

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
October 9, 2024**

The Planning Commission of the Parish of Ascension held a Public Meeting on Wednesday, October 9, 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 to Order

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

Shaun Sherrow – Engineering Review Agent

V. Chairman's Comments

No comments.

VI. Public Comment on any Agenda Item

No comments.

VII. Staff Report

A. Subdivision Status – October 2024

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

(SEE ATTACHMENT C)

VIII. Engineering Staff Report

Engineering had no report.

IX. Minutes

A. Approval or Denial of the Minutes of the August 14, 2024, Planning Commission Meeting

Commission Action: Moved by Mr. Nicholas Miller, seconded by Mr. Wade Schexnaydre and unanimously adopted, to approve the August 14, 2024, Planning Commission minutes as presented.

X. Consent Agenda

A. Affidavit of Mortgage Declaration

Donovan J. Gregoire & Kristin Taylor Gregoire – Lot B-1-1-A-2 (8410 Paul Rd, St. Amant, LA)

B. Affidavit of Mortgage Declaration

Raul E. Valdes – Lot 33 & 34 (Camp Dr., Prairieville, LA)

Commission Action: Moved by Mr. Mark Villa, seconded by Mr. Nicholas Miller and unanimously adopted, to approve the consent agenda as presented.

XI. Public Haring to Approve or Deny the following Family Partitions:

A. Whitney J. Amedee, Jr. Property – Lot A-1-A-1 and A-1-A-2

The subject property is located on the east side of Bluff Road, approximately 2,076' north of Miller Road in Council District 4 and is zoned Medium Intensity Residential (RM). The application is on behalf of Whitney J. Amedee, Jr. by Earles and Associates, LLC Professional Land Surveyors.

The Applicant is proposing a family partition of Lot A-1-A (2.816 acres) into Lot A-1-A-1 (1.408 acres) and Lot A-1-A-2 (1.408 acres). Lot A-1-A-1 is being retained by the applicant and Lot A-1-A-2 is being donated to a son.

STAFF REVIEW COMMENTS

Comments sent to Earles and Associates, LLC on 8/19/2024 and 9/4/2024.

1. A waiver request will need to be granted by the Planning Commission to have the utility servitude located within the 30' Servitude of Passage. If approved, this must be noted on map prior to signing and recording.
2. The lot being divided was created by a family partition after January 1, 2015, and the applicant is the recipient from that family partition. Please provide proof of ownership and occupancy with a current tax bill and current utility bill.
3. Label 12' utility servitude as 'existing'.
4. Bearings and Distance is needed for road frontage along Bluff Road.
5. Existing ditch with centerline (bearings and distances) must be shown along with drainage servitude. (Ref. map no. 1)
6. Existing 12' Utility Servitude must be shown.
7. The 'L' turnaround can be moved to the end of the SOP where the new lot is and can be removed from its existing position here. The utility servitude must stay and tie into the new one.
8. Revise Front Setback to 25'. The 12.5' front setback is no longer applicable.

9. 12' utility servitude needs to be completely delineated.
10. 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.

The property owner is asking for a waiver to allow a 10' utility servitude and a 20' servitude of passage as the 'leg' to the rear property is only 30' in width.

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. Randy Clouatre, Jr., seconded by Mr. Julio Dumas and unanimously adopted, to approve this family partition with the waiver allowing the 10' utility servitude and a 20' servitude of passage as the leg to the rear property.

B. Thomas L. Stafford Property – Lot C-4-A-1-A through C-4-A-1-D

The subject property is located at the end of Stafford Lane, approximately 873' off east of Duplessis Road on the east side in Council District 4 and is zoned Medium Intensity Residential (RM). The application is on behalf of Thomas L. Stafford, Sr. by Earles and Associates, LLC Professional Land Surveyors.

The Applicant is proposing a family partition of Lot C-4-A-1 (5.568 acres) into Lot C-4-A-1-A (1.667 acres); C-4-A-1-B (1.667 acres); Lot C-4-A-1-C (1.234 acres) and Lot C-4-A-1-D (1.00 acres). Lot C-4-A-1-A is being donated to a daughter; Lot C-4-A-1-B is being donated to a son; Lot C-4-A-1-C is being donated to a daughter and Lot C-4-A-1-D is being retained by the applicant.

