

**MINUTES  
PLANNING COMMISSION  
CITY OF ZACHARY**

**Monday, January 4, 2021**

**6:30 PM**

Members Present: Ms. Laura Freeman, Mr. Robert Snowden, Mr. William Kline, Mr. James Paey, Mr. Chris Hilton, Mr. Scott Reitzell

Members Absent:

Also Present: Mr. Marlon Lemond – Planning and Zoning/ Floodplain Manager  
Steve Villavaso- Villavaso and Associates, Mr. Fred Neal – Villavaso and Associates, Mr. LT Dupre Planning and Zoning attorney

A regular meeting of the Zachary Planning Commission was held February 1, 2021 at 6:30 pm in the New City Hall. A quorum was present.

Commissioner Kline offered the invocation and Pledge of Allegiance.

**CHANGES/ADDITIONS TO THE AGENDA**

**Minutes of the previous meeting:**

Commissioner Freeman motioned to approve the minutes of the January 4, 2021 regular meeting. The motion was seconded by Commissioner Hilton and approved by roll call vote.

**Vote: 6 Yeas, 0 Nays, 0 Absent, 0 Abstain**

**Presentation of Delegation: None**

**Announcements:**

Commissioner Kline reminded the board about the mandatory ethics and sexual harassment training that needs to be taken every year. Commissioner Kline also made mention that Commissioner John Dry has resigned and the seat would be filled by the mayor; in addition to Commissioner Snowden and Commissioner Peay's terms expiring.

**Planning**

a. Old Business – None

b. New Business-

1. Final Plat – Fairview Gardens – 2<sup>nd</sup> & 3<sup>rd</sup> Filings

Mr. Lemond presents the item. He states that this is a request for approval of a final subdivision plat for the second and third filings of the Fairview Gardens development. The subdivision filings total 77 lots. The property to be subdivided is zoned RS Residential Suburban. The subject property, a portion of Lots CA-1 and 5-A-1 of the Dr. James T. Perret Estate, is located south of Flanacher Rd near the intersection of Flanacher Rd and Highway 964 at or near 20700-20800 High Plains Drive, in T4S R1W Sect 76. This property was annexed into City Limits in 2017. The Preliminary Plat was approved October 24, 2017 while the Final Plat for the First Filing was approved April 23, 2019 by City Council. Per Sec. 14.203 of the Zachary UDC v

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07/13/2010, approval of the final plat is required for any development or land division projects. The preliminary and final plat submittal requirements are listed in Sec. 14.505 and Sec. 14.506. Staff Recommendation: The staff believes this application satisfies the criteria of the UDC. The staff recommends approval with the following conditions: A. Final approval is contingent upon the final walkthrough and verification of completeness by the Public Works Director before the Public Works director will sign off on the final plat per email dated 4/29/2020. B. Once all of these aforementioned conditions are met, a final plat shall be submitted to the Planning Director for verification of completeness.

Commissioner Kline opened the PUBLIC HEARING at 6:36 pm.

Jeff Wilson of Zachary was present to speak in favor of the Final Plat.

Commissioner Kline closed the PUBLIC HEARING at 6:42 pm.

Commissioner Kline motioned to approve the Final Plat – Fairview Gardens – 2<sup>nd</sup> & 3<sup>rd</sup> Filings contingent on the fire hydrant issue and two high plains issues being resolved. The motion was seconded by Commissioner Snowden and approved by roll call vote.

**ACTION: Motion Approved Vote: 6 Yeas, 0 Nays, 0 Absent, 0 Abstain**

**Report of the City Planner: None**

**Report of the City UDC Consultant: None**

**Report of the Chairman: None**

**Adjournment**

With nothing further to discuss, Commissioner Hilton motioned to adjourn the meeting. The motion was seconded by Commissioner Reitzell and approved by roll call vote. Meeting was adjourned at 6:44 pm.

**ACTION: Motion Approved Vote: 6 Yeas, 0 Nays, 0 Absent, 0 Abstain**

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Lauren Holcombe Recording Secretary

Approved by: \_\_\_\_\_  
Mr. William Kline, Chairman