

RECOMMENDED UDC CODE TEXT AMENDMENTS.

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 various housekeeping and corrective changes due to oversight, contradictions, or missing items.

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

1. **Amend definition "Aggrieved Party" in ARTICLE 2. DEFINITIONS AND RULES OF MEASUREMENT, SECTION 2.3. DEFINITION OF GENERAL TERMS in the Shreveport UDC.**

2.3 DEFINITION OF GENERAL TERMS

* * * * *

Aggrieved Party. In the context of an appeal of a decision, an aggrieved party is any person(s) or entity(s) who are able to demonstrate that their property will be injured by a decision regarding a text (code) or map amendment (zoning change), administrative special use permit or special use permit, variance, special exception use, administrative exception, planned unit development, conditional zoning, sign permit, zoning interpretation, temporary use permit, zoning appeal, or subdivision preliminary or final plat.

* * * * *

2. **Amend ARTICLE 3. ZONING DISTRICTS AND ZONING MAP, SECTION 3.1. ZONING DISTRICTS, SUBSECTION 3.1.G Special Development Types in the City of Shreveport UDC.**

3.1 ZONING DISTRICTS

G. Special Development Types

Planned unit developments and conditional zoning are included in this Code in Article 16 as a special type of development. Article 16 describes ~~two types of planned unit developments~~: a general planned unit development (PUD), which must be a minimum of five acres, and ~~a small planned unit development (SPUD), which may be less than five acres in area and is planned all in one stage conditional zoning, which allows for certain land uses to be permitted in a specific area, but only under certain conditions.~~ Planned unit developments and ~~small planned unit developments~~ conditional zoning are not zoning districts but rather special approvals.

3. **Amend ARTICLE 4. ZONING DISTRICT REGULATIONS, SECTION 4.1. GENERAL ZONING DISTRICT REGULATIONS, SUBSECTION 4.1.F in the City of Shreveport UDC.**

4.1 GENERAL ZONING DISTRICT REGULATIONS

All development on a zoning lot is subject to the standards of this Article for the applicable zoning district and the standards of this Code, including, but not limited to:

- A. Article 7 for additional on-site development standards and requirements, such as exterior lighting, accessory structures and uses, and permitted encroachments.
- B. Article 8 for off-street parking and loading standards and requirements.
- C. Article 9 for sign standards.
- D. Article 10 for landscape and tree preservation standards and requirements.
- E. Article 11 for stormwater management standards and requirements.
- F. Article 16 for planned unit development or conditional zoning district approvals.
- G. Article 4 and Article 21 for Historic Preservation Overlay District (HPOD) standards, requirements, process and procedures.

4. Amend ARTICLE 4. ZONING DISTRICT REGULATIONS, SECTION 4.8. SPECIAL DEVELOPMENT TYPES in the City of Shreveport UDC.

4.8 SPECIAL DEVELOPMENT TYPES

~~Planned unit developments are included in this Code in Article 16 as a special type of development. The planned unit development technique is intended to encourage and allow more creative and flexible development of land than is possible under base district zoning regulations. Planned unit development is a special approval granted under the provisions of Article 16. Planned unit developments are of two types: a planned unit development (PUD), which must be a minimum of five acres, and a small planned unit development (SPUD), which may be less than five acres in area and is planned all in one stage. Planned unit developments (PUD) and small planned unit development (SPUD) are not zoning districts but rather special approvals.~~

Planned unit developments and conditional zoning districts are included in this Code in Article 16 as a special type of development. Article 16 describes both a planned unit development (PUD), which must be a minimum of five acres, and conditional zoning (CZ), which allows for certain land uses to be permitted in a specific area, but only under certain conditions. Planned unit developments and conditional zoning districts are not zoning districts but rather special development approvals.

5. Amend use standard "Liquor Sales" to ARTICLE 6. USE STANDARDS, SECTION 6.1. PRINCIPAL USE STANDARDS, SUBSECTION 6.1.X in the Shreveport UDC.

