

**SHREVEPORT METROPOLITAN PLANNING COMMISSION OF CADDO PARISH**  
**SUMMARY MINUTES OF THE PUBLIC HEARING**  
**August 1, 2018**

A regularly scheduled public hearing of the Shreveport Metropolitan Planning Commission of Caddo Parish was held on Wednesday, August 1, 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  
Bessie Smith  
Dale Colvin  
Ronnie Remedies  
Curtis Joseph, Jr

**Staff Present**

Mark Sweeney, Executive Director  
Stephen Jean, Deputy Director  
Alan Clarke, Zoning Administrator  
Markeya Daniel, Admin. Assistant

**Members Absent**

Lea Desmarteau  
Alan Young

**Others Present**

Media  
Richard John, MPC Attorney

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 July 11, 2018 public hearing and July 25, 2018 special meeting as submitted.**

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

Tim Wright with Re-Form Shreveport was allowed to speak at the podium to invite the MPC Board to the Cultivating Strong Towns workshop, August 24, 2018 at Central Art Station.

**CONSENT AGENDA**

**CASE NO. SP-20-18: FINAL PLAT (MINOR)**

POLARIS SERVICES, LLC  
Karen Alane James  
1282 Springwood Lane  
R-A

**3 Lot Single Family Residential Subdivision  
Springwood Lane Subdivision**

**CASE NO. SP-21-18: RE-PLAT (MINOR)**

PRICE COMMUNITY DEVELOPMENT  
Price Community Development  
5689 Jefferson Paige Road (South side of Jefferson Paige Rd., approx. 650' East of Judy Ln.)  
R-E (R-1-7 Request)

**6 Lot Single Family Residential Subdivision  
Price Community Development**

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

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

**END OF CONSENT AGENDA**

**PUBLIC HEARING**

**CASE NO. P-18-18: ZONING REQUEST**

PRICE COMMUNITY DEVELOPMENT

Price Community Development

5689 Jefferson Paige Rd (South side of Jefferson Paige Rd, approx. 650' East of Judy Ln.)

R-E

**R-E to R-1-7**

**Single Family Residential**

**Representative &/or support:**

Rick Sims, 420 Walnut Street, Minden, LA 71055

Applicant is requesting approval to rezone a 3.2 acre lot on Jefferson Paige Road from R-E (Residential Estate) to R-1-7 (Single Family Residential) so that the applicant can re-plat the property into 6 lots for single family residential use.

**There was no opposition present.**

**A motion was made by MR. REMEDIES, seconded by MRS. SMITH, to recommend for approval this application as submitted.**

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

**CASE NO. C-38-18: SPECIAL USE PERMIT & SITE PLAN**

MARK'S DRIVING ACADEMY

Toups Labban Properties, LLC

2620 Centenary Blvd (NW corner of Centenary Blvd. and Wilkinson St.)

C-2

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

**Driving Academy**

**Representative &/or support:**

Kendall Demouchet, 7800 Youree Drive, Shreveport, LA 71105

Applicant is requesting a Special Use Permit (SUP) for a driving academy in a multi-tenant office building in a C-2 Corridor Commercial zoning district. The academy will occupy 1,200 sq. ft. of the existing 17,100 sq. ft. building on an approximately 1.5 acre site.

**There was no opposition present.**

**A motion was made by MR. ANDREWS, seconded by MRS. SMITH, to approve this Special Use Permit (SUP) and site plan as submitted.**

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

**CASE NO. C-39-18: ZONING REQUEST**

MOHR & ASSOCIATES, INC.  
Pipes Enterprises, LLC.  
806 Aero Drive (North side of Aero Dr., approx. 330' West of Fullerton St.)  
I-2  
**I-2 to C-4**  
**Used Auto Dealership**

**Representative &/or support:**  
Andy Craig, 1324 N. Hearne, Ste. 301, Shreveport, LA 71107

Applicant is requesting approval to change the zoning of 2.03 acres from Heavy Industrial (I-2) to Heavy Commercial (C-4) for the purpose of operating a used auto dealership in an existing 2,300 sq. ft. building with an outdoor vehicle storage area.

**There was no opposition present.**

**A motion was made by MR. REMEDIES, seconded by MR. COLVIN, to recommend for approval this application as submitted.**

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

**CASE NO. C-40-18: ZONING REQUEST**

MOHR & ASSOCIATES, INC.  
Pipes Enterprises, LLC.  
2911 W. 70<sup>th</sup> Street (SW corner of W. 70<sup>th</sup> and Canal Blvd.)  
C-2  
**C-2 to C-4**  
**Used Auto Dealership**

**Representative &/or support:**  
Andy Craig, 1324 N. Hearne, Ste. 301, Shreveport, LA 71107  
Wes Shoesave, Guardian Alarm, 6532 Lovette Lane, Shreveport, LA 71129

Applicant is requesting approval to change the zoning of a 1.6 acre site from Corridor Commercial (C-2) to Heavy Commercial (C-4) for the purpose of operating a used auto dealership in an existing 3,000 sq. ft. building (former Chase Bank site).

