

CADDO PARISH COMMISSION
GOVERNMENT PLAZA CHAMBERS
505 TRAVIS STREET, SHREVEPORT, LA 71101
PUBLIC NOTICE
REGULAR SESSION AGENDA
Streaming at
<https://www.facebook.com/parishofcaddo>
November 9th, 2023
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:

- 4.I. Potential Agenda Addition: Discuss Impacts For Johnny Grey Jones Closing -Discuss Alternate Plan/Placement For Juveniles
(Jackson)

5. CITIZENS COMMENTS:

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

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

speakers and address the points they wish considered with this limitation in mind.

6. VISITORS:

- 6.I. Visit From Kayla Cayer, NWLA Re-Entry Community Coordinator At Goodwill Industries
Kayla Cayer, NWLA Re-Entry Community Coordinator, as a Visitor for Thursday's
Regular Session to discuss and invite the Commissioners to an upcoming Re-Entry
Simulation event that will be held on December 8, 2023.

(Commissioner Burrell)

7. ADOPT REGULAR SESSION MINUTES:

- 7.I. Adopt Regular Session Minutes From October 19, 2023

Documents:

[10.19.2023 REGULAR SESSION MINUTES.PDF](#)

- 7.II. Adopt Minutes Of Special Session On October 26, 2023

Documents:

[10.26.2023 SPECIAL SESSION MINUTES.PDF](#)

8. SPECIAL RESOLUTIONS:

- 8.I. Adopt Special Resolution Recognizing Alzheimer's Awareness Month
(Gage-Watts)

Documents:

[2023 ALZHEIMERS AWARENESS MONTH.PDF](#)

- 8.II. Adopt Special Resolution Standing With Israel
(Chavez)

Documents:

[SR ISRAEL.PDF](#)

- 8.III. Adopt Special Resolution Of Recognition For Rev. Joe Gant
(Jones)

9. COMMUNIQUES AND COMMITTEE REPORTS:

Administration response to information requests from Commissioners

9.I. Administrative Visitor Jean Woods

10. PRESIDENT'S REPORT:

11. PUBLIC HEARING ON ZONING ORDINANCES & CASES:

11.I. Public Hearing For Ordinance No. 6357 Of 2023 Relative To Parish Zoning Case No. 23-5-CTAP

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 short-term rental property, with all their provisions included herein, and to otherwise provide with respect thereto

(PZC)

Documents:

[ORD 6357- 23-5-CTAP_REVISEDORDPACKET.PDF](#)

11.II. Public Hearing For Ordinance No. 6386 Of 2023, Relative To Parish Zoning Case No. 23-6-CTAP

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 various text amendments, with all their provisions included herein, and to otherwise provide with respect thereto

(PZC)

Documents:

[ORD 6386- 23-6-CTAP_REVISEDORDPACKET.PDF](#)

11.III. Public Hearing For Ordinance No. 6387 Of 2023 Relative To Parish Zoning Case No. 23-29-P

An ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, by amending the zoning of property located on the southwest corner of Linwood Avenue and Mayo Road, Caddo Parish, LA, from R-A, Rural-Agricultural District, to C-2, Corridor Commercial District, and to otherwise provide with respect thereto

(PZC) (District 9)

Documents:

[ORD 6387- 23-29-P_ORDPACKET_COMPLETE.PDF](#)

12. PUBLIC HEARING ON ORDINANCES:

12.I. Public Hearing For Ordinance No. 6388 Of 2023

An ordinance declaring the intent of the Parish under LA.R.S. 47:2236 to acquire full ownership interest in nine parcels, namely: east 28.5 feet of Lot 29 & west 16 feet of Lot 28, Block 2, Gilmer Subdivision (GEO No. 181331-075-0051-00); east 24 feet of Lot 28 & west half of Lot 27, Block 2, Gilmer Subdivision (181331-075-0035-00); Lot 21, Block 2, Gilmer Subdivision (GEO No. 181331-075-0021-00); Lot 20, Block 2, Gilmer Subdivision (GEO No. 181331-075-0020-00); Lot 17 & west 10 feet of Lot 16, Block C, Highland Park Subdivision (GEO No. 181331-072-0106-00); west 30 feet of Lot 19 & east 10 feet of Lot 20, Block C, Highland Park Subdivision (GEO No. 181331-072-0111-00); Lot 35 & east half of Lot 36, Bellmont Subdivision (GEO No. 181331-050-0091-00); Lot 38 & east 10 feet of Lot 39, Emerald Hill Subdivision (GEO No. 171305-006-0038-00); Lot 7, Woodlawn Subdivision (GEO No. 171305-038-0007-00) and to otherwise provide with respect thereto

(Public Works)

Documents:

[ORD 6388- FOR ACQUISITION - DISTRICT 3 - PHASE II.PDF](#)
[ORD 6388 EXHIBIT PHASE II MAPS.PDF](#)
[ORD 6388 FACT SHEET FOR ACQUISITION- DISTRICT 3 - PHASE II.PDF](#)

12.II. Public Hearing For Ordinance No. 6389 Of 2023

An ordinance adopting the Budget of Estimated Revenues & Expenditures for the Shreve Memorial Library for the year 2024

(Finance)

Documents:

[ORD 6389 2024 BUDGET ORDINANCE LIBRARY.PDF](#)
[ORD 6389 EXHIBIT SML BUDGET MESSAGE.PDF](#)
[ORD 6389 EXHIBIT SML DETAIL BUDGET WORKSHEET.PDF](#)

13. ZONING ORDINANCES (For Final Passage):

13.I. Adopt Ordinance No. 6357 Of 2023 Relative To Parish Zoning Case No. 23-5-CTAP

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 short-term rental property, with all their provisions included herein, and to otherwise provide with respect thereto

(PZC)

Documents:

[ORD 6357- 23-5-CTAP_REVISEDORDPACKET.PDF](#)

13.II. Adopt Ordinance No. 6386 Of 2023, Relative To Parish Zoning Case No. 23-6-CTAP

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 various text amendments, with all their provisions included herein, and to otherwise provide with

respect thereto

(PZC)

Documents:

[ORD 6386- 23-6-CTAP_REVISEDORDPACKET.PDF](#)

13.III. Adopt Ordinance No. 6387 Of 2023 Relative To Parish Zoning Case No. 23-29-P

An ordinance to amend Volume II of the Code of Ordinances of the Parish of Caddo, as amended, the Caddo Parish Unified Development Code, by amending the zoning of property located on the southwest corner of Linwood Avenue and Mayo Road, Caddo Parish, LA, from R-A, Rural-Agricultural District, to C-2, Corridor Commercial District, and to otherwise provide with respect thereto

(PZC) (District 9)

Documents:

[ORD 6387- 23-29-P_ORDPACKET_COMPLETE.PDF](#)

14. ORDINANCES (For Final Passage):

14.I. Adopt Ordinance No. 6388 Of 2023

, an ordinance declaring the intent of the Parish under LA.R.S. 47:2236 to acquire full ownership interest in nine parcels, namely: east 28.5 feet of Lot 29 & west 16 feet of Lot 28, Block 2, Gilmer Subdivision (GEO No. 181331-075-0051-00); east 24 feet of Lot 28 & west half of Lot 27, Block 2, Gilmer Subdivision (181331-075-0035-00); Lot 21, Block 2, Gilmer Subdivision (GEO No. 181331-075-0021-00); Lot 20, Block 2, Gilmer Subdivision (GEO No. 181331-075-0020-00); Lot 17 & west 10 feet of Lot 16, Block C, Highland Park Subdivision (GEO No. 181331-072-0106-00); west 30 feet of Lot 19 & east 10 feet of Lot 20, Block C, Highland Park Subdivision (GEO No. 181331-072-0111-00); Lot 35 & east half of Lot 36, Bellmont Subdivision (GEO No. 181331-050-0091-00); Lot 38 & east 10 feet of Lot 39, Emerald Hill Subdivision (GEO No. 171305-006-0038-00); Lot 7, Woodlawn Subdivision (GEO No. 171305-038-0007-00) and to otherwise provide with respect thereto

(Public Works)

Documents:

[ORD 6388- FOR ACQUISITION - DISTRICT 3 - PHASE II.PDF](#)

[ORD 6388 EXHIBIT PHASE II MAPS.PDF](#)

[ORD 6388 FACT SHEET FOR ACQUISITION- DISTRICT 3 - PHASE II.PDF](#)

14.II. Adopt Ordinance No. 6389 Of 2023

An ordinance adopting the Budget of Estimated Revenues & Expenditures for the Shreve Memorial Library for the year 2024

(Finance)

Documents:

15. ZONING ORDINANCES (For Introduction By Title):

- 15.I. Introduce Ordinance No 6394 Of 2023, Related To PZC Case #23-15-P
AN ORDINANCE TO AMEND VOLUME II OF THE CODE OF ORDINANCES OF THE PARISH OF CADDO, AS AMENDED, THE CADDO PARISH UNIFIED DEVELOPMENT CODE, BY AMENDING THE ZONING OF PROPERTY LOCATED AT THE NORTHEAST LOT OF SOUTH LAKESHORE DRIVE & PAGE LANDING ROAD, CADDO PARISH, LOUISIANA, FROM RA RURAL-AGRICULTURAL ZONING DISTRICT TO OS OPEN SPACE ZONING DISTRICT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(District 12)

Documents:

[ORD 6394 REL TO PZC CASE 23-15-P PARISH COMMISSION ORDINANCE-COMBINED_1 \(1\).PDF](#)

- 15.II. Introduce Ordinance No. 6393 Of 2023 In Relation To PZC Case No. 23-7-CTAP
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 ACCESSORY STRUCTURES, WITH ALL THEIR PROVISIONS INCLUDED HEREIN, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

(PZC)

Documents:

[ORD 6393 REL TO PZC CASE 23-7-CTAP.PDF](#)

- 15.III. Introduce Ordinance 6395 Of 2023 Related To PZC Case # 23-31-P
AN ORDINANCE TO AMEND VOLUME II OF THE CODE OF ORDINANCES OF THE PARISH OF CADDO, AS AMENDED, THE CADDO PARISH UNIFIED DEVELOPMENT CODE, BY AMENDING THE ZONING OF PROPERTY LOCATED NORTH SIDE OF OLD MOORINGSPOUR ROAD., APPROXIMATELY. 930 FT WEST OF HIGHWAY 71., 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

(District 2)

Documents:

[ORD 6395 REL TO PZC CASE 23-31-PORDINANCE-COMBINED_1.PDF](#)

16. ORDINANCES (For Introduction By Title):

- 16.I. Introduce Ordinance No. 6390 Of 2023
An ordinance amending the Budget of Estimated Revenues & Expenditures for the E. Edward Jones Housing Trust Fund for the year 2023 to reduce revenues for the

Emergency Rental Assistance Program and to otherwise provide with respect thereto
(Finance)

Documents:

[ORD--ERAP2 CORRECTION.PDF](#)
[FACT SHEET - ERAP CORRECTIONS.PDF](#)

16.II. Introduce Ordinance No. 6391 Of 2023

An ordinance amending the Budget of Estimated Revenues & Expenditures for the Debt Service Fund for the year 2023 to appropriate bond proceeds

(Finance)

Documents:

[ORD-DEBT SERVICE.PDF](#)
[FACT SHEET -- DEBT SERVICE.PDF](#)

16.III. Introduce Ordinance No. 6392 Of 2023

An ordinance amending the Budget of Estimated Revenues & Expenditures for the Capital Improvement III Fund and amending the Budget for the Debt Service Fund for the year 2023 to transfer 2023 bond proceeds to the Capital Improvement III Fund

(Finance)

Documents:

[ORD-CAPITAL IMPROVEMENT.PDF](#)
[FACT SHEET -- CAP IMPR III.PDF](#)
[BOND PROCEEDS ANALYSIS FOR NEW 445 FUND.PDF](#)

16.IV. Introduce Ordinance 6396 Of 2023

AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE OIL AND GAS FUND AND THE CAPITAL OUTLAY FUND IN THE AMOUNT OF \$35,000 TO PROVIDE AN APPROPRIATION FOR AN ADDITION TO THE I49 WELCOME SIGN AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

(Epperson)

Documents:

[ORD 6396-VETERAN FRIENDLY ADDITION ON I49 SIGN.PDF](#)
[ORD 6396 FACT SHEET.PDF](#)

16.V. Introduce Ordinance 6397 Of 2023

AN ORDINANCE AMENDING AND RE-ENACTING ORDINANCE NO. 6342 OF 2023, ESTABLISHING AND MERGING PRECINCTS CONSISTENT WITH THE 2023 CADDO PARISH COMMISSION DISTRICTS IN ACCORDANCE WITH LOUISIANA REVISED STATUTES 18:532 AND 18:532.1, TO AMEND CERTAIN PRECINCT LEGAL DESCRIPTIONS AND OTHERWISE PROVIDING WITH RESPECT THERETO.

(Commission Clerk's Office)

Documents:

[ORD 6397 CADDO PARISH MERGE PRECINCTS - AMEND 6342.PDF](#)
[ORD 6397 EXHIBIT- CADDO PARISH MERGE PRECINCTS-FINAL-CRF-
TABLE 11-2-2023.PDF](#)
[ORD 6397 EXHIBIT- CADDO MERGE PRECINCT PLAN--FINAL-CRF.PDF](#)
[ORD 6397 EXHIBIT- CADDO MERGE PRECINCT PLAN--FINAL-CRF-
MAP2.PDF](#)
[ORD 6397 EXHIBIT- MEMO 11-2-2023.PDF](#)

17. WORK SESSION MINUTES:

17.I. Adopt Work Session Minutes From November 6th Work Session

18. RESOLUTIONS:

18.I. Adopt Resolution No. 54 Of 2023

A resolution providing for canvassing the returns and declaring the results of the Special Election held in Caddo Parish, Louisiana, on Saturday, October 14, 2023, to authorize the levy of a special tax therein

(Commission Clerk's Office)

Documents:

[RES 54 CANVASS PROCEEDINGS.PDF](#)

18.II. Adopt Resolution No. 55 Of 2023

A resolution to authorize the Caddo Parish Administrator to approve the assignment, bill of sale, and conveyance of that certain right of way agreement from the Parish of Caddo as grantor to Gulf States Pipeline Corporation as grantee and otherwise providing with respect thereto

(District 2)

(Public Works)

Documents:

[RES 55 RIGHT OF WAY AGREEMENT GULF STATES PIPELINE
CORPORATION.PDF](#)

18.III. Adopt Resolution No. 56 Of 2023

A resolution to authorize the Caddo Parish Administrator to approve the assignment, bill of sale, and conveyance of State Agency Leases 22148 and 22149 from Theophilus Oil, Gas & Land Services, LLC, to Paloma Natural Gas, LLC, and otherwise providing with respect thereto

(Public Works) (District 12)

Documents:

[RES 56 OGM PALOMA NATURAL GAS, LLC.PDF](#)

18.IV. Adopt Resolution No. 57 Of 2023

A resolution giving written public notice of the regularly scheduled meetings of the Caddo Parish Commission for the calendar year 2024, and to otherwise provide with respect thereto

(Commission Clerk's Office)

Documents:

[RES 57 2024 CALENDAR.PDF](#)
[2024 CALENDAR MEETING DATES.PDF](#)

18.V. Adopt Resolution No. 58 Of 2023

A RESOLUTION AUTHORIZING THE PARISH ADMINISTRATOR TO RETAIN SPECIAL LEGAL COUNSEL AND OTHERWISE PROVIDING WITH RESPECT THERETO.

(Epperson)

Documents:

[RES 58 OF 2023- INSULIN SPECIAL COUNSEL.PDF](#)

19. OLD BUSINESS:

20. NEW BUSINESS:

- 20.I. Reduce In The Festivals & Events Allocation Of American Rescue Plan Funding By \$25,000 And Add An Allocation For The Eddie Hughes Stuffed Shrimp Festival For Revenue Replacement Of \$25,000
(Commission Johnson)

- 20.II. Appointments To The Pinehill Waterworks District No. 8 Board
Appointment Abigail Johnson to the Pinehill Waterworks Board. Term to expire September 7, 2027.

and

Appointment Troy Evans to the Pinehill Waterworks Board. Term to expire. Term to May 20th, 2027.

(Commissioner Johnson)

- 20.III. Advance Authorization Of Commissioner Travel To Attend Southern University Board Of System And Southern University Board Of Supervisors Meeting.
(Jackson)

21. COMMUNIQUES AND REPORTS:

22. CITIZEN COMMENTS (Late Arrivals)

23. ADJOURN:

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

MINUTES OF THE REGULAR SESSION OF
THE CADDO PARISH COMMISSION
HELD ON THE 19th DAY OF OCTOBER, 2023

Due to the inability to reach a quorum of Commissioners, the Regular Session meeting was cancelled. Agenda items were moved to a Special Meeting on October 26, 2023 at 3:30 p.m.



Linda J. Montgomery
Administrative Specialist I

Roy Burrell
President

MINUTES OF THE SPECIAL SESSION OF THE
CADDO PARISH COMMISSION
HELD ON THE 26th DAY OF OCTOBER, 2023

The Caddo Parish Commission met in a Special Session, on the above date, at 3:56 p.m., in the Government Chambers, with Mr. Burrell, presiding, and the following members in attendance, constituting a quorum: Commissioners Blake, Burrell, Chavez, Epperson, Hopkins, Jackson, Lazarus, and Young (8). ABSENT: Commissioners Atkins, Gage-Watts, Johnson, Jones, (4).

The invocation was given by Mr. Blount, and Mr. Calvin Pressly led the Commission in the Pledge of Allegiance.

Mr. Epperson requested military involvement in war and hostage situations and to not ever forget the POW-MIAs.

CITIZENS COMMENTS

Public comment by Superman Blunt regarding need for Shreveport to educate the community about diet, health and wellness, and the Fit for Life Health and Wellness Expo.

Mr. Epperson discussed the purpose of the citizen's comments. The Clerk advised that Commissioner Johnson requested Mr. Blount to present during the November 6th and 9th meetings. Mr. Epperson requested that Mr. Blount's presentation be held until Administration Report. The Chair requested Mr. Blount to return with his report during Administration Report.

Public comment by Peterson Sisker regarding support for Mr. Epperson's discussion about fracking noise and in Caddo Parish. Mr. Epperson indicated that the citizen is making a comment prior to the agenda item for discussion on noise.

Public comment by Stacy Brown, from Visit Shreveport-Bossier, regarding short-term rentals, socio-economic effects of short-term rentals and effective regulation for short-term rentals.

Public comment by Calvin Pressly regarding noise, contamination and long term effects on health from fracking, and the effect of the noise on his private rental property.

Mr. Epperson recognized attendees in the audience related to fracking noise.

NEW BUSINESS

Mrs. Bryant presented the 2024 Budget to the Commission. Mrs. Bryant reviewed the highlights of the 2024 budget, the revenue analysis, expenditure analysis, criminal justice deficit, capital projects, the Walter B. Jacobs Nature Project, fund balance analysis and the looking forward at budget challenges and budget positives. Mrs. Bryant discussed the next steps of the budget adoption process. Mrs. Bryant acknowledged the budget teams.

Mr. Jackson and Mrs. Bryant clarified that the Commission has an opportunity to make budget amendments and review the budget before final adoption of the budget at the December 5th Commission meeting. Mr. Jackson asked whether the technology upgrade to the Chambers would be included in the 2024 budget, which the Clerk explained that the technology upgrade was included in the budget. Mrs. Bryant clarified that it was reflected in the capital section of the budget. The Clerk advised that the current situation with the Chambers technology system is being reprogrammed and repaired, but it would still be inadequate. The Clerk advised that modern system to manage modern technology is being looked in to and that is what is reflected in the budget. Mr. Jackson requested to be pointed in the direction regarding the Chamber's technology. Mr. Jackson requested whether juvenile hearing officers were included in the budget. Mrs. Bryant explained that the Juvenile Justice Fund funds both the Juvenile Services, which is under direction of the Caddo Parish Commission supervision, and the Court. The public hearing officers comes under direct supervision of the Court. Director of Juvenile Services Andrew Randall explained that there is a judicial administrator, an assistant judicial administrator who equally serve as hearing officers, and that there was one other hearing officer which are the three elected judges through the Court. Mrs. Bryant clarified that the state statutory requirement is only for the actual elected Judges. Mr. Jackson and Mrs. Bryant discussed the SLB CEA being separate from the budget. Mr. Jackson clarified that there were more budget retreats, which Mrs. Bryant explained that the next budget retreat is November 8th.

It was **moved by Mr. Epperson**, seconded by Mr. Young, *that the Public Hearing For The 2024 Operating and Capital Improvements Budget be set for November 22, 2023, 3:30pm, and the Adoption For The 2024 Operating and Capital Improvements Budget be set for December 5, 2023, 3:30pm.*

Point of Information by Mr. Young, that November 22, 2023 is a Wednesday. Mrs. Bryant advised that Thursday, November 23rd is Thanksgiving and asked for the Commission to appear for the public hearing. Mr. Burrell indicated that he would be out of town.

Motion carried, as shown by the following roll call votes: AYES: Commissioners Blake, Burrell, Chavez, Epperson, Hopkins, Jackson, Lazarus, and Young (8). NAYS: None (0). ABSENT: Commissioners Atkins, Gage-Watts, Johnson, Jones, (4). ABSTAIN: None (0).

ORDINANCES (for introduction by title)

- *Ordinance No. 6357 Of 2023*, 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 Short-Term Rental Property, With All Their Provisions Included Herein, And To Otherwise Provide With Respect Thereto.
- *Introduction Of The 2024 Operating And Capital Improvements Budget Ordinances No. 6358 Of 2023 Through No. 6385 Of 2023*
- *Ordinance No. 6386 Of 2023* Related To PZC Case # 23-6-Ctap, 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 Various Code Text Amendments, With All Their Provisions Included Herein, And To Otherwise Provide With Respect Thereto.
- *Ordinance No. 6387 Of 2023*, Related To PZC Case # 23-29-P, An Ordinance To Amend Volume II Of The Code Of Ordinances Of The Parish Of Caddo, As Amended, The Caddo Parish Unified Development Code, By Amending The Zoning Of Property Located Southwest Corner Of Linwood Avenue And Mayo Road, Caddo Parish, La., From R-A Rural-Agricultural District To C-2 Corridor Commercial District, And To Otherwise Provide With Respect Thereto
- *Ordinance No. 6388 Of 2023*, An Ordinance Declaring The Intent Of The Parish Under La.R.S. 47:2236 To Acquire Full Ownership Interest In Nine Parcels, Namely: East 28.5 Feet Of Lot 29 & West 16 Feet Of Lot 28, Block 2, Gilmer Subdivision (Geo No. 181331-075-0051-00); East 24 Feet Of Lot 28 & West Half Of Lot 27, Block 2, Gilmner Subdivision (181331-075-0035-00); Lot 21, Block 2, Gilmer Subdivision (Geo No. 181331-075-0021-00); Lot 20, Block 2, Gilmer Subdivision (Geo No. 181331-075-0020-00); Lot 17 & West 10 Feet Of Lot 16, Block C, Highland Park Subdivision (Geo No. 181331-072-0106-00); West 30 Feet Of Lot 19 & East 10 Feet Of Lot 20, Block C, Highland Park Subdivision (Geo No. 181331-072-0111-00); Lot 35 & East Half Of Lot 36, Belmont Subdivision (Geo No. 181331-050-0091-00); Lot 38 & East 10 Feet Of Lot 39, Emerald Hill Subdivision (Geo No. 171305-006-0038-00); Lot 7, Woodlawn Subdivision (Geo No. 171305-038-0007-00) And To Otherwise Provide With Respect Thereto
- *Ordinance No. 6389 Of 2023*, An Ordinance Adopting The Budget Of Estimated Revenues And Expenditures For The Shreve Memorial Library For The Year 2024

The Clerk indicated that the ordinances for introduction excluding the budget ordinances would have a public hearing on November 9th. The budget ordinances would have a public hearing on November 22nd.

It was **moved by Mr. Jackson**, seconded by Mr. Hopkins, *that Resolution No. 51 of 2023, Resolution Of Approval To Renew The CAFA Cooperative Endeavor Amendment, And To Express Approval Of Bonds Issued By CAFA Pursuant To Section 147(F) Of The Internal Revenue Code Of 1986, As Amended* Be adopted.

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

- *Resolution No. 51 Of 2023, Resolution Of Approval To Renew The CAFA Cooperative Endeavor Amendment, And To Express Approval Of Bonds Issued By CAFA Pursuant To Section 147(F) Of The Internal Revenue Code Of 1986, As Amended*
- *Resolution No. 52 Of 2023, A Resolution Of Final Acceptance Of State Project No. H.013766, Regarding LRSP Signs And Striping, Caddo Parish And Otherwise Providing With Respect Thereto.*
- *Resolution No. 53 Of 2023, A Resolution Supporting Operation Green Light For Veterans In Caddo Parish, Louisiana*
- *Special Resolution Proclaiming Veterans Celebration Week & Authorize Signing Of Joint Proclamation*

Substitute motion by Mr. Jackson, to postpone Resolution No. 51 of 2023.

Mr. Jackson clarified that the Resolution for CAFA had already been approved and wanted to know the purpose of the resolution. The Clerk advised that there was an amendment to the CEA. Attorney Bernstein clarified that the taxable status of the CAFA bonds, that CAFA met the requirements to issue bonds, and the renewal of the CEA with the Parish of Caddo. Attorney Bernstein explained the use of the bonds by CAFA.

Mr. Jackson withdrew his substitute motion.

Mr. Epperson's motion carried, as shown by the following roll call votes: AYES: Commissioners Blake, Burrell, Chavez, Epperson, Hopkins, Jackson, Lazarus, and Young (8). NAYS: None (0). ABSENT: Commissioners Atkins, Gage-Watts, Johnson, Jones, (4). ABSTAIN: None (0).

RESOLUTION NO. 51 OF 2023 A RESOLUTION TO REAUTHORIZE THE PARISH ADMINISTRATOR TO ENTER INTO A COOPERATIVE ENDEAVOR AGREEMENT WITH THE CAPITAL AREA FINANCE AUTHORITY; TO APPROVE THE CAPITAL AREA FINANCE AUTHORITY ISSUING BONDS TO FINANCE LOANS TO FIRSTTIME HOMEBUYERS IN CADDO PARISH, AND OTHERWISE PROVIDING WITH RESPECT THERETO. WHEREAS, Capital Area Finance Authority (CAFA) has several home lending programs that would benefit the citizens of Caddo Parish; WHEREAS, for the citizens of Caddo Parish to take advantage of these Programs, the Parish must have a Cooperative Endeavor Agreement with CAFA; WHEREAS, the Cooperative Endeavor Agreement provides that fees generated by the program are split on a 50-50 basis between CAFA and the Parish; WHEREAS, CAFA proposes to create additional home lending programs which will be funded by tax-free bonds issued by the Capital Area Finance Authority; WHEREAS, those bonds will only be issued on approval of the Louisiana State Bond Commission, and WHEREAS, federal tax law requires that the Parish, as a cooperating jurisdiction, indicate its approval as the "applicable elected representative" of this jurisdiction. NOW, THEREFORE, BE IT RESOLVED by the Caddo Parish Commission in due, regular and legal session convened, that the Caddo Parish Commission does hereby authorize the Parish Administrator to enter into a cooperative endeavor agreement with the Capital Area Finance Authority; BE IT FURTHER RESOLVED that the Caddo Parish Commission authorizes the Parish Administrator to execute a certificate evidencing public approval of bonds pursuant to Section 147(f) of the Internal Revenue Code; BE IT FURTHER RESOLVED that the above documents shall only be executed or entered into after being approved by the Parish Attorney both in form and substance; 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. 52 of 2023 BY THE CADDO PARISH COMMISSION: A RESOLUTION OF FINAL ACCEPTANCE OF STATE PROJECT NO. H.013766, REGARDING LRSP SIGNS AND STRIPING, CADDO PARISH AND OTHERWISE PROVIDING WITH RESPECT THERETO. WHEREAS, a final inspection of the State Project No. H.013766, entitled LRSP Signs and Striping, Caddo Parish, Louisiana; and WHEREAS, all phases of work under the contract with State of Louisiana, Department of Transportation and Development concerning the State Project No. H.013766, LRSP Sign and Striping, Caddo Parish, Louisiana, is final. WHEREAS, the State of Louisiana requires a resolution of completion, satisfaction and acceptance of said work by the Caddo Parish Commission. WHEREAS, Caddo Parish will maintain the sign and striping improvements within Caddo Parish, Louisiana. NOW, THEREFORE, BE IT RESOLVED by the Caddo Parish Commission in due, regular and legal session convened, that the Caddo Parish Commission does hereby accept the State Project No. H.013766, entitled LRSP Sign and Striping, Caddo Parish, Louisiana as satisfactorily completed in accordance with the contract with State of Louisiana, Department of Transportation and Development, sign and striping improvements within Caddo Parish, Louisiana. BE IT FURTHER RESOLVED that Caddo Parish will now maintain the work of the project. BE IT FURTHER RESOLVED that the Parish Administrator and Chief Executive Officer or his designated representative for the Parish of Caddo is hereby authorized to execute any and all documents pertaining to the final acceptance of this project. 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 repeated.

RESOLUTION NO. 53 OF 2023 BY THE CADDO PARISH COMMISSION: A RESOLUTION SUPPORTING OPERATION GREEN LIGHT FOR VETERANS IN CADDO PARISH, LOUISIANA WHEREAS, Caddo Parish citizens appreciate and respect the men and women who have served our country and this community in the Armed Forces; and WHEREAS, the contributions and sacrifices of the men and women who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and WHEREAS, Veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as Veteran Service Officers in all 50 states to help fellow former service members access more than \$272 billion in federal health, disability and

compensation benefits each year; and WHEREAS, approximately 250,000 service members transition to civilian communities annually, and an estimated 20 percent increase of service members will transition to civilian life in the near future; and WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and WHEREAS, Active Military Service Members transitioning from military service are at a high risk for suicide during their first year after military service; and WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and NOW, THEREFORE, BE IT RESOLVED, with designation as a Green Light for Veterans, Caddo Parish hereby declares from October 6th through October 12th, including Veterans Day on November 11th, 2023 a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service; and BE IT FURTHER RESOLVED, that in observance of Operation Green Light, Caddo Parish encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green lights in a window of their place of business or residence from November 6th through the 12th, 2023. 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 of this resolution 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.

WHEREAS, the Caddo Parish Commission joins the Citizens of Caddo Parish in great respect, admiration, and the utmost gratitude for all of the men and women who have selflessly served our country and this community in the Armed Forces; and WHEREAS, the contributions and sacrifices of the men and women who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens and the Caddo Parish Commission seeks to honor these individuals who have paid the high price for freedom by placing themselves in harm's way for the good of all; and WHEREAS, Caddo Parish, is designated an Operation Green Light participant with the National Association of Counties and in keeping with our longstanding tradition of encouraging local governments, businesses and public entities to post 'Thank You' and 'Welcome Veterans' signs during the week of November 5th through November 12th, we are also asking that a green light be displayed on all municipal and public facilities, as well as residential and commercial windows that are visible to the public in recognition of the contributions and sacrifices of the men and women who served and who are still active in the Armed Forces; and WHEREAS, public and private school systems, primary, secondary and higher education institutions are asked to schedule educational programs, whereby veterans and military personnel may serve as guest speakers. Special recognition to our veterans at all religious institutions during religious services is also encouraged; and WHEREAS, all citizens of Caddo Parish and the Northwest Louisiana region are asked to honor our veterans, for protecting our American freedoms. Among the ways that local Veterans will be honored include the public facilities such as the Bakowski Bridge of Lights and the Caddo Parish Courthouse being illuminated in green, an Honor Ceremony to be held at the historic Municipal Auditorium on November 11th and a Veterans Appreciation Day at the State Fair on November 12th where admission and parking will be free for all Veterans, active military and their families with the Veteran's Parade beginning at 2pm; and NOW, THEREFORE, BE IT RESOLVED, by the Caddo Parish Commission meeting in legal and regular session convened during the month of November does hereby proclaim November 5th through November 12th, 2023 as 'Veterans Celebration Week' in Caddo Parish, Louisiana, and urges all citizens in the region to celebrate the 13th Anniversary of 'Veterans Celebration Week' honoring our veterans and their families.

It was moved by Mr. Young, seconded by Mr. Jackson, *to englobe and adopt the following items:*

- *Regular Session Minutes From October 5, 2023*
- *Work Session Minutes From October 17, 2023*

Motion carried, as shown by the following roll call votes: AYES: Commissioners Blake, Burrell, Chavez, Epperson, Hopkins, Jackson, Lazarus, and Young (8). NAYS: None (0). ABSENT: Commissioners Atkins, Gage-Watts, Johnson, Jones, (4). ABSTAIN: None (0).

The Chair gave the presiding of the meeting to Vice President Mr. Young.

- Discussion Of Blue Dome Operating, LLC, Noise Waiver Letter To District 12 Residents

Mr. Epperson discussed District 12 resident received a noise waiver letter from Blue Dome Operating, LLC and citizens had concerned about the offer amounts, term liabilities and shorter dates. Mr. Epperson explained the lengthy history of Blue Dome Operating in District 12 that affected his household personally. Mr. Epperson wanted to know from Legal whether Blue Dome Operating was compliant with the Parish's noise ordinance, and whether compliance officers related to complaints were doing all they could do, and to be provided a public phone number for the Parish personnel that enforces the Parish noise ordinance. Mr. Epperson discussed how complaints would be addressed when fracking had been quieted down, which would affect the response for a compliance check. Mr. Epperson requested that the GIS department to create a map that includes in high definition all of the active drilling areas of Blue Dome Operating LLC and Chesapeake Energy and a highlight of roads and residences.

- Discussion Of Chesapeake Meeting With Residents

Mr. Epperson discussed how offensive the meeting was to him and the residents. MR. Epperson explained that the meeting provided refreshments but the meeting was serious business that affects residential investment. Mr. Epperson explained that he wants to work with the industry and the in that he aggressively works with the Administration and appropriate departments to retrieve the information he requested. Mr. Epperson called a community meeting on November 16th at 6 pm and the location would be announced. Mr. Epperson explained that the data he requested would be present and the noise enforcement would be invited to attend.

It was moved by Mr. Young, seconded by Mr. Epperson, *to suspend the rules and allow a presentation by Mr. Blount.* Motion carried by acclamation.

Mr. Blount played a video showcasing the Fit For Life event that brought economic value to Shreveport-Caddo Parish. Mr. Young discussed Fit For Life's positive impact on the community and the Parish's support of the program.

Mr. Jackson asked for an update from an animal situation at School Park, which Assistant Kelvin Samuel addressed that the officer picked up all three pit bulls and that the situation at School Park was being resolved. Mr. Samuel discussed the situation at Cherokee Park and the delay due to approval of Wildlife licensing.

It was moved by Mr. Jackson, seconded by Mr. Young, *to return to the Regular Session agenda.* Motion carried by acclamation.

There being no further business to come before the Commission, the meeting adjourned at 4:50 p.m.



Linda J. Montgomery
Office Specialist I

**PROCLAMATION
NATIONAL ALZHEIMER 'S AWARENESS MONTH**

WHEREAS, Alzheimer's disease is a progressive disease of the brain causing deterioration in memory, reasoning, motor skills, and the ability to take care of oneself. The impact of Alzheimer's on individuals, families, and our health care system makes the disease one our nation's primary medical, social, and fiscal challenges; and

WHEREAS, Alzheimer's affects every level of society. According to the Center for Disease Control and Prevention: every sixty-six seconds, someone in the United States develops the disease; more than 5 million Americans are living with Alzheimer's; and Alzheimer's is the 6th leading cause of death, and it kills more than breast and prostate cancer combined; and

WHEREAS, Alzheimer's is the most common form of dementia, and the social, emotional, and financial impacts of dementia are felt by everyone—persons with dementia, their families, caregivers, and communities; and

WHEREAS, there is more than 18.1 billion hours of unpaid care per year by caregivers, resulting in Alzheimer's and other dementias causing a negative economic impact, costing the nation approximately \$236 billion; and

WHEREAS, currently, there are no treatments that can prevent, delay, or reverse Alzheimer's disease & stigma leads many people with dementia, and their families, to fear exclusion and differential treatment, preventing them from seeking help and disclosing their diagnosis; and


WHEREAS, early detection provides individuals and families to adjust to the diagnosis and plan for the future; and all Caddo Parish citizens need to be better informed about Alzheimer's disease and other forms of dementia and to work to create more supportive and inclusive communities;

NOW, THEREFORE, BE IT RESOLVED, by the Caddo Parish Commission, that it does hereby proclaim November 2023 as:


'National Alzheimer 's Awareness Month'

in Caddo Parish, Louisiana, and urges all citizens to join with the Parish in recognition of this important month and urges citizens and organizations to educate themselves about Alzheimer's, Dementia and other Brain diseases.

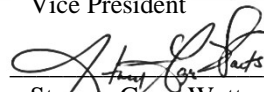
ATTEST:



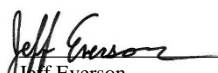
Roy Burrell
President



John Paul Young
Vice President



Stormy Gage-Watts
Parliamentarian



Jeff Everson
Commission Clerk

Caddo Parish Commission

**SPECIAL RESOLUTION OF SUPPORT
STANDING WITH ISRAEL**

WHEREAS, on October 7, 2023, Israel was attacked by Hamas terrorists; and

WHEREAS, this deadly assault took place just after the 50th anniversary of the start of the multi-front Yom Kippur War against Israel; and

WHEREAS, since the first days of the attack, Hamas terrorists have launched multiple rocket attacks and conducted other violent assaults against Israelis, killing over 900 Israelis, killing at least 22 Americans, and injuring over 2,600 people. These terrorists have abducted 100-150 hostages, including children and the elderly, and these numbers are growing each day; and

WHEREAS, Hamas terrorists are directly responsible for the deaths of hundreds of Palestinians and wounding thousands more; and

WHEREAS, the expansion of this war to other fronts would create an even more devastating regional catastrophe; and

WHEREAS, the Parish of Caddo is home to a diverse population, including Jewish American and Palestinian American residents, who are concerned about the safety and security of the people who are impacted by this conflict, including their own families and friends; and


NOW, THEREFORE, BE IT RESOLVED, that the Caddo Parish Commission expresses its solidarity with Israel and stands with Israel as it defends itself against terrorist attacks by Hamas and other terrorists, condemns the brutal violent attacks and slaughter against innocent people, and urges Hamas to immediately release all hostages and end the killing of innocent people.

BE IT FURTHER RESOLVED, that the Caddo Parish Commission stands ready to welcome and support refugees which may arrive in our community as a result of this or similar conflicts; and

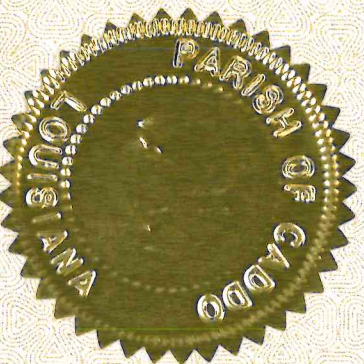
BE IT FURTHER RESOLVED, that the Caddo Parish Commission encourages residents to consider standing in support of Israel, however may be appropriate for them.

ATTEST:


Roy Burrell
President


Stormy Gage-Watts
Parliamentarian


Mario Chavez
District 10




Michelle Nations
Assistant to the Commission Clerk

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

TITLE	
Ordinance <u>6357</u> of 2023	
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 short-term rentals, with all their provisions included herein, and to otherwise provide with respect thereto.	
DATE: 10/19/2023	ORIGINATING DEPARTMENT:
The Shreveport Metropolitan Planning Commission of Caddo Parish (MPC)	
BACKGROUND INFORMATION	
This code text amendment ordinance was initiated by the Caddo Parish Commission in August 2023, and address short-term rentals including, but not limited to, establishing regulations for the permitting of short-term rentals within the jurisdiction of the Caddo Parish Planning and Zoning Commission's planning area, but outside of the corporate limits of the City of Shreveport.	
The intention is for these amendments to mirror similar regulations as those found in the City of Shreveport UDC—which regulates short-term rentals through its general land use and zoning authority. The City established short-term rental regulations in 2021.	
These amendments will affect the following articles of the Caddo Parish UDC: Article 5. – Uses; Article 6. – Use Standards; Article 15. – Application Procedures; and Article 23. – Short-Term Rental Property, establishing a permit registration process, with all provisions included therein.	
FINANCIAL IMPACT AND SOURCE OF FUNDING	
None	
EFFECT(S) OF PROPOSED ACTION	
These changes are consistent with the following provisions of the Shreveport- Caddo 2030 Great Expectations Master Plan:	
<ul style="list-style-type: none"> • Ensuring equitable health and safety outcomes for all; • Ensuring regulatory processes are responsive and efficient; • Making the UDC more customer friendly; and • Revising regulations for best practices and enforcement. 	
ALTERNATIVES/STAFF RECOMMENDATION	
See Exhibit "A" for summary of proposed amendments See Exhibit "B" for amendment details See Exhibit "C" for Table 15-1 See Exhibit "D" for Article 23. SHORT-TERM RENTAL PROPERTY See Exhibit "E" for FAQs See Exhibit "F" for STR Application See Exhibit "G" for STR Guidesheet See Exhibit "H" for STR Permit See Exhibit "I" for PZC Staff Report_23-5-CTAP	
KEY STAFF CONTACT	
Adam Bailey, Community Planning and Design Manager, MPC	
COORDINATION	
Department Head	(Initial)
Parish Administrator/CEO	(Initial)

ORDINANCE NO. 6357 OF 2023

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, RELATIVE TO SHORT-TERM RENTAL PROPERTY, WITH ALL THEIR 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 various new provisions and procedures relative to short-term rental property in Article 5. – Uses; Article 6. – Use Standards; Article 15. – Application Procedures; and Article 23. – Short-Term Rental Property, with all provisions included therein.

I. Article 5, Section 5.2, Table 5-1 USE MATRIX is amended to read as follows:

- Delete the row "~~Transient Vacation Rental~~" from Table 5-1: Use Matrix.
- Add new row "Short-Term Rental Property" as a permitted use (P) / special exception use (E) in the following zoning districts.
 - R-A (P/E)
 - R-E (P/E)
 - R-1-12 (P/E)
 - R-1-10 (P/E)
 - R-1-7 (P/E)
 - R-1-5 (P/E)
 - R-UC (P/E)
 - R-HU (P/E)
 - R-TH (P/E)
 - R-2 (P/E)
 - R-3 (P/E)
 - R-4 (P/E)
 - R-MHS (P/E)
 - C-1 (P/E)
 - C-2 (P/E)
 - C-3 (P/E)
 - C-4 (P/E)
 - C-UC (P/E)
 - C-UV (P/E)
 - D-1-CBD (P/E)
 - D-1-E (P/E)
 - D-1-CMU (P/E)
 - D-1-RMU (P/E)
 - D-1-AC (P/E)
 - D-1-HC (P/E)
 - I-MU (P/E)

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

ARTICLE 5. – USES

5.3– USE DEFINITIONS

* * * * *

Bed and Breakfast. A single-family residential dwelling, or portion of a residential dwelling, where a resident and/or owner, who lives on the premises, provides lodging for a daily fee in guest rooms with no in-

~~room-cooking facilities and prepares meals for guests. A bed and breakfast may include dining facilities.~~

~~* * * * *~~

Short-Term Rental Property (STR). Defined in Article 23.

~~* * * * *~~

~~Transient Vacation Rentals. A dwelling or a room or suites of rooms, with or without culinary facilities, is subject to a transient vacation rental agreement with an occupancy duration of fewer than 30 days. All transient vacation rentals must be licensed by the Director of Finance.~~

~~* * * * *~~

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

ARTICLE 6. – USE STANDARDS

6.1– PRINCIPAL USE STANDARDS

~~* * * * *~~

E. Bed and Breakfast

1. The exterior of a bed and breakfast must maintain its original appearance as a single-family dwelling. Parking for any bed and breakfast shall comply with all applicable parking provisions as described in Article 9 of this Code. All vehicles shall be parked in designated parking areas, and parking is prohibited in any landscaped area. No parking may be located in front of the front building line.
2. Cooking facilities are prohibited in individual guest rooms.
- ~~3. Leasing a common dining area for social events is prohibited. No retail sales are permitted.~~
- ~~4.~~3. Breakfast must be served to guests at a minimum. Meals may only be served to registered guests unless the meal is part of a special event. Special events may only be allowed through a temporary use permit approved by the Zoning Administrator.
- ~~5.~~4. Guest stays are limited to a maximum of 14 consecutive days.
- ~~6.~~5. Bed and breakfasts are limited to a maximum of eight guests. Bed and breakfast facilities are limited to having six (6) or less guest rooms, and may not exceed two (2) adults per room. If the bed and breakfast wishes to allow more than the maximum number of allowed rooms and/or adults per room, special exception use approval by the Zoning Board of Appeals is required.
- ~~7.~~6. One sign, either freestanding or wall, is permitted. Such a sign may not exceed six square feet and is limited to five feet in height.
- ~~8.~~7. Bed and breakfasts are permitted to host private events including, but not limited to, wedding receptions, holiday parties, and fundraisers luncheons, banquets, parties, weddings, meetings, charitable fundraising, commercial or advertising activities, or other similar gatherings for direct or indirect compensation, but must obtain a temporary use permit in accordance with Article 16. Private events may include food and beverages that are prepared and served on-site or by a caterer to invited guests. Live entertainment may be provided as an ancillary use as part of an event.

~~* * * * *~~

KK. Short-Term Rental Property

All Short-Term Rental properties are subject to all regulations, standards, and permit registration process as established in Article 23 of this Code, as well as any law, ordinance, or regulation established in the Caddo Parish Code of Ordinances.

* * * * *

LL. Transient Vacation Rentals

~~All transient vacation rentals are subject to the requirements of this Code and the following standards:~~

- ~~1. Transient Occupants means any person or guest or invitee of such person who occupies or is in actual or apparent control or possession of residential property registered as a Vacation Rental.~~
- ~~2. Transient Vacation Rental shall mean any dwelling unit that is advertised or held out to the public to be rented to Transient Occupants.~~
- ~~3. All transient vacation rentals must be licensed by the Director of Finance.~~

* * * * *

IV. Article 15, Section 15.1 is amended by substituting Exhibit C hereto in place of the existing Table 15-1.

V. Add Article 23, as referenced hereto in Exhibit D.

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
SUMMARY MINUTES OF THE PUBLIC HEARING SEPTEMBER 27, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, September 27, 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
Adam Bailey, Community Planning & Design Manager
Kamrin Hooks, Executive Assistant/Planner 1
Donna Frazier, Parish Attorney's Office
Tanner Yeldell, City Attorney's Office
Stephen Jean, Deputy Director
Reginald Jordan, Zoning Administrator

Members Absent

None

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

The meeting was called to order & the procedure for hearing the applications on today's agenda was explained. Speakers should speak clearly into the microphone & give their name & mailing address for further reference. Comments on any item not on the agenda will be limited to 3 minutes at the end of the public hearing. Any written comments that were submitted may be viewed in the public record files.

All decisions rendered by the 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 August 23, 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. 23-5-CTAP CODE TEXT AMENDMENT

Applicant: Caddo Parish Planning and Zoning Commission (PZC)
Request: Code Text Amendments to the Caddo Parish UDC regarding Short-Term Rental Property

Representative &/or support:

Stacy Brown, Visit Shreveport-Bossier 629 Spring St, Shreveport, La, 71101

Brown stated that short-term rentals are a growing industry. She insisted that if done right, proper regulation would protect both property owners and visitors. Brown said that short-term rental regulation is beneficial because it would provide basic standards for people to meet like providing smoke detectors or other safety measures that are included in the amendment.

MARCHIVE asked if hotels or motels object to short-term rentals. Brown stated that they just want a level playing field where short-term rentals have as many regulations as they do. No further discussion ensued.

Opposition:

Oren Welborn 1231 Pine Island Rd, Shreveport, La, 71107

Welborn stated he operates short-term properties and after reading the amendment he has several concerns. He stated that short-term rentals in the parish are different and operate differently than ones in the city. He stated for example, there are fewer options in the parish, so profit is high as well as there a distinct rural character that the city short-term rentals do not give because they are surrounded by many other properties. He stated that his short-term rental properties, as well as other properties in the area are separated by any other business or residence. Welborn stated that short-term rental owners invest so much in their properties, that they regulate them themselves. He stated that as a short-term rental owner with sites such as Airbnb, they have regulations that people must abide by, and the owners have their own rules and regulations for themselves and tenants. Welborn said that only the best rental properties make money, and so reviews regulate things like safety and accessibility. He claimed that an official amendment is unnecessary and an overreach of the government because short-term rentals are self-governing. He closed by saying that this amendment was a violation of civil liberties.

GREEN asked if the short-term rental that Welborn operates was his primary residence. She also asked him how often his rental was booked. Welborn answered that he leaves the entire Airbnb calendar open and whenever it is booked, he leaves.

HUMPHRY asked the opposition who the governing body was of the rental properties over the tenants. Welborne answered that it is self-governing, based on the reviews.

NEUBERT then asked if the rental property does not have safety measures like a smoke alarm, will the listing be removed by the site (Airbnb) used to advertise the rental. Welborn answered that the renter could contact Airbnb and get them to launch an investigation based on the concern.

NEUBERT then asked for clarification on what Welborn was opposing in the amendment. Welborn answered that the existing rules on the platform for the rentals are enough safety parameters and regulations.

MARCHIVE asked if Welborn would object to having a fee for owning a short-term rental, to which he replied yes.

No further discussion was had.

The Parish Attorney FRAIZER advised for any Board members who own a short-term rental to recuse themselves from voting. BROWN recused himself from voting.

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 5-0 vote: Ayes: Messrs. HUMPHREYS & MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: NONE ABSTAIN: Messrs. BROWN.

END OF PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

OTHER MATTERS TO BE REVIEWED BY THE COMMISSION

CHAIR/BOARD MEMBER'S COMMENTS

ADJOURN 4:54 p.m.

draft

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

CADDO PARISH UDC CODE TEXT AMENDMENT SUMMARY: 23-5-CTAP
— Short-Term Rentals—

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 the 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.

MPC Case #23-5-CTAC recommends nine (9) text amendments at this time.

REQUEST: To revise Articles 5, Article 6, and Article 15 of the Caddo Parish DC, and add Article 23 to the Caddo Parish UDC, relative to short-term rental requirements, with all provisions included therein.

FINDINGS: Staff certifies that the proposed UDC amendments are consistent with the master plan.

CASE HISTORY:

- In August 2023, in order to help address the negative impacts of short-term rentals with the PZC's planning limits, the Caddo Commission requested text amendments to the UDC regarding short-term rental permitting.
- Proposed revisions were to mirror those of the Shreveport UDC.

MASTER PLAN CONSISTENCY: These amendments are consistent with the 2030 Great Expectations Master Plan:

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

STAFF ANALYSIS:

- Currently, provisions in the Caddo Parish UDC do not adequately address short-term rentals. MPC staff agree that these uses may have a tendency to have problematic external effects on neighborhoods.
- To date, more than 360 STRs are operating in the MPC's Planning Limits (+/-330 in the City, +/-30 in the PZC).
- In 2017, one (1) STR was identified as operational in Caddo Parish; today, close to 30 STR's are operating.
- These proposed amendments would require all short-term rentals properties (in the PZC's planning limits) to have a valid STR permit—either a 'Type A' or 'Type B'—and said permits would require renewal every two (2) years.
- 'Type A' means a portion of the property is rented out (i.e., a bedroom or ADU), with a maximum of 2 adults per bedroom; and approved administratively.
- 'Type B-1' means the whole unit/property is rented out, with a maximum of 10 guests allowed, and is also approved administratively. 'Type B-2' means that either the applicant wants to allow more than 10 guest to stay, or there are more than three (3) approved STR within 500' of that proposed application. 'Type B-2' permits require Special Exception approval by the PZC.
- Recommended fees for STR Permits are \$150 for 'Type A' and \$250 for 'Type B'.

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

RECOMMENDED UDC AMENDMENTS. 23-5-CTAP.

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. Sometimes those revisions reflect the changing nature of business in the community, and sometimes they are to correct "errors" in the Code.

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

Explanations: The purpose of these short-term rental amendments is to establish regulations, standards, and a permit registration process governing the renting of privately owned residential dwelling units on a short-term basis; ensure the collection and payment of sales and occupancy taxes, as established in the Shreveport Code of Ordinances; ensure that short-term rental activities do not threaten the character of residential neighborhoods; ensure the protection of the existing housing rental stock; and ensure that such short-term rental activities do not become a nuisance or threaten the public health, safety or welfare of neighboring properties.

Likewise, as part of these amendments, definitions and use standards for bed and breakfast are also being proposed to best reflect its relationship with the short-term rental property as a separate use.

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

- Delete "~~Transient Vacation Rental~~" from the Use Matrix.
- Add "Short-Term Rental Property" as a permitted use (P) / special exception use (E) in the following zoning districts.

○ R-A (P/E)	○ C-1 (P/E)
○ R-E (P/E)	○ C-2 (P/E)
○ R-1-12 (P/E)	○ C-3 (P/E)
○ R-1-10 (P/E)	○ C-4 (P/E)
○ R-1-7 (P/E)	○ C-UC (P/E)
○ R-1-5 (P/E)	○ C-UV (P/E)
○ R-UC (P/E)	○ D-1-CBD (P/E)
○ R-HU (P/E)	○ D-1-E (P/E)
○ R-TH (P/E)	○ D-1-CMU (P/E)
○ R-2 (P/E)	○ D-1-RMU (P/E)
○ R-3 (P/E)	○ D-1-AC (P/E)
○ R-4 (P/E)	○ D-1-HC (P/E)
○ R-MHS (P/E)	○ I-MU (P/E)
- Delete "Transient Vacation Rental" from the Use Matrix.

Explanation: Depending on the Short-Term Rental Permit—whether 'Type A,' Type B-1' or Type B-2,' a short short-term rental property will either be a permitted use by-right (P) or will require a Special Exception Use (E), which requires review and approval by the Zoning Board of Appeals.

[Note (1): See Exhibit "C" for revised Table 5-1]

2. Amend definition for "Bed and Breakfast " in ARTICLE 5. USES, SECTION 5.3 USE DEFINITIONS in the Caddo Parish UDC.

5.3 USE DEFINITIONS

Bed and Breakfast. A ~~single family~~ residential dwelling, or portion of a residential dwelling, where a resident and/or owner, who lives on the premises, provides lodging for a daily fee ~~in guest rooms with no in-room cooking facilities~~ and prepares meals for guests. A bed and breakfast may include dining facilities.

3. Add new definition for "Short-Term Rental Property" in ARTICLE 5. USES, SECTION 5.3 USE DEFINITIONS in the Caddo Parish UDC.

5.3 USE DEFINITIONS

Short-Term Rental Property (STR). Defined in Article 23.

4. Delete definition "Transient Vacation Rentals " in ARTICLE 5. USES, SECTION 5.3 USE DEFINITIONS in the Caddo Parish UDC.

5.3 USE DEFINITIONS

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~~Transient Vacation Rentals. A dwelling or a room or suites of rooms, with or without culinary facilities, is subject to a transient vacation rental agreement with an occupancy duration of fewer than 30 days. All transient vacation rentals must be licensed by the Director of Finance~~

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5. Amend use standard "Bed and Breakfast" in ARTICLE 6. USE STANDARDS, SECTION 6.1 PRINCIPAL USE STANDARDS, Subsection 6.1.E in the Caddo Parish UDC to now read as follows.

6.1 PRINCIPAL USE STANDARDS

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E. Bed and Breakfast

1. The exterior of a bed and breakfast must maintain its original appearance as a single-family dwelling. Parking for any bed and breakfast shall comply with all applicable parking provisions as described in Article 9 of this Code. All vehicles shall be parked in designated parking areas, and parking is prohibited in any landscaped area. ~~No parking may be located in front of the front building line.~~
2. Cooking facilities are prohibited in individual guest rooms.
- ~~3. Leasing a common dining area for social events is prohibited. No retail sales are permitted.~~
- ~~4.3.~~ Breakfast must be served to guests at a minimum. Meals may only be served to registered guests unless the meal is part of a special event. Special events may only be allowed through a temporary use permit approved by the Zoning Administrator.
- ~~5.4.~~ Guest stays are limited to a maximum of 14 consecutive days.
- ~~6.5.~~ Bed and breakfasts are limited to a maximum of eight guests. Bed and breakfast facilities are limited to having six (6) or less guest rooms, and may not exceed two (2) adults per room. If the bed and breakfast wishes to allow more than the maximum number of allowed rooms and/or adults per room, special exception use approval by the Zoning Board of Appeals is required.
- ~~7.6.~~ One sign, either freestanding or wall, is permitted. Such a sign may not exceed six square feet and is limited to five feet in height.
- ~~8.7.~~ Bed and breakfasts are permitted to host private events including, but not limited to, ~~wedding receptions, holiday parties, and fundraisers~~ luncheons, banquets, parties, weddings, meetings, charitable fundraising, commercial or advertising activities, or other similar gatherings for direct or indirect compensation, but must obtain a temporary use permit in accordance with Article 16. Private events may include food and beverages that are prepared and served on-site or by a caterer to invited guests. Live entertainment may be provided as an ancillary use as part of an event.

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6. Add new use standard "Short-Term Rental Property" as "KK " in ARTICLE 6. USE STANDARDS, SECTION 6.1 PRINCIPAL USE STANDARDS in the Caddo Parish UDC to now read as follows. Re-alphabetize all subsequent uses accordingly.

6.1 PRINCIPAL USE STANDARDS

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KK. Short-Term Rental Property

All Short-Term Rental properties are subject to all regulations, standards, and permit registration process as established in Article 23 of this Code, as well as any law, ordinance, or regulation established in the Caddo Parish Code of Ordinances.

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7. Delete use standard "Transient Vacation Rentals" in ARTICLE 6. USE STANDARDS, SECTION 6.1 PRINCIPAL USE STANDARDS in the Caddo Parish UDC. Re-alphabetize all subsequent uses accordingly.

6.1 PRINCIPAL USE STANDARDS

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~~LL. Transient Vacation Rentals~~

~~All transient vacation rentals are subject to the requirements of this Code and the following standards:~~

- ~~1. Transient Occupants means any person or guest or invitee of such person who occupies or is in actual or apparent control or possession of residential property registered as a Vacation Rental.~~
- ~~2. Transient Vacation Rental shall mean any dwelling unit that is advertised or held out to the public to be rented to Transient Occupants.~~
- ~~3. All transient vacation rentals must be licensed by the Director of Finance.~~

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8. Add new row "Short-Term Rental" to Table 15-1 in ARTICLE 15. APPLICATION PROCEDURES, SECTION 15.1 APPLICATION, SUBSECTION 15.1.F in the Shreveport UDC.

[Note (1): See Exhibit "D" TABLE 15-1: SUMMARY OF APPLICATION ACTIONS]

9. Add new ARTICLE 23. SHORT-TERM RENTAL PROPERTY in the Caddo Parish UDC.

[Note (2): See Exhibit "E" ARTICLE 23. SHORT-TERM RENTAL PROPERTY]

TABLE 15-1: SUMMARY OF APPLICATION ACTIONS							
APPLICATIONS	ADMINISTRATORS						
	Zoning Administrator	Historic Preservation Commission (HPC)	Executive Director	Caddo Parish Planning and Zoning Commission (PZC)	Parish Commission	Caddo Parish Civil District Court	Unified Development Code Source Cited
Parish Commission							
Code Text Amendment			RR	PH & RR	D	A	Section 16.1
Zoning Map Amendment (Zoning Change)			RR	PH & RR	D	A	Section 16.2
Planned Unit Developments (PUD & SPUD)			RR	PH & RR	D	A	Section 16.8
Variance to Zoning			RR	PH & D		A	Section 16.4
Special Exception Use			RR	PH & D	A		Section 16.5
Appeal to Staff Administrative Decisions				R & D		A	Section 16.13
Caddo Parish Planning and Zoning Commission							
Special Use Permit			RR	PH & D	A	A	Section 16.3
Site Plan Review – MPC			RR	D		A	Section 16.7
Subdivision – Major			RR	PH & D	A	A	Article 17
Subdivision – Minor			RR	D	A	A	Article 17
Executive Director							
Administrative Exception to Zoning			R & D	A			Section 16.6
Site Plan Review – Administrative			R & D	A			Section 16.7
Zoning Interpretation	R		R & D	A			Section 16.10
Subdivision – Administrative			R & D		A	A	Article 17
Zoning Administrator							
Sign Permit	R & D			A			Section 16.9
Temporary Use Permit	R & D		R	A			Section 16.11
Certificate of Occupancy (CO)	R & D			A			Section 16.12
Short-Term Rental Permit	R & D			A	A	A	Article 23
KEY							
R = Review		RR = Review & Recommendation		PH – Public Hearing		D = Decision	A = Appeal

Article 23. SHORT-TERM RENTAL PROPERTY

ARTICLE 23. SHORT-TERM RENTAL PROPERTY

<u>23.1</u>	<u>PURPOSE</u>
<u>23.2</u>	<u>DEFINITIONS</u>
<u>23.3</u>	<u>ZONING AND RESIDENTIAL TYPE RESTRICTIONS</u>
<u>23.4</u>	<u>PERMIT REQUIRED</u>
<u>23.5</u>	<u>PERMIT TYPES AND USE STANDARDS</u>
<u>23.6</u>	<u>PERMIT APPLICATION, PROCEDURE, EXPIRATION, AND RENEWAL</u>
<u>23.7</u>	<u>LOCAL REPRESENTATIVE REQUIRED</u>
<u>23.8</u>	<u>HEALTH AND SAFETY STANDARDS</u>
<u>23.9</u>	<u>FEES AND TAXES</u>
<u>23.10</u>	<u>VIOLATIONS, PENALTIES, AND ENFORCEMENT</u>
<u>23.11</u>	<u>EXISTING SHORT-TERM RENTAL PROPERTY</u>
<u>23.12</u>	<u>APPEALS</u>

23.1 PURPOSE

- A. This Article shall apply to only short-term rental properties, as defined herein. A short-term rental property may be known, cited, or referred to as "short-term rentals" or "STR."
- B. The purpose of this Article is to establish regulations, standards, and a permit registration process governing the renting of privately owned residential dwelling units on a short-term basis; ensure the collection and payment of sales and occupancy taxes, as established in the Caddo Parish Code of Ordinances; ensure that short-term rental activities do not threaten the character of residential neighborhoods; ensure the protection of the existing housing rental stock; and ensure that such short-term rental activities do not become a nuisance or threaten the public health, safety or welfare of neighboring properties.
- C. This Article shall not supersede any private conditions, covenants, or restrictions applicable to a short-term rental property.

23.2 DEFINITIONS

For purposes of this Article, the following terms shall have the following meanings:

Commercial Meetings. Commercial meetings include, but not limited to, luncheons, banquets, parties, weddings, meetings, charitable fundraising, commercial or advertising activities, or other similar gatherings for direct or indirect compensation.

Host. Any person, who is the owner of a record of residential real property, or the lessee of residential real property under a written agreement for the lease of such real property, who offers that dwelling unit, or portion thereof, for short-term rental property either through a hosting platform or individually.

Hosting Platform. A marketplace, in whatever form or format, facilitates short-term rental property through advertising using any medium of facilitation, and the form in which the host uses the said platform to derive revenue, including booking fees or advertising revenue, from providing or maintaining the marketplace.

Local Representative. An individual locally located during the entire length of the short-term rental period who has access to the licensed premises and is authorized to make decisions regarding the licensed premises.

Professional Property Management Firm. An entity that is comprised of one or more professional property managers who oversee the operation, control, and maintenance of the real estate and physical property. This can include residential, commercial, and land real estate.

Professionally Managed Short-Term Rental: A short-term rental that is managed, operated, or controlled by a professional property management firm that oversees the operation, control, and maintenance of a short-term rental.

Resident. An individual or family who resides in the dwelling unit. The resident can be the owner or host of the short-term rental.

Article 23. SHORT-TERM RENTAL PROPERTY

Short-Term Rental Permit. A permit, issued by the Office of the Metropolitan Planning Commission, stating that the applicant is using a residential dwelling unit, accessory dwelling unit, or any room therein, as a short-term rental and that the said residential dwelling unit, as stated in the application, is up to code and complies with all health and safety regulations. There are three types of short-term rental permits: 'Type A,' 'Type B-1' and 'Type B-2.'

Short-Term Rental Permit 'Type A'. A Short-Term Rental Permit 'Type A' is the permit required for a host to rent a portion of a dwelling unit (i.e., individual bedroom or bedrooms) or an accessory dwelling unit (i.e., garage apartment or carriage house) is rented by a host to overnight guests. Commercial meetings, special events, or any other similar event as defined by this Article, which have the potential to cause traffic, parking, noise, or other impacts to the neighborhood are prohibited as part of any short-term-rental operation.

Short-Term Rental Permit 'Type B'. A Short-Term Rental Permit 'Type B' is the permit required for a host to rent an entire dwelling unit to overnight guests. A Short-Term Rental Permit 'Type B' can either be a 'Type B-1,' which is approved administratively by the Zoning Administrator, or a 'Type B-2,' which requires approval by the Zoning Board of Appeals. Commercial meetings, special events or any other similar event as defined by this Article which have the potential to cause traffic, parking, noise, or other impacts to the neighborhood are prohibited as part of any short-term-rental operation.

Short-Term Rental Property. A residential dwelling unit, accessory dwelling unit, or any room therein, available for rent for a term of less than thirty (30) consecutive calendar days, but excluding bed and breakfast and single-room occupancy.

Short-Term Renter. A person who exercises occupancy, or is entitled to occupancy as a short-term rental, because of concession, permit, right of access, license, or other agreement for a period of thirty (30) or fewer consecutive calendar days. Portions of days shall be counted as full calendar days.

23.3 ZONING AND RESIDENTIAL TYPE RESTRICTIONS

A. Any short-term rental property shall only operate in the allowable zoning districts as indicated within the Use Matrix, as described in Article 5 of this Code.

B. A short-term rental property is only allowed in the following residential structure types:

1. Single-Family Residence, Detached (e.g., a stand-alone single-family dwelling unit)
2. Single-Family Residence, Attached (e.g., a duplex, containing two units, where each unit is on a separate lot)
3. Two-Family Dwelling Unit (e.g., a duplex, on one lot, containing two units)
4. Multi-Family Unit (e.g., an apartment or triplex)
5. Townhouse
6. Accessory Dwelling Unit (as allowed per the Use Matrix in Article 5 of this Code)
7. A Mixed-Used Property (e.g., residential dwelling above the ground floor)
8. A Manufactured Home

23.4 PERMIT REQUIRED

No person or entity shall operate a short-term rental property, or advertise a residential property for use as a short-term rental, without the owner of the property first having obtained a short-term rental permit, either 'Type A,' 'Type B-1' or 'Type B-2,' as described in Section 23.5 of this Article, issued by the Zoning Administrator, or their designee.

23.5 PERMIT TYPES AND USE STANDARDS

Any host wishing to rent their dwelling unit, or portion thereof, for short-term rental, shall apply for one of the following short term rental types:

Article 23. SHORT-TERM RENTAL PROPERTY

A. Short-Term Rental Permit, 'Type A'

1. **When Required.** A Short-Term Rental Permit 'Type A' is required when a portion of a dwelling unit (i.e., individual bedroom or bedrooms) or an accessory dwelling unit (i.e., garage apartment) is rented by a host to overnight guests and no commercial meetings are held. Maximum occupancy of the short-term rental property shall comply with the approved short-term rental application.
2. **Notification.** As part of the application submittal process for a Short-Term Rental Permit 'Type A,' the applicant must prepare a notification letter that describes the operation and the number of bedrooms that will be rented to overnight guests and how to contact the owner or host by phone. The notification letter shall be mailed or delivered to all recognized organizations and owners of property abutting and directly across the street from the short-term rental upon issuance of the short-term rental permit. A copy of the notification letter and list with the names and addresses of all property owners and organizations that received said notification is required at the application submittal.
3. **Administrative Approval.** A Short-Term Rental Permit 'Type A' may be approved administratively by the Zoning Administrator.
4. **Allowed Structure Type.** A short-term rental property that requires a Short-Term Rental Permit 'Type A' is allowed only in the residential structure types as described in Section 23.3 of this Article.
5. **Accessory Dwelling Units.** On sites with an accessory dwelling unit, the resident can live in the primary or accessory dwelling unit and rent bedrooms in either dwelling unit.
6. **Number of Overnight Guests.** The total number of adults occupying a dwelling unit with an approved Short-Term Rental Permit 'Type A' may not exceed two (2) adults per bedroom.
7. **Parking.** Parking for Short-Term Rental Permit 'Type A' properties shall comply with all applicable residential parking provisions as described in Article 9 of this Code. All vehicles shall be parked in designated parking areas, and parking is prohibited in any landscaped area.
8. **Advertising.** All advertisements for any short-term rental property, as defined in this Code, must list the short-term rental permit number.
9. **Special Events Prohibited.** Weddings, corporate events, commercial functions, large parties, and other similar events which have the potential to cause traffic, parking, noise, or other impacts to the neighborhood are prohibited as part of any short-term-rental operation.

B. Short-Term Rental Permit, 'Type B'

1. **When Required.** A Short-Term Rental Permit 'Type B' is required when a host rents an entire dwelling unit to overnight guests. A Short-Term Rental Permit 'Type B' can either be 'Type B-1' or 'Type B-2'. Maximum occupancy of the short-term rental property shall comply with the approved short-term rental application.
2. **Notification.** As part of the application submittal process for a Short-Term Rental Permit 'Type B,' the applicant must prepare a notification letter that describes the operation and the total number of allowed overnight guests, and how to contact the owner or host by phone. The notification letter shall be mailed or delivered to all recognized organizations and owners of property abutting and directly across the street from the short-term rental upon issuance of the short-term rental permit. A copy of the notification letter and list with the names and addresses of all property owners and organizations that received said notification is required at the application submittal.
3. **Administrative Approval.** A Short-Term Rental Permit 'Type B-1' may be approved administratively by the Zoning Administrator if the total number of allowable overnight guests of the proposed short-term rental does not exceed ten (10) adults, nor does the proposed short-term rental property require special exception use approval due to distancing requirements.
4. **Special Exception Use Approval.** A Short-Term Rental Permit 'Type B-2' may only be allowed as a special exception use, and requires review and approval by the Zoning Board of Appeals per the requirements of Section 16.6 when:

Article 23. SHORT-TERM RENTAL PROPERTY

- a. Number of Overnight Guests. The host of a short-term rental property requests the total number of allowable overnight guests to exceed ten (10) adults.
 - b. Distance Requirements. No more than three (3) approved 'Type B' short-term rental permits shall be located within a 500 foot radius of an approved short-term rental permit, as measured from a point of the lot line on which such use is proposed to be located to the nearest point on the lot line on which any other of the same user is located, without the approval of a special exception use by the Caddo Parish Planning and Zoning Commission.
 - c. Discretion of the Executive Director. At any time during the review process for a Short-Term Rental 'Type-B' Permit, the Executive Director may determine that administrative approval is not appropriate and that special exception use approval shall be required if the proposal will not be compatible with the adjacent and surrounding properties or if the applicant fails to meet the any standards for the permit as described herein.
 - d. Exceptions. Only 'Type B' permit applications have STR distance requirements. No Short-Term Rental Permit 'Type A' application is subject to distance requirement under this Code, nor will any approved Short-Term Rental Permit 'Type A' property trigger any distance requirements for a proposed Short-Term Rental Permit 'Type B' application.
 - e. Reserved.
 - f. Special Exception Use Approval Standards of Short-Term Rentals. The Caddo Parish Planning and Zoning Commission or, on appeal, the Caddo Parish Commission, must consider the following approval standards for short-term rentals.
 - i. Health and Safety. Whether the design, location, and operating plans must be such that the public health, safety and/or welfare is protected.
 - ii. Land Use. Whether the proposed special exception use is compatible with the general land use of adjacent properties and other property within 300 feet.
 - iii. Neighborhood Impact. Whether the proposed short-term rental will adversely affect the neighborhood character.
 - iv. Parking. Whether the proposed special exception use is in compliance with the required parking standards for the designated land use (i.e., with there be sufficient parking to accompany a short-term rental).
 - v. Contact Information. Whether the applicant or authorized agent has provided information sufficient to verify a qualified person will be available to be contacted about use of the short-term rental during and after business hours.
 - vi. Notice to Neighbors. Has the licensee or authorized agent either mailed, or otherwise distributed by hand, a flier to neighbors within a 500-foot radius of the short-term rental property address outlining the proposed use and owner or representative contact information.
- Note: All existing short-term rental properties, as of the effective date of this Article, that do not meet the spacing requirement are deemed conforming. Such deemed conforming status is terminated when the short-term rental property ceases to operate or when any required permits are revoked or not renewed.**
5. Allowed Structure Type. A short-term rental property that requires a Short-Term Rental Permit 'Type B-1' or 'Type B-2' is allowed only in the residential structure types as described in Section 23.3 of this Article.
 6. Parking. Parking for Short-Term Rental Permit 'Type B-1' or 'Type B-2' properties shall comply with all applicable residential parking provisions as described in Article 9 of this Code. All vehicles shall be parked in designated parking areas, and parking is prohibited in any landscaped area.
 7. Advertising. All advertisements for any short-term rental property, as defined in this Code, must list the short-term rental permit number.

Article 23. SHORT-TERM RENTAL PROPERTY

8. Neighborhood Participation Plan. The Executive Director, or their designee, may require the applicant of a Short-Term Rental Permit 'Type B-1' or 'Type B-2' to participate in the Neighborhood Participation Plan, as described in Section 15.4 of this Code, due to the short-term rental property's sensitive nature, proximity to the neighborhood or where unusual circumstances, common sense and good judgment dictate. The Executive Director will evaluate each Type B Short-Term Rental Property application on a case-by-case basis and decide accordingly.

23.6 PERMIT APPLICATION, PROCEDURE, EXPIRATION, AND RENEWAL

- A. The Office of the Metropolitan Planning Commission, along with the Caddo Parish Finance Department, shall develop a short-term rental property application packet with all operational requirements, as required within this Code and the Caddo Parish Code of Ordinances. Said application shall be submitted by any potential host or property owner at least thirty (30) days before beginning any short-term rental operations with the jurisdiction of the PZC.
- B. A short-term rental permit shall expire two (2) years after it is issued. Short-term rental permits may be renewed upon the payment of a renewal fee to cover the applicant renewal screening. All renewal requests are encouraged to be received at least 30 days prior to the expiration date for their existing permit.
- C. A short-term rental property permit shall not be transferred or assigned to another individual, person, entity, or address, nor shall the permit authorize any person, other than the person named therein, to operate a short-term rental property on that property. A short-term rental permit does not run with the land.
- D. All short-term rental permits shall require annual registration when the title of the short-term rental transfers to a new owner or when any changes in ownership of a short-term rental property occur.
- E. A short-term rental permit may be renewed every two (2) years if the operator completes the following, as applicable: (1) pays the renewal fee; (2) provides information concerning any changes to the previous application for, or renewal of, the short-term rental property registration; (3) submits records for the last year to demonstrate compliance with this Article; and (4) provides the 3 years of the property tax reporting and revenue tax reporting. Failure to submit a renewal application to the MPC at least thirty (30) days prior to the expiration of the registration shall render the registration and permission to operate a short-term rental property null and void.
- F. At least thirty (30) days prior to any advertising of a short-term rental property, the owner, host, or property management firm shall register the short-term rental property with the Office of the MPC, on forms supplied by the Office of the MPC. For professionally managed short-term rental property, registration for multiple short-term rental properties may be made by filing a complete list of all the short-term rental property within the Planning Limits of the PZC, managed by such firm, on forms supplied by the Office of the MPC and the list shall be updated at least quarterly.
- G. No short-term rental application shall be accepted without signature by the owner or the property management firm, under penalty of perjury, acknowledging that the short-term rental is in habitable condition and complies with the health and safety standards set forth in this Article.

