

October 10, 2024

Maranto, Sammy V And Sandara Olson Maranto  
2976 Lakewood Dr  
Shreveport La 71107

**GEO Number: 171424097001600**

**Subject: Neighborhood Participation Meeting; rezoning from an R-1-7 to a C-3 for a Parking lot as a Principal Use.**

Dear Maranto, Sammy V And Sandara Olson Maranto -

**Why are you receiving this letter?**

An application has been submitted to the MPC office for a Rezoning from an R-1-7 to a C-3 for a parking lot as a Principal Use. The MPC Office requires the applicant to hold a neighborhood meeting. This 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 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: **Thursday, October 24, 2024 at 5:00pm**  
Venue: **1111 Pierremont Road** 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,



Alan Clarke  
Executive Director

**NPP Meeting Information Form**

**i** This template is for informational purposes only, and should be used as a guide—and modified accordingly—to meet the specifics for your neighborhood meeting.

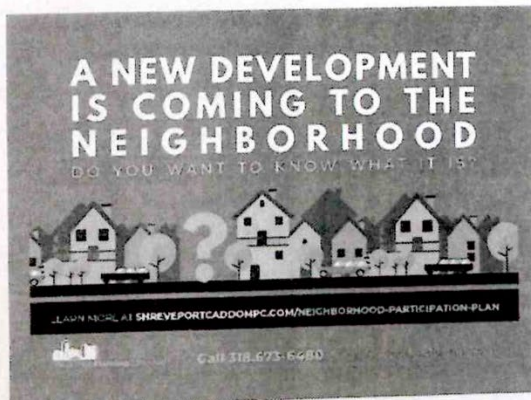
- Information about your neighborhood meeting shall be provided to MPC staff at least 14 calendar days before the scheduled meeting. MPC staff will then use this information to:
  - Distribute a meeting notification postcard to all residents residing within 500' of the proposed project's site, and
  - Post information about the meeting on the MPC's website, Facebook, and any other media platform, as applicable.
- Along with the information required below, please provide a letter—written to all neighborhood association's within one mile of the proposed project—to be sent by MPC staff (via email or US mail) prior to the scheduled neighborhood meeting. Please see the *Neighborhood Participation Plan Resource Guide* for an example letter. **Please note—the name of project, the project's address, a contact name for the meeting—all need to be included in the letter.**
- There is a \$50 Neighborhood Participation Plan processing fee.

**Please provide the following information for the NPP Postcard.**

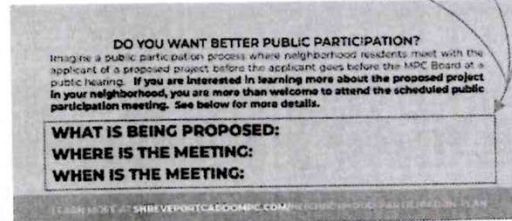
**WHAT IS BEING PROPOSED:** A Parking Lot  
*What type of development application are you proposing? (i.e., rezoning, special use permit, subdivision)*

**WHERE IS THE MEETING:** 1111 Pierremont Road, Shreveport LA  
*Where will the neighborhood meeting take place? (i.e., rezoning, the physical address of the location)*

**WHEN IS THE MEETING:** October 24th 5pm  
*When will the neighborhood meeting take place? (i.e., date and time if the meeting)*



SAMPLE. Front of NPP Postcard



SAMPLE. Back of NPP Postcard

October 10, 2024

Littlefield, Eva Scherba  
7110 University Dr Apt 204  
Shreveport La 71105-5043

**GEO Number: 171424101001000**

**Subject: Neighborhood Participation Meeting; rezoning from an R-1-7 to a C-3 for a Parking lot as a Principal Use.**

Dear Littlefield, Eva Scherba -

**Why are you receiving this letter?**

An application has been submitted to the MPC office for a Rezoning from an R-1-7 to a C-3 for a parking lot as a Principal Use. The MPC Office requires the applicant to hold a neighborhood meeting. This 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.***

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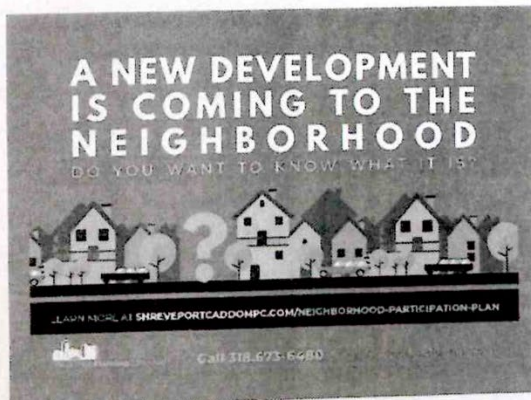
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SAMPLE. Front of NPP Postcard



SAMPLE. Back of NPP Postcard