

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



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

June 11, 2025 - 5:30 PM

AGENDA

AGENDA ITEM(S):

- 1. Call to Order and Roll Call**
- 2. Invocation and Pledge of Allegiance**
- 3. Bid Responses received:**
 - A. Gretna Official Journal (Publishing newspaper) Period of July 1, 2025 to June 30, 2026.
- 4. Executive Session:**
 - A. Yesenia Fuentes v. City of Gretna, American Alternative Insurance Co. & Joseph C. Goodwin, No. 822-117, 24th Judicial District Court - Div. "A"
- 5. Presentations & Recognitions:**
 - A. Recognition of New Businesses:
- 6. CONSENT AGENDA:**
 - A. Approval of Meeting Minutes:**

June 11, 2025, Council Regular Meeting.
 - B. Approval of Event Requests:**
 - (1) Gretna Reunion - July 19, 2025; 12 NOON to 6:00 PM; Mel Ott Park.
 - (2) Gretna Reunion - July 20, 2025; 10:00 AM to 3:00 PM; J.B. Spencer Park.
 - (3) National Community Health Initiative; July 26, 2025; 10:00 AM to 2:00 PM; Gretna Levee
 - C. Adoption of Resolutions by Consent:**
 - (1) A resolution authorizing Mayor Belinda C. Constant to enter into a Cooperative Endeavor Agreement on behalf of the City of Gretna with the Gretna Economic Development Association (GEDA), for the 2025 GretnaFest, scheduled for October 3, 4 and 5, 2025.

Requested: Administration Sponsor: Councilman Hinyub

- (2) A resolution authorizing Mayor Belinda C. Constant and the administration to execute Amendment No. 2 to the City's contract with Burk-Kleinpeter, Inc. for the design of the 25th Street Canal Improvements Project, for an increase of \$190,000.00, for additional hydrologic and hydraulic modeling modifications, multiple Benefit/Cost Ratios, multiple H&H reports, data sets and public meetings as requested by FEMA. Funds are available in the City's capital budget for the project.

Requested: Administration

Sponsor: Councilman Miller

- (3) A resolution indicating the intention of the City of Gretna, State of Louisiana, to approve the two (2) year appointment of Belinda C. Constant as a Director to the Board of the Louisiana Local Government Environmental Facilities and Community Development Authority (the "Authority") as provided by Chapter 10-D of Title 33 of the Louisiana Revised Statutes of 1950, as amended.

Requested: Administration

Sponsor: Councilman Rau

7. Unified Development Code Text Amendments: (Recommendation to Council)

1. Commission reviewed amendments to 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.

8. Adoption of an Ordinance:

1. An ordinance amending the UDCode, Chapter 58; Article IV. -Site Development and Design Standards; Division 3. -Signs; by amending Sec. 58-191 through Sec. 58-202, for addition, clarification and modification with recommendations.

9. Major Site Plan Review:

1. 853 Gretna Blvd.; Elliott J. Hano, Architect (Tommy Tran, Owner) Coin Operated Laundromat. The Planning & Zoning Commission met on June 4, 2025, reviewed for compliance of UDC Sec 58-64 (i) Criteria for Site Plan Approval, the site plan review request for the property at 853 Gretna Boulevard for a proposed coin operated laundromat business.

10. Monthly Reports:

- A. Police Department Report.
- B. City Engineer Status Report.
 - (1) June 11, 2025 Report.
- C. Departmental Monthly Reports submitted (Novus Agenda):
 - (1) Finance Department "Actual vs. Budget for Major Funds" report.
 - (2) Building Department - Permits Issued.
 - (3) Code Enforcement - Code Violations.
 - (4) Historic District Commission (June 2, 2025 Meeting)
 - (5) Planning & Zoning Commission (June 4, 2025 Meeting)
 - (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

11. Citizens Addressing the Mayor and City Council.

12. Other Matter(s).

13. Meeting Adjournment.



Bid Page

For the Official Journal for

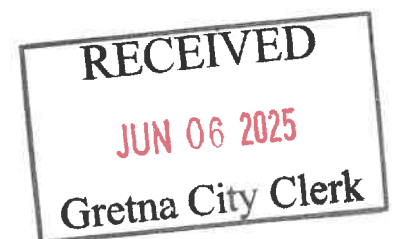
The City of Gretna, Louisiana 70053

Bid from (Name): The Times Picayune The New Orleans Advocate

For the period of July 1, 2025 to June 30, 2026

Price per column inch: \$ 4.62

Column format: 9 columns. x 20 inches. 180 total inches.



The Times-Picayune

THE NEW ORLEANS ADVOCATE

May 13, 2025

City of Gretna
Attn: Office of the Mayor
Gretna City Hall Building
740 Second Street
Gretna, LA 70053

The Times Picayune- The New Orleans Advocate is the only daily, home-delivered newspaper that serves the New Orleans community. Our customer-focused team is motivated to provide the City of Gretna with the best service possible. As a daily newspaper, we will publish your notices any day of the week.

We have flexible deadlines with a 3-day turnaround from the time that we receive your electronic submission to the day of publication in the paper. We provide multiple proofs, accurate advertising, and fast service.

Your notices will have the benefit of additional distribution outside of Jefferson Parish at no additional cost. All legal notices will be distributed to all Times Picayune – The New Orleans Advocate readers.

The Times Picayune – The New Orleans Advocate wants your business, and we will do everything possible to accommodate the City of Gretna and all your needs.

Rate:

\$4.62 per column inch

\$25 per affidavit with system printed tearsheet upon request.

Copy Submission:

We can receive copy electronically in Word Format.

Deadlines:

3 days from the date of electronic submission.

Paid Distribution:

As stated in the Alliance for Audited Media Audit Report dated January 2025:

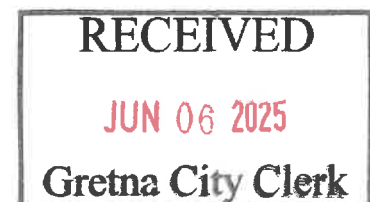
	<u>JEFFERSON PARISH</u>	<u>ORLEANS PARISH</u>
TOTAL CIRCULATION:	12,445	9,272
PAID CIRCULATION:	12,375	9,126

Thank you for this opportunity to respond to the bid notice.

Sincerely,



Joy Newman
Classified Director
The Advocate
Baton Rouge – New Orleans – Acadiana
jnewman@theadvocate.com



The Times-Picayune

THE NEW ORLEANS ADVOCATE

seven days • home delivered • Louisiana owned

STATE OF LOUISIANA
PARISH OF JEFFERSON

BEFORE ME, the undersigned duly commissioned and qualified Notary Public came and appeared the undersigned, Kevin Hall, Publisher, of The Times-Picayune The New Orleans Advocate, Capital City Press LLC, dba The Advocate, who, after being first duly sworn, deposed and said:

- **The Times-Picayune The New Orleans Advocate meets the provisions and requirements set for in La. R.S. 43:140 *et seq.* to serve as the Official Journal for the City of Gretna.**



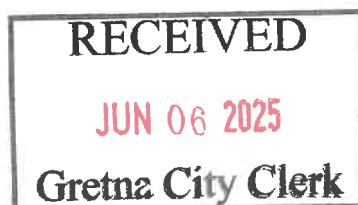
Kevin Hall, Affiant
Publisher
The Times-Picayune The New Orleans Advocate

SWORN TO AND SUBSCRIBED BEFORE ME

this 29th day of April, 2025



M. Monic McChristian, Notary Public
Notary Public ID #88293
State of Louisiana
Commissioned for Life



840 ST CHARLES AVE, NEW ORLEANS, LOUISIANA 70130 | (504) 636-7400 | THENEWORLEANSADVOCATE.COM



EVENT APPLICATION

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

Name of Event: Gretna Reunion

Date of Event: July 19, 2025 Time of Event: 12pm - 6pm

Location of Event: (Place or Street Name with boundary streets): Mel-Ott Park

2301 Belle Chasse Hwy.

Description of Event: Family Day - Reuniting Gretna Families McDonoghville, Outna Green, Jonestown ETC.

