

PLANNING COMMISSION MINUTES
Monday, December 15, 2014

MEMBERS PRESENT: Ben Westerburg
Judy Poole
Dwayne Yeager
Vernon Guy
Jo Ann Thomas

OTHERS PRESENT: Bruce Fleming, Zoning Director Ann Cottrell, Zoning Asst.
Ms. Sutton Satcher, Meade' Excellent Ministries
Channing Hudson, Refuge Temple Ministries, Inc.

The Monday, December 15, 2014, Planning Commission Meeting was called to order by Dr. Dwayne Yeager. The Commission approved the minutes of the November 17, 2014, Planning Commission meeting.

The FIRST application for review was **ZC-14-45000007**. The applicant is **Steve Lee**. The property owner is **Arah Jean Lee**. The property is located at **1603 Arkansas Road** with the following legal description: **Parcel # 40800 – Lot in Sec 21 T18N R3E from point H as shown on plat of W E Atkinson of survey of lands belonging to Maj J Shaw Jones COB 65 Page 192, S50E along the line H-I 401 ft, S89W 451.8 ft, N28E 292.7 ft to Beg and Parcel # 40801 2.57 acs in Sec 21 T18N R3E beg at the NE corner of Mauldin Tract NW 401 ft pt of Beg NW 343.6 ft, SW 483 ft, E 192.78 ft, NE 292.7 ft to point of Beg less portion sold to La DOTD for Arkansas Road Project.** The request is a **Zone Change from O-L (Open Land) to B-1 (Transitional Business) to develop as Commercial Property (shop with office)**. Bruce Fleming explained that Robbie George, City Engineer, is providing a legal description for the property. Vernon Guy made a motion to send this application to the City Council with a **FAVORABLE** recommendation to allow the zone change. Ben Westerburg seconded. All in favor, motion approved. The City Council will hear this case on January 13, 2015.

The SECOND Application for review was **OA-14-40000002**. The applicant is **Refuge Temple Ministries Inc with pastor being Channing Hudson**. The property is owned by **Skyrider Communications Inc**. The legal description for the property is: **Parcel R# 2343 Lots 1 & 17 Sq 16 Unit 4 HM McGuire's Highland Park Addn, Parcel R#2344 Lot 1 & So 10 ft of Lot 2 Sq 25 Unit 5 HM McGuire's Highland Park Addn, R#2345 Sq 15 Unit 4 HM McGuire's Highland Park Addn., and R#2346 0.45 ac m/l in Highland Park Addn.** The request is for **Amendment to Ordinance # 3606 (Restrictive Covenant) to allow "church" as a use by right at this location.** Bruce Fleming explained that Ordinance # 3606 dated October 10, 2006, rezoned the property to B-1 (Transition Business) and it contained a restrictive covenant that was filed in the Ouachita Parish Court House on November 13, 2006 (File # 1471145 Book 259 page 28) that specified the use of the buildings on that property be used solely for office areas and/or daycare facilities, and that any daycare operated on that property be limited to a maximum of seventy-five (75) children. They are seeking to allow Church as a use in the restrictive covenant. The current tenant is already in operation at this location as a church. They have erected a sign with meeting times. A Certificate of Occupancy (CO) has not yet been issued for this location, as the Zoning Director is unable to sign the CO until the City Council approves this Ordinance Amendment and the Planning Commission provides Planning Approval. The Building Official requires that Refuge Temple Ministries Inc. submit plans to the Louisiana State Fire Marshall for a change of use at this location to "Assembly" as the Occupancy Use. They must also submit plans to the Building Department and to the Louisiana State Fire Marshal's Office for renovations that have been performed at this location without a building permit or inspections. They will need a Review for Louisiana Uniform Construction Code Compliance and a building permit and subsequent inspections from the West Monroe Building Official and the West Monroe Fire Department before a Certificate of Occupancy can be issued. Bruce Fleming explained that he had spoken to City Councilman Sonny Bennett regarding this matter and that Mr. Bennett was going to discuss it with the Mayor and other Council members and that he had Ok'd the Church's Occupancy of the property. The Commission felt that since this location was previously a church, they had no objections to the Ordinance Amendment of the Restrictive Covenant. Ben Westerburg made a motion to send this application to City Council with a **FAVORABLE Recommendation to allow the Ordinance Amendment to allow a church as a use by right in the Restrictive Covenant at this location.** Judy Poole seconded. All in favor, motion approved. The City Council will hear this case on January 13, 2015.

