



# **HIGHLAND PARK DEVELOPMENT SITE REQUEST FOR CONCEPTUAL PROPOSALS**



**MAY 14, 2019**



Office of the Mayor  
Staci Albritton Mitchell

May 14, 2019

Re: Request For Proposed Development Concepts

Dear Developers:

Thank you for your interest in Highland Park, a 55-acre property located in the heart of the City of West Monroe. This property, formerly used as the Trenton Street Golf Course, is a beautiful tract, with natural wetlands located in its very center. We believe that proper development of this property has the potential to significantly enhance the quality of life for West Monroe residents and area shoppers.

As you will see on the attached illustration, the City of West Monroe is retaining the middle 30 acres for the preservation of wetlands and for stormwater detention. This greenspace will also serve as a community attraction, featuring walking/biking trails and recreational space. The remaining 24.5 acres located on the east and west sides of the property have been designated for Residential and for Commercial/Mixed Use developments, respectively.

I enclose our recommended development guidelines for each development area. These are provided only as a means to convey our desire for the use of the property. It is the City of West Monroe's desire to find a like-minded partner to purchase and develop these areas into a unique and attractive place to live, work, shop, and play.

If you are interested in submitting a proposal for the purchase and development of this property, please provide the following information:

- Prospective buyer/developer's name, address, and contact information
- Narrative plan for development of the property
- Proposed changes/additions to the recommended development guidelines that would enhance your proposed development

Our initial focus is on the proposed development, and how that development will benefit the City and its residents. Once the proposed concept is selected, we will then visit with you to arrive at the proposed purchase price.

We will review all proposals which have been submitted prior to **July 15, 2019**, and make a decision as soon as we are able thereafter. I believe that together we can make this site a true destination for both residential and commercial use. Please feel free to contact my office with any questions.

Sincerely,

A handwritten signature in blue ink that reads "Staci Albritton Mitchell".

