

City Planning Commission Meeting
Tuesday, August 12, 2025

CPC Deadline: 10/11/2025
CC Deadline: 60 days from receipt
City Council District: B – Harris

STAFF REPORT

Zoning Docket 041/25

To: City Planning Commission

From: Robert Rivers, Executive Director
Stephen Kroll, Planning Administrator

Prepared by: Ava Monnet

Date: August 15, 2025

GENERAL INFORMATION

Applicant: Ascension Depaul Services

Request: Conditional use to permit a parking lot (principal use) in an HU-MU Historic Urban Neighborhood Mixed-Use District and the rescission of Ordinance No. 17,870 MCS (Zoning Docket 090/96)

Property description: Square 504, Lot 25 and 6 or Lots 11, A, the rear portion of original Lot 12, and 6, in the Seventh Municipal District, bounded by Olive Street, Short Street, Forshey Street, and South Carrollton Avenue

Addresses: 8020 Olive Street and 3322 Short Street

Description:

The subject property is in an HU-MU Historic Urban Neighborhood Mixed-Use District on two lots of record (Lot 25 or Lot 11, and Lot 6) that form a 12,210 square feet L-shaped site with two frontages. Lot 25 fronting Olive Street measures 60 feet in width, 105 feet in depth and 9000 sf in area, and Lot 6 fronting Short Street measures 30 feet in width, 107 feet in depth and 3,210 square feet in area. The site is developed with an abandoned car wash that the applicant intends to demolish. This application is for a principal parking lot, which would include 21 parking spaces, including one that is handicap accessible. The parking lot will serve the nearby Daughters of Charity medical clinic at the corner of S. Carrollton Ave and Oleander St with off-street parking spaces that are above the minimum number required for that use. The lot will tie into an existing parking lot on the corner of Short St. and Forshey St.

A principal use, by definition, is when a parking lot is the main or primary purpose for which a structure or lot is designed, arranged, or intended. The definition would qualify this application as one for a principal parking lot, given that the parking requirement for the medical clinic is already met, the proposed lot is across the street from the clinic and there are no structures proposed. In HU-MU districts, principal parking lots are conditional uses.

Figure 1: Current Condition



Why is City Planning Commission action required?

Per **Article 12, Section 12.2.A (Table 12-1: Permitted and Conditional Uses)**, a “Parking Lot (Principal Use)” is deemed a conditional use in the HU-MU Historic Urban Neighborhood Mixed-Use 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

Comments related to design

Existing conditions

The subject property is located on a site consisting of two lots of record, Lot 25 (or 11), and Lot 6 which operate as a single parcel with a non-operating car wash present. The applicant is proposing to demolish the car wash to facilitate the parking lot.

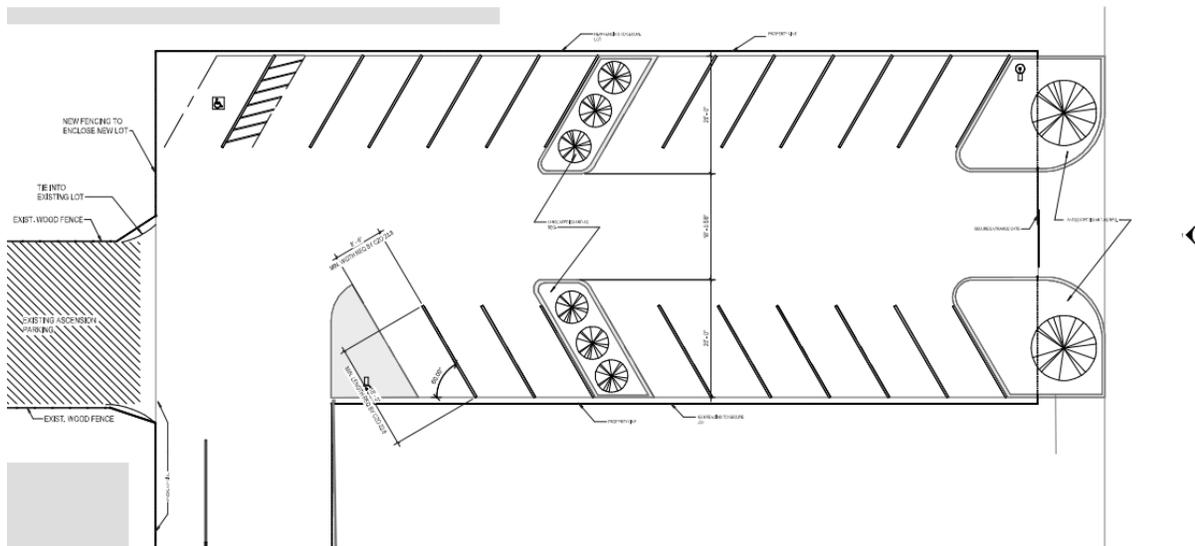
- The applicant shall consolidate the lots associated with the site into a single lot of record through the City Planning Commission. The applicant shall submit a complete application for the resubdivision prior to City Planning Commission sign-off on final plans. The

approved subdivision shall be recorded with the Clerk of Civil District Court's Land Records Division prior to the issuance of a Certificate of Occupancy by the Department of Safety and Permits.

Proposed conditions

The subject of this request is the development of a soon-to-be-vacant lot for use as a principal parking lot for the nearby Daughters of Charity Clinic. The application proposes 21 parking spaces, including one handicapped accessible space. The applicant plans to create a drive aisle with ingress along Short St. and use the existing infrastructure as a driveway to exit on Olive St.

Figure 2: Site Plan



Base zoning district standards

The petitioned site is located within the HU-MU Historic Urban Neighborhood Mixed-Use District and is subject to the requirements of **Article 12, Section 12.3 - Site Design Standards** of the Comprehensive Zoning Ordinance.

