

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



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

May 8, 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: (Mayor Constant)**
 - A. "Gretna Green, Keeping It Clean" 2024 Coloring Contest Winners.
 - B. Braylen J. Jimenez (St. Anthony Catholic School) - Recognition.
 - C. Italian Irish Parade - Recognition.
 - D. In Memoriam - Miss Joni Bathel.
 - E. Andy Hymel's School of Music - Post Backstage Scholarship.
 - F. Historic Preservation Showcase (2023).
 - G. Recognition of New Businesses:
- 5. Request for Proposals: (Council Approval)**
 - A. Services for curbside residential and small business solid waste material collection, consolidated garbage of the City of Gretna.
- 6. CONSENT AGENDA:**
 - A. Approval of Meeting Minutes:**

April 10, 2024 Council Regular meeting.
 - B. Adoption of Resolution(s) by Consent:**
 - (1) A resolution by the City of Gretna proclaiming May 2024, as National Cities, Towns, and Villages Month in celebration of America's local governments and the National League of Cities' historic centennial anniversary.

Requested: Administration

Sponsor: Councilman Rau

- (2) A resolution by the City of Gretna, proclaiming the month of May 2024, as Building Safety Month; by stressing the importance of adopting modern building codes and understanding the importance of safe building structures. Encouraging citizens to join with their community by taking part in Building Safety Month activities.
Requested: Administration **Sponsor: Councilman Hinyub**
- (3) A resolution by the City of Gretna, Louisiana, proclaiming May 12, to May 18, 2024, as National Police Week; honoring the service and sacrifice of law enforcement officers by protecting our communities and safeguarding our democracy; and to recognize the Gretna Police Department for keeping the City of Gretna, as one of the safest cities in Louisiana.
Requested: Administration **Sponsor: Councilman Rau**
- (4) A resolution by the City of Gretna, proclaiming the week of May 19, to May 25, 2024, as National EMS Week; and to acknowledge the commitment of the Gretna EMS to provide swift, professional, and compassionate care; and to urge all Americans to express their appreciation for our Nation's EMS providers.
Requested: Administration **Sponsor: Councilman Rau**
- (5) A resolution by the City of Gretna requesting approval of the annual Louisiana Compliance Questionnaire for Fiscal Year April 1, 2023 to March 31, 2024, as mandated by State Law.
Requested: Administration **Sponsor: Councilman Rau**
- (6) A resolution authorizing Mayor Belinda C. Constant to execute the Agreement with Edge AI Solutions, Inc. to provide value oriented, user-friendly, and reliable robotic pipeline solutions to meet the city's challenges of today's infrastructure maintenance and repair.
Requested: Administration **Sponsor: Councilman Hinyub**
- (7) A resolution ratifying the execution of the Cooperative Endeavor Agreement with Jefferson Parish, for the Gretna Police Department to provide security services to various Jefferson Parish facilities described further; as well as periodic security checks, and 24/7 monitoring of the Jefferson Parish camera/alarm system, at a cost not to exceed \$1,600,000.00, per year.
Requested: Administrations **Sponsor: Councilman Hinyub**
- (8) A resolution adopting a Language Access Plan (LAP) for the City of Gretna, to assist Limited English Proficiency (LEP) individuals with meaningful access to federally funded programs and services.
Requested: Administration **Sponsor: Councilman Rau**
- (9) A resolution authorizing Mayor Belinda C. Constant to execute the Cooperative Endeavor Agreement with the Parish of Jefferson to provide to the City \$350,000.00, for economic Development initiatives and events.
Requested: Administration **Sponsor: Councilman Hinyub**

7. Adoption of Ordinance(s):

1. An ordinance as amended declaring vehicles surplus property, and no longer needed for public purposes; and to authorize the sale of said surplus property at a public auction.

Requested: Administration

Sponsor: Councilman Rau

8. Monthly Reports:

A. Police Department Report.

B. City Engineer Status Report

(1) May 8, 2024, Council Meeting.

C. Departmental Monthly Reports (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 and City Development Status Report.

(5) Historic District Commission (April 29, 2024 Meeting)

(6) Planning and Zoning Commission (May 1, 2024 Meeting)

(7) Parks and Parkways Citywide Maintenance and Public Improvements Projects 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

9. Citizens Addressing the Mayor and City Council.

10. Adjournment.

Proclaim May -National Cities, Towns and Villages Month.

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

RESOLUTION NO. 2024-

A resolution by the City of Gretna proclaiming May 2024 as National Cities, Towns, and Villages Month in celebration of America’s local governments and the National League of Cities’ historic centennial anniversary.

WHEREAS, the National League of Cities was founded in 1924 in Lawrence, Kansas, as the American Municipal Association by state municipal leagues seeking more coordination and national representation as cities, towns, and villages expanded rapidly; and

WHEREAS, the nonpartisan National League of Cities is the oldest and largest organization representing municipal governments throughout the United States, representing the interests of more than 19,000 cities, towns, and villages across the country; and

WHEREAS, today, the National League of Cities works in partnership with 49 state municipal leagues across the country to strengthen local leadership, drive innovation, and influence the federal policies that impact local programs and operations; and

WHEREAS, as the voice of cities, towns, and villages in Washington, DC, the National League of Cities has successfully championed federal legislative solutions that support municipalities and has worked closely with Congress and the Executive Branch to educate policymakers on the realities of local implementation; and

WHEREAS, the City of Gretna is a proud member of the National League of Cities, and has benefited from the organization’s research, technical expertise, federal advocacy and opportunities to learn from other local governments; and

WHEREAS, local governments are the bedrock of American democracy, providing 336 million residents with the most accountable, responsive, inclusive, ethical, and transparent government in the world; and

WHEREAS, from the nation’s smallest villages to its largest cities, America’s local governments have been essential in transforming the United States of America into the greatest, most influential nation in world history; and

WHEREAS, the City of Gretna was first incorporated in 1913 and is proudly served today by Mayor Belinda C. Constant, Police Chief Arthur S. Lawson, Jr., City Council Members Wayne A. Rau, Rudy S. Smith, Michael A. Hinyub, Mark K. Miller, and Jackie J. Berthelot, and a municipal workforce of 298 dedicated public servants.

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

The City of Gretna hereby proclaim May 2024 as National Cities, Towns, and Villages Month in celebration of America’s local governments and the National League of Cities’ historic centennial anniversary.

The foregoing resolution was submitted to a vote; and the resolution was adopted by the following votes:

Yeas: **Council Members**

Nays:

Absent:

RESOLUTION ADOPTED: MAY 8, 2024.

**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 by the City of Gretna, proclaiming the month of May 2024, as Building Safety Month; by stressing the importance of adopting modern building codes and understanding the importance of safe building structures. Encouraging citizens to join with their community by taking part in Building Safety Month activities.

