

Metropolitan *Planning Commission*

Shreveport | Caddo Parish

Caddo Parish ZBA Mobile Home Checklist

General Standards for Application Review of Mobile Homes

Current Planning Department

505 Travis Street, Suite 440
Shreveport, LA 71101 | phone 318-673-6480

www.shreveportcaddompc.com



ZBA MOBILE HOME CHECKLIST

Please return to:
Metropolitan Planning Commission
505 Travis Street, Suite 440
Shreveport, LA 71101

Case Number: _____ Address: _____

TO BE COMPLETED BY APPLICANT			TO BE COMPLETED BY MPC STAFF	
GENERAL STANDARDS	REQUIRED	RECOMMENDED	YES	NO
1. The unit has a HUD seal establishing it as a Mobile Home.	<input type="checkbox"/>			
2. Existing mobile homes in the neighborhood (pre-ordinance or otherwise).		<input type="checkbox"/>		
3. Approved mobile home cases in the area.		<input type="checkbox"/>		
4. The mobile home is a double-wide or greater. Unmarked box identifies the mobile home as a single-wide.		<input type="checkbox"/>		
5. The mobile home is sited parallel to the street that fronts the property.		<input type="checkbox"/>		
6. A mobile home already exists on the property.		<input type="checkbox"/>		
7. Other structures exist on the property.		<input type="checkbox"/>		
8. The applicant has provided evidence of water and sewage connections/permissions at the site.	<input type="checkbox"/>			
9. Photos of the mobile home have been provided (Actual pictures if used/ brochure pictures of a model, if new).		<input type="checkbox"/>		
10. Hard surface driveway with a minimum of two parking spaces shown on the property plan. (Alternate surfacing may be considered for driveways with excess length beyond the parking space requirement.)	<input type="checkbox"/>			
11. Mobile home meets the setback requirements.	<input type="checkbox"/>			
12. Required skirting provided with the mobile home.	<input type="checkbox"/>			
13. Other optional enhancements provided with the home (i.e. bay windows, porches, landscaping, etc.).		<input type="checkbox"/>		
14. The unit is attached and anchored to a permanent foundation per applicable Parish requirements.	<input type="checkbox"/>			

PLEASE NOTE: Caddo Parish development ordinances are in the process of being revised as a part of an effort to adopt a Unified Development Code. As currently drafted Mobile Homes will only be allowed in the Residential Manufactured Home District (R-MHP), Residential Manufactured Home Subdivision District (R-MHS), and the Residential Agriculture District (R-A). If your home is located in any other district, the Special Exception Approval you may obtain as a result of this application would become non-conforming once the new ordinance is adopted. The home would be allowed to remain under the new ordinance but could not be expanded or replaced.