



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

APRIL 3, 2019

AGENDA ITEM NUMBER: 19

MPC Staff Member: Adam Bailey

City Council District: All Districts

Parish Commission District: All Districts

CASE NUMBER: C-36-19 & P-12-19: 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 changes address innovations made for unforeseen industry shifts.

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 to address innovations made for unforeseen industry shifts. In addition, some current allowable land uses that were once permitted are being amended 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.

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 *Table 5-1: Use Matrix*;
- Amending various use definitions, as well as adding new uses to *Article 5. Uses*;
- Amending various use standards, as well as adding new use standards to in *Article 6. Use Standards*;
- Amending *Table 8-1 in Article 8. Off-Street Parking And Loading*;



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

Amend the Use Matrix. Amendments 1: C-36-18 and P-12-18. *New uses to include Commissary, Food Truck Park, and Commercial Facility For Pop-Up Use; uses to be deleted include Food Truck Park - Major and Food Truck Park - Minor.* Commissary supplements the new uses Mobile Food Vendor and Mobile Food Park. Some of these uses, while new in name, are being renamed for clarity and best practices. Food Truck Park - Major and Food Truck Park - Minor is being renamed to Mobile Food Park. Pop-Up Commercial Use was inadvertently placed in the Temporary Use column, when it should have been placed as a principal use. It, too, is being renamed for clarity and best practices. ***New temporary uses include Food Truck and Trailer Vendor, Temporary Sale of Non-Seasonal Merchandise and Temporary Seasonal Sales; temporary uses to be deleted include Food Truck Vendor, Temporary Outdoor Sales and Temporary Pop-Up Use.*** Food Truck or Trailer Vendor is being renamed for clarity and best practices (formerly Food Truck Vendor). Temporary Pop Use was inadvertently placed in the Temporary Use column, when it should have been placed as a Principal Use; it is being renamed to Commercial Facility For Pop-Up Use. Temporary Outdoor Sales was restructured and renamed to Temporary Sale of Non-Seasonal Merchandise and Temporary Seasonal Sales. These two new temporary uses offer a better understanding of the multitude of seasonal sales.

Add new use definition *Beverage Service Facility, Portable* in Article 5. Amendment 2: C-36-19 and P-12-19. This definition, previously undefined, supplements the new standards for *Temporary Seasonal Sales*. The definition clearly defines snow cone facilities or similar portable beverage facilities.

Add new use definition *Commissary* in Article 5. Amendment 3: C-36-19 and P-12-19. This definition, previously undefined, supplements the new uses *Food Truck and Trailer Vendor* and *Food Truck Park*. A commissary is a commercial kitchen where food service providers can go to store, cook, and prepare foods. Typical use for a commissary would be for commercial mobile food vendors, bakeries, and caterers.

Delete the use definition *Food Truck Park - Major, Food Truck Park - Minor and Food Truck Vendor* and replace with *Food Truck Park* in Article 5. Amendment 4: C-36-19 and P-12-19. This revised definition aims to bring greater consistency between the City, MPC and Caddo Parish Health Unit regulations regarding mobile food vending by providing for similar definitions of key terms, providing for more oversight of for food truck and trailer vendors by verifying City permits, and by providing for agreed upon operational requirements that serve to promote the health and safety of the general public.

Delete the use definition *Food Truck Vendor* and replace with *Food Truck and Trailer Vendor* in Article 5 in Article 5. Amendment 5: C-36-19 and P-12-19. This revised definition aims to bring greater consistency between the City, MPC and Caddo Parish Health Unit regulations regarding mobile food vending by providing for similar definitions of key terms, providing for more



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oversight of for food truck and trailer vendors by verifying City permits, and by providing for agreed upon operational requirements that serve to promote the health and safety of the general public.

Amend definition for *Reception Facility* in Article 5. Amendment 6: C-36-19 and P-12-19. This amendment allows a *Commissary* to be a secondary use to a *Reception Facility*. A *Commissary* is a commercial kitchen where food service providers can go to store, cook, and prepare foods. Typical use for a *Commissary* would be for commercial mobile food vendors, bakeries, and caterers.