WHEREAS, the City of Gretna is committed to recognize that our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disasters strike; and

WHEREAS, all communities need building codes to protect their citizens from disasters like fires, weather-related events and structural collapse. Building codes are society's best way of protecting homes, offices, schools, manufacturing facilities, stores and entertainment venues. Code officials’ work, day in and day out to keep the public safe; and

WHEREAS, the International Code Council, its members, and a diverse partnership of professionals from the building construction, design and safety communities come together with corporations, government agencies, professional associations and nonprofits to promote building safety through proclamations, informational events, legislative briefings and more; and

WHEREAS, International Code Council sponsors Building Safety Month to remind the public of the role of our communities’ largely unknown protectors of public safety—our local code officials—assuring safe, sustainable and affordable buildings essential to prosperity; and

WHEREAS, in observance of Building Safety Month, we come together to support Building Safety Month; and the 2024 campaign theme is “Mission Possible”, because we understand the need for safe and sustainable structures where we live, work and play.

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

The City of Gretna, Louisiana hereby proclaims the month of May 2024, as “Building Safety Month”; stressing the importance of adopting modern building codes and understanding the importance of safe building structures. Encouraging citizens to join with their community by taking part in Building Safety Month activities.

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

Yeas: **Council Members**

Nays: None

Absent: None

RESOLUTION ADOPTED: MAY 8, 2024.

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

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

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

RESOLUTION NO. 2024

A resolution by the City of Gretna, Louisiana, proclaiming May 12, to May 18, 2024, as National Police Week; honoring the service and sacrifice of law enforcement officers by protecting our communities and safeguarding our democracy; and to recognize the Gretna Police Department for keeping the City of Gretna, as one of the safest cities in Louisiana.

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund’s 36th Candlelight Vigil, on the evening of May 13, 2024; and

WHEREAS, in 1962, President John F. Kennedy signed a proclamation declaring May 15, as Peace Officers Memorial Day and the week in which that date falls as Police Week. Law enforcement officers from around the world converge on Washington, DC to take part in several planned events which honor those that have paid the ultimate sacrifice; and

WHEREAS, the goal of National Police Week is to honor and celebrate these officers. Individuals and governments have a responsibility to honor their brave and hardworking law enforcement officers through gratitude, remembrance, servitude, and peer support; and

WHEREAS, Gretna Police Department is a devoted body of people dedicated to keeping the citizens of Gretna safe, earning the respect of all individuals they meet; and

WHEREAS, despite national crime statistics, the City of Gretna has earned national recognition as one of the top safe cities to live in Louisiana, all due to the fastest response times in the nation, an average of two minutes; and

WHEREAS, the Gretna Police Department also protects all schools within the City of Gretna. The department has its own 911 call center and dispatches police, fire, and ambulance calls; and they are the 911 call center backup for the Parish of Jefferson.

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

The City of Gretna hereby proclaims May 14 through May 20, 2023, as “National Police Week”; and to honor and celebrate the Gretna Police Department for keeping the City of Gretna as one of the safest cities to live in, in the State of Louisiana.

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

Yeas: **Council Members**

Nays:

Absent:

ADOPTED: MAY 8, 2024.

**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 by the City of Gretna, proclaiming the week of May 19, to May 25, 2024, as National EMS Week; and to acknowledge the commitment of the Gretna EMS to provide swift, professional, and compassionate care; and to urge all Americans to express their appreciation for our Nation’s EMS providers.

WHEREAS, EMS 2024 Week theme is “Honoring Our Past, Forging Our Future.” “National Emergency Medical Services Week brings together local communities and medical personnel to honor the dedication of those who provide the day-to-day lifesaving services of medicine's frontline”; and

WHEREAS, through service, compassion, and dedication, Gretna EMS providers represent the best of the American spirit; and

WHEREAS, Gretna EMS men and women are qualified in Emergency Medical Technician Basic to the Paramedic level; and several are trained police officers, trained in pharmacology, cardiology, and neurology, and can treat a wide range of illnesses and injuries on individuals of all ages; and

WHEREAS, is the time to show our gratitude toward EMTs and paramedics who provide lifesaving care across the nation every day; and

WHEREAS, EMS Week is also a time to educate the public about EMS, and the essential service we provide to communities.

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

The City of Gretna do hereby proclaim the week of Sunday, May 21, to Saturday, May 27, 2023, as National EMS Week; to acknowledge the commitment of the Gretna EMS to provide swift, professional, and compassionate care; and to urge all Americans to express their appreciation for our Nation’s EMS providers.

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

Yeas: **Council Members**

Nays: None

Absent: None

ADOPTED: MAY 8, 2024.

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

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

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

RESOLUTION NO. 2024-

A resolution by the City of Gretna requesting approval of the annual Louisiana Compliance Questionnaire for the Fiscal Year of April 1, 2023, to March 31, 2024, as mandated by State Law.

WHEREAS, as per State Law, the City of Gretna must conduct a financial audit for the fiscal year of April 1, 2023, to March 31, 2024; and

WHEREAS, the State of Louisiana Compliance Questionnaire is a required part of a financial audit of State of Louisiana and local government and quasi-public agencies; and

WHEREAS, in preparation of the audit, the City of Gretna must present to the appointed auditor a completed “Louisiana Compliance Questionnaire” prior to the beginning of the audit.

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

The Gretna City Council hereby approves the annual State of Louisiana Compliance Questionnaire for the Fiscal Year April 1, 2023, to March 31, 2024, as mandated by State Laws.

The foregoing resolution was submitted to a vote; and the resolution was adopted by the following votes:

Yeas: Council Members

Nays:

Absent:

RESOLUTION ADOPTED: MAY 8, 2024.

CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA

MAYOR
CITY OF GRETNA
STATE OF LOUISIANA

Subscription Agreement with Edge AI Solutions, Inc.

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 to execute the Subscription Agreement with Edge A1 Solutions, Inc. to provide value oriented, user-friendly, and reliable robotic pipeline solutions to meet the city’s challenges of today’s infrastructure maintenance and repair.

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, Edge AI offers the only Robot as a Service (RaaS) subscription-based pipeline inspection solution available in the market to fit your budget and schedule demand. Our Pipe Dream™ system will dramatically improve your ROI by providing a dependable and fully man-portable system that completely eliminates up-front costs, downtime, maintenance fees, public disruption, and carbon emissions; and

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

Mayor Belinda C. Constant is hereby authorized to execute the Subscription Agreement with Edge A1 Solutions, Inc. to provide value oriented, user-friendly, and reliable robotic pipeline solutions to meet the city’s challenges of today’s infrastructure maintenance and repair.

