

M E M O

TO: ALL BOARD OF ADJUSTMENT MEMBERS

FROM: MR. ROBBIE MCBROOM, CHAIRMAN

DATE: JULY 31, 2026

A Regular Meeting of the Board of Adjustment will be held on **Monday, August 10, 2026 at 5:15 p.m.** in the Council Chamber, First Floor, City Hall, Monroe, Louisiana.

AGENDA

MINUTES:

None

VARIANCES:

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.

V. 103-26: Matthew McHenry – 3402 Deborah Place, Monroe, LA 71201

The applicant is requesting a 20' rear yard setback, from 25' to 5', in order to construct a residential addition onto an existing structure. The property is located at 3402 Deborah Place.

OTHER BUSINESS:

None

**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

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.

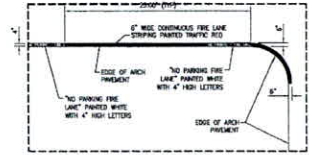
PLEASE NOTE THE FOLLOWING EIGHT (8) CONDITIONS IN WHICH A VARIANCE IS TO BE CONSIDERED:

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.

REVISION	BY
REVISION #3 7/21/14	JPH
REVISION #6 10/31/14	LAE



DETAIL "A"
N.T.S.

PARKING ANALYSIS (CITY CRITERIA)	
GROCERY STORE SALES FLOOR AREA	32,588 S.F.
EMPLOYEES PER SHIFT	25 MAX.
REQUIRED PARKING:	
1 SPACE/300 SF	109 SPACES
1 SPACE/2 EMPLOYEES PER SHIFT	13 SPACES
TOTAL SPACES REQUIRED:	122 SPACES
TOTAL SPACES PROVIDED:	153 SPACES

- PAVEMENT NOTES:**
- CONCRETE JOINTING AND FILLERS TO BE COMPLETED PER DETAIL (SEE DETAIL SHEET) (TYPICAL OF ALL EXTERIOR CONCRETE EXCLUSIVE OF ARCHITECTURAL CONCRETE)
 - ISOLATION JOINT TYPICAL AT FIXED STRUCTURES (BUILDING RETAINING WALLS/DOCK WALLS, DROP INLETS, MANHOLES, LIGHT POLE BASES AND BOLLARDS). SEE DETAIL SHEET.

DWFL/4" - SINGLE WHITE SOLID LINE / 4" WIDE
 DWFL/6" - DOUBLE YELLOW SOLID LINE / 6" WIDE EACH
 SYFL/6" - SINGLE YELLOW SOLID LINE / 6" WIDE
 DWDL/4" - SINGLE WHITE DASHED LINE / 4" WIDE
 DWFL/24" - SINGLE WHITE SOLID LINE / 24" WIDE
 DWFL/8" - SINGLE WHITE SOLID LINE / 8" WIDE
 SYDL/6" - SINGLE YELLOW DASHED LINE / 4" WIDE

	BUILDING
	CURB AND GUTTER (SEE PRECEDING PLANS FOR TYPE)
	PARKING SPACES
	PIPE COLLARS
	CANY CORNERS
	PROPERTY LINE
	HEAVY DUTY CONCRETE PAVEMENT
	STANDARD DUTY CONCRETE PAVEMENT
	REQUIRED ROADWAY WEEDING
	GEOTECHNICAL APRON, SEE ARCH PLANS
	CONCRETE SIDEWALK
	SEE LIGHTING POLES

TOTAL BUILDING AREA	42,880 S.F.
PARKING (ASSOCIATE AND CUSTOMER) ACCESSIBLE	147 SPACES 8 SPACES
TOTAL PARKING	153 SPACES
RATIO	3.59/1000 S.F.
CART CORRALS*	8 CORRALS 76 SPACES

MAIN TRACT	+/- 4.64 ACRES
FUEL OUTLOT	+/- 0.66 ACRES
EXCESS PROPERTY	+/- 3.66 ACRES
TOTAL TO BE ACQUIRED	+/- 8.96 ACRES

SCALE IN FEET

A horizontal scale bar with alternating black and white segments. Below the bar, numerical values are marked: 40', 20', 0, 40', 60', and 120'.

