



MEMO

TO: Monroe Planning Commission Members
FROM: Mr. Hunt Neely, Chairman
DATE: June 27, 2025

The regular meeting of the Monroe Planning Commission will be held on **Monday, July 7, 2025, 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

None

PUBLIC HEARING

None

ZONING

- CUP 102-25 (Major): STARNES KENNY & EASTERLING LAW FIRM/DOLLAR GENERAL –**
Request to allow the sale of alcohol for off-premises consumption in the B-3 (General Business/Commercial) District – 4203 Jackson Street
- CUP 107-25 (Major): JACK & DEEP/LLC/Sip & Chill –** Request allow the sale of alcohol for off-premises consumption in the B-2 (Neighborhood Business) District – 1314 Sterlington Road
- CUP 109-25 (Minor): MARVIN INVESTMENTS/Martin Herlevic –** Request to construct a new 5,400 square foot warehouse building in the B-3 (General Business/Commercial) District

PUBLIC HEARING

None

OTHER BUSINESS

None

**City of Monroe
Planning Commission**

CASE NO.: CUP 102-25
NAME OF APPLICANT: STARNES KENNY & EASTERLING LAW FIRM/
DOLLAR GENERAL
ADDRESS OF PROPERTY: 4203 Jackson Street
COUNCIL DISTRICT: 5

REQUEST: A **Major** Conditional Use Permit (CUP) to allow the sale of alcohol for consumption off-premises, in the B-3 (General Business/Commercial) District. The property is located at 4203 Jackson Street.

PURPOSE OF REQUEST: The purpose of the request is to allow the applicant to sell alcohol for consumption off-premises for an existing retail goods establishment.

SIZE OF PROPERTY: 2.296-acres (more or less)

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

PRESENT USE: Existing Dollar General Store

MOST NEARLY BOUNDED BY (STREETS): North of Egan Street, south of Standifer Avenue, east of Jackson Street and west of the Missouri Pacific Railroad.

SURROUNDING LAND USES: The surrounding land use consists of single family residential in all directions, with the City of Monroe's Annex Building to the north.

ADVERSE INFLUENCES: Increase in traffic for the area.

POSITIVE INFLUENCES: Increase retail sales taxes for the City.

**COMMENTS/
RECOMMENDATIONS:** The applicant is requesting permission to sell alcoholic beverages for consumption off-premises for an existing Dollar General. The applicant proposes to sell packaged alcoholic beverages (beer and wine). Minimum parking requirements can be met on-site for the new business establishment.

The applicant must obtain a certificate of occupancy and an occupational license for this location.

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

As per the Comprehensive Zoning Ordinance, this request does not follow the guidelines for said request. The future land use is **Low Density Residential** – The future land use is planned to offer residences in densities of between four and seven units per acre. These areas include currently developed City and new residential areas.

OPTIONS:

Approve the applicant's request as presented.

Approve the applicant's request with conditions.

