



Frequently Asked Questions at Unified Development Code (UDC) Community Meetings

- 1. What do you mean by reducing unnecessary costs in development? Does this include costs associated with platting? Building a fence?**
 - There could be several ways that an amendment may reduce costs for development, but these amendments would need to focus on procedural costs, not material costs. Material costs are not regulated by the UDC.
- 2. If a customer needs help navigating [municode](#) and needs help looking for a certain section of the code, who can we contact?**
 - Customers can contact UDCAmendments@sanantonio.gov or call Logan Sparrow (210) 207-8691, Monique Mercado (210) 207-5016
- 3. Can neighborhood associations propose and/or amend major policy changes in this UDC amendment process?**
 - Yes, external parties (stakeholders, neighborhoods, external agencies, citizens) may submit amendments that do not fall within the categories of editing or clarifying. However, these types of amendments would need to be sponsored by Planning Commission in order to move forward in the amendment process.
- 4. Who are the members in Planning Commission Technical Advisory Committee (PCTAC)? Are community members represented in this committee? Do PCTAC members get paid?**
 - There are 30 appointed voluntary members on PCTAC. We have members from community at large, Planning commission, Zoning Commission, Board of Adjustments, Parks Board, licensed professional engineers, architects, planners, etc. [List of members](#). They serve on a volunteer basis and are unpaid.
- 5. Who will be receiving training on the new amendments once approved by city council?**
 - Development services will be conducting training on these amendments starting November 2022 for internal city departments and for the general public, stakeholders, external agencies, and neighborhoods. Trainings will be hosted at Development Services Department through DSD Academies on Saturday mornings.
- 6. What is the purpose of amending the UDC chapter 35?**
 - For workability and administrative efficiency, to eliminate unnecessary development costs, to reflect any changes in Law from the Texas



Legislative Sessions, and to mirror changes in land development practices.

7. What code regulations/topics are within the UDC?

- Subdivision platting, zoning, short term rentals, affordable housing, accessory dwelling units, home occupation, street and storm water design standards, historic preservation, tree preservation, and more.

8. Can the general public amend Home Owner Association restrictions/ deed restrictions within the UDC process?

- No, the UDC does not contain or enforce any HOA/deed restrictions as those are private agreements that the City is not a part of.

9. What is the fee to submit a UDC amendment?

- There are no application/processing fees. All amendments may be submitted and considered free of charge.

10. Who are the members in Planning Commission?

- There are 9 members on planning commission that are appointed by city council. [List of members](#). The Planning Commission has the principal duty of acting as an advisory body to City Council regarding both amendments to the Master Plan of the City and the Unified Development Code. The Commission also serves as a final authority pertaining to subdivision plats within the City of San Antonio city limits and within the Extraterritorial Jurisdiction.

11. When will PCTAC meetings begin and can the general public attend? Will there be meeting minutes? Will the UDC amendments be tracked online for public view?

- PCTAC meetings will begin February 2022. These meetings will be held at the Development Services Department Onestop at 1901 South Alamo Street San Antonio, Texas 78214 and they are all open to the public. These meetings will be [live streamed](#). [Agendas](#) and minutes will also be posted online for public view. Yes, UDC amendment submittals will be tracked online for public view. [Link to website](#).

12. How many Council Consideration Requests (CCRs) have there been these past 5 years?

- Since the 2015 UDC amendment process, changes have been made to the UDC as a result of CCRs or Stakeholder Groups.
 - Zoning Sign and Courtesy Notice Changes
 - Creating the RIO-7 Overlay in the vicinity of San Pedro Creek
 - Modifications to the demolition procedures for historic structures
 - Military Lighting Overlay District (MLOD) update
 - Short Term Rental regulations



- ETJ Military Protection Areas regulations
- Infill Development Zone (IDZ) update
- Atlas 1 (stormwater) update
- Habitat Compliance Form update

14. Who has the final consideration if a UDC amendment get approved/denied?

- City Council is the final decision on all amendments. All other boards, commissions, and committees only make recommendations to City Council.

15. Has this UDC amendment process been consistent throughout the years?

- Our UDC amendment process has been consistent since 2005.

16. Is the UDC amendment process presentation online?

- Yes, we have an audio presentation on the UDC amendment process available online. [Link to website.](#)

17. Is there a format that needs to be followed for submitting proposed language for UDC amendments?

- Yes, any language proposed to be removed must be ~~red with strike through.~~ Any language proposed to be added must be [blue and underlined.](#) Please read our [Information Bulletin](#) (IB) 558 for more detailed information regarding formatting proposed UDC amendments.

18. Does private property need to comply with COSA UDC codes/regulations?

- Yes, both private and public property need to comply with COSA UDC regulations.

19. Does state/federal buildings/property need to comply with COSA UDC codes/regulations?

- No, state or federally owned properties do not need to comply with COSA UDC regulations. Example, State Universities, U.S. Post offices.

20. Do the amendments go through a local process or does this have to be approved by the state?

- The UDC amendment process is a local process and amendments do not need to be approved by the state. [Link to UDC process.](#)

21. Who determines if UDC amendments need to be sponsored by Planning Commission?

- PCTAC will review each submitted external amendment and will determine which ones need to be presented to Planning Commission for their consideration. It will be up to the Planning Commission to decide which external amendments they would like to sponsor.



22. Can there be multiple amendments submitted for the same section of code?

- Yes, we can receive multiple submittals for the same section of code by different applicants. We may contact each applicant in case they are conflicting amendments to one another for further review or feedback.