

**CADDO PARISH PLANNING AND ZONING COMMISSION
SUMMARY MINUTES OF THE PUBLIC HEARING JULY 24, 2024**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, July 24, 2024 at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. Members met in the MPC Conference room prior to the hearing for case manager presentations.

Members Present

Jake Brown, Chairperson
Laura Neubert
Lauren Marchive, III
Damon Humphrey, Sr.

Staff Present

Alan Clarke, Executive Director
Stephen Jean, Deputy Director
Henry Bernstein, Parish Attorney's Office
Adam Bailey, Community Planning & Design Manager
Reginald Jordan, Zoning Administrator
Kamrin Hooks, Executive Assistant
Walter Johnson, Community Planner 1
Christian Terrell, Planner 1

Members Absent

Constance Green
Phyllis Hart

The hearing was opened with prayer by **MR. HUMPHREY, SR.** . The Pledge of Allegiance was led by **MS. NEUBERT.**

The meeting was called to order & the procedure for hearing the applications on today's agenda was explained. Speakers should speak clearly into the microphone & give their name & mailing address for further reference. Comments on any item not on the agenda will be limited to 3 minutes at the end of the public hearing. Any written comments that were submitted may be viewed in the public record files.

All decisions rendered by the Caddo Parish Planning And Zoning Commission are subject to appeal to the appropriate governing body, the Caddo Parish Commission. Appeals must be filed within 10 days from the date a decision is rendered by the Caddo Parish Planning and Zoning Commission.

A motion was made by MR. MARCHIVE, III, seconded by MR. HUMPHREY, SR., to approve the minutes of the June 26, 2024 public hearing as submitted.

The motion was adopted by the following 4-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. NEUBERT Nays: NONE. Absent: Meses. GREEN, & HART

PUBLIC HEARING

CASE NO. 24-13-P ZONING REQUEST

Applicant: TOUC TRAN
Owner: Truc T. Tran
Location: 261 E FLOURNOY LUCAS RD (S side of E Flournoy Lucas Rd, approx. 1,290' W of Ellerbe Rd)
Existing Zoning: R-1-7
Request: R-1-7 to C-1
Proposed Use: Commercial

Representative &/or support: NONE

Opposition: NONE

A motion was made by MS. NEUBERT seconded by MR. MARCHIVE, III to recommend for approval from R-1-7 to C-1.

The motion was adopted by the following 4-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. NEUBERT Nays: NONE. Absent: Meses. GREEN, & HART

CASE NO. 24-20-P ZONING REQUEST

Applicant: MOHR AND ASSOCIATES, INC.
Owner: Dat Huynh, LLC
Location: TBD Linwood Avenue (southwest corner of Linwood Ave and Mayo Rd)
Existing Zoning: R-A
Request: R-A to R-1-7
Proposed Use: single-family residential

Representative &/or support:

Rob Rollins 1324 N Hearne Ave Ste.301, Shreveport, LA, 71107

Rollins stated that he would answer any questions that the Board had for him. No further discussion ensued.

Opposition: NONE

A motion was made by MS. NEUBERT seconded by MR. MARCHIVE, III to recommend for approval from R-A to R-1-7.

The motion was adopted by the following 4-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. NEUBERT Nays: NONE. Absent: Meses. GREEN, & HART

CASE NO. 24-21-P ZONING REQUEST

Applicant: THE ELLINGTON
Owner: Testament Real Estate LLC
Location: 1133 KAY LN (south side of Kay Lane, approx. 480 ft west of E Kings Hwy)
Existing Zoning: C-1
Request: C-1 to C-2
Proposed Use: Reception Facility

Representative &/or support:

Tracey Little 5057 Dixie Garden Dr, Shreveport, LA, 71105

Little stated that they want the property rezoned to open an event space. She stated that the property is already in a multi-use area and has many commercial zones. She stated that there is a need for this type of venue space in Shreveport and they would like to fulfill it. NEUBERT asked what the hours of operation would be, she stated that they are not sure; however, on the weekend nothing past 10 or 11 pm and they will be available to be open seven days a week.