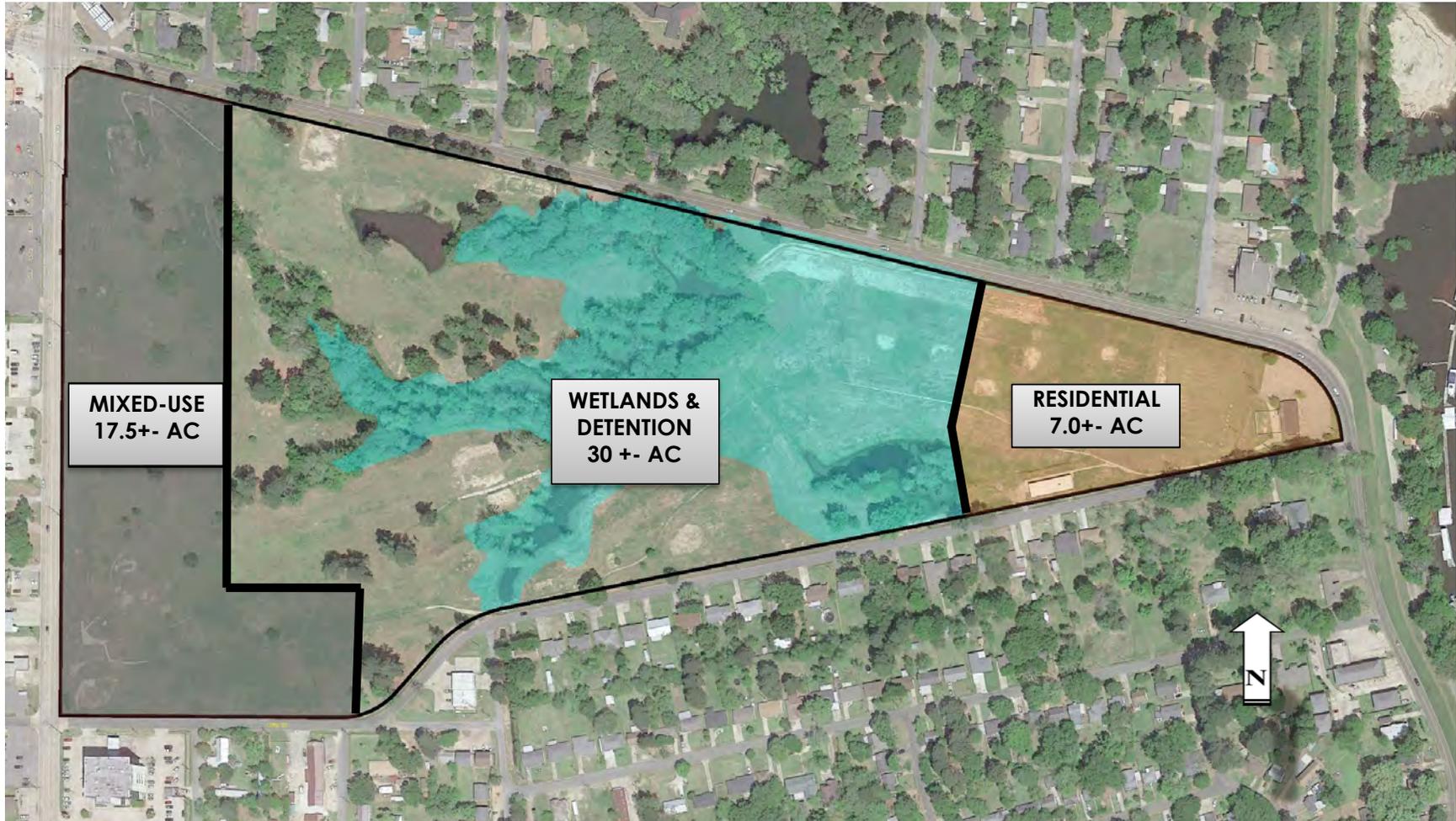
Mayor Staci Albritton Mitchell

**CONTACT:**

Courtney Hornsby  
Mayor's Chief of Staff  
City of West Monroe  
2305 North 7<sup>th</sup> Street  
West Monroe, Louisiana 71291  
E-mail: [chornsby@westmonroe.la.gov](mailto:chornsby@westmonroe.la.gov)  
office: (318) 396-2600



# HIGHLAND PARK DEVELOPMENT SITE



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MIXED-USE DEVELOPMENT SITE

(WEST END)

17.5 ACRES



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## HIGHLAND PARK MIXED-USE DEVELOPMENT SITE (WEST END)

### Recommended Development Guidelines

Parcel for sale: 17.5 Acres

1. It is the intention of the City to sell the west end property (17.5 acres) in either one or two parcels. Unless specifically noted, the following restrictions apply to all of the west end property.
2. Additional easements beyond the purchase may be granted for “runout” of fill to the east that may be dictated by the natural grades on the site.
3. Total west end development can be a combination of commercial and residential use.
4. Maximum of 35% of the total land may be used exclusively for multi-family residential; this shall be located on the northern portion of the property.
5. Maximum of 75% of the total land may be used exclusively for retail commercial; this shall be located on the southern portion of the property. Second floor residential is encouraged in this area.
6. No subdivision of the total parcel will be allowed except as a part of a Planned Unit Development (PUD).
7. A Property Owner’s Association (POA) shall be established.
8. Access to public streets will be allowed at approved locations only; two 2-way, full access drives will be allowed onto Otis Street; one or two drives will be allowed onto North 7<sup>th</sup> Street. Since North 7<sup>th</sup> Street is a designated State highway, a full permit will be required to be obtained from LaDOTD. No access will be allowed onto Arkansas Road within 375’ of the intersection with N. 7<sup>th</sup> Street; this drive will not be allowed to provide through-connection to the commercial development.
9. The intersection of Otis and North 7<sup>th</sup> Street is not currently signalized. The developer shall perform all traffic studies necessary to get approval from LaDOTD to install a signal. The City of West Monroe will work with the developer to obtain this approval; however, the City does not guarantee this can get approved.
10. Minimum building setbacks shall be established as follows:
  - Fronting on N.7<sup>th</sup> Street– 40’ for commercial, 50’ for residential
  - Fronting on Arkansas Road – 20’ for commercial or residential
  - Fronting on Otis Street – 50’ for commercial or residential
  - Fronting on the City Park – 30’ commercial or residential
11. A minimum of 90% of the exterior walls of each commercial structure shall be of non-metal finish such as brick, stone, painted CMU, stucco, durable wood, or other material approved by the City.

