



Staff Report
Review a Major Packet
2024-06-4-SUB

Attachments: Staff Report, Survey, Aerial Map, Zoning Map

Work Session: Thursday, September 5, 2024
Public Hearing: Thursday, September 12, 2024

Request:

Request by Mitch Crayton on behalf of Hammond Cypress Crossing, Inc. to recommend final approval of Cypress Crossing Subdivision (Lots 1-14, G1, G2, G3) originally presented by Red, LLC, located in Block 97 of the Hyper Survey, Section 25 T6S-R7E Greensburg Land District, City of Hammond with the following considerations:

- a. In accordance with the Final Plat by William J. Bodin, Jr., dated revised June 4, 2019;
- b. In accordance with the As Builts by Max J. Bodin, Inc., dated September 19, 2023;
- c. With revocation of the most westerly portion of unimproved East Park Avenue right-of-way, shown as Lot 15 (measuring 54' x 92.5') on the final plat by Bodin & Webb Inc., dated June 4, 2019;
- d. Acceptance of a two-year maintenance letter of credit for streets, water, sewer, and lighting; and
- e. Acceptance of a one-year performance letter of credit for sidewalks.

Site Information:

Location (Address): 520 S Cypress St

Council District: City Council District 2

Existing Zoning: RM-2

Future Land Use: Low Density Residential

Existing Land Use: Undeveloped

Site Description: 3.5 Acre Tract

Adjacent Land Use and Zoning:

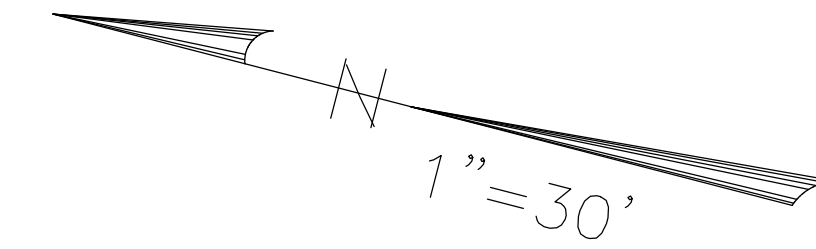
<u>Direction:</u>	<u>Land Use/Zoning:</u>
North	RM-2, Single Family & Undeveloped
South	RM-2, Single Family & Undeveloped
West	Railroad Right of Way
East	RM-2, Single Family

Additional Information:

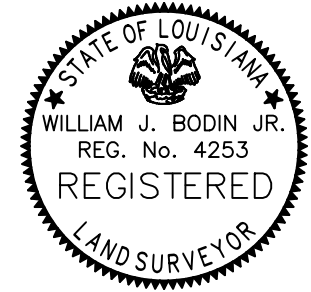
CYPRESS CROSSING SUBDIVISION

RESUBDIVISION OF LOTS 8-15 OF CYPRESS VILLAGE SUBDIVISION, UNIMPROVED VILLAGE COURT RIGHT OF WAY, AND REVOCATION OF MOST WESTERLY PORTION OF UNIMPROVED E. PARK AVE. (60' x 92.50') INTO CYPRESS CROSSING SUBDIVISION LOTS 1-14, G1, AND G2 FINAL MAJOR SUBDIVISION OF CYPRESS CROSSING (LOTS 1-14, G1, G2 & G3), AND REVOCATION OF WESTERLY PORTION OF E. PARK AVE. (60' x 92.50'), DEDICATION AND ACCEPTANCE OF 60' RIGHT OF WAY CYPRESS CROSSING DRIVE.

NAME OF SUBDIVISION CYPRESS CROSSINGS SUBDIVISION
 NAME OF DEVELOPER HAMMOND CYPRESS CROSSING, INC.
 ADDRESS OF DEVELOPER 101 WEST THOMAS STREET
HAMMOND, LA 70401



DESIGN ENGINEERS CERTIFICATION AND SEAL
 I HEREBY CERTIFY THIS LEGAL DESCRIPTION IS TRUE AND CORRECT AND THE PLAT IS IN ACCORDANCE WITH THE PROVISIONS OF THE LOUISIANA REVISED STATUTES

