

**THE CITY OF GRETNA
MAYOR AND CITY COUNCIL REGULAR MEETING**



**Gretna City Hall
740 Second Street, Gretna, LA 70053
Council Chambers; 2nd floor.**

**March 13, 2024 - 5:30 PM
AGENDA**

AGENDA ITEM(S):

- 1. Call to Order and Roll Call**
- 2. Invocation and Pledge of Allegiance**
- 3. Opening Remarks by the Mayor.**
- 4. Presentations:**
 - A. 7-8 Yr. old Boys - Flag Football Westbank Champions.
 - B. 9-10 Yr. old Girls - Volleyball Westbank Champions
 - C. Recognition - City of Gretna (City of Great) and Brand Society
 - D. German American Cultural Center.
 - E. Gretna Historical Society.
 - F. 519 Huey P. Long Avenue Project.
 - G. City Recognition (Water Production): Brenden Kunert; Dale Kessler and Cliff Meyers.
 - H. City Recognition (Wastewater Treatment): Hayden Dean and Cornell Harrison.
 - I. Recognition of New Businesses:
- 5. Vested Rights Determination Extension: Update**
 - A. 2224 Newton Street (Lot 113-B1, Vicknair Add); New Orleans Gospel Assembly, Applicant
New construction. In District 3, Councilman Miller.
- 6. CONSENT AGENDA:**
 - A. Approval of Meeting Minutes:**
February 14, 2024 Council regular meeting.

B. Event Request(s):

- (1) World Vision Global 6K Walk for Water; May 18, 2024, 8:00 AM
Hosanna Fellowship, Applicant (Weidman/Adams along the levee).

C. Adoption of Resolution(s) by Consent:

- (1) A resolution authorizing Mayor Belinda C. Constant to enter into an agreement for and on behalf of the City of Gretna with Union Pacific Railroad (and affiliate entities) to support rail technical review for the Westbank Rail Realignment design process.

Requested: Administration

Sponsor: Councilman Rau

- (2) A resolution authorizing Mayor Belinda C. Constant to enter into an agreement for and on behalf of the City of Gretna with New Orleans and Gulf Coast Railway (and affiliate entities) to support rail technical review for the Westbank Rail Realignment design process.

Requested: Administration

Sponsor: Councilman Hinyub

- (3) A resolution authorizing Mayor Belinda C. Constant to execute Task Order 3, under the Master Services Agreement (MSA) with CSRS, LLC for the design plans on the Westbank Rail Realignment.

Requested: Administration

Sponsor: Councilman Berthelot

- (4) A resolution authorizing Mayor Belinda C. Constant for and on behalf of the City of Gretna, to execute amendment No. 1, to the Cooperative Endeavor Agreement between Parish of Jefferson, and the Plaquemines Port Harbor and Terminal District to increase the total value of the CEA, and define roles and responsibilities of all parties.

Requested: Administration

Sponsor: Councilman Rau

- (5) A resolution for adoption by the City Council of the City of Gretna, Louisiana, to adopt the Revisions to the Gretna Contracts - Public Works, Services, and Materials/Supplies Policy of the Financial Policy and Management Accounting for the City of Gretna, Louisiana.

Requested: Administration

Sponsor: Councilman Rau

- (6) A resolution authorizing Mayor Belinda C. Constant and the administration to execute the Cooperative Purchasing Agreement for Street Maintenance with Boh Bros. Construction Co., LLC pursuant to Jefferson Parish's Contract.

Requested: Administration

Sponsor: Councilman Rau

7. Consideration and Adoption of a Resolution: (Moratorium)

- A. A resolution establishing a 180-day moratorium on all administrative and governmental actions relating to fireworks licenses, excluding renewal and enforcement actions, effective immediately in order to allow time for the administration and council to study all aspects of current ordinances governing the licensing and operation of fireworks stands within the City of Gretna.

Requested: Administration

Sponsor: Councilman Rau

8. Adoption of Ordinance(s):

1. An ordinance to amend the Gretna Code of Ordinances, Chapter 46, Article IV.; Sec. —46-71, to provide for the duration of estate sales to conduct sales across multiple weekends.

Requested: Administration

Sponsor: Councilman Rau

9. Monthly Reports:

- A. Police Department Report:
- B. City Engineer Status Report.
(1) March 13, 2024 Report.
- C. Departmental Monthly Reports submitted (In Novus Agenda):
 - (1) Finance Department "Actual vs. Budget for Major Funds" report.
 - (2) Building Department, Permits Issued.
 - (3) Code Enforcement, Code Violations.
 - (4) Planning & City Development Status Report.
 - (5) Historic District Commission (March 5, 2024 Meeting)
 - (6) Planning and Zoning Commission (Meeting cancelled).
 - (7) Parks and Parkways Department - Maintenance Status Monthly Report.
- D. Council District Monthly reports:
 - (1) Council Members:
 - Rudy Smith, Councilman, District One
 - Michael Hinyub, Councilman, District Two
 - Mark Miller, Councilman, District Three
 - Jackie Berthelot, Councilman, District Four
 - Wayne Rau, Councilman At Large

10. Introduction of Ordinances:

- A. An ordinance adding, amending, editing, and modifying various sections of the Unified Development Code (UDC), Chapter 58. (Per Attachment)

Requested: Administration

Sponsor: Councilman Rau

11. Citizens Addressing the Mayor and City Council.

12. Other Matter(s).

13. Adjournment.



City of Gretna State of Louisiana

March 8, 2024

Excerpts taken from the minutes of the meeting of the Mayor and City Council of the City of Gretna, Louisiana in special session on Wednesday, February 14, 2024.

6. Vested Rights Determination extension: (Recommendation to Council)

A. For 2224 Newton Street (Lot 113-B1, Vicknair Add) New Orleans Gospel Assembly, Applicant New construction. District 3, Councilman Miller

- Councilman Miller addressed his comments to Pastor Ernest Richard, expressing concerns on the situation of this project; “When discussion began (December 2020) and upon approval of the vested rights determination, a deadline was placed upon the approval of the extension, to assure that this process moved along and got accomplished in a timely manner; now it seemed ultimately, that has not happened. Was concerned as to “where the project stands now moving forward, and the ability to accomplish it.”

Miss Amelia Pellegrin briefly summarized, and provided timeline status on the project (vested rights determination) and what has transpired since.

On December 2020, the City Council granted the vested rights determination to allow establishment of a new religious institution in this R-1 (Single-Family District), because of new adopted legislation in the Unified Development Code (UDC) which prohibited the establishment of new churches and religious institutions in an R-1 (Single-Family District). At that time, six months were given to submit a completed Permit Application; upon the receipt of the Permit Application, the Council allowed 12 months of construction. The Council also required that a licensed contractor must be used to complete the work. At one point, the vested rights determination in August 2022; was revoked, then in October 2022, the Council approved an extension with the construction being completed within 12 months. Recapped timeline as follows:

1. December 2020 - Council approved vested rights determination, with conditions that a permit application be completed within 6 months (July 31, 2021) and construction completed 12 months thereafter (July 31, 2022) AND a licensed contractor must be used to complete the work.
2. July 2021 - Permit 5046 has not been approved yet. It was submitted 7/29/2021 by applicant but was not complete at that time. Since that time zoning and building officials have communicated many times about missing items – contractor, scope and values, and signed contract.
3. March 2022 - Despite being incomplete, zoning reviewed plans multiple times and approved on 3/7/2022 after sending 3 letters of deficiency.
4. March 2022 - Building official uploaded approved plans on March 22, 2022. Still no signed contract for the permit, therefore the permit cannot be issued – this was communicated at that time and several times by phone and email since.
5. August 26, 2022 - Planning Director sent certified letter to Pastor Richard, informing that the vested rights determination had expired, and permit was withdrawn.
6. September 28, 2022 - Signed contract uploaded to MGO. This is sufficient to issue contract if Council approves the extension.
7. October 12, 2022 - Council approved an extension, construction must be completed within 12 months.

Note: All construction permits are issued for six months and may be extended for another six months.

8. October 13, 2022 – Permit issued (6 months), extended through December 1, 2023.
9. Contractor on permit license is terminated, no current contractor on file.
10. Slab inspection and plumbing rough-in inspection completed, all other inspections not completed.

City of Gretna State of Louisiana

11. A site visit on January 24, 2024, showed less than 50% of interior work completed, zero exterior / site work completed; and at this time there was not a licensed contractor on file for the project. The contractor attached to the permit application was terminated by the State.

Councilman Miller elaborated upon setting guidelines in moving forward with this project, and again reiterated that they have not been met.

- Pastor Ernest Richard said he has complied with all he was asked to do. Recapped on the reasons for construction delays and the economy's cost increase. Informing that when the work began, was informed by his contractor that his contractor's license was suspended.

- Councilman Miller noted that before moving forward all requirements must be clarified and met.

