

Planning & Development Services

September/October 2009
1901 S. Alamo
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www.sanantonio.gov/dsd

SABCA Training Event

The San Antonio Building Codes Academy Will Host These Seminars:

2009 International Residential Code Significant Changes

**2009 International Plumbing Code Design, Installation
and Inspection Principles**



Effective January 1, 2010, The City of San Antonio will adopt the 2009 International Residential Code and the 2009 International Plumbing Code. In preparation for the adoption, we are hosting two courses on the significant changes in the residential code and two courses on the fundamentals of the new plumbing code. These courses will be presented by Mr. Bob Schutz P.E., P.S., CBO and Mr. John Gibson, Jr., M.C.P., C.B.O., C.P.C.A., C.F.I.

Mr. Schutz will present the 2009 International Plumbing Code Design, Installation and Inspection Principals session and Mr. Gibson will present the 2009 International Residential Code Significant Changes session. Each course is worth 6 hours of Continuing Education Credit and includes a \$40 workbook. These sessions will be held in Room 001, river-level, in the Henry B. Gonzalez Convention Center. The seminar schedule will be:

Monday, 12 Oct 2009

Tuesday, 13 Oct 2009

Wednesday, 14 Oct 2009

Thursday, 15 Oct 2009

2009 IPC Design, Installation and Inspection Principles

2009 IRC Significant Changes

2009 IPC Design, Installation and Inspection Principles

2009 IRC Significant Changes

Registration fees are \$160 beginning September 5, 2009 and the deadline for a guaranteed reservation is Monday, October 5, 2009. We will accept seminar registrations up to the day of each event on a space-available basis, however we cannot guarantee a workbook will be available. To register, please visit our website at <http://www.sanantonio.gov/dsd/sabca.asp>

Habitat Compliance Form Requirement Adopted

On August 20th the City Council adopted a requirement for a Habitat Compliance Form for threatened or endangered species in conjunction with tree permits, subdivision plats, Master Development Plans and Planned Unit Development plans greater than two acres in size. To assist staff and our customers the following resources have been provided on the PDS website:

- Habitat Compliance Form: <http://www.sanantonio.gov/dsd/pdf/HabitatComplianceForm.pdf>
- List of biologists certified to conduct surveys (list provided by USFWS): <http://www.sanantonio.gov/dsd/pdf/CertifiedBiologistsUSFWS.pdf>
- Map of presumptive habitat areas: <http://www.sanantonio.gov/dsd/pdf/0908GD06.pdf>



City Council Action Items

Upcoming City Council Hearings

- October 1st —Building Related Codes Adoption
- October 8th—Infill & Reinvestment Policy on January 1, 2010.

City Community Link Center Usage Fee

Please be aware that **effective Thursday, October 1, 2009, a \$1.00 Customer Usage Fee** will be charged per customer per visit at a **Community Link Center**. The fee applies only to city services obtained at any of the City's Community Link Service Centers. A customer making multiple transaction will only be charged a \$1.00. The fee was approved and adopted in the City's FY10 budget.

Digital Billboard Town Hall Meetings Concluded

During the summer of 2009 the Department held five community meetings to elicit feedback on the digital off-premises sign pilot program. The results of this outreach resulted in the submittal of 268 comment forms and emails that are available to view on the Department's website at <http://www.sanantonio.gov/dsd/digitalsigns.asp>. In addition, the audio recording of each meeting is available on the website as well as other resources that may be of interest to the public.



New Information Bulletins

The department recently posted new Information Bulletins/Code Interpretations to its website at www.sanantonio.gov/dsd:

IB 165—Annual Billboard Registration Form/Summary Sheet — the purpose of this Information Bulletin (IB) is to provide the approved document for the upcoming billboard registration process. It contains a copy of the form as well as means to calculate the permit fees.

Electronic Plan Storage

Earlier this year, Planning and Development Services was presented with a challenge; the Municipal Records Facility had no more room for us to store plan sets. The solution; scan approved plan sets and store them electronically. Storing plans electronically not only frees up physical storage space, but is a much better method of protecting documents and retrieving them. Last year, the City Council approved a new fee to cover the cost of scanning and storing documents (\$1.30 per page for large-scale documents and \$0.15 for legal-size or smaller). In an effort to reduce the costs to our customers associated with storing plan sets electronically, the Director has authorized the digital submission of City-approved plan sets for digital storage.