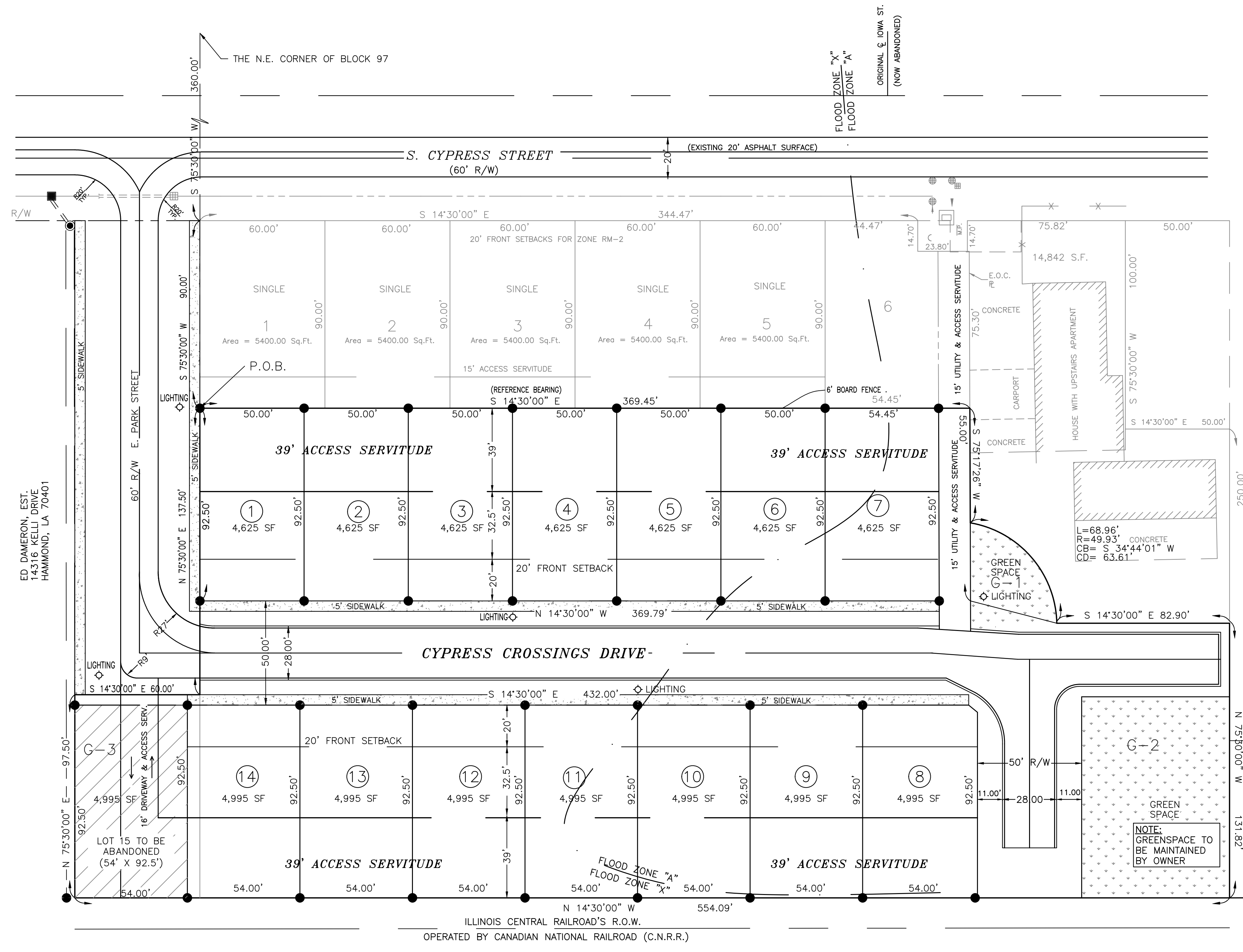


William J. Bodin, Jr.
 WILLIAM J. BODIN, JR. C.E., P.L.S.
 L.A. REG. NO. 8193 & 4253

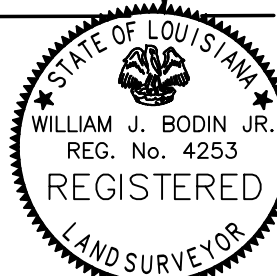
6-4-2019
 DATE

PLANNING COMMISSION REVIEW & FINAL DEVELOPMENT WITH PROCEDURE A (WITH BOND) FOR SIDEWALKS ONLY, AND PROCEDURE B (WITHOUT BOND) PRELIMINARY APPROVAL DATE _____
 PROOF OF BOND: 1 YEAR PERFORMANCE BOND FOR _____ (SIDEWALKS) BY LETTER OF CREDIT/BOND BY _____ (BANK) IN THE AMOUNT OF \$ _____ DATED _____
 2 YEAR MAINTENANCE BOND FOR _____ (STREETS, LIGHTING, SEWER, WATER, DRAINAGE) BY LETTER OF CREDIT/BOND BY _____ (BANK) IN THE AMOUNT OF \$ _____ DATED _____
 SIGNATURE PLANNING COMMISSION CHAIR: _____ DATE _____
 OFFER OF DEDICATION BY OWNER/DEVELOPER:
 I HEREBY OFFER FOR DEDICATION TO THE CITY OF HAMMOND A 60' RIGHT OF WAY (CYPRESS CROSSING DRIVE), WATER, SEWER, SIDEWALKS, STREETLIGHTS, 15' UTILITY & ACCESS SERVITUDE, AND DRAINAGE NOT MAINTAINED BY THE HOA.
 FINAL PLAT BY _____ DATED _____ AS BUILT PLANS SHEETS _____ BY _____ DATED _____
 OWNER / AUTHORIZED SIGNATURE: _____ (HAMMOND CYPRESS CROSSING INC) DATE _____
 ACCEPTANCE BY THE CITY OF HAMMOND, THE OFFER OF DEDICATION: THE CITY OF HAMMOND HEREBY ACCEPTS THE DEDICATION OF ROADS, 15' UTILITY & ACCESS SERVITUDE, WATER, SEWER, SIDEWALKS, STREETLIGHTS, & PUBLIC DRAINAGE NOT MAINTAINED BY THE HOA. THIS ACCEPTANCE IS SUBJECT TO FINAL ACCEPTANCE OF CONSTRUCTION BY THE CITY AND POSTING OF THE REQUIRED LETTER OF CREDIT/BONDS.
 ACCEPTANCE SIGNATURES:
 COUNCIL PRESIDENT: _____ DATE _____
 PARISH ENGINEER: _____ DATE _____
 WATER/SEWER SUPERINTENDENT: _____ DATE _____
 STREET/DRAINAGE SUPERINTENDENT: _____ DATE _____
 CITY ATTORNEY (LETTER OF CREDIT/BOND): _____ DATE _____