Anticipated # of attendees: 150-200 Name of Organizer and Host: Raquel Louis / Demond Crosby

Address: 1414 Hancock Street, Gretna, La 70053

E-Mail: ccgumbrella@yahoo.com Cell Phone: Raquel - (504) 240-9637

Home Phone: _____ Office Phone: Demond - (504) 235-3312

☐ 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 _____

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: _____

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.

Demond L Crosby
Signature of Applicant / Representative

Title

5/5/25
Date

Signature of Approval

Title

Date



EVENT APPLICATION

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

Name of Event: Gretna Reunion

Date of Event: July 20, 2025 Time of Event: 10 am - 3 pm

Location of Event: (Place or Street Name with boundary streets): J. B. Spencer Park
Fried Street & 7th Street Out na Green

Description of Event: Prayer Brunch - Mt. Zion MBC Back to School Giveaway

Anticipated # of attendees: 150-200 Name of Organizer and Host: Raquel Louis / Demond Crosby

Address: 1414 Hancock St. Gretna, LA 70053

E-Mail: ccgumbrella@yahoo.com Cell Phone: Raquel - (504) 240-9637

Home Phone: _____ Office Phone: Demond - (504) 235-3312

✓ would like
rental of
incession stand

- ☐ 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 _____

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

Corner 7th & 8th Streets and Governor Hall St.

Street or Streets you are requesting to close: _____

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.

Demond L Crosby
Signature of Applicant / Representative

Title

5/5/25
Date

Signature of Approval

Title

Date



EVENT APPLICATION

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

Name of Event: Akilah Temple No. 283 & Akilah Court No. 255 National Community Health Initiative (NCHI) Walk

Date of Event: July 26, 2025

Time of Event: 10:00 AM – 2:00PM

Location of Event: (Place or Street Name with boundary streets): Walk will take place on the Gretna levee. It will commence at the Gretna levee terminal with participants stopping at the Gretna-Algiers line on the levee, turn back around and walk to the Gretna levee terminal crossing the finish line. A celebration will take place directly after the completion of the walk outside of City Hall under the Jefferson Memorial Arch.

Description of Event: see attached

Anticipated # of attendees 75-100 **Name of Organizer and Host:** Akilah Temple No. 283 & Akilah Court No.255----Contact Celeste Gunning

Address: 1100 Cook Street Gretna, LA 70053

E-Mail: akilah255iscommunityinvolve@gmail.com **Cell Phone:** 504-220-3122

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** 2

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: _____ **n/a** _____

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 (emailed to
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

Akilah Ct No.255 NCHI Chair &
Akilah TempleNo.283 NCHI Chair

Title

5/2/2025

Date

Signature of Approval

Title

Date

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

RESOLUTION NO. 2025-

A resolution authorizing Mayor Belinda C. Constant to enter into a Cooperative Endeavor Agreement on behalf of the City of Gretna with the Gretna Economic Development Association (GEDA), for the 2025 GretnaFest, scheduled for October 3, 4 and 5, 2025.

WHEREAS, in efforts to further the economic development and quality of life, the City of Gretna seeks to enter into a Cooperative Endeavor Agreement with the Gretna Economic Development Association (GEDA) for the 2025 GretnaFest; and

WHEREAS, the City of Gretna appropriated public funding in the Budget for the fiscal year of April 1, 2025, to March 31, 2026, by Ordinance No. 5018, on March 17, 2025, to pay overtime for police, ambulance and public works for the 2025 GretnaFest, and public works’ supplies needed for the logistics and production of the festival; and

WHEREAS, the 2025 GretnaFest is scheduled for October 3, 4, and 5, 2025; and

WHEREAS, the City of Gretna also provides use of public streets, right-of-way and public owned properties for the staging, breakdown, and production of the festival; and

WHEREAS, by staging this event, GEDA seeks to achieve its non-profit mission to further economic development and quality of life in the City of Gretna, by staging this event; and

WHEREAS, the Cooperative Endeavor Agreement (CEA) will formalize the terms and agreements of each party; and a signed and executed agreement will be in place before any public funding is expended by the city, for the 2025 GretnaFest.

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

Mayor Belinda C. Constant is hereby authorized and directed to enter into a Cooperative Endeavor Agreement on behalf of the City of Gretna with the Gretna Economic Development Association (GEDA), for the 2025 GretnaFest, scheduled for October 3, 4 and 5, 2025.

RESOLUTION ADOPTED: JUNE 12, 2025.

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

Yeas: **Councilmen**

Nays: None

Absent: None

ADOPTED: JUNE 11, 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 resolution was offered:

RESOLUTION NO. 2025-

A resolution authorizing Mayor Belinda C. Constant and the administration to execute Amendment No. 2 to the City’s contract with Burke-Kleinpeter, Inc. for the design of the 25th Street Canal Improvements Project, for an increase of \$190,000.00 for additional hydrologic and hydraulic modeling modifications, multiple Benefit/Cost Ratios, multiple H&H reports, data sets and public meetings as requested by FEMA. 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, Burke-Kleinpeter, Inc. is the engineer for the 25th Street Canal drainage project; and

WHEREAS, during the course of technical and environmental review by FEMA, the City has been asked to provide substantial analysis beyond the initial grant application; and

WHEREAS, this work includes building multiple modifications of the new two-dimensional hydrologic and hydraulic model and revising all outputs along with the benefit cost analysis; and

WHEREAS, Amendment No. 2, is for an increase of \$190,000.00.

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 Amendment No. 2 to the City’s contract with Burke-Kleinpeter, Inc. for the design of the 25th Street Canal Improvements Project, for an increase of \$190,000.00 for additional hydrologic and hydraulic modeling modifications, multiple Benefit/Cost Ratios, multiple H&H reports, data sets and public meetings as requested by FEMA. 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 a motion by **Councilman _____** and seconded by **Councilman _____**, the following resolution was offered:

RESOLUTION NO. 2025-

A resolution indicating the intention of the City of Gretna, State of Louisiana, to approve the two (2) year appointment of Belinda C. Constant as a Director to the Board of the Louisiana Local Government Environmental Facilities and Community Development Authority (the “Authority”) as provided by Chapter 10-D of Title 33 of the Louisiana Revised Statutes of 1950, as amended.

