

**CADDO PARISH COMMISSION**  
**505 TRAVIS STREET, GOVERNMENT PLAZA**  
**PUBLIC NOTICE**  
**REGULAR MEETING AGENDA**  
Streaming at [www.caddo.org](http://www.caddo.org)  
August 18, 2022  
**3:30 P.M.**

1. ROLL CALL:

**Commissioners:**

Hopkins	District 1	Gage-Watts	District 7
Johnson	District 2	Taliaferro	District 8
Jackson	District 3	Atkins	District 9
Young	District 4	Chavez	District 10
Burrell	District 5	Lazarus	District 11
Jones	District 6	Epperson	District 12

2. INVOCATION:

3. PLEDGE OF ALLEGIANCE:

Veterans and active military members saluting during recitation of the Pledge of Allegiance would be appropriate, should you wish to do so.

4. AGENDA ADDITIONS:

4.I. Potential Agenda Addition: Add Chris Chandler Or The American Millennium Project As A Visitor  
(Taliaferro)

4.II. Potential Agenda Addition: Authorize Use Of Already Approved ARPA Funding For Grambling State University Vs Northwestern State University For Shreveport Football Game.  
(Jackson)

5. CITIZENS COMMENTS:

Citizens who wish to address the Commission on any issue other than zoning, please fill out a comment card located in the chamber foyer and return to the President or the Clerk of the Commission. Individual comments are limited to 3 minutes

NOTE: Citizens who wish to address the Commission on matters relative to public hearings (items listed on the agenda only) will be limited to a cumulative total of 15 minutes each, for or against an issue. Those who wish to speak or make a presentation are asked to select their speakers and address the points they wish considered with this limitation in mind.

6. VISITORS:

7. ADOPT REGULAR SESSION MINUTES:

7.I. Regular Session Minutes August 4, 2022

Documents:

[8.4.2022 REGULAR SESSION MINUTES.PDF](#)

8. SPECIAL RESOLUTIONS:

8.I. Special Resolution Of Recognition Blanchard 8UAA Allstars  
(Commissioner Hopkins)

Documents:

[2022 BLANCHARD 8UAA ALLSTARS.PDF](#)

9. COMMUNIQUES AND COMMITTEE REPORTS:

**Administration response to information requests from Commissioners**

10. PRESIDENT'S REPORT:

11. PUBLIC HEARING ON ZONING ORDINANCES & CASES:

11.I. Public Hearing For ZONING CASE APPEAL 22-3-BAP, Property Located 5247 Norfolk Road In Caddo Parish, MR. DANA WHEELER, APPLICANT APPELANT

Request is for approval of a yard variance for a detached garage. The PZC voted to deny application as submitted and the homeowner has appealed.

**PUBLIC HEARING AND FINAL PASSAGE AUGUST 18, 2022**

(District 2)

Documents:

[APPEAL PACKET.PDF](#)  
[ADDITIONAL INFORMATION FROM APPELANT- 22-3-BAP.PDF](#)  
[223BAP.PDF](#)  
[3JUNE 222022 PPZB AGENDA.PDF](#)  
[PITTMAN OPPOSITION PACKET.PDF](#)  
[REQUEST TO APPEAL.PDF](#)  
[APPEAL ADDITIONAL INFORMATION REV 2.PDF](#)

12. PUBLIC HEARING ON ORDINANCES:

12.I. Public Hearing For Ordinance No. 6247 Of 2022

AN ORDINANCE AMENDING THE BUDGETS OF ESTIMATED REVENUES AND EXPENDITURES FOR THE BUILDING MAINTENANCE FUND, CAPITAL IMPROVEMENT FUND, GENERAL FUND, OIL AND GAS FUND, PUBLIC WORKS FUND, DETENTION FACILITIES FUND, CRIMINAL JUSTICE FACILITIES FUND, HEALTH TAX FUND AND THE RIVERBOAT FUND, FOR THE YEAR 2022 TO TERMINATE COMPLETED OR LAPSED CAPITAL PROJECTS, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(Finance)

Documents:

[ORD 6247- PROJECT CLOSURES 2022.PDF](#)  
[ORD 6247 FACT SHEET -PROJECT CLOSURES 2022.PDF](#)  
[ORD 6247 EXHIBIT- 2022 AMENDMENT.PDF](#)

12.II. Public Hearing For Ordinance No. 6248 Of 2022

AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE OIL AND GAS FUND FOR THE YEAR 2022 TO PROVIDE AN APPROPRIATION FOR RELOCATION ASSISTANCE AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(Gage-Watts and Johnson)

Documents:

[ORD 6248- RELOCATION ASSISTANCE 2.PDF](#)  
[ORD 6248 FACT SHEET - RELOCATION ASSISTANCE 2.PDF](#)

12.III. Public Hearing For Ordinance No. 6249 Of 2022

ORDINANCE AMENDING THE 2022 BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE CAPITAL OUTLAY AND OIL AND GAS FUNDS AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(Burrell, Chavez, Taliaferro, Atkins)

Documents:

[ORD 6249- RONALD MCDONALD.PDF](#)  
[ORD 6249 FACT SHEET - RONALD MCDONALD HOUSE.PDF](#)  
[RMH- CADDO PARISH 8 1 2022.PDF](#)

12.IV. Public Hearing For Ordinance No. 6250 Of 2022

AN ORDINANCE TO CLOSE AND ABANDON A PORTION OF THE DEDICATION FOR AN UNNAMED ROAD IN THE PARISH OF CADDO, AND OTHERWISE PROVIDING WITH RESPECT THERETO.

(District 11)

Documents:

[ORD 6250.PDF](#)  
[ORD 6250 FACT SHEET.PDF](#)  
[ORD 6250- EEXHIBIT A.PDF](#)

13. ZONING ORDINANCES, CASES AND APPEALS (For Final Passage):

13.I. ZONING CASE APPEAL 22-3-BAP, Property Located 5247 Norfolk Road In Caddo Parish, MR. DANA WHEELER, APPLICANT APPELANT

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**PUBLIC HEARING AND FINAL PASSAGE AUGUST 18, 2022**

(District 2)

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[PITTMAN OPPOSITION PACKET.PDF](#)  
[REQUEST TO APPEAL.PDF](#)  
[APPEAL ADDITIONAL INFORMATION REV 2.PDF](#)

14. ORDINANCES (For Final Passage):

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(Finance)

Documents:

[ORD 6247- PROJECT CLOSURES 2022.PDF](#)  
[ORD 6247 FACT SHEET -PROJECT CLOSURES 2022.PDF](#)  
[ORD 6247 EXHIBIT- 2022 AMENDMENT.PDF](#)

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(Gage-Watts and Johnson)

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[ORD 6248 FACT SHEET - RELOCATION ASSISTANCE 2.PDF](#)

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(Burrell, Chavez, Taliaferro, Atkins)

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[ORD 6249- RONALD MCDONALD.PDF](#)  
[ORD 6249 FACT SHEET - RONALD MCDONALD HOUSE.PDF](#)  
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(District 11)

Documents:

[ORD 6250.PDF](#)  
[ORD 6250 FACT SHEET.PDF](#)  
[ORD 6250- EEXHIBIT A.PDF](#)

15. ZONING ORDINANCES (For Introduction By Title):

15.I. Introduce Ordinance No 6253 Of 2022 In Relation To 22-15-P

AN ORDINANCE TO AMEND VOLUME II OF THE CODE OF ORDINANCES OF THE PARISH OF CADDO, AS AMENDED, THE CADDO PARISH UNIFIED DEVELOPMENT CODE, BY AMENDING THE ZONING OF PROPERTY LOCATED SOUTH SIDE OF MOUNT ZION ROAD, APPROXIMATELY SIX HUNDRED FEET EAST OF LINWOOD AVENUE, CADDO PARISH, LA., FROM R-A RURAL- AGRICULTURAL ZONING DISTRICT TO I-1 LIGHT INDUSTRIAL ZONING DISTRICT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(District 10)

Documents:

16. ORDINANCES (For Introduction By Title):

16.I. Introduce Ordinance No 6251 Of 2022

AN ORDINANCE TO AMEND ORDINANCE NO. 6200 OF 2022, RELATIVE TO A PARISH PLANNING AND ZONING COMMISSION, TO PROVIDE FOR ITS PERMANENT STATUS AND MEMBERSHIP, TO PROVIDE FOR ITS AUTHORITY, TO REMOVE THE TERMINATION DATE; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(Long Range Planning committee)

Documents:

[ORD 6251- AMENDING ORD NO 6200 RE PARISH PLANNING AND ZONING COMMISSION.PDF](#)  
[ORD 6251 FACT SHEET- PLANNING AND ZONING COMMISSION.PDF](#)

16.II. Introduce Ordinance No. 6252 Of 2022

AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE E EDWARD JONES HOUSING TRUST FUND FOR THE YEAR 2022 TO APPROPRIATE FUNDS RECEIVED FROM THE US TREASURY IN THE AMOUNT OF \$1,207,096 FOR THE EMERGENCY RENTAL ASSISTANCE PROGRAM AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(Finance, Jackson, Burrell)

Documents:

[ORD 6252-ERAP AUGUST REALLOCATION.PDF](#)  
[ORD 6252 FACT SHEET - ERAP AUGUST.PDF](#)

16.III. Introduce Ordinance No. 6254 Of 2022

AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE OIL AND GAS FUND TO APPROPRIATE FUNDS FOR REMEMBRANCE GARDEN AT THE CADDO PARISH COURTHOUSE AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(Johnson)

Documents:

[ORD 6254-COURTHOUSE GARDEN.PDF](#)  
[ORD 6254 FACT SHEET -COURTHOUSE GARDEN.PDF](#)

16.IV. Introduce Ordinance No 6255 Of 2022

AN ORDINANCE TO CLOSE AND ABANDONA PORTION OF THE DEDICATION FOR AN UNNAMED ROAD IN THE PARISH OF CADDO AND OTHERWISE PROVIDE WITH RESPECT THERETO

(District 1)

Documents:

[ORD 6255- ABDN\\_UNNNAMEDROAD.PDF](#)

17. WORK SESSION MINUTES:

17.I. Work Session Minutes August 15, 2022

Documents:

[8.15.2022 WORK SESSION MINUTES.PDF](#)

18. RESOLUTIONS:

18.I. Resolution No 39 Of 2022

A RESOLUTION ADOPTING A CITIZEN PARTICIPATION PLAN FOR THE CDBG PROGRAM

(Finance)

Documents:

[RES 39 OF 2022- CITIZEN PARTICIPATION PLAN- CADDO PARISH 2023.PDF](#)

18.II. Resolution No 40 Of 2022

A RESOLUTION TO URGE AND REQUEST THE LOUISIANA LEGISLATURE TO AMEND L.A.-R.S. 33:172 TO INCLUDE SPECIAL PROVISIONS APPLICABLE TO CADDO PARISH, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

(Epperson)

Documents:

[RES 40 OF 2022- URGING AMENDMENTS TO ANNEXATION STATUTE.PDF](#)  
[RES 40 OF 2022 FACT SHEET.PDF](#)

18.III. Resolution No 41 Of 2022

A RESOLUTION TO URGE AND REQUEST THE TOWN OF GREENWOOD TO FORM A CITIZENS ADVISORY BOARD TO REVIEW AND MAKE RECOMMENDATIONS REGARDING WATER ISSUES WITH THE TOWN'S WATER SYSTEM, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

(Epperson)

Documents:

[RES 41 OF 2022 URGING GREENWOOD CITIZENS ADVISORY RE WATER.PDF](#)  
[RES 41 OF 2022 FACT SHEET.PDF](#)

19. OLD BUSINESS:

20. NEW BUSINESS:

20.I. North Caddo Hospital Service District Reappointment

Reappointment of Patricia White to the North Caddo Hospital Service District. Term to expire August 18, 2028.

(Commissioner Hopkins)

20.II. Black Bayou Watershed Reappointments

Reappointment of David Hale, Elmer E. Moreau, Ronnie Festavan, and Charles Dennis Barr to the Black Bayou Watershed. Terms to expire August 14, 2026.

(Commissioner Hopkins)

20.III. Discussion Of NACo Initiative Operation Green Light

(Commissioner Epperson)

20.IV. Discussion Of Orphaned Oil And Gas Wells In Louisiana

(Commissioner Epperson)

20.V. Discussion Of Proposed Settled Inn Village In Bethany, Louisiana

(Commissioner Epperson)

21. COMMUNIQUEs AND REPORTS:

22. CITIZEN COMMENTS (Late Arrivals)

23. ADJOURN:

To all persons desiring to attend and observe a meeting of the Caddo Parish Commission, or who wish to present information to the body: If you have physical limitations that require special accommodations in order for you to attend and participate in a meeting of the Caddo Parish Commission, please contact the office of the Caddo Parish Commission Clerk at (318) 226-6596, at least 24 hours in advance of the meeting so that an effort can be made to provide those accommodations.

MINUTES OF THE REGULAR SESSION OF  
THE CADDO PARISH COMMISSION  
HELD ON THE 4th DAY OF AUGUST, 2022

The Caddo Parish Commission met in a Regular Session, on the above date, at 3:30 p.m., in the Government Chambers, with Mr. Atkins, presiding, and the following members in attendance constituting a quorum: Commissioners Atkins, Burrell, Chavez, Epperson, Jackson, Johnson, Lazarus, Taliaferro, and Young (9). ABSENT: Commissioners Gage-Watts, Hopkins, and Jones (3).

The invocation was given by Mr. Burrell, and Mr. Lazarus led the Commission in the Pledge of Allegiance.

**AGENDA ADDITIONS**

It was **moved by Mr. Burrell**, seconded by Mr. Atkins, *that the agenda be re-adopted to reflect the corrected spelling of the Broadband appointment.*

At this time, the President of the Commission opened the floor for anyone to speak in favor or against the agenda addition. There being no one to speak in favor or against the agenda addition, the President closed the public hearing on agenda additions.

At this time, Mr. Burrell's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Jackson, Johnson, Lazarus, Taliaferro, and Young (9). NAYS: None (0). ABSENT: Commissioners Gage-Watts, Hopkins, and Jones (3). ABSTAIN: None (0).

**CITIZENS COMMENTS**

Francine M. Brown came before the Commission and gave the following comment:

Good Afternoon, everyone. My name is Francine Brown, and my address is 496 Meadow Parkway Drive in Shreveport, Louisiana. I am here today as Executive Director of Seniors First. I just wanted to introduce myself to the Commission. I started this nonprofit organization back in 2017. After the death of my parents within an eight-month span, I decided to do a case study on why seniors die suddenly like that, and I found that it was due to isolation, delayed access to transportation and other risk areas that we don't suffer from that seniors suffer from every day. Since that time, I've done more than 100 programs. I just recently co-organized the Cedar Grove pre-Juneteenth Celebration and Parade with Ms. Kimberley Jones back in June. I'm presently working with the Cedar Grove Mural, as appointed by the City, and also the Chairperson. I'm just here to introduce myself and let you guys know who I am. My commitment to the community is very strong, and I intend to keep doing things for seniors. Also, under the senior umbrella, it also incorporates people of other ages where I can benefit and make positive, immediate impacts in the community. Thank you so much for allowing me to make this presentation.

Francis Russell came before the Commission and gave the following comment:

Thank you for allowing me to come. My name is Francis Juanita Russell. I live at 10235 Cook Road, Bethany, Louisiana, 71007. The property at the end of Cook Road was sold to an organization that plans to put many homes in it for homeless people. It's called Settled Inn Village. I was told by Mrs. Lois Mayberry—I think she is the Chairman—this would be people with drug and alcohol problems...and she also used the word 'mental'. We are the undersigned property owners and the taxpaying citizens of Caddo Parish and the residents of Cook Road and surrounding communities do hereby register our collective opposition to the proposed development of this Settled Inn Village Community on Cook Road. I have a copy of petitions and a brochure that was passed out to the residents in the trailer park, and the homeowners were not notified. We agree these people need help, but we feel this is not the right location. It seems to be a safety [inaudible] and puts us at risk in the rural areas since we are further out from the police and fire department. I know if they have to the fire department or the Sheriff's Department for their input on this. Thank you for allowing me to say this.

Ken Epperson, Sr. came before the Commission and gave the following comment:

Good Afternoon. I just wanted to get the feel of how it is to stand before you as a citizen. My name is Kenneth R. Epperson, Sr. I reside at 3822 Treat Drive, Shreveport, Louisiana 71119. I'm here to speak in reference to about three items. The first is the annexation of some property by the Town of Greenwood. For some you may not know the historical context of annexation. Back in the 90s annexation was an aggressive tool that was used by various governmental entities. Once you had property that was developed and had some extensive economic and tactical value they will go out and aggressively annex it. So those laws were changed. Recently, the Town of Greenwood annexed about 49 acres that's directly adjacent from Deer Creek, Timberline, Colonial Heights and Western Hill Subdivision. The citizens felt that it was with malice. It was under the table. It was not morally correct, and we are doing some things to see if we can rectify that through the Louisiana Legislative Auditor, the Attorney General, and the local District Attorney's Office. This send fear in the hearts of seniors, individual homeowners throughout the Parish of Caddo. If there's something they want to be done—a company or an entity that wants something to go their way and they can't get it through the normal process of zoning, they will use this particular deal. A number of my constituents have contacted me relative to Greenwood being desperate for tax dollars by doing such a dastardly deed as this annexation, and they were also highly dissatisfied with the voting of this body not

to allow the Parish Attorney to investigate the way that this process went out. My second deal is the Cook Road. The persons that came and spoke before you relative to that situation. We don't know what the process is with this new Parish Planning & Zoning Board, the Metropolitan Planning Commission—as Mrs. Francis stated to you, there's going to be a development down there. I went down and toured the area. The majority of that portion is not Parish road, it cuts off before we get there. So we want to know if there's a process that citizens will have an opportunity to have a say in what's going on. So today, I would like to ask the Parish Attorney—and I think Mr. Clark is here—if he would get with Mrs. Francis and her group and see if they can get some information relative to as what remedies they would have to have a say in that development. And thirdly, the Town of Greenwood has had issues with the water. I've been a resident for nineteen years. The water has been brown. They steady have boil bans. They steady having problems with the system. Many of you may know that we appropriated the \$750,000 in last year's budget to try to help them out. We have given them money in the past for their water system. There are too many issues with the Town of Greenwood's water system, and we need to do something to rectify that situation. So, I'm going to be getting with the Parish Attorney to see if there's something that we can do to make sure that there is transparency relative to the Greenwood water situation, and if we can have clean, dependable, potable drinking water, so we can have good development and growth in West Caddo Parish. Thank you.

### **ADOPT REGULAR SESSION MINUTES**

It was **moved by Mr. Jackson**, seconded by Mr. Young, *to englobo and adopt the Regular Session Minutes July 7, 2022 and Special Session Minutes August 1, 2022* be adopted. Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Jackson, Johnson, Lazarus, Taliaferro, and Young (8). NAYS: None (0). ABSENT: Commissioners Epperson, Gage-Watts, Hopkins, and Jones (4). ABSTAIN: None (0).

### **SPECIAL RESOLUTIONS**

It was **moved by Mr. Epperson**, seconded by Mr. Burrell, *that Special Resolution of Remembrance & Respect Bishop Fred Caldwell, Sr.* be adopted.

Mr. Johnson said that Bishop Caldwell was a staple in District 12 and in District 2 with both of the Greenwood Acres Full Gospel Church facilities. Mr. Johnson said that he valued Bishop Caldwell's opinion, and he helped him throughout his political career.

Mr. Burrell said that Bishop Caldwell was his spiritual advisor and a “straight shooter”. He will be missed, he said.

Mr. Epperson announced that Bishop Caldwell's funeral will be held tomorrow at 10:00 a.m. at the Greenwood Life Center. He also said that he is a fine gentleman and spoke the truth.

At this time, Mr. Epperson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Jackson, Johnson, Lazarus, Taliaferro, and Young (9). NAYS: None (0). ABSENT: Commissioners Gage-Watts, Hopkins, and Jones (3). ABSTAIN: None (0).

### **SPECIAL RESOLUTION OF REMEMBRANCE & RESPECT BISHOP FRED CALDWELL, SR.**

WHEREAS, the Caddo Parish Commission notes with deep regret the passing of individuals whose life and works have served as an example of the worthy values that benefit this community and this Parish; and

WHEREAS, Bishop Caldwell, Pastor of Greenwood Acres Full Gospel Baptist Church in Shreveport, went to be with the Lord on July 22, 2022, at the age of 76 years old; and

WHEREAS, Bishop Caldwell was called into the gospel ministry on April 24, 1977 and preached his first sermon at Avenue Baptist Church on June 12, 1977. He went on to help Greenwood Acres' Pastor Milton McElroy Flynn in the Summer of 1981, then later becoming Pastor at Greenwood Acres Full Gospel Baptist Church in 1983; and

WHEREAS, Bishop Caldwell had many successes during his life, including authoring four book, building KSYB Radio Station, and founding Greenwood Acres Christian College; and

WHEREAS, Bishop Caldwell may be best remembered in the community for the love he had for his wife, Sister Mary K. Caldwell, and their two children, Timi D. Caldwell-Dixon and Fred A. Caldwell, II, as well as his sweet spirit and kind heart toward mankind. He spent his life preaching the Gospel, leading, and loving people; and

WHEREAS, he is also remembered for the warmth of his smile, his wisdom, and by his devotion to his family, his church and his community; he will be missed.

NOW, THEREFORE, BE IT RESOLVED, by the Caddo Parish Commission in legal

session convened, that it does hereby express its deepest regrets at the passing of Bishop Fred A. Caldwell, Sr.

BE IT FURTHER RESOLVED, that the Commission does further convey to the family and friends of Bishop Caldwell its sincerest expressions of sympathy and consolation, and the prayer that they will be comforted in the knowledge of life that continues beyond this vale.

### **COMMUNIQUES & COMMITTEE REPORTS**

- Mr. Epperson thanked Facilities & Maintenance for providing ditty bag for the Back to School Bash in conjunction with Grace Pointe Church of the Nazarene. He commended the employees who work at the Shirley Francis Compactor Site.

Mr. Epperson also announced that Pinchback Park is now open.

He also recognized former City Councilperson, Michael Corbin, who is in attendance today.

Mr. Epperson also asked that the following letter from the Town of Greenwood be a part of the record:

*The TOWN OF GREENWOOD WATER SYSTEM is currently in violation of the treatment technique requirements for minimum disinfectant level as set forth by the state (Part XII of the Louisiana State Sanitary Code). Although this incident is not an emergency, as our customers, you have a right to know what happened and what we are doing to correct the situation.*

*The Louisiana Department of Health (LDH) has determined that the presence of microbiological contaminants is a health concern at certain levels of exposure and requires the disinfection of drinking water to kill disease causing organisms. These organisms include bacteria, viruses, and parasites which can cause symptoms such as nausea, diarrhea, and associated headaches. These symptoms, however, are not just associated with disease-causing organisms in drinking water, but also may be caused by a number of factors other than your drinking water. LDH has set enforceable requirements for treating drinking water to reduce the risks of these adverse health effects. Treatment such as filtering and disinfecting the water removes and destroys microbiological contaminants. Drinking water which is treated to meet LDH requirements is associated with little to none of this risk and should be considered safe.*

*We are required to monitor your water for the residual disinfectant level. This tells us whether we are effectively treating the water supply. During the compliance monitoring periods of (5/1/2022) through (5/31/2022), and (6/1/2022) through (6/30/2022), the TOWN OF GREENWOOD WATER SYSTEM failed to provide the minimum residual disinfectant level in the treated water supplied to customers. The violation occurred because the treated water chlorine residual was less than 0.5 milligrams per liter in over five percent of the samples collected in the water system in two consecutive months. You do not need to boil your water or take other corrective actions. However, if you have specific health concerns, consult your doctor.*

*Please share this information with all the other people who drink this water, especially those who may not have received this notice directly {for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.*

*In addition, specify the steps being taken to comply, as well as when the water system expects to return to compliance, must also be included in this notice.*

Re: Notice of Violation/ Tier 2 Public Notification of Non-Compliance  
Chlorine Treatment Technique (TT) Violation  
Community Water System  
Town of Greenwood Water System  
PWS ID #LA1017014  
CADD0 Parish

*For more information, please contact [Veronica Brown] at [318-938-7261].*

*This notice is being sent to you by TOWN OF GREENWOOD WATER SYSTEM PWS ID# LA1017014.*

*Date distributed: July 14, 2022*

- Mr. Jackson thanked Parks & Recreation for all of their hard work during the safe summer events. He said that the Stoner Hill Reunion went very well. He also thanked Ms. Beauchamp, Parks &

Recreation, and the LSU Mobile Strike Team for all of their hard work for the Citywide Kickback.

- Mr. Chavez asked that the following letter be a part of the record:

*I received the draft resolution on electricity disconnections Tuesday, as well as the invitation to appear before the Caddo Parish Commission today, Thursday, August 4. Thank you for your initiative to help Caddo residents during this stressful summer of punishing heat and unusually high energy prices. I share your concerns and look forward to appearing before the Commission to discuss what we can accomplish together.*

*Regretfully, my schedule does not permit me to be with you today. If you could advise on an upcoming meeting date later this month, I will clear my schedule to attend.*

*As you may know, in 2007 the Public Service Commission adopted my rule on electricity and natural-gas disconnections during extreme weather (attached). The rule halts utility disconnections for non-payment when temperatures are at or below freezing in winter and in summer when the heat index is at or in excess of 105 degrees. SWEPCO and Panola Harrison Electric Cooperative have advised me that, based on this rule and the extreme heat we have recently experienced, the company has halted routine disconnections for non-payment since June 30.*

*The heat and humidity we have seen across our state this summer, combined with the abrupt rise in unregulated natural-gas prices, have stressed millions of Louisiana households. Members of the Public Service Commission aired their concerns about this urgent situation at our July 27<sup>th</sup> meeting held in your Shreveport chambers. Customers of Entergy, in particular, have faced monthly bills inflated not only by high usage but by recently imposed storm surcharges (I voted no) and Entergy's heavy reliance on gas to generate electricity. Since fuel charges are passed on to customers without markup by Louisiana electric companies, the mix of fuels a utility uses to make electricity is critically important to customers. I challenged Entergy's slow adoption of less costly and clean renewable fuels such as wind and solar. SWEPCO, on the other hand, has aggressively pursued wind and solar projects which will lessen the company's reliance on natural gas.*

*Please advise on an alternative date when I can appear before you and your colleagues to discuss what we can do together for our mutual constituents in this time of need. Contact Tutu Baker in my Shreveport office at 676- 7464 if you have any questions or concerns.*

*Sincerely,  
/s/Foster Campbell  
Foster Campbell  
Public Service Commissioner*

#### **ADMINISTRATOR REPORT**

- Doorbell Program

Mrs. Bryant clarified that the Ring Doorbell Program installation is ongoing and is currently in progress. She said that installations are going on right now.

- Wheelchair Ramp Program

Mrs. Bryant also announced that the Wheelchair Ramp Program will begin tomorrow, August 5. Caddo Council on Aging will be taking appointments for applications for that program.

Mr. Jackson thanked Administration and the Caddo Council on Aging for kicking off the Wheelchair Ramp Program. He said that these funds came from the CAFA program.

#### **PRESIDENT'S REPORT**

Mr. Atkins thanked the Commissioners for their dedication to the Commission meetings today. He said that there were several committee meetings prior to the Regular Session.

#### **PUBLIC HEARING ON ZONING ORDINANCES & CASES**

The President of the Commission opened the floor for anyone to speak in favor or against the following ordinance:

- Zoning Case 22-1-CTAP, Ordinance No. 6244 of 2022, an ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, to extend the notification area for mailed notices, to establish the provisions for the Neighborhood Participation Plan, and to

otherwise provide with respect thereto

- Zoning Case 22-11-P, Ordinance No. 6245 of 2022, an ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, by amending the zoning of property located on the north side of North Lakeshore Drive at the intersection of Fairlane Circle, Caddo Parish, LA, from R-1-7, Single Family Residential Zoning District to R-A, Rural Agricultural Zoning District, and to otherwise provide with respect thereto

There being no one to speak in favor or against the zoning ordinances and cases, the President closed the public hearing.

#### **PUBLIC HEARING ON ORDINANCES**

The President of the Commission opened the floor for anyone to speak in favor or against the following ordinance:

- Ordinance No. 6246 of 2022, an ordinance amending the Budget of Estimated Revenues & Expenditures for the Riverboat Fund for the year 2022 to provide an additional appropriation for Robinson's Rescue and to otherwise provide with respect thereto

There being no one to speak in favor or against the ordinances, the President closed the public hearing on ordinances.

#### **ZONING ORDINANCES & CASES (for final passage)**

It was **moved by Mr. Jackson**, seconded by Mr. Young, *that Zoning Case 22-1-CTAP, Ordinance No. 6244 of 2022, an ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, to extend the notification area for mailed notices, to establish the provisions for the Neighborhood Participation Plan, and to otherwise provide with respect thereto* be adopted.

Mr. Alan Clarke, MPC, said that one of their charges is citizens engagement, and in order to be successful at this, they have to have continuing discussions with the citizens. He said enlarging the notification radius allows for more citizens to be aware of proposed zoning changes.

Mr. Jackson showed appreciation to the MPC for being open to extending the notification area. He said that this has helped mitigate some of the issues that arouse in the past with developers meeting the community and vice-versa.

Mr. Chavez said that this has been a huge success in his district. He thanked the MPC for the citizens participation program.

At this time, Mr. Jackson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Jackson, Johnson, Lazarus, Taliaferro, and Young (9). NAYS: None (0). ABSENT: Commissioners Gage-Watts, Hopkins, and Jones (3). ABSTAIN: None (0).

#### **ZONING CASE 22-1-CTAP, ORDINANCE NO. 6244 OF 2022**

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE TO AMEND VOLUME II OF THE CODE OF ORDINANCES OF THE PARISH OF CADDO, AS AMENDED, THE CADDO PARISH UNIFIED DEVELOPMENT CODE, TO EXTEND THE NOTIFICATION AREA FOR MAILED NOTICES, TO ESTABLISH THE PROVISIONS FOR THE NEIGHBORHOOD PARTICIPATION PLAN, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the Caddo Parish Commission, on recommendation of the Shreveport-Caddo Parish Metropolitan Planning Commission, adopted the Caddo Parish Unified Development Code;

WHEREAS, the Metropolitan Planning Commission has determined that certain provisions in that Code should be changed to address recent issues and improve the application and administration of that Code and land use in the Metropolitan Planning Commission's jurisdiction within Caddo Parish;

WHEREAS, the Caddo Parish Commission, having considered the recommendations of the Metropolitan Planning Commission, agrees that such changes are desirable.

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, that volume II of the code of ordinances of the Parish of Caddo, as amended,

the Caddo Parish Unified Development Code, to establish a Neighborhood Participation Plan process and procedures within Article 15, Application Procedures, and shall be amended as follows:

**I. Article 15 is amended to read as follows:**

ARTICLE 15. - APPLICATION PROCEDURES

15.1– APPLICATION

\* \* \* \* \*

C. Mailed Notice

1. General Requirements

- a. Written notice will be mailed by the Executive Director no less than 15 and no more than 30 days in advance of the scheduled hearing date to all property owners within 300 1,500 feet of the property line of the subject property. The notice must include the date, time, place, and purpose of such hearing, the name of the applicant, and the address of the subject property. When a zoning map amendment is proposed by the Metropolitan Planning Commission or the Parish Commission, notification must also be mailed to the owner of the subject property.

\* \* \* \* \*

Article 15, Section 15.4 is added by substituting Exh. B hereto.

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED, that this ordinance shall take effect upon adoption.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

It was **moved by Mr. Johnson**, seconded by Mr. Lazarus, *that Zoning Case 22-11-P, Ordinance No. 6245 of 2022, an ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, by amending the zoning of property located on the north side of North Lakeshore Drive at the intersection of Fairlane Circle, Caddo Parish, LA, from R-1-7, Single Family Residential Zoning District to R-A, Rural Agricultural Zoning District, and to otherwise provide with respect thereto to uphold the MPC’s decision. Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Jackson, Johnson, Lazarus, Taliaferro, and Young (9). NAYS: None (0). ABSENT: Commissioners Gage-Watts, Hopkins, and Jones (3). ABSTAIN: None (0).*

**ZONING CASE 22-11-P, ORDINANCE NO. 6245 OF 2022**

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE TO AMEND VOLUME II OF THE CODE OF ORDINANCES OF THE PARISH OF CADDO, AS AMENDED, THE CADDO PARISH UNIFIED DEVELOPMENT CODE, BY AMENDING THE ZONING OF PROPERTY LOCATED NORTH SIDE OF NORTH LAKESHORE DRIVE AT THE INTERSECTION OF FAIRLANE CIRCLE, CADDO PARISH, LA., FROM R-1-7 SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT TO R-A RURAL-AGRICULTURAL ZONING DISTRICT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

BE IT ORDAINED by the Caddo Parish Commission in due, legal and regular session convened, that Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, is hereby amended and re-enacted to read as follows, to wit:

The official Zoning Map of the Shreveport Metropolitan Planning Area of Caddo Parish, Louisiana, be amended by rezoning property located North side of North Lakeshore Drive at the intersection of Fairlane Circle, Caddo Parish, LA, more particularly described below, be and the same is hereby amended from R-1-7 Single- Family Residential Zoning District To R-A Rural-Agricultural Zoning District:

Beginning at the northwest corner of said Section 27, run south eight-nine degrees, twenty-seven feet east (S89°27'E) along the Section line for distance of four hundred thirty-nine and fifty-nine hundredths feet (439.59'); thence south zero degrees, thirty -three feet west (S00°33'W) nine hundred eighty-two feet (982') to the north right-of-way line of Lakeshore Drive; thence a simple curve to the right having a radius of one hundred seventy-six and eight tenths feet (176.8') for a distance of three hundred seventy-nine feet (379') to a point on the west line of said Section Twenty-Seven (27); thence north zero degrees, thirty-three feet east (N00°33'E) along Section line for one thousand three hundred forty-three and five-tenths feet (1,343.5') to the Point of Beginning. Said parcel containing twelve and eight-hundredths acres (12.08 acs.), more or less, Section 27, T18N, R15W, Caddo Parish, Louisiana.

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end, the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED that this ordinance shall become effective ten (10) days after publication in the official journal.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

### **ORDINANCES (for final passage)**

It was **moved by Mr. Young**, seconded by Mr. Taliaferro, *that Ordinance No. 6246 of 2022, an ordinance amending the Budget of Estimated Revenues & Expenditures for the Riverboat Fund for the year 2022 to provide an additional appropriation for Robinson's Rescue and to otherwise provide with respect thereto* be adopted.

Mr. Johnson wanted to know which part of the legislation was revised. He asked that the amendments be either italicized or highlighted moving forward. The Clerk of the Commission said that the funds are for a reimbursement that are tied to an increase.

Mr. Jackson wanted to know if this was on a reimbursement basis. Mrs. Bryant said that it is like the other NGOs.

At this time, Mr. Burrell's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Jackson, Johnson, Lazarus, Taliaferro, and Young (9). NAYS: None (0). ABSENT: Commissioners Gage-Watts, Hopkins, and Jones (3). ABSTAIN: None (0).

### **ORDINANCE NO. 6246 OF 2022**

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE RIVERBOAT FUND FOR THE YEAR 2022 TO PROVIDE AN ADDITIONAL APPROPRIATION FOR ROBINSON'S RESCUE AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, the mission of Robinson's Rescue is to eliminate euthanasia of dogs and cats in Northwest Louisiana via an aggressive, comprehensive spay and neuter program; and

WHEREAS, Robinson's Rescue, since its inception, has partnered with the Caddo Parish Commission to provide low cost, high quality spay and neuter surgeries for pets belonging to citizens of Caddo Parish; and

WHEREAS, Robinson's Rescue's 2022 appropriation is \$35,000; and

WHEREAS, the Caddo Parish Commission would like to increase Robinson's Rescue's appropriation by \$10,000; and

WHEREAS it is necessary to amend the 2022 Budget to provide an additional appropriation of \$10,000 for Robinson's Rescue; and

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, that Budget of Estimated Revenues and Expenditures for the Riverboat Fund for the year 2022 is hereby amended as follows:

Budget Increase (Decrease)

Riverboat Fund

NGO Appropriations – Robinson’s Rescue

\$10,000

BE IT FURTHER ORDAINED, that the cooperative endeavor agreement that governs the distribution of this money will specify that the funds of up to \$10,000 will only be released as a reimbursement for work that is in excess of the previous year’s services and documentation will provide the proof of eligibility and additional service.

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED, that this ordinance shall take effect upon adoption.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

**ZONING ORDINANCES (for introduction by title)**

- *Zoning Case Appeal 22-3-BAP, property located at 5247 Norfolk Road in Caddo Parish. Mr. Dana Wheeler, Applicant/Appellant. Request is for approval of a yard variance for a detached garage. The PZC voted to deny application as submitted and the homeowners has appealed. Public hearing and final passage August 18, 2022.*

**ORDINANCES (for introduction by title)**

- *Ordinance No. 6247 of 2022, an ordinance amending the Budget of Estimated Revenues & Expenditures for the Building Maintenance Fund, Capital Improvement Fund, General Fund, Oil & Gas Fund, Public Works Fund, Detention Facilities Fund, Criminal Justice Fund, Health Tax Fund, and the Riverboat Fund, for the year 2022 to terminate completed or lapsed capital projects, and to otherwise provide with respect thereto*
- *Ordinance No. 6248 of 2022, an ordinance amending the Budget of Estimated Revenues & Expenditures for the Oil & Gas Fund for the year 2022 to provide an appropriation for relocation assistance and to otherwise provide with respect thereto*
- *Ordinance No. 6249 of 2022, an ordinance amending the 2022 Budget of Estimated Revenues & Expenditures for the Capital Outlay and the Oil & Gas Funds and to otherwise provide with respect thereto*
- *Ordinance No. 6250 of 2022, an ordinance to close and abandon a portion of the dedication for an unnamed road in the Parish of Caddo, and otherwise providing with respect thereto*

**WORK SESSION MINUTES**

It was **moved by Mr. Jackson**, seconded by Mr. Young, *that Work Session Minutes August 1, 2022 be ratified. Motion carried.*

**RESOLUTIONS**

It was **moved by Mr. Jackson**, seconded by Mr. Johnson, *that Resolution No. 37 of 2022, a resolution urging and requesting Southwestern Electric Power Company, American Electric Power Company, Inc., and Panola-Harrison Electric Cooperative to establish a moratorium on disconnection or shutoff of utility service to individuals, and otherwise providing with respect thereto be adopted.*

Mr. Burrell introduced Ms. Tutu Baker with the Public Service Commission.

Ms. Tutu Baker stated that she is representing Foster Campbell’s Office today. She said that the letter that was submitted today was not exactly a letter of support, but more so that he appreciates the Commission’s concern regarding rising energy costs. She pointed out that Mr. Campbell proposed the first moratorium back in 2007, which stated that if the heat index was more that 105 for two consecutive days, there can be no disconnects in the summertime.

Mr. Jackson clarified that this resolution is a request, not a law.

At this time, Mr. Jackson’s motion failed, as shown by the following roll call votes: AYES:

Commissioners Burrell, Chavez, Jackson, Johnson, Lazarus, and Young (6). NAYS: Commissioners Atkins and Taliaferro (2). ABSENT: Commissioners Epperson, Gage-Watts, Hopkins, and Jones (4). ABSTAIN: None (0).

#### **NEW BUSINESS**

It was **moved by Mr. Johnson**, seconded by Mr. Lazarus, *that the recommendations of the Property Standards Committee with regards to 9562 Wallace Lake Road and 5136 Old Mooringsport Road be adopted. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Jackson, Johnson, Lazarus, Taliaferro, and Young (8). NAYS: None (0). ABSENT: Commissioners Epperson, Gage-Watts, Hopkins, and Jones (4). ABSTAIN: None (0).

It was **moved by Mr. Burrell**, seconded by Mr. Chavez, *that the appointment of Manjit Sing to fill the seat on the Broadband Advisory Committee vacated by Kay West be adopted. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Jackson, Johnson, Lazarus, Taliaferro, and Young (8). NAYS: None (0). ABSENT: Commissioners Epperson, Gage-Watts, Hopkins, and Jones (4). ABSTAIN: None (0).

#### **COMMUNIQUES AND REPORTS**

- Mr. Jackson announced that the Greater Shreveport Chamber of Commerce will have its Ascension Underpass Mural Grand Opening at 5:00 p.m. today. He encouraged all to attend.

- Mr. Burrell said that Caddo Parish has been appropriated between \$13M-\$14M for broadband. He looks forward to get to work with the Broadband Committee with regards to this.

There being no further business to come before the Commission, the meeting adjourned at 4:30 p.m.

  
Michelle Nations  
Assistant Commission Clerk

  
John E. Atkins  
President

# State of Louisiana



Parish of Caddo  
In the Name and By the Authority of The  
Caddo Parish Commission

## Special Resolution of Recognition Blanchard 8UAA Allstars

*WHEREAS*, the Caddo Parish Commission desires to give appropriate recognition to those young people of Caddo Parish and northwest Louisiana who by their extraordinary achievements have distinguished themselves in ways that reflect favorably and positively upon this Parish; and

*WHEREAS*, on July 14-15th in West Monroe, the Blanchard 8UAA Allstars took their skills on the road and competed in the Louisiana Dixie State Championship. On the road to the Dixie State Championship Blanchard's season consisted of a 15-0 regular season, 5-0 Treyson Naron Classic, 3-2 Dixie District 4 and 1-2 Dixie State, compiling a tremendous 24-4 season; and

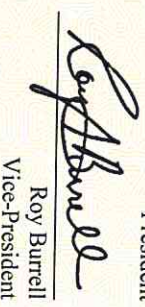
*WHEREAS*, under the management of Kris Kraecman, coaches Wesley Valentine, Austin Huff, and Chase McCormick, these young men have enjoyed much athletic success on the diamond but this program is more than athletics, it has given many of these young men an opportunity to seek a higher level of performance skills and instill community involvement. 2022's roster includes: Rhett Davidson, Austin Ramirez, Rowdy Tullis, Jameson Murdock, Judson Valentine, Bentley Arnold, Huck McCormick, Jeremiah Helton, Samuel Maggio, Landon Moore, Landyn Brocato, Casen Lewis and alternates Liam Kimmer and Breden Buckley. This program has worked to build young men into skilled athletes and into future leaders who understand the importance of determination, hard work, loyalty, service and team work.

*NOW, THEREFORE, BE IT RESOLVED*, by the Caddo Parish Commission, meeting in legal and regular session this 18th day of August, 2022, that it does hereby heartily commend and congratulate the coaches and team members of the **BLANCHARD 8UAA ALLSTARS** for their success and for the pride and honor they have brought to their families, their Town and their Parish.

*BE IT FURTHER RESOLVED*, that this Commission does wish for the Blanchard Allstars much continued success, and that they will continue to dream, to aspire, to strive, to achieve and to excel as they face the challenges and opportunities their lives will present.

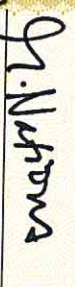
*ATTEST:*

  
John E. Atkins  
President

  
Roy Burrell  
Vice-President

  
Todd A. Hopkins  
District 1



  
Michelle Nations  
Assistant Commission Clerk

Caddo Parish Planning and Zoning Commission  
Attention: Appeal Board

Re: Case 22-3 BAP  
Dana Wheeler  
5247 Norfolk Rd.

Dear Board Members:

I am contacting you in regards to the above referenced case. I am requesting you deny this extreme over reach that will devalue my property. Please see attached memo from Lisa Hargrove of Caldwell Banker Realty.

I am not only requesting that you deny Mr. Wheeler the right to put this building on my property line, I am going to request you deny him to put a building anywhere of this size on his property. My house sets and faces northeasterly which would mean this building would be directly in front of my dining room and den windows. Mr. Wheeler makes the statement that the vegetation and trees would block the view from my house, this is ridiculous. There is a catamaran sitting right there, a wooden building plus numerous piles of wood that can be viewed from my property now.

Mr. Wheeler is obviously unaware that in the fall and winter months leaves fall off the trees leaving a completely exposed building. Also, Mr. Wheeler needs to be aware that vegetation and deteriorated trees are now falling across the fence line and onto my property. It is not unusual for someone visiting our address to question who owns the abandoned property next door, and is it for sale? I am not only asking you to deny his application but also to give him a grace period to clean his property up and then fine him a \$1,000 a week or whatever until he does. It does nothing but provide for rats and snakes and I have grandchildren.

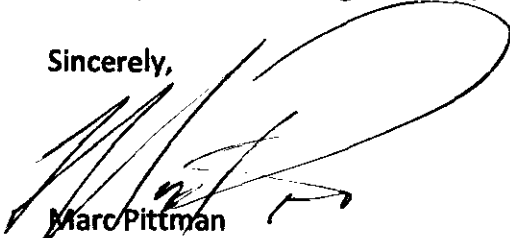
Any building that size would be an eye sore and not only detrimental not only to my property but to all properties. I informed Mr. Wheeler of the six properties that are attached to the cul-de-sac, no one wants the building but obviously Mr. Wheeler doesn't care what other people think. He had mentioned to me once before about putting in a wood making shop to make furniture when he retires. From looking at his drawing a single roll up small door, windows and an access door, it doesn't appear that he has plans for it being a garage at all. For the record, that size building can store two Piper four seater airplanes with room to spare.

