

505 Travis Street, Suite 440 | Shreveport, LA 71101  
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## STAFF REPORT – CITY OF SHREVEPORT

JUNE 2, 2021

**AGENDA ITEM NUMBER: # 16**  
**MPC Staff Member:** Maryam Moradian  
**City Council District:** All Districts  
**Parish Commission District :** All Districts

**CASE NUMBER:** 21-6-C: City of Shreveport UDC Code-Text Amendments  
**APPLICANT:** METROPOLITAN PLANNING COMMISSION  
**REQUEST:** **Code Text (Ordinance) Amendments to the Shreveport UDC**

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**DESCRIPTION:** The City of Shreveport Unified Development Code (UDC) undergoes regular review to ensure that the Code promotes sound, stable, and desirable development within the jurisdiction of the City, to correct errors in the text, or to accommodate changes or changing conditions in a particular area. Amendments to the UDC are processed as either general amendments, suggested and reviewed by the MPC staff, or amendments that include those that are legally necessary, incorporate previously approved ordinances or determinations or are emergency amendments (City designated). Below is information on all proposed amendments under review or consideration.

**Short Term Rental Property** will repeal and replace Transient Vacation Rentals regulations in the Shreveport City Code and UDC.

The principal purpose of revising the existing ordinance and adding **Chapter 23. SHORT-TERM RENTAL PROPERTY** is to establish regulations, standards, and a permit registration process governing the renting of privately owned residential dwelling units on a short-term basis; ensure the collection and payment of sales and occupancy taxes, as established in the Shreveport Code of Ordinances; ensure that short-term rental activities do not threaten the character of residential neighborhoods; ensure the protection of the existing housing rental stock; and ensure that such short-term rental activities do not become a nuisance or threaten the public health, safety or welfare of neighboring properties.

**BACKGROUND :** The Shreveport Unified Development Code (UDC) serves as the official land use and development regulatory ordinance for the City of Shreveport. Periodically, revisions are required to reflect the changing nature of business in our community. These proposed amendments are intended to be more user-friendly, concerning various housekeeping and corrective changes.

In the current regulation, the use is defined as **Transient Vacation Rentals**. Use Matrix indicates that the use is a special exception use in all residential zoning districts except R-MHS and R-MHP in which requires administrative approval from the Zoning Board of Appeals.

The City has goals and objectives in the Great Expectations: Shreveport-Caddo 2030 Master Plan, also known as the Master Plan, to develop cultural heritage tourism destinations. These goals and objectives are specifically articulated in Chapter 5, Cultural Heritage (Historic Preservation, Arts, and Culture). Cultural

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tourists generally stay longer and spend more money than other tourists. The development of a program of cultural tourism could also be one way to encourage festival visitors to stay longer and casino visitors to venture out of the casinos to spend some time in Shreveport. Each goal is accompanied by a recommended action or strategy; recommended actions for implementation are assigned to the relevant public agency or organization. Those strategies and implementation actions most pertinent to the MPC. This study serves as a preliminary research background informing the development and implementation of these policy goals.

**FINDINGS:** The growing popularity of short-term rental services, such as Airbnb and VRBO, has created both new opportunities and challenges for Shreveport and its residents. It has become clear that the existing regulations for short-term rental properties are outdated, and currently do not reflect the nature of business in Shreveport. Therefore, the City is considering the best way to manage this emerging industry moving forward. A **Short-Term Rental Property**, as defined, is any habitable residential dwelling unit, accessory dwelling unit, or any room therein, that has been advertised as being temporarily available for rent for a term of less than thirty (30) consecutive calendar days. A short-term rental property is only allowed in the residential structure types as indicated in Article 5 of this Code. A **Short-Term Rental property** consists of two (2) permit types, Type A and Type B, which shall expire two (2) years after it is issued and not be transferred or assigned to another individual, person, entity.

**Short-Term Rental Permit ‘Type A’.** A Short-Term Rental Permit ‘Type A’ is the permit required for a host to rent a portion of a dwelling unit (i.e., individual bedroom or bedrooms) or an accessory dwelling unit (i.e., garage apartment or carriage house) is rented by a host to overnight guests. No commercial meetings or special events, as defined by this Article, are allowed to be scheduled as part of any short-term-rental operation and the total number of adults occupying a dwelling unit may not exceed two (2) adults per bedroom.

