

**Mayor**  
Ray Bourque  
mayorbourque@broussardla.com  
www.cityofbroussard.com



**Broussard Planning and Zoning Commission Meeting**  
416 East Main Street  
Broussard LA 70518  
Thursday, January 13, 2022  
6:00 p.m.

**Council:**  
Angel Racca - District I  
David M. Bonin - District II  
Jesse Regan - District III  
Michael Rabon - District IV  
Kenny Higginbotham - District V  
Ray Gary - District VI  
Jeff Delahoussaye - At Large

**Agenda**

- 6:00 p.m. – 6:01 p.m. 1. Meeting called to order  
6:02 p.m. – 6:05 p.m. 2. Pledge of Allegiance and Silent Prayer  
6:05 p.m. – 6:10 p.m. 3. Adopt the minutes of the Thursday, December 9, 2021

**Broussard Planning Commission**

- 6:05 p.m. – 6:10 p.m. 1. ACTP Rentals LLC –Jefferson Street at Madison Street Lot 1 is an existing commercial use. Lot 2 is being proposed to be used as residential - 9 townhouse units. Commercial/Residential Use.

**Broussard Zoning Commission**

No new business

**Adjourn**

- 6:10 p.m. 1. Adjournment

**Mayor**  
Ray Bourque  
mayorbourque@broussardla.com  
www.cityofbroussard.com



**Council:**  
Angel Racca - District I  
David M. Bonin - District II  
Jesse Regan - District III  
Michael Rabon - District IV  
Kenny Higginbotham - District V  
Ray Gary - District VI  
Jeff Delahoussaye - At Large

Minutes of the Broussard Planning Commission Meeting Held on  
Thursday, December 9, 2021

**Members Present**

David Forbes, Brad Hamman, Teddy Eastin, Craig Kimball, Adam Mouton

**Members Absent**

Russell Trahan

**Other Present**

Sarah Hebert, BPC Clerk  
Walter Comeaux III, Comeaux Engineering  
Ben Theriot, Flood Plain Administrator,  
Mayor Ray Bourque  
Kye Cantau, DDG  
Brooke Smith, Spec Engineering  
Callie Laviolette, Executive Assistant to the Mayor  
Walter Comeaux, IV- Comeaux Engineering

Brad Hamman called the meeting to order.

Brad Hamman opened the Meeting with the Pledge of Allegiance followed by a Silent Prayer.

Teddy Eastin moved to adopt the minutes of the Thursday, November 11, meeting.

Second by David Forbes

Discussion

Question Craig Kimball

Roll Call:

David Forbes, Yes- Brad Hamman, Yes -Teddy Eastin, Yes- Craig Kimball, Yes -Adam Mouton, Yes

**Patel Property Albertson Parkway**

Recommendations as per Review by Walter Comeaux, III – Comeaux Engineering & Consulting.  
General Comments (Not Subject to Waiver)

1. This proposed subdivision is to create a single 2.975 Residential Lot.
2. This property is located in FEMA Zone A (within the 100- year floodplain).

3. City ordinances require that the Finished Floor elevation of the structures be a minimum of 12" above the centerline of the road fronting the structure and a minimum of 12" above the Base Flood Elevation (the greater of the two).
4. The developer is solely responsible to provide water and sewer service to the point of service of the lot.
5. No determination has been made at this time as to the downstream capacity of the city sewer system. The developer may be required to participate in infrastructure improvements with regard to the city's ability to accept sewer flows from the proposed development.
6. Hydrant placement within the development shall be acceptable to the Broussard Fire Department.
7. This development is subject to the current Stormwater Management Ordinance.
8. Construction plans, Specifications & Drainage Impact Analysis shall be submitted to the City for review. The Proposed development shall be required to be constructed to City of Broussard Requirements.
9. Place a Note on the plat the City Ordinances do not permit fences to be placed within or across City servitudes.
10. Sidewalks are required within residential subdivisions and may be constructed at the time that the residence is constructed. Certificates of Occupancy will not be issued until such time that the sidewalks are constructed.
11. Provide a 15' Sidewalk, Drainage & Utility Easement along Albertson Parkway.

Please note, this review is to determine general conformance with City of Broussard Requirements and does not constitute a certification by myself. This review in no way relieves the Surveyor of Record/Engineer of Record from his professional responsibilities.

