



Planning Commission

TO: Mayor Staci Albritton Mitchell
Alderman Morgan Buxton
Alderman James Polk Brian
Alderman Ben Westerburg
Alderman Thomas Hamilton
Alderman Rodney Welch
Doug Caldwell, City Attorney
Lydia Holland, City Attorney
Andrea Pate, City Clerk
Courtney Hornsby, Chief of Staff
City Engineer

FROM: Jonathan Kaufman, Building & Development Director
318-397-6720 or 318-397-6722

A handwritten signature in black ink, appearing to read "J. Kaufman", is written over the "FROM:" line.

DATE: Enclosed please find the packet from the November 18, 2024
Planning Commission meeting, for your review:

Case for Review to be heard by City Council on 11-18-2024:

ZC-24-45000013 by Debbie W. Blue Et Al. Requesting Zone Change from B-3 (General Business) District to R-1 (Single Family Residential) District for property located at 105 N Church Street (Parcel #39292) to restore family home per West Monroe Code of Ordinances Sec. 12: 5014. Jonathan Kaufman explained that this property had been presented in Environmental Court as a dilapidated structure. Alfred Washington, 105 N Church St, explained the property had been their family for 45 years and they would like to restore it to its potential. He also said that they had a licensed contractor ready to start work pending the approval of the application. AJ Word asked if the property adjacent to 105 N Church Street, also owned by the Washington Family, would need to be zoned as well or would a 6ft privacy fence need to be built. The Commission concluded the zoning for the adjacent property will not need to be rezoned, and that a 6ft barrier would not be needed. Linda Sharp, 108 N Church Street, was concerned about if this would impact her property value in a negative way. The Commissioners assured her that her property would most likely increase in value. Brian Bendily motioned to approve this application. Judy Poole second. **This application has been sent with a FAVORABLE recommendation from the West Monroe City Planning Commission.** The West Monroe City Council will hear this case on December 3, 2024.

PLANNING COMMISSION MINUTES

Monday, November 18, 2024

MEMBERS PRESENT: Tom Malmay
Judy Poole
Brian Bendily
AJ Word

MEMBERS ABSENT: Melody Olson

OTHERS PRESENT: Jonathan Kaufman, Director, Building & Development
Jeremy Ratcliff, Deputy Director, Building & Development
Chessi Alexander, Building & Development
Doug Caldwell, West Monroe City Attorney
Lydia Holland Baugh, West Monroe City Attorney
David Fox, 212 Conella Street
Alfred Washington, 105 N Church Street
Debbie Washington, 105 N Church Street
Linda Sharp, 200 South 26
Deborah Wright, 108 Church Street

The Monday, November 18, 2024, Planning Commission Meeting was called to order by Brian Bendily. The Commission approved the minutes of the Monday, October 21, 2024, Planning Commission meeting.

The cases for review were:

PASE-24-15000004 by Carlos Escobar for property owned by Carlos Escobar & Julia Matias located at 212 Vine Street (Parcel #36491). Requesting Planning Approval / Special Exception for Class B Mobile Home (Year 2010/Size 16ftx80ft) in an R-1 (Single Family Residential) District per West Monroe Code of Ordinances Section 12-5012 (3). No one was present for this application. Brian Bendily motioned to Table this application. Judy Poole second. **The application has been TABLED and will be heard at the December 16, 2024 meeting.** This application will be heard at the November 25, 2024, Board of Adjustments Meeting.

ZC-24-45000013 by Debbie W. Blue Et Al. Requesting Zone Change from B-3 (General Business) District to R-1 (Single Family Residential) District for property located at 105 N Church Street (Parcel #39292) to restore family home per West Monroe Code of Ordinances Sec. 12: 5014. Jonathan Kaufman explained that this property had been presented in Environmental Court as a dilapidated structure. Alfred Washington, 105 N Church St, explained the property had been their family for 45 years and they would like to restore it to its potential. He also said that they had a licensed contractor ready to start work pending the approval of the application. AJ Word asked if the property adjacent to 105 N Church Street, also owned by the Washington Family, would need to be zoned as well or would a 6ft privacy fence need to be built. The Commission concluded the zoning for the adjacent property will not need to be rezoned, and that a 6ft barrier would not be needed. Linda Sharp, 108 N Church Street, was concerned about if this would impact her property value in a negative way. The Commissioners assured her that her property would most likely increase in value. Brian Bendily motioned to approve this application. Judy Poole second. **This application has been sent with a FAVORABLE recommendation from the West Monroe City Planning Commission.** The West Monroe City Council will hear this case on December 3, 2024.

