

CADDO PARISH COMMISSION  
**GOVERNMENT PLAZA CHAMBERS**  
505 TRAVIS STREET, SHREVEPORT, LA 71101  
**PUBLIC NOTICE**  
REGULAR SESSION AGENDA  
**Streaming at**  
<https://www.facebook.com/parishofcaddo>  
January 4, 2024  
**3:30 P.M.**

1. ROLL CALL:

**Commissioners:**

Hopkins	District 1	Gage-Watts	District 7
Johnson	District 2	Blake	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. All others, please recite with your hands over your hearts, and we **ask that everyone please remember our POW-MIA's** as we say the Pledge of Allegiance.

4. AGENDA ADDITIONS:

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 From December 7, 2023

Documents:

[12.7.2023 REGULAR SESSION MINUTES.PDF](#)

8. SPECIAL RESOLUTIONS:

8.I. Present Special Resolution Recognizing Donna Curtis Upon Her Retirement  
(Lazarus, Blake, Chavez, Jones, Young, Gag-Watts, Atkins, Jackson, Hopkins,  
Johnson and Burrell)

Documents:

[SR DONNA CURTIS 2023.PDF](#)  
[SR DONNA CURTIS 2023.PDF](#)

8.II. Present Special Resolution Honoring Judge Pamela Lattier Upon Her Retirement  
(Gage-Watts, Jackson, Johnson)

Documents:

[SR LATTIER.PDF](#)

8.III. Presentation Of Special Resolution To Dr. Joe Gant, Jr. Upon His 50th Anniversary Of  
Preaching The Gospel  
(Jones)

Documents:

[SR GANT.PDF](#)

8.IV. Adopt Special Resolution Of Recognition For Calvary Baptist For Their State  
Championship  
(Jones, Johnson)

8.V. Adopt Special Resolution Honoring Judge Sheva M. Sims Upon Her Investiture As Chief  
Judge Of The Shreveport City Court  
(Gage-Watts, Johnson and Burrell)

Documents:

[SR SIMS.PDF](#)

8.VI. Special Resolution Of Remembrance For Korey Davis  
(Jackson)

Documents:

[JOINT SR KOREY DAVIS SR..PDF](#)

- 8.VII. Special Resolution Recognizing Andrea Mona Bowman For Her Work On The Color Purple Which Was Nominated For A Critic's Choice Award  
(Gage-Watts, Jackson, Johnson)

Documents:

[SR ANDREA MONA BOWMAN.PDF](#)

- 8.VIII. Adopt Special Resolution Recognizing The Contributions Of Outgoing Commissioners  
(Commissioner Clerk's Office)

Documents:

[SR 2024 OUTGOING COMMISSIONERS.PDF](#)

9. COMMUNIQUES AND COMMITTEE REPORTS:  
**Administration response to information requests from Commissioners**

10. PRESIDENT'S REPORT:

11. PUBLIC HEARING ON ZONING ORDINANCES & CASES:

12. PUBLIC HEARING ON ORDINANCES:

- 12.I. Public Hearing For Ordinance 6402 Of 2023  
AN ORDINANCE IMPLEMENTING AN AD VALOREM TAX EXEMPTION FOR FIRST  
RESPONDERS, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO  
(Jackson)

Documents:

[ORD 6402 \(AS AMENDED\).PDF](#)

13. ZONING ORDINANCES (For Final Passage):

14. ORDINANCES (For Final Passage):

- 14.I. Adopt Ordinance 6402 Of 2023  
AN ORDINANCE IMPLEMENTING AN AD VALOREM TAX EXEMPTION FOR FIRST  
RESPONDERS, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO  
(Jackson)

Documents:

15. ZONING ORDINANCES (For Introduction By Title):

16. ORDINANCES (For Introduction By Title):

16.I. Introduce Ordinance 6404 Of 2024

AN ORDINANCE TO AMEND VOLUME II OF THE CODE OF ORDINANCES OF THE PARISH OF CADDO, AS AMENDED, THE CADDO PARISH UNIFIED DEVELOPMENT CODE, AMENDING THE PROVISIONS FOR ACCESSORY DWELLING UNITS, WITH ALL PROVISIONS INCLUDED HEREIN, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

(PZC)

Documents:

[ORD 6404 23-8-CTAP.PDF](#)

16.II. Introduce Ordinance 6405 Of 2024

AN ORDINANCE TO AMEND VOLUME II OF THE CODE OF ORDINANCES OF THE PARISH OF CADDO, AS AMENDED, THE CADDO PARISH UNIFIED DEVELOPMENT CODE, ADDING A NEW USE FOR OVERNIGHT TRUCK PARKING, WITH ALL PROVISIONS INCLUDED HEREIN, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

(PZC)

Documents:

[ORD 6405 23-9-CTAP.PDF](#)

16.III. Introduce Ordinance 6406 Of 2024

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 LOCUST HILL ROAD APPROXIMATELY 1870' WEST OF HIGHWAY 79, CADDO PARISH, LA., FROM R-A RURAL-AGRICULTURAL ZONING DISTRICT TO R-A (PUD) RURAL-AGRICULTURAL PLANNED UNIT DEVELOPMENT ZONING DISTRICT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(PZC- District 12)

Documents:

[ORD 6406 23-21-P ORDPACKET.PDF](#)

16.IV. Introduce Ordinance 6407 Of 2024

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 SOUTHWEST CORNER OF OLD MANSFIELD ROAD AND MIDYETT STREET, CADDO PARISH, LA., FROM R-A RURAL-AGRICULTURAL ZONING DISTRICT TO C-3 GENERAL COMMERCIAL ZONING DISTRICT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(PZC- District 11)

Documents:

[ORD 6407 23-32-P ORDPACKET.PDF](#)

16.V. Introduce Ordinance 6408 Of 2024

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 OF EAST FLOURNOY LUCAS APPROXIMATELY 840 FEET WEST OF ELLERBE ROAD, CADDO PARISH, LA., FROM R-1-7 SINGLE FAMILY ZONING DISTRICT TO C-1 NEIGHBORHOOD COMMERCIAL ZONING DISTRICT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(PZC- District 10)

Documents:

[ORD 6408 23-33-P ORDPACKET.PDF](#)

16.VI. Introduce Ordinance 6409 Of 2024

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 EAST SIDE OF THE EAST KINGS HIGHWAY AND HANOVER DRIVE INTERSECTION, CADDO PARISH, LA., FROM R-E RESIDENTIAL ESTATE ZONING DISTRICT TO R-1-5 SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(PZC- District 8)

Documents:

[ORD 6409 23-35-P ORDPACKET.PDF](#)

16.VII. Introduce Ordinance 6410 Of 2024

AN ORDINANCE AMENDING THE 2023 BUDGET TO AMEND THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE HEAD START FUND AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(Finance)

Documents:

[ORD 6410 - HEAD START 2023.PDF](#)

[ORD 6410 FACT SHEET- HEAD START 2023.PDF](#)

16.VIII. Introduce Ordinance 6411 Of 2024

AN ORDINANCE AMENDING THE 2023 BUDGET TO AMEND THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE HOUSING CHOICE VOUCHER PROGRAM FUND AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(Finance)

Documents:

- 16.IX. Introduce Ordinance 6413 Of 2024  
AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES TO APPROPRIATE FUNDS FOR A CADDO COMMUNITY LIGHTHOUSE PILOT PROJECT AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(Young & Burrell)

Documents:

[ORD 6413 - COMMUNITY LIGHTHOUSE HIGHLAND.PDF](#)  
[ORD 6413 FACT SHEET -COMMUNITY LIGHTHOUSE HIGHLAND.PDF](#)

- 16.X. Introduce Ordinance 6414 Of 2024  
AN ORDINANCE DECLARING THE INTENT OF THE PARISH UNDER LA. R.S. 47:2236 TO ACQUIRE FULL OWNERSHIP INTEREST IN A PARCEL OF PROPERTY IDENTIFIED BY CADDO PARISH TAX ASSESSOR'S GEOGRAPHIC NUMBER 181437-036-0005-00 AND DESCRIBED AS LOT 5, J.B. PICKETT SUBDIVISION, TAL 14, SHREVEPORT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(Public Works- District 3)

Documents:

[ORD 6414- 1024 BAKER ST REINVEST CADDO.PDF](#)  
[ORDINANCE 6414 OF 2024 MAP.PDF](#)

- 16.XI. Introduce Ordinance 6415 Of 2024  
AN ORDINANCE DECLARING THE INTENT OF THE PARISH UNDER LA. R.S. 47:2236 TO ACQUIRE FULL OWNERSHIP INTEREST IN A PARCEL OF PROPERTY IDENTIFIED BY CADDO PARISH TAX ASSESSOR'S GEOGRAPHIC NUMBER 181430-001-0154-00 AND DESCRIBED AS LOTS 154, 155, & 156, AND ONE HALF ADJACENT ABANDONED ALLEY, LAKEVIEW SUBDIVISION, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(Public Works- District 2)

Documents:

[ORD 6415- 4351 N LAKESHORE SEIZURE.PDF](#)  
[ORDINANCE 6415 OF 2024 MAP.PDF](#)

- 16.XII. Introduce Ordinance 6416 Of 2024  
AN ORDINANCE DECLARING THE INTENT OF THE PARISH UNDER LA. R.S. 47:2236 TO ACQUIRE FULL OWNERSHIP INTEREST IN A PARCEL OF PROPERTY IDENTIFIED BY CADDO PARISH TAX ASSESSOR'S GEOGRAPHIC NUMBER 201625-001- 0014-00 AND DESCRIBED AS AC LOT 3 OF MOORINGSPOINT LESS THAT PART NORTH AND WEST OF KCS&G RAILROAD RIGHT-OF-WAY AND THAT PART OF TRACT LYING SOUTH AND EAST OF RIGHT-OF-WAY DESCRIBED AS: BEGIN 52 FEET EAST OF NORTHWEST CORNER OF SD LOT 3; THENCE EASTERLY ALONG NORTH LINE OF SD LOT 42; THENCE SOUTHERLY AT RIGHT ANGLE 91 FEET; THENCE WESTERLY AT RIGHT ANGLE 42 FEET; THENCE NORTHERLY AT RIGHT ANGLE 91 FEET TO POINT OF BEGINNING; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(Public Works- District 1)

Documents:

[ORD 6416- 31251 NONE SEIZURE.PDF](#)  
[ORDINANCE 6416 OF 2024 MAP.PDF](#)

17. WORK SESSION MINUTES:

17.I. Work Session Minutes January 3, 2024

Documents:

[1.3.2024 WORK SESSION MINUTES.PDF](#)

18. RESOLUTIONS:

18.I. Adopt Resolution 1 Of 2024

A RESOLUTION TO DESIGNATE AND CHANGE THE POLLING PLACES FOR PRECINCTS 3-3, 3-7, AND 9-13 AND OTHERWISE PROVIDING WITH RESPECT THERETO.

(Administration)

Documents:

[RES 1 OF 2024- ESTABLISHING VOTING PRECINCTS 3-3, 3-7, AND 9-13.PDF](#)

18.II. Adopt Resolution 2 Of 2024

A resolution approving the holding of an election in Caddo Parish Fire District Seven, State of Louisiana, on Saturday, April 27, 2024, to authorize the continuation of a special tax therein.

(District 1)

Documents:

[RES 2 APPROVAL RESOLUTION.PDF](#)

18.III. Adopt Resolution 3 Of 2024

A RESOLUTION AUTHORIZING THE CADDO COMMUNITY ACTION AGENCY, INC. TO ADMINISTER THE HEAD START PROGRAM FOR THE PARISH OF CADDO, AND TO OTHERWISE PROVIDE RESPECT THERETO

(Administration)

Documents:

[RES 3 HEAD START PROGRAM.PDF](#)

18.IV. Adopt Resolution 4 Of 2024

A RESOLUTION APPROVING THE AMENDED 2023 AND PROPOSED 2024 BUDGETS OF THE NORTH LOUISIANA CRIMINALISTICS LABORATORY COMMISSION AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(Burrell)

Documents:

[CRIME LAB BUDGET 2024.PDF](#)  
[RES 4 OF 2024 NORTH LOUISIANA CRIME LAB.PDF](#)

19. OLD BUSINESS:

20. NEW BUSINESS:

- 20.I. Confirm Appointment To The North Caddo Medical Center Board  
Appoint Tom Tebbe to fill the unexpired term of Patricia White, who has resigned from the North Caddo Hospital Service District Board. Term to expire 8/18/2028.

(Hopkins)

Documents:

[PATRICIA WHITE RESIGNATION LETTER 11.15.2023.PDF](#)  
[THOMAS TEBBE.PDF](#)

- 20.II. Adopt Action Item Authorizing The Administration To Enter Into A Cooperative Endeavor Agreement With The Brandon House For Additional Services Needed In The Wake Of The Closure Of The Johnny Gray Jones Facility.  
(Juvenile Services Committee)

21. COMMUNIQUE 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 7<sup>th</sup> DAY OF DECEMBER, 2023

The Caddo Parish Commission met in a Regular Session, on the above date, at 3:30 p.m., in the Government Chambers, with Mr. Burrell, presiding, and the following members in attendance constituting a quorum: Commissioners Atkins, Blake, Burrell, Chavez, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, and Young (11). ABSENT: Commissioner Epperson (1).

The invocation and Pledge were given during the Committee meetings.

**CITIZENS COMMENTS**

Nancy Treadwell came before the Commission and gave the following comment:

I live in Shreveport, 71105. Thank you for allowing me to speak. I want to tell you about my concerns about the food distribution on Election Day and concerns about how the election, in general, is being discussed amongst the Commission. [inaudible] matters to me is no public money should be used to influence any election. No event should impede a polling location—be it a group of people, a line of cars, or any obstruction. That, as Commissioners, your words influence our community. Yesterday, I listened to your Tuesday's Work Session. I found helpful information, such as the date of the October distribution was made by the Northwest Louisiana Food Bank, and the distribution locations were moved away from the polling places. Also, there was some interesting election statistics given, and I appreciate that. But instead of hearing other positive discussions, I heard blame. That made me very concerned. I have over 300 pages of election code. Every legal vote should be counted and polling places should be safe. Public funds shouldn't be used in any way to influence an election. In my opinion, public officials should follow these laws, both in the literal sense and understand how perception does matter in the way that the public of the fairness of elections. When I heard some of you imply that or even outright say that to question the wisdom of the food distribution on an Election Day had a racial motivation or showed callousness towards hungry people, I couldn't help but take that personally. I was actually a little shocked, and I'm sorry—I'm nervous. I'm just a plain old citizen who loves her community, and I don't take politics personally usually, but I did feel that way yesterday because I care about the community; I care about hungry people. To hear some of your discussion, I'm sorry, was personally hurtful. Some of you even said that the recount and subsequent lawsuit was unfair—that the election was already won, fair and square, but we have election laws for exactly this situation. That each candidate owes it to their constituents to follow the letter of the law in representing the voters. So when there are fifty votes that were proven illegal—it's not unfair to follow the law and how candidates pursue their day in court—and that's what's playing out now. The system's working. As a community, we must be able to speak about difficult issues without blame to address, race issues without implying racism, and to discuss differences without assuming the worst. I appreciate y'all. I thank you for this opportunity to speak. My only question about this thing was at what time during the week before the election was the problem identified and the food distribution—which I think is wonderful, by the way—was moved away from any polling location?

Irma Rogers came before the Commission and gave the following comment:

President Burrell, Vice President Young, and all of the Commissioners assembled. First, I'd like to thank you for support of the Martin Luther King Community Development Corporation during the past few years. It is hard, sometimes, as small non-profits to provide for things like extra summer help, which has been requested by the State Superintendent. So, your assistance with some of that does help. When you run upwards of \$25,000 to pay the tutors for two to three weeks. The other issue I'd like to address this evening is Resolution No. 67, the resolution supporting the MLK Food Desert Project. Over the years—and I understand that at your last meeting, I could not be present—we've had several studies about not only indicating that MLK/Cooper Road is a food desert, but how to alleviate some of these problems. Revitalization and economic development. The first study was done when Mr. Calvin Lester—we're talking more than fifteen years ago—was our City Councilperson. Heard, McElroy, and Vestal—they were called in to do the study, but the Council said since we haven't had an updated Master Plan since 1957—it's in this Master Plan. I'd like to read one excerpt before my time runs out. It is going to be 11.4 This is the original, which I gave two years of my life to help with. So this is everything we did from like 2009-2011. Over the years as annexation and place, basic infrastructure was built, streets, and paved for MLK. This is north of the Cooper Road area now. MLK was semi-rural. At that time, you had gardens—you had a lot of other things, ok. That changed with annexation. Revitalization to this neighborhood, where there were overpopulating at some times has been marked and needed. It's in the Master Plan, so studies have been done. Studies have been done for the last 12-15 years. I just want to give you some background on it. So if you need some, we can pull those original files if we have to. But this is from 2009-2010, we definitely need a grocery store. Lo-Mart has been closed for several years now, not 9, as the owner who has it now has said—but at least four to five, there has ceased to be an existence for our community. We have dollar stores, but that's not complete and home economic development. So, I encourage you to support this resolution. It's for a large chunk of their city. I could not read all of this, but it

is in 11.4—11.4 is the original. This is the original and the draft that I bought. The smaller version is this, and there's a CD disc, which you have to have an older computer to run right now. But, in the new version online, and see page 11.5—you will find the same information. It says, 'Martin Luther King neighborhood has followed a somewhat different trajectory than many of the other historically African American neighborhoods. The presence of Southern University as availability of inexpensive land spark creation of some middle-class subdivision and more recently, apartment development. However, the MLK area has some of the same infrastructure problems and housing blight as the inner core neighborhoods for different reasons. Historically, white inner core neighborhoods, such as Highland, also experience some of the disinvestment. The post-WWII moved from the city center to more suburban locations are more attractive to some families, just for a background.' And we do have a couple of—two or three locations—and there's something else coming into our neighborhood what you would call a gated community on Audrey Lane. That's already in progress. So there are rooftops. My information had recorded only about 700 housing starts. Information from Ms. Moore's office at more than 900 housing starts within our neighborhood since 2007-2008. So that lets you know, there is a population there; however, we do not have all of the amenities and conveniences that several of them—all of our counterpart neighborhoods have. Generally, things go around our community and not into our community. if you look at the growth spurt of economic development that's hitting Blanchard right now. Blanchard is up past us, but that's not coming into MLK. So we're looking for specifics. We've done the homework; we've done the training; we do understand what you're talking about in terms of economic development and being economically available to sustain this. So that's why I'm speaking up for this particular resolution. It's been several years. We're looking forward to new developments. Thank you for your time.

John Settle came before the Commission and gave the following comment:

I'm glad that Resolution 61 was withdrawn because, legally, it was defective....very much so. Mr. Lattier's term ends in 2027. Mr. Clark's term ends January 18<sup>th</sup>, after we have a new governor. The statute says very clearly that y'all recommend people to that, one, if an office is vacant—it's not vacant. Mr. Lattier is still alive, functioning, and going to meeting. If you read their minutes, he is very diligent; the same with Mr. Clark. Secondly, no terms have expired. So the very basis, legally, of that was totally defective. You've had other people here that you want to come speak to the Commission, and they didn't come—and I was disappointed, whether it was the Registrar or Sheriff or other people. The motive of trying to penalize the board member for not coming here—I think was improper, but the biggest problem with that resolution is that your president does not have, you know, lateral power to make recommendations to boards. If there's a vacancy, the procedure you all have always followed is to ask citizens to volunteer, ask y'all to make recommendations, and then y'all go through a vetting process. It was a total abuse of power for the President to make a recommendation and get you to pass that without participation. I'm glad good government has prevailed. I'm glad that common sense and legal reasoning has prevailed with your president. Since I'm here, I hope that my comments will be heard and recorded so that they will not be attributed to things that I have not said that people in the media have said. It's been so much fun. Thank you.

### **ADOPT REGULAR SESSION MINUTES**

It was **moved by Mr. Johnson**, seconded by Mrs. Gage-Watts, *that the Regular Session Minutes from November 22, 2023 and the Special Session Minutes—Budget Adoption from December 5, 2023 be adopted. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Atkins, Blake, Burrell, Chavez, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, and Young (11). NAYS: None (0). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

### **SPECIAL RESOLUTIONS**

It was **moved by Mr. Chavez**, seconded by Mr. Atkins, *to englobo and adopt the following special resolutions:*

- *Special Resolution Honoring Harold Sater*

Mr. Chavez thanked Mr. Sater and his wife, Bev, for given so much of their time to District 10 and Southern Hills.

- *Special Resolution Honoring David Hylan*

At this time, Mr. Chavez's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Blake, Burrell, Chavez, Gage-Watts, Hopkins, Jackson, Jones, Lazarus, and Young (10). NAYS: Commissioner Johnson (1). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

### **SPEICAL RESOLUTION OF RECOGNITION & APPRECIATION HAROLD SATER**

*WHEREAS*, Mr. Harold Sater has dedicated himself and demonstrated an unwavering and selfless commitment to the betterment of Caddo parish and its residents; and

*WHEREAS*, Mr. Sater has served with distinction and honor in various capacities that have significantly contributed to the growth and prosperity of our community, including his exceptional service with the Shreveport Metropolitan Planning Commission, the Southern Hills Business Association, and as a dedicated business owner and REALTOR; and

*WHEREAS*, his tireless efforts, both as a business owner and as a REALTOR, have not only bolstered the local economy but have also helped countless residents find their dream homes; and

*WHEREAS*, Mr. Sater's involvement with the Shreveport Metropolitan Planning Commission and the Southern Hills Business Association has fostered community development and economic growth; and

*WHEREAS*, his leadership, compassion, and dedication to public service have made him a respected figure in our community, admired for his wisdom, dedication, and vision for a better future; and

*WHEREAS*, we cannot overlook the vital support and contribution of Mr. Sater's wife, Bev, who has been a pillar of strength and encouragement throughout his endeavors; and

*WHEREAS*, it is fitting and proper that we express our sincere gratitude and appreciation for the many years of devoted service that Mr. Harold Sater, along with the unwavering support of his wife, Bev, have given to Caddo Parish.

*NOW, THEREFORE, BE IT RESOLVED*, by the Caddo Parish Commission that we extend our deepest appreciation and gratitude to Mr. Harold Sater and acknowledge the invaluable contributions of his wife, Bev, for their outstanding service to our community.

*BE IT FURTHER RESOLVED*, that this resolution be presented to Mr. Harold Sater and his wife, Bev, as a symbol of our heartfelt thanks and as a reminder of the impact they have made on the lives of the residents of Caddo Parish.

*BE IT FINALLY RESOLVED* that this resolution be duly recorded in the official records of the Caddo Parish Commission and that copies be provided to Mr. Harold Sater and his wife, Bev, for their personal archives.

**SPECIAL RESOLUTION OF RECOGNITION & APPRECIATION  
DAVID HYLAN**

*WHEREAS*, David Hylan has served with distinction as the Executive Director of the Betty & Leonard Phillips Deaf Action Center, leaving an indelible mark on the organization through his unwavering commitment and leadership; and

*WHEREAS*, David Hylan's dedication to the Deaf community has been exemplary, fostering a spirit of inclusivity, advocacy, and empowerment throughout his tenure; and

*WHEREAS*, David Hylan's tireless efforts have significantly contributed to the betterment of the lives of individuals within the Deaf community, championing their rights and promoting equal opportunities; and

*WHEREAS*, David Hylan's strategic vision and innovative initiatives have propelled the Deaf Action Center to new heights, establishing it as a beacon of support and a catalyst for positive change; and

*WHEREAS*, David Hylan's passion for serving others has not only impacted the Deaf community but has benefitted the overall community by allowing the hearing-impaired members to contribute and participate in community at a deeper level, as well as inspiring colleagues, stakeholders, and community members; and

*WHEREAS*, David Hylan's retirement marks the end of an era, and the Caddo Parish Commission wishes to express its deepest gratitude for his years of dedicated service and leadership.

*NOW, THEREFORE, BE IT RESOLVED* by the Caddo Parish Commission that we extend our heartfelt thanks to David Hylan for his exceptional contributions as the Executive Director of the Betty & Leonard Phillips Deaf Action Center.

*BE IT FURTHER RESOLVED* that this resolution be presented to David Hylan as a token

of our appreciation for his commitment, dedication, and the positive impact he has made on the Deaf community and the broader community.

### **COMMUNIQUES & COMMITTEE REPORTS**

- Mr. Jackson said that the Juvenile Justice Committee meeting met today and discussed the issue regarding the closure of the Johnny Gray Jones facility.

Mr. Jackson also proclaimed that there were no public funds used to solicit for a campaign. The Commission worked with the Northwest Louisiana Food Bank to provide food boxes for citizens. Mr. Jackson reiterated his statements that were made during Monday's Work Session. He said that there were several events going on during the Election Day, but only the food distribution was being criticized.

- Mr. Hopkins thanked Mr. Patrick Wesley and Parks & Recreation for all of their hard work for the Christmas on Caddo event.

- Mrs. Blake appreciates the comments made during Citizens Comments. She stated that she shared the same concerns that Ms. Treadwell had. Mrs. Blake reiterated that nothing should be given away on Election Days.

She also talked about the Johnny Gray Jones closure. She appreciates the information that was given during the Juvenile Justice Committee meeting.

Mrs. Blake thanked Mr. Sater for all of his hard work within the community.

- Mr. Atkins also addressed Mrs. Treadwell's concerns. He does not believe that the Parish had any ill intent, but understands the concerns that were had. Mr. Atkins pointed out that once the realization was had regarding the polling places, Administration responded quickly and moved the food distribution sites away from those locations.

- Answering a question from Mr. Johnson regarding the food distribution locations, Mrs. Bryant stated that she is not away that any of the distribution locations were at a polling place, aside from Fire District 4 in District 11. Mr. Johnson shared the same sentiments as Mr. Atkins. He does not believe that there were any ill intentions regarding the food giveaway. Mr. Johnson said that there was a need, and that need was met.

- Mr. Jackson said that he is a huge advocate of citizens coming down and speaking, but there is also a responsibility to speak the truth.

- Mr. Jones reminded everyone about the Hopeless Parent Café event that will be held tonight from 5:00 p.m. until 6:30 p.m. at A.B. Palmer Park, 547 E. 79<sup>th</sup> Street.

He also thanked the Juvenile staff for providing a safe haven for the children who are in need. Mr. Jones wants to work hard to ensure Juvenile Justice has what it needs to for our young people.

Mr. Jones agreed with Mr. Jackson in making sure correct and accurate information is being put out to the public. Mr. Jones also said that many of the young people are moving out of Caddo Parish as quickly as they can because 'there aren't any good paying jobs; they don't trust the leadership; and they don't trust in the voting system'. He said that there are several problems and issues, but nothing is being resolved because 'we refuse to come together'. We've got to stop all of this foolishness and find real solutions, he said.

- Mrs. Gage-Watts said that the Parish fed several households based on a natural disaster. The Commission stepped up to the plate and addressed a need in the community: hungry people. Mrs. Gage-Watts also mention a "public health crisis, crime". She also agreed with Mr. Jackson and Mr. Jones regarding citizens' engagement. She encouraged citizens to come down and speak, but ensure that the information they are saying is correct and accurate.

- Mrs. Blake agreed with Mrs. Gage-Watts regarding encouraging citizens to speak during the meetings. She then commented that it is also important to protect voting and elections. Mrs. Blake said that the community does not trust leadership. She agreed with Mr. Atkins that it is important to address the needs of the citizens, especially when it comes to food, but it should not be done on election days nor near polling sites. On Election Day, we should never do something that could cause the perception of electioneering nor should we do anything that would deter people from voting because we do need change for this community, she said.

- Mr. Young talked about an incident at a short-term rental in his district. There was a party, and someone shot a gun with the bullets going in the house next door. Mr. Young wanted to research and

create a process of revoking a license of a short-term rental.

- Mr. Jones reiterated that the Parish of Caddo did not push votes for a particular candidate during the food distribution. He said that people were hungry and needed food for Thanksgiving. Mr. Jones also said that the court paperwork stated eleven illegal votes were counted, not fifty.
- Mrs. Gage-Watts said that a leader, she is ashamed of this discussion. I am not going to let a date on the calendar ruin the gifts of food that we were able to provide for so many households for Thanksgiving, she said.
- Mr. Johnson pointed out that Caddo Parish is not growing; its population is shrinking. Something different needs to be done, he said.

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

Mr. Burrell talked about Resolution No. 61 of 2023 with regards to the Red River Waterway Commission. He said that there was some misinformation put saying that the President of the Commission made a unilateral decision for a board appointment. Mr. Burrell said that was not the case because the whole Commission body has to vote on all of the appointments.

Another piece of misinformation was given, he said, regarding Mr. Clark. Mr. Burrell said that his name was never brought up. He also pointed out that he should not have been taken off the Red River Waterway Commission because it was not a violation of the law.

Mr. Burrell then talked about the food distribution. He said that he was vilified saying that he was giving away food for votes; this was not the case. Mr. Burrell said that every citizen has a civic responsibility to go and vote, not who to vote for, but to vote.

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

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

- *Ordinance No. 6398 of 2023, an ordinance to accept the streets in Northwood Trace Subdivision, Unit 7, New Territory Unit IV-A, and New Territory Unit V into the Parish of Caddo System, and to otherwise provide with respect thereto*
- *Ordinance No. 6399 of 2023, an ordinance to close and abandon a portion of the dedication for Laura Lea Lane located in Sections 28 and 29, Township 21 North, Range 16 West, in the Parish of Caddo, and to otherwise provide with respect thereto*
- *Ordinance No. 6400 of 2023, an ordinance to deem property surplus and authorize the sale of surplus property owned by the Parish of Caddo and to otherwise provide with respect thereto*

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

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

It was **moved by Mr. Hopkins**, seconded by Mr. Young, *to englobo and adopt the following ordinances:*

- *Ordinance No. 6398 of 2023, an ordinance to accept the streets in Northwood Trace Subdivision, Unit 7, New Territory Unit IV-A, and New Territory Unit V into the Parish of Caddo System, and to otherwise provide with respect thereto*
- *Ordinance No. 6399 of 2023, an ordinance to close and abandon a portion of the dedication for Laura Lea Lane located in Sections 28 and 29, Township 21 North, Range 16 West, in the Parish of Caddo, and to otherwise provide with respect thereto*
- *Ordinance No. 6400 of 2023, an ordinance to deem property surplus and authorize the sale of surplus property owned by the Parish of Caddo and to otherwise provide with respect thereto*

At this time, Mr. Hopkins' motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Blake, Burrell, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, and Young (10). NAYS: Commissioner Chavez (1). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

**ORDINANCE NO. 6398 OF 2023**

BY THE CADDO PARISH COMMISSION

AN ORDINANCE TO ACCEPT THE STREETS IN NORTHWOOD TRACE SUBDIVISION UNIT 7, NEW TERRITORY UNIT IV-A, AND NEW TERRITORY UNIT V INTO THE PARISH OF CADDO ROAD SYSTEM, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, the Parish of Caddo has received a request to accept the streets in Northwood Trace Subdivision Unit 7, New Territory Unit IV-A, and New Territory Unit V into the Parish of Caddo road system;

WHEREAS, the Parish of Caddo has received and reviewed the subdivision plats showing a dedication to the Parish of Caddo; and

WHEREAS, the Parish of Caddo finds that the acceptance of the subdivisions into the Parish of Caddo system 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 Parish of Caddo hereby accepts into the Parish of Caddo road system all of the streets in Northwood Trace Subdivision Unit 7, New Territory Unit IV-A, and New Territory Unit V Caddo Parish, Louisiana as shown on the attached subdivision plat marked as "Exhibit A".

BE IT FURTHER ORDAINED that a copy of this ordinance, with a subdivision plat of the Northwood Trace Subdivision Unit 7, New Territory Unit IV-A, and New Territory Unit V attached thereto as "Exhibit A", shall be filed in the conveyance records of the Parish of Caddo.

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

BE IT FURTHER ORDAINED that this ordinance shall be effective ten days after publication in the official journal.

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

**ORDINANCE NO. 6399 OF 2023**

BY THE CADDO PARISH COMMISSION

AN ORDINANCE TO CLOSE AND ABANDON A PORTION OF THE DEDICATION FOR LAURA LEA LANE LOCATED IN SECTIONS 28 & 29, TOWNSHIP 21 NORTH, RANGE 16 WEST, IN THE PARISH OF CADDO, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the Parish of Caddo has received a request from Mr. James R. Branton to release the public dedication for Laura Lea Lane over his property in Sections 28 & 29, Township 21 North, Range 16 West; and

WHEREAS, Mr. James R. Branton has recently acquired the property in Section 28 and is now the owner of record for all of the land under this portion of Laura Lea Lane and also all of the adjacent linear footage; and

WHEREAS, a tacit dedication for Laura Lea Lane was established through public use and maintenance by the Parish of Caddo; and

WHEREAS, the Parish of Caddo has reviewed the request for the release of the dedication for Laura Lea Lane on Mr. Branton's property and finds that this portion of Laura Lea Lane serves no other property owners and this closure and abandonment 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 a portion of the dedication for Laura Lea Lane on properties identified by Caddo Parish Tax Assessor's Geographic Numbers 211628-000-0001-02 & 211629-000-0018-00, as shown on Exhibit A, located in Sections 28 & 29, Township 21 North, Range 16 West, in the Parish of Caddo be, and the same is hereby, closed and abandoned, said portion of Laura Lea Lane being more specifically described as follows:

All of that portion of the dedication of Laura Lea Lane 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 the portion of the dedication for Laura Lea Lane, located in Sections 28 & 29, Township 21 North, Range 16 West, to closed and abandoned shall be filed in the conveyance records of the Parish of Caddo.

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 of 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.

#### **ORDINANCE NO. 6400 OF 2023**

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE TO DEEM PROPERTY SURPLUS AND AUTHORIZE THE SALE OF SURPLUS PROPERTY OWNED BY THE PARISH OF CADDO AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the Parish of Caddo owns equipment that is no longer being used; WHEREAS, that equipment is enumerated in the attached Exhibit A;

WHEREAS, the Parish of Caddo no longer needs the above equipment, and said equipment should be deemed surplus, obsolete, or unused for present and future parish needs;

WHEREAS, the Parish of Caddo is authorized to dispose of certain supplies, materials, and equipment determined to be surplus;

WHEREAS, the Parish of Caddo desires to dispose of the above-listed equipment by public auction; and

WHEREAS, the Caddo Parish Commission concurs with the finding that the items described above are surplus and are no longer needed for public purposes.

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal, and regular session convened that the property itemized in Exhibit A is no longer needed for parish public purposes and is declared surplus property which is to be disposed of by public auction.

BE IT FURTHER ORDAINED, that the items described above are being offered on an "as is" basis, without warranty of title or recourse whatsoever.

BE IT FURTHER ORDAINED, that the Caddo Parish Administrator or his designee shall be authorized to do any and all things and to sign any and all contracts and other documents in a form acceptable to the Caddo Parish Attorney necessary to effectuate the purposes set forth herein.

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 upon adoption.

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

hereby repealed.

**ORDINANCES (for introduction by title)**

- *Ordinance No. 6402 of 2023, an ordinance implementing an ad valorem tax exemption for first responders, and to otherwise provide with respect thereto*

**WORK SESSION MINUTES**

It was **moved by Mr. Jackson**, seconded by Mr. Jones, *that the Work Session Minutes from December 4, 2023 be ratified. Motion carried.*

**RESOLUTIONS**

It was **moved by Mr. Burrell**, seconded by Mr. Jackson, *that Resolution No. 61 of 2023, a resolution submitting to Governor John Bel Edwards a name for appointment for membership on the Red River Waterway Commission be removed from the agenda.*

Mr. Burrell said that this appointment does not expire until 2026. He also explained that a new Governor will be taking office soon. When a new governor comes in, they normally clear all boards and appointments, at their discretion. At that time, it would be appropriate to make a recommendation to this Commission.

At this time, Mr. Burrell's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Blake, Burrell, Chavez, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, and Young (11). NAYS: None (0). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mrs. Gage-Watts, *that the following items be adopted:*

- *Resolution No. 64 of 2023, a resolution to authorize the Caddo Parish Administrator to request and authorize the Louisiana State Mineral & Energy Board and the Office of Mineral Resources to accept nomination and advertise for oil, gas, and mineral leases, accept bids, and award and execute oil, gas, and mineral leases on certain mineral interests owned by the Parish of Caddo, and otherwise providing with respect thereto*
- *Resolution No. 65 of 2023, a resolution to authorize the Caddo Parish Administrator to approve the assignment, bill of sale, and conveyance of State Agency Lease 2775 from SWN Production (Louisiana), LLC, to Paloma Natural Gas, LLC, and otherwise providing with respect thereto*
- *Resolution No. 67 of 2023, a resolution supporting the MLK Food Desert Project*
- *Accept the recommendations of the Alcoholic Beverage Committee*

Mr. Atkins is supporting Resolution No. 67 of 2023, and reiterated that there is no funding associated with this project at this point. This resolution is to continue to vet and evaluate the project. Mr. Hopkins agreed with Mr. Atkins.

At this time, Mr. Jackson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Blake, Burrell, Gage-Watts, Hopkins, Jackson, Johnson, Jones, and Young (9). NAYS: Commissioners Chavez and Lazarus (2). ABSENT: Commissioner Epperson (1). ABSTAIN: None (0).

**RESOLUTION NO. 64 OF 2023**

BY THE CADDO PARISH COMMISSION:

A RESOLUTION TO AUTHORIZE THE CADDO PARISH ADMINISTRATOR TO REQUEST AND AUTHORIZE THE LOUISIANA STATE MINERAL AND ENERGY BOARD AND THE OFFICE OF MINERAL RESOURCES TO ACCEPT NOMINATIONS AND ADVERTISE FOR OIL, GAS AND MINERAL LEASES, ACCEPT BIDS, AND AWARD AND EXECUTE OIL, GAS AND MINERAL LEASES ON CERTAIN MINERAL INTERESTS OWNED BY THE PARISH OF CADDO, AND OTHERWISE PROVIDING WITH RESPECT THERETO

WHEREAS, the Parish of Caddo may own certain mineral rights underlying the following described property, to-wit:

Those certain road dedications located in Section 30, Township 17 North, Range 14 West, known as Tai Drive in the Shreve Hills Subdivision located in the Southwest Quarter of Section 30, T17N, R14W and more particularly described in that certain Plat and Dedication under Reg. #1911946, records of Caddo Parish, Louisiana and containing 3.5432 acres, more or less, and that portion of Denny Drive in Valley View Subdivision located in the Southeast Quarter of Section 30, T17N, R14W and more particularly described in that certain Plat and Dedication under Reg. #269726, records of Caddo Parish, Louisiana and containing .69 acres, more or less, and those certain adjudicated properties described as Lot 1000, Shreve Hills Subdivision, Geo. #171430-065-1000, containing 3.04 acres, more or less, and a three foot strip off the North side of Lot 17, Valley View Subdivision, Geo. #171432-003-0026, containing .0121 acres, more or less, with Section 30, Township 17 North, Range 14 West containing a total of 7.2853 acres, all in Caddo Parish, Louisiana.

WHEREAS, the Parish of Caddo has received a written request from Cypress Energy Partners, LLC., that the Parish seek public bids for an oil, gas and mineral lease covering said property; and

WHEREAS, the Parish of Caddo does not have the knowledge or resources available to determine if it owns the mineral rights and the Parish of Caddo will rely on the expertise and experience of the lessee in determining ownership; and

WHEREAS, it is expressly agreed that any lease granted by the Parish of Caddo and accepted by lessee is without any warranty of title and without any recourse against the Parish of Caddo whatsoever, either express or implied, and it is expressly agreed that the Parish of Caddo shall not be required to return any payments received or be otherwise responsible to lessee therefore; and

WHEREAS, the Louisiana State Mineral and Energy Board and the Office of Mineral Resources, is available upon the request of Caddo Parish to lease the aforesaid property for oil, gas and other minerals if requested to do so by Caddo Parish.

