

SPECIAL MEETING MINUTES

PLANNING COMMISSION

CITY OF ZACHARY

Wednesday, November 12, 2025

6:00 PM

A. CALL TO ORDER

Commissioner Slaughter called the meeting to order at 6:01 p.m., on Wednesday, November 12, 2025, at the Zachary City Hall located at 4700 Main Street, Zachary, LA

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Commissioner Slaughter

Pledge of Allegiance by Commissioner Slaughter

C. OPENING PROCEEDURES

1. ROLL CALL

MEMBERS PRESENT

Mindy Slaughter

Christina Price

Jared Watkins

James Peay

Tommy Womack

Christi Murphy

ABSENT

Jason Floyd

2. READING OF CITY POLICY RELATIVE TO OPEN MEETINGS

An opportunity for public comment shall be observed before a vote is taken on any agenda item. Once recognized by the presiding officer, the person afforded the floor, shall identify the agenda item upon which he or she wishes to provide comment and shall limit his or her comments to matters that are strictly relevant to that agenda item. Commentary shall not exceed three (3) minutes per person. No dialogue between Planning and Zoning board members and the public shall be permitted at these meetings, except to clarify the nature of questions and/or comments. The presiding officer reserves the right to limit and/or terminate any commentary when deemed necessary or outside of public decorum.

3. CHANGES/ADDITIONS TO THE AGENDA

D. READING OF THE MINUTES

E. PRESENTATION OF DELEGATON

F. ANNOUNCEMENTS

G. PLANNING

The consent agenda consists of items with no outstanding issues that do not require plan amendments, text amendments, variances, or waivers. Consent agenda items may be approved with a single motion without a public hearing, **UNLESS** removed from the consent agenda and placed in the regular agenda order.

Items placed on the Consent Agenda by the Planning & Zoning Staff will not have time allocated for speaking, **UNLESS** there is a member of the Planning & Zoning Commission

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of the public at the meeting who wishes to speak on the item. In such cases, the item will be removed from the consent agenda and placed in the regular agenda order for discussion.

1. Consent Agenda

2. Old Business

3. New Business

a. **Public Hearing and discussion** - To consider whether or not to recommend approval (to the City Council) of proposed text amendments to the Unified Development Code to create an administrative law procedure and a code enforcement office for the purpose of enforcing selected provisions of the City of Zachary Unified Development Code.

Commissioner Slaughter opened the PUBLIC HEARING at 6:04 p.m. There being no one to speak in favor of or against the proposed text amendments to the UDC,

Commissioner Slaughter closed the PUBLIC HEARING at 6:04 p.m.

The motion was made by Commissioner Womack

The motion was seconded by Commissioner Peay

To approve the proposed text amendments to the Unified Development Code to create an administrative law procedure and a code enforcement office for the purpose of enforcing selected provisions of the City of Zachary Unified Development Code.

YEAS: Slaughter, Price, Watkins, Peay, Womack, Murphy

NAYS: None

ABSENT: Floyd

ABSTAINED: None

G. REPORT OF THE CITY PLANNER

H. REPORT OF THE CHAIRMAN

J. ADJOURNMENT

The meeting was adjourned at 6:05 p.m.

Karen Burdette Recording Secretary

Mindy Slaughter - Chairman

**Karen Burdette, Recording Secretary
CITY OF ZACHARY
PARISH OF EAST BATON ROUGE
STATE OF LOUISIANA**