STAMP

DRAWN JPH
CHECKED RCB
ISSUED DATE 4-29-14
ISSUED FOR PERMITTING
PROJECT NO. 14-153
FILE 14-153 C-1 SITE
SHEET C-1

SIGNAGE	QTY	COLOR	INDIVIDUAL AREA	TOTAL AREA
VERTICAL PRICE SIGN (INFLADOL)	1	BLACK	25.46 SQ	25.46 SQ
VERTICAL PRICE SIGN (PUMET)	1	BLACK	25.46 SQ	25.46 SQ
VERTICAL PRICE SIGN (CHISEL)	1	BLACK	25.46 SQ	25.46 SQ
Painted Price Internationally LUMINA 1.21		WHITE LETTERING	39.50 SQ	39.50 SQ
TOTAL SIGN SIGNAGE				175.88

[illegible]

NOTE: THE SQUARE FOOTAGE IS NOT REQUIRED FOR THE SIGNAGE SHOWING 0.00 SF							
A	ETH/INCK	SIGNAGE	HEIGHT	COLOR	ILLUMINATED	QTY	RECTANGULAR AREA
	PRINT SIGNAGE						
01	NEW	Vertical	8'-0"	WHITE	YES	1	136.01
02	NEW	Plaque	6'-0"	WHITE	YES	1	37.73
03	NEW	Horizontal	8'-0"	NO	NO	1	24.00
04	NEW	Plaque (Cylinder) - (2) SIGNS	2'-0"	NO	NO	1	66.47
05	NEW	Arched Number	7'-0"	WHITE	NO	1	0.00
	PRINT SIGNAGE						
	PLAQUE/CYLINDER/ARCHED SIGNAGE						

1. DAMAGE FURNISHED BY VALMANT AND INSTALLED BY THE GC THROUGH ASSIGNED SPECIAL CONTRACTOR
ALL EXISTING AIR CONDITIONING DEGRADE IS TO REMAIN IN PLACE ON THE 8TH FLOOR. THE GC SIGN COMPANY IS OBLIGED TO REPAIR AND REPLACE ALL EXISTING AIR CONDITIONING DEGRADE TO MATCH THE EXISTING DEGRADE AT THE SIGN LOCATIONS, AND REPAIR AND INSTALL PER PLANS.

2. EXISTING SIGN DEGRADE IS TO REMAIN IN PLACE. THE LOCATION OF EXISTING EXTERIOR DEGRADE SIGNAGE WILL REMAIN IN PLACE UNTIL ALL MODIFICATIONS AND/OR REPAIRS HAVE BEEN COMPLETED AND DEGRADE IS INSTALLED.

3. EXTERIOR SIGNAGE WILL BE APPROXIMATELY 120" BY 120".

4. EXTERIOR SIGN WORK NEEDS TO BE SCHEDULED, COORDINATED, AND COMPLETED DURING WEEK 4 OF THE CONSTRUCTION PERIOD.

5. NOT LRD

6. DISPOSITION:

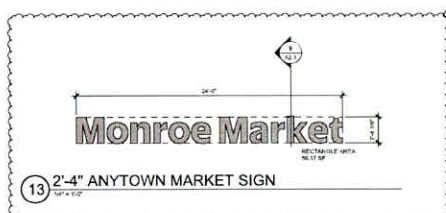
A. BY THE FIRST WEEK OF CONSTRUCTION, REVIEW EXISTING CONSTRUCTION WORK DEGRADATION WILL BE INSTALLED AND REPAIRS TO MATCH EXISTING DEGRADE WILL BE COMPLETED. REQUEST APPROVAL FROM CONSTRUCTION MANAGER TO SUBMIT WITH AN ADDITIONAL WEEK.

