

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
May 8, 2024**

The Planning Commission of the Parish of Ascension held a Public Meeting on Wednesday, May 8, 2024, at 6:00 p.m. at the Ascension Parish Courthouse, 607 E. Worthey Road, Council Chambers – 1st Floor, Gonzales, Louisiana in a regular session convened.

I. Called to Order

Meeting was called to order by Chairman Max Nassar.

II. Roll Call of Members

The following members were present:

Michele Unitas, Mark Villa, Nicholas Miller, Max Nassar, Wade Schexnaydre,
Randy Clouatre, Jr., Julio Dumas

The following members were absent:

None

III. Pledge of Allegiance

IV. Introduction of Staff

Stacie Webb – Recording Secretary, Planning Commission

Jarius Carey – Information Technology (IT)

Spencer Long – Parish Attorney

Eric Poche – Director, Planning and Development

V. Chairman's Comments

The chair had no comment.

VI. Public Comment on any Agenda Item

No comments.

VII. Staff Report

A. Subdivision Status – May 2024

Mr. Eric Poche presented and explained the attached report on subdivisions.

(SEE ATTACHMENT A)

Mr. Poche announced that there will be a Planning Commissioner training Saturday, July 12, 2024, from 8:00 a.m. to noon at the Ascension Parish Governmental Complex. He stated he would be sending out additional information on the training to the commissioners as it comes in to register with the Capital Region Planning Commission.

Mr. Poche stated Administration and Staff have been working on a solar ordinance for solar farms in the Parish. He expressed Administration wants it in the books as soon as possible and wants it on the agenda for public hearing at next month's

Planning Commission meeting, June 12, 2024, for recommendation to the Parish Council. The ordinance has already been emailed to the Commission and a copy will be handed out after the meeting for review and comments at next month's meeting.

VIII. Engineering Staff Report

A. ERA Presentation – Offsite Drainage Assessment

Mr. Stokka Brown with CSRS gave a PowerPoint presentation regarding Offsite Drainage Assessment.

(SEE ATTACHMENT B)

If adopted, Chairman Nassar questioned if these changes will impact Ascension Parish's Community Rating System with FEMA or the National Flood Insurance Program to help to lower insurance rates in the Parish.

Mr. Brown stated he could not confirm it would lower them but however it would be providing above and beyond standards than the FEMA models. He said he would highly encourage the Parish to apply for additional credit to lower flood insurance rates.

A proposed ordinance on Offsite Drainage Assessment will be placed on the June 12, 2024, Planning Commission meeting for public hearing.

IX. Minutes

A. Approval or Denial of the Minutes of the March 13, 2024, Planning Commission Meeting

Commission Action: Moved by Mr. Nicholas Miller, seconded by Mr. Wade Schexnaydre and unanimously adopted, to approve March 13, 2024, Planning Commission minutes as presented.

X. Consent Agenda

A. Affidavit of Mortgage Declaration

DK Palm Investments Prairieville, LLC – Daniel J. Palm – Lot 50-A-4 (40398 Hwy 42, Prairieville, LA)

B. Affidavit of Mortgage Declaration

Settoon Properties, LLC – Tract SR-1 & SR-2 (6333 Airport Industrial Blvd, Gonzales, LA)

C. Affidavit of Mortgage Declaration

Timothy and Katie Bocking – Lot 6-A (14216 Harry Savoy Rd, St. Amant, LA)

Commission Action: Moved by Mr. Randy Clouatre, Jr., seconded by Mr. Julio Dumas and unanimously adopted, to approve the consent agenda as presented.

XI. Public Hearing to Approve or Deny the Following Family Partitions:

A. Penny Place – Lot 11-A-1 & 11-A-2 and Dedication of a Private Servitude of Access across (Lot 9-A)

The subject property is located at the end of Lester Savoy Road approximately 635' south of Stringer Bridge Road in Council District 6 and is zoned Rural (R). The application is on behalf of Robert Shamburger by MR Engineering & Surveying, LLC.

The Estate is proposing a family partition of Lot 11-A (1.525 acres) into Lot 11-A-1 (0.763 acres) and Lot 11-A-2 (0.762 acres). Lot 11-A-1 is being donated to a son, and Lot 11-A-2 is being donated to another son.

STAFF REVIEW COMMENTS

Comments sent to MR Engineering & Surveying, LLC on 1/9/2024 and 1/25/2024.

1. All property corners must have monuments.
2. Label 12' Utility Servitudes as 'Existing'.
3. Private Servitude of Access must be at least 30' in width.
4. Side setback in a Rural (R) zone is 10'.
5. The name and relationship to the applicant/lot owner must be shown on all lots created by this family partition.
6. Label 15' Public Drainage Servitude as 'Existing'.
7. Label shed as 'Existing and Non-conforming'.
8. A 12' Utility Servitude must be dedicated parallel to all road frontage.
9. Revise project fee note by removing "sewer development and".
10. Lots in Dedication Note needs to reflect lots on plat.
11. Lot number under signature for Robert Shamburger needs to reflect plat.
12. Property cannot be donated to a brother through family partition unless it is through a succession or judgement of possession.
13. A 12' utility servitude cannot fall within the 30' private servitude of access. A waiver would need to be requested.
14. The 25' front set back needs to start at the edge of the 30' private servitude of access.
15. Submit final plat in CAD prior to final plat being signed.

STAFF ANALYSIS

This property division meets all current requirements of the family partition section of the subdivision regulations. The owner has owned the property for at least three years as required by Paragraph 17-4026.B. This family partition is creating one (1) new lot. Should the commission approve this family partition, staff will have the Chairman sign the plat when all comments have been addressed on the final map as listed above and the required conveyance documents completed and recorded according to Paragraph 17-4026.F of the Subdivision Regulations.

Mr. Mickey Robertson with MR Engineering & Surveying, LLC presented this family partition.

Public hearing was opened.

No comments.

Public hearing was closed.

Commission Action: Moved by Mr. Julio Dumas, seconded by Mr. Wade Schexnaydre and unanimously adopted, to approve this family partition as presented.

B. Peter Delatte, III Property – Tracts PD-1-A and PD-1-B

The subject property is located on the north side of LA Hwy 1 South approximately 980' east of Sagona Road in Council District 1 and is zoned Medium Intensity Residential (RM) and Mixed Use Corridor (MU). The application is on behalf of Vernon Mouret, Sr. by Louisiana Land Surveying.

The Applicant is proposing a family partition of Tract PD-1 (12.909 acres) into Tract PD-1-A (4.402 acres) and Tract PD-1-B (8.507 acres). Tract PD-1-A is being retained by the applicant, and Tract PD-1-B is being donated to a son.

STAFF REVIEW COMMENTS

Comments sent to Louisiana Land Surveying on 3/25/2024.

1. Show routing and discharge point of individual sewer treatment systems to parish maintained ditch with public drainage servitude and/or to 'blue line stream'. It is the responsibility of the Owner to consult with the Ascension Parish Board of Health to confirm routing for permitting purposes and **show/make statement of such on final plat**. Plat will not be signed and recorded without this information.
2. Locate ditch width by showing bearings and distances along centerline or top of bank.
3. Show existing lot configuration and designation.
4. You can either remove the submittal note in its entirety or put the date of complete submittal, which was 3/21/2024.
5. Distance on northern property line measures 2,429.27'. Verify and correct if necessary.
6. Put "Applicant" under Tract PD-1-A.
7. A 12' Utility Servitude must be dedicated parallel to all road frontage.
8. Required 12' Utility Servitude must be dedicated parallel to all road frontage.
9. Submit final plat in CAD prior to final plat being signed.