Kaylin Little 5057 Dixie Garden Dr, Shreveport, LA, 71105

Little stated that are many businesses that offer the same services that their event center will be offering. She stated that at the NPP meeting they explained the renovations that will be done to the building. Little stated that they will be updating the interior and exterior of the building, including a decorative privacy fence which they have spoken with the adjacent neighbors about to ensure privacy is kept. She stated that additional water running onto the rear property owners land was brought up and to help that they will consider not having the fence go down the entire property line.

Dr. Lorraine Krajewski 10615 Gold Coast Ct, Shreveport, LA, 71115

Krajewski stated that she was concerned about a vacant building just sitting there. She stated that as it is a C-1 zoning already, businesses which meet the needs of the area could be placed there, like a restaurant or laundromat, and she feels that having an event center which will not operate 24/7 would be great.

Geroge Etheregde 1224 Pine Island Rd, Shreveport, LA, 71107

He asked for clarification on parking.

Opposition:

Wendell Brooks 10700 E Kings Hwy, Shreveport, LA, 71115

Brooks stated that he does not want parties and drinking two houses down from where he lives as those things cannot be controlled fully by the applicant.

Cynthia Brooks 1155 Kay Ln, Shreveport, LA, 71115

Brooks stated that they have a lot of traffic and wrecks on that street and adding an event center will make it worse with people entering and exiting relatively at the same time. NEUBERT asked if any businesses had been in that building since, she lived in the area and what was the impact, Brooks answered yes, churches and the women of the world were there, and they had little impact on the area.

Rebuttal:

Tracey Little 5057 Dixie Garden Dr, Shreveport, LA, 71105

Little stated they are only required to have 17 parking spaces plus the handicapped space to be in compliance, however they are wanting to add more spaces, first towards the masonic lodge and then towards the rear property line. NEUBERT asked for the building capacity. Little stated that the building has a capacity of 128, but they will max it out at 70-75 people. She stated that she does not want wild night parties, it will be bridal showers and corporate events. HUMPHREY asked what they would do if a party had more than they wanted to host. She stated that the individuals who want to use the event center would have to fill out an application stating how many people would be there and if it is 1-50 people a police officer will have to be present, if it is 51 to 75 people two will have to be there.

NEUBERT asked MPC staff if they had any jurisdiction to limit capacity. CLARKE said yes, they did.

A motion was made by MR. MARCHIVE, III seconded by MR. BROWN to recommend for approval from C-1 to C-2.

The motion was adopted by the following 4-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. NEUBERT Nays: NONE. Absent: Meses. GREEN, & HART

CASE NO. 24-22-P SPECIAL USE PERMIT & SITE PLAN

Applicant:	THE ELLINGTON
Owner	Testament Real Estate LLC
Location:	1133 KAY LN (south side of Kay Lane, approx. 480 ft west of E Kings Hwy)
Existing Zoning:	C-1
Request	special use permit & site plan approval
Proposed Use:	Reception Facility

Representative &/or support:

Tracey Little 5057 Dixie Garden Dr, Shreveport, LA, 71105

Little stated they are wanting to build a small patio and they may have a special area dedicated to smoking. NEUBERT asked for the number of parking spaces they will have. JEAN stated that there are 17 on the site plan and it meets regulations. MARCHIVE asked if the applicant will maintain the landscaping and fencing requirements, Little stated that yes, but she doesn't understand why she needs shrubs and fencing. JEAN stated that having shrubs is a space saver that limits the activity that can happen there.

Dr. Lorraine Krajewski 10615 Gold Coast Ct, Shreveport, LA, 71115

Krajewski stated that she does not understand how the previous case and this case can possibly not be both approved as they seem to go in tandem with each other. She stated that she feels like if something else moved in that it would be worse for the area.

Opposition: NONE

A motion was made by MR. MARCHIVE, III seconded by MR. BROWN to approve the application with stipulations of compliance with package submitted, fencing, landscaping and parking.

