



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
Christen Heath, City Clerk
Courtney Hornsby, Chief of Staff
Kevin Crosby, City Engineer
Gary Eldridge, City Engineer

(Kevin / GARY – for INFORMATIONAL purposes only – no further action is required on your part).

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 April 17, 2023
Planning Commission meeting, for your review:

ZC-23-45000001

APPLICANT: Donald & Judy Poole, Dora Evelyn Scott, Barbara Jean Haynes
Williams, Laurence L. Smith, Ronald Lee Hammons, and KBC
Family Properties LLC

LOCATION: 618 Splane Drive
620 Splane Drive
622 Splane Drive
624 Splane Drive
700 Splane Drive
708 Splane Drive

PARCEL #'s: 24273, 17092, 17090, 17085, 41263 and 41525

Requesting: Zone Change from B-1 (Transitional Business) District to R-1
(Single Family Residential) District per West Monroe Code of
Ordinances Section 12-5012(a).

Due to a lack of quorum at the March 20, 2023, Planning Commission Meeting, this application was postponed and rescheduled for tonight. Judy Poole recused herself from the vote, as she is one of the applicants. Judy explained the prior history of the zoning for the property and how the existing B-1 Zoning was established. This property abuts an R-1 (Single Family Residential) District. Mr. & Mrs. Poole are in the process of planning an addition to their home. Donald Poole spoke in favor of the application. There was no one from the audience to speak against the application. Melody Olson made a motion to **send this application to the City Council with a FAVORABLE Recommendation.** Tom Malmay seconded. All in favor. This application will be heard at the May 2, 2023, City Council Meeting, for final decision.



ZC-23-45000001

APPLICANT:

Donald & Judy Poole, Dora Evelyn Scott, Barbara Jean Haynes Williams, Laurence L. Smith, Ronald Lee Hammons, and KBC Family Properties LLC

LOCATION:

618 Splane Drive
620 Splane Drive
622 Splane Drive
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700 Splane Drive
708 Splane Drive

PARCEL #'s:

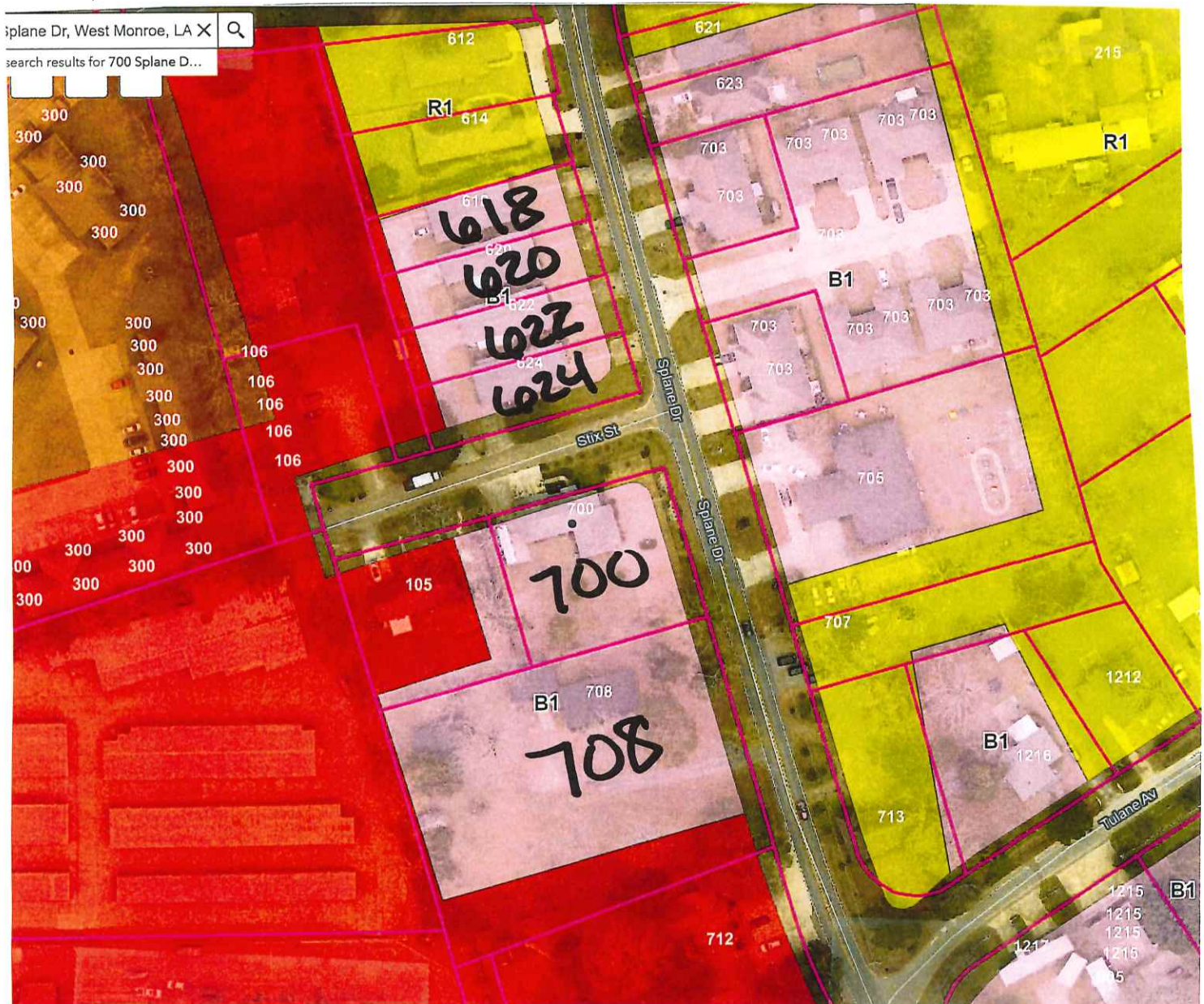
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Requesting:

Zone Change from B-1 (Transitional Business) District to R-1 (Single Family Residential) District per West Monroe Code of Ordinances Section 12-5012(a).

Location Map:

NOTE: This is 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.

700

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.:

ZC 28-45000001

DATE RECEIVED:

FEB 24 2023

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 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

1. Applicant's Name:

Donald & Judy Poole Phone: (318) 235-9158

Mailing Address:

700 Splane Dr.

EMAIL Address:

Codyhome1@comcast.net

Interest in Application:

addition to home

2. Site: Municipal Address:

700 Splane Dr.

Location Legal Description if no municipal number:

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

Existing Zoning: B1

Proposed Zoning: R1

Tax R#:

Existing Use:

3. REQUEST (Be specific in description):

Zoning Change from B-1 (Transitional Business to R1 (Single Family Residential) District

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

Previous Applications on File:

Approximate cost of work involved:

Plot Plan attached ()

Floor Plan and elevation attached ()
Subdivision plat attached ()

5. No. of Owners.

6. Number of Parking Spaces Required:

7. Number of Parking Spaces Provided:

8. Parking Facilities

9. Development. Provide site plans which shall include:

10. Easements and rights-of-ways () Location of

11. , number of stories and gross floor area of proposed

12. cuts () Driveways () Off-street parking area

13. use open areas () Location and height of fences, walls

14. ces.

15. for sole use of residents of the proposed PRD (from B-1

16. current with the application for RPD if required for

17. PLANNING COMMISSION HEARING DATE: MARCH 20, 2023

18. TIME: 5:00 P.M.

19. BOARD OF ADJUSTMENTS HEARING DATE: _____, 20____

20. TIME: 5:00 P.M.

708

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

RECEIVED
FEB 24 2023

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<input type="checkbox"/>	Dedication	FEE	\$-0-----	1,2,3,4,5,6,10,14,15,16

☒ 1. Applicant's Name: Benny and Connie Casse Phone: 318-348-0345
Mailing Address: 708 SPANE DR.
EMAIL Address: _____

☒ 2. Interest in Application: property owner
Site: Municipal Address: 708 SPANE DR
Location Legal Description if no municipal number: _____

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

Existing Zoning: B1 Proposed Zoning: R1 Tax R#: _____
Existing Use: none

☒ 3. REQUEST (Be specific in description):
Zoning Change from B-1 (Transitional Business to R1 (Single Family Residential) District

☐ 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.

