

# St. Charles Parish

# **Meeting Agenda**

St. Charles Parish Courthouse 15045 Highway 18 P.O. Box 302 Hahnville, LA 70057 985-783-5000 www.stcharlesparish-la.gov

## **Parish Council**

Council Chairman Dick Gibbs
Councilmembers Bobby Donaldson, Holly Fonseca,
La Sandra Darensbourg Gordon, Mary K. Clulee, Nicky Dufrene,
Marilyn B. Bellock, Bob Fisher, Julia Fisher-Perrier

Monday, December 7, 2020

6:00 PM

**Council Chambers, Courthouse** 

**Final** 

## **CALL TO ORDER**

#### PRAYER / PLEDGE

Reverend Michelle Harris St. Charles United Methodist Church, Destrehan

# **APPROVAL OF MINUTES**

Budget Hearing - October 27, 2020

Regular Meeting / Budget Hearing – November 2, 2020 Regular Meeting / Budget Hearing – November 16, 2020

# SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)

1 2020-0341 In Recognition: Dr. J. Cressend Schonberg, St. Charles Parish Civil

Service Board

Sponsors: Mr. Gibbs

Attachments: 2020-0341 Dr. J. Cressend Schonberg

2 <u>2020-0329</u> In Recognition: Craig Petit, St. Charles Parish Communications District

Sponsors: Mr. Jewell

Attachments: 2020-0329 Craig Petit

3 2020-0330 Proclamation: Toy and Gift Fund Week

<u>Sponsors:</u> Mr. Jewell

Attachments: 2020-0330 Toy & Gift

4 2020-0338 Confirmation Hearing for Appointment of Director - Department of

Waterworks - Mr. Gregory Gorden

Sponsors: Mr. Jewell

Attachments: 2020-0338 Gregory Gorden confirmation letter

Waterworks (Dept. of) 1989-11-06 8958.pdf

Legislative History

11/24/20 Parish Council Correspondence Received

from Parish President Jewell submitting Mr. Gregory Gorden for confirmation as Director of the Department of Waterworks

# REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

2020-0336 River Parishes Transit Authority

2020-0337 Communications District (911)

<u>2020-0247</u> Department of Community Services

<u>Attachments:</u> 2020-0247 Dept of Community Services2020 ReportwithTemplate

Legislative History

8/24/20 Parish Council Meeting Cancelled

The regular St. Charles Parish Council Meeting scheduled for Monday, August 24, 2020 at 6:00 pm - cancelled due to inclement weather.

2020-0339 Parish President Remarks/Report

**Sponsors:** Mr. Jewell

# ORDINANCES / RESOLUTIONS INTRODUCED FOR PUBLICATION / PUBLIC HEARING

Monday, December 21, 2020, 6:00 pm, Council Chambers, Courthouse, Hahnville

**12** 2020-0331 An ordinance to amend the St. Charles Parish Code of Ordinances,

Chapter 18 - Personnel, Article I. In General, Section 18-1. Regulations

for substance abuse by parish employees.

Sponsors: Mr. Jewell

17 <u>2020-0342</u> An ordinance to amend the St. Charles Parish Code of Ordinances,

Chapter 4, Animals and Fowl, Article I. In General, Section 4-1.

Definitions., Section 4-6. Potentially dangerous, dangerous or vicious dogs., and Section 4-10. Keeping of animals not considered pets and

keeping of exotic animals.

**Sponsors:** Mr. Jewell and Department of Animal Control

21 2020-0343 An ordinance to amend Ordinance No. 13-5-14 and Ordinance No.

19-12-16, as previously amended, to provide for the change of Polling Place for Precinct 2-3 in Luling, Louisiana and to authorize the Parish President to execute a Lease with Bible Center Church, 422 Barton

Avenue, Luling, on behalf of St. Charles Parish.

Sponsors: Mr. Jewell

Attachments: 2020-0343 Lease Precinct 2-3 Relocation, Luling Redacted.pdf

# PLANNING AND ZONING PETITIONS

25 2020-0318 An ordinance to amend the St. Charles Parish Zoning Ordinance of

1981, to change the zoning classification from C-3 to R-1A(M) on a 7,840 square foot area consisting of Lots 26, 27, and 28, St. Rose Gardens, 716 St. Rose Avenue, St. Rose, as requested by Stephen

Aucoin.