**NOW, THEREFORE, BE IT RESOLVED** by the Caddo Parish Commission in due, regular and legal session convened, that the Louisiana State Mineral and Energy Board and the Office of Mineral Resources, be and it is hereby requested and authorized to accept nominations and advertise for oil, gas and mineral leases, accept bids and award and execute oil, gas and mineral leases on the aforesaid properties of certain mineral interests owned by the Parish of Caddo.

**BE IT FURTHER RESOLVED** that any such lease contain a no surface operations provision as follows: Lessee, its successors or assigns, may produce oil, gas and other minerals from the leased premises by drilling from a surface location on other lands, but notwithstanding any other provision of this lease, Lessee, its successors or assigns, shall not use the surface of the Lessor's property for drilling or any other operations without prior written permission of Lessor, which permission may be withheld at Lessor's discretion.

**BE IT FURTHER RESOLVED** that any such lease contain a horizontal pugh provision as follows: Notwithstanding anything to the contrary herein contained, at the end of the primary term or any extension thereof by operations, if the Commission of Conservation of the State of Louisiana establishes a drilling unit which includes a part of the land herein leased, the production of oil, gas and other minerals from such unit shall maintain this lease in full force and effect only as to such portions of the leased land embraced in said pooled unit; and this lease shall expire as to that part of the land herein leased not included in such unit; and lessee, its successors and assigns agrees to relinquish by formal instrument any portion of the leased land not included in a unit created by the Commission of Conservation while this lease is in effect

**BE IT FURTHER RESOLVED** that any such lease contain a vertical pugh provision as follows: Upon the expiration of the primary term hereof or any extension thereof by operations, this lease shall automatically terminate and be of no further force or effect except as to all that part of the leased premises then included within the geographical boundaries of a producing unit duly established by governmental agency or authority having jurisdiction, from the surface of the earth to a depth of 100 feet below the deepest depth from which any well commenced during the primary term hereof on the leased premises or on lands pooled therewith is completed and from which there is production in paying quantities, such depth determination to be made on a unit by unit basis. In the absence of units so established, this lease shall terminate except as to 40 acres around each producing oil well and 160 acres around each producing or shut-in gas well located on the leased premises, in as near the form of a square as is

practicable, from the surface of the earth down to a depth of 100 feet below the deepest depth from which said well or wells are completed and from which there is production in paying quantities, such depth determination to be made on a well by well basis.

BE IT FURTHER RESOLVED that any such lease contain a minimum royalty provision as follows: Royalty of not less than 1/4<sup>th</sup> or 25%.

BE IT FURTHER RESOLVED that any such lease contain a minimum bonus provision as follows: Bonus of not less than \$3,000.00 per acre.

BE IT FURTHER RESOLVED that any such lease contain a hard or solid mineral exclusion provision as follows: This lease shall exclude free sulphur, potash, lignite, salt and any other hard or solid mineral. Lessee shall not have any rights to explore, drill for, mine, produce or take any action whatsoever in regard to any such hard or solid mineral deposits.

BE IT FURTHER RESOLVED that any such lease contain a maximum term provision as follows: Primary term of lease shall not exceed three (3) years.

BE IT FURTHER RESOLVED 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.

#### **RESOLUTION NO. 65 OF 2023**

BY THE CADDO PARISH COMMISSION:

A RESOLUTION TO AUTHORIZE THE CADDO PARISH ADMINISTRATOR TO APPROVE THE ASSIGNMENT, BILL OF SALE AND CONVEYANCE OF STATE AGENCY LEASE 2775 FROM SWN PRODUCTION (LOUISIANA), LLC, TO PALOMA NATURAL GAS, LLC, AND OTHERWISE PROVIDING WITH RESPECT THERETO

WHEREAS, the Parish of Caddo is a Lessor in that certain oil, gas and mineral lease from the Caddo Parish Police Jury to Plymouth Oil Company, in State Agency Lease 2775, dated July 20, 1955, and recorded at registry No. 109689 of the conveyance records of Caddo Parish, Louisiana; and

WHEREAS, State Agency Lease 2775 has been conveyed by numerous assignments, bill of sale, conveyance and mergers to SWN Production (Louisiana), LLC; and

WHEREAS, the Parish of Caddo has received a written request from Paloma Natural Gas, LLC, seeking approval from the Caddo Parish Commission of an Assignment of Oil, Gas and Mineral Leases from SWN Production (Louisiana), LLC, to Paloma Natural Gas, LLC, dated effective 9-21-2023, and filed and recorded under Reg. #2944647, records of Caddo Parish, Louisiana, that includes State Agency Lease 2775.

NOW, THEREFORE, BE IT RESOLVED by the Caddo Parish Commission in due, regular and legal session convened, that the Administrator is hereby authorized to approve the Assignment of Oil, Gas and Mineral Leases from SWN Production (Louisiana), LLC to Paloma Natural Gas, LLC, dated effective 9-21-2023, and filed and recorded under Reg. #2944647, records of Caddo Parish, Louisiana, that includes State Agency Lease 2775.

BE IT FURTHER RESOLVED 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.

#### **RESOLUTION NO. 67 OF 2023**

BY THE CADDO PARISH COMMISSION:

A RESOLUTION EXPRESSING SUPPORT OF THE PROPOSED PROJECT TO ELIMINATE THE FOOD DESERT IN THE MARTIN LUTHER KING AREA, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the City of Shreveport has commissioned a study to eliminate a food desert in the Martin Luther King Area of Shreveport, Caddo Parish; and

WHEREAS, the study has been completed and it has been determined that the community would be best served with the development of a multi-tenant commercial center, with a grocery facility being the anchor tenant; and

WHEREAS, several steps toward completing the project have been taken; and

WHEREAS, the author of the study, Ronnie L. Bryant, LLC is soliciting Caddo Parish's support as essential to the success of this project.

NOW, THEREFORE, BE IT RESOLVED by the Caddo Parish Commission, in due, legal and regular session convened, that:

The Caddo Parish Commission expresses its support of the development of a multi-tenant commercial center with a grocery facility in the Martin Luther King Area of Shreveport, Caddo Parish, in order to eliminate the food desert in that area.

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.

**NEW BUSINESS**

It was **moved by Mr. Johnson**, seconded by Mr. Young, *that the End of Year Appointments, First of Year Appointments, and Old Appointments that were never filled/reappointed* be adopted with the exception of the Citizen's Disaster Response Committee, Children & Youth Planning Board, and Charter Review Committee. Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Blake, Burrell, Gage-Watts, Hopkins, Johnson, Jones, Lazarus, and Young (9). NAYS: Commissioner Chavez (1). ABSENT: Commissioners Epperson and Jackson (2). ABSTAIN: None (0).

**2023 END OF THE YEAR APPOINTMENTS:**

<i>Dr. Brad Everson</i>	<i>Animal Board</i>	<i>1/1/2023</i>
<i>Catherine Alred</i>	<i>Animal Board</i>	<i>1/1/2023</i>
<i>Mary Tallant</i>	<i>Lakeview Waterworks District</i>	<i>3/17/2023</i>
<i>Jake Brown</i>	<i>PZC</i>	<i>9/8/2023</i>
<i>Calvin Millender</i>	<i>Sewerage District No. 7</i>	<i>11/1/2023</i>

**FIRST OF THE YEAR APPOINTMENTS:**

<i>Tony Moffett</i>	<i>Fire District No. 1</i>	<i>1/1/2024</i>
<i>Roderick T. Casey</i>	<i>Fire District No. 1</i>	<i>1/1/2024</i>
<i>Helen M. Mazier</i>	<i>Fire District No. 3</i>	<i>1/1/2024</i>
<i>Mickey Gilcrease</i>	<i>Fire District No. 4</i>	<i>1/1/2024</i>
<i>James E. Robinson</i>	<i>Fire District No. 4</i>	<i>1/1/2024</i>
<i>David L. Winkler</i>	<i>Fire District No. 5</i>	<i>1/1/2024</i>
<i>John B. Frierson, Jr.</i>	<i>Fire District No. 5</i>	<i>1/1/2024</i>
<i>Mike McCullough</i>	<i>Fire District No. 6</i>	<i>1/1/2024</i>
<i>Charles William Partain, Jr.</i>	<i>Fire District No. 6</i>	<i>1/1/2024</i>
<i>James Martin</i>	<i>Fire District No. 8</i>	<i>1/1/2024</i>
<i>Stormy Gage Watts</i>	<i>Sport Commission</i>	<i>1/1/2024</i>
<i>Ann Osment</i>	<i>Waterworks District No. 7</i>	<i>1/8/2024</i>

**OLD APPOINTMENTS THAT WERE NEVER FILLED/REAPPOINTED**

Vacant	Sewerage District No. 2	9/18/2018
Glenda Britton	Waterworks District No. 7	1/8/2021
Robert Brown	Lakeview Waterworks District	3/17/2021
Kenneth Mitchell	Sewerage District No. 2	8/6/2021
Diann Adams	Sewerage District No. 2	9/11/2021
JoAnn Witkowski	Sewerage District No. 7	11/1/2021
Charles Reynolds	Black Bayou Watershed	8/14/2022

**COMMUNIQUES & COMMITTEE REPORTS**

- Mr. Johnson wished everyone a Merry Christmas and Happy New Year.
- Mr. Atkins also wished everyone a Merry Christmas and Happy New Year.
- Mr. Burrell thanked the Commissioners for this year. He said that there were several accomplishments, and he appreciates everyone around this horseshoe.
- Mr. Jones agreed and wished everyone a Merry Christmas and Happy New Year. He hopes that everyone loves their neighbors as they love themselves.

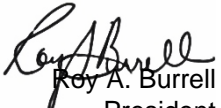
**CITIZENS COMMENTS (late arrivals)**

Nancy Treadwell came before the Commission and gave the following comment:

Thank you for the opportunity to speak again. First, I want to apologize if I even implied that there was intentionality related to voting and y'all's intention. I was trying to express my concerns about—there's nothing more important than our vote in terms of how we live our lives in our communities. That's our biggest way to community our desires and our representative government. I apologize if I came off as saying that y'all had intention about doing that. In fact, I learned watching y'all talk earlier this week that wasn't the case and that date was already assigned. So, I want to make that on the official record that I acknowledge that there was no planning on your part for that. What I was interested in finding out was the day that the decisions were made to move things away from polling places. I appreciate that because we can't measure that, but there could be influences on large numbers of people around polling places. This is from my heart. I want to say that it's important to me that y'all know that what I was concerned when I listened to your meeting from Tuesday was that I didn't see the concern from y'all that it was a big deal, and not just to me or another person, but as a community that y'all as elected officials hold those things very important and take them seriously. And not just say, 'oh, that's not important'. That was the big thing I was trying to say. Again, I appreciate that. Y'all actually did respond and whatever happened to make that change. I wanted to separate that from concern for people in need, which I think for every one of us here when we show up to things like this—we care about our communities. Of course, we want to help people in need. The race issues—I mean, I can't understand what someone else lives through whether they're black or white—that's not my life, but I can have empathy for it, and I can listen. Unless we all do that, I mean just listening to y'all talk early in the week—I felt degraded and then the way some of y'all spoke about me here today, to my face, I felt the same way. My hope and prayer is that we can talk to each other with respect and empathy, and that's why I'm humbly asking you for forgiveness if I implied on an official record that y'all intentionally did something wrong on voting day. I apologize. I do not believe that. I've learned from you, and I want to thank you again for this opportunity to talk.

There being no further business to come before the Commission, the meeting adjourned at 5:26 p.m.

  
Michelle Nations  
Assistant to the Commission Clerk

  
Roy A. Burrell  
President

**SPECIAL RESOLUTION  
IN RECOGNITION AND APPRECIATION OF DONNA CURTIS**

**WHEREAS**, Donna Curtis has served as the Executive Director of Shreveport Green for an outstanding period of 32 years, dedicating her career to the advancement of our community's environmental & aesthetic well-being; and

**WHEREAS**, during her tenure as Executive Director, Donna Curtis has demonstrated unwavering commitment and exceptional leadership, steering Shreveport Green towards a greener, cleaner, and more sustainable future for Caddo Parish, while promoting environmental awareness, implementing transformative educational programs, and initiating numerous enhancement projects aimed at fostering a cleaner and more vibrant community; and

**WHEREAS**, among Curtis' achievements is the Tree Legacy Program, which has seen the planting of thousands of trees throughout our region, contributing to the beautification and conservation of our natural resources, the establishment of nearly 20 Community Gardens, the planting of countless wildflowers and daffodils, and the organization of thousands of volunteers for annual litter removal events, all of which have left an indelible mark on our landscape, the establishment of a mobile market that has combated food shortages and improved access to fresh, healthy food options within underserved areas; facilitated neighborhood-based and school-based outreach and education programs, furthering the reach of Shreveport Green's mission to create a more sustainable, eco-conscious community, been instrumental in the proper redirection of hazardous waste and recyclable materials, fostering sustainability and responsible waste management practices within our community; and

**WHEREAS**, Curtis's commitment to data-driven decision-making is exemplified through the annual litter index surveys she has conducted, providing valuable insights that have guided the community towards more effective litter prevention and removal strategies; and


**WHEREAS**, Donna Curtis's exemplary leadership has garnered national recognition, with Shreveport Green receiving a total of 21 national awards, including eleven first-place Keep America Beautiful National System awards, the National Tree Trust Branching Out Volunteer Award in 2000, KAB National Youth Group Award for ShreveCorps, and four Keep Louisiana Beautiful awards.


**NOW, THEREFORE, BE IT RESOLVED**, that the Caddo Parish Commission does hereby express its profound gratitude and admiration to Donna Curtis for her 32 years of dedicated service as the Executive Director of Shreveport Green; and


**BE IT FURTHER RESOLVED**, that this Commission extends its heartfelt congratulations to Donna Curtis for her remarkable achievements and leadership in advancing environmental stewardship, sustainability, and community engagement in Caddo Parish; and


**BE IT FINALLY RESOLVED**, that this Special Resolution be duly executed and presented to Donna Curtis as a token of the highest esteem and appreciation from the Caddo Parish Commission and the citizens of Caddo Parish for her extraordinary contributions to our community.


**ATTEST:**

  
\_\_\_\_\_  
Roy Burrell  
President

  
\_\_\_\_\_  
Mario Chavez  
District 10

  
\_\_\_\_\_  
John-Paul Young  
Vice-President

  
\_\_\_\_\_  
Steffon Jones  
District 6

  
\_\_\_\_\_  
Jeff Everson  
Commission Clerk

**SPECIAL RESOLUTION  
IN RECOGNITION AND APPRECIATION OF DONNA CURTIS**

**WHEREAS**, Donna Curtis has served as the Executive Director of Shreveport Green for an outstanding period of 32 years, dedicating her career to the advancement of our community's environmental & aesthetic well-being; and

**WHEREAS**, during her tenure as Executive Director, Donna Curtis has demonstrated unwavering commitment and exceptional leadership, steering Shreveport Green towards a greener, cleaner, and more sustainable future for Caddo Parish, while promoting environmental awareness, implementing transformative educational programs, and initiating numerous enhancement projects aimed at fostering a cleaner and more vibrant community; and

**WHEREAS**, among Curtis' achievements is the Tree Legacy Program, which has seen the planting of thousands of trees throughout our region, contributing to the beautification and conservation of our natural resources, the establishment of nearly 20 Community Gardens, the planting of countless wildflowers and daffodils, and the organization of thousands of volunteers for annual litter removal events, all of which have left an indelible mark on our landscape, the establishment of a mobile market that has combated food shortages and improved access to fresh, healthy food options within underserved areas; facilitated neighborhood-based and school-based outreach and education programs, furthering the reach of Shreveport Green's mission to create a more sustainable, eco-conscious community, been instrumental in the proper redirection of hazardous waste and recyclable materials, fostering sustainability and responsible waste management practices within our community; and

**WHEREAS**, Curtis's commitment to data-driven decision-making is exemplified through the annual litter index surveys she has conducted, providing valuable insights that have guided the community towards more effective litter prevention and removal strategies; and

**WHEREAS**, Donna Curtis's exemplary leadership has garnered national recognition, with Shreveport Green receiving a total of 21 national awards, including eleven first-place Keep America Beautiful National System awards, the National Tree Trust Branching Out Volunteer Award in 2000, KAB National Youth Group Award for ShreveCorps, and four Keep Louisiana Beautiful awards.

**NOW, THEREFORE, BE IT RESOLVED**, that the Caddo Parish Commission does hereby express its profound gratitude and admiration to Donna Curtis for her 32 years of dedicated service as the Executive Director of Shreveport Green; and

**BE IT FURTHER RESOLVED**, that this Commission extends its heartfelt congratulations to Donna Curtis for her remarkable achievements and leadership in advancing environmental stewardship, sustainability, and community engagement in Caddo Parish; and


**BE IT FINALLY RESOLVED**, that this Special Resolution be duly executed and presented to Donna Curtis as a token of the highest esteem and appreciation from the Caddo Parish Commission and the citizens of Caddo Parish for her extraordinary contributions to our community.

**ATTEST:**

  
Jeff Everson  
Commission Clerk


  
Roy Burrell  
President


  
Stormy Gage-Watts  
Parliamentarian

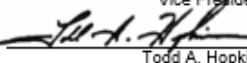
  
Lyndon B. Johnson  
District 2


  
Steffon D. Jones  
District 6

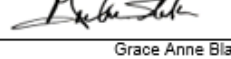
  
John E. Atkins  
District 9


  
Ed Lazarus  
District 11

  
John Paul Young  
Vice President

  
Todd A. Hopkins  
District 1

  
Steven Jackson  
District 3

  
Grace Anne Blake  
District 8

  
Mario Chavez  
District 10

  
Kenneth Epperson, Sr.  
District 12

**RESOLUTION OF RECOGNITION  
TO  
Judge Pamela Lattier**

**WHEREAS**, the Caddo Parish Commission recognizes and honors individuals who have made significant contributions to the legal profession and the community; and

**WHEREAS, Judge Pamela Lattier** has exemplified a remarkable commitment to justice, fairness, and equality throughout her distinguished career; and

**WHEREAS**, Judge Pamela Lattier holds the historic distinction of being the first female and the first African American to serve as Chief Judge of the Shreveport City Court, breaking barriers and paving the way for future generations; and

**WHEREAS**, her tenure as Chief Judge has been characterized by unwavering dedication to upholding the principles of the judicial system and ensuring access to justice for all citizens; and

**WHEREAS**, Judge Pamela Lattier's leadership, wisdom, and compassion have left an indelible mark on the legal community, fostering a sense of inclusivity and fairness; and

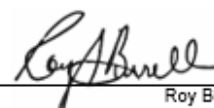
**WHEREAS**, as she embarks on the well-deserved journey of retirement, the Caddo Parish Commission wishes to express its deepest gratitude for Judge Pamela Lattier's outstanding service, acknowledging the impact she has made on the legal profession and the broader community;

**NOW, THEREFORE, BE IT RESOLVED**, by the Caddo Parish Commission, in a special session assembled, that we extend our heartfelt appreciation to Judge Pamela Lattier for her trailblazing career, her dedication to justice, and her role as a role model for aspiring legal professionals; and

**BE IT FURTHER RESOLVED**, that this resolution be appropriately documented and presented to Judge Pamela Lattier as a token of our sincere admiration and gratitude for her remarkable contributions to the Shreveport City Court and the entire Caddo Parish community.

**ATTEST:**

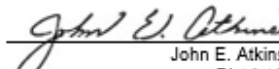
  
Jeff Everson  
Commission Clerk

  
Roy Burrell  
President


  
Stormy Gage-Watts  
Parliamentarian


  
Lyndon B. Johnson  
District 2

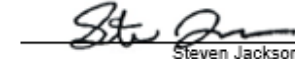
  
Steffon D. Jones  
District 6

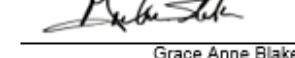
  
John E. Atkins  
District 9


  
Ed Lazarus  
District 11

  
John Paul Young  
Vice President

  
Todd A. Hopkins  
District 1

  
Steven Jackson  
District 3

  
Grace Anne Blake  
District 8

  
Mario Chavez  
District 10

  
Kenneth Epperson, Sr.  
District 12

**RESOLUTION OF RECOGNITION  
TO  
Rev. Dr. Joe Gant, Jr.**

---

**WHEREAS**, the Caddo Parish Commission acknowledges and celebrates the remarkable achievements and dedication of **Reverend Dr. Joe Gant, Jr.**, who has served as the Senior Pastor at Calvary Missionary Baptist Church for an astounding fifty years; and

**WHEREAS**, this esteemed pastor has been a steadfast beacon of leadership, compassion, and community service whose commitment to spreading the gospel has extended far beyond the walls of Calvary Missionary Baptist Church, and taken many forms from successful marches to reclaim neighborhoods from the influence of drugs in the late 80's to service as a chaplain assistant in the United States Army, to his participation in international ministries; and

**WHEREAS**, for over 42 years, Rev. Gant has hosted a city-wide Prayer Vigil at Calvary Missionary Baptist Church, fostering unity and spiritual reflection among citizens and providing dedicated prayers for educators, elected officials, law enforcement officials, and the nation; and

**WHEREAS**, Rev. Gant's extensive service to education and civic life is exemplified by his twenty years on the Board of Supervisors for the Southern University and Agriculture and Mechanical College System and twelve years as a member of the Shreveport Airport Authority; and


**WHEREAS**, Rev. Gant's creativity, determination, perseverance, and extraordinary courage in advancing fundamental rights were recognized with the 2017 Louisiana Association of Educators' Human & Civil Rights Trailblazer Award; and

**WHEREAS**, Doctor Gant's personal achievements, including being the first in his family to earn a college degree, obtaining a Bachelor of Arts degree from Louisiana State University Shreveport and a Doctor of Ministry degree from Louisiana Baptist University & Seminary, reflect his commitment to education and personal growth; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Caddo Parish Commission, that it does hereby heartily congratulate and commend Rev. Dr. Joe R. Gant, Jr. for his 50 years anniversary at Calvary Missionary Baptist Church; and

**BE IT FURTHER RESOLVED**, that this Commission does extend its gratitude for Rev. Dr. Gant's many indelible contributions to Caddo Parish and extends our wishes of continued blessings upon his efforts as he continues his service to his congregation, community and his Creator.

**ATTEST:**

  
\_\_\_\_\_  
Roy Burrell  
President

  
\_\_\_\_\_  
Steffon Jones  
District 6

  
\_\_\_\_\_  
Jeff Everson  
Commission Clerk

**RESOLUTION OF RECOGNITION  
TO  
Judge Sheva Sims**

**WHEREAS**, the Caddo Parish Commission acknowledges and celebrates the distinguished career and significant achievements of Shreveport City Court Judge Sheva Sims; and

**WHEREAS**, Judge Sheva Sims has demonstrated unwavering dedication, exceptional competence, and a steadfast commitment to justice throughout her tenure as a member of the Shreveport City Court; and

**WHEREAS**, her legal acumen, integrity, and tireless efforts have earned her the respect and admiration of her peers, colleagues, and the community she serves; and

**WHEREAS**, Judge Sheva Sims has exhibited exemplary leadership qualities, contributing to the efficient and effective administration of justice within the Shreveport City Court; and

**WHEREAS**, her investiture as Chief Judge of the Shreveport City Court marks a significant milestone in her illustrious career, symbolizing not only personal achievement but also a continued dedication to the pursuit of justice; and

**WHEREAS**, Judge Sheva Sims' appointment as Chief Judge reflects the trust and confidence placed in her by her colleagues and the legal community at large;

**NOW, THEREFORE, BE IT RESOLVED** by the Caddo Parish Commission, assembled January 3<sup>rd</sup>, 2024, that we extend our heartfelt congratulations and deepest appreciation to Shreveport City Court Judge Sheva Sims upon her investiture as Chief Judge of the Shreveport City Court.

**BE IT FURTHER RESOLVED** that this resolution be presented to Judge Sheva Sims as a token of the high regard and esteem in which she is held by the Caddo Parish Commission and the entire community.

**ATTEST:**

  
Jeff Everson  
Commission Clerk

  
Roy Burrell  
President

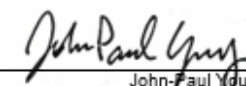
  
Stormy Gage-Watts  
Parliamentarian

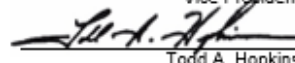
  
Lyndon B. Johnson  
District 2

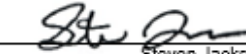
  
Steffon D. Jones  
District 6

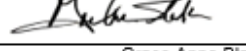
  
John E. Atkins  
District 9


  
Ed Lazarus  
District 11

  
John Paul Young  
Vice President

  
Todd A. Hopkins  
District 1

  
Steven Jackson  
District 3

  
Grace Anne Blake  
District 8

  
Mario Chavez  
District 10

  
Kenneth Epperson, Sr.  
District 12

# State of Louisiana



## Parish of Caddo

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

### Resolution Of Remembrance & Respect To The Memory Of

*Mr. Korey Davis, Sr.*

**WHEREAS**, the Caddo Parish Commission & the city of Shreveport note with deep regret the passing of individuals whose life, works & legacy have been beneficial to the City of Shreveport, Caddo Parish and beyond, such an individual being *Mr. Korey Deon Davis*, who will be laid to eternal rest on December 23, 2023.

**WHEREAS**, Mr. Davis was born in Shreveport, Louisiana on March 31, 1970 and reared by his father, Mr. Leroy Davis, his mother, Ms. Sammy Mahoney and his step-father Mr. Ben Mahoney; and

**WHEREAS**, Mr. Davis attended Northwood High School where he set the top record for long jump & track and played Quarterback on the football team before graduating in 1988; and

**WHEREAS**, Mr. Davis attended Grambling State University where he was a member of the World Famed Tiger Marching Band from 1988-1992, playing tuba and serving as Drill Sergeant; and

**WHEREAS**, Mr. Davis continued his graduate studies at California State University, San Bernardino where he received a Master's Degree in Education and before embarking on a successful career as an educator teaching special education in public schools in Louisiana, California and Texas; and

**WHEREAS**, he and his bride, Coleone Davis, were blessed with a fruitful marriage that produced six children: Cortyera, Dallas, Clark, Brie, Carter and Korey, Jr.; and

**WHEREAS**, Davis was a respected member of any organization he joined, including Silver Dogs, Inc., AF&AM Masons, Kappa Kappa Psi (honorary band society), and Kappa Alpha Psi Fraternity, Inc. where he served as Community Service Chairman for the Mansfield Cedar Hill Alumni Chapter; and

**WHEREAS**, Davis had a love of life that led to many interests including his role as President & CEO of Black Top Publishing, author of novels such as "I Ain't Gonna Gossip in Church No More," success as a stand-up comedian who performed with some of the most widely respected comedians in the industry, and hobbies including golf, hunting, riding, karaoke, tuba, and travel; and

**WHEREAS**, he is warmly remembered by many current and past associates, friends and family for his infectious enthusiasm, genuine care for others, love for family and many talents; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Caddo Parish Commission along with Shreveport Mayor Tom Arceneaux, does further convey to the family and friends of *Mr. Korey Davis*,

*Sr.* its most sincere expressions of sympathy and consolation, and the prayer that they will be comforted by the lasting impact that Davis's life has had.

ATTEST:

*Jeff Everson*

Jeff Everson  
Commission Clerk



*Tom Arceneaux*

Tom Arceneaux  
Mayor  
The City of Shreveport

*Roy Burrell*

Roy Burrell  
President  
Caddo Parish Commission

*Steven Jackson*

Steven Jackson  
District 3  
Caddo Parish Commission

**RESOLUTION OF RECOGNITION  
TO  
Andrea Mona Bowman**

**WHEREAS**, the Caddo Parish Commission takes great pride in acknowledging and celebrating the outstanding achievements of those who bring honor to Caddo Parish through their accomplishments; and

**WHEREAS, Andrea Mona Bowman**, a distinguished member of our community, has demonstrated exemplary dedication and talent in the field of hair design, particularly in film and television; and

**WHEREAS**, her exceptional contributions to the industry have garnered widespread acclaim, culminating in her nomination for a Critics Choice Award for her outstanding work in *The Color Purple* which follows other nominations including a Emmy nomination for her work in *True Detective Season 3*, and a 2018 Make Up & Hair Stylists Guild nomination for *Pitch Perfect 3*; and


**WHEREAS**, Andrea Mona Bowman's artistic prowess, commitment to excellence, and unwavering passion have not only brought honor to herself but have also brought positive recognition to the Caddo Parish community; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Caddo Parish Commission expresses its sincere appreciation and heartfelt congratulations to Andrea Mona Bowman for her remarkable achievements in film and television, leading to her well-deserved nomination for a Critics Choice Award for *The Color Purple*; and


**BE IT FURTHER RESOLVED**, that the Caddo Parish Commission commends Andrea Mona Bowman for serving as an inspiration to aspiring artists within our community and beyond, showcasing the incredible talent that resides within Caddo Parish; and

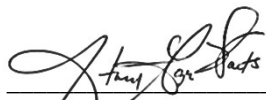
**BE IT FINALLY RESOLVED**, that this resolution be presented to Andrea Mona Bowman as a token of our community's gratitude and admiration, and that a copy be maintained in the official records of the Caddo Parish Commission.


**ATTEST:**

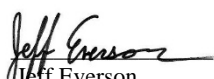
  
\_\_\_\_\_  
Roy Burrell  
President

Lyndon Johnson

  
\_\_\_\_\_  
District 2

  
\_\_\_\_\_  
Stormy Gage-Watts  
Parliamentarian

  
\_\_\_\_\_  
Steven Jackson  
District 3

  
\_\_\_\_\_  
Jeff Everson  
Commission Clerk

# Proclamation

## Years of Service to Caddo Parish Commissioners

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**WHEREAS**, the Caddo Parish Commission is always pleased to acknowledge and honor those citizens of the Parish, who by their ongoing demonstrations of selfless service to their fellow man, set superlative examples of good citizenship and community involvement; and

**WHEREAS**, such individuals Mr. Todd Hopkins, Mr. Lyndon B. Johnson, Mr. Steven Jackson, and Mr. Mario Chavez who have all served as Caddo Parish Commissioners; and

**WHEREAS**, Mr. **Todd Hopkins** was elected to serve Caddo Parish Commission District 1 in 2020, after retiring from his position of Caddo Parish Commission Clerk and serving as Director of Caddo Fleet Services. Mr. Hopkins continued to serve the constituents of District 1 until January of 2024; and

**WHEREAS**, Mr. **Lyndon B. Johnson** was appointed to serve the Commission District 2 seat in 2010 left by the resignation of former Commissioner Rose McCulloch. Mr. Johnson served as the Caddo Parish Commission President during 2015 and 2021. He continued to serve the constituents of District 2 until January of 2024; and

**WHEREAS**, Mr. **Steven Jackson** was elected to serve Caddo Parish Commission District 3 in 2016. He served as the Caddo Parish Commission President during 2017. He continued to serve the constituents of District 3 until January of 2024; and

**WHEREAS**, Mr. **Mario Chavez** was elected to serve Caddo Parish Commission District 10 in 2016. He served as the Caddo Parish Commission President during pandemic in 2020. He continued to serve the constituents of District 10 until January of 2024; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Caddo Parish Commission, that it does hereby express its deep and sincere appreciation to **Mr. Todd Hopkins, Mr. Lyndon B. Johnson, Mr. Steven Jackson, and Mr. Mario Chavez** for their invaluable contributions rendered on behalf of their service to the citizens of Caddo Parish.


**ATTEST:**

  
Roy Burrell  
President

  
John Paul Young  
Vice President

  
Stormy Gage-Watts  
Parliamentarian

  
Todd A. Hopkins  
District 1

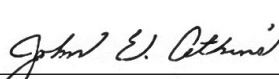
  
Lyndon B. Johnson  
District 2


  
Steven Jackson  
District 3

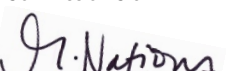
  
Steffon D. Jones  
District 6

  
Grace Anne Blake  
District 8

  
Jeff Everson  
Commission Clerk

  
John Atkins  
District 9

  
Mario Chavez  
District 10

  
Michelle Nations

  
Ed Lazarus

  
Kenneth Epperson, Sr.

Assistant Commission Clerk

District 11

District 12

**ORDINANCE NO. 6402 OF 2023**

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE IMPLEMENTING AN AD VALOREM TAX EXEMPTION FOR FIRST RESPONDERS, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, first responders are often the first to arrive to the scene of an emergency or disaster. They provide services essential to the response and the community; and

WHEREAS, Louisiana voters have approved an amendment to the Louisiana Constitution allowing qualified first responders, who occupy and own a home subject to the standard homestead exemption, to receive an additional two thousand five hundred dollars in homestead exemption, contingent upon local government approval; and

WHEREAS, the Caddo Parish Commission wishes to take appropriate action to allow Caddo Parish first responders to receive the additional homestead exemption.

NOW, THEREFORE, BE IT ORDAINED by the Caddo Parish Commission in due, legal and regular session convened, that an additional five hundred dollars in homestead exemption is to be available to first responders in Caddo Parish. The first responder must have been employed with a Caddo Parish Agency for a minimum of 3 years before being eligible for the additional five-hundred dollar exemption.

BE IT FURTHER ORDAINED, that the exemption is available in accordance with all provisions outlined in the Louisiana Constitution.

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, and is applicable for 2024 property assessments.

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 NO. 6402 OF 2023**

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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 6404 of 2024	
An ordinance to amend volume II of the code of ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, amending the provisions for accessory dwelling units, and to otherwise provide with respect thereto.	
<b>DATE:</b> 01/02/2024	<b>ORIGINATING DEPARTMENT:</b>
The Caddo Parish Planning and Zoning Commission or PZC	
<b>BACKGROUND INFORMATION</b>	
<p>PZC Case #23-8-CTAP recommends two (2) code text amendments to the UDC—amending the requirements associated with Accessory Dwelling Units, defined terms and use standards. The primary addition, if approved, would be the allowance of freight containers (or other prefabricated structures) provided the structure is compliant with all applicable building codes.</p> <p>These amendments will affect the following articles, or portions thereof: <i>Article 5. –Uses</i> and <i>Article 6. –Use Standards</i>, with all the necessary provisions included therein.</p>	
<b>FINANCIAL IMPACT AND SOURCE OF FUNDING</b>	
None	
<b>EFFECT(S) OF PROPOSED ACTION</b>	
Periodically, the UDC undergoes regular review to ensure that the Code promotes sound, stable, and desirable development to reflect the changing nature of business in our community. Some changes are always necessary in order to make adjustments for unintended limitations placed on certain industries, while others address innovations and unforeseen industry shifts.	
<b>ALTERNATIVES/STAFF RECOMMENDATION</b>	
<p>See Exhibit “A” for one-page outline summarizing these amendments.          See Exhibit “B” for memorandum detailing these amendments in full.          See Exhibit “C” for 23-8-CTAP Staff Report.</p>	
<b>KEY STAFF CONTACT</b>	
Adam Bailey, Community Planning and Design Manager, MPC	
<b>COORDINATION</b>	
Department Head	(Initial)
Parish Administrator/CEO	(Initial)

ORDINANCE NO. 6404 of 2024

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, AMENDING THE PROVISIONS FOR ACCESSORY DWELLING UNITS, WITH ALL PROVISIONS INCLUDED HEREIN, 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 Caddo Parish Planning and Zoning 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 within the Planning and Zoning Commission’s jurisdiction within Caddo Parish;

WHEREAS, the Caddo Parish Commission, having considered the recommendations of the Caddo Parish Planning and Zoning 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 amend the provisions for accessory dwelling units within *Article 5. -Uses* and *Article 6. – Use Standards*, and shall be amended as follows:

**I. Article 5, Section 5.3 is amended to read as follows:**

ARTICLE 5. – USES

5.3– USE DEFINITIONS

\* \* \* \* \*

**Dwelling—Accessory Dwelling Unit.** An additional dwelling unit associated with and incidental to a principal single family - detached or attached or two-family dwelling on the same lot. ~~An accessory dwelling unit must include separate cooking and sanitary facilities, with its own legal means of ingress and egress, and is a complete, separate dwelling unit. The accessory dwelling unit must be within or attached to the principal dwelling unit structure or within a detached accessory structure such as a garage or carriage house, and designed so that the appearance of the principal structure remains that of a single family residence. A dwelling unit is considered detached despite an intervening attached structure or shelter that is not enclosed.~~

\* \* \* \* \*

**II. Article 6, Section 6.1 is amended to read as follows:**

ARTICLE 6. – USE STANDARDS

6.1– PRINCIPAL USE DEFINITIONS

\* \* \* \* \*

**M. Dwelling—Accessory Dwelling Unit**

1. Accessory dwelling units shall have their own legal means of ingress and egress and function as a complete separate dwelling unit.
2. Accessory dwelling units shall include permanent provisions for living, sleeping, eating, cooking (i.e., stove, refrigerator, and sink) and sanitation

(i.e., bathroom that includes sink, toilet and shower or bathtub).

3. Accessory dwelling units may be attached to or added within the principal dwelling unit or an existing accessory structure such as a detached garage or carriage house.
4. Accessory dwelling units may be completely detached from the principal dwelling unit. A dwelling unit is considered detached despite an intervening attached structure or shelter that is not enclosed.
5. Detached accessory dwelling units may be constructed from freight containers or other prefabricated structures and shall be compliant with all applicable building codes including but not limited to the International Residential Code.
6. Accessory dwelling units shall be visually subordinate to the principal dwelling unit. If the unit is located within an existing dwelling unit, there may be only one main entrance located on the primary street facing façade unless the façade already incorporated more than one entrance before the accessory dwelling unit was proposed.
7. Manufactured Homes may be used as accessory dwelling units provided that they are allowed in the zoning district or special approval is obtained to allow the use.
8. Detached accessory dwelling units that are visible from a public right-of-way shall contain windows, doors, or other significant architectural features on the visible façade.
- ~~4-9.~~ No more than one accessory dwelling unit is allowed per lot. Where permitted, the accessory dwelling unit does not count toward the maximum number of dwelling units on a lot, including when the accessory dwelling unit is located in a detached structure.
- ~~2-10.~~ A detached accessory dwelling unit may not exceed the height of the principal dwelling, may not exceed a gross floor area of 60% of the gross floor area of the principal dwelling or 1,800 square feet, whichever is less.
- ~~3-11.~~ Detached accessory dwelling units may only be located in the rear yard. Detached accessory dwelling units must be located five feet from any lot line and shall be at least ten (10) feet from any principal building.
- ~~4-12.~~ No additional parking is required for an accessory dwelling unit. Required parking for the principal structure must be maintained.

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

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Date



**CADDO PARISH PLANNING AND ZONING COMMISSION**

Office of the MPC | 505 Travis Street, Suite 440 | Shreveport, LA 71101 | 318-673-6480 | shreveportcaddompc.com

**CADDO PARISH UDC CODE TEXT AMENDMENT SUMMARY: 23-8-CAP**

**— Accessory Dwelling Units (ADUs)—**

The Caddo Parish Unified Development Code ("Caddo Parish UDC" or "UDC") undergoes regular review by MPC staff in an attempt to better ensure sound, stable and desirable development within PZC's planning limits. Periodically, revisions are required. Sometimes those revisions reflect the changing nature of business in the community, and sometimes they are to correct "errors" in the Code.

PZC Case #23-8-CTAP recommends two (2) text amendments that is intended to be more user-friendly:

**REQUEST:** PZC Case #23-8-CTAP recommends two (2) text amendments that will revise Articles 5 and 6 of the Caddo Parish UDC.