Amend definition for *Restaurant* in Article 5. Amendment 7: C-36-19 and P-12-19. This amendment allows a *Commissary* to be a secondary use to a *Resturant*. A *Commissary* is a commercial kitchen where food service providers can go to store, cook, and prepare foods. Typical use for a *Commissary* would be for commercial mobile food vendors, bakeries, and caterers.

Amend definition for *Specialty Food Service* in Article 5. Amendment 8: C-36-19 and P-12-19. This amendment allows a *Commissary* to be a secondary use to a *Specialty Food Service*. A *Commissary* is a commercial kitchen where food service providers can go to store, cook, and prepare foods. Typical use for a *Commissary* would be for commercial mobile food vendors, bakeries, and caterers.

Delete the use definition *Temporary Pop-Up Commercial Use* and replace with *Commercial Facility Pop-Up Use* in Article 5. Amendment 9: C-36-19 and P-12-19. For clarity *Pop-Up Commercial Uses* are being proposed as a Principal Use (not Temporary Use) in order to accommodate certain commercial uses that are temporary or seasonal in nature. Any use allowed within a pop-up commercial facility must be a permitted use within the zoning district as identified on the Use Matrix and shall meet the requirements outlined in Article 6.1 Use Standards.

Delete the use definition *Temporary Outdoor Entertainment* and replace with *Temporary Outdoor Event* in Article 5. Amendment 10: C-36-19 and P-12-19.To address *Temporary Outdoor Events*, the name, as well as the definition, has been redefined to clarify the use and operational standards for these temporary events.

Add new use standard *Commercial Facility for Pop-Up Uses* to Article 6. Amendment 11: C-36-19 and P-12-19. For clarity *Commercial Facility Pop-Up Use* is a facility being proposed as a Principal Use (not Temporary Use) in order to accommodate certain commercial uses within the facility that are temporary or seasonal in nature. Any pop-up use within the facility must be an allowable principal use within the zoning district where the commercial facility is located, as identified on the Use Matrix and shall meet the requirements outlined in Article 6.1 Use Standards.

Replace in its entirety the use standard of *Food Truck Park – Major* and *Food Truck Park Minor* and replace with new use standard *Mobile Food Vendor* in Article 6. Amendment 12: C-36-19 and P-12-19. This amendment supplements the changes to *Food Truck Park – Major* or *Minor*, as those uses are being renamed to *Mobile Food Park*. *Mobile Food Parks* would no longer



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be separated into two categories, and would require special use permit approval in all commercial and industrial districts. All Mobile Food Parks must abide by standards including, but not limited to, providing for accessible restrooms within 500 feet, an on-site manager, and improved parking surfaces for mobile food vendors. Parking requirements for Mobile Food Parks are a minimum of two spaces per unit. Mobile Food Parks could serve alcohol from fixed locations if they abide by [Chapter 10 of the Shreveport Code of Ordinances/Chapter 4 of the Caddo Parish Code of Ordinances], as well as all other applicable ordinances, statutes, rules and regulations of the [City/Parish] and State of Louisiana. Mobile Food Parks must be a least 100 feet from another Mobile Food Park and where adjacent to residential property, must provide for a bufferyard. This is necessary to protect the public health and safety by addressing such issues as pedestrian safety, traffic, parking, sanitation and density.

Amend introductory paragraph to Article 6.2 Temporary Use Standards. *Amendment 13: C-36-19 and P-12-19.* This language clarifies that certain temporary uses may require additional information as part of the application process to for purposes of protecting the health, safety, and welfare of the community and/or mitigating potential impacts to surrounding property owners, intended to ensure that such uses or structures do not negatively affect adjacent land, are discontinued upon the expiration of a set time period, and do not involve the construction or alteration of any permanent building or structure.