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

Yeas: **Council Members**

Nays:

Absent:

RESOLUTION ADOPTED: MAY 8, 2024.

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

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

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

RESOLUTION NO. 2024-

A resolution ratifying the execution of the Cooperative Endeavor Agreement with Jefferson Parish, for the Gretna Police Department to provide security services to various Jefferson Parish facilities described further; as well as periodic security checks, and 24/7 monitoring of the Jefferson Parish camera/alarm system, at a cost not to exceed \$1,600,000.00, per year. This agreement ends at midnight on April 18, 2026.

WHEREAS, the Gretna Police Department is to provide security services to the Jefferson Parish General Government Building; the 24th Judicial District Court (Thomas F. Donelon Building); the Central Plant; the Gretna Courthouse Parking Garage; and the Liberto Building; and to provide periodic security checks and 24/7 monitoring of the Jefferson Parish camera/alarm system; and

WHEREAS, Article VII, Sec. 14(C) of the Louisiana Constitution of 1974 provides that for public purposes, 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, Article VII, Sec. 14(8) of the Louisiana Constitution of 1974 provides that public funds may be used for programs of social welfare for the aid and support of the citizens of Jefferson Parish; and

WHEREAS, the City of Gretna and the Parish are authorized to enter into this Cooperative Endeavor Agreement pursuant to LA R.S. 33:1324, which permits any parish, municipality or political subdivision of the state, or any combination thereof, to make agreements between or among themselves for police, fire and health protection; and

WHEREAS, the public purpose of the agreement is to protect the citizens, employees, and property of Jefferson Parish by providing security at the Jefferson Parish General Government Building; the 24th Judicial District Court (Thomas F. Donelon Building); the Central Plant; the Gretna Courthouse Parking Garage; and the Liberto Building; and to provide periodic security checks and 24/7 monitoring of the Jefferson Parish camera/alarm system.

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

The Cooperative Endeavor Agreement with Jefferson Parish, for the Gretna Police Department executed by Mayor Belinda C. Constant, is hereby ratified. Said agreement is the Gretna Police Department to provide security services to various Jefferson Parish facilities described further; as well as periodic security checks, and 24/7 monitoring of the Jefferson Parish camera/alarm system, at a cost not to exceed One Million Six-Hundred Thousand Dollars (\$1,600,000.00) per year. The term of this agreement shall commence on April 19, 2024, and ends at midnight on April 18, 2026.

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

Yeas: **Council Members**

Nays:

Absent:

ADOPTED: MAY 8, 2024

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

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

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

RESOLUTION NO. 2024 -

A resolution adopting a Language Access Plan (LAP) for the City of Gretna, to assist Limited English Proficiency (LEP) individuals with meaningful access to federally funded programs and services.

WHEREAS, The City of Gretna is committed to complying with all civil rights laws, including Title VI of the Civil Rights Act of 1964 (Title VI), which requires us to ensure that individuals with limited English proficiency (LEP) have meaningful access to federally funded programs and services.; and

WHEREAS, it is required that the City of Gretna adopt the Language Access Plan for application and use of CDBG funds; and

WHEREAS the City of Gretna’s Spanish speakers make up 17.7% of the population of the City of Gretna (3,086 people); and

WHEREAS, the Safe Harbor Rule requires that any language group over 5% of the population receive written translation of vital documents for federally funded programs; and

WHEREAS, the LAP states that vital documents will be translated and interpreted in Spanish, as requested, through use of bilingual City staff and google translate; and

WHEREAS, the Language Access Plan (LAP) will be reviewed annually, and staff awareness training will be conducted.

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

The Language Access Plan (LAP) for the City of Gretna, to assist Limited English Proficiency (LEP) individuals with meaningful access to federally funded programs and services is hereby adopted.

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**

Hay asistencia lingüística gratuita disponible para acceder a todos los programas y servicios financiados con fondos federales.

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 to execute the Cooperative Endeavor Agreement with the Parish of Jefferson to provide to the City \$350,000.00, for economic Development initiatives and events.

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

WHEREAS, Article VII, Sec. 14(C) of the Louisiana Constitution of 1974 provides that for public purposes, 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, Article VII, Sec. 14(8) of the Louisiana Constitution of 1974 provides that public funds may be used for programs of social welfare for the aid and support of the citizens of Jefferson Parish; and

WHEREAS, the City of Gretna and the Parish are authorized to enter into this Cooperative Endeavor Agreement pursuant to LA R.S. 33:1324, which permits any parish, municipality or political subdivision of the state, or any combination thereof, to make agreements between or among themselves for police, fire and health protection; and

WHEREAS, the public purpose of the agreement is to promote tourism, quality of life amenities, seasonal events and lighting and recreational venues in Jefferson Parish by providing economic assistance to the City of Gretna for economic development to the benefits of the citizens of the Parish of Jefferson.

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

Mayor Belinda C. Constant is hereby authorized to execute the Cooperative Endeavor Agreement with the Parish of Jefferson to provide to the City \$350,000.00, for economic Development initiatives and events; to promote tourism, quality of life amenities, seasonal events and lighting and recreational venues.

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

Yeas: **Council Members**

Nays:

Absent:

RESOLUTION ADOPTED: MAY 8, 2024.

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

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

On motion by Council Member _____ and seconded by Council Member ___, the following ordinance was introduced:

ORDINANCE NO.

An ordinance as amended declaring vehicles surplus property, and no longer needed for public purposes; and to authorize the sale of said surplus property at a public auction. (2)

WHEREAS, the City of Gretna Police Department has declared certain vehicles, surplus property and unnecessary to the daily operations of the department; and

WHEREAS, City Administration has declared certain vehicles, surplus property and unnecessary to the daily operations of the departments; and

WHEREAS, is necessary to replace certain vehicles and equipment so that the city can continue to provide the citizens of Gretna with quality daily services.

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

SECTION 1. The following vehicles were designated surplus property by the Gretna Police Department and should be sold at public auction to the highest bidder.

GRETNA POLICE DEPARTMENT – VEHICLES

Year	Make	Model	VIN / Serial No.
2015	Jeep	Jeep	1C4NJPBB1FD438439
2014	Jeep	Jeep	1C4NJPBB1FD438438

SECTION 2. The following vehicles were designated surplus property by the City Administration and should be sold at public auction to the highest bidder.

CITY OF GRETNA ADMINISTRATION - VEHICLES

Year	Make	Model	Serial No.
2011	Ford	F350 Pick Up Truck	1FT8W3CT1BEC95771
2014	Ford	F150 Pick Up Truck	BBA7235CA03131009
2015	Ford	F350 Pick Up Truck	BBA7235CA03131008

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: Council Members

Nays:

Absent:

ADOPTED: MAY 8, 2024.

