

**DRAFT**  
**SHREVEPORT METROPOLITAN PLANNING COMMISSION OF CADDO PARISH**  
**SUMMARY MINUTES OF THE PUBLIC HEARING**  
**December 6, 2017**

A regularly scheduled public hearing of the Shreveport Metropolitan Planning Commission of Caddo Parish was held on Wednesday, December 6, 2017, 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  
Dale Colvin  
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**

Alan Young

**Others Present**

Richard John

The hearing was opened with prayer by **MR. ANDREWS**. The Pledge of Allegiance was led by **MS. DESMARTEAU**.

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 November 1, 2017 public hearing as submitted.**

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

**CONSENT AGENDA**

**Public Comments Provided Upon Request For The Following Items:**

**CASE NO. SP-140-17: RE-PLAT (MINOR)**

ELIZABETH RODGERS

Bailey Jack White Jr. & Deborah M. White

512 Old Mooringsport Road (North side of Old Mooringsport Rd., 254' North of Albany Road)

R-1D

**1 Lot Single Family Residential Subdivision, Bailey Jack White, Jr. Subdivision**

**CASE NO. SC-143-17: FINAL PLAT (MINOR)**

PROVENANCE DEVELOPMENT COMPANY, LLC.

Provenance Development Company, LLC.

2000 Block of Bridgewater Ave. (East of Bridgewater, 285' North of Copper Lilly Lane)

R-2 (PUD)

**5 Lot Single Family Residential Subdivision, Provenance Phase III – Unit B**

**CASE NO. SC-144-17: FINAL PLAT (MINOR)**

PROVENANCE DEVELOPMENT COMPANY, LLC.

Provenance Development Company, LLC.

2000 Block of Woodberry Ave. (South of Woodberry, 685' West of Provenance Place Blvd.)

R-2 (PUD)

**4 Lot Single Family Residential Subdivision, Provenance Phase II – Unit 1**

**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 8-0 vote: Ayes: Messrs. ANDREWS, COLVIN, REMEDIES, JOSEPH & JACKSON & Meses. DESMARTEAU, SMITH & COOPER. Nays: None. Absent: YOUNG.**

**END OF CONSENT AGENDA**

**PUBLIC HEARING**

**CASE NO. C-81-17: SPECIAL USE PERMIT & SITE PLAN**

PROGRESSIVE BANK.

Larry Hudson

9405 Ellerbe Road (NE Corner of Ellerbe Rd. & Golf Ridge Dr.)

R-E

**Special Use Permit with Site Plan**

**Drive-Through Facility for a Bank**

**This case was withdrawn by applicant on December 4, 2017.**

**CASE NO. SP-142-17: PRELIMINARY & FINAL PLAT (MAJOR)**

MOHR & ASSOCIATES

BMW Rentals, LLC.

7800 Block of Singleton Road (1,118' South of Pine Hill Road)

R-1H

**10 Lot Single Family Residential Subdivision, Alpine Village**

**Representative &/or support:**

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

Applicant is requesting approval of a preliminary and final plat that would legally describe a 2 acre tract of land as a 10 lot, single family residential subdivision.

**Opposition:**

Charlotte Urie, 7832 Singleton Road, Shreveport, LA 71107

Wendall Delaney, 2909 Curtis Lane, Shreveport, LA 71107

**A motion was made by MR. ANDREWS, seconded by MRS. SMITH, to approve the application as submitted.**

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

**CASE NO. CA-5-17: CLOSURE & ABANDONMENT**

CITY OF SHREVEPORT

City of Shreveport

1000 Block of Sweetleaf Avenue (Running North from Fairwoods Drive to Woodsong Lane)

R-2 (PUD)

**Closure & Abandonment of Sweetleaf Avenue**

**Provenance Phase II – Units G & H**

**Representative &/or support:**

Patrick Furlong, 505 Travis Street, Shreveport, LA 71101

Applicant requests closure and abandonment of a previously dedicated but never developed 48' wide street (Sweetleaf Avenue) that runs approximately 470' north from Fairwoods Drive to Woodsong Lane.

**There was no opposition present.**

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

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

**CASE NO. SC-145-17: PRELIMINARY & FINAL PLAT (MAJOR)**

**PROVENANCE DEVELOPMENT COMPANY, LLC.**

Provenance Development Company, LLC.

2000 Block of Woodsong (West end of Woodsong and 150' West of Winged Elm)

R-2 (PUD)

**21 Lot Single Family Residential Subdivision, Provenance Phase II – Unit H-1**

**Representative &/or support:**

Justin Sevier, 1922 Chestnut Park Lane, Shreveport, LA 71106

Applicant is requesting approval of a preliminary and final plat that would legally describe a 5.515 acre tract of land within Provenance as a 21 lot single family residential unit.

