

**SHREVEPORT METROPOLITAN PLANNING COMMISSION OF CADDO PARISH
SUMMARY MINUTES OF THE PUBLIC HEARING
July 1st, 2020**

The Metropolitan Planning Commission does hereby certify that it was unable to hold a commission meeting under regular quorum requirements due to COVID-19. On authority of the Governor under Section 4 of Proclamation Number JBE 2020-84, the next Commission meeting will be held via video/teleconference conference on Wednesday, July 1st, 2020 at 3:00pm. All efforts will be made to provide for observation and input by members of the public.

A regularly scheduled virtual public hearing of the Shreveport Metropolitan Planning Commission of Caddo Parish was held on Wednesday, July 1st, 2020 at 3:00 p.m. via a live video/teleconference. The members met prior to the public hearing for the case manager presentations.

Members Present

Winzer Andrews, Chair
Nancy Cooper, Immediate Past Chair
Lea Desmarteau, Vice Chair
Curtis Joseph, Secretary
Chris Elberson
Dale Colvin
Laura Neubert
Bessie Smith

Staff Present

Alan Clarke, Executive Director
Stephen Jean, Deputy Director
Reginald Jordan, Zoning Administrator
Adam Bailey, Community Planning & Design Mgr.
Markeya Daniel, Admin. Assistant
Gernine Mailhes, City Attorney's Office
Emily Trant, Executive Assistant
Alice Correa, Land Use Coordinator
Jake Palant, Planner
Ben Mohler, Planner

Members Absent

Mauricio Roca

The hearing was opened with prayer by **MR. ELBERSON**. 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. Comments submitted by the public were read into record by members of the MPC Board. Comments on any item not on the agenda will be limited to 3 minutes at the end of the public hearing. All comments that were submitted may be viewed in the public record files.

All decisions rendered by the Metropolitan Planning Commission are subject to appeal to the appropriate governing body, either the City Council or the Caddo Parish Commission. Appeals must be filed within 10 days from the date a decision is rendered by the Metropolitan Planning Commission.

A motion was made by MRS. SMITH, seconded by MS. NEUBERT, to approve the minutes of the June 3rd, 2020 public hearing as submitted.

The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, COLVIN, ELBERSON & JOSEPH and Meses. COOPER, DESMARTEAU, NEUBERT & SMITH Nays: NONE. Absent: Messrs. ROCA.

CONSENT AGENDA

There were no items on the consent agenda.

PUBLIC HEARING

CASE NO. 20-47-C ZONING REQUEST

Applicant: MOHR AND ASSOCIATES, INC
Owner: Yolanda F Burnom
Location: 1519 Creswell Ave (East side of Creswell Ave., approx. 240' south of Jordan St.)
Existing Zoning: R-HU
Request: Special Use Permit & Site Plan Approval
Proposed Use: Office w/ Expanded Parking Lot

DRAFT

Alice Correa presented the application to the Board and stated the following recommendation with stipulations: Staff recommends approval of the Special Use Permit and site plan, with the following stipulations to be fulfilled prior to issuance of permits:

1. A revised site plan that (a) eliminates the fence along the property lines of Lots 6 and 7, and (b) shows the 6' solid screen fence between the new parking area and the residential property to the east, must be submitted to the Executive Director for approval.
2. A servitude of passage agreement to allow widening of the Creswell Avenue driveway must be recorded with the Caddo Parish Clerk of Court. If the servitude is not obtained, the parking expansion will not be allowed and a revised site plan showing only the Creswell Avenue lot and the existing parking and access must be submitted to the Executive Director for approval.
3. The properties must be re-platted into a single lot. If the servitude is not obtained, the parking expansion will not be allowed and a re-plat would not be required.
4. A Certificate of Appropriateness must be obtained from the Historic Preservation Commission. If the HPC imposes modifications, a revised site plan must be submitted to the Executive Director for approval.
5. An approved irrigation plan for the new landscape is required prior to issuance of permits.

Representative &/or support:

Andy Craig 1324 N Hearne Avenue, Shreveport, LA 71107

Opposition:

Tom Arceneaux 536 Jordan Street, Shreveport, LA 71101

A motion was made by MS. NEUBERT, seconded by MR. COLVIN, to approve this application with the staff recommended stipulations.

