City Planning Commission
Preliminary Staff Report
Tuesday, May 13, 2026

Zoning Docket 049-26
Prepared by: Mitchell S. Kogan
Date: 04/17/2026
Deadline for CPC action:
CC Deadline: 60 days from receipt
City Council District: E – Jason Hughes

Applicant: Propertydoc, LLC
Request: Conditional Use to allow a vocational educational facility in the C-1 General Commercial District.
Property description: Property description: Square Deer Park, Section 24, Building #3, Unit 3D, Lot 3B8B, in the Third Municipal District, bounded by Lake Forest Boulevard, Deer Park Boulevard, Deer Trail and Farrar Canal
Municipal address(es): 10555 Lake Forest Blvd – Suite 3D

Description

The subject property, located on Lake Forest Boulevard in an C-1 General Commercial District is currently developed as the Deer Park Office Condominiums complex that consists of multi-tenant office buildings – with associated uses including general offices and low-intensity medical clinics. Per the petitioner's application, the proposed request is to convert Suite 3-D from an office space into a facility for "…hands-on training related to cosmetic foot care and medical aesthetics education." This land use, to be operated by Cosmetic Footcare & Medical Aesthetics Academy, LLC (CFMA), is classified as a vocational educational facility by the comprehensive Zoning Ordinance. No exterior work is proposed, and the entirety of the operation will be conducted within the suite.

Figure 1: Office Building

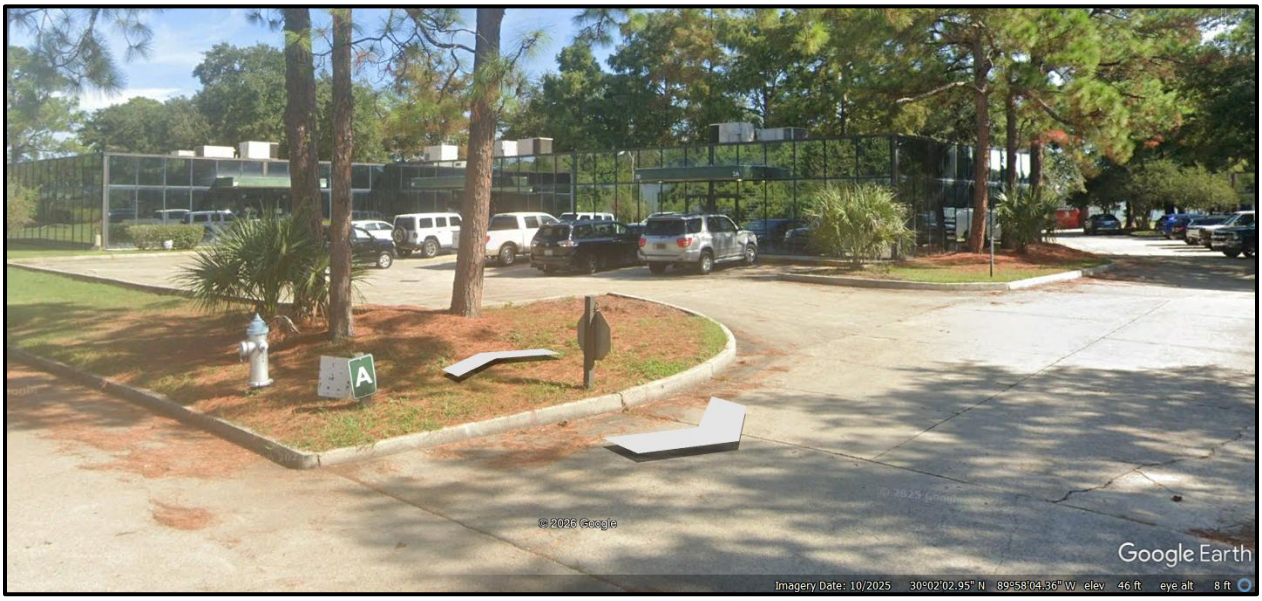
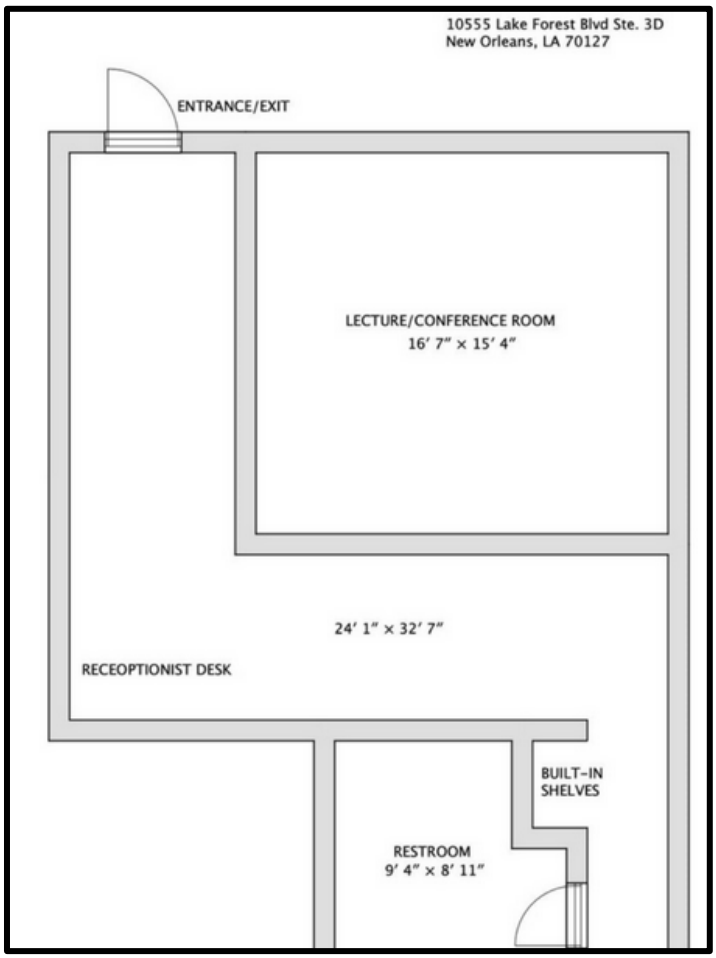


Figure 2: Floor Plan



Reason for Commission Review

Per **Article 15, Section 152.A (Table 15-1: Permitted and Conditional Uses),** a Vocational Educational Facility is deemed a conditional use in the C-1 General Commercial District. The City Planning Commission is required to make a recommendation on all conditional use applications prior to City Council action, in accordance with **Article 4, Section 4.3.D.3 – Action by the City Planning Commission** of the Comprehensive Zoning Ordinance.

Analysis

Use Standards for Educational Facility (Primary, Secondary, and Vocational)	
Requirement	**Notes**
1. *Site Plan.* A campus site plan including the location, square footage, and building heights of all existing and proposed structures and all existing and proposed uses. 2. *Traffic Plan.* A traffic plan shall include the following components: circulation routes for school bus, motor vehicle, bicycle and pedestrian transportation modes; ingress and egress locations for each transportation mode; curb side usage; locations and capacity of all off-street parking and loading spaces; for primary and secondary educational facilities, student pick-up and drop-off locations shall also be shown along with a plan for staff supervision and traffic control during peak hours; and an inventory of school zone signage, pedestrian beacons, crosswalk striping and ADA compliance shall be included.	The staff recommends a proviso that will require the plans submitted for final approval, should the Council approve the application, to be annotated with this additional information.

Parking Requirements				
	Requirement	**Exceptions**	**Total Required**	**Provided**
Vehicle Parking	1 space:4,000sf of GFA	None	0	Shared parking provided
Bicycle Parking	1 space:5,000sf of GFA	None	0	
Loading	No requirement			

No parking or loading spaces are required under the zoning ordinance. Nonetheless, the site provides shared parking for both automobiles and bicycles for the entire facility.

Anticipated impact on surrounding land uses

The proposed vocational school includes an educational component, however the type of operations to be conducted are more comparable to a medical office or beauty parlor, with light office and light service functions. As a result, the anticipated impact on the surrounding area is minimal and consistent with the existing low-intensity office uses in the complex.

Evaluation of approval standards

The City Planning Commission recommendation and the City Council decision on applications for a conditional use shall, on the basis of all information submitted, evaluate the impact of the conditional use on and the compatibility of the use with surrounding properties and neighborhoods to ensure the appropriateness of the use at a particular location. The Commission and Council are required to specifically consider the extent to which the proposed use meets the approval standards contained in **Article 4, Section 4.3.F Approval Standards** of the Comprehensive Zoning Ordinance. In this section, the staff evaluates the application using those standards.

The proposed use at the specified location is consistent with the policies embodied in the adopted Master Plan.

This standard is met. The Home Rule Charter of the City of New Orleans requires all land use actions to be consistent with the Master Plan. A land use action is consistent with the Plan for the 21st Century, commonly known as the Master Plan, if it furthers, or at least does not interfere with, the goals, policies, and is compatible with the proposed future uses, densities, and intensities designated in the Land Use Element of the Plan. "Chapter 13: Land Use Plan" of the Master Plan designates on the Future Land Use Map (FLUM) of the petitioned site as "Neighborhood Commercial." The goal, range of uses, and development character for that designation are copied below.

> **NEIGHBORHOOD COMMERCIAL**
>
> **Goal:** Provide areas for small-scale, neighborhood-oriented commercial development that enhances the pedestrian character and convenience of neighborhoods by allowing commercial establishments in select locations within walking distance to surrounding residential areas.
>
> **Range of Uses:** Retail and professional service establishments serving local neighborhood area residents. Single and two-family dwellings are allowed. Agricultural, stormwater management, and supporting public recreational and community facilities are allowed. Common uses include small groceries, restaurants, barber shops/salons, clothing boutiques, banks, pharmacies, and small health professional offices. Conversion to multifamily, commercial, or mixed use may be allowed for certain existing historical institutional or other non-residential buildings.
>
> **Development Character:** Buildings are oriented to the sidewalk (parking in rear where possible) with maximum heights related to the character of the street. Landscaping is required for parking lots facing the street. Incorporate risk reduction and adaptation strategies in the built environment.

The vocational school fits within the general goal, range of uses and development character of Neighborhood Commercial Future Land Use designation. While not specifically an office inline with other surrounding suites, the proposed use is low-intensity in nature and would complement other medical

offices in the vicinity.

The proposed use is consistent with the general purpose and intent of the applicable zoning district regulations.

This standard is met. The site is located within an C-1 General Commercial District. The purpose of the C-1 District is to provide appropriate locations for a variety of commercial activities, generally serving a wide area and located particularly along commercial corridors with a mix of commercial, service, and residential activities. Areas of the C-1 District are oriented toward pedestrians but also accommodate larger commercial uses generally accessed by automobiles. Therefore, the proposal to add a vocational school that would service clients similarly to a medical office or beauty parlor would be consistent with the surrounding area and would achieve the goals of the current zoning district.

The proposed use meets all standards specifically applicable to the use as set forth in Article 20 and all environmental performance standards of Section 21.3.

The proposed use for the site is as an Educational Facility (Vocational), which is subject to use standards contained within **Article 20**, **Section 20.3.Z** of the Comprehensive Zoning Ordinance. However, the proposal calls for occupying an existing tenant space within an developed office park, and therefore the applicant will simply need to provide a site and traffic plan to show compliance with these use standards as indicated in the two provisos at the end of this report.

The proposed use is compatible with and preserves the character and integrity of adjacent development and neighborhoods and, as required by the particular circumstances, includes improvements or modifications either on-site or within the public right-of-way to mitigate development-related adverse impacts.

This standard is met. The site is presently developed and will simply be occupied by the applicant as a new tenant. No exterior renovations are proposed and therefore imposes no conflicts on the surrounding area.

Any variance of zoning standards meets the approval standards of Section 4.6.F.

This is not applicable. The application does not require any variances.

The proposed use is not materially detrimental to the public health, safety, and welfare, or results in material damage or prejudice to other property in the vicinity.

This standard is met. The proposal simply is making use of an existing office space.

