

BOSSIER PARISH POLICE JURY  
ROAD/SUBDIVISION REGULATIONS COMMITTEE MEETING  
MINUTES

Mr. Philip Rodgers, Chairman  
Mr. Bob Brotherton, Co-Chairman  
May 15, 2024

The Road/Subdivision Regulations Committee of the Bossier Parish Police Jury met on this 15<sup>th</sup> day of May, 2024, at 11:30 a.m., in the Police Jury Conference Room, Bossier Parish Courthouse, Benton, Louisiana. Mr. Philip Rodgers, Chairman, called the meeting to order, with the following members present:

Mr. Philip Rodgers, Chairman, Mr. Bob Brotherton Co-Chairman, Mr. Glenn Benton, Ms. Pam Glorioso, Mr. John Ed Jordan, Mr. Chris Marsiglia, Ms. Julianna Parks, Mr. Doug Rimmer.

Others present for the meeting:

Ms. Carlotta Askew-Brown	Ms. Rachael Graves
Ms. Carolina Blunck	Mr. Eric Hudson
Mr. Jimmy Cochran	Mr. Patrick Jackson
Mr. Julian Darby	Mr. Nguyen Kha
Ms. Ashley Ezell	Mr. Sam Marsiglia
Ms. Stacie Fernandez	Mr. Matt Redmon
Mr. Butch Ford	Mr. Tom Salzer
Mr. David Ghormley	Mr. Keith Sutton
Ms. Julie Gill	Mr. Rod White
Ms. Monica Grappe	Ms. Lisa Wilson

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Mr. Eric Hudson, Parish Engineer, advised of an issue involving the caregiver provision for properties located inside the jurisdiction of the Haughton MPC, and asked Mr. Sam Marsiglia to present additional information. Mr. Sam Marsiglia, MPC Commissioner, discussed the matter of a resident who has moved his daughter and her autistic child into a second manufactured home on his property. He stated that the daughter is operating a dog grooming and boarding business on the property, which is located in Mr. Brotherton's district. Mr. Marsiglia stated that he does not believe this situation qualifies for the caregiver provision, and advised that the home was placed on the property with no permit. He further stated that a new septic system has been installed but he is unsure if any permit was obtained for this.

Mr. Marsiglia stated that, in his opinion, it may be easier to update the Unified Development Code for the Haughton MPC to match the parish regulations. He further stated that the Haughton MPC caregiver provision requires a minimum of two acres of land size, and the matter must come back to the MPC every two years to recertify that the caregiver exemption still applies. Mr. Marsiglia stated this recertification presents its own problems with tracking that date to ensure compliance.

Mr. Philip Rodgers requested clarification on what the parish ordinance provides. Ms. Rachael Graves, Engineering Construction Administrative Assistant, advised that the parish requires approval from the health department for placement of a second living structure. Ms. Carlotta Askew-Brown, Executive Director of the Bossier City-Parish MPC and Benton MPC, advised that her current issue with caregiver exemptions is what happens when the person receiving the care is no longer alive and the family cannot afford to move the second structure off the property. She further stated that within the jurisdiction of the Bossier City-Parish MPC and the Benton MPC, she has issues with the residents moving in new tenants to the property and renting it out for profit.

Mr. Marsiglia stated that this is only the second time an issue has arisen in four years regarding the caregiver provision, and advised that the property owner has stated that he is in the process of selling the property with plans to move out of Bossier Parish, so this issue may resolve on its own. Mr. Marsiglia stated that he wanted to make the committee aware of this incident for any future consideration.

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Mr. Hudson stated that he has prepared a proposed revision to the current property standards ordinance to provide that if a property owner appears before both the Property Standards Board of Review and/or a condemnation hearing in excess of one or more times, the parish has the authority to levy increasing penalties for each appearance. He further stated that this revision will allow the parish to better track its repeat offenders in the matter of property standards violations. Mr. Hudson stated that if approved by the committee and by Mr. Patrick Jackson, Parish Attorney, he will place it on the next agenda to schedule a public hearing. Mr. Glenn Benton recommended that if approved, a copy of the newly revised ordinance should be included with every property standards letter going forward to make the property owners aware of what they may be charged if they fail to comply with property standards regulations.

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Mr. Hudson presented information regarding a grant received for striping and signage on certain roads in the parish, adding that the contract has been accepted by the state and awarded. He stated that the Johnson Koran Road is included in this grant and is also on the parish road program in upcoming years. Mr. Hudson requested permission to move Johnson Koran Road to the current year for overlay, so as to not risk damaging any work done under this grant. He further

stated that this change does not increase the project enough to push it outside of public bid law requirements. Mr. Rodgers clarified that we would be moving this road forward to save money received in the grant. Mr. Hudson agreed, advising that this will prevent any damage to striping done through the grant, and will add one and a half miles to the current Road Overlay Program.