12. All roof top A/C units shall be screened from all public street visibility.
13. Maximum height of single-story commercial structures shall be 35' (to top of parapet).
14. Maximum height of residential structures shall be three stories; pitched roofs shall be a minimum of 8:12.
15. Pedestrian and bicycle access shall be provided throughout the development, including access to the public park area.
16. Exclusive residential parts of the development shall be surrounded by a decorative fence or wall (8' high). Controlled access will be allowed but not required.
17. Adequate public parking will be required; parking requirements shall be per City Code.
18. All streets, drives, parking areas, sidewalks, and grassed areas within the limits of the development will be owned by the development and maintained by the POA.
19. All utilities shall be installed underground.
20. Water and Sanitary Sewer utilities (mains only) will be constructed by the developer to City specifications and donated after acceptance to be owned and maintained by the City of West Monroe. Dedicated easements will be required.
21. Entrances, drives, and parking area lighting will be required; owned and operated by the POA.
22. The developer is responsible for the protection of all-natural features adjacent to the development during construction. There are known wetlands in close proximity to the east; confirmation of these boundaries will be required before construction of any new facilities.
23. Installation of on-site storm drainage systems will be the responsibility of the developer; points of discharge will be subject to the approval of the City of West Monroe. Detention as required for the development of open land is being provided to this development by the City of West Monroe on City owned property downstream.
24. The developer shall submit plans, proposed covenants, and POA documents for review and approval by the City of West Monroe.
25. All development shall adhere to the City Landscaping Ordinance; copies of which are available upon request.



# HIGHLAND PARK MIXED-USE DEVELOPMENT SITE

**Acres:** 17.5+- **Traffic (ADT):** 13,348

**Zoning:**  
O-L Open Land (Will be rezoned as required)C

*City will rezone as required.*

**Location:**  
32.525586°, -92.147146°

**Address:**  
N. 7th Street (Otis to Arkansas Road)  
West Monroe, Louisiana 71291

**Summary:**  
Located along the major transportation route to the residential areas north and west, this property provides premium access to the home-to-office traffic. Its location makes it highly suitable for commercial development, with adequate land for complimentary residential use.



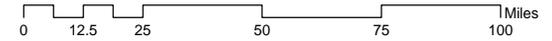
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# HIGHLAND PARK DEVELOPMENT SITE



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# HIGHLAND PARK DEVELOPMENT SITE



