

ORDINANCE NO. ____ OF 2024

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF SHREVEPORT UNIFIED DEVELOPMENT CODE, BY REZONING PROPERTY LOCATED AT EAST SIDE OF LOTUS LANE, APPROXIMATELY 230 FEET NORTH OF STANDARD OIL ROAD, SHREVEPORT, CADDO PARISH, LOUISIANA, **FROM R-MHP RESIDENTIAL MANUFACTURED HOME PARK ZONING DISTRICT TO R-MHP (SPUD) RESIDENTIAL MANUFACTURED HOME PARK SMALL PLANNED UNIT DEVELOPMENT ZONING DISTRICT**, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

BY:

SECTION I: BE IT ORDAINED by the City Council of the City of Shreveport, Caddo Parish, LA, in due, legal and regular session convened, that the zoning classification of property located East side of Lotus Lane, approximately 230' North of Standard Oil Road Shreveport, Caddo Parish, Louisiana, legally described below: be and the same is hereby changed **from R-MHP Residential Manufactured Home Park Zoning District to R-MHP (SPUD) Residential Manufactured Home Park Small Planned Unit Development Zoning District:**

LOTS 1 & 2, JOFFRION SUB. 171428-21-1 & 2. Sec. 28, T17N, R14W, Caddo Parish, Louisiana.

BE IT FURTHER ORDAINED that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items, or applications of this ordinance which can be given effect without the invalid provisions, items, or applications and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED that all ordinances or parts thereof in conflict herewith are hereby repealed.

CASE NO. 24-91-C
Raley and Associates, Inc.

**SHREVEPORT METROPOLITAN PLANNING COMMISSION OF CADDO PARISH
SUMMARY MINUTES OF THE PUBLIC HEARING SEPTEMBER 4, 2024**

A regularly scheduled public hearing of the Shreveport Metropolitan Planning Commission of Caddo Parish was held on Wednesday, September 4, 2024 at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. The members met in the MPC Conference room prior to the hearing for case manager presentations.

Members Present

Winzer Andrews, Chair
Chris Elbersen
Rachel Jackson
Rose Wilson McCulloch
Fred Moss, IV
Bill Robertson
Harold Sater
Toni Thibeaux

Staff Present

Alan Clarke, Executive Director
Stephen Jean, Deputy Director
Adam Bailey, Community Planning & Design Manager
Reginald Jordan, Zoning Administrator
Emily Trant, Land Development Coordinator
Kamrin Hooks, Executive Assistant/Planner 1
Christian Terrell, Planner 1
Walter Johnson, Community Planner II
Tanner Yeldell, City Attorney's Office

Members Absent

Gabriel Balderas

The hearing was opened with prayer by **MS. JACKSON**. The Pledge of Allegiance was led by **MR. ELBERSON**.

The meeting was called to order and the procedure for hearing the applications on today's agenda was explained. Speakers should speak clearly into the microphone and give their name and mailing address for further reference. Comments on any item not on the agenda will be limited to 3 minutes at the end of the public hearing. Any written comments that were submitted may be viewed in the public record files.

All decisions rendered by the Metropolitan Planning Commission are subject to appeal to the appropriate governing body, the City Council. Appeals must be filed within 10 days from the date a decision is rendered by the Metropolitan Planning Commission.

A motion was made by MRS. WILSON MCCULLOCH, seconded by MR. MOSS, to approve the minutes of the August 7, 2024 public hearing as submitted.

The motion was adopted by the following 7-0 vote: Ayes: Messrs. ANDREWS, ELBERSON, MOSS, and SATER and Meses. JACKSON, WILSON MCCULLOCH, and THIBEAUX. Nays: NONE. Absent: Messrs. BALDERAS and ROBERTSON.

PUBLIC HEARING

CASE NO. 24-91-C ZONING REQUEST

Applicant:	Raley And Associates, Inc.
Owner:	MADE IN AMERICA, INC
Location:	7605 LOTUS LN (E side of Lotus Ln, approx. 230' N of Standard Oil Rd.)
Existing Zoning:	R-MHP
Request:	R-MHP to R-MHP (SPUD)

Representative &/or support:

Jeff Raley 4319 Shed Road, Bossier City, LA 71111

Raley stated that he would like to answer any questions the Board members have, no discussion ensued.

Opposition: NONE

A motion was made by MR. MOSS, seconded by MS. JACKSON to recommend approval of this application.

draft

The motion was adopted by the following 7-0 vote: Ayes: Messrs. ANDREWS, ELBERSON, MOSS, and SATER and Mes. JACKSON, WILSON MCCULLOCH, and THIBEAUX. Nays: NONE. Absent: BALDERAS and ROBERTSON.

END OF PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

OTHER MATTERS TO BE REVIEWED BY THE COMMISSION

Michael Roberts 149 Atlantic Avenue. Shreveport, LA 71101

Roberts stated that empty lots in Shreveport is a problem. He stated that he proposes an experimental program to place two tiny homes for low-income individuals to make property valuable and give it an option to redevelop. CLARKE stated that he encourages Roberts to become involved in the Masterplan Update.

New MPC Zoning Inspector Kemone Howard introduced himself to the Board.

CLARKE stated that the NPP meeting allows for citizens to ask questions and applicants to make changes and bring those changes to the Staff to be presented to the Board. He stated that the MPC Office is striving to set up a program to have appraisals done of property and put before the Board to help mitigate the decrease in property value rumors that spread with cases.