Brooke Smith – stated there are plans to put town houses on this property.

This plat is being approved as the single lot only tonight. It will have to come back to the Planning Commission when the layout is complete.

Craig Kimball moved to approve this plat contingent upon the above recommendations being met, as the single lot only, with the understanding it is to be brought back to the Planning Commission once the layout is complete.

Second by David Forbes

Question Teddy Eastin

Roll Call:

David Forbes, Yes- Brad Hamman, Yes -Teddy Eastin, Yes- Craig Kimball, Yes -Adam Mouton, Yes

**Adam J Mouton- South Bernard Road**

Requirements as reviewed by Shawn Macmenamin with DDG

Address must be provided.

These are the minimal requirements which must be provided for the acceptance of an application. By no means are these the only requirements for plat approval.

Kye Cantau with DDG recommends this plat be approved.

Adam Mouton stated he will abstain from Voting as this is his property

David Forbes moved to approve this plat.

Second by Teddy Eastin

Question – Craig Kimball.

Roll Call:

David Forbes, Yes- Brad Hamman, Yes -Teddy Eastin, Yes- Craig Kimball, Yes -Adam Mouton, Abstain

Adam Mouton wanted for the record that the ditch shown on this plat was put by the cane farmers and does not want this ditch to affect the sale of the property.

This Ditch is not listed as an easement - plus whomever builds will have to provide a drainage study.

Walter Comeaux stated that a Certification Requirement all items at the time of a survey must be shown on the plat.

**Adjourn**

Craig Kimball moved to adjourn this meeting

Second by David Forbes

Question Teddy Eastin

Roll Call:

David Forbes, Yes- Brad Hamman, Yes -Teddy Eastin, Yes- Craig Kimball, Yes -Adam Mouton, Yes



P.O. Box 452  
601 East Second Street  
Broussard, Louisiana 70518

Phone: (337) 837-2210  
Fax: (337) 837-2217

Email: [walt@comeauxengineering.com](mailto:walt@comeauxengineering.com)

# COMEAX

ENGINEERING & CONSULTING

Walter S. Comeaux, III, P.E., P.L.S.  
Mallory Comeaux Hutchinson, P.E.  
Daniel R. Hutchinson, P.E.  
Walter S. Comeaux, IV, P.E.  
Trevor Evans, L.S.I.

December 22, 2021

Ms. Sarah Hebert  
City of Broussard  
310 East Main Street  
Broussard, Louisiana 70518

Re: Jefferson Street  
Residential Development  
2021002 038

Dear Ms. Hebert:

We have reviewed the above referenced plat and offer the following comments:

#### GENERAL COMMENTS (Not Subject to Waiver)

1. This proposed subdivision is to divide a 0.57acre tract into 9 residential (townhome) lots.
2. This property is located in FEMA Zone X (outside of the 100-year floodplain).
3. City ordinances require that the Finished Floor elevation of the structures be a minimum of 12" above the centerline of the road fronting the structure.
4. Provide metes and bounds for each townhome lot and adequate information to describe common areas.
5. Parking for this development utilizes 90-degree parking with half of the parking spot within the public right of way. Ninety-degree parking is not permissible due to safety concerns and any parking utilizing public rights of way will be considered public parking. Further, city ordinances require two (private) parking spaces per unit, this development would therefore be required to provide 18 private parking spaces.
6. A Louisiana Department of Health permit is required prior to commencement of construction.
7. The developer is solely responsible to provide water and sewer service to the point of service of each lot.
8. No determination has been made at this time as to the downstream capacity of the city sewer system. The developer may be required to participate in infrastructure improvements with regard to the city's ability to accept sewer flows from the proposed development.
9. Hydrant placement within the development shall be acceptable to the Broussard Fire Department.
10. This development is subject to the current Stormwater Management ordinance.

11. Construction plans, Specifications & Drainage Impact Analysis shall be submitted to the City for review. The proposed development shall be required to be constructed to City of Broussard Requirements.
12. Place a note on the plat that City Ordinances do not permit fences to be placed within or across City servitudes.
13. Sidewalks are required within residential subdivisions and may be constructed at the time that the residence is constructed. Certificates of Occupancy will not be issued until such time that the sidewalks are constructed.