The motion was adopted by the following 6-2 vote: Ayes: Messrs. ANDREWS, COLVIN, ELBERSON & JOSEPH and Meses. DESMARTEAU & NEUBERT Nays: Meses. COOPER & SMITH. Absent: Messrs. ROCA.

CASE NO. 20-3-SC PRELIMINARY PLAT (MAJOR)

Applicant: FORTE AND TABLADA
Owner: LLC Ramsey Hoffpaur St Development
Location: 0 Forest Trail Dr (100' west of Trail and Whispering Path Drive)
Existing Zoning: R-1-7 (PUD)
Request: 12- Lot Single-Family Residential Subdivision
Proposed Use: Southern Trace Phase V- Section XXIX

Jake Palant presented the application to the Board.

There were no comments submitted in support or opposition to this application.

A motion was made by MR. COLVIN, seconded by MR. JOSEPH to approve this application.

The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, COLVIN, ELBERSON & JOSEPH and Meses. COOPER, DESMARTEAU, NEUBERT & SMITH Nays: NONE. Absent: Messrs. ROCA.

CASE NO. 20-59-C SPECIAL USE PERMIT & SITE PLAN

Applicant: MOHR AND ASSOCIATES, INC.
Owner: Brentwood Acquisition- Shreveport, Inc.
Location: 1100 blk Highland Ave. and Vine St. (SW corner of Highland Ave. and Vine St.)
Existing Zoning: C-UC
Request: Special Use Permit & Site Plan Approval
Proposed Use: Parking Lot

Alice Correa presented the application to the Board.

Representative and/or support:

Andy Craig 1324 N Hearn Avenue, Shreveport, LA 71107
Brad Massett 8321 Line Avenue, Suite 100, Shreveport, LA 71102

DRAFT

Mr. Craig stated they were prepared to close and abandonment the right of way as necessary.

Letter of opposition that was submitted and read by Ms. Desmarteau:

Luther Cox 512 Wall Street, Shreveport, LA 711101

Mr. Cox explained that he will not have access to his backyard parking space. The letter submitted by Mr. Cox may be viewed in the public record files.

Mr. Massett stated that the top two photos submitted are about a block away from the subject alley. The bottom two photos show the subject alley; there is an RV that is sitting in the alley as shown. If the RV was removed then Mr. Cox could have access to his place. Mr. Clarke confirmed that the RV is not legally parked and that Mr. Cox will indeed be able to access his property. Mr. Massett stated that there is a man living in the RV; Mr. Clarke stated that this is even more of a violation.

A motion was made by MRS. SMITH, seconded by MR. ELBERSON to approve this application with stipulations.

The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, COLVIN, ELBERSON & JOSEPH and Meses. COOPER, DESMARTEAU, NEUBERT & SMITH Nays: NONE. Absent: Messrs. ROCA.

CASE NO. 20-60-C ZONING REQUEST

Applicant: CAROLYN GRIFFEN
Owner: Spokane Company LLC
Location: 3500 blk Clyde Fant Parkway (East side of Clyde Fant Parkway at the intersection of E. Preston St.)
Existing Zoning: R-E
Request: R-E to C-3
Proposed Use: Commercial Mixed Use

Ben Mohler presented the application to the Board.

There were no comments submitted in support or opposition to this application.

A motion was made by MRS. COOPER, seconded by MS. NEUBERT to recommend this application for approval.

The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, COLVIN, ELBERSON & JOSEPH and Meses. COOPER, DESMARTEAU, NEUBERT & SMITH Nays: NONE. Absent: Messrs. ROCA.

CASE NO. 20-61-C SPECIAL USE PERMIT & SITE PLAN

Applicant: VERTICAL 1 WIRELESS
Owner: S & W Land Management, LLC
Location: TBD Lincoln Dr. (S side of Lincoln Dr., approx. 220' NE of N Market Street)
Existing Zoning: C-1
Request: Special Use Permit & Site Plan Approval
Proposed Use: Wireless Telecommunications

Jake Palant presented the application to the Board.

Representative &/or support:

Lewis Martin (unable to record address)
Brian McNew 3556 Youree Drive, Shreveport, LA 71105

Mr. Lewis stated that he was not confident that the shrubs would cover the fence and hopes the MPC would reconsider this requirement. Mr. Lewis explained that if the cell tower fell due to a catastrophic event, it would break at the weakest point – in other words the midpoint.

