



# St. Charles Parish

## Meeting Agenda

### Parish Council

**Council Chairman Bob Fisher**  
**Councilmembers Beth A. Billings, Holly Fonseca,**  
**La Sandra Darenbourg Gordon, Mary K. Clulee, Dick Gibbs,**  
**Nicky Dufrene, Marilyn B. Bellock, Julia Fisher-Cormier**

St. Charles Parish Courthouse  
15045 Highway 18  
P.O. Box 302  
Hahnville, LA 70057  
985-783-5125  
www.stcharlesparish.gov

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Monday, November 21, 2022

6:00 PM

Council Chambers, Courthouse

Final

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### CALL TO ORDER

### PRAYER / PLEDGE

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

- 1 [2022-0332](#) Proclamation: "Norco Christmas Parade Day"  
**Sponsors:** Mr. Fisher  
**Attachments:** [2022-0332 Norco Christmas Parade.pdf](#)
- 2 [2022-0333](#) Proclamation: Christmas Celebration  
**Sponsors:** Ms. Clulee  
**Attachments:** [2022-0333 Christmas Celebration.pdf](#)
- 3 [2022-0334](#) Proclamation: "Fresh Faith Worship Center Pop-Up Shop Day"  
**Sponsors:** Mr. Fisher  
**Attachments:** [2022-0334 Pop-Up Shop.pdf](#)

### REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

- [2022-0319](#) Workforce Innovations and Opportunity Act (WIOA)  
**Attachments:** [2022-0319 Revised WIOA Council 11.21.22 PowerPoint DRAFT](#)
- [2022-0320](#) Parish President Remarks/Report  
**Sponsors:** Mr. Jewell  
**Attachments:** [2022-0320 11-21-2022 PPR.pdf](#)

IN ACCORDANCE WITH ARTICLE IV, SECTION B OF THE HOME RULE CHARTER, CHAIRMAN FISHER AUTHORIZED THAT THE ORDINANCES, HAVING BEEN PRESENTED FOR INTRODUCTION, DISTRIBUTED TO COUNCIL MEMBERS AND THE PARISH PRESIDENT, AND NOT REJECTED BY TWO-THIRDS OF THE COUNCIL MEMBERS, ARE TO BE PUBLISHED IN SUMMARY FORM AS FOLLOWS IN THE OFFICIAL JOURNAL WITH NOTICE OF PUBLIC HEARING TO BE HELD ON MONDAY, DECEMBER 5, 2022, 6:00 P.M., COUNCIL CHAMBERS, COURTHOUSE, HAHNVILLE, TO BE CONSIDERED FOR FINAL PASSAGE:

**Monday, December 5, 2022 6:00 pm, Council Chambers, Courthouse, Hahnville**

[2022-0321](#) An ordinance to approve and authorize the execution of a Cooperative Endeavor Agreement with the St. Charles Community C.A.R.E. Center Foundation, Inc. (d/b/a St. Charles CARE Center) for the provision of services.

**Sponsors:** Mr. Jewell, Ms. Billings, Ms. Fonseca, Ms. Darenbourg Gordon, Ms. Clulee, Mr. Gibbs, Mr. Dufrene, Ms. Bellock, Mr. Fisher and Ms. Fisher-Cormier

**Attachments:** [COOPERATIVE ENDEAVOR AGREEMENT C.A.R.E. LMJEdits 2](#)  
[2022-0321 Final Ord 22-12-2 with agreement](#)  
[2022-0321 St. Charles C.A.R.E. Center Extension Letter](#)  
[2022-0321 2nd add'l extension letter 2025](#)  
[2022-0321 Email 3.18.2026](#)

[2022-0322](#) An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981 to change the zoning classification from R-1A to C-3 on Lots A, B2, C2, D, E, F, G, H, J, K, L, M, N, O, P, Q, & 24, Square 2, Destrehan Park Subdivision, as shown on the survey by Michael Blanchard, PLS dated October 4, 2022, as requested by Bunge North America, Inc.

