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To amend various articles and sections in the City of Shreveport, Louisiana, Unified Development Code, for the purpose of clarifying, updating and adding new provisions related to retail sales of liquor, and to otherwise provide with respect thereto.

FACT SHEET

CITY OF SHREVEPORT, LOUISIANA

TITLE	DATE	ORIGINATING DEPARTMENT
An ordinance to amend various articles and sections in the City of Shreveport, Louisiana, Unified Development Code, for the purpose of clarifying, updating and adding new provisions related to Retail sales of Liquor, and to otherwise provide with respect thereto.	March 6, 2025	Shreveport Caddo Metropolitan Planning Commission (“MPC”) COUNCIL DISTRICT City-wide SPONSOR

PURPOSE
To amend the code text in the Shreveport Unified Development Code.

BACKGROUND INFORMATION
MPC Case #25-01-CTAC introduces significant changes to the Use Matrix and Use Standards for the Retail Sales of Liquor.

- Replace a permitted use (P) with a Special Use (S) in all the districts they are currently allowed by right.
- Add a new Use Standard for Liquor Sales that limits the number of liquor sales locations to two within a square mile area of any existing liquor store location.
- The amendment is consistent with the Shreveport-Caddo 2030 Great Expectations Master Plan to promote public health, safety, and welfare.
- The MPC Board voted unanimously to support the recommendation for approval, pending City Council action.

TIMETABLE	ATTACHMENTS
MPC Review & Recommendation: March 5, 2025	Exhibit “A” Summary of Proposed Amendments
Introduction to City Council: March 25, 2025	Exhibit “B” Detailed Amendment Memo
Final Passage by City Council: April 8 2025	Exhibit “C” Proposed Use Matrix
	Exhibit “D” MPC Staff Report for 25-01-CTAC

SPECIAL PROCEDURAL REQUIREMENTS
MPC Recommendation. Pursuant to La. R.S. 33:140.27 and La. R.S. 33:140.35, as amended, 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 March 5, 2025. Therefore, the City Council may render its decision to approve the amendments by a simple majority vote. See La. R.S. 33:140.27 and 35, as amended, and Shreveport UDC 16.1 (D)(3)(b).

Notice and Public Hearing at MPC. In accordance with the intent of La. R.S. 33:140.27 and La. R.S. 33:140.35, as amended, for a Public Hearing and Notice to be issued, the MPC held a Public Hearing at its Public Meeting on March 5, 2025, before voting on the proposed amendments. At least ten (10) days’ notice of the time and place of the Public Hearing was published on February 13, 2025, in *The Shreveport Times* (a newspaper of general circulation in the municipality).

FINANCES	SOURCE OF FUNDS
\$0	NA

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: Stephen R. Jean, AICP Deputy Director

ORDINANCE NO. _____ OF 2025

AN ORDINANCE TO AMEND VARIOUS ARTICLES AND SECTIONS IN THE CITY OF SHREVEPORT, LOUISIANA, UNIFIED DEVELOPMENT CODE, FOR THE PURPOSE OF CLARIFYING, UPDATING AND ADDING NEW PROVISIONS THE RETAIL SALES OF LIQUOR, 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 March 5, 2025, 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. 33:140.27](#); and

WHEREAS, in accordance with the intent of [La. R.S. 33:140.27](#) for a Public Hearing and Notice to be issued, the MPC held a Public Hearing at its Public Meeting, on March 5, 2025, before voting and providing a favorable recommendation, to the City Council, regarding the proposed amendments; and

WHEREAS, in accordance with the intent of [La. R.S. 33:140.35](#), 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 municipality) and said Notice was published on February 13, 2025; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Shreveport, Louisiana, in a 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 TABLE 5-1: USE MATRIX in ARTICLE 5.- USES, SECTION 5.2.- USE MATRIX in the City of Shreveport UDC.
 - a) Amend the following row to ...
 - o Include "Liquor Sales" in the following zoning districts as a Special Use Permit (S):
 - C-2 ~~(P)~~(S)
 - C-3 ~~(P)~~(S)
 - C-4 ~~(P)~~(S)
 - C-UC ~~(P)~~(S)
 - D-1-E ~~(P)~~(S)
 - D-1-HC ~~(P)~~(S)
 - I-MU ~~(P)~~(S)
 - I-1 ~~(P)~~(S)

2. Amend ARTICLE 6. – USE STANDARDS, 6.1 – PRINCIPAL USE STANDARDS, SUBSECTION 6.1.W. LIQUOR SALES in the Shreveport UDC.