Bulk Regulations

Non-residential uses are exempt from minimum lot area and minimum lot width. Maximum building height and ground floor commercial regulations do not apply. There is a minimum requirement of 10% permeable open space and the stipulations set forth in the proviso below, listed under *landscaping*, will ensure this requirement is met.

Minimum Yard Requirements

No structures are proposed that would necessitate compliance with yard distances.

Building Design Standards

No buildings are proposed for the subject lot.

Parking and vehicular use areas

The entire lot will be reconstructed into a parking lot providing a total of 21 parking spaces, one of which is handicapped accessible. The parking lot is designed so vehicles will enter on Short St., turn into the parking spaces on the left and right sides of the lot, and exit on Olive St. **Article 22, Section 22.8** establishes guidelines for the design of parking spaces. The site plan provided by the applicant shows parking stalls and driving aisles that appear compliant with the applicable dimensions requirements. If the application is recommended for approval, it should be subject to the following proviso:

- The plans submitted to the City Planning Commission for final approval shall shall show adherence to applicable vehicle parking design regulations of **Article 22, Section 22.8** of the Comprehensive Zoning Ordinance

Landscaping

The proposal includes landscaping which appears in compliance with **Article 23, Section 23.7**. If the application is recommended for approval, it should be subject to the following proviso:

- The plans submitted to the City Planning Commission for final approval shall include a landscaping plan that complies with **Article 23, Section 23.3.B** of the Comprehensive Zoning Ordinance. The landscape plan shall be prepared by a licensed Louisiana landscape architect. This landscape plan shall indicate the following:
 - the genus, species, size, location, quantity, and irrigation of all existing and proposed plant materials within both the common areas and the street rights of-way within the site, with applicable remarks and details;
 - compliance with all applicable landscape regulations in Article 23 and elsewhere in the Comprehensive Zoning Ordinance including parking lot landscaping in Article 23, Section 23.7 and Article 23, Section 23.9.

Use standards

Article 20, Section 20.3.OO of the Comprehensive Zoning Ordinance describes the use standards for principal parking lots, which are listed below in italics:

All parking structures and parking lots are subject to the parking design standards of Article 22. In addition, parking structures and parking lots are subject to the following standards. All parking lots and parking structures with greater than 10 spaces are required to construct 1 space or 5% of all spaces, whichever is greater, with installed electric vehicle charging stations.

All parking lots shall meet the following requirements:

- a. The parking lot shall be used solely for the parking of passenger vehicles for periods of less than one (1) day and cannot be used as an off-street loading area.*
- b. No sale, display, repair, or service of any kind is permitted in any parking lot.*
- c. Signs shall comply with the regulations of Section 24.12, or for Historic Core Districts, Section 24.13.*

- d. No buildings other than those for shelter of attendants or payment kiosks are permitted in a parking lot. The allowable shelters shall not exceed ten (10) feet in height and fifty (50) square feet in area.*
- e. The parking lots shall be screened and landscaped in accordance with the requirements of Article 23.*
- f. The parking lot shall be kept free from refuse and debris. All landscape shall be maintained in a healthy growing condition.*
- g. Parking lots in the VCS or VCS-1 Districts are conditional uses on existing vacant lots only.*
- h. A parking lot shall submit a security and operation plan, to be reviewed by the Director of Safety and Permits, and all other relevant City agencies, with the following:*
 - i. The parking lot shall provide exterior security cameras, the location of which shall be indicated in the plan.*
 - ii. Security and operation plans may be revised by the property owner or licensed operator. New plans shall be resubmitted for approval.*

Staff has already recommended a proviso regarding the required adherence to Article 22. Additionally, based on the total number of parking spaces proposed, the applicant is required to provide one electric vehicle charging station. Consequently, if the application is recommended for approval, it should be subject to the following proviso:

The plans submitted to the City Planning Commission for final approval shall show the installation of one electrical vehicle charging station, in accordance with **Article 20, Section 20.3.00** of the Comprehensive Zoning Ordinance.

Anticipated impact on surrounding land uses

The proposed use would increase activity, noise and traffic at the specific site, but it would reduce parking pressure on the overall neighborhood generated by the clinic. The site would service clinic patrons and so any increase in foot traffic will be contained between the parking lot and the medical offices and will not infringe on surrounding residential properties. To prevent unsightliness and reduce the noise from the parking lot on the surrounding residential uses, the applicants must comply with landscape requirements which will reduce negative impacts. The proposed use as a parking lot is generally compatible with the surrounding properties and the mixed-use character of the area.

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 “MUM Mixed Use Medium Density.” The goal, range of uses, and development character for that designation are copied below.

MIXED USE MEDIUM DENSITY

Goal: Create medium-density neighborhood centers to enhance walkability and serve as focal points within neighborhoods. Proximity to transit encouraged.

Range of Uses: Medium-density single-family, two-family and multifamily residential and commercial uses. Limited light industrial uses (small food manufacturers, craft and value added industry and passive warehousing and storage) may be allowed in some areas. Agricultural, stormwater management, and supporting public recreational and community facilities are allowed. Transit and transportation facilities are allowed.

Development Character: Height, mass and density of new development varied to ensure proper transitions to surrounding lower density residential neighborhoods. Many structures will feature ground floor retail with residences on upper floors. Allow the adaptive reuse of historic non-residential structures with densities higher than the surrounding neighborhood through the planned development process. Allow higher residential densities when a project is providing significant public benefits such as long-term affordable housing. Incorporate risk reduction and adaptation strategies in the built environment.

As described above, the MUM designation is intended for medium-density single-family, two-family and multifamily residential and commercial uses. A principal parking lot is a commercial use that is not disallowable under the Master Plan and therefore not inconsistent.