In Other Business:

The Commission had an open discussion regarding the APPEAL of the following applications:

PBG/SUB-24-55000001 by Sharon D. Russ-Joseph Russ for property located on Copley Street (Parcel 118514). Requesting Planned Building Group / Subdivision Review for Highlander West (3 lots) .456 total acres in Sec44 T18N R3E per West Monroe Code of Ordinances Section 12-2001. An APPEAL was sent to the City Council and was heard by the City Council on November 12, 2024. **The City Council APPROVED this application.**

PLANNING COMMISSION MINUTES
Monday, November 18, 2024

ZC-24-45000012 by Bailey Properties of N LA LLC. Requesting Zone Change from R-1 (Single Family Residential) District to B-1 (Transitional Business) District for property located at 1209 Tulane Ave (Parcel #41482) to build a multi-family development per West Monroe Code of Ordinances Sec. 12: 5014. Jonathan Kaufman confirmed that sewer and water were available for this project. The main concern was that the zone change should be changed to a R-2 (Multi-family Residential) instead of a B-1. Gail Caldwell (1210 Tulane Ave.) & Trevor Land (1306 Ridge Ave.) both spoke. They both expressed concern about whether the duplexes would be low-income housing or not. Brian Bendily explained that they would not be. Both Gail Caldwell & Trevor Land thought it would be a great addition to the neighborhood. Brian Bendily stressed that more information would be needed in order to move forward. Judy Poole asked about a Drainage Impact Statement and a full set of plans. Kelvin Bailey did not have any other additional information for this project. Melody Olson motioned to deny. Judy Poole seconded. **This application was DENIED and will not be sent to The West Monroe City Council.** An APPEAL was sent to the City Council and was heard by the City Council on November 12, 2024. **The City Council APPROVED this application for a Zone Change from R-1 to B-1 with R-2 restrictions.**

PA-24-10000001 by Bailey Properties of N LA LLC for property owned by Bailey Properties of N LA LLC located at 1209 Tulane Ave (Parcel #41482) and 1211 Tulane Ave (Parcel #133446). Requesting Planning Approval to allow dwelling, multi-family in a B-1 (Transitional Business) District per West Monroe Code of Ordinances Section 12-5014 (a)(2). **This application was not heard due to the deny of the ZC-24-45000012 and will not be sent to The West Monroe City Council.** An APPEAL was sent to the City Council and was heard by the City Council on November 12, 2024. **The City Council APPROVED this application.**

SUB-24-55000002 by Bailey Properties of N LA LLC for property located at 1209 Tulane Ave (Parcel #41482) and 1211 Tulane Ave (Parcel #133446). Requesting Subdivision Review for Bailey Properties Resub Division per West Monroe Code of Ordinances Section 12-2001. The West Monroe City Council will hear this case on November 12, 2024. **This application was not heard due to the deny of the ZC-24-45000012 and will not be sent to The West Monroe City Council.** An APPEAL was sent to the City Council and was heard by the City Council on November 12, 2024. **The City Council APPROVED this application.**

As there was no further business, the meeting was adjourned.

ZC-24-45000013 by Debbie W. Blue Et Al. Requesting Zone Change from B-3 (General Business) District to R-1 (Single Family Residential) District for property located at 105 N Church Street (Parcel #39292) to restore family home per West Monroe Code of Ordinances Sec. 12: 5014. The West Monroe City Council will hear this case on December 3, 2024.

Location Map:

NOTE: Maps are printed from information provided from the Ouachita Parish Tax Assessor's Office information and its ONLY PURPOSE is to give the Commission a general idea of the location of the property. It is not intended for use as a legal description / boundary line / nor lot shape determination.



You are always welcome to visit our office to view additional documents in file, request additional information 318-397-6722, or to speak with Jonathan.