APPROVED: MAY 9, 2024.

CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA

Ordinance presented to the Mayor on May 9, 2024.

MAYOR
CITY OF GRETNA
STATE OF LOUISIANA

Ordinance returned from the Mayor on May 9, 2024.

CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA

CITY CLERK
CITY OF GRETNA
STATE OF LOUISIANA

BURK-KLEINPETER, INC.

To: Hon. Belinda Constant; Councilmen Rau, Smith, Hinyub, Miller and Berthelot

From: David Boyd P.E., Burk-Kleinpeter, Inc.

Subject: Monthly Project Status Report

Date: May 8, 2024

David Crockett Steam Fire Company #1 Central Station

A meeting was held to discuss outstanding items Wednesday April 3, 2024, and to discuss the HVAC issues that are occurring.

RTUs + Thermostat - Cooling of the building is operating correctly. Setpoints at the RTU’s were adjusted to achieve proper cooling.

Heating in the Building - A proposed solution has been assembled. The proposed solution to be presented to the City by Friday May 10, 2023, after it has been thoroughly vetted by BKI, TPA, Gibbs and Gibbs’s HVAC sub.

Fifth Street Improvements

A draft 98% Final Plan was submitted to Gretna. Currently incorporating the City’s comments. We are also awaiting DOTD – Railroad Agreement and Design Exception Approvals. Expecting to let the project July 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.

A meeting was held on May 1, with BKI, DBA and the City. A revised schedule was assembled. Final Design to be completed by September with Advertising-Bidding finished in December. Groundbreaking ceremony will occur in February. The team will try to expedite this schedule.

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 substantially complete with few closeout items.

Hancock St - Eastside (Burmaster to McDonogh St.)

Cost Estimates and Conceptual plans have been 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 has included the Palfrey St. Project as part of the Capital Improvements Plan.

Creagan Canal Bank Failure

Conceptual drawings and a cost estimate have been created for reinforcing the canal bank along Creagan Canal (506’). In lieu of sheet pile reinforcement, RCR concrete matting is being explored as a cheaper alternative.

Governor Hall Connector Project.

A meeting is being set up in June with Union Pacific-Olsonn Engineering, NOGC, DOTD-Rail Safety to discuss the analysis Olsson will be performing for UP.

2023-2024 Capital Outlay.

The 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 Derbigny Striping (WBE to 4th Street), Monroe Street (4th Street to Weidman Phase 1), Palfrey St. (Milton-Virgil), Lafayette St. (4th-5th), 1st St (Hamilton - Lafayette) Old Garden Park and 2700 block of Huey P. Long Asphalt Paving-Striping. A site visit with Boh Bros. was held the week of April 8, 2024. Work to begin in May. 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 4/3/2024 12:00:00 AM thru 5/3/2024 12:00:00 AM

Designation	Issued Date	Permit Number	Contractor	Zone	Site Address	Estimated Value	Description	Paid	Apply Online
Commercial: Remodeling Renovations (Com)	4/22/2024	2024-7517	ROBERT WOLFE CONSTRUCTION, INC. - Robert Wolfe	R-1 (Single Family Residential District)	700 Lapalco Blvd	\$939,000.00	Commercial renovation of an existing 23,248 sf assembly building/ballroom, including interior floor plan configuration, finish work, exterior glass wall and roof improvements due to water damage. No changes to square footage or occupancy type. All in accordance with plans provided and code and requirements. All trades shall file under this permit number. City of Gretna stamped approved plans shall be printed as 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	\$4,720.00	

City of Gretna

Department of Inspection and Code

Permits Issued from 4/3/2024 12:00:00 AM thru 5/3/2024 12:00:00 AM

4/11/2024	2024-7584	HIGHLAND COMMERCIAL CONSTRUCTION INC. - Laborde, Kenneth J.	C-2 (General Commercial District)	1903 Hancock St	\$255,482.03	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.	\$1,300.00	
						Commercial renovations to include: Office expansion in existing second floor of existing building to include new code compliant exit stair and a new ADA approved elevator system, and a new storefront entrance door. Work as per attached drawings. Location is in an X zone and therefore the existing top of bottom floor may remain at its existing elevation. All trades shall file under this permit number. City of Gretna stamped approved plans shall be printed at a full size set 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		

4/23/2024	2024-7543	Pearl Homes Const. Inc. - Brian Scott	1700 Belle Chasse Hwy	\$20,000.00	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.	\$125.00
Work performed without permit - Combine units 110A and 120B by opening up common wall in rear of units, Remove some framed office walls in unit 110A and repair existing drop ceiling as per code and requirements. All trades shall file under this permit number. Plans shall be printed at a full size set 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						

City of Gretna

Department of Inspection and Code

Permits Issued from 4/3/2024 12:00:00 AM thru 5/3/2024 12:00:00 AM

					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.	
4/30/2024	2024-7609	DOUGLAS COOK ENTERPRISES LLC - Douglas J. Cook	C-2 (General Commercial District)	1212 Stumpf Blvd	\$35,000.00	\$200.00
Interior remodel to existing McDonald's as per code and requirements and plans provided. - Resubmittal/re-permit for expired permit due to construction delay. Work was never performed from previous permit. All trades shall file under this permit number. City of Gretna stamped approved plans shall be printed as a full sized set 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						

City of Gretna
Department of Inspection and Code
Permits Issued from 4/3/2024 12:00:00 AM thru 5/3/2024 12:00:00 AM

						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.	
4/26/2024	2024-7644	PEC Builders, LLC - Wayne Dominic Pecoraro	R-2 (Two-Family Residential District)	505 Amelia St	\$119,296.00	Commercial Roof Replacement as per code and requirements. 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 permit 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 under this	\$620.00

City of Gretna
Department of Inspection and Code
Permits Issued from 4/3/2024 12:00:00 AM thru 5/3/2024 12:00:00 AM

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City of Gretna

Department of Inspection and Code

Permits Issued from 4/3/2024 12:00:00 AM thru 5/3/2024 12:00:00 AM

Residential: Addition (Res)	4/18/2024	2024-7532	JIMMY CAO - Jimmy Cao	R-1 (Single Family Residential District)	1001 Van Trump st	\$31,000.00	Installation/construction of 406sq.ft. attached garage as indicated in plans and built in accordance with code, requirements and flood regulations. All trades shall file under this permit number. City of Gretna stamped approved plans shall be printed by applicant and shall be on site at all inspections otherwise your inspection is deemed a fail. You are required to post permit in window visible from the 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.	\$180.00	
						\$31,000.00		\$180.00	

