



# *St. James Parish Government*

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**Peter A. Dufresne**  
Parish President

To: Planning Commission

Date: Thursday, December 16, 2021

Re: Meeting Notice

The St. James Parish Planning Commission will host a regular meeting on **Monday, December 20, 2021 at 6:00 p.m.**, inside the **Convent Courthouse (Council Chambers- 2<sup>nd</sup> floor)** 5800 Highway 44, Convent, LA 70723. Enclosed for your review are minutes of the previous regular meeting, and a copy of the final agenda.

If you have any questions, please feel free to contact the Planning & Permitting Office at (225)562-2500.

Sincerely,

*Amber Shepard*

Planning & Permitting Manager  
St. James Parish Government

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**Richard Webre**  
Director of  
Operations

**Felix Boughton**  
Director of  
Finance

**Ingrid Bergeron-LeBlanc**  
Director of  
Human Resources

**Eric Deroche**  
Director of  
Emergency Preparedness

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**ST. JAMES PARISH GOVERNMENT  
PLANNING COMMISSION  
REGULAR MEETING AGENDA  
MONDAY, DECEMBER 20, 2021  
(Rescheduled from December 27, 2021)**

**Regular Meeting- 6:00 p.m.**

**I. ROLL CALL**

**II. MINUTES OF PREVIOUS MEETINGS**

1. Monday, November 29, 2021, Regular Meeting Minutes

**III. CORRESPONDENCE**

1. None

**IV. PRESENTATION AND PUBLIC COMMENTS**

1. Presentation – None
2. Public Comments - (on agenda items)

**V. RESUBDIVISION OF PLOT – OLD BUSINESS**

1. None

**VI. RESUBDIVISION OF PLOT – NEW BUSINESS**

1. None

**VII. OTHER ORDINANCE MATTERS**

1. None

**VIII. LAND USE – PUBLIC HEARING**

1. None

**IX. LAND USE-OLD BUSINESS**

1. None

**X. LAND USE-NEW BUSINESS**

**1. Item # 21-38**

**PC: 12-20-2021**

**Item Name:** Louisiana Sugar Refinery

**Request:** Requesting the approval to construct a 25,540 square foot white sugar warehouse on site of the existing Louisiana Sugar Refinery at 1230 5<sup>th</sup> Avenue Gramercy, Louisiana 70052, within the designated Industrial Use Area. The new proposed building will be five stories with the exterior being colored metal panels. This proposal is allowable under Section 82-25(c) of the St. James Parish Code of Ordinances, however, approval from the Planning Commission is required under Section 82-25(f) for any commercial construction over 10,000 square feet.

**Lot Size:** 160 acres total

**Land Use Designation:** Industrial

**Owner/Developer:** Jody Braud/Picou Group Construction

**2. Item # 21-39**

**PC: 12-20-2021**

**Item Name:** Randall and Nili Rougee

**Request:** Requesting approval to use the property at 23144 Paul Road, Vacherie, Louisiana

70090 as small dog daycare and boarding service. The property is in an area designated as Residential Growth in the Land Use Plan. Commercial use is not listed as an allowable use for this location. Therefore, the request requires a recommendation by the Planning Commission and final action by the Parish Council under Section 82-25(e) of the St. James Parish Code of Ordinances.

**Proposed Land Use:** Commercial Use

**Land Use Designation:** Residential Growth

**Owner/Developer:** Randall and Nili Rougee

**XI. OTHER BUSINESS**

1. 2022 Meeting Calendar Discussion and Adoption
2. Update Report, Big Shake Borrow Pit Litigation

**XII. EXECUTIVE SESSION**

1. None

**XIII. ADJOURNMENT**

**PROCEEDINGS OF THE PLANNING COMMISSION, PARISH OF ST. JAMES, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING ON MONDAY, NOVEMBER 29, 2021.**

The Planning Commission of the Parish of St. James, State of Louisiana, met in regular session at the Courthouse in Convent, Louisiana on Monday, November 29, 2021, at 6:00 p.m.

