

ORD 26-35

THE FOLLOWING ORDINANCE WAS INTRODUCED BY CITY COUNCIL MEMBER DISCON; AND SECONDED FOR INTRODUCTION BY COUNCIL MEMBER _____

ORDINANCE NO. 26-35

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE APPROVING A CONDITIONAL USE PERMIT FOR THE USE DESIGNATED UNDER CLURO SECTION 6.4.42.3 LODGING (TRANSIENT) SHORT-TERM RENTAL: WHOLE HOUSE RENTAL, LOCATED AT 538 GIROD STREET, BEING A PORTION OF GROUND LOCATED IN SQUARE 19, Lot 9 ZONED B-3 OLD MANDEVILLE BUSINESS DISTRICT, AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, Ordinance 19-34, adopted by the City Council on February 13, 2020, set forth the provisions for the use of Short-term Rentals, including Short Term Rental: Whole House Rental; and

WHEREAS, the City Council adopted Ordinance 25-02 on March 13, 2025, which amended the current provisions for Short-Term Rentals to increase the allowed number of Whole House Rentals by 10 to a maximum of 20; and

WHEREAS, CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental is defined as “*A dwelling where short-term lodging is provided to one party of guest for compensation by the owner of the residence where the owner’s presence on the premises is not required during the guest’s stay*”; and

WHEREAS, Michael and Kerri Blanche, are requesting approval of a Conditional Use Permit for the use designated under CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental located at 538 Girod Street; and

WHEREAS, the property located at 538 Girod Street is zoned B-3 Old Mandeville Business District and in accordance with CLURO Section 7.8 Table of Permitted Uses by Zoning District a Conditional Use Permit approval pursuant to Article 4 is required to allow the use designated under CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental; and

WHEREAS, in accordance with CLURO Section 8.2.3.5 (E) Citywide Cap for Whole House Rentals, the total number of short-term rental permits for Whole House Rentals shall not exceed twenty (20) at any time. At this time, eighteen (18) Conditional Use applications have been approved by Ordinance; and

WHEREAS, A floor plan and survey have been submitted by the applicant on July 7, 2026; and

WHEREAS, the City Council has received the favorable recommendation of the

Planning Commission of the City of Mandeville for CU26-08-03, voting 7-0; and

WHEREAS, in accordance with CLURO Section 4.3.3 Procedures for Conditional Use Permits, the City Council finds that the proposed use and site plan will serve the best interests of the City of Mandeville by providing a greater mix of lodging opportunity for visitors to the City while still maintaining the character and culture of the neighborhood, and the public health, safety, and welfare of the surrounding community.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mandeville that the City Council does hereby approve the Conditional Use Permit in accordance with CLURO Section 4.3.3 for the use defined under CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental located at 538 Girod Street.

BE IT FURTHER ORDAINED, by the City Council of the City of Mandeville that this ordinance shall become effective immediately upon the signature of the Mayor.

BE IT FURTHER ORDAINED that the Clerk of this Council be and she is hereby authorized and empowered to take any and all actions which she, in the exercise of her discretion, deems necessary to promulgate the provisions of this ordinance.

The ordinance being submitted to a vote, the vote thereon was as follows:

AYES:

NAYS:

ABSENT:

ABSTENTIONS:

and the ordinance was declared adopted this ____ day of _____ 2026

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman



MANDEVILLE

A Historic Lakefront Community

Planning and Zoning Commission

CLAIRE DURIO, CHAIRWOMAN
PLANNING COMMISSION

BRIAN RHINEHART, CHAIRMAN
ZONING COMMISSION

CARA BARTHOLOMEW, AICP
DIRECTOR, DEPT. OF PLANNING & DEVELOPMENT

MEMBERS:
SCOTT QUILLIN
ANDREA FULTON
NICHOLAS CRESSY
KAREN GAUTREAUX
PATRICK ROSENOW

CITY OF MANDEVILLE PLANNING COMMISSION RECOMMENDATION TO THE CITY COUNCIL REGARDING CONDITIONAL USE APPROVAL TO OPERATE A SHORT-TERM RENTAL: WHOLE HOUSE RENTAL AT 538 GIROD STREET

The City Council adopted Ordinance 25-02 at the March 13, 2025, meeting. This ordinance increased the allowed number of Whole House Rentals by 10 to maximum of 20. An application was submitted to the Planning Department on July 27, 2026, by the property owner of 538 Girod to operate a Short-term Rental: Whole House Rental on site. There have been eight approvals for Whole House Rentals since the cap increase. As part of the procedure for Conditional Use Approval, any Conditional Use Permit is required to go before the Planning Commission for recommendation.

The Planning Commission held a work session on Tuesday, August 8, 2026, and a voting meeting on Tuesday, August 25, 2026, for case CU26-08-03. The Commission recommends approval of the proposed Conditional Use Permit to the City Council.

The Commission found that the submitted survey and floor plan are in conformance with the proposed use of a Whole House rental. The property is improved with a single-family residence, the applicant has been renting the property. The Commission felt this use is appropriate for Girod St, especially in this commercial leaning block.

As part of the procedure for Conditional Use Approval, the Commission is required to submit its recommendation and report to the City Council. The Commission voted 7-0 in favor, approving the requested Conditional Use Permit.

Attachments:

Case Packet

PowerPoint Presentation

CASE SUMMARY SHEET

CASE NUMBER: CU26-08-03
DATE RECEIVED: July 7, 2026
DATE OF MEETING: August 11, 2026 and August 25, 2026

Address: 538 Girod
Subdivision: Old Town of Mandeville, Square 19 Lot 9
Zoning District: B-3 - Old Mandeville Business District
Property Owner: Michael and Kerri Blache

REQUEST: CU26-08-03 – Michael and Kerri Blache request Conditional Use Approval to allow Lodging (Transient)— Short-term Rental Whole House per the Table of Permitted Uses, CLURO Section 7.8, Old Town of Mandeville, Square 19 Lot 9, B-3 - Old Mandeville Business District, 538 Girod Street

CASE SUMMARY: Operate a Whole House Short Term Rental

The applicant owns the property at 538 Girod St., located on the west side of Girod St., south of Livingston St., and north of Monroe St. The property measures 50’ x 150’ and contains 7,500 sqft per the St. Tammany Parish Assessor. The property is currently improved with a single-family residence.

In March 2025 the City Council adopted Ordinance 25-02 which amended the CLURO to increase the allowed number of Whole House Rentals by 10 to a new maximum of 20. The applicant is requesting to operate a Whole House Short-term Rental out of 538 Girod. The property contains three bedrooms and two bathrooms. The application lists the maximum number of guests will be four. There have been sixteen whole house rentals approved by the City Council, with another two pending ordinance approval.

Parking:

Lodging (Transient) — Short-term Rental: Whole House Rental requires one parking space per guest room but no less than two spaces for resident occupants. The floor plan submitted shows that there will be three bedrooms requiring three parking spaces on site. A site plan of the property shows that there will be a 20’ x 51’ driveway which can accommodate the three parking spaces required at a standard size of 8.5’ x 18.5’. The applicant stated that the intention is to remove the existing gate to allow two vehicles to pass one another.

CLURO SECTIONS:

4.3.3.8. Review and Evaluation Criteria

The Planning Director, the Planning Commission and the City Council shall review and evaluate and make the following findings before granting a Conditional Use Permit or Planned District zoning using the following criteria:

- 1. Comparison with applicable regulations and standards established by the Comprehensive Land Use Regulations applicable to the proposed use and site.
- 2. Compatibility with existing or permitted uses on abutting sites, in terms of building height, bulk and scale, setbacks and open spaces, landscaping and site development, and access and circulation features.
- 3. Potentially unfavorable effects or impacts on other existing conforming or permitted uses on abutting sites, to the extent such impacts exceed these which reasonably may result from use of the site by a permitted use.
- 4. Modifications to the site plan which would result in increased compatibility, or would mitigate potentially unfavorable impacts, or would be necessary to conform to applicable regulations and standards and to protect the public health, safety, morals, and general welfare.
- 5. Safety and convenience of vehicular and pedestrian circulation in the vicinity, including traffic reasonably expected to be generated by the proposed use and other uses reasonable and anticipated in the area considering existing zoning and land uses in the area.
- 6. Protection of persons and property from erosion, flood or water damage, fire, noise, glare, and similar hazards or impacts.
- 7. Location, lighting, and type of signs; and relation of signs to traffic control and adverse effect on adjacent properties.
- 8. Adequacy and convenience of off-street parking and loading facilities and protection of adjacent property from glare of site lighting.
- 9. Conformity with the objectives of these regulations and the purposes of the zone in which the site is located.
- 10. Compatibility of the proposed use and site development, together with any modifications applicable thereto, with existing or permitted uses in the vicinity.
- 11. That any conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and to ensure compatibility of the proposed use with existing or permitted uses in the same district and the surrounding area.
- 12. That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare, or community aesthetics, or materially injurious to properties or improvements in the vicinity.

6.4.42.3 Lodging (Transient)— Short-term Rental: Whole House Rental

A dwelling where short-term lodging is provided to one party of guest for compensation by the owner of the residence where the owner’s presence on the premises is not required during the guest’s stay.



CU26-08-03

Applicant requests Conditional Use Approval to allow Lodging (Transient)— Short-term Rental Whole House per the Table of Permitted Uses, CLURO Section 7.8, Old Town of Mandeville, Square 19 Lot 9, B-3 - Old Mandeville Business District, 538 Girod Street

CU26-08-03

The applicant owns the property at 538 Girod St., located on the west side of Girod St., south of Livingston St., and north of Monroe St. The property measures 50' x 150' and contains 7,500 sqft per the St. Tammany Parish Assessor.

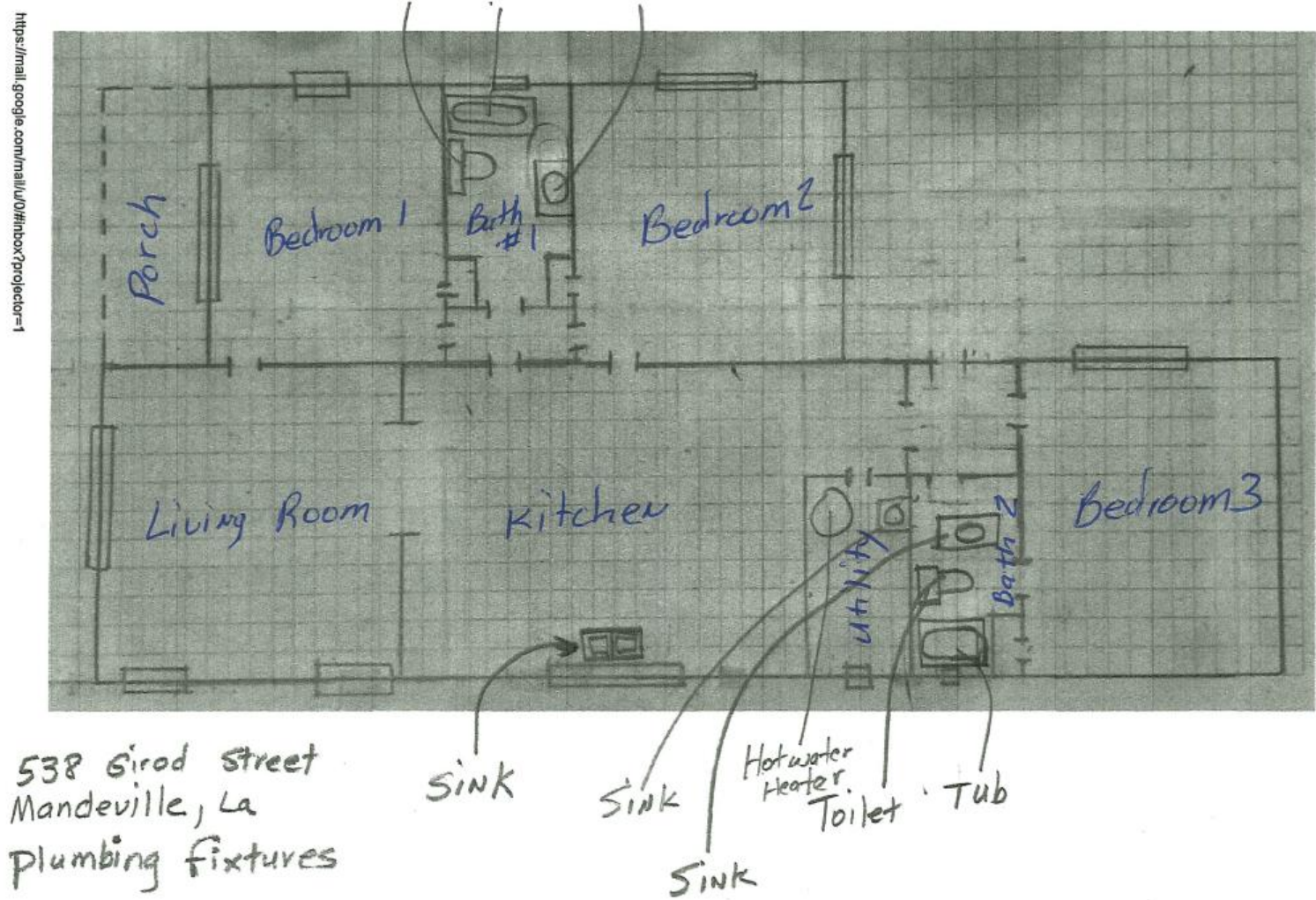
The property is currently improved with a single-family residence.

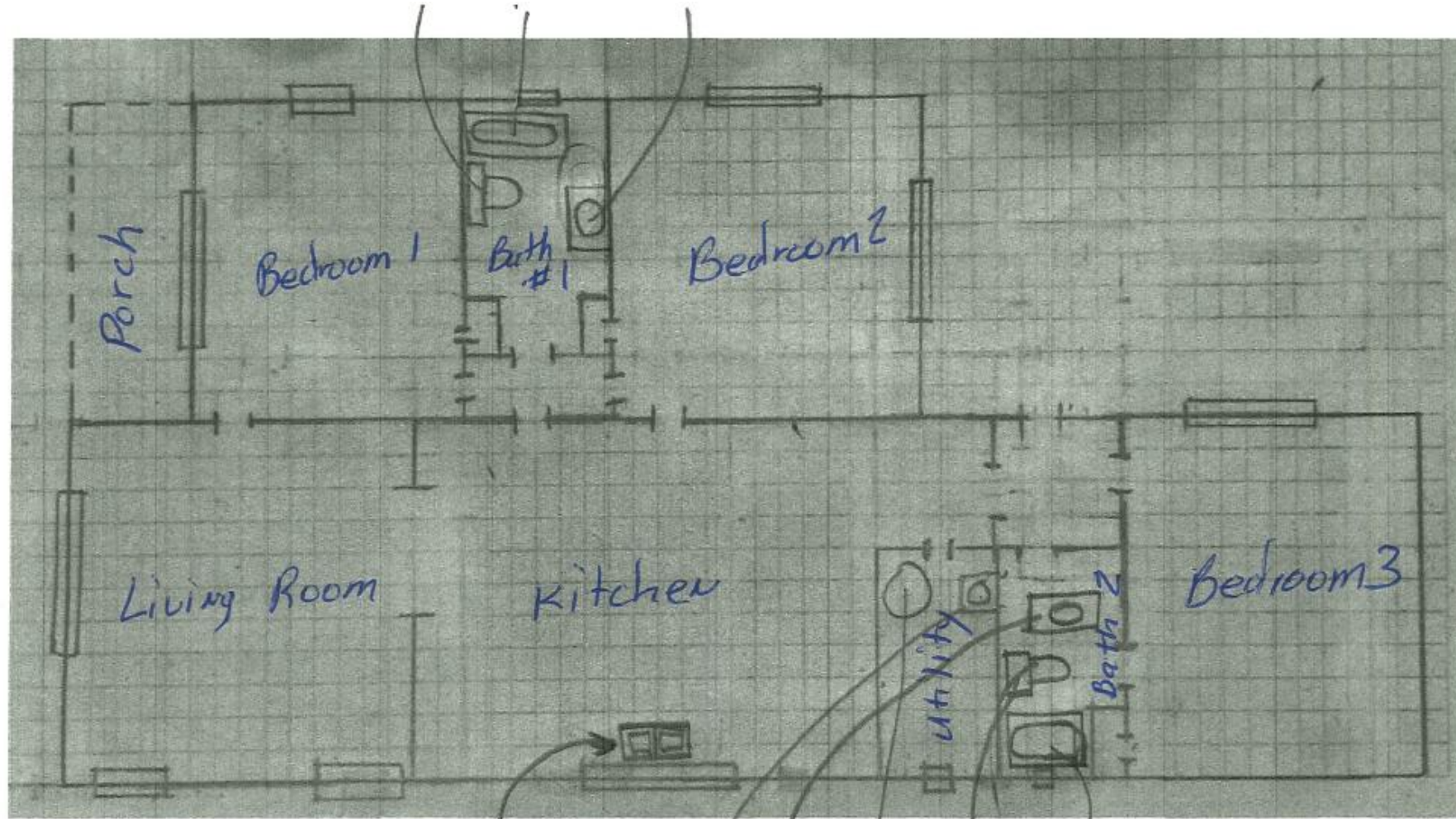


CU26-08-03

In March 2025 the City Council adopted Ordinance 25-02 which amended the CLURO to increase the allowed number of Whole House Rentals by 10 to a new maximum of 20. The applicant is requesting to operate a Whole House Short-term Rental out of 538 Girod.

The property contains three bedrooms and two bathrooms. The application lists the maximum number of guests will be four. There have been sixteen whole house rentals approved by the City Council, with another two pending ordinance approval.