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

**Attachments:** [2022-0322 RECOMMENDATIONS AT A GLANCE](#)  
[2022-0322 Minutes](#)  
[2022-0322 LUR 2022-18-R](#)  
[2022-0322 Survey](#)  
[2022-0322 AERIAL](#)  
[2022-0322 ZONING](#)  
[2022-0322 FLUM](#)  
[2022-0322 Application Page 1](#)  
[2022-0322 Final Ord 22-12-1](#)

**Legislative History**

10/17/22	Department of Planning & Zoning	Received/Assigned PH
11/3/22	Department of Planning & Zoning	Recommended Approval to the Planning Commission
11/3/22	Planning Commission	Recommended Approval to the Parish Council

**2022-0323**

An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981 to change the zoning classification from R-1A to R-1A(M) on a lot designated a Portion of Lot 1, Block 5, Town of Hahnville, municipal address 106 Durr Street, Hahnville, as requested by Kendall Bossier.

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

**Attachments:** [2022-0323 RECOMMENDATIONS AT A GLANCE](#)

[2022-0323 Minutes](#)

[2022-0323 LUR 2022-17-R](#)

[2022-0323 AERIAL](#)

[2022-0323 ZONING](#)

[2022-0323 FLUM](#)

[2022-0323 Application Page 1](#)

[2022-0323 proposed failed ordinance](#)

**Legislative History**

10/6/22	Department of Planning & Zoning	Received/Assigned PH
11/3/22	Department of Planning & Zoning	Recommended Denial to the Planning Commission
11/3/22	Planning Commission	Recommended Denial to the Parish Council

**2022-0326**

An ordinance to amend Ordinance No. 22-5-5, as previously amended, to provide for the change of Polling Places for Precincts 1-2, 1-2A, 2-3, 4-1, and 4-1A.

**Sponsors:** Mr. Fisher

**Attachments:** [2022-0326 Final Ord 22-12-3](#)

**2022-0327**

An ordinance approving and authorizing the execution of Change Order No. 1 for the Ashton Park Development Restroom Facility Project, to increase the contract time by 23 days.

**Sponsors:** Mr. Jewell and Department of Parks and Recreation

**Attachments:** [2022-0327 Change Order No. 1 Ashton Park increase time](#)

[2022-0327 Final Ord 22-12-4 with change order](#)

[2022-0327 Lien Free Certificate](#)

[2022-0335](#) An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance No. 21-4-7 which approved the Professional Services Agreement with GIS Engineering, LLC, to perform engineering services for the Montz Pump Station (Parish Project No. P210301).

**Sponsors:** Mr. Jewell and Department of Public Works

**Attachments:** [2022-0335 P210301 - Amendment](#)  
[2022-0335 Corp Res GISE \(Dustin Malbrough authority to sign contracts\) effect](#)  
[2022-0335 Final Ord 22-12-5 with amendment](#)

[2022-0336](#) An ordinance approving and authorizing the execution of an Amendment No. 2 to Ordinance No. 21-11-4 which approved the Professional Services Agreement with GIS Engineering, LLC, to perform engineering services for the Montz Pump Station No. 2 (Parish Project Number P210806).

**Sponsors:** Mr. Jewell and Department of Public Works

**Attachments:** [2022-0336 P210806 - Amendment - Edits](#)  
[2022-0336 Corp Res](#)  
[2022-0336 proposed postponed ordinance](#)

[2022-0337](#) An ordinance approving and authorizing the execution of a Professional Services Agreement with AIMS Group, Inc., to perform engineering services for Ormond Oaks Channel (Project No. P210203), in the not to exceed amount of \$29,900.00.

**Sponsors:** Mr. Jewell and Department of Public Works

**Attachments:** [2022-0337 Ormond Oaks Feasibility Study - 5.26.2022 Professional Services C](#)  
[2022-0337 AIMS Updated Corporate Resolution](#)  
[2022-0337 Final Ord 22-12-6 with agreement](#)

[2022-0338](#) An ordinance approving and authorizing the execution of a contract with Cycle Construction Company, LLC, for the Hydraulic Bottleneck Near Destrehan P.S. No. 2, (Project No. P190507) in the amount of \$2,264,960.00.