23.7 LOCAL REPRESENTATIVE REQUIRED

- A. Each owner or property management firm shall appoint a person who is available twenty-four (24) hours per day, seven (7) days per week, to serve as the local representative for the short-term rental and shall respond on-site within sixty (60) minutes to complaints regarding a condition or operation of the short-term rental or the conduct of the short-term renters; and take remedial action to resolve any or all complaints.
- B. The owner or property management firm shall notify the Zoning Administrator or designee in writing of the appointment of a local representative within seven (7) days of such appointment or modification of any such appointment, including contact information.

23.8 HEALTH AND SAFETY STANDARDS

Article 23. SHORT-TERM RENTAL PROPERTY

Each short-term rental property, at all times, shall comply with the following standards, as well as any property standards and fire prevention standards established in the Caddo Parish Code of Ordinances, while the short-term rental is occupied:

- A. Buildings, structures, or rooms shall not be used for purposes other than those for which they were designed or intended.
- B. Roofs, floors, walls, foundations, ceilings, stairs, handrails, guardrails, doors, porches, all other structural components and all appurtenances thereto shall be capable of resisting any and all forces and loads to which they may be normally subjected and shall be kept in sound condition and in good repair.
- C. Smoke detectors, carbon monoxide detectors, and fire extinguishers shall be installed and operable, and all wood-burning fireplaces and stoves shall be cleaned on an annual basis.
- D. An operable toilet, sink, and either a bathtub or shower shall be located within the same building, and every room containing a toilet or bathtub/shower shall be completely enclosed by walls, doors, or windows that will afford sufficient privacy.
- E. The appropriate level of trash and recycling receptacles should be maintained so there is no overflow of trash and recycling on the property.
- F. Maximum occupancy of the short-term rental property shall comply with the approved short-term rental permit type, as described on the approved short-term rental application.

23.9 **FEES AND TAXES**

- A. All fee(s) for short-term rental property shall be set forth by the Caddo Parish Commission.
- B. For each short-term rental property, all applicable Parish Sales Taxes, as well as any Occupancy Taxes, shall be timely collected and remitted.
- C. All professionally managed short-term rental property may submit one tax payment for multiple properties, so long as there is sufficient supporting information to identify each individual short-term and the taxes collected on such short-term rental.

23.10 **VIOLATIONS, PENALTIES, AND ENFORCEMENT**

- A. It is unlawful to violate any provision of this Article. Each day of violation shall be deemed a separate offense and be punishable as such.
- B. Violation of any term, condition, requirement, or duration of a short-term rental permit approved under this Article is unlawful, and will constitute a violation of this Code, and will subject the violator to the penalties set forth in Article 19 (Enforcement). In addition, the short-term rental permit may be revoked or suspended following public hearings by the Caddo Parish Planning and Zoning Commission and the Caddo Parish Commission, if appealed.
- C. Enforcement of this Article may be initiated in any of the following ways:
 - 1. The Zoning Administrator is authorized to revoke any short-term rental permit, as well as issue any zoning violations to the property owner to which the short-term rental is operating.
 - 2. Authorized personnel from the Caddo Parish Finance Department may revoke any short-term rental permit if they determine that the short-term rental permit is violating any applicable ordinances, statutes, rules, and regulations of the Parish and/or the State of Louisiana.
 - 3. Authorized personnel from the Caddo Parish Sheriff's Office may issue citations for any short-term rental if they determine that the short-term rental is violating any applicable ordinances, statutes, rules, and regulations of Caddo Parish. Any person violating the provisions of this Article shall be issued a citation, which shall be paid in the same manner as provided for offenders of local traffic violations.

Article 23. SHORT-TERM RENTAL PROPERTY

23.11 EXISTING SHORT-TERM RENTAL PROPERTY

- A. Any existing short-term rental currently operating within the jurisdiction of the Caddo Parish Planning and Zoning Commission's planning area, but outside of the corporate limits of the City of Shreveport, shall apply for registration, pursuant to this Article, within one hundred eighty (180) days after the effective date of this Article.
- B. All existing short-term rental properties, as described above, that have been operating prior to the effective date of this Article, shall have their application reviewed administratively.

23.12 APPEALS

- A. Within 30 days after the date of the decision for any administrative short-term rental permit, the applicant or any aggrieved party may appeal a Zoning Administrator's decision to the Caddo Parish Planning and Zoning Commission.
- B. Within 10 days after the date of the decision for any Special Exception Use for any short-term rental permit by the Caddo Parish Planning and Zoning Commission, the applicant or any aggrieved party may appeal the PZC's decision to the Caddo Parish Commission.

CADDO PARISH UDC CODE-TEXT AMENDMENTS

SHORT TERM RENTAL PROPERTY

Frequently Asked Questions (FAQs)

revised 20230914



CADDO PARISH PLANNING AND ZONING COMMISSION

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

Understanding Short-Term Rentals

The growing popularity of short-term rental services, such as Airbnb and VRBO, has created both new opportunities and challenges for residents who live within the jurisdiction of the Caddo Parish Planning and Zoning Commission. A Short-Term Rental Property, as defined, is any habitable residential dwelling unit, accessory dwelling unit, or any room therein, that has been advertised as being temporarily available for rent for a term of less than thirty (30) consecutive calendar days. As such, it has become clear that the existing regulations for short-term rental properties are outdated, and currently do not reflect the nature of business in Shreveport. Therefore, Caddo Parish is considering the best way to manage this emerging industry moving forward.

Within this industry, several online platforms have been created to build financial opportunities for residents and themselves. They help to monitor and regulate hosting—all while aiming to protect and secure both parties involved.

The Office of the MPC, along with several other City Departments and Divisions, aims to set up proper goals and objectives to establish an enforcement regulation to help keep the identity of Shreveport and open more economic opportunities for both the City and the short-term rental industry.

This document is a compilation of typical questions on the creation of Short-Term Rentals. If you need additional information, please call 318-673-6480 and ask to speak with a Planner. Other resources are available on the Shreveport-Caddo Metropolitan Commission (MPC) website including:

- **Caddo Parish Unified Development Code**
 - **Article 23. Short-Term Rental Property**

- **Caddo Parish Code of Ordinances**
 - **Chapter 12- Business Licenses and Regulations**
 - **Chapter 30- Nuisances**
 - **Chapter 50- Taxation**

Short-Term Rental Property

Q1: What is a Short-Term Rental Property (STR)?

A1: A residential dwelling unit, accessory dwelling unit, or any room therein, available for rent for a term of less than thirty (30) consecutive calendar days, but excluding bed and breakfast and single-room occupancy.

Q2: Why does Caddo Parish want to regulate STRs?

A2: The purpose of establishing short-term rental standards, and a permit registration process, will be to govern the renting of privately owned residential dwelling units on a short-term basis; ensure the collection and payment of sales and occupancy taxes, as established in the Caddo Parish Code of Ordinances; ensure that short-term rental activities do not threaten the character of residential neighborhoods; ensure the protection of the existing housing rental stock; and ensure that such short-term rental activities do not become a nuisance or threaten the public health, safety or welfare of neighboring properties.

Q3: What will be required to operate an STR?

A3: A Short-Term Rental Permit, issued by the Office of the Metropolitan Planning Commission, stating that the applicant is using a residential dwelling unit, accessory dwelling unit, or any room therein, as a short-term rental and that the said residential dwelling unit, as stated in the application, is up to code and complies with all health and safety regulations. There are three types of short-term rental permits: 'Type A,' 'Type B-1' and 'Type B-2.'

A **Short-Term Rental Permit 'Type A'** is the permit required for a host to rent a portion of a dwelling unit (i.e., individual bedroom or bedrooms) or an accessory dwelling unit (i.e., garage apartment or carriage house) is rented by a host to overnight guests. Commercial meetings, special events, or any other similar event are prohibited as part of any short-term-rental operation.

A **Short-Term Rental Permit 'Type B'** is the permit required for a host to rent an entire dwelling unit to overnight guests. A Short-Term Rental Permit 'Type B' can either be a 'Type B-1,' which is approved administratively by the Zoning Administrator, or a 'Type B-2,' which requires approval by the Zoning Board of Appeals. Commercial meetings, special events or any other similar are prohibited as part of any short-term-rental operation. There are two types of Short-Term Rental Permit 'Type B' and identified as follows:

- 'Type B-1' A Short-Term Rental Permit 'Type B-1' may be approved administratively by the Zoning Administrator if the total number of allowable overnight guests of the short-term rental does not exceed ten (10) adults.
- 'Type B-2' A Short-Term Rental Permit 'Type B-2' is a special exception use, would require review and approval by the Zoning Board of Appeals

Q4: What will be required to apply for an SRT permit?

A4: The applicant will need to submit the following:

- A completed Short-Term Rental Permit Application
- Payment for Short-Term Rental Permit Fees
- Copy of proof of ownership
- Copy of Liability Insurance for the rental property
- Copy of Occupational License
- Site Plan or Property Plan showing parking, floor plan, and fire safety
- Copy of required notice and a list with the names and addresses of all property owners and organizations that will receive a letter of notification of short-term rental use.

Q5: Where will STR's be allowed?

A5: Any short-term rental property will only be allowed to operate in the allowable zoning districts as indicated within the Caddo Parish UDC's Use Matrix. That includes all residential districts (except the R-MHP), all commercial districts (as allowed in either multi-family dwellings or dwellings above the ground floor), and the I-MU (Industrial Mix Use).

Q6: What type of residential structures can an STR be in?

A6: A short-term rental property will only be allowed in the following residential structure types:

- Single-Family Residence, Detached (e.g., a stand-alone single-family dwelling unit)
- Single-Family Residence, Attached (e.g., a duplex, containing two units, where each unit is on a separate lot)
- Two-Family Dwelling Unit, (e.g., a duplex, on one lot, containing two units)
- Multi-Family Unit (e.g., an apartment or triplex)
- Townhouse
- Accessory Dwelling Unit (as allowed per the Use Matrix in Article 5 of the Caddo Parish UDC)
- A Manufactured Home

Q7: What is the fee for obtaining an STR permit?

A7: A Short-Term Rental Permit 'Type A' application fee is \$150, (\$100 renewal fee). A Short-Term Rental Permit 'Type B' application fee is \$250, (\$100 renewal fee). Please note, if an application for Special Exception Use is required, there is a \$350 application processing fee associated with Special Exception review.

Q8: Does a short-term rental permit need to be renewed?

A8: Yes. A short-term rental permit shall expire two (2) years after it is issued. Short-term rental permits may be renewed upon the payment of a renewal fee to cover the applicant renewal screening. All renewal requests are encouraged to be received at least 30 days prior to the expiration date for their existing permit.

Q9: Do STR operators/hosts need to pay taxes?

A9: Yes. For each short-term rental property, all applicable Caddo Parish Sales and Occupancy Taxes shall be timely collected and remitted. For more information, please contact the Caddo-Shreveport Sales and Use Tax Commission at 318-865-3312.

Q10: Why is a permit number required to be placed in any online advertisements?

A10: To verify that the host has properly applied for and received a short-term rental permit, and is compliant with both the Caddo Parish UDC and Caddo Parish Code of Ordinances. Any short-term rental found to be operating without a permit shall subject the owner of the property to fines and/or penalties.

Q11: Can accessory dwelling units (or ADUs) be used for STR?

A11: Yes. On sites with an accessory dwelling unit, the host can live in the primary or accessory dwelling unit and rent bedrooms in either dwelling unit. Note, some accessory dwelling units require an Administrative Special Use Permit. Please contact the Office of the MPC to determine if your accessory dwelling unit needs this additional review and approval.



Short-Term Rental Property Permit Application

Rev. 20230914

Short-Term Rental Type. (Check appropriate short-term rental application type)

- Type A: New Administrative Approval.**
- Type A: Renewal.**
 - Where a portion of a dwelling unit (i.e., individual bedroom or bedrooms) or any accessory dwelling unit are rented by a host to overnight guests and no commercial meetings are held; and
 - The short-term rental property does not exceed two (2) adults per bedroom.
- Type B-1: New Administrative Approval.**
- Type B-1: Renewal.**
 - Where a host rents an entire dwelling unit; and
 - The short-term rental property does not exceed ten (10) adults.
- Type B-2: New Special Exception Use Approval.**
- Type B-2: Renewal.**
 - Number of Overnight Guests.** The host of a short-term rental property requests the total number of allowable overnight guests to exceed ten (10) adults. Special Exception Approval will determine the total number allowed.
 - Distance Requirements.** Approved short-term rental properties must be located no closer than 500 feet from any other existing short-term rental property. If any short-term rental property wishes to locate closer than the 500-foot minimum distance from any legally existing short-term rental property, a special exception use approval is required.

Part 1

Applicant Name: _____

Rental Site Address: _____

City / State / Zip: _____

Property Owner Name (if different from above): _____

Property Owner Address: _____

City / State / Zip: _____

Phone Numbers: #1 _____ #2 _____

Email Address: _____

Previously Approved Short-Term Rental Permit(s), as applicable: _____

Expiration: _____

Local Representative: _____ Phone: _____

Part 2

Requirements for short-term rental property permit. **All documents are required.**

- Complete Short-Term Rental Permit Application
- Payment for Short-Term Rental Permit Fees *
- Copy of Proof of Ownership (if owner) / Letter from Owner (if non-owner)
- Copy of Liability Insurance for the Rental Property
- Copy of Occupational License
- Site Plan or Property Plan showing parking, floor plan, and fire safety
- Copy of required notice and a list with the names and addresses of all property owners and organizations that will receive a letter of notification of short-term rental use.

* If an application for Special Exception Use is required, there is separate application processing fee associated with Special Exception review.



Short-Term Rental Property Permit Application

Rev. 20230914

Part 3

Please identify the structure type of the short-term rental property. **Check the appropriate box.**

- Single-Family Residence, Detached (e.g., stand-alone single-family dwelling unit)
- Single-Family Residence, Attached (e.g., a duplex, containing two units, where each unit is on a separate lot)
- Two-Family Dwelling Unit, (e.g., a duplex, on one lot, containing two units)
- Multi-Family Unit (e.g., an apartment or triplex)
- Townhouse
- Accessory Dwelling Unit ¹(as allowed per the Use Matrix in Article 5 of this Code)
- Mixed-Use Property (e.g., residential dwelling above the ground floor)
- A Manufactured Home

Part 4

Please identify space to be rented. **Check the appropriate box.**

- Single Bedroom
- Multiple Bedroom(s). If so, how many? _____
- Entire Dwelling Unit
- Accessory Dwelling Unit #

Part 5

Responsibility Statement. **To be initialed and signed by the property owner. Failure to initial will result in an incomplete application.**

_____ I, or my representative, will rent a maximum of _____ bedrooms to accommodate no more than _____ overnight guests, with no more than 2 adults per bedroom.

_____ I have reviewed the short-term rental regulations, as identified in the Shreveport Unified Development Code, and agree to operate any short-term rental on my property in compliance with any short-term rental regulations.

_____ I have reviewed, in its entirety, the short-term rental Checklist and Guidelines Application provided by the Office of the MPC.

_____ I will include my short-term permit number in all advertising of my short-term rental.

_____ I will register my short-term rental property with the Caddo-Shreveport Sales and Use Tax Commission and will submit the appropriate transient occupancy taxes, as applicable.

_____ I understand that any homeowners association, townhome association, or similar association may prohibit short-term rentals through their bylaws, covenants, codes, and/or restrictions (or any other agreement governing and limiting the use of the proposed short-term rental). It is my responsibility to contact any such association, as applicable, to determine if short-term rentals are allowed.

_____ I understand that failure to comply with applicable regulatory standards may result in the revocation of a permit.

Property Owner Signature

Date

Accessory Dwelling Units require an Administrative Special Use Permit, unless otherwise specified in the Shreveport UDC. Please contact a member of MPC staff regarding any questions about an accessory dwelling unit.



Short-Term Rental Property Guidesheet

Rev. 20230802

Existing Short-Term Rental Properties.

Any existing short-term rental that has been operating within the jurisdiction of the Caddo Parish Planning and Zoning Commission (PZC) prior to any newly updated regulations, standards, and short-term rental permit registration process will be required to apply for registration within one hundred eighty (180) days after the effective date of any new short-term rental ordinance.

Note. All existing short-term rental properties, as described above, that have been operating prior to the effective date of any short-term rental ordinance, shall have their application reviewed administratively.

Definitions and Permit Types.

Complete definitions, standards, and regulations are located in Article 23 of the Shreveport Unified Development Code

Definitions

- **Short-Term Rental Property.** A residential dwelling unit, accessory dwelling unit, or any room therein, available for rent for a term of less than thirty (30) consecutive calendar days, but excluding bed and breakfast and single-room occupancy.
- **Commercial Meetings.** Commercial meetings include, but not limited to, luncheons, banquets, parties, weddings, meetings, charitable fundraising, commercial or advertising activities, or other similar gatherings for direct or indirect compensation.

Permit Types

- **Short-Term Rental Permit 'Type A'.** A Short-Term Rental Permit 'Type A' is the permit required for a host to rent a portion of a dwelling unit (i.e., individual bedroom or bedrooms) or an accessory dwelling unit (i.e., garage apartment or carriage house) to overnight guests. Commercial meetings, special events or any other similar event, which have the potential to cause traffic, parking, noise, or other impacts to the neighborhood, are prohibited as part of any short-term-rental operation.
- **Short-Term Rental Permit 'Type B'.** A Short-Term Rental Permit 'Type B' is the permit required for a host to rent an entire dwelling unit to overnight guests. A Short-Term Rental Permit 'Type B' can either be a 'Type B-1,' which is approved administratively by the Zoning Administrator, or a 'Type B-2,' which requires approval by the Zoning Board of Appeals. Commercial meetings, special events or any other similar event, which have the potential to cause traffic, parking, noise, or other impacts to the neighborhood, are prohibited as part of any short-term-rental operation.

There are two types of Short-Term Rental Permit 'Type B' and identified as follows:

- **'Type B-1'** A Short-Term Rental Permit 'Type B-1' may be approved administratively by the Zoning Administrator if the total number of allowable overnight guests of the short-term rental does not exceed ten (10) adults.
- **'Type B-2'** A Short-Term Rental Permit 'Type B-2' is a special exception use, would require review and approval by the Zoning Board of Appeals, and is required when:
 - **Number of Overnight Guests.** The host of a short-term rental property requests the total number of allowable overnight guests to exceed ten (10) adults.
 - **Distance Requirements.** If any short-term rental property wishes to locate closer than the 500-foot minimum distance from any legally existing short-term rental property, special exception use approval is required.

Zoning and Residential Type Restrictions.

Any short-term rental property shall only operate in the allowable zoning districts as indicated within the Use Matrix.

- All Residential Zoning District (except the R-MHP)
- All Commercial Zoning Districts (allowed in either multi-family dwellings or dwellings above the ground floor)
- IMU (Industrial Mix Use)

A short-term rental property is only allowed in the following residential structure types:

- Single-Family Residence, Detached (e.g., a stand-alone single-family dwelling unit)
- Single-Family Residence, Attached (e.g., a duplex, containing two units, where each unit is on a separate lot)
- Two-Family Dwelling Unit (e.g., a duplex, on one lot, containing two units)
- Multi-Family Unit (e.g., an apartment or triplex)
- Townhouse
- Accessory Dwelling Unit (as allowed per the Use Matrix in Article 5 of this Code)
- A Mixed-Used Property (e.g., residential dwelling above the ground floor)
- A Manufactured Home



Short-Term Rental Property Guidesheet

Rev. 20230802

Application Process.

Submit Short Term Rental Property permit application, along with all required documents, to the Office of the MPC:

- Application Fee, a \$150 initial application fee for 'Type A' and a \$250 initial application fee for 'Type B,' Renewal Fee, \$100, required annually
- Provide proof of ownership
- Proof of liability insurance for the rental property
- Proof of Occupational License (obtainable through the City of Shreveport's Revenue Division)
- Site Plan or Property Plan showing parking location(s), floor plan, and fire safety
- Copy of required notice and a list with the names and addresses of all property owners and organizations that will receive a letter of notification of short-term rental use

Standards

- On sites with an accessory dwelling unit, the resident can live in the primary or accessory dwelling unit and rent bedrooms in either dwelling unit.
- Bedrooms to be rented to overnight guests must meet the building code requirements for a sleeping room at the time it was created or converted and must meet fire code requirements.
- The total number of adults occupying a dwelling unit with a 'Type A' short-term rental may not exceed two (2) adults per bedroom.
- The total number of adults occupying a dwelling unit with a 'Type B' short-term rental is limited administratively to ten (10) adults for the entire unit. If the host requests the total number of overnight guests to exceed ten (10) adults, approval may be granted as a Special Exception Use.
- Any advertisements for a short-term rental property must list the short-term rental property permit number.
- For additional standards and conditions for Short-Term Rental Permit 'Type-A' or 'Type B,' contact a member of MPC staff at 318-673-6480.

Notification.

- As part of the application submittal process, the applicant must prepare a notification letter that:
 - Describes the operation and the number of bedrooms that will be rented to overnight guests; and
 - Includes information on how to contact the owner or host by phone.
- Mail or deliver the notification letter to all recognized organizations and owners of property abutting and directly across the street from the short-term rental upon application submittal.
- A copy of the notice and a list with the names and addresses of all property owners and organizations that will receive the letter of notification is required to be submitted as part of the application submittal.

Renewal.

- A short-term rental permit will be valid for two (2) years.
- The short-term rental renewal fee is \$100.
- All renewal requests are encouraged to be received at least 30 days prior to the expiration date for their existing permit
- Taxes must be reported to the Caddo-Shreveport Sales and Use Tax Commission. Please call 318-865-3312 for more information.

Revoking.

- A short-term rental permit can be revoked if:
 - The owner fails to comply with the regulations listed in Article 23 of the Shreveport UDC.
 - Activities on-site cause a nuisance or public disruption as defined in the Shreveport Municipal Code.
- When a short-term rental permit has been revoked, a new short-term rental permit will not be issued to the owner at that site for 2 years.



Short-Term Rental Property PERMIT

Rev. 20210802

SHORT-TERM RENTAL PERMIT

PERMIT #: 23-1-STRP
ISSUE DATE: September 27, 2023
EXPIRATION DATE: September 27, 2025
PERMIT ADDRESS: 505 Travis St
PARCEL NUMBER: 181437127002900

NOTICE

- Per Article 23. *Short-Term Rental Property* of the Caddo Parish UDC, No person or entity shall operate a short-term rental property, or advertise a residential property for use as a short-term rental, without the owner of the property first having obtained a short-term rental permit.
- All advertisements for any short-term rental property on any online platform must list the short-term rental permit number.
- No improvement may be done on any part of site, building or structure without the approval of any and all required permits.



CADDO PARISH PLANNING AND ZONING COMMISSION

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STAFF REPORT

SEPTEMBER 27, 2023

AGENDA ITEM NUMBER: XX

MPC Staff Member: Adam Bailey

Parish Commission District: All Districts

CASE NUMBER: 23-5-CTAP: Caddo Parish Code-Text Amendments
APPLICANT: CADDO PARISH PLANNING AND ZONING COMMISSION
REQUEST: Code Text (Ordinance) Amendments to the Caddo Parish UDC

DESCRIPTION: These proposed code text amendments address short-term rentals including, but not limited to, establishing regulations for the permitting of short-term rentals within the jurisdiction of the Caddo Parish Planning and Zoning Commission's planning area, but outside of the corporate limits of the City of Shreveport. These amendments will affect the following articles of the Caddo Parish UDC: *Article 5. – Uses; Article 6. – Use Standards; Article 15. – Application Procedures; and Article 23. – Short-Term Rental Property*, establishing a permit registration process, with all provisions included therein.

BACKGROUND: This text amendment ordinance was initiated by the Caddo Parish Commission in August 2023. The intention is for these amendments to mirror similar regulations as those found in the City of Shreveport UDC—which regulates short-term rentals through its general land use and zoning authority. The City established short-term rental regulations in 2021.

Prior to approving those regulations, MPC staff held six public work session meetings, followed by and six public hearings on this text amendment. The public provided input throughout the process by submitting comments online or speaking during the public hearings.

For amendments to the Caddo Parish UDC, MPC staff worked to balance the interests of short-term rental operators with the need to protect the health, safety, and welfare of the community. Several existing operators of short-term rentals discussed the need to have the supplemental income provided by the rentals. Some of the largest concerns from neighborhood residents were that absentee investors would purchase properties solely for the purpose of operating short-term rentals as a de-facto hotel in the middle of residential neighborhoods, greatly affecting the character of the community.

**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:



CADDO PARISH PLANNING AND ZONING COMMISSION

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STAFF REPORT

- 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 September 27, 2023, Planning and Zoning Commission public hearing, a legal ad was published in the official Caddo Parish journal, *The Caddo Citizen*, on September 7, 2023; September 14, 2023; and September 21, 2023.

STAFF ANALYSIS: The growing popularity of short-term rental services, such as Airbnb and VRBO, has created both new opportunities and challenges for Caddo Parish, as well as for the residents who live within the jurisdiction of the PZC. It has become clear that the existing regulations for short-term rental properties—known currently in the UDC as *transient vacation rentals*—are outdated, and currently do not reflect the nature of this industry in Caddo Parish. A brief summary of the proposed text amendments are as follows:

- A Short-Term Rental Property would be defined as *any habitable residential dwelling unit, accessory dwelling unit, or any room therein, that has been advertised as being temporarily available for rent for a term of less than thirty (30) consecutive calendar days.*
- A short-term rental property would only be allowed in the residential structure types as indicated in Article 5 of the UDC.
- No person or entity shall operate a short-term rental property, or advertise a residential property for use as a short-term rental, without the owner of the property first having obtained a short-term rental permit.
- There are two (2) permit types, 'Type A' and 'Type B,' which shall expire two (2) years after it is issued and not be transferred or assigned to another individual, person, entity.
 - **Short-Term Rental Permit 'Type A':** A Short-Term Rental Permit 'Type A' is the permit required for a host to rent a portion of a dwelling unit (i.e., individual bedroom or bedrooms) or an accessory dwelling unit (i.e., garage apartment or carriage house) is rented by a host to overnight guests. No commercial meetings or special events, as defined by this Article, are allowed to be scheduled as part of any short-term-rental operation and the total number of adults occupying a dwelling unit may not exceed two (2) adults per bedroom.
 - **Short-Term Rental Permit 'Type B':** A Short-Term Rental Permit 'Type B' is the permit required for a host to rent an entire dwelling unit to overnight guests.
 - A Short-Term Rental Permit 'Type B' can either be a 'Type B-1,' which is approved administratively by the Zoning Administrator, or a 'Type B-2,' which requires approval by the Zoning Board of Appeals. No commercial meetings or special events, as defined by this Article, are allowed to be scheduled as part of any short-term rental operation and the total number of allowable overnight guests of the short-term rental does not exceed ten (10) adults.
 - A Short-Term Rental Permit 'Type B-2' may only be allowed as a special exception use, and requires review and approval by the PZC when:
 - The host of a short-term rental property requests the total number of allowable overnight guests to exceed ten (10) adults.



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STAFF REPORT

- When an applicant wishes to obtain an STR permit, and three or more STR exist within a 500' radius of the proposed STR site.
 - To protect the public health, safety, or welfare of neighboring properties, each owner or property management firm shall appoint a person who is available twenty-four (24) hours per day, seven (7) days per week, to serve as the local representative for the short-term rental.
 - Existing short-term rental properties who currently operate within jurisdiction of the PZC shall have shall one hundred eighty (180) days to apply for registration from the adoption of this ordinance.
 - Applicants or any aggrieved party may appeal a Zoning Administrator's decision to the PZC within 30 days after the date of the decision for any administrative short-term rental permit and within 10 days after the date of the decision for any Special Exception Use for any short-term rental permit by the PZC, the applicant or any aggrieved party may appeal the PZC's decision to the Caddo Commission.
 - Weddings, banquets, concerts or other types of entertainment events are prohibited during rental periods to prevent the establishment of a rental "party house."

Below is a summary of the application submittal requirements for a short-term rental permit.

- **Fees required.** A short-term rental permit application is required to be submitted for review along with a corresponding application fee—\$150 initial application fee for 'Type A' or a \$250 initial application fee for 'Type B.' Renewal fees will be \$100, required bi-annually.
- **Provide proof of ownership.** If the operator of the short-term rental is not the owner of the property, then they must provide written authorization from the owner granting permission to operate a short-term rental.
- **Proof of Liability Insurance** for the rental property.
- **Proof of Occupational License** (obtainable through the Parish of Caddo Department of Finance).
- **Site Plan or Property Plan** showing parking location(s), floor plan, and fire safety.
- **Copy of required notice** and a **list with the names and addresses** of all property owners and organizations that will receive a letter of notification of short-term rental use.

PROPOSED UDC CODE

TEXT AMENDMENT(S):

Staff is proposing the following nine (9) amendments to the Caddo Parish UDC at this time. **See Exhibit "B" for a detailed list of changes with redlines and strikeouts.**

Amendment 1. Amend the *Table 5-1: Use Matrix*, deleting the use *Transient Vacation Rental* and adding the use *Short-Term Rental Property* in **Article 5. – Uses.**

Amendment 2. Amend definition for *Bed and Breakfast* in **Article 5. – Uses.**

Amendment 3. Add new definition for *Short-Term Rental Property* in **Article 5. – Uses.**

Amendment 4. Delete definition for *Transient Vacation Rentals* in **Article 5. – Uses.**



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STAFF REPORT

- Amendment 5.** Amend use standard for *Bed and Breakfast* in **Article 6. – Use Standards.**
- Amendment 6.** Add new use standard for *Short-Term Rental Property* in **Article 6. – Use Standards.**
- Amendment 7.** Delete use standard for *Transient Vacation Rentals* in **Article 6. – Use Standards.**
- Amendment 8.** Amend the *Table 15-1: Summary of Application Procedures*, adding the row *Short-Term Rental Permits* under the approval authority of the Zoning Administrator in **Article 15. – Application Procedures.**
- Amendment 9.** Add new *Article 23. – Short-Term Rental Property* to the Caddo Parsh UDC, establishing a permit registration process governing the renting short-term rental properties, with all provisions included therein.

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” for revised *Table 5-1: Use Matrix.*
See Exhibit “D” for revised *Table 15-1: Summary of Application Actions.*
See Exhibit “E” for proposed *Article 23. Short-Term Rental Property.*

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 PZC 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 Caddo Parish Commission, **Article 5, Article 6, and Article 15** would be amended, and **Article 23** would be added to the *Caddo Parish UDC*, as described within. A majority vote of the PZC members present and voting is required to recommend approval to the Caddo Parish Commission.

The information stated herein is the result of discussion by a staff review team. The Caddo Parish Planning and Zoning Commission will use all information made available to them in making their decision. 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, all as applicable.



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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.

PUBLIC ASSESSMENT: 1 spoke in support. 1 spoke in opposition.

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

CC3825

NOTICE TO THE PUBLIC

Notice is hereby given that the Caddo Parish Planning and Zoning Board will hold a public hearing on Wednesday, September 27, 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.

PZC Case: 23-5-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 certain proposed code text amendments to the Caddo Parish UDC in order to amend to the following articles, or portions thereof: Article 5. – Uses; Article 6. – Use Standards; and Article 15. – Application Procedures; and Article 23. Short-Term Rental Property, establishing regulations, standards, and a permit registration process governing the renting of privately owned residential dwelling units on a short-term basis, with all provisions included therein.

Alan Clarke, Executive Director
Metropolitan Planning Commission

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

TITLE	
Ordinance <u>6386</u> of 2023	
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 various code text amendments, with all their provisions included herein, and to otherwise provide with respect thereto.	
DATE: 10/19/2023	ORIGINATING DEPARTMENT:
The Shreveport Metropolitan Planning Commission of Caddo Parish (MPC)	
BACKGROUND INFORMATION	
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.	
The following Articles, or portions thereof, were amended: <i>Article 1. – Title, Purpose, and Applicability, Article 2. – Definitions and Rules of Measurement, Article 4. – Zoning District Regulations, and Article 7. On-Site Development Standards</i> , with all their provisions included herein.	
FINANCIAL IMPACT AND SOURCE OF FUNDING	
None	
EFFECT(S) OF PROPOSED ACTION	
These changes are consistent with the following provisions of the Shreveport- Caddo 2030 Great Expectations Master Plan:	
<ul style="list-style-type: none"> • Ensuring equitable health and safety outcomes for all; • Ensuring regulatory processes are responsive and efficient; • Making the UDC more customer friendly; and • Revising regulations for best practices and enforcement. 	
ALTERNATIVES/STAFF RECOMMENDATION	
See Exhibit "A" for summary of amendments See Exhibit "B" for amendment details See Exhibit "C" for PZC Staff Report_23-6-CTAP	
KEY STAFF CONTACT	
Adam Bailey, Community Planning and Design Manager, MPC	
COORDINATION	
Department Head	(Initial)
Parish Administrator/CEO	(Initial)

ORDINANCE NO. ~~6358~~ OF 2023

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, RELATIVE TO VARIOUS CODE TEXT AMENDMENTS, WITH ALL THEIR 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 various new provisions and procedures to Article 1. – Title, Purpose, and Applicability, Article 2. – Definitions and Rules of Measurement, Article 4. – Zoning District Regulations, and Article 7. – On-Site Development Standards, and shall be amended as follows:

I. Article 1, Section 1.3 is amended to read as follows:

ARTICLE 1. – TITLE, PURPOSE, AND APPLICABILITY

1.3– APPLICABILITY

* * * * *

D. Relation to Private Agreements

~~This Code does not nullify any private agreement or covenant. However, where this Code is more restrictive than a private agreement or covenant, this Code controls. Those charged with administration and enforcement of this Code do not enforce any private agreement.~~

This Code is not intended to abrogate, annul, or otherwise interfere with any private agreement, easement, covenant, restriction, or other private legal relationship. The Zoning Administrator is responsible for enforcing this Code; it does not enforce private agreements, easements, covenants, or restrictions except those specifically required for the administration and enforcement of this Code.

II. Article 2, Section 2.2 is amended to read as follows:

ARTICLE 2. – DEFINITIONS AND RULES OF MEASUREMENT

2.2– DEFINITION OF GENERAL TERMS

* * * * *

Shoreline. The mean high-water line.

* * * * *

Waterfront Lot. A lot bounded on at least one side by water and located on the perimeter of a permanently established body of water such as a lake, river or bayou.

* * * * *

III. Article 4, Section 4.6 is amended to read as follows:

ARTICLE 4. – ZONING DISTRICT REGULATIONS

4.6– SPECIAL PURPOSE DISTRICTS

* * * * *

F. CLO Cross Lake Overlay Zoning District

* * * * *

5. Accessory Structures

- a. An accessory structure on a waterfront lot may be located in the front yard.
- b. The front yard of a waterfront lot is the yard that faces the shoreline. If more than one yard faces the shoreline, the rear yard is the one that provides access to a road and the front yard is determined accordingly.

IV. Article 7, Section 7.2 is amended to read as follows:

ARTICLE 7. – ON-SITE DEVELOPMENT STANDARDS

7.2– EXTERIOR LIGHTING

* * * * *

C. Luminaire with Cut Off Standards

1. To be considered a cut off luminaire, the cut off angle must be 75 degrees or less.
2. The maximum total height of a cut off luminaire, either freestanding or attached to a structure, is 25 feet. Any luminaire greater than 25 feet in total height requires ~~special use approval~~ a variance.
3. A cut off luminaire must be designed to completely shield the light source from an observer three and one-half feet above the ground at any point along an abutting lot line.

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
SUMMARY MINUTES OF THE PUBLIC HEARING SEPTEMBER 27, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, September 27, 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
Adam Bailey, Community Planning & Design Manager
Kamrin Hooks, Executive Assistant/Planner 1
Donna Frazier, Parish Attorney's Office
Tanner Yeldell, City Attorney's Office
Stephen Jean, Deputy Director
Reginald Jordan, Zoning Administrator

Members Absent

None

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

The meeting was called to order & the procedure for hearing the applications on today's agenda was explained. Speakers should speak clearly into the microphone & give their name & mailing address for further reference. Comments on any item not on the agenda will be limited to 3 minutes at the end of the public hearing. Any written comments that were submitted may be viewed in the public record files.

All decisions rendered by the 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 August 23, 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. 23-6-CTAP CODE TEXT AMENDMENT

Applicant: Caddo Parish Planning and Zoning Commission (PZC)
Request: Code Text Amendments to the Caddo Parish UDC regarding Definitions and Rules of Measurement and Zoning District Regulations

Representative &/or support: None.

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

draft

END OF PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

OTHER MATTERS TO BE REVIEWED BY THE COMMISSION

CHAIR/BOARD MEMBER'S COMMENTS

ADJOURN 4:54 p.m.

Laura Neubert, Chair

Phyllis Hart, Secretary



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CADDO PARISH UDC CODE TEXT AMENDMENT SUMMARY: 23-6-CTAP

— Clean-Ups—

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 #23-6-CTAP recommends four (4) text amendments that are intended to be more user-friendly:

REQUEST: To revise Articles 1, Article 2, Article 4 and Article 7 of the Caddo Parish UDC, addressing various clean-up items.

FINDINGS: Staff certifies that the proposed UDC amendments are consistent with the master plan.

CASE HISTORY: Proposed revisions were created in conjunction with MPC staff, the Zoning Administrator, and the City Attorney.

**MASTER PLAN
CONSISTENCY:**

These changes are consistent with the following provisions of 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,
- Making the UDC more customer friendly, and
- Revising regulations for best practices and enforcement.

STAFF ANALYSIS: Code text amendment changes may be reviewed at any time and are not subject to any annual review requirements. These amendments:

- Repeal and replace address language concerning the UDC's relation to private agreements,
- To address accessory structures on waterfront property, new definitions for *Shoreline* and *Waterfront Lot* were added,
- New standards that establish the front yard of a waterfront lot is the yard that faces the shoreline in the Cross Lake Overlay District, and
- Amending language for exterior lighting luminaire standards. Existing language states that a luminaire greater than 25 feet in total height requires special use approval. Proposed language would instead require a variance.

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



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23-6-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 "Relation to Private Agreements" in ARTICLE 1. TITLE, PURPOSE, AND APPLICABILITY, SECTION 1.3. APPLICABILITY in the Caddo Parish UDC.

1.3 APPLICABILITY

D. Relation to Private Agreements

~~This Code does not nullify any private agreement or covenant. However, where this Code is more restrictive than a private agreement or covenant, this Code controls. Those charged with administration and enforcement of this Code do not enforce any private agreement.~~

This Code is not intended to abrogate, annul, or otherwise interfere with any private agreement, easement, covenant, restriction, or other private legal relationship. The Zoning Administrator is responsible for enforcing this Code; it does not enforce private agreements, easements, covenants, or restrictions except those specifically required for the administration and enforcement of this Code.

- 2. Add new definitions "Shoreline" and "Waterfront Lot" in ARTICLE 2. DEFINITIONS AND RULES OF MEASUREMENT, SECTION 2.3 DEFINITION OF GENERAL TERMS in the Caddo Parish UDC. These new definitions will need to be alphabetized accordingly.

2.2 DEFINITION OF GENERAL TERMS

Shoreline. The mean high-water line.

Waterfront Lot. A lot bounded on at least one side by water and located on the perimeter of a permanently established body of water such as a lake, river or bayou.

- 3. Add new standards titled "5. Accessory Structures" to ARTICLE 4. ZONING DISTRICT REGULATIONS, SECTION 4.6. SPECIAL PURPOSE DISTRICT, SUBSECTION 4.6.F CLO CROSS LAKE OVERLAY ZONING DISTRICT in the Caddo Parish UDC.

4.6 SPECIAL PURPOSE DISTRICTS

F. CLO Cross Lake Overlay Zoning District

5. Accessory Structures

a. An accessory structure on a waterfront lot may be located in the front yard.



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b. The front yard of a waterfront lot is the yard that faces the shoreline. If more than one yard faces the shoreline, the rear yard is the one that provides access to a road and the front yard is determined accordingly.

4. Amend development standard "Luminaire with Cut Off Standards" in ARTICLE 7. ON-SITE DEVELOPMENT STANDARDS, SECTION 7.2 EXTERIOR LIGHTING in the Caddo Parish UDC.

7.2 EXTERIOR LIGHTING

C. Luminaire with Cut Off Standards

1. To be considered a cut off luminaire, the cut off angle must be 75 degrees or less.
2. The maximum total height of a cut off luminaire, either freestanding or attached to a structure, is 25 feet. Any luminaire greater than 25 feet in total height requires ~~special-use approval~~ a variance.
3. A cut off luminaire must be designed to completely shield the light source from an observer three and one-half feet above the ground at any point along an abutting lot line.



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STAFF REPORT

SEPTEMBER 27, 2023

AGENDA ITEM NUMBER: XX

MPC Staff Member: Adam Bailey

Parish Commission District: All Districts

CASE NUMBER: 23-6-CTAP: Caddo Parish Code-Text Amendments
APPLICANT: CADDO PARISH PLANNING AND ZONING COMMISSION
REQUEST: Code Text (Ordinance) Amendments to the Caddo Parish UDC

DESCRIPTION: These proposed code text amendments address various items including, but not limited to, amending the following articles of the Caddo Parish UDC: *Article 1. – Title, Purpose, and Applicability*; *Article 2. – Definitions and Rules of Measurement*; *Article 4. – Zoning District Regulations*; and *Article 7. – On-Site Development Standards*; with all provisions included therein.

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 September 27, 2023, Planning and Zoning Commission public hearing, a legal ad was published in the official Caddo Parish journal, *The Caddo Citizen*, on September 7, 2023; September 14, 2023; and September 21, 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.

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 redlines and strikeouts.**

Amendment 1. Repeal and replace address language concerning the UDC’s relation to private agreements in *Article 1. – Title, Purpose, and Applicability*.



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STAFF REPORT

- Amendment 2.** Add new definitions for *Shoreline* and *Waterfront Lot* in **Article 2. Definitions and Rules of Measurement.**
- Amendment 3.** Add new standard *Accessory Structures* to the Cross Lake Overlay District in **Article 4. – Zoning Districts.**
- Amendment 4.** Amend exterior lighting luminaire standards in **Article 7. – On-Site Development Standards.**

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

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 Caddo Parish Commission, **Article 1, Article 2, Article 4, and Article 7** 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.



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STAFF REPORT

PUBLIC ASSESSMENT: No support or opposition was present.

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

CC3825

NOTICE TO THE PUBLIC

Notice is hereby given that the Caddo Parish Planning and Zoning Board will hold a public hearing on Wednesday, September 27, 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.

23-6-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 certain proposed code text amendments to the Caddo Parish UDC in order to amend to the following articles, or portions thereof: Article 2. – Definitions and Rules of Measurement, and Article 4. – Zoning District Regulations, regulating waterfront lots in the Cross Lake Overlay Zoning District, with all provisions included therein.

Alan Clarke, Executive Director
Metropolitan Planning Commission

ORDINANCE NO. 6387 OF 2023

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 LINWOOD AVENUE AND MAYO ROAD, CADDO PARISH, LA., FROM R-A RURAL-AGRICULTURAL DISTRICT TO C-2 CORRIDOR COMMERCIAL DISTRICT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

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

The official Zoning Map of the Shreveport Metropolitan Planning Area of Caddo Parish, Louisiana, be amended by rezoning property located on the southwest corner of Linwood Avenue and Mayo Road, Caddo Parish, LA, more particularly described below, be and the same is hereby amended from **R-A Rural-Agricultural district to C-2 Corridor Commercial district:**

A tract of land being bound on the North by Rose Avenue as recorded in book 450, page 177, on the East by Linwood Avenue as recorded in book 251, page 342, and on the South by Wildwood South, as recorded in book 900, page 591, all in the conveyance records of Caddo Parish, Louisiana, and being located in the North half of the Southeast quarter of Section 14, Township 16 North, Range 14 West, Caddo Parish, Louisiana, being more particularly described as follows: commencing at the Southeast corner of Section 14, Township 16 North, Range 14 West Caddo Parish, Louisiana, thence North along the East Line of said Section 14 a called distance of 1,936 feet, thence West a distance of 30 feet to the intersection of the westerly right of way line of Linwood Avenue as recorded in book 251, page 342, and an Easterly projection of the North line of Wildwood South, as recorded in book 900, page 591, both in the conveyance records of Caddo parish, Louisiana, and being the point of beginning of the tract described herein; thence continue West a distance of 20 feet along said easterly projection to the Northeast corner of said Wildwood South; thence West along the North Line of said Wildwood South a distance of 230.00 feet; thence North a distance of 708.00 feet to the South right of way line of Rose Avenue as recorded in book 450, page 177, conveyance records of Caddo Parish, Louisiana; thence East a distance of 250.00 feet to the West right of way line of said Linwood Avenue; thence South a distance of 710.00 feet along said West right of way line to the point of beginning; said tract herein described containing 4.07 acres, more or less. This description was created without the benefit of an actual on the ground survey. Section 14, T16N, R14W, Caddo parish, Louisiana., 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

23-29-P
Linh Nhat Huynh

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**CADDO PARISH PLANNING AND ZONING COMMISSION
SUMMARY MINUTES OF THE PUBLIC HEARING SEPTEMBER 27, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, September 27, 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
Adam Bailey, Community Planning & Design Manager
Kamrin Hooks, Executive Assistant/Planner 1
Donna Frazier, Parish Attorney's Office
Tanner Yeldell, City Attorney's Office
Stephen Jean, Deputy Director
Reginald Jordan, Zoning Administrator

Members Absent

None

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

The meeting was called to order & the procedure for hearing the applications on today's agenda was explained. Speakers should speak clearly into the microphone & give their name & mailing address for further reference. Comments on any item not on the agenda will be limited to 3 minutes at the end of the public hearing. Any written comments that were submitted may be viewed in the public record files.

All decisions rendered by the 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 August 23, 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. 23-29-P ZONING REQUEST

Applicant: LINH NHAT HUYNH
Owner: Margaret Blair Williams
Location: 0 Linwood Ave (southwest corner of Linwood Ave and Mayo Rd)
Existing Zoning: R-A
Request: R-A to C-2
Proposed Use: Commercial Uses

Representative &/or support:

Johnny Linh Huynh 11160 Greenacres Rd, Shreveport, La, 71106

Huynh explained to the Board that he had purchased 43 acres of land and wanted to develop 4 acres of it to build a strip mall area. He said that he felt that bringing businesses to the area would be beneficial. Huynh clarified that the development would not be low-income. He spoke about a concern of flooding and said the development would have a plan to not increase water run-off.

BROWN asked what kind of businesses would be there and if neighbors could rent spaces. Huynh said that he already had personal businesses that would operate there and that currently it is not open for public rent, but the businesses will be useful to the area.

NEUBERT asked the executive director CLARKE to talk about what is and is not allowed under a C-2 zoning.

CLARKE stated that mixed income housing or multi-family would not be allowed in a C-2 commercial zoning. He stated in a C-2 the only available residential type housing in this zoning would be dwelling above the ground, which would include a retail establishment on the first floor and housing on the second or third floors.

BROWN asked the applicant if he was buying all of the 43-acre lot and would he leave any of the area forested for the residents. Huynh explained that he would leave 20-50 feet of area to the west of the development as well as the undeveloped land.

Roland Ricou 3 Walton Place, Shreveport, La, 71106

Ricou addressed the public concern that the city may annex that portion of developed land into the city of Shreveport. He stated that the track of land was not contiguous with the city limits of Shreveport.

Laurel Rice Brightwell 207 Milam St, Ste. C, Shreveport, La, 71101

Brightwell spoke on behalf of the seller of the land. She stated that there are commercial and light industrial properties close to the area. She stated that a rezoning of the lot would not be an unusual request. Brightwell stated that the woods belong to the seller Williams and that if the sell does not go through, all 43 acres will be clear cut in order to benefit from the timber market. She stated that the opposition wants to keep the wooded area wooded, but either by development or the timber market the area would be changed, and the forest area removed.

MARCHIVE asked if the property across the street was on the market and an option for the applicant. Brightwell answered she did not know and only represented the seller.

Melissa Riddick 514 Dunmureland, Shreveport, La, 71106

Riddick spoke on behalf of the buyer and stated the applicant only wants to develop the front portion of the land. She stated that the applicant is willing to do as much screening as necessary to appease the residents and parish.

Opposition:

Darcy Piazza 9668 Darrell Ave, Shreveport, La, 71106

Piazza stated that she has lived in the area for most of her life and can speak confidently about the fact that no one in the area is comfortable or wants this area developed. She stated that the type of businesses that will be moving in have not been expressed by the applicant. Piazza explained that the abandoned commercial properties in the area have been vacant for over thirty years because every business that comes fails. She then stated that there is available vacant building that the applicant could use instead of destroying the forest area to construct a strip mall that might fail, like many other businesses have in the past, leaving eyesores and abandoned buildings in their area. Piazza expressed concern for drainage issues because it would affect the neighborhood. She also stated that the added traffic from the development would be detrimental to the already unstable traffic conditions in the area. Lastly, expressed to the Board that the people of the area do not want access to the things that they need in their neighborhood. The residents of the area are more than happy to drive to what they need in the city, down the road.

Piazza asked that rapid development not be started in their area.

MARCHIVE explained that the commercial properties near their neighborhood had been grandfathered in through the land use planning map.

NEUBERT asked Piazza what she would support on the land. Piazza explained that she did not know what she would support because the drainage line goes through that property and in order to be okay with any development, she would need to see detailed site plans that provide certainty.

BROWN stated that the owner of the woods has been letting people utilize them and now the owner is being told what they can or cannot do with their property. He then said that the area would be wiped out per the word of the seller's representative and either way the woods would be gone. BROWN expressed the positive aspect of this development for the area. Piazza explained that the area cannot sustain the businesses because the market is not there. She then said that this application should not be supported without more concrete planning.

No further discussion ensued.

Nancy Ambrose 9647 Darrell Ave, Shreveport, La, 71106

Ambrose explained that on her side of the neighborhood, they have well water and septic and asked if the development would be on city water or well. She then stated that with the amount of traffic, a traffic light or stop sign would be needed.

draft

NEUBERT asked CLARKE to explain the annexation possibility of the area to the city. CLARKE said that it is very doubtful the city would annex the area. So, the area would be private septic and well water. NEUBERT asked if you could have city water without being in the city, to which CLARKE answered yes. Ambrose stated that her concerns were answered and wrote she would support the application moving forward.

David Arnoldi 10295 Linwood Ave, Shreveport, La, 71106

Arnoldi stated he lived directly across from the possible development and did not want to live across from businesses. NEUBERT asked Arnoldi what he would support there, to which he answered something environmentally friendly.

Rebuttal:

Johnny Linh Huynh 11160 Greenacres Rd, Shreveport, La, 71106

Huynh stated he would try his best to keep the neighbors happy. BROWN asked if the 4 acres were approved, would the applicant be okay with possible stipulations to keep the forest look for the area. The applicant answered that yes, he would be open to those stipulations. HUMPHREY asked how many acres he was purchasing. Huynh stated 43 acres to which he would develop 4 of, leaving roughly 39 acres undeveloped at this time. NEUBERT asked for the road frontage on the property, to which the applicant replied, 710ft.

A motion was made by MR. BROWN seconded by MS. HART to recommend approval of this application with stipulations.

The Board discussed a possible add on to the stipulations required. NEUBERT requested to add the word enhanced, to require natural buffers and greenery to the property. CLARKE expressed that the Board was drifting towards a by definition planned unit development as they could not regulate greenery with a site plan review. He stated that the MPC could ensure the site plan meets the requirement of a development in the C-2 district. MARCHIVE asked staff if making the development a planned unit development was possible, to which CLARKE said yes, but it would be a new application. He also noted that civic engagement is plainly expressing their opinion of not wanting this rezoning or development in their property. MARCHIVE stated that the area is a rural residential area, and it should stay that way. BROWN stated that the future land use map mirrors the master plan map done by consultants that was instituted all over the country. He stated that property should develop the way it wants naturally, and the development will be a plus for the area. GREEN raised concern that if this application is approved, what will stop the rest of the 43 acres from being developed later. NEUBERT answered it would be an application-by-application basis on the limitations of the development of the 43 acres. BROWN state that their development would bring jobs to the area.

The motion was adopted by the following 5-1 vote: Ayes: Messrs. BROWN & HUMPHREYS and Meses. GREEN, HART & NEUBERT Nays: Messrs. MARCHIVE. Absent: NONE

END OF PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

OTHER MATTERS TO BE REVIEWED BY THE COMMISSION

CHAIR/BOARD MEMBER'S COMMENTS

draft

ADJOURN 4:54 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
SEPTEMBER**

27, 2023

AGENDA ITEM NUMBER:8

MPC Staff Member: Jomari Smith

Parish Commission District: 9/John Atkins

CASE NUMBER 23-29-P: ZONING REQUEST

APPLICANT: LINH "JOHNNY" HUYNH
OWNER: Margaret Blair Williams
LOCATION: 0 Linwood Ave. (SW Corner of Linwood Ave & Mayo Rd)
EXISTING ZONING: R-A
REQUEST: R-A to C-2
PROPOSED USE: Commercial Development

DESCRIPTION: The applicant is requesting approval to rezone 4.07 acers of a 43.09 acer sized tract from the current zoning R-A (Rural Agriculture) to C-2 (Corridor Commercial). The purpose of the rezoning is so that the applicant can use the 4.07 acres for the development of a commercial / retail center for lease spaces to businesses for multi-tenant commercial uses. This property is adjacent to R-1-7(Single-Family Residential) to the North and South, with C-3 (General Commercial) zoning across Linwood Ave to the east, and R-A zoning to the west.

There is some pervious case history associated with this property.

- P-93: A Rezoning of a R-A to R-1 for residential use.

Nearby relevant cases include.

- P-439: A rezoning of a R-A to R-4 for the use of a residential subdivision, Approved.
- P-54-78: A rezoning of a R-1 property to B-3 for the use of a used car lot & barber shop, Denied.
- P-35-79: A rezoning of a R-1 property to B-2 for the use of a real estate office and drapery show room.
- P-12-81: A rezoning of a R-1 to B-2 for the use of a hardware store & Retail. Approved.
- P-34-81: A rezoning for a R-1 to B-3 for the use of a service station with auto repair. Approved.
- P-58-85: MPC approval for a fire station.

Nearby neighborhoods include: Boggy Bayou, Wallace Lake, Wallace Lake Heights.

REMARKS: As stated, the applicant is requesting to rezone 4.07 acres of a 43.09 acres sized tract from the current zoning of R-A to the zoning C-2 for the use of opening a commercial / retail center that will lease spaces to businesses for multi-tenant commercial uses within the C-2 zoning district. The adjacent properties to the North, South and West are residentially zoned, while the properties across Linwood to the East are zoned Commercial.

As stated in Article 4.3 of the Unified Development Code (UDC), C-2 is defined as "*The C-2 Corridor*

The information stated herein is the result of discussion by a staff review team. The Caddo Parish Planning and Zoning Commission will use all information made available to them in making their decision. 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, all as applicable.



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STAFF REPORT

Commercial Zoning District is intended to accommodate the commercial corridors of the City of Shreveport. The C-2 District addresses primarily auto-oriented retail, both individual businesses and retail centers, with the intent of improving the pedestrian environment along the corridor. Mixed-use development is encouraged with residential dwelling units allowed above the ground floor." The permitted by right uses in C-2 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, Commercial Facility For Pop-Up Use, Retail Sales of Alcohol-Beer/Wine, 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, Healthcare Institution, Lodge/Meeting Hall, Medical/Dental Office, Office, Outdoor Dining, Personal Service Establishment, Place of Worship, Public Park, Public Safety Facility, Restaurant, Retail Goods Establishment, Self-Service Ice Vending Unit, Soup Kitchen, Soup Kitchen, Accessory, Specialty Food Service, 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 reviewing the zoning map, the properties on Linwood Ave, to the North and East have a few commercially zoned properties with frontage along Linwood Ave. and are typically located at the intersections of Linwood such as Mayo Rd & Shattalon Dr. The majority of the lots within this neighborhood are comprised of the R-1-7 (Single-family Residential) zoning district as well as the R-A (Residential Agriculture) zoning. This site if rezoned would be located at an intersection of Linwood Ave. & Mayo as well as Linwood Ave. & Lee Blvd. This tract would also have frontage along Linwood as well which is consistent with the already commercially zoned properties within the area.

The future land use map recommends that the property remain residential and be developed residentially. Given the future land use map recommendation, a rezoning to a commercial zoning such as C-2 would be in contradiction with the recommendation that is being provided with the master plan. It however should be noted that a few of the properties are already in contradiction with the map and have been rezoned to allow for an array of more intense uses than the proposed zoning district.

The applicant hosted a neighborhood participation meeting on Tuesday September 5th at 6:00pm. The meeting details provided by the applicant stated that the meeting did not go as well as they planned. It appears that the community within the area was opposed to the commercial development, when asked as to what they would like to have the property be used for they indicated that they did not want it to be used for anything. The meeting has 19 people in attendance, 16 public attendees, the applicant, and the applicants' realtors.

STAFF

ASSESSMENT: Based on the information contained in the application, and analysis of the facts of record, MPC Staff concludes that it is warranted to deny the application to rezone the property to C-2 in efforts to remain consistent with the future land use recommendation.



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STAFF REPORT

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

- a.** Approve the application to rezone.

PUBLIC ASSESSMENT: 4 spoke in support and 3 in opposition.

PZC RECOMMENDATION: The Board voted 5-1 to recommend this application for approval with stipulations.

23-29-P

NOB

MARS

DARRELL

LINWOOD

1,500' NOTIFICATION AREA

R-1-7

C-2

R-MHS

C-2

MAYO

R-A

R-A
to C-2

C-3

C-1 (PUD)

R-2

R-A



SCALE: 1" = 500'

23-29-P AREA REF MAP

IN SIDE CITY LIMITS

BONNYDUNE

OUTSIDE CITY LIMITS

JANN

NOB

MARS

LINWOOD

DARRELL

HEMPERLY

SHATTA LON

R-A
to C-2



MAYO

GENERAL CHENAUET

GENERAL BRADLEY

LEE

DIXON

RUTLEDGE

ARLINE

GENERAL PATTON

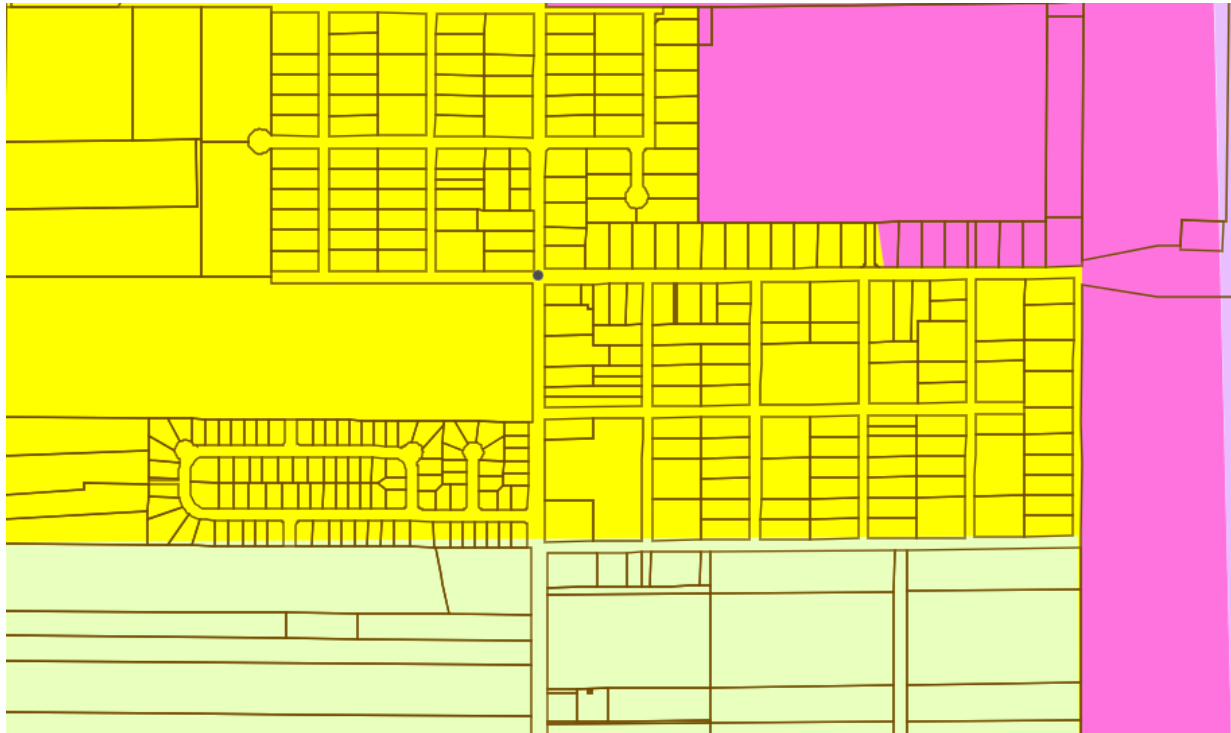
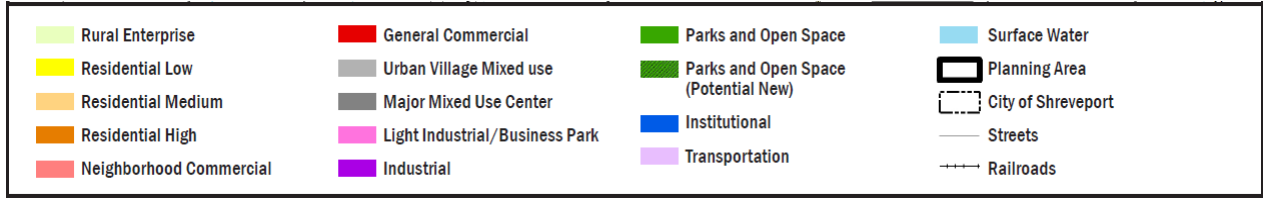
BUCKLEY



SCALE: 1"=750'

23-29-P

Future Land Use Map





PUBLIC HEARING NOTICE

AFFECTING THIS PROPERTY
FOR MORE INFO CALL: 318-673-6480
(from 8:00 a.m. to 5:00 p.m.)
VISIT: shreveportcaddompc.com/agendas
EMAIL: info@shreveportcaddompc.com
DO NOT REMOVE SIGN UNTIL AFTER THE HEARING



FIRST
&
LAST
STOP

3071
3971
4131



Yellow sign on utility pole

GREEN SIGN
STRIPE - METAL
REINFORCING

St
Gri
318

SHOP

Map



Neighborhood Participation Plan Report

(To Be Submitted a Minimum of 2-weeks Prior to Public Hearing)



This template is for informational purposes only, and should be used as a guide – and modified accordingly – to meet the specifics for your meeting. Items 1-11 are required for submittal.

1. **Project Name: Linwood Avenue Commercial Center**
2. **Contact Name: Linh “Johnny” Huynh**
3. **Meeting Date: September 5, 2023**
4. **Meeting Location: South Caddo Library, 2111 Bert Kouns, Shreveport, LA**
5. **Meeting Start Time: 6:00 p.m.**
6. **Meeting End Time: 7:30 p.m.**
7. **Number of People in Attendance: 19 – 16 attendees, applicant, 2 realtors representing applicant**
8. **Date of Filing of Land Use Application: August 4, 2023**
9. **General Introduction:**

Please include information about who you reached out to for the meeting, communication outreach methods (letters, Facebook, emails, etc.), what you were proposing at the time of the neighborhood meeting, the meeting format (PowerPoint, Q&A, Display Boards, etc.), and who attended the meeting on behalf of the applicant (engineers, attorney, developer, property owner, etc.). Additional information that you feel is important to include is welcomed.

Letter sent via MPC was the communication method. Applicant – Linh Huynh – and his realtors, Melissa Riddick and Roland Ricou of Sealy Real Estate Services, attended and assisted in presentation.

10. **Summary of Concerns and Issues Raised at the Meeting:**

Please list and respond to each one individually; include as many items that were discussed.

- a. **List question/concern/comment/request for changes to the proposed plans.**
Concern there will be increased traffic on Linwood Avenue and it is narrow with no shoulders.

Applicant Response: Applicant is envisioning businesses that would be providing services to the neighborhood so no increase in traffic as these are the people already driving up and down Linwood. Could not address road condition as this wasn't applicable to his application.

- b. **Concern that this area will be annexed into City.**

Applicant Response: His application does not require nor does he want City annexation. Attendees are very opposed to City annexation.

- c. **Concern that this area will be developed for low income housing.**

Applicant Response: His application is for commercial development on the front 250+/- feet. He has no plans to develop the remainder at this time for any type of housing. If he was to want to develop, he would have to make another application and go through same process he is going through with this application and neighborhood would be made aware and could voice concerns at that time.

- d. **Concern about the type of businesses locating in the development (vape stores) and liquor sales.**

Applicant Response: He envisions businesses that would provide services to the neighborhood but does not have any identified. Incorrectly stated that liquor sales would require additional approval. Did not know that his C-2 zoning provided for the sale of beer and wine without additional approval.

- e. **Concern that commercial development brings crime.**

Applicant Response: He is hoping businesses that complement the neighborhood and the people conducting business there would be neighbors.

- f. **Concern that commercial development would cause flooding.**

Applicant Response: He will have to submit his plans for development for review and approval and he will have to abide by any requirements for detention.

- g. **Concern from a resident to the south that commercial development would take the place of the wooded view from their backyard.**

Applicant Response: He will have to provide required fencing and landscaping.

11. Additional Items Required for Report Submittal:

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

12. Deadline:

- If your land use application requires a Public Hearing before the MPC Board, then your Neighborhood Participation Plan Report must be submitted two weeks prior to the Public Hearing.
- If your land use application does not require a Public Hearing, no decision on your land use application will be made until a Neighborhood Participation Plan Report has been submitted to your Case Manager

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.



Linh Huynh (Sep 7, 2023 13:30 CDT)

Sep 7, 2023

Signature of Applicant or Authorized Representative

Date

Linh Huynh

9/7/2023

Type or Print Name of Applicant (or Authorized Representative)

Date

NPP Sign In Sheet

Project Name/Location: Linwood Avenue Commercial Center **Date:** 9/5/23

Meeting Location: South Caddo Library **Time:** 6:00

Name	Organization	Address	Email Address	Phone Number
Robert Leventikis		531 Rutledge Ave		687-3746
Patti Foster		503 Rutledge Ave	pattifoster@phn.ca	318-347-4254
Troy Foster		503 Rutledge		318-840-4007
Waymon Basha		545 Shattalon Dr.		318-540-2088
Waymon Basha		441 MARS DR		318-682-4080
Dee Basha		441 MARS		687-409
C. K.		403 Rutledge	Ketchum 403 @YAHOO.COM	---
Dewayne Lee		453 Rutledge Jr	dewaynlee@comcast.net	318-469-7505
DAVID ARNOLD		10295 Linwood	dvdarnold199@gmail.com	318-688-4540
MAUREEN ARNOLD		1295 Linwood		318-688-4540
Ralph Gray		9729 Arline Cir		318-465-1679
Maura Gray		9729 Arline Cir		318-465-1679
LARRY STORES		9677 Darrell Ave		318-518-8101
MARK NEWS		565 and 555 572 Shattalon		318-458-1995
Jeremy Pinzn		9668 Darrell Ave 5'port LA 716	jeremypinzn@aol.com Yahoo.com	318 505 5313
Vicki Nelson		507 Dixon		318 272 4462

My parents have been homeowners in Wildwood South for more than 50 years! That neighborhood has been a part of my life for my entire life. And I include the woods across the street from my family's home, and that run along the whole side of Wildwood, a part of Wildwood. This is my neighborhood and my woods. To an outsider, they may not seem like much, but to me, they are and always will be a part of me.

At the age of 2, I wandered off with the family dog and stayed lost in those woods for hours! My Father and Mother, along with the rest of the neighbors finally found me. Growing up, the kids of Wildwood used the woods to build forts in, ride bikes, build trails, ride 4-wheelers, have races, have BB gun wars, and countless other things. I rode my horse for hours through those woods. We even used it as a shortcut to "The Little Store" on Linwood by Mayo Rd.

It was a perfect place to raise your children. It was a place that allowed us to play outside all day without our parents worrying. We could build campfires, play all kinds of sports, and just entertain ourselves without getting into trouble. I really can't imagine growing up anywhere else.

Our neighbors became family and remain that way today. Unless you were there, you probably could never understand. We were family and the woods were family, too. The woods were a playmate to each and everyone of the Wildwood kids as well as kids from the surrounding neighborhoods. I can only think that's what motivated people to reside in Wildwood and is the same cause that new residents moved there now.

There are countless properties in town that could be bought and developed or re-developed. The people that live near where you want to tear down and develop, I'm sure feel as I do. It's unwelcome. We have lived there for a reason and now you are trying to destroy that reason. We don't want anything more than what we have now.

Any kind of strip mall, apartments, etc., in place of our woods, will certainly change everything! And I mean everything in a negative way! If you destroy those woods, you will be destroying, in a sense, some of the innocence that's left in that area...some of what makes the area special and good. You will also be destroying the natural habitat of countless species of animals. It will be an act that cannot be undone. And the negative effects will be felt for many generations to come.


I hope you reconsider your plans. Buy in town or elsewhere and do as you please. Leave this area and my woods alone!! Thank you for your time.

Vicki Nelson

A handwritten signature in black ink, appearing to read 'Vicki Nelson', written in a cursive style.

Ralph & Mauba ^{Stephens} Gray
9729 Arline Cir
Sprenseport, LA.
71106

This is Concerning Case Number
23-29-P.

I'm not for rezoning our
area as this development would
be literally at my back
yard fence. I feel like I could
be losing my peaceful, safe
& private back yard. I can't
imagine the loss of all my hard
work for 30 years turning into
a crime area  & a dumpster
to look at. Our home
would never be the same. Greenwood
is congested now. This is very intrusive ^{Ralph &} ~~Mauba~~

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: Linwood Avenue Commercial Center	Associated Case:	
Project Address/Location: 10200 Block Linwood Avenue, Shreveport, LA		
Current Zoning District: R-A	Proposed Zoning District (if applicable): C-2	Parcel Number(s): 161414-000-0021
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	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	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>		
See attached.		
4. GENERAL LOCATION OF PROPERTY		
<i>(street address and/or frontage, and distance to cross street)</i>		
Linwood Avenue, west side, at intersection with Mayo Road, approximately 710 feet fronting Linwood		
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

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

UDC DEVELOPMENT APPLICATION

6. ZONING INFORMATION		7. BUILDING INFORMATION	
Current Zoning District(s): R-A	Proposed Zoning District(s): C-2	Proposed Building Use(s): commercial strip center	
If more than one district, provide the acreage of each:		Existing Building(s) sq. ft. gross:	N/A
Special Purpose Overlay District (if applicable):		Proposed Building(s) sq. ft. gross:	
Total Site Acres:	43.09+/-	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): 4.07 acres		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

**IMPORTANT
 NOTE ABOUT
 PROJECT
 CONTACT**

If property owner designates an agent as the coordinator for the project, this person (the applicant) shall attend all necessary meetings and public hearings, will receive the agenda, recommendations, and case reports, and will communicate all case information to other parties as required. **All contact for this project will be made through the applicant listed below.**

NAME, ADDRESS, AND SIGNATURE OF ALL PROPERTY OWNERS: ALL property owners must sign. All **property owners** must sign unless one person has the power of attorney to sign for others and that power of attorney is submitted with the application. A managing partner in a corporation may sign and submit written authorization. **If in business name or corporation, list all persons owning 6% or more. Attach separate sheet if necessary.**

APPLICANT CONTACT INFORMATION:

Check if Primary Contact

Name: Linh Nhat Huynh Company: _____
 E-mail: artsigns.inc@gmail.com Phone: (318) 347-9996 Fax: _____
 Address: 11160 Greenacres Road City: Shreveport State: LA Zip: 71115

ARCHITECT CONTACT INFORMATION:

Check if Primary Contact

Name: _____ Company: _____
 E-mail: _____ Phone: _____ Fax: _____
 Address: _____ City: _____ State: _____ Zip: _____

ENGINEER CONTACT INFORMATION:

Check if Primary Contact

Name: Josh Craig Company: Mohr & Associates
 E-mail: JCraig@mohrandassoc.com Phone: (318) 686-7190 Ext. 108 Fax: _____
 Address: 1324 North Hearne, Suite 301 City: Shreveport State: LA Zip: 71107

CURRENT PROPERTY OWNER CONTACT INFORMATION:

Check if Primary Contact

Name: Margaret Blair Williams Company: _____
 E-mail: blairwilliamsnm@gmail.com Phone: 318-220-6753 Fax: _____
 Address: 2882 Hwy. 14 City: Cerrillos State: NM Zip: 87010
 Designee Contact Name: Laurel Brightwell Email Address: lbrightwell@ulcoleman.com Phone Number: (318) 221-0541

PROPERTY OWNER, CHECK ONE OF THE FOLLOWING:

____ I will represent the application myself; OR I hereby designate Linh Nhat Huynh (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.

ACKNOWLEDGEMENT:

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

Margaret Blair Williams

Margaret Blair Williams (Aug 4, 2023 07:42 PDT)

Property Owner Signature

Aug 4, 2023

Date



Linh Huynh (Aug 4, 2023 10:31 CDT)

Applicant Signature

Aug 4, 2023

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, September 27, 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. 23-29-P: 0 LINWOOD AVE. Application by LINH NHAT HUYNH for approval to rezone property located on the SOUTHWEST CORNER OF LINWOOD AVE AND MAYO RD, from R-A Rural Agricultural Zoning District to C-2 Corridor Commercial Zoning District, being more particularly described as A TRACT OF LAND BEING BOUND ON THE NORTH BY ROSE AVENUE AS RECORDED IN BOOK 450, PAGE 177, ON THE EAST BY LINWOOD AVENUE AS RECORDED IN BOOK 251, PAGE 342, AND ON THE SOUTH BY WILDWOOD SOUTH, AS RECORDED IN BOOK 900, PAGE 591, ALL IN THE CONVEYANCE RECORDS OF CADDO PARISH, LOUISIANA, AND BEING LOCATED IN THE NORTH HALF OF THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 16 NORTH, RANGE 14 WEST, CADDO PARISH, LOUISIANA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SECTION 14, TOWNSHIP 16 NORTH, RANGE 14 WEST CADDO PARISH, LOUISIANA, THENCE NORTH ALONG THE EAST LINE OF SAID SECTION 14 A CALLED DISTANCE OF 1,936 FEET, THENCE WEST A DISTANCE OF 30 FEET TO THE INTERSECTION OF THE WESTERLY RIGHT OF WAY LINE OF LINWOOD AVENUE AS RECORDED IN BOOK 251, PAGE 342, AND AN EASTERLY PROJECTION OF THE NORTH LINE OF WILDWOOD SOUTH, AS RECORDED IN BOOK 900, PAGE 591, BOTH IN THE CONVEYANCE RECORDS OF CADDO PARISH, LOUISIANA, AND BEING THE POINT OF BEGINNING OF THE TRACT DESCRIBED HEREIN; THENCE CONTINUE WEST A DISTANCE OF 20 FEET ALONG SAID EASTERLY PROJECTION TO THE NORTHEAST CORNER OF SAID WILDWOOD SOUTH; THENCE WEST ALONG THE NORTH LINE OF SAID WILDWOOD SOUTH A DISTANCE OF 230.00 FEET; THENCE NORTH A DISTANCE OF 708.00 FEET TO THE SOUTH RIGHT OF WAY LINE OF ROSE AVENUE AS RECORDED IN BOOK 450, PAGE 177, CONVEYANCE RECORDS OF CADDO PARISH, LOUISIANA; THENCE EAST A DISTANCE OF 250.00 FEET TO THE WEST RIGHT OF WAY LINE OF SAID LINWOOD AVENUE; THENCE SOUTH A DISTANCE OF 710.00 FEET ALONG SAID WEST RIGHT OF WAY LINE TO THE POINT OF BEGINNING; SAID TRACT HEREIN DESCRIBED CONTAINING 4.07 ACRES, MORE OR LESS. THIS DESCRIPTION WAS CREATED WITHOUT THE BENEFIT OF AN ACTUAL ON THE GROUND SURVEY. SECTION 14, T16N, R14W, CADDO PARISH, LOUISIANA.

