

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



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

May 14, 2025 - 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. LA Department of Health - Water Plant Grade A
 - B. Recognition - Hayden Espiritu (Thomas Jefferson High School)
 - C. Henry Shane and Jack Stumpf.
 - D. 2024 Historic Preservation Showcase:
717 Huey P. Long Avenue; Craig and Missy Senner, Owners
735 Rupp Street; Kenneth Hoppel, Owner
519 Huey P. Long Avenue; Parish of Jefferson
332 Amelia Street; Kelli Vedros, Owner
 - E. National Flood Insurance Program (NFIP) Community Rating System Class Improvement.
 - F. Proclaiming 2025 Police Week:
A resolution by the City of Gretna, proclaiming Sunday, May 11, to May 17, 2025, 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.
 - G. Proclaiming 2025 EMS Week:
A resolution by the City of Gretna, proclaiming the week of May 18, to May 24, 2025, as National EMS Week. The theme, “We Care. For Everyone,” celebrates the roles and contributions of EMS providers in the communities they serve. Acknowledging the commitment of the Gretna EMS to provide swift, professional, and compassionate care; and urging all Americans to express their appreciation for our Nation’s EMS providers.

5. Vested Rights Determination: (Council Approval)

- A. Reconsideration of the vested right termination for the property at 2224 Newton Street; further described as Lot 113-B1, Vicknair Add. Earnest Richard, Pastor. (Councilman Miller, District 3).

6. CONSENT AGENDA:

A. Approval of Meeting Minutes:

April 9, 2025, Council Regular Meeting.
April 25, 2025, Council Emergency Meeting.

B. Approval of Event Request(s):

- (1) Kickball Tournament; August 2, 2025; 10:00AM to 3:00PM. - J. B. Spencer Park.

C. Approval of Alcoholic Beverage Outlet (ABO) Permits:

- (1) Hancock Express Food Mart, LLC; 1500 Hancock Street - Maher Al-Madhrabi, Applicant
(2) WH Seafood LLC D/B/A Big EZ Seafood; 1632 Lafayette Street - Meizi Hu, Applicant

D. Adoption of Resolution(s) by Consent:

- (1) A resolution by the City of Gretna requesting approval of the annual Louisiana Compliance Questionnaire for Fiscal Year April 1, 2024 to March 31, 2025, as mandated by State Law.

Requested: Administration

Sponsor: Councilman Rau

- (2) A resolution by the City of Gretna proclaiming May 2025 as “National Cities, Towns, and Villages Month”, celebrating the contributions from local governments across the nation and recognizing the National League of Cities’ historic centennial anniversary.

Requested: Administration

Sponsor: Councilman Hinyub

- (3) A resolution authorizing Mayor Belinda C. Constant and the administration to execute Change Order No. 1, to the City’s contract with Pipeworks Plumbing and Demolition, LLC for the abatement and demolition of 100 Westbank Expressway, for an increase of \$63,783.88, and fourteen more days of work for additional environmental abatement work and fencing required. Funds are available in the City’s capital budget for the project.

Requested: Administration

Sponsor: Councilman Rau

- (4) A resolution authorizing Mayor Belinda C. Constant and the administration to execute the Cooperative Development Agreement with Chick-Fil-A, Inc. to improve public infrastructure in the vicinity of the proposed Chick-fil-A restaurant at 83 Westbank Expressway in the interest of public safety, to repair generally broken, damaged, degraded public infrastructure. This is in accordance with City's focus on storm water management, providing open space, green space, and safe streets.

Requested: Administration

Sponsor: Councilman Rau

- (5) A resolution authorizing Mayor Belinda C. Constant to execute the Cooperative Development Agreement between the City of Gretna (hereinafter called “CITY”) and the Parish of Jefferson (hereinafter, referred to as “PARISH”); to address public safety issues regarding sinkholes by Wildwood Road and Timberlane Drive.

Requested: Administration

Sponsor: Councilman Carr

- (6) A resolution authorizing Mayor Belinda C. Constant to execute Amendment No. 1, to the Cooperative Endeavor Agreement between the Parish of Jefferson and the City of Gretna to perform work details for necessary security at the Roy Wilty Bus Terminal (“Terminal”), to modify the hours worked per week from 126 hours to 168 hours and to increase the annual contract amount to not exceed Three Hundred and Forty-Nine Thousand, Four-Hundred and Forty Dollars (\$349,440.00).

Requested: Administration

Sponsor: Councilman Smith

7. Adoption of Ordinance(s):

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

Requested: Police Department

Sponsor: Councilman Hinyub

2. An ordinance to require the production of financial suitability to establish the sufficiency of financial resources, for good cause shown, prior to extending time periods for vested rights and conducting major site plan reviews.

Requested: Administration

Sponsor: Councilman Hinyub

3. An ordinance pursuant to Louisiana Revised Statutes §§ 33: 4712, to declare certain weapons formerly used by the Gretna Police Department as surplus property because of their age and obsolescence, authorizing the private sale of same to current or former Gretna Police officers and fixing the minimum price of same.

Requested: Police Department

Sponsor: Councilman Rau

8. Major Site Plan Review request: (Council Approval)

1. 83 Westbank Expressway; Chick-fil-A Restaurant - Review for drive through only.
Re-application for site plan review of the prior approved site plan.(2023).

9. Unified Development Code Text Amendments: (Council Approval)

1. The Planning and Zoning Commission reviewed amendments to the Unified Development Code (UDC), Chapter 58; Article IV. -Site Development and Design Standards; Division 3. -Signs; by amending Sec. 58-191 through Sec. 58-202, by edits for addition, clarification and modification with recommendations by City Administration Staff.

Requested: Administration

Sponsor: Councilman Hinyub

10. Adoption of an Ordinance:

1. An ordinance amending the Unified Development Code, Chapter 58; Article IV. -Site Development and Design Standards; Division 3. -Signs; by amending Sec. 58-191 through Sec. 58-202, by edits for addition, clarification and modification with recommendations by City Administration Staff . (Exhibit "A")

Requested: Administration

Sponsor: Councilman Hinyub

11. Monthly Reports:

- A. Police Department Report.
- B. City Engineer Projects Status Report:
 - (1) May 14, 2025 Report.

C. Departmental Monthly Reports submitted:

- (1) Finance Department "Actual vs. Budget for Major Funds" report.
- (2) Building Department - Permits Issued.
- (3) Code Enforcement - Code Violations.
- (4) Historic District Commission (May 5, 2025 Meeting)
- (5) Planning & Zoning Commission (Meeting rescheduled to May 12, 2025)
- (6) Planning and City Development Monthly Status Report.
- (7) Parks and Parkways Citywide Maintenance Report.

D. Council District Monthly reports:

- (1) Council Members:
 - Wayne A. Rau, Councilman At Large
 - Rudy S. Smith, Councilman, District One
 - Michael A. Hinyub, Councilman, District Two
 - Mark K. Miller, Councilman, District Three
 - Randy S. Carr, Councilman, District Four

12. Citizens Addressing the Mayor and City Council.

13. Other Matter(s).

14. Meeting Adjournment.

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

RESOLUTION NO. 2025-

A resolution by the City of Gretna, proclaiming Sunday, May 11, to May 17, 2025, 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 37th Candlelight Vigil, on the evening of May 13, 2025; 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, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.; and

WHEREAS, National Police Week is a collaborative effort of many organizations dedicated to honoring America’s law enforcement community; 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 Sunday, May 11, to Saturday, May 17, 2025, as “National Police Week”; honoring the service and sacrifice of law enforcement officers by protecting our communities and safeguarding our democracy; and recognizing the Gretna Police Department for keeping the City of Gretna, as one of the safest cities in Louisiana.

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

- Yeas: **Council Members**
- Nays: None
- Absent: None
- Abstain: None

RESOLUTION ADOPTED: MAY 14, 2025.

<hr/> CITY CLERK CITY OF GRETNA STATE OF LOUISIANA	<hr/> MAYOR CITY OF GRETNA STATE OF LOUISIANA
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On a motion by **Councilman_____** and seconded by **Councilman_____**, the following resolution was offered:

RESOLUTION NO. 2025-

A resolution by the City of Gretna, proclaiming the week of May 18, to May 24, 2025, as National EMS Week. The theme, “We Care. For Everyone,” celebrates the roles and contributions of EMS providers in the communities they serve. Acknowledging the commitment of the Gretna EMS to provide swift, professional, and compassionate care; and urging all Americans to express their appreciation for our Nation’s EMS providers.

WHEREAS, EMS 2025, Week theme is “We Care. For Everyone,” Emergency Medical Services (EMS) 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 celebrates the unwavering dedication and expertise of our EMS professional colleagues,”.

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

The City of Gretna does hereby proclaim the week of May 18, to May 24, 2025, as National EMS Week. The theme, “We Care. For Everyone,” celebrates the roles and contributions of EMS providers in the communities they serve. Acknowledging the commitment of the Gretna EMS to provide swift, professional, and compassionate care; urging all Americans to express their appreciation for our Nation’s EMS providers.

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

- Yeas:
- Nays: None
- Absent: None
- Abstain: None

RESOLUTION ADOPTED: MAY 14, 2025.

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

**MAYOR
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: Kickball Tournament

Date of Event: August 2, 2025 Time of Event: 10:00-3:00p.m.

Location of
Event: (Place or Street Name with boundary streets): J. B. Spencer Park

Description
of Event: A kickball Tournament Hosted by Professional Basketball Player Elfrid Payton

Anticipated # of attendees: 100 Name of Organizer and Host: Elfrid Payton Foundation

Address: P. O. Box 416 Gretna, La 70054

E-Mail: daniellepayton7@gmail.com Cell Phone: 504-957-1607

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) ☒ STREET/STREETS CLOSURE

☐ STAGE RENTAL (\$300) ☐ BARRICADES (\$10 EACH)

☒ TRASH BOXES & BAGS (\$10ea/2 bags per box) - # OF BOXES NEEDED 4

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: Governor Hall Street between 7&8 street.

**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 those 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.


Signature of Applicant/ Representative

Executive Director
Title

April 24, 2025
Date

Signature of Approval

Title

Date



ALCOHOLIC BEVERAGE PERMIT APPLICATION

CITY OF GRETNA

740 2nd STREET, GRETNA LA 70053-5829
P. O. BOX 404, GRETNA, LA 70054-0404

For the Calendar Year Ending December 31, 2025

ALCOHOLIC BEVERAGE APPLICATIONS ARE DUE JANUARY 1, 2025.
A PENALTY OF 25% (TWENTY FIVE) WILL BE ADDED IF THE LICENSE IS NOT RENEWED BY JANUARY 1, 2025

FOR OFFICE USE ONLY

Account # _____
Date Paid _____
Amount _____
By _____

NOTE: A Jefferson Parish Sales Tax Clearance is required to renew all city alcoholic beverage permits.