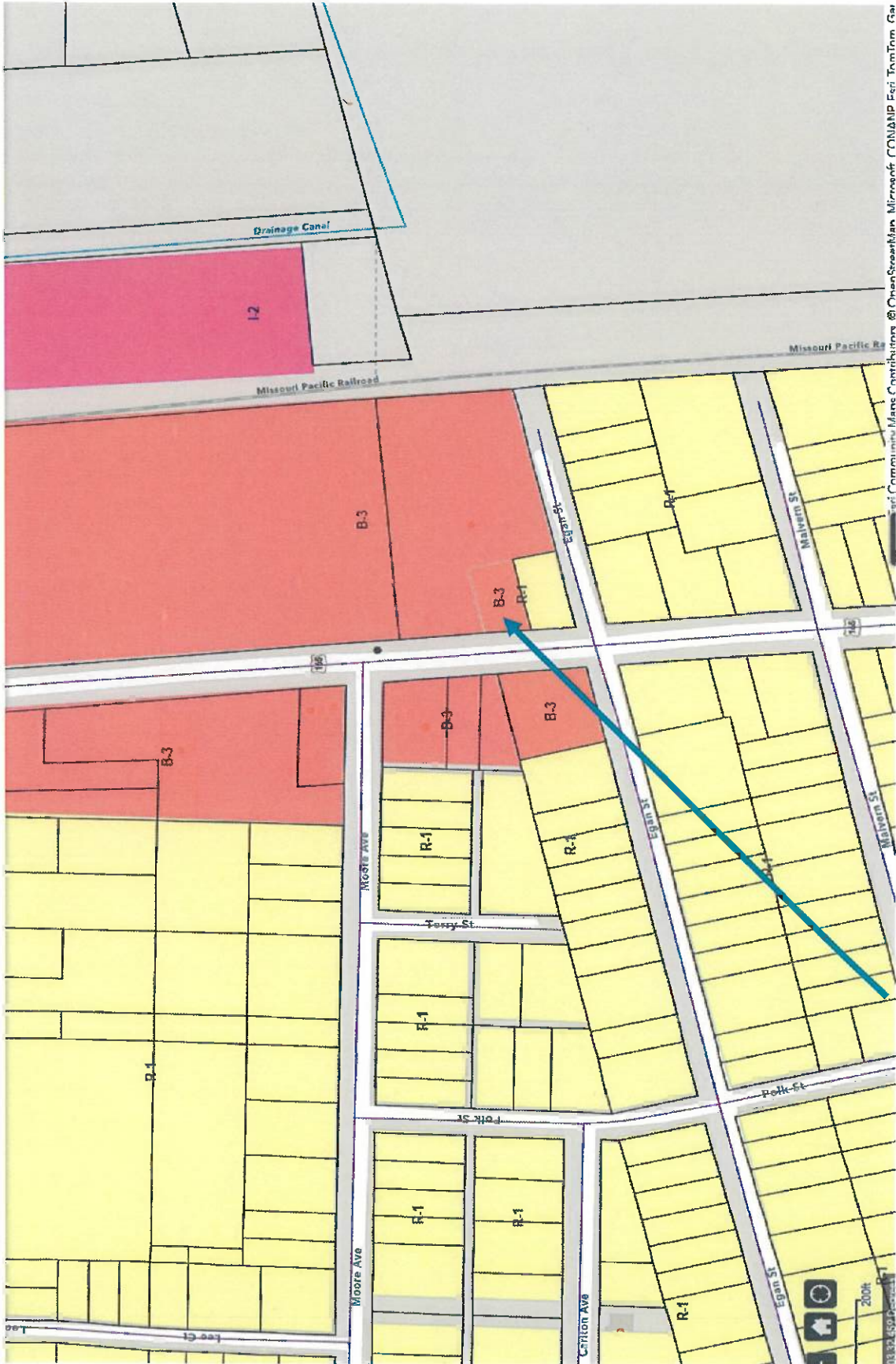
Deny the applicant's request as presented.

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.





**City of Monroe
Planning Commission**

CASE NO.: CUP 107-25
NAME OF APPLICANT: Jack & Deep LLC/Sip N Chill
ADDRESS OF PROPERTY: 1314 Sterlington Road
COUNCIL DISTRICT: 2

REQUEST: A **Major** Conditional Use Permit (CUP) to allow the applicant to sell 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 continue to sale alcohol at the existing business. There is a change of business ownership, which requires new approval for the location.

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

PRESENT ZONING: B-2 (Neighborhood Business) District

PRESENT USE: Existing business

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 continue the sale of alcoholic beverages, off-premises for an existing business, *under new business ownership*. The business currently has an existing drive-thru window to serve to-go customers. Traffic will exit on Cole Avenue. Appropriate parking is provided on-site for the existing business.

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

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

OPTIONS:

Approve the applicant's request as presented.