Jordan stated from year to date, zoning enforcement has issued 223 certificates of occupancies for commercial businesses, and 19 for this month. They have issued 127 certificates for homebased businesses year to date and 29 for the month. For violations that have issued 300 for year to date and 25 for this month. ROBERTSON asked for a packet of the zoning numbers to be presented at every meeting comparing the current month to the previous' last years month. CLARKE stated that a lot of information is available to the public on the MPC webpage.

CHAIR/BOARD MEMBER'S COMMENTS

ADJOURN 4:12 p.m.

Winzer Andrews, Chair

Rachel Jackson, Secretary

S.P.U.D. STAFF REPORT – CITY OF SHREVEPORT

SEPTEMBER 4, 2024

AGENDA ITEM NUMBER: 7

MPC Staff Member: Chris Terrell

City Council District: F/James Green

Parish Commission District: 6/Steffon Jones

CASE NUMBER 24-91-C: SMALL PLANNED UNIT DEVELOPMENT (SPUD) & FINAL SITE PLAN

APPLICANT: MIKE KELSCH, RALEY & ASSOCIATES, INC.

OWNER: Made in America, Inc

LOCATION: 7605 Lotus Ln (E side of Lotus Ln, approx. 230' N of Standard Oil Rd)

EXISTING ZONING: R-MHP

REQUEST: R-MHP (SPUD)

PROPOSED USE: COMMUNITY CENTER AND OFFICE

SUMMARY OF REPORT: The applicant is requesting to rezone R-MHP land to R-MHP SPUD to allow a community center, and office in residential zoned land. The development will clear the site of existing infrastructure and redevelop the site with a building using enhanced design and landscaping. Approval with stipulations is warranted.

DESCRIPTION: The applicant is requesting to rezone a developed property from R-MHP (Residential Manufactured Home Park) to R-MHP SPUD (Small Planned Unit Development) totaling approximately 2.17 acres. The applicant wants to create a "Multipurpose Workforce Center" for non-profit organizations and start-up companies. They intend to provide suites that will have office spaces, conference rooms, a private bathroom, and a small kitchenette. The property has R-MHS (Residential Manufactured Home Subdivision) zoned land to its East and South. An active railroad right-of-way abuts the northern end of the property. The property has R-1-7 land across Lotus Ln on the west.

Prior cases for this site include:

- C-28-11: B-3 to R-MHP, approved with site plan review.

Prior nearby relevant cases include:

- C-848: R-A to industrial, approved.
- C-26-76: B-3 to R-3, approved.
- C-27-78: R-A, R-1, & B-3 to I-1, approved.
- C-80-82: R-1 to B-3, approved.
- C-200-83: R-1 to B-3, approved.
- C-201-83: R-1 to B-3, denied.
- C-202-83: R-1 to B-3, denied.
- C-203-83: R-1 to B-3, denied.
- C-189-85: I-2 to B-3, withdrawn.
- C-66-86: R-1 to B-3, approved.

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- C-10-90: R-1D to B-3, approved with stipulations.
- C-19-01: R-1D to B-3, approved with stipulations.
- C-127-17: R-1-7 to R-MHS, approved.

Nearby neighborhoods include Huntington Park, Idlewood, Southwood, Summer Grove, and Walnut Hills.

REMARKS: PUD approval is subject to a 3-year expiration as described in Section 16.9.F of the UDC.

Pursuit of a PUD designation allows an applicant to request ordinance relief across a variety of areas within one application, including: permitted uses from other zoning districts, specific use approvals, variances, etc. In exchange, the applicant agrees to provide substantive amenities that benefit the surrounding area or the tenant/property owner exclusively, align with the goals of the Master Plan or otherwise provide some added aesthetic benefit. This tool provides the highest level of flexibility for projects that have a complex coupling of uses and potential impacts and offers the premier opportunity to claim benefits for the site and the surrounding area.

Per UDC requirements, the applicant hosted a neighborhood participation meeting on August 12 at 5:15 PM. 8 people from the community attended the meeting. The applicant explained they were proposing to build a business incubator for start-up businesses and training center for workers. The owner said he would like to employ as many from the local community as possible and help local entrepreneurs start their business. It was explained that the site would be cleared of existing conditions, drainage and landscaping will be built to code standards. The property owner stated he'd make the property available as a neighborhood meeting place for neighborhood meetings (if needed). The property owner stated they might provide space for a doctor's office (medical/dental office) or pharmacy (retail goods establishment) for the community. Attendees were worried their taxes would go up but are pleased the tract would be cleaned up. No opposition was stated at the NPP meeting.

**MASTER PLAN
CONSIDERATIONS:**

The Future Land Use Map of the 2030 Master Plan shows the subject property located within an area intended for Residential Low development. Residential Low (single-family) is defined in Chapter 12 as "single-family houses, schools and churches".

Chapter 6 of the 2030 Master Plan indicates that this property is located adjacent to a revitalization area in Garden Valley. The revitalization area is described as an area that contains "high numbers of adjudicated properties, boarded-up houses, vacant lots, deteriorated housing, and vacant commercial and industrial sites. A significant portion of remaining property is in the hands of absentee owners, and there are many transient, low-income residents." The master plan continues and states "Strategies to revitalize these neighborhoods must focus on community assets, such as employment centers."