City of Gretna

Department of Inspection and Code

Permits Issued from 4/3/2024 12:00:00 AM thru 5/3/2024 12:00:00 AM

Residential: Renovations (Res)	4/8/2024	2024-7569	Roof Division LLC, The - Jorge Antonio Bogran	R-1 (Single Family Residential District)	148 Commerce Street	\$22,350.00	Roof Replacement as per code and requirements and as indicated in signed contract. 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 permit shall result in a failed inspection. All required inspections may be found in the permit and shall be requested via www.mygovernmentonline.org. Failure to complete a permit of all required inspections under this permit shall result in the inability to proceed with any new permits for improvements in the future.	\$135.00
	4/30/2024	2024-7551	Star Recovery Services, LLC	R-1 (Single Family Residential District)	1823 Claire Ave	\$36,631.51	Restore LA Homeowner Program - Renovations of an existing single family dwelling as per code and requirements and contract provided. All trades shall file under this permit number. You are required to post permit in window visible from street for the duration of project and shall not remove it until a	\$205.00

City of Gretna

Department of Inspection and Code

Permits Issued from 4/3/2024 12:00:00 AM thru 5/3/2024 12:00:00 AM

4/11/2024	2024-7564	RIVERLANDS CONSTRUCTIONS & RENOVATIONS LLC - William Howard Mercier Jr.	R-2 (Two- Family Residential District)	415 Ocean Ave	\$43,500.00	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.	\$240.00	
THIS PERMIT IS FOR INTERIOR RENOVATION ONLY ANY DEVIATION THAT INCLUDES CHANGES TO THE EXTERIOR OF THIS STRUCTURE IN A HISTORIC DISTRICT IS SUBJECT TO AN ADJUDICATED HEARING. Interior renovations to a single family dwelling as per code, requirements and plans provided (except for the exterior changes shown on plans). All trades shall file under this permit number. City of Gretna stamped approved plans (minus the addition) shall be printed by applicant at a								

City of Gretna

Department of Inspection and Code

Permits Issued from 4/3/2024 12:00:00 AM thru 5/3/2024 12:00:00 AM

Residential: Repairs (Res)	4/29/2024	2024-7651	PERDOMO ROOFING AND SHEETMETAL, LLC - Eric Michael Perdomo	R-1 (Single Family Residential District)	95 Creagan Avenue	\$22,238.00	Residential roof repair to include deck replacement when needed, soffit and fascia repair as per code and requirements. 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 permit shall result in a failed inspection. All required inspections may be found in the permit and shall be requested via www.mygovernmentonline.org. Failure to complete a permit of all required inspections under this permit shall result in the inability to proceed with any new permits for improvements in the future.	\$135.00	
	5/3/2024	2024-7658	ACE HOUSE LEVELING, L.L.C. - Rebecca Taylor	R-1 (Single Family Residential District)	69 Willow Dr	\$25,584.00	Leveling/shoring to an existing single family dwelling as per code and requirements in addition to the removal and replacement of a driveway and sidewalk as per drawing and in accordance with code and requirements. All trades shall file under this permit	\$155.00	

City of Gretna
Department of Inspection and Code
Permits Issued from 4/3/2024 12:00:00 AM thru 5/3/2024 12:00:00 AM

				number. City of Gretna stamped approved plans shall be printed as 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 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.		
				\$47,822.00	\$290.00	
Total				\$1,608,734.88	\$8,335.00	



Code Enforcement Report 4-1-24 thru 5-3-24

Violation	Total Violations	Closed Violations
Accessory structure	5	
Animals running at large	3	
Landscape Maintenance	1	
Automobile repair shops and body shops (Building required)		
Business license required	9	
City responsibility; criteria for city collection	1	
Construction dumpster		
Commercial vehicles in a residential zone	5	
Construction and maintenance of basketball goals on city streets		
Dangerous structure or premises (Board and Secure)	4	
Decorative features	10	
Defacement of property		
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	2	
Electrical Equipment		
Exceeding what is allowed in a R1 zone		
Fences enclosing dumpsters		
Grading and drainage	1	
Interior structure (Unsafe condition)		
Occupancy Limitations		
Graffiti on Property	1	
Maintenance of a nuisance prohibited	5	
Operable motor vehicle storage yards		
Inoperable vehicles	23	
Swimming Pool Enclosure		
Non-routine motor vehicle repair prohibited	1	
Nonconforming sigs		
Premises Identification		
Overflowing Dumpsters		
Pest Elimination	1	
Outdoor display of merchandise, goods and movables	1	
Parking on the front lawn	14	
Cruelty to animals		
Pit Bull Dogs	1	
Person’s Responsibility	1	
Parking of buses, trailers, water crafts		
Storage of vehicles awaiting repair	3	
Premises maintained in a prohibitive manner (Neglect of Structure)	6	
Prohibited discharges	2	
Prohibited sigs	1	
Protective treatment	18	
Commercial vehicles in a residential zone		
Roofs and drainage	5	
Removal of waste		
Sign erection permits and review	1	
Sign maintenance		
Single-family residential district, R-1		
Short Term Rentals		
Stairways, decks porches and balconies	1	
Storage of camping and recreational equipment	11	
Storage of parts or waste materials	1	
Premises Identification		
Rubbish and garbage		
Storage Containers	4	
Dumping in city park		
Trash, debris etc.	46	
Temporary signs	2	
Stagnant Swimming Pools		
Parking buses, trailers, water crafts on city streets prohibited		
Weeds, grass, other vegetation	66	
Windows, skylight and door frames	7	
Work commencing before building permit issued or filing application accepted	21	
TOTAL	284	

MEMO

TO: Honorable Belinda C. Constant, Mayor; Council Members Wayne Rau, Rudy Smith, Michael Hinyub, Mark Miller and Jackie Berthelot

FROM: Amelia Pellegrin, Director of Planning and City Development

DATE: May 2, 2024

RE: Planning and City Development Monthly Status Report

PLANNING UPDATES:

- Variance: Setback for new single-family home construction at 1001 Washington Street. Approved by Planning Commission May 1, 2024.
- Minor resubdivision: 152 Huey P. Long Avenue, 230 Lafayette Street, 701 24th Street, 317/319 5th Street.