Staff Recommendation

The staff recommends **APPROVAL** of Zoning Docket 049/26 subject to two (2) provisos:

Provisos

1. The plans submitted to the City Planning Commission for final approval shall include a campus development plan containing the following:
   a. Site Plan. A campus site plan including the location, square footage, and building heights of all existing and proposed structures and all existing and proposed uses.
   b. Traffic Plan. A traffic plan shall include the following components: circulation routes for school bus, motor vehicle, bicycle and pedestrian transportation modes; ingress and egress locations for each transportation mode; curb side usage; locations and capacity of all off-street parking and loading spaces

2. The Department of Safety and Permits shall issue no building permits or licenses for this project until final development plans are approved by the City Planning Commission and recorded with the Office of Conveyances. Failure to complete the conditional use process by properly recording plans within one year time period or failure to request an administrative extension as provided in **Article 4, Section 4.3.H.2** of the Comprehensive Zoning Ordinance will void the conditional use approval.

City Planning Commission Meeting (May 12, 2026)

The staff summarized the application and presented its recommendation of approval. The Commission received public comment from the applicant, giving the narrative of how the office would function as a vocational school in that there would be rotating students and classes for a period of 1-2 weeks. There was opposition more so in the form of inquiries from surrounding residents as they wanted to ensure that there would be enough parking for the new use as well as verifying accreditation of the school.

The applicant provided more information at the Commission's request. There were no more questions, and the Commission appeared to be in favor of the request. Commissioner Hebert made a motion to approve the request with a second by Commissioner Joshi-Gupta and the motion carried.

MOTION:

BE IT MOVED BY THE CITY PLANNING COMMISSION THAT ZONING DOCKET 049/26 IS HEREBY RECOMMENDED FOR APPROVAL SUBJECT TO TWO (2) PROVISOS. BE IT FURTHER MOVED THAT THE EXECUTIVE DIRECTOR IS HEREBY AUTHORIZED TO NOTIFY THE CITY COUNCIL OF SAID ACTION.

Provisos

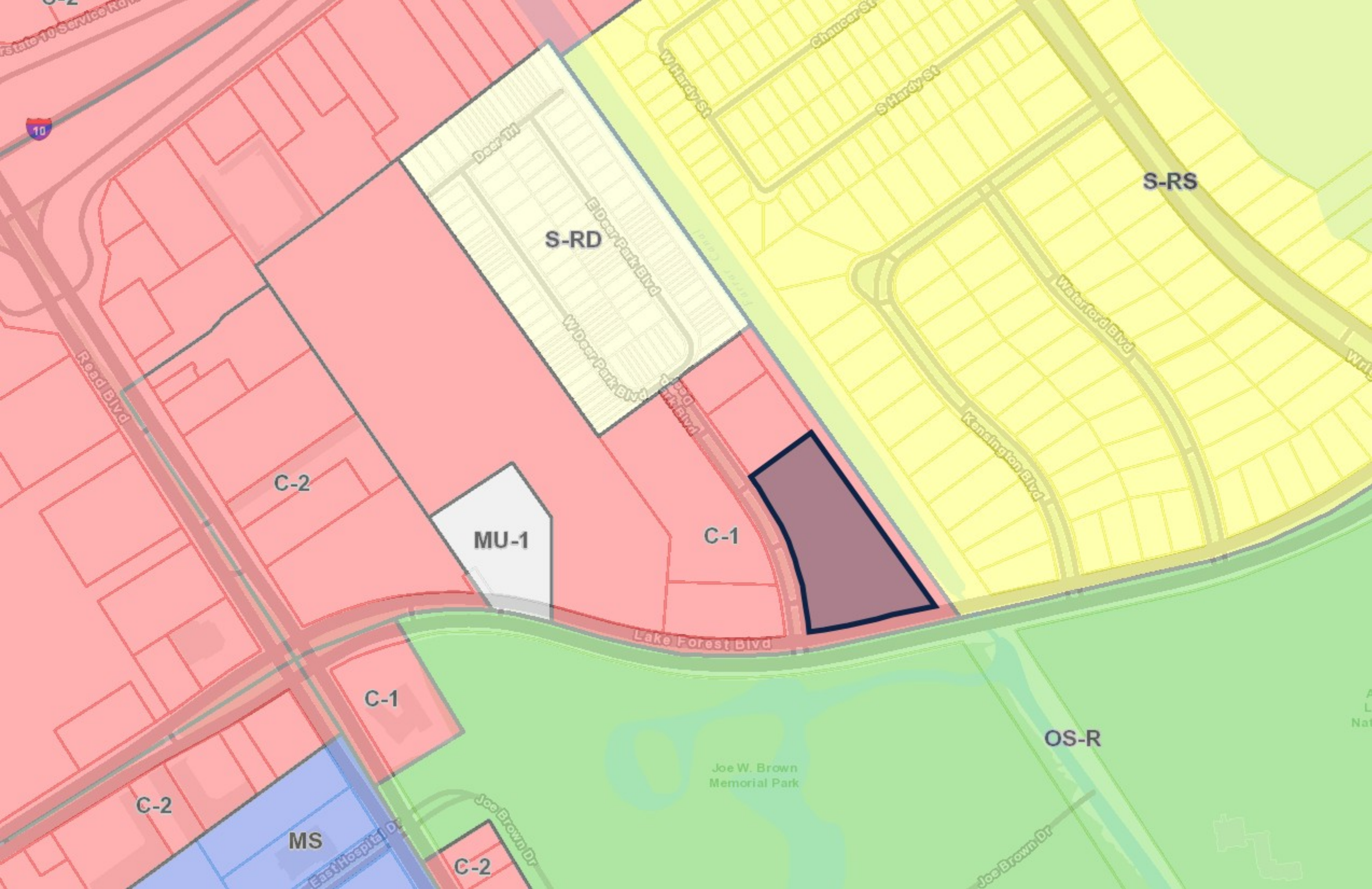
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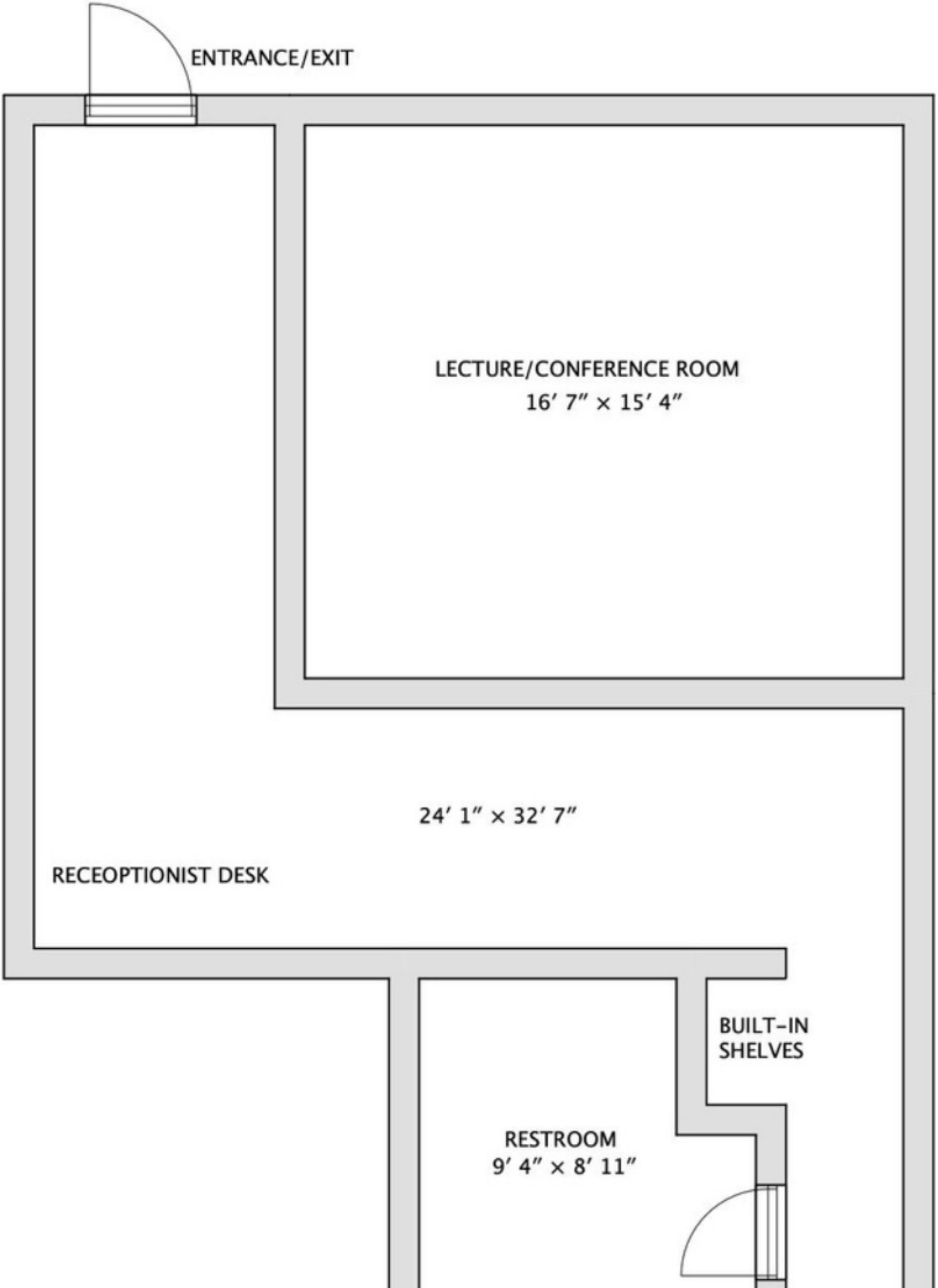
YEAS: Jordan, Joshi-Gupta, Flick, Witry, Steeg, Kepper, Hebert, Jackson

NAYS: N/A

ABSENT: Poche


S-RD
S-RS
MU-1
C-1
C-2
MS
OS-R
Dear Hl
E Dear Park Blvd
W Dear Park Blvd
Chaucer St
W Hardy St
S Hardy St
Waterford Blvd
Kensington Blvd
Lake Forest Blvd
Road Blvd
Joe W. Brown
Memorial Park
Joe Brown Dr
10

10555 Lake Forest Blvd Ste. 3D
New Orleans, LA 70127



NPP MEETING SIGN-IN SHEET

Meeting Date/Time: 12-15-25
Meeting Location: East New Orleans Library
Project: Conditional Use – Vocational Educational Facility (CFMA Academy)

Name	Organization	Address	City/State/Zip	Phone Number	Email Address
Jasmin Lawson	Lafeet	10555 Lakefirst	New Orleans, LA	314-312-3683	jasmin@footcare.clinics.org
Dr. G. Clark	Lafeet	10555 Lakefirst Blvd	NOLA	5041231747	drclark@footcare.clinics.org
Vielka Bowman	CFMA-Academy	10555 Lake forest Blvd	NOLA	(504)491-4880	vbowman@CFMA.academy
Adrian Lockett	Homecare	10555 Lakeforest Blvd	New orleans LA	(504)479-1427	
Victoria Phillips	NBMF	10555 Lake Forest Blvd	NOLA 70127	5049827505	Thenbmf@gmail.com
Eliana Bodden	Upper Level Education	10555 LAKE Forest Blvd	NOLA-70127	(504)576-3644	info@upperleveled.com

Neighborhood Participation Program (NPP) Meeting
Conditional Use Request for a Vocational Educational Facility
10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127

Cosmetic Footcare & Medical Aesthetics Academy LLC

Date: December 15, 2025
Time: 5:00 PM – 6:30 PM
Location: East New Orleans Regional Library – Large Meeting Room

877-236-8575 info@cfma.academy www.cfma.academy

Meeting Purpose & Agenda

Purpose of the Neighborhood Participation Program (NPP)

The Neighborhood Participation Program (NPP) is required by the City Planning Commission (CPC) to ensure community members are informed of proposed land-use requests and have the opportunity to provide input prior to application submission.

Meeting Agenda

I. Welcome

II. Description of the Project

III. Public Comment

IV. Summary

V. Next Steps

I. Welcome to CFMA Academy NPP Meeting

Welcome & Meeting Purpose

Welcome and Thank You for Attending

Purpose of This Meeting:

- To introduce OPMA Academy and our proposed educational facility
- To explain the Conditional Use request required by the City of New Orleans
- To present project details, operations, and community benefits
- To provide an opportunity for community questions and input
- To gather feedback for the official NPP Summary Report submitted to CPC

This meeting is a mandatory step before filing our Conditional Use application.

