

MINUTES
PLANNING COMMISSION
CITY OF ZACHARY

Monday, May 04, 2026

6:00 PM

A. CALL TO ORDER

Commissioner Slaughter called the meeting to order at 6:14 p.m., on Monday, May 04, 2026, at the Zachary City Hall located at 4700 Main Street, Zachary, LA

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation and Pledge of Allegiance by Commissioner Slaughter.

C. OPENING PROCEDURES

1. ROLL CALL

MEMBERS PRESENT

Mindy Slaughter

Jared Watkins

James Peay

Christi Murphy

Kevin Williams

MEMBERS ABSENT

Jason Floyd (excused, late notice given, arrived at 6:17 p.m.)

Tommy Womack (excused, gave prior notice)

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

The motion was made by Commissioner Peay

The motion was seconded by Commissioner Slaughter

To add an item under New Business, G3D, Election of new officers for Planning Commission.

YEAS: Slaughter, Watkins, Peay, Floyd, Murphy, Williams

NAYS: None

ABSENT: Womack

ABSTAINED: None

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D. READING OF THE MINUTES

1. Approval of minutes of the April 06, 2026, regular meeting and approve them as written.

The motion was made by Commissioner Watkins

The motion was seconded by Commissioner Slaughter

To approve minutes of the April 06, 2026, regular meeting and approve them as written.

YEAS: Slaughter, Watkins, Peay, Floyd, Murphy, Williams

NAYS: None

ABSENT: Womack

ABSTAINED: None

E. PRESENTATION OF DELEGATION

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 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) Planning Commission review of proposed draft revisions and vote to accept as new final draft to publish for public review.

The motion was made by Commissioner Peay

The motion was seconded by Commissioner Slaughter

To approve Planning Commission review of proposed draft revisions and vote to accept as new final draft to publish for public review.

YEAS: Slaughter, Watkins, Peay, Floyd, Murphy, Williams

NAYS: None

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ABSENT: Womack
ABSTAINED: None

b) Planning Commission review, discussion and vote to amend and ratify its bylaws.

To approve bylaws of the City of Zachary Planning Commission.

Planning Commissioners unanimously voted to approve, and a copy of the bylaws will be attached to the minutes as “Exhibit A”.

The motion was made by Commissioner Slaughter
The motion was seconded by Commissioner Peay

YEAS: Slaughter, Watkins, Peay, Floyd, Murphy, Williams
NAYS: None
ABSENT: Womack
ABSTAINED: None

c) Planning Commission discussion of City Council resolution requesting UDC text amendment to provisions dealing with restaurant alcohol sales.

Discussion was held to go over procedures of UDC text amendments.

d) Election of new officers for Planning Commissions.

The motion was made by Commissioner Watkins
The motion was seconded by Commissioner Murphy

To elect Mindy Slaughter as the Chairperson for the Planning Commissions.

YEAS: Slaughter, Watkins, Peay, Floyd, Murphy, Williams
NAYS: None
ABSENT: Womack
ABSTAINED: None

The motion was made by Commissioner Slaughter
The motion was seconded by Commissioner Peay

To elect Tommy Womack as the Vice Chairperson for the Planning Commissions.

YEAS: Slaughter, Watkins, Peay, Floyd, Murphy, Williams
NAYS: None
ABSENT: Womack
ABSTAINED: None

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The motion was made by Commissioner Slaughter
The motion was seconded by Commissioner Peay
To elect Kevin Williams as the Secretary for the Planning Commissions.

YEAS: Slaughter, Watkins, Peay, Floyd, Murphy, Williams
NAYS: None
ABSENT: Womack
ABSTAINED: None

H. REPORT OF THE CITY PLANNER

I. REPORT OF THE CHAIRWOMAN

J. ADJOURNMENT

The meeting was adjourned at 6:49 p.m.

Karen Burdette Recording Secretary

Mindy Slaughter - Chairwoman

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