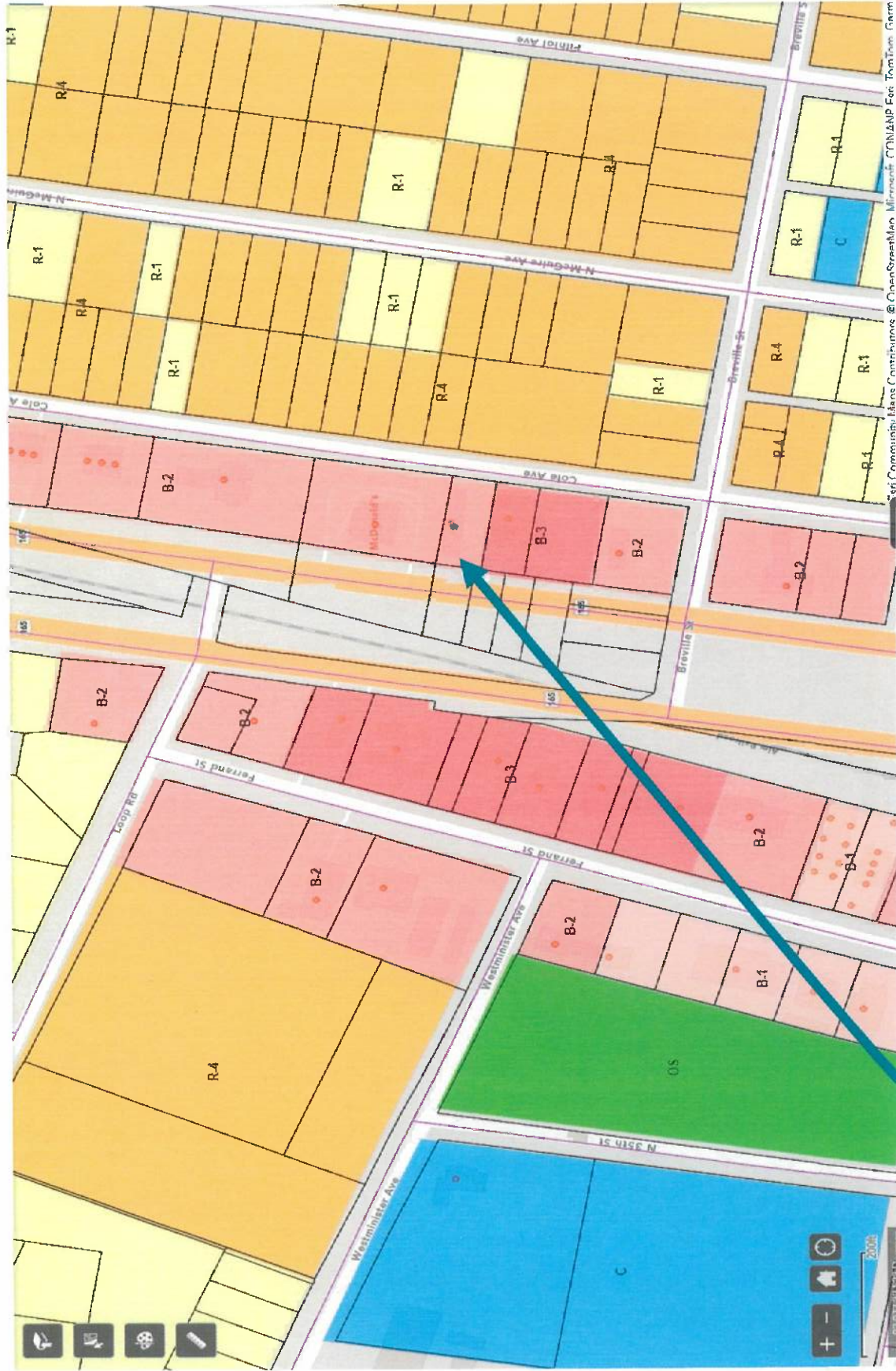
Approve the applicant's request with conditions.

Deny the applicant's request as presented.