**Sponsors:** Mr. Jewell and Department of Public Works

**Attachments:** [2022-0338 00500 contract](#)  
[2022-0338 P190507 - Notice of Intent to Award Signed](#)  
[2022-0338 P190507 itemized bid tab](#)  
[2022-0338 Final Ord 22-12-7 with contract](#)  
[2022-0338 Final Ord 22-12-7 with Notice of Contract](#)  
[2022-0338 Task Order](#)  
[2022-0338 Certificate of Substantial Completion](#)  
[2022-0338 Recordation Documents](#)

## PLANNING AND ZONING PETITIONS

4 [2022-0303](#) An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, as amended, to change the zoning classification from O-L to C-3 on approximately 82,000 sq. ft. of a property designated as Lot 13-M-1, portion of Lot 13, Coteau De France, as shown on the survey by David L. Patterson, PLS dated June 16, 2022, as requested by RaceTrac, Inc. for Lloyd Dufrene.

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

**Attachments:** [2022-0303 RECOMMENDATIONS AT A GLANCE](#)  
[2022-0303 Minutes](#)  
[2022-0303 LUR 2022-15-R](#)  
[2022-0303 Survey2](#)  
[2022-0303 AERIAL](#)  
[2022-0303 ZONING](#)  
[2022-0303 FLUM](#)  
[2022-0303 Application Page 1](#)  
[2022-0303 Final Ord 22-11-2](#)

### **Legislative History**

9/13/22	Department of Planning & Zoning	Received/Assigned PH
10/13/22	Department of Planning & Zoning	Recommended Approval to the Planning Commission
10/13/22	Planning Commission	Recommended Approval to the Parish Council
11/7/22	Parish President	Introduced
11/7/22	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 5     [2022-0305](#)     An ordinance to amend the St. Charles Parish Zoning Ordinance of 1981, as amended, to change the zoning classification from C-2 to R-1A(M) on approximately 4,500 sq. ft. of a lot designated as a portion of Parcel A, and approximately 700 sq. ft. of a lot designated as a portion of Parcel C, as shown on a Survey of a Portion of Parcels "A" and "C", Carolyn Drive Subdivision, by Lucien C. Gassen, PLS dated May 6, 1974, as requested by Kenneth Martin, Jr.

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

**Attachments:**     [2022-0305 RECOMMENDATIONS AT A GLANCE](#)

[2022-0305 Minutes](#)

[2022-0305 LUR\\_2022-16-R](#)

[2022-0305 Survey](#)

[2022-0305 Martin 22-16 AERIAL](#)

[2022-0305 ZONING](#)

[2022-0305 FLUM](#)

[2022-0305 Application First Page](#)

[2022-0305 Final Ord 22-11-3.pdf](#)

**Legislative History**

9/13/22	Department of Planning & Zoning	Received/Assigned PH
10/13/22	Department of Planning & Zoning	Recommended Approval to the Planning Commission
10/13/22	Planning Commission	Recommended Approval to the Parish Council
11/7/22	Parish President	Introduced
11/7/22	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

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

- 6     [2022-0302](#)     An ordinance approving and authorizing the execution of Change Order No. 2 for Asphalt Pavement Maintenance, Parish Project No. P210302, to decrease the contract amount by \$396,163.17.

**Sponsors:**     Mr. Jewell and Department of Public Works

**Attachments:**     [2022-0302 Change Order](#)  
[2022-0302 Final Ord 22-11-4 with change order](#)

**Legislative History**

11/7/22	Parish President	Introduced
11/7/22	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 10 [2022-0304](#) An ordinance to revoke and abandon unimproved Wood Court, Square H, Luling Heights Subdivision Section B, as shown on the map by Adloe Orr, Jr., CE, dated September 13, 1956, revised June 1, 1957.

