

RECOMMENDED UDC CODE TEXT AMENDMENTS. 22-8-CTA.

The City of Shreveport Unified Development Code (UDC) undergoes regular review to ensure that the Code promotes sound, stable, and desirable development to correct errors in the text or to accommodate changed or changing conditions in a particular area. Periodically, revisions are required to reflect the changing nature of business in our community. These proposed amendments will be intended to be more user-friendly, concerning Short-term Rental within the City.

Staff is requesting the Shreveport UDC be amended as follows: ~~strikeout~~ indicates deleted text, underline indicates added text].

1. Amend "Short-Term Rental, 'Type B'" in ARTICLE 23. SHORT-TERM RENTAL PROPERTY, SECTION 23.5 PERMIT TYPES AND USE STANDARDS, Subsection 23.5.B in the Shreveport UDC to now read as follows.

23.5 PERMIT TYPES AND USE STANDARD

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A. Short-Term Rental, 'Type B'

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3. **Administrative Approval.** A Short-Term Rental Permit 'Type B-1' may be approved administratively by the Zoning Administrator if the total number of allowable overnight guests of the proposed short-term rental does not exceed ten (10) adults, nor does the proposed short-term rental property require special exception use approval due to distancing requirements.
4. **Special Exception Use Approval**

A Short-Term Rental Permit 'Type B-2' may only be allowed as a special exception use, and requires review and approval by the Zoning Board of Appeals per the requirements of Section 16.6 when:

- a. **Number of Overnight Guests.** The host of a short-term rental property requests the total number of allowable overnight guests to exceed ten (10) adults.
- ~~b. **Distance Requirements.** Except in the D-1 district, approved short-term rental properties must be located no closer than 500 feet from any other existing short-term rental property, as measured from a point of the lot line on which such use is proposed to be located to the nearest point on the lot line on which any other of the same user is located. If any short-term rental property wishes to locate closer than the 500-foot minimum distance from any legally existing short-term rental property, a special exception use approval is required.~~
- b. **Distance Requirements.** No more than three (3) approved 'Type B' short-term rental permits shall be located within a 500 foot radius of an approved short-term rental permit, as measured from a point of the lot line on which such use is proposed to be located to the nearest point on the lot line on which any other of the same user is located, without the approval of a special exception use by the Zoning Board of Appeals.
- c. **Discretion of the Executive Director.** At any time during the review process for a Short-Term Rental 'Type-B' Permit, the Executive Director may determine that administrative approval is not appropriate and that special exception use approval shall be required if the proposal will not be compatible with the adjacent and surrounding properties or if the applicant fails to meet the any standards for the permit as described herein.
- d. **Exceptions.** Only 'Type B' permit applications have STR distance requirements. No Short-Term Rental Permit 'Type A' application is subject to distance requirement under this Code, nor will any approved Short-Term Rental Permit 'Type A' property trigger any distance requirements for a proposed Short-Term Rental Permit 'Type B' application.
- e. **Exemptions.** Short-Term Rental Permit 'Type A' and 'Type B-1' applications located within the D-1 Zoning District are exempt from any distance requirements for short-term rentals. However, any proposed short-term rental property located within any zoning district which requests the total number of allowable overnight guests to exceed ten (10) adults shall require special exception use approval.
- f. **Special Exception Use Approval Standards of Short-Term Rentals.** The Zoning Board of Appeals or, on appeal, the City Council must consider the following approval standards for short-term rentals.
 - i. **Health and Safety.** Whether the design, location, and operating plans must be such that the public health, safety and/or welfare is protected.

- ii. Land Use. Whether the proposed special exception use is compatible with the general land use of adjacent properties and other property within 300 feet.
- iii. Neighborhood Impact. Whether the proposed short-term rental will adversely affect the neighborhood character.
- iv. Parking. Whether the proposed special exception use is in compliance with the required parking standards for the designated land use (i.e., with there be sufficient parking to accompany a short-term rental).
- v. Contact Information. Whether the applicant or authorized agent has provided information sufficient to verify a qualified person will be available to be contacted about use of the short-term rental during and after business hours.
- vi. Notice to Neighbors. Has the licensee or authorized agent either mailed, or otherwise distributed by hand, a flier to neighbors within a 500-foot radius of the short-term rental property address outlining the proposed use and owner or representative contact information.

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Explanation: Currently, if a new STR application is proposed, and **any** approved STR is operating within 500 feet of the proposed STR, whether Type A or Type B, that prior to the approval of the proposed STR application a Special Exception Use is required by the ZBA. This amendments aims at simplifying the approval process.

- **Administrative Approval.** This language adds that distance requirements may trigger the need for special exception use approval.
- **Distance Requirements.** No more than three (3) approved 'Type B' Short-Term Rental Permits shall be located within a 500 foot radius of each other without the approval of a special exception use by the Zoning Board of Appeals. Simply put, if a new applicant applied for STR 'Type-B' permit, and there were already 3 existing STR permits within 500 feet, this proposed application would require Special Exception use approval before it was approved.
- **Discretion of the Executive Director.** At any time during the review process, the Executive Director may determine that administrative approval is not appropriate and that special exception use approval shall be required.
- **Exceptions.** Only 'Type B' permit applications have STR distance requirements. No Short-Term Rental Permit 'Type A' application would be subject to distance requirement under this Code, nor will any approved Short-Term Rental Permit 'Type A' property trigger any distance requirements for a proposed Short-Term Rental Permit 'Type B' application.
- **Exemptions.** Short-Term Rental Permit 'Type A' and 'Type B-1' applications located within the D-1 Zoning District are exempt from any distance requirements for short-term rentals. However, any proposed short-term rental property located within any zoning district which requests the total number of allowable overnight guests to exceed ten (10) adults shall require special exception use approval.
- **Special Exception Use Approval Standards of Short-Term Rentals.** Currently, the only 'approval standards' for Special Exception Use are found in Section 16.6 of this Code, and do not address the special use of Short-Term Rentals. These standards quantify those needs by specifically looking at health and safety, land use, neighborhood impact, parking conditions, how to contact the host if there are problems and, finally, whether the neighbors were properly notified that a STR application was applied for and that a letter and/or flier was distributed to neighbors within a 500-foot radius of the short-term rental property address containing the operating license number and owner or representative contact information.