 - a) Field Observations
 - b) Seven-day, 24-hour volume counts
 - c) Daily volume counts
 - d) Turning movement counts
 - e) Classification counts
 - f) Speed data
 - g) Travel Times
 - h) Crash History
 - i) Traffic Signal Inventory/phasing/timing



- iv. Trip generation and distribution including, but not limited to:
 - a) Land Use Category
 - b) Daily trips
 - c) Peak hour trips
 - d) Internal Capture percentages
 - e) Pass by percentages
- v. Incorporation of trips for other proposed developments within the study area and/or growth rate usage and methodology
- vi. Analysis requirements including, but not limited to:
 - a) Capacity Analysis
 - b) Turn Lane Warrant Analysis
 - c) Signal Warrant Analysis
 - d) Safety Analysis
 - e) Roundabout Study
 - f) AutoTurn Analysis
 - g) Simulation Modeling
- c. Within five days following the Traffic Scoping Meeting, the Director shall provide written determination to the Parish's contractor and the applicant stating the level of TIA and specific TIA requirements as they relate to the proposed project. The applicant may request an additional Traffic Scoping Meeting to discuss the requirements and to provide additional evidence that may revise the Director's initial determination.
- d. In instances where the applicant is requesting access to a state roadway or where a traffic impact study is required by the DOTD Traffic Impact Policy, the Parish process should be initiated first. DOTD should not be contacted until after the Parish Traffic Scoping Meeting unless the Parish requests a DOTD to attend. When the DOTD process is initiated separately, the applicant shall inform and invite the designated Parish representative to DOTD traffic impact meetings and copy them on subsequent correspondence. If the designated Parish representative is not available or elects not to attend any meetings with DOTD regarding traffic impacts, access, and connections, the applicant shall provide them with minutes of the meeting(s) to inform the Parish Traffic Scoping Meeting.
- 2. TIA Preparation, Submittal, and Review.
 - a. The Parish's contractor shall provide a required stamped and signed TIA and supporting data to the Department of Planning and Development for review and approval.
 - b. The Department of Planning and Development shall review the TIA and shall provide a TIA Approval Letter to the applicant that clearly outlines any required mitigation. For projects requiring approval by the Planning Commission, the TIA Approval Letter shall be included in the packet provided to the Planning Commission. At the Planning Commission meeting, the Planning Commission shall approve, deny, or request further mitigation, modifications, or analysis based on the recommendations in the TIA Approval Letter.
 - c. Following approval of the associated development application, the TIA Approval Letter shall be submitted with the permit application for projects requiring a building permit. A building permit shall not be issued until and unless the applicant receives a TIA Approval Letter. Such TIA Approval Letter shall not be required for individual building permits associated with an approved subdivision plat.



F. TIA Thresholds.¹

1. Ascension Parish has established three thresholds for Traffic Impact Analyses as indicated in Table 17-4060.1. The applicability of a TIA Threshold shall be determined during the Traffic Scoping Meeting pursuant to <<subsection 17-4060.E.1>>.
2. Thresholds are generally based on the trip generation based on the proposed development peak hours, measured by the greater of AM and PM peak hour trips. However, peak hour trips are not the only threshold factor in deciding the analysis that will be required. At the discretion of the Director, other factors that significantly influence the traffic movements or safety may require a higher TIA Threshold of study, including:
 - a. High-accident areas;
 - b. Areas currently experiencing excessive traffic congestion;
 - c. Areas currently undergoing substantial growth;
 - d. High volumes on surrounding roads affecting access to a proposed development;
 - e. Lack of existing left turn lanes on adjacent roadways;
 - f. Inadequate sight distance at access points;
 - g. Proximity of proposed access points to existing drives or intersections; and/or
 - h. Developments that include drive-through operations.

