

**SHREVEPORT METROPOLITAN PLANNING COMMISSION OF CADDO PARISH  
SUMMARY MINUTES OF THE PUBLIC HEARING  
MARCH 1, 2017**

A regularly scheduled public hearing of the Shreveport Metropolitan Planning Commission of Caddo Parish was held on Wednesday, March 1, 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  
Ronnie Remedies  
Lea Desmarteau  
Bessie Smith  
Dr. Phillip Pennywell, Jr.  
Alan Young

**Staff Present**

Mark Sweeney, Executive Director  
Holly Phillips, Administrative Assistant  
Diane Tullos, Office Administrator  
Ebony Mapp, Planner 3  
Stephen Jean, Deputy Director  
Alan Clarke, Zoning Administrator

**Members Absent**

Dale Colvin

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 our 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 MRS. SMITH, seconded by DR. PENNYWELL to approve the minutes of the February 1, 2017 public hearing & the February 8, 2017 UDC public hearing as submitted.**

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

**CONSENT AGENDA**

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

**CASE NO. SP-38-17: FINAL PLAT (MINOR)**

STEPHEN GENTRY  
7325 Millwood Drive (south side of Millwood Drive, 478' west of Village Fair Drive)  
R-A  
**2 Lot Residential Subdivision – Gentry Place Subdivision**

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

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

**CASE NO. SC-39-17: RE-PLAT (MINOR)**

STEPHEN LEROY LAND SURVEYING INC  
Kevin May  
230 E Egan (North side of Egan Street 320' east of Cornwell)  
R-3  
**2 Lot Single Family Residential Subdivision – Mayco Subdivision Unit 1**

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

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

**CASE NO. SC-40-17: RE-PLAT (MINOR)**

STEPHEN LEROY LAND SURVEYING INC

Kevin May

237 E Egan (South side of Egan Street 320' east of Cornwell)

R-3

**2 Lot Single Family Residential Subdivision – Mayco Subdivision Unit 2**

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

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

**CASE NO. SP-42-17: FINAL PLAT (MINOR)**

MOHR & ASSOC INC

James B Trussell

455 Southaven Lane (SW corner of Southaven Lane & Norris Ferry Road)

R-A

**2 Lot Single Family Residential Subdivision – Southaven Subdivision**

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

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

**CASE NO. SP-44-17: FINAL PLAT (MINOR)**

RALEY & ASSOC INC

Schuyler Wright

4856 Quiet Acres Road (West side of Quiet Acres Road, 1027' north of Calm Street)

R-A

**1 Lot Residential Subdivision – Quiet Country Unit 5**

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

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

**CASE NO. SP-45-17: FINAL PLAT (MINOR)**

STEPHEN LEROY LAND SURVEYING

Anthony Boles

5800 blk Meadow Lake Circle (South side of Meadow Lake Circle, 1000' east of Keith Road)

R-A

**1 Lot Residential Subdivision – Boles Estates Unit 2**

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

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

**END OF CONSENT AGENDA**

**PUBLIC HEARING**

**CASE NO. SP-41-17: PRELIMINARY & FINAL PLAT (MAJOR)**

MATHENY HOME & LAND SALES

LA State Investments LLC

6660 blk Bostwick Road (South side of Bostwick, 3278' east of King Lane)

R-A

**20 Lot Residential Subdivision – Hollow Oak Subdivision Unit 3**

**Representative &/or support:**

Mr. John Bowman, Jr., Bowman & Assoc (3833 Southern Avenue, Shreveport, LA 71106)

There was no opposition present.

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

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

**CASE NO. SC-46-17: PRELIMINARY & FINAL PLAT (MAJOR)**

PROVENANCE DEVELOPMENT CO LLC  
2100 blk Sweetleaf Avenue (Sweetleaf Ave between Woodsong Lane & Fairwoods Drive)  
R-2(PUD)  
**20 Lot Single Family Residential Subdivision – Provenance Phase II, Unit H**

**Representative &/or support:**

Mr. Bob Basinger, Forte & Tablada (920 Pierremont, Shreveport, LA 71105)

There was no opposition present.

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

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

**CASE NO. SC-47-17: PRELIMINARY & FINAL PLAT (MAJOR)**

PROVENANCE DEVELOPMENT CO LLC  
2100 blk Sweetleaf Avenue (Sweetleaf Ave between Fairwoods Drive & Woodberry Avenue)  
R-2(PUD)  
**19 Lot Single Family Residential Subdivision – Provenance Phase II, Unit G**

**Representative &/or support:**

Mr. Bob Basinger, Forte & Tablada (920 Pierremont, Shreveport, LA 71105)

There was no opposition present.