Facing north, at intersection of N. 7th and Otis Street

Facing south, near intersection of N. 7th St. and Arkansas Rd



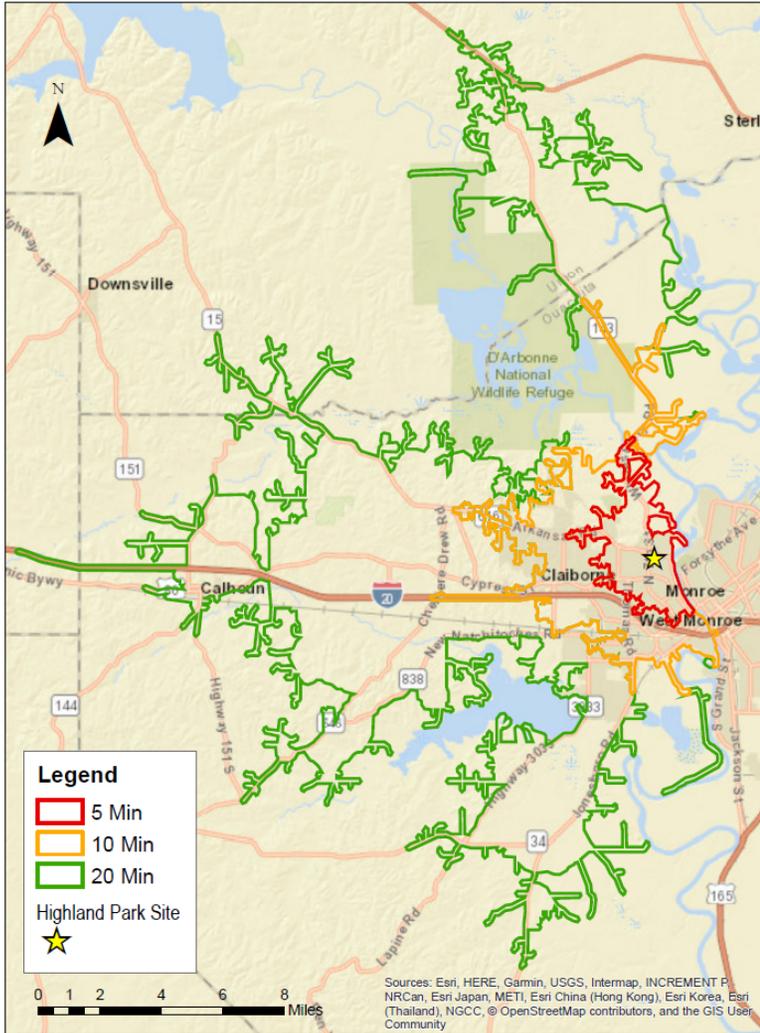
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# HIGHLAND PARK DEVELOPMENT SITE



Key Demographics	Drive Time		
	5-minutes	10-minutes	20-minutes
<b>Community Summary</b>			
2018 Total Population	11,365	29,184	53,974
2018 Total Daytime Population	13,013	33,697	51,452
2018 Households	5,101	12,666	21,765
<b>Business Summary</b>			
Total Businesses	803	1,743	2,303
Retail Trade	144 (17.9%)	318 (18.2%)	403 (17.5%)
Other Services	109 (13.6%)	247 (14.2%)	338 (14.7%)
Construction	43 (5.4%)	125 (7.2%)	214 (9.3%)
Health Care & Social	100 (12.5%)	169 (9.7%)	186 (8.1%)
Accommodation & Food Service	54 (6.7%)	136 (7.8%)	165 (7.2%)
Professional & Tech	66 (8.2%)	127 (7.3%)	160 (6.9%)
Real Estate	52 (6.5%)	104 (6.0%)	148 (6.4%)
Finance & Insurance	81 (10.1%)	132 (7.6%)	142 (6.2%)

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RESIDENTIAL DEVELOPMENT SITE

(EAST END)

7.0 ACRES



## HIGHLAND PARK RESIDENTIAL DEVELOPMENT SITE (EAST END)

### Recommended Development Guidelines

Size of parcel for sale: 7.0 Acres

1. Development must be single family, owner occupied, residential.
2. Condominium development will not be allowed.
3. Minimum number of lots shall be 12; maximum number shall be 30.
4. A Home Owner's Association (HOA) shall be established.
5. An Architectural Review Committee shall be established to maintain a common architectural theme throughout construction.
6. Residential houses (detached) shall be minimum 1,800 s.f. (heated).
7. All houses shall be furnished with a two-car garage accessed from the rear.
8. Major roof slopes shall be 8:12 minimum.
9. One entrance drive will be allowed off of Otis Street. No access will be allowed to Arkansas Road.
10. All streets (and/or access alleys) shall be owned and maintained by the HOA.
11. All streets shall be paralleled with sidewalks (5' minimum width).
12. The entire development shall be surrounded by a decorative fence or wall (8' high).
13. Controlled access will be allowed but not required.
14. All utilities shall be underground.
15. All storm drainage shall be underground; installation of piping in roadside ditches along Arkansas Road and Otis Street shall be provided.
16. Water and Sanitary Sewer utilities (mains only) will be owned and maintained by the City of West Monroe. Dedicated utility easements will be required.
17. Street lighting will be required; owned and operated by the HOA.
18. Developer shall submit plans, proposed covenants, and HOA documents for review and approval by the City of West Monroe.



