

**M E M O**

**TO: ALL BOARD OF ADJUSTMENT MEMBERS**

**FROM: MR. ROBBIE MCBROOM, CHAIRMAN**

**DATE: MAY 1, 2026**

A Regular Meeting of the Board of Adjustment will be held on **Monday, May 11, 2026 at 5:15 p.m.** in the Council Chamber, First Floor, City Hall, Monroe, Louisiana.

**AGENDA**

**MINUTES:**

None

**VARIANCES:**

**V. 101-26: James Hewitt – 2609 Chatwood Drive, Monroe, LA 71201**

The applicant is requesting a 10' rear yard reduction variance, from 25' to 15', in order to construct a single-family residential addition. The property is located at 2609 Chatwood Drive.

**V. 102-26: Sunday Bougher – 4430 DeSiard Street, Monroe, LA 71203**

The applicant is requesting a sign square footage variance, from 100 sq. ft. to 176 sq. ft., in order to upgrade and improve service identification for an existing business. The property is located at 4430 DeSiard Street.

**OTHER BUSINESS:**

None

**City of Monroe  
Board of Adjustment**

**CASE NO.:** V 101-26  
**NAME OF APPLICANT:** JAMES HEWITT  
**SITE ADDRESS:** 2609 CHATWOOD DRIVE  
**COUNCIL DISTRICT:** 1

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**REQUEST:** The applicant is requesting a variance to construct a new single-family residential addition. This request will encroach 10' into the required rear yard setback, from 25' to 15'.

**SIZE OF PROPERTY:** 0.262 acres (more or less)

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

**PRESENT USE:** Single Family Residence

**MOST NEARLY BOUNDED BY (STREETS):** The property is located north of Chatwood Drive, south of Crestmont Street, east of Valencia Street and west of Briarmoor Drive.

**SURROUNDING LAND USES:** Surrounding land use consists of single-family residences in all directions.

**ADVERSE INFLUENCES:** The residence will be closer to the rear property line, per the ordinance.

**POSITIVE INFLUENCES:** The request will provide the homeowners additional livable square footage.

**COMMENTS/ RECOMMENDATIONS:** The applicant is requesting to construct a new addition onto an existing single-family residence. The proposal is to add space that will include a living room and bedroom area. This space is needed to accommodate a present and growing family.

The proposed request will encroach 10' into the required rear yard setback, instead of 25', as required by Ordinance. If approved, the new building setback line will be 15' from the rear property line.

Site plan, elevations and pictures are included for review.

*As with all variance requests, the applicant needs to provide evidence of specific hardship, one that is not based on financial considerations, to warrant the variance applied for and the relief requested. In addition, it must be noted that the variance requested is the minimum necessary to accomplish a reasonable use of the property.*

**OPTIONS:**

Approve the applicant's request, as presented.

Approve the applicant's request with conditions.

Deny the applicant's request, as presented.