The motion was adopted by the following 4-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. NEUBERT Nays: NONE. Absent: Meses. GREEN, & HART

CASE NO. 24-7-BAP SPECIAL EXCEPTION USE

Applicant: ARIELLE RUSSO
Owner: Syguima Llc
Location: 4542 PINE KNOLL DR (E side of Pine Knoll Dr, approx. 1,000' N of Kent Rd)
Existing Zoning: R-1-12
Request: SEU for manufactured home
Proposed Use: Dwelling - Manufactured Home

Representative &/or support:

Arielle Russo 8601 Millicent Way Apt.310, Shreveport, LA, 71115

Russo stated that she wants to have this home to take care of her mother and there are many manufactured homes around this area. NEUBERT asked about who would provide water and sewer. Russo stated that the city only provides water and not sewer. NEUBERT stated that as mentioned in the staff report this area has 15 manufactured homes already placed in the area and this area may need to be looked at to change to a zoning that is better suited. CLARKE stated that as the commission considers making an update to the masterplan that this will be something they take into consideration.

Opposition: NONE

A motion was made by MS. NEUBERT seconded by MR. MARCHIVE, III to approve the application as submitted

The motion was adopted by the following 4-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. NEUBERT Nays: NONE. Absent: Meses. GREEN, & HART

CASE NO. 24-23-P ZONING REQUEST

Applicant: SANDI WHITE
Owner: SANDI WHITE
Location: 8800 BLANCHARD FURRH RD (nw corner of Blanchard Furrh Road and Lucas Lane)
Existing Zoning: R-A
Request: R-A to R-A PUD
Proposed Use: multi-family residential

Representative &/or support:

Sandi White 818 Poleman Rd, Shreveport, LA, 71107

White stated that she wants to get approved to have accessory dwelling units. NEUBERT asked if all dwellings on the property had water and sewer service to which the applicant answered yes. MARCHIVE asked if they are separate sewer systems, White answered no. CLARKE asked that the case be deferred and continued to get with the health department. NEUBERT stated she had just received a document which stated that 3 dwelling units under one sewage system will never be allowed. BROWN stated it needs to be deferred and continued until they can get with the health department and figure out the sewer system. NEUBERT stated she thinks it should also be deferred. MARCHIVE asked if the tiny homes were on pier and beam and the applicant stated yes, technically they could be moved.

HUMPHREY recused himself from voting.

Chris Krackman 505 Travis St, Shreveport, LA, 71101

Kracman stated that he thinks that this case should be passed along with the stipulation of getting the septic figured out. BROWN asked how Tim Weaver felt about this case, Kracman stated he was fine. CLARKE pointed out that PUDs are permanent and stay in place even if the applicant moves away.

Opposition:

R. Jean Humphrey 8820 Blanchard Furrh, Shreveport, LA, 71107

Humphrey stated that she lives in the home right next to the applicant's property and there are 4 livable structures not 3 as the barn has an apartment at the top. She stated that having 2 dwellings is allowed, but 4 is too many and with the septic the smell is horrible outside. She informed the Board that of all the neighboring properties in the area, they all only have up to 2 dwelling

units in the area. BROWN stated that as the applicant's property is over 5 acres large, it could be divided into 5 lots and have a home on each lot. NEUBERT asked Humphrey could a privacy fence be put up to mitigate some of the concerns they have, she stated that they would still have to drive by it every day.

Rachael Driskell (undecided) 3702 Lucas Ln, Shreveport, LA, 71107

Driskell stated that the neighborhood is quiet, and they do not want a trailer home park by them. She stated that she thinks a stipulation needs to be created that stops them from being able to turn the place into a trailer park.