Date 4.28.2025
Hancock Express Food Mart, LLC Hancock Express Food Mart, LLC
Trade Name Name of Owner
Mailing Address: 1500 Hancock St #A Gretna LA 70053
Street City State Zip Code Telephone/Contact No.
Business Location: 1500 Hancock St #A Gretna LA 70053
Street City State Zip Code E-Mail address (if any)

Type of Permit: ☒ Liquor ☐ Open Beer ☒ Packaged Beer ☐ Manager Permit (Required)

Type of Ownership: Individual ☐ Partnership ☒ Corporation ☐

All agents, employees, representatives or servant of this business have obtained an Alcoholic Beverage Card from the City of Gretna. YES ☒ NO ☐

Maher Al-Madhrabi
(List Names, address, date of birth and social security number of all partners or principal officers, if a corporation)

Liquor (Includes Beer & Wine) \$500.00
Open Beer - \$75.00
Package Beer Only - \$60.00 Wholesale
Beer - \$100.00
Manager Permit - \$50.00

PERMIT WILL NOT BE ISSUED IF APPLICATION IS NOT COMPLETE

Make checks payable to: City of Gretna, P. O. Box 404, Gretna, LA 70054.

I affirm that the information given in this application is true and correct and will abide by all applicable City ordinances.

Maher Al-Madhrabi
(Signature)
Maher
(Title)



ALCOHOLIC BEVERAGE PERMIT APPLICATION

CITY OF GRETNA

740 2nd STREET, GRETNA LA 70053-5829
P. O. BOX 404, GRETNA, LA 70054-0404

For the Calendar Year Ending December 31, 2025

ALCOHOLIC BEVERAGE APPLICATIONS ARE DUE JANUARY 1, 2025.

**A PENALTY OF 25% (TWENTY FIVE) WILL BE ADDED
IF THE LICENSE IS NOT RENEWED BY
JANUARY 1, 2025**

FOR OFFICE USE ONLY

Account # _____

Date Paid _____

Amount _____

By _____

NOTE: A Jefferson Parish Sales Tax Clearance is required to renew all city alcoholic beverage permits.

DBA Big EZ Seafood

Date 03.14.2025

W H Seafood LLC
Trade Name

Meizi HU
Name of Owner

Mailing Address: 1632 Lafayette St Gretna LA 70053
Street City State Zip Code Telephone/Contact No.

Business Location: 1632 Lafayette St Gretna LA 70053
Street City State Zip Code E-Mail address (if any)

Type of Permit: ☐ Liquor ☒ Open Beer ☐ Packaged Beer ☐ Manager Permit (Required)

Type of Ownership: Individual ☐ Partnership ☐ Corporation ☒

All agents, employees, representatives or servant of this business have obtained an Alcoholic Beverage Card from the City of Gretna. YES ☒ NO ☐

(List Names, address, date of birth and social security number of all partners or principal officers, if a corporation)

Meizi HU

Liquor (Includes Beer & Wine) \$500.00
Open Beer - \$75.00
Package Beer Only - \$60.00 Wholesale
Beer - \$100.00
Manager Permit - \$50.00

I affirm that the information given in this application is true and correct and will abide by all applicable City ordinances.

[Signature]
(Signature)
owner
(Title)

PERMIT WILL NOT BE ISSUED IF APPLICATION IS NOT COMPLETE

Make checks payable to: City of Gretna, P. O. Box 404, Gretna, LA 70054.

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

RESOLUTION NO. 2025-

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, 2024, to March 31, 2025; 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, 2024, to March 31, 2025, 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: None

Absent: None

Abstain: 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. 2025-

A resolution by the City of Gretna proclaiming May 2025 as “National Cities, Towns, and Villages Month”, celebrating the contributions from local governments across the nation and recognizing 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, during this month-long observance, communities are encouraged to reflect on their rich heritage, celebrate their achievements, and embrace opportunities for growth and collaboration. Through various events, initiatives, and community engagements, “National Cities, Towns, and Villages Month” aims to foster civic pride and promote local stewardship.; 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 is a proud member of the National League of Cities, and has benefited from the organization’s research, technical expertise, federal advocacy and the opportunities to gain experience from other local governments; and

WHEREAS, the City of Gretna was first incorporated in 1913 and is proudly served today by Mayor Belinda C. Constant, Police Chief Brett J. Lawson, City Council Members Wayne A. Rau, Rudy S. Smith, Michael A. Hinyub, Mark K. Miller, and Randy S. Carr, and a municipal workforce of 298, resolute 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 proclaims May 2025 as “National Cities, Towns, and Villages Month” in celebration of America’s local governments and hereby recognizes 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: None

Absent: None

Abstain: None

RESOLUTION ADOPTED: MAY 14, 2025.

**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. 2025-

A resolution authorizing Mayor Belinda C. Constant and the administration to execute Change Order No. 1 to the City’s contract with Pipeworks Plumbing and Demolition, LLC for the abatement and demolition of 100 Westbank Expressway, for an increase of \$63,783.88, and fourteen more days of work for additional environmental abatement work and fencing required. Funds are available in the City’s capital budget for the project.

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

WHEREAS, Pipeworks Plumbing and Demolition, LLC is the contractor for the project at 100 Westbank Expressway; and

WHEREAS, during the course of environmental abatement additional asbestos containing material was discovered; and

WHEREAS, during the course of operations, additional fencing was found to be necessary for site security; and

WHEREAS, Change Order No. 1 is for an increase of \$63,783.88.00.

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

Mayor Belinda C. Constant and the administration are hereby authorized to execute Change Order No. 1 to the City’s contract with Pipeworks Plumbing and Demolition, LLC for the abatement and demolition of 100 Westbank Expressway, for an increase of \$63,783.88, and fourteen more days of work for additional environmental abatement work and fencing required. Funds are available in the City’s capital budget for the project.

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

Yeas: **Councilmen**

Nays: None

Absent: None

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. 2025-

A resolution authorizing Mayor Belinda C. Constant and the administration to execute the Cooperative Development Agreement with Chick-Fil-A, Inc. to improve public infrastructure in the vicinity of the proposed Chick-fil-A restaurant at 83 Westbank Expressway in the interest of public safety, to repair generally broken, damaged, degraded public infrastructure. This is in accordance with City's focus on storm water management, providing open space, green space, and safe streets.

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

WHEREAS, Article VII, Section 12 (c)of the Constitution of the State of Louisiana 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 association, corporation, or individual,” and

WHEREAS, the City desires to cooperate with the Developer by constructing certain public improvements in connection with the development of a Chick-fil-A restaurant hereinafter referred to as “the Project,” and

WHEREAS, the City has the authority to enter into this agreement as evidenced by its public purposes of increasing the quality of life of its citizens and promoting economic development to increase revenue to the City budget, and

WHEREAS, the public purpose of the improvements is to beautify the City for the benefit of its citizens and to encourage economic development that will increase the quality of life for the citizens of the City, and

WHEREAS, the Project will transform a largely vacant parcel into an economic development project that will anchor an important corner in the City of Gretna, and

WHEREAS, the Project will create jobs, generate significant tax revenue for the City of Gretna, and be a source of economic development, and

WHEREAS, the City has a reasonable expectation of receiving a benefit or value that is at least equivalent to or greater than the consideration described in this agreement, and

WHEREAS, these public improvements will benefit the City as a whole, and

WHEREAS the expenditure of public funds or property is not a gratuitous donation.

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

Mayor Belinda C. Constant and the administration are hereby authorized to execute the Cooperative Development Agreement with Chick-Fil-A, Inc. to improve public infrastructure in the vicinity of the proposed Chick-fil-A restaurant at 83 Westbank Expressway in the interest of public safety, to repair generally broken, damaged, degraded public infrastructure. This is in accordance with City's focus on storm water management, providing open space, green space, and safe streets.

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

Yeas: **Councilmen**

Nays: None

Absent: None

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. 2025-

A resolution authorizing Mayor Belinda C. Constant to execute the Cooperative Development Agreement between the City of Gretna (hereinafter called “CITY”) and the Parish of Jefferson (hereinafter, referred to as “PARISH”); to address public safety issues regarding sinkholes by Wildwood Road and Timberlane Drive.

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, PARISH and CITY are constitutionally and statutorily-created local political bodies of the State of Louisiana with the constitutional and statutory authority to contract, including entering into Cooperative Endeavor agreements; and

WHEREAS, PARISH and CITY 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 the repair, improvement, and maintenance of roads, drainage, and sewerage; and

WHEREAS, PARISH is authorized by Section 1.01(3), Section 1.01(8), and Section 1.01(9) of the Jefferson Parish Charter to enter into this Agreement for providing and maintaining streets and operating drainage and sanitary sewerage systems; and

WHEREAS, the public purpose of the Project is described as addressing public safety issues regarding sinkholes by Wildwood Road and Timberlane Drive in Gretna; and

WHEREAS, PARISH has a reasonable expectation of receiving a benefit or value of public safety and the continued integrity of the drainage and sewerage systems which is at least equivalent to the funding provided for in this Agreement; and desires to cooperate with CITY in the implementation of the project as hereinafter provided.

WHEREAS, the citizens of Jefferson Parish will benefit from the efforts of these parties working together; and

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

Mayor Belinda C. Constant is hereby authorized to execute the Cooperative Development Agreement between the City of Gretna (hereinafter called “CITY”) and the Parish of Jefferson (hereinafter, referred to as “PARISH”); to address public safety issues regarding sinkholes by Wildwood Road and Timberlane Drive. The CITY shall provide an amount not to exceed \$29,768.75, being half of the funding combined for the following projects to occur within Timberlane Subdivision within the boundaries of CITY

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

Yeas: **Councilmen**

Nays: None

Absent: None

ADOPTED: MAY 14, 2025

**CITY CLERK
CITY OF GRETN
STATE OF LOUISIANA**

**MAYOR
CITY OF GRETN
STATE OF LOUISIANA**

Execute CEA Security at Roy Wilty Bus Terminal

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

RESOLUTION NO. 2025-

A resolution authorizing Mayor Belinda C. Constant to execute Amendment No. 1, to the Cooperative Endeavor Agreement between the Parish of Jefferson and the City of Gretna to perform work details for necessary security at the Roy Wilty Bus Terminal (“Terminal”), to modify the hours worked per week from one hundred and twenty-six (126) to one hundred and sixty-eight (168) and to increase the annual contract amount to not exceed Three Hundred and Forty-Nine Thousand, Four-Hundred and Forty Dollars (\$349,440.00).

WHEREAS, on October 18, 2023, Resolution No. 143015 was adopted, which authorized the Parish of Jefferson and the City of Gretna to enter into a Cooperative Endeavor Agreement (hereinafter “Agreement”); and

WHEREAS, the Agreement allows for the Gretna Police Department to perform work details from 10:30PM to 5:00AM for necessary security at the Roy Wilty Bus Terminal (“Terminal”) to assure the safe operations of the facility; and

WHEREAS, the Regional Transit Authority (“RTA”) is currently providing extended hours of service at the Terminal, which runs from 10:30PM to 5:00AM; and

WHEREAS, during recent months law enforcement has observed that vagrant-related actions infringing on others' rights including trespassing on private property, theft, and vandalism, among others, are beginning to pressure the area in and around the Terminal and that to deter crime an increased police presence is in the best interest of the public; and

WHEREAS, to maintain sufficient security for the Terminal’s additional hours of operation, the PARTIES desire to amend Section 1.0 (“Services/Deliverables”) of the Agreement to modify hours worked per week from 126 hours to 168 hours; and

WHEREAS, RTA agreed to pay for the additional security required from 10:30 PM to 5:00 AM; and that agreement was memorialized by an Amendment to their Cooperative Endeavor Agreement dated October 3, 2023, which was authorized by Resolution No. 142757 and adopted on September 13, 2023; and

WHEREAS, to accurately account for the increase in hours worked per week, the PARTIES desire to amend Section 2.0 (“Payment”) of the Agreement to modify the maximum yearly expenditure from \$260,560.00 to \$349,440.00; and

WHEREAS, all other terms and conditions of the Agreement, as amended, shall remain unchanged.