- Mr. W. J. LeBlanc, the City Attorney recommended not moving forward until questions were answered and certain things must be required. The contractor must meet with the Building Official and the Planning Official to give an updated Scope of Work and an updated cost estimate. The City will require a Letter of Credit from a financial institution; ensuring the applicant had enough funds to complete this project. To his understanding, during the last three years, the applicant ran out of money, which was the reason nothing had been done. This project will not be done as money comes in; emphasizing this was not a multi-year project. If this project is to be completed in three months, then the following will be needed: The contractor's cost estimate and the length of time for the construction; Letter of Credit from a financial institution stating there was enough money set aside to complete the project; and that is the requirement to get another extension on the vested rights determination. Currently, the applicant's building permit has expired, and no one can perform any work.

The city needs certain reassurances per this discussion, prior to the next Council meeting (March 13, 2024) that is when the Council will determine whether to vote to grant an extension on the permit; and if not approved, then the project is dead / null. If required information is provided to the City's satisfaction, and questions answered, then the permit could be renewed and given the opportunity to abide by the timeline granted. -- Mr. W. J. LeBlanc, the City Attorney recommended to the Council to defer action for 30 days until the next Council meeting.

- Ms. Gorrondona emphasized that the new contractor must assume responsibility for the former contractor's work.

On a motion by **Councilman Miller** and seconded by **Councilman Hinyub**, **IT WAS RESOLVED** to defer action for 30 days on the vested rights determination extension request for the property at 2224 Newton Street; and that all required information must be provided to the City as delineated per discussion tonight; and the same was approved by the following vote:

Yeas: **Councilmen Miller, Hinyub, Rau, Smith and Berthelot**

Nays: None

Absent: None

No comments from the public or Council members.

/S/ NORMA J. CRUZ, LCMC

CITY CLERK

CITY OF GRETNA

STATE OF LOUISIANA



EVENT APPLICATION

City of Gretna
P. O. Box 404
Gretna, LA 70054-0404
(504) 363-1505

Name of Event: World Vision Global 6K WALK For Water

Date of Event: MAY 18, 2024 Time of Event: 8am

Location of

Event: (Place or Street Name with boundary streets): Hosanna Fellowship
Weidman / Adams along the Levee

Description

of Event: 6K walk

Anticipated # of attendees: _____ Name of Organizer and Host: Hosanna Fellowship & Synthel Haynes

Address: 400 Weidman St Gretna, La. 70053

E-Mail: Synthel Haynes @ yahoo.com Cell Phone: (504) 884-1008

Home Phone: _____

Office Phone: _____

☐ NON-PROFIT/501(C)(3)

☐ PRIVATE BUSINESS

☐ PRIVATE EVENT

☒ OPEN TO PUBLIC

☐ FOOD

☐ ALCOHOLIC BEVERAGES

☐ DJ OR BAND (PLEASE CIRCLE)

☐ USE OF ELECTRICITY (\$50 IF AVAILABLE AT LOCATION)

☐ STREET/STREETS CLOSURE ☐ STAGE RENTAL (\$300) ☐ BARRICADES (\$10 EACH)

Note: any delivery or pickup of a rental will incur a \$25.00/hour fee on weekends and after hours.

Street or Streets you are requesting to close: No closures only Police to direct like last time.

**APPLICATIONS MUST BE SUBMITTED FORTY (45) DAYS PRIOR TO EVENT.
THE FOLLOWING INFORMATION MUST BE PROVIDED AT TIME OF SUBMISSION:**

1. Event Insurance Certificate in the amount of One Million Dollars (\$1,000,000.00) naming the City of Gretna as an additional insured.
2. Written or emailed proof of security from the Gretna Police Department
3. Application Fee: \$25.00 (non refundable)
4. If applicable, application must include a petition listing all property owners or residents that will be impacted by the street closure and the signatures of a majority of these owners or residents stating they do not object to the issuance of a permit for the event.

IF APPLICABLE, PLEASE REFER TO ORDINANCES NO. 4443 and 4468 (attached) FOR FURTHER DETAILS.

Synthel Haynes
Signature of Applicant/ Representative

Host
Title

03/06/24
Date

Signature of Approval

Title

Date

On motion by **Councilman _____** and seconded by **Councilman _____**, the following resolution was offered:

RESOLUTION NO. 2024-

A resolution authorizing Mayor Belinda C. Constant to enter into an agreement for and on behalf of the City of Gretna with Union Pacific Railroad (and affiliate entities) to support rail technical review for the Westbank Rail Realignment design process.

WHEREAS, problematic rail conditions have been identified on the Westbank of the Jefferson Parish and within the City of Gretna, and they desire to resolve rail traffic congestion and safety issues; and

WHEREAS, Plaquemines Port Harbor and Terminal District has an interest in the development of public lands to establish a multi-modal port complex, improved rail infrastructure, improved road infrastructure, and warehousing and other bulk storage facilities to support the import of goods and materials, and other supporting infrastructure and lands; and

WHEREAS, all entities have an aligned interest in rerouting the current rail alignment along the Harvey Canal to support reduced congestion, improve quality of life, safety, and increased rail volume along the new alignment; and

WHEREAS, all entities will provide financial contributions to support the design effort.

WHEREAS, Union Pacific Railroad and New Orleans and Gulf Coast Railway have expressed the need to advance 30 percent design plans in order to commit to the construction of the project.

WHEREAS, Union Pacific Railroad will require the local entities to pay for their design review

NOW, THEREFORE, BE IT RESOLVED by the City Council acting as Legislative authority of the City of Gretna, that:

Mayor Belinda C. Constant is hereby authorized to enter into an agreement for and on behalf of the City of Gretna with Union Pacific Railroad (and affiliate entities) to support rail technical review for the Westbank Rail Realignment design process.

The foregoing resolution having been submitted to a vote: the vote thereon was as follows:

Yeas: **Councilmen**

Nays:

Absent:

ADOPTED:

APPROVED:

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

On motion by **Councilman _____** and seconded by **Councilman _____**, the following resolution was offered:

RESOLUTION NO. 2024-

A resolution authorizing Mayor Belinda C. Constant to enter into an agreement for and on behalf of the City of Gretna with New Orleans and Gulf Coast Railway (and affiliate entities) to support rail technical review for the Westbank Rail Realignment design process.

WHEREAS, the City of Gretna, Louisiana has an interest in the health, welfare, and safety of its citizens; and

WHEREAS, problematic rail conditions have been identified on the Westbank of the Jefferson Parish and within the City of Gretna, and they desire to resolve rail traffic congestion and safety issues; and

WHEREAS, Plaquemines Port Harbor and Terminal District has an interest in the development of public lands to establish a multi-modal port complex, improved rail infrastructure, improved road infrastructure, and warehousing and other bulk storage facilities to support the import of goods and materials, and other supporting infrastructure and lands; and

WHEREAS, all entities have an aligned interest in rerouting the current rail alignment along the Harvey Canal to support reduced congestion, improve quality of life, safety, and increased rail volume along the new alignment; and

WHEREAS, all entities will provide financial contributions to support the design effort.

WHEREAS, Union Pacific Railroad and New Orleans and Gulf Coast Railway have expressed the need to advance 30 percent design plans in order to commit to the construction of the project.

WHEREAS, New Orleans Gulf Coast Railway will require the local entities to pay for their design review.

NOW, THEREFORE, BE IT RESOLVED by the City Council acting as Legislative authority of the City of Gretna, that:

Mayor Belinda C. Constant is hereby authorized to enter into an agreement for and on behalf of the City of Gretna with New Orleans and Gulf Coast Railway (and affiliate entities) to support rail technical review for the Westbank Rail Realignment design process.

The foregoing resolution having been submitted to a vote; the vote thereon was as follows:

Yeas: **Councilmen**

Nays:

Absent:

RESOLUTION ADOPTED:

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

On motion by **Councilman _____** and seconded by **Councilman _____**, the following resolution was offered:

RESOLUTION NO. 2024-

A resolution authorizing Mayor Belinda C. Constant to execute Task Order 3 under the Master Services Agreement (MSA) with CSRS for design on the Westbank Rail Realignment.

WHEREAS, the City of Gretna is a political subdivision of the State of Louisiana that is located within Jefferson Parish on the West Bank of the Mississippi River; and

WHEREAS, Jefferson Parish is a political subdivision of the State of Louisiana that operates under a home rule charter that was adopted pursuant to Article XIV, Section 3(c) of the Louisiana Constitution of 1921; and

WHEREAS, the Plaquemines Port, Harbor and Terminal District was established in 1954 as a political subdivision and public corporation of the State of Louisiana with territorial jurisdiction that is coextensive with Plaquemines Parish, and responsible for supporting the development of port activity on the southernmost reaches of the Mississippi River within Plaquemines Parish; and

WHEREAS, problematic rail conditions have been identified on the Westbank of the Jefferson Parish and within the City of Gretna, and they desire to resolve rail traffic congestion and safety issues; and

WHEREAS, Plaquemines Port Harbor and Terminal District has an interest in the development of public lands to establish a multi-modal port complex, improved rail infrastructure, improved road infrastructure, and warehousing and other bulk storage facilities to support the import of goods and materials, and other supporting infrastructure and lands; and

WHEREAS, all entities have an aligned interest in rerouting the current rail alignment along the Harvey Canal to support reduced congestion, improve quality of life, safety, and increased rail volume along the new alignment; and

WHEREAS, all entities will provide financial contributions to support the design effort.