Materials Available

- CFMA Meeting Agenda
- CFMA Program Summary Handout
- Site Plan of the Proposed Facility (in the PPT presentation)
- Relevant Comprehensive Zoning Ordinance (CZO) Articles
- Community FAQ Sheet
- CPC Neighborhood Participation Program Guidelines
- Comment Cards and Sign-In Sheet

What is the NPP? (Required by CPC)

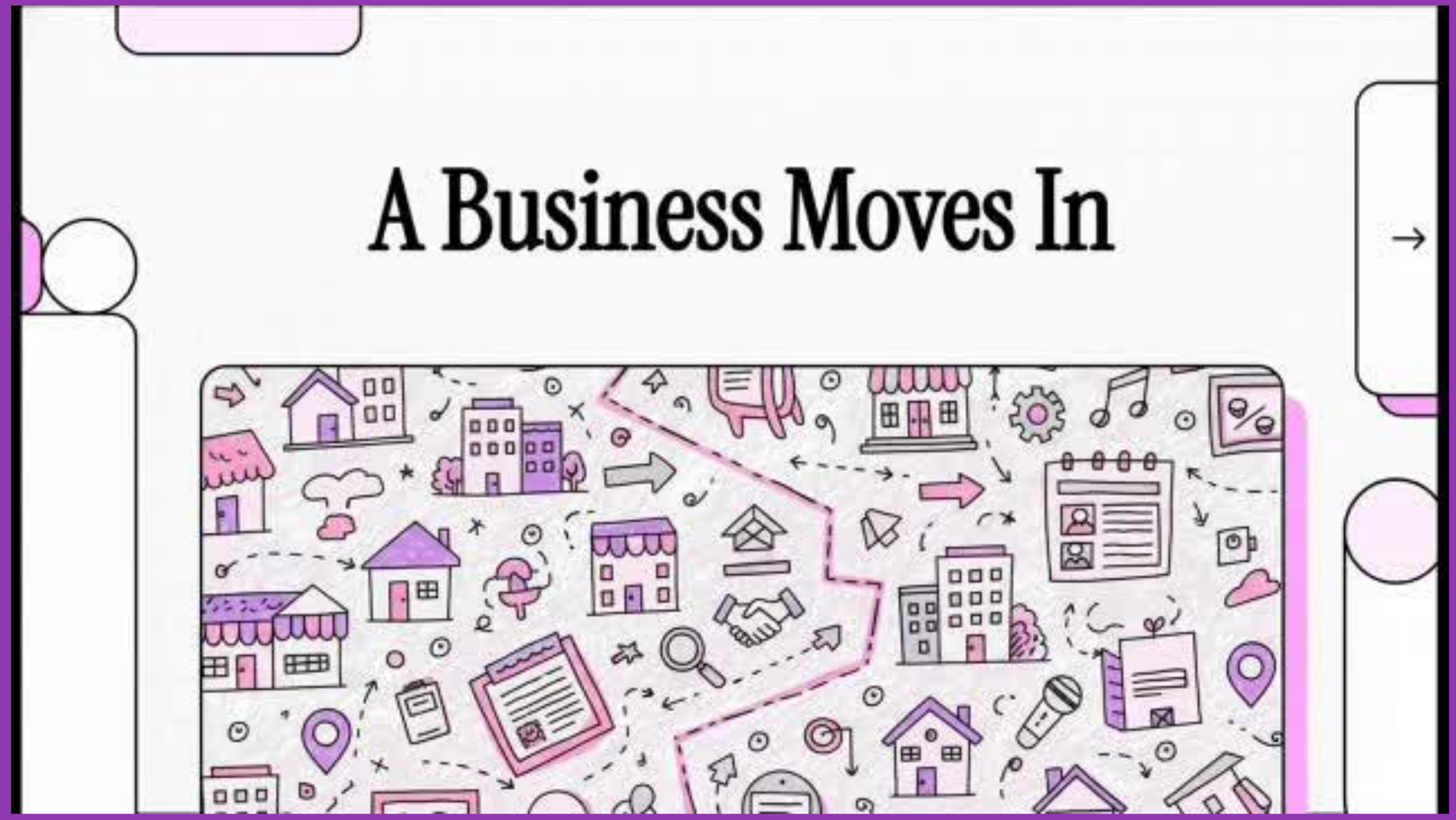
The Neighborhood Participation Program (NPP) ensures transparency and early communication.

The NPP requires applicants to:

- Notify all neighbors within 300 feet
- Notify neighborhood associations
- Notify the City Council district office
- Host this community meeting
- Document concerns, questions, and responses
- Submit a full NPP Summary Report to CPC before the application is reviewed

This process allows neighbors to understand the project before any City decisions are made.

CFMA NPP Video



Site Plan Overview

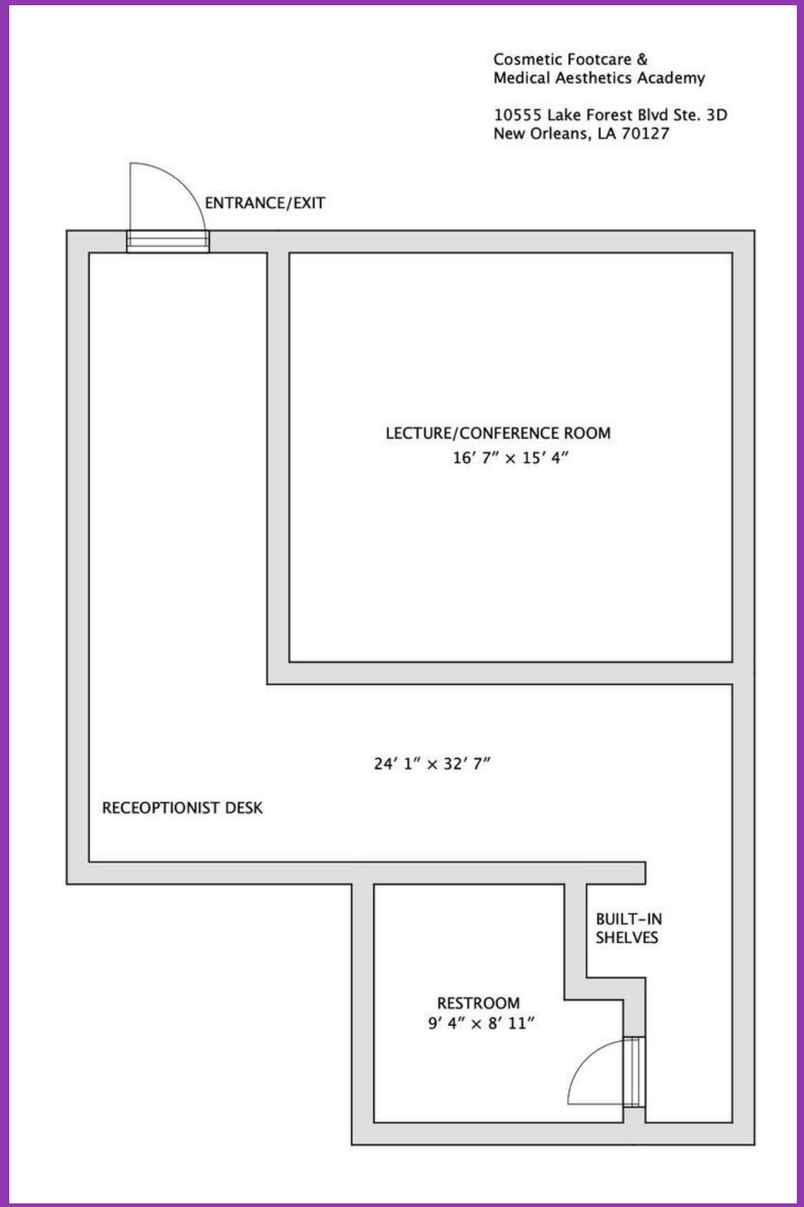
Site Plan – Proposed Use Overview

- Interior vocational education facility only
- No exterior modifications proposed
- No expansion of building footprint

Key Areas Identified on Site Plan:

- Reception / Administrative Area
- Lecture / Conference Classroom
- Restroom Facilities
- Storage / Built-In Shelving
- Primary Entrance and Exit

All instruction will take place indoors.



Site Overview





Site Overview





Site Overview





Site Overview





Comprehensive Zoning Ordinance (CZO) Basis For Request

Project Address:

10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127

Current Zoning District:

General Commercial (C-1)

Proposed Use:

Vocational Education Facility

Applicable Zoning Authority:

Article 15, Section 15.2.A (Table 15-1) – (Conditional Uses permitted in the C-1 District)

Article 20, Section 20.3.Z – (Use standards applicable to educational facilities)

Zoning Request:

Conditional Use approval only (No rezoning, no variances, no waivers requested)

NEW ORLEANS COMPREHENSIVE ZONING ORDINANCE

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15.2.A PERMITTED AND CONDITIONAL USES

Only those uses of land listed under Table 15-1: Permitted and Conditional Uses as permitted uses or conditional uses are allowed within the Commercial Center and Institutional Campus Districts. A "P" indicates that a use is permitted within that zoning district. A "C" indicates that a use is a conditional use in that zoning district and would require a conditional use approval as required in Section 4.3 (Conditional Use). For conditional uses in the EC and MC Districts, Institutional Master Plan approval, in accordance with Section 15.5 is also required. No letter (i.e., a blank space), or the absence of the use from the table, indicates that use is not permitted within that zoning district.

Table 15-1: Permitted and Conditional Uses

Table 15-1: Permitted and Conditional Uses										
USES[1]	DISTRICTS									USE STANDARDS
	C-1	C-2	C-3	MU-1	MU-2	EC[3]	MC	MS	LS	
RESIDENTIAL USE										
Bed and Breakfast – Accessory				C	C	C				Section 20.3.I
Bed and Breakfast – Principal				C	C					Section 20.3.I
Day Care Home, Adult – Small				P	P					Section 20.3.T
Day Care Home, Adult - Large				P	P					Section 20.3.T
Dormitory						P	P	P	P	
Dwelling, Above the Ground Floor	C[12]/P	C[13]/P	C[13]/P	P	P			C	P	
Dwelling, Single-Family				P	P	P				
Dwelling, Two-Family				P	P	P				Section 20.3.Y
Dwelling, Townhouse				P	P					Section 20.3.X
Dwelling, Multi-Family				P	P	P	P		P	
Dwelling, Small Multi-Family Affordable				P	P					Section 20.3.SSS

Table 15-1: Permitted and Conditional Uses										
USES[1]	DISTRICTS									USE STANDARDS
	C-1	C-2	C-3	MU-1	MU-2	EC[3]	MC	MS	LS	
Dwelling, Existing Single-Family	P	P	P					P		
Dwelling, Established Two-Family	P/C[7]	P/C[7]	P/C[7]					P		Section 20.3.W
Dwelling, Established Multi-Family	P/C[7]	P/C[7]	P/C[7]					P		Section 20.3.W
Fraternity/Sorority						P				Section 20.3.DD
Group Home, Small				P	P		P			Section 20.3.GG
Group Home, Large				P	P		P		P	Section 20.3.GG
Group Home, Congregate				C	C		P			Section 20.3.GG
Home Based Child Care, Small				P	P					Section 20.3.T
Permanent Supportive Housing				P	P	P	P		P	Section 20.3.PP
Residential Care Facility	P	P		P	P		P	P	P	Section 20.3.YY
Timeshare		C		C			C	C	C	
COMMERCIAL USE										
Amusement Facility, Indoor	P	P	P	P	P	P				Section 20.3.E
Amusement Facility, Outdoor		C	P	C	P	C				Section 20.3.E
Art Gallery	P	P	P	P	P	P				
Arts Studio	P	P	P	P	P	P				
Animal Hospital	P	P	P	P	P					
Auditorium				P	P	C	C	P	P	
Bar	C	P	P	C	P				P	Section 20.3.G
Broadcast Studio			P	P	P	P				
Bus Terminal	C	C	C	C	C					
Car Wash	C	C	P	C	C					Section 20.3.L
Catering Kitchen	P	P	P	P	P	P	P	P	P	