WHEREAS, Chapter 10-D of Title 33 of the Louisiana Revised Statutes of 1950, as amended, comprised of R.S. 33:4548.1 through 4548.16 is known as the Louisiana Local Government Environmental Facilities and Community Development Authority Act (the "Act"); and

WHEREAS, the Act created the Louisiana Local Government Environmental Facilities and Community Development Authority (the "Authority") for the purpose of assisting political subdivisions, as defined in the Act, and other designated entities in acquiring, financing and constructing certain facilities, including environmental, public infrastructure, community and economic development purposes and to otherwise establish programs to aid in the financing of local government and economic development projects; and

WHEREAS, the City of Gretna, State of Louisiana, previously passed a resolution to become a participating political subdivision of the Authority in accordance with the Act; and

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

Section 1. Approve the appointment of Belinda C. Constant to serve as Director of the Authority for a term of two (2) years from the date hereof.

Section 2. This resolution shall take effect immediately and a certified copy hereof shall be forwarded to the offices of the Authority.

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

Yeas: **Councilmen**

Nays: None

Absent: None

Abstain: None

RESOLUTION ADOPTED JUNE 11, 2025.

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

**MAYOR
CITY OF GRETNA
STATE OF LOUISIANA**

CERTIFICATE

I, the undersigned, hereby certify that the foregoing is a true and correct copy of a Resolution adopted on June 11, 2025, by the Gretna City Council acting as governing authority of the City of Gretna, State of Louisiana, at a meeting thereof regularly convened and after proper notice thereof having been given, and I further certify that the same remains in full force and effect.

THUS, DONE AND SIGNED, this 11th day of June 2025.

Norma J. Cruz, LCMC
City Clerk
City of Gretna
State of Louisiana



DEPARTMENT OF PLANNING & CITY DEVELOPMENT

UNIFIED DEVELOPMENT CODE TEXT CHANGES: PROPOSED SIGN ORDINANCE UPDATES

STAFF REPORT TO PLANNING AND ZONING COMMISSION

May 5, 2025

Summary

Planning and City Development staff are proposing changes to the Unified Development Code (UDC) Division 1. Signs section regarding pylon (pole) signs and temporary signage. Current sign ordinance limits pole signs by height and minimum site area of 1 acre on the Westbank Expressway (WBE) only. Proposed changes will allow for more appropriate height limits for pole signs on the Expressway, require landscaping and architectural details at the street level, and eliminate the minimum site size requirement. Proposed changes to temporary signage will allow for more appropriate size limits for larger sites.

Purpose and Need

Pole signs are a frequent compliance issue for new businesses coming into the City of Gretna, due to the UDC requirement that non-compliant signs must be removed when a business changes name or a new business is being established – legacy signs must be removed and cannot be re-used even in a cabinet style sign.

The current requirement that only sites that are 1 acre or larger may have a pole sign limits the amount of sites that can retain or build new pole signs when businesses change. Further, the height restriction of 20 feet does not align with the height of the overhead expressway (approximately 35 feet), limiting the effectiveness of a pole sign.

Temporary signs are allowed for 30 days at a time, but limited to 32 square feet regardless of site / development scale.

Proposed UDC Sign Ordinance Changes

In summary, the proposed text changes are as follows (see attached for details):

1. Remove 1-acre minimum site size for pole signs on the WBE.
2. Change height limit to 40 feet for pole signs on the WBE.
3. Change landscaping requirement from 25 to 100 square feet of landscaping required at base of sign.
4. Add requirement for architectural details to cover the steel pole from ground to 20 feet in height.

5. Change temporary sign area limit to align with sign area allowed for attached signs per zoning district, or 32 square feet, whichever is larger.
6. Other clarifying language as recommended for detached signage and temporary signage.
7. 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.

Criteria for Approval

UDC Section 58-61 (h): Approval Criteria for Text Amendments. In its review of an application for a UDC text amendment, the Hearing Bodies shall consider the following criteria. No single factor is controlling; instead, each must be weighed in relation to the other standards.

- (1) Consistency. The text amendment shall be consistent with the adopted Comprehensive Plan.
- (2) Health, Safety, and Welfare. The amending ordinance must bear a substantial relationship to the public health, safety, or general welfare, or protect and preserve historical cultural places and areas.
- (3) Public Policy. Certain public policies in favor of the text amendment may be considered. Examples include a need for work-force housing, economic development, mixed-use development, or sustainable environmental features, which are consistent with the City, area, neighborhood, or specific plans.
- (4) Other Factors. The hearing_body may consider any other factors relevant to a text amendment application under state law.
- (5) Impacts. The hearing bodies shall not regard as controlling any advantages or disadvantages to the individual requesting the change, but shall consider the impact of the proposed amendment on the public at large

Staff Recommendations

Please see attached redlined proposed changes to the sign ordinance sections of the UDC that pertain to pole signs and temporary signs. Proposed changes are consistent with the intent of the sign ordinance, promote efficient use of space, minimize visual impacts, enable local economic development, and meet the criteria for approval.

Sincerely,



Amelia Pellegrin, AICP
Director of Planning & City Development

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 ~~is essential for good governance through the allowance of temporary signs that exceed the number and area allowed for other temporary signs;~~
- (h)

(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

(ij) 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.

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(e) Detached Signs.

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(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.

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(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.

- (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 are larger than one acre and that abut the expressway~~ West Bank Expressway, **all detached signs shall be monument signs.**

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- (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.

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- (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:

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- 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.

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- (11) All detached signs, including ~~pylon-pole~~ and monument signs shall be located within landscaped islands ~~of twenty-five (25) square feet or more~~ with minimum six (6) inch barrier curbs that ~~is~~ 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.

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(12) **Pole Signs Along the West Bank Expressway**

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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).

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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.

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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.

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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.

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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.

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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.

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

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(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 ~~one (1) square foot of sign area for each linear foot of building tenant frontage up to a maximum~~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.
 - 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)	(b)	1. One detached <u>monument</u> sign shall be permitted up to a maximum of 50 square feet in area and 12 feet in height.

Zoning District	Section #	Sign Requirement		
and non-residential properties in Historic Preservation Districts regardless of underlying district	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.		
	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)	(c)	a. For parcels that are larger than one (1) acre and abut the US-90, one (1) pole 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. Regional commercial centers on sites of 25,000 square feet or more and abutting U.S. 90 may have one detached sign up to a maximum height of 60 feet 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	
	(c)	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.				

Zoning District	Section #	Sign Requirement		
	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 400 <u>32</u> square feet, <u>whichever is greater.</u>		

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 32 square feet, whichever is greater. One temporary sign shall be permitted up to a maximum of 32 square feet but not exceeding 1 square foot per linear foot of building frontage.		
		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)	a. See Sec. 58-197 (e)(12) for dimensional standards for pole signs along the West Bank Expressway. For parcels that are larger than one (1) acre and abut the US-90, one (1) pole 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.		
		b. For other parcels, detached signs are limited to monument signs meeting the following standards for sign area and sign height:		
		1.		
		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. A detached <u>monument</u> 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 (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.				

Zoning District	Section #	Sign Requirement		
		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.)	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 1 square foot per linear foot of building frontage but not exceeding 100+32 or 32 square feet, whichever is greater.		
	10.	Businesses located in a C-2 district and located adjacent to U.S. Highway 90 may have one detached pole sign up to a maximum height of 50 feet in lieu of an allowed monument sign for sites of one acre or larger.		
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.		

