

Planning and Zoning Commission  
*Caddo Parish*

# **PZC Application Information**

Deadline Dates and Other Information for PZC Application Submittals

## **Land Development Division**

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

[www.shreveportcaddompc.com](http://www.shreveportcaddompc.com)



## PZC APPLICATION INFORMATION FOR 2026

### **FILING DATE**

December 9, 2025  
January 14, 2026  
February 10, 2026  
March 10, 2026  
April 14, 2026  
May 12, 2026  
June 9, 2026  
July 14, 2026  
August 11, 2026  
September 8, 2026  
October 13, 2026  
November 10, 2026  
December 8, 2026

### **MEETING DATE**

January 28, 2026  
February 25, 2026  
March 25, 2026  
April 22, 2026  
May 27, 2026  
June 24, 2026  
July 22, 2026  
August 26, 2026  
September 23, 2026  
October 28, 2026  
November 25, 2026  
December 23, 2026  
January 27, 2027

### **APPLICATION INFORMATION:**

- Any application not having all of the required information (please refer to your PZC application packet) by 5:00 P.M. on the filing date will not be accepted by MPC staff.
- **A pre-application meeting is required (prior to the submittal of) all Site Plan and Planned Unit Development (PUD) applications.** It is recommended that you schedule the pre-application meeting with an MPC Planner **at least three weeks in advance of the filing deadline** in order to assess the accuracy and completeness of your request and required submittal documents. Failure to do so may result in a significant delay in scheduling your application for MPC Board consideration.
- The application filing fee is **non-refundable** unless the application is withdrawn within the same week it was filed. All withdrawals must be submitted in writing (letter or email) to the MPC staff.

### **ZONING AND PUD INFORMATION:**

- All **Rezoning and PUD cases are recommendations only from the PZC Board** and are not final until the appropriate governing body has taken action. Please be advised that this process typically takes from 60 to 90 days.

### **APPEALS:**

- All PZC Decisions are subject to appeal to the appropriate governing body.
- For cases appealed to the Parish Commission. **There is no fee for appeals by an aggrieved party in the Parish.**
- The appeal period starts the day after the decision is made by the PZC Board and runs for 10 calendar days.



## **PZC APPLICATION INFORMATION FOR 2026**

### **APPEAL CONTACT INFORMATION:**

**PARISH CASES**      Appealed to the Caddo Parish Commission at 505 Travis St., Suite 110  
(1st Floor of Government Plaza). Please call 318-226-6596.

### **IMPORTANT CONTACT INFORMATION:**

**PERMITS.** Building Permits can be obtained at 505 Travis St., Suite 130, (1<sup>st</sup> Floor Government Plaza).  
Please call 318-673-6100.

**CERTIFICATES OF OCCUPANCY.** A Certificate of Occupancy can be obtained at 505 Travis St., Suite 130,  
(1<sup>st</sup> Floor Government Plaza). Please call 318-673-6442.

**CADDO PARISH HEALTH DEPARTMENT.** Authorization for food sales and for all septic tanks. Please call 318-676-5222.

**FLOODPLAIN AND FLOODWAY INFORMATION.** Please call City Engineering at 318-673-6000 or Parish Public Works at  
318-226-6930.