6.1.W- LIQUOR SALES – Add the following paragraph:

9, No more than two Liquor Sales establishments shall be located within a one square mile area of an approved Liquor Sale location, as measured from the property boundary of the approved location. Any more than two establishments located within the one square mile area will be strictly prohibited. A location will be considered included in the count if any portion of the property boundary of an existing use or proposed use encroaches into the above described one square mile area.

* * * * *

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 Shreveport City Charter Section 4.23.

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

APPROVED AS TO LEGAL FORM:

City Attorney's Office

draft

**SHREVEPORT METROPOLITAN PLANNING COMMISSION OF CADDO PARISH
SUMMARY MINUTES OF THE PUBLIC HEARING MARCH 5, 2025**

A regularly scheduled public hearing of the Shreveport Metropolitan Planning Commission of Caddo Parish was held on Wednesday, March 5, 2025 at 3:00 p.m. at Government Plaza Chamber, 505 Travis Street, Shreveport, Caddo Parish, LA. The members met in the MPC Conference room prior to the hearing for case manager presentations.

Members Present

Winzer Andrews, Chair
Toni Thibeaux, Secretary
Fred Moss, IV
Bill Robertson
Harold Sater
Rose Wilson McCulloch

Staff Present

Alan Clarke, Executive Director
Stephen Jean, Deputy Director
Reginald Jordan, Zoning Administrator
Emily Trant, Land Development Coordinator
Kamrin Hooks, Executive Assistant/Planner 1
ZiXuan Xu, Community Planner 1
Kamrin Hooks, Executive Assistant/Planner 1
Tanner Yeldell, City Attorney's Office

Members Absent

Gabriel Balderas
Rachel Jackson, Vice Chair
Chris Elberson

The hearing was opened with prayer by Bill Robertson The Pledge of Allegiance was led by Harold Sater

The meeting was called to order & the procedure for hearing the applications on today's agenda was explained. Speakers should speak clearly into the microphone & give their name & mailing address for further reference. Comments on any item not on the agenda will be limited to 3 minutes at the end of the public hearing. Any written comments that were submitted may be viewed in the public record files.

All decisions rendered by the Metropolitan Planning Commission are subject to appeal to the appropriate governing body, the City Council. Appeals must be filed within 10 days from the date a decision is rendered by the Metropolitan Planning Commission.

A motion was made by Rose Wilson McCulloch, seconded by Harold Sater, to approve the minutes of the February 5, 2025 public hearing as submitted.

The motion was adopted by the following 5-0 vote: Ayes: Messrs. ANDREWS, ROBERTSON, & SATER and Meses. WILSON MCCULLOCH & THIBEAUX Nays: NONE. Absent: Meses. JACKSON and Messrs. MOSS, BALDERAS AND ELBERSON.

PUBLIC HEARING

CASE NO. 25-1-CTAC CODE TEXT AMENDMENT

Applicant: METROPOLITAN PLANNING COMMISSION
Request: Code Text (Ordinance) Amendments to the Shreveport UDC

Representative &/or support: None.

CLARKE stated that they are working very closely with the City Council regarding liquor stores in the city.

draft

Opposition: None.

A motion was made by Rose Wilson McCulloch, seconded by Fred Moss, IV, to recommend approval of this application.

The motion was adopted by the following 6-0 vote: Ayes: Messrs. ANDREWS, MOSS, ROBERTSON, & SATER and Meses. WILSON MCCULLOCH & THIBEAUX Nays: NONE. Absent: BALDERAS, JACKSON AND ELBERSON

END OF PUBLIC HEARING

OLD BUSINESS

CASE NO. 24-209-C ZONING REQUEST

Applicant: VINTAGE
Owner: Beaird Operating Companies, LLC
Location: 5600 blk of W 70th St (NW corner of Buncombe Rd & W. 70th St)
Existing Zoning: R-1-7, I-1
Request: L-1, R-1-7 to R-1-5

A motion was made by Harold Sater, seconded by Fred Moss, IV, to recommend approval of this case as amended.

The motion was adopted by the following 6-0 vote: Ayes: Messrs. ANDREWS, MOSS, ROBERTSON, & SATER and Meses. WILSON MCCULLOCH & THIBEAUX Nays: NONE. Absent: BALDERAS, JACKSON AND ELBERSON

NEW BUSINESS

JORDAN read the CO report to the Board members.

PUBLIC COMMENTS

Jan Core 6020 Fox Chase Trail, Shreveport, LA 71129

Core invited the Board members to Love the Boot, which is an initiative to clean up the state and make it more beautiful. Which will be held April 5th.