STAFF ANALYSIS

This property division meets all current requirements of the family partition section of the subdivision regulations. The owner has owned the property for at least three years as required by Paragraph 17-4026.B. This family partition is creating one (1) new lot. Should the commission approve this family partition, staff will have the Chairman sign the plat when all comments have been addressed on the final map as listed above and the required conveyance documents completed and recorded according to Paragraph 17-4026.F of the Subdivision Regulations.

Mr. Curtis Chaney with Louisiana Land Surveying, LLC presented this family partition.

Public hearing was opened.

The following spoke:

1 – John Johnson – neutral

Public hearing was closed.

Commission Action: Moved by Mr. Randy Clouatre, Jr, seconded by Ms. Michele Unitas and unanimously adopted, to approve this family partition subject to all comments being addressed.

C. Sean Hebert Property – Lot A-2-A and A-2-B

The subject property is located east of Tiger Lewis Road approximately 235' north of Norwood Road in Council District 5 and is zoned Medium Intensity Residential (RM). The application is on behalf of Sean Hebert by Earles and Associates, LLC Professional Land Surveyors.

The Applicant is proposing a family partition of Lot A-2 (1.612 acres) into Lot A-2-A (0.806 acres) and Lot A-2-B (0.806 acres). Lot A-2-A is being retained by the applicant, and Lot A-2-B is being donated to a son.

STAFF REVIEW COMMENTS

Comments sent to Earles and Associates, LLC on 3/18/2024.

1. Add note, "Any new drainage ditch required by the subdivision of this property for the purpose of transporting runoff or sewage treatment plant effluent to an existing Parish maintained ditch shall be constructed and maintained by the property owner(s)."
2. Label 40' Servitude of Passage as 'existing'.
3. Revise zoning note, "Medium Intensity Residential".
4. Submit final plat in CAD prior to final plat being signed.

STAFF ANALYSIS

This property division meets all current requirements of the family partition section of the subdivision regulations. The owner has owned the property for at least three years as required by Paragraph 17-4026.B. This family partition is creating one (1) new lot. Should the commission approve this family partition, staff will have the Chairman sign the plat when all comments have been addressed on the final map as listed above and the required conveyance documents completed and recorded according to Paragraph 17-4026.F of the Subdivision Regulations.

Mr. James Falgout with Earles and Associates, LLC presented this family partition.

Public hearing was opened.

No comments.

Public hearing was closed.

Commission Action: Moved by Mr. Julio Dumas, seconded by Mr. Wade Schexnaydre and unanimously adopted, to approve this family partition as presented.

D. Donna Bourke Property – Lot 4-A and 4-B

The subject property is located east of Miranda Lane approximately 158' north of Alligator Bayou Road in Council District 8 and is zoned Medium Intensity Residential (RM). The application is on behalf of Todd Zirkle by Earles and Associates, LLC Professional Land Surveyors.

The Applicant is proposing a family partition of Lot 4 (5.941 acres) into Lot 4-A (2.970 acres) and Lot 4-B (2.971 acres). Lot 4-A is being retained by the applicant, and Lot 4-B is being donated to a son.

STAFF REVIEW COMMENTS

Comments sent to Earles and Associates, LLC on 2/28/2024.

1. Revise project fee note by removing "sewer development and".
2. Revise zoning note, "Medium Intensity Residential".
3. Son's name needs to be on plat.
4. Please provide correct instrument no. for reference map #1. The number provided does not seem relevant.
5. Submit final plat in CAD prior to final plat being signed.

STAFF ANALYSIS

This property division meets all current requirements of the family partition section of the subdivision regulations. The owner has owned the property for at least three years as required by Paragraph 17-4026.B. This family partition is creating one (1) new lot. Should the commission approve this family partition, staff will have the Chairman sign the plat when all comments have been addressed on the final map as listed above and the required conveyance documents completed and recorded according to Paragraph 17-4026.F of the Subdivision Regulations

Mr. James Falgout with Earles and Associates, LLC presented this family partition.

Public hearing was opened.

No comments.

Public hearing was closed.

Commission Action: Moved by Mr. Julio Dumas, seconded by Mr. Wade Schexnaydre and unanimously adopted, to approve this family partition as presented.

E. Brad Sagona – Lots 1-E-1-A-1-A & 1-E-1-A-1-B and 1-E-1-B-1-A & 1-E-1-B-1-B

The subject property is located east of Crystal Lane approximately 856' north of Norwood Road in Council District 5 and is zoned Rural (R). The application is on

behalf of Brad Sagona by Earles and Associates, LLC Professional Land Surveyors.

The Applicant is proposing a family partition of Lot 1-E-1-A-1 and 1-E-1-B-1 (5.002 acres) into Lot 1-E-1-A-1-A (1.047 acres), Lot 1-E-1-A-1-B (0.594 acres), Lot 1-E-1-B-1-A (1.832 acres), and Lot 1-E-1-B-1-B (1.529 acres). Lot 1-E-1-A-1-A is being donated to a daughter. Lot 1-E-1-A-1-B is being donated to a daughter, Lot 1-E-1-B-1-A is being retained by the applicant and Lot 1-E-1-B-1-B is being donated to a daughter.

STAFF REVIEW COMMENTS

Comments sent to Earles and Associates, LLC on 3/18/2024.

1. Lot 1-E-1-A-1-A lot does not meet the frontage requirement for a simple division. Applicant either needs to apply for a variance to reduce the minimum lot frontage or designate the lot to a direct heir.
2. 'Maintained' is misspelled.
3. When a private access servitude SERVICES 3 or more lots, it has to have the 20' road on a 24' roadbed with ditches on each side. This is for the driveway.
4. Show routing and discharge point of individual sewer treatment systems to parish maintained ditch with public drainage servitude and/or to 'blue line stream'. It is the responsibility of the Owner to consult with the Ascension Parish Board of Health to confirm routing for permitting purposes and **show/make statement of such on final plat**. Plat will not be signed and recorded without this information.
5. Revise the 'Dedication of Rights of Way' note: "...unless specifically designated as private,"...
6. Verify date ground survey was performed.
7. Submit final plat in CAD prior to final plat being signed.

STAFF ANALYSIS

This property division meets all current requirements of the family partition section of the subdivision regulations. The owner has owned the property for at least three years as required by Paragraph 17-4026.B. This family partition is creating two (2) new lots. Should the commission approve this family partition, staff will have the Chairman sign the plat when all comments have been addressed on the final map as listed above and the required conveyance documents completed and recorded according to Paragraph 17-4026.F of the Subdivision Regulations.

Mr. James Falgout with Earles and Associates, LLC presented this family partition.

Public hearing was opened.

No comments.

Public hearing was closed.

Commission Action: Moved by Mr. Julio Dumas, seconded by Ms. Michele Unitas and unanimously adopted, to approve this family partition as presented.

XII. Adjourn

A motion was made by Mr. Wade Schexnaydre, seconded by Ms. Michele Unitas, meeting adjourned at 6:40 p.m.