CAPITAL PROJECT UPDATES

- **Fire Station**
 - Substantial completion issued August 31, 2023.
 - Warranty issues and other items (water leaks and heating issues) are still outstanding.
 - Waldemar S. Nelson Engineering engaged for third party review of HVAC design and installation.
- **25th Street Gretna Resilience District Project:**
 - Grant agreement executed.
 - Request for extension to 2027 in progress.
 - BKI is working on 60% design documents.
- **5th Street Corridor Improvements:**
 - Ninety-Eight percent (98%) of plans submitted to DOTD.
 - DOTD completing environmental review.
 - Public meeting scheduled for May 14, 2024, 5:30PM at Cultural Center.
 - DOTD bidding tentative for July. Anticipating an 18-month construction timeline.
- **4th Street & Huey P. Long Pedestrian Improvements – DOTD Safe Routes to Public Places Project:**
 - Construction in progress.
 - March through July construction schedule.
- **Playground Revitalization Project (CDBG-VC):**
 - Final walk throughs conducted May 1, ribbon cutting May 3 for Mel Ott site.
- **Environmental Sites:**
 - 725 Carricox Street: LDEQ letter received March 2024 stating no further action necessary.
 - 77 Westbank Expressway: LLJ awarded asbestos abatement, contract signed.
 - 100 Westbank Expressway: Leaaf conducting environmental hazard assessment.
 - 1201 Burmaster: Leaaf conducting environmental hazard assessment.
- **National Endowment for the Arts: River Connections:**
 - Luna Fete event a success – data estimates roughly 25% of attendees were Gretna residents, with approximately one third of attendees coming from across the River.
 - Final report due June 2024.
- **Greater New Orleans Foundation 100-Year Challenge Grant:** *Creating a Healthy and Resilient Transition for Infrastructure and Neighborhood Growth: CHARTING McDonoghville’s Future*
 - \$100,000 grant awarded to City for planning, stakeholder engagement and design of nature-based solutions to mitigate flooding and storm impacts in McDonoghville.
 - Contract executed. Funds to be spent on federal infrastructure grant proposals to FEMA (completed by CSRS).
- **4th Street Extension Project Closeout:**
 - Change Order 13 review in progress with DOTD.
 - The Engineer consultant is working on closeout documents – all change orders were required to be hand signed.

CITY OF GRETNA
HISTORIC DISTRICT COMMISSION MEETING
Gretna City Hall
740 2nd Street, 2nd floor Council Chambers, Gretna, LA 70053
April 29, 2024 – 4:00 PM

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

From: Z. Dieterich - Danika Gorrondona, Building Official

Members Present:

Architect: Paula Peer
Historian: James Rolf
District 1: Burdell Muller
District 2: Zack Dieterich
District 4: Sandra Banks
At Large: Peter Debroeck

Members Absent:

District 3: Peter Spera III, Chairman

CONSENT AGENDA FOR CERTIFICATE OF APPROPRIATENESS

Motion to approve properties on the consent agenda.

Approved 6-0 Motion by: Z. Dieterich Second by: Paula Peer

(1) 520 Derbigny Street - COA – 24-038 Issued

Applicant: Karie Dubreuil
For: Gutters

(2) 929 8th Street - COA – 24-039 Issued

Applicant: Joshua Theard
For: Solar Panels

PROPERTIES WITH CURRENT REQUEST FOR CERTIFICATE OF APPROPRIATENESS

(1) 701 Franklin Street - COA – 24-040 Issued

Applicant: Jimmy Cao
For: Window Grids & Porch Tile

Approved 6-0 Motion by: James Rolf Second by: Sandra Banks

(2) 911 Amelia Street - COA – 24-041 Issued

Applicant: Nannette Saucier
For: Electronic Driveway Gate

Approved 6-0 Motion by: Paula Peer Second by: Peter Debroeck

(3) 433 Lavoisier Street - COA – 24-042 Issued

Applicant: Mary & Ben Tucker
For: New Construction Single Family Residence

VOTE #1: Approved 6-0 Motion by: James Rolf Second by: Peter Debroeck

Portion of Packet Converted to Preliminary Conference

VOTE #2: Approved 6-0 Motion by: James Rolf Second by: Burdell Muller

Preliminary Conference Items: Garage, Shutters, Gas Lanterns

(4) 349 Hamilton Street COA – 24-043 Issued

Applicant: Joe Broussard
For: Exterior Renovations (Siding, Windows, Doors, Gutters, Columns)

Approved 6-0 Motion by: Paula Peer Second by: Burdell Muller

(5) 836 Huey P. Long Ave - COA – 24-044 Issued

Applicant: Robert Wolfe
For: Exterior Renovations (Relocation & Infilling of selected windows & doors)

VOTE #1: Approved 6-0 Motion by: James Rolf Second by: Burdell Muller

Portion of Packet Converted to Preliminary Conference

VOTE #2 Approved 6-0 Motion by: James Rolf Second by: Paula Peer

Preliminary Conference Item: Conversion of existing carport to garage

(6) **300 Lafayette Street - COA – 24-045 Issued**

Applicant: Robert Wolfe

For: Exterior Renovations (Windows, Shutters, Doors, Selective Demolition)

Approved 5-0 Motion by: Burdell Muller

Second by: Paula Peer

Recused: James Rolfe

(7) **230 Lafayette Street - COA – 24-046 Issued**

Applicant: Robert Wolfe

For: Addition and renovations to existing commercial structure

Approved 6-0 Motion by: Paula Peer Second by: Burdell Muller

Portion of Packet Converted to Preliminary Conference

Approved 6-0 Motion by: James Rolfe Second by: Z. Dieterich

Preliminary Conference Item: Signage

(8) **1001 Washington Street - COA – 24-047 Issued**

Applicant: Edwin Nelson Clayton II

For: Revisions to previously approved new single family residential construction

Approved 6-0 Motion by: Paula Peer Second by: Sandra Banks

(9) **1114 Washington Street - COA – 24-048 Issued**

Applicant: Edwin Nelson Clayton II

For: Exterior Renovations & Addition – Revision to setback for previously approved camelback addition.

Approved 6-0 Motion by: Z. Dieterich Second by: Peter DeBroeck

(10) **152 Huey P. Long Avenue - COA – 24-049 Issued**

Applicant: Paula Peer

For: Revisions to previously approved new commercial construction

Approved 5-0 Motion by: James Rolfe

Second by: Burdell Muller

Recused: Paula Peer

OTHER MATTERS

Brief discussion regarding historical appropriateness of piling vs pier construction, masking techniques and request for HDC members to research piling construction appropriateness in a historic district for further discussion.

ADJOURNMENT:

On a motion by **Member James Rolfe** and seconded by **Member Burdell Muller**, the Historic District Commission (HDC) meeting for April 29, 2024, adjourned at 5:34 pm, and the same was unanimously approved by all commission members.

Respectfully submitted by: Z. Dieterich



City of Gretna

Planning & Zoning Commission Meeting

May 1, 2024 – 5:30 PM

The Planning & Zoning Commission of the City of Gretna, Louisiana held the meeting scheduled for Wednesday, May 1, 2024, at 5:34 p.m. at 740 Second Street, Gretna City Hall, Gretna, LA 70053.