**PRESENT:** Dean Millet, Mike Krumholt, Arthur Matherne, Ralph Becnel, John Hotard, Danny St. Pierre, Anthony Boudreaux, and Glenn Millet

**ABSENT:** Johnny Lawrence and Sue Bier (Non-Voting)

**ALSO, IN ATTENDANCE:** Amber Shepard, Rick Webre, and Victor Franckiewicz

**MINUTES**

1. R. Becnel motioned to approve the October 25, 2021, regular meeting minutes and was seconded by A. Boudreaux. Roll call vote: D. Millet- yes, M. Krumholt- yes, A. Boudreaux- yes, J. Lawrence- absent, A. Matherne- yes, R. Becnel- yes, J. Hotard- yes, D. St. Pierre- yes, G. Millet-yes. All in favor. Motion carried. All in favor. Motion carried.
2. It was noted that the December 27, 2021 meeting fell on a Parish Holiday, so was moved to December 20, 2021. A. Matherne motioned to approve new meeting date and was seconded by R. Becnel. Roll call vote: D. Millet- yes, M. Krumholt- yes, A. Boudreaux- yes, J. Lawrence- absent, A. Matherne- yes, R. Becnel- yes, J. Hotard- yes, D. St. Pierre- yes, G. Millet-yes. All in favor. Motion carried.

**CORRESPONDENCE**

1. None

**PRESENTATION AND PUBLIC COMMENTS**

1. Presentation – None
2. Public Comments (on agenda items) - None

**RESUBDIVISION OF PLOT - OLD BUSINESS**

1. None

**RESUBDIVISION OF PLOT - NEW BUSINESS**

1. **The Mark Poche Tract (Plot #: 21-36)**

Considering that another item related to this subdivision (for a variance) appears later on the agenda, Mr. St. Pierre suggested that the variance be addressed together with consideration of the subdivision approval. A. Matherne moved, seconded by J. Hotard, to amend the agenda to take up the variance for Item #21-36 under "Other Ordinance Matters" before consideration of the subdivision approval for the same item. Roll call vote: D. Millet- yes, M. Krumholt- yes, A. Boudreaux- yes, J. Lawrence- absent, A. Matherne- yes, R. Becnel- yes, J. Hotard- yes, D. St. Pierre- yes, G. Millet-yes. All in favor. Motion carried.

**The Mark Poche Tract-Amanda Petrey Variance (Item # 21-36)** - Requesting preliminary resubdivision approval to reduce the utility and access servitude from 50' to 20' wide. The applicant proposes a variance based on the factors in Section 102-13 of the St. James Parish Code of Ordinances. Operations Director Rick Webre confirmed that the 20' wide servitude will allow enough access for Parish to maintain utility services in this instance. This request requires a recommendation from the Planning Commission and final action by the Parish Council. A. Matherne motioned to recommend variance with final approval from Parish Council, in accordance with the following resolution:

**A RESOLUTION RECOMMENDING A VARIANCE BE GRANTED FOR THE MARK POCHÉ TRACT, AMANDA PETREY REQUEST FOR A 20' PUBLIC UTILITY ACCESS SERVITUDE**

**WHEREAS**, The subdivision ordinance, Chapter 102 of the St. James Parish Code of Ordinances, establishes certain requirements for subdivisions, including a minimum servitude width; and

**WHEREAS**, Ordinance Section 102-13 allows the commission to consider and recommend variances to the parish council when an applicant meets the requirements for a variance; and

**WHEREAS**, the applicant for Item #21-36, Mark Poche Tract-Amanda Petrey Variance, requests a variance that would allow a reduction in a utility and access servitude width down to 20' because of conditions unique to the property;

**NOW THEREFOR BE IT RESOLVED** that the requested variance to create a 20' utility and access servitude in connection with Item #21-36 is hereby recommended to the Parish Council for approval, based on the following findings under Section 102-13(a):

