

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, September 23, 2025, 6:30 P.M.**

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. OPENING PROCEDURES

1. ROLL CALL
2. READING OF CITY POLICY RELATIVE TO OPEN MEETINGS
3. CHANGES/ADDITIONS TO AGENDA

D. READING OF THE MINUTES

1. Approval of Minutes of September 09, 2025, regular meeting, and approve them as written and Approval of the Millage Minutes of August 26, 2025, Council Meeting and approve them as written (Mayor McDavid)

E. HONORS, RECOGNITIONS, AND INTRODUCTIONS

F. CONTRACT ITEMS/CONTRACTS OR ITEMS RELATING TO PROJECTS

1. **Street/Road Projects**
 - a. Request for Supplement #1 of the Utility Relocation Agreement for McHost Road. (Bia Hillhouse)
 - b. Request Authorization to Advertise for Bids "Water Main Relocation on McHost Road. (Bia Hillhouse)
2. **Sewer**
3. **Subdivision Inspections**
4. **Water and Gas Projects**
5. **Other Projects**

G. PRESENTATION OF DELEGATIONS

1. **Request to Speak**
2. **Hardship Waivers**
3. **Other Variances**
4. **Exceptions of Regulations**

H. ACTION MANDATED BY HOME RULE CHARTER

1. Approval of appointment of the new City Attorney (Mayor McDavid)

I. PLANNING & ZONING MATTERS

1. **Receive Minutes of the Regular meeting of September 08, 2025, of the Planning Commission and the Minutes of the Regular meeting of September 08, 2025, of the Zoning Commission.**
2. **Planning matters REQUIRING a Public Hearing**
 - a. CUPAB-6-25 (Big Mama Bodega) – Proposed restaurant to serve liquor/alcoholic beverages on Tract 17-A-1 of the Robert Flanders Tract, on property located at 5145 Main Street, Zachary, La 70791
3. **Planning Matters NOT requiring a Public Meeting**

4. Zoning Matters REQUIRING a Public Hearing

- a. RZ-6-25 (2963 Church Street) – To rezone Lot 11 of the A.L. East Tract from Suburban Residential (RS) to Neighborhood Commercial (CN), on property located at 2963 Church Street, Zachary, LA 70791

5. Zoning Matters NOT Requiring Public Hearing

6. Other Matters

J. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE

K. BUDGET AND FINANCIAL MATTERS

1. Receive the Balance Sheet and Income statement as of August 2025 (Mayor McDavid)

L. OLD BUSINESS PENDING FOR FINAL ACTION

M. OLD BUSINESS PENDING

N. NEW BUSINESS

1. **Introduction of Ordinance 2025-18 - ORDINANCE AUTHORIZING THE CITY OF ZACHARY TO AMEND §§2-199, 2-200 AND 2-201 OF THE CODE OF ORDINANCES FOR THE CITY OF ZACHARY TO PROVIDE FOR THE SETTING AND ADMINISTRATION OF SALARIES FOR ELECTED OFFICIALS WITHIN THE CITY OF ZACHARY AND FOR OTHER MATTERS IN FURTHERANCE OF THIS PROVISION** (John Hopewell)
2. **Introduction of Ordinance 2025-19 - ORDINANCE AUTHORIZING THE CITY OF ZACHARY TO AMEND AND UPDATE THE ZACHARY MUNICIPAL CODE OF ORDINANCES, CHAPTER 14, ARTICLE 1, § 14-6 (10) RELATED TO CONSTRUCTION PERMITS, FEES, AND EXPIRATION OF THE SAME AND FOR OTHER MATTERS IN FURTHERANCE** (Mayor McDavid)
3. **Introduction of Ordinance 2025-20 - ORDINANCE AUTHORIZING THE CITY OF ZACHARY TO AMEND AND THE ZACHARY MUNICIPAL CODE OF ORDINANCES, CHAPTER 14, ARTICLE 1, § 14-6 RELATED TO CHARGES AND FEES FOR ROOFING CONSTRUCTION INSPECTIONS AND PERMITS AND OTHER MATTERS IN FURTHERANCE** (Scott Masterson)
4. Approval of an ordinance to amend and update sections of the Zachary Municipal Code of Ordinances, Chapter 14, Article 1, Section 14-6 and all related sections regarding construction permits, fees, and expiration of permits (Mayor McDavid)
5. Approval of alcohol license to Big Mama Bodega – 5145 Main Street, Suite J, Zachary, LA 70791 (John Hopewell)
6. Approval of alcohol license to Top Shelf Bartending LLC – 5145 Main Street, Zachary, LA 70791 (John Hopewell)
7. Approval of alcohol license to Genevieve Sushi – 20377 Old Scenic Highway, Suite 201, Zachary, LA 70791 (John Hopewell)

- 8. Public Hearing for Proposed Text Amendments** – Amendments to be considered to the Unified Development Code (UDC) regarding Bed & Breakfasts, drive-through hours, mobile vendors, building materials, accessory buildings, and definitions.
(Bryant Dixon)

O. CODE ENFORCEMENT

1. Subpoenas for Junk Vehicles and Junk Properties

Hearing on, discussion and consideration of items and individuals currently under subpoena, and authorization to issue new subpoenas related to junk vehicles and junk properties in violation of City's Code of Ordinances (Ty Stephens)

2. Subpoena Issuance Follow up

Review of properties and vehicles subject to subpoena for code violations; and consideration of authorization to issue subpoenas for junk vehicles and junk properties as defined under the City Code.

**P. CONDEMNED BUILDINGS – PUBLIC HEARINGS OR OTHER ACTION
REGARDING BUILDINGS BEING CONSIDERED FOR CONDEMNATION**

Q. REPORTS FROM DEPARTMENT HEADS

1. Crime Data Report (Police Chief Lawrence)

R. DISCUSSION OF BUSINESS NOT ON AGENDA

(No Action May Be Taken Unless Declared an Emergency)

S. ADJOURNMENT

**Karen Burdette
Acting Clerk of City Council
CITY OF ZACHARY
PARISH OF EAST BATON ROUGE
STATE OF LOUISIANA**