



**METROPOLITAN PLANNING COMMISSION**

City of Shreveport | Caddo Parish  
www.shreveportcaddompc.com

**STAFF REPORT - SITE PLAN REVIEW**

Date: 9/25/2017		Planner: Ebony Mapp		Case No: C-76-17	
<b>PROPERTY &amp; APPLICANT INFORMATION:</b>					
Project Name/Proposed Use: 29 lot Single-Family Residential Subdivision PUD			Property Address: 500 block of Astor Place		
Applicant: Linwood Development, LLC			Owner: Linwood Development, LLC		
Prior Cases: C-69-07			Additional Requests: N/A (N/A)		
City Council District: E/Flurry			Parish Commission District: 10/Chavez		
<b>REVIEWED BY:</b>					
<input type="checkbox"/> Engineering – Streets & R.O.W. ( <input checked="" type="checkbox"/> N/A)		<input type="checkbox"/> Engineering – Stormwater & Drainage ( <input checked="" type="checkbox"/> N/A)		<input type="checkbox"/> Fire Prevention ( <input checked="" type="checkbox"/> N/A)	
<input type="checkbox"/> Caddo Parish Public Works ( <input checked="" type="checkbox"/> N/A)		<input type="checkbox"/> LA Department of Transportation ( <input checked="" type="checkbox"/> N/A)		<input type="checkbox"/> Alcohol Beverage Office ( <input checked="" type="checkbox"/> N/A)	
<b>ZONING INFORMATION</b>			<b>BUILDING INFORMATION</b>		
Current Zoning District(s): C-3 & R-1-7 (to R-1-7)			Proposed Building Use(s): N/A		
Total Site Acres: 6.966 acres			Total sq. ft. gross (existing & proposed): N/A		
Inside City Limits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			Proposed height of building(s): N/A		
Off-Street Parking Required: N/A			Number of stories: N/A		
Off-Street Parking Provided: N/A			Ceiling height of First Floor: N/A		
<b>SITE PLAN REQUIREMENTS</b>					
Landscaping	<input type="checkbox"/> Does Not Comply	<input type="checkbox"/> Does Comply	<input type="checkbox"/> Exceeds Requirement	( <input checked="" type="checkbox"/> N/A)	
Setbacks	<input type="checkbox"/> Does Not Comply	<input type="checkbox"/> Does Comply	<input type="checkbox"/> Exceeds Requirement	( <input checked="" type="checkbox"/> N/A)	
Parking	<input type="checkbox"/> Does Not Comply	<input type="checkbox"/> Does Comply	<input type="checkbox"/> Exceeds Requirement	( <input checked="" type="checkbox"/> N/A)	
Design Standards	<input type="checkbox"/> Does Not Comply	<input type="checkbox"/> Does Comply	<input type="checkbox"/> Exceeds Requirement	( <input checked="" type="checkbox"/> N/A)	
Use Standards	<input type="checkbox"/> Does Not Comply	<input type="checkbox"/> Does Comply	<input type="checkbox"/> Exceeds Requirement	( <input checked="" type="checkbox"/> N/A)	
Other:	<input type="checkbox"/> Does Not Comply	<input type="checkbox"/> Does Comply	<input type="checkbox"/> Exceeds Requirement	( <input checked="" type="checkbox"/> N/A)	
<b>PLANNER'S NOTES</b>					
<p>The applicant obtained a recommendation of approval for a 29 lot single-family residential subdivision as part of a PUD with a preliminary site plat/plan on September 6, 2017. While the City Council has yet to make a final decision on the request, the applicant has submitted a final plat for approval by the MPC board. Approval of the preliminary site plan was contingent upon the provision of a number of stipulations, some on a revised site plan, for review and approval by the Executive Director. The stipulations include: 1) show drought resistant grass or other living landscaping material provided along the entry path and outer ring of the walking trail; (2) show an extension of the 6' solid wood fence along the entry path to the unnamed roadway that connects to Mykanos Trail, and (3) provide a gated entry at both entrances with access hours posted for patrons. The attached plan satisfies the above stipulations. There was also a stipulation requiring documentation of the HOA's intent to maintain the proposed amenities. A letter stating this intent has been provided and satisfies the stipulation.</p>					
<b>PLANNER'S RECOMMENDATION:</b>		<input checked="" type="checkbox"/> Approve as Submitted		<b>SPRT'S RECOMMENDATION:</b>	
		<input type="checkbox"/> Denied		<input type="checkbox"/> Approve as Submitted	
				<input type="checkbox"/> Denied <i>N/A</i>	
<b>OTHER APPROVALS REQUIRED:</b>		<input type="checkbox"/> Subdivision / Re-Plat <input type="checkbox"/> Variance <input type="checkbox"/> Zoning Request: Requested Zoning District <input type="checkbox"/> Other: Click here to enter request.			
<b>EXECUTIVE DIRECTOR'S DECISION:</b>			<input checked="" type="checkbox"/> <b>APPROVED AS SUBMITTED</b> <input type="checkbox"/> <b>DENIED (SEE EXPLANATION BELOW)</b>		
SIGNATURE:			DATE: Click here to enter a date. <i>9-27-17</i>		
<b>EXECUTIVE DIRECTOR'S NOTES</b>					

