



***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)***

35-409 Citizen Participation Plan - Correcting reference to 35-408 and city department name.  
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.

---

## ***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.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines, typical of notebook paper. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

---

*UDC 2021 Proposed Amendment*

---

**Amendment 22-19****Applicant: Planning Department****Amendment Title** – ‘Sec. 35-409. - Citizen Participation Plan.’**Amendment Language:**

\*\*\*\*\*

**(b) Recommended Procedures.**

\*\*\*\*\*

**(2) Target Area.** The target area shall include the following:

\*\*\*\*\*

- B. A neighborhood association which includes the subject property and/or is within two hundred (200) feet of the subject property and is registered with the [neighborhood and housing services](#) department ~~of planning and community development~~ in accordance with the requirements of section 35-~~408 420~~ of this chapter.

\*\*\*\*\*