WHEREAS, Union Pacific Railroad and New Orleans and Gulf Coast Railway have expressed the need to advance 30 percent design plans in order to commit to the construction of the project.

NOW, THEREFORE, BE IT RESOLVED by the City Council acting as Legislative authority of the City of Gretna, that:

Mayor Belinda C. Constant is hereby authorized to execute Task Order 3 under the MSA with CSRS to advance the Westbank Rail Realignment Project

The foregoing resolution having been submitted to a vote; the vote thereon was as follows:

Yeas: **Councilmen**

Nays:

Absent:

RESOLUTION ADOPTED:

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

On a motion by **Councilman** _____ and seconded by **Councilman** _____, the following resolution was offered:

RESOLUTION NO. 2024-

A resolution authorizing Mayor Belinda C. Constant for and on behalf of the City of Gretna, to execute amendment No. 1, to the Cooperative Endeavor Agreement (“CEA”) between Parish of Jefferson (“PARISH”), and the Plaquemines Port Harbor and Terminal District (“PPHTD”) to increase the total value of the CEA, and define roles and responsibilities of all parties.

WHEREAS, Article VII, Sec. 14(C) of the Louisiana Constitution of 1974 provides that for a public purpose, the State and its political subdivisions may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private organization, corporation or individuals; and

WHEREAS, the PARISH is a political subdivision of the State of Louisiana that operates under a home rule charter that was adopted pursuant to Article XIV, Section 3(c) of the Louisiana Constitution of 1921; and

WHEREAS, per the Home Rule Charter, Section 1.01, the PARISH has all of the powers, rights, privileges, and authority now or hereafter vested in parishes, parish governments, and parish officers and in Jefferson Parish in particular by the Constitution and laws of the State; and

WHEREAS, the CITY is a political subdivision of the State of Louisiana that is located within the PARISH on the West Bank of the Mississippi River; and

WHEREAS, the PPHTD was established in 1954 as a political subdivision and public corporation of the State of Louisiana with territorial jurisdiction that is coextensive with Plaquemines Parish, and responsible for supporting the development of port activity on the southernmost reaches of the Mississippi River within Plaquemines Parish; and

WHEREAS, problematic rail conditions have been identified on the Westbank of the PARISH and within the CITY, and the PARISH and the CITY desire to resolve rail traffic congestion and safety issues; and

WHEREAS, PPHTD has interest in the development of public lands to establish a multi-modal port complex, improved rail infrastructure, improved road infrastructure, and warehousing and other bulk storage facilities to support the import of goods and materials, and other supporting infrastructure and lands; and

WHEREAS, the PARISH, CITY, and PPHTD have an aligned interest in rerouting the current rail alignment along the Harvey Canal to support reduced congestion, improve quality of life, safety, and increased rail volume along the new alignment; henceforth to be known as the “Rail Strategic Plan;” and

WHEREAS, the PARISH is the local government entity with jurisdiction over the majority of the proposed realignment project area and where the majority of the safety and quality of life benefits will be conferred; and

WHEREAS, a portion of the existing rail infrastructure runs through the CITY, and the CITY would benefit from the safety and quality of life benefits that result from the project; and

WHEREAS, All PARTIES are considered beneficiaries of the economic development benefits generated by the additional rail volume permitted by the proposed realignment; and

WHEREAS, PARISH is leading efforts to solicit federal support for the purpose of rerouting the current rail alignment; and

WHEREAS, the CITY and PPHTD desire to support the PARISH’s efforts by contributing funding to complete pre-application activities needed to solicit federal funding; and

WHEREAS, the transfer or expenditure of public funds or property is not a gratuitous donation; and

WHEREAS, the citizens of the City of Gretna, Jefferson Parish, and Plaquemines Parish will benefit from the efforts of these parties working together; and the PARTIES desire to cooperate with each other in the implementation of the project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Gretna, Louisiana, acting as governing authority of said City that:

Mayor Belinda C. Constant for and on behalf of the City of Gretna, is hereby authorized to execute amendment No. 1, to the Cooperative Endeavor Agreement (“CEA”) between Parish of Jefferson (“PARISH”), and the Plaquemines Port Harbor and Terminal District (“PPHTD”) to increase the total value of the CEA, and define roles and responsibilities of all parties.

This resolution having been submitted to a vote; the vote thereon was as follows:

Yeas: **Councilmen**

Nays:

Absent:

ADOPTED:

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

On motion by **Councilman** _____ and seconded by **Councilman** _____, the following resolution was offered:

RESOLUTION NO. 2024-

A resolution for adoption by the City Council of the City of Gretna, Louisiana, to adopt the Revisions to the Gretna Contracts - Public Works, Services, and Materials/Supplies Policy of the Financial Policy and Management Accounting for the City of Gretna, Louisiana.

WHEREAS, the City of Gretna desires to maintain a safe, healthy and productive environment for all its employees and the public they serve; and

WHEREAS, the City of Gretna has an obligation to provide its citizens with ordinances or resolutions that clearly describe permitted activities in the City.

WHEREAS, State law requires that the auditor be provided with all the books and records needed to perform the audit and Louisiana R.S. 24:518, provides penalties for failure to do so; and

WHEREAS, the City of Gretna desires to create a professional environment with uniform policies and procedures under the supervision of the Mayor of the City of Gretna; and

WHEREAS, it is good administrative practice to document policies and procedures; and

WHEREAS, the City Administration reviewed and approved Revisions to the Gretna Contracts - Public Works, Services, and Materials/Supplies Policy of the Financial Policy and Management Accounting for final adoption by the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Gretna, Louisiana, acting as governing authority of said City that:

The City Council of the City of Gretna, Louisiana, hereby adopts the Revisions to the Gretna Contracts - Public Works, Services, and Materials/Supplies Policy of the Financial Policy and Management Accounting for the City of Gretna, Louisiana.

The foregoing resolution having been submitted to a vote; the vote thereon was as follows:

Yeas: **Council Members**

Nays:

Absent:

ADOPTED:

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

Execute CEA for Street Maintenance with Boh Brothers.

On a motion by Council Member_____ and seconded by Council Member _____,
the following resolution was offered:

RESOLUTION NO. 2024-

A resolution authorizing Mayor Belinda C. Constant and the administration to execute the Cooperative Purchasing Agreement for Street Maintenance with Boh Bros. Construction Co., LLC pursuant to Jefferson Parish’s Contract.

WHEREAS, the City of Gretna has an interest in the health, welfare and safety of the citizens of the City of Gretna; and

WHEREAS, the City of Gretna has various locations throughout the City where repairs are necessary and included in the annual budget; and

WHEREAS, Jefferson Parish has granted the request for a cooperative purchasing agreement on Jefferson Parish’s Contract 55-19952 – Asphalt Street Maintenance and Small Jobs; and

WHEREAS, per LA Revised Statute 38:2212.1F and/or 39:1701, et seq., and further expounded by this agreement is allowed by 38:321.1.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Gretna, Louisiana, acting as governing authority of said City that:

Mayor Belinda C. Constant and the administration are hereby authorized to execute the Cooperative Purchasing Agreement for Street Maintenance with Boh Bros. Construction Co., LLC.

The foregoing resolution having been submitted to a vote; the vote thereon was as follows:

Yeas:

Nays:

Absent:

ADOPTED:

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

this agreement is allowed by

Moratorium-Administrative/governmental actions relating to fireworks.

On a motion by **Council Member _____** and seconded by **Council Member _____**,
the following action was discussed:

RESOLUTION NO. 2024-

A resolution establishing a 180-day moratorium on all administrative and governmental actions relating to fireworks licenses, excluding renewal and enforcement actions, effective immediately in order to allow time for the administration and council to study all aspects of current ordinances governing the licensing and operation of fireworks stands within the City of Gretna.

WHEREAS, the city may establish a temporary moratorium in order to study the impact of a particular location and use of buildings, other structures, and land for business, on a neighborhood and/or the city as a whole; and

WHEREAS, the city shall conduct an impact study of the temporary moratorium within 180-days of the passage. An additional 180-days shall be granted by majority vote of the city council, if needed, in order to complete the impact of neighborhood integrity; prevention of adverse traffic impact, prevention of excessive noise and crime in that area; and

WHEREAS, the results of the impact study shall be presented as soon as available at a regularly scheduled meeting of the city council, in no case longer than 180-days after the passage of the moratorium, unless the city council has granted an extension of time.

