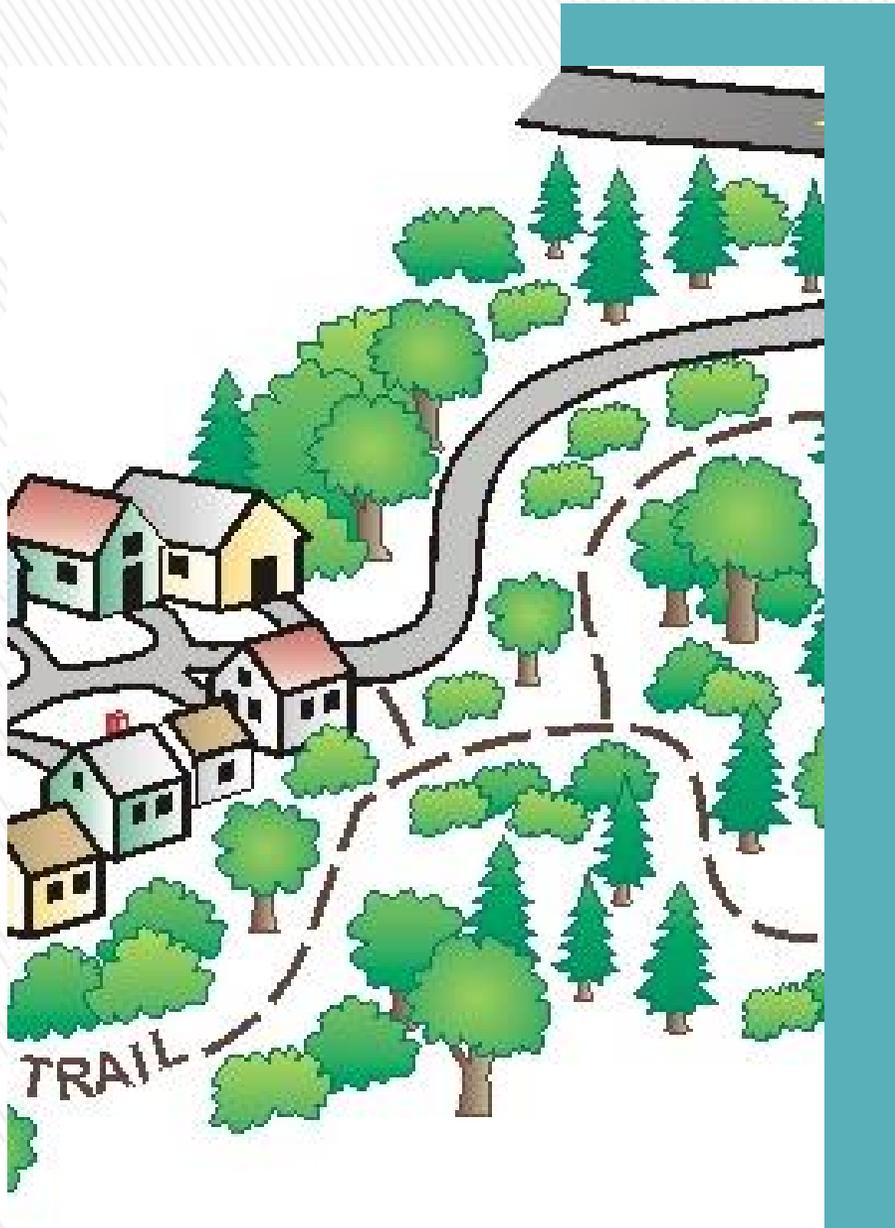


# 2020 UNIFIED DEVELOPMENT CODE UPDATE PROCESS



Presented by: Tony Felts, AICP – Policy Administrator  
**01.18.2020**





# Unified Development Code

- » Is Ch. 35 of City Code
- » Current adopted in 2001
- » Implements City's policies on:
  - > Comprehensive plan
  - > Master Plan
- » Includes development regulations for:
  - > Subdivision platting
  - > Zoning
  - > Street and drainage design standards
  - > Historic preservation
  - > Protection of natural resources
    - + Trees, aquifer, etc.