B. CONSTRUCTION MANAGER TO SUBMIT WITH AN ADDITIONAL WEEK.

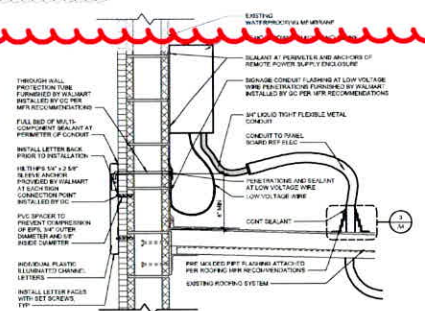
C. NOTE DIFFERENCES IN CONSTRUCTION, INCLUDING DIMENSIONS, AND INCLUDE TWO PHOTOS (ON EACH SIDE).



PYLON SIGN

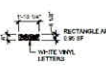


13 2'-4" ANYTOWN MARKET SIGN



ATTACHMENT AT CMU

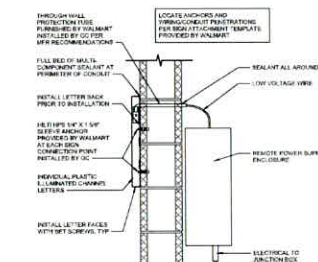
11 SIGNAGE ATTACHMENT



⑧ 6" ENTER



7 6" CLEARANCE

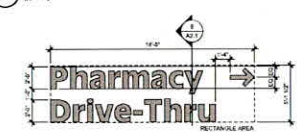


ATTACHMENT AT CMU BELOW
ROOF LINE

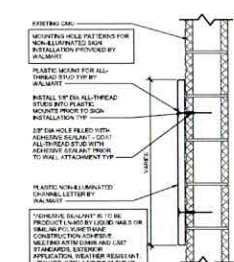
10 SIGN ATTACHMENT AT CMU WALL



6 1'-0" ADDRESS

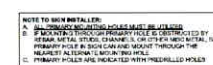


2'-0" PHARMACY DRIVE-THR
(RIGHT ARROW)

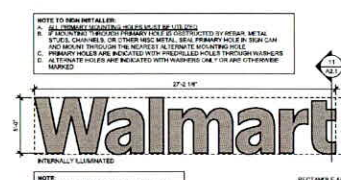


ATTACHMENT AT CMU WALL

9 SIGN ATTACHMENT AT CMU WALL



② $\frac{2^1-6^0}{1^0-1^0}$ PICKU



1 5'-0" WALMART SIG
1/4" = 1'-0"

S&S Design Group, P.C.

[illegible]

CHIFFRE TANTE	
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Walmart
MONROE, LA
4433 DESARD STREET
STORRE MO 02974-177

[illegible]

CHECKED BY: SR	RCN/V7
DRAWN BY:	EE
PROTO CYCLE:	042528
DOCUMENT DATE:	071925

Yang Huijun (1956-), born in Jiangsu Province, is a senior engineer of the Jiangsu Provincial Highway Engineering Design Institute. He has been engaged in highway engineering design and research for more than 20 years. He has published more than 10 papers in the field of highway engineering design and research. He is currently engaged in the design and research of highway engineering.