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 HU-MU Historic Urban Neighborhood Mixed-Use which is described below:

The HU-MU Neighborhood Mixed-Use District is intended for areas of mixed-use development that are close to residential neighborhoods. The district regulations are designed to encourage mixed-use areas that are compatible with adjacent or nearby land uses and pedestrian-oriented in character.

The HU-MU district allows for development that is compatible with adjacent land uses. The proposed parking lot is an extension of the parking lot that already exists. Additionally, the intent is for people to walk from the parking lot to the facility, necessitating a design that is pedestrian oriented.

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.

This standard is met. Staff has proposed provisos that ensure adherence to the use standards stipulated in **Article 20** for principal parking lots, and the developer will comply with the environmental performance standards of **Article 21, Section 21.3** of the Comprehensive Zoning Ordinance.

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 abandoned site borders both residential and commercial uses and the applicant is complying or will comply with the standards for parking lot design to ensure proper buffering for the adjacent residential properties. The project will put an abandoned lot into commerce to support the clinic which would have a positive impact for the community in regard to street parking.

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

This standard is not applicable; no variances are required for this accessory use.

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 would return an abandoned site to use and the operations as a parking lot would complement the existing clinic on South Carrollton Ave. This would have a positive impact to the neighbors and the broader community.

STAFF RECOMMENDATION

The staff recommends **APPROVAL** of Zoning Docket 041/25 subject to six (6) provisos:

Provisos

1. 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 a one year time period or failure to request an administrative extension as provided for in **Article 4, Section 4.3H** of the Comprehensive Zoning Ordinance will void the conditional use approval.
2. The applicant shall consolidate the lots associated with the site into a single lot of record through the City Planning Commission. The applicant shall submit a complete application for the resubdivision prior to City Planning Commission sign-off on final plans. The approved subdivision shall be recorded with the Clerk of Civil District Court's Land

Records Division prior to the issuance of a Certificate of Occupancy by the Department of Safety and Permits.

3. The plans submitted to the City Planning Commission for final approval shall show adherence to applicable vehicle parking design regulations of **Article 22, Section 22.8** of the Comprehensive Zoning Ordinance
4. The plans submitted to the City Planning Commission for final approval shall include a landscaping plan that complies with **Article 23, Section 23.3.B** of the Comprehensive Zoning Ordinance. The landscape plan shall be prepared by a licensed Louisiana landscape architect. This landscape plan shall indicate the following:
 - a. the genus, species, size, location, quantity, and irrigation of all existing and proposed plant materials within both the common areas and the street rights of-way within the site, with applicable remarks and details;
 - b. compliance with all applicable landscape regulations in Article 23 and elsewhere in the Comprehensive Zoning Ordinance including parking lot landscaping in Article 23, Section 23.7 and Article 23, Section 23.9.
5. All parking lots shall meet the following requirements:
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 - b. No sale, display, repair, or service of any kind is permitted in any parking lot.
 - c. Signs shall comply with the regulations of Section 24.12, or for Historic Core Districts, Section 24.13.
 - d. No buildings other than those for shelter of attendants or payment kiosks are permitted in a parking lot. The allowable shelters shall not exceed ten (10) feet in height and fifty (50) square feet in area.
 - e. The parking lots shall be screened and landscaped in accordance with the requirements of Article 23.
 - f. The parking lot shall be kept free from refuse and debris. All landscape shall be maintained in a healthy growing condition.
 - g. Parking lots in the VCS or VCS-1 Districts are conditional uses on existing vacant lots only.
 - h. A parking lot shall submit a security and operation plan, to be reviewed by the Director of Safety and Permits, and all other relevant City agencies, with the following:
 - i. The parking lot shall provide exterior security cameras, the location of which shall be indicated in the plan.
 - ii. Security and operation plans may be revised by the property owner or licensed operator. New plans shall be resubmitted for approval.
6. The plans submitted to the City Planning Commission for final approval shall show the installation of one electrical vehicle charging station, in accordance with **Article 20, Section 20.3.00** of the Comprehensive Zoning Ordinance.

CITY PLANNING COMMISSION MEETING (August 12, 2025)

The staff summarized the application and presented its recommendation for approval. The applicant spoke in support of the application as well. There was a speaker in support that offered suggestions regarding safety. Commissioner Lunn made a motion for approval and Commissioner Brown seconded. The motion approved unanimously.

Motion:

BE IT MOVED BY THE CITY PLANNING COMMISSION THAT ZONING DOCKET 041/25 IS HEREBY RECOMMENDED FOR APPROVAL SUBJECT TO SIX (6) PROVISOS. BE IT FURTHER MOVED THAT THE EXECUTIVE DIRECTOR IS HEREBY AUTHORIZED TO NOTIFY THE CITY COUNCIL OF SAID ACTION.