**STAFF ANALYSIS:** These proposed amendments make it easier for residents to build ADUs on their property.

**MASTER PLAN**

**CONSISTENCY:** Staff certifies that the proposed UDC amendments are consistent with the Shreveport-Caddo 2030 Great Expectations Master Plan:

- Ensuring equitable health and safety outcomes for all,
- Ensuring regulatory processes are responsive, efficient, and customer friendly, and
- Revising regulations for best practices and enforcement.

**RECOMMENDATION:** MPC Staff concludes that the recommendation to APPROVE these code text amendments is warranted.



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**23-8-CTAP AMENDMENT DETAILS**

The Caddo Parish Unified Development Code (UDC) undergoes regular review to ensure that the Code promotes sound, stable, and desirable development to correct errors in the text or to accommodate changed or changing conditions in a particular area. Periodically, revisions are required to reflect the changing nature of business in our community. These proposed amendments will be intended to be more user-friendly, concerning various housekeeping and corrective changes due to oversight, contradictions, or missing items.

Staff is requesting the Caddo Parish UDC be amended as follows: ~~strikeout~~ indicates deleted text, underline indicates added text].

1. **Amend the existing definition of "Dwelling—Accessory Dwelling Unit" in ARTICLE 5. USES, SECTION 5.3. USE DEFINITIONS in the Caddo Parish UDC.**

**5.3 USE DEFINITIONS**

\* \* \* \* \*

**Dwelling—Accessory Dwelling Unit.** An additional dwelling unit associated with and incidental to a principal single family - detached or attached or two-family dwelling on the same lot. ~~An accessory dwelling unit must include separate cooking and sanitary facilities, with its own legal means of ingress and egress, and is a complete, separate dwelling unit. The accessory dwelling unit must be within or attached to the principal dwelling unit structure or within a detached accessory structure such as a garage or carriage house, and designed so that the appearance of the principal structure remains that of a single-family residence. A dwelling unit is considered detached despite an intervening attached structure or shelter that is not enclosed.~~

\* \* \* \* \*

2. **Amend use standard "Dwelling—Accessory Dwelling Unit" in ARTICLE 6. USE STANDARDS, SECTION 6.1. PRINCIPAL USE STANDARDS in the Caddo Parish UDC. Re-number all subsequent provisions within the use standard accordingly.**

**6.1 USE STANDARDS**

\* \* \* \* \*

**M. Dwelling—Accessory Dwelling Unit**

1. Accessory dwelling units shall have their own legal means of ingress and egress and function as a complete separate dwelling unit.
2. Accessory dwelling units shall include permanent provisions for living, sleeping, eating, cooking (i.e., stove, refrigerator, and sink) and sanitation (i.e., bathroom that includes sink, toilet and shower or bathtub).
3. Accessory dwelling units may be attached to or added within the principal dwelling unit or an existing accessory structure such as a detached garage or carriage house.
4. Accessory dwelling units may be completely detached from the principal dwelling unit. A dwelling unit is considered detached despite an intervening attached structure or shelter that is not enclosed.
5. Detached accessory dwelling units may be constructed from freight containers or other prefabricated structures and shall be compliant with all applicable building codes including but not limited to the International Residential Code.
6. Accessory dwelling units shall be visually subordinate to the principal dwelling unit. If the unit is located within an existing dwelling unit, there may be only one main entrance located on the primary street facing façade unless the façade already incorporated more than one entrance before the accessory dwelling unit was proposed.
7. Manufactured Homes may be used as accessory dwelling units provided that they are allowed in the zoning district or special approval is obtained to allow the use.



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8. [Detached accessory dwelling units that are visible from a public right-of-way shall contain windows, doors, or other significant architectural features on the visible façade.](#)
- 4.9. No more than one accessory dwelling unit is allowed per lot. Where permitted, the accessory dwelling unit does not count toward the maximum number of dwelling units on a lot, including when the accessory dwelling unit is located in a detached structure.
- 2.10. A detached accessory dwelling unit may not exceed the height of the principal dwelling, may not exceed a gross floor area of 60% of the gross floor area of the principal dwelling or 1,800 square feet, whichever is less.
- 3.11. Detached accessory dwelling units may only be located in the rear yard. Detached accessory dwelling units must be located five feet from any lot line and [shall be at least ten \(10\) feet](#) from any principal building.
- 4.12. No additional parking is required for an accessory dwelling unit. Required parking for the principal structure must be maintained.



## CADDO PARISH PLANNING AND ZONING COMMISSION

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### STAFF REPORT

NOVEMBER 29, 2023

AGENDA ITEM NUMBER: XX

MPC Staff Member: Adam Bailey

Parish Commission District: All Districts

**CASE NUMBER:** 23-8-CTAP: Caddo Parish Code-Text Amendments  
**APPLICANT:** CADDO PARISH PLANNING AND ZONING COMMISSION  
**REQUEST:** Code Text (Ordinance) Amendments to the Caddo Parish UDC

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**DESCRIPTION:** Proposed amendments to the Caddo Parish Unified Development Code (UDC) related to the requirements associated with *Accessory Dwelling Units*, defined terms and use standards.

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**MASTER PLAN CONSISTENCY:** These changes are consistent with the following provisions of the Shreveport-Caddo 2030 Great Expectations Master Plan:

- Ensuring regulatory processes are responsive, efficient, and customer friendly,
  - Making the UDC more customer friendly, and
  - Revising regulations for best practices and enforcement.
- 

**NOTIFICATION/COMMUNITY OUTREACH:** Notifications of the PZC Public Hearing were either published pursuant to the following:

- Pursuant to the *Caddo Parish Unified Development Code*, Table 15-2 states that a published notification—printed in a newspaper of general circulation within the Caddo Parish—is the only required notification for a code text amendment. Said notice must be published no less than 14 days and no more than 30 days in advance of the scheduled hearing date.
  - For the November 29, 2023, Planning and Zoning Commission (PZC) public hearing, a legal ad was published in the official Caddo Parish journal, *The Caddo Citizen*, on November 2, 2023; November 9, 2023; and November 16, 2023.
- 

**STAFF ANALYSIS:** The Caddo Parish Unified Development Code (UDC) undergoes regular review to ensure that the Code promotes sound, stable, and desirable development. Periodically, revisions are required to correct errors in the text or to accommodate changed or the changing nature of business in our community.

In October of 2023, MPC staff made a presentation to the PZC Board specific to information on Accessory Dwelling Units (ADU's). The purpose of the presentation was to give PZC Members information on the benefits, history and current ordinances that govern ADU's. In addition, to discuss how revisions to the current standards could support the Parish's larger affordable housing efforts.

These proposed amendments are designed to make incremental changes to the rules which govern ADU's, to make them feasible housing options in more areas of the parish, and to protect adjacent properties from the impacts of over-building. In addition to proposed changes in the use standards, there are also proposed changes to the ADU definition.

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## CADDO PARISH PLANNING AND ZONING COMMISSION

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### STAFF REPORT

#### PROPOSED UDC CODE TEXT AMENDMENT(S):

Staff is proposing the following amendments to the Caddo Parish UDC at this time: See Exhibit “B” for a detailed list of changes with [added language](#) and [strikeouts](#).

**Amendment 1.** Amend definition for *Dwelling—Accessory Dwelling Unit* in **Article 5. Uses**.

**Amendment 2.** Amend use standard for *Dwelling—Accessory Dwelling Unit* in **Article 6. Use Standards**.

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**ATTACHMENTS:** See Exhibit “A” for a one-page summary of proposed amendments.  
See Exhibit “B” for detailed list of changes with redlines and strikeouts.

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**APPROVAL STANDARDS:** The purpose of Section 16.1.E.1 is to provide a uniform means for amending the text of the UDC whenever the public necessity, convenience, general welfare, comprehensive plan, or appropriate land use practices justify or require doing so. In determining whether to recommend approval or denial of the proposed text amendment, the MPC shall weigh the relevance to which the proposed amendment:

- a. **Promotes the public health, safety, and welfare.**  
*The proposed text amendments promote the public health, safety, and welfare.*
  - b. **Promotes the Master Plan and any adopted land use policies.**  
*The proposed text amendments are consistent with the Master Plan.*
  - c. **Promotes intent of this Code.**  
*These amendments will simplify current practices, thus promoting the intent of the Code.*
  - d. **Corrects an error or omission, adds clarification to existing requirements, or reflects a change in policy.**  
*The proposed amendments reflect changes in policy.*
  - e. **The extent to which the proposed amendment creates nonconformities.**  
*These amendments help alleviate nonconformities, not create them.*
- 

#### STAFF RECOMMENDATION:

Based on staff analysis, review of the above standards, and the facts of record, MPC Staff concludes that the recommendation to **APPROVE** these code text amendments is warranted. If approved by the Parish Commission, **Article 5** and **Article 6** of the *Caddo Parish UDC* would be amended, as described within. A majority vote of the PZC Board members present and voting is required to recommend approval to the Caddo Parish Commission.

Alternatively, based on information provided at the public hearing, the MPC Board may:

- Deny the proposed code text amendment;
  - Deny specific provisions and/or amendments, and approve any subsequent amendments and/or provisions; or
  - Modify specific language in the proposed amendment and approve, as modified.
-



**CADDO PARISH PLANNING AND ZONING COMMISSION**

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**STAFF REPORT**

**PUBLIC ASSESSMENT:** No one spoke in support or opposition.

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**MPC BOARD**

**RECOMMENDATION:** The Board voted unanimously to recommend this application for approval.

*draft*

**CADDO PARISH PLANNING AND ZONING COMMISSION  
SUMMARY MINUTES OF THE PUBLIC HEARING NOVEMBER 29, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, November 29, 2023 at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. Members met in the MPC Conference room prior to the hearing for case manager presentations.

**Members Present**

Laura Neubert, Chairperson  
Jake Brown  
Constance L. Green  
Phyllis Hart  
Damon Humphrey, Sr.  
Lauren Marchive, III

**Staff Present**

Alan Clarke, Executive Director  
Stephen Jean, Deputy Director  
Kamrin Hooks, Executive Assistant/Planner 1  
Jomari Smith, Planner 1  
Emily Trant, Land Development Coordinator  
Adam Bailey, Community Planning & Design Manager

**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 Caddo Parish Planning And Zoning Commission are subject to appeal to the appropriate governing body, the Caddo Parish Commission. Appeals must be filed within 10 days from the date a decision is rendered by the Caddo Parish Planning and Zoning Commission.

**A motion was made by MR. MARCHIVE, III, seconded by MR. HUMPHREY, SR., to approve the minutes of the October 27, 2023 public hearing as submitted.**

**The motion was adopted by the following 6-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: NONE**

**PUBLIC HEARING**

**CASE NO. 23-8-CTAP CODE TEXT AMENDMENT**

Applicant: Caddo Parish Planning and Zoning Commission (PZC)  
Request Code Text Amendments to the Caddo Parish UDC regarding accessory dwelling units

**Representative &/or support: None.**

**Opposition: None.**

**A motion was made by MR. BROWN seconded by MR. MARCHIVE, III to recommend this application for approval.**

**The motion was adopted by the following 6-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses.**

*draft*

**GREEN, HART & NEUBERT Nays: NONE. Absent: NONE**

**END OF PUBLIC HEARING**

**OLD BUSINESS**

CLARKE informed the Board that it would be best to have the slate of officers selected by December so voting can happen on December 27, 2023, for the new officers to take place in January.

**NEW BUSINESS**

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

**CHAIR/BOARD MEMBER'S COMMENTS**

**ADJOURN 4:40 p.m.**

\_\_\_\_\_  
**Laura Neubert, Chair**

\_\_\_\_\_  
**Phyllis Hart, Secretary**

**CC3825**

**NOTICE TO THE PUBLIC**

Notice is hereby given that the Caddo Parish Planning and Zoning Board will hold a public hearing on Wednesday, November 29, 2023 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.

**23-8-CTAP**

**UDC CODE TEXT AMENDMENTS.** In accordance with Article 16, Section 16.1 of the Caddo Parish Unified Development Code (UDC), an application has been submitted by the Caddo Parish Planning and Zoning Commission (PZC) to consider public comments and testimony regarding proposed code text amendments to the Caddo Parish UDC including, but not limited to, amending the following articles, or portions thereof: *Article 5. – Uses* and *Article 6. – Use Standards*, relative to accessory dwelling units, with all provisions included therein.

Alan Clarke, Executive Director  
Metropolitan Planning Commission

**ORDINANCE AND RESOLUTION FACT SHEET  
CADDO PARISH COMMISSION**

<b>TITLE</b>	
Ordinance 6405 of 2024	
An ordinance to amend volume II of the code of ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, adding a new use for overnight truck parking, with all provisions included herein, and to otherwise provide with respect thereto.	
<b>DATE:</b> 01/02/2024	<b>ORIGINATING DEPARTMENT:</b>
The Caddo Parish Planning and Zoning Commission or PZC	
<b>BACKGROUND INFORMATION</b>	
PZC Case #23-9-CTAP recommends three (3) code text amendments that are intended to be more user-friendly. These including housekeeping and corrective changes with the addition of a new use—Overnight Truck Parking (Principal Use)—along with all its provisions.	
These amendments will affect the following articles, or portions thereof: <i>Article 5. –Uses</i> and <i>Article 6. –Use Standards</i> , with all the necessary provisions included therein.	
<b>FINANCIAL IMPACT AND SOURCE OF FUNDING</b>	
None	
<b>EFFECT(S) OF PROPOSED ACTION</b>	
Periodically, the UDC undergoes regular review to ensure that the Code promotes sound, stable, and desirable development to reflect the changing nature of business in our community. Some changes are always necessary in order to make adjustments for unintended limitations placed on certain industries, while others address innovations and unforeseen industry shifts.	
<b>ALTERNATIVES/STAFF RECOMMENDATION</b>	
See Exhibit “A” for one-page outline summarizing these amendments. See Exhibit “B” for memorandum detailing these amendments in full. See Exhibit “C” for Table 5-1: Use Matrix. See Exhibit “D” for 23-9-CTAP Staff Report.	
<b>KEY STAFF CONTACT</b>	
Adam Bailey, Community Planning and Design Manager, MPC	
<b>COORDINATION</b>	
Department Head	(Initial)
Parish Administrator/CEO	(Initial)

ORDINANCE NO. 6405 of 2024

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, ADDING A NEW USE FOR OVERNIGHT TRUCK PARKING, WITH ALL PROVISIONS INCLUDED HEREIN, 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 Caddo Parish Planning and Zoning 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 within the Planning and Zoning Commission’s jurisdiction within Caddo Parish;

WHEREAS, the Caddo Parish Commission, having considered the recommendations of the Caddo Parish Planning and Zoning 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 add the new use—Overnight Truck Parking—within *Article 5. -Uses* and *Article 6. – Use Standards*, and shall be amended as follows:

- I. **Article 5, Section 5.2 is amended by substituting Exh. C hereto in place of the existing Table 5-1.**
- II. **Article 5, Section 5.3 is amended to read as follows:**

ARTICLE 5. – USES

5.3– USE DEFINITIONS

\* \* \* \* \*

**Overnight Truck Parking (Principal Use).** An open hard surfaced (or approved alternative surfaced) area other than a public street or right of way used for the storage of operable commercial vehicles/trucks, whether for compensation or no charge for parking overnight. Such area shall include parking of commercial vehicle/truck including any vehicle that the principal use of which is the transport of commodities, merchandise, produce, and freight. A commercial vehicle/truck shall, in addition to the tractor portion of said commercial vehicle/truck, include disconnected trailers, flatbeds, or the like, which may have been disconnected or otherwise separated from a commercial vehicle/truck tractor and left overnight.

\* \* \* \* \*

- III. **Article 6,**

- IV. **Section 6.1 is amended to read as follows:**

ARTICLE 6. – USE STANDARDS

6.1– PRINCIPAL USE DEFINITIONS

\* \* \* \* \*

CC. Overnight Truck Parking (Principal Use)

1. Right-of-Way Landscaping, Landscape Buffer (including required fencing) and Parking Lot Edge landscaping shall be required as outlined in this code as applicable. Interior Parking Lot Landscaping is not required for this use.
2. In addition to the right-of way landscaping, one shrub a minimum of three feet in height must be planted linearly every three feet on-center along the right-of-way.
3. Any vehicles stored on-site must be stored so that no fluids will drain into the storm sewer system.
4. The Executive Director shall have administrative authority to waive these screening requirements due to adjacent zoning or uses, lot topography, or lot configuration.

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



**CADDO PARISH PLANNING AND ZONING COMMISSION**

Office of the MPC | 505 Travis Street, Suite 440 | Shreveport, LA 71101 | 318-673-6480 | shreveportcaddompc.com

**CADDO PARISH UDC CODE TEXT AMENDMENT SUMMARY: 23-9-CAP**

**— Overnight Truck Parking —**

The Caddo Parish Unified Development Code ("Caddo Parish UDC" or "UDC") undergoes regular review by MPC staff in an attempt to better ensure sound, stable and desirable development within PZC's planning limits. Periodically, revisions are required. Sometimes those revisions reflect the changing nature of business in the community, and sometimes they are to correct "errors" in the Code.

PZC Case #23-9-CTAP recommends three (3) text amendments that is intended to be more user-friendly:

**REQUEST:** PZC Case #23-9-CTAP revises Articles 5 and 6 of the Caddo Parish UDC, defining "Overnight Truck Parking (Principal Use)," adding it to the Use Matrix, and establishing use standards.

**STAFF ANALYSIS:** These proposed amendments make it easier for business to allow for overnight truck parking, as a permitted new use in the I-1 and I-2 zoning districts.

**MASTER PLAN**

**CONSISTENCY:** Staff certifies that the proposed UDC amendments are consistent with the Shreveport-Caddo 2030 Great Expectations Master Plan:

- Ensuring equitable health and safety outcomes for all,
- Ensuring regulatory processes are responsive, efficient, and customer friendly, and
- Revising regulations for best practices and enforcement.

**RECOMMENDATION:** MPC Staff concludes that the recommendation to APPROVE these code text amendments is warranted.



**CADDO PARISH PLANNING AND ZONING COMMISSION**

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**23-9-CTAP AMENDMENT DETAILS**

The Caddo Parish Unified Development Code (UDC) undergoes regular review to ensure that the Code promotes sound, stable, and desirable development to correct errors in the text or to accommodate changed or changing conditions in a particular area. Periodically, revisions are required to reflect the changing nature of business in the PZC's Planning Limits. These proposed amendments will be intended to be more user-friendly, concerning various housekeeping and corrective changes due to oversight, contradictions, or missing items.

Staff is requesting the Caddo Parish UDC be amended as follows: strikeout indicates deleted text, underline indicates added text].

1. **Amend TABLE 5-1: USE MATRIX in ARTICLE 5. USES, SECTION 5.2 USE MATRIX in the Caddo Parish UDC, as described below.**

1. **Add a new "Overnight Truck Parking (Principal Use)" row, and include in the following allowable zoning districts. Updated**

- I-1 (P)
- I-2 (P)

**[Note (1): See Exhibit "C" for all revisions to Table 5-1]**

**Explanation:** Establish a new use category for overnight truck parking (as a principal use), which previously was uncategorized within the Code. The new use category expands where overnight truck parking is allowed, and use standards added to ensure truck parking is properly addressed.

2. **Add new definition "Overnight Truck Parking (Principal Use)" to ARTICLE 5. USES, SECTION 5.3. USE DEFINITIONS in the Caddo Parish UDC. This new definition will need to be alphabetized accordingly.**

**5.3 USE DEFINITIONS**

\*\*\*\*\*

**Overnight Truck Parking (Principal Use).** An open hard surfaced (or approved alternative surfaced) area other than a public street or right of way used for the storage of operable commercial vehicles/trucks, whether for compensation or no charge for parking overnight. Such area shall include parking of commercial vehicle/truck including any vehicle that the principal use of which is the transport of commodities, merchandise, produce, and freight. A commercial vehicle/truck shall, in addition to the tractor portion of said commercial vehicle/truck, include disconnected trailers, flatbeds, or the like, which may have been disconnected or otherwise separated from a commercial vehicle/truck tractor and left overnight.

\*\*\*\*\*

**Explanation:** Establish a new use category for overnight truck parking (as a principal use), which previously was uncategorized within the Code. The new use category expands where overnight truck parking is allowed, and use standards added to ensure truck parking is properly addressed.

3. **Add new use standard "CC. Overnight Truck Parking (Principal Use)" to ARTICLE 6. USE STANDARDS, SECTION 6.1. PRINCIPAL USE STANDARDS in the Caddo Parish UDC. Re-alphabetize all subsequent use standards accordingly.**

**6.1 USE STANDARDS**

\*\*\*\*\*

**CC. Overnight Truck Parking (Principal Use)**

1. Right-of-Way Landscaping, Landscape Buffer (including required fencing) and Parking Lot Edge landscaping shall be required as outlined in this code as applicable. Interior Parking Lot Landscaping is not required for this use.
2. In addition to the right-of way landscaping, one shrub a minimum of three feet in height must be planted linearly every three feet on-center along the right-of-way.



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3. [Any vehicles stored on-site must be stored so that no fluids will drain into the storm sewer system.](#)
4. [The Executive Director shall have administrative authority to waive these screening requirements due to adjacent zoning or uses, lot topography, or lot configuration.](#)

\* \* \* \* \*

**Explanation:** Establish a new use category for overnight truck parking (as a principal use), which previously was uncategorized within the Code. The new use category expands where overnight truck parking is allowed, and use standards added to ensure truck parking is properly addressed.







TEMPORARY USE	R-A	R-E	R-1-12	R-1-10	R-1-7	R-1-5	R-UC	R-HU	R-TH	R-2	R-3	R-4	R-MHS	R-MHP	C-1	C-2	C-3	C-4	C-UC	C-UV	D-1-CBD	D-1-E	D-1-CMU	D-1-RMU	D-1-AC	D-1-HC	OR	I-MU	I-1	I-2	NA	OS	I	USE STANDARD
Batch Plant/Rock Crushing Facility (Temporary)	P*	P*	P*															P*								P*			P*	P*				Sec. 6.2.A
Borrow Pit	P*	P*	P*																										P*	P*				Sec. 6.2.B
Farmers' Market	P	P	P	P	P	P	P	P	P	P	P	P	P		P	P	P	P	P	P	P	P	P	P	P	P	P	P				P	P	Sec. 6.2.C
Temporary Outdoor Events	P	P	P	P	P	P	P	P	P	P	P	P	P		P	P	P	P	P	P	P	P	P	P	P	P	P	P				P	P	Sec. 6.2.D
Temporary Sale of Non-Seasonal Merchandise															P	P	P	P	P	P	P	P	P	P	P	P	P	P				P		Sec. 6.2.E
Temporary Seasonal Sales	S	S	S	S	S	S	S	S	S	S	S	S	S		P	P	P	P	P	P	P	P	P	P	P	P	P	P				P		Sec. 6.2.F
Temporary Subdivision Sales Office	P	P	P	P	P	P	P	P	P	P	P	P	P	P																				Sec. 6.2.H

\* Even though Batch Plant/Rock Crushing Facility (Temporary) and Borrow Pit are permitted uses (P) by-right, these uses require MPC Board approval at a public hearing.



**CADDO PARISH PLANNING AND ZONING COMMISSION**

Office of the MPC | 505 Travis Street, Suite 440 | Shreveport, LA 71101 | 318-673-6480 | shreveportcaddompc.com

**STAFF REPORT**  
**NOVEMBER 29, 2023**  
**AGENDA ITEM NUMBER: XX**  
**MPC Staff Member:** Adam Bailey  
**Parish Commission District:** All Districts

**CASE NUMBER:** 23-9-CTAP: Caddo Parish Code-Text Amendments  
**APPLICANT:** CADDO PARISH PLANNING AND ZONING COMMISSION  
**REQUEST:** Code Text (Ordinance) Amendments to the Caddo Parish UDC

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**DESCRIPTION:** Proposed amendments to the Caddo Parish Unified Development Code (UDC) related to the addition of the new use—Overnight Truck Parking (Principal Use)—with new defined terms and use standards.

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**MASTER PLAN CONSISTENCY:** These changes are consistent with the following provisions of the Shreveport-Caddo 2030 Great Expectations Master Plan:

- Ensuring regulatory processes are responsive, efficient, and customer friendly,
- Making the UDC more customer friendly, and
- Revising regulations for best practices and enforcement.

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**NOTIFICATION/ COMMUNITY OUTREACH:** Notifications of the PZC Public Hearing were either published pursuant to the following:

- Pursuant to the *Caddo Parish Unified Development Code*, Table 15-2 states that a published notification—printed in a newspaper of general circulation within the Caddo Parish—is the only required notification for a code text amendment. Said notice must be published no less than 14 days and no more than 30 days in advance of the scheduled hearing date.
  - For the November 29, 2023, Planning and Zoning Commission (PZC) public hearing, a legal ad was published in the official Caddo Parish journal, *The Caddo Citizen*, on November 2, 2023; November 9, 2023; and November 16, 2023.
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**STAFF ANALYSIS:** The Caddo Parish Unified Development Code (UDC) undergoes regular review to ensure that the Code promotes sound, stable, and desirable development. Periodically, revisions are required to accommodate the changing nature of business in our community. The Caddo Parish Planning and Zoning Commission (PZC) has directed MPC staff to review overnight truck parking regulations in the Caddo Parish UDC and consider additional zoning districts in which such use may be permitted.

Trucking and shipping play a vital role in the area’s economy and the metro area has an increasing number of heavy trucks in part due to growing logistics/warehousing industries. With more trucks, there is a need for more truck parking. Companies and independent truck drivers that own their own trucks need additional options for parking. In addition, truck drivers that need to rest may park at unsafe locations, such as on street shoulder or vacant lots, if they are unable to locate available overnight parking areas.



## CADDO PARISH PLANNING AND ZONING COMMISSION

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### STAFF REPORT

Adding the new use of *Overnight Truck Parking* should result in the development of more locations for such parking areas. However, if not adequately regulated, parking that is poorly managed or overconcentrated may adversely impact the community. Regulations should effectively provide for the needs of the community and mitigate potential adverse impacts on quality of life.

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#### PROPOSED UDC CODE TEXT AMENDMENT(S):

Staff is proposing the following amendments to the Caddo Parish UDC at this time: See Exhibit "B" for a detailed list of changes with [added language](#) and [strikeouts](#).

- Amendment 1.** Add definition for *Overnight Truck Parking* in **Article 5. Uses**.
- Amendment 2.** Add new use for *Overnight Truck Parking* to *Table 5-1: Use Matrix*, and identify where such use is allowed, in **Article 5. Uses**.
- Amendment 3.** Add new use standard for *Overnight Truck Parking* in **Article 6. Use Standards**.

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**ATTACHMENTS:** See Exhibit "A" for a one-page summary of proposed amendments.  
See Exhibit "B" for detailed list of changes with redlines and strikeouts.  
See Exhibit "C" amended *Table 5-1: Use Matrix* with redlines and strikeouts.

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**APPROVAL STANDARDS:** The purpose of Section 16.1.E.1 is to provide a uniform means for amending the text of the UDC whenever the public necessity, convenience, general welfare, comprehensive plan, or appropriate land use practices justify or require doing so. In determining whether to recommend approval or denial of the proposed text amendment, the MPC shall weigh the relevance to which the proposed amendment:

- a. **Promotes the public health, safety, and welfare.**  
*The proposed text amendments promote the public health, safety, and welfare.*
- b. **Promotes the Master Plan and any adopted land use policies.**  
*The proposed text amendments are consistent with the Master Plan.*
- c. **Promotes intent of this Code.**  
*These amendments will simplify current practices, thus promoting the intent of the Code.*
- d. **Corrects an error or omission, adds clarification to existing requirements, or reflects a change in policy.**  
*The proposed amendments reflect changes in policy.*
- e. **The extent to which the proposed amendment creates nonconformities.**  
*These amendments help alleviate nonconformities, not create them.*

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#### STAFF RECOMMENDATION:

Based on staff analysis, review of the above standards, and the facts of record, MPC Staff concludes that the recommendation to **APPROVE** these code text amendments is warranted. If approved by the Parish Commission, **Article 5** and **Article 6** of the *Caddo Parish UDC* would be amended, as described within. A majority vote of the PZC Board members present and voting is required to recommend approval to the Caddo Parish Commission.



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**STAFF REPORT**

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

- Deny the proposed code text amendment;
- Deny specific provisions and/or amendments, and approve any subsequent amendments and/or provisions; or
- Modify specific language in the proposed amendment and approve, as modified.

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**PUBLIC ASSESSMENT:** No one spoke in support or opposition.

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**MPC BOARD  
RECOMMENDATION:** The Board voted unanimously to recommend this application for approval.

**CADDO PARISH PLANNING AND ZONING COMMISSION  
SUMMARY MINUTES OF THE PUBLIC HEARING NOVEMBER 29, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, November 29, 2023 at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. Members met in the MPC Conference room prior to the hearing for case manager presentations.

**Members Present**

Laura Neubert, Chairperson  
Jake Brown  
Constance L. Green  
Phyllis Hart  
Damon Humphrey, Sr.  
Lauren Marchive, III

**Staff Present**

Alan Clarke, Executive Director  
Stephen Jean, Deputy Director  
Kamrin Hooks, Executive Assistant/Planner 1  
Jomari Smith, Planner 1  
Emily Trant, Land Development Coordinator  
Adam Bailey, Community Planning & Design Manager

**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 Caddo Parish Planning And Zoning Commission are subject to appeal to the appropriate governing body, the Caddo Parish Commission. Appeals must be filed within 10 days from the date a decision is rendered by the Caddo Parish Planning and Zoning Commission.

**A motion was made by MR. MARCHIVE, III, seconded by MR. HUMPHREY, SR., to approve the minutes of the October 27, 2023 public hearing as submitted.**

**The motion was adopted by the following 6-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: NONE**

**PUBLIC HEARING**

**CASE NO. 23-9-CTAP CODE TEXT AMENDMENT**

Applicant: Caddo Parish Planning and Zoning Commission (PZC)  
Request Code Text Amendments to the Caddo Parish UDC regarding overnight truck parking

**Representative &/or support: None.**

**Opposition: None.**

**A motion was made by MR. MARCHIVE, III seconded by MR. BROWN to recommend this application for approval.**

**The motion was adopted by the following 6-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: NONE**

*draft*

**END OF PUBLIC HEARING**

**OLD BUSINESS**

CLARKE informed the Board that it would be best to have the slate of officers selected by December so voting can happen on December 27, 2023, for the new officers to take place in January.

**NEW BUSINESS**

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

**CHAIR/BOARD MEMBER'S COMMENTS**

**ADJOURN 4:40 p.m.**

\_\_\_\_\_  
**Laura Neubert, Chair**

\_\_\_\_\_  
**Phyllis Hart, Secretary**

**CC3825**

**NOTICE TO THE PUBLIC**

Notice is hereby given that the Caddo Parish Planning and Zoning Board will hold a public hearing on Wednesday, November 29, 2023 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.

**23-9-CTAP**

**UDC CODE TEXT AMENDMENTS.** In accordance with Article 16, Section 16.1 of the Caddo Parish Unified Development Code (UDC), an application has been submitted by the Caddo Parish Planning and Zoning Commission (PZC) to consider public comments and testimony regarding proposed code text amendments to the Caddo Parish UDC including, but not limited to, amending the following articles, or portions thereof: *Article 5. – Uses* and *Article 6. – Use Standards*, relative to overnight truck parking, with all provisions included therein.

Alan Clarke, Executive Director  
Metropolitan Planning Commission

**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 LOCUST HILL ROAD APPROXIMATELY 1870' WEST OF HIGHWAY 79, CADDO PARISH, LA., FROM R-A RURAL-AGRICULTURAL ZONING DISTRICT TO R-A (PUD) RURAL-AGRICULTURAL PLANNED UNIT DEVELOPMENT 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 South side of Locust Hill Road approximately 1870' west of Highway 79, Caddo Parish, LA, more particularly described below, be and the same is hereby amended **from R-A Rural-Agricultural Zoning District to R-A (PUD) Rural-Agricultural Planned Unit Development Zoning District:**

8.943 ACS. M/L- LOT 1, REDWINE SUBDIVISION, Section 34, T17N, R16W, Caddo Parish, Louisiana.

BE IT FURTHER ORDAINED that the rezoning of the property described herein is approved subject to compliance with the following stipulations:

The applicant requests the following uses in addition to those allowed within the R-A base zoning district:

- Animal Care Facility

**1. Article 5. – Uses section 5.2 Use Matrix.**

- a. Currently within the UDC the use of animal care facility is not a use within the current R-A zoning district, the matrix does not express or provide a pathway for this use; due to the potential negative impacts of the use it's not permitted within a residential zoning district and would typically be located within a commercial setting so that it can be controlled and managed. In providing ordinance relief regarding the use, it will allow for the applicant to have the use of an animal care facility within a residential zoning district.

Ordinance relief:

- All commercial Interior parking requirements.
- All commercial Irrigation system requirements.

**1. Article 8. – Off-Street Parking and Loading 8.3 Required off-street vehicle and bicycle parking spaces.**

- a. Animal care facilities require 1 space per 300 sf GFA. 5 spaces are required, but due to the nature of the business being by appointment only and operated on a residence, the applicant is requesting ordinance relief. There is an existing concrete parking area that will accommodate the applicant's business model. Staff believes that adequate parking is not being met; therefore, parking should be installed as required by the code.If

providing ordinance relief for the off-street parking, the applicant would not be required to have additional parking outside what they currently use residentially.

**2. Article 10. – Landscape and Tree Preservation section 10.1. Landscape Plan Approval.**

- a. The applicant has indicated that they would only be able to meet some of the landscaping requirements, as discussed with the applicant it was identified that the normal processing and need of an Irrigation plan would not be as feasible due to the size of the property and the location of the water meter and structures on the property. The facility is located next to the residential structure on the property which is at the end of the driveway which is a considerable distance from the water meter. As indicated by the applicant, in the installation of the irrigation system, they will have run the system to the facility which would result in an unreasonable expense. The applicant has however indicated that they plan to water the plants and use drought resistant plants to help alleviate the necessity to water the plants on a cycle. The applicant has also indicated that they are planning to use an alternative watering method for irrigation to help resolve the irrigation issue. If granted ordinance relief regarding irrigation, they will not have to submit the typical set of irrigation documents necessary for approval.

The complete proposed site amenities offered in exchange for the requested use and ordinance relief includes:

- Installation of direction sign with additional landscaping
- Structured drop-off and pick-up visiting hours.
- Noise control methods and measures.
- Controlled lighting within hours of operations only.
- Regular maintenance on property with additional upkeeping.
- Enhanced architectural building design.

**1. Installation of Directional Signage & Landscaping.**

- a. The applicant plans to add a monument sign that will be designed and placed at the split in the driveway. This applicant stated that this sign should help address the concern from the neighbor, as it was brought up during the meeting that the applicant's customers sometimes enter the neighbor's property. The applicant also indicated that they are planning to use drought resistant plants, for landscaping around the sign. It should help the sign be more appealing and help resolve the issue of his customers bothering the neighbor.

**2. Structured Visiting Hours.**

- a. The applicant indicated that they would have a structured window of operation for their customers to drop-off and pick-up their pets. The customers will be required to visit and conduct business within this window of time. This should address issues with incoming traffic-flow that this use could bring to this area. The applicant planned to operate on an appointment basis, and those without an appointment would not be able visit the property outside of the window of operation.

**3. Noise Control Measure.**

- a. In the event that the Dogs become noisy they will be brought indoors and will only be allowed on supervised walks. This

should address the neighbors' concerns regarding noise being brought about by the dogs that are within the facility.

**4. Controlled Lighting.**

- a. The outdoor lighting will be shielded and directed downwards to minimize the light pollution so that it does not disturb the neighbors. The applicant has also indicated that they plan to turn off the lights at around 10pm every night and the interior lighting will be dimmed to decrease light exposure.

**5. Regular Maintenance.**

- a. The applicant also intends to do regular maintenance for the property to keep it visually appealing to customers, this includes the enhancement of landscaping on the property, instead of using typical plants the applicant plans to use water resistant plants around the sign and add some additional plants around the facility. The applicant also lives on the property so the maintenance and upkeep of the property would be more structured and regularly conducted.

**6. Enhanced Building Elements.**

- a. In examining the construction plans of the structure, the building is a bit more enhanced in its design elements. The main support structure is a 40'x40' pole barn style structure with 6x6 columns every 10" around the perimeter of the building. The roof and exterior walls are metal. The roof is 26 gauge, and the walls are 24 gauge. The appearance of the façade for the structure is more modern in design and resembles that of a housing structure. The shutters on the exterior of the building add a residential character to the building, making it stand out in comparison to a regular barn like structure.

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:

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Parish Attorney

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Date

**23-21-P**  
**Brandon Redwine**

**CADDO PARISH PLANNING AND ZONING COMMISSION  
SUMMARY MINUTES OF THE PUBLIC HEARING NOVEMBER 29, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, November 29, 2023 at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. Members met in the MPC Conference room prior to the hearing for case manager presentations.

**Members Present**

Laura Neubert, Chairperson  
Jake Brown  
Constance L. Green  
Phyllis Hart  
Damon Humphrey, Sr.  
Lauren Marchive, III

**Staff Present**

Alan Clarke, Executive Director  
Stephen Jean, Deputy Director  
Kamrin Hooks, Executive Assistant/Planner 1  
Jomari Smith, Planner 1  
Emily Trant, Land Development Coordinator  
Adam Bailey, Community Planning & Design Manager

**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 Caddo Parish Planning And Zoning Commission are subject to appeal to the appropriate governing body, the Caddo Parish Commission. Appeals must be filed within 10 days from the date a decision is rendered by the Caddo Parish Planning and Zoning Commission.

**A motion was made by MR. MARCHIVE, III, seconded by MR. HUMPHREY, SR., to approve the minutes of the October 27, 2023 public hearing as submitted.**

**The motion was adopted by the following 6-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: NONE**

**PUBLIC HEARING**

**CASE NO. 23-21-P PLANNED UNIT DEVELOPMENT & SITE PLAN**

Applicant: BRANDON REDWINE  
Owner: BRANDON REDWINE  
Location: 9655 Locust Hill Rd (South side of Locust Hill Rd approx. 1870' west of Hwy 79.)  
Existing Zoning: R-A  
Request: (PUD) Planned Unit Development  
Proposed Use: Dog Boarding Facility for home based business

**Representative &/or support:**

**Brandon Redwine 9655 Locust Hill Road, Greenwood, LA, 71033**

Redwine explained that he wanted to turn the existing building on his property into a boarding place for dogs. He explained that only one property is nearby, and they have shown support for the building being used for a boarding place for dogs. GREEN asked for the applicant to give background information as to why he wants to utilize this building for boarding dogs. Redwine stated that he has always had dogs and while on vacation he would want a more secure place for them to stay. GREEN

*draft*

then asked the applicant how he would market the business, to which Redwine stated the marketing would be online and have time slots. Redwine informed the Board that the property will stay properly maintained as it is the property that him and his family live on. MARCHIVE asked if the applicant wanted relief from the irrigation system for landscaping and the required number of parking spaces. He said yes because the property is small and based on how appointments will be made, only three parking spots are needed.

**Opposition: None.**

**A motion was made by MR. MARCHIVE, III seconded by MR. BROWN to recommend this application for approval.**

**The motion was adopted by the following 6-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: NONE**

### **END OF PUBLIC HEARING**

### **OLD BUSINESS**

CLARKE informed the Board that it would be best to have the slate of officers selected by December so voting can happen on December 27, 2023, for the new officers to take place in January.