- NOTES: 1. FLOOD ZONE "X" (NOT FLOOD PRONE)
 FLOOD ZONE "A" (FLOOD PRONE)
 MAP NO. 22105C0430-F
 DATED 7-22-10
 2. ZONING: PRESENT ZONING IS RM-2. NO CHANGES REQUESTED.
 3. NUMBER OF LOTS 14
 TOTAL ACRES: 2.42 ACRES
 4. MINIMUM FRONT BUILDING SETBACK IS 20 FEET.
 5. MINIMUM SIDE YARD SET BACK IS 5 FEET.
 6. MINIMUM SIDE YARD SET BACK ON STREET CORNERS SHALL BE 10 FEET.
 7. MINIMUM REAR YARD SET BACK IS 10 FEET.
 8. A BACK-FLOW PREVENTER THAT MEET CITY OF HAMMOND SPECIFICATIONS IS REQUIRED AT ALL WATER SERVICES ON CUSTOMER SIDE OF WATER METER.
 9. GREENSPACE G1 & G2 (MAYBE LOT-15 ALSO) WILL BE MAINTAINED BY HOA.
 10. 60' E. PARK PREVIOUSLY AN UNIMPROVED CITY RIGHT OF WAY.
 11. SIDE AND REAR LOT DRAINAGE TO BE MAINTAINED BY HOA.



ED DANERON, EST
 1416 KELLUM DRIVE
 HAMMOND, LA 70401



William J. Bodin, Jr.
 WILLIAM J. BODIN, JR. C.E., P.L.S.
 L.A. REG. NO. 8193 & 4253

6-4-2019
 DATE

#	DATE	REVISION	BY	DATE	REVISION	BY
1.	11-14-16	CHANGED STREET WIDTH FORM 11' TO 12'	W.J.B.	5-12-20-18	REVISED TO ADD PROPERTY TO SOUTH PORTION OF DRAWING	W.J.B.
2.	11-15-16	NOTE: TO INCLUDE E. PARK STREET	W.J.B.	6-06-04-19	REVISED TO CHANGE R/W WIDTH TO 50' FOR ROAD SECTION "B-B"	W.J.B.
3.	06-01-17	REVISED TO CORRECT STREET WIDTHS AND DRAINAGE AREAS.	W.J.B.			
4.	08-28-18	REVISED TO CORRECT CULVERT DIMENSIONS.	W.J.B.			

BODIN AND WEBB, INC.
 CONSULTING ENGINEERS
 1024 S. CYPRESS
 HAMMOND, LOUISIANA 70403
 PH# (985) 345-3947 FAX# (985) 345-0213

