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Development Services

May 2011 Newsletter

New Staff Appointments

Christopher Looney has been appointed as the Interim Assistant Director for the Planning and Community Development Department. In this new role, Chris will oversee Neighborhood Planning and Urban Design, Regional and Transportation Planning, Annexation, and the City South Management Authority.

Although Development Services will miss Chris' contribution to the department, we look forward to building new synergies with Planning and Community Development due to Chris' extensive knowledge of the entire development process. Chris will have big shoes to fill due to the current vacancies in the Planning & Community Development Department. As many of you may be aware, Patrick Howard has been deployed to Afghanistan and T.C. Broadnax is serving as the Interim Director. In addition, Jesus Garza recently retired as the Assistant Director over Specialized Planning.

With Chris' departure, Terry Kannawin has been appointed as the Interim Development Services Business Administrator. Terry combined the Call Center operations with the Business Assistance Center and created a new section: Customer Advocate Section. This Section will have a strong



Roderick Sanchez
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customer service focus with three primary goals of improved cycle time, improved consistency and quality of service, and improved customer service.

[Join Our Mailing List!](#)

If you would like to receive updates, important information or notifications about special training events, please join our department mailing list.

SABCA

San Antonio Building Codes Academy Spring Session

2009 IBC Fire and Smoke Protection Features

2009 IBC Mixed Occupancies



The San Antonio Building Codes Academy will host two courses focusing on the 2009 International Building Code. The 2009 IBC Fire and Smoke Protection Features seminar will address the critical concepts of Chapter 7, the basis for the analysis and identification of required fire-resistance ratings construction and components. The 2009 IBC Mixed Occupancies seminar addresses the requirements that apply to mixed occupancy conditions, methods for regulating mixed occupancy buildings and the differences between the methods and their relative advantages. The course schedule will be:

June 7, 2011	2009 IBC Fire and Smoke Protection Features
June 8, 2011	2009 IBC Mixed Occupancies
June 9, 2011	2009 IBC Fire and Smoke Protection Features
June 10, 2011	2009 IBC Mixed Occupancies

Mr. Bob Schutz will present the 2009 IBC Fire and Smoke Protection Features seminar. This course is worth six (6) hours of continuing education credit. The registration fee is \$150 and includes a workbook that retails for \$35.

Mr. Phil Hahn will present the 2009 IBC Mixed Occupancies seminar. This course is worth six (6) hours of continuing education credit. The registration fee is \$150 and includes a workbook that retails for \$35.

Seminar check-in will begin at 7:30 a.m. each day. Refreshments will be served during the mid-morning and mid-afternoon breaks. The deadline for a guaranteed reservation is May 27, 2011. We will accept seminar registrations up to the day of each event on a space-available basis, however we cannot guarantee course materials will be available.

PLEASE NOTE OUR CANCELLATION POLICY

Requests for registration cancellation prior to 4:00 pm on Friday, May 27, 2011 will receive a full refund of registration fees. Cancellation requests received after 4:00 pm on Friday, May 27, 2011 are subject to a \$50 cancellation fee.

To register, click [here](#). To visit SABCA's webpage, click [here](#).

Building Safety Month

The department has been celebrating Building Safety Month during the month of May. Events held include fire extinguisher training, rides on an antique fire truck for City staff, and our annual fire drill in accordance with Table 405.2 of the 2009 International Fire Code. Please enjoy some of the pictures from the events!





UDC Update

The Municipal Code website is now updated through Supplement 10 which includes all the UDC amendments adopted in 2010 including the 2010 update program adopted November 18, 2010. The Municode online is available at <http://www.municode.com/Resources/gateway.asp?pid=14228&sid=43>

In addition, a reminder that the multi-tenant provision of the UDC has been repealed as explained in IB #528 <https://webapps1.sanantonio.gov/dsddocumentcentral/upload/IB528.pdf>

The Development Services UDC webpage is updated and is available [here](#).

Lunch and Learn

Development Services hosts monthly Lunch and Learn training sessions taught by experts in their respective disciplines. These sessions cover key issues in the development process, address current trends and concerns, and provide beneficial information to our customers, community and stakeholders. Each of these FREE sessions last about an hour and a half and are held in Training Rooms A/B on the second floor of the Cliff Morton Development and Business Services Center, 1901 S. Alamo. Our scheduled courses are listed below.



Electrical Inspection Concerns

Jun 17, 2011

For more information and registration, visit our website at <http://www.sanantonio.gov/dsd/lunchlearn.asp>

New Information Bulletins

[IB 190 - Gaseous Suppression System Permit Application and Checklist](#) - the purpose of this Information Bulletin is to expedite the review of plans and specifications for gaseous suppression system permits. The IB references the applicable code sections as well as a copy of the required permit application.

