



City of Lake Charles

Meeting Agenda

Downtown Development Authority

326 Pujo Street,
7th Floor
Lake Charles, LA
70601

*Nathaniel Allured, Derek Williams, Zita Andrus,
Jacob Manceaux*

November 3, 2025	5:00 PM	Council Chambers at City Hall
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AGENDA FOR REGULAR MEETING OF NOVEMBER 3, 2025, TO BE TAKEN UP IN ACCORDANCE WITH Ordinance No. 14114, RULES FOR MEETINGS OF THE DOWNTOWN DEVELOPMENT AUTHORITY OF LAKE CHARLES, LOUISIANA:

1. CALL TO ORDER
2. INVOCATION AND PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES OF August 14, 2025, REGULAR MEETING
5. DEFER/DELETE/AMEND
6. REQUESTS FROM PUBLIC:
7. CONSIDERATION AND TAKE APPROPRIATE ACTION ON REPORTS OF PROFESSIONAL SERVICE CONSULTANTS/LEGAL:
 - a. Branding Review
8. DEFERRED BUSINESS:
 - a. The Chuck Stop – Review of Parking Plan within T-4 Zone
9. NEW BUSINESS:
 - a. Smoke & Barrel Resolution of Support 2025-017
 - b. Glow Into 2026 Resolution of Support 2025-018
 - c. Review of Proposed United Way Development
 - d. Review of Parking Lot located at Ann & Pryce Street
10. CONSIDERATION AND TAKE APPROPRIATE ACTION ON REPORTS FROM CITY STAFF:
11. CONSIDERATION AND TAKE APPROPRIATE ACTION ON REPORTS FROM COMMITTEES:
12. BOARD MEMBER COMMENTS:
13. ADJOURNMENT



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STAFF FINDINGS

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2025-1-DDA CHAPTER 24 – LAKE CHARLES ZONING ORDINANCE
APPLICANT: ERIC BLANCHARD – THE CHUCK STOP
SUBJECT: Applicant requests a Warrant for the aggregate parking area located to the southwest of the proposed development. The area is currently being used in the same manner, however, applicant has indicated that he is willing to improve the aesthetics by bringing in more gravel, installing screening that complies with the Code, and any other requirements set forth in ordinance. The HPC has previously approved the site plan as submitted and deferred the screening requirements to the jurisdiction of the DDA. They further requested that the screening requirements set forth by the DDA must then also be made applicable to the parking area that falls under their jurisdiction. At the August 14, 2025 Board Meeting, applicant further requested the Warrant be issued without a 3-year term limitation for review as previously suggested.

STAFF FINDINGS: Staff cannot find any evidence of hardship, therefore cannot forward a position of support for the removal of the 3-year term.

2025-2-DDA CHAPTER 24 – LAKE CHARLES ZONING ORDINANCE
APPLICANT: JEFF KUDLA, ON BEHALF OF THE UNITED WAY OF SWLA
SUBJECT: The applicant is requesting Variances (Sec. 24-5-306) to: demolish the existing building at 314 Broad Street; increase the maximum side setback from 24 feet to 32 feet; reduce the minimum building height for new construction in the T5 Zone from two stories to one story; increase the permitted sign band height from three feet to six feet; and relocate the required on-site parking from the mandated Third Lot Layer to the Second Lot Layer.

STAFF FINDINGS:

In consideration of the scope and extent of the multiple requests submitted by the applicant for deviations from the requirements of Section 24-5-306, particularly those requiring formal Variances, the proposed development review necessitates elevation to a higher review body. Staff therefore recommends that the complete development review application be forwarded to the Planning Commission for comprehensive consideration. However, recognizing that the DDA maintains administrative jurisdiction over certain requested deviations, Staff presents the following findings for consideration and comment.

1. Request for Demolition of Existing Building at 314 Broad Street

Demolition or relocation of a historic structure is strongly discouraged and considered only as a last resort. A comprehensive Design Review by the DDA is required. 2.1.6 stipulates the

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prerequisites for Board review. Specifically, the code states that *the Director of Downtown Development shall not forward the application to the DDA until it is complete*. It further provides that complete application is necessary and requires the applicant to supply detailed information, including:

- (i) Information describing the condition of the structure;
- (ii) Estimated cost of restoration or repair; Demonstration that adaptive use was seriously considered.
- (iii) Demonstration that the adaptive use or restoration of the structure has been seriously considered;
- (iv) Any historic records of the building (drawings, photographs);
- (v) Architectural drawings for any proposed new constructions which are intended to replace the structure;
- (vi) Demonstration that the applicant has made a serious attempt for six months to sell the structure, at market value through a multiple listing agency, to an individual or group who would restore the property on site; and
- (vii) Any other information the staff finds appropriate for the Downtown Development Authority to render a decision on the application.