**Short-Term Rental Permit ‘Type B’.** A Short-Term Rental Permit ‘Type B’ is the permit required for a host to rent an entire dwelling unit to overnight guests. A Short-Term Rental Permit ‘Type B’ can either be a ‘Type B-1,’ which is approved administratively by the Zoning Administrator, or a ‘Type B-2,’ which requires approval by the Zoning Board of Appeals. No commercial meetings or special events, as defined by this Article, are allowed to be scheduled as part of any short-term rental operation and the total number of allowable overnight guests of the short-term rental does not exceed ten (10) adults.

**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 the total number of allowable overnight guests exceed ten (10) adults and a short-term rental property wishes to locate closer than the 500-foot minimum distance from any legally-existing short-term rental property.

To protect the public health, safety, or welfare of neighboring properties, each owner or property management firm shall appoint a person who is available

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twenty-four (24) hours per day, seven (7) days per week, to serve as the local representative for the short-term rental and shall respond on-site within sixty (60) minutes to complaints regarding a condition or operation of the short-term rental or the conduct of the short-term renters; and take remedial action to resolve any or all complaints. In addition, each short-term rental property, at all times, shall comply with the following standards, as well as any property standards and fire prevention standards established in the Shreveport City Code.

Existing short-term rental properties who currently operating within the City of Shreveport shall apply for registration, according to this Article, within one hundred eighty (180) days after the effective date of this Article.

Applicants or any aggrieved party may appeal a Zoning Administrator's decision to the Zoning Board of Appeals within 30 days after the date of the decision for any administrative short-term rental permit and Within 10 days after the date of the decision for any Special Exception Use for any short-term rental permit by the Zoning Board of Appeals, the applicant or any aggrieved party may appeal the ZBA's decision to City Council.

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### PROPOSED TEXT

**AMENDMENT(S):** The purpose of the City of Shreveport 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 Article 5, Uses
- Amending Article 6, Use Standards
- Adding Article 23, Short-Term Rental Property

Amendment 1.

**Replace "Transient Vacation Rental" with "Short-Term Rental Property" and Add "Short-Term Rental Property" as a permitted use / special exception use in the following zoning districts in ARTICLE 5. USES, SECTION 5.2 USE MATRIX**

Amendment 2.

**Replace "Transient Vacation Rental" with "Short-Term Rental Property" in ARTICLE 5. USES, SECTION 5.3 USE DEFINITIONS**

Amendment 3.

**Amend "Bed and Breakfast" in ARTICLE 6. USE STANDARDS, SECTION 6.1 PRINCIPAL USE STANDARDS, Subsection 6.1.E**

Amendment 4.

**Replace "Transient Vacation Rental" with "Short-Term Rental Property" as "KK." in ARTICLE 6. USE STANDARDS, SECTION 6.1 PRINCIPAL USE STANDARDS. Alphabetize Accordingly**

Amendment 5.

**Add an ARTICLE 23. SHORT-TERM RENTAL PROPERTY in the City of Shreveport UDC.**

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### APPROVAL STANDARDS:

The purpose of Section 16.1.E.1 is to provide a uniform means for amending the text of the Unified Development Code whenever the public necessity, convenience, general welfare, comprehensive plan, or appropriate land-use practices justify or require doing so. In determining whether to recommend approval or denial of the proposed text amendment, the MPC shall weigh the relevance to which the proposed amendment:

- Promotes public health, safety, and welfare.**  
The proposed text amendments promote public health, safety, and welfare.
- Promotes the Master Plan and any adopted land -use policies.**  
The proposed text amendments are consistent with the Master Plan.

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- c. **Promotes intent of this Code.**  
These amendments will clarify current practices, thus promoting the intent of the Code.
- d. **Corrects an error or omission, adds clarification to existing requirements , or reflects a policy change .**  
Staff finds the proposed amendments would improve compatibility among uses and would assist in ensuring efficient development outside the City.
- e. **The extent to which the proposed amendment creates nonconformities.**  
N/A.

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### STAFF ASSESSMENT:

Based on staff analysis , review of the above standards , and facts of record, MPC Staff concludes that the MPC Board recommendation for the City Council to **APPROVE** the requested code text amendments is warranted. If approved, Articles 5 and 6 on the addition of the Short-Term Rental Property , would be amended. If approved, Article 23 on the addition of the Short-Term Rental property, would be added. A majority vote of the MPC Board members present and voting is required to recommend approval to the City Council .

### Board may:

Alternatively, based on information provided at the public hearing, the MPC

- Recommend denial of the code text amendments.

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### PUBLIC ASSESSMENT:

One spoke in support; there was no opposition present.

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### MPC BOARD

**RECOMMENDATION:** The Board voted 7-0 to recommend this application for approval.