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REQUESTED USES & ORDINANCE RELIEF:

The applicant requests the following uses in addition to the uses allowed in the R-MHP base zoning district:

- Community center
- Office
- Medical/dental office
- Retail goods establishment

The applicant requests the following ordinance relief:

- The above stated uses to be allowed in R-MHP for this tract.

PROPOSED SITE

AMENITIES:

The proposed site amenities in exchange for the requested uses and ordinance relief include the following:

- Open to the community for neighborhood meetings
- Enhanced landscaping - described further in the Site Plan Consideration section.
- Building design exceeding those stated in Article 4.3.D; Table 4-4.
- Increasing the landscape buffer on the south portion of the lot from 10' to 36.5'.

SITE PLAN

CONSIDERATION:

The site plan was submitted and reviewed by LADOTD, civil permits, fire prevention, city engineering and MPC staff for compliance with the City Code of Ordinances and the Unified Development Code (UDC).

The site plans show the proposed development for the property, the intended improvements to accommodate the use, and the proposed amenities. The existing infrastructure will be removed from the site. Most activity on the site will occur further away from the abutting and adjacent residential properties which helps to mitigate the proposed uses' impacts.

The proposed parking exceeds requirements. Under Article 8.3 of the city UDC, the property needs to provide 40 spaces. The applicant is proposing 43 spaces. The applicant is requesting ordinance relief for principal uses not allowed in R-MHP zoning - including community center, office, medical/dental office, and retail goods establishment.

Two driveways are proposed at 26' in width which allows two-way traffic. The site meets the minimum driving aisle widths for two-way traffic under Article 8.8. The gate entrances must be a minimum of 20' in width and appear to meet this requirement from Fire Prevention.

A separate landscape plan was submitted showing landscaping exceeding code requirements mainly

S.P.U.D. STAFF REPORT – CITY OF SHREVEPORT

in the buffer yards with additional shade or ornamental trees and shrubs. The landscape plan shows approximately 10 shrubs and 7 ornamental trees greater than the code's minimum requirement. MPC staff does not find this to be a substantial increase to the landscape requirements, thus is not an amenity. Enhanced landscaping could include but is not limited to doubling the shade trees provided for the landscape buffer at the south end of the parcel and/or including flower beds for the street ROW buffer along Lotus Ln on the west side of the parcel.

The applicant must provide a photometric lighting plan and subdivision plat before building permits can be issued if this case is approved with stipulations by the board.

STAFF

ASSESSMENT: Based on the information contained in the application, and analysis of the facts of record, MPC Staff concludes that approval with stipulations is warranted due to the site's proximity to a revitalization area. Additionally, the community appears supportive of the project based NPP reports.

STIPULATIONS:

1. Combine the parcel into a single lot of record before building permits can be issued.
2. Submittal of a revised landscape plan doubling the shade tree requirements along the southern lot line.

Alternately, based on information provided at the public hearing the MPC Board may:

1. Approve with additional stipulations beyond those previously mentioned.
2. Deny the request.

PUBLIC ASSESSMENT: One person spoke in support. No opposition was present.

MPC BOARD

RECOMMENDATION: The Board voted unanimously to recommend approval of this application.

24-91-C AREA REF MAP

KENNEDY

UNKNOWN NAME

MOORE STATION
STANDARD OIL

R-MHP to
R-MHP (SPUD)

LOTUS

BORDEAUX

MOSELLE

CHATEAU

CLASSIC

LEGION

MARSEILLE

LIAISON

STANDARD OIL

WISTERIA

MILLAR



SCALE: 1"=500'

24-91-C

I-2

OS

R-1-5

BORDEAUX

MOSELLE

LIAISON

R-MHP to
R-MHP (SPUD)