Major and Minor Conditional Use Criteria

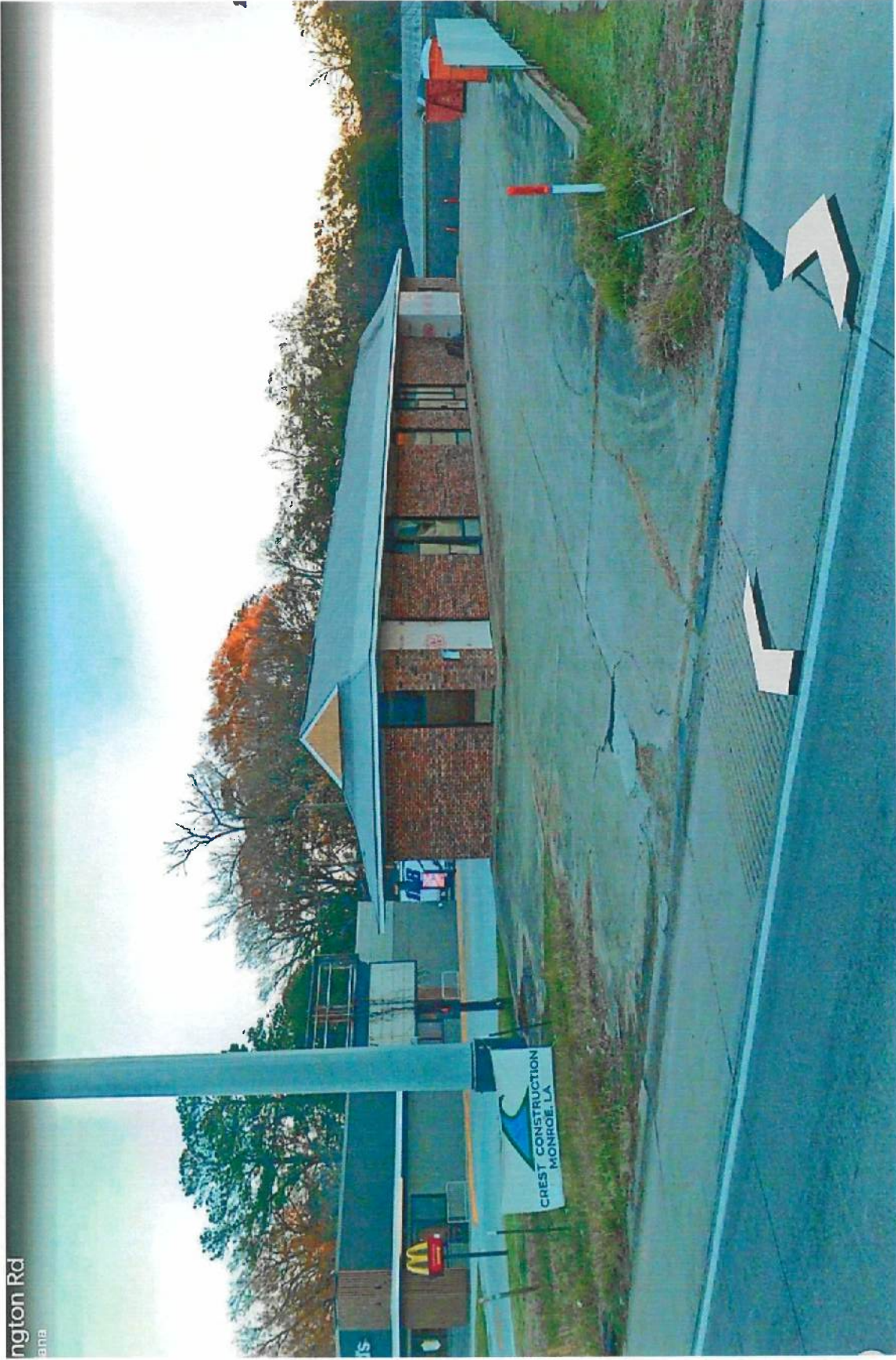
These conditions may include, but are not limited to the following:

- 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.



Jack & Deep LLC/Sip N Chill

1314 Sterlington Road



Jack & Deep LLC/Sip N Chill

1314 Sterlington Road



Jack & Deep LLC/Sip N Chill

1314 Sterlington Road

**City of Monroe
Planning Commission**

CASE NO.: CUP 108-25
NAME OF APPLICANT: Marvin Investments/Martin Herlevic
ADDRESS OF PROPERTY: 1906 Pine Street
COUNCIL DISTRICT: 3

REQUEST: A Minor Conditional Use Permit (CUP) to allow a warehouse in the B-3 (General Business/Commercial) District. The property is located at 1906 Pine Street.

PURPOSE OF REQUEST: The purpose of the request is to allow the applicant to construct and operate a new warehouse building.

SIZE OF PROPERTY: 0.344-acres (more or less)

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

PRESENT USE: Vacant land

MOST NEARLY BOUNDED BY (STREETS): North of Olive Street, south of Pine Street, east of North 19th Street and west of North 20th Street

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

ADVERSE INFLUENCES: Increase in traffic for the area.

