

**To:** Mayor Donald Villere  
City Council  
Planning Commission  
Department Heads

**From:** David Cressy, Special Counsel  
Port Marigny Development  
Louisette Leonard Scott, AICP, CFM  
Dir. Dept. Planning & Development

**Subject:** Constituents Questions

**Date:** August 14, 2015

# MEMORANDUM

City of Mandeville  
Department of Planning

In response to a variety of questions that the City Council has received regarding the Port Marigny Development, this memo will serve to provide some background information and to clarify the process for answering questions.

It is the City's goal to provide information in the most relevant and practical format while at the same time, ensure that the public hearing process remains intact. The purpose of the open meetings law is to ensure that information gathered is presented during the public hearing process and that all parties hear the same information at the same time and have the benefit of all relevant discussion.

## Background and Process

The property is presently zoned Planned District and the developer is proposing a combination of uses, which is classified as a Planned Combined Use District (PCUD). In 1993, the City, through a comprehensive planning process, rezoned the Pre-Stressed site from Industrial to Planned District.

The PCUD zoning process provides for broad public input, flexible site planning, based on the requirements of the CLURO for the proposed use, and discretionary review and recommendation by the Planning Commission and approval by the City Council. As the development goes through the public hearing process, the project will evolve until final action is taken by the City Council. The Planned District zoning varies from straight zoning districts, where if the use is permitted by right and the site plan meets all minimum requirements in the CLURO, a permit is issued administratively. In a Planned District zoning, or PCUD in this case, all uses are conditional uses and both uses and the site plan are required to be approved by the City Council by Ordinance.

The applicant has submitted a plan for a Traditional Neighborhood Development (TND). The TND is the proposed development type, and the CLURO contains regulations for this development type. Essentially, it is treated like a zoning classification in the CLURO and is considered the basis for review under the PCUD process. The TND regulations are outlined in Article 8 and specify site development criteria such as housing diversity,

density setbacks, parking, and architectural requirements.

The Planning Commission is responsible for review, evaluation, and action (recommendation) to the City Council. For Planned Districts, the City Council is also responsible for review and evaluation of the application and will take final action on Ordinance 15-17.

**Questions:**

The questions have been categorized into groups:

**Procedural:** Anything related to process with Planning & Zoning or City Council such as meeting dates, times, and submittals.

Procedural questions will be answered by the Planning Department on an ongoing basis. Those questions may be directed to the Louissette Scott, Director of Planning or to Lori Spranley, Secretary to the Planning Department.

**Development:** Anything related to the review and evaluation by Planning & Zoning Commission and/or the City Council including submitted documents related to traffic, drainage, infrastructure, and the CLURO.

Development questions related to the review and evaluation of the application is the responsibility of the Planning & Zoning Commission and City Council and should be addressed to them during their respective public hearings.

**Proprietary:** Market studies, financial and other similar information. This type of information is proprietary to the developer.

During the respective public hearing processes, the Planning & Zoning Commission and City Council may consider questions and provide responses. Responses requiring further review, will be formalized in writing and distributed prior to the next scheduled meeting. The City has hired consultants to review and comment on the application and all relevant documents including the traffic study and the Master Plan and Guiding Principles. Staff and other consultants will provide support to both the Planning Commission and City Council as needed. The City Engineer and Public Works Director will review and provide comments on infrastructure related issues. The Planning Director will review and provide comments on compliance with the CLURO and compatibility with the Comprehensive Plan (Planning & Zoning issues).