Beginning October 1, 2009, Planning and Development Services will require an electronic copy of the approved plan sets saved as a TIFF image, to be submitted on a CD. We will also ask the design professional to submit a letter stating the electronic submission is the City-approved plan set. For plans submitted as post-permit revisions, the design professional will submit one physical set of plans and one electronic set. For those who do not submit an electronic copy of the City-approved plan set, a fee (based on the number of large-scale and legal-size documents and smaller) will be assessed at the same time the building permit fees are assessed.

We appreciate your patience and cooperation as we find ways to keep costs down while increasing our level of service and finding ways to continually improve our business practices. If you have any questions or concerns about the new requirement, please contact Jim Flood at james.flood@sanantonio.gov. Thank you.



August 2009 Performance Measures

| Activity | Performance |
|--|------------------------------|
| Major Plats Technical Review (Goal: 35 Calendar Days) | 19 Calendar Days (PDSD only) |
| Residential Plans Review (Goal: 3 Working Days) | 2 Working Days |
| Complex Commercial Plan Review (Goal: 18 Calendar Days) | 13 Calendar Days |
| Inspections Performed as Scheduled (Goal: 95%) | 97% as Scheduled |
| Call Center Telephone Abandonment Rate (Goal: 5%) | 2% Abandoned |
| Customer Service Survey Score (Scale 1-5 points—5 the highest) | 4.90 |

FY 2010 Budget

On September 17th, City Council approved the FY 2010 Annual Operating and Capital Budget. The budget includes the following revenue enhancements.

| <u>Revenue Enhancement</u> | <u>Fee</u> |
|---|-----------------------|
| Expedited Zoning Case | Double the Zoning Fee |
| Variance & Non-Conforming Use Verification Letter | \$150/Request |
| Non-Conforming Use Pre-Application/Research | \$75/Request |
| Postponement/Withdrawal of Neighborhood Plan Amendments | \$400/Request |
| Median and Turn Land Review (Outside of Plat) | \$100/Hour |
| Land Development Plan & Plat Review (no fee is specifically indicated) | \$100/Hour/Reviewer |
| Consolidation of Legal Description per Lot Fee with per Lot Fee for Major and Minor Plats | No Change |
| Occupant Load Increase Inspection Fee | \$100/Hour |
| Residential Test & Maintenance Backflow | \$5/Backflow |
| Adoption of Valuation Table for Commercial Projects | |
| Customer Usage Fee, Customer Link Centers | \$1/visit |



In addition, the department will implement four fees previously approved by City Council.

- Rights Determination Validation during building plan review (\$250/review)
- Document Management Fee – see companion article in this newsletter
- Driveway Approach Review (\$100/hour)
- Sign Preliminary Site Inspection (\$50/inspection)

Staff Certification

Congratulations to the following staff members for certification achievement:

- Leo Salas, ICC Electrical Plans Examiner
- Toby Bowman, Permit Technician
- Jason Brichta, Permit Technician
- Andrew Espinosa, ICC Residential Mechanical Inspector
- Jose Delgado, Permit Technician





SAPD Budget

On September 17th, City Council approved the following revenue enhancements for the San Antonio Police Department.

Revenue Enhancement

Criminal Background Checks
Commercial Alarm Permit Fee/ Renewal Fee
Residential Alarm Permit Fee
Commercial Robbery False Alarm Fee

Fee

\$25/Request
\$100
\$ 50
\$200/Second Alarm
\$300/Third Alarm
\$400/Fourth Alarm
\$500/Fifth Alarm or more



Lunch & Learn

Planning and Development Services offers Lunch and Learn training sessions taught by experts in their respective fields. Our Lunch and Learn sessions are free and you now need a reservation to attend. Each session begins at 11:00 AM and lasts about an hour and a half. Please bring your lunch and join us!

21 Oct 09 - 2009 International Fire Code Topics and Adoption

20 Nov 09 - Certificate of Occupancy

Our monthly Lunch and Learn schedule as well as registration for the events can be found on our website at <http://www.sanantonio.gov/dsd/lunchlearn.asp>. Please email Jim Flood at james.flood@sanantonio.gov if you would like to suggest a topic for future Lunch & Learn programs.



Monthly Permit Summary