Alan Clarke, Executive Director
Metropolitan Planning Commission

ORDINANCE NO. 6088 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 NINE PARCELS, NAMELY: EAST 28.5 FEET OF LOT 29 & WEST 16 FEET OF LOT 28, BLOCK 2, GILMER SUBDIVISION (GEO NO. 181331-075-0051-00); EAST 24 FEET OF LOT 28 & WEST HALF OF LOT 27, BLOCK 2, GILMER SUBDIVISION (181331-075-0035-00); LOT 21, BLOCK 2, GILMER SUBDIVISION (GEO NO. 181331-075-0021-00); LOT 20, BLOCK 2, GILMER SUBDIVISION (GEO NO. 181331-075-0020-00); LOT 17 & WEST 10 FEET OF LOT 16, BLOCK C, HIGHLAND PARK SUBDIVISION (GEO NO. 181331-072-0106-00); WEST 30 FEET OF LOT 19 & EAST 10 FEET OF LOT 20, BLOCK C, HIGHLAND PARK SUBDIVISION (GEO NO. 181331-072-0111-00); LOT 35 & EAST HALF OF LOT 36, BELLMONT SUBDIVISION (GEO NO. 181331-050-0091-00); LOT 38 & EAST 10 FEET OF LOT 39, EMERALD HILL SUBDIVISION (GEO NO. 171305-006-0038-00); LOT 7, WOODLAWN SUBDIVISION (GEO NO. 171305-038-0007-00) AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, Taylor Family Property, LLC and SJR Investments have separately applied under Section 19-31 of the Code of Ordinances to acquire certain property adjudicated to the Parish for unpaid property taxes;

WHEREAS, Taylor Family Property, LLC and SJR Investments meet the requirements to acquire those properties based on their applications;

WHEREAS, these properties are adjudicated to the Parish for unpaid property taxes;

WHEREAS, under the Caddo Reinvest program the Parish is required to take full ownership interest in these properties prior to transferring them to Taylor Family Property, LLC and SJR Investments;

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 properties;

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 properties:

- a) East 28.5 feet of Lot 29 & West 16 feet of Lot 28, Block 2, Gilmer Subdivision (Geo. No. 181331-075-0051-00)
- b) East 24 feet of Lot 28 & West Half of Lot 27, Block 2, Gilmer Subdivision (Geo. No. 181331-075-0035-00)
- c) Lot 21, Block 2, Gilmer Subdivision (181331-075-0021-00)
- d) Lot 20, Block 2, Gilmer Subdivision (181331-075-0020-00)
- e) Lot 17 & West 10 feet of Lot 16, Block C, Highland Park Subdivision (Geo. No. 181331-072-0106-00)
- f) West 30 feet of Lot 19 & East 10 feet of Lot 20, Block C, Highland Park Subdivision (Geo. No. 181331-072-0111-00)
- g) Lot 35 & East Half of Lot 36, Belmont Subdivision (Geo. No. 181331-050-0091-00)
- h) Lot 38 & East 10 feet of Lot 39, Emerald Hill Subdivision (Geo. No. 171305-006-0038-00)
- i) Lot 7, Woodlawn Subdivision (Geo. No. 171305-038-0007-00)

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.

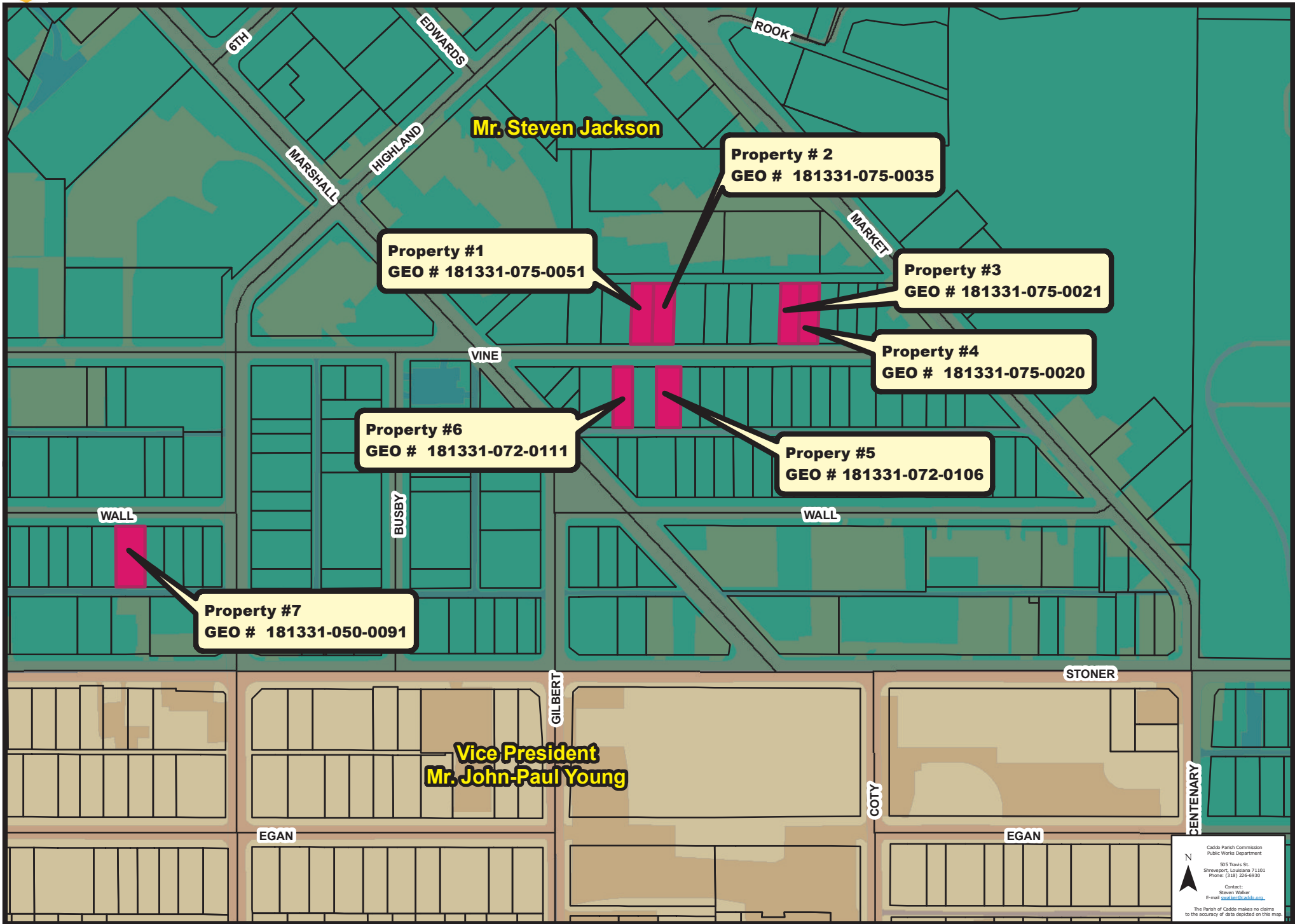
BE IT FURTHER ORDAINED, that this ordinance shall take effect upon adoption.

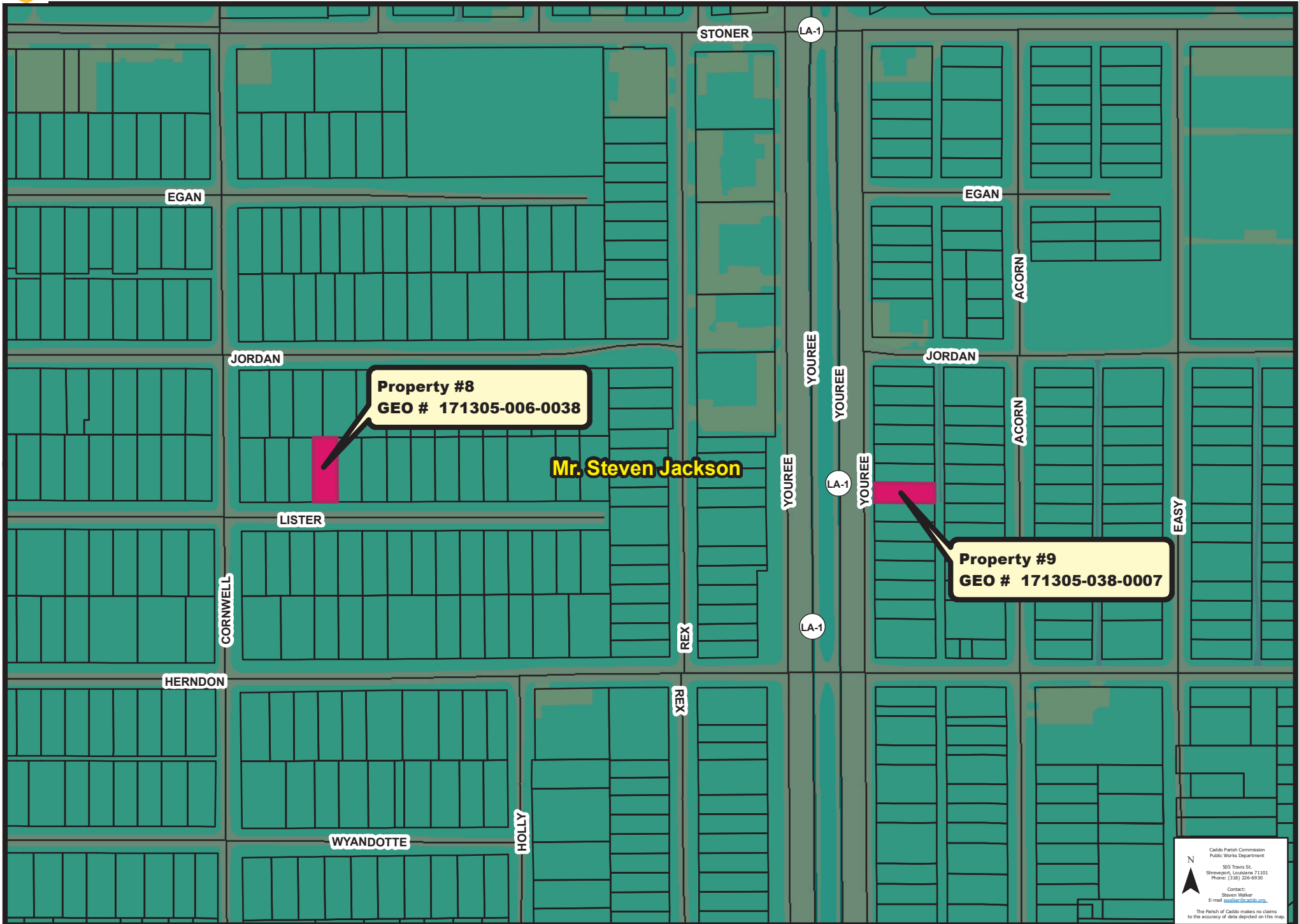
BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form:

Parish Attorney

Date





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

TITLE		
<p>Ordinance 6388 of 2023</p> <p style="text-align: center;">AN ORDINANCE DECLARING THE INTENT OF THE PARISH UNDER LA. R.S. 47:2236 TO ACQUIRE FULL OWNERSHIP INTEREST IN NINE PARCELS, NAMELY: EAST 28.5 FEET OF LOT 29 & WEST 16 FEET OF LOT 28, BLOCK 2, GILMER SUBDIVISION (GEO. NO. 181331-075-0051-00); EAST 24 FEET OF LOT 28 & WEST HALF OF LOT 27, BLOCK 2, GILMER SUBDIVISION (GEO. NO. 181331-075-0035-00); LOT 21, BLOCK 2, GILMER SUBDIVISION (GEO. NO. 181331-075-0021-00); LOT 20, BLOCK 2, GILMER SUBDIVISION (GEO. NO. 181331-075-0020-00); LOT 17 & WEST 10 FEET OF LOT 16, BLOCK C, HIGHLAND PARK SUBDIVISION (GEO. NO. 181331-072-0106-00); WEST 30 FEET OF LOT 19 & EAST 10 FEET OF LOT 20, BLOCK C, HIGHLAND PARK SUBDIVISION (GEO. NO. 181331-072-0111-00); LOT 35 & EAST HALF OF LOT 36, BELLMONT SUBDIVISION (GEO. NO. 181331-050-0091-00); LOT 38 & EAST 10 FEET OF LOT 39, EMERALD HILL SUBDIVISION (GEO. NO. 171305-006-0038-00); LOT 7, WOODLAWN SUBDIVISION (GEO. NO. 171305-038-0007-00) AND TO OTHERWISE PROVIDE WITH RESPECT THERETO</p>		
DATE 10/10/2023	ORIGINATING DEPARTMENT: Public Works	
BACKGROUND INFORMATION		
<p>The Parish has received requests to acquire nine (9) adjudicated properties under the Caddo Reinvest program. The process requires the Parish to acquire ownership, and this ordinance is the first step under state law for the Parish to do so.</p>		
FINANCIAL IMPACT AND SOURCE OF FUNDING		
<p>The Parish will receive the appraised value of the property.</p>		
EFFECT(S) OF PROPOSED ACTION		
<p>Remove property from the adjudicated tax roll and return back to the economic stream of commerce.</p>		
ALTERNATIVES/STAFF RECOMMENDATION		
<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>		
KEY STAFF CONTACT		
<p>William M. Talton</p>		
COORDINATION		
Department Head	(Initial)	
Parish Administrator/CEO	(Initial)	
ADJUDICATED PROPERTY APPLICANTS		
Property Number	Acquired Party	District Number
181331-075-0051-00	Taylor Family Property, LLC	3
181331-075-0035-00	Taylor Family Property, LLC	3
181331-075-0021-00	Taylor Family Property, LLC	3
181331-075-0020-00	Taylor Family Property, LLC	3

181331-072-0106-00	Taylor Family Property, LLC	3
181331-072-0111-00	Taylor Family Property, LLC	3
181331-050-0091-00	Taylor Family Property, LLC	3
171305-006-0038-00	Taylor Family Property, LLC	3
171305-038-0007-00	SJR Investments	3

ORDINANCE NO. 6389 OF 2023

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE ADOPTING THE BUDGET OF ESTIMATED
REVENUES AND EXPENDITURES FOR THE **SHREVE**
MEMORIAL LIBRARY FOR THE YEAR 2024

BE IT ORDAINED by the Caddo Parish Commission, in legal and regular session convened, that the Budget of Estimated Revenues and Expenditures for the **Shreve Memorial Library** for the year 2024, is hereby adopted and appropriated as follows, to wit

2024 BUDGET

Revenues

Ad Valorem Taxes	\$ 17,237,600
State Revenue Sharing	340,000
Interest Earned	10,000
Other Receipts	280,000
Fines and Forfeitures	<u>6,000</u>
Total Revenues	<u>17,873,600</u>

Expenditures

Shreve Memorial Library Maintenance and Operation	17,378,600
Library Debt Service	-
Capital	<u>6,185,000</u>
Total Expenditures	<u>23,563,600</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>(5,690,000)</u>
	.
Fund Balance at Beginning of Year	<u>24,932,500</u>
Fund Balance at End of Year	<u><u>\$ 19,242,500</u></u>

BE IT FURTHER ORDAINED that any time during the year the Shreve Memorial Library Board of Control shall have the authority to transfer part or all of the unencumbered appropriation from one budget category to another budget category within the Library Fund.

Shreve Memorial Library

2024 BUDGET MESSAGE

TO: The Caddo Parish Commission, Shreve Memorial Library Board of Control, and the Citizens of Caddo Parish

In compliance with Article VI, Section 6.02 of the Caddo Parish Home Rule Charter, the Shreve Memorial Library Board is pleased to submit its proposed 2024 budget document for consideration and adoption by the Caddo Parish Commission. The annual Shreve Memorial Library budget represents one of the most important items the Board of Control enacts each year. This budget reflects the resources, strategies, and goals of Shreve Memorial Library needed in the delivery of library services to our citizens.

The accounting and budgeting format affords you an easy, readable, and understandable budget with a detailed category breakdown of expenditures for Shreve Memorial Library. We optimized taxpayers' dollars to ensure they are wisely invested towards the operational needs and capital improvement of SML. We present you with a conservative budget for 2024, one that preserves funding for essential services upon which our citizens rely. The Shreve Memorial Library Board of Control is committed to providing quality service to Caddo Parish citizens, and a review of the proposed budget illustrates the Library's commitment to those fundamental services that are highly valued by our customers.

Budget Overview

The 2024 Budget is balanced in that revenues and fund balance reserves meet total 2024 expenditures. The recommendations included in the budget are guided by key principles of sound financial practices.

Revenue Forecast: The property tax is Shreve Memorial Library's major revenue source. In fact, it represents 96% of our total revenues. Hayley Barnett, Director of Caddo Parish Finance, provides the revenue projections for all agencies. Shreve Memorial Library used these figures in preparing the 2024 Budget. Her projections of tax revenues are conservative, which is good. The projected 2024 ad valorem tax revenues for Shreve Memorial Library estimate are \$17,237,600.

Salaries and Personnel Benefits: SML's total salaries and benefits amount is \$10,983,000. The Library plans to increase employee pay rates in response to inflation over the last few years. All employees will receive a cost-of-living adjustment of \$1.50 per hour at the start of the year. Also, all eligible employees will receive a merit raise of three percent. The Library will increase the Employee Pay Rate Schedule for all entry levels by the same \$1.50 COLA amount. This increase in entry level pay is necessary to help recruit new employees and retain quality staff once hired. Salary and benefits are two important factors that help SML provide the best possible service so that all citizens can 'Dream, Discover, and Do.'

Books and Library Materials: The Library's Materials budget will be \$1,747,000. This represents an increase of 5% over the previous year's amount. Books and Materials are the Library's 'Stock and Trade.' The challenge is that there are so many formats, including paper, magazines, movies, e-books, and many others. One area that continues to increase is the use of electronic materials, such as e-books, audio books, music, movies, and online magazines.

Library Capital Equipment and Vehicles: The Automation budget this year is \$345,000. The IT department will replace PCs, upgrade the network, and provide better Wi-Fi access. The Library needs to purchase two vehicles in 2024, one as a fleet replacement and one new outreach vehicle.

Maintenance & Repair Services: Maintenance and Repair services continue as one of the larger budget categories for Shreve Memorial Library. This year's amount for maintenance and repairs is \$1,750,000. Both repairs and remediation have become more frequent as all of our branches are nearing the two-decade mark or beyond. The cost for both upkeep of branches and IT maintenance has increased dramatically over the past few years.

Capital Improvement Program: The Library Capital Improvement program will run through 2028 and will include all branches.

In 1996, Shreve Memorial Library received approval of a new Capital-Operating millage. The other library tax was an operating millage only. The first phase was a complete replacement of all full-time branches, two new branches in needed areas, and capital grants for the nine towns/villages, which allowed these communities to expand the space for their library branches.

The next phase was to acquire new space for support services. The Administration and technical support services were a part of the Main Library, which is now the Downtown Branch and our third resource center for the SML system. As support services grew, the building at 424 Texas lacked adequate space to house both a resource center branch and support/administrative services. In addition, the Bookmobile Center was housed in a small branch, and the Center desperately needed more room to provide services. Shreve Memorial Library acquired a former call center at 885 Bert Kouns and moved support and administrative services there in 2015.

In 2019, the staff, Board, and a library consultant determined the needs for renovations, upgrades, and/or expansion in each full-time branch. The towns and villages in Caddo Parish providing library facilities were offered capital improvement grants to improve, expand, renovate, or move their library branch. The consultant and staff then identified specific plans of action for each branch.

In 2023, the Downtown Branch had a fire, and the water from the sprinkler system affected all 4 floors and the basement. To restore this historic building may cost more than \$5,000,000. The Library has already received over \$2,500,000 from the insurance companies. The Library must

increase the Capital Budget for 2024 since much of this remediation will be done in 2024. Thus, the Library is budgeting \$5,696,000 in Capital Expenditures. The priority will be getting the Downtown Branch back in operation, and then refreshing the rest of the full-time branches. All part-time branches in the towns and villages have received capital improvement grants over the last three years. All but two of the part-time branches have completed their renovations.

Capital Debt Service: The capital debt service (Certificate Indebtedness, Series 2012) was paid off in 2022. The Downtown Branch and other branches have been able to handle these expensive repair expenditures from the insurance revenues and the current fund balance. Unless we run into some expensive renovation surprises, SML will not need another Certificate of Indebtedness.

Fund Balance Reserve: An important element of a sound, comprehensive budget is to evaluate the impact of projected revenues and expenditures on the fund balance reserve.

The beginning fund balance for 2024 is projected to be \$24,932,600. The fund balance is an important mechanism to keep from using interim financing for operating expenditures every year. The Library can meet any revenue shortfalls.

The fund balance beyond the operating reserve of \$17,000,000 is necessary for the proposed capital projects. Completion of all full-time branch renovations will deplete the CIP reserve of the fund balance over the next few years.

Conclusion

Shreve Memorial Library is financially sound and continues to practice wise fiscal management. The 2024 Budget reflects the Library's goal of being able to make certain that funds are available for current and future Library services to our citizens.

Thank you for your continued help to provide our citizens with the best library services that they want and deserve.

John A. Tuggle, Executive Director
SHREVE MEMORIAL LIBRARY

Shreve Memorial Library Detailed Budget Worksheet

Description	2022 Actual	2023 Final Budget	2023 YTD Actual 7/31/2023	2023 Estimated Remaining	2023 Total Estimated	2024 Proposed Budget	% Change From YTD Estimated
Shreve Memorial Library Fund							
Revenues							
Ad Valorem Taxes	\$17,242,033	\$16,377,900	\$93,943	\$16,704,757	\$16,798,700	\$17,237,600	2.61%
Intergovernmental Revenues	\$287,956						
State Revenue Sharing	\$354,182	\$340,000	\$0	\$348,000	\$348,000	\$340,000	-2.30%
City On-behalf Payment	\$0						
Fines and Fees	\$9,365	\$6,000	\$3,813	\$3,187	\$7,000	\$6,000	-14.29%
Use of Money and Property: Interest E	-\$388	\$10,000	\$47,948	-\$44,748	\$3,200	\$10,000	212.50%
Other Revenues	\$322,104	\$2,575,300	\$1,950,877	-\$1,648,877	\$302,000	\$280,000	-7.28%
Total Revenues - Shreve Memorial Lib	\$18,215,252	\$19,309,200	\$2,096,581	\$15,362,319	\$17,458,900	\$17,873,600	2.38%
Expenditures							
Culture and Recreation							
Salaries, Fringe Benefits, and Payroll T.	\$10,120,253	\$11,296,100	\$5,531,100	\$4,467,200	\$9,998,300	\$10,983,000	9.85%
Supplies	\$234,519	\$312,000	\$107,100	\$95,100	\$202,200	\$263,800	30.46%
Utilities	\$749,353	\$937,200	\$424,000	\$355,000	\$779,000	\$976,700	25.38%
Repairs and Maintenance	\$1,355,402	\$1,641,100	\$820,400	\$819,600	\$1,640,000	\$1,750,000	6.71%
Insurance	\$222,411	\$320,000	\$49,794	\$269,206	\$319,000	\$335,000	5.02%
Books and Library Materials	\$1,481,653	\$1,664,000	\$1,040,500	\$616,500	\$1,657,000	\$1,747,200	5.44%
Contract, General and Miscellaneous	\$1,092,200	\$1,228,400	\$710,700	\$368,700	\$1,079,400	\$1,322,900	22.56%
Total Culture and Recreation	\$15,255,791	\$17,398,800	\$8,683,594	\$6,991,306	\$15,674,900	\$17,378,600	10.87%
Capital Debt Service							
Total Debt Service	\$677,988	\$0	\$0	\$0	\$0	\$0	
Capital Outlay							
Office, Equipment, Computers, etc.	\$497,923	\$334,000	\$176,800	\$156,200	\$333,000	\$369,000	10.81%
Vehicles	\$0	\$99,000	\$0	\$0	\$0	\$120,000	
Building Renovations, Expansion, and U	\$254,191	\$7,874,600	\$1,806,900	\$873,100	\$2,680,000	\$5,696,000	112.54%
Total Capital Outlay	\$752,114	\$8,307,600	\$1,983,700	\$1,029,300	\$3,013,000	\$6,185,000	105.28%
Total Expenditures	\$16,685,893	\$25,706,400	\$10,667,294	\$8,020,606	\$18,687,900	\$23,563,600	26.09%
Excess (deficiency) of Revenues Over (Under) Expenditures	\$1,529,359	(\$6,397,200)	(\$8,570,713)		(\$1,229,000)	(\$5,690,000)	
Other Financing Sources (Uses)	\$0	\$0	\$0		\$0	\$0	
Fund Balance, Beginning	\$26,161,492	\$21,893,200	\$27,690,851		\$26,161,500	\$24,932,500	-4.70%
Fund Balance, Ending	\$27,690,851	\$15,496,000	\$19,120,138		\$24,932,500	\$19,242,500	-22.82%

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

TITLE	
Ordinance <u>6357</u> of 2023	
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 short-term rentals, with all their provisions included herein, and to otherwise provide with respect thereto.	
DATE: 10/19/2023	ORIGINATING DEPARTMENT:
The Shreveport Metropolitan Planning Commission of Caddo Parish (MPC)	
BACKGROUND INFORMATION	
<p>This code text amendment ordinance was initiated by the Caddo Parish Commission in August 2023, and address short-term rentals including, but not limited to, establishing regulations for the permitting of short-term rentals within the jurisdiction of the Caddo Parish Planning and Zoning Commission's planning area, but outside of the corporate limits of the City of Shreveport.</p> <p>The intention is for these amendments to mirror similar regulations as those found in the City of Shreveport UDC—which regulates short-term rentals through its general land use and zoning authority. The City established short-term rental regulations in 2021.</p> <p>These amendments will affect the following articles of the Caddo Parish UDC: Article 5. – Uses; Article 6. – Use Standards; Article 15. – Application Procedures; and Article 23. – Short-Term Rental Property, establishing a permit registration process, with all provisions included therein.</p>	
FINANCIAL IMPACT AND SOURCE OF FUNDING	
None	
EFFECT(S) OF PROPOSED ACTION	
<p>These changes are consistent with the following provisions of the Shreveport- Caddo 2030 Great Expectations Master Plan:</p> <ul style="list-style-type: none"> • Ensuring equitable health and safety outcomes for all; • Ensuring regulatory processes are responsive and efficient; • Making the UDC more customer friendly; and • Revising regulations for best practices and enforcement. 	
ALTERNATIVES/STAFF RECOMMENDATION	
<p>See Exhibit "A" for summary of proposed amendments See Exhibit "B" for amendment details See Exhibit "C" for Table 15-1 See Exhibit "D" for Article 23. SHORT-TERM RENTAL PROPERTY See Exhibit "E" for FAQs See Exhibit "F" for STR Application See Exhibit "G" for STR Guidesheet See Exhibit "H" for STR Permit See Exhibit "I" for PZC Staff Report_23-5-CTAP</p>	
KEY STAFF CONTACT	
Adam Bailey, Community Planning and Design Manager, MPC	
COORDINATION	
Department Head	(Initial)
Parish Administrator/CEO	(Initial)

ORDINANCE NO. 6357 OF 2023

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, RELATIVE TO SHORT-TERM RENTAL PROPERTY, WITH ALL THEIR 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 various new provisions and procedures relative to short-term rental property in Article 5. – Uses; Article 6. – Use Standards; Article 15. – Application Procedures; and Article 23. – Short-Term Rental Property, with all provisions included therein.

I. Article 5, Section 5.2, Table 5-1 USE MATRIX is amended to read as follows:

- Delete the row "~~Transient Vacation Rental~~" from Table 5-1: Use Matrix.
- Add new row "Short-Term Rental Property" as a permitted use (P) / special exception use (E) in the following zoning districts.
 - R-A (P/E)
 - R-E (P/E)
 - R-1-12 (P/E)
 - R-1-10 (P/E)
 - R-1-7 (P/E)
 - R-1-5 (P/E)
 - R-UC (P/E)
 - R-HU (P/E)
 - R-TH (P/E)
 - R-2 (P/E)
 - R-3 (P/E)
 - R-4 (P/E)
 - R-MHS (P/E)
 - C-1 (P/E)
 - C-2 (P/E)
 - C-3 (P/E)
 - C-4 (P/E)
 - C-UC (P/E)
 - C-UV (P/E)
 - D-1-CBD (P/E)
 - D-1-E (P/E)
 - D-1-CMU (P/E)
 - D-1-RMU (P/E)
 - D-1-AC (P/E)
 - D-1-HC (P/E)
 - I-MU (P/E)

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

ARTICLE 5. – USES

5.3– USE DEFINITIONS

* * * * *

Bed and Breakfast. A single-family residential dwelling, or portion of a residential dwelling, where a resident and/or owner, who lives on the premises, provides lodging for a daily fee in guest rooms with no in-

~~room-cooking facilities and prepares meals for guests. A bed and breakfast may include dining facilities.~~

~~* * * * *~~

Short-Term Rental Property (STR). Defined in Article 23.

~~* * * * *~~

~~Transient Vacation Rentals. A dwelling or a room or suites of rooms, with or without culinary facilities, is subject to a transient vacation rental agreement with an occupancy duration of fewer than 30 days. All transient vacation rentals must be licensed by the Director of Finance.~~

~~* * * * *~~

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

ARTICLE 6. – USE STANDARDS

6.1– PRINCIPAL USE STANDARDS

~~* * * * *~~

E. Bed and Breakfast

1. The exterior of a bed and breakfast must maintain its original appearance as a single-family dwelling. Parking for any bed and breakfast shall comply with all applicable parking provisions as described in Article 9 of this Code. All vehicles shall be parked in designated parking areas, and parking is prohibited in any landscaped area. No parking may be located in front of the front building line.
2. Cooking facilities are prohibited in individual guest rooms.
- ~~3. Leasing a common dining area for social events is prohibited. No retail sales are permitted.~~
- ~~4.~~3. Breakfast must be served to guests at a minimum. Meals may only be served to registered guests unless the meal is part of a special event. Special events may only be allowed through a temporary use permit approved by the Zoning Administrator.
- ~~5.~~4. Guest stays are limited to a maximum of 14 consecutive days.
- ~~6.~~5. Bed and breakfasts are limited to a maximum of eight guests. Bed and breakfast facilities are limited to having six (6) or less guest rooms, and may not exceed two (2) adults per room. If the bed and breakfast wishes to allow more than the maximum number of allowed rooms and/or adults per room, special exception use approval by the Zoning Board of Appeals is required.
- ~~7.~~6. One sign, either freestanding or wall, is permitted. Such a sign may not exceed six square feet and is limited to five feet in height.
- ~~8.~~7. Bed and breakfasts are permitted to host private events including, but not limited to, wedding receptions, holiday parties, and fundraisers luncheons, banquets, parties, weddings, meetings, charitable fundraising, commercial or advertising activities, or other similar gatherings for direct or indirect compensation, but must obtain a temporary use permit in accordance with Article 16. Private events may include food and beverages that are prepared and served on-site or by a caterer to invited guests. Live entertainment may be provided as an ancillary use as part of an event.

~~* * * * *~~

KK. Short-Term Rental Property

All Short-Term Rental properties are subject to all regulations, standards, and permit registration process as established in Article 23 of this Code, as well as any law, ordinance, or regulation established in the Caddo Parish Code of Ordinances.

* * * * *

LL. Transient Vacation Rentals

~~All transient vacation rentals are subject to the requirements of this Code and the following standards:~~

- ~~1. Transient Occupants means any person or guest or invitee of such person who occupies or is in actual or apparent control or possession of residential property registered as a Vacation Rental.~~
- ~~2. Transient Vacation Rental shall mean any dwelling unit that is advertised or held out to the public to be rented to Transient Occupants.~~
- ~~3. All transient vacation rentals must be licensed by the Director of Finance.~~

* * * * *

IV. Article 15, Section 15.1 is amended by substituting Exhibit C hereto in place of the existing Table 15-1.

V. Add Article 23, as referenced hereto in Exhibit D.

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
SUMMARY MINUTES OF THE PUBLIC HEARING SEPTEMBER 27, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, September 27, 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
Adam Bailey, Community Planning & Design Manager
Kamrin Hooks, Executive Assistant/Planner 1
Donna Frazier, Parish Attorney's Office
Tanner Yeldell, City Attorney's Office
Stephen Jean, Deputy Director
Reginald Jordan, Zoning Administrator

Members Absent

None

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

The meeting was called to order & the procedure for hearing the applications on today's agenda was explained. Speakers should speak clearly into the microphone & give their name & mailing address for further reference. Comments on any item not on the agenda will be limited to 3 minutes at the end of the public hearing. Any written comments that were submitted may be viewed in the public record files.

All decisions rendered by the 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 August 23, 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. 23-5-CTAP CODE TEXT AMENDMENT

Applicant: Caddo Parish Planning and Zoning Commission (PZC)
Request: Code Text Amendments to the Caddo Parish UDC regarding Short-Term Rental Property

Representative &/or support:

Stacy Brown, Visit Shreveport-Bossier 629 Spring St, Shreveport, La, 71101

Brown stated that short-term rentals are a growing industry. She insisted that if done right, proper regulation would protect both property owners and visitors. Brown said that short-term rental regulation is beneficial because it would provide basic standards for people to meet like providing smoke detectors or other safety measures that are included in the amendment.

MARCHIVE asked if hotels or motels object to short-term rentals. Brown stated that they just want a level playing field where short-term rentals have as many regulations as they do. No further discussion ensued.

Opposition:

Oren Welborn 1231 Pine Island Rd, Shreveport, La, 71107

Welborn stated he operates short-term properties and after reading the amendment he has several concerns. He stated that short-term rentals in the parish are different and operate differently than ones in the city. He stated for example, there are fewer options in the parish, so profit is high as well as there a distinct rural character that the city short-term rentals do not give because they are surrounded by many other properties. He stated that his short-term rental properties, as well as other properties in the area are separated by any other business or residence. Welborn stated that short-term rental owners invest so much in their properties, that they regulate them themselves. He stated that as a short-term rental owner with sites such as Airbnb, they have regulations that people must abide by, and the owners have their own rules and regulations for themselves and tenants. Welborn said that only the best rental properties make money, and so reviews regulate things like safety and accessibility. He claimed that an official amendment is unnecessary and an overreach of the government because short-term rentals are self-governing. He closed by saying that this amendment was a violation of civil liberties.

GREEN asked if the short-term rental that Welborn operates was his primary residence. She also asked him how often his rental was booked. Welborn answered that he leaves the entire Airbnb calendar open and whenever it is booked, he leaves.

HUMPHRY asked the opposition who the governing body was of the rental properties over the tenants. Welborne answered that it is self-governing, based on the reviews.

NEUBERT then asked if the rental property does not have safety measures like a smoke alarm, will the listing be removed by the site (Airbnb) used to advertise the rental. Welborn answered that the renter could contact Airbnb and get them to launch an investigation based on the concern.

NEUBERT then asked for clarification on what Welborn was opposing in the amendment. Welborn answered that the existing rules on the platform for the rentals are enough safety parameters and regulations.

MARCHIVE asked if Welborn would object to having a fee for owning a short-term rental, to which he replied yes.

No further discussion was had.

The Parish Attorney FRAIZER advised for any Board members who own a short-term rental to recuse themselves from voting. BROWN recused himself from voting.

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 5-0 vote: Ayes: Messrs. HUMPHREYS & MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: NONE ABSTAIN: Messrs. BROWN.

END OF PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

OTHER MATTERS TO BE REVIEWED BY THE COMMISSION

CHAIR/BOARD MEMBER'S COMMENTS

ADJOURN 4:54 p.m.

draft

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

CADDO PARISH UDC CODE TEXT AMENDMENT SUMMARY: 23-5-CTAP
— Short-Term Rentals—

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 the 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.

MPC Case #23-5-CTAC recommends nine (9) text amendments at this time.

REQUEST: To revise Articles 5, Article 6, and Article 15 of the Caddo Parish DC, and add Article 23 to the Caddo Parish UDC, relative to short-term rental requirements, with all provisions included therein.

FINDINGS: Staff certifies that the proposed UDC amendments are consistent with the master plan.

CASE HISTORY:

- In August 2023, in order to help address the negative impacts of short-term rentals with the PZC's planning limits, the Caddo Commission requested text amendments to the UDC regarding short-term rental permitting.
- Proposed revisions were to mirror those of the Shreveport UDC.

MASTER PLAN CONSISTENCY: These amendments are consistent with the 2030 Great Expectations Master Plan:

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

STAFF ANALYSIS:

- Currently, provisions in the Caddo Parish UDC do not adequately address short-term rentals. MPC staff agree that these uses may have a tendency to have problematic external effects on neighborhoods.
- To date, more than 360 STRs are operating in the MPC's Planning Limits (+/-330 in the City, +/-30 in the PZC).
- In 2017, one (1) STR was identified as operational in Caddo Parish; today, close to 30 STR's are operating.
- These proposed amendments would require all short-term rentals properties (in the PZC's planning limits) to have a valid STR permit—either a 'Type A' or 'Type B'—and said permits would require renewal every two (2) years.
- 'Type A' means a portion of the property is rented out (i.e., a bedroom or ADU), with a maximum of 2 adults per bedroom; and approved administratively.
- 'Type B-1' means the whole unit/property is rented out, with a maximum of 10 guests allowed, and is also approved administratively. 'Type B-2' means that either the applicant wants to allow more than 10 guest to stay, or there are more than three (3) approved STR within 500' of that proposed application. 'Type B-2' permits require Special Exception approval by the PZC.
- Recommended fees for STR Permits are \$150 for 'Type A' and \$250 for 'Type B'.

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

RECOMMENDED UDC AMENDMENTS. 23-5-CTAP.

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. Sometimes those revisions reflect the changing nature of business in the community, and sometimes they are to correct "errors" in the Code.

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

Explanations: The purpose of these short-term rental amendments is to establish regulations, standards, and a permit registration process governing the renting of privately owned residential dwelling units on a short-term basis; ensure the collection and payment of sales and occupancy taxes, as established in the Shreveport Code of Ordinances; ensure that short-term rental activities do not threaten the character of residential neighborhoods; ensure the protection of the existing housing rental stock; and ensure that such short-term rental activities do not become a nuisance or threaten the public health, safety or welfare of neighboring properties.

Likewise, as part of these amendments, definitions and use standards for bed and breakfast are also being proposed to best reflect its relationship with the short-term rental property as a separate use.

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

- Delete "~~Transient Vacation Rental~~" from the Use Matrix.
- Add "Short-Term Rental Property" as a permitted use (P) / special exception use (E) in the following zoning districts.

○ R-A (P/E)	○ C-1 (P/E)
○ R-E (P/E)	○ C-2 (P/E)
○ R-1-12 (P/E)	○ C-3 (P/E)
○ R-1-10 (P/E)	○ C-4 (P/E)
○ R-1-7 (P/E)	○ C-UC (P/E)
○ R-1-5 (P/E)	○ C-UV (P/E)
○ R-UC (P/E)	○ D-1-CBD (P/E)
○ R-HU (P/E)	○ D-1-E (P/E)
○ R-TH (P/E)	○ D-1-CMU (P/E)
○ R-2 (P/E)	○ D-1-RMU (P/E)
○ R-3 (P/E)	○ D-1-AC (P/E)
○ R-4 (P/E)	○ D-1-HC (P/E)
○ R-MHS (P/E)	○ I-MU (P/E)
- Delete "Transient Vacation Rental" from the Use Matrix.

Explanation: Depending on the Short-Term Rental Permit—whether 'Type A,' Type B-1' or Type B-2,' a short short-term rental property will either be a permitted use by-right (P) or will require a Special Exception Use (E), which requires review and approval by the Zoning Board of Appeals.

[Note (1): See Exhibit "C" for revised Table 5-1]

2. Amend definition for "Bed and Breakfast " in ARTICLE 5. USES, SECTION 5.3 USE DEFINITIONS in the Caddo Parish UDC.

5.3 USE DEFINITIONS

Bed and Breakfast. A ~~single family~~ residential dwelling, or portion of a residential dwelling, where a resident and/or owner, who lives on the premises, provides lodging for a daily fee ~~in guest rooms with no in-room cooking facilities~~ and prepares meals for guests. A bed and breakfast may include dining facilities.

3. Add new definition for "Short-Term Rental Property" in ARTICLE 5. USES, SECTION 5.3 USE DEFINITIONS in the Caddo Parish UDC.

5.3 USE DEFINITIONS

Short-Term Rental Property (STR). Defined in Article 23.

4. Delete definition "Transient Vacation Rentals " in ARTICLE 5. USES, SECTION 5.3 USE DEFINITIONS in the Caddo Parish UDC.

5.3 USE DEFINITIONS

* * * * *

~~Transient Vacation Rentals. A dwelling or a room or suites of rooms, with or without culinary facilities, is subject to a transient vacation rental agreement with an occupancy duration of fewer than 30 days. All transient vacation rentals must be licensed by the Director of Finance~~

* * * * *

5. Amend use standard "Bed and Breakfast" in ARTICLE 6. USE STANDARDS, SECTION 6.1 PRINCIPAL USE STANDARDS, Subsection 6.1.E in the Caddo Parish UDC to now read as follows.

6.1 PRINCIPAL USE STANDARDS

* * * * *

E. Bed and Breakfast

1. The exterior of a bed and breakfast must maintain its original appearance as a single-family dwelling. Parking for any bed and breakfast shall comply with all applicable parking provisions as described in Article 9 of this Code. All vehicles shall be parked in designated parking areas, and parking is prohibited in any landscaped area. ~~No parking may be located in front of the front building line.~~
2. Cooking facilities are prohibited in individual guest rooms.
- ~~3. Leasing a common dining area for social events is prohibited. No retail sales are permitted.~~
- ~~4.3.~~ Breakfast must be served to guests at a minimum. Meals may only be served to registered guests unless the meal is part of a special event. Special events may only be allowed through a temporary use permit approved by the Zoning Administrator.
- ~~5.4.~~ Guest stays are limited to a maximum of 14 consecutive days.
- ~~6.5.~~ Bed and breakfasts are limited to a maximum of eight guests. Bed and breakfast facilities are limited to having six (6) or less guest rooms, and may not exceed two (2) adults per room. If the bed and breakfast wishes to allow more than the maximum number of allowed rooms and/or adults per room, special exception use approval by the Zoning Board of Appeals is required.
- ~~7.6.~~ One sign, either freestanding or wall, is permitted. Such a sign may not exceed six square feet and is limited to five feet in height.
- ~~8.7.~~ Bed and breakfasts are permitted to host private events including, but not limited to, ~~wedding receptions, holiday parties, and fundraisers~~ luncheons, banquets, parties, weddings, meetings, charitable fundraising, commercial or advertising activities, or other similar gatherings for direct or indirect compensation, but must obtain a temporary use permit in accordance with Article 16. Private events may include food and beverages that are prepared and served on-site or by a caterer to invited guests. Live entertainment may be provided as an ancillary use as part of an event.

* * * * *

6. Add new use standard "Short-Term Rental Property" as "KK " in ARTICLE 6. USE STANDARDS, SECTION 6.1 PRINCIPAL USE STANDARDS in the Caddo Parish UDC to now read as follows. Re-alphabetize all subsequent uses accordingly.

6.1 PRINCIPAL USE STANDARDS

* * * * *

KK. Short-Term Rental Property

All Short-Term Rental properties are subject to all regulations, standards, and permit registration process as established in Article 23 of this Code, as well as any law, ordinance, or regulation established in the Caddo Parish Code of Ordinances.

* * * * *

7. Delete use standard "Transient Vacation Rentals" in ARTICLE 6. USE STANDARDS, SECTION 6.1 PRINCIPAL USE STANDARDS in the Caddo Parish UDC. Re-alphabetize all subsequent uses accordingly.

6.1 PRINCIPAL USE STANDARDS

* * * * *

~~LL. Transient Vacation Rentals~~

~~All transient vacation rentals are subject to the requirements of this Code and the following standards:~~

- ~~1. Transient Occupants means any person or guest or invitee of such person who occupies or is in actual or apparent control or possession of residential property registered as a Vacation Rental.~~
- ~~2. Transient Vacation Rental shall mean any dwelling unit that is advertised or held out to the public to be rented to Transient Occupants.~~
- ~~3. All transient vacation rentals must be licensed by the Director of Finance.~~

* * * * *

8. Add new row "Short-Term Rental" to Table 15-1 in ARTICLE 15. APPLICATION PROCEDURES, SECTION 15.1 APPLICATION, SUBSECTION 15.1.F in the Shreveport UDC.

[Note (1): See Exhibit "D" TABLE 15-1: SUMMARY OF APPLICATION ACTIONS]

9. Add new ARTICLE 23. SHORT-TERM RENTAL PROPERTY in the Caddo Parish UDC.

[Note (2): See Exhibit "E" ARTICLE 23. SHORT-TERM RENTAL PROPERTY]

TABLE 15-1: SUMMARY OF APPLICATION ACTIONS							
APPLICATIONS	ADMINISTRATORS						
	Zoning Administrator	Historic Preservation Commission (HPC)	Executive Director	Caddo Parish Planning and Zoning Commission (PZC)	Parish Commission	Caddo Parish Civil District Court	Unified Development Code Source Cited
Parish Commission							
Code Text Amendment			RR	PH & RR	D	A	Section 16.1
Zoning Map Amendment (Zoning Change)			RR	PH & RR	D	A	Section 16.2
Planned Unit Developments (PUD & SPUD)			RR	PH & RR	D	A	Section 16.8
Variance to Zoning			RR	PH & D		A	Section 16.4
Special Exception Use			RR	PH & D	A		Section 16.5
Appeal to Staff Administrative Decisions				R & D		A	Section 16.13
Caddo Parish Planning and Zoning Commission							
Special Use Permit			RR	PH & D	A	A	Section 16.3
Site Plan Review – MPC			RR	D		A	Section 16.7
Subdivision – Major			RR	PH & D	A	A	Article 17
Subdivision – Minor			RR	D	A	A	Article 17
Executive Director							
Administrative Exception to Zoning			R & D	A			Section 16.6
Site Plan Review – Administrative			R & D	A			Section 16.7
Zoning Interpretation	R		R & D	A			Section 16.10
Subdivision – Administrative			R & D		A	A	Article 17
Zoning Administrator							
Sign Permit	R & D			A			Section 16.9
Temporary Use Permit	R & D		R	A			Section 16.11
Certificate of Occupancy (CO)	R & D			A			Section 16.12
<u>Short-Term Rental Permit</u>	<u>R & D</u>			<u>A</u>	<u>A</u>	<u>A</u>	<u>Article 23</u>
KEY							
R = Review		RR = Review & Recommendation		PH – Public Hearing		D = Decision	A = Appeal

Article 23. SHORT-TERM RENTAL PROPERTY

ARTICLE 23. SHORT-TERM RENTAL PROPERTY

<u>23.1</u>	<u>PURPOSE</u>
<u>23.2</u>	<u>DEFINITIONS</u>
<u>23.3</u>	<u>ZONING AND RESIDENTIAL TYPE RESTRICTIONS</u>
<u>23.4</u>	<u>PERMIT REQUIRED</u>
<u>23.5</u>	<u>PERMIT TYPES AND USE STANDARDS</u>
<u>23.6</u>	<u>PERMIT APPLICATION, PROCEDURE, EXPIRATION, AND RENEWAL</u>
<u>23.7</u>	<u>LOCAL REPRESENTATIVE REQUIRED</u>
<u>23.8</u>	<u>HEALTH AND SAFETY STANDARDS</u>
<u>23.9</u>	<u>FEES AND TAXES</u>
<u>23.10</u>	<u>VIOLATIONS, PENALTIES, AND ENFORCEMENT</u>
<u>23.11</u>	<u>EXISTING SHORT-TERM RENTAL PROPERTY</u>
<u>23.12</u>	<u>APPEALS</u>

23.1 PURPOSE

- A. This Article shall apply to only short-term rental properties, as defined herein. A short-term rental property may be known, cited, or referred to as "short-term rentals" or "STR."
- B. The purpose of this Article is to establish regulations, standards, and a permit registration process governing the renting of privately owned residential dwelling units on a short-term basis; ensure the collection and payment of sales and occupancy taxes, as established in the Caddo Parish Code of Ordinances; ensure that short-term rental activities do not threaten the character of residential neighborhoods; ensure the protection of the existing housing rental stock; and ensure that such short-term rental activities do not become a nuisance or threaten the public health, safety or welfare of neighboring properties.
- C. This Article shall not supersede any private conditions, covenants, or restrictions applicable to a short-term rental property.

23.2 DEFINITIONS

For purposes of this Article, the following terms shall have the following meanings:

Commercial Meetings. Commercial meetings include, but not limited to, luncheons, banquets, parties, weddings, meetings, charitable fundraising, commercial or advertising activities, or other similar gatherings for direct or indirect compensation.

Host. Any person, who is the owner of a record of residential real property, or the lessee of residential real property under a written agreement for the lease of such real property, who offers that dwelling unit, or portion thereof, for short-term rental property either through a hosting platform or individually.

Hosting Platform. A marketplace, in whatever form or format, facilitates short-term rental property through advertising using any medium of facilitation, and the form in which the host uses the said platform to derive revenue, including booking fees or advertising revenue, from providing or maintaining the marketplace.

Local Representative. An individual locally located during the entire length of the short-term rental period who has access to the licensed premises and is authorized to make decisions regarding the licensed premises.

Professional Property Management Firm. An entity that is comprised of one or more professional property managers who oversee the operation, control, and maintenance of the real estate and physical property. This can include residential, commercial, and land real estate.

Professionally Managed Short-Term Rental: A short-term rental that is managed, operated, or controlled by a professional property management firm that oversees the operation, control, and maintenance of a short-term rental.

Resident. An individual or family who resides in the dwelling unit. The resident can be the owner or host of the short-term rental.

Article 23. SHORT-TERM RENTAL PROPERTY

Short-Term Rental Permit. A permit, issued by the Office of the Metropolitan Planning Commission, stating that the applicant is using a residential dwelling unit, accessory dwelling unit, or any room therein, as a short-term rental and that the said residential dwelling unit, as stated in the application, is up to code and complies with all health and safety regulations. There are three types of short-term rental permits: 'Type A,' 'Type B-1' and 'Type B-2.'

Short-Term Rental Permit 'Type A'. A Short-Term Rental Permit 'Type A' is the permit required for a host to rent a portion of a dwelling unit (i.e., individual bedroom or bedrooms) or an accessory dwelling unit (i.e., garage apartment or carriage house) is rented by a host to overnight guests. Commercial meetings, special events, or any other similar event as defined by this Article, which have the potential to cause traffic, parking, noise, or other impacts to the neighborhood are prohibited as part of any short-term-rental operation.

Short-Term Rental Permit 'Type B'. A Short-Term Rental Permit 'Type B' is the permit required for a host to rent an entire dwelling unit to overnight guests. A Short-Term Rental Permit 'Type B' can either be a 'Type B-1,' which is approved administratively by the Zoning Administrator, or a 'Type B-2,' which requires approval by the Zoning Board of Appeals. Commercial meetings, special events or any other similar event as defined by this Article which have the potential to cause traffic, parking, noise, or other impacts to the neighborhood are prohibited as part of any short-term-rental operation.

Short-Term Rental Property. A residential dwelling unit, accessory dwelling unit, or any room therein, available for rent for a term of less than thirty (30) consecutive calendar days, but excluding bed and breakfast and single-room occupancy.

Short-Term Renter. A person who exercises occupancy, or is entitled to occupancy as a short-term rental, because of concession, permit, right of access, license, or other agreement for a period of thirty (30) or fewer consecutive calendar days. Portions of days shall be counted as full calendar days.

23.3 ZONING AND RESIDENTIAL TYPE RESTRICTIONS

A. Any short-term rental property shall only operate in the allowable zoning districts as indicated within the Use Matrix, as described in Article 5 of this Code.

B. A short-term rental property is only allowed in the following residential structure types:

1. Single-Family Residence, Detached (e.g., a stand-alone single-family dwelling unit)
2. Single-Family Residence, Attached (e.g., a duplex, containing two units, where each unit is on a separate lot)
3. Two-Family Dwelling Unit (e.g., a duplex, on one lot, containing two units)
4. Multi-Family Unit (e.g., an apartment or triplex)
5. Townhouse
6. Accessory Dwelling Unit (as allowed per the Use Matrix in Article 5 of this Code)
7. A Mixed-Used Property (e.g., residential dwelling above the ground floor)
8. A Manufactured Home

23.4 PERMIT REQUIRED

No person or entity shall operate a short-term rental property, or advertise a residential property for use as a short-term rental, without the owner of the property first having obtained a short-term rental permit, either 'Type A,' 'Type B-1' or 'Type B-2,' as described in Section 23.5 of this Article, issued by the Zoning Administrator, or their designee.

23.5 PERMIT TYPES AND USE STANDARDS

Any host wishing to rent their dwelling unit, or portion thereof, for short-term rental, shall apply for one of the following short term rental types:

Article 23. SHORT-TERM RENTAL PROPERTY

A. Short-Term Rental Permit, 'Type A'

1. **When Required.** A Short-Term Rental Permit 'Type A' is required when a portion of a dwelling unit (i.e., individual bedroom or bedrooms) or an accessory dwelling unit (i.e., garage apartment) is rented by a host to overnight guests and no commercial meetings are held. Maximum occupancy of the short-term rental property shall comply with the approved short-term rental application.
2. **Notification.** As part of the application submittal process for a Short-Term Rental Permit 'Type A,' the applicant must prepare a notification letter that describes the operation and the number of bedrooms that will be rented to overnight guests and how to contact the owner or host by phone. The notification letter shall be mailed or delivered to all recognized organizations and owners of property abutting and directly across the street from the short-term rental upon issuance of the short-term rental permit. A copy of the notification letter and list with the names and addresses of all property owners and organizations that received said notification is required at the application submittal.
3. **Administrative Approval.** A Short-Term Rental Permit 'Type A' may be approved administratively by the Zoning Administrator.
4. **Allowed Structure Type.** A short-term rental property that requires a Short-Term Rental Permit 'Type A' is allowed only in the residential structure types as described in Section 23.3 of this Article.
5. **Accessory Dwelling Units.** On sites with an accessory dwelling unit, the resident can live in the primary or accessory dwelling unit and rent bedrooms in either dwelling unit.
6. **Number of Overnight Guests.** The total number of adults occupying a dwelling unit with an approved Short-Term Rental Permit 'Type A' may not exceed two (2) adults per bedroom.
7. **Parking.** Parking for Short-Term Rental Permit 'Type A' properties shall comply with all applicable residential parking provisions as described in Article 9 of this Code. All vehicles shall be parked in designated parking areas, and parking is prohibited in any landscaped area.
8. **Advertising.** All advertisements for any short-term rental property, as defined in this Code, must list the short-term rental permit number.
9. **Special Events Prohibited.** Weddings, corporate events, commercial functions, large parties, and other similar events which have the potential to cause traffic, parking, noise, or other impacts to the neighborhood are prohibited as part of any short-term-rental operation.

B. Short-Term Rental Permit, 'Type B'

1. **When Required.** A Short-Term Rental Permit 'Type B' is required when a host rents an entire dwelling unit to overnight guests. A Short-Term Rental Permit 'Type B' can either be 'Type B-1' or 'Type B-2'. Maximum occupancy of the short-term rental property shall comply with the approved short-term rental application.
2. **Notification.** As part of the application submittal process for a Short-Term Rental Permit 'Type B,' the applicant must prepare a notification letter that describes the operation and the total number of allowed overnight guests, and how to contact the owner or host by phone. The notification letter shall be mailed or delivered to all recognized organizations and owners of property abutting and directly across the street from the short-term rental upon issuance of the short-term rental permit. A copy of the notification letter and list with the names and addresses of all property owners and organizations that received said notification is required at the application submittal.
3. **Administrative Approval.** A Short-Term Rental Permit 'Type B-1' may be approved administratively by the Zoning Administrator if the total number of allowable overnight guests of the proposed short-term rental does not exceed ten (10) adults, nor does the proposed short-term rental property require special exception use approval due to distancing requirements.
4. **Special Exception Use Approval.** A Short-Term Rental Permit 'Type B-2' may only be allowed as a special exception use, and requires review and approval by the Zoning Board of Appeals per the requirements of Section 16.6 when:

Article 23. SHORT-TERM RENTAL PROPERTY

- a. Number of Overnight Guests. The host of a short-term rental property requests the total number of allowable overnight guests to exceed ten (10) adults.
 - b. Distance Requirements. No more than three (3) approved 'Type B' short-term rental permits shall be located within a 500 foot radius of an approved short-term rental permit, as measured from a point of the lot line on which such use is proposed to be located to the nearest point on the lot line on which any other of the same user is located, without the approval of a special exception use by the Caddo Parish Planning and Zoning Commission.
 - c. Discretion of the Executive Director. At any time during the review process for a Short-Term Rental 'Type-B' Permit, the Executive Director may determine that administrative approval is not appropriate and that special exception use approval shall be required if the proposal will not be compatible with the adjacent and surrounding properties or if the applicant fails to meet the any standards for the permit as described herein.
 - d. Exceptions. Only 'Type B' permit applications have STR distance requirements. No Short-Term Rental Permit 'Type A' application is subject to distance requirement under this Code, nor will any approved Short-Term Rental Permit 'Type A' property trigger any distance requirements for a proposed Short-Term Rental Permit 'Type B' application.
 - e. Reserved.
 - f. Special Exception Use Approval Standards of Short-Term Rentals. The Caddo Parish Planning and Zoning Commission or, on appeal, the Caddo Parish Commission, must consider the following approval standards for short-term rentals.
 - i. Health and Safety. Whether the design, location, and operating plans must be such that the public health, safety and/or welfare is protected.
 - ii. Land Use. Whether the proposed special exception use is compatible with the general land use of adjacent properties and other property within 300 feet.
 - iii. Neighborhood Impact. Whether the proposed short-term rental will adversely affect the neighborhood character.
 - iv. Parking. Whether the proposed special exception use is in compliance with the required parking standards for the designated land use (i.e., with there be sufficient parking to accompany a short-term rental).
 - v. Contact Information. Whether the applicant or authorized agent has provided information sufficient to verify a qualified person will be available to be contacted about use of the short-term rental during and after business hours.
 - vi. Notice to Neighbors. Has the licensee or authorized agent either mailed, or otherwise distributed by hand, a flier to neighbors within a 500-foot radius of the short-term rental property address outlining the proposed use and owner or representative contact information.
- Note: All existing short-term rental properties, as of the effective date of this Article, that do not meet the spacing requirement are deemed conforming. Such deemed conforming status is terminated when the short-term rental property ceases to operate or when any required permits are revoked or not renewed.
5. Allowed Structure Type. A short-term rental property that requires a Short-Term Rental Permit 'Type B-1' or 'Type B-2' is allowed only in the residential structure types as described in Section 23.3 of this Article.
 6. Parking. Parking for Short-Term Rental Permit 'Type B-1' or 'Type B-2' properties shall comply with all applicable residential parking provisions as described in Article 9 of this Code. All vehicles shall be parked in designated parking areas, and parking is prohibited in any landscaped area.
 7. Advertising. All advertisements for any short-term rental property, as defined in this Code, must list the short-term rental permit number.

Article 23. SHORT-TERM RENTAL PROPERTY

8. Neighborhood Participation Plan. The Executive Director, or their designee, may require the applicant of a Short-Term Rental Permit 'Type B-1' or 'Type B-2' to participate in the Neighborhood Participation Plan, as described in Section 15.4 of this Code, due to the short-term rental property's sensitive nature, proximity to the neighborhood or where unusual circumstances, common sense and good judgment dictate. The Executive Director will evaluate each Type B Short-Term Rental Property application on a case-by-case basis and decide accordingly.

23.6 PERMIT APPLICATION, PROCEDURE, EXPIRATION, AND RENEWAL

- A. The Office of the Metropolitan Planning Commission, along with the Caddo Parish Finance Department, shall develop a short-term rental property application packet with all operational requirements, as required within this Code and the Caddo Parish Code of Ordinances. Said application shall be submitted by any potential host or property owner at least thirty (30) days before beginning any short-term rental operations with the jurisdiction of the PZC.
- B. A short-term rental permit shall expire two (2) years after it is issued. Short-term rental permits may be renewed upon the payment of a renewal fee to cover the applicant renewal screening. All renewal requests are encouraged to be received at least 30 days prior to the expiration date for their existing permit.
- C. A short-term rental property permit shall not be transferred or assigned to another individual, person, entity, or address, nor shall the permit authorize any person, other than the person named therein, to operate a short-term rental property on that property. A short-term rental permit does not run with the land.
- D. All short-term rental permits shall require annual registration when the title of the short-term rental transfers to a new owner or when any changes in ownership of a short-term rental property occur.
- E. A short-term rental permit may be renewed every two (2) years if the operator completes the following, as applicable: (1) pays the renewal fee; (2) provides information concerning any changes to the previous application for, or renewal of, the short-term rental property registration; (3) submits records for the last year to demonstrate compliance with this Article; and (4) provides the 3 years of the property tax reporting and revenue tax reporting. Failure to submit a renewal application to the MPC at least thirty (30) days prior to the expiration of the registration shall render the registration and permission to operate a short-term rental property null and void.
- F. At least thirty (30) days prior to any advertising of a short-term rental property, the owner, host, or property management firm shall register the short-term rental property with the Office of the MPC, on forms supplied by the Office of the MPC. For professionally managed short-term rental property, registration for multiple short-term rental properties may be made by filing a complete list of all the short-term rental property within the Planning Limits of the PZC, managed by such firm, on forms supplied by the Office of the MPC and the list shall be updated at least quarterly.
- G. No short-term rental application shall be accepted without signature by the owner or the property management firm, under penalty of perjury, acknowledging that the short-term rental is in habitable condition and complies with the health and safety standards set forth in this Article.

23.7 LOCAL REPRESENTATIVE REQUIRED

- A. Each owner or property management firm shall appoint a person who is available twenty-four (24) hours per day, seven (7) days per week, to serve as the local representative for the short-term rental and shall respond on-site within sixty (60) minutes to complaints regarding a condition or operation of the short-term rental or the conduct of the short-term renters; and take remedial action to resolve any or all complaints.
- B. The owner or property management firm shall notify the Zoning Administrator or designee in writing of the appointment of a local representative within seven (7) days of such appointment or modification of any such appointment, including contact information.

23.8 HEALTH AND SAFETY STANDARDS

Article 23. SHORT-TERM RENTAL PROPERTY

Each short-term rental property, at all times, shall comply with the following standards, as well as any property standards and fire prevention standards established in the Caddo Parish Code of Ordinances, while the short-term rental is occupied:

- A. Buildings, structures, or rooms shall not be used for purposes other than those for which they were designed or intended.
- B. Roofs, floors, walls, foundations, ceilings, stairs, handrails, guardrails, doors, porches, all other structural components and all appurtenances thereto shall be capable of resisting any and all forces and loads to which they may be normally subjected and shall be kept in sound condition and in good repair.
- C. Smoke detectors, carbon monoxide detectors, and fire extinguishers shall be installed and operable, and all wood-burning fireplaces and stoves shall be cleaned on an annual basis.
- D. An operable toilet, sink, and either a bathtub or shower shall be located within the same building, and every room containing a toilet or bathtub/shower shall be completely enclosed by walls, doors, or windows that will afford sufficient privacy.
- E. The appropriate level of trash and recycling receptacles should be maintained so there is no overflow of trash and recycling on the property.
- F. Maximum occupancy of the short-term rental property shall comply with the approved short-term rental permit type, as described on the approved short-term rental application.

23.9 FEES AND TAXES

- A. All fee(s) for short-term rental property shall be set forth by the Caddo Parish Commission.
- B. For each short-term rental property, all applicable Parish Sales Taxes, as well as any Occupancy Taxes, shall be timely collected and remitted.
- C. All professionally managed short-term rental property may submit one tax payment for multiple properties, so long as there is sufficient supporting information to identify each individual short-term and the taxes collected on such short-term rental.

23.10 VIOLATIONS, PENALTIES, AND ENFORCEMENT

- A. It is unlawful to violate any provision of this Article. Each day of violation shall be deemed a separate offense and be punishable as such.
- B. Violation of any term, condition, requirement, or duration of a short-term rental permit approved under this Article is unlawful, and will constitute a violation of this Code, and will subject the violator to the penalties set forth in Article 19 (Enforcement). In addition, the short-term rental permit may be revoked or suspended following public hearings by the Caddo Parish Planning and Zoning Commission and the Caddo Parish Commission, if appealed.
- C. Enforcement of this Article may be initiated in any of the following ways:
 - 1. The Zoning Administrator is authorized to revoke any short-term rental permit, as well as issue any zoning violations to the property owner to which the short-term rental is operating.
 - 2. Authorized personnel from the Caddo Parish Finance Department may revoke any short-term rental permit if they determine that the short-term rental permit is violating any applicable ordinances, statutes, rules, and regulations of the Parish and/or the State of Louisiana.
 - 3. Authorized personnel from the Caddo Parish Sheriff's Office may issue citations for any short-term rental if they determine that the short-term rental is violating any applicable ordinances, statutes, rules, and regulations of Caddo Parish. Any person violating the provisions of this Article shall be issued a citation, which shall be paid in the same manner as provided for offenders of local traffic violations.

Article 23. SHORT-TERM RENTAL PROPERTY

23.11 EXISTING SHORT-TERM RENTAL PROPERTY

- A. Any existing short-term rental currently operating within the jurisdiction of the Caddo Parish Planning and Zoning Commission's planning area, but outside of the corporate limits of the City of Shreveport, shall apply for registration, pursuant to this Article, within one hundred eighty (180) days after the effective date of this Article.
- B. All existing short-term rental properties, as described above, that have been operating prior to the effective date of this Article, shall have their application reviewed administratively.

23.12 APPEALS

- A. Within 30 days after the date of the decision for any administrative short-term rental permit, the applicant or any aggrieved party may appeal a Zoning Administrator's decision to the Caddo Parish Planning and Zoning Commission.
- B. Within 10 days after the date of the decision for any Special Exception Use for any short-term rental permit by the Caddo Parish Planning and Zoning Commission, the applicant or any aggrieved party may appeal the PZC's decision to the Caddo Parish Commission.

CADDO PARISH UDC CODE-TEXT AMENDMENTS

SHORT TERM RENTAL PROPERTY

Frequently Asked Questions (FAQs)

revised 20230914



CADDO PARISH PLANNING AND ZONING COMMISSION

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

Understanding Short-Term Rentals

The growing popularity of short-term rental services, such as Airbnb and VRBO, has created both new opportunities and challenges for residents who live within the jurisdiction of the Caddo Parish Planning and Zoning Commission. A Short-Term Rental Property, as defined, is any habitable residential dwelling unit, accessory dwelling unit, or any room therein, that has been advertised as being temporarily available for rent for a term of less than thirty (30) consecutive calendar days. As such, it has become clear that the existing regulations for short-term rental properties are outdated, and currently do not reflect the nature of business in Shreveport. Therefore, Caddo Parish is considering the best way to manage this emerging industry moving forward.

Within this industry, several online platforms have been created to build financial opportunities for residents and themselves. They help to monitor and regulate hosting—all while aiming to protect and secure both parties involved.

The Office of the MPC, along with several other City Departments and Divisions, aims to set up proper goals and objectives to establish an enforcement regulation to help keep the identity of Shreveport and open more economic opportunities for both the City and the short-term rental industry.

This document is a compilation of typical questions on the creation of Short-Term Rentals. If you need additional information, please call 318-673-6480 and ask to speak with a Planner. Other resources are available on the Shreveport-Caddo Metropolitan Commission (MPC) website including:

- **Caddo Parish Unified Development Code**
 - **Article 23. Short-Term Rental Property**

- **Caddo Parish Code of Ordinances**
 - **Chapter 12- Business Licenses and Regulations**
 - **Chapter 30- Nuisances**
 - **Chapter 50- Taxation**

Short-Term Rental Property

Q1: What is a Short-Term Rental Property (STR)?

A1: A residential dwelling unit, accessory dwelling unit, or any room therein, available for rent for a term of less than thirty (30) consecutive calendar days, but excluding bed and breakfast and single-room occupancy.

Q2: Why does Caddo Parish want to regulate STRs?

A2: The purpose of establishing short-term rental standards, and a permit registration process, will be to govern the renting of privately owned residential dwelling units on a short-term basis; ensure the collection and payment of sales and occupancy taxes, as established in the Caddo Parish Code of Ordinances; ensure that short-term rental activities do not threaten the character of residential neighborhoods; ensure the protection of the existing housing rental stock; and ensure that such short-term rental activities do not become a nuisance or threaten the public health, safety or welfare of neighboring properties.

Q3: What will be required to operate an STR?

A3: A Short-Term Rental Permit, issued by the Office of the Metropolitan Planning Commission, stating that the applicant is using a residential dwelling unit, accessory dwelling unit, or any room therein, as a short-term rental and that the said residential dwelling unit, as stated in the application, is up to code and complies with all health and safety regulations. There are three types of short-term rental permits: 'Type A,' 'Type B-1' and 'Type B-2.'

A **Short-Term Rental Permit 'Type A'** is the permit required for a host to rent a portion of a dwelling unit (i.e., individual bedroom or bedrooms) or an accessory dwelling unit (i.e., garage apartment or carriage house) is rented by a host to overnight guests. Commercial meetings, special events, or any other similar event are prohibited as part of any short-term-rental operation.

A **Short-Term Rental Permit 'Type B'** is the permit required for a host to rent an entire dwelling unit to overnight guests. A Short-Term Rental Permit 'Type B' can either be a 'Type B-1,' which is approved administratively by the Zoning Administrator, or a 'Type B-2,' which requires approval by the Zoning Board of Appeals. Commercial meetings, special events or any other similar are prohibited as part of any short-term-rental operation. There are two types of Short-Term Rental Permit 'Type B' and identified as follows:

- 'Type B-1' A Short-Term Rental Permit 'Type B-1' may be approved administratively by the Zoning Administrator if the total number of allowable overnight guests of the short-term rental does not exceed ten (10) adults.
- 'Type B-2' A Short-Term Rental Permit 'Type B-2' is a special exception use, would require review and approval by the Zoning Board of Appeals

Q4: What will be required to apply for an SRT permit?

A4: The applicant will need to submit the following:

- A completed Short-Term Rental Permit Application
- Payment for Short-Term Rental Permit Fees
- Copy of proof of ownership
- Copy of Liability Insurance for the rental property
- Copy of Occupational License
- Site Plan or Property Plan showing parking, floor plan, and fire safety
- Copy of required notice and a list with the names and addresses of all property owners and organizations that will receive a letter of notification of short-term rental use.

Q5: Where will STR's be allowed?

A5: Any short-term rental property will only be allowed to operate in the allowable zoning districts as indicated within the Caddo Parish UDC's Use Matrix. That includes all residential districts (except the R-MHP), all commercial districts (as allowed in either multi-family dwellings or dwellings above the ground floor), and the I-MU (Industrial Mix Use).

Q6: What type of residential structures can an STR be in?

A6: A short-term rental property will only be allowed in the following residential structure types:

- Single-Family Residence, Detached (e.g., a stand-alone single-family dwelling unit)
- Single-Family Residence, Attached (e.g., a duplex, containing two units, where each unit is on a separate lot)
- Two-Family Dwelling Unit, (e.g., a duplex, on one lot, containing two units)
- Multi-Family Unit (e.g., an apartment or triplex)
- Townhouse
- Accessory Dwelling Unit (as allowed per the Use Matrix in Article 5 of the Caddo Parish UDC)
- A Manufactured Home

Q7: What is the fee for obtaining an STR permit?

A7: A Short-Term Rental Permit 'Type A' application fee is \$150, (\$100 renewal fee). A Short-Term Rental Permit 'Type B' application fee is \$250, (\$100 renewal fee). Please note, if an application for Special Exception Use is required, there is a \$350 application processing fee associated with Special Exception review.

Q8: Does a short-term rental permit need to be renewed?

A8: Yes. A short-term rental permit shall expire two (2) years after it is issued. Short-term rental permits may be renewed upon the payment of a renewal fee to cover the applicant renewal screening. All renewal requests are encouraged to be received at least 30 days prior to the expiration date for their existing permit.

Q9: Do STR operators/hosts need to pay taxes?

A9: Yes. For each short-term rental property, all applicable Caddo Parish Sales and Occupancy Taxes shall be timely collected and remitted. For more information, please contact the Caddo-Shreveport Sales and Use Tax Commission at 318-865-3312.

Q10: Why is a permit number required to be placed in any online advertisements?

A10: To verify that the host has properly applied for and received a short-term rental permit, and is compliant with both the Caddo Parish UDC and Caddo Parish Code of Ordinances. Any short-term rental found to be operating without a permit shall subject the owner of the property to fines and/or penalties.

Q11: Can accessory dwelling units (or ADUs) be used for STR?

A11: Yes. On sites with an accessory dwelling unit, the host can live in the primary or accessory dwelling unit and rent bedrooms in either dwelling unit. Note, some accessory dwelling units require an Administrative Special Use Permit. Please contact the Office of the MPC to determine if your accessory dwelling unit needs this additional review and approval.



Short-Term Rental Property Permit Application

Rev. 20230914

Short-Term Rental Type. (Check appropriate short-term rental application type)

- Type A: New Administrative Approval.**
- Type A: Renewal.**
 - Where a portion of a dwelling unit (i.e., individual bedroom or bedrooms) or any accessory dwelling unit are rented by a host to overnight guests and no commercial meetings are held; and
 - The short-term rental property does not exceed two (2) adults per bedroom.
- Type B-1: New Administrative Approval.**
- Type B-1: Renewal.**
 - Where a host rents an entire dwelling unit; and
 - The short-term rental property does not exceed ten (10) adults.
- Type B-2: New Special Exception Use Approval.**
- Type B-2: Renewal.**
 - Number of Overnight Guests.** The host of a short-term rental property requests the total number of allowable overnight guests to exceed ten (10) adults. Special Exception Approval will determine the total number allowed.
 - Distance Requirements.** Approved short-term rental properties must be located no closer than 500 feet from any other existing short-term rental property. If any short-term rental property wishes to locate closer than the 500-foot minimum distance from any legally existing short-term rental property, a special exception use approval is required.

Part 1

Applicant Name: _____

Rental Site Address: _____

City / State / Zip: _____

Property Owner Name (if different from above): _____

Property Owner Address: _____

City / State / Zip: _____

Phone Numbers: #1 _____ #2 _____

Email Address: _____

Previously Approved Short-Term Rental Permit(s), as applicable: _____

Expiration: _____

Local Representative: _____ Phone: _____

Part 2

Requirements for short-term rental property permit. **All documents are required.**

- Complete Short-Term Rental Permit Application
- Payment for Short-Term Rental Permit Fees *
- Copy of Proof of Ownership (if owner) / Letter from Owner (if non-owner)
- Copy of Liability Insurance for the Rental Property
- Copy of Occupational License
- Site Plan or Property Plan showing parking, floor plan, and fire safety
- Copy of required notice and a list with the names and addresses of all property owners and organizations that will receive a letter of notification of short-term rental use.

* If an application for Special Exception Use is required, there is separate application processing fee associated with Special Exception review.



Short-Term Rental Property Permit Application

Rev. 20230914

Part 3

Please identify the structure type of the short-term rental property. **Check the appropriate box.**

- Single-Family Residence, Detached (e.g., stand-alone single-family dwelling unit)
- Single-Family Residence, Attached (e.g., a duplex, containing two units, where each unit is on a separate lot)
- Two-Family Dwelling Unit, (e.g., a duplex, on one lot, containing two units)
- Multi-Family Unit (e.g., an apartment or triplex)
- Townhouse
- Accessory Dwelling Unit ¹(as allowed per the Use Matrix in Article 5 of this Code)
- Mixed-Use Property (e.g., residential dwelling above the ground floor)
- A Manufactured Home

Part 4

Please identify space to be rented. **Check the appropriate box.**

- Single Bedroom
- Multiple Bedroom(s). If so, how many? _____
- Entire Dwelling Unit
- Accessory Dwelling Unit #

Part 5

Responsibility Statement. **To be initialed and signed by the property owner. Failure to initial will result in an incomplete application.**

_____ I, or my representative, will rent a maximum of _____ bedrooms to accommodate no more than _____ overnight guests, with no more than 2 adults per bedroom.

