

BOSSIER PARISH POLICE JURY
BENTON, LOUISIANA
MINUTES
June 5, 2002

The Bossier Parish Police Jury met in regular and legal session on this 5th day of June, 2002, at 2:00 p.m., in the Police Jury Meeting Room, Bossier Parish Courthouse, Benton, Louisiana. The President, Mr. Bill Altimus, called the meeting to order. The invocation was given by Mr. Dennis Woodward and the pledge of allegiance was led by Mr. Brad Cummings. The Secretary-Treasurer, Cheryl Martin, called the roll, with all members present, as follows:

Mr. William Altimus	Mr. Winfred Johnston
Mr. Rick Avery	Mr. Hank Meachum
Mr. Jimmy Cochran	Mr. Henry Mitchell
Mr. Brad Cummings	Mr. Jeff Rogers
Mr. Jerome Darby	Dr. Eddy Shell
Mr. Wayne Hammack	Mr. Jesse Williams

Others present were Mr. Dennis Woodward, Parish Administrator; Mr. Patrick Jackson, Parish Attorney; Cheryl Martin, Secretary-Treasurer.

Motion was made by Mr. Avery, seconded by Mr. Hammack, to add Mr. Kenneth Starnes, Section 8 Housing Director, to the agenda. Motion carried unanimously.

Motion was made by Mr. Avery, seconded by Mr. Hammack, to add Ms. Fern Lee, Bossier Parish Tax Assessor, and Ms. Pat Joye, Bossier Parish Highway Department, to the agenda. Motion carried, with Mr. Altimus abstaining.

Motion was made by Mr. Hammack, seconded by Mr. Cochran, to add the matter of adopting amendments to the off-premise sign ordinance, as requested by the Bossier City-Parish MPC. Motion carried, with Mr. Altimus abstaining.

Motion was made by Mr. Avery, seconded by Mr. Meachum, to add to the agenda, the request of Coyle Engineering Co., Inc., for approval of the plat of the proposed development of Bayou Bend Subdivision, Unit No. 6. Motion carried unanimously.

Motion was made by Mr. Rogers, seconded by Mr. Darby, to add to the agenda, the matter of awarding the bid for Contract I - Construction for the 2000-2001 LCDBG Street Improvement Project. Motion carried unanimously.

Ms. Diane Cappo and Mr. Bobby Edmiston addressed the jury regarding the need for office space for the Bossier YMCA. Ms. Cappo stated that she is now working with the YMCA and that they hope to establish a physical presence in Bossier Parish. Mr. Edmiston stated that he has two offices available in his Bossier City office, which is located in the old health unit building on Benton Road. The building is owned by the police jury and is also occupied by the Bossier Office of Community Services. Mr. Edmiston stated that the Bossier Office of Community Services is currently using these offices. Mr. Hammack stated that the matter should be discussed with Mr. Manuel DuQue', Bossier Office of Community Services, as they are using the space.

Mr. Cummings requested that the Parish Attorney research the matter of donating office space, and requested that the matter be discussed with the Bossier Office of Community Services.

Ms. Cappo stated that the YMCA currently utilizes space at the offices of Bossier Parks and Recreation. She stated that they want to establish their own office to enable them to better serve the public. She stated that it is very accessible, and that they intend to ask the City of Bossier City for permission to utilize parking space at the site of the old Western Sizzlin Restaurant, which has been recently purchased by the City.

Motion was made by Mr. Cummings, seconded by Dr. Shell, to refer the matter to the Parish Attorney for review. Motion carried unanimously.

Mr. Don Pierson, Greater Bossier Economic Development Foundation, discussed the request of SiteExcell to lease property in the Viking Drive Industrial Park for placement of a cell tower. He stated that a lease agreement has been prepared, and has been reviewed by the Parish Attorney. Mr. Pierson stated that placement of the tower must meet all regulations of the Bossier City-Parish MPC, and advised that the MPC found no problems with the proposal at its preliminary hearing on the matter. He requested that the jury approve the request, subject to final approval by the Bossier City-

Parish MPC. Mr. Pierson stated that the proposed lease agreement is for a 30-year period, with graduated lease payments throughout the term of the lease. He stated that total lease revenues over the 30-year period is projected to be approximately \$231,000.

Mr. Pierson further requested that the jury consider dedicating the amount of the lease income to the Greater Bossier Economic Development Foundation, to be disbursed in accordance with the existing cooperative endeavor agreement that currently provides funding from the Bossier Parish Police Jury to the Greater Bossier Economic Development Foundation. Mr. Hammack recommended that the lease income go to the Industrial Development Fund. Mr. Cummings agreed.

Motion was made by Dr. Shell, to approve the leasing of property in the Viking Drive Industrial Park to SiteExcell for placement of a cell tower, and to authorize the President to execute said lease, subject to final approval of the proposal by the Bossier City-Parish MPC.

There was discussion on the motion. Mr. Cochran requested that adjoining business owners in the industrial park be notified of this proposal. Mr. Pierson stated that adjoining property owners are notified by the MPC. **Upon second by Mr. Meachum, votes were cast on Dr. Shell's motion to approve the request of SiteExcell to lease property in the Viking Drive Industrial Park, and to authorize the President to execute said lease, subject to final approval by the Bossier City-Parish MPC. Motion carried unanimously.**

Motion was made by Mr. Hammack, seconded by Mr. Cummings, that if approved, all revenues from the leasing of property in the Viking Drive Industrial Park to SiteExcell, will be placed in the Industrial Development Fund.

There was discussion on the motion. Mr. Pierson again asked that the police jury consider the dedication of these funds to the Greater Bossier Economic Development Foundation, in accordance with the current cooperative endeavor agreement.

Votes were cast on Mr. Hammack's motion to place lease revenues in the Industrial Development Fund. Motion carried unanimously.

Mr. Kenneth Starnes, Section 8 Housing Director, requested that the police jury consider allowing his office to occupy two additional offices which adjoin the current Section 8 Housing

offices in the Bossier Parish Office Complex on Old Minden Road. He stated that the offices are needed for storage and filing, and that Section 8 will pay for necessary renovations.