**Sponsors:** Mr. Jewell and Department of Planning & Zoning

Attachments: 2020-0318 Recommendation At a Glance (Aucoin)

2020-0318 Minutes 11.05.2020 Aucoin

2020-0318 LUR\_2020-19-R Aucoin

2020-0318 Survey 2020-3018 AERIAL

2020-0318 ZONING

2020-0318 FLUM

2020-0318 Application

9/29/20	Department of Planning & Zoning	Received/Assigned PH
11/5/20	Department of Planning & Zoning	Recommended Approval to the Planning Commission
11/5/20	Planning Commission	Recommended Approval to the Parish Council
11/16/20	Parish President	Introduced
11/16/20	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

# ORDINANCES SCHEDULED FOR PUBLIC HEARING (INTRODUCED AT PREVIOUS MEETING)

38 2020-0182 An ordinance to amend the St. Charles Parish Code of Ordinances,

Chapter 6 Buildings and Building Regulations, Article II, Section 6-14. Permit Application, to require a Traffic Impact Analysis as part of the

permitting process for new development.

**Sponsors:** Mr. Jewell and Department of Planning & Zoning

Attachments: 2020-0182 Recommendation At a Glance (TIA ofr Ch 6)-11-5-20

2020-0182 Minutes 11.05.2020 TIA for Ch 6 (2020-04-ORD) 2020-0182 LUR 2020-04 ORD TIA Ch 6 202010-11-5-20

2020-0182 Postponed proposed ord Rule 8

2020-0182 Recommendation at a Glance (TIA Ch.6).pdf

<u>2020-0182 Minutes</u> <u>08.06.2020 TIAofrCh6</u> <u>2020-0182 LUR 2020-04 ORD-Adopt TIA.pdf</u>

2020-0182 TIA Policy (Rev 1)

#### Legislative History

6/15/20 Parish President Introduced

The regular parish council meeting scheduled for Monday, August 24, 2020 at 6:00 pm was cancelled on August 23, 2020. (Hurricane Storm Marco

and Tropical Storm Laura)

File No. 2020-0182 placed on the September 8, 2020 agenda.

6/15/20 Parish Council Publish/Scheduled for Public Hearing to the

Parish Council

7/6/20 Legislative Committee Discussed.

Speakers:

Parish President Matthew Jewell

Mr. Mike Palamone, Chief Administrative Officer Mr. Michael Albert, Planning & Zoning Director

7/6/20 Parish Council Public Hearing Requirements Satisfied

Reported:

P & Z Department Recommended: Approval

7/6/20 Parish Council Tabled.

Council Discussion

7/6/20 Parish Council Tabled.

7/27/20 Parish Council Remained Tabled

8/6/20 Department of Planning & Recommended Approval to the Planning

Zoning Commission

8/6/20 Planning Commission Recommended Approval to the Parish

Council

8/10/20 Parish Council Removed from the Table
8/10/20 Parish Council Removed from the Table

8/10/20	2020-0182.	spoke on the matter.	
	Impact Analysis." to chang	proposed ordinance in "SECTION I. (n) Traffic e "currently adopted Traffic Impact Analysis )." to read "currently adopted Traffic Impact o. )."	
8/10/20	Parish Council	Amended	
8/10/20	Parish Council	Tabled.	
	Public Hearing was previously	satisfied	
	A motion was made by Councilmember Darensbourg Gordon, seconded by Councilmember Fisher-Perrier, to re-open Public Hearing on File No. 2020-0182. No vote taken to re-open File No. 2020-0182 for Public Hearing.		
	on the revision. Mr. Jewell spoke on the matte	ike Palamone spoke on the matter.	
8/10/20	Parish Council	Tabled.	
8/24/20	Parish Council Meeting Cancelled  The regular St. Charles Parish Council Meeting scheduled for Monday,  August 24, 2020 at 6:00 pm - cancelled due to inclement weather.		
9/8/20	Parish Council	Remained Tabled	
9/21/20	•	Postponed Indefinitely (Council Rule 8) ed Indefinitely per Parish Council Rule 8. #8. ch Have Been Tabled [Shall only appear on eeting Agendas]	
11/5/20	Department of Planning & Zoning	Recommended Approval to the Planning Commission	
11/5/20	Planning Commission	Recommended Approval to the Parish Council	
11/16/20	Parish President	Introduced	
11/16/20	Parish Council	Publish/Scheduled for Public Hearing to the	