Rebuttal:

Sandi White 818 Poleman Rd, Shreveport, LA, 71107

White stated that no one came to the NPP meeting except for Commissioner Kracman. She informed the Board that her possible plans for the property are to build a home for her family to live in and do away with the tiny home and trailer. She stated she has gotten the septic serviced and cleaned out, however with maintaining the property, it is harder after it rains, and it holds water. She stated that the barn has a room they use for storage and a bathroom and washer and dryer they use. MARCHIVE asked about the plumbing in the barn, White stated it has a shower which was there before she got there, and it has a toilet and sink. NEUBERT asked could the Board add a stipulation to do more with the septic tank. CLARKE stated that zoning enforcement could stay in touch with the Caddo health department.

A motion was made by MS. NEUBERT seconded by MR. BROWN to bring the applicant back to the podium.

The motion was adopted by the following 3-0 vote: Ayes: Messrs. BROWN & MARCHIVE and Mses. NEUBERT Nays: NONE. Absent: Mses. GREEN, & HART Abstain: Messrs. HUMPHREY

Sandi White 818 Poleman Rd, Shreveport, LA 71107

NEUBERT asked where the septic spray regarding the property line is. The applicant showed they are on the property line. NEUBERT asked was the applicant willing to move the sprinklers or do something else to help her neighbors. White stated she would be willing to consider. MARCHIVE asked the applicant if she had noticed a smell. She stated that sometimes yes, but no septic tank is odorless.

A motion was made by MR. MARCHIVE, III seconded by MS. NEUBERT to defer and continue on August 28, 2024.

NEUBERT asked how the health department will get involved. CLARKE stated that the MPC office can contact them, and the PUD will clear up the nonconformity issues of the structures on the property.

The motion was adopted by the following 3-0 vote: Ayes: Messrs. BROWN & MARCHIVE and Mses. NEUBERT Nays: NONE. Absent: Mses. GREEN, & HART Abstain: Messrs. HUMPHREY

CASE NO. 24-01-CTAP CODE TEXT AMENDMENT

Applicant: Caddo Planning and Zoning Commission
Request: Code Text Amendments to the Caddo Parish UDC regarding Short Term Rentals

Representative &/or support:

George Etheregde 1224 Pine Island Rd, Shreveport, LA, 71107

Etheregde stated he is in favor as regulation is needed for short-term rental properties. He stated that in his neighborhood, someone had stated they have a home they would live in, yet they didn't. MARCHIVE explained that this case today is about making regulations that the zoning enforcement can enforce on behalf of the commission. NEUBERT informed Etheregde that he can call and pull his neighbors permits to see if he is allowed to have the rental. NEUBERT then asked about the short-term rental process. CLARKE stated they have a manual process and many people have registered but if people are reported who have not, they will be forced to register.

Opposition:

Ron H. Parrott 1315 W Pine Island, Shreveport, LA, 71107

Parrott informed the Board of a short-term rental violation in Pine Island that is taking over the area. 1332 and 1334 West Pine Island. JORDAN stated the homes have building permits for tiny homes and approved site plans. NEUBERT asked staff if there is a distance requirement between short-term rentals. CLARKE stated that 3 or more cannot be within 200feet of another short-

term rental. JORDAN stated that if people have been given permits and they got them under false pretenses and are not using them for what they were permitted for that he will get with BERNSTEIN to see what actions need to be taken. Parrott continued to inform the Board of what he says are violations in his area as a residence is actively operating as a business and no one is doing anything.

A motion was made by MR. MARCHIVE, III seconded by MR. HUMPHREY, SR. to defer and continue on August 28, 2024.

The motion was adopted by the following 4-0 vote: Ayes: Messrs. HUMPHREYS & MARCHIVE and Meses. NEUBERT Nays: NONE. Absent: Meses. GREEN, & HART Abstain: Messrs. BROWN

END OF PUBLIC HEARING

OLD BUSINESS

MARCHIVE asked about where the staff was with the update of the UDC. CLARKE stated that they suggested to the Caddo Commission that they should hire a consultant to make sure the public engagement is there.

NEW BUSINESS

OTHER MATTERS TO BE REVIEWED BY THE COMMISSION

CHAIR/BOARD MEMBER'S COMMENTS

ADJOURN 5:20 p.m.

Jake Brown, Chair

Lauren Marchive, III, Secretary