Max Nassar, Chairman

ATTACHMENT A

<i>May, 2024</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.
Ascension Commerce Center II	End of Industriplex Ave. approx. 1,350' North of LA Hwy 30	18				Preliminary Plat Submitted- 1/17/2024		Quality Engineering& Surveying & Monceaux Buller & Assoc., LLC	Axios Capital Partners, LLC	No
Black Bayou Estates	Black Bayou Rd. between Lobell Ln. & Hilbert Young Rd.	20	1/11/2017	Revised CDs 8/20/2021	10/13/2021	In Construction	No Conditions	Quality Engineering& Surveying	BSC Industries, LLC	Yes
Delaune Estates-2nd Filing	West Side of LA Hwy 73 at Duplessis Road	92	7/14/2021	11/2/2021	3/4/2022	In Construction	Lawsuit Dismissed	Quality Engineering& Surveying	Lynn Levy, LLC	Yes
Moss Side Villas	N Side-LA Hwy 74-Immediately West of IH-10 Overpass	36	2/8/2023	5/31/2023		CDs Submitted 5/31/2023	Off-site drainage work to be completed prior to subdivision	MR Engineering & Surveying	Inline Construction	No-Private
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

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

Integrating the Parish Floodplain Management Plan (FMP) Models with the Development Review Process

Drainage Ordinance and Floodplain Models Timelines

Two main parallel paths ongoing regarding drainage protection:

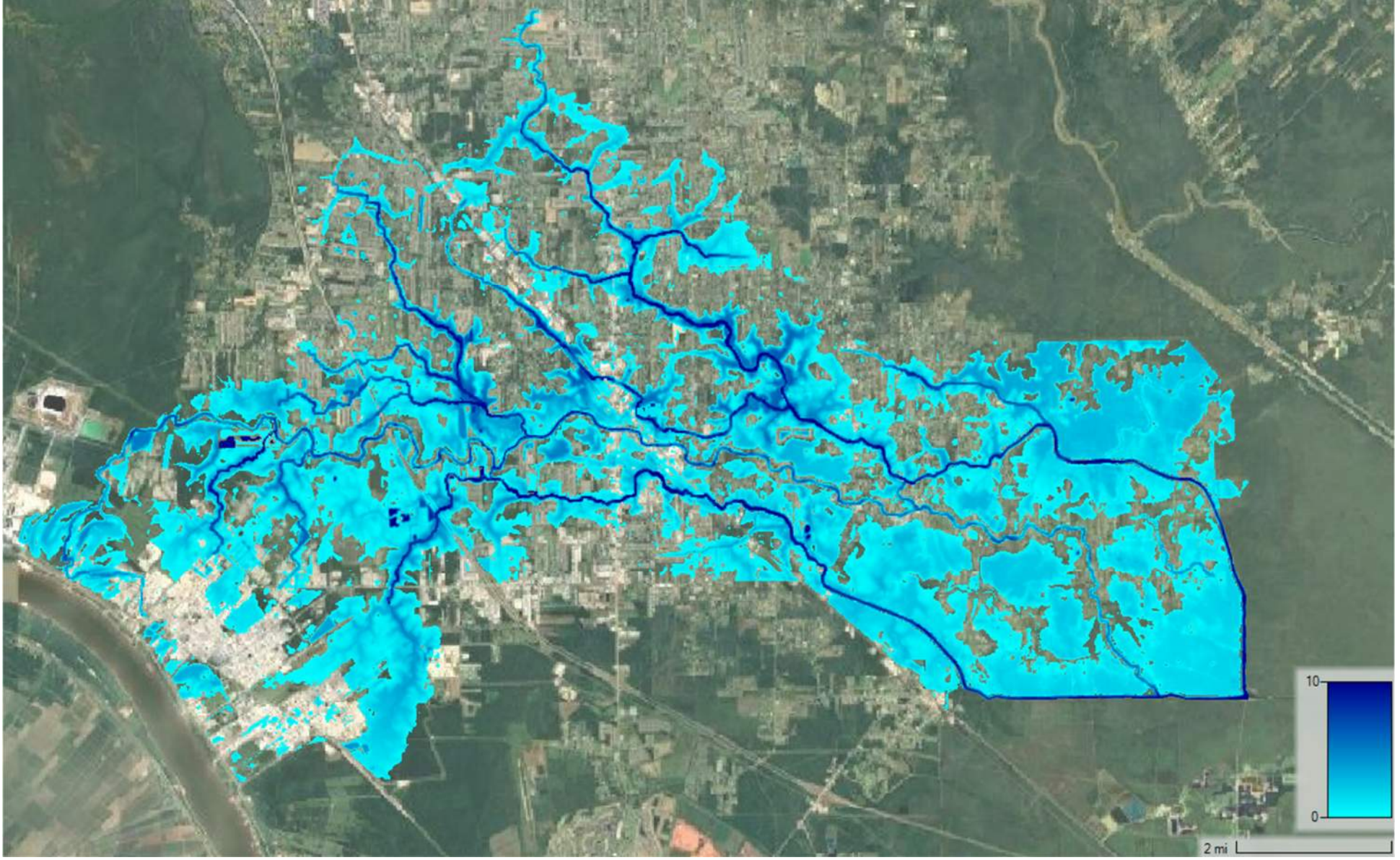
- Path 1: Drainage Ordinance Updates
 - Key updates made 2019 following rain event
 - Hired consultant to make major edits in Fall 2022
 - Minor tweaks to ordinance since Fall 2022
- Path 2: Parish-wide Floodplain Management Plan
 - HNTB Team hired in 2017 to prepare floodplain models and a floodplain master plan
 - Floodplain management plan complete June 2023

What are the Parish FMP Models?

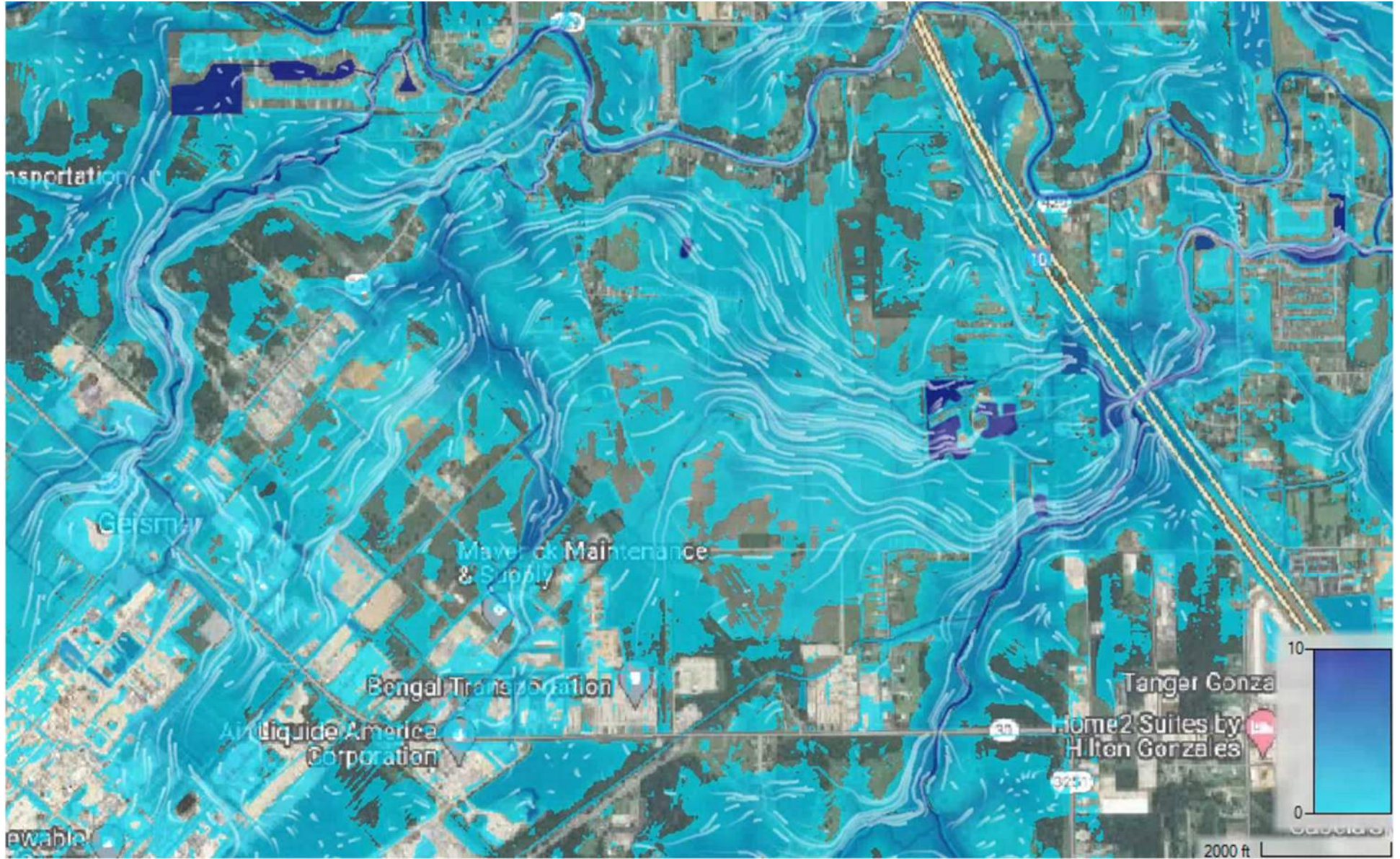
- Developed for the APG Floodplain Management Plan
 - Understand Flood Risk in Ascension Parish on East Bank of Mississippi River
- Standard Army Corps Software
 - HEC-RAS Full 2-Dimensional Models
- Current Uses:
 - Support Grant Funding Applications through ADAPT
 - Parish Drainage Project Assistance through DPW