☒ 10. PLANNING COMMISSION HEARING DATE: MARCH 20, 2023
TIME: 5:00 P.M.

☐ 11. BOARD OF ADJUSTMENTS HEARING DATE: _____, 20____
TIME: 5:00 P.M.

624

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

RECEIVED
FEB 24 2023

CASE TITLE & NO.: _____

DATE RECEIVED: _____

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<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

- ☒ 1. Applicant's Name: Dora Evelyn Scott Phone: 318-547-9680
Mailing Address: 624 Splane Drive West Monroe, LA 71291
EMAIL Address: evelyn.scott924@gmail.com
Interest in Application: Property owner
- ☒ 2. Site: Municipal Address: 624 Splane Drive West Monroe, LA 71291
Location Legal Description if no municipal number: _____

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

Existing Zoning: _____ Proposed Zoning: _____ Tax R#: _____

Existing Use: _____

- ☒ 3. REQUEST (Be specific in description):

Zoning Change from B-1 (Transitional Business to R1 (Single Family Residential) District

- ☐ 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.

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- ☒ 10. PLANNING COMMISSION HEARING DATE: MARCH 20, 2023
TIME: 5:00 P.M.

- ☐ 11. BOARD OF ADJUSTMENTS HEARING DATE: _____, 20____
TIME: 5:00 P.M.

022

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

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FEB 24 2023

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<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

☒ 1. Applicant's Name: Barbara Williams Phone: 318-805-4924

Mailing Address: P.O. Box 1073 - West Monroe, LA 71294

EMAIL Address: _____

Interest in Application: Proprietorship

☒ 2. Site: Municipal Address: 622 Splane Dr, West Monroe, LA 71291

Location Legal Description if no municipal number: _____

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

Existing Zoning: B1 Proposed Zoning: R1 Tax R#: _____

Existing Use: _____

☒ 3. REQUEST (Be specific in description):

Zoning Change from B-1 (Transitional Business to R1 (Single Family Residential) District

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

Previous Applications on File: _____

Approximate cost of work involved: _____

Plot Plan attached (☐)
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☒ 10. PLANNING COMMISSION HEARING DATE: MARCH 20, 2023
TIME: 5:00 P.M.

☐ 11. BOARD OF ADJUSTMENTS HEARING DATE: _____, 20____
TIME: 5:00 P.M.

620

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

RECEIVED

CASE TITLE & NO.: _____

DATE RECEIVED: FEB 24 2023

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<input type="checkbox"/>	Dedication	FEE	\$-0-----	1,2,3,4,5,6,10,14,15,16

☒ 1. Applicant's Name: LAURENCE LAFAYETTE Smith Phone: 561-722-4268

Mailing Address: 620 Splane DR. West Monroe, LA 71291

EMAIL Address: _____

Interest in Application: property owner

☒ 2. Site: Municipal Address: 620 Splane DR., West Monroe, LA 71291

Location Legal Description if no municipal number: _____

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

Existing Zoning: B1 Proposed Zoning: R1 Tax R#: _____

Existing Use: _____

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Zoning Change from B-1 (Transitional Business to R1 (Single Family Residential) District

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Previous Applications on File: _____

Approximate cost of work involved: _____

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018

CITY OF WEST MONROE
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2305 N 7th Street, West Monroe, LA 71291 318 396-2600 318-397-6722
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☒ 1. Applicant's Name: Ronald L Hammons Phone: 3183662996

Mailing Address: 618 Splane DR, West Monroe, LA 71291

EMAIL Address: 46FordCp@BellSouth.net

Interest in Application: Property Owner

☒ 2. Site: Municipal Address: 618 Splane DR, West Monroe, La. 71291

Location Legal Description if no municipal number:

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

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☐ 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.

☒ 10. PLANNING COMMISSION HEARING DATE: MARCH 20, 2023
TIME: 5:00 P.M.

☐ 11. BOARD OF ADJUSTMENTS HEARING DATE: _____, 20____
TIME: 5:00 P.M.

700 Splane Dr, West Monroe, LA X

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