### **NEW BUSINESS**

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

### **CHAIR/BOARD MEMBER'S COMMENTS**

**ADJOURN 4:40 p.m.**

\_\_\_\_\_  
**Laura Neubert, Chair**

\_\_\_\_\_  
**Phyllis Hart, Secretary**



**CADDO PARISH PLANNING AND ZONING COMMISSION**

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**STAFF REPORT**

**NOVEMBER 29, 2023**

**AGENDA ITEM NUMBER:**

**MPC Staff Member:** Jomari Smith

**Parish Commission District:** 12/Ken Epperson

**CASE NUMBER 23-21-P: PLANNED UNIT DEVELOPMENT (PUD) & PRELIMINARY SITE PLAN**

**APPLICANT:** Brandon Redwine  
**OWNER:** Brandon Redwine  
**LOCATION:** 9655 Locust Hill Rd.  
**EXISTING ZONING:** R-A  
**REQUEST:** R-A to R-A(PUD)  
**PROPOSED USE:** Animal Care Facility - Dog Boarding

**DESCRIPTION:** The applicant is requesting to turn an already existing structure on their property into a Dog Boarding Facility, the building was used for a different use before being used for this current use. the property is currently zoned R-A, and they are seeking approval to have a R-A PUD (Planned Unit Development) for an Animal Care Facility. The use is not permitted-by-right within that zoning district and is currently permitted only within the commercial zoning districts. The property is approximately 9 acers in size, with one main point of access that leads to the facility and residential structure. This property is surrounded by R-A (Residential Agricultural) on all sides, and the nearest associated use is located towards Hwy 79 and is outside of the MPC planning jurisdiction.

This property does not have any associated case history, however within proximity to the property we have the following cases:

- BAP-5-95: A Special exception use for a secondary residential structure; approved w/ stipulation.
- P-12-00: A rezoning, R-A to R-A-E for an oil field equipment storage & truck yard; Approved w/ stipulations.

There are no nearby neighborhoods within proximity that are identified within Caddo Parish MPC Planning Limits.

**REMARKS: PUD approval is subject to a 2-year expiration as described in Article 16.7, subparagraph F of the Caddo Parish UDC.**

Pursuit of a PUD designation allows an applicant to request ordinance relief across a variety of areas within one application, including: permitted uses from other zoning districts, specific use approvals, variances, etc. In exchange, the applicant agrees to provide substantive amenities that benefit the surrounding area or the tenant/property owner exclusively, align with the goals of the Master Plan or otherwise provide some added aesthetic benefit. This tool provides the highest level of flexibility for projects that have a complex coupling of uses and potential impacts and offers the premier opportunity to claim benefits for the site and the surrounding area.

The applicant hosted a neighborhood participation meeting on July 3<sup>rd</sup> at 7:30pm at their property so that individuals within the community will have the opportunity to tour the site and see the dog

The information stated herein is the result of discussion by a staff review team. The Planning Commission and its Members will use all information made available to them in making their decision. A Planning Commission approval is a use approval only. The applicant is still responsible for complying with all other applicable Zoning Ordinance requirements and obtaining all necessary permits and approvals from other departments or agencies. This shall include, but not be limited to the requirements of the Zoning Administrator, building permits, liquor licenses, the parish health unit, and Certificates of Occupancy.



## CADDO PARISH PLANNING AND ZONING COMMISSION

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### STAFF REPORT

boarding facility at the applicant's property. The applicant indicated that the NPP went relatively well, and some individuals were not initially in support, however after having a few of their questions answered they did not have a further problem regarding the use. The applicant indicated that six individuals attended the meeting and most of the individual are near by neighbors that live along Locust Hill Rd.

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### MASTER PLAN

#### CONSIDERATIONS:

In review of the Master Plan and the current Caddo Parish UDC regulations, the use of an Animal Care Facility which includes dog boarding under that use is not a permitted use within the R-A zoning district, currently there is not a pathway forward to have the use without having to rezone the property. The 2030 Master Plan for the City of Shreveport does make a recommendation for the area to be used for Rural Enterprise. The concept of rural enterprise is that of supplementary & ancillary uses and businesses, this use with low visitation is a compatible use with the masterplan. The applicant has indicated that the use will not incur unwarranted traffic to the area and strive to maintain the rural character when in operation. This use will not have a large negative impact in the area and community due to the size of the properties and the location of the facility on the property.

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### REQUESTED USES & ORDINANCE

#### RELIEF:

In the organization of the case and examination of the application, the applicant has asked for the selected list of ordinance relief from the UDC, in order to allow the use and be relived from ordinance requirements that are more appropriate for a commercial development.

The applicant requests the following uses in addition to those allowed within the R-A base zoning district:

- Animal Care Facility

**1. Article 5. – Uses section 5.2 Use Matrix.**

- a. Currently within the UDC the use of animal care facility is not a use within the current R-A zoning district, the matrix does not express or provide a pathway for this use; due to the potential negative impacts of the use it's not permitted within a residential zoning district and would typically be located within a commercial setting so that it can be controlled and managed. In providing ordinance relief regarding the use, it will allow for the applicant to have the use of an animal care facility within a residential zoning district.

Ordinance relief:

- All commercial Interior parking requirements.
- All commercial Irrigation system requirements.

**1. Article 8. – Off-Street Parking and Loading 8.3 Required off-street vehicle and bicycle parking spaces.**

- a. Animal care facilities require 1 space per 300 sf GFA. 5 spaces are required, but due to the nature of the business being by appointment only and operated on a residence, the applicant is requesting ordinance relief. There is an existing concrete parking area that will accommodate the applicant's business model. Staff believes that adequate parking is not being met; therefore, parking should be installed as required by the code.



## CADDO PARISH PLANNING AND ZONING COMMISSION

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### STAFF REPORT

providing ordinance relief for the off-street parking, the applicant would not be required to have additional parking outside what they currently use residentially.

#### **2. Article 10. – Landscape and Tree Preservation section 10.1. Landscape Plan Approval.**

- a. The applicant has indicated that they would only be able to meet some of the landscaping requirements, as discussed with the applicant it was identified that the normal processing and need of an Irrigation plan would not be as feasible due to the size of the property and the location of the water meter and structures on the property. The facility is located next to the residential structure on the property which is at the end of the driveway which is a considerable distance from the water meter. As indicated by the applicant, in the installation of the irrigation system, they will have run the system to the facility which would result in an unreasonable expense. The applicant has however indicated that they plan to water the plants and use drought resistant plants to help alleviate the necessity to water the plants on a cycle. The applicant has also indicated that they are planning to use an alternative watering method for irrigation to help resolve the irrigation issue. If granted ordinance relief regarding irrigation, they will not have to submit the typical set of irrigation documents necessary for approval.

---

#### PROPOSED SITE

##### AMENITIES:

The applicant has proposed a listed number of amenities which should help alleviate some of the relative issues and impacts that this use would have with it being used on a residential zoning district. The applicant has also received comments for some additional amenities from the neighbors.

The complete proposed site amenities offered in exchange for the requested use and ordinance relief includes:

- Installation of direction sign with additional landscaping
- Structured drop-off and pick-up visiting hours.
- Noise control methods and measures.
- Controlled lighting within hours of operations only.
- Regular maintenance on property with additional upkeeping.
- Enhanced architectural building design.

#### **1. Installation of Directional Signage & Landscaping.**

- a. The applicant plans to add a monument sign that will be designed and placed at the split in the driveway. This applicant stated that this sign should help address the concern from the neighbor, as it was brought up during the meeting that the applicant's customers sometimes enter the neighbor's property. The applicant also indicated that they are planning to use drought resistant plants, for landscaping around the sign. It should help the sign be more appealing and help resolve the issue of his customers bothering the neighbor.

#### **2. Structured Visiting Hours.**

- a. The applicant indicated that they would have a structured window of operation for their customers to drop-off and pick-up their pets. The customers will be required to visit and conduct business within this window of time. This should address issues with



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### STAFF REPORT

incoming traffic-flow that this use could bring to this area. The applicant planned to operate on an appointment basis, and those without an appointment would not be able visit the property outside of the window of operation.

#### 3. **Noise Control Measure.**

- a. In the event that the Dogs become noisy they will be brought indoors and will only be allowed on supervised walks. This should address the neighbors' concerns regarding noise being brought about by the dogs that are within the facility.

#### 4. **Controlled Lighting.**

- a. The outdoor lighting will be shielded and directed downwards to minimize the light pollution so that it does not disturb the neighbors. The applicant has also indicated that they plan to turn off the lights at around 10pm every night and the interior lighting will be dimmed to decrease light exposure.

#### 5. **Regular Maintenance.**

- a. The applicant also intends to do regular maintenance for the property to keep it visually appealing to customers, this includes the enhancement of landscaping on the property, instead of using typical plants the applicant plans to use water resistant plants around the sign and add some additional plants around the facility. The applicant also lives on the property so the maintenance and upkeep of the property would be more structured and regularly conducted.

#### 6. **Enhanced Building Elements.**

- a. In examining the construction plans of the structure, the building is a bit more enhanced in its design elements. The main support structure is a 40'x40' pole barn style structure with 6x6 columns every 10" around the perimeter of the building. The roof and exterior walls are metal. The roof is 26 gauge, and the walls are 24 gauge. The appearance of the façade for the structure is more modern in design and resembles that of a housing structure. The shutters on the exterior of the building add a residential character to the building, making it stand out in comparison to a regular barn like structure.

---

### PRELIMINARY SITE PLAN CONSIDERATION:

In order to reach the dog boarding facility, you have to drive to the end of the driveway which is approximately 870' long and 12' wide and is composed of gravel aggregate. When having multiple cars traveling along this driveway, it can cause issues, as the driveway is limited in width as typically only one vehicle is meant to travel on the driveway at a time. Which gives reasons as to why limited vehicle traffic is warranted. When at the beginning of the driveway, you should be able to observe and locate the proposed amenities as stated within the report. This would be signage that indicates the direction of the facility, which will address issues of visitors being confused about what driveway to utilize upon arrival.

When a customer reaches the end of the driveway they would be able to observe the location of the primary residential structure and the dog boarding facility. The use of an animal care facility requires the applicant to have parking spaces for the use, which he has indicated on the site plan. The parking is limited; however, it should be accommodating for the limited amount of traffic that the applicant is planning on having. If ordinance relief is



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granted, the applicant will have the ability to have keep the configuration of parking as observed on the current site-plan or they can create parking that is lesser in design.

The existing structure being used as the dog boarding facility is 40'x40' in size and the building has two main entrances, a regular door and set of French doors. The building seems to have a gated release that opens into the enclosed outdoor area, which will allow for the dogs to run. This enclosed area is surrounded by a 6' wooden picket fence, which is the designated space which by the UDC standards checks off an additional standard needed for the operations of the facility. The building does have additional design elements such as shutters which help tie the building into the existing character of the property.

In review of the provided site plan and the supporting documents presented by the applicant, he has indicated and provided all the necessary elements regarding the site and has met many of the requirements for the use of a dog boarding facility. If the application is approved with the requested ordinance relief for irrigation, the applicant will not be required to submit a set of irrigation plans, and instead use an additional form of irrigation such as manually watering. As stated, the applicant will still be required to provide an alternative landscaping plan which will be subject to review by the MPC Executive Director which must be approved prior to the issuance of permits as well as any additional documents.

---

**STAFF**

**ASSESSMENT:** Based on the information contained in the application, and analysis of the facts of record, MPC Staff concludes that: approval is warranted with the stipulation that the parking be installed as required by the code.

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

1. Approve the requested R-A(PUD) with full ordinance relief and amenities.
2. Deny the requested R-A(PUD) designation.

---

**PUBLIC ASSESSMENT:** 1 person spoke in support. No opposition was present.

---

**MPC BOARD RECOMMENDATION:** The Board voted unanimously to approve this application.

---

**23-21-P**

**R-A**

Hwy 79

Locust Hill

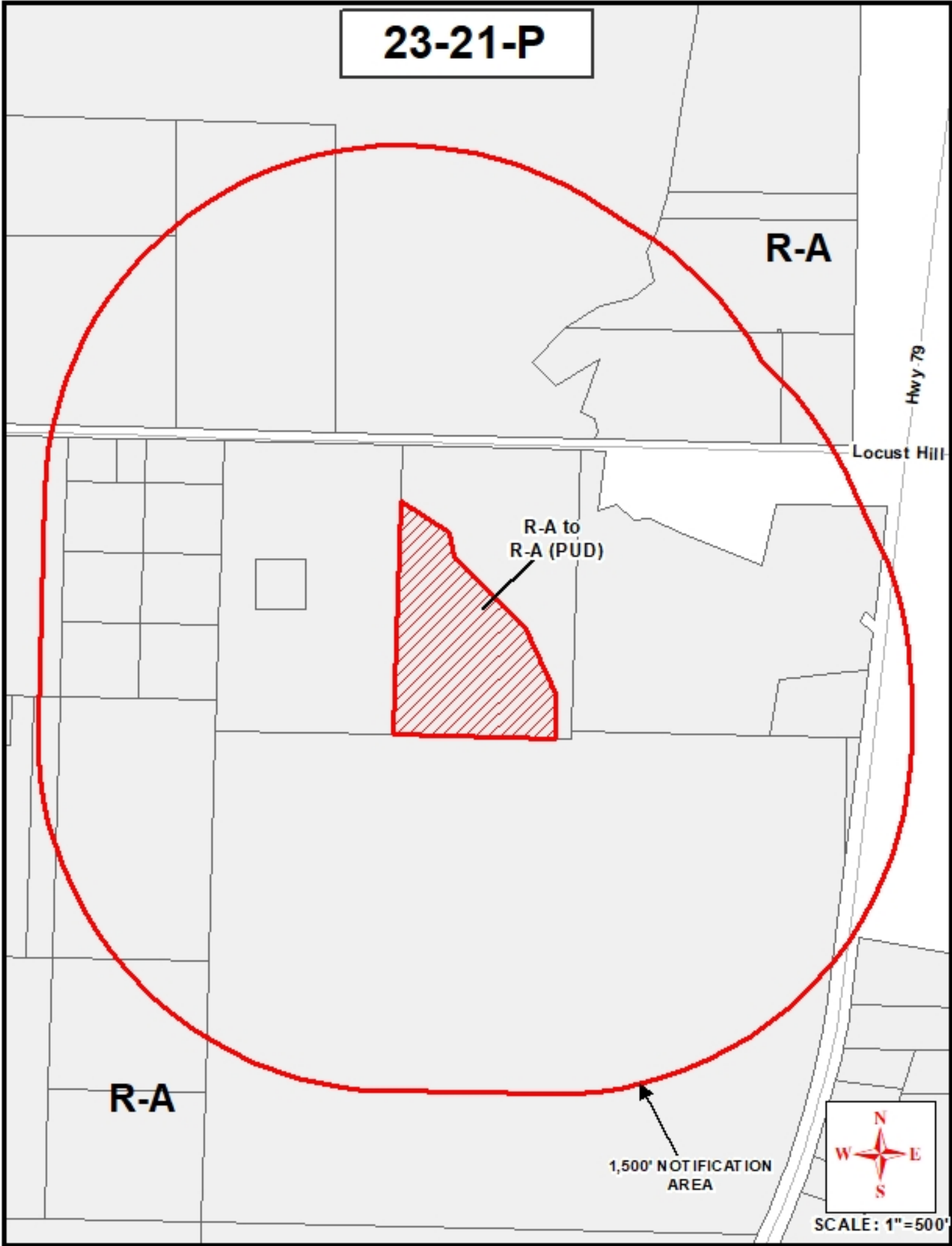
R-A to  
R-A (PUD)

**R-A**

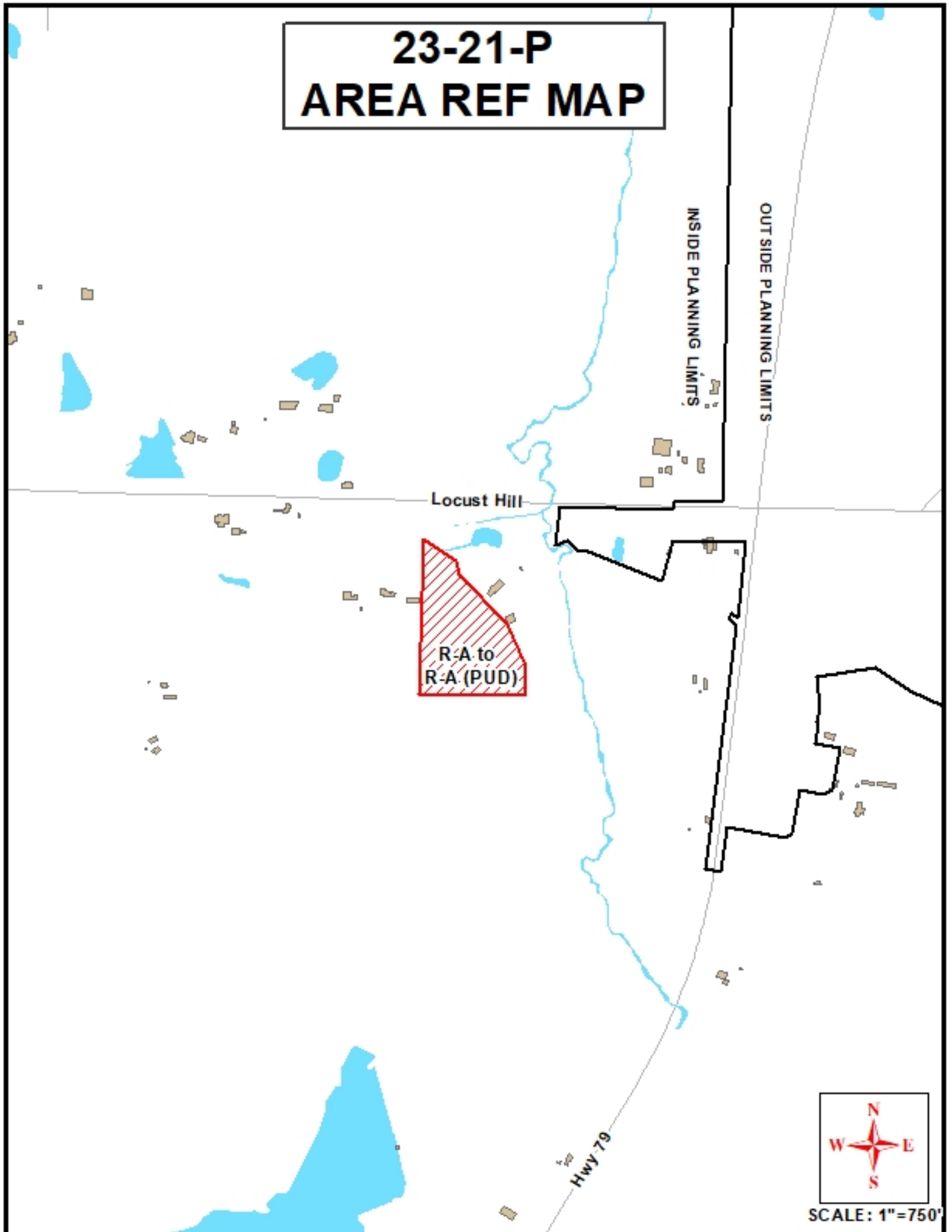
1,500' NOTIFICATION  
AREA



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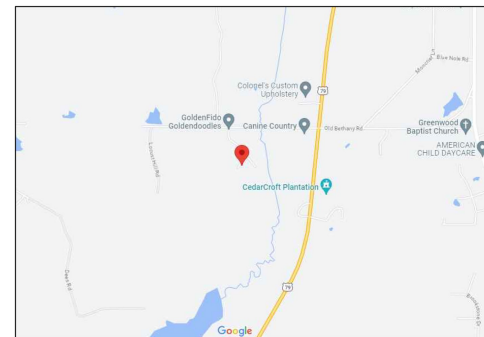


# 23-21-P AREA REF MAP

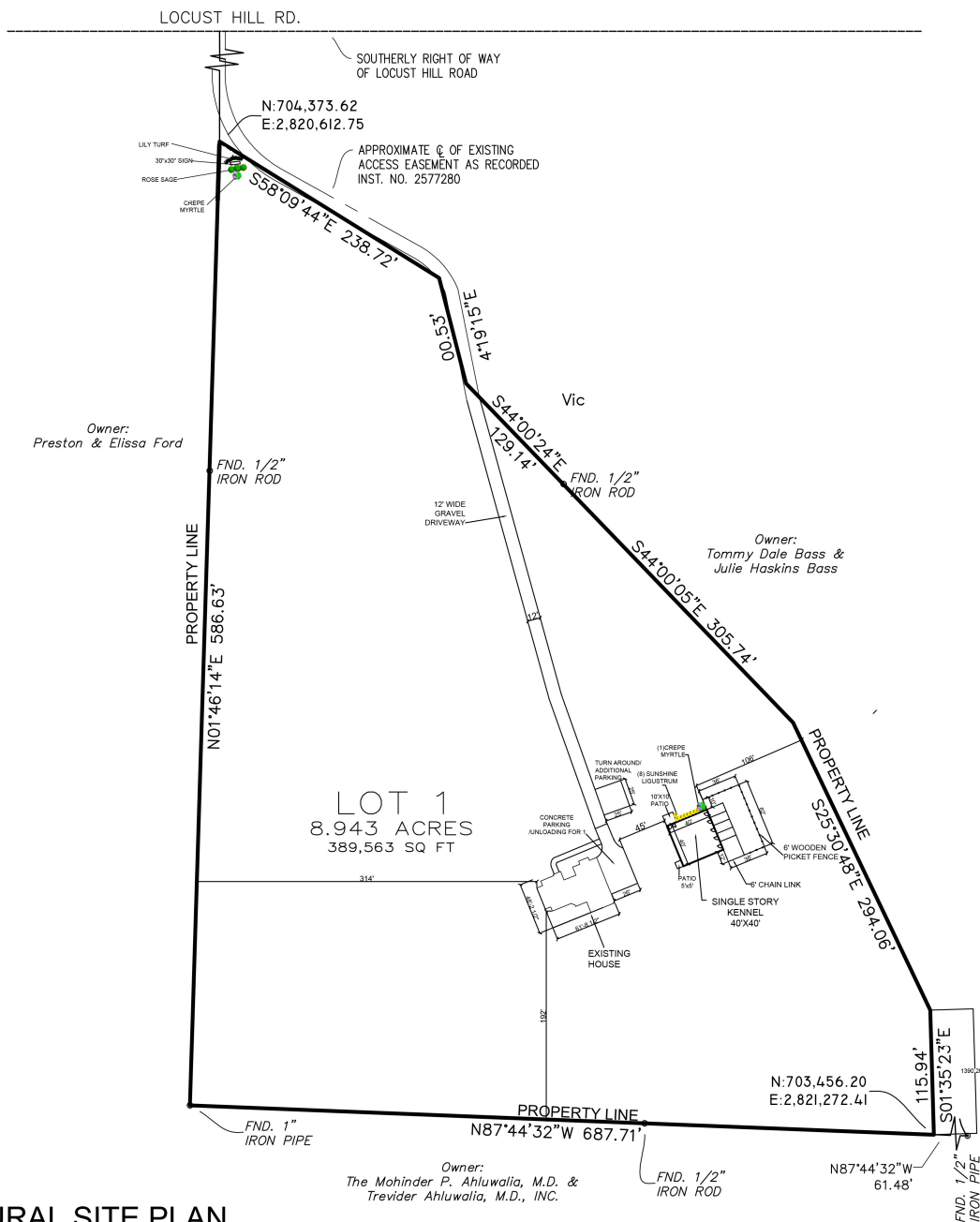


# REDWINE KENNEL

NE/4 OF SECTION 34, T17N-R16W, CADDO, PARISH, LOUISIANA



VICINITY MAP

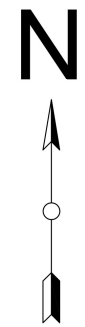


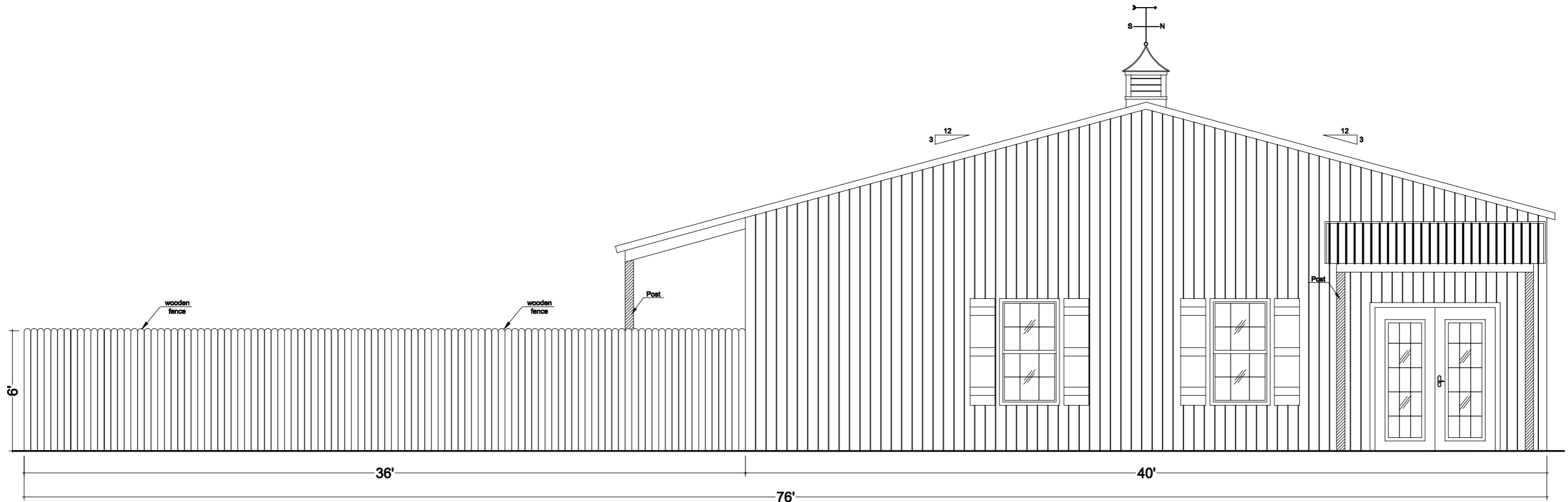
SITE PLAN

**OWNER:**  
BRANDON REDWINE  
9655 LOCUST HILL RD GREENWOOD  
LA 71033

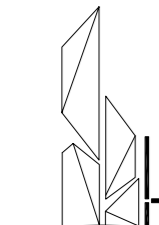
NE/4 OF SECTION 34,  
T17N-R16W, CADDO, PARISH,  
LOUISIANA  
LOT SIZE: 8.943 ACRE

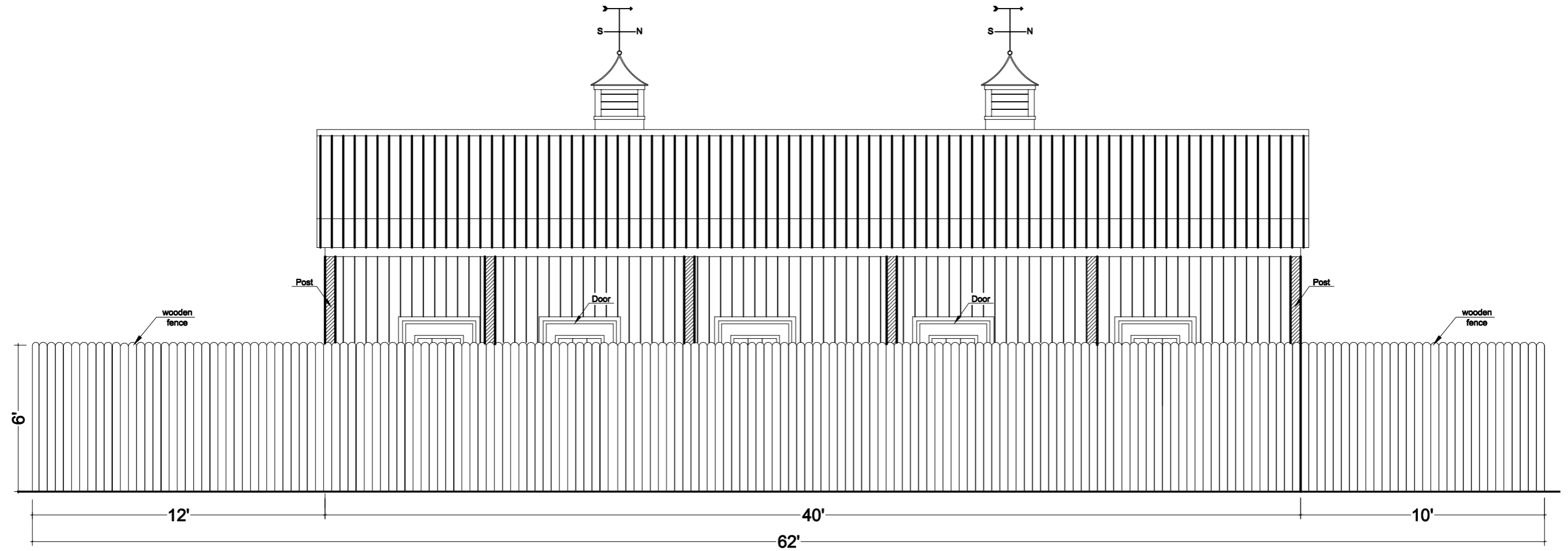
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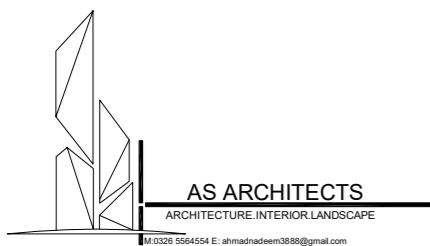
**FRONT ELEVATION**  
 SCALE = 1/4" = 1'-0"

<p>CONSULTANTS :</p>  <p><b>AS ARCHITECTS</b>      ARCHITECTURE, INTERIOR, LANDSCAPE  <small>M: 0326 5564554 E: ahmadnadeem388@gmail.com</small></p>	<p>APPROVAL &amp; SIGN :</p>	<p>© AS Architects      All right reserved. No parts of this drawing may be circulated, reproduced, stored in retrieval system, or transmitted, in any form, or by any means-electronic, mechanical, photocopying, recording, or otherwise without the prior permission of AS Architects .</p> <p>CLIENT:</p>	<p>DRAWING TITLE:  <b>FRONT ELEVATION</b></p> <table border="1"> <tr> <td>JOB ARCHITECT: <b>AS Architects</b></td> <td>CHECKED BY : <b>AS</b></td> <td>REVISION DATE:</td> </tr> <tr> <td>SCALE: 1/4 = 1'-0"</td> <td>DRAWN BY: <b>AS</b></td> <td>REVISION DATE:</td> </tr> <tr> <td>DATE: SEP - 2023</td> <td>DRAWING NO. <b>AR - 01</b></td> <td>REVISION DATE:</td> </tr> </table>	JOB ARCHITECT: <b>AS Architects</b>	CHECKED BY : <b>AS</b>	REVISION DATE:	SCALE: 1/4 = 1'-0"	DRAWN BY: <b>AS</b>	REVISION DATE:	DATE: SEP - 2023	DRAWING NO. <b>AR - 01</b>	REVISION DATE:
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SCALE: 1/4 = 1'-0"	DRAWN BY: <b>AS</b>	REVISION DATE:										
DATE: SEP - 2023	DRAWING NO. <b>AR - 01</b>	REVISION DATE:										



**SIDE ELEVATION**  
 SCALE = 1/4" = 1'-0"

CONSULTANTS :



APPROVAL & SIGN :

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CLIENT:

DRAWING TITLE:

**SIDE ELEVATION**

JOB ARCHITECT:

AS Architects

CHECKED BY :

AS

REVISION DATE:

SCALE:

1/4 = 1'-0"

DRAWN BY:

AS

REVISION DATE:

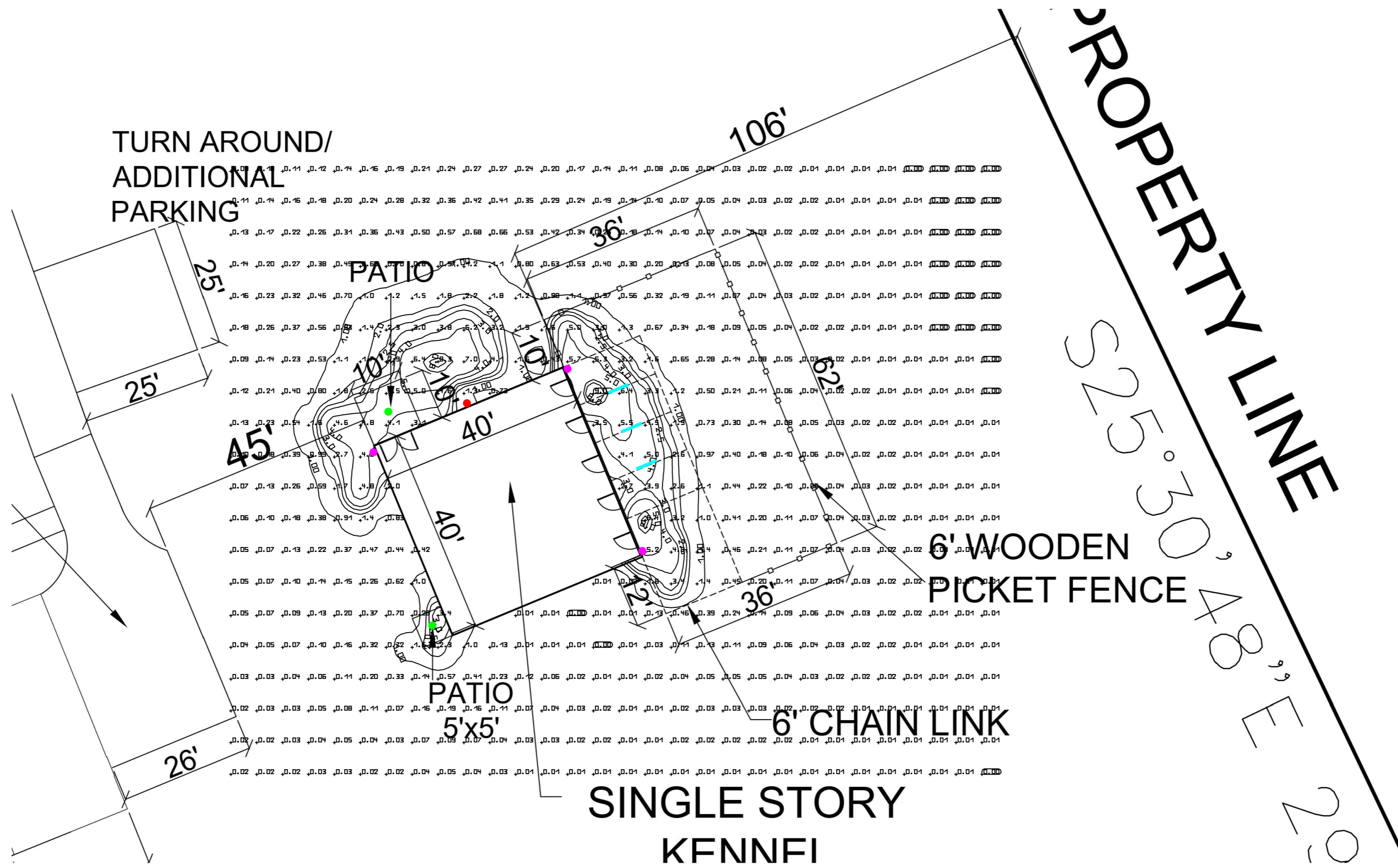
DATE:

SEP - 2023

DRAWING NO.

AR - 01

REVISION DATE:



Statistic						
Symbol	Quantity	Manufacture	Catalog Number	Lumens Per Lamp	Light Loss Factor	Wattage
●	1	-----	-----	5000 lm		55.5 W
●	2	-----	-----	1800 lm		20 W
●	3	-----	-----	1500 lm		16.6 W
—	3	-----	-----	1000 lm		11.1 W

#	Description	Symbol	Min	Max	Avg	Min/Avg	Min/Max
1	CALCULATION AREA	+	0.002 fc	9.04 fc	0.57 fc	0.004	0.000

# PHOTOMETRIC PLAN



←  
Kennel  
Name

*Property  
Line*











## Redwine Kennel – Neighborhood Participation Plan Report

Contact Name: Brandon Redwine

Meeting Date: July 3, 2023

Meeting Location: Redwine Kennel 9655 Locust Hill Rd Greenwood, LA 71033

Meeting Start Time: 7:00 PM

Meeting End Time: 8:00 PM

Number of people in attendance: 8

Date of Filing of Land Use Application:

### General Introduction:

For this neighborhood meeting, we reached out to local residents and business owners, including our next-door neighbors and Catherine Allred from Canine Country. The primary method of outreach was through invitation letters sent in the mail, supplemented by personal communication where necessary. The meeting's agenda was centered around discussing our proposal to convert existing structures on our property into a luxury long-term dog boarding business, operating strictly by appointment.

The format of the meeting was mainly a casual conversation and tour of the existing kennel to be repurposed. In attendance representing us were myself, Brandon Redwine, and my spouse, as the property owners.

### Summary of Concerns and Issues Raised at the Meeting:

1. **Concern about the conversion of our property into a commercial operation and potential future expansion:**

**Applicant Response:** We clarified the difference between a commercial zoning and a PUD. Emphasizing that our PUD restricts us to the specific approved use and any future expansions or changes to our business model would necessitate additional community consultations and approvals, mitigating the fear of our business unexpectedly growing into a larger operation.

2. **Concern about a potential increase in traffic:**

**Applicant Response:** We clarified that our business model operates strictly on an appointment-only basis, which should keep traffic to a minimum, and not cause any more traffic than the current residential use.

3. **Concern about customers getting lost and going to the wrong property:**

**Applicant Response:** To ensure our customers do not mistakenly go to the wrong property, we have offered to install a clearly visible sign at the driveway split to direct customers to the correct location. Additionally, customers would have spoken to us before arriving and will be given clear directions.

4. **Concern about additional wear and tear on the shared bridge:**

**Applicant Response:** We reassured our neighbors that given the low volume of traffic associated with our long-term stay model, the bridge should not experience significant additional wear and tear beyond the usual residential traffic.

5. **Concern about the noise from barking dogs:**

**Applicant Response:** To control noise, we have a policy in place to keep any excessively noisy dogs indoors and on a leash when outdoors. This should mitigate any potential noise concerns.

The following documents will be submitted 2-weeks prior to the Public Hearing:

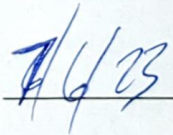
- Copy of the letter that was mailed to neighbors
- Meeting sign-in sheet
- Meeting minutes
- Copy of the plan that was presented at the neighborhood meeting

I, the undersigned, as the applicant or an authorized representative of the applicant, do solemnly swear and attest that the information provided is true and accurate. I have included a complete record of the neighborhood meeting, as well as an honest response regarding the intentions for development.