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USES[1]	DISTRICTS									USE STANDARDS
	C-1	C-2	C-3	MU-1	MU-2	EC[3]	MC	MS	LS	
Check Cashing Establishment	P	P	P	P	P				P	Section 20.3.O
Convention Center					C					
Day Care Center, Adult or Child - Small	P	P	P	P	P	P	P	P	P	Section 20.3.S
Day Care Center, Adult - Large	P	P	P	P	P	P	P	P	P	Section 20.3.S
Day Care Center, Adult - Commercial	P	P	P	P	P	P	P	P	P	Section 20.3.S
Drive-Through Facility		P	P	C	C				C	Section 20.3.V
Employment Services		C	C						P	Section 20.3.BB
Financial Institution	P	P	P	P	P	P	P		P	
Funeral Home	P	P	P	P	P					
Greenhouse/Nursery			P	C	P					
Gas Station	C	P	P	C	C					Section 20.3.EE
Grocery Store	P	P	P	P	P	P	P	P	P	
Health Club	P	P	P	P	P	P	P			
Heavy Sales, Rental & Service			P		C					
Hostel	P/C[8]	P	P	P	P	P	P		P	
Hotel/Motel	P	P	P	P	P	P	P	P	P	
Ice Manufacturing and Vending Machine - Principal Use	P	P	P	P	P	P	P	P	P	Section 20.3.ZZZ
Kennel			C	C	C					Section 20.3.II
Live Entertainment – Secondary Use	C	P[9]	C	C	P[9]					Section 20.3.JJ
Live Performance Venue	C	C	P	C	P					Section 20.3.JJ
Medical/Dental Clinic	P	P	P	P	P	P	P	P	P	
Micro-Brewery	P	P	P	P	P					
Micro-Distillery	P	P	P	P	P					

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USES[1]	DISTRICTS									USE STANDARDS
	C-1	C-2	C-3	MU-1	MU-2	EC[3]	MC	MS	LS	
Motor Vehicle Dealership, Large	C	P	P		C					Section 20.3.LL
Motor Vehicle Operations Facility			P	C	C	C	C	P		
Motor Vehicle Rental Establishment	C	P	P		C					Section 20.3.LL
Motor Vehicle Service & Repair, Minor	C	P	P	P	P					Section 20.3.MM
Motor Vehicle Service & Repair, Major		C	P		C					Section 20.3.MM
Movie Studio			P	C	P					
Office	P	P	P	P	P	P	P	P	P	
Outdoor Amphitheater		C	C							Section 20.3.VVV
Outdoor Live Entertainment - Secondary Use	C	C	C	C	C	C	C	C	C	Section 20.3.WWW
Pawn Shop			P							Section 20.3.O
Personal Service Establishment	P	P	P	P	P	P	P	P	P	
Pet Day Care Service	P	P	P	P	P					Section 20.3.QQ
Printing Establishment			P		P					
Public Market	P	P	P	P	P	P				Section 20.3.TT
Reception Facility	C	P	P	P	P					Section 20.3.WW
Recording Studio	P	P	P	P	P	P	P	P	P	
Recreational Vehicle Park		C	P							Section 20.3.XX
Restaurant, Carry-Out	P	P	P	P	P	C	C		P	Section 20.3.ZZ
Restaurant, Fast Food	P	P	P	C	P	C	C		P	Section 20.3.ZZ
Restaurant, Standard	P	P	P	P	P	P	P	P	P	Section 20.3.ZZ
Restaurant, Specialty	P	P	P	P	P	P	P	P	P	Section 20.3.ZZ
Retail Goods Establishment	P	P	P	P	P	P	P	P	P	

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USES[1]	DISTRICTS									USE STANDARDS
	C-1	C-2	C-3	MU-1	MU-2	EC[3]	MC	MS	LS	
Retail Sales of Packaged Alcoholic Beverages	C	C	P	C	C				C	
Shooting Range, Indoor		C	C							Section 20.3.RRR
Short Term Rental, Commercial	P	P	P	P	P	P	P	P	P	Section 20.3.LLL
Small Box Variety Store	P	P	P	P	P	P	P	P	P	Section 20.3.NNN
Stadium						C				
Winery	P	P	P	P	P					
INDUSTRIAL USE										
Brewery	P[5]	P[5]	P[5]	P[5],C[6]	P[5]					
Contractor Storage Yard		C	C							Section 20.3.Q
Convenience Center	P	P	P							Section 20.3.TTT
Distillery	P[5]	P[5]	P[5]	P[5],C[6]	P[5]					
District Energy System				C	C		P	P		Section 20.3.QQQ
Food Processing	P	P	P	C	P					
Helistop							P	P	P	Section 20.3.D
Heliport							C	C	C	Section 20.3.D
Mardi Gras Den		P	P	C	P					
Marina, Commercial		P								
Marina, Recreational		P								
Manufacturing, Artisan			P	P	P					
Manufacturing, Light				C	P				P	
Mini-Warehouse		C	P	C	C					
Outdoor Storage Yard			C							Section 20.3.Q
Research & Development			P	P	P	P	P	P	P	
Solar Energy System	P	P	P	P	P	P	P	P	P	Section 20.3.DDD
Warehouse			P	C	P				P	
INSTITUTIONAL USE										
Child Care Center, Small	P	P	P	P	P	P	P	P	P	Section 20.3.S

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	C-1	C-2	C-3	MU-1	MU-2	EC[3]	MC	MS	LS	
Child Care Center, Large	P	P	P	P	P	P	P	P	P	Section 20.3.S
City Hall	C	C	C	C	C	C	C	C	C	
Community Center	P	P	P	P	P	P	P			
Convent and Monastery	P	P	P	P	P	P				
Cultural Facility	P	P	P	P	P	P	P			Section 20.3.R
Domestic Protection Shelter			C	P	P	P	P	P	P	Section 20.3.U
Educational Facility, Primary	P	P	P	P	P	P				Section 20.3.Z
Educational Facility, Secondary	P	P	P	P	P	P				Section 20.3.Z
Educational Facility, University	C	C	C	P	P	P	P		C	
Educational Facility, Vocational	C	P	P	P	P	P			C	Section 20.3.Z
Emergency Shelter			C	P	P	P	P	P	P	Section 20.3.AA
Government Offices	P	P	P	P	P	P	P	P	P	
Hospital		C	C	C	C	P	P	P	P	
Place of Worship	P	P	P	P	P	P	P	P		
Public Works and Safety Facility	C	C	C	C	C				P	
Social Club or Lodge	P	P	P	P	P	P	P	P	P	Section 20.3.CCC
OPEN SPACE USE										
Agriculture – No Livestock				P	P	P	P		P	Section 20.3.C
Agriculture – With Livestock				C	C	C	C		C	Section 20.3.C
Cemetery				C,P[11]						Section 20.3.N
Parks and Playgrounds	P	P	P	P	P	P	P	P	P	
Stormwater Management (Principal Use)	P	P	P	P	P	P	P	P	P	
OTHER										

Table 15-1: Permitted and Conditional Uses

USES[1]	DISTRICTS									USE STANDARDS
	C-1	C-2	C-3	MU-1	MU-2	EC[3]	MC	MS	LS	
EV Charging Station (Principal Use)	P	P	P	P	P	P	P	P	P	Section 20.3.YYY
Parking Lot (Accessory Use)	P[10]	P[10]	P[10]	P[10]	P[10]	P[10]	P[10]	P[10]	P[10]	
Parking Lot (Principal Use)	C	C	C	C	C	P	P	P	P	Section 20.3.OO
Parking Structure (Principal Use)	C	C	C	C	C	P	P	P	P	Section 20.3.OO
Planned Development	C	C	C	C	C				C	Article 5
Pumping Station	P	P	P	P	P	P	P	P	P	Section 20.3.UU
Utilities	P[2]	P[2]	P[2]	P[2]	P[2]	P	P	P[2]	P[2]	Section 20.3.GGG
Wireless Telecommunications Antenna & Facility	P[4]	P[4]	P[4]	C,P[4]	C,P[4]	P	P	P[4]	P[4]	Section 20.3.JJJ
Wireless Telecommunications Tower & Facility	P	P	P	C	C	P	P	C	C	Section 20.3.JJJ

TABLE 15-1 FOOTNOTES

[1] The terms in this column ("Use") are defined in Article 26.

[2] Electrical Utility Substations and Transmission Lines shall be subject to design review as per Article 4, Section 4.5.B.5 and Table 4-2.

[3] See Section 15.2.C.

[4] Only wireless telecommunications antennas that comply with the stealth design standards of Section 20.3.JJJ are considered permitted uses.

[5] Subject to the use restrictions in Section 15.2.B.1.

[6] Subject to the use restrictions in Section 15.2.B.2.

[7] Established Two-Family Dwellings and Established Multi-Family Dwellings that comply with Section 20.3.W.1 are permitted uses while those that comply with Section 20.3.W.2 are conditional uses.

[8] Subject to the use restriction in Section 15.2.B.3

[9] Classified as a Conditional Use in Breweries.

[10] As authorized in Article 22, Section 22.8.B.2.a

[11] Only cemeteries that comply with all use standards of Section 20.3.N are considered permitted uses.

II. Description of the Project

Description of the Project

CFMA proposes to operate a vocational educational training facility focused on adult learners pursuing careers in clinical foot care, podiatric assistance, and wound care support services.

- Classroom-based instruction
- Professional training led by licensed and board-certified medical instructors
- Limited class sizes
- No retail sales
- No on-site medical treatment

The proposed use is consistent with surrounding commercial activity and complies with CZO requirements for a Conditional Use in the C-1 District.

Overview of CFMA Educational Programs

CFMA provides vocational training programs for adult learners in specialized foot care and wound care disciplines.

Programs offered include:

- Certified Medical Nail Technician (CMNT)
- Clinical Certified Podiatric Assistant (CCPMA)
- Certified Foot Care Specialist (CFCS)
- Certified Skin and Wound Specialist (CSWS)

Instruction is primarily classroom-based and focused on professional development, safety standards, and theoretical knowledge.

Overview of CFMA Educational Programs

What We Teach (High-Level)

- CFMA provides vocational training for adult learners in specialized foot care, nail care safety, and wound-care education.
- Instruction is classroom-based, focused on theory, safety standards, and professional development — no clinical procedures are performed on-site.

Training Format

- Small-group classes (typically 5–10 adult students)
- Classroom only — no medical, cosmetic, or clinical procedures performed on-site
- Instruction includes presentations, demonstrations, and guided discussion

Purpose of the Programs

- Support local workforce development in the fields of foot health, infection control, and safe professional practices
- Provide continuing education opportunities for licensed or aspiring practitioners

Operations Impact

Operational Overview

- Classes held during scheduled weekday and limited weekend hours
- Students attend by appointment or scheduled sessions
- No amplified sound or outdoor activities
- No increase in traffic beyond typical commercial use

Hours of Operation:

- Monday–Friday: 8:00 AM – 5:00 PM
- Saturday: 11:00 AM – 4:00 PM
- Sunday: Closed

Neighborhood Impact Evaluation

Noise

- Indoor, quiet classroom environment
- No equipment generating noise

Traffic & Parking

- Minimal; students arrive at scheduled times
- Existing commercial parking lot meets all needs

Safety & Security

- Professional environment
- Controlled entry by staff and students
- No public walk-in access

Environmental Impact

- No chemicals, emissions, or hazardous materials of any kind

Community Benefits

CFMA’s presence will:

- Provide professional training opportunities for residents
- Improve career access in healthcare-related fields
- Promote workforce development within New Orleans East
- Increase educational options without impacting neighborhood character
- Contribute to local economic activity with minimal impact

Compliance With City Requirements

CFMA is committed to full compliance with all City procedures:

1. **NPP Meeting (current stage)**
2. **Submit Conditional Use Application to CPC**
3. **CPC Public Hearing**
4. **City Council Final Action**
5. **Fire Marshal Review & Life Safety Compliance**
6. **Final Building Inspections**
7. **Certificate of Occupancy**

The facility will operate only after all approvals and inspections are complete.

III. Public Comment

Community Questions & Discussion

We welcome your questions, concerns, and feedback.

All comments will be:

- Open floor for questions, comments, and feedback
- Attendees may speak or submit written comment cards
- All comments will be documented and summarized

CFMA welcomes community input and values neighborhood feedback as part of this process.

IV. Summary

Summary of Comments

Meeting Summary

- CFMA will document all questions and concerns raised
- Responses will be addressed where applicable
- Additional information will be provided if needed, following the meeting

V. Next Steps

Next Steps After the Meeting

Following this NPP Meeting:

- Compile attendance, comments, and responses
- Prepare and finalize the NPP Summary Report
- Application submission will occur within 180 days of this meeting
- Submit the Conditional Use Application to CPC
- Attend CPC hearing and respond to staff recommendations
- Await City Council's final vote

Attendees may sign up for project updates through the City's NoticeMe system.

Thank You!