Provisos

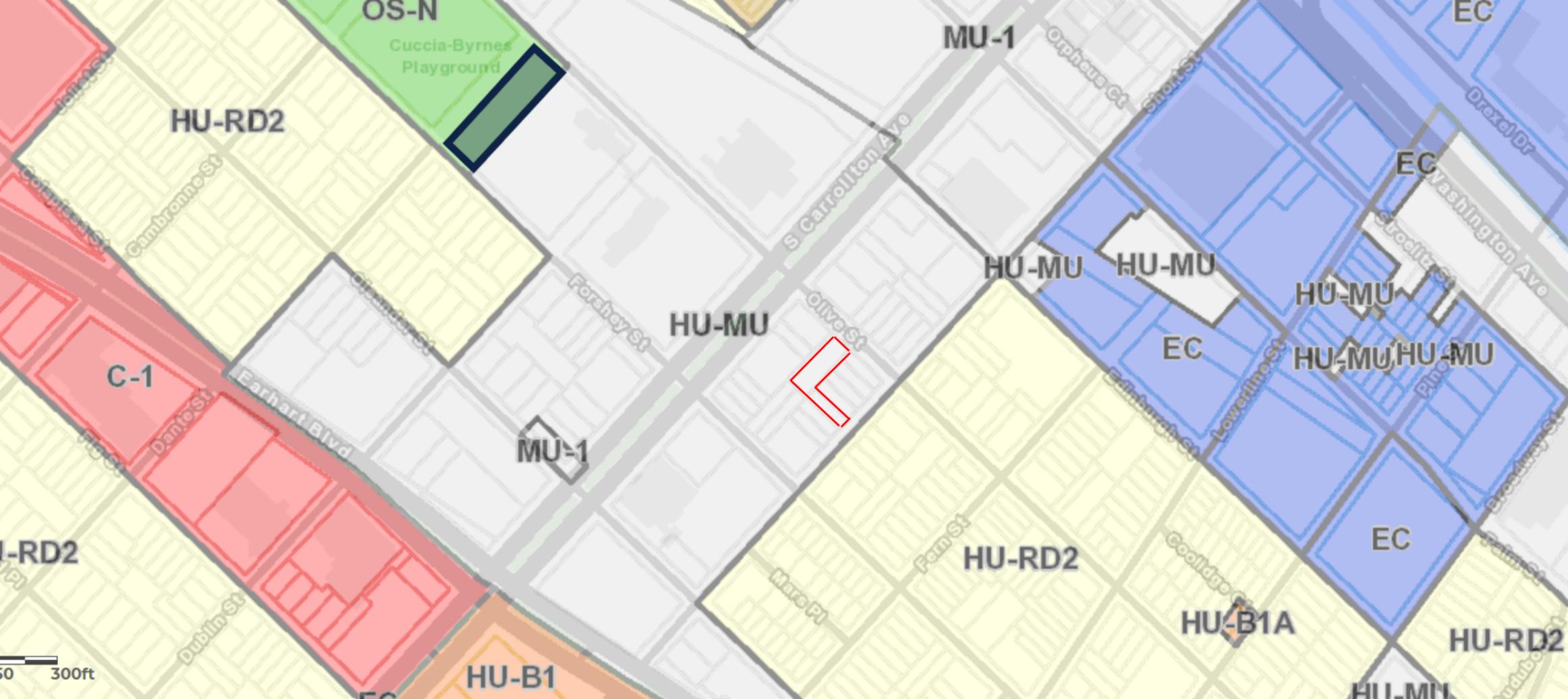
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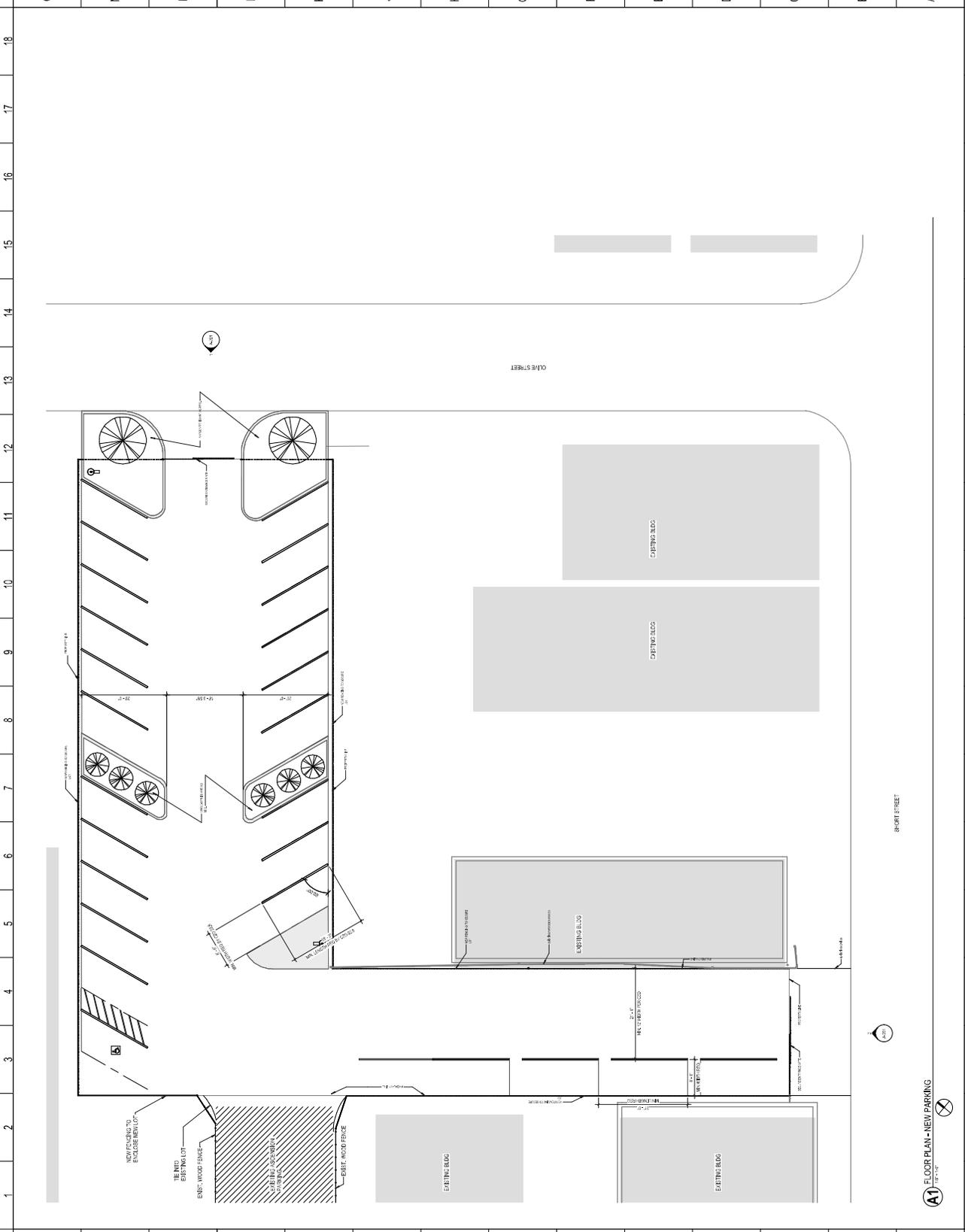
YEAS: Brown, Joshi-Gupta, Lunn, Steeg, Witry