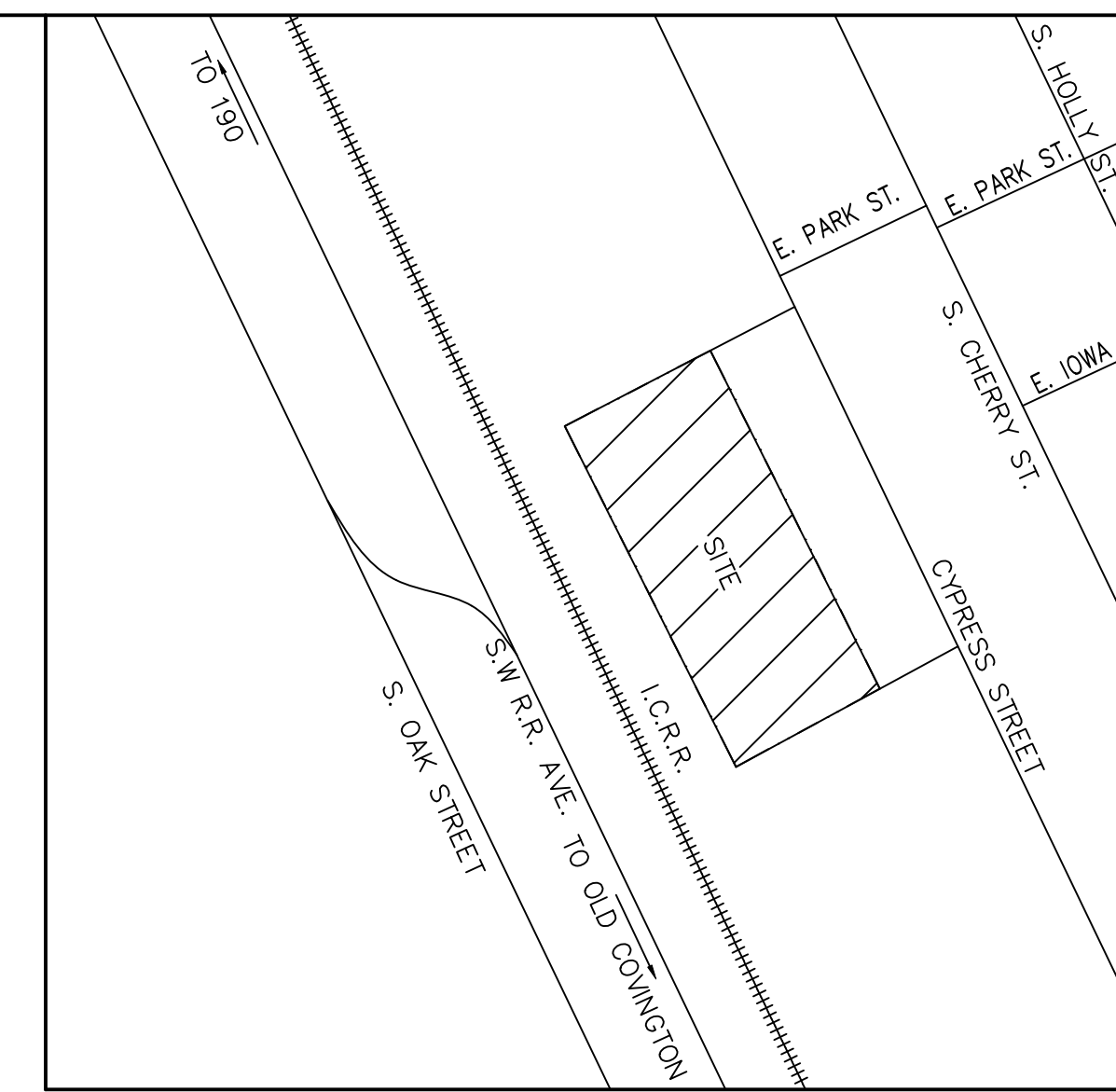
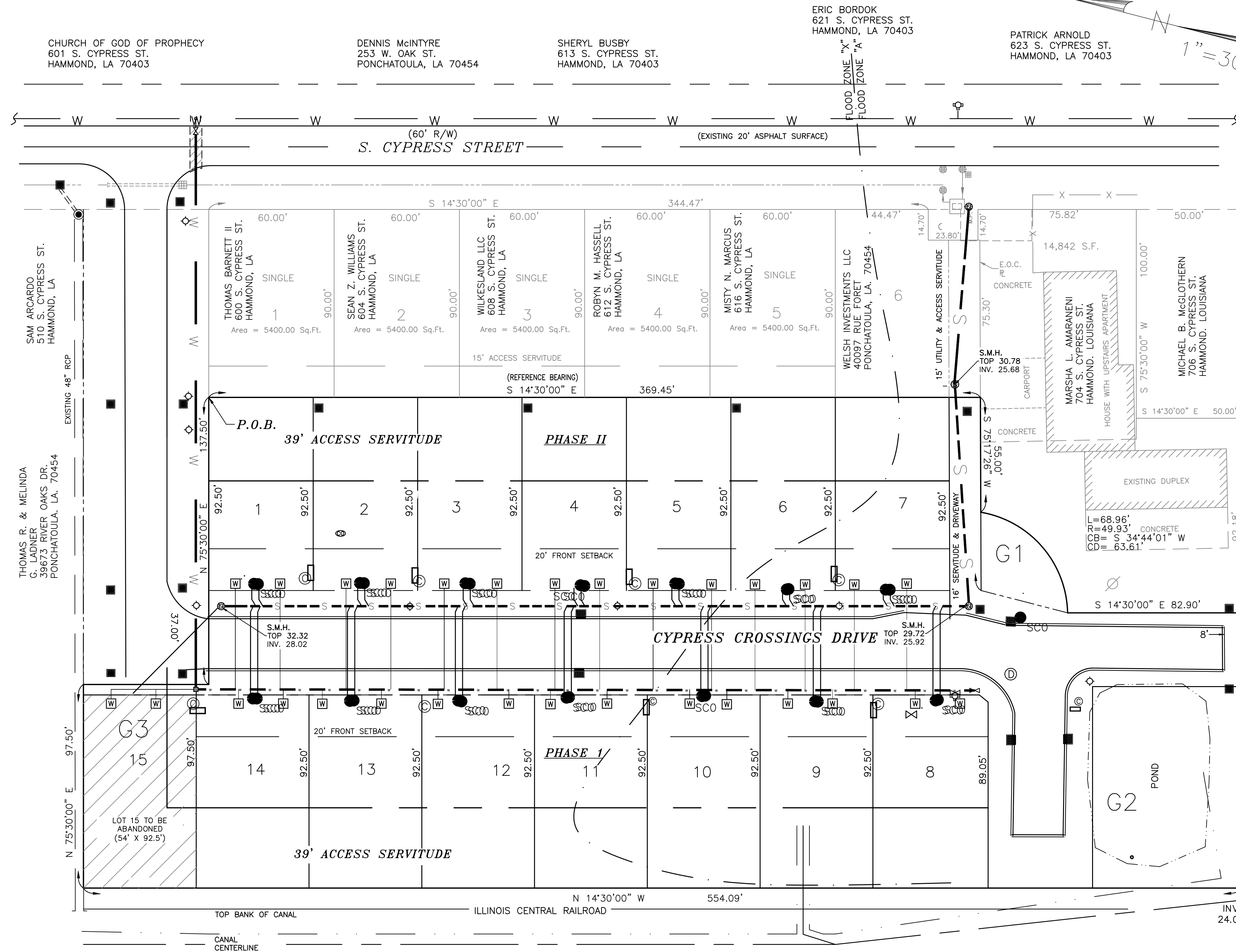
HAMMOND CYPRESS CROSSING INC.
 101 WEST THOMAS STREET
 HAMMOND, LA. 70401
 OWNER