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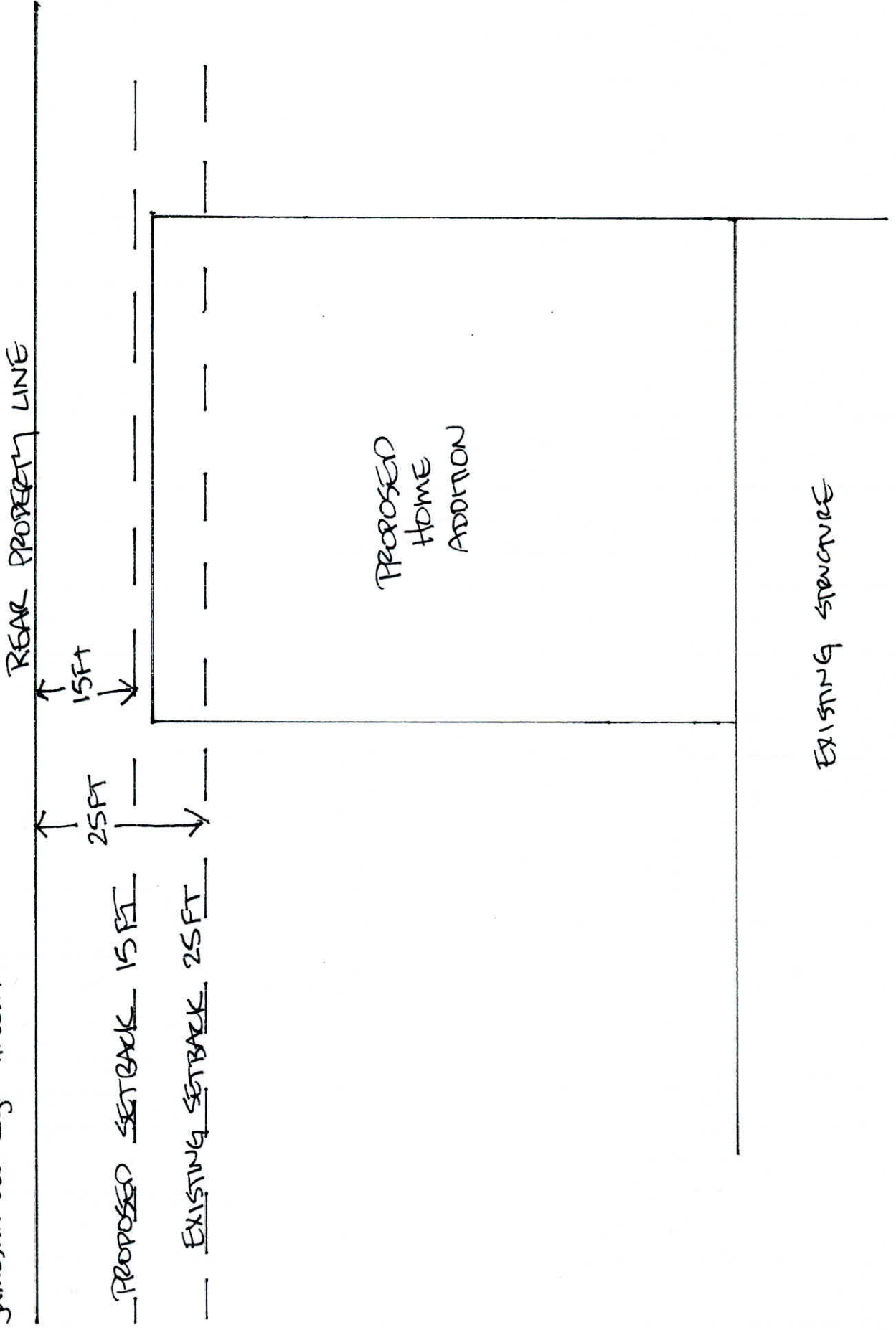
**PLEASE NOTE THE FOLLOWING EIGHT (8) CONDITIONS IN WHICH A VARIANCE IS TO BE CONSIDERED:**

***The Board may grant a variance only if it makes findings that the following conditions, insofar as applicable, have been satisfied:***

1. Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district.
2. Literal interpretation of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Ordinance.
3. The special conditions and circumstances do not result from the actions of the applicant or any other person who may have or had interest in the property.
4. Granting the variance requested will not confer on the applicant any special privilege that is denied by this Ordinance to other lands, structures, or buildings in the same district or similarly situated.
5. The variance, if granted, will not alter the essential character of the locality.
6. Strict adherence to the regulation for the property would result in a demonstrable hardship upon the owner, as distinguished from mere inconvenience.
7. The purpose of the variance is not based exclusively upon a desire to serve the convenience or profit of the property owner or other interested party(s).
8. The proposed variance will not impair an adequate supply of light and air to adjacent property, or increase substantially the congestion in the public street, or increase the danger of fire, or endanger the public safety.

7. The purpose of the variance is not based exclusively upon a desire to serve the convenience or profit of the property owner or other interested party(s).
8. The proposed variance will not impair an adequate supply of light and air to adjacent property, or increase substantially the congestion in the public street, or increase the danger of fire, or endanger the public safety.