NOW, THEREFORE, BE IT RESOLVED by the City Council, acting as legislative authority for the City of Gretna, that:

The City of Gretna does hereby establish a 180-day moratorium on all administrative and governmental actions relating to fireworks licenses, excluding renewal and enforcement actions, effective immediately in order to allow time for the administration and council to study all aspects of current ordinances governing the licensing and operation of fireworks stands within the City of Gretna . The purpose of the study would be to better establish guidelines for the operation of such businesses within the City of Gretna.

Provided that a majority of the City Council has voted in favor of this moratorium, this moratorium shall have immediate full force and effect of law.

This moratorium having been submitted to a vote; the vote thereon was as follows:

Yeas: **Council Members**

Nays:

Absent:

Abstained:

ADOPTED:

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

On motion by **Councilman _____** and seconded by **Councilman Rau**, the following ordinance was introduced:

ORDINANCE NO.

An ordinance to amend the Gretna Code of Ordinances, Chapter 46, Article IV.; Sec. – 46-71, to provide for the duration of estate sales to conduct sales across multiple weekends.

WHEREAS, the City of Gretna has an interest in the health, safety and welfare of its citizens; and

WHEREAS, the City of Gretna has an obligation to provide its citizens with ordinances that clearly describe permitted activities in the City; and

WHEREAS, the issuance of a permit and the administration of the same requires a fee as not to cause an undue burden on the city and the taxpayers.

NOW, THEREFORE, BE IT ORDAINED by the City Council, acting as legislative authority for the City of Gretna, that:

Chapter 46 -SECONDHAND GOODS; ARTICLE IV. -OTHER SALES OF SECONDHAND GOODS; Sec. 46-71. - Garage sales/nonprofit organizations; permit required; general regulation and conduct, shall be amended to add the following immediately following (2) Duration:

(2a) Notwithstanding the foregoing, if properly permitted, estate sales may extend beyond a consecutive Saturday and Sunday.

Provided that a majority of the City Council of the City of Gretna have voted in favor of this ordinance, this ordinance shall have the full force and effect of law at midnight on the tenth day following the Clerk's presentment of same to the Mayor, in accordance with Louisiana Revised Statutes 33:406(c)(2) unless the Mayor returns same, unsigned, to the Clerk during that ten-day period.

This ordinance having been submitted to a vote; the vote thereon was as follows:

Yeas: **Councilmen**

Nays:

Absent:

ADOPTED:

APPROVED:

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

Ordinance presented to the
Mayor on

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

Ordinance returned from the
Mayor on

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

BURK-KLEINPETER, INC.

To: Hon. Belinda Constant, Mayor; Council Members Rau, Smith, Hinyub, Miller and Berthelot
From: David Boyd P.E., Burk-Kleinpeter, Inc.
Subject: Monthly Project Status Report
Date: March 13, 2024

David Crockett Steam Fire Company #1 Central Station

Since November 15 additional problems have occurred. These items include electrical panel stickers, 800-amp breaker, 225-50-amp breakers and ATS door clips are waiting to be resolved. The building is not heating properly due to the VAVs and RTU's not communicating through proper controls. A solution and fix are anticipated by March 14. Johnson Controls has submitted a proposal to perform a third party review of the controls plan. A new issue with the 3-phase feeder coming from the Entergy Pole to the station has come up. Entergy believes a 1 of the feeders does not match the other feeders causing the Automatic Transfer Switch to not reset flip fully to the correct position. The Entergy 3phase – ATS problem has been resolved. One of the 3phase lines at Entergy's transformer was loose. Entergy has fixed the problem. A meeting was held to discuss outstanding items Wednesday March 13, 2024.

Fifth Street Improvements

Ninety-five percent of Final Plans DOTD Comments have been received. The comments are being addressed and a 98% Final Plan submission will be submitted to DOTD on or before March 14. DOTD plans to let the project on May 8, 2024. DOTD is assembling a Section 106 form and a no wetlands impact document to be included in the Categorical Exclusion.

25th Street Canal Subbasin Improvements Project.

The FEMA award has been approved. 100% Final Plans are being completed and will be submitted in May. The project will be bid in August-September.

Timberlane Drive - Canal Emergency Repair

A State Capital Outlay emergency request has been submitted to the State.

Mel Ott, McDonoghville and Richard Street Playground Equipment

This project is underway. A site visit is scheduled for Friday March 15, 2024.

Hancock St - Eastside (Burmester to McDonogh St.) & Palfrey St. (Milton St. to Virgil St.)

Cost Estimates and Conceptual plans are assembled and will be submitted to Jefferson Parish for HUD funding application. Hancock cost estimate is \$161,582.50. Palfrey Cost Estimate is \$131,446. In lieu of Capital Outlay funding, the city may include the Palfrey St. Project as part of the Capital Improvements Plan.

Creagan Canal Bank Failure

Conceptual drawings and cost estimate were created for reinforcing the canal bank along Creagan Canal (506'). In lieu of Sheet pile reinforcement, RCR concrete matting explored as a cheaper alternative.

Governor Hall Connector Project.

Union Pacific asked the city to resubmit our permit-variance package. The resubmittal was sent on June 6, 2023. Union Pacific and Olsson Engineering sent a reimbursement agreement to Mayor Constant. The agreement asks Gretna to reimburse Union Pacific for their engineer's (Olsson) analyses of this section of the rail line. It is a positive step towards getting the UP permit-variance. The mayor has signed the reimbursement agreement. Olsson Engineering is performing the analysis for UP. DOTD Rail Safety Engineer-William Shrewsbury is being kept in the loop on these matters.

2023-2024 Capital Outlay.

2023-2024 Capital Outlay requests have been submitted. The projects submitted for funding are City Hall Exterior and Interior Renovations, Downtown Drainage Phase 3 – Governor Hall Connector, Stumpf Blvd Canal Box Culvert – Friedrich's St. Bypass and Old Garden Park Lighting Project.

2023-2024 Capital Improvements Plan

Projects in this plan are Asphalt Paving along Monroe Street (4th Street to Americus 3 Phases), Palfrey St. (Milton-Virgil), Lafayette St. (4th-5th), 1st St (Hamilton - Lafayette) and Old Garden Park Asphalt Paving. This work will begin before April. The City is using Boh Bros. though the Jefferson Parish Asphalt maintenance contract.

Finance Department:

**Report "Actual vs. Budget for Major Funds" was
distributed prior to the meeting.**

City of Gretna

Department of Inspection and Code

Permits Issued from 2/6/2024 12:00:00 AM thru 3/7/2024 12:00:00 AM

Designation	Issued Date	Permit Number	Contractor	Zone	Site Address	Estimated Value	Description	Paid	Apply Online
Commercial: Remodeling Renovations (Com)	2/26/2024	2023-7447	D & D Elevators, Inc. - David Shaw	C-2 (General Commercial District)	4 Westbank Expy	\$150,000.00	Modernize Elevator - update controls, controller, tank unit and doors as per code and requirements. All trades shall file under this permit number. You are required to post permit in window visible from street for the duration of project. Failure to post shall result in a failed inspection. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org. Failure to complete all required inspections under this permit shall result in the inability to proceed with any new permits for improvements in the future.	\$775.00	

City of Gretna

Department of Inspection and Code

Permits Issued from 2/6/2024 12:00:00 AM thru 3/7/2024 12:00:00 AM

Commercial: Remodeling Renovations (Com)	2/19/2024	2023-7432	PERRIER ESQUERRE CONTRACTORS, LLC	BC-2 (Business Core District)	64 Westbank Expressway	\$42,249.00	Concrete parking lot repairs at various locations. Work is to be completed overnight as to not impact traffic flow during the day. Work shall be completed between a 3-5 day timeframe. This work will include saw cut, demo and pour back with high early cure concrete, each night, until all areas have been repaired. All work shall be in accordance with code and requirements. You are required to have permit on site and at all inspections. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org. Failure to complete a permit of all required inspections will result in an ability to proceed with any new permits for improvements in the future.	\$235.00	
	2/29/2024	2023-6863	FCA Construction LLC - Albert W. Courcelle III	R-1 (Single Family Residential District)	900 Franklin Street	\$1,218,945.00	This permit filed several structure under one permit and therefore partials will be required with naming the building per request of architect and contractor. Hurricane	\$6,120.00	

City of Gretna
Department of Inspection and Code
Permits Issued from 2/6/2024 12:00:00 AM thru 3/7/2024 12:00:00 AM

		CONSTRUCTION, LLC	Family Residential District)	school to include painting, remove and replace drywall, remove and replace ceiling tiles/light fixtures, remove and replace flooring, and minor repair to hvac system as per code and requirements and plans provided. All trades shall file under this permit number. City of Gretna stamped approved plans shall be printed at a full sized by applicant and shall be on site at all inspections otherwise the inspection is deemed a fail. You are required to post permit in window visible from street for the duration of project and shall not remove it until a Certificate of Completion is issued from the permit system. Failure to post shall result in a failed inspection. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org . Failure to complete all required inspections under this permit shall result in the inability to proceed with any new permits for improvements