PRIOR TO THE RELEASE OF ANY PERMIT, DOTD PERMITS (IF REQUIRED) MUST BE OBTAINED. A COPY OF THE REQUIRED DOTD PERMIT SHOULD BE PRESENTED AT TIME OF CITY OF SHREVEPORT PERMITS REQUEST.

METROPOLITAN PLANNING COMMISSION  
STAFF REPORT- SEPTEMBER 6, 2017

Agenda Item No. 12

tm/em

**CASE NO. C-76-17: PUD ZONING REQUEST & PRELIMINARY SITE PLAN**

District: E/Flurry  
District: 10/Chavez

**Applicant/Owner:** LINWOOD DEVELOPMENT, LLC  
**Location:** 500 block of Astor Place (Astor Pl. between Briarcrest St. & Mykanos Tr.)  
**Existing Zoning:** C-3 & R-1-7  
**Request:** C-3 & R-1-7 to R-1-7(PUD) with Preliminary Site Plan  
**Proposed Use:** 29 lot Single Family Residential Subdivision

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Please note that at the August 2, 2017 MPC public hearing the MPC Board voted 6-0 to defer and continue this case to the September 6, 2017 public hearing due to last minute changes being requested by the applicant that required further staff review.

**DESCRIPTION:**

The applicant is requesting approval to rezone a vacant 6.966 acre tract of land located off of Astor Place from C-3 and R-1-7 to R-1-7 (PUD), along with consideration of a preliminary site plan. As part of the PUD zoning map amendment, the applicant is requesting ordinance relief in the front and rear yard setback requirements in exchange for the provision of amenities, which will be discussed in further detail below.

The submitted preliminary site plan shows a single-phase development on the 11.229 acre un-platted tract of land. The site will include 29 single-family residential building sites (Brushy Bayou Unit 8) with lot sizes that range from 7,218 sq. ft. to 18,499 sq. ft.

Pursuit of a PUD designation allows an applicant to request ordinance relief across a variety of areas and within one application, including: permitted uses from other zoning districts, special use approvals, variances, etc. In exchange, the applicant agrees to provide substantive amenities that benefit the surrounding area or the subject property and align with the goals of the Master Plan. This tool provides the highest level of flexibility for projects that have a complex coupling of uses and/or potential impacts and offers the premier opportunity to claim benefits for the site and the surrounding area. Further, it allows the applicant a pathway to make minor revisions or to customize a project expeditiously through the MPC administrative site plan process after receiving official preliminary site plan approval from the MPC Board and City Council.

This request is an expansion of the existing Brushy Bayou Development (Units 3 & 6) R-1-7 (PUD) with 23 lots in Unit 3 (C-27-04) and 57 lots in Unit 6 (C-69-07). Unit 3 is completely built out and sold. While some parcels in Unit 6 have been sold and constructed, the majority of Unit 6 remains undeveloped. Brushy Bayou Units 1-7 are considered Phase 1 and the current application for Brushy Bayou Unit 8 is considered Phase 2. In the 2004 application, the applicant asked for a reduced front yard setback of 20' and a rear yard setback of 10', which they received. The amenities included a 14,250 sq. ft. common lot that provides the neighborhood an accessible natural area located near the gated entrance, and a 20 to 40 ft. wide landscaped buffer area along the Linwood Avenue frontage.