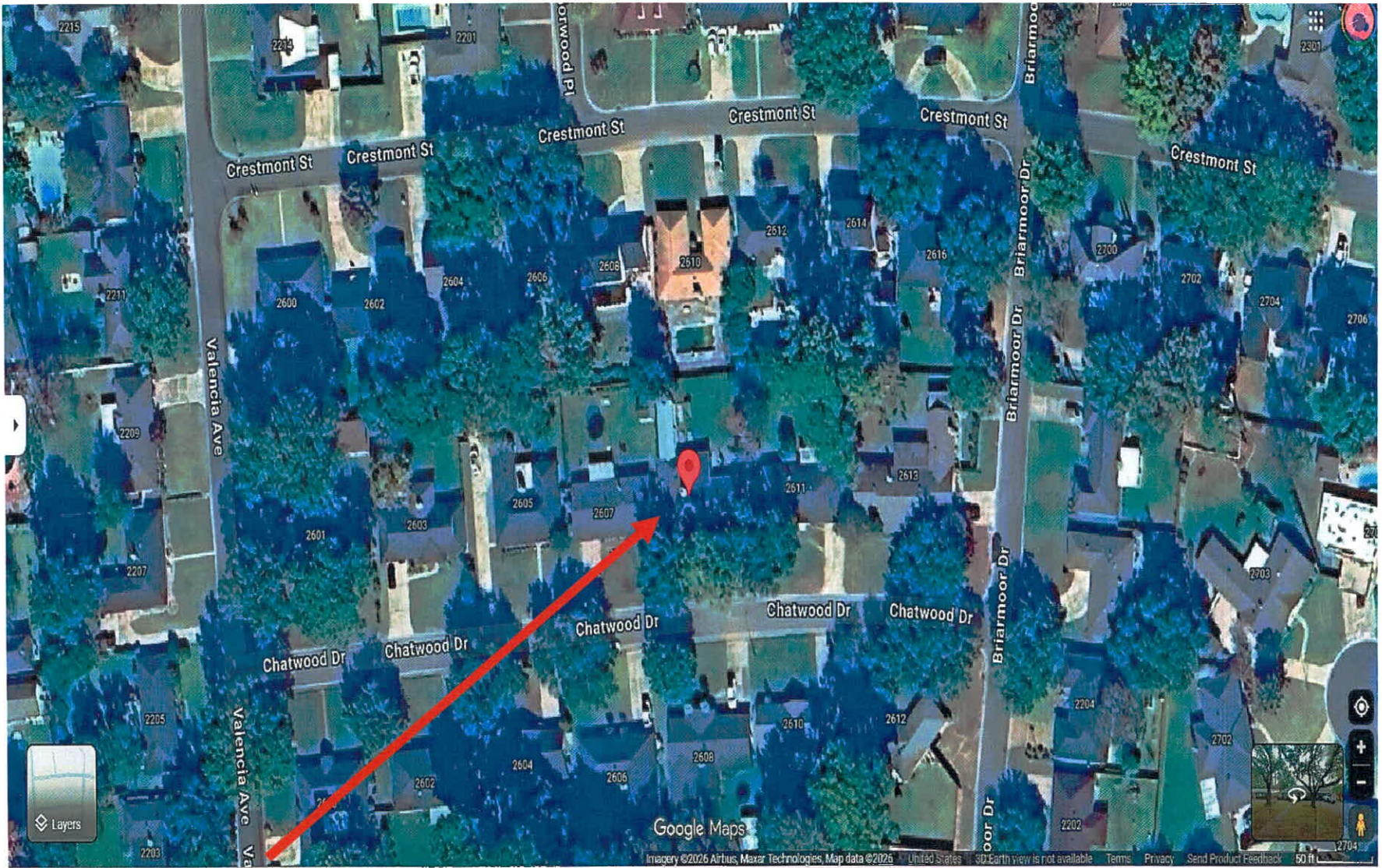
JAMES HEWITT  
2609 CHATWOOD DR  
MONROE, LA 71201  
318-366-7116  
jameshewitt1@gmail.com