R-MHS

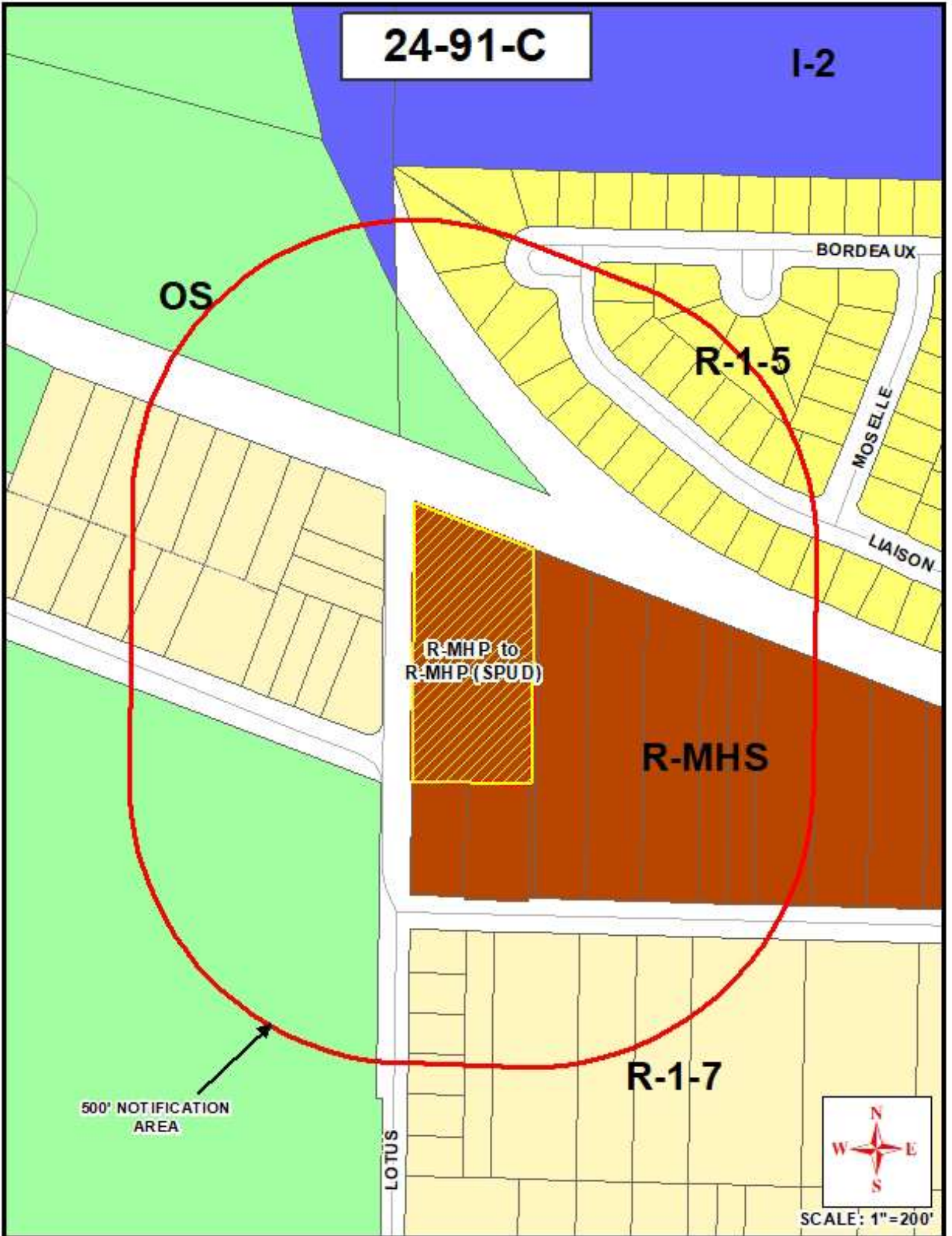
R-1-7

500' NOTIFICATION
AREA