Mr. Wheeler has included a photo of his house being in a flood zone, this is misleading. None of the other five properties flood and are not required to get flood insurance. Very little of Mr. Wheeler's property floods, Mr. Wheeler's camp house sits in a hole. If he wants to put a

smaller building on the back on the easterly side of his lot next to Mr. Wiggins' small building, I have no problem with that. I am not aware if that area floods but if it does there is a solution, it is called dirt, the whole world is made out of it. We have included photos of the debris hanging over the fence line damaging the fence, the unkeptness of the lot with lumber lying around, fire wood, and a building already constructed in front of his house that is an eye sore and needs to be removed as well. I am also including a birds eye view of his property adjoining our property and the list of the other property owners and their address who adamantly oppose this building. Three years ago they were passing laws restricting people from having a motor home or a travel trailer in front of their property; I am asking you respectfully please do not let him put a 2,200 sf unmovable building in front of my property. I worked very long and very hard to have what I have. Its value not should be compromised by anyone. Mr. Wheeler doesn't even live at this residence, he lives in Southern Trace. Our home is our primary residence.

Thank you for resolving this and putting it to bed.

Sincerely,



Marc Pittman  
5252 Norfolk Rd.  
Shreveport, LA 71107  
(318) 458-5848

attachments

*July 27, 2022*



**COLDWELL BANKER  
GOSSLEE**

Date: July 11, 2022

To: Caddo Parish Planning and Zoning Commission  
Appeals Board

Re: Case #22-3-BAP  
Dana Wheeler  
5247 Northfolk Road

At Mr. Pittman's request at 5252 Northfolk Road, Shreveport, LA 71107, I reviewed the proposed building site, 5247 Northfolk Road, adjacent to the Pittman property. It is my opinion that the proposed 55 x 40 building would most definitely decrease the value of the Pittman property should they decide to sell. This is also my opinion that this is a commercial size building in a residential area and will not only have an adverse effect to the Pittman property but all the properties in the vicinity of this cul-de-sac.

Best Regards,

Lisa Hargrove  
Realtor  
Specializing in Luxury Residential Homes  
Coldwell Banker Gosslee  
8805 Line Avenue, Suite 100  
Shreveport, LA 71106

8805 Line Avenue, Suite 100, Shreveport, LA 71106  
Phone: 847-444-4444

TO: CADDO PARISH ZONING APPEALS BOARD

FROM: NORFOLK RD. RESIDENTS, SHREVEPORT 71107

RE: Case # 22-3-BAP  
Dana Wheeler  
5247 Norfolk Rd.

SUBJECT: Signatures of Opposing Neighbors

Wayne and Susan Waddell 5248 Norfolk Rd.

Ernie & Chae Pittman 5234 Norfolk Rd

[Signature] 5234 Norfolk

John Baker 5244 Norfolk

Candy Cleary 5241 Norfolk Rd

Kate + Jacob Kern 5240 Norfolk Rd

Mr. & Mrs. Dean Wiggins (elderly couple with health issues) do not want to be involved 5245 Norfolk Rd.

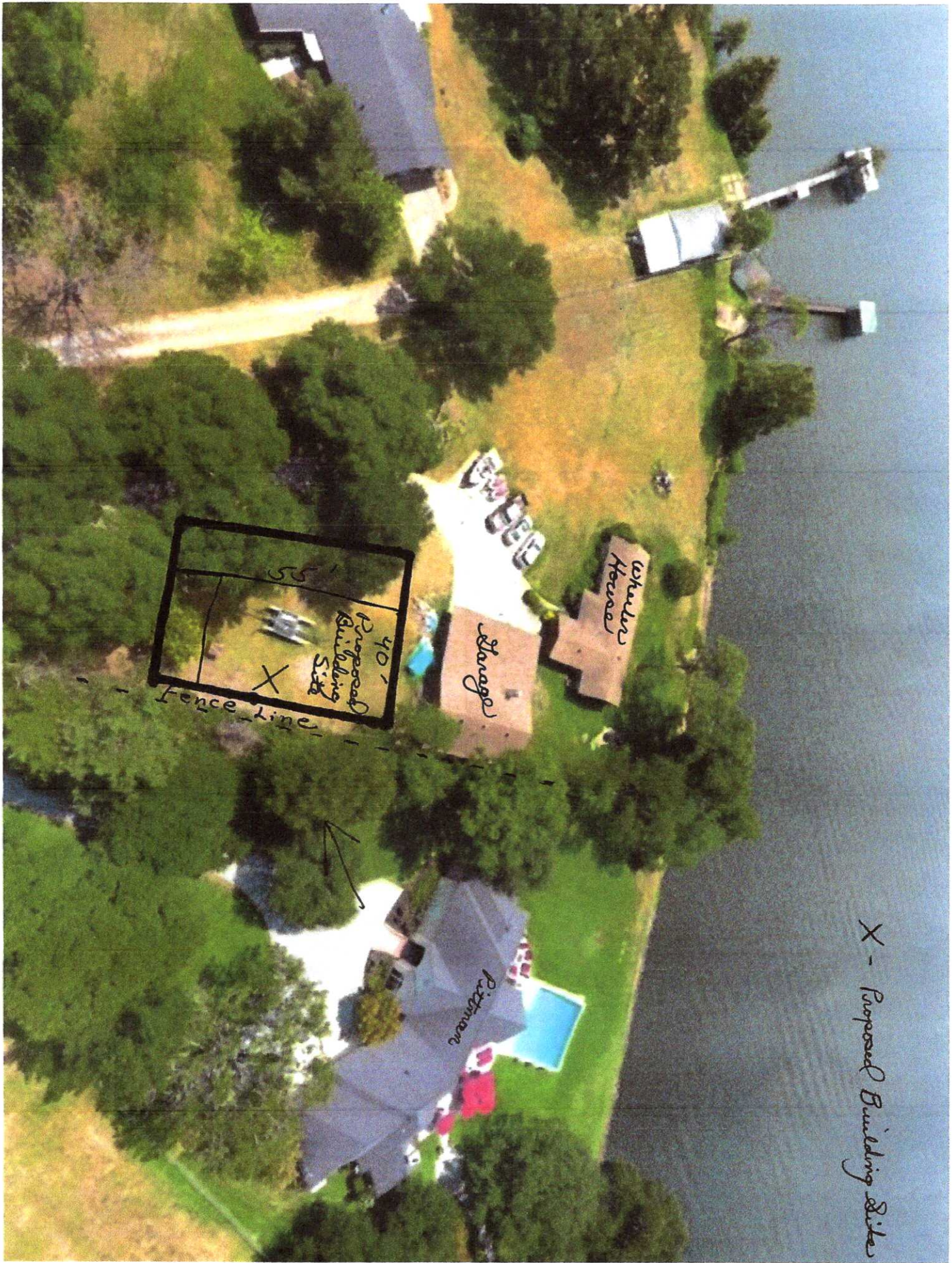
Annette & Marc Pittman 5252 Norfolk Rd.

Rif Kapatel & Cindy 5239 Norfolk Rd.

[Signature] 5242 Norfolk Rd

Wesley Alter 5242 Norfolk Rd





X - Proposed Building Site

Wharley House

Storage

Pittman

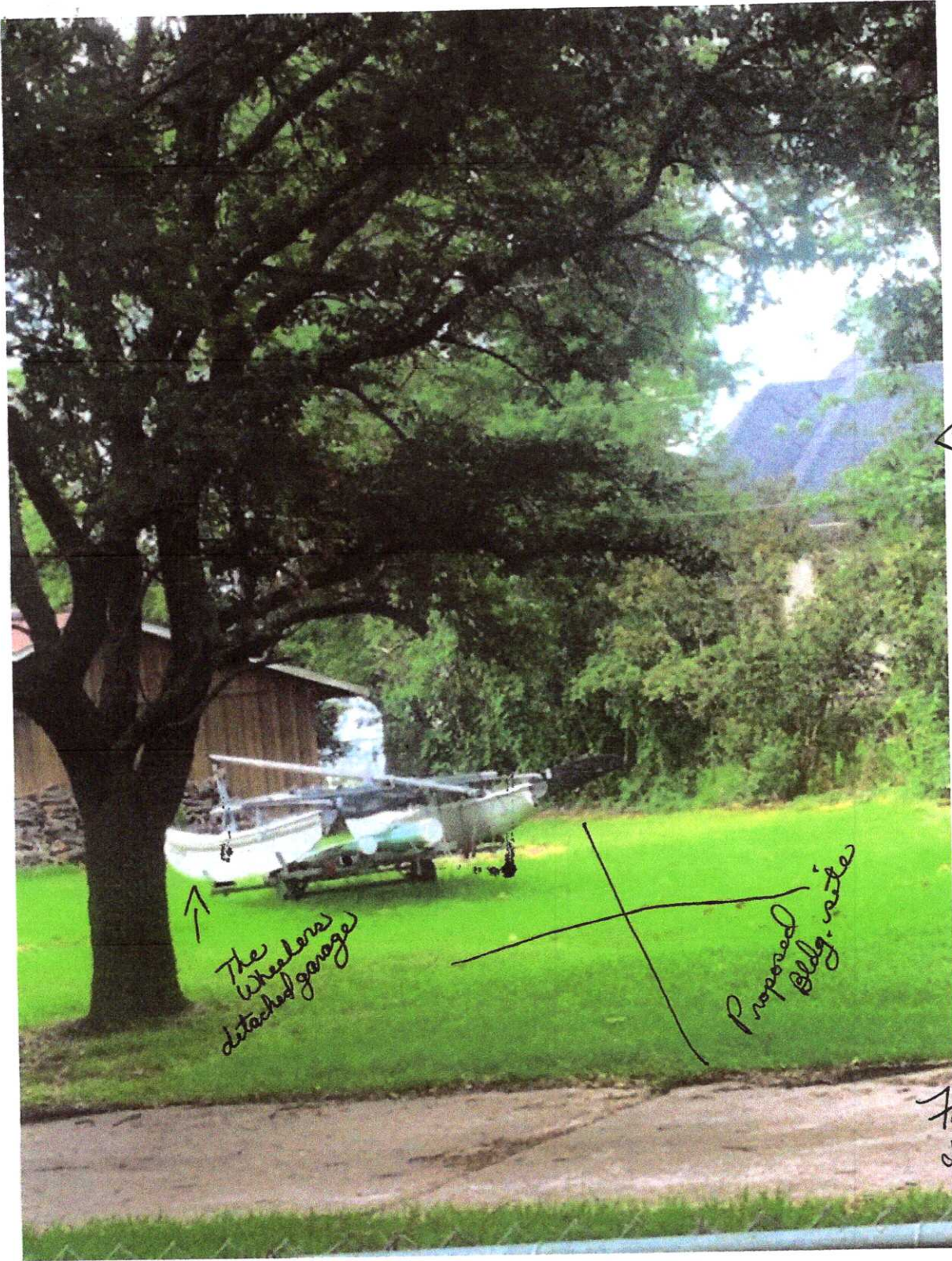
40'

55'

Proposed Building Site

X

Fence Line



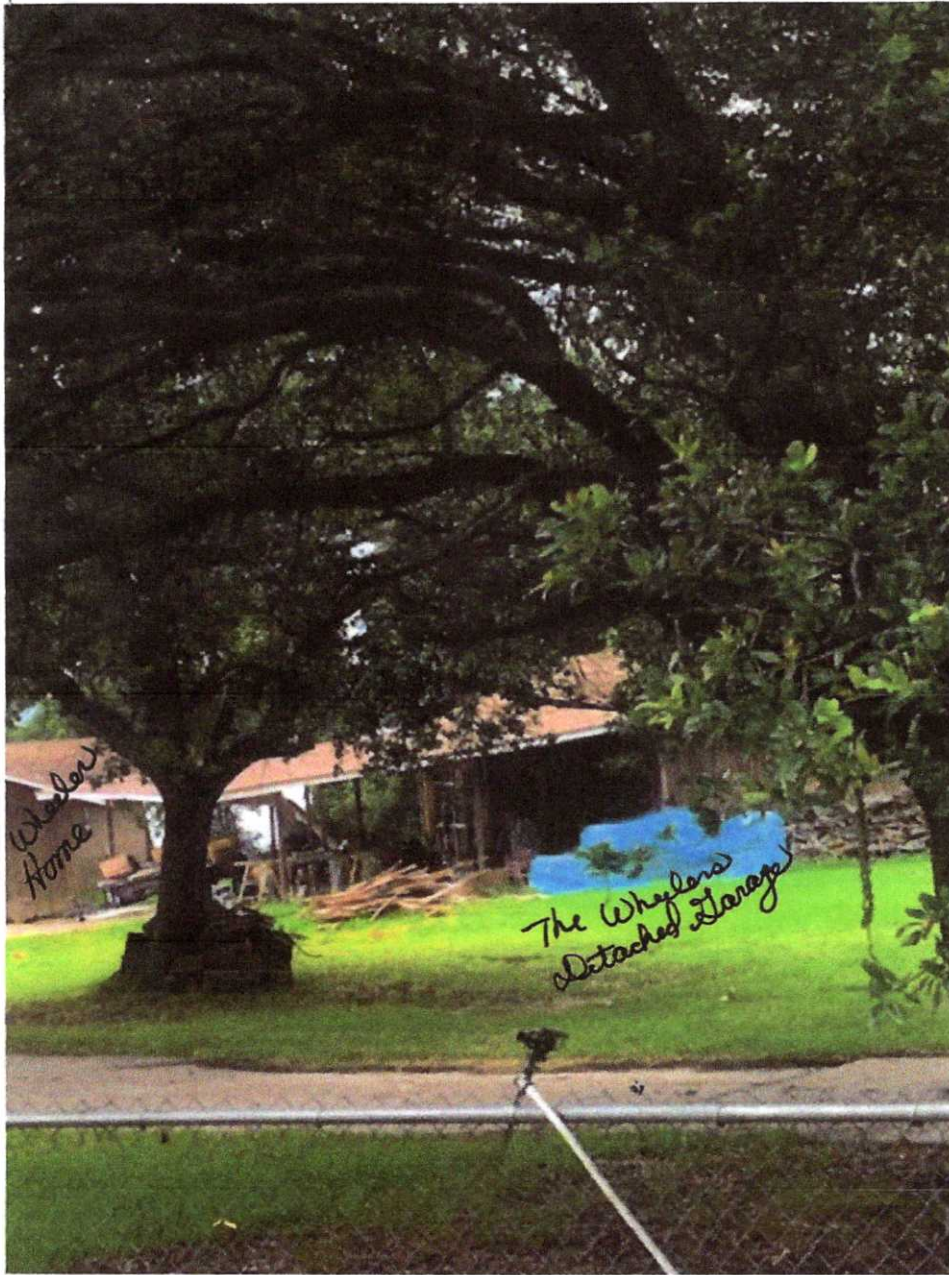
← The Pittmans'

↑  
The Wheelers  
detached garage

Proposed  
Bldg. site

Front of  
driveway







6/22/22, 12:34 PM

uses fences into Pittman  
yard collapsing fence.

IMG\_3925.jpg



Pittman House

6/22/22, 12:33 PM

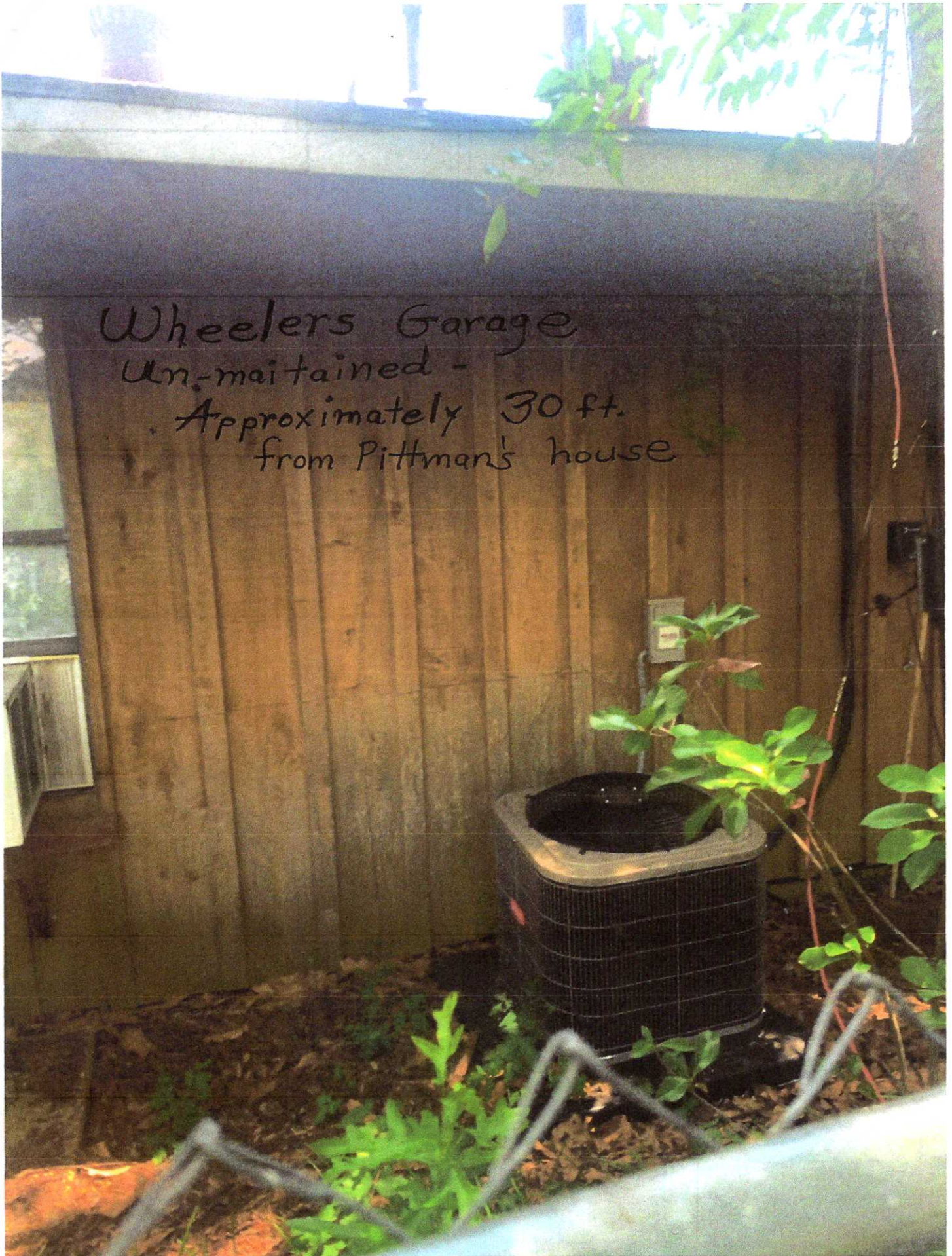
Pittmans yard

IMG\_3924.jpg

Wheeler's tree falling onto fence into Pittmans

10



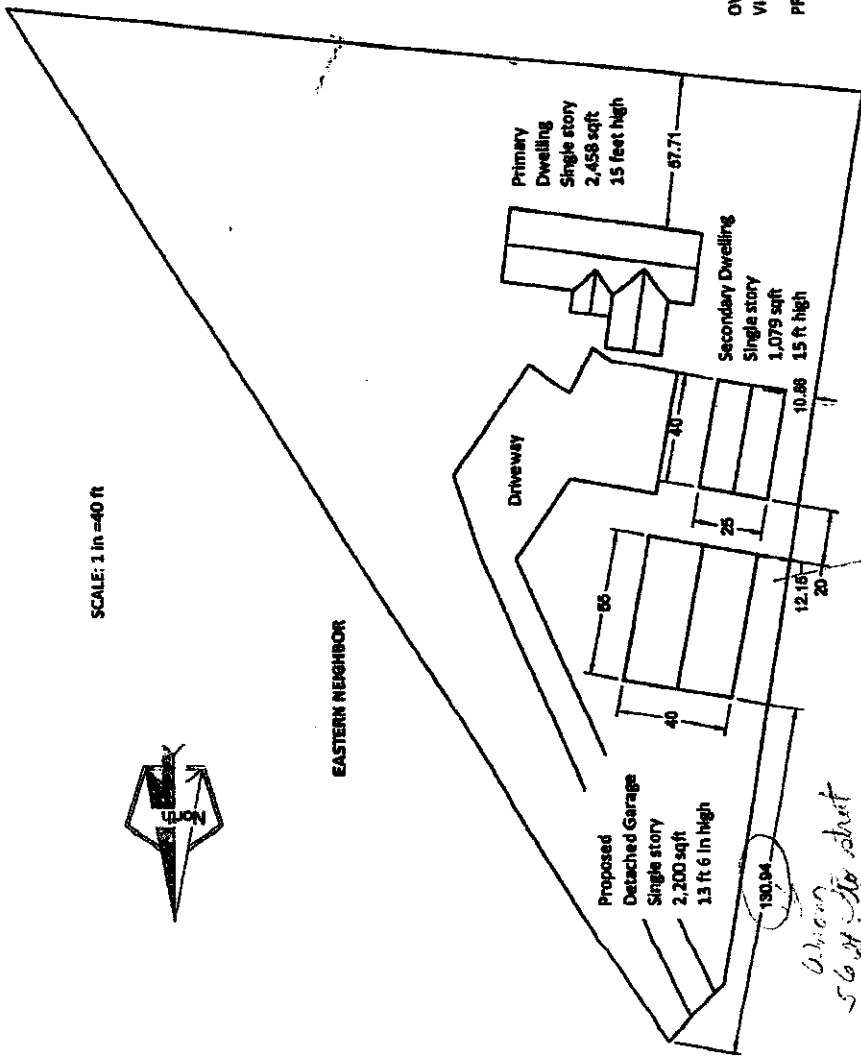


Wheeler's Garage  
Un-maintained -  
Approximately 30 ft.  
from Pittman's house

# CROSS LAKE

OWNER: WHEELER, DANA AND  
VIEN THI HUY WHEELER  
PREPARED: Dana Wheeler

5247 Norfolk Rd. Detached Garage Yard Variance Request  
1.168 ACRES-LOT 18, LAKE POINT SUB. IN SEC. 25 & 36-18-15  
381525-3-18  
Caddo Parish Shreveport LA 71107



SCALE: 1 in = 40 ft

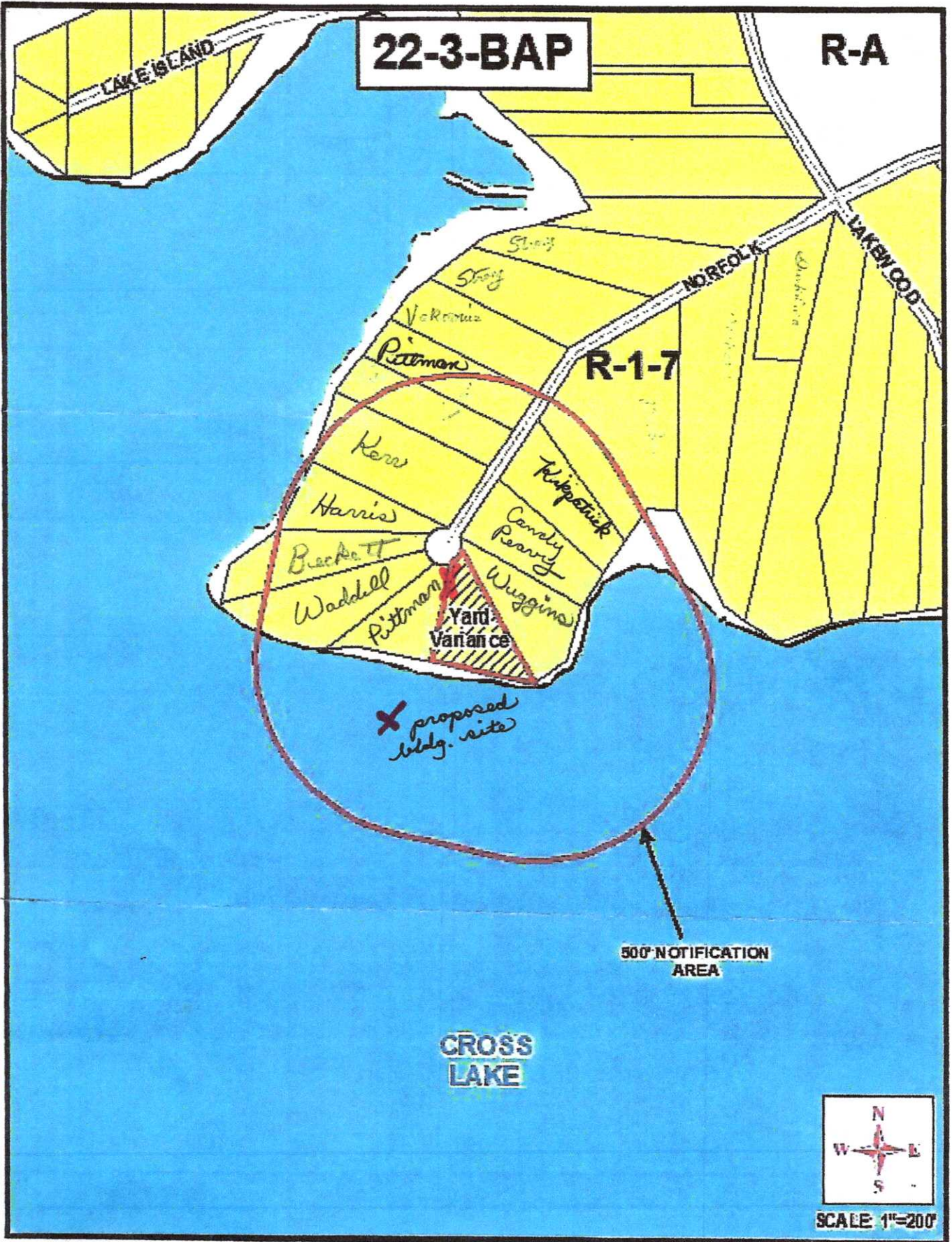


EASTERN NEIGHBOR

WESTERN NEIGHBOR

*56 ft. to street  
from 31 day*

*(Dana Wheeler)*  
*3/18/18*



APPEAL TO DENIAL OF YARD VARIANCE- CADDO PARISH PLANNING AND ZONING COMMISSION  
CASE # 22-3-BAP

I am making this appeal of the Caddo Parish PZC ruling based on two reasons:

1. Through unfortunate circumstances neither I nor miss Emily Trant were able to attend the public meeting to refute Mr. Pittman's statements. I am an anesthesiologist and a case went much longer than anticipated and I cannot leave a patient that is under general anesthesia. Miss Trant, who had personally viewed the property and proposed building site and supported the proposed building site, was home with an illness.
2. Mr. Pittman's suggestion as to where I should build my shop are impractical and would be an unreasonable burden to my eastern neighbors, the Wiggins.

Mr. Pittman's suggestion of building my shop along the eastern border of my property is impractical for 4 reasons.

1. It would obstruct a large part of my eastern neighbors, the Wiggins, view of the lake. Building on my proposed site would not obstruct Mr. Pittman's view or use of the lake. Please see attached images.
2. The building would be clearly visible from the road. My proposed building site is behind foliage and multiple trees largely obscuring it from the public road.
3. It would prevent us from using our boat launch hindering our use and enjoyment of the lake.
4. While it is possible to pour enough dirt to no longer risk flooding the structure, rainwater has to go somewhere and some of it would run toward our existing structure greatly increasing the risk of flooding it.

The purpose of having property on Cross Lake is to enjoy the view of the lake and to enjoy water activities. That is why all detached buildings in the neighborhood are built in the front yards and not in the back yards or side yards by the lake.

My proposed building violates no Caddo Parish building codes and being outside of city limits is not subject to city codes. There are no HOA or covenants to violate. Furthermore, Miss Trant stated in her report to the Caddo Commission:

"The proposed location of the detached garage would be approximately 130' away from the front property line. There are several large trees and bushes in the front of the site, obscuring the site from the public right of way. Additionally, the solid fence and trees on the west side of the property obscure the structure from the westerly neighbor. A detached garage in the front yard of this site would not cause a deterrent to the health, safety, and welfare of those that are in this vicinity."

I just want to build a place where I can quietly pursue my interest in my retirement years.

Sincerely,

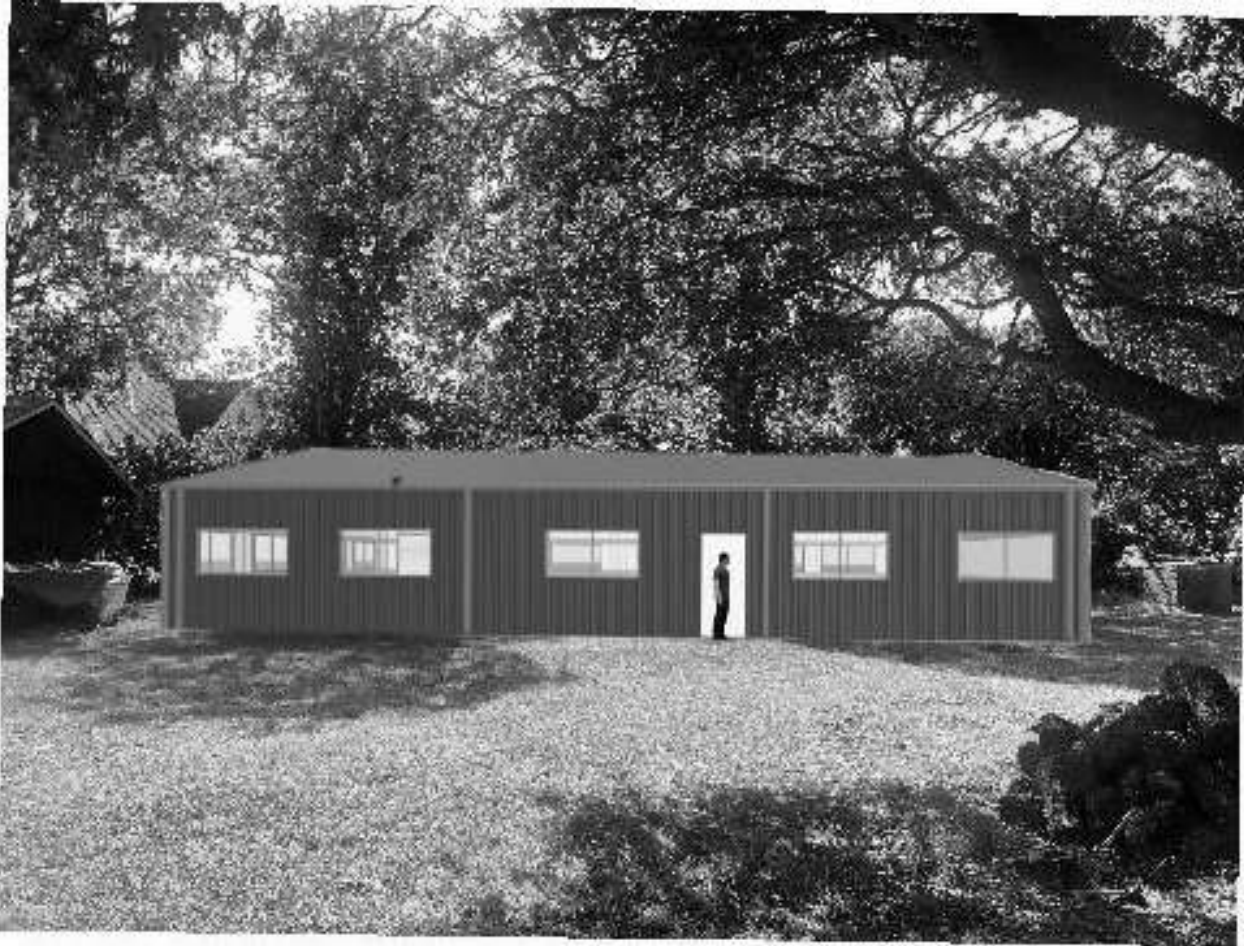
Dana S. Wheeler

APPEAL TO DENIAL OF YARD VARIANCE- CADDO PARISH PLANNING AND ZONING COMMISSION  
CASE # 22-3-BAP

Current View from the Wiggins' yard and view if I built my shop according to Mr. Pittman. Building is to scale



Rendering of my shop at my proposed site. Building is to scale.





## CADDO PARISH PLANNING AND ZONING COMMISSION

Office of the MPC | 505 Travis Street, Suite 440 | Shreveport, LA 71101 | 318-643-6480 | shreveportcaddompc.com

### STAFF REPORT

JUNE 22, 2022

AGENDA ITEM NUMBER: 13

MPC Staff Member: Emily Trant

Parish Commission District: 2/Lyndon B. Johnson

---

**CASE 22-3-BAP: VARIANCE**

**APPLICANT:** DANA WHEELER

**OWNER:** DANA WHEELER

**LOCATION:** 5247 Norfolk Rd. (west end of Norfolk Rd.)

**EXISTING ZONING:** R-1-7

**REQUEST:** Yard Variance

**PROPOSED USE:** Single-Family Residential

---

**DESCRIPTION:** The applicant is requesting approval of a yard variance to allow a detached garage to be placed in the front yard. The property in question is currently zoned R-1-7, Single-Family Residential District and is surrounded by the R-1-7 District. The rear of the property abuts Cross Lake.

There are no prior cases associated with this site. Nearby relevant cases include:

- P-29-86 – Special Exception Use approval of a manufactured home.

Nearby neighborhoods include: Lakeview and Yarborough.

---

**REMARKS:** The applicant is requesting to build a 55' by 40' detached garage in the front yard of his property. According to Section 7.3.N.2.c. of the Caddo Parish Unified Development Code, detached garages are only permitted only in the rear, interior side, and corner side yards, therefore approval of this variance is required prior to issuance of a building permit.

Per Caddo UDC Section 16.4.E, approval of a variance requires demonstration of an undue hardship, and demonstration of no negative impact to public health, safety and welfare, or disruption of the character of the area. The Parish Planning and Zoning Commission (PZC) must make their findings based on the criteria set forth in Section 16.4.E.1 of the UDC. With regard to undue hardship, Sections 16.4.E.1.b and 16.4.E.2.a and b state that a variance can be granted if an applicant is unable to comply with UDC standards due to physical characteristics inherent to the specific property, that the hardship is not due to the personal situation of the owner and is not self-induced. The applicant has stated that constructing the detached garage in the back yard of the property would place it within a FEMA flood zone, which has proven to be prone to flooding in recent years. Further, the applicant states that there is insufficient room in the backyard. The side yard would still fall within a flood zone and would be unsightly to the easterly neighbor. Hardship due to flood zone concerns in the rear and side yard meet the criteria and approval standards that the board may use to assess whether there is a legitimate hardship.

Sections 16.4.E.1.c and 16.4.E.2.c state that for a variance to be granted, it must not alter the essential character in the vicinity and it must not be detrimental to the public health, safety and welfare, respectively. The proposed location of the detached garage would be approximately 130' away from the front property line. Although the proposed structure could be clearly seen from the end of the cul-de-sac, there are several large trees and bushes in the front of the site that partially obscure the site from the public right of way. Additionally, the solid fence and trees on the west side of the property obscure the structure from the westerly neighbor. A detached garage in the front yard of this site would not cause a detriment to the health, safety, and welfare of those that are in this



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**STAFF REPORT**

vicinity. Additionally, the proposed structure would be compatible with the neighborhood since there are four existing accessory structures on Norfolk Road in the immediate vicinity of the site that are in the front yard.

---

**STAFF  
ASSESSMENT:**

**Based on the information contained in the application, and analysis of the facts of record, MPC Staff concludes that approval of the variance request is warranted due to the combined hardship and minimal impact to the neighborhood.**

**Alternately, based on information provided at the public hearing the PZC may:**

- a. Deny the variance
- 

**PUBLIC ASSESSMENT:**

---

**PZC DECISION:**

---

## Shari Culbert

---

**From:** Emily Trant  
**Sent:** Wednesday, June 22, 2022 11:26 AM  
**To:** Shari Culbert; Alan Clarke  
**Subject:** FW: Case #22-3-BAP

**Importance:** High

The original letter of support has changed their stance. They now oppose the structure due to the size. (2,200 sq ft).

---

**From:** ccpeavy50@att.net <ccpeavy50@att.net>  
**Sent:** Wednesday, June 22, 2022 7:01 AM  
**To:** Emily Trant <Emily.Trant@shreveportla.gov>  
**Subject:** Case #22-3-BAP  
**Importance:** High

Yesterday I learned the details concerning this yard variance request and how large the building is that is being proposed and I have changed my position. (see my original email below.) I oppose this variance request and ask your commission to deny it.

Candy Peavy  
(Houndtown Lake Co.)  
5241 Norfolk Rd.

-----Original Message-----

**From:** Candy Peavy <[ccpeavy50@att.net](mailto:ccpeavy50@att.net)>  
**Sent:** Wednesday, June 15, 2022 8:32 AM  
**To:** [emily.trant@shreveportla.gov](mailto:emily.trant@shreveportla.gov)  
**Subject:** Case #22-3-BAP

To whom it may concern:

I have no objections to the yard zoning variance requested at 5247 Norfolk Road. I live at 5241 Norfolk Road.

Candy Peavy

Sent from my iPhone

**22-3-BAP**

**R-A**

LAKE ISLAND

NORFOLK

LAKENOOD

**R-1-7**

Yard  
Variance

500' NOTIFICATION  
AREA

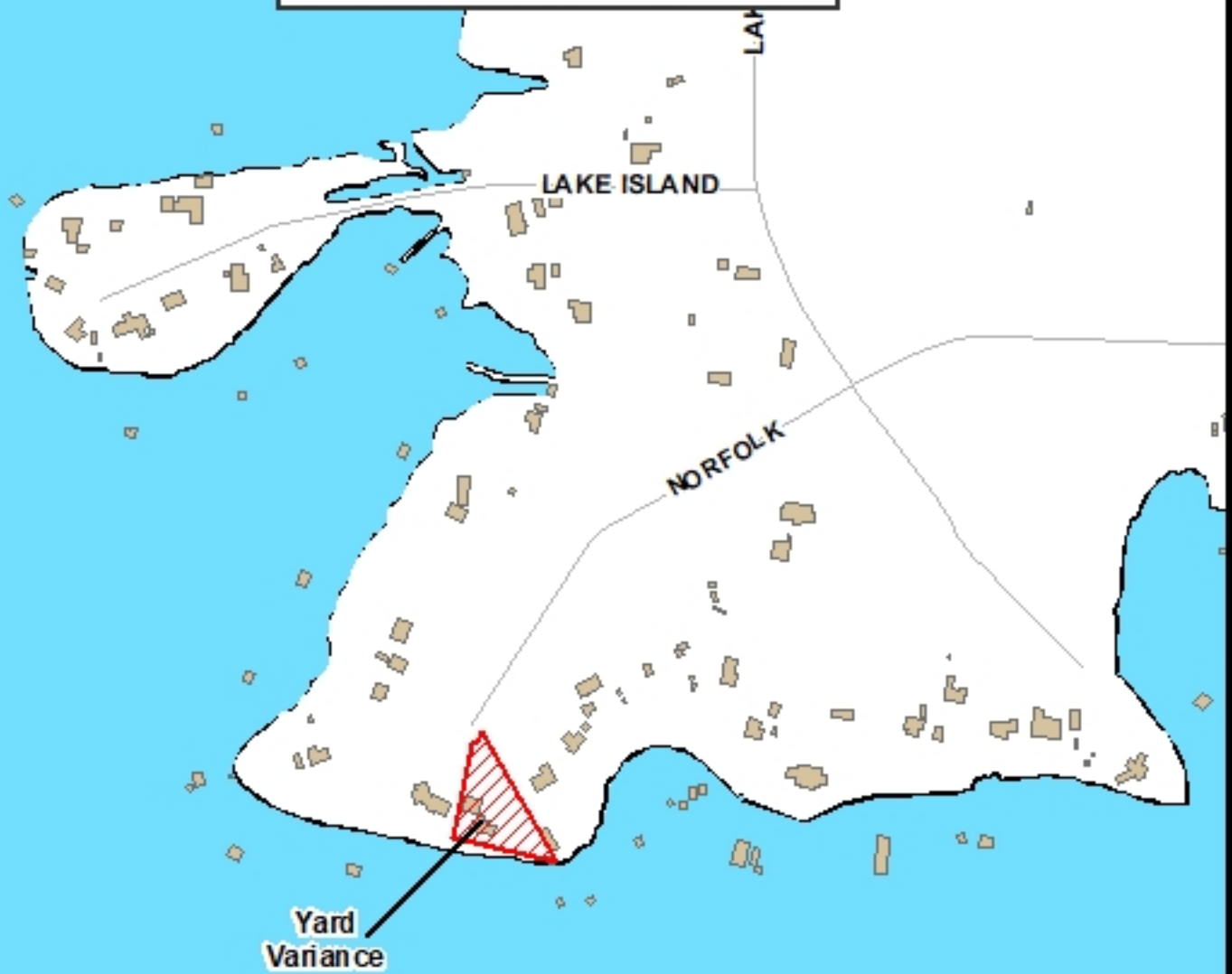
**CROSS  
LAKE**



SCALE: 1"=200'



# 22-3-BAP AREA REF MAP

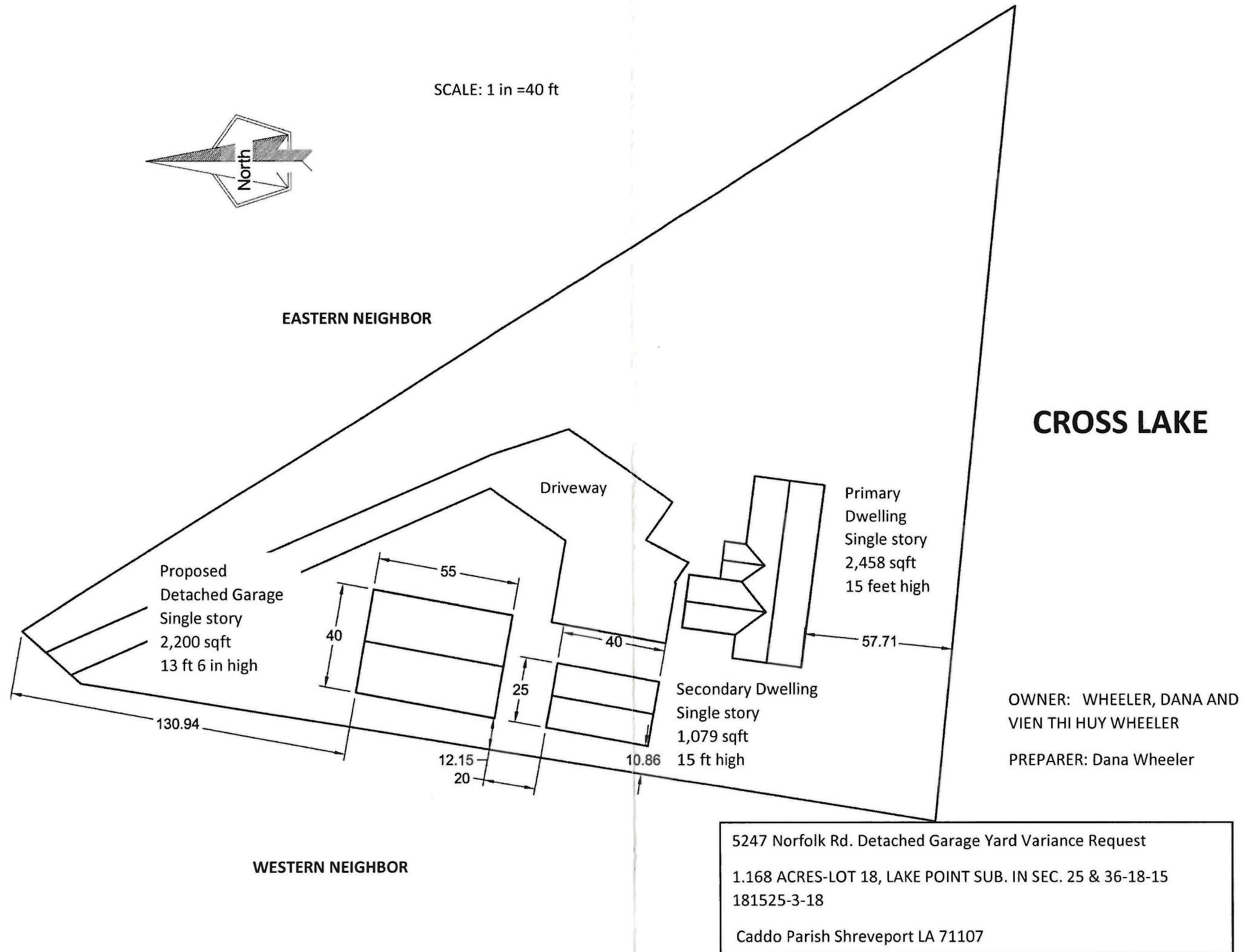
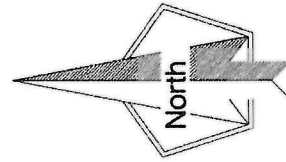