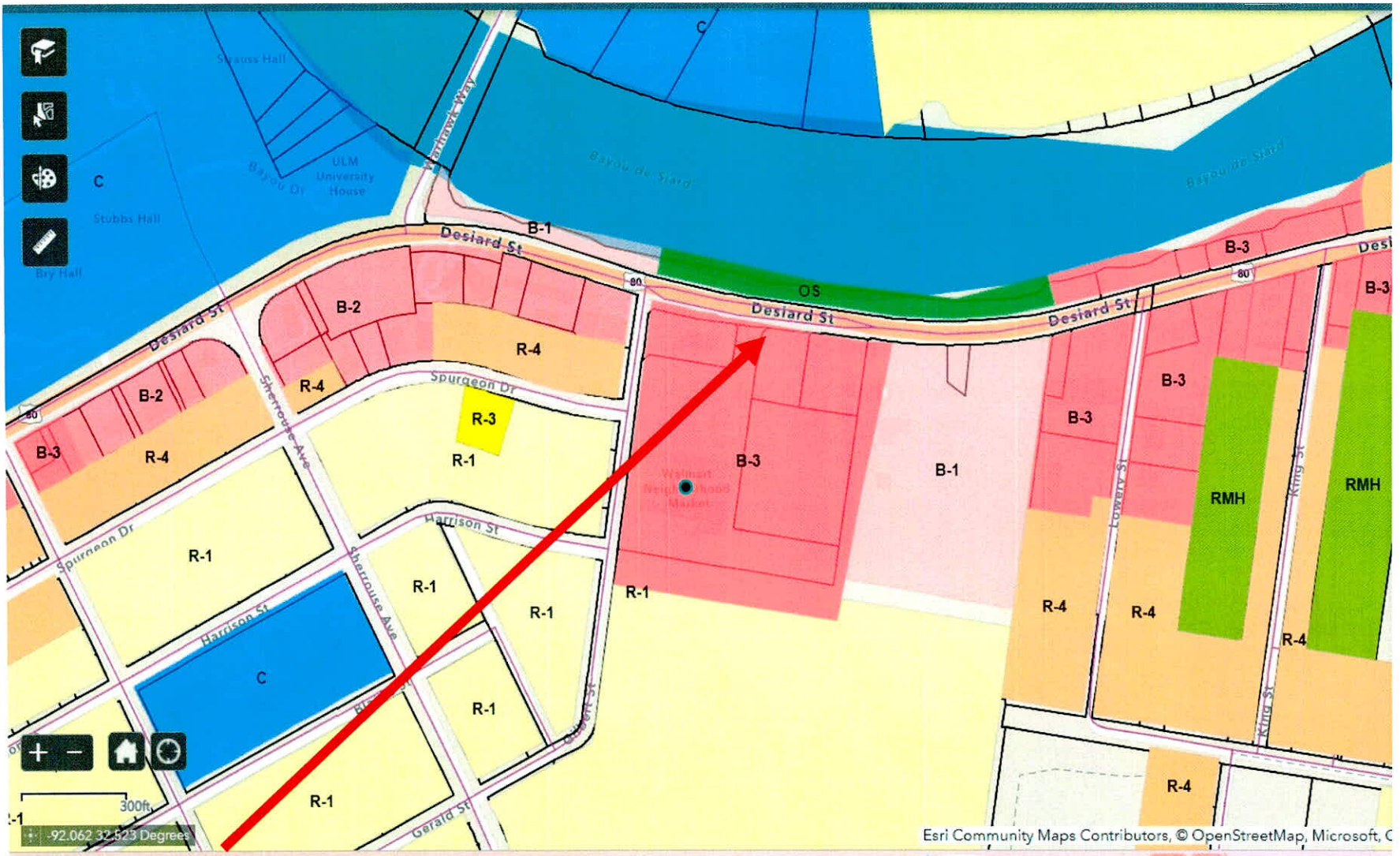








2609 Chatwood Drive



2609 Chatwood Drive



2609 Chatwood Drive

**City of Monroe  
Board of Adjustment**

**CASE NO.:** V 102-26  
**NAME OF APPLICANT:** SUNDAY BOUGHER/SGA DESIGN GROUP  
**SITE ADDRESS:** 4430 DESIARD STREET  
**COUNCIL DISTRICT:** 3

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**REQUEST:** The applicant is requesting a variance to update an existing pylon sign. This request will increase the overall signage square foot to 176 square feet, instead of 100 square feet.

**SIZE OF PROPERTY:** 0.660 acres (more or less)

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

**PRESENT USE:** Grocery store and fuel center

**MOST NEARLY BOUNDED BY (STREETS):** The property is located north of Blanks Street, south of DeSiard Street, east of Gilbert Street and west of Lowery Street.

**SURROUNDING LAND USES:** Surrounding land use consists of single-family residences to the west, commercial to the east and vacant land to the south.

**ADVERSE INFLUENCES:** The request will allow the sign reader board to have a greater square footage than allowed by Ordinance.

**POSITIVE INFLUENCES:** The applicant will provide updated information to the public for the market and fuel center.

**COMMENTS/ RECOMMENDATIONS:** The applicant is requesting to upgrade an existing double-sided lighted pylon sign. The sign is located on the east side of the existing Walmart Fuel Center. The proposal is to increase the signs area, by adding an additional reader board, to provide equal identification of services for both the market and fuel center.

The current sign, represents both the Walmart Neighborhood Market and the Walmart Fuel Center, is approximately 100 square feet. The applicant is requesting to update the existing sign to be upgraded to 176 square feet. g room and bedroom area. This space is needed to accommodate a present and growing family.

The proposed square footage request will be increased by 76', instead of 100' square feet in area, as required by Ordinance. If approved, the new sign will be 176' square feet.

Site plan, elevations and pictures are included for review.

*As with all variance requests, the applicant needs to provide evidence of specific hardship, one that is not based on financial considerations, to warrant the variance applied for and the relief requested. In addition, it must be noted that the variance requested is the minimum necessary to accomplish a reasonable use of the property.*

**OPTIONS:**

Approve the applicant's request, as presented.

Approve the applicant's request with conditions.

Deny the applicant's request, as presented.