Signature of Applicant: \_\_\_\_\_



Date: \_\_\_\_\_



Printed Name of Applicant: Brandon Redwine

**23-21-P - Planned Unit Development (PUD)**

**Project Address Information:**

**Address:** 9655 Locust Hill Rd  
**City:** Greenwood  
**State:** LA  
**Zip:** 71033

**Project Details:**

**Designation:** Caddo Parish  
**Status:** Open  
**Project Name:** 9655 Locust Hill Rd  
**Project Number:** 23-21-P  
**Project Description:** Dog Boarding Facility for a home based business at residency. Developed as a (SPUD) small planned unit development.  
**Application Category:** Planning Case - Parish  
**Parcel Legal Description:** 8.943 ACS. M/L- LOT 1, REDWINE SUBDIVISION, Section 34, T17N, R16W, Caddo Parish, Louisiana.  
**General Location of Property:** South side of Locust Hill Rd approx. 1870' west of Hwy 79.  
**Council:**  
**Caddo Parish Commissioner District:** 12 - Epperson  
**Request:** (PUD) Planned Unit Development,  
**Proposed Use:** Dog Boarding Facility for home based business.  
**Subdivision:**

**GEO Number:** 171634004000100  
**Township:** 17  
**Section:** 34  
**Range:** 16  
**Existing Zone:** R-A (PUD)

**Project Fees:**

Planned Unit Development (Site Plan)  
PUD Site Plan Review

**Contact information:**

Applicant:		Brandon Redwine	9655 Locust Hill Rd Greenwood,, LA 71033
	Mobile: (318) 230-3306	Home:	Office:
Architect:		Brandon Redwine	9655 Locust Hill Rd Greenwood, LA 71033
	Mobile: (318) 230-3306	Home:	Office:
Business Owner:		Brandon Redwine	9655 Locust Hill rd Greenwood, LA
	Mobile: (318) 230-3306	Home:	Office:
Engineer:			

Engineer:		Brandon Redwine	9655 Locust Hill Rd Greenwood, LA 71033
	Mobile: (318) 230-3306	Home:	Office:
Property Owner:			
		Brandon Redwine	9655 Locust Hill Rd Greenwood, LA 71033
	Mobile: (318) 230-3306	Home:	Office:

**CC3825**

**NOTICE TO THE PUBLIC**

Notice is hereby given that the Caddo Parish Planning and Zoning Board will hold a public hearing on Wednesday, November 29, 2023 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. 23-21-P:** 9655 Locust Hill Road. Application by Brandon Redwine for approval to rezone property located on the (South side of Locust Hill Road approximately 1870' west of Highway 79), from (R-A Rural-Agricultural Zoning District to R-A PUD Rural-Agricultural Planned Unit Development Zoning District), being more particularly described as (8.943 ACS. M/L- LOT 1, REDWINE SUBDIVISION, Section 34, T17N, R16W), Caddo Parish, Louisiana.

Alan Clarke, Executive Director  
Metropolitan Planning Commission

**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 SOUTHWEST CORNER OF OLD MANSFIELD ROAD AND MIDYETT STREET, CADDO PARISH, LA., FROM R-A RURAL-AGRICULTURAL ZONING DISTRICT TO C-3 GENERAL COMMERCIAL 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 South-West corner of Old Mansfield Road and Midyett Street, Caddo Parish, LA, more particularly described below, be and the same is hereby amended **R-A Rural-Agricultural Zoning District to C-3 General Commercial Zoning District:**

LOT 1, MIDYETT SUBN. & Lot 2, Midyett Subn. 161431-1-2. & 0.3018 ACS. M/L- BEGINNING AT THE SW'LY COR. OF LOT 1, MIDYETT SUBN. PER MAP IN CB 800-347; BEING IN SEC. 31(16-14) THENCE RUN E'LY PARALLEL TO MIDYETT ST. 167.4 FT.; THENCE S'LY ALONG W'LY LINE OF LOT 2, 78.7 FT.; THENCE W'LY PARALLEL TO MIDYETT ST. 167.4 FT.; THENCE N'LY 78.7 FT. TO POB. Section 31 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

**23-32-P**  
Wilcoxon Air Inc

**CADDO PARISH PLANNING AND ZONING COMMISSION  
SUMMARY MINUTES OF THE PUBLIC HEARING NOVEMBER 29, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, November 29, 2023 at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. Members met in the MPC Conference room prior to the hearing for case manager presentations.

**Members Present**

Laura Neubert, Chairperson  
Jake Brown  
Constance L. Green  
Phyllis Hart  
Damon Humphrey, Sr.  
Lauren Marchive, III

**Staff Present**

Alan Clarke, Executive Director  
Stephen Jean, Deputy Director  
Kamrin Hooks, Executive Assistant/Planner 1  
Jomari Smith, Planner 1  
Emily Trant, Land Development Coordinator  
Adam Bailey, Community Planning & Design Manager

**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 Caddo Parish Planning And Zoning Commission are subject to appeal to the appropriate governing body, the Caddo Parish Commission. Appeals must be filed within 10 days from the date a decision is rendered by the Caddo Parish Planning and Zoning Commission.

**A motion was made by MR. MARCHIVE, III, seconded by MR. HUMPHREY, SR., to approve the minutes of the October 27, 2023 public hearing as submitted.**

**The motion was adopted by the following 6-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: NONE**

**PUBLIC HEARING**

**CASE NO. 23-32-P ZONING REQUEST**

Applicant: WILCOXEN AIR INC  
Owner: WILCOXEN AIR INC  
Location: 11163 OLD MANSFIELD RD (sw corner of Old Mansfield Road and Midyett St)  
Existing Zoning: R-A  
Request: R-A to C-3  
Proposed Use: Contractor's Office

**Representative &/or support:**

**Tony Durmon 11165 Old Mansfield Road, Keithville, LA, 71047**

Durmon stated that they have been doing business at this property for about twenty years. He stated that the business has surpassed its operating space. He also stated no neighbors had objections. No further discussion ensued.

*draft*

Opposition: None.

A motion was made by MR. MARCHIVE, III seconded by MR. BROWN to recommend this application for approval.

The motion was adopted by the following 6-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: NONE

**END OF PUBLIC HEARING**

**OLD BUSINESS**

CLARKE informed the Board that it would be best to have the slate of officers selected by December so voting can happen on December 27, 2023, for the new officers to take place in January.

**NEW BUSINESS**

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

**CHAIR/BOARD MEMBER'S COMMENTS**

**ADJOURN 4:40 p.m.**

---

**Laura Neubert, Chair**

---

**Phyllis Hart, Secretary**



**CADDO PARISH PLANNING AND ZONING COMMISSION**

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**STAFF REPORT**

**NOVEMBER 29, 2023**

**AGENDA ITEM NUMBER:**

**MPC Staff Member:** Emily Trant

**Parish Commission District:** 11/Lazarus

**CASE NUMBER 23-32-P: ZONING REQUEST**

**APPLICANT:** WILCOXEN AIR INC  
**OWNER:** Wilcoxen Air Inc  
**LOCATION:** 11163 Old Mansfield Road (sw corner of Old Mansfield Road and Midyett St)  
**EXISTING ZONING:** R-A  
**REQUEST:** R-A to C-3  
**PROPOSED USE:** Contractor's Office

---

**DESCRIPTION:** The applicant is requesting to rezone three lots that total approximately 34,300 square feet from R-A, Rural Agriculture District to C-3, General Commercial District. The property is completely surrounded by the R-A district. Properties in the vicinity along Keithville Lodge Road and Mansfield Road are zoned C-2, Corridor Commercial, C-3, and I-1, Light Industrial. Wilcoxen Air has been in operation for roughly 20 years.

There are no prior cases associated with this property. There have been numerous requests to rezone property from R-A to B-2, Neighborhood Business, B-3, Community Business, or I-1 zoning districts. In some instances, the request was to bring an existing use into code compliance. All requests were approved (P-2-02, P-22-04, P-4-10 and P-24-18). Other relevant cases include a request to rezone property from R-A to B-2, B-3, I-1 or R-A-E (extended use district); whether the request was for existing uses to come into compliance is unknown. All requests were approved (P-36-95, P-5-8-, P-11-93, P-15-77, P-14-80, P-38-83, P-21-99, and P-57-84). The most recent case that was approved by this body was approval of a request from R-A to I-1 for a new business (22-28-P).

Nearby neighborhoods include: Boggy Bayou and Keith Road.

---

**REMARKS:** As stated, the applicant is requesting to rezone the site for the purpose of a contractor's office. The use has been in operation for 20 years at this location and is considered a legal non-conforming use. When a non-conforming use is expanded or intensified, the use must become fully compliant with the Caddo Parish Unified Development Code (UDC). The applicant wishes to expand their business and add an additional warehouse to store materials and products. The UDC does not permit a contractor's office within the R-A zoning district so rezoning approval must be granted in order for the business to expand.

A contractor's office is permitted by right in the following districts: C-4, Heavy Commercial, I-MU, Industrial Mixed Use, I-1, Light Industrial, and I-2 Heavy Industrial Districts. The use may be approved with a special use permit in the C-3 zoning district. Understanding the sensitivity to the surrounding residentially zoned properties, the applicant has requested to rezone the property to C-3, as it is the least intrusive. If approved, a special use permit application will be submitted for consideration at a future public hearing. As stated in Article 4.3 of the Unified Development Code



## **CADDO PARISH PLANNING AND ZONING COMMISSION**

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### **STAFF REPORT**

(UDC), C-3 is defined as "The purpose of the C-3 General Commercial Zoning District is to accommodate regional commercial centers. The C-3 District provides for medium- and large-scale development that may generate a sizeable amount of traffic and typically requires significant off-street parking. Higher density residential uses are also allowed to facilitate mixed-use development where appropriate." The permitted by right uses in C-3 zoning district include Agriculture, Amusement Facility – Indoor, Animal Care Facility, Animal Shelter, Animal Shelter – Operated by Public Authority, Art Gallery, Arts Studio, Automated Teller Machine – Standalone, Body Modification Establishment, Broadcasting Facility TV/Radio - Without Antennae, Bus Transfer Station, Business Support Services, Car Wash, Commercial Facility For Pop-Up Use, Community Center, Community Garden, Cultural Facility, Day Care Center, Drive-Through Facility, Dwelling – Above the Ground Floor, Educational Facility - Primary or Secondary , Financial Institution, Financial Institution with Drive-Through, Food Truck and Trailer Vendor, Funeral Home, Furniture, Furnishings and Equipment Sales, Gas Station, Government Office, Healthcare Institution, Hotel, Industrial Services, Live Performance Venue, Lodge/Meeting Hall, Medical/Dental Office, Office, Outdoor Dining, Parking Lot (Principal Use), Parking Structure (Principal Use), Personal Service Establishment, Place of Worship, Public Park, Public Safety Facility, Reception Facility, Residential, Care Facility, Restaurant , Retail Sales of Alcohol-Beer/Wine, Retail Goods Establishment , Self-Service Ice Vending Unit, Self-Storage Facility: Climate-Controlled, Soup Kitchen, Soup Kitchen, Accessory, Specialty Food Service, Vehicle Dealership – Enclosed, Vehicle, Dealership – With Outdoor Storage/Display, Vehicle Rental – Enclosed , Vehicle Repair/Service – Minor , Wireless, Telecommunications – Attachments to Existing Structures (Other than Towers), Wireless Telecommunications – Modifications , Farmers' Market, Temporary Outdoor Events, Temporary Sale of Non-Seasonal Merchandise and Temporary Seasonal Sales.

In terms of compatibility to surrounding uses, there is little to compare to on this side of Old Mansfield Road. There is an existing church and a couple of residential dwellings; however, the majority of the properties are undeveloped. A comparison to existing zoning is evaluated and all of the potential uses that could be permitted within those districts. The site is roughly 700 ft away from a portion of Mansfield Road that is primarily light industrial and general commercial zoning. Generally speaking, the intensity and/or density of zoning designations should gradually increase from residentially zoned properties, rather than locating immediately adjacent to them. When incompatible districts are located immediately adjacent to one another, such as the proposed request, it is considered spot zoning. There are methods to mitigate commercial development when located next to residential development. This evaluation will be conducted during the site plan review process, should the rezoning request be granted.

Although the case history for nearby property reveals a trend of development for this area, the Future Land Use Map of the Great Expectations Master Plan identifies the three parcels in the application as Neighborhood Commercial. The zoning request from R-A to C-3 is not consistent with the Future Land Use Map. A request to rezone to either C-1, Neighborhood Commercial or C-2, Corridor Commercial would be more appropriate; however, would not achieve the applicant's goal of expanding their existing business.

The applicant hosted a Neighborhood Participation Plan meeting on Saturday, October 28<sup>th</sup> at 9:00 am. According to the applicant, no one attended the meeting.



**CADDO PARISH PLANNING AND ZONING COMMISSION**

Office of the MPC | 505 Travis Street, Suite 440 | Shreveport, LA 71101 | 318-673-6480 | shreveportcaddompc.com

**STAFF REPORT**

**STAFF**

**ASSESSMENT:** Based on the information contained in the application, and analysis of the facts of record, MPC Staff concludes that denial is warranted due to incompatibility with the Master Plan Future Land Use Map and adjacent zoning districts.

Alternatively, the Parish Planning and Zoning Commission may:

1. Recommend approval of the request as submitted.
2. Recommend approval of an alternative zoning district.

---

**PUBLIC ASSESSMENT:** 1 spoke in support. No opposition was present.

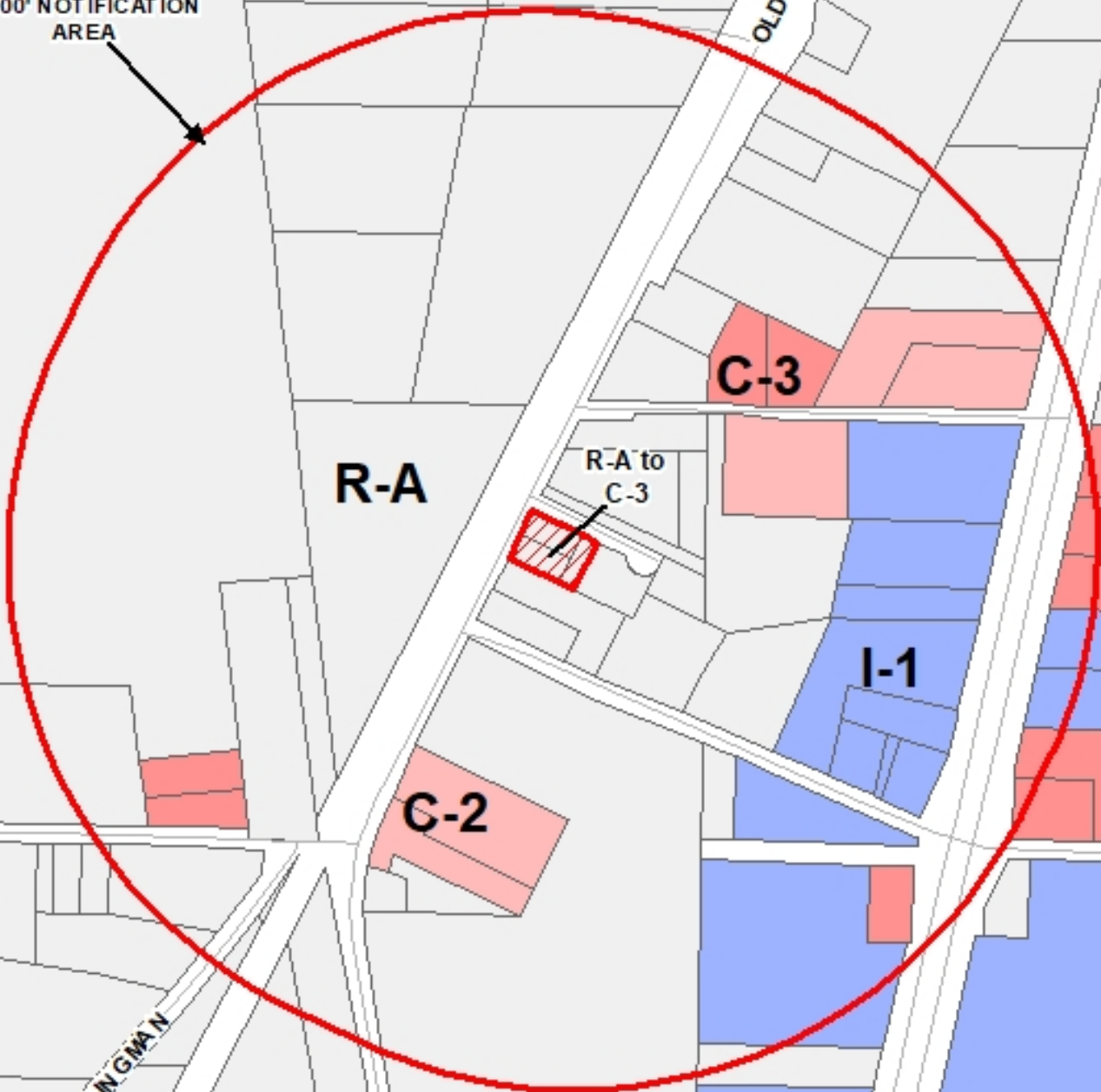
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**MPC BOARD**  
**RECOMMENDATION:** The Board voted unanimously to recommend this application for approval.

---

**23-32-P**

1,500' NOTIFICATION AREA



**R-A**

**C-3**

R-A to  
C-3

**I-1**

**G-2**

CLINGMAN

OLD MANSFIELD

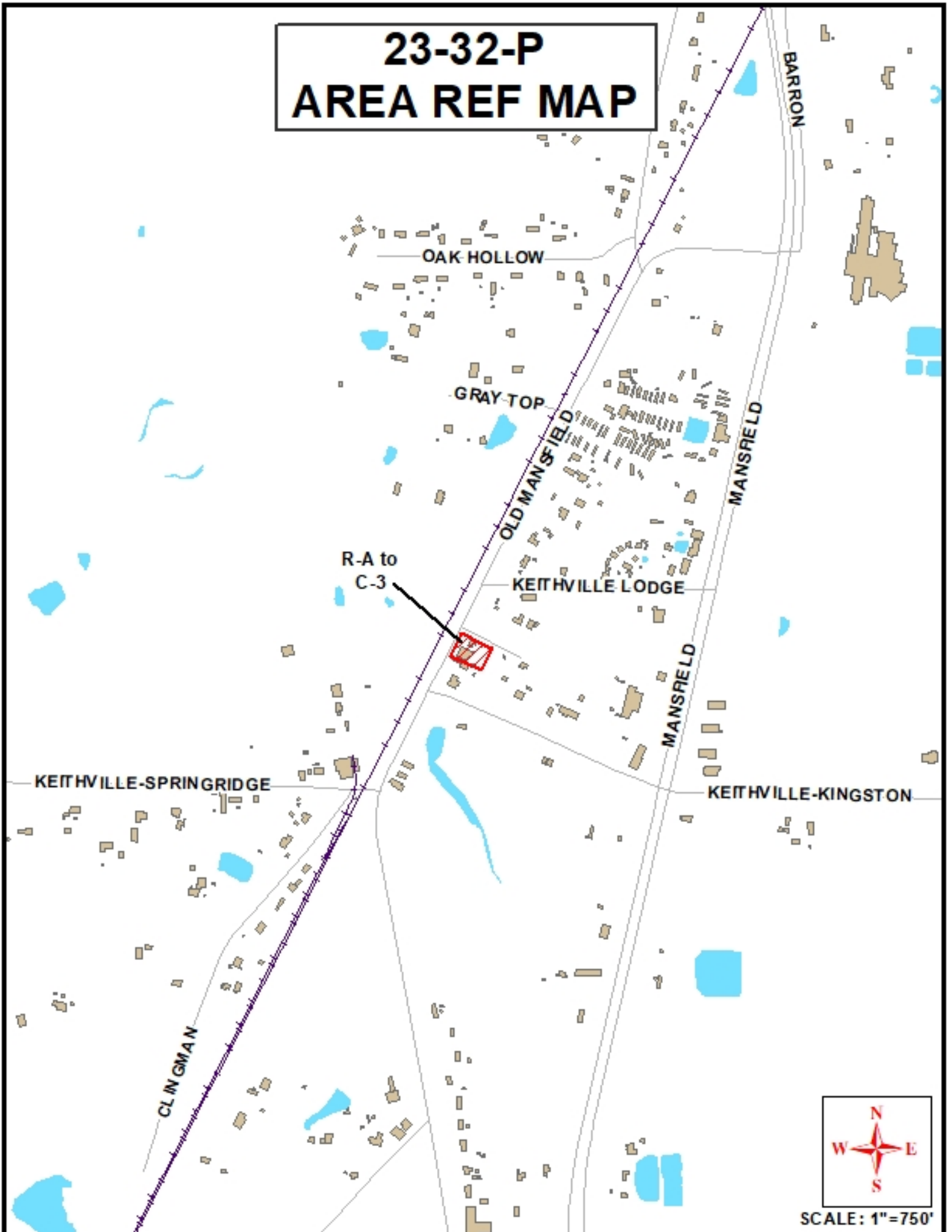
MANSFIELD

MANSFIELD



SCALE: 1"=500'

# 23-32-P AREA REF MAP



SCALE: 1"=750'

## **NPP Neighborhood Meeting Invitation**

**Wilcoxon Air, Inc.**

Dear Neighbors,

Wilcoxon Air, Incorporated has been a proud member of your neighborhood for the past twenty years. Our existing business at 11165 Old Mansfield Rd. was grandfathered into the old zoning district. Our business has grown over the years and our existing facilities no longer meet all our needs. We plan to erect a shop for storage at 11163 Old Mansfield Rd., a lot we own next door to our existing shop. As such, we're seeking to rezone our district to a general commercial zoning designation. The nature of our business is not changing. We are simply expanding and making property improvements.

Please feel free to contact me at (318) 925-2062 or [billhawks11@gmail.com](mailto:billhawks11@gmail.com).

We value your input. The neighborhood participation meeting will take place:

Date: Saturday, October 28, 2023

Time: 9:00 AM

Location: 11165 Old Mansfield Rd., Keithville, LA 71047

If you attend the meeting and would like to stay abreast of our progress, please leave us with your email address. We'll contact you with any changes to the project. If you are unable to attend the meeting and would like to stay informed, please feel free to contact me.

Best Regards,

Bill Hawks, Owner

Wilcoxon Air, Inc.

OWNER	STREET AD	CITY	STATE	ZIP	GEOGNO
Festavan, R	3771 Gray	Keithville	La	71047	1.61E+14
Terreco, In	9518 Primr	Shreveport	La	71118	1.61E+14
Davlin, Jim	10909 Chei	Keithville	La	71047-940	1.61E+14
Boaz Tax S	Po Box 850	Orlando	FL	32885	1.61E+14
Eagle Landi	75 Columbi	Cedarhurst	NY	11516	1.61E+14
Creech, Da	Po Box 99	Keithville	La	71047-009	1.61E+14
Hogg, Willi	252 De Bar	De Bary	FL	32713	1.61E+14
L.B.J & Ass	2830 Hoyt	Shreveport	La	71118-250	1.61E+14
Richie Taric	6950 Mira	Mira	La	71044	1.61E+14
Melancon,	11309 Cling	Keithville	La	71047-758	1.61E+14
Baptist Chu	3482 Keith	Keithville	La	71047-656	1.61E+14
Cason, Antl	11089 Old	Keithville	La	71047	1.61E+14
Dean, Davi	158 Curtis	Fayetteville	TN	37334-620	1.61E+14
Graham, D	3055 Mour	Keithville	La	71047-833	1.61E+14
Armstrong,	9800 Chas	Shreveport	La	71118-462	1.61E+14
Keithville U	Po Box 286	Keithville	La	71047	1.61E+14
Cordero, Cl	3522 Keith	Keithville	La	71047	1.61E+14
Riser, Jean	11065 Old	Keithville	La	71047-659	1.61E+14
Haley, Hurs	3811 Gray	Keithville	La	71047	1.61E+14
Whitlock P	P O Box 35	Keithville	La	71047	1.61E+14
Armstrong,	9800 Chas	Shreveport	La	71118	1.61E+14
Barber, She	10170 Engl	Keithville	La	71047	1.61E+14
Right Way	1688 Couch	Benton	La	71006	1.61E+14
L.S.M. Gam	Po Box 721	Shreveport	La	71137-721	1.61E+14
Marshall, S	Po Box 274	Keithville	La	71047-027	1.61E+14
Dance, Clai	1255 Hog	Dripping Sp	TX	78620	1.61E+14
Thrash, Ter	12292 Mar	Keithville	La	71047-853	1.61E+14
Howard, Lii	11075 Gre	Shreveport	La	71106	1.61E+14
Hayes, Kim	310 Shootc	Princeton	La	71067	1.61E+14
Billingsley,	3391 Barro	Keithville	La	71047-935	1.61E+14
M. E. Churc	Po Box 286	Keithville	La	71047-028	1.61E+14
Chill Rental	2006 Carte	West Monr	La	71291	1.61E+14
Bozeman, F	11085 Old	Keithville	La	71047	1.61E+14
S & A Truck	C/O Carl &	Shreveport	La	71106	1.61E+14
Eagle Wate	Po Box 296	Keithville	La	71047	1.61E+14
Graham, D	3055 Mour	Keithville	La	71047-833	1.61E+14
Hays, Russ	6435 Vard	Keithville	La	71047	1.61E+14
Burford, Jai	Po Box 68	Gloster	La	71030	1.61E+14
Stewart-WI	Po Box 57	Keithville	La	71047	1.61E+14
Fox, Edmor	3495 Keith	Keithville	La	71047-656	1.61E+14
Natchitoch	3011 N Ma	Alexandria	La	71303-414	1.61E+14
King, Carl Jr	8741 E Wilk	Shreveport	La	71106	1.61E+14
Thomas, D	12348 Mar	Keithville	La	71047-651	1.61E+14
Davlin, Jim	10909 Chei	Keithville	La	71047-940	1.61E+14
Liles, Rober	12290 Mar	Keithville	La	71047-853	1.61E+14
United Met	Po Box 286	Keithville	La	71047-028	1.61E+14

Horizontal Po Box 551 Shreveport La	71135	1.61E+14
Caddo, Par 501 Texas S Shreveport La	71101-540	1.61E+14
Thrash, Ter 166 Rustic Shreveport La	71106	1.61E+14
Weed, Evel 3770 Gray Keithville La	71047	1.61E+14
Wright, Jen 13515 Bay San Antonio TX	78231	1.61E+14
Bramlett, C 11276 Clin Keithville La	71047	1.61E+14
Bat Investn 637 Dudley Shreveport La	71104	1.61E+14
Wood, Ran 5352 Verm Keithville La	71047-702	1.61E+14
Wilcoxon A Po Box 180 Shreveport La	71138	1.61E+14
Snead's Lar 11639 Keit Keithville La	71047-650	1.61E+14
Barnes, The 12274 Mar Keithville La	71047-853	1.61E+14
Despino, R; 800 River R Colfax La	71417	1.61E+14
Sdd Heirs, I 104 Deer C Bossier City La	71111	1.61E+14



**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		
Project Name: <u>Wilcoxer Av, Inc</u>	Associated Case: <u>22-10-7453-BC</u>	
Project Address/Location: <u>11163 Old Mansfield Rd</u>		
Current Zoning District:	Proposed Zoning District (if applicable):	Parcel Number(s):
2. CASE TYPE		
<input checked="" type="checkbox"/> Zoning Map Amendment (Rezoning) <input type="checkbox"/> Special Use Permit <input type="checkbox"/> Preliminary & Final Plat (7 or more lots) <input type="checkbox"/> Final Plat (Less than 7 lots) <input type="checkbox"/> Re-Plat	<input type="checkbox"/> Planned Unit Development (PUD) Zoning Map Amendment and Preliminary Site Plan <input type="checkbox"/> PUD Site Plan (Administrative) <input type="checkbox"/> Small Planned Unit Development (SPUD) Zoning Map Amendment and Site Plan	<input type="checkbox"/> Public Right-of-Way Closure and Abandonment <input type="checkbox"/> Site Plan Approval <input type="checkbox"/> Site Plan Revision <input type="checkbox"/> Site Plan Modification <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)		
<u>Midyett Subdivision Lot 1 - 161431-1-1</u>		
4. GENERAL LOCATION OF PROPERTY		
(street address and/or frontage, and distance to cross street)		
<u>11163 OLD MANSFIELD Rd. 71047</u>		
5. PROPOSED USE OF THE PROPERTY		
<input type="checkbox"/> Single-Family Residential <input type="checkbox"/> Multi-Family Residential <input type="checkbox"/> Mixed-Use <input type="checkbox"/> Townhouse Residential <input type="checkbox"/> Duplex Residential <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Industrial		
Provide a brief explanation, attach additional sheets, if necessary		



**Land Development**

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**UDC DEVELOPMENT APPLICATION**

6. ZONING INFORMATION		7. BUILDING INFORMATION	
Current Zoning District(s): <b>R-A</b>	Proposed Zoning District(s): <b>C-3</b>	Proposed Building Use(s):	
If more than one district, provide the acreage of each:		Existing Building(s) sq. ft. gross:	
Special Purpose Overlay District (if applicable):		Proposed Building(s) sq. ft. gross:	
Total Site Acres: <b>0.79</b>		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):		Lot Coverage (Total Area in square feet):	
Lot Coverage Percentage of Total Lot Area:			
9. STORMWATER INFORMATION			
Existing Impervious Surface:	acres/square feet	Hazard Flood Area	<input type="checkbox"/> Yes <input type="checkbox"/> No
Proposed Impervious Surface:	acres/square feet	Red River	<input type="checkbox"/> Yes <input type="checkbox"/> No
Cross Lake Watershed	<input type="checkbox"/> Yes <input type="checkbox"/> No	Wetlands	<input type="checkbox"/> Yes <input 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>	<p>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></p> <p><b>NAME, ADDRESS, AND SIGNATURE OF ALL PROPERTY OWNERS:</b> ALL property owners must sign. All <b>property owners</b> 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. <b>If in business name or corporation, list all persons owning 6% or more. Attach separate sheet if necessary.</b></p>
<p><b>APPLICANT CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input checked="" type="checkbox"/></span></p> <p>Name: <u>William 'Bill' Hawks</u> Company: <u>Wilcoxon Air, Inc</u></p> <p>E-mail: <u>billhawksll@gmail.com</u> Phone: <u>318-464-0448</u> Fax: _____</p> <p>Address: <u>1046 Hwy 174</u> City: <u>Belcher</u> State: <u>LA</u> Zip: <u>71004</u></p>	
<p><b>ARCHITECT CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span></p> <p>Name: _____ Company: _____</p> <p>E-mail: _____ Phone: _____ Fax: _____</p> <p>Address: _____ City: _____ State: _____ Zip: _____</p>	
<p><b>ENGINEER CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span></p> <p>Name: _____ Company: _____</p> <p>E-mail: _____ Phone: _____ Fax: _____</p> <p>Address: _____ City: _____ State: _____ Zip: _____</p>	
<p><b>CURRENT PROPERTY OWNER CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span></p> <p>Name: <u>William Hawks &amp; James Fuglie</u> Company: <u>Wilcoxon Air Inc</u></p> <p>E-mail: <u>wilcoxonair@aol.com</u> Phone: <u>318-925-2022</u> Fax: _____</p> <p>Address: <u>1165 Old Mansfield Rd</u> City: <u>Kentville</u> State: <u>LA</u> Zip: <u>71047</u></p> <p>Designee Contact Name: <u>William Bill Hawks</u> Email Address: <u>billhawksll@gmail.com</u> Phone Number: <u>318-464-0448</u></p>	
<p><b>PROPERTY OWNER, CHECK ONE OF THE FOLLOWING:</b></p> <p><input checked="" type="checkbox"/> I will represent the application myself; OR <input type="checkbox"/> 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.</p>	
<p><b>ACKNOWLEDGEMENT:</b></p> <p>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.</p>	
<p><u>[Signature]</u> Property Owner Signature</p>	<p><u>9-14-23</u> Date</p>
<p><u>[Signature]</u> Applicant Signature</p>	<p><u>9-14-23</u> Date</p>

**CC3825**

**NOTICE TO THE PUBLIC**

Notice is hereby given that the Caddo Parish Planning and Zoning Board will hold a public hearing on Wednesday, November 29, 2023 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. 23-32-P:** 11163 Old Mansfield Road. Application by Wilcoxon Air Inc for approval to rezone property located on the (southwest corner of Old Mansfield Road and Midyett Street), from (R-A Rural-Agricultural Zoning District to C-3 General Commercial Zoning District), being more particularly described as (LOT 1, MIDYETT SUBN. & Lot 2, Midyett Subn. 161431-1-2. & 0.3018 ACS. M/L- BEGINNING AT THE SW'LY COR. OF LOT 1, MIDYETT SUBN. PER MAP IN CB 800-347; BEING IN SEC. 31(16-14) THENCE RUN E'LY PARALLEL TO MIDYETT ST. 167.4 FT.; THENCE S'LY ALONG W'LY LINE OF LOT 2, 78.7 FT.; THENCE W'LY PARALLEL TO MIDYETT ST. 167.4 FT.; THENCE N'LY 78.7 FT. TO POB. Section 31 T16N R14W), Caddo Parish, Louisiana.

Alan Clarke, Executive Director  
Metropolitan Planning Commission

**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 OF EAST FLOURNOY LUCAS APPROXIMATELY 840 FEET WEST OF ELLERBE ROAD, CADDO PARISH, LA., FROM R-1-7 SINGLE FAMILY ZONING DISTRICT TO C-1 NEIGHBORHOOD COMMERCIAL 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 South of East Flournoy Lucas approximately 840 feet west of Ellerbe Road, Caddo Parish, LA, more particularly described below, be and the same is hereby amended **R-1-7 SINGLE FAMILY ZONING DISTRICT TO C-1 NEIGHBORHOOD COMMERCIAL ZONING DISTRICT:**

Lot 11 & East 33.48 Ft Of Lot 10, & West 29.74 Ft Of Lot 12, Blk 2, Forbing Factory subn. Section 8, T16N, R13W, 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

**23-33-P**  
**MOHR AND ASSOCIATES, INC.**

**CADDO PARISH PLANNING AND ZONING COMMISSION  
SUMMARY MINUTES OF THE PUBLIC HEARING NOVEMBER 29, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, November 29, 2023 at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. Members met in the MPC Conference room prior to the hearing for case manager presentations.

**Members Present**

Laura Neubert, Chairperson  
Jake Brown  
Constance L. Green  
Phyllis Hart  
Damon Humphrey, Sr.  
Lauren Marchive, III

**Staff Present**

Alan Clarke, Executive Director  
Stephen Jean, Deputy Director  
Kamrin Hooks, Executive Assistant/Planner 1  
Jomari Smith, Planner 1  
Emily Trant, Land Development Coordinator  
Adam Bailey, Community Planning & Design Manager

**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 Caddo Parish Planning And Zoning Commission are subject to appeal to the appropriate governing body, the Caddo Parish Commission. Appeals must be filed within 10 days from the date a decision is rendered by the Caddo Parish Planning and Zoning Commission.

**A motion was made by MR. MARCHIVE, III, seconded by MR. HUMPHREY, SR., to approve the minutes of the October 27, 2023 public hearing as submitted.**

**The motion was adopted by the following 6-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: NONE**

**PUBLIC HEARING**

**CASE NO. 23-33-P ZONING REQUEST**

Applicant:	MOHR AND ASSOCIATES, INC.
Owner	Progressive Pet Care, LLC
Location:	273 E FLOURNOY LUCAS RD (S side of E Flournoy Rd, approx. 830 ft W of Ellerbe Rd (LA-523)
Existing Zoning:	R-1-7, C-1
Request	Special Use Permit & Site Plan Approval
Proposed Use:	Animal Care Facility

**Representative &/or support:**

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

Craig stated that once this project started that is when his company realized that only half of the property was commercial property. No further discussion ensued.

*draft*

Opposition: None.

A motion was made by MR. MARCHIVE, III seconded by MR. HUMPHREY, SR. to recommend this application for approval.

The motion was adopted by the following 6-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: NONE

**END OF PUBLIC HEARING**

**OLD BUSINESS**

CLARKE informed the Board that it would be best to have the slate of officers selected by December so voting can happen on December 27, 2023, for the new officers to take place in January.

**NEW BUSINESS**

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

**CHAIR/BOARD MEMBER'S COMMENTS**

ADJOURN 4:40 p.m.

\_\_\_\_\_  
Laura Neubert, Chair

\_\_\_\_\_  
Phyllis Hart, Secretary

## STAFF REPORT – CITY OF SHREVEPORT

NOVEMBER 15, 2023

**AGENDA ITEM NUMBER: #**  
**MPC Staff Member:** Staci Matz  
**City Council District:** Choose an item.  
**Parish Commission District:** 10/Mario Chavez

**CASE NUMBER** 23-33-P: **ZONING REQUEST**  
**APPLICANT:** MOHR & ASSOCIATES  
**OWNER:** Progressive Pet Care, LLC  
**LOCATION:** 273 East Flounoy Lucas Road  
**EXISTING ZONING:** R-1-7 & C-1  
**REQUEST:** Rezone property from R-1-7 & C-1 to C-1  
**PROPOSED USE:** Animal Care Facility “Progressive Pet Care”

**DESCRIPTION:** The applicant is requesting approval to rezone the eastern 17,778 square feet of the lot to C-1 neighborhood commercial zoning to combine and construct an animal care facility on the two adjacent parcels directly to the west. All parcels are owned by Progressive Pet Care, LLC. This parcel is currently split zoned with the western side of the parcel zoned C-1 and the eastern portion of the parcel zoned R-1-7. The parcels to the north are zoned C-2, corridor commercial zoning and are part of a larger planned unit development (PUD). The parcels to the east of the site are zoned R-1-7, single-family residential. The parcels to the west of the site are zoned C-1, neighborhood commercial, as well as R-1-7, single-family residential. The parcels to the south of the site are zoned R-1-7, single-family residential.

There are no prior cases for this parcel.

Prior cases in the surrounding area listed:

- P-5-18 A rezoning request for an R-1-7 to C-2 for commercial multi-tenant strip center approved for alternate C-1 zoning.
- Special Exception Use BAP-6-87 for home business welding shop that was approved with stipulations.
- Special Exception Use BAP-5-99 for expanded home occupation that was approved by the ZBA.
- C-62-14 a rezoning request for an R-A to B-2 with MPC approval for a YMCA and grocery anchored shopping center or other uses permitted with in this zoning classification that was approved with stipulations.

Nearby neighborhoods include: Huckleberry Ridge, Suburban Acres, East Ridge and Wallace Lake Heights

**REMARKS:** The applicant is requesting approval to rezone the approximately 17,778 square feet of the mixed zoned parcel from R-1-7 to C-1, Neighborhood Commercial District. The intention of this rezoning is to allow the property to apply for a Special Use Permit to construct an animal care facility.

## STAFF REPORT – CITY OF SHREVEPORT

As stated in Article 4.3 of the Unified Development Code (UDC), C-1 is defined as "The C-1 Neighborhood Commercial District is intended to accommodate local non-residential uses that predominantly serve the needs of the nearby residential neighborhoods and are similar in character of the surrounding residential neighborhood. Residential dwelling units are allowed above the ground floor." The permitted by right uses in C-1 zoning district include Agriculture, Amusement Facility – Indoor, Animal Shelter – Operated by Public Authority, Art Gallery, Arts Studio, Automated Teller Machine – Standalone, Bus Transfer Station, Community Center, Community Garden, Cultural Facility, Day Care Center, Dwelling – Above the Ground Floor, Educational Facility - Primary or Secondary, Financial Institution, Financial Institution with Drive-Through, Food Truck and Trailer Vendor, Government Office, Lodge/Meeting Hall, Medical/Dental Office, Office, Personal Service Establishment, Place of Worship, Public Park, Public Safety Facility, Restaurant, Retail Goods Establishment, Soup Kitchen, Soup Kitchen - Accessory, Specialty Food Service, Wireless Telecommunications – Attachments to Existing Structures (Other than Towers), Wireless Telecommunications – Modifications (Eligible Facility), Temporary Farmers' Market, Temporary Outdoor Events, Temporary Sale of Non-Seasonal Merchandise and Temporary Seasonal Sales.

The property is located directly across the street from a large shopping plaza with Kroger as the anchor tenant. This shopping plaza has many retail stores, as well as a gas station. Approximately 235' to the Northeast of the parcel is a C-2 zoned parcel with an existing CVS pharmacy.

The Future Land Use Map's designation of the property is Low-Density Residential which is an indication of the intended character of the area. The proposed C-1 zoning classification uses are a slightly higher intensity. The large shopping plaza and retail area across the street does, however, make this placement in the area more aligned with the current uses.

Per UDC requirements, the applicant hosted a neighborhood participation (NPP) meeting on October 26, 2023, at 5:00pm. There were six (6) people in attendance, only 2 of those in attendance were outside of the project scope. One person was observing to get information on how to run a NPP meeting. The other person that showed up was in support of the project. There was no opposition to the project. The meeting adjourned at 5:20pm.

