



MEMO

TO: Monroe Planning Commission Members
FROM: Mr. Hunt Neely, Chairman
DATE: May 26, 2023

The *Regular Meeting* of the Monroe Planning Commission will be held on **Monday, June 5, 2023, at 5:30 P.M.** in the Council Chamber, First Floor, City Hall, Monroe, Louisiana.

The tentative agenda will include the following items:

MINUTES

None

PLANNING

III Booker T. Washington – Final resubdivision of a 0.384-acre tract of land, more or less, from 2 to 4 lots – 2406 & 2408 Powell Avenue and 2405 & 2407 Outlet Road – The Lots at Outlet and Powell Subdivision

XX Oliver Road – Final resubdivision of a 2.806-acre tract land, more or less, to reconfigure 3 lots– 2231 & 2251 Tower Drive – Oak Ridge Subdivision

PUBLIC HEARING

None

ZONING

CUP 104-23: (Major Conditional Use) True Releaf – Bar & On-Premises alcoholic beverage sales & – 609 North 4th Street

CUP 106-23: (Major Conditional Use) Renewal Center of NELA – Homeless Day Shelter – 724 Adams Street

CUP 107-23: (Major Conditional Use) Consuming Fire Ministries – House of Worship (Small) – 1707 Hudson Lane

CUP 108-23: (Major Conditional Use) Makalu Enterprises, Inc – Off-Premises alcoholic beverages sales – 1314 Sterlington Road

PUBLIC HEARING

None

OTHER BUSINESS

None

CITIZEN PARTICIPATION

Citizens will be recognized, in order, by the citizen sign-in sheet.

**City of Monroe
Planning Commission**

CASE NO.: III BOOKER T. WASHINGTON (LOTS AT OUTLET AND POWELL RESUBDIVISION)
NAME OF APPLICANT: RCH COMPANY
COUNCIL DISTRICT: 2

REQUEST: This is a request for a final subdivision plat review of the proposed 0.384-acre tract of land, from 2 to 4 lots, being Lots 18 & 19, of Square 87, of Unit 14 Booker T. Washington Addition. The newly proposed subdivision will be named Lots at Outlet and Powell Subdivision.

PURPOSE OF THE REQUEST: The applicant wishes to subdivide, 2 lots into 4 lots, to create four (4) new residential properties.

SIZE OF PROPERTY: 0.384-acres, more or less

PRESENT ZONING: R-1 (Single Family Residence) District

MOST NEARLY BOUNDED BY (STREETS): North of Fir Street, east of Outlet Road and west of Powell Avenue

SURROUNDING LAND USES: The surrounding land use consists of residential and properties, local community center and neighborhood churches within the vicinity.

ADVERSE INFLUENCES: New development(s) will increase traffic in the area.

POSITIVE INFLUENCES: Once developed this property will provide increased property, sales taxes and add to the housing stock for the City of Monroe.

COMMENTS/ RECOMMENDATIONS: This is a resubdivision of Lot 18 & 19 of Booker T. Washington Addition Resubdivision, being a 0.384-acre tract of land. The Lots at Outlet and Powell Subdivision will consist of 4 lots that will average approximately 4,200 square feet or 40' x 100.96'. These lots will have existing

infrastructure in place and public road access to Outlet Road and Powell Avenue.

The minimum lot square footage in the R-1 (Single Family Residence) District is 7,200 square feet. Since all four (4) lots will be substandard to the Comprehensive Zoning Ordinance requirements, a variance request has been applied for. The Board of Adjustments will review that application on June 12, 2023. The Planning Commission vote needs to be contingent upon the Board of Adjustment outcome.

Lots 18 & 19 are currently vacant. These lots are proposed to be developed in keeping with the existing character and surrounding lots. The properties will be addressed 2406 & 2408 Powell Avenue and 2405 & 2407 Outlet Road.

The subdivision plat is under review by the City of Monroe Engineering Dept.

A Site Plan Review will be required for developments.

OPTIONS:

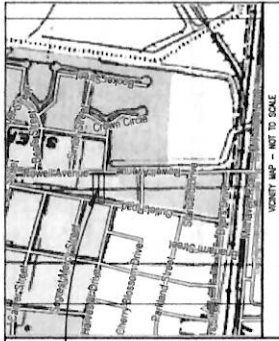
Approve the applicant's request as presented

Approve the applicant's request with conditions.

Deny the applicant's request as presented.

RESUBDIVISION PLAT
OF LOTS 18 AND 19 SQUARE 87, OF UNIT 14,
BOOKER T. WASHINGTON ADDITION
LOCATED IN
SECTION 39, TOWNSHIP 18 NORTH, RANGE 4 EAST,
LAND DISTRICT NORTH OF RED RIVER
OUACHITA PARISH, LOUISIANA