_____ I have reviewed the short-term rental regulations, as identified in the Shreveport Unified Development Code, and agree to operate any short-term rental on my property in compliance with any short-term rental regulations.

_____ I have reviewed, in its entirety, the short-term rental Checklist and Guidelines Application provided by the Office of the MPC.

_____ I will include my short-term permit number in all advertising of my short-term rental.

_____ I will register my short-term rental property with the Caddo-Shreveport Sales and Use Tax Commission and will submit the appropriate transient occupancy taxes, as applicable.

_____ I understand that any homeowners association, townhome association, or similar association may prohibit short-term rentals through their bylaws, covenants, codes, and/or restrictions (or any other agreement governing and limiting the use of the proposed short-term rental). It is my responsibility to contact any such association, as applicable, to determine if short-term rentals are allowed.

_____ I understand that failure to comply with applicable regulatory standards may result in the revocation of a permit.

Property Owner Signature

Date

Accessory Dwelling Units require an Administrative Special Use Permit, unless otherwise specified in the Shreveport UDC. Please contact a member of MPC staff regarding any questions about an accessory dwelling unit.



Short-Term Rental Property Guidesheet

Rev. 20230802

Existing Short-Term Rental Properties.

Any existing short-term rental that has been operating within the jurisdiction of the Caddo Parish Planning and Zoning Commission (PZC) prior to any newly updated regulations, standards, and short-term rental permit registration process will be required to apply for registration within one hundred eighty (180) days after the effective date of any new short-term rental ordinance.

Note. All existing short-term rental properties, as described above, that have been operating prior to the effective date of any short-term rental ordinance, shall have their application reviewed administratively.

Definitions and Permit Types.

Complete definitions, standards, and regulations are located in Article 23 of the Shreveport Unified Development Code

Definitions

- **Short-Term Rental Property.** A residential dwelling unit, accessory dwelling unit, or any room therein, available for rent for a term of less than thirty (30) consecutive calendar days, but excluding bed and breakfast and single-room occupancy.
- **Commercial Meetings.** Commercial meetings include, but not limited to, luncheons, banquets, parties, weddings, meetings, charitable fundraising, commercial or advertising activities, or other similar gatherings for direct or indirect compensation.

Permit Types

- **Short-Term Rental Permit 'Type A'.** A Short-Term Rental Permit 'Type A' is the permit required for a host to rent a portion of a dwelling unit (i.e., individual bedroom or bedrooms) or an accessory dwelling unit (i.e., garage apartment or carriage house) to overnight guests. Commercial meetings, special events or any other similar event, which have the potential to cause traffic, parking, noise, or other impacts to the neighborhood, are prohibited as part of any short-term-rental operation.
- **Short-Term Rental Permit 'Type B'.** A Short-Term Rental Permit 'Type B' is the permit required for a host to rent an entire dwelling unit to overnight guests. A Short-Term Rental Permit 'Type B' can either be a 'Type B-1,' which is approved administratively by the Zoning Administrator, or a 'Type B-2,' which requires approval by the Zoning Board of Appeals. Commercial meetings, special events or any other similar event, which have the potential to cause traffic, parking, noise, or other impacts to the neighborhood, are prohibited as part of any short-term-rental operation.

There are two types of Short-Term Rental Permit 'Type B' and identified as follows:

- **'Type B-1'** A Short-Term Rental Permit 'Type B-1' may be approved administratively by the Zoning Administrator if the total number of allowable overnight guests of the short-term rental does not exceed ten (10) adults.
- **'Type B-2'** A Short-Term Rental Permit 'Type B-2' is a special exception use, would require review and approval by the Zoning Board of Appeals, and is required when:
 - **Number of Overnight Guests.** The host of a short-term rental property requests the total number of allowable overnight guests to exceed ten (10) adults.
 - **Distance Requirements.** If any short-term rental property wishes to locate closer than the 500-foot minimum distance from any legally existing short-term rental property, special exception use approval is required.

Zoning and Residential Type Restrictions.

Any short-term rental property shall only operate in the allowable zoning districts as indicated within the Use Matrix.

- All Residential Zoning District (except the R-MHP)
- All Commercial Zoning Districts (allowed in either multi-family dwellings or dwellings above the ground floor)
- IMU (Industrial Mix Use)

A short-term rental property is only allowed in the following residential structure types:

- Single-Family Residence, Detached (e.g., a stand-alone single-family dwelling unit)
- Single-Family Residence, Attached (e.g., a duplex, containing two units, where each unit is on a separate lot)
- Two-Family Dwelling Unit (e.g., a duplex, on one lot, containing two units)
- Multi-Family Unit (e.g., an apartment or triplex)
- Townhouse
- Accessory Dwelling Unit (as allowed per the Use Matrix in Article 5 of this Code)
- A Mixed-Used Property (e.g., residential dwelling above the ground floor)
- A Manufactured Home



Short-Term Rental Property Guidesheet

Rev. 20230802

Application Process.

Submit Short Term Rental Property permit application, along with all required documents, to the Office of the MPC:

- Application Fee, a \$150 initial application fee for 'Type A' and a \$250 initial application fee for 'Type B,' Renewal Fee, \$100, required annually
- Provide proof of ownership
- Proof of liability insurance for the rental property
- Proof of Occupational License (obtainable through the City of Shreveport's Revenue Division)
- Site Plan or Property Plan showing parking location(s), floor plan, and fire safety
- Copy of required notice and a list with the names and addresses of all property owners and organizations that will receive a letter of notification of short-term rental use

Standards

- On sites with an accessory dwelling unit, the resident can live in the primary or accessory dwelling unit and rent bedrooms in either dwelling unit.
- Bedrooms to be rented to overnight guests must meet the building code requirements for a sleeping room at the time it was created or converted and must meet fire code requirements.
- The total number of adults occupying a dwelling unit with a 'Type A' short-term rental may not exceed two (2) adults per bedroom.
- The total number of adults occupying a dwelling unit with a 'Type B' short-term rental is limited administratively to ten (10) adults for the entire unit. If the host requests the total number of overnight guests to exceed ten (10) adults, approval may be granted as a Special Exception Use.
- Any advertisements for a short-term rental property must list the short-term rental property permit number.
- For additional standards and conditions for Short-Term Rental Permit 'Type-A' or 'Type B,' contact a member of MPC staff at 318-673-6480.

Notification.

- As part of the application submittal process, the applicant must prepare a notification letter that:
 - Describes the operation and the number of bedrooms that will be rented to overnight guests; and
 - Includes information on how to contact the owner or host by phone.
- Mail or deliver the notification letter to all recognized organizations and owners of property abutting and directly across the street from the short-term rental upon application submittal.
- A copy of the notice and a list with the names and addresses of all property owners and organizations that will receive the letter of notification is required to be submitted as part of the application submittal.

Renewal.

- A short-term rental permit will be valid for two (2) years.
- The short-term rental renewal fee is \$100.
- All renewal requests are encouraged to be received at least 30 days prior to the expiration date for their existing permit
- Taxes must be reported to the Caddo-Shreveport Sales and Use Tax Commission. Please call 318-865-3312 for more information.

Revoking.

- A short-term rental permit can be revoked if:
 - The owner fails to comply with the regulations listed in Article 23 of the Shreveport UDC.
 - Activities on-site cause a nuisance or public disruption as defined in the Shreveport Municipal Code.
- When a short-term rental permit has been revoked, a new short-term rental permit will not be issued to the owner at that site for 2 years.



Short-Term Rental Property PERMIT

Rev. 20210802

SHORT-TERM RENTAL PERMIT

PERMIT #: 23-1-STRP
ISSUE DATE: September 27, 2023
EXPIRATION DATE: September 27, 2025
PERMIT ADDRESS: 505 Travis St
PARCEL NUMBER: 181437127002900

NOTICE

- Per Article 23. *Short-Term Rental Property* of the Caddo Parish UDC, No person or entity shall operate a short-term rental property, or advertise a residential property for use as a short-term rental, without the owner of the property first having obtained a short-term rental permit.
- All advertisements for any short-term rental property on any online platform must list the short-term rental permit number.
- No improvement may be done on any part of site, building or structure without the approval of any and all required permits.



CADDO PARISH PLANNING AND ZONING COMMISSION

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STAFF REPORT

SEPTEMBER 27, 2023

AGENDA ITEM NUMBER: XX

MPC Staff Member: Adam Bailey

Parish Commission District: All Districts

CASE NUMBER: 23-5-CTAP: Caddo Parish Code-Text Amendments
APPLICANT: CADDO PARISH PLANNING AND ZONING COMMISSION
REQUEST: Code Text (Ordinance) Amendments to the Caddo Parish UDC

DESCRIPTION: These proposed code text amendments address short-term rentals including, but not limited to, establishing regulations for the permitting of short-term rentals within the jurisdiction of the Caddo Parish Planning and Zoning Commission's planning area, but outside of the corporate limits of the City of Shreveport. These amendments will affect the following articles of the Caddo Parish UDC: *Article 5. – Uses; Article 6. – Use Standards; Article 15. – Application Procedures; and Article 23. – Short-Term Rental Property*, establishing a permit registration process, with all provisions included therein.

BACKGROUND: This text amendment ordinance was initiated by the Caddo Parish Commission in August 2023. The intention is for these amendments to mirror similar regulations as those found in the City of Shreveport UDC—which regulates short-term rentals through its general land use and zoning authority. The City established short-term rental regulations in 2021.

Prior to approving those regulations, MPC staff held six public work session meetings, followed by and six public hearings on this text amendment. The public provided input throughout the process by submitting comments online or speaking during the public hearings.

For amendments to the Caddo Parish UDC, MPC staff worked to balance the interests of short-term rental operators with the need to protect the health, safety, and welfare of the community. Several existing operators of short-term rentals discussed the need to have the supplemental income provided by the rentals. Some of the largest concerns from neighborhood residents were that absentee investors would purchase properties solely for the purpose of operating short-term rentals as a de-facto hotel in the middle of residential neighborhoods, greatly affecting the character of the community.

**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:



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- 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 September 27, 2023, Planning and Zoning Commission public hearing, a legal ad was published in the official Caddo Parish journal, *The Caddo Citizen*, on September 7, 2023; September 14, 2023; and September 21, 2023.

STAFF ANALYSIS: The growing popularity of short-term rental services, such as Airbnb and VRBO, has created both new opportunities and challenges for Caddo Parish, as well as for the residents who live within the jurisdiction of the PZC. It has become clear that the existing regulations for short-term rental properties—known currently in the UDC as *transient vacation rentals*—are outdated, and currently do not reflect the nature of this industry in Caddo Parish. A brief summary of the proposed text amendments are as follows:

- A Short-Term Rental Property would be defined as *any habitable residential dwelling unit, accessory dwelling unit, or any room therein, that has been advertised as being temporarily available for rent for a term of less than thirty (30) consecutive calendar days.*
- A short-term rental property would only be allowed in the residential structure types as indicated in Article 5 of the UDC.
- No person or entity shall operate a short-term rental property, or advertise a residential property for use as a short-term rental, without the owner of the property first having obtained a short-term rental permit.
- There are two (2) permit types, 'Type A' and 'Type B,' which shall expire two (2) years after it is issued and not be transferred or assigned to another individual, person, entity.
 - **Short-Term Rental Permit 'Type A':** A Short-Term Rental Permit 'Type A' is the permit required for a host to rent a portion of a dwelling unit (i.e., individual bedroom or bedrooms) or an accessory dwelling unit (i.e., garage apartment or carriage house) is rented by a host to overnight guests. No commercial meetings or special events, as defined by this Article, are allowed to be scheduled as part of any short-term-rental operation and the total number of adults occupying a dwelling unit may not exceed two (2) adults per bedroom.
 - **Short-Term Rental Permit 'Type B':** A Short-Term Rental Permit 'Type B' is the permit required for a host to rent an entire dwelling unit to overnight guests.
 - A Short-Term Rental Permit 'Type B' can either be a 'Type B-1,' which is approved administratively by the Zoning Administrator, or a 'Type B-2,' which requires approval by the Zoning Board of Appeals. No commercial meetings or special events, as defined by this Article, are allowed to be scheduled as part of any short-term rental operation and the total number of allowable overnight guests of the short-term rental does not exceed ten (10) adults.
 - A Short-Term Rental Permit 'Type B-2' may only be allowed as a special exception use, and requires review and approval by the PZC when:
 - The host of a short-term rental property requests the total number of allowable overnight guests to exceed ten (10) adults.



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STAFF REPORT

- When an applicant wishes to obtain an STR permit, and three or more STR exist within a 500' radius of the proposed STR site.
 - To protect the public health, safety, or welfare of neighboring properties, each owner or property management firm shall appoint a person who is available twenty-four (24) hours per day, seven (7) days per week, to serve as the local representative for the short-term rental.
 - Existing short-term rental properties who currently operate within jurisdiction of the PZC shall have shall one hundred eighty (180) days to apply for registration from the adoption of this ordinance.
 - Applicants or any aggrieved party may appeal a Zoning Administrator's decision to the PZC within 30 days after the date of the decision for any administrative short-term rental permit and within 10 days after the date of the decision for any Special Exception Use for any short-term rental permit by the PZC, the applicant or any aggrieved party may appeal the PZC's decision to the Caddo Commission.
 - Weddings, banquets, concerts or other types of entertainment events are prohibited during rental periods to prevent the establishment of a rental "party house."

Below is a summary of the application submittal requirements for a short-term rental permit.

- **Fees required.** A short-term rental permit application is required to be submitted for review along with a corresponding application fee—\$150 initial application fee for 'Type A' or a \$250 initial application fee for 'Type B.' Renewal fees will be \$100, required bi-annually.
- **Provide proof of ownership.** If the operator of the short-term rental is not the owner of the property, then they must provide written authorization from the owner granting permission to operate a short-term rental.
- **Proof of Liability Insurance** for the rental property.
- **Proof of Occupational License** (obtainable through the Parish of Caddo Department of Finance).
- **Site Plan or Property Plan** showing parking location(s), floor plan, and fire safety.
- **Copy of required notice** and a **list with the names and addresses** of all property owners and organizations that will receive a letter of notification of short-term rental use.

PROPOSED UDC CODE

TEXT AMENDMENT(S):

Staff is proposing the following nine (9) amendments to the Caddo Parish UDC at this time. **See Exhibit "B" for a detailed list of changes with redlines and strikeouts.**

Amendment 1. Amend the *Table 5-1: Use Matrix*, deleting the use *Transient Vacation Rental* and adding the use *Short-Term Rental Property* in **Article 5. – Uses.**

Amendment 2. Amend definition for *Bed and Breakfast* in **Article 5. – Uses.**

Amendment 3. Add new definition for *Short-Term Rental Property* in **Article 5. – Uses.**

Amendment 4. Delete definition for *Transient Vacation Rentals* in **Article 5. – Uses.**



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- Amendment 5.** Amend use standard for *Bed and Breakfast* in **Article 6. – Use Standards.**
- Amendment 6.** Add new use standard for *Short-Term Rental Property* in **Article 6. – Use Standards.**
- Amendment 7.** Delete use standard for *Transient Vacation Rentals* in **Article 6. – Use Standards.**
- Amendment 8.** Amend the *Table 15-1: Summary of Application Procedures*, adding the row *Short-Term Rental Permits* under the approval authority of the Zoning Administrator in **Article 15. – Application Procedures.**
- Amendment 9.** Add new **Article 23. – Short-Term Rental Property** to the Caddo Parsh UDC, establishing a permit registration process governing the renting short-term rental properties, with all provisions included therein.

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” for revised *Table 5-1: Use Matrix*.
See Exhibit “D” for revised *Table 15-1: Summary of Application Actions*.
See Exhibit “E” for proposed **Article 23. Short-Term Rental Property**.

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 PZC 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 Caddo Parish Commission, **Article 5, Article 6, and Article 15** would be amended, and **Article 23** would be added to the *Caddo Parish UDC*, as described within. A majority vote of the PZC members present and voting is required to recommend approval to the Caddo Parish Commission.

The information stated herein is the result of discussion by a staff review team. The Caddo Parish Planning and Zoning Commission will use all information made available to them in making their decision. 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, all as applicable.



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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.

PUBLIC ASSESSMENT: 1 spoke in support. 1 spoke in opposition.

MPC BOARD
RECOMMENDATION: The Board voted unanimously with one abstain to recommend this application for approval.

CC3825

NOTICE TO THE PUBLIC

Notice is hereby given that the Caddo Parish Planning and Zoning Board will hold a public hearing on Wednesday, September 27, 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.

PZC Case: 23-5-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 certain proposed code text amendments to the Caddo Parish UDC in order to amend to the following articles, or portions thereof: Article 5. – Uses; Article 6. – Use Standards; and Article 15. – Application Procedures; and Article 23. Short-Term Rental Property, establishing regulations, standards, and a permit registration process governing the renting of privately owned residential dwelling units on a short-term basis, with all provisions included therein.

Alan Clarke, Executive Director
Metropolitan Planning Commission

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

TITLE	
Ordinance <u>6386</u> of 2023	
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 various code text amendments, with all their provisions included herein, and to otherwise provide with respect thereto.	
DATE: 10/19/2023	ORIGINATING DEPARTMENT:
The Shreveport Metropolitan Planning Commission of Caddo Parish (MPC)	
BACKGROUND INFORMATION	
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.	
The following Articles, or portions thereof, were amended: <i>Article 1. – Title, Purpose, and Applicability, Article 2. – Definitions and Rules of Measurement, Article 4. – Zoning District Regulations, and Article 7. On-Site Development Standards</i> , with all their provisions included herein.	
FINANCIAL IMPACT AND SOURCE OF FUNDING	
None	
EFFECT(S) OF PROPOSED ACTION	
These changes are consistent with the following provisions of the Shreveport- Caddo 2030 Great Expectations Master Plan:	
<ul style="list-style-type: none"> • Ensuring equitable health and safety outcomes for all; • Ensuring regulatory processes are responsive and efficient; • Making the UDC more customer friendly; and • Revising regulations for best practices and enforcement. 	
ALTERNATIVES/STAFF RECOMMENDATION	
See Exhibit "A" for summary of amendments See Exhibit "B" for amendment details See Exhibit "C" for PZC Staff Report_23-6-CTAP	
KEY STAFF CONTACT	
Adam Bailey, Community Planning and Design Manager, MPC	
COORDINATION	
Department Head	(Initial)
Parish Administrator/CEO	(Initial)

ORDINANCE NO. ~~6358~~ OF 2023

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, RELATIVE TO VARIOUS CODE TEXT AMENDMENTS, WITH ALL THEIR 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 various new provisions and procedures to Article 1. – Title, Purpose, and Applicability, Article 2. – Definitions and Rules of Measurement, Article 4. – Zoning District Regulations, and Article 7. – On-Site Development Standards, and shall be amended as follows:

I. Article 1, Section 1.3 is amended to read as follows:

ARTICLE 1. – TITLE, PURPOSE, AND APPLICABILITY

1.3– APPLICABILITY

* * * * *

D. Relation to Private Agreements

~~This Code does not nullify any private agreement or covenant. However, where this Code is more restrictive than a private agreement or covenant, this Code controls. Those charged with administration and enforcement of this Code do not enforce any private agreement.~~

This Code is not intended to abrogate, annul, or otherwise interfere with any private agreement, easement, covenant, restriction, or other private legal relationship. The Zoning Administrator is responsible for enforcing this Code; it does not enforce private agreements, easements, covenants, or restrictions except those specifically required for the administration and enforcement of this Code.

II. Article 2, Section 2.2 is amended to read as follows:

ARTICLE 2. – DEFINITIONS AND RULES OF MEASUREMENT

2.2– DEFINITION OF GENERAL TERMS

* * * * *

Shoreline. The mean high-water line.

* * * * *

Waterfront Lot. A lot bounded on at least one side by water and located on the perimeter of a permanently established body of water such as a lake, river or bayou.

* * * * *

III. Article 4, Section 4.6 is amended to read as follows:

ARTICLE 4. – ZONING DISTRICT REGULATIONS

4.6– SPECIAL PURPOSE DISTRICTS

* * * * *

F. CLO Cross Lake Overlay Zoning District

* * * * *

5. Accessory Structures

- a. An accessory structure on a waterfront lot may be located in the front yard.
- b. The front yard of a waterfront lot is the yard that faces the shoreline. If more than one yard faces the shoreline, the rear yard is the one that provides access to a road and the front yard is determined accordingly.

IV. Article 7, Section 7.2 is amended to read as follows:

ARTICLE 7. – ON-SITE DEVELOPMENT STANDARDS

7.2– EXTERIOR LIGHTING

* * * * *

C. Luminaire with Cut Off Standards

1. To be considered a cut off luminaire, the cut off angle must be 75 degrees or less.
2. The maximum total height of a cut off luminaire, either freestanding or attached to a structure, is 25 feet. Any luminaire greater than 25 feet in total height requires ~~special use approval~~ a variance.
3. A cut off luminaire must be designed to completely shield the light source from an observer three and one-half feet above the ground at any point along an abutting lot line.

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
SUMMARY MINUTES OF THE PUBLIC HEARING SEPTEMBER 27, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, September 27, 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
Adam Bailey, Community Planning & Design Manager
Kamrin Hooks, Executive Assistant/Planner 1
Donna Frazier, Parish Attorney's Office
Tanner Yeldell, City Attorney's Office
Stephen Jean, Deputy Director
Reginald Jordan, Zoning Administrator

Members Absent

None

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

The meeting was called to order & the procedure for hearing the applications on today's agenda was explained. Speakers should speak clearly into the microphone & give their name & mailing address for further reference. Comments on any item not on the agenda will be limited to 3 minutes at the end of the public hearing. Any written comments that were submitted may be viewed in the public record files.

All decisions rendered by the 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 August 23, 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. 23-6-CTAP CODE TEXT AMENDMENT

Applicant: Caddo Parish Planning and Zoning Commission (PZC)
Request: Code Text Amendments to the Caddo Parish UDC regarding Definitions and Rules of Measurement and Zoning District Regulations

Representative &/or support: None.

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

draft

END OF PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

OTHER MATTERS TO BE REVIEWED BY THE COMMISSION

CHAIR/BOARD MEMBER'S COMMENTS

ADJOURN 4:54 p.m.

Laura Neubert, Chair

Phyllis Hart, Secretary



CADDO PARISH PLANNING AND ZONING COMMISSION

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CADDO PARISH UDC CODE TEXT AMENDMENT SUMMARY: 23-6-CTAP

— Clean-Ups —

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 #23-6-CTAP recommends four (4) text amendments that are intended to be more user-friendly:

REQUEST: To revise Articles 1, Article 2, Article 4 and Article 7 of the Caddo Parish UDC, addressing various clean-up items.

FINDINGS: Staff certifies that the proposed UDC amendments are consistent with the master plan.

CASE HISTORY: Proposed revisions were created in conjunction with MPC staff, the Zoning Administrator, and the City Attorney.

**MASTER PLAN
CONSISTENCY:**

These changes are consistent with the following provisions of 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,
- Making the UDC more customer friendly, and
- Revising regulations for best practices and enforcement.

STAFF ANALYSIS: Code text amendment changes may be reviewed at any time and are not subject to any annual review requirements. These amendments:

- Repeal and replace address language concerning the UDC's relation to private agreements,
- To address accessory structures on waterfront property, new definitions for *Shoreline* and *Waterfront Lot* were added,
- New standards that establish the front yard of a waterfront lot is the yard that faces the shoreline in the Cross Lake Overlay District, and
- Amending language for exterior lighting luminaire standards. Existing language states that a luminaire greater than 25 feet in total height requires special use approval. Proposed language would instead require a variance.

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



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23-6-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 "Relation to Private Agreements" in ARTICLE 1. TITLE, PURPOSE, AND APPLICABILITY, SECTION 1.3. APPLICABILITY in the Caddo Parish UDC.

1.3 APPLICABILITY

D. Relation to Private Agreements

~~This Code does not nullify any private agreement or covenant. However, where this Code is more restrictive than a private agreement or covenant, this Code controls. Those charged with administration and enforcement of this Code do not enforce any private agreement.~~

This Code is not intended to abrogate, annul, or otherwise interfere with any private agreement, easement, covenant, restriction, or other private legal relationship. The Zoning Administrator is responsible for enforcing this Code; it does not enforce private agreements, easements, covenants, or restrictions except those specifically required for the administration and enforcement of this Code.

2. Add new definitions "Shoreline" and "Waterfront Lot" in ARTICLE 2. DEFINITIONS AND RULES OF MEASUREMENT, SECTION 2.3 DEFINITION OF GENERAL TERMS in the Caddo Parish UDC. These new definitions will need to be alphabetized accordingly.

2.2 DEFINITION OF GENERAL TERMS

Shoreline. The mean high-water line.

Waterfront Lot. A lot bounded on at least one side by water and located on the perimeter of a permanently established body of water such as a lake, river or bayou.

3. Add new standards titled "5. Accessory Structures" to ARTICLE 4. ZONING DISTRICT REGULATIONS, SECTION 4.6. SPECIAL PURPOSE DISTRICT, SUBSECTION 4.6.F CLO CROSS LAKE OVERLAY ZONING DISTRICT in the Caddo Parish UDC.

4.6 SPECIAL PURPOSE DISTRICTS

F. CLO Cross Lake Overlay Zoning District

5. Accessory Structures

a. An accessory structure on a waterfront lot may be located in the front yard.



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b. The front yard of a waterfront lot is the yard that faces the shoreline. If more than one yard faces the shoreline, the rear yard is the one that provides access to a road and the front yard is determined accordingly.

4. Amend development standard "Luminaire with Cut Off Standards" in ARTICLE 7. ON-SITE DEVELOPMENT STANDARDS, SECTION 7.2 EXTERIOR LIGHTING in the Caddo Parish UDC.

7.2 EXTERIOR LIGHTING

C. Luminaire with Cut Off Standards

1. To be considered a cut off luminaire, the cut off angle must be 75 degrees or less.
2. The maximum total height of a cut off luminaire, either freestanding or attached to a structure, is 25 feet. Any luminaire greater than 25 feet in total height requires ~~special-use approval~~ a variance.
3. A cut off luminaire must be designed to completely shield the light source from an observer three and one-half feet above the ground at any point along an abutting lot line.



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STAFF REPORT

SEPTEMBER 27, 2023

AGENDA ITEM NUMBER: XX

MPC Staff Member: Adam Bailey

Parish Commission District: All Districts

CASE NUMBER: 23-6-CTAP: Caddo Parish Code-Text Amendments
APPLICANT: CADDO PARISH PLANNING AND ZONING COMMISSION
REQUEST: Code Text (Ordinance) Amendments to the Caddo Parish UDC

DESCRIPTION: These proposed code text amendments address various items including, but not limited to, amending the following articles of the Caddo Parish UDC: *Article 1. – Title, Purpose, and Applicability*; *Article 2. – Definitions and Rules of Measurement*; *Article 4. – Zoning District Regulations*; and *Article 7. – On-Site Development Standards*; with all provisions included therein.

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 September 27, 2023, Planning and Zoning Commission public hearing, a legal ad was published in the official Caddo Parish journal, *The Caddo Citizen*, on September 7, 2023; September 14, 2023; and September 21, 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.

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 redlines and strikeouts.**

Amendment 1. Repeal and replace address language concerning the UDC’s relation to private agreements in *Article 1. – Title, Purpose, and Applicability*.



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STAFF REPORT

- Amendment 2.** Add new definitions for *Shoreline* and *Waterfront Lot* in **Article 2. Definitions and Rules of Measurement.**
- Amendment 3.** Add new standard *Accessory Structures* to the Cross Lake Overlay District in **Article 4. – Zoning Districts.**
- Amendment 4.** Amend exterior lighting luminaire standards in **Article 7. – On-Site Development Standards.**

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

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 Caddo Parish Commission, **Article 1, Article 2, Article 4, and Article 7** 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.



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PUBLIC ASSESSMENT: No support or opposition was present.

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

CC3825

NOTICE TO THE PUBLIC

Notice is hereby given that the Caddo Parish Planning and Zoning Board will hold a public hearing on Wednesday, September 27, 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.

23-6-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 certain proposed code text amendments to the Caddo Parish UDC in order to amend to the following articles, or portions thereof: Article 2. – Definitions and Rules of Measurement, and Article 4. – Zoning District Regulations, regulating waterfront lots in the Cross Lake Overlay Zoning District, with all provisions included therein.

Alan Clarke, Executive Director
Metropolitan Planning Commission

ORDINANCE NO. 6387 OF 2023

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 LINWOOD AVENUE AND MAYO ROAD, CADDO PARISH, LA., FROM R-A RURAL-AGRICULTURAL DISTRICT TO C-2 CORRIDOR COMMERCIAL DISTRICT, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

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

The official Zoning Map of the Shreveport Metropolitan Planning Area of Caddo Parish, Louisiana, be amended by rezoning property located on the southwest corner of Linwood Avenue and Mayo Road, Caddo Parish, LA, more particularly described below, be and the same is hereby amended from **R-A Rural-Agricultural district to C-2 Corridor Commercial district:**

A tract of land being bound on the North by Rose Avenue as recorded in book 450, page 177, on the East by Linwood Avenue as recorded in book 251, page 342, and on the South by Wildwood South, as recorded in book 900, page 591, all in the conveyance records of Caddo Parish, Louisiana, and being located in the North half of the Southeast quarter of Section 14, Township 16 North, Range 14 West, Caddo Parish, Louisiana, being more particularly described as follows: commencing at the Southeast corner of Section 14, Township 16 North, Range 14 West Caddo Parish, Louisiana, thence North along the East Line of said Section 14 a called distance of 1,936 feet, thence West a distance of 30 feet to the intersection of the westerly right of way line of Linwood Avenue as recorded in book 251, page 342, and an Easterly projection of the North line of Wildwood South, as recorded in book 900, page 591, both in the conveyance records of Caddo parish, Louisiana, and being the point of beginning of the tract described herein; thence continue West a distance of 20 feet along said easterly projection to the Northeast corner of said Wildwood South; thence West along the North Line of said Wildwood South a distance of 230.00 feet; thence North a distance of 708.00 feet to the South right of way line of Rose Avenue as recorded in book 450, page 177, conveyance records of Caddo Parish, Louisiana; thence East a distance of 250.00 feet to the West right of way line of said Linwood Avenue; thence South a distance of 710.00 feet along said West right of way line to the point of beginning; said tract herein described containing 4.07 acres, more or less. This description was created without the benefit of an actual on the ground survey. Section 14, T16N, R14W, Caddo parish, Louisiana., 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

23-29-P
Linh Nhat Huynh

draft

**CADDO PARISH PLANNING AND ZONING COMMISSION
SUMMARY MINUTES OF THE PUBLIC HEARING SEPTEMBER 27, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, September 27, 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
Adam Bailey, Community Planning & Design Manager
Kamrin Hooks, Executive Assistant/Planner 1
Donna Frazier, Parish Attorney's Office
Tanner Yeldell, City Attorney's Office
Stephen Jean, Deputy Director
Reginald Jordan, Zoning Administrator

Members Absent

None

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

The meeting was called to order & the procedure for hearing the applications on today's agenda was explained. Speakers should speak clearly into the microphone & give their name & mailing address for further reference. Comments on any item not on the agenda will be limited to 3 minutes at the end of the public hearing. Any written comments that were submitted may be viewed in the public record files.

All decisions rendered by the 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 August 23, 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. 23-29-P ZONING REQUEST

Applicant: LINH NHAT HUYNH
Owner: Margaret Blair Williams
Location: 0 Linwood Ave (southwest corner of Linwood Ave and Mayo Rd)
Existing Zoning: R-A
Request: R-A to C-2
Proposed Use: Commercial Uses

Representative &/or support:

Johnny Linh Huynh 11160 Greenacres Rd, Shreveport, La, 71106

Huynh explained to the Board that he had purchased 43 acres of land and wanted to develop 4 acres of it to build a strip mall area. He said that he felt that bringing businesses to the area would be beneficial. Huynh clarified that the development would not be low-income. He spoke about a concern of flooding and said the development would have a plan to not increase water run-off.

BROWN asked what kind of businesses would be there and if neighbors could rent spaces. Huynh said that he already had personal businesses that would operate there and that currently it is not open for public rent, but the businesses will be useful to the area.

NEUBERT asked the executive director CLARKE to talk about what is and is not allowed under a C-2 zoning.

CLARKE stated that mixed income housing or multi-family would not be allowed in a C-2 commercial zoning. He stated in a C-2 the only available residential type housing in this zoning would be dwelling above the ground, which would include a retail establishment on the first floor and housing on the second or third floors.

BROWN asked the applicant if he was buying all of the 43-acre lot and would he leave any of the area forested for the residents. Huynh explained that he would leave 20-50 feet of area to the west of the development as well as the undeveloped land.

Roland Ricou 3 Walton Place, Shreveport, La, 71106

Ricou addressed the public concern that the city may annex that portion of developed land into the city of Shreveport. He stated that the track of land was not contiguous with the city limits of Shreveport.

Laurel Rice Brightwell 207 Milam St, Ste. C, Shreveport, La, 71101

Brightwell spoke on behalf of the seller of the land. She stated that there are commercial and light industrial properties close to the area. She stated that a rezoning of the lot would not be an unusual request. Brightwell stated that the woods belong to the seller Williams and that if the sell does not go through, all 43 acres will be clear cut in order to benefit from the timber market. She stated that the opposition wants to keep the wooded area wooded, but either by development or the timber market the area would be changed, and the forest area removed.

MARCHIVE asked if the property across the street was on the market and an option for the applicant. Brightwell answered she did not know and only represented the seller.

Melissa Riddick 514 Dunmureland, Shreveport, La, 71106

Riddick spoke on behalf of the buyer and stated the applicant only wants to develop the front portion of the land. She stated that the applicant is willing to do as much screening as necessary to appease the residents and parish.

Opposition:

Darcy Piazza 9668 Darrell Ave, Shreveport, La, 71106

Piazza stated that she has lived in the area for most of her life and can speak confidently about the fact that no one in the area is comfortable or wants this area developed. She stated that the type of businesses that will be moving in have not been expressed by the applicant. Piazza explained that the abandoned commercial properties in the area have been vacant for over thirty years because every business that comes fails. She then stated that there is available vacant building that the applicant could use instead of destroying the forest area to construct a strip mall that might fail, like many other businesses have in the past, leaving eyesores and abandoned buildings in their area. Piazza expressed concern for drainage issues because it would affect the neighborhood. She also stated that the added traffic from the development would be detrimental to the already unstable traffic conditions in the area. Lastly, expressed to the Board that the people of the area do not want access to the things that they need in their neighborhood. The residents of the area are more than happy to drive to what they need in the city, down the road.

Piazza asked that rapid development not be started in their area.

MARCHIVE explained that the commercial properties near their neighborhood had been grandfathered in through the land use planning map.

NEUBERT asked Piazza what she would support on the land. Piazza explained that she did not know what she would support because the drainage line goes through that property and in order to be okay with any development, she would need to see detailed site plans that provide certainty.

BROWN stated that the owner of the woods has been letting people utilize them and now the owner is being told what they can or cannot do with their property. He then said that the area would be wiped out per the word of the seller's representative and either way the woods would be gone. BROWN expressed the positive aspect of this development for the area. Piazza explained that the area cannot sustain the businesses because the market is not there. She then said that this application should not be supported without more concrete planning.

No further discussion ensued.

Nancy Ambrose 9647 Darrell Ave, Shreveport, La, 71106

Ambrose explained that on her side of the neighborhood, they have well water and septic and asked if the development would be on city water or well. She then stated that with the amount of traffic, a traffic light or stop sign would be needed.

draft

NEUBERT asked CLARKE to explain the annexation possibility of the area to the city. CLARKE said that it is very doubtful the city would annex the area. So, the area would be private septic and well water. NEUBERT asked if you could have city water without being in the city, to which CLARKE answered yes. Ambrose stated that her concerns were answered and wrote she would support the application moving forward.

David Arnoldi 10295 Linwood Ave, Shreveport, La, 71106

Arnoldi stated he lived directly across from the possible development and did not want to live across from businesses. NEUBERT asked Arnoldi what he would support there, to which he answered something environmentally friendly.

Rebuttal:

Johnny Linh Huynh 11160 Greenacres Rd, Shreveport, La, 71106

Huynh stated he would try his best to keep the neighbors happy. BROWN asked if the 4 acres were approved, would the applicant be okay with possible stipulations to keep the forest look for the area. The applicant answered that yes, he would be open to those stipulations. HUMPHREY asked how many acres he was purchasing. Huynh stated 43 acres to which he would develop 4 of, leaving roughly 39 acres undeveloped at this time. NEUBERT asked for the road frontage on the property, to which the applicant replied, 710ft.

A motion was made by MR. BROWN seconded by MS. HART to recommend approval of this application with stipulations.

The Board discussed a possible add on to the stipulations required. NEUBERT requested to add the word enhanced, to require natural buffers and greenery to the property. CLARKE expressed that the Board was drifting towards a by definition planned unit development as they could not regulate greenery with a site plan review. He stated that the MPC could ensure the site plan meets the requirement of a development in the C-2 district. MARCHIVE asked staff if making the development a planned unit development was possible, to which CLARKE said yes, but it would be a new application. He also noted that civic engagement is plainly expressing their opinion of not wanting this rezoning or development in their property. MARCHIVE stated that the area is a rural residential area, and it should stay that way. BROWN stated that the future land use map mirrors the master plan map done by consultants that was instituted all over the country. He stated that property should develop the way it wants naturally, and the development will be a plus for the area. GREEN raised concern that if this application is approved, what will stop the rest of the 43 acres from being developed later. NEUBERT answered it would be an application-by-application basis on the limitations of the development of the 43 acres. BROWN state that their development would bring jobs to the area.

The motion was adopted by the following 5-1 vote: Ayes: Messrs. BROWN & HUMPHREYS and Meses. GREEN, HART & NEUBERT Nays: Messrs. MARCHIVE. Absent: NONE

END OF PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

OTHER MATTERS TO BE REVIEWED BY THE COMMISSION

CHAIR/BOARD MEMBER'S COMMENTS

draft

ADJOURN 4:54 p.m.

Laura Neubert, Chair

Phyllis Hart, Secretary



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**STAFF REPORT
SEPTEMBER**

27, 2023

AGENDA ITEM NUMBER:8

MPC Staff Member: Jomari Smith

Parish Commission District: 9/John Atkins

CASE NUMBER 23-29-P: ZONING REQUEST

APPLICANT: LINH "JOHNNY" HUYNH
OWNER: Margaret Blair Williams
LOCATION: 0 Linwood Ave. (SW Corner of Linwood Ave & Mayo Rd)
EXISTING ZONING: R-A
REQUEST: R-A to C-2
PROPOSED USE: Commercial Development

DESCRIPTION: The applicant is requesting approval to rezone 4.07 acers of a 43.09 acer sized tract from the current zoning R-A (Rural Agriculture) to C-2 (Corridor Commercial). The purpose of the rezoning is so that the applicant can use the 4.07 acres for the development of a commercial / retail center for lease spaces to businesses for multi-tenant commercial uses. This property is adjacent to R-1-7(Single-Family Residential) to the North and South, with C-3 (General Commercial) zoning across Linwood Ave to the east, and R-A zoning to the west.

There is some pervious case history associated with this property.

- P-93: A Rezoning of a R-A to R-1 for residential use.

Nearby relevant cases include.

- P-439: A rezoning of a R-A to R-4 for the use of a residential subdivision, Approved.
- P-54-78: A rezoning of a R-1 property to B-3 for the use of a used car lot & barber shop, Denied.
- P-35-79: A rezoning of a R-1 property to B-2 for the use of a real estate office and drapery show room.
- P-12-81: A rezoning of a R-1 to B-2 for the use of a hardware store & Retail. Approved.
- P-34-81: A rezoning for a R-1 to B-3 for the use of a service station with auto repair. Approved.
- P-58-85: MPC approval for a fire station.

Nearby neighborhoods include: Boggy Bayou, Wallace Lake, Wallace Lake Heights.

REMARKS: As stated, the applicant is requesting to rezone 4.07 acres of a 43.09 acres sized tract from the current zoning of R-A to the zoning C-2 for the use of opening a commercial / retail center that will lease spaces to businesses for multi-tenant commercial uses within the C-2 zoning district. The adjacent properties to the North, South and West are residentially zoned, while the properties across Linwood to the East are zoned Commercial.

As stated in Article 4.3 of the Unified Development Code (UDC), C-2 is defined as "*The C-2 Corridor*

The information stated herein is the result of discussion by a staff review team. The Caddo Parish Planning and Zoning Commission will use all information made available to them in making their decision. 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, all as applicable.



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STAFF REPORT

Commercial Zoning District is intended to accommodate the commercial corridors of the City of Shreveport. The C-2 District addresses primarily auto-oriented retail, both individual businesses and retail centers, with the intent of improving the pedestrian environment along the corridor. Mixed-use development is encouraged with residential dwelling units allowed above the ground floor." The permitted by right uses in C-2 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, Commercial Facility For Pop-Up Use, Retail Sales of Alcohol-Beer/Wine, 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, Healthcare Institution, Lodge/Meeting Hall, Medical/Dental Office, Office, Outdoor Dining, Personal Service Establishment, Place of Worship, Public Park, Public Safety Facility, Restaurant, Retail Goods Establishment, Self-Service Ice Vending Unit, Soup Kitchen, Soup Kitchen, Accessory, Specialty Food Service, 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 reviewing the zoning map, the properties on Linwood Ave, to the North and East have a few commercially zoned properties with frontage along Linwood Ave. and are typically located at the intersections of Linwood such as Mayo Rd & Shattalon Dr. The majority of the lots within this neighborhood are comprised of the R-1-7 (Single-family Residential) zoning district as well as the R-A (Residential Agriculture) zoning. This site if rezoned would be located at an intersection of Linwood Ave. & Mayo as well as Linwood Ave. & Lee Blvd. This tract would also have frontage along Linwood as well which is consistent with the already commercially zoned properties within the area.

The future land use map recommends that the property remain residential and be developed residentially. Given the future land use map recommendation, a rezoning to a commercial zoning such as C-2 would be in contradiction with the recommendation that is being provided with the master plan. It however should be noted that a few of the properties are already in contradiction with the map and have been rezoned to allow for an array of more intense uses than the proposed zoning district.

The applicant hosted a neighborhood participation meeting on Tuesday September 5th at 6:00pm. The meeting details provided by the applicant stated that the meeting did not go as well as they planned. It appears that the community within the area was opposed to the commercial development, when asked as to what they would like to have the property be used for they indicated that they did not want it to be used for anything. The meeting has 19 people in attendance, 16 public attendees, the applicant, and the applicants' realtors.

STAFF

ASSESSMENT: Based on the information contained in the application, and analysis of the facts of record, MPC Staff concludes that it is warranted to deny the application to rezone the property to C-2 in efforts to remain consistent with the future land use recommendation.



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

- a. Approve the application to rezone.

PUBLIC ASSESSMENT: 4 spoke in support and 3 in opposition.

PZC RECOMMENDATION: The Board voted 5-1 to recommend this application for approval with stipulations.

23-29-P

NOB

MARS

DARRELL

LINWOOD

1,500' NOTIFICATION AREA

R-1-7

C-2

R-MHS

C-2

MAYO

R-A

R-A
to C-2

C-3

C-1 (PUD)

R-2

R-A



SCALE: 1" = 500'

23-29-P AREA REF MAP

IN SIDE CITY LIMITS

BONNYDUNE

OUTSIDE CITY LIMITS

JANN

NOB

MARS

LINWOOD

DARRELL

HEMPERLY

SHATTA LON

R-A
to C-2



MAYO

GENERAL CHENAU

GENERAL BRADLEY

LEE

DIXON

RUTLEDGE

ARLINE

BUCKLEY

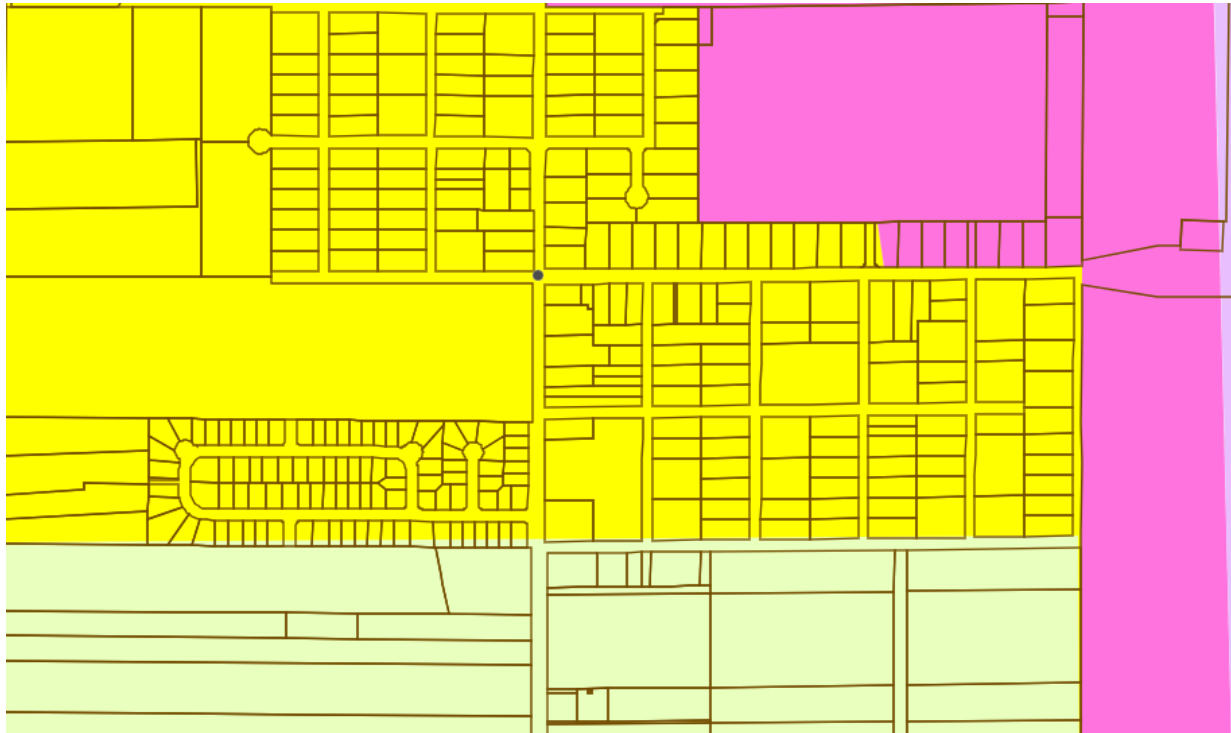
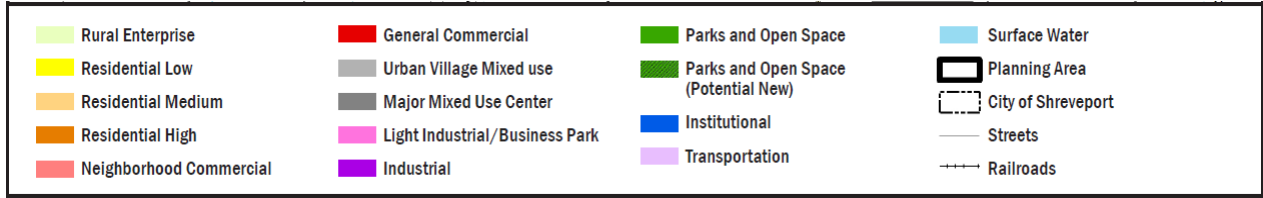
GENERAL PATTON



SCALE: 1"=750'

23-29-P

Future Land Use Map





PUBLIC HEARING NOTICE

AFFECTING THIS PROPERTY
FOR MORE INFO CALL: 318-673-6480
(from 8:00 a.m. to 5:00 p.m.)
VISIT: shreveportcaddompc.com/agendas
EMAIL: info@shreveportcaddompc.com
DO NOT REMOVE SIGN UNTIL AFTER THE HEARING



FIRST
&
LAST
STOP
3071
3971
4131



Yellow sign on utility pole

GREEN SIGN
ST. GRI
318

St
Gri
318

SHOP

Map



Neighborhood Participation Plan Report

(To Be Submitted a Minimum of 2-weeks Prior to Public Hearing)



This template is for informational purposes only, and should be used as a guide – and modified accordingly – to meet the specifics for your meeting. Items 1-11 are required for submittal.

1. **Project Name: Linwood Avenue Commercial Center**
2. **Contact Name: Linh “Johnny” Huynh**
3. **Meeting Date: September 5, 2023**
4. **Meeting Location: South Caddo Library, 2111 Bert Kouns, Shreveport, LA**
5. **Meeting Start Time: 6:00 p.m.**
6. **Meeting End Time: 7:30 p.m.**
7. **Number of People in Attendance: 19 – 16 attendees, applicant, 2 realtors representing applicant**
8. **Date of Filing of Land Use Application: August 4, 2023**
9. **General Introduction:**

Please include information about who you reached out to for the meeting, communication outreach methods (letters, Facebook, emails, etc.), what you were proposing at the time of the neighborhood meeting, the meeting format (PowerPoint, Q&A, Display Boards, etc.), and who attended the meeting on behalf of the applicant (engineers, attorney, developer, property owner, etc.). Additional information that you feel is important to include is welcomed.

Letter sent via MPC was the communication method. Applicant – Linh Huynh – and his realtors, Melissa Riddick and Roland Ricou of Sealy Real Estate Services, attended and assisted in presentation.

10. **Summary of Concerns and Issues Raised at the Meeting:**

Please list and respond to each one individually; include as many items that were discussed.

- a. **List question/concern/comment/request for changes to the proposed plans.**
Concern there will be increased traffic on Linwood Avenue and it is narrow with no shoulders.

Applicant Response: Applicant is envisioning businesses that would be providing services to the neighborhood so no increase in traffic as these are the people already driving up and down Linwood. Could not address road condition as this wasn't applicable to his application.

- b. **Concern that this area will be annexed into City.**

Applicant Response: His application does not require nor does he want City annexation. Attendees are very opposed to City annexation.

- c. **Concern that this area will be developed for low income housing.**

Applicant Response: His application is for commercial development on the front 250+/- feet. He has no plans to develop the remainder at this time for any type of housing. If he was to want to develop, he would have to make another application and go through same process he is going through with this application and neighborhood would be made aware and could voice concerns at that time.

- d. **Concern about the type of businesses locating in the development (vape stores) and liquor sales.**

Applicant Response: He envisions businesses that would provide services to the neighborhood but does not have any identified. Incorrectly stated that liquor sales would require additional approval. Did not know that his C-2 zoning provided for the sale of beer and wine without additional approval.

- e. **Concern that commercial development brings crime.**

Applicant Response: He is hoping businesses that complement the neighborhood and the people conducting business there would be neighbors.

- f. **Concern that commercial development would cause flooding.**

Applicant Response: He will have to submit his plans for development for review and approval and he will have to abide by any requirements for detention.

- g. **Concern from a resident to the south that commercial development would take the place of the wooded view from their backyard.**

Applicant Response: He will have to provide required fencing and landscaping.

11. Additional Items Required for Report Submittal:

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

12. Deadline:

- If your land use application requires a Public Hearing before the MPC Board, then your Neighborhood Participation Plan Report must be submitted two weeks prior to the Public Hearing.
- If your land use application does not require a Public Hearing, no decision on your land use application will be made until a Neighborhood Participation Plan Report has been submitted to your Case Manager

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.


Linh Huynh (Sep 7, 2023 13:30 CDT)

Sep 7, 2023

Signature of Applicant or Authorized Representative

Date

Linh Huynh

9/7/2023

Type or Print Name of Applicant (or Authorized Representative)

Date

NPP Sign In Sheet

Project Name/Location: Linwood Avenue Commercial Center **Date:** 9/5/23

Meeting Location: South Caddo Library **Time:** 6:00

Name	Organization	Address	Email Address	Phone Number
Robert Leventikis		531 Rutledge Ave		687-3746
Patti Foster		503 Rutledge Ave	pattifoster@phn.ca	318-347-4254
Troy Foster		503 Rutledge		318-840-4007
Waymon Basha		545 Shattalon Dr.		318-540-2088
Waymon Basha		441 MARS DR		318-682-4080
Dee Basha		441 MARS		687-409
C. K.		403 Rutledge	Ketchum 403 @YAHOO.COM	---
Dewayne Lee		453 Rutledge Jr	dewaynlee@comcast.net	318-469-7505
DAVID ARNOLD		10295 Linwood	dvdarnold199@gmail.com	318-688-4540
MAUREEN ARNOLD		1295 Linwood		318-688-4540
Ralph Gray		9729 Arline Cir		318-465-1679
Maura Gray		9729 Arline Cir		318-465-1679
LARRY STORES		9677 Darrell Ave		318-518-8101
MARK NEWS		565 and 555 572 Shattalon		318-458-1995
Jeremy Pinzn		9668 Darrell Ave 5'port LA 7106	jeremyPinzn@aol.com Yahoo.com	318 505 5313
Vicki Nelson		507 Dixon		318 272 4462

My parents have been homeowners in Wildwood South for more than 50 years! That neighborhood has been a part of my life for my entire life. And I include the woods across the street from my family's home, and that run along the whole side of Wildwood, a part of Wildwood. This is my neighborhood and my woods. To an outsider, they may not seem like much, but to me, they are and always will be a part of me.

At the age of 2, I wandered off with the family dog and stayed lost in those woods for hours! My Father and Mother, along with the rest of the neighbors finally found me. Growing up, the kids of Wildwood used the woods to build forts in, ride bikes, build trails, ride 4-wheelers, have races, have BB gun wars, and countless other things. I rode my horse for hours through those woods. We even used it as a shortcut to "The Little Store" on Linwood by Mayo Rd.

It was a perfect place to raise your children. It was a place that allowed us to play outside all day without our parents worrying. We could build campfires, play all kinds of sports, and just entertain ourselves without getting into trouble. I really can't imagine growing up anywhere else.

Our neighbors became family and remain that way today. Unless you were there, you probably could never understand. We were family and the woods were family, too. The woods were a playmate to each and everyone of the Wildwood kids as well as kids from the surrounding neighborhoods. I can only think that's what motivated people to reside in Wildwood and is the same cause that new residents moved there now.

There are countless properties in town that could be bought and developed or re-developed. The people that live near where you want to tear down and develop, I'm sure feel as I do. It's unwelcome. We have lived there for a reason and now you are trying to destroy that reason. We don't want anything more than what we have now.

Any kind of strip mall, apartments, etc., in place of our woods, will certainly change everything! And I mean everything in a negative way! If you destroy those woods, you will be destroying, in a sense, some of the innocence that's left in that area...some of what makes the area special and good. You will also be destroying the natural habitat of countless species of animals. It will be an act that cannot be undone. And the negative effects will be felt for many generations to come.


I hope you reconsider your plans. Buy in town or elsewhere and do as you please. Leave this area and my woods alone!! Thank you for your time.

Vicki Nelson

A handwritten signature in black ink, appearing to read 'Vicki Nelson', written in a cursive style.

Ralph & Mauba ^{Stephens} Gray
9729 Arline Cir
Sprenseport, LA.
71106

This is Concerning Case Number
23-29-P.

I'm not for rezoning our
area as this development would
be literally at my back
yard fence. I feel like I could
be losing my peaceful, safe
& private back yard. I can't
imagine the loss of all my hard
work for 30 years turning into
a crime area & a dumpster
to look at.  Our home
would never be the same. Greenwood
is congested now. This is very intrusive ^{Ralph &} ~~Mauba~~

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: Linwood Avenue Commercial Center	Associated Case:	
Project Address/Location: 10200 Block Linwood Avenue, Shreveport, LA		
Current Zoning District: R-A	Proposed Zoning District (if applicable): C-2	Parcel Number(s): 161414-000-0021
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	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	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>		
See attached.		
4. GENERAL LOCATION OF PROPERTY		
<i>(street address and/or frontage, and distance to cross street)</i>		
Linwood Avenue, west side, at intersection with Mayo Road, approximately 710 feet fronting Linwood		
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

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

UDC DEVELOPMENT APPLICATION

6. ZONING INFORMATION		7. BUILDING INFORMATION	
Current Zoning District(s): R-A	Proposed Zoning District(s): C-2	Proposed Building Use(s): commercial strip center	
If more than one district, provide the acreage of each:		Existing Building(s) sq. ft. gross:	N/A
Special Purpose Overlay District (if applicable):		Proposed Building(s) sq. ft. gross:	
Total Site Acres:	43.09+/-	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): 4.07 acres		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

**IMPORTANT
 NOTE ABOUT
 PROJECT
 CONTACT**

If property owner designates an agent as the coordinator for the project, this person (the applicant) shall attend all necessary meetings and public hearings, will receive the agenda, recommendations, and case reports, and will communicate all case information to other parties as required. **All contact for this project will be made through the applicant listed below.**

NAME, ADDRESS, AND SIGNATURE OF ALL PROPERTY OWNERS: ALL property owners must sign. All **property owners** must sign unless one person has the power of attorney to sign for others and that power of attorney is submitted with the application. A managing partner in a corporation may sign and submit written authorization. **If in business name or corporation, list all persons owning 6% or more. Attach separate sheet if necessary.**

APPLICANT CONTACT INFORMATION:

Check if Primary Contact

Name: Linh Nhat Huynh Company: _____
 E-mail: artsigns.inc@gmail.com Phone: (318) 347-9996 Fax: _____
 Address: 11160 Greenacres Road City: Shreveport State: LA Zip: 71115

ARCHITECT CONTACT INFORMATION:

Check if Primary Contact

Name: _____ Company: _____
 E-mail: _____ Phone: _____ Fax: _____
 Address: _____ City: _____ State: _____ Zip: _____

ENGINEER CONTACT INFORMATION:

Check if Primary Contact

Name: Josh Craig Company: Mohr & Associates
 E-mail: JCraig@mohrandassoc.com Phone: (318) 686-7190 Ext. 108 Fax: _____
 Address: 1324 North Hearne, Suite 301 City: Shreveport State: LA Zip: 71107

CURRENT PROPERTY OWNER CONTACT INFORMATION:

Check if Primary Contact

Name: Margaret Blair Williams Company: _____
 E-mail: blairwilliamsnm@gmail.com Phone: 318-220-6753 Fax: _____
 Address: 2882 Hwy. 14 City: Cerrillos State: NM Zip: 87010
 Designee Contact Name: Laurel Brightwell Email Address: lbrightwell@ulcoleman.com Phone Number: (318) 221-0541

PROPERTY OWNER, CHECK ONE OF THE FOLLOWING:

____ I will represent the application myself; OR I hereby designate Linh Nhat Huynh (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.

ACKNOWLEDGEMENT:

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

Margaret Blair Williams

Margaret Blair Williams (Aug 4, 2023 07:42 PDT)

Property Owner Signature

Aug 4, 2023

Date



Linh Huynh (Aug 4, 2023 10:31 CDT)

Applicant Signature

Aug 4, 2023

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, September 27, 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. 23-29-P: 0 LINWOOD AVE. Application by LINH NHAT HUYNH for approval to rezone property located on the SOUTHWEST CORNER OF LINWOOD AVE AND MAYO RD, from R-A Rural Agricultural Zoning District to C-2 Corridor Commercial Zoning District, being more particularly described as A TRACT OF LAND BEING BOUND ON THE NORTH BY ROSE AVENUE AS RECORDED IN BOOK 450, PAGE 177, ON THE EAST BY LINWOOD AVENUE AS RECORDED IN BOOK 251, PAGE 342, AND ON THE SOUTH BY WILDWOOD SOUTH, AS RECORDED IN BOOK 900, PAGE 591, ALL IN THE CONVEYANCE RECORDS OF CADDO PARISH, LOUISIANA, AND BEING LOCATED IN THE NORTH HALF OF THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 16 NORTH, RANGE 14 WEST, CADDO PARISH, LOUISIANA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SECTION 14, TOWNSHIP 16 NORTH, RANGE 14 WEST CADDO PARISH, LOUISIANA, THENCE NORTH ALONG THE EAST LINE OF SAID SECTION 14 A CALLED DISTANCE OF 1,936 FEET, THENCE WEST A DISTANCE OF 30 FEET TO THE INTERSECTION OF THE WESTERLY RIGHT OF WAY LINE OF LINWOOD AVENUE AS RECORDED IN BOOK 251, PAGE 342, AND AN EASTERLY PROJECTION OF THE NORTH LINE OF WILDWOOD SOUTH, AS RECORDED IN BOOK 900, PAGE 591, BOTH IN THE CONVEYANCE RECORDS OF CADDO PARISH, LOUISIANA, AND BEING THE POINT OF BEGINNING OF THE TRACT DESCRIBED HEREIN; THENCE CONTINUE WEST A DISTANCE OF 20 FEET ALONG SAID EASTERLY PROJECTION TO THE NORTHEAST CORNER OF SAID WILDWOOD SOUTH; THENCE WEST ALONG THE NORTH LINE OF SAID WILDWOOD SOUTH A DISTANCE OF 230.00 FEET; THENCE NORTH A DISTANCE OF 708.00 FEET TO THE SOUTH RIGHT OF WAY LINE OF ROSE AVENUE AS RECORDED IN BOOK 450, PAGE 177, CONVEYANCE RECORDS OF CADDO PARISH, LOUISIANA; THENCE EAST A DISTANCE OF 250.00 FEET TO THE WEST RIGHT OF WAY LINE OF SAID LINWOOD AVENUE; THENCE SOUTH A DISTANCE OF 710.00 FEET ALONG SAID WEST RIGHT OF WAY LINE TO THE POINT OF BEGINNING; SAID TRACT HEREIN DESCRIBED CONTAINING 4.07 ACRES, MORE OR LESS. THIS DESCRIPTION WAS CREATED WITHOUT THE BENEFIT OF AN ACTUAL ON THE GROUND SURVEY. SECTION 14, T16N, R14W, CADDO PARISH, LOUISIANA.

Alan Clarke, Executive Director
Metropolitan Planning Commission

ORDINANCE NO. 6088 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 NINE PARCELS, NAMELY: EAST 28.5 FEET OF LOT 29 & WEST 16 FEET OF LOT 28, BLOCK 2, GILMER SUBDIVISION (GEO NO. 181331-075-0051-00); EAST 24 FEET OF LOT 28 & WEST HALF OF LOT 27, BLOCK 2, GILMER SUBDIVISION (181331-075-0035-00); LOT 21, BLOCK 2, GILMER SUBDIVISION (GEO NO. 181331-075-0021-00); LOT 20, BLOCK 2, GILMER SUBDIVISION (GEO NO. 181331-075-0020-00); LOT 17 & WEST 10 FEET OF LOT 16, BLOCK C, HIGHLAND PARK SUBDIVISION (GEO NO. 181331-072-0106-00); WEST 30 FEET OF LOT 19 & EAST 10 FEET OF LOT 20, BLOCK C, HIGHLAND PARK SUBDIVISION (GEO NO. 181331-072-0111-00); LOT 35 & EAST HALF OF LOT 36, BELLMONT SUBDIVISION (GEO NO. 181331-050-0091-00); LOT 38 & EAST 10 FEET OF LOT 39, EMERALD HILL SUBDIVISION (GEO NO. 171305-006-0038-00); LOT 7, WOODLAWN SUBDIVISION (GEO NO. 171305-038-0007-00) AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, Taylor Family Property, LLC and SJR Investments have separately applied under Section 19-31 of the Code of Ordinances to acquire certain property adjudicated to the Parish for unpaid property taxes;

WHEREAS, Taylor Family Property, LLC and SJR Investments meet the requirements to acquire those properties based on their applications;

WHEREAS, these properties are adjudicated to the Parish for unpaid property taxes;

WHEREAS, under the Caddo Reinvest program the Parish is required to take full ownership interest in these properties prior to transferring them to Taylor Family Property, LLC and SJR Investments;

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 properties;

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 properties:

- a) East 28.5 feet of Lot 29 & West 16 feet of Lot 28, Block 2, Gilmer Subdivision (Geo. No. 181331-075-0051-00)
- b) East 24 feet of Lot 28 & West Half of Lot 27, Block 2, Gilmer Subdivision (Geo. No. 181331-075-0035-00)
- c) Lot 21, Block 2, Gilmer Subdivision (181331-075-0021-00)
- d) Lot 20, Block 2, Gilmer Subdivision (181331-075-0020-00)
- e) Lot 17 & West 10 feet of Lot 16, Block C, Highland Park Subdivision (Geo. No. 181331-072-0106-00)
- f) West 30 feet of Lot 19 & East 10 feet of Lot 20, Block C, Highland Park Subdivision (Geo. No. 181331-072-0111-00)
- g) Lot 35 & East Half of Lot 36, Belmont Subdivision (Geo. No. 181331-050-0091-00)
- h) Lot 38 & East 10 feet of Lot 39, Emerald Hill Subdivision (Geo. No. 171305-006-0038-00)
- i) Lot 7, Woodlawn Subdivision (Geo. No. 171305-038-0007-00)

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.

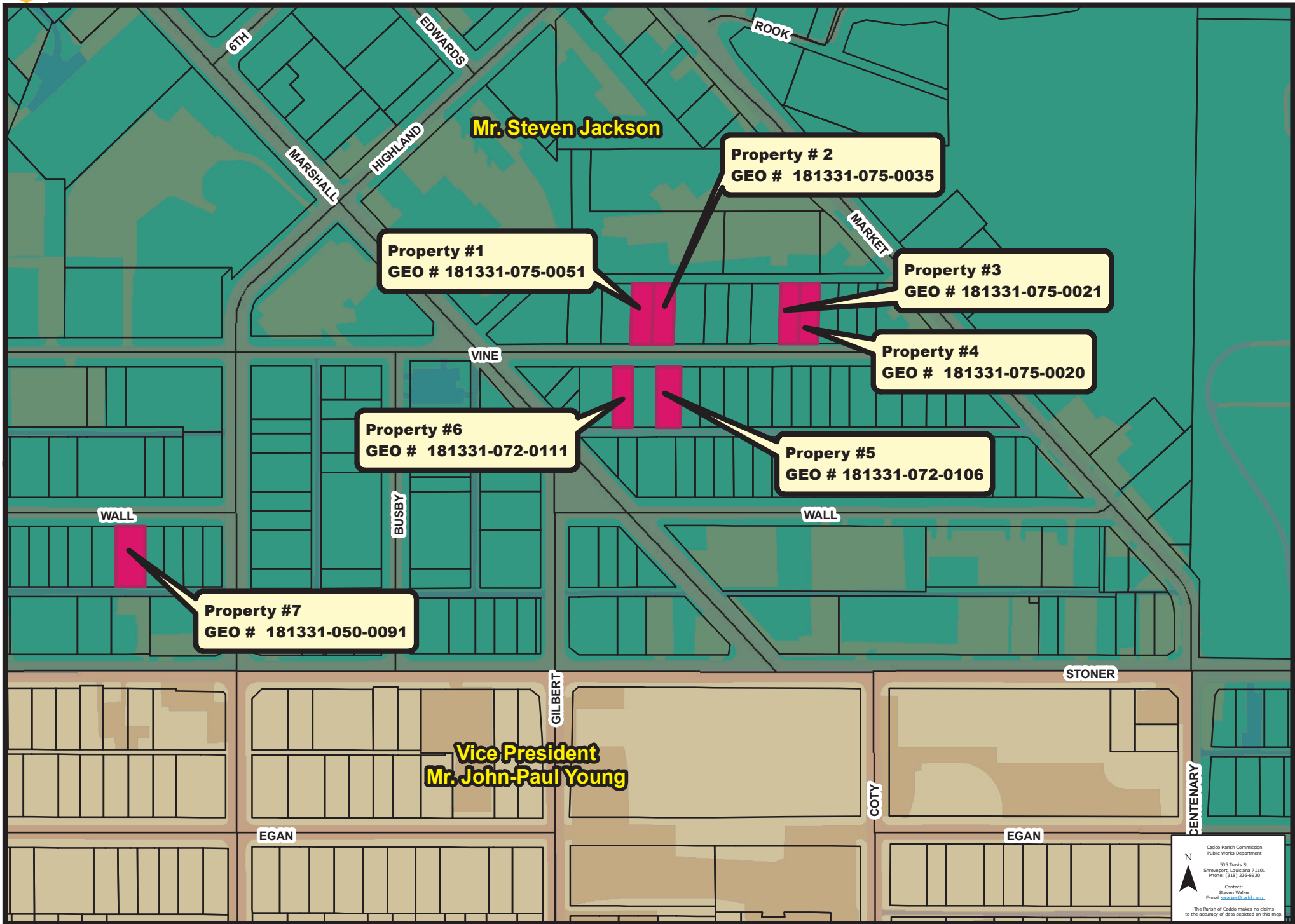
BE IT FURTHER ORDAINED, that this ordinance shall take effect upon adoption.

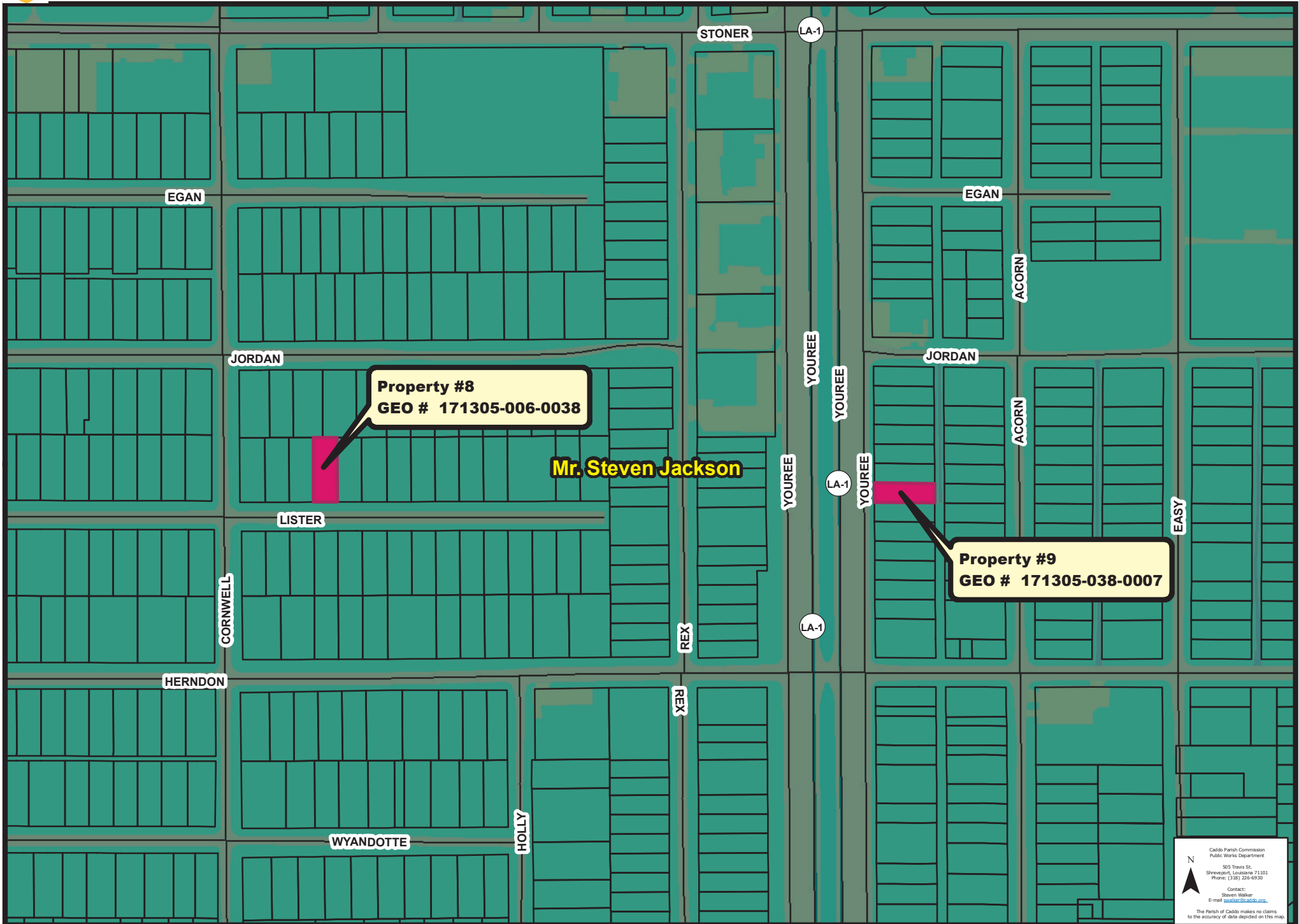
BE IT FURTHER ORDAINED, that all ordinances or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form:

Parish Attorney

Date





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

TITLE		
<p>Ordinance 6388 of 2023</p> <p style="text-align: center;">AN ORDINANCE DECLARING THE INTENT OF THE PARISH UNDER LA. R.S. 47:2236 TO ACQUIRE FULL OWNERSHIP INTEREST IN NINE PARCELS, NAMELY: EAST 28.5 FEET OF LOT 29 & WEST 16 FEET OF LOT 28, BLOCK 2, GILMER SUBDIVISION (GEO. NO. 181331-075-0051-00); EAST 24 FEET OF LOT 28 & WEST HALF OF LOT 27, BLOCK 2, GILMER SUBDIVISION (GEO. NO. 181331-075-0035-00); LOT 21, BLOCK 2, GILMER SUBDIVISION (GEO. NO. 181331-075-0021-00); LOT 20, BLOCK 2, GILMER SUBDIVISION (GEO. NO. 181331-075-0020-00); LOT 17 & WEST 10 FEET OF LOT 16, BLOCK C, HIGHLAND PARK SUBDIVISION (GEO. NO. 181331-072-0106-00); WEST 30 FEET OF LOT 19 & EAST 10 FEET OF LOT 20, BLOCK C, HIGHLAND PARK SUBDIVISION (GEO. NO. 181331-072-0111-00); LOT 35 & EAST HALF OF LOT 36, BELLMONT SUBDIVISION (GEO. NO. 181331-050-0091-00); LOT 38 & EAST 10 FEET OF LOT 39, EMERALD HILL SUBDIVISION (GEO. NO. 171305-006-0038-00); LOT 7, WOODLAWN SUBDIVISION (GEO. NO. 171305-038-0007-00) AND TO OTHERWISE PROVIDE WITH RESPECT THERETO</p>		
DATE 10/10/2023	ORIGINATING DEPARTMENT: Public Works	
BACKGROUND INFORMATION		
<p>The Parish has received requests to acquire nine (9) adjudicated properties under the Caddo Reinvest program. The process requires the Parish to acquire ownership, and this ordinance is the first step under state law for the Parish to do so.</p>		
FINANCIAL IMPACT AND SOURCE OF FUNDING		
<p>The Parish will receive the appraised value of the property.</p>		
EFFECT(S) OF PROPOSED ACTION		
<p>Remove property from the adjudicated tax roll and return back to the economic stream of commerce.</p>		
ALTERNATIVES/STAFF RECOMMENDATION		
<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>		
KEY STAFF CONTACT		
<p>William M. Talton</p>		
COORDINATION		
Department Head	(Initial)	
Parish Administrator/CEO	(Initial)	
ADJUDICATED PROPERTY APPLICANTS		
Property Number	Acquired Party	District Number
181331-075-0051-00	Taylor Family Property, LLC	3
181331-075-0035-00	Taylor Family Property, LLC	3
181331-075-0021-00	Taylor Family Property, LLC	3
181331-075-0020-00	Taylor Family Property, LLC	3

181331-072-0106-00	Taylor Family Property, LLC	3
181331-072-0111-00	Taylor Family Property, LLC	3
181331-050-0091-00	Taylor Family Property, LLC	3
171305-006-0038-00	Taylor Family Property, LLC	3
171305-038-0007-00	SJR Investments	3

ORDINANCE NO. 6389 OF 2023

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE ADOPTING THE BUDGET OF ESTIMATED
REVENUES AND EXPENDITURES FOR THE **SHREVE**
MEMORIAL LIBRARY FOR THE YEAR 2024

BE IT ORDAINED by the Caddo Parish Commission, in legal and regular session convened, that the Budget of Estimated Revenues and Expenditures for the **Shreve Memorial Library** for the year 2024, is hereby adopted and appropriated as follows, to wit

2024 BUDGET

Revenues

Ad Valorem Taxes	\$ 17,237,600
State Revenue Sharing	340,000
Interest Earned	10,000
Other Receipts	280,000
Fines and Forfeitures	<u>6,000</u>
Total Revenues	<u>17,873,600</u>

Expenditures

Shreve Memorial Library Maintenance and Operation	17,378,600
Library Debt Service	-
Capital	<u>6,185,000</u>
Total Expenditures	<u>23,563,600</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>(5,690,000)</u>
	.
Fund Balance at Beginning of Year	<u>24,932,500</u>
Fund Balance at End of Year	<u><u>\$ 19,242,500</u></u>

BE IT FURTHER ORDAINED that any time during the year the Shreve Memorial Library Board of Control shall have the authority to transfer part or all of the unencumbered appropriation from one budget category to another budget category within the Library Fund.

