



St. James Parish Council

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Vondra Etienne-Steib
Chairwoman

Courtney Long
Vice-Chairman

Linda Hubbell
Secretary

PUBLIC NOTICE NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the following entitled ordinance was introduced at a regular meeting of the Parish Council of the Parish of St. James, State of Louisiana, on January 21, 2026, and laid over for publication of notice:

PROPOSED ORDINANCE 26-01 **ST. JAMES PARISH COUNCIL**

AN ORDINANCE ESTABLISHING A BOARD OF BUILDING CODE APPEALS FOR ST. JAMES PARISH AND DEFINING ITS POWER AND DUTIES CONSISTENT WITH THE INTERNATIONAL BUILDING CODE, APPOINTING MEMBERS THERETO, AND PROVIDING FOR RELATED MATTERS

WHEREAS, the St. James Parish Council is authorized under the Constitution and laws of the State of Louisiana and the St. James Parish Home Rule Charter to establish boards and commissions necessary for the effective administration of Parish government; and

WHEREAS, St. James Parish has adopted building codes based upon the International Building Code (“IBC”), which provides for the creation of a Board of Appeals to hear and decide appeals arising from the interpretation and enforcement of such codes; and

WHEREAS, the establishment of a Board of Building Code Appeals is necessary to provide a fair, impartial, and orderly process for the review of decisions, determinations, and interpretations made by the Building Official or other authorized Parish officials; and

WHEREAS, the Board of Building Code Appeals will ensure due process while maintaining public safety, structural integrity, fire protection, and compliance with adopted codes; and

WHEREAS, the individuals nominated for appointment to the Board of Building Code Appeals have been vetted through interviews, evaluation, scoring, and recommendations by the Parish Council and Parish Administration, and possess the requisite experience, knowledge, and professional responsibility (see attached); and

WHEREAS, the St. James Parish Council desires to appoint seven (7) qualified members to serve on the Board, with terms coinciding with that of the Parish President, unless otherwise provided by law or ordinance. The Board will received a stipend of \$75.00 per meeting.

THE ST. JAMES PARISH COUNCIL HEREBY ORDAINS that:

There is hereby established the St. James Parish Board of Building Code Appeals (“Board”), consistent with Section 113 of the International Building Code, as adopted and amended by the St. James Parish Code of Ordinances.

The Board shall hear and decide appeals of orders, decisions, or determinations made by the Building Official or other authorized Parish officials relative to the application, interpretation, or enforcement of the Parish’s adopted building codes and related ordinances.

The Board shall have no authority to waive the requirements of or grant variances from the St. James Parish Code of Ordinances.

The Board may determine that the true intent of the code or ordinance has been correctly or incorrectly interpreted; or the provisions of the code or ordinance do or do fully apply to the specific case under appeal; or may propose an equivalent or better form of construction.

The Board shall consist of seven (7) members appointed by the St. James Parish Council. Members shall be selected based on experience and knowledge in construction, engineering, architecture, fire protection, or related fields, consistent with IBC standards.

The following individuals are hereby appointed to serve as members of the St. James Parish Board of Building Code Appeals:

1. Scott Poirrier
2. Tory Roper
3. Aaron Tregre
4. Melanie Bourgeois
5. Jon Hotard
6. Daryl Zeringue
7. Justin James

The terms of all members appointed herein shall coincide with the term of the Parish President and shall expire concurrently therewith, unless reappointed or otherwise provided by law or ordinance.

Todd Poche	Courtney Long	Ryan Louque	Neal Poche	Anthony Jasmin	Vondra Steib	Donald Nash
District 1	District 2	District 3	District 4	District 5	District 6	District 7

The Board shall organize itself by electing a Chair and such other officers as it deems necessary. A quorum shall consist of a majority of the appointed members. Appeals shall be decided by a concurring vote of a majority of the members present and voting. The Board shall adopt rules of procedure consistent with the International Building Code, Parish ordinances, and applicable state law.

The Building Official, legal counsel representing St. James Parish, and an administrator provided by the Parish shall serve as non-voting administrative and/or advisory members on the Board. These members provide support, including notice of hearings, recordkeeping, and coordination of appeal filings.

NOTICE IS HEREBY, FURTHER, GIVEN that the Parish Council of said Parish will meet at 6:00 p.m. on Wednesday, February 4, 2026, in the Council Chambers of the Parish Courthouse, 5800 Hwy 44, Convent, LA at which time there will be a public hearing on the adoption of the aforesaid ordinance.

s/ Courtney Long
Vice-Chairman

s/Linda Hubbell
Secretary

***Note:** St. James Parish will provide, upon request, reasonable accommodation to any disabled individual wishing to attend the meeting. Anyone requiring reasonable accommodation is requested to contact 1-800-846-5277 (TDD), 1-800-947-5277 (Voice) or 562-2400 (Handicapped) to discuss the particular accommodation needed.*

Todd Poche	Courtney Long	Ryan Louque	Neal Poche	Anthony Jasmin	Vondra Steib	Donald Nash
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