

**CITY OF HAMMOND
PLANNING AND ZONING COMMISSIONS
AND BOARD OF ADJUSTMENTS MEETING
312 EAST CHARLES STREET
Revised - AGENDA-Thursday November 5, 2020
5:00 P.M.
Work Session Meeting – Thursday October 29, 2020-NOON
CITY COUNCIL CHAMBERS**

PUBLIC HEARING MEETING:

I. CALL PUBLIC HEARING TO ORDER

- II. ROLL CALL:** Jimmy Meyer (P), Matt Sandifer (P), William Travis (A),
Jeffrey Smith (P), Kylan Douglas (P)

ALSO IN ATTENDANCE: Tracie Schillace; Planner Coordinator, Heather Alvarez; Secretary, CC Gaiennie; Building Dept. Director, Andre Coudrain; City Attorney, Pete Panepinto; Mayor, Devon Wells; Councilman

III. APPROVAL OF MINUTES – October 8, 2020

Motion By: Jeffrey Smith to table

Seconded By: Jimmy Meyer

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith, Kylan Douglas

Against: None

Absent: William Travis

Motion Approved

IV. APPROVAL OF 2021 Deadline & Meeting Schedule

Motion By: Jeffrey Smith to approve

Seconded By: Kylan Douglas

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith, Kylan Douglas

Against: None

Absent: William Travis

Motion Approved

Motion By: Kylan Douglas to amend the agenda to hear the Zoning Commission Agenda before the Planning Commission Agenda

Seconded By: Jeffrey Smith

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith, Kylan Douglas

Against: None

Absent: William Travis

Motion Approved

V. BOARD OF ADJUSTMENTS AGENDA-Public Hearing

OLD BUSINESS:

NONE

NEW BUSINESS:

VAR-2020-07-00077 Variance request by Laronda Varnado to **waive UDC#14-5364** to allow more than 1 residential structure on a lot, accept existing encroachment of a mobile home across property lines, and to waive front facing door for proposed manufactured home located at 202 S. Scanlan St.; Zoned RS-3

Public Hearing:

For: Laronda Varnado, Owner

In Attendance: Samuel Paul 103 Garrett Dr.
Devon Wells, Councilman

Discussion: Paul stated he owns the property that the mobile home encroaches on. He said when Willie Grant was a councilman he approved them to do it, he does not have an issue with the mobile home there and is willing to sign something stating so. Varnado said due to the shape of the lot she does not have enough room to have the front door facing the street, so she is asking for a variance. Smith questioned how they would handle the mobile home crossing property lines. Douglas said she has a hardship with the road being part of her property. Varnado said her grandmother gave the property to her and she wants to pass it along to her children. She said she wants to omit the dedication from the survey. It was said there are city utilities in the street. Wells said the street does not belong to the city, it belongs to the family. The Board discussed how the city would have access to the utilities in the street. Varnado said the city could have a right-of-way, not a dedication. Schillace explained the difference. Sandifer questioned having two properties on one lot. Schillace said the other mobile homes are existing and she is trying to fix it as best as possible. It was stated there are three different cases being heard on this property tonight. Sandifer asked Wells if he was ok with the requests, he stated he has no problem with them. Meyer asked if anyone was in opposition, no one replied.

Motion By: Kylan Douglas to approve with a new survey showing the change from a dedication to read a servitude to the City of Hammond for service of utilities

Seconded By: Matt Sandifer

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith, Kylan Douglas

Against: None

Absent: William Travis

Motion Approved

VAR-2020-10-00082 Variance request by Rose Guest House LLC (owner) & Adrian Ishman (applicant) to waive **UDC#14-5364 Article 6.3.1 RS-3 (M) street facing entrance** for Lot 13 Square 2 of the Greenville Park Addition located at 206 E. Green St.

Public Hearing:

For: Allen Lottinger, Owner

In Attendance: No One

Discussion: Lottinger said he owns the property and has a buyer for it if they are allowed to move a mobile home on property. Smith asked if this a proposed mobile home area, Schillace said it is not. The Board discussed if the area had other mobile homes and discussed the mobile home not being able to fit across to meet the ordinance. Schillace noted they started work on the lot without proper approval of permits. Lottinger said Adrian Ishman started work on the lot before purchasing it.