DESIGNED: W.J.B. DATE: 08-08-17
 DRAWN: CDB
 CHECKED: W.J.B. SCALE: 1"=30'
 APPROVED: W.J.B.

FINAL PLAT
 HAMMOND, LA

PROJECT NO. 1633
 SHEET NO. 2 OF 13

**WATER AND SEWER AS-BUILT CYPRESS CROSSING SUBDIVISION
SECTION 25 T6S-R7E GREENSBURG LAND DISTRICT
CITY OF HAMMOND, PARISH OF TANGIPAHOA, STATE OF LOUISIANA**



VICINITY MAP
NO SCALE

- LEGEND:**
- W = WATER METER
 - ◇ = STREET LIGHT
 - = GRATE INLET
 - ⊕ = FIRE HYDRANT
 - = SEWER CLEANOUT
 - SC0 = SEWER MANHOLE
 - ⊙ = TELE COMMUNICATION
 - ⊞ = ELECTRIC BOX
 - ⊕ = DRAINAGE MAN HOLE
 - ⊞ = WATER VALVE

FLOOD ZONE "A"
(FLOOD PRONE)
COMMUNITY NO. 22020B
MAP NO. 22105C0430F
DATED: 7-22-2010

REFERENCE PLAT
PLAT OF CYPRESS CROSSING
BY BODIN AND WEBB INC.
WILLIAM J. BODIN JR.
DATED 8-8-2017

REFERENCE BEARING
S 14°30'00" E AS PER
REFERENCE PLAT

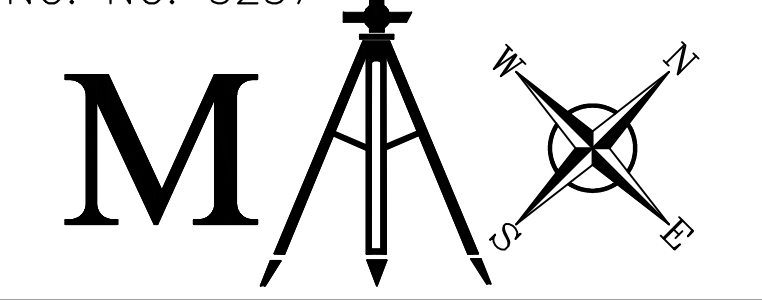
THIS SURVEY WAS PERFORMED BY MYSELF OR UNDER MY DIRECT SUPERVISION AND CONTROL AND REPRESENTS AN ACTUAL GROUND SURVEY OF CYPRESS CROSSING SUBDIVISION, CERTIFYING THAT NO ENCROACHMENTS WERE FOUND TO EXIST EITHER WAY ACROSS ANY PROPERTY LINES OTHER THAN SHOWN, ALL LOCATED IN SECTION 25, T6S-R7E, GREENSBURG LAND DISTRICT, CITY OF HAMMOND, PARISH OF TANGIPAHOA, STATE OF LOUISIANA.

