



***UDC Amendment Request Application for Internal Parties***  
***(City of San Antonio Departments)***

***Part 1. Applicant Information***

Name: Micah Diaz Organization (if applicable): CoSA Planning Department  
Address: 100 W Houston St  
Phone: 210-207-7816 Email: micah.diaz@sanantonio.gov  
Signature: Bridgett White, Director Date: 1/25/2022  
(Include title if representing a governmental agency or public/private organization)

***Part 2. Basis for Update (check only one)***

- ☐ Clarification amendments to provide for ease of interpretation and understanding of the existing provisions of the UDC  
(Note: Clarification amendments should not change or alter the intent or meaning of existing UDC provisions)
- ☒ Editing change that does not alter the impact of the provisions being addressed including changes such as spelling,  
grammar correction, formatting, text selection, or addition of text in compliance with existing ordinance, statutes or case law
- ☐ Completed Rule Interpretation Determination (RID)
- ☐ Requested by the Zoning Commission, Planning Commission, Board of Adjustment, HDRC, City Council or other appropriate  
city board or council (CCR, resolution or signature of the chairperson is required)
- ☐ City of San Antonio Staff Amendment

***Part 3. Reason(s) for Update (check all that apply)***

- ☒ Modify procedures and standards for workability and administrative efficiency
- ☐ Eliminate unnecessary development costs
- ☐ Update the procedures and standards to reflect changes in the law or the state of the art in land use planning and urban design
- ☐ See Part 4 (if none of the provided choices in this section apply, please discuss the reasons for the proposed update in Part 4)

***Part 4. Summary of Proposed Update with Suggested Text (see application instructions)***

35-408 Neighborhood Registration - Updating reference to 35-420 and plan types and correcting city department name. In compliance with adoption of the SA Tomorrow Comprehensive Plan and update to the Comprehensive Planning Program.  
See attached amendment text.

### ***Part 5. Cost Impact Statement***

*Section 35-11(a) of the UDC requires that all requests for amendments include a Cost Impact Statement. The Cost Impact Statement should be justified with substantiating information, such as cost estimates or studies.*

The requested change to the UDC (*please check appropriate box*):

By how much?

(Indicate either a dollar amount or percentage above or below current construction and/or development costs)

- A. ☒ Will not impact the cost of construction and/or development.
- B. ☐ Will increase the cost of construction and/or development.
- C. ☐ Will decrease the cost of construction and/or development.

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## ***Part 6. Cost Impact Narrative and Back-Up Information***

*Please fully quantify the Cost Impact Statement that was provided in Part 5. Attach all relevant data and associated costs that you wish to have considered as well as a narrative explaining how the Cost Impact Statement was developed. If you need additional space, please attach additional sheets.*

*Be sure to:*

- *Consider and indicate initial and long-term maintenance costs;*
- *Consider city cost (i.e. personnel costs and costs to enforce);*
- *Indicate and be able to rationalize the baseline (current costs) and the cost projections associated with your request.*

This amendment does not change any development regulation.

[illegible]

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## *UDC 2021 Proposed Amendment*

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**Amendment 22-18****Applicant: Planning Department****Amendment Title** – ‘Sec. 35-408. - Neighborhood Registration.’**Amendment Language:**

- (a) **Applicability.** Neighborhood registration is established in order to provide notification of neighborhoods for purposes of zoning cases, ~~neighborhood plans, community plans and perimeter~~ plans adopted pursuant to section 35-420, and plan amendments as provided in other sections of this chapter. The purpose of this section is to establish procedures for the registration of neighborhoods.
- (b) **Contents.** A neighborhood registry shall be maintained by the neighborhood and housing services department ~~of planning and community development~~. In order to be included within the neighborhood registry, the neighborhood association shall provide the following information:
- A map or written description of the neighborhood boundaries.
  - A list of the officers in the association, including their address and phone number.
  - A signed copy of the adopted by-laws.
  - A regular meeting location and a regular meeting date.
  - Date the association was founded.
  - Number of association members.
  - Approximate number of housing units in the area.
  - Approximate population of neighborhood.

The neighborhood association shall contact the neighborhood and housing services department ~~of planning and development services~~ in the event of a change in the above-referenced information. An applicant shall be entitled to rely on the above-referenced information for purposes of preparing any notices or otherwise contacting neighborhood associations where required by this chapter.

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