



UDC Update Request Application

Part 1. Applicant Information

Name: Daniel Hazlett Organization (if applicable): Development Services
Address: 1901 South Alamo Street San Antonio, Texas 78204
Phone: 2102078270 Email: daniel.hazlett@sanantonio.gov
Signature: _____ Digitally signed by Michael Shannon Date: 10/20/2021
(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)

This amendment alters the code to allow LOC's issued by various agencies to remain valid for the life of the project, rather than 9 months provided that the plat project did not incur specific changes since LOC issuance. This is intended to remove barriers and allow for a more streamlined plat process.

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.

There are no cost increases with this amendment. It is intended to remove barriers that could slow the plat process.

UDC 2021 Proposed Amendment

Amendment 5-17

Applicant: Development Services

Amendment Title – ‘Sec. 35-431. - Application for Plat Identification Number/Letters of Certification.’

Amendment Language:

- (h) Scope of Approval.** A letter of certification does not authorize the development or subdivision of land. Upon receipt of all letters of certification, the applicant may submit an application for subdivision plat approval.

Letters of certification shall remain valid until expiration of the application ~~for nine (9) months~~ from the date of issuance by the certifying department/agency, unless the project incurs any of the following changes: increasing the size of the plat, increases in the number of dwelling units, decrease in open space, or the addition/deletion/modification of easements. If any of these changes do occur after the Letter of Certification (LOC) was issued ~~After that time period~~, new or updated letters of certification shall be required to file a proposed plat with the planning commission.

The director's decision to classify a subdivision as major or minor is based upon information provided by the applicant. If the conditions relating to the classification of a subdivision as major or minor change (such as an increase in the number of lots or a subsequent application for a subdivision variance), the letters of certification shall become null and void and the applicant shall refile the request for letters of certification.