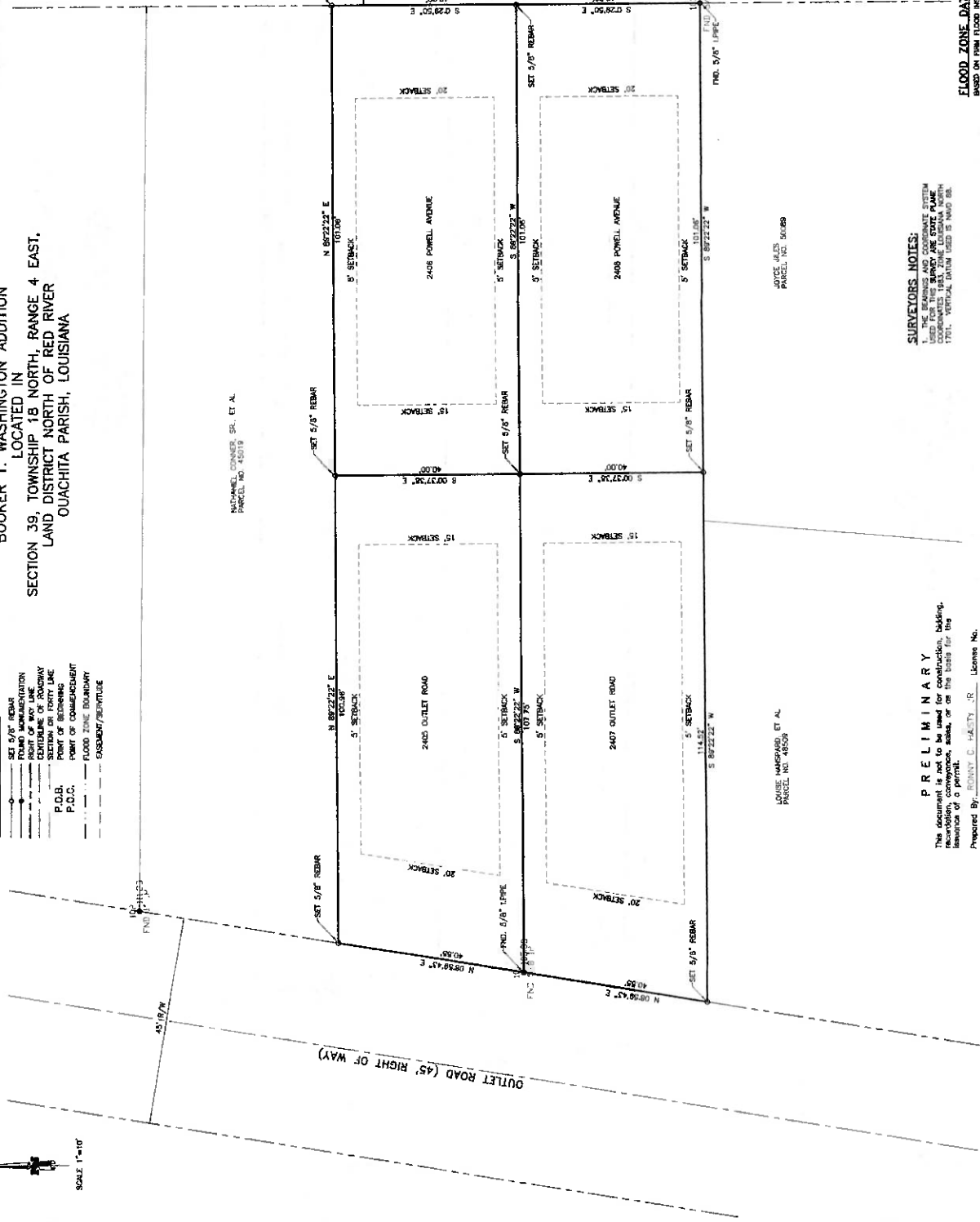
SHEET 1 OF 4



LEGEND:

- SET 5/8" REBAR
- FROM RECONSTRUCTION
- RIGHT OF WAY LINE
- CENTERLINE OF ROADWAY
- POINT OF BEGINNING
- POINT OF COMMENCEMENT
- FLOOD ZONE BOUNDARY
- EASEMENT/RIGHTWAY

SCALE 1" = 10'



MARKING: GRANDES, SR., ET AL.
PARCEL NO. 42019

LOUISE MAHOFFARD, ET AL.
PARCEL NO. 48509

JOYCE JALDS
PARCEL NO. 56189

PRELIMINARY

This document is not to be used for construction. All dimensions, bearings, distances, and setbacks are subject to the final plat of a permit.

Prepared By: **RONNY C. HASTY, JR.** License No. 1586 Hwy. 80 E., Calhoun, LA 71225
RCH Company, Inc., Engineering & Land Surveying

SURVEYORS NOTES:

The plat was prepared using the system used for this survey. All points are based on the 1911 vertical datum used in flood zone data.

FLOOD ZONE DATA:

Map No. 22072016R (January 20, 2016),
for Calhoun Parish, Louisiana. The
data provided is in Flood Zone "X".

CERTIFICATION:

A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF LOUISIANA, DO HEREBY CERTIFY THAT I HAVE EXAMINED THE RECORDS AND FIELD NOTES OF THIS SURVEY AND THAT THE SAME COMPLY WITH THE STANDARDS AND PRACTICES OF PROFESSIONAL BOUNDARY SURVEYING AS SET FORTH IN THE RULES AND REGULATIONS OF THE BOARD OF SURVEYING ENGINEERS AND LAND SURVEYORS AND TO THE BEST OF MY KNOWLEDGE IS A TRUE REPRESENTATION OF THE SURVEY.