In 2007 a second application was submitted requesting the aforementioned relief in addition to 22' wide inverted crown streets, 40'-50' wide R.O.W. on the extension of the private streets, corner lot setback of 10' and rear yard at interior lot setback of 7.5'. It is important to note that additional site amenities were not provided as a part of Unit 6, and no explanation of this omission was included in the 2007 staff report.

The zoning at this site has changed several times prior to and following the 2007 approval noted above. An overall development plan was submitted as part of the second PUD application (C-69-07) which detailed the 142 acre Brushy Bayou Development showing the proposed 181 future residential lots with a future commercial area along the frontage of West Bert Kouns Industrial Loop. Since then a 91 acre tract was rezoned from R-A to C-3 (C-72-12), which effectively eliminated any future residential plans. The 6.966 acre tract under consideration in this application, was not part of the 91 acre rezone, but was rezoned from R-A & R-1D to C-3 & R-1-7 when the UDC (Unified Development Code) took effect on May 15, 2017.

If approved, this preliminary site plan will also act as a preliminary plat, which is only available to single family residential planned unit development (PUD) requests. A final plat, which is considered the final site plan, will be required for review and approval by the Executive Director prior to the issuance of any permits. The applicant has been made aware of this process.

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**PRELIMINARY SITE PLAN CONSIDERATIONS:**

There is a detention pond with a fountain located to the south of both the proposed and existing units and is included in the preliminary site plan boundary. A 0.6 acre portion of the green space surrounding the detention pond is proposed as a pocket park. A 3' wide, 500' long looping asphalt walking trail will connect to a 15' wide access easement (entry path) stretching 400' to the unnamed roadway that connects to Mykanos Trail in Unit 8. An existing lift station sits at the northeast corner of the proposed park. A proposed 20' servitude is located between lots 105 and 106 in the existing development and will serve as a second connection between the nearest street, Mykanos Trail, and the walking trail within the pocket park.

It is important to note that the original plans submitted for the August 2<sup>nd</sup> MPC meeting included a number of amenities, which are not now reflected in the revised application, such as a fully enclosed pocket park and lockable gate, a walking trail at a width of 5', the addition of 14 large shade trees, a 1,200 SF pavilion and 3 metal benches that were later exchanged for two picnic tables and then removed from consideration by the applicant. The fencing around the entire pocket park was eliminated as a means to allow unobstructed views of the detention pond from the walking trail within the pocket park. Instead, a 6' wood fence is proposed along the rear of lots 152, 153, 103, 104 and 105 which back up to the detention and park area, and the eastern side of the park. The remaining items were eliminated from the proposed amenities by the applicant due to the applicant's assertion that the project will be financially infeasible without the removal and/or downscaling of these items.

The revised conceptual plan for the proposed pocket park includes a number of existing trees and underbrush. Instead of landscaping the site, the applicant has elected to keep the existing trees, remove the underbrush and replace it with mulch. While the inclusion of seeding or the provision of sod, along with mulch, would be preferred, the addition of mulch will add to the natural feel of the park and help protect the site from erosion. Staff asserts that drought resistant/low maintenance landscaping should also be added along the entry path from the road into the park and along the outer ring of the walking trail to provide erosion control and long-term maintenance of the property.

While the inclusion of a pocket park near the detention area is a logical pairing; the actual placement of the park presents a concern that is also worth mentioning. As planned, the park is situated at the rear of both the existing and proposed units and out of view from any of the roadways within the development. This arrangement, coupled with a lack of security measures to restrict access may serve to make patrons using the park especially vulnerable. This may be true regardless of the time of day; however, it would be particularly concerning at night. As a result, security is a major priority that cannot be ignored in considering this amenity.

The applicant intends to add a pole-mounted metal sign that warns patrons that the park closes at dusk and those that enter do so at their own risk. The inclusion of some type of signage is appropriate; however, even when coupled with the alternative access into and out of the park, these methods do little to safeguard patrons given the remote location of the park, especially for children. The addition of a lockable gate at both entrances and an extension of the 6' wooded fence to the roadway would go a long ways toward adding security to this space.