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

**Attachments:** [2022-0304 Act of Revocation \(revised\)](#)  
[2022-0304 RECOMMENDATIONS AT A GLANCE](#)

[2022-0304 Minutes](#)

[2022-0304 LUR 2022-1-REV Wood Court](#)

[2022-0304 Resubdivision Survey](#)

[2022-0304 AERIAL](#)

[2022-0304 ZONING](#)

[2022-0304 FLUM](#)

[2022-0304 Memo to Public Works](#)

[2022-0304 No Objection-DPWWW](#)

[2022-0304 Memo to Waterworks](#)

[2022-0304 No Objection-Waterworks](#)

[2022-0304 Application](#)

[2022-0304 Final Ord 22-11-5 with revocation](#)

[2022-0304 Recordation Documents - Recorded Survey](#)

**Legislative History**

6/13/22	Department of Planning & Zoning	Received/Assigned PH
10/13/22	Department of Planning & Zoning	Recommended Approval to the Planning Commission
10/13/22	Planning Commission	Recommended Approval to the Parish Council
11/7/22	Parish President	Introduced
11/7/22	Parish Council	Publish/Scheduled for Public Hearing to the Parish Council

- 19 [2022-0306](#) An ordinance to approve and authorize the execution of an Act of Donation by and between Chevron U.S.A. Inc. ("Chevron") and St. Charles Parish for a certain parcel of land comprising of approximately 0.9 acres adjacent to property already donated for the Boat Launch and Park along Bayou Des Allemands.

**Sponsors:** Mr. Jewell

**Attachments:** [2022-0306 FINAL DONATION 10 13 2022](#)  
[2022-0306 2022 10 19 to M Impastato for Intro](#)  
[2022-0306 Final Ord 22-11-6 with donation](#)

**Legislative History**

11/7/22	Parish President	Introduced
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11/7/22 Parish Council Publish/Scheduled for Public Hearing to the Parish Council

## RESOLUTIONS

- 32**    [2022-0324](#)    A resolution endorsing a waiver from Appendix C, Subdivision Regulations of 1981, Section III. Geometric Standards, B. Blocks, 3. Arrangement as requested by Elvin J. Dufrene and Jason M. Adams.

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

**Attachments:** [2022-0324 RECOMMENDATIONS AT A GLANCE](#)

[2022-0324 Minutes](#)

[2022-0324 LUR 2022-27-MIN](#)

[2022-0324 Plat](#)

[2022-0324 AERIAL](#)

[2022-0324 ZONING](#)

[2022-0324 FLUM](#)

[2022-0324 Waiver Request](#)

[2022-0324 Final Reso 6677 with survey](#)

**Legislative History**

10/4/22	Department of Planning & Zoning	Received/Assigned PH
11/3/22	Department of Planning & Zoning	Recommended Approval to the Planning Commission
11/3/22	Planning Commission	Recommended Approval to the Parish Council

- 33**    [2022-0325](#)    A resolution in support of the Planning and Zoning Commission's approval of 2022-17-SPU for an accessory dwelling unit in an R-1A zoning district, Lot 354, Fashion Plantation Estates Phase 3, 808 S. Fashion Boulevard, Hahnville, as requested by Shane McCully.

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

**Attachments:** [2022-0325 RECOMMENDATIONS AT A GLANCE](#)

[2022-0325 Minutes](#)

[2022-0325 LUR 2022-17-SPU](#)

[2022-0325 Plans](#)

[2022-0325 AERIAL](#)

[2022-0325 ZONING](#)

[2022-0325 FLUM](#)

[2022-0325 Waiver Request](#)

[2022-0325 Final Reso 6678](#)

**Legislative History**

9/22/22	Department of Planning & Zoning	Received/Assigned PH
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11/3/22	Department of Planning & Zoning	Recommended Denial to the Planning Commission
11/3/22	Planning Commission	Rcmnd'd Approval w/Stip. to the Parish Council
	Approval with a waiver from the requirement restricting the overall size of ADU's (Appendix A, Section VII., item 1. Accessory Buildings.b.ix).	

## APPOINTMENTS

### [2022-0316](#)

A resolution appointing a member to the South Central Louisiana Human Services Authority Board.

**Attachments:**

[2022-0316 Final Reso 6680](#)

*Council Chairman will accept nominations to the South Central Louisiana Human Services Authority Board to fill the vacancy created by the expiration of the term of Ms. Barbara M. Fuselier in accordance with Louisiana Revised Statute 28:913.4. The Board shall be comprised of nine (9) members; one (1) resident from the Parish of St. Charles to be appointed by the Parish Council. Three (3) year term to begin January 1, 2023 and expire January 1, 2026.*

**Legislative History**

2/3/20	Parish Council	Enacted Legislation
	Barbara M. Fuselier appointed to the South Central Louisiana Human Services Authority Board on February 3, 2020 per Resolution No. 6467	
	Term: Immediately - January 1, 2023	
11/7/22	Parish Council	Vacancy Announced

### [2022-0317](#)

A resolution appointing a member to the Regional Planning Commission.