**Opposition:**  
Tyrone Cawthorne, 2033 Broadway Street, Shreveport, LA 71108

**A motion was made by MR. JOSEPH, seconded by MRS. SMITH, to recommend for approval C-3 General Commercial zoning as an alternative to C-4 Heavy Commercial requested by the applicant.**

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

**CASE NO. C-41-18: SPECIAL USE PERMIT & SITE PLAN**

PROGRESSIVE BANK  
Gary and Harry Fox  
4600 Block of Youree Drive (Corner of Youree Drive, Southfield Rd. & Ashley Dr.)  
C-UC  
**Special Use Permit (SUP) with Site Plan**  
**Financial Institution (Bank) with Drive-Through Facility**

**Representative &/or support:**  
Tom Arceneaux, 333 Texas St., Ste 700, Shreveport, LA 71101

Applicant is requesting a Special Use Permit (SUP) in order to construct a 2,606 sq. ft. financial institution (Bank) building with a drive-through facility on a 1 acre site located as the northeast corner of the intersection of Youree Dr. and Southfield Dr.

There was no opposition present.

A motion was made by MR. REMEDIES, seconded by MRS. SMITH, to approve this application as submitted.

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

**CASE NO. C-42-18: ZONING REQUEST**

S & C LEASING, LLC

S & C Leasing, LLC.

5618 Mansfield Rd. (West side of Mansfield Rd., approx. 600' North of Hollywood Ave.)

C-2

**C-2 to I-1**

**Sheet Metal Manufacturing Facility**

**Representative &/or support:**

Curtiss Wright, P. O. Box 17698, Shreveport, LA 71138

Applicant is requesting approval to change the zoning of an approximately 0.86 acre site from Corridor Commercial (C-2) designation to Light Industrial (I-1).

There was no opposition present.

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

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

**CASE NO. C-43-18: ZONING REQUEST**

MOHR & ASSOCIATES, INC.

Johnson Ford Properties, LLC.

9348 Sentell Street (NW corner of Emily Blvd. and Sentell Street)

OR & R-1-7

**OR & R-1-7 to C-2**

**Seafood Restaurant with Outdoor Dining Area**

**Representative &/or support:**

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

Applicant is requesting approval to change the zoning of a 1.597-acre lot from OR and R-1-7 to C-2 to accommodate the use of a new seafood restaurant building with an outdoor dining area.

There was no opposition present.

A motion was made by MR. ANDREWS, seconded by MR. REMEDIES, to recommend for approval this application as submitted. The issuance of any permits will be contingent upon the applicant submitting a formalized site plan for the review and approval by the MPC Executive Director.

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

**CASE NO. C-44-18 & P-21-18: CITY OF SHREVEPORT UDC AND CADDO PARISH UDC AMENDMENTS**

**METROPOLITAN PLANNING COMMISSION**

**Various Code Text (Ordinance) Amendments to the UDC**

**Representative &/or support:**

Mark Sweeney, Executive Director, 505 Travis Street, Ste. 440, Shreveport, LA 71101

Applicant is requesting to make various amendments to both the City of Shreveport and the Caddo Parish UDC.

There was no opposition present.

A motion was made by MR. ANDREWS, seconded by MR. JOSEPH, to recommend for approval the code text (ordinance) amendments to the UDC as submitted.

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

### **END OF PUBLIC HEARING**

### **CONSIDERATION OF THE PROPOSED 2019 MPC ANNUAL BUDGET AS RECOMMENDED BY THE BUDGET COMMITTEE**

Mr. Sweeney, Executive Director, provided the highlights of the recommended 2019 MPC Budget to the Board. A motion was made by MR. ANDREWS, seconded by MRS. COOPER, to approve the budget as submitted. The motion was adopted by the following 7-0 vote: Ayes: Messrs. JACKSON, ANDREWS, COLVIN, REMEDIES & JOSEPH & Meses. SMITH & COOPER. Nays: None. Absent: Messrs. YOUNG & Meses. DESMARTEAU.

### **NOMINATIONS AND SELECTION OF AN INTERIM EXECUTIVE DIRECTOR TO BE EFFECTIVE AUGUST 16, 2018**

Mr. Andrews nominated Mr. Stephen Jean, Deputy Director, for the interim Executive Director position. Mr. Colvin nominated Mr. Alan Clarke, Zoning Administrator, for the interim Executive Director position.