Motion By: Kylan Douglas to approve with the following condition; 1) you must bring the dirt pad and concrete slab into compliance with the Building Department before any additional work is done

Seconded By: Matt Sandifer

Vote:

For: Jimmy Meyer, Matt Sandifer, Kylan Douglas

Against: Jeffrey Smith

Absent: William Travis

Motion Approved

VAR-2020-10-00080 Variance request by Mona & Leroy Crapanzano Jr. to **UDC#14-5364 Article 6.3.1 D) Principal Setback** to allow 5'6" setback (to the wall) to allow for a new addition where 10' is required located at 805 W. Robert St.; Zoned RS-11 & Hyer-Cate

Public Hearing:

For: Mona Crapanzano, Owner

In Attendance: None

Discussion: Crapanzano stated she wants to renovate the house. She wants to remove an old porch and square off an addition to the house. The Board discussed the size of the lot and the existing structure. Schillace told Crapanzano she needs to meet with the Building Dept. Director and apply for a permit before she starts any renovating. Meyer asked if anyone was in opposition, no one replied.

Motion By: Matt Sandifer to approve

Seconded By: Jeffrey Smith

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith, Kylan Douglas

Against: None

Absent: William Travis

Motion Approved

VAR-2020-10-00081 Variance request by Michael McGee to waive **UDC#14-5364 Article 3.4.1 1)** to allow placement of a manufactured home more than 10 years old (2000 yr. model) located at 1609 MC Moore, Zoned RS-11.A

Public Hearing:

For: Michael McGee, Owner

In Attendance: Devon Wells, Councilman

Discussion: McGee said he owns this property and the mobile home. The mobile home currently sits on a lot that he pays rent on. He wants to move the mobile home on this lot he owns. The Board discussed the ordinance only allowing 10 years and newer mobile homes into the city limits. Smith asked if there were any safety issues with a 20-year-old mobile home. Wells said a city employee inspected it. Panepinto called Code Enforcement Officer, Bobby Mitchell. Panepinto verified Mitchell inspected the mobile home and had no issues with its condition. Smith asked if the front door would face the street, Schillace answered yes. Meyer asked if there was any opposition, no one replied.

Motion By: Jeffrey Smith to approve

Seconded By: Matt Sandifer

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith

Against: Kylan Douglas

Absent: William Travis

Motion Approved

VI. ZONING COMMISSION AGENDA-Public Hearing

OLD BUSINESS:

Z-2020-07-00078 Expanded Conditional Use request by Laronda Varnado to allow placement of a manufactured home to be placed proposed Lot 1 of the Ethel Varnado Estate at 202 S. Scanlan St. in accordance with survey by George D. Sullivan.; Zoned RS-3

Public Hearing:

For: Laronda Varnado, Owner

In Attendance: NONE

Discussion: Meyer asked The Commission if they had any additional questions that were not discussed in the prior case heard, no one replied. He also asked if anyone in the audience wanted to speak on behalf of the case, no one replied.

Motion By: Kylan Douglas recommended approval with the following conditions; 1) this approval is with the understanding that such use is a personal right that expires upon a change in occupancy or ownership of Laronda Varnado, and 2) the manufactured home must meet all requirements of placement and must be constructed to meet the latest HUD standards

Seconded By: Matt Sandifer

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith, Kylan Douglas

Against: NONE

Absent: William Travis

Motion Approved

Z-2020-09-00083 Rezoning request by Round Table Investments, LLC to rezone 41.75 acres from RS-8 to I-L located at 2100 Industrial Park Rd.

Public Hearing:

For: No One

In Attendance: No One

Discussion: Meyer stated this case did not meet the advertising deadlines and it is being removed from the agenda. It will be heard on Monday, November 16, 2020.

Motion By: Jeffrey Smith to remove from agenda

Seconded By: Matt Sandifer

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith, Kylan Douglas

Against: None

Absent: William Travis

Motion Approved

NEW BUSINESS:

Z-2020-07-00079 Rezoning request by Anthony Perkins to rezone from a RM-2 Expanded Conditional Use to allow prepared food to MX-C, located at 807 E. Church St.

Public Hearing:

For: Anthony Perkins, Owner

In Attendance: Devon Wells, Councilman

Frances Banks, Adjacent Land Owner

Discussion: Perkins said he wants to rezone his property to mixed use commercial. Schillace said he is currently operating under an approved Expanded Conditional Use. In addition, because it is an ECU he wants the conditions removed. Sandifer said you are able to run your business with the allowed conditions, as long as you do not change your business the ECU potentially would transfer to a new owner. If you rezone you are allowing someone to come in and open anything that is allowed under the MX-C zoning. Perkins said the property was originally industrial and the city rezoned it to residential. Sandifer said the ECU is not negatively affecting your business. Panepinto said there is an adjacent neighbor in the audience that is in favor of the request. Smith said you are asking for a spot zoning. Douglas questioned vendors not wanting to deliver to his location, Perkins said because his property is not zoned commercial he is unable to get deliveries. Wells said the reason he is here so that his family does not have to go thru this process later. Wells suggested Perkins get signatures from the neighbors in favor of the rezoning. The Commission discussed and Wells suggested tabling the case to ask the neighbors opinions. Banks said she and her family owns property across the street and they are not in opposition of the request.