Staff's review revealed that the application does not contain the required elements to forward for Board consideration. Therefore, Staff cannot forward a position of support.

2. Request to Increase Side Setback from 24 feet to 32 feet

For Principal Buildings in the T5 Zone, the side setback has a minimum of 0 feet and a maximum of 24 feet. Section 2.5.1(f) explicitly states that Setbacks may be adjusted by Warrant. A Warrant allows a practice inconsistent with a specific provision, provided it is justified by the general Purpose of the Code (Section 1.2). The requested 32-foot setback exceeds the maximum metric standard and therefore requires a Warrant approval by the DDA.

The proposed variance to place the building 32 feet from the corner of Ryan and Broad Streets represents a significant departure from the T-5 Urban Transect standards and is inconsistent with the existing development pattern, as the other three corners of this intersection are built at or near the established build-to lines. Granting the Warrant would materially deviate from the Code's objectives of promoting consistent urban form, walkability, and cohesive streetscapes. To uphold the integrity of the Code and the character of this key downtown intersection, Staff cannot forward a position of support.

3. Request for Construction of a Single-Story Building

Principal Buildings in the T5 Zone have a mandatory height requirement of 2 stories minimum (6 stories maximum). The T5 Zone (Urban Center Zone) is characterized by "higher density mixed-use building types". The provision of a single-story building

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directly contradicts the minimum height standard intended to achieve this density and form. Since this deviation alters a mandatory metric defining the physical Configuration of the Transect Zone, it constitutes a substantial departure from the code and requires a Variance.

The Board recently reviewed a Warrant request of a similar nature for a development at West Pryce and Ryan Streets. While both sites fall within the same zoning district, the prior project is located four blocks north, amid non-conforming single-story structures and vacant lots. The subject site, however, occupies a central downtown location and should exemplify the intended form and character of the Urban Center. To uphold the integrity of the Code and the character of this key downtown intersection, Staff cannot forward a position of support.

4. Request to Provide Channel Letters and a 6-Foot Logo

T5 Signage Standards are restrictive, permitting only one blade sign (not exceeding six square feet per entrance) and a single external sign band (not exceeding three feet in height). The Code states there shall be no signage permitted additional to that specified. The provision of channel letters and a 6-foot logo deviates from both the prescribed type and the specified size limitations. This deviation should be reviewed as a Variance, as it involves ruling on standards that exceed the limitations explicitly set forth in the Code's signage section.

Due to the limited authority to approve actions that depart from the provisions of the Code, Staff cannot forward a position of support.

5. Request for Parking Areas in the 2nd Layer instead of the 3rd Layer

In the T5 Zone, Section 2.5.4(f) mandates that All parking areas shall be located at the Third Lot Layer.

This request deals with the requirement of parking location (Layer disposition). Section 1.5.6, which defines standards that shall not be available for Warrants or Variances, explicitly lists: "The requirements of parking location".

Due to the limited authority to approve actions that depart from the provisions of the Code, Staff cannot forward a position of support.

THE APPLICATION AND SUPPORTING MATERIAL IS ON FILE AND OPEN FOR PUBLIC INSPECTION IN THE OFFICE OF ZONING AND LAND USE, ON THE 7TH FLOOR OF LAKE CHARLES CITY HALL AT 326 PUJO STREET, LAKE CHARLES, LOUISIANA. ANY PERSON MAY SPEAK OR SUBMIT A WRITTEN STATEMENT FOR HEARING PURPOSES; OR, MAIL TO THE CITY OF LAKE CHARLES, OFFICE OF ZONING & LAND USE, P.O. BOX 900, LAKE CHARLES, LA 70602; OR TELEPHONE: (337) 491-1542. AN APPLICANT FOR WARRANT APPROVAL OR ANY MEMBER OF THE CITY COUNCIL MAY APPEAL THE DECISION OF THE DDA BY FILING AN APPEAL WITH THE DIRECTOR OF PLANNING WITHIN 15 DAYS OF THE DECISION OF THE DDA.