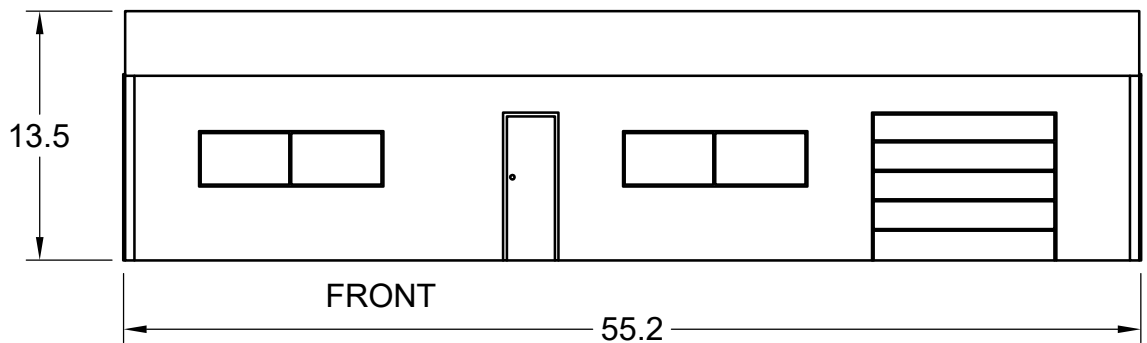
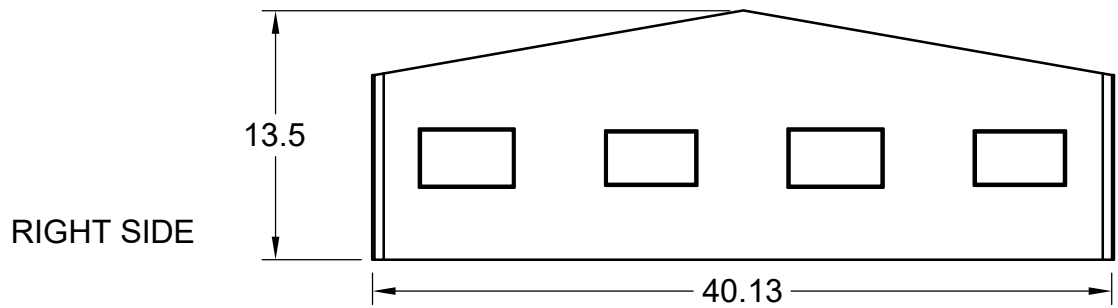
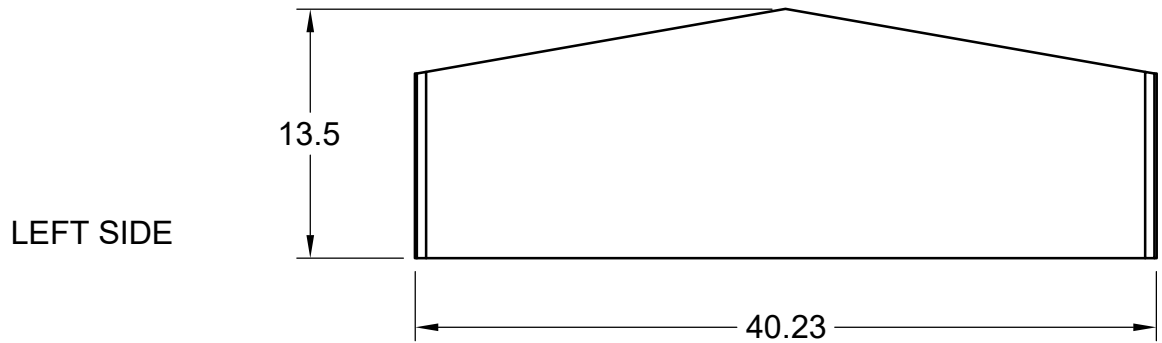
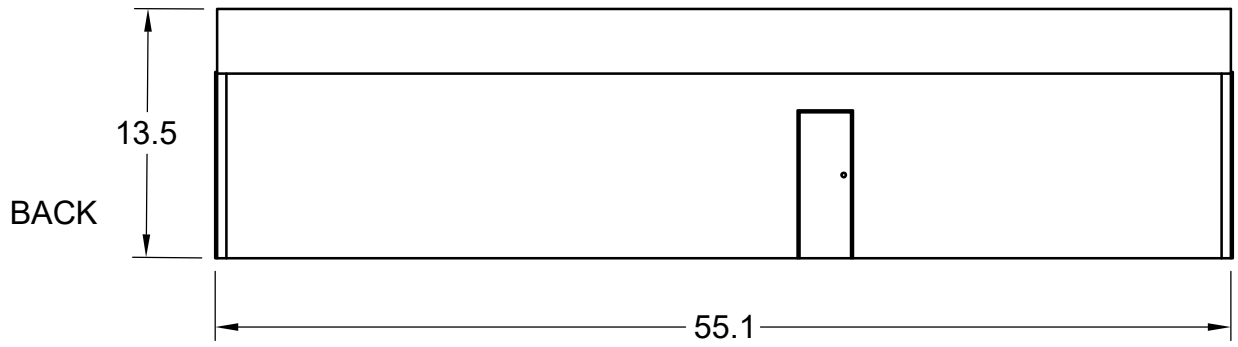
CROSS  
LAKE



SCALE: 1"=500'

SCALE: 1 in =40 ft





**MATERIALS:**

Roof and walls - Metal  
 Doors - Steel with steel frame  
 Garage door - steel panels  
 Windows - Double Thermopane  
**COLORS:**  
 Roof and walls -Tan with Brown trim  
 Doors and garage door - white

**PROJECT**

**5247 Norfolk Detached Garage**

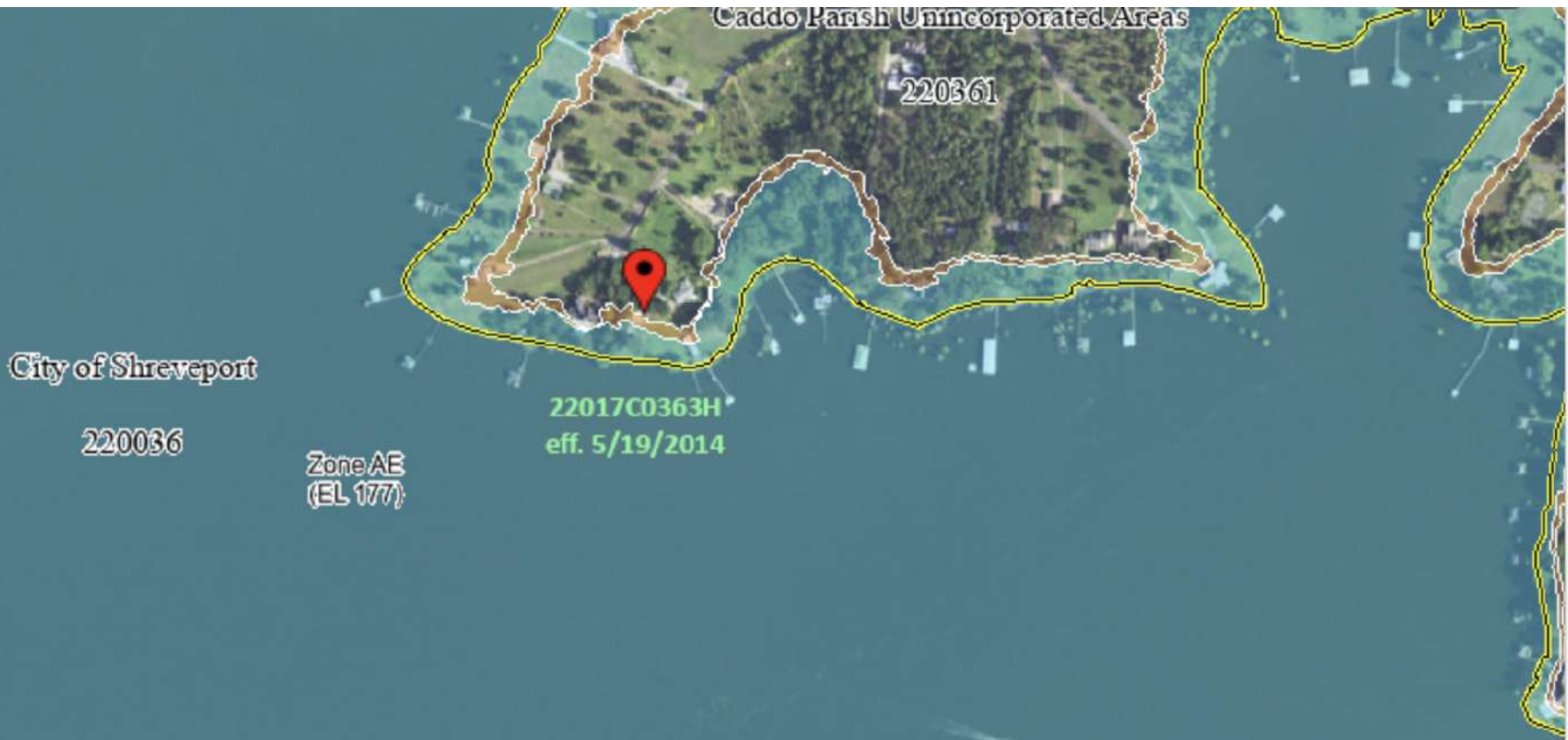
**TITLE**

**Detached Garage**

APPROVED	SIZE	CODE	DWG NO	REV
CHECKED	A			
DRAWN Dana Wheeler 5/18/2022	SCALE 0.01	WEIGHT	SHEET 1/1	

# Vicinity Map





USGS The National Map: Orthoimagery. Data refreshed December,...



<p><b>PIN</b></p> <ul style="list-style-type: none"> <li> Approximate location based on user input and does not represent an authoritative property location</li> </ul>	<p><b>SPECIAL FLOOD HAZARD AREAS</b></p> <ul style="list-style-type: none"> <li> Without Base Flood Elevation (BFE) Zone A, V, A99</li> <li> With BFE or Depth</li> <li> Regulatory Floodway Zone AE, AO, AH, VE, A</li> </ul>	<p><b>OTHER AREAS OF FLOOD HAZARD</b></p> <ul style="list-style-type: none"> <li> 0.2% Annual Chance Flood Hazard, Area of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone</li> <li> Future Conditions 1% Annual Chance Flood Hazard Zone X</li> <li> Area with Reduced Flood Risk due to Levee. See Notes. Zone X</li> <li> Area with Flood Risk due to Levee Zone D</li> </ul>	<p><b>OTHER FEATURES</b></p> <ul style="list-style-type: none"> <li> Cross Sections with 1% Annual Chance Water Surface Elevation</li> <li> Coastal Transect</li> <li> Base Flood Elevation Line (BFE)</li> <li> Limit of Study</li> <li> Jurisdiction Boundary</li> <li> Coastal Transect Baseline</li> <li> Profile Baseline</li> <li> Hydrographic Feature</li> </ul>
<p><b>MAP PANELS</b></p> <ul style="list-style-type: none"> <li> Selected FloodMap Boundary</li> <li> Digital Data Available</li> <li> No Digital Data Available</li> <li> Unmapped</li> </ul>	<p><b>OTHER AREAS</b></p> <ul style="list-style-type: none"> <li> Area of Minimal Flood Hazard Zone X</li> <li> Effective LOMRs</li> <li> Area of Undetermined Flood Hazard Zone</li> <li> Otherwise Protected Area</li> <li> Coastal Barrier Resource System Area</li> </ul>	<p><b>GENERAL STRUCTURES</b></p> <ul style="list-style-type: none"> <li> Channel, Culvert, or Storm Sewer</li> <li> Levee, Dike, or Floodwall</li> </ul>	

2016 FLOODING



**From:** [Candy Peavy](#)  
**To:** [Emily Trant](#)  
**Subject:** Case #22-3-BAP  
**Date:** Wednesday, June 15, 2022 8:32:23 AM

---

To whom it may concern:

I have no objections to the yard zoning variance requested at 5247 Norfolk Road. I live at 5241 Norfolk Road.

Candy Peavy

Sent from my iPhone

SUPPORT



5247

PROPOSED  
**ZONING  
CHANGE**  
CALL  
**673-6480**  
METROPOLITAN  
PLANNING  
COMMISSION





PROPOSED  
**ZONING  
CHANGE**  
CALL  
**673-6480**  
METROPOLITAN  
PLANNING  
COMMISSION

5252











City of Shreveport | Caddo Parish

# Metropolitan Planning Commission

UDC Caddo Parish  
Revised July 8, 2021

## Land Development

505 Travis Street | Suite 440 |  
Shreveport, LA | 71101

318-673-6480 | fax 318-673-6461

### LAND USE APPLICATION FOR ZONING BOARD OF APPEALS

DO NOT WRITE IN THIS AREA-OFFICIAL USE ONLY

Date: \_\_\_\_\_ Planner: \_\_\_\_\_ Case No: \_\_\_\_\_ Application  
Fee: \_\_\_\_\_

#### 1. PROPERTY INFORMATION

Project Name: 5247 Norfolk Detached Garage

Associated Cases:

Project Address/Location: 5247 Norfolk Rd. Shreveport LA 71107

Current Zoning District: R-1-7

Parcel Number(s):

Existing Use of the Property: Single Family Residential

#### 2. VARIANCE / SPECIAL EXCEPTION REQUEST

Dimensional Standards       Use Standards       On-site Development Standards

Specific Request: \_\_\_\_\_ Specific Request: \_\_\_\_\_ Specific Request: Yard variance - garage

Design Standards       Parking       Special Exception Use

Specific Request: \_\_\_\_\_ Specific Request: \_\_\_\_\_  Manufactured Home

Landscaping       Right-of-Way Access Standards       Transient Vacation Rental

Specific Request: \_\_\_\_\_ Specific Request: \_\_\_\_\_  Home-Based Barber or Beauty Shop

Appeal of Zoning Administrator Decisions       Sign Regulations       Other

Specific Request: \_\_\_\_\_

#### 3. REASON FOR VARIANCE / SPECIAL EXCEPTION USE

(please be specific and descriptive, attach additional sheets as needed)

#### 4. PARCEL LEGAL DESCRIPTION

(existing platted subdivision name, block and lot designation; if un-platted, provide a detailed metes and bounds description)

#### 5. GENEREAL LOCATION OF PROPERTY

(street address and/or frontage, and distance to cross street)

5247 Norfolk Rd. Shreveport LA 71107



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### LAND USE APPLICATION FOR ZONING BOARD OF APPEALS

6. ZONING INFORMATION		7. BUILDING INFORMATION	
Current Zoning District(s): R-1-7 Proposed Zoning District(s):		Proposed Building Use(s):	Detached Garage
If more than one district, provide the acreage of each:		Existing Building(s) total square footage:	3,537 sq ft
Special Purpose Overlay District (if applicable):		Proposed Building(s) total square footage:	2,200
Total Site Acres:	1.36 Ac	Total square footage (existing & proposed):	5,737
Off-Street Parking Required:	N/A	Proposed height of building(s)	13 ft 6 in
Off-Street Parking Provided:	N/A	Number of stories:	1
		Ceiling height of First Floor:	10 ft

### 8. DIMENSIONAL STANDARDS

Lot Area (square footage): 59,416

Lot Coverage (Total Area in square feet):

Lot Coverage Percentage of Total Lot Area: 9.7%

### 9. HARDSHIP EXPLANATION (ONLY FOR APPLICATIONS REQUESTING A VARIANCE)



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## LAND USE APPLICATION FOR ZONING BOARD OF APPEALS

In order to make a finding of hardship and to grant a variance, the Zoning Board of Appeals must determine that all of the following conditions are met. State how your request meets these conditions. **Please note that financial or self-induced conditions are not considered hardships. Any alleged difficulty or hardship cannot have been created by the current owner of the property in question.**

In order for the Zoning Board of Appeals to make a determination, an explanation **is required** for the following items:

- a. How do the physical surroundings (i.e. shape, topographical conditions, etc.) hinder the applicant from complying with the full extent of the ordinance or impose a hardship beyond a mere inconvenience?

1. *Placing the garage in the back yard of the property would place it in a FEMA flood zone (See attached sheet)*
2. *Placing the garage in the back yard of the property would place it in an area that has flooded recently in 2016 (See attached photos).*
3. *There is insufficient room between the house and the lake to place the garage in the back yard.*
4. *Placing the garage in the side yard would still be in the flood area*
5. *Placing the garage in the side yard would be an eye sore to my eastern neighbor.*

- b. Describe how the granting of a variance **WILL NOT** negatively impact the health, safety, and welfare of the general public in the immediate area **OR** disrupt the essential character of the neighborhood.

1. *Placing the garage in the proposed location would put it about 130 feet from the road. The view from the road is obscured by several large bushes and trees.*
2. *The view of the garage is obscured from my western neighbor is obscured by a row of bushes and trees along the fence line.*
3. *The view of the garage from my eastern neighbor is obscured by several large trees.*
4. *The garage will be colored in neutral colors, tan and burgundy.*
5. *There is already a large conspicuous detached garage in the front yard of a lot approximately 4 lots down the road.*

**NOTE:** Both dwellings existed before the area was zoned R-1 in 1957.



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### LAND USE APPLICATION FOR ZONING BOARD OF APPEALS

#### 9. CONTACT INFORMATION

#### IMPORTANT NOTE ABOUT PROJECT CONTACT

If property owner designates an agent as the coordinator for the project, this person (the applicant) shall attend all necessary meetings and public hearings, will receive the agenda, recommendations, and case reports, and will communicate all case information to other parties as required. **All contact for this project will be made through the applicant listed below unless otherwise noted in the checked "Primary Contact" box. NAME, ADDRESS, AND SIGNATURE OF ALL PROPERTY OWNERS:** ALL property owners must sign. All property owners must sign unless one person has the power of attorney to sign for others and that power of attorney is submitted with the application. A managing partner in a corporation may sign and submit written authorization. **If in business name or corporation, list all persons owning 6% or more. Attach separate sheet if necessary.**

#### APPLICANT CONTACT INFORMATION:

if Primary Contact

Name: \_\_\_ Company: \_\_\_ E-mail: \_\_\_ Phone: \_\_\_ Fax: \_\_\_

Address: 11170 Magnolia Glen

City: Shreveport

State: LA

Zip: 71106

*dswhwheeler777@gmail.com*  
*318-393-~~6540~~*  
*6541*

Check

#### ARCHITECT CONTACT INFORMATION:

if Primary Contact

Name: \_\_\_ Company: \_\_\_ E-mail: \_\_\_ Phone: \_\_\_ Fax: \_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Check

#### ENGINEER CONTACT INFORMATION:

if Primary Contact

Name: \_\_\_ Company: \_\_\_ E-mail: \_\_\_ Phone: \_\_\_ Fax: \_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Check

#### CURRENT PROPERTY OWNER CONTACT INFORMATION:

Check if Primary Contact

Name: \_\_\_ Company: \_\_\_ E-mail: \_\_\_ Phone: \_\_\_ Fax: \_\_\_

Address: Same as above

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Designee Contact Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone

Number: \_\_\_\_\_

#### PROPERTY OWNER, CHECK ONE OF THE FOLLOWING:

X\_ I will represent the application myself; OR  I hereby designate

\_\_\_\_\_ (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this request. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this request.



City of Shreveport | Caddo Parish

**Metropolitan Planning Commission**

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**Land Development**


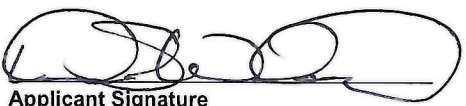
505 Travis Street | Suite 440 |  
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### LAND USE APPLICATION FOR ZONING BOARD OF APPEALS

**ACKNOWLEDGEMENT:**

I hereby certify that I am the owner of the property and further certify that the information regarding property ownership provided on this development application is true and correct.

	_____		_____
<b>Property Owner Signature</b>	<b>May 17, 2022</b> <b>Date</b>	<b>Applicant Signature</b>	<b>May 17, 2022</b> <b>Date</b>



**CADDO PARISH PLANNING AND ZONING COMMISSION**

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**PZC PUBLIC HEARING – June 22, 2022  
MEETING NOTICE AND AGENDA**

**DATE:** Wednesday, June 22, 2022  
**TIME:** 3:00 p.m.  
**LOCATION:** Government Plaza Chamber  
505 Travis Street  
Shreveport, LA 71101

1. **Work Session** (The PZC will meet in the MPC Conference Room on June 22, 2022 at 1:30 PM prior to the regularly scheduled meeting)
2. **Open Meeting** (*Meeting is being recorded*)
3. **Invocation**
4. **Pledge of Allegiance**
5. **Opening Remarks by Chair**
6. **Approval of Minutes** – June 2, 2022

**CONSENT AGENDA**

7. [CASE NUMBER 22-2-SP CONSENT-MINOR SUBDIVISION](#)

[Interactive Map](#)

**PLANNER:** Ben Koby  
**Parish Commission District:** 9/ Atkins

Applicant: **Polaris Services, L.L.C.**  
 Owner: Kenneth and Laurie Buford  
 Location: TBD Overton Brooks Road (south side of Overton Brooks Rd., approx. 2,354 ft. west of Norris Ferry Rd.)  
 Existing Zoning: **R-A**  
 Request: **3-Lot subdivision**  
 Proposed Use: Single Family- Residential

8. [CASE NUMBER 22-4-SP CONSENT-MINOR SUBDIVISION](#)

[Interactive Map](#)

**PLANNER:** Ben Koby  
**Parish Commission District:** 9/ Atkins

Applicant: **Savoy Granger**  
 Owner: Savoy Granger  
 Location: 9535 Powers Road (East side of Powers Rd., approx. 660 ft. south of Flournoy Lucas Rd.)  
 Existing Zoning: **R-1-7**  
 Request: **3-Lot Subdivision**  
 Proposed Use: Single-Family Residential

**SCHEDULED PUBLIC HEARINGS**

9. [CASE NUMBER 21-14-BAP APPEAL](#)

[Interactive Map](#)

**PLANNER:** Adam Bailey  
**Parish Commission District:** 12/ Epperson, Sr.

Applicant: **Testament Real Estate, LLC**  
 Owner: Testament Real Estate, LLC  
 Location: 7115 GREENWOOD RD (South side of Greenwood Rd, approx. 2,238' east of Bert Kouns Industrial Loop Expy)  
 Existing Zoning: **R-A**  
 Request: **Appeal of Zoning Administrator Decision**  
 Proposed Use: Outdoor Storage Yard

**DEFERRED AND CONTINUED FROM JUNE 2ND PUBLIC HEARING**



**CADDO PARISH PLANNING AND ZONING COMMISSION**

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**PZC PUBLIC HEARING – June 22, 2022**

**10. [CASE NUMBER 22-11-P ZONING REQUEST](#)**

[Interactive Map](#)

**PLANNER:** Walter Johnson  
**Parish Commission District:** 2/ Johnson

Applicant: **Natasha Regard**  
Owner: Natasha Regard  
Location: 6956 N LAKESHORE DR (north side of the Fairlane Circle and N Lakeshore Drive T intersection)  
Existing Zoning: **R-1-7**  
Request: **R-1-7 to R-A**  
Proposed Use: Single-family residential and livestock

**11. [CASE NUMBER 22-2-CAP CLOSURE & ABANDONMENT](#)**

[Interactive Map](#)

**PLANNER:** Walter Johnson  
**Parish Commission District:** 11/ Lazarus

Applicant: **Caddo Parish Public Works Department**  
Owner: Caddo Parish Public Works Department  
Location: Unnamed Dedication (southwest corner of Keithville-Kingston Road and Mansfield Road)  
Existing Zoning: **I-1**  
Request: **Closure and Abandonment**  
Proposed Use: Light Industrial Uses

**12. [CASE NUMBER 22-3-SP PRELIMINARY PLAT](#)**

[Interactive Map](#)

**PLANNER:** Emily Trant  
**Parish Commission District:** 2/ Johnson

Applicant: **Falcon Bay, LLC**  
Owner: Falcon Bay, LLC  
Location: TBD Old Mooringsport Road (north side of Old Mooringsport Rd., approx. 2,350 ft. east of N Market St.)  
Existing Zoning: **R-A**  
Request: **Major Subdivision**  
Proposed Use: 279-Lot Single-Family Residential Subdivision

**13. [CASE NUMBER 22-3-BAP VARIANCE](#)**

[Interactive Map](#)

**PLANNER:** Emily Trant  
**Parish Commission District:** 2/ Johnson

Applicant: **Dana Wheeler**  
Owner: Dana Wheeler  
Location: 5247 NORFOLK RD (West end of Norfolk Rd.)  
Existing Zoning: **R-1-7**  
Request: **Yard Variance**  
Proposed Use: Detached Garage

**14. [CASE NUMBER 22-1-CTAP CODE TEXT AMENDMENT](#)**

**PLANNER:** Adam Bailey  
**Parish Commission District:** N/A

Applicant: **Caddo Planning and Zoning Commission**  
Request: **Code Text Amendments to the Caddo Parish UDC**

—end of public hearing—

- 
- 15. **Old Business**
    - Committee Chair Reports
  - 16. **New Business**
    - Research
  - 17. **Other Matters to be Reviewed by the Commission**
    - Director's Report
    - Public Comments
  - 18. **Chair / Board Member's Comments**
  - 19. **Adjournment**

Caddo Parish Planning and Zoning Commission  
Attention: Appeal Board

Re: Case 22-3 BAP  
Dana Wheeler  
5247 Norfolk Rd.

Dear Board Members:

I am contacting you in regards to the above referenced case. I am requesting you deny this extreme over reach that will devalue my property. Please see attached memo from Lisa Hargrove of Caldwell Banker Realty.

I am not only requesting that you deny Mr. Wheeler the right to put this building on my property line, I am going to request you deny him to put a building anywhere of this size on his property. My house sets and faces northeasterly which would mean this building would be directly in front of my dining room and den windows. Mr. Wheeler makes the statement that the vegetation and trees would block the view from my house, this is ridiculous. There is a catamaran sitting right there, a wooden building plus numerous piles of wood that can be viewed from my property now.

Mr. Wheeler is obviously unaware that in the fall and winter months leaves fall off the trees leaving a completely exposed building. Also, Mr. Wheeler needs to be aware that vegetation and deteriorated trees are now falling across the fence line and onto my property. It is not unusual for someone visiting our address to question who owns the abandoned property next door, and is it for sale? I am not only asking you to deny his application but also to give him a grace period to clean his property up and then fine him a \$1,000 a week or whatever until he does. It does nothing but provide for rats and snakes and I have grandchildren.

Any building that size would be an eye sore and not only detrimental not only to my property but to all properties. I informed Mr. Wheeler of the six properties that are attached to the cul-de-sac, no one wants the building but obviously Mr. Wheeler doesn't care what other people think. He had mentioned to me once before about putting in a wood making shop to make furniture when he retires. From looking at his drawing a single role up small door, windows and an access door, it doesn't appear that he has plans for it being a garage at all. For the record, that size building can store two Piper four seater airplanes with room to spare.

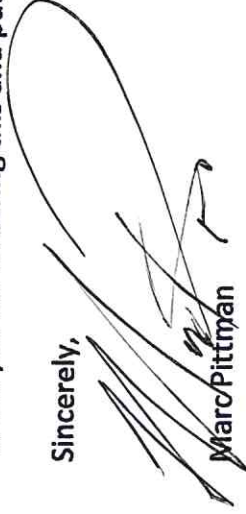
Mr. Wheeler has included a photo of his house being in a flood zone, this is misleading. None of the other five properties flood and are not required to get flood insurance. Very little of Mr. Wheeler's property floods, Mr. Wheeler's camp house sits in a hole. If he wants to put a

2

smaller building on the back on the easterly side of his lot next to Mr. Wiggins' small building, I have no problem with that. I am not aware if that area floods but if it does there is a solution, it is called dirt, the whole world is made out of it. We have included photos of the debris hanging over the fence line damaging the fence, the unkeptness of the lot with lumber lying around, fire wood, and a building already constructed in front of his house that is an eye sore and needs to be removed as well. I am also including a birds eye view of his property adjoining our property and the list of the other property owners and their address who adamantly oppose this building. Three years ago they were passing laws restricting people from having a motor home or a travel trailer in front of their property; I am asking you respectfully please do not let him put a 2,200 sf unmovable building in front of my property. I worked very long and very hard to have what I have. Its value not should be compromised by anyone. Mr. Wheeler doesn't even live at this residence, he lives in Southern Trace. Our home is our primary residence.

Thank you for resolving this and putting it to bed.

Sincerely,



Marc Pittman  
5252 Norfolk Rd.  
Shreveport, LA 71107  
(318) 458-5848

attachments

July 27, 2022



**COLDWELL BANKER**  
**GOSSLEE**

Date: July 11, 2022

To: Caddo Parish Planning and Zoning Commission  
Appeals Board

Re: Case #22-3-BAP  
Dana Wheeler  
5247 Northfolk Road

At Mr. Pittman's request at 5252 Northfolk Road, Shreveport, LA 71107, I reviewed the proposed building site, 5247 Northfolk Road, adjacent to the Pittman property. It is my opinion that the proposed 55 x 40 building would most definitely decrease the value of the Pittman property should they decide to sell. This is also my opinion that this is a commercial size building in a residential area and will not only have an adverse effect to the Pittman property but all the properties in the vicinity of this cul-de-sac.

Best Regards,

  
Lisa Hargrove

Realtor

Specializing in Luxury Residential Homes  
Coldwell Banker Gosslee  
8805 Line Avenue, Suite 100  
Shreveport, LA 71106

8805 Line Avenue, Suite 100, Shreveport, LA 71106  
800.448.1234

TO: CADDO PARISH ZONING APPEALS BOARD

FROM: NORFOLK RD. RESIDENTS, SHREVEPORT 71107

RE: Case # 22-3-BAP  
Dana Wheeler  
5247 Norfolk Rd.

SUBJECT: Signatures of Opposing Neighbors

Wayne & Susan Waddell, 5248 Norfolk Rd.

William & Orla Pittman 5234 Norfolk Rd

[Signature] 5234 Norfolk

John Burt 5244 Norfolk

Candy Cleary, 5241 Norfolk Rd

John & Jacoba Kim 5240 Norfolk Rd

(Mr. & Mrs. Dion Wiggins (elderly couple with health issues) 5245 Norfolk Rd, do not want to be involved)

Arnette & Marc Pittman 5252 Norfolk Rd.

Kim Kelpoth & Cindy 5239 Norfolk Rd.

Kim & Kay 5242 Norfolk Rd

Wesley Allen 5242 Norfolk Rd







Patterson  
 →

The detached garage  
 →

Proposed Bldg. site

Front of driveway





Pittman House



not getting into Pittman  
into fence into Pittman  
yard collapsing fence.

IMG\_3925.jpg

6/22/22, 12:34 PM

Tullahoma yard.

IMG\_3924.jpg

Wheders tree falling onto fence into Pittmanas

10



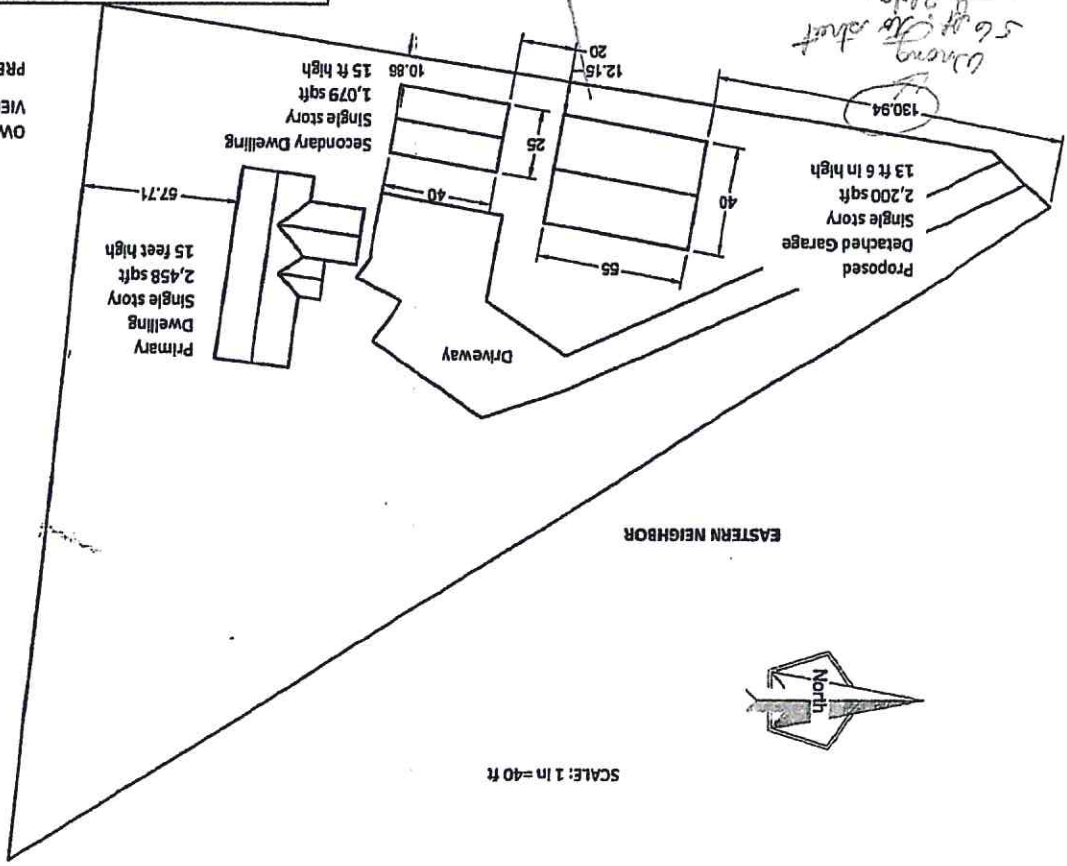


Wheeler's Garage  
Un-maintained -  
Approximately 30 ft.  
from Pittman's house

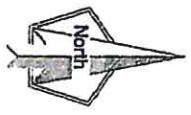
5247 Norfolk Rd. Detached Garage Yard Variance Request  
 181525-3-18  
 1.168 ACR5-LOT 18, LAKE POINT SUB. IN SEC. 25 & 36-18-15  
 Caddo Parish Shreveport LA 71107

OWNER: WHEELER, DANA AND  
 VEN THI HUYNH WHEELER  
 PREPARER: Dana Wheeler

**CROSS LAKE**

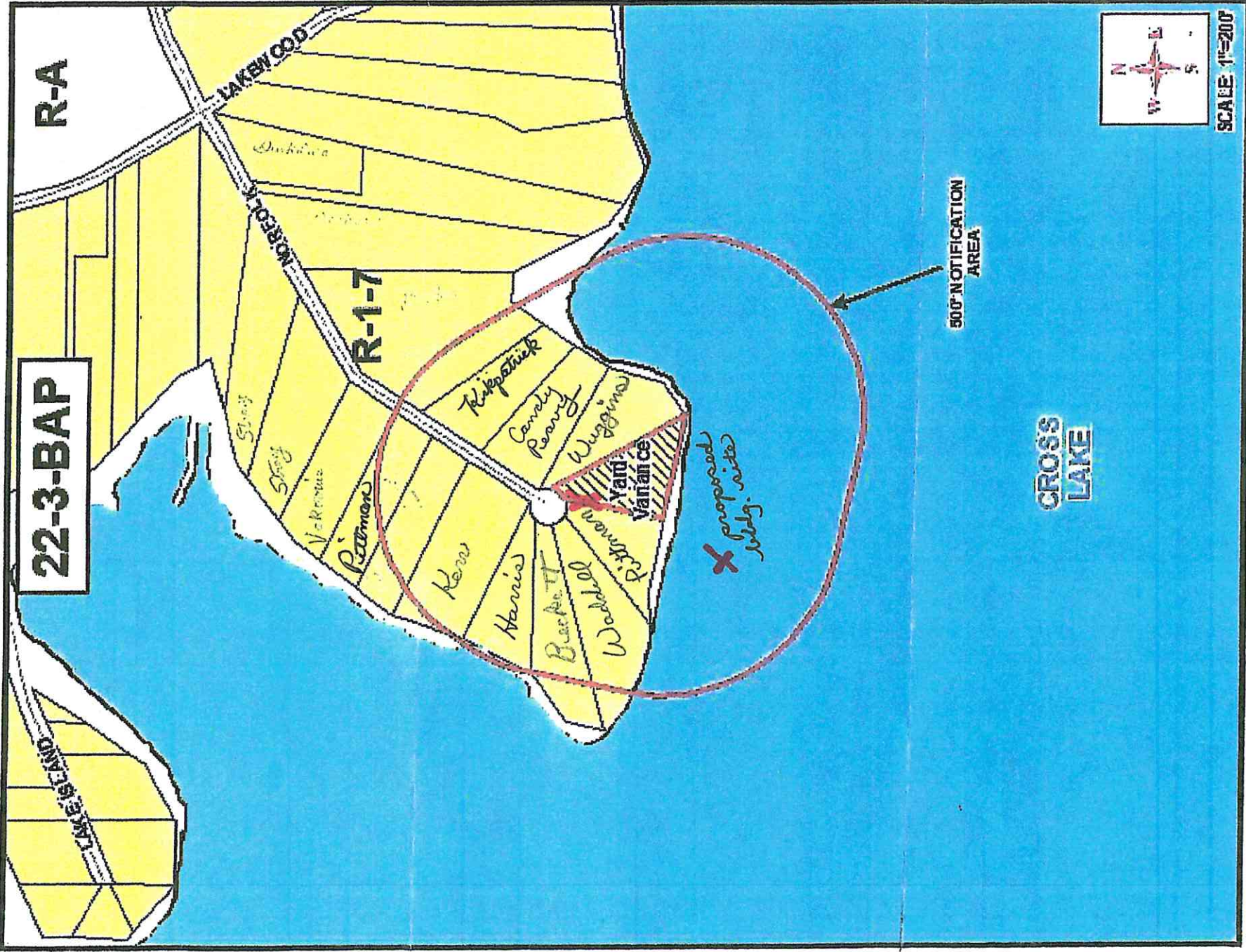


SCALE: 1 in = 40 ft



*6.3 ft from Dining Room (Edmonson)*

*5.6 ft from street front edge*



## Jeff Everson

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**From:** Dana Wheeler <dswheeler777@gmail.com>  
**Sent:** Monday, June 27, 2022 10:11 PM  
**To:** Jeff Everson  
**Subject:** Appeal of denial of Yard Variance

Mr. Everson

I would like to appeal the denial of yard variance from agenda item 13 at the June 22 meeting of the MPC.

Thank You

Dana S. Wheeler

APPEAL TO DENIAL OF YARD VARIANCE- CADDO PARISH PLANNING AND ZONING COMMISSION  
CASE # 22-3-BAP

I am making this appeal of the Caddo Parish PZC ruling based on two reasons:

1. Through unfortunate circumstances neither I nor miss Emily Trant were able to attend the public meeting to refute Mr. Pittman's statements. I am an anesthesiologist and a case went much longer than anticipated and I cannot leave a patient that is under general anesthesia. Miss Trant, who had personally viewed the property and proposed building site and supported the proposed building site, was home with an illness.
2. Mr. Pittman's suggestion as to where I should build my shop are impractical and would be an unreasonable burden to my eastern neighbors, the Wiggins.

Also, I am reducing the building size by 30% from 55'x45' (2200 sqft) to 45'x35' (1575 sqft).

Mr. Pittman's suggestion of building my shop along the eastern border of my property is impractical for 4 reasons.

1. It would obstruct a large part of my eastern neighbors, the Wiggins, view of the lake. Building on my proposed site would not obstruct Mr. Pittman's view or use of the lake. Please see attached images.
2. The building would be clearly visible from the road. My proposed building site is behind foliage and multiple trees largely obscuring it from the public road.
3. It would prevent us from using our boat launch hindering our use and enjoyment of the lake.
4. While it is possible to pour enough dirt to no longer risk flooding the structure, rainwater has to go somewhere and some of it would run toward our existing structure greatly increasing the risk of flooding it.

The purpose of having property on Cross Lake is to enjoy the view of the lake and to enjoy water activities. That is why all detached buildings in the neighborhood are built in the front yards and not in the back yards or side yards by the lake.

My proposed building violates no Caddo Parish building codes and being outside of city limits is not subject to city codes. There are no HOA or covenants to violate. Furthermore, Miss Trant stated in her report to the Caddo Commission:

"The proposed location of the detached garage would be approximately 130' away from the front property line. There are several large trees and bushes in the front of the site, obscuring the site from the public right of way. Additionally, the solid fence and trees on the west side of the property obscure the structure from the westerly neighbor. A detached garage in the front yard of this site would not cause a detriment to the health, safety, and welfare of those that are in this vicinity."

I just want to build a place where I can quietly pursue my interest in my retirement years.

Sincerely,

Dana S. Wheeler

APPEAL TO DENIAL OF YARD VARIANCE- CADDO PARISH PLANNING AND ZONING COMMISSION  
CASE # 22-3-BAP

Current View from the Wiggins' yard and view if I built my shop according to Mr.  
Pittman. Building is to scale



APPEAL TO DENIAL OF YARD VARIANCE- CADDO PARISH PLANNING AND ZONING COMMISSION  
CASE # 22-3-BAP

Rendering of my shop at my proposed site. Building is to scale.



**ORDINANCE NO. 6247 OF 2022**

BY THE CADDO PARISH COMMISSION:

**AN ORDINANCE AMENDING THE BUDGETS OF ESTIMATED REVENUES AND EXPENDITURES FOR THE BUILDING MAINTENANCE FUND, CAPITAL IMPROVEMENT FUND, GENERAL FUND, OIL AND GAS FUND, PUBLIC WORKS FUND, DETENTION FACILITIES FUND, CRIMINAL JUSTICE FACILITIES FUND, HEALTH TAX FUND AND THE RIVERBOAT FUND, FOR THE YEAR 2022 TO TERMINATE COMPLETED OR LAPSED CAPITAL PROJECTS, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO**

WHEREAS, the Caddo Parish Commission maintains an on-going capital improvement program;  
and

WHEREAS, this program is funded from a variety of sources; and

WHEREAS, Section 6.07 of the Home Rule Charter provides for the termination of capital appropriations; and

WHEREAS, it is necessary to amend the budgets of several funds in order to reflect the termination of these capital appropriations.