# UDC Amendments

- » Every 5 years
- » Reasons to amend:
  - > Workability and administrative efficiency
  - > Eliminate unnecessary development costs
  - > To reflect changes in:
    - + Law
    - + State of the art standards in land use planning and urban design

- » Amendments can be initiated by:
  - > City staff
  - > Zoning commission
  - > Planning commission
  - > Board of Adjustment
  - > Historic Design & Review Commission
  - > External parties
    - + Neighborhoods, businesses, etc.
  - > City Council



# UDC Amendments

## *From External Parties*

- » Amendments should fall in one of the following:
  - > **Edits** - no impact to intent of provision
  - > **Clarification** – provide ease of interpretation and understanding
    - + Do not alter intent or meaning of existing provisions
  - > **Rule Interpretation Determinations (RIDs)** – written policies on items not fully covered in UDC
    - + DSD director, Historic Preservation Officer (OHP director), and Planning director

- » Planning Commission may choose to sponsor amendments not meeting 3 criterion



# Proposed Amendments

## *From External Parties*

- » Should include the following:
  - > Contact Information (name, organization, address, phone number, email, signature, date)
  - > Basis, reason and brief summary of proposed amendment
  - > Include entire section of the code
    - + Sec. 35-378 (a)(1)
- » Correct format:
- » added language = blue and underlined (example)
- » deleted language = red and stricken
  - > Delete entire word
  - > (example ~~exempt~~)
- » Word or phrase deleted
  - > New word or phrase before deleted word

# Application



CITY OF SAN ANTONIO  
DEVELOPMENT SERVICES DEPARTMENT  
P.O. BOX 839966 | SAN ANTONIO TEXAS 78283-3966



## UDC Update Request Application for External Parties (neighborhoods, external agencies, stakeholders, etc.)

### Part 1. Applicant Information

Name: \_\_\_\_\_ Organization (if applicable): \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(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)

### 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)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

» On our website

» [Sanantonio.gov/DSD](http://Sanantonio.gov/DSD)

# Process

Ensure submission complete and amendments for only Ch. 35.

Determine if "edits," "clarifications," or neither.

May sponsor amendments that are not "edits" or "clarifications."

Accept amendments

Deadline for amendment proposals

Review by DSD

Planning Commission Technical Advisory Committee (PCTAC)

Planning Commission

JAN.  
1

MAY  
1

MAY

MAY  
-  
JUN.

MAY  
-  
JUN.

# Process

Full analysis. Final recommendations sent to applicable Boards & Commissions.

Final recommendations sent to Committees and City Council.



JUN.  
-  
OCT.

NOV.  
-  
DEC.

DEC.

JAN.  
1  
2021



# More Information

» Our website:

- > [Sanantonio.gov/DSD](http://Sanantonio.gov/DSD)
- > [UDC 2020](#)
- > [Municode](#)

The Unified Development Code (UDC) is Ch. 35 of the municipal code. Updated every 5 years or through a City Council Consideration Request (CCR) it establishes rules, policies, and procedures for land development. These include zoning, platting, subdivisions, trees and landscaping, street constructions, and storm water.

## OVERVIEW

Updates to the UDC are intended to streamline the development process, reduce its cost, and incorporate changes required by State law. As part of the process, extensive discussions are incorporated with the neighborhoods, other city departments, external agencies, and the development community. For updates and more information on this process, visit:

[www.sanantonio.gov/DSD](http://www.sanantonio.gov/DSD)  
(under "Resources," "Codes and Ordinances")

## WHAT TYPE OF AMENDMENTS?

Unless initiated or sponsored by the Zoning Commission, Planning Commission, or the Board of Adjustment, the amendments submitted are limited to the following two categories:

- Edits - these changes do not alter the impact of the provision (such as spelling and grammar corrections, formatting, text selection, or addition of text in compliance with existing ordinances, statutes or case law).
- Clarifications - done for ease of interpretations and understanding of existing provisions without changing its intent.

Amendments not in these categories must be sponsored by the Planning Commission in order to move forward in the process.

## WHAT IS THE DEADLINE TO SUBMIT AMENDMENTS?

The Development Services Department (DSD) staff can receive UDC update proposals (edits or clarifications) from any city department, agencies, individuals, and interest groups. All amendments must be submitted by May 1, 2020 to DSD's Policy Administration Section.

## WHO TO CONTACT

City staff is available and ready to assist you with any questions and information you may need.

**Tony Felts, Policy Administrator** - (210) 207-0153  
**Monique Mercado, Sr. Planner** - (210) 207-5016  
[UDCAmendments@sanantonio.gov](mailto:UDCAmendments@sanantonio.gov)

## PROCESS

**Jan. 1, 2020**  
begin accepting submissions.

**May 1, 2020** is deadline for submission of amendment proposals.

**Oct. 30, 2020** amendments are submitted to applicable Boards & Commissions.

**Dec. 1, 2020** City Council receives recommendations from Boards & Commissions.

**Jan. 1, 2021** final amendments become effective.



# Contact Us!

» [UDCAmendments@sanantonio.gov](mailto:UDCAmendments@sanantonio.gov)

- > **Tony Felts, AICP**
- > Policy Administrator
- > **210-207-0153**
  
- > **Monique Mercado**
- > Principal Planner
- > **210-207-5016**



# UDC Amendments

Surveys

E-blasts &  
social  
media

DSD  
Academy

Community  
meetings

Live  
streaming

Website

Training  
2021



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