PRELIMINARY

RONNY C. HASTY, JR. P.L.S. NO. 4819
WEST MONROE, LA 71284
(504)387-4335



RESUBDIVISION PLAT
OF LOTS 18 AND 19 SQUARE 87, OF UNIT 14,
BOOKER T. WASHINGTON ADDITION
LOCATED IN
SECTION 39, TOWNSHIP 18 NORTH, RANGE 4 EAST,
LAND DISTRICT NORTH OF RED RIVER
OUACHITA PARISH, LOUISIANA



DATE: 1-14-17
DRAWN BY: SP
CHECKED BY: JCH

EXISTING PROPERTY



Date Created: 4/14/2023
Created By: actDataScout

2407 Outlet Road

1 inch = 38 feet

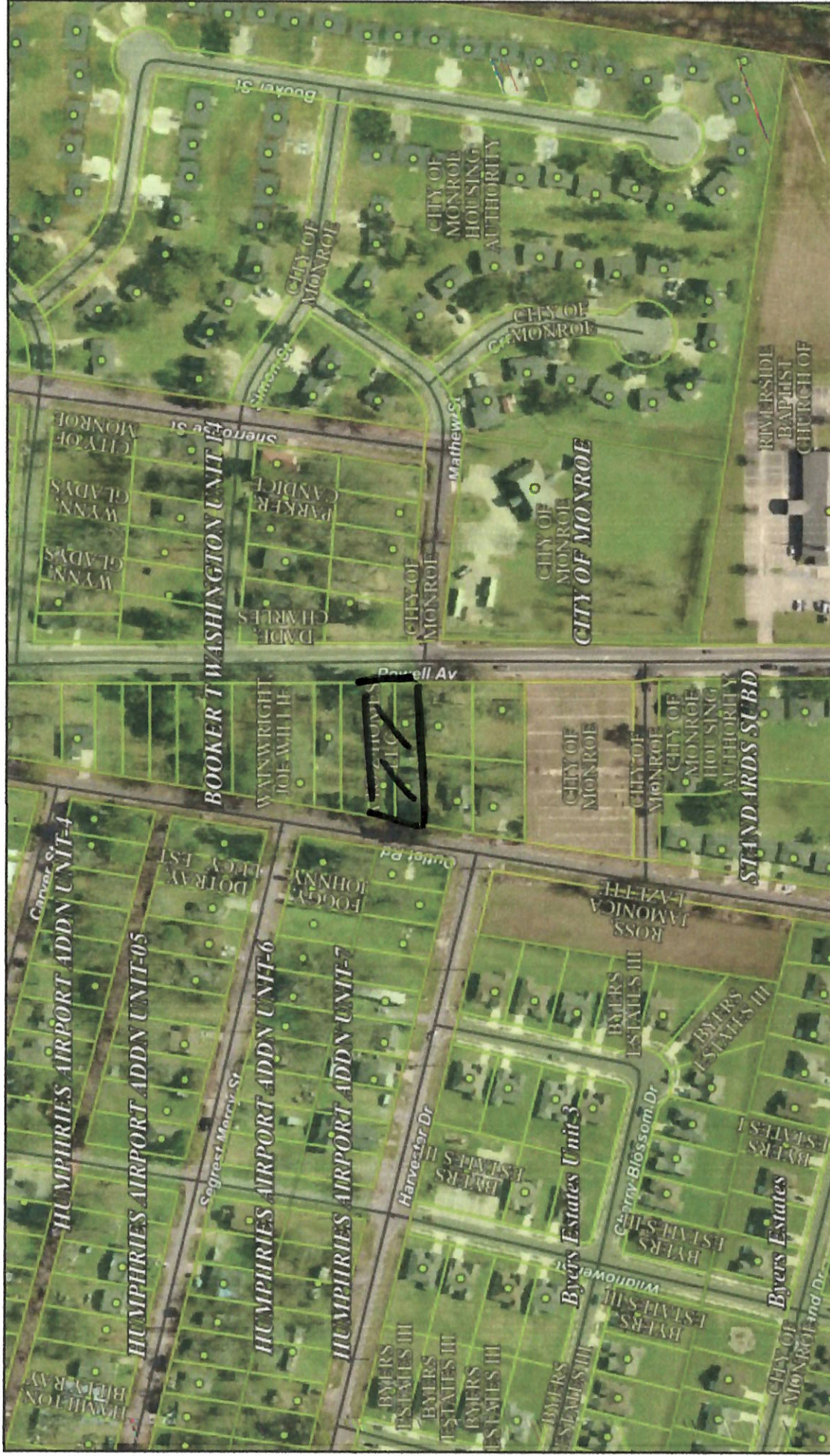
A TO Z HOMES, LLC

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Ouachita Parish

Assessor's Office

Stephanie Smith, Assessor



Date Created: 6/2/2023

Created By: actDataScout

1 inch = 204 feet

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**City of Monroe
Planning Commission**

CASE NO.: XX OLIVER ROAD (OAK RIDGE SUBDIVISION)
NAME OF APPLICANT: S. E. HUEY CO
COUNCIL DISTRICT: 2

REQUEST: This is a request for a final subdivision plat review of the proposed Oak Ridge Subdivision, to reconfigure three (3) lots. The property is located north of Tower Drive and east of Oliver Road.