Marvin Braud FMP Model: Depth (Feet)



Marvin Braud FMP Model: 2-D Flow

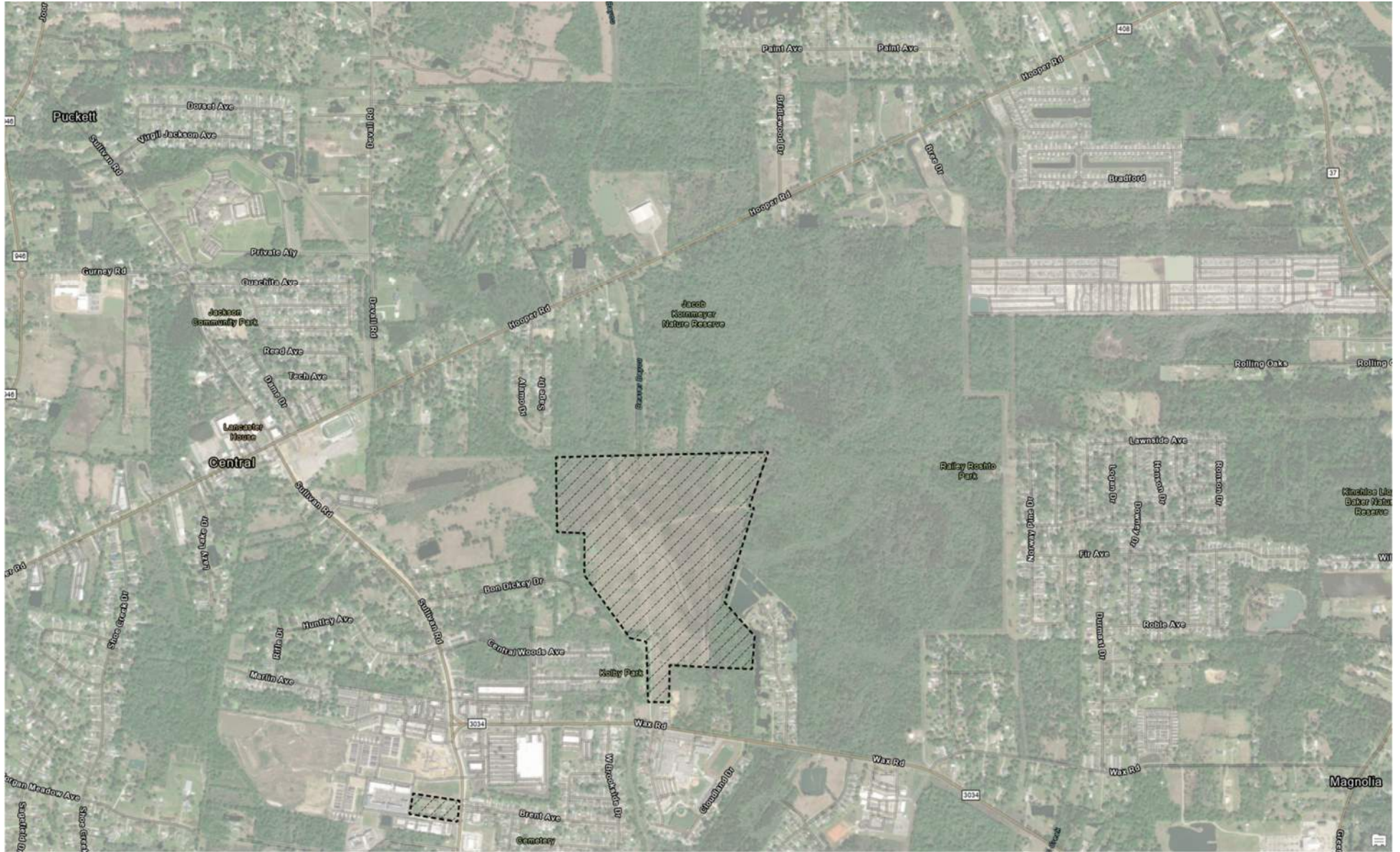


How are other Communities using similar Models?

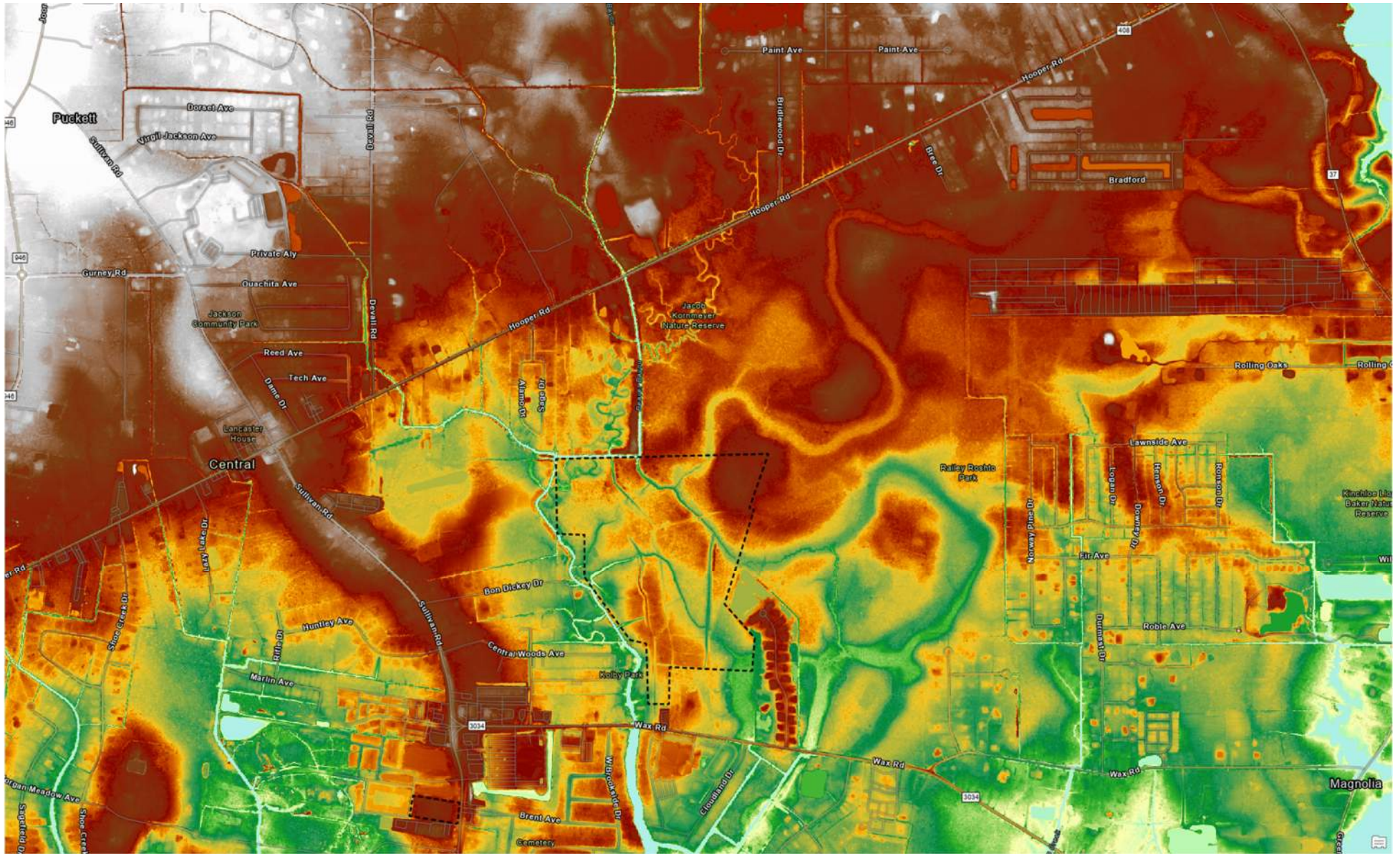
- East Baton Rouge Parish
 - Revised ordinances to require use of these models to assess flooding impacts due to new developments – Offsite Drainage Assessment (ODA)
 - A copy of the models can be downloaded from the Development Department website.
 - Parish allows developers to submit an ODA, however, the City-Parish confirms results independently.
 - No additional fee
- City of Central
 - Revised ordinances to require use of these models to assess flooding impacts due to new developments – Offsite Drainage Assessment (ODA).
 - A copy of the models is available upon request and execution of the model release form.
 - City Manages ODA
 - Implemented Fee Structure for the ODA.