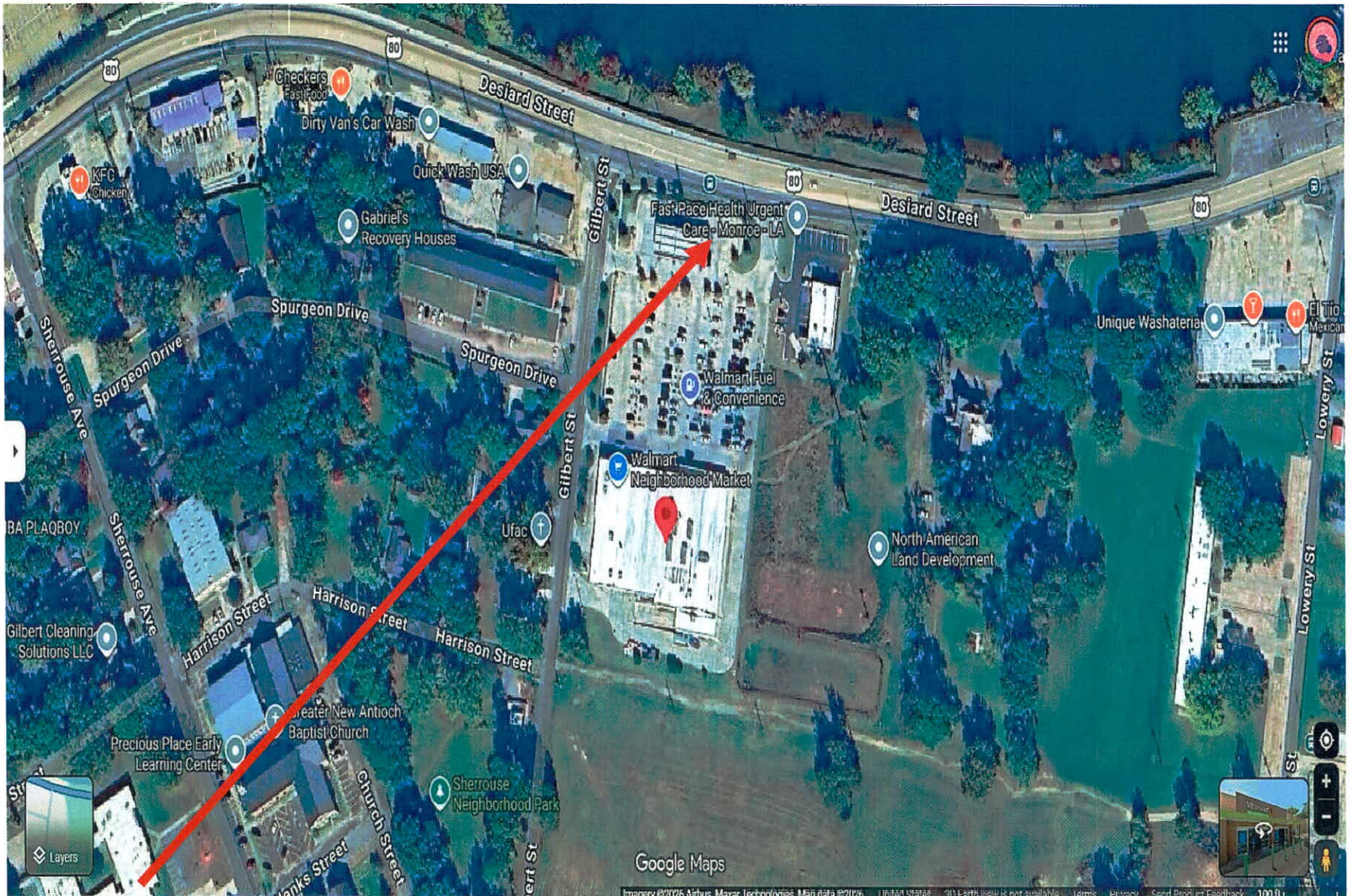
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Danvers, MA 01923
Tel: 978-750-8400

