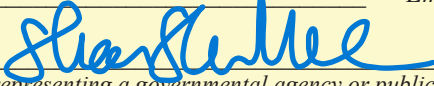




***UDC Amendment Request Application for Internal Parties***  
***(City of San Antonio Departments)***

***Part 1. Applicant Information***

Name: Shanon Miller Organization (if applicable): Office of Historic Preservation  
Address: 1901 S Alamo  
Phone: 210-207-0035 Email: shanon.miller@sanantonio.gov  
Signature:  Date: 1.31.22  
(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)***

35-620 Demolition Permit Review. See Attached.

## 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.

N/A

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## *UDC 2021 Proposed Amendment*

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**Amendment 20-14****Applicant:** Office of Historic Preservation**Amendment Title** – ‘Sec. 35-620. – Reserved.’**Amendment Language:**Sec. 35-620. – Demolition Permit Review and Historic Assessment

1. **Applicability.** The provisions of this section apply to any request to demolish or partially demolish any building, object, site, or structure that is not a historic landmark or located within a historic district.
2. **Initiation.** All applications for permits to demolish buildings, objects, sites, or structures which are not historic landmarks or located within a historic district shall be referred to the city HPO for the purpose of determining whether or not the building, object, site, or structure may have historical, cultural, architectural, or archaeological significance. Requests for demolition review shall be made on a form obtained from the city historic preservation officer through the office of historic preservation. Required application materials are listed in section 35-B129 of this chapter. Completed applications shall be returned to the office of historic preservation for review and processing as applicable.
3. **Completeness Review.** See section 35-402 of this chapter. For purposes of this section and subsection 35-402(c), the historic preservation officer is the administrative official with original jurisdiction to review applications and submitted written support for completeness.
4. **Assessment and Recommendation.** Following receipt of a complete application, properties shall be evaluated for eligibility under the Designation Criteria for Historic Districts and Landmarks outlined in 35-607. The historic preservation officer shall determine whether or not the building, object, site, or structure may have historic, cultural, architectural, or archaeological significance within thirty (30) days after receipt of the completed application. Interim controls for the property shall apply in accordance with section 35-606(e).
5. **Decision.** If the building, object, site, or structure is determined to have no cultural, historical, architectural, or archaeological significance, a demolition permit may be issued immediately, provided such application otherwise complies with the provisions of the demolition ordinance and all city code requirements. If the building, object, site, or structure is found to have significance and is determined to an eligible resource for historic designation in accordance with this section, the historic preservation officer shall notify the owner of the property in writing of such determination in accordance with this division. Interim controls for the property shall apply in accordance with section 35-606(e). The historic preservation officer shall retain a written statement summarizing the reasons for the finding of historic significance for such period as required under applicable

record retention laws as followed by the city clerk's office. At his or her discretion, the historic preservation officer may request a review and recommendation by the Historic and Design Review Commission regarding the Finding of Historic Significance. Following such determination, the applicant may request a demolition permit by following the procedures for historic landmarks or properties within a historic district as prescribed in section 35-614.