OCTOBER 4, 2023
CERTIFICATION: THIS IS TO CERTIFY THAT THIS MAP IS MADE IN ACCORDANCE WITH LOUISIANA REVISED STATUTES 33:5051 AND CONFORMS TO ALL PARISH ORDINANCES GOVERNING THE SUBDIVISION OF LAND. THIS MAP IS MADE IN ACCORDANCE WITH THE STANDARDS OF PRACTICE FOR BOUNDARY SURVEYS AND IS CLASSIFIED AS A CLASS "C" SURVEY. MADE AT THE REQUEST OF SERGIO MESA.



9-3-2024
DATE

MAX J. BODIN, P.L.S.
L.A. REG. NO. 5237



Max Bodin, Inc.
Land Surveying & Consulting Engineers
44052 W. Pleasant Ridge Rd. Hammond, LA 70403
Phone: 225-368-7698

DATE	REVISION	BY	#	DATE	REVISION	BY	<p align="center">MAX J. BODIN, INC. LAND SURVEYING & CIVIL ENGINEERS 44052 W. PLEASANT RIDGE RD. HAMMOND, LOUISIANA 70403 PH# (225) 368-7698</p>	<p align="center">SERGIO MESA CYPRESS CROSSING DR. HAMMOND, LOUISIANA OWNER</p>	<p>DESIGNED: M.J.B. DRAWN: C.D.B. CHECKED: M.J.B. APPROVED: M.J.B.</p>	<p>DATE: 9-19-23 SCALE: 1"=30'</p>	<p align="center">CYPRESS CROSSING SUBDIVISION SECTION 25, T6S-R7E</p>	<p>PROJECT NO. 23124 SHEET NO. 2 OF 2</p>
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BY-LAWS
OF
HAMMOND CYPRESS CROSSING, INC

Before me, undersigned Notary Public and in the presence of the hereinafter named and undersigned witnesses and wishing to avail itself of the provisions of law and pursuant to the Articles of Incorporation of HAMMOND CYPRESS CROSSING, INC (the "Association", "Homeowner's Association" or "HOA") personally came and appeared the board members of the Association, who hereby amends the By-Laws of the Association of Follows:

ARTICLE I

DEFINITIONS

1.1 Definitions. Unless the context shall clearly indicate some other meaning, all words and terms used in these By-Laws which are defined in the **Declaration of Covenants and Restrictions for Cypress Crossing Subdivision** and recorded in the office of the Clerk of Court for the Parish of Tangipahoa, State of Louisiana and any Supplemental Declarations and amendments thereto (collectively, the "Declaration") shall, for all purposes of these By-Laws, have the respective meanings given to them in the Declaration.

ARTICLE II

MEMBERSHIP AND VOTING RIGHTS

2.1 Qualification. Every person or entity who is a record owner of a fee interested or undivided fee interest in any Lot which is subject by covenants of record to assessment by the Association shall be a member of HAMMOND CYPRESS CROSSING, INC provided that any such person or entity who holds such interest merely as a security for the performance of an obligation shall not be a member.

2.2 Membership. There shall be only one membership interest per Lot. If a Lot is owned by more than one owner, all co-owners shall share the privileges of such membership, subject to (a) reasonable regulation by the Board of Directors, (ii) for purposes of voting on any matter before the Association, each Lot shall have only one vote, and (iii) each Lot shall count as one Member for purposes of a quorum at any meeting of the Members. All co-owners of any Lot shall be jointly, severally and in solido obligated to perform the responsibilities of Owners. The membership of an Owner which is not a natural person may be exercised by any officer, director, partner or trustee, or by the individual designated from time to time by the Owner in a written proxy provided to the Secretary of the Association.

2.3 Classification of Members. The Association shall have one class of membership, all of which class shall have equal membership rights.

2.4 Voting. Members shall have one equal vote for each Lot in which they hold an interest required for membership; provided, there shall be only one vote per Lot and it shall be exercised as they among themselves determine, but in no event shall more than one vote be cast with respect to any such Lot.

2.5 Proxy. Notwithstanding any other provision contained herein, a lot owner may not represent more than one other Lot Owner in any given election or vote (such Lot Owner may own multiple lots, resulting in more than one vote). Such representation must be by written proxy and in a form acceptable to the Board of Directors.

ARTICLE III

MEETING OF THE MEMBERS

3.1 Location. Meetings of the Association shall be held at the official office of the Association as established by the Board of Directors or at such other location as determined by the Board of Directors.

3.2 Quorum. A Majority of the Members of the Association shall constitute a quorum for all meetings.

3.3 Annual Meetings. There shall be an annual meeting of the Members of the Association at such time as determined by the Board of Directors. Unless otherwise approved by the Board of Directors, the meetings of the Members shall be conducted in accordance with Robert's Rule of Order.

3.4 Special Meetings. Special meetings of the Members may be called by a vote of a majority of the Board of Directors or by written request of 20% of the Members of the Association. The notice of special meetings shall give the purpose of the meeting and shall be given in the same manner as for annual meetings.