The R.O.W. within the subdivision varies between 40'-50' in width and is proposed to be a private street, similar to Units 3 and 6. Each lot is proposed with a 20' front yard setback, which is also present in the prior units. Both items are submitted as ordinance relief. This is a crucial element of the application, as the applicant proposes that the water and sewer be maintained by the City of Shreveport. Per the City of Shreveport Department of Engineering, publicly maintained facilities require the minimum right-of-way width for a public road, plus the standard setback to allow for sufficient space to monitor or make repairs. It should be noted that while the City of Shreveport has allowed private roads with publicly owned and maintained water and sewer utilities in the past, the Department of Engineering has notified the MPC that this practice will no longer be continued. However, the current phase was considered for the same arrangement as the prior units and the request was granted with the qualification that additional documentation be provided to the Department of Engineering prior to the issuance of permits. In this particular case, a hold harmless agreement will also be required, which the City of Shreveport's Department of Engineering will address at permitting. The plan also indicates a 7.5' interior lot rear yard setback and a 10' rear yard setback, which are included in the request for ordinance relief.

It should also be noted that the future home owner's association (HOA) for this development will be expected to monitor and maintain each of the proposed amenities. A copy of the covenant for the prior units was furnished, which indicated that an assessment was collected as a means to maintain the common area and any related fixtures, as necessary. While it can be assumed that a similar arrangement will be established for Unit 8, no such agreement was provided despite multiple requests to the applicant.

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#### PUD REQUESTED ORDINANCE RELIEF:

- 20' front yard setback in lieu of 30' requirement.
- 10' rear yard setback in lieu of 15' requirement.
- 7.5' interior lot rear yard setback in lieu of 15' requirement.
- 40' to 48' wide R.O.W. private streets in lieu of the required 49' for a public road.

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#### PROPOSED SITE AMENTIES:

In exchange for the flexibility to obtain the ordinance relief noted above, the applicant has offered the following amenities, in excess of the ordinance standards:

- The construction and installation of the following amenities in a 0.6 acre designated pocket park:
  - 500' long asphalt 3' wide walking trail looping throughout the park and extending along a dedicated 15' wide access easement (entry path), approximately 400' to the unnamed roadway that connects to Mykanos Trail in Unit 8;
  - A 20' wide servitude on the northeast corner of the park which connects the existing road, Mykanos Trail, to

- the proposed walking trail;
  - A 6' solid wood fence located at the rear of lots 152, 153, 103, 104 and 105 and along the eastern edge of the park; and
  - The removal of underbrush and the addition of mulch within the pocket park; and
  - A pole-mounted metal warning sign for patrons.
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#### **STAFF RECOMMENDATION:**

Staff recommends approval of this application subject to the following stipulations:

- Development of the subject property shall be in substantial accord with the approved preliminary site plan (preliminary plat) with a revision showing the 15' wide access easement, 3' wide pedestrian walking trail throughout the proposed pocket park, and the wet detention pond with fountain.
  - Approval of the requested ordinance relief along with the proposed amenities as documented in this report and as shown in the attached concept plan for the proposed pocket park and pedestrian walking trail, but with the following revisions: (1) show drought resistant grass or other living landscaping material provided along the entry path and outer ring of the walking trail; (2) show an extension of the 6' solid wood fence along the entry path to the unnamed roadway that connects to Mykanos Trail, and (3) provide a gated entry at both entrances with access hours posted for patrons;
  - Amenities shall be installed prior to the issuance of any building permits for single family residential lots in Unit 8.
  - Provide clear documentation of the Home Owners Association (HOA) and its responsibilities in maintaining the proposed amenities.
  - A final plat (site plan) shall be submitted for the review and approval by the Executive Director prior to the issuance of building permits.
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#### **PUBLIC'S ASSESSMENT:**

1 spoke in support; there was no opposition present.