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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 an approval of the rezoning request from R-1-7, single-family residential to C-1, Neighborhood Commercial is warranted.**

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

- a. Deny the requested rezoning.**
- b. Approve a zoning district other than what is requested.**

## STAFF REPORT – CITY OF SHREVEPORT

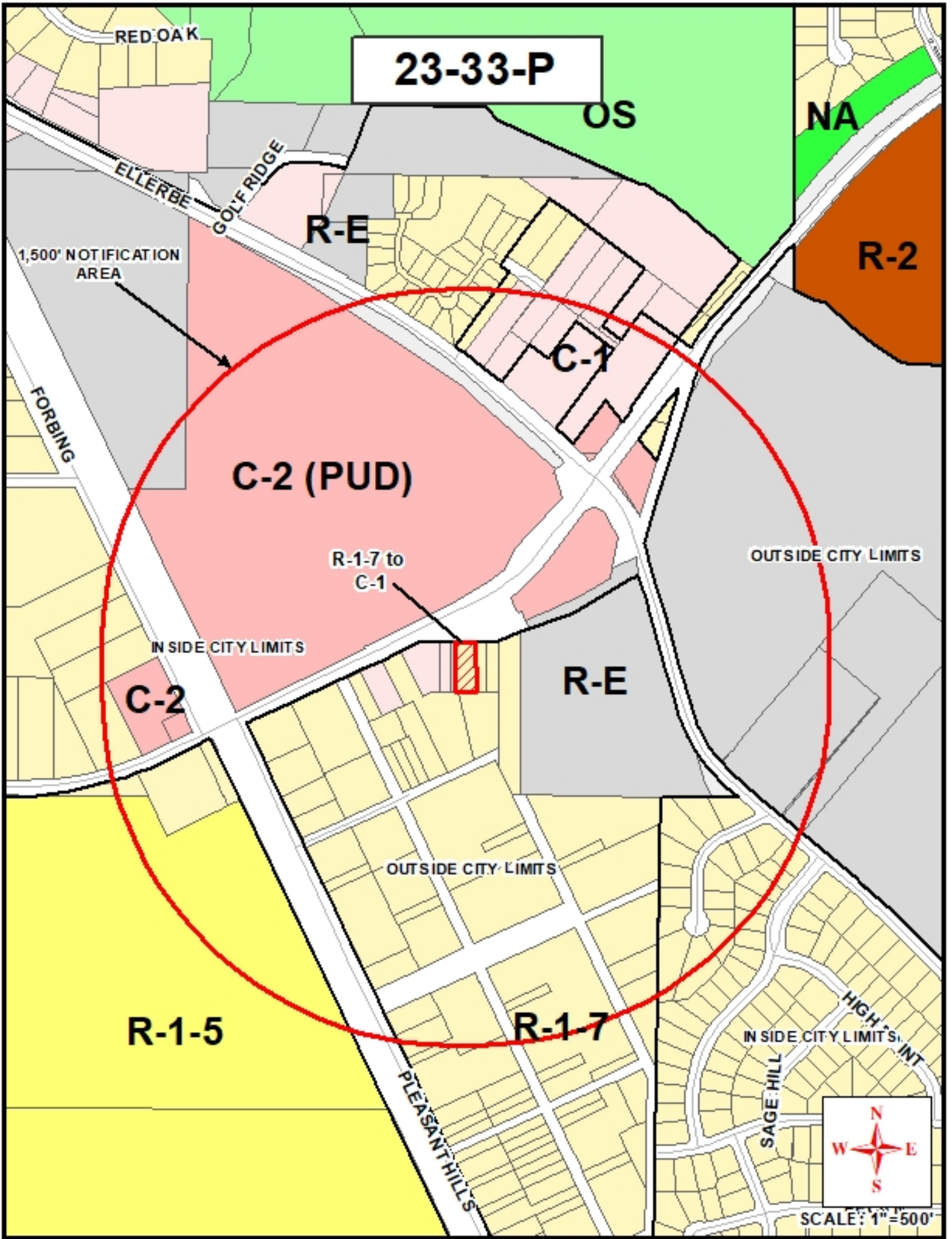
**PUBLIC ASSESSMENT:** 1 person spoke in support. No opposition was present.

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**MPC BOARD  
RECOMMENDATION:** The Board voted unanimously to recommend this application for approval.

---

23-33-P



RED OAK

OS

NA

R-E

R-2

1,500' NOTIFICATION AREA

C-1

C-2 (PUD)

OUTSIDE CITY LIMITS

R-1-7 to C-1

INSIDE CITY LIMITS

R-E

C-2

OUTSIDE CITY LIMITS

R-1-5

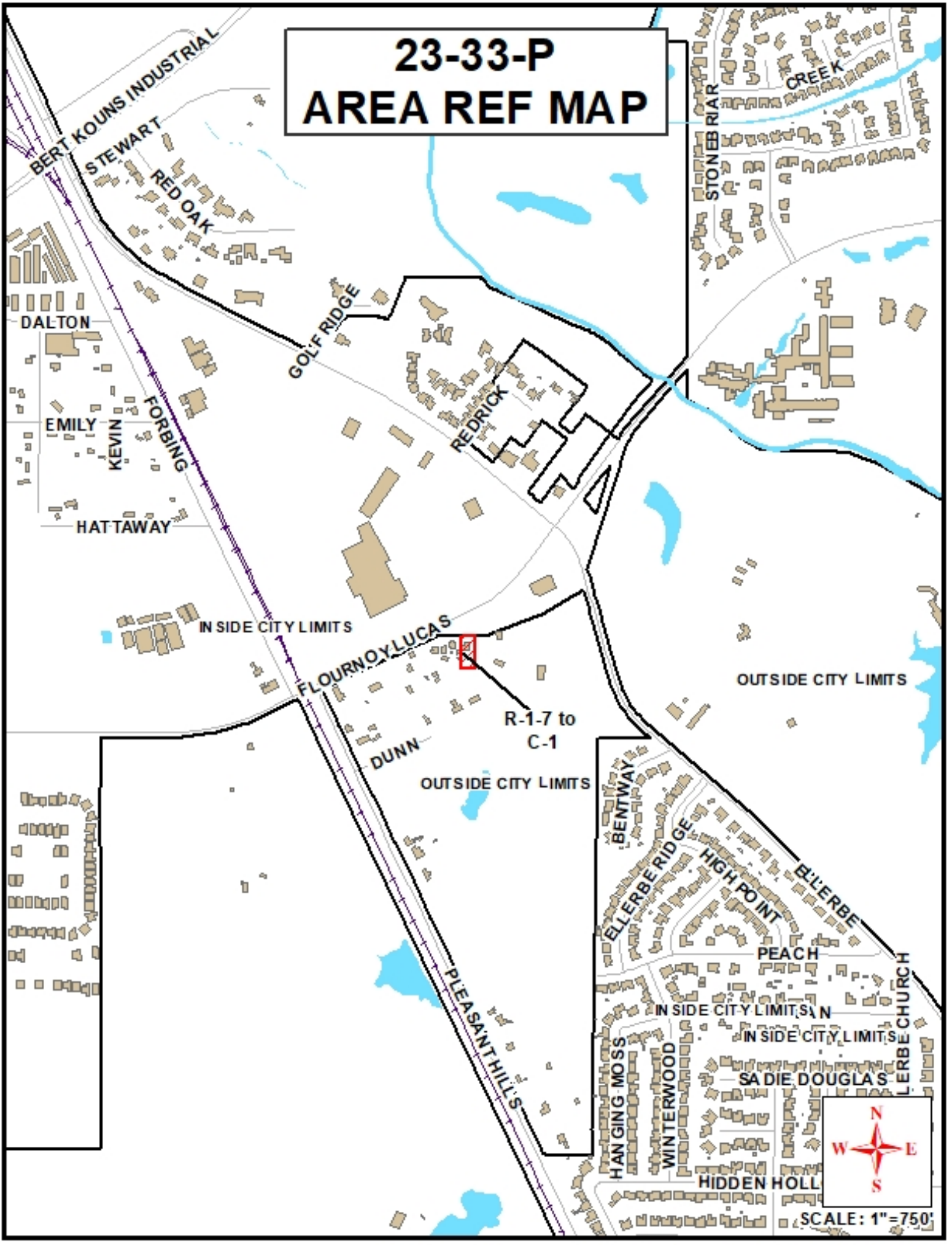
R-1-7

INSIDE CITY LIMITS



SCALE: 1" = 500'

# 23-33-P AREA REF MAP



IN SIDE CITY LIMITS

OUTSIDE CITY LIMITS

R-1-7 to  
C-1




















OUTSIDE CITY LIMITS

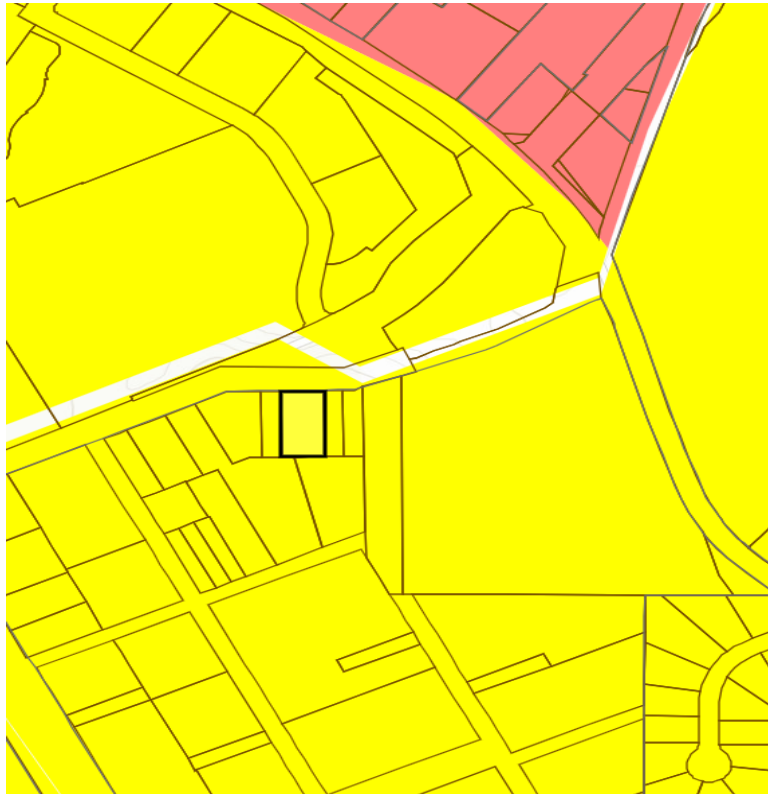


SCALE: 1" = 750'

# 23-185-C

## Future Land Use Map

 Rural Enterprise	 General Commercial	 Parks and Open Space	 Surface Water
 Residential Low	 Urban Village Mixed use	 Parks and Open Space (Potential New)	 Planning Area
 Residential Medium	 Major Mixed Use Center	 Institutional	 City of Shreveport
 Residential High	 Light Industrial/Business Park	 Transportation	 Streets
 Neighborhood Commercial	 Industrial		 Railroads



NPP MINUTES  
PROGRESSIVE PET CARE  
October 26, 2003

The meeting was held on site at the Flournoy-Lucas Road address and commenced at 5:07 PM.

Two representatives of the owner were present, one representative of the contractor was present and the engineer/surveyor was in attendance.

One neighbor showed up and was in support of the project.

One person was in attendance just to observe the process for a possible future project, so had no opinion about the referenced case.

The site plan, access and utility service were discussed as well as the need for the SUP for the proposed facility in the tract to be rezoned.

The meeting was adjourned at about 5:20 PM.





**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> Progressive Pet Care		<b>Associated Case:</b> Site Plan and Subdivision Plat approval will be requested	
<b>Project Address/Location:</b> 267, 269 and 273 East Flouroy Lucas Road			
<b>Current Zoning District:</b> C-1 and R-1-7	<b>Proposed Zoning District (if applicable):</b> C-1 w/SUP	<b>Parcel Number(s):</b> 161308-005-0047-00; 161308-005-00458-00; and 161308-005-0011-00	
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			
<i>(existing platted subdivision name, block and lot designation; if un-platted, provide a detailed metes and bounds description)</i>			
Lots 7-11 and West 2974 feet of Lot 12, Block 2, Forbing Factory Subdivision and half of adjacent abandoned right of way			
4. GENERAL LOCATION OF PROPERTY			
<i>(street address and/or frontage, and distance to cross street)</i>			
267, 269 and 273 East Flournoy-Luca Roa; 735 feet to Pleasant Hills Drive			
5. PROPOSED USE OF THE PROPERTY			
<input type="checkbox"/> Single-Family Residential <input type="checkbox"/> Multi-Family Residential <input type="checkbox"/> Mixed-Use <input type="checkbox"/> Townhouse Residential <input type="checkbox"/> Duplex Residential <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Industrial			
<i>Provide a brief explanation, attach additional sheets, if necessary</i>			
Veterinary Clinic			



**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): C-1 & R-1-7	Proposed Zoning District(s): C-1/SUP	Proposed Building Use(s): Veterinary Clinic	
If more than one district, provide the acreage of each:		Existing Building(s) sq. ft. gross:	
Special Purpose Overlay District (if applicable):		Proposed Building(s) sq. ft. gross:	3,995
Total Site Acres:	1.370	Total sq. ft. gross (existing & proposed):	3,995
Off-Street Parking Required:	14	Proposed height of building(s):	25'7" Number of stories: 1
Off-Street Parking Provided:	15	Ceiling height of First Floor:	9'6"
8. DIMENSIONAL STANDARDS			
Lot Area (square footage):	59,664	Lot Coverage (Total Area in square feet):	59.664
Lot Coverage Percentage of Total Lot Area:		100	
9. STORMWATER INFORMATION			
Existing Impervious Surface:	.3 acres/square-foot	Hazard Flood Area	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Proposed Impervious Surface:	.45 acres/square-foot	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



UDC Caddo Parish  
Revised August 21, 2020

**Land Development**  
505 Travis Street | Suite 440 | Shreveport, LA | 71101  
318-673-6480 | fax 318-673-6461

### UDC DEVELOPMENT APPLICATION

CONTACT INFORMATION	
<b>IMPORTANT NOTE ABOUT PROJECT CONTACT</b>	<p>If property owner designates an agent as the coordinator for the project, that person or their authorized agent will receive the agenda, recommendations, and site for UDC and will provide the case information to other parties as required. All contact for this project will be made through the applicant and agent.</p> <p><b>NAME, ADDRESS, AND SIGNATURE OF ALL PROPERTY OWNERS.</b> All property owners must sign this application. If 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 the applicant owns 5% or more, attach separate sheet if necessary.</p>
<b>APPLICANT CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span>	
Name: <u>Same as Engineer Contact listed below</u>	Company: _____
E-mail: _____	Phone: _____ Fax: _____
Address: _____	City: _____ State: _____ Zip: _____
<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 checked="" type="checkbox"/></span>	
Name: <u>J. Andrew Craig, PE, PLS</u>	Company: <u>Mohr and Associates, Inc.</u>
E-mail: <u>acraig@mohrandassoc.com</u>	Phone: <u>318.686.7190</u> Fax: _____
Address: <u>1324 North Heame Avenue #301</u>	City: <u>Shreveport</u> State: <u>LA</u> Zip: <u>71107-6529</u>
<b>CURRENT PROPERTY OWNER CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span>	
Name: <u>Julie Barnes &amp; Tara Barnes, Members</u>	Company: <u>Progressive Pet Care, LLC</u>
E-mail: _____	Phone: _____ Fax: _____
Address: <u>10007 Longmont Circle</u>	City: <u>Shreveport</u> State: <u>LA</u> Zip: <u>71106</u>
Designee Contact Name: <u>Julie Barnes &amp; Tara Barnes, Members</u>	Email Address: _____ Phone Number: _____
<b>PROPERTY OWNER, CHECK ONE OF THE FOLLOWING:</b>	
<p>_____ I will represent the application myself; OR <input checked="" type="checkbox"/> I hereby designate <u>Mohr and Associates, Inc.</u> (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.</p>	
<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>9.14.23</u> Date
 Applicant Signature	<u>9-13-23</u> Date

**CC3825**

**NOTICE TO THE PUBLIC**

Notice is hereby given that the Caddo Parish Planning and Zoning Board will hold a public hearing on Wednesday, November 29, 2023 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. 23-33-P:** 273 East Flournoy Lucas Road. Application by Mohr and Associates, Inc. for approval to rezone property located on the (South of East Flournoy Lucas approximately 840 ft west of Ellerbe Road), from (R-1-7 Single-Family Residential Zoning District to C-1 Neighborhood Commercial Zoning District), being more particularly described as (Lot 11 & East 33.48 Ft Of Lot 10, & West 29.74 Ft Of Lot 12, Blk 2, Forbing Factory subn. Section 8, T16N, R13W), Caddo Parish, Louisiana.

Alan Clarke, Executive Director  
Metropolitan Planning Commission

**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 EAST SIDE OF THE EAST KINGS HIGHWAY AND HANOVER DRIVE INTERSECTION, CADDO PARISH, LA., FROM R-E RESIDENTIAL ESTATE ZONING DISTRICT TO R-1-5 SINGLE-FAMILY RESIDENTIAL 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 east side of the East Kings Highway and Hanover Drive intersection, Caddo Parish, LA, more particularly described below, be and the same is hereby amended **R-E Residential Estate Zoning District to R-1-5 Single-Family Residential Zoning District:**

Commencing on the easterly right of way of the abandoned T & P Railroad at the Southwest corner of Lot 1, Sandy Bend Acres Subdivision as recorded in Book 150, Page 334, Conveyance Records of Caddo Parish, Louisiana, thence southeasterly and parallel with the easterly right of way line of East Kings Highway a distance of 805 feet to a set 1/2" iron pipe at an angle point in the boundary of Tract E, Partition of Casciola Estate, as recorded in Book 800, Page 39, Conveyance Records of Caddo Parish, Louisiana, being the Point of Beginning of the tract herein described; Thence South 12°40'13" East a distance of 71.22 feet to a chain link fence post at the northeast corner of that tract recorded in Instrument No. 1685607, Conveyance Records of Caddo Parish, Louisiana; Thence South 89°21'18" West a distance of 92.02 feet to a set nail in asphalt pavement on the east right of way line of said East Kings Highway, being the northwest corner of said tract; Thence North 12°40'13" West a distance of 52.80 feet along said east right of way line to a set 60d nail in top of a plastic culvert pipe at the southwest corner of Tract E, said Partition of Casciola Estate; Thence North 77°48'32" East (passing a set 1/2" iron pipe for reference at a distance of 10.00 feet) a total distance of 90.00 feet along the south line of said Tract E to the Point of Beginning. Said tract herein described containing 0.128 acre, more or less **CASE NO. 23-34-P:** 273 E Flournoy Lucas Road. Application by Mohr and Associates, Inc. for special use permit and site plan approval on the (S side of E Flournoy Rd, approx. 830 ft W of Ellerbe Rd (LA-523), in the (R-1-7 Single-Family Residential Zoning District, C-1 Neighborhood Commercial Zoning District) to allow (Animal Care Facility), being more particularly described (Lots 7 & 8, Blk. 2, Forbing Factory Subn; & Lot 9 & W 8.26 ft of Lot 10, Blk. 2, Forbing Factory Subn., & Lot 11 & E 33.48 ft of Lot 10, & W 29.74 ft of Lot 12, Blk 2, Forbing Factory Subn. Section 08, T16N, R13W), 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

**23-35-P**  
**JLor LLC**

*draft*

**CADDO PARISH PLANNING AND ZONING COMMISSION  
SUMMARY MINUTES OF THE PUBLIC HEARING NOVEMBER 29, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, November 29, 2023 at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. Members met in the MPC Conference room prior to the hearing for case manager presentations.

**Members Present**

Laura Neubert, Chairperson  
Jake Brown  
Constance L. Green  
Phyllis Hart  
Damon Humphrey, Sr.  
Lauren Marchive, III

**Staff Present**

Alan Clarke, Executive Director  
Stephen Jean, Deputy Director  
Kamrin Hooks, Executive Assistant/Planner 1  
Jomari Smith, Planner 1  
Emily Trant, Land Development Coordinator  
Adam Bailey, Community Planning & Design Manager

**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 Caddo Parish Planning And Zoning Commission are subject to appeal to the appropriate governing body, the Caddo Parish Commission. Appeals must be filed within 10 days from the date a decision is rendered by the Caddo Parish Planning and Zoning Commission.

**A motion was made by MR. MARCHIVE, III, seconded by MR. HUMPHREY, SR., to approve the minutes of the October 27, 2023 public hearing as submitted.**

**The motion was adopted by the following 6-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: NONE**

**PUBLIC HEARING**

**CASE NO. 23-35-P ZONING REQUEST**

Applicant: JLOR LLC  
Owner: JLOR LLC  
Location: 10501 E KINGS HWY (east side of the E Kings Hwy and Hanover Dr intersection)  
Existing Zoning: R-E, R-1-5  
Request: R-E to R-1-5  
Proposed Use: Neighborhood Commercial Establishment

**Representative &/or support:**

**John Lorick Ellerbe Road**

Warwick asked the Board if they had any questions. No further discussion ensued.

**Opposition: None**

*draft*

A motion was made by MR. MARCHIVE, III seconded by MR. HUMPHREY, SR. to recommend this application for approval.

The motion was adopted by the following 6-0 vote: Ayes: Messrs. BROWN, HUMPHREYS & MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: NONE

**END OF PUBLIC HEARING**

**OLD BUSINESS**

CLARKE informed the Board that it would be best to have the slate of officers selected by December so voting can happen on December 27, 2023, for the new officers to take place in January.

**NEW BUSINESS**

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

**CHAIR/BOARD MEMBER'S COMMENTS**

**ADJOURN 4:40 p.m.**

\_\_\_\_\_  
**Laura Neubert, Chair**

\_\_\_\_\_  
**Phyllis Hart, Secretary**



**CADDO PARISH PLANNING AND ZONING COMMISSION**

Office of the MPC | 505 Travis Street, Suite 440 | Shreveport, LA 71101 | 318-673-6480 | shreveportcaddompc.com

**STAFF REPORT**

**NOVEMBER 29, 2023**

**AGENDA ITEM NUMBER: 10**

**MPC Staff Member: Emily Trant**

**Parish Commission District: 8/Blake**

**CASE NUMBER 23-35-P: ZONING REQUEST**

**APPLICANT:** JLOR LLC  
**OWNER:** JLor LLC  
**LOCATION:** 10501 E Kings (east side of the E Kings Hwy and Hanover Dr intersection)  
**EXISTING ZONING:** R-E  
**REQUEST:** R-E to R-1-5  
**PROPOSED USE:** Neighborhood Commercial Establishment

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**DESCRIPTION:** The applicant is requesting to rezone approximately 5,725 square foot tract of land from R-E, Residential Estate District to R-1-5, Single-Family Residential. The property is surrounded by the R-E district to the north, east and south. The properties west of the site are zoned R-3, Multi-Family and R-1-5. There is an existing 545 sq ft building on site that the applicant would like to use for office space.

There is one previous case associated with this property: extended use approval of a beauty shop (P-12-91). Nearby relevant cases include approval to rezone from R-A, Rural Agriculture to R-1B, Single Family Residential; approval to rezone from R-A to B-2-A, Business Park District, for office and warehouse uses; and approval to rezone from R-A to R-3 for townhomes.

Nearby neighborhoods include: Agurs, Cherokee Park, Dixie Highway, Hearne Extension, Martin Luther King, North Highland.

---

**REMARKS:** As stated, the applicant is requesting to rezone the site to use it for an office. The existing non-residential building was approved in the 90s with an extended use approval. The Caddo Parish Unified Development Code does not have an application process for extended uses; however, an existing non-residential structure within certain residential districts can request special use permit approval of a Neighborhood Commercial Establishment. Neighborhood Commercial Establishments encompass uses such as an office, art studio, restaurant, personal service establishment, and retail goods establishment. The R-E zoning district does not provide a special use permit pathway for the Neighborhood Commercial Establishment; therefore, the applicant must request approval to change the base zoning district of the property.

The use of an office is permitted by right in the C-1, Neighborhood Commercial zoning district. If this zoning district were requested and approved, the applicant would not have to pursue further development applicants. Being sensitive to the future land use map designation of residential low in this area, the applicant understands that maintaining a residential zoning district is the most appropriate approach. The R-1-5 zoning district does not introduce any new uses that are not already permitted by right in the R-E zoning district.



**CADDO PARISH PLANNING AND ZONING COMMISSION**

Office of the MPC | 505 Travis Street, Suite 440 | Shreveport, LA 71101 | 318-673-6480 | shreveportcaddompc.com

**STAFF REPORT**

In terms of compatibility to surrounding uses, a request to rezone to another residential use has virtually zero impact. Evaluation of the specific use will be forthcoming if rezoning approval is granted and a subsequent special use permit is submitted. The purpose of requesting the R-1-5 district, as opposed to other single-family districts, is because the property meets the district bulk and area requirements. The R-E zoning district requires lots to be a minimum of 25,00 sq ft in area, so approval of the R-1-5 district would alleviate a non-conformity.

The applicant hosted a Neighborhood Participation Plan meeting on Monday, October 30<sup>th</sup> at 5:00PM. According to the applicant, no one attended the meeting.

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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 approval is warranted due to neighborhood compatibility and the Master Plan Future Land Use Map.

Alternatively, the Parish Planning and Zoning Commission may:

1. Recommend approval of an alternative district, such as the C-1 Zoning District.
2. Recommend denial.

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**PUBLIC ASSESSMENT:** 1 person spoke in support. No opposition was present.

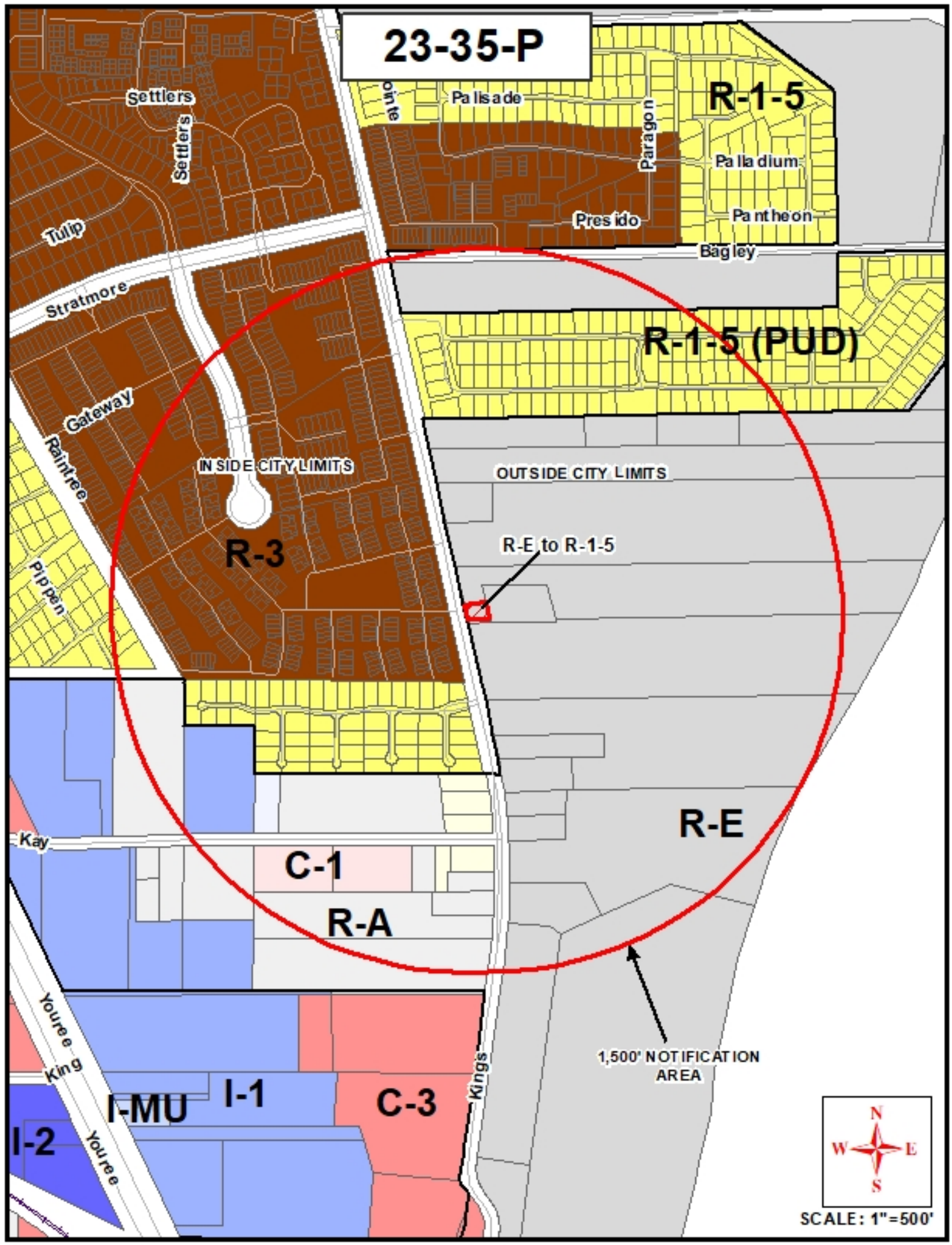
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**MPC BOARD**

**RECOMMENDATION:** The Board voted unanimously to recommend this application for approval.

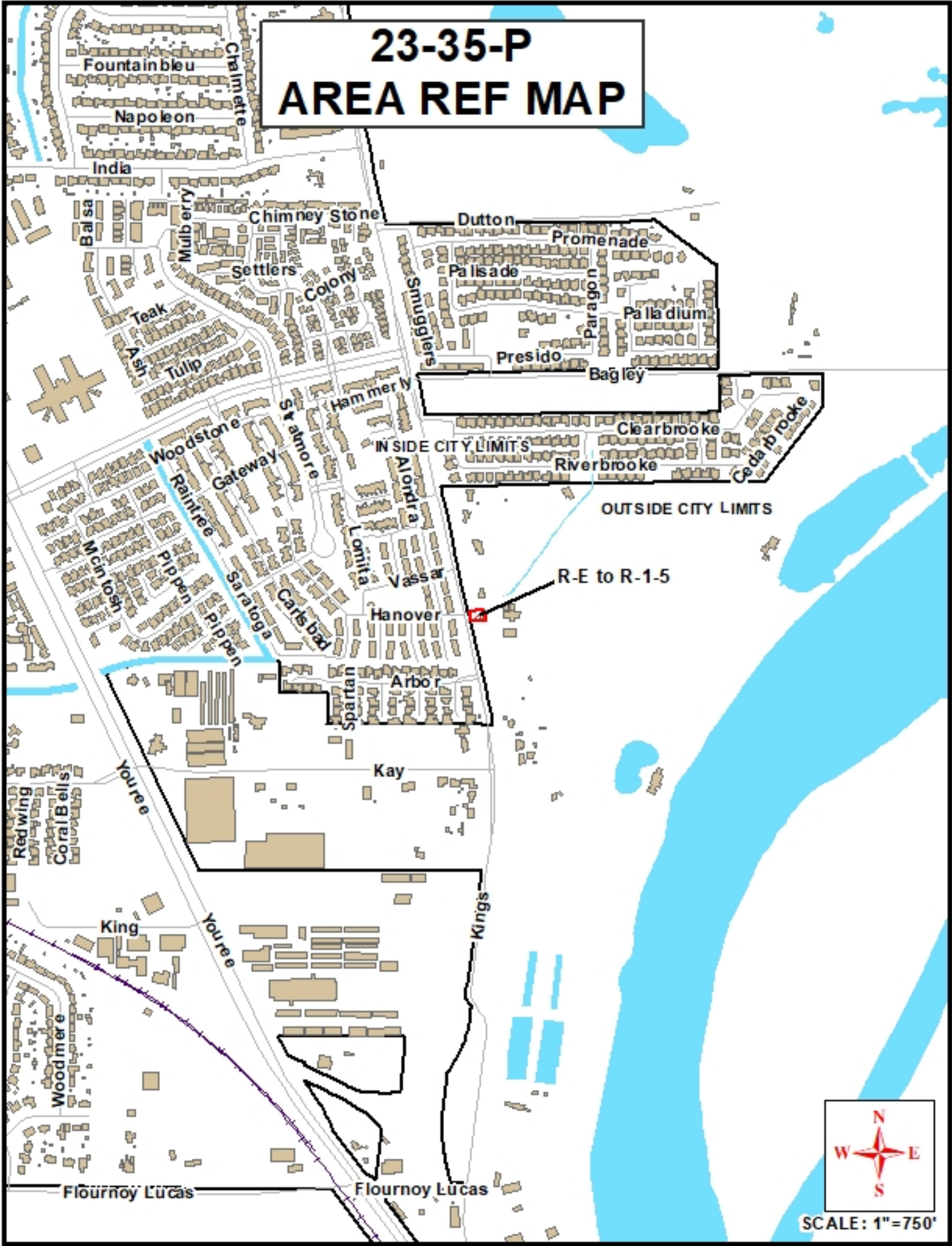
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# 23-35-P



SCALE: 1"=500'

# 23-35-P AREA REF MAP



SCALE: 1"=750'

NPP Neighborhood Meeting

Case: 23-35-P

October 13, 2023

Dear Neighbor,

I am proposing to rezone our property located at 10501 East Kings Hwy from R-1 with exception to C-1 for private office use.

The property has served as a beauty shop under the R-1 with exception zoning. The new zoning will allow me to use the property for my private personal office.

Because you are a nearby neighbor or otherwise interested in the neighborhood, I am inviting you to a meeting where you can learn more about what we propose, and present questions or concerns. Our application has to be heard by the Caddo Parish Planning and Zoning Commission and we are required to do this before our application is deemed complete.

The meeting will take place:

Date/Time: Monday, October 30, 2023 at 5:00 pm

Location: Onsite at 10501 East Kings Hwy, Shreveport, LA 71115

At the meeting I'll provide a sign-in sheet to obtain email addresses so that I can keep you updated if there are any changes to the project. If you are unable to attend and would like to receive info from the meeting or have any additional questions or comments, please feel free to contact me at 318-208-1584 or [jlorick@aol.com](mailto:jlorick@aol.com). I hope to see you at the meeting.