Parish Council

43 2020-0183 An ordinance to amend the St. Charles Parish Code of Ordinances,

Appendix C. St. Charles Parish Subdivision Regulations of 1981, Section II. Subdivision procedure, C. Minor Resubdivisions, 2.

Reserved, and Section II. Subdivision procedure, E. Preliminary Plat Requirements, 3. Preliminary Plat/Additional Submission Requirements, and Section IV. Design standards, to establish a process for analyzing the impact of traffic generated by new development.

Introduced

Sponsors: Mr. Jewell and Department of Planning & Zoning

Attachments: 2020-0183 Recommendation At a Glance (TIA for Major Subds) 11-5-20

2020-0183 Minutes 11.05.2020 TIA for Major Subd (2020-05-ORD)

2020-0183 LUR 2020-05 ORD-Adopt TIA 202010-11-5-20

2020-0183 Postponed proposed ord Rule 8

2020-0183 Recommendation at a Glance (TIA for Maj Subs).pdf

2020-0183 Minutes 08.06.20 TIA for Major Subs.pdf

2020-0183 LUR 2020-05 ORD-Adopt TIA.pdf

Parish President

#### Legislative History

6/15/20

6/15/20	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council
7/6/20	Parish Council Reported:	Public Hearing Requirements Not Satisfied
	P & Z Department Recomme	nded: Approval
7/6/20	Parish Council	Tabled.
7/6/20	Parish Council	Tabled.
7/6/20	Legislative Committee Speakers: Parish President Matthew Jev	
	Mr. Mike Palamone, Chief Ad Mr. Randy Noel, Louisiana Ho Mr. Michael Albert, Planning o Mr. Miles Bingham, Public Wo	ome Builders Association & Zoning Director
7/27/20	Parish Council	Remained Tabled
8/10/20	•	Postponed Indefinitely (Council Rule 8) Indefinitely per Parish Council Rule 8. #8. Have Been Tabled [Shall only appear on eting Agendas]
11/5/20	Department of Planning & Zoning	Recommended Approval to the Planning Commission
11/5/20	Planning Commission	Recommended Approval to the Parish Council
11/16/20	Parish President	Introduced
11/16/20	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

54 <u>2020-0244</u> An ordinance to amend the St. Charles Parish Zoning Ordinance of

1981, as amended, Section XV.D to require rezoning requests to meet a minimum of two (2) rezoning guidelines and criteria in order to receive a recommendation for approval from Planning Staff and also to clarify the language; and to amend Section XV.E to eliminate a typographical error.

<u>Sponsors:</u> Mr. Jewell and Department of Planning & Zoning

Attachments: 2020-0244 Recommendation At A Glance (Map amendment meet two)

2020-0244 Minutes 11.05.2020 Map amndmnt meet 2 criteria (2020-08-ORD)

2020-0244 LUR 2020-08 Rezoning Criteria 202010

2020-0244 Recommendation at a Glance (Rezones meet 2 criteria).pdf

2020-0244 Minutes 08.06.20 PZRmeet2Cri 2020-0244 LUR 2020-08 Rezoning Criteria 2020-0244 Postponed proposed ord Rule 8

