

**SHREVEPORT METROPOLITAN PLANNING COMMISSION OF CADDO PARISH
SUMMARY MINUTES OF THE PUBLIC HEARING
January 3, 2018**

A regularly scheduled public hearing of the Shreveport Metropolitan Planning Commission of Caddo Parish was held on Wednesday, January 3, 2018, at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. The members met for lunch prior to the public hearing.

Members Present

Theron Jackson, Chair
Nancy Cooper, Vice Chair
Winzer Andrews, Secretary
Lea Desmarteau
Ronnie Remedies
Bessie Smith
Alan Young
Curtis Joseph, Jr.

Staff Present

Mark Sweeney, Executive Director
Stephen Jean, Deputy Director
Alan Clarke, Zoning Administrator
Adam Bailey, Community Planning & Design Mgr.
Ebony Mapp, Senior Planner
Marybeth Findley, Executive Assistant
Amber Sumrall, Administrative Assistant

Members Absent

Dale Colvin

Others Present

None

The hearing was opened with prayer by **MR. ANDREWS**. The Pledge of Allegiance was led by **MRS. COOPER**.

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.

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 MR. ANDREWS, seconded by MRS. SMITH, to approve the minutes of the December 6, 2017 public hearing as submitted.

The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, YOUNG, JOSEPH, REMEDIES & JACKSON & Mes. DESMARTEAU, SMITH & COOPER. Nays: None. Absent: COLVIN.

CONSENT AGENDA

Public Comments Provided Upon Request For The Following Items:

CASE NO. SP-3-18: FINAL PLAT (MINOR)

DAVID WRIGHT

David and Minnie K. Wright

5259 Primitive Baptist Church Rd. (South of Primitive Baptist Church Rd., 2,525' East of Roy Rd.)

R-A

3 Lot Single Family Residential Subdivision, Wright Way Subdivision

A motion was made by MR. ANDREWS, seconded by MR. JOSEPH, to approve all items on the consent agenda as submitted.

The motion was adopted by the following 7-0-1 vote: Ayes: Messrs. ANDREWS, YOUNG, JOSEPH & JACKSON & Mes. DESMARTEAU, SMITH & COOPER. Nays: None. Absent: COLVIN. Abstention: REMEDIES.

END OF CONSENT AGENDA

PUBLIC HEARING

CASE NO. SC-1-18: PRELIMINARY & FINAL PLAT (MAJOR)

MOHR & ASSOCIATES, INC.

Burgundy Oaks, LLC.

2000 Block of Briar Hollow (West end of Briar Hollow, 1,362' South of Williamson Way)

R-1-5 (PUD)

14 Lot Single Family Residential Subdivision

Burgundy Ridge Subdivision, Unit No. 13

Representative &/or support:

Andy Craig, 1324 N. Hearne, Ste. 301, Shreveport, LA 71107

Applicant is requesting approval of a preliminary and final plat that describes a 4.361 acre site as a 14 lot, single family residential subdivision.

Opposition:

Bessie Casey, 2068 Sand Crest Drive, Shreveport, LA 71118

A motion was made by MRS. SMITH, seconded by MR. ANDREWS, to approve the application as submitted with the stipulation that the Hold Harmless Clause regarding the private property access and water and sewer maintenance per the City of Engineering requirement be presented on the final plat prior to being signed by the Executive Director.

The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, YOUNG, JOSEPH, REMEDIES & JACKSON & Meses. DESMARTEAU, SMITH & COOPER. Nays: None. Absent: COLVIN.

CASE NO. SC-2-18: PRELIMINARY & FINAL PLAT (MAJOR)

MOHR & ASSOCIATES

Burgundy Oaks, LLC.

2000 Block of Sand Crest Dr. (95' East of Burgundy Ridge Drive)

R-1-5 (PUD)

10 Lot Single Family Residential Subdivision, Burgundy Ridge Subdivision, Unit No. 14

Representative &/or support:

Andy Craig, 1324 N. Hearne, Ste. 301, Shreveport, LA 71107

Applicant is requesting approval of a preliminary and final plat that describes a 3.446 acre tract of land as a 10 lot, single family residential subdivision.

There was no opposition present.

A motion was made by MR. YOUNG, seconded by MRS. SMITH, to approve the application as submitted with the stipulation that the Hold Harmless Clause regarding the private property access and water and sewer maintenance per the City of Engineering requirement be presented on the final plat prior to being signed by the Executive Director.

The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, YOUNG, JOSEPH, REMEDIES & JACKSON & Meses. DESMARTEAU, SMITH & COOPER. Nays: None. Absent: COLVIN.

CASE NO. CA-1-18: CLOSURE & ABANDONMENT

CITY OF SHREVEPORT

7020 Klug Pines Road, LLC.

6319 W. 70th Street (South side of W. 70th, 710' West of Beaufort Way)

R-1-7

**Closure & Abandonment of An Undeveloped Street Dedication
Nichols Subdivision**

There was no support present.

Applicant requests closure and abandonment of a previously dedicated, but never developed, 20' wide street that runs south 200' from W. 70th Street that serves as a driveway to 6319 W. 70th Street.

There was no opposition present.

A motion was made by MR. YOUNG, seconded by MS. DESMARTEAU, to recommend for approval this application as submitted.

The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, YOUNG, JOSEPH, REMEDIES & JACKSON & Meses. DESMARTEAU, SMITH & COOPER. Nays: None. Absent: COLVIN.

CASE NO. C-120-17: SPECIAL USE PERMIT & SITE PLAN

MOHR & ASSOCIATES, INC.