John M. Lorick

OWNER	STREET AD	CITY	STATE	ZIP	GEOGNO
Yeh, Mintz	170 Clear B	Shreveport La		71115	1.71E+14
Chism, Lula	200 Riverb	Shreveport La		71115	1.71E+14
Brown, Anr	9124 Belair	Richland Hi Tx		76182	1.61E+14
Reese, Dan	717 Moors	Windcrest Tx		78239-263	1.71E+14
Wu, Yan M	196 Riverb	Shreveport La		71115	1.71E+14
Brubaker, F	10711 E Kir	Shreveport La		71115-370	1.61E+14
Carrington,	10315 Lom	Shreveport La		71115-344	1.71E+14
Mvh Invest	1033 Dum	Shreveport La		71106	1.71E+14
Lpp Mortg	6000 Legac	Plano Tx		75023	1.71E+14
Thomas, N	10111 Salir	Shreveport La		71115	1.71E+14
Shreveport Po	Box 311	Shreveport La		71130	1.61E+14
Riverbrook Po	Box 175	Shreveport La		71161-017	1.71E+14
Brittian, Ro	162 Clearb	Shreveport La		71115	1.71E+14
Riverbrook Po	Box 175	Shreveport La		71161-017	1.71E+14
Cunninghai	152 Water	Shreveport La		71106	1.71E+14
Teach, Don	10503 E Kir	Shreveport La		71115-322	1.61E+14
Rutherford	10111 Los	Shreveport La		71115	1.71E+14
Cuneo, Har	120 Arbor I	Shreveport La		71115	1.61E+14
Gellers Rea	67 Monmo	Oceanport NJ		7757	1.71E+14
Attaway, Fi	10113 E Kir	Shreveport La		71115-322	1.61E+14
Shepard, E	10305 Lom	Shreveport La		71115-344	1.71E+14
Mokry, Tir	10101 E Kir	Shreveport La		71115-322	1.61E+14
Lawrence,	209 Riverb	Shreveport La		71115	1.71E+14
Moak, Rob	10319 Lom	Shreveport La		71115-344	1.71E+14
Attaway, Fi	10113 E Kir	Shreveport La		71115-322	1.61E+14
Green, Pau	10605 E Kir	Shreveport La		71115-323	1.61E+14
Easterling,	166 Clearb	Shreveport La		71115	1.71E+14
Kej Propert	10961 Sanc	Shreveport La		71106	1.71E+14
Ritchie, Jes	10113 Salir	Shreveport La		71115	1.71E+14
Hostas Sou	214 Lorrair	Montclair NJ		7043	1.71E+14
Hanson, Ke	10605 Mec	Shreveport La		71115	1.61E+14
Decharles,	205 Riverb	Shreveport La		71115	1.71E+14
Duong, Car	124 Arbor I	Shreveport La		71115	1.61E+14
Hawn Inve	412 Stanto	Bossier City LA		71111	1.71E+14
Matriano-L	10401 E Kir	Shreveport La		71115	1.71E+14
Svs River Ri	222 Hallett	Shreveport La		71115	1.71E+14
Goodwin, J	1508 East I	Shreveport La		71105	1.61E+14
River Oaks	205 Hanov	Shreveport La		71115-348	1.71E+14
Johnson, F	10609 Mec	Shreveport La		71115	1.61E+14
Lane, Tash	10320 Cort	Shreveport La		71115	1.71E+14
Rsl And Sor	9656 Norri	Shreveport La		71106	1.71E+14
Bella Sorell	152 Water	Shreveport La		71106	1.71E+14
Jenkins, Jo	171 Clear B	Shreveport La		71115	1.71E+14
Williams, C	113 Arbor I	Shreveport La		71115	1.61E+14
Davis, Jane	9834 High I	Shreveport La		71106	1.61E+14
Matriano-L	10401 E Kir	Shreveport La		71115	1.61E+14

Green, Pau 10605 E Kir Shreveport La	71115-323	1.61E+14
Strange, Jai 116 Arbor I Shreveport La	71115-474	1.61E+14
Greene Ha 405 Vauxh; Bossier City LA	71111	1.71E+14
Jones, Shar 175 Clearb; Shreveport La	71115	1.71E+14



UDC Caddo Parish  
Revised August 21, 2020

**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: _____
<b>1. PROPERTY INFORMATION</b>		
<b>Project Name:</b>	<b>Associated Case:</b>	
<b>Project Address/Location:</b> 10501 EAST Kings Hwy		
<b>Current Zoning District:</b> R-E	<b>Proposed Zoning District (if applicable):</b> R-1-S	<b>Parcel Number(s):</b> 161303003002700
<b>2. CASE TYPE</b>		
<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) Zoning Map Amendment and Site Plan	<input type="checkbox"/> Site Plan Modification
<input type="checkbox"/> Re-Plat		<input type="checkbox"/> Other: _____
<b>3. PARCEL DESCRIPTION</b>		
(existing platted subdivision name, block and lot designation; if un-platted, provide a detailed metes and bounds description)		
see attached		
<b>4. GENERAL LOCATION OF PROPERTY</b>		
(street address and/or frontage, and distance to cross street)		
10501 EAST Kings Hwy		
<b>5. PROPOSED USE OF THE PROPERTY</b>		
<input type="checkbox"/> Single-Family Residential <input type="checkbox"/> Multi-Family Residential <input type="checkbox"/> Mixed-Use <input type="checkbox"/> Townhouse Residential <input type="checkbox"/> Duplex Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial		
Provide a brief explanation, attach additional sheets, if necessary		
TO BE USED AS PERSONAL OFFICE		



UDC Caddo Parish  
Revised August 21, 2020

**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): <i>R-E</i> Proposed Zoning District(s): <i>R-1-S</i>		Proposed Building Use(s): <i>PERSONAL PRIVATE OFFICE</i>	
If more than one district, provide the acreage of each:		Existing Building(s) sq. ft. gross: <i>394 sq ft</i>	
Special Purpose Overlay District (if applicable):		Proposed Building(s) sq. ft. gross:	
Total Site Acres: <i>13.18414</i>		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): <i>5,743 sq ft</i>		Lot Coverage (Total Area in square feet): <i>5,743 sq ft</i>	
Lot Coverage Percentage of Total Lot Area:			
9. STORMWATER INFORMATION			
Existing Impervious Surface:	acres/square feet	Hazard Flood Area	<input type="checkbox"/> Yes <input type="checkbox"/> No
Proposed Impervious Surface:	acres/square feet	Red River	<input type="checkbox"/> Yes <input type="checkbox"/> No
Cross Lake Watershed	<input type="checkbox"/> Yes <input type="checkbox"/> No	Wetlands	<input type="checkbox"/> Yes <input 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>	<p>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></p> <p><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></p>
<p><b>APPLICANT CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span></p> <p>Name: <u>JOHN M LONICK</u> Company: <u>JLOR LLC</u></p> <p>E-mail: <u>JLonick@ACL.com</u> Phone: <u>318 208-1584</u> Fax: _____</p> <p>Address: <u>10555 EIERBE RD</u> City: <u>Spout</u> State: <u>LA</u> Zip: <u>71106</u></p>	
<p><b>ARCHITECT CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span></p> <p>Name: _____ Company: _____</p> <p>E-mail: _____ Phone: _____ Fax: _____</p> <p>Address: _____ City: _____ State: _____ Zip: _____</p>	
<p><b>ENGINEER CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span></p> <p>Name: _____ Company: _____</p> <p>E-mail: _____ Phone: _____ Fax: _____</p> <p>Address: _____ City: _____ State: _____ Zip: _____</p>	
<p><b>CURRENT PROPERTY OWNER CONTACT INFORMATION:</b> <span style="float: right;">Check if Primary Contact <input type="checkbox"/></span></p> <p>Name: <u>John M Lonick</u> Company: <u>JLOR LLC</u></p> <p>E-mail: <u>JLonick@ACL.com</u> Phone: <u>318 208-1584</u> Fax: _____</p> <p>Address: <u>10555 EIERBE RD</u> City: <u>Spout</u> State: <u>LA</u> Zip: <u>71106</u></p> <p>Designee Contact Name: <u>John M Lonick</u> Email Address: <u>JLonick@ACL.com</u> Phone Number: <u>318 208-1584</u></p>	
<p><b>PROPERTY OWNER, CHECK ONE OF THE FOLLOWING:</b></p> <p><input checked="" type="checkbox"/> I will represent the application myself; OR <input type="checkbox"/> 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.</p>	
<p><b>ACKNOWLEDGEMENT:</b></p> <p>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.</p> <p style="font-size: 2em; margin-left: 20px;"> </p> <p> <span style="margin-right: 150px;"> <u>John M Lonick</u> Property Owner Signature         </span> <span style="margin-right: 150px;"> <u>10-11-23</u> Date         </span> <span style="margin-right: 150px;"> </span> <span> <u>10-11-23</u> Date         </span> </p>	

**CC3825**

**NOTICE TO THE PUBLIC**

Notice is hereby given that the Caddo Parish Planning and Zoning Board will hold a public hearing on Wednesday, November 29, 2023 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. 23-35-P:** 10501 East Kings Highway, Application by Jlor LLC for approval to rezone property located on the (east side of the E Kings Hwy and Hanover Dr intersection), from (R-E Residential Estate Zoning District to R-1-5 Single-Family Residential Zoning District), being more particularly described as (A tract of land located in Section 3, Township 16 North, Range 13 West, Caddo Parish, Louisiana, consisting of a northerly portion of that abandoned 90 foot wide T & P Railroad Right of Way, lying South of and adjacent to Tract E, Partition of Casciola Estate, as recorded in Book 800, Page 39, Conveyance Records of Caddo Parish, Louisiana, also lying east of and adjacent to East Kings Highway (formerly Shreveport-Lucas Rd. and also Harts Island Rd.), and being more particularly described as follows: Commencing on the easterly right of way of the abandoned T & P Railroad at the Southwest corner of Lot 1, Sandy Bend Acres Subdivision as recorded in Book 150, Page 334, Conveyance Records of Caddo Parish, Louisiana, thence southeasterly and parallel with the easterly right of way line of East Kings Highway a distance of 805 feet to a set 1/2" iron pipe at an angle point in the boundary of Tract E, Partition of Casciola Estate, as recorded in Book 800, Page 39, Conveyance Records of Caddo Parish, Louisiana, being the Point of Beginning of the tract herein described; Thence South 12°40'13" East a distance of 71.22 feet to a chain link fence post at the northeast corner of that tract recorded in Instrument No. 1685607, Conveyance Records of Caddo Parish, Louisiana; Thence South 89°21'18" West a distance of 92.02 feet to a set nail in asphalt pavement on the east right of way line of said East Kings Highway, being the northwest corner of said tract; Thence North 12°40'13" West a distance of 52.80 feet along said east right of way line to a set 60d nail in top of a plastic culvert pipe at the southwest corner of Tract E, said Partition of Casciola Estate; Thence North 77°48'32" East (passing a set 1/2" iron pipe for reference at a distance of 10.00 feet) a total distance of 90.00 feet along the south line of said Tract E to the Point of Beginning. Said tract herein described containing 0.128 acre, more or less

Alan Clarke, Executive Director  
Metropolitan Planning Commission

**ORDINANCE NO. 6410 OF 2024**

BY THE CADDO PARISH COMMISSION:

**AN ORDINANCE AMENDING THE 2023 BUDGET TO AMEND THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE HEAD START FUND AND TO OTHERWISE PROVIDE WITH RESPECT THERETO**

WHEREAS, Head Start programs promote the school readiness of infants, toddlers, and preschool-aged children from low-income families; and

WHEREAS, the Head Start program is funded through a federal grant from the United States Department of Health and Human Services (HHS); and

WHEREAS, the Head Start program received an additional award from HHS; and

WHEREAS, it is necessary to amend the budget for revenues and expenditures for the Head Start Fund to appropriate these funds; 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 Head Start Fund for the year 2023 as follows:

	<u>Budget Increase (Decrease)</u>
<b>Head Start Fund:</b>	
Revenue:	
Head Start Grant	\$3,000,000
Head Start Program	\$3,000,000

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**

<b>TITLE</b>	
ORDINANCE AMENDING THE 2023 BUDGET TO AMEND THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE HEAD START FUND  (Ordinance No. 6410 of 2024)	
<b>ORIGINATING DEPARTMENT:</b> Finance	
<b>BACKGROUND INFORMATION:</b> Amending the budget of Estimated Revenues and Expenditures for the Head Start Fund to appropriate the increased funds from HHS.	
<b>KEY STAFF CONTACT:</b> Hayley Barnett	
<b>AUTHORIZATION</b>	
Department Head	<u>Hayley B. Barnett</u> Date <u>12/11/2023</u>
Legal	_____ Date _____
Parish Administrator	_____ Date _____

**ORDINANCE NO. 6411 OF 2024**

BY THE CADDO PARISH COMMISSION:

**AN ORDINANCE AMENDING THE 2023 BUDGET TO AMEND THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE HOUSING CHOICE VOUCHER PROGRAM FUND AND TO OTHERWISE PROVIDE WITH RESPECT THERETO**

WHEREAS, the Parish of Caddo has been the recipient of the Section 8 grant (Housing Voucher Program) from the Department of Housing and Urban Development (HUD) since the 1970s; and

WHEREAS, Section 8 funds the Housing Voucher Program that the federal program has for assisting very low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market; and

WHEREAS, the Parish received additional funding for the Housing Voucher Program in 2023 due to the performance of the program in 2022; and

WHEREAS, it is necessary to amend a budget for revenues and expenditures for the Housing Voucher Program Fund; 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 Housing Voucher Program Fund for the year 2023 as follows:

	<u>Budget Increase (Decrease)</u>
<b>Housing Voucher Program Fund:</b>	
Revenue:	
Section 8 Grant Revenue	\$75,000
Section 8 Grant Expenses	\$75,000

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**

<b>TITLE</b>	
ORDINANCE AMENDING THE 2023 BUDGET TO AMEND THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE HOUSING VOUCHER PROGRAM FUND  (Ordinance No. 6411 of 2024)	
<b>ORIGINATING DEPARTMENT: Finance</b>	
<b>BACKGROUND INFORMATION:</b> Amending the budget of Estimated Revenues and Expenditures for the Housing Voucher Program Fund to appropriate the increased funds from HUD.	
<b>KEY STAFF CONTACT:</b> Hayley Barnett	
<b>AUTHORIZATION</b>	
Department Head	<u>Hayley B. Barnett</u> Date <u>12/11/23</u>
Legal	_____ Date _____
Parish Administrator	_____ Date _____

**ORDINANCE NO. 6413 OF 2024**

BY THE CADDO PARISH COMMISSION:

**AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES TO APPROPRIATE FUNDS FOR A CADDO COMMUNITY LIGHTHOUSE PILOT PROJECT AND TO OTHERWISE PROVIDE WITH RESPECT THERETO**

WHEREAS, in 2021 Caddo Parish experienced a winter weather freeze where Caddo residents lost access to drinking water and electricity; and

WHEREAS, without water and electricity conditions quickly deteriorated for our senior citizens; and

WHEREAS, the Community Lighthouse Project is a strategy to establish a network of 20 neighborhood-led resiliency hubs at congregations and non-profit institutions throughout Caddo Parish with commercial-scale solar power and backup battery capacity and an emergency water supply; and

WHEREAS, the North Louisiana Interfaith is seeking support to develop Community Lighthouses at Morning Star Baptist Church and The Highland Center as part of the pilot phase; and

WHEREAS, the funding for both Lighthouses was appropriated with Ordinance 6317 of 2023; and

WHEREAS, the funding source for The Highland Center location was originally funded through American Rescue Plan Act (ARPA) by reducing the Green Infrastructure Project; and

WHEREAS, the Lighthouse Project did not meet eligibility requirements of ARPA and therefore funding will be reallocated to Green Infrastructure: and

WHEREAS, it is necessary to change the original funding source from ARPA to the Oil and Gas Fund; 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 ARPA Fund for the year 2024 is hereby amended as follows:

	<u>Budget Increase (Decrease)</u>
<b><u>Oil and Gas Fund</u></b>	
Expenditures:	
Community Lighthouse Pilot Project	\$250,000
<b><u>ARPA Fund</u></b>	
Expenditures:	
Community Lighthouse Pilot Project	(\$250,000)
Green Infrastructure	\$250,000

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**

AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES TO APPROPRIATE FUNDS FOR A CADDO COMMUNITY LIGHTHOUSE PILOT PROJECT

**(Ordinance No. 6413 of 2024)**

**ORIGINATING DEPARTMENT: Commissioners: John Paul Young and Roy Burrell**

**BACKGROUND INFORMATION:** Amending the budget of Estimated Revenues and Expenditures for the Oil and Gas and ARPA Fund to appropriate \$250,000 for a Caddo Community Lighthouse Pilot Project.

The Highland Center Lighthouse is ineligible under ARPA. Therefore, this ordinance appropriates the expenditures out of Oil and Gas and not ARPA.

This also returns funds to the Green Infrastructure project that was reduced for the Lighthouse Project.

**KEY STAFF CONTACT:** Hayley Barnett

**AUTHORIZATION**

Department Head

Hayley B Barnett

Date 12/11/2023

Legal

\_\_\_\_\_

Date \_\_\_\_\_

Parish Administrator

\_\_\_\_\_

Date \_\_\_\_\_



**ORDINANCE NO. 6414 OF 2024**

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE DECLARING THE INTENT OF THE PARISH UNDER LA.R.S. 47:2236 TO ACQUIRE FULL OWNERSHIP INTEREST IN A PARCEL OF PROPERTY IDENTIFIED BY CADDO PARISH TAX ASSESSOR'S GEOGRAPHIC NUMBER 181437-036-0005-00 AND DESCRIBED AS LOT 5, J. B. PICKETT SUBDIVISION, TAL 14, SHREVEPORT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

**WHEREAS**, Mr. Olanza Sanders has applied under Section 19-31 of the Code of Ordinances to acquire a certain property adjudicated to the Parish for unpaid property taxes;

**WHEREAS**, Mr. Olanza Sanders has met the requirements to acquire the property with a municipal address of 1024 Baker Street based on his application;

**WHEREAS**, this property is adjudicated to the Parish for unpaid 2006 property taxes;

**WHEREAS**, under the Caddo Reinvest program the Parish is required to take full ownership interest in this property prior to transferring it to Mr. Orlando Sanders;

**WHEREAS**, taking full ownership interest under La. R.S. 47:2236 requires the Parish to duly adopt and record an ordinance declaring the Parish's intent to acquire full ownership of the subject property;

**NOW, THEREFORE, BE IT ORDAINED**, by the Caddo Parish Commission in due, legal, and regular session convened, that pursuant to La R.S. 47:2236, it does declare its intent to acquire full ownership interest in the following described property:

- a) Lot 5, J. B. Pickett Subdivision, TAL 14, Shreveport (Geo. No. 181437-036-0005-00)

**BE IT FURTHER ORDAINED**, that the Parish Administrator, or her designee is directed to comply with the requirements of La R.S. 47:2236, including but not limited to recordation of this ordinance, giving of notice in accordance with the statutes, filing of the notice, and filing of the affidavit in accordance with the statutes.

**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.

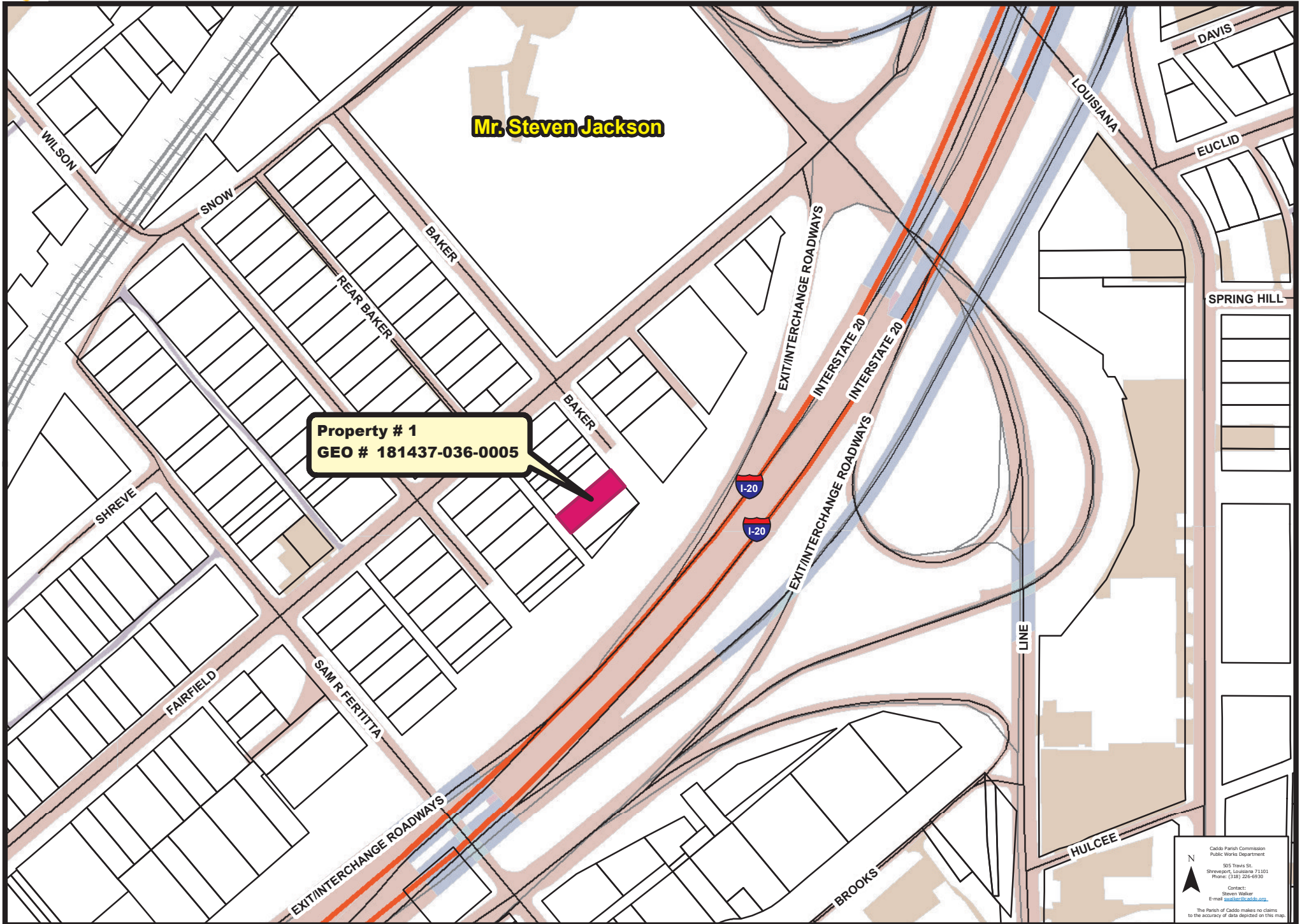
**BE IT FURTHER ORDAINED**, that this ordinance shall take effect upon adoption.

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

**Approved as to legal form:**

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

  
\_\_\_\_\_  
Date



**Mr. Steven Jackson**

**Property # 1  
GEO # 181437-036-0005**



**ORDINANCE NO. 6415 OF 2024**

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE DECLARING THE INTENT OF THE PARISH UNDER LA.R.S. 47:2236 TO ACQUIRE FULL OWNERSHIP INTEREST IN A PARCEL OF PROPERTY IDENTIFIED BY CADDO PARISH TAX ASSESSOR'S GEOGRAPHIC NUMBER 181430-001-0154-00 AND DESCRIBED AS LOTS 154, 115, & 156. AND ONE HALF ADJACENT ABANDONED ALLEY, LAKEVIEW SUBDIVISION, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

**WHEREAS**, Caddo Parish Fire Protection District One has made a request for the Parish of Caddo to acquire a certain property that is adjudicated to the Parish for unpaid property taxes;

**WHEREAS**, this property is adjudicated to the Parish for unpaid 2015 property taxes;

**WHEREAS**, taking full ownership interest under La. R.S. 47:2236 requires the Parish to duly adopt and record an ordinance declaring the Parish's intent to acquire full ownership of the subject property;

**NOW, THEREFORE, BE IT ORDAINED**, by the Caddo Parish Commission in due, legal, and regular session convened, that pursuant to La R.S. 47:2236, it does declare its intent to acquire full ownership interest in the following described property:

- a) Lots 154, 155, & 156, and One-Half (1/2) the adjacent abandoned alley, Lakeview Subdivision, (Geo. No. 181430-001-0154-00)

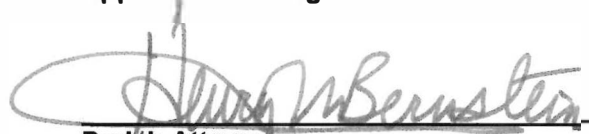
**BE IT FURTHER ORDAINED**, that the Parish Administrator, or her designee is directed to comply with the requirements of La R.S. 47:2236, including but not limited to recordation of this ordinance, giving of notice in accordance with the statutes, filing of the notice, and filing of the affidavit in accordance with the statutes.

**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.

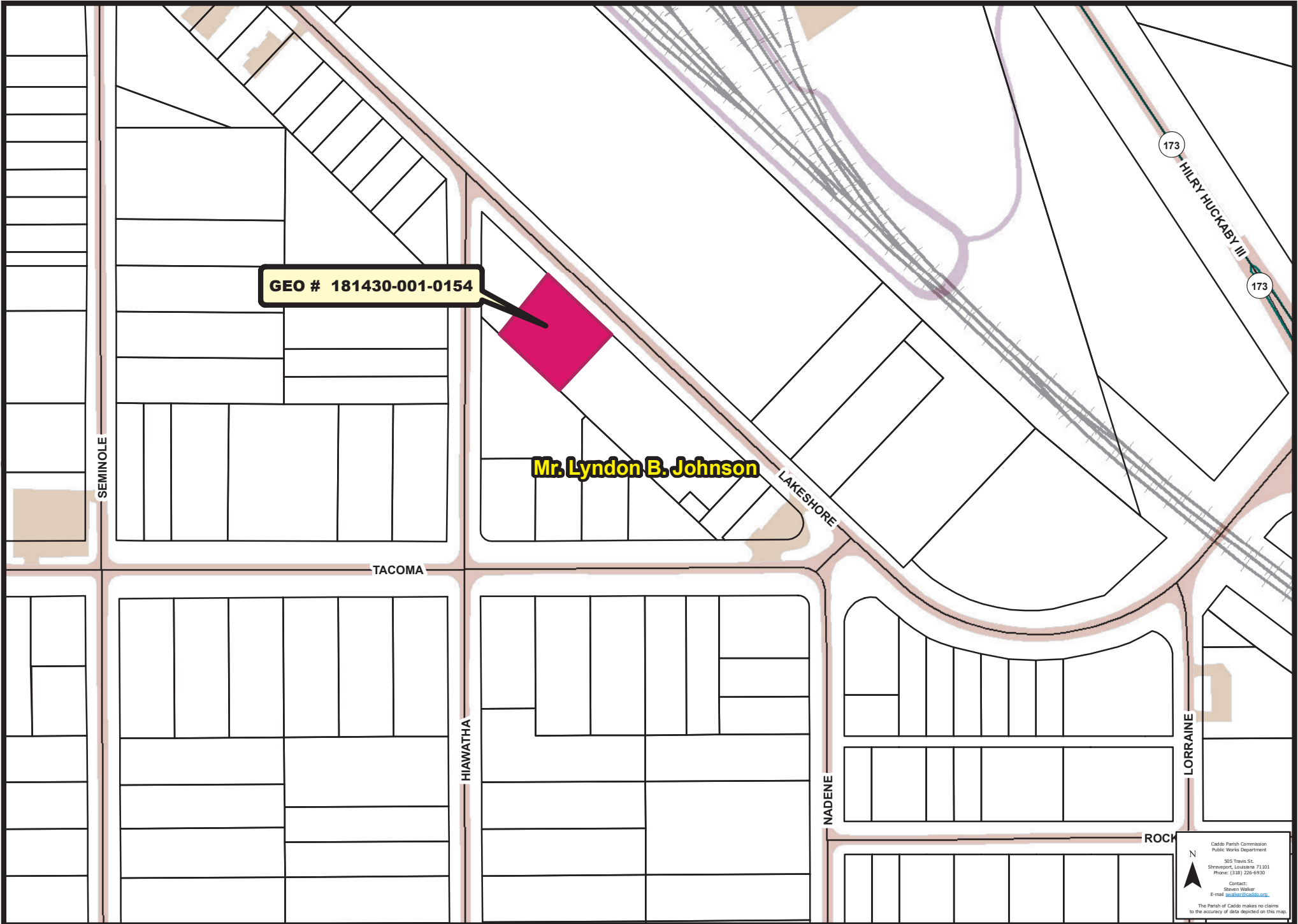
**BE IT FURTHER ORDAINED**, that this ordinance shall take effect upon adoption.

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

**Approved as to legal form:**

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

  
\_\_\_\_\_  
Date



GEO # 181430-001-0154

Mr. Lyndon B. Johnson

Caddo Parish Commission  
 Public Works Department  
 505 Travis St.  
 Shreveport, Louisiana 71101  
 Phone: (318) 226-6930  
 Contact:  
 Steven Walker  
 E-mail: [swalker@caddo.gov](mailto:swalker@caddo.gov)  
 The Parish of Caddo makes no claims  
 to the accuracy of data depicted on this map.

**ORDINANCE AND RESOLUTION FACT SHEET  
CADDO PARISH COMMISSION**

<b>TITLE</b>		
<p>Ordinance <u>6416</u> of 2024</p> <p align="center">AN ORDINANCE DECLARING THE INTENT OF THE PARISH UNDER LA. R.S. 47:2236 TO ACQUIRE FULL OWNERSHIP INTEREST IN A PARCEL OF PROPERTY IDENTIFIED BY CADDO PARISH TAX ASSESSOR'S GEOGRAPHIC NUMBER 201625-001-0014-00 AND DESCRIBED AS AC LOT 3 OF MOORINGSPO RT LESS THAT PART NORTH AND WEST OF KCS&amp;G RAILROAD RIGHT-OF-WAY AND THAT PART OF TRACT LYING SOUTH AND EAST OF RIGHT-OF-WAY DESCRIBED AS: BEGIN 52 FEET EAST OF NORTHWEST CORNER OF SD LOT 3; THENCE EASTERLY ALONG NORTH LINE OF SD LOT 42; THENCE SOUTHERLY AT RIGHT ANGLE 91 FEET; THENCE WESTERLY AT RIGHT ANGLE 42 FEET; THENCE NORTHERLY AT RIGHT ANGLE 91 FEET TO POINT OF BEGINNING; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO</p>		
<b>DATE</b> 11/30/2023	<b>ORIGINATING DEPARTMENT:</b> Public Works	
<b>BACKGROUND INFORMATION</b>		
<p>The Parish has received a request from Mr. Doug Dominick, representing the Village of Mooringsport to acquire a certain vacant lot adjacent to their property along East Croom Street. The process requires the Parish to acquire full ownership, and this ordinance is the first step under state law for the Parish to do so. Once the property is acquired by the Parish, the Village of Mooringsport is requesting the Parish to donate the property to them.</p>		
<p>The Parish will receive reimbursement for all costs associated with title, notice, and recording fees.</p>		
<b>EFFECT(S) OF PROPOSED ACTION</b>		
<p>Remove property from the adjudicated tax roll and return back to the economic stream of commerce.</p>		
<b>ALTERNATIVES/STAFF RECOMMENDATION</b>		
<p>Were the Commission not to adopt this ordinance an opportunity would be lost to place the property back in the economic stream of commerce. It is therefore the recommendation of the Public Works Department that the ordinance be adopted as presented.</p>		
<b>KEY STAFF CONTACT</b>		
<p>William M. Talton</p>		
<b>COORDINATION</b>		
Department Head	(Initial)	
Parish Administrator/CEO	(Initial)	
<b>ADJUDICATED PROPERTY APPLICANTS</b>		
Property Number	Acquired Party	District Number
201625-001-0014-00	Village of Mooringsport	1

ORDINANCE NO. \_\_\_\_\_ OF 2023

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE DECLARING THE INTENT OF THE PARISH UNDER LA.R.S. 47:2236 TO ACQUIRE FULL OWNERSHIP INTEREST IN A PARCEL OF PROPERTY IDENTIFIED BY CADDO PARISH TAX ASSESSOR'S GEOGRAPHIC NUMBER 201625-001-0014-00 AND DESCRIBED AS AC LOT 3 OF MOORINGSPOORT LESS THAT PART NORTH AND WEST OF KCS&G RAILROAD RIGHT-OF-WAY AND THAT PART OF TRACT LYING SOUTH AND EAST OF RIGHT-OF-WAY DESCRIBED AS: BEGIN 52 FEET EAST OF NORTHWEST CORNER OF SD LOT 3; THENCE EASTERLY ALONG NORTH LINE OF SD LOT 42; THENCE SOUTHERLY AT RIGHT ANGLE 91 FEET; THENCE WESTERLY AT RIGHT ANGLE 42 FEET; THENCE NORTHERLY AT RIGHT ANGLE 91 FEET TO POINT OF BEGINNING; AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

**WHEREAS**, Village of Mooringsport has made a request for the Parish of Caddo to acquire a certain property that is adjudicated to the Parish for unpaid property taxes;

**WHEREAS**, this property is adjudicated to the Parish for unpaid 2000 property taxes;

**WHEREAS**, taking full ownership interest under La. R.S. 47:2236 requires the Parish to duly adopt and record an ordinance declaring the Parish's intent to acquire full ownership of the subject property;

**NOW, THEREFORE, BE IT ORDAINED**, by the Caddo Parish Commission in due, legal, and regular session convened, that pursuant to La R.S. 47:2236, it does declare its intent to acquire full ownership interest in the following described property:

- a) A tract of land described as AC Lot 3 of Mooringsport less that part North and West of KCS&G Railroad right-of-way and that part of tract lying South and East of right-of-way described as: Begin 52 feet East of Northwest corner of SD Lot 3; thence Easterly along North line of SD Lot 42; thence Southerly at right angle 91 feet; thence Westerly at right angle 42 feet; thence Northerly at right angle 91 feet to Point of Beginning. (Geo. No. 201625-001-0014-00)


**BE IT FURTHER ORDAINED**, that the Parish Administrator, or her designee is directed to comply with the requirements of La R.S. 47:2236, including but not limited to recordation of this ordinance, giving of notice in accordance with the statutes, filing of the notice, and filing of the affidavit in accordance with the statutes.

**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.

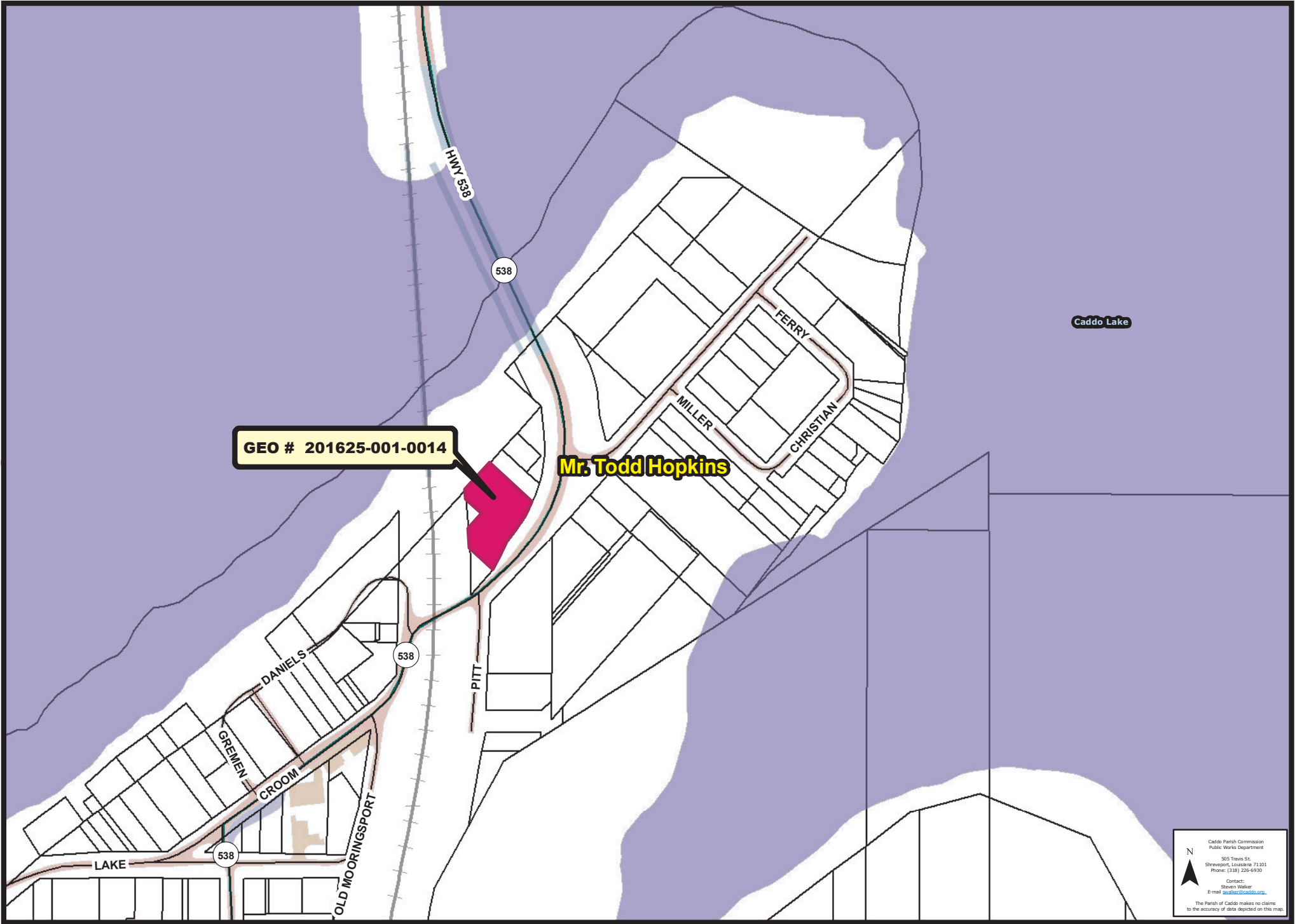
**BE IT FURTHER ORDAINED**, that this ordinance shall take effect upon adoption.

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

Approved as to legal form:

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

  
\_\_\_\_\_  
Date



Caddo Parish Commission  
Public Works Department  
525 Travis St.  
Shreveport, Louisiana 71101  
Phone: (318) 226-6930  
Contact:  
Steven Walker  
E-mail: [swalker@caddo.gov](mailto:swalker@caddo.gov)  
The Parish of Caddo makes no claims  
to the accuracy of data depicted on this map.

MINUTES OF THE WORK SESSION  
OF THE CADDO PARISH COMMISSION  
HELD ON THE 3rd DAY OF JANUARY, 2024

The Caddo Parish Commission met in a Work Session, on the above date, at 10:00 a.m., in the Government Chambers, with Mr. Burrell, presiding, and the following members in attendance constituting a quorum: Commissioners Atkins, Burrell, Chavez, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, and Young (11). ABSENT: Commissioner Blake (1).

Mr. Epperson gave the invocation, and Mr. Young led the Commission in the Pledge of Allegiance.

**AGENDA ADDITIONS**

It was moved by **Mr. Young**, seconded by Mr. Jackson, *to expand the agenda and add the following items under New Business:*

- *Advance a presentation of special resolution to Dr. Joe Gant, Jr. upon his 50<sup>th</sup> Anniversary of preaching the gospel*
- *Advance an action item authorizing the Administration to enter into a cooperative endeavor agreement with the Brandon House for additional services needed in the wake of the closure of the Johnny Gray Jones facility*

The President opened the floor for anyone to speak in favor or against the agenda addition. There being no one to speak, the President closed the public hearing.

Jon Glover came before the Commission and gave the following comment:

Good morning, Jon Glover. Looking to the potential of adding this number two to the agenda. I wanted to know what was Brandon House. I've never heard of Brandon House before—that does not mean its not a good project; it just means, me as a citizen, has never heard of it. Then too, what is that we—the Commission—are looking to support in this endeavor. Thank you.

At this time, Mr. Young's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, and Young (11). NAYS: None (0). ABSENT: Commissioner Blake (1). ABSTAIN: None (0).

**CITIZENS COMMENTS**

Jon Glover came before the Commission and gave the following comment:

Before I go into my position with regards to what I want to talk about—I wanted to say, 'happy new year' to all of you all. Number two, when I come before you all requesting information or making a statement that I am not torn apart once I sit down. Because that is not to be the intent or purpose of this Commission. If I come here with a situation, issue, or concern is because there was concern, not [inaudible]. Thank you. Now, moving onto my intended purpose for standing here. I noticed that when I was going over this Work Session agenda, that there was an item—as a matter of fact, two items, Item 11.10 and Item 11.11. 11.11 was really the cause of a red flag. First of all, it says that we had a project, Lighthouse, that was declined for ARPA funding. I wanted to understand, one, what was it that that project did not meet? That the project that was accrued as a pilot met. And so, too because of other language in that legislation, the Great Infrastructure Project, what is that? When was it established? What funding is attached to it? There are so many moving parts to that particular piece of legislation that needs to be clarified for me, a citizen. Now, I'm only speaking on my behalf because I don't understand here, but it's important for me to understand that when you all are considering even voting on an issue, then it is indeed [inaudible] and that I understand those questions that I just presented you. Number two, Item 11.10, how long is that pilot supposed to be and will it ever become not a pilot, but a true program itself? I do understand the needs that you all have required and noted for that, but understand that, I just need to know what you're really doing here to make sure that we are indeed that with clarity of any information that you bring before us. Thank you.

**ADMINISTRATOR REPORT**

- RFP Update

Mrs. Bryant said that the Opioid and Housing RFPS have been issued. The Opioid RFP is due January 16; the housing RFP is due back by February 20. There is a target date to issue the RFP for traffic cameras on January 8.

Mr. Atkins wanted to know what services are being requested for the Opioid RFP. Mrs. Bryant explained that it is primarily treatments or some other ancillary items.

- Orientation—January 8, 2024

Mrs. Bryant reminded the Commissioners that the New Commissioner Orientation is scheduled for January 8, 2024 following the Swearing-In.

- LSU Ag Center Annual Luncheon

Mrs. Bryant announced that the LSU Ag Center Annual Luncheon will be held on January 9, 2024.

- Juvenile Detention

Mrs. Bryant said that there are eleven juveniles in detention, five being OJJ. There are three 17-year old juveniles.

Mr. Jackson gave kudos for the low numbers in the Juvenile Detention Center.

- Legislative Priorities

She also mentioned that Administration will be sending out the requests for Legislative Priorities.

- Commission Requests

Mr. Young asked that Administration answer the questions that Ms. Glover had regarding the Community Lighthouse Project. Mrs. Bryant explained that the Commission approved \$500k for a pilot program to establish locations that citizens could go to in the event of a natural disaster. \$250k would come from APRA—The Green Infrastructure—that could be used to promote green infrastructure in the Parish. When it was vetted, ARPA dollars could not be used because the assets would not necessarily be owned by the Parish.

Mr. Atkins pointed out that that these would be solar facilities, which may or may not be the most cost-effective way to pursue that goal.

Mr. Young thanked Mrs. Bryant for the information. He also asked when could the project not be a pilot program. Mrs. Bryant explained that there would need to be a natural disaster prior to obtaining the data needed to determine the effectiveness of this program.

Mr. Burrell reminded the Commissioners that there were two recent catastrophic events. He would like to see the Commission be proactive when it comes to these natural disasters.

Mr. Johnson pointed out that there is a potential polar vortex that could reach Louisiana in the next few weeks.

### **COMMISSION REMARKS**

- Mr. Young explained that the group Community Lighthouse asked the Commission to participate in the funding of two pilot projects, but there is a third one being considered today. It is his understanding that the group will use rebates and other parts of financing within their organization to make more emergency response sites in Caddo Parish and the region. He said that at that point, it would become an independent organization and no longer a government sponsored pilot program.

- Mr. Jackson spoke about the Johnny Gray Jones questions that were asked earlier. He said that the Juvenile Services Committee met and identified a low-security, low-restriction facility that the Caddo Parish could send juveniles. He pointed out that this is not a place to address overcrowding.

### **PRESIDENT'S REPORT**

Mr. Burrell wished everyone a Happy New Year.