STAFF REVIEW COMMENTS

Comments sent to Earles and Associates, LLC on 8/14/2024.

1. Lot C-4-A-1-D needs to be labeled on plat.
2. 30' Private Servitude of Passage needs to be extended to give access to Lot C-4-A-1-B with building lines revised accordingly.
3. Add note, "Within the private access servitude, a gravel or hard-surfaced road shall be built at least twenty (20) feet in width, 4 inches thick, on a roadbed at least twenty-four (24) feet in width with adequate drainage ditches on either

side. This road shall be constructed prior to the first building permit being issued for any lot being served by this private servitude of access and shall extend the full length of the servitude depicted on the plat."

4. BFE must be noted on map.
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 three (3) 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 Mr. Wade Schexnaydre and unanimously adopted, to approve this family partition as presented.

C. W. E. Stevens Estate – Lot 5-A and 5-B

The subject property is located on the east side of LA Hwy 431 at the northeastern end of W. E. Bill Stevens Road in Council District 6 and is zoned Rural (R). The application is on behalf of Robert Nickens by Earles and Associates, LLC Professional Land Surveyors.

The Applicant is proposing a family partition of Lot 5 (2.481 acres) into Lot 5-A (0.838 acres) and Lot 5-B (1.643 acres). Lot 5-A is being donated to a daughter and Lot 5-B is being retained by the applicant.

STAFF REVIEW COMMENTS

Comments sent to Earles and Associates, LLC on 9/5/2024.

1. Add Instr. No. 1060751 to Ref Map#2
2. Revise project fee note by removing "**sewer development and**".
3. '**Maintained**' is misspelled.
4. Add statement by owner dedicating streets, row, servitudes and any public sites for public uses.
5. 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.*
Show/make statement of such on final plat. Plat will not be signed and recorded without this information.

6. Remove "**Proposed**" when submitting for signature.
7. Average Top Bank Width needs to be identified.
8. A 12' Utility Servitude must be dedicated parallel to all road frontage.
9. This is the old 20' driveway servitude that was removed with ref. map
2. Needs to be taken off map.
10. 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.

The following spoke:

- 1 – John Vernon
- 2 – Adrian Polk

Both were concerned about the existing 30' private servitude of passage being extended. Surveyor stated it is existing and not being extended.

Public hearing was closed.

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

XII. Old Business

A. Pelican Point Golf Community – Full DIS Scope

At this time Commissioner Villa recused himself from the discussion on this agenda item.

STAFF COMMENTS

At the January 9, 2019, Planning Commission meeting, a requirement was placed on this development that comprehensive Traffic and Drainage studies be provided prior to any further map revisions or preliminary plat submittals. This requirement was reinforced by the Commission again at the February 14, 2024, meeting. As a specific scope was not offered by the Commission, staff, in conjunction with the ERA, set forth a scope for the DIS in a letter sent to the developer on April 9, 2024 (included as ***Attachment 'A'***). The developer's consultant offered a revised scope (included as ***Attachment 'B'***). Staff feel that since this was a Planning Commission

requirement, there should be discussion, and a decision made by the Commission on the final scope.

Mr. Corey Blanchard with Quality Engineering & Surveying, LLC was present representing the developer to explain the Pelican Point Drainage Evaluation Scope.

Commission Action: Moved by Mr. Nicholas Miller, seconded by Mr. Julio Dumas, to accept the Pelican Point Evaluation Scope outlined in the letter submitted by Quality Engineering & Surveying, LLC. Motion was approved by the following roll call vote:

YEAS: Michele Unitas, Nicholas Miller, Max Nassar, Wade Schexnaydre, Randy Clouatre, Jr., Julio Dumas

NAYS: None

ABSTAINED: Mark Villa

ABSENT: None

(6) Yeas; (0) Nays; (1) Abstained; (0) Absent and motion carried.

XIII. Adjourn

A motion was made by Mr. Wade Schexnaydre, seconded by Mr. Max Nassar, the meeting adjourned at 6:32 p.m.