538 Girod Street
Mandeville, La
Plumbing fixtures

Sink

Sink

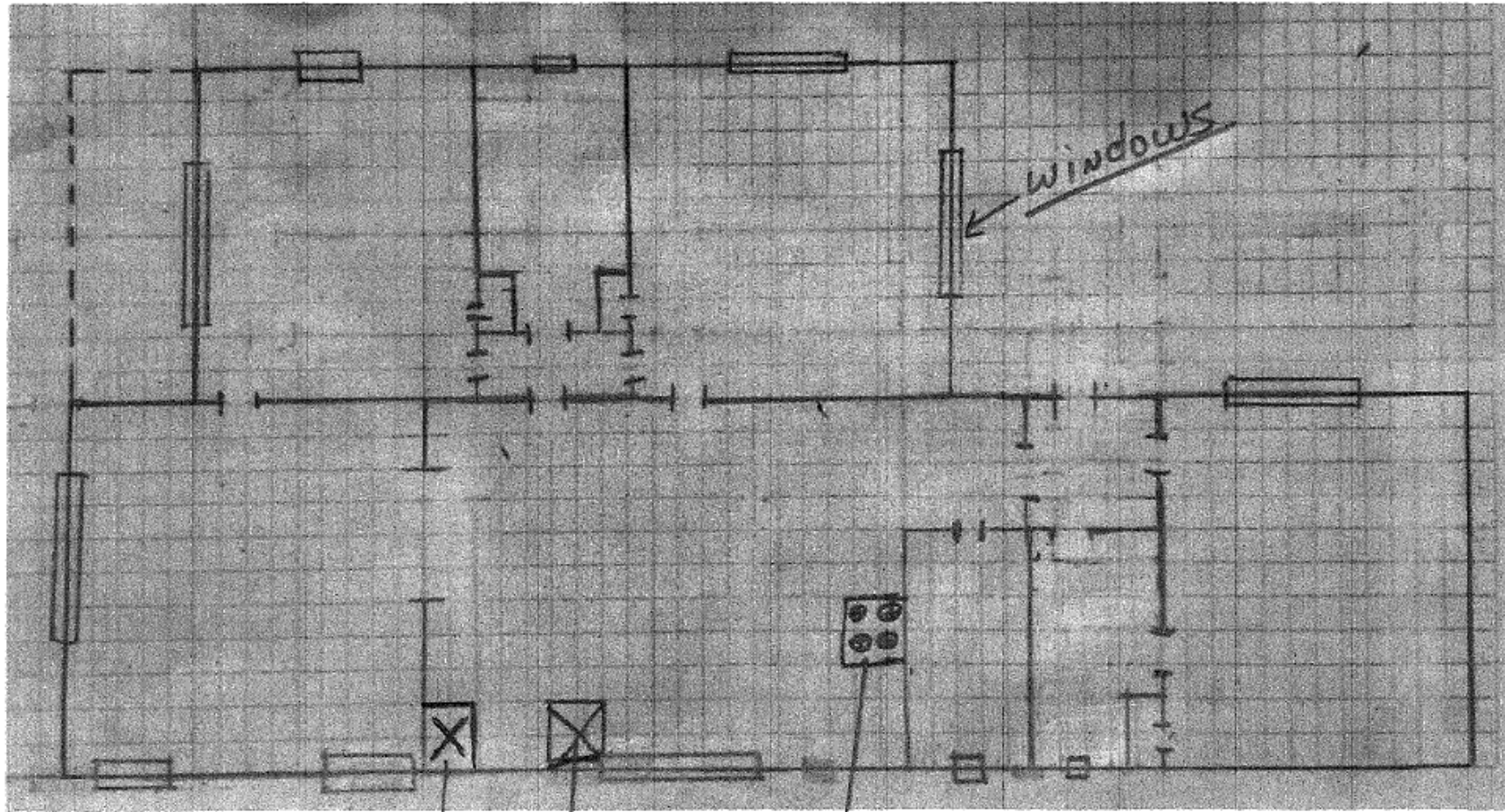
Sink

Hot water
Heater

Toilet

Tub





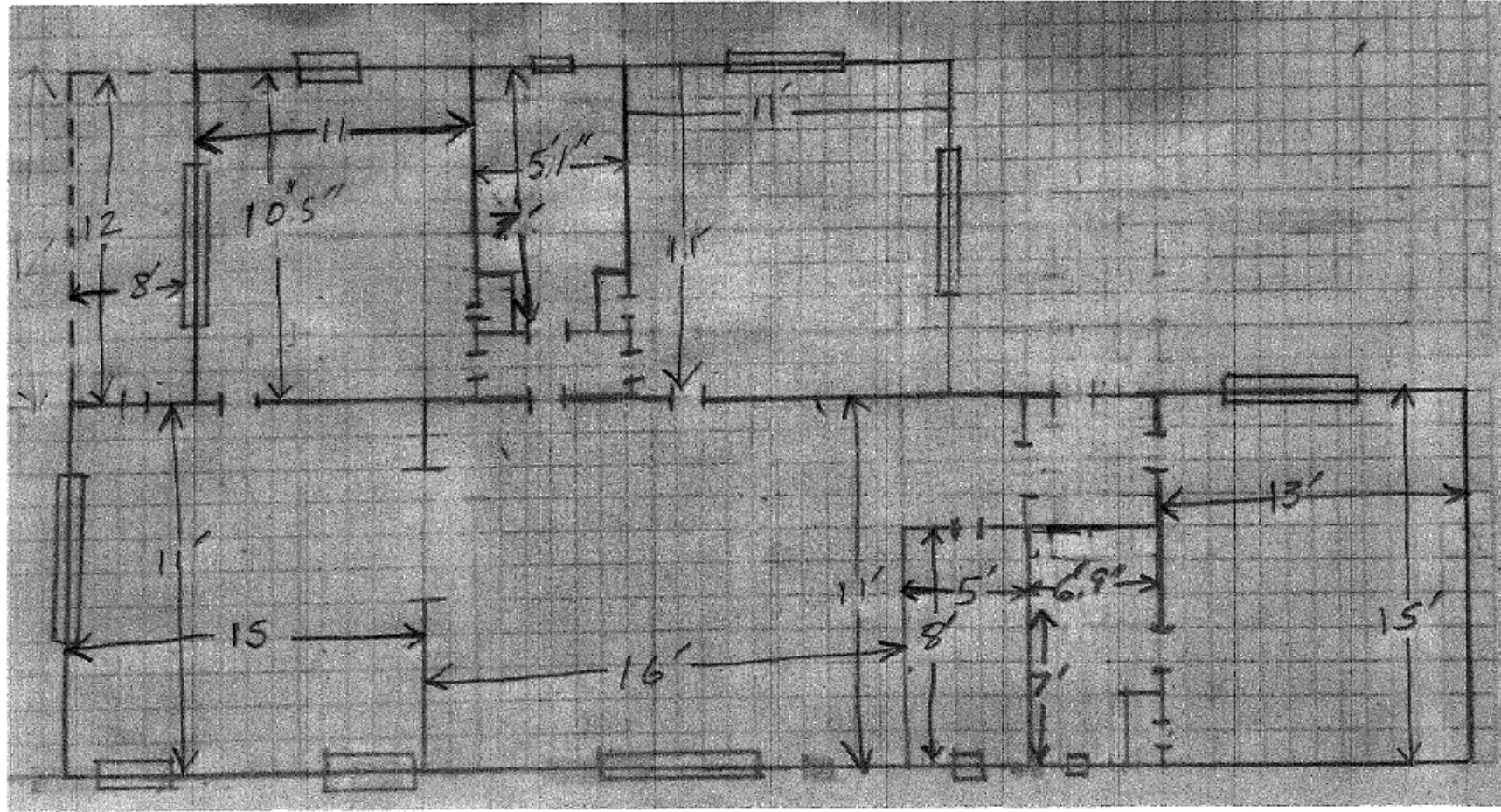
538 Girod Str.
Mandeville, La
Major Appliances

Refrigerator

Dishwasher

Stove/
oven



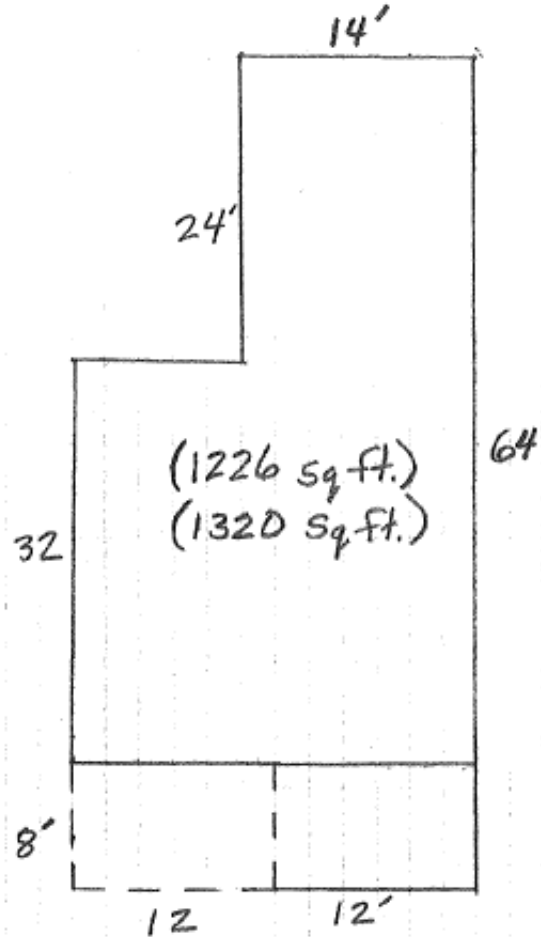


538 Girod Str.
Mandeville, La
Room Dimensions

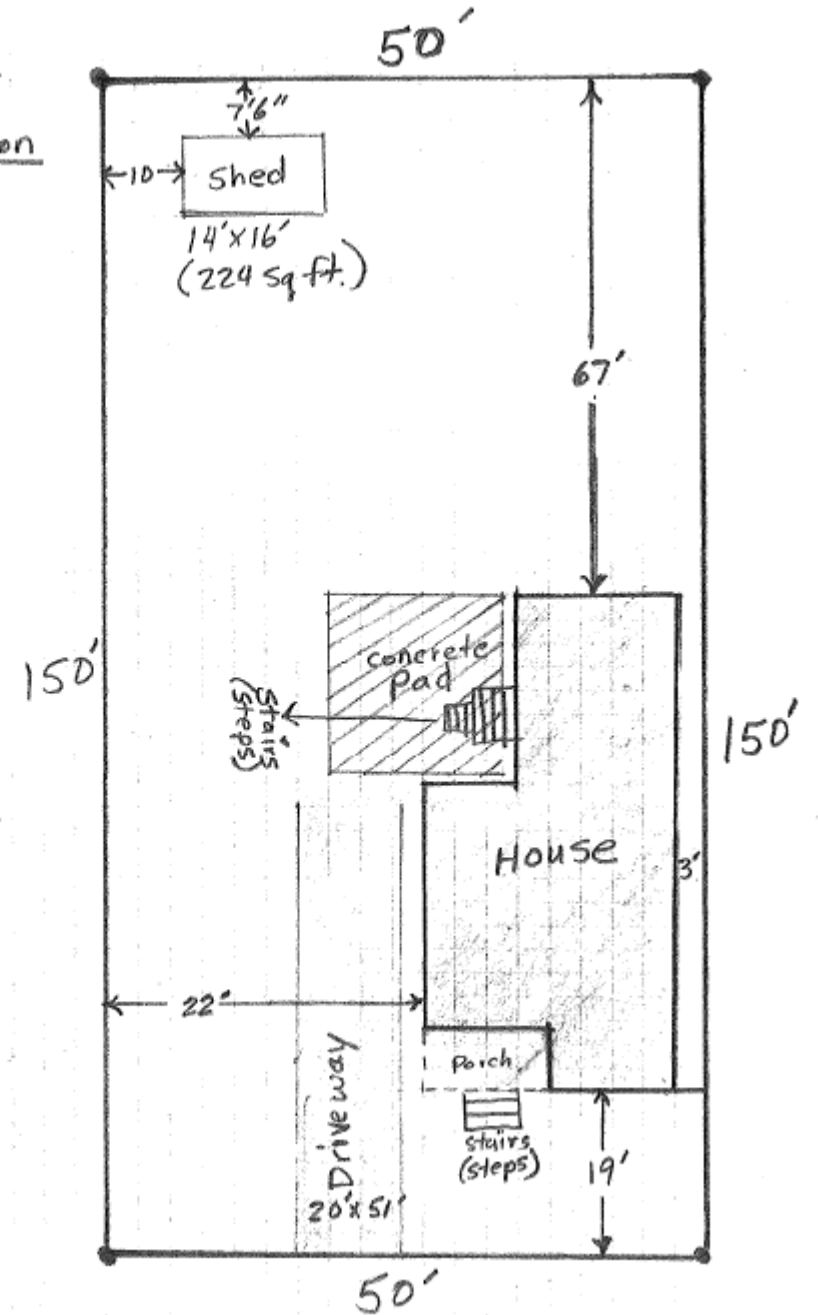


538 Girod Street
Mandeville, La

House Measurements



538 Girod Str.
Mandeville, La
Structure Location



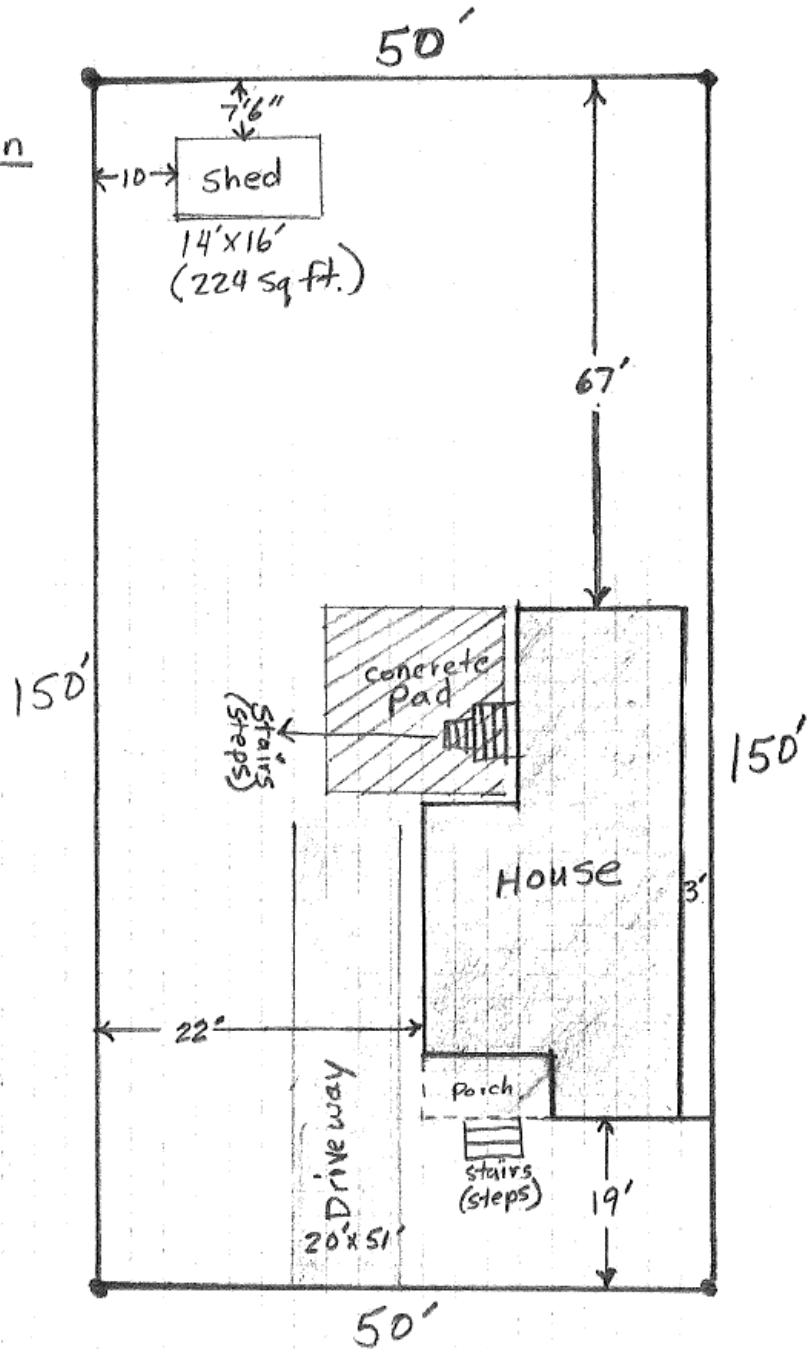
CU26-08-03

Parking:

Lodging (Transient) — Short-term Rental: Whole House Rental requires one parking space per guest room but no less than two spaces for resident occupants. The floor plan submitted shows that there will be three bedrooms requiring three parking spaces on site.

A site plan of the property shows that there will be a 20' x 51' driveway which can accommodate the three parking spaces required at a standard size of 8.5' x 18.5'. The applicant stated that the intention is to remove the existing gate to allow two vehicles to pass one another.

538 Girod Str.
Mandeville, La
Structure Location



Applicant submitted
photos of the exterior



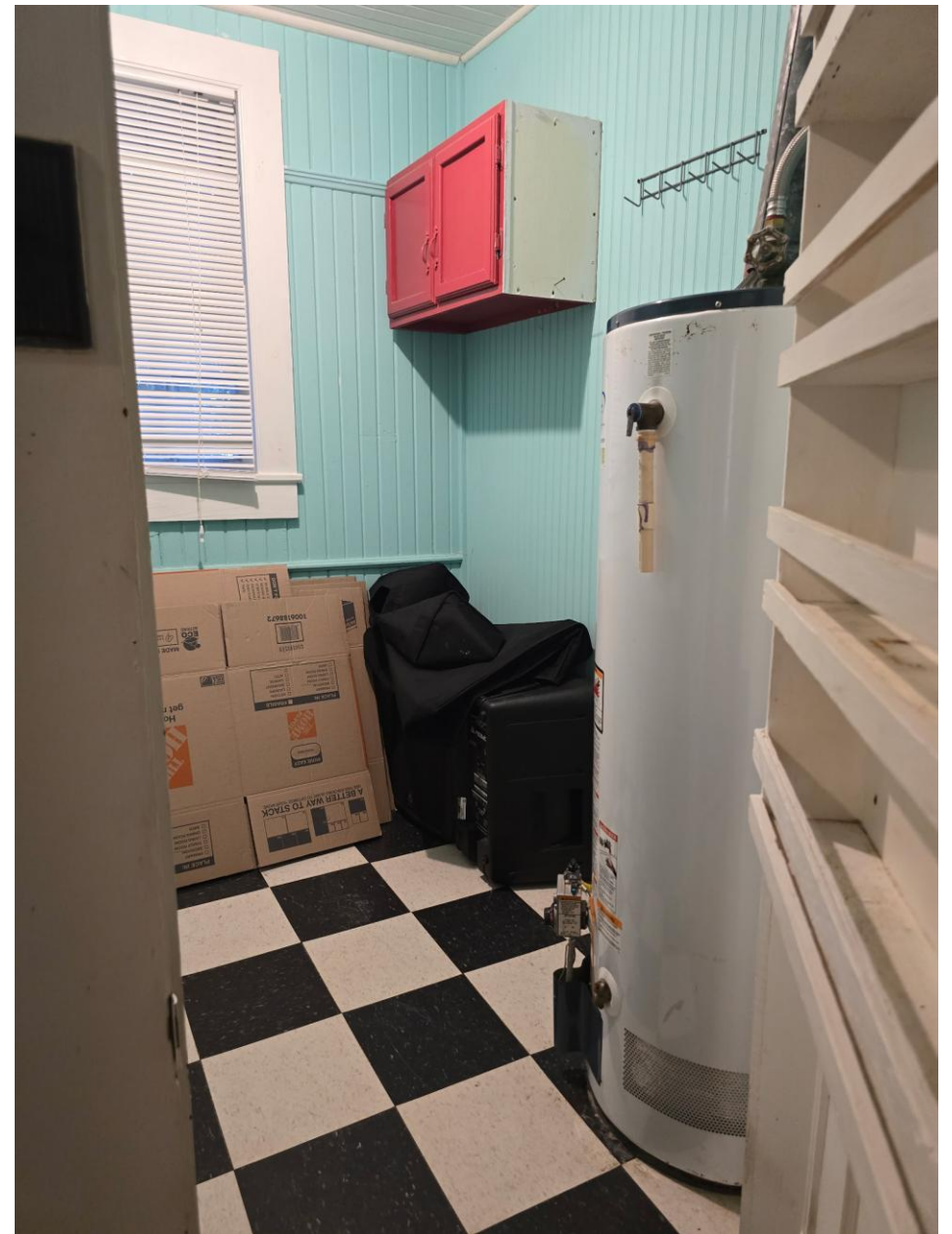
Applicant submitted
photos of the exterior
and porch



Applicant submitted
photos of the exterior



Applicant submitted
photos of the interior



Applicant submitted
photos of the interior



Applicant submitted
photos of the interior



Applicant submitted
photos of the interior



MANDEVILLE
Planning & Zoning
Commission

Applicant submitted
photos of the interior



Applicant submitted
photos of the interior



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Applicant submitted
photos of the interior



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Applicant submitted
photos of the interior



Applicant submitted
photos of the interior



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Applicant submitted
photos of the interior



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Planning & Zoning
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Request

The applicant is requesting to operate a Whole House Short Term Rental.