Motion was made by Mr. Darby, seconded by Mr. Rogers, to refer the matter to the Building and Grounds Committee for review. Motion carried unanimously.

Ms. Fern Lee, Bossier Parish Tax Assessor's Office, and Ms. Pat Joye, Bossier Parish Highway Department, discussed an infrastructure management system for the Highway Department. Some of the information that the GIS portion of the Assessor's Office intends to compile is similar to the information needed by the police jury accounting department, and a coordination of efforts between the police jury and the tax assessor is being reviewed.

After discussion, **motion was made by Mr. Avery, seconded by Dr. Shell, to schedule a meeting of representatives of the tax assessor's office and the police jury office to discuss this matter. Motion carried unanimously.**

Mr. Sam Marsiglia, Interim Executive Director of the Bossier City-Parish MPC, referred to the adoption of an amended off-premise sign ordinance. On May 15, 2002, the police jury returned the matter to the MPC for input on a recommendation by the police jury that the ordinance include a stipulation that all adjoining property owners will be notified of a request for billboard placement.

Mr. Marsiglia stated that the MPC currently notifies adjacent property owners only when the billboard placement involves a zoning change. He stated that the MPC will initiate an administrative function to notify all adjacent property owners when an off-premise sign application has been submitted, whether the property is being rezoned or not.

Motion was made by Mr. Cochran, seconded by Mr. Avery, to accept the MPC's recommendation, and to adopt an ordinance amending current regulations regarding off-premise signs. Motion carried unanimously.

ORDINANCE NO. 3822

AN ORDINANCE AMENDING ORDINANCE NO. 3692 OF MAY 3, 2000, WHICH AMENDED ORDINANCE NO. 783 OF 1978, THE BOSSIER CITY-PARISH METROPOLITAN PLANNING COMMISSION ZONING REGULATIONS, BY ESTABLISHING STANDARDS AND REGULATIONS TO INSURE THE ORDERLY AND EFFECTIVE DISPLAY OF OFF-PREMISE ADVERTISING AND TO DEFINE THOSE STRUCTURES THAT ARE NOT IN COMPLIANCE

SECTION 1. BE IT ORDAINED by the Bossier Parish Police Jury, in regular and legal session convened on this 5th day of June, 2002, that Ordinance No. 3692 of May 3, 2000, the Off-Premise Sign Ordinance, be and is hereby amended as follows:

OFF-PREMISE OUTDOOR ADVERTISING DEVICES

1. Intent

The purpose of this ordinance is to establish standards and regulations to insure the orderly and effective display of off-premise advertising and to define those structures that are not in compliance. This will effectuate the intent of the U. S. Congress and the Louisiana State Legislature in adopting the Highway Beautification Act and the state version of that law, who, in so acting, have declared that it is in the public interest to regulate and restrict the erection and maintenance of outdoor advertising devices along the Interstate and Primary Highway Systems, to promote the safety of public travel, and to enhance the beauty and attractiveness of the city to its residents and visitors for residential and commercial growth in an orderly plan.

These regulations, when properly enforced, will control the locations, size, spacing, illumination and maintenance of all off-premise advertising devices thereby resulting in the overall enhancement of the safety, health and welfare of the citizens residing in the planning limits of the Bossier City-Parish Metropolitan Planning Commission, hereinafter referred to as the Planning Commission.

2. Applicability

This ordinance shall apply to “off-premise advertising devices,” as herein defined in Section 5. All signs located in the public right-of-way are expressly prohibited.

3. Permits Required

No sign shall be erected, altered, or relocated without first securing a Sign Location Permit from the Planning Commission and a Building Permit from the Permits and Inspections Department. The sign location permit shall contain the location of the sign structure, the name and address of the sign owner, the sign erector, a drawing showing the type, size, location and zoning and such other pertinent information as the Commission may require to ensure compliance with all ordinances affecting the subject property.

4. Signs Allowed Without a Permit

The following signs shall be allowed and shall not require a permit, although they may otherwise be subject to this ordinance:

- a. Holiday lights and decorations with no commercial message, but only between November 15 and January 15 of the following year;
- b. A traffic control sign on private property, such as “Stop,” “Yield” and similar signs, the face of which meet Traffic Engineering standards and which contain no commercial message of any sort;
- c. Flags of the United States, state flags, municipal flags, flags of foreign nations and any other flag representing a governmental agency;

Comment: The provisions of this section are implied but not currently included in the ordinance.



- d. A sign of not more than 35 square feet containing no commercial message except information indicating that the property on which it is located is available for sale or lease and that no two such signs shall be located within 1000 feet of each other on the same property;
- e. A political sign of not more than 32 square feet.

5. Definitions:

- a. Interstates shall mean Interstate Highways I-20 and I-220
- b. Parkway shall mean Arthur Ray Teague Parkway.
- c. Public Street shall mean any street dedicated to the public and accepted by the city for maintenance.
- d. Major arterial shall mean any public street designated as a “major arterial” on the most current, adopted Major Street Plan.
- e. Off-Premise Outdoor Advertising Device shall mean any outdoor sign, display, figure, painting, drawing, message, plaque, poster, billboard, flag, or any other thing which is not located within the public right-of-way, and part of which advertising or information content is visible from any place on the main travel way of the interstate system or public streets of the City. Signs with subject matter relating to the premises (business signs) or signs of a non-commercial nature placed on the premises by the owner or occupant thereof shall not be considered off-premise signs for any purpose of the ordinance.
- f. Premise shall mean the parcel of land on which the sign is located. The parcel considered shall be the smallest of the following: 1) if in a subdivision, the lot on which the sign is located; 2) all adjoining property under common ownership; or 3) the parcel designated by the tax assessor as the parcel on which the sign is located.
- g. Temporary sign shall mean any sign that is used only temporarily and is not permanently mounted, and that can be used only for a designated period of time.

