



CADDO PARISH PLANNING AND ZONING COMMISSION
505 Travis Street, Suite 440 | Shreveport, LA 71101 | p 318-673-6480 | f 318-673-6112

June 18, 2024

Tietjen, Jeff Dwight
10125 Saratoga Dr
Shreveport La 71115-3451

GEO Number: 171334077040600

Subject: Neighborhood Participation Meeting for Rezoning from a C-1 to C-2 district for an Event Venue.

Dear Tietjen, Jeff Dwight -

Why are you receiving this letter?

An application to rezone from a C-1 district to a C-2 district for an Event Venue has been submitted to the Metropolitan Planning Commission (MPC) Office. This NPP meeting will allow neighborhood residents and businesses the opportunity to learn more about the proposed project as well as ask questions regarding any perceived concerns. **No official decisions will be made at the Neighborhood Meeting; there will be a Board meeting to officially rule on this case at a later date.**

The MPC Office has sent this letter to all property owners within 1,500' of the project. However, all neighborhood residents may not have received this letter. I encourage you to send this information to your neighbors to make sure that all neighborhood residents are aware of this proposed project.

Where and when is the NPP meeting?

The NPP meeting will take place: **Tuesday, July 2, 2024 at 6:00pm**
Venue: 1133 Kay Lane in Shreveport

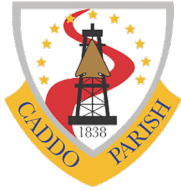
On the reverse side of this letter, you'll find a copy of the Applicant's NPP Invitation Letter.

Should you have any questions, please don't hesitate to contact me, or a member of my staff at (318) 673-6480. Simply ask to speak with someone about this proposed project. Don't hesitate to forward this information to your neighbors to make sure that all area residents are aware of what is going on in your neighborhood. Let's get everyone involved!

Sincerely,

A handwritten signature in blue ink, appearing to read 'Alan Clarke', is written in a cursive style.

Alan Clarke
Executive Director



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Dear Neighbor,

We are Tracey and Kaylin Little, we are currently wanting to lease the building at 1133 Kay Lane. It has been vacant for years and we are converting it into a small reception/event venue. The types of events we will hold there consist of baby showers, bridal showers, corporate events, adult birthday parties, and small weddings. The days and times of events will vary throughout the week and would go no later than 10 pm on weekdays and 11 pm on weekends.

The location of the building is currently zoned as C1 which does not allow for a reception facility according to article 4, section 4.3 of the Shreveport Caddo Zoning District Regulations. Therefore, we are applying for a zoning change from a C1 to a C2 which allows us to operate a reception/event venue.

The building is 3,395 square feet and is single story. It has an existing parking lot with 19 spaces but we will be adding an additional parking lot that will be attached to the existing parking lot to meet the requirements.

Since you are a nearby neighbor or otherwise interested in the neighborhood, we are inviting you to a meeting where you can learn more about our plans for the location and present us with any questions or concerns you may have.

Our application has been heard by both the Metropolitan Planning Commission and the City Council but before we formally submit our application to the Metropolitan Planning Commission we must have the meeting.

The meeting will take place at:
1133 Kay Lane, Shreveport, LA 71105
Tuesday, July 2, 2024 at 6pm

We will provide a sign-in sheet at the meeting to obtain your name and email address to keep you informed on any updates or changes to the project. If you are unable to attend the meeting and would still like to receive the information we will be covering, please feel free to contact us. If you have any further questions or comments, you can reach us at party@ellingtonvenue.com. We're looking forward to seeing you at the meeting on July 2nd.

Thank you,
Tracey Little
Kaylin Little



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June 18, 2024

Bloomer, David Darrell And
131 Eagle Bend Way
Shreveport La 71115

GEO Number: 161303016003200

Subject: Neighborhood Participation Meeting for Rezoning from a C-1 to C-2 district for an Event Venue.

Dear Bloomer, David Darrell And -

Why are you receiving this letter?

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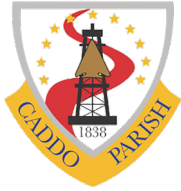
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Tracey Little
Kaylin Little