NAYS: None

ABSENT: Flick, Stewart, Jordan



		NOT FOR CONSTRUCTION		CONSULTANTS		ASCENSION DEPAUL OLIVE STREET PARKING 8020 OLIVE ST., NEW ORLEANS, LA 70125		<table border="1"> <tr><th>NO.</th><th>DATE</th><th>DESCRIPTION</th></tr> <tr><td>1</td><td>02/02/2027</td><td>PROJECTING PERMIT</td></tr> <tr><td>2</td><td>02/02/2027</td><td>PROJECTING PERMIT</td></tr> </table>		NO.	DATE	DESCRIPTION	1	02/02/2027	PROJECTING PERMIT	2	02/02/2027	PROJECTING PERMIT
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LISTEN • DESIGN • DELIGHT COMMERCIAL ARCHITECTS 1000 PINE ST. SUITE 200 NEW ORLEANS, LA 70112		PROJECT NUMBER: 2027-001		PROJECT DATE: 02/02/2027		PROJECT LOCATION: 8020 OLIVE ST., NEW ORLEANS, LA 70125		SHEET TITLE: FLOOR 1 PLAN										
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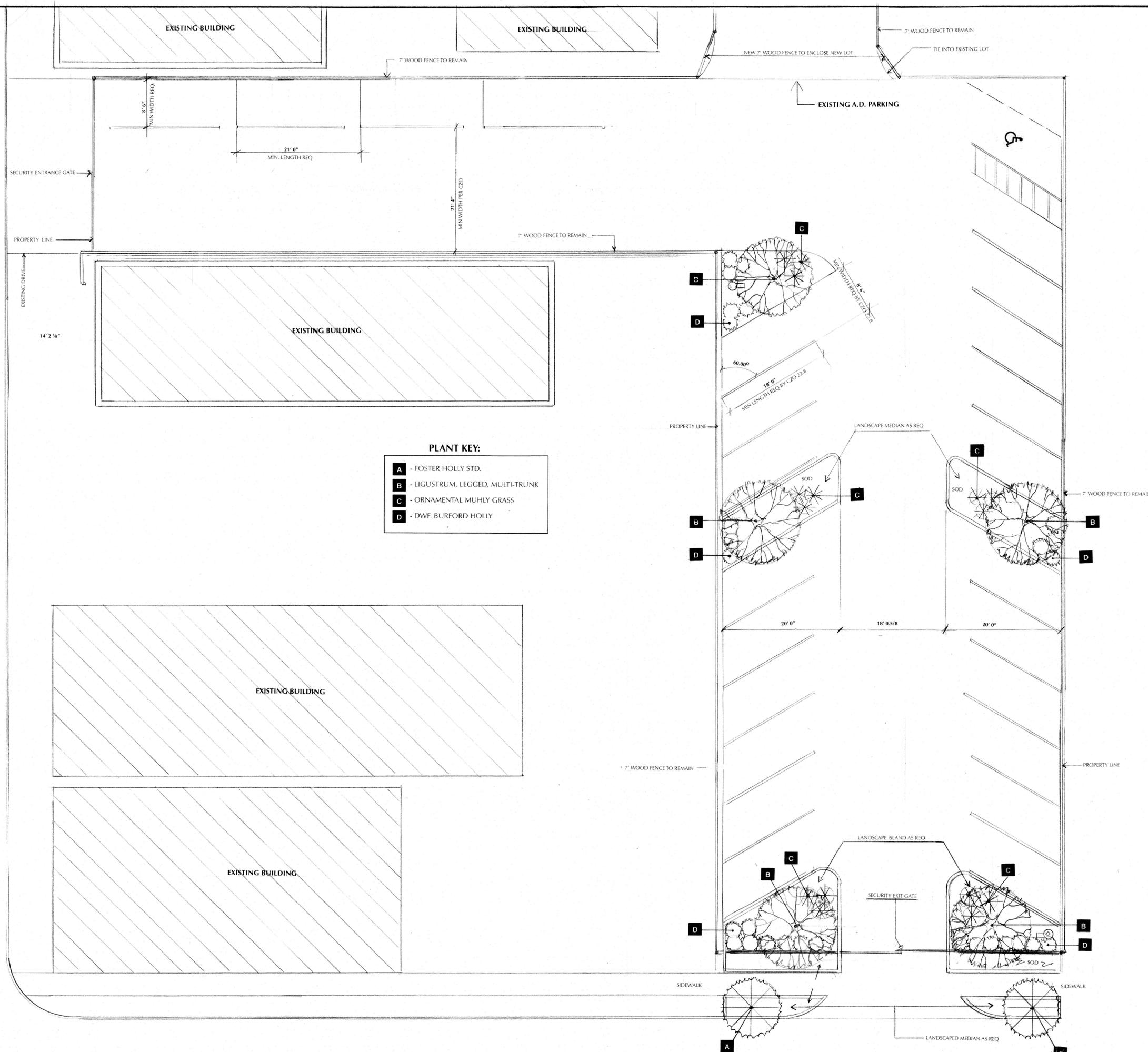