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Mr. Hudson stated that Mr. Matt Redmon, Assistant Parish Engineer, is currently working to resolve a drainage issue in Lakewood Subdivision at 1102 Keystone Circle, Bossier City, LA, where the homeowner has placed a pipe in the existing open ditch drainage. Mr. Hudson stated the homeowner has engaged an engineer to determine any adverse impact to the drainage system in place and to provide potential solutions to remedy the issue.

Mr. Redmon stated that the property owner has engaged Raley and Associates, Inc., who have reviewed and provided potential solutions including the installation of a swale to prevent any water pooling on Keystone Circle, and the homeowner is requesting approval from the parish to keep the ditch enclosed. He further stated that it is his recommendation that the approval be contingent on the homeowner agreeing to maintain the swale and subsurface drainage in perpetuity. Mr. Redmon advised that he became aware of this issue last year following construction of the home and the resulting filling of the existing open ditch. He further reported that at that time, he met with the homeowner and advised him of parish regulations requiring that he must comply with the no adverse impact regulations to remedy this situation.

Mr. Hudson advised that in the past, the parish has drafted an agreement between the parish and homeowner which provides that the homeowner will maintain the drainage in perpetuity. He stated that the agreement is recorded in the property records of the parish so that any potential buyer in the future is aware of the agreement to maintain this drainage plan. Mr. Hudson stated that if there is no issue with this plan, his office will proceed with an agenda item to approve in a regular meeting.

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Mr. Hudson discussed a recent issue in the Town of Benton regarding the Lost River Subdivision. He presented a copy of a map of Lost River Subdivision, advising that the Benton MPC has suggested that the existing gravel construction entrance and exit be utilized for the new unit of Lost River Subdivision. Mr. Hudson stated that this will create incoming and outgoing traffic on Palmetto Road. He further stated that Benton Mayor, Shelly Horton, Jr., has contacted him to request permission to use this construction entrance. Mr. Hudson stated that he is concerned

that this road is gravel, and he is unsure whether it will be used only for construction or as an ingress and egress for the subdivision going forward. He stated that he has advised Mayor Horton that it is his opinion that this road should be treated as any other driveway or road, and it should be paved. Mr. Hudson stated that he expressed to Mayor Horton that he believes the town should annex in that portion of the road, which will give the town authority in this issue. Mr. Glenn Benton stated that is his recommendation, as well. Mr. Hudson stated that the mayor is open to this proposal, and he is in the process of researching annexation of this portion of the road. He stated that there is concern that this process could take months to complete, and the mayor would like for construction to proceed in the interim. Mr. Jimmy Cochran stated that he is agreeable to allowing the road to be asphalted. Mr. Philip Rodgers reported that at the Benton MPC meeting, the developer stated that the road is located on what will be the last lot to be developed in the subdivision and once this lot is sold, the road will be removed.

Mr. Hudson stated that it can be stipulated in the jury's approval for use of this road, that the road must be removed once construction of the last unit is complete. He stated that he will proceed forward and keep the jurors informed as to the outcome.

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Mr. Hudson presented a proposal by the Red River Waterway Commission to extend the pedestrian walkways on the Arthur Ray Teague Parkway. He reported that the construction of a pedestrian bridge near The Preserve and Planation Trace areas was previously considered, but the current proposal is for a new pedestrian walkway instead. Mr. Hudson stated that proposed walkway will provide pedestrian walkways on each side of the parkway. Mr. Ford stated that the parish always wanted to be able to provide access for those on the east side of the parkway to get to the pedestrian walkways, but crossing the parkway was too dangerous. He stated that this new proposal will give those on the east side a pedestrian walkway without the need to cross the parkway.

Mr. Ford stated that he will schedule a meeting with Mr. David Jones from the City of Bossier, to discuss this matter further and will provide him a copy of the proposed walkway. He stated that if acceptable to the city, the proposal will be presented jointly to the Red River Waterway Commission. Mr. Ford stated that construction costs will be covered completely by the Commission. Ms. Glorioso asked for clarification on the total cost of the project. Mr. Ford stated that he does not have a proposed cost at this time, but he estimates the cost to be approximately

one million dollars. Mr. Ford stated that he sees this new proposal as a win for all parties, including our citizens. Mr. Keith Sutton stated that the construction of approximately 600 homes is planned in this area.

Mr. Tom Salzer inquired who is responsible for maintenance of the proposed walking trail. Mr. Ford advised that he believes the parish will be responsible for maintenance. Ms. Glorioso stated she thought the city donated its portion to the Red River Waterway Commission. Mr. Patrick Jackson, Parish Attorney, advised he believes the city maintains the area and provided a recent example of damage to the bike trail which the city repaired.