City of Gretna

Department of Inspection and Code

Permits Issued from 2/6/2024 12:00:00 AM thru 3/7/2024 12:00:00 AM

Residential: Accessory						\$20,000.00	\$125.00	
Residential: Accessory Building w/Utilities (Res)	2/27/2024	2024-7474	JACK PAUL TERREBONNE - Jack Paul Terrebonne	R-1 (Single Family Residential District)	372 Fairfield Ave	\$27,722.00	\$165.00	Residential construction of a carport storage area on an existing slab as per code and requirements. All trades shall file under this permit number. City of Gretna stamped approved plans shall be printed at a full sized set and shall be on site at all inspections otherwise the inspection is deemed a fail. You ar required to post permit in window visible from street for the duration of project and shall not remove it until a Certificate of Completion is issued from the permit system. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org. Failure to complete a permit of all required inspections will result in an ability to proceed with any new permits for improvements in the future.
Residential: Addition (Res)	2/19/2024	2023-7360	Allen Nguyen	R-1 (Single Family Residential District)	36 Gelbke Drive	\$75,000.00	\$400.00	New Construction of a 981 sq.ft. addition to a single family dwelling and full interior renovation as



per code and requirements. Addition and renovations to include removal of carport at first floor and expansion of habitable space to be included in that same footprint, second floor with two additional bedrooms, and expanding the first floor kitchen, dining, and relocating mudroom. All trades shall file under this permit number. Location is in an X zone and therefore the top of bottom floor may remain at the existing elevation. City of Gretna stamped Approved Plans shall be printed at a full sized set by applicant and shall be on site at all inspections otherwise the inspection is deemed a fail. You are required to post permit in window visible from street for the duration of project and shall not remove it until a Certificate of Completion is issued from the permit system. Failure to post shall result in a failed inspection. All required inspections may be found in the permit system and shall be requested via

City of Gretna
Department of Inspection and Code
Permits Issued from 2/6/2024 12:00:00 AM thru 3/7/2024 12:00:00 AM

Residential: Renovations (Res)	2/27/2024	2023-7401	WINDOW WORLD OF BATON ROUGE, L.L.C.	R-1 (Single Family Residential District)	716 Amelia St.	\$75,000.00	www.mygovernmentonline.org. Failure to complete all required inspections under this permit shall result in the inability to proceed with any new permits for improvements in the future.	\$400.00	\$130.00
	Exterior residential renovations for 29 6/6 windows as per code and requirements. HDC reviewed, approved, and issued a Certificate of Appropriateness on 2.5.24. All trades shall file under this permit number. You are required to post certificate and permit in window visible from street for the duration of project and shall not remove it until a Certificate of Completion is issued from the per permit system. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org.								

City of Gretna
Department of Inspection and Code
Permits Issued from 2/6/2024 12:00:00 AM thru 3/7/2024 12:00:00 AM

Residential: Renovations (Res)	2/22/2024	2023-7431	tommy savoie	R-1 (Single Family Residential District)	921 Weyer Street	\$25,171.99	Residential kitchen renovations with no change in layout to include plumbing and electrical as per code and requirements. You are required to post your permit in the window visible from the street for the duration of project and shall not remove until a Certificate of Completion is issued from the permit system. Failure to post shall result in a failed inspection. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org	\$150.00	

City of Gretna
Department of Inspection and Code
Permits Issued from 2/6/2024 12:00:00 AM thru 3/7/2024 12:00:00 AM

Residential: Renovations (Res)	2/19/2024	2022-5987	New South Windows - Jeremy Garcia`	R-1 (Single Family Residential District)	1128 madison street	\$23,336.00	STOP WORK ORDER - WORK COMMENCED WITHOUT A PERMIT - Remove existing 6 over 6 windows and replace with 2 over 2 windows with the existing opening, size, and dimension. HDC reviewed, approved, and issued a Certificate of Appropriateness on 9.6.22 and signed by owner on (date). You are required to post your certificate and permit in window visible from street for the duration of project and shall not remove it until a Certificate of Completion is issued from the permit system. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org. Failure to complete a permit of all required inspections will result in an ability to proceed with any new permits for improvements in the future.	\$140.00	

City of Gretna
Department of Inspection and Code
Permits Issued from 2/6/2024 12:00:00 AM thru 3/7/2024 12:00:00 AM

Residential: Renovations (Res)	2/21/2024	2023-6386	MARK TREADAWAY BUILDER INC. - Mark Cedric Treadaway	R-1 (Single Family Residential District)	125 Ocean Ave	\$24,960.00	Exterior renovations to and existing single family dwelling to include installation of new windows, doors, hardi siding and fascia, iron railings, painting, and recessed lighting on front of structure all as per code and requirements. HDC reviewed, approved, and issued a Certificate of Appropriateness on 6.5.23 and applicant signed on 6.14.23. You are required to post your certificate and permit in window visible from street for the duration of project and shall not remove it until a Certificate of Completion is issued from the permit system. Failure to post shall result in a failed inspection. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org. Failure to complete a permit of all required inspections will result in an ability to proceed with any new permits for improvements in the future.	\$150.00	
						\$94,467.99		\$570.00	

City of Gretna
Department of Inspection and Code
Permits Issued from 2/6/2024 12:00:00 AM thru 3/7/2024 12:00:00 AM

Residential: Repairs (Res)	2/19/2024	2023-7400	Guidry's Specialty Building, L.L.C.	R-1 (Single Family Residential District)	1 Willow Lane	\$30,000.00	Repair damage to side of a single family dwelling damaged by impact of car that hit it in accordance with code and requirements and contract provided by contractor. All trades shall file under this permit system. You are required to post permit in window visible from street for the duration of project and shall not remove it until a Certificate of Completion is issued from the permit system. Failure to post shall result in a failed inspection. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org. Failure to complete all required inspections under this permit shall result in the inability to proceed with any new permits for improvements in the future.	\$175.00	
						\$30,000.00		\$175.00	
Total						\$1,897,383.99		\$9,785.00	



Code Enforcement Report 2-1-24 thru 3-8-24

Violation	Total Violations	Closed Violations
Accessory structure	9	
Animals running at large	1	
Automobile dealers (Repair work)		
Automobile repair shops and body shops (Building required)		
Business license required	24	
City responsibility; criteria for city collection		
Construction dumpster	1	
Commercial vehicles in a residential zone	5	
Construction and maintenance of basketball goals on city streets		
Dangerous structure or premises (Board and Secure)	6	
Decorative features	6	
Defacement of property	2	
Disposal of cut grass, weeds, tree limbs etc.; in drainage ditches and on public streets and right of way prohibited		
Dogs running at large		
Exceeding what is allowed in a C1 Zone		
Exterior walls/doors	1	
Failure to provide for or maintain utility service		
Exceeding what is allowed in a R1 zone		
Fences enclosing dumpsters		
Grading and drainage	4	
Interior structure (Unsafe condition)		
Occupancy Limitations	1	
Landscape maintenance		
Maintenance of a nuisance prohibited	8	
Operable motor vehicle storage yards	1	
Inoperable vehicles	18	
Neglect of historic structure		
Non-routine motor vehicle repair prohibited	3	
Nonconforming sigs		
Premises Identification		
Overflowing Dumpsters		
Pest Elimination		
Outdoor display of merchandise, goods and movables		
Parking on the front lawn	4	
Cruelty to animals	1	
Pit Bull Dogs		
Person’s Responsibility	1	
Parking of buses, trailers, water crafts	3	
Storage of vehicles awaiting repair	3	
Premises maintained in a prohibitive manner	4	
Prohibited discharges	3	
Prohibited sigs	5	
Protective treatment	8	
Commercial vehicles in a residential zone		
Roofs and drainage	4	
Removal of waste		
Sign erection permits and review	5	
Sign maintenance		
Single-family residential district, R-1		
Short Term Rentals	2	
Stairways, decks porches and balconies	1	
Storage of camping and recreational equipment	4	
Storage of parts or waste materials	1	
Premises Identification	1	
Rubbish and garbage		
Storage Containers	3	
Dumping in city park	1	
Trash, debris etc.	63	
Temporary signs	2	
Vending Machines		
Parking buses, trailers, water crafts on city streets prohibited		
Weeds, grass, other vegetation	49	
Windows, skylight and door frames	4	
Work commencing before building permit issued or filing application accepted	26	
TOTALS	300	

CITY OF GRETNA
HISTORIC DISTRICT COMMISSION MEETING
Gretna City Hall
740 2nd Street, 2nd floor Council Chambers, Gretna, LA 70053
March 5, 2024 – 4:00 PM (Rescheduled)

To: Mayor Belinda Constant
Council Members Wayne Rau, Rudy Smith, Mike Hinyub, Mark Miller, and Jackie Berthelot
Norma J. Cruz, City Clerk

From: Peter Spera III, Chairman - Danika Gorrondona, City Building Official

Members Present:

District 2: Zack Dieterich
District 3: Peter Spera III
District 4: Sandra Banks
At Large: Peter Debroeck

Members Absent:

Architect: Paula Peer
District 1: Burdell Muller
Historian: James Rolf

CONSENT AGENDA FOR CERTIFICATE OF APPROPRIATENESS

Motion to approve properties on the consent agenda.