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

Mayor Belinda C. Constant is hereby authorized to execute Amendment No. 1, to the Cooperative Endeavor Agreement between the Parish of Jefferson and the City of Gretna to perform work details for necessary security at the Roy Wilty Bus Terminal (“Terminal”), to modify the hours worked per week from one hundred and twenty-six (126) to one hundred and sixty-eight (168) and to increase the annual contract amount to not exceed Three Hundred and Forty-Nine Thousand, Four-Hundred and Forty Dollars (\$349,440.00). That the maximum yearly expenditure is increased from two hundred sixty thousand and Five hundred sixty dollars (\$260,560.00) to Three Hundred and Forty-Nine Thousand, Four-Hundred and Forty Dollars (\$349,440.00).

Execute CEA Security at Roy Wilty Bus Terminal

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

Yeas: **Council Members**

Nays: None

Absent: None

Abstain: None

RESOLUTION ADOPTED: MAY 14, 2025.

**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 ordinance was introduced:

ORDINANCE NO.

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

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 Gretna Police Department, Public Works and the City Administration have declared certain vehicles and equipment, surplus property and unnecessary to the daily operations of the departments; and

WHEREAS, it 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 vehicle was designated surplus property by the Gretna Police Department and should be sold at an auction to the highest bidder:

GRETNA POLICE DEPARTMENT – VEHICLES

Year	Make	Model	VIN / Serial No.
2017	FORD	EXPLORER	1FM5K8ARXHHG15876

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

CITY ADMINISTRATION – VEHICLES AND EQUIPMENT

Year	Make	Model	VIN No.
2012	Ford	F150 (323)	1FTMF1CMXCKD31570
2012	Ford	F150 (325)	1FTMF1CM3CKD31572
2015	Ford	F-250/sewer Jetter skit, (381)	1FTBF2A60FEA58742
2015	Isuzu	Street Sweeper (445)	JALE5W164F7901612
2016	Ford	F-350 4X4 Crew Cab (469)	1FD8W3GTXGED28523
2016	Ford	F-350 4X2 Crew Cab (470)	1FD8W3GT1GED28524
2017	Ford	F-150 SUPER CREW CAB (484)	1FTEW1C81HFA67274
2021	Ford	Explorer (587)	1FDXF7DC6MDF05366

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: None

Absent: None

ADOPTED: MAY 14, 2025.

APPROVED: MAY 15, 2025.

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

Ordinance presented to the
Mayor on May 15, 2025.

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

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

Ordinance returned from the
Mayor on May 15, 2025.

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

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

ORDINANCE NO.

An ordinance to require the production of financial suitability to establish the sufficiency of financial resources, for good cause shown, prior to extending time periods for vested rights and conducting major site plan reviews.

WHEREAS, there is a general concern for the health, safety and welfare of the citizens of Gretna; and

WHEREAS, the City of Gretna is desirous of improving public safety for both vehicular and pedestrian traffic; and

WHEREAS, the City of Gretna has an interest in the renovation of blighted structures and development of new structures in a timely manner; and

WHEREAS, the City of Gretna seeks to ensure that applicants/owners/developers have sufficient financial resources to timely complete said projects.

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

An ordinance to require the owner/applicant/developer to provide evidence of financial suitability to establish the sufficiency of financial resources, for good cause shown, prior to extending time periods for vested rights and conducting major site plan reviews.

Definitions: For the purpose of this ordinance, the following terms shall have the following meanings:

“Evidence of financial suitability” may include, but not be limited to, financial records and/or statements, letters of credit, loan approval documents, and similar information that show sufficient financial resources to timely complete the proposed project.

“Good cause shown” may include, but not be limited to any records and/or information such as bankruptcy, failure to complete prior projects within a timely manner, litigation as a result of breach of contract or fraud, etc. which casts doubt on the owner/applicant/contractor’s ability to complete the proposed project in a timely manner.

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: None
Absent: None
Abstain: None

ADOPTED: MAY 14, 2025.

APPROVED: MAY 15, 2025.

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

Ordinance presented to the Mayor on May 15, 2025.

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

Ordinance returned from the Mayor on May 15, 2025.

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

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

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

ORDINANCE NO.

An ordinance pursuant to Louisiana Revised Statutes §§ 33: 4712 to declare certain weapons formerly used by the Gretna Police Department as surplus property because of their age and obsolescence, authorizing the private sale of same to current or former Gretna Police officers and fixing the minimum price of same.

WHEREAS, the Gretna Police Department wishes to declare 115 Glock manufactured Model 21 and Glock manufactured Model 21-SF semi-automatic firearms as surplus property; and

WHEREAS, said semi-automatic firearms are described (Exhibit “A”) are no longer sufficient as department issued firearms for police officers engaged in active law enforcement due to their age and obsolescence; and have been replaced with newer, more current and more efficient semi-automatic handguns and are no longer needed for public purposes; and

WHEREAS, pursuant to the Louisiana Revised Statutes §§ 33:4712, these weapons may be declared as surplus property by the City Council since they are no longer used by the Gretna Police Department and no longer needed for public purposes; and, may be sold at private sale; and

WHEREAS, Gretna Police Department has obtained a current market value from a local, reputable, licensed firearms dealer of \$250.00, each; and current/former Gretna Police officers have expressed interest in purchasing these firearms from the City at current market value; and

WHEREAS, said minimum price should be fixed by the City Council at the current market value of \$250.00, cash only at the time of sale; and

WHEREAS, each sale of each firearm shall be conducted by a FFL licensed firearms dealer complying with the provisions of Louisiana Revised Statutes §§ 40:1789; and

WHEREAS, the proposed ordinance shall be advertised in the New Orleans Advocate three (3) times within fifteen (15) days, one (1) week apart; and any opposition must be made in writing and filed with the Gretna City Clerk within fifteen (15) days after the first publication; and

WHEREAS, this proposal is recommended to the City Council as necessary and in the best interest of the City of Gretna, Louisiana.

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

The Glock manufactured Models 21 and Model 21-SF semi-automatic firearms are hereby declared to be surplus property by the City Council. Pursuant to Louisiana Revised Statutes §§ 33: 4712 the City of Gretna is hereby authorized to conduct the private sale of these semi-automatic handguns to current or former Gretna Police officers. The minimum price is hereby fixed at \$250.00 each. Each sale of each firearm shall be conducted by a FFL licensed firearms dealer who will comply with the provisions of Louisiana Revised Statutes §§ 40:1789.

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:

Nays:

Absent:

Abstain:

ADOPTED:

APPROVED:

CITY CLERK
CITY OF GRETN
STATE OF LOUISIANA

MAYOR
CITY OF GRETN
STATE OF LOUISIANA

Ordinance presented to the
Mayor on

Ordinance returned from the
Mayor on

CITY CLERK
CITY OF GRETN
STATE OF LOUISIANA

CITY CLERK
CITY OF GRETN
STATE OF LOUISIANA

EXHIBIT “A”

Description of semi-automatic firearms are as follows:

GLOCK 21 XXX 824	GLOCK 21 XXX 835
GLOCK 21 XXX 529	GLOCK 21 -SF XXX 973
GLOCK 21 XXX 821	GLOCK 21 XXX 791
GLOCK 21 XXX 519	GLOCK 21 XXX 830
GLOCK 21 XXX 818	GLOCK 21 -SF XXX 274
GLOCK 21 XXX 822	GLOCK 21 XXX 517
GLOCK 21 XXX 447	GLOCK 21 XXX 826/829
GLOCK 21 XXX 845	GLOCK 21 XXX 823
GLOCK 21 XXX 827	GLOCK 21 - SF XXX 971
GLOCK 21 XXX 799	GLOCK 21 XXX 984
GLOCK 21 XXX 972	GLOCK 21 XXX 526
GLOCK 21 XXX 843	GLOCK 21 XXX 812
GLOCK 21 XXX 874	GLOCK 21 XXX 525
GLOCK 21 - SF XXX 277	GLOCK 21 XXX 507
GLOCK 21 XXX 808	GLOCK 21 -SF XXX 985
GLOCK 21 - SF XXX 282	GLOCK 21 XXX 268
GLOCK 21 XXX 983	GLOCK 21 XXX 872
GLOCK 21 XXX 537	GLOCK 21 -SF XXX 273
GLOCK 21 XXX 840	GLOCK 21 XXX 982
GLOCK 21 XXX 793	GLOCK 21 XXX 541
GLOCK 21 XXX 831	GLOCK 21 XXX 535
GLOCK 21 XXX 504	GLOCK 21 XXX 846
GLOCK 21 XXX 538	GLOCK 21 -SF XXX 989
GLOCK 21 XXX 789	GLOCK 21 XXX 788
GLOCK 21 XXX 404	GLOCK 21 XXX 530
GLOCK 21 XXX 814	GLOCK 21 -SF XXX 988
GLOCK 21 XXX 536	GLOCK 21 - SF XXX 281
GLOCK 21 XXX 981	GLOCK 21 XXX 274
GLOCK 21 XXX 512	GLOCK 21 XXX 520
GLOCK 21 XXX 826	GLOCK 21 XXX 796
GLOCK 21 XXX 502	GLOCK 21 XXX 271
GLOCK 21 XXX 829	GLOCK 21 XXX 280
GLOCK 21 XXX 510	GLOCK 21 - SF XXX 986
GLOCK 21 XXX 841	GLOCK 21 XXX 539
GLOCK 21 XXX 798	GLOCK 21 XXX 511
GLOCK 21 XXX 521	GLOCK 21 XXX 825
GLOCK 21 XXX 276	GLOCK 21 XXX 804
GLOCK 21 XXX 831	GLOCK 21 XXX 284
GLOCK 21 XXX 841	GLOCK 21 - SF XXX 276
GLOCK 21 XXX 819	GLOCK 21 XXX 533
GLOCK 21 XXX 807	GLOCK 21 XXX 987
GLOCK 21 XXX 275	GLOCK 21 XXX 943
GLOCK 21 XXX 977	GLOCK 21 XXX 272
GLOCK 21 XXX 840	GLOCK 21 XXX 448
GLOCK 21 XXX 802	GLOCK 21 XXX 828
GLOCK 21 XXX 806	GLOCK 21 XXX 269
GLOCK 21 XXX 811	GLOCK 21 XXX 809
GLOCK 21 XXX 505	GLOCK 21 XXX 513
GLOCK 21 XXX 273	GLOCK 21 XXX 816
GLOCK 21 -SF XXX 978	GLOCK 21 XXX 509
GLOCK 21 XXX 503	GLOCK 21 - SF XXX 975
GLOCK 21 XXX 817	GLOCK 21 XXX 267
GLOCK 21 XXX 283	GLOCK 21 XXX 801
GLOCK 21 XXX 845	



DEPARTMENT OF PLANNING & CITY DEVELOPMENT

83 WESTBANK EXPRESSWAY

MAJOR SITE PLAN REVIEW

STAFF REPORT TO PLANNING AND ZONING COMMISSION

May 2, 2025

Summary

The developers of 83 Westbank Expressway are requesting a major site plan review for a proposed new drive-through restaurant Chick-Fil-A. This lot is currently vacant (used seasonally for fireworks sales) and zoned C-2, General Commercial. The property was resubdivided to consolidate lots for the purpose of this development. This site plan was approved in 2023. Site plan reviews expire after twelve months if no action is underway (construction). As such, this is a re-application for site plan review of the prior approved site plan. All previous plans and documents were submitted, with only minor changes to the building – all other proposed site improvements are the same as the 2023 submittal.