3.5 Notices of Meetings. Notice of meetings shall be in writing and delivered either personally or by mail to the Members, not less than ten (10) days prior to the date scheduled for each meeting addressed to each Member at the address given by him to the Board for the purpose of service of such notice.

ARTICLE IV

BOARD OF DIRECTORS

4.1 Membership. The Board of Directors of the Association shall consist of not less than three (3) members nor more than nine (9) members who shall be elected in the manner hereinafter provided. Each member of the Board shall be a Member of the Association.

4.2 Election. The Members of the Association shall elect the Board of Directors to replace the current Board at a Meeting of the Members. A majority of a quorum of Members shall be required to elect Board Members. Members of the Board shall serve until their successors have been duly elected and qualified.

4.3 Term. The members of the Board of Directors shall have staggered terms to be determined at the time of their elections.

4.4 Vacancy. Any vacancy occurring shall be filled by election at a special meeting of the Members for a term to be determined at such meeting.

4.5 Officers. The Board shall elect from among members a President who shall preside over both its meetings and those of the meetings of the Members and who shall be the chief executive officer of the Association; a Vice President who, in the absence or inability of the President, shall perform the duties and exercise the powers of the President; a Secretary/treasurer who shall keep the minutes of all meetings of the Board and of the Members and who shall, in general, perform all the duties incident to the office of Secretary/Treasurer; and such additional officers as the Board shall see fit to elect. One person may hold any two offices except the combined office of President and Secretary/Treasurer. The Board may elect additional officers who may or may not be members of the Board, who shall have authority to perform duties as directed by the Board and shall be subject to time limits and removal at the discretion of the Board.

4.6 Meetings and Quorum. Meetings of the Board of Directors shall be called, held and conducted in accordance with such regulations as the Board may adopt. A majority of the members of the Board shall constitute a quorum for all meetings.

4.7 Removal. Any Board member may be removed from office vote of a majority of a quorum of any special meeting of the Members called that purpose.

4.8 Documents Requiring Signatures. All agreements, contracts, deeds, leases, vouchers for payments or expenditures and other instruments shall be signed by such officer or officers, agent or agents of the Board and in such a manner as from time to time shall be determined by a written resolution of the Board.

4.9 Powers and Duties. The Board of Directors shall have the following powers and duties:

- (a) To engage the services of a Managing Agent who shall manage and operate the Common Properties for all the Owners and Members upon such terms and with such authority as the Board may approve;
- (b) To formulate policies for the administration, management and operation of the Properties and Common Properties;
- (c) To adopt rules and regulations, with written notice thereof to all Lot Owners, governing the administration, management, maintenance, operation, use, conservation and beautification of the Properties and Common Properties and for the health, comfort, safety and general welfare of the Owners and Members, and to amend such rules and regulations from time to time;
- (d) To provide for any construction, alteration, installation, maintenance, repair, painting and replacement of any Common Properties or other Improvements for which the Board is responsible under the Declaration at the expense of a fund to be established for such purposes;
- (e) To provide for the designation, hiring and removal of employees and other personnel, including lawyers and accountants, and to engage or contract for the services of others, and to make purchases for the maintenance, repair, replacement, administration, management and operation of the Common Properties and to delegate any such powers to the Managing Agent (and any such employees or other personnel as may be employees of the Managing Agent);
- (f) To estimate the amount of the annual budget, and to provide the manner of assessing and collecting from the Lot Owners their respective shares of such estimated expenses as hereinafter provided;
- (g) To pay out of the maintenance fund hereinafter provided for the following:
 - a. The services of a Managing Agent or any other person or firm engaged or employed by the Board,
 - b. Maintenance, repair and replacement of the Common Properties;
- (h) To exercise all other powers and duties as referred to in the Declaration, these By-laws or the laws of the State of Louisiana, including but not limited to the Louisiana Homeowners Association Act, La R.R. 9:1141, et. Seq, and any amendments thereto, and any laws of the Louisiana Non-Profit Code.

ARTICLE V

INDEMNIFICATION AND LIABILITY

5.1 Indemnification. To the maximum extent allowed by law, the Association shall indemnify, hold harmless, and defend every officer, director and committee member against all

claims, damages and expenses, including attorney's fees reasonably incurred in connection with any action, suit or other proceeding (including settlement of any suit or proceeding, if approved by the Board of Directors) to which he or she may be a party by reason of being or having been an officer, director, or committee member, including, without limitation, any and all claims for personal injury, death or property damage.

5.2 Liability of Officers, Directors, and Committee Members. The officers, Directors and committee members of the Association, past and present, shall not have personal liability for his/her actions if he/she acted in good faith and in a manner he/she reasonably believed to be in good faith and not opposed to the best interests of the Association, and reasonably believed such conduct to be lawful.

ARTICLE VI

AMENDMENTS

6.1 Amendment of By-Laws. These By Laws may be amended by action of the majority of the Board members with the Approval of 67% of the Members of the Association at a meeting of the Members. Notwithstanding anything contained herein to the contrary, no provision in these By-Laws may be amended or modified so as to conflict with the provisions of the Declaration of Covenants and Restrictions for Cypress Crossing Subdivision.