CITY OF WEST MONROE
OFFICE OF BUILDING & DEVELOPMENT: ZONING PROCESS APPLICATION
2305 N 7th Street, West Monroe, LA 71291 318 396-2600 318-397-6722
Jonathan Kaufman, Building & Development Director

CASE TITLE & NO.:

20-24-4500003

DATE RECEIVED:

Complete Items Indicated for the following:

<input type="checkbox"/>	Planning Approval	FEE	\$200	1,2,3,4,5,6,10,15,16
<input type="checkbox"/>	Planning Approval/Special Exception	FEE	\$300	1,2,3,4,5,6,10,11,15,16
<input type="checkbox"/>	Variance	FEE	\$200	1,2,3,4,5,6,11,15,16
<input type="checkbox"/>	Planning Approval - Parking Plan	FEE	\$200	1,2,3,4,5,6,7,10,15,16
<input type="checkbox"/>	Planned Building Group Approval	FEE	\$200/1 AC+\$10/ADDL ACRE	1,2,3,5,6,8,9,10,15,16
<input type="checkbox"/>	Planned Unit Development	FEE	\$200/1 AC+\$10/ADDL ACRE	1,2,3,4,6,8,9,10,15,16
<input checked="" type="checkbox"/>	Zoning Ordinance Amendment	FEE	\$300	1,2,3,10,12,13,14,15,16
<input checked="" type="checkbox"/>	Zoning Ordinance Map Amendment	FEE	\$300/1 AC+\$10/ADDL ACRE	1,2,3,10,12,13,14,15,16
<input type="checkbox"/>	Revocation	FEE	\$300	1,2,3,6,10,14,15,16
<input type="checkbox"/>	Subdivision Review (Preliminary, Final)	FEE	\$200/1 AC+\$10/ADDL ACRE	1,2,3,4,6,10,15,16
<input type="checkbox"/>	Annexation	FEE	\$-0	1,2,3,10,12,13,14,15,16
<input type="checkbox"/>	Dedication	FEE	\$-0	1,2,3,4,5,6,10,14,15,16

X

1. Applicant's Name:

Debbie W. Blue et al

Phone:

318-346-2198

Mailing Address:

202 Davenport CR Monroe, LA 71202

EMAIL Address:

dd blue @ comcast. net

Interest in Application:

X

2.

Site: Municipal Address:

105 N CHURCH ST.

Location Legal Description if no municipal number:

MUST ATTACH COPY OF DEED OR MORTGAGE FOR LEGAL DESCRIPTION OF PROPERTY

Existing Zoning:

B-3

Proposed Zoning:

R-1

Tax R#:

39292

Existing Use:

X

3. REQUEST (Be specific in description):

Zone Change from B-3 to R-1

()

4. Use by Planning Approval. Indicate any existing deed restrictions:

Previous Applications on File:

Approximate cost of work involved:

Plot Plan attached ()

Copies of Drainage plan attached ()

Floor Plan and elevation attached ()

Subdivision plat attached ()

()

5. Names and mailing address of ADJACENT property owners.

ZONING OFFICE WILL SUPPLY

()

6. For Planning Approval & Parking Plans:

Number of Parking Spaces Required:

() Parking Layout attached

Number of Parking Spaces Provided:

()

7. For Planning Approval: Plan of Combined Sharing of Parking Facilities

()

8. For Planned Building Group or Planned Residential Development. Provide site plans which shall include:
() Land use of adjoining properties () Public and private easements and rights-of-ways () Location of existing structures on adjacent property () Location, number of stories and gross floor area of proposed principal buildings and accessory structures () Curb cuts () Driveways () Off-street parking area () Off-street loading areas () Walks () Special purpose open areas () Location and height of fences, walls and screen planting () Types of paving or other surfaces.

()

9. For Planned Residential Development:

() Location of proposed commercial facilities, if any, for sole use of residents of the proposed PRD (from B-1 and B-2 uses) () Submit subdivision application concurrent with the application for RPD if required for proposed development.

X

10. PLANNING COMMISSION HEARING DATE:

Nov 18, 20 24

TIME: 5:00 P.M.

()

11. BOARD OF ADJUSTMENTS HEARING DATE:

, 20

TIME: 5:00 P.M.

X

12.