We appreciate your time &
look forward to driving
success through this community

Contact Us Now

(877) 236-8575

info@cfma.academy

www.cfma.academy

10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127

New Orleans Location:
10555 Lakeforest Blvd Suite STE 3D,
New Orleans, LA 70127, USA

CFMA Program Summary

Cosmetic Footcare & Medical Aesthetics Academy (CFMA)

Cosmetic Footcare & Medical Aesthetics Academy (CFMA) provides adult vocational training in specialized foot care, medical nail care, wound care fundamentals, and podiatric assisting. All programs are classroom-based and focused on professional development, safety, and foundational theoretical learning.

1. Certified Medical Nail Technician (CMNT)

A professional training program focused on safe, hygienic, and medically informed nail care practices.

Key Topics:

- Nail anatomy & disorders
- Infection control & sanitation standards
- Safe tool handling and client protection
- Medical nail care concepts for non-clinical settings

Format: Classroom instruction, demonstrations, knowledge assessments

2. Clinical Certified Podiatric Medical Assistant (CCPMA)

Prepares learners for supportive roles in podiatry-related environments through foundational clinical knowledge and administrative readiness.

Key Topics:

- Foot anatomy & basic podiatric principles
- Charting, documentation & professionalism
- Patient preparation concepts
- Safety, sterilization, and workflow fundamentals

Format: Classroom training; no live medical procedures performed

3. Certified Foot Care Specialist (CFCS)

Provides foundational theory in foot care support, foot health awareness, and professional best practices.

Key Topics:

- Foot structure & common conditions
- Prevention strategies & footwear knowledge
- Introductory foot care concepts
- Scope-appropriate safety practices

Format: Instructor-led teaching, case examples, assessments

4. Certified Skin & Wound Specialist (CSWS)

An introductory program in wound care principles designed for non-clinical learners to build awareness and foundational knowledge.

Key Topics:

- Skin structure & wound types
- Basic wound prevention education
- Safety practices & risk reduction
- Foundations of wound terminology & care concepts

Format: Classroom learning, diagrams, interactive knowledge checks

Program Delivery

- **Mode:** Classroom only
- **Schedule:** Small groups, pre-scheduled sessions
- **Facility:** Low-impact instructional use; no clinical services offered
- **Audience:** Adult learners seeking vocational skills and professional development

Commitment to the Community

CFMA aims to support local workforce development, provide accessible vocational learning opportunities, and operate as a low-impact, education-focused facility aligned with neighborhood expectations.

New Orleans Location:
10555 Lakeforest Blvd Suite STE 3D,
New Orleans, LA 70127, USA

Neighborhood Participation Program – Community FAQ

Cosmetic Footcare & Medical Aesthetics Academy (CFMA)

1. What is CFMA?

CFMA is a vocational training academy that provides classroom-based instruction in:

- Certified Medical Nail Technician (CMNT)
- Clinical Certified Podiatric Medical Assistant (CCPMA)
- Certified Foot Care Specialist (CFCS)
- Certified Skin & Wound Specialist (CSWS)

Programs serve adult learners and healthcare professionals seeking additional skills.

2. Will this bring more traffic or congestion?

No. CFMA operates on a small-class model, typically 10–15 students at a time. Classes are scheduled in advance and spread throughout the week to avoid traffic increases.

3. What are the academy's operating hours?

- Weekdays: 8:00 AM – 5:00 PM
- Saturday: 11:00 AM – 4:00 PM
- Closed Sundays

Hours align with daytime commercial activity—no late-night operations.

4. Will there be parking issues?

No. The site provides ample on-site parking shared with other commercial tenants. Student volume is low, and classes are staggered to prevent parking overflow.

5. Will there be noise or disruption?

No. The academy is fully classroom-based. No machinery, loud equipment, or group activities occur outside the suite.

6. Will there be clinical services or patient treatments?

No. CFMA does not operate a clinic. Students learn through classroom instruction, demonstrations, and supervised simulations.
No public appointments, no walk-ins, and no medical treatments are offered at this location.

7. Is this safe for the community?

Yes. All courses follow strict safety, sanitation, and infection-control standards.
No chemicals, hazardous materials, or waste requiring special handling are used.

8. Will there be any changes to the building?

No exterior construction.
Interior use remains educational only within the existing commercial suite.

9. Why is CFMA applying for a Conditional Use?

The C-1 General Commercial zoning district requires a Conditional Use approval to operate a vocational educational facility.
This process ensures transparency and gives neighbors an opportunity for feedback.

10. How can the community share concerns or comments?

- At this NPP meeting
- Through the comment cards provided
- Direct email: **info@cfma.academy**
- Direct phone: **(877) 236-8575**
- Future comments may also be submitted to the City Planning Commission

---- On Thu, 04 Dec 2025 05:03:25 -1000 **Ryan Mitchell** <drmitchell@nolapremier.com> wrote ---

I got the letter about the upcoming meeting at the library. I just wanted to reach out and inquire about parking. Where will these students be parking and how many are expected to attend daily? Just want to make sure they aren't taking the spaces in front of my office and maybe they use the other parking lot by Building 1 so our injured patients do not have to walk so far. Please let me know what the parking rules for these students will be.

Thanks

--
Dr. Ryan Mitchell
Chiropractor
NOLA Premier Injury Center
Mid-City
3308 Tulane Ave. Ste. 324
p: 504-354-1490
f: 504-354-1836

New Orleans East
10555 Lake Forest Blvd. Ste 3F
p: 504-766-7717
f: 504-766-6377
www.nolapremier.com

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NPP MEETING COMMENT CARD

DATE: 12-15-25

NAME/ADDRESS OF PROJECT:
10555 LAKE Forest Blvd suite 30

COMMENT/QUESTION:
Meeting was great, Thank you for the invite. looking forward to the school.

CONTACT (OPTIONAL)
NAME: _____
EMAIL: _____
ADDRESS: _____

New Orleans Location:
10555 Lakeforest Blvd Suite STE 3D,
New Orleans, LA 70127, USA

The Cosmetic Footcare & Medical Aesthetics Academy

Dear Neighbor,

Please join **Cosmetic Footcare & Medical Aesthetics Academy, LLC** for a **Neighborhood Participation Program (NPP) meeting** regarding the property at **10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127.**

Date: December 15, 2025 – Monday
Time: 5:00 PM – 6:30 PM
Location: Large Meeting Room, East New Orleans Regional Library

Cosmetic Footcare & Medical Aesthetics Academy LLC (CFMA) is requesting **approval of a Conditional Use** to permit a **vocational educational facility** within an existing **C-1 General Commercial District**, in accordance with **Article 15, Section 15.2.A (Table 15-1)** and **Article 20, Section 20.3.Z** of the Comprehensive Zoning Ordinance.

This means we are required to apply for approval from the **City Planning Commission (CPC)** and the **New Orleans City Council** before operating the academy at this location.

As part of the approval process, we must conduct a **Neighborhood Participation Program (NPP) meeting** before submitting our application to the CPC for review and recommendation. The City Council will make the final decision on the request.

The Academy offers professional training programs in **medical aesthetics and cosmetic foot care** for licensed practitioners and students in related fields. The facility is currently furnished for classroom use and **will not involve new construction or renovation.**

Hours of operation will generally be **8:00 AM – 5:00 PM on weekdays** and **11:00 AM – 4:00 PM on Saturdays**, with small, scheduled class sessions. **Parking is available on-site**, and **no variances or waivers are required**. If approval is granted, the academy will begin instructional operations soon after receiving the necessary City approvals and permits.

Because you are a nearby neighbor or otherwise interested in the neighborhood, you are invited to this meeting to learn more about our proposal, ask questions, and share feedback.

This letter is being delivered via **U.S. Mail or hand delivery** to nearby residents and owners, and via **email** to the relevant neighborhood associations and City Council office, in accordance with CPC requirements.

If you are unable to attend but wish to receive information from the meeting or have additional questions or comments, please feel free to contact me directly.

If you require accessibility accommodations, please contact **info@cfma.academy** at least **72 hours before the meeting.**

I look forward to your participation at the meeting.

Sincerely,
Vielka Bowman-Thomas
Director of Educational & Business Affairs
Cosmetic Footcare & Medical Aesthetics Academy, LLC
info@cfma.academy | (877) 236-8575

Neighborhood Participation Program Meeting Notice – 10555 Lake Forest Blvd (Conditional Use Request)

Summarize

Cosmetic Footcare & Medical Aesthetics Academy

To: Oliver.Thomas@nola.gov <oliver.thomas@nola.gov>

Tue 11/25/2025 8:13 AM

Cc: Dr. Gabrielle Clark

Dear Councilmember Thomas,

Cosmetic Footcare & Medical Aesthetics Academy (CFMA) extends our sincere apologies for the earlier NPP Notice that was sent. There was a correction needed regarding the meeting schedule, and we want to ensure that all parties now have the accurate and updated information.

Please join Cosmetic Footcare & Medical Aesthetics Academy LLC for a Neighborhood Participation Program (NPP) meeting regarding the property at 10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127.

Date: December 15, 2025 – Monday
Time: 5:00 PM – 6:30 PM
Location: Large Meeting Room, East New Orleans Regional Library

Cosmetic Footcare & Medical Aesthetics Academy LLC (CFMA) is requesting approval of a Conditional Use to permit a vocational educational facility within an existing **C-1 General Commercial District**, in accordance with **Article 15, Section 15.2.A (Table 15-1)** and **Article 20, Section 20.3.Z** of the Comprehensive Zoning Ordinance.

This NPP meeting is being held prior to our submission to the City Planning Commission for review and recommendation. The City Council will make the final decision on the request.

We welcome your participation and feedback.

If you have questions or need additional information, please feel free to contact me directly.

If you require accessibility accommodations, please contact **info@cfma.academy** at least **72 hours before the meeting.**

Sincerely,
Vielka Bowman-Thomas
Director of Educational & Business Affairs
Cosmetic Footcare & Medical Aesthetics Academy, LLC
info@cfma.academy | (877) 236-8575

Reply | Reply all | Forward

NPP Meeting Notice – 10555 Lake Forest Blvd (CFMA Conditional Use Request) Summarize

Cosmetic Footcare & Medical Aesthetics Academy

To: EnolaCivic@gmail.com <enolacivic@gmail.com>

Tue 11/25/2025 8:14 AM

Cc: Dr. Gabrielle Clark

Dear Eastern New Orleans Civic Association,

Cosmetic Footcare & Medical Aesthetics Academy (CFMA) extends our sincere apologies for the earlier NPP Notice that was sent. There was a correction needed regarding the meeting schedule, and we want to ensure that all parties now have the accurate and updated information.

Please join Cosmetic Footcare & Medical Aesthetics Academy LLC for a Neighborhood Participation Program (NPP) meeting regarding the property at **10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127.**

Date: December 15, 2025 – Monday
Time: 5:00 PM – 6:30 PM
Location: Large Meeting Room, East New Orleans Regional Library

Cosmetic Footcare & Medical Aesthetics Academy LLC (CFMA) is requesting approval of a Conditional Use to permit a vocational educational facility within an existing **C-1 General Commercial District**, in accordance with **Article 15, Section 15.2.A (Table 15-1)** and **Article 20, Section 20.3.Z** of the Comprehensive Zoning Ordinance.

As part of the approval process, we are conducting a Neighborhood Participation Program (NPP) meeting before submitting our application to the City Planning Commission for review and recommendation. The City Council will make the final decision on the request.

The Academy offers professional training programs in medical aesthetics and cosmetic foot care for licensed practitioners and students in related fields. The facility is currently furnished for classroom use and will not involve new construction or renovation. Hours of operation will generally be **8:00 AM – 5:00 PM on weekdays** and **11:00 AM – 4:00 PM on Saturdays**, with small, scheduled class sessions. Parking is available on-site, and no variances or waivers are required.

If approval is granted, the academy will begin instructional operations soon after receiving the necessary City approvals and permits.

If you cannot attend but would like to receive information from the meeting or have questions or comments, please contact me directly.

If you require accessibility accommodations, please contact **info@cfma.academy** at least **72 hours before the meeting.**

Thank you for your time and consideration.