**There was no opposition present.**

**A motion was made by MR. ANDREWS, seconded by MS. DESMARTEAU, to approve this application with the stipulation that the closure and abandonment of Sweetleaf Avenue is approved by City Council.**

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

**CASE NO. C-115-17: ZONING REQUEST**

**SUNRAY INVESTMENTS, LLC.**

Sunray Investments, LLC.

1302 Youree Drive (Southwest corner of Stoner Ave. & Youree Drive)

C-2

**C-2 to C-3**

**Reception Facility**

**Representative &/or support:**

Charles Chuniyara, 7340 Capistrano Drive, Shreveport, LA 71105

Applicant is requesting approval to rezone a 0.595 acre lot from C-2, Corridor Commercial Zoning District, to C-3, General Commercial Zoning District, in order to utilize an existing 5,600 sq. ft. vacant structure for a reception facility.

**Opposition:**

Jackie Holland, 1315 Youree Drive, Shreveport, LA 71105

**A motion was made by MR. REMEDIES, seconded by MRS. SMITH, to recommend for approval the requested zoning change from C-2, Corridor Commercial Zoning District, to C-3, General Commercial Zoning District.**

**The motion was adopted by the following 7-1 vote: Ayes: Messrs. ANDREWS, COLVIN, REMEDIES, JOSEPH & JACKSON & Mses. DESMARTEAU & COOPER. Nays: Mses. SMITH. Absent: YOUNG.**

**CASE NO. C-116-17: SPECIAL USE PERMIT & SITE PLAN**

COYLE ENGINEERING CO. INC.

Joseph Couvillion

9800 Block of Mansfield Road (West side of Mansfield Road, South of Boggy Bayou)

R-A

**Special Use Permit (SUP) with Site Plan  
Utility (Electric Substation)**

**Representative &/or support:**

John Westerman, P.O. Box 6177, Bossier City, LA 71171

Joe Gilbert, 8880 E. 105<sup>th</sup> Ct., Tulsa, OK 74133

Robbie Wyatt, 302 Crouch Rd., Benton, LA 71006

Applicant requests a Special Use Permit (SUP) to allow an electric substation (utility) on this vacant 44.83 acre site and approval of the site plan as submitted.

**There was no opposition present.**

**A motion was made by MR. REMEDIES, seconded by MRS. SMITH, to approve this application subject to an approval of the requested variance in the hard surface requirement for the driveway by the ZBA, and the submission of a revised site plan indicating that a chain link fence with barbed wire 8' above ground along all sides of the substation pad site. Any future development of the remaining property will require MPC Board consideration and/or site plan review and approval by the Executive Director as needed.**

**The motion was adopted by the following 6-1-1 vote: Ayes: Messrs. REMEDIES, JOSEPH & JACKSON & Meses. DESMARTEAU, SMITH & COOPER. Nays: ANDREWS. Absent: YOUNG. Abstain: COLVIN.**

**CASE NO. C-117-17: ZONING REQUEST**

HOME FEDERAL BANK

Home Federal Bank

901 Pierremont Road (Southwest corner of Pierremont Rd. and Thornhill Ave.)

R-1-7 & C-1

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

**Bank with Drive-Through and Commercial Use**

**Representative &/or support:**

Brad Armstrong, 602 Summerville Drive, Shreveport, LA 71115

Applicant requests approval to rezone 2.275 acres at the southwest corner of Pierremont Road and Thornhill Avenue from R-1-7 and C-1 to C-2 to allow the development of a bank with a drive-through and an unspecified commercial use.

**Opposition:**

Ken Donnelly, 931 Mitchell Lane, Shreveport, LA 71106

**A motion was made by MR. REMEDIES, seconded by MR. COLVIN, to recommend for approval this application with the stipulation that both a site plan and re-plat application is required for review and approval by the Executive Director prior to the issuance of any permits.**

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

**CASE NO. C-118-17: SMALL PLANNED UNIT DEVELOPMENT (SPUD) WITH SITE PLAN**

S & W LAND MANAGEMENT

S & W Land Management

3740 North Market Street (NE Corner of N. Market Street & Lincoln Drive)

C-1

**C-1 to C-1 Small Planned Unit Development (SPUD) with Site Plan**

**Vehicle Operation Facility**

**Representative &/or support:**

Brian McNew, 3556 Youree Drive, Shreveport, LA 71105

Applicant requests approval to change the zoning of a single 1.183 acre lot (lot 4) within an existing 4 lot development from C-1 to C-1 Small Planned Unit Development (SPUD) to allow for a vehicle operation facility.