POSITIVE INFLUENCES: Business will generate taxes for the City

**COMMENTS/
RECOMMENDATIONS:** The applicant is requesting to construct a new 5,400 square foot metal warehouse building at the abovementioned location. The building will provide space for up to three (3) separate vendors to store equipment and supplies for distribution. This building will be constructed on a concrete slab supported metal building, which will not negatively affect the water supply, waste disposal, fire or police protection or other public facilities. Traffic congestion should not be an issue at this location.

Adequate parking, landscaping, zoning and building requirements will be met and provided for this project.

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

OPTIONS:

Approve the applicant's request as presented.

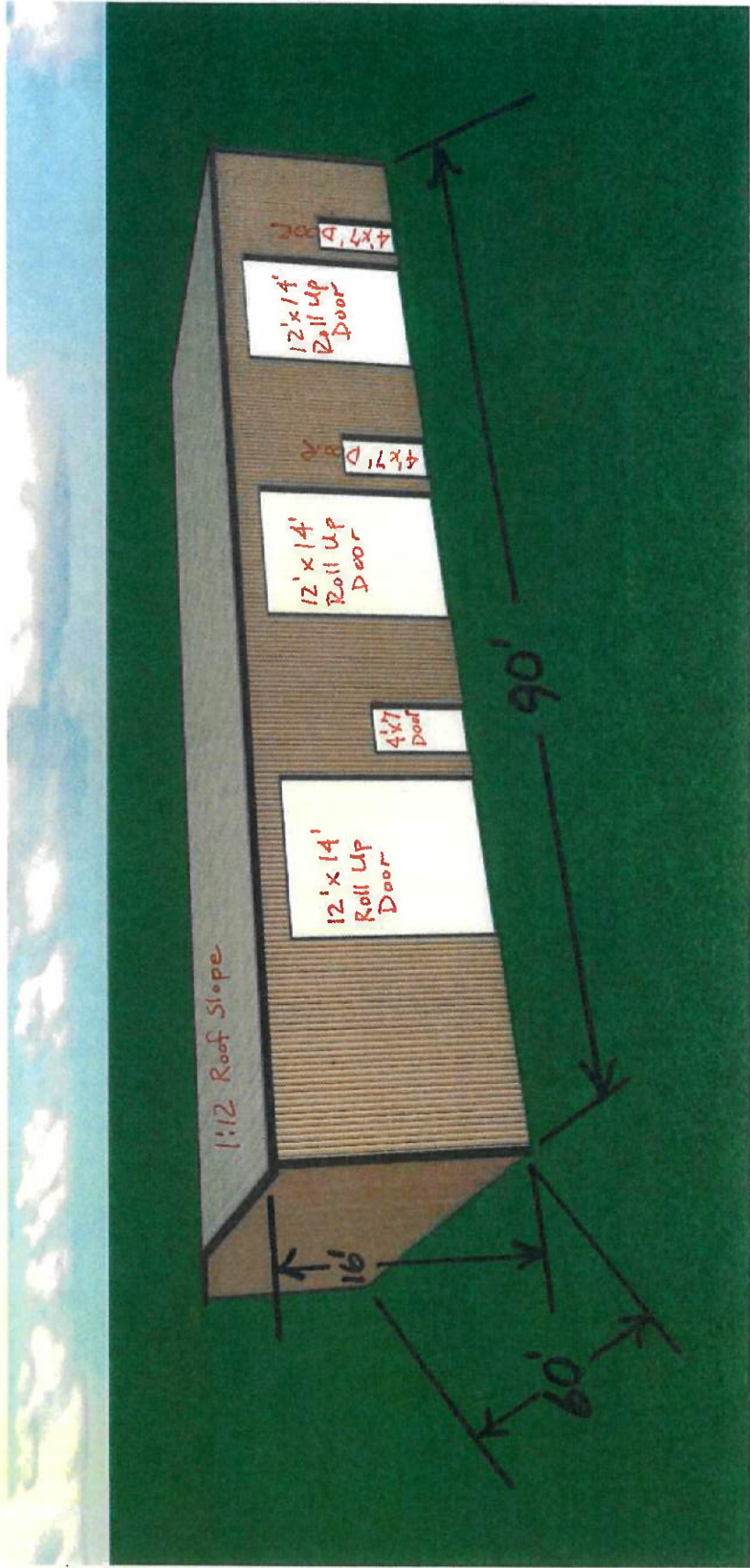
Approve the applicant's request with conditions.