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#### **BOARD'S DECISION:**

The Board voted 8-0 to recommend approval of this application subject to the following stipulations:

- Development of the subject property shall be in substantial accord with the approved preliminary site plan (preliminary plat) with a revision showing the 15' wide access easement, 3' wide pedestrian walking trail throughout the proposed pocket park, and the wet detention pond with fountain.
  - Approval of the requested ordinance relief along with the proposed amenities as documented in this report and as shown in the attached concept plan for the proposed pocket park and pedestrian walking trail, but with the following revisions: (1) show drought resistant grass or other living landscaping material provided along the entry path and outer ring of the walking trail; (2) show an extension of the 6' solid wood fence along the entry path to the unnamed roadway that connects to Mykanos Trail, and (3) provide a gated entry at both entrances with access hours posted for patrons;
  - Amenities shall be installed prior to the issuance of any building permits for single family residential lots in Unit 8.
  - Provide clear documentation of the Home Owners Association (HOA) and its responsibilities in maintaining the proposed amenities.
  - A final plat (site plan) shall be submitted for the review and approval by the Executive Director prior to the issuance of building permits.
- 

The information stated herein is the result of discussion by a staff review team. The Board members will use all information made available to them in making their decision. A Planning Commission approval is a use approval only. The applicant is still responsible for complying with all other applicable Zoning Ordinance requirements and obtaining all necessary permits and approvals from other departments or agencies. This shall include, but not be limited to the requirements of the Zoning Administrator, building permits, liquor licenses, the parish health unit, and Certificates of Occupancy.



**BRUSHY BAYOU HOMEOWNER'S ASSOCIATION, INC.**  
**1195 HAWN AVENUE**  
**SHREVEPORT, LOUISIANA 71107**  
318-425-3566 / 318-425-0320 Fax

September 25, 2017

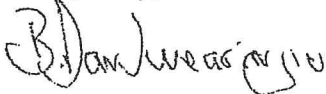
Re: Streets, Parks and other Common Areas of  
Brushy Bayou Subdivision, Shreveport, LA

TO WHOM IT MAY CONCERN,

Please be advised that the Homeowner's Association currently owns all the private roads and the common areas in the subdivision. All current and future maintenance and upkeep for private roads and other common areas within the referenced subdivision is the exclusive responsibility of the Brushy Bayou Homeowner's Association, Inc., their successors or assigns.

Please be advised that it is the intent of the Homeowner's Association to be responsible for maintaining all of the amenities of the proposed "Park" in the current plans for Brushy Bayou Subdivision, Unit Number 8.

