Minutes of the Broussard Planning and Zoning Commission Meeting

Held on Thursday, June 8, 2023

**Members Present**

Brad Hamman, Craig Kimball, Teddy Eastin, Alton Pitre, Keith Rousseau

**Members Absent**

Russell Trahan

**Others Present**

Sarah Hebert, BPC Clerk

Walter Comeaux, III – City Engineer

Ben Theriot – Floodplain Administrator

Oscar Reed - Attorney

Shawn Macmenamin- P.L.S. DDG

Trevor Evans - Comeaux Engineering

Scot and Dana Simon-property owners

Lee Martin Jr – Property Owner

Stephen Girouard – Property Owner

Tradd Trahan – Stillwater Development

Lonnie Hotard Property Owner

Various Adjoining Property Owners.

Callie Laviolette - CAO

Brad Hamman called the meeting to order.

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

Alton Pitre Moved to adopt the minutes of the May 11, 2023, Planning Commission meeting.

Second by Teddy Eastin

Question Brad Hammans

Roll Call:

Brad Hamman, Yea- Craig Kimball, Yea - Teddy Eastin, Yea - Alton Pitre, Yea - Keith Rousseau, Yea

**Planning Commission**

**Lee Martin, Jr. Old Town Overlay District – New Garage**

**Report prepared by Walter Comeaux III – Comeaux Engineering**

This report, issued by the City of Broussard, is to determine general conformance with City requirements and does not constitute a certification by the City.

The owner of this property purposes to tear down a detached accessory building and reconstruct it.

Typically, this type of accessory would not require an approval of the Planning Commission, however, the proposed accessory building is larger than the existing structure and thus triggers the ordinance.

It is our opinion that the increased size of the building will have no significant impact to the surrounding area.

Based on our review, it is our opinion that this submission be approved by the Commission.

Moved by Alton Pitre

Second by Keith Rousseau

Question Brad Hammans

Roll Call:

Brad Hamman, Yea- Craig Kimball, Yea - Teddy Eastin, Yea - Alton Pitre, Yea - Keith Rousseau, Yea

**Cypress Ridge LLC Partition**

As reviewed by Shawn Macmenamin PLS – DDG

1. Need address added to Lot 31-A

Moved by Keith Rousseau

Second by Craig Kimball

Question Brad Hammans

Roll Call

Brad Hamman, Yea- Craig Kimball, Yea - Teddy Eastin, Yea - Alton Pitre, Yea - Keith Rousseau, Yea

A brief discussion was held by Margaret Hebert and David Labbe – Adjoining Property Owners about being land locked now that this subdivision has been created. Mr. Labbe stated they had a verbal agreement with the previous landowners for passage.

Keith Rousseau – The planning commission has no authority to comment on this.

**Garber Road Development**

As reviewed by Walter Comeaux, III – Comeaux Engineering

**General Comments (Not subject to Waiver)**

1. This proposed development is a 15.050- acre tract. The developer proposes to construct a 54 lot Single Family Residential Subdivision.
2. This property is located in FEMA Zone X (outside of the 100-year floodplain) and FEMA Zone A 9 (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 or 12” above the Base Flood Elevation whichever is greater.
4. A Louisiana Department of Health permit is required prior to commencement of construction.
5. The developer is solely responsible for providing water and sewer service to the point of service of each unit.
6. No determination has been made at this time as to the adequacy of the city water infrastructure regarding fire flows or domestic water needs. The developer may be required to participate in infrastructure improvements with regard to the city’s ability to provide acceptable water service to the development. The developer may also be required to provide additional onsite infrastructure to ensure that the City’s fire rating is not impacted in a negative way.
7. 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.
8. Hydrant placement within the development shall be acceptable to the Broussard Fire Department.
9. This development is subject to the current Stormwater Management ordinance. Construction plans, Specifications & Drainage impact Analysis shall be submitted to the City for review. The proposed development shall be required it to be constructed to City of Broussard Requirements.
10. Place a note on the plat that City Ordinances do not permit fences to be placed within or across City servitudes.
11. 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.
12. Provide 20’ width for CA2, CA3, & CA4.

**STREET AND ACCESS COMMENT**

1. Provide an additional 10’ of right of way on Garber Road.
2. Provide a 15’ sidewalk, drainage, and utility easement along Garber Road.
3. Provide 25’ fillets at R/W intersection of the proposed road and Garber Road.
4. The developer shall be required to submit street names for all unnamed streets that are acceptable to the Lafayette Parish Communications District.
5. The developer shall assign municipal numbers acceptable to the City of Broussard for each lot.
6. The developer should provide a location for a mail kiosk.
7. The length of the street exceeds the maximum dead-end length allowed in the subdivision regulations; we recommend a waiver of this.