Sincerely,
Vielka Bowman-Thomas
Director of Educational & Business Affairs
Cosmetic Footcare & Medical Aesthetics Academy, LLC
info@cfma.academy | (877) 236-8575

Reply Reply all Forward

NPP Meeting Notice – 10555 Lake Forest Blvd (CFMA Conditional Use Request) Summarize

Cosmetic Footcare & Medical Aesthetics Academy

To: enonac2009@gmail.com

Tue 11/25/2025 8:15 AM

Cc: Dr. Gabrielle Clark

Dear East New Orleans Neighborhood Advisory Commission (ENONAC),

Cosmetic Footcare & Medical Aesthetics Academy (CFMA) extends our sincere apologies for the earlier NPP Notice that was sent. There was a correction needed regarding the meeting schedule, and we want to ensure that all parties now have the accurate and updated information.

Please join Cosmetic Footcare & Medical Aesthetics Academy LLC for a Neighborhood Participation Program (NPP) meeting regarding the property at **10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127.**

Date: December 15, 2025 – Monday
Time: 5:00 PM – 6:30 PM
Location: Large Meeting Room, East New Orleans Regional Library

Cosmetic Footcare & Medical Aesthetics Academy LLC (CFMA) is requesting approval of a Conditional Use to permit a vocational educational facility within an existing **C-1 General Commercial District**, in accordance with **Article 15, Section 15.2.A (Table 15-1)** and **Article 20, Section 20.3.Z** of the Comprehensive Zoning Ordinance.

As part of the approval process, we are conducting a Neighborhood Participation Program (NPP) meeting before submitting our application to the City Planning Commission for review and recommendation. The City Council will make the final decision on the request.

The Academy offers professional training programs in medical aesthetics and cosmetic foot care for licensed practitioners and students in related fields. The facility is currently furnished for classroom use and will not involve new construction or renovation. Hours of operation will generally be **8:00 AM – 5:00 PM on weekdays** and **11:00 AM – 4:00 PM on Saturdays**, with small, scheduled class sessions. Parking is available on-site, and no variances or waivers are required.

If approval is granted, the academy will begin instructional operations soon after receiving the necessary City approvals and permits.

If you cannot attend but would like to receive information from the meeting or have questions or comments, please contact me directly.

If you require accessibility accommodations, please contact **info@cfma.academy** at least **72 hours before the meeting.**

Thank you for your time and consideration.

Sincerely,
Vielka Bowman-Thomas
Director of Educational & Business Affairs
Cosmetic Footcare & Medical Aesthetics Academy, LLC
info@cfma.academy | (877) 236-8575

Reply Reply all Forward

NPP Meeting Notice – 10555 Lake Forest Blvd (CFMA Conditional Use Request) Summarize

Cosmetic Footcare & Medical Aesthetics Academy

To: sncopelin@aol.com

Tue 11/25/2025 8:16 AM

Cc: Dr. Gabrielle Clark

Dear New Orleans East Business Association,

Cosmetic Footcare & Medical Aesthetics Academy (CFMA) extends our sincere apologies for the earlier NPP Notice that was sent. There was a correction needed regarding the meeting schedule, and we want to ensure that all parties now have the accurate and updated information.

Please join Cosmetic Footcare & Medical Aesthetics Academy LLC for a Neighborhood Participation Program (NPP) meeting regarding the property at **10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127.**

Date: December 15, 2025 – Monday
Time: 5:00 PM – 6:30 PM
Location: Large Meeting Room, East New Orleans Regional Library

Cosmetic Footcare & Medical Aesthetics Academy LLC (CFMA) is requesting approval of a Conditional Use to permit a vocational educational facility within an existing **C-1 General Commercial District**, in accordance with **Article 15, Section 15.2.A (Table 15-1)** and **Article 20, Section 20.3.Z** of the Comprehensive Zoning Ordinance.

As part of the approval process, we are conducting a Neighborhood Participation Program (NPP) meeting before submitting our application to the City Planning Commission for review and recommendation. The City Council will make the final decision on the request.

The Academy offers professional training programs in medical aesthetics and cosmetic foot care for licensed practitioners and students in related fields. The facility is currently furnished for classroom use and will not involve new construction or renovation. Hours of operation will generally be **8:00 AM – 5:00 PM on weekdays** and **11:00 AM – 4:00 PM on Saturdays**, with small, scheduled class sessions. Parking is available on-site, and no variances or waivers are required.

If approval is granted, the academy will begin instructional operations soon after receiving the necessary City approvals and permits.

If you cannot attend but would like to receive information from the meeting or have questions or comments, please contact me directly.

If you require accessibility accommodations, please contact **info@cfma.academy** at least **72 hours before the meeting.**

Thank you for your time and consideration.

Sincerely,
Vielka Bowman-Thomas
Director of Educational & Business Affairs
Cosmetic Footcare & Medical Aesthetics Academy, LLC
info@cfma.academy | (877) 236-8575

Reply Reply all Forward

NPP Meeting Notice – 10555 Lake Forest Blvd (CFMA Conditional Use Request) Summarize

Cosmetic Footcare & Medical Aesthetics Academy

To: veronicabro@msn.com

Tue 11/25/2025 8:16 AM

Cc: Dr. Gabrielle Clark

Dear Sherwood Forest,

Cosmetic Footcare & Medical Aesthetics Academy (CFMA) extends our sincere apologies for the earlier NPP Notice that was sent. There was a correction needed regarding the meeting schedule, and we want to ensure that all parties now have the accurate and updated information.

Please join Cosmetic Footcare & Medical Aesthetics Academy LLC for a Neighborhood Participation Program (NPP) meeting regarding the property at **10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127.**

Date: December 15, 2025 – Monday
Time: 5:00 PM – 6:30 PM
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As part of the approval process, we are conducting a Neighborhood Participation Program (NPP) meeting before submitting our application to the City Planning Commission for review and recommendation. The City Council will make the final decision on the request.

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If approval is granted, the academy will begin instructional operations soon after receiving the necessary City approvals and permits.

If you cannot attend but would like to receive information from the meeting or have questions or comments, please contact me directly.

If you require accessibility accommodations, please contact **info@cfma.academy** at least **72 hours before the meeting.**

Thank you for your time and consideration.

Sincerely,
Vielka Bowman-Thomas
Director of Educational & Business Affairs
Cosmetic Footcare & Medical Aesthetics Academy, LLC
info@cfma.academy | (877) 236-8575

Reply Reply all Forward

NPP Meeting Notice – 10555 Lake Forest Blvd (CFMAA Conditional Use Request) Summarize

Cosmetic Footcare & Medical Aesthetics Academy

To: andre@asanihf.org

Tue 11/25/2025 8:17 AM

Cc: Dr. Gabrielle Clark

Dear A'Sani Heartbeat Foundation,

Cosmetic Footcare & Medical Aesthetics Academy (CFMA) extends our sincere apologies for the earlier NPP Notice that was sent. There was a correction needed regarding the meeting schedule, and we want to ensure that all parties now have the accurate and updated information.

Please join Cosmetic Footcare & Medical Aesthetics Academy LLC for a Neighborhood Participation Program (NPP) meeting regarding the property at **10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127.**

Date: December 15, 2025 – Monday
Time: 5:00 PM – 6:30 PM
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If approval is granted, the academy will begin instructional operations soon after receiving the necessary City approvals and permits.

If you cannot attend but would like to receive information from the meeting or have questions or comments, please contact me directly.

If you require accessibility accommodations, please contact **info@cfma.academy** at least **72 hours before the meeting.**

Thank you for your time and consideration.

Sincerely,
Vielka Bowman-Thomas
Director of Educational & Business Affairs
Cosmetic Footcare & Medical Aesthetics Academy, LLC
info@cfma.academy | (877) 236-8575

Reply | Reply all | Forward

CPC STAFF — City Planning Commission

To: CPCinfo@nola.gov
Subject: Neighborhood Participation Program Meeting Notice – 10555 Lake Forest Blvd (Conditional Use Request)

Dear City Planning Commission,

Cosmetic Footcare & Medical Aesthetics Academy (CFMA) extends our sincere apologies for the earlier NPP Notice that was sent. There was a correction needed regarding the meeting schedule, and we want to ensure that all parties now have the accurate and updated information.

Please join Cosmetic Footcare & Medical Aesthetics Academy LLC for a Neighborhood Participation Program (NPP) meeting regarding the property at 10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127.

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Location: Large Meeting Room, East New Orleans Regional Library

Cosmetic Footcare & Medical Aesthetics Academy LLC (CFMA) is requesting approval of a Conditional Use to permit a vocational educational facility within an existing C-1 General Commercial District, in accordance with Article 15, Section 15.2.A (Table 15-1) and Article 20, Section 20.3.Z of the Comprehensive Zoning Ordinance.

As part of the approval process, we are conducting a Neighborhood Participation Program (NPP) meeting before submitting our application to the CPC for review and recommendation. The City Council will make the final decision on the request.

If you have questions or need additional information, please feel free to contact me directly.

If you require accessibility accommodations, please contact info@cfma.academy at least 72 hours before the meeting.

Sincerely,
Vielka Bowman-Thomas
Director of Educational & Business Affairs
Cosmetic Footcare & Medical Aesthetics Academy, LLC
info@cfma.academy | (877) 236-8575

DISTRICT CITY COUNCIL MEMBER — Oliver Thomas

To: Oliver.Thomas@nola.gov
Subject: Neighborhood Participation Program Meeting Notice – 10555 Lake Forest Blvd (Conditional Use Request)

Dear Councilmember Thomas,

Cosmetic Footcare & Medical Aesthetics Academy (CFMA) extends our sincere apologies for the earlier NPP Notice that was sent. There was a correction needed regarding the meeting schedule, and we want to ensure that all parties now have the accurate and updated information.

Please join Cosmetic Footcare & Medical Aesthetics Academy LLC for a Neighborhood Participation Program (NPP) meeting regarding the property at 10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127.

Date: December 15, 2025 – Monday
Time: 5:00 PM – 6:30 PM
Location: Large Meeting Room, East New Orleans Regional Library

Cosmetic Footcare & Medical Aesthetics Academy LLC (CFMA) is requesting approval of a Conditional Use to permit a vocational educational facility within an existing **C-1 General Commercial District**, in accordance with **Article 15, Section 15.2.A (Table 15-1)** and **Article 20, Section 20.3.Z** of the Comprehensive Zoning Ordinance.

This NPP meeting is being held prior to our submission to the City Planning Commission for review and recommendation. The City Council will make the final decision on the request.

We welcome your participation and feedback.

If you have questions or need additional information, please feel free to contact me directly.

If you require accessibility accommodations, please contact **info@cfma.academy** at least **72 hours before the meeting.**

Sincerely,
Vielka Bowman-Thomas
Director of Educational & Business Affairs
Cosmetic Footcare & Medical Aesthetics Academy, LLC
info@cfma.academy | (877) 236-8575

EASTERN NEW ORLEANS CIVIC ASSOCIATION — Calvin Lopes

To: EnolaCivic@gmail.com
Subject: NPP Meeting Notice – 10555 Lake Forest Blvd (CFMA Conditional Use Request)

Dear Eastern New Orleans Civic Association,

Cosmetic Footcare & Medical Aesthetics Academy (CFMA) extends our sincere apologies for the earlier NPP Notice that was sent. There was a correction needed regarding the meeting schedule, and we want to ensure that all parties now have the accurate and updated information.

Please join Cosmetic Footcare & Medical Aesthetics Academy LLC for a Neighborhood Participation Program (NPP) meeting regarding the property at **10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127.**

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As part of the approval process, we are conducting a Neighborhood Participation Program (NPP) meeting before submitting our application to the City Planning Commission for review and recommendation. The City Council will make the final decision on the request.

The Academy offers professional training programs in medical aesthetics and cosmetic foot care for licensed practitioners and students in related fields. The facility is currently furnished for classroom use and will not involve new construction or renovation. Hours of operation will generally be **8:00 AM – 5:00 PM on weekdays** and **11:00 AM – 4:00 PM on Saturdays**, with small, scheduled class sessions. Parking is available on-site, and no variances or waivers are required.

If approval is granted, the academy will begin instructional operations soon after receiving the necessary City approvals and permits.

If you cannot attend but would like to receive information from the meeting or have questions or comments, please contact me directly.

If you require accessibility accommodations, please contact **info@cfma.academy** at least **72 hours before the meeting.**

Thank you for your time and consideration.

Sincerely,
Vielka Bowman-Thomas
Director of Educational & Business Affairs
Cosmetic Footcare & Medical Aesthetics Academy, LLC
info@cfma.academy | (877) 236-8575

ENONAC — Dawn Herbert

To: enonac2009@gmail.com
Subject: NPP Meeting Notice – 10555 Lake Forest Blvd (CFMA Conditional Use Request)

Dear East New Orleans Neighborhood Advisory Commission (ENONAC),

Cosmetic Footcare & Medical Aesthetics Academy (CFMA) extends our sincere apologies for the earlier NPP Notice that was sent. There was a correction needed regarding the meeting schedule, and we want to ensure that all parties now have the accurate and updated information.