OTHER MATTERS TO BE REVIEWED BY THE COMMISSION

CHAIR/BOARD MEMBER'S COMMENTS

ADJOURN 4:07 p.m.

Winzer Andrews, Chair

Toni Thibeaux, Secretary

STAFF REPORT – CITY OF SHREVEPORT

MARCH 5, 2025

AGENDA ITEM NUMBER: 11
MPC Staff Member: Stephen Jean
City Council District: All Districts
Parish Commission District: All Districts

CASE NUMBER: 25-01-CTAC: City of Shreveport Code-Text Amendments
APPLICANT: METROPOLITAN PLANNING COMMISSION
REQUEST: Code Text (Ordinance) Amendments to the Shreveport UDC

SUMMARY: The City of Shreveport Unified Development Code (UDC) undergoes regular review to ensure that the Code promotes sound, stable, and desirable development. These proposed include reevaluation due to current development trends and feedback given by City Council members and members of the public and will affect the following articles: *Article 5. – Use Matrix; and Article 6. -Use Standards;* with all provisions included therein.

MASTER PLAN

CONSISTENCY: These changes are consistent with the following provisions of the Shreveport-Caddo 2030 Great Expectations Master Plan:

- Ensuring regulatory processes are responsive, and efficient.
 - Revising regulations for best practices and enforcement.
-

NOTIFICATION/

COMMUNITY OUTREACH:

Notifications of the MPC public hearing were published pursuant to the following:

- Proposed language was provided to the City Attorney's Office on February 13, 2025, for review and comment.
 - Notice of the July MPC public hearing was provided through legal advertisement in *The Shreveport Times* on February 13 2025. No comments have been received to date. Mailed notifications for applications for a code text amendment are not required.
 - Following the MPC public hearing on March 5, the Shreveport City Council will review the proposals at a March 25, 2025, and April 8, 2025, public hearing.
-

STAFF ANALYSIS:

The City of Shreveport Unified Development Code (UDC) undergoes regular review to ensure that the Code promotes sound, stable, and desirable development. Periodically, revisions are required to correct errors in the text or to accommodate changed or the changing nature of business in our community. These proposed include amendments that are designed to limit the oversaturation of liquor sales and provide a means for the public to be informed and involved in the approval process for any new proposed new location.

STAFF REPORT – CITY OF SHREVEPORT

PROPOSED CODE TEXT AMENDMENT(S):

Staff is proposing the following amendments to the Shreveport UDC at this time: **See Exhibit “B” for a detailed list of changes with redlines and strikeouts.**

Amendment 1. Amend *Table 5-1: Use Matrix* in **Article 5. -Uses**.

- Include “Liquor Sales” as special use (S) in *Table 5:1 Use Matrix* instead of a permitted use (P) included in the following districts C-2, C-3, C-4, C-UC, D-1-E, D-HC, I-MU, and I-1.

Amendment 2. Amend *Liquor Sales Use Standards* in **Article 6. -Use Standards**

- 6.1.W – *Liquor Sales* – Add a new paragraph that limits the number of *Liquor Sales* establishments to a total of two within a one square mile area of an approved *Liquor Sales* location. (It should be noted that if the new proposed location does not exceed the limit, a *Special Use Permit* will be required before a *Certificate of Occupancy* can be issued for the proposed location).

ATTACHMENTS: See Exhibit “A” for a one-page summary of proposed amendments.
See Exhibit “B” for detailed list of changes with redlines and strikeouts.
See Exhibit “C” for *Table 5-1: Use Matrix*.

APPROVAL STANDARDS: The purpose of Section 16.1.E.1 is to provide a uniform means for amending the text of the UDC 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 the public health, safety, and welfare.**
The proposed text amendments promote the 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.
- Promotes intent of this Code.**
These amendments will simplify current practices, thus promoting the intent of the Code.
- Corrects an error or omission, adds clarification to existing requirements, or reflects a change in policy.**
The proposed amendments reflect changes in policy.
- The extent to which the proposed amendment creates nonconformities.**
These amendments will create some nonconformities. However, over time the number of nonconformities will diminish as existing locations are closed or otherwise abandoned.

STAFF REPORT – CITY OF SHREVEPORT

STAFF RECOMMENDATION: Based on staff analysis, review of the above standards, and the facts of record, MPC Staff concludes that the recommendation to **APPROVE** these code text amendments is warranted. If approved by the City Council, *Article 5*, and *Article 6*, of the *Shreveport UDC* would be amended, as described within. A majority vote of the MPC Board members present and voting is required to recommend approval to the City Council.