Yours very truly,

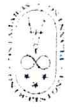


B. Dan Swearingin  
Brushy Bayou Homeowner's Association, Inc.  
Manager

RECEIVED

SEP 25 2017

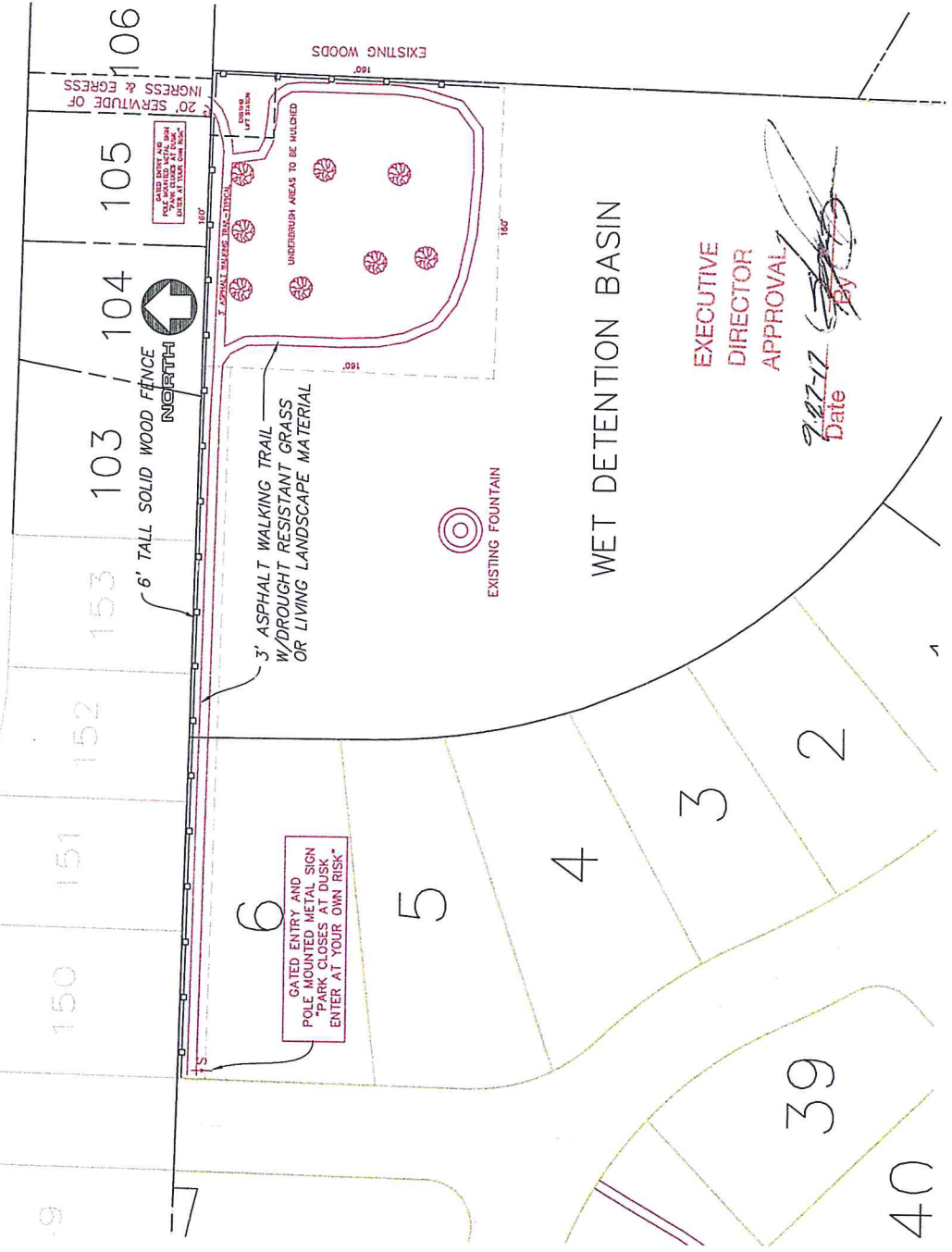
Metropolitan Planning  
Commission



**Mohr and Associates, Inc.**  
 Consulting Civil Engineers & Land Surveyors  
 1324 N. Hearne Ave., Ste 301  
 Shreveport, Louisiana 71107  
 Phone: (318) 686-7190  
 Fax: (318) 402-4400

RECEIVED

FOR: BRUSHY BAYOU PROPOSED PARK (0.63ACRES)  
 Date: Jul 20, 2017  
 Scale: 1"=60'  
 Drawn: B. ANDERSON  
 Job:



EXECUTIVE  
 DIRECTOR  
 APPROVAL

By: *[Signature]*  
 Date: 7-27-17

Metropolitan Planning Commission

SEP 15 2017

Job  
 Drawn B. ANDERSON  
 Scale 1"=60'  
 Date Jul 20, 2017

RECEIVED

SEP 19 2017

Metropolitan Planning Commission

FOR:  
 BRUSHY BAYOU  
 PROPOSED PARK (0.63ACRES)

Mohr and Associates, Inc.  
 Consulting Civil Engineers & Land Surveyors  
 1324 N. Hearne Ave., Ste 301  
 Shreveport, Louisiana 71107  
 Phone: (318) 686-7190  
 Fax: (318) 402-4400