Table 17-4060.1: TIA submittal requirements based on Threshold Type		
<u>TIA submittal requirements</u>	<u>Threshold 1</u> <i>Less than 40 peak hour trips, AM or PM</i>	<u>Threshold 2</u> <i>40 or more peak hour trips, AM or PM</i>
<u>The proposed trip generation and distribution with source of information</u>	●	●
<u>Traffic Scoping Information Form with Required Additional Information (may include revisions per the Traffic Scoping Meeting)</u>	●	●
<u>Sight distance evaluation at proposed driveway locations</u>	●	●
<u>Capacity analysis for existing and proposed conditions at intersections within the study area established during the Traffic Scoping Meeting</u>		●
<u>Capacity analysis for proposed conditions at the development driveways</u>		●
<u>Left turn lane, right turn lane, and signal warrants at the development driveways</u>		●
<u>Recommendations for mitigating improvements to maintain or improve the existing Level-of-Service, as well as recommendations for driveway locations and configurations</u>		●
<u>TIA studies shall be stamped and signed by an approved registered PTOE certified Louisiana Professional Engineer</u>		●
<u>Summary of the crash history within the study area and recommendations to improve safety conditions accordingly</u>		●

¹ The current TIA submittal requirements are divided into three thresholds, with the third threshold requirement applying only to more than 400 peak hour trips and adding the last requirement in the Table, summary of crash data and safety improvement recommendations.



G. Mitigation.

1. The Parish shall have the authority to require mitigating improvements based on the results of the TIA. Such mitigation costs shall be the financial responsibility of the applicant.
2. A proposed development that is subject to the TIA requirements of this Section may be denied when the results of the required TIA demonstrate that the proposed development will overburden the existing roadway system by causing a reduction in service of affected roadways, negatively impacts the safety of the roadway, or if any leg or other element within the proposed development area is below the adopted Level of Service (LOS) "D." In the case where the existing Level of Service (LOS) is below "D," the required mitigating improvements shall improve all approaches, legs, or any elements within the development area to an LOS of "D" or better. An applicant, in coordination with the Director, may modify the development proposal to reduce traffic-related impacts. Modifications to applications for projects may include, but shall not be limited to:
 - a. Reducing the size, scale, scope, or density of the development to reduce trip generation;
 - b. Alter the use and type of development to reduce trip generation;
 - c. Divide the proposed development into phases and authorize only those phases that can be accommodated while maintaining an LOS "D" or better;
 - d. Eliminate the potential for additional traffic generation from undeveloped properties in the vicinity of the proposed development;
 - e. Dedication of additional right-of-way for street improvements;
 - f. Re-routing traffic and proposed access points serving the proposed project;
 - g. Traffic signal timing and/or phasing adjustments (with coordination and approval from the owner of the signal);
 - h. Restriping or reconfiguration of intersections;
 - i. Construction of additional lanes;
 - j. Installation of one or more roundabouts;
 - k. Installation of one or more signals;
 - l. Providing funding for infrastructure improvements; and
 - m. Any other recommendations by the Department of Planning and Development or the Planning Commission upon review.
3. If traffic mitigation is required as part of an approved TIA, all such mitigation shall be implemented prior to issuance of a building permit unless otherwise provided for in the TIA Approval Letter and/or DOTD Letter of Compliance that it is to be completed within construction of a subsequent phase.
4. Mitigation shall comply with the Ascension Parish Master Plan. The applicant shall verify with the Department of Planning and Development whether a Master Plan proposed route or improvement will affect the subject property. If so, access through the property and/or require Right-of-Way, may be required to be dedicated to the Parish as part of the applicant's mitigation efforts.
5. The Parish has the right to place development moratoriums in areas where reasonable operational conditions, as determined by the Director, are not able to be achieved with mitigation efforts. In such areas, the Parish shall commission a study complete with modeling to identify cumulative impacts of key corridors and determine recommended improvements.



17-20100. Definitions.

Director means the Director of the Department of Planning and Development, or their designee.

Fence means a free-standing structure resting on or partially buried in the ground and rising above ground level used for confinement, screening, partitioning, or enclosures.

Approach means a section of roadway leading away from or towards an intersection.

Movement means any lane or turning lane within, approaching, or leading away from an intersection.