



# City of San Antonio

## Agenda Memorandum

**File Number:**  
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**Agenda Item Number:** 2

**Agenda Date:** January 21, 2025

**In Control:** Transportation and Infrastructure Committee

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**DEPARTMENT:** Development Services Department

**DEPARTMENT HEAD:** Michael Shannon

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Briefing on reporting and coordination of construction and development in San Antonio.

**SUMMARY:**

As a large growing City, San Antonio has a significant number of private development and public improvement projects that are simultaneously underway. City staff utilizes processes to coordinate, review, permit, and manage these ongoing public and private construction and development in San Antonio. The Development Services Department (DSD) and the Public Works Department (PWD) each manage separate processes for these projects throughout the city, which include community and stakeholder coordination and reporting.

**BACKGROUND INFORMATION:**

The DSD's community and stakeholder processes feature transparent data access through dashboards and active stakeholder engagement, including regular meetings. Public reports, such

as the Building Permit Activity Dashboard and the One Stop Map, enable residents and stakeholders to view real-time data on the time it takes to obtain residential and commercial permits and preliminary platting information.

Furthermore, through its regular stakeholder engagement meetings, the DSD collaborates with key city stakeholders, including the Real Estate Council of San Antonio, the Greater San Antonio Builders Association, the San Antonio Chapter of Associated General Contractors, Associated Builders, and Contractors. These meetings also include other development partners such as City Public Service (CPS), San Antonio Water System (SAWS), Bexar County, and other city departments. These meetings update the department's performance measures and discuss partnership opportunities. The purpose of these regular monthly meetings is to coordinate processes and procedures to ensure efficient development throughout the City.

The City, through the Public Works Department, is also responsible for managing access to and control over the Right of Way (ROW) to ensure its residents' and businesses' health, safety, and welfare. Significant public funds have been invested in constructing, maintaining, and repairing City streets. Regulations have been established to preserve the structural integrity of these streets and to protect public investments for the benefit of the community. The City's Public Works Department, specifically the ROW Management division, is committed to minimizing public inconvenience and enforcing permit requirements for construction and non-construction activities within the City's infrastructure.

Permits are mandatory for any activities in the City's ROW to ensure public safety and mobility. Through the permitting process, the City ensures that all construction activities are well-coordinated externally and their impacts are mitigated to minimize disruptions to the public. Types of permits include block party permits, lane or sidewalk closure permits, parking restriction permits, and small cell permits.

**ISSUE:**

This item is for briefing purposes only.

**FISCAL IMPACT:**

This item is for briefing purposes only.

**ALTERNATIVES:**

This item is for briefing purposes only.

**RECOMMENDATION:**

This item is for briefing purposes only.