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, hereby terminates capital appropriations identified in Attachment #1 to this ordinance and that the Budgets of Estimated Revenues and Expenditures for the Building Maintenance Fund, Capital Improvement Fund, General Fund, Criminal Justice Facilities Fund, Oil and Gas Fund, Public Works Fund, Detention Facilities Fund, Riverboat Fund and the Health Tax Fund for the year 2022 are hereby amended as follows:

<u>Line Item</u>	<u>Budget Increase (Decrease)</u>
Capital Outlay Fund:	
Capital Expenditures	\$ (1,271,978)
Transfer to Building Maintenance	2,724
Transfer to Capital Improvement Fund	7,808
Transfer to General Fund	3,465
Transfer to Criminal Justice Facilities Fund	27,433
Transfer to Oil and Gas Fund	641
Transfer to Public Works Fund	1,228,938
Transfer to Health Tax Fund	153
Transfer to Detention Facilities Fund	360
Transfer to Riverboat Fund	456
Building Maintenance:	
Transfer from Capital Outlay Fund	2,724
Capital Improvement Fund:	
Transfer from Capital Outlay Fund	7,808
General Fund:	
Transfer from Capital Outlay Fund	3,465
Criminal Justice Facilities Fund:	
Transfer from Capital Outlay Fund	27,433
Oil and Gas Fund:	
Transfer from Capital Outlay Fund	641
Public Works Fund:	
Transfer from Capital Outlay Fund	1,228,938
Health Tax Fund:	
Transfer from Capital Outlay Fund	153
Detention Facilities Fund	
Transfer from Capital Outlay Fund	360
Riverboat Fund	
Transfer from Capital Outlay Fund	456

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED, that this ordinance shall take effect upon adoption.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

**Approved as to legal form:**

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**Parish Attorney**

**Date**

**ORDINANCE AND RESOLUTION FACT SHEET**

**CADDO PARISH COMMISSION**

<b>TITLE</b>	
ORDINANCE TO AMEND VARIOUS BUDGETS TO REFLECT TERMINATION OF CAPITAL APPROPRIATIONS  (Ordinance No. 6247 of 2022)	
<b>ORIGINATING DEPARTMENT:</b> Finance	
<b>BACKGROUND INFORMATION:</b> Budget amendment to terminate completed or lapsed capital projects and return the remaining balance on these projects to the original source of funding.  Project listing attached.	
<b>KEY STAFF CONTACT:</b> Hayley Barnett	
<b>AUTHORIZATION</b>	
Department Head	<u>Hayley B Barnett</u> Date <u>07/20/2022</u>
Legal	_____ Date _____
Parish Administrator	_____ Date _____

**PARISH OF CADDO**  
**Attachment #1 - Ordinance # of 2022**  
**2022 Project Closures**

<b>Project</b>	<b>Account#</b>	<b>Remaining Balance</b>	<b>Funding Source</b>	<b>Reason</b>
FM BICKHAM - REPLACE HVAC - 2012	490-161-66-739	6,880.00	2009 Bonds	Complete
FM JUV JUST BLDG - BLDG RENOVATIONS - 201	490-161-62-4739	928.00	2009 Bonds	Complete
		<u>7,808.00</u>		
FM BICKHAM - LIGHTING UPGRADE - 2019	490-161-66-739	1,193.00	Courthouse Maintenance	Complete
FM CCAA - RETAINING WALL - 2019	490-161-60-4739	393.00	Courthouse Maintenance	Complete
FM COURTHOUSE - BLDG RENOVATIONS -2022	490-161-61-4739	72.00	Courthouse Maintenance	Complete
FM COURTHOUSE - CARPET - 2020	490-161-61-4739	200.00	Courthouse Maintenance	Complete
FM COURTHOUSE - NETWORK UPGRADES - 202	490-161-61-4739	2.00	Courthouse Maintenance	Complete
FM COURTHOUSE - PHONE - 2020	490-161-61-4739	864.00	Courthouse Maintenance	Complete
		<u>2,724.00</u>		
CCC - ROOF REPLACE - 2011	490-161-67-4739	27,433.00	Criminal Justice Facilities	Complete
		<u>27,433.00</u>		
CCC - PLUMBING UPGRADE - 2016	490-161-67-4739	360.00	Detention Facilities	Complete
		<u>360.00</u>		
ADMINISTRATION - VEHICLE PURCH - 2016	490-131-4740	2,000.00	General Fund	Complete
FM LSU EXT - LIGHTING UPGRADE - 2016	490-161-64-4739	1,465.00	General Fund	Complete
		<u>3,465.00</u>		
ANIMALMOSQUITO - SECURITY - 2021	490-312-4739	153.00	Health Tax	Complete
		<u>153.00</u>		
ANIMALMOSQUITO - SECURITY - 2020	490-312-4739	131.00	Oil and Gas	Complete
CCC - LOBBY - 2020	490-161-67-4739	217.00	Oil and Gas	Complete
CCC - SECURITY UPGRADE - 2021	490-161-67-4739	293.00	Oil and Gas	Complete
		<u>641.00</u>		
FM COURTHOUSE - WAREHOUSE PARK	490-161-61-4739	2,815.00	Public Works	Complete
ROAD AND BRIDGE - EQUIP PURCH - 2020	490-441-31-4743	1,937.00	Public Works	Complete
ROAD AND BRIDGE - HEAVY EQUIP PCH - 2019	490-441-31-4741	32,432.00	Public Works	Complete
ROAD AND BRIDGE - ROAD WIDENING - 2020	490-441-31-4721	127,936.00	Public Works	Complete
ROAD AND BRIDGE - SOUTHERN LOOP - 2018	490-441-31-4721	100,000.00	Public Works	Complete
ROAD AND BRIDGE - TYSON WATER - 2018	490-441-31-4728	55,608.00	Public Works	Complete
DRAINAGE - LINWOOD AVE BRG -2019	490-441-30-4722	881,667.00	Public Works	Complete
DRAINAGE - PINE HILL RD BRG - 2019	490-441-30-4722	26,543.00	Public Works	Complete
		<u>1,228,938.00</u>		
FM JUV JUST BLDG - EQUIP PURCH - 2012	490-161-62-4743	456.00	Riverboat	Complete
		<u>456.00</u>		
		<u>1,271,978.00</u>		

**ORDINANCE NO. 6248 OF 2022**

BY THE CADDO PARISH COMMISSION:

**AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE OIL AND GAS FUND FOR THE YEAR 2022 TO PROVIDE AN APPROPRIATION FOR RELOCATION ASSISTANCE AND TO OTHERWISE PROVIDE WITH RESPECT THERETO**

WHEREAS, many citizens in Caddo Parish require relocation assistance due to substandard housing conditions, homelessness, or to escape a domestic violence situation; and

WHEREAS, many citizens are unable to pay the costs associated with relocating to a new home causing them to remain in unsustainable living conditions; and

WHEREAS, citizens requiring relocation assistance, need help with security deposits, first month rent, and/or moving expenses; and

WHEREAS, the Caddo Parish Commission would like to appropriate up to \$36,000 to help citizens relocate to a new living arrangement due to unsafe and/or unsanitary living conditions, homelessness, to leave a domestic violence situation, or other verifiable reason for needing relocation assistance; and

WHEREAS, the relocation assistance would be limited to a maximum of \$1,200 per family; and

WHEREAS, households receiving assistance must have a current monthly gross income or 2021 annual gross income of no more than 80% of the area median income; and

WHEREAS, the relocation funds cannot duplicate funding already received from another funding source; and

WHEREAS, Caddo Parish would contract with the Providence House to assist with the relocation assistance, given these agencies are experienced in assisting persons with relocation needs; and

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, that the Budget of Estimated Revenues and Expenditures for the Oil and Gas Fund for the year 2022 is hereby amended as follows:

	<u>Budget Increase (Decrease)</u>
<u>Oil and Gas Fund</u>	
Relocation Assistance	
Providence House	\$ 36,000
Fund Balance	(\$ 36,000)

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED, that this ordinance shall take effect upon adoption.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form:

\_\_\_\_\_  
Parish Attorney

\_\_\_\_\_  
Date

**ORDINANCE AND RESOLUTION AUTHORIZATION FORM**

**CADDO PARISH COMMISSION**

**TITLE**

ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE OIL AND GAS FUND FOR THE YEAR 2022 TO PROVIDE AN APPROPRIATION FOR RELOCATION ASSISTANCE AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

**(Ordinance No. 6248 of 2022)**

**ORIGINATING DEPARTMENT:** Commissioner Stormy Gage-Watts

**BACKGROUND INFORMATION:** Amending the budget of Estimated Revenues and Expenditures for the Oil and Gas Fund to provide an appropriation to Providence House in the amount of \$36,000 for relocation assistance to Caddo Parish citizens.

**KEY STAFF CONTACT:** Hayley Barnett

**AUTHORIZATION**

Department Head Hayley Barnett Date 07/26/2022

Legal \_\_\_\_\_ Date \_\_\_\_\_

Parish Administrator \_\_\_\_\_ Date \_\_\_\_\_

**ORDINANCE NO. 6249 of 2022**

BY THE CADDO PARISH COMMISSION:

**AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE CAPITAL OUTLAY FUND AND THE OIL AND GAS FUND FOR THE YEAR 2022 TO PROVIDE AN APPROPRIATION FOR THE CONSTRUCTION OF A RONALD MCDONALD HOUSE AND TO OTHERWISE PROVIDE WITH RESPECT THERETO**

WHEREAS, the Ronald McDonald House Charities Arkansas (RMHCA) engaged the University of Arkansas Clinton School of Public Service graduate program to conduct research in Shreveport/Caddo Parish to determine the need of a Ronald McDonald House; and

WHEREAS, the findings of the research overwhelmingly highlighted the need for housing to facilitate access to healthcare of infants and children; and

WHEREAS, the RMHCA board has made the Ronald McDonald House of Northwest Louisiana a top priority; and

WHEREAS, the economic study for the Ronald McDonald House indicates an annual economic- impacts of \$1.8 million a year; and

WHEREAS, the Caddo Parish Commission would like to appropriate funds for the Ronald McDonald House of Northwest Louisiana not to exceed \$167,000 per year for three years, contingent on monies being raised to support the project from private, non-public resources;

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, that Budget of Estimated Revenues and Expenditures for the Capital Outlay Fund and the Oil and Gas Fund for the year 2022 is hereby amended as follows:

	<u>Budget Increase (Decrease)</u>
<u>Capital Outlay Fund</u>	
Ronald McDonald House	\$167,000
Transfer from Oil and Gas Fund	\$167,000
<u>Oil and Gas Fund</u>	
Transfer to Capital Outlay Fund	\$167,000
Fund Balance	(\$167,000)

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED, that this ordinance shall take effect upon adoption.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

**Approved as to legal form:**

\_\_\_\_\_  
**Parish Attorney**

\_\_\_\_\_  
**Date**

**ORDINANCE AND RESOLUTION AUTHORIZATION FORM**

**CADDO PARISH COMMISSION**

**TITLE**

ORDINANCE AMENDING THE 2022 BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE CAPITAL OUTLAY AND OIL AND GAS FUNDS AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

**(Ordinance No. 6249 of 2022)**

**ORIGINATING DEPARTMENT: Burrell, Chavez, Taliaferro, Atkins**

**BACKGROUND INFORMATION:** Amending the budget of Estimated Revenues and Expenditures for the Capital Outlay and Oil and Gas Funds to appropriate \$500,000 for the Ronald McDonald House of Northwest Louisiana.

\$167,000/year for 3 years starting in 2022.

**KEY STAFF CONTACT:** Hayley Barnett

**AUTHORIZATION**

Department Head Hayley B. Barnett Date 7/21/2022

Legal \_\_\_\_\_ Date \_\_\_\_\_

Parish Administrator \_\_\_\_\_ Date \_\_\_\_\_



Ronald McDonald  
House Charities®  
Arkansas

1501 W. 10th Street, Little Rock, AR 72202  
Celebrating **40 Years** of Serving Families  
rmhcarkansas.org | @rmhcarkansas  
501.374.1956 | Keeping Families Close®

## A RONALD MCDONALD HOUSE® FOR NORTHWEST LOUISIANA

### Meet Liam



Born prematurely in Shreveport, Liam was **diagnosed with kidney failure** and spent 55 days in the NICU.

"We were there every day, but the daily round-trip drive, and **being away from our 7-year-old daughter** was so difficult.



RMHC®

We were overwhelmed when Liam was sent to Dallas for dialysis. Worried for him and our finances. **It was almost more than we could bear.**

We were relieved to learn we could stay as long as needed at the Ronald McDonald House for free! Everything was provided - meals, laundry, and much more. It took so much stress off us and we were able to focus all our attention on Liam.

The possibility of having a Ronald McDonald House here at home where families could be with their child would be amazing and is so needed."

**55** Nights Without A Ronald McDonald House

**At Ronald McDonald House we see families on the worst days of their lives.**

It is unimaginable to have a baby born so tiny that they are unable to leave the hospital for months, a child undergoing daily chemotherapy treatments, or one who is fighting for their life due to an unexpected critical illness or traumatic injury.

Although children and their parents are resilient - they need our help.

**Without a Ronald McDonald House, families have told us that their child wouldn't have been able to get the care they needed, or they slept in their car in the hospital parking lot because they simply couldn't afford a hotel.**

For more than 40 years, Ronald McDonald House Charities of Arkansas (RMHCA) has provided a **home away from home** for families while their child is receiving medical care treatment at any of Little Rock's hospitals - Arkansas Children's, Baptist Health Medical Center, or the University of Arkansas for Medical Sciences (UAMS).

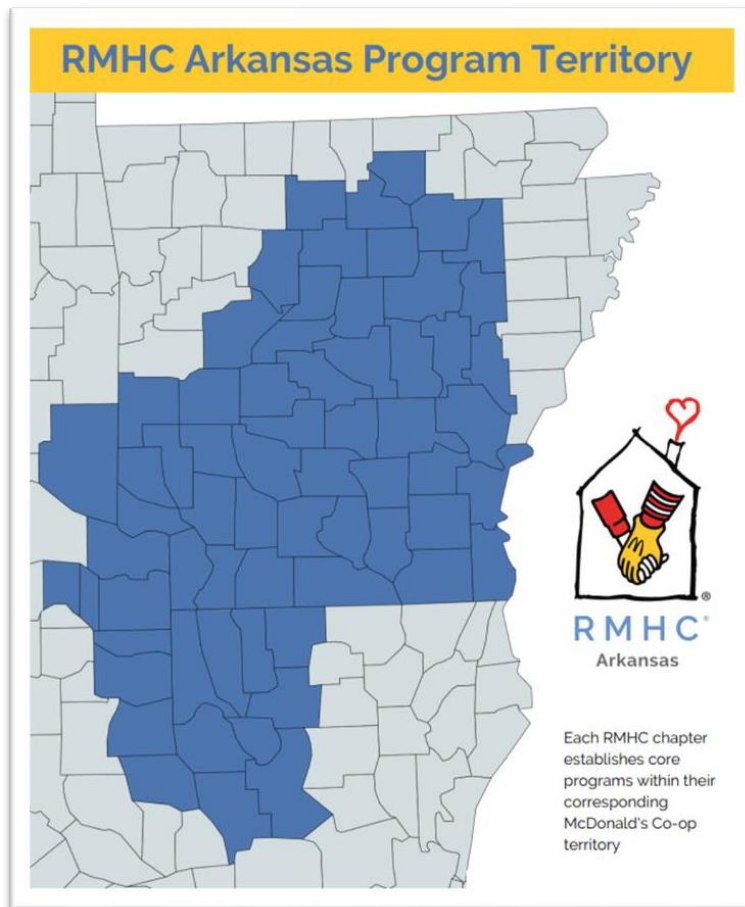
**All services provided to families are free of charge.**

**We hope to bring that same level of support to families by opening the first Ronald McDonald House in Northwest Louisiana.**

**Your financial support is needed, and we are seeking a one-time \$500,000 gift from Caddo Parish.**

Recognition benefits for a gift at this level are listed in [Attachment A](#).

## **WHY NORTHWEST LOUISIANA**



Historically RMHCA's program area has been in central Arkansas, although we serve families from all over the country and world. In 2017 that program area was expanded to include Northwest Louisiana, as well as a small portion of Northeast Texas and Southeast Oklahoma.

Subsequently, RMHCA engaged the **University of Arkansas Clinton School of Public Service graduate program** to conduct research in Shreveport/Caddo Parish to determine the need for a Ronald McDonald House program.

**Findings overwhelmingly highlighted the need for housing to facilitate access to healthcare for infants and children.**

Consistently, the medical professionals who were interviewed shared needs for housing, food, daily essentials, and transportation. **It was shared that many times families could be there for surgery but could not stay to be with their child long term.**

## A COMMUNITY LEADER'S DREAM



A highly successful and well-respected business owner, philanthropist and community leader, Roy Griggs, CEO of Griggs Enterprise, Inc. and McDonald's Owner/Operator serves on the board of RMHCA. **We are fortunate that Mr. Griggs has chosen to spearhead this effort to build the first Ronald McDonald House in Northwest Louisiana.**

Mr. Griggs said, "Bringing a Ronald McDonald House to this area has been a goal for my family for many years. Our dream has been to provide these services to Louisiana families so they can be with their child in the hospital. My hope is that our community will come together to donate

the funds needed to build this home away from home that provides families with so much more than a free place to stay. **There are 380 Ronald McDonald Houses in the world, and it is time that our community has one too."**

## PROJECT OVERVIEW

In late 2021 **RMHCA's board reviewed the Project results and labeled this new Ronald McDonald House program as a top priority for development, moving it in front of another project in Arkansas.**

Leadership reached out to Shreveport/Caddo Parish hospitals to determine interest in moving forward together. Willis-Knighton readily offered property, at no cost, for the first Ronald McDonald House that would **serve families with a child in any hospital in the community.**

The Ronald McDonald House will be a 3 or 4-story, 20,000 SF freestanding building. It will include 20 family suites, indoor and outdoor play spaces, a large kitchen and dining room, toy closet, and many other amenities including laundry rooms, daily essentials, snacks and home cooked meals.

**We will recruit the best local talent to provide day to day leadership, support, and other services for families.** With your help we hope to open this Ronald McDonald House as early as 2024 to serve families, providing top-tier comfort, family support and access to healthcare.

The initial estimate indicated overall project cost at nearly \$8,000,000, with an assumption that construction would begin in 2022. Dependent upon when adequate funding has been raised, construction costs may have risen, thus the overall project cost will likely be greater.

## ECONOMIC IMPACT

The construction and operation of a Ronald McDonald House contributes to the economic stability of the community in which it operates. A construction project of this size will have a positive financial impact. Local providers will be utilized for construction, House/family supplies. Professional and facility services will be sourced locally creating a significant economic impact. Banking relationships will be established locally as campaign funds are acquired.

**Operating 24/7/365, we estimate the annual economic impact related to operating expenses for this Ronald McDonald House will be \$640,000.** More than 50% of the operating expenses is related to salaries and benefits for the local team. The remainder will be allocated to purchased goods and services related to facility operations, family support and fundraising - purchased locally. The Ronald McDonald House will be an active partner in the community.

**Additionally, we estimate \$1,168,000 will be spent in the community by families staying at the Ronald McDonald House.** Although we provide so many things for families, we also know that they will still shop, purchase fuel, and dine out when they stay with us. We know that sometimes families need a change of scenery when their child is in crisis.

**Combined impact will equate to more than \$1,800,000 being spent in the community each year.** Detailed estimates are included in [Attachment B](#).

## Meet Molly



From Calhoun, Louisiana Molly had a normal pregnancy and delivery when the unexpected happened.



"When our daughter, Thea, was born she was unable to swallow and had to be transferred to Shreveport for emergency surgery. She had three surgeries over the course of five weeks.

I had a rough recovery and couldn't ride in the car. **It was a rollercoaster of emotions, so having a place to unwind, eat a meal, shower, and meet families going through similar situations would have meant everything. A Ronald McDonald House in this area would help so many families."**

**35** Nights Without A Ronald McDonald House

The Ronald McDonald House is built on the premise that nothing else should matter when a family is focused on the healing of their child. **When families hear the words that their child is critically ill, their lives stop instantly.**

**When a child is sick, the entire family is sick, and the Ronald McDonald House provides a soft place to land and the support and services that a family needs.**

At the Ronald McDonald House, families and children receive rest, nourishment, respite, and endless love and support.

## GOOD FOR THE COMMUNITY, GOOD FOR LOCAL ECONOMY

A Ronald McDonald House in Northwest Louisiana will positively impact families, healthcare access, and the community.

**Current data indicates 22,000 people (adults and their children) will utilize the House annually** - some will stay for only a few nights while others will stay for several weeks or months dependent upon their child's treatment. **An additional 5,400 will visit for a daytime respite from the hospital.**

The impact of a critical diagnosis for a child differs for every family. One thing we know for sure – **every day there are families from Northwest Louisiana who are unable to be at their child's bedside due to financial and transportation hardships.**

**Together we can ensure that children have their family by their side when they need them the most.**

## COMMUNITY PARTNERSHIPS

RMHCA works in tandem with the social work teams from all local hospitals treating pediatric patients. The teams refer patient families to stay at the Ronald McDonald House and continue to collaborate with our team to ensure the families have the resources they need during their stay.

We anticipate introducing several of our current in-kind donors, who also have a Louisiana location, to this new Ronald McDonald House. These valuable partnerships provide much needed items like food, clothing (for kids and moms), toys, personal care items, and more.

## Meet Brianna



A mother with a 15-month old toddler at home, a husband with a full-time job, and a baby born at 24-weeks. She spent 122 days with her newborn in the NICU.



"Each day I had to make a choice: which child would receive my attention; my tiny sick baby or my 15-month old toddler?"

How do you choose between your children? **With a Ronald McDonald House, families will not have to choose.** There must be a way for a family's support system to stay intact, otherwise, the stress and trauma multiply exponentially. The idea of a Ronald McDonald House – **I really have no words to tell you how valuable it will be. It will solve so much!**

**122** Nights Without A Ronald McDonald House

RMHCA has a history of working in tandem with area nonprofits and also provides unutilized and excess items to other nonprofits. As part of the fabric of the nonprofit community, we will continue this tradition in Louisiana.

We look forward to helping create this meaningful program for families in your community. Your financial support is greatly needed to help make this dream a reality for families with a hospitalized child.

We invite you to visit us in Little Rock for a tour of our programs, to see our family care teams in action and to experience the hospitality and support provided to families of critically ill children. All of this is made possible by generous donors, volunteers, and our dedicated team.

Thank you for your consideration of this request. Please contact us if you have questions.

Gratefully,

**Janell Mason**, CEO

[janell@rmhcarkansas.org](mailto:janell@rmhcarkansas.org)

501.374.4376 d | 501.539.0913 m

## **ATTACHMENT A: Donor Recognition (\$500,000+ Level)**

With your permission we would recognize your gift in the following manner:

- Significant naming opportunity within the Ronald McDonald House
- Significant placement on the Founding Donor Wall
- News release announcing your gift (Concurrent with public announcement of the Project, when we have obtained 60% of construction cost in cash/gift pledges)
- Recognition on all campaign materials as a lead donor
- Recognition on signage at events (announcement, groundbreaking, foundation signing, topping out, grand opening)
- Social and other media campaigns
- Other opportunities as they arise

Additionally, we will provide:

- Updates on the status of the Project's fundraising progress
- Updates on the status of construction once it begins
- VIP Tours of the House at timely intervals during construction

## ATTACHMENT B: Economic Impact

<b>ESTIMATED ECONOMIC IMPACT FOR A RONALD MCDONALD HOUSE IN SHREVEPORT /CADDO PARISH</b>				
<b>Estimated Annual Operating Expenses/Economic Impact (2024)</b>				<b>Ronald McDonald House</b>
		<b>Salaries/Benefits</b>		<b>\$ 357,270.40</b>
		<b>Family Support</b>		<b>\$ 113,000.00</b>
		<b>Occupancy</b>		<b>\$ 57,000.00</b>
		<b>Operations</b>		<b>\$ 62,000.00</b>
		<b>Fundraising</b>		<b>\$ 50,000.00</b>
		<b>TOTAL ESTIMATED OPERATING EXPENSES</b>		<b>\$ 639,270.40</b>
<b>2024 Estimated Commerical Economic Impact</b>				<b>RMH Shreveport/Caddo Parish</b>
<p>The commercial economic impact information provided is an intentionally conservative estimate on what RMH families' (outside) expenses could be incurred during their stay. As the goal of RMH is to provide financial relief and a climate of respite for families in need, at no expense to them, they will undoubtedly use and take advantage of the many available commercial resources the community has to offer - positively impacting and adding to the economy of the area.</p>				
		<b>Commodity</b>	<b>Calculation</b>	<b>Economic Impact Estimate</b>
<b>Factors</b>	<b>Variables</b>	<b>Meals from Commercial Businesses</b>	Est - 1 meal of 3 daily will be sought from outside business	
<b>Annual Family Stays</b>	<b>7,300 nights per year</b>		Meals sought outside businesses (B, L, and D)	
<b>Family Members Served</b>	<b>21,900</b>		Number of individuals eating one meal a day from outside business	60 individuals a day
<b>Family Day Use</b>	<b>5,400</b>		Family member seeking outside business meals daily	1 meal a day outside
			Cost of meal	\$10 cost of meal per person
			60 individuals x 1 meal x \$10 x 365 days in year	<b>TOTAL Economic Impact for Outside Dining</b>
				<b>\$219,000</b>
		<b>Fuel Purchases</b>		
		7,300 families staying throughout the year. Est - each family will purchase a conservative total of 20 gallons during their stay	20 gal x \$4.00 gal	\$80.00
			\$80.00 x 7,300 family nights	<b>TOTAL Economic Impact for Fuel Purchases</b>
				<b>\$584,000</b>
		<b>Incidental Purchases</b>		
		Incidental Shopping - it is estimated that each of the 7,300 families will spend a conservative \$50 on incidental purchases	\$50 x 7,300 family nights	<b>TOTAL Economic Impact for Outside Dining</b>
				<b>\$365,000</b>
		<b>TOTAL ESTIMATED ADDITIONAL COMMERCIAL ECONOMIC IMPACT</b>		<b>\$1,168,000</b>

**ORDINANCE NO. 6250 OF 2022**

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE TO CLOSE AND ABANDON A PORTION OF THE DEDICATION FOR AN UNNAMED ROAD IN THE PARISH OF CADDO, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, a request for the closure and abandonment of a portion of the dedication for an unnamed road has been received by the Parish of Caddo; and

WHEREAS, the Parish of Caddo has reviewed the request for the closure and abandonment of a portion of the dedication for an unnamed road and finds that portion of the unnamed road is no longer needed for Parish of Caddo public purposes; and

WHEREAS, the Parish of Caddo has reviewed the request for the closure and abandonment of a portion of the dedication for an unnamed road and finds that the closure and abandonment of a portion of the dedication for an unnamed road is in the best interest of the Parish of Caddo.

NOW, THEREFORE, BE IT ORDAINED by the Caddo Parish Commission in due, legal and regular session convened, that the closure and abandonment of a portion of the dedication for an unnamed road located in the Parish of Caddo be, and the same is hereby, closed and abandoned, and only to the extent, that said road was used as a public road; said portion of an unnamed road more specifically described as follows:

All of that portion of the dedication of an unnamed road located in the Parish of Caddo as shown in red hash marks on the attached plat marked Exhibit "A".

BE IT FURTHER ORDAINED, that a copy of this ordinance and plat marked Exhibit "A", displaying that portion of the dedication for an unnamed road to be closed and abandoned, shall be filed in the conveyance records of the Parish of Caddo.

BE IT FURTHER ORDAINED, that the property described hereinabove shall revert to the adjoining property owners or their successors, heirs or assigns subject to the reservation of an easement for utilities.

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end, the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED, that this ordinance shall become effective immediately upon adoption.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form:

---

**Parish Attorney**

---

**Date**

# ORDINANCE AND RESOLUTION FACT SHEET

## CADDO PARISH COMMISSION

TITLE	
ORDINANCE NO. 6250 OF 2022  AN ORDINANCE TO CLOSE AND ABANDON A PORTION OF THE DEDICATION FOR AN UNNAMED ROAD IN THE PARISH OF CADDO, AND OTHERWISE PROVIDING WITH RESPECT THERETO.	
DATE: 7/27/22	ORIGINATING DEPARTMENT: Public Works
BACKGROUND INFORMATION	
Caddo Parish Public Works has received a request to close and abandon a portion of the dedication for an unnamed road from the adjoining landowners.	
FINANCIAL IMPACT AND SOURCE OF FUNDING	
None	
EFFECT(S) OF PROPOSED ACTION	
Will revert this portion of the dedication to private property.	
ALTERNATIVES/STAFF RECOMMENDATION	
Approve. There is no road built on this portion of the dedication. The Planning/Zoning Board approved this request 4-0 at their June 22, 2022 meeting.	
KEY STAFF CONTACT	
Jimmy Whittington	
COORDINATION	
Department Head	(Initial)
Parish Administrator/CEO	(Initial)

Cordero,  
Christopher And  
161432003001300

Baptist Church, North  
Keithville, Inc.  
161432000005900

Creech,  
Daniel Edmond  
161432022000100

Natchitoches Tire  
Service, Inc.  
161432000006300

Dean, David R. And  
Janice A. Dean  
161432000006200

Creech,  
Daniel Edmond  
161432022000100

Natchitoches Tire  
Service, Inc.  
161432000007700

Natchitoches Tire  
Service, Inc.  
161432000007800

Fox, Edmond Keith &  
Leslie Strange Fox  
161432000002200

Prospect Royalties  
Llc 1% And  
161432000009900

L.B.J & Associates,  
Llc 4/15, Etal  
161432004001900

Prospect Royalties  
Llc 1% And  
161432000009900

Mayberry,  
Robbie Eugene  
161432000001400

KETHVILLE-KINGSTON

MANSFIELD

MANSFIELD



Caddo Parish Commission  
2017-2018  
2019-2020  
2021-2022  
2023-2024  
2025-2026  
2027-2028  
2029-2030  
2031-2032  
2033-2034  
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2095-2096  
2097-2098  
2099-2100

EXHIBIT "A"

Caddo Parish Planning and Zoning Commission  
Attention: Appeal Board

Re: Case 22-3 BAP  
Dana Wheeler  
5247 Norfolk Rd.

Dear Board Members:

I am contacting you in regards to the above referenced case. I am requesting you deny this extreme over reach that will devalue my property. Please see attached memo from Lisa Hargrove of Caldwell Banker Realty.

I am not only requesting that you deny Mr. Wheeler the right to put this building on my property line, I am going to request you deny him to put a building anywhere of this size on his property. My house sets and faces northeasterly which would mean this building would be directly in front of my dining room and den windows. Mr. Wheeler makes the statement that the vegetation and trees would block the view from my house, this is ridiculous. There is a catamaran sitting right there, a wooden building plus numerous piles of wood that can be viewed from my property now.

Mr. Wheeler is obviously unaware that in the fall and winter months leaves fall off the trees leaving a completely exposed building. Also, Mr. Wheeler needs to be aware that vegetation and deteriorated trees are now falling across the fence line and onto my property. It is not unusual for someone visiting our address to question who owns the abandoned property next door, and is it for sale? I am not only asking you to deny his application but also to give him a grace period to clean his property up and then fine him a \$1,000 a week or whatever until he does. It does nothing but provide for rats and snakes and I have grandchildren.

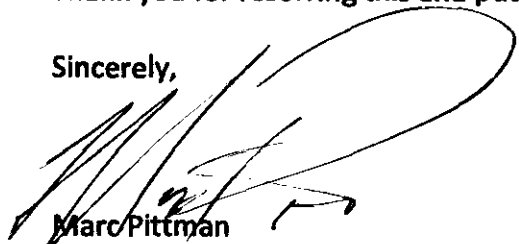
Any building that size would be an eye sore and not only detrimental not only to my property but to all properties. I informed Mr. Wheeler of the six properties that are attached to the cul-de-sac, no one wants the building but obviously Mr. Wheeler doesn't care what other people think. He had mentioned to me once before about putting in a wood making shop to make furniture when he retires. From looking at his drawing a single roll up small door, windows and an access door, it doesn't appear that he has plans for it being a garage at all. For the record, that size building can store two Piper four seater airplanes with room to spare.

Mr. Wheeler has included a photo of his house being in a flood zone, this is misleading. None of the other five properties flood and are not required to get flood insurance. Very little of Mr. Wheeler's property floods, Mr. Wheeler's camp house sits in a hole. If he wants to put a

smaller building on the back on the easterly side of his lot next to Mr. Wiggins' small building, I have no problem with that. I am not aware if that area floods but if it does there is a solution, it is called dirt, the whole world is made out of it. We have included photos of the debris hanging over the fence line damaging the fence, the unkeptness of the lot with lumber lying around, fire wood, and a building already constructed in front of his house that is an eye sore and needs to be removed as well. I am also including a birds eye view of his property adjoining our property and the list of the other property owners and their address who adamantly oppose this building. Three years ago they were passing laws restricting people from having a motor home or a travel trailer in front of their property; I am asking you respectfully please do not let him put a 2,200 sf unmovable building in front of my property. I worked very long and very hard to have what I have. Its value not should be compromised by anyone. Mr. Wheeler doesn't even live at this residence, he lives in Southern Trace. Our home is our primary residence.

Thank you for resolving this and putting it to bed.

Sincerely,



Marc Pittman  
5252 Norfolk Rd.  
Shreveport, LA 71107  
(318) 458-5848

attachments

*July 27, 2022*



**COLDWELL BANKER  
GOSSLEE**

Date: July 11, 2022

To: Caddo Parish Planning and Zoning Commission  
Appeals Board

Re: Case #22-3-BAP  
Dana Wheeler  
5247 Northfolk Road

At Mr. Pittman's request at 5252 Northfolk Road, Shreveport, LA 71107, I reviewed the proposed building site, 5247 Northfolk Road, adjacent to the Pittman property. It is my opinion that the proposed 55 x 40 building would most definitely decrease the value of the Pittman property should they decide to sell. This is also my opinion that this is a commercial size building in a residential area and will not only have an adverse effect to the Pittman property but all the properties in the vicinity of this cul-de-sac.

Best Regards,

Lisa Hargrove  
Realtor  
Specializing in Luxury Residential Homes  
Coldwell Banker Gosslee  
8805 Line Avenue, Suite 100  
Shreveport, LA 71106

8805 Line Avenue, Suite 100, Shreveport, LA 71106  
Phone: 847-444-4444

TO: CADDO PARISH ZONING APPEALS BOARD

FROM: NORFOLK RD. RESIDENTS, SHREVEPORT 71107

RE: Case # 22-3-BAP  
Dana Wheeler  
5247 Norfolk Rd.

SUBJECT: Signatures of Opposing Neighbors

Wayne and Susan Waddell 5248 Norfolk Rd.

Ernie & Chae Pittman 5234 Norfolk Rd

[Signature] 5234 Norfolk

John Baker 5244 Norfolk

Candy Cleary 5241 Norfolk Rd

Kate + Jacob Kern 5240 Norfolk Rd

Mr. & Mrs. Dean Wiggins (elderly couple with health issues) do not want to be involved 5245 Norfolk Rd.

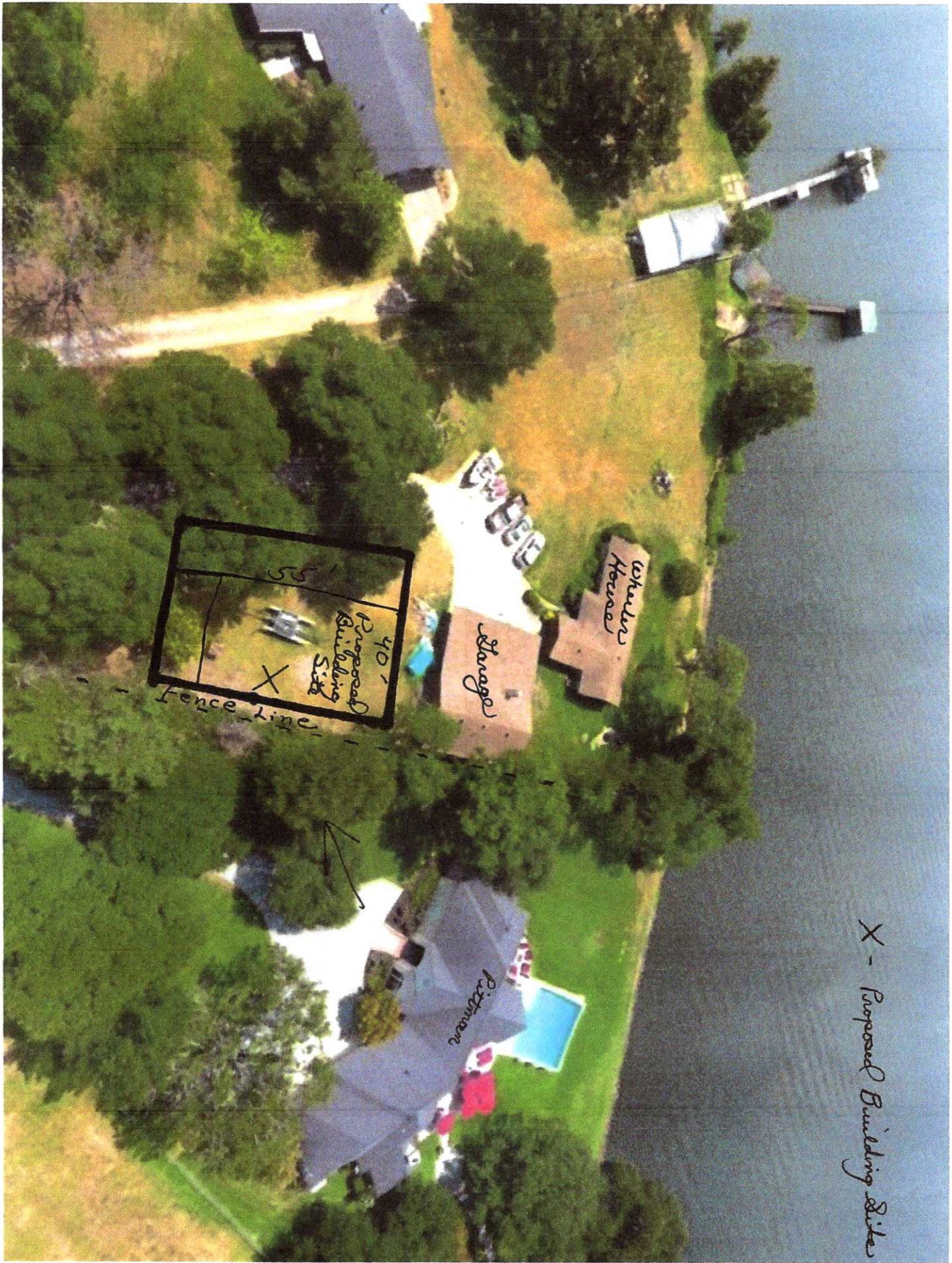
Annette & Marc Pittman 5252 Norfolk Rd.

Rif Kapatul & Cindy 5239 Norfolk Rd.

[Signature] 5242 Norfolk Rd

Wesley Allen 5242 Norfolk Rd





X - Proposed Building Site

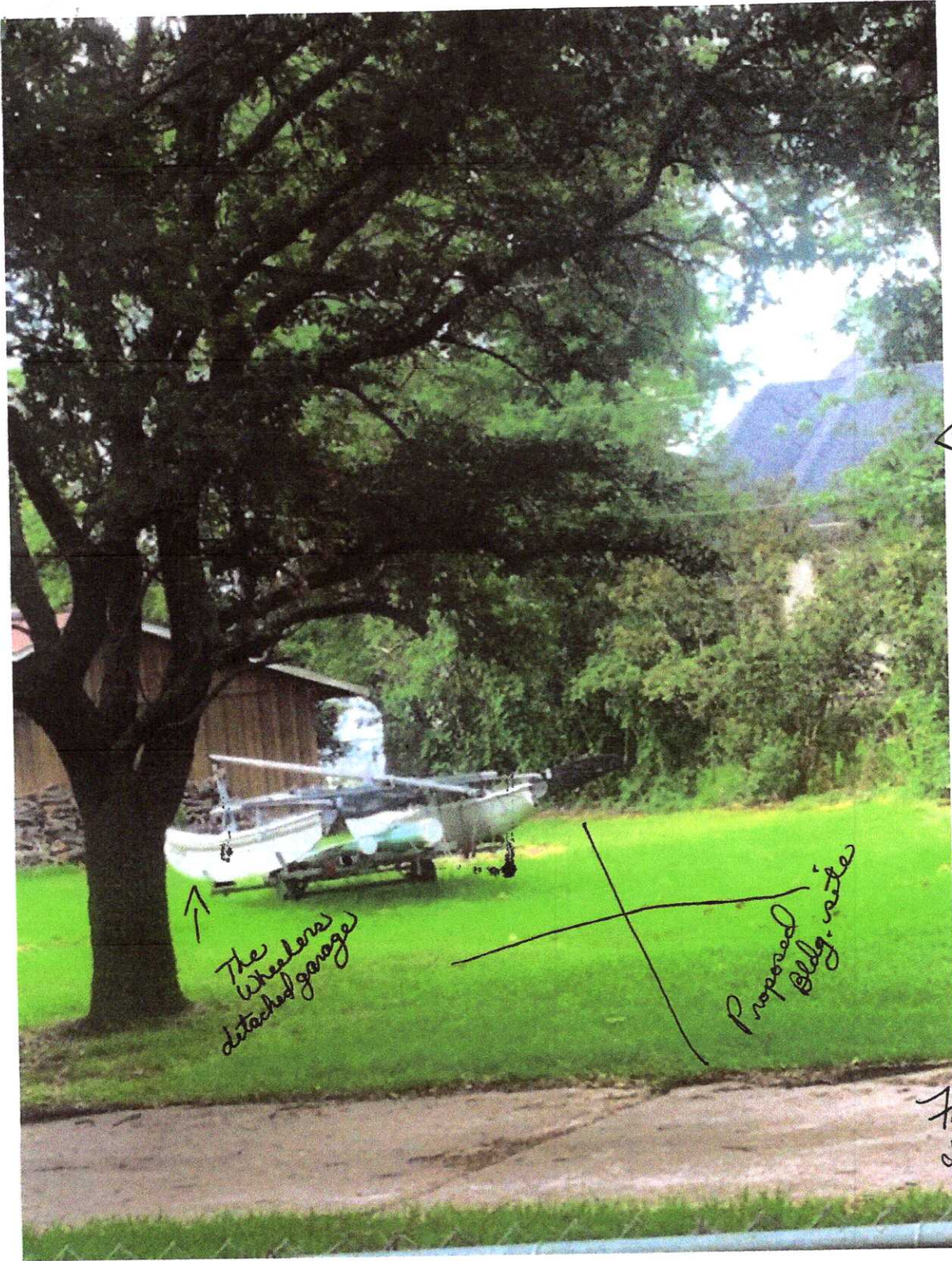
Whaler House

Storage

Pittman

Proposed Building Site  
 40'  
 55'

Fence Line



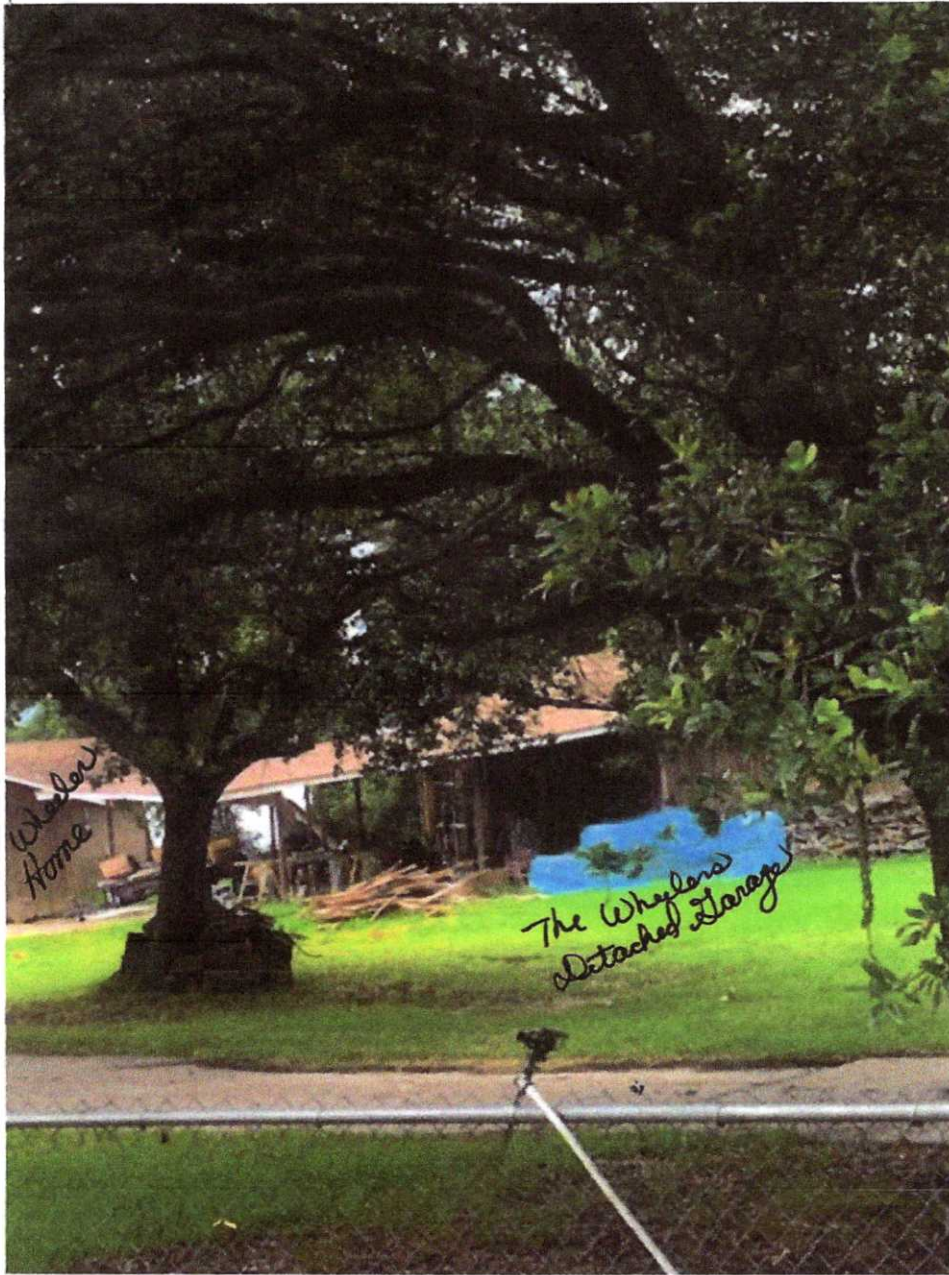
← The Pittmans

↑  
The Wheelers detached garage

Proposed Bldg. site

Front of driveway







6/22/22, 12:34 PM

uses fences into Pittman  
yard collapsing fence.

IMG\_3925.jpg



Pittman House

6/22/22, 12:33 PM

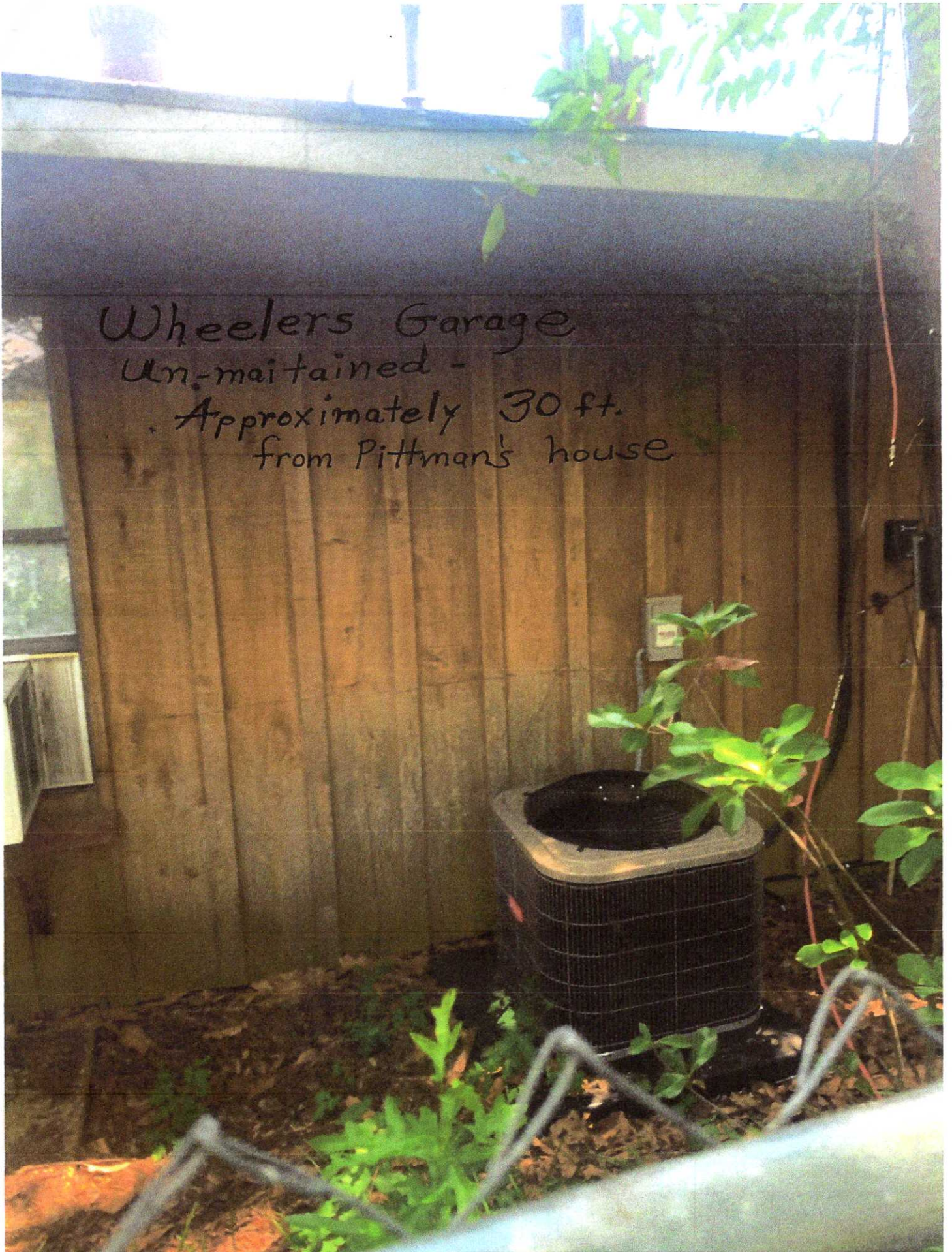
Pittmans yard.

