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Planning & Development Services

September 2010 Newsletter

FY 2011 City of San Antonio Budget



On September 16th, 2010 City Council approved the FY 2011 Operating and Capital Budget. FY 2011 marks the fourth consecutive year with no

increases to property tax rates. The budget also includes the following revenue enhancements for the department that will go into effect on October 1, 2010:

- Reduce minimum fee for after hour inspections from \$100/hour with a two hour minimum to \$100/hour with a one hour minimum
- Reduce fee for event notification from \$20/commercial permit, \$10/residential permit and \$6/trade permit to \$1/permit
- Restructure the document management fee to a flat fee based on the size of the project:

	Walk Through Plans	\$10	Retaining Walls	
\$10	Demolition	\$10	10 Day Plans	
\$25	Site Plans	\$30	20 Day Plans	\$50
	School Districts (New)		and 35 Day Plans	
\$150/roll	School Districts - Interior Finishout			\$10

- Establish a minimum value of \$30,000 for swimming pool permits (unless a signed contract for a lower value is provided)
- Increase permit refund fee from \$25 to \$50
- Establish minimum permit fee for sidewalks/curbs of \$50/permit
- Establish a building/suite assignment fee of \$100/building and \$20/suite
- Establish a fee for linking permits of \$5/permit for residential and \$10/permit for commercial (this fee can be avoided, see [IB 194](#) in this newsletter)

- Establish a cancellation fee for SABCA of \$50 if registration is cancelled within one week of the event
- Establish a plan amendment refund fee of \$100/request
- Establish fee to issue building permit ready/status letter fee of \$50/request

In addition to the fee enhancements the department's refund policy has changed. The department has limited the time period to get a refund to 30 days on trade permits and 90 days for building permits.

UDC Updates

The 2010 UDC biennial update process is underway! Over 300 amendments have been proposed by City and County staff as well as various community stakeholders. All amendments can be viewed online at <http://www.sanantonio.gov/dsd/udc.asp> The Planning Commission's Technical Advisory Committee reviews the amendments and then staff forwards the amendments to both the Planning and Zoning Commissions and finally City Council for adoption. Some major areas of interest in the 2010 update include the following:

- Simplification of the UD, RD, FR, MI-1 and MI-2 "flex districts"
- Incorporation of Rule Interpretation Decisions (RIDs)
- Updates to subdivision application forms and legal instruments
- Amendments to street construction standards
- Sign standards in Historic and RIO districts
- New definitions in Appendix A



IAS Certification Update

The hearing for the department's certification with IAS is scheduled for September 24th. The lead evaluator will present his report to the committee. Thereafter, the committee will ask questions.

Once the committee has heard everything, they will decide whether or not to certify our department. Should we gain the IAS accreditation, there will be a formal award ceremony at the ICC Annual Convention and San Antonio will be the largest city in the country to receive this distinguished award.

New Information Bulletins/Code Interpretations

We recently posted this [Information Bulletin](#) to our website www.sanantonio.gov/dsd:

[IB 157- Obtaining Permits for Sign Monuments and Free Standing Signs](#)- the purpose of this Information Bulletin is to inform the public about the process for obtaining permits for sign monuments and free standing signs. The IB contains the checklist as well as a template for the engineer's letter.

[IB 194 - How to Request to Link Child Permits to the Parent Permit](#) - the purpose of this Information Bulletin is to inform the public about the process for linking permits in Hansen without being charged a fee. The IB contains forms for requesting the linking of permits and contact information.

CI 2010-014- Code Requirements for Drinking Fountains and Mop Sinks - the purpose of this Information Bulletin is clarify whether drinking fountains and mop sinks are required in existing building or tenant space where they don't currently exist. The requirements are set forth in the 2009 International Existing Building Code sec 101.4.2, 307.9, 910 and the International Plumbing Code 403.1.

CI 2010-015 -Home Occupancies and Residential Portions of Live Work Units- the purpose of this Information Bulletin is to clarify when an existing residential unit must be re-wired in a commercial wiring method. The requirements are set forth in the 2009 International Building Code sec. 409, Unified Development Code se. 35-378 and 35-381, and 2008 National Electrical Code 334.10 (1) and (2).