Max Nassar, Chairman

April 9, 2024

Mr. Eric Poche
Ascension Parish Planning Commission
P.O. Box 1659
Gonzales, LA 70707

**RE: PPGC Full DIS
Drainage Impact Study Scope**

Mr. Poche:

The ERA and Ascension Parish Staff have reviewed the subject project and determined the Drainage Impact Study scope per request from the Planning Commission. This scope has been discussed with the Applicant, and is summarized below:

1. Survey Existing Drainage Features: Assess all drainage elements on-site, including ponds, outfall structures, subsurface networks, and ditches.
2. Drainage Impact Analysis: Evaluate current drainage performance based on the site survey.
 - a. Compare with Previous Study: Identify deficiencies between current conditions and the proposed plan from a previous study.
 - b. Revised Build-Out Plan: Develop a revised plan addressing deficiencies found in the analysis for effective drainage management across the development.
3. Limits of study will be proposed to Panama Canal
4. Plantation Commons (PPGC 14th Filing) can proceed as a separate, independent DIS based on the review comments provided on January 5th, 2024.
 - a. This phase should still be accounted for in the PPGC Full DIS.

Should you have any questions or comments, please do not hesitate to contact me at (225) 769-0546.

Sincerely,

CSRS
Engineer Review Agency for the Ascension Parish Planning Commission



Shaun Sherrow, P.E., PMP

CC: Jeff Diamond, PLS, Quality Engineering & Land Surveying, LLC



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August 30, 2024

Shaun Sherrow
CSRS Inc.
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Baton Rouge, LA 70809

RE: Pelican Point Drainage Evaluation Scope

Mr. Sherrow,

Quality Engineering & Surveying, LLC (QES) has been commissioned to perform a drainage evaluation of the existing Pelican Point Development as requested by Ascension Parish. QES has not been made aware of any deficiencies or unintended inundation related to the stormwater system within the development. It is my understanding that the purpose of the evaluation is to analyze the system and compliance with the original design intent as described in the drainage study prepared by Ferris Engineering & Surveying, LLC.

As the original study was performed by others approximately 20 years ago, it would be extremely challenging to perform a complete analysis that would align with the results of the approved study. For these reasons, we are proposing to analyze the critical elements of the system that are more easily quantified for comparison purposes.

The first element would be to determine the intended storage required by the approved drainage impact study. QES will review available information for all developed portions of the subdivision to determine the cumulative storage required. A topographic survey will be performed to determine the storage currently provided by the development to ensure it meets or exceeds the intended storage for the system to operate in compliance with the approved study.

The second element of the system that is proposed to be analyzed is the outfall control structures. All available information will be reviewed to evaluate the intended control structure types, sizes, elevations, and construction. A topographic survey will be conducted to ensure outfall control structures are operating as intended.

Lastly, all conveyances from the system's outfall structures to the point of discharge from the site will be evaluated. QES will review available design information in comparison to topographic survey of existing conditions to evaluate their performance and determine if any improvements are warranted.

This drainage evaluation would not include analysis of internal conveyance systems upstream of storage systems. It is our belief that the internal conveyance components outside of those previously listed would not pose any significant impact to the watershed. If there are any specific instances of unintended inundation of roadway or structures, QES proposes they be analyzed individually and not a part of this evaluation.

The internal storage, controlled release, and conveyances to the discharge from the development are critical to the operation of the system. Verification of the function of these elements will provide





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sufficient information to determine if the system is functioning in accordance with the approved drainage study. Please confirm that this approach will be acceptable.

Sincerely,

Corey Blanchard, PE
Quality Engineering & Surveying, LLC



ATTACHMENT C

<i>October, 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-1st Filing-Magnolia Ridge	End of Industriplex Ave. approx. 1,350' North of LA Hwy 30	18	6/12/2024			Preliminary Plat Approved- 6/12/2024	Repair/widen Industriplex, Dir. review lots 1&2 for alleys, asphalt	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		Quality Engineering& Surveying	Lynn Levy, LLC	Yes
Gateway Farms	S Side-LA 74, E of I-10 at end of Fauchaux Rd.	85				Preliminary Plat Submitted- 5/15/2024		Quality Engineering& Surveying	KD Development Group	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