8/6/20	Department of Planning & Zoning	Recommended Approval to the Planning Commission	
8/6/20	Planning Commission	Recommended Approval to the Parish Council	
8/10/20	Parish President Introduced  The regular parish council meeting scheduled for Monday, August 24, 2020 at 6:00 pm was cancelled on August 23, 2020. (Hurricane Storm Marco and Tropical Storm Laura)		
	File No. 2020-0244 placed on the September 8, 2020 agenda for introduction.		
8/10/20	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council	
8/24/20	•	Meeting Cancelled Council Meeting scheduled for Monday, cancelled due to inclement weather.	
9/8/20	Parish President	Introduced	
9/8/20	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council	
9/21/20	Parish Council Public Hearing Requirements Satisfied Reported: P & Z Department Recommended: Approval Planning Commission Recommended: Approval		
9/21/20	Parish Council Council Discussion Planning & Zoning Director Mic	Tabled.  Chael Albert spoke on the matter.	
9/21/20	Parish Council	Tabled.	
10/5/20	Parish Council	Removed from the Table	
10/5/20	Parish Council	Removed from the Table	

10/5/20 Parish Council Tabled.

Reported:

P & Z Department Recommended: Approval Planning Commission Recommended: Approval

Public Hearing was previously satisfied.

Council Discussion

Planning & Zoning Director Michael Albert spoke on the matter.

Parish President Matthew Jewell spoke on the matter.

10/5/20 Parish Council Tabled.

10/19/20 Parish Council Remained Tabled

11/2/20 Parish Council Postponed Indefinitely (Council Rule 8)

File No. 2020-0244 Postponed Indefinitely per Parish Council Rule 8. #8. Ordinances/Resolutions Which Have Been Tabled [Shall only appear on

two (2) subsequent regular meeting Agendas]

11/5/20 Department of Planning & Recommended Approval to the Planning

Zoning Commission

11/5/20 Planning Commission Recommended Approval to the Parish

Council

11/16/20 Parish President Introduced

11/16/20 Parish Council Publish/Scheduled for Public Hearing to the

Parish Council

56 2020-0315 An ordinance approving and authorizing the execution of an Act of

Dedication for Esperanza Business Park Phase 2, Luling.

Sponsors: Mr. Jewell and Department of Planning & Zoning

Attachments: 2020-0315 Dedication, Final Plat, Certificate.pdf

2020-0315 attachments in agenda.pdf

2020-0315 Council Packet.pdf

Legislative History

11/16/20 Parish President Introduced

11/16/20 Parish Council Publish/Scheduled for Public Hearing to the

Parish Council

**102** 2020-0316 An ordinance to amend the St. Charles Parish Subdivision Regulations

of 1981 to amend the major subdivision process to require partial

infrastructure review as part of the Preliminary Plat phase, and amend

the Construction Plan Approval process.

**Sponsors:** Mr. Jewell and Department of Planning & Zoning

Attachments: 2020-0316 Recommendation At a Glance (Infrastructure Review at PPLat)

2020-0316 Minutes 11.05.2020 Infrastructure Review at PrelimPlat

2020-0316 LUR 2020-06 ORD-Infrastrucutre review

11/5/20	Department of Planning & Zoning	Recommended Approval to the Planning Commission
11/5/20	Planning Commission	Recommended Approval to the Parish Council
11/16/20	Parish President	Introduced
11/16/20	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

**110** 2020-0317

An ordinance to amend the St. Charles Parish Code of Ordinances, Chapter 25 - Stormwater Management and Erosion and Sedimentation Control, Article IV, Section 25-52. - Post construction stormwater standards and requirements, paragraph (b)(2) to provide downstream overbank flood and property protection for a 25-year, 24-hour storm event.

Sponsors: Mr. Jewell and Department of Public Works/Wastewater

Attachments: 2020-0317 Recommendation At a Glance (Ch 25 Revision)

2020-0317 Minutes 11.05.2020 Ch 25 rev (2020-9-ORD)
2020-0317 LUR 2020-09 ORD-Overbank Flood Protection

#### Legislative History

11/5/20	Department of Planning & Zoning	Recommended Approval to the Planning Commission
11/5/20	Planning Commission	Recommended Approval to the Parish Council
11/16/20	Parish President	Introduced
11/16/20	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

#### RESOLUTIONS

114 2020-0340 A resolution adopting the St. Charles Parish Language Access Plan for

Limited English Proficiency Persons for all Louisiana Community Development Block Grant (LCDBG) Programs for the Parish.