Review Process

Typically Major Site Plan review is only required for 10,000 square feet of new construction. However due to the potential impact of the proposed development, major site plan review was determined necessary by the Planning Director.

The site plan review process includes a meeting of the applicant with the Development Review Committee. This meeting occurred on April 21, 2025 and minutes are attached to this report. Review included site plans, landscaping plans, lighting plans, building elevations, utilities, stormwater management and drainage report, signage plans, traffic impact study, and emergency management plan. Full plans are available in the Planning Department in City Hall (documents are too large for attachment).

Notice Requirements and Public Comment

Posted notification requirements for this Major Site Plan Review request were satisfied as of April 23, 2025. No other comments or questions have been received by the Planning Department as of this writing. Following Planning Commission action on May 7, 2025, City Council will consider the site plan by public hearing at the May 14, 2025, regular meeting.

Recommendation With Conditions

Per UDC Sec 58-64 (i), the proposed site plan complies with each of the approval criteria:

1. The proposed building, site development and uses are consistent with the Comprehensive Plan;
2. The proposed development is designed to comply with the applicable zoning district requirements in Article 3 and 4 of this UDC;
3. The proposed use is consistent with the applicable zoning district requirements in Article 3 of this UDC, and any supplemental conditions in Article 5 of this UDC; and
4. The Planning Director has granted approval for any administrative relief pursuant to Sec. 58-86 and the Planning & Zoning Commission has granted approval for any variances pursuant to Sec. 58-65 that are required for UDC compliance.

This development presents a substantial improvement to the vacant lot / seasonal sales use at this location. With the traffic and stormwater mitigation measures proposed by the applicant, staff recommends approval with the following conditions:

1. A signed development agreement between the applicant, City, DOTD and RTA as to the scope and responsibilities for site improvements in the surrounding public right of ways.
2. Applicant agrees that a right turn lane on Hancock will be explored if needed after opening.
3. Building design to increase transparency on the Westbank Expressway façade; UDC requires 40% transparency (windows, doors, or building materials as otherwise discussed) at two to eight feet above first floor elevation for restaurants.
4. As defined in the UDC, the applicant shall have twelve months to begin construction from the date of site plan approval, or a new application will be required. An extension may be requested in writing to the Planning Director.

In addition to these items, applicant is advised that State Fire Marshal and Department of Health reviews will be required for a building permit, as well as a Stormwater Pollution Prevention Plan (SWPPP) as required by the Department of Environmental Quality due to the size of the site (greater than 1 acre).

Sincerely,



Amelia Pellegrin, AICP
Director of Planning & City Development



April 21, 2025

**Development Review Committee – Major Site Plan Review
83 Westbank Expressway – Chick-Fil-A**

City attendees:

Mayor Belinda Constant
Gretna Police Chief Brett Lawson
Councilman Wayne Rau
Councilman Rudy Smith
Gretna Fire Chief Mike Labruzzo
Planning Director, Amelia Pellegrin
City Engineer David Boyd
Building Official Danika Gorrondona
Parks and Parkways Director Amie Hebert
City Planner Qudsiyyah Noorulhaqq

Applicant attendees:

Todd Rodgers, Greyden Engineering
Mike Sherman, Sherman Strategies
Bryce Nichols, Mayse & Associates Inc
Rebecca Hurst Gieger, Sherman Strategies

Agenda items:

1. Site plan overview:

- a. Changes since 2023 Site Plan Review and Approval—Building is slightly bigger and is now all brick, no Nichiha panels. Applicant plans to submit building plans to State Fire Marshall and Department of Health and Human Services on May 9th for approval.
- b. Access points, DOTD Permit—Applicants are working on getting hard copy of approved plans to DOTD.
- c. Traffic Impact Study— no updates from prior study, no comments.
- d. Parking—meets UDC requirements, no changes to layout or number of spaces, no comments.
- e. Emergency Access—no changes, no additional comments.

2. **ROW improvements**— City has agreed to make improvements to Truxton Street, discussion of when this will occur pending. Applicant has a draft development agreement, which needs to be reviewed and signed by City, via Council resolution.

3. **Signage**—no change from prior approved package, no comments.
4. **Building**—floodplain compliance, front elevation-Bottom floor will be 3.15' above centerline of street. Meets requirements, no comments.
5. **Stormwater management & drainage**—meets UDC requirements, no changes, no comments.
6. **Utilities**—1.5 inch water meter preferable by Applicant, Utilities Department has confirmed this is an option that will be available.
7. **Exterior lighting**—meets UDC requirements no changes, no comments.
8. **Landscaping**— meets UDC requirements no changes, no comments.



FOR P&Z USE ONLY

Received by: _____ Date: _____
 Approved by: _____ Date: _____
 Development Review Committee approval date: _____
 Council District: _____
☐ **Major** (Fee \$1,000)
☐ **Minor** (Fee \$500)
☐ Permitted use
☐ Conditional use
☐ Non-Conforming structure / use / lot (circle)

APPLICATION FOR SITE PLAN REVIEW

(PLEASE PRINT)

Application Date: _____

Address to be Reviewed: 83 Westbank Expressway, Gretna, LA 70053 Valuation of work: \$4.5M

Name or Description Of Project: This project is a drive-through only Chick-fil-A restaurant.

Property Legal Description:

18-F	F	Suburban Park
Lot(s)	Square	Subdivision
Zoning District: <u>C-2</u>	Use: <input type="checkbox"/> Existing <input checked="" type="checkbox"/> New Business	<input type="checkbox"/> Change of Use

Type

Of Project: ☒ Commercial 3,124 sqft. ☐ Residential _____ sqft. ☒ New Building 3,124 sqft.
☐ Expansion _____ sqft. ☐ Renovation _____ sqft.

Name of Property Owner: Gretna Land Acquisitions, LLC Phone Number(s): 504-784-1027
 Email Address(es): rtemplet12@gmail.com

Address of Property Owner:

150 Linda Court, Gretna, LA 70053

Name of Applicant/Agent: Rebecca Gieger/ Sherman Strategies Phone Number(s): 504-799-9335

Email Address: becca@shermanstrategiesllc.com

Is applicant a Lessee? ☐

Architect/Engineer Contact: Todd Rogers Phone Number: 770-778-8793

Check all that apply:

PERMIT REVIEW: Building Permit: ☒ Electrical: ☒ Mechanical: ☒ Plumbing: ☒ Occupational License: ☒

ABO: ☐ Health Department: ☒ Fire Marshal: ☒

REQUEST

INCLUDES: Variance: ☐ Subdivision: ☐ Zoning Change: ☐ Conditional Use Permit: ☐

Historic District Commission: ☐

PRIMARY SETBACKS: Front: 5.26' (WB Expressway) Rear: 145.63' (Truxton) Left Side: 8.17 (Hancock) Right Side: _____

BUILDING SIZE (SqFt.): 2,656 LOT SIZE (SqFt.): 55,719

PARKING SPACES: Existing: 0' Proposed: 46 Surface Types: Pervious concrete

Square footage of each type: Pervious: 8757sf

LOADING/SERVICE AREAS: 0 / _____ (SqFt.)

LIGHTING: Number: 8 Height: 27' Type: Full Cutoff LED site luminaire - 4,000 CCT

TYPE OF SIGNS: Pole: ☒ Wall: ☒ Monument: ☒ Illuminated: ☒ Window: ☐ _____ (dimensions)

Linear Frontage of Building: 84'5" Total Number of Signs: 6

LANDSCAPING: Total Area (SqFt.) 55,719 Number of Trees Removed: 0 Number of New Trees: 50

Size of New Trees (DBH-Dimension at Breast Height): 2.5" Number of Bushes: 486

Buffer/Screening Area(s): NA/ No Buffers / 0 (SqFt.)

Number of Parking Islands: 7 / 3388 (SqFt.)

Number of Parking Buffers: 3 / 3,729 (SqFt.)

- See table attached for submittal requirements, submit full package to Planning Director or upload Survey/Site Plans/Application to Building Permit as one PDF and label it "Site Plan Review" in www.mygovernmentonline.org
- Information provided shall conform to the provisions of SEC. 58-64 SITE PLANS of the Unified Development Code of the City of Gretna

I affirm that the information given this application is true and correct (Please sign and Print name(s) below)

SIGNATURE OF PROPERTY OWNER

DATE

PROPERTY OWNER (Print Name)

4/14/2025

SIGNATURE OF APPLICANT

DATE

Rebecca Gieger / Sherman Strategies

APPLICANT/AGENT (Print Name)



City of Gretna

740 Second Street (70053)

P. O. Box 404

Gretna, Louisiana 70054-0404

Mayor

Belinda Cambre Constant

Councilmembers

Wayne A. Rau

Councilman-at-Large

Rudy S. Smith

District One

Michael A. Hinyub

District Two

Mark K. Miller

District Three

Jackie J. Berthelot

District Four

Departments

Building

Danika E. Gorrondona

Citizens Affairs

Rachael Stanley

City Clerk

Norma J. Cruz

City Development

Amelia Pellegrin

Code Enforcement

Angel L. Gonzales

Environmental Affairs

Madason Priore

Finance & Tax

Raylyn C. Stevens

Human Resources

Gwen Turner

Information Technology

Michael T. Wesley

Operations

Eric Stahl

Parks & Parkways

Amie L. Hebert

Public Utilities

Ron Johnson

Tourism

Summer Cook

April 23, 2025

RE: Public Notice of Site Plan Review for 83 Westbank Expressway

Dear Gretna Neighbor,

You are receiving this public notice as an owner of property within 100 feet of 83 Westbank Expressway in Gretna, Louisiana. No action is required – this notice is to advise you of a pending Planning and Zoning Commission recommendation and City Council decision regarding site plan review for a proposed new drive-through restaurant at this location.

A site plan review application has been submitted to the City of Gretna from the potential lessee, Chick-Fil-A, Inc., of 83 Westbank Expressway, Gretna, Louisiana 70053, Lot 18-F, Square F, Suburban Park Subdivision.

Please see the enclosed copy of the proposed site plan. Copies of the survey and full application including traffic impact study are also on file at Gretna City Hall, 740 2nd Street, Gretna, LA 70053, in the City Development Office.

This site plan review will be considered by public hearing after the required notification period under the Unified Development Code (UDC) Sec.58-83(e). The date of the public hearing at the Planning and Zoning Commission is May 7th at 5:30PM at Gretna City Hall, Council Chambers. Following recommendation of the Commission, the City Council will hold a public hearing and vote on May 14th at 5:30PM at Gretna City Hall, Council Chambers.

The site plan application is considered administratively complete and undergoing review by the Development Review Committee, according to the UDC requirements and criteria for major site plan approval in Section 58-64 which can be accessed at www.gretnala.com/UDC.

You are invited to participate in either public hearing listed above, and/or may respond in writing or by phone if you are not able to attend. Any questions, comments, or concerns may be submitted to the Planning Department by calling (504) 363-1556 or by email to qnoorulhaqq@gretnala.com.

Sincerely,

Amelia Pellegrin, AICP
Director of Planning & City Development

Phone: (504)363-1505 - www.gretnala.com - Fax: (504)363-1509

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

ORDINANCE NO.