6.1 USE STANDARDS

* * * * *

X. Liquor Sales

1. All liquor sales, as defined in this Code, must comply with the requirements of this Code, Chapter 10 of the Shreveport Code of Ordinances, as well as all other applicable ordinances, statutes, rules and regulations of the City and State of Louisiana. Note: Liquor sales, as defined in this Code, may be subject to State law public habitable floor area square footage requirements. Cross reference – La. R.S. 26:271.3.
2. In addition to site plan requirements, the following elements of operation will be considered:
 - a. The size, location, and configuration of the establishment.
 - b. Days and hours of operation.
 - c. A security plan.
 - d. Exterior lighting design.
3. Any establishment with liquor sales must be located no closer than 200 feet from any residential zoning district, as measured from the nearest point of the lot line on which such use is proposed to be located to the nearest point on the lot line from any residential zoning district.
4. Any establishment with liquor sales must be located no closer than 1,000 feet from any other existing establishment with liquor sales, as measured from the nearest 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 use is located.
5. Liquor sales cannot be part of any ordinance relief request that is associated with any Planned Unit Development (PUD) or ~~Small Planned Unit Development (SPUD)~~ Conditional Zoning District (CZD) application.
6. Liquor Sales that are an accessory use to another principal use such as a retail goods establishment will be treated as a principal use for the purposes of this code and shall comply with the use matrix for allowable district locations for Liquor Sales. Liquor Sales as an accessory use shall also comply with all the use standards for Liquor Sales as described in this section.
7. A variance shall not be requested and granted to provide relief to any distance requirement for liquor sales by this subsection.
8. Any permit, certificate of occupancy, or other approval required by this UDC for liquor sales shall expire if the operation of said use ceases for a continuous period of ninety (90) days by discontinuation or abandonment.

6. Amend ARTICLE 10. LANDSCAPE AND TREE PRESERVATION, SECTION 10.1. LANDSCAPE PLAN APPROVAL the Shreveport UDC as follows:

10.1 LANDSCAPE PLAN APPROVAL

* * * * *

A. Required Submittals

1. A landscape plan is required as part of a site plan review application for townhouse, multi-family, or non-residential, including mixed-use development and as part of the preliminary site plan application for a planned unit development, [or site plan submittal for conditional zoning district approval](#). The landscape plan must be approved prior to the issuance of a building permit. Landscape plans must be prepared by a landscape architect, architect or civil engineer licensed in Louisiana. The landscape plan must meet the standards set forth in this Article and bear the landscape architects, architects or civil engineer's seal and signature.

* * * * *

D. Changes to Approved Landscape Plans

1. Changes to the landscape plan that result in a reduction or addition in the net amount of plant material as specified on the approved landscape plan may be approved by the Executive Director.
2. Changes to a landscaping plan that results in a reduction in the net amount of plant material pertaining to special use permits, ~~Small Planned Units Developments (SPUD), and~~ Planned Unit Developments (PUD), [and Conditional Zoning Districts \(CZD\)](#) must be approved by the decision making body granting approval. If the net amount of required plant material is not reduced, the modified landscape plan may be approved administratively by the Executive Director.

* * * * *

F. Waiver of Landscape Requirements

1. The Executive Director has the authority to grant a waiver for any landscaping requirement contained in this Code. Applications subject to discretionary review (i.e., special use permit, planned unit development, ~~small planned unit development~~ [conditional zoning](#), etc.) may not apply for a waiver of landscape requirements, unless the condition of a waiver is specifically identified within the provisions of a specific use (i.e., wireless telecommunication facility).

* * * * *

7. Amend ARTICLE 10. LANDSCAPE AND TREE PRESERVATION, SECTION 10.9. NON-RESIDENTIAL DISTRICT AND USE LANDSCAPE REQUIREMENTS in the Shreveport UDC as follows:

10.9 NON-RESIDENTIAL DISTRICT AND USE LANDSCAPE REQUIREMENTS

These landscape requirements standards apply to all non-residential districts and uses. Parking lots are subject to the requirements of this section, whether accessory or principal. A planned unit development [or a conditional zoning district](#) that contains landscape standards is regulated by the standards of the [approved](#) planned unit development [or conditional zoning district, as applicable](#).

