

**FACT SHEET**

**CITY OF SHREVEPORT, LOUISIANA**

<b><u>TITLE</u></b> An ordinance to amend various articles and sections in the City of Shreveport, Louisiana, Unified Development Code, relative to rental dwelling units their registration, maintenance and inspection, and to otherwise provide with respect thereto.	<b><u>DATE</u></b> November 9, 2021	<b><u>ORIGINATING DEPARTMENT</u></b> Shreveport   Caddo Metropolitan Planning Commission (“MPC”) <b><u>COUNCIL DISTRICT</u></b> City-wide <b><u>SPONSOR</u></b>
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**PURPOSE**  
To amend the code text in the Shreveport Unified Development Code.

**BACKGROUND INFORMATION**  
The Shreveport Unified Development Code (UDC) was implemented in May of 2017 and, as such, it was as acknowledged that upon adoption that additional corrections and policy amendments to these regulations would be forthcoming to ensure that the Code promotes sound, stable, and desirable development.  
The goal of these proposed amendments is to establish a Rental Dwelling Unit Registration Program—of which the primary aim of such a program is to help identify problem properties and absentee landlords/property owners. As with the UDC, what was referred to as a ‘Rental Code’ was also identified as a priority initiative of the Master Plan.  
The program will be used to assist code enforcement efforts (i.e., Zoning Enforcement, the Zoning Administrator, Zoning Inspectors, etc.) to improve the quality of life for tenants and neighbors of rental dwellings within the City of Shreveport.  
To accomplish the goals of such a program, the following articles, or portions thereof, will need amending: (1) Article 14. Code Administrators; (2) Article 15. Application Procedures; and (3) adding a new Article 24. Rental Unit Registry Program, with all their provisions included therein.

<b><u>TIMETABLE</u></b>	<b><u>ATTACHMENTS</u></b>
MPC Introduction: October 6, 2021	Exhibit “A” Memo outlining all amendments
MPC Review & Recommendation: November 3, 2021	Exhibit “B” Table 15-1: Summary of App. Actions
Introduction to City Council: November 9, 2021	Exhibit “C” Article 24. Rental Dwelling Unit Registry Program
Final Passage by City Council: December 14, 2021	Exhibit “D” MPC Staff Report: 21-69-C

**SPECIAL PROCEDURAL REQUIREMENTS**  
**MPC Recommendation.** Pursuant to [La. R.S. 33:140.30](#), no amendment shall become effective unless it be first submitted to and approved (recommendation) by the MPC. The MPC reviewed these amendments and provided a favorable recommendation on November 3, 2021. Therefore, the City Council may render its decision to approve the amendments by a simple majority vote. See La. R.S. [33:140.30](#) and [Shreveport UDC 16.1 \(D\)\(3\)\(b\)](#).  
**Notice and Public Hearing at MPC.** In accordance with the intent of [La. R.S. 33:140.30](#) for a Public Hearing and Notice to be issued, the MPC held a Public Hearing at its Public Meeting on November 3, 2021, before voting on the proposed amendments. At least ten (10) days’ notice of the time and place of the Public Hearing was published on October 19, 2021 in *The Shreveport Times* (a newspaper of general circulation in the parish).

<b><u>FINANCES</u></b> \$0	<b><u>SOURCE OF FUNDS</u></b> NA
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**ALTERNATIVES**  
(1) Adopt the ordinance as submitted, or (2) Amend the ordinance, or (3) Reject the ordinance.

**RECOMMENDATION**  
It is recommended that the City Council adopt the ordinance.

**FACT SHEET PREPARED BY:** Adam Bailey, MPC  
Community Planning and Design Manager

ORDINANCE NO. \_\_\_\_\_ OF 2021

**AN ORDINANCE TO AMEND VARIOUS ARTICLES AND SECTIONS IN THE CITY OF SHREVEPORT, LOUISIANA, UNIFIED DEVELOPMENT CODE, RELATIVE TO RENTAL DWELLING UNITS THEIR REGISTRATION, MAINTENANCE AND INSPECTION, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

**BY COUNCILMEMBER:**

**WHEREAS**, the City desires to make every effort to notify the public and to encourage public participation and input on these proposed *code text amendments* to the Shreveport Unified Development Code; and

**WHEREAS**, on October, 6 2021, the first draft proposals of these *code text amendments* were submitted to the Shreveport-Caddo Metropolitan Planning Commission (MPC), at its regular public board meeting, for informal review and discussion; and

**WHEREAS**, on November 3, 2021, these *code text amendments* were submitted to the Shreveport-Caddo MPC, at its regular board meeting, for review and recommendation in accordance with [La. R.S. 33:140.30](#); and

**WHEREAS**, in accordance with the intent of [La. R.S. 33:140.30](#) for a Public Hearing and Notice to be issued, the MPC held a Public Hearing at its Public Meeting, on November 3, 2021, before voting and providing a favorable recommendation, to the City Council, regarding the proposed amendments; and

**WHEREAS**, at least at least ten (10) days' Notice of the time and place of the Public Hearing was published, at the request of the Shreveport-Caddo MPC staff, in *The Shreveport Times* (a newspaper of general circulation in the parish) and said Notice was published on October 19, 2021; and

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Shreveport, Louisiana, in due, legal and regular session convened, that the following amendments to the City of Shreveport, Louisiana, Unified Development Code ("Shreveport UDC") are hereby authorized as follows:

1. Amend “Demolition Delay” in ARTICLE 4. ZONING DISTRICT REGULATIONS, SECTION 4.2 RESIDENTIAL DISTRICTS, Subsection 4.2.E.2 in the City of Shreveport UDC.

**14.6 ZONING ADMINISTRATOR**

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**E. Related to any rental dwelling unit:**

1. To review and make final decisions on any certificate of registration application;
2. Upon complaint, to conduct inspections of any rental dwelling unit on whether said unit is in compliance with this Code, and, in case of any violation, order corrective action; and
3. To review and make final decisions on any certificate of compliance.

2. Amend Table 15-1 in ARTICLE 15. APPLICATION PROCEDURES, SECTION 15.1 APPLICATION, SUBSECTION 15.1.F in the Shreveport UDC.

**[Note (1): See Exhibit “B” for revised Table 15-1: Summary of Application Actions]**

3. Add ARTICLE 24. SHORT-TERM RENTAL PROPERTY in the City of Shreveport UDC

**[Note (2): See Exhibit “C” for new Article 24. – Rental Dwelling Unit Registration Program]**

**BE IT FURTHER ORDAINED** that the Mayor of the City of Shreveport, or his/her designee, and the Executive Director of the Shreveport-Caddo Metropolitan Planning Commission, or his/her designee, shall be and is hereby authorized to do any and all things and to sign any and all documents in a form acceptable to the City Attorney, or his/her designee, necessary to effectuate the purposes set forth herein.

**BE IT FURTHER ORDAINED** that if any provision or item of this Ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this Ordinance which can be given affect without the invalid provisions, items or applications and to this end the provisions of this Ordinance are hereby declared severable.

**BE IT FURTHER ORDAINED** that all ordinances, resolutions or parts thereof in conflict herewith are hereby repealed.

**BE IT FURTHER ORDAINED** that this Ordinance shall become effective in accordance with the provisions of.

**THUS DONE AND ORDAINED** by the City Council of the City of Shreveport, Louisiana.

**APPROVED AS TO LEGAL FORM:**

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City Attorney’s Office