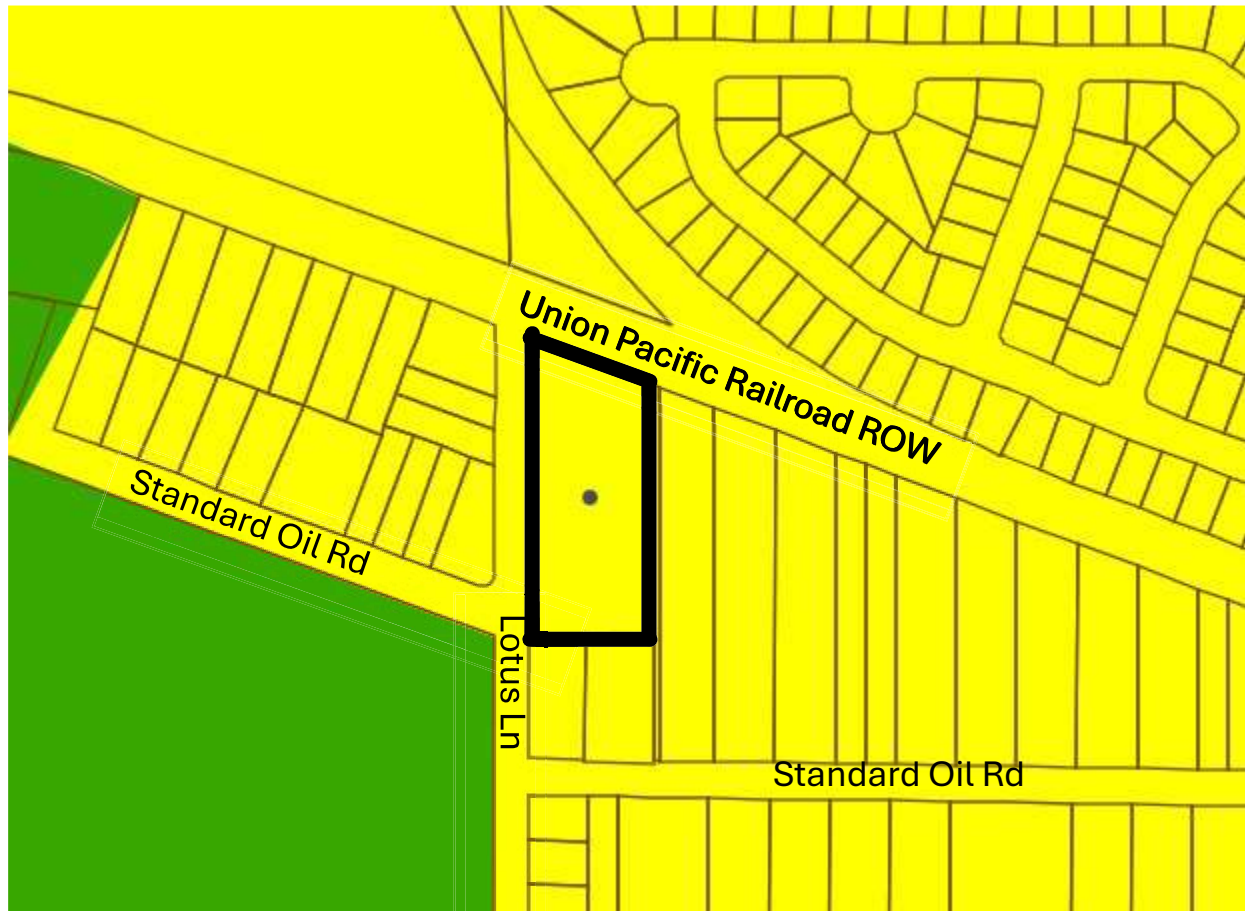
LOTUS



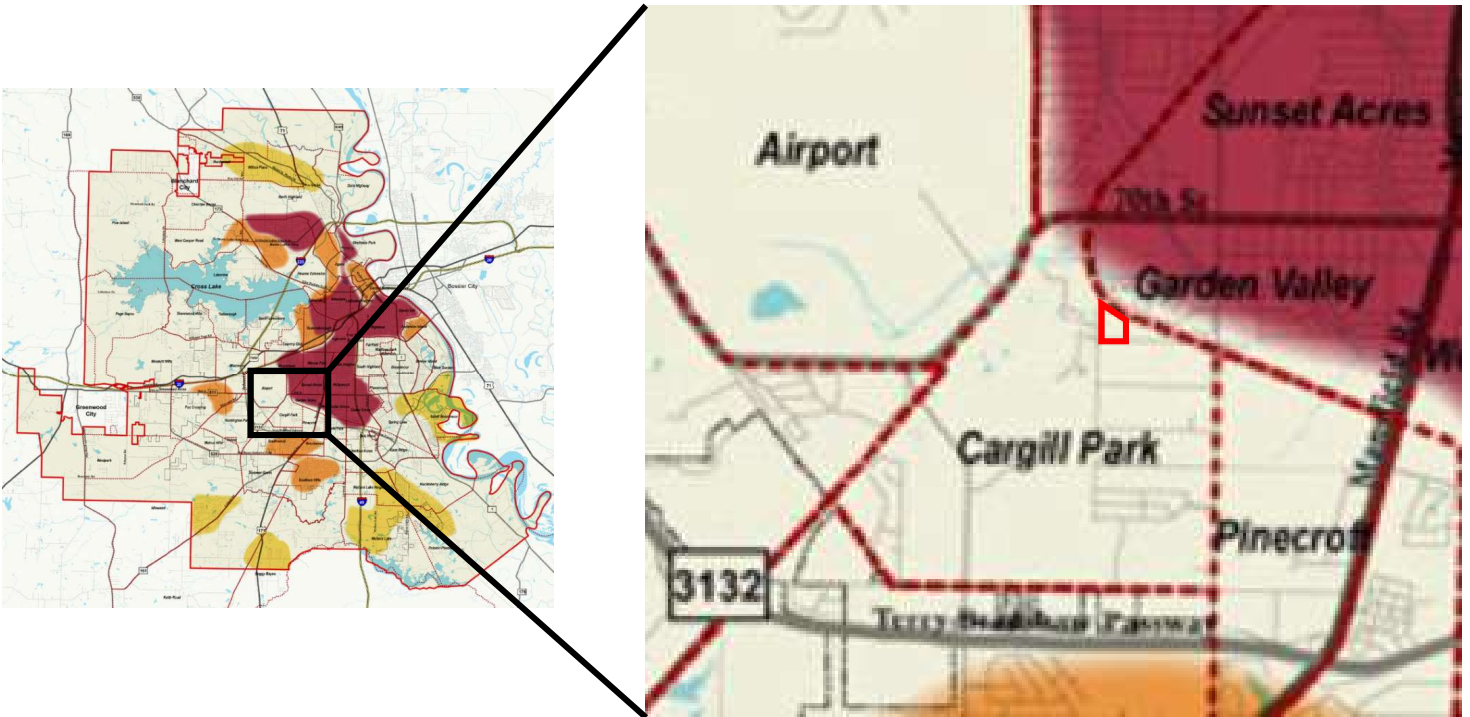
SCALE: 1" = 200'



