

**RECOMMENDED UDC AMENDMENTS. [21-69-C] November 3, 2021**

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 and processed as either general amendments suggested or reviewed by the MPC staff, or amendments that include those that are legally necessary, incorporate previously approved ordinances or determinations, or are emergency amendments. 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. Add "E" in ARTICLE 14. CODE ADMINISTRATORS, SECTION 14.6. ZONING ADMINISTRATOR in the Shreveport UDC.**

**14.6 ZONING ADMINISTRATOR**

\* \* \* \* \*

**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:**

TABLE 15-1: SUMMARY OF APPLICATION ACTIONS								
APPLICATIONS	ADMINISTRATORS							
	Zoning Administrator	Historic Preservation Commission (HPC)	Executive Director	Metropolitan Planning Commission (MPC)	Zoning Board of Appeals (ZBA)	City Council	Caddo Parish Civil District Court	Unified Development Code Source Cited
***	***	***	***	***	***	***	***	***
Zoning Administrator								
Sign Permit	R & D				A			Section 16.10
Temporary Use Permit	R & D		R		A			Section 16.12
Certificate of Occupancy (CO)	R & D				A			Section 16.13
Temporary Certificate of Occupancy (TCO)	R & D				A			Section 16.14
<u>Short-Term Rental</u>	<u>R &amp; D</u>				<u>A</u>	<u>A</u>	<u>A</u>	<u>Article 23</u>
<u>Certificate of Registration</u>	<u>R &amp; D</u>				<u>A</u>	<u>A</u>	<u>A</u>	<u>Article 24</u>
<u>Certificate of Compliance</u>	<u>R &amp; D</u>				<u>A</u>	<u>A</u>	<u>A</u>	<u>Article 24</u>
KEY								
R = Review		RR = Review & Recommendation		PH – Public Hearing		D = Decision		A = Appeal

**[Note (1): See Exhibit "B" 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" ARTICLE 24. RENTAL DWELLING UNIT REGISTRATION PROGRAM]**