

# Shreveport Historic Preservation Commission

## **MINUTES** **Tuesday, December 19, 2023**

Council Chambers at Government Plaza  
505 Travis Street  
Shreveport, Louisiana

### Commissioners

Commissioner Lane Callaway, Secretary  
Associate Commissioner Mischa Farrell  
Associate Commissioner Verni Howard

### Shreveport-Caddo Metropolitan Planning Commission (MPC)

Mr. Adam Bailey, Community Planner / Design Manager, MPC and HPC Ex-Officio

### City Attorney's Office

Mr. Tanner R. Yeldell, Assistant City Attorney

1. Meeting was called to order by the Acting Chair at 4:00pm, with a quorum present.  
*Administrative Note:* Due to absences of regular Commissioners for the December 19 session of HPC, Associate Commissioner Farrell took the place of Commissioner Jernigan and Associate Commissioner Howard took the place of Commissioner Franklin.
2. Opening Remarks: The Acting Chair waived the reading of the memorandum titled, *Identifying Procedures for Review of Applications* due to having no applications and no visitors present. The Acting Chair provided for the Minutes a recognition of thanks to Ms. Cheredith Rhone, SPAR who had ensured since March 2022 that HPC Agendas were posted to meet public meeting laws. Ms. Latisha Richardson, SPAR is now posting HPC Agendas.
3. Approval of HPC Meeting Minutes: The Chair asked for questions, comments, and discussion on the HPC Minutes for November 21, 2023. Having none, the Chair requested a motion, a second, and vote to approve the Minutes. The motion to approve was made by Associate Commissioner Farrell, seconded by Associate Commissioner Howard, and passed with three affirmative votes, none against.
4. New Business: There were no Certificates of Appropriateness or Demolition to consider.
5. Updates, Advising, Awareness, and HPC Business Items: The Acting Chair requested for any questions or comments on the following updates.
  - HPC Annual Report was provided to the Office of the Mayor and the City Council Clerk for distribution to each City Council member. Per Commissioner Callaway, no resulting questions or comments.
  - Certified Local Government duties: Section 106 – Department of Veterans Affairs proposal to construct a Fisher House at the Overton Brooks VA Medical Center. Commissioner Joiner speaking for HPC recommended at least Phase I, archaeological survey with a Phase II if needed. This suggestion was accepted by the Department of Veterans Affairs.

- Awareness: 2023 Disclosure Requirements for City of Shreveport completion by January 12, 2024. Commissioner Callaway provided to all for awareness if they did receive an email from Ms. Tiffany Spurlock, City of Shreveport.
- Awareness: HPC Meeting for January. The Acting Chair recognized Mr. Bailey. Due to the closure of Government Plaza on Monday, January 15, for Martin Luther King Jr. Holiday; the monthly meetings for the City Council and Caddo Commission impact on the normal date for HPC. Of the three available dates in January, the Acting Chair requested pencil in Friday, January 19 with a follow-up after conferring with Commissioner Joiner.
- Reminder: 2024 professional development education requirement for Commission members.
- Updates: Commissioner Callaway provided brief updates on the following nominations to the National Register of Historic Places:
  - Cross Lake Pumping and Filtration Plant
  - Fair Park Christian Church
  - Barret Elementary School
  - 1200 Marshall Street building (Eligibility Questionnaire)
- Discussion: HPC By-Laws amended draft was distributed by Mr. Tanner R. Yeldell, Assistant City Attorney. Commissioner Callaway thanked Mr. Yeldell for the re-crafting and legal review. The draft By-Laws discussion and approval to be on the agenda for January. Commissioner Callaway wanted to ensure all HPC members had time to read and contribute to the discussion in January.
- Appeal on COD for 1602 Creswell Avenue, Highland Historic District: Although not on the agenda, Commissioner Callaway mentioned the item with an update provided by Mr. Bailey.
  - The appeal is an agenda item on the Zoning Board of Appeals (ZBA) meeting scheduled for December 20, 2023; further attempts to contact the property owner has met with no response; and a second fire occurred at the residential dwelling. Mr. Bailey showed the HPC photographs of the fire damage to the house.
  - Associate Commissioner Howard is representing HPC at Wednesday's ZBA Meeting prepared with the HPC Minutes from September 19, 2023 containing summary of the multiple times this specific COD had been submitted by Property Standards and considered by the HPC.
- Appeal on COD for 1030 Kings Highway, Contributing Element to the Fairfield Historic District: Although not on the agenda, Commissioner Callaway mentioned the item and an update was provided by Mr. Bailey. The property owner was contacted by MPC but no appeal has been submitted to date.

6. Public Comments: The Acting Chair asked for any public comments; there were none.

7. Adjournment: The Acting Chair asked for a motion to adjourn, second, and a vote. Associate Commissioner Howard made the motion to adjourn, seconded by Associate Commissioner Farrell. The resulting vote was three affirmative votes, none against. The Acting Chair adjourned the HPC Meeting at 4:46pm.