* * * * *

8. Amend ARTICLE 10. LANDSCAPE AND TREE PRESERVATION, SECTION 10.10. RESIDENTIAL DISTRICT AND USE LANDSCAPE REQUIREMENTS in the Shreveport UDC as follows:

10.10 RESIDENTIAL DISTRICT AND USE LANDSCAPE REQUIREMENTS

These landscape requirements standards apply to all non-residential districts and uses. Parking lots are subject to the requirements of this section, whether accessory or principal. A planned unit development [or a conditional zoning district](#) that contains landscape standards is regulated by the standards of the [approved](#) planned unit development [or conditional zoning district, as applicable](#).

* * * * *

9. Amend ARTICLE 10. LANDSCAPE AND TREE PRESERVATION, SECTION 10.11. PLANNED UNIT DEVELOPMENT LANDSCAPING REQUIREMENTS in the Shreveport UDC as follows:

10.11 PLANNED UNIT DEVELOPMENT AND CONDITIONAL ZONING DISTRICT LANDSCAPING REQUIREMENTS

An approved planned unit development (PUD) or conditional zoning district (CZD) that contains landscape standards is controlled by the regulations of either the approved planned unit development or conditional zoning district. Where the planned unit development or conditional zoning district does not contain specific landscape standards, the landscape standards of the underlying zoning district, as described in this Article, apply. However, the following exceptions apply to planned unit developments and conditional zoning districts. ~~These do not apply to small planned unit developments (SPUD).~~

- A. For all non-residential and multi-family PUDs or CZDs, a minimum 30 foot wide buffer yard is required around the entire perimeter of a planned unit development whenever the lands abutting the planned unit development or conditional zoning district are zoned for residential purposes. Landscaping and other screening features such as berms and/or fencing must be established within the required buffer area to provide a solid screen separating the development site from adjoining properties. No structures, parking, or outdoor storage is permitted in a required buffer area, although trail systems and walkways may be allowed, provided that solid screening is in place within the remaining buffer area.
- B. A minimum 20 foot wide buffer yard is required around the common perimeter of a planned unit development or conditional zoning district, whenever the lands abutting the PUD or CZD are zoned for non-residential purposes. The buffer must be continuous in nature, except in those locations where shared parking and/or shared access or utility connections are necessary, or when critical areas extend beyond the PUD or CZD boundaries to adjacent parcels.
- C. Maintenance responsibilities for the buffer area must be clearly identified in the preliminary application. All buffer area restrictions must be clearly noted on the preliminary and final site plan, as well as on the preliminary and final plat, to advise potential lot purchasers/lessees of said buffer restrictions and their individual responsibilities.
- D. During the preliminary site plan review process, the Metropolitan Planning Commission may reduce the width of the landscape edge upon a finding that the full landscape requirement would prevent a property's reasonable development in a safe, efficient manner.

10. Amend ARTICLE 14. CODE ADMINISTRATORS, SECTION 14.2. METROPOLITAN PLANNING COMMISSION in the Shreveport UDC as follows:

14.2 METROPOLITAN PLANNING COMMISSION

The Metropolitan Planning Commission has the following specific powers pursuant to this Code:

- A. To make recommendations on zoning text and map amendment applications.
- B. To make final decisions on special use applications.
- C. To make recommendations planned unit development and conditional zoning district applications.
- D. To make final decisions on site plan reviews when required by this Code.
- E. To make final decisions on appeals of site plan reviews conducted by the Executive Director.
- F. To make final decisions on subdivisions.
- G. To make final decisions on temporary use permits when required by this Code.

11. Amend ARTICLE 14. CODE ADMINISTRATORS, SECTION 14.3. CITY COUNCIL in the Shreveport UDC as follows:

14.3 CITY COUNCIL

The City Council has the following specific powers pursuant to this Code:

- A. To make final decisions on zoning map amendment applications for lots within the City of Shreveport.
- B. To make final decisions on zoning text amendment applications.