IMG\_3924.jpg

Wheeler's tree falling onto fence into Pittmans

10

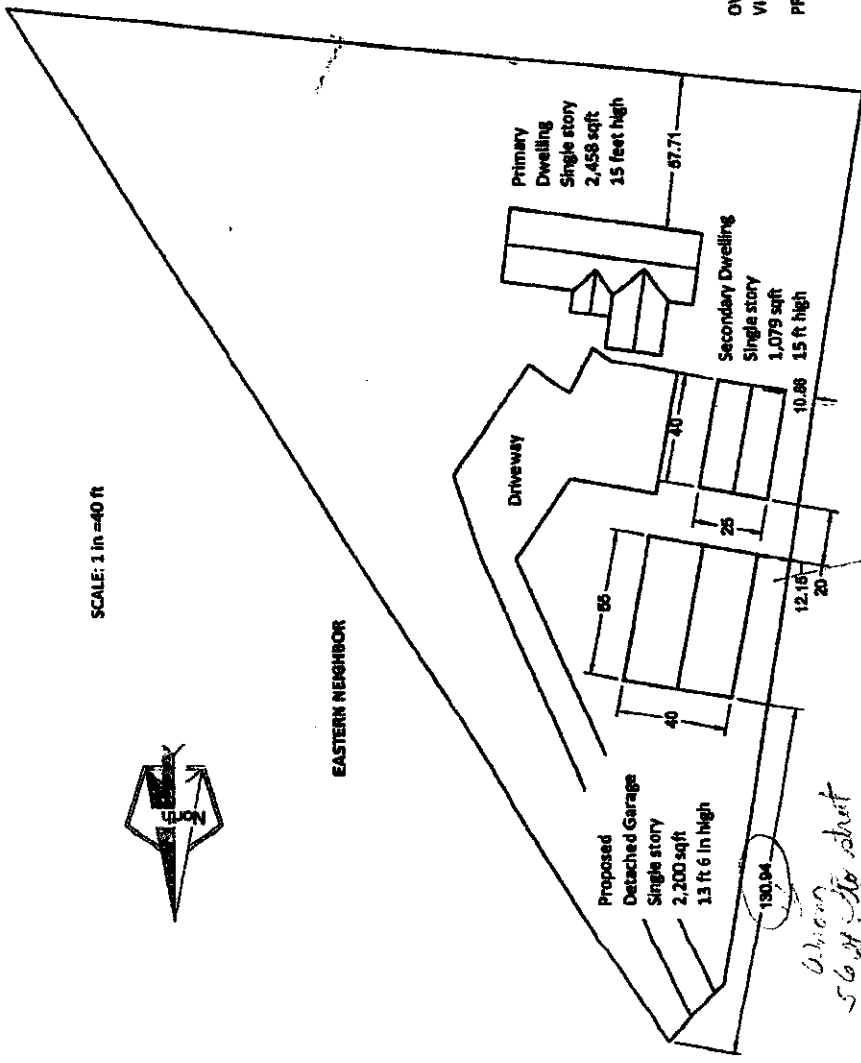




# CROSS LAKE

OWNER: WHEELER, DANA AND  
VIEN THI HUY WHEELER  
PREPARED: Dana Wheeler

5247 Norfolk Rd. Detached Garage Yard Variance Request  
1.168 ACRES-LOT 18, LAKE POINT SUB. IN SEC. 25 & 36-18-15  
381525-3-18  
Caddo Parish Shreveport LA 71107



SCALE: 1 in = 40 ft

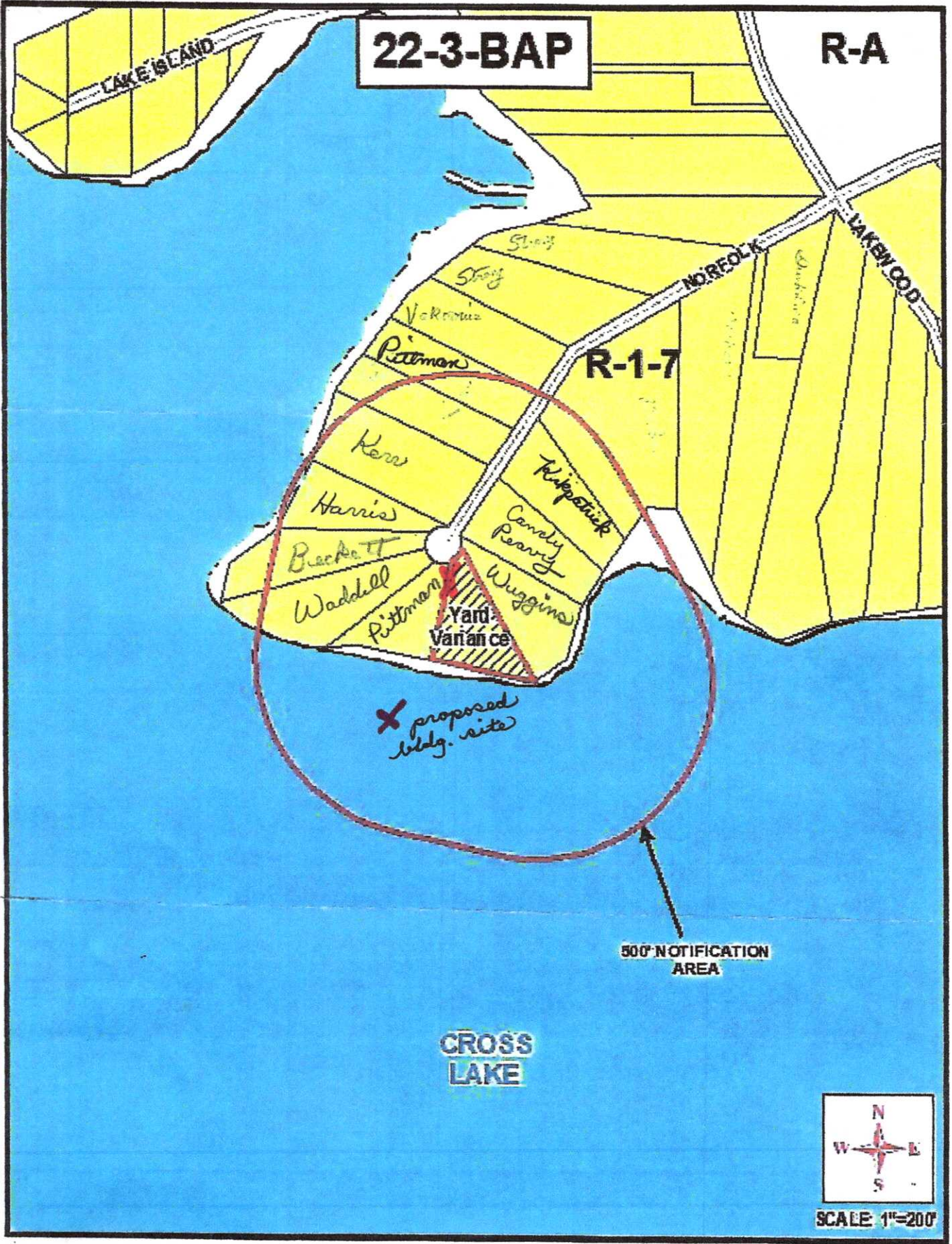


EASTERN NEIGHBOR

WESTERN NEIGHBOR

*56 ft. to street  
from 31 day*

*(Handwritten notes and signatures)*



22-3-BAP

R-A

R-1-7

X proposed bldg. site

500' NOTIFICATION AREA

CROSS LAKE



SCALE 1"=200'

APPEAL TO DENIAL OF YARD VARIANCE- CADDO PARISH PLANNING AND ZONING COMMISSION  
CASE # 22-3-BAP

I am making this appeal of the Caddo Parish PZC ruling based on two reasons:

1. Through unfortunate circumstances neither I nor miss Emily Trant were able to attend the public meeting to refute Mr. Pittman's statements. I am an anesthesiologist and a case went much longer than anticipated and I cannot leave a patient that is under general anesthesia. Miss Trant, who had personally viewed the property and proposed building site and supported the proposed building site, was home with an illness.
2. Mr. Pittman's suggestion as to where I should build my shop are impractical and would be an unreasonable burden to my eastern neighbors, the Wiggins.

Mr. Pittman's suggestion of building my shop along the eastern border of my property is impractical for 4 reasons.

1. It would obstruct a large part of my eastern neighbors, the Wiggins, view of the lake. Building on my proposed site would not obstruct Mr. Pittman's view or use of the lake. Please see attached images.
2. The building would be clearly visible from the road. My proposed building site is behind foliage and multiple trees largely obscuring it from the public road.
3. It would prevent us from using our boat launch hindering our use and enjoyment of the lake.
4. While it is possible to pour enough dirt to no longer risk flooding the structure, rainwater has to go somewhere and some of it would run toward our existing structure greatly increasing the risk of flooding it.

The purpose of having property on Cross Lake is to enjoy the view of the lake and to enjoy water activities. That is why all detached buildings in the neighborhood are built in the front yards and not in the back yards or side yards by the lake.

My proposed building violates no Caddo Parish building codes and being outside of city limits is not subject to city codes. There are no HOA or covenants to violate. Furthermore, Miss Trant stated in her report to the Caddo Commission:

"The proposed location of the detached garage would be approximately 130' away from the front property line. There are several large trees and bushes in the front of the site, obscuring the site from the public right of way. Additionally, the solid fence and trees on the west side of the property obscure the structure from the westerly neighbor. A detached garage in the front yard of this site would not cause a deterrent to the health, safety, and welfare of those that are in this vicinity."

I just want to build a place where I can quietly pursue my interest in my retirement years.

Sincerely,

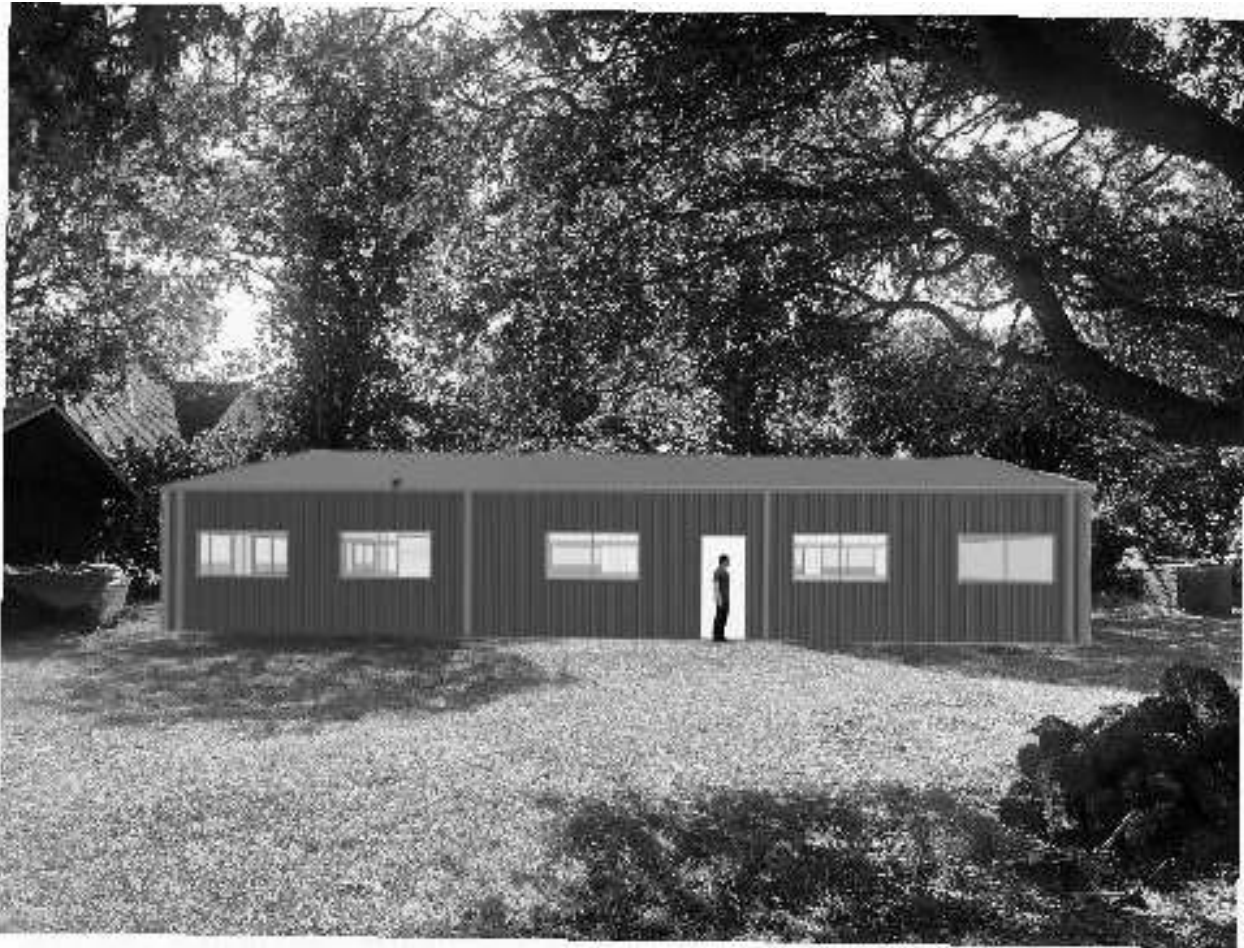
Dana S. Wheeler

APPEAL TO DENIAL OF YARD VARIANCE- CADDO PARISH PLANNING AND ZONING COMMISSION  
CASE # 22-3-BAP

Current View from the Wiggins' yard and view if I built my shop according to Mr. Pittman. Building is to scale



Rendering of my shop at my proposed site. Building is to scale.





## CADDO PARISH PLANNING AND ZONING COMMISSION

Office of the MPC | 505 Travis Street, Suite 440 | Shreveport, LA 71101 | 318-643-6480 | shreveportcaddompc.com

### STAFF REPORT

JUNE 22, 2022

AGENDA ITEM NUMBER: 13

MPC Staff Member: Emily Trant

Parish Commission District: 2/Lyndon B. Johnson

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**CASE 22-3-BAP: VARIANCE**

**APPLICANT:** DANA WHEELER

**OWNER:** DANA WHEELER

**LOCATION:** 5247 Norfolk Rd. (west end of Norfolk Rd.)

**EXISTING ZONING:** R-1-7

**REQUEST:** Yard Variance

**PROPOSED USE:** Single-Family Residential

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**DESCRIPTION:** The applicant is requesting approval of a yard variance to allow a detached garage to be placed in the front yard. The property in question is currently zoned R-1-7, Single-Family Residential District and is surrounded by the R-1-7 District. The rear of the property abuts Cross Lake.

There are no prior cases associated with this site. Nearby relevant cases include:

- P-29-86 – Special Exception Use approval of a manufactured home.

Nearby neighborhoods include: Lakeview and Yarborough.

---

**REMARKS:** The applicant is requesting to build a 55' by 40' detached garage in the front yard of his property. According to Section 7.3.N.2.c. of the Caddo Parish Unified Development Code, detached garages are only permitted only in the rear, interior side, and corner side yards, therefore approval of this variance is required prior to issuance of a building permit.

Per Caddo UDC Section 16.4.E, approval of a variance requires demonstration of an undue hardship, and demonstration of no negative impact to public health, safety and welfare, or disruption of the character of the area. The Parish Planning and Zoning Commission (PZC) must make their findings based on the criteria set forth in Section 16.4.E.1 of the UDC. With regard to undue hardship, Sections 16.4.E.1.b and 16.4.E.2.a and b state that a variance can be granted if an applicant is unable to comply with UDC standards due to physical characteristics inherent to the specific property, that the hardship is not due to the personal situation of the owner and is not self-induced. The applicant has stated that constructing the detached garage in the back yard of the property would place it within a FEMA flood zone, which has proven to be prone to flooding in recent years. Further, the applicant states that there is insufficient room in the backyard. The side yard would still fall within a flood zone and would be unsightly to the easterly neighbor. Hardship due to flood zone concerns in the rear and side yard meet the criteria and approval standards that the board may use to assess whether there is a legitimate hardship.

Sections 16.4.E.1.c and 16.4.E.2.c state that for a variance to be granted, it must not alter the essential character in the vicinity and it must not be detrimental to the public health, safety and welfare, respectively. The proposed location of the detached garage would be approximately 130' away from the front property line. Although the proposed structure could be clearly seen from the end of the cul-de-sac, there are several large trees and bushes in the front of the site that partially obscure the site from the public right of way. Additionally, the solid fence and trees on the west side of the property obscure the structure from the westerly neighbor. A detached garage in the front yard of this site would not cause a detriment to the health, safety, and welfare of those that are in this



**CADDO PARISH PLANNING AND ZONING COMMISSION**

Office of the MPC | 505 Travis Street, Suite 440 | Shreveport, LA 71101 | 318-643-6480 | shreveportcaddompc.com

**STAFF REPORT**

vicinity. Additionally, the proposed structure would be compatible with the neighborhood since there are four existing accessory structures on Norfolk Road in the immediate vicinity of the site that are in the front yard.

---

**STAFF  
ASSESSMENT:**

**Based on the information contained in the application, and analysis of the facts of record, MPC Staff concludes that approval of the variance request is warranted due to the combined hardship and minimal impact to the neighborhood.**

**Alternately, based on information provided at the public hearing the PZC may:**

- a. Deny the variance
- 

**PUBLIC ASSESSMENT:**

---

**PZC DECISION:**

---

## Shari Culbert

---

**From:** Emily Trant  
**Sent:** Wednesday, June 22, 2022 11:26 AM  
**To:** Shari Culbert; Alan Clarke  
**Subject:** FW: Case #22-3-BAP

**Importance:** High

The original letter of support has changed their stance. They now oppose the structure due to the size. (2,200 sq ft).

---

**From:** ccpeavy50@att.net <ccpeavy50@att.net>  
**Sent:** Wednesday, June 22, 2022 7:01 AM  
**To:** Emily Trant <Emily.Trant@shreveportla.gov>  
**Subject:** Case #22-3-BAP  
**Importance:** High

Yesterday I learned the details concerning this yard variance request and how large the building is that is being proposed and I have changed my position. (see my original email below.) I oppose this variance request and ask your commission to deny it.

Candy Peavy  
(Houndtown Lake Co.)  
5241 Norfolk Rd.

-----Original Message-----

**From:** Candy Peavy <[ccpeavy50@att.net](mailto:ccpeavy50@att.net)>  
**Sent:** Wednesday, June 15, 2022 8:32 AM  
**To:** [emily.trant@shreveportla.gov](mailto:emily.trant@shreveportla.gov)  
**Subject:** Case #22-3-BAP

To whom it may concern:

I have no objections to the yard zoning variance requested at 5247 Norfolk Road. I live at 5241 Norfolk Road.

Candy Peavy

Sent from my iPhone

**22-3-BAP**

**R-A**

LAKE ISLAND

NORFOLK

LAKENOOD

**R-1-7**

Yard  
Variance

500' NOTIFICATION  
AREA

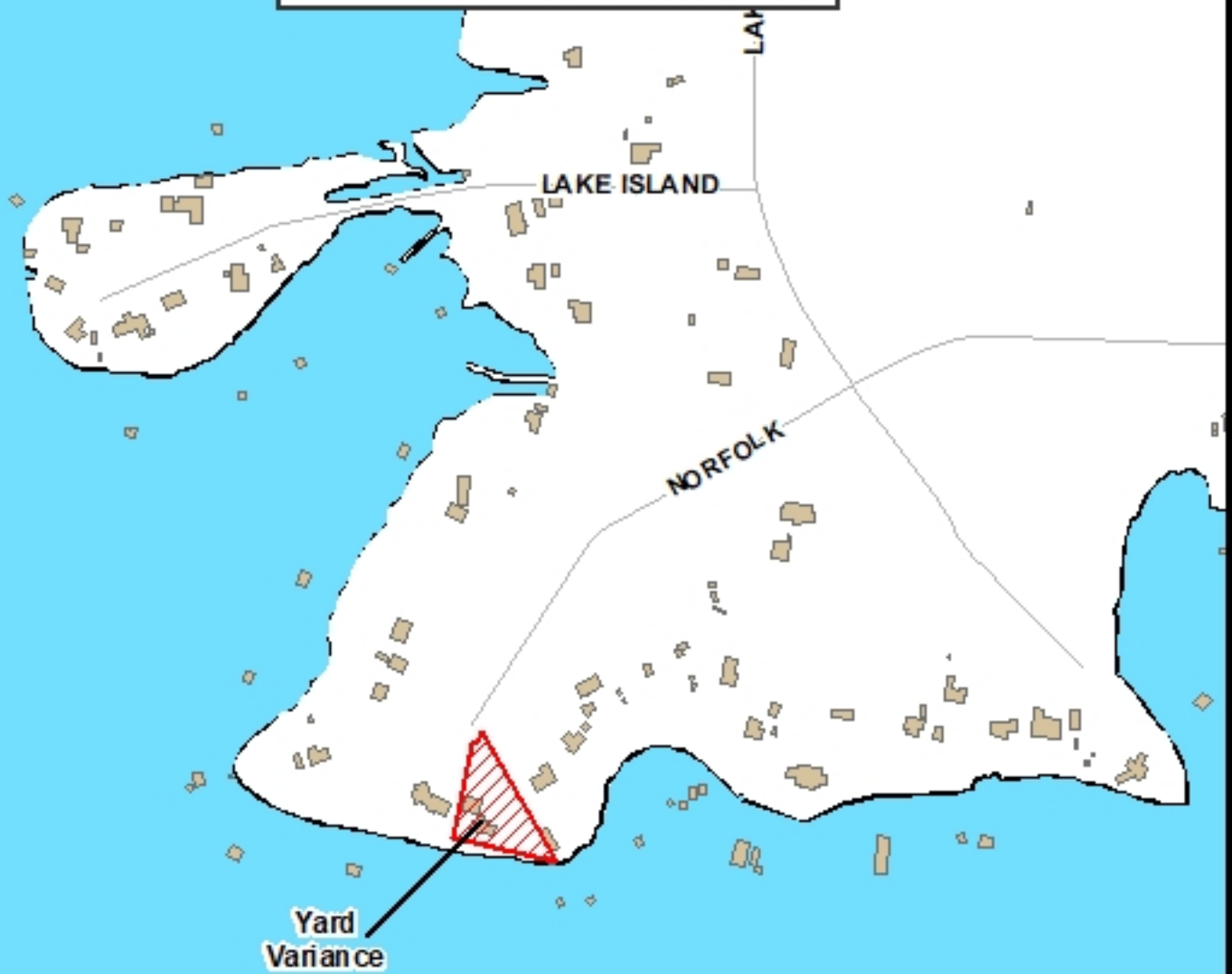
**CROSS  
LAKE**



SCALE: 1"=200'



# 22-3-BAP AREA REF MAP

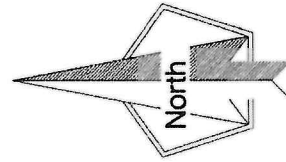


CROSS  
LAKE



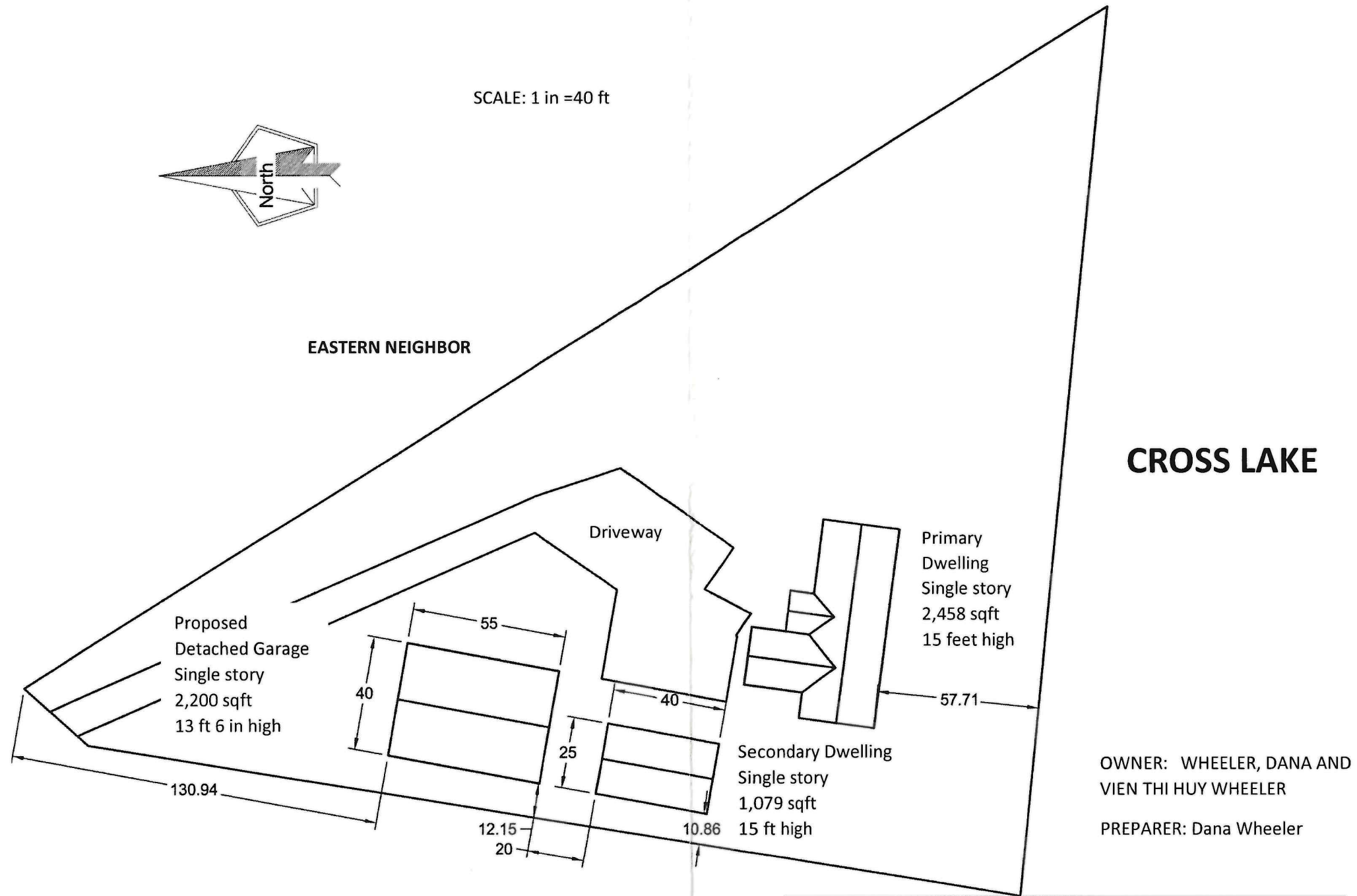
SCALE: 1"=500'

SCALE: 1 in =40 ft



EASTERN NEIGHBOR

CROSS LAKE



OWNER: WHEELER, DANA AND VIEN THI HUY WHEELER

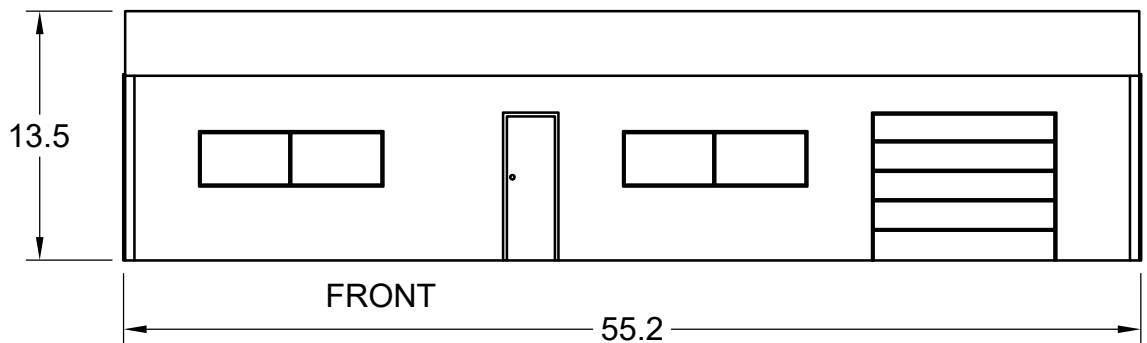
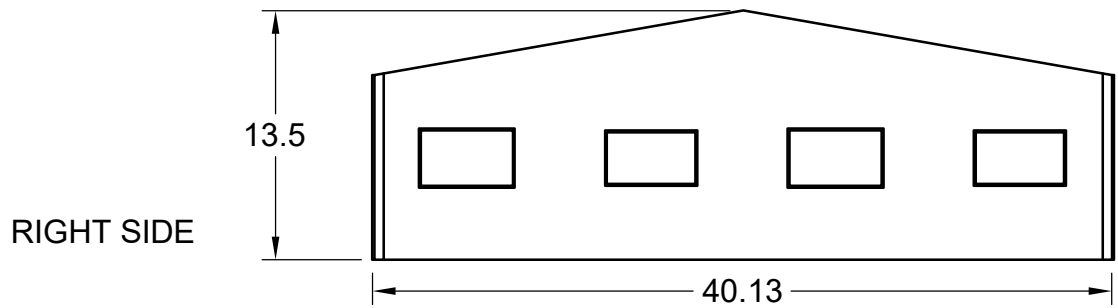
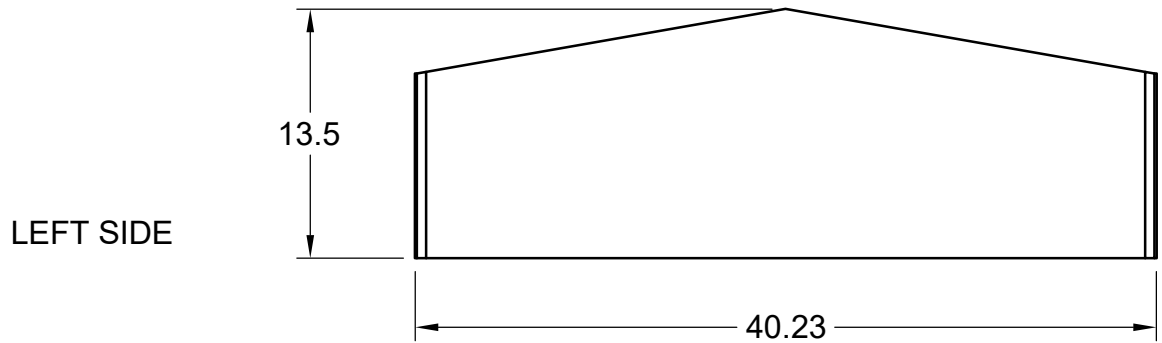
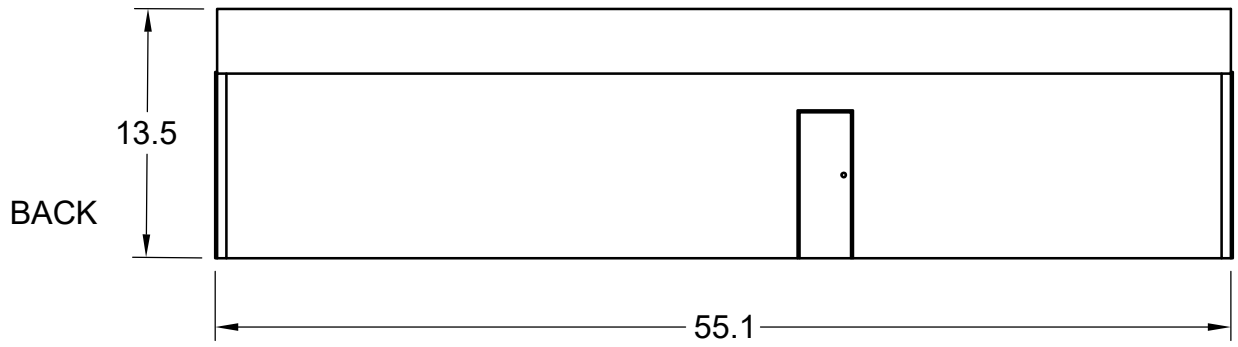
PREPARER: Dana Wheeler

5247 Norfolk Rd. Detached Garage Yard Variance Request

1.168 ACRES-LOT 18, LAKE POINT SUB. IN SEC. 25 & 36-18-15  
181525-3-18

Caddo Parish Shreveport LA 71107

WESTERN NEIGHBOR



**MATERIALS:**

Roof and walls - Metal  
 Doors - Steel with steel frame  
 Garage door - steel panels  
 Windows - Double Thermopane  
**COLORS:**  
 Roof and walls -Tan with Brown trim  
 Doors and garage door - white

**PROJECT**

**5247 Norfolk Detached Garage**

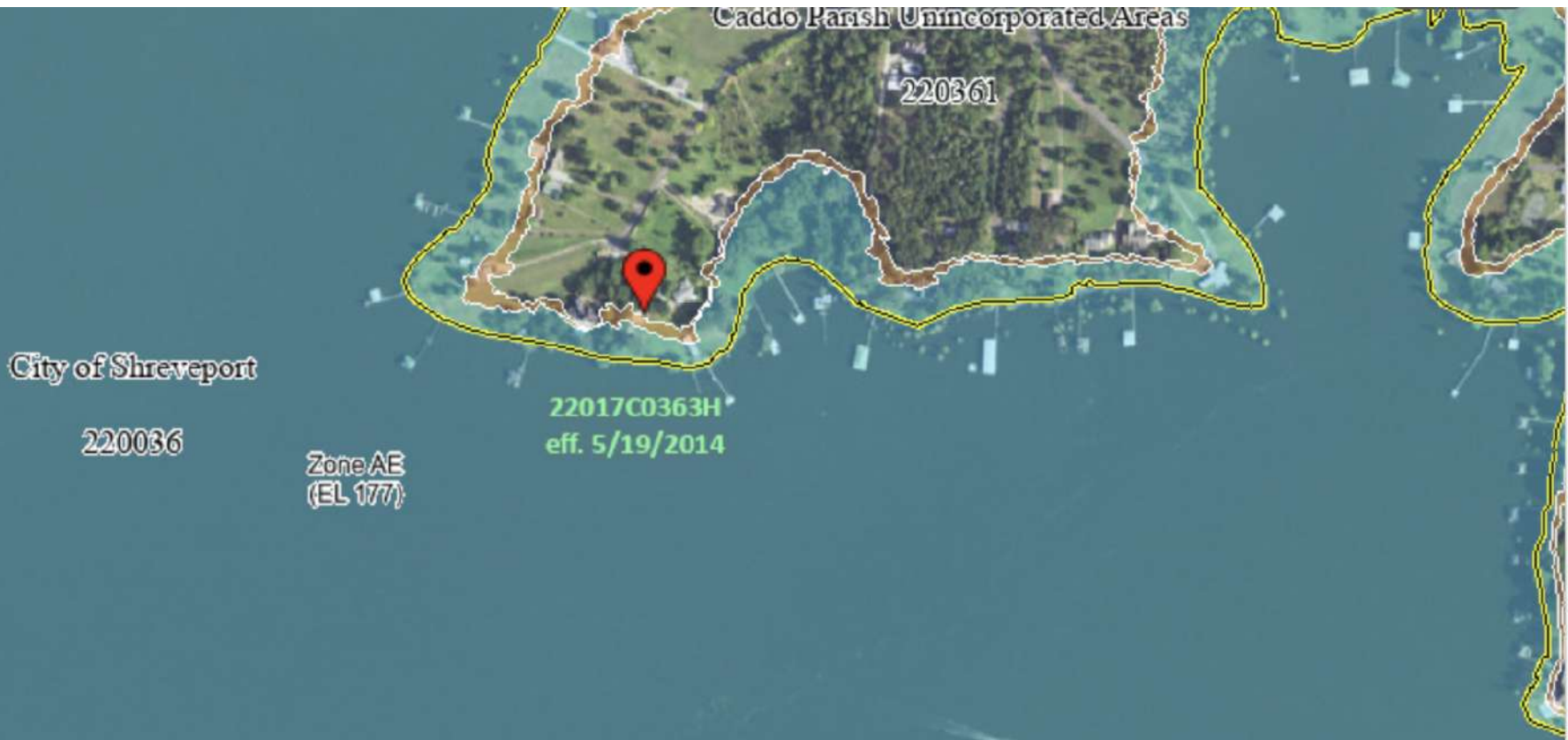
**TITLE**

**Detached Garage**

APPROVED	SIZE	CODE	DWG NO	REV
CHECKED	A			
DRAWN Dana Wheeler 5/18/2022	SCALE 0.01	WEIGHT	SHEET 1/1	

# Vicinity Map





USGS The National Map: Orthoimagery. Data refreshed December,...



<p><b>PIN</b></p> <ul style="list-style-type: none"> <li> Approximate location based on user input and does not represent an authoritative property location</li> </ul>	<p><b>SPECIAL FLOOD HAZARD AREAS</b></p> <ul style="list-style-type: none"> <li> Without Base Flood Elevation (BFE) Zone A, V, A99</li> <li> With BFE or Depth</li> <li> Regulatory Floodway Zone AE, AO, AH, VE, A</li> </ul>	<p><b>OTHER AREAS OF FLOOD HAZARD</b></p> <ul style="list-style-type: none"> <li> 0.2% Annual Chance Flood Hazard, Area of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone</li> <li> Future Conditions 1% Annual Chance Flood Hazard Zone X</li> <li> Area with Reduced Flood Risk due to Levee. See Notes. Zone X</li> <li> Area with Flood Risk due to Levee Zone D</li> </ul>	<p><b>OTHER FEATURES</b></p> <ul style="list-style-type: none"> <li> Cross Sections with 1% Annual Chance Water Surface Elevation</li> <li> Coastal Transect</li> <li> Base Flood Elevation Line (BFE)</li> <li> Limit of Study</li> <li> Jurisdiction Boundary</li> <li> Coastal Transect Baseline</li> <li> Profile Baseline</li> <li> Hydrographic Feature</li> </ul>
<p><b>MAP PANELS</b></p> <ul style="list-style-type: none"> <li> Selected FloodMap Boundary</li> <li> Digital Data Available</li> <li> No Digital Data Available</li> <li> Unmapped</li> </ul>	<p><b>OTHER AREAS</b></p> <ul style="list-style-type: none"> <li> Area of Minimal Flood Hazard Zone X</li> <li> Effective LOMRs</li> <li> Area of Undetermined Flood Hazard Zone</li> <li> Otherwise Protected Area</li> <li> Coastal Barrier Resource System Area</li> </ul>	<p><b>GENERAL STRUCTURES</b></p> <ul style="list-style-type: none"> <li> Channel, Culvert, or Storm Sewer</li> <li> Levee, Dike, or Floodwall</li> </ul>	

2016 FLOODING



**From:** [Candy Peavy](#)  
**To:** [Emily Trant](#)  
**Subject:** Case #22-3-BAP  
**Date:** Wednesday, June 15, 2022 8:32:23 AM

---

To whom it may concern:

I have no objections to the yard zoning variance requested at 5247 Norfolk Road. I live at 5241 Norfolk Road.

Candy Peavy

Sent from my iPhone

SUPPORT



5247

PROPOSED  
**ZONING  
CHANGE**  
CALL  
**673-6480**  
METROPOLITAN  
PLANNING  
COMMISSION





PROPOSED  
**ZONING  
CHANGE**  
CALL  
**673-6480**  
METROPOLITAN  
PLANNING  
COMMISSION

5252











City of Shreveport | Caddo Parish

# Metropolitan Planning Commission

UDC Caddo Parish  
Revised July 8, 2021

## Land Development

505 Travis Street | Suite 440 |  
Shreveport, LA | 71101

318-673-6480 | fax 318-673-6461

### LAND USE APPLICATION FOR ZONING BOARD OF APPEALS

DO NOT WRITE IN THIS AREA-OFFICIAL USE ONLY

Date: \_\_\_\_\_ Planner: \_\_\_\_\_ Case No: \_\_\_\_\_ Application  
Fee: \_\_\_\_\_

#### 1. PROPERTY INFORMATION

Project Name: 5247 Norfolk Detached Garage

Associated Cases:

Project Address/Location: 5247 Norfolk Rd. Shreveport LA 71107

Current Zoning District: R-1-7

Parcel Number(s):

Existing Use of the Property: Single Family Residential

#### 2. VARIANCE / SPECIAL EXCEPTION REQUEST

Dimensional Standards       Use Standards       On-site Development Standards

Specific Request: \_\_\_\_\_ Specific Request: \_\_\_\_\_ Specific Request: Yard variance - garage

Design Standards       Parking       Special Exception Use

Specific Request: \_\_\_\_\_ Specific Request: \_\_\_\_\_  Manufactured Home

Landscaping       Right-of-Way Access Standards       Transient Vacation Rental

Specific Request: \_\_\_\_\_ Specific Request: \_\_\_\_\_  Home-Based Barber or Beauty Shop

Appeal of Zoning Administrator Decisions       Sign Regulations       Other

Specific Request: \_\_\_\_\_

#### 3. REASON FOR VARIANCE / SPECIAL EXCEPTION USE

(please be specific and descriptive, attach additional sheets as needed)

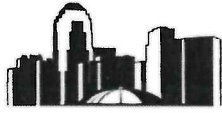
#### 4. PARCEL LEGAL DESCRIPTION

(existing platted subdivision name, block and lot designation; if un-platted, provide a detailed metes and bounds description)

#### 5. GENEREAL LOCATION OF PROPERTY

(street address and/or frontage, and distance to cross street)

5247 Norfolk Rd. Shreveport LA 71107



City of Shreveport | Caddo Parish

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### LAND USE APPLICATION FOR ZONING BOARD OF APPEALS

6. ZONING INFORMATION		7. BUILDING INFORMATION	
Current Zoning District(s): R-1-7 Proposed Zoning District(s):		Proposed Building Use(s):	Detached Garage
If more than one district, provide the acreage of each:		Existing Building(s) total square footage:	3,537 sq ft
Special Purpose Overlay District (if applicable):		Proposed Building(s) total square footage:	2,200
Total Site Acres:	1.36 Ac	Total square footage (existing & proposed):	5,737
Off-Street Parking Required:	N/A	Proposed height of building(s)	13 ft 6 in
Off-Street Parking Provided:	N/A	Number of stories:	1
		Ceiling height of First Floor:	10 ft

### 8. DIMENSIONAL STANDARDS

Lot Area (square footage): 59,416

Lot Coverage (Total Area in square feet):

Lot Coverage Percentage of Total Lot Area: 9.7%

### 9. HARDSHIP EXPLANATION (ONLY FOR APPLICATIONS REQUESTING A VARIANCE)



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## LAND USE APPLICATION FOR ZONING BOARD OF APPEALS

In order to make a finding of hardship and to grant a variance, the Zoning Board of Appeals must determine that all of the following conditions are met. State how your request meets these conditions. **Please note that financial or self-induced conditions are not considered hardships. Any alleged difficulty or hardship cannot have been created by the current owner of the property in question.**

In order for the Zoning Board of Appeals to make a determination, an explanation **is required** for the following items:

- a. How do the physical surroundings (i.e. shape, topographical conditions, etc.) hinder the applicant from complying with the full extent of the ordinance or impose a hardship beyond a mere inconvenience?

1. *Placing the garage in the back yard of the property would place it in a FEMA flood zone (See attached sheet)*
2. *Placing the garage in the back yard of the property would place it in an area that has flooded recently in 2016 (See attached photos).*
3. *There is insufficient room between the house and the lake to place the garage in the back yard.*
4. *Placing the garage in the side yard would still be in the flood area*
5. *Placing the garage in the side yard would be an eye sore to my eastern neighbor.*

- b. Describe how the granting of a variance **WILL NOT** negatively impact the health, safety, and welfare of the general public in the immediate area **OR** disrupt the essential character of the neighborhood.