Deny the applicant's request as presented.

Major and Minor Conditional Use Criteria

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

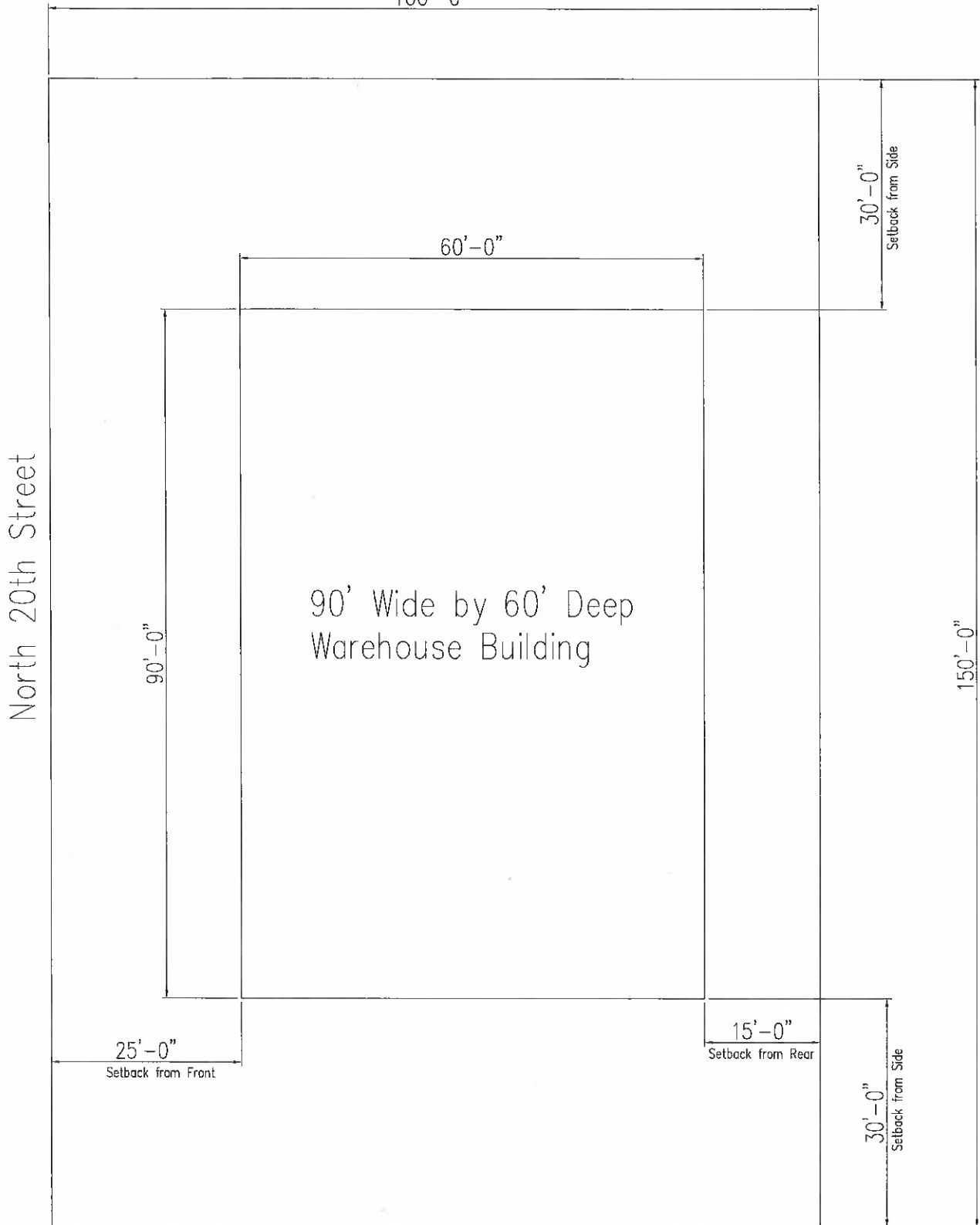
- 1) Stipulate the exact location as a means of minimizing hazards to life, limb, property damage, erosion or traffic.
- 2) Increase the required lot size or yard dimension.
- 3) Limit the height, size or location of buildings, structures and facilities.
- 4) Control the location and number of vehicle 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.