6.2 Dispute Resolution. In the event there is any dispute among the Lot Owners or among the members of the Board which is not reconciled by a vote pursuant to these By-Laws, such dispute shall be submitted to arbitration under the Louisiana Arbitration Act.

**ADOPTED BY THE BOARD OF DIRECTORS THIS _____ day of _____,
2024.**

PRESIDENT OF THE BOARD OF DIRECTORS:

Dennis Mitchell Crayton

VICE PRESIDENT OF THE BOARD OF DIRECTORS:

Sergio Mesa

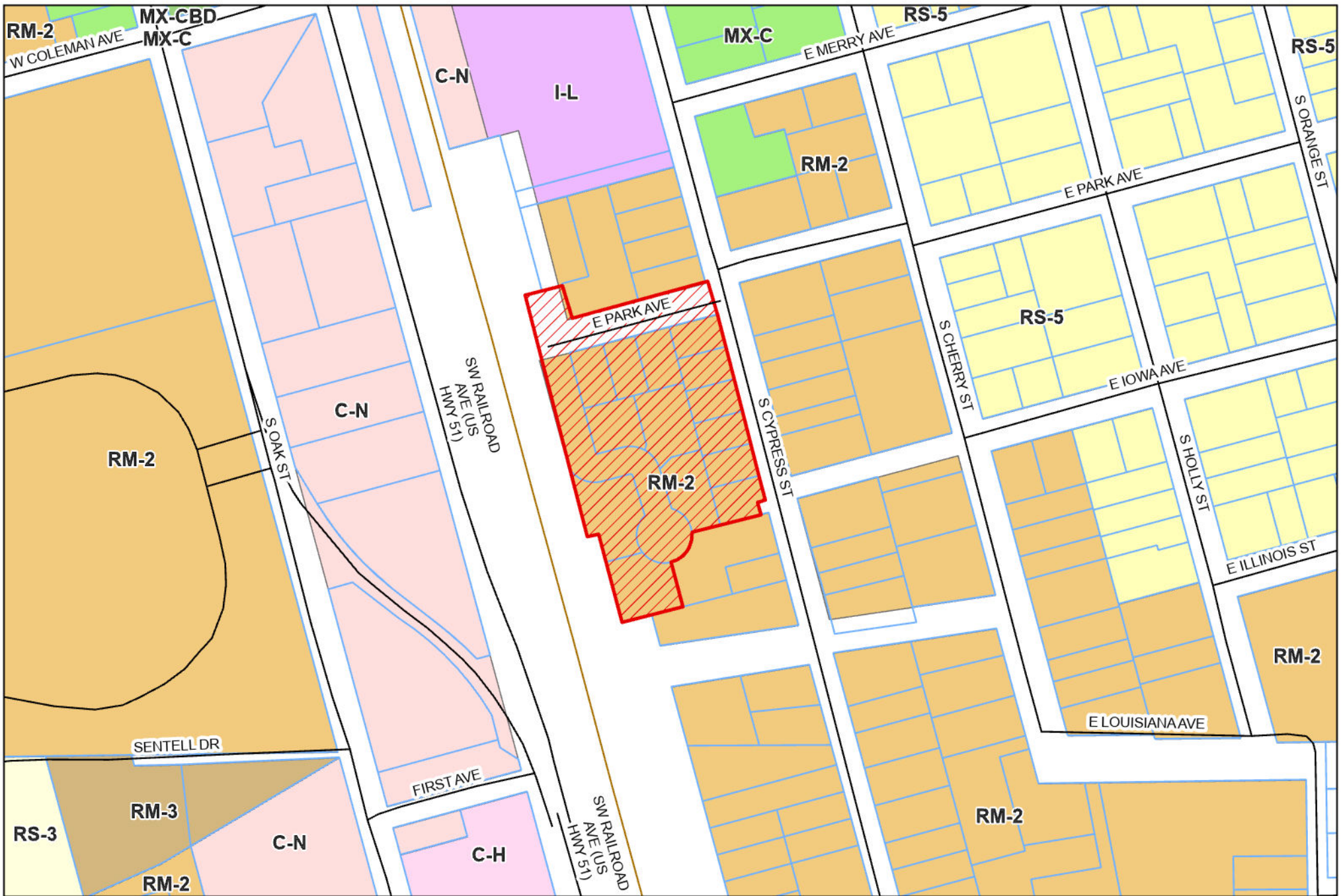
SECRETARY/TREASURY OF THE BOARD OF DIRECTORS:

Shane G Levert

ASSISTANT SECRETARY/TREASURER OF THE BOARD OF DIRECTORS:

Stephen Gillies

NOTARY PUBIC



520 S Cypress St
2024-06-4-SUB

- Road Centerlines
- Case Parcel
- City Lots
- City Limits

