

**METROPOLITAN PLANNING COMMISSION**

City of Shreveport | Caddo Parish

505 Travis Street, Suite 440

Shreveport LA 71101

www.shreveportcaddompc.com

**STAFF REPORT - CITY OF SHREVEPORT AND CADDO PARISH**

NOVEMBER 6, 2019

**AGENDA ITEM NUMBER: 9****MPC Staff Member:** Adam Bailey**City Council District:** All Districts**Parish Commission District:** All Districts

**CASE NUMBER:** 19-439-C & 19-320-P: City of Shreveport UDC and Caddo Parish UDC Amendments  
**APPLICANT:** METROPOLITAN PLANNING COMMISSION  
**REQUEST:** Code Text (Ordinance) Amendments to the UDC

**DESCRIPTION:** The Unified Development Code (UDC) serves as the official land use and development regulatory ordinance for both the City of Shreveport and Caddo Parish. Periodically, revisions are required to reflect the changing nature of business in our community.

These proposed amendments are intended to be more user-friendly, with regard to various house-keeping and corrective changes due to oversight, grammatical mistakes, contradictions, or missing items. New uses are being added, while some are being amended, to address innovations made for unforeseen industry shifts. In addition, many provisions are being added, amended, and/or deleted to be more restrictive and/or disallowed.

This staff report describes in detail the proposed amendments to both the City of Shreveport UDC and Caddo Parish UDC. A memorandum has also been posted on the MPC website for public review and comments.

**BACKGROUND:** The Planning Commission discussed these proposed code text amendments at its October 2, 2018 work session and was generally supportive of the proposed changes.

**REMARKS:** The Shreveport Unified Development Code (UDC) was implemented in May of 2017; the Caddo Parish Unified Development Code (UDC) was implemented in December of 2017. The purpose of the UDC was to update, consolidate, and reformat the former subdivision and zoning regulations. It was acknowledged that upon adoption that additional corrections and policy amendments to these regulations would be forthcoming in the future. Staff is proposing the following amendments at this time:

- Amending various use definitions in *Article 2*.
- Amending a *Table 4-4* in *Article 4*.
- Amending various use definitions, as well as updating the *Table 5-1* in *Article 5*.
- Amending various use standards in *Article 6*.
- Amending various on-site development standards for *Article 7*.
- Amending various use parking provisions, as well as amending *Figure 8-1* and *Table 8-1* in *Article 8*.
- Amending various sign provisions in *Article 9*.
- Amending various zoning application approval processes in *Article 16*.



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**Staff is proposing the following amendments to *both* the Shreveport and Caddo Parish UDC:**

**Amendment 1.**

**Add new general definition ‘Building Footprint’ in Article 2.** New definition clarifies the exact meaning of Building Footprint.

**Amendment 2.**

**Add new general definition ‘Commercial Vehicle’ in Article 2.** New definition need to define a commercial vehicle. Supplements with the new overnight parking regulations.

**Amendment 3.**

**Amend general definition ‘Recreational Vehicle’ in Article 2.** Amend definition supplements with the new overnight parking regulations.

**Amendment 4.**

**Add new general definition ‘Trailer’ in Article 2.** Definition does not currently exist.

**Amendment 5.**

**Amend a portion of Table 4-4 in Article 4.** Language added to reduce the prominent presence of blank walls along public right-of-way.

**Amendment 6.**

**Amend the Use Matrix. Add the following new principle uses: Educational Facility – University or College/Vocational School.** The term “Vocational” replaces “Technical” in ‘Educational Facility – University or College/Vocational School’ to allow for a broader definition of school facilities.

**Amendment 7.**

**Add new use definition ‘Amusement Facility – Indoor’ in Article 5.** Amended definition coordinates with the City’s updates to Chapter 10 and is more in line with the State’s regulations.

**Amendment 8.**

**Amend use definition ‘Educational Facility - University or College / Vocational School’ in Article 5.** The term “Vocational” replaces “Technical” in ‘Educational Facility – University or College/Vocational School’ to allow for a broader definition of school facilities.

**Amendment 9.**

**Amend use standard ‘Food Truck and Trailer Vendor’ in Article 6.** This amended language allows authorizes the Shreveport Police Department, as well as the Shreveport Fire Department, to issue citations for food truck and trailer vendor who are in violation. Such violations shall be paid in the same manner as provided for offenders of local traffic violations.

**Amendment 10.**

**Add new provision to the use ‘Salvage Yard and Storage Yard – Outdoor and Contractor Office’ in Article 6.** Amended language creates an Executive Director waiver that aligns with similar UDC Amendments in regards to frontage/ROW screening and landscape buffers.



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#### **Amendment 11.**

**Amend standard for ‘Home-Based Business’ in Article 7.** Language allowing home-based business’ signage needs to be removed. Past zoning enforcement cases reflect visual clutter and multiple violations from signage. This amendment prohibits any signage for a home-based business.

#### **Amendment 12.**

**Amend standard for Home-Based Business in Article 7.** This sentence was overlooked in a previous amendment case and needs to be deleted. Day care homes are not regulated by the MPC.

#### **Amendment 13.**

**Amend a portion of Figure 8-1 in Article 8.** Current standard of 18’ which is too short for parallel parking. Text amended to be applicable to one-way traffic.

#### **Amendment 14.**

**Amend a portion of Table 8-1 in Article 8.** Educational Facility parking space requirements needs updating to lower the square feet requirement for vehicle spaces.

#### **Amendment 15**

**Amend a portion of Table 8-1 in Article 8.** Bicycle space requirement changed to better reflect the needs of a City the size of Shreveport, specifically for residential care facilities.