#### WAIVERS REQUESTED FROM THE COMMISSION

1. The developer is requesting a rear setback of 3' rather than the typical 5' rear setback it is not recommended that this waiver be granted due to building code and drainage concerns.
2. The developer is requesting a 0' side setback rather than the typical 5'. Because this is a townhome development this request is in order.

Please note, this review is to determine general conformance with City of Broussard requirements and does not constitute a certification by myself. This review in no way relieves the Surveyor of Record/Engineer of Record from his professional responsibilities.

Should you have any questions regarding this matter feel free to contact our office.

Sincerely,



Walter S. Comeaux, III, PE, PLS

Cc: Mayor Ray Bourque  
Mel Bertrand City Manager/Director of Public Works  
Ben Theriot, Flood Plain Administrator



**Mayor**

Ray Bourque

mayorbourque@broussardla.com

www.cityofbroussard.com

**Council:**

Angel Racca - District I

David M. Bonin - District II

Jesse Regan - District III

Michael Rabon - District IV

Kenny Higginbotham - District V

Ray Gary - District VI

Jeff Delahoussaye - At Large

Tuesday, December 7, 2021

TO: Various Property Owners Adjacent to Section 28, T10S, R5E  
Nearest intersecting street(s): Jefferson Street and East Madison  
Re: Commercial and Residential

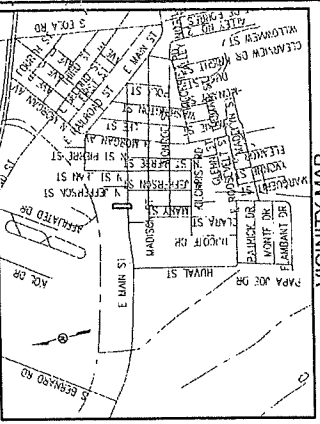
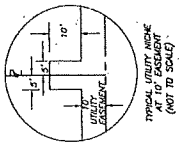
The Broussard Planning Commission dictates, that the adjoining property owner(s) be notified when a property is subdivided or re-subdivided or when a boundary line adjustment is made.

ACTP Rentals LLC is subdividing this property. This will be used as Residential/Commercial. The Planning Commission will review the preliminary maps on Thursday, January 13, 2022, in the City Council Chambers, located at 416 East Main Street, Broussard, LA 70518 at 6:00 p.m.

Sincerely,

Sarah Hebert, Clerk  
Broussard Planning Commission

Enclosure



**LEGEND:**

- STREET R/W EASEMENT
- LIMITS OF DEVELOPMENT
- LOT NUMBER
- LOT ADDRESS

**IMPROVEMENT NOTES:**

- STREETS
- STREETS
- WATER
- SEWER
- TELEPHONE
- SUBSTANTIAL

**TYPE OF IMPROVEMENTS:**

- TOTAL NUMBER OF LOTS
- TOTAL AREA OF LOTS
- AREA OF LOTS
- AREA OF LOTS
- TOTAL AREA OF DEVELOPMENT

**REFERENCE PLATS:**

1. MAP SHOWING LOTS BETWEEN MADISON & MAIN STREETS, WEST OF PLAT IN BRUSSARD, LA PREPARED BY CH. CARROLL, APRIL 9, 1946.
2. PLAT SHOWING ADJACENT LOTS LOCATED AT THE CITY OF BRUSSARD, LA, PREPARED BY JOHNATHAN BOURGEOIS DATED NOVEMBER 9, 2017.

**FLOOD NOTE:**

THIS PROPERTY IS LOCATED IN ZONE X UNSHADDED AREAS DETERMINED TO BE OUTSIDE 500-YEAR FLOOD-PAINING. AS SHOWN ON THE FLOOD MAP FOR LAZARTE PARISH, LOUISIANA, MAP NO. FAZ200500000, DATED DECEMBER 21, 2016.