PURPOSE OF THE REQUEST: The applicant wishes to subdivide, by reconfiguring three (3) existing lots. The proposed Lot A will be for commercial development.

SIZE OF PROPERTY: 2.806-acres, more or less

PRESENT ZONING: B-3 (General Business/Commercial) District

MOST NEARLY BOUNDED BY (STREETS): North of Tower Drive and east of Oliver Drive

SURROUNDING LAND USES: The surrounding land use consists of commercial residential to the west and south; commercial to the north and east.

ADVERSE INFLUENCES: New development(s) will increase traffic in the area.

POSITIVE INFLUENCES: Once developed this property will provide increased property and sales taxes for the City of Monroe.

COMMENTS/ RECOMMENDATIONS: This is a resubdivision of Lot 3 & 4 of Tower Commercial Park & the south 30' of a certain 1.434-acre tract of land abutting Lots 2 & 3, Block A, Tower Commercial Park. The Oak Ridge Subdivision, being a 2.806± acres tract of land, will be reconfigured to accommodate new access to the new Bank of Oak Ridge, that will be located at 2251 Tower Drive. The new accessway will alleviate new driveways being created near the high traffic intersection of Oliver Road and Tower Drive.

Lot A will be developed as a commercial property, which will consist of Bank of Oak Ridge. The area to the north proposed is proposed for commercial use. KNOE Television Station is located to the north of the site, with businesses and restaurants along Tower Drive. Lot 2 will be developed as commercial at a later date.

The subdivision plat is under review by the City of Monroe Engineering Dept.

A Site Plan Review will be required for developments.

OPTIONS:

Approve the applicant's request as presented

Approve the applicant's request with conditions.

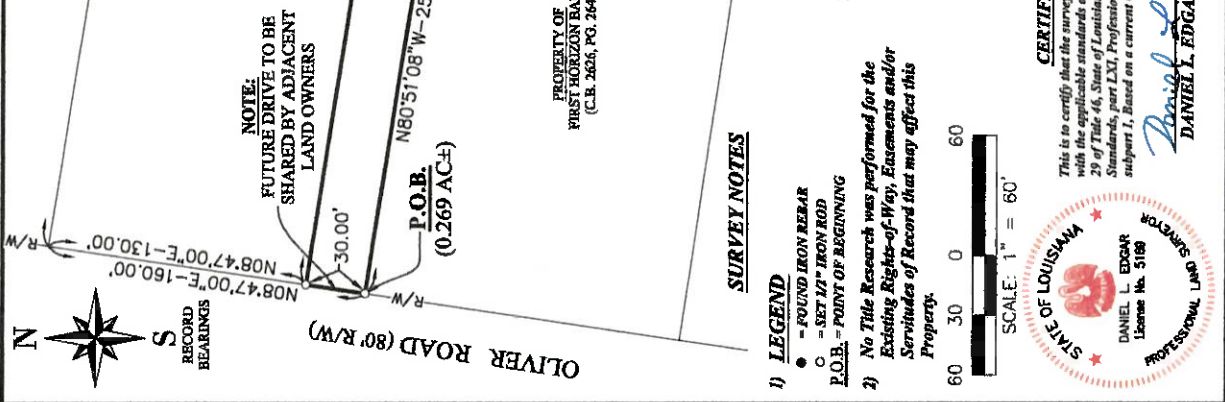
Deny the applicant's request as presented.



VICINITY MAP SCALE: 1"=500'

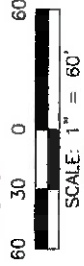
APPROVED & ACCEPTED
MONROE, LOUISIANA
BY:
CITY ENGINEER
CITY OF MONROE
DATE
MONROE PLANNING
COMMISSION CHAIRMAN
DATE

LAND DISTRICT NORTH OF RED RIVER
SECTION 19, T18N-R4E OF LOUISIANA PRINCIPAL MERIDIAN
OUACHITA PARISH, LOUISIANA



SURVEY NOTES

- LEGEND
 - - FOUND IRON BEAR
 - - SET 1/2" IRON ROD
 - P.O.B. = POINT OF BEGINNING
- No Title Research was performed for the Existing Rights-of-Way, Easements and/or Servitudes of Record that may affect this Property.



CERTIFICATION

This is to certify that the survey depicted herein is in accordance with the applicable standards of practice as stipulated in Chapter 29 of Title 46, State of Louisiana Professional & Occupational Standards, part LXI, Professional Engineers and Surveyors, subpart 1, Based on a current CL-65 B survey classification.

Daniel L. Edgar
DANIEL L. EDGAR, P.E. No. 5169



DEDICATION

Before the undersigned Notary Public, personally came and appeared:
NOR HOLDINGS, LLC and/or its duly authorized representative, who declared that they are the owners of the property herein shown and have subdivided the property into lots as shown herein, and hereby dedicate utility and drainage easements to the City of Monroe.