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**PLEASE NOTE THE FOLLOWING EIGHT (8) CONDITIONS IN WHICH A VARIANCE IS TO BE CONSIDERED:**

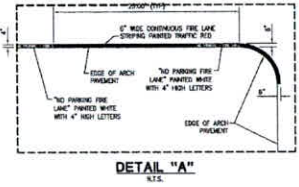
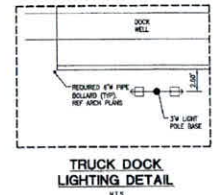
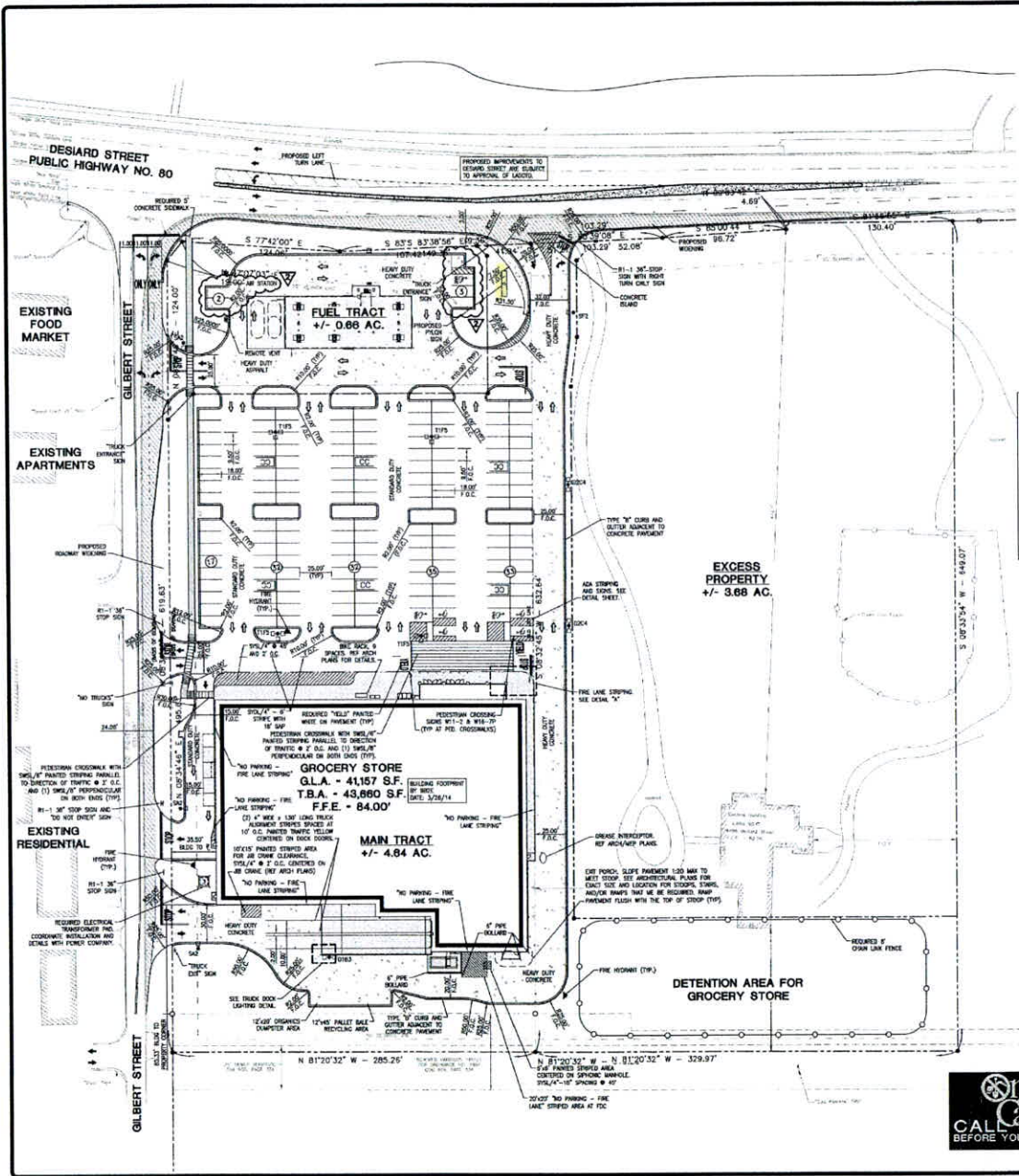
***The Board may grant a variance only if it makes findings that the following conditions, insofar as applicable, have been satisfied:***

1. Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district.
2. Literal interpretation of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Ordinance.
3. The special conditions and circumstances do not result from the actions of the applicant or any other person who may have or had interest in the property.
4. Granting the variance requested will not confer on the applicant any special privilege that is denied by this Ordinance to other lands, structures, or buildings in the same district or similarly situated.
5. The variance, if granted, will not alter the essential character of the locality.
6. Strict adherence to the regulation for the property would result in a demonstrable hardship upon the owner, as distinguished from mere inconvenience.

7. The purpose of the variance is not based exclusively upon a desire to serve the convenience or profit of the property owner or other interested party(s).
8. The proposed variance will not impair an adequate supply of light and air to adjacent property, or increase substantially the congestion in the public street, or increase the danger of fire, or endanger the public safety.