Zoning District	Section #	Sign Requirement		
		9.	One temporary sign shall be permitted up to a maximum of 1 square foot per linear foot of building frontage, but not exceeding 12032 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.	
		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. One temporary sign shall be permitted up to a maximum of 1 square foot per linear foot of building frontage but not exceeding 12032 square feet.	
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.	

Zoning District	Section #	Sign Requirement
	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 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.
- 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.~~

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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.



DEPARTMENT OF PLANNING & CITY DEVELOPMENT

853 GRETNA BOULEVARD

MAJOR SITE PLAN REVIEW

STAFF REPORT TO PLANNING AND ZONING COMMISSION

May 30, 2025

Summary

The property owner of 853 Gretna Boulevard is requesting a major site plan review for a proposed new coin-operated laundromat. This lot is currently vacant and zoned C-1, Neighborhood Commercial.

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 new development, major site plan review was determined necessary.

The site plan review process includes a meeting of the applicant with the Development Review Committee. This meeting occurred on May 22, 2025, and minutes are attached to this report. The review included site plans, landscaping plans, lighting plans, stormwater management and drainage report, and signage plans, all attached with this staff report.

Notice Requirements and Public Comment

Posted notification requirements for this Major Site Plan Review request were satisfied as of May 20, 2025. As of this writing, the Planning Department has received two calls regarding the new laundry: one was inquisitive in nature, and the other expressed concerns about the condition of the property owner's current laundromat and the presence of two existing laundromats nearby. A quasi-judicial hearing will be conducted at the regular meeting of the Planning and Zoning Commission on June 4, 2025, for approval.

Per UDC Sec 58-64 (i) Criteria for Site Plan Approval, the site plan shall comply with each of the following requirements:

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.

Recommendation With Conditions

This development presents a substantial improvement to the vacant lot at this location. With the measures proposed by the applicant, staff recommend approval with the following conditions:

1. A revised drawing showing a water meter and backflow preventer will be placed on Gretna Boulevard side of the property.
2. A revised landscaping plan in accordance with Section 58-272 showing proposed sod islands along Huey P Long Avenue will be landscaped.
3. A revised lighting plan with updated photometrics showing 0.5 footcandles or less at property line near residences.
4. A litter abatement plan indicating days and times of trash pick-up, location of the trash disposal system and details of screening, including type, height and elevation of dumpster and fence.
5. Indication on the plan showing this new construction will be 3'-0 above the crown of the street or BFE plus one foot of freeboard, whichever is highest.

Sincerely,



Amelia Pellegrin, AICP
Director of Planning & City Development



May 22, 2025

**Development Review Committee – Major Site Plan Review
853 Gretna Blvd – New Laundromat Construction**

City Attendees:

Planning and City Development Director Amelia Pellegrin
Parks and Parkways Director Amie Hebert
City Planner Qudsiyyah Noorulhaqq

Applicant:

Tommy Tran, Owner
Elliot Hano, Architect
Daniel Bouthilet, Speed Queen

Minutes:

1. **Site plan overview:** setbacks and height meet C-1 requirements, no comments.
2. **Access and Circulation:**
 - a. Parking – meets UDC requirements, no comments.
 - b. Emergency Access- no comments.
3. **ROW improvements** – meets UDC requirements, no comments.
4. **Signage plan** – meets UDC requirements, no comments.
5. **Building** –Additional review from Building pending.
6. **Stormwater management & drainage** - meets UDC requirements, no comments.
7. **Utilities:** A water meter and backflow preventer should be placed on Gretna Blvd. side of the property.
8. **Exterior lighting:** Revised lighting plan with updated photometrics showing 0.5 footcandles at property line near residences required.
9. **Landscaping:** Proposed cypress tree roots could cause drainage issues and sidewalk damage; therefore, a different tree selection is requested. Sod needs to be landscaped islands.

DEVELOPMENT REVIEW COMMITTEE

(a) Purpose. The Development Review Committee (DRC) is intended to collect, coordinate, and resolve conflicts from input provided by various City departments and other agencies having responsibility for review or providing services to proposed development.

(b) Membership. The Planning Director shall serve as the chair and coordinator for all DRC meetings. Other participants, who shall participate as needed in the review of specific applications shall include the City Engineer, Building Official, Floodplain Administrator, City Attorney, Police Chief, Fire Chief, Public Works representative, Public Utilities representative, members of other departments and agencies providing public services within the City of Gretna or their designees, and a City Council member.

(c) Responsibilities. DRC communications may occur at staff meetings or through any other means determined appropriate by the Planning Director. The DRC shall be responsible for reviewing applications for all site plans including development of 10,000 square feet or more of floor area and other development as requested by the Planning Director

BURK-KLEINPETER, INC.

To: Mayor Belinda Constant; Councilmen Rau, Smith, Hinyub, Miller and Carr

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

Subject: Monthly Project Status Report

Date: June 11, 2025

David Crockett Steam Fire Company #1 Central Station

From Gibbs:

HVAC

Walk through performed on Tuesday 6-3-25. A few small items need correcting and will be done this week.
(Return Air Filters needed in laundry room and minor fixes needed to insulation on roof.
Ceiling tiles will be replaced this week.

Roof:

Repair completed.

As-Builts being assembled.

Fifth Street Improvements

The contractor is preparing to mobilize construction in July.

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 approval 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. The project is more than 50% complete.

Holly Drive Extension – 4th Street Service Road

The project is ready to be advertised. The project may be split into 3 phases. The advertising date for the first phase has not been determined.

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

The project is under construction. 120-day construction time. A groundbreaking was held on Friday May 9, 2025. The contractor is HTE. Due to the high river, no work will be started until at least June 15 when the river is forecast to be below flood stage.

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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 5/1/2025 12:00:00 AM thru 6/1/2025 12:00:00 AM

Designation	Issued Date	Permit Number	Contractor	Zone	Site Address	Estimated Value	Description	Paid	Apply Online
Commercial: Remodeling Renovations (Com)	5/8/2025	2025-8265	MECHANICAL RESOURCE CONTRACTORS, LLC	R-1 (Single Family Residential District)	740 2nd Street	\$1,098,000.00	Mechanical renovations to Gretna City Hall including a new HVAC unit installation, 11 mini split system, and one wall mounted heater. Work performed will include the demolition of a tile ceiling to a hard lid fire rated ceiling and patching and replacement of a few penetrations through walls and floors for mechanical piping. This work will required SFM inspections and approvals. City of Gretna stamped approved plans shall be printed at a full sized set by applicant and shall be on site at all inspections otherwise the inspection is deemed a fail. You are are required to post permit visible from street for the duration of project and shall not remove it until a Certificate of Completion is issued from the permit system. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.com		