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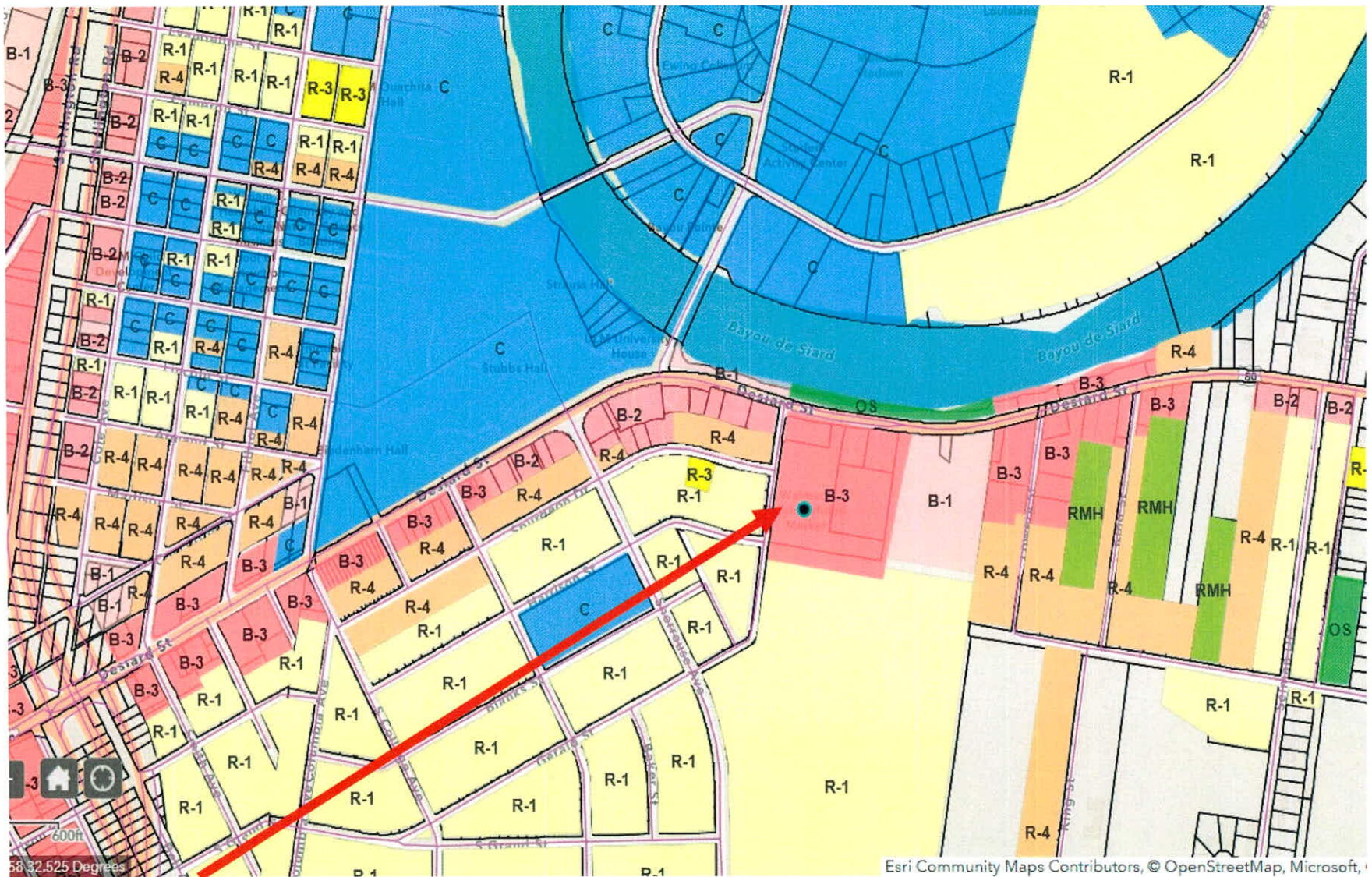
**EXTERIOR
SIGNAGE**

	SIGNAGE
--	---------

SHEET
A2.1



4430 DeSiard Street



4430 DeSiard Street



4430 DeSiard Street

**City of Monroe
Board of Adjustment**

CASE NO.:	V 103-26
NAME OF APPLICANT:	MATTHEW MCHENRY
SITE ADDRESS:	3402 DEBORAH PLACE
COUNCIL DISTRICT:	1

REQUEST: The applicant is requesting a variance to construct a new addition onto an existing single-family residence. This request will encroach 20' into the required rear yard setback, from 25' to 5'.

SIZE OF PROPERTY: 0.676 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 and west of West Deborah Drive, south of Stowers Drive, east of Deborah 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, than prescribed by 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 living quarters and recreational area. This space is needed to accommodate a present and growing family.

The proposed request will encroach 20' into the required rear yard setback, instead of being 25', as required by Ordinance. If approved, the new building setback line will be 5' 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.