Notice for the Planning and Zoning Commission meeting was duly posted as law requires on the bulletin board, at Gretna City Hall main entrance, 740 Second Street, Gretna, Louisiana 70053.

1. Call to Order and Roll Call:

Roll call taken; Commission members present Lisa Carr, James Rolf, Rory Cadres, and William Tomasak. Absent: Elizabeth Strohmeyer,

Chairman, James Rolf was in the chair, and the City Clerk was present. A quorum of four members being present, Chairman Rolf, called the meeting to order at 5:34 PM.

City Staff present: Norma Cruz, City Clerk; Amelia Pellegrin, Director, Planning and City Development.



2. Variance Request:

(1) **1001 Washington Street** - E. Nelson Clayton II, Contractor (Brooke Le, Owner-Applicant)

Request to build a new single-family home with reduced setbacks due to the irregular lot shape and size. (Reduce front yard setback to 5'0"; Rear yard setback to 11'0"; and side yards setbacks to 3'0").

Chairman James Rolf explained the Planning and Zoning Commission was meeting tonight to review one Variance request for 1001 Washington Street, (Brooke Le, Owner-Applicant) and E. Nelson Clayton II, Contractor/Representative. The Commission will consider the recommendations as provided by the administrative staff; and public comments will be considered.

The Planning and Zoning Commission members will deliberate and based upon the evidence provided, and publicly in favor or against the request or approve with conditions.

The Planning and Zoning Commission members are to review the Variance request to build a new single-family home with reduced setbacks due to the irregular lot shape and size. (Reduce front yard setback to 5'0"; Rear yard setback to 11'0"; and side yards setbacks to 3'0")

Miss Amelia Pellegrin, Director, Zoning and City Development Miss Pellegrin presented and provided a well written staff report as follows:

SUMMARY

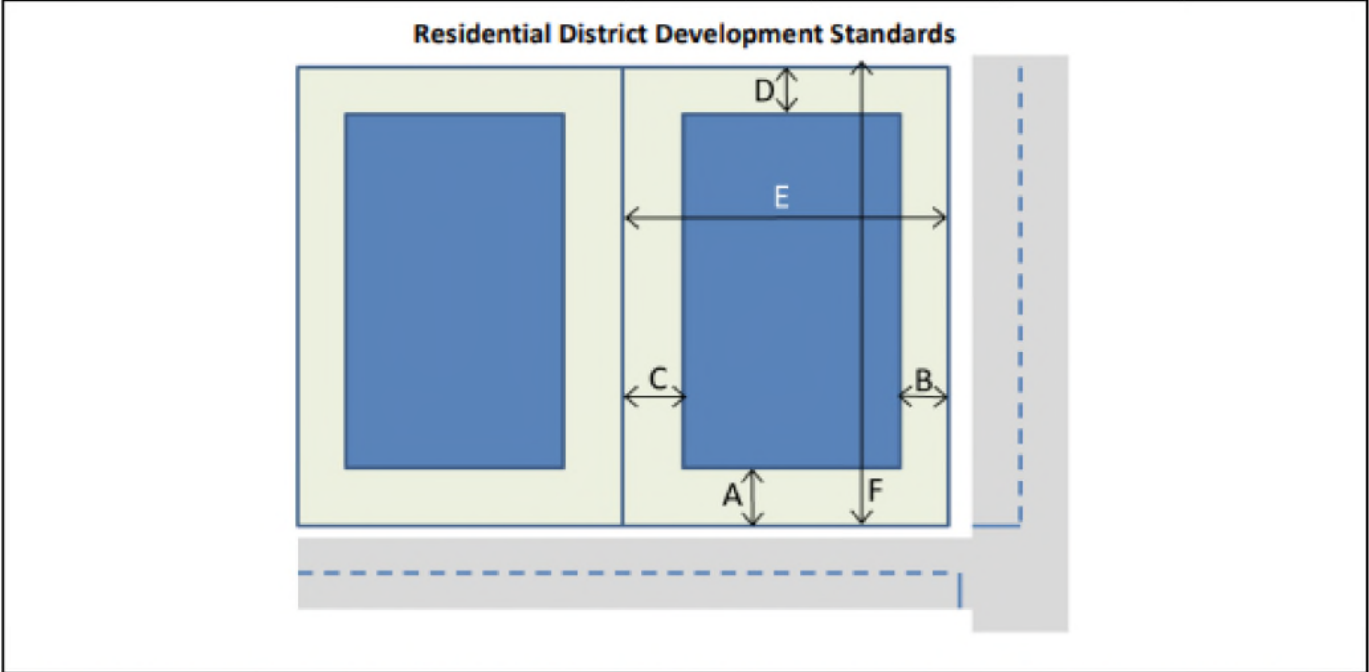
An application has been submitted to the City of Gretna by property owner Brooke Le for a variance at 1001 Washington Street, City of Gretna, to build a new single-family home with reduced setbacks due to the irregular lot size and shape.

DESCRIPTION

The property is zoned R-1. In this single-family residence zoning district, setback requirements in the table below are standard for R-1 new construction, but due to the lot dimensions, would make the property unbuildable. See Unified Development Code (UDC) Section 58-111 for more detail.

Exhibit 58-111a: Residential District Development Standards Summary

Design Element	Principal Structure Standards			Section Cross-Reference
	R-1	R-2	R-3	
Maximum height	35'	35'	45'	Sec. 58 -56
Minimum front setback (dimension A)	20'	20'	20'	Sec. 58-171
Minimum side setback, exterior (dimension B)	10'	10'	10'	Sec. 58-171
Minimum side setback, interior (dimension C)	5'	5'	5'	Sec. 58-171
Minimum rear setback (dimension D)	15'	15'	15'	Sec. 58-171
Minimum lot width (dimension E)	50'	40'	40'	Sec. 58-172
Minimum lot depth (dimension F)		75'	75'	Sec. 58-172
Minimum lot area for single-family and two-family units	Varies by Neighborhood Overlay District (see Sec. 58-150(c))			Sec. 58-172
Minimum lot area for multi-family units			See (d)(2) below	



Code 1997, § 102-88; Ord. # 1945, § IX, 6-12-1989; Ord. # 3370, §§ 2, 5, 2-4-2002; Ord. # 3386, 5-13-2002; Ord. # 3555, § III, (2-12-2005)

The application, proposed site plan – NOTE that this variance was originally applied for and approved in 2022. However, the plan has slightly changed, and variances expire after twelve months of no action.

A variance was only applicable “when a physical hardship exists that presents an exceptional or unusual physical condition of a lot, which condition is not generally prevalent in the neighborhood, and which condition would prevent a reasonable or sensible arrangement or use of building or lot,” UDC Section 58-65. The approval criteria for granting a variance are also included here for reference:

Variance Approval Criteria.