NO.	DATE	BY	DESCRIPTION
001	07/21/14	JPH	ISSUED FOR PERMITTING
002	07/21/14	JPH	ISSUED FOR PERMITTING
003	07/21/14	JPH	ISSUED FOR PERMITTING
004	07/21/14	JPH	ISSUED FOR PERMITTING
005	07/21/14	JPH	ISSUED FOR PERMITTING
006	07/21/14	JPH	ISSUED FOR PERMITTING
007	07/21/14	JPH	ISSUED FOR PERMITTING
008	07/21/14	JPH	ISSUED FOR PERMITTING
009	07/21/14	JPH	ISSUED FOR PERMITTING
010	07/21/14	JPH	ISSUED FOR PERMITTING

REVISION	BY
1	JPH
2	JPH
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10	JPH



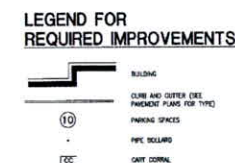
### PARKING ANALYSIS (CITY CRITERIA)

GROCERY STORE SALES FLOOR AREA: 32,588 S.F.  
 EMPLOYEES PER SHIFT: 25 MAX.

REQUIRED PARKING:  
 1 SPACE/300 SF: 108 SPACES  
 1 SPACE/2 EMPLOYEES PER SHIFT: 13 SPACES  
 TOTAL SPACES REQUIRED: 122 SPACES  
 TOTAL SPACES PROVIDED: 153 SPACES

- #### SITE NOTES:
- ALL WORK AND MATERIALS SHALL COMPLY WITH ALL CITY REGULATIONS AND CODES AND O.S.H.A. STANDARDS.
  - CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF RETAINING WALLS, SLOPE PROTECTION, SIDEWALKS, CUT FORDS, TRUCK DOCKS, PAVED AREAS, SIDEWALKS AND EXACT LOCATIONS OF ALL UTILITIES.
  - ALL DISTURBED AREAS ARE TO BE REVEGETATED WITH SEEDS, MULCH AND SOIL. A HEALTHY STAND OF GRASS IS ESTABLISHED UNDER EXISTING TREES ON LANDSCAPING OR EROSION AND SEDIMENTATION CONTROL PLANS.
  - ALL CURBED SIDE WALKS ARE TO BE 10' UNLESS OTHERWISE NOTED. STOPPED RANGES ARE TO BE 5'.
  - ALL DIMENSIONS AND FINISH ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
  - EXISTING UTILITIES WITHIN CONSTRUCTION LIMITS ARE TO BE MAINTAINED, REPAIRED OR RELOCATED AS NECESSARY. ALL COSTS SHALL BE INCLUDED IN BIDDING.
  - CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, UNLESS OTHERWISE NOTED ON PLANS INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, SIDEWALKS, SIDEWALKS, TRAFFIC SIGNALS IN PAVEMENT, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH CONCRETE REPAIRS REQUIREMENTS AND REPAIRS TO BE MADE IN ACCORDANCE WITH THE SPECIFICATIONS FOR SUCH. ALL COSTS SHALL BE INCLUDED IN BIDDING.
  - SEE BOUNDARY, SURVEYING, UTILITY AND ROAD INFORMATION TAKEN FROM A SURVEY BY ALAN LAM, SURVEYING.
  - THE SITE WORK FOR THIS PROJECT SHALL MEET OR EXCEED THE SITE SPECIFIC SPECIFICATIONS.
  - REFER TO WORK PLANS FOR SITE LIGHTING ELECTRICAL PLAN.

- #### FINISHES AND NOTES:
- CONCRETE FINISHES AND FIELDS TO BE COMPLETED PER CITY USE DETAIL SHEET (TYPICAL OF ALL EXTERIOR CONCRETE EXCEPT ARCHITECTURAL CONCRETE).
  - ISOLATION JOINT TYPICAL AT FRESH CONCRETE BALANCE, RETAINING WALLS, TRUCK DOCKS, TRUCK DOCKS, SIDEWALKS, LIGHT POLE BASES AND BALUNES. SEE DETAIL SHEET.



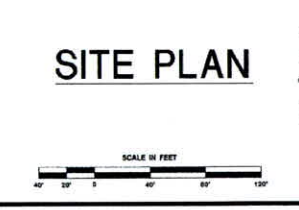
#### TENANT SITE ANALYSIS

TOTAL BUILDING AREA: 42,680 S.F.  
 PARKING (ASSOCIATE AND CUSTOMER): 147 SPACES  
 ACCESSIBLE: 8 SPACES  
 TOTAL PARKING: 153 SPACES  
 RATIO: 3.59/1000 S.F.  
 CART CORRALS: 6 CORRALS/8 SPACES

\* PARKING SPACES OBSTRUCTED BY CART CORRALS ARE NOT INCLUDED IN OVERALL PARKING RATIO.