1. The granting of the variance will not be detrimental to the public safety, health, or welfare or injurious to other property because it will only affect the tract involved, and it would adequately serve that tract, based on the information presented by Director of Operations Rick Webre.
2. The conditions upon which the request for a variance is based are unique to the property and are not applicable generally to other properties. This tract is extremely narrow, having only a 101.62' frontage on Highway 44 and an effective width of only 96'. A full width servitude would interfere with an existing residential structure on the property.
3. Because of the particular physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of the subdivision ordinance were carried out. A full width servitude would leave the owner with very little buildable width on the property, which would be even further reduced by required setbacks.
4. The variance will not in any manner vary the provisions of the master plan, coastal zone management plan, sewerage facilities regulations, the capital improvements program of the parish, and chapter 50 of the Code of Ordinances.

**BE IT FURTHER RESOLVED** that this recommendation be forwarded to the St. James Parish Council for final action.

The motion was seconded by D. St. Pierre. Roll call vote: D. Millet- yes, M. Krumholt- yes, A. Boudreaux- yes, J. Lawrence- absent, A. Matherne- yes, R. Becnel- yes, J. Hotard- yes, D. St. Pierre- yes, G. Millet-yes. All in favor. Motion carried.

**The Mark Poche Tract Subdivision (Plot #: 21-36)** - Represented by Joey Louque. Requesting preliminary subdivision approval to subdivide the lower half of Lot 11 of Belmont Plantation into lots Lot 1-MP & Lot 2-MP. D. St.Pierre motioned to approve plan pending satisfaction of the following conditions: (a)submission of an updated survey including required language of limiting sale to family and maintenance of servitude by the parish in accordance with ordinance Sections 102-133(b) and -134(3); (b) letter of No Objection from LaDHH; (c) deliverance of CAD file; and (d) approval by the Parish Council of the recommended 20' servitude variance. The motion was seconded by A.Boudreaux. Roll call vote: D. Millet- yes, M. Krumholt- yes, A. Boudreaux- yes, J. Lawrence- absent, A. Matherne- yes, R. Becnel- yes, J. Hotard- yes, D. St. Pierre- yes, G. Millet-yes. All in favor. Motion carried.

2. **Brittan T. George and Thomas & Tracy George (Plot #: 21-37)** - Represented by Thomas George. Requesting simplified subdivision approval to resubdivide Brittan T. George and Thomas & Tracy George's lots into Tract A and Tract B. J. Hotard motioned to approve and was seconded by D. Millet. Pending the letter of No Objection from LaDHH and the Deliverance of CAD file. Roll call vote: D. Millet- yes, M. Krumholt- yes , A. Boudreaux- yes, J. Lawrence- absent, A. Matherne- yes, R. Becnel- yes, J. Hotard- yes, D. St. Pierre- yes, G. Millet-yes. All in favor. Motion carried.

## **OTHER ORDINANCE MATTERS**

1. **The Mark Poche Tract-Amanda Petrey Variance (Item # 21-36)**. This item was addressed earlier in the meeting.

## **LAND USE- PUBLIC HEARING**

1. None

**LAND USE- OLD BUSINESS**

1. None

**LAND USE- NEW BUSINESS**

1. None

**EXECUTIVE SESSION**

1. None

**STATUS REPORT**

1. None

**ADJOURNMENT**

D. St. Pierre motioned to adjourn and was seconded by A. Boudreaux. All in favor. Motion Carried. Meeting adjourned at 6:15 p.m.

s/ \_\_\_\_\_  
Glen Millet, Chairman

s/ \_\_\_\_\_  
Michael Krumholt, Secretary



**St James Parish Planning & Permitting Office**

**P.O. Box 106**

**Convent La. 70723**

**Office: 225-562-2500**

Name of Corporation: Picou Group Contractors

Representative: Bryan Picou

Mailing Address: 1001 E. St Bernard Hwy, Chalmette La

Representative email address: bryan@picougroup.com

Phone Number: (Office) \_\_\_\_\_ (Cell) 504-810-1496 (Fax) \_\_\_\_\_

**1. Attach Preliminary Plat**

- a. Location of Site Louisiana Sugar Refinery
- b. Section-Township-Range \_\_\_\_\_
- c. Current use of site Industrial Sugar Refinery
- d. Total acreage of site 160 Acres
- e. Acreage of development and elevation 1/2 Acre for Development
- f. Current land use designation by Parish Industrial
- g. Distance between proposed facility and nearest residential properties 0.2 miles