Years of Service Awards

The department recently held a breakfast to congratulate staff who reached a milestone in their service time to the City. Those employees are:

Rod Sanchez with Pete Vega

5 Years

Amparo Arriaga
Barry Archer
Jennifer Gallegos
Kenneth McCants
Larry Odis
Lauren Williams
Leonardo Salas
Mary Lou Aguilar
Neil Jeffers
Ray Herrera
Vincent Trevino
Xavier Limas

10 Years

Jaclyn Corona
Kevin Carr
Mark Celestino
Michael Constantino
Sandra Gonzalez
Suanne Callow

30 Years

Joan Rodriguez
Pete Gomez

20 Years

Juan Gonzales
Manuel Rodriguez

25 Years

Celia (Sally) Arriaga

40 Years

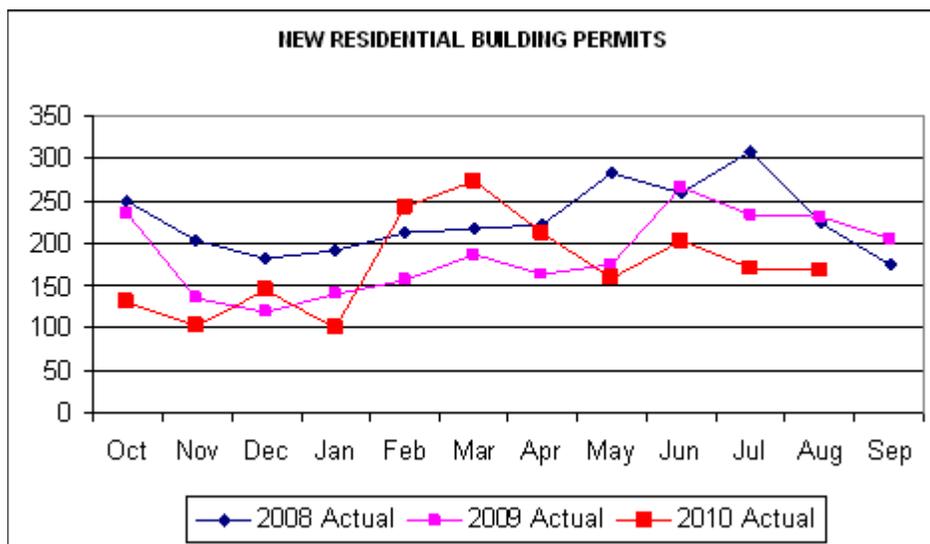
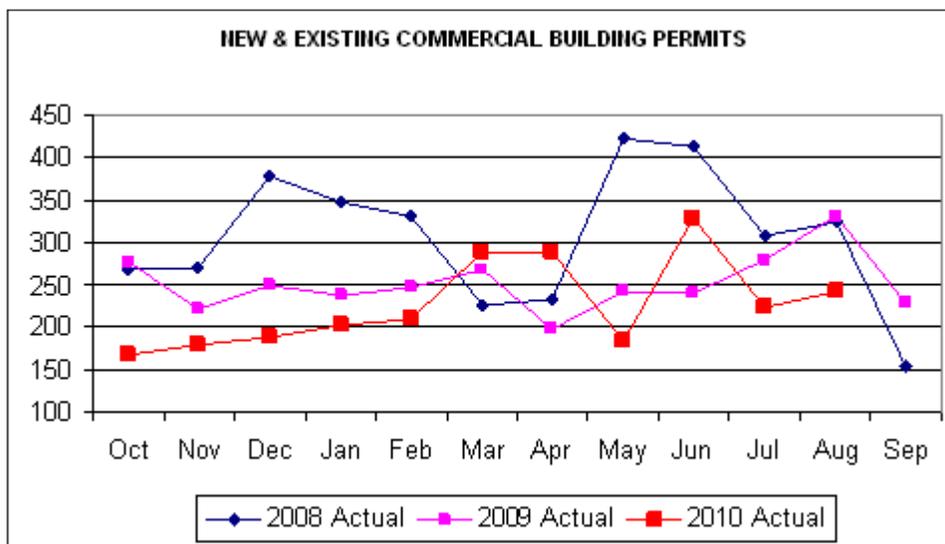
Pedro (Pete) Vega

FY 2010 Performance Measures

August Performance Data:

Activity	Performance
Major Plats Technical Review (Goal: 35 Calendar Days only)	9 Calendar Days (PDSO)
Residential Plans Review (Goal: 3 Working Days)	1 Working Day
Complex Commercial Plan Review(Goal: 18 Calendar Days)	14 Calendar Days
Inspections Performed as Scheduled (Goal: 96%)	96% as Scheduled
Call Center Telephone Abandonment Rate (Goal: 5%)	3% Abandoned
Customer Service Survey Score (Scale 1-5, highest is 5)	4.71

Monthly Permit Activity



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