An ordinance amending the Unified Development Code (UDC), Chapter 58; Article IV. -Site Development and Design Standards; Division 3. -Signs; by amending Sec. 58-191 through Sec. 58-202, by edit, addition, clarification and modification with recommendations by City Administration Staff . (Per attachment).

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

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; Article IV. -Site Development and Design Standards; Division 3. -Signs; Sec. 58-191 through Sec. 58-202, is hereby amended with recommendations by City Administration Staff as (Per attachment).

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:

Nays:

Absent:

ADOPTED:

APPROVED:

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

Ordinance presented to the
Mayor on

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

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

Ordinance returned from the
Mayor on

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

All words underlined are additions and all words ~~struck-through~~ are deletions.

EXHIBIT “A”

Proposed Edits to UDC Division 1. Signs

1. Edit Section 58-192 Findings as follows to support specific regulations for political and licensed disaster recovery business signs.

Sec. 58-192 Findings

The City Council, after due and careful study and deliberation, and in full consideration of comments received from interested members of the general public, hereby find and declare:

- (a) That the people of the City have a primary interest in controlling the erection, location and maintenance of signs in a manner designed to protect the public health and safety, and to promote the public welfare;
- (b) That the poorly regulated signs create conflicts between advertising signs themselves and between traffic regulating devices and advertising signs, which by their primary purpose draw mental attention to them potentially to the detriment of safe driving practices;
- (c) That it is necessary to the public safety that official traffic regulating devices be easily visible and free from such nearby visual obstructions as blinking signs, distracting signs, as excessive number of signs, or signs in any way resembling official signs;
- (d) That it is necessary to provide equity and equality in displaying identification signs by establishing regulations on size and location of such signs to afford local businesses equal and fair opportunity to advertise and promote their products and services;
- (e) That the construction, erection and maintenance of large outdoor signs, suspended from or placed on top of buildings, walls or other structures constitute a direct danger to pedestrian traffic below such signs, especially during periods when winds of high velocity are prevalent;
- (f) That the uncontrolled erection and maintenance of large or distracting signs seriously detracts from the enjoyment City’s character, and the fact that such signs are intended to command visual contact grants them a proportionately greater role than other structures in determining the overall aesthetic and visual quality of the community;
- (g) That there is a compelling public interest in promoting active participation in the democratic process and elections through the allowance of temporary signs that exceed the number and area allowed for other temporary signs;
- (h)

EXHIBIT “A”

- (i) That these sign provisions are enacted to provide for fair and equal treatment of all sign users and for a reasonable period of time for the elimination of non-conforming signs, to assure that sign users who erected signs prior to this code shall not have an unfair advantage over sign users who conform to this code; and
- (j) That this code shall apply to the design, quality of materials, construction, location, electrification, illumination, and maintenance of all signs and sign structures to be located within the City.

2. Edit Section 58-197 (e) Detached Signs as follows to provide greater flexibility for pole signs on lots abutting the West Bank Expressway only.

Sec. 58-197 Sign Design Standards.

(e) Detached Signs.

- (1) Except as provided in paragraph (e)(12) of this section for pole signs along the West Bank Expressway, Detached signs shall be limited to one (1) square foot of sign area for each linear foot of building frontage up to a maximum sign area and height dictated in Sec. 58-198, sign requirements by zoning district.
- (2) One (1) detached sign shall be allowed per development site, unless otherwise noted in this section, for sites with multiple street frontage. To reduce visual clutter, multi-tenant developments shall not be allowed individual signs on a development site and shall share the detached sign allotted the development site.
- (3) All detached signs shall have a surface or facing of material in accordance with the standard Building Code as adopted and amended by the City.
- (4) No detached on-premises sign shall be allowed to project into the line of vision of any traffic control sign from any point in a moving traffic lane within fifty (50) feet of the signal.
- (5) The total depth of the detached sign shall not exceed five (5) feet, excluding the base of a monument sign.
- (6) Except as provided in paragraph (e)(12) of this section for pole signs along the West Bank Expressway, detached signs shall be located within landscaped islands of twenty-five (25) square feet or more with sufficient barriers to protect the sign from damage by vehicles.

EXHIBIT “A”

- (7) Except as provided in paragraph (e)(12) of this section for pole signs on sites in the BC-2 and C-2 districts that abut the West Bank Expressway, **all detached signs shall be monument signs.**
- (8) The detached sign shall be affixed to a substantial support structure permanently attached to the ground and wholly independent of any building. Footing, anchoring, wind loads, or other construction detail shall meet minimum requirements of the Building Code as adopted and amended by the City. All detached signs shall be mounted on a base constructed of the same material matching the facade of the principal use (brick, stone, stucco or wood) or similar quality material, color and texture as the primary materials used in the exterior finish of the primary structure on the site.
- (9) Developments employing a monument style sign may have up to twenty-five (25) percent more of attached sign area if the following conditions are met:
 - a. The height of the monument sign is a maximum of twelve (12) feet.
 - b. All other requirements for detached signs set in this article are met.
- (10) Lots with multiple frontage (ie corner or through lots) may be permitted one additional detached sign located on a secondary street frontage provided the following conditions are met:
 - a. That street frontage associated with the secondary sign is situated on a collector or higher order street and not located on a residential street, to protect residential development from the intrusion of additional signage.
 - b. The additional detached sign is no larger than one-half the allowable area of the primary detached sign.
 - c. The sign area for any additional detached sign taken independently does not exceed the square footage allowed for the primary detached sign.
 - d. A landscaping area with an identical square footage to the additional detached sign area is provided on that side of the property on which the additional sign is located. Landscape areas shall include protection from damage by vehicles.
- (11) All detached signs, including pole and monument signs shall be located within landscaped islands with minimum six (6) inch barrier curbs that are planted in accordance with the requirements of Division 9 of this article:
 - a) Monument signs shall be located within a landscaped area of 25 square feet or more.
 - b) Pole signs shall be located within a landscaped area of 100 square feet or more.

EXHIBIT “A”

(12) Pole Signs Along the West Bank Expressway

- a. **Applicability.** Pole signs are authorized in the BC-2 and C-2 zoning districts for non-residential uses ONLY on lots that abut the West Bank Expressway [and/or] have West Bank Expressway addresses subject to the conditions in this paragraph (e)(12).
- b. **Pole Sign Location.** Pole signs shall be located between the front building line and the right-of-way of the West Bank Expressway and may not be located within 100 feet of another pole sign unless designed to allow both pole signs to be visible to automotive traffic along the upper deck of the West Bank Expressway. Supporting poles shall not obstruct visibility of traffic entering or exiting the site; if located to the left of traffic exiting the site, poles shall be set back at least ten (10) feet from the driveway and ten (10) feet from the West Bank Expressway right-of-way.
- c. **Pole Sign Height.** Pole signs shall not exceed forty (40) feet in height from grade to the highest point of the sign, except that regional commercial centers on sites of 25,000 square feet or more may have one pole sign up to a maximum height of 60 feet.
- d. **Pole Sign Area.** The area of the upper pole sign face may not exceed two-hundred (200) square feet, except that this may be increased to up to three-hundred square feet for regional commercial centers on sites of 25,000 square feet or more. For signs that are thirty-five (35) feet or taller, a secondary sign face not exceeding seventy-five (75) square feet may be established if the top of the secondary sign face does not exceed twenty (20) feet in height.
- e. **Pole Sign Design.** Pole signs shall have permanent decorative cladding of brick, stucco, or other durable material approved by the Planning Director that extends from grade to twenty (20) feet or the bottom of a secondary sign face. The decorative cladding shall extend at least eight (8) inches beyond the outside diameter of the pole.
- f. **Pole Sign Landscaping.** The base of the sign shall be located within a landscaped area not less than one-hundred (100) square feet, with a minimum depth and width of not less than five (5) square feet. Pole sign landscaping may not result in the reduction of required parking for a site. Plantings shall include at least one (1) class B tree and four (4) shrubs, and comply with applicable provisions of Division 9 of this Chapter.

EXHIBIT “A”

3. Edit Section 58-197 (l) Temporary Signs as follows to base temporary sign area on building frontage.

(l) **Temporary Signs.** Temporary signs are used for a broad range of purposes in all zoning districts and are subject the following criteria. All temporary signs shall be removed within forty-eight (48) hours of the event or completion of the purpose for which the temporary sign is posted.

- (1) In residential districts, one (1) free-standing or attached temporary sign that is no larger than eight (8) square feet. For political signs, a single sign is allowed for each candidate or issue upon a local ballot in lieu of another temporary sign.
- (2) In business core, commercial and manufacturing districts, the following rules shall apply to attached temporary signs:
 - a. Temporary signs shall be allowed per building or per business for multi-tenant businesses and shall be maintained in good condition for the duration of its use.
 - b. Each business shall be allowed to display temporary signs not more than two (2) times per calendar year for not more than thirty (30) days at a time, provided, however that this time period may be extended for up to ninety (90) days for properties that are for lease, for sale or are using the temporary sign in lieu of a permanent sign for which the applicant has obtained a sign permit.
- c. Temporary signs shall not exceed thirty-two (32) square feet or the attached sign area allowed by Sec. 58-198, sign requirements by zoning district, whichever is greater.
 - d. Temporary shall not be longer than eighty (80) percent of the length of the tenant space or the length of the building frontage for single tenant buildings. Temporary signs shall not cover more than twenty-five (25) percent of façade windows.
 - e. Signs shall be safely and securely attached to a wall, building or other such structure so as to sufficiently withstand weight load and imposed wind loads according to the Building Code adopted and amended by the City. The Building Official may require all sign permit applications to be accompanied by supporting design calculations by a registered, professional civil engineer.
 - f. Temporary signs shall not extend over or into any street, alley, sidewalk or other public thoroughfare, and it shall not be placed, nor shall it project, over any wall opening.
 - g. No temporary sign shall be erected that prevents free ingress to or egress from any door, window, or fire escape. No sign shall be attached to any standpipe or fire escape.

EXHIBIT “A”

h. Temporary signs must be located a minimum of ten (10) feet from a public right-of-way so as not to obstruct the view of traffic or negatively impact ingress and egress.

(3) In business core, commercial and manufacturing districts, Detached temporary political signs shall not exceed thirty-two (32) square feet per candidate or issue on the ballot.

(4) Permits for Temporary Signs. A sign permit shall be required for an attached temporary sign in a business core, commercial or manufacturing district.

(Ord. # 4938, 7-14-2021)

4. Edit Section 58-198 Sign Requirements by Zoning District as follows to be consistent with the revised pole sign regulations along the West Bank Expressway.

Sec. 58-198 Sign Requirements by Zoning District.

Exhibit 58-198 establishes sign number, area, and height requirements by zoning district. The requirements are subject to the additional standards and regulations established in all other sections of this article.

Exhibit 58-198: Sign Requirements by Zoning District

Zoning District	Section #	Sign Requirement
Single-Family Residential District (R-1) Two-Family Residential District (R-2) Multiple-Family Residential Districts (R-3)	(a)	1. One institutional use sign may be permitted up to a maximum of twelve (12) square feet in area with said sign being a monument sign.
		2. One multi-lot development monument sign shall be permitted up to a maximum of 50 square feet in area and 12 feet in height.
		3. One street address sign shall be required with a minimum font lettering height of 3.5 inches for one- and two-family dwellings and 6 inches for multiple family structures.
		4. Institutions such as schools and religious institutions shall be allowed a temporary sign up to a maximum of 32 square feet in area.
Business Core District (BC-1) and non-residential properties in Historic Preservation Districts regardless of	(b)	1. One detached monument sign shall be permitted up to a maximum of 50 square feet in area and 12 feet in height.
		2. The detached sign may have an additional 10 square feet in sign area per tenant up to a total maximum sign area of 100 square feet for a multi-tenant development.
		3. Attached signs shall be permitted up to a maximum of 50 square feet in total area per building or business. Additional attached signage shall be permitted on a secondary street frontage, up to a maximum of half of the area allowed for the primary building face.