A motion was made by MR. COLVIN, seconded by MR. ANDREWS to close nominations. The motion was adopted by the following 7-0 vote: Ayes: Messrs. JACKSON, ANDREWS, COLVIN, REMEDIES & JOSEPH & Meses. SMITH & COOPER. Nays: None. Absent: Messrs. YOUNG & Meses. DESMARTEAU.

A motion was made by MR. ANDREWS, seconded by MRS. COOPER, to approve the nomination of Mr. Stephen Jean as interim Executive Director. The motion did not pass by the following 2-5 vote: Ayes: Messrs. ANDREWS and Meses. COOPER. Nays: Messrs. JACKSON, COLVIN, JOSEPH & REMEDIES & Meses. SMITH. Absent: Messrs. YOUNG & Meses. DESMARTEAU.

A motion was made by MR. COLVIN, seconded by MR. REMEDIES, to approve the nomination of Mr. Alan Clarke as interim Executive Director. The motion was adopted by the following 5-2 vote: Ayes: Messrs. COLVIN, JOSEPH & REMEDIES & Meses. SMITH & COOPER. Nays: Messrs. ANDREWS & JACKSON. Absent: Messrs. YOUNG & Meses. DESMARTEAU.

### **EXECUTIVE SESSION IN ACCORDANCE WITH LA R.S. SEC. 42.16, ET SEQ.**

### **RECONVENE THE REGULAR MEETING TO CONSIDER ACTIONS TO BE TAKEN BY THE MPC BOARD PERTAINING TO DISCUSSIONS CONDUCTED DURING THE EXECUTIVE SESSION**

A motion was made by MR. ANDREWS, seconded by MRS. SMITH, to approve the raise in compensation to \$120,000 prorated to be effective on August 16, 2018 for Mr. Clarke as interim Executive Director. The motion was adopted by the following 7-0 vote: Ayes: Messrs. JACKSON, ANDREWS, COLVIN, REMEDIES & JOSEPH & Meses. SMITH & COOPER. Nays: None. Absent: Messrs. YOUNG & Meses. DESMARTEAU.

### **OLD BUSINESS**

Mr. Sweeney, Executive Director, informed the Board that Richard John, MPC Attorney, has completed his review of the revised MPC Personnel Policy & Procedures. The preliminary draft will be sent to the Rules & Procedure Committee before August 15, 2018 for their review.

Mr. Sweeney, Executive Director, informed the Board that MyGovernmentOnline is scheduled to be fully implemented by February 2019, and reminded the Board that it was the MPC that introduced the City to this new and innovative software. The City is forming an implementation committee currently to assist with form development and requirements. Mrs. Nancy Cooper, Vice-Chair, encouraged every member to go online and learn about this system.

### **NEW BUSINESS**

Discussion ensued with regard to the development of a Search Committee for the permanent Executive Director. It was decided that the Search Committee should consist of internal Board members and that deliverables should be established by the Search Committee and forwarded for approval to the entire Board. Mr. Theron Jackson, Chair, reminded all members that there will be several special meetings held just for the purpose of the Search Committee. The Board will also need to appoint someone to the (NLCOG) MPO Transportation Policy Committee at the September 5, 2018 public meeting to represent the

MPC.

Mr. Sweeney, Executive Director, also mentioned that a copy of the draft Caddo Bossier 2040 Regional Thoroughfare Plan had been provided to the Board members at the July 11, 2018 meeting that should come before the Board for a vote to amend the 2030 Master Plan to include the Thoroughfare Plan in October. NLCOG has requested that it be allowed to do pre-presentations to all parties involved (City of Shreveport and Bossier, Caddo Parish Commission, Shreveport/Caddo MPC, Bossier MPC, and Bossier Parish Police Jury) before any vote is held. It is anticipated that NLCOG and the Plan consultant will make a presentation at the September 5<sup>th</sup> MPC meeting.

**OTHER MATTERS TO BE REVIEWED BY THE COMMISSION**

Mr. Theron Jackson, Chair, thanked Mr. Sweeney, Executive Director, for his service to the MPC, his professionalism in the face of adversity, and his unwavering commitment to do the right thing. Mr. Sweeney thanked the Board in response and shared his belief that the new Executive Director will have the opportunity to lead the organization towards new planning initiatives.

**CHAIR/BOARD MEMBER'S COMMENTS**

**ADJOURN 5:03 p.m.**

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**Theron Jackson, Chair**

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**Winzer Andrews, Secretary**