Real World Example of ODA Process in the City of Central

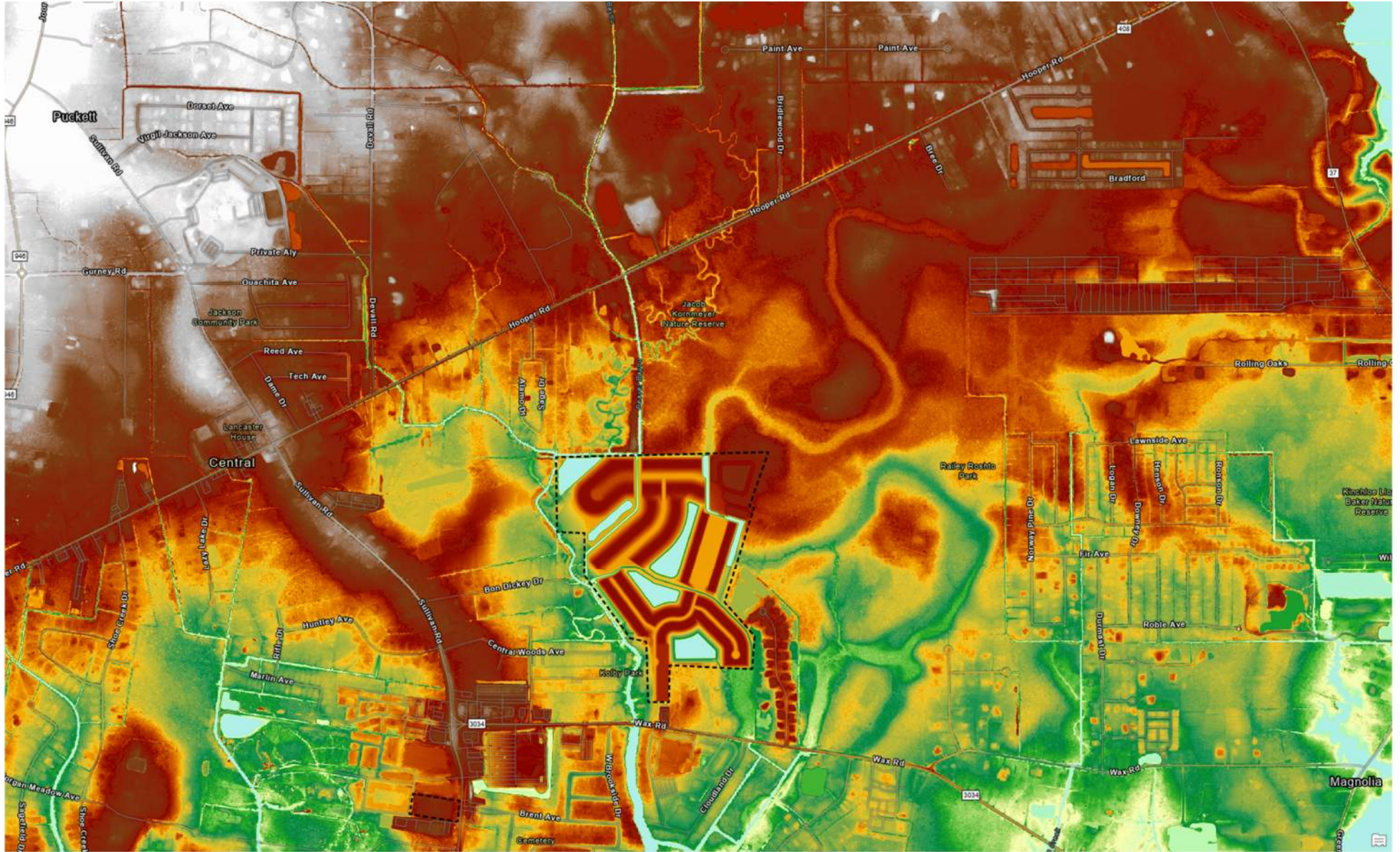
Proposed Development



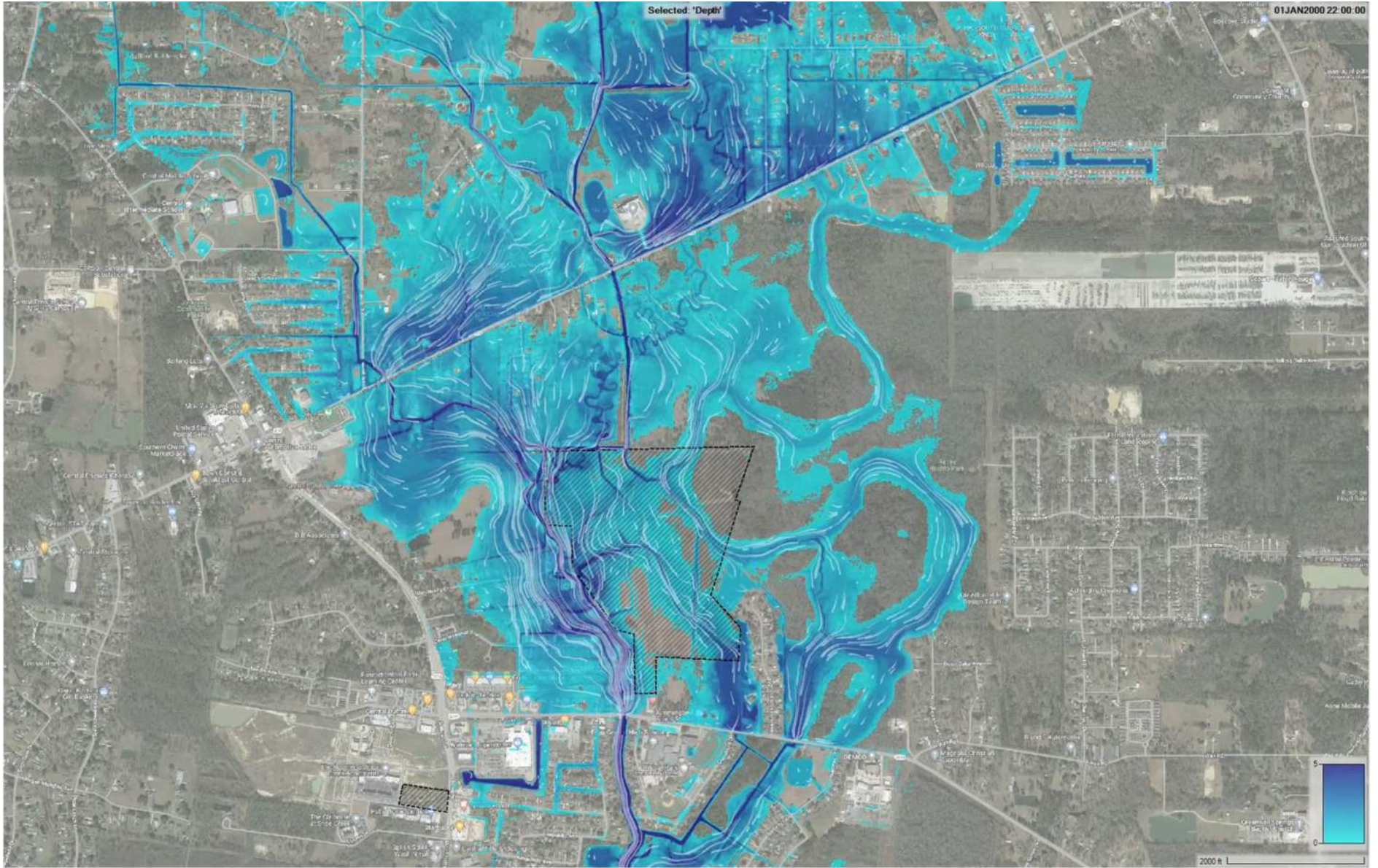
Existing Terrain



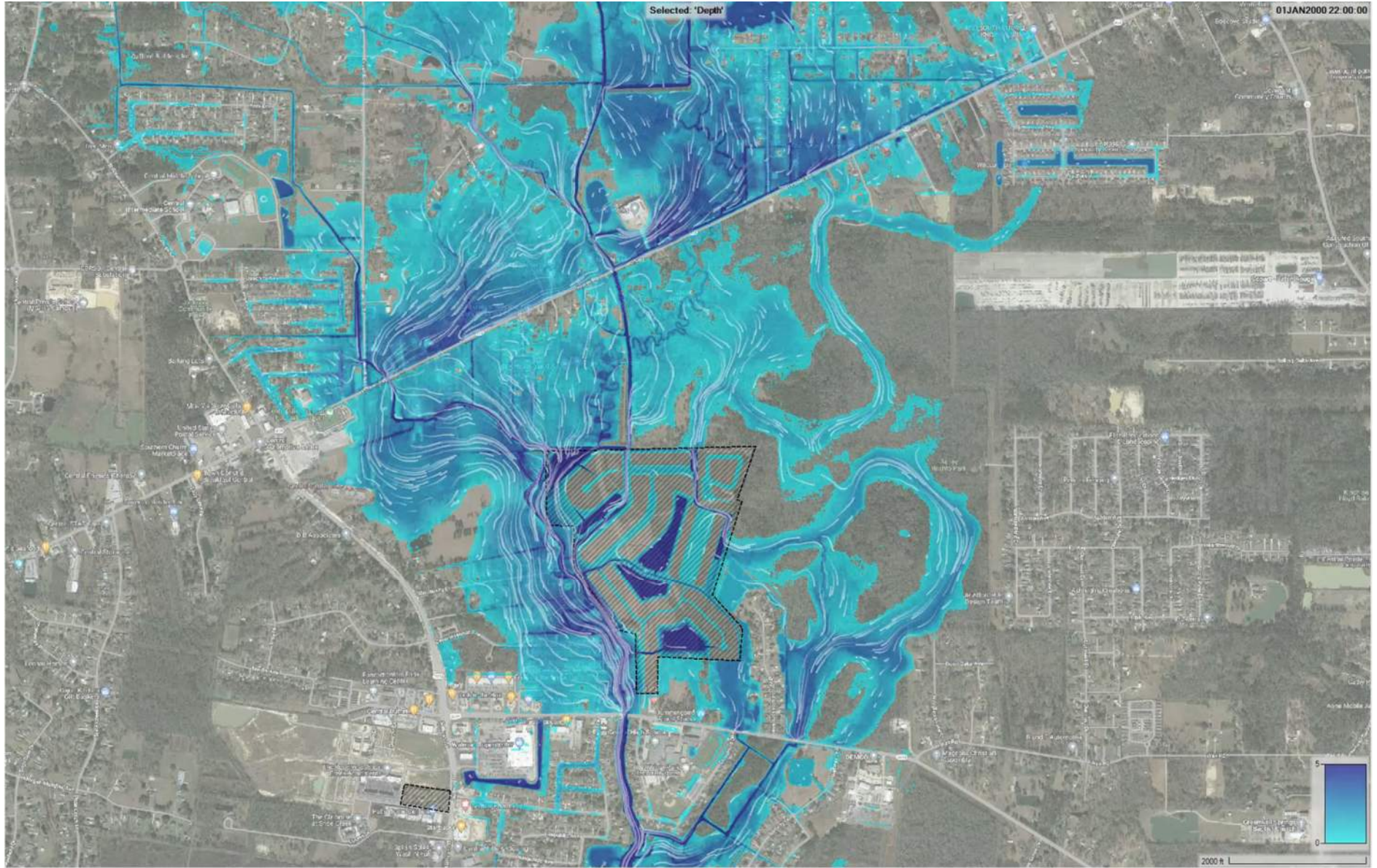
Proposed Terrain



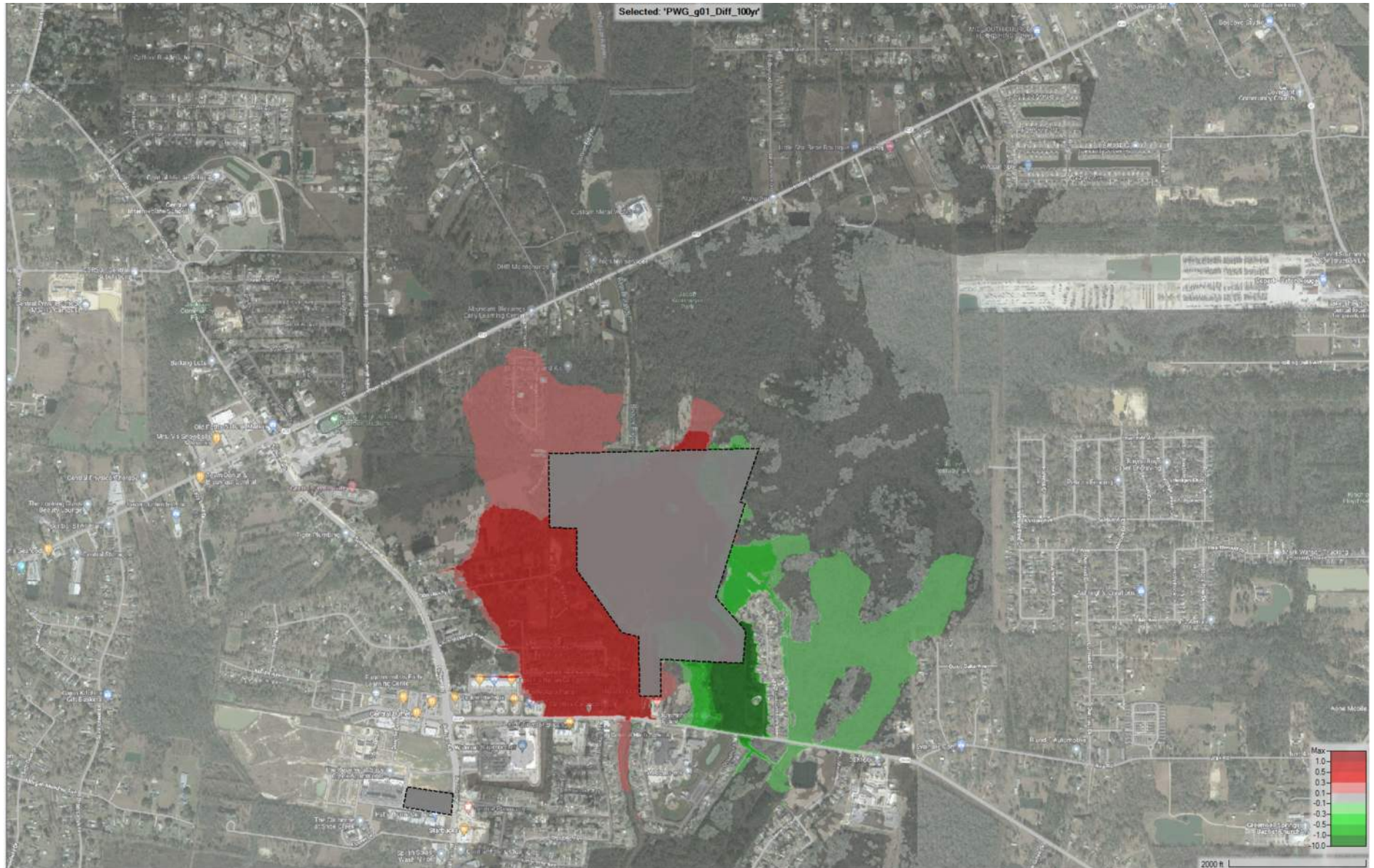
Existing 100-YR: Depth, Flow Paths



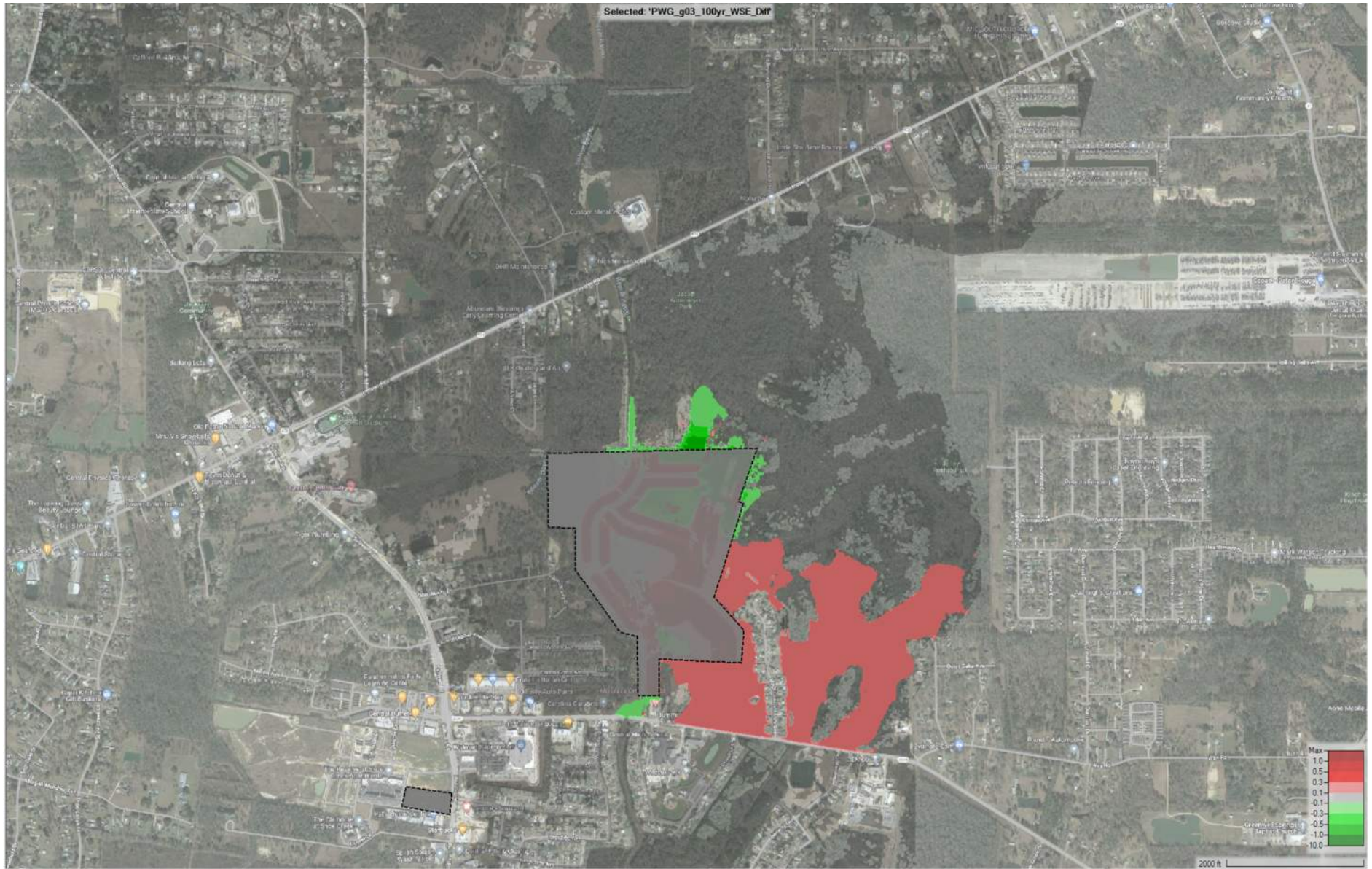
Proposed 100-YR: Depth, Flow Paths



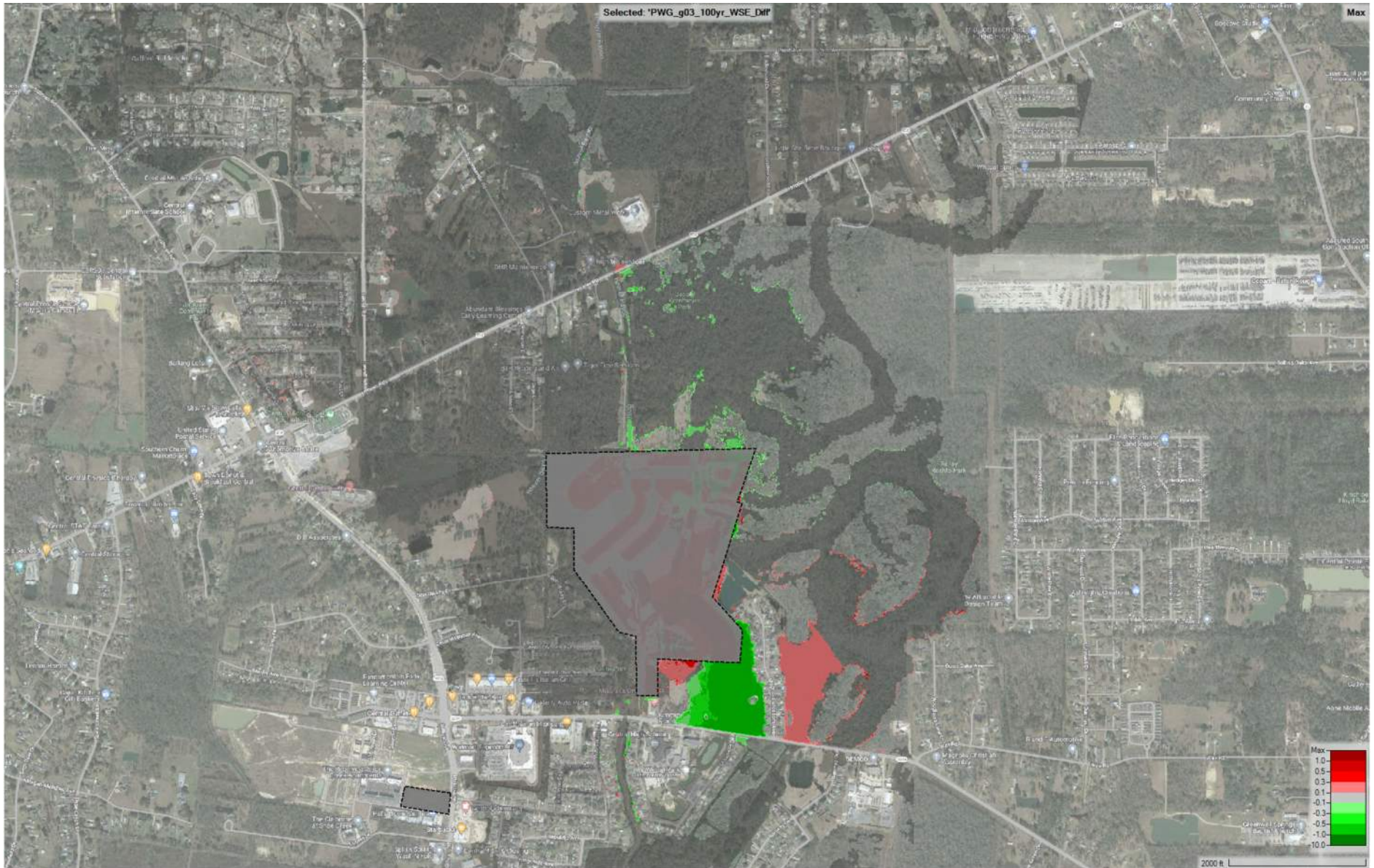
Proposed 100-YR: Impacts



Proposed 100-YR: Impacts



Proposed 100-YR: Impacts



Key Points of Proposed Ordinance Revisions

