Article 5. - COMMERCIAL DEVELOPMENT

Sec. 17-5.1 - General Provisions

(a) Commercial property developments include but are not limited to all of the following: hotel, motel, R.V., rental property (retail and business), religious, non-profit, public projects, institutional, and industrial developments (schools, hospitals, manufacturing plants, shopping centers, etc.) and will be referred to here forward as "development(s)" in this section.

(b) All developments are required to provide a proposed site plan to include a drainage plan and/or floodplain impact study, a traffic analysis (when applicable), and a site plan detailed for construction.

(c) All applications placed on the agenda for consideration by the parish planning commission, must have a representative(s) for the development in attendance at the public hearing planning commission meeting.

(d) Upon receipt of the proposed site plan, and any required studies, the development may be placed on the planning commission agenda for a public hearing. After the planning commission has held a public hearing they will approve, approve with stipulations, defer or deny the proposed plans. Once proposed plans are approved, the plans may be submitted to the Community Development office for review and approval signatures as required. No work is to be started on development site, including dirt or foundation work, until Planning Commission approval is obtained.

(e) If a proposed development is to be located on a corner lot where one side fronts onto a parish road and another side fronts onto a state highway, the entrance and exits must be located onto the state highway. A waiver for this requirement may be requested by the developer. To be considered for this waiver, the Office of Community Development must receive a written request from the developer. Once request is received, an approval signature of the district councilman where the proposed development is to be located must be obtained before a waiver may be granted.

(f) Once all requested impact studies, infrastructure construction plans along with a stormwater management plan and a final site plan are approved can the site construction begin. Approval for site construction shall expire after twelve (12) months unless extended by the planning commission.

(g) Once site plan approval has been obtained, a building plan review must be conducted and fire marshal life safety letter must be provided to the parish building official. Certificate of occupancy may not be given unless all phases of on-site inspections of the structure has been made by representatives of the parish and approved by the parish building official.

(h) Any change in usage of commercial property shall be submitted to show proposed usage to the parish engineer/drainage district director, the parish building official and community development director for approval. Any of these parish
representatives may require and enforce eight-foot high solid fencing for commercial developments.

(i) Additions or modifications to existing commercial developments may qualify for an exemption from the requirement for preparing a drainage and/or floodplain impact study, depending upon the projected flood hazards and approval by the parish engineer/drainage district director, the parish floodplain administrator and community development director. Additions or modifications may also have the required traffic impact study waived administratively upon approval of the parish engineer, the parish building official and community development. All waiver requests must have the signature approval of the district councilman where the development is located.

(Rev 5.13.19 T.P. Ord 19-15)

**Sec. 17-5.2 - Commercial Development Buffer Areas.**

(a) A minimum of twenty-five-foot buffer area shall be established and maintained between conflicting uses caused by the location of a new commercial development being constructed or expanded adjacent to property being used for residential purposes unless approved by the parish planning commission. No building or permanent structure shall be located within this buffer area. The buffer area may be used for parking, underground utilities, drainage, green area (landscaping and planting) and access.

(b) The buffer area shall be established and maintained by the owner of the property on which the new developments are established.

(c) The buffer area shall also have an eight-foot high solid fence or other approved barrier, between the residential and these developments. This fence shall be located within one (1) foot of the property line unless approved by the community development director.

(d) The twenty-five-foot buffer area and eight-foot fence or other approved barrier requirements shall be waived if all adjacent landowners to the required buffer area submit a notarized letter of no objection.

(e) Property frontage shall have a minimum setback of 50 feet from public right-of-way lines. In cases when the right-of-way lines cannot be determined; setback line will begin 18 inches behind the backslope of the drainage ditches.

(Rev 5.13.19 T.P. Ord 19-15)

**Sec. 17-5.3 - Commercial development notifications.**

At least fourteen (14) days prior to the planning commission meeting at which approval is being sought, the developer shall erect a four-foot by eight-foot black and white sign with a minimum of four-inch high letters located with no obstructions within twenty-five (25) feet of each public right-of-way on which the tract of the proposed development fronts. The bottom of the sign shall be at least four (4) feet from the ground. Twenty-five
(25) percent of the sign may be dedicated for advertising purposes and graphics, provided such area is contiguous. The sign shall be erected at least fourteen (14) days prior to the planning commission meeting at which the development is to be considered. The sign shall be titled "A Commercial Development Is Proposed For This Site" and shall contain the following information:

(1) Name, address and phone number of developer.
(2) Name of development or complex.
(3) Number of proposed commercial units.
(4) Number of acres in the development.

(Rev 3.11.19 T.P. Ord 19-07)

Sec. 17-5.4 - Commercial development submittals.

(a) Developments to be heard by the Planning Commission must receive approval of proposed plans by staff through a Technical Review of plans before being placed on the Planning Commission agenda. All requested plans and/or impact studies or any revisions required by the Technical Review must be received by the Office of Community Development - Planning Department office no less than fourteen (14) days prior to the planning commission meeting in order for the development to be placed on the planning commission agenda for consideration.