Mr. Colvin questioned how the applicant could get around the need for the shrubs, as raised by the applicant. Mr. Clarke explained that this tower is abutting a residential neighborhood and the need for landscaping and screening is to buffer the use from the residential dwellings; this will help soften the impact of a 160' tower.

DRAFT

Brian McNew stated that property owner has proposed to take care of the required landscaping.

There were no comments submitted in opposition to this application.

A motion was made by MR. COLVIN, seconded by MRS. SMITH, to approve this application with the staff recommended stipulations.

The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, COLVIN, ELBERSON & JOSEPH & Meses. COOPER, DESMARTEAU, NEUBERT & SMITH Nays: NONE. Absent: Messrs. ROCA.

CASE NO. 20-62-C ZONING REQUEST

Applicant: SOUTHWEST ELECTRIC POWER COMPANY
Owner: Caddo Parish School Board
Location: 3460 Hutchinson St (West side of Hutchinson Street and Meadow Lane Intersection)
Existing Zoning: R-1-7
Request: R-1-7 to C-1
Proposed Use: Office

Emily Trant presented the application to the Board.

Representative &/or support:

John Garcia 539 N Carancahua, Corpus Christi, TX 78401

Mr. Clarke explained that Bishop Larry Brandon was initially in opposition of this case until further details could be explain, resulting in a favorable position to the rezoning application.

There were no letters of opposition submitted.

A motion was made by MR. JOSEPH, seconded by MRS. SMITH to recommend this application for approval.

The motion was adopted by the following 7-0 vote: Ayes: Messrs. ANDREWS, ELBERSON & JOSEPH and Meses. COOPER, DESMARTEAU, NEUBERT & SMITH Nays: NONE. Absent: Messrs. ROCA. Abstained: Messrs. COLVIN

CASE NO. 20-63-C ZONING REQUEST

Applicant: CANDY M. MARTIN
Owner: Candy M. Martin
Location: 621 Gladstone Blvd. (South side of Gladstone Blvd., approx. 240' west of Creswell Ave.)
Existing Zoning: R-3
Request: Special Use Permit & Site Plan Approval
Proposed Use: Home-based Beauty Salon

Alice Correa presented the application to the Board.

Representative &/or support

Two letters were submitted in support of the application and can be viewed in the public record files.

There was no opposition submitted for this application.

A motion was made by MRS. SMITH, seconded by MS. DESMARTEAU to approve this application with stipulations.

The motion was adopted by the following 7-0 vote: Ayes: Messrs. ANDREWS, COLVIN & ELBERSON and Meses. COOPER, DESMARTEAU, NEUBERT & SMITH Nays: NONE. Absent: Messrs. ROCA. Abstained: Messrs. JOSEPH

CASE NO. 20-64-C ZONING REQUEST

Applicant: CAROLYN GRIFFEN
Owner: Spokane Company LLC
Location: 3400 blk Clyde Fant Service Road (W side of Clyde Fant Service Rd at the intersection with Knight St)
Existing Zoning: OS
Request: OS to R-3
Proposed Use: Maintain Existing Ball Fields

Ben Mohler presented the application to the Board.

There were no comments submitted in support or opposition to this application.

A motion was made by MRS. COOPER, seconded by MR. COLVIN to recommend this application for approval.

The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, COLVIN, ELBERSON & JOSEPH and Meses. COOPER, DESMARTEAU, NEUBERT & SMITH Nays: NONE. Absent: Messrs. ROCA.

CASE NO. 20-1-AXM ANNEXATION REQUEST

Applicant: MOHR AND ASSOCIATES, INC
Owner: Jenel, LLC
Location: 11500 Blk. Ellerbe Rd. (West side of Ellerbe Rd. at the intersection of Ellerbe Rd. and Bent Treet Dr.)
Existing Zoning: R-E
Request: Annexation
Proposed Use: Single-Family Residential

Maryam Moradian and Adam Bailey presented the application to the Board.

Representative &/or support:

Andy Craig 1324 N Hearn Avenue, Shreveport, LA 71107

There were no comments submitted in support or opposition to this application.

Mrs. Cooper questioned if the annexation was solely residential; Mr. Craig stated that it was.
Ms. Desmarteau questioned if the tax revenue estimate was based on 100% sale of the houses; Maryam replied that it is.
Mr. Elberson questioned where the data came from and what departments provided information; Maryam stated that the Police, Fire, Solid Waste, Traffic Engineering, and Streets and Drainage provided information.