For Zoning Ordinance or Ordinance Map Amendments (Zone Changes), if the proposed use would require an amendment to the Zoning Ordinance or Map indicate reasons for amendment; this ordinance including the Zoning Map is based on comprehensive planning studies and is intended to carry out the objectives of a sound, stable and desirable development. It is recognized that casual change or amendment to the ordinance would be detrimental to the achievement of that objective, and it is therefore declared to be the public policy to amend this ordinance only when one or more of the following conditions prevail:

- A. Error; there is a manifest error in the ordinance;
- B. Change in conditions; changed or changing conditions in a particular area or in the metropolitan area generally make a change in the ordinance necessary and desirable.
- C. Increase in need for sites for business or industry; increased or increasing needs for business or industrial sites in addition to sites that are available make it necessary and desirable to rezone an area or to extend the boundaries of an existing district;
- D. Subdivision of land; the subdivision or imminent subdivision of open land into urban building sites makes reclassification necessary and desirable.

ALL PROPERTY OWNERS WITHIN 300 FEET IN ALL DIRECTIONS (NORTH, SOUTH, EAST & WEST) FROM THE PROPOSED CHANGE WILL BE NOTIFIED OF THIS APPLICATION.

Indicate name and address of every person, firm or corporation represented by the applicant.

Signatures of Owners of entire land area included within proposed map amendment and Signatures of Owners of all existing structures within proposed map amendment are required.

List All encumbrances of the land structures.

X

13.

PLAT: If the proposed amendment would require a change in the Zoning Map, a plat showing the land area which would be affected, the present zoning classification of the area, the land area of all abutting districts and the present zoning classification thereof, public rights-of-ways and easements bounding and intersecting the designated area and the abutting districts, the locations of all existing and proposed structures with supporting open facilities, and the specific ground area to be provided and continuously maintained for the proposed structure or structures.

DEVELOPMENT SCHEDULE: The time schedule for the beginning and completing of development planned; if the development is planned in stages, the time schedule shall indicate the successive stages and the development planned for each stage.

MARKET INFORMATION: If the proposed amendment would require a change in the Zoning Map by rezoning an area from an existing Residential District to a free-standing Business District, would require more than double the area of an existing business district entirely surrounded by residential districts, or would enlarge the area of a written description of the market area to be served by the development, the population thereof, the effective demand for the proposed facilities and any other information describing the relationship of the proposed development to the needs of the applicable area.

PUBLIC NEED: The change or changing conditions in the applicable area, or in metropolitan area generally, that make the proposed amendment necessary and desirable for the promotion of the public health, safety or general welfare.

EFFECT OF AMENDMENT: A report giving the nature, description and effect of the proposed amendment; if the proposed amendment would require a change in the zoning map, a description of the probable effect on the surrounding land use and properties.

ERROR: The error (if error be alleged) in this ordinance that would be corrected by the proposed amendment.

X

14.

CITY COUNCIL PUBLIC HEARING DATE: Dec. 3, 20 24
TIME: 6:00 P.M.

X

15.

Signature of Applicant: Debbie W. Blue Debbie W. Blue
PRINT NAME SIGNATURE

Signature of Property Owner: Debbie W. Blue Debbie W. Blue
PRINT NAME SIGNATURE

X

16.

REQUIRED FEE: \$300.00 (MUST BE PAID PRIOR TO PROCESSING OF THIS APPLICATION)

DEADLINE DATE FOR SUBMITTING THIS APPLICATION:

NOON ON THURSDAY, October 24, 20 24

**A COMPLETE WRITTEN DESCRIPTION
OF YOUR REQUEST AND A DETAILED SITE PLAN
MUST BE ATTACHED TO APPLICATION AT TIME OF
SUBMITTAL TO ZONING DEPT.**

NOTE: Applicant, Owner and/or Representative is **REQUIRED** to attend the meeting to answer questions regarding this application.

October 22, 2024

City of West Monroe
Office of Building and Development
West Monroe, LA. 71292

Dear Zoning Board,

Please accept this letter as a request to rezone the property 105 N. Church Street. This property was the home of our parents Booker and Eva Washington. The property is located Lot 6 of Block 1 of Claiborne Addition to West Monroe, Louisiana as per plat of said addition made by B. Watkins Leigh, C. E., in April, 1910, said plat being of record in Plat Book 433, page 459, in the Records of Ouachita Parish, Louisiana. My brothers and I wish to restore the house to its original intent, a single-family resident. This property has been our family home all of our lives and we would love to revive it. The property remained vacant for a number of years after the death of our sister, Leneva Washington Madison, and we did not realize the severity of its decay. For family legacy and sentimental reasons, after conversations with code enforcement, we decided to restore the property. After we entered into contract to accomplish this, we were informed the property had been rezoned commercial. We are requesting the property be zoned residential and we be permitted to continue our plans to restore the house at 105 N. Church. This has traditionally been a residential neighborhood and I believe the surrounding properties are currently residential.