ORD 26-36

THE FOLLOWING ORDINANCE WAS INTRODUCED BY CITY COUNCIL MEMBER DISCON; AND SECONDED FOR INTRODUCTION BY COUNCIL MEMBER _____

ORDINANCE NO. 26-36

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE APPROVING A CONDITIONAL USE PERMIT FOR THE USE DESIGNATED UNDER CLURO SECTION 6.4.42.3 LODGING (TRANSIENT) SHORT-TERM RENTAL: WHOLE HOUSE RENTAL, LOCATED AT 1939 LAKESHORE DRIVE, BEING A PORTION OF GROUND LOCATED IN SQUARE 2, Lot 3 ZONED B-3 OLD MANDEVILLE BUSINESS DISTRICT, AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, Ordinance 19-34, adopted by the City Council on February 13, 2020, set forth the provisions for the use of Short-term Rentals, including Short Term Rental: Whole House Rental; and

WHEREAS, the City Council adopted Ordinance 25-02 on March 13, 2025, which amended the current provisions for Short-Term Rentals to increase the allowed number of Whole House Rentals by 10 to a maximum of 20; and

WHEREAS, CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental is defined as “*A dwelling where short-term lodging is provided to one party of guest for compensation by the owner of the residence where the owner’s presence on the premises is not required during the guest’s stay*”; and

WHEREAS, Chris and Jonell Bowles, are requesting approval of a Conditional Use Permit for the use designated under CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental located at 1939 Lakeshore Drive; and

WHEREAS, the property located at 1939 Lakeshore Drive is zoned B-3 Old Mandeville Business District and in accordance with CLURO Section 7.8 Table of Permitted Uses by Zoning District a Conditional Use Permit approval pursuant to Article 4 is required to allow the use designated under CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental; and

WHEREAS, in accordance with CLURO Section 8.2.3.5 (E) Citywide Cap for Whole House Rentals, the total number of short-term rental permits for Whole House Rentals shall not exceed twenty (20) at any time. At this time, eighteen (18) Conditional Use applications have been approved by Ordinance; and

WHEREAS, A floor plan and survey have been submitted by the applicant on July 27, 2026; and

WHEREAS, the City Council has received the favorable recommendation of the

Planning Commission of the City of Mandeville for CU26-08-04, voting 7-0; and

WHEREAS, in accordance with CLURO Section 4.3.3 Procedures for Conditional Use Permits, the City Council finds that the proposed use and site plan will serve the best interests of the City of Mandeville by providing a greater mix of lodging opportunity for visitors to the City while still maintaining the character and culture of the neighborhood, and the public health, safety, and welfare of the surrounding community.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mandeville that the City Council does hereby approve the Conditional Use Permit in accordance with CLURO Section 4.3.3 for the use defined under CLURO Section 6.4.42.3 Lodging (Transient) Short-term Rental: Whole House Rental located at 1939 Lakeshore Drive.

BE IT FURTHER ORDAINED, by the City Council of the City of Mandeville that this ordinance shall become effective immediately upon the signature of the Mayor.

BE IT FURTHER ORDAINED that the Clerk of this Council be and she is hereby authorized and empowered to take any and all actions which she, in the exercise of her discretion, deems necessary to promulgate the provisions of this ordinance.

The ordinance being submitted to a vote, the vote thereon was as follows:

AYES:

NAYS:

ABSENT:

ABSTENTIONS:

and the ordinance was declared adopted this ____ day of _____ 2026

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman



MANDEVILLE

A Historic Lakefront Community

Planning and Zoning Commission

CLAIRE DURIO, CHAIRWOMAN
PLANNING COMMISSION

BRIAN RHINEHART, CHAIRMAN
ZONING COMMISSION

CARA BARTHOLOMEW, AICP
DIRECTOR, DEPT. OF PLANNING & DEVELOPMENT

MEMBERS:
SCOTT QUILLIN
ANDREA FULTON
NICHOLAS CRESSY
KAREN GAUTREAUX
PATRICK ROSENOW

CITY OF MANDEVILLE PLANNING COMMISSION RECOMMENDATION TO THE CITY COUNCIL REGARDING CONDITIONAL USE APPROVAL TO OPERATE A SHORT-TERM RENTAL: WHOLE HOUSE RENTAL AT 1939 LAKESHORE DRIVE

The City Council adopted Ordinance 25-02 at the March 13, 2025, meeting. This ordinance increased the allowed number of Whole House Rentals by 10 to a maximum of 20. An application was submitted to the Planning Department on July 27, 2026, by the property owner of 1939 Lakeshore to operate a Short-term Rental: Whole House Rental on site. There have been eight new approvals for Whole House Rentals since the cap increase. As part of the procedure for Conditional Use Approval, any Conditional Use Permit is required to go before the Planning Commission for recommendation.

The Planning Commission held a work session on Tuesday, August 11, 2026, and a voting meeting on Tuesday, August 25, 2026, for case CU26-08-04. The Commission recommends approval of the proposed Conditional Use Permit to the City Council.

The Commission found that the floor plan and site plan are in conformance with the proposed use of a Whole House rental. The Commission felt this use is compatible with the area.

As part of the procedure for Conditional Use Approval, the Commission is required to submit its recommendation and report to the City Council. The Commission voted 7-0 in favor approving the requested Conditional Use Permit.

Attachments:

Case Packet

PowerPoint Presentation

CASE SUMMARY SHEET

CASE NUMBER: CU26-08-04
DATE RECEIVED: July 23, 2026
DATE OF MEETING: August 11, 2026 and August 25, 2026

Address: 1939 Lakeshore
Subdivision: Old Town of Mandeville, Square 2 Lot 3
Zoning District: B-3 - Old Mandeville Business District
Property Owner: Chris and Jonell Bowles

REQUEST: CU26-08-04 – Chris and Jonell Bowles request Conditional Use Approval to allow Lodging (Transient)— Short-term Rental Whole House per the Table of Permitted Uses, CLURO Section 7.8, Old Town of Mandeville, Square 2 Lot 3, B-3 - Old Mandeville Business District, 1939 Lakeshore Drive

CASE SUMMARY: Operate a Whole House Short Term Rental

The applicant owns the property at 1939 Lakeshore Dr., located on the north side of Lakeshore Dr., east of Girod St., and west of Marigny Ave. The property measures 33’ x 250’ and contains 8,250 sqft per a survey prepared by Randall Brown & Associates and dated 8.30.2007. The property is currently improved with a single-family residence.

In March 2025 the City Council adopted Ordinance 25-02 which amended the CLURO to increase the allowed number of Whole House Rentals by 10 to a new maximum of 20. The applicant is requesting to operate a Whole House Short-term Rental out of 1939 Lakeshore. The property contains three bedrooms and two bathrooms. An operating characteristics statement was submitted by the applicant which states that the maximum occupancy will be six guests.

There have been sixteen whole house rentals approved by the City Council, with another two pending ordinance approval. This property would be the final property allowed to operate as a whole house rental if approved.

Parking:

Lodging (Transient) — Short-term Rental: Whole House Rental requires one parking space per guest room but no less than two spaces for resident occupants. The floor plan submitted shows that there will be three bedrooms requiring three parking spaces on site. A parking plan and statement were submitted by the application showing three parking spaces available below the raised residence.

CLURO SECTIONS:

4.3.3.8. Review and Evaluation Criteria

The Planning Director, the Planning Commission and the City Council shall review and evaluate and make the following findings before granting a Conditional Use Permit or Planned District zoning using the following criteria:

1. Comparison with applicable regulations and standards established by the Comprehensive Land Use Regulations applicable to the proposed use and site.
2. Compatibility with existing or permitted uses on abutting sites, in terms of building height, bulk and scale, setbacks and open spaces, landscaping and site development, and access and circulation features.
3. Potentially unfavorable effects or impacts on other existing conforming or permitted uses on abutting sites, to the extent such impacts exceed these which reasonably may result from use of the site by a permitted use.
4. Modifications to the site plan which would result in increased compatibility, or would mitigate potentially unfavorable impacts, or would be necessary to conform to applicable regulations and standards and to protect the public health, safety, morals, and general welfare.
5. Safety and convenience of vehicular and pedestrian circulation in the vicinity, including traffic reasonably expected to be generated by the proposed use and other uses reasonable and anticipated in the area considering existing zoning and land uses in the area.
6. Protection of persons and property from erosion, flood or water damage, fire, noise, glare, and similar hazards or impacts.
7. Location, lighting, and type of signs; and relation of signs to traffic control and adverse effect on adjacent properties.
8. Adequacy and convenience of off-street parking and loading facilities and protection of adjacent property from glare of site lighting.
9. Conformity with the objectives of these regulations and the purposes of the zone in which the site is located.
10. Compatibility of the proposed use and site development, together with any modifications applicable thereto, with existing or permitted uses in the vicinity.
11. That any conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and to ensure compatibility of the proposed use with existing or permitted uses in the same district and the surrounding area.
12. That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare, or community aesthetics, or materially injurious to properties or improvements in the vicinity.

6.4.42.3 Lodging (Transient)— Short-term Rental: Whole House Rental

A dwelling where short-term lodging is provided to one party of guest for compensation by the owner of the residence where the owner's presence on the premises is not required during the guest's stay.



CU26-08-04

Applicant requests Conditional Use Approval to allow Lodging (Transient)— Short-term Rental Whole House per the Table of Permitted Uses, CLURO Section 7.8, Old Town of Mandeville, Square 2 Lot 3, B-3 - Old Mandeville Business District, 1939 Lakeshore Drive

CU26-08-04

The applicant owns the property at 1939 Lakeshore Dr., located on the north side of Lakeshore Dr., east of Girod St., and west of Marigny Ave. The property measures 33' x 250' and contains 8,250 sqft per a survey prepared by Randall Brown & Associates and dated 8.30.2007. The property is currently improved with a single-family residence.



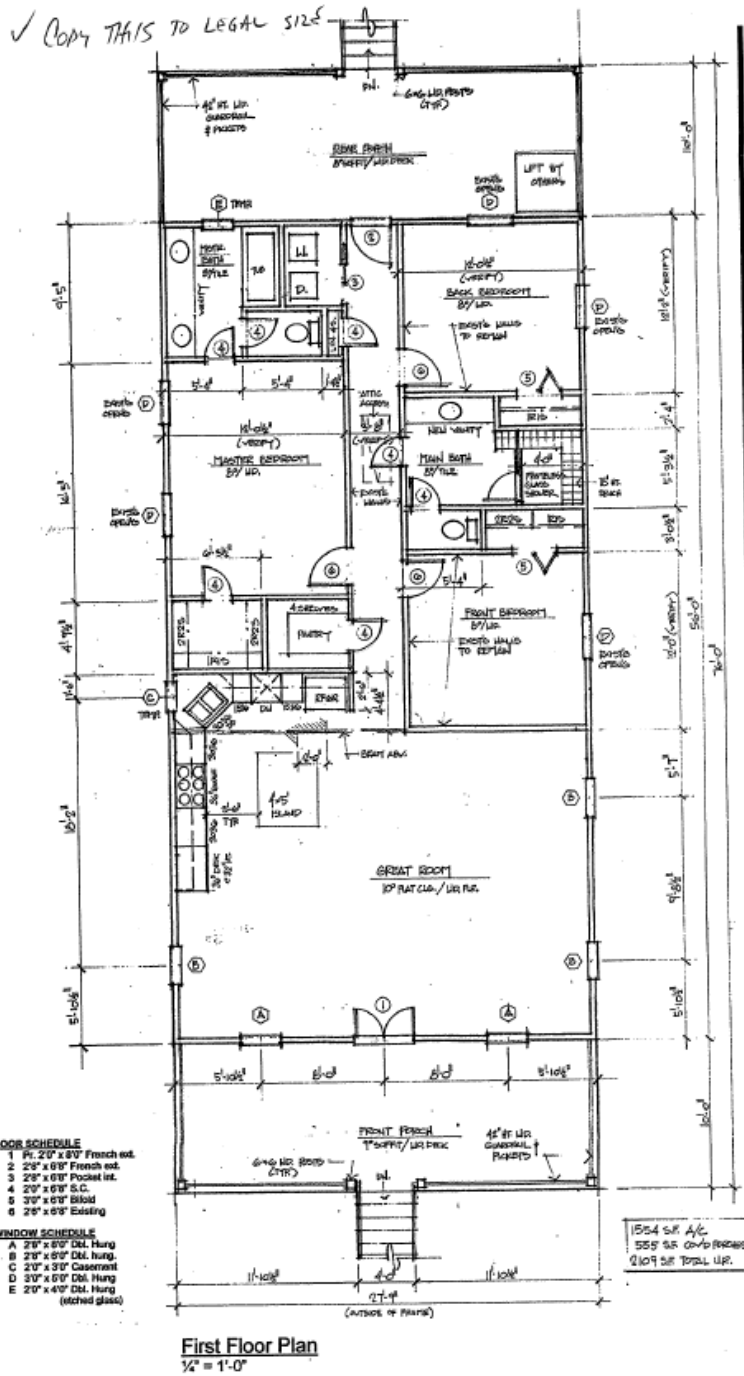
CU26-08-04

In March 2025 the City Council adopted Ordinance 25-02 which amended the CLURO to increase the allowed number of Whole House Rentals by 10 to a new maximum of 20. The applicant is requesting to operate a Whole House Short-term Rental out of 1939 Lakeshore. The property contains three bedrooms and two bathrooms.

An operating characteristics statement was submitted by the applicant which states that the maximum occupancy will be six guests.



MANDEVILLE
Planning & Zoning
Commission



LEMKE+YOUNG
ARCHITECTS, LLP

4330 North Central Exp.
Suite 315
Metairie, LA 70006
504.885.1306
214.825.5001 F.

No.	Date	Revision

Renovation and Addition
for the
McGovern Residence
1939 Lakeshore Drive
Mandeville, Louisiana

Project: 0521
Date: 12.20.25
Drawn by: JLL
Checked by: JLL
Drawing Number: **A1**

CU26-08-04

There have been sixteen whole house rentals approved by the City Council, with another two pending ordinance approval.

This property would be the final property allowed to operate as a whole house rental if approved.

Statement Describing the Nature and Operating Characteristics of the Proposed Use

1939 Lakeshore Drive

Proposed Use

The proposed use is the operation of a whole-house short-term rental located at **1939 Lakeshore Drive, Mandeville, Louisiana**. The property owner is **Jonell Bowles**. The property is an elevated single-family residence located along Lakeshore Drive with three (3) bedrooms and two (2) bathrooms. The living area is situated approximately twelve (12) feet above grade. The home is equipped with an elevator that enhances accessibility for guests with mobility limitations and assists with transporting luggage and supplies. The property also provides stair access to the elevated living area.

The property offers guests the opportunity to enjoy the lakefront setting while maintaining the character and integrity of the surrounding neighborhood. The property will be offered as temporary lodging for visitors, families, and business travelers for stays of less than thirty (30) consecutive days.

Occupancy and Residential Compatibility

The maximum occupancy of the home will be limited to **six (6) overnight guests**, consistent with the size and layout of the residence. The proposed short-term rental use will not change the residential character or physical use of the property. The home will continue to function as a single-family residence, with short-term guests occupying the property on a temporary basis similar to residential use.

The property will be professionally maintained and operated in a manner that preserves the residential character of the neighborhood. Guests will be required to comply with established house rules, including quiet hours, parking requirements, and restrictions on activities that may create a nuisance for neighboring properties.

The property will not be used for weddings, receptions, parties, reunions, corporate events, or other gatherings that exceed the approved occupancy limit. The rental will be limited to overnight accommodations only.

Property Management and Guest Accountability

The property owner, **Jonell Bowles**, will not reside locally but will utilize professional short-term rental management services to oversee the operation of the property. Prior to commencement of short-term rental operations, a designated management representative or local point of contact will be established and available to respond promptly to guest concerns, maintenance needs, or any neighborhood issues that may arise.

Reservations will be managed through established short-term rental platforms. Guest screening, reservation procedures, and house rules will be implemented to promote responsible use of the property and ensure compliance with occupancy, parking, noise, and neighborhood standards.

The owner and management representative will maintain reservation records and guest information as required by applicable regulations. Any guest who violates property rules, occupancy limits, noise restrictions, or other requirements will be subject to termination of their stay.

The property will be routinely inspected, professionally cleaned after each guest stay, and maintained to ensure it remains safe, clean, and consistent with the standards expected of the surrounding neighborhood.

Parking and Site Characteristics

Adequate off-street parking is provided on the property. Parking is available beneath the elevated home as well as in the driveway. The driveway provides space for approximately **three (3) guest vehicles**, and additional covered parking is available beneath the home.

Guests will be instructed to park only in these designated parking areas. No on-street parking will be permitted or encouraged, helping to maintain safe traffic flow and minimize impacts on neighboring properties.

The property is fully fenced, providing privacy and clearly defining the outdoor space for guests.

The property includes a large front porch overlooking Lake Pontchartrain, providing a quiet outdoor amenity for guests to enjoy the property's setting and views. The porch is intended for normal residential use and guest enjoyment and will not be used for events, parties, commercial gatherings, or activities that would create excessive noise or disturbance to surrounding properties. Guests will be required to follow established quiet hours and respect the residential character of the neighborhood.

The property also includes a small courtyard area designed as a residential outdoor amenity for the enjoyment of registered short-term rental guests. The courtyard includes outdoor seating with a table and chairs, as well as a brick oven and grill intended for normal residential use by guests during their stay.

The courtyard, brick oven, and grill are intended solely for the private enjoyment of overnight guests and will not be used for commercial food preparation, catering, events, parties, receptions, or gatherings that exceed the approved occupancy limit. Use of the outdoor amenities will be

subject to the property's house rules, including quiet hours and restrictions on activities that may create excessive noise or disturb neighboring properties.

The property is adjacent to an existing commercial restaurant, creating a transition between commercial and residential uses and helping to minimize potential impacts on nearby residences.

Guest Safety and Property Security

The safety and well-being of guests is a priority in the operation of the short-term rental. The property will be maintained in accordance with applicable building, fire, and safety requirements. The home will be equipped with properly functioning smoke detectors, carbon monoxide detectors where required, fire extinguishers, exterior lighting, and other required safety features.