(A1) FLOOR PLAN - NEW PARKING

SPORT STREET

OLIVE STREET

SHEET NUMBER:
A-101



PLANT KEY:

- A** - FOSTER HOLLY STD.
- B** - LIGUSTRUM, LEGGED, MULTI-TRUNK
- C** - ORNAMENTAL MUHLY GRASS
- D** - DWf. BURFORD HOLLY

**ASCENSION DEPAUL
OLIVE STREET NEW PARKING**

8020 OLIVE STREET, NEW ORLEANS, LA 70125

Submitted by: BAYOU LAND DECOR, LLC

June 2025



OLIVE STREET

SHORT STREET

Project Name/Address: Olive Street Parking Lot – 8020 Olive Street, New Orleans, LA 70115



Short Street Driveway



Olive Street Driveway

PROPERTY OWNERS AN OCCUPANTS WITHIN 300 FEET

Name	Mailing Address	Mailing City	Mailing St	Mailing Zip
2500 Pecan LLC	4717 Fairfield St	Metairie	LA	70006
Amy Landry Delaney	1507 Ellis Dr	Hammond	LA	70401
Ashley Faith Guerin	7921 Forshey St	New Orleans	LA	70125
Bernadette Glover	436 Belleville St	New Orleans	LA	70114
Billy Ray Lawrence	3413 Short St	New Orleans	LA	70125
Billy Ray Lawrence	3417 Short St	New Orleans	LA	70125
Bonnie Bester	ET Al 7934 Forshey St	New Orleans	LA	70125
Brandon P Webb	2816 St Louis St	New Orleans	LA	70119
Bronwyn C Hatchett	ET Al 382 Anthony Branch Dr	Mount Juliet	TN	37122
Chan Properties LLC	4613 Shores Dr	Metairie	LA	70006
Charles Williams	3335 Short St	New Orleans	LA	70125
Charles Williams	PO Box 13274	New Orleans	LA	70185
Citywide Development Serv C/O	941 Wyndham S	Gretna	LA	70056
Cora A Jones	3319 Short St	New Orleans	LA	70125
Current Resident	3201 S Carrollton Ave	New Orleans	LA	70125
Current Resident	3235 S Carrollton Ave	New Orleans	LA	70125
Current Resident	3300 S Carrollton Ave	New Orleans	LA	70118
Current Resident	3300 Short St	New Orleans	LA	70125
Current Resident	3301 S Carrollton Ave	New Orleans	LA	70125
Current Resident	3307 S Carrollton Ave	New Orleans	LA	70125
Current Resident	3309 S Carrollton Ave	New Orleans	LA	70125
Current Resident	3315 S Carrollton Ave	New Orleans	LA	70125
Current Resident	3316 Short St	New Orleans	LA	70125
Current Resident	3317 S Carrollton Ave	New Orleans	LA	70125
Current Resident	3317 Short St	New Orleans	LA	70125
Current Resident	3319 S Carrollton Ave	New Orleans	LA	70125
Current Resident	3320 Short St	New Orleans	LA	70125
Current Resident	3321 S Carrollton Ave	New Orleans	LA	70125
Current Resident	3321 Short St	New Orleans	LA	70125
Current Resident	3322 Short St	New Orleans	LA	70125
Current Resident	3323 S Carrollton Ave	New Orleans	LA	70125
Current Resident	3323 Short St	New Orleans	LA	70125
Current Resident	3325 S Carrollton Ave	New Orleans	LA	70125
Current Resident	3326 Short St	New Orleans	LA	70125
Current Resident	3327 S Carrollton Ave	New Orleans	LA	70125
Current Resident	3327 Short St	New Orleans	LA	70125
Current Resident	3328 Short St	New Orleans	LA	70125
Current Resident	3329 S Carrollton Ave	New Orleans	LA	70125
Current Resident	3330 S Carrollton Ave	New Orleans	LA	70118
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Current Resident	3334 Short St	New Orleans	LA	70125
Current Resident	3337 Short St	New Orleans	LA	70125

Current Resident	3338 Short St	New Orleans	LA	70125
Current Resident	3340 Short St	New Orleans	LA	70125
Current Resident	3400 S Carrollton Ave	New Orleans	LA	70118
Current Resident	3404 Short St	New Orleans	LA	70125
Current Resident	3409 Short St	New Orleans	LA	70125
Current Resident	3411 Short St	New Orleans	LA	70125
Current Resident	3415 S Carrollton Ave	New Orleans	LA	70125
Current Resident	3419 Short St	New Orleans	LA	70125
Current Resident	3425 Short St	New Orleans	LA	70125
Current Resident	3443 S Carrollton Ave	New Orleans	LA	70125
Current Resident	7915 Olive St	New Orleans	LA	70125
Current Resident	7916 Olive St	New Orleans	LA	70125
Current Resident	7917 Olive St	New Orleans	LA	70125
Current Resident	7918 Olive St	New Orleans	LA	70125
Current Resident	7919 Forshey St	New Orleans	LA	70125
Current Resident	7922 Olive St	New Orleans	LA	70125
Current Resident	7923 Forshey St	New Orleans	LA	70125
Current Resident	7925 Forshey St	New Orleans	LA	70125
Current Resident	7927 Forshey St	New Orleans	LA	70125
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Current Resident	7935 Olive St	New Orleans	LA	70125
Current Resident	7939 Olive St	New Orleans	LA	70125
Current Resident	8000 Edinburgh St	New Orleans	LA	70125
Current Resident	8000 Forshey St	New Orleans	LA	70125
Current Resident	8005 Olive St	New Orleans	LA	70125
Current Resident	8007 Olive St	New Orleans	LA	70125
Current Resident	8013 Olive St	New Orleans	LA	70125
Current Resident	8013 Olive St Ste A	New Orleans	LA	70125
Current Resident	8013 Olive St Ste B	New Orleans	LA	70125
Current Resident	8013 Olive St Ste C	New Orleans	LA	70125
Current Resident	8014 Olive St	New Orleans	LA	70125
Current Resident	8019 Forshey St	New Orleans	LA	70125
Current Resident	8020 Olive St	New Orleans	LA	70125
Current Resident	8021 Forshey St	New Orleans	LA	70125
Current Resident	8201 Olive St	New Orleans	LA	70118
Davis Herbert	C/O City of New Orleans 195 S C St Suite			92780
Dr M W Mc Caleb Educational Fo	1217 S Robertson St	New Orleans	LA	70115