24-91-C Future Land Use Map

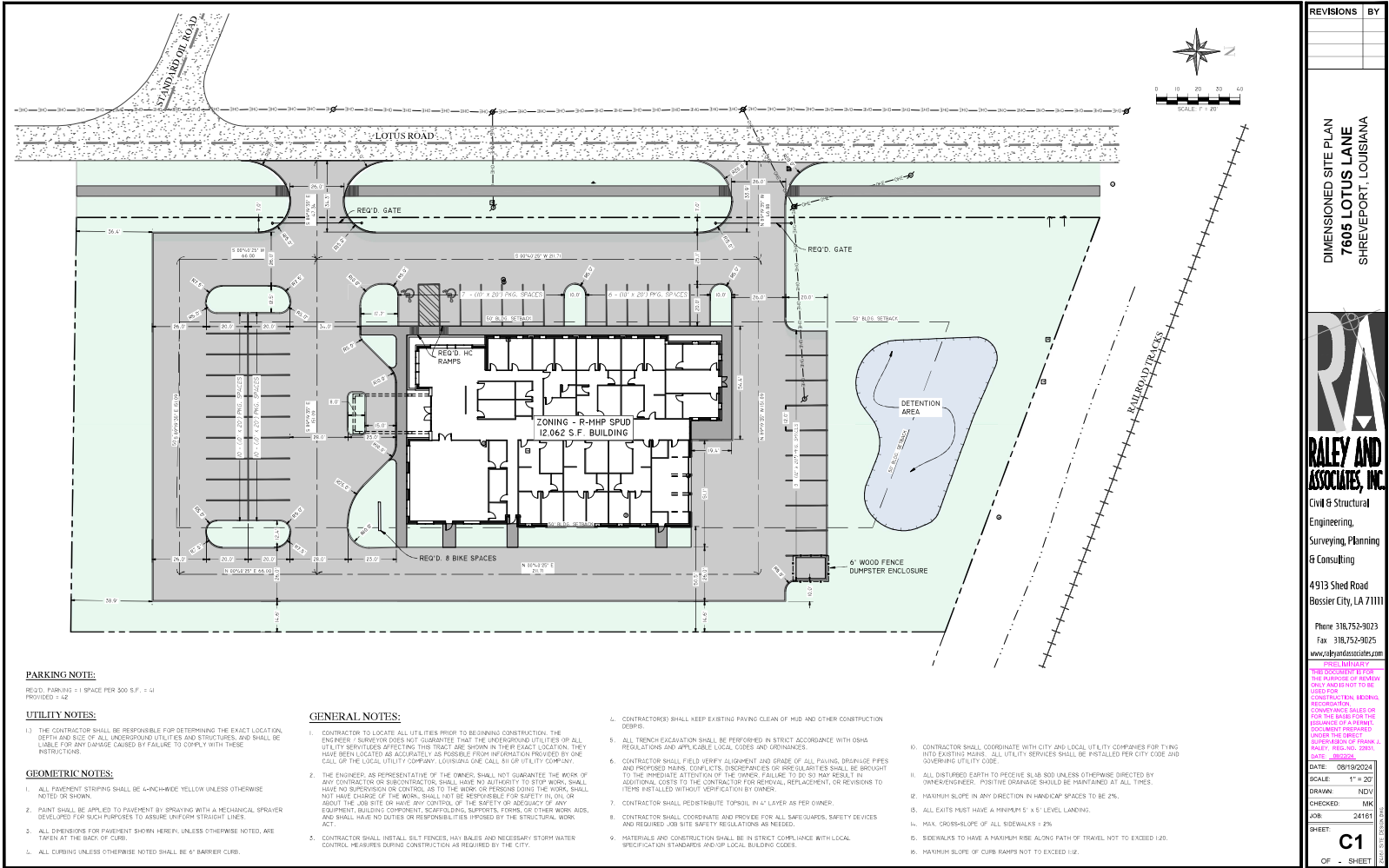


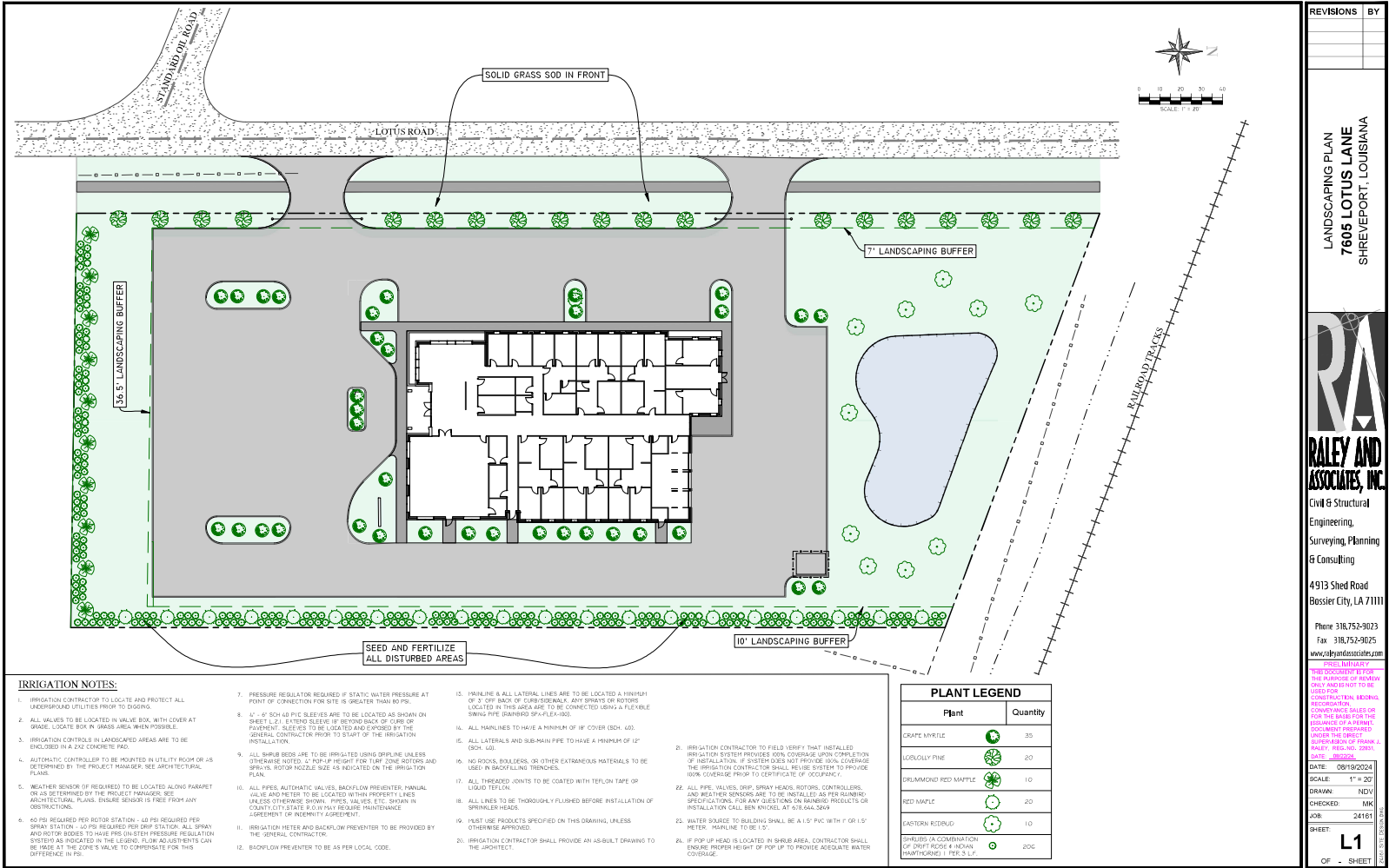
24-91-C_Neighborhood Types



NEIGHBORHOOD TYPES







REVISIONS BY

NO.	DESCRIPTION	DATE	BY
1	ISSUED FOR PERMIT	08/19/2024	NDV

LANDSCAPING PLAN
7805 LOTUS LANE
SHREVEPORT, LOUISIANA

RA
RALEY AND ASSOCIATES, INC.
Civil & Structural
Engineering,
Surveying, Planning
& Consulting
4913 Shed Road
Bossier City, LA 70111
Phone 318.752-9023
Fax 318.752-9025
www.raleyandassociates.com

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DATE: 08/19/2024

SCALE: 1" = 20'

DRAWN: NDV

CHECKED: MK

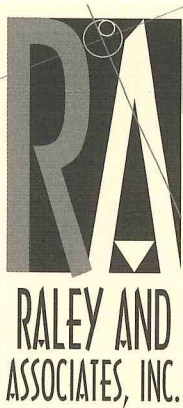
JOB: 24161

SHEET: L1

OF - SHEET

PROPOSED BUILDING - DIFFERENCES





July 19, 2024

Mr. Chris Terrell
Shreveport MPC
505 Travis St., Suite 440
Shreveport, LA 71101

Re: Made in America
7605 Lotus Lane Rezoning
Shreveport, LA

Dear Chris,

Made In America is proposing to build a Multipurpose Workforce Center that will benefit its surrounding community. The purpose of the facility is to provide a workspace for non-profit organizations and start-up companies. This facility is unique to our area as it will provide resources and collaboration under one roof. Business incubation offers resources, collaboration and shared spaces for non-profit organizations and small businesses to grow and innovate.

The facility will be approximately 12,000 sf in size and one story high. There will be a total of 6 suites in the facility. Each suite will have two offices with exterior windows, a dedicated conference room, a private toilet and a small kitchenette/break area. The building lobby and its main corridor are day-lighted to promote the health and wellbeing of its users. The building will also have a shared work area and connected, yet private lodging for out-of-town guests. One of the most important elements of the facility is the multipurpose room. This space can be used by building users as well as the community for meetings, organized workshops, or networking events.

We would like to build the facility in Spanish colonial style. Stucco exteriors provide textures and a warm rustic appearance. Arch window creates a sense of elegance and continuity throughout the design. Roof will be in materials mimicking red terracotta roofs adding charm and characters to the facility. Site development will be part of the project. It includes 50 – 60 parking spaces with a retention pond, security fencing, site lighting and landscaping. Trees, shrubs, flower beds and green areas will be properly planned to maximize impervious surfaces. The retention pond will be built for storm water detention as well as site beautification. We can also look at the possibility of placing a walking trail around the retention pond.