[IB 191 - Sign Permit Application Process](#) - the purpose of this Information Bulletin is to outline the department's sign permit process, policies and procedures. The IB details the individual parts of the process as well as a copy of the required permit application.

[IB 536 - Process for Address Assignment and Verification](#) - the purpose of this Information Bulletin is to clarify address assignment and verification. The IB details the process for changing an address on a permit application and getting a new address assigned.

Board & Commission Openings



Individuals who have an interest in City government and are also interested in helping to serve the San Antonio community are invited to apply for one of the positions available on the following board and commissions:

- Building and Fire Code Board of Appeals - (2) positions
- Capital Improvements Advisory Committee - (2) positions
- Electrical Board - (5) positions
- Mechanical Appeals and Advisory Board - (5) positions
- Plumbing and Fuel Gas Appeals and Advisory Board - (4) positions
- Zoning Board of Adjustment - (1) position
- Zoning Commission - (1) position

The Building and Fire Code Board of Appeals is comprised of 11 members appointed by the Mayor and each City Councilmember for two-year terms. The Board determines appeals for the suitability of alternate materials and types of construction and provides for interpretation of the Building and Fire Code. Meetings are held on the third Wednesday of each month, if necessary, at 9:00 AM at the Cliff Morton Development and Business Services Center, 1901 South Alamo, 1st Floor. There is only one appointee per district. For more information, please go to http://www.sanantonio.gov/dsd/buildingfire_board.asp.

The Capital Improvements Advisory Committee is comprised of 11 members serving two-year terms. The Committee advises and assists in the implementation of the impact fee process pursuant to Chapter 395 of the Local Government Code which establishes the method for municipalities to impose impact fees for recouping the cost of off-site capital improvements necessitated by new development. The Committee also serves in an advisory capacity to the City Council with recommendations for the development of the Land Use Assumptions, impact fee related Capital Improvements Plans and in the

calculation of the impact fees. The Committee meets as needed. Meetings are usually held on Wednesday mornings at 8:30 AM at the San Antonio Water System (SAWS) offices located at 2800 US Highway 281 North.

The Electrical Board consists of 11 members appointed by the Mayor and each City Councilmember. Members serve two-year terms. The Board hears and decides appeals of orders, decisions or determinations made by the code official relative to the application and interpretation of this code. Meetings are held quarterly (at minimum) on the second Tuesday, at 9:30 AM at the Cliff Morton Development and Business Services Center, 1st floor, 1901 S. Alamo. Meeting duration is approximately one to two hours. There is only one appointee per district. For more information, please go to http://www.sanantonio.gov/dsd/electrical_board.asp.

The Mechanical Board of Appeals is comprised of 11 members appointed by the Mayor and each City Councilmember for two-year terms. The Board determines the suitability of alternate materials and methods of installation, and provides for reasonable interpretations of the Mechanical Code. The Board hears all appeals from decisions of the Director of Development Services respecting the construction, application, and enforcement of the Code. Meetings are held quarterly on the first Wednesday of the month at 9:00 AM in the Cliff Morton Development and Business Services Center, 1901 South Alamo, 1st Floor. Meeting duration is usually one to one and a half hours. There is only one appointee per district. Where 2 are listed one is serving in a holdover capacity and a new category is being advertised. For more information, please go to http://www.sanantonio.gov/dsd/mechanical_board.asp.

The Plumbing and Fuel Gas Appeals and Advisory Board is comprised of 11 members appointed by the City Council for two-year. The Board has jurisdiction over all appeals from decisions made by the Director of Development Services which relate to plumbing installation, and recommends to the City Council any amendments to the Plumbing Code. Meetings are held on the second Wednesday of each month at 9:00 AM at the Cliff Morton Development and Business Services Center, Board Room, 1st Floor, 1901 S. Alamo. Meeting duration is usually one to one and a half hours. For more information, please go to http://www.sanantonio.gov/dsd/plumbing_board.asp.

The Zoning Board of Adjustment is comprised of 11 members appointed by the Mayor and each City Councilmember and six (6) alternates appointed at-large for two-year terms. Members receive \$20.00 per meeting, not to exceed \$1,040 per annum. The Board hears variances and appeals related to the enforcement of Chapter 28, Signs and Billboards and Chapter 35, the Unified Development Code (UDC). The concurring vote of nine (9) members of the Board is necessary to approve a variance. The Board adopts a schedule of meetings each calendar year. Meetings are held at the Board Room of the Cliff Morton Development and Business Services Center, 1901 South Alamo, 1st Floor. For more information, please go to <http://www.sanantonio.gov/dsd/boardofadjustments.asp>.

