

**MINUTES OF THE
WEST BATON ROUGE PARISH
PLANNING AND ZONING COMMISSION
880 North Alexander Avenue, Port Allen
Tuesday, December 5, 2023
5:30 PM**

The Following Minutes Are Summarized For Brevity, For Precise Meeting Information Please Refer To Meeting Audio Or Video.

ZONING

1. **CALL TO ORDER**

A Regular Meeting of the West Baton Rouge Parish Zoning Commission was held on Tuesday, December 5, 2023 and called to order at 05:30 PM.
2. **SILENCE ALL CELL PHONES AND ELECTRONIC DEVICES**

Vice Chairman Todd Plauche asked that all electronic devices be placed silent.
3. **PLEDGE OF ALLEGIANCE AND OPENING PRAYER**

Commissioner Green led everyone in an opening prayer, followed by Commissioner Vallet who led everyone in the Pledge of Allegiance.
4. **ROLL CALL**

The following members were recorded as being present: Sidney Blanchard, Ray Rivet, Joycelyn Green, Todd Plauche, Russell Vallet, Justin Brown.

Absent: Alfreda Jackson, Gary Leblanc

Also, present were, Mr. Kevin Durbin, Public Works Director, Mrs. Mallorie Davis, Secretary.
5. **APPROVE MINUTES OF PREVIOUS MEETING**
 - A. **APPROVE MINUTES FROM NOVEMBER 7, 2023.**

A motion was made by Russell Vallet, seconded by Joycelyn Green to approve minutes from November 7, 2023.

The vote was recorded as follows:

YEAS: 6 (Sidney Blanchard, Ray Rivet, Joycelyn Green, Todd Plauche, Russell Vallet, Justin Brown)
NAYS: 0 (None)
ABSENT: 2 (Alfreda Jackson, Gary Leblanc)
ABSTAIN: 0 (None)

As a result of the votes, the motion **Passed**.
6. **CORRESPONDENCE:**

Vice Chairman Plauche recognized Mrs. Davis, who read into record the letter of resignation from Chairman Curtis Ducote. Vice Chairman Plauche stated, Mr. Ducote will be missed.
7. **PUBLIC HEARING:**
 - A. **An Ordinance To Amend And Reenact The West Baton Rouge Parish Code Of Ordinances, Part III (“Unified Development Code”), Chapter 102 (“Planning”), Article III (“West Baton Rouge Master Plan: Planwest”), Section 102-41 (“Adoption”) To Provide For The Adoption Of The Parish’S Decennial, Major Master Plan Update.**

The Vice Chairman opened a public hearing for the purpose of receiving comment regarding the aforementioned item. Mr. Kevin Durbin was recognized, he expressed his gratitude for the time served by Mr. Ducote on the Commission. He then briefed the Commission on the recent training that took place over the weekend. The training was sponsored by CRPC and taught by Mr. Steve Villavaso, who was also present to represent the aforementioned item. Mr. Durbin turned the meeting over to Mr. Steve Villavaso and his team, Fred Neal and Ellis Combes. Each person presented changes that were made to the Master Plan. There was discussion as to: an accessible public land use map, roundabouts, graphics, goals via placeholders, and future changes made by resolutions. Commissioner Brown and Plauche both agreed they would like more time to review the Master Plan over the holidays. No public comments for or against said ordinance were presented. No written protests opposing the ordinance were received. The Vice Chairman at this point declared the Public Hearing closed.

A motion was made by Justin Brown, seconded by Ray Rivet to **table until January 3, 2023**, An Ordinance To Amend And Reenact The West Baton Rouge Parish Code Of Ordinances, Part III (“Unified Development Code”), Chapter 102 (“Planning”), Article III (“West Baton Rouge Master Plan: Planwest”), Section 102-41 (“Adoption”) To Provide For The Adoption Of The Parish’S Decennial, Major Master Plan Update.

The vote was recorded as follows:

YEAS: 6 (Sidney Blanchard, Ray Rivet, Joycelyn Green, Todd Plauche, Russell Vallet, Justin Brown)
NAYS: 0 (None)
ABSENT: 2 (Alfreda Jackson, Gary Leblanc)
ABSTAIN: 0 (None)

As a result of the votes, the motion **Passed**.

- B.** *An Ordinance To Amend And Reenact The West Baton Rouge Parish Code Of Ordinances, Part III (“Unified Development Code”), Chapter 105 (“Subdivisions”), Article II (“Minimum Design Standards”), Section 105-40 (“Improvements”); Chapter 106 (“Site Planning”), Article II (“Stormwater Management”), Section 106-21 (“Stormwater Quantity Control In Commercial And Industrial Developments”); And Chapter 111 (“Administration And Enforcement”), Article VI (“Subdivision Approval Procedure”), Section 111-114 (“Construction Plans”) To Provide For Perpetual Maintenance Of Detention And Retention Ponds.*

The Vice Chairman opened a public hearing for the purpose of receiving comment regarding the aforementioned item. Kevin Dubin was again recognized and explained the Ordinance would have the residential or commercial subdivision owners responsible for the maintenance of their detention retention ponds. Commissioner Plauche suggested an inspection templet be created to help the owners know what exactly is needed for maintenance of the ponds. The owners would have to report to the Department of Planning and Development. Mr. Durbin agreed. No public comments for or against said ordinance were presented. No written protests opposing the ordinance were received. The Vice Chairman at this point declared the Public Hearing closed.