### **NEW BUSINESS**

It was **moved by Mr. Jackson**, seconded by Mr. Jones, *that the following ordinances be advanced to Thursday's agenda for introduction:*

- *Ordinance No. 6403 of 2024, an ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, relative to the creation of a new use to allow storage facility structures in residential districts, as well as, identifying how certain nonconforming lots can exist without the need for a variance, and to otherwise provide with respect*

thereto

- *Ordinance No. 6404 of 2024, an ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, amending the provisions for accessory dwelling units, with all provisions included herein, and otherwise providing with respect thereto*
- *Ordinance No. 6405 of 2024, an ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, adding a new use for overnight truck parking, with all provisions included herein, and to otherwise provide with respect thereto*
- *Ordinance No. 6406 of 2024, 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 Locust Hill Road approximately 1870' west of Highway 79, Caddo Parish, LA, from R-A, Rural-Agricultural Zoning District to R-A (PUD) Rural-Agricultural Planned Unit Development Zoning District, and to otherwise provide with respect thereto*
- *Ordinance No. 6407 of 2024, 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 southwest corner of Old Mansfield Road and Midyett Street, Caddo Parish, LA, from R-A, Rural-Agricultural Zoning District to C-3, General Commercial Zoning District, and to otherwise provide with respect thereto*
- *Ordinance No. 6408 of 2024, 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 of East Flournoy Lucas approximately 840 feet west of Ellerbe Road, Caddo Parish, LA, from R-1-7, Single-Family Zoning District to C-1, Neighborhood Commercial Zoning District, and to otherwise provide with respect thereto*
- *Ordinance No. 6409 of 2024, 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 east side of the East Kings Highway and Hanover Drive Intersection, Caddo Parish, LA, from R-E, Residential Estate Zoning District to R-1-5, Single-Family Residential Zoning District, and to otherwise provide with respect thereto*

Mr. Jackson asked that Mr. Alan Clarke, MPC Executive Director, come before the Commission and explain each of the ordinances.

Mr. Clarke talked about *Ordinance No. 6403 of 2024, an ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, relative to the creation of a new use to allow storage facility structures in residential districts, as well as, identifying how certain nonconforming lots can exist without the need for a variance, and to otherwise provide with respect thereto.* He said that citizens in the Parish want to have the ability to place garages and other structures in their front yards. This ordinance would allow accessory buildings to be in the front yard.

Mr. Johnson wanted to know if this would be in the rural area. Mr. Clarke said that this would only be in the 5-mile area. Mr. Johnson understood and said that this issue was brought up before where a citizen wanted to put a building in the front yard because the backyard would flood due to the lake. Mr. Johnson further explained that the neighbors did not want that because the large structure would block the views of the lake. Mr. Johnson said that these are the types of concerns that neighbors may have in other neighborhoods.

Answering another question from Mr. Johnson regarding the aesthetics of the accessory buildings, Mr. Clarke explained that they would need final approval by the executive director and would need to have similar appears as the primary structure. Mr. Clarke said that citizens in the rural area do not want to apply for variances for accessory structures.

Mr. Burrell asked about the rural areas versus the suburban areas. Mr. Clarke explained that the original Metropolitan Planning Commission was to do development, growth, and zoning within the City of Shreveport. The Parish contracted with the MPC for zoning within the five-mile area around the City of Shreveport.

Mr. Young wanted to know if these accessory buildings are storage facilities or residential use storage buildings. Mr. Clarke said that they would be allowed by right on occupations, but that's the extent of it.

Mr. Young responded to Mr. Johnson's comment regarding the storage building on the lake. He stated that the Commission adopted a new rule defining front yards and backyards on lakefront properties. He further explained that the front yard on lakefront properties is on the lake, and the backyard is defined as the part of the property closest to the road. This would allow storage buildings of whatever character in the backyard.

Mr. Chavez wanted to know if there was an acreage minimum before this comes into play. Mr. Clarke said that it would be for any property in the Parish. Mr. Chavez suggested considering a minimum

Mr. Atkins wanted to know if the MPC and PZC still had the ability to prohibit egregious behavior if this ordinance were to pass. Mr. Clarke agreed. Mr. Atkins then wanted to know if the property owner could appeal the MPC or PZC's decision. Mr. Clarke said that they could appeal it to the Caddo Parish Commission.

Mr. Clarke then moved onto *Ordinance No. 6404 of 2024, an ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, amending the provisions for accessory dwelling units, with all provisions included herein, and otherwise providing with respect thereto.* He explained this would allow residents to use storage containers as dwelling purposes as long as it meets the residential codes.

There being no questions, Mr. Clarke then moved onto *Ordinance No. 6405 of 2024, an ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, adding a new use for overnight truck parking, with all provisions included herein, and to otherwise provide with respect thereto.* He explained that there are not enough places for 18-wheelers to park. Mr. Clarke further stated that if alternative surfaces were approved by a civil engineer that could sustain the weight of an 18-wheeler, along with protections in place to prevent fluids from seeping into the ground, this ordinance would allow 18-wheeler parking.

Mr. Epperson asked about farm areas and catch basins. Mr. stated that the MPC is requiring a certification by a civil engineer to prevent seepage in the soil and surface water.

Mr. Young agreed with the concerns Mr. Epperson had about the potential of harmful fluids seeping into the soil and surface water. He also asked if this ordinance applies to the tractor and trailer. Mr. Clarke said that a trailer can be parked anywhere in the approved parking lot for 18-wheelers. Mr. Young then wanted to know if someone could park the tractor in another place that is not approved for a tractor trailer. Mr. Clarke said no.

Mr. Young continued and said that there is a tractor parked at a liquor store in the Highland neighborhood. He understands now that is not allowed. Mr. Young wanted to know who would enforce this. Mr. Clarke explained that enforcement is complaint driven. He said that there would be an investigation, and the property owner would be given notice via certified mail. After two letters, it would be referred to the city prosecutor for prosecution.

Mr. Johnson wanted to know if this would be in a special zone. Mr. Clarke said that it would need to be in industrial. Mr. Johnson then wanted to know how many trucks would there need to be for it to be considered a truck parking lot. Mr. Clarke said that it would be anytime an 18-wheeler is parked and left overnight.

Mr. Clarke pointed out that the Shreveport Police Department has the authority to write tickets when trucks are parked in residential areas.

Mr. Hopkins wanted to know if there were ordinances that addresses water retention and water detention for businesses. Dr. Ward said that the Parish has a 100-year storm policy where the water has to be captured.

Mr. Chavez suggested that Dr. Ward provide additional language so that the Parish could achieve a zero impact to the Parish. Dr. Ward explained that their current policy handles 99.9% of all situations. If a zero impact is created, it could impact economic development issues for the Parish.

Mr. Clarke mentioned that anytime a code text amendment is presented, all stakeholders, i.e. city engineer, Parish Public Works, etc., are at the table to make recommendations.

Mr. Jackson said that there are some discrepancies on SPD citing violations for truck parking. Mr. Clarke explained that SPD has the authority to cite violations. Mr. Jackson said that residents call into the police department, who in turn tell them that it is a civil matter, not a criminal matter. Mr. Clarke understands, but reiterated that SPD has the authority to cite these types of violations. Mr. Jackson suggested there may be more conversations regarding this.

Mr. Burrell

Mr. Clarke now moved onto *Ordinance No. 6406 of 2024, 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 Locust Hill Road approximately 1870' west of Highway 79, Caddo Parish, LA, from R-A, Rural-Agricultural Zoning District to R-A (PUD) Rural-Agricultural Planned Unit Development Zoning District, and to otherwise provide with respect thereto. Before going into detailed information, Mr. Epperson informed the Commission that this case is in District 12, and there was no opposition.

Mr. Clarke understood and moved onto *Ordinance No. 6407 of 2024, 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 southwest corner of Old Mansfield Road and Midyett Street, Caddo Parish, LA, from R-A, Rural-Agricultural Zoning District to C-3, General Commercial Zoning District, and to otherwise provide with respect thereto.* Mr. Lazarus spoke up and informed the Commission that this case is in District 11, and there is no opposition.

Mr. Clarke moved onto *Ordinance No. 6408 of 2024, 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 of East Flournoy Lucas approximately 840 feet west of Ellerbe Road, Caddo Parish, LA, from R-1-7, Single-Family Zoning District to C-1, Neighborhood Commercial Zoning District, and to otherwise provide with respect thereto.* Mr. Chavez said that this case is in District 10, and there were six people who showed up to the hearing with nobody against it.

Mr. Clarke then moved onto *Ordinance No. 6409 of 2024, 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 east side of the East Kings Highway and Hanover Drive Intersection, Caddo Parish, LA, from R-E, Residential Estate Zoning District to R-1-5, Single-Family Residential Zoning District, and to otherwise provide with respect thereto.* He explained that this case is a property owner wanting to use his residence as an office as well. The property owner went before the PZC, and there was no opposition.

At this time, it was **moved by Mr. Johnson**, seconded by Mr. Epperson, *that Ordinance No. 6403 of 2024 be removed from the englobo and advance Ordinance Nos. 6404 of 2024- 6409 of 2024 to Thursday's agenda for introduction.*

Mr. Johnson suggested that the City Marshal and Sheriff's Office could issue citations. Mr. Clarke said that they will recommend it.

Mr. Jackson suggested that the Parish's CVEU unit be authorized to issue citations.

Mr. Johnson wanted to know if a neighborhood's homeowners association supersede these ordinances. Mr. Clarke said that a homeowner's association is not a covenant. He also explained that the government does not enforce covenants.

Mrs. Gage-Watts said that she has several questions and would like these ordinances to be vetted further.

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, and Young (11). NAYS: None (0). ABSENT: Commissioner Blake (1). ABSTAIN: None (0).

It was **moved by Mr. Johnson**, seconded by Mr. Epperson, *that Ordinance No. 6403 of 2024, an ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, relative to the creation of a new use to allow storage facility structures in residential districts, as well as, identifying how certain nonconforming lots can exist without the need for a variance, and to otherwise provide with respect thereto* be postponed to the February 20, 2024 Work Session. Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Gage-Watts, Jackson, Johnson, Jones, Lazarus, and Young (10). NAYS: Commissioner Hopkins (1). ABSENT: Commissioner Blake (1). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mrs. Gage-Watts *to englobo and advance the following items to Thursday's agenda for introduction:*

- *Ordinance No. 6410 of 2024, an ordinance amending the 2023 Budget to amend the Budget of Estimated Revenues & Expenditures for the Head Start Fund, and to otherwise provide with respect thereto*
- *Ordinance No. 6411 of 2024, an ordinance amending the 2023 Budget to amend the Budget of Estimated Revenues & Expenditures for the Housing Choice Voucher Program Fund, and to otherwise provide with respect thereto*

Mr. Johnson explained that this is a passthrough for federal funds.

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, and Young (11). NAYS: None (0). ABSENT: Commissioner Blake (1). ABSTAIN: None (0).

It was **moved by Jackson**, seconded by Mr. Young, *that Ordinance No. 6412 of 2024, an ordinance amending the Budget of Estimated Revenues & Expenditures to appropriate funds for a Caddo Community Lighthouse Pilot Project, and to otherwise provide with respect thereto* be moved to Thursday's agenda for introduction.

Mr. Johnson said that it was his understanding that the organization was doing these lighthouses in phases. He also said that Willow Chute and Williams Memorial Temple were supposed to be included in Phase 2, not Galilee. Mr. Burrell said that there was a public meeting regarding this, and that's how Galilee became a part of this.

Mr. Atkins wanted to know if this request is to fund two pilot programs. Mrs. Bryant said that the Commission originally approved Morning Star and the Highland Center, but this ordinance would be for an additional one at Galilee. Mr. Atkins then wanted to know if any funds have been spent. Mrs. Bryant said that no dollars have been spent, but they have drafted the contract for Morning Star.

Answering another question from Mr. Atkins regarding the reasoning for federal government to deny this, Mrs. Barnett explained that the ARPA requirements are rigid and strict. One of the major issues for the lighthouses is the FEMA pre-mitigation rules that ARPA has to follow says that you cannot make changes to a religious facility. Since all of these structures are primarily churches, federal dollars cannot be used. The second reason is that the Parish would not have control of those assets. With federal dollars, you have to follow those assets until disposal, she explained. Since they would not have control, they may not be able to follow them. Mr. Atkins understood.

He further stated that he is not opposed to the mission of providing places for citizens during natural disasters. He is opposed to the approach of installing solar panels because of the economics. Mr. Atkins said that it would be more cost effective to install a natural gas-powered generator at each of the facilities. Mr. Atkins would like to see data convincing him otherwise that this is a more economic route.

Mr. Chavez said that they used diesel generators to power everything in the military. He then asked Dr. Ward what is being used for standby power generation. Dr. Ward said that they have zero backup, but they are starting to look at power generation at different Parish sites.

Mr. Chavez said that this would not net the power generation that would be needed for this project. The mission is sound, but the method is not, Mr. Chavez said.

Mr. Jackson stated that because this could not be funded out of ARPA dollars, it would be funded from Oil & Gas. Mrs. Bryant agreed. Mr. Jackson then wanted to know this ordinance fails, the next one would too. Mrs. Bryant explained that the Commission allocated \$250k from Oil & Gas for Morning Star and \$250k from ARPA for the Highland Center. They went forward with the appropriation for Morning Star. Ordinance No. 6413 would be to appropriate the funds for the Highland Center from Oil & Gas, not ARPA. Mr. Jackson understood and said that there is already a precedent for providing Oil & Gas funds for the lighthouse projects. Mrs. Bryant agreed.

Mr. Jackson also pointed out that the federal government provided the State of Louisiana with \$240M. He said that the lighthouse programs were looking to do more quicker, so that's how Galilee became a part of this. He also pointed out that Galilee and Lakeside have a vulnerable population and would benefit from this.

Mr. Johnson said that this plan was brought to the Commission by a private group. He said that they asked the Commission for Parish dollars to help them get federal dollars. Mr. Johnson said that the politics come into play when a certain Commissioner is at a particular church and includes their church in. Mr. Johnson said that he is not sure that the Lighthouse organization even knows the Commission is proposing Galilee as a lighthouse site.

**Call for the Question by Mr. Epperson**, seconded by Mr. Jones. Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Epperson, Gage-Watts, Hopkins, Johnson, Jones, Lazarus, and Young (10). NAYS: Commissioner Jackson (1). ABSENT: Commissioner Blake (1). ABSTAIN: None (0).

At this time, Mr. Jackson's motion failed, as shown by the following roll call votes: AYES: Commissioners Burrell, Gage-Watts, Jackson, Jones, and Young (5). NAYS: Commissioners Atkins, Chavez, Epperson, Hopkins, Johnson, and Lazarus (6). ABSENT: Commissioner Blake (1). ABSTAIN: None (0).

It was **moved by Mr. Johnson**, seconded by Mr. Young, *that Ordinance No. 6413 of 2024, an ordinance amending the Budget of Estimated Revenues & Expenditures to appropriate funds for a Caddo Community Lighthouse Pilot Project, 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 Burrell, Epperson, Gage-Watts, Johnson, Jones, and Young (6). NAYS: Commissioners

Atkins, Chavez, Hopkins, Jackson, and Lazarus (5). ABSENT: Commissioner Blake (1). ABSTAIN: None (0).

It was **moved by Mr. Johnson**, seconded by Mrs. Gage-Watts, *to englobo and move the following ordinances to Thursday's agenda for introduction:*

- *Ordinance No. 6414 of 2024, an ordinance declaring the intent of the Parish under LA.R.S. 47:2236 to acquire full ownership interest in a parcel of property identified by Caddo Parish Tax Assessor's Geographic Number 181437-036-0005-00 and described as Lot 5, J.B. Pickett Subdivision, Tal 14, Shreveport, and to otherwise provide with respect thereto*
- *Ordinance No. 6415 of 2024, an ordinance declaring the intent of the Parish under LA.R.S. 47:2236 to acquire full ownership interest in a parcel of property identified by Caddo Parish Tax Assessor's Geographic Number 181430-001-0154-00 and described as Lots 154, 155, and 156, and one half adjacent abandoned alley, Lakeview Subdivision, and to otherwise provide with respect thereto*
- *Ordinance No. 6416 of 2024, an ordinance declaring the intent of the Parish under LA.R.S. 47:2236 to acquire full ownership interest in a parcel of property identified by Caddo Parish Tax Assessor's Geographic Number 201625-001-0014-00 and described as AC Lot 3 of Mooringsport less that part north and west of KCS&G Railroad right-of-way and that part of tract lying south and east of right-of-way described as: begin 52 feet east of northwest corner of SD Lot 3; thence easterly along north line of SD Lot 42; thence southerly a right angle 91 feet; thence westerly at right angle 42 feet; thence northerly at right angle 91 feet to port of beginning; and to otherwise provide with respect thereto*

Mr. Atkins asked for a quick summary of these three ordinances. Mr. William Talton, Adjudicated Property Manager, came before the Commission and said that this property has been adjudicated. The Parish seizes the property, then the applicant pays the cost of the Parish seizing the property. Afterwards, the property is sold through a private sale.

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, and Young (11). NAYS: None (0). ABSENT: Commissioner Blake (1). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mr. Hopkins, *that Resolution No. 1 of 2024, a resolution to designate and change the polling places for Precincts 3-3, 3-7, and 9-13 and otherwise providing with respect thereto* be moved to Thursday's agenda for consideration.

Mr. Jackson asked that notifications be made to the voters in these precincts with regards to these changes.

At this time, Mr. Jackson's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, and Young (10). NAYS: None (0). ABSENT: Commissioners Blake and Epperson (2). ABSTAIN: None (0).

It was **moved by Mr. Hopkins**, seconded by Mr. Atkins, *that Resolution No. 2 of 2024, a resolution approving the holding of an election in Caddo Parish Fire District Seven, State of Louisiana, on Saturday, April 27, 2024, to authorize the continuation of a special tax therein* be moved to Thursday's agenda for consideration.

Mr. Hopkins explained that this is to continue a special tax for ten more years.

Mr. Young asked for clarity on how this election worked. Mrs. Bryant said that this would only be for this fire district. The Clerk of the Commission explained that they needed to go through the State Bond Commission, and this would be the earliest date available.

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, and Young (11). NAYS: None (0). ABSENT: Commissioner Blake (1). ABSTAIN: None (0).

It was **moved by Mr. Johnson**, seconded by Mr. Epperson, *to englobo and move the following items to Thursday's agenda for consideration:*

- *Resolution No. 3 of 2024, a resolution authorizing the Caddo Community Action Agency, Inc. to administer the Head Start Program for the Parish of Caddo, and to otherwise provide with respect thereto*
- *Resolution No. 4 of 2024, a resolution approving the amended 2023 and proposed*

2024 budgets of the North Louisiana Criminalistics Laboratory Commission and to otherwise provide with respect thereto

- Advance Special Resolution of Recognition for Calvary Baptist for their State Championship
- Special Resolution of Remembrance for Korey Davis
- Advance Special Resolution recognizing the contributions of outgoing Commissioners
- Special Resolution honoring Judge Sheva M. Sims upon her investiture as Chief Judge of the Shreveport City Court
- Special Resolution recognizing Andrea Mona Bowman for her work on the Color Purple, which was nominated for a Critic's Choice Award
- Appoint Tom Tebbe to fill the unexpired term of Patricia White, who has resigned from the North Caddo Hospital Service District Board. Term to expire August 18, 2028
- Advance the presentation of Special Resolution recognizing Donna Curtis upon her retirement

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, and Young (11). NAYS: None (0). ABSENT: Commissioner Blake (1). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mr. Jones, to englobe and move the following items to Thursday's agenda for consideration:

- Advance a presentation of special resolution to Dr. Joe Gant, Jr. upon his 50<sup>th</sup> Anniversary of preaching the gospel
- Advance an action item authorizing the Administration to enter into a cooperative endeavor agreement with the Brandon House for additional services needed in the wake of the closure of the Johnny Gray Jones facility

Mr. Atkins asked for more clarity regarding the Brandon House. Mr. Jackson explained that conversations came into play when they were notified of the closure of Johnny Gray Jones. The discussions were had to identify a location to send juveniles who were runaways and low security. The Brandon House was mentioned, and they have OJJ approval and DCFS approval. Mr. Jackson reiterated that this would be solely for Caddo Parish children, and the dollars would come from the funds allocated to Johnny Gray Jones.

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, and Young (11). NAYS: None (0). ABSENT: Commissioner Blake (1). ABSTAIN: None (0).

### **COMMUNIQUES & COMMITTEE REPORTS**

- Mr. Jones announced that the My Community Cares: Finding Hope will have a Parent Café on Thursday, January 4 from 5:00 p.m. until 6:30 p.m. at A.B. Palmer Center, 547 E. 79<sup>th</sup> Street. He said that the purposed of this is to provide a space for parents to vent, get advice, and find resources.
- Mr. Young announced that the first green infrastructure erosion control project took place at Highland Park in Caddo Parish. There will be a community planting event held there later this year.

Mr. Young also gave kudos to Animal Services for responding during the holidays regarding loose dogs in the Highland neighborhood.

### **CONSENT AGENDA**

- Ordinance No. 6402 of 2023, an ordinance implementing an ad valorem tax exemption for first responders, and to otherwise provide with respect thereto
- Additional Appointments (to be held until new Commissioners are installed)

Peggy Heacock  
Kathy Lewis  
Tommy Giles  
Sheri Peace

Citizens Disaster Response Committee  
Citizens Disaster Response Committee  
Citizens Disaster Response Committee  
Citizens Disaster Response Committee

<i>Gabriel Balderas</i>	<i>Citizens Disaster Response Committee</i>	
<i>Coretta Smith Kimble</i>	<i>Citizens Disaster Response Committee</i>	
<i>Wilbert Pryor</i>	<i>Children &amp; Youth Planning Board</i>	<i>1/1/2026</i>
<i>Michelle AndrePont</i>	<i>Children &amp; Youth Planning Board</i>	<i>1/1/2026</i>
<i>Kelli Todd</i>	<i>Children &amp; Youth Planning Board</i>	<i>1/1/2026</i>
<i>Andrew Randall</i>	<i>Children &amp; Youth Planning Board</i>	<i>1/1/2026</i>
<i>Patrick Wesley</i>	<i>Children &amp; Youth Planning Board</i>	<i>1/1/2026</i>
<i>Frank Thaxton</i>	<i>Charter Review Committee</i>	<i>12/31/2024</i>
<i>Stuart Creighton</i>	<i>Charter Review Committee</i>	<i>12/31/2024</i>
<i>Tim Euler</i>	<i>Charter Review Committee</i>	<i>12/31/2024</i>
<i>Ralph Johnson</i>	<i>Charter Review Committee</i>	<i>12/31/2024</i>
<i>Steven Coleman</i>	<i>Charter Review Committee</i>	<i>12/31/2024</i>
<i>Lyndon Johnson</i>	<i>Charter Review Committee</i>	<i>12/31/2024</i>

At this time, there was no further discussion to come before the Commission, so the meeting was adjourned at 12:10 p.m.

  
 Assistant to the Commission Clerk

**RESOLUTION NO. 1 of 2024**

BY THE CADDO PARISH COMMISSION:

A RESOLUTION TO DESIGNATE AND CHANGE THE POLLING PLACES FOR PRECINCTS 3-3, 3-7, AND 9-13 AND OTHERWISE PROVIDING WITH RESPECT THERETO.

WHEREAS, Ordinance No. 6397 was adopted on November 22, 2023 to amend and reenact Ordinance No. 6342 regarding the establishment of the voting precincts in Caddo Parish;

WHEREAS, several voting precinct polling locations were relocated shortly before the adoption of Ordinance No. 6397 resulting in the ordinance reciting incorrect polling place locations for several precincts;

WHEREAS, Resolution 46 relocated the polling place for Precinct No. 127 (now denoted as Precinct No. 9-13 in Ordinance No. 6397) from LSU Pecan Station, 10300 Harts Island Road, Shreveport, Louisiana to the Caddo Parish Port Commission, 6000 Doug Attaway Blvd., Shreveport, Louisiana;

WHEREAS, Resolution 47 relocated the polling place for Precincts No. 006, 064, and 099 (now denoted as Precinct No. 3-7 in Ordinance No. 6397) from E. B. Williams Stoner Hill Elementary School, 2127 C. E. Galloway Blvd., Shreveport, Louisiana to Valencia Park Community Center, 1800 Viking Drive, Shreveport, Louisiana;

WHEREAS, Ordinance No. 6342, as amended by Ordinance No. 6397, incorrectly denoted the polling place for Precinct No. 3-3 as Government Plaza, 505 Travis Street, Shreveport, Louisiana;

WHEREAS, the established polling location for Precinct No. 3-3 is located at Cherokee Park Elementary School, 2010 E. Algonquin Trail, Shreveport, Louisiana; and

WHEREAS, the polling places corrected herein have been reviewed and meet all requirements for polling places.

NOW, THEREFORE, BE IT RESOLVED by the Caddo Parish Commission in due, regular and legal session convened, that the Caddo Parish Commission does hereby change, reestablish, and otherwise designate pursuant to La. R.S. 18:534 the following polling places:

- a) Precinct No. 3-3 -- Cherokee Park Elementary School, 2010 E. Algonquin Trail, Shreveport, Louisiana;
- b) Precinct No. 3-7 -- Valencia Park Community Center, 1800 Viking Drive, Shreveport, Louisiana; and
- c) Precinct No. 9-13 -- Caddo Parish Port Commission, 6000 Doug Attaway Blvd., Shreveport, Louisiana.

BE IT FURTHER RESOLVED that notice of this change shall be published in the official journal of the parish in accordance with La. R.S. 18:535.

BE IT FURTHER RESOLVED 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

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_:

**RESOLUTION NO. 2 of 2024**

A resolution approving the holding of an election in Caddo Parish Fire District Seven, State of Louisiana, on Saturday, April 27, 2024, to authorize the continuation of a special tax therein.

WHEREAS, the Board of Commissioners of Caddo Parish Fire District Seven, State of Louisiana (the "Governing Authority"), acting as the governing authority of Caddo Parish Fire District Seven, State of Louisiana (the "District"), adopted a resolution on December 11, 2023, calling a special election in the District on Saturday, April 27, 2024, to authorize continuation of a special tax therein; and

WHEREAS, the governing authority of the District has requested that the Caddo Parish Commission, acting as the governing authority of the Parish of Caddo, State of Louisiana, give its consent and authority for the District to hold the aforesaid election, and in the event that the election carries to continue to levy and collect the special tax provided for therein; and

WHEREAS, as required by Article VI, Section 15 of the Constitution of the State of Louisiana of 1974, it is now the desire of the Caddo Parish Commission to approve the holding of said election and in the event that the election carries, to continue to levy and collect the special tax provided for therein;

NOW, THEREFORE, BE IT RESOLVED by the Caddo Parish Commission, acting as the governing authority of said Parish, that:

SECTION 1. In compliance with the provisions of Article VI, Section 15 of the Constitution of the State of Louisiana of 1974, and in accordance with the request of the Board of Commissioners of Caddo Parish Fire District Seven, State of Louisiana, the Caddo Parish Commission hereby approves the holding of an election in the District, on Saturday, April 27, 2024, at which election there will be submitted the following proposition, to-wit:

**PROPOSITION  
(MILLAGE CONTINUATION)**

Shall Caddo Parish Fire District Seven, State of Louisiana (the "District), continue to levy a tax of 10 mills on all the property subject to taxation in the District (an estimated \$674,250 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of 10 years, beginning with the year 2024 and ending with the year 2033, for the purpose of hiring full time firefighters and paying salaries and related benefits, together with providing an allowance for uniforms and equipment?

SECTION 2. In the event the election carries, the Caddo Parish Commission does hereby further consent to and authorize the District to continue to levy and collect the special tax provided for therein.

This resolution having been submitted to a vote, the vote thereon was as follows:

<u>Member</u>	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstaining</u>
Todd A. Hopkins	_____	_____	_____	_____
Lyndon B. Johnson	_____	_____	_____	_____
Steven Jackson	_____	_____	_____	_____
John-Paul Young	_____	_____	_____	_____
Roy Burrell	_____	_____	_____	_____
Steffon D. Jones	_____	_____	_____	_____
Stormy Gage-Watts	_____	_____	_____	_____
Ron Cothran	_____	_____	_____	_____
John E. Atkins	_____	_____	_____	_____
Mario Chavez	_____	_____	_____	_____
Ed Lazarus	_____	_____	_____	_____
Kenneth Epperson, Sr.	_____	_____	_____	_____

And the resolution was declared adopted on this, the 4<sup>th</sup> day of January, 2024.

\_\_\_\_\_  
/s/ Jeff Everson  
Clerk

\_\_\_\_\_  
/s/ Roy Burrell  
President

STATE OF LOUISIANA

PARISH OF CADDO

I, the undersigned Clerk of the Caddo Parish Commission, do hereby certify that the foregoing page constitutes a true and correct copy of a resolution adopted by said Commission on January 4, 2024, approving the holding of an election in Caddo Parish Fire District Seven, State of Louisiana, to authorize the continuation of a special tax therein.

IN FAITH WHEREOF, witness my official signature at Shreveport, Louisiana, on this, the 4<sup>th</sup> day of January, 2024.

---

Clerk

**RESOLUTION NO. 3 OF 2024**

BY THE CADDO PARISH COMMISSION:

A RESOLUTION AUTHORIZING THE CADDO COMMUNITY ACTION AGENCY, INC. TO ADMINISTER THE HEAD START PROGRAM FOR THE PARISH OF CADDO, AND TO OTHERWISE PROVIDE RESPECT THERETO

WHEREAS, the Caddo Parish Commission desires to obtain state and federal funds, where available, to benefit low and moderate income persons in the Parish of Caddo; and

WHEREAS, federal grants which are administered by the U.S. Department of Health and Human Services are available for the purpose of providing a Head Start Preschool Education Program to qualified parish governments; and

WHEREAS, the program provides a comprehensive program to children in Early Head Start ages 0-3 and Traditional Head Start ages 3-5 and their families; and

WHEREAS, this program consists of five components: education, health, parent involvement, social services and transportation; and

WHEREAS, the aforementioned program provides critical services by assisting children from low and moderate income families during their formative years; and

WHEREAS, the Caddo Community Action Agency, Inc. has administered this program for the Caddo Parish Commission over the last forty-five (47) years; and

WHEREAS, the Caddo Parish Commission is the appropriate agency to receive federal and/or state funding for the purpose of providing programs to support the indigent persons living with the Parish of Caddo.

NOW, THEREFORE, BE IT RESOLVED by the Caddo Parish Commission, in due, legal and regular session convened, that the Caddo Parish Commission does hereby authorize the Caddo Community Action Agency, Inc. to administer the Head Start program on behalf of the Parish of Caddo.

BE IT FURTHER RESOLVED that Laurance Guidry and/or his successor is hereby authorized to do all things necessary to implement, maintain, amend or review any documents associated with the Head Start Program from the effective date of this resolution through January 31, 2025.

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 the Resolution are hereby declared severable.

BE IT RESOLVED, that this resolution shall take effect immediately.

BE IT FURTHER RESOLVED that all resolutions or parts thereof in conflict thereof are hereby repealed.

**Approved as to legal form:**

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

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

**North Louisiana Criminalistics Laboratory  
Amended 2023 Budget and  
Proposed 2024 Budget**

	<u>Approved 2023 Budget</u>	<u>Amended 2023 Budget</u>		<u>Proposed 2024 Budget</u>
<b>Revenues:</b>				
City Courts	700,000	713,383	13,383	713,383
District Courts	1,300,000	1,328,736	28,736	1,328,736
Mayor Courts	750,000	790,097	40,097	790,097
Bond Fees	80,000	82,207	2,207	82,207
Fees Collected Act 432	800,000	1,050,457	250,457	1,050,457
Diverslon (Pre-Trial)	40,000	216,790	176,790	216,790
			0	
<b>Total Court Revenue:</b>	<b>3,670,000</b>	<b>4,181,670</b>	<b>511,670</b>	<b>4,181,670</b>
Drug Chemistry Revenue	30,000	24,000	-6,000	24,000
Emergency Relief Fund	0	1,503,478	1,503,478	0
NEW Sale of West Monroe	0	427,063	427,063	0
Intergovernmental-Grant Revenue	400,000	812,397	412,397	400,000
Insurance Claim - Christmas Freeze 2022	0	61,018	61,018	0
NEW Interest Earned	0	51,946	51,946	96,000
Toxicology Revenue	70,000	76,975	6,975	76,000
Miscellaneous	10,000	10,208	208	10,000
Rape Kits	10,000	13,500	3,500	12,000
NEW DNA Revenue	0	375	375	0
<b>Total Revenue:</b>	<b>4,190,000</b>	<b>7,162,253</b>	<b>2,972,253</b>	<b>4,799,670</b>
<b>Expenditures:</b>				
Auto Expenses (Fleet)	20,000	17,025	2,975	49,834
Building & Grounds	60,000	56,794	3,206	55,000
Dues & Subscriptions	35,000	16,364	18,636	20,000
Freight	2,000	3,305	-1,305	3,500
Grant Expense	400,000	1,015,607	-615,607	400,000
Insurance General	200,000	165,203	34,797	190,000
Insurance Health	272,270	252,562	19,708	280,887
Lab Equipt.Maint.Service Agreements	165,000	167,385	-2,385	165,000
Lab Supplies	180,000	235,632	-55,632	240,000
DNA Supplies/Expenses	300,000	313,348	-13,348	315,000
Legal & Accounting - Audit	40,000	26,871	13,129	30,000
Accreditation Expenses	45,000	51,324	-6,324	50,000
Office Supplies	60,000	70,005	-10,005	70,000
Other Service	2,000	2,302	-302	2,500
Payroll Taxes	43,000	38,800	4,200	40,171
Retirement Expenses	275,100	272,013	3,087	286,406
Salaries	2,569,529	2,514,883	54,646	2,686,883
Training	25,000	22,428	2,572	25,000
Travel/Continuing Education	20,000	37,940	-17,940	40,000
Utilities-Satellite	40,000	32,728	7,272	25,000
NLFSC-Utilities	425,000	447,583	-22,583	445,000
NLFSC-Building Maintenance	245,000	336,117	-91,117	330,000
NEW NLFSC-2022 Christmas Freeze	0	117,008	-117,008	0
Capital Outlays	0	0	0	0
NEW Contingency	0	300,000	-300,000	300,000
<b>Total Expenditures</b>	<b>5,423,899</b>	<b>6,513,227</b>	<b>-1,089,328</b>	<b>6,050,180</b>
Excess(Deficiency) of Revenue Over(Under)	(1,233,899)	649,027		(1,250,510)
Estimated Beginning Fund Balance	1,269,893	1,524,690		2,173,717
Estimated Ending Fund Balance	35,994	2,173,717		923,207

**RESOLUTION NO. 4 OF 2024**

BY THE CADDO PARISH COMMISSION:

A RESOLUTION APPROVING THE AMENDED 2023 AND PROPOSED 2024 BUDGETS OF THE NORTH LOUISIANA CRIMINALISTICS LABORATORY COMMISSION AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

BE IT RESOLVED, by the Caddo Parish Commission in due, legal and regular session convened this 4th day of January, 2024, that it hereby approves the amended 2023 and proposed 2024 budgets of the North Louisiana Criminalistics Laboratory Commission, as presented.

BE IT FURTHER RESOLVED that if any provision or item of this resolution, or 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 become effective immediately.

BE IT FURTHER RESOLVED that all resolutions or parts thereof in conflict herewith are hereby repealed.

This resolution having been submitted to a vote, the vote thereon was as follows:

MEMBERS:	YEAS:	NAYS:	ABSENT:	ABSTAIN:
Todd Hopkins	_____	_____	_____	_____
Lyndon B. Johnson	_____	_____	_____	_____
Steven Jackson	_____	_____	_____	_____
John-Paul Young	_____	_____	_____	_____
Roy A. Burrell	_____	_____	_____	_____
Steffon D. Jones	_____	_____	_____	_____
Stormy Gage-Watts	_____	_____	_____	_____
Grace Anne Blake	_____	_____	_____	_____
John E. Atkins	_____	_____	_____	_____
Mario Chavez	_____	_____	_____	_____
Ed Lazarus	_____	_____	_____	_____
Ken Epperson, Sr.	_____	_____	_____	_____

And this resolution was declared adopted on this, the 4th day of January, 2024.

**Approved as to legal form:**

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

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

I, Jeff Everson, Clerk to the Caddo Parish Commission, hereby certify that the foregoing is a true copy of the transaction of said body in regular session convened on the 6th day of January, 2022, and is so recorded in Minute Book No. 69, at Page 430.

Given under my hand and seal of office this 21st day of January, 2022.

  
\_\_\_\_\_  
Clerk of Parish Commission  
Caddo Parish, Louisiana



Nov. 15, 2023

 Mr. David Jones

Dear Mr Jones,  
It is with much regret  
that I am submitting my  
resignation, effective  
immediately, as a member  
of this Board.

I have enjoyed serving  
North Caddo Medical  
Center for these years,  
but the time has come.  
I treasure the friends  
made and all I have  
learned. May God bless  
you and North Caddo Medical  
Center.

Patricia White



Thomas M. Tebbe  
PO Box 128  
Ida, Louisiana 71044  
318-453-6960

Honorable Caddo Parish Commissioners,

I am seeking consideration for an appointment as a Board Member for the North Caddo Medical Center. A brief synopsis of my work history, community involvement, recognitions, and work ethics are attached.

Thank you for your consideration.

Respectfully,

A handwritten signature in black ink, appearing to read "Thomas M. Tebbe", written in a cursive style.

Thomas M. Tebbe



December 5, 2023

Thomas M. Tebbe  
18975 Alabama Ave  
Ida, Louisiana 71044  
Phone: 318-453-6960  
DOB: July 8, 1942

**COLLEGE EDUCATION:** Holy Cross University, New Orleans, Louisiana

- Master's Degree – Cum Laude, Administration and Supervision
- Bachelor's Degree – Cum Laude, Science

**HIGH SCHOOL:** St. Aloysius High School, New Orleans, Louisiana

- Diploma in Academic Studies

**MILITARY:** Keesler AFB, Biloxi, Mississippi

- United States Air Force – Aircraft Control and Warning Operator

**WORK HISTORY:** (Relevant)

- ESCO Group Mt. Prospect, Illinois - Senior Advisor, National Programs Director, 2005 to present.
- Louisiana Community and Technical College, Campus Dean, and instructor 1973 to 2002

**COMMUNITY SERVICES:**

- Mayor of Ida Louisiana (Former)
- Alderman of Ida Louisiana (Former)
- President and Member of Shreve Memorial Library Board of Trustees; six years. (Former)
- District 8 Fire Board representing Ida, Louisiana – one year.
- Louisiana Heat Pump Association- Board Member, 5 years (Former)

**Recognition/Awards**

- Alpha Chi National Honors Society
- Apprenticeship Man of the Year Award, Associated Builders and Contractors (ABC)
- Instructor of the Year Award, New Orleans Chamber of Commerce
- Lifetime Achievement Award, HVAC Excellence, Chicago Illinois
- Louisiana Power and Light Company training award and featured presenter in television commercials.
- Louisiana Secretary of State declaration of February 19 as Tom Tebbe Day

mayor@townofvivian.us

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**From:** Kim Jaynes <hosstonmayor@gmail.com>  
**Sent:** Monday, December 4, 2023 10:45 AM  
**To:** mayor@townofvivian.us  
**Subject:** NCMC Board Nomination

Mayor Festavan,

I would like to nominate Thomas "Tom" Tebbe for the North Caddo Medical Center Hospital Board to represent the Hosston area.

Thank you,

Kim Jaynes, Mayor

--

Village of Hosston  
15669 Hwy 71  
PO BOX 206  
Hosston, LA 71043  
(318)287-3225

[mayor@townofvivian.us](mailto:mayor@townofvivian.us)

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**From:** Ida Louisiana <ida.louisiana@gmail.com>  
**Sent:** Monday, December 4, 2023 8:41 PM  
**To:** mayor@townofvivian.us  
**Subject:** Thomas Tebbe

Mayor  
Thomas Tebbe would be someone I would highly recommend for the North Caddo Hospital Board. I have worked with him for the past 12 years in several different positions and he has always been a great asset. He served as an Alderman for the Village of Ida during my first 2 terms and also as a past Mayor as well. He also served our area on the Shreve Memorial Library Board and also as the President for the Shreve Memorial Library Board in the past. He is very knowledgeable and would serve the area well.

Thanks,

**Kenneth Shaw, Mayor**

**Eugenia Humbles, Clerk**

**Village of Ida**

**Office Hours:**

**Monday 8-4**

**Tuesday 8-4**

**Thursday 8-4**

**Office - (318) 284-3231**

**Fax - (318) 284-3244**