- C. To make final decisions on appeals of the approval or denial of special use applications for lots within the City of Shreveport.
- D. To make final decisions on planned unit development [and conditional zoning district](#) applications for lots within the City of Shreveport.
- E. To make final decisions on appeals of the approval or denial of temporary use permit applications within the City of Shreveport.

12. Repeal-and-Replace TABLE 15-1: SUMMARY OF APPLICATION ACTIONS in ARTICLE 15. APPLICATION PROCEDURES in the Shreveport UDC.

[Note (1): See Exhibit "C" for revised TABLE 15-1: SUMMARY OF APPLICATION ACTIONS]

13. Repeal-and-Replace TABLE 15-2: REQUIRED NOTICE in ARTICLE 15. APPLICATION PROCEDURES in the Shreveport UDC.

[Note (2): See Exhibit "D" for revised TABLE 15-2: REQUIRED NOTICE]

14. Amend "Modification or Amendment to Preliminary Site Plan" in ARTICLE 16. ZONING APPLICATION APPROVAL PROCESSES, SECTION 16.8. SITE PLAN REVIEW, SUBSECTION 16.8.G.2.h. in the Shreveport UDC.

16.8 Site Plan Review

* * * * *

G. Preliminary Site Plan

* * * * *

2. Preliminary Site Plan Application Procedure and Requirements

* * * * *

h. Modification or Amendment to Preliminary Site Plan

The Executive Director may approve minor amendments to the site plan, ~~an approved preliminary site plan for a small planned unit development (SPUD) and~~ an approved final site plan for a planned unit development (PUD), [or an approved final site plan for a conditional zoning approval \(CZD\)](#), provided the amendment conforms to the following standards:

* * * * *

15. Amend "Final Site Plan Application Submittal" in ARTICLE 16. ZONING APPLICATION APPROVAL PROCESSES, SECTION 16.8. SITE PLAN REVIEW, SUBSECTION 16.8.H.2.b. in the Shreveport UDC.

16.8 Site Plan Review

* * * * *

H. Final Site Plan

* * * * *

2. Final Site Plan Application Procedure and Requirements

* * * * *

b. Final Site Plan Application Submittal

An applicant who has received approval of a preliminary site plan may submit a final site plan for approval by the Executive Director or, in the case of a special use permit ~~or a small planned unit development (SPUD)~~, the Metropolitan Planning Commission. This application shall include the information listed on the Final Site Plan Application Form and Checklist, which shall be created and maintained by the Executive Director.

* * * * *

16. Repeal-and-Replace "SECTION 16.9. PLANNED UNIT DEVELOPMENTS AND SMALL PLANNED UNIT DEVELOPMENTS" in ARTICLE 16. ZONING APPLICATION APPROVAL PROCESSES in the Shreveport UDC. The replaced section will be labeled "PLANNED UNIT DEVELOPMENTS".

Note (3): See Exhibit "E" for revised Section 16.9]

17. Add new section "CONDITIONAL ZONING DISTRICTS" in ARTICLE 16. ZONING APPLICATION APPROVAL PROCESSES in the Shreveport UDC. The new section will be labeled "16.10". All subsequent sections will need to be renumbered accordingly.

Note (4): See Exhibit "F" for new Section 16.10]

18. Amend "Preliminary Plat" in ARTICLE 17. Subdivision Approvals, SECTION 17.4. SITE PLAN REVIEW, SUBSECTION 17.4.E. in the Shreveport UDC.

17.4 Preliminary Plat

* * * * *

E. Final Site Plan

Some applications for a preliminary plat, with the exception of the application types listed below, may be required to include a Neighborhood Participation Plan (NPP) report. Until all required NPP documents are submitted to MPC staff, the application for a preliminary plat will not be deemed complete. All requirements for the NPP program are described in Section 15.4 (Neighborhood Participation Plan). Exceptions of applications that do not have to participate in the Neighborhood Participation Meeting Program include when:

1. The subject property has been the subject of a zoning change within the previous twelve months of application submittal.
2. The subject property is a part of an approved Planned Unit Development ~~/- Small Planned Unit Development~~ or conditional zoning district.
3. The number of lots being considered for approval is less than 30 units.

* * * * *