Proposed Warehouse
1906 Pine Street

Proposed 1906 Pine Street
Warehouse Building

100'-0"

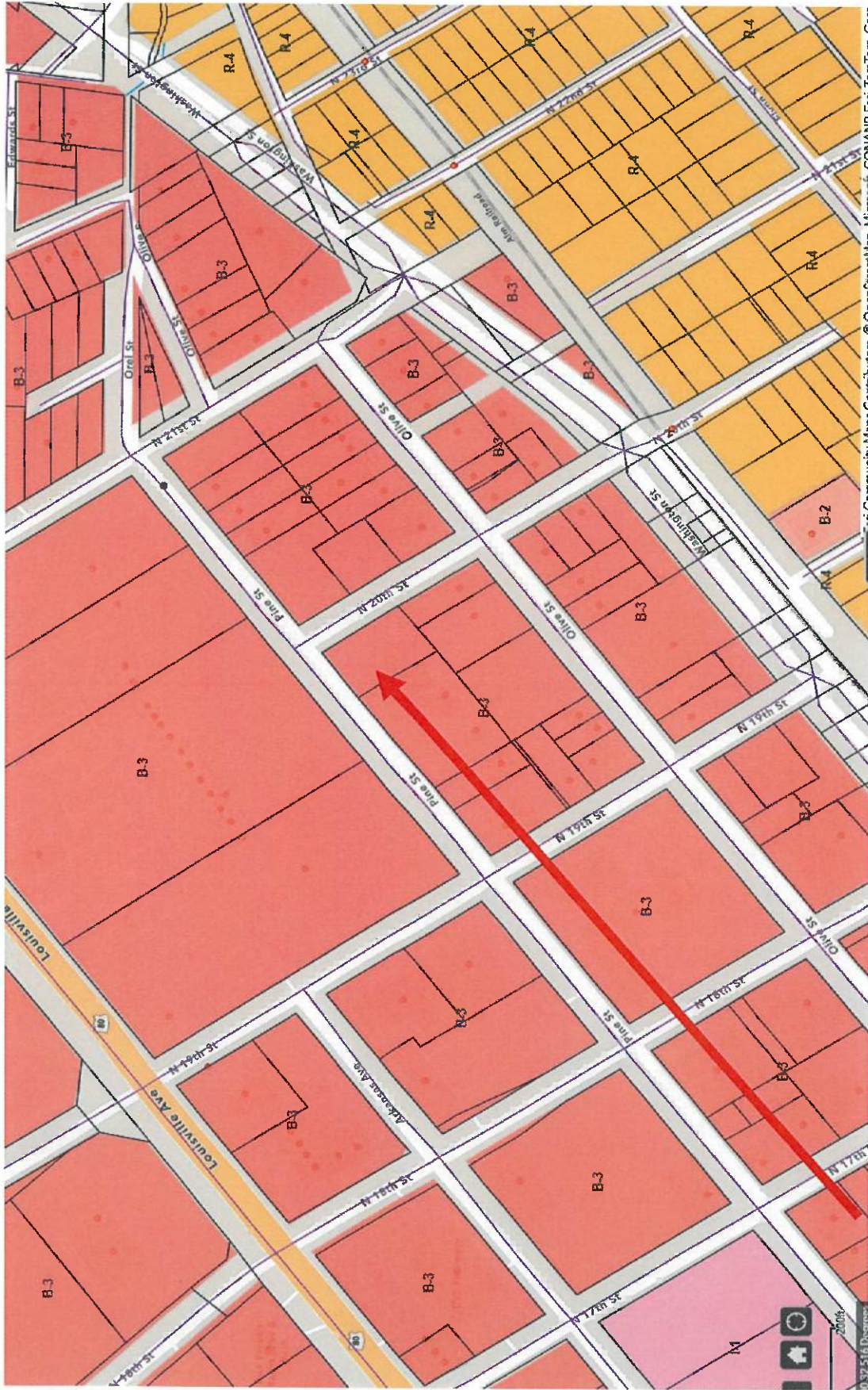


Pine Street



1999 Pine St
Monroe, Louisiana
Google Street View
Jun 2022 See more dates

Martin Investments
1906 Pine Street



Martin Investments
1906 Pine Street



Martin Investments
1906 Pine Street