Volunteers of America, NLA

1552 Magnolia Avenue (Northwest corner of Magnolia Ave. and Herndon St.)

R-HU

**Special Use Permit (SUP) with Site Plan
Office**

Representative &/or support:

Andy Craig, 1324 N. Hearne, Ste. 301, Shreveport, LA 71107

Applicant is requesting a Special Use Permit (SUP) to establish an office for the Volunteers of America to be located in an existing 1,400 s. ft. building on a 0.176 acre lot on the northwest corner of Magnolia Avenue and Herndon Street.

There was no opposition present.

A motion was made by MRS. SMITH, seconded by MRS. COOPER, to approve this application with the following stipulations: (1) A limitation of the hours of operation to the applicant's stated time frame of 8 AM – 5 PM, Monday through Friday, (2) an Irrigation Plan be submitted and approved by the Executive Director for all proposed landscaping, (3) a Shared Parking Agreement with Noel Memorial United Methodist Church be submitted to the MPC, stating that 5 parking spaces will be reserved for employees of the proposed office at 1552 Magnolia Avenue prior to the issuance of a Certificate of Occupancy.

The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, YOUNG, JOSEPH, REMEDIES & JACKSON & Meses. DESMARTEAU, SMITH & COOPER. Nays: None. Absent: COLVIN.

CASE NO. C-1-18: ZONING REQUEST

TRILOCHAN SINGH

Greene Hawn Investments, LLC.

5603 Hearne Avenue (Northeast corner of Hearne and Essex Street)

R-1-7

R-1-7 to C-3

Commercial Use

Representative &/or support:

Trilochan Singh, 2000 Old Minden Road, #216, Bossier City, LA 71111

Applicant is requesting approval to rezone a 0.131 acre (5,745 SF) site from a Single-Family Residential designation (R-1-7) to General Commercial (C-3) to allow for undetermined commercial use.

There was no opposition present.

A motion was made by MR. YOUNG, seconded by MR. JOSEPH, to recommend for approval the requested zoning change to C-2 zoning as an alternative to the requested C-3 zoning at this site. Any new development will require approval through the administrative site plan review process; along with a re-plat of the two properties should the

owner/applicant decide to operate them jointly.

The motion was adopted by the following 8-0 vote: Ayes: Messrs. ANDREWS, YOUNG, JOSEPH, REMEDIES & JACKSON & Meses. DESMARTEAU, SMITH & COOPER. Nays: None. Absent: COLVIN.

END OF PUBLIC HEARING

OLD BUSINESS

Mrs. Cooper, Vice-Chair, distributed the revised final version of the MPC By-Laws: Rules of Policy and Procedures that reflects the changes put forth at the December 6, 2017 meeting. The new By-Laws will be placed in the binders for the February 7, 2018 public hearing. Mr. Mark Sweeney, Executive Director, explained how the revision of the MPC By-Laws: Rules of Policy and Procedures is a major achievement for the Board at which point, Mr. Jackson, Chair, thanked the committee and staff for their work on this project.

NEW BUSINESS

Mr. Mark Sweeney, Executive Director, informed the Board of the Save the Date for the MyPermitNow presentation on January 24, 2018, 1:30-3:00 p.m., at the Greater Shreveport Chamber of Commerce. The presentation notification has been sent to the City of Shreveport officials, Caddo Parish officials, Planning Commission members, as well as many design professionals and developers who may be interested in this online application service.

OTHER MATTERS TO BE REVIEWED BY THE COMMISSION: PROPOSED CITY AND PARISH UDC AMENDMENTS TO BE CONSIDERED AT THE FEB 7TH MPC PUBLIC MEETING

Adam Bailey, Community Planning & Design Manager, handed out copies of the proposed City and Parish UDC amendments to the Board for their 30 day review. These 21 amendments are mainly due to oversights by the consultant and to make the code more business friendly. The lengthiest amendment relates to telecommunications and is being put forth as a cooperative endeavor by the City Attorney's Office and MPC staff. An emailed version of these amendments will be forwarded to the Board as well prior to their consideration of the amendments at the February 7, 2018 public hearing.

CHAIR/BOARD MEMBER'S COMMENTS

Mr. Remedies asked if there was anyone in attendance who wished to address the Board. Mr. Keith Berry, Lamar Advertising, 1800 Pierre Avenue, Shreveport, LA 71103, responded that he would like to address the Board concerning a letter he received from Mr. Alan Clarke with regard to an annual billboard review fee. He stated that the invoice was in excess of \$16,000 and he believed it to be exorbitant. The billing was related to 662 billboards which in actuality are the billboard faces and not the billboards themselves. Mr. Berry provided the Board with a copy of the said letter, UDC definition of "Billboard", and Fee schedule. Mr. Mark Sweeney, Executive Director, explained that the billboard review fee was established under the Fee schedule separate from the UDC, and that it covered the administrative cost of the credit banking of sign space (for every 1 new billboard erected, 2 billboards must come down per the UDC) as well as to maintain a complete inventory of the billboards in the Planning Commission area. Mr. Berry and Mr. Sweeney agreed to meet about this matter outside of the public hearing. Mr. Sweeney stated he would report his findings to the Board at the February 7, 2018 MPC meeting.

No other Board Members wished to speak at this time.


May Findley *Exec Adm.*
Name Title

hereby certify that the above is a true and correct copy of the official minutes of the SHREVEPORT METROPOLITAN PLANNING COMMISSION for the meeting of

ADJOURN 3:53 p.m.

January 3, 2018
Date


Theron Jackson, Chair


Winzer Andrews, Secretary