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

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

**CASE NO. C-19-17: ZONING REQUEST**

MICHAEL KELSCH  
Best Yet Youree LLC  
9200 blk Youree Drive (East side of Youree Drive 414' south of King Place)  
B-2 to I-1  
**Climate Controlled Storage Facility**

**Representative &/or support:**

Mr. Michael Kelsch, Raley & Assoc (4413 Shed Road, Bossier City, LA 71111)

There was no opposition present.

A motion was made by MR. YOUNG, seconded by MRS. SMITH to recommend that the City Council approve this application subject to the review & approval of a site plan by the Executive Director prior to the issuance of any permits.

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

**END OF PUBLIC HEARING**

**► REQUEST BY CITIZENS TO SPEAK ON ITEMS NOT ON OUR AGENDA TODAY**

Mr. Rob Broussard (451 Sandefur, Shreveport, LA) submitted written proposed amendments to the Final Draft of the UDC, Article 16.4 G, Variance to Zoning. Mr. Broussard said that the current version of the UDC states that “within 30 days after the date of the decision, the applicant or any aggrieved party may appeal a Zoning Board of Appeals decision on a variance to Caddo Parish Civil District Court.” He said “under the current zoning allowance appeals are made to the Shreveport City Council or the Caddo Commission. This amendment would be consistent with the current Zoning Ordinance. It would also be consistent with appeals of the MPC decisions under both the current ordinance & the final UDC draft.” Mr. Broussard’s proposed amendment reads: “Within 30 days after the date of the decision, the applicant or any aggrieved party may appeal a Zoning Board of Appeals decision on a variance to the City Council or the Caddo Commission.”

## **OTHER BUSINESS**

- Master Plan Implementation Report

The Board received an e-mail yesterday advising that the City Council approved the UDC & Zoning Map with amendments by a 6-1 vote. Tom Arceneaux's proposed amendment was not necessary because we resolved the issue to everyone's satisfaction prior to the City Council vote. We anticipate a final vote by the Parish Commission on March 23<sup>rd</sup>.

- Other Staff Reports

We only have \$9,000 left in the account for Camiros. We plan to have them come back for training & they will bring a manual explaining the new procedures.

**MR. YOUNG** was concerned about whether or not we had the staffing necessary to handle the transition to the new UDC / Zoning Map system. Mr. Sweeney said we will work with what we have. He "tweaked" Roy Jambor's position description to put us in a much better position staff-wise. We have also set up a Transition Committee & have begun some staff training. We plan to host out-reach training sessions for the public & will advise the Board Members of those meetings once they are scheduled.

The application for 4611 Monkhouse that the MPC denied & the applicant appealed has been remanded to us by the City Council. It will appear on our April agenda as an item for reconsideration.

- Items for Future Discussion

### Proposed UDC Fee Structure for Consideration at the April 5, 2017 MPC Meeting

In August 2015 the Board approved a change to our fee structure, which was then adopted by the City Council. We need to consider a proposed UDC Fee Structure at our next meeting. A copy of the proposed fee structure was distributed.

## **CHAIR / BOARD MEMBERS' COMMENTS**

- ▶ **MR. REMEDIES** recommended that we implement a procedure for considering amendments to the UDC that are submitted by citizens. We need a process that we can follow for each recommendation; i.e., ideally the amendment would be submitted to staff for review & research so a report of information can be presented to the Board for consideration. **MR. JACKSON** suggested that staff prepare a written procedure for the Board to consider at the April meeting.
- ▶ **MR. YOUNG** distributed a written request for the following items to be placed on the April 5<sup>th</sup> agenda:
  1. Consideration of Mark Sweeney's Employment Agreement
  2. Discussion of changes to outside legal service contractual agreements
  3. Informing MPC Board Members of any litigation or potential litigation immediately

**MRS. COOPER** said she doesn't think that these issues are appropriate for discussion at our public hearing. **MR. YOUNG** said that he has had a discussion with the Chair & that **MR. JACKSON** will explore the matter further.

**ADJOURN 3:50 p.m.**

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**Theron Jackson, Chair**

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**Winzer Andrews, Secretary**