#### AREA ANALYSIS

MAIN TRACT: +/- 4.84 ACRES  
 FUEL OUTLOT: +/- 0.66 ACRES  
 EXCESS PROPERTY: +/- 3.88 ACRES  
 TOTAL TO BE ACQUIRED: +/- 8.98 ACRES



**DUPLANTIS DESIGN GROUP, PC**  
 Civil, Mechanical, Electrical  
 141 East Bayou Boulevard, Thibodaux, LA 70301  
 WWW.DDGP.COM Phone: 985-447-0096 | Fax: 985-447-0099  
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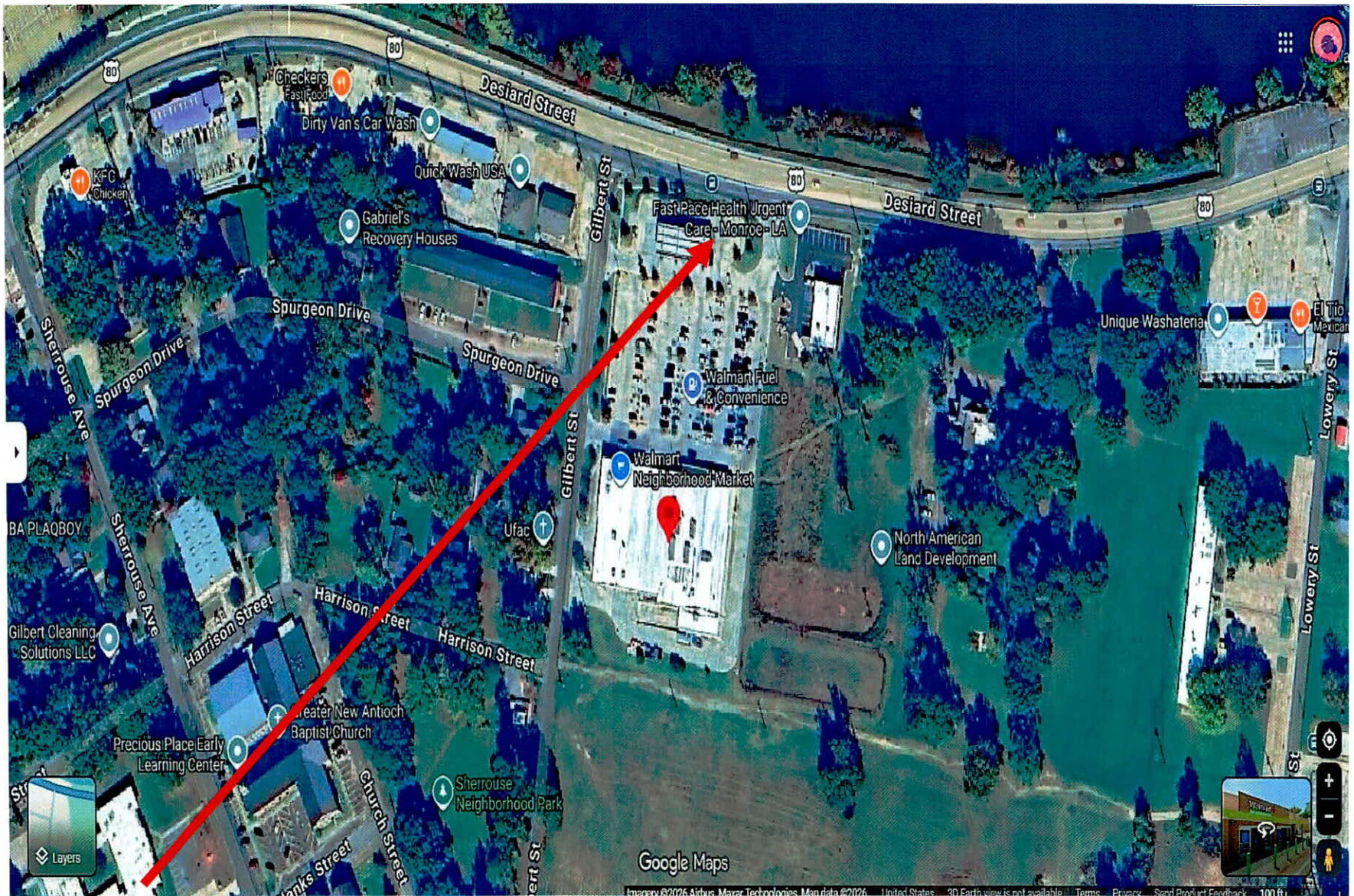
**DDG**  
 DATE: 7/21/14  
 DRAWN BY: JPH