**Sponsors:** Mr. Jewell, Grants Office, Ms. Fonseca, Ms. Darensbourg Gordon, Mr. Gibbs, Ms.

Bellock and Mr. Fisher

Attachments: 2020-0340 Language Access Plan.Parish Adoption

#### **APPOINTMENTS**

2020-0293

A resolution appointing a member to the St. Charles Parish Board of Adjustment as the District I Representative.

Council Office did not receive Confirmation Questionnaire by December 1, 2020 deadline; Rule 17 - Confirmation Questionnaires must be completed and returned to the Office of the Council Secretary by 4:00 o'clock p.m. on the fourth business day preceding a Parish Council Meeting. Failure to complete or return the questionnaire prior to the deadline shall automatically disqualify the nomination.

Council will accept nominations from the District I Councilmember to fill the vacancy created by the expiration of the term of Ms. Olivia Tate. Four (4) year term to begin December 7, 2020 and expire December 7, 2024.

#### Legislative History

<u> </u>	iotory_		
12/12/16	Parish Council	Enacted Legislation	
	Ms. Olivia Tate appointed to the Board of Adjustment on December 12,		
	2016, per Resolution No. 6255		
	Term: December 7, 2016 - December 7, 2020		
10/19/20	Parish Council	Vacancy Announced	
11/2/20	Parish Council	Deferred	
11/16/20	Parish Council	Nomination(s) Accepted	
	Nominee:		
	0 " 0		

Councilwoman Darensbourg Gordon nominated Ms. Olivia Tate

11/16/20 Parish Council Close Nomination(s) for 11/16/20 Parish Council Nomination(s) Closed

2020-0295

A resolution appointing a member to the St. Charles Parish Board of Adjustment as the District VII Representative.

Council Chairman will accept nominations from the District VII Councilmember to fill the vacancy created by the expiration of the term of Mr. Cory Savoie. Four (4) year term to begin December 7, 2020 and expire December 7, 2024. [Deferred from the November 16, 2020 Parish Council Meeting]

#### Legislative History

12/12/16 Parish Council Enacted Legislation

Mr. Cory Savoie appointed to the Board of Adjustment on December 12,

2016, per Resolution No. 6256

Term: December 7, 2016 - December 7, 2020

10/19/20 Parish Council Vacancy Announced

11/2/20 Parish Council Deferred
11/16/20 Parish Council Deferred

<u>2020-0325</u>

Council Ex-Officio Appointment to the St. Charles Parish Housing Authority.

Council Chairman will accept nominations to fill the vacancy created by the expiration of the term of Councilwoman Marilyn B. Bellock (Council Ex-Officio Appointment). One (1) year term to begin January 14, 2021 and expire January 14, 2022.

Parish Council 11/16/20 Vacancy Announced

2020-0332

Accept resignation of Ms. Debbie Dufresne Vial - Regional Planning Commission

Attachments:

2020-0332 Resignation - Debbie Dufresne Vial.pdf

#### Legislative History

Parish Council **Enacted Legislation** 1/18/18

Ms. Debbie Dufresne Vial appointed to the Regional Planning Commission

on January 8, 2018

Term: January 8, 2018 - January 8, 2023

**Board Member** Resigned 11/30/20

> On November 10, 2020, correspondence received from Ms. Debbie Dufresne Vial dated November 2, 2020, notifying the Parish Council of her

resignation. Resignation effective November 30, 2020.

**118** 2020-0333

A resolution to appoint a member to the Regional Planning Commission.

Council Chairman will accept nominations and Council will confirm nomination to appoint a member to the Regional Planning Commission to fill the vacancy due to the resignation of Ms. Debbie Dufresne Vial in accordance with Ordinance No. 16-12-4. The Board shall be comprised of five (5) members; the Parish President, two (2) members of the St. Charles Parish Council, and one (1) member who must not otherwise hold elected or appointed office in the Parish of St. Charles to be appointed by the Parish Council and approved by the Parish President. Unexpired term to begin immediately and expire January 8, 2023.

#### Legislative History

Parish Council **Enacted Legislation** 1/8/18

Ms. Debbie Dufresne Vial appointed to the Regional Planning Commission

on January 8, 2018.