Please join Cosmetic Footcare & Medical Aesthetics Academy LLC for a Neighborhood Participation Program (NPP) meeting regarding the property at **10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127.**

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If approval is granted, the academy will begin instructional operations soon after receiving the necessary City approvals and permits.

If you cannot attend but would like to receive information from the meeting or have questions or comments, please contact me directly.

If you require accessibility accommodations, please contact **info@cfma.academy** at least **72 hours before the meeting.**

Thank you for your time and consideration.

Sincerely,
Vielka Bowman-Thomas
Director of Educational & Business Affairs
Cosmetic Footcare & Medical Aesthetics Academy, LLC
info@cfma.academy | (877) 236-8575

NEW ORLEANS EAST BUSINESS ASSOCIATION — Sherman Copelin

To: sncopelin@aol.com
Subject: NPP Meeting Notice – 10555 Lake Forest Blvd (CFMA Conditional Use Request)

Dear New Orleans East Business Association,

Cosmetic Footcare & Medical Aesthetics Academy (CFMA) extends our sincere apologies for the earlier NPP Notice that was sent. There was a correction needed regarding the meeting schedule, and we want to ensure that all parties now have the accurate and updated information.

Please join Cosmetic Footcare & Medical Aesthetics Academy LLC for a Neighborhood Participation Program (NPP) meeting regarding the property at **10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127.**

Date: December 15, 2025 – Monday
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As part of the approval process, we are conducting a Neighborhood Participation Program (NPP) meeting before submitting our application to the City Planning Commission for review and recommendation. The City Council will make the final decision on the request.

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If approval is granted, the academy will begin instructional operations soon after receiving the necessary City approvals and permits.

If you cannot attend but would like to receive information from the meeting or have questions or comments, please contact me directly.

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Thank you for your time and consideration.

Sincerely,
Vielka Bowman-Thomas
Director of Educational & Business Affairs
Cosmetic Footcare & Medical Aesthetics Academy, LLC
info@cfma.academy | (877) 236-8575

SHERWOOD FOREST

To: veronicabro@msn.com
Subject: NPP Meeting Notice – 10555 Lake Forest Blvd (CFMA Conditional Use Request)

Dear Sherwood Forest,

Cosmetic Footcare & Medical Aesthetics Academy (CFMA) extends our sincere apologies for the earlier NPP Notice that was sent. There was a correction needed regarding the meeting schedule, and we want to ensure that all parties now have the accurate and updated information.

Please join Cosmetic Footcare & Medical Aesthetics Academy LLC for a Neighborhood Participation Program (NPP) meeting regarding the property at **10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127.**

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If approval is granted, the academy will begin instructional operations soon after receiving the necessary City approvals and permits.

If you cannot attend but would like to receive information from the meeting or have questions or comments, please contact me directly.

If you require accessibility accommodations, please contact **info@cfma.academy** at least **72 hours before the meeting.**

Thank you for your time and consideration.

Sincerely,
Vielka Bowman-Thomas
Director of Educational & Business Affairs
Cosmetic Footcare & Medical Aesthetics Academy, LLC
info@cfma.academy | (877) 236-8575

A’Sani Heartbeat Foundation — Andre Apparicio

To: andre@asanihf.org
Subject: NPP Meeting Notice – 10555 Lake Forest Blvd (CFMA Conditional Use Request)

Dear A’Sani Heartbeat Foundation,

Cosmetic Footcare & Medical Aesthetics Academy (CFMA) extends our sincere apologies for the earlier NPP Notice that was sent. There was a correction needed regarding the meeting schedule, and we want to ensure that all parties now have the accurate and updated information.

Please join Cosmetic Footcare & Medical Aesthetics Academy LLC for a Neighborhood Participation Program (NPP) meeting regarding the property at **10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127.**

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As part of the approval process, we are conducting a Neighborhood Participation Program (NPP) meeting before submitting our application to the City Planning Commission for review and recommendation. The City Council will make the final decision on the request.

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If approval is granted, the academy will begin instructional operations soon after receiving the necessary City approvals and permits.

If you cannot attend but would like to receive information from the meeting or have questions or comments, please contact me directly.

If you require accessibility accommodations, please contact **info@cfma.academy** at least **72 hours before the meeting.**

Thank you for your time and consideration.

Sincerely,
Vielka Bowman-Thomas
Director of Educational & Business Affairs
Cosmetic Footcare & Medical Aesthetics Academy, LLC
info@cfma.academy | (877) 236-8575

Neighborhood Participation Program (NPP) Summary Report

Date of Report: January 23, 2025
Project Name: Cosmetic Footcare & Medical Aesthetics Academy, LLC (CFMA)
Property Address: 10555 Lake Forest Blvd, Suite 3-D, New Orleans, LA 70127

Applicant Contact:
Vielka Bowman
Email: info@cfma.academy
Phone: (877) 236-8575

Overview

This report documents the implementation of the **Neighborhood Participation Program (NPP)** for the proposed Conditional Use application submitted by **Cosmetic Footcare & Medical Aesthetics Academy, LLC (CFMA)**. CFMA intends to request **Conditional Use** approval to operate a **Vocational Educational Facility within a C-1 General Commercial District**, pursuant to **Article 15, Section 15.2.A (Table 15-1)** and **Article 20, Section 20.3.Z of the Comprehensive Zoning Ordinance.**

This summary outlines the outreach conducted, public meeting held, correspondence received, concerns expressed, and the manner in which those concerns have been addressed and will continue to be addressed. Supporting documentation—including meeting notices, sign-in sheets, comment cards, correspondence, and meeting materials—is attached.

Neighborhood Meetings

The following Neighborhood Participation Program meeting was held:

- **Date:** December 15, 2025
- **Time:** 5:00 PM – 6:30 PM
- **Location:** East New Orleans Regional Library, Large Meeting Room 5641 Read Blvd, New Orleans, LA 70127
- **Attendance: [Insert final number]** attendees (per sign-in sheet)

Correspondence and Outreach

- NPP meeting notices were mailed via USPS to all property owners and residents within a 300-foot radius of the site using a CPC-provided contact list.
- Meeting notices were emailed to neighborhood associations, the City Planning Commission, and the District City Council member.
- Direct email correspondence occurred with nearby business owners regarding parking and operational considerations.

- Follow-up communications were conducted as inquiries were received.

Participation Summary

- **Total individuals invited:** 146 recipients (per CPC-provided contact list).
- **Total individuals who participated:**
  - **6 individuals** attended the NPP meeting.
  - **2 individuals** provided feedback via email or written comment card correspondence.

Concerns, Issues, and Questions Raised

The following concerns and inquiries were expressed during the meeting and through written correspondence:

- Parking availability and potential impact on neighboring businesses (raised during the meeting and via follow-up email correspondence). .
- Daily number of students attending the facility.
- Compatibility of the proposed use with surrounding properties.
- Safety, building occupancy, and regulatory compliance.
- Timeline for approvals and commencement of operations.

How Concerns Have Been and Will Be Addressed

- **Parking:** CFMA confirmed that student parking will be directed away from spaces directly in front of neighboring medical offices, with overflow parking utilized as needed. Parking expectations will be clearly communicated during student orientation and institutional policies.
- **Student Volume:** CFMA clarified that only a limited number of students will be onsite daily, attending scheduled, structured class sessions.
- **Use Compatibility:** CFMA confirmed that the facility is strictly educational and classroom-based, with no retail services, no clinical procedures, and no public walk-in traffic.
- **Safety & Compliance:** CFMA will comply with all applicable zoning, building, fire safety, and occupancy regulations and will obtain all required approvals prior to operation.
- **Timeline:** CFMA provided an overview of the City Planning Commission review process, including staff review, public hearing, and City Council consideration.

CFMA remains committed to ongoing communication with neighbors and stakeholders throughout the review process.

How Parties Will Be Informed of Project Changes

All parties on the CPC contact list will be informed of any project changes through:

- Email notifications
- USPS mail notifications, if required
- Public notices issued through the CPC NoticeMe system
- Updates during CPC public hearings or City Council meetings

Opportunities for Continued Engagement

Meeting attendees and other interested parties may continue engagement by:

- Contacting CFMA directly via phone or email
- Attending City Planning Commission public hearings
- Attending City Council meetings related to the application
- Submitting written comments to CPC
- Registering for updates through the CPC NoticeMe system

Attachments

- Completed sign-in sheet
- Comment cards
- NPP meeting notices (mail and email versions)
- Correspondence records
- Meeting agenda and presentation materials
- CPC Neighborhood Participation Program guidelines

CITY OF NEW ORLEANS
ONE STOP
PERMITS & LICENSES

Building/Construction
Related Permit

Received by	
Sign Provided	**Date**
Tracking Number	

LAND-USE REQUEST APPLICATION

LAND-USE PROCESS

APPLICANT RESPONSIBILITIES	CITY ACTIONS	NOTES
Schedule a pre-application conference with the CPC staff.		The applicant or agent must meet with CPC staff to review the application.
Perform NPP Outreach		Staff will explain requirements including Neighborhood Participation Program outreach in pre-app meeting: https://www.nola.gov/city-planning/neighborhood-participation-program/
Submit Application to CPC Staff.	Review application/Return if incomplete and provide applicant with sign	All applications must be completed before being assigned a zoning docket number.
	Initiate legally required advertising of request.	Request is advertised 3 times in the newspaper and signs are posted in the vicinity of the request site.
Review staff's report prior to the public hearing.	CPC staff prepares a report of your request and forwards it to the Commission and petitioner.	Staff report on your request is forwarded to the Commission and to you prior to the Public Hearing.
Attend CPC Public Hearing.	Public Hearing is held approximately 6 weeks after a complete, correct application is received.	Proponents and opponents are allowed to address concerns and issues at the public hearing.
	CPC recommendation is forwarded to the City Council with a suggested hearing date.	The staff report (inc. CPC recommendation) is sent to the City Council. The Council schedules a hearing date.
	Petitioner and those who spoke at the CPC Hearing are notified by the Clerk of Council of hearing	Clerk of Council notifies proponents and opponents of the scheduled hearing date, ~ 10 days prior to hearing.
Attend City Council Public Hearing (City Hall-City Council Chambers).	City Council takes action	If Council votes for denial, the process ends here. If Council votes for approval, the Council will instruct the City Attorney's Office to prepare an ordinance. Once introduced, the ordinance must lay over for 21 days before it can be adopted. After adoption, the Mayor signs the ordinance.
If no site plan or title restriction is required, submit your application for permitting. *If title restrictions are required, submit recorded title restrictions per ordinance to the CPC (and Safety & Permits when applying for permits.)*		
If site plans are required, revised final plans must be submitted to CPC staff within 1 year final ordinance date.	CPC staff verifies compliance, and will approve the drawings.	The final site plans must contain all required information, including all Waivers & Provisos from the Final Ordinance must be listed on the title page.
Take 5 copies of the Final CPC Staff-approved plans for recordation Office of Conveyances.	CPC staff will give the applicant one copy of the approved drawings and the transmittal letter authorizing the recordation to the applicant.	CPC staff will notify the applicant when the final plans have been signed.
After recordation, the applicant must resubmit 1 recorded copy to CPC & Safety & Permits.	CPC staff will collect one (1) copy of the recorded plans.	Once plans have been recorded, the CPC staff is legally authorized to change the Zoning Map.

LAND-USE FEE SCHEDULE

O Zoning Change:
- Lots 0-4,999 sq ft $1,000
- Lots 5,000-24,999 sq ft $2,000
- Lots 25,000-74,999 sq ft $3,000
- Lots 75,000 sq ft or more $4,000

O Conditional Use/Planned Development:
- Structures between 0-4,999 sq ft $1,160
- Structures between 5,000-24,999 sq ft $2,320
- Structures between 25,000-74,999 sq ft $3,480
- Structures of 75,000 sq ft or more $4,640

O Conditional Use Established Two-Family, Multi-Family, and Townhouse Dwellings:
- No increase in floor area $500
- Increase in floor area $700

O Text Amendment: $1,500

CITY OF NEW ORLEANS
ONE STOP
PERMITS & LICENSES

Building/Construction
Related Permit

Received by _____
Sign Provided Date _____
Tracking Number _____

LAND-USE REQUEST APPLICATION

Please submit complete applications via email to CPCinfo@nola.gov or in person at 1300 Perdido St., 7th Floor, New Orleans, LA 70112. Incomplete applications will not be accepted and will be returned to the applicant.