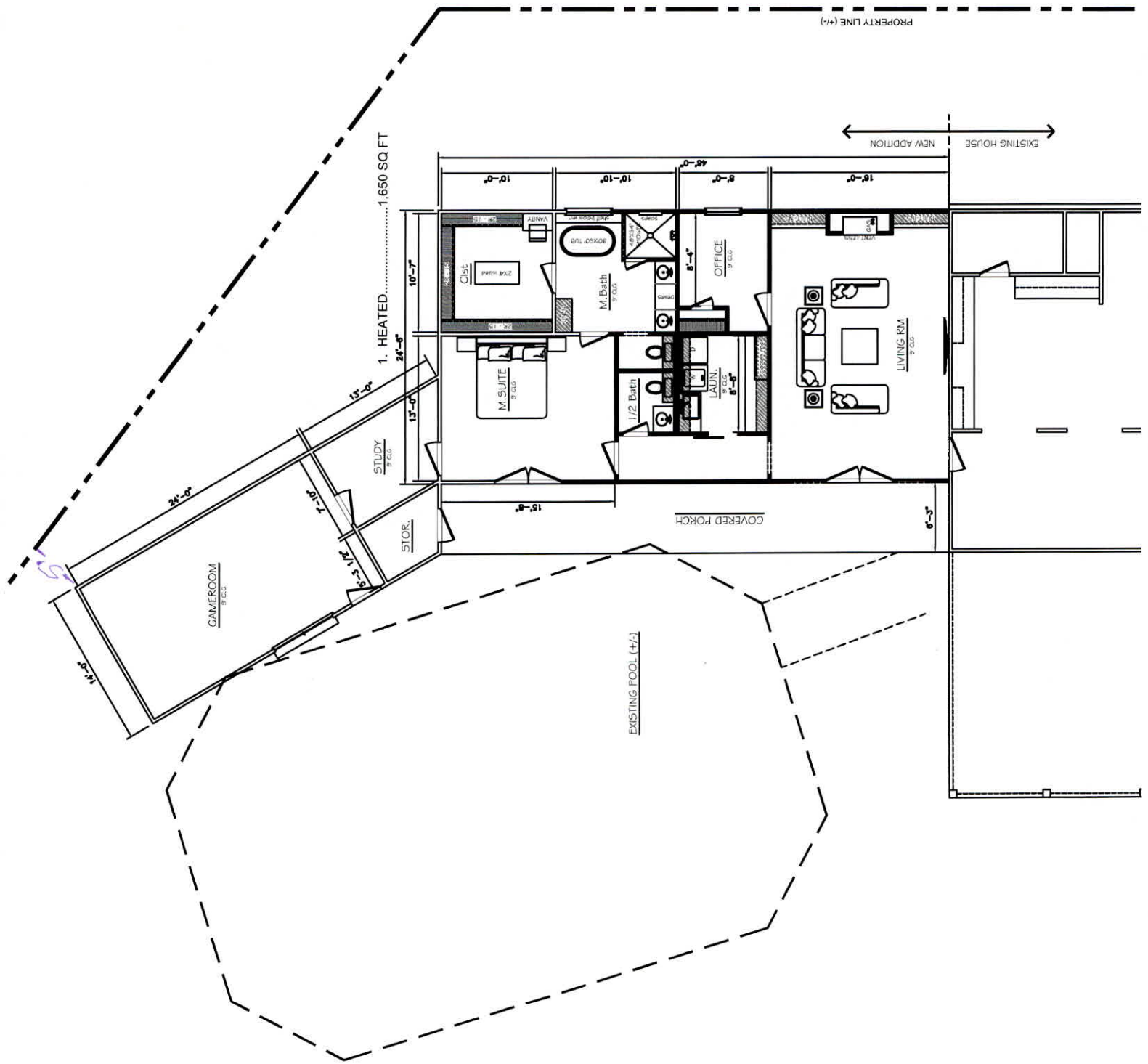
Approve the applicant's request with conditions.

Deny the applicant's request, as presented.

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

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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.