The Zoning Commission is comprised of 11 members appointed by Mayor and each City Councilmember for two-year terms. Members serve at the will of the City Council until replaced. Members are compensated \$20.00 per meeting not to exceed \$1,040 per annum. The Commission holds public hearings and makes recommendations to the City Council on zoning district boundary changes and regulations in zoning districts. Meetings are held twice-monthly on the first and third Tuesdays at 1:00 PM in the Cliff Morton Development and Business Services Center, 1901 South Alamo Street, 1st Floor. For more information, please go to http://www.sanantonio.gov/dsd/zoning_commission.asp.

Individuals interested in serving on one of the boards or commissions can obtain an application by visiting <https://webapps2.sanantonio.gov/boardcomm/Vacancies.aspx>. For questions or for more information, contact (210) 207-7253.

Stage II Drought Restrictions

Stage II Restrictions begins when the aquifer level drops to 650 feet at the monitored well. The area is likely to reach this level soon, and San Antonio Water System (SAWS) recommends the following:

- All restrictions from [Stage One](#) remain in effect, unless added to or replaced by Stage Two rules.
- Landscape watering with an irrigation system, sprinkler or soaker hose is allowed only once a week from 3-8 a.m. and 8-10 p.m. on your designated watering day, as determined by your address.
- Watering with drip irrigation or 5-gallon bucket is permitted any day, but only between 3-8 a.m. and 8-10 p.m.
- Watering with a hand-held hose is allowed any time on any day.
- Use of fountains, waterfalls, or other aesthetic water features - outdoors or indoors - is prohibited, unless a variance has been granted for 100 percent non-potable water use.
- All non-public swimming pools must have a minimum of 25 percent of the surface area covered with evaporation screens when not in use. Inflatable pool toys or floating decorations may be used for this purpose.
- Washing impervious cover such as parking lots, driveways, streets or sidewalks is prohibited. Health and safety exceptions to this rule may be requested from SAWS in writing.
- Residential washing of vehicles or other equipment is allowed only on assigned watering days and times. A hose with an automatic shut-off nozzle or bucket of five gallons or less may be used. Water should not be allowed to run into the street.
- The use of commercial car wash facilities is allowed any day.
- Operators of golf courses, athletic fields and parks must submit a conservation plan to SAWS. For requirements, contact SAWS at 704-SAVE. Golf courses, athletic fields and parks may not irrigate between 10 a.m. and 8 p.m.
- Hotels, motels and other lodging must offer and clearly notify guests of a "linen/towel change on request only" program.

For additional information visit SAWS' [website](#) or call 210-704-SAWS(7297)

Historic Walking Tours

The Office of Historic Preservation (OHP) announces the launch of the 2011 Go! Historic SA Guided Running & Walking Tours. In addition to the 5K guided runs, new routes have been added this year along with fitness walking tours. At various stops along the routes, tour guides will share the stories behind the buildings, homes, neighborhoods and parks that make San Antonio unique.



On Thursday, May 26 at 6 p.m., guides will lead runners and walkers on a Brackenridge Park Tour. The tour begins at the San Antonio Zoo parking lot on N. St. Mary's Street and will include stops at the 18th-century Upper Labor acequia and dam, Miraflores Park, Joske Pavilion, Japanese Tea Garden, Tuesday Music Club, Trinity University, The Bushnell, and more.

Runners and walkers of all abilities are welcome. Participants will be divided into small groups according to experience. Each tour is \$15 per person and includes a mesh running cap. Register online at www.active.com, keywords 'guided tour.' To register by mail, go to www.sanantonio.gov/historic/PreservationMonth to download a registration form or register in person at our offices, located at 1901 S. Alamo. Participants can register on the day of the event.

For more information, call 207-1496.

San Antonio Bcycle



San Antonio is the 1st city in Texas to have a B-cycle system! San Antonio B-cycle is the newest way for residents to get a different look at their city, especially if they live or work downtown!

The system launched on March 26th and is easy to use. Simply purchase a membership online or at the Central Hub at Hemisfair Park, then swipe your membership card at any kiosk location, grab your bike and go! Membership covers all rides within 30 minute increments. Once you complete your trip, simply return the bike to the nearest kiosk.

Annual Memberships are currently available for \$25.00

For more information go to: www.sanantonio.bcycle.com, www.sanantonio.gov/oep/sabikes/ or call the Office of Environmental Policy at 210-207-0255.

Download the The B-cycle app for your iPhone or Android!

PTAC Workshop

The City of San Antonio's Procurement Technical Assistance Center (PTAC), is offering a free seminar on Tuesday, May 31, for new and existing businesses on marketing and presentation skills.