Motion By: Kylan Douglas to table

Seconded By: Matt Sandifer

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith, Kylan Douglas

Against: None

Absent: William Travis

Motion Approved

Z-2020-09-00085 Annexation request by City of Hammond to annex a parcel being 56.15 acres (Parcel# 20T6R80000111) located south of the Hammond Airport and Hwy 190 East, & East of W-3 (W. Selsers Canal) to be zoned S-2 and in City Council District #1

Public Hearing:

For: No One

In Attendance: No One

Discussion: Schillace said this property is across the street from the airport. The city has owned this property for many years and is now asking to annex inside the city limits. Meyer asked if there was any opposition, no one replied.

Motion By: Jeffrey Smith recommended approval

Seconded By: Jimmy Meyer

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith, Kylan Douglas

Against: None

Absent: William Travis

Motion Approved

Z-2020-09-00086 Annexation request by Hudson Industrial Park LLC to annex a parcel being 16.889 acres (Parcel# 16T6R80000033) located at the NE Corner of Industrial Park Rd and Shelton Rd to be zoned I-L and in City Council District #1

Public Hearing:

For: No One

In Attendance: Courtney Forbes, 156 Oak Hollow
Ragini Patel, 19343 Shelton Rd.
Anil Patel 413 Shelton Rd.

Discussion: Forbes questioned if this zoning/annexation followed the correct signage and advertisement requirements, Schillace stated it did. R. Patel asked the purpose of zoning. Sandifer explained the property is located in the parish right now and they do not have zoning, if it annexes into the city it is required to be zoned. Patel said he would be against the request. Schillace said there is a sale contingent on this property and the owners do not want this to go before council until after the 41 acres is approved. A. Patel said Industrial does not go in his neighborhood. He does not have a problem with the annexing but does not want it rezoned to Industrial. It was discussed and his property is dual zoned, Commercial Highway and Single Family Residential. It was noted he did not have any drainage issues with his property.

Motion By: Jeffrey Smith recommended approval

Seconded By: Jimmy Meyer

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith, Kylan Douglas

Against: NONE

Absent: William Travis

Motion Approved

Z-2020-10-00087 Expanded Conditional Use request by Rose Guest House LLC (owner) & Adrian Ishman (applicant) to allow placement of a Manufactured home located on Lot 13 Square 2 of the Greenville Park Addition located at 206 E. Green St.; Zoned RS-3

Public Hearing:

For: No One

In Attendance: No One

Discussion: The Commission noted the owner was not there and they discussed the ECU requirements. Meyer asked if anyone was in opposition, no one replied.

Motion By: Kylan Douglas recommended approval with the following conditions;

1) this approval is with the understanding that such use is a personal right that expires upon a change in occupancy or ownership of Adrian Ishman, and 2) the manufactured home must meet all requirements of placement and must be constructed to meet the latest HUD standards.

Seconded By: Matt Sandifer

Vote:

For: Jimmy Meyer, Matt Sandifer, Kylan Douglas

Against: Jeffrey Smith

Absent: William Travis

Motion Approved

VII. PLANNING COMMISSION AGENDA- Public Hearing

OLD BUSINESS:

NONE

NEW BUSINESS:

SP-2020-10-00880 Major Site Plan review request by Kimley-Horn for Medline Industries located at 2100 Industrial Park Rd.

Public Hearing:

For: Dimtry Dukhan, MedLine Representative

In Attendance: Ragini Patel, 19343 Shelton Rd.

Samir Patel, 19017 Holly Dr.

Robby Miller, Tangipahoa Parish President

Faith King, 46471 N. Coburn Rd.