**There was no opposition present.**

**A motion was made by MS. DESMARTEAU, seconded by MRS. COOPER, to approve this application subject to the applicant's compliance with the following stipulations:**

- **Development of the subject property shall be in substantial accord with the approved site plan;**
- **Approval of the "vehicle operation facility" use on lot 4 only along with the proposed site amenities as documented in this report;**
- **Provision of a revised site plan noting that the existing chain link fence with barbed wire is 6' in height, plus 12" of barbed wire and that the new portion will be the same; and**
- **Provision of an irrigation plan for lot 4, prepared to UDC standards, for review and approval by the Executive Director, prior to the issuance of permits.**

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

**CASE NO. C-119-17: SPECIAL USE PERMIT & SITE PLAN**

MOE'S AUTOPLEX  
PRR Properties, LLC.  
1608 N. Market Street (North side of N. Market St., 654' North of N. Hearne Ave.)  
I-MU

**Special Use Permit (SUP) with Site Plan  
Vehicle Dealership with Outdoor Display**

**Representative &/or support:**  
Robert Aiello, 300 Benton Road, Bossier City, LA 71111

Applicant requests a Special Use Permit (SUP) to allow for a vehicle dealership with outdoor display to operate out of an existing 2,750 SF building on a 0.79 acre site.

**There was no opposition present.**

**A motion was made by MR. ANDREWS, seconded by MRS. SMITH, to approve the application as submitted with the stipulation that an irrigation plan and administrative re-plat be submitted for the review and approval by the Executive Director prior to the issuance of any permits.**

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

**CASE NO. C-121-17: ZONING REQUEST**

TRINITY BAPTIST CHURCH  
Trinity Baptist Church  
3142 Bert Kouns Industrial Loop (North side of Bert Kouns Industrial Loop, 1,750' West of Walker Road)  
R-1-12

**R-1-12 to C-3  
Commercial Use**

**This case was withdrawn by applicant on December 1, 2017.**

**CASE NO. C-122-17: SPECIAL USE PERMIT & SITE PLAN**

KASHIF ALI

Kashif Ali

302 N. Thomas Drive (Northeast corner of N. Hearne Ave. & N. Thomas Drive)

C-3

**Special Use Permit (SUP) with Site Plan  
Vehicle Dealership with Outdoor Display**

**Representative &/or support:**

Kashif Ali, 914 Windsor Drive, Shreveport, LA 71106

Applicant requests approval of a Special Use Permit (SUP) to allow for a vehicle dealership with outdoor display to operate out of an existing 1,710 SF building on a 0.51 acre site.

**There was no opposition present.**

**A motion was made by MR. ANDREWS, seconded by MS. DESMARTEAU, to approve the application as submitted with the stipulation that an irrigation plan be submitted for review and approval by the Executive Director prior to the issuance of any permits.**

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

**CASE NO. C-123-17: ZONING REQUEST**

HUNTINGTON PLAZA, INC.

Huntington Plaza, Inc.

7601 Pines Road (NE Corner of Pines Road & Buncombe Road – Huntington Plaza Shopping Center)

C-2

**C-2 to C-3**

**Commercial Use**

**Representative &/or support:**

Marvin Silver, 1410 Lauren Lane, Granbury, TX 76048

Jerry Wynn, 2349 Fernbrook Drive, Shreveport, LA 71118

Kevin Carter, 5636 Cashmere Circle, Shreveport, LA 71107

Applicant requests approval recommendation to rezone a 3.856 acre site from C-2, Corridor Commercial Zoning District, to C-3, General Commercial Zoning District, for commercial use.

**Opposition:**

Billy Spruill, 6074 Fox Chase Trail, Shreveport, LA 71129

**A motion was made by MR. ANDREWS, seconded by MRS. SMITH, to recommend for approval the request to rezone this property from C-2, Corridor Commercial Zoning District, to C-3, General Commercial Zoning District.**

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

**CASE NO. C-127-17: ZONING REQUEST**

METROPOLITAN PLANNING COMMISSION

Norman McCollough, et al.