WITNESSES:
NOR HOLDINGS, LLC
BY: _____
Authorized Representative

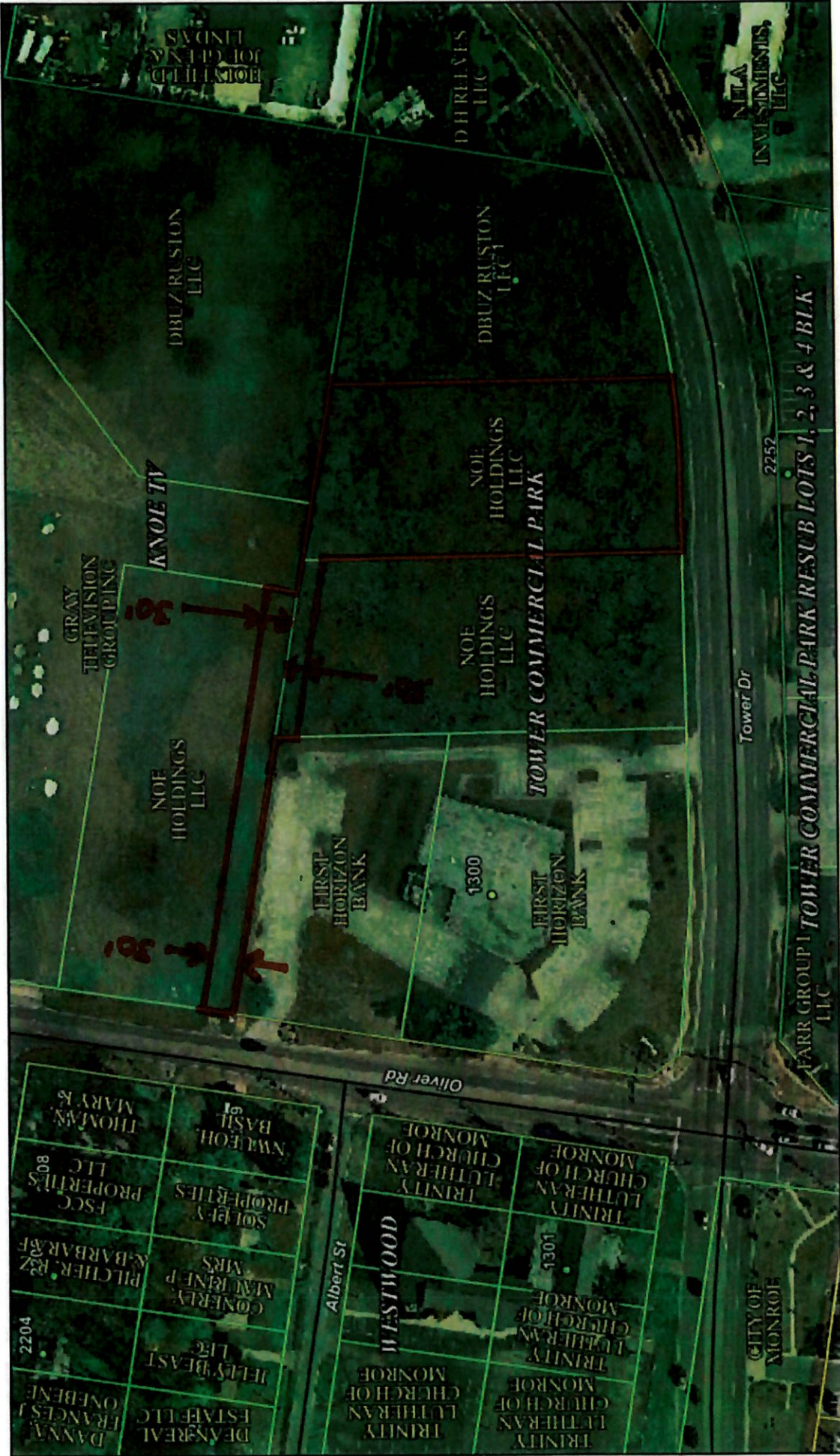
STATE OF LOUISIANA:
PARISH OF OUACHITA:
THIS MORE AND SIGNED at _____ Louisiana, on this _____ day of _____ 2023 in the presence of the undersigned competent witness and me, said Notary Public. These Dedications, LLC executed the same for the purpose and consideration therein expressed.

Name: _____
Notary Public
Bar No./Notary Id: _____
Commission Exp.: _____

NO.	REVISION
1	
2	

BANK OF OAK RIDGE
OAK RIDGE SUBDIVISION
BEING A RESUBDIVISION OF LOTS 3 & 4 OF TOWER COMMERCIAL PARK & THE SOUTH 30' OF THAT CERTAIN 1.434 ACR TRACT SITUATED IN SECTION 19, T18N-R4E, OUACHITA PARISH, LOUISIANA
S. E. Huey Co.
Engineering - Architecture - Surveying
1111 N. 10th St. Monroe, LA 71201 PH: 225-232-1171
SCALE: 1"=60' DRAWN BY: JDK CHECKED BY: DLE
DATE: 04/26/2023 TRACED BY: _____ APPROVED BY: _____
DRAWING NO. 235583-1

Ouachita Parish
 Assessor's Office
 Stephanie Smith, Assessor



1 inch = 126 feet

Date Created: 1/13/2023
 Created By: actDataScout

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Ouachita Parish

Assessor's Office

Stephanie Smith, Assessor



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1 inch = 205 feet

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**City of Monroe
Planning Commission**

CASE NO.: CUP 104-23
NAME OF APPLICANT: **True Releaf**
ADDRESS OF PROPERTY: 609 North 4th Street
COUNCIL DISTRICT: 4

REQUEST: A **Major** Conditional Use Permit (CUP) to allow the applicant to have a bar and on-premises alcohol beverage sales, in the B-2 (Neighborhood Business) District. The property is located at 609 North 4th Street.