6. Location of Signs

- a. No off-premise outdoor advertising device shall be permitted unless it is within 660 feet of an arterial street or Interstate Highway and oriented toward such street or highway;
- b. Approved off-premise outdoor advertising displays, signs or billboards may be constructed, erected and maintained in the commercial and industrial zoned areas listed in this sub-section and as further defined by the Zoning Ordinances of the City and Parish and the respective official zoning maps. Off-premise signs shall be permitted only in the following zoning districts and not in any others: B-1, B-2, B-3, B-4, RT-3, I-1, I-2, A-1.
- c. No property shall be rezoned to one of the specified zoning districts for the sole purpose of allowing the erection of an Off-Premise advertising device unless the property proposed for rezoning:
 - i. Is designated on the adopted 2001-2021 Master Plan for future industrial or business use or at least 25 percent of the perimeter of the

Comment: This is new. It may be appropriate to adjust this distance.



property proposed for rezoning abuts land zoned for industrial or business use and has actually been developed for one or more industrial or business uses other than outdoor advertising devices; and

- ii. Has contiguous access to a major arterial or Interstate Highway frontage road and is otherwise suitable for industrial or business use, although it is not essential that sewer and water service be immediately available.
- d. Off-Premise advertising devices shall be separated from one another and from other specified uses as set forth in Table 1: Measurements between off-premise signs shall be measured without regard to which side of the street or highway the sign is on, except the Interstate.
- e. For the purpose of these regulations, each side of the interstate system shall be considered separately.
- f. V-type or back-to-back sign surfaces on the same device shall be considered one sign.

Comment: This added language is intended to set out the intent of the Highway Beautification Act limits on rezonings in the ordinance.

Table 1 Separation Requirements for Off-Premise Advertising Devices (in feet)

OAD Size	< 72 s.f.	72-390 s.f.	390-672 s.f.
Separation from OAD facing same flow of traffic along major arterials			
OAD <72 s.f.,	200	300	500
OAD 72-390 s.f.	300	500	720
OAD 390-672 s.f.	500	720	1000
Separation from OAD not facing same flow of traffic, along major arterials			
OAD <72 s.f.,	100	150	250
OAD 72-390 s.f.	150	300	500
OAD 390-672 s.f.	250	500	600
Separation of OAD within 660 feet of Interstate Highway from other OAD within 660 feet of same Interstate Highway			
OAD <72 s.f.,	1000	1000	1000
OAD 72-390 s.f.	1000	1000	1000
OAD 390-672 s.f.	1000	1000	1000
Separation of OAD from property zoned for residential use (not including mixed use) or from property used for school or park purposes as measured from property line of residential to sign base			
Residential Property Line	100	200	400

Comment: This table may be unnecessarily complicated, because I have kept the city's existing separation requirements and added new ones, intended to address new issues. It may be desirable to combine some of these or simply eliminate some.



- g. Off-Premise advertising devices shall be setback from the front property lines on the properties on which they are located by the distances set forth in this paragraph. Set-backs shall be measured from the sign surface. Minimum front yard set-backs shall be as follows:

Table 2 Required Setbacks for Off-Premise Advertising Devices from Front Property Lines (in feet)

District	Sign Size		
	<72 s.f.	72-390 s.f.	390-672 s.f.
Any B District and RT-3	30	30	30
Industrial District and A-1	10	15	15

- h. Side and rear minimum set-backs shall be 5 feet.

- i. Where Table 1 requires a separation from another sign or another use and that separation requirement is greater than the setback requirement under this paragraph, the greater separation requirement shall apply.
- j. No off-premise sign shall be located on or project over a building.
- k. No off-premise sign shall be located in such a manner as to obscure, obstruct, or otherwise physically interfere with the clear or unobstructed view of an official traffic sign, signal, or device, or obstruct or physically interfere with the driver’s view of approaching merging or intersecting traffic.
- l. No off-premise outdoor advertising device shall be located within 1,000 feet of the Arthur Ray Teague Parkway.
- m. No off-premise advertising sign larger than 72 square feet, except temporary signs may be built on wooden poles; all other off-premise signs must be constructed on steel beams, metal pipes, or similar material and painted any neutral or subdued color.

7. Sign Height

No off-premise advertising device shall exceed the most restrictive height applicable to it under Table 3, subject to the further specific conditions set forth in this section:

Table 3 Height Limits for Off-Premise Advertising Devices (in feet)

OAD Size	< 72 s.f.	72 – 390 s.f.	390-672 s.f.
B-1 District	15	Not Permitted	Not Permitted
B-2 District	20	50 (Up to 300 s.f.)	Not Permitted
B-3, B-4, & Industrial Districts	20	60	60
A-1 District	45		
Within 199 feet of residential property	10	Not Permitted	Not Permitted
200 - 599 feet from residential property	20	1 foot additional height above 20 feet for every 10 feet in additional distance separation beyond 200 feet	Not Permitted
600 feet or more from residential property	20	Same as above	60
Oriented toward raised expressway and at least 600 feet from residential	Height allowed by other cells on table or 25 feet above centerline of expressway, whichever is taller		

Comment: Note that this table includes new standards reducing the height of signs within a specified distance of residential districts – this is a simple form of residential compatibility standard.



Note: The maximum height of any signs shall be measured as the vertical distance between the highest part of the sign and either the ground level at its supports or the nearest shoulder of the adjacent Interstate highway right-of-way or public street right-of-way, whichever is higher in elevation.

8. Size of Signs

- a. The following table (Table 4) specifies the maximum permitted sizes for off-premise advertising devices by zoning district.

Table 4 Size Limits on Off-Premise Advertising Devices, by Zoning District (sizes in square feet)

	Zoning District		
	Industrial, RT-3, A-1, B-3 & B-4	B-2	B-1
Maximum area of total sign surface per side (sq. ft.)			
I-20 and I-220 oriented	672	300	72
Major Streets	380	300	72

Comment: This is unchanged from the current ordinance. If there is a desire to simplify the ordinance, it is not entirely clear that the internal height and width limits are critical.

- b. "Surface" means the total area of a plane that contains the sign face or multiple faces.
- c. The maximum area, heights of surface, and length of surface dimensions in the above table are exclusive of any border or trim, the base or supports, and other structural members. For signs in I-1, I-2, A-1, RT-3, B-3 and B-4 Districts, cut-outs or extensions up to 50 square feet of additional area may be allowed without MPC approval and cut-out from 51 to 150 square feet may be permitted with MPC approval.
- d. When two off-premise sign surfaces are placed back-to-back or V-type on the same device with an angle between them of not more than sixty (60) degrees, each side shall conform to the maximum size limitations. No more than two sign surfaces are allowed on one device. Two-sided signs must have the same surface area on each side.
- e. Signs and sign faces shall not be stacked; only one sign face is allowed on each side.
- f. The maximum area, heights of surface, and length of surface dimensions in the above table are exclusive of any border or trim, the base or supports, and other structural members.
- g. Trivision technology faces shall be considered to be one face.