Discussion: Dukhan went over a power point presentation on Medline. R. Patel asked if there were any wetlands on the property, Dukhan said the 41-acre site does not, the 17 acres does and they will not disturb that site. S. Patel said he is worried about traffic, Dukhan said they try to avoid the hours of 7A-9A and 4P-6P. Panepinto said DOTD is going to come out, study the area, and let us know what they are going to require. Medline received a \$500,000 grant they are committing the entire grant to upgrade the infrastructure for this location. Miller and Panepinto discussed they are working with the Regional Planning Commission and State to get more funding for the area. Smith commended Medline on working with him to improve the aesthetics of the development. Dukhan said the site is for clean distribution only, the deed will state no manufacturing, no sterilization or chemicals will be used. King said you do not understand what they deal with in a rain event unless you live there; she does not believe Medline would be able drain all the water from her property. The Commission discussed the natural drainage of the water. Dukhan said they are building a 7-acre pond and will direct the water flow to the 500-year retention pond. R. Patel said no one maintains the canal by his house on Shelton unless he calls, it was noted yes they do clean it when called. Patel asked if he flooded who would take responsibility for it. Meyer and Dukhan discussed a few questions he received. Dukhan said they are working on making their fleet electric.

Motion By: Jeffrey Smith to approve

Seconded By: Matt Sandifer

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith, Kylan Douglas

Against: None

Absent: William Travis

Motion Approved

SUB-2020-10-00139 Minor Subdivision request by Laronda Varnado to resubdivide 0.5571 acres of the Ethel Varnado Estate into Lot 1 and Lot 2 of the Ethel Varnado Estate, and accept the dedication of a portion of S. Scanlan St. located at 202 S. Scanlan St. in accordance with survey by George D. Sullivan; Zoned RS-3

Public Hearing:

For: No One

In Attendance: No One

Discussion: The Commission discussed the rewording of the servitude and need for a new survey. Meyer asked if anyone was there on behalf of the case, no one replied.

Motion By: Kylan Douglas to recommend approval with the following condition; change wording of a dedication, to a servitude for all public utilities and infrastructure

Seconded By: Matt Sandifer

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith, Kylan Douglas

Against: None

Absent: William Travis

Motion Approved

TA-2020-09-00021 A request to amend the Zemurray Park Master Plan dated December 2017 page 27 "Final Master Plan" map as per the Land & Water Conservation Fund Program.

Public Hearing:

For: Charles Borchers, City of Hammond, Grants Department

In Attendance: No One

Discussion: Borchers stated there were two civic building that were proposed to be located inside the park that they have been advised to move. When reviewed by the Water Conservation Program consultation they recommended the buildings be moved outside of the park. This is to promote the park as an outside recreational facility. Borchers and the Mayor discussed the city purchasing more property to move the buildings on. Meyer asked if anyone was in opposition, no one replied.

Motion By: Jeffrey Smith recommended approval

Seconded By: Kylan Douglas

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith, Kylan Douglas

Against: No One

Absent: William Travis

Motion Approved

SUB-2020-10-00140 Minor Subdivision request by GeGe Properties, LLC & Robin Poirer to resubdivide Tract I into Tract I-A, I-B, I-C, & I-D of the Ge-Ge Properties survey by Lester A. McIn, Jr. Dated 10/1/2020 located at 700 N. Morrison Blvd; Zoned C-N, I-L

Public Hearing:

For: Noel Poirer, Owner

In Attendance: No One

Discussion: Poirer said he and his brother own the property together and they are dividing it between them. It was said the resubdivision meets all city requirements. Meyer asked if anyone was in opposition, no one replied.

Motion By: Matt Sandifer to approve

Seconded By: Jimmy Meyer

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith, Kylan Douglas

Against: No One

Absent: William Travis

Motion Approved

Kylan Douglas recused himself and left the building

SUB-2020-10-00138 Major Subdivision request by Gulf Coast Housing Partnership for final subdivision approval of PS2 Subdivision (22 single family lots & greenspace), acceptance of dedication of all public improvements, and acceptance of 1 year performance bond for the construction of all public improvements in accordance with final plat by John E. Bonneau & Associates, Inc. and construction drawings by Webb M. Anderson located at 1105 Hewitt Rd; Zoned RS-11.A

Public Hearing:

For: No One

In Attendance: No One

Discussion: Schillace said they are still waiting on documentation and asked to table the case.

Motion By: Jeffrey Smith to table

Seconded By: Matt Sandifer

Vote:

For: Jimmy Meyer, Matt Sandifer, Jeffrey Smith

Against: No One

Absent: William Travis, Kylan Douglas

Motion Approved

ADJOURN: All in favor

Certification of Secretary



I, Heather Alvarez, Recording Secretary of
The Hammond Planning & Zoning Commission,
and Board of Adjustments

do hereby certify that the above and foregoing
is true and correct recitation of the business transacted at the
regular meeting of the Hammond Planning & Zoning Commission
and Board of Adjustments held on November 5, 2020