Shreve Memorial Library

2024 BUDGET MESSAGE

TO: The Caddo Parish Commission, Shreve Memorial Library Board of Control, and the Citizens of Caddo Parish

In compliance with Article VI, Section 6.02 of the Caddo Parish Home Rule Charter, the Shreve Memorial Library Board is pleased to submit its proposed 2024 budget document for consideration and adoption by the Caddo Parish Commission. The annual Shreve Memorial Library budget represents one of the most important items the Board of Control enacts each year. This budget reflects the resources, strategies, and goals of Shreve Memorial Library needed in the delivery of library services to our citizens.

The accounting and budgeting format affords you an easy, readable, and understandable budget with a detailed category breakdown of expenditures for Shreve Memorial Library. We optimized taxpayers' dollars to ensure they are wisely invested towards the operational needs and capital improvement of SML. We present you with a conservative budget for 2024, one that preserves funding for essential services upon which our citizens rely. The Shreve Memorial Library Board of Control is committed to providing quality service to Caddo Parish citizens, and a review of the proposed budget illustrates the Library's commitment to those fundamental services that are highly valued by our customers.

Budget Overview

The 2024 Budget is balanced in that revenues and fund balance reserves meet total 2024 expenditures. The recommendations included in the budget are guided by key principles of sound financial practices.

Revenue Forecast: The property tax is Shreve Memorial Library's major revenue source. In fact, it represents 96% of our total revenues. Hayley Barnett, Director of Caddo Parish Finance, provides the revenue projections for all agencies. Shreve Memorial Library used these figures in preparing the 2024 Budget. Her projections of tax revenues are conservative, which is good. The projected 2024 ad valorem tax revenues for Shreve Memorial Library estimate are \$17,237,600.

Salaries and Personnel Benefits: SML's total salaries and benefits amount is \$10,983,000. The Library plans to increase employee pay rates in response to inflation over the last few years. All employees will receive a cost-of-living adjustment of \$1.50 per hour at the start of the year. Also, all eligible employees will receive a merit raise of three percent. The Library will increase the Employee Pay Rate Schedule for all entry levels by the same \$1.50 COLA amount. This increase in entry level pay is necessary to help recruit new employees and retain quality staff once hired. Salary and benefits are two important factors that help SML provide the best possible service so that all citizens can 'Dream, Discover, and Do.'

Books and Library Materials: The Library's Materials budget will be \$1,747,000. This represents an increase of 5% over the previous year's amount. Books and Materials are the Library's 'Stock and Trade.' The challenge is that there are so many formats, including paper, magazines, movies, e-books, and many others. One area that continues to increase is the use of electronic materials, such as e-books, audio books, music, movies, and online magazines.

Library Capital Equipment and Vehicles: The Automation budget this year is \$345,000. The IT department will replace PCs, upgrade the network, and provide better Wi-Fi access. The Library needs to purchase two vehicles in 2024, one as a fleet replacement and one new outreach vehicle.

Maintenance & Repair Services: Maintenance and Repair services continue as one of the larger budget categories for Shreve Memorial Library. This year's amount for maintenance and repairs is \$1,750,000. Both repairs and remediation have become more frequent as all of our branches are nearing the two-decade mark or beyond. The cost for both upkeep of branches and IT maintenance has increased dramatically over the past few years.

Capital Improvement Program: The Library Capital Improvement program will run through 2028 and will include all branches.

In 1996, Shreve Memorial Library received approval of a new Capital-Operating millage. The other library tax was an operating millage only. The first phase was a complete replacement of all full-time branches, two new branches in needed areas, and capital grants for the nine towns/villages, which allowed these communities to expand the space for their library branches.

The next phase was to acquire new space for support services. The Administration and technical support services were a part of the Main Library, which is now the Downtown Branch and our third resource center for the SML system. As support services grew, the building at 424 Texas lacked adequate space to house both a resource center branch and support/administrative services. In addition, the Bookmobile Center was housed in a small branch, and the Center desperately needed more room to provide services. Shreve Memorial Library acquired a former call center at 885 Bert Kouns and moved support and administrative services there in 2015.

In 2019, the staff, Board, and a library consultant determined the needs for renovations, upgrades, and/or expansion in each full-time branch. The towns and villages in Caddo Parish providing library facilities were offered capital improvement grants to improve, expand, renovate, or move their library branch. The consultant and staff then identified specific plans of action for each branch.

In 2023, the Downtown Branch had a fire, and the water from the sprinkler system affected all 4 floors and the basement. To restore this historic building may cost more than \$5,000,000. The Library has already received over \$2,500,000 from the insurance companies. The Library must

increase the Capital Budget for 2024 since much of this remediation will be done in 2024. Thus, the Library is budgeting \$5,696,000 in Capital Expenditures. The priority will be getting the Downtown Branch back in operation, and then refreshing the rest of the full-time branches. All part-time branches in the towns and villages have received capital improvement grants over the last three years. All but two of the part-time branches have completed their renovations.

Capital Debt Service: The capital debt service (Certificate Indebtedness, Series 2012) was paid off in 2022. The Downtown Branch and other branches have been able to handle these expensive repair expenditures from the insurance revenues and the current fund balance. Unless we run into some expensive renovation surprises, SML will not need another Certificate of Indebtedness.

Fund Balance Reserve: An important element of a sound, comprehensive budget is to evaluate the impact of projected revenues and expenditures on the fund balance reserve.

The beginning fund balance for 2024 is projected to be \$24,932,600. The fund balance is an important mechanism to keep from using interim financing for operating expenditures every year. The Library can meet any revenue shortfalls.

The fund balance beyond the operating reserve of \$17,000,000 is necessary for the proposed capital projects. Completion of all full-time branch renovations will deplete the CIP reserve of the fund balance over the next few years.

Conclusion

Shreve Memorial Library is financially sound and continues to practice wise fiscal management. The 2024 Budget reflects the Library's goal of being able to make certain that funds are available for current and future Library services to our citizens.

Thank you for your continued help to provide our citizens with the best library services that they want and deserve.

John A. Tuggle, Executive Director
SHREVE MEMORIAL LIBRARY

Shreve Memorial Library Detailed Budget Worksheet

Description	2022 Actual	2023 Final Budget	2023 YTD Actual 7/31/2023	2023 Estimated Remaining	2023 Total Estimated	2024 Proposed Budget	% Change From YTD Estimated
Shreve Memorial Library Fund							
Revenues							
Ad Valorem Taxes	\$17,242,033	\$16,377,900	\$93,943	\$16,704,757	\$16,798,700	\$17,237,600	2.61%
Intergovernmental Revenues	\$287,956						
State Revenue Sharing	\$354,182	\$340,000	\$0	\$348,000	\$348,000	\$340,000	-2.30%
City On-behalf Payment	\$0						
Fines and Fees	\$9,365	\$6,000	\$3,813	\$3,187	\$7,000	\$6,000	-14.29%
Use of Money and Property: Interest E	-\$388	\$10,000	\$47,948	-\$44,748	\$3,200	\$10,000	212.50%
Other Revenues	\$322,104	\$2,575,300	\$1,950,877	-\$1,648,877	\$302,000	\$280,000	-7.28%
Total Revenues - Shreve Memorial Lib	\$18,215,252	\$19,309,200	\$2,096,581	\$15,362,319	\$17,458,900	\$17,873,600	2.38%
Expenditures							
Culture and Recreation							
Salaries, Fringe Benefits, and Payroll T.	\$10,120,253	\$11,296,100	\$5,531,100	\$4,467,200	\$9,998,300	\$10,983,000	9.85%
Supplies	\$234,519	\$312,000	\$107,100	\$95,100	\$202,200	\$263,800	30.46%
Utilities	\$749,353	\$937,200	\$424,000	\$355,000	\$779,000	\$976,700	25.38%
Repairs and Maintenance	\$1,355,402	\$1,641,100	\$820,400	\$819,600	\$1,640,000	\$1,750,000	6.71%
Insurance	\$222,411	\$320,000	\$49,794	\$269,206	\$319,000	\$335,000	5.02%
Books and Library Materials	\$1,481,653	\$1,664,000	\$1,040,500	\$616,500	\$1,657,000	\$1,747,200	5.44%
Contract, General and Miscellaneous	\$1,092,200	\$1,228,400	\$710,700	\$368,700	\$1,079,400	\$1,322,900	22.56%
Total Culture and Recreation	\$15,255,791	\$17,398,800	\$8,683,594	\$6,991,306	\$15,674,900	\$17,378,600	10.87%
Capital Debt Service							
Total Debt Service	\$677,988	\$0	\$0	\$0	\$0	\$0	
Capital Outlay							
Office, Equipment, Computers, etc.	\$497,923	\$334,000	\$176,800	\$156,200	\$333,000	\$369,000	10.81%
Vehicles	\$0	\$99,000	\$0	\$0	\$0	\$120,000	
Building Renovations, Expansion, and U	\$254,191	\$7,874,600	\$1,806,900	\$873,100	\$2,680,000	\$5,696,000	112.54%
Total Capital Outlay	\$752,114	\$8,307,600	\$1,983,700	\$1,029,300	\$3,013,000	\$6,185,000	105.28%
Total Expenditures	\$16,685,893	\$25,706,400	\$10,667,294	\$8,020,606	\$18,687,900	\$23,563,600	26.09%
Excess (deficiency) of Revenues Over (Under) Expenditures	\$1,529,359	(\$6,397,200)	(\$8,570,713)		(\$1,229,000)	(\$5,690,000)	
Other Financing Sources (Uses)	\$0	\$0	\$0		\$0	\$0	
Fund Balance, Beginning	\$26,161,492	\$21,893,200	\$27,690,851		\$26,161,500	\$24,932,500	-4.70%
Fund Balance, Ending	\$27,690,851	\$15,496,000	\$19,120,138		\$24,932,500	\$19,242,500	-22.82%

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 AT THE NORTHEAST LOT OF SOUTH LAKESHORE DRIVE & PAGE LANDING ROAD, CADDO PARISH, LOUISIANA, FROM RA RURAL-AGRICULTURAL ZONING DISTRICT TO OS OPEN SPACE 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 at the northeast lot of south Lakeshore Drive & Page Landing Road, Caddo Parish, LA, more particularly described below, be and the same is hereby amended **from RA Rural-Agricultural Zoning District To OS Open Space Zoning District:**

3.772 ACS -LOT 1, Percy Johnson Subdivision, Section 32 T18N, R15W, Caddo Parish, Louisiana.

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

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

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

Approved as to legal form:

Parish Attorney

Date

23-15-P
The Johnson Hookup LLC.

**CADDO PARISH PLANNING AND ZONING COMMISSION
SUMMARY MINUTES OF THE PUBLIC HEARING OCTOBER 27, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, October 27, 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
Lauren Marchive, III
Phyllis Hart
Constance L. Green
Jake Brown

Staff Present

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

Members Absent

Damon Humphrey, Sr.

The hearing was opened with prayer by **MR. CLARKE**. The Pledge of Allegiance was led by **MS. NEUBERT**.

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.

New Agenda item was spoken in favor of by a citizen and added. No audio recorded.

A motion was made by MS. NEUBERT, seconded by MR. MARCHIVE, III, to approve a new agenda item under New Business.

The motion was adopted by the following 5-0 vote: Ayes: Messrs. BROWN, MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: Messrs. HUMPHREYS.

A motion was made by MR. MARCHIVE, III, seconded by MS. HART, to approve the minutes of the September 27, 2023 public hearing as submitted.

The motion was adopted by the following 5-0 vote: Ayes: Messrs. BROWN, MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: Messrs. HUMPHREYS.

PUBLIC HEARING

CASE NO. 23-15-P ZONING REQUEST

Applicant: The Johnson Hookup, LLC
Owner: The Johnson Hookup, LLC
Location: NE lot of S Lakeshore Dr & Page Landing Rd
Existing Zoning: R-A
Request: R-A to OS
Proposed Use: RV Park and Marina

draft

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 5-0 vote: Ayes: Messrs. BROWN, MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: Messrs. HUMPHREYS.

END OF PUBLIC HEARING

OLD BUSINESS

NEUBERT asked BROWN to give a rundown on the committee chair reports.

BROWN stated that the process of simplifying the zoning for the residents in the area is almost complete. The committee only has signs and cell towers to look at and then they will appeal to the Parish Commission for funding to amend the Master Plan. They would like a new map which will depict a more rural area with less zoning.

NEUBERT asked for Esq. BERNSTEIN'S input. No audio was recorded.

NEW BUSINESS

Discussed the new agenda item voted on earlier in the meeting. Establishing a nominating committee.

NEUBERT nominated Meses. HART Messrs. BROWN & HUMPHREY.

NEUBERT asked CLARKE to discuss the Amazon facility being developed. He stated that it was important news that each board needed to be made aware of.

OTHER MATTERS TO BE REVIEWED BY THE COMMISSION

CLARKE had BAILEY hand out new future proposed code text amendments coming before the PZC board.

BAILEY stated that in November three amendments will be presented: storage buildings in R-A rural agriculture zoning district, accessory dwelling unit revisions, overnight truck parking.

CHAIR/BOARD MEMBER'S COMMENTS

- **Public Comments**

Jessica Tullis 5474 Primitive, Shreveport, La. 71107

Tullis stated she is the co-founder of Caddo Alliance for Freedom, a bipartisan group that advocates for private property rights. She stated that a neighbor got a zoning violation, and it would not come before the Board, but they should be made aware as they amend the code. Tullis said that she knocked on adjacent neighbor's doors as well as people in the neighborhood and no one had an issue with what the neighbor who received the violation was doing. She stated that it is not abnormal to see work trucks in the yard as the neighborhood is home to blue-collar workers.

BROWN stated that if he was not running a business with the limousine then it should be okay for him to have it. He then asked if the big flatbed trucks were the issue to which CLARKE answered yes to the limousine and the trucks. Tullis stated that the limousine is still there which is only used for personal use, but only one of the flatbed trucks is still on the property.

BROWN asked if there was anything that could be done considering it is not a limousine service.

NEUBERT then asked for an explanation on what the rectification for this violation would be.

JORDAN stated that 8.9B of the UDC states "All other commercial vehicles including, but not limited to, semi-truck tractor units, with or without attached trailers, commercial trailers, buses, tow trucks, construction vehicles, livery vehicles that exceed standard passenger vehicle size, such as limousines, or other large commercial vehicles are not permitted to be stored or parked outside overnight on a lot in a residential district." He then said that the vehicle must be moved or hide it from being seen by the public right-of-way.

NEUBERT asked for input by Esq. BERSTEIN. Most of the audio was not recorded, he stated that all commercial vehicles must be stored somewhere else, but differentiating between personal and commercial use could be an important observation to consider.

CLARKE stated that according to the code if it is a commercial vehicle, whether it is used commercially or not makes it a violation.

NEUBERT stated that her interpretation of the code is that large vehicles should not be crowding the streets.

BROWN & NEUBERT stated that section of the code needs to be worked on.

CLARKE was advised by BERNSTEIN to instruct the inspectors to go back to the property and see what vehicles are currently

draft

on the property.

GREEN stated that without the limousine, the owner is still in violation.

Tullis stated that the decisions the Board makes affect the private property owners.

No further discussion ensued.

ADJOURN 4:09 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

OCTOBER 27,

2023

AGENDA ITEM NUMBER: 8

MPC Staff Member: Jomari Smith

Parish Commission District: 12/Ken Epperson

CASE NUMBER 23-15-P: ZONING REQUEST

APPLICANT: THE JOHNSON HOOKUP, LLC.
OWNER: THE JOHNSON HOOKUP, LLC.
LOCATION: NE lot of S Lakeshore Dr & Page Landing Rd
EXISTING ZONING: R-A and R-1-12
REQUEST: Rezoning to OS
PROPOSED USE: RV Park and Marina

DESCRIPTION: The applicant is requesting rezoning from R-A and R-1-12 to OS for an RV Park and Marina. The rezoning to OS will allow for an RV Park with a Special Use Permit. Since the property is within the Cross Lake Overlay district, a marina is allowed with a special use permit as well. Therefore, if this rezoning is approved, they will still be required to come back before the Caddo Parish Planning and Zoning Commission for a Special Use Permit and Site Plan approval before their development can be issued building permits or a Certificate of Occupancy.

This property directly abuts Cross Lake to the north; abuts Rural Agriculture zoning (R-A) property to the east; abuts R-A property to the south across S Lakeshore Drive; and abuts Single Family Residential (R-1-12) to the west.

NOTE** *This case was originally in front of the board and approved June 28th of this year, due to the recommendation not being forwarded to Parish Commission within the allotted time of 60 days. It must comeback in front of the PZC (Parish Zoning Commission) again for a second review and approval process.*

There is one previous case associated with this property: an MPC approval for a Planned Building Group of Mobile Homes (P-17-92). Nearby relevant cases include: approved rezoning from R-A to B-3 for a Marina and Campground.

Nearby neighborhoods include: Page Bayou.

REMARKS: As stated in Article 4.6.C of the Caddo Parish Unified Development Code (UDC), the OS Open Space Zoning District is intended to provide and protect open space and public recreational facilities, both outdoor and indoor, located within Caddo Parish. Larger regional open spaces/parks may include both active and passive recreation areas and certain ancillary commercial activities, such as cultural facilities, performance venues, and restaurants. The permitted uses in the OS district include: Agriculture, Bus Transfer Station, Campground, Cemetery, Community Center, Community Garden, Conservation Area, Country Club, Cultural Facility, Food Truck and Trailer Vendor, Golf Course/Driving Range, Parking Lot, Parking Structure, and a Public Park.

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

The permitted uses in the OS zoning district that could potentially be most disruptive to the neighboring properties are a campground, golf course/driving range, parking lot/structure, and the cultural facility.

It is worth noting that the Cross Lake Overlay (CLO) Zoning District (Article 4.6.E of the Caddo Parish UDC) applies to all properties that are within 200 feet of the high-water mark. The intention of the CLO is to accommodate the unique water-related development patterns of these areas. The exceptions granted by the CLO overlay are: permitting boathouses and piers, permitting marinas with a special use permit, and prohibiting borrow pits, car washes, gas stations, salvage yards, outdoor storage yards, truck repair facilities, truck stops, and vehicle repair establishments.

Previously, the site operated as a Marina and RV park, but the use was discontinued for some time. Therefore, the applicants are required to apply for this rezoning and future special use permit application. However, considering the fact that this property has operated as a Marina and RV Park, this approval would not intensify the use in the area. Currently existing on the site are: a house, a bait shop/store, a dock, slips for boats, a cabin, a picnic area, and a couple of trailers.

Considering the nearby land use in the area is primarily residential and along the Cross Lake waterfront, the OS zoning district would be a departure from the residential quality of the area. However, the OS zoning district is intended for lower density and intensity uses compared to other zoning districts. Therefore, if managed well, the rezoning would not necessarily be disruptive to the area. The Future Land Use Map designates this property to be residential low. Therefore, this proposed rezoning would not be directly in-line with the Future Land Use outlined by the Great Expectations Master Plan.

The applicant hosted a neighborhood participation meeting on June 12th from 5:03 pm until 7:00 pm. There were six people in attendance. The concerns brought up at the meeting were:

1. How many camp and trailer hook-ups would there be?
Response: At this time there is only space for 8.
2. Will there be campers extending to Lakeshore Drive?
Response: No
3. Will there be sale of liquor?
Response: No
4. What is OS zoning?
Response: OS zoning is open space zoning

STAFF

ASSESSMENT: Based on the information contained in the application, and analysis of the facts of record, MPC Staff concludes that approval is warranted.

Alternatively, the Parish Planning and Zoning Commission may approve an alternative rezoning. The only other zoning district that allows for an RV Park is the C-4 zoning district.

Alternatively, the Commission may recommend denial of the rezoning application.



CADDO PARISH PLANNING AND ZONING COMMISSION

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STAFF REPORT

PUBLIC ASSESSMENT: There was no support or opposition present.

PZC BOARD

RECOMMENDATION: The board voted unanimously to recommend approval of the application.

23-15-P

**CROSS
LAKE**

R-1-7

**R-1-12 & R-A
to OS**

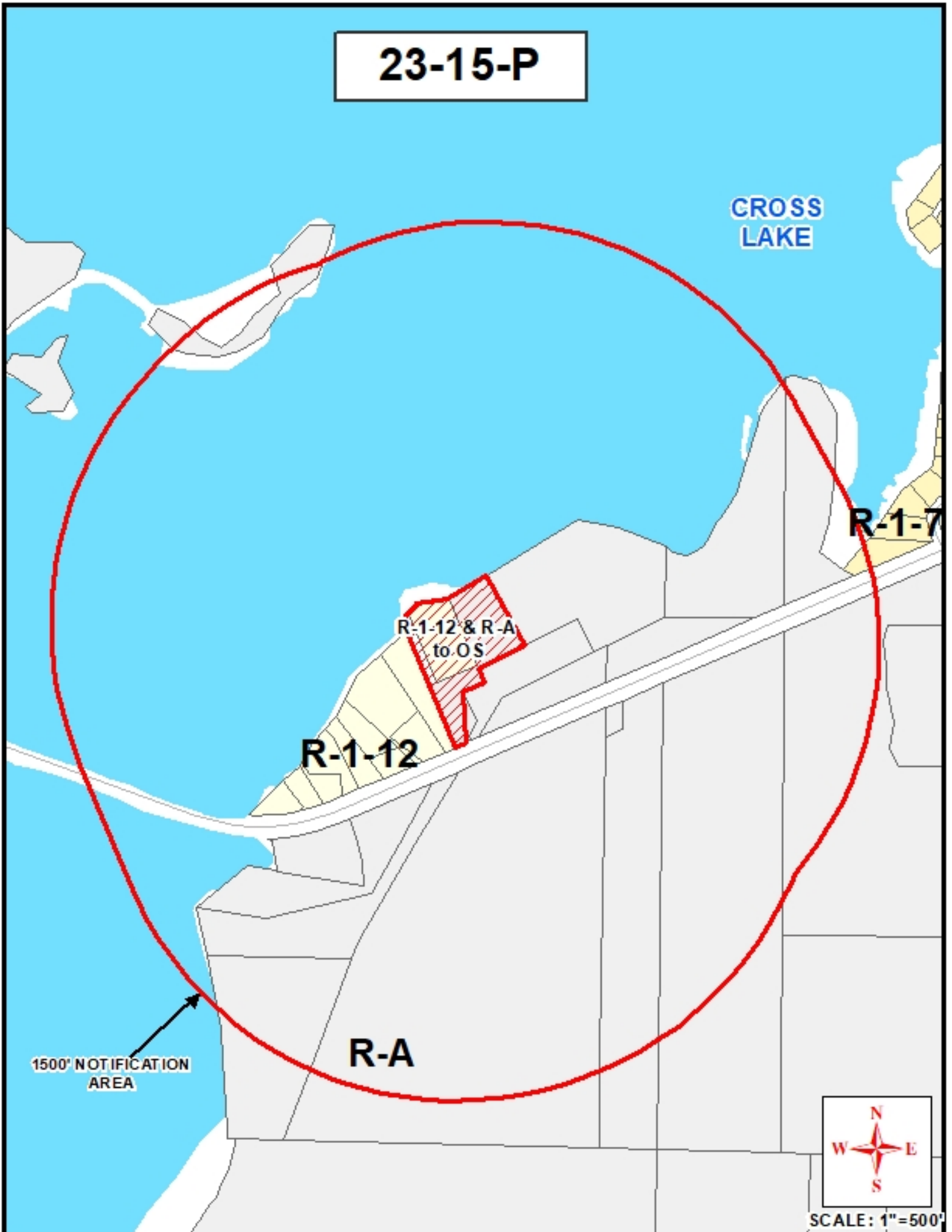
R-1-12

R-A

**1500' NOTIFICATION
AREA**



SCALE: 1" = 500'



23-15-P AREA REF MAP

CROSS
LAKE

R-1-12 & R-A
to OS

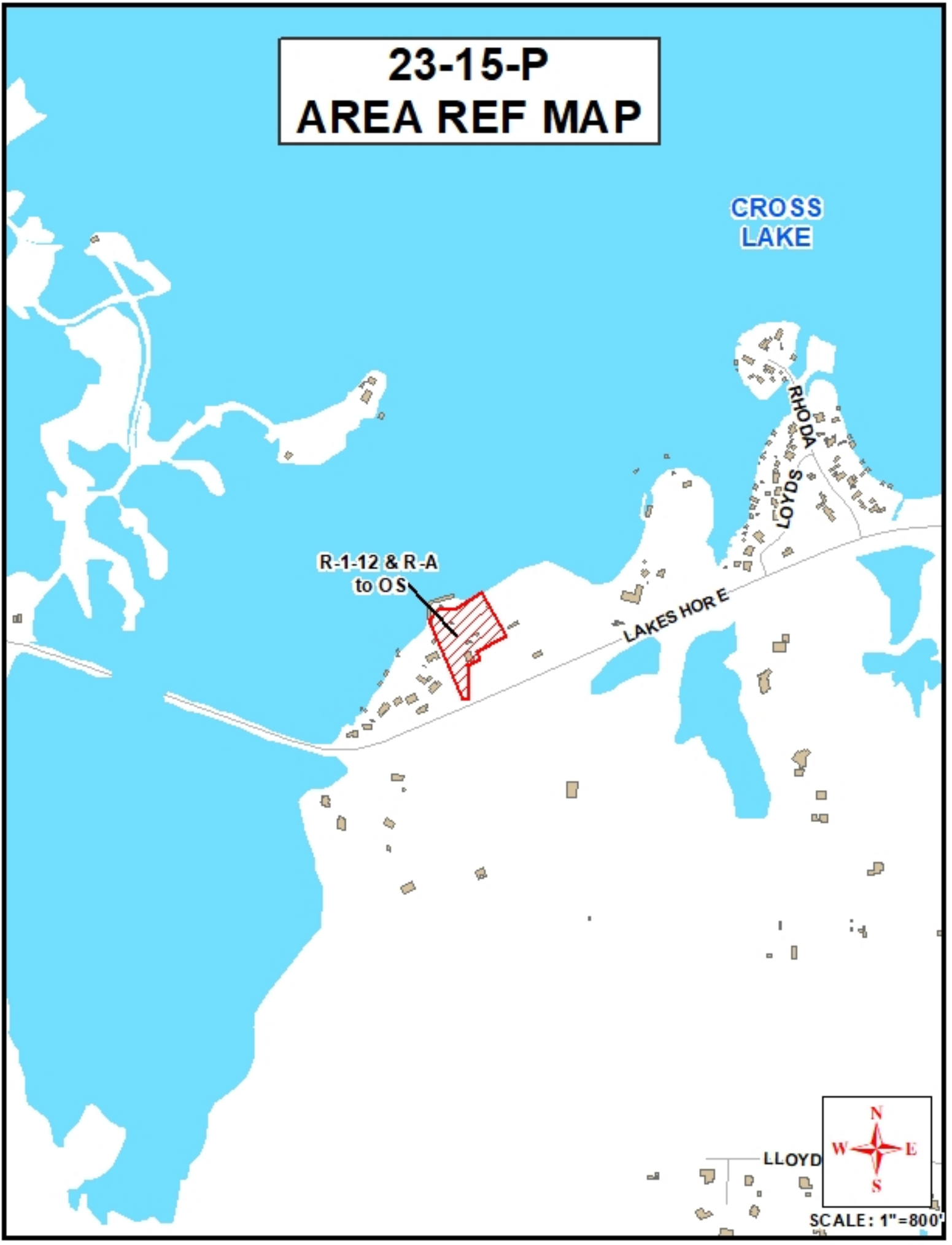
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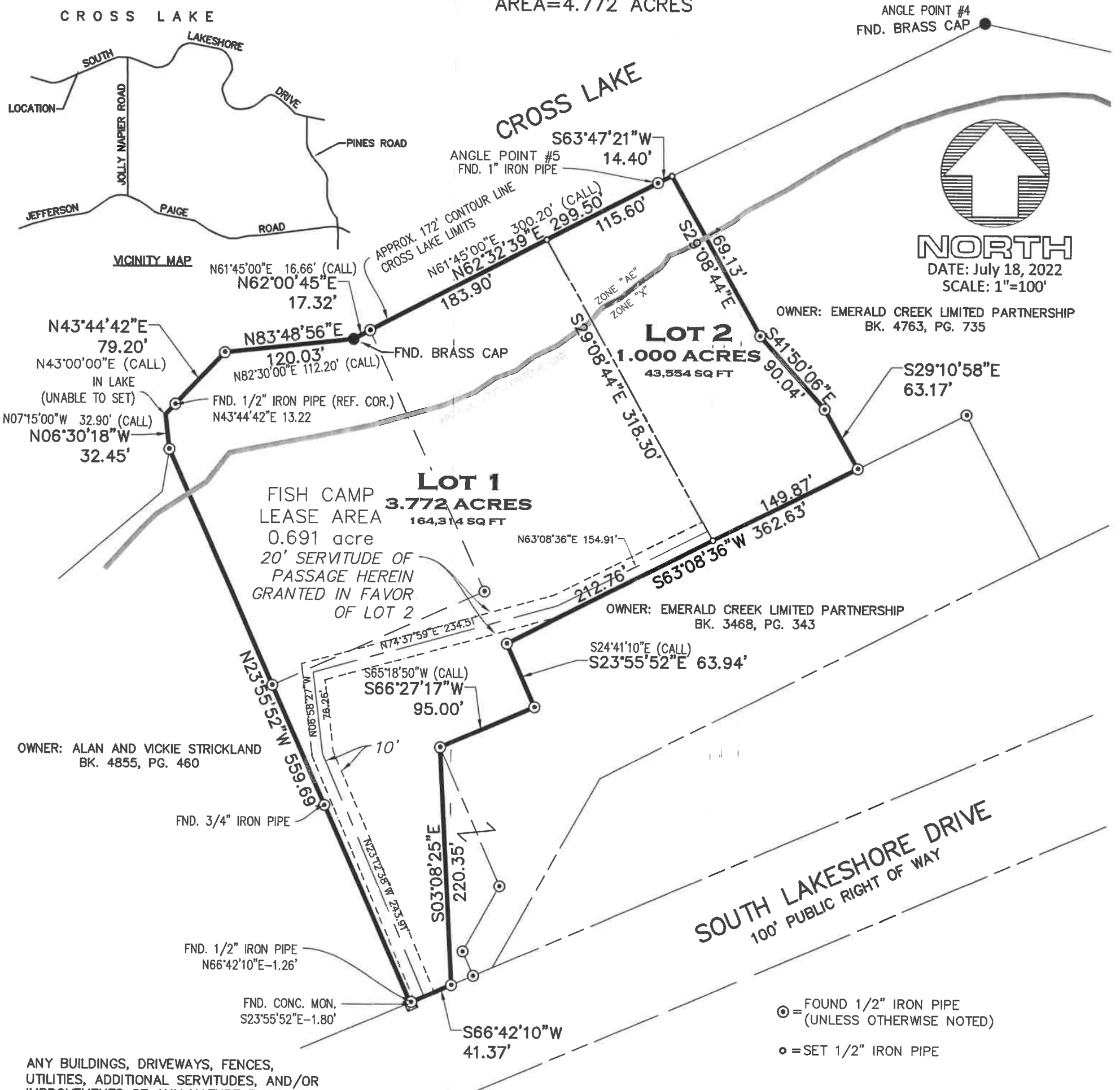
LLOYD

SCALE: 1"=800'



PERCY JOHNSON SUBDIVISION

BEING A SUBDIVISION LOCATED IN SECTION 32, TOWNSHIP 18 NORTH, RANGE 15 WEST, NW LAND DISTRICT, (LA. MERIDIAN), CADDO PARISH, LOUISIANA
 AREA=4.772 ACRES



⊙ = FOUND 1/2" IRON PIPE (UNLESS OTHERWISE NOTED)
 ○ = SET 1/2" IRON PIPE

APPROVED:

 Caddo Parish Date

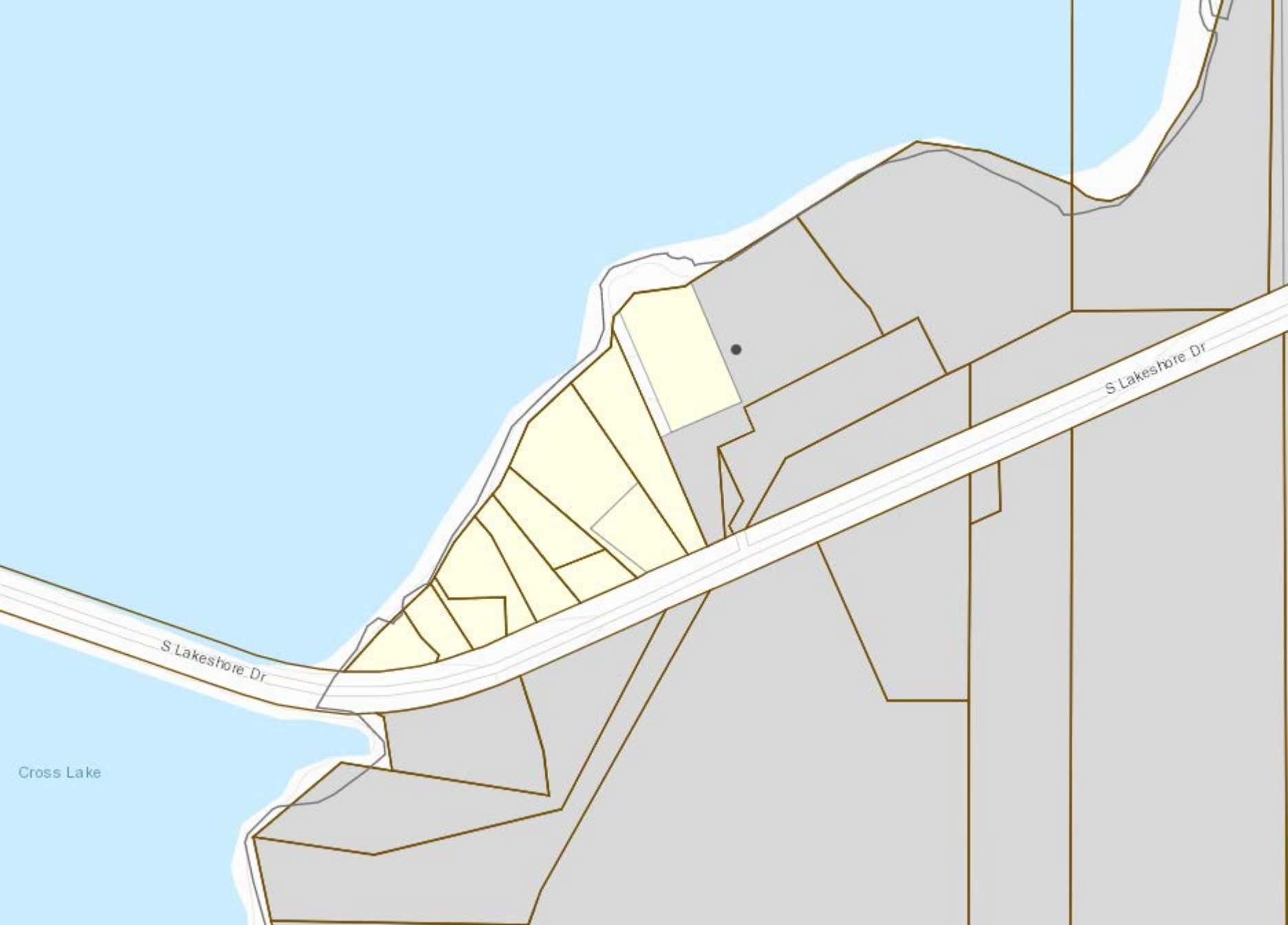
 Caddo Parish Planning/Zoning Date



Page Landing Rd

S Lakeshore Dr

S Lakeshore Dr



S Lakeshore Dr

S Lakeshore Dr

Cross Lake



06/20/23


PUBLIC HEARING NOTICE
AFFECTING THIS PROPERTY
FOR MORE INFO CALL: 318-673-6480
(from 8:00 a.m. to 5:00 p.m.)
VISIT: shreveportcaddompc.com/agendas
EMAIL: info@shreveportcaddompc.com
DO NOT REMOVE SIGN UNTIL AFTER THE HEARING



06/20/23



06/20/23

A map showing a central structure with a red hatched roof, surrounded by a red circular boundary. The map includes a grid of brown lines, a cyan boundary, and a pink shaded area. A text label '2000' NOTIFICATION AREA' is positioned to the left of the circle. Dotted lines connect the center of the circle to the corners of a rectangular area.

2000'
NOTIFICATION AREA

May 15, 2023

AT&N Martinez Land Company, LLC.
PO Box 1245
Zwolle LA 71486-1245

GEO: 171505000001900

Subject: Neighborhood Participation Meeting for Rezoning; R-1-12 & R-A to OS (Open Space)

Dear AT&N Martinez Land Company, LLC. -

Why are you receiving this letter?

An application has been submitted to the Metropolitan Planning Commission (MPC) Office requesting Rezoning from R-1-12 & R-A districts to an OS (Open Space) district. The MPC Office requires the applicant to hold a neighborhood meeting. This meeting will allow neighborhood residents and businesses the opportunity to learn more about the proposed project as well as ask questions regarding any perceived concerns. ***No official decisions will be made at the Neighborhood Meeting; there will be a Board meeting to officially rule on this case at a later date.***

The MPC Office has sent this letter to all property owners within 2,000' of the project. However, all neighborhood residents may not have received this letter. I encourage you to send this information to your neighbors to make sure that all neighborhood residents are aware of this proposed project.

Where and when is the NPP meeting?

The NPP meeting will take place: Monday, June 12, 2023 at 5pm
Venue: The Johnson Hook-Up at 8140 South Lakeshore in Shreveport.

On the reverse side of this letter, you'll find a copy of the Applicant's NPP Invitation Letter.

Should you have any questions, please don't hesitate to contact me, or a member of my staff at (318) 673-6480. Simply ask to speak with someone about this proposed project. Don't hesitate to forward this information to your neighbors to make sure that all area residents are aware of what is going on in your neighborhood. Let's get everyone involved!

Sincerely,



Alan Clarke
Executive Director



Office of the MPC

505 Travis Street | Suite 440 | Shreveport, LA | 71101
318-673-6480 | fax 318-673-6112

May 15, 2023

Dear Neighbor:

My company, The Johnson Hook Up LLC owns the land at 8140 S. Lakeshore Dr. We would like to rezone the property.

The site is a zoning classification of R-1-12 Residential Zoning District & Rural Agricultural. This site is 3.77 acres in size. We are requesting to rezone this property as Open Space (OS).

You are receiving this letter because you are a nearby neighbor or otherwise interested in the neighborhood. I am inviting you to this meeting where you will have the opportunity to learn more about what we are proposing. If you have any present questions or concerns, please come to voice them. Our application is currently scheduled to be heard by the Metropolitan Planning Commission.

The meeting will take place:

Monday, June 12th, 2023, at 5:00pm

The Johnson Hook Up 8140 S. Lakeshore

Shreveport, LA 71119

At the meeting there will be a sign-in sheet, 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 about and from the meeting, please feel free to contact me. If you have any additional questions or comments, here's how to reach me (313)- 719-9921. I hope you can attend the meeting on June 12th.

Percy Johnson

Percy L Johnson Jr

Email: percyjohnsonjr@gmail.com



Office of the MPC

505 Travis Street | Suite 440 | Shreveport, LA | 71101
318-673-6480 | fax 318-673-6112

May 15, 2023

Strickland, Alan And Vickie Strickland
8152 South Lakeshore Dr
Shreveport LA 71119

GEO: 181532000003000

Subject: Neighborhood Participation Meeting for Rezoning; R-1-12 & R-A to OS (Open Space)

Dear Strickland, Alan And Vickie Strickland -

Why are you receiving this letter?

An application has been submitted to the Metropolitan Planning Commission (MPC) Office requesting Rezoning from R-1-12 & R-A districts to an OS (Open Space) district. The MPC Office requires the applicant to hold a neighborhood meeting. This meeting will allow neighborhood residents and businesses the opportunity to learn more about the proposed project as well as ask questions regarding any perceived concerns. **No official decisions will be made at the Neighborhood Meeting; there will be a Board meeting to officially rule on this case at a later date.**

The MPC Office has sent this letter to all property owners within 2,000' of the project. However, all neighborhood residents may not have received this letter. I encourage you to send this information to your neighbors to make sure that all neighborhood residents are aware of this proposed project.

Where and when is the NPP meeting?

The NPP meeting will take place: Monday, June 12, 2023 at 5pm
Venue: The Johnson Hook-Up at 8140 South Lakeshore in Shreveport.

On the reverse side of this letter, you'll find a copy of the Applicant's NPP Invitation Letter.

Should you have any questions, please don't hesitate to contact me, or a member of my staff at (318) 673-6480. Simply ask to speak with someone about this proposed project. Don't hesitate to forward this information to your neighbors to make sure that all area residents are aware of what is going on in your neighborhood. Let's get everyone involved!

Sincerely,

Alan Clarke
Executive Director



Office of the MPC

505 Travis Street | Suite 440 | Shreveport, LA | 71101
318-673-6480 | fax 318-673-6112

May 15, 2023

Dear Neighbor:

My company, The Johnson Hook Up LLC owns the land at 8140 S. Lakeshore Dr. We would like to rezone the property.

The site is a zoning classification of R-1-12 Residential Zoning District & Rural Agricultural. This site is 3.77 acres in size. We are requesting to rezone this property as Open Space (OS).

You are receiving this letter because you are a nearby neighbor or otherwise interested in the neighborhood. I am inviting you to this meeting where you will have the opportunity to learn more about what we are proposing. If you have any present questions or concerns, please come to voice them. Our application is currently scheduled to be heard by the Metropolitan Planning Commission.

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The Johnson Hook Up 8140 S. Lakeshore

Shreveport, LA 71119

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Percy Johnson

Percy L Johnson Jr

Email: percyjohnsonjr@gmail.com

Neighborhood Participation Report/Minutes

Percy Johnson Subdivision –Case-23-15-P

Percy L Johnson

The meeting was held on June 12, 2023 at 8140 South Lakeshore Drive from 5:03-7:00PM. There were six people in attendance. The Land Use Application was filed on May 4, 2023.

Letters were sent to all adjacent land owners within a 1 mile radius. Some neighbors were reached verbally.

The representative explained that the zoning would change from a residential to an OS.

Concerns:

How many camp and trailer hook-ups would there be?

At this time there is only space for 8 .

Will there be campers extending to Lakeshore Drive?

No

Will there be sale of liquor?

No

What is OS zoning?

os zoning is open space zoning

Attendees:

Alan Strickland

Vicki Strickland

Dwayne Jiles

Jennifer Houghton

OWNER	STREET AD	CITY	STATE	ZIP	GEOGNO
AT&N Mart	PO Box 124	Zwolle	LA	71486-124	1.72E+14
Strickland,	8152 South	Shreveport	LA	71119	1.82E+14
Murphy, Je	7920 South	Shreveport	LA	71119-223	1.82E+14
Adcock, Wi	2702 Loyds	Shreveport	LA	71119-220	1.82E+14
Griffin, Mit	8080 South	Shreveport	LA	71119-223	1.82E+14
Emerald Cr	121 Duvall	Renton	WA	98059	1.82E+14
Williams, S	104 Waterl	LAfayette	LA	70503	1.82E+14
Murphy, Je	7920 Soutl	Shreveport	LA	71119	1.82E+14
Meller, Roy	8059 South	Shreveport	LA	71119	1.82E+14
Martin, Wi	8161 South	Shreveport	LA	71119	1.82E+14
Lloyd, Boyc	8170 South	Shreveport	LA	71119	1.82E+14
Giglio, Jose	7205 North	Shreveport	LA	71107	1.82E+14
Giglio-Ivy, I	PO Box 421	Shreveport	LA	71134	1.82E+14
Johnson Hc	1625 Fleet	Troy	MI	48098	1.82E+14
Corley, Ror	2732 Loyds	Shreveport	LA	71119-220	1.82E+14
Crescent Ci	575 Demer	Shreveport	LA	71115	1.82E+14
Nichols, Le	2870 Jolly I	Shreveport	LA	71119-221	1.82E+14
Emerald Cre	121 Duvall	Renton	WA	98059	1.82E+14
Honeycutt,	2579 Rhod	Shreveport	LA	71119-221	1.82E+14
Wallace, Jo	8177 S Lak	Shreveport	LA	71119-975	1.82E+14
Wallace, Jo	8177 S Lak	Shreveport	LA	71119-975	1.82E+14
Collins, Doi	2211 Land	Bossier City	LA	71111	1.72E+14
Parault, Ro	2696 Loyd	Shreveport	LA	71119-220	1.82E+14
Giglio, Jose	7205 N Lak	Shreveport	LA	71107-837	1.82E+14
Darden, Ric	8230 South	Shreveport	LA	71119-974	1.82E+14
Northey, Je	2686 Loyds	Shreveport	LA	71119	1.82E+14
Price, Davi	2738 Loyds	Shreveport	LA	71119	1.82E+14
Johnston, E	8450 S Lak	Shreveport	LA	71119-974	1.82E+14
Meller, Roy	8059 South	Shreveport	LA	71119	1.82E+14
Spivey, Dav	2710 Loyds	Shreveport	LA	71119-220	1.82E+14
Nichols, Le	PO Box 375	Shreveport	LA	71133-739	1.82E+14
Martin, Wi	8181 South	Shreveport	LA	71119	1.82E+14
Meller, Roy	8059 South	Shreveport	LA	71119	1.82E+14
Milam, Roy	PO Box 180	Shreveport	LA	71138-106	1.82E+14
Green, Leo	8020 South	Shreveport	LA	71119	1.82E+14
Purdy, Shel	2594 Rhod	Shreveport	LA	71119	1.82E+14
Darrell Mu	5734 Rock	Shreveport	LA	71119	1.82E+14
Chadsey, Jc	8162 South	Shreveport	LA	71119-970	1.82E+14
Bethley, Ra	428 Jacob I	Alexandria	LA	71303	1.82E+14
Mc Clure, J	2800 Jolly I	Shreveport	LA	71119-221	1.82E+14
Wallace, M	8175 South	Shreveport	LA	71119-975	1.82E+14
Smith, Will	2748 Loyds	Shreveport	LA	71119-220	1.82E+14
Shreveport	PO Box 311	Shreveport	LA	71130-110	1.82E+14
Hammers /	9508 Tech	Shreveport	LA	71119	1.82E+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:	Associated Case:	
Project Address/Location: 8140 S. Lakeshore Dr		
Current Zoning District: RA	Proposed Zoning District (if applicable): C4	Parcel Number(s):
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>		
4. GENERAL LOCATION OF PROPERTY		
<i>(street address and/or frontage, and distance to cross street)</i>		
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>		



Land Development

505 Travis Street | Suite 440 | Shreveport, LA | 71101
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UDC DEVELOPMENT APPLICATION

6. ZONING INFORMATION		7. BUILDING INFORMATION	
Current Zoning District(s): <i>RA</i>	Proposed Zoning District(s): <i>C4</i>	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:		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

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

UDC DEVELOPMENT APPLICATION

10. CONTACT INFORMATION	
IMPORTANT NOTE ABOUT PROJECT CONTACT	<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. All contact for this project will be made through the applicant listed below.</p> <p>NAME, ADDRESS, AND SIGNATURE OF ALL PROPERTY OWNERS: ALL property owners must sign. All property owners must sign unless one person has the power of attorney to sign for others and that power of attorney is submitted with the application. A managing partner in a corporation may sign and submit written authorization. <u>If in business name or corporation, list all persons owning 6% or more. Attach separate sheet if necessary.</u></p>
<p>APPLICANT CONTACT INFORMATION: Check if Primary Contact <input type="checkbox"/></p> <p>Name: <u>Perry: Janice Johnson</u> Company: <u>The Johnson Hook Up LLC</u></p> <p>E-mail: <u>branco.goldie@aol.com</u> Phone: <u>313 719 9921</u> ³¹³ <u>478 5209</u> Fax: _____</p> <p>Address: <u>1625 Fleetswood Dr</u> City: <u>Troy</u> State: <u>MI</u> Zip: <u>48068</u></p>	
<p>ARCHITECT CONTACT INFORMATION: Check if Primary Contact <input type="checkbox"/></p> <p>Name: _____ Company: _____</p> <p>E-mail: _____ Phone: _____ Fax: _____</p> <p>Address: _____ City: _____ State: _____ Zip: _____</p>	
<p>ENGINEER CONTACT INFORMATION: Check if Primary Contact <input type="checkbox"/></p> <p>Name: _____ Company: _____</p> <p>E-mail: _____ Phone: _____ Fax: _____</p> <p>Address: _____ City: _____ State: _____ Zip: _____</p>	
<p>CURRENT PROPERTY OWNER CONTACT INFORMATION: Check if Primary Contact <input type="checkbox"/></p> <p>Name: <u>Same as applicant</u> Company: _____</p> <p>E-mail: _____ Phone: _____ Fax: _____</p> <p>Address: _____ City: _____ State: _____ Zip: _____</p> <p>Designee Contact Name: _____ Email Address: _____ Phone Number: _____</p>	
<p>PROPERTY OWNER, CHECK ONE OF THE FOLLOWING:</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>ACKNOWLEDGEMENT:</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>Janice Johnson</u> Property Owner Signature</p>	<p><u>5/4/23</u> Date</p>
<p><u>Janice Johnson</u> Applicant Signature</p>	<p><u>5/4/23</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 Friday, October 27, 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. 23-15-P: 8140 South Lakeshore Drive. Application by The Johnson Hookup LLC. for approval to rezone property located on the (Northeast lot of S Lakeshore Dr & Page Landing Rd), from (R-A Rural-Agricultural Zoning District to OS Open Space Zoning District), being more particularly described as (3.772 ACS -LOT 1, Percy Johnson Subdivision, Section 32 T18N, R15W), Caddo Parish, Louisiana.

Alan Clarke, Executive Director
Metropolitan Planning Commission

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

TITLE	
Ordinance 6393 of 2023	
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 various code text amendments, with all their provisions included herein, and to otherwise provide with respect thereto.	
DATE: 10/31/2023	ORIGINATING DEPARTMENT:
The Shreveport Metropolitan Planning Commission of Caddo Parish (MPC)	
BACKGROUND INFORMATION	
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 changes relate to the requirements associated with accessory structures on waterfront lots and will amend <i>Article 7. – On-Site Development Standards</i> of the Caddo Parish UDC, with all provisions included therein.	
FINANCIAL IMPACT AND SOURCE OF FUNDING	
None	
EFFECT(S) OF PROPOSED ACTION	
These changes are consistent with the following provisions of the Shreveport- Caddo 2030 Great Expectations Master Plan:	
<ul style="list-style-type: none"> • Ensuring equitable health and safety outcomes for all; • Ensuring regulatory processes are responsive and efficient; • Making the UDC more customer friendly; and • Revising regulations for best practices and enforcement. 	
ALTERNATIVES/STAFF RECOMMENDATION	
See Exhibit "A" for summary of amendments See Exhibit "B" for amendment details See Exhibit "C" for PZC Staff Report_23-7-CTAP	
KEY STAFF CONTACT	
Adam Bailey, Community Planning and Design Manager, MPC	
COORDINATION	
Department Head	(Initial)
Parish Administrator/CEO	(Initial)

ORDINANCE NO. 6393 of 2023

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, RELATIVE TO ACCESSORY STRUCTURES, WITH ALL THEIR 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 various new provisions and procedures to Article 7. – On-Site Development Standards, and shall be amended as follows:

I. Article 7, Section 7.3 is amended to read as follows:

ARTICLE 7. – ON-SITE DEVELOPMENT STANDARDS

7.3 – ACCESSORY STRUCTURES AND USES

* * * * *

A. General Regulations for Accessory Structures

* * * * *

10. Accessory Structures on Waterfront Lots

a. An accessory structure on a waterfront lot may be located in the front yard.

b. The front yard of a waterfront lot is the yard that faces the shoreline. If more than one yard faces the shoreline, the rear yard is the one that provides access to a road and the front yard is determined accordingly.

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
SUMMARY MINUTES OF THE PUBLIC HEARING OCTOBER 27, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, October 27, 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
Lauren Marchive, III
Phyllis Hart
Constance L. Green
Jake Brown

Staff Present

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

Members Absent

Damon Humphrey, Sr.

The hearing was opened with prayer by **MR. CLARKE**. The Pledge of Allegiance was led by **MS. NEUBERT**.

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.

New Agenda item was spoken in favor of by a citizen and added. No audio recorded.

A motion was made by MS. NEUBERT, seconded by MR. MARCHIVE, III, to approve a new agenda item under New Business.

The motion was adopted by the following 5-0 vote: Ayes: Messrs. BROWN, MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: Messrs. HUMPHREYS.

A motion was made by MR. MARCHIVE, III, seconded by MS. HART, to approve the minutes of the September 27, 2023 public hearing as submitted.

The motion was adopted by the following 5-0 vote: Ayes: Messrs. BROWN, MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: Messrs. HUMPHREYS.

PUBLIC HEARING

CASE NO. 23-7-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. MARCHIVE, III seconded by MS. HART to recommend this application for approval.

The motion was adopted by the following 5-0 vote: Ayes: Messrs. BROWN, MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: Messrs. HUMPHREYS.

END OF PUBLIC HEARING

OLD BUSINESS

NEUBERT asked BROWN to give a rundown on the committee chair reports.
BROWN stated that the process of simplifying the zoning for the residents in the area is almost complete. The committee only has signs and cell towers to look at and then they will appeal to the Parish Commission for funding to amend the Master Plan. They would like a new map which will depict a more rural area with less zoning.
NEUBERT asked for Esq. BERNSTEINS input. No audio was recorded.

NEW BUSINESS

Discussed the new agenda item voted on earlier in the meeting. Establishing a nominating committee.
NEUBERT nominated Meses. HART Messrs. BROWN & HUMPHREY.
NEUBERT asked CLARKE to discuss the Amazon facility being developed. He stated that it was important news that each board needed to be made aware of.

OTHER MATTERS TO BE REVIEWED BY THE COMMISSION

CLARKE had BAILEY hand out new future proposed code text amendments coming before the PZC board.
BAILEY stated that in November three amendments will be presented: storage buildings in R-A rural agriculture zoning district, accessory dwelling unit revisions, overnight truck parking.

CHAIR/BOARD MEMBER'S COMMENTS

- **Public Comments**

Jessica Tullis 5474 Primitive, Shreveport, La, 71107

Tullis stated she is the co-founder of Caddo Alliance for Freedom, a bipartisan group that advocates for private property rights. She stated that a neighbor got a zoning violation, and it would not come before the Board, but they should be made aware as they amend the code. Tullis said that she knocked on adjacent neighbor's doors as well as people in the neighborhood and no one had an issue with what the neighbor who received the violation was doing. She stated that it is not abnormal to see work trucks in the yard as the neighborhood is home to blue-collar workers.
BROWN stated that if he was not running a business with the limousine then it should be okay for him to have it. He then asked if the big flatbed trucks were the issue to which CLARKE answered yes to the limousine and the trucks. Tullis stated that the limousine is still there which is only used for personal use, but only one of the flatbed trucks is still on the property.
BROWN asked if there was anything that could be done considering it is not a limousine service.
NEUBERT then asked for an explanation on what the rectification for this violation would be.
JORDAN stated that 8.9B of the UDC states "All other commercial vehicles including, but not limited to, semi-truck tractor units, with or without attached trailers, commercial trailers, buses, tow trucks, construction vehicles, livery vehicles that exceed standard passenger vehicle size, such as limousines, or other large commercial vehicles are not permitted to be stored or parked outside overnight on a lot in a residential district." He then said that the vehicle must be moved or add hide it from being

draft

seen by the public right-of-way.

NEUBERT asked for input by Esq. BERSTEIN. Most of the audio was not recorded, he stated that all commercial vehicles must be stored somewhere else, but differentiating between personal and commercial use could be an important observation to consider.

CLARKE stated that according to the code if it is a commercial vehicle, whether it is used commercially or not makes it a violation.

NEUBERT stated that her interpretation of the code is that large vehicles should not be crowding the streets.

BROWN & NEUBERT stated that section of the code needs to be worked on.

CLARKE was advised by BERNSTEIN to instruct the inspectors to go back to the property and see what vehicles are currently on the property.

GREEN stated that without the limousine, the owner is still in violation.

Tullis stated that the decisions the Board makes affect the private property owners.

No further discussion ensued.

ADJOURN 4:09 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

23-7-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 subsection "General Regulations for Accessory Structures" by adding the new provision "10" to ARTICLE 7. ON-SITE DEVELOPMENT STANDARDS, SECTION 7.3 ACCESSORY STRUCTURES AND USES, Subsection 7.3.A in the Caddo Parish UDC.

7.3 ACCESSORY STRUCTURES AND USES

All accessory structures and uses are subject to the requirements of this section and the permitted encroachment requirements of Section 7.4. Additional accessory structures not regulated in this section may be regulated in Section 7.4.

A. General Regulations for Accessory Structures

All accessory structures are subject to the following regulations, in addition to any other specific regulations within this section.

* * * * *

10. Accessory Structures on Waterfront Lots

- a. An accessory structure on a waterfront lot may be located in the front yard.
- b. The front yard of a waterfront lot is the yard that faces the shoreline. If more than one yard faces the shoreline, the rear yard is the one that provides access to a road and the front yard is determined accordingly.



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

OCTOBER 27, 2023

AGENDA ITEM NUMBER: 10

MPC Staff Member: Adam Bailey

Parish Commission District: All Districts

CASE NUMBER: 23-7-CTAP: Caddo Parish Code-Text Amendments
APPLICANT: CADDO PARISH PLANNING AND ZONING COMMISSION
REQUEST: Code Text (Ordinance) Amendments to the Caddo Parish UDC

DESCRIPTION: Proposed amendments to the Caddo Parish Unified Development Code (UDC) related to changes to the requirements associated with accessory structures on waterfront lots and will amend the *Article 7. – On-Site Development Standards* of the Caddo Parish UDC, with all provisions included therein.

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 October 25, 2023, Planning and Zoning Commission (PZC) public hearing, a legal ad was published in the official Caddo Parish journal, *The Caddo Citizen*, on October 5, 2023; October 12, 2023; and October 19, 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.

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 redlines and strikeouts.**

Amendment 1. Add new provision for accessory structures on waterfront lots in ***Article 7. – On-Site Development Standards.***



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STAFF REPORT

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

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 Caddo Commission, Article 7 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.
-

PUBLIC ASSESSMENT: No support or opposition was present.

**PZC BOARD
RECOMMENDATION:**

The Board voted 5-0 to recommend this application for approval.



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CADDO PARISH UDC CODE TEXT AMENDMENT SUMMARY: 23-7-CTAP

— Clean-Ups —

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 #23-7-CTAP recommends one (1) text amendments that is intended to be more user-friendly:

- REQUEST:** To revise Article 7 of the Caddo Parish UDC, addressing accessory structures on waterfront lots.
- FINDINGS:** Staff certifies that the proposed UDC amendments are consistent with the master plan.
- CASE HISTORY:** Proposed revisions were created after similar language was added to the CLO Zoning District.
- MASTER PLAN CONSISTENCY:** These changes are consistent with the following provisions of 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;
 - Revising regulations for best practices and enforcement.
- STAFF ANALYSIS:** This proposed amendment makes it easier for residents to build accessory structures on waterfront lots within any zoning district in the UDC.
- RECOMMENDATION:** MPC Staff concludes that the recommendation to APPROVE this code text amendment is warranted.

CC3825

NOTICE TO THE PUBLIC

Notice is hereby given that the Caddo Parish Planning and Zoning Board will hold a public hearing on Friday, October 27, 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. 23-7-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 7. – On-Site Development Standards*, relative to accessory dwelling units, 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 NORTH SIDE OF OLD MOORINGSPOUR ROAD., APPROXIMATELY. 930 FT WEST OF HIGHWAY 71., 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 North Side of Old Mooringsport Road., approximately. 930 ft West of Highway 71., Caddo Parish, LA, more particularly described below, be and the same is hereby amended **R-A Rural Agricultural Zoning District to R-A PUD Rural Agricultural Planned Unit Development Zoning District:**

Commence at a found concrete monument marking the Accepted Northwest corner of said Section 33 and measure South 00 degrees 51 minutes 08 seconds West, along the West line of said Section 33, for a distance of 2624.29 feet to a found 3/4 inch iron rod marking the Accepted West Quarter Corner of said Section 33 for the Point of Beginning and the Northwest corner of the tract herein described;

From the Point of Beginning leave the West line of said Section 33 and measure South 89 degrees 56 minutes 44 seconds East, along the North line of the Southwest Quarter of said Section 33, for a distance of 1333.67 feet to a set 1/2 inch iron rod capped "WOOD" "LA 4716" marking the Accepted Northeast corner of the Northwest Quarter of the Southwest Quarter of said Section 33 and the Northeast corner of this tract; thence leave the said North line and measure South 00 degrees 28 minutes 50 seconds West, along the East line of the Northwest Quarter of the Southwest Quarter of said Section 33, passing a found 1/2 inch iron pipe at a distance of 1315.86 feet and continuing for a total distance of 1377.91 feet to a set 1/2 inch iron rod capped "WOOD" "LA 4716" located on the Northerly monumented right of way line of LA Highway 538 (Old Mooringsport Road) marking the Southeast corner of this tract; thence measure North 39 degrees 32 minutes 07 seconds West, along the said Northerly right of way line, for a distance of 367.38 feet to a set 1/2 inch iron rod capped "WOOD" "LA 4716"; thence continue along the said right of way line and measure along a tangent curve to left having a radius of 1125.00 feet and a chord which bears North 48 degrees 41 minutes 57 seconds West with a length of 358.33 feet, for an arc distance of 359.87 feet to a set 1/2 inch iron rod capped "WOOD" "LA 4716"; thence continue along the said right of way line and measure North 57 degrees 51 minutes 47 seconds West for a distance of 274.99 feet to a set 1/2 inch iron rod capped "WOOD" "LA 4716"; thence continue along the said right of way line and measure along a tangent curve to the left having a radius of 1735.00 feet and a chord which bears North 65 degrees 20 minutes 54 seconds West with a length of 452.04 feet, for an arc distance of 453.32 feet to a set 1/2 inch iron rod capped "WOOD" "LA 4716"; thence continue along the said right of way line and measure North 72 degrees 50 minutes 01 seconds West for a distance of 190.19 feet to a set 1/2 inch iron rod capped "WOOD" "LA 4716" located on the West line of said Section 33 marking the Southwest corner of this tract; thence leave the Northerly right of way line of said LA Highway 538 (Old Mooringsport Road) and measure North 00 degrees 46 minutes 40 seconds East, along the said West line, for a distance of 468.37 feet to the Point of Beginning.

Said tract contains 24.742 acres, more or less, and is all in accordance with survey work performed under the direction of Don R. Wood, II for Polaris Services, L.L.C. Bearings and horizontal distances are grid based on the Louisiana State Plane Coordinate System, North Zone, NAD 1983, as determined from GPS observations. Section 33, T19N, R14W, 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 in the R-A base zoning district:

- Amusement Facility Indoor
- Amusement Facility Outdoor
- Medical Office
- Food Truck Park

Ordinance relief:

- All minimum parking requirements
- Irrigation
- Interior parking lot landscaping for phase 1 and 2 of the parking lot

Amenities:

- Community picnic area and walking track
- Membership discounts for veterans
- Preservation of existing mature trees
- Enhanced landscape buffer
- Adaptive reuse of existing buildings

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

23-31-P
North Port Properties, LLC

**CADDO PARISH PLANNING AND ZONING COMMISSION
SUMMARY MINUTES OF THE PUBLIC HEARING OCTOBER 27, 2023**

A regularly scheduled public hearing of the Caddo Parish Planning And Zoning Commission was held on Wednesday, October 27, 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
Lauren Marchive, III
Phyllis Hart
Constance L. Green
Jake Brown

Staff Present

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

Members Absent

Damon Humphrey, Sr.

The hearing was opened with prayer by **MR. CLARKE**. The Pledge of Allegiance was led by **MS. NEUBERT**.

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.

New Agenda item was spoken in favor of by a citizen and added. No audio recorded.

A motion was made by MS. NEUBERT, seconded by MR. MARCHIVE, III, to approve a new agenda item under New Business.

The motion was adopted by the following 5-0 vote: Ayes: Messrs. BROWN, MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: Messrs. HUMPHREYS.

A motion was made by MR. MARCHIVE, III, seconded by MS. HART, to approve the minutes of the September 27, 2023 public hearing as submitted.

The motion was adopted by the following 5-0 vote: Ayes: Messrs. BROWN, MARCHIVE and Meses. GREEN, HART & NEUBERT Nays: NONE. Absent: Messrs. HUMPHREYS.

PUBLIC HEARING

CASE NO. 23-31-P PLANNED UNIT DEVELOPMENT & SITE PLAN

Applicant: NORTH PORT PROPERTIES, LLC
Owner: NORTH PORT PROPERTIES, LLC
Location: 4800 OLD MOORINGSPOUR RD
Existing Zoning: R-A
Request: R-A to R-A PUD
Proposed Use: Amusement Facility - Outdoor

draft

Chairman NEUBERT recused herself from voting as her company has done work on this property for the applicant and allowed MARCHIVE to temporarily act as Chair.

Representative &/or support:

Jessica Tullis 5474 Primitive, Shreveport, La, 71107

Tullis stated that the sports complex will be great for the community.

Phil Hays 110 Autumn Creek, Bossier City, La, 71111

Hays spoke on behalf of the applicant and is the co-founder of the sports organization. He stated that the club will provide space for a volleyball and pickleball club that they will provide space for in their gymnasiums. Over the next 3-5 years Hays stated they would like to renovate the entire property and make a place where teams can have games and practices at the complex. He stated that the existing school classrooms on the property will be used unless the buildings are in too much disrepair. Hays said that it will provide a use for everyone in the community and limit commuting to Dallas for sports playing.

BROWN asked Hays if they were aware of the stipulations associated with the application: replat and create a legal lot of record, revise parking lot and landscape islands, submittal of lighting plan, development in accordance with approved site plan. Hays stated that there was no problem with the stipulations and the applicant will be reworking the parking lot as revenue starts coming into the complex.

Opposition: None.

A motion was made by MR. BROWN seconded by MS. HART to recommend this application for approval with stipulations.

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

END OF PUBLIC HEARING

OLD BUSINESS

NEUBERT asked BROWN to give a rundown on the committee chair reports.

BROWN stated that the process of simplifying the zoning for the residents in the area is almost complete. The committee only has signs and cell towers to look at and then they will appeal to the Parish Commission for funding to amend the Master Plan. They would like a new map which will depict a more rural area with less zoning.

NEUBERT asked for Esq. BERNSTEINS input. No audio was recorded.

NEW BUSINESS

Discussed the new agenda item voted on earlier in the meeting. Establishing a nominating committee.

NEUBERT nominated Meses. HART Messrs. BROWN & HUMPHREY.

NEUBERT asked CLARKE to discuss the Amazon facility being developed. He stated that it was important news that each board needed to be made aware of.

OTHER MATTERS TO BE REVIEWED BY THE COMMISSION

CLARKE had BAILEY hand out new future proposed code text amendments coming before the PZC board.

BAILEY stated that in November three amendments will be presented: storage buildings in R-A rural agriculture zoning district, accessory dwelling unit revisions, overnight truck parking.

CHAIR/BOARD MEMBER'S COMMENTS

- **Public Comments**

Jessica Tullis 5474 Primitive, Shreveport, La, 71107

Tullis stated she is the co-founder of Caddo Alliance for Freedom, a bipartisan group that advocates for private property rights.

draft

She stated that a neighbor got a zoning violation, and it would not come before the Board, but they should be made aware as they amend the code. Tullis said that she knocked on adjacent neighbor's doors as well as people in the neighborhood and no one had an issue with what the neighbor who received the violation was doing. She stated that it is not abnormal to see work trucks in the yard as the neighborhood is home to blue-collar workers.

BROWN stated that if he was not running a business with the limousine then it should be okay for him to have it. He then asked if the big flatbed trucks were the issue to which CLARKE answered yes to the limousine and the trucks. Tullis stated that the limousine is still there which is only used for personal use, but only one of the flatbed trucks is still on the property.

BROWN asked if there was anything that could be done considering it is not a limousine service.

NEUBERT then asked for an explanation on what the rectification for this violation would be.

JORDAN stated that 8.9B of the UDC states "All other commercial vehicles including, but not limited to, semi-truck tractor units, with or without attached trailers, commercial trailers, buses, tow trucks, construction vehicles, livery vehicles that exceed standard passenger vehicle size, such as limousines, or other large commercial vehicles are not permitted to be stored or parked outside overnight on a lot in a residential district." He then said that the vehicle must be moved or hide it from being seen by the public right-of-way.

NEUBERT asked for input by Esq. BERSTEIN. Most of the audio was not recorded, he stated that all commercial vehicles must be stored somewhere else, but differentiating between personal and commercial use could be an important observation to consider.

CLARKE stated that according to the code if it is a commercial vehicle, whether it is used commercially or not makes it a violation.

NEUBERT stated that her interpretation of the code is that large vehicles should not be crowding the streets.

BROWN & NEUBERT stated that section of the code needs to be worked on.

CLARKE was advised by BERNSTEIN to instruct the inspectors to go back to the property and see what vehicles are currently on the property.

GREEN stated that without the limousine, the owner is still in violation.

Tullis stated that the decisions the Board makes affect the private property owners.

No further discussion ensued.

ADJOURN 4:09 p.m.

Laura Neubert, Chair

Phyllis Hart, Secretary



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STAFF REPORT

OCTOBER 27, 2023

AGENDA ITEM NUMBER: 7

MPC Staff Member: Emily Trant

Parish Commission District: 2/Lyndon B. Johnson

CASE NUMBER 23-31-P: PLANNED UNIT DEVELOPMENT (PUD) & SITE PLAN

APPLICANT: NORTH PORT PROPERTIES, LLC

OWNER: North Port Properties, LLC

LOCATION: 4800 OLD MOORINGSPOUR RD (north side of Old Mooringsport Rd., approx. 930 ft west of Hwy 71)

EXISTING ZONING: R-A

REQUEST: R-A to R-A (PUD)

PROPOSED USE: Indoor and Outdoor Sports Facility

DESCRIPTION: The applicant is proposing to rezone a 24.74 acres tract of land from R-A, Rural Agriculture zoning to district to R-A, PUD, Rural Agriculture Planned Unit Development for the purpose of an indoor and outdoor sports facility, with other ancillary uses. The subject property is surrounded by the R-A district to the north and east. The properties to the south and west are zoned R-1-7, Single-Family Residential.

Prior cases include approval of a school in the R-A District (P-15-12) and approval of a wireless communications tower (BAP-6-02).

Nearby neighborhoods include: Dixie Highway, North Highland, and Wilton Place.

REMARKS: The existing structures on site were previously occupied by the Trinity Heights Christian Academy but has been vacant since they relocated nearly 10 years ago. The applicant saw the vacant buildings and abandoned sports fields as an opportunity to operate a sports complex that would benefit this area of Caddo Parish. The existing facility that was previously used as an indoor gym will be utilized for indoor sports such as pickle ball. There will be an outdoor soccer and baseball field. There are no uses planned for the smaller buildings that were once classrooms and will likely be demolished in the future. A medical office will be onsite for incidental sports injuries. Additionally, the applicant would like the site available for food trucks. The primary uses of indoor and outdoor sports are classified as Amusement Facility Indoor/Outdoor in the Unified Development Code. Although Amusement Facility Indoor is permitted by right in the C-1, Neighborhood Commercial District, the Outdoor Amusement would need a base zoning district of C-4 Heavy Commercial. Understanding the incompatibility to the surrounding residential zoning, the applicant chose to pursue the Planned Unit Development in order to maintain a residential base zoning district.

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 flexibility for projects that have complex uses or introduce potential impacts and offers the opportunity to claim benefits for the site



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STAFF REPORT

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

MASTER PLAN

CONSIDERATIONS:

The 2030 Great Expectations Master Plan Future Land Use Map shows this area as remaining as Residential Low which encourages single family houses, schools, and churches. Given the land use trends in the vicinity, this property is still feasible to develop residentially. Although not within a revitalization area as identified in the Master Plan, the site has been vacant and blighted for years. Redevelopment of a blight property directly aligns with the goals of the Master Plan. It should be noted that the property is located in areas of the Parish where there is development interest, as noted in the Master Plan.

REQUESTED USES & ORDINANCE

RELIEF:

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

- Amusement Facility Indoor
- Amusement Facility Outdoor
- Medical Office
- Food Truck Park

Ordinance relief:

- Minimum parking requirements
 - Irrigation
 - Interior parking lot landscaping
-

PROPOSED SITE

AMENITIES:

To establish amenities that would be meaningful to the neighbors who are impacted by this development, the applicant hosted a neighborhood participation meeting on August 11th at 5:30 PM. The meeting was attended by 15 people that reside or own property within 1,500 ft of the site. The applicant indicated that attendees were generally supportive of the project but did raise concerns that can be mitigated through site design. For instance, previous occupants of the site produced noise that could be heard by residents that live blocks away. The applicant indicated that soccer games would not need to make use of the loudspeakers that caused this issue. Other concerns were related to the ownership, security, and public accessibility. Security cameras will be installed and a relationship with the Caddo Sherriff's Department will be established to make rounds of the property. A walking track and picnic area will be open during business hours and available to the public at no charge.

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

- Community picnic area and walking track
 - Membership discounts for veterans
 - Preservation of existing mature trees
 - Enhanced landscape buffer
 - Adaptive reuse of existing buildings
-



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PRELIMINARY SITE PLAN CONSIDERATION:

The plan submitted with this application shows the planned layout, with the proposed public amenities. The existing buildings will accommodate indoor sports related activities, medical offices, and the office for the support. An existing football field will be made into a soccer field and the baseball field will be restored. There is an existing asphalt parking lot that will be repaved and striped in two phases. A third phase will introduce an entirely new parking area on the east side of the site. Once fully developed, the parking space total will include 265 vehicle parking spaces. Article 8 parking calculations would require the site to have 216 parking spaces. Emphasis will be focused on the indoor sports facility and the use of the athletic fields will be used for practice only until a larger customer base is formed. With that said, the applicant would like to defer repaving the entire parking area until funds are available to continue phase 2 and 3 of the parking areas. Thus, ordinance relief is requested to the minimum parking requirements. Landscape islands are required at the end of parking rows and in-betweens 10 or more spaces. As shown, landscape islands are not shown at the end of the parking rows. The applicant is requesting relief in this regard as well to allow for ample parking for future needs. Landscape areas outside of required plantings must be planted with live groundcover, perennials, or grass. Any permeable surface not occupied by trees, shrubs, planting beds, signs, or other permitted fixtures must be planted with grass or other living groundcover. This means that the areas in the parking lot that are not used for vehicle parking will need to meet the aforementioned requirements.