Herbert W Francis	3336 Short St	New Orleans	LA	70125
Jesse J Tolbert	7937 Olive St	New Orleans	LA	70125
Johnson John-Michael	ET Als 8411 Apricot Street	New Orleans	LA	70118
Kelso Investment Inc	1118 Clipper Dr	Slidell	LA	70458
Kelso Investments Inc	1118 Clipper Dr	Slidell	LA	70458
Kenneth E Brooks	7936 Forshey St	New Orleans	LA	70118
LKM Enterpirses LLC	2201 Ridgelake Dr Suite 200	Metairie	LA	70001
LKM Enterprises LCC	2201 Ridgelake Dr Suite 200	Metairie	LA	70001
LKM Enterprises LLC	2201 Ridgelake Dr Suite 200	Metairie	LA	70001
Michael Felton	3314 Short St	New Orleans	LA	70125
Michael Felton	3318 Short St	New Orleans	LA	70125
New Orleans Rehabilitation Educ	1476 Shoup Ct NW	Kennesaw	GA	30152
Of Charity Daughters	4164 Canal St	New Orleans	LA	70119
Orlando R Primo	3315 Short St	New Orleans	LA	70125
Priscilla Anne Johnson	Etal 3328 Short St	New Orleans	LA	70125
Samuel P Stewart	PO Box 8794	Metairie	LA	70011
Samuel P Stewart	P O Box 8794	Metairie	LA	70011
Society For The Relief Destitute	3320 S Carrollton Ave	New Orleans	LA	70118
South Carrollton Properties LLC	102 Livingston Pl	Metairie	LA	70005
Tsang Lau LLC	1416 Aris Ave	Metairie	LA	70005
United States Postal Service	475 L'enfant Plz W	Washington	DC	20260
W W and W Property Managers I	1949 Industrial Blvd	Harvey	LA	70058
Wuilmer Y Manzanares	4223 D'hemecourt St	New Orleans	LA	70119
Xavier University Of Louisiana	1 Drexel Dr	New Orleans	LA	70125
Xavier University Of Louisiana	C/O Connell Transport & Export LLC 1436	New Orleans	LA	70123
Yumei LI	4613 Shores Dr	Metairie	LA	70006

Organization Name: Carrollton Area Network

Point of Contact: H.V. Nagendra

Phone Number: 504-616-5972

Email: h.nagendra@att.net

Street Address: 2319 Adams Street

City: New Orleans

Zip: 70118

Organization Name: Carrollton United

Point of Contact: Betty DiMarco

Phone Number: 504-861-8261

Email: dimarco_bl@bellsouth.net

Street Address: 8221 Birch St.

City: New Orleans

Zip: 70118

Organization Name: Together Gert Town Neighborhood Association

Point of Contact: Candes Carter

Phone Number: 618-972-0858

Email: togethergerttown0017@gmail.com

Street Address: P.O. Box 851069 New Orleans, LA 70185

City: New Orleans

Zip: 70125

Councilmember: District B - Lesli Harris

City Hall, Room 2W10

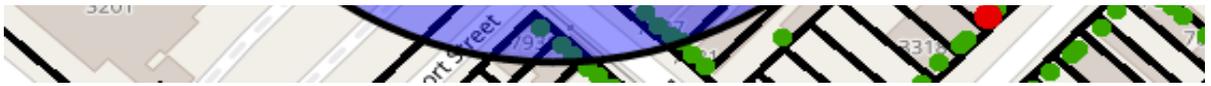
Street Address: 1300 Perdido Street

City: New Orleans, LA 70112

Phone: (504) 658-1020

Fax: (504) 658-1025

Email: Lesli.Harris@nola.gov







Neighborhood Participation Program Meeting Invitation – Proposed Olive Street Parking Lot

May 2, 2025

Dear Neighbor,

DePaul Community Health Centers would like to convert the **lot at 8020 Olive Street** into twenty-one (21) much needed off-street parking spaces for our employees, patients and community members that we serve.

The property is zoned Historic Urban Neighborhood Mixed-Use (HU-MU) District. Pursuant to New Orleans' Comprehensive Zoning Ordinance Article 12, Section 12.2.A, Table 12-1, a parking lot is a conditional use. We are conditionally permitted to provide a parking lot if we receive approval from The City of New Orleans' City Planning Commission.

Because you are a neighbor, we are inviting you to a meeting where you can learn more about what we propose. You can present your questions or concerns at that meeting. We are required to host this Neighborhood Participation Program meeting before submitting the conditional use application for approval by the City Planning Commission.

The meeting will take place:

Saturday, May 17, 2025 from 10-11am at:

DePaul Community Health Centers, 3201 Carrollton Avenue, New Orleans, LA 70115

The meeting will be on the 3rd floor in the "Community Room" and is ADA accessible.