EXHIBIT “A”

Zoning District	Section #	Sign Requirement		
underlying district	4.	A street address sign shall be required at a minimum of 6 inches in height.		
	5.	One temporary sign per building or business shall be permitted up to a maximum of 32 square feet but not exceeding 1 square foot per linear foot of building frontage.		
Business Core District (BC-2)	1.	a. See Sec. 58-197 (e)(12) for dimensional standards for pole signs along the West Bank Expressway.		
		b. For other parcels, detached signs are limited to monument signs meeting the following standards for sign area and sign height:		
		Site Area (sq.ft.)	Maximum Sign Area (sq.ft.)	Maximum Sign Height (ft.)
		<25,000	100	10
		25,000-50,000	150	12
		>50,000	200	16
	2.	The allowed detached sign for developments with multiple tenants may have an additional 20 square feet in area per tenant up to a maximum of 300 square feet in area.		
	3.	One electronic message sign may be allowed up to a maximum of 40 square feet in area as part of the allowed detached sign or in the attached signage and shall be included in the respective detached or attached allowable sign area.		
	4.	One marquee sign shall be allowed up to a maximum of 30 percent of the allowable attached or detached signage.		
	5.	One (1) additional detached sign shall be permitted under the following circumstances: On a secondary street frontage, up to a maximum of half of the area of the primary sign and at the same height restrictions as the primary detached sign. On an arterial road with at least 275 feet of frontage on U.S. 90 or Belle Chase Highway, a second detached sign may be established provided that there is at least 200 feet of separation between the signs.		
	6.	Attached signs shall be allowed up to a maximum of 100 square feet. However, larger developments that meet minimum area and setback requirements listed below may have larger attached signs:		
		Minimum Site Area (sq.ft.)	Minimum Setback (ft.)	Maximum Attached Sign Area (sq.ft.)
		25,000	200—299	150
		50,000	300—399	200
		100,000	400+	300
	7.	Additional attached signage shall be permitted on a secondary street frontage, up to a maximum of half of the area allowed for the primary building face.		
	8.	A street address sign shall be required at a minimum of 3.5 to six inches in height.		
	9.	One temporary sign shall be permitted up to a maximum of 1 square foot per linear foot of building frontage but not exceeding or 32 square feet, whichever is greater.		

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Zoning District	Section #	Sign Requirement		
Neighborhood Commercial District (C-1)	(f)	1.	One detached sign shall be permitted up to a maximum of 50 square feet in area and 12 feet in height.	
		2.	A detached sign for developments with multiple tenants may have an additional ten square feet in sign area per tenant up to a total maximum sign area of 100 square feet for the entire development.	
		3.	Attached signs shall be permitted up to a maximum of 50 square feet in area. Additional attached signage shall be permitted on a secondary street frontage, up to a maximum of half of the area allowed for the primary building face.	
		4.	A street address sign shall be required at a minimum of 3.5 to six inches in height.	
		5.	One temporary sign shall be permitted up to a maximum 1 square foot per linear foot of building frontage but not exceeding 100 or 32square feet, whichever is greater.	
		6.	Businesses located in a C-1 district and located on U.S. Highway 90 may have one detached sign up to a maximum height of 50 feet	
General Commercial District (C-2)	(g)	1.	a. See Sec. 58-197 (e)(12) for dimensional standards for pole signs along the West Bank Expressway..	
			b. For other parcels, detached signs are limited to monument signs meeting the following standards for sign area and sign height:	
			Site Area (sq.ft.)	Maximum Sign Area (sq.ft.)
			<25,000	100
			25,000-50,000	150
		2.	>50,000	200
			A detached monument sign for developments with multiple tenants may have an additional 20 square feet in area per tenant up to a maximum of 300 square feet in area.	
			One electronic message sign may be allowed up to a maximum of 40 square feet in area as part of the primary detached sign or in the attached signage and shall be included in the respective detached or attached allowable sign area.	
			One marquee sign shall be allowed up to a maximum of 30 percent of the allowable attached or detached signage.	
			One (1) additional detached sign shall be permitted in the following circumstances: On a secondary street frontage, up to a maximum of half of the area of the primary sign and at the same height restrictions set for the primary detached sign. On an arterial road with at least 275 feet of frontage on U.S. 90 or Belle Chase Highway, a second detached monument sign may be established provided that there is at least 200 feet of separation between the signs.	
		6.	Attached signs shall be allowed up to a maximum of 100 square feet. However, larger developments that meet minimum area and setback requirements listed below may have larger attached signs:	
			Minimum Site Area (sq.ft.)	Maximum Attached Sign Area (sq.ft.)

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Zoning District	Section #	Sign Requirement		
			25,000	200—299
			50,000	300—399
			100,000	400+
		7.	Additional attached signage shall be permitted on a secondary street frontage, up to a maximum of half of the area allowed for the primary building face.	
		8.	A street address sign shall be required at a minimum of 3.5 to six inches in height.	
		9.	One temporary sign shall be permitted up to a maximum 1 square foot per linear foot of building frontage but not exceeding 100 or 32square feet, whichever is greater.	
Industrial District (M-1)	(h)	1.	One detached sign shall be allowed up to a maximum of 200 square feet in area and a height of 20 feet. However, total height for a detached sign may be increased to 30 feet if an additional one-foot setback for every foot over 20 feet in height is provided.	
		2.	A detached sign for developments with multiple tenants may have an additional 20 square feet in area per tenant up to a maximum of 300 square feet in area.	
		3.	One electronic message sign may be allowed up to a maximum of 40 square feet in area as part of the primary detached sign or in the attached signage and shall be included in the respective detached or attached allowable sign area.	
		4.	One marquee sign shall be allowed up to a maximum of 30 percent of the allowable attached or detached signage.	
		5.	One additional detached sign shall be permitted on a secondary street frontage, up to a maximum of half of the area of the primary sign and at the same height restrictions set for the primary detached sign.	
		6.	Attached signs shall be allowed up to a maximum of 100 square feet. However, larger developments that meet minimum area and setback requirements listed below may have larger attached signs:	
		7.	Additional attached signage shall be permitted on a secondary street frontage, up to a maximum of half of the area allowed for the primary building face.	
		8.	A street address sign shall be required at a minimum of 3.5 to six inches in height.	
		9.	One temporary sign shall be permitted up to a maximum of 1 square foot per linear foot of building frontage or 32 square feet, whichever is greater.	
Special Industrial District (M-2)	(i)	1.	One detached sign shall be allowed up to a maximum of 200 square feet in area and a height of 20 feet. However, total height for a detached sign may be increased to 30 feet if an additional one-foot setback for every foot over 20 feet in height is provided.	
		2.	A detached sign for developments with multiple tenants may have an additional 20 square feet in area per tenant up to a maximum of 300 square feet in area.	
		3.	One electronic message sign may be allowed up to a maximum of 40 square feet in area as part of the primary detached sign or in the attached signage and shall be included in the respective detached or attached allowable sign area.	
		4.	One marquee sign shall be allowed up to a maximum of 30 percent of the allowable attached or detached signage.	

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Zoning District	Section #	Sign Requirement		
		5.	One additional detached sign shall be permitted on a secondary street frontage, up to a maximum of half of the area of the primary sign and at the same height restrictions set for the primary detached sign.	
		6.	Attached signs shall be allowed up to a maximum of 100 square feet. However, larger developments that meet minimum area and setback requirements listed below may have larger attached signs:	
			Minimum Site Area (sq.ft.)	Minimum Setback (ft.)
			25,000	200—299
			50,000	300—399
			100,000	400+
		7.	Additional attached signage shall be permitted on a secondary street frontage, up to a maximum of half of the area allowed for the primary building face.	
		8.	A street address sign shall be required at a minimum of 3.5 to six inches in height.	
		9.	One temporary sign shall be permitted up to a maximum of 1 square foot per linear foot of building frontage or 32 square feet, whichever is greater.	
Planned Development (PD)	(j)	1.	All signs serving the PD development shall incorporate the architectural theme of the development in materials and style.	
		2.	No "pole type" signs shall be permitted. Detached signage shall consist of a low level monument type signs no greater than ten feet in height and no greater than 100 square feet in area.	
		3.	Attached signage shall be no greater than ten percent in area of the primary face of the structure it serves.	
		4.	The content of PD signage shall be limited to identification of the primary business served. No slogans or product and service advertisement shall be permitted.	
		5.	No off-premises advertising shall be permitted.	
		6.	No blinking or movement of the sign or its contents shall be permitted.	
		7.	Directional signage shall be no greater than 6 feet in height and no greater than two square feet in area.	
		8.	A street address sign shall be required at a minimum of 3.5 to 6 inches in height.	

5. Edit Section 58-201(d) Limits on Non-conforming Signs to amortize non-conforming pole signs in any zoning district by January 1, 2030.

Sec. 58-201 Non-conforming Signs.

(d) Limits on Non-conforming Signs.

- (1) Change of Business or Use. Any non-conforming sign advertising, identifying or pertaining to a business on the premises on which it is located shall be removed

EXHIBIT “A”

upon any change in the business name or change in the use advertised by the sign.

(2) Limitations. A non-conforming sign may not be:

- a. Changed to another non-conforming sign.
- b. Structurally altered in any way including conversion to LED or other electronic or mechanical enhancements.
- c. Expanded in height, width, depth or weight.
- d. Reestablished after a business is discontinued for thirty (30) days, unless the sign is in a state of good condition and repair and is actively marketed as set in Sec. 58-202, then the new sign panel may remain for up to a maximum of one year in search of a new occupant for the business.
- e. Reestablished after damage or destruction of more than fifty (50) percent of its value, as determined by the Building Official.
- f. No new sign shall be approved for a site, structure, building or use that contains a sign or signs prohibited by this article unless such prohibited signs are removed or modified to conform with the provisions of this article. For multi-tenant developments, a non-conforming detached sign advertising for multiple tenants does not need to be brought into compliance unless the tenant requesting a new sign has advertising that comprises twenty-five (25) percent or more of the area of a non-conforming sign.
- g. Nothing in this section shall be interpreted to exclude routine maintenance, repair or renovation which does not extend, increase or enlarge the non-conforming sign.
- h. No building permit shall be issued for any structures, building expansions or new building construction that contains a sign or signs prohibited by this article unless all signs are brought into conformance with the provisions in this article. This does not include interior alterations which do not substantially change the character or intensity of the site.
- i. Nothing in this section shall be construed so as to allow any illegal sign to be considered a non-conforming sign.
- j. Signs that are non-conforming due to exceeding the permitted height, width or area by ten percent or less shall not be subject to removal under this section.