Replace in its entirety the temporary use standard of *Food Truck Vendor* and replace with new use standard *Food Truck and Trailer Vendor* in Article 6. *Amendment 14: C-36-19 and P-12-19.* Mobile food vendors are defined as vehicle establishments that are designed to be readily moveable from which food is sold or served. The term includes, but is not limited to, a commercially manufactured vehicle. A commercially-manufactured vehicle means a vehicle that was originally manufactured for the use as a mobile food preparation vehicle. These standards offer minor tweaks to the regulations to allow mobile food vendors to operate on other commercial and industrial properties while not at Mobile Food Park, provided they are on private property or City-owned property, require approval of a temporary use permit, obtain an annual mobile food vendor permit issued through the City's Director of Finance and comply with the operational requirements in Chapter 42 of the Shreveport City Code.

Replace in its entirety the temporary use standard of *Temporary Outdoor Entertainment* and replace with new temporary use standard *Temporary Outdoor Events* in Article 6. *Amendment 15: C-36-19 and P-12-19.* To address *Temporary Outdoor Events*, the name, as well as the definition, has been redefined to clarify the use and operational standards for these temporary events.

Delete temporary use standard of *Temporary Outdoor Sales* in Article 6. *Amendment 16: C-36-19 and P-12-19.* These temporary use standards are no longer needed, as they are being supplemented with the proposed temporary uses standards *Temporary Season Sales*.



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Delete in its entirety the temporary use standard of *Temporary Pop-Up Commercial Use* in **Article 6. Amendment 17: C-36-19 and P-12-19.** For clarity *Commercial Facility Pop-Up Use* is a facility being proposed as a Principal Use (not Temporary Use) in order to accommodate certain commercial uses within the facility that are temporary or seasonal in nature. Any pop-up use within the facility must be an allowable principal use within the zoning district where the commercial facility is located, as identified on the Use Matrix in Article 5.

Add new temporary use standard of *Temporary Sale of Non-Seasonal Merchandise* in **Article 6. Amendment 18: C-36-19 and P-12-19.** This new temporary use standard replaces the deleted *Temporary Outdoor Sales*.

1Add new temporary use standard of *Temporary Seasonal Sales* in **Article 6. Amendment 19: C-36-19 and P-12-19.** This new temporary use standard replaces the deleted *Temporary Outdoor Sales*.

Amend **Table 8-1** regarding *Mobile Food Parks* in **Article 8. Amendment 20: C-36-19 and P-12-19.** In light of the change in definition for *Food Truck Park* (see amendments #4); Table 8-1 needs to be amended accordingly to reflect the changes to that definition and new use standard.

See Attachments:

Exhibit "A" for memorandum describing these amendments;

Exhibit "B" for revised Use Matrix;

Exhibit "C" for revised for revised Food Truck Park

Exhibit "D" for revised Food Truck and Trailer Vendor

Exhibit "E" for revised Temporary Outdoor Events

Exhibit "F" for revised Temporary Seasonal Sales

ANALYSIS: The Great Expectations 2030 Master Plan support efforts to increase the City's tourism sector, foster creative trades, and to promote small-business startups. Residents desire more restaurants and diversity in food options in and around the downtown area, an improved entertainment sector, and more arts and cultural amenities, and likely to support and put a market demand on creative entertainment options such as mobile food parks and related activities. MPC Staff has received many inquiries from citizens regarding the ability to allow for mobile food vendors and mobile food parks, prompting Staff to review relevant codes and rules.

Likewise, in the past, property owners and businesses wishing to conduct seasonal outside sales, have found it cumbersome circumventing the Code on applicable requirements. Examples of such temporary sales include Christmas Tree Sales and other seasonal item sales, crawfish stands, and snow cones, shaved ice huts, and other small scale temporary uses. The proposed text related to these "seasonal" items would dramatically expand the types of food that can be sold as a



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temporary use (as long as all health and other permits are in place), disentangle the type of use from the structure that may be utilized, increase the flexibility of when and where such uses can occur throughout the year, and expand into more general small scale uses.

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.

PUBLIC ASSESSMENT: One spoke in support; there was no opposition present.

MPC BOARD

RECOMMENDATION: The Board voted 9-0 to recommend for approval of this application as submitted.