



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

### ***Part 1. Applicant Information***

Name: Sabrina Santiago Organization (if applicable): Public Works Department  
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Phone: 210-207-0182 Email: sabrina.santiago@sanantonio.gov  
Signature: Razi Hosseini Digitally signed by Razi Hosseini  
Date: 2022.02.01 09:24:52 -06'00' Date: 1/26/2022  
(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)***

The proposed amendments to Sec. 35-432(i)(2)(D) is to codify language where processes are already in place. Currently, we require for all residential  
subdivision plats to pay their development's FILO fees prior to recordation. We also require, where detention is proposed on those residential subdivisions,  
that the detention pond conformance letter has been submitted and approved by Storm Water proving the detention ponds have been constructed  
per plans prior to allowing the plat to move on to recordation. Again, this is already in practice per IB 553.

## 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.

The proposed amendment to Sec. 35-432(i)(2)(D) is not expected \_\_\_\_\_ to have a cost impact as the requirement to have a detention pond \_\_\_\_\_ constructed \_\_\_\_\_ per the approved construction plans prior to the plat being recorded (for residential development only) is already in practice \_\_\_\_\_ per IB 553.

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## *UDC 2021 Proposed Amendment*

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**Amendment 27-43****Applicant: Public Works****Amendment Title** – ‘Sec. 35-432. – Procedures for Subdivision Plat Approval.’**Amendment Language:**

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## (i) Recording Procedures.

- (1) **Fees.** At the time an application for a plat located within the city limits is submitted to the director of development services, the applicant shall deposit fees covering the cost of recording the plat. Such fees shall be in the form of a check made payable to the City of San Antonio.
- (2) **Recordation.** The director of development services shall release for recordation an approved plat in the deed and plat records of the county within which the plat is located, provided the property owner consents in writing, outstanding liens imposed by the city (on sites cleared of debris, removal of health hazards, over growth and/or the razing of unsafe building(s)) is resolved and approved by the director of finance, and the plat meets applicable conditions:
  - A. No site improvements are required;
  - B. All required site improvements have been completed and accepted by the director of development services;
  - C. A performance agreement and a guarantee of performance as described in section 35-437 have been filed with and approved by the director of development services and the city attorney's office as to form; and/or
  - D. All required impact and drainage fees have been paid. [For residential subdivisions with detention, detention ponds must be completed prior to plat recordation.](#)

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