The seminar will be held from 9:30 a.m. to 11:30 a.m. at the Central Library's Auditorium, 600 Soledad, and will focus on providing attendees with the tools they need to improve their presentation skills as well as provide information on the wide range of marketing outlets available to businesses.

Presentations will be given by Apple Specialty Advertising, Trainer J.D. Remling and the San Antonio Hispanic Chamber of Commerce.

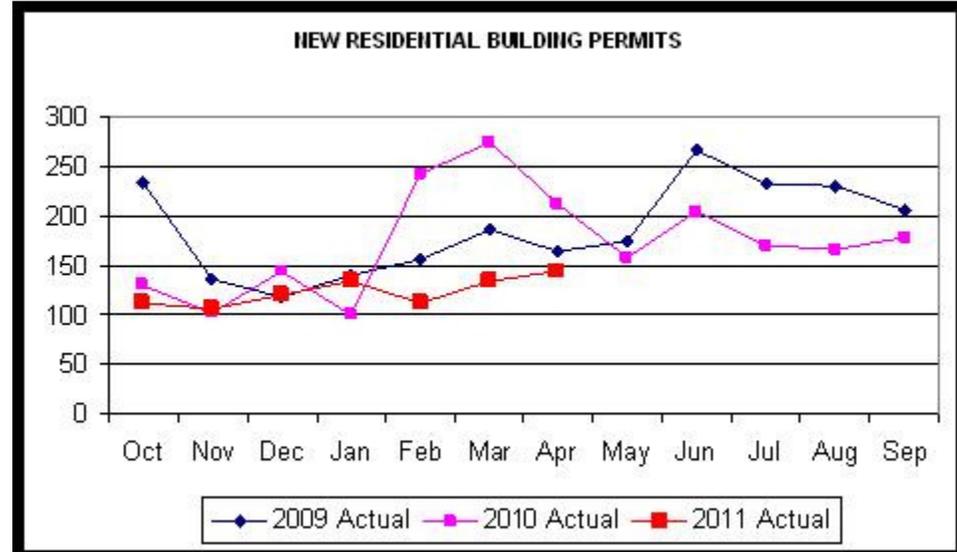
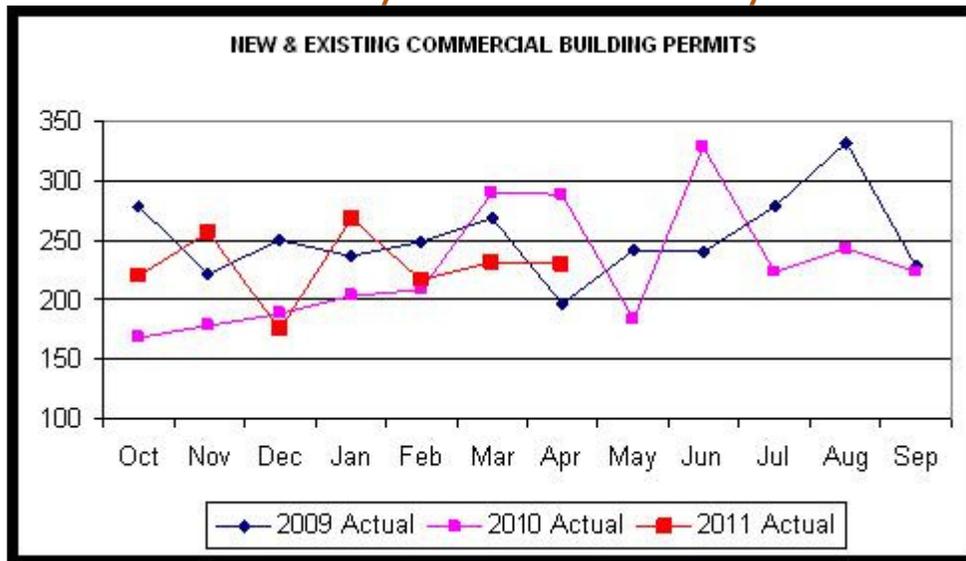
For more information or to register, call (210) 207-4680 or visit www.sanantonio.gov/ptac

FY 2010 Performance Measures

April Performance Data:

<i>Activity</i>	<i>Performance</i>
Major Plats Technical Review (Goal: 35 Calendar Days only)	11 Calendar Days(DSD)
Residential Plans Review (Goal: 3 Working Days)	2 Working Days
Complex Commercial Plan Review (Goal: 18 Calendar Days)	14 Calendar Days
Inspections Performed as Scheduled (Goal: 96%)	94% as Scheduled
Call Center Telephone Abandonment Rate (Goal: 5%)	3% Abandoned
Customer Service Survey Score (Scale 1-5, highest is 5)	4.81

Monthly Permit Activity



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