

Certificate of Appropriateness

Filing Date: May 7, 2025
Case Number: **25-21-HPC**
Request: **Certificate of Appropriateness**
Project Address: 304 Herndon Street, Shreveport, LA 71106
Historic District: Highland Historic District
Zoning: R-1-7 (Single-Family Residential Zoning District)
Applicant: **Kenneth Sapp**
MPC Review by: Walter Johnson, Community Planning Division
walter.johnson@shreveportla.gov
HPC Meeting Date: May 20, 2025

PROJECT DESCRIPTION

304 Herndon Street is the site of a two-story Multifamily building located within the Highland Historic District. This project proposal calls for the repair and replacement of underlying wood paneling, paint, exterior trim, aluminum flashing and exterior vinyl to repair several damaged areas that have given way to water & weather damage(s), disintegration and rot over the years. These damages extend from the ground floor to the second floor, although the repairs will be completed in several phases. The first phase will see the repair of the second floor damages, then moving down to the ground floor for those repairs. Exterior paint, trim colors and vinyl colors will remain the same to ensure consistency across the completed repair work.

OTHER ACTIONS REQUIRED

The proposed project will require a Building Permit from the City of Shreveport Permits Division.

APPROVAL STANDARDS – Certificate of Appropriateness.

Per Shreveport UDC Article 21, Section 21.5, D. Approval Standards, for a Certificate of Appropriateness:

*It is not the intention of these regulations to require the reconstruction or restoration of individual or original buildings and/or prohibit the removal or demolition of the same. Upon review of the application for a Certificate of Appropriateness, the Shreveport HPC and the Executive Director of the Shreveport-Caddo MPC, or his/her designee, **must balance the following standards** in making any recommendation and/or determination for approval:*

1. *Whether the proposed activity involving exterior features and/or exterior architectural features is harmonious with the special character of the HPOD.*

MPC STAFF COMMENTS: MPC staff finds that the proposed activity IS HARMONIOUS with the special character of the HPOD.

2. *Whether the proposed activity will adversely affect any exterior feature and/or exterior architectural feature.*

MPC STAFF COMMENTS: MPC staff finds that the proposed activity WILL NOT adversely affect the exterior or architectural feature(s) and essence of the structure.

3. *Whether the proposed activity will adversely affect the historic character of the landmark, site, building, structure, landscape and/or object.*

MPC STAFF COMMENTS: MPC staff finds that the proposed activity WILL NOT adversely affect the historic character of the structure and area.

4. *In considering new construction, if a contemporary design is used, the architectural styles from particular historic periods are not required; however, a determination regarding whether the contemporary design is harmonious with the character of the HPOD is required.*

MPC STAFF COMMENTS: MPC staff finds that the architectural style IS HARMONIOUS with the characteristics of the HPOD. The new addition(s) will retain the same architectural elements in color, siding and texture.

5. *Whether the proposed activity is in compliance with the design standards contained in Article 4.*

MPC STAFF COMMENTS: MPC staff finds that the proposed activity IS IN COMPLIANCE with the design standards contained in Article 4 of the Shreveport UDC.

MPC STAFF ANALYSIS

CERTIFICATE OF APPROPRIATENESS

Based on the analysis of the approval standards, MPC staff finds that the proposed repairs are appropriate for the current structure at 304 Herndon Street. Therefore, MPC staff recommends approval of this requested Certificate of Appropriateness.

MPC STAFF RECOMMENDATION

CERTIFICATE OF APPROPRIATENESS.

MPC staff recommends APPROVAL of the requested **Certificate of Appropriateness** as it appears to meet the approval standards of Shreveport UDC *Article 21, Section 21.5, D.*

ATTACHMENTS

- Exhibit A. Front Façade View
- Exhibit B. Zoning Map
- Exhibit C. Vicinity Map
- Exhibit D. Project Scope

MPC STAFF RECOMMENDATION

MPC staff recommends APPROVAL of the requested **Certificate of Appropriateness**.

HISTORIC PRESERVATION COMMISSION (HPC) RECOMMENDATION (May 20, 2025)

CERTIFICATE OF APPROPRIATENESS.

MPC EXECUTIVE DIRECTOR'S DECISION (May 20, 2025)

CERTIFICATE OF APPROPRIATENESS.

Executive Director Signature:	Date:
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Exhibit A. Front Facade View