2800 Block of Standard Oil Road (North side of Standard Oil Rd., East of Lotus Lan, South of Union Pacific RR)

R-1-7

**R-1-7 to R-MHS**

**Manufactured Home Subdivision**

**Representative &/or support:**

Mark W. Sweeney, 505 Travis Street, Shreveport, LA 71101

Norman McCollough, 2810 Standard Oil Road, Shreveport LA 71108

Applicant requests approval recommendation to rezone 18 lots (approximately 13.2 acres) on the north side of Standard Oil Road from R-1-7, Single Family Residential District, to R-MHS, Residential Manufactured Home Subdivision District.

**There was no opposition present.**

**A motion was made by MS. DESMARTEAU, seconded by MR. COLVIN, to recommend for approval the request to rezone this property from R-1-7, Single Family Residential District, to R-MHS, Residential Manufactured Home Subdivision District.**

**The motion was adopted by the following 7-1 vote: Ayes: Messrs. COLVIN, REMEDIES, JOSEPH & JACKSON & Mses. DESMARTEAU, SMITH & COOPER. Nays: ANDREWS. Absent: YOUNG.**

### **END OF PUBLIC HEARING**

### **ELECTION OF 2018 OFFICERS**

Mrs. Cooper, Nominating Committee Chair, put forth the following names for consideration: Theron Jackson, Chair; Nancy Copper, Vice-Chair, and Winzer Andrews, Secretary. There was some discussion about attendance and a request by Theron Jackson for the 2017 Attendance Roster to be provided.

A motion was made by Mr. Joseph, seconded by Mrs. Smith, to elect the officers as suggested by the Nominating Committee.

The motion was adopted by the following 6-2 vote: Ayes: Messrs. Joseph, Jackson, & Andrews & Mses. Desmarteau, Smith, & Cooper. Nays: Colvin & Remedies. Absent: Young.

### **REVIEW AND CONSIDERATION OF REVISED MPC BY-LAWS: RULES OF POLICY AND PROCEDURES**

Mr. Mark Sweeney, Executive Director, explained that the By-Laws under consideration were updated and revised by the Rules and Procedure Committee chaired by Mrs. Nancy Cooper. The By-Laws have been reviewed by MPC Legal Counsel and staff and are a conglomeration of best practices of other planning commissions and new key features include the addition of the media/social media policy. Discussion ensued specifically about the implications of Section 8.1 (q) and 6.1.1 (g).

A motion was made by Mr. Andrews, seconded by Ms. Desmarteau, to amend and approve as follows: Section 6.1.1 (g) will read *“Will speak for and represent the Planning Commission’s view, as necessary, to the media and to the general public in order to express the position of the Planning Commission. The Chair is encouraged to confer with the Executive Director prior to making a release to the public. (See Article 8.1 (q) for the Executive Director’s duties regarding the media.)”* and Section 8.1 (q) will now read as *“Will speak for and represent the MPC’s views to the media and to the general public and otherwise express the position of the MPC as an organization. No release to the public media shall be made other than by the Executive Director or the Chair. The Executive Director is encouraged to confer with the Chair prior to making a release to the public. (See Article 6.1.1 (g) for the Chair’s duties regarding speaking with the media.)”*

The motion was adopted by the following 7-1 vote: Ayes: Messrs. Joseph, Remedies, Andrews, & Jackson & Mses. Desmarteau, Smith, & Cooper. Nays: Colvin. Absent: Young.

### **OTHER BUSINESS**

#### **Master Plan Implementation Report**

Mark W. Sweeney, Executive Director, notified the Board that the Caddo Parish UDC became effective on December 1, 2017. All requisite documents and applications are live on the website.

#### **Other Staff Reports**

Mark W. Sweeney, Executive Director, informed the Board that MyPermitsNow, a software that allows for the constant monitoring of permits and applications, is being scheduled to do a presentation for the City of Shreveport, Caddo Parish, Planning Commission, as well as any design professionals or developers who may be interested in attending said meeting. The date chosen was Wednesday, January 24th in the afternoon. Mr. Sweeney will contact MyPermitsNow representatives to finalize the time and will send out “Save the Date” cards and notices to those interested.

The MPC/ZBA/Staff Holiday Luncheon will be held on Friday, December 8, 2017 at 11:30 AM at Wine Country Bistro on Line Avenue.

Mark W. Sweeney, Executive Director, informed the Board that a handout for the 2018 meeting dates was included in the packet and that the October meeting had to be changed due to a conflict with the LA State APA convention that will be held in Shreveport.

Mr. Sweeney also reminded the Board to complete their ethics training by December 31, 2017.

**CHAIR / BOARD MEMBERS' COMMENTS**

**ADJOURN 5:32 p.m.**

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**Theron Jackson, Chair**

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**Winzer Andrews, Secretary**