# HIGHLAND PARK RESIDENTIAL DEVELOPMENT SITE

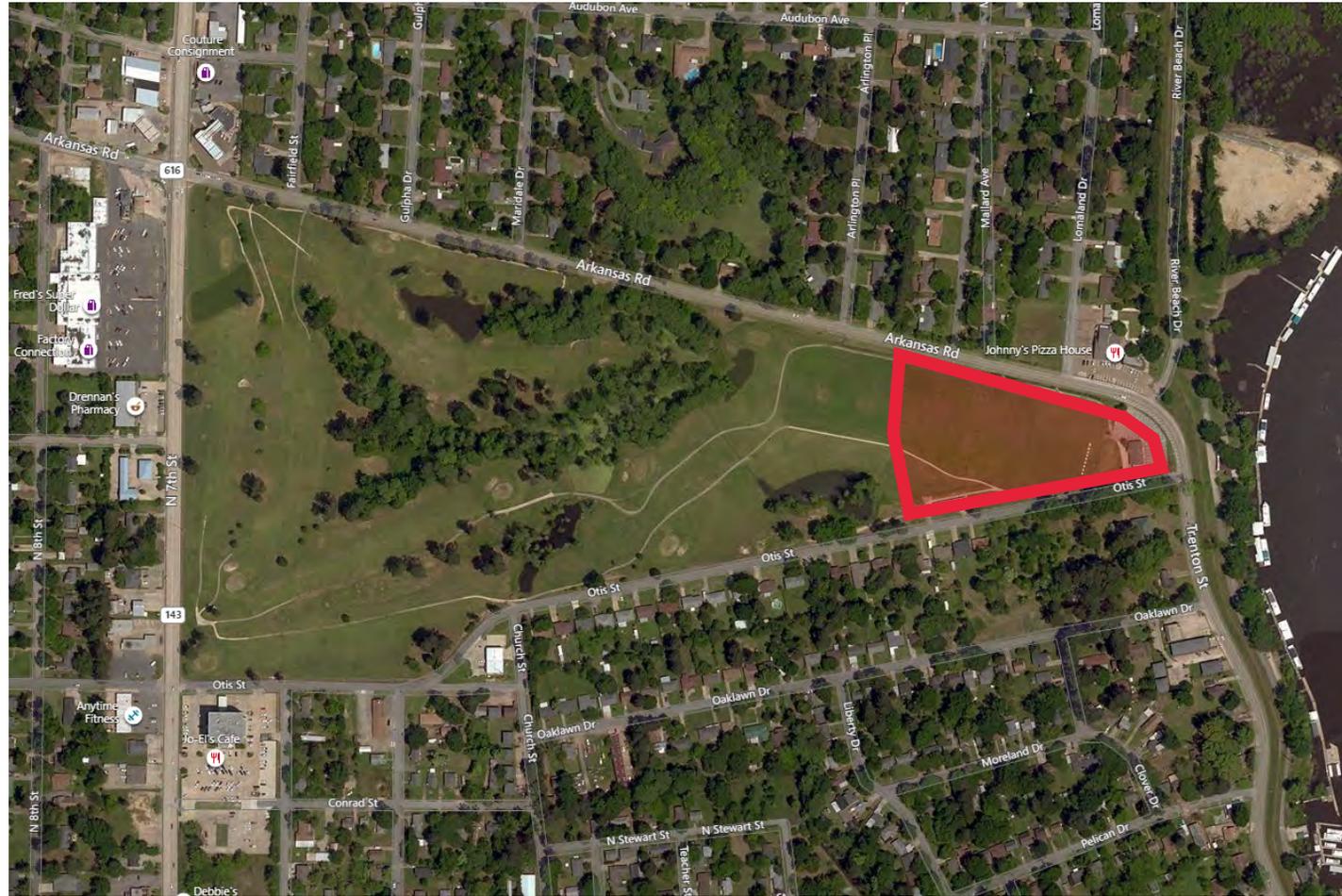
**Acres:** 7.0+-    **Traffic (ADT):** 13,348