The Planning and Zoning Commission shall not grant approval for a requested variance unless it makes a finding, based upon the evidence presented to it, that indicate each of the following:

- (1) The variance granted is the minimum amount of relief required to enable reasonable use of the affected property.
- (2) The approval, if granted, will not cause any diminution or depreciation of property values of any surrounding property or will not alter the essential character of the locality.
- (3) The approval, if granted, will tend to preserve and advance the prosperity and general welfare of the neighborhood and community.

- (4) The approval, if granted, will not be detrimental to the public welfare or seriously affect or be injurious to other property in which the property is located, in that it will not: impair an adequate supply of light and air; or increase substantially the congestions in the public streets, create a traffic hazard, or permit inadequate parking; or increase the danger of fire; or substantially affect or overburden existing stormwater management or sewerage systems; or otherwise endanger the public safety; or cause serious annoyance or injury to occupants or adjoining premises by reason of emission of odors, fumes, gases, dust, smoke, noise, vibration, light or glare, or other nuisances.
- (5) A physical hardship with special conditions and circumstances exists that is peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district; and the special conditions and circumstances do not result from the intentional actions of the applicant or any person who may have or had interest in the property.
- (6) The purpose of the variance is not based exclusively upon a desire to serve the convenience or profit of the property owner or other interested party, and strict adherence to the regulation for the property would result in a demonstrable hardship upon the owner as distinguished from mere inconvenience or economic relief.
- (7) Literal interpretation of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this chapter.
- (8) Granting the variance requested will generally not confer on the applicant any special privilege which is denied by this chapter to other lands, structures, or buildings in the same district similarly situated

Miss Pellegrin pointed out the driveway was on public right-of-way; but because there was no intended public use for it, it was not an issue in this development. The driveway was 99% on public property. In meeting the criteria for a variance, staff recommended approval, because essentially of the odd shape of the lot, forcing development into a very much smaller building footprint, if it was to adhere to required setbacks. There was no negative impact to surrounding properties; which was special to the hardship presented by the lot shape, it does not confer any advantage to other property owners. The true intent of having a variance process, was the ability to work with odd properties presenting a physical hardship.

NOTICE REQUIREMENTS AND PUBLIC COMMENT

Posting and public notice requirements for this variance application will be satisfied as of April 19, 2024. One comment from a concerned neighbor noted the amount of sand placed on the property has washed onto neighboring properties. A quasi-judicial hearing will be conducted at the regular meeting of the Planning and Zoning Commission on May 1st, 2024 for approval.

RECOMMENDATION WITH CONDITIONS

The variance is recommended for approval because of the physical hardship present on the site. The property owner cannot be reasonably denied ability to build a single-family home due to a pre-existing non-conforming lot dimensions. They have made reasonable efforts to conform through lot consolidation, and the requested setback relief is reasonable and the minimum needed to effectively utilize the site for the intended zoning use. This recommendation is based on the conditions that the plans meet all other UDC requirements including parking and front yard greenspace.

On a motion by **Member William Tomasak** and seconded by **Member Lisa Carr**, **IT WAS RESOLVED** to approve the Variance request for property at 1001 Washington Street (Brooke Le, Owner); to reduce front yard setback to 5'0"; Rear yard setback to 11'0"; and side yards setbacks to 3'0" due to the irregular lot shape and size; and the same was approved by the following vote:

Yeas: **Members William Tomasak, Lisa Carr, Rory Cadres, and James Rolf**
Nays: None
Absent: Member Elizabeth Strohmeier



4. Adjournment

There was no further business to conduct, and on a motion by **Member Lisa Carr** and seconded by **Member Rory Cadres**, the Planning and Zoning Commission meeting for Wednesday, May 1, 2024, adjourned at 5:44 PM, and the same was unanimously approved.

Respectfully submitted,

Amelia Pellegrin,
Director, Planning and City Development



City of Gretna Parks and Parkways Department

MEMO

TO: Honorable Belinda C. Constant, Mayor; City Council Members

FROM: Danny Lasyone (Dina Matthews)

DATE: May 08, 2024

RE: Status reports - Citywide maintenance and public improvements projects

District 1

- Blew drain lines and cleaned drain boxes with vactor truck Cook Street from Hancock Street to Westbank Expressway, Romain Street from Hancock Street to Westbank Expressway and Solon Street from Hancock Street to Westbank Expressway, 1101, 1107 & 1111 Madison Street
- Neutral ground maintenance (ongoing)
- City Sweeper cleaning streets district wide
- Asphalt repairs completed at 1724 Palfrey Street, Palfrey Street & Kepler Street, Van Trump Street & Hancock Street, 924 Madison Street, 2029 LeBoeuf Street, 112 Mason Street, Monroe Street & McDonogh Street and 1222 Chilo Street

District 2

- Blew drain lines and cleaned drain boxes with vactor truck at 819, 815, 809, 805 & 801 Evergreen Street, 4th & Weyer Street, 3rd Street & Lafayette Street, 316 Evergreen Street, 2nd Street & Huey P. Long Avenue, 6th Street & Amelia Street and 11 Holly Drive
- Neutral ground maintenance (ongoing)
- City Sweeper cleaning streets district wide
- Cleaning catch basins district wide (ongoing)
- Cut and trimmed Huey P. Long Avenue
- Asphalt repairs completed at 12th Street & Huey P. Long Avenue and Veron Street & Holly Drive

District 3

- Blew drain lines and cleaned drain boxes with vactor truck at 2909 & 2911 Hero Drive, 135 Mason Street, 24th Street & Huey P. Long Avenue, 2420 Newton Street and 2412 & 2416 Claire Avenue
- City Sweeper cleaning streets district wide
- Cut and trimmed grass at Bellevue Park and City Park
- Grocery carts picked up weekly district wide
- Cleaning catch basins district wide (ongoing)
- Asphalt repairs competed at 17th Street & Lafayette Street, 92 Creagan Avenue and 112 Mason Street

District 4

- Blew drain lines and cleaned drain boxes with vactor truck at Adee Lane, 608 to 613 Fairfield Avenue, 938 & 941 Fairfield Avenue Azalea Drive from Stumpf Boulevard to James Court, Tulip Drive from Stumpf Boulevard to James Court and 938 & 941 Fairfield Avenue
- Grocery carts picked up weekly district wide
- City sweeper cleaning streets district wide
- Neutral ground maintenance (ongoing)
- Cleaning catch basins district wide (ongoing)
- Installed a new three piece catch basin at Azalea Drive and Phlox Street

Citywide

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