Approved 4-0 Motion by: Zack Dieterich Second by: Peter Debroeck

- (1) **625 Derbigny Street - COA – 24-021 Issued**
Applicant: Amber Rand - For: Iron fence and rolling gate
- (2) **429 Huey P. Long Avenue - COA – 24-022 Issued**
Applicant: J Paige Pecoul - For: Sign

PROPERTIES WITH CURRENT REQUEST FOR CERTIFICATE OF APPROPRIATENESS

- (1) **1010 5th Street**
Applicant: Eder Sosa - For: Residential addition
Deferred 4-0 Motion by: Zack Dietrich Second by: Peter Debroeck
- (2) **918 8th Street – COA – 24-023 Issued**
Applicant: Roylene Kornovich - For: Fence & Gate
Approved 4-0 Motion by: Zack Dietrich Second by: Peter Debroeck
- (3) **721 Lafayette Avenue – COA – 24-024 Issued**
Applicant: Lauren Verges - For: Window replacement
Approved 4-0 Motion by: Zack Dietrich Second by: Peter Debroeck
- (4) **710 Franklin Street – COA – 24-025 Issued**
Applicant: Nick Christiana - For: New residence
Approved 4-0 Motion by: Zack Dietrich Second by: Sandra Banks
- (5) **836 Huey P. Long Avenue – COA – 24-026 Issued**
Applicant: Robert Wolfe - For: Two windows and exterior renovations
Approved 4-0 Motion by: Zack Dietrich Second by: Sandra Banks
- (6) **630 Newton Street – COA – 24-027 Issued**
Applicant: John Dalton - For: Front Door
Approved 4-0 Motion by: Zack Dietrich Second by: Sandra Banks
- (7) **701 Franklin Ave – COD – 24-028 Issued**
Applicant: Jimmy Cao - For: Residential renovations, deviation from COA 01/2/24
Approved 4-0 Motion by: Zack Dietrich Second by: Peter Debroeck
- (8) **523-525 Lafayette Avenue – COA – 24-029 Issued**
Applicant: Brady Garrity - For: Commercial Renovations
Approved 4-0 Motion by: Zack Dietrich Second by: Sandra Banks
- (9) **1108-1110 Derbigny Street**
Applicant: John McGill, Sr., / Chris Cuccia - For: Demolition, Preliminary conference
Deferred 4-0 Motion by: Zack Dietrich Second by: Peter Debroeck

(10) **517 10th Street**

Applicant: Zack Dietrich - For: Exterior renovations

Deferred 4-0 Motion by: Sandra Banks Second by: Peter Debroeck

(11) **514 Perry Street**

Applicant: Zack Dietrich

For: Exterior renovations

Deferred 4-0 Motion by: Sandra Banks Second by: Peter Debroeck

ADJOURNMENT:

On a motion by **Member Zack Dietrich** and seconded by **Member Peter Debroeck**, the Historic District Commission (HDC) meeting for March 5, 2024, adjourned at 4:43 pm, and the same was unanimously approved by all commission members.

Respectfully submitted by: Peter Spera III, Chairman



City of Gretna Parks and Parkways Department

MEMO

TO: Honorable Belinda C. Constant; City Council Members

FROM: Danny Lasyone (Dina Matthews)

DATE: March 13, 2024

RE: Status reports - Citywide maintenance and public improvements projects

District 1

- Blew drain lines and cleaned drain boxes with vactor truck 1100 & 1108 Rupp Street, 1115 Solon Street, 132 Kepler Street, 915 & 916 Milton Street, 330 & 436 Monroe Street and Whitney Avenue & Anson Street
- Neutral ground maintenance (ongoing)
- City Sweeper cleaning streets district wide
- Asphalt repair completed at Whitney Avenue & Romain Street and a driveway at 362 Hamilton Street

District 2

- Blew drain lines and cleaned drain boxes with vactor truck at Lafayette Street from 2nd Street to 3rd Street, Madison Street; Perry Street, Gulf Drive from 8th Street to 9th Street, 10th Street & Newton Street and 9th Street & Weyer Street
- Neutral ground maintenance (ongoing)
- City Sweeper cleaning streets district wide
- Cleaning catch basins district wide (ongoing)
- Cut and trimmed Huey P. Long Avenue

District 3

- Blew drain lines and cleaned drain boxes with vactor truck at 3613 Claire Avenue, 2909 & 2911 Hero Drive, 24th Street & Huey P. Long Avenue, 133 Mason Street, 2416 Stafford Street and 23rd Street & Newton Street
- City Sweeper cleaning streets district wide
- Cut and trimmed grass at Belleview Park and City Park
- Grocery carts picked up weekly district wide
- Cleaning catch basins district wide (ongoing)
- Repaired 9 feet of 15-inch drain line at 2213 Hero Drive

District 4

- Blew drain lines and cleaned drain boxes with vactor truck at 192 Willow Drive, 63 & 64 Marie Drive, 1028 Hawkins Street, Smithway Drive & Linda Court, 214 James Court and Howard Street & Linda Court
- Grocery carts picked up weekly district wide
- City sweeper cleaning streets district wide
- Neutral ground maintenance (ongoing)
- Cleaning catch basins district wide (ongoing)
- Repaired drain box at 121 Kennedy Drive

Citywide

- Sign maintenance
- Drain maintenance
- Grass cutting
- WPA ditch cleaning in Districts 1 and 2 with city crews
- Pickup of grocery carts weekly

On a motion by **Council Member** _____ and seconded by **Council Member** _____, the following ordinance as amended was introduced:

ORDINANCE NO.

An ordinance adding, amending, editing, and modifying various sections of the Unified Development Code (UDC), Chapter 58. (Per Attachment)

All amendments per the attachment: ADD Brewpubs Micro distilleries in Section 58-113 and Section 58-23. ADD definitions to Section 58-424. ADD regulations for Brewpubs to Section 58-309; and renumber existing Section 58-309, and Section 58-337. AMEND Section 58-123. ADD personal care home and residential care home to Sections 58-109, 58-113, and 58-123. EDIT Section 58-315. ADD definition to Section 58-424. AMEND Section 58-301(a)(4). AMEND Section 58-301(a)(6). AMEND Section 58-181(a) to add paragraph (7). ADD Medical Marijuana Dispensaries to Section 58-123. ADD New Section 58-321; and renumber subsequent sections in Article V. AMEND Section 58-194 Exemptions to add a new paragraph (h) as follows to incorporate amendment from ordinance 4832. AMEND Section 58-197(d)(8). -AMEND Section 58-114(a)(2). MODIFY Exhibit 58-113 and 58-123. INSERT New Section 58-313 Event Halls, and renumber remaining sections as applicable. (See attachment)

WHEREAS, the City of Gretna is desirous of improving economic development and subsequent quality of life for the citizens of Gretna; and

WHEREAS, the City of Gretna has an obligation to provide its citizens with ordinances that clearly describe permitted activities in the city.

NOW, THEREFORE, BE IT ORDAINED by the City Council, acting as legislative authority for the City of Gretna, that:

The Unified Development Code (UDC) Chapter 58, the following Sections are hereby amended:

-Add brewpubs micro-distilleries in Section 58-113 and Section 58-23. -Add definitions to Section 58-424. -Add regulations for Brewpubs to Section 58-309; and renumber existing Sections 58-309, 58-337. -Amend Section 58-123. -Add personal care home and residential care home to Sections 58-109, 58-113, and 58-123. -Edit Section 58-315. -Add definition to Section 58-424. – Amend Section 58-301(a)(4). -Amend Section 58-301(a)(6). -Amend Section 58-181(a) to add paragraph (7). -Add Medical Marijuana Dispensaries to Section 58-123. -Add New Section 58-321; and renumber subsequent sections in Article V. - Amend Section 58-194 Exemptions to add a new paragraph (h) as follows to incorporate amendment from ordinance 4832. -Amend Section 58-197(d)(8). -Amend Section 58-114(a)(2). -Modify Exhibit 58-113 and 58-123. Insert New Section 58-313 Event Halls, and renumber remaining sections as applicable. (See attachment)

Provided that a majority of the City Council have voted in favor of this ordinance, this ordinance shall have the full force and effect of law at midnight on the tenth day following the Clerk's presentment of same to the mayor, in accordance with Louisiana Revised Statutes 33:406(c)(2) unless the mayor returns same, unsigned, to the clerk during that ten-day period.

This ordinance was submitted to a vote; and the vote thereon was as follows:

Yeas: **Council Members**

Nays:

Absent:

ADOPTED:

APPROVED:

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

Ordinance presented to the Mayor on December 14, 2023.