Because the residence is elevated approximately twelve (12) feet above grade, the property provides additional protection from potential flooding conditions and allows for covered parking and access beneath the home. The home provides both stair access and elevator access to the elevated living area. The stairs, elevator, railings, and exterior access areas will be regularly inspected and maintained to ensure safe operation for guests.

Guests will receive property rules and safety information upon arrival, including emergency procedures, proper use of the elevator, outdoor amenities, and applicable instructions related to the home's elevated design and lakefront location. Guests will also be provided with emergency contact information for the designated management representative.

The property will be secured between guest stays, and routine inspections will be performed to identify and address any maintenance or safety concerns. The owner and management company are committed to maintaining the property in a safe, clean, and well-maintained condition for all guests and the surrounding community.

Maintenance and Compliance

Garbage will be stored in appropriate containers and placed out only on scheduled collection days. Guests will be instructed regarding proper trash disposal and responsible use of outdoor areas to prevent impacts on neighboring properties.

The landscaping and exterior of the property will be regularly maintained to ensure the home remains an attractive and well-kept part of the neighborhood.

There will be no exterior signage, commercial advertising, or alterations to the property that would change its residential appearance or character.

The property will comply with all applicable City of Mandeville zoning, licensing, building, fire safety, and other applicable regulations.



Compatibility with Surrounding Area and Request for Approval

The proposed use is compatible with the surrounding area and is not expected to adversely affect the public health, safety, or welfare. The anticipated traffic generated by the short-term rental is expected to be comparable to that of a typical single-family residence.

The combination of limited occupancy, adequate off-street parking, professional management, regular property maintenance, safety measures, and clearly enforced house rules will help ensure that the property operates responsibly and respectfully.

The owner and management representative will maintain a positive relationship with neighboring property owners and will provide a contact method for reporting concerns or issues related to the operation of the property.

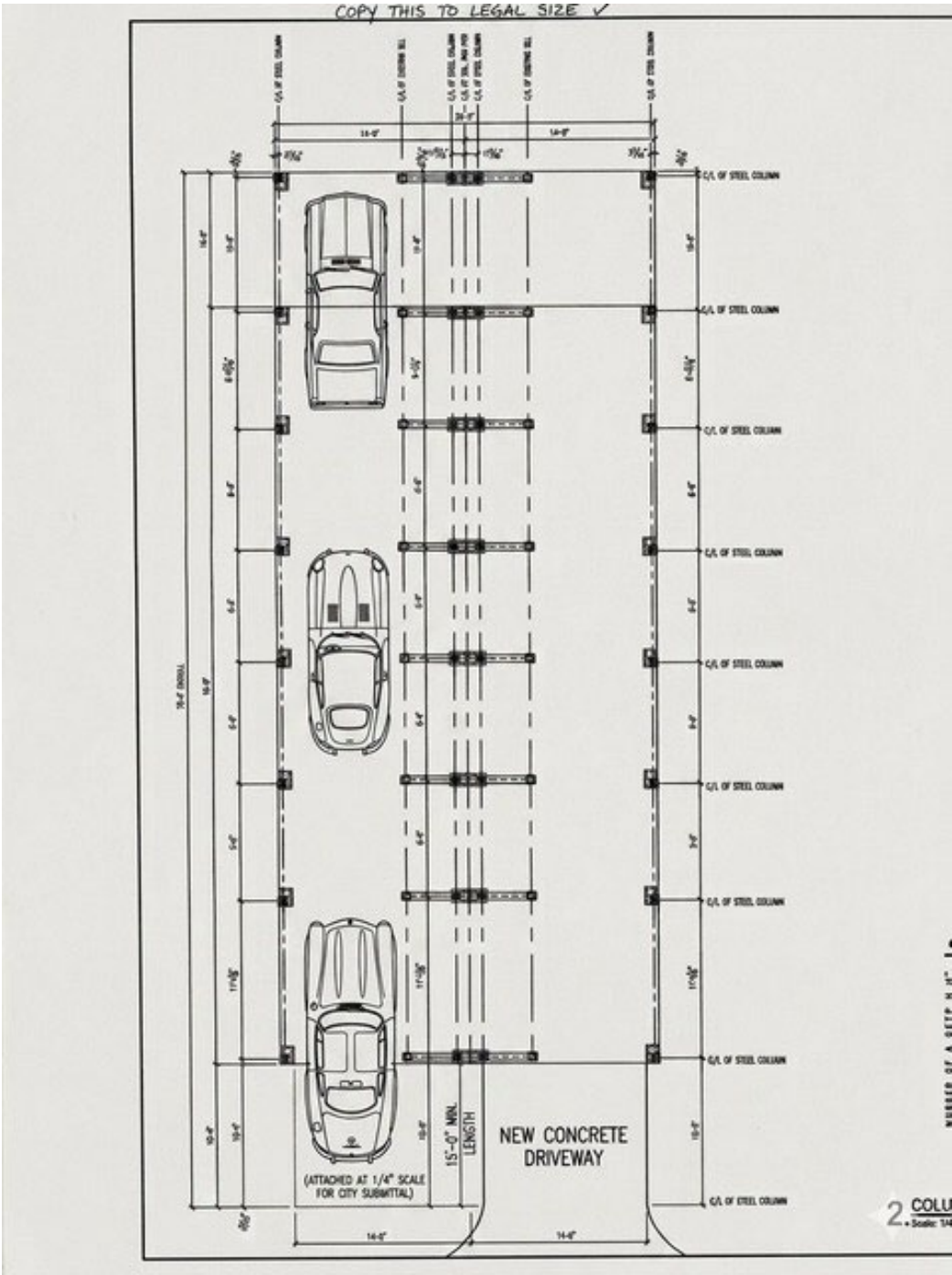
The owner, **Jonell Bowles**, respectfully requests approval of the short-term rental use at **1939 Lakeshore Drive**. The property's design, limited occupancy, professional management plan, available off-street parking, safety features, outdoor residential amenities, and commitment to responsible operation will allow it to provide quality accommodations for visitors while preserving the safety, character, and enjoyment of the surrounding neighborhood.

CU26-08-04

Parking:

Lodging (Transient) — Short-term Rental: Whole House Rental requires one parking space per guest room but no less than two spaces for resident occupants. The floor plan submitted shows that there will be three bedrooms requiring three parking spaces on site.

A parking plan and statement were submitted by the application showing three parking spaces available below the raised residence.



From: [J Bowles](#)
To: [cayman sinclair](#); [Tina Myers](#); [Alex Weiner](#); [Chris Bowles](#)
Subject: Re: Short-Term Rental Request
Date: Friday, July 24, 2026 2:28:47 AM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

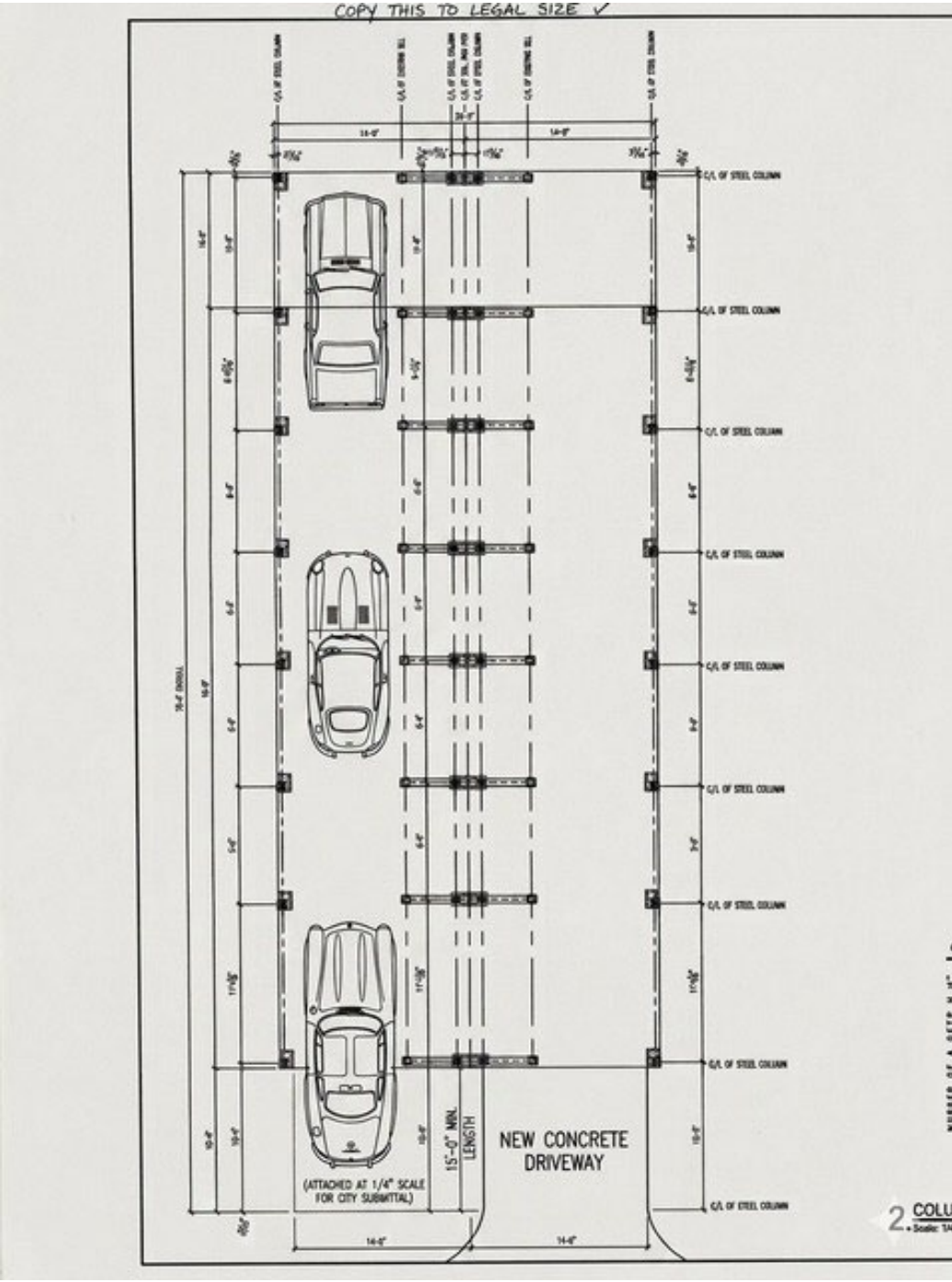
The property is a raised home with adequate off-street parking available beneath and/or on the premises. Sufficient space is provided for residents and visitors to park within the property boundaries, ensuring that vehicles do not need to park on the public street or parking spaces across the street. Access to the parking area is provided via the existing driveway. I will be submitting a site plan for parking.

Thank you ,
Jonell Bowles

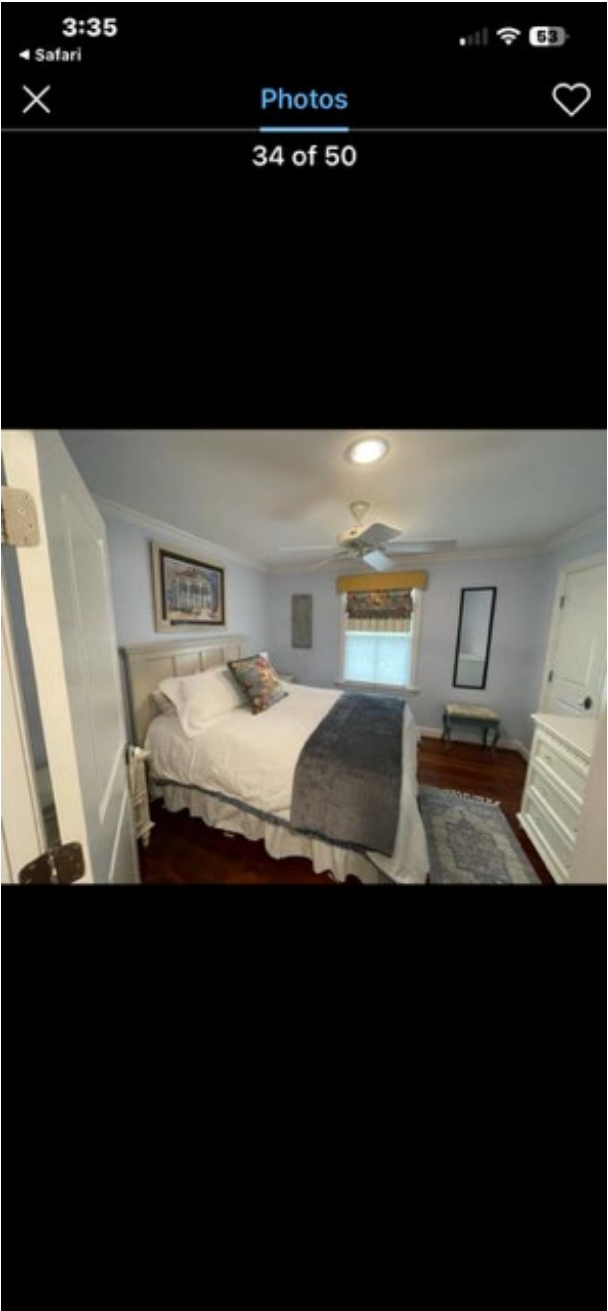
Subject: Short-Term Rental (STR) Parking Site Plan Submittal – 1939 Lakeshore Drive

This application seeks a Short-Term Rental permit for the property located at 1939 Lakeshore Drive, with a proposed maximum overnight guest occupancy of six (6) individuals. As required by municipal zoning codes, a scaled site plan is attached detailing the designated, off-street parking layout. The property features three (3) dedicated, full-sized vehicular parking stalls arranged in a tandem/linear configuration directly underneath the primary structure on the left side of the column grid, measuring 250.50' coverage underneath.

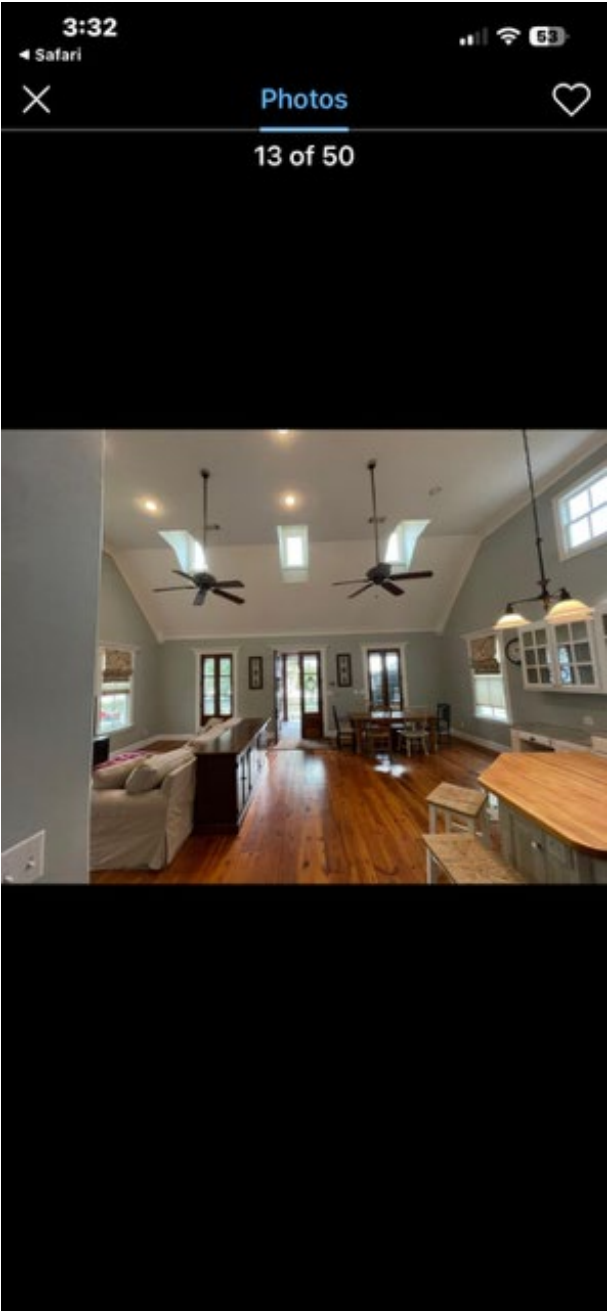
Access to these stalls is provided via the 15-concrete driveway connecting directly to the right-of-way. With three (3) independent off-street parking spaces allocated strictly for guest use, the property provides an excellent parking-to-guest ratio that fully accommodates the maximum occupancy of 6 guests without impacting neighborhood street parking."