9. Distancing Bonus for Landscaping

A 5 percent distancing reduction shall be available as a bonus to applicants who choose to landscape **non-interstate oriented** sign location sites as follows: To be eligible for the distancing reduction, the required landscaping shall be shown on the site plan, and maintenance of such landscaping shall be required as a continuing condition of the permit for the sign. The landscaping shall meet at least the following standards:

- a. **Area to be Landscaped**
An eight foot radius around the base of the sign.

- b. Required Plant Materials, Type, Quality and Quantity** Acceptable plant materials include shrubs, grasses, ground covers, and other plants.
Note: Landscaped boards accepted under the distance bonus program shall be considered conforming locations.

10. Clear Visibility Triangle

When any public right-of-way or access way intersects a public right-of-way or when the subject property abuts the intersection of two or more public rights-of-way, no fence, wall, hedge or other structure or planting shall be erected, placed or maintained that obstructs view at a level between three (3) feet and ten (10) feet above the street grade and within the clear visibility triangles as defined in Subsections (a) and (b) below. Within the clear visibility triangle, unobstructed cross-visibility shall be provided. However, trees having limbs and having foliage trimmed in such a manner that no limbs or foliage extend into the unobstructed cross-visibility area shall be allowed, provided they are located so as not to create a traffic hazard.

a. Corner Lot

On a lot at the corner of two public streets, the clear visibility triangle shall be formed by the intersecting street lines and a straight line joining the street lines at points which are 30 feet from the point of intersection measured along the street lines.

b. Accessway

For an accessway other than a single-family residential driveway, the clear visibility triangle shall be formed by the intersecting lines of the accessway and the public right-of-way, and a straight line joining those two lines at points which are 15 feet distant from the point of intersection as reflected in the illustration provided. The clear visibility triangle shall be formed on both sides of the accessway on the subject property.

11. Lighting

Signs may be illuminated, subject to the following restrictions:

- a.** No revolving or rotating beam or beacon of light that simulates any emergency light or device shall be permitted as part of any sign. Flashing devices shall not be permitted upon a sign except illuminated signs which indicate such customary public service information such as time, date, temperature or other similar information. No flashing sign shall be allowed within 1000 feet of residential property.
- b.** No animated signs, including message center or video boards, shall be allowed within 720 feet of property zoned for residential use from which the sign face can be seen; no animated signs, including message center or video boards, shall be allowed under any circumstances within 500 feet of property zoned for residential use.
- c.** External lighting, such as flood lights, thin line and goose neck reflectors are permitted provided the light source is directed on the face of the sign and is effectively shielded so as to prevent beams or rays of light from being directed or reflected onto any portion of the interstate highway or public street. All lighting shall be located below the sign face and directed upward at the sign.

- d. Neon signage and back-lit signage is permitted subject to the same guidelines as external lighting.

12. Temporary Signs without Commercial Message

Temporary signs containing no commercial message and related to an election or other event or matter of public interest may be erected in any zoning district of the city but not within the public right-of-way. Such signs shall not exceed 9 square feet in residential districts and 32 square feet in all other districts. Such signs shall be limited to no more than one per candidate or issue on any single parcel. For the purposes of this paragraph, "temporary signs" shall refer to those described in paragraph 0 hereof.

13. Signs Not Allowed

The following signs shall not be permitted to remain or be erected:

- a. Any sign that copies or imitates an official sign or purports to have official status;
- b. Beacons;
- c. Windblown devices;
- d. Pennants;
- e. Portable signs, including any sign that is not securely fixed on a substantial structure, securely connected to the ground in such a way that it cannot easily be moved from one location to another, including skid mounted or trailer mounted signs;
- f. Any sign attached to an accessory structure, except an incidental sign, if such sign is legible from the public right-of-way or from other property;
- g. Any other attention-attracting device, except for those conforming to the dimensional, design, lighting and other standards applicable to a sign in the same location;
- h. Any sign which is obsolete or abandoned, including any sign which does not have 100 percent of the sign surface fully covered with a promotional panel for a continuous period of six (6) months;
- i. Any sign which is illegal under State laws or regulations;
- j. Signs which are erected or maintained upon trees or painted or drawn upon rocks or other natural features;
- k. Signs located on public property, unless placed thereon under lease arrangements or otherwise permitted by legal authority;
- l. Signs which contain statements, words, or pictures of an obscene nature as defined by law;
- m. Signs which contain as part of the message mirror-like surfaces; (Note: 1" reflective discs that do not cover more than 5 percent of the sign surface and produce no traffic impeding glare will be permitted.)
- n. Signs which are constructed so as to periodically change the direction toward which any place containing the sign surface area is oriented; and

- o. Signs which emit smoke, vapor, particles, or odor.

14. Design, Construction and Maintenance Standards

a. Construction Standards

All signs shall be designed, constructed and maintained in accordance with the following standard.