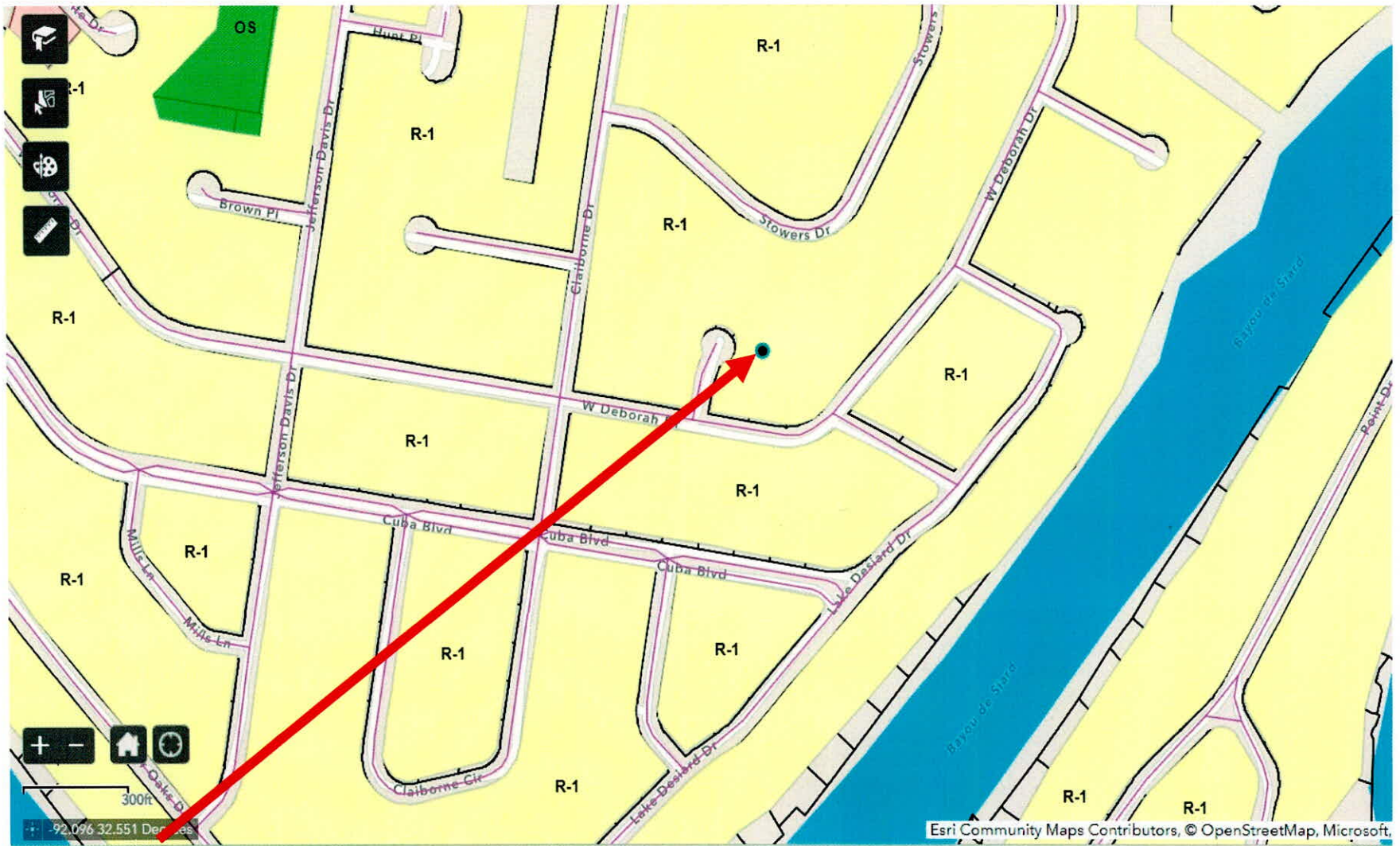




Date Created: 7/6/2026
Created By: anonymous

1 inch = 36 feet

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3402 Deborah Place



3402 Deborah Place