The existing site plan depicts a 10ft wide landscape buffer; in order to meet PUD requirements, a 30ft wide landscape buffer must be shown on the site plan, free of any structures within it. With that said, the existing metal bleachers on the west side of the soccer field must be relocated, as it would encroach into the 30ft buffer. A 6-8' solid fence or wall is required between non-residential and residential uses. The applicant is proposing such, but relief to this requirement on the rear yard is warranted. There is a dense tree line between the subject site and the property to the north. The fence shall be installed on the rear lot line when the abutting property is developed for residential purposes.

Landscaping requirements for commercial development include 1 shade tree for 30 linear feet along the buffer yard and shrubs every three feet. Along the public right of way, 1 shade tree is required for 500 sq ft of planting area. There are existing mature trees that will be preserved along the perimeter of the site and will count towards the required landscaping. New trees will be planted along walkways from the parking lot to the indoor sports buildings and offices. Irrigation is required; however, the applicant proposes to use manual water systems that will also be used to water the outdoor sports fields, instead of an automatic irrigation system.

STAFF ASSESSMENT:

Based on the information contained in the application, and analysis of the facts of record, MPC Staff concludes that rezoning the site from R-A to R-A (PUD) is warranted with the following stipulations:



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STAFF REPORT

1. Re-plat to create a legal lot of record will be required prior to obtaining building permits.
2. Revise the parking lot to incorporate landscape islands at the west end of parking rows and in front of the parking spaces located at the entrance to the parking lot.
3. Submittal of a lighting plan if new lighting is proposed.
4. The development shall be in substantial accord with the approved site plan.

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

1. Approve the R-A (PUD) as submitted with additional stipulations:
2. Deny the requested R-A (PUD) designation.

PUBLIC ASSESSMENT: 2 spoke in support. No opposition was present.

PZC BOARD

RECOMMENDATION: Board voted 4-0 to recommend this application for approval.

23-31-P

R-1-7

1,500' NOTIFICATION AREA

R-A

R-A to R-A(PUD)

R-A

R-A

R-1-7

C-2

C-1

C-2

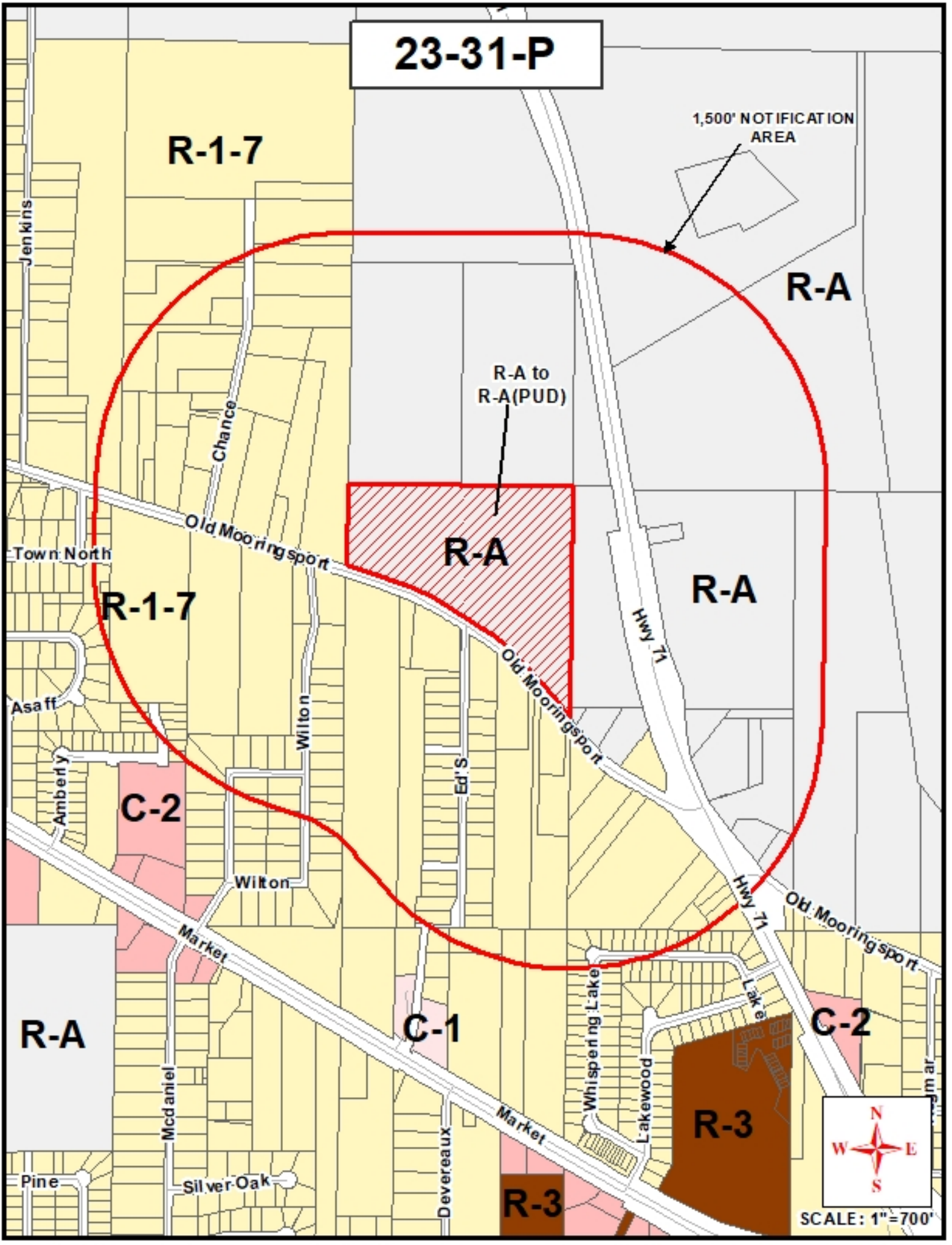
R-A

R-3

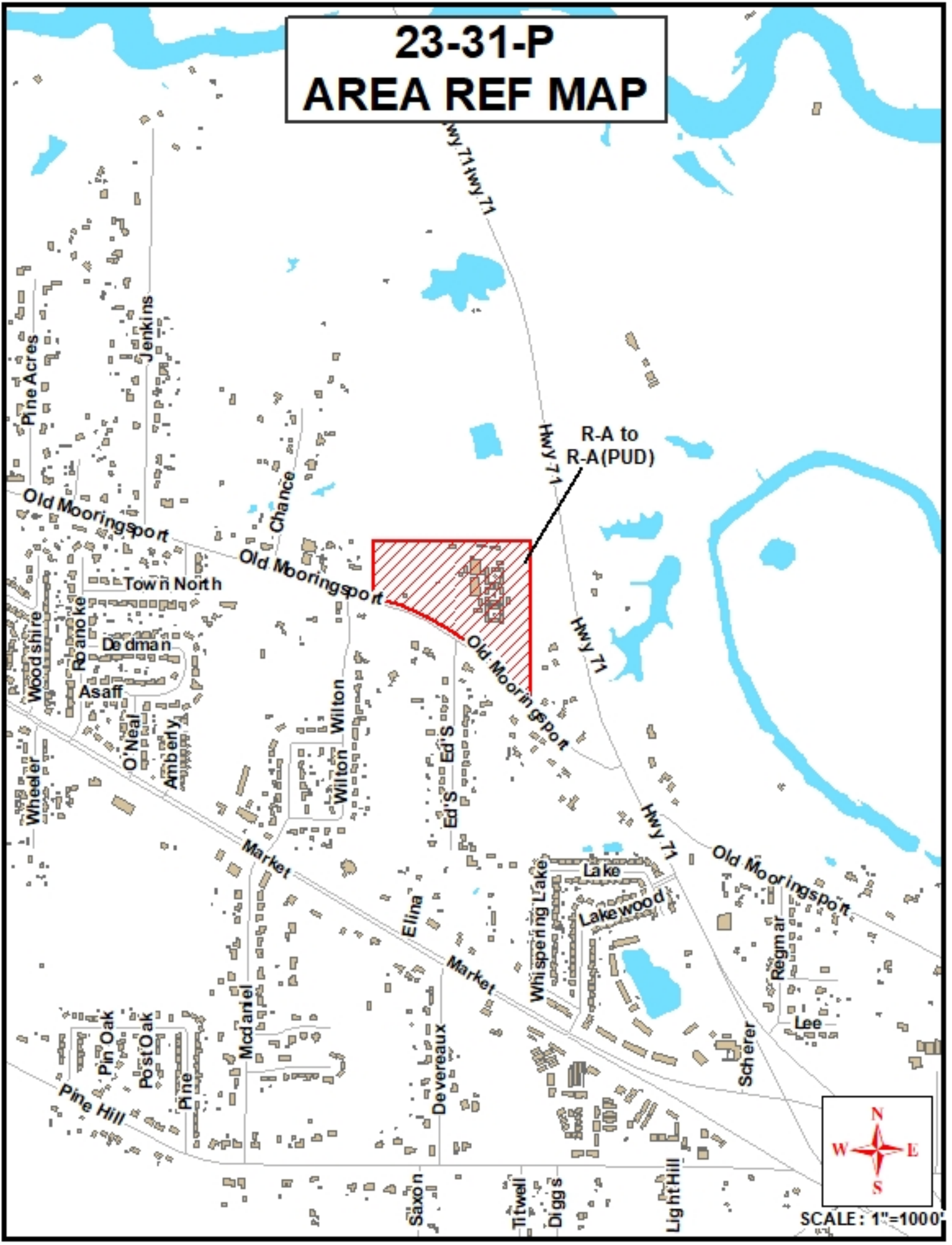
R-3



SCALE: 1" = 700'



23-31-P AREA REF MAP



SCALE: 1"=1000'



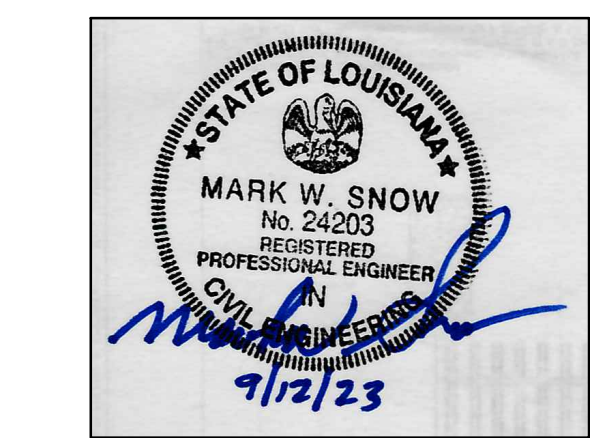
EST. 1960
 CONSULTING ENGINEERS
 503 KNIGHT STREET, SUITE 100 OFFICE 504-425-7452
 SHREVEPORT, LA 71705 FAX 504-425-4122
 WWW.AFJMC.COM

FIRM REGISTRATION NUMBERS
 E.F. 0000010 (Louisiana Engineer)
 V.F. 0000003 (Louisiana Survey)
 CA-2742-E (Alabama)
 19370-0 (Arizona)
 840 (Arkansas)
 29781 (Florida)
 5226 (Kentucky)
 E-0000884 (Mississippi)
 F-1502 (N. Carolina)
 1461PE (N. Dakota)
 05349 (Ohio)
 CA 1943 PE (Oklahoma)
 F-667 (Texas)

NORTH PORT PROPERTIES LLC
 4800 OLD MOORINGSPORT ROAD
 SHREVEPORT, LOUISIANA

Revisions

Seal



ENGINEER MARK W. SNOW, P.E.

LICENSE NO. 24203

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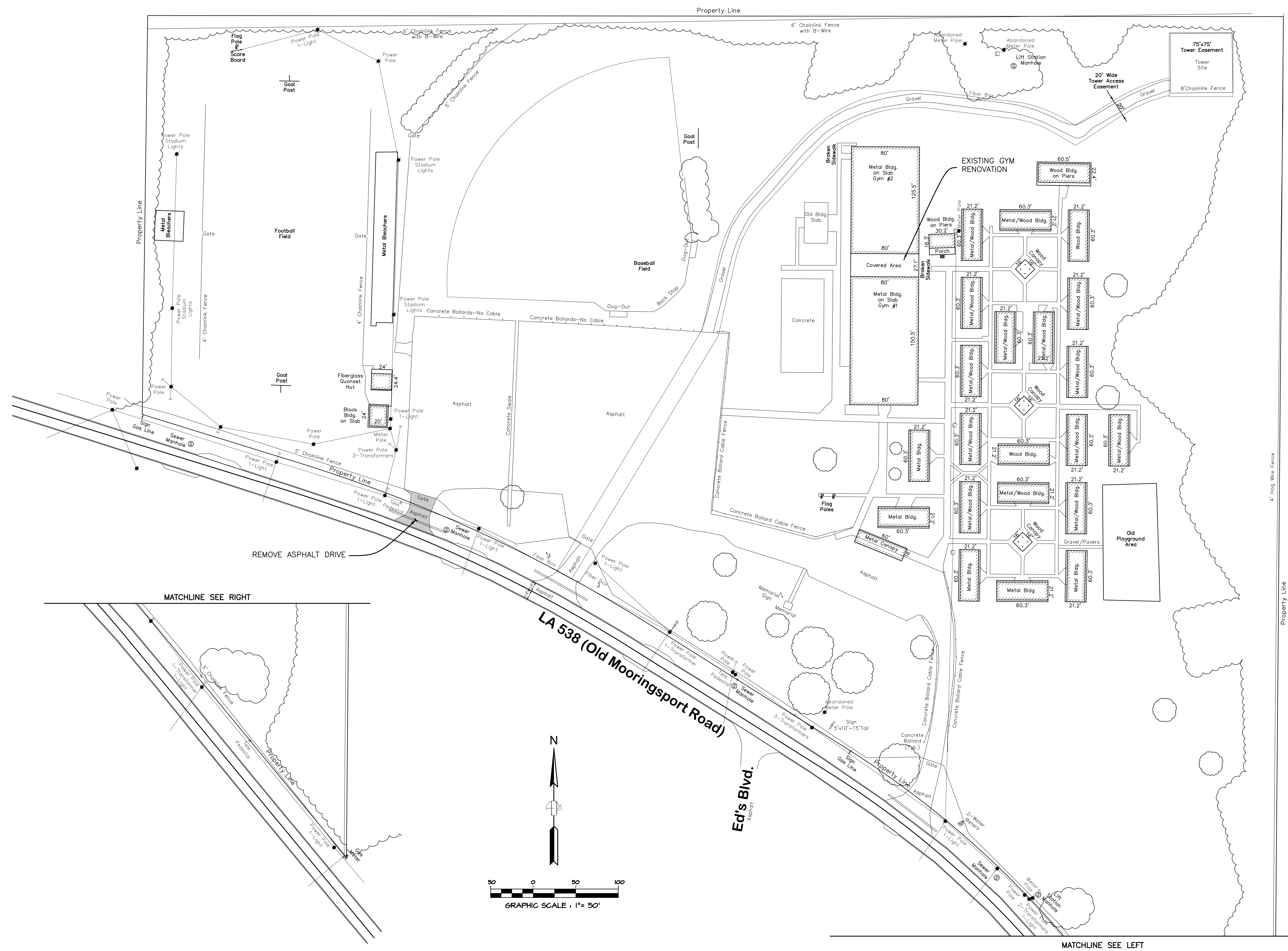
Sheet Name

EXISTING CONDITIONS AND DEMOLITION PLAN

Job number 23-137
 Date OCTOBER, 2023
 Designed by MWS
 Drawn by ADF

C1

Scale AS INDICATED
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MATCHLINE SEE RIGHT

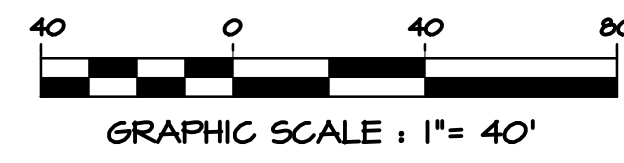
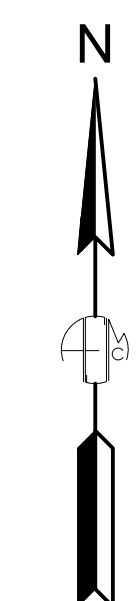
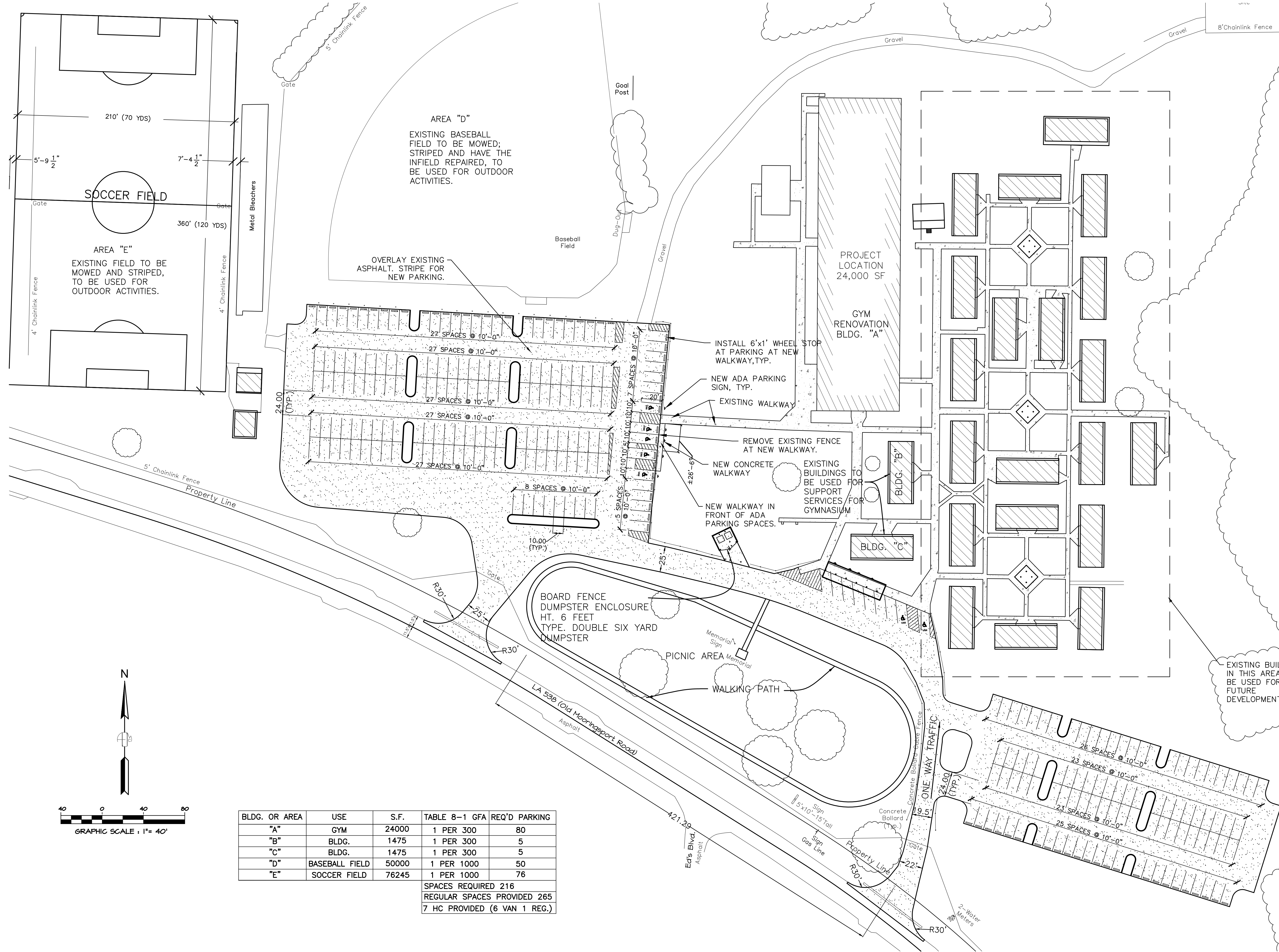
MATCHLINE SEE LEFT



EST. 1960
**AILLET, FENNER, JOLLY,
 & McCLELLAND INC.**
 CONSULTING ENGINEERS
 3003 KNIGHT STREET, SUITE 100 OFFICE 508-425-7452
 SHREVEPORT, LA 71705 FAX 508-425-4122
 WWW.AFJMC.COM

FIRM REGISTRATION NUMBERS
 E.F. 0000010 (Louisiana Engineer)
 V.F. 0000003 (Louisiana Survey)
 CA-2742-E (Alabama)
 19370-0 (Arizona)
 840 (Arkansas)
 29781 (Florida)
 5226 (Kentucky)
 E-0000884 (Mississippi)
 F-1502 (N. Carolina)
 1461PE (N. Dakota)
 05349 (Ohio)
 CA 1943 PE (Oklahoma)
 F-667 (Texas)

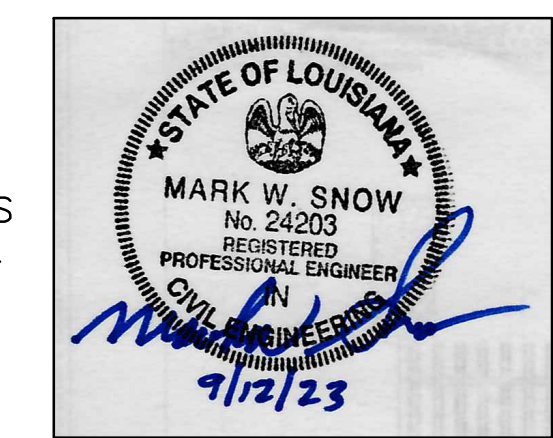
NORTH PORT PROPERTIES LLC
 4800 OLD MOORINGSFORT ROAD
 SHREVEPORT, LOUISIANA



BLDG. OR AREA	USE	S.F.	TABLE 8-1 GFA	REQ'D PARKING
"A"	GYM	24000	1 PER 300	80
"B"	BLDG.	1475	1 PER 300	5
"C"	BLDG.	1475	1 PER 300	5
"D"	BASEBALL FIELD	50000	1 PER 1000	50
"E"	SOCCER FIELD	76245	1 PER 1000	76
			SPACES REQUIRED	216
			REGULAR SPACES PROVIDED	265
			7 HC PROVIDED (6 VAN 1 REG.)	

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Sheet Name

ENLARGED SITE PLAN

Job number: 23-137
 Date: OCTOBER, 2023
 Designed by: MWS
 Drawn by: ADF

C3

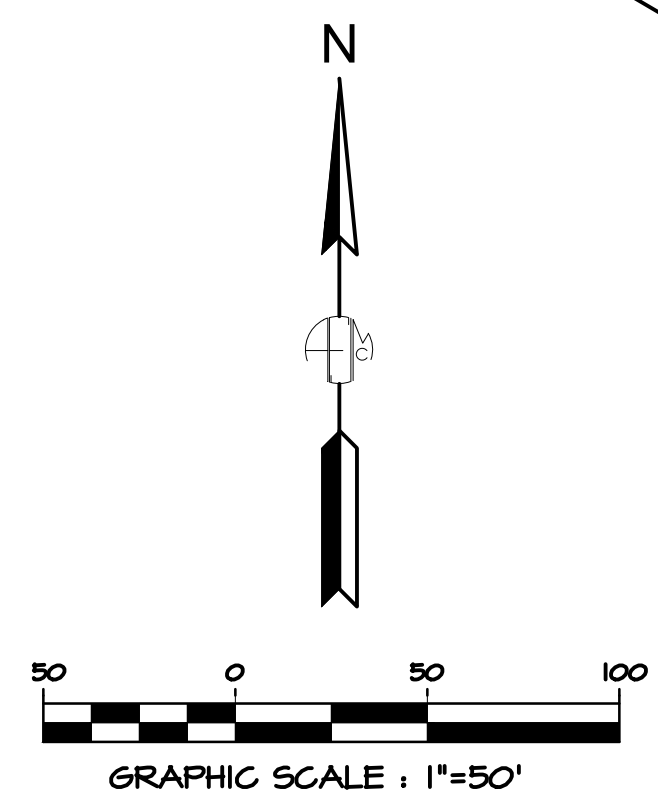
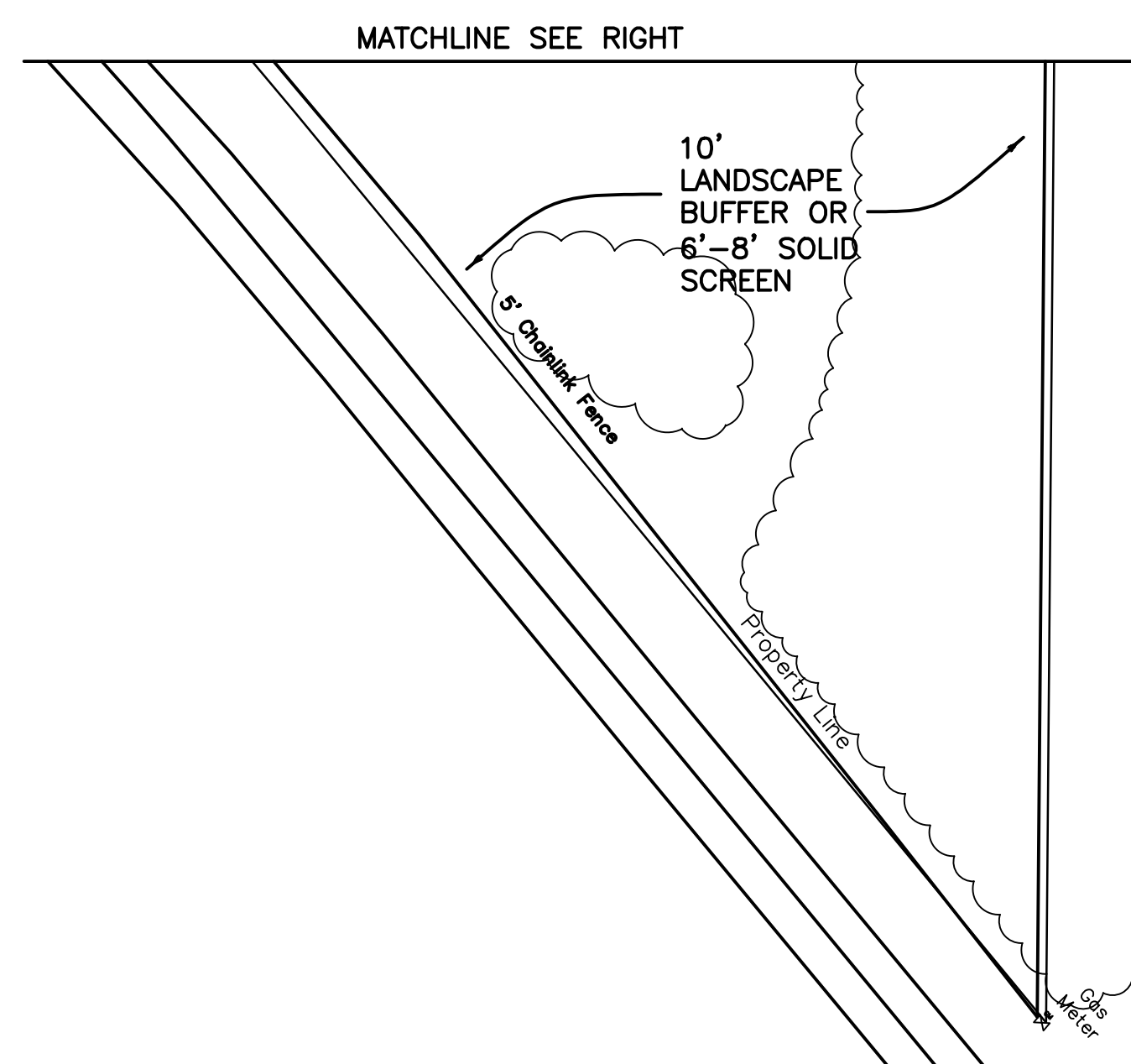
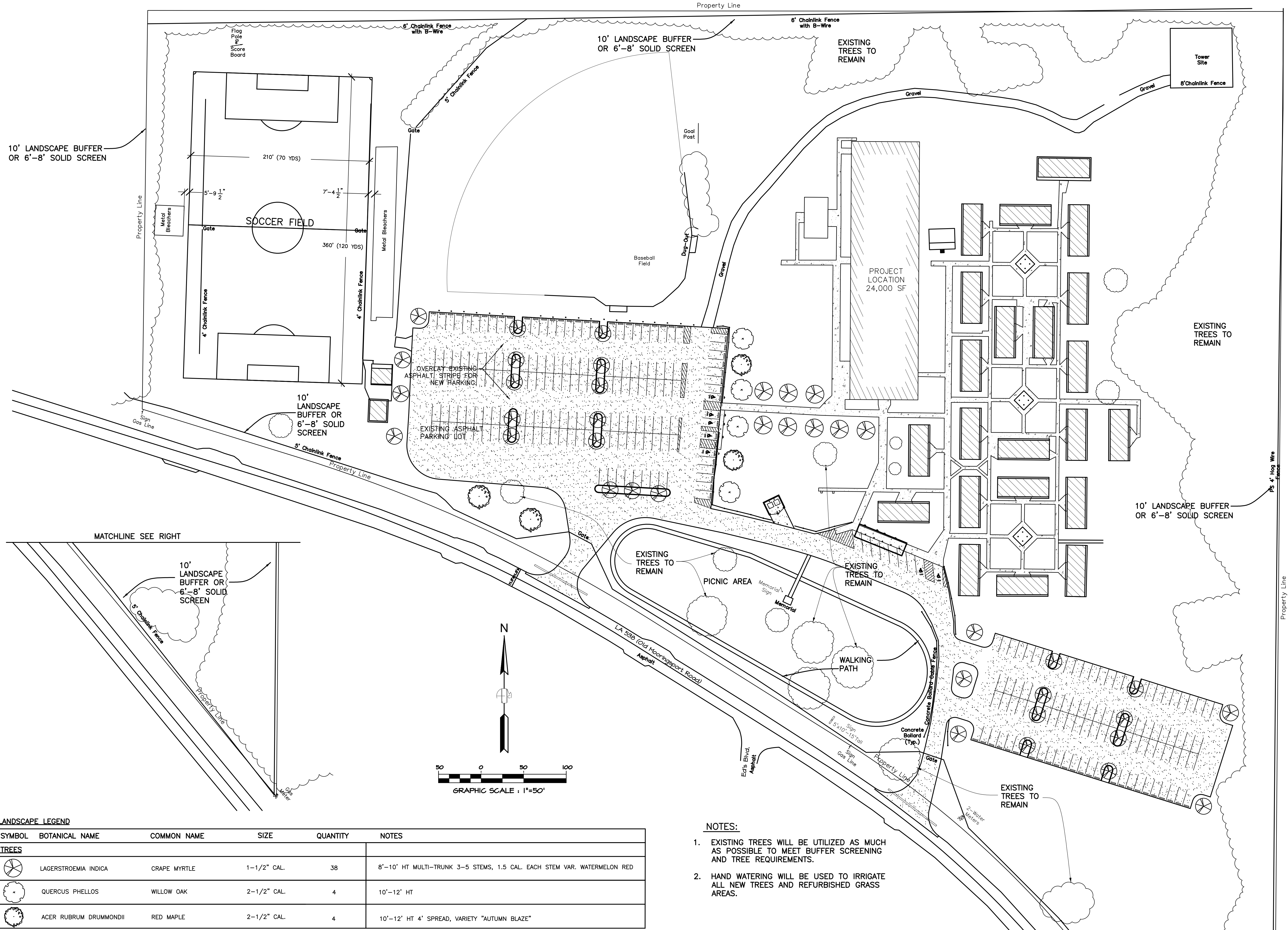
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NORTH PORT PROPERTIES LLC
 4800 OLD MOORINGSPOUR ROAD
 SHREVEPORT, LOUISIANA

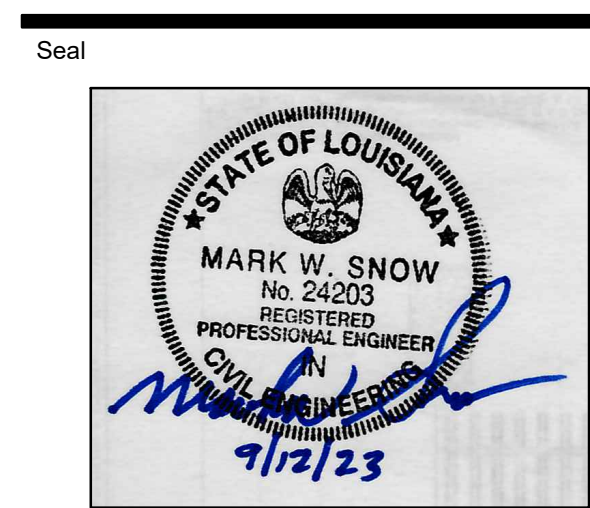


LANDSCAPE LEGEND

SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	QUANTITY	NOTES
TREES					
	LAGERSTROEMIA INDICA	CRAPE MYRTLE	1-1/2" CAL.	38	8'-10' HT MULTI-TRUNK 3-5 STEMS, 1.5 CAL. EACH STEM VAR. WATERMELON RED
	QUERCUS PHELLOS	WILLOW OAK	2-1/2" CAL.	4	10'-12' HT
	ACER RUBRUM DRUMMONDII	RED MAPLE	2-1/2" CAL.	4	10'-12' HT 4' SPREAD, VARIETY "AUTUMN BLAZE"

- NOTES:**
- EXISTING TREES WILL BE UTILIZED AS MUCH AS POSSIBLE TO MEET BUFFER SCREENING AND TREE REQUIREMENTS.
 - HAND WATERING WILL BE USED TO IRRIGATE ALL NEW TREES AND REFURBISHED GRASS AREAS.

Revisions



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Sheet Name

LANDSCAPING PLAN

Job number: 23-137
 Date: OCTOBER, 2023
 Designed by: MWS
 Drawn by: ADF

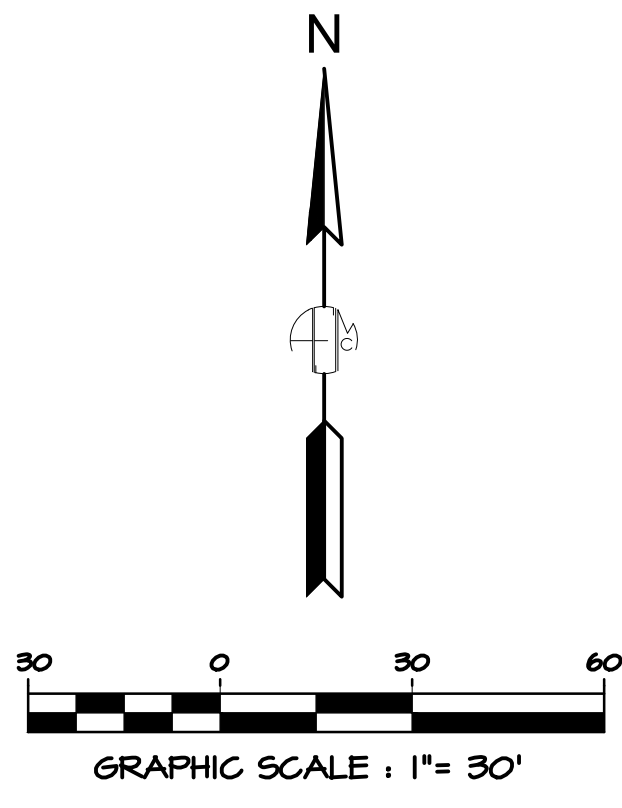
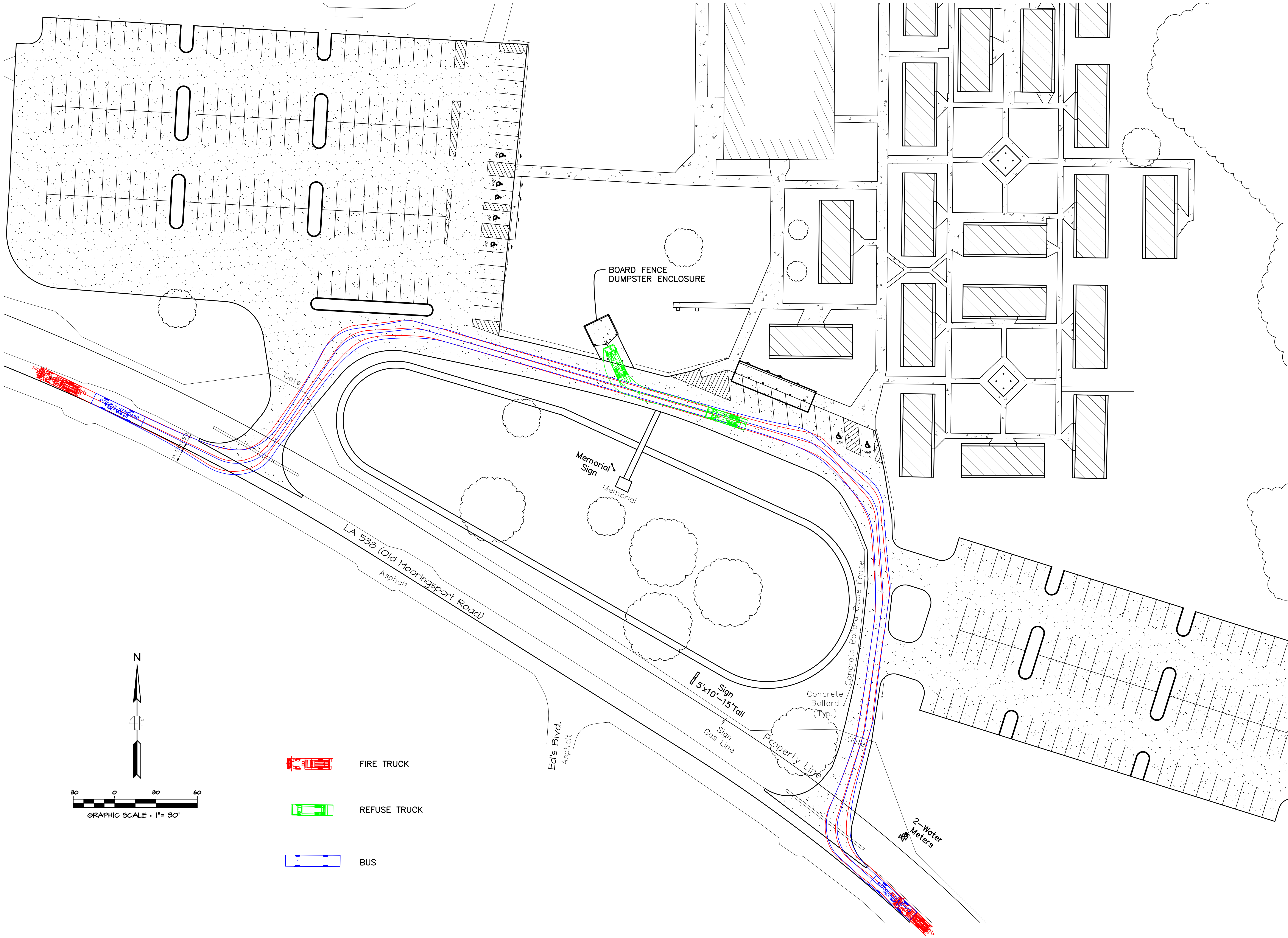
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 E-0000984 (Mississippi)
 F-1502 (N. Carolina)
 1461PE (N. Dakota)
 05349 (Ohio)
 CA 1943 PE (Oklahoma)
 F-667 (Texas)

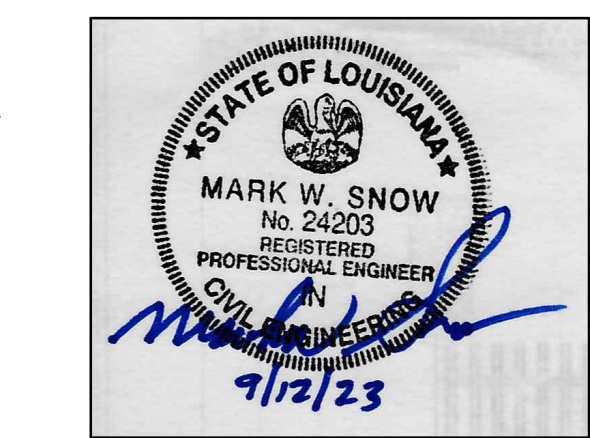
NORTH PORT PROPERTIES LLC
 4800 OLD MOORINGSPOUR ROAD
 SHREVEPORT, LOUISIANA



-  FIRE TRUCK
-  REFUSE TRUCK
-  BUS

Revisions

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Sheet Name

AUTOTURN SITE PLAN

Job number	23-137
Date	OCTOBER, 2023
Designed by	MWS
Drawn by	ADF

C5

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**PUBLIC
HEARING
NOTICE**
AFFECTING THIS PROPERTY
FOR MORE INFO CALL: 318-673-6480
(from 8:00 a.m. to 5:00 p.m.)
VISIT: shreveportcaddompc.com/agendas
EMAIL: info@shreveportcaddompc.com
DO NOT REMOVE SIGN UNTIL AFTER THE HEARING







Land Development

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

UDC DEVELOPMENT APPLICATION

The following application is required for all properties **within the MPC's five-mile Caddo Parish Planning Limits**. Members of the MPC's Land Development department are available to outline the development review process, verify submittal requirements and identify UDC requirements specific to all development requests.

DO NOT WRITE IN THIS AREA-OFFICIAL USE ONLY		
Date: _____ Planner: _____ Case No: _____ Application Fee: _____		
1. PROPERTY INFORMATION		
Project Name: NorthPort Sports	Associated Case: 540	
Project Address/Location: 4800 Old Mooringsport, Shreveport, LA 71107		
Current Zoning District: R-A	Proposed Zoning District (if applicable): PUD	Parcel Number(s): 191433-000-058-00
2. CASE TYPE		
<input type="checkbox"/> Zoning Map Amendment (Rezoning)	<input checked="" 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>		
24.75 Acres- M/L That Part of w/2 of SW/4 of Sec. 33-1-14, lying north of old Mooringsport Road.		
4. GENERAL LOCATION OF PROPERTY		
<i>(street address and/or frontage, and distance to cross street)</i>		
4800 Old Mooringsport, Shreveport, LA 71107. Property has an approximate footage if 1584 If along Old Mooringsport Road.		
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 Project is being refurbished for indoor and outdoor amusement for sports. Current develop focuses on using the baseball and soccer fields, 2 gymnasiums and 2 of the classrooms to serve as support facilities for the gymnasiums. The remaining 20 classroom do not currently has a purpose but will be maintained for future uses. Two community amenities include in the project are a walking tracking		

and a picnic area which can be utilized by the neighboring community. See accompanying Project Description.



Land Development

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UDC DEVELOPMENT APPLICATION

6. ZONING INFORMATION		7. BUILDING INFORMATION	
Current Zoning District(s): R-A Proposed Zoning District(s): PUD		Proposed Building Use(s): Indoor Amusement	
If more than one district, provide the acreage of each:		Existing Building(s) sq. ft. gross: 56,890	
Special Purpose Overlay District (if applicable):		Proposed Building(s) sq. ft. gross: 0	
Total Site Acres: 24.75 Acres		Total sq. ft. gross (existing & proposed): 56,890	
Off-Street Parking Required: 133 Spaces		Proposed height of building(s): 22' Number of stories: 1	
Off-Street Parking Provided: 134 Spaces		Ceiling height of First Floor: 22' (Gym)	
8. DIMENSIONAL STANDARDS			
Lot Area (square footage): 1078110		Lot Coverage (Total Area in square feet): 56,890	
Lot Coverage Percentage of Total Lot Area: 5.27%			
9. STORMWATER INFORMATION			
Existing Impervious Surface: 5.439 AC. acres/square feet		Hazard Flood Area <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Proposed Impervious Surface: 19.303 AC. acres/square feet		Red River <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Cross Lake Watershed <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Wetlands <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Land Development

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UDC DEVELOPMENT APPLICATION

10. CONTACT INFORMATION	
IMPORTANT NOTE ABOUT PROJECT CONTACT	<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. All contact for this project will be made through the applicant listed below.</p> <p>NAME, ADDRESS, AND SIGNATURE OF ALL PROPERTY OWNERS: ALL property owners must sign. All property owners must sign unless one person has the power of attorney to sign for others and that power of attorney is submitted with the application. A managing partner in a corporation may sign and submit written authorization. <u>If in business name or corporation, list all persons owning 6% or more. Attach separate sheet if necessary.</u></p>
<p>APPLICANT CONTACT INFORMATION: Check if Primary Contact <input checked="" type="checkbox"/></p> <p>Name: <u>Phillip Hays</u> Company: <u>North Port Properties, LLC</u></p> <p>E-mail: <u>philjhays@gmail.com</u> Phone: <u>318-248-5575</u> Fax: _____</p> <p>Address: <u>110 Autumn Creek</u> City: <u>Bossier City</u> State: <u>LA</u> Zip: <u>71111</u></p>	
<p>ARCHITECT CONTACT INFORMATION: Check if Primary Contact <input type="checkbox"/></p> <p>Name: _____ Company: _____</p> <p>E-mail: _____ Phone: _____ Fax: _____</p> <p>Address: _____ City: _____ State: _____ Zip: _____</p>	
<p>ENGINEER CONTACT INFORMATION: Check if Primary Contact <input type="checkbox"/></p> <p>Name: <u>Mark W. Snow, P.E.</u> Company: <u>Aillet, Fenner, Jolly & McClelland, Inc.</u></p> <p>E-mail: <u>mwsnow@afjmc.com</u> Phone: <u>318-425-7452</u> Fax: _____</p> <p>Address: <u>3003 Knight St. Ste. 120</u> City: <u>Shreveport</u> State: <u>LA</u> Zip: <u>71105</u></p>	
<p>CURRENT PROPERTY OWNER CONTACT INFORMATION: Check if Primary Contact <input type="checkbox"/></p> <p>Name: <u>Phillip Hays</u> Company: <u>North Port Properties, LLC</u></p> <p>E-mail: <u>philjhays@gmail.com</u> Phone: <u>318-248-5575</u> Fax: _____</p> <p>Address: <u>110 Autumn Creek</u> City: <u>Bossier City</u> State: <u>LA</u> Zip: <u>71111</u></p> <p>Designee Contact Name: _____ Email Address: _____ Phone Number: _____</p>	
<p>PROPERTY OWNER, CHECK ONE OF THE FOLLOWING:</p> <p>____ I will represent the application myself; OR <u>XX</u> I hereby designate <u>Mark W. Snow, P.E.</u> <i>(name of project representative)</i> 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>ACKNOWLEDGEMENT:</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>Phillip Hays</u> Property Owner Signature</p>	<p><u>9/12/23</u> Date</p>
<p><u>Phillip Hays</u> Applicant Signature</p>	<p><u>9/12/23</u> Date</p>

MPC NPP report

1. North Port Properties UPC for 4800 Old Mooringsport Dr.
2. Phillip Hays
3. August 11, 2023
4. 4800 Old Mooringsport Drive
5. 5:30 PM
6. 6:20 PM
7. Number of Attendees 15 (Plus 2 that did not exit vehicles due to heat but did send emails).
8. Date of filing for land use application
9. General Introduction
 - a. We held our NPP meeting at the North Port Properties location on 4800 Old Mooringsport Dr. We had a short presentation describing the intended use of the property as an indoor/outdoor amusement location consisting of a soccer field, baseball field, two indoor gyms with volley ball courts, pickleball courts and a gym that would be available for rent and use by schools, sports clubs, individuals or groups and serve as a recreational area for the North Shreveport community. We discussed the intention of the owners (Phil Hays, Emily Hays, Gary Moore), who were all present, to rehabilitate the property and maintain the grounds and buildings in a desirable condition. After the 10 minute presentation we had approximately 30 minutes question and response.
10. Concerns and issues raised-
 - a. Noise- One attendee has a mother that lives two blocks away that had trouble with noise during football games. We agreed that for Soccer we would not need to make use of the loudspeaker system that was the source of the noise and we would check noise levels near his mother's house during games to document that it was at acceptable levels.
 - b. Ownership- who owned the property, who was behind Northport- we introduced all the owners and stressed that we are all local and have roots in the community.
 - c. Security of the site- owners stated that there are cameras and relationships with Caddo Sheriff's department to make rounds around the property.
 - d. Public access was a concern- Walking track and picnic area would be open during open hours to the public without charge.

Phillip Hays

Emily Hays

Gary Moore

Owners, North Port Properties, LLC

Start at 6:30-

Gary Moore of North Port Properties welcomed everyone- introduced owners, himself, Phil Hays, Emily Hays.

Gary told of his growing up in the neighborhood near the property and being familiar with its history and connected to the church that started it 40 years ago.

Gary detailed the goals of North Port Properties and Sports, to provide a place for sport and community in north Shreveport and to reclaim a property that has been in a state of neglect for the past 10-15 years.

After describing the activities, Volleyball, pickleball, football and base ball, Gary opened up the meeting for questions.

Mark Reeves expressed concern for his mother who lives a block west of the football field that noise levels in the past had been too loud and it was unacceptable and wanted to know what we planned. Gary and Phil said that using the loud speaker was not planned as the field would be a soccer field primarily and not have football goal posts. Also it was agreed to check noise levels to ensure they were within OSHA regulations at adjacent properties.

Terry and Carol Williams asked if there would be any veterans programs or discounts- it was agreed that veterans discounts would be part of the gym and pickleball membership program.

There was a discussion about a walking track for public use, and if pets would be allowed, and how to ensure people would clean up after their pets if they were allowed.

Also suggested was a picnic area for public use to enjoy outdoor greenspace, the owners agreed that could be easily accommodated.

Mrs. Moorlock asked about the old school buildings and plans for them- Emily explained that those would be in a phase two, and that the initial phase included only the fields and the two gyms on the property. She also had interest if she could have some of the old books for classes she teaches- it was agreed she could have whatever she wanted.

OWNER	STREET ADDRESS	CITY	STATE	ZIP
Juergens, Patricia A	720 Chance St	Shreveport	La	71107
Hyder, April Michele	985 Town North	Shreveport	La	71107
Professional Office Suites Plaza, L.L.C.	PO Box 300	Foley	AL	36536
Philyaw, John D And	702 Chance St	Shreveport	La	71107
Flint, Donna 1% And	1029 Wilton Pl	Shreveport	La	71107
Brooks, David Charles	4729 Old Mooringsport Rd	Shreveport	La	71107-2303
Schmidt, Leslie Charles	4743 Old Mooringsport Rd	Shreveport	La	71107-2303
Williams, Mary Elizabeth	847 Eds Blvd	Shreveport	La	71107
Gray, R. J. & Mary Biondo Gray	40426 Old Hickory Ave	Gonzales	LA	70737-6787
Lund, Conrad A.	2103 E 6425 S	Salt Lake City	UT	84121
Metheny, Mark Andrew	856 Ed's Boulevard	Shreveport	La	71107
Pickett, Sarah Dennise And	884 Eds Blvd	Shreveport	La	71107
Morvan, Bobby Ray &	913 Wilton Pl	Shreveport	La	71107-2815
Woods, Sam And Murlene Johnson Woods	4724 N Lake Dr	Shreveport	La	71107-2924
Gatlin, Rafael Nathan And	7443 Kimberly Rd	Greenwood	LA	71033
Cummings, Bill Hiram And	5004 Dedman Drive	Shreveport	La	71107
Kunce, Meikel Howard &	748 Chance Drive	Shreveport	La	71107-2202
Clark, Joseph Tyler 1/2 And	860 Eds Blvd	Shreveport	La	71107
Thomas, Tracy Van And Linda Jean Edwards	14697 Highway 71	Shreveport	La	71107-2965
Daugherty, Billy Bob	4679 Highway 71	Shreveport	La	71107-2947
Deloach, Leslie Michele Papa Belk Felts	874 Ed's Blvd.	Shreveport,	La	71107
Adair Holdings Llc	405 N 115th St Ste 100	Omaha	NE	68154
Morlock, Gertrude Ann	821 Ed's Blvd.	Shreveport	La	71107
Cummings, William Hiram, Jr. And	Po Box 7666	Shreveport	La	71137-7666
Jdf Interests, Llc	1513 Swan Lake Rd	Bossier City	LA	71111
Williams, Charlie James	Po Box 7261	Shreveport	La	71137-7261
Festervan, Jarrell Dan	1513 Swan Lake Rd	Bossier City	LA	71111-5335
Reeves, Doris Hoss	4920 Old Mooringsport Rd	Shreveport	La	71107-2806
Grice, Nathan T.	808 Eds Blvd	Shreveport	La	71107
Swamp Gibus Investments Llc	8175 Paiute Trail	Shreveport	La	71107
Tinsley, Dinah Pevy 1/2, Etal	719 Chance St	Shreveport	La	71107-2201
Wilson, Billy Mack And	7360 Fm 699	Tenaha	TX	75974
Quad J Real Estate, Ltd.	Po Box 7972	Shreveport	La	71137-7972
Linder, Jeffery L And	4952 Old Mooringsport Rd	Shreveport	La	71107
Bremen Resources With Union Bank As Securi	405 N 115th St Ste 100	Omaha	NE	68154
Vance, Linda Marie 1/2, Johnny Dion Vance	1841 Wilton Pl	Shreveport	La	71107-2813
Pierce, Paul Douglas Iii	420 Albany Ave	Shreveport	La	71105
Kennedy, Bonita Faye Hammons 1/2, Etal	816 Ed's Boulevard	Shreveport	La	71107
Bahm, William Donald	Po Box 7232	Shreveport	La	71137-7232
Hauser, Carla Jean And	739 Chance Street	Shreveport	La	71107
Oliver, Luke Ray	841 Ed's Blvd	Shreveport	La	71107
Martinez, Bernabe Jr	971 Town North Dr	Shreveport	La	71107
Shelton, Gary Lamar	852 Ed's Blvd.	Shreveport	La	71107
Williams, Terry James And	900 Whispering Lake Dr	Shreveport	La	71107-2926
Bowman, Rachel	885 Eds Boulevard	Shreveport	La	71107
Des Marais, Guyon Julian And	1025 Wilton Pl	Shreveport	La	71107-2817
Lawrence, Ronald Ray And	838 Eds Boulevard	Shreveport	La	71107
Mackey, Brittany	1012 Wilton Pl Ace	Shreveport	La	71107
Mc Kinney, Ama Lynn And Adrian J. Henry	4720 Old Mooringsport Rd	Shreveport	La	71107-2304
Pena, Jessica Michele And	799 Wilton Place	Shreveport	La	71107
Frazier, Blake Alan	834 Ed's Blvd	Shreveport	La	71107
Doty, Lisa Rashell	829 Wilton Place	Shreveport	La	71107
Madison, Runion P. And	815 Wilton Pl	Shreveport	La	71107

Mc Duffey, Elveria Elaine	4728 N Lake Dr	Shreveport	La	71107-2924
Brazzel;S, Lester Used Cars & Trucks, Inc.	11403 Norris Ferry Road	Shreveport	La	71106-9313
Walker, Donnie Ray &	4747 Old Mooringsport Rd	Shreveport	La	71107-2303
Teer, Jane Laverne	837 Wilton Pl	Shreveport	La	71107-2813
Randle, Joe James And	5008 Dedman Dr	Shreveport	La	71107-2822
Pierce, Barbara Ann	1004 Wilton Pl	Shreveport	La	71107-2818
Stewart, Bill Alan & Beatrice English Stewart	1016 Wilton Pl	Shreveport	La	71107-2818
Taylor, Debra Diane	130 Lakewood Point Dr	Bossier City	LA	71111
Chaler, Bobby Glen And	891 Eds Blvd	Shreveport	La	71107-2301
Bond, Avery Elizabeth	12534 Ellerbe Rd	Shreveport	La	71115
Sullivan, Benjamin Nigel And	825 Ed's Boulevard	Shreveport	La	71107
Fulcher, Carl Rance And	4736 N Lake Dr	Shreveport	La	71107-2924
Gibson, Travis Donnell	848 Eds Blvd	Shreveport	La	71107
Tupper, Donald F., Jr. And	8277 N Lakeshore Dr	Shreveport	La	71107-8380
Schmidt, Leslie C. And Gwendoline R. Schmid	4743 Old Mooringsport Rd	Shreveport	La	71107-2303
Polasek, Jessie Lee, Jr.	830 Ed's Blvd.	Shreveport,	La	71107
Jones, Marlon Anthony And Melinda Ann Jon	4756 North Lake Dr	Shreveport	La	71107
Juergens, Patricia Anne	720 Chance St	Shreveport	La	71107-2202
Montgomery, Carolyn Denise Johnson	4744 N Lake Dr	Shreveport	La	71107-2924
Baca, Michael Ian 51% And	685 Chance St	Shreveport	La	71107
Juarez, Monica Valdez	4744 Old Mooringsport Rd.	Shreveport	La	71107
Tompkins, Carl E. &	899 Ed's Boulevard	Shreveport,	La	71107
Young, Virginia Joy Matthews	5002 Old Mooringsport Rd	Shreveport	La	71107-2845
Pollitt, Joy Hogue	904 Wilton Pl	Shreveport	La	71107-2816
Linam, Reade Ramsey	6 Tealwood	Shreveport	La	71104
Keeler, Laurie 1/2 And	4481 Circle Square Drive	Mooringsport	LA	71060
Byers, Stephanie Ann Layton And	825 Wilton Place	Shreveport	La	71107
Robinson, R. R.	2415 N Waverly Dr	Bossier City	LA	71111-2436
Johnson, Roger And Linda P Johnson	5690 Us 71	Shreveport	La	71107
Stuteville, Douglas R	5002 Old Mooringsport Rd	Shreveport	La	71107
Ceballos, Miguel Angel	706 Chance St	Shreveport	La	71107
White, Homer Leland White, Jr. 1/2, Etal	701 Chance Drive	Shreveport	La	71107-2201
Daugherty, Billy B. & Marlene Wilson Daughte	4679 Highway 71	Shreveport	La	71107-2947
Mims, Howard, Jr. And Doris Jean Rogers Mir	959 Town North Dr	Shreveport	La	71107-2835
Spradley, John Wesley And	845 Eds Blvd	Shreveport	La	71107
Lamb, Frank Melvin And	4742 N Market St	Shreveport	La	71107-2922
Venture Quest Enterprises	6270 Sand Hill Ave.	Shreveport	La	71107
Adams, Kaylee Nicole 1/2 And	843 Eds Blvd	Shreveport	La	71107
Wilson, Charles	4925 Old Mooringsport Rd	Shreveport	La	71107
Farris, Terry Don	4654 Old Mooringsport Rd	Shreveport	La	71107-2945
Bourque, Karen Lynn	831 Ed's Boulevard	Shreveport,	La	71107
Dolan, Shawn D.	C/O Sandra Jean Dolan	Shreveport	La	71107
Parish, Joseph S. And Arma Clark Parish	4720 N Lake Dr	Shreveport	La	71107-2924
Williams, Frank, Jr. And Jeanette Hill Williams	4740 N Market St	Shreveport	La	71107-2922
Knighton, Robbie Sue	4931 Old Mooringsport Rd	Shreveport	La	71107-2805
Mitchell, Kevon L.	812 Ed's Boulevard	Shreveport	La	71107
Young, Carlina Jenice	4716 N Lake Dr	Shreveport	La	71107
Jackson, Jesse	740 Chance Dr	Shreveport	La	71107
Coleman, Billy Ray	4675 Highway 71	Shreveport	La	71107-2947
Gold Star Enterprises, Llc 99% And	Po Box 7662	Shreveport	La	71137
Pine Hill Waterworks District No. 8,	Po Box 7777	Shreveport	La	71137-7777
Henderson, Jerry Lewis And	4743 N Lake Dr	Shreveport	La	71107-2923
North Shreve Baptist	4930 Old Mooringsport Road	Shreveport	La	71107
Williams, Tina Theresa And	805 Wilton Place	Shreveport	La	71107

Hunt, Paul Benton	820 Ed's Boulevard	Shreveport	La	71107
Gould, Douglas Raymond	800 Wilton Pl	Shreveport	La	71107-2814
Wells, Gary Eugene, Sr. And	Po Box 7652	Shreveport	La	71137-7652
Church Of The Holy Cross	875 Cotton St	Shreveport	La	71101-3462
Dance, Claude A. 90% And Chaler, Bobby Gle	1255 Hog Hollow Road	Dripping Springs	TX	78620
Brazzel's, Lester Used Cars & Trucks Inc.	11403 Norris Ferry Road	Shreveport	La	71106-9313
Holoubek, Stephanie Coffman	4739 Old Mooringsport Rd	Shreveport	La	71107-2303
White, Homer Leland, Jr. 1/2 Etal	701 Chance St	Shreveport	La	71107-2201
Godfrey, Hannah	4924 Old Mooringsport Rd.	Shreveport	La	71107
Baptist Church, The North Shreve	4930 Old Mooringsport Rd	Shreveport	La	71107-2806
Scott, Clayton Ferguson Iv And	4660 Old Mooringsport Rd	Shreveport	La	71107
Pylate, Amanda	4733 Old Mooringsport Rd	Shreveport	La	71107
Blackenship, Evelyn 1/2 And Doris Miller 1/2	900 Wilton Place	Shreveport	La	71107
Rapattoni, James & Teresa Rapattoni	523 West 32nd St	Houston	TX	77018
Fong, Janice	1024 Wilton Pl	Shreveport	La	71107-2818
Hubbard, Zenobia O.	917 Wilton Pl	Shreveport	La	71107
Beckham, Kaitlin Elizabeth	710 Chance St	Shreveport	La	71107
Chaler, Bobby Glen	891 Ed's Blvd	Shreveport	La	71107
Buffin, Albert Wayne And	909 Wilton Pl	Shreveport	La	71107-2815
Hayes, Jason Paul And Nicoleta Ile Hayes	963 Town North Dr	Shreveport	La	71107-2835
Ramsey, William Harry Johnson	940 Southern Trace Pkwy	Shreveport	La	71101
Blakes, Shonita Yvette	4752 N Lake Dr	Shreveport	La	71107-2924
Davis, Mary Elizabeth	1000 Wilton Pl	Shreveport	La	71107-2818
Taylor, Kimberly Lynn	4732 N Lake Dr	Shreveport	La	71107-2924
Tompkins, Linda Carol Loe 7/8 Etal	899 Ed's Boulevard	Shreveport	La	71107
Evans, Britton 1/2 And Madeline Bartleet 1/2	818 Ed's Blvd	Shreveport	La	71107
Oliver, Luke Ray And	4686 Hwy 71	Shreveport	La	71107
Unszusz, Steven Jack And	5005 Old Mooringsport Rd	Shreveport	La	71107
England, Eleanor Glynn Vasocu	4819 Old Mooringsport Rd	Shreveport	La	71107-2311
Thomas, Earnest And Lenora Lewis Thomas	5000 Dedman Dr	Shreveport	La	71107
Cowart, Jeffrey Quentin And	4811 Old Mooringsport Rd	Shreveport	La	71107
Baca, Michael Ian 99% And	685 Chance Dr	Shreveport	La	71107
Moore, Dorothy Jean	849 Ed's Boulevard	Shreveport	La	71107
Lewis, Albert Leffon	910 Wilton Place	Shreveport	La	71107
Pickett, Sarah Dennise 1/2 And	884 Eds Blvd	Shreveport	La	71107
James, William Ralph And Marianne Scott Jar	4817 Old Mooringsport Rd	Shreveport	La	71107-2311
Wbj Ventures, Llc	333 Texas St Ste 1525	Shreveport	La	71101
Welch, Regina	861 Ed's Boulevard	Shreveport	La	71107
Murphy, Richard Thomas	4730 Old Mooringsport Rd	Shreveport	La	71107
Cathey, Jimmy Dale And Cherry Lynn Cathey	100 Fire Station Rd Lot 9	Bryceland	LA	71008-2503
Ivy, Trenton L. And Jacqueline P. Ivy	901 Wilton Pl	Shreveport	La	71107-2815
Brazzel's, Lester Used Cars & Trucks, Inc.	11403 Norris Ferry Road	Shreveport	La	71106-9313
Festervan, Jarrell Dan And Twila Dawn Fester	1513 Swan Lake Rd	Bossier City	LA	71111-5335
Evans, Steven Mark	4835 Old Mooringsport Rd	Shreveport	La	71107-2311
Kunce, Meikel Howard And	748 Chance St	Shreveport	La	71107-2202
Cardinal Points Investments, L.L.C.	613 Jonathan Clay Dr	Shreveport	La	71106
Stafford, Feleacia 99% And	870 Ed's Blvd	Shreveport	La	71107
Ramsey Company Llc	11016 Norris Ferry Rd	Shreveport	La	71106

CC3825

NOTICE TO THE PUBLIC

Notice is hereby given that the Caddo Parish Planning and Zoning Board will hold a public hearing on Friday, October 27, 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. 23-31-P: 4800 Old Mooringsport Road. Application by Noth Port Properties, LLC for approval to rezone property located on the (north side of Old Mooringsport Rd., approx. 930 ft west of Hwy 71), from (R-A Rural-Agricultural Zoning District to R-A PUD Rural-Agricultural Planned Unit Development Zoning District), being more particularly described as Commence at a found concrete monument marking the Accepted Northwest corner of said Section 33 and measure South 00 degrees 51 minutes 08 seconds West, along the West line of said Section 33, for a distance of 2624.29 feet to a found 3/4 inch iron rod marking the Accepted West Quarter Corner of said Section 33 for the Point of Beginning and the Northwest corner of the tract herein described; From the Point of Beginning leave the West line of said Section 33 and measure South 89 degrees 56 minutes 44 seconds East, along the North line of the Southwest Quarter of said Section 33, for a distance of 1333.67 feet to a set 1/2 inch iron rod capped "WOOD" "LA 4716" marking the Accepted Northeast corner of the Northwest Quarter of the Southwest Quarter of said Section 33 and the Northeast corner of this tract; thence leave the said North line and measure South 00 degrees 28 minutes 50 seconds West, along the East line of the Northwest Quarter of the Southwest Quarter of said Section 33, passing a found 1/2 inch iron pipe at a distance of 1315.86 feet and continuing for a total distance of 1377.91 feet to a set 1/2 inch iron rod capped "WOOD" "LA 4716" located on the Northerly monumented right of way line of LA Highway 538 (Old Mooringsport Road) marking the Southeast corner of this tract; thence measure North 39 degrees 32 minutes 07 seconds West, along the said Northerly right of way line, for a distance of 367.38 feet to a set 1/2 inch iron rod capped "WOOD" "LA 4716"; thence continue along the said right of way line and measure along a tangent curve to left having a radius of 1125.00 feet and a chord which bears North 48 degrees 41 minutes 57 seconds West with a length of 358.33 feet, for an arc distance of 359.87 feet to a set 1/2 inch iron rod capped "WOOD" "LA 4716"; thence continue along the said right of way line and measure North 57 degrees 51 minutes 47 seconds West for a distance of 274.99 feet to a set 1/2 inch iron rod capped "WOOD" "LA 4716"; thence continue along the said right of way line and measure along a tangent curve to the left having a radius of 1735.00 feet and a chord which bears North 65 degrees 20 minutes 54 seconds West with a length of 452.04 feet, for an arc distance of 453.32 feet to a set 1/2 inch iron rod capped "WOOD" "LA 4716"; thence continue along the said right of way line and measure North 72 degrees 50 minutes 01 seconds West for a distance of 190.19 feet to a set 1/2 inch iron rod capped "WOOD" "LA 4716" located on the West line of said Section 33 marking the Southwest corner of this tract; thence leave the Northerly right of way line of said LA Highway 538 (Old Mooringsport Road) and measure North 00 degrees 46 minutes 40 seconds East, along the said West line, for a distance of 468.37 feet to the Point of Beginning. Said tract contains 24.742 acres, more or less, and is all in accordance with survey work performed under the direction of Don R. Wood, II for Polaris Services, L.L.C. Bearings and horizontal distances are grid based on the Louisiana State Plane Coordinate System, North Zone, NAD 1983, as determined from GPS observations. Section 33, T19N, R14W, Caddo Parish, Louisiana.

Alan Clarke, Executive Director
Metropolitan Planning Commission

ORDINANCE NO. OF 2023

BY CADDO PARISH COMMISSION:

AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE E EDWARD JONES HOUSING TRUST FUND FOR THE YEAR 2023 TO REDUCE REVENUES FOR THE EMERGENCY RENTAL ASSISTANCE PROGRAM AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, the Emergency Rental Assistance Program (ERAP) made available \$25 billion to assist households that are unable to pay rent and utilities due to the COVID-19 pandemic; and

WHEREAS, the Parish of Caddo budgeted \$10,480,604 of ERAP 2 revenues in the 2023 budget; and

WHEREAS, the Parish of Caddo received the revenue at the end of 2022; and

WHEREAS, although the Parish of Caddo received the revenue at the end of 2022, the expenditures did not occur until 2023; and

WHEREAS, it is necessary to amend the 2023 Budget in order to reduce revenues due to the timing of the receipt of the ERAP proceeds.

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, that the Budget of Estimated Revenues and Expenditures for the E Edward Jones Housing Trust Fund for the year 2023 is hereby amended as follows:

	<u>Budget Increase (Decrease)</u>
<u>E EDWARD JONES HOUSING TRUST FUND</u>	
Revenues:	
Federal Grant	\$(10,480,604)

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

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

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

Approved as to legal form:

Parish Attorney

Date

ORDINANCE AND RESOLUTION AUTHORIZATION FORM

CADDO PARISH COMMISSION

TITLE

ORDINANCE AMENDING THE 2023 BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE E EDWARD JONES HOUSING TRUST FUND

(Ordinance No. ____ of 2023)

ORIGINATING DEPARTMENT: Finance

BACKGROUND INFORMATION: Amending the budget of Estimated Revenues and Expenditures for EEJ Housing Trust Fund in the amount of \$10,480,604 to reduce revenues for 2023.

The revenues were actual received in 11/2022.
Revenues and expenditures were budgeted in 2023. Only expenditures budget was necessary due to the timing of the revenues.

This has no negative impact on the budget. Just a correction due to the timing of receipt of the revenues.

KEY STAFF CONTACT: Hayley Barnett

AUTHORIZATION

Department Head Hayley Barnett _____ Date 10/20/23

Legal _____ Date _____

Parish Administrator _____ Date _____

ORDINANCE NO. OF 2023

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE DEBT SERVICE FUND FOR THE YEAR 2023 TO APPROPRIATE BOND PROCEEDS

WHEREAS, the propositions passed on November 8, 2022 allows for the issuance of additional debt to fund Walter B Jacobs Nature Park and other capital projects; and

WHEREAS, on February 28, 2023, Caddo Parish issued \$20,000,000 in general obligation bonds; and

WHEREAS, the Debt Service Fund needs to be amended to appropriate the 2023 bond proceeds; and

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, that the Budget of Estimated Revenues and Expenditures for the Debt Service Fund for the year 2023 are hereby amended as follows:

Budget Increase (Decrease)

Debt Service Fund

Expenditures:

2023 GOB – Bond Issue Costs

\$ 168,000

Interest Payments

\$ 385,515

Other Financing Sources (Uses):

Proceeds from General Obligation Bonds

\$ 20,791,841

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

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

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

Approved as to legal form:

Parish Attorney

Date

ORDINANCE AND RESOLUTION FACT SHEET

CADDO PARISH COMMISSION

TITLE	
ORDINANCE TO AMEND THE 2023 BUDGET FOR THE DEBT SERVICE FUND TO APPROPRIATE 2023 BOND PROCEEDS AND TO OTHERWISE PROVIDE WITH RESPECT THERETO (Ordinance No. ____ of 2023)	
ORIGINATING DEPARTMENT: Finance	
BACKGROUND INFORMATION: Amending the budget to appropriate bond proceeds and associated expenses issued in February 2023	
KEY STAFF CONTACT: Hayley Barnett	
AUTHORIZATION	
Department Head	<u>Hayley B Barnett</u> Date 10/20/23
Legal	_____ Date _____
Parish Administrator	_____ Date _____

ORDINANCE NO. OF 2023

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE ADOPTING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE CAPITAL IMPROVEMENT III FUND AND AMENDING THE BUDGET FOR THE DEBT SERVICE FUND FOR THE YEAR 2023 TO TRANSFER 2023 BOND PROCEEDS TO THE CAPITAL IMPROVEMENT III FUND

WHEREAS, the Parish of Caddo issued \$20,000,000 in general obligation bonds in 2023; and

WHEREAS, based on recommendations from the auditor and the bond council, the proceeds from these bonds should be accounted for in a separate fund and not in the Debt Service Fund; and

WHEREAS, the Debt Service Fund should be used to only account for the principal and interest payments on long term debt; and

WHEREAS, it is necessary to transfer the proceeds from the bonds and any interest earned on those proceeds to the newly created Capital Improvement III Fund; and

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, that the Budget of Estimated Revenues and Expenditures for the Capital Improvement III Fund for the year 2023 be adopted and the Budget of Estimated Revenues and Expenditures for the Debt Service Fund is hereby amended as follows:

Budget Increase (Decrease)

Debt Service Fund

Other Financing Sources (Uses):
 Transfer to Capital Improvement Fund
\$20,623,996

Capital Improvement Fund

Revenues
 Interest Earned
\$250,000

Other Financing Sources (Uses)
 Transfer from Debt Service Fund
\$20,623,996

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

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

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

Approved as to legal form:

Parish Attorney

Date

ORDINANCE AND RESOLUTION FACT SHEET

CADDO PARISH COMMISSION

TITLE	
ORDINANCE TO ADOPT BUDGET FOR THE CAPITAL IMPROVEMENT III FUND AND AMEND BUDGET FOR THE DEBT SERVICE FUND AND TO OTHERWISE PROVIDE WITH RESPECT THERETO (Ordinance No. ____ of 2023)	
ORIGINATING DEPARTMENT: Finance	
Adopt budget for Capital Improvement III Fund and amend budget for the Debt Service Fund to segregate bond proceeds from revenues used to pay principal and interest payments on long term debt. The proceeds for the 2023 bond issues (a total of \$20,623,996) were recorded in the Debt Service Fund. The bond proceeds should be accounted for in a separate fund. The Parish created the Capital Improvement III Fund to account for the 2023 bond proceeds.	
KEY STAFF CONTACT: Hayley Barnett	
AUTHORIZATION	
Department Head	<u>Hayley B. Barnett</u> Date 10/20/23
Legal	_____ Date _____
Parish Administrator	_____ Date _____

PARISH OF CADDO

Calculation of Transfer Required for Capital Improvement Fund III (445)
2023

2023 Bond Issue

Total Proceeds	20,791,841.55
Bond Issue Costs	<u>(167,845.33)</u>
Balance of 2007 Bond Issue	<u>20,623,996.22</u>

2023 Interest Earned (March - June) 173,200.10

Amount Needed to Transfer to Capital Imp Fund (#440) 20,797,196.32

* Without bond proceeds, interest income would not be earned in the Debt Service Fund, therefore, all interest income recorded in the Debt Service Fund for March - June 2023 should be transferred to the Capital Improvement Fund III.