**DESIGN REVIEW**

The City does not perform partial design reviews or issue partial approvals. Due to the interrelation of all design elements necessary to construct a subdivision a complete design package submission is required prior to the commencement of the design review process. It is the responsibility of the Engineer/Architect of record to provide the complete design packet to the city. This packet shall include, at a minimum, the following items:

1. Construction Plans & Specifications along with a written certification that the submission is in conformance with City Ordinances and requirements.
2. Drainage Impact Analysis along with a written certification that the analysis was performed in accordance with City Ordinances. A further written certification shall be required stating that in construction of the proposed subdivision will have no “adverse or measurable negative impact to drainage within the area.”
3. State Law requires that prior to commencement of construction of water and sewer infrastructure a permit is required from the Louisiana Department of Health. A copy of design review packet. A copy of the LDH Permit shall be required prior to commencement of construction of the water and sewer infrastructure.
4. Copy of Driveway Permit Application, if applicable, for projects connecting to State Highways.
5. Copy of Utility Permit Application, if applicable, for projects requiring utility work within state Highway rights-of-way.
6. Copy of Notice of Intent filed with LDEQ.
7. Copy of Request for Preliminary Determination to LDEQ for those developments contemplating the installation of a Package Sewerage Treatment Plant.
8. Traffic Impact Analysis if required.

**OTHER CONSIDERATIONS**

It is assumed that the developer is responsible for the construction of all infrastructure improvements necessitated by construction of the development. City Participation in infrastructure improvements shall require City Council Approval.

**Scot Simon** – Has the property east of the development – We just want to make sure that the storm water does not get blocked. We also have a request for a privacy fence to be put up as we have horses on our property.

**Tradd Trahan** –first in reply to Mr. Simon- the common area- small retention pond will direct water to the larger detention in the rear of the development.

We are accepting all comments made by of this review. The waiver of the length of the road is requested only because of the width of lots.

About the fence – we do not have a full contract with the HOA – or who the builder will be, we will take a look at it.

**Lonnie Hotard- South Property Owner**

I will have headlights shining into my house all hours of the night as the road lines up directly with the front of my home.

I oppose the request for the waiver, or possibly put a fence up in the front of my house.

**Tradd Trahan**

The Center line of road may shift.

**Kathryn Sagaert –** I own the property to the West of the development. Who will maintain the common areas? The back part of that property slopes. I also wondered about fencing as I have horses.

Walter Comeaux III – We do not have problems with maintenance on, maintaining ponds for subdivisions. If there is a problem Ben Theriot is our compliance guy. Give him a call.

Scot Simon also questioned if a fence will be put up to catch the trash so that it does not blow into their property when construction is going on.

Moved by Teddy Eastin contingent upon above conditions being met and working on the road placement and waiver for length.

Second by Craig Kimball

Question Brad Hamman

Roll Call:

Brad Hamman, Yea- Craig Kimball, Yea - Teddy Eastin, Yea - Alton Pitre, Yea - Keith Rousseau, Yea

**Adjournment of the Planning Commission**

Moved by Craig Kimball

Second by Keith Rousseau

Question Brad Hammans

Roll Call

Brad Hamman, Yea- Craig Kimball, Yea - Teddy Eastin, Yea - Alton Pitre, Yea - Keith Rousseau, Yea

**Zoning Commission**

Moved by Craig Kimball to open the Zoning Commission

Second by Teddy Eastin

Question Brad Hammans

Roll Call

Brad Hamman, Yea- Craig Kimball, Yea - Teddy Eastin, Yea - Alton Pitre, Yea - Keith Rousseau, Yea

Introduction of the Revised Zoning Maps F-8 and G-8 and F-9 With Portions of North Girouard Road as Light Industrial and Merlene Drive and Vida Drive and Frances Drive as Community Commercial

Moved by Keith Rousseau to present these maps to City Council for the portions of the maps to be zoned as Community Commercial and Light Industrial as shown on the maps.

Second by Alton Pitre

Question Brad Hammans

Roll Call

Brad Hamman, Yea- Craig Kimball, Yea - Teddy Eastin, Yea - Alton Pitre, Yea - Keith Rousseau, Yea

**Adjourn**

Moved by Keith Rousseau to Adjourn this meeting.

Second by Craig Kimball

Question Brad Hammans

Roll Call

Brad Hamman, Yea- Craig Kimball, Yea - Teddy Eastin, Yea - Alton Pitre, Yea - Keith Rousseau, Yea