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Mr. Hudson stated that the parish completed work on the East 80 Fire Station building about a year ago and at that time, Chief Rowe talked to Mr. Ford and Mr. Benton about overlaying the parking lot at the facility. He further stated that since building work has been completed for some time, Chief Rowe has renewed his request to overlay the parking lot. Mr. Patrick Jackson clarified that the usual process is that the requesting entity pays for the materials, and the parish provides the labor. Mr. Hudson stated that he has talked to Mr. Kevin Gay, Highway Department Superintendent, and the materials cost should be around \$40,000.00. Mr. Hudson stated that he has provided the estimate to Chief Rowe, and he will be making an official request in the near future for consideration at a meeting.

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Ms. Carlotta Askew-Brown stated that the Bossier City-Parish MPC has seen an increase in requests from homeowners to pave their entire front yards. She further stated that there are usually several people living in the home, and each has a vehicle to park. Ms. Askew-Brown stated that this results in vehicles being parked in the street which causes complaints from neighbors. She stated that these requests have not been approved due to the potential for negative effects on property values. She further stated that these requests could be approved if the property owner retains at least thirty percent minimum landscaping on the lot. Ms. Askew-Brown stated that the adoption of ordinances to prevent this activity may need to be considered, and to address some type of drainage plans in the process. Mr. Hudson stated that with new developments, he can provide some assistance in those areas because of drainage requirements. He further stated that pavement of the entire front yard will create necessary changes to the size of detention ponds and drainage plans to accommodate such requests. Mr. Hudson added that in older subdivisions, it may

not be possible for the parish to assist. Mr. Glenn Benton clarified that none of these subdivisions provide for such issues in their covenants. Ms. Askew-Brown stated that the covenants do not contain any provisions for this type of situation.

Mr. Patrick Jackson stated that when our building codes were adopted, we did not anticipate any of these issues because at that time most households had a maximum of two vehicles. He further stated that homeowners now have multiple drivers in the house, and each has a vehicle. Mr. Jackson stated that these issues will likely continue to cause growing pains in these types of situations where the only alternative to parking in the yard is street parking, which causes complaints from neighbors.

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Mr. Ford stated that approximately two years ago, there was a traffic study completed which showed that turn lanes and a traffic signal were needed at Forest Hills and Highway 80 in Haughton, La. He further added that at that time, the developer was approved by the state for building the first office complex, but any additional development would require a turn lane and traffic signal prior to building. Mr. Eric Hudson stated from his recollection, the letter did give the developer the ability to build the first office complex, but any additional development would require the turn signal and turn lanes. Mr. Ford stated that if the potential need was there at that time, and traffic has only continued to increase in the area, he believes the parish should make every effort to encourage that installation to protect its citizens.

Ms. Julianna Parks stated that the area at I-220 and Swan Lake Road desperately needs a traffic signal, as there are multiple accidents there weekly. Mr. Ford stated that he has been advised by the state that it is on the list, however, the state did not provide a timeline for installation.

Mr. Glenn Benton stated around the same time as the Forest Hills study, he also requested Red Point Road be studied for a traffic signal. He further stated at that time, the state's position was that it was not warranted. Mr. Benton advised that the developer told him a more recent traffic study reported a total of 18,000 cars per day in that area, which is comparable to Airline Drive traffic. He further stated that it is his belief that a traffic signal is warranted at that capacity, and that a signal should be installed on Red Point Road, as well.

Mr. Ford advised that when a development occurs on a parish road, it is determined through a traffic study at what point a traffic signal is warranted. He stated that the parish has no authority on state roads. He further stated it is concerning to him that there are approximately 500 homes in

the area of Forest Hills Subdivision and Highway 80, and with that amount of resulting traffic, a traffic light should be installed to protect our citizens regardless of when the remaining property is further developed.

Ms. Glorioso inquired as to who the state representative is for that area. Mr. Ford advised that is in Representative Dodie Horton's district. Ms. Glorioso suggested that perhaps the jury could reach out to our local legislators, including Representative Horton and Senator Adam Bass, regarding the need for traffic signals at Forest Hills and Highway 80, as well as I-220 and Swan Lake Road. Mr. Ford stated that he has asked Mr. Hudson to make an inquiry with the developers at Forest Hills and Highway 80 to determine when they plan to install the traffic signal, and he will provide an update to the jurors.

There being no further business, the meeting was adjourned at 12:28 p.m. by the Chairman.

MEGAN C. RAMOS  
INTERIM PARISH SECRETARY

PHILIP RODGERS, CHAIRMAN  
BOSSIER PARISH POLICE JURY