- i. All signs shall comply with applicable provisions of the City building code.
- ii. Electric signs that have internal wiring or lighting equipment, and external lighting equipment that directs light on signs, shall not be erected or installed until an electrical permit has been obtained from the building official. Signs and their installation shall conform to applicable construction and electrical codes. All wiring to electric signs or to freestanding equipment that lights a sign shall be installed underground unless a hardship variance is approved by the Commission. All electric signs shall have a power disconnect switch located either on the exterior of the sign or accessible through an operable cover, and shall be labeled with a sticker or other notice on the exterior of the sign to indicate the voltage and amperage of electrical circuits connected to the sign.
- iii. Except for permitted banners, flags, temporary signs and window signs conforming in all respects with the requirements of this Article, all signs shall be constructed of permanent materials and shall be attached to the ground, a building or another structure by direct attachment to a wall, frame or structure.

b. Backs of Signs

Visible backs of signs shall be suitably painted or otherwise covered to present a neat and clean appearance.

c. Maintenance Standards

All signs shall be maintained in good structural condition, in compliance with all building and electrical codes, and in conformance with this Ordinance. Specifically:

- i. A sign shall have no more than 20 percent of its surface area covered with disfigured, cracked, ripped or peeling paint, poster paper or other material for a period of more than 30 successive days.
- ii. A sign shall not stand with bent or broken sign facing, with broken supports, with loose appendages or struts, or more than 15 degrees from vertical for a period of more than ten successive days.
- iii. A sign shall not have weeds, trees, vines, or other vegetation growing upon it, or obscuring the view of the sign from the public right-of-way from which it is to be viewed, for a period of more than 30 successive days.
- iv. An internally illuminated sign shall be allowed to stand with only partial illumination for a period of no more than 30 successive days.

d. Signs in A-1 District

In addition to meeting the above standards, any sign constructed in the A-1 District must also meet regulations set forth by the Federal Aviation Administration.

15. Sign Location Permits

a. Purpose

The purpose of the Sign Location Permit is to assure compliance, through review of plans and inspection during construction, with all of the requirements established by this Ordinance and related provisions of the Building Code.

b. Applicability or Activities Subject to Review

No sign shall hereafter be demolished, erected, moved, added to, or structurally altered without a Sign Location Permit issued by the Planning Commission in conformity with the provisions of this Section. No Sign Location Permit or Building Permit issued under the provisions of this Chapter shall be considered valid unless signed by the Building Official and the MPC Executive Director or their designees.

Normal maintenance of a sign shall not require a Sign Location Permit or Building Permit.

c. Application Requirements

An application for a Sign Location Permit shall be filed with the MPC Executive Director or his or her designee and shall include the following:

- i. A completed application on the form provided by the Director or his or her designee.
- ii. A minimum of seven copies of a site plan showing data about the site and distances to all existing signs and the location, design, materials, colors, height, width, depth, and square footage of the sign;
 - (1) The site plan shall also show all clear visibility triangles, proximity to interstate or arterial that it is directed to and all required setbacks from adjoining properties;
 - (2) If not shown on the site plan, a separate drawing shall show the distance from the nearest residential property and from all signs larger than 72 square feet and located within 1000 feet of the proposed sign.
- iii. The name, address and telephone number of the sign owner and of the sign contractor;
- iv. Information on the zoning of the site, surrounding zoning and site access; and
- v. Any other pertinent data as may be required to ensure compliance with this Article.
- vi. A copy of a recorded lease or memorandum of understanding between the sign company and the property owner. A copy of the sign ordinance must be referenced and attached to the lease or memorandum.

d. Criteria

The sign must comply with all applicable requirements of this Ordinance.

- e. **Review**
If the application is complete, the Director or his or her designee shall schedule the application for the next meeting of the Planning Commission occurring at least two (2) weeks after receipt of the complete application. At that meeting, the Commission shall consider the application and take testimony from the applicant and other interested persons.
- f. **Action**
The Planning Commission may approve the application, disapprove the application or approve the application with conditions.
- g. **Permit**
If the Planning Commission approves the application or approves it with conditions, the MPC Executive Director or his or her designee shall issue a Sign Location Permit upon receipt of a site plan with distance measurements and computations certified by an engineer or surveyor licensed by the State of Louisiana; making the site plan a condition of the permit and including in the permit any non-message oriented conditions imposed by the Commission. If the application is disapproved, the Director or his or her designee shall notify the applicant in writing of the disapproval.
- h. **Duration, Effect**
The permit shall contain an expiration date, which shall be 180 days after the date of approval or approval with conditions by the Planning Commission. From the date of issuance until the expiration date, the Sign Location Permit shall entitle the holder to apply for a Building Permit for the sign subject to the sign location permit. A sign location permit may be extended once by the Commission for a period of not more than 180 days. After the expiration of a sign location permit or any extension thereof, no application for a sign from the same sign vendor on the same lot of record or the same tax parcel may be accepted or considered for a period of at least 1 year from the date of expiration.

16. Enforcement

The Director of Permits and Inspections and the MPC Executive Director or their designees are hereby authorized and directed to enforce all the provisions of this code. Upon presentation of proper credentials, the Director of Permits and Inspections and the MPC Executive Director or their designees may enter any building, structure or premises in the Bossier City-Parish MPC planning limits to perform any duty imposed by this ordinance.

The Director of Permits and Inspections or the MPC Executive Director may order the removal of any sign erected or maintained in violation of the ordinance. The Director of Permits and Inspections or the MPC Executive Director or their designee shall give ten (10) days notice in writing to the owner of such sign or of the buildings structure or premises on which such sign is located, to remove the sign or bring it into compliance. If the sign owner fails to comply with that order, the Director of Permits and Inspection or the MPC Executive Director may: 1) seek prosecution of the sign owner; 2) request that the attorney for the Parish or the City, as applicable, seek a court order of abatement or seek appropriate injunctive relief; or 3) authorize the removal of the sign after a temporary restraining order is obtained with the costs to be assessed against the property if the MPC Executive Director or Director of Permits and Inspections finds that the sign presents an immediate threat of danger to the safety of the public.

17. Non-Conforming Signs

All signs legally in existence on the effective date of this ordinance but not meeting

the provisions of this ordinance shall be classified “non-conforming” and permitted to remain with reasonable repair and maintenance. Any non-conforming sign damaged beyond 60 percent of replacement cost of the structure (as determined by an independent appraiser engaged by the Planning Commission with costs payable by the current sign vendor) shall be removed.

a. Existing Permits

All building permits previously issued for signs not yet erected will be valid for six (6) months from the date of issuance. No renewals shall be granted for signs or locations which would be in violation of this ordinance.

b. Burden of Proof

In any matter in which a property owner, sign owner, sign user or other person seeks the protection provided to lawful, nonconforming signs under this section, the burden of proof shall be on the person seeking such protection to prove:

- i. The date of erection or installation of the sign;
- ii. The substance of the sign ordinance then in effect;
- iii. That the sign fully conformed to the sign ordinance then in effect, as to height, size, location on the property, sign design and lighting;
- iv. That the person erecting the sign obtained all necessary permits for the erection of the sign; and
- v. That any changes to the sign have been made in accordance with the requirements of this article and in compliance with all applicable permit requirements.