City of Gretna
Department of Inspection and Code
Permits Issued from 5/1/2025 12:00:00 AM thru 6/1/2025 12:00:00 AM

						e.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.		
	5/22/2025	2025-8466	Coleman Roofing & Construction Gonzales, LLC - Christopher Trent Yancey	R-1 (Single Family Residential District)	910 Gretna Blvd	\$2,000,000.00	Renovation of existing school. Renovation to include extending existing parapet walls, demo of existing roof assembly and construction of new assembly with tapered insulation. Interior work to include replacement of damaged ACT, replacement of damaged VCT flooring all in accordance with code and requirements and plans submitted. Location is in an X zone and therefore the top of bottom floor may remain an the existing elevation. City of Gretna stamped approved plans shall be printed at a full sized set by applicant and shall be on site at all inspections otherwise the inspection is deemed a fail. You are required to post permit in window visible from street for the duration of project and shall not remove it until a Certificate of Completion	\$10,025.00

City of Gretna
Department of Inspection and Code
Permits Issued from 5/1/2025 12:00:00 AM thru 6/1/2025 12:00:00 AM

							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.		
						\$3,098,000.00		\$10,025.00	

City of Gretna
Department of Inspection and Code
Permits Issued from 5/1/2025 12:00:00 AM thru 6/1/2025 12:00:00 AM

Commercial: Sign (Com)	5/5/2025	2025-8439	American Express Signs - Kenny Can	C-2 (General Commercial District)	1900 Lafayette Street	\$26,500.00	Installation of a illuminated channel letter commercial sign total (154.58sq.ft.) as per code and requirements and approved by Zoning. City of Gretna stamped approved plans shall be printed and on site at all inspections otherwise the inspection is deemed a fail. You are required to post permit in window visible from street for the duration of project and shall not remove it until a Certificate of Completion is issued from the permit system. Failure to post shall result in a failed inspection. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org . Failure to complete a permit of all required inspections will result in an ability to proceed with any new permits for improvements in the future.	\$160.00	
						\$26,500.00		\$160.00	

City of Gretna
Department of Inspection and Code
Permits Issued from 5/1/2025 12:00:00 AM thru 6/1/2025 12:00:00 AM

Commercial: Tower (Com)	5/13/2025	2025-8255	MASTEC NORTH AMERICA, INC.	BC-2 (Business Core District)	72 Westbank Expressway	\$155,000.00	This project will be a co-location, involving the installation of new antennas onto an existing cell tower located at the provided address. Construction will not include an increase in the existing compound footprint or any increase/decrease in tower height. All trades shall file under this permit number. City of Gretna approved plans shall be printed at a full sized set by applicant and shall be on site at all inspections otherwise the inspection is deemed a fail. You are required to have permit on site at all inspections otherwise the inspection is deemed a fail. 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.	\$800.00	
						\$155,000.00		\$800.00	

City of Gretna
Department of Inspection and Code
Permits Issued from 5/1/2025 12:00:00 AM thru 6/1/2025 12:00:00 AM

Residential: Generator (Res)	5/30/2025	2025-8304	H3 ELECTRIC, LLC - Herbert Willie Hartman III	R-1 (Single Family Residential District)	764 Fairfield Ave.	\$25,840.00	Installation of a 27Kw Generac Generator as per code, requirements and outside agency approvals. 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. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonlin e.org. Failure to complete a permit of all required inspections will result in an ability to proceed with any new permits for improvements in the future.	\$155.00	
						\$25,840.00		\$155.00	

City of Gretna
Department of Inspection and Code
Permits Issued from 5/1/2025 12:00:00 AM thru 6/1/2025 12:00:00 AM

Residential: Renovations (Res)	5/12/2025	2025-8460	Top Choice Property Maintenance LLC	R-1 (Single Family Residential District)	900 Fried St	\$27,887.91	Renovations to an existing single family dwelling as per accordance with code and requirements. Installation of 119 lf of a 6'-0 wood fence as indicated on site plan and approved by Zoning. Owner is responsible for erecting fence on owner's property line. All trades shall file under this permit system. You are required to post permit in window visible from street for the duration of project and shall not remove it until a Certificate of Completion is issued from the permit system. Failure to post shall result in a failed inspection. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org. Failure to complete all required inspections under this permit shall result in the inability to proceed with any new permits for improvements in the future.	\$165.00	

City of Gretna

Department of Inspection and Code

Permits Issued from 5/1/2025 12:00:00 AM thru 6/1/2025 12:00:00 AM

Residential: Renovations (Res)	5/12/2025	2025-8461	Gomez Homes LLC - Dennis Rafael Gomez	R-1 (Single Family Residential District)	3240 Hero Drive	\$27,950.00	Replace sheetrock, remodel bathrooms, install new kitchen cabinets, and install new light fixtures in accordance with code and requirements. This property was elevated to 3'-0" above center line of street under a separate permit and owner. 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.	\$165.00	
	5/6/2025	2025-8286	RIVERLANDS CONSTRUCTION & RENOVATIONS LLC - William Howard Mercier	R-2 (Two- Family Residential District)	224 Ocean Ave.	\$191,008.40	Complete renovation to a single family dwelling as indicated in plans provided and in	\$980.00	

City of Gretna
Department of Inspection and Code
Permits Issued from 5/1/2025 12:00:00 AM thru 6/1/2025 12:00:00 AM

Jr.

accordance with code and requirements. All trades shall file under this permit number. Location is in an X zone and therefore the top of bottom floor may remain at the existing height of structure. City of Gretna stamped approved plans shall be printed at a full sized set and shall be on site at all inspections otherwise the inspection is deemed a fail. You 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. RESUBDIVISION IS REQUIRED PRIOR TO THE REQUESTS OF ANY INSPECTIONS. Failure to complete all required inspections under this permit shall result in the inability to proceed with any new permits for improvements in the

City of Gretna
Department of Inspection and Code
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							future.		
	5/29/2025	2025-8354	C. KENT AND ASSOCIATES, INC. - Campanella Kent Sr.	R-1 (Single Family Residential District)	1000 Romain Street	\$250,000.00	New Construction of a 1,447 sq.ft. single family dwelling with the facade and porch to remain and original corner sideyard setback as approved by Zoning. All trades shall file under this permit number. City of Gretna stamped approved plans shall be printed as a full sized set and shall be on site at all inspections otherwise the inspection is deemed a fail. 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.	\$1,275.00	
						\$496,846.31		\$2,585.00	

City of Gretna
Department of Inspection and Code
Permits Issued from 5/1/2025 12:00:00 AM thru 6/1/2025 12:00:00 AM

Residential: Repairs (Res)	5/13/2025	2025-8435	Star Recovery Services, LLC - Taylor Brantley	R-1 (Single Family Residential District)	1120 11th St	\$21,680.99	Repairs to an existing historic single family dwelling in accordance with code and requirements and contract provided. All trades shall file under this permit number. HDC reviewed, approved and issued a Certificate of Appropriateness on 5.5.25. You are required to post your certificate and permit in window visible from street for the duration of project and shall not remove it until a Certificate of Completion is issued from the permit system. Failure to post shall result in a failed inspection. All required inspections may be found in the permit system and shall be requested via www.mygovernmentonline.org . Failure to complete all required inspections under this permit shall result in the inability to proceed with any new permits for improvements in the future.	\$130.00	
						\$21,680.99		\$130.00	

