

SHREVEPORT HISTORIC PRESERVATION COMMISSION
Government Plaza
505 Travis Street
Shreveport, Louisiana

Minutes for Special Meeting
Friday, February 22, 2019
Room 440, Metropolitan Planning Commission Conference Room

Commissioners Present

Commissioner Joiner, Chair
Commissioner Wayne, Vice-Chair
Commissioner Conley
Commissioner Callaway, Secretary

Visitors

Ms. Verna Stone
Mr. Scott Hoffman
Mr. Rand Knicely

Ex-Officio

Mr. Adam Bailey, MPC

Legal Advisor

Ms. Karen Strand, Office of City Attorney

1. Meeting was called to order at 4:00pm by the Chair with a quorum present.

2. Opening Remarks:

Since this Special Meeting was the inaugural session to implement the Certificate of Appropriateness (COA) and Certificate of Demolition (COD) under the new Chapter 36 ordinance and procedures which took effect in December 2018, Ms. Karen Strand read to all attending the one page Procedures for Review of Applications. This reading is to become a standard practice by the HPC for future meetings where COAs and / or CODs are considered.

The Chair asked if any Commissioner wanted to speak. Commissioner Callaway wanted to state as a point of information to the three visitors, of each Commissioner being nominated by the Mayor, confirmed by the City Council, took an oath of office, and took ethics training each year. Also Commissioner Callaway requested all Commissioners to take notes how the Historic Preservation Commission (HPC) and Metropolitan Planning Commission (MPC) meshes together on the COAs and CODs process so to capture lessons learned. Lessons learned data would go into the drafting new HPC bylaws caused by the recent change of the Chapter 36 ordinance.

Each visitor filled out and turned into the HPC Secretary, a sign-in sheet to correspond to each application being considered.

3. Review of Certificate of Appropriateness (COA) and Certificate of Demolition (COD) applications:

COA and COD HPC 19-01: 1012 Boulevard Street, Fairfield Historic District
MPC Staff Case Report: Mr. Bailey distributed the application to all Commissioners and highlighted the scope of the COA in the proposed alternations in replacement of windows, exterior siding, and roof to this one-storied residential duplex. The COD focused on demolishing of a shed in backyard of the property

that is not architecturally relevant to the residential building. The shed is hidden from the street view by the residence.

Public Comments: The Chair requested public comments and Ms. Verna Stone, property owner reinforced the rehabilitation of the property. Commissioner Callaway asked Ms. Stone if the proposed reduction in the number of windows overall would reduce the number of windows currently on the front elevation of the residential building. The reduction on the overall number of windows does not reduced number of windows currently on the front elevation.

HPC Discussion and Recommendation: HPC Commissioners discussed the application and the Chair called for a motion. Commissioner Conley made a motion to recommend approval of both the COA and COD; seconded by Commissioner Wayne. Unanimous vote.

COA HPC 19-02: 850 Ontario Street, South Highlands Historic District

MPC Staff Case Report: Mr. Bailey distributed the application to all Commissioners and highlighted the scope of the COA in the proposed addition of a new mud / utility room to the rear of the residential building and two alternations to the rear of the main house in terms of a new covered terrace / deck and replacement lattice in the existing breezeway.

Public Comments: Mr. Scott Hoffman, Contractor briefly talked to the scope of the proposed addition and alterations. Mr. Hoffman also requested a clarification on the process to gain building permits once HPC made its recommendation. This clarification was provided by Mr. Bailey who explained once all is approved by MPC, then permits could be obtained 11 days after approval.

HPC Discussion and Recommendation: HPC Commissioners discussed the application and Commissioner Callaway provided a field survey dated 7 April 1997 from the State Historic Preservation Office on this 1917 built residence for Mr. Hoffman to provide to the property owner. The Chair called for a motion with Commissioner Conley making the motion to recommend approval of both the COA and COD; seconded by Commissioner Wayne. Unanimous vote.

COA HPC 19-03: 933 Erie Street, South Highlands Historic District

MPC Staff Case Report: Mr. Bailey distributed the application to all Commissioners and highlighted the scope of the COA in the proposed expansion and finishing out a third-floor attic to this residential building.

Public Comments: Mr. Rand Knicely, Contractor briefly talked to the scope of the proposed addition.

HPC Discussion and Recommendation: HPC Commissioners discussed the application. The Chair called for a motion with Commissioner Conley making the motion to recommend approval of both the COA and COD; seconded by Commissioner Wayne. Unanimous vote.

4. Public Comments: No furthered comments were made.

5. Adjournment: The Chair requested a motion to adjourn. Commissioner Conley made the motion, seconded by Commissioner Wayne; with resulting unanimous vote. Chair adjourned the Special Meeting at 5:32pm.