Ordinance returned from the Mayor on December 14, 2023.

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

**CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA**

Potential Amendments to Gretna UDC

1. Brewpubs and Microdistilleries

a. Add brewpubs micro-distilleries as new uses and permit as follows in sections 58-113 and 58-123:

Land Use	LBCS #	Description	BC-1	BC-2	C-1	C-2	Additional Conditions
Brewpub	2542	Eating or drinking establishment with a small brewery on premises that produces beer, ale, or other malt beverages	S	S	C	S	Sec. 58-309
Micro-distillery	2544	Eating or drinking establishment with a small distillery on premises that produces liquor	S	S	C	S	Sec. 58-309

b. Add the following definition to section 58-424

Brewpub. A brewpub is primarily an eating and drinking establishment (restaurant) with a small brewery on the premises that produces beer, ale, or other malt beverages, and where the majority of the beverage produced is consumed on the premises. This classification allows a brewpub to sell beer at retail and/or act as wholesaler for beer of its own production for off-site consumption, with applicable State licenses.

Micro-Distillery. A micro-distillery is primarily an eating and drinking establishment (restaurant with a small distillery for the production of liquor as defined by RS 26:24, where the majority of the liquor produced is consumed on the premises. This classification allows a micro-distillery to sell liquor of its own production at retail for off-site consumption with applicable State licenses.

c. Add the following regulations for Brewpubs to Section 58-309 and renumber existing sections 58-309-58-337

Sec. 58-309 Brewpubs and Micro-distilleries

- (a) Operators shall obtain required state permits prior to operating a brewpub or micro-distillery.
- (b) Operator shall comply with all applicable State and local laws or permit conditions.
- (c) A brewpub may brew beer and other malt beverages in quantities not to exceed twelve thousand five hundred (12,500) barrels per year.
- (d) A micro-distillery may distill, make, blend, rectify, or process not more than twelve thousand (12,000) gallons per year.
- (e) Not more than fifty (50) percent of the gross floor area of the brewpub or micro-distillery shall the used for production of alcoholic beverages, including, but not limited to, the brewhouse, boiling and water treatment areas, stills, bottling and kegging lines, malt milling and storage, fermentation tanks, conditioning tanks and serving tanks.
- (f) Where permitted by state and federal law, retail carryout sale of beverages produced on a brewpub premises shall be allowed in specialty containers holding no more than a U.S. gallon (3,785 ml/128 US fluid ounces). These containers are commonly referred to as growlers.
- (g) Brewpubs may sell beer in keg containers larger than a U.S. gallon (3,785 ml/128 US fluid ounces) for the following purposes and in the following amounts:
 - i. An unlimited number of kegs for special events, the primary purpose of which is the exposition of beers brewed by brewpubs and microbreweries, which include the participation of at least three such brewers;
 - ii. An unlimited number of kegs for City co-sponsored events where the purpose of the event is not for commercial profit and where the beer is not wholesaled to the event co-sponsors but is instead, dispensed by employees of the brewpub.
- (h) All mechanical equipment visible from the street (excluding alleys), an adjacent residential use, or residential zoning district shall be screened using architectural features consistent with the principal structure.
- (i) Access and loading bays shall not face any street, excluding alleys.

- (j) Access and loading bays facing an adjacent residential use or residential zoning district, shall have the doors closed at all times, except during the movement of raw materials, other supplies and finished products into and out of the building.
- (k) Service trucks for the purpose of loading and unloading materials and equipment shall be restricted to between the hours of 8:00 a.m. and 8:00 p.m. Monday through Saturday and between 11:00 a.m. and 7:00 p.m. on Sundays and national holidays.
- (l) No outdoor storage shall be allowed. This prohibition includes the use of portable storage units, cargo containers and tractor trailers.

2. Funeral Homes and Crematoria

Amend Section 58-123 to distinguish between funeral homes with crematoria and funeral homes without crematoria:

Land Use	LBCS #	Description	C-1	C-2	Additonal Conditions
Funeral homes w/ crematoria	6710a	Includes funeral homes combined with crematoria		P	
Funeral homes no crematoria	6710b	Includes funeral homes but does not allow crematoria	P	P	

3. Personal and Residential Care Homes

a. Add personal care home and residential care home to Sections 58-109, 58-113, and 58-123 as follows:

Land Use	LBCS #	Description	R-1	R-2	R-3	BC-1	BC-2	C-1	C-2	Additonal Conditions
Personal Care Home	2231	Adult residential care facility for 2-8 residents	C	C	P	P		P		Sec. 58-315
Residential Care Home	2232	Adult residential care facility for 9-16 residents	C	C	P	P		P		Sec. 58-315

b. Edit Section 58-315 as follows:

Sec. 58-315 Institutional Care Facilities

- (a) Applicability. Institutional care facilities include:
- (1) Hospitals, clinics and other medical treatment facilities in excess of 10,000 square feet;
 - (2) Nursing care institutions, intermediate care institutions, handicapped, aged or infirm institutions and child care institutions;
 - (3) Continuing Care Retirement Communities that provide assisted or graduated care for seniors;
 - (4) Institutions for the confinement of the mentally ill;
 - (5) Personal care homes;
 - (6) Residential care homes; and
 - (6) Single-family and multi-family dwellings used for group homes caring for six (6) or more individuals, any home providing services drug or alcohol treatment or recovery, and halfway houses.
- (b) Generally. The following standards apply to all institutional care facilities:
- (1) Dwellings may be allowed in accordance with the minimum lot area standards of the applicable zoning district.

- (2) Residential building setbacks may be reduced between individual buildings on the interior portion of the facility subject to compliance with applicable Fire Code standards.
- (3) Setbacks on the perimeter of the development shall be the same as that for the zoning district in which the facility is located or the abutting district, whichever is greater.
- (4) The issuance of a conditional use permit for an institutional care facility shall be conditioned upon the applicant obtaining all required state licenses prior to operating the facility and maintaining said licenses while operating the facility.
- (5) To prevent a concentration of institutional care facilities in residential neighborhoods, no such facility shall be located within one thousand (1,000) feet of another such facility, measured along a straight line from property line to property line.

(c) Personal Care Homes

- (1) At least two (2) on-site parking spaces shall be provided.
- (2) Minimum lot area for a personal care home is 5,500 square feet.
- (3) Personal care homes in R-1 and R-2 districts shall be limited to residents aged 60 or older unless otherwise approved by through the conditional use permit process.
- (4) All state requirements shall be met for Level 1 adult residential care homes.

(d) Residential Care Homes

- (1) At least three (3) on-site parking spaces shall be provided.
- (2) Minimum lot area for a personal care home is 6,000 square feet.
- (3) Personal care homes in R-1 and R-2 districts shall be limited to residents aged 60 or older unless otherwise approved by through the conditional use permit process.
- (4) All state requirements shall be met for Level 2 adult residential care homes.

(e) Continuing Care Retirement Communities. The following standards shall apply to continuing care retirement communities:

- (1) Existing continuing care retirement communities that are not authorized by zoning classification shall be considered conforming uses for purposes of reconstruction or expansion, subject to the provisions of this section. All new or expanded structures for principal or accessory uses shall be located on the existing site. Any expansion to adjacent or contiguous sites outside of the existing property boundaries will require approval through the Planned Development (PD) zoning process.
- (2) PD zoning is required and all facilities shall be approved through the PD approval process.
- (3) In addition to the PD approval criteria, the City Council shall find that the proposed development will:
 - a. Create a more desirable environment than would otherwise be possible under existing zoning and provide a compatible mix of housing types;
 - b. Enhance the appearance of neighborhood through the preservation of natural features, the provision of underground utilities and the retention of at least twenty (20) percent of the site for open-space/green areas.
 - c. Be compatible with and will contribute to the stability and vitality of surrounding residential areas and businesses.
 - d. Not create an undue fiscal burden on existing taxpayers for the provision and maintenance of public facilities and services.
- (4) Conveniently located indoor common areas for recreation, social, and dining shall be provided for the residents.

c. Add the following definition to section 58-424

Personal Care Home. A level 1 adult residential care facility that provides room and board and personal services to two (2) but not more than eight (8) residents in a

group living and dining setting and is located in a single-family dwelling that is designed as any other private dwelling in the neighborhood.

Residential Care Home. A level 2 adult residential care facility that provides room and board and personal services for nine (9) or more residents, but not more than sixteen (16) residents in a group living and dining setting.

4. Accessory Buildings in Residential Districts

Amend Section 58-301(a)(4) as follows:

(4) Accessory Building Height.