1. *Placing the garage in the proposed location would put it about 130 feet from the road. The view from the road is obscured by several large bushes and trees.*
2. *The view of the garage is obscured from my western neighbor is obscured by a row of bushes and trees along the fence line.*
3. *The view of the garage from my eastern neighbor is obscured by several large trees.*
4. *The garage will be colored in neutral colors, tan and burgundy.*
5. *There is already a large conspicuous detached garage in the front yard of a lot approximately 4 lots down the road.*

**NOTE:** Both dwellings existed before the area was zoned R-1 in 1957.



City of Shreveport | Caddo Parish

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### LAND USE APPLICATION FOR ZONING BOARD OF APPEALS

#### 9. CONTACT INFORMATION

#### IMPORTANT NOTE ABOUT PROJECT CONTACT

If property owner designates an agent as the coordinator for the project, this person (the applicant) shall attend all necessary meetings and public hearings, will receive the agenda, recommendations, and case reports, and will communicate all case information to other parties as required. **All contact for this project will be made through the applicant listed below unless otherwise noted in the checked "Primary Contact" box. NAME, ADDRESS, AND SIGNATURE OF ALL PROPERTY OWNERS:** ALL property owners must sign. All **property owners** must sign unless one person has the power of attorney to sign for others and that power of attorney is submitted with the application. A managing partner in a corporation may sign and submit written authorization. **If in business name or corporation, list all persons owning 6% or more. Attach separate sheet if necessary.**

#### APPLICANT CONTACT INFORMATION:

if Primary Contact

Name: \_\_\_ Company: \_\_\_ E-mail: \_\_\_ Phone: \_\_\_ Fax: \_\_\_

Address: 11170 Magnolia Glen

City: Shreveport

State: LA

Zip: 71106

*dswhwheeler777@gmail.com*  
*318-393-~~6540~~*  
*6541*

Check

#### ARCHITECT CONTACT INFORMATION:

if Primary Contact

Name: \_\_\_ Company: \_\_\_ E-mail: \_\_\_ Phone: \_\_\_ Fax: \_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Check

#### ENGINEER CONTACT INFORMATION:

if Primary Contact

Name: \_\_\_ Company: \_\_\_ E-mail: \_\_\_ Phone: \_\_\_ Fax: \_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Check

#### CURRENT PROPERTY OWNER CONTACT INFORMATION:

Check if Primary Contact

Name: \_\_\_ Company: \_\_\_ E-mail: \_\_\_ Phone: \_\_\_ Fax: \_\_\_

Address: Same as above

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Designee Contact Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone

Number: \_\_\_\_\_

#### PROPERTY OWNER, CHECK ONE OF THE FOLLOWING:

X I will represent the application myself; OR  I hereby designate

\_\_\_\_\_ (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this request. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this request.



City of Shreveport | Caddo Parish

**Metropolitan Planning Commission**

**UDC Caddo Parish**  
Revised July 8, 2021

**Land Development**


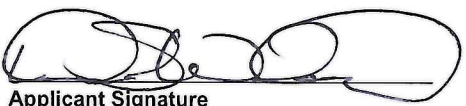
505 Travis Street | Suite 440 |  
Shreveport, LA | 71101

318-673-6480 | fax 318-673-6461

### LAND USE APPLICATION FOR ZONING BOARD OF APPEALS

**ACKNOWLEDGEMENT:**

I hereby certify that I am the owner of the property and further certify that the information regarding property ownership provided on this development application is true and correct.

	_____		_____
<b>Property Owner Signature</b>	<b>May 17, 2022</b> <b>Date</b>	<b>Applicant Signature</b>	<b>May 17, 2022</b> <b>Date</b>



**CADDO PARISH PLANNING AND ZONING COMMISSION**

Office of the MPC | 505 Travis Street, Suite 440 | Shreveport, LA 71101 | 318-643-6480 | shreveportcaddompc.com

**PZC PUBLIC HEARING – June 22, 2022  
MEETING NOTICE AND AGENDA**

**DATE:** Wednesday, June 22, 2022  
**TIME:** 3:00 p.m.  
**LOCATION:** Government Plaza Chamber  
505 Travis Street  
Shreveport, LA 71101

1. **Work Session** (The PZC will meet in the MPC Conference Room on June 22, 2022 at 1:30 PM prior to the regularly scheduled meeting)
2. **Open Meeting** (*Meeting is being recorded*)
3. **Invocation**
4. **Pledge of Allegiance**
5. **Opening Remarks by Chair**
6. **Approval of Minutes** – June 2, 2022

**CONSENT AGENDA**

7. [CASE NUMBER 22-2-SP CONSENT-MINOR SUBDIVISION](#)

[Interactive Map](#)

**PLANNER:** Ben Koby  
**Parish Commission District:** 9/ Atkins

Applicant: **Polaris Services, L.L.C.**  
 Owner: Kenneth and Laurie Buford  
 Location: TBD Overton Brooks Road (south side of Overton Brooks Rd., approx. 2,354 ft. west of Norris Ferry Rd.)  
 Existing Zoning: **R-A**  
 Request: **3-Lot subdivision**  
 Proposed Use: Single Family- Residential

8. [CASE NUMBER 22-4-SP CONSENT-MINOR SUBDIVISION](#)

[Interactive Map](#)

**PLANNER:** Ben Koby  
**Parish Commission District:** 9/ Atkins

Applicant: **Savoy Granger**  
 Owner: Savoy Granger  
 Location: 9535 Powers Road (East side of Powers Rd., approx. 660 ft. south of Flournoy Lucas Rd.)  
 Existing Zoning: **R-1-7**  
 Request: **3-Lot Subdivision**  
 Proposed Use: Single-Family Residential

**SCHEDULED PUBLIC HEARINGS**

9. [CASE NUMBER 21-14-BAP APPEAL](#)

[Interactive Map](#)

**PLANNER:** Adam Bailey  
**Parish Commission District:** 12/ Epperson, Sr.

Applicant: **Testament Real Estate, LLC**  
 Owner: Testament Real Estate, LLC  
 Location: 7115 GREENWOOD RD (South side of Greenwood Rd, approx. 2,238' east of Bert Kouns Industrial Loop Expy)  
 Existing Zoning: **R-A**  
 Request: **Appeal of Zoning Administrator Decision**  
 Proposed Use: Outdoor Storage Yard

**DEFERRED AND CONTINUED FROM JUNE 2ND PUBLIC HEARING**



**CADDO PARISH PLANNING AND ZONING COMMISSION**

Office of the MPC | 505 Travis Street, Suite 440 | Shreveport, LA 71101 | 318-643-6480 | shreveportcaddompc.com

**PZC PUBLIC HEARING – June 22, 2022**

10. [CASE NUMBER 22-11-P ZONING REQUEST](#)

[Interactive Map](#)

**PLANNER:** Walter Johnson  
**Parish Commission District:** 2/ Johnson

Applicant: **Natasha Regard**  
Owner: Natasha Regard  
Location: 6956 N LAKESHORE DR (north side of the Fairlane Circle and N Lakeshore Drive T intersection)  
Existing Zoning: **R-1-7**  
Request: **R-1-7 to R-A**  
Proposed Use: Single-family residential and livestock

11. [CASE NUMBER 22-2-CAP CLOSURE & ABANDONMENT](#)

[Interactive Map](#)

**PLANNER:** Walter Johnson  
**Parish Commission District:** 11/ Lazarus

Applicant: **Caddo Parish Public Works Department**  
Owner: Caddo Parish Public Works Department  
Location: Unnamed Dedication (southwest corner of Keithville-Kingston Road and Mansfield Road)  
Existing Zoning: **I-1**  
Request: **Closure and Abandonment**  
Proposed Use: Light Industrial Uses

12. [CASE NUMBER 22-3-SP PRELIMINARY PLAT](#)

[Interactive Map](#)

**PLANNER:** Emily Trant  
**Parish Commission District:** 2/ Johnson

Applicant: **Falcon Bay, LLC**  
Owner: Falcon Bay, LLC  
Location: TBD Old Mooringsport Road (north side of Old Mooringsport Rd., approx. 2,350 ft. east of N Market St.)  
Existing Zoning: **R-A**  
Request: **Major Subdivision**  
Proposed Use: 279-Lot Single-Family Residential Subdivision

13. [CASE NUMBER 22-3-BAP VARIANCE](#)

[Interactive Map](#)

**PLANNER:** Emily Trant  
**Parish Commission District:** 2/ Johnson

Applicant: **Dana Wheeler**  
Owner: Dana Wheeler  
Location: 5247 NORFOLK RD (West end of Norfolk Rd.)  
Existing Zoning: **R-1-7**  
Request: **Yard Variance**  
Proposed Use: Detached Garage

14. [CASE NUMBER 22-1-CTAP CODE TEXT AMENDMENT](#)

**PLANNER:** Adam Bailey  
**Parish Commission District:** N/A

Applicant: **Caddo Planning and Zoning Commission**  
Request: **Code Text Amendments to the Caddo Parish UDC**

—end of public hearing—

- 
- 15. **Old Business**
    - Committee Chair Reports
  - 16. **New Business**
    - Research
  - 17. **Other Matters to be Reviewed by the Commission**
    - Director’s Report
    - Public Comments
  - 18. **Chair / Board Member’s Comments**
  - 19. **Adjournment**

Caddo Parish Planning and Zoning Commission  
Attention: Appeal Board

Re: Case 22-3 BAP  
Dana Wheeler  
5247 Norfolk Rd.

Dear Board Members:

I am contacting you in regards to the above referenced case. I am requesting you deny this extreme over reach that will devalue my property. Please see attached memo from Lisa Hargrove of Caldwell Banker Realty.

I am not only requesting that you deny Mr. Wheeler the right to put this building on my property line, I am going to request you deny him to put a building anywhere of this size on his property. My house sets and faces northeasterly which would mean this building would be directly in front of my dining room and den windows. Mr. Wheeler makes the statement that the vegetation and trees would block the view from my house, this is ridiculous. There is a catamaran sitting right there, a wooden building plus numerous piles of wood that can be viewed from my property now.

Mr. Wheeler is obviously unaware that in the fall and winter months leaves fall off the trees leaving a completely exposed building. Also, Mr. Wheeler needs to be aware that vegetation and deteriorated trees are now falling across the fence line and onto my property. It is not unusual for someone visiting our address to question who owns the abandoned property next door, and is it for sale? I am not only asking you to deny his application but also to give him a grace period to clean his property up and then fine him a \$1,000 a week or whatever until he does. It does nothing but provide for rats and snakes and I have grandchildren.

Any building that size would be an eye sore and not only detrimental not only to my property but to all properties. I informed Mr. Wheeler of the six properties that are attached to the cul-de-sac, no one wants the building but obviously Mr. Wheeler doesn't care what other people think. He had mentioned to me once before about putting in a wood making shop to make furniture when he retires. From looking at his drawing a single role up small door, windows and an access door, it doesn't appear that he has plans for it being a garage at all. For the record, that size building can store two Piper four seater airplanes with room to spare.

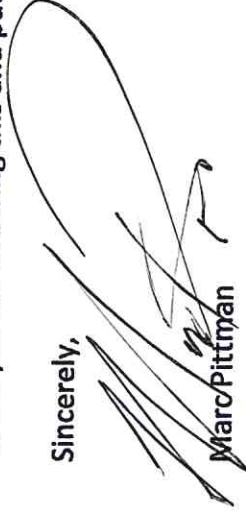
Mr. Wheeler has included a photo of his house being in a flood zone, this is misleading. None of the other five properties flood and are not required to get flood insurance. Very little of Mr. Wheeler's property floods, Mr. Wheeler's camp house sits in a hole. If he wants to put a

2

smaller building on the back on the easterly side of his lot next to Mr. Wiggins' small building, I have no problem with that. I am not aware if that area floods but if it does there is a solution, it is called dirt, the whole world is made out of it. We have included photos of the debris hanging over the fence line damaging the fence, the unkeptness of the lot with lumber lying around, fire wood, and a building already constructed in front of his house that is an eye sore and needs to be removed as well. I am also including a birds eye view of his property adjoining our property and the list of the other property owners and their address who adamantly oppose this building. Three years ago they were passing laws restricting people from having a motor home or a travel trailer in front of their property; I am asking you respectfully please do not let him put a 2,200 sf unmovable building in front of my property. I worked very long and very hard to have what I have. Its value not should be compromised by anyone. Mr. Wheeler doesn't even live at this residence, he lives in Southern Trace. Our home is our primary residence.

Thank you for resolving this and putting it to bed.

Sincerely,



Marc Pittman  
5252 Norfolk Rd.  
Shreveport, LA 71107  
(318) 458-5848

attachments

July 27, 2022



**COLDWELL BANKER**  
**GOSSLEE**

Date: July 11, 2022

To: Caddo Parish Planning and Zoning Commission  
Appeals Board

Re: Case #22-3-BAP  
Dana Wheeler  
5247 Northfolk Road

At Mr. Pittman's request at 5252 Northfolk Road, Shreveport, LA 71107, I reviewed the proposed building site, 5247 Northfolk Road, adjacent to the Pittman property. It is my opinion that the proposed 55 x 40 building would most definitely decrease the value of the Pittman property should they decide to sell. This is also my opinion that this is a commercial size building in a residential area and will not only have an adverse effect to the Pittman property but all the properties in the vicinity of this cul-de-sac.

Best Regards,

*Lisa Hargrove*

Lisa Hargrove  
Realtor  
Specializing in Luxury Residential Homes  
Coldwell Banker Gosslee  
8805 Line Avenue, Suite 100  
Shreveport, LA 71106

8805 Line Avenue, Suite 100, Shreveport, LA 71106  
800-448-1111  
www.coldwellbanker.com

TO: CADDO PARISH ZONING APPEALS BOARD

FROM: NORFOLK RD. RESIDENTS, SHREVEPORT 71107

RE: Case # 22-3-BAP  
Dana Wheeler  
5247 Norfolk Rd.

SUBJECT: Signatures of Opposing Neighbors

Wayne & Susan Waddell, 5248 Norfolk Rd.

William & Orla Pittman 5234 Norfolk Rd

[Signature] 5234 Norfolk

John Burt 5244 Norfolk

Candy Cleary, 5241 Norfolk Rd

John & Jacob Kun 5240 Norfolk Rd

(Mr. & Mrs. Dion Wiggins (elderly couple with health issues) 5245 Norfolk Rd, do not want to be involved)

Arnette & Marc Pittman 5252 Norfolk Rd.

Rip Kelpoth & Cindy 5239 Norfolk Rd.

Kristy Taylor 5242 Norfolk Rd

Wesley Allen 5242 Norfolk Rd





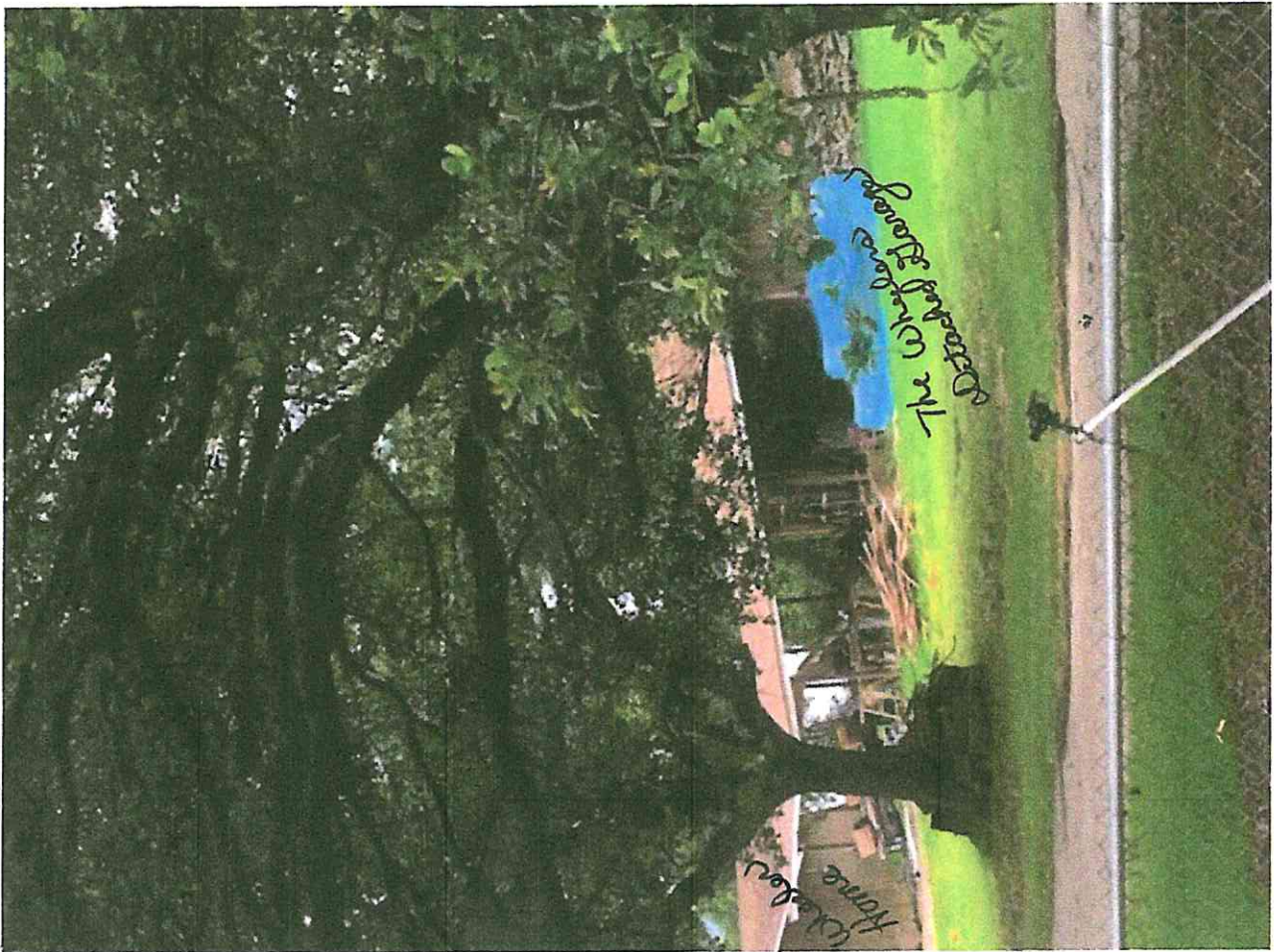


The Pitman's  
 →

The detached garage  
 →

Proposed Bldg. site  
 X

Front of driveway  
 →





Pittman House



not getting into Pittman  
into fence into Pittman  
yard collapsing fence.

IMG\_3925.jpg

6/22/22, 12:34 PM

Tullahoma yard.

IMG\_3924.jpg

Wheders tree falling onto fence into Pittman

10



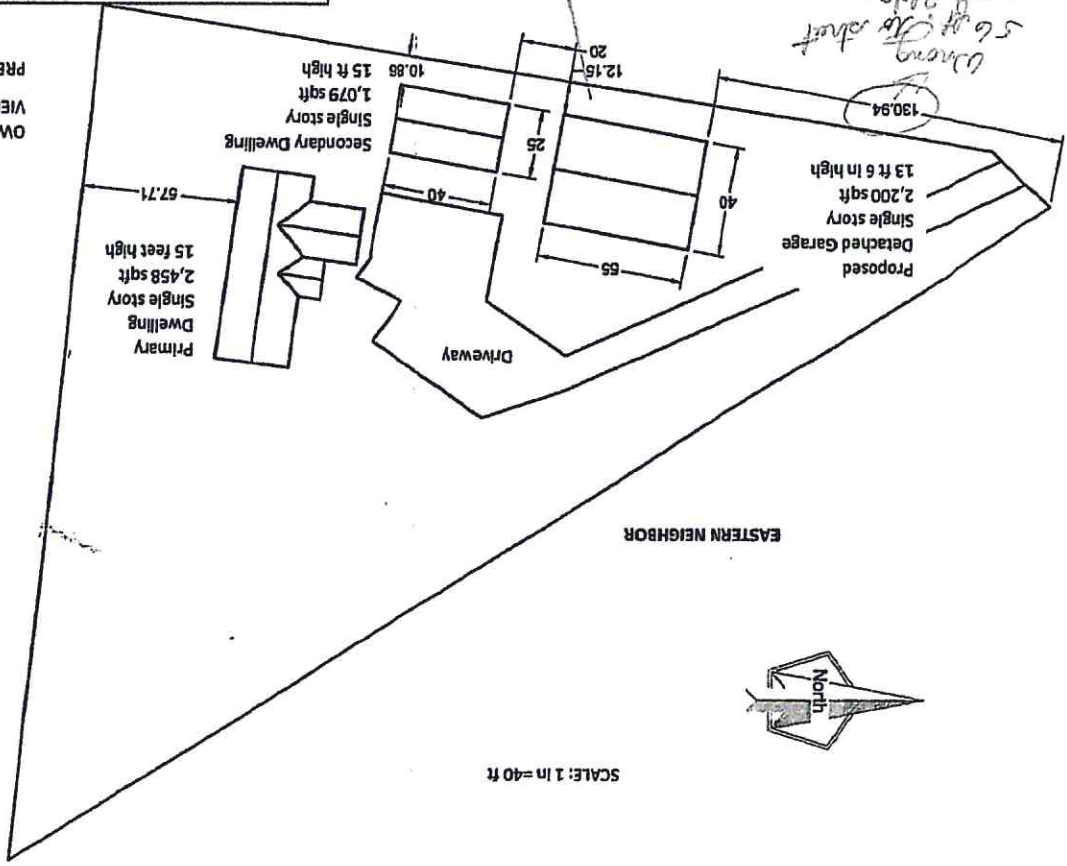


Wheeler's Garage  
Un-maintained -  
Approximately 30 ft.  
from Pittman's house

5247 Norfolk Rd. Detached Garage Yard Variance Request  
 181525-3-18  
 1.168 ACR5-LOT 18, LAKE POINT SUB. IN SEC. 25 & 36-18-15  
 Caddo Parish Shreveport LA 71107

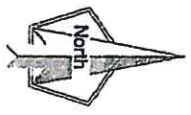
OWNER: WHEELER, DANA AND  
 VEN THI HUYNH WHEELER  
 PREPARER: Dana Wheeler

CROSS LAKE

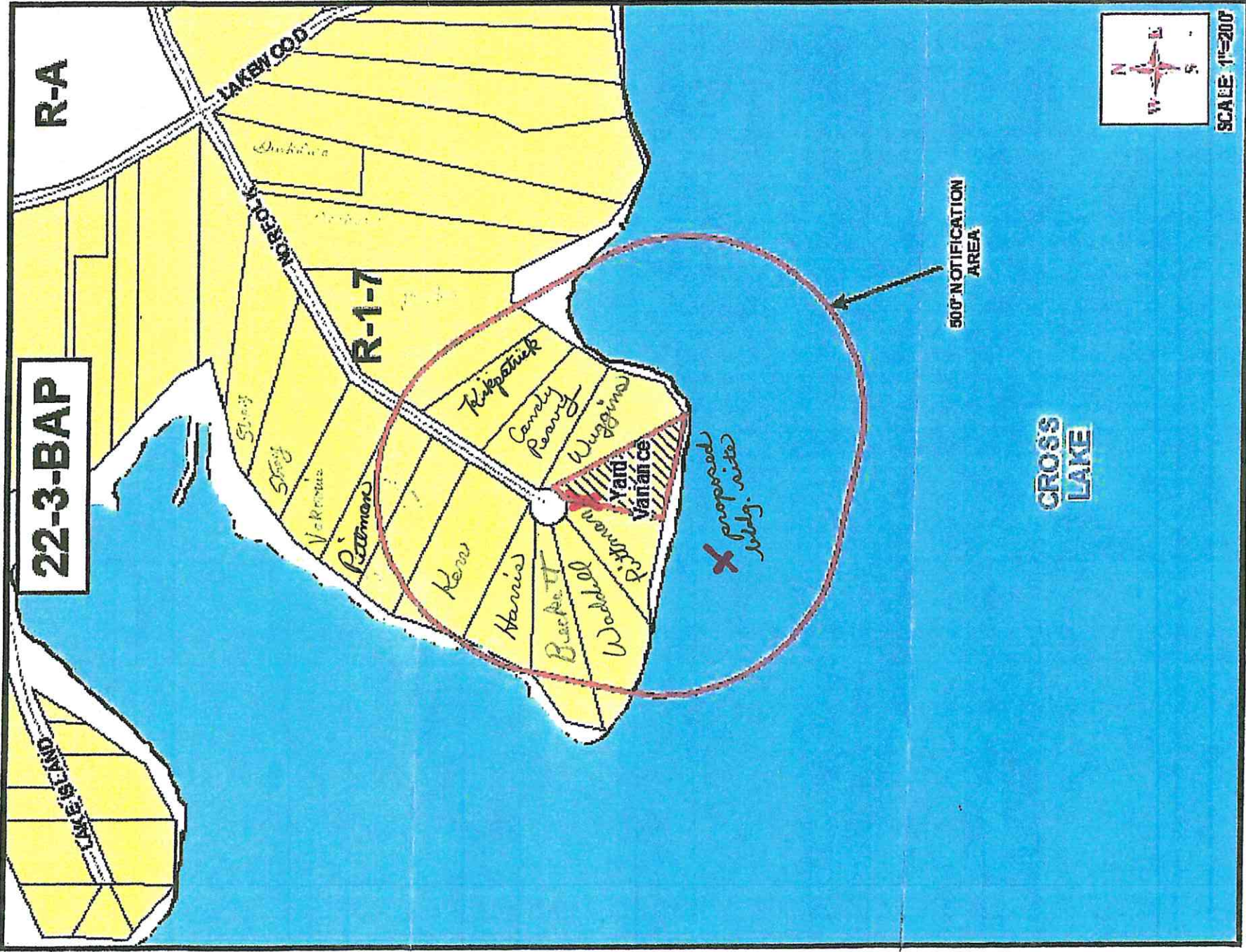


6.3 ft from Dining Room (Edmonson)

5.6 ft from street  
 Dining Room



SCALE: 1 in = 40 ft



## Jeff Everson

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**From:** Dana Wheeler <dswheeler777@gmail.com>  
**Sent:** Monday, June 27, 2022 10:11 PM  
**To:** Jeff Everson  
**Subject:** Appeal of denial of Yard Variance

Mr. Everson

I would like to appeal the denial of yard variance from agenda item 13 at the June 22 meeting of the MPC.

Thank You

Dana S. Wheeler

APPEAL TO DENIAL OF YARD VARIANCE- CADDO PARISH PLANNING AND ZONING COMMISSION  
CASE # 22-3-BAP

I am making this appeal of the Caddo Parish PZC ruling based on two reasons:

1. Through unfortunate circumstances neither I nor miss Emily Trant were able to attend the public meeting to refute Mr. Pittman's statements. I am an anesthesiologist and a case went much longer than anticipated and I cannot leave a patient that is under general anesthesia. Miss Trant, who had personally viewed the property and proposed building site and supported the proposed building site, was home with an illness.
2. Mr. Pittman's suggestion as to where I should build my shop are impractical and would be an unreasonable burden to my eastern neighbors, the Wiggins.

Also, I am reducing the building size by 30% from 55'x45' (2200 sqft) to 45'x35' (1575 sqft).

Mr. Pittman's suggestion of building my shop along the eastern border of my property is impractical for 4 reasons.

1. It would obstruct a large part of my eastern neighbors, the Wiggins, view of the lake. Building on my proposed site would not obstruct Mr. Pittman's view or use of the lake. Please see attached images.
2. The building would be clearly visible from the road. My proposed building site is behind foliage and multiple trees largely obscuring it from the public road.
3. It would prevent us from using our boat launch hindering our use and enjoyment of the lake.
4. While it is possible to pour enough dirt to no longer risk flooding the structure, rainwater has to go somewhere and some of it would run toward our existing structure greatly increasing the risk of flooding it.

The purpose of having property on Cross Lake is to enjoy the view of the lake and to enjoy water activities. That is why all detached buildings in the neighborhood are built in the front yards and not in the back yards or side yards by the lake.

My proposed building violates no Caddo Parish building codes and being outside of city limits is not subject to city codes. There are no HOA or covenants to violate. Furthermore, Miss Trant stated in her report to the Caddo Commission:

"The proposed location of the detached garage would be approximately 130' away from the front property line. There are several large trees and bushes in the front of the site, obscuring the site from the public right of way. Additionally, the solid fence and trees on the west side of the property obscure the structure from the westerly neighbor. A detached garage in the front yard of this site would not cause a detriment to the health, safety, and welfare of those that are in this vicinity."

I just want to build a place where I can quietly pursue my interest in my retirement years.

Sincerely,

Dana S. Wheeler

APPEAL TO DENIAL OF YARD VARIANCE- CADDO PARISH PLANNING AND ZONING COMMISSION  
CASE # 22-3-BAP

Current View from the Wiggins' yard and view if I built my shop according to Mr.  
Pittman. Building is to scale



APPEAL TO DENIAL OF YARD VARIANCE- CADDO PARISH PLANNING AND ZONING COMMISSION  
CASE # 22-3-BAP

Rendering of my shop at my proposed site. Building is to scale.



**ORDINANCE NO. 6247 OF 2022**

BY THE CADDO PARISH COMMISSION:

**AN ORDINANCE AMENDING THE BUDGETS OF ESTIMATED REVENUES AND EXPENDITURES FOR THE BUILDING MAINTENANCE FUND, CAPITAL IMPROVEMENT FUND, GENERAL FUND, OIL AND GAS FUND, PUBLIC WORKS FUND, DETENTION FACILITIES FUND, CRIMINAL JUSTICE FACILITIES FUND, HEALTH TAX FUND AND THE RIVERBOAT FUND, FOR THE YEAR 2022 TO TERMINATE COMPLETED OR LAPSED CAPITAL PROJECTS, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO**

WHEREAS, the Caddo Parish Commission maintains an on-going capital improvement program;  
and

WHEREAS, this program is funded from a variety of sources; and

WHEREAS, Section 6.07 of the Home Rule Charter provides for the termination of capital appropriations; and

WHEREAS, it is necessary to amend the budgets of several funds in order to reflect the termination of these capital appropriations.

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, hereby terminates capital appropriations identified in Attachment #1 to this ordinance and that the Budgets of Estimated Revenues and Expenditures for the Building Maintenance Fund, Capital Improvement Fund, General Fund, Criminal Justice Facilities Fund, Oil and Gas Fund, Public Works Fund, Detention Facilities Fund, Riverboat Fund and the Health Tax Fund for the year 2022 are hereby amended as follows:

<u>Line Item</u>	<u>Budget Increase (Decrease)</u>
Capital Outlay Fund:	
Capital Expenditures	\$ (1,271,978)
Transfer to Building Maintenance	2,724
Transfer to Capital Improvement Fund	7,808
Transfer to General Fund	3,465
Transfer to Criminal Justice Facilities Fund	27,433
Transfer to Oil and Gas Fund	641
Transfer to Public Works Fund	1,228,938
Transfer to Health Tax Fund	153
Transfer to Detention Facilities Fund	360
Transfer to Riverboat Fund	456
Building Maintenance:	
Transfer from Capital Outlay Fund	2,724
Capital Improvement Fund:	
Transfer from Capital Outlay Fund	7,808
General Fund:	
Transfer from Capital Outlay Fund	3,465
Criminal Justice Facilities Fund:	
Transfer from Capital Outlay Fund	27,433
Oil and Gas Fund:	
Transfer from Capital Outlay Fund	641
Public Works Fund:	
Transfer from Capital Outlay Fund	1,228,938
Health Tax Fund:	
Transfer from Capital Outlay Fund	153
Detention Facilities Fund	
Transfer from Capital Outlay Fund	360
Riverboat Fund	
Transfer from Capital Outlay Fund	456

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED, that this ordinance shall take effect upon adoption.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

**Approved as to legal form:**

\_\_\_\_\_

\_\_\_\_\_

**Parish Attorney**

**Date**

**ORDINANCE AND RESOLUTION FACT SHEET**

**CADDO PARISH COMMISSION**

<b>TITLE</b>	
ORDINANCE TO AMEND VARIOUS BUDGETS TO REFLECT TERMINATION OF CAPITAL APPROPRIATIONS  (Ordinance No. 6247 of 2022)	
<b>ORIGINATING DEPARTMENT:</b> Finance	
<b>BACKGROUND INFORMATION:</b> Budget amendment to terminate completed or lapsed capital projects and return the remaining balance on these projects to the original source of funding.  Project listing attached.	
<b>KEY STAFF CONTACT:</b> Hayley Barnett	
<b>AUTHORIZATION</b>	
Department Head	<u>Hayley B Barnett</u> Date <u>07/20/2022</u>
Legal	_____ Date _____
Parish Administrator	_____ Date _____

**PARISH OF CADDO**  
**Attachment #1 - Ordinance # of 2022**  
**2022 Project Closures**

<b>Project</b>	<b>Account#</b>	<b>Remaining Balance</b>	<b>Funding Source</b>	<b>Reason</b>
FM BICKHAM - REPLACE HVAC - 2012	490-161-66-739	6,880.00	2009 Bonds	Complete
FM JUV JUST BLDG - BLDG RENOVATIONS - 201	490-161-62-4739	928.00	2009 Bonds	Complete
		<u>7,808.00</u>		
FM BICKHAM - LIGHTING UPGRADE - 2019	490-161-66-739	1,193.00	Courthouse Maintenance	Complete
FM CCAA - RETAINING WALL - 2019	490-161-60-4739	393.00	Courthouse Maintenance	Complete
FM COURTHOUSE - BLDG RENOVATIONS -2022	490-161-61-4739	72.00	Courthouse Maintenance	Complete
FM COURTHOUSE - CARPET - 2020	490-161-61-4739	200.00	Courthouse Maintenance	Complete
FM COURTHOUSE - NETWORK UPGRADES - 202	490-161-61-4739	2.00	Courthouse Maintenance	Complete
FM COURTHOUSE - PHONE - 2020	490-161-61-4739	864.00	Courthouse Maintenance	Complete
		<u>2,724.00</u>		
CCC - ROOF REPLACE - 2011	490-161-67-4739	27,433.00	Criminal Justice Facilities	Complete
		<u>27,433.00</u>		
CCC - PLUMBING UPGRADE - 2016	490-161-67-4739	360.00	Detention Facilities	Complete
		<u>360.00</u>		
ADMINISTRATION - VEHICLE PURCH - 2016	490-131-4740	2,000.00	General Fund	Complete
FM LSU EXT - LIGHTING UPGRADE - 2016	490-161-64-4739	1,465.00	General Fund	Complete
		<u>3,465.00</u>		
ANIMALMOSQUITO - SECURITY - 2021	490-312-4739	153.00	Health Tax	Complete
		<u>153.00</u>		
ANIMALMOSQUITO - SECURITY - 2020	490-312-4739	131.00	Oil and Gas	Complete
CCC - LOBBY - 2020	490-161-67-4739	217.00	Oil and Gas	Complete
CCC - SECURITY UPGRADE - 2021	490-161-67-4739	293.00	Oil and Gas	Complete
		<u>641.00</u>		
FM COURTHOUSE - WAREHOUSE PARK	490-161-61-4739	2,815.00	Public Works	Complete
ROAD AND BRIDGE - EQUIP PURCH - 2020	490-441-31-4743	1,937.00	Public Works	Complete
ROAD AND BRIDGE - HEAVY EQUIP PCH - 2019	490-441-31-4741	32,432.00	Public Works	Complete
ROAD AND BRIDGE - ROAD WIDENING - 2020	490-441-31-4721	127,936.00	Public Works	Complete
ROAD AND BRIDGE - SOUTHERN LOOP - 2018	490-441-31-4721	100,000.00	Public Works	Complete
ROAD AND BRIDGE - TYSON WATER - 2018	490-441-31-4728	55,608.00	Public Works	Complete
DRAINAGE - LINWOOD AVE BRG -2019	490-441-30-4722	881,667.00	Public Works	Complete
DRAINAGE - PINE HILL RD BRG - 2019	490-441-30-4722	26,543.00	Public Works	Complete
		<u>1,228,938.00</u>		
FM JUV JUST BLDG - EQUIP PURCH - 2012	490-161-62-4743	456.00	Riverboat	Complete
		<u>456.00</u>		
		<u>1,271,978.00</u>		

**ORDINANCE NO. 6248 OF 2022**

BY THE CADDO PARISH COMMISSION:

**AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE OIL AND GAS FUND FOR THE YEAR 2022 TO PROVIDE AN APPROPRIATION FOR RELOCATION ASSISTANCE AND TO OTHERWISE PROVIDE WITH RESPECT THERETO**

WHEREAS, many citizens in Caddo Parish require relocation assistance due to substandard housing conditions, homelessness, or to escape a domestic violence situation; and

WHEREAS, many citizens are unable to pay the costs associated with relocating to a new home causing them to remain in unsustainable living conditions; and

WHEREAS, citizens requiring relocation assistance, need help with security deposits, first month rent, and/or moving expenses; and

WHEREAS, the Caddo Parish Commission would like to appropriate up to \$36,000 to help citizens relocate to a new living arrangement due to unsafe and/or unsanitary living conditions, homelessness, to leave a domestic violence situation, or other verifiable reason for needing relocation assistance; and

WHEREAS, the relocation assistance would be limited to a maximum of \$1,200 per family; and

WHEREAS, households receiving assistance must have a current monthly gross income or 2021 annual gross income of no more than 80% of the area median income; and

WHEREAS, the relocation funds cannot duplicate funding already received from another funding source; and

WHEREAS, Caddo Parish would contract with the Providence House to assist with the relocation assistance, given these agencies are experienced in assisting persons with relocation needs; and

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, that the Budget of Estimated Revenues and Expenditures for the Oil and Gas Fund for the year 2022 is hereby amended as follows:

	<u>Budget Increase (Decrease)</u>
<u>Oil and Gas Fund</u>	
Relocation Assistance	
Providence House	\$ 36,000
Fund Balance	(\$ 36,000)

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED, that this ordinance shall take effect upon adoption.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form:

\_\_\_\_\_  
Parish Attorney

\_\_\_\_\_  
Date

**ORDINANCE AND RESOLUTION AUTHORIZATION FORM**

**CADDO PARISH COMMISSION**

**TITLE**

ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE OIL AND GAS FUND FOR THE YEAR 2022 TO PROVIDE AN APPROPRIATION FOR RELOCATION ASSISTANCE AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

**(Ordinance No. 6248 of 2022)**

**ORIGINATING DEPARTMENT:** Commissioner Stormy Gage-Watts

**BACKGROUND INFORMATION:** Amending the budget of Estimated Revenues and Expenditures for the Oil and Gas Fund to provide an appropriation to Providence House in the amount of \$36,000 for relocation assistance to Caddo Parish citizens.

**KEY STAFF CONTACT:** Hayley Barnett

**AUTHORIZATION**

Department Head Hayley Barnett Date 07/26/2022

Legal \_\_\_\_\_ Date \_\_\_\_\_

Parish Administrator \_\_\_\_\_ Date \_\_\_\_\_

**ORDINANCE NO. 6249 of 2022**

BY THE CADDO PARISH COMMISSION:

**AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE CAPITAL OUTLAY FUND AND THE OIL AND GAS FUND FOR THE YEAR 2022 TO PROVIDE AN APPROPRIATION FOR THE CONSTRUCTION OF A RONALD MCDONALD HOUSE AND TO OTHERWISE PROVIDE WITH RESPECT THERETO**

WHEREAS, the Ronald McDonald House Charities Arkansas (RMHCA) engaged the University of Arkansas Clinton School of Public Service graduate program to conduct research in Shreveport/Caddo Parish to determine the need of a Ronald McDonald House; and

WHEREAS, the findings of the research overwhelmingly highlighted the need for housing to facilitate access to healthcare of infants and children; and

WHEREAS, the RMHCA board has made the Ronald McDonald House of Northwest Louisiana a top priority; and

WHEREAS, the economic study for the Ronald McDonald House indicates an annual economic- impacts of \$1.8 million a year; and

WHEREAS, the Caddo Parish Commission would like to appropriate funds for the Ronald McDonald House of Northwest Louisiana not to exceed \$167,000 per year for three years, contingent on monies being raised to support the project from private, non-public resources;

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, that Budget of Estimated Revenues and Expenditures for the Capital Outlay Fund and the Oil and Gas Fund for the year 2022 is hereby amended as follows:

	<u>Budget Increase (Decrease)</u>
<u>Capital Outlay Fund</u>	
Ronald McDonald House	\$167,000
Transfer from Oil and Gas Fund	\$167,000
<u>Oil and Gas Fund</u>	
Transfer to Capital Outlay Fund	\$167,000
Fund Balance	(\$167,000)

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED, that this ordinance shall take effect upon adoption.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

**Approved as to legal form:**

\_\_\_\_\_  
**Parish Attorney**

\_\_\_\_\_  
**Date**





Ronald McDonald  
House Charities®  
Arkansas

1501 W. 10th Street, Little Rock, AR 72202  
Celebrating **40 Years** of Serving Families  
rmhcarkansas.org | @rmhcarkansas  
501.374.1956 | Keeping Families Close®

## A RONALD MCDONALD HOUSE® FOR NORTHWEST LOUISIANA

### Meet Liam



Born prematurely in Shreveport, Liam was **diagnosed with kidney failure** and spent 55 days in the NICU.

"We were there every day, but the daily round-trip drive, and **being away from our 7-year-old daughter** was so difficult.



RMHC®

We were overwhelmed when Liam was sent to Dallas for dialysis. Worried for him and our finances. **It was almost more than we could bear.**

We were relieved to learn we could stay as long as needed at the Ronald McDonald House for free! Everything was provided - meals, laundry, and much more. It took so much stress off us and we were able to focus all our attention on Liam.

The possibility of having a Ronald McDonald House here at home where families could be with their child would be amazing and is so needed."

**55** Nights Without A Ronald McDonald House

**At Ronald McDonald House we see families on the worst days of their lives.**

It is unimaginable to have a baby born so tiny that they are unable to leave the hospital for months, a child undergoing daily chemotherapy treatments, or one who is fighting for their life due to an unexpected critical illness or traumatic injury.

Although children and their parents are resilient - they need our help.

**Without a Ronald McDonald House, families have told us that their child wouldn't have been able to get the care they needed, or they slept in their car in the hospital parking lot because they simply couldn't afford a hotel.**

For more than 40 years, Ronald McDonald House Charities of Arkansas (RMHCA) has provided a **home away from home** for families while their child is receiving medical care treatment at any of Little Rock's hospitals - Arkansas Children's, Baptist Health Medical Center, or the University of Arkansas for Medical Sciences (UAMS).

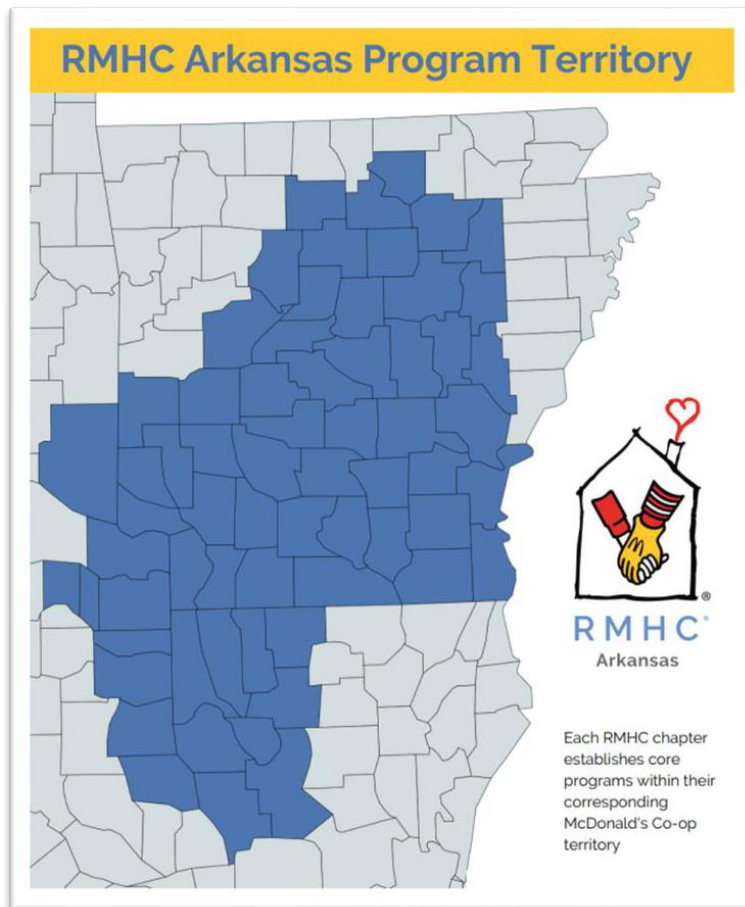
**All services provided to families are free of charge.**

**We hope to bring that same level of support to families by opening the first Ronald McDonald House in Northwest Louisiana.**

**Your financial support is needed, and we are seeking a one-time \$500,000 gift from Caddo Parish.**

Recognition benefits for a gift at this level are listed in [Attachment A](#).

## **WHY NORTHWEST LOUISIANA**



Historically RMHCA's program area has been in central Arkansas, although we serve families from all over the country and world. In 2017 that program area was expanded to include Northwest Louisiana, as well as a small portion of Northeast Texas and Southeast Oklahoma.

Subsequently, RMHCA engaged the **University of Arkansas Clinton School of Public Service graduate program** to conduct research in Shreveport/Caddo Parish to determine the need for a Ronald McDonald House program.

**Findings overwhelmingly highlighted the need for housing to facilitate access to healthcare for infants and children.**

Consistently, the medical professionals who were interviewed shared needs for housing, food, daily essentials, and transportation. **It was shared that many times families could be there for surgery but could not stay to be with their child long term.**

## A COMMUNITY LEADER'S DREAM



A highly successful and well-respected business owner, philanthropist and community leader, Roy Griggs, CEO of Griggs Enterprise, Inc. and McDonald's Owner/Operator serves on the board of RMHCA. **We are fortunate that Mr. Griggs has chosen to spearhead this effort to build the first Ronald McDonald House in Northwest Louisiana.**

Mr. Griggs said, "Bringing a Ronald McDonald House to this area has been a goal for my family for many years. Our dream has been to provide these services to Louisiana families so they can be with their child in the hospital. My hope is that our community will come together to donate

the funds needed to build this home away from home that provides families with so much more than a free place to stay. **There are 380 Ronald McDonald Houses in the world, and it is time that our community has one too."**

## PROJECT OVERVIEW

In late 2021 **RMHCA's board reviewed the Project results and labeled this new Ronald McDonald House program as a top priority for development, moving it in front of another project in Arkansas.**

Leadership reached out to Shreveport/Caddo Parish hospitals to determine interest in moving forward together. Willis-Knighton readily offered property, at no cost, for the first Ronald McDonald House that would **serve families with a child in any hospital in the community.**

The Ronald McDonald House will be a 3 or 4-story, 20,000 SF freestanding building. It will include 20 family suites, indoor and outdoor play spaces, a large kitchen and dining room, toy closet, and many other amenities including laundry rooms, daily essentials, snacks and home cooked meals.