**2. Facility Description**

- a. Description of facility and proposed operations (attach additional sheets if needed)  
New white sugar Refinery. Building will be five (5) stories with a total square feet of 25,540 SF inside of building. Refinery will produce white sugar. The exterior of building will have colored metal panels to enclose the building.

b. Include anticipated future expansions \_\_\_\_\_  
N/A

c. Estimated permanent full time employees / part time employees / contract employees  
2-3 Full Time employees

d. Estimated contractor employees during construction 50 contractor employees

e. Length of construction 1 year 10 months

f. Proposed date of construction January 2022

g. Proposed date of operations October 2023

**3. Substances Produced and/or Stored**

a. List any and all types of substances the proposed facility is projected to produce and/or store.  
(attach additional sheets if needed)

white sugar

b. Attach any pertinent Material Safety Data Sheets (MSDS).

c. Include National Fire Protection Association (NFPA) 704 reference.

**4. Is the proposed facility projected to produce and/or store any substances related to the Emergency Planning and Community Right-to-Know Act (EPCRA)?**

a. Facility Type:

- i. EPCRA Facility Type 302
- ii. EPCRA Facility Type 311/312
- iii. EPCRA Facility Type 313
- iv. EPCRA RMP Site



5. What is the facility's average, most probable worst case scenario for both RMP and non-RMP facilities? \_\_\_\_\_

No Hazardous Materials. Fire would be worst case scenario.

6. What is the proposed facility's Emergency Operation Plan for the prevention, preparation, response, mitigation, and recovery for the following:

a. Fire- to include manpower, fire water, cooling water and appropriate fire suppression agent, i.e., foam, dry chemical. On site portable monitors and off site response aide. Pp

response aide. Pp

i. Is the facility's water supply designed for twice the water supply needed?

Yes

ii. Does the facility have twice the needed fire suppression agent, i.e., foam, dry chemical?

Not needed

b. Releases- to include manpower and resources, i.e. water, foam, dry chemical.

c. Spills- to include manpower and resources, i.e. water, foam, dry chemical.

d. Weather events.

e. Air monitoring at the perimeter of the facility (fence line) to assure public safety.

f. Does the proposed facility agree to provide Emergency Response Plan(s) to, at a minimum, respective fire department and Parish Office of Emergency Preparedness for proper public safety planning? Yes

g. The proposed facility projected operating schedule other than normal downtime for routine maintenance?

24/7

7. Will the proposed facility be manned 24/7/365? Yes

a. If not, what procedures are proposed for emergency notifications for the duration of unmanned hours? \_\_\_\_\_

8. Does the proposed facility have a Facility Security Plan? Yes

a. Does the Facility Security Plan incorporate prevention, preparation, response, mitigation, and recovery from chemical, biological, radiological and inclement weather threats?

Yes

b. Does the Facility Security Plan incorporate remote sites, i.e., docks, off-site locations, rail service, marine services or pipelines?

Yes

**Please note:** This application, twenty-five (25) copies of supporting documents, one electronic copy, and payment to St. James Parish Government for Planning Commission review shall be presented to the St. James Parish Planning Office at least thirty (30) days prior to a regular meeting of the Planning Commission. Include letters indicating the availability of service and adequate capacities from affected utilities, including water/sewerage, electricity, gas, telephone and cable television. In areas lacking sewerage, letters indicating the alternate disposal method has been approved by the state office of public health. The St. James Parish Planning Commission reserves the right to request additional information.