(b) Required components of proposed plans submitted for review to the planning department for consideration during a Technical Review meeting with department staff must include the following:

i. A typical design section for roads and parking to include all asphalt or concrete pavement sections, culvert inverts, and grading;
ii. Drainage plan;
iii. Floodplain designated areas as applicable;
iv. Wetlands designated areas as applicable;
v. Sewerage and water facilities;
vi. Other utilities, etc.

(Rev 5.13.19 T.P. Ord 19-15)

Sec. 17-5.5 - Commercial development exemptions

a) Remodeling or renovation of existing developments for the interior of a structure and does not expand the footprint of the structure, nor change any impact on the layout of the development may have the above requirements (sections 17-5.1 to 17-5.4) reviewed administratively by the Parish Building Official only.

b) Any new commercial developments that are relatively small in size may have the above requirements (sections 17-5.1 to 17-5.4) reviewed administratively at the discretion of the parish engineer/drainage district director, parish building official and the community development director. For developments to be considered for
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administrative approval, the Office of Community Development must receive a written request from the developer and the signature of the district councilman where the proposed development is to be located.

c) The drainage and/or floodplain impact study and/or traffic impact study may be waived by the planning department upon written request by developer and signature approval of the district councilman where the proposed development is located. However, these studies may still be required by the Planning Commission before approval is granted.

(Rev 5.13.19 T.P. Ord 19-15)

Sec. 17-5.6 – Special Use Commercial Development Properties

Residential Intermediate Care/Placement (Ricp) Facilities-
These facilities provide services and supports in a 24-hour residential setting that may include but not be limited to the following: ongoing evaluation, planning, and coordination/ integration of health and rehabilitative services and supports. The facility services are provided in a range of residential settings. These facilities are considered commercial if the development has a minimum of two structures on the property and requires supervising staff to be present 24 hours a day:

a) Community group homes (3 to 15 people with designated sleeping quarters),
b) Small facilities (16 to 32 people with designated sleeping quarters),
c) Public or privately-operated large institutions (33 or more people with designated sleeping quarters).

These facilities must follow all required commercial development regulations as defined in the above sections 17-5.1 to 17-5.4 and receive Parish Council approval to proceed to the permitting process.

***Private homes/residences that operate as a community home with up to no more than six residents are not considered commercial if there are no other structures on the property.

(Rev 7.23.18 T.P. Ord 18-37)

Sec. 17-5.7 Conflict with Other Public Provisions

All Commercial Development Regulations are to be located in Article 5 of the Tangipahoa Parish Land Development Regulations and any other regulations not found in Article 5 are revoked. This does not include any requirements of building permit regulations and fees related to Commercial Properties found in Chapter 8 and Chapter 10 of the parish’s Code of Ordinances.

(Rev 3.11.19 T.P. Ord 19-07)
Planning Commission Procedures for Commercial Developments

POSTING OF SIGN: Signage must be posted a minimum of fourteen (14) days prior to the Planning Commission Public Hearing meeting. All required documents must be received by Community Development Office no less than ten (10) days prior to monthly meeting to be placed on Planning Commission’s agenda for Public Hearing.

Required information for signage on proposed Commercial Development:
   a) State name and type of development
   b) Numbers of structures to be built on site.
   c) Owner/Builder’s name & Contact name & phone number
   d) Date, Time and Location of Planning Commission Public Hearing meeting
   e) Sign shall be posted behind public Right-of-Way at the site of proposed development in a visible location. Multiple signs may be required at corner site.

*** All Sign information must be verified by a representative of the Community Development Office prior to posting. (985-340-9028)

*** Commercial development name and streets must be verified with the 911 office (985-747-0911), before the posting of sign.

Site Plans shall meet the following requirements:
   a) Plans scaled to 200’ per inch minimum with a vicinity map.
   b) Total number of acres.
   e) Must show ingress and egress for driveways
   g) A privacy fence 8’ in height may be required as necessary to separate incompatible land uses.
   j) Adequate mini dumps must be provided on site.
   k) All Commercial Structures must have Fire Marshall Approval.
   l) Owner/Builder must contact 911 Office for addresses for all structures prior to Public Hearing date.
   o) Flood Zones, as per FIRM with Community, Panel and Date, Base Flood Elevation, if in flood zone.
   q) North point, scale and date
   r) Engineer/Surveyors seal and signature
   s) Legal description including section, township and range; boundaries of property, boundaries of incorporated areas or other established districts, ditches, water course and any other features or physical conditions of the property.
   t) Drainage Plan or Drainage District Approval Letter if applicable.

*** Copies of all required Federal and State permits or studies must be provided to the Planning Commission prior to the Public Hearing, if Owner/Builder will be requesting Approval at the time of the hearing. Some examples of these required forms are below:
   Wetland Jurisdictional Letter,
   Endangered Species Determination
   LDH-Health Letter
   DEQ SWPPP
   DOTD Permit
   DOTD Traffic Study
   Drainage District approval is required for sites greater than 2 acres in size, within their district.