c. Optional Registration

- i. A sign owner or user may register a lawful, nonconforming sign in accordance with this sub-section. The registration shall be filed on or before May 1, 2003 on a form to be provided by the MPC Executive Director. The form shall require at least the following:
 - (1) date of installation of sign or building permit date;
 - (2) address of premises;
 - (3) location of the sign on the premises (drawing and precise description of the location with GPS coordinates noted)
 - (4) dimensions of the sign;
 - (5) height of the sign; and
 - (6) photograph of the sign as it exists at time of filing registration.
- ii. The MPC Executive Director or designee shall review the registration within 30 days and notify the applicant of any inaccuracies or other deficiencies in the registration. The applicant shall have the right to cure any noted deficiencies and to resubmit the registration prior to May 1, 2003. Such inaccuracies or deficiencies in the registration shall be noted in the file. All

provisions of the registration not subject to a notice shall be deemed to be accepted by the Commission.

- iii. In any proceeding in which the legal status of a sign is material, the unchallenged facts set forth in a registration under this subsection shall be presumed to be true; any facts subject to a notice from the Director questioning the accuracy or other matters shall not receive such protection unless the applicant amends the registration to cure the deficiencies.

The ordinance was offered by Mr. Cochran, seconded by Mr. Avery. Upon unanimous vote, it was duly adopted on this 5th day of June, 2002.

CHERYL G. MARTIN
PRESIDENT
SECRETARY-TREASURER

BILL ALTIMUS,
BOSSIER PARISH POLICE JURY

Sealed bids were opened and read aloud for Official Journal of the Bossier Parish Police Jury for the period July 1, 2002 through June 30, 2002. The bid of Bossier Newspaper Publishing Co., Inc., was the only bid received, as follows:

<u>Bossier Press Tribune/Bossier Banner Progress:</u>	
For printing official proceedings	\$18,000.00 (Lump Sum)
For printing jury venire and any other printing of the police jury	\$ 5.00 per column inch

Motion was made by Mr. Hammack, seconded by Mr. Rogers, to accept the bid of Bossier Newspaper Publishing Co., Inc., for Official Journal of the Bossier Parish Police Jury for the period July 1, 2002 through June 30, 2002. Motion carried unanimously.

No bids were received for the sale of surplus property at the E 1/2 of Tr. 72 of Lot 16, Dillard Place, Bossier City, Bossier Parish, LA.

The President announced the public hearing to consider approval of the plat of the proposed development of East Pointe Subdivision, located in Section 31, Township 20 North, Range 13 West, Bossier Parish, LA. The property is located in Mr. Williams' district, along Crouch Road to its intersection with Merritt Road. Mr. Woodward presented a video of the site of the proposed development.

Mr. Ron Parault, developer, and Mr. Ken Smith, Smith Engineering Co., Inc., addressed the jury. Mr. Parault stated that a minimum 1400 square foot heated area is required for manufactured homes in the development. He stated that a brick boulevard type entrance off Crouch Road is planned, with a privacy fence along Merritt Road. Mr. Parault stated that the development will be a gated-type environment, with all houses facing inward. He stated that no single-wide mobile homes will be allowed, and no animals or livestock. He stated that an asphalt/concrete driveway will be required. Mr. Parault advised that a playground is planned, which is to be maintained by the homeowners association. The development consists of half-acre lots with 125' minimum frontage, and a road is to be built to parish standards. Individual sewer treatment plants are planned. Letters of approval have been received from both CBB Water System and Benton Fire District No. 4.

Mr. Williams expressed concern regarding the location of the planned entrance, stating that the short distance uphill to Merritt Road may create a safety hazard. Mr. Parault stated that traffic traveling east on Merritt Road will have to stop at Crouch Road. He stated that the entrance is to be located near to the top of the hill. Mr. Woodward stated that in his opinion, the entrance should be located at the crest of the hill. Mr. Parault stated that he would consider relocating the proposed entrance. He stated that they are currently in the process of finalizing subdivision covenants.

Ms. Margaret Rougeau, 231 Merry Lane, Mr. Cecil Mills, 368 Merritt Road, and Mr. Don Thompson, 475 Merritt Road, spoke in opposition of the proposed development.

Ms. Rougeau stated that property in this area ranges in value from \$300,000 to \$1,000,000, and that this development will greatly decrease property values. She stated that residents will have to drive by the proposed development to reach their homes, and that traffic flow will increase greatly. Ms. Rougeau questioned maintenance of the property, and requested that the police jury table this matter to allow them more time to review the proposal. She stated that there are no other mobile homes located up to Merritt Road, and that a mobile home subdivision is not wanted in this area.

Mr. Cecil Mills stated that this development will devalue his property at 368 Merritt Road. He stated that residents of this area were not advised of the proposal. Ms. Marian Mills spoke from the audience, stating that residents of Merritt Road will see the back of the property. She stated that they already experience water pressure problems, and this will only worsen the problem.

Mr. Don Thompson, 475 Merritt Road, advised that he is opposed, stating that a mobile home subdivision will devalue property on Merritt Road.

Mr. Rogers stated that notice of today's public hearing was published in the Bossier Press Tribune, and stated that no signs were posted on the property, as the site is located just outside the five-mile jurisdiction of the Benton-Parish Metropolitan Planning Commission. Mr. Rogers proposed that an ordinance be prepared for consideration, which provides for the posting of signs in the parish at the sites of proposed subdivision developments, in an effort to make the public aware of proposed development. **Motion was made by Mr. Rogers, seconded by Dr. Shell, to authorize the preparation of an ordinance which provides for the posting of signs at the sites of proposed subdivision developments, as presented. Mr. Cochran offered an amendment to the motion, to stipulate that the signs be two-sided. Motion, as amended, carried unanimously.**

Mr. Rodney Madden, 484 Merritt Road, stated that he is concerned with the safety issue at the East Pointe Subdivision. He stated that he would like to see the final covenants before approval, as well as a masterplan for the development.