This letter is being delivered through U.S. mail and via email to people on the NPP Contact list provide by the City Planning Commission. At the meeting, we will provide a sign-in sheet to collect email addresses so that we can keep you updated if there are any changes. We have attached a site plan showing how we envision the proposed new addition to our neighborhood.

If you are unable to attend the meeting and would like to receive information from the meeting or if you have questions, please feel free to contact our architect who is guiding us through the Neighborhood Participation Program process as well as design and permitting. We look forward to hearing from you.

Sincerely,

Frank A. Folino, FACHE

Vice President & Chief Operating Officer

DePaul Community Health Centers

New Orleans, LA 70072

Questions and comments may be emailed to Our Neighborhood Participation Program meeting host:

Michael D. Ballard, Jr., NCARB, AIA, NCARB

mballard@firmora.com



Received by _____
Sign Provided <input type="radio"/> 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

- 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
- 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
- Conditional Use Established Two-Family, Multi-Family, and Townhouse Dwellings:
 - No increase in floor area \$500
 - Increase in floor area \$700
- Text Amendment: \$1,500



Received by _____
Sign Provided <input type="radio"/> 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
<input type="radio"/> Completed application with all required information & signed by owner or authorized agent.	Required	Required	Required
<input type="radio"/> 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
<input type="radio"/> Accurate survey or legal description showing or describing the legal boundaries of the site.		Required	Required
<input type="radio"/> Photographs of the subject site(s) and building(s).		Required	Required
<input type="radio"/> 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
<input type="radio"/> 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
<input type="radio"/> 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
<input type="radio"/> Architectural Elevations of each side of the proposed structure(s) indicating height, architectural elements such as windows, doors, materials, textures, and other information.			Required
<input type="radio"/> Floor Plan(s) of the entire structure(s) showing room use, dimensions, walls, doors, windows, major appliances, plumbing fixtures, stairs, or other egress.			Required
<input type="radio"/> Recommendations or approvals from HDLC, or VCC, or City Council (regarding demolition), where applicable.			May Be Required
<input type="radio"/> Design Advisory Committee (DAC) Recommendation , when required by Article 4, Section 4.5.B of the Comprehensive Zoning Ordinance.			May Be Required



Received by _____
Sign Provided <input type="radio"/> 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.

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

Address of Property for which this application is being filed. 8020 Olive Street, New Orleans, LA 70115

APPLICANT INFORMATION

Applicant Identity: Property Owner Agent

Applicant Name Michael D. Ballard, Jr., AIA, NCARB

Applicant Address 4513 Annunciation Street

City New Orleans State LA Zip 70115

Applicant Contact Number 504.475.4514 Email mballard@firmora.com

PROPERTY OWNER INFORMATION SAME AS ABOVE

Property Owner Name Ascension DePaul Services

Property Owner Address P.O. Box 4148

City New Orleans State LA Zip 70178

Property Owner Contact Number 504.212.9558 Email jhenderson@ascension.org

SPECIFIC ZONING REQUEST

The zoning request is for conditional use as a parking lot (principal use).

PROPERTY LOCATION

Square Number(s) SQ 504 Lot Number(s) Lot 11 Olive, Lot A Olive, Lot 6 Short

Bounding Streets Shirt Street, Forshey Street, Olive Street & Carrollton Avenue

Zoning HU-MU Municipal District 7

Tax Bill Number 716407703 & 716407708 Planning District East Carrollton

DESCRIPTION OF PROJECT (Attachments are acceptable)



Received by _____
Sign Provided <input type="radio"/> 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 _____

Agent Signature Michael Dean Ballard Date 06/16/2025

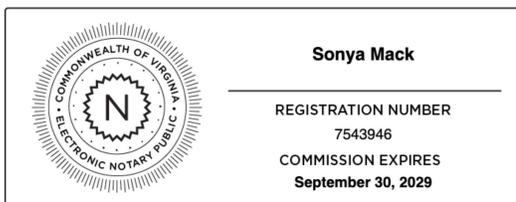
If ownership is joint, each owner must be listed. If ownership is a partnership, the Partnership Agreement must be included. If ownership is a corporation, Articles of Incorporation (full document filed with the Secretary of State) and a Board Resolusion authorizing an individual or agent to sign on 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 16th day of June 2025

My Commission expires 09/30/2029



Commonwealth of Virginia

County of Virginia Beach

The foregoing instrument was acknowledged before me on 06/16/2025 by Michael Dean Ballard.

Sonya Mack Electronic Notary Public

7543946

My commission expires: 09/30/2029

Notarized remotely online using communication technology via Proof.



Ascension DePaul Services

May 29, 2025

Jenna Burke

Senior City Planner | City Planning Commission

Office of Business and External Services

1300 Perdido Street, 7th Floor

New Orleans, LA 70112

504.658.7023

Jenna.burke@nola.gov

I, Michael Griffin, authorize Michael D. Ballard, Jr., AIA, NCARB, to submit a Conditional Use Land Use Application for 8020 Olive Street, New Orleans, LA.

Sincerely,

Michael Griffin, MSPH, D. Sc., FACHE
Ascension DePaul Services
President/CEO

5/29/25

Date

City Planning Commission Speaker Card

Date : 08.11.2025

I would like to speak regarding CPC Docket : 041/25

IN SUPPORT

Name: MICHAEL BALLARD - APPLICANT REP.

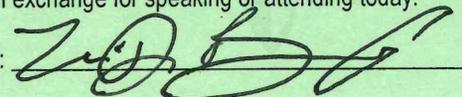
Address: 4513 ANNUNCIATION STREET

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: 

City Planning Commission Speaker Card

Date : 8-12-2025

I would like to speak regarding CPC Docket : 041-25

IN SUPPORT

Name: JESSE COLBEAL

Address: 7937 OLIVE STREET

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: 