Exhibit B. Zoning Map

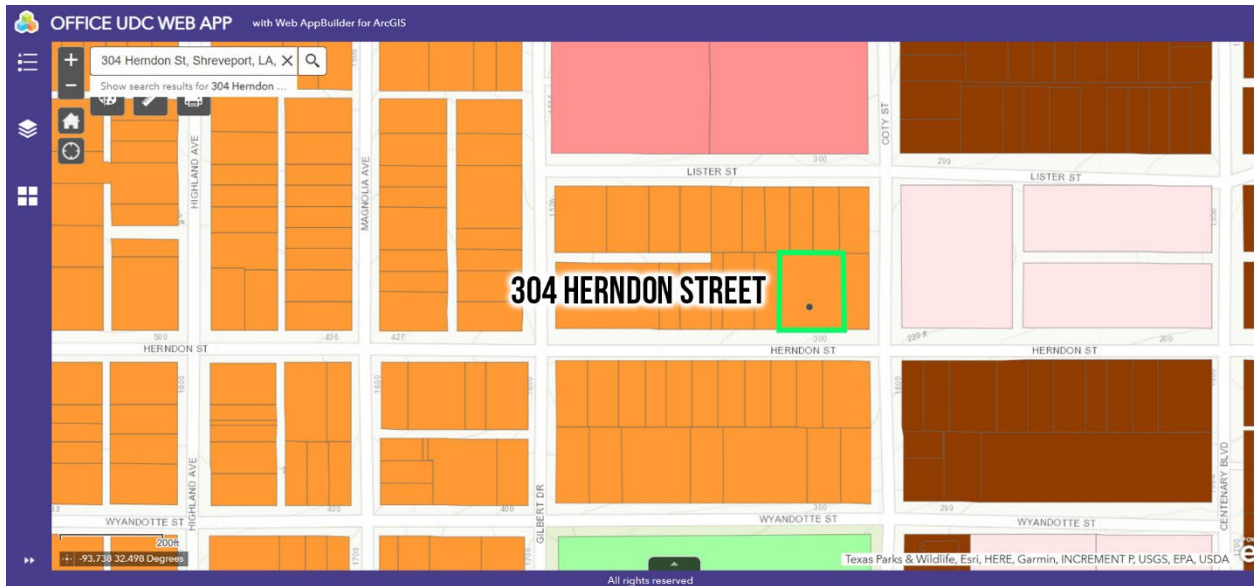


Exhibit C. Vicinity Map



Exhibit D. Project Scope















HPC Application Form

505 Travis Street | Suite 440 | Shreveport, LA | 71101
phone 318-673-6440 | fax 318-673-6454

HPC APPLICATION FORM

Date: April 16, 2025 Fee: \$50 per application.

1. Address of Property: 304-318 Herndon Shreveport, LA 71101

2. Please select the type(s) of work being performed. Check all that apply.

- Certificate of Appropriateness
- Certificate of Demolition
- Exception for Economic Non-Viability (as applicable)
- Determination of No Material Effect

3. Historic District in which Property is Located:

- Fairfield Historic District
- Highland Historic District
- South Highlands Historic District
- Shreveport Commercial Historic District
- Texas Avenue Historic District
- St. Paul's Bottoms Historic District
- Historic Property / Landmark Name (if applicable): _____

4. Please select the type of work being performed:

- Addition (to an Existing Structure)
- Alteration / Repair
- Construction of a Fence / Wall
- Demolition
- New Construction
- Renovation
- Other (please specify): _____

5. General nature of action for which certificate is sought (attach additional 8½ x 11 pages as necessary)

remove rotted wood replace with new
remove existing soffit and Alcoa cladding and
replace with new.

6. Will you be applying for rehabilitation tax credits for this project? Yes No

7. Did you consult with MPC staff prior to filing this application? Yes No

8. Are there any applications relevant to this application pending before the MPC, Zoning Board, City Council or other government agency? Yes No

9. Applicant: Kenneth V Sapp Jr
Address: 628 Haughton Trace Ct Haughton LA 71037
E-mail: KennethSappKS@gmail.com Telephone: 318-200-2479

10. Property Owner: CEDE LLC

Address: 241 Albert Ave Shreveport, LA71105

E-mail: leblanc2499@gmail.com Telephone: (318) 208-1048

Signature of Property Owner
Consenting to Permit Applications: Christopher Simmons



HPC Application Form

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11. Exhibits Required with all Applications:

- A map indicating the property on which the work is proposed (maps are available from the MPC).
- Current photographs to show the existing conditions on the property, its relationship to adjacent properties and the surrounding neighborhood.
- A general description of work or action(s) proposed. Add additional pages as necessary.

12. Exhibits Required with Applications for Certificate of Appropriateness Applications for New Construction, Additions, Alterations, Demolition or Relocation:

- A general description of work or action(s) proposed. Add additional pages as necessary.
- A scaled, dimensioned site plan showing location of the buildings(s) or structure(s) and all proposed site work, including sign(s), landscaping and fences, as appropriate to the application.
- A scaled, dimensioned elevation drawing of each side of the building(s) or structure(s) as necessary to indicate the location and nature of all proposed work, including sign(s).
- Samples, representations or detailed description of the proposed building materials and colors.

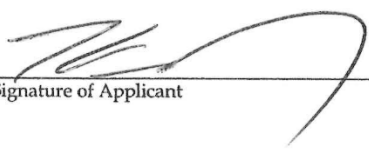
13. Exhibits Required with Applications for Roof Replacement with no Changes:

- A sample, representation or detailed description of the proposed roofing material.

Signatures

Certification of Applicant

I hereby certify that I have read and examined this application and know the same to be true and correct. I understand that consideration of this application is based upon the correctness of the information I have supplied and that any permit(s) granted may be revoked upon a finding by the Metropolitan Planning Commission (MPC), Historic Preservation Commission, and/or City of Shreveport that any relevant information supplied on or with this application is substantially incorrect. I further understand that only complete applications, including all required exhibits, are considered by the MPC, and that applications, including all required exhibits and fees, must be received in the Office of the MPC and certified as complete no less than seven (7) days prior to the next scheduled Historical Preservation Commission meeting in order to be placed on the agenda.



Signature of Applicant

5/5/25

Date

Do Not Write Below This Line—For MPC Office Use Only

Date Received:	HPC Meeting Date:	Case Number:
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