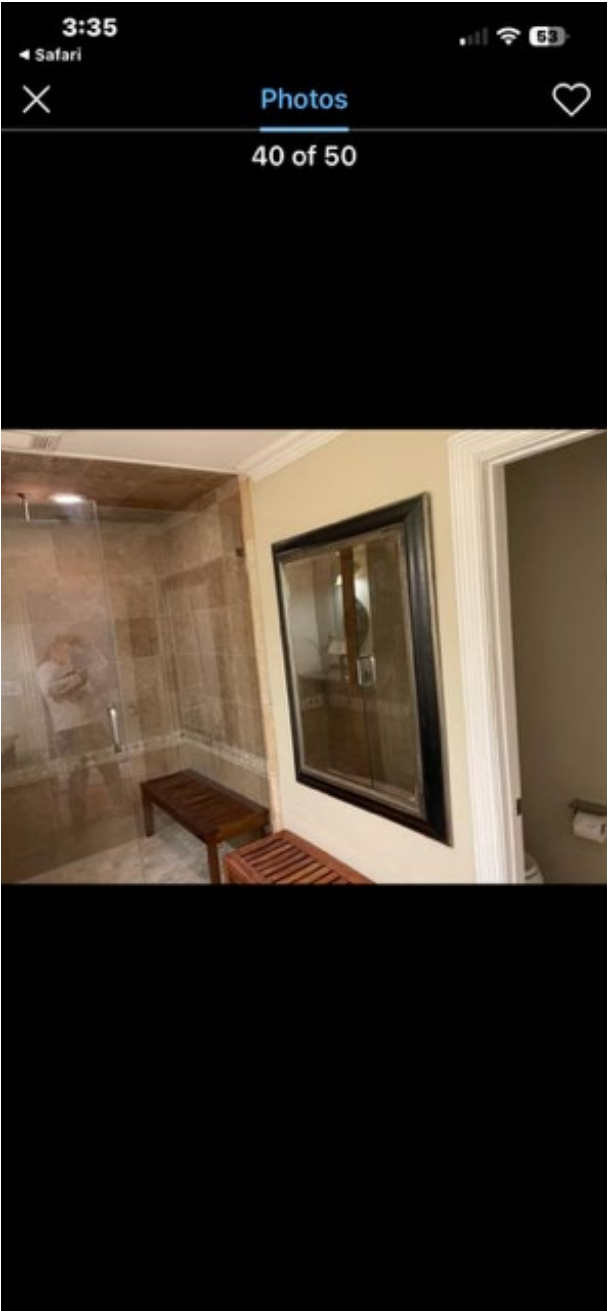
Applicant submitted
photos of the interior



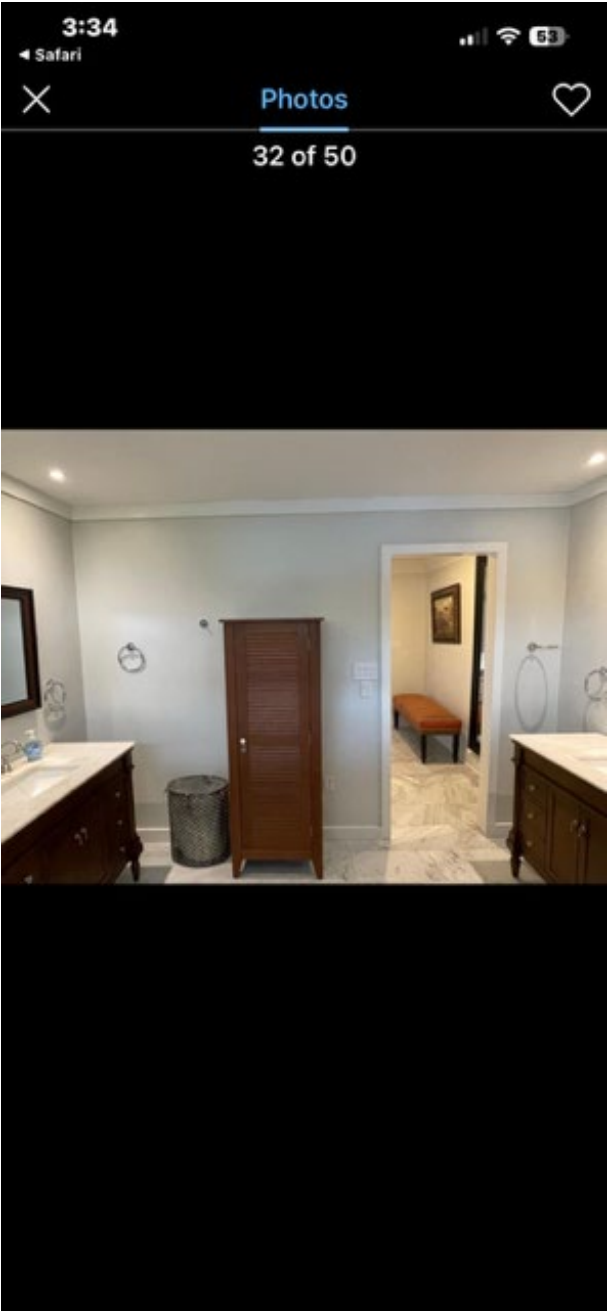
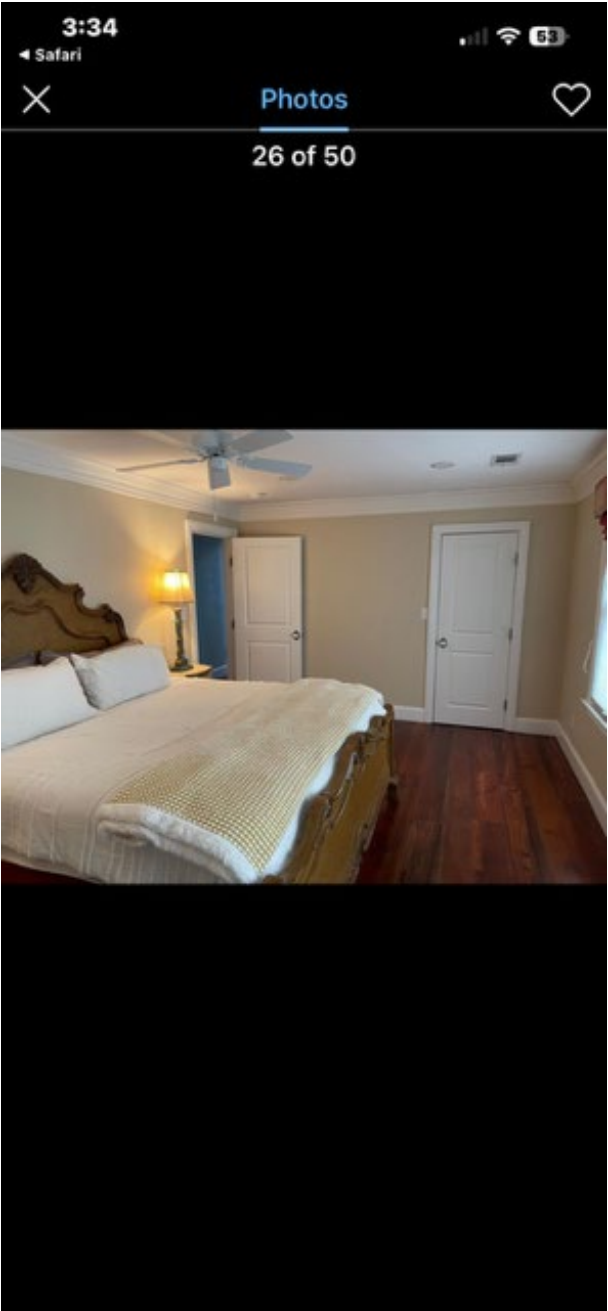
Applicant submitted
photos of the interior



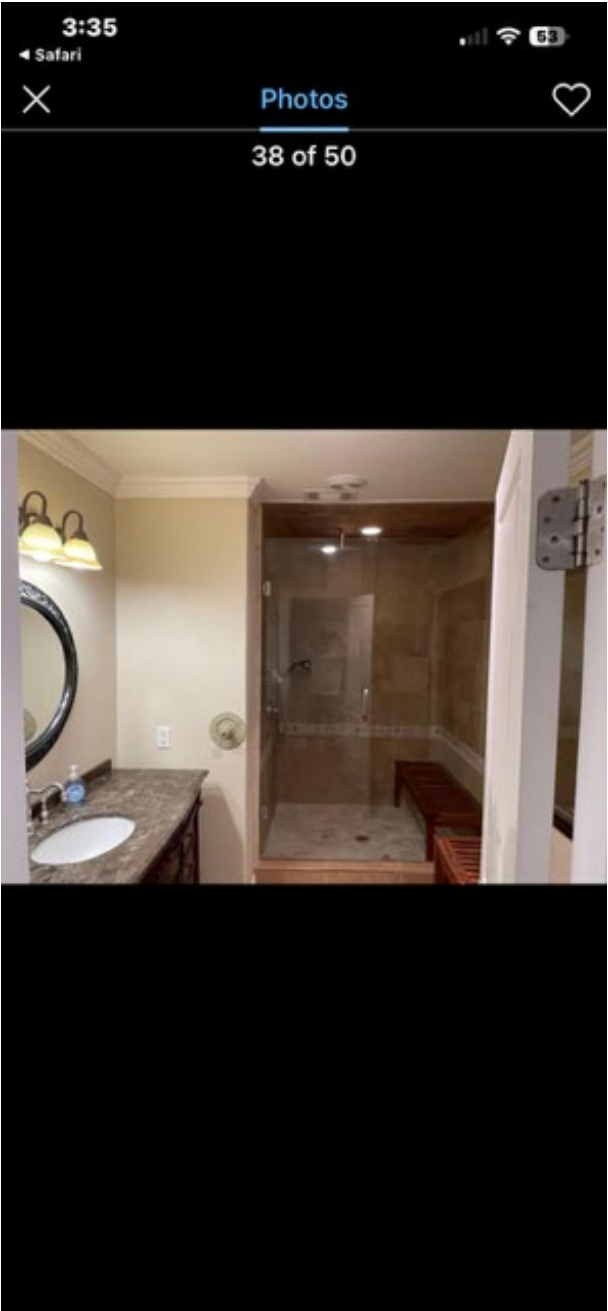
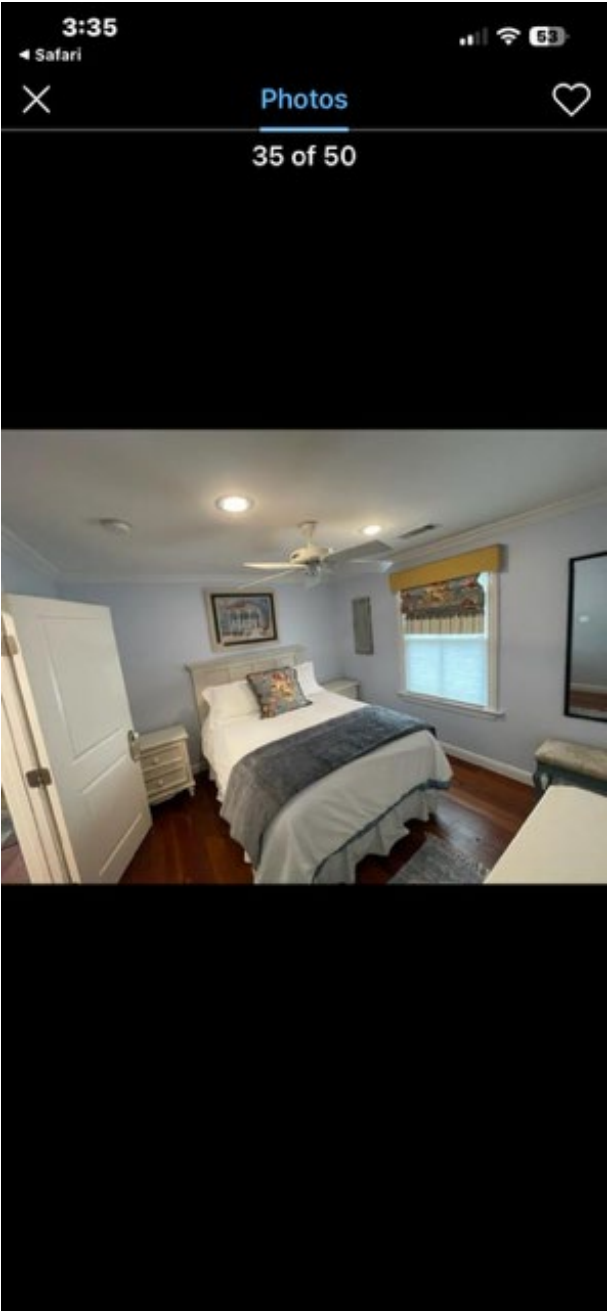
Applicant submitted
photos of the interior



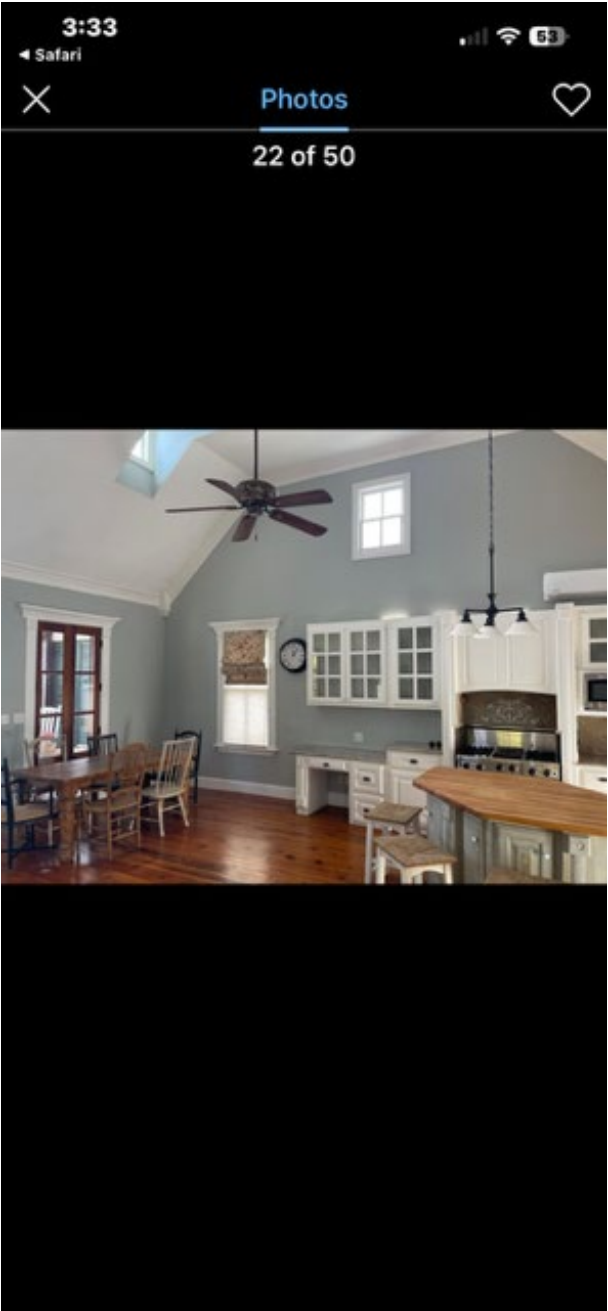
Applicant submitted
photos of the interior



Applicant submitted
photos of the interior



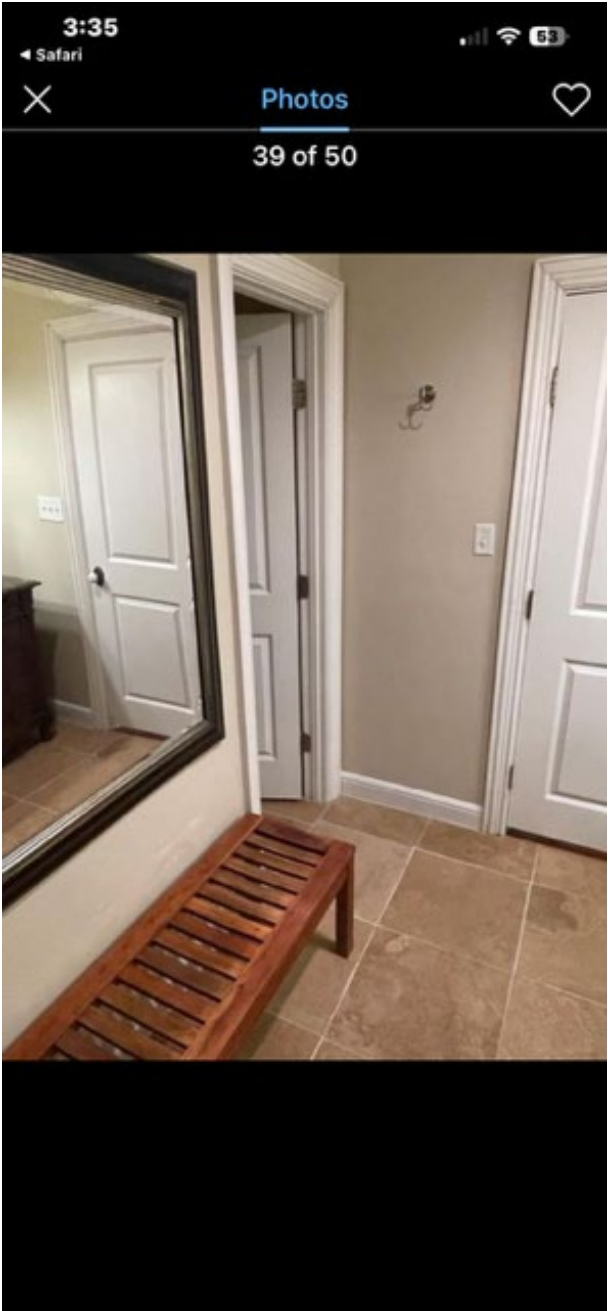
Applicant submitted
photos of the interior



Applicant submitted
photos of the interior



Applicant submitted
photos of the interior



Applicant submitted
photos of the interior



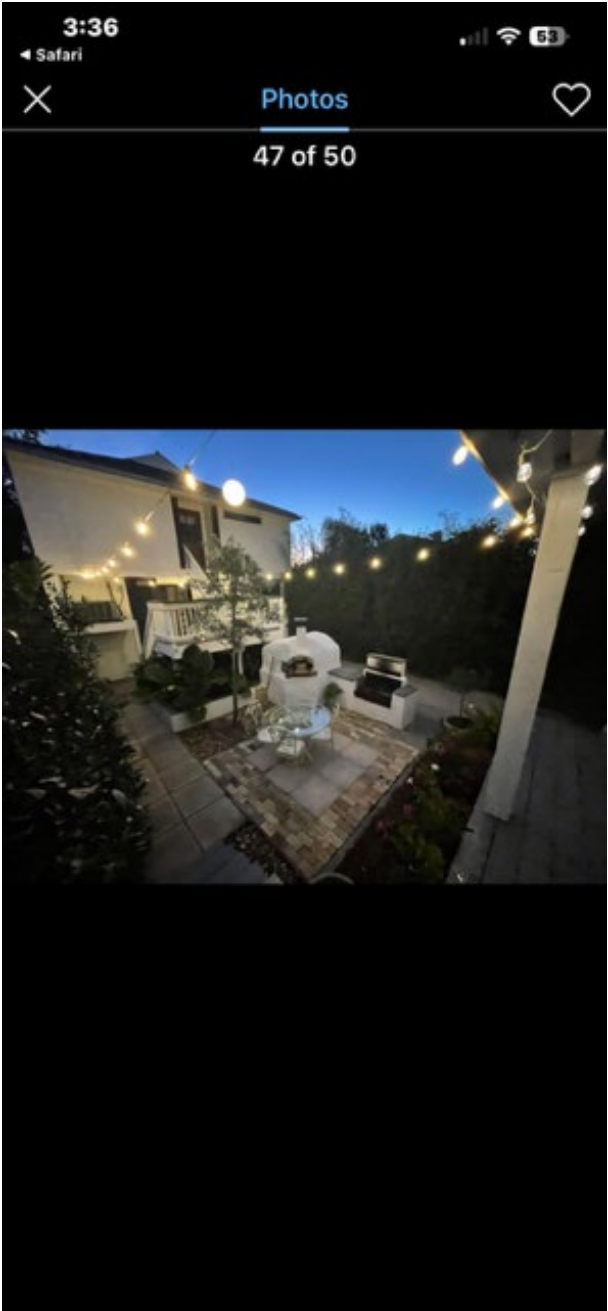
Applicant submitted
photos of the exterior



Applicant submitted
photos of the exterior



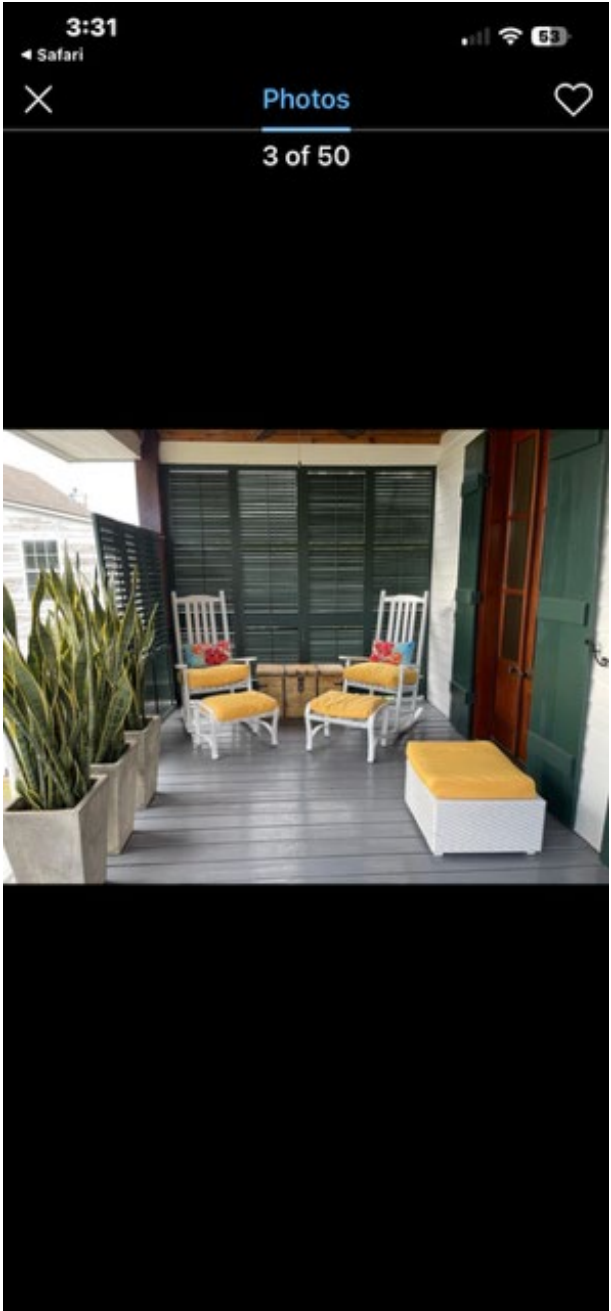
Applicant submitted
photos of the exterior



Applicant submitted
photos of the exterior



Applicant submitted
photos of the exterior







MANDEVILLE
Planning & Zoning
Commission







Accessory structure on
the lot to the east





Accessory structure on
the lot to the east





Accessory structure on
the lot to the east



Request

The applicant is requesting to operate a Whole House Short Term Rental.