Term: January 8, 2018 - January 8, 2023

2020-0334 119

Accept resignation of Chief Rodney Madere, Jr. - St. Charles Parish Communications District Sheriff's Office Representative

Attachments:

2020-0334 Resignation - Rodney Madere.pdf

#### Legislative History

8/5/19 Parish Council **Enacted Legislation** 

Chief Rodney Madere, Jr. appointed to the St. Charles Parish

Communications District as the Sheriff's Office Representative on August

5, 2019, per Resolution No. 6427

Term: August 19, 2019 - August 19, 2023

11/12/20 **Board Member** Resigned

> On November 17, 2020, correspondence received from Chief Rodney Madere, Jr., dated November 12, 2020, notifying the Parish Council of his

resignation. Resignation effective November 12, 2020.

**120** 2020-0335 A resolution to appoint a member to the St. Charles Parish

Communications District representing the St. Charles Parish Sheriff's

Office.

Attachments: 2020-0335 Sheriff recommendation - Major Donald Smith.pdf

Council will confirm nomination of Major Donald Smith by the Sheriff's Office to the St. Charles Parish Communications District due to the resignation of Chief Rodney Madere, Jr. Unexpired term to begin immediately and expire August 19, 2023.

Legislative History

8/5/19 Parish Council Enacted Legislation

Chief Rodney Madere, Jr. appointed to the St. Charles Parish

Communications District as the Sheriff's Office Representative on August

5, 2019, per Resolution No. 6427

Term: August 19, 2019 - August 19, 2023

11/17/20 Council Secretary Correspondence Received

from Sheriff Champagne advising that Major Donald Smith will be

representing the Sheriff's Office on the St. Charles Parish Communications

District to serve the unexpired term of Chief Rodney Madere, Jr.

# MEETINGS, ANNOUNCEMENTS, NOTICES, ETC.

## **MEETINGS**

COMMUNITY ACTION ADVISORY BOARD: Wednesday, 12/9/20, 5PM, Courthouse Annex

COMMUNICATIONS DISTRICT (911): Monday, 12/14/20, 5PM, Council Chambers HOSPITAL SERVICE DISTRICT NO. 1: Wednesday, 12/16/20, 10AM, Council Chambers

ZONING BOARD OF ADJUSTMENT: Thursday, 12/17/20, 7PM, Council Chambers PONTCHARTRAIN LEVEE DISTRICT: Monday, 12/21/20, 6PM, Pontchartrain Levee District Headquarters Complex, 2069 Railroad Avenue, Lutcher

ST. CHARLES PARISH COUNCIL: Monday, 12/21/20, 6PM, Council Chambers

#### SPECIAL MATTERS TO BE CONSIDERED BY COUNCIL

122 2020-0326 Adopt 2021 Parish Council Meeting Schedule

<u>Attachments:</u> 2021 PC Schedule.pdf

2021 Color Coded Calendar with explan.pdf

Legislative History

11/16/20 Parish Council Review

Councilwoman Fisher-Perrier spoke on the matter.

2020-0327 Confirm Nomination - Presiding Officer for 2021; Chairman, St. Charles

Parish Council

Nominee: Councilwoman Marilyn B. Bellock

Legislative History

11/16/20 Parish Council Nomination(s) Accepted

Nominee:

Councilwoman Fisher-Perrier nominated Councilwoman Marilyn B.

Bellock as Chairman

11/16/20 Parish Council Close Nomination(s) for 11/16/20 Parish Council Nomination(s) Closed

2020-0328 Confirm Nomination - Presiding Officer for 2021; Vice-Chairman, St.

Charles Parish Council

Nominee: Councilman Bob Fisher

Legislative History

11/16/20 Parish Council Nomination(s) Accepted

Nominee:

Councilwoman Fonseca nominated Councilman Bob Fisher as

Vice-Chairman

11/16/20Parish CouncilClose Nomination(s) for11/16/20Parish CouncilNomination(s) Closed

## **Accommodations for Disabled**

St. Charles Parish will upon request and with three (3) days advanced notice provide reasonable accommodation to any disabled individual wishing to attend the meeting. Anyone requiring reasonable accommodation is requested to contact the Office of the Council Secretary at (985) 783-5000 to discuss the particular accommodations needed.