**LEGAL:**

THAT CERTAIN PARCEL OF LAND SITUATED IN SECTION 28, TOWNSHIP 10 SOUTH, RANGE 2 EAST, CITY OF BRUSSARD, PARISH OF BRUSSARD, LOUISIANA, CONTAINING .58 ACRES OF LAND, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE INTERSECTION OF THE SOUTHERLY RIGHT OF WAY LINE OF W. MAIN ST. (APPARENT 60' R/W) AND THE WESTERLY RIGHT OF WAY LINE OF S. JEFFERSON ST. (APPARENT 40' R/W), ALSO KNOWN AS THE POINT OF COMMENCEMENT (POC) AND THE POINT OF BEGINNING (POB);

THENCE SOUTH 12°29'41" WEST A DISTANCE OF 134.09 FEET;

THENCE NORTH 77°30'00" WEST A DISTANCE OF 74.92 FEET;

THENCE NORTH 12°29'49" EAST A DISTANCE OF 188.89 FEET;

THENCE SOUTH 77°30'00" EAST A DISTANCE OF 74.92 FEET TO POINT OF BEGINNING (POB).

**OWNER/DEVELOPER:**

JEFFERSON STREET DEVELOPMENT  
700 N. JEFFERSON ST.  
BRUSSARD, LA 70609-6159

**PRELIMINARY PLAT OF**

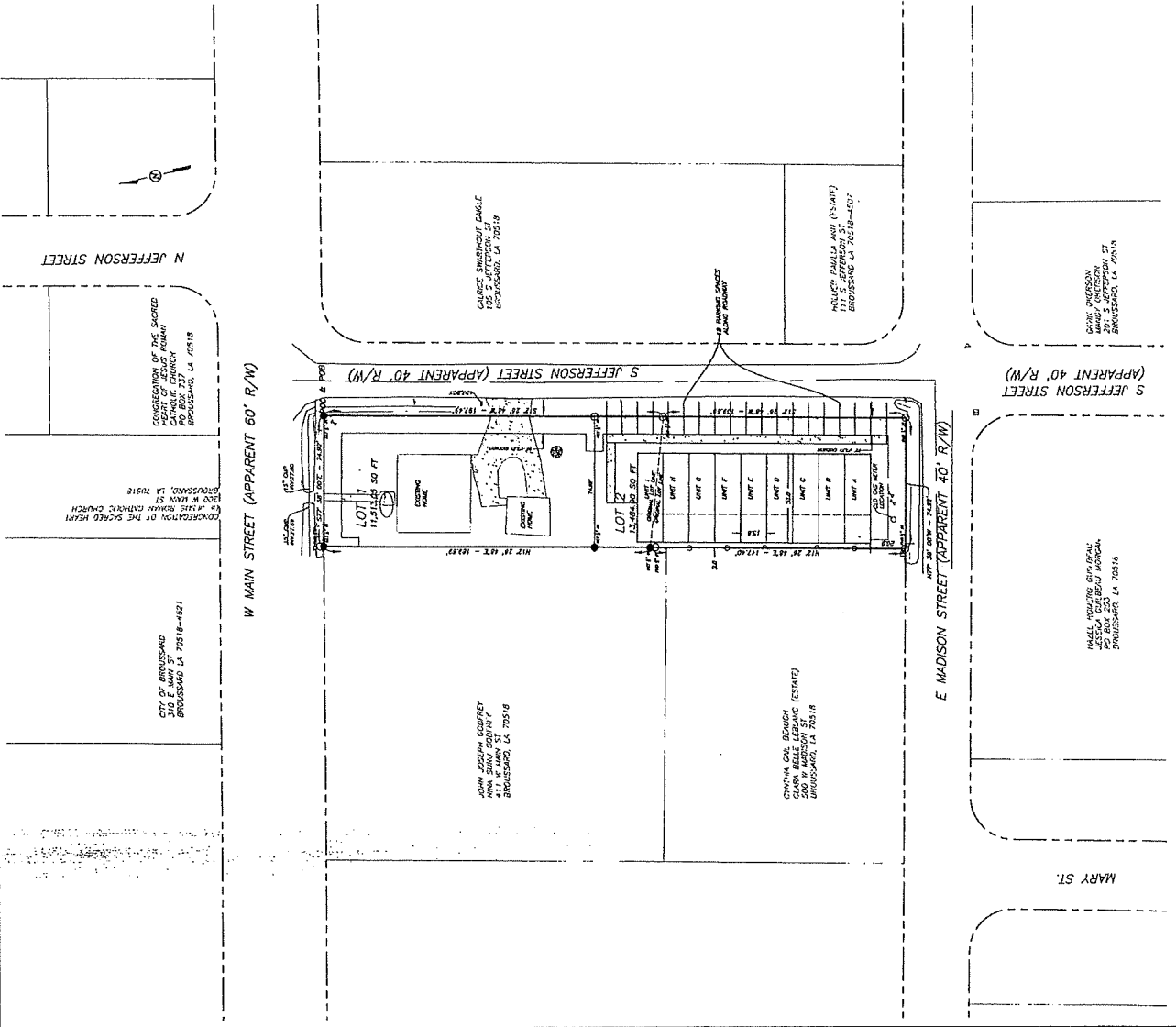
**JEFFERSON STREET DEVELOPMENT**  
"A" COMMERCIAL & RESIDENTIAL DEVELOPMENT  
LOCATED IN SECTION 28, T10S, R5E  
CITY OF BRUSSARD, LAZARTE PARISH, LOUISIANA