EXHIBIT “A”

- k. The burden of proving the legal non-conforming status of a particular sign shall be the responsibility of the owner of said sign.
 - l. Non-conforming signs that lose their non-conforming status under subsections (d)(2)d and e of this section shall be removed within thirty (30) days after the date of the loss of non-conforming status.
- (3) Amortization of Non-Conforming Pole Signs. Pole signs in any zoning district that do not comply with the provisions of this Division shall be removed by January 1, 2030.

BURK-KLEINPETER, INC.

To: Hon. Belinda Constant, Councilmen Rau, Smith, Hinyub, Miller, Carr

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

Subject: Monthly Project Status Report

Date: May 14, 2025.

David Crockett Steam Fire Company #1 Central Station

From Gibbs:

Heat: The new supply and return air grilles have been installed. The Test and Balance Report was completed on Friday May 9, 2025. by Coastal. The HVAC system is functioning properly.

Roof: Rod Iron began roof work Monday May 12, 2025.

Electrical: Electrical work has been completed. Awaiting as built drawings.

Fifth Street Improvements

The contractor is preparing to mobilize to begin construction.

25th Street Canal Subbasin Improvements Project.

A meeting to discuss the budget is scheduled for Thursday May 15, 2025. The bidding documents will be finalized in June.

Governor Hall Connector Project.

The property plot survey was submitted to UP Real Estate to determine the amount of Right of Way property is needed to build the extension and new railroad crossing. This is a positive development and there is a chance the city will get approvals by the end of the year. After checking with Olsson and UP, UP is requiring 100% design plans be submitted before their real estate section can determine whether to lease, donate it or sell the property to Gretna.

Burmaster Transfer Facility

The construction of the project has begun. Construction to be completed in July of 2025. A groundbreaking was held on Friday April 2025. Otwell Services, LLC is the contractor.

Holly Drive Extension – 4th Street Service Road

The project is ready to be advertised. The project may be split into three phases. The advertising date for the first phase has not been determined.

Huey P. Long Avenue Lighting (2nd Street to 5th Street)

The project is under construction. 120-day construction time. A groundbreaking was held on Friday May 9, 2025. The contractor is High-Tech Electric, Inc. (THE).

Huey P. Long Avenue Lighting (11th Street to WBE)

The project is under construction. 90-day construction time. A groundbreaking was held on Friday May 9, 2025. The contractor is Frischhertz Electric.

Old Garden Park Decorative Lighting Project

Capital Outlay request has been submitted. The survey has been completed. Design will begin when a decision has been made about using solar lights in lieu of electrical lights.

City of Gretna Capital Improvement Plan (2025-2026)

A Capital Improvement Plan meeting was held on Thursday April 3, 2025, to select Capital Projects that will be funded in the 2025-2026 fiscal year.

Finance Department:

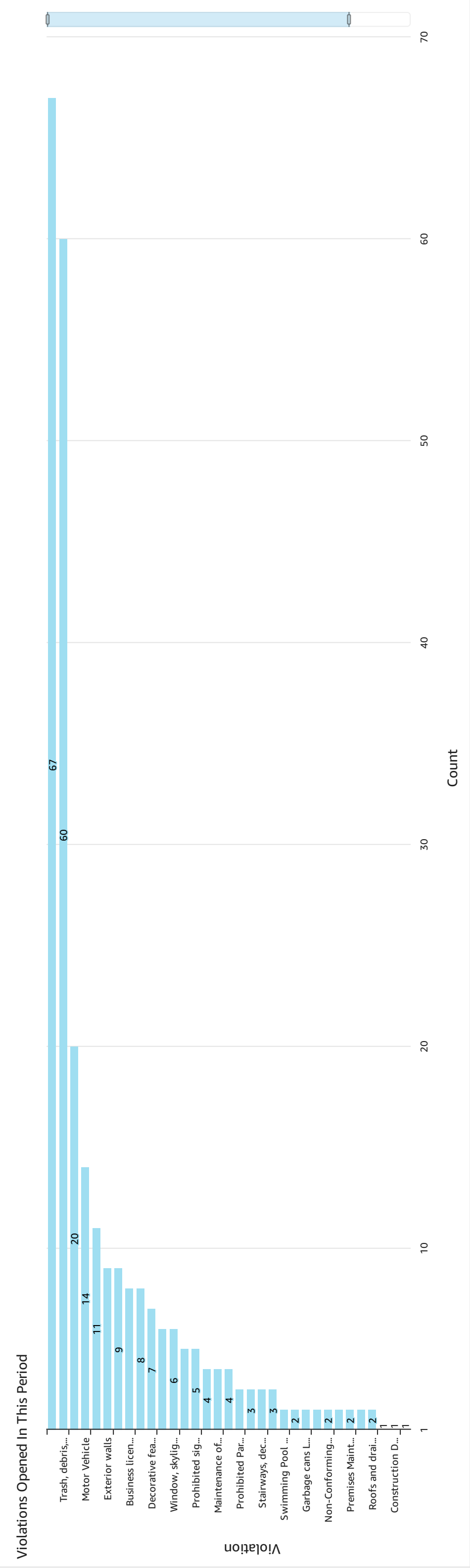
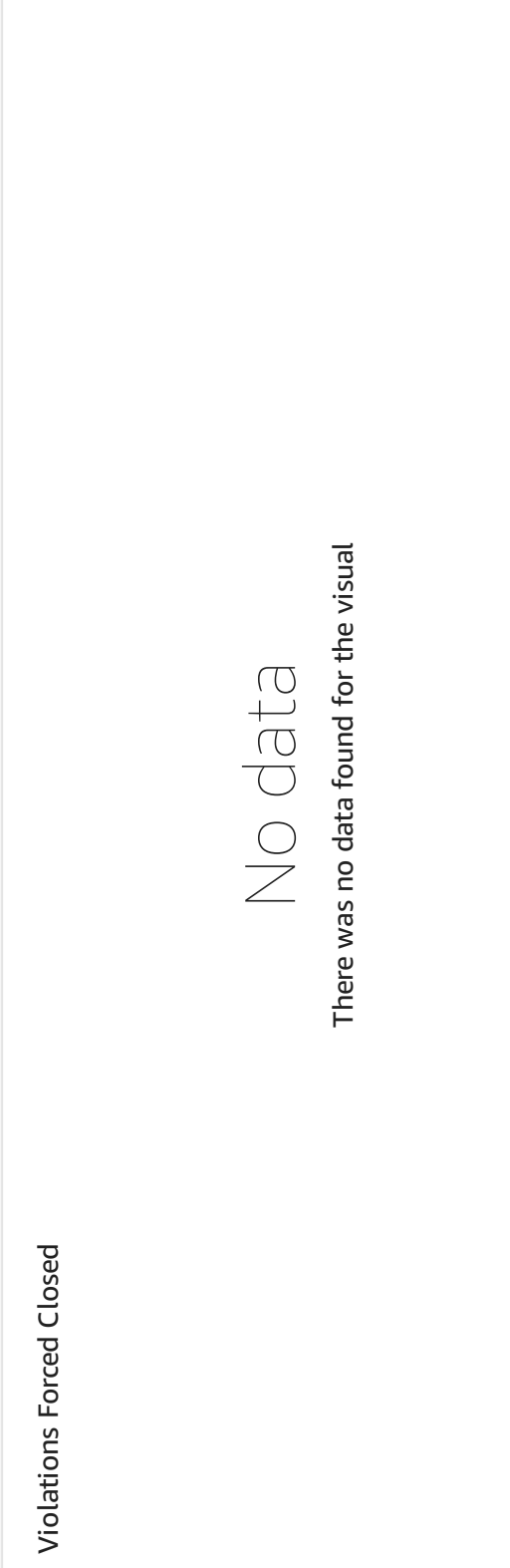
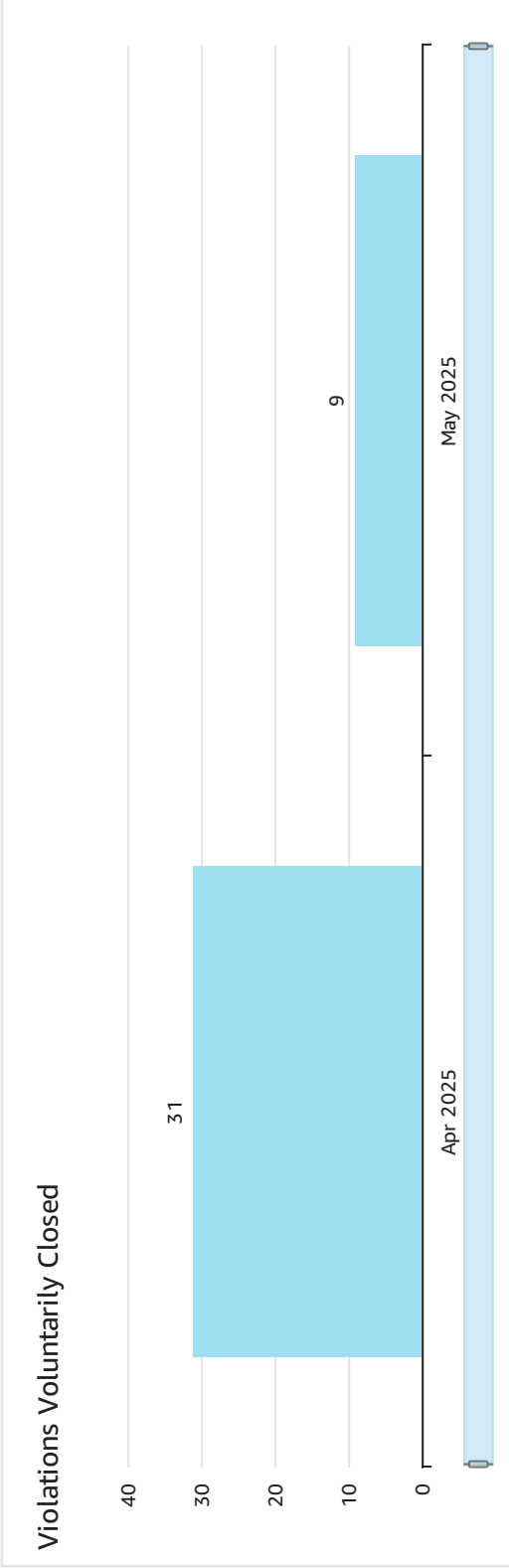
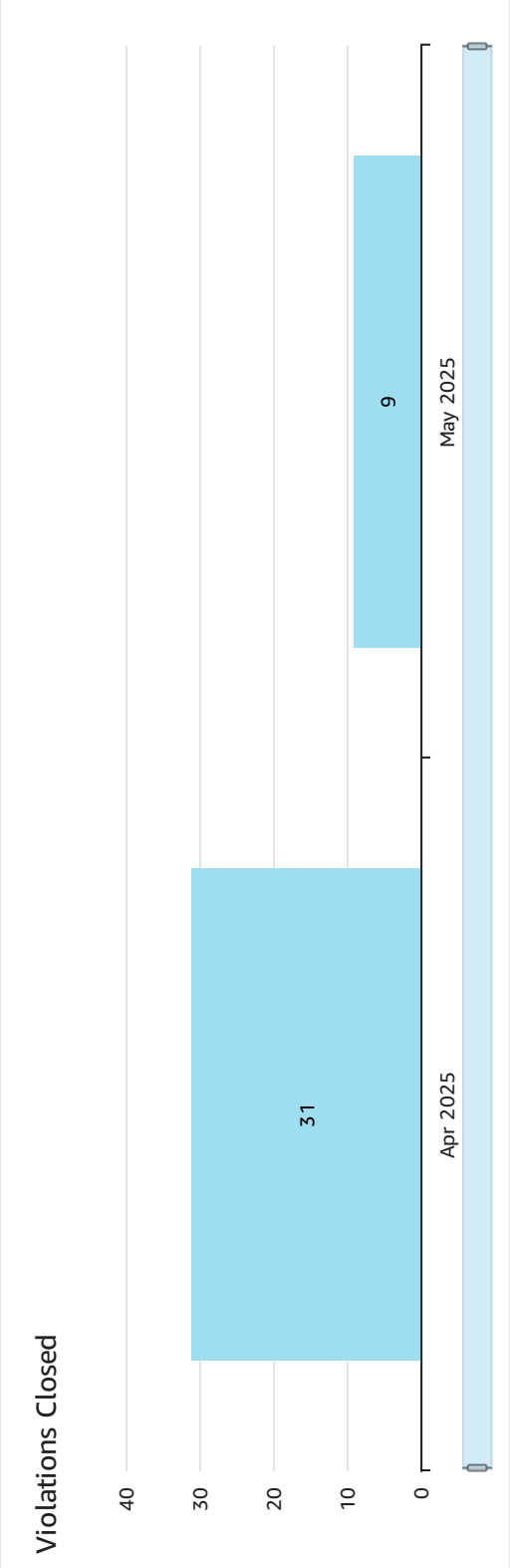
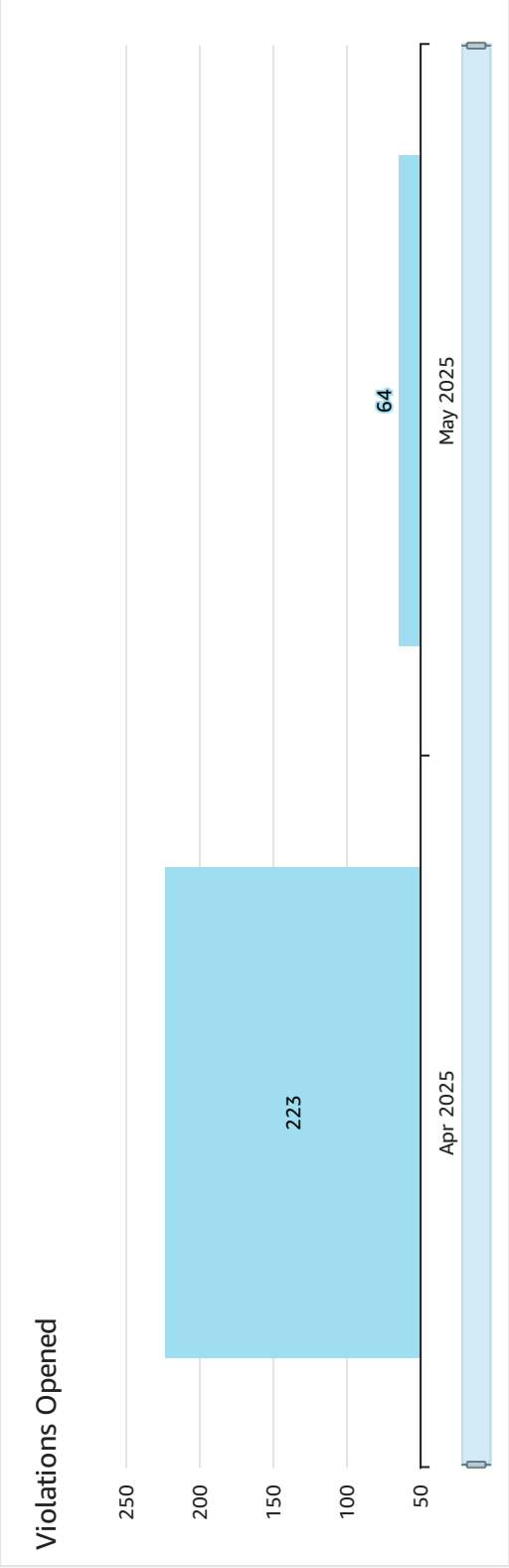
**Report "Actual vs. Budget for Major Funds" was
distributed prior to the meeting.**