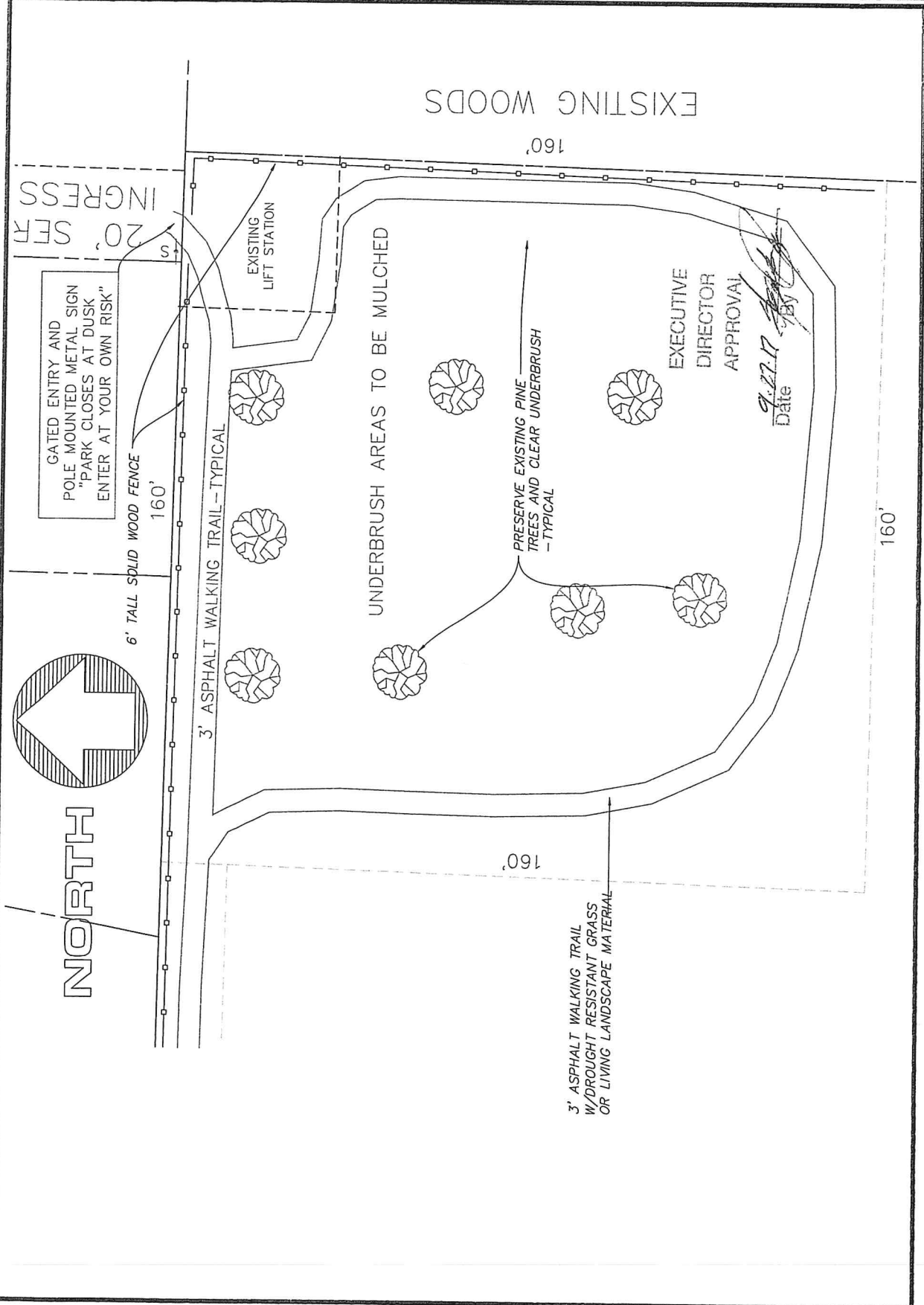


Date: Jul 20, 2017  
 Scale: 1"=20'  
 Drawn: B. ANDERSON  
 Job:

RECEIVED  
 SEP 13 2017  
 Metropolitan Planning

PROPOSED PARK (0.6 ACRE±)  
 BRUSHY BAYOU  
 F.O.R.:

Mohr and Associates, Inc.  
 Consulting Civil Engineers & Land Surveyors  
 1324 N. Hearne Ave., Ste 301  
 Shreveport, Louisiana 71107  
 Phone: (318) 686-7190  
 Fax: (318) 402-4400





Job  
 Drawn B. ANDERSON  
 Scale 1"=60'  
 Date Jul 20, 2017

RECEIVED  
 SEP 13 2017  
 Metropolitan Planning

FOR:  
 BRUSHY BAYOU  
 PROPOSED PARK (0.63ACRES)

Mohr and Associates, Inc.  
 Consulting Civil Engineers & Land Surveyors  
 1324 N. Hearne Ave., Ste 301  
 Shreveport, Louisiana 71107  
 Phone: (318) 686-7190  
 Fax: (318) 402-4400