- Enhances the existing conveyance check requirement using the latest technology to better quantify watershed-wide impacts.
- The ODA does not replace or change the drainage requirements (i.e. internal drainage, drainage study, detention design, design storm).
- The ordinance will be clear that an ODA must show no adverse impact as currently defined in the drainage ordinance before approval.

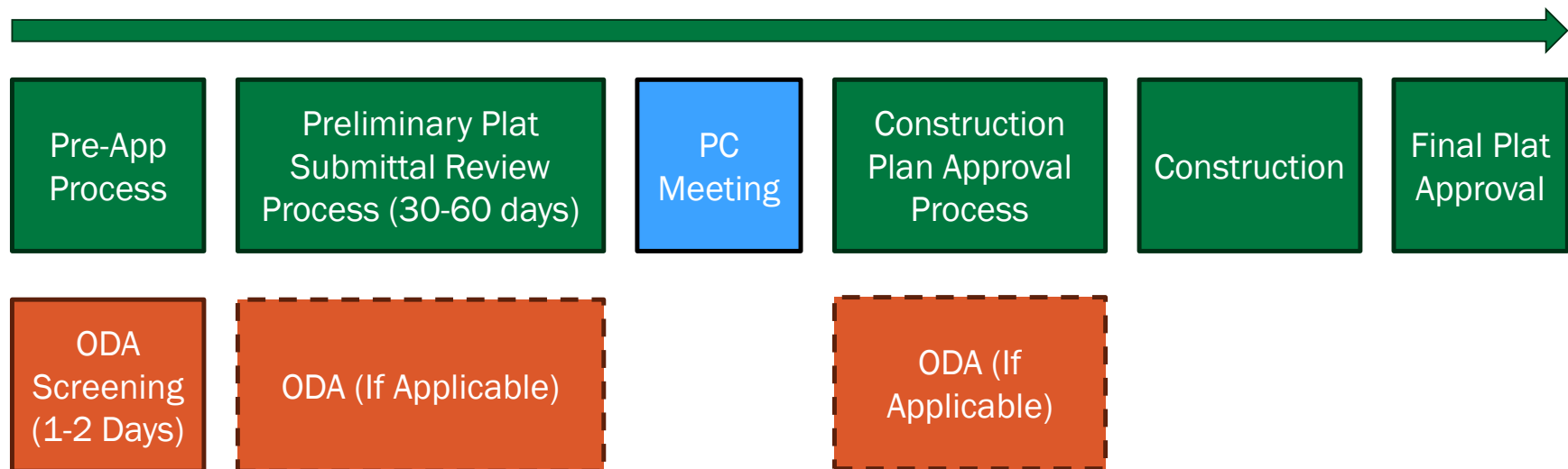
Key Points of Proposed Ordinance Revisions (cont.)

- Types of development requiring an Offsite Drainage Assessment (ODA)
 - Subdivisions (minor and major) during the preliminary plat process
 - Commercial during the development permit process