City of Gretna

Department of Inspection and Code

Permits Issued from 5/1/2025 12:00:00 AM thru 6/1/2025 12:00:00 AM

Residential: Swimming Pools (Res)	5/30/2025	2025-8479	Liquid Creations & Scapes - Michael McSpadden	R-1 (Single Family Residential District)	764 Fairfield Ave	\$121,000.00	Installation of 16'-0" x 35'-0" in-ground swimming pool with proposed deck and removal of existing driveway and replace with new as indicated in site plans, in accordance with code and requirements and approved by Zoning. Pool equipment located behind what may be a garage with a new proposed electrical panel. 4" line for future Kitchen. Location of pool within owner's property is the responsibility of owner and contract being that no survey is present. All pools shall be built in accordance with 2021 ISPSC. If they do not adhere to the code this can delay release finals. It is incumbent on the contractor to be in compliance with the code since no plans addressing ISPSC have been offered for review. 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	\$630.00	

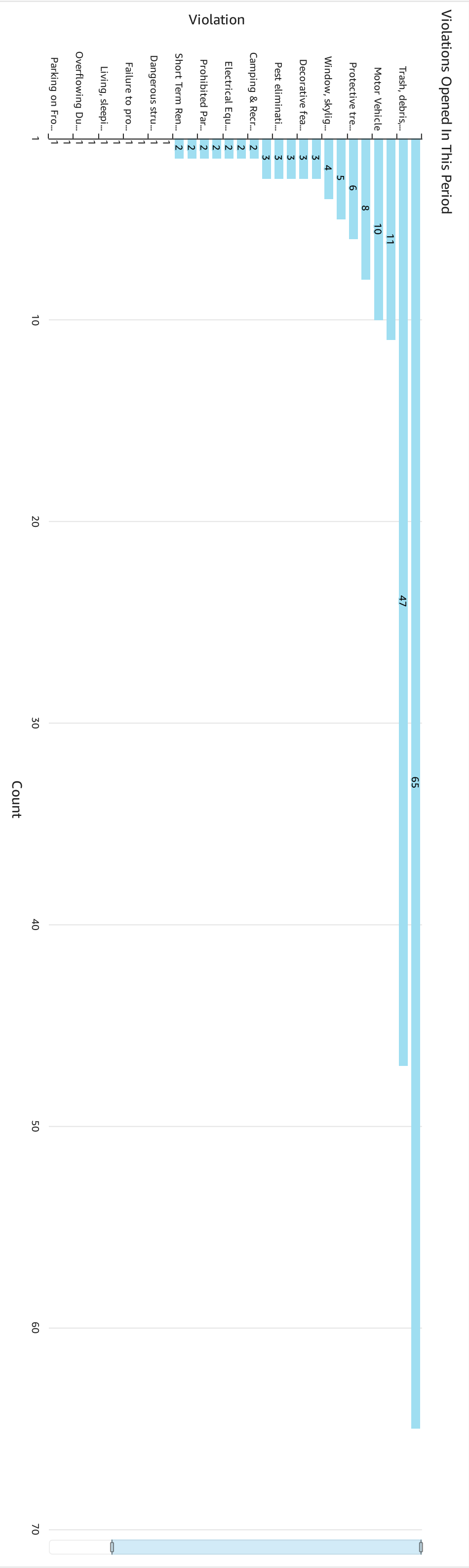
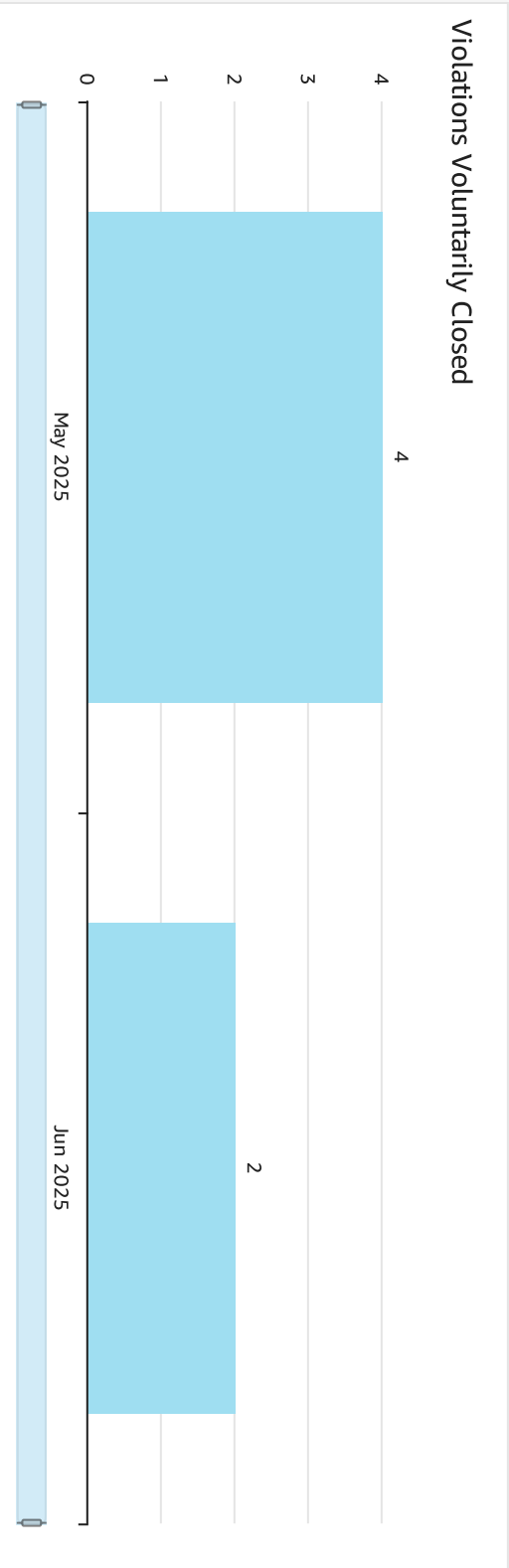
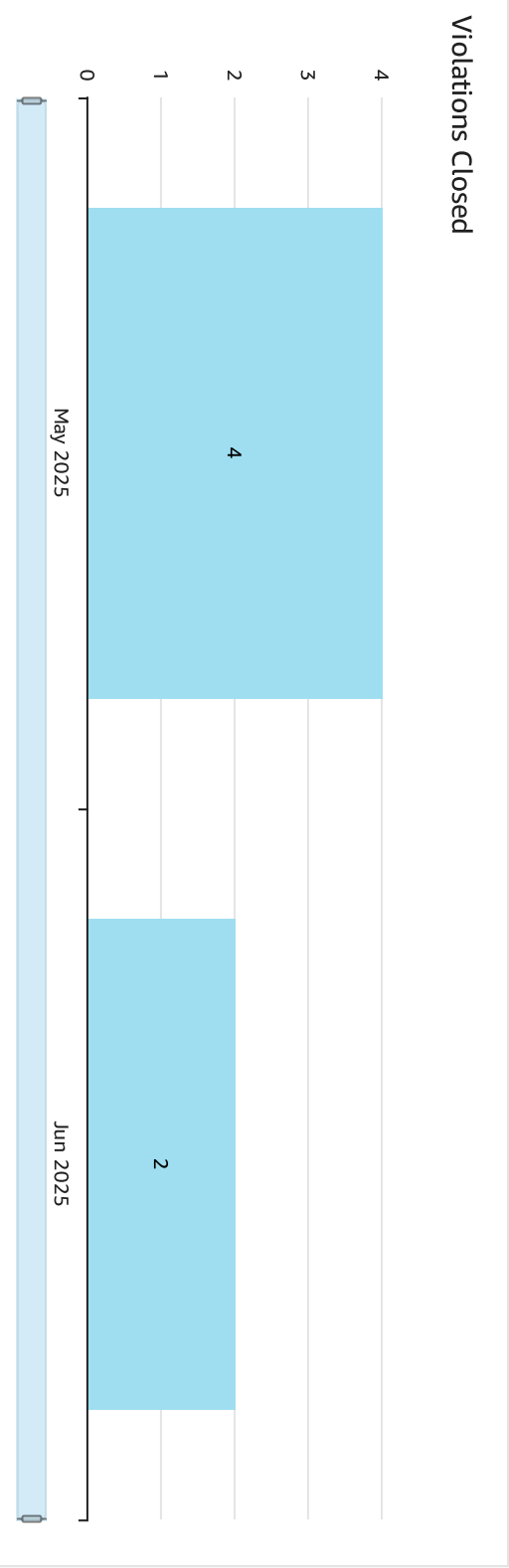
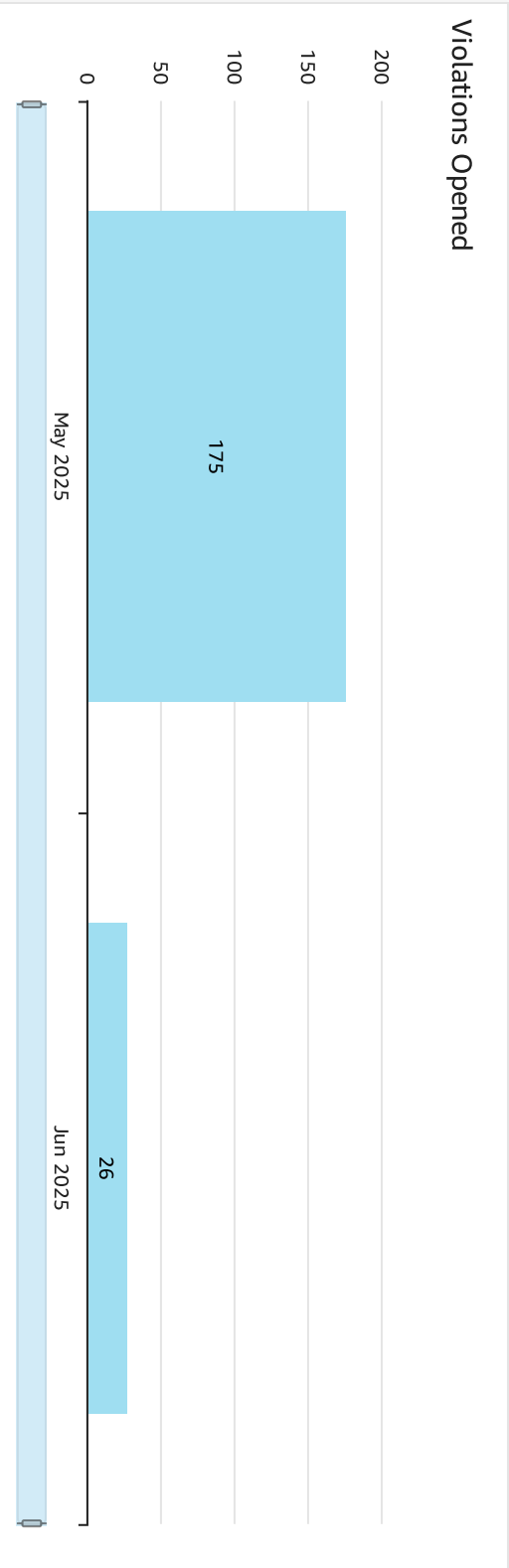
City of Gretna
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						is issued from the permit system. Failure to post shall result in a failed inspection. All required inspections are located in the permit system and shall be requested via www.mygovernmentonline.org. Failure to complete all required inspections under this permit shall result in the inability to proceed with any new permits for improvements in the future.		
	5/21/2025	2025-8480	Bella Aqua Pools and Spas, LLC - michelle tracey	R-1 (Single Family Residential District)	144 Commerce Street	\$73,000.00	Installation of an in-ground swimming pool as per code and requirements. All pools shall be built in accordance with 2021 ISPC. If they do not adhere to the code this can delay release finals. It is incumbent on the contractor to be in compliance with the code since no plans addressing ISPC have been offered for review. 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	\$390.00