Mr. Mike King, 264 Merritt Road, expressed concern regarding maintenance of the proposed playground. He stated that White Oak Creek is located at the rear of the property, which is near the site of the proposed playground. Mr. King further expressed concern regarding the sewerage system, stating that the lots don't appear large enough to handle sewer lines.

Mr. Mel Harju, 424 Merritt Road, stated that residents on Merritt Road have no other way to reach their property but to travel by the proposed development.

Motion was made by Mr. Williams, to table the matter for final subdivision covenants, and possible relocation of the planned subdivision entrance.

Mr. Ron Parault requested that he be allowed to address the opposition. He stated that in his opinion, Cypress Lake keeps property values up in this area. He stated that he has a substantial investment in real estate in this area, and that the area is predominantly manufactured homes. Mr. Parault stated that he will provide the final covenants, and will consider relocating the subdivision entrance.

Motion was made by Mr. Williams, to table the matter for final subdivision covenants, and a proposal to relocate the subdivision entrance.

Mr. Ken Smith, Smith Engineering, Co., Inc., asked if Bossier Parish subdivision regulations require covenant review and approval. Mr. Jackson, Parish Attorney, stated that the police jury has the authority to regulate land use in the parish, and can approve or disapprove the proposal based on covenants.

Mr. Cochran stated that he wants more information regarding the driveways and wants to see a masterplan for the development.

Motion was made by Mr. Williams, seconded by Mr. Johnston, to table for review of final subdivision covenants, and to review relocation of the entrance road.

Mr. Altimus recommended that Mr. Williams meet with the developer and with those who are opposed, to review the matter. Mr. Jackson recommended that the matter be tabled for 30 days for additional information.

Mr. Williams, Mr. Rowe and Mr. Woodward, are to arrange a meeting with the developer to review the proposed development of East Pointe Subdivision.

Mr. Ken Smith stated that the proposed development meets all requirements of the State Sanitary Code, and that he understands that Cypress-Black Bayou Water System is installing a new 8" water main on Crouch Road, which should alleviate water pressure problems.

Motion was made by Mr. Williams, seconded by Mr. Rogers, to table this matter for consideration at the July 3 regular meeting. Motion carried unanimously.

Interested parties were asked to leave their name and address with the police jury receptionist.

Motion was made by Mr. Meachum, seconded by Mr. Cochran, to approve the application of Brian Sanders for a 2002 Bossier Parish liquor license at Brian's Place, 1709 Sligo Road, Bossier Parish, LA, subject to approval by the health department. Motion carried unanimously. The application has been approved by the sheriff's department.

Motion was made by Mr. Rogers, seconded by Mr. Williams, to schedule a public hearing on July 3, 2002, to consider the application of A-Acorn Mini-Storage, Inc., to the Bossier City-Parish MPC, for a zoning amendment to change the zoning classification of a tract of land located in Section 16, Township 18 North, Range 12 West, Bossier Parish, LA, from R-A, Residence-Agriculture District, to B-3, Community and Central Business District, for an expansion to a storage facility. Motion carried unanimously.

Motion was made by Mr. Cochran, seconded by Mr. Meachum, to approve the request of Horseshoe Casino for authority to serve alcoholic beverages of both high and low alcoholic content at a special fishing invitational event at Clark's Red River Marina on June 28-30, 2002. Motion carried unanimously.

There was discussion of the appointment of an additional representative to the Bossier City-Parish Metropolitan Planning Commission Board of Directors. Mr. Rogers recommended that Mr.

Michael Knotts be considered. Mr. Meachum recommended Mr. John Thomson, 1155 Caplis-Sligo Road. Mr. Mitchell recommended Mr. Larry Hawkins.

It was recommended that Mr. Hawkins, Mr. Knotts and Mr. Thomson, be asked to attend the June 19 regular meeting. A resume is to be requested from each, with a copy to be provided to jurors prior to the June 19 meeting.

Motion was made by Dr. Shell, seconded by Mr. Darby, to table the matter of adopting an amended ordinance establishing architectural standards on major streets, pending finalization of an amended ordinance by the City of Bossier City. Motion carried unanimously.

Mr. Bobby Ostteen, URS Corporation, discussed maintenance of modular and masonry construction, in regard to the proposed maximum security jail. A meeting with URS and Coyle/Grace-Hebert, is scheduled on Thursday, June 13, 2002, at 6:30 p.m., at the URS offices at 330 Marshall, Shreveport, for further discussion.

Mr. Hammack reported on a meeting of the Building and Grounds Committee regarding communications. He advised that a proposal has been received from Mr. Joel Haston, Connection Technologies, and that the primary concern is whether to utilize wireless technology or a T-1 line. Mr. Haston is to provide a cost analysis for review.

Mr. Hammack further reported that proposed expansion of the juvenile detention center was discussed, and that Fibrebond is to provide costs for classrooms, and additional office and storage space.

Mr. Hammack reported that the Search Committee is working on the matter of hiring of a parish administrator.

Mr. Cochran referred to a request of an employee at the juvenile detention center for 10 additional sick days, advising that the employee has two vacation days available which can be used.

He recommended that eight additional sick days be approved, with the employee to use the two remaining vacation days, for a total of 10 days. **Motion was made by Mr. Cochran, seconded by Dr. Shell, to approve the request of an employee at the juvenile detention center for eight additional paid sick days, with the employee to use two remaining vacation days, for a total of ten days. Motion carried unanimously.**

Motion was made by Mr. Meachum, seconded by Mr. Johnston, to award the bid for the 2000-2001 LCDBG Street Project, Contract I - Construction, to Webster Gravel & Asphalt Company, Inc., in the amount of \$234,878.20, in accordance with bids received on June 4, 2002. Motion carried unanimously.

Motion was made by Mr. Avery, seconded by Mr. Meachum, to schedule a public hearing on July 3, 2002, to consider approval of the plat of the proposed development of Bayou Bend Subdivision, Unit No. 6, located in Section 28, Township 19 North, Range 13 West, Bossier Parish, LA. Motion carried unanimously.

Jurors were provided a listing of the voting precinct polling places, based on the new established precincts. Mr. Gary Joiner, Precision Cartographics, is to be asked to attend the June 19 regular meeting to discuss police jury districts and voting precincts.