- a. The mean height, as measured along the slope of the roof of accessory buildings or accessory structures permitted in a required rear or side setback area, may not exceed fifteen (15) feet in height.
- b. The Planning Director may grant up to a ten (10) percent increase upon finding that the additional height enables the building design and roof-pitch to be more consistent with the principal structure.
- c. The Planning Director may approve accessory structure heights of up to twenty-two (22) feet if the accessory structure meets the minimum setback requirements for the principal structure and is not taller than the principal structure on the lot it is located or on adjacent lots.
- d. Mean height shall not include the height of the parapet if the Planning Director finds that the parapet is consistent with and complementary to the front of the principal structure.

5. Accessory Structures for Non-Residential Uses

Amend Section 58-301(a)(6) as follows:

(6) Non-residential Districts.

- a. In BC, C and M districts, all structures shall be considered principal structures unless the Planning Director finds that the structure and its use are accessory to a principal use being conducted in another building on the site.
- b. Accessory structures shall comply with the minimum setback requirements for principal non-residential structures in the applicable zoning district, except where a property in a C or M district backs up to a B-C, C or M district, an accessory structure that is no more than fifteen (15) feet in height shall be set back from the rear property a minimum of five (5) feet.
- c. In BC and C districts, accessory structures other than gas station pumps in C-2 districts, shall be located in an interior side or rear yard.
- d. Portable storage units shall comply with the provisions of section 10-10(c) of the City Code.
- e. Not more than two (2) accessory structures may be allowed per lot in a BC or C district.

6. Prohibiting Parking on Vacant Residential Lots

Amend Section 58-181(a) to add paragraph (7) as follows:

- (7) Parking or storage of vehicles, watercraft, trailers, or equipment shall be prohibited on any vacant lot located in an R-1 or R-2 district.

7. Medical Marijuana Dispensaries

a. Add medical marijuana dispensary to Section 58-123 as follows:

Land Use	LBCS #	Description	C-1	C-2	Additional Conditions
Medical Marijuana Dispensary	2161	Facility for the distribution or medical marijuana and related products but not for production of marijuana or related products		S	Sec. 58-309

b. Add a new section 58-321 as follows and renumber subsequent sections in Article V:

Sec. 58-321 Medical Marijuana Dispensary

- (a) Medical marijuana dispensing facilities shall comply with all State laws and rules for such facilities and shall provide documentation of applicable licenses and approval to the City prior to applying for a business license.

- (b) Upon issuance of a business license, the Planning Director may issue a certificate of use for a medical marijuana dispensary subject to compliance with the requirements of this section. The certificate of use shall be valid for one (1) year and may be renewed each year subject to compliance with the requirements of this section and annual review.
 - (c) No medical marijuana dispensing facility shall be located within 1,000 feet of any child care facility, preschool, kindergarten, elementary school, middle school, junior high school, high school, or religious facility. By state law a 15-mile separation is required between facilities.
 - (d) The distance from a child care facility, preschool, kindergarten, elementary school, middle school, junior high school, high school, religious facility, or residential property shall be measured by following a straight line from the nearest point of the respective structure to the front door of the proposed dispensing facility.
 - (e) Dispensing of, payment for, and receipt of marijuana or marijuana products is prohibited anywhere outside of the dispensing facility, including, but not limited to, on sidewalks, in parking areas, or in the rights-of-way surrounding the dispensing facility; provided, however, this provision shall not be construed to prohibit delivery of marijuana or marijuana products to an eligible patient, as permitted by State law or rule.
 - (f) Consumption of marijuana or marijuana products is prohibited onsite at the dispensing facility, including, but not limited to, in the parking areas, sidewalks, or rights-of-way surrounding the dispensing facility; provided, however, this provision shall not be construed to prohibit consumption associated with a dispensing facility employee, trained by a medical professional such as a doctor, nurse, pharmacist, or medical or physician's assistant, instructing an eligible patient on the mechanism of consumption of medical marijuana or related products, as permitted by state law or rule.
 - (g) Irrespective of any statutory amendment, facilities dispensing medical marijuana or medical marijuana products shall only be allowed to operate between the hours of 7:00 a.m. and 9:00 p.m. daily.
 - (h) The medical marijuana dispensary must be established on the premises by a state-approved dispensing organization within 180 days of the date the certificate of use is issued; after 180 days, unless the time period is extended by the Director for good cause shown, the certificate of use shall be null and void and the applicant must re-apply.
8. (i) Where, pursuant to State law or rule, a civil violation relating to the dispensing medical marijuana or marijuana products has been issued, or the City has determined that a nuisance exists at the dispensing facility, the certificate of use shall be revoked immediately, and a new application may not be made within a period of twelve (12) months.

Political Signs

Amend Section 58-194 Exemptions to add a new paragraph (h) as follows to incorporate amendment from ordinance 4832:

- (h) Political signs for candidate or proposition shall be allowed temporarily without a permit 60 days prior to a Special Primary Election, Special General Election, Municipal Primary Election, Municipal General Election, Open Primary Election or Congressional Election and shall be promptly removed by the property owner within fifteen (15) days following said election of a candidate or passage/defeat of a proposal.

9. Billboards

Amend Section 58-197(d)(8) as follows regarding establishment of digital billboards:

(8) New billboards shall only be authorized when replacing one or more existing billboards. Establishment of a new billboard or the modification or replacement of an existing billboard that includes an electronic message sign shall be authorized when replacing two or more existing billboards, one of which may be an existing billboard that is modified, provided that the establishment of an electronic message sign on a billboard results in the net reduction of at least one (1) billboard in the City. No new billboard shall be established unless it is located on a site of at least one (1) acre, all required setbacks are met on the site and the billboard is located at least 1,200 feet from the nearest billboard. The reduction and replacement requirements shall not apply to portions of the City annexed in 2014.

10. Conversion of Doubles in BC-1

Amend Section 58-114(a)(2) follows:

(2) Conversion of an existing two-family dwelling or double shall be limited to conversion to a single family residential dwelling, a single residential dwelling unit and a single business, or a single business; they shall not be converted to two businesses. All uses shall provide the minimum number of parking spaces in accordance with Article IV, Division 2 of this UDC.

11. Event Halls

A. Modify Exhibit 58-113 and 58-123 as follows to distinguish caterers and event halls:

Land Use	LBCS #	Description	BC-1	BC-2	C-1	C-2	Additional Conditions
Catering	2560	Provide single event-based food services. They transport food via equipment and vehicles to events Banquet halls or events halls are excluded from this subcategory.	C	S	C	P	
Event Halls	5661	Facility located on private property that primarily functions to social gatherings. Events halls consist of one or more meeting or multipurpose rooms, that are available for use by various private groups for such activities as meetings, parties, weddings, receptions, and dances. Events halls may include kitchen facilities.		C		C	Sec 58-313

Insert a new Section 58-313 as follows and renumber remaining sections as applicable:

Sec. 58-313 Event Halls

Events Halls may be authorized by conditional use permit subject to the following conditions, which may be modified through the conditional use permit process:

- (a) **Application:** The applicant for a conditional use permit for an events center shall provide the following information:
- (1) A description of the specific types of events proposed to be conducted in the facility,
 - (2) Services provided for the events, including but not limited to food, beverage, audio visual and staffing;
 - (3) Frequency of events;
 - (4) Maximum size of events;
 - (5) Proposed hours of operation;
 - (6) Means of complying with Chapter 24, Article V Noise provisions of the City Code;
 - (7) Building plans showing compliance with adopted building and safety codes;
 - (8) If food service is provided, kitchen plans demonstrating compliance with applicable health codes;
 - (9) If alcoholic beverages are to be available at any event, documentation of compliance with applicable local and State laws;

- (10) Site plan documenting locations and dimensions of available space for events, signage, outdoor lighting, parking lot design complying with the provisions of this section, any vehicle operational areas for patrons or service providers, and loading zones;
 - (11) Planting plan showing proposed landscaping and buffering; and
 - (12) Stormwater management plan.
- (b) **Parking:** On-site parking (on the same site, lot, or parcel as the event hall) shall be provided in accordance with Article IV, Division 2 of this UDC at a rate of 1 parking space per 4 people of maximum capacity of the entire facility.
 - (c) **Access:** The facility shall have direct access to a collector or arterial level street with sufficient capacity to accommodate maximum occupancy of the event hall.
 - (d) **Uses:** No event hall shall host any event that would be subject to adult use regulations under Chapter 12, Article III of the City Code.
 - (e) **Food Service:** Preparation and serving of food shall comply with all local and State requirements.
 - (f) **Alcoholic Beverages:** Compliance with all local and State laws and rules is required If alcoholic beverages are sold, provided, or served for participants in and events.
 - (g) **Revocation of Conditional Use Permit:** Failure to comply with any of the conditions of this section or the applicable conditional use permit may result in revocation of the permit pursuant to Section 58-63 of this UDC.
 - (h) **Location:** No event hall shall be located within 300 feet of a residential use or district.
 - (i) **Outdoor Events:** No outdoor music or amplification shall be allowed unless approved pursuant to a special event permit.
 - (j) **Event Attendance:** Events open to the general public in exchange for admission or other compensation shall only be authorized subject to issuance of a special event permit.