**We will recruit the best local talent to provide day to day leadership, support, and other services for families.** With your help we hope to open this Ronald McDonald House as early as 2024 to serve families, providing top-tier comfort, family support and access to healthcare.

The initial estimate indicated overall project cost at nearly \$8,000,000, with an assumption that construction would begin in 2022. Dependent upon when adequate funding has been raised, construction costs may have risen, thus the overall project cost will likely be greater.

## ECONOMIC IMPACT

The construction and operation of a Ronald McDonald House contributes to the economic stability of the community in which it operates. A construction project of this size will have a positive financial impact. Local providers will be utilized for construction, House/family supplies. Professional and facility services will be sourced locally creating a significant economic impact. Banking relationships will be established locally as campaign funds are acquired.

**Operating 24/7/365, we estimate the annual economic impact related to operating expenses for this Ronald McDonald House will be \$640,000.** More than 50% of the operating expenses is related to salaries and benefits for the local team. The remainder will be allocated to purchased goods and services related to facility operations, family support and fundraising - purchased locally. The Ronald McDonald House will be an active partner in the community.

**Additionally, we estimate \$1,168,000 will be spent in the community by families staying at the Ronald McDonald House.** Although we provide so many things for families, we also know that they will still shop, purchase fuel, and dine out when they stay with us. We know that sometimes families need a change of scenery when their child is in crisis.

**Combined impact will equate to more than \$1,800,000 being spent in the community each year.** Detailed estimates are included in [Attachment B](#).

## Meet Molly



From Calhoun, Louisiana Molly had a normal pregnancy and delivery when the unexpected happened.



"When our daughter, Thea, was born she was unable to swallow and had to be transferred to Shreveport for emergency surgery. She had three surgeries over the course of five weeks.

I had a rough recovery and couldn't ride in the car. **It was a rollercoaster of emotions, so having a place to unwind, eat a meal, shower, and meet families going through similar situations would have meant everything. A Ronald McDonald House in this area would help so many families."**

**35** Nights Without A Ronald McDonald House

The Ronald McDonald House is built on the premise that nothing else should matter when a family is focused on the healing of their child. **When families hear the words that their child is critically ill, their lives stop instantly.**

**When a child is sick, the entire family is sick, and the Ronald McDonald House provides a soft place to land and the support and services that a family needs.**

At the Ronald McDonald House, families and children receive rest, nourishment, respite, and endless love and support.

## GOOD FOR THE COMMUNITY, GOOD FOR LOCAL ECONOMY

A Ronald McDonald House in Northwest Louisiana will positively impact families, healthcare access, and the community.

**Current data indicates 22,000 people (adults and their children) will utilize the House annually** - some will stay for only a few nights while others will stay for several weeks or months dependent upon their child's treatment. **An additional 5,400 will visit for a daytime respite from the hospital.**

The impact of a critical diagnosis for a child differs for every family. One thing we know for sure – **every day there are families from Northwest Louisiana who are unable to be at their child's bedside due to financial and transportation hardships.**

**Together we can ensure that children have their family by their side when they need them the most.**

## COMMUNITY PARTNERSHIPS

RMHCA works in tandem with the social work teams from all local hospitals treating pediatric patients. The teams refer patient families to stay at the Ronald McDonald House and continue to collaborate with our team to ensure the families have the resources they need during their stay.

We anticipate introducing several of our current in-kind donors, who also have a Louisiana location, to this new Ronald McDonald House. These valuable partnerships provide much needed items like food, clothing (for kids and moms), toys, personal care items, and more.

## Meet Brianna



A mother with a 15-month old toddler at home, a husband with a full-time job, and a baby born at 24-weeks. She spent 122 days with her newborn in the NICU.



"Each day I had to make a choice: which child would receive my attention; my tiny sick baby or my 15-month old toddler?"

How do you choose between your children? **With a Ronald McDonald House, families will not have to choose.** There must be a way for a family's support system to stay intact, otherwise, the stress and trauma multiply exponentially. The idea of a Ronald McDonald House – **I really have no words to tell you how valuable it will be. It will solve so much!**

**122** Nights Without A Ronald McDonald House

RMHCA has a history of working in tandem with area nonprofits and also provides unutilized and excess items to other nonprofits. As part of the fabric of the nonprofit community, we will continue this tradition in Louisiana.

We look forward to helping create this meaningful program for families in your community. Your financial support is greatly needed to help make this dream a reality for families with a hospitalized child.

We invite you to visit us in Little Rock for a tour of our programs, to see our family care teams in action and to experience the hospitality and support provided to families of critically ill children. All of this is made possible by generous donors, volunteers, and our dedicated team.

Thank you for your consideration of this request. Please contact us if you have questions.

Gratefully,

**Janell Mason**, CEO

[janell@rmhcarkansas.org](mailto:janell@rmhcarkansas.org)

501.374.4376 d | 501.539.0913 m

## **ATTACHMENT A: Donor Recognition (\$500,000+ Level)**

With your permission we would recognize your gift in the following manner:

- Significant naming opportunity within the Ronald McDonald House
- Significant placement on the Founding Donor Wall
- News release announcing your gift (Concurrent with public announcement of the Project, when we have obtained 60% of construction cost in cash/gift pledges)
- Recognition on all campaign materials as a lead donor
- Recognition on signage at events (announcement, groundbreaking, foundation signing, topping out, grand opening)
- Social and other media campaigns
- Other opportunities as they arise

Additionally, we will provide:

- Updates on the status of the Project's fundraising progress
- Updates on the status of construction once it begins
- VIP Tours of the House at timely intervals during construction

## ATTACHMENT B: Economic Impact

<b>ESTIMATED ECONOMIC IMPACT FOR A RONALD MCDONALD HOUSE IN SHREVEPORT /CADDO PARISH</b>				
<b>Estimated Annual Operating Expenses/Economic Impact (2024)</b>				<b>Ronald McDonald House</b>
		<b>Salaries/Benefits</b>	<b>\$ 357,270.40</b>	
		<b>Family Support</b>	<b>\$ 113,000.00</b>	
		<b>Occupancy</b>	<b>\$ 57,000.00</b>	
		<b>Operations</b>	<b>\$ 62,000.00</b>	
		<b>Fundraising</b>	<b>\$ 50,000.00</b>	
		<b>TOTAL ESTIMATED OPERATING EXPENSES</b>	<b>\$ 639,270.40</b>	
<b>2024 Estimated Commerical Economic Impact</b>				<b>RMH Shreveport/Caddo Parish</b>
<p>The commercial economic impact information provided is an intentionally conservative estimate on what RMH families' (outside) expenses could be incurred during their stay. As the goal of RMH is to provide financial relief and a climate of respite for families in need, at no expense to them, they will undoubtedly use and take advantage of the many available commercial resources the community has to offer - positively impacting and adding to the economy of the area.</p>				
		<b>Commodity</b>	<b>Calculation</b>	<b>Economic Impact Estimate</b>
<b>Factors</b>	<b>Variables</b>	<b>Meals from Commercial Businesses</b>	Est - 1 meal of 3 daily will be sought from outside business	
<b>Annual Family Stays</b>	<b>7,300 nights per year</b>		Meals sought outside businesses (B, L, and D)	
<b>Family Members Served</b>	<b>21,900</b>		Number of individuals eating one meal a day from outside business	60 individuals a day
<b>Family Day Use</b>	<b>5,400</b>		Family member seeking outside business meals daily	1 meal a day outside
			Cost of meal	\$10 cost of meal per person
			60 individuals x 1 meal x \$10 x 365 days in year	<b>TOTAL Economic Impact for Outside Dining</b>
				<b>\$219,000</b>
		<b>Fuel Purchases</b>		
		7,300 families staying throughout the year. Est - each family will purchase a conservative total of 20 gallons during their stay	20 gal x \$4.00 gal	\$80.00
			\$80.00 x 7,300 family nights	<b>TOTAL Economic Impact for Fuel Purchases</b>
				<b>\$584,000</b>
		<b>Incidental Purchases</b>		
		Incidental Shopping - it is estimated that each of the 7,300 families will spend a conservative \$50 on incidental purchases	\$50 x 7,300 family nights	<b>TOTAL Economic Impact for Outside Dining</b>
				<b>\$365,000</b>
		<b>TOTAL ESTIMATED ADDITIONAL COMMERCIAL ECONOMIC IMPACT</b>		<b>\$1,168,000</b>

**ORDINANCE NO. 6250 OF 2022**

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE TO CLOSE AND ABANDON A PORTION OF THE DEDICATION FOR AN UNNAMED ROAD IN THE PARISH OF CADDO, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, a request for the closure and abandonment of a portion of the dedication for an unnamed road has been received by the Parish of Caddo; and

WHEREAS, the Parish of Caddo has reviewed the request for the closure and abandonment of a portion of the dedication for an unnamed road and finds that portion of the unnamed road is no longer needed for Parish of Caddo public purposes; and

WHEREAS, the Parish of Caddo has reviewed the request for the closure and abandonment of a portion of the dedication for an unnamed road and finds that the closure and abandonment of a portion of the dedication for an unnamed road is in the best interest of the Parish of Caddo.

NOW, THEREFORE, BE IT ORDAINED by the Caddo Parish Commission in due, legal and regular session convened, that the closure and abandonment of a portion of the dedication for an unnamed road located in the Parish of Caddo be, and the same is hereby, closed and abandoned, and only to the extent, that said road was used as a public road; said portion of an unnamed road more specifically described as follows:

All of that portion of the dedication of an unnamed road located in the Parish of Caddo as shown in red hash marks on the attached plat marked Exhibit "A".

BE IT FURTHER ORDAINED, that a copy of this ordinance and plat marked Exhibit "A", displaying that portion of the dedication for an unnamed road to be closed and abandoned, shall be filed in the conveyance records of the Parish of Caddo.

BE IT FURTHER ORDAINED, that the property described hereinabove shall revert to the adjoining property owners or their successors, heirs or assigns subject to the reservation of an easement for utilities.

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end, the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED, that this ordinance shall become effective immediately upon adoption.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form:

---

**Parish Attorney**

---

**Date**

# ORDINANCE AND RESOLUTION FACT SHEET

## CADDO PARISH COMMISSION

TITLE	
ORDINANCE NO. 6250 OF 2022  AN ORDINANCE TO CLOSE AND ABANDON A PORTION OF THE DEDICATION FOR AN UNNAMED ROAD IN THE PARISH OF CADDO, AND OTHERWISE PROVIDING WITH RESPECT THERETO.	
DATE: 7/27/22	ORIGINATING DEPARTMENT: Public Works
BACKGROUND INFORMATION	
Caddo Parish Public Works has received a request to close and abandon a portion of the dedication for an unnamed road from the adjoining landowners.	
FINANCIAL IMPACT AND SOURCE OF FUNDING	
None	
EFFECT(S) OF PROPOSED ACTION	
Will revert this portion of the dedication to private property.	
ALTERNATIVES/STAFF RECOMMENDATION	
Approve. There is no road built on this portion of the dedication. The Planning/Zoning Board approved this request 4-0 at their June 22, 2022 meeting.	
KEY STAFF CONTACT	
Jimmy Whittington	
COORDINATION	
Department Head	(Initial)
Parish Administrator/CEO	(Initial)



**BY THE CADDO PARISH COMMISSION:**

AN ORDINANCE TO AMEND VOLUME II OF THE CODE OF ORDINANCES OF THE PARISH OF CADDO, AS AMENDED, THE CADDO PARISH UNIFIED DEVELOPMENT CODE, BY AMENDING THE ZONING OF PROPERTY LOCATED SOUTH SIDE OF MOUNT ZION ROAD, APPROXIMATELY SIX HUNDRED FEET EAST OF LINWOOD AVENUE, CADDO PARISH, LA., FROM R-A RURAL- AGRICULTURAL ZONING DISTRICT TO I-1 LIGHT INDUSTRIAL ZONING DISTRICT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

BE IT ORDAINED by the Caddo Parish Commission in due, legal and regular session convened, that Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, is hereby amended and re-enacted to read as follows, to wit:

The official Zoning Map of the Shreveport Metropolitan Planning Area of Caddo Parish, Louisiana, be amended by rezoning property located on the south side of Mount Zion Road, approximately six hundred feet east of Linwood Avenue, Caddo Parish, LA, more particularly described below, be and the same is hereby amended R-A Rural- Agricultural Zoning District To I-1 Light Industrial Zoning District:

5-.00 Acers. - Lot 185 Suburban Acres, Section 1, T16N, R14W, Caddo Parish, Louisiana

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end, the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED that this ordinance shall become effective ten (10) days after publication in the official journal.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form:

\_\_\_\_\_  
Parish Attorney

\_\_\_\_\_  
Date

**22-15-P**  
**SEALY REAL ESTATE SERVICES, LLC**

**BY THE CADDO PARISH COMMISSION:**

AN ORDINANCE TO AMEND VOLUME II OF THE CODE OF ORDINANCES OF THE PARISH OF CADDO, AS AMENDED, THE CADDO PARISH UNIFIED DEVELOPMENT CODE, BY AMENDING THE ZONING OF PROPERTY LOCATED SOUTH SIDE OF MOUNT ZION ROAD, APPROXIMATELY SIX HUNDRED FEET EAST OF LINWOOD AVENUE, CADDO PARISH, LA., FROM R-A RURAL- AGRICULTURAL ZONING DISTRICT TO I-1 LIGHT INDUSTRIAL ZONING DISTRICT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

BE IT ORDAINED by the Caddo Parish Commission in due, legal and regular session convened, that Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, is hereby amended and re-enacted to read as follows, to wit:

The official Zoning Map of the Shreveport Metropolitan Planning Area of Caddo Parish, Louisiana, be amended by rezoning property located on the south side of Mount Zion Road, approximately six hundred feet east of Linwood Avenue, Caddo Parish, LA, more particularly described below, be and the same is hereby amended R-A Rural- Agricultural Zoning District To I-1 Light Industrial Zoning District:

5-.00 Acers. - Lot 185 Suburban Acres, Section 1, T16N, R14W, Caddo Parish, Louisiana

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end, the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED that this ordinance shall become effective ten (10) days after publication in the official journal.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form:

\_\_\_\_\_  
Parish Attorney

\_\_\_\_\_  
Date

**22-15-P**  
**SEALY REAL ESTATE SERVICES, LLC**

**CC3825**

**NOTICE TO THE PUBLIC**

Notice is hereby given that the Caddo Parish Planning and Zoning Commission will hold a public hearing on Wednesday, July 27, 2022 at 3:00 p.m. in the **Government Plaza Chamber, 1st Floor, 505 Travis Street, Shreveport, LA**, for the purpose of considering the following subdivision applications &/or amendments to the Caddo Parish Unified Development Codes & the official Zoning Map for the Shreveport Metropolitan Planning Area of Caddo Parish, LA.

**CASE NO. 22-15-P ZONING REQUEST** : 0 Mt. Zion Road. Application by Sealy Real Estate Services, LLC for approval to rezone property located on the south side of Mt. Zion Rd., approx. 660 ft. east of Linwood Ave., from R-A to I-1, being more particularly described as 5-.00 Acs. - Lot 185 Suburban Acres, Section 1, T16N, R14W, Caddo Parish, Louisiana.

Alan Clarke, Executive Director  
Metropolitan Planning Commission

*draft*

**CADDO PARISH PLANNING AND ZONING BOARD  
SUMMARY MINUTES OF THE PUBLIC HEARING JULY 27, 2022**

A regularly scheduled public hearing of the Shreveport Metropolitan Planning Commission of Caddo Parish was held on Wednesday, July 27, 2022 at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. The members met in the MPC Conference Room prior to the hearing.

**Members Present**

Laura Neubert, Chairperson  
Phyllis Hart  
Damon Humphrey, Sr.  
Lauren Machive, III

**Staff Present**

Alan Clarke, Executive Director  
Adam Bailey, Community Planning & Design Manager  
Henry Bernstein, Parish Attorney's Office  
Shari Culbert, Executive Assistant  
Stephen Jean, Deputy Director  
Reginald Jordan, Zoning Administrator

**Members Absent**

None

The hearing was opened with prayer by **MR. HUMPHREY, SR.** . The Pledge of Allegiance was led by **MS. HART.**

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. Any written 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 MR. MARCHIVE, III, seconded by MR. HUMPHREY, SR., to approve the minutes of the June 22, 2022 public hearing as submitted.**

**The motion was adopted by the following 4-0 vote: Ayes: Messrs. HUMPHREYS & MARCHIVE and Meses. HART & NEUBERT Nays: NONE. Absent: NONE**

**CONSENT AGENDA**

**PUBLIC HEARING**

**CASE NO. 22-15-P ZONING REQUEST**

Applicant: **Sealy Real Estate Services, LLC**  
Owner: **MOBF - TRE Investments, LLC**  
Location: **0 Mt. Zion Road (south side of Mt. Zion Rd., approx. 660 ft. east of Linwood Ave.) of Mayo Rd.)**  
Existing Zoning: **R-A**  
Request: **R-A to I-1**  
Proposed Use: **Light Industrial - Distribution and Warehousing**

**Representative &/or support:**

**Ronald Reku 333 Texas Street Suite 1050 Shreveport, La. 71101**  
Mr. Reku spoke of his proposed use of the property.

*draft*

**Opposition:**

None

A motion was made by MR. MARCHIVE, III, seconded by MS. HART To approve the application.

The motion was adopted by the following 4-0 vote: Ayes: Messrs. HUMPHREYS & MARCHIVE and Mses. HART & NEUBERT Nays: NONE. Absent: NONE

**END OF PUBLIC HEARING**

**OLD BUSINESS**

**NEW BUSINESS**

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

**CHAIR/BOARD MEMBER'S COMMENTS**

**ADJOURN 3:22 p.m.**

\_\_\_\_\_  
**Laura Neubert, Chair**

\_\_\_\_\_  
**Secretary**



STAFF REPORT

JULY 27, 2022

AGENDA ITEM NUMBER: 7

MPC Staff Member: Emily Trant

Parish Commission District: 10/Mario Chavez

**CASE NUMBER 22-15-P: ZONING REQUEST**

**APPLICANT:** SEALY REAL ESTATE SERVICES, LLC  
**OWNER:** MOBF - TRE Investments, LLC  
**LOCATION:** 0 Mt. Zion Road (south side of Mt. Zion Rd., approx. 660 ft. east of Linwood Ave.)  
**EXISTING ZONING:** R-A, Rural Agriculture  
**REQUEST:** R-A to I-1  
**PROPOSED USE:** Light Industrial - Distribution and Warehousing

**DESCRIPTION:** The applicant is requesting to rezone approximately 5 acres of undeveloped land from R-A, Rural Agriculture to I-1, Light Industrial for industrial distribution and warehousing purposes. The properties on the east and west side of the subject site are zoned I-1 and used for industrial warehousing and outdoor storage; the vacant properties north and west are zoned R-A.

There are no prior cases for this site. Nearby relevant cases include:

- P-13-77, P-19-85 & C-17-10 – Rezoning approval from R-A to I-1.
- P-8-91 – Rezoning approval from R-A to I-1-E (Light Industrial, Extended Use).
- P-1-96, P-47-04 & P-1-05 – Rezoning approval from R-A to I-2 (Heavy Industrial).
- P-7-11 – Rezoning approval from R-MHP to I-1.

Nearby neighborhoods include: Cedar Grove, Hyde Park, Solo Hood, Southern Hills, Suburban Acres, West Cedar Grove.

**REMARKS:** Rezoning from R-A to I-1 is requested for the purpose of a distribution and warehousing development. The permitted uses would not be substantially different than what is already allowed in the vicinity. As stated in Article 4.5 of the Unified Development Code (UDC), I-1 is defined as "The purpose of the I-1 Light Industrial Zoning District is to provide for a wide variety of light manufacturing, fabricating, processing, wholesale distributing, and warehousing uses. Light industrial uses are enclosed, low-intensity, non-nuisance light fabrication and assembly-type manufacturing, as well as office and research and development facilities with little to no outside impacts". The permitted by right uses in I-1 zoning district include *Agriculture, Animal Care Facility, Animal Shelter, Animal Shelter – Operated by Public Authority, Automated Teller Machine - Standalone, Bar, Broadcasting Facility TV/Radio - With Antennae, Broadcasting Facility TV/Radio - Without Antennae, Bus Transfer Station, Car Wash, Community Garden, Contractor Office, Day Care Center, Financial Institution, Food Truck Park - Minor, Freight Terminal, Furniture, Gas Station, Government Office, Greenhouse/Nursery - Retail, Heavy Retail, Rental, and Service, Industrial - Artisan, Industrial - Light, Industrial Design, Lodge/Meeting Hall, Micro-Brewery/Distillery/Winery, Movie Studio, Office, Parking Lot (Principal Use), Parking Structure (Principal Use), Personal Service Establishment, Public Safety Facility, Public Works Facility,*



## CADDO PARISH PLANNING AND ZONING COMMISSION

Office of the MPC | 505 Travis Street, Suite 440 | Shreveport, LA 71101 | 318-643-6480 | shreveportcaddompc.com

### STAFF REPORT

*Research and Development, Restaurant, Retail Goods Establishment, Retail Sales of Alcohol – Beer/Wine, Self-Storage Facility: Climate-Controlled, Self-Storage Facility: Outdoor, Solar Farm, Specialty Food Service, Storage Yard - Outdoor, Truck Repair, Truck Stop/Travel Center, Utility, Vehicle Dealership – Enclosed, Vehicle Dealership – With Outdoor Storage/Display, Vehicle Operation Facility, Vehicle Repair/Service– Major, Vehicle Repair/Service – Minor, Warehouse, Wholesale Establishment, Wireless Telecommunications – Attachments to Existing Structures (Other than Towers), Wireless Telecommunications – Modifications, Batch Plant/Rock Crushing, Borrow Pit, Food Truck Vendor, Temporary Contractors Office, Temporary Outdoor Entertainment, Temporary Outdoor Sales, Temporary Outdoor Storage Container.*

When determining whether a rezoning request should be granted or not, there are several standards to consider, as outlined in *Article 16.2.E. Zoning Map Amendment Approval Standards*, of the Caddo Parish UDC. The approval of a zoning map amendment is based on the balancing of these standards.

***The compatibility with the existing use and zoning of nearby property.*** The site is currently vacant; however, properties to the east and west are developed with light industrial uses such as a warehouse and outdoor storage yard, therefore the requested uses would be compatible with existing uses and zoning of nearby property.

***The extent to which the proposed amendment promotes the public health, safety, and welfare.*** Typically, it is not best practice for a residential district to be adjacent to an industrial district. The ideal zoning designation of any given location would show a gradual transition of uses that increase in density or intensity. There are mechanisms to minimize the impact of a use when a commercial or industrial district abuts a residential district, however, industrial uses are generally incompatible to those permitted in the residential districts. Approval of this request would allow for more consistent and compatible development of the site.

***The suitability of the property for the purposes for which it is presently zoned, i.e., the feasibility of developing the property in question for one or more of the uses allowed under the existing zoning classification.*** While the property *could* be used for rural agriculture uses, it would be best suited as an industrial site given the proximity to the existing industrial uses.

***The consistency of the proposed amendment with the Master Plan and any adopted land use policies.*** The Future Land Use Map of the Master Plan envisioned that this portion of Mt. Zion Road would consist of a residential medium zoning district. Rezoning requests from residential to industrial for properties in this vicinity began in the late 70s and have continued throughout the past few decades. It would be unlikely that this area will shift to residential uses now that the industrial developments have become the prominent zoning district along the south side of Mt. Zion Road.

***That the proposed amendment will benefit Caddo Parish as a whole, and not just the applicant, property owner(s), neighbors of any property under consideration, or other special interest groups, and the extent to which the proposed use would be in the public interest and would not serve solely the interest of the applicant.*** It is unclear how this request



## STAFF REPORT

would benefit Caddo Parish as a whole; however, an argument could be made that denial of this request could prevent the property from ever developing if left for residential uses, considering that a residential property located between two industrial sites is generally undesirable.

***The extent to which the proposed amendment creates nonconformities.*** The site is undeveloped; therefore, the requested rezoning would not create nonconformities.

***The trend of development, if any, in the general area of the property in question.*** As stated, there has been a notable shift from residential to industrial along this portion of Mt. Zion Road since the late 70s.

***Whether adequate public facilities are available including, but not limited to, schools, parks, police and fire protection, roads, sanitary sewers, storm sewers, and water lines, or are reasonably capable of being provided prior to the development of the uses, which would be permitted on the subject property if the amendment were adopted.*** The site is located within an established area where public facilities exist.

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### STAFF

**ASSESSMENT:** Based on the information contained in the application, and analysis of the facts of record, MPC Staff concludes that the Parish Planning and Zoning Commission is warranted to recommend approval of the rezoning request from R-A to I-1. Alternatively, based on information provided at the public hearing the PZC may:

- a. Recommend denial of the rezoning.
- b. Recommend approval for a district other than what was request by the applicant.

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**PUBLIC ASSESSMENT:** One person spoke in support. There was no opposition.

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### PZC

**RECOMMENDATION:** The board voted 4-0 to approve the application.

# 22-15-P AREA REF MAP

C-3

R-1-7

I-1

Mount.Zion

Whitener

R-A to  
I-1

INSIDE CITY LIMITS

OUTSIDE CITY LIMITS

R-A

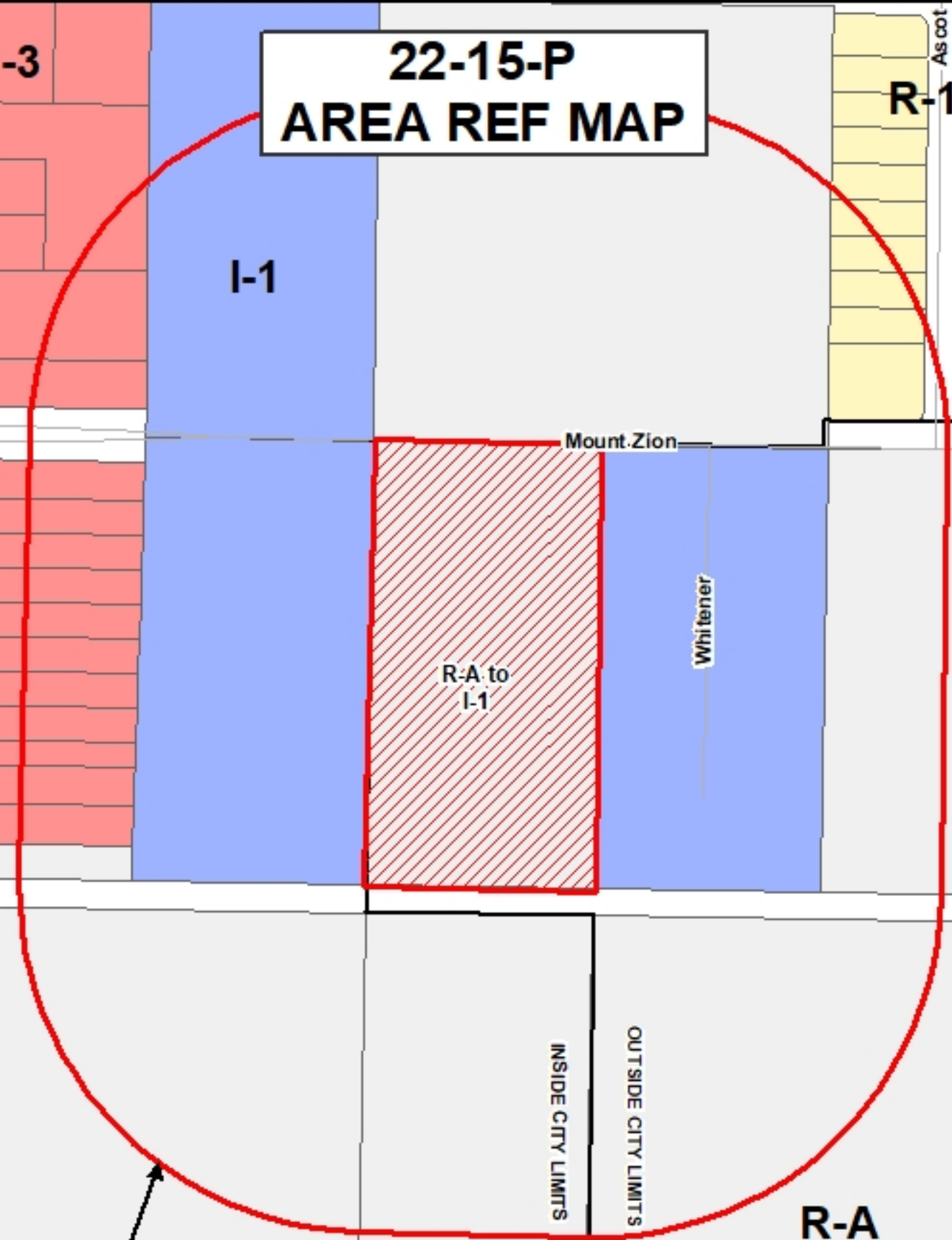
500' NOTIFICATION  
AREA



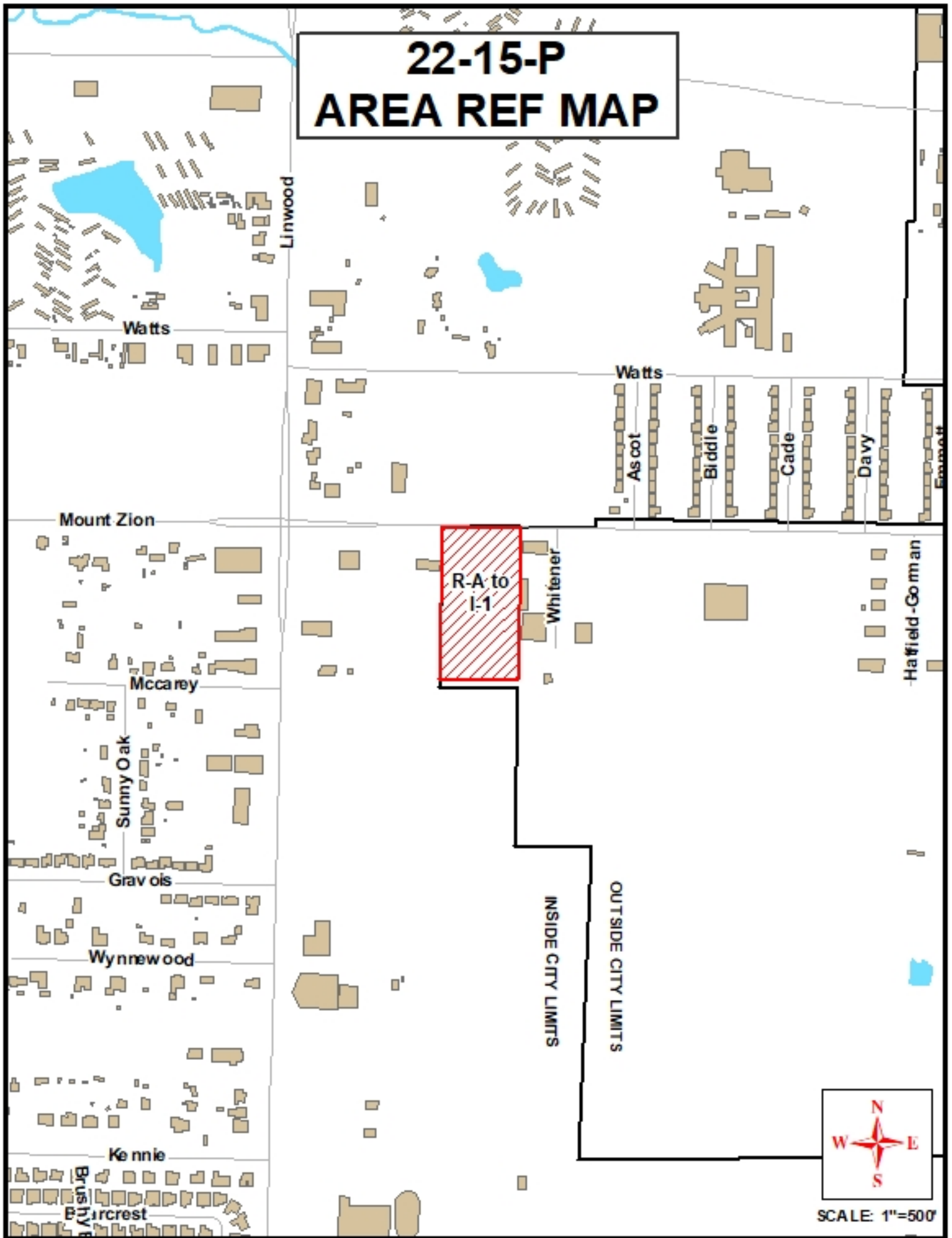
SCALE: 1"=200'

LIMWOOD

As cot



# 22-15-P AREA REF MAP



SCALE: 1"=500'



# **PUBLIC HEARING NOTICE**

**AFFECTING THIS PROPERTY**  
**FOR MORE INFO CALL: 318-673-6480**  
(from 8:00 a.m. to 5:00 p.m.)  
**VISIT:** [shreveportcaddompc.com/agendas](http://shreveportcaddompc.com/agendas)  
**EMAIL:** [info@shreveportcaddompc.com](mailto:info@shreveportcaddompc.com)  
**DO NOT REMOVE SIGN UNTIL AFTER THE HEARING**







**Land Development**

505 Travis Street | Suite 440 | Shreveport, LA | 71101  
 318-673-6480 | fax 318-673-6461

**UDC DEVELOPMENT APPLICATION**

*The following application is required for all properties within the MPC's five-mile Caddo Parish Planning Limits. Members of the MPC's Land Development department are available to outline the development review process, verify submittal requirements and identify UDC requirements specific to all development requests.*

**DO NOT WRITE IN THIS AREA-OFFICIAL USE ONLY**

Date: \_\_\_\_\_ Planner: \_\_\_\_\_ Case No: \_\_\_\_\_ Application Fee: \_\_\_\_\_

**1. PROPERTY INFORMATION**

<b>Project Name:</b>	<b>Associated Case:</b>
<b>Project Address/Location:</b> 0 Mt. Zion Road, Shreveport, LA 71106	
<b>Current Zoning District:</b> R-A	<b>Proposed Zoning District (if applicable):</b> I-1
<b>Parcel Number(s):</b> 161401-007-0185-00	

**2. CASE TYPE**

<input checked="" type="checkbox"/> Zoning Map Amendment (Rezoning)	<input type="checkbox"/> Planned Unit Development (PUD)	<input type="checkbox"/> Public Right-of-Way Closure and Abandonment
<input type="checkbox"/> Special Use Permit	<input type="checkbox"/> Zoning Map Amendment and Preliminary Site Plan	<input type="checkbox"/> Site Plan Approval
<input type="checkbox"/> Preliminary & Final Plat (7 or more lots)	<input type="checkbox"/> PUD Site Plan (Administrative)	<input type="checkbox"/> Site Plan Revision
<input type="checkbox"/> Final Plat (Less than 7 lots)	<input type="checkbox"/> Small Planned Unit Development (SPUD)	<input type="checkbox"/> Site Plan Modification
<input type="checkbox"/> Re-Plat	<input type="checkbox"/> Zoning Map Amendment and Site Plan	<input type="checkbox"/> Other: _____

**3. PARCEL DESCRIPTION**

*(existing platted subdivision name, block and lot designation; if un-platted, provide a detailed metes and bounds description)*

5.00 ACS. - LOT 185 SUBURBAN ACRES, 161401-7-185.

**4. GENERAL LOCATION OF PROPERTY**

*(street address and/or frontage, and distance to cross street)*

0 MOUNT ZION RD; South side fronting Mt. Zion Rd, East of Linwood Avenue, West of Whitener Lane

**5. PROPOSED USE OF THE PROPERTY**

Single-Family Residential    Multi-Family Residential    Mixed-Use    Townhouse Residential    Duplex Residential    Commercial    Industrial

*Provide a brief explanation, attach additional sheets, if necessary*

Future industrial development for distribution and warehousing

**Land Development**

505 Travis Street | Suite 440 | Shreveport, LA | 71101  
 318-673-6480 | fax 318-673-6461

**UDC DEVELOPMENT APPLICATION**

6. ZONING INFORMATION		7. BUILDING INFORMATION	
Current Zoning District(s): R-A	Proposed Zoning District(s): I-1	Proposed Building Use(s):	
If more than one district, provide the acreage of each:		Existing Building(s) sq. ft. gross: 0	
Special Purpose Overlay District (if applicable):		Proposed Building(s) sq. ft. gross:	
Total Site Acres: 5 acres		Total sq. ft. gross (existing & proposed):	
Off-Street Parking Required:		Proposed height of building(s):	Number of stories:
Off-Street Parking Provided:		Ceiling height of First Floor:	
8. DIMENSIONAL STANDARDS			
Lot Area (square footage): 217,800		Lot Coverage (Total Area in square feet):	
Lot Coverage Percentage of Total Lot Area:			
9. STORMWATER INFORMATION			
Existing Impervious Surface: 0	acres/square feet	Hazard Flood Area	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Proposed Impervious Surface:	acres/square feet	Red River	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Cross Lake Watershed	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Wetlands	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**Land Development**

505 Travis Street | Suite 440 | Shreveport, LA | 71101  
 318-673-6480 | fax 318-673-6461

**UDC DEVELOPMENT APPLICATION**

10. CONTACT INFORMATION			
<b>IMPORTANT NOTE ABOUT PROJECT CONTACT</b>	If property owner designates an agent as the coordinator for the project, this person (the applicant) shall attend all necessary meetings and public hearings, will receive the agenda, recommendations, and case reports, and will communicate all case information to other parties as required. <b>All contact for this project will be made through the applicant listed below.</b>		
<b>NAME, ADDRESS, AND SIGNATURE OF ALL PROPERTY OWNERS:</b> ALL property owners must sign. All <u>property owners</u> must sign unless one person has the power of attorney to sign for others and that power of attorney is submitted with the application. A managing partner in a corporation may sign and submit written authorization. <u>If in business name or corporation, list all persons owning 6% or more. Attach separate sheet if necessary.</u>			
<b>APPLICANT CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input checked="" type="checkbox"/></span>			
Name: <u>Roland Ricou</u> Company: <u>Sealy Real Estate Services, LLC</u> E-mail: <u>RolandR@sealynet.com</u> Phone: <u>318-698-1109</u> Fax: _____ Address: <u>333 Texas Street, Suite 1050</u> City: <u>Shreveport</u> State: <u>LA</u> Zip: <u>71101</u>			
<b>ARCHITECT CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span>			
Name: _____ Company: _____ E-mail: _____ Phone: _____ Fax: _____ Address: _____ City: _____ State: _____ Zip: _____			
<b>ENGINEER CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span>			
Name: _____ Company: _____ E-mail: _____ Phone: _____ Fax: _____ Address: _____ City: _____ State: _____ Zip: _____			
<b>CURRENT PROPERTY OWNER CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span>			
Name: <u>Marshall Ferrell</u> Company: <u>MOBF - TRF Investments, LLC</u> E-mail: <u>marshall.ferrell@csp.supply</u> Phone: _____ Fax: _____ Address: <u>6320 Querbes Drive</u> City: <u>Shreveport</u> State: <u>LA</u> Zip: <u>71106</u> Designee Contact Name: <u>Roland Ricou</u> Email Address: <u>RolandR@sealynet.com</u> Phone Number: <u>318-698-1109</u>			
<b>PROPERTY OWNER, CHECK ONE OF THE FOLLOWING:</b> ___ I will represent the application myself; OR <u>X</u> I hereby designate <u>Roland Ricou</u> <span style="float: right;">(name of project representative)</span> to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this request. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this request.			
<b>ACKNOWLEDGEMENT:</b> I hereby certify that I am the owner of the property and further certify that the information regarding property ownership provided on this development application is true and correct.			
 _____ Property Owner Signature	<u>6.22.2022</u> _____ Date	 _____ Applicant Signature	<u>6/22/22</u> _____ Date

**ORDINANCE NO. 6251 OF 2022**

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE TO AMEND ORDINANCE NO. 6200 OF 2022, RELATIVE TO A PARISH PLANNING AND ZONING COMMISSION, TO PROVIDE FOR ITS PERMANENT STATUS AND MEMBERSHIP, TO PROVIDE FOR ITS AUTHORITY, TO REMOVE THE TERMINATION DATE; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, Act 294 of 2020 removed Caddo Parish from the Shreveport Caddo Metropolitan Planning Commission effective January 1, 2022;

WHEREAS, Article VI, Section 17 authorizes local governments to adopt regulations for land use and zoning;

WHEREAS, that section also authorizes creation of commissions to implement those regulations;

WHEREAS, Article VI, Section 5 provides for the adoption of home rule charters by local governments and the exercise by such home rule charter governments of all powers and functions not denied them by the constitution or by general state law and of all powers and functions granted to local governmental subdivisions by other provisions of the Constitution;

WHEREAS, the state statutes regarding planning and zoning by local governments provide for the establishment of a planning and zoning commission with between five and nine members;

WHEREAS, Ordinance No. 6200 of 2022 established a temporary Parish Planning and Zoning Commission with a termination date of June 30, 2022 or until zoning issues are resolved;

WHEREAS, the Caddo Parish Commission believes it necessary to provide for the continued existence and effectiveness of the Planning and Zoning Commission; and

WHEREAS, the Caddo Parish Commission wishes to remove the termination date from the planning and zoning commission established by Ordinance No. 6200 of 2022.

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, that Ordinance No. 6200 of 2022 is amended as follows:

“NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, that the Caddo Parish Planning and Zoning Commission is hereby created as provided herein.

BE IT FURTHER ORDAINED, that the Caddo Parish Planning and Zoning Commission shall consist of five six members ~~selected from the names that have been submitted to the Caddo Parish Commission as of February 14, 2022~~

appointed by the Parish Commission. Members of the Planning and Zoning Commission shall be residents of the unincorporated area of the Parish that is subject to the Parish's Unified Development Code. Members of the Parish Planning and Zoning Commission shall serve terms of four years. The initial six members shall serve terms of one, two, three, and four years such that one initial member serves a one-year term, one initial member serves a two-year term, two initial members serve a three-year term, and two initial members serve four-year terms. The terms of the initial members shall be assigned by random drawing. The Parish Commission may only remove any member of the temporary commission, after public hearing, for inefficiency, neglect of duty, or malfeasance in office. The Temporary Caddo Parish Planning and Zoning Commission may by rule or bylaw provide for such officers and establish such rules and procedures as it deems appropriate.

BE IT FURTHER ORDAINED, that the temporary Caddo Parish Planning and Zoning Commission shall be created and be in existence as of March 3, 2022 and shall exist until June 30, 2022; if zoning issues have not been resolved by June 20, 2022, this ordinance will renew automatically until such issues are resolved. The Temporary Commission shall hear all planning and zoning matters and make recommendations to the Caddo Parish Commission as all current zoning ordinances require, and shall assume all duties and authority as provided by state law of a planning and zoning commission.

BE IT FURTHER ORDAINED that the Parish Planning and Zoning Commission shall be authorized to and shall perform any and all duties and responsibilities of a Zoning Board of Appeals as outlined in the Unified Development Code. And any decision of the Parish Planning and Zoning Commission prior to the effective date of this ordinance which, under the Unified Development Code is a decision within the authority of the Zoning Board of Appeals, is hereby ratified.

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this ordinance are hereby declared severable. BE IT FURTHER ORDAINED, that this ordinance shall take effect upon adoption.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith, including Ordinance No. 6071 of 2021, are hereby repealed.