#### **Amendment 16.**

**Amend standard for Single-Family – Detached or Attached and Two-Family Dwelling Residential Driveways in Article 8.** Revised language removes driveway tapering requirement. Amended language will allow for a residential driveway—one that provides access to a detached or attached garage—to have a maximum width of 22 feet. The current limit was 12’.

#### **Amendment 17.**

**Amend standard for Multi-Family Dwellings, Townhouse and Non-Residential Driveways in Article 8.** Amended league updated to meet fire department requirements.

#### **Amendment 18.**

**Amend general definition of Storage of Trailers and Recreational Vehicles in Article 8.** Amended language corrects inconsistencies in the UDC in regards to storage of personal vehicles and trailers. Legal provided updated language to better help with the enforcement of the Code. Section title changed to coincide with these updates.

**Amendment 19. Add new section Parking Overnight in Article 8.** New section restricts any commercial vehicle or recreational vehicle from parking on non-residential private property in the City of Shreveport between the hours of 9 p.m. and 9 a.m. This provision does not apply to truck stops, truck dealerships, truck repair, freight services and warehousing, industrial facilities, and heavy retail, rental, and service establishments; nor does it apply to the parking lots of hotels, motels or other establishments providing overnight accommodations, meals, and other services for travelers between the hours of 9 p.m. and 9 a.m.

**Amendment 20. Amend provision of Prohibited Signs in Article 9.** These new provisions allow portable reader-boards—though still a prohibited sign—to be allowed on a temporary basis to identify a business if there is no other identifying sign on premise.



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#### **Amendment 21.**

**Add new subsection *Signs* in Article 9.** Amended language brings the UDC to be congruent with the 2018 International Zoning Code.

#### **Amendment 22.**

**Amend provision for *Exemption of Alteration and Maintenance Operations* in Article 9.** Language amended for clarity and to correct inconsistencies in the Code.

#### **Amendment 23.**

**Amend standard for *Freestanding Sign* in Article 9.** Language amended for clarity and to correct inconsistencies in the Code.

#### **Amendment 24.**

**Amend a portion of Table 9-3 in Article 9.** Language amended for clarity and to correct inconsistencies in the Code, specifically as it pertains to pole sign height.

#### **Amendment 25.**

**Add new condition of *Portable Reader-Board - Temporary* in Article 9.** These new provisions allow portable reader-boards—though still a prohibited sign—to be allowed on a temporary basis to identify a business if there is no other identifying sign on premise.

#### **Amendment 26.**

**Amend provision to *Billboards* in Article 9.** This amendment requires that any piece of property that has been rezoned within the past twenty four months shall obtain both an approved site plan and an active building permit—for any use other than a billboard —before a sign application for a static or electronic billboard will be accepted.

#### **Amendment 27.**

**Amend provision to *Classic Signs* in Article 9.** This amendment establishes that an inventory of all designated classic signs located in the City and/or Parish will be kept at the Office of the Metropolitan Planning Commission. This amendment was recommended in February 2019 but inadvertently was never sent to City Council.

#### **Amendment 28.**

**Amend conditions of *Action by City Council* in Article 16.** Amended language, concerning the appeal of a Special use Permit, would allow City Council the following decisions: affirm, modify, overrule/reverse or remand back to the Metropolitan Planning Commission. This amendment was requested from a City Council Member.

**Amendment 29. Add new condition of *Modifications to Approved Final Site Plans* in Article 16.** New language allows the Executive Director to approved modifications to an approved site plan for expansion of a principal structure of less than 25%.

**Amendment 30. Amend conditions of *Action by the Metropolitan Planning Commission* in Article 16.** This amendment would require the City Engineer to provide a recommendation to the MPC Board for all PUD applications—specifically as it relates to publicly dedicated streets and their specifications.



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**FINDINGS:** MPC staff recommends the following findings based on a balancing of these standards pertaining to the proposed code text amendments.

1. **The extent to which the proposed amendment promotes the public health, safety, and welfare.** *The proposed text amendments protect the public health, safety, and general welfare.*
  2. **The consistency of the proposed amendment with the Master Plan and any adopted land use policies.** *The proposed code text amendments implement the policies of the Master Plan.*
  3. **The consistency of the proposed amendment with the intent of this Code.** *The proposed code text amendments are consistent with the general purpose and intent of the Unified Development Code, as well as other provisions in the Shreveport City Code, as the proposed amendments correct errors and inconsistencies in the Code.*
  4. **Whether the proposed amendment corrects an error or omission, adds clarification to existing requirements, or reflects a change in policy.** *The proposed amendments correct errors and inconsistencies, add clarifications in the Code and clarify the standards of the Code that are used to implement the policies of the Master Plan.*
  5. **The extent to which the proposed amendment creates nonconformities.** *The proposed amendments do not create any nonconformities.*
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- ATTACHMENTS:**
- Exhibit “A” for memorandum describing these amendments;
  - Exhibit “B” for revised Use Matrix;
  - Exhibit “C” for revised for Table 9-3.
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**STAFF RECOMMENDATION:** MPC staff recommends approval of these code text (ordinance) amendments, barring any pertinent comments and recommendations based on the City Attorney’s review, for both the adopted City of Shreveport UDC and Caddo Parish UDC.

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**PUBLIC ASSESSMENT:** There was no opposition or support present.

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**MPC BOARD RECOMMENDATION:** The Board voted 7-0 to recommend these amendments for approval, with the exception of Article 4 Table 4-4 “Fenestration Design”

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