Motion was made by Mr. Meachum, seconded by Mr. Cummings, to authorize Mr. Woodward to execute sewer servitude documents in regard to the acquisition of right-of-way for the laying of sewer lines for the proposed maximum security jail, on properties owned by the following; Jo Ella Wilson, Clydia Stewart Simon, Shirley Williams, Sammie J. McCauley, Sr. Dorothy M. Bates, Myrtle Marshall Bates, Lerna B. H. Eng, Phyllis Adrienne, and Laquita Holcomb Miller. Motion carried unanimously.

RESOLUTION

BE IT RESOLVED by the Bossier Parish Police Jury in regular and legal session on this 5th day of June, 2002, that Dennis E. Woodward, Administrator, be and is hereby authorized to execute on its behalf, sewer servitude documents in connection with the Penal Farm Sewer Project on properties owned by the following: Jo Ella Wilson, Clydia Stewart Simon, Shirley Williams, Sammie J. McCauley, Sr. Dorothy M. Bates, Myrtle Marshall Bates, Lerna B. H. Eng, Phyllis Adrienne, and Laquita Holcomb Miller.

The resolution was offered by Mr. Meachum, seconded by Mr. Cummings. Upon unanimous vote, it was duly adopted on this 5th day of June, 2002.

CHERYL G. MARTIN
SECRETARY-TREASURER

BILL ALTIMUS, PRESIDENT
BOSSIER PARISH POLICE JURY

Motion was made by Mr. Hammack, seconded by Dr. Shell, to authorize Mr. Altimus to execute the Letter of Early Entry with Willamette Industries, Inc., in connection with the Penal Farm Sewer Project. Motion carried unanimously.

RESOLUTION

BE IT RESOLVED by the Bossier Parish Police Jury in regular and legal session on this 5th day of June, 2002, that Bill Altimus, President, be and is hereby authorized to execute on its behalf, a Letter of Early Entry with Willamette Industries, Inc., in connection with the Penal Farm Sewer Project.

The resolution was offered by Mr. Hammack, seconded by Dr. Shell. Upon unanimous vote, it was duly adopted on this 5th day of June, 2002.

CHERYL G. MARTIN
SECRETARY-TREASURER

BILL ALTIMUS, PRESIDENT
BOSSIER PARISH POLICE JURY

Motion was made by Mr. Avery, seconded by Mr. Mitchell, to authorize the President to execute Act of Cash Sale deeds with the following property owners, in connection with the acquisition of right-of-way for the Airline Drive 5-Lane Expansion Project; Marion D. Pace, Thomas A. Sanders, Jr., et us, D & R Properties of LA, L.L.C., and Gary Pearce, et ux. Motion carried unanimously.

RESOLUTION

BE IT RESOLVED by the Bossier Parish Police Jury in regular and legal session on this 5th day of June, 2002, that Bill Altimus, President, be and is hereby authorized to execute on its behalf, Act of Cash Sale deeds with the following property owners, in connection with the acquisition of right-of-way for the Airline Drive 5-Lane Expansion Project; Marion D. Pace, Thomas A. Sanders, Jr., et us, D & R Properties of LA, L.L.C., and Gary Pearce, et ux.

The resolution was offered by Mr. Avery, seconded by Mr. Mitchell. Upon unanimous vote, it was duly adopted on this 5th day of June, 2002.

CHERYL G. MARTIN
SECRETARY-TREASURER

BILL ALTIMUS, PRESIDENT
BOSSIER PARISH POLICE JURY

Mr. Jackson, Parish Attorney, advised that oral arguments in the Hudson legal matter will be heard at the Court of Appeals, Shreveport, LA, at 1:30 p.m., on June 10.

Mr. Jackson further reported that the Wood expropriation lawsuit has been filed.

Mr. Johnston advised that the Corps of Engineers and the Department of Wildlife and Fisheries, has requested that Ivan Lake be lowered to kill vegetation. **Motion was made by Mr. Johnston, seconded by Mr. Meachum, to authorize the lowering of Ivan Lake to kill vegetation. Motion carried unanimously.**

RESOLUTION

BE IT RESOLVED by the Bossier Parish Police Jury in regular and legal session on this 5th day of June, 2002, that it does hereby request the Corps of Engineers to proceed with the lowering of Ivan Lake, Bossier Parish, Louisiana, in an effort to control vegetation.

The resolution was offered by Mr. Johnston, seconded by Mr. Meachum. Upon unanimous vote, it was duly adopted on this 5th day of June, 2002.

CHERYL G. MARTIN
SECRETARY-TREASURER

BILL ALTIMUS, PRESIDENT
BOSSIER PARISH POLICE JURY

Mr. Johnston advised of a request from the Town of Plain Dealing for assistance in moving concrete left as the result of a fire. He stated that the Town of Plain Dealing has offered to pay

overtime wages for parish employees, and pay the cost for fuel. The concrete is located on public property. **Motion was made by Mr. Johnston, seconded by Mr. Rogers, to assist the Town of Plain Dealing in the removal of concrete, subject to a letter of agreement with the Town of Plain Dealing ensuring that the concrete is located on public property, and that the Town of Plain Dealing agrees to pay overtime wages and fuel costs. Motion carried unanimously.**

Mr. Johnston reported that he has been advised that there will be no rural garbage pickup after July 1, for the area located north of Highway 160. Mr. Rogers suggested that the establishment of a central garbage collection site be considered. He stated that this would provide citizens a place to take their garbage for collection. Mr. Johnston stated that garbage is a serious problem in the parish. A meeting of the Health and Sanitation Committee is to be scheduled to review this matter.

Mr. Meachum requested that property at 5251 John Wilson Drive be inspected for possible violation of property standards regulations. He stated that an abandoned vehicle has been at this location for a long time. Mr. Avery requested that property at 5212 Clover in Haymeadow Subdivision be inspected.

There being no further business to come before the Bossier Parish Police Jury in regular and legal session on this 5th day of June, 2002, the meeting was adjourned by the President at 4:45 p.m.

CHERYL G. MARTIN
SECRETARY-TREASURER

BILL ALTIMUS, PRESIDENT
BOSSIER PARISH POLICE JURY