We truly believe in the vision of this facility in supporting its local community - empowering individuals, creating opportunities, strengthening partnership and fostering local economic development.

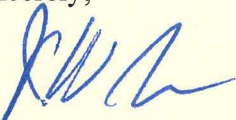
Professional Engineers Licensed in:

Alabama, Arizona, Arkansas, Colorado, Connecticut, Florida, Georgia, Idaho, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Mexico, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, Tennessee, Texas, Virginia, Washington, West Virginia, Wisconsin

We respectfully request your consideration for SUPD zoning approval. Once the SUPD zoning is approved, we will apply for the MPC site approval. We will continue the design process and obtain a building permit from the State Fire Marshal and the City of Shreveport. Construction is anticipated to start in mid—2025 with a duration of 9 – 12 months.

If you have any questions, please call.

Sincerely,



Jeff Raley
Professional Engineer

Neighborhood Participation Plan Report

(To Be Submitted a Minimum of 2-weeks Prior to Public Hearing)



This template is for informational purposes only, and should be used as a guide – and modified accordingly – to meet the specifics for your meeting. Items 1-11 are required for submittal.

1. **Project Name:** Made In America Workforce Training Center
2. **Contact Name:** Jeff Raley
3. **Meeting Date:** 08/12/2024
4. **Meeting Location:** 7605 Lotus Lane
5. **Meeting Start Time:** 5:15 pm
6. **Meeting End Time:** 5:45 pm
7. **Number of People in Attendance:** 8, plus the owner, his engineer and attorney
8. **Date of Filing of Land Use Application:** 05/20/2024
9. **General Introduction:**

Please include information about who you reached out to for the meeting, communication outreach methods (letters, Facebook, emails, etc.), what you were proposing at the time of the neighborhood meeting, the meeting format (PowerPoint, Q&A, Display Boards, etc.), and who attended the meeting on behalf of the applicant (engineers, attorney, developer, property owner, etc.). Additional information that you feel is important to include is welcomed.