DEVIBE NAIL

Mandeville LA Occupational Chain Store License Renewal
P.O. Box 830900,
Birmingham, AL 35283-0900.
Phone 800-556-7274



neumo 
Previously Avenu Insights & Analytics

Liquor License Application

1. Liquor license to be issued to: DeVibe Nail Lounge and Salon
2. Legal name(s): Individual, Partners, or Corporation LLC DeVibe Nail Lounge and Salon LLC
3. Apply for: Class "A" ☒ Class "B" ☐ / High Content ☒ Low Content ☒ / Restaurant ☐
4. Business location address: 2820 E Causeway Approach, Ste. A, Mandeville, LA 70448
Telephone (985) 789-3789
5. Mailing address 2820 E Causeway Approach, Ste. A, Mandeville, LA 70448
6. Contact Person An Nguyen Phone Number (985) 445 6786
E-Mail Address: annguyen11208@gmail.com Fax Number () Web Address ()
7. Type of organization: ☐ Individual (Complete line A only) ☐ Partnership ☐ Corporation ☐ Non-Profit ☒ LLP ☒ LLC ☐ Other
8. If a Corporation, LLC, LLP, or Partnership, supply name, title, social security #, home address and telephone # of all officers, members, managers, partners, agents or other representative. The list of names below should each furnish a notarized Schedule "A".
 - A. AN NGUYEN Owner [Redacted] 100%
Name Title SSN
Resident Address City State Zip Home Phone Number
 - B. _____
Name Title SSN % Owned
Resident Address City State Zip Home Phone Number
 - C. _____
Name Title SSN % Owned
Resident Address City State Zip Home Phone Number
9. Is this application by a new owner to take over an existing business that has been selling liquor regularly and continuously to the present time? No If yes, list.
Trade name Owners name Address License #
10. Does applicant hold State or City of Mandeville liquor license for current year at any other location?
No If yes: Name _____ Location: _____
11. Has applicant applied for state liquor license? _____
12. Has the applicant ever been denied a state or local liquor license? No
13. Is premise located in an area where the sale of liquor is prohibited by local or state laws? No
14. Is applicant the owner of the premises to be occupied? Yes
If no, does applicant hold a bona fide written lease? _____ (Supply copy of lease with application.)
15. If premises leased, give name and address of lesser. _____
16. Describe the part of the building to be occupied by business: Salon
17. Open date for this location 5/27/2026
18. Describe in detail your business. i.e.: Type of sales, activity, or service you perform:
Nail salon and spa and hair services

An original approved **Sales Tax Clearance Certificate** must be attached to the application, requested from the St. Tammany Parish Sales Tax Department. Visit https://www.stpsa.com/divisions/finance_and_administration/salestax.php for forms and to register online.

I affirm that the information given on this application is true and correct.

Signature of Applicant [Signature] AN NGUYEN Title: Owner
Signature of Preparer _____ Date 8/18/26

Mandeville, LA Occupational License Application
Schedule A
P.O. Box 830900,
Birmingham, AL 35283-0900.
Phone 800-556-7274



neumo 
Previously Avenu Insights & Analytics

**Schedule "A" To Accompany Liquor License Application
Must be Notarized**

Where a manager or agent is employed this schedule must be executed by that person, and by each member of a partnership or stockholder of a corporation owning more than five per cent (5%) of capital stock of corporation, or any financial backer of the business which make application for license as provided for by Chapter 2, Title 26, of the Louisiana Revised Statutes of 1950, as amended.

1. Trade Name of Business DeVibe Nail Lounge and Salon LLC
2. What is your name? AA NGUYEN
3. Residence address? [REDACTED]
4. Date of Birth [REDACTED] Place of Birth [REDACTED] City [REDACTED] State [REDACTED] Zip [REDACTED]
5. Sex [REDACTED] Race [REDACTED] Driver License# [REDACTED] State [REDACTED]
6. Are you a citizen of the United States and the State of Louisiana and over 21 years of age? Yes
7. Have you resided in the State of Louisiana continuously for a period of not less than two (2) years next preceding the date of filing this application? Yes
8. Have you been convicted of a felony under the laws of the United States, the State of Louisiana or any other state or country? No
9. Have you been convicted in this or any other state or by the United States or any other country of soliciting for prostitution, pandering, letting premises for prostitution, contributing to the delinquency of juveniles, keeping a disorderly place or illegal dealing in narcotics? No
10. Have you been convicted or had judgment against you involving alcoholic beverages by this state or any other state or the United States within five (5) years prior to the date of this application? No
11. Have you had a certification of qualification to dispense alcoholic beverages issued by any other parish, municipality or state suspended or revoked? No
12. If married is husband or wife eligible for license? Yes
13. Have you or your spouse any interest in an establishment holding a current liquor license? No
If so, list the following:

Trade Name	Address	Kind of Business	License #	%Owned
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14. Have you ever used any other name than the one given herein? No

Name	Placed Used	Date
------	-------------	------

AFFIDAVIT

I swear (or affirm), that I have read each of the questions in this Schedule AA@ and that the answers which I have given are true and correct to the best of my knowledge, that I meet the qualifications and conditions set out in LA R.S. 26:279; and I further swear (or affirm) that I have no interest in any establishment holding a Liquor License other than the type required for the operation of the above captioned business. It is understood that any misstatement or suppression of fact in an application or Schedule AA@ affidavit is a ground for denial of a license.

Subscribed and sworn to me before this 18th day of August, 20 26.

[Signature]
Notary Public

[Signature]
Signature of Applicant

Returned Check Disclaimer: Effective July 1, 2010, each returned item received by Neumo due to insufficient funds will be electronically represented to the presenters' bank no more than two (2) business days after the date of the return. Neumo is not responsible for any additional bank fees that will accrue due to the resubmission of the returned item. Please see the full returned check policy at <https://www.neumo.com>.





Campaign No.	198376
Today's Date	21 Aug 2026
P.O. Number	DeVibe Nail Lounge and Salon LLC ATC
Sales Rep	Melanie Mack

bill-to

DeVibe Nail Lounge and Salon LLC
 2820 E Causeway Approach Ste A
 MANDEVILLE, LA 70448
 Tel: 985 789-3789

advertiser

DeVibe Nail Lounge and Salon LLC
 2820 E Causeway Approach Ste A
 MANDEVILLE, LA 70448
 Tel: 985 789-3789
 Account No: 158823

campaign summary

Description	DeVibe Nail Lounge and Salon LLC ATC
Start Date	9/2/2026
End Date	9/9/2026

cost summary

Campaign Amount	
Estimated Tax	\$0.00
Pre-payment Amount	
Total	\$0.00

Pre-Payment Details

Pre-Payment Amount	Pre-Payment Date	Pre-Payment Card No.
208.76	8/21/2026	

advertisement

Line No.	Product	Description	Issue / Run Date	Size		Amount
642278	St. Tammany Farmer Advocate	STF Legal Open	9/2/2026			
DeVibe Nail Lounge and Salon LLC is applying to the Office of Alcohol & Tobacco Control of the State of Louisiana for a permit to serve beverages of high and low alcohol content at						

Line No.	Product	Description	Issue / Run Date	Size	Amount
		alcohol content at salon in the Parish of St. Tammany at the following ad- dress: 2820 E Causeway Approach, Suite A, Mandeville, LA 70448 DeVibe Nail Lounge and Salon LLC member: An Nguyen 198376 Sept. 2, Sept. 9, 2t [REDACTED]			
642279	St. Tammany Farmer Advocate	STF Legal Open	9/9/2026		
		DeVibe Nail Lounge and Salon LLC is applying to the Office of Alco- hol & Tobacco Con- trol of the State of Louisiana for a per- mit to serve bever- ages of high and low alcohol content at salon in the Parish of St. Tammany at the following ad- dress: 2820 E Causeway			

Line No.	Product	Description	Issue / Run Date	Size	Amount
		2020 E Causeway Approach, Suite A, Mandeville, LA 70448 DeVibe Nail Lounge and Salon LLC member: An Nguyen 198376 Sept. 2, Sept. 9, 2t			

COPY OF ADVERTISEMENT

P&Z MEMBER

BRIAN JAMES RHINEHART
712 Carondelet, Mandeville, Louisiana 70448
[REDACTED]

August 05, 2026

Mandeville City Hall
3101 E. Causeway Approach
Mandeville, Louisiana 70448

Subject: Planning & Zoning Commission Appointment – Term starting 2026

ATTN: City Council Clerk & Honorable City Council Members,

This letter, together with the accompanying resume, is respectfully submitted in response to the Council's call for applications for the Planning & Zoning Commission seat commencing August 31, 2026 and expiring August 31, 2033.

While employed with Freeport-McMoRan, I have twice been directly involved in the planning, engineering, and construction of towns developed entirely from the ground up. Both projects were greenfield developments, requiring the design and implementation of all infrastructure, including roads, utilities, permitting, and coordination with regulatory authorities.

This experience was demanding and required careful attention to detail across civil, mechanical, and electrical disciplines and reinforced the importance of thoughtful, comprehensive planning. The perspective gained from these projects will allow me to continue to contribute meaningfully to the City of Mandeville's ongoing commitment to responsible growth and historic preservation.

I grew up locally in Big Branch, and graduated from Mandeville High, class of 1977, relocating from Big Branch to Mandeville proper in 1986 and have been domiciled in Mandeville ever since. It would be an honor to continue serving the community I grew up in and love, by continuing to serve on the Planning & Zoning Commission.

In September of 2021, I was honored by my fellow commissioners by being nominated and elected as Chairman of the Zoning Commission. I was humbled and honored then, and even more so now, as they have reelected and confirmed me as Chairman every year in the past four years.

Please feel free to reach out if you have any questions – I genuinely appreciate your consideration of my reappointment for the vacancy beginning August 31, 2026.

Sincerely,

Brian J. Rhinehart

CC: [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

BRIAN JAMES RHINEHART

712 Carondelet, Mandeville, Louisiana 70448

An experienced professional with a record (domestic and overseas) for a Fortune 250 company with average annual revenue of \$20 billion.

Task oriented supply chain leader with a steady record of developing and executing plans that result in measurable business improvement. Advanced data & process-driven strengths, with experience in evaluating and implementing tools for positive business impact.

Key strengths include consistent success in creating and developing high performance teams and relationships that deliver visible impact. The ability to negotiate on a corporate level with Senior Executives, exceptional communication and organizational skills, and the ability to identify and creatively solve problems. Possession of a strong background in the development and use of information technology in support of Supply Chain Management (SCM).

CAREER SUMMARY

PROFESSIONAL EXPERIENCE (INTERNATIONAL)

FREEPORT MCMORAN COPPER & GOLD Johannesburg, South Africa

Freeport-McMoRan Copper & Gold Inc. (FCX) is a Fortune 250 company, and is a leading international mining corporation. FCX operates large, geographically diverse mining assets with significant proven and probable reserves of copper, gold and molybdenum. Freeport-McMoRan trades on the New York Stock Exchange (NYSE) under the symbol "FCX."

Global Supply Chain (2008 - 2022)

In direct support of FCX's Tenke Fungurume Mining project in the Democratic Republic of Congo (DRC), responsible for establishing from the ground up, Freeport's regional procurement & support office in Johannesburg, South Africa, and helping facilitate and construct a company town for employees, contractors, and local inhabitants. Challenges included securing & establishing office space; determining personnel manpower requirements, and sourcing & hiring of national expertise. Establish corporate bank accounts; ensure compliance with local & national regulatory agencies, and develop & implement standard operating procurement strategies and procedures.

Specific contributions include:

- Hired and developed staff to meet procurement and inventory performance objectives and deadlines.
- Implemented Global Supply Chain (GSC) initiatives and objectives, tracked performance against those objectives, and regularly provided feedback to employees, both verbally and in writing, in an effort to meet those objectives. Integrated best practice tools and procedures that created value to the supply chain.
- **Participated in organizing, planning, engineering and constructing all aspects of a town e.g. hospital, school, supermarket, golf course, administration buildings, fire station, water treatment plant, etc.**
- Spearheaded Procurement software module implementation of two corporate ERP conversions, Ellipse, and SAP.
- Developed relationships and open communication plans with peers in operations, maintenance, and admin functions.
- Ensured supply chain initiatives were aligned with objectives and priorities of operations and corporate strategies.
- Evaluated / managed online tools to provide end-user customers with visibility to ordered materials and services.
- Developed, and then monitored supply chain metrics to guide organizational performance in supply of strategic commodities. Developed action & risk management plans to proactively escalate where required by performance

deficiencies.

- Managed organizational structure to best leverage and develop employee resources for operations & projects, including international procurement, logistics, and materials management teams in North America, Australia, and Asia.
- Oversee third party providers of warehousing & logistics, to ensure all purchased material is received, checked, stored, and consolidated safely & efficiently in accordance with Federal and State Government guidelines, and that all Import & Export shipping documentation is processed correctly within set Governmental Customs regulations.

P.T. FREEPORT INDONESIA (PTFI) Irian Jaya, Indonesia

PTFI is a subsidiary of Freeport-McMoRan Copper & Gold Inc., with operations located on the island of New Guinea. P.T. Freeport Indonesia is one of the world's largest and lowest cost copper & gold producers, engaged in the exploration, mining, and milling of copper, gold and silver.

Strategic Procurement (1998 - 2008)

Accountable for cooperatively developing and implementing supply chain management strategy and supporting programs. Identified and developed strategic partners and established long term relationships with existing suppliers.

Specific contributions include:

- 2.8 million documented tender savings.
- **Instrumental in organizing, planning, engineering and constructing all aspects of a town e.g. hospital, school, supermarket, golf course, administration buildings, fire station, hotel, water treatment plant, etc.**
- Facilitating the negotiation and implementation of 21 Forward Purchase Agreements (FPA's) for an annual buy of \$128 million.
- Spearheading software implementation of "purchase order by-passing" resulting in 84,858 inventory line items (or 48.7% of total inventory lines) passing directly to strategic alliance partners.
- Authoring, developing, and implementing computer generated "Buyer" and "Supplier" benchmarking statistical tools using Business Objects software.
- Successfully participating in the "Indonesian Counterpart" program to develop and cultivate qualified national employees for high-level management positions.

Purchasing & Material Handling (1996 - 1998)

Organizationally responsible for a staff of 97 people. Accountable for the comprehensive procurement needs of approximately 12,000 personnel and their families including Indonesian nationals, Filipinos, American, Australian and other expatriates located in the highly remote and isolated area of Tembagapura, Irian Jaya. **This position includes the procurement of all capital and operational mining & milling equipment, as well as infrastructure material to construct a company town for employees, contractors, and local inhabitants i.e. school, hospital, hotel, city square, administration buildings, fire station, supermarket, etc.**

Project Team Leader Materials & Logistics - Engineering & Construction (1994 - 1996)

Organizationally responsible for a staff of 274 people. **Manager & Team Leader for construction procurement and warehousing activities for \$900 million Mining & Milling expansion project boosting daily production from 115k metric tons per day to 190k metric tons per day and helping facilitate and construct a company town for employees, contractors, and local inhabitants.**

Project Team Leader Procurement & Logistics - Engineering & Construction (1992 - 1994)

Organizationally responsible for a staff of 106 people. Coordinated construction procurement and warehousing activities for \$700 million Mining & Milling expansion project boosting daily production from 52K metric tons per day to 115K metric tons per day.

PROFESSIONAL EXPERIENCE (DOMESTIC)

FREEPORT-McMoRan SULPHUR L.L.C. New Orleans, Louisiana

A subsidiary of McMoRan Exploration Co., a natural resource company headquartered in New Orleans, Louisiana, engaged in oil & gas exploration, and sulfur production. McMoRan Exploration Co. is traded on the NYSE under the symbol MMR.

Purchasing (1989 - 1993)

Responsibilities included; contract negotiation, procurement of capital equipment & material at an average monthly value of \$1,000,000. Interviewing and selecting vendors qualified to conduct business with Freeport- McMoRan, preparation of formal request for quotations, evaluation of tenders, and awarding purchase orders and contracts. Systems Administrator for Purchasing Department's LAN.

Logistics (1987 - 1989)

Coordinated and monitored the movement of material and supplies through Freeport-McMoRan's foreign and domestic staging terminal. This facility has an operating budget of 1.5 million and maintains an inventory of 3.2 million. The position entails constant interaction with public and corporate personnel, and the immediate supervision of (11) people.

Materials Accounting (1984 - 1987)

Conducted subsidiary and general ledger analysis. Maintained material accounting records for four warehouses and two receiving terminals. Prepared and documented journal entries pertaining to; equipment transfer, fixed asset depreciation and asset obsolescence.

PUBLIC SERVICE — CITY OF MANDEVILLE

CITY OF MANDEVILLE PLANNING COMMISSION & ZONING COMMISSION — Mandeville, Louisiana

Commissioner (2019 – present)

Chairman, Zoning Commission (2021 – present)

Vice-Chairman, Planning Commission (2021 – present)

Appointed by the City Council to a seven-year term, Elected Chairman of the Zoning Commission by fellow commissioners in September 2021 and re-elected in each of the four years since.