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							system. Failure to post shall result in a failed inspection. All required inspections are located 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.		
						\$194,000.00		\$1,020.00	
Total						\$4,017,867.30		\$14,875.00	

Agency Name



Showing

Location Custom Field 1

Location Custom Field 2

Location Custom Field 3

Date Range

Select Agency Name for Report Header

Staff

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05/01/2025 - 06/06/2025

Agency Name

All

CITY OF GRETNA
HISTORIC DISTRICT COMMISSION MEETING
Gretna City Hall
740 2nd Street, 2nd floor Council Chambers, Gretna, LA 70053
June 2, 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: Peter Spera III, Chairman - Danika Gorrondona, City Building Official

Members Present:

Architect: Paula Peer
At Large: Peter Debroeck
District 1: Burdell Muller
District 2: Zack Dieterich
District 3: Peter Spera III
District 4: Sandra Banks

Members Absent:

Historian: James Rolf

CONSENT AGENDA FOR CERTIFICATE OF APPROPRIATENESS

Motion to approve properties on the consent agenda.

Approved 6-0 Motion by: Zack Dieterich Second by: Peter Debroeck

(1) 335 4th Street - COA – 25-046 Issued

Applicant: Jeb S Tate - For: Front door

(2) 717 Dolhonde Street - COA – 25-047 Issued

Applicant: Jane D Johns - For: Shed

PROPERTIES WITH CURRENT REQUEST FOR CERTIFICATE OF APPROPRIATENESS

(1) 1010 5th Street

Applicant: Lynette Gordon - For: Windows

Converted to Preliminary Conference 6-0 Motion by: Zack Dietrich Second by: Sandra Banks

(2) 509 Hancock Street - COA – 25-048 Issued

Applicant: Thomas Lagasse - For: Windows

Approved 6-0 Motion by: Zack Dietrich Second by: Paula Peer

Note: Applicant to retain 2 existing front windows, new windows to be 3 over 2 with exterior SDL

(3) 501 Newton Street - COA – 25-049 Issued

Applicant: Torrence Green - For: Renovations

Approved 6-0 Motion by: Zack Dietrich Second by: Peter Debroeck

(4) 507 Weyer Street - COA – 25-050 Issued

Applicant: Pete Taulli - For: Shed

Approved 6-0 Motion by: Zack Dietrich Second by: Sandra Banks

(5) 219 Newton Street - COA – 25-051 Issued

Applicant: Susan Percle - For: Garage doors

Approved 6-0 Motion by: Zack Dietrich Second by: Peter Debroeck

Note: Option 1 carriage doors, Option 2 new garage door to match existing

(6) 514 Perry Street - COA – 25-052 Issued

Applicant: Zack Dietrich - For: Fence

Approved 5-0 Motion by: Paula Peer Second by: Sandra Banks Recused: Zack Dietrich

OTHER MATTERS:

Discussion of window installation details and trim. Additional guidance to be provided in future updates to HDC design guidelines.