7/1/2023	4451111	20,797,196.32	Transfer 2023 Bond Proceeds to Capital Improvement Fund III	MJE
7/1/2023	4459003853	(20,623,996.22)	Transfer 2023 Bond Proceeds to Capital Improvement Fund III	MJE
7/1/2023	4450003610	(173,200.10)	Transfer 2023 Bond Proceeds to Capital Improvement Fund III	MJE
7/1/2023	3101111	(20,797,196.32)	Transfer 2023 Bond Proceeds to Capital Improvement Fund III	MJE
7/1/2023	3109003677	20,623,996.22	Transfer 2023 Bond Proceeds to Capital Improvement Fund III	MJE
7/1/2023	3100003610	173,200.10	Transfer 2023 Bond Proceeds to Capital Improvement Fund III	MJE

(0.00)

ORDINANCE NO. 6396 OF 2023

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE AMENDING THE BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE OIL AND GAS FUND AND THE CAPITAL OUTLAY FUND IN THE AMOUNT OF \$35,000 TO PROVIDE AN APPROPRIATION FOR AN ADDITION TO THE I49 WELCOME SIGN AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, the Caddo Parish Commission adopted Ordinance No. 5888 of 2019 and Ordinance No. 6157 of 2022 to appropriate funds to construct welcome signs on I-49; and

WHEREAS, the Caddo Parish Commission continues to support our Veterans of the armed forces; and

WHEREAS, the Caddo Parish Commission would like to add an arch to both welcome signs with the words "veteran friendly"; and

WHEREAS it is necessary to amend the 2023 Oil and Gas and Capital Outlay Funds to provide appropriation of \$35,000 for the arches; and

NOW, THEREFORE, BE IT ORDAINED, by the Caddo Parish Commission in due, legal and regular session convened, that Budget of Estimated Revenues and Expenditures for the Oil and Gas and Capital Outlay Fund for the year 2023 is hereby amended as follows:

	<u>Budget Increase (Decrease)</u>
<u>Oil and Gas Fund</u>	
Transfer to Capital Outlay	\$35,000
<u>Capital Outlay Fund</u>	
Transfer from Oil and Gas	\$35,000
I-49 Welcome Sign Arch	\$35,000

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

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

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

Approved as to legal form:

Parish Attorney

Date

ORDINANCE AND RESOLUTION AUTHORIZATION FORM

CADDO PARISH COMMISSION

TITLE	
ORDINANCE AMENDING THE 2023 BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE OIL AND GAS FUND AND CAPITAL OUTLAY FUND FOR WELCOME SIGN ARCHES (Ordinance No. 6396 of 2023)	
ORIGINATING DEPARTMENT: Commissioner Ken Epperson	
BACKGROUND INFORMATION: Amending the budget of Estimated Revenues and Expenditures for Oil and Gas Fund and the Capital Outlay Fund in the amount of \$35,000 to provide an appropriation to add arches to the I-49 welcome signs to read "Veteran Friendly"	
KEY STAFF CONTACT: Hayley Barnett	
AUTHORIZATION	
Department Head	<i>Hayley Barnett</i> _____ Date 11/1/23
Legal	_____ Date _____
Parish Administrator	_____ Date _____

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

BY THE CADDO PARISH COMMISSION:

AN ORDINANCE AMENDING AND RE-ENACTING ORDINANCE NO. 6342 OF 2023, ESTABLISHING AND MERGING PRECINCTS CONSISTENT WITH THE 2023 CADDO PARISH COMMISSION DISTRICTS IN ACCORDANCE WITH LOUISIANA REVISED STATUTES 18:532 AND 18:532.1, TO AMEND CERTAIN PRECINCT LEGAL DESCRIPTIONS AND OTHERWISE PROVIDING WITH RESPECT THERETO.

WHEREAS, the Caddo Parish Commission adopted Ordinance No. 6342 of 2023 on August 3, 2023, for the purpose of establishing and merging precincts consistent with the 2023 Caddo Parish Commission Districts and enumerating the constituent precincts respectively comprising the commission districts; and

WHEREAS, the Caddo Parish Commission desires to amend Ordinance No. 6342 of 2023 for the purpose of correcting several technical errors contained therein.

WHEREAS, the Caddo Parish Commission is required by law to reapportion its districts pursuant to the findings of the 2020 Federal U.S. Census;

WHEREAS, the districts shall be reapportioned to meet applicable state and federal guidelines.

WHEREAS, the Caddo Parish Commission Redistricting Ordinance No. 6310 of 2023 was adopted on February 23, 2023;

WHEREAS, all governing bodies with districts in Caddo Parish have completed redistricting based on the 2020 U.S. Census;

WHEREAS, the Caddo Parish Commission is merging and re-naming precincts to facilitate voting and to reduce the number of precincts and polling places throughout the parish; and

NOW, THEREFORE, BE IT ORDAINED by the Caddo Parish Commission in due, regular, and legal session convened that the Caddo Parish Commission does hereby establish 128 Precincts which, in total, shall comprise the whole of Caddo Parish, Louisiana.

SECTION 1:

There are hereby established one hundred and twenty-eight (128) Precincts for the Parish of Caddo, the boundaries, territories, and designations of which are as follows:

1-1	1-12	2-9	3-8	4-10	5-11	7-1	8-2	9-4	10-2	11-4	12-5
1-2	1-13	2-10	3-9	5-1	6-1	7-2	8-3	9-5	10-3	11-5	12-6
1-3	1-14	2-11	4-1	5-2	6-2	7-3	8-4	9-6	10-4	11-6	12-7
1-4	2-1	2-12	4-2	5-3	6-3	7-4	8-5	9-7	10-5	11-7	12-8
1-5	2-2	3-1	4-3	5-4	6-4	7-5	8-6	9-8	10-6	11-8	12-9
1-6	2-3	3-2	4-4	5-5	6-5	7-6	8-7	9-9	10-7	11-9	12-10
1-7	2-4	3-3	4-5	5-6	6-6	7-7	8-8	9-10	10-8	11-10	12-11
1-8	2-5	3-4	4-6	5-7	6-7	7-8	8-9	9-11	10-9	12-1	
1-9	2-6	3-5	4-7	5-8	6-8	7-9	9-1	9-12	11-1	12-2	
1-10	2-7	3-6	4-8	5-9	6-9	7-10	9-2	9-13	11-2	12-3	
1-11	2-8	3-7	4-9	5-10	6-10	8-1	9-3	10-1	11-3	12-4	

Precinct 1-1

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of the Caddo Parish line and Myrtis Texas Line Road, and proceeding northerly along the Caddo Parish line to unnamed Local road, and proceeding easterly along unnamed Local road to Atlanta Mira Road, and proceeding southerly along Atlanta Mira Road to Tyson Road, and proceeding westerly along Tyson Road to Adcock Road, and proceeding southerly along Adcock Road to Hosston Rodessa Road N, and proceeding southerly along Hosston Rodessa Road North to Mira Myrtis Road, and proceeding westerly along Mira Myrtis Road to North Pine Street, and proceeding northerly along North Pine Street to Myrtis Texas Line Road, and proceeding westerly along Myrtis Texas Line Road to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 1-1: Rodessa Village Hall, 10093 Main Street, Rodessa, Louisiana 71069.

Precinct 1-2

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Adcock Road and Hosston Rodessa Road N, and proceeding easterly along Adcock Road to Tyson Road, and proceeding easterly along Tyson Road to Atlanta Mira Road, and proceeding northerly along Atlanta Mira Road to unnamed Local road, and proceeding westerly along unnamed Local road to the Caddo Parish line, and proceeding easterly along the Caddo Parish line to State Route 2, and proceeding westerly along State Route 2 to Hoston-Plain Dealing Highway, and proceeding westerly along Hoston-Plain Dealing Highway to the Hosston village line, and proceeding northerly along the Hosston village line to Rosedale Street, and proceeding westerly along Rosedale Street to Hosston Rodessa Road S, and proceeding westerly along Hosston Rodessa Road South to Mira Myrtis Road, and proceeding westerly along Mira Myrtis Road to Hosston Rodessa Road N, and proceeding northerly along Hosston Rodessa Road North to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 1-2: Ida Means Community Center, 6955 Cedar Lane, Ida, LA 71044.

Precinct 1-3

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of the Caddo Parish line and nonvisible boundary, and proceeding northerly along the Caddo Parish line to Myrtis Texas Line Road, and proceeding easterly along Myrtis Texas Line Road to North Pine Street, and proceeding southerly along North Pine Street to Louisiana Highway 1, and proceeding southerly along Louisiana Highway 1 to the Vivian town line, and proceeding southerly along the Vivian town line to North Pine Street, and proceeding southerly along North Pine Street to South Pine Street, and proceeding southerly along South Pine Street to Louisiana Highway 1, and proceeding southerly along Louisiana Highway 1 to the Vivian town line, and proceeding southerly along the Vivian town line to Highway 1, and proceeding southerly along Highway 1 to Trees City Road, and proceeding westerly along Trees City Road to shoreline, and proceeding southerly along shoreline to stream/river, and proceeding southerly along stream/river to nonvisible boundary, and proceeding westerly along nonvisible boundary to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 1-3: Vivian Elementary/Middle School, 100 West Kentucky Avenue, Vivian, Louisiana 71082.

Precinct 1-4

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Mira Myrtis Road and Louisiana Highway 1, and proceeding easterly along Mira Myrtis Road to Hosston Rodessa Road S, and proceeding southerly along Hosston Rodessa Road South to Rosedale Street, and proceeding easterly along Rosedale Street to the Hosston village line, and proceeding southerly along the Hosston village line to shoreline, and proceeding westerly along shoreline to nonvisible boundary, and proceeding southerly along nonvisible boundary to powerline, and proceeding westerly along powerline to Black Bayou, and proceeding southerly along Black Bayou to shoreline, and proceeding southerly along shoreline to stream/river, and proceeding southerly along stream/river to Black Bayou, and proceeding westerly along Black Bayou to Belcher Oil City Road, and proceeding westerly along Belcher Oil City Road to Clyde Place-Vivian Road, and proceeding northerly along Clyde Place-Vivian Road to Crawford Road, and proceeding westerly along Crawford Road to State Route 538, and proceeding northerly along State Route 538 to North Market Street, and proceeding northerly along North Market Street to Highway 1, and proceeding northerly along Highway 1 to the Vivian town line, and proceeding northerly along the Vivian town line to Louisiana Highway 1, and proceeding northerly along Louisiana Highway 1 to South Pine Street, and proceeding northerly along South Pine Street to North Pine Street, and proceeding northerly along North Pine Street to the Vivian town line, and proceeding northerly along the Vivian town line to Louisiana Highway 1, and proceeding northerly along Louisiana Highway 1 to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 1-4: North Caddo Shreve Memorial Library, 615 North Pine Street, Vivian, Louisiana 71082.

Precinct 1-5

All of that portion of Caddo Parish bounded and described as follows: All of the region bounded by the Hosston village line.

Physical Location/Address of the Polling Place for Precinct 1-5: Hosston Village Hall, 15669 US Hwy 71, Hosston, Louisiana 71043.

Precinct 1-6

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Black Bayou and Gilliam-Vivian Road, and proceeding northerly along Black Bayou to powerline, and proceeding easterly along powerline to nonvisible boundary, and proceeding northerly along nonvisible boundary to shoreline, and proceeding easterly along shoreline to the Hosston village line, and proceeding southerly along the Hosston village line to Hoston-Plain Dealing Highway, and proceeding easterly along Hoston-Plain Dealing Highway to State Route 2, and proceeding easterly along State Route 2 to the Caddo Parish line, and proceeding southerly along the Caddo Parish line to nonvisible boundary, and proceeding westerly along nonvisible boundary to Belcher River Road, and proceeding westerly along Belcher River Road to the Belcher village line, and proceeding westerly along the Belcher village line to US Highway 71,

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

and proceeding northerly along US Highway 71 to the Gilliam village line, and proceeding westerly along the Gilliam village line to Gilliam-Vivian Road, and proceeding southerly along Gilliam-Vivian Road to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 1-6: Gilliam Village Hall, 12825 Main Street, Gilliam, Louisiana 71029.

Precinct 1-7

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of stream/river and Twelve Mile Bayou, and proceeding easterly along stream/river to shoreline, and proceeding northerly along shoreline to Trees City Road, and proceeding easterly along Trees City Road to North Market Street, and proceeding southerly along North Market Street to State Route 538, and proceeding southerly along State Route 538 to Crawford Road, and proceeding easterly along Crawford Road to Clyde Place-Vivian Road, and proceeding southerly along Clyde Place-Vivian Road to Belcher Oil City Road, and proceeding easterly along Belcher Oil City Road to Black Bayou, and proceeding southerly along Black Bayou to Twelve Mile Bayou, and proceeding northerly along Twelve Mile Bayou to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 1-7: Oil City Community Center, 310 Savage Street, Oil City, Louisiana 71061.

Precinct 1-8

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Black Bayou and Twelve Mile Bayou, and proceeding northerly along Black Bayou to stream/river, and proceeding easterly along stream/river to shoreline, and proceeding northerly along shoreline to Black Bayou, and proceeding northerly along Black Bayou to Gilliam-Vivian Road, and proceeding easterly along Gilliam-Vivian Road to the Gilliam village line, and proceeding southerly along the Gilliam village line to US Highway 71, and proceeding southerly along US Highway 71 to the Belcher village line, and proceeding easterly along the Belcher village line to Belcher River Road, and proceeding easterly along Belcher River Road to nonvisible boundary, and proceeding easterly along nonvisible boundary to the Caddo Parish line, and proceeding southerly along the Caddo Parish line to Interstate 220, and proceeding westerly along Interstate 220 to Twelve Mile Bayou, and proceeding northerly along Twelve Mile Bayou to nonvisible boundary, and proceeding westerly along nonvisible boundary to US Highway 71, and proceeding northerly along US Highway 71 to nonvisible boundary, and proceeding westerly along nonvisible boundary to Twelve Mile Bayou, and proceeding northerly along Twelve Mile Bayou to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 1-8: Belcher Village Hall, 411 Charles Street, Belcher, Louisiana 71004.

Precinct 1-9

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of the Caddo Parish line and powerline, and proceeding northerly along the Caddo Parish line to nonvisible boundary, and proceeding northerly along nonvisible boundary to stream/river, and proceeding northerly along stream/river to Twelve Mile Bayou, and proceeding southerly along Twelve Mile Bayou to powerline, and proceeding westerly along powerline to nonvisible boundary, and proceeding westerly along nonvisible boundary to powerline, and proceeding westerly along powerline to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 1-9: Mooringsport Elementary School, 602 Latimer Street, Mooringsport, Louisiana 71060.

Precinct 1-10

All of that portion of Caddo Parish bounded and described as follows: 1. Beginning at the point of intersection of the Caddo Parish line and Blanchard Furrh Road, and proceeding northerly along the Caddo Parish line to powerline, and proceeding easterly along powerline to nonvisible boundary, and proceeding easterly along nonvisible boundary to Kansas City Southern Railway, and proceeding southerly along Kansas City Southern Railway to railroad, and proceeding southerly along railroad to the Blanchard town line, and proceeding southerly along the Blanchard town line to stream/river, and proceeding southerly along stream/river to Choctaw Bayou, and proceeding easterly along Choctaw Bayou to West Dougherty Avenue, and proceeding westerly along West Dougherty Avenue to Blanchard Furrh Road, and proceeding westerly along Blanchard Furrh Road to the point of beginning. 2. As well as beginning at the point of intersection of nonvisible boundary and stream/river, and proceeding easterly along nonvisible boundary to stream/river, and proceeding westerly along stream/river to the point of beginning. 3. As well as beginning at the point of intersection of nonvisible boundary and stream/river, and proceeding easterly along nonvisible boundary to stream/river, and proceeding westerly along stream/river to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 1-10: Blanchard Elementary School, 402 Birch Avenue, Blanchard, Louisiana 71009.

Precinct 1-11

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of nonvisible boundary and Kansas City Southern Railway, and proceeding easterly along nonvisible boundary to powerline, and proceeding easterly along powerline to Highway 1, and proceeding southerly along Highway 1 to Dixie Blanchard Road, and proceeding southerly along Dixie Blanchard Road to the Blanchard town line, and proceeding southerly along the Blanchard town line to Dixie Blanchard Road, and proceeding southerly along Dixie Blanchard Road to the Blanchard town line, and proceeding southerly along the Blanchard town line to stream/river, and proceeding southerly along stream/river to the Blanchard town line, and proceeding northerly along the Blanchard town line to railroad, and proceeding northerly along railroad to Kansas City Southern Railway, and proceeding northerly along Kansas City Southern Railway to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 1-11: Donnie Bickham Middle School, 7240 Old Mooringsport Road, Shreveport, Louisiana 71107.

Precinct 1-12

All of that portion of Caddo Parish bounded and described as follows: 1. Beginning at the point of intersection of stream/river and Choctaw Bayou, and proceeding northerly along stream/river to the Blanchard town line, and proceeding northerly along the Blanchard town line to Dixie Blanchard Road, and proceeding northerly along Dixie Blanchard Road to the Blanchard town line, and proceeding northerly along the Blanchard town line to Old Mooringsport Road, and proceeding easterly along Old Mooringsport Road to Wasson Road, and proceeding southerly along Wasson Road to the Blanchard town line, and proceeding westerly along the Blanchard town line to Wasson Road, and proceeding southerly along Wasson Road to Tammany Drive, and proceeding easterly along Tammany Drive to stream/river, and proceeding southerly along stream/river to the Blanchard town line, and proceeding southerly along the Blanchard town line to stream/river, and proceeding southerly along stream/river to Choctaw Bayou, and proceeding westerly along Choctaw Bayou to the point of beginning. 2. As well as beginning at the point of intersection of Roy Road and the Blanchard town line, and proceeding northerly along Roy Road to the Blanchard town line, and proceeding easterly along the Blanchard town line to the point of beginning. 3. As well as beginning at the point of intersection of nonvisible boundary and North Market Street, and proceeding easterly along nonvisible boundary to North Market Street, and proceeding easterly along North Market Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 1-12: Blanchard Elementary School, 402 Birch Avenue, Blanchard, Louisiana 71009.

Precinct 1-13

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Wasson Road and Tammany Drive, and proceeding northerly along Wasson Road to the Blanchard town line, and proceeding northerly along the Blanchard town line to Wasson Road, and proceeding easterly along Wasson Road to Old Mooringsport Road, and proceeding easterly along Old Mooringsport Road to the Blanchard town line, and proceeding easterly along the Blanchard town line to Roy Road, and proceeding southerly along Roy Road to the Blanchard town line, and proceeding southerly along the Blanchard town line to Roy Road, and proceeding southerly along Roy Road to Pine Hill Road, and proceeding westerly along Pine Hill Road to stream/river, and proceeding northerly along stream/river to the Blanchard town line, and proceeding northerly along the Blanchard town line to stream/river, and proceeding northerly along stream/river to Tammany Drive, and proceeding westerly along Tammany Drive to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 1-13: Donnie Bickham Middle School, 7240 Old Mooringsport Road, Shreveport, Louisiana 71107.

Precinct 1-14

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of the Caddo Parish line and Paw Paw Bayou, and proceeding northerly along the Caddo Parish line to Blanchard Furrh Road, and proceeding easterly along Blanchard Furrh Road to West Dougherty Avenue, and proceeding easterly along West Dougherty Avenue to Choctaw Bayou, and proceeding southerly along Choctaw Bayou to stream/river, and proceeding northerly along stream/river to South Main Street, and proceeding easterly along South Main Street to Shreveport Blanchard Highway, and proceeding easterly along Shreveport Blanchard Highway to the Blanchard town line, and proceeding easterly along the Blanchard town line to Shreveport Blanchard Highway, and proceeding easterly along Shreveport Blanchard Highway to Bostwick Road, and proceeding southerly along Bostwick Road to North Lakeshore Drive, and proceeding southerly along North Lakeshore Drive to Pine Island Road, and proceeding westerly along Pine Island Road to nonvisible boundary, and proceeding easterly along nonvisible boundary to stream/river, and proceeding westerly along stream/river to nonvisible boundary, and proceeding westerly along nonvisible boundary to the Shreveport city line, and proceeding westerly along the Shreveport city line to Paw Paw Bayou, and proceeding westerly along Paw Paw Bayou to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 1-14: Blanchard Elementary School, 402 Birch Avenue, Blanchard, Louisiana 71009.

Precinct 2-1

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of powerline and Highway 1, and proceeding easterly along powerline to Twelve Mile Bayou, and proceeding southerly along Twelve Mile Bayou to nonvisible boundary, and proceeding southerly along nonvisible boundary to US Highway 71, and proceeding southerly along US Highway 71 to nonvisible boundary, and proceeding southerly along nonvisible boundary to Twelve Mile Bayou, and proceeding southerly along Twelve Mile Bayou to the Shreveport city line, and proceeding northerly along the Shreveport city line to Old Mooringsport Road, and proceeding northerly along Old Mooringsport Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Old Mooringsport Road, and proceeding westerly along Old Mooringsport Road to the Shreveport city line, and proceeding northerly along the Shreveport city line to Lincoln Drive, and proceeding westerly along Lincoln Drive to nonvisible boundary, and proceeding westerly along nonvisible boundary to North Market Street, and proceeding northerly along North Market Street to US Highway 71, and proceeding westerly along US Highway 71 to the Shreveport city line, and proceeding northerly along the Shreveport city line to Highway 71, and proceeding northerly along Highway 71 to the Shreveport city line, and proceeding northerly along Highway 71 to Old Mooringsport Road, and proceeding westerly along Old Mooringsport Road to North Market Street, and proceeding westerly along North Market Street to Highway 1, and proceeding westerly along Highway 1 to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 2-1: Northwood High School Gymnasium, 5939 Old Mooringsport Road, Shreveport, Louisiana 71107.

Precinct 2-2

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of the Blanchard town line and Old Mooringsport Road, and proceeding northerly along the Blanchard town line to Dixie Blanchard Road, and proceeding northerly along Dixie Blanchard Road to Highway 1, and proceeding southerly along Highway 1 to North Market Street, and proceeding easterly along North Market Street to Old Mooringsport Road, and proceeding southerly along Old Mooringsport Road to North Market Street, and proceeding westerly along North Market Street to nonvisible boundary, and proceeding westerly along nonvisible boundary to Old Mooringsport Road, and proceeding westerly along Old Mooringsport Road to the Blanchard town line, and proceeding westerly along the Blanchard town line to Old Mooringsport Road, and proceeding westerly along Old Mooringsport Road to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 2-2: Donnie Bickham Middle School, 7240 Old Mooringsport Road, Shreveport, Louisiana 71107.

Precinct 2-3

All of that portion of Caddo Parish bounded and described as follows: 1. Beginning at the point of intersection of Roy Road and Pine Hill Road, and proceeding northerly along Roy Road to the Blanchard town line, and proceeding northerly along the Blanchard town line to nonvisible boundary, and proceeding easterly along nonvisible boundary to North Market Street, and proceeding westerly along North Market Street to Old Mooringsport Road, and proceeding northerly along Old Mooringsport Road to Highway 71, and proceeding southerly along Highway 71 to the Shreveport city line, and proceeding southerly along the Shreveport city line to Highway 71, and proceeding southerly along Highway 71 to the Shreveport city line, and proceeding southerly along the Shreveport city line to US Highway 71, and proceeding southerly along US Highway 71 to North Market Street, and proceeding westerly along North Market Street to Pine Hill Road, and proceeding westerly along Pine Hill Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Pine Hill Road, and proceeding westerly along Pine Hill Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Pine Hill Road, and proceeding westerly along Pine Hill Road to the point of beginning. 2. As well as beginning at the point of intersection of the Blanchard town line and nonvisible boundary, and proceeding northerly along the Blanchard town line to Old Mooringsport Road, and proceeding easterly along Old Mooringsport Road to nonvisible boundary, and proceeding southerly along nonvisible boundary to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 2-3: Northwood High School Gymnasium, 5939 Old Mooringsport Road, Shreveport, Louisiana 71107.

Precinct 2-4

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of stream/river and South Main Street, and proceeding northerly along stream/river to Pine Hill Road, and proceeding easterly along Pine Hill Road to Roy Road, and proceeding southerly along Roy Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Shreveport Blanchard Highway, and proceeding westerly along Shreveport Blanchard Highway to the Blanchard town line, and proceeding westerly along the Blanchard town line to Shreveport Blanchard Highway, and proceeding westerly along Shreveport Blanchard Highway to South Main Street, and proceeding westerly along South Main Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 2-4: Donnie Bickham Middle School, 7240 Old Mooringsport Road, Shreveport, Louisiana 71107.

Precinct 2-5

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

of Roy Road and the Shreveport city line, and proceeding northerly along Roy Road to Pine Hill Road, and proceeding easterly along Pine Hill Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Pine Hill Road, and proceeding easterly along Pine Hill Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Pine Hill Road, and proceeding easterly along Pine Hill Road to North Market Street, and proceeding easterly along North Market Street to Drive Martin Luther King Drive, and proceeding westerly along Drive Martin Luther King Drive to Montana Street, and proceeding northerly along Montana Street to Hawkins Street, and proceeding westerly along Hawkins Street to Legardy Street, and proceeding southerly along Legardy Street to Thomas East Howard Drive, and proceeding westerly along Thomas East Howard Drive to Audrey Ln, and proceeding southerly along Audrey Ln to Drive Martin Luther King Drive, and proceeding westerly along Drive Martin Luther King Drive to the Shreveport city line, and proceeding northerly along the Shreveport city line to Roy Road, and proceeding northerly along Roy Road to the Shreveport city line, and proceeding northerly along the Shreveport city line to Roy Road, and proceeding northerly along Roy Road to Shreveport Blanchard Highway, and proceeding northerly along Shreveport Blanchard Highway to the Shreveport city line, and proceeding northerly along the Shreveport city line to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 2-5: Southern University (Gymnasium), 3050 Martin Luther King Drive, Shreveport, Louisiana 71107.

Precinct 2-6

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Audrey Ln and Drive Martin Luther King Drive, and proceeding northerly along Audrey Ln to Thomas East Howard Drive, and proceeding easterly along Thomas East Howard Drive to Legardy Street, and proceeding northerly along Legardy Street to Hawkins Street, and proceeding easterly along Hawkins Street to Montana Street, and proceeding southerly along Montana Street to Drive Martin Luther King Drive, and proceeding southerly along Drive Martin Luther King Drive to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 2-6: Pine Grove Elementary School, 1700 Caldwell Street, Shreveport, Louisiana 71107.

Precinct 2-7

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Pine Island Road and nonvisible boundary, and proceeding northerly along Pine Island Road to North Lakeshore Drive, and proceeding northerly along North Lakeshore Drive to Bostwick Road, and proceeding easterly along Bostwick Road to Shreveport Blanchard Highway, and proceeding easterly along Shreveport Blanchard Highway to the Shreveport city line, and proceeding easterly along the Shreveport city line to Shreveport Blanchard Highway, and proceeding southerly along Shreveport Blanchard Highway to Roy Road, and proceeding southerly along Roy Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Roy Road, and proceeding southerly along Roy Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Kansas City Southern Railway, and proceeding easterly along Kansas City Southern Railway to the Shreveport city line, and proceeding easterly along the Shreveport city line to the Shreveport/Lakeview city/census designated place line, and proceeding easterly along the Shreveport/Lakeview city/census designated place line to shoreline, and proceeding easterly along shoreline to Interstate 220, and proceeding southerly along Interstate 220 to stream/river, and proceeding westerly along stream/river to nonvisible boundary, and proceeding northerly along nonvisible boundary to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 2-7: Lakeview Baptist Church, 4520 Tacoma Blvd., Shreveport, Louisiana 71107.

Precinct 2-8

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of the Shreveport city line and Kansas City Southern Railway, and proceeding northerly along the Shreveport city line to Drive Martin Luther King Drive, and proceeding easterly along Drive Martin Luther King Drive to Legardy Street, and proceeding southerly along Legardy Street to Kelsey Street, and proceeding easterly along Kelsey Street to Jackie Robinson Drive, and proceeding southerly along Jackie Robinson Drive to Jamison Street, and proceeding easterly along Jamison Street to Abel Street, and proceeding southerly along Abel Street to Aline Avenue, and proceeding easterly along Aline Avenue to Russell Road, and proceeding southerly along Russell Road to Interstate 220, and proceeding southerly along Interstate 220 to nonvisible boundary, and proceeding southerly along nonvisible boundary to Interstate 220, and proceeding southerly along Interstate 220 to Shreveport Blanchard Highway, and proceeding westerly along Shreveport Blanchard Highway to Interstate 220, and proceeding southerly along Interstate 220 to shoreline, and proceeding westerly along shoreline to the Lakeview/Shreveport census designated place/city line, and proceeding northerly along the Lakeview/Shreveport census designated place/city line to the Shreveport city line, and proceeding westerly along the Shreveport city line to Kansas City Southern Railway, and proceeding westerly along Kansas City Southern Railway to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 2-8: David Raines Center, 1625 David Raines Road, Shreveport, Louisiana 71107.

Precinct 2-9

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Interstate 220 and stream/river, and proceeding northerly along Interstate 220 to Shreveport Blanchard Highway, and proceeding easterly along Shreveport Blanchard Highway to Interstate 220, and proceeding northerly along Interstate 220 to nonvisible boundary, and proceeding northerly along nonvisible boundary to Interstate 220, and proceeding northerly along Interstate 220 to Russell Road, and proceeding northerly along Russell Road to Aline Avenue, and proceeding westerly along Aline Avenue to Abel Street, and proceeding northerly along Abel Street to Jamison Street, and proceeding westerly along Jamison Street to Jackie Robinson Drive, and proceeding northerly along Jackie Robinson Drive to Kelsey Street, and proceeding westerly along Kelsey Street to Legardy Street, and proceeding northerly along Legardy Street to Drive Martin Luther King Drive, and proceeding easterly along Drive Martin Luther King Drive to North Market Street, and proceeding southerly along North Market Street to US Highway 71, and proceeding southerly along US Highway 71 to nonvisible boundary, and proceeding southerly along nonvisible boundary to North Hearne Avenue, and proceeding southerly along North Hearne Avenue to shoreline, and proceeding easterly along shoreline to Cross Bayou, and proceeding southerly along Cross Bayou to stream/river, and proceeding westerly along stream/river to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 2-9: Southern University (Gymnasium), 3050 Martin Luther King Drive, Shreveport, Louisiana 71107.

Precinct 2-10

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of shoreline and Cross Lake Blvd, and proceeding easterly along shoreline to the Shreveport city line, and proceeding westerly along the Shreveport city line to shoreline, and proceeding northerly along shoreline to Cross Bayou, and proceeding northerly along Cross Bayou to Old Blanchard Road, and proceeding easterly along Old Blanchard Road to Blanchard Road, and proceeding southerly along Blanchard Road to nonvisible boundary, and proceeding southerly along nonvisible boundary to Milam Street, and proceeding westerly along Milam Street to Sunset Drive, and proceeding easterly along Sunset Drive to San Jacinto Avenue, and proceeding southerly along San Jacinto Avenue to Lakeshore Drive, and proceeding westerly along Lakeshore Drive to Dilg League Drive, and proceeding westerly along Dilg League Drive to Cross Lake Blvd, and proceeding westerly along Cross Lake Blvd to Cross Lake Cir, and proceeding northerly along Cross Lake Cir to Cross Lake Blvd, and proceeding westerly along Cross Lake Blvd to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 2-10: Judson Fundamental Magnet Elementary School, 3809 Judson Street, Shreveport, Louisiana 71109.

Precinct 2-11

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Cross Bayou and Old Blanchard Road, and proceeding easterly along Cross Bayou to North Hearne Avenue, and proceeding southerly along North Hearne Avenue to Kansas City Southern Railway, and proceeding westerly along Kansas City Southern Railway to Milam Street, and proceeding easterly along Milam Street to nonvisible boundary, and proceeding northerly along nonvisible boundary to Blanchard Road, and proceeding northerly along Blanchard Road to Old Blanchard Road, and proceeding westerly along Old Blanchard Road to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 2-11: J.S. Clark Microsociety Middle School, 351 Hearne Avenue, Shreveport, Louisiana 71103.

Precinct 2-12

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Milam Street and Sunset Drive, and proceeding easterly along Milam Street to Kansas City Southern Railway, and proceeding southerly along Kansas City Southern Railway to North Hearne Avenue, and proceeding southerly along North Hearne Avenue to Lakeshore Drive, and proceeding westerly along Lakeshore Drive to Missouri Avenue, and proceeding northerly along Missouri Avenue to West Maple Street, and proceeding westerly along West Maple Street to Exposition Avenue, and proceeding southerly along Exposition Avenue to Lakeshore Drive, and proceeding westerly along Lakeshore Drive to San Jacinto Avenue, and proceeding northerly along San Jacinto Avenue to Sunset Drive, and proceeding westerly along Sunset Drive to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 2-12: Bilberry Park Community Center, 1902 Alabama Street, Shreveport, Louisiana 71109.

Precinct 3-1

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of nonvisible boundary and North Market Street, and proceeding easterly along nonvisible boundary to Lincoln Drive, and proceeding easterly along Lincoln Drive to the Shreveport city line, and proceeding southerly along the Shreveport city line to Old Mooringsport Road, and proceeding southerly along Old Mooringsport Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Old Mooringsport Road, and proceeding easterly along Old Mooringsport Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Twelve Mile Bayou, and proceeding westerly

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

along Twelve Mile Bayou to shoreline, and proceeding southerly along shoreline to US Highway 71, and proceeding northerly along US Highway 71 to North Market Street, and proceeding northerly along North Market Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 3-1: North Highlands Elementary School, 885 Poleman Road, Shreveport, Louisiana 71107.

Precinct 3-2

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of shoreline and U.S. Highway 71, and proceeding northerly along shoreline to Twelve Mile Bayou, and proceeding easterly along Twelve Mile Bayou to I-220, and proceeding easterly along I-220 to the Caddo Parish line, and proceeding southerly along the Caddo Parish line to I-20, and proceeding westerly along I-20 to Marshall Street, and proceeding northerly along Marshall Street to Crockett Street, and proceeding westerly along Crockett Street to Common Street, and proceeding northerly along Common Street to North Common Street, and proceeding northerly along North Common Street to Cross Bayou, and proceeding easterly along Cross Bayou to North Spring Street, and proceeding northerly along North Spring Street to North Market Street, and proceeding northerly along North Market Street to U.S. Highway 71, and proceeding northerly along U.S. Highway 71 to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 3-2: Cherokee Park Elementary School, 2010 E. Algonquin Trail, Shreveport, Louisiana 71107.

Precinct 3-3

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of nonvisible boundary and North Hearne Avenue, and proceeding northerly along nonvisible boundary to U.S. Highway 71, and proceeding southerly along U.S. Highway 71 to North Market Street, and proceeding southerly along North Market Street to North Spring Street, and proceeding southerly along North Spring Street to Cross Bayou, and proceeding westerly along Cross Bayou to shoreline, and proceeding southerly along shoreline to North Hearne Avenue, and proceeding northerly along North Hearne Avenue to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 3-3: Government Plaza, 505 Travis Street, Shreveport, Louisiana 71101

Precinct 3-4

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Cross Bayou and North Hearne Avenue, and proceeding easterly along Cross Bayou to shoreline, and proceeding northerly along shoreline to Cross Bayou, and proceeding easterly along Cross Bayou to Texas and Pacific Railway, and proceeding southerly along Texas and Pacific Railway to nonvisible boundary, and proceeding westerly along nonvisible boundary to Patzman Street, and proceeding westerly along Patzman Street to North Allen Avenue, and proceeding southerly along North Allen Avenue to Ford Street, and proceeding westerly along Ford Street to nonvisible boundary, and proceeding southerly along nonvisible boundary to Ford Street, and proceeding westerly along Ford Street to North Hearne Avenue, and proceeding northerly along North Hearne Avenue to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 3-4: Academic Recovery and Career Discovery Center, 401 North Holzman Street, Shreveport, Louisiana 71101.

Precinct 3-5

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Ford Street and North Hearne Avenue, and proceeding easterly along Ford Street to nonvisible boundary, and proceeding northerly along nonvisible boundary to Ford Street, and proceeding easterly along Ford Street to North Allen Avenue, and proceeding northerly along North Allen Avenue to Patzman Street, and proceeding easterly along Patzman Street to nonvisible boundary, and proceeding easterly along nonvisible boundary to Texas and Pacific Railway, and proceeding northerly along Texas and Pacific Railway to Cross Bayou, and proceeding easterly along Cross Bayou to North Common Street, and proceeding southerly along North Common Street to Common Street, and proceeding southerly along Common Street to Crockett Street, and proceeding southerly along Crockett Street to Texas Avenue, and proceeding southerly along Texas Avenue to Hope Street, and proceeding westerly along Hope Street to Snow Street, and proceeding westerly along Snow Street to Williamson Street, and proceeding westerly along Williamson Street to unnamed Ramp, and proceeding northerly along unnamed Ramp to Williamson Street, and proceeding northerly along Williamson Street to Pete Harris Drive, and proceeding northerly along Pete Harris Drive to Milam Street, and proceeding westerly along Milam Street to Elder Street, and proceeding southerly along Elder Street to Milam Street, and proceeding westerly along Milam Street to Lewis Pl, and proceeding northerly along Lewis Pl to Milam Street, and proceeding westerly along Milam Street to North Hearne Avenue, and proceeding southerly along North Hearne Avenue to Milam Street, and proceeding westerly along Milam Street to North Hearne Avenue, and proceeding northerly along North Hearne Avenue to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 3-5: Booker T. Washington New Technology High School, 2104 Milam Street, Shreveport, Louisiana 71103.

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

Precinct 3-6

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of North Hearne Avenue and Murphy Street, and proceeding northerly along North Hearne Avenue to Milam Street, and proceeding easterly along Milam Street to North Hearne Avenue, and proceeding northerly along North Hearne Avenue to Milam Street, and proceeding easterly along Milam Street to Lewis Pl, and proceeding southerly along Lewis Pl to Milam Street, and proceeding easterly along Milam Street to Elder Street, and proceeding northerly along Elder Street to Milam Street, and proceeding easterly along Milam Street to Pete Harris Drive, and proceeding southerly along Pete Harris Drive to Williamson Street, and proceeding southerly along Williamson Street to unnamed Ramp, and proceeding southerly along unnamed Ramp to Williamson Street, and proceeding easterly along Williamson Street to Snow Street, and proceeding easterly along Snow Street to Hope Street, and proceeding easterly along Hope Street to Texas Avenue, and proceeding northerly along Texas Avenue to Crockett Street, and proceeding northerly along Crockett Street to Marshall Street, and proceeding southerly along Marshall Street to Interstate 20, and proceeding southerly along Interstate 20 to unnamed Ramp, and proceeding easterly along unnamed Ramp to Line Avenue, and proceeding southerly along Line Avenue to Stoner Avenue, and proceeding westerly along Stoner Avenue to Murphy Street, and proceeding westerly along Murphy Street to Texas Avenue, and proceeding southerly along Texas Avenue to Interstate 20, and proceeding westerly along Interstate 20 to unnamed Ramp, and proceeding northerly along unnamed Ramp to Murphy Street, and proceeding westerly along Murphy Street to Stoner Avenue, and proceeding westerly along Stoner Avenue to Murphy Street, and proceeding westerly along Murphy Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 3-6: Galilee Baptist Church, 1500 Pierre Avenue, Shreveport, Louisiana 71003.

Precinct 3-7

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Interstate 20 and unnamed Ramp, and proceeding northerly along Interstate 20 to the Caddo Parish line, and proceeding easterly along the Caddo Parish line to Bolch Street, and proceeding southerly along Bolch Street to East Washington Street, and proceeding westerly along East Washington Street to Anderson Avenue, and proceeding southerly along Anderson Avenue to Youree Drive, and proceeding northerly along Youree Drive to East Herndon Street, and proceeding westerly along East Herndon Street to Herndon Street, and proceeding westerly along Herndon Street to Centenary Blvd, and proceeding northerly along Centenary Blvd to Lister Street, and proceeding westerly along Lister Street to Gilbert Drive, and proceeding southerly along Gilbert Drive to Herndon Street, and proceeding westerly along Herndon Street to Line Avenue, and proceeding northerly along Line Avenue to unnamed Ramp, and proceeding northerly along unnamed Ramp to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 3-7: E.B. Williams Stoner Hill Elementary Lab School, 2127 C.E. Galloway Blvd., Shreveport, Louisiana 71104.

Precinct 3-8

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Kansas City Southern Railway and Ockley Drive, and proceeding northerly along Kansas City Southern Railway to nonvisible boundary, and proceeding easterly along nonvisible boundary to Southern Avenue, and proceeding northerly along Southern Avenue to Fairfield Avenue, and proceeding northerly along Fairfield Avenue to Interstate 20, and proceeding westerly along Interstate 20 to Texas Avenue, and proceeding northerly along Texas Avenue to Murphy Street, and proceeding easterly along Murphy Street to Stoner Avenue, and proceeding easterly along Stoner Avenue to Line Avenue, and proceeding southerly along Line Avenue to McCormick Street, and proceeding westerly along McCormick Street to Fairfield Avenue, and proceeding southerly along Fairfield Avenue to Dudley Drive, and proceeding westerly along Dudley Drive to Southern Avenue, and proceeding southerly along Southern Avenue to Ockley Drive, and proceeding westerly along Ockley Drive to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 3-8: Mall St. Vincent, 1133 St. Vincent Avenue, Shreveport, Louisiana 71104.

Precinct 3-9

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Centenary Blvd and West Kings Highway, and proceeding northerly along Centenary Blvd to Olive Street, and proceeding westerly along Olive Street to Centenary Blvd, and proceeding northerly along Centenary Blvd to Herndon Street, and proceeding easterly along Herndon Street to East Herndon Street, and proceeding easterly along East Herndon Street to Youree Drive, and proceeding southerly along Youree Drive to Anderson Avenue, and proceeding easterly along Anderson Avenue to East Washington Street, and proceeding easterly along East Washington Street to Bolch Street, and proceeding northerly along Bolch Street to the Caddo Parish line, and proceeding easterly along the Caddo Parish line to Shreveport-Barksdale Highway, and proceeding westerly along Shreveport-Barksdale Highway to Shreveport Barksdale Highway, and proceeding westerly along Shreveport Barksdale Highway to East Kings Highway, and proceeding westerly along East Kings Highway to West Kings Highway, and proceeding westerly along West Kings Highway to the point of beginning.

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

Physical Location/Address of the Polling Place for Precinct 3-9: Shreve City Baptist Church, 2810 Knight Street, Shreveport, Louisiana 71104.

Precinct 4-1

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Line Avenue and Kings Highway, and proceeding northerly along Line Avenue to Wilkinson Street, and proceeding easterly along Wilkinson Street to Highland Avenue, and proceeding northerly along Highland Avenue to Olive Street, and proceeding easterly along Olive Street to Gilbert Drive, and proceeding northerly along Gilbert Drive to Lister Street, and proceeding easterly along Lister Street to Centenary Blvd, and proceeding southerly along Centenary Blvd to Olive Street, and proceeding easterly along Olive Street to Centenary Blvd, and proceeding southerly along Centenary Blvd to West Kings Highway, and proceeding westerly along West Kings Highway to Creswell Avenue, and proceeding southerly along Creswell Avenue to Kings Highway, and proceeding westerly along Kings Highway to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 4-1: C.E. Byrd High School Learning Center, 700 Kings Highway, Shreveport, Louisiana 71104.

Precinct 4-2

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Line Avenue and Wilkinson Street, and proceeding northerly along Line Avenue to Herndon Street, and proceeding easterly along Herndon Street to Gilbert Drive, and proceeding southerly along Gilbert Drive to Olive Street, and proceeding westerly along Olive Street to Highland Avenue, and proceeding southerly along Highland Avenue to Wilkinson Street, and proceeding westerly along Wilkinson Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 4-2: C.E. Byrd High School Learning Center, 700 Kings Highway, Shreveport, Louisiana 71104.

Precinct 4-3

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Line Avenue and Slattery Blvd, and proceeding northerly along Line Avenue to Kings Highway, and proceeding easterly along Kings Highway to Creswell Avenue, and proceeding northerly along Creswell Avenue to West Kings Highway, and proceeding easterly along West Kings Highway to Gilbert Drive, and proceeding southerly along Gilbert Drive to Slattery Blvd, and proceeding westerly along Slattery Blvd to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 4-3: C.E. Byrd High School Learning Center, 700 Kings Highway, Shreveport, Louisiana 71104.

Precinct 4-4

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of West Kings Highway and Gilbert Drive, and proceeding easterly along West Kings Highway to East Kings Highway, and proceeding easterly along East Kings Highway to Atlantic Avenue, and proceeding westerly along Atlantic Avenue to Anniston Avenue, and proceeding northerly along Anniston Avenue to Albany Avenue, and proceeding southerly along Albany Avenue to Fern Avenue, and proceeding northerly along Fern Avenue to Gilbert Drive, and proceeding northerly along Gilbert Drive to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 4-4: Broadmoor Middle Lab School, 441 Atlantic Avenue, Shreveport, Louisiana 71105.

Precinct 4-5

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Ockley Drive and Bayou Pierre, and proceeding northerly along Ockley Drive to Fern Avenue, and proceeding southerly along Fern Avenue to Albany Avenue, and proceeding easterly along Albany Avenue to Anniston Avenue, and proceeding easterly along Anniston Avenue to Atlantic Avenue, and proceeding westerly along Atlantic Avenue to Grover Pl, and proceeding northerly along Grover Pl to Ockley Drive, and proceeding southerly along Ockley Drive to Youree Drive, and proceeding southerly along Youree Drive to Southfield Road, and proceeding westerly along Southfield Road to Pierremont Road, and proceeding westerly along Pierremont Road to Bayou Pierre, and proceeding northerly along Bayou Pierre to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 4-5: Broadmoor Middle Lab School, 441 Atlantic Avenue, Shreveport, Louisiana 71105.

Precinct 4-6

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Shreveport Barksdale Highway and East Kings Highway, and proceeding easterly along Shreveport Barksdale Highway to nonvisible boundary, and proceeding southerly along nonvisible boundary to Reily Ln, and proceeding easterly along Reily Ln to Captain Shreve Drive, and proceeding southerly along

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

Captain Shreve Drive to East Preston Avenue, and proceeding westerly along East Preston Avenue to East Kings Highway, and proceeding northerly along East Kings Highway to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 4-6: Shreve Island Elementary, 836 Sewanee Place, Shreveport, Louisiana 71105.

Precinct 4-7

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Shreveport Barksdale Highway and nonvisible boundary, and proceeding easterly along Shreveport Barksdale Highway to Shreveport-Barksdale Highway, and proceeding easterly along Shreveport-Barksdale Highway to the Caddo Parish line, and proceeding southerly along the Caddo Parish line to East 70th Street, and proceeding westerly along East 70th Street to nonvisible boundary, and proceeding westerly along nonvisible boundary to the Shreveport city line, and proceeding southerly along the Shreveport city line to East 70th Street, and proceeding southerly along East 70th Street to nonvisible boundary, and proceeding northerly along nonvisible boundary to the Shreveport city line, and proceeding westerly along the Shreveport city line to Natural Drn, and proceeding easterly along Natural Drn to the Shreveport city line, and proceeding westerly along the Shreveport city line to Dixie Garden Drive, and proceeding westerly along Dixie Garden Drive to Bayou Drive, and proceeding northerly along Bayou Drive to Captain Shreve Drive, and proceeding northerly along Captain Shreve Drive to Reily Ln, and proceeding northerly along Reily Ln to nonvisible boundary, and proceeding northerly along nonvisible boundary to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 4-7: Shreve Island Elementary, 836 Sewanee Place, Shreveport, Louisiana 71105.

Precinct 4-8

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Line Avenue and Monrovia Street, and proceeding northerly along Line Avenue to Slattery Blvd, and proceeding easterly along Slattery Blvd to Gilbert Drive, and proceeding southerly along Gilbert Drive to Ockley Drive, and proceeding southerly along Ockley Drive to Bayou Pierre, and proceeding southerly along Bayou Pierre to Ockley Drive, and proceeding westerly along Ockley Drive to Monrovia Street, and proceeding westerly along Monrovia Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 4-8: South Highland Elementary/Magnet School, 831 Erie Street, Shreveport, Louisiana 71106.

Precinct 4-9

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Line Avenue and East 70th Street, and proceeding northerly along Line Avenue to Monrovia Street, and proceeding easterly along Monrovia Street to Ockley Drive, and proceeding easterly along Ockley Drive to Bayou Pierre, and proceeding southerly along Bayou Pierre to East 70th Street, and proceeding westerly along East 70th Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 4-9: Broadmoor Middle Laboratory School, 441 Atlantic Avenue, Shreveport, Louisiana 71105.

Precinct 4-10

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of East Kings Highway and East 70th Street, and proceeding northerly along East Kings Highway to East Preston Avenue, and proceeding easterly along East Preston Avenue to Captain Shreve Drive, and proceeding southerly along Captain Shreve Drive to Bayou Drive, and proceeding southerly along Bayou Drive to Dixie Garden Drive, and proceeding easterly along Dixie Garden Drive to the Shreveport city line, and proceeding easterly along the Shreveport city line to Natural Drn, and proceeding southerly along Natural Drn to the Shreveport city line, and proceeding southerly along the Shreveport city line to nonvisible boundary, and proceeding southerly along nonvisible boundary to East 70th Street, and proceeding westerly along East 70th Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 4-10: Haynes Avenue Baptist Church, 610 Haynes Avenue, Shreveport, Louisiana 71105.

Precinct 5-1

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of North Hearne Avenue and Kansas City Southern Railway, and proceeding northerly along North Hearne Avenue to Murphy Street, and proceeding easterly along Murphy Street to Stoner Avenue, and proceeding easterly along Stoner Avenue to Murphy Street, and proceeding easterly along Murphy Street to unnamed Ramp, and proceeding southerly along unnamed Ramp to nonvisible boundary, and proceeding southerly along nonvisible boundary to Texas and Pacific Railway, and proceeding southerly along Texas and Pacific Railway to Kansas City Southern Railway, and proceeding westerly along Kansas City Southern Railway to the point of beginning.

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

Physical Location/Address of the Polling Place for Precinct 5-1: Galilee Baptist Church, 1500 Pierre Avenue, Shreveport, Louisiana 71103.

Precinct 5-2

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Cross Lake Blvd and shoreline, and proceeding easterly along Cross Lake Blvd to Cross Lake Cir, and proceeding southerly along Cross Lake Cir to Cross Lake Blvd, and proceeding easterly along Cross Lake Blvd to Dilg League Drive, and proceeding southerly along Dilg League Drive to Lakeshore Drive, and proceeding northerly along Lakeshore Drive to Arkansas Avenue, and proceeding southerly along Arkansas Avenue to Frederick Street, and proceeding westerly along Frederick Street to nonvisible boundary, and proceeding southerly along nonvisible boundary to Exposition Avenue, and proceeding southerly along Exposition Avenue to Hardy Street, and proceeding westerly along Hardy Street to Hassett Avenue, and proceeding northerly along Hassett Avenue to powerline, and proceeding westerly along powerline to Lakeshore Drive, and proceeding easterly along Lakeshore Drive to nonvisible boundary, and proceeding northerly along nonvisible boundary to shoreline, and proceeding easterly along shoreline to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 5-2: Judson Fundamental Magnet Elementary School, 3809 Judson Street, Shreveport, Louisiana 71109.

Precinct 5-3

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Exposition Avenue and Lakeshore Drive, and proceeding northerly along Exposition Avenue to West Maple Street, and proceeding easterly along West Maple Street to Missouri Avenue, and proceeding southerly along Missouri Avenue to Lakeshore Drive, and proceeding easterly along Lakeshore Drive to North Hearne Avenue, and proceeding northerly along North Hearne Avenue to Kansas City Southern Railway, and proceeding easterly along Kansas City Southern Railway to Texas Avenue, and proceeding southerly along Texas Avenue to Greenwood Road, and proceeding westerly along Greenwood Road to Interstate 20, and proceeding southerly along Interstate 20 to Portland Avenue, and proceeding northerly along Portland Avenue to unnamed Local road, and proceeding westerly along unnamed Local road to North Hearne Avenue, and proceeding northerly along North Hearne Avenue to Frederick Street, and proceeding westerly along Frederick Street to Arkansas Avenue, and proceeding northerly along Arkansas Avenue to Lakeshore Drive, and proceeding westerly along Lakeshore Drive to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 5-3: Bilberry Park Community Center, 1902 Alabama Street, Shreveport, Louisiana 71109.

Precinct 5-4

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Interstate 20 and Kings Highway, and proceeding northerly along Interstate 20 to Greenwood Road, and proceeding easterly along Greenwood Road to Texas Avenue, and proceeding easterly along Texas Avenue to Kansas City Southern Railway, and proceeding easterly along Kansas City Southern Railway to Texas and Pacific Railway, and proceeding northerly along Texas and Pacific Railway to nonvisible boundary, and proceeding northerly along nonvisible boundary to unnamed Ramp, and proceeding northerly along unnamed Ramp to Interstate 20, and proceeding easterly along Interstate 20 to Fairfield Avenue, and proceeding southerly along Fairfield Avenue to Southern Avenue, and proceeding westerly along Southern Avenue to nonvisible boundary, and proceeding westerly along nonvisible boundary to Kansas City Southern Railway, and proceeding southerly along Kansas City Southern Railway to Ockley Drive, and proceeding westerly along Ockley Drive to Street Vincent Avenue, and proceeding southerly along Street Vincent Avenue to Alma Street, and proceeding westerly along Alma Street to Wallace Avenue, and proceeding northerly along Wallace Avenue to Midway Street, and proceeding westerly along Midway Street to Southern Pacific RR, and proceeding northerly along Southern Pacific Railroad to Kings Highway, and proceeding westerly along Kings Highway to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 5-4: Mall St. Vincent, 1133 St. Vincent Avenue, Shreveport, Louisiana 71104.

Precinct 5-5

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of shoreline and South Lakeshore Drive, and proceeding northerly along shoreline to nonvisible boundary, and proceeding southerly along nonvisible boundary to Lakeshore Drive, and proceeding westerly along Lakeshore Drive to powerline, and proceeding easterly along powerline to Hassett Avenue, and proceeding southerly along Hassett Avenue to Hardy Street, and proceeding easterly along Hardy Street to Jewella Avenue, and proceeding southerly along Jewella Avenue to Interstate 20, and proceeding westerly along Interstate 20 to nonvisible boundary, and proceeding northerly along nonvisible boundary to Emory Avenue, and proceeding northerly along Emory Avenue to Emory Street, and proceeding northerly along Emory Street to Greenwood Road, and proceeding westerly along Greenwood Road to Curtis Ln, and proceeding northerly along Curtis Ln to South Lakeshore Drive, and proceeding northerly along South Lakeshore Drive to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 5-5: Atkins Branch of the Shreve Memorial

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

Library, 3704 Greenwood Road, Shreveport, Louisiana 71109.

Precinct 5-6

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Jewella Avenue and Midway Street, and proceeding northerly along Jewella Avenue to Hardy Street, and proceeding easterly along Hardy Street to Exposition Avenue, and proceeding southerly along Exposition Avenue to Greenwood Road, and proceeding easterly along Greenwood Road to Missouri Avenue, and proceeding southerly along Missouri Avenue to Edgar Street, and proceeding easterly along Edgar Street to Velva Avenue, and proceeding southerly along Velva Avenue to Corol Avenue, and proceeding easterly along Corol Avenue to unnamed Ramp, and proceeding easterly along unnamed Ramp to North Hearne Avenue, and proceeding southerly along North Hearne Avenue to Midway Street, and proceeding westerly along Midway Street to Midway Avenue, and proceeding westerly along Midway Avenue to Midway Street, and proceeding westerly along Midway Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 5-6: Fair Park College Prep High School, 3222 Greenwood Road, Shreveport, Louisiana 71109.

Precinct 5-7

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Frederick Street and nonvisible boundary, and proceeding easterly along Frederick Street to North Hearne Avenue, and proceeding southerly along North Hearne Avenue to unnamed Local road, and proceeding easterly along unnamed Local road to Portland Avenue, and proceeding southerly along Portland Avenue to Interstate 20, and proceeding northerly along Interstate 20 to Kings Highway, and proceeding easterly along Kings Highway to Southern Pacific RR, and proceeding southerly along Southern Pacific Railroad to Midway Street, and proceeding westerly along Midway Street to North Hearne Avenue, and proceeding northerly along North Hearne Avenue to unnamed Ramp, and proceeding westerly along unnamed Ramp to Corol Avenue, and proceeding westerly along Corol Avenue to Velva Avenue, and proceeding northerly along Velva Avenue to Edgar Street, and proceeding westerly along Edgar Street to Missouri Avenue, and proceeding northerly along Missouri Avenue to Greenwood Road, and proceeding westerly along Greenwood Road to Exposition Avenue, and proceeding northerly along Exposition Avenue to nonvisible boundary, and proceeding northerly along nonvisible boundary to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 5-7: Queensborough Elementary School, 2701 Catherine Street, Shreveport, Louisiana 71109.

Precinct 5-8

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Midway Street and Jewella Avenue, and proceeding easterly along Midway Street to Midway Avenue, and proceeding easterly along Midway Avenue to Midway Street, and proceeding easterly along Midway Street to Kansas City Southern Railway, and proceeding southerly along Kansas City Southern Railway to Hollywood Avenue, and proceeding westerly along Hollywood Avenue to Texas and Pacific Railway, and proceeding northerly along Texas and Pacific Railway to nonvisible boundary, and proceeding northerly along nonvisible boundary to Jewella Avenue, and proceeding northerly along Jewella Avenue to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 5-8: Werner Park Elementary School, 2715 Corbitt Street, (Corbitt Avenue entrance), Shreveport, Louisiana 71108.

Precinct 5-9

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Kansas City Southern Railway and Corbitt Street, and proceeding northerly along Kansas City Southern Railway to Midway Street, and proceeding easterly along Midway Street to Wallace Avenue, and proceeding southerly along Wallace Avenue to Alma Street, and proceeding easterly along Alma Street to Street Vincent Avenue, and proceeding northerly along Street Vincent Avenue to Ockley Drive, and proceeding easterly along Ockley Drive to Kansas City Southern Railway, and proceeding southerly along Kansas City Southern Railway to Lawhon Street, and proceeding westerly along Lawhon Street to Street Vincent Avenue, and proceeding southerly along Street Vincent Avenue to Clover Street, and proceeding westerly along Clover Street to Linwood Avenue, and proceeding southerly along Linwood Avenue to Corbitt Street, and proceeding westerly along Corbitt Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 5-9: Caddo Heights Math/Science School, 1702 Corbitt Street, Shreveport, Louisiana 71108.

Precinct 5-10

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Kansas City Southern Railway and nonvisible boundary, and proceeding northerly along Kansas City Southern Railway to Ockley Drive, and proceeding easterly along Ockley Drive to Southern Avenue, and proceeding northerly along Southern Avenue to Dudley Drive, and proceeding easterly along Dudley Drive to Fairfield Avenue, and proceeding northerly along Fairfield Avenue to McCormick Street, and proceeding

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

easterly along McCormick Street to Line Avenue, and proceeding southerly along Line Avenue to Monrovia Street, and proceeding westerly along Monrovia Street to Fairfield Avenue, and proceeding northerly along Fairfield Avenue to Lawhon Street, and proceeding westerly along Lawhon Street to nonvisible boundary, and proceeding westerly along nonvisible boundary to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 5-10: Betty Virginia Park Recreation Building, 4010 Line Avenue, Shreveport, Louisiana 71106.

Precinct 5-11

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Kansas City Southern Railway and Hollywood Avenue, and proceeding northerly along Kansas City Southern Railway to Corbitt Street, and proceeding easterly along Corbitt Street to Linwood Avenue, and proceeding northerly along Linwood Avenue to Clover Street, and proceeding easterly along Clover Street to Street Vincent Avenue, and proceeding northerly along Street Vincent Avenue to Lawhon Street, and proceeding easterly along Lawhon Street to Kansas City Southern Railway, and proceeding southerly along Kansas City Southern Railway to Hollywood Avenue, and proceeding westerly along Hollywood Avenue to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 5-11: Caddo Heights Math/Science School, 1702 Corbitt Street, Shreveport, Louisiana 71108.

Precinct 6-1

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Kansas City Southern Railway and nonvisible boundary, and proceeding northerly along Kansas City Southern Railway to nonvisible boundary, and proceeding easterly along nonvisible boundary to Lawhon Street, and proceeding easterly along Lawhon Street to Fairfield Avenue, and proceeding southerly along Fairfield Avenue to Monrovia Street, and proceeding easterly along Monrovia Street to Line Avenue, and proceeding southerly along Line Avenue to Evangeline Pl, and proceeding westerly along Evangeline Pl to Fairfield Avenue, and proceeding northerly along Fairfield Avenue to East 61st Street, and proceeding westerly along East 61st Street to nonvisible boundary, and proceeding southerly along nonvisible boundary to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 6-1: South Highland Elementary School, 831 Erie Street, Shreveport, Louisiana 71106.

Precinct 6-2

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Southern Pacific Railroad and West 70th Street, and proceeding northerly along Southern Pacific Railroad to Hollywood Avenue, and proceeding easterly along Hollywood Avenue to Kansas City Southern Railway, and proceeding southerly along Kansas City Southern Railway to nonvisible boundary, and proceeding westerly along nonvisible boundary to West 68th Street, and proceeding westerly along West 68th Street to Street Vincent Avenue, and proceeding southerly along Street Vincent Avenue to West 68th Street, and proceeding westerly along West 68th Street to Linwood Avenue, and proceeding southerly along Linwood Avenue to West 69th Street, and proceeding westerly along West 69th Street to Wallace Avenue, and proceeding southerly along Wallace Avenue to West 70th Street, and proceeding westerly along West 70th Street to Wyngate Blvd, and proceeding northerly along Wyngate Blvd to West 70th Street, and proceeding westerly along West 70th Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 6-2: Caddo Middle Career and Technology School, 6310 Clift Avenue, Shreveport, Louisiana 71106.

Precinct 6-3

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Kansas City Southern Railway and East 77th Street, and proceeding northerly along Kansas City Southern Railway to nonvisible boundary, and proceeding easterly along nonvisible boundary to East 61st Street, and proceeding easterly along East 61st Street to Fairfield Avenue, and proceeding southerly along Fairfield Avenue to Evangeline Pl, and proceeding easterly along Evangeline Pl to Line Avenue, and proceeding southerly along Line Avenue to nonvisible boundary, and proceeding westerly along nonvisible boundary to East 71st Street, and proceeding westerly along East 71st Street to Fairfield Avenue, and proceeding southerly along Fairfield Avenue to East 77th Street, and proceeding westerly along East 77th Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 6-3: Fairfield Elementary Magnet School, 6215 Fairfield Avenue, Shreveport, Louisiana 71106.

Precinct 6-4

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Southern Pacific Railroad and Texas and Pacific Railway, and proceeding northerly along Southern Pacific Railroad to West 70th Street, and proceeding easterly along West 70th Street to Wyngate Blvd, and proceeding southerly along Wyngate Blvd to West 70th Street, and proceeding easterly along West

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

70th Street to Wallace Avenue, and proceeding southerly along Wallace Avenue to Browning Street, and proceeding westerly along Browning Street to Woodfield Drive, and proceeding southerly along Woodfield Drive to Browning Street, and proceeding westerly along Browning Street to Wyngate Blvd, and proceeding southerly along Wyngate Blvd to Brushy Bayou, and proceeding southerly along Brushy Bayou to Texas and Pacific Railway, and proceeding westerly along Texas and Pacific Railway to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 6-4: Woodlawn Leadership Academy, 7340 Wyngate Blvd., Shreveport, Louisiana 71106.

Precinct 6-5

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Wallace Avenue and Browning Street, and proceeding northerly along Wallace Avenue to West 69th Street, and proceeding easterly along West 69th Street to Linwood Avenue, and proceeding northerly along Linwood Avenue to West 68th Street, and proceeding easterly along West 68th Street to Street Vincent Avenue, and proceeding northerly along Street Vincent Avenue to West 68th Street, and proceeding easterly along West 68th Street to nonvisible boundary, and proceeding easterly along nonvisible boundary to Kansas City Southern Railway, and proceeding southerly along Kansas City Southern Railway to West 75th Street, and proceeding westerly along West 75th Street to Street Vincent Avenue, and proceeding southerly along Street Vincent Avenue to West 80th Street, and proceeding westerly along West 80th Street to Linwood Avenue, and proceeding southerly along Linwood Avenue to Browning Street, and proceeding westerly along Browning Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 6-5: Linwood Public Charter School, 401 West 70th Street, Shreveport, Louisiana 71106.

Precinct 6-6

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Texas and Pacific Railway and Inner Loop Expy, and proceeding northerly along Texas and Pacific Railway to the Shreveport city line, and proceeding northerly along the Shreveport city line to Texas and Pacific Railway, and proceeding northerly along Texas and Pacific Railway to West 70th Street, and proceeding easterly along West 70th Street to Texas and Pacific Railway, and proceeding southerly along Texas and Pacific Railway to Southern Pacific RR, and proceeding southerly along Southern Pacific Railroad to Inner Loop Expy, and proceeding westerly along Inner Loop Expy to Mansfield Road, and proceeding southerly along Mansfield Road to Southside Drive, and proceeding westerly along Southside Drive to Jewella Avenue, and proceeding northerly along Jewella Avenue to Inner Loop Expy, and proceeding westerly along Inner Loop Expy to nonvisible boundary, and proceeding northerly along nonvisible boundary to Inner Loop Expy, and proceeding westerly along Inner Loop Expy to nonvisible boundary, and proceeding westerly along nonvisible boundary to the Shreveport city line, and proceeding westerly along the Shreveport city line to Inner Loop Expy, and proceeding westerly along Inner Loop Expy to nonvisible boundary, and proceeding westerly along nonvisible boundary to Inner Loop Expy, and proceeding westerly along Inner Loop Expy to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 6-6: Westwood Elementary School, 7325 Jewella Avenue, Shreveport, Louisiana 71108.

Precinct 6-7

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Southern Pacific Railroad and Inner Loop Expy, and proceeding northerly along Southern Pacific Railroad to Texas and Pacific Railway, and proceeding easterly along Texas and Pacific Railway to Brushy Bayou, and proceeding southerly along Brushy Bayou to Inner Loop Expy, and proceeding westerly along Inner Loop Expy to nonvisible boundary, and proceeding northerly along nonvisible boundary to Inner Loop Expy, and proceeding westerly along Inner Loop Expy to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 6-7: Southern Hills Elementary School, 9075 Kingston Road, Shreveport, Louisiana 71118.

Precinct 6-8

All of that portion of Caddo County bounded and described as follows: Beginning at the point of intersection of Texas and Pacific Railway and nonvisible boundary, and proceeding northerly along Texas and Pacific Railway to Inner Loop Expy, and proceeding easterly along Inner Loop Expy to nonvisible boundary, and proceeding easterly along nonvisible boundary to Inner Loop Expy, and proceeding easterly along Inner Loop Expy to the Shreveport city line, and proceeding easterly along the Shreveport city line to nonvisible boundary, and proceeding easterly along nonvisible boundary to Inner Loop Expy, and proceeding easterly along Inner Loop Expy to Walker Rd, and proceeding southerly along Walker Rd to Colquitt Rd, and proceeding westerly along Colquitt Rd to the Shreveport city line, and proceeding westerly along the Shreveport city line to Dean Rd, and proceeding northerly along Dean Rd to the Shreveport city line, and proceeding northerly along the Shreveport city line to Dean Rd, and proceeding northerly along Dean Rd to nonvisible boundary, and proceeding westerly along nonvisible boundary to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 6-8: Southwood High School, 9000 Walker Road, Shreveport, Louisiana 71118.

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

Precinct 7-3

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Interstate 220 and Interstate 20, and proceeding northerly along Interstate 220 to the Shreveport city line, and proceeding easterly along the Shreveport city line to Ratcliff Road, and proceeding northerly along Ratcliff Road to nonvisible boundary, and proceeding northerly along nonvisible boundary to Interstate 220, and proceeding northerly along Interstate 220 to the Shreveport city line, and proceeding northerly along the Shreveport city line to Interstate 220, and proceeding northerly along Interstate 220 to stream/river, and proceeding easterly along stream/river to shoreline, and proceeding southerly along shoreline to the Shreveport city line, and proceeding westerly along the Shreveport city line to shoreline, and proceeding southerly along shoreline to South Lakeshore Drive, and proceeding southerly along South Lakeshore Drive to Curtis Ln, and proceeding southerly along Curtis Ln to Greenwood Road, and proceeding easterly along Greenwood Road to Emory Street, and proceeding southerly along Emory Street to Emory Avenue, and proceeding southerly along Emory Avenue to nonvisible boundary, and proceeding southerly along nonvisible boundary to Interstate 20, and proceeding westerly along Interstate 20 to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 7-3: Praise Temple Full Gospel Baptist Cathedral, 4725 Greenwood Road, Shreveport, Louisiana 71109.

Precinct 7-4

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Interstate 20 and Interstate 220, and proceeding easterly along Interstate 20 to nonvisible boundary, and proceeding southerly along nonvisible boundary to Curtis Ln, and proceeding southerly along Curtis Ln to Street Louis Avenue, and proceeding easterly along Street Louis Avenue to Kennedy Drive, and proceeding southerly along Kennedy Drive to Illinois Avenue, and proceeding easterly along Illinois Avenue to Robert Street, and proceeding southerly along Robert Street to Hollywood Avenue, and proceeding westerly along Hollywood Avenue to nonvisible boundary, and proceeding westerly along nonvisible boundary to Inner Loop Expy, and proceeding northerly along Inner Loop Expy to Interstate 220, and proceeding northerly along Interstate 220 to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 7-4: Oak Park Elementary/Middle School, 4331 Henry Street, Shreveport, Louisiana 71109.

Precinct 7-5

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Curtis Ln and Street Louis Avenue, and proceeding northerly along Curtis Ln to nonvisible boundary, and proceeding northerly along nonvisible boundary to Interstate 20, and proceeding easterly along Interstate 20 to Broadway Avenue, and proceeding southerly along Broadway Avenue to Hollywood Avenue, and proceeding westerly along Hollywood Avenue to Robert Street, and proceeding northerly along Robert Street to Illinois Avenue, and proceeding westerly along Illinois Avenue to Kennedy Drive, and proceeding northerly along Kennedy Drive to Street Louis Avenue, and proceeding westerly along Street Louis Avenue to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 7-5: Oak Park Elementary/Middle School, 4331 Henry Street, Shreveport, Louisiana 71109.

Precinct 7-6

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Broadway Avenue and Powell Street, and proceeding northerly along Broadway Avenue to Interstate 20, and proceeding easterly along Interstate 20 to Jewella Avenue, and proceeding southerly along Jewella Avenue to nonvisible boundary, and proceeding southerly along nonvisible boundary to Texas and Pacific Railway, and proceeding southerly along Texas and Pacific Railway to nonvisible boundary, and proceeding northerly along nonvisible boundary to Tinker Street, and proceeding northerly along Tinker Street to Powell Street, and proceeding westerly along Powell Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 7-6: Morning Star Baptist Church, 5340 Jewella Avenue, Shreveport, Louisiana 71109.

Precinct 7-7

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of nonvisible boundary and Inner Loop Expy, and proceeding easterly along nonvisible boundary to Hollywood Avenue, and proceeding northerly along Hollywood Avenue to Broadway Avenue, and proceeding southerly along Broadway Avenue to Powell Street, and proceeding easterly along Powell Street to Tinker Street, and proceeding southerly along Tinker Street to nonvisible boundary, and proceeding southerly along nonvisible boundary to Texas and Pacific Railway, and proceeding southerly along Texas and Pacific Railway to the Shreveport city line, and proceeding northerly along the Shreveport city line to Meriwether Road, and proceeding northerly along Meriwether Road to West 70th Street, and proceeding northerly along West 70th Street to Inner Loop Expy, and proceeding northerly along Inner Loop Expy to the point of beginning.

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

Physical Location/Address of the Polling Place for Precinct 7-7: Morning Star Baptist Church, 5340 Jewella Avenue, Shreveport, Louisiana 71109.

Precinct 7-8

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Texas and Pacific Railway and West 70th Street, and proceeding northerly along Texas and Pacific Railway to Hollywood Avenue, and proceeding easterly along Hollywood Avenue to Southern Pacific RR, and proceeding southerly along Southern Pacific Railroad to West 70th Street, and proceeding westerly along West 70th Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 7-8: Sunset Acres Elementary School, 6514 W. Canal Boulevard, Shreveport, Louisiana 71108.

Precinct 7-9

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of West 70th Street and Texas and Pacific Railway, and proceeding easterly along West 70th Street to Southern Pacific RR, and proceeding southerly along Southern Pacific Railroad to Texas and Pacific Railway, and proceeding westerly along Texas and Pacific Railway to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 7-9: Westwood Elementary School, 7325 Jewella Avenue, Shreveport, Louisiana 71108.

Precinct 7-10

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Moseley Street and Scott Street, and proceeding northerly along Moseley Street to Buncombe Road, and proceeding northerly along Buncombe Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Buncombe Road, and proceeding easterly along Buncombe Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Buncombe Road, and proceeding easterly along Buncombe Road to West 70th Street, and proceeding easterly along West 70th Street to Meriwether Road, and proceeding southerly along Meriwether Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Texas and Pacific Railway, and proceeding southerly along Texas and Pacific Railway to nonvisible boundary, and proceeding easterly along nonvisible boundary to Dean Road, and proceeding southerly along Dean Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to West Bert Kouns Industrial Loop, and proceeding westerly along West Bert Kouns Industrial Loop to the Shreveport city line, and proceeding westerly along the Shreveport city line to West Bert Kouns Industrial Loop, and proceeding westerly along West Bert Kouns Industrial Loop to Flournoy Lucas Road, and proceeding northerly along Flournoy Lucas Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Flournoy Lucas Road, and proceeding westerly along Flournoy Lucas Road to Pines Road, and proceeding northerly along Pines Road to Masters Drive, and proceeding westerly along Masters Drive to Cerromar Beach Drive, and proceeding southerly along Cerromar Beach Drive to Hobbs Drive, and proceeding southerly along Hobbs Drive to Roosevelt Drive, and proceeding southerly along Roosevelt Drive to Scott Street, and proceeding westerly along Scott Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 7-10: Huntington High School, 6801 Raspberry Lane, Shreveport, Louisiana 71129.

Precinct 8-1

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Ockley Drive and Youree Drive, and proceeding northerly along Ockley Drive to Grover PI, and proceeding southerly along Grover PI to Atlantic Avenue, and proceeding easterly along Atlantic Avenue to East Kings Highway, and proceeding southerly along East Kings Highway to Carrollton Avenue, and proceeding westerly along Carrollton Avenue to Youree Drive, and proceeding northerly along Youree Drive to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 8-1: A.C. Steere Elementary 4009 Youree Drive, Shreveport, Louisiana 71105.

Precinct 8-2

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Carrollton Avenue and Youree Drive, and proceeding easterly along Carrollton Avenue to East Kings Highway, and proceeding southerly along East Kings Highway to Southfield Road, and proceeding westerly along Southfield Road to nonvisible boundary, and proceeding northerly along nonvisible boundary to Southfield Road, and proceeding westerly along Southfield Road to Youree Drive, and proceeding northerly along Youree Drive to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 8-2: Broadmoor Middle Lab School, 441 Atlantic Avenue, Shreveport, Louisiana 71105.

Precinct 8-3

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Pierremont Road and Bayou Pierre, and proceeding easterly along Pierremont Road to Southfield Road, and proceeding easterly along Southfield Road to nonvisible boundary, and proceeding southerly along nonvisible boundary to Southfield Road, and proceeding easterly along Southfield Road to East Kings Highway, and proceeding southerly along East Kings Highway to East 70th Street, and proceeding westerly along East 70th Street to Bayou Pierre, and proceeding northerly along Bayou Pierre to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 8-3: Youree Drive Middle School, 6008 Youree Drive, Shreveport, Louisiana 71105.

Precinct 8-4

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of East 70th Street and Bayou Pierre, and proceeding easterly along East 70th Street to Youree Drive, and proceeding southerly along Youree Drive to East Bert Kouns Industrial Loop, and proceeding westerly along East Bert Kouns Industrial Loop to the Shreveport city line, and proceeding southerly along the Shreveport city line to East Bert Kouns Industrial Loop, and proceeding southerly along East Bert Kouns Industrial Loop to the Shreveport city line, and proceeding southerly along the Shreveport city line to Bayou Pierre, and proceeding westerly along Bayou Pierre to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 8-4: University Elementary School, 9900 Smitherman Drive, Shreveport, Louisiana 71115.