Ms. Desmarteau expressed concerned with the diminishing population, need for 100% home sales, and deferred maintenance. Tax dollars are wanted and needed, but there are many immediate needs.

Mrs. Cooper stated that the recommendation runs contrary to what the American Planning Association explains.

Ms. Neubert expressed concerns on the strain of the existing infrastructure. She further expressed concern over the change in staff recommendation of denial in March to the current recommendation for approval that was presented. Mr. Clarke explained that there was very limited information provided for the recommendation in March. The Community Planning staff provided extensive research to determine whether this annexation should be approved or not. The MPC staff research proved that the APA was neutral on annexation.

It was stated that this was the same location that was previously proposed for de-annexation by the residents.
Mr. Clarke stated there are legal ramifications and not quite as seemingly simple. The Community Planning Division will work on a de-annexation report, which may possibly be ready for the August hearing.

A motion was made by MS. DESMARTEAU, seconded by MRS. SMITH to recommend this application for denial.

The motion was adopted by the following 5-2 vote: Ayes: Messrs. JOSEPH and Meses. COOPER, DESMARTEAU, NEUBERT & SMITH Nays: Messrs. ANDREWS & ELBERSON. Absent: Messrs. COLVIN & ROCA.

CASE NO. 20-78-C CODE TEXT AMENDMENTS

Applicant: METROPOLITAN PLANNING COMMISSION
Location: City of Shreveport
Request: Code text (Ordinance) Amendments to the City of Shreveport UDC

Adam Bailey presented the application to the Board.

There were no comments submitted in support or opposition to this application.

A motion was made by MRS. COOPER, seconded by MR. JOSEPH to recommend this application for approval.

The motion was adopted by the following 6-0 vote: Ayes: Messrs. ANDREWS, ELBERSON & JOSEPH and Meses. COOPER, DESMARTEAU & NEUBERT Nays: NONE. Absent: Messrs. COLVIN & ROCA and Meses. SMITH

END OF PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

Discussion to extend the downzoned properties policy

Alan Clarke explained to the Board the need to extend this policy and proposed to extend it indefinitely. The policy would only make the rezoning application free of charge to property owners but does not guarantee an approval by the Board and is not an automatic right. Whether or not the property owner received notification of the downzoning does not carry any weight in the planners recommendation.

A motion was made by MRS. COOPER, seconded by MS. NEUBERT, to continue to allow property owners whose property has been downzoned by the UDC to apply free of charge for a zoning change.

The motion was adopted by the following 6-0 vote: Ayes: Messrs. ANDREWS, ELBERSON & JOSEPH and Meses. COOPER, DESMARTEAU & NEUBERT Nays: NONE. Absent: Messrs. COLVIN & ROCA and Meses. SMITH.

Research

Adam Bailey presented a draft Master Plan Progress Report.

Stephen Jean shared information regarding a post- COVID recovery plan to respond to the vacancies of commercial buildings, which will be implemented as a code text amendment. Examples include an administrative special use permit and increasing the trigger of full compliance in the site plan review. Mr. Jean provided the details of how the MPC budget was cut due to COVID-19 and the areas in particular that were cut. Mr. Jean informed the Board that Jake Palant passed his AICP exam and is now a certified planner; it is expected that there will be 5 certified planners at the end of the year on staff.

Reginald Jordan informed the Board that Antonio Myles in the Zoning Enforcement Division received his certification; all inspectors are now certified Inspectors.

OTHER MATTERS TO BE REVIEWED BY THE COMMISSION

Alan Clarke shared that the LA Legislature enacted HB697; the MPC is not discouraged or angry and there is still much appreciation for citizens outside of the city limits. Mr. Clarke recited a quote that he believes the MPC office will be about, which stated "adversity does not build character, adversity reveals character".

The next hearing will only have two agenda items; if the Governor does not extend the proclamation, then the next meeting will be in the Chambers.

The Master Plan Advisory Committee will be meeting again. The first meeting is anticipated for August.

DRAFT

The Neighborhood Participation Plan has officially kicked off and the postcard that will be sent to surrounding residents has been created.

CHAIR/BOARD MEMBER'S COMMENTS

ADJOURN 6:00 p.m.

Winzer Andrews, Chair

Lea Desmarteau, Secretary