DATE OF PLAT:  
DECEMBER 2, 2021

**PM PAUL L. MIERS ENGINEERING, LLC**  
LAND SURVEYORS  
CIVIL ENGINEERS  
104 N. JEFFERSON ST., SUITE 24  
BRUSSARD, LA 70609-6159

SCALE: 1" = 30'  
BPN, ACC  
SPN, D  
DWC

DATE	DESCRIPTION	BY



CITY OF BRUSSARD  
510 E MAIN ST  
BRUSSARD, LA 70609-4821

CONGREGATION OF THE SACRED HEART  
1302 W MAIN ST  
BRUSSARD, LA 70618

CONGREGATION OF THE SACRED HEART  
PO BOX 237  
BRUSSARD, LA 70618

W MAIN STREET (APPARENT 60' R/W)

S JEFFERSON STREET (APPARENT 40' R/W)

E MADISON STREET (APPARENT 40' R/W)

S JEFFERSON STREET (APPARENT 40' R/W)

N JEFFERSON STREET

JOHN JOSEPH COURNEY  
ANNA BANG COOPER P  
BRUSSARD, LA 70618

GARAGE SWAPSTOUT CANAL  
195 S JEFFERSON ST  
BRUSSARD, LA 70618

CHYNNA COLE BEAUDRY  
CLARA BELLE LEBLANC (ESTATE)  
BRUSSARD, LA 70618

MELVIN, EMILIA AND (ESTATE)  
111 S JEFFERSON ST  
BRUSSARD, LA 70618-4507

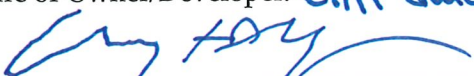
HALL, WALTER JIMMIE  
PO BOX 223  
BRUSSARD, LA 70618

JOHN JOSEPH COURNEY  
ANNA BANG COOPER P  
BRUSSARD, LA 70618

MARY ST.



Broussard Planning Commission  
Application for Plat Approval

Plat Name:	Jefferson Street Development
Location (Sec., Township, Range):	Sec 28, T10S, R5E
Nearest Intersecting Street (& Distance To):	Jefferson Street & E. Madison
Proposed Number of Lots:	2 Lots & 9 Units
Total Acreage (Three Decimal Places):	.58 acres
Proposed Use:	Commercial & Residential
Owner/Developer:	ACTP Rentals LLC
Address:	433 Langlunais Rd Youngsville 70592
Phone:	337-962-3274
Fax:	
Authorized Agent:	SLA
Address:	
Phone:	
Fax:	
Registered Engineer/Land Surveyor:	Travis P Laurent/Paul L. Miers Engineering, L.L.C.
Address:	104 Westmark Boulevard, Lafayette, LA 70506
Phone:	337-981-7792
Fax:	337-981-7797
<p>I hereby certify that all information contained herein is true and correct to the best of my knowledge. *****</p> <p>I further certify that I either own the property described above or have legal power of attorney to request subdivision approval. *****</p> <p>Furthermore, by signing this, I acknowledge that NO type of Construction, Dirt Work, ETC. may begin on subdivision until final review by City's appointed Engineer and Final Approval by Broussard Planning has been granted. *****</p>	
Signature of Owner/Developer: <b>Cliff Gundry</b> 	Date: 12/7/21