Additional permits may be required by St. James Parish Permitting Office, Louisiana Department of Health and Hospitals, Louisiana State Fire Marshal and other Federal, State and Local regulating bodies.

**Notice for Meeting and Public Comments**  
**St. James Planning Commission**  
**Louisiana Sugar Refinery Warehouse Construction, Item 21-38, at**  
**1230 Fifth Avenue, Gramercy La 70052**

The following meeting will be held to accept public comments on an application by Louisiana Sugar Refinery (LSR) to construct a 25, 540 square foot warehouse next to existing warehouses, on the East Bank of St. James Parish.

Within the designated Industrial use area, the proposal is allowable under Section 82-25 (c) of the St. James Parish Code of Ordinances, but it subject to approval by the Planning Commission under Section 82-25 (f) because it is a commercial use over 10,000 square feet.

Pursuant to Section 82-25(g)(4), the Planning Commission gives notice that it will consider the proposal and invites public comments at the meeting on:

**Monday, December 20, 2021, 6:00 p.m.**  
**St. James Parish Council Chambers**  
**5800 Highway 44**  
**Convent, La 70723**

Additional information is available ay the Parish's Planning and Permitting offices at the St. James Parish Courthouse in Convent, LA.

**Date: December 13,2021**

**Ref: Request to change land use  
from residential to commercial**

**ST JAMES PARISH PLANNING COMMISSION**

COVENT, LA 70723

Dear Commission Members

The intent of this letter is to request that our current residential property at

23144 Paul Rd Vacherie, LA 70090 become designated as commercial. We would like to start a small dog daycare and boarding business on our property where we reside. With the possibility of future property expansion depending on ease of transition. We would like to purchase a portable building as soon as approval allows to place on our property. The building will be fully assembled on delivery. It is imperative that the dogs have

a safe and comfortable environment. The building will be approximately 16x16. We will install a 5 foot cyclone fence around the building and additional land to provide dogs a place to roam safely and keep people safe. Since this will be on same property that we live, it will be manned 24/7. Proposed hours of operation would be from 6AM-6:30 PM. We plan to be owner/operators of business and do not anticipate adding other employees at this time. Your consideration is appreciated!

Sincerely

**Randall J Rougee & Nili Rougee**

**985-713-3589 or 985-665-7362**

**[nrougee@bellsouth.net](mailto:nrougee@bellsouth.net)**

# 2022 Meeting Dates and Times

	<b><i>Coastal Zone</i></b>	<b><i>Planning Commission</i></b>
<b>Meeting Date</b>	<b>Meeting Time</b>	<b>Meeting Time</b>
<b>Monday, January 31, 2021</b>	<b>5:00 PM</b>	<b>6:00 PM</b>
<b>Monday, February 28, 2022</b>	<b>5:00 PM</b>	<b>6:00 PM</b>
<b>Monday, March 28, 2022</b>	<b>5:00 PM</b>	<b>6:00 PM</b>
<b>Monday, April 25, 2022</b>	<b>5:00 PM</b>	<b>6:00 PM</b>
<b>Monday, May 23, 2022</b> <small>Memorial Day Holiday</small>	<b>5:00 PM</b>	<b>6:00 PM</b>
<b>Monday, June 27, 2022</b>	<b>5:00 PM</b>	<b>6:00 PM</b>
<b>Monday, July 25, 2022</b>	<b>5:00 PM</b>	<b>6:00 PM</b>
<b>Monday, August 29, 2022</b>	<b>5:00 PM</b>	<b>6:00 PM</b>
<b>Monday, September 26, 2022</b>	<b>5:00 PM</b>	<b>6:00 PM</b>
<b>Monday, October 24, 2022</b> <small>Halloween Day</small>	<b>5:00 PM</b>	<b>6:00 PM</b>
<b>Monday, November 28, 2022</b>	<b>5:00 PM</b>	<b>6:00 PM</b>
<b>Monday, December 19, 2022</b> <small>Christmas Holiday</small>	<b>5:00 PM</b>	<b>6:00 PM</b>