ATTACHMENTS		TEXT AMENDMENT	ZONING CHANGE	CONDITIONAL USE/PLANNED DEVELOPMENT
	Completed application with all required information & signed by owner or authorized agent.	Required	Required	Required
	Authorization from Property Owner. If ownership is joint, each owner must be listed. If ownership is a partnership, the Partnership Agreement must be included. If ownership is a corporation, Articles of Incorporation (full document filed with the Secretary of State) and a Board Resolution authorizing an individual or agent to sign on its behalf must be included. If ownership is a LLC, Articles of Organization (full document filed with the Secretary of State) and legal documentation authorizing an individual or agent to sign on its behalf must be included. If necessary, submit proof of ownership documents, such as copies of the recorded act of sale, act of exchange, act of donation, cash sale or deed.		Required	Required
	Accurate survey or legal description showing or describing the legal boundaries of the site.		Required	Required
	Photographs of the subject site(s) and building(s).		Required	Required
	Neighborhood Participation Program Documents including NPP summary report, contact list, NPP meeting invitation, NPP comment cards, neighborhood email notices, and meeting sign-in sheet. Refer to the Neighborhood Participation Guide for more information.	Required	Required	Required
	Site Plan of the entire lot(s) showing property lines and all buildings or structures, with distance from property line indicated. All off-street parking areas, driveways, interior streets, paving, mechanical equipment, or other surfaces should be shown and dimensioned on the plans.			Required
	Landscape Plans including the location, quantity, size, name, and condition of all existing and proposed plant materials and trees. All landscaped areas should be shown and dimensioned on the plans. A description of all tree preservation measures on-site and in the public right-of-way should be included.			Required
	Architectural Elevations of each side of the proposed structure(s) indicating height, architectural elements such as windows, doors, materials, textures, and other information.			Required
	Floor Plan(s) of the entire structure(s) showing room use, dimensions, walls, doors, windows, major applicances, plumbing fixtures, stairs, or other egress.			Required
	Recommendations or approvals from HDLC, or VCC, or City Council (regarding demolition), where applicable.			May Be Required
	Design Advisory Committee (DAC) Recommendation, when required by Article 4, Section 4.5.B of the Comprehensive Zoning Ordinance.			May Be Required

CITY OF NEW ORLEANS
ONE STOP
PERMITS & LICENSES

Building/Construction
Related Permit

Received by _____
Sign Provided Date _____
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LAND-USE REQUEST APPLICATION

Please submit complete applications via email to CPCinfo@nola.gov or in person at 1300 Perdido St., 7th Floor, New Orleans, LA 70112. Incomplete applications will not be accepted and will be returned to the applicant.

Type of application: ○ Text Amendment ○ Zoning Change ◉ Conditional Use/Planned Development

Address of Property for which this application is being filed. 10555 Lake Forest Blvd, Suite 3-D, New Orleans, Louisiana

APPLICANT INFORMATION

Applicant Identity: ○ Property Owner ◉ Agent

Applicant Name Cosmetic Foot Care & Medical Aesthetics Academy LLC

Applicant Address 10555 Lake Forest Blvd, Suite 3-D

City New Orleans State Louisiana Zip 70127

Applicant Contact Number +1 877 236 8575 Email info@cfma.academy

PROPERTY OWNER INFORMATION

SAME AS ABOVE ☐

Property Owner Name PROPERTYDOC LLC

Property Owner Address 10555 Lake Forest Blvd, Suite 3A

City New Orleans State Louisiana Zip 70127

Property Owner Contact Number (504) 231-7147 Email drclark2014@gmail.com

SPECIFIC ZONING REQUEST

Request for Conditional Use approval to operate a vocational and educational training facility within a C-1 General Commercial District, pursuant to Article 15, Section 15.2.A (Table 15-1) and Article 20, Section 20.3.Z of the Comprehensive Zoning Ordinance.

PROPERTY LOCATION

Square Number(s) 600 Lot Number(s) 0.05 acres

Bounding Streets ~~Lake Forest Blvd~~

Zoning C-1 General Commercial District Municipal District District E

Tax Bill Number 39W083521 Planning District 9

DESCRIPTION OF PROJECT (Attachments are acceptable)

Cosmetic Foot Care & Medical Aesthetics Academy LLC proposes to operate a vocational and educational training facility at 10555 Lake Forest Blvd, Suite 3-D, New Orleans, Louisiana. The facility will be used for instructional and hands-on training related to cosmetic foot care and medical aesthetics education. No exterior alterations to the building are proposed. Operations will be conducted entirely within the existing commercial suite. The proposed use requires Conditional Use approval within the C-1 General Commercial District.

CITY OF NEW ORLEANS
ONE STOP
PERMITS & LICENSES

Building/Construction
Related Permit

Received by _____
Sign Provided Date _____
Tracking Number _____

LAND-USE REQUEST APPLICATION

ACKNOWLEDGMENTS

I (we) hereby affirm that ownership and property information presented on this application is current and accurate and, further, that the undersigned meet the requirements of Article 16 of the Comprehensive Zoning Ordinance to submit this application. I (we) acknowledge that inaccurate or incomplete ownership, improper authorization, or property identification will make this application and resulting actions null and void. I (we) the undersigned owner and authorized agent of the area of land described above, hereby submit for your approval the above stated request.

Owner Signature _____ Date 3/12/26

Agent Signature _____ Date 3/12/26

If ownership is joint, each owner must be listed. If ownership is a partnership, the Partnership Agreement must be included. If ownership is a corporation, Articles of Incorporation (full document filed with the Secretary of State) and a Board Resultion authorizing an individual or agent to sign on its behalf must be included. If ownership is a LLC, Articles of Organization (full document filed with the Secretary of State) and legal documentation authorizing an individual or agent to sign on its behalf must be included. If necessary, submit proof of ownership documents, such as copies of the recorded act of sale, act of exchange, act of donation, cash sale or deed.

STATE OF LOUISIANA, PARISH OF ORLEANS

Before me, the undersigned authority, personally appeared the person(s) whose signature are affixed above, all of the full age of the majority, who declared under oath to me, Notary, that they are the owners or authorized agents of the property described above, and that their signatures were executed freely and voluntarily and that they are duly qualified to sign.

Sworn to and subscribed before me this 12 day of March, 2026

My Commission expires Lifetime

STATE OF LOUISIANA NOTARY PUBLIC

AMBER HAYDEL
NOTARY PUBLIC
State of Louisiana
Notary ID No. 167623
My Commission is for Life

UNITED STATES OF AMERICA

State of Louisiana

Nancy Landry

SECRETARY OF STATE

As Secretary of State of the State of Louisiana, I do hereby Certify that

a copy of the Articles of Organization and Initial Report of

COSMETIC FOOTCARE & MEDICAL AESTHETICS ACADEMY LLC

Domiciled at NEW ORLEANS, LOUISIANA,

Was filed and recorded in this Office on September 10, 2024,

And all fees having been paid as required by law, the limited liability company is authorized to transact business in this State, subject to the restrictions imposed by law, including the provisions of R.S. Title 12, Chapter 22.

In testimony whereof, I have hereunto set my hand and caused the Seal of my Office to be affixed at the City of Baton Rouge on,

September 10, 2024

Nancy Landry

Secretary of State

WEB 46111637K

STATE OF LOUISIANA · UNION · JUSTICE · CONFIDENCE · SECRETARY OF STATE

Certificate ID: 11931684#CSL73

To validate this certificate, visit the following web site, go to **Business Services**, **Search for Louisiana Business Filings**, **Validate a Certificate**, then follow the instructions displayed.
www.sos.la.gov

OWNER AUTHORIZATION LETTER
(For City Planning Commission – Land Use / Conditional Use Application)

Date: 03/11/2026

City Planning Commission
City of New Orleans
1300 Perdido Street, 7th Floor
New Orleans, LA 70112

Re: Owner Authorization for Land-Use / Conditional Use Application
Property Address: 10555 Lake Forest Blvd, Suite 3-D
New Orleans, LA 70127

To Whom It May Concern,

I, **Gabrielle Clark** , am the lawful owner (or duly authorized representative of the owner) of the property located at **10555 Lake Forest Blvd, Suite 3-D, New Orleans, Louisiana**, owned by **Property Doc**.

This letter serves as formal authorization for **Cosmetic Foot Care & Medical Aesthetics Academy LLC** to act as the applicant and/or authorized agent for the purpose of submitting and pursuing all necessary **Land-Use and Conditional Use approvals** with the City Planning Commission and any related City of New Orleans departments for the above-referenced property.

Property Doc hereby acknowledges and consents to the proposed use of the property as a **vocational and educational training facility**, requiring **Conditional Use approval within a C-1 General Commercial District**, in accordance with **Article 15, Section 15.2.A (Table 15-1)** and **Article 20, Section 20.3.Z** of the Comprehensive Zoning Ordinance.

This authorization includes consent for Cosmetic Foot Care & Medical Aesthetics Academy LLC to:

- Submit a Land-Use / Conditional Use application;
- Participate in the Neighborhood Participation Program (NPP);
- Attend and be represented at City Planning Commission and City Council hearings, if required;
- Submit all required plans, documents, and supporting materials;
- Communicate with City agencies on behalf of the property owner in connection with this request.

This authorization is granted voluntarily and shall remain valid for the duration of the land-use approval process unless revoked in writing.

Should you require any additional information, please contact me directly.

Sincerely,

Signature of Property Owner / Authorized Representative

Printed Name: Gabrielle Clark
Title (if applicable): _____
Entity: Property Doc
Phone: 504-231-7147
Email: drclark2014@gmail.com

NOTARY ACKNOWLEDGMENT

State of Louisiana
Parish of Jefferson

Sworn to and subscribed before me on this 11th day of March, 2026 by Gabrielle Clark, who is personally known to me or has produced satisfactory identification.

Kim Allemond Cosentino Kim Allemond Cosentino #130559

Notary Public

KIM ALLEMOND COSENTINO NOTARY PUBLIC #130559 STATE OF LOUISIANA

My Commission Expires: with life

5

City Planning Commission Speaker Card

Date : 05/12/26

I would like to speak regarding CPC Docket : 049/26

INFORMATION ONLY

Name: Property Doc / CFMA Academy

Address: 10555 Lake Forest Blvd 70127

☑ I am the applicant for this docket

○ I'd like to cede my time to: _____

I hereby affirm that the written or oral statements I give before the City Planning Commission will be true and correct. By ascribing my signature below, I acknowledge all information presented is of my own volition and true and correct to the best of my knowledge.

☐ Please check if you are a paid representative or receiving any type of compensation or thing of value in exchange for speaking or attending today.

Signature of Speaker: [signature]

City Planning Commission Speaker Card

5

Date : 5/12/26

I would like to speak regarding CPC Docket : 049/26

IN SUPPORT

Name: Dr. Gabrielle Clark

Address: 10555 lake forest Blvd. ste 3D

☑ I am the applicant for this docket

○ I'd like to cede my time to: _____

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☐ Please check if you are a paid representative or receiving any type of compensation or thing of value in exchange for speaking or attending today.

Signature of Speaker: [signature]

City Planning Commission Speaker Card

#5

Date : 5/12/26

I would like to speak regarding CPC Docket : # ZD49/26

IN OPPOSITION

Name: Yolanda White

Address: 5820 Wright Rd

○ I am the applicant for this docket

○ I'd like to cede my time to: _____

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☐ Please check if you are a paid representative or receiving any type of compensation or thing of value in exchange for speaking or attending today.

Signature of Speaker: Yolanda White

City Planning Commission Speaker Card

5

Date : 5/12/26

I would like to speak regarding CPC Docket : 049/26

IN OPPOSITION

Name: Henry King

Address: 5830 Kensington Blvd

☑ I am the applicant for this docket

○ I'd like to cede my time to: _____

I hereby affirm that the written or oral statements I give before the City Planning Commission will be true and correct. By ascribing my signature below, I acknowledge all information presented is of my own volition and true and correct to the best of my knowledge.

☐ Please check if you are a paid representative or receiving any type of compensation or thing of value in exchange for speaking or attending today.

Signature of Speaker: Henry J King