**Zoning:**  
*O-L, Open Land (Will be rezoned as required.)*

**Location:**  
32.525629°, -92.138187°

**Address:**  
Trenton Street at Arkansas Road  
West Monroe, Louisiana 71291

**Summary:**  
*Located at the east end of the City-owned "golf course" property, this tract is bounded on the north and south by residential development. Its location makes it particularly suitable for an isolated single family development, with direct access to the adjacent park.*



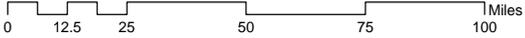
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# HIGHLAND PARK DEVELOPMENT SITE



Facing southwest, on Arkansas Road



Facing northwest, on Otis Street

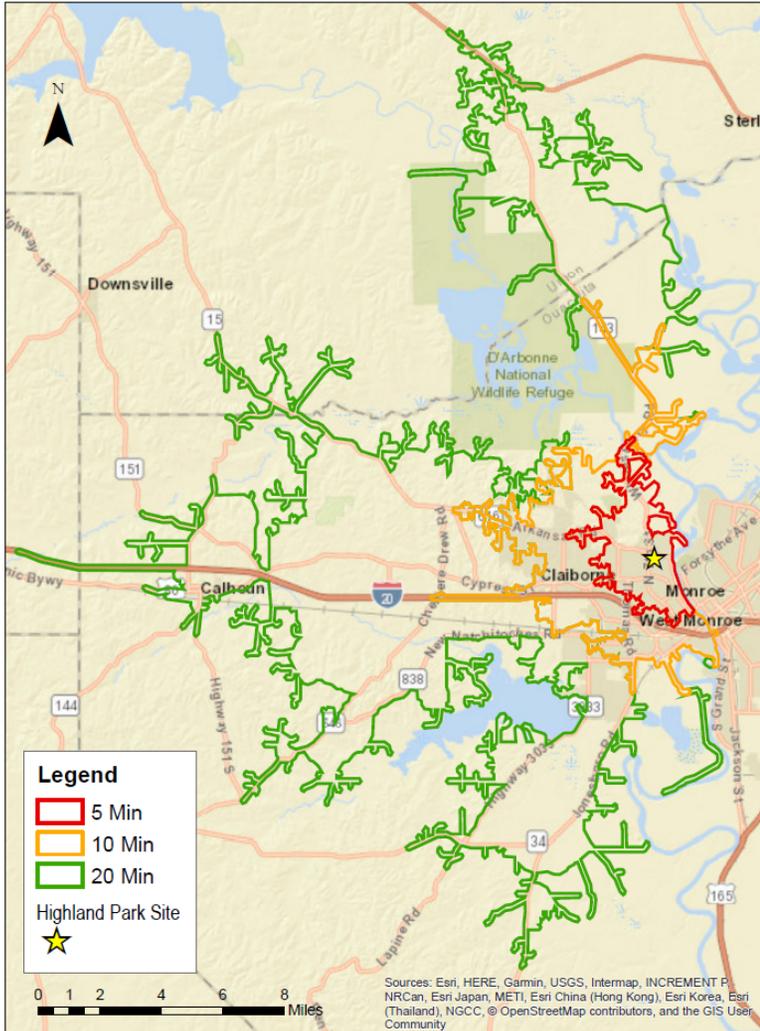
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