Should additional information be needed, I may be contacted at ddbblue@comcast.net or (318)366-2198. Thank you for your consideration.

Respectfully Submitted,



Debbie W. Blue

Specific Power of Attorney

BE IT ACKNOWLEDGED that I, Kelvin Ray Washington
of 7675 Phoenix Drive #416, Houston, TX 77030 (832) 649-9869 the undersigned, do
(Address) (Phone)
hereby grant a limited and specific power of attorney to Debbie W. Blue
(Full Name)
of 202 Davenport Circle, Monroe, LA 71202 (318) 366-2198 as my attorney-in-fact.
(Address) (Phone)

Said attorney-in-fact shall have full power and authority to undertake and perform only the following acts on my behalf:

1. Sign on my behalf for legal documents pertaining to the property located at 105 North Church Street, West Monroe, LA 71291.

The authority herein shall include such incidental acts as are reasonably required to carry out and perform the specific authorities granted herein.

This specific power of attorney is effective upon execution. This specific power of attorney may be revoked by me at any time, and shall automatically be revoked upon my death, provided any person relying on this specific power of attorney shall have full rights to accept and reply upon the authority of my attorney-in-fact until in receipt of actual notice of revocation.

Signed this 18th day of October 2024

Kelvin Ray Washington
Printed (Full Name Assignor)

Kelvin Ray Washington
Signature

NOTARY

Majorie Ann Keys Pitre having been duly appointed and commissioned a Notary Public do solemnly affirm on this day, personally, appeared Kelvin Ray Washington (Assignor), known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 18th day of October 2024.

Notary Public's Signature [Signature]

NOTARY SEAL

My Commission Expires on @ Dec 18

BE IT ACKNOWLEDGED that I, Alfred Lee Washington
of 3315 Hunter Oaks Court, Mansfield, TX 76003 (817) 564-1501 the undersigned, do
(Address) (Phone)
hereby grant a limited and specific power of attorney to Debbie W. Blue
(Full Name)
of 202 Davenport Circle, Monroe, LA 71202 (318) 366-2198 as my attorney-in-fact.
(Address) (Phone)

Said attorney-in-fact shall have full power and authority to undertake and perform only the following acts on my behalf:

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Signed this 18 day of October 2024

Alfred Lee Washington
Printed (Full Name Assignor)
Alfred Lee Washington
Signature

NOTARY

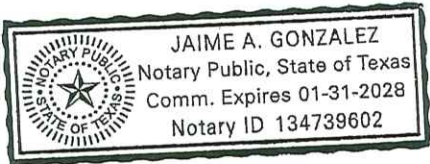
Jaime A. Gonzalez having been duly appointed and commissioned a Notary Public in and for the State of Texas, do solemnly affirm on this day, personally, appeared Alfred L. Washington (Assignor) and _____ (Attorney-In-Fact), known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 18th day of October 2024.

Notary Public's Signature [Signature]

NOTARY SEAL

My Commission Expires on 1-31-28



An aerial photograph of a residential area with property boundaries overlaid in red lines. The map is color-coded: parcels 108 and 127 are yellow, parcel 105 is red and contains a red circle with a white dot, and parcel 2202 is red. A large red area also covers parcels 107 and the area to the right of 105. Street names 'Lee St', 'Church St', and 'Gypress St' are labeled. A zoning designation 'R1' is visible near parcel 108.

Time	Control	Treated	Treated + Treated + Treated
0	0.000	0.000	0.000
2	0.005	0.003	0.001
4	0.010	0.006	0.002
6	0.012	0.008	0.003
8	0.014	0.010	0.004
10	0.015	0.011	0.005

High Resolution 60cm Imagery
High Resolution 30cm Imagery
Citations

Maxar, Microsoft

West Monroe Zoning



11/13/2024

West Monroe Parcels

911 Address

West Monroe Roads

33781E718872N

33411E718872N

33411E718872N

Red: Band_1

Green: Band_2

Blue: Band_3

Red: Band_1

Green: Band_2

Blue: Band_3

World Imagery

Low Resolution 15m Imagery

High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations

15cm Resolution Metadata

0

0.01

0.01

0.01

0.01

0.02 mi

0.03 km

1:730

Maxar, Microsoft