City of Gretna

Department of Inspection and Code

Permits Issued from 4/8/2025 12:00:00 AM thru 5/8/2025 12:00:00 AM

Designation	Issued Date	Permit Number	Contractor	Zone	Site Address	Estimated Value	Description	Paid	Apply Online
Residential: Repairs (Res)	4/23/2025	2024-8062	Star Recovery Services, LLC - Taylor Brantley	R-1 (Single Family Residential District)	3136 Claire Avenue	\$41,955.00	Restore LA Homeowner Program. Renovations to an existing single family dwelling as per contract provided and as per code and requirements. Cost of improvements are under 50% of the FMV, therefore the structure's top of bottom floor may remain at the existing elevation. 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 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.	\$235.00	



Showing

Location Custom Field 1

All

Location Custom Field 2

All

Location Custom Field 3

All

Date Range

04/01/2025 – 05/08/2025

Select Agency Name for Report Header

Agency Name

Staff

All

CITY OF GRETNA
HISTORIC DISTRICT COMMISSION MEETING
Gretna City Hall
740 Second Street, Council Chambers, 2nd floor, Gretna, LA 70053
May 5, 2025 – 4:00 PM

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

From: Z. Dieterich - Danika Gorrondona, City Building Official

Members Present:

Architect: Paula Peer

At Large: Peter Debroeck

Historian: James Rolf

District 2: Zack Dieterich

District 4: Sandra Banks

Members Absent:

District 1: Burdell Muller

District 3: Peter Spera III

CONSENT AGENDA FOR CERTIFICATE OF APPROPRIATENESS APPROVAL:

Motion to approve properties on the consent agenda.

Approved 5-0

Motion by: James Rolf

Second by: Sandra Banks

(1) 529 3rd Street - COA – 25-040 Issued

Applicant: Tamara Moffett - For: Patio Cover

(2) 1120 11th Street - COA – 25-041 Issued

Applicant: Niala Howard - For: Light Fixtures

PROPERTIES WITH REQUEST FOR CERTIFICATE OF APPROPRIATENESS

(1) 531 Hancock Street - COA – 25-042 Issued

Applicant: James Catalano - For: New Construction Single Family Residence

Approved 4-1

Motion by: James Rolf

Second by: Paula Peer

Preliminary Conference – Regarding slope of roof and Building Department / Zoning Department approval or disapproval of same as submitted.

Approved 5-0

Motion by: James Rolf

Second by: Sandra Banks

(2) 1118 Huey P Long Ave – COA – 25-043 Issued

Applicant: Nichola Bui - Modifications to previously approved new construction single family residence.

Approved 5-0

Motion by: Z. Dieterich

Second by: Peter Debroeck

(3) 1104 Huey P Long Ave - COA – 25-044 Issued

Applicant: Giang Nguyen - For: Door, Windows

Approved 5-0

Motion by: James Rolf

Second by: Z. Dieterich

(4) 1122 Huey P Long Ave - COA – 25-045 Issued

Applicant: Hyman Bartolo Jr. - For: New Construction Single Family Residence

Approved 5-0

Motion by: Paula Peer

Second by: Z. Dieterich

FOR DISCUSSION ONLY

(5) 514 – 516 2nd Street

Applicant: James Rolfe - For: Proposed selective demolition and renovations to historic creole cottage.

OTHER MATTERS:

2024 HDC Showcase Awards Presentation

MEETING ADJOURNMENT:

On a motion by **Member Z. Dieterich** and seconded by **Member James Rolf**, the Historic District Commission (HDC) meeting for May 5, 2025, adjourned at 4:45 pm, and the same was unanimously approved by all commission members.

Respectfully submitted by: Z. Dieterich

MEMO

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

FROM: Amelia Pellegrin, Director of Planning and City Development

DATE: May 9, 2025

RE: Planning and City Development Monthly Status Report

PLANNING & ZONING ITEMS UNDER REVIEW:

- Minor resubdivision: 1514 O’Connor Street
- Major resubdivision: 2000 Huey P. Long Avenue
- Major site plan review: 83 Westbank Expressway
- Minor site plan review: 853 Gretna Boulevard
- Variance: 2135 Weyer Street

CAPITAL PROJECT UPDATES

- **Fire Station**
 - Substantial completion was issued August 31, 2023. Building not occupied due to ongoing issues on multiple systems.
 - Additional electrical deficiencies corrected and approved by BKI.
 - Waldemar S. Nelson Engineering engaged for third party review of HVAC design and installation.
 - Testing and balancing underway with Nelson oversight – punch list is in progress.
 - May 12 expected to start of roof repair for app bay roof water leaks.
- **25th Street Gretna Resilience District Project:**
 - BKI working on 60%+ design documents.
 - Extension of the period of performance request submitted to FEMA.
- **5th Street Corridor Improvements:**
 - DOTD awarded contract to LA Contracting Enterprise.
 - Met with DOTD on 2/27.
 - Contractor schedule is pending. Anticipate a late summer start of construction.
 - Public meeting date and groundbreaking TBD based on schedule.
- **4th Street & Huey P. Long Pedestrian Improvements – DOTD Safe Routes to Public Places Project:**
 - Work continues at Derbigny and Dolhonde intersections to install pedestrian cross lights and new signals.
 - Revisions to Dolhonde intersection curbing pending DOTD approvals.
- **Playground Revitalization Project (CDBG-VC):**
 - Monitoring actions cleared by OCD.
 - Final payment to contractor approved.
- **Environmental Sites:**
 - 725 Carricox Street: LDEQ letter received in March 2024 stating no further action necessary.
 - 100 Westbank Expressway abatement and demolition: awarded to contractor, preconstruction meeting 2/17/25. Waiting for document submittals from contractor before notice to proceed can be issued – schedule pending.
 - 2nd and Fried: workplan for additional assessment under state review, pending funding from JEDCO.
- **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; funding received. Funds expended on federal infrastructure grant proposals to FEMA (completed by CSRS and Dana Brown Associates).
 - \$50 million award pending from FEMA for Flood Mitigation Assistance Green Infrastructure Program. RFI received, response completed 1/10/25, waiting for FEMA approval or response.
- **4th Street Extension Project Closeout:**
 - Change Order 13 review in progress with DOTD.
 - Engineer consultant is working on closeout documents – all change orders were required to be hand signed.



MEMO

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

FROM: **Amie Hebert (Dina Matthews)**

DATE: **May 14, 2025**

RE: **Status reports - Citywide maintenance and public improvements projects**

District 1

- Blew drain lines and cleaned drain culverts with vacuum truck in the 800 block of Romain Street from Franklin Street to Hancock Street and 300 & 400 blocks of Virgil Street
- Neutral ground maintenance (ongoing)
- City Sweeper cleaning streets district wide
- Asphalt repairs completed at 1101 Rupp Street

District 2

- Blew drain lines and cleaned drain culverts with vacuum truck on Evergreen Street from 9th Street 11th 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 culverts with vacuum truck on Willow Drive from Smithway Drive to Howard Street and Linda Court from Smithway Drive to Howard 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 a yard drain tie in with 11 feet of 8-inch drainpipe
 - Repaired a wrapped 15-inch drainage pipe at joint to drop inlet

District 4

- Grocery carts picked up weekly district wide
- City sweeper cleaning streets district wide
- Neutral ground maintenance (ongoing)
- Cleaning catch basins district wide (ongoing)

Citywide

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