10. Summary of Concerns and Issues Raised at the Meeting:

Please list and respond to each one individually; include as many items that were discussed.

a. List question/concern/comment/request for changes to the proposed plans.

Applicant Response: See attached. No changes to the plans were requested.

b. List question/concern/comment/request for changes to the proposed plans.

Applicant Response: See attached. No changes to the plans were requested.

11. Additional Items Required for Report Submittal:

- Meeting sign-in sheet
- Meeting minutes
- Copy of the plan that was presented at the neighborhood meeting

12. Deadline:

- If your land use application requires a Public Hearing before the MPC Board, then your Neighborhood Participation Plan Report must be submitted two weeks prior to the Public Hearing.
- If your land use application does not require a Public Hearing, no decision on your land use application will be made until a Neighborhood Participation Plan Report has been submitted to your Case Manager

I, the undersigned, as the applicant or an authorized representative of the applicant do solemnly swear and attest that the information provided is true and accurate. I have included a complete record of the neighborhood meeting, as well as an honest response regarding the intentions for development.

Signature of Applicant or Authorized Representative

08/19/2024

Date

Jeff Raley for the applicant.

08/19/2024

Type or Print Name of Applicant (or Authorized Representative)

Date

Shreveport MPC
NPP Meeting
7605 Lotus Lane
08/12/2024 5:15 pm

Re: Made in America Workforce Training Center

Questions asked by those present and answers given:

What were we building? A business incubator for start-up businesses and training center for workers. The only employees at the building will be business owners and trainees. The owner said he would like to employ as many from the local community as possible and help local entrepreneurs start their business.

What would be the hours of operation? 8am to 5 pm.

Was the owner going to clean the site of existing improvements? YES. They were very excited to see that the site would be cleaned of the existing delapidated mobile homes and could not be used for that purpose again.

What would be done about the drainage? The design would be done per the city drainage ordinances and approved by the engineering department. (Evidently, the city had done some water and sewer improvements in the area which caused their road ditches to be filled and their drainage has not been corrected. They have contacted the city on numerous occasions with no success.)

Would the site be fenced and secure? Yes, the site will be fenced per the UDC and there will have security gates at the entry point for the employees and any visitors.

Who will be responsible for the upkeep? The owner. Landscaping will be installed per the UDC and maintained. They were glad to know we would be adding additional landscaping beyond the minimum required.

Will the building be used for any other purposes? The owner stated he would like to make it available as a meeting place for the local community in case they wanted to have a neighborhood meeting. He also said they may provide space for a doctor's office or pharmacy for the community.

Their biggest concern seemed to be cleaning the area and maintaining drainage. They are not happy with the city not responding to their drainage concerns created by the city water and sewer construction.

Several attendees were worried about their taxes going up. We told them it would still be a residential zoning classification and we had no control over taxes.

We had 8 neighbors attend. Only 4 opted to sign our attendance sheet. One lady acknowledged that we provided the sheet, but she said she declined to sign it.

No one expressed any opposition to the development. They were only concerned about taxes going up because of the development. They were happy we would be addressing the clean-up and drainage on our tract and wished the city would correct the rest of the drainage.

8/12/24

ATTEND
MTG.

Print name Anna Thomas Signature Anna Thomas
Address 3113 Moore Station Rd Date 8-12-24

Print name MT Thomas Signature MT Thomas
Address 3113 Moore Station Rd Date 8-12-24

Print name Lorrie Pennywell Signature Lorrie Pennywell
Address 3917 Wadson Dr Date 8/12/24

Print name JAMES N HENDERSON Signature [Signature]
Address 7607 LOTUS LAKE Date 8/12/24

Print name _____ Signature _____

Address _____ Date _____

Print name _____ Signature _____

Address _____ Date _____

Print name _____ Signature _____

Address _____ Date _____

Print name _____ Signature _____

Address _____ Date _____

Print name _____ Signature _____

Address _____ Date _____

Print name _____ Signature _____

Address _____ Date _____

Print name _____ Signature _____

Address _____ Date _____

Print name _____ Signature _____

Address _____ Date _____



Aug 19, 2024



Aug 19, 2024



Aug 19, 2024



CC3825

NOTICE TO THE PUBLIC

Control #24149

Notice is hereby given that the Shreveport Metropolitan Planning Commission of Caddo Parish, LA, will hold a public hearing on Wednesday, September 4, 2024 at 3:00 p.m. in the **Government Plaza Chamber, 1st Floor, 505 Travis Street, Shreveport, LA**, for the purpose of considering the following subdivision applications &/or amendments to the City of Shreveport and Caddo Parish Unified Development Codes & the official Zoning Map for the Shreveport Metropolitan Planning Area of Caddo Parish, LA.

CASE NO. 24-91-C ZONING REQUEST: 7605 LOTUS LANE. Application by Raley and Associates, Inc. For approval to rezone property located on the east side of Lotus Lane, approximately 230 feet north of Standard Oil Road, from R-MHP, Residential Manufactured Home Park Zoning District, to R-MHP (SPUD) Residential Manufactured Home Park Small Planned Unit Development Zoning District, being more particularly described as LOTS 1 & 2, JOFFRION SUB. 171428-21-1 & 2. Sec. 28, T17N, R14W, Caddo Parish, Louisiana.

Alan Clarke, Executive Director
Metropolitan Planning Commission
The Shreveport Times