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The THIRD application for review was **PA-14-40000002**. The applicant is **Refuge Temple Ministries Inc with pastor being Channing Hudson**. The property is owned by **Skyrider Communications Inc**. The legal description for the property is: **Parcel R# 2343 Lots 1 & 17 Sq 16 Unit 4 HM McGuires Highland Park Addn, Parcel R#2344 Lot 1 & So 10 ft of Lot 2 Sq 25 Unit 5 HM McGuires Highland Park Addn, R#2345 Sq 15 Unit 4 HM McGuires Highland Park Addn., and R#2346 0.45 ac m/l in Highland Park Addn**. The request is for **Planning Approval to locate a church in B-1 (Transitional Business) District**. This case was discussed at tonight's meeting in conjunction with the Ordinance Amendment of Ordinance #3606. Ben Westerburg made a motion to **APPROVE this application contingent upon City Council approval of Ordinance Amendment (OA-14-40000002) to the Restrictive Covenant to be heard by the West Monroe City Council on January 13, 2015, and contingent upon Louisiana State Fire Marshal Approval of the change of use to "Assembly" and issuance of a Certificate of Occupancy by the City of West Monroe, and must obtain all applicable permits**. Vernon Guy seconded. All in favor, motion approved.

The FOURTH and FINAL application for review was **PA-14-40000003**. The applicant is: **Meade' Excellent Ministries by Pastor Ms. Sutton Satcher**. The property is owned by **Ann McClenden** with legal description being: **Parcel R# 13533 Lot in Sq C West Monroe Beg 94.34 Ft No of Wood St & Frtg 15.66 Ft W Side Trenton St, Depth 150 ft**. **This request is for Planning Approval to locate a church in a B-4 (Downtown Development) District**. Ms. Sutton Satcher spoke on behalf of the application. She explained that the church meets on Sundays and on Thursday nights. The property is located next door to the River Fellowship Church pastored by Pastor Williams. They will have approximately 50 people in attendance. The building will be used for a church meeting facility and office. The building is approximately 900 square feet. They will have training at this location and classes and seminars. They have had access to the building since October 2014. Ms. Sutton stated that she has been working with the Louisiana State Fire Marshal's Office but they returned her drawings on Friday, December 12, 2014, and told her to have an architect submit scale drawings of the location so a proper review can be performed (The Church was advised to contact the state Fire Marshal's Office on October 7, 2014, and prior to submittal of this application). The Building Official requires that the Meade' Excellent Ministries submit plans to the Louisiana State Fire Marshall for a change of use at that location to "Assembly" as the Occupancy Use. They must also submit plans to the Building Department and to the Louisiana State Fire Marshal's Office for any renovations that have been performed at this location without a building permit or inspections. They will need a Review for Louisiana Uniform Construction Code Compliance and a building permit and subsequent inspections from the West Monroe Building Official and the West Monroe Fire Department before a Certificate of Occupancy can be issued. They must also submit an application to the Heritage Preservation Commission for any exterior changes including signs, lettering on doors and windows, etc. Ben Westerburg made a motion to **APPROVE this application contingent upon Louisiana State Fire Marshal Approval of the change of use to "Assembly" and issuance of a Certificate of Occupancy by the City of West Monroe. Furthermore, the church will have to submit an application to Heritage Preservation Commission for exterior changes, and obtain all applicable permits**. Vernon Guy seconded. All in favor, motion approved.

As there was no further business to be discussed, the meeting was adjourned.