PURPOSE OF REQUEST: The purpose of the request is to allow the applicant to have a bar and serve alcohol at the existing business.

SIZE OF PROPERTY: 0.15-acres (more or less)

PRESENT ZONING: B-2 (Neighborhood Business) District

PRESENT USE: Retail Sales Establishment

MOST NEARLY BOUNDED BY (STREETS): North of Pine Street, south of Arkansas Avenue, west of North 4th Street and east of North 3rd Street.

SURROUNDING LAND USES: The surrounding land use consists of commercial businesses in all directions.

ADVERSE INFLUENCES: Increase in traffic for the area.

POSITIVE INFLUENCES: Retail sales will generate taxes for the City.

**COMMENTS/
RECOMMENDATIONS:** The applicant is requesting to add alcohol beverage sales, on-premises to the existing True Releaf, Inc. The business was established in 2021, as a retail sales establishment. Approximately 4 parking spaces are provided on-site.

There are no churches, schools, playgrounds, or library within a 300' radius.

As per the Comprehensive Zoning Ordinance, this request does follow the guidelines for said request.

OPTIONS:

Approve the applicant's request as presented.

Approve the applicant's request with conditions.

Deny the applicant's request as presented.

Major and Minor Conditional Use Criteria

These conditions may include, but are not limited to the following:

- 1) Stipulate the exact location as a means of minimizing hazards to life, limb, property damage, erosion or traffic.
- 2) Increase the required lot size or yard dimension.
- 3) Limit the height, size or location of buildings, structures and facilities.
- 4) Control the location and number of vehicle access points.
- 5) Increase the number of required off-street parking spaces.
- 6) Limit the number, size, location or lighting of signs.
- 7) Require additional fencing, screening, landscaping or other facilities to protect adjacent or nearby property.
- 8) Designate sites for open space.
- 9) Provide ease of access to major roadways; or
- 10) Assure that the degree of compatibility to the surrounding land use shall be maintained with respect to the particular use on the site and in consideration of other existing and potential uses within the general area in which the use is proposed to be located.

IMAGE SHOWING THE SITE



Ouachita Parish

Assessor's Office

Stephanie Smith, Assessor



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**City of Monroe
Planning Commission**

CASE NO.: CUP 106-23
NAME OF APPLICANT: **The Renewal Center of Northeast Louisiana**
ADDRESS OF PROPERTY: 724 Adams Street
COUNCIL DISTRICT: 4

REQUEST: A **Major** Conditional Use Permit (CUP) to allow the applicant to construct a homeless day shelter, in the B-3 (General Business/Commercial) District. The property is located at 724 Adams Street.

PURPOSE OF REQUEST: The purpose of the request is to allow the applicant to operate a homeless day shelter.

SIZE OF PROPERTY: 2.92-acres (more or less)

PRESENT ZONING: B-3 (General Business/Commercial) District

PRESENT USE: Vacant land

MOST NEARLY BOUNDED BY (STREETS): North of DeSiard Street, south of Washington Street, east of Pendleton Street and west of North 14th Street.

SURROUNDING LAND USES: The surrounding land use consists of Monroe Farmer's Market, residential properties, commercial and industrial businesses in all directions.

ADVERSE INFLUENCES: Increase in traffic for the area.

POSITIVE INFLUENCES: Provide services to the homeless population in the City.

**COMMENTS/
RECOMMENDATIONS:** The applicant is requesting to open a homeless day shelter. The new building will be approximately 40' x 100' or 4,000 square feet. It will house a serving kitchen, meal seating for up to 75 people, an administrative office, four (4) counseling offices and restrooms.

Nine (9) new parking spaces will be provided for the shelter by use of the existing paved lot on the west side of the property and with the construction of a new paved parking at the entrance to the new building.

The new building will be built on property owned by the Renewal Center of Northeast Louisiana, Inc. and will be adjacent to an existing building that is used for the similar purpose.

OPTIONS:

Approve the applicant's request as presented.

Approve the applicant's request with conditions.

Deny the applicant's request as presented.

Major and Minor Conditional Use Criteria

These conditions may include, but are not limited to the following:

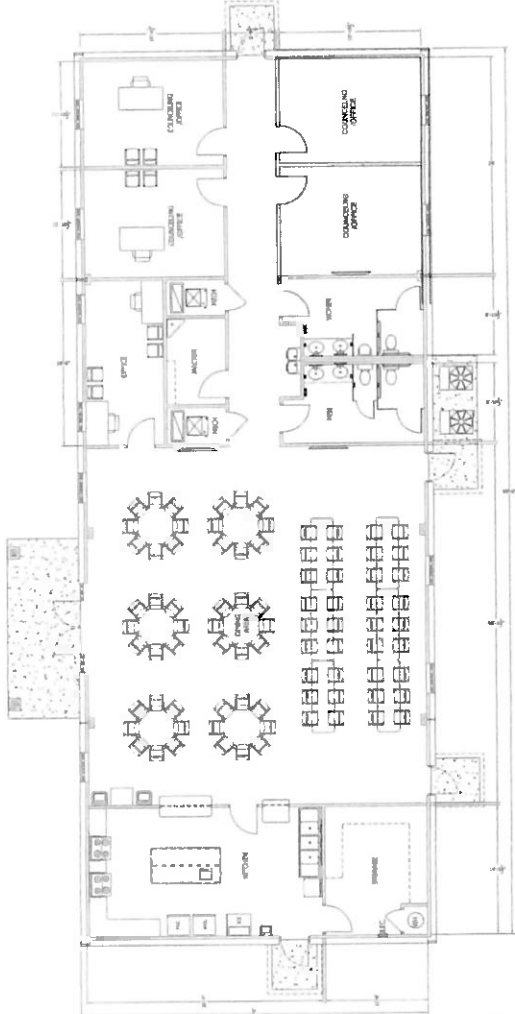
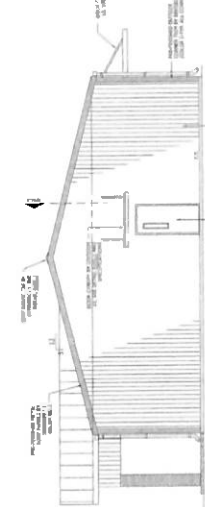
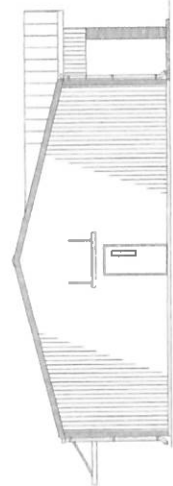
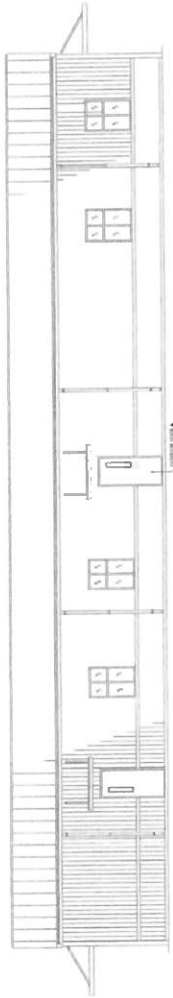
- 1) Stipulate the exact location as a means of minimizing hazards to life, limb, property damage, erosion or traffic.
- 2) Increase the required lot size or yard dimension.
- 3) Limit the height, size or location of buildings, structures and facilities.
- 4) Control the location and number of vehicle access points.
- 5) Increase the number of required off-street parking spaces.
- 6) Limit the number, size, location or lighting of signs.
- 7) Require additional fencing, screening, landscaping or other facilities to protect adjacent or nearby property.
- 8) Designate sites for open space.
- 9) Provide ease of access to major roadways; or
- 10) Assure that the degree of compatibility to the surrounding land use shall be maintained with respect to the particular use on the site and in consideration of other existing and potential uses within the general area in which the use is proposed to be located.

REVISION	BY	

THE RENAISSANCE CENTER
 OF NORTHEAST LOUISIANA, INC.
 ADAMS STREET, MONROE, LOUISIANA

DRAWN BY: _____
 CHECKED BY: _____
 DATE: _____
 SCALE: _____
 DRAWING NO. _____

A-1



MASTER DEVELOPMENT PLAN
Phase 2 (New Meal Serving & Counseling Building)

Ouachita Parish

Assessor's Office

Stephanie Smith, Assessor



Date Created: 6/2/2023

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1 inch = 205 feet

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**City of Monroe
Planning Commission**

CASE NO.: CUP 107-23
NAME OF APPLICANT: Consuming Fire Ministries
ADDRESS OF PROPERTY: 1707 Hudson Lane
COUNCIL DISTRICT: 3

REQUEST: A **Major** Conditional Use Permit (CUP) to allow the applicant to allow a house of worship (small) in the B-3 (General Business/Commercial) District. The property is located at 1707 Hudson Lane.

PURPOSE OF REQUEST: The purpose of the request is to allow the applicant to operate a church for worship services.

SIZE OF PROPERTY: 1.63-acres (more or less)

PRESENT ZONING: B-3 (General Business/Commercial) District

PRESENT USE: Vacant building

MOST NEARLY BOUNDED BY (STREETS): North of Hudson Lane, south of Stubbs Avenue, east of North 14th Street and west of North 18th Street

SURROUNDING LAND USES: The surrounding land use consists of commercial businesses, financial institutions, and restaurants in all directions.

ADVERSE INFLUENCES: Increase in traffic for the area.

POSITIVE INFLUENCES:

**COMMENTS/
RECOMMENDATIONS:** The applicant is requesting to use the old King of Hearts building for a church. This church is relocating from another location and will be providing a new space for religious worship services. There are approximately 50 members, with 75 seats provided. Church services will occur after regular business hours, on Sunday's and Wednesday's. A total of 106 parking spaces can be provided on-site.

The applicant has signed and submitted a general waiver of the distance requirement for alcohol permits. The church is irrevocably waiving the distance requirements for any existing or future permit applications. (Avacado's Restaurant does sell alcohol)

OPTIONS:

Approve the applicant's request as presented.

Approve the applicant's request with conditions.

Deny the applicant's request as presented.