- This position presides over the Board of Adjustment proceedings, including variance and exception applications under CLURO § 4.3.4, and over Special Use and Conditional Use Permit hearings.
- Reviews subdivision, site plan, and zoning map amendment applications for consistency with the CLURO and the Mandeville Comprehensive Plan.
- Participates in the ongoing comprehensive rewrite and recodification of the CLURO, including section-by-section review of draft packets and formal recommendations to the City Council.
- Maintains annual APA-sanctioned continuing education requirements as outlined under CLURO § 2.1.2.

MILITARY SERVICE - UNITED STATES COAST GUARD 1977 To 1982

Petty Officer Second Class (E5). Primary mission; Search & Rescue, Drug Interdiction. Collateral duties; submit and review bids, contracts and purchase orders. Supervise and maintain warehouse staffed with 20 people. Superior knowledge of material handling procedures.

COMPUTER EXPERIENCE

Power user of electronic spreadsheets (Lotus and Excel) and a Louisiana State certified instructor of LOTUS 123. Experienced in implementing Enterprise Resource Planning (ERP) software. Proficient with inventory & purchasing software packages i.e S.A.P. Computer Power Group (CPG), MIMCOM (ELLIPSE & MIMS). Strong background in the development and use of information technology in support of Supply Chain Management.

LANGUAGES – Conversational - Bahasa Indonesian.

EDUCATION

- LOYOLA UNIVERSITY, New Orleans, Louisiana. Degree Awarded: Bachelor of Applied Science.
- MANDEVILLE HIGH SCHOOL, Louisiana – Class of 1977

CERTIFICATION

- **C.P.SM.** Certified Professional in Supply Management
- **C.P.M.** Certified Purchasing Manager
- **A.P.P.** Accredited Purchasing Professional

CHARLES J. GUINCHARD
635 Carroll St
Mandeville, LA 70448

Objective: Dedicated community member since 1997 seeking appointment to the City of Mandeville Planning and Zoning Commission to support thoughtful land-use decisions that balance growth with the preservation of our City's character. Committed to fair, transparent, and informed review of zoning matters that serve the long-term interests of Mandeville residents.

Professional Experience:

PRESIDENT & BOARD MEMBER, OLD MANDEVILLE BUSINESS ASSOCIATION (OMBA), Mandeville, LA
January 2023 - Present

- My involvement in OMBA has been a wonderful way to help our community grow and prosper. I look forward to many years working in Mandeville for a better future.
- I lead a 9 person board that serves the interests of our over 150 members.
- Old Mandeville Business Association (OMBA) is a non-profit organization made up of a network of businesses in the Old Mandeville area and resident members which share the same commitment to serve, support, and advance the interests of local commerce while remaining true to the unique, soulful spirit of the Old Mandeville community.

PHOTOGRAPHER AND VIDEOGRAPHER, CHARLES GUINCHARD PHOTOGRAPHY, Mandeville LA
May 2018 - Present

- I produce live broadcast media for motorsport events across the country.
- I provide content for rebroadcasts on CBS Sports.
- I manage a team of photographers for large corporate events.
- I produce independent freelance photography across the country predominantly in motorsports.

PUBLIC INVOLVEMENT MANAGER, DOWL, Anchorage AK
February 2015 – October 2016

- I offer management, assistance and/or advice for all of DOWL clients' public involvement (PI) needs. I am experienced at facilitating open houses and coordinating between clients and stakeholders including businesses and special interest groups.
- I have successfully promoted innovative and holistic PI methods that are being adopted and implemented by team members including live streamed public meetings, fully integrated social media and interactive project websites.
- My most rewarding duty is the delegation of project tasks to other PI staff. Through my time at DOWL we rebuilt our team to identify and build strengths within our group. I saw great improvement in the quality and efficiency of work being done by the PA team during my time at DOWL.

LEGISLATIVE AID, Alaska State Legislature, Juneau & Anchorage AK
January 2012- February 2015

- As a Legislative Aid I managed all day to day office operations for Senator Mia Costello. This allowed her to work anywhere on any task and have the peace of mind that nothing is being missed and the office is running smoothly.
- The most rewarding part of my job was researching and carrying legislation. I have researched, written, and testified to legislation in health & social services, economic development, business licensing, natural resource management, and governmental relations with regard to resource development.
- My daily duties included constituent relations, database management, scheduling, monitoring several email accounts, legislative research, and other office administrative functions. During session in Juneau my duties shift to following bills & committees, meeting with constituents, other staff and legislators, and adapting to the ever changing workflow of the legislative session.
- Several of the projects I managed are now Law.

Education:**B.A. IN LIBERAL STUDIES: PRE-LAW & OUTDOOR STUDIES MINOR**

Cum Laude, Alaska Pacific University, Anchorage AK

- Senior Thesis: "*AGLA: A Look at the Legislative Status Quo in Alaskan Oil and Gas Politics*"
- Throughout my APU career I have refined my skills in problem solving, academic research, efficiency, collaboration, as well as written and verbal communication. Alaska Pacific University has provided me with an education in leadership to learn and succeed in any career.
- In my junior year I received the Renaissance Award and scholarship from the Liberal Studies Department for excelling in a diverse range of fields across the department.

COLLEGE PREPRATORY PROGRAM

Saint Paul High School, Covington LA

- My high school education taught me self-discipline, respect, reverence, moral values, manners, and furnished me with a work ethic that I will bring into any profession I choose.

Attended Mandeville Junior High School & Tchefuncte Middle School

EAGLE SCOUT AWARD

Boy Scouts of America, Mandeville LA

- During my senior year of high school I earned the highest honor in the Boy Scouts of America.
- The Eagle Scout award reflects many years spent building character through hard work and personal challenge, as well as ethical and moral virtues through service to others.
- My Eagle Scout Project consisted of the clearing and reconstruction of an outdoor amphitheater destroyed during Hurricane Katrina in my home town of Mandeville Louisiana.

Skills, Interests & Affiliations:

- Professional Stand-Up Jet Ski racer, competing on the Pro Watercross national tour.
- Photography
- Community Development
- Cycling
- Landlord & Property Manager
- New Orleans Bicycle Club & Semi Tough Cycling Club, Member
- Professional Ski Instructors of America, Member
- Alaska Pacific University Alumni Association, Member

DENNIS HORCHOFF

455 DEVON DRIVE ■ MANDEVILLE, LA 70448 ■ [REDACTED]
[REDACTED]

Professional Summary

- Retired architect with broad range of professional experience, including:
 - over 40 years of experience in the design and construction of Federal, municipal, institutional, commercial, and residential building projects
 - over 15 years of experience working with project designers for educational campuses (university, high school, and elementary school) and residential community development
 - extensive specialized knowledge in the application of building and zoning codes

Professional Experience

- Waggonner & Ball Architecture / Environment - Senior Architect Jan 2001 - Sept 2020
 - Project Specifications, Code Analysis, and Contract Administration for a large Commercial practice
- Dennis Horchoff, Architect - Sole Proprietor June 1995 - Jan 2001
 - All aspects of a Residential and small Commercial practice
- Horchoff and Gille, Architects - Principal June 1985 - June 1995
 - All aspects of a Residential and small Commercial practice
- Lyons and Hudson, Architects - Architect Jan 1981 - June 1985
 - Staff Architect for a large Commercial practice
- H. L. Robards, Architect - Intern Architect Aug 1977 - Jan 1981
 - Draftsman for a Residential practice

Professional Registration

- State of Louisiana, Architectural License 3013 Sept 1982

Education

- University of New Orleans, New Orleans, LA Jan 1978 - May 1978
Master of Science in Urban Studies program
- LSU School of Environmental Design, Baton Rouge, LA Aug 1973 - May 1977
BArch (5 year) program
Bachelor of Architecture degree May 1977
- University of New Orleans, New Orleans, LA Jan 1973 - May 1973
Liberal Arts program
- Tulane University School of Engineering, New Orleans, LA Aug 1971 - Dec 1972
Civil Engineering program

Civic Involvement

- Mandeville Comprehensive Land Use Regulations Ordinance (CLURO) Revision Project 2026
- Golden Glen Homeowners Association - member and alternate Board member 2012 - 2026
- Mandeville registered voter 2005 - present
- Faubourg St. John Neighborhood Association - member and Executive Board officer 1988 - 2005
- Christmas in October - house captain 1995 - 2001

ORD 26-34

THE FOLLOWING ORDINANCE WAS SPONSORED BY COUNCIL MEMBER DISCON; MOVED FOR ADOPTION BY COUNCIL MEMBER _____, SECONDED FOR ADOPTION BY COUNCIL MEMBER _____.

ORDINANCE NO. 26-34

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANDEVILLE DECLARING AS SURPLUS A PORTION OF ALBERT STREET BETWEEN MADISON STREET AND MONROE STREET IN ACCORDANCE WITH THE LEGAL DESCRIPTION AND SURVEY PREPARED BY RANDALL W. BROWN & ASSOCIATES, INC. ON AUGUST 4, 2026; THEREBY REVOKING THE DEDICATION AND DISPOSING THAT PORTION OF STREET AT PRIVATE SALE; AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH;

WHEREAS, there presently exists a dedicated but unimproved portion of Albert Street located within Square 86 and Lot 9A, Square 77 Town of Mandeville, St. Tammany Parish, Louisiana; and

WHEREAS, Mr. Robert Doolittle, Sr. and Mr. Wallace Nesbit, have requested that the City of Mandeville declare a portion of Albert Street as no longer needed for City use and dispose the same at private sale;

WHEREAS, the unimproved portion of Albert Street as shown on the survey prepared by Randall W. Brown & Associates, Inc. adjacent to Lots 2-A, 2-B, 9A-1, and P-1; and,

WHEREAS, the City of Mandeville has held this property for over ten (10) years and has no present plans to open or improve said portion of Albert Street; and

WHEREAS, this portion of Albert Street is not needed for public purposes and should be declared as surplus and no longer needed for city use; and

WHEREAS, pursuant to and in accordance with La. R.S. 48:725(D)(2), the City of Mandeville is desirous of selling said property at private sale for not less than the value established by an expert appraiser, attached hereto as Exhibit A; and

BE IT ORDAINED by the City Council of the City of Mandeville, that the related portion of Albert Street be declared as surplus and not needed for public purposes in accordance with the legal description and survey prepared by Randall W. Brown & Associates Inc. on August 4, 2026, attached hereto as Exhibit B; and

BE IT FURTHER ORDAINED by the City Council of the City of Mandeville, that the property described in Exhibit A and B is hereby declared surplus and the Mayor of the City of Mandeville is authorized and empowered to dispose of said property in accordance with La. R.S. 48:725(D)(2), by private sale for not less than the value established by an expert appraiser, plus reasonable closing costs associated with said transaction. Said conveyance shall be free and clear

of all mortgages, judgments, liens, or other encumbrances, including payment of pro-rata taxes, and shall exclude mineral rights and shall be sold in “as is” condition.

BE IT FURTHER ORDAINED that the sale of the above-described property shall be limited to: Robert Doolittle, Sr., Nesbit Clesi Holdings, LLC, and Prieto Marina, LLC, the owners of neighboring Lots 2-A, 2-B, 9A-1, and P-1;

NOW, THEREFORE, BE IT FURTHER ORDAINED that the Clerk of this Council be and is hereby and is hereby authorized and empowered to take any and all actions which she, in the exercise of her discretion, deems necessary to promulgate the provisions of this ordinance.

The ordinance being submitted to a vote, the vote thereon was as follows:

AYES:

NAY:

ABSTENTIONS:

ABSENT:

And the ordinance was declared adopted this ____ day of _____, 2026.

Alicia Watts
Clerk of Council

Scott Discon
Council Chairman

Leslie Levens, Jr
Levens Appraisal Firm, LLC
22319 Strain Rd
Mandeville, LA 70471
985-892-6650

INVOICE	08/16/2026 DATE	260435 FILE NUMBER	CASE NUMBER
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Client: Client: Robert Doolittle
Monroe St
Mandeville, LA
70448

Item	Total
------	-------

APPRAISAL FEE FOR SERVICES RENDERED \$ 300.00
Make check payable to leslie Levens, Jr or Venmo payment; account is @leslie-levens

Borrower: Client:Robert Doolittle
Site on Monroe St
Mandeville
Former Albert Street Right of Way

Make Check Payable to Leslie Levens, Jr. or payment by Venmo @leslie-Levens

Total: \$ 300.00

Thank you



APPRAISAL OF
THE PROPERTY LOCATED AT

Site on Monroe St

Mandeville

as of

August 10, 2026

for

Client: Robert Doolittle
Monroe St
Mandeville, LA
70448

by

Levens Appraisal Firm, LLC
Leslie Levens, Jr
22319 Strain Rd
Mandeville, LA 70471

Levens Appraisal Firm, LLC
22319 Strain Rd
Mandeville, LA 70471
985-892-6650

08/16/2026

Client: Robert Doolittle
Monroe St
Mandeville, LA
70448

RE: Property - Site on Monroe St
 Mandeville
 Borrower - Client:Robert Doolittle
 File No. - 260435
 Case No. -

Dear

In accordance with your request, I have personally inspected and prepared an appraisal report of the real property located at:

Site on Monroe St, Mandeville, LA 70448

The purpose of this appraisal is to provide an opinion of the market value of the property described in the body of this appraisal report.

Enclosed, please find the appraisal report which describes certain data gathered during our investigation of the property. The methods of approach and reasoning in the valuation of the various physical and economic factors of the subject property are contained in this report.

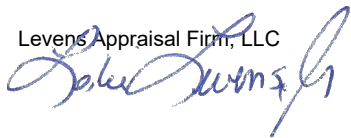
An inspection of the property and a study of pertinent factors, including valuation trends and an analysis of neighborhood data, led the appraiser to the conclusion that the market value, as of August 10, 2026 is:

\$ 18,000

The opinion of value expressed in this report is contingent upon the Limiting Conditions attached to this report.

It has been a pleasure to assist you; if I may be of further service to you in the future, please let me know.

Respectfully submitted,

Levens Appraisal Firm, LLC


Leslie Levens, Jr
LA Certification #0715

LAND APPRAISAL REPORT

File No. 260435

IDENTIFICATION

Borrower Client:Robert DoolittleCensus Tract 413Map Reference MLS

Property Address Site on Monroe St

City MandevilleCounty St TammanyState LAZip Code 70448

Legal Description Former Albert Street Right of Way

Sale Price \$ N/ADate of Sale N/ALoan Term N/A yrs. Property Rights Appraised FeeLeaseholdDe Minimis PUD

Actual Real Estate Taxes \$ N/AYr. Loan charges to be paid by seller \$ N/AOther sales concessions N/A

Lender/Client Client: Robert DoolittleAddress Monroe St, Mandeville, LA 70448

Occupant Vacant LandAppraiser Leslie Levens, JrInstructions to Appraiser Estimate Market Value

NEIGHBORHOOD

LocationUrbanSuburbanRural

Built UpOver 75%25% to 75%Under 25%

Growth RateFully Dev. RapidSteadySlow

Property ValuesIncreasingStableDeclining

Demand/SupplyShortageIn BalanceOver Supply

Marketing TimeUnder 3 Mos.4-6 Mos.Over 6 Mos.

Present Land Use90% 1 Family1% 2-4 Fam1% Apts.1% Condo3% Commercial2% Industrial2% Vacant%

Change in Present Land UseNot LikelyLikely (*)Taking Place (*)

Predominant OccupancyOwnerTenant0-5% Vacant

Single Family Price Range\$ 18,000to \$ 2,200,000Predominant Value \$ 310,000

Single Family Age0 yrs. to 125 yrs. Predominant Age 25 yrs.

Employment Stability

Convenience to Employment

Convenience to Shopping

Convenience to Schools

Adequacy of Public Transportation

Recreational Facilities

Adequacy of Utilities

Property Compatibility

Protection from Detrimental Conditions

Police and Fire Protection

General Appearance of Properties

Appeal to Market

Good

Avg.

Fair

Poor

Comments including those factors, favorable or unfavorable, affecting marketability (e.g. public parks, schools, noise) Located in an established in the urban Mandeville market. Homes range from cottages to custom built homes. Some homes located on local water ways.Sites range from +- 50ff to 5 acres. Access to town amenities and neighborhood schools. No adverse neighborhood factors noted at time of the inspection.

SITE

Dimensions 30Fx507.8LSx30Rx507.8RS = 15234 sfCorner Lot

Zoning Classification No ZoningPresent improvements do do not conform to zoning regulations

Highest and best use: Present useOther (specify)

PublicOther (Describe)

Elec. Gas Water San. Sewer Underground Elect. & Tel.

OFF SITE IMPROVEMENTS

Street Access: PublicPrivate

Surface Blacktop

Maintenance: PublicPrivate

Storm Sewer Curb/Gutter

Sidewalk Street Lights

Topo Level

Size Typical

Shape Rectangle

View Residential

Drainage Surface appears adequate

Is the property located in a HUD Identified Special Flood Hazard Area? NoYes

Comments (favorable or unfavorable including any apparent adverse easements, encroachments or other adverse conditions) TYPICAL FOR AREA. LEGAL DESCRIPTIONS & ZONING ARE SUBJECT TO LEGAL SURVEY. UTILITY EASEMENTS ARE TYPICAL, NOT ADVERSE. FLOOD ZONE IS SUBJECT TO A FLOOD CERTIFICATION.

MARKET DATA ANALYSIS

The undersigned has recited three recent sales of properties most similar and proximate to subject and has considered these in the market analysis. The description includes a dollar adjustment, reflecting market reaction to those items of significant variation between the subject and comparable properties. If a significant item in the comparable property is superior to, or more favorable than, the subject property, a minus (-) adjustment is made, thus reducing the indicated value of subject; if a significant item in the comparable is inferior to, or less favorable than, the subject property, a plus (+) adjustment is made, thus increasing the indicated value of the subject.

ITEM	Subject Property	COMPARABLE NO. 1		COMPARABLE NO. 2		COMPARABLE NO. 3	
Address	Site on Monroe St Mandeville	Lots off Wilkerson St Mandeville, LA 70448		Lots 12, 14 Henry Clay St Mandeville, LA 70448		Lots 33, 35 Labarre St Mandeville, LA 70448	
Proximity to Subj.		1.75 miles NW		1.57 miles N		1.66 miles N	
Sales Price	\$ N/A	\$ 15,000		\$ 5,000		\$ 4,000	
Price \$/Sq. Ft.	\$ N/A	\$ 0.70		\$ 0.69		\$ 0.50	
Data Source	Inspection	GSREIN#2491194;DOM 160		GSREIN#22403337;DOM 607		BR2026001911;DOM 6	
Date of Sale and Time Adjustment	DESCRIPTION N/A	DESCRIPTION 10/06/2025	+ (-) \$ Adjustment	DESCRIPTION 08/08/2025	+ (-) \$ Adjustment	DESCRIPTION 02/23/2026	+ (-) \$ Adjustment
Location	Urban	Suburban	+4,000	Suburban	+4,000	Suburban	+4,000
Site/View	Residential	Residential		Residential		Residential	
Site Area	15234 sf	21344 sf	0	7200 sf	+9,000	8040 sf	+9,000
	Future Street	Land Locked	0	Land Locked	0	Land Locked	0
Sales or Financing Concessions		Cash None		Cash None		Cash None	
Net Adj. (Total)		Plus Minus \$ 4,000		Plus Minus \$ 13,000		Plus Minus \$ 13,000	
Indicated Value of Subject		Gross 26.7% Net 26.7% \$ 19,000		Gross 260.0% Net 260.0% \$ 18,000		Gross 325.0% Net 325.0% \$ 17,000	

Comments on Market Data: Subject is a parcel that is an undeveloped urban street. No recent similar sales available from the urban Mandeville market. Comps are located just outside urban limits. Comp 1 is a larger site but due to location, no adjustment warranted for site size. Comps 2 & 3 are smaller sites. Subject site ans comps are undeveloped.