**Attachments:**

[2022-0317 Final Reso 6681](#)

*Council Chairman will accept nominations to the Regional Planning Commission to fill the vacancy created by the expiration of the term of Mr. Tommy Faucheux 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-term concurrent with the Governing Authority, 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. Five (5) year term to begin January 8, 2023 and expire January 8, 2028.*

**Legislative History**

12/7/20	Parish Council	Enacted Legislation
	Mr. Tommy Faucheux appointed to the Regional Planning Commission on December 7, 2020 per Resolution No. 6525	
	Term: Immediately (12/7/20) - January 8, 2023	
11/7/22	Parish Council	Vacancy Announced

[2022-0318](#) A resolution appointing a member to the Regional Planning Commission.

**Attachments:** [2022-0318 Final Reso 6682](#)

*Council Chairman will accept nominations to the Regional Planning Commission to fill the vacancy created by the expiration of the term of Pastor Thomas Hines 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-term concurrent with the Governing Authority, 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. Five (5) year term to begin January 8, 2023 and expire January 8, 2028.*

**Legislative History**

7/5/22	Parish Council	Enacted Legislation Pastor Thomas Hines appointed to the Regional Planning Commission on July 5, 2022, per Resolution No. 6649 Term: Immediately (July 5, 2022) - January 8, 2023
11/7/22	Parish Council	Vacancy Announced

[2022-0328](#) Council Ex-Officio Appointment to the St. Charles Parish Housing Authority.

*On Monday, December 5, 2022, Council Chairman will accept nominations to the St. Charles Parish Housing Authority 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, 2023 and expire January 8, 2024.*

## MEETINGS, ANNOUNCEMENTS, NOTICES, ETC.

### MEETINGS

*HOUSING AUTHORITY: Tuesday, 11/29/22, 6PM, Council Chambers  
HOSPITAL SERVICE DISTRICT NO. 1: Wednesday, 11/30/22, 2PM, Council Chambers  
PLANNING & ZONING COMMISSION: Thursday, 12/1/22, 6PM, Council Chambers  
ST. CHARLES PARISH COUNCIL: Monday, 12/5/22, 6PM, Council Chambers*

### ANNOUNCEMENTS

*PARISH HOLIDAY: Thursday, 11/24/22 & Friday, 11/25/22 – Thanksgiving*

*Norco Christmas Parade: Sunday, 12/4/22, 1PM, Norco*

**IMPORTANT DATES FOR THE DECEMBER 10, 2022 ELECTION:**

*\*Tuesday, December 6, 2022 - Last day to Request Absentee by Mail Ballots*

*\*Early Voting: Saturday, November 26 and Monday November 28th - Saturday December 3rd,: At The Registrar of Voters Office (8:30 am - 6:00 pm): Westbank - Courthouse, 15045 River Rd. Hahnville; Eastbank - Arterbury Building, 14564 River Rd. New Sarpy*

*\*Friday December 9, 2022 - Last Day for Registrar to receive Voted Absentee Ballot*

*\*Saturday December 10, 2022 - Election Day – Polls open 7:00 am – 8:00 pm*

**SPECIAL MATTERS TO BE CONSIDERED BY COUNCIL**

[2022-0329](#) Review 2023 Parish Council Meeting Schedule [Adopt December 5, 2022]

**Attachments:** [2023 PC Schedule](#)  
[2023 Color Coded Calendar with explan](#)

[2022-0330](#) Accept Nominations - Presiding Officer for 2023; Chairman, St. Charles Parish Council [Confirm December 5, 2022]

[2022-0331](#) Accept Nominations - Presiding Officer for 2023; Vice-Chairman, St. Charles Parish Council [Confirm December 5, 2022]

**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) 783-5125 to discuss the particular accommodations needed.