Major and Minor Conditional Use Criteria

These conditions may include, but are not limited to the following:

- 1) Stipulate the exact location as a means of minimizing hazards to life, limb, property damage, erosion or traffic.
- 2) Increase the required lot size or yard dimension.
- 3) Limit the height, size or location of buildings, structures and facilities.
- 4) Control the location and number of vehicle access points.
- 5) Increase the number of required off-street parking spaces.
- 6) Limit the number, size, location or lighting of signs.
- 7) Require additional fencing, screening, landscaping or other facilities to protect adjacent or nearby property.
- 8) Designate sites for open space.
- 9) Provide ease of access to major roadways; or
- 10) Assure that the degree of compatibility to the surrounding land use shall be maintained with respect to the particular use on the site and in consideration of other existing and potential uses within the general area in which the use is proposed to be located.

WAIVER OF DISTANCE REQUIREMENT FOR ALCOHOL PERMIT

Pursuant to La. R.S. 26:81(C)(1) and 26:281(C)(1), an alcohol permit shall not be granted for any premises situated within three hundred feet or less, as fixed by the ordinance, of a public playground, or a building used exclusively as a church or synagogue, public library, school, or full-time day care center, or correctional facility housing inmates, including but not limited to a halfway house. City of Monroe Code Section 4-24(a) also states that no alcohol permit shall be granted to and no alcoholic beverage business shall be conducted on any premises within three hundred (300) feet or less of a public playground or of a building used exclusively as a church or synagogue, public library, or school, as measured by ordinance.

Both state and local law permit an affected location to waive the distance requirements. Under La. R.S. 26:281(C)(2), a permit shall not be denied if the affected location waives opposition to the applicant's permit. Similarly, Monroe City Code Section 4-24(f) states that a "church, synagogue, or other place of worship may waive the distance requirement," and that such "waiver shall be irrevocable as long as the premises is used as a church, synagogue or other place of worship."

Pursuant to state and local law, the following entity and/or organization hereby irrevocably waives the distance requirements set forth in La. R.S. 26:281(C) and Monroe City Code Section 4-24(a):

Name of Organization/Entity: Concerning God Ministries

Type of Organization/Entity: non-profit / House of worship church

Address: 1707 Hudson Lane, Monroe, La 71201

This waiver and non-opposition is given this 31st day of May, 2020 and shall be immediately effective.

Concerning God Ministries
Name of Entity

[Signature]
Signature of Authorized Representative

Co - Pastor
Title / Position

Janice Goree-Butler
Printed Name

Ouachita Parish
Assessor's Office
Stephanie Smith, Assessor



1 inch = 204

Date Created: 6/2/2023
Created By: actDataScout

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**City of Monroe
Planning Commission**

CASE NO.: CUP 108-23
NAME OF APPLICANT: Makalu Enterprises, Inc.
ADDRESS OF PROPERTY: 1314 Sterlington Road
COUNCIL DISTRICT: 2

REQUEST: A **Major** Conditional Use Permit (CUP) to allow the applicant to operate off-premises alcohol beverage sales, in the B-2 (Neighborhood Business) District. The property is located at 1314 Sterlington Road.

PURPOSE OF REQUEST: The purpose of the request is to allow the applicant to have a bar and serve alcohol at the existing business.

SIZE OF PROPERTY: 0.272-acres (more or less)

PRESENT ZONING: B-2 (Neighborhood Business) District

PRESENT USE: Vacant building

MOST NEARLY BOUNDED BY (STREETS): North of Breville Street, south of Webster Street, east of Sterlington Road and west of Cole Avenue

SURROUNDING LAND USES: The surrounding land use consists of commercial businesses in all directions.

ADVERSE INFLUENCES: Increase in traffic for the area.

POSITIVE INFLUENCES: Retail sales will generate taxes for the City.

**COMMENTS/
RECOMMENDATIONS:** The applicant is requesting to sell alcohol beverage sales, off-premises for a new business. The owner intends to construct a drive-thru, with an exit onto Cole Avenue. Appropriate parking can be provided on-site for the proposed business.

The previous use of the location has been used as office space, liquor sales, retail goods establishment and a tattoo shop.

There are no churches, schools, playgrounds, or library within a 300' radius.

As per the Comprehensive Zoning Ordinance, this request does follow the guidelines for said request.

OPTIONS:

Approve the applicant's request as presented.

Approve the applicant's request with conditions.

Deny the applicant's request as presented.

Major and Minor Conditional Use Criteria

These conditions may include, but are not limited to the following:

- 1) Stipulate the exact location as a means of minimizing hazards to life, limb, property damage, erosion or traffic.
- 2) Increase the required lot size or yard dimension.
- 3) Limit the height, size or location of buildings, structures and facilities.
- 4) Control the location and number of vehicle access points.
- 5) Increase the number of required off-street parking spaces.
- 6) Limit the number, size, location or lighting of signs.
- 7) Require additional fencing, screening, landscaping or other facilities to protect adjacent or nearby property.
- 8) Designate sites for open space.
- 9) Provide ease of access to major roadways; or
- 10) Assure that the degree of compatibility to the surrounding land use shall be maintained with respect to the particular use on the site and in consideration of other existing and potential uses within the general area in which the use is proposed to be located.

Ouachita Parish
Assessor's Office
Stephanie Smith, Assessor



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1 inch = 205

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