Precinct 8-5

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of nonvisible boundary and Line Avenue, and proceeding easterly along nonvisible boundary to Millicent Way, and proceeding easterly along Millicent Way to nonvisible boundary, and proceeding easterly along nonvisible boundary to Bayou Pierre, and proceeding southerly along Bayou Pierre to East Bert Kouns Industrial Loop, and proceeding southerly along East Bert Kouns Industrial Loop to Ellerbe Road, and proceeding northerly along Ellerbe Road to Line Avenue, and proceeding northerly along Line Avenue to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 8-5: Cedar Grove Branch Shreve Memorial Library, 8303 Line Avenue, Shreveport, Louisiana 71106.

Precinct 8-6

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of East 70th Street and Youree Drive, and proceeding easterly along East 70th Street to East Kings Highway, and proceeding southerly along East Kings Highway to East Harts Island Road, and proceeding easterly along East Harts Island Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to East Kings Highway, and proceeding southerly along East Kings Highway to Jackson Square Blvd, and proceeding westerly along Jackson Square Blvd to Jackson Square Pl, and proceeding westerly along Jackson Square Pl to Pomeroy Drive, and proceeding northerly along Pomeroy Drive to Grover Pl, and proceeding westerly along Grover Pl to India Drive, and proceeding westerly along India Drive to Youree Drive, and proceeding northerly along Youree Drive to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 8-6: University Elementary School, 9900 Smitherman Drive, Shreveport, Louisiana 71115.

Precinct 8-7

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of East Bert Kouns Industrial Loop and the Shreveport city line, and proceeding northerly along East Bert Kouns Industrial Loop to Millicent Way, and proceeding easterly along Millicent Way to Brunswick Drive, and proceeding southerly along Brunswick Drive to Sophia Ln, and proceeding easterly along Sophia Ln to Village Green Drive, and proceeding westerly along Village Green Drive to Galway Drive, and proceeding easterly along Galway Drive to Smitherman Drive, and proceeding northerly along Smitherman Drive to Stratmore Drive, and proceeding easterly along Stratmore Drive to Youree Drive, and proceeding southerly along Youree Drive to East Flornoy Lucas Road, and proceeding westerly along East Flornoy Lucas Road to Texas and Pacific Railway, and proceeding westerly along Texas and Pacific Railway to the Shreveport city line, and proceeding westerly along the Shreveport city line to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 8-7: University Elementary School, 9900 Smitherman Drive, Shreveport, Louisiana 71115.

Precinct 8-8

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of East Bert Kouns Industrial Loop and Millicent Way, and proceeding easterly along East Bert Kouns Industrial Loop to Youree Drive, and proceeding southerly along Youree Drive to Stratmore Drive, and proceeding westerly along Stratmore Drive to Smitherman Drive, and proceeding southerly along

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

Precinct 9-4

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Bert Kouns Industrial Loop and Linwood Avenue, and proceeding easterly along Bert Kouns Industrial Loop to West Bert Kouns Industrial Loop, and proceeding easterly along West Bert Kouns Industrial Loop to East Bert Kouns Industrial Loop, and proceeding easterly along East Bert Kouns Industrial Loop to the Shreveport city line, and proceeding easterly along the Shreveport city line to Bayou Pierre, and proceeding southerly along Bayou Pierre to the Shreveport city line, and proceeding easterly along the Shreveport city line to Bayou Pierre, and proceeding easterly along Bayou Pierre to East Fournoy Lucas Road, and proceeding southerly along East Fournoy Lucas Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to East Fournoy Lucas Road, and proceeding westerly along East Fournoy Lucas Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to East Fournoy Lucas Road, and proceeding westerly along East Fournoy Lucas Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Fournoy Lucas Road, and proceeding westerly along Fournoy Lucas Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Fournoy Lucas Road, and proceeding westerly along the Shreveport city line to Fournoy Lucas Road, and proceeding westerly along the Shreveport city line to Fournoy Lucas Road, and proceeding westerly along Fournoy Lucas Road to Linwood Avenue, and proceeding northerly along Linwood Avenue to the Shreveport city line, and proceeding northerly along the Shreveport city line to Linwood Avenue, and proceeding northerly along Linwood Avenue to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 9-4: Ellerbe Road United Methodist Church, 10130 Ellerbe Church Road, Shreveport, Louisiana 71106

Precinct 9-5

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of shoreline and Boggy Bayou, and proceeding northerly along shoreline to nonvisible boundary, and proceeding easterly along nonvisible boundary to Jann Drive, and proceeding easterly along Jann Drive to Linwood Avenue, and proceeding northerly along Linwood Avenue to the Shreveport city line, and proceeding northerly along the Shreveport city line to Linwood Avenue, and proceeding northerly along Linwood Avenue to the Shreveport city line, and proceeding northerly along the Shreveport city line to Linwood Avenue, and proceeding northerly along Linwood Avenue to Fournoy Lucas Road, and proceeding easterly along Fournoy Lucas Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Fournoy Lucas Road, and proceeding easterly along Fournoy Lucas Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Fournoy Lucas Road, and proceeding easterly along Fournoy Lucas Road to Interstate 49, and proceeding southerly along Interstate 49 to the Caddo Parish line, and proceeding northerly along the Caddo Parish line to nonvisible boundary, and proceeding northerly along nonvisible boundary to Boggy Bayou, and proceeding northerly along Boggy Bayou to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 9-5: Faith Baptist Church, 10525 Linwood Avenue, Shreveport, Louisiana 71106.

Precinct 9-6

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Fournoy Lucas Road and Interstate 49, and proceeding easterly along Fournoy Lucas Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to East Fournoy Lucas Road, and proceeding easterly along East Fournoy Lucas Road to the Shreveport city line, and proceeding easterly along East Fournoy Lucas Road to East Fournoy Lucas Road, and proceeding easterly along East Fournoy Lucas Road to Kansas City Southern Railway, and proceeding southerly along Kansas City Southern Railway to railroad, and proceeding southerly along railroad to the Shreveport city line, and proceeding westerly along the Shreveport city line to Overton Brooks Road, and proceeding westerly along Overton Brooks Road to Wallace Lake Road, and proceeding southerly along Wallace Lake Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Wallace Lake Road, and proceeding southerly along Wallace Lake Road to the Shreveport city line, and proceeding southerly along Wallace Lake Road to nonvisible boundary, and proceeding southerly along nonvisible boundary to the Caddo Parish line, and proceeding northerly along the Caddo Parish line to Interstate 49, and proceeding northerly along Interstate 49 to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 9-6: Grace Community United Methodist Church, 9400 Ellerbe Road, Shreveport, Louisiana 71106.

Precinct 9-7

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of East Fournoy Lucas Road and Kansas City Southern Railway, and proceeding easterly along East Fournoy Lucas Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to East Fournoy Lucas Road, and proceeding easterly along East Fournoy Lucas Road to Ellerbe Road, and proceeding southerly along Ellerbe Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Ellerbe Road, and proceeding southerly along Ellerbe Road to Norris Ferry Road, and proceeding westerly along Norris Ferry Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Overton Brooks Road, and proceeding westerly along Overton Brooks

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to railroad, and proceeding northerly along railroad to Kansas City Southern Railway, and proceeding northerly along Kansas City Southern Railway to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 9-7: Ellerbe Road United Methodist Church, 10130 Ellerbe Church Road, Shreveport, Louisiana 71106.

Precinct 9-8

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of East Flournoy Lucas Road and Ellerbe Road, and proceeding northerly along East Flournoy Lucas Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to East Flournoy Lucas Road, and proceeding easterly along East Flournoy Lucas Road to Youree Drive, and proceeding southerly along Youree Drive to State Route 1, and proceeding southerly along State Route 1 to Leonard Road, and proceeding westerly along Leonard Road to the Shreveport city line, and proceeding northerly along the Shreveport city line to Overton Brooks Road, and proceeding westerly along Overton Brooks Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Norris Ferry Road, and proceeding northerly along Norris Ferry Road to Ellerbe Road, and proceeding northerly along Ellerbe Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Ellerbe Road, and proceeding northerly along Ellerbe Road to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 9-8: Grace Community United Methodist Church, 9400 Ellerbe Road, Shreveport, Louisiana 71106.

Precinct 9-9

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of the Shreveport city line and unnamed Local road, and proceeding northerly along the Shreveport city line to Wallace Lake Road, and proceeding northerly along Wallace Lake Road to Southern Loop, and proceeding easterly along Southern Loop to the Shreveport city line, and proceeding easterly along the Shreveport city line to Southern Loop, and proceeding easterly along Southern Loop to the Shreveport city line, and proceeding southerly along the Shreveport city line to Norris Ferry Road, and proceeding southerly along Norris Ferry Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Southern Trace Pkwy, and proceeding westerly along Southern Trace Pkwy to Longfellow Trace, and proceeding northerly along Longfellow Trace to Chenier Pt, and proceeding westerly along Chenier Pt to Southern Trace Pkwy, and proceeding westerly along Southern Trace Pkwy to Southern Trace Pkwy N, and proceeding westerly along Southern Trace Pkwy North to unnamed Local road, and proceeding westerly along unnamed Local road to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 9-9: Norris Ferry Community Church, 10509 Norris Ferry Road, Shreveport, Louisiana 71106.

Precinct 9-10

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of nonvisible boundary and the Caddo Parish line, and proceeding easterly along nonvisible boundary to Wallace Lake Road, and proceeding northerly along Wallace Lake Road to the Shreveport city line, and proceeding northerly along the Shreveport city line to unnamed Local road, and proceeding easterly along unnamed Local road to Southern Trace Pkwy N, and proceeding easterly along Southern Trace Pkwy North to Southern Trace Pkwy, and proceeding easterly along Southern Trace Pkwy to Chenier Pt, and proceeding northerly along Chenier Pt to Longfellow Trace, and proceeding southerly along Longfellow Trace to Southern Trace Pkwy, and proceeding easterly along Southern Trace Pkwy to the Shreveport city line, and proceeding southerly along the Shreveport city line to Norris Ferry Road, and proceeding southerly along Norris Ferry Road to Willow Ridge Road, and proceeding westerly along Willow Ridge Road to Mary Ellen Road, and proceeding southerly along Mary Ellen Road to Cypress Gardens Road, and proceeding southerly along Cypress Gardens Road to nonvisible boundary, and proceeding southerly along nonvisible boundary to the Caddo Parish line, and proceeding northerly along the Caddo Parish line to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 9-10: Norris Ferry Community Church, 10509 Norris Ferry Road, Shreveport, Louisiana 71106.

Precinct 9-11

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Wallace Lake Road and Southern Loop, and proceeding northerly along Wallace Lake Road to the Shreveport city line, and proceeding northerly along the Shreveport city line to Wallace Lake Road, and proceeding northerly along Wallace Lake Road to Overton Brooks Road, and proceeding easterly along Overton Brooks Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to railroad, and proceeding southerly along railroad to the Shreveport city line, and proceeding southerly along the Shreveport city line to railroad, and proceeding southerly along railroad to the Caddo Parish line, and proceeding westerly along the Caddo Parish line to nonvisible boundary, and proceeding northerly along nonvisible boundary to Cypress Gardens Road, and proceeding northerly along Cypress Gardens Road to Mary Ellen Road, and proceeding northerly along Mary Ellen Road to Willow Ridge Road, and proceeding easterly along Willow Ridge Road to Norris Ferry Road, and proceeding northerly along Norris Ferry Road

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

to the Shreveport city line, and proceeding northerly along the Shreveport city line to Norris Ferry Road, and proceeding northerly along Norris Ferry Road to the Shreveport city line, and proceeding northerly along the Shreveport city line to Southern Loop, and proceeding westerly along Southern Loop to the Shreveport city line, and proceeding westerly along the Shreveport city line to Southern Loop, and proceeding westerly along Southern Loop to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 9-11: Norris Ferry Community Church, 10509 Norris Ferry Road, Shreveport, Louisiana 71106.

Precinct 9-12

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of the Shreveport city line and railroad, and proceeding easterly along the Shreveport city line to Overton Brooks Road, and proceeding easterly along Overton Brooks Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Overton Brooks Road, and proceeding easterly along Overton Brooks Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Ellerbe Road, and proceeding southerly along Ellerbe Road to White Springs Road, and proceeding southerly along White Springs Road to the Caddo Parish line, and proceeding westerly along the Caddo Parish line to railroad, and proceeding northerly along railroad to the Shreveport city line, and proceeding northerly along the Shreveport city line to railroad, and proceeding northerly along railroad to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 9-12: Ellerbe Road Baptist Church, 10705 Ellerbe Road, Shreveport, Louisiana 71106.

Precinct 9-13

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Leonard Road and the Shreveport city line, and proceeding easterly along Leonard Road to Youree Drive, and proceeding southerly along Youree Drive to Tones Bayou, and proceeding easterly along Tones Bayou to nonvisible boundary, and proceeding northerly along nonvisible boundary to stream/river, and proceeding easterly along stream/river to nonvisible boundary, and proceeding easterly along nonvisible boundary to the Caddo Parish line, and proceeding westerly along the Caddo Parish line to White Springs Road, and proceeding northerly along White Springs Road to Ellerbe Road, and proceeding westerly along Ellerbe Road to the Shreveport city line, and proceeding northerly along the Shreveport city line to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 9-13: LSU Pecan Station, 10300 Harts Island Road, Shreveport, Louisiana 71115.

Precinct 10-1

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Line Avenue and Rainbow Drive, and proceeding northerly along Line Avenue to East 70th Street, and proceeding easterly along East 70th Street to McArthur Drive, and proceeding southerly along McArthur Drive to Palestine Street, and proceeding westerly along Palestine Street to Gideon Street, and proceeding southerly along Gideon Street to Rebecca Street, and proceeding westerly along Rebecca Street to Rainbow Drive, and proceeding westerly along Rainbow Drive to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 10-1: Caddo Middle Magnet School, 7635 Cornelious Lane, Shreveport, Louisiana 71106.

Precinct 10-2

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Rainbow Drive and Line Avenue, and proceeding easterly along Rainbow Drive to Rebecca Street, and proceeding easterly along Rebecca Street to Gideon Street, and proceeding northerly along Gideon Street to Palestine Street, and proceeding easterly along Palestine Street to McArthur Drive, and proceeding northerly along McArthur Drive to East 70th Street, and proceeding easterly along East 70th Street to Bayou Pierre, and proceeding southerly along Bayou Pierre to nonvisible boundary, and proceeding westerly along nonvisible boundary to Millicent Way, and proceeding westerly along Millicent Way to nonvisible boundary, and proceeding westerly along nonvisible boundary to Line Avenue, and proceeding northerly along Line Avenue to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 10-2: Cedar Grove Branch Shreve Memorial Library, 8303 Line Avenue, Shreveport, Louisiana 71106.

Precinct 10-3

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Wyngate Blvd and Brushy Bayou, and proceeding northerly along Wyngate Blvd to Browning Street, and proceeding easterly along Browning Street to Woodfield Drive, and proceeding northerly along Woodfield Drive to Browning Street, and proceeding easterly along Browning Street to Linwood Avenue, and proceeding northerly along Linwood Avenue to West 80th Street, and proceeding easterly along West 80th Street to Street Vincent Avenue, and proceeding northerly along Street Vincent Avenue to West 75th

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

Street, and proceeding easterly along West 75th Street to Kansas City Southern Railway, and proceeding southerly along Kansas City Southern Railway to Texas and Pacific Railway, and proceeding westerly along Texas and Pacific Railway to Brushy Bayou, and proceeding northerly along Brushy Bayou to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 10-3: Linwood Public Charter Middle School, 401 West 70th Street, Shreveport, Louisiana 71106.

Precinct 10-4

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of East 77th Street and Kansas City Southern Railway, and proceeding easterly along East 77th Street to Fairfield Avenue, and proceeding northerly along Fairfield Avenue to East 71st Street, and proceeding easterly along East 71st Street to nonvisible boundary, and proceeding easterly along nonvisible boundary to Line Avenue, and proceeding southerly along Line Avenue to Ellerbe Road, and proceeding southerly along Ellerbe Road to East Bert Kouns Industrial Loop, and proceeding westerly along East Bert Kouns Industrial Loop to Kansas City Southern Railway, and proceeding northerly along Kansas City Southern Railway to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 10-4: 81st Street ECE Center, 8108 Fairfield Avenue, Shreveport, Louisiana 71106.

Precinct 10-5

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Kingston Road and Mount Zion Road, and proceeding northerly along Kingston Road to nonvisible boundary, and proceeding southerly along nonvisible boundary to Inner Loop Expy, and proceeding easterly along Inner Loop Expy to Brushy Bayou, and proceeding northerly along Brushy Bayou to Texas and Pacific Railway, and proceeding easterly along Texas and Pacific Railway to Kansas City Southern Railway, and proceeding southerly along Kansas City Southern Railway to East Bert Kouns Industrial Loop, and proceeding westerly along East Bert Kouns Industrial Loop to West Bert Kouns Industrial Loop, and proceeding westerly along West Bert Kouns Industrial Loop to Bert Kouns Industrial Loop, and proceeding westerly along Bert Kouns Industrial Loop to Brushy Bayou, and proceeding northerly along Brushy Bayou to Mount Zion Road, and proceeding westerly along Mount Zion Road to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 10-5: Calvary Baptist Church, 9333 Linwood Avenue, Shreveport, Louisiana 71106.

Precinct 10-6

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Mansfield Road and West Bert Kouns Industrial Loop, and proceeding northerly along Mansfield Road to Inner Loop Expy, and proceeding easterly along Inner Loop Expy to Kingston Road, and proceeding southerly along Kingston Road to Mount Zion Road, and proceeding easterly along Mount Zion Road to Brushy Bayou, and proceeding southerly along Brushy Bayou to West Bert Kouns Industrial Loop, and proceeding westerly along West Bert Kouns Industrial Loop to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 10-6: Christ United Methodist Church, 1204 Crabapple Drive, Shreveport, Louisiana 71118.

Precinct 10-7

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Mansfield Road and Baird Road, and proceeding northerly along Mansfield Road to West Bert Kouns Industrial Loop, and proceeding easterly along West Bert Kouns Industrial Loop to Blom Boulevard, and proceeding southerly along Blom Boulevard to Crabapple Drive, and proceeding westerly along Crabapple Drive to Baird Road, and proceeding westerly along Baird Road to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 10-7: Ridgewood Middle School, 2001 Ridgewood Drive, Shreveport, Louisiana 71118.

Precinct 10-8

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Blom Boulevard and Crabapple Drive, and proceeding northerly along Blom Boulevard to West Bert Kouns Industrial Loop, and proceeding easterly along West Bert Kouns Industrial Loop to Kingston Road, and proceeding southerly along Kingston Road to Crabapple Drive, and proceeding westerly along Crabapple Drive to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 10-8: Ridgewood Middle School, 2001 Ridgewood Drive, Shreveport, Louisiana 71118.

Precinct 10-9

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Kingston Road and Countryside Drive, and proceeding northerly along Kingston Road to West Bert Kouns Industrial Loop, and proceeding easterly along West Bert Kouns Industrial Loop to Bert Kouns Industrial Loop, and proceeding easterly along Bert Kouns Industrial Loop to Linwood Avenue, and proceeding southerly along Linwood Avenue to the Shreveport city line, and proceeding southerly along the Shreveport city line to Linwood Avenue, and proceeding southerly along Linwood Avenue to the Shreveport city line, and proceeding southerly along the Shreveport city line to Linwood Avenue, and proceeding southerly along the Shreveport city line to Linwood Avenue, and proceeding southerly along Linwood Avenue to Jann Drive, and proceeding westerly along Jann Drive to nonvisible boundary, and proceeding westerly along nonvisible boundary to shoreline, and proceeding northerly along shoreline to Brushy Bayou, and proceeding northerly along Brushy Bayou to Flournoy Lucas Road, and proceeding westerly along Flournoy Lucas Road to Overlook Drive, and proceeding southerly along Overlook Drive to nonvisible boundary, and proceeding westerly along nonvisible boundary to Fairlawn Drive, and proceeding westerly along Fairlawn Drive to Wesso Cir, and proceeding southerly along Wesso Cir to Countryside Drive, and proceeding westerly along Countryside Drive to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 10-9: Southern Hills Elementary School, 9075 Kingston Road, Shreveport, Louisiana 71118.

Precinct 11-1

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Shirley Francis Road and Greenwood Springridge Road, and proceeding easterly along Shirley Francis Road to the Greenwood town line, and proceeding easterly along the Greenwood town line to Shirley Francis Road, and proceeding easterly along Shirley Francis Road to the Greenwood town line, and proceeding easterly along the Greenwood town line to the Greenwood/Shreveport town/city line, and proceeding easterly along the Greenwood/Shreveport town/city line to the Shreveport city line, and proceeding easterly along the Shreveport city line to Shirley Francis Road, and proceeding easterly along Shirley Francis Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Shirley Francis Road, and proceeding easterly along Shirley Francis Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Woolworth Road, and proceeding southerly along Woolworth Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Woolworth Road, and proceeding southerly along Woolworth Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Woolworth Road, and proceeding southerly along the Shreveport city line to Woolworth Road, and proceeding southerly along the Shreveport city line to Woolworth Road, and proceeding southerly along Woolworth Road to powerline, and proceeding westerly along powerline to Greenwood Springridge Road, and proceeding northerly along Greenwood Springridge Road to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 11-1: Walnut Hill Elementary/Middle School, 9360 Woolworth Road, Shreveport, Louisiana 71129.

Precinct 11-2

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of West Bert Kouns Industrial Loop and Woolworth Road, and proceeding southerly along West Bert Kouns Industrial Loop to the Shreveport city line, and proceeding southerly along the Shreveport city line to Woolworth Road, and proceeding easterly along Woolworth Road to Bert Kouns Industrial Loop, and proceeding southerly along Bert Kouns Industrial Loop to the Shreveport city line, and proceeding easterly along the Shreveport city line to West Bert Kouns Industrial Loop, and proceeding easterly along West Bert Kouns Industrial Loop to stream/river, and proceeding southerly along stream/river to McGoldrick Drive, and proceeding northerly along McGoldrick Drive to nonvisible boundary, and proceeding northerly along nonvisible boundary to West Bert Kouns Industrial Loop, and proceeding easterly along West Bert Kouns Industrial Loop to Texas and Pacific Railway, and proceeding southerly along Texas and Pacific Railway to Boggy Bayou, and proceeding westerly along Boggy Bayou to stream/river, and proceeding westerly along stream/river to Boggy Bayou, and proceeding westerly along Boggy Bayou to Woolworth Road, and proceeding northerly along Woolworth Road to the Shreveport city line, and proceeding northerly along the Shreveport city line to Woolworth Road, and proceeding northerly along Woolworth Road to the Shreveport city line, and proceeding northerly along the Shreveport city line to Woolworth Road, and proceeding northerly along Woolworth Road to the Shreveport city line, and proceeding northerly along the Shreveport city line to Woolworth Road, and proceeding northerly along the Shreveport city line to Woolworth Road, and proceeding northerly along Woolworth Road to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 11-2: Walnut Hill Elementary/Middle School, 9360 Woolworth Road, Shreveport, Louisiana 71129.

Precinct 11-3

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Colquitt Road and Texas and Pacific Railway, and proceeding easterly along Colquitt Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Colquitt Road, and proceeding easterly along Colquitt Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Colquitt Road, and proceeding easterly along Colquitt Road to Mansfield Road, and

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

proceeding southerly along Mansfield Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Mansfield Road, and proceeding southerly along Mansfield Road to Boggy Bayou, and proceeding westerly along Boggy Bayou to the Shreveport city line, and proceeding westerly along the Shreveport city line to Boggy Bayou, and proceeding westerly along Boggy Bayou to nonvisible boundary, and proceeding westerly along nonvisible boundary to Boggy Bayou, and proceeding westerly along Boggy Bayou to nonvisible boundary, and proceeding southerly along nonvisible boundary to Boggy Bayou, and proceeding westerly along Boggy Bayou to Texas and Pacific Railway, and proceeding northerly along Texas and Pacific Railway to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 11-3: Summerfield Elementary School, 3131 Ardis Taylor Drive, Shreveport, Louisiana 71118.

Precinct 11-4

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Stonehaven Drive and the Shreveport city line, and proceeding northerly along Stonehaven Drive to Cherryfield Drive, and proceeding easterly along Cherryfield Drive to Windbrooke Drive, and proceeding northerly along Windbrooke Drive to Prestwick Drive, and proceeding westerly along Prestwick Drive to Stonehaven Drive, and proceeding northerly along Stonehaven Drive to Baird Road, and proceeding easterly along Baird Road to Crabapple Drive, and proceeding easterly along Crabapple Drive to Poinsettia Drive, and proceeding southerly along Poinsettia Drive to Mountain Brook Drive, and proceeding easterly along Mountain Brook Drive to Hillsboro Drive, and proceeding southerly along Hillsboro Drive to Runningbrook Drive, and proceeding westerly along Runningbrook Drive to Hallmark Drive, and proceeding easterly along Hallmark Drive to Hillsboro Drive, and proceeding southerly along Hillsboro Drive to the Shreveport city line, and proceeding westerly along the Shreveport city line to Williamson Way, and proceeding westerly along Williamson Way to the Shreveport city line, and proceeding westerly along the Shreveport city line to Williamson Way, and proceeding westerly along Williamson Way to the Shreveport city line, and proceeding westerly along the Shreveport city line to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 11-4: Hamilton-South Caddo Branch, Shreve Memorial Library, 2111 Bert Kouns Industrial Loop, Shreveport, Louisiana 71118.

Precinct 11-5

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of railroad and stream/river, and proceeding northerly along railroad to Southern Pacific RR, and proceeding northerly along Southern Pacific Railroad to Baird Road, and proceeding easterly along Baird Road to Stonehaven Drive, and proceeding southerly along Stonehaven Drive to Prestwick Drive, and proceeding easterly along Prestwick Drive to Windbrooke Drive, and proceeding southerly along Windbrooke Drive to Cherryfield Drive, and proceeding westerly along Cherryfield Drive to Stonehaven Drive, and proceeding southerly along Stonehaven Drive to the Shreveport city line, and proceeding easterly along the Shreveport city line to Williamson Way, and proceeding easterly along Williamson Way to the Shreveport city line, and proceeding easterly along the Shreveport city line to Williamson Way, and proceeding easterly along Williamson Way to the Shreveport city line, and proceeding easterly along the Shreveport city line to Hillsboro Drive, and proceeding northerly along Hillsboro Drive to Hallmark Drive, and proceeding westerly along Hallmark Drive to Runningbrook Drive, and proceeding easterly along Runningbrook Drive to Hillsboro Drive, and proceeding northerly along Hillsboro Drive to Mountain Brook Drive, and proceeding westerly along Mountain Brook Drive to Poinsettia Drive, and proceeding northerly along Poinsettia Drive to Crabapple Drive, and proceeding easterly along Crabapple Drive to Kingston Road, and proceeding southerly along Kingston Road to Countryside Drive, and proceeding easterly along Countryside Drive to Wesso Cir, and proceeding northerly along Wesso Cir to Fairlawn Drive, and proceeding easterly along Fairlawn Drive to nonvisible boundary, and proceeding easterly along nonvisible boundary to Overlook Drive, and proceeding northerly along Overlook Drive to Flournoy Lucas Road, and proceeding easterly along Flournoy Lucas Road to Brushy Bayou, and proceeding southerly along Brushy Bayou to shoreline, and proceeding southerly along shoreline to Boggy Bayou, and proceeding southerly along Boggy Bayou to shoreline, and proceeding northerly along shoreline to Boggy Bayou, and proceeding westerly along Boggy Bayou to stream/river, and proceeding westerly along stream/river to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 11-5: Hamilton-South Caddo Branch, Shreve Memorial Library, 2111 Bert Kouns Industrial Loop, Shreveport, Louisiana 71118.

Precinct 11-6

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Woolworth Road and Colquitt Road, and proceeding northerly along Woolworth Road to Boggy Bayou, and proceeding easterly along Boggy Bayou to stream/river, and proceeding easterly along stream/river to Colquitt Road, and proceeding southerly along Colquitt Road to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 11-6: Grawood Baptist Church Gymnasium, 5841 Colquitt Road, Keithville, Louisiana 71047.

Precinct 11-7

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Colquitt Road and powerline, and proceeding easterly along Colquitt Road to stream/river, and proceeding easterly along stream/river to Boggy Bayou, and proceeding easterly along Boggy Bayou to nonvisible boundary, and proceeding northerly along nonvisible boundary to Boggy Bayou, and proceeding easterly along Boggy Bayou to nonvisible boundary, and proceeding easterly along nonvisible boundary to Boggy Bayou, and proceeding easterly along Boggy Bayou to the Shreveport city line, and proceeding easterly along the Shreveport city line to Boggy Bayou, and proceeding easterly along Boggy Bayou to Mansfield Road, and proceeding southerly along Mansfield Road to Old Mansfield Road, and proceeding southerly along Old Mansfield Road to Keithville Springridge Road, and proceeding westerly along Keithville Springridge Road to powerline, and proceeding northerly along powerline to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 11-7: Grawood Baptist Church Gymnasium, 5841 Colquitt Road, Keithville, Louisiana 71047.

Precinct 11-8

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of powerline and the Caddo Parish line, and proceeding northerly along powerline to Keithville Springridge Road, and proceeding easterly along Keithville Springridge Road to Old Mansfield Road, and proceeding northerly along Old Mansfield Road to Mansfield Road, and proceeding northerly along Mansfield Road to the Shreveport city line, and proceeding northerly along the Shreveport city line to Mansfield Road, and proceeding northerly along Mansfield Road to Baird Road, and proceeding easterly along Baird Road to Southern Pacific RR, and proceeding southerly along Southern Pacific Railroad to railroad, and proceeding southerly along railroad to stream/river, and proceeding easterly along stream/river to Boggy Bayou, and proceeding easterly along Boggy Bayou to shoreline, and proceeding easterly along shoreline to Boggy Bayou, and proceeding southerly along Boggy Bayou to shoreline, and proceeding easterly along shoreline to Boggy Bayou, and proceeding easterly along Boggy Bayou to nonvisible boundary, and proceeding southerly along nonvisible boundary to the Caddo Parish line, and proceeding westerly along the Caddo Parish line to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 11-8: Keithville Elementary/Middle School, 12201 Mansfield Road, Keithville, Louisiana 71047.

Precinct 11-9

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of the Caddo Parish line and Four Forks Road, and proceeding northerly along the Caddo Parish line to powerline, and proceeding easterly along powerline to Woolworth Road, and proceeding southerly along Woolworth Road to Colquitt Road, and proceeding westerly along Colquitt Road to Greenwood Springridge Road, and proceeding southerly along Greenwood Springridge Road to Four Forks Road, and proceeding westerly along Four Forks Road to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 11-9: Providence Road Baptist Church, 11708 Providence Road, Shreveport, LA 71129.

Precinct 11-10

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Four Forks Road and the Caddo Parish line, and proceeding northerly along Four Forks Road to Greenwood Springridge Road, and proceeding northerly along Greenwood Springridge Road to Colquitt Road, and proceeding easterly along Colquitt Road to powerline, and proceeding southerly along powerline to the Caddo Parish line, and proceeding southerly along the Caddo Parish line to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 11-10: Caddo Fire District #4, Central Station, 8240 Colquitt Road, Keithville, Louisiana 71047.

Precinct 12-1

All of that portion of Caddo Parish bounded and described as follows: 1. Beginning at the point of intersection of Paw Paw Bayou and the Caddo Parish line, and proceeding easterly along Paw Paw Bayou to the Shreveport city line, and proceeding easterly along the Shreveport city line to stream/river, and proceeding easterly along stream/river to nonvisible boundary, and proceeding easterly along nonvisible boundary to stream/river, and proceeding easterly along stream/river to nonvisible boundary, and proceeding easterly along nonvisible boundary to stream/river, and proceeding easterly along stream/river to the Shreveport city line, and proceeding southerly along the Shreveport city line to Page Bayou, and proceeding southerly along Page Bayou to Jefferson Paige Road, and proceeding westerly along Jefferson Paige Road to stream/river, and proceeding northerly along stream/river to Cross Bayou, and proceeding westerly along Cross Bayou to Highway 80, and proceeding westerly along Highway 80 to US Highway 80, and proceeding westerly along US Highway 80 to Highway 80, and proceeding westerly along Highway 80 to the Caddo Parish line, and proceeding northerly along the Caddo Parish line to the point of beginning. 2. As well as all of the region bounded by unnamed Local road.

Physical Location/Address of the Polling Place for Precinct 12-1: West Shreveport Shreve Memorial Library, 4380 Pines Road, Shreveport, Louisiana 71119.

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

Precinct 12-2

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Page Bayou and Jefferson Paige Road, and proceeding easterly along Page Bayou to the Shreveport city line, and proceeding northerly along the Shreveport city line to stream/river, and proceeding northerly along stream/river to South Lakeshore Drive, and proceeding easterly along South Lakeshore Drive to the Shreveport city line, and proceeding southerly along the Shreveport city line to South Lakeshore Drive, and proceeding southerly along South Lakeshore Drive to the Shreveport city line, and proceeding easterly along the Shreveport city line to South Lakeshore Drive, and proceeding southerly along South Lakeshore Drive to the Shreveport city line, and proceeding southerly along the Shreveport city line to South Lakeshore Drive, and proceeding easterly along South Lakeshore Drive to the Shreveport city line, and proceeding easterly along South Lakeshore Drive to Pines Road, and proceeding southerly along Pines Road to Yarborough Road, and proceeding easterly along Yarborough Road to Parkwood Drive, and proceeding southerly along Parkwood Drive to nonvisible boundary, and proceeding southerly along nonvisible boundary to Judy Ln, and proceeding southerly along Judy Ln to Jefferson Paige Road, and proceeding westerly along Jefferson Paige Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Jefferson Paige Road, and proceeding westerly along Jefferson Paige Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Jefferson Paige Road, and proceeding westerly along Jefferson Paige Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Pines Road, and proceeding northerly along Pines Road to Jefferson Paige Road, and proceeding westerly along Jefferson Paige Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Jefferson Paige Road, and proceeding westerly along Jefferson Paige Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Jefferson Paige Road, and proceeding westerly along Jefferson Paige Road to the Shreveport city line, and proceeding westerly along Jefferson Paige Road to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 12-2: Western Hills Baptist Church, 4153 Pines Road, Shreveport, Louisiana 71119.

Precinct 12-3

All of that portion of Caddo Parish bounded and described as follows: 1. Beginning at the point of intersection of Cross Bayou and Highway 80, and proceeding easterly along Cross Bayou to stream/river, and proceeding southerly along stream/river to Jefferson Paige Road, and proceeding southerly along Jefferson Paige Road to Greenwood Road, and proceeding westerly along Greenwood Road to Highway 80, and proceeding westerly along Highway 80 to US Highway 80, and proceeding westerly along US Highway 80 to Highway 80, and proceeding westerly along Highway 80 to the Greenwood town line, and proceeding westerly along the Greenwood town line to US Highway 80, and proceeding westerly along US Highway 80 to Highway 80, and proceeding northerly along Highway 80 to the point of beginning. 2. Except for all of the region bounded by unnamed Local road.

Physical Location/Address of the Polling Place for Precinct 12-3: Greenwood Multi-Purpose Center, 6978 Howell Street, Greenwood, Louisiana 71033.

Precinct 12-4

All of that portion of Caddo Parish bounded and described as follows: 1. Beginning at the point of intersection of Jefferson Paige Road and Greenwood Road, and proceeding northerly along Jefferson Paige Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Jefferson Paige Road, and proceeding easterly along Jefferson Paige Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Jefferson Paige Road, and proceeding easterly along the Shreveport city line to Jefferson Paige Road, and proceeding easterly along Jefferson Paige Road to Pines Road, and proceeding southerly along Pines Road to Santa Monica Blvd, and proceeding westerly along Santa Monica Blvd to Inwood Road, and proceeding northerly along Inwood Road to Santa Monica Drive, and proceeding westerly along Santa Monica Drive to Santa Monica Blvd, and proceeding westerly along Santa Monica Blvd to Anne Lovelace Drive, and proceeding southerly along Anne Lovelace Drive to Calderwood Drive, and proceeding westerly along Calderwood Drive to Greenwood Road, and proceeding westerly along Greenwood Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Greenwood Road, and proceeding westerly along Greenwood Road to Bert Kouns Industrial Loop, and proceeding southerly along Bert Kouns Industrial Loop to Interstate 20, and proceeding westerly along Interstate 20 to railroad, and proceeding westerly along railroad to the Greenwood town line, and proceeding westerly along the Greenwood town line to Greenwood Road, and proceeding easterly along Greenwood Road to the point of beginning. 2. Except for beginning at the point of intersection of nonvisible boundary and stream/river, and proceeding easterly along nonvisible boundary to the Shreveport city line, and proceeding northerly along the Shreveport city line to stream/river, and proceeding southerly along stream/river to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 12-4: The Police/Fire Academy, 6440 Greenwood Road, Shreveport, Louisiana 71119.

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

Precinct 12-5

All of that portion of Caddo Parish bounded and described as follows: 1. Beginning at the point of intersection of Greenwood Road and Bert Kouns Industrial Loop, and proceeding easterly along Greenwood Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Greenwood Road, and proceeding easterly along Greenwood Road to Calderwood Drive, and proceeding northerly along Calderwood Drive to Anne Lovelace Drive, and proceeding northerly along Anne Lovelace Drive to Santa Monica Blvd, and proceeding easterly along Santa Monica Blvd to Santa Monica Drive, and proceeding easterly along Santa Monica Drive to Inwood Road, and proceeding southerly along Inwood Road to Santa Monica Blvd, and proceeding easterly along Santa Monica Blvd to Pines Road, and proceeding southerly along Pines Road to Interstate 20, and proceeding westerly along Interstate 20 to the Shreveport city line, and proceeding westerly along the Shreveport city line to Interstate 20, and proceeding westerly along Interstate 20 to Bert Kouns Industrial Loop, and proceeding northerly along Bert Kouns Industrial Loop to the point of beginning. 2. As well as beginning at the point of intersection of stream/river and nonvisible boundary, and proceeding northerly along stream/river to the Shreveport city line, and proceeding southerly along the Shreveport city line to nonvisible boundary, and proceeding westerly along nonvisible boundary to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 12-5: The Police/Fire Academy, 6440 Greenwood Road, Shreveport, Louisiana 71119.

Precinct 12-6

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Pines Road and Interstate 20, and proceeding northerly along Pines Road to Jefferson Paige Road, and proceeding easterly along Jefferson Paige Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Jefferson Paige Road, and proceeding easterly along Jefferson Paige Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Jefferson Paige Road, and proceeding easterly along Jefferson Paige Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Jefferson Paige Road, and proceeding easterly along Jefferson Paige Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Jefferson Paige Road, and proceeding easterly along Jefferson Paige Road to the Shreveport city line, and proceeding easterly along Jefferson Paige Road to Interstate 220, and proceeding southerly along Interstate 220 to Interstate 20, and proceeding westerly along Interstate 20 to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 12-6: Western Hills Baptist Church, 4153 Pines Road, Shreveport, Louisiana 71119.

Precinct 12-7

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of the Caddo Parish line and powerline, and proceeding northerly along the Caddo Parish line to Highway 80, and proceeding easterly along Highway 80 to US Highway 80, and proceeding easterly along US Highway 80 to Highway 80, and proceeding easterly along Highway 80 to US Highway 80, and proceeding southerly along US Highway 80 to the Greenwood town line, and proceeding easterly along the Greenwood town line to Highway 80, and proceeding easterly along Highway 80 to US Highway 80, and proceeding easterly along US Highway 80 to Highway 80, and proceeding easterly along Highway 80 to Greenwood Road, and proceeding easterly along Greenwood Road to Greenwood Springridge Road, and proceeding southerly along Greenwood Springridge Road to the Greenwood town line, and proceeding southerly along the Greenwood town line to Greenwood Springridge Road, and proceeding southerly along Greenwood Springridge Road to powerline, and proceeding westerly along powerline to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 12-7: Walnut Hill Elementary/Middle School, 9360 Woolworth Road, Shreveport, Louisiana 71129.

Precinct 12-8

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Greenwood Springridge Road and the Greenwood town line, and proceeding northerly along Greenwood Springridge Road to Greenwood Road, and proceeding easterly along Greenwood Road to the Greenwood town line, and proceeding easterly along the Greenwood town line to railroad, and proceeding easterly along railroad to West 70th Street, and proceeding easterly along West 70th Street to West Bert Kouns Industrial Loop, and proceeding southerly along West Bert Kouns Industrial Loop to the Shreveport city line, and proceeding southerly along the Shreveport city line to West Bert Kouns Industrial Loop, and proceeding southerly along West Bert Kouns Industrial Loop to Woolworth Road, and proceeding southerly along Woolworth Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Shirley Francis Road, and proceeding westerly along Shirley Francis Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Shirley Francis Road, and proceeding westerly along Shirley Francis Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to the Shreveport/Greenwood city/town line, and proceeding westerly along the Shreveport/Greenwood city/town line to the Greenwood town line, and proceeding westerly along the Greenwood town line to Shirley Francis Road, and proceeding westerly along Shirley Francis Road to the Greenwood town line, and proceeding westerly along the Greenwood town line to Shirley Francis Road, and proceeding westerly along Shirley Francis Road to the Greenwood town line, and proceeding northerly along the Greenwood

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

town line to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 12-8: Walnut Hill Elementary/Middle School, 9360 Woolworth Road, Shreveport, Louisiana 71129.

Precinct 12-9

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Interstate 20 and railroad, and proceeding easterly along Interstate 20 to the Shreveport city line, and proceeding easterly along the Shreveport city line to Broadacres Road, and proceeding southerly along Broadacres Road to West 70th Street, and proceeding easterly along West 70th Street to nonvisible boundary, and proceeding easterly along nonvisible boundary to Pines Road, and proceeding southerly along Pines Road to Buncombe Road, and proceeding westerly along Buncombe Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Buncombe Road, and proceeding westerly along Buncombe Road to West Bert Kouns Industrial Loop, and proceeding westerly along West Bert Kouns Industrial Loop to the Shreveport city line, and proceeding westerly along the Shreveport city line to Bert Kouns Industrial Loop, and proceeding northerly along Bert Kouns Industrial Loop to Woolworth Road, and proceeding westerly along Woolworth Road to the Shreveport city line, and proceeding northerly along the Shreveport city line to West Bert Kouns Industrial Loop, and proceeding northerly along West Bert Kouns Industrial Loop to the Shreveport city line, and proceeding northerly along the Shreveport city line to West Bert Kouns Industrial Loop, and proceeding northerly along West Bert Kouns Industrial Loop to West 70th Street, and proceeding westerly along West 70th Street to railroad, and proceeding westerly along railroad to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 12-9: Huntington High School, 6801 Rasberry Lane, Shreveport, Louisiana 71129.

Precinct 12-10

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Broadacres Road and West 70th Street, and proceeding northerly along Broadacres Road to Interstate 20, and proceeding easterly along Interstate 20 to Interstate 220, and proceeding southerly along Interstate 220 to Inner Loop Expy, and proceeding southerly along Inner Loop Expy to West 70th Street, and proceeding westerly along West 70th Street to Buncombe Road, and proceeding southerly along Buncombe Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Buncombe Road, and proceeding westerly along Buncombe Road to the Shreveport city line, and proceeding westerly along the Shreveport city line to Buncombe Road, and proceeding westerly along Buncombe Road to Pines Road, and proceeding northerly along Pines Road to nonvisible boundary, and proceeding westerly along nonvisible boundary to West 70th Street, and proceeding westerly along West 70th Street to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 12-10: Huntington High School, 6801 Rasberry Lane, Shreveport, Louisiana 71129.

Precinct 12-11

All of that portion of Caddo Parish bounded and described as follows: Beginning at the point of intersection of Buncombe Road and West Bert Kouns Industrial Loop, and proceeding easterly along Buncombe Road to the Shreveport city line, and proceeding easterly along the Shreveport city line to Buncombe Road, and proceeding northerly along Buncombe Road to Moseley Street, and proceeding southerly along Moseley Street to Scott Street, and proceeding easterly along Scott Street to Roosevelt Drive, and proceeding northerly along Roosevelt Drive to Hobbs Drive, and proceeding easterly along Hobbs Drive to Cerromar Beach Drive, and proceeding easterly along Cerromar Beach Drive to Masters Drive, and proceeding northerly along Masters Drive to Pines Road, and proceeding southerly along Pines Road to Flournoy Lucas Road, and proceeding easterly along Flournoy Lucas Road to the Shreveport city line, and proceeding southerly along the Shreveport city line to Texas and Pacific Railway, and proceeding southerly along Texas and Pacific Railway to West Bert Kouns Industrial Loop, and proceeding westerly along West Bert Kouns Industrial Loop to nonvisible boundary, and proceeding southerly along nonvisible boundary to McGoldrick Drive, and proceeding southerly along McGoldrick Drive to stream/river, and proceeding westerly along stream/river to West Bert Kouns Industrial Loop, and proceeding westerly along West Bert Kouns Industrial Loop to the point of beginning.

Physical Location/Address of the Polling Place for Precinct 12-11: Walnut Hill Elementary/Middle School, 9360 Woolworth Road, Shreveport, Louisiana 71129.

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ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

SECTION 2:

Reapportionment Ordinance No. 6310 of 2023 establishing district boundaries pursuant to the findings of the 2020 Federal U.S. Census, is hereby updated to reflect the merging and renaming of precincts as follows in Caddo Parish for the newly established precincts.

There are hereby established twelve Caddo Parish Commission Districts for the Caddo Parish Commission, the boundaries, territories, and designations of which are as follows:

DISTRICT 1

Precincts: 1-1, 1-2, 1-3, 1-4, 1-5, 1-6, 1-7, 1-8, 1-9, 1-10, 1-11, 1-12, 1-13, 1-14

DISTRICT 2

Precincts: 2-1, 2-2, 2-3, 2-4, 2-5, 2-6, 2-7, 2-8, 2-9, 2-10, 2-11, 2-12

DISTRICT 3

Precincts: 3-1, 3-2, 3-3, 3-4, 3-5, 3-6, 3-7, 3-8, 3-9

DISTRICT 4

Precincts: 4-1, 4-2, 4-3, 4-4, 4-5, 4-6, 4-7, 4-8, 4-9, 4-10

DISTRICT 5

Precincts: 5-1, 5-2, 5-3, 5-4, 5-5, 5-6, 5-7, 5-8, 5-9, 5-10, 5-11

DISTRICT 6

Precincts: 6-1, 6-2, 6-3, 6-4, 6-5, 6-6, 6-7, 6-8, 6-9, 6-10

DISTRICT 7

Precincts: 7-1, 7-2, 7-3, 7-4, 7-5, 7-6, 7-7, 7-8, 7-9, 7-10

DISTRICT 8

Precincts: 8-1, 8-2, 8-3, 8-4, 8-5, 8-6, 8-7, 8-8, 8-9

DISTRICT 9

Precincts: 9-1, 9-2, 9-3, 9-4, 9-5, 9-6, 9-7, 9-8, 9-9, 9-10, 9-11, 9-12, 9-13

DISTRICT 10

Precincts: 10-1, 10-2, 10-3, 10-4, 10-5, 10-6, 10-7, 10-8, 10-9

DISTRICT 11

Precincts: 11-1, 11-2, 11-3, 11-4, 11-5, 11-6, 11-7, 11-8, 11-9, 11-10

DISTRICT 12

Precincts: 12-1, 12-2, 12-3, 12-4, 12-5, 12-6, 12-7, 12-8, 12-9, 12-10, 12-11

SECTION 3:

BE IT FURTHER ORDAINED that a copy of this ordinance shall be submitted to the following:

Secretary of the Senate of the State of Louisiana
Clerk of the House of Representatives of the State of Louisiana
Secretary of State of the State of Louisiana
Commissioner of Elections of the State of Louisiana
Parish of Caddo Registrar of Voters
Parish of Caddo Clerk of Court
Parish of Caddo Voting Machine Warehouse Supervisor
Parish of Caddo Director of Facilities and Maintenance

SECTION 4:

This ordinance shall become effective upon implementation by the Louisiana Secretary of State and the Caddo Parish Registrar of Voters.

ORDINANCE NO. 6397 OF 2023 (ESTABLISH AND MERGE PRECINCTS)

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.

*The forgoing ordinance having been **moved by** _____, **seconded by** _____, that **Ordinance No. _____ of 2023**, amending and re-enacting Ordinance No. 6342 of 2023, merging and re-naming Caddo Parish precincts in the twelve Commission Districts, enumerating the constituent precincts respectively comprising the Commission Districts, be adopted. The results of the Motion, as shown by following roll call vote:*

AYES:

NAYS:

ABSENT:



Cedric Floyd, President & CEO
 P.O. Box 141
 Kenner, LA 70063
 (504) 450-3474



CADDO PARISH 2023 MERGE PRECINCT TABLE

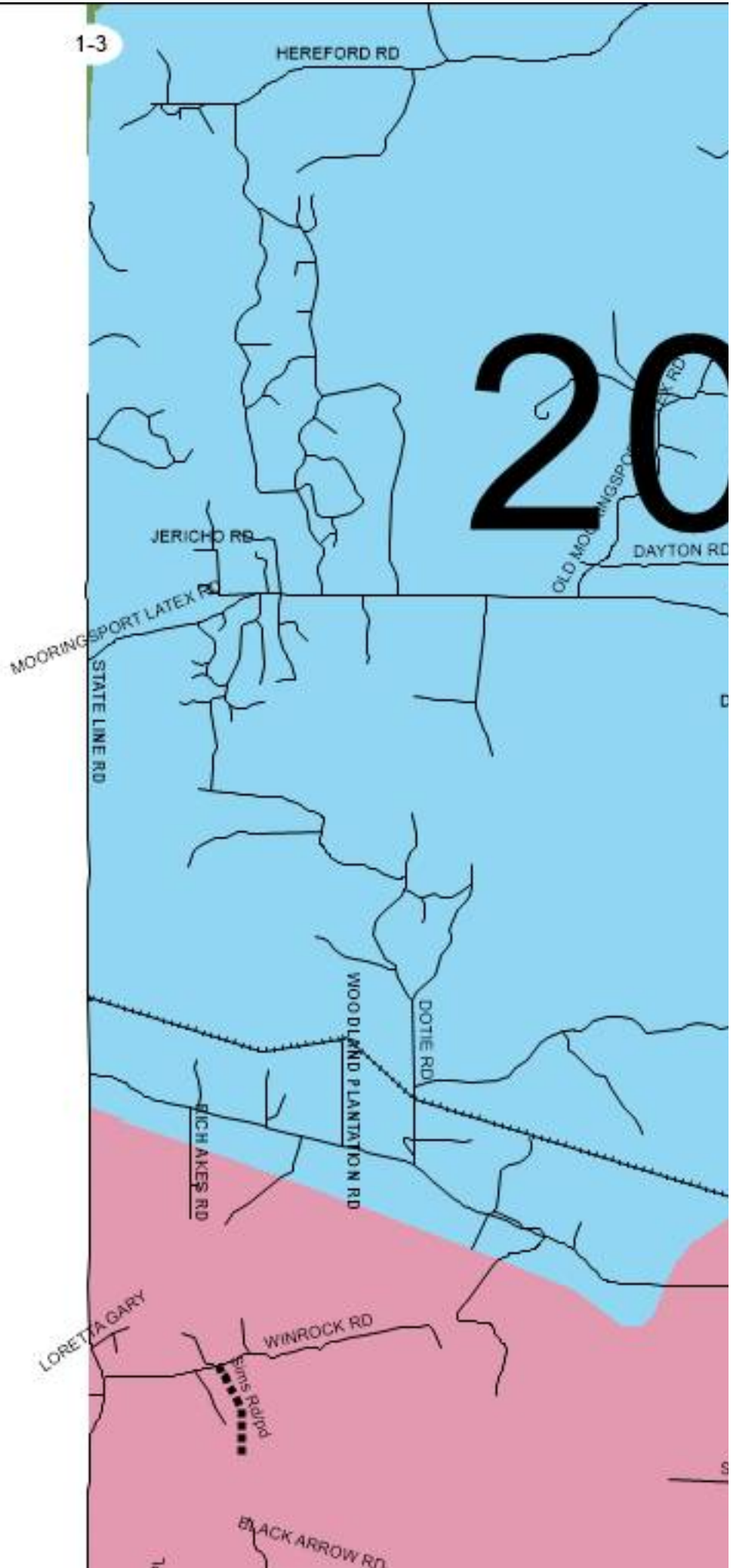
MERGE PRCT	CURRENT PRCT
1-1	149
1-2	146
1-3	143
1-4	144
1-5	151
1-6	145
	154
1-7	142
	156
1-8	155
	140
1-9	157
	139
1-10	136A
1-11	161
1-12	158
1-13	160
1-14	136B
2-1	137
2-2	138
2-3	106
2-4	166
2-5	81
2-6	57
2-7	135
2-8	73
2-9	74
	1
2-10	45
2-11	71
	39
2-12	111
3-1	82
3-2	5B
3-3	5A
3-4	40
3-5	29
3-6	28
	67

MERGE PRCT	CURRENT PRCT
3-7	6
	99
	64
3-8	98
	27
3-9	7
	8
4-1	15
4-2	17
4-3	20
4-4	14
4-5	13
	12
4-6	9
4-7	129
4-8	21
4-9	22
4-10	48
	16
5-1	31
5-2	54
	41
5-3	44
5-4	32
5-5	30
5-6	46
5-7	37
5-8	25
5-9	58
5-10	26
5-11	34
6-1	24
6-2	38
6-3	23
6-4	52
6-5	35
6-6	69
6-7	4

MERGE PRCT	CURRENT PRCT
6-8	62
	65
6-9	90A
	90B
6-10	63
7-1	47
7-2	2
7-3	55
	43
7-4	86
7-5	3
7-6	60
	80
7-7	61
7-8	36
	53
7-9	70
7-10	87
8-1	10
8-2	11
8-3	49A
	49B
8-4	112
	76
8-5	75
8-6	72
8-7	56
8-8	101
8-9	113
9-1	77
9-2	102
9-3	108
9-4	97
9-5	126
9-6	107
9-7	115
9-8	104
9-9	128
9-10	

MERGE PRCT	CURRENT PRCT
9-11	110
9-12	109
9-13	127
10-1	50
10-2	68
10-3	59
10-4	51
10-5	78
	79
10-6	94
10-7	91A
	91B
10-8	92
10-9	93
11-1	163
11-2	88
11-3	89
11-4	103
11-5	95
11-6	66
11-7	123
11-8	125
11-9	162
	105
11-10	132
12-1	134
12-2	83
12-3	165
12-4	122
12-5	
12-6	84
12-7	133
12-8	163
12-9	85
12-10	100
12-11	114
Merge Precincts: 23	
New Precincts: 3	
2023 Total Precincts: 128	

2023





"A 40-Year Full Service Redistricting Company"

November 2, 2023

Sherri Hadskey, Commissioner of Elections
Heather Meyers, Elections Department, Secretary of State
Alise Babin, Elections Department, Secretary of State
Yolanda Dixon, Secretary of the Senate
Michelle Fontenot, Clerk of the House of Representatives
Dale Sibley, Caddo Parish Registrar of Voters
Mike Spence, Caddo Parish Clerk of Court

Re: 2023 Caddo Parish Commission Merge Precinct Plan
Response to Memo-Caddo Precinct Issue and Surveys-10-30-2023

Dear State and Parish Officials:

During the 2023 Caddo Merge Precinct Process, part of Precinct 5B was added to Precinct 5A. The change has been reversed so Precincts 5A and 5B have no modifications from what it is currently. Based on the 2023 Caddo Parish Commission Merge Precinct Plan (Ordinance 6342), Precinct 5B is renamed Precinct 3-2 and Precinct 5A is renamed Precinct 3-3. The adjusted shape files are attached along with the new map showing the new precincts 3-2 and 3-3.

Sincerely,

Cedric Floyd, President
Data Center, LLC

cc: Erica Bryant, CEO, Caddo Parish Commission
Jeff Everson, Clerk, Caddo Parish Commission
Donna Frazier, Parish Attorney

The following resolution was offered by _____ and seconded
by _____ :

RESOLUTION 54

A resolution providing for canvassing the returns and declaring the results of the special election held in Caddo Parish, Louisiana, on Saturday, October 14, 2023, to authorize the levy of a special tax therein.

BE IT RESOLVED by the Caddo Parish Commission (the "Governing Authority"), acting as the governing authority of Caddo Parish, Louisiana (the "Parish"), that:

SECTION 1. Canvass. This Governing Authority does now proceed in open and public session to examine the official tabulations of votes cast at the special election held in Caddo Parish, Louisiana, on Saturday, October 14, 2023, to authorize the levy of a special tax therein, and said Governing Authority does further proceed to examine and canvass the returns and declare the result of the special election.

SECTION 2. Election Results. According to the official certified tabulation of votes cast at said Election, there was a total of **20,857** votes cast **IN FAVOR OF** Proposition and a total of **22,709** votes cast **AGAINST** Proposition, resulting in a majority of **1,852** votes cast **AGAINST** Proposition. The Proposition was therefore duly **DEFEATED** by a majority of the votes cast by the qualified electors voting at the Election.

SECTION 3. Promulgation of Election Result. The results of said election shall be promulgated by publication in the manner provided by law, after receipt from the Secretary of State's office of the actual costs of the election, as required by §18:1292 of the Louisiana Revised Statutes of 1950, as amended.

SECTION 4. Declaration. The foregoing results of the Election are hereby declared by this Governing Authority and shall be published as required by law.

SECTION 5. Procès Verbal. A *Procès Verbal* of the canvass of the returns of said election shall be made and a certified copy thereof shall be forwarded to the Secretary of State, Baton Rouge, Louisiana, who shall record the same in his office; another certified copy thereof shall be forwarded to the Clerk of Court and *Ex-Officio* Recorder of Mortgages in and for the Parish of Caddo, who shall record the same in the Mortgage Records of said Parish; and another copy thereof shall be retained in the archives of this Governing Authority.

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 9th day of November, 2023.

/s/ Jeff Everson
Clerk

/s/ Roy Burrell
President

STATE OF LOUISIANA

PARISH OF CADDO

I, the undersigned Clerk of the Caddo Parish Commission (the "Governing Authority"), the governing authority of Caddo Parish, Louisiana (the "Parish"), do hereby certify that the foregoing pages constitute a true and correct copy of the proceedings and *Procès Verbal* made by said Governing Authority on November 9, 2023, providing for canvassing the returns and declaring the results of the special election held in the Parish on Saturday, October 14, 2023, to authorize the levy of a special tax therein.

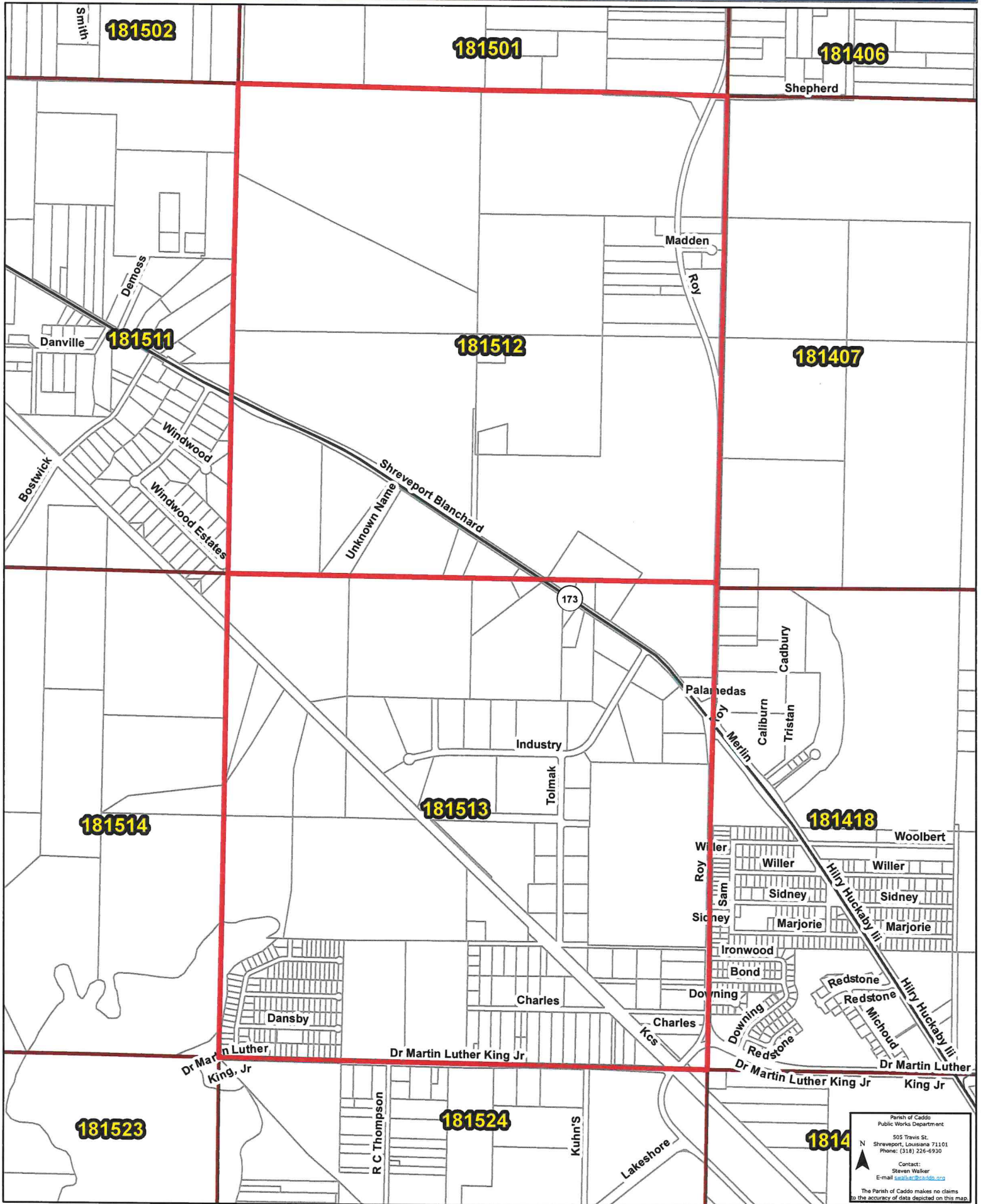
IN FAITH WHEREOF, witness my official signature at Shreveport, Louisiana, on this, the 9th day of November, 2023.

Clerk

ORDINANCE AND RESOLUTION FACT SHEET

CADDO PARISH COMMISSION

TITLE	
Resolution No. 55 of 2023 A RESOLUTION TO AUTHORIZE THE CADDO PARISH ADMINISTRATOR TO APPROVE THE ASSIGNMENT, BILL OF SALE AND CONVEYANCE OF THAT CERTAIN RIGHT OF WAY AGREEMENT FROM THE PARISH OF CADDO AS GRANTOR TO GULF STATES PIPELINE CORPORATION AS GRANTEE AND OTHERWISE PROVIDING WITH RESPECT THERETO	
DATE 10/23/2023	ORIGINATING DEPARTMENT: Public Works/Engineering
BACKGROUND INFORMATION	
The Parish of Caddo has received a written request from Arapahoe SPV, LLC,, seeking approval from the Caddo Parish Commission of an assignment, bill of sale and conveyance of all of Arapahoe SPV, LLC, interest in that certain Right Of Way Agreement from the Caddo Parish Commission, as Grantor, to Gulf States Pipeline Corporation, as Grantee, dated October 15, 1993, and recorded at registry No. 1406452, to Paloma Natural Gas, LLC. Right Of Way Agreement located in District 2. (Map Attached)	
FINANCIAL IMPACT AND SOURCE OF FUNDING	
There is no cost to the Parish.	
EFFECT(S) OF PROPOSED ACTION	
Right Of Way Agreement requires that the Grantee acquire approval from Grantor (Parish) if they assign or transfer the Lease in whole or in part.	
ALTERNATIVES/STAFF RECOMMENDATION	
Do not authorize the adoption of this resolution. Public Works recommends to approve the resolution.	
KEY STAFF CONTACT	
Ken Ward	
COORDINATION	
Department Head	(Initial)
Parish Administrator/CEO	(Initial)



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

Date: 10/24/2023

RESOLUTION NO. 55 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 THAT CERTAIN RIGHT OF WAY AGREEMENT FROM THE PARISH OF CADDO AS GRANTOR TO GULF STATES PIPELINE CORPORATION AS GRANTEE AND OTHERWISE PROVIDING WITH RESPECT THERETO

WHEREAS, the Parish of Caddo is the Grantor in that certain Right Of Way Agreement from the Caddo Parish Commission to Gulf States Pipeline Corporation, as Grantee, dated October 15, 1993, and recorded at registry No. 1406452 of the conveyance records of Caddo Parish, Louisiana; and

WHEREAS, that certain Right Of Way Agreement from the Caddo Parish Commission to Gulf States Pipeline Corporation, as Grantee, dated October 15, 1993, and recorded at registry No. 1406452 of the conveyance records of Caddo Parish, Louisiana has been conveyed by various assignments, bills of sale, mergers or name changes to Arapahoe SPV, LLC, and

WHEREAS, the Parish of Caddo has received a written request from Arapahoe SPV, LLC, seeking approval from the Caddo Parish Commission of an assignment, bill of sale and conveyance of all of Arapahoe SPV, LLC, interest in that certain Right Of Way Agreement from the Caddo Parish Commission to Gulf States Pipeline Corporation, as Grantee, dated October 15, 1993, and recorded at registry No. 1406452, to Paloma Natural Gas, LLC.

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, bill of sale and conveyance of that certain Right Of Way Agreement from the Caddo Parish Commission to Gulf States Pipeline Corporation, as Grantee, dated October 15, 1993, and recorded at registry No. 1406452 of the conveyance records of Caddo Parish, Louisiana, to Paloma Natural Gas, LLC.

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:

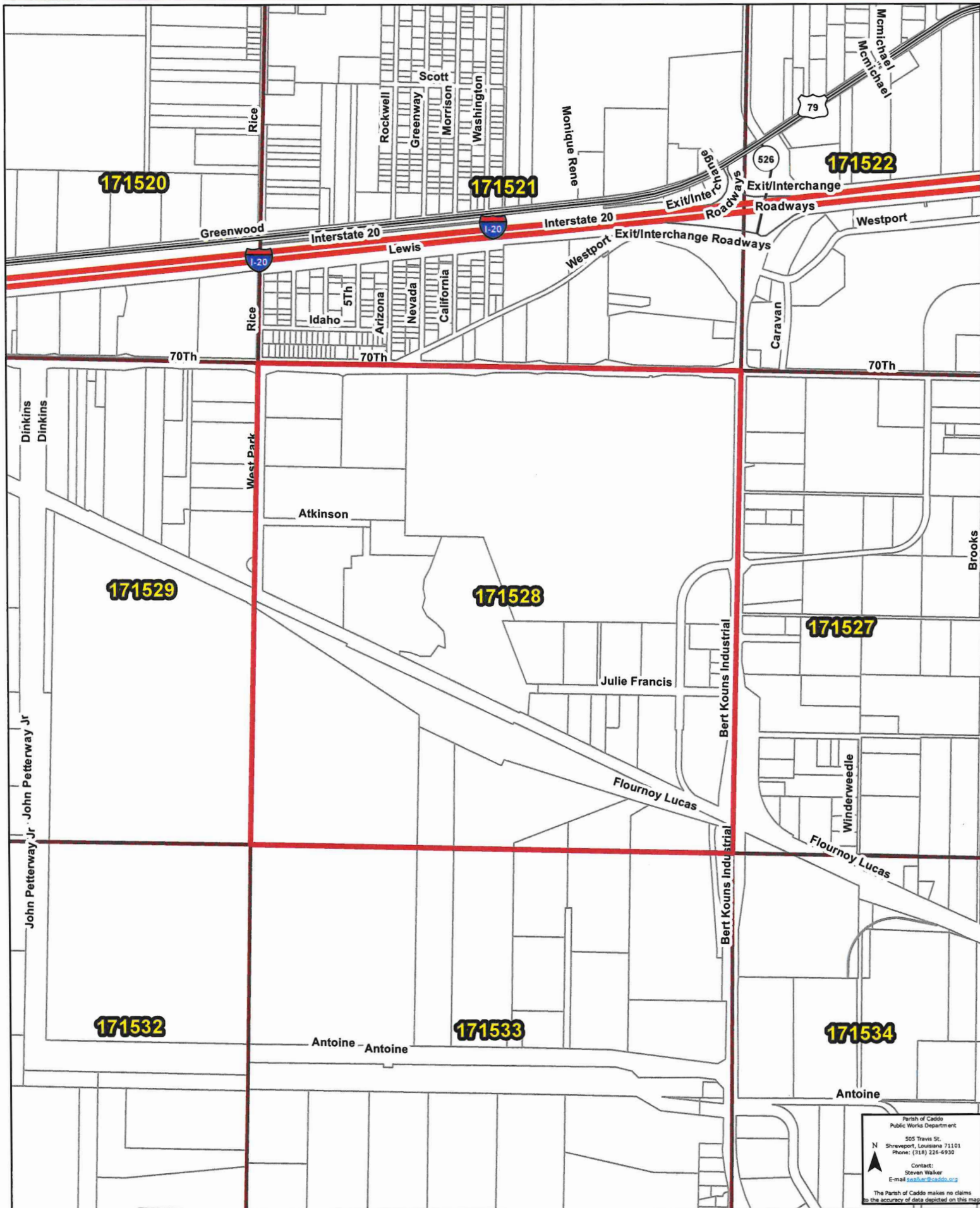
Office Of The Parish Attorney

Date

ORDINANCE AND RESOLUTION FACT SHEET

CADDO PARISH COMMISSION

TITLE	
Resolution No. 56 of 2023 A RESOLUTION TO AUTHORIZE THE CADDO PARISH ADMINISTRATOR TO APPROVE THE ASSIGNMENT, BILL OF SALE AND CONVEYANCE OF STATE AGENCY LEASES 22148 AND 22149 FROM THEOPHILUS OIL, GAS & LAND SERVICES, LLC, TO PALOMA NATURAL GAS, LLC, AND OTHERWISE PROVIDING WITH RESPECT THERETO	
DATE 10/23/2023	ORIGINATING DEPARTMENT: Public Works/Engineering
BACKGROUND INFORMATION	
The Parish of Caddo has received a written request from Theophilus Oil, Gas & Land Services, LLC, seeking approval from the Caddo Parish Commission of an assignment, bill of sale and conveyance of State Agency Leases 22148 and 22149 from Theophilus Oil, Gas & Land Services, LLC, to Paloma Natural Gas, LLC. State Agency Lease 22148 is located in District 2 and Lease 22149 is located in District 12. (Map Attached)	
FINANCIAL IMPACT AND SOURCE OF FUNDING	
There is no cost to the Parish. Parish could receive future royalty payments from Paloma Natural Gas, LLC.	
EFFECT(S) OF PROPOSED ACTION	
State Lease form requires that the Lessee acquire approval from Lessor (Parish) if they assign or transfer the Lease in whole or in part.	
ALTERNATIVES/STAFF RECOMMENDATION	
Do not authorize the adoption of this resolution. Public Works recommends to approve the resolution.	
KEY STAFF CONTACT	
Ken Ward	
COORDINATION	
Department Head	(Initial)
Parish Administrator/CEO	(Initial)



RESOLUTION NO. 56 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 LEASES 22148, AND 22149 FROM THEOPHILUS OIL, GAS & LAND SERVICES, 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 Commission to Theophilus Oil, Gas & Land Services, LLC, in State Agency Lease 22148, dated June 14, 2023, and recorded at registry No. 2936751 of the conveyance records of Caddo Parish, Louisiana; and that certain oil, gas and mineral lease from the Caddo Parish Commission to Theophilus Oil, Gas & Land Services, LLC, in State Agency Lease 22149, dated June 14, 2023, and recorded at registry No. 2936752; of the conveyance records of Caddo Parish, Louisiana; and

WHEREAS, the Parish of Caddo has received a written request from Theophilus Oil, Gas & Land Services, LLC, seeking approval from the Caddo Parish Commission of an assignment, bill of sale and conveyance of State Agency Leases 22148 and 22149, from Theophilus Oil, Gas & Land Services, LLC, to Paloma Natural Gas, LLC.

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, bill of sale and conveyance of State Agency Leases 22148 and 22149 from Theophilus Oil, Gas & Land Services, LLC, to Paloma Natural Gas, LLC.

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:

Office Of The Parish Attorney

Date

RESOLUTION NO. 57 OF 2023

BY THE CADDO PARISH COMMISSION:

A RESOLUTION GIVING WRITTEN PUBLIC NOTICE OF THE REGULARLY SCHEDULED MEETINGS OF THE CADDO PARISH COMMISSION FOR THE CALENDAR YEAR 2024, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

WHEREAS, the Caddo Parish Commission is hereby giving written public notice of its regularly scheduled meetings for the calendar year 2024 pursuant to R.S. 42:7; and

WHEREAS, the Caddo Parish Commission is required by law to fix the time, day, and place of its regular meetings.

NOW, THEREFORE, BE IT RESOLVED, by the Caddo Parish Commission in due, legal and regular session convened that the Caddo Parish Commission shall meet on the Thursday following the first and third Tuesday of each month at 3:30 p.m. in the Government Chamber of the First Floor of the Government Plaza, 505 Travis Street, Shreveport, Louisiana, unless a holiday, and then on the business day immediately following, or on such other days as the Commission may set.

BE IT FURTHER RESOLVED that the Caddo Parish Commission shall meet in work session on the Monday preceding the regular session, at 3:30 p.m. in the Government Chamber of the First Floor of the Government Plaza, 505 Travis Street, Shreveport, Louisiana, unless Monday is a legal holiday, and then on the business day following, or on such other day as the Commission may set.

BE IT FURTHER RESOLVED, that Section 3-06. Commission Meetings and Rules of the Caddo Parish Home Rule Charter prescribes that the Commission shall meet regularly at least once in every month; therefore, the Commission will meet only once during the month of July, 2024 and that being on July 25, 2024, preceded by a Work Session on July 22, 2024, and that the Commission will meet only once in a regular session during the month of December, 2024, and that being on December 5, 2024, preceded by a work session on December 2, 2024.

BE IT FURTHER RESOLVED that the Caddo Parish Commission may meet in duly called special session at other times of the year as may be necessary with proper notice to the public as prescribed by law.

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 declare severable.

BE IT FURTHER RESOLVED, that this resolution is effective immediately upon its passage.

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

Approved as to legal form:

Parish Attorney

Date

2024

January						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
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20	21	22	23	24	25	26
27	28	29	30	31		

February						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
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25	26	27	28	29		

May						
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26	27	28	29	30	31	

August						
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25	26	27	28	29	30	31

November						
Su	Mo	Tu	We	Th	Fr	Sa
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

March						
Su	Mo	Tu	We	Th	Fr	Sa
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
Su	Mo	Tu	We	Th	Fr	Sa
						1
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September						
Su	Mo	Tu	We	Th	Fr	Sa
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- Regular Session
- Work Session
- Conference/Conventions
- Holidays

RESOLUTION NO. 58 OF 2023

BY THE CADDO PARISH COMMISSION:

A RESOLUTION AUTHORIZING THE PARISH ADMINISTRATOR TO RETAIN SPECIAL LEGAL COUNSEL AND OTHERWISE PROVIDING WITH RESPECT THERETO.

WHEREAS, insulin prices have steadily increased over the years; and

WHEREAS, it has been determined that insulin manufacturers and pharmacy benefit managers may have colluded to inflate the cost of insulin; and

WHEREAS, state and local governments are attempting to recover costs associated with inflated insulin prices; and

WHEREAS Caddo Parish should attempt to recover its costs associated with inflated insulin prices; and

WHEREAS, the Parish Attorney recommends the retention of outside counsel to handle this litigation.

NOW, THEREFORE BE IT RESOLVED, by the Caddo Parish Commission in due, regular and legal session concerned that the Caddo Parish Commission does hereby authorize the Parish Administrator or his designee to retain on behalf of Caddo Parish The Mack Firm to represent Caddo Parish in insulin litigation.

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 provision of this resolution are hereby declared severable.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

BE IT FURTHER RESOLVED that all resolution or parts thereof in conflict herewith are hereby repealed.

Approved as to legal form:

Office of The Parish Attorney

Date