- Single Family development is optional if requested by the owner
 - This will aid in building placement within property boundary
- Parish will control the FMP models and do the official analysis. A copy of the model can be provided to the developer to assist in their design.
- The developer or property owner will pay for the ODA

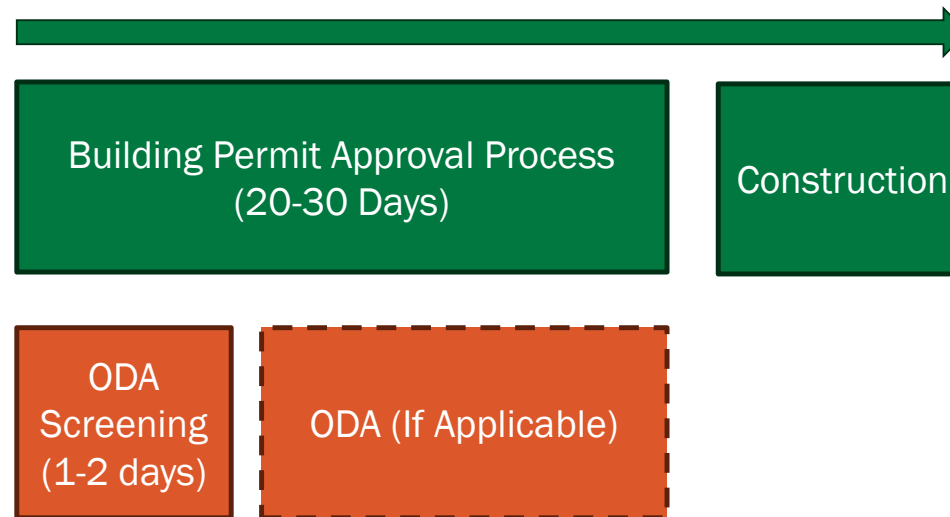
Proposed Fees

Table 1 - ODA Fees		
	Step 1: ODA Screening Fee	Step 2: ODA Analysis Fee (if Required from Step 1)
Large Scale		
Subdivision > 9 lots	\$500	\$15,000
Townhome Subdivision		
Condominiums		
PUDS		
Commercial Permits		
Commercial < 2 acres	\$500	\$5,000
Commercial >=2 acres	\$500	\$10,000
Single Family		
Building Footprint	--	--

Timing of ODA During Planning Commission Approval Process



Timing of ODA During Building Permit Approval Process



Proposed Timeline

- 5/8/24 – Presentation to Planning Commission (for discussion only)
- 6/12/24 – Present proposed ordinance changes to the Planning Commission (for recommendation to EADW/Parish Council)
- 6/20/24 – Introduction to Council
- 7/9/24 – Present proposed ordinance changes to EADW (for recommendation to Parish Council)
- 7/18/24 – Parish Council public hearing and vote on ordinance(s)

Questions?