Comments and Conditions of Appraisal: THE SUBJECT PROPERTY HAS BEEN APPRAISED IN CONFORMITY WITH THE UNIFORM STANDARDS OF PROFESSIONAL PRACTICE ADOPTED BY THE APPRAISAL FOUNDATION.

Final Reconciliation: THE MARKET APPROACH WAS GIVEN 100% WEIGHT AS THE MARKET TRANSACTION ARE MOST REPRESENTATIVE OF BUYER AND SELLER ACTIONS IN THE MARKET.

I ESTIMATE THE MARKET VALUE, AS DEFINED, OF SUBJECT PROPERTY AS OF August 10 2026 to be \$ 18,000

Appraiser(s)Signature

Review Appraiser (if applicable) Did Did Not Physically Inspect Property

Signature

Name Leslie Levens, JrDate 08/16/2026

NameState LALicense Certification # 0715

RECONCILIATION

Levens Appraisal Firm, LLC

Page 4 of 10

PHOTOGRAPH ADDENDUM

Borrower/Owner	Client:Robert Doolittle						
Property Address	Site on Monroe St						
City	Mandeville	County	St Tammany	State	LA	Zip Code	70448
Client	Client: Robert Doolittle						



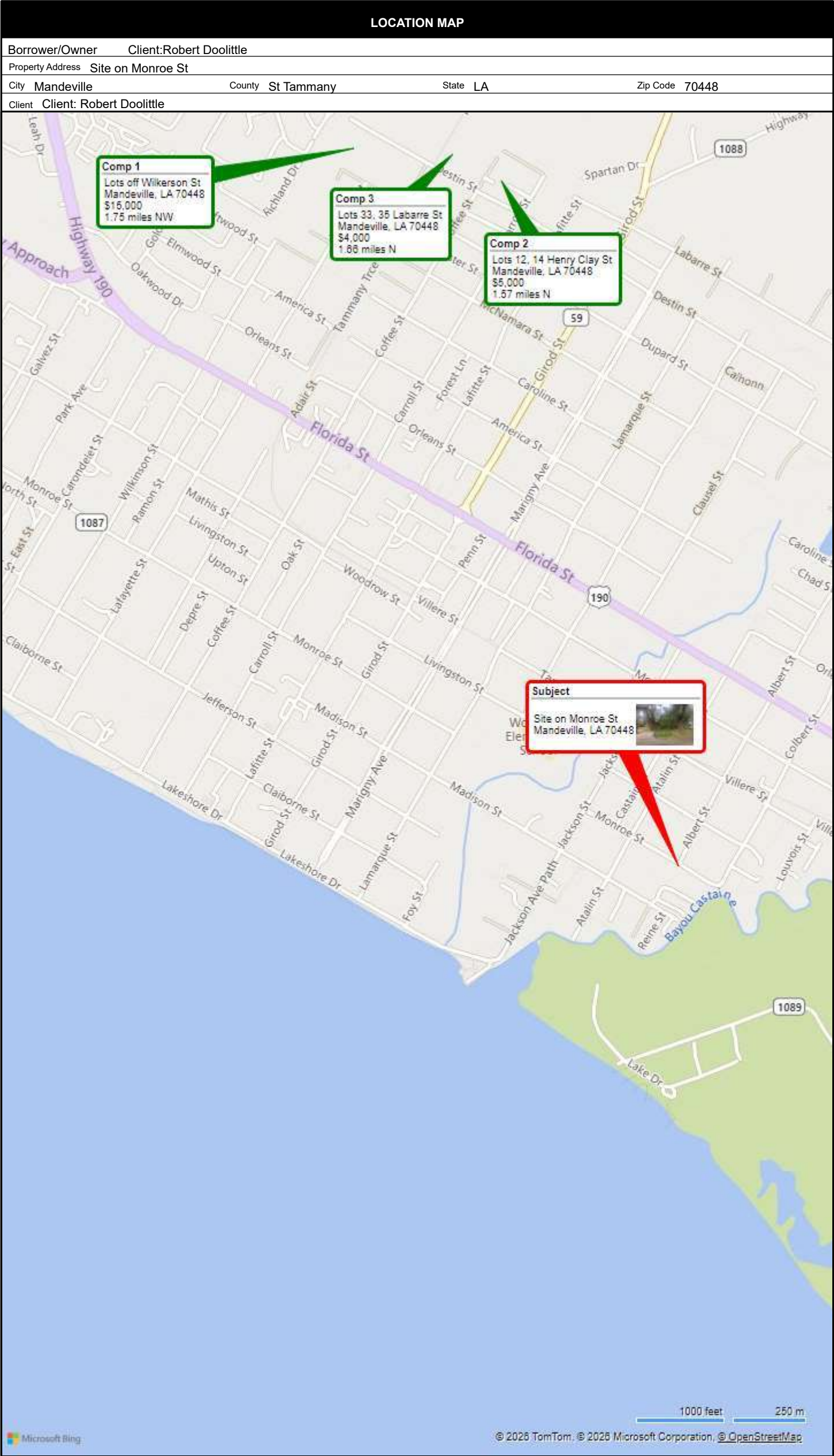
FRONT VIEW OF
SUBJECT PROPERTY



REAR VIEW OF
SUBJECT PROPERTY

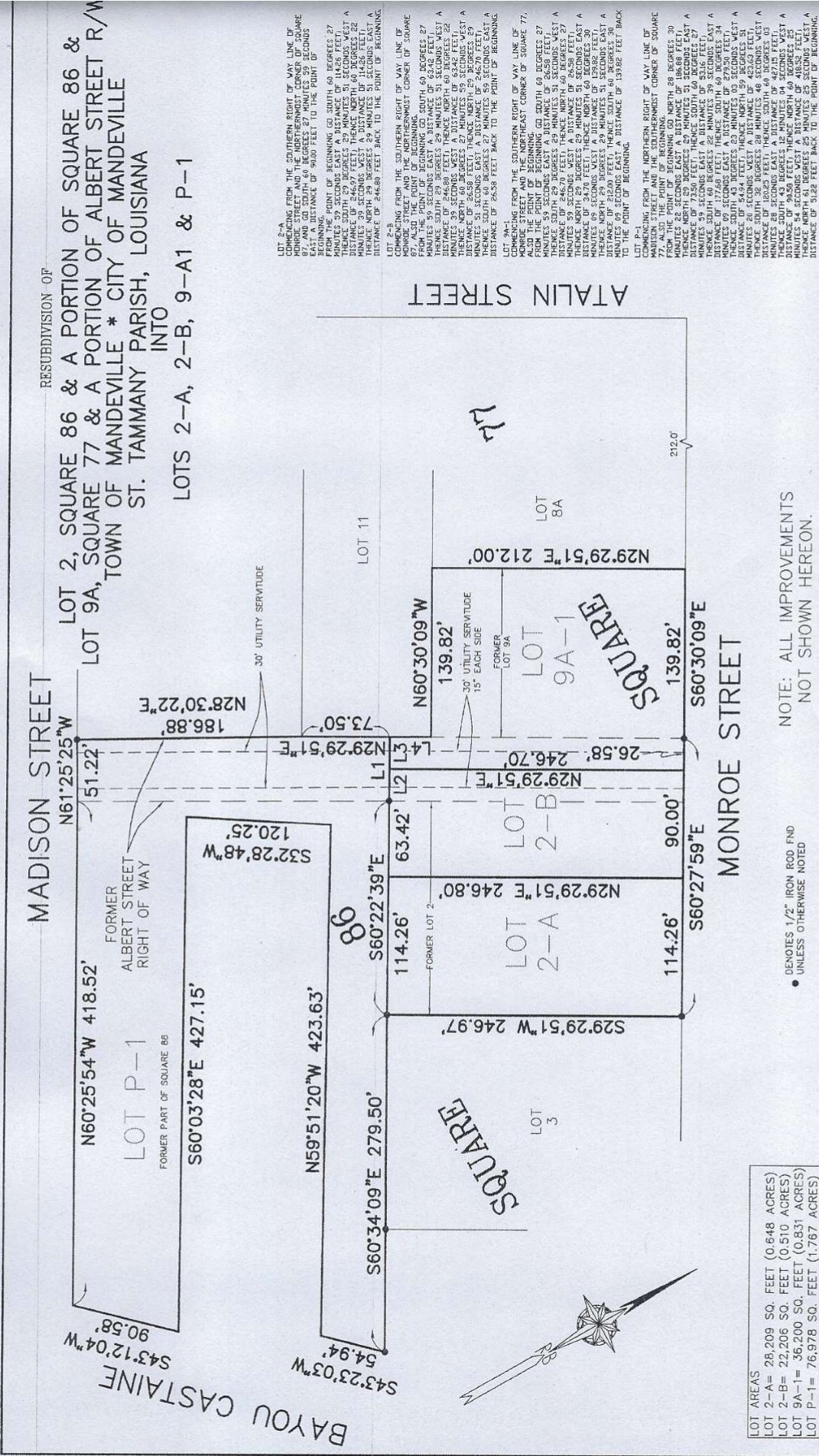


STREET SCENE OF
SUBJECT PROPERTY



SITE PLAN

Borrower/Owner	Client:Robert Doolittle		
Property Address	Site on Monroe St		
City	Mandeville	County	St Tammany
		State	LA
		Zip Code	70448
Client	Client: Robert Doolittle		



NOTE: BEARINGS SHOWN HEREON ARE REFERENCED TO LOUISIANA STATE PLANE COORDINATES. -ALSO BASIS FOR BEARINGS.

NOTE: OWNER OR BUILDER RESPONSIBLE FOR OBTAINING SETBACKS BEFORE DESIGN OR CONSTRUCTION BEGINS.

LINE TABLE

L1	S60°27'59"E	53.16'
L2	N60°27'59"W	26.58'
L3	N60°27'59"W	26.58'
L4	N29°29'51"E	34.70'

Notes: I have consulted the Federal Insurance Administration Flood Hazard Boundary Maps and found the property described is located in Flood Zone AE.

FRM Panel# 2202020431D Rev. 5-15-2012

DRAFT

Randall W. Brown & Associates, Inc.
Professional Land Surveyors
228 W. Causeway Approach, Mandeville, LA 70448
(985) 624-5368 FAX (985) 624-5309
info@brownsurvey.com

Randall W. Brown, P.L.S.
Professional Land Surveyor
LA Registration No. 04586

SURVEYED IN ACCORDANCE WITH THE LOUISIANA "APPLICABLE" STANDARDS FOR PROPERTY BOUNDARY SURVEYS FOR A CLASS C SURVEY.

DATE: AUGUST 4, 2016
Survey No. 26478
Project No. A26370

Scale: 1"= 80' ±
Drawn By: RUB
Revised:

Borrower/Owner	Client:Robert Doolittle				
Property Address	Site on Monroe St				
City	Mandeville	County	St Tammany	State	LA
				Zip Code	70448
Client	Client: Robert Doolittle				

Louisiana Real Estate Appraisers Board

Having complied with the requirements of Chapter 51 of Title 37 of the Louisiana Revised Statutes of 1950 and the requirements of the Louisiana Real Estate Appraisers Board,

Certified Residential Appraiser

license is hereby granted to

Leslie R. Levens Jr.



License Number - APR.00715-CRA
First Issuance Date - 01/13/1994
Expiration Date - 12/31/2027

J. C. Levens Jr.
Chairperson
Vernon Key
Secretary

Borrower/Owner		Client:Robert Doolittle	
Property Address		Site on Monroe St	
City	Mandeville	County	St Tammany
		State	LA
		Zip Code	70448
Client Client: Robert Doolittle			



NRTCOLO-01

LBLACKBURN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/10/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Rice Insurance Services Center 4211 Norbourne Blvd Louisville, KY 40207	CONTACT NAME:	Laura Blackburn		
		PHONE (A/C, No, Ext):	(502) 398-3922	FAX (A/C, No):	
		E-MAIL ADDRESS:	laura.blackburn@risceo.com		
		INSURER(S) AFFORDING COVERAGE			NAIC #
		INSURER A : Continental Casualty Company			20443
INSURED	Levens Appraisal Firm, LLC 22319 Strain Road Mandeville LA 70471	INSURER B :			
		INSURER C :			
		INSURER D :			
		INSURER E :			
		INSURER F :			

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY						
	☐ CLAIMS-MADE ☐ OCCUR						EACH OCCURRENCE \$
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$
	☐ POLICY ☐ PRO JECT ☐ LOC						PRODUCTS - COMP/OP AGG \$
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
	☐ SCHEDULED AUTOS						\$
	☐ NON-OWNED AUTOS ONLY						\$
A	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE \$ 1,000,000
	☒ EXCESS LIAB ☒ CLAIMS-MADE			RXE28762133626	1/1/26	1/1/27	AGGREGATE \$ 1,000,000
	☐ DED ☒ RETENTION \$ 100,000						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Real Estate E & O Excess Liability Policy
Endorsements:
Maintenance of Underlying Coverage
Appraisal

CERTIFICATE HOLDER	CANCELLATION
For Informational Purposes	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

Borrower/Owner	Client:Robert Doolittle		
Property Address	Site on Monroe St		
City	Mandeville	County	St Tammany
		State	LA
		Zip Code	70448
Lender/Client	Client: Robert Doolittle		

1981The University of Southern Mississippi
B. S. Degree in Business Administration

SPECIALIZED EDUCATION COURSES AND SEMINARS

2026-27 Uniform Standards of Professional Appraisal Practice- Appraisal Institute
2013 Appraising Condos, Co-ops & PUD's- Appraisal Institute
2013 Complex Litigation Appraisal Case Studies- Appraisal Institute
2009Valuation of Green Residential Properties-Appraisal Institute
2007Reviewing Residential Appraisal Reports-Appraisal Institute
2006 Quality Assurance in Residential Appraisals: Risky Appraisals=Risky Loans- Appraisal Institute
2005 Using the NADA Manufactured Housing Appraisal Cost Guide-Bramlett School of Real Estate
2003 Manufactured Housing Appraisal-Lincoln Graduate Center

PROFESSIONAL DESIGNATIONS & ASSOCIATION MEMEBERSHIPS

1995-Present Louisiana State Certified Residential Appraiser, #R0715
Federal Housing Administration, Approved Appraiser

BUSINESS EXPERIENCE

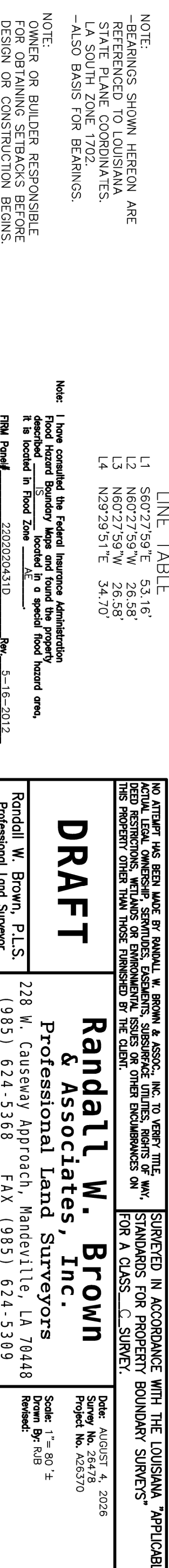
10/99 - PresentLevens Appraisal Firm (formerly Levens, Tucker Appraisal Group), Proprietor
4/91 - 10/99Winstead Appraisal Services, Inc., Staff Appraiser
6/90 - 4/91Electrical Estimating Services, Proprietor
Cost Valuation for Commercial & Industrial Construction, Mandeville, LA
2/88 - 6/90 Orleans Electrical Construction, Estimator/Project Manager: Cost Valuation for Commercial and Industrial Construction, Metairie, LA
8/85 - 2/88 Sharp Electric, Estimator/Project Manager: Cost Valuation for Commercial and Industrial Construction, Metairie, LA
2/82 - 7/85 Fischbach & Moore, Inc., Staff Estimator: Cost Valuation for Commercial & Industrial Construction, Kenner, LA

SCOPE OF APPRAISAL ASSIGNMENTS

Residential Properties for Mortgage Lenders, Third Party Homes, Income Tax Valuation, Vacant Land Valuation, Multi-Family
Condominiums, Horse Farms, Estate & Divorce Attorneys

PARTIAL LIST OF CLIENTS

Bank of America	Wells Fargo
IberiaBank Mortgage	Gulf Coast Bank & Trust
Home Bank	Integra Lending Group
Regions Mortgage	Cartus/Cedant Relocation
Sirva Relocation	Hancock/Whitney Bank
Coldwell Banker Mortgage	Oak Tree Mortgage
Eustis Mortgage	Alpha Mortgage



NOTE:
 -BEARINGS SHOWN HEREON ARE
 REFERENCED TO LOUISIANA
 STATE PLANE COORDINATES.
 LA SOUTH ZONE 1702.
 -ALSO BASIS FOR BEARINGS.

NOTE:
 OWNER OR BUILDER RESPONSIBLE
 FOR OBTAINING SETBACKS BEFORE
 DESIGN OR CONSTRUCTION BEGINS.

LINE TABLE

LINE	BEARING	DISTANCE
L1	S60°27'59"E	53.16'
L2	N60°27'59"W	26.58'
L3	N60°27'59"W	26.58'
L4	N29°29'51"E	34.70'

Note: I have consulted the Federal Insurance Administration Flood Hazard Boundary Maps and found the property described IS located in a special flood hazard area, it is located in Flood Zone AE.

FIRM Panel# 2202020431D

Rev. 5-16-2012

NO ATTEMPT HAS BEEN MADE BY RANDALL W. BROWN & ASSOC., INC. TO VERIFY TITLE, ACTUAL, LEGAL, OWNERSHIP, SERVICED, EASEMENTS, SURFSURFACE UTILITIES, RIGHTS OF WAY, DEED RESTRICTIONS, WETLANDS OR ENVIRONMENTAL ISSUES OR OTHER ENCUMBRANCES ON THIS PROPERTY OTHER THAN THOSE FURNISHED BY THE CLIENT.

SURVEYED IN ACCORDANCE WITH THE LOUISIANA "APPLICABLE STANDARDS FOR PROPERTY BOUNDARY SURVEYS" FOR A CLASS C SURVEY.

DRAFT

Randall W. Brown & Associates, Inc.
 Professional Land Surveyors
 228 W. Causeway Approach, Mandeville, LA 70448
 (985) 624-5368 FAX (985) 624-5309

Date: AUGUST 4, 2026
Survey No. 26478
Project No. A26370

Scale: 1" = 80' ±
Drawn By: RuB
Revised:

Randall W. Brown, P.L.S.
 Professional Land Surveyor