



MEMO

TO: Monroe Planning Commission Members
FROM: Mr. Hunt Neely, Chairman
DATE: September 26, 2025

The regular meeting of the Monroe Planning Commission will be held on **Monday, October 6, 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

DED 101-25: Dedication to assign a street name “Hospitality Drive” for a new public roadway, located within the Sam’s Club parking lot – The property is located north of Parker Road, south of Frontage Road, east of Garrett Road and west of Woolsey Road - **City of Monroe**

PUBLIC HEARING

None

ZONING

CUP 113-25 (Major): **Starns Kenny & Easterling Law Firm/Dollar General** – Request to allow the applicant to allow off-premises alcohol sales, in the B-3 (General Business/Commercial) District, for an existing retail goods establishment – 4203 Jackson Street

PUBLIC HEARING

None

OTHER BUSINESS

None

**City of Monroe
Planning Commission**

CASE NO.: DED 101-25
NAME OF APPLICANT: CITY OF MONROE
ADDRESS OF PROPERTY: **5100 FRONTAGE ROAD** (Located on the Sam’s Club property)
COUNCIL DISTRICT: 3

REQUEST: This is a request for a dedication of a street name to an existing access road, located within the Sam’s Club parking lot.

PURPOSE OF REQUEST: Request to name an access road to “Hospitality Drive”

SIZE OF PROPERTY: 48’ wide x 355’ long (approximately)

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

PRESENT USE: Access road

MOST NEARLY BOUNDED BY (STREETS): North of Parker Road, south of Frontage Road, east of Garrett Road and west of Woolsey Road

SURROUNDING LAND USES: The surrounding land use consists of the Sam’s Club and Hampton Inn & Suites within the immediate area; with additional hotels, and commercial businesses within the area.

ADVERSE INFLUENCES: Increase in traffic to the area.

POSITIVE INFLUENCES: The proposed name supports future developments.

**COMMENTS/
RECOMMENDATIONS:** The road serves as a primary access point to the existing and proposed hotels within the surrounding area. The City is proposing to name this access road (Hospitality Drive) to make it a public roadway. If approved, 911 will address the proposed hotels along this road. This dedication aims to enhance public accessibility and safety, facilitate emergency services and contribute to the atmosphere of the business district. Currently Hampton Inn & Suites has access from this road,

listed at 5100 Frontage Road. This development is a commercial project that is currently being prepared for construction.

Utility reviews are pending and will be available by meeting time. There are public utilities that exist along this road.

Approval of this request will officially designate the road as a public street.

OPTIONS:

1. Approve the dedication of the street name of Hospitality Drive, as presented.
2. Deny the dedication of the street name of Hospitality Drive, as presented.



DED 101-25

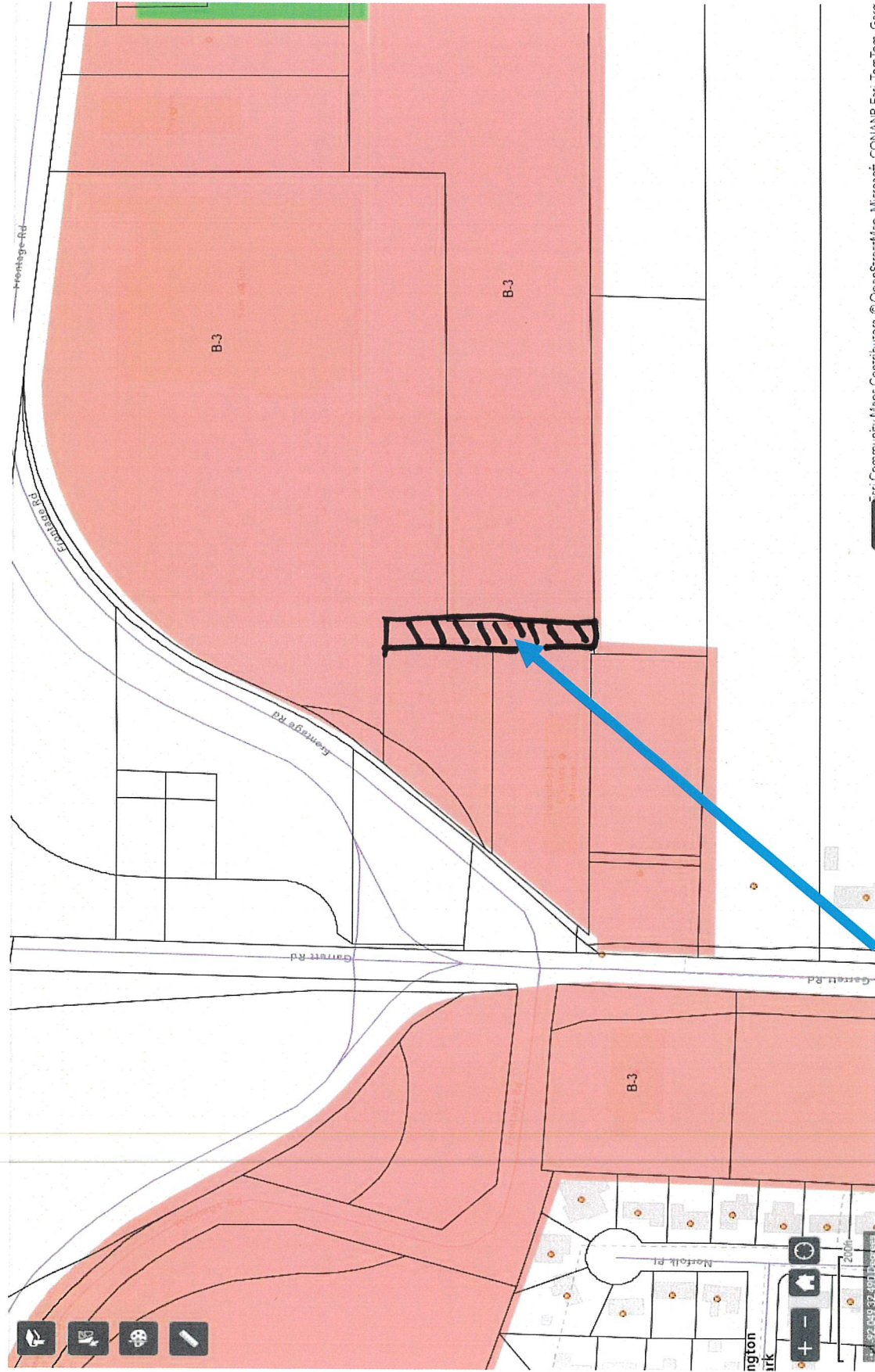
City of Monroe (Hospitality Drive)



Date Created: 9/30/2025
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1 inch = 200 feet

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DED 101-25

City of Monroe (Hospitality Drive)

**City of Monroe
Planning Commission**

CASE NO.: CUP 113-25
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 intends to sell packaged alcoholic beverages (beer and wine). Minimum parking requirements can be met on-site for the new establishment.

The applicant must obtain an inspection approval certificate (IAC) 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.