PROPOSED GROCERY STORE #2918  
 MONROE, LOUISIANA (DESIARD)  
 CHAUCHITA PARISH  
 FOR POLSTAR DEVELOPMENT  
 CHATTANOOGA, TENNESSEE

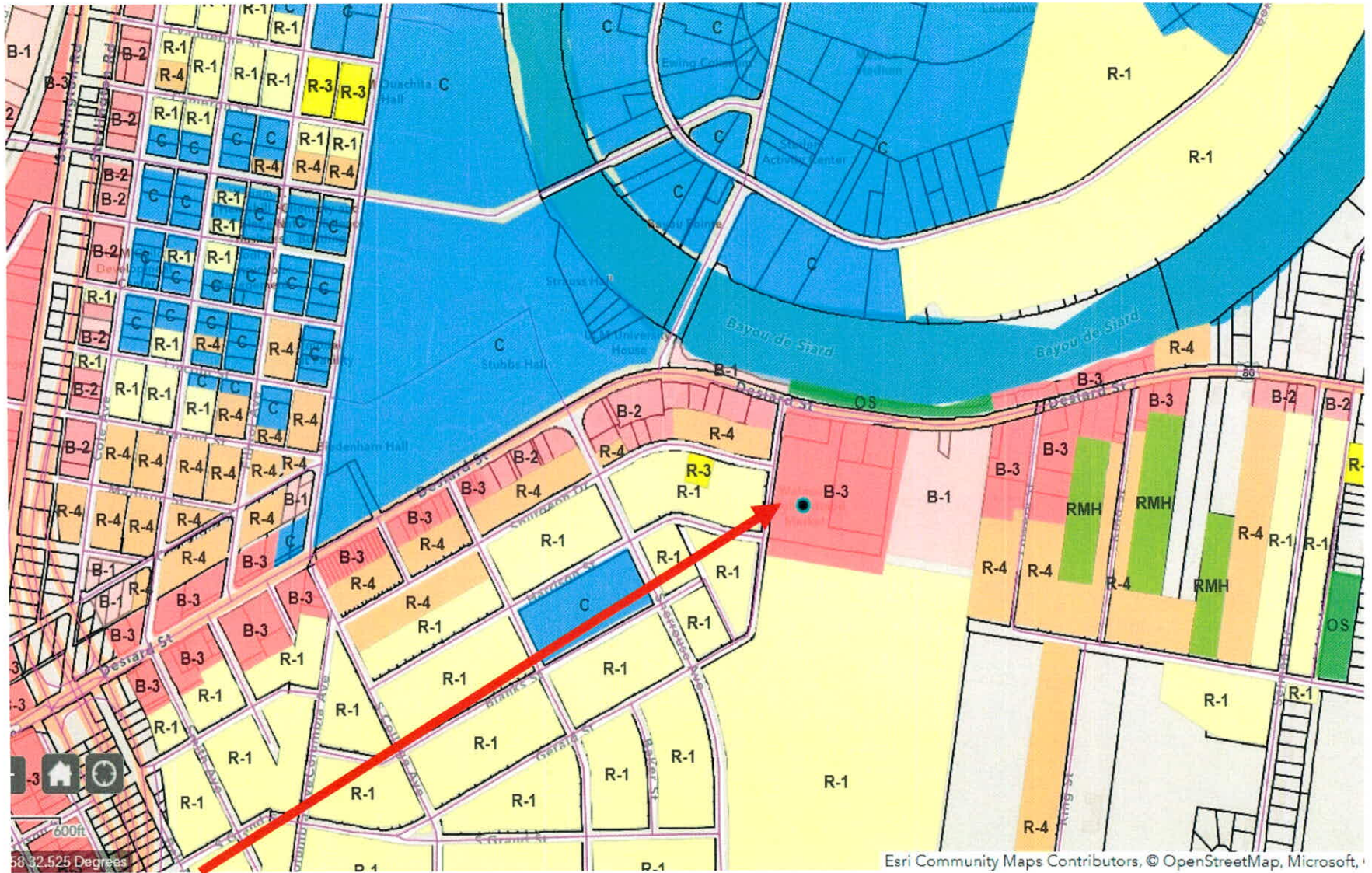
DRAWN: JPH  
 CHECKED: JPH  
 ISSUED DATE: 4-29-14  
 ISSUED FOR: PERMITTING  
 PROJECT NO.: 14-103  
 FILE: 14-103 C-1 SITE  
 SHEET: C-1







4430 DeSiard Street



4430 DeSiard Street