Approved as to legal form:

\_\_\_\_\_  
Parish Attorney

\_\_\_\_\_  
Date

**ORDINANCE AND RESOLUTION FACT SHEET  
CADDO PARISH COMMISSION**

<b>TITLE</b>	
Ordinance 6251 of 2022  AN ORDINANCE TO AMEND ORDINANCE NO. 6200 OF 2022, RELATIVE TO A PARISH PLANNING AND ZONING COMMISSION, TO PROVIDE FOR ITS PERMANENT STATUS AND MEMBERSHIP, TO PROVIDE FOR ITS AUTHORITY, TO REMOVE THE TERMINATION DATE; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO	
<b>DATE:</b> August 12, 2022	<b>ORIGINATING DEPARTMENT:</b> Long Range Planning Committee
<b>BACKGROUND INFORMATION</b>	
The Commission adopted Ord. No. 6200 of 2022 establishing a temporary Parish Planning and Zoning Commission pending receipt of an Attorney General’s Opinion. That opinion has now been received. The Long Range Planning Committee believes that the citizens of Caddo Parish, particularly those in the planning area, require the ongoing services and decisions of a planning and zoning commission. Therefore the Long Range Planning Committee recommends the adoption of an ordinance making permanent the status of the Parish Planning and Zoning Commission. The proposed ordinance will also increase the size of the planning and zoning commission to six members – all of whom must be from the planning area. It also provides for terms of commissioners. It also provides that the Parish Planning and Zoning Commission shall also act as the parish zoning board of appeals.	
<b>FINANCIAL IMPACT AND SOURCE OF FUNDING</b>	
No funding is necessary as the planning and zoning commission members serve without compensation.	
<b>EFFECT(S) OF PROPOSED ACTION</b>	
Adoption of the ordinance will provide for the ongoing services of a planning and zoning commission to the citizens.	
<b>ALTERNATIVES/STAFF RECOMMENDATION</b>	
Reject the ordinance.	
<b>KEY STAFF CONTACT</b>	
Henry M Bernstein, Assistant Parish Attorney and Alan Clarke, Executive Director, MPC	
<b>COORDINATION</b>	
Department Head	(Initial)
Parish Administrator/CEO	(Initial)

**ORDINANCE NO. 6252 OF 2022**

BY CADDO PARISH COMMISSION:

**AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE E EDWARD JONES HOUSING TRUST FUND FOR THE YEAR 2022 TO APPROPRIATE FUNDS RECEIVED FROM THE US TREASURY IN THE AMOUNT OF \$1,207,096 FOR THE EMERGENCY RENTAL ASSISTANCE PROGRAM AND TO OTHERWISE PROVIDE WITH RESPECT THERETO**

WHEREAS, the Emergency Rental Assistance Program (ERAP) made available \$25 billion to assist households that are unable to pay rent and utilities due to the COVID-19 pandemic; and

WHEREAS, the Parish of Caddo distributed over \$43 million of ERAP from the US Treasury and the State of Louisiana; and

WHEREAS, the Parish of Caddo has been reallocated ERAP funds from the Treasury \$1,207,096.49; and

WHEREAS, it is necessary to amend the 2022 Budget in order to appropriate said grant proceeds.

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, that the Budget of Estimated Revenues and Expenditures for the E Edward Jones Housing Trust Fund for the year 2022 is hereby amended as follows:

	<u>Budget Increase (Decrease)</u>
<b><u>E EDWARD JONES HOUSING TRUST FUND</u></b>	
Revenues:	
Federal Grant	\$1,207,096
Expenditures:	
Grant Programs	\$1,207,096

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications, which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED, that this ordinance shall take effect upon adoption.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

**Approved as to legal form:**

\_\_\_\_\_  
**Parish Attorney**

\_\_\_\_\_  
**Date**

**ORDINANCE AND RESOLUTION FACT SHEET**

**CADDO PARISH COMMISSION**

<b>TITLE</b>	
ORDINANCE AMENDING THE 2022 BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE E EDWARD JONES HOUSING TRUST FUND  (Ordinance No. 6552 of 2022)	
<b>ORIGINATING DEPARTMENT: Finance</b>	
<b>BACKGROUND INFORMATION:</b> Amending the budget of Estimated Revenues and Expenditures for the E. Edward Jones Housing Trust Fund for the year 2022 to appropriate funds reallocated from the U.S. Treasury in the amount of \$1,207,096.49 for the Emergency Rental Assistance Program 1	
<b>KEY STAFF CONTACT: Hayley Barnett</b>	
<b>AUTHORIZATION</b>	
Department Head	<u>Hayley B. Barnett</u> Date 08/2/22
Legal	_____ Date _____
Parish Administrator	_____ Date _____

**ORDINANCE NO. 6254 OF 2022**

BY THE CADDO PARISH COMMISSION:

**AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE OIL AND GAS FUND TO APPROPRIATE FUNDS FOR REMEMBRANCE GARDEN AT THE CADDO PARISH COURTHOUSE AND TO OTHERWISE PROVIDE WITH RESPECT THERETO**

WHEREAS, the Caddo Parish Commission would like to build a remembrance garden on the courthouse grounds; and

WHEREAS, the garden will include a historical marker depicting those individuals lynched in Caddo Parish, known and unknown; and

WHEREAS, garden should include daffodils, daisies, white tulips, hyacinth, forget-me-nots and sunflowers; and

WHEREAS, it is necessary to amend the Oil and Gas Fund and Capital Outlay Fund up to \$125,000 to appropriate for the construction of the garden; and

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, that Budget of Estimated Revenues and Expenditures for the Oil and Gas and Capital Outlay Funds for the year 2022 is hereby amended as follows:

	<u>Budget Increase (Decrease)</u>
<b><u>Oil and Gas Fund</u></b>	
Transfers to Capital Outlay Fund	\$125,000
<b><u>Capital Outlay Fund</u></b>	
Transfer from Oil and Gas Fund	\$125,000
Remembrance Garden Construction	\$125,000

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED, that this ordinance shall take effect upon adoption.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form:

\_\_\_\_\_  
Parish Attorney

\_\_\_\_\_  
Date

**ORDINANCE AND RESOLUTION FACT SHEET**

**CADDO PARISH COMMISSION**

**TITLE**

ORDINANCE AMENDING THE 2022 BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE OIL AND GAS AND CAPITAL OUTLAY FUNDS TO APPROPRIATE FUNDS FOR A REMEMBRANCE GARDEN ON THE COURTHOUSE GROUNDS

**(Ordinance No. 6254 of 2022)**

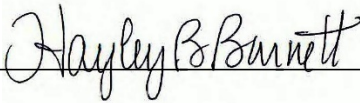
**ORIGINATING DEPARTMENT:** Lyndon Johnson

**BACKGROUND INFORMATION:** an ordinance to build a Remembrance Garden at the Caddo Parish Courthouse with Daffodils, Daisies, White Tulips, Hyacinth, Forget-Me- Nots and Sunflowers along with a Historical Marker depicting those individual lynched in Caddo Parish (known and unknown) Allocation of up to \$125,000 from Oil and Gas

**KEY STAFF CONTACT:** Hayley Barnett

**AUTHORIZATION**

Department Head



Date 8/11/2022

Legal

\_\_\_\_\_

Date \_\_\_\_\_

Parish Administrator

\_\_\_\_\_

Date \_\_\_\_\_

**ORDINANCE NO. 6255 OF 2022**

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE TO CLOSE AND ABANDON A PORTION OF THE DEDICATION FOR AN UNNAMED ROAD IN THE PARISH OF CADDO, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, a request for the closure and abandonment of a portion of the dedication for an unnamed road has been received by the Parish of Caddo; and

WHEREAS, the Parish of Caddo has reviewed the request for the closure and abandonment of a portion of the dedication for an unnamed road and finds that portion of the unnamed road is no longer needed for Parish of Caddo public purposes; and

WHEREAS, the Parish of Caddo has reviewed the request for the closure and abandonment of a portion of the dedication for an unnamed road and finds that the closure and abandonment of a portion of the dedication for an unnamed road is in the best interest of the Parish of Caddo.

NOW, THEREFORE, BE IT ORDAINED by the Caddo Parish Commission in due, legal and regular session convened, that the closure and abandonment of a portion of the dedication for an unnamed road located in the Parish of Caddo be, and the same is hereby, closed and abandoned, and only to the extent, that said road was used as a public road; said portion of an unnamed road more specifically described as follows:

All of that portion of the dedication of an unnamed road located between Blocks 13 and 25, Caddo City Subdivision in the Parish of Caddo as shown in red hash marks on the attached plat marked Exhibit "A".

BE IT FURTHER ORDAINED, that a copy of this ordinance and plat marked Exhibit "A", displaying that portion of the dedication for an unnamed road to be closed and abandoned, shall be filed in the conveyance records of the Parish of Caddo.

BE IT FURTHER ORDAINED, that the property described hereinabove shall revert to the adjoining property owners or their successors, heirs or assigns subject to the reservation of an easement for utilities.

BE IT FURTHER ORDAINED, that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end, the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED, that this ordinance shall become effective immediately upon adoption.

BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form:

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**Parish Attorney**

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**Date**

MINUTES OF THE WORK SESSION  
OF THE CADDO PARISH COMMISSION  
HELD ON THE 15th DAY OF AUGUST, 2022

The Caddo Parish Commission met in a Work Session, on the above date, at 3:30 p.m., in the Government Chambers, with Mr. Atkins, presiding, and the following members in attendance constituting a quorum: Commissioners Atkins, Burrell, Chavez, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, Taliaferro, and Young (12). ABSENT: None (0).

The invocation was given by Mrs. Gage-Watts, and Mr. Young led the Commission in the Pledge of Allegiance.

It was **moved by Mr. Epperson**, seconded by Mr. Johnson, *to take the agenda out of order and consider items: Discussion of orphaned oil and gas well in Louisiana; Discussion of proposed Settled Inn Village in Bethany, Louisiana; and Discussion of NACo Initiative Operation Green Light under New Business* be moved to Thursday's agenda.

Mr. Chavez has a reservation with taking the agenda out of order prior to Citizens Comments. He stated that he would like to hear any citizens who would like to speak on the matters before taking a vote to move it to Thursday's agenda.

Mr. Epperson pointed out that citizens can still speak under Citizens Comments.

At this time, Mr. Epperson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, Taliaferro, and Young (11). NAYS: Commissioner Chavez (1). ABSENT: None (0). ABSTAIN: None (0).

**CITIZENS COMMENTS**

Chrystal Basco came before the Commission and gave the following comment:

I was not prepared to speak and address all of you today. So I apologize for my lack of preparation. I intended to put my item on the agenda for today in hopes of speaking to you all Thursday. I mean, I can shoot from the hip if you would like me to but I've had a lot of issues going on personally. I was told that I was not able to put it on the agenda and we're addressing on Thursday, unless it was done by one of my Commissioners or somebody here.

Attorney Frazier explained that Ms. Basco can speak today, but if she would like to add an item to the agenda, then it needs to be done via an agenda addition.

Ms. Basco continued:

Ok, then maybe we can push it to Thursday and put it on the agenda. So my very long situation—what led me here today, I started with an email to Mr. Atkins because he is the Commissioner for my district. My mother passed away. My father made some emotional decisions to sell his house. He thought he was gonna buy a house even further from me. He's declining physically. My apologies. I'm trying to put a house on my property, a secondary house for him to be able to have his own space. So he can try to grieve the loss of my mother. But it's got me here today because I already have a zoning approval, the variance for the additional house I have ample space. There is a Caddo Parish ordinance that is stopping me from being able to put a secondary septic system on my property—and I assure you, I did my due diligence. I contacted the Department of Health & Hospitals, they have no issues with the secondary septic system on my property. I've been contacted a local septic person who would install it on my property to make sure that there was ample space and codes and all the things I had the room to be able to do it. I have found every issue through zoning and through the entire process, a lot of roadblocks. So I keep getting these no's these no's. We finally got the zoning approved. Again Department of Health and Hospitals has said that there's no issues. It's the Public Works that is giving me the problem with this ordinance saying that I can't have a secondary unit. I understand from your perspective because I also serve on a nonprofit board a very large nonprofit board. So I understand from your perspective that you'll make as many laws and judgements as you can to kind of go over the whole instead of the specifics, correct. I have a 1.03 acre tract. So if I was to have a single square acre, I could see where maybe I wouldn't have space for a secondary septic system, but I have an elongated acre. I have ample space. Again, I did my due diligence before I did this and kind of shook the waters, so to speak. I'm just trying to get my father placed on the back part of my property. Prior to this situation, the back part of my property was completed wooded. I've spent \$7,000 to prepare my land just so a house would fit there. Again, because I have a father who's grieving and making very irrational decisions, as you could expect for somebody that lost their soulmate in 45 years. So my intention is not to keep a secondary residence on my property for indefinitely. I literally have a disabled brother and father who is very—that's a whole other situation, but he's not well, mentally. He's not well, so I'm just trying to care for my father and not get to the point where I have to put him into a home. I would really like for somebody to be able to look at it from a sensical standpoint, and put their brains together to see that I have ample space. Again, like I said, I did my due diligence because I wouldn't want to bring y'all anything without that step. I started because I

wasn't even sure if that was a possibility. I was assured that everybody would do as much as they could to help me care for my elderly father.

Mr. Atkins stated that he is willing to speak with Ms. Basco offline to get her situation on the agenda.

It was **moved by Mr. Burrell**, seconded by Mr. Atkins, *to expand the agenda and allow for this zoning variance to come before the Commission.*

The Assistant Commission Clerk pointed out that ordinances and zoning cases cannot be placed on the agenda as an agenda addition due to public notice requirements for the Official Journal. Mr. Burrell withdrew his motion.

It was **moved by Mr. Johnson**, seconded by Mrs. Gage-Watts, *to suspend the rules and allow discussion between the citizen and the Commission during Citizens Comments.*

Attorney Frazier said that Attorney Bernstein can speak with Ms. Basco on the process to appeal the ordinance. Mr. Atkins agreed. Ms. Basco said that she is willing to do whatever it takes to help her father.

Mr. Jackson wanted to know if this was inside the city limits or in the Parish. Mr. Atkins said that it is outside the city limits. Mr. Jackson then wanted to know if Mr. Atkins was ok with Administration making an administrative decision on the matter. Mr. Atkins explained that he has already spoken with Administration, but the issue is that the Health Department will not allow a second septic system on a lot less than an acre in size. He further stated that there are ways to get around that by hiring a certified engineer to go and testify that the water is not at risk of the water table.

Mr. Jackson also has a concern with adding this as an agenda addition because that would set a precedent that any citizen could come to the Commission meeting and add an item. He said that there is a process in place with a deadline to put items on the agenda. He encouraged the Commissioners to follow that process.

Mr. Johnson said that the structure being added to the property is a trailer. He suggested possibly getting a bigger septic system that both structures could run off of.

Mr. Atkins asked that Ms. Basco speak to Dr. Ken Ward, Assistant Public Works Director. Ms. Basco agreed.

Mr. Young wanted to know which ordinance is in question. Attorney Frazier said that it is Chapter 52 under Division 2, Individual Systems.

### **VISITORS**

- Final Legislative Session Report  
Rochelle Michaud Dugas  
Sherri Smith Buffington With Final

It was carried by acclamation to postpone this visitor the first meeting in September.

- Foster Campbell, Public Service Commission

Foster Campbell apologized for not being able to attend the last meeting, he was in an ATV accident. He appreciates the Caddo Commission for trying to assist the citizens with the proposed resolution. He understands that it has been extremely hot and how high the electric bills have been. Mr. Campbell stated that in 2007, he passed a rule that utility companies could not disconnect service in extreme temperatures. He said that hot houses are not just a discomfort, they could be life or death, especially to elderly people.

Mr. Jackson appreciates Mr. Campbell for coming to today's meeting. He also appreciates SWEPCO and the Public Service Commission for working together and ensuring that the people are being taken care of.

- Michael Corbin, SWEPCO

Mr. Corbin said that there were some questions at the last meeting regarding disconnects. He said that on July 14, there were seven households that were disconnected, but the majority of them were able to pay their bills in full or make a significant payment to get their power turned back on. Mr. Corbin also said that they are being extremely cautious with their disconnects. He also said that SWEPCO is doing a press release later this week with regards to waiving late fees and allowing relaxed payment agreements. He encouraged the public to call the Customer Care number if they receive a call from SWEPCO saying that they may be eligible for disconnect. He said that the quicker they call,

the quicker they can get the process started to reconnect their service or avoid the disconnection.

### **ADMINISTRATOR REPORT**

- *Juvenile Detention*

Dr. Wilson said that there are twenty-two children in the Detention Center; eight of which are OJJ. There are nine 17-year olds, and eight children at CCC.

Mr. Johnson referenced a news release that was held last week with the District Attorney's Office and the City Marshal's Office with regards to truancy. He said that he brought this subject up in February, but now the District Attorney's Office is getting credit for it.

Mr. Clay Walker, Juvenile Services Director, pointed out that the District Attorney's announcement was the changes that he wants to make to be more aggressive with the parents. He explained that is the decision he has to make. Mr. Walker also said that they did have issues with having enough law enforcement personnel on outstanding children that need to be picked up. The City Marshal's Office is now helping with that endeavor.

Mr. Chavez suggested having newly appointed City Marshal James Jefferson to attend a Commission meeting and update the Commission on his plan moving forward.

- *COVID*

Dr. Wilson also mentioned that there was one positive case within the Caddo Parish agencies. He also said that there have been three positive cases within the Caddo Parish Administration. He also reported zero monkey pox cases.

- *July 2022 Financial Report*

Dr. Wilson provided the Commissioners with a copy of the July 2022 Financial Reports, which is also attached to the agenda.

- *Retiree Luncheon*

Dr. Wilson announced that the annual Retiree Luncheon will be held this Friday, and there are currently 87 participants.

### **COMMISSION REMARKS**

- Mr. Burrell said that the Broadband Committee met for the first time this past Friday. He said that there was not a quorum, but the committee members present were able to introduce themselves to each other. The next meeting will be Monday, August 22 at 10:00 a.m.

- Mr. Young wanted to know how many people were incarcerated at CCC. Dr. Wilson said that the average daily incarceration rate is 1,350 to 1,400 people. Mr. Young then wanted to know if they were still on COVID lockdown. Dr. Wilson said that they were not, but he needs to follow up with the Sheriff on additional information.

### **PRESIDENT'S REPORT**

Mr. Atkins talked about the situation with Ms. Basco. He explained that she wants to put a secondary home on her property, but has been running into issues with regards to the size. He said that he has had discussion with several different people regarding her situation. Mr. Atkins further explained that the lot size (one acre) is too small for two septic systems. He advised her to also check with her neighborhood covenant to ensure she would not be in violation with that as well. He hopes they can find a solution for her.

### **NEW BUSINESS**

It was **moved by Mr. Hopkins**, seconded by Mr. Chavez, *that Ordinance No. 6251 of 2022, an ordinance to amend Ordinance No. 6200 of 2022, relative to a Parish Planning & Zoning Commission, to provide for its permanent status and membership, to provide for its authority, to remove the termination date; and to otherwise provide with respect thereto* be moved to Thursday's agenda for introduction.

Mr. Hopkins explained that this was discussed in Long Range Planning Committee meeting to change the board from temporary to permanent, as well as addressing the number of members on the board. He said that now, there will be six members, as opposed to just four. Mr. Hopkins also said that this ordinance also addresses its authority. He asked that the Commission support this ordinance.

At this time, Mr. Hopkins' motion failed, as shown by the following roll call votes: AYES: Commissioners Atkins, Chavez, Hopkins, Lazarus, Taliaferro, and Young (6). NAYS: Commissioners Burrell, Epperson, Gage-Watts, Jackson, Johnson, and Jones (6). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mr. Burrell, *that Ordinance No. 6252 of 2022, an ordinance amending the Budget of Estimated Revenues & Expenditures for the E. Edward Jones Housing Trust Fund for the year 2022 to appropriate funds received from the U.S. Treasury in the amount of \$1,207,096 for the Emergency Rental Assistance Program, and to otherwise provide with respect thereto* be moved to Thursday's agenda for introduction.

Mr. Jackson said that these dollars are coming from the Reallocation Plan. He wanted to know if this comes from ERAP1 or ERAP2 dollars? Mrs. Barnett said that it is ERAP1. She also explained that there could be more funds coming. He also mentioned that there are still dollars out there and encouraged Administration to review the rules and guidelines for this pot of money.

Mr. Burrell wanted to know if this could be used for utilities. Mrs. Barnett said that both ERAP1 and ERAP2 dollars can be used for utilities.

Mr. Burrell and Mr. Jackson asked to be co-sponsors to this ordinance.

At this time, Mr. Jackson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, Taliaferro, and Young (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Chavez**, seconded by Mr. Lazarus, *that Zoning Case 22-15-P, in regards to Ordinance No. 6253 of 2022, an ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, by amending the zoning of property located on the south side of Mt. Zion Road, approximately six hundred feet east of Linwood Avenue, Caddo Parish, LA, from R-A, Rural-Agricultural Zoning District to I-1, Light Industrial Zoning District, and to otherwise provide with respect thereto* be moved to Thursday's agenda for introduction.

Mr. Chavez said that this rezoning would be uniformed to the adjacent properties. It did pass through the MPC with no objections.

At this time, Mr. Chavez's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, Taliaferro, and Young (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Johnson**, seconded by Mrs. Gage-Watts, *that Ordinance No. 6254 of 2022, an ordinance amending the Budget of Estimated Revenues & Expenditures for the Oil & Gas Fund to appropriate funds for a Remembrance Garden at the Caddo Parish Courthouse and to otherwise provide with respect thereto* be moved to Thursday's agenda for introduction.

Mr. Johnson said that this legislation would create a Remembrance Garden with flowers that mean rebirth as well as a marker explaining the history of the garden.

Mr. Chavez said that "\$125,000 seems like a lot for some flowers". Mr. Johnson explained that the amount is up to \$125,000; it does not necessarily mean that the whole amount will be spent. Mr. Chavez suggested going to committee to discuss this further.

Mr. Jackson said that he does not have an issue with this legislation aside from its funding source. He mentioned that the Courthouse has a specific fund. Dr. Wilson pointed out that fund goes towards the operations of the Courthouse. Mr. Jackson suggested that this come out of the Facilities & Maintenance Fund. He also suggested extending the current contracts for the flowerbeds and tree cuttings to maintaining this flowerbed. Mrs. Bryant said that it can come out of that fund, but there would need to be an amendment to this ordinance.

**Substitute motion by Mr. Young**, seconded by Mr. Taliaferro, *that Ordinance No. 6254 of 2022* be remanded to the Long Range Planning Committee.

Mr. Young said that this is a large dollar amount and would like this to go through the same process as other funding requests go through.

**Amendment by Mr. Jackson**, seconded by Mrs. Gage-Watts, *that Ordinance No. 6254 of 2022* be remanded to the Long-Range Planning Committee while moving to Thursday's agenda for introduction.

Mr. Johnson reiterated that the funding request is up to \$125,000, and this does not necessarily mean that the whole amount has to be spent.

At this time, Mr. Jackson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Gage-Watts, Jackson, Jones, Lazarus, Taliaferro, and Young (9). NAYS: Commissioners Epperson, Hopkins, and Johnson (3). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Hopkins**, seconded by Mr. Jackson, *that Ordinance No. 6255 of 2022, an ordinance to close and abandon a portion of the dedication for an unnamed road in the Parish of Caddo, and otherwise providing with respect thereto* be moved to Thursday's agenda for introduction.

Mr. Jimmy Whittington, Public Works, explained that this is an old dedication with no road. A gentleman owns all of the property on both sides of the road and is requesting that it be abandoned so he can combine all of this property.

At this time, Mr. Hopkins' motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, Taliaferro, and Young (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mr. Jones, *that Resolution No. 38 of 2022, a resolution urging and requesting Southwestern Electric Power Company, American Electric Power Company, Inc. and Panola-Harrison Electric Cooperative to establish a moratorium on disconnection or shutoff of utility service to individuals, and otherwise providing with respect thereto* be removed from the agenda.

Mr. Jackson had a conversation with SWEPCO today and is pleased with the conversation. He asked that Administration and the Communications Department push out a press release in conjunction with SWECO. He thanked Mr. Corbin once again.

Mr. Burrell suggested adding a note to the customer's bill with the new information regarding flexible payment arrangements and waiving of late fees.

Mr. Chavez applauded Mr. Jackson for all of his hard work on this resolution and working together with SWEPCO and the Public Service Commission.

At this time, Mr. Jackson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, Taliaferro, and Young (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mr. Hopkins, *that Resolution No. 39 of 2022, a resolution adopting a Citizen Participation Plan for the CDBG Program* be moved to Thursday's agenda for consideration.

Mrs. Hayley Barnett, Finance Director, said that this is an annual grant process.

Mr. Jackson wanted to know if the Commission could apply for a grant with regards to the water situation in Greenwood. Dr. Wilson said that normally, smaller communities apply for this grant. Mr. Jackson asked that Administration research to see if this applies to Disaster CDBG as well.

At this time, Mr. Jackson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, Taliaferro, and Young (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Epperson**, seconded by Mr. Jackson, *that Resolution No. 40 of 2022, a resolution to urge and request the Louisiana Legislature to amend L.A.-R.S. 33:172 to include special provisions applicable to Caddo Parish, and to otherwise provide with respect thereto* be moved to Thursday's agenda for consideration.

At this time, Mr. Epperson's motion carried, as shown by the following roll call votes: AYES: Commissioners Burrell, Epperson, Gage-Watts, Jackson, Johnson, Jones, and Taliaferro (7). NAYS: Commissioners Atkins, Chavez, Hopkins, Lazarus, and Young (5). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Epperson**, seconded by Mr. Jones, *that Resolution No. 41 of 2022, a resolution to urge and request the Town of Greenwood to form a citizen's advisory board to review and make recommendations regarding water issues with the town's water system, and to otherwise provide with respect thereto* be moved to Thursday's agenda for consideration.

Mr. Epperson said that a situation has been ongoing with the Town of Greenwood with providing water to its citizens. For a number of years, there have been issues with the coloration and quality of the water. He said that there have been numerous boil bans, breakage of the lines, etc. Mr. Epperson asked for support on this resolution.

Mr. Chavez said that he spoke with his family and a few members, who said that water

quality is good, not bad. He also mentioned that the Town of Greenwood's attorney will be present at Thursday's meeting to answer any questions.

Mr. Hopkins does not feel that the Caddo Parish Commission should be telling a municipality about their utilities. He said that the Town of Greenwood should solve their issues. Mr. Hopkins encouraged the Commission to allow the municipality to handle the concerns with the citizens' complaints.

Mr. Johnson disagreed with Mr. Hopkins. He said that the Caddo Parish Commission has helped municipalities over the past few years with regards to water. Mr. Johnson said that there is a problem with this water system because the Commission has given the Town of Greenwood funds to better their system.

Mr. Epperson said that this is on behalf of his constituents.

Mr. Chavez pointed out that this is a resolution, not law. He wanted to know if the due diligence was done to figure out exactly what's going on in Greenwood, and why are there water issues. Mr. Epperson said that there isn't a water district and encouraged the Commissioners to move this resolution forward so the citizens can speak on behalf of this resolution. He also pointed out that the resolution is an ask/request.

**Call for the Question by Mr. Jones**, seconded by Mrs. Gage-Watts. Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, Taliaferro, and Young (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

At this time, Mr. Epperson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Epperson, Gage-Watts, Jackson, Johnson, Jones, and Lazarus (8). NAYS: Commissioners Chavez, Hopkins, Taliaferro, and Young (4). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Hopkins**, seconded by Mr. Jones, *that Special Resolution of Recognition Blanchard 8UAA Allstars* be moved to Thursday's agenda for consideration.

**Substitute motion by Mr. Johnson**, seconded by Mr. Young, *to englobo and advance the following items to Thursday's Regular Session:*

- *Special Resolution of Recognition Blanchard 8UAA Allstars*
- *Reappointment of David Hale, Elmer E. Moreau, Ronnie Festavan, and Charles Dennis Barr to the Black Bayou Watershed (terms to expire August 14, 2026)*
- *Reappointment of Patricia White to the North Caddo Hospital Service District (term to expire August 18, 2028)*

At this time, Mr. Johnson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, Taliaferro, and Young (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mrs. Gage-Watts, *to reconsider Ordinance No. 6251 of 2022, an ordinance to amend Ordinance No. 6200 of 2022, relative to a Parish Planning & Zoning Commission, to provide for its permanent status and membership, to provide for its authority, to remove the termination date; and to otherwise provide with respect thereto.* Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, Taliaferro, and Young (11). NAYS: None (0). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mr. Chavez, *that Ordinance No. 6251 of 2022, an ordinance to amend Ordinance No. 6200 of 2022, relative to a Parish Planning & Zoning Commission, to provide for its permanent status and membership, to provide for its authority, to remove the termination date; and to otherwise provide with respect thereto* be moved to Thursday's agenda for introduction. Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Gage-Watts, Hopkins, Jackson, Jones, Lazarus, Taliaferro, and Young (10). NAYS: Commissioner Johnson (1). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

### **COMMUNIQES AND COMMITTEE REPORTS**

- Mr. Burrell attended a press conference this morning regarding a \$20M grant that will be in the Kings Hwy Corridor. He said that it will be a pedestrian corridor, beautification, and transportation opportunities for those who are less fortunate.

## CONSENT AGENDA

- *Ordinance No. 6247 of 2022, an ordinance amending the Budgets of Estimated Revenues & Expenditures for the Building Maintenance Fund, Capital Improvement Fund, General Fund, Oil & Gas Fund, Public Works Fund, Detention Facilities Fund, Criminal Justice Facilities Fund, Health Tax Fund and the Riverboat Fund, for the year 2022 to terminate completed or lapsed capital projects, and to otherwise provide with respect thereto*
- *Ordinance No. 6248 of 2022, an ordinance amending the Budget of Estimated Revenues & Expenditures for the Oil & Gas Fund for the year 2022 to provide an appropriation for relocation assistance and to otherwise provide with respect thereto*
- *Ordinance No. 6249 of 2022, ordinance amending the 2022 Budget of Estimated Revenues & Expenditures for the Capital Outlay and Oil & Gas Funds and to otherwise provide with respect thereto*
- *Ordinance No. 6250 of 2022, an ordinance to close and abandon a portion of the dedication for an unnamed road in the Parish of Caddo, and otherwise providing with respect thereto.*
- *Zoning Case Appeal 22-3-BAP, property located 5247 Norfolk Road in Caddo Parish, Mr. Dana Wheeler, Applicant/Appellant. Request is for approval of a yard variance for a detached garage. The PZC voted to deny application as submitted and the homeowner has appealed.*

At this time, there was no further discussion to come before the Commission, so the Commission adjourned at 5:07 p.m.

  
Assistant Commission Clerk

## **RESOLUTION No. 39 of 2022**

### **A RESOLUTION ADOPTING A CITIZEN PARTICIPATION PLAN FOR THE CDBG PROGRAM**

WHEREAS, The Caddo Parish Commission desires to obtain Community Development Block Grant (CDBG) funds to benefit Low and Moderate Income persons; and

WHEREAS, the Louisiana Division of Administration requires that certain citizen participation requirements be met;

NOW, THEREFORE, BE IT RESOLVED that the following Citizen Participation Plan is adopted for use by the Caddo Parish Commission with respect to planning, implementation, and assessment of its CDBG program:

This plan describes how the Caddo Parish Commission intends to involve citizens in the planning, implementation, and assessment of the local Community Development Block Grant Program. Federal and State regulations give ultimate responsibility for the design and implementation of the program to local elected officials and also require that citizens be given an opportunity to serve in a key advisory role to the elected officials. All aspects of citizen participation will be conducted in an open manner with freedom of access to information for all interested persons.

#### **CITIZEN PARTICIPATION PLAN**

The Caddo Parish Commission has adopted the following Citizen Participation Plan to meet the citizen participation requirements of Section 508 of the Housing and Community Development Act of 1974, as amended. The Caddo Parish Commission is committed through adoption of this plan to full and total involvement of all residents of the community in the composition, implementation and assessment of its Louisiana Community Development Block Grant (LCDBG) Program. Attempts will be made to reach all citizens, with particular emphasis on participation by persons of low and moderate income, residents of slum and blighted areas and of areas in which funds are proposed to be used. A copy of this plan will be made available to the public upon request.

As part of the citizen participation requirements and to maximize citizen interaction, the Caddo Parish Commission shall:

- 1) Provide citizens with reasonable and timely access to local meetings, information and records relating to the state's proposed method of distribution, as required by the Secretary, and relating to the actual use of funds under Title I of the Housing and Community Development Act of 1974, as amended;
- 2) Provide for public hearings to obtain views and respond to proposals and questions at all stages of the community development program. These hearings will consist of the development of needs and proposed activities and review of program performance. These hearings will be held after adequate notice, a minimum of five calendar days, at times and locations convenient to potential or actual beneficiaries with accommodations for persons with disabilities;

- 3) Provide for and encourage citizen participation with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of areas in which funds are proposed to be used;
- 4) Provide for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals;
- 5) Where applicable, identify how the needs of non-English speaking residents will be met in the case of public hearings; and
- 6) Provide for a formal written procedure which will accommodate a timely written response, within fifteen days where practicable, to written complaints and grievances.

Written minutes of the hearings and an attendance roster will be maintained by the Caddo Parish Commission.

### **PUBLIC HEARINGS**

Notices informing citizens of any public hearings will appear in the official journal of the Caddo Parish Commission a minimum of five calendar days prior to the hearing. In addition, notices will also be posted in parish office buildings/town hall and the hearing will be publicized through local community organizations, i.e., churches, clubs, etc., and/or dissemination of leaflets in the target area. Hearings will be held at times and locations convenient to potential or actual beneficiaries with accommodations for individuals with disabilities and non-English speaking persons. Whenever possible these hearings will be held within or near the target areas, at times affording participation by the most affected residents.

#### **I. APPLICATION**

##### **First Notice/Public Hearing**

The public hearing to address LCDBG application submittal will be held approximately calendar days prior to the deadline for submission of the application for the current funding cycle. The Citizen Participation Plan will be available at the hearing. The public notice for this hearing will state that the following will be discussed:

- a) The amount of funds available for proposed community development;
- b) The range of activities that may be undertaken, including the estimated amount proposed to be used for activities that will benefit persons of low and moderate income;
- c) The plans of the Caddo Parish Commission for minimizing displacement of persons as a result of activities assisted with such funds and the benefits to be provided by the Caddo Parish Commission to persons actually displaced as a result of such activities; and

- d) The Caddo Parish Commission prior performance of LCDBG programs funded by the State of Louisiana. In addition, the notice shall state that all citizens, particularly low and moderate income residents of slum and blighted areas, are encouraged to submit their views and proposals regarding community development and housing needs. Those citizens unable to attend this hearing may submit their views and proposals to:

Caddo Parish Administration  
Attention: Jalisa Thomas  
Post Office Box 1127  
Shreveport, LA 71163

The notice will also state that accommodations will be made for disabled and non-English speaking individuals provided a 3 day notice is received by the Caddo Parish Commission.

### **Second Notice**

Seven calendar days, at a minimum, prior to the deadline for submittal of the application, a second notice shall appear in the official journal informing the citizens of the following:

- a) Proposed submittal date of the application;
- b) Proposed objectives;
- c) Proposed activities;
- d) Location of proposed activities;
- e) Dollar amount of proposed activities; and
- f) Location and hours available for application review.

In addition, the notice shall state "all citizens, particularly those affected by the proposed project, are encouraged to review the proposed application and submit any written comments on the application to:"

Caddo Parish Administration  
Attention: Jalisa Thomas  
Post Office Box 1127  
Shreveport, LA 71163

Negative comments received will be forwarded to the state's Office of Community Development, Division of Administration or the application will be withdrawn if necessary.

## **II. AMENDMENTS**

Program amendments, which substantially alter the LCDBG project from that approved in the original application, shall not be submitted to the state without holding one public hearing in accordance with the procedures outlined within this Citizen Participation Plan. Minutes of the hearing will be submitted with the request for the amendment. All interested citizens, particularly the low and moderate income, elderly, handicapped, and residents of the project area, shall be made aware and have the opportunity to comment on proposed amendments and/or submit alternative measures.

## **III. GRANTEE PERFORMANCE**

The Caddo Parish Commission will hold one performance hearing to solicit the public's opinion of the effectiveness of the LCDBG Program. The manner of notification will be the same as previously described for all public hearings. Notification will be made in the official journal approximately five to fifteen calendar days prior to the anticipated submittal of close-out documents to the state, and will indicate the date, time, and place of the performance hearing, and invite comments and opinions on the LCDBG activities implemented under the Caddo Parish Commission LCDBG Program being closed out. The notice will also state that accommodations will be made for disabled and non-English speaking persons provided a day notice is received by the Caddo Parish Commission.

This notice shall invite all interested parties, particularly those low to moderate income residents in the target area to attend.

The hearing will be held no sooner than five calendar days from the publication date of said notice.

### **CONSIDERATION OF OBJECTION TO APPLICATION**

Persons wishing to object to approval of an application by the state may make such objection known to:

Office of Community Development  
Division of Administration  
Post Office Box 94095  
Baton Rouge, Louisiana 70804-90958

The state will consider objections made only on the following grounds:

- i. The application description of needs and objectives is plainly inconsistent with available facts and data;
- ii. The activities to be undertaken are plainly inappropriate to meeting the needs and objectives identified by the applicant; and
- iii. The application does not comply with the requirements set forth in the state's Annual Action Plan or other applicable laws.

Such objections should include both an identification of the requirements not met and, in the case of objections relative to (1) above, the complainant must supply the data upon which he/she relied upon to support his/her objection.

### **BILINGUAL**

Whenever a significant number of persons and/or residents of blighted neighborhoods communicate with a primary language other than English attend public hearings, the Caddo Parish Commission will provide an interpreter for dissemination of information to them providing the Caddo Parish Commission is given sufficient notification of three day(s).

### **TECHNICAL ASSISTANCE**

Technical assistance may be provided directly by the Caddo Parish Commission to any citizen, particularly to low and moderate income persons, residents of blighted neighborhoods and minorities, who request assistance in the development of proposals and statement of views concerning the LCDBG Program. The local officials, administrator and engineer will conduct informational meetings with the residents of the low to moderate income areas if a written request is received by the Caddo Parish Commission with at least a one-week notification. The person who conducts the technical assistance meetings will disseminate information on the program and answer all pertinent questions.

### **TIMELY ACCESS AND ADEQUATE INFORMATION**

The Caddo Parish Commission shall provide timely disclosure of records, information and documents related to the LCDBG program activities. Documents will be made available for copying upon request at the Caddo Parish Commission, Monday thru Friday, 8 a.m. to 5 p.m. Such documents may include the following:

- 1) All meetings and promotional materials.
- 2) Records of hearings and meetings.
- 3) All key documents, including prior applications, letters, grant agreements, citizen participation plans, and proposed applications.
- 4) Copies of the regulations (final statements) concerning the program.
- 5) Documents regarding other important requirements, such as Procurement Procedures, Fair Housing, Equal Employment Opportunity, Uniform Act, Labor Provisions and Environmental Procedures.

### **CITIZEN COMPLAINT PROCEDURE**

#### **SECTION 1**

It is the policy of the Caddo Parish Commission to review all complaints received by the Caddo Parish Commission.

#### **SECTION 2**

The following procedures will be followed on all complaints received by the Caddo Parish Commission:

- 1) The complainant shall notify the Grant and Program Coordinator of the complaint. The initial complaint may be expressed orally or by written correspondence.
- 2) The Grant and Program Coordinator will notify the Parish Administrator or designated representative of the complaint within two working days.
- 3) The Parish Administrator or designated representative will investigate the complaint and will report the findings to the Grant and Program Coordinator within five working days.
- 4) The Grant and Program Coordinator will notify the complainant of the findings of the Parish Administrator or designated representative in writing or by telephone within two working days.

- 5) If the complainant is aggrieved by the decision, he must forward the complaint in writing (if previously submitted orally) to the Grant and Program Coordinator who will forward the complaint and all actions taken by the Parish Administrator or designated representative to the appropriate council committee for their review. This will be accomplished within two working days of receipt of the written complaint.
- 6) The reviewing council committee will have five working days to review the complaint and forward their decision to the complainant in writing.
- 7) If the complainant is aggrieved with the decision of the Committee, he must notify the Grant and Program Coordinator in writing that he desires to be afforded a hearing by the Caddo Parish Commission Council. The complainant will be placed on the next regularly scheduled council meeting agenda. The Grant and Program Coordinator will notify the complainant in writing of the date of the hearing.
- 8) The complainant must bring all relevant data, witnesses, etc., to the hearing. The Caddo Parish Commission Council, at the hearing, will review the complaint and forward within five days a certified copy of the minutes of the meeting at which the hearing was conducted and a decision was rendered to the complainant. If a decision is not reached at the hearing, the Caddo Parish Commission Council will inform complainant of an appropriate date to expect a response. Within two working days of reaching a decision, the complainant will be notified in writing of the decision.

Complaints concerning the general administration of the LCDBG Program may be submitted in writing directly to the:

Division of Administration  
Office of Community Development  
Post Office Box 94095  
Baton Rouge, Louisiana 70804-9095

### **SECTION 3**

All citizen complaints relative to Fair Housing/Equal Opportunity violations alleging discrimination shall be forwarded for disposition to the:

Louisiana Department of Justice  
Public Protection Division  
Post Office Box 94005  
Baton Rouge, Louisiana 70804

The complainant will be notified in writing within 10 days that, due to the nature of the complaint, it has been forwarded to the Louisiana Department of Justice.

or

Complainant may contact the Louisiana Department of Justice Public Protection Division directly at the Toll Free Telephone number 1-800-273-5718 or 225-342-5521.

### **SECTION 4**

The Grant and Program Coordinator will maintain a file for the purpose of keeping reports of complaints.

**SECTION 5**

This policy does not invalidate nor supersede the personnel or other policies of the Caddo Parish Commission which are currently adopted but is intended to serve as a guide for complaints.

**SECTION 6**

This policy may be amended by a majority vote at any of the Caddo Parish Commission regularly scheduled meetings.

**ADOPTION**

This Citizen Participation Plan is hereby adopted by Caddo Parish Commission in regular session on this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

**CERTIFICATE**

I, Jeff Everson , Parish Clerk of the Caddo Parish Commission, hereby certify that the attached constitutes a true and accurate copy of a Resolution, which UPON MOTION of \_\_\_\_\_ , seconded by \_\_\_\_\_ , was adopted by the following Yea and Nay vote:

YEA:

NAY:

ABSENT:

and the same was declared adopted by the President on this \_\_\_\_\_ day of \_\_\_\_\_ , 2017.

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Jeff Everson, Parish Clerk  
Caddo Parish, Louisiana

## RESOLUTION NO. 40 OF 2022

BY THE CADDO PARISH COMMISSION:

A RESOLUTION TO URGE AND REQUEST THE LOUISIANA LEGISLATURE TO AMEND L.A.-R.S. 33:172 TO INCLUDE SPECIAL PROVISIONS APPLICABLE TO CADDO PARISH, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, annexations of land within unincorporated areas of Caddo Parish are taking place without the knowledge and consent of the Parish; and

WHEREAS, the current procedure for annexation outlined in L.A.-R.S. 33:172 does not require enough notice to the Parish of annexations; and

WHEREAS, the statute does provide additional procedures for annexation for selected other Louisiana parishes; and

WHEREAS, Caddo Parish requests that the statute be amended to include additional requirements for annexations of lands within unincorporated areas of Caddo Parish to better notify and protect its citizens; and

NOW, THEREFORE, BE IT RESOLVED by the Caddo Parish Commission in due, regular and legal session convened, that the Caddo Parish Commission does hereby urge and request that the Louisiana Legislature add the following requirements to L.A. R.S. 33:172 to be applicable only to the annexation of unincorporated land, by a municipality, within Caddo Parish:

1. Notification letters of the intent to annex shall be sent to residents/property owners within a 1,500-foot radius of the proposed property to be annexed. The Caddo Parish Commission shall be notified by the annexing entity identifying the proposed property. All notifications must be sent thirty days prior to placement upon the annexing entity's agenda.
2. Signage shall be placed identifying the proposed property to be annexed; the signs shall be (24" x 24") minimum in size. There should be at least (3) signs in equal proximity placed in prominent positions of the said property to be annexed.
3. Property to be annexed must have residents residing on it that are registered voters.
4. The Caddo Parish governing body must consent to the annexation.
5. Letters from the following entities of the municipality proposing to annex the property must be received with their approvals prior to a vote for annexation:  
Law Enforcement, Fire and emergency services, Road, street, drainage, utilities, water, etc.
6. The annexation process must not include zoning changes.
7. The Commissioner in which the proposed property to be annexed shall be notified in advance of any formal actions by the annexing entity.

BE IT FURTHER RESOLVED that this resolution be forwarded to all members of the Caddo Parish State Delegation, the Speaker of the Louisiana House, the President of the Louisiana Senate and the Governor.

BE IT FURTHER RESOLVED that if any provision or item of this resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end, the provisions of this resolution are hereby declared severable.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

BE IT FURTHER RESOLVED that all resolutions or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form:

\_\_\_\_\_  
Parish Attorney

\_\_\_\_\_  
Date



**RESOLUTION NO. 41 OF 2022**

BY THE CADDO PARISH COMMISSION:

A RESOLUTION TO URGE AND REQUEST THE TOWN OF GREENWOOD TO FORM A CITIZENS ADVISORY BOARD TO REVIEW AND MAKE RECOMMENDATIONS REGARDING WATER ISSUES WITH THE TOWN'S WATER SYSTEM, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the Town of Greenwood's water system serves citizens both within and outside the town limits; and

WHEREAS, the Town of Greenwood's water system has had ongoing problems with water quality over a several year period; and

WHEREAS, a citizen's advisory board could:

- solicit input from all water and sewer system users and relay their input to the Board of Aldermen.
- reviews, recommends, and advises the Board of Aldermen on matters relating to:
  - Capital Improvements
  - Customer Billings and Other Elements of Customer Service
  - Policies to Govern the Operation of the Water and Sewer Systems
  - Quality of Water Delivered to Customers
  - Rates to Be Charged for Water and Sewer Service
  - Management, Operation and Maintenance of Water and Wastewater Systems and Properties

WHEREAS, such input by an advisory board could lead to system improvements and consistently potable drinking water.

NOW, THEREFORE, BE IT RESOLVED by the Caddo Parish Commission in due, regular and legal session convened, that the Caddo Parish Commission does hereby urge and request Town of Greenwood to form a Citizens Advisory Board to review and make recommendations regarding the town's water system.

BE IT FURTHER RESOLVED that this resolution be forwarded to all members of the Greenwood Board of Aldermen and the Greenwood Mayor.

BE IT FURTHER RESOLVED that if any provision or item of this resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications which can be given effect without the invalid provisions, items or applications, and to this end, the provisions of this resolution are hereby declared severable.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

BE IT FURTHER RESOLVED that all resolutions or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form:

\_\_\_\_\_  
Parish Attorney

\_\_\_\_\_  
Date

