

MINUTES
ZONING COMMISSION
CITY OF ZACHARY

Monday, September 13, 2021

6:30 PM

A. CALL TO ORDER

Commissioner Kline called the meeting to order at 6:30 p.m., on Monday, September 13, 2021 at the Zachary City Hall located at 4700 Main Street, Zachary, LA

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Commissioner Reitzell

Pledge of Allegiance by Commissioner Kline

C. OPENING PROCEEDURES

1. ROLL CALL

MEMBERS PRESENT

Mindy Slaughter

William Kline

Chris Hilton

Russell Jones

Scott Reitzell

Thomas Scott

ABSENT

Laura Freeman

2. READING OF CITY POLICY RELATIVE TO OPEN MEETINGS

An opportunity for public comment shall be observed before a vote is taken on any agenda item. Once recognized by the presiding officer, the person afforded the floor, shall identify the agenda item upon which he or she wishes to provide comment and shall limit his or her comments to matters that are strictly relevant to that agenda item.

Commentary shall not exceed three (3) minutes per person. No dialogue between Planning and Zoning board members and the public shall be permitted at these meetings, except to clarify the nature of questions and/or comments. The presiding officer reserves the right to limit and/or terminate any commentary when deemed necessary or outside of public decorum.

3. CHANGES/ADDITIONS TO THE AGENDA

The motion was made by Commissioner Kline

The motion was seconded by Commissioner Slaughter

To approve to move item GB2 up on the agenda.

YEAS: Kline, Hilton, Slaughter, Jones, Reitzell, Scott

NAYS: None

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ABSENT: Freeman
ABSTAINED: None

D. READING OF THE MINUTES

1. Approval of minutes of the August 02, 2021, regular meeting and approve them as written.

The motion was made by Commissioner Slaughter

The motion was seconded by Commissioner Scott

To approve the minutes of the August 02, 2021, regular meeting and approve them with corrections as noted.

YEAS: Kline, Hilton, Slaughter, Jones, Reitzell, Scott
NAYS: None
ABSENT: Freeman
ABSTAINED: None

E. PRESENTATION OF DELEGATON

F. ANNOUNCEMENTS

Commissioner Kline reminded everyone to complete their annual training

G. ZONING

a. Old Business

b. New Business

ALTER AGENDA

2. 4524 Virginia Street – Development Plan Approval
Commissioner Kline opened the PUBLIC HEARING at 7:12 p.m. Fred Neal, Villavaso and Associates, LLC was present to introduce the item. Debra Bellingham, 4524 Virginia Street, Zachary, was present to speak in favor of the conditional use permit. Bruce Bellingham, 4524 Virginia Street, Zachary, was present to speak in favor of the item, and David Gaines, Zachary was also present to speak in favor of the Development Plan. There being no one else to speak in favor or against the item Commissioner Kline closed the PUBLIC HEARING at 7:26 p.m.
The motion was made by Commissioner Slaughter
The motion was seconded by Commissioner Hilton
To approve a recommendation 4524 Virginia Street – Development Plan Approval subject to the conditions of the waivers as follows:

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1. The applicant receives a waiver of five parking spaces.
2. The applicant submits an updated development plan with the following information:
 - a. Six parking spaces that meets the standards of the UDC for parking space design.
 - b. One ADA accessible space that meets the standards of the UDC for accessible parking space design
 - c. One loading space that meets the standards of the UDC for loading space design.
 - d. Required garbage collection that meets the standards of the UDC.
3. If approved, this development plan does not grant approval for events in the house and the garage.

YEAS: Kline, Hilton, Slaughter, Jones, Reitzell, Scott

NAYS: None

ABSENT: Freeman

ABSTAINED: None

1. 4524 Virginia Street – Conditional Use Bed and Breakfast

Commissioner Kline opened the PUBLIC HEARING at 7:39 p.m. Fred Neal, Villavaso and Associates, LLC was present to introduce the item. Debra Bellingham, 4524 Virginia Street, Zachary, was present to speak in favor of the conditional use permit. David Gaines, Zachary was also present to speak in favor of the conditional use permit. There being no one else to speak in favor or against the item Commissioner Kline closed the PUBLIC HEARING at 7:42 p.m.

The motion was made by Commissioner Slaughter

The motion was made by Commissioner Reitzell

To approve a recommendation located at 4524 Virginia Street – Conditional Use Bed and Breakfast along with a conditional use alcohol permit contingent upon council approval of the restaurant.

YEAS: Kline, Hilton, Slaughter, Reitzell

NAYS: Jones, Scott

ABSENT: Freeman

ABSTAINED: None

RETURN TO REGULAR ORDER

3. 3705 Truman Street – Conditional Use Manufactured Housing
Commissioner Kline opened the PUBLIC HEARING at 7:47 p.m. Tera Valentine, 2862 King Charles Drive, Baker, was present to speak in favor of the conditional use permit. There being no one else to speak in favor or against the item Commissioner Kline closed the PUBLIC HEARING at 7:50 p.m.

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The motion was made by Commissioner Hilton
The motion was seconded by Commissioner Slaughter
To approve a recommendation located 3705 Truman Street – Conditional Use
Manufactured Housing.

YEAS: Kline, Hilton, Slaughter, Jones, Reitzell, Scott
NAYS: None
ABSENT: Freeman
ABSTAINED: None

4. 4001 Moss Trail Drive – Conditional Use Home Based Business
Commissioner Kline opened the PUBLIC HEARING at 8:02 p.m. Loron White, 4001
Moss Trail Drive, Zachary was present to speak in favor of the conditional use permit.
Ken Wicker, 4128 Lake Pointe, Zachary, was present to represent the Lake Pointe
Subdivision HOA and explained opposition of the conditional use home-based business.
There being no one else to speak in favor or against the item Commissioner Kline closed
the PUBLIC HEARING at 8:17 p.m.

The motion was made by Commissioner Scott
The motion was seconded by Commissioner Slaughter
To Table a recommendation 4001 Moss Trail Drive – Conditional Use Home Based
Business.

YEAS: Kline, Hilton, Slaughter, Jones, Reitzell, Scott
NAYS: None
ABSENT: Freeman
ABSTAINED: None

H. REPORT OF THE CITY PLANNER

I. REPORT OF THE CITY UDC CONSULTANT

J. REPORT OF THE CHAIRMAN

K. ADJOURNMENT

The meeting adjourned at 8:18 p.m.

Dana LeJeune Recording Secretary

Approved by: _____
Mr. William Kline, Chairman