A motion was made by Russell Vallet, seconded by Justin Brown to **recommend approval with the creation of an inspection templet** for *An Ordinance To Amend And Reenact The West Baton Rouge Parish Code Of Ordinances, Part III (“Unified Development Code”), Chapter 105 (“Subdivisions”), Article II (“Minimum Design Standards”), Section 105-40 (“Improvements”); Chapter 106 (“Site Planning”), Article II (“Stormwater Management”), Section 106-21 (“Stormwater Quantity Control In Commercial And Industrial Developments”); And Chapter 111 (“Administration And Enforcement”), Article VI (“Subdivision Approval Procedure”), Section 111-114 (“Construction Plans”) To Provide For Perpetual Maintenance Of Detention And Retention Ponds..*

The vote was recorded as follows:

YEAS: 6 (Sidney Blanchard, Ray Rivet, Joycelyn Green, Todd Plauche, Russell Vallet, Justin Brown)
NAYS: 0 (None)
ABSENT: 2 (Alfreda Jackson, Gary Leblanc)
ABSTAIN: 0 (None)

As a result of the votes, the motion **Passed**.

- C.** *An Ordinance Amending Chapter 104 Zoning to Incorporate Amended Zoning Designation Map (Zoning Plan) under Section 104-3 Establishment of Districts, Official Zoning Map For Rezoning Request. And Chapter 111 Administration and Enforcement, Article IV Zoning Enforcement, Section 111-78 Special, Conditional Use Requirements and Procedures For Dorothy Smith Requesting Special Use in C-1.3 for Residential/Two Family Residential.*

The Vice Chairman opened a public hearing for the purpose of receiving comment regarding the aforementioned item. Mr. Durbin was recognized and gave a brief report of his analysis. Mrs. Dorothy Smith was present to represent herself. She explained her plan to place a second mobile home on the property for her daughter. She would like her daughter to care for her and have her own home. There was a neighbor, Erin Oberhaus, who voiced her concerns about the number of residences sharing one ditch for their sewer discharge. Would there be additional changes to the sanitation ordinances regarding shard ditches? Would the Parish then maintain the ditch if the number of homes is more than five? Mr. Kevin explained that the Parish would work with DHH and Parish drainage to permit the mobile home properly if approved. He also stated he was not aware of a certain threshold number where a private ditch automatically becomes a Parish ditch. Mrs. Dorothy stated if things go well, the sewer discharge would not go towards their ditch but past it. Commissioner Brown questioned the permitting and inspection process, Mr. Durbin explained his office's permitting process. Brown then requested the definition of two family households. Durbin read the definition. No additional public comments for or against said ordinance were presented. No written protests opposing the ordinance were received. The Vice Chairman at this point declared the Public Hearing closed.

A motion was made by Sidney Blanchard, seconded by Ray Rivet to **recommend approval** for *An Ordinance Amending Chapter 104 Zoning to Incorporate Amended Zoning Designation Map (Zoning Plan) under Section 104-3 Establishment of Districts, Official Zoning Map For Rezoning Request. And Chapter 111 Administration and Enforcement, Article IV Zoning Enforcement, Section 111-78 Special, Conditional Use Requirements and Procedures For Dorothy Smith Requesting Special Use in C-1.3 for Residential/Two Family Residential. .*

The vote was recorded as follows:

YEAS: 3 (Sidney Blanchard, Ray Rivet, Joycelyn Green)
NAYS: 3 (Todd Plauche, Russell Vallet, justin brown)
ABSENT: 2 (Alfreda Jackson, Gary Leblanc)
ABSTAIN: 0 (None)

As a result of the votes, the motion **Failed**.

8. **ADJOURN**

A motion was made by Russell Vallet, seconded by Justin Brown, to adjourn. The vote was recorded as follows:

YEAS: 6 (Sidney Blanchard, Ray Rivet, Joycelyn Green, Todd Plauche, Russell Vallet, Justin Brown)
NAYS: 0 (None)
ABSENT: 2 (Alfreda Jackson, Gary Leblanc)
ABSTAIN: 0 (None)

As a result of the votes, the motion **Passed**.

PLANNING

A Regular Meeting of the West Baton Rouge Parish Planning Commission was held on Tuesday, December 5, 2023 and called to order at 06:24 PM.

9. **APPROVE MINUTES OF PREVIOUS MEETING**

A. **APPROVE MINUTES FROM NOVEMBER 7, 2023.**

A motion was made by Justin Brown, seconded by Russell Vallet to approve minutes from November 7, 2023.

The vote was recorded as follows:

YEAS: 6 (Sidney Blanchard, Ray Rivet, Joycelyn Green, Todd Plauche, Russell Vallet, justin brown)
NAYS: 0 (None)
ABSENT: 2 (Alfreda Jackson, Gary Leblanc)
ABSTAIN: 0 (None)

As a result of the votes, the motion **Passed**.

10. **CORRESPONDENCE**

11. **PUBLIC HEARINGS:**

There were no items to consider at this time.

12. **OTHER BUSINESS:**

A. **Scheduled Public Hearings:**

- Council - December 14, 2023, at 5:30 pm
- Planning and Zoning - January 3, 2023, at 5:30 pm

13. **ADJOURN**

There being no further business, a motion to adjourn was made by Ray Rivet and was adopted by acclamation at 06:26 PM.

Todd Plauche, Vice Chairman

Mallorie Davis, Secretary