MEETING ADJOURNMENT:

On a motion by **Member Zack Dietrich** and seconded by **Member Peter Debroeck**, the Historic District Commission (HDC) meeting for June 2, 2025, adjourned at 4:51 pm, and the same was unanimously approved.

Respectfully submitted by: Peter Spera III, Chairman



City of Gretna Planning & Zoning Commission Meeting June 4, 2025 – 5:30 PM

The Planning & Zoning Commission of the City of Gretna, Louisiana held the meeting scheduled for Wednesday, June 4, 2025, at 5:30 p.m. at 740 Second Street, Gretna City Hall, Gretna, LA 70053.

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

1. Call to Order and Roll Call:

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

Chairman, James Rolf was in the chair, and the City Clerk was present. A quorum of four members being present, Chairman Rolf, called the meeting to order at 5:30 PM.

City Staff present: Norma Cruz, City Clerk; and Qudsiyyah Noorulhaqq, City Planner.



2. Major Site Plan Review request: (Recommendation to Council)

1. 853 Gretna Boulevard- Elliott J. Hano, Architect and Tommy Tran, Owner

Miss Qudsiyyah Noorulhaqq, City Planner proceeded to provide the slide presentation and written staff report on the existing zoning and land use and a zoning analysis.

Criteria for Major Site Plan Approval (853 Gretna Blvd).

- (1) The proposed building, site development and uses are consistent with the Comprehensive Plan;
- (2) The proposed buildings are located and designed to comply with the applicable zoning district requirements in Article 3 and 4 of this UDC;
- (3) The proposed uses are 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.

The following conditions were initially recommended by Staff for the Planning and Zoning Commission consideration:

1. A revised drawing showing a water meter and backflow preventer will be placed on Gretna Boulevard side of the property.
2. A revised landscaping plan in accordance with Section 58-272 showing proposed sod islands along Huey P Long Avenue will be landscaped.
3. A revised lighting plan with updated photometrics showing 0.5 footcandles or less at property line near residences.
4. A litter abatement plan indicating days and times of trash pick-up, location of the trash disposal system and details of screening, including type, height and elevation of dumpster and fence.
5. Indication on the plan showing this new construction will be 3'-0 above the crown of the street or BFE plus one foot of freeboard, whichever is highest.

After the major site plan review staff report was released on May 30, 2025, with the initial recommendations, the applicant submitted updated site plans. City Staff reviewed these updates, which included a litter abatement plan, and an update landscaping plan.

The following conditions were recommended by Staff for the Planning and Zoning Commission's consideration:

1. A revised drawing showing a water meter and backflow preventer will be placed on Gretna Boulevard side of the property.
2. A revised landscaping plan in accordance with Section 58-272 showing proposed sod islands along Huey P Long Avenue will be landscaped.
3. A revised lighting plan with updated photometrics showing 0.5 footcandles or less at property line near residences.
4. Indication on the plan showing this new construction will be 3'-0 above the crown of the street or BFE plus one foot of freeboard, whichever is highest.

-Chairman Rolf requested a motion made regarding the type of recommendation to be for the major site plan review.

-Member Lisa Carr offered a motion for approval of the conditions put forward by City Staff and was seconded by Member Elizabeth Strohmeyer.

Chairman Rolf opened the floor to public comment, and the following citizens spoke:

Ms. Laura Friedman, a Gretna resident opposed due to the applicant's restaurant violations, the Smoker's Porch being across from a high school, existing laundromats, concerns about water usage, unclear hours, littering, and overflow parking, especially on Sundays.

-Member Lisa Carr responded that the stated BMX traffic should not use the empty lot for parking, mentioned fair competition, and suggested that overflow can be managed by using other laundromats. City Planner explained regulations around laundromat hours and addressed water usage concerns. The applicant agreed to remove the Smoker's Porch.

Ms. Geraldine Walker, a Gretna resident expressed concerns about people parking on her lot, Walmart and Dollar General baskets and trash being left on her lot, and the presence of too many laundromats.

-Chairman Rolf explained that new carts have a security system to prevent them from leaving the store. He recommended reaching out to her Councilman or attending a Council meeting to address the cart parking issue.

Mr. David Frederick, a Gretna resident stated that another laundromat would lead to oversaturation and attract homeless people to the area.

-Chairman Rolf mentioned that the demographic issue is outside the Commission's purview and recommended bringing it up at the next Council meeting.

-Chairman Rolf then closed the floor to public comment and the hearing, requesting a motion regarding the recommendation for the major site plan review.

The site plan review, is valid for one year otherwise an extension will be required if construction is delayed.

Member Lisa Carr said she would motion to approve with all recommendations by City Staff; and suggested an additional recommendation to remove the "smoker's porch" from the front of the building. The conditions by City were as follows:

1. A revised drawing must show that a water meter and backflow preventer will be placed on the Gretna Boulevard side of the property.
2. A revised landscaping plan, in accordance with Section 58-272, must show proposed sod islands along Huey P Long Avenue will be landscaped.
3. A revised lighting plan must include updated photometrics showing 0.5 footcandles or less at the property line near residences.
4. The plan must indicate that the new construction will be 3'-0" above the crown of the street or BFE plus one foot of freeboard, whichever is higher, and must include the removal of the "Smokers Porch."

On an amended motion by **Member Rory Cadres** and seconded by **Member James Rolf**, **IT WAS RESOLVED** to approve with the conditions as recommended by City Staff (listed above), along with the additional recommendation by the Commission members, to remove the "Smokers Porch"; from front of the building, for the property at 853 Gretna Blvd., Elliott J. Hano, Architect and Tommy Tran, Owner, the same was favorable recommended to the City Council; and the same was approved by the following vote:

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



4. Meeting Adjournment.

There was no further business to conduct, and on a motion by **Member Lisa Carr** and seconded by **Member Elizabeth Strohmeyer**, the Planning and Zoning Commission meeting for Wednesday, June 4, 2025, adjourned at 6:07 PM, and the same was unanimously approved.

Respectfully submitted,

Amelia Pellegrin,
Director, Planning and City Development

BURK-KLEINPETER, INC.

To: Mayor Belinda Constant; Councilmen Rau, Smith, Hinyub, Miller and Carr

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

Subject: Monthly Project Status Report

Date: June 11, 2025

David Crockett Steam Fire Company #1 Central Station

From Gibbs:

HVAC

Walk through performed on Tuesday 6-3-25. A few small items need correcting and will be done this week.
(Return Air Filters needed in laundry room and minor fixes needed to insulation on roof.
Ceiling tiles will be replaced this week.

Roof:

Repair completed.

As-Builts being assembled.

Fifth Street Improvements

The contractor is preparing to mobilize construction in July.

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.

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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 approval 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.

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The construction of the project has begun. Construction to be completed in July of 2025. The project is more than 50% complete.

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The project is ready to be advertised. The project may be split into 3 phases. The advertising date for the first phase has not been determined.

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The project is under construction. 120-day construction time. A groundbreaking was held on Friday May 9, 2025. The contractor is HTE. Due to the high river, no work will be started until at least June 15 when the river is forecast to be below flood stage.

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