Alternatively, based on information provided at the public hearing, the MPC Board may:

- Deny the proposed code text amendments.
- Deny specific provisions and/or amendments, and approve any subsequent amendments and/or provisions; or
- Modify specific language in the proposed amendment and approve, as modified.

PUBLIC ASSESSMENT: No one spoke in support or opposition.

MPC BOARD RECOMMENDATION: The Board voted unanimously to recommend approval of this application.



Office of the MPC

505 Travis Street | Suite 440 | Shreveport, LA | 71101
318-673-6440 | fax 318-673-6112

SHREVEPORT UDC CODE TEXT AMENDMENT SUMMARY: 25-01-CTAC

— Liquor Sales—

The Shreveport Unified Development Code ("Shreveport UDC" or "UDC") undergoes regular review by MPC staff to better ensure sound, stable and desirable development within the City of Shreveport. Periodically, revisions are required. Sometimes those revisions reflect the changing nature of business in the community, and sometimes they are to correct "errors" in the Code.

REQUEST: These proposed Code Text Amendments include amendments that are designed to address the oversaturation of Liquor Sales within the City of Shreveport and to provide for a means for citizens to be notified and participate in the approval process for any proposed new location.

MASTER PLAN

CONSISTENCY: Staff certifies that the proposed UDC amendments are consistent with the Shreveport-Caddo 2030 Great Expectations Master Plan:

- Ensuring equitable health and safety outcomes for all
- Revising regulations for best practices and enforcement

STAFF ANALYSIS: These amendments:

- Replace a permitted use (P) with a Special Use (S) in all the districts they are currently allowed by right.
- Add a new Use Standard for Liquor Sales that limits the number of liquor sales locations to two within a square mile area of any existing liquor store location.

RECOMMENDATION: MPC Staff concludes that the recommendation to APPROVE these code text amendments is warranted.

RECOMMENDED UDC CODE TEXT AMENDMENTS. 25-01-CTAC.

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. These proposed amendments to Shreveport UDC are designed to limit the oversaturation of liquor sales and provide a means for the public to be informed and involved in the approval process for any proposed new location.

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

1. Amend TABLE 5-1: USE MATRIX in ARTICLE 5.- USES, SECTION 5.2.- USE MATRIX in the City of Shreveport UDC.

a) Amend the following row to ...

- Include "Liquor Sales" in the following zoning districts as a Special Use Permit (S):
 - C-2 (~~P~~)(S)
 - C-3 (~~P~~)(S)
 - C-4 (~~P~~)(S)
 - C-UC (~~P~~)(S)
 - D-1-E (~~P~~)(S)
 - D-1-HC (~~P~~)(S)
 - I-MU (~~P~~)(S)
 - I-1 (~~P~~)(S)

2. Amend ARTICLE 6. – USE STANDARDS, 6.1 – PRINCIPAL USE STANDARDS, SUBSECTION 6.1.W. LIQUOR SALES in the Shreveport UDC.

6.1.W- LIQUOR SALES – Add the following paragraph:

9. No more than two Liquor Sales establishments shall be located within a one square mile area of an approved Liquor Sale location, as measured from the property boundary of the approved location. Any more than two establishments located within the one square mile area will be strictly prohibited. A location will be considered included in the count if any portion of the property boundary of an existing use or proposed use encroaches into the above described one square mile area.

CC3825

NOTICE TO THE PUBLIC

Control #25023

Notice is hereby given that the Shreveport Metropolitan Planning Commission of Caddo Parish, LA, will hold a public hearing on Wednesday, March 5, 2025 at 3:00 p.m. in the **Government Plaza Chamber, 1st Floor, 505 Travis Street, Shreveport, LA**, for the purpose of considering the following subdivision applications &/or amendments to the City of Shreveport and Caddo Parish Unified Development Codes & the official Zoning Map for the Shreveport Metropolitan Planning Area of Caddo Parish, LA.

CASE NO. 25-01-CTAC: UDC CODE TEXT AMENDMENTS. In accordance with the Shreveport Unified Development Code (UDC), Article 16, Section 16.1, an application has been submitted by the staff of the Office of the Shreveport Metropolitan Planning Commission of Caddo Parish to consider public comments and testimony regarding certain proposed code text amendments to the Shreveport UDC, amending the following articles, or portions thereof: ; Article 5. – Uses and Article 6. – Use Standards regarding various updates and revisions within the UDC to amend how Liquor Sales is regulated and to accommodate the changing nature of business within the community, with all provisions included therein.

Alan Clarke, Executive Director
Metropolitan Planning Commission
The Shreveport Times