## QUICK LOOK

<table>
<thead>
<tr>
<th>Zoning Commission</th>
<th>Planning Commission</th>
</tr>
</thead>
<tbody>
<tr>
<td>• 1\textsuperscript{st} &amp; 3\textsuperscript{rd} Tuesday at 1 p.m. monthly</td>
<td>• 2\textsuperscript{nd} and 4\textsuperscript{th} Wednesday at 2 p.m. monthly</td>
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<tr>
<td>• Recommends on rezoning requests</td>
<td>• Recommends on plan amendment changes</td>
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QUICK LOOK

City Council

• 1st & 3rd Thursday at 2 PM monthly for zoning and plan amendments

• Final authority
  • If not approved, another request cannot be filed on same property for 1 year.
ZONING COMMISSION

ABOUT THE ZONING COMMISSION
The Zoning Commission is responsible for conducting public hearings related to zoning change requests. The Commission conducts public hearings and recommends the appropriate boundaries of zoning districts, and recommends changes to the regulation to be enforced in those zoning districts to City Council. Additionally, the Zoning Commission prepares a final report for the City Council on recommendations for change in zoning district boundaries or regulations in zoning districts.

APPLICATION PROCESS
The application to request a zoning change can be found in the Agendas & Resources. After you submit your application, Development Services will assign a case manager to guide you through the process.

MEETING SCHEDULE
The Zoning Commission holds a public hearing twice monthly on the first and
ZONING APPLICATION

City of San Antonio
Development Services Department
Zoning Section

Application Checklist

A complete application shall include the following minimum information and documents:

- Property Description:
  - Address and/or location
  - Total acreage and legal description (including Lot, Block, and Section number for platted lots, or a metes and bounds description, via a set of field notes, for partial or irregular lots or lots that are not platted)
    - If the request includes multiple land use designations and/or zoning districts, please provide legal description and acreage totals for each zone.
    - Please note, all field notes must be signed and sealed by a licensed or approved surveyor or engineer.
  - Legal Description for platted lots can be obtained from the Bexar County Appraisal District.
  - Current and Requested land use and zoning, as well as any requested text amendments related to adopted plans.
  - City Council District.
  - Camp Bullis area cases: U.S. Fish and Wildlife coordination.

- Name, address, telephone number, and email address (if applicable) of all Property Owners. If the Property Owner is a Partnership, Corporation, or other organization, please submit a list of Partners, owners, or Directors or incorporating document to show signature authority.

- Name, address, telephone number, and email address of the Applicant and Authorized Representative (if applicable).

- Authorization by Property Owner(s) or Applicant or Authorized Representative is not the (all Property Owners).

- Statement of Purpose for Plan Amendment and/or Zoning Change Request.

- Signatures and initials needed:
  - Property Owner(s):
    - Signature of all individuals listed as current Warranty Deed(s) applicable to the subject property, or
    - Signature and title of the Owner of the Property listed on the current deed(s), or
    - Signature and title of a pardoning officer, director, or other person who has signature authority for the Owner Organization listed on the current deed(s), or
    - Documentation verifying signature authority may be required.
  - Applicant signature verifying that the applicant is owner and complete, and indicating acceptance of maximum, photos, signage, public information relating to the zoning case:
    - The applicant signature section must be notarized. Notary services are available for a fee at the Zoning Section office.
  - Initials of Property Owner(s) and Applicant acknowledging Municipal Campaign Finance Regulations.

- Completed Traffic Impact Analysis (TIA) Threshold Worksheet, reviewed and signed by the Engineering Division at the time of application submitted.

- Additional Required Documents:
  - A copy of all current Warranty Deeds applicable to the subject property, on file with the County Clerk.
  - A copy of the current tax assessed value and map, available from the Bexar County Appraisal District.

- Site Plans, if requesting "IDZ" inside Development Zone District, "PSZ SD" from Based Zoning Specialized District, a Conditional Use, or a Specific Use Authorization. These refer to the Site Plan Requirements (See Page 10). Site Plans that do not meet minimum requirements cannot be accepted, possibly delaying the zoning case.

- Appropriate Fees - Please make checks payable to the City of San Antonio.
HOW TO CHANGE ZONING AND PLAN AMENDMENTS

Application
- Fee

Staff Review
- Consistency with Adopted Plans
- Field Visit
- Criteria for Review

Notification
- Newspaper
- Properties within 200 ft.
- Registered NAs
- Signage

Zoning Commission
- Public Hearing
- Recommendation

Planning Commission (Plan Amendments only)
- Public Hearing
- Recommendation

City Council
- Public Hearing
- Final vote

Staff Recommendation
PROCESS ALLOWS YOU TO PARTICIPATE

• Stay informed
  • Look at cases early on

• Keep an eye out
  • For signs on properties

• Respond to notices
  • Mail back cutout portion
  • Contact the Case Manager

• View and go to Public Hearings
  • Planning and Zoning Commissions
  • City Council

• Sign up on Constant Contact
  • To receive email notification of agendas and other items
CHECKING UPCOMING CASES

HOMEOWNER
Learn what you need to build your new residential single-family home, remodel or repair your existing home, convert a room, or build an addition to your home.

LATEST NEWS
Friday, April 21, 2017
US 281 North Services in Lieu of Annexation Agreement

Wednesday, March 22, 2017
Dark Sky Policy Evaluation

CUSTOMER WAIT TIMES
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UPCOMING ORDINANCES
- Tentative Zoning Cases
- Street Name Change Applications
BE ON THE LOOK OUT

Signs in English & Spanish

**REZONIFICACIÓN**

**CASO #**

**CONTACTO #**

**PURPOSE:** FROM ___________________ TO ___________________

www.sanantonio.gov/DSD/Boards/Zoning

**CIty OF SAN ANTONIO**

**DEVELOPMENT SERVICES DEPARTMENT**

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Cutout portion of notice

City of San Antonio Development Services Department

**Notice of a Zoning Commission Public Hearing Regarding Case [XXX]**

The City of San Antonio Development Services Department has received an application proposing to rezoned the existing change from...
CHECKING POSTED AGENDAS
CONSTANT CONTACT
ZONING MAP - ONLINE

HOMEOWNER
Learn what you need to build your new residential single-family home, remodel or repair your existing home, convert a room, or build an addition to your home.

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- Street Name Change Applications

SA.GOV RELATED SITES
- FIRE MARSHAL
- OFFICE OF HISTORIC PRESERVATION
- STORM WATER
- MORE LINKS...
Codes and Ordinances
IT’S ALL ABOUT THE ZONING

• The legal use of the land
  • Can I build my home?
  • Can I open my business?

• Encourages orderly development
  • Using planning policy and principles

• Address incompatibility of adjacent land use and promotes public safety
  • Intense industrial uses and single family residential
ARTICLE III - ZONING

• Identifies zoning districts
  • Defines
  • Explains rules that apply in each
    • Heights, setbacks, density
    • Allowed uses
    • Additional standards guidelines for some uses and districts, including parking, landscape buffers, etc.
# ZONING DISTRICTS

## Base Districts
- Allows a specified range of uses
- **Examples:**
  - Residential Single-Family and Residential Mixed
  - Multi-Family
  - Office
  - Commercial
  - Industrial
  - Flex

## Overlay Districts
- Additional development guidelines
  - Address compatibility
  - Do **not** regulate use
- **Examples:**
  - “HD” Historic
  - “NCD” Neighborhood Conservation
  - “RIO” River Improvements
  - “MLOD”/“MSAO” Military lighting and sound
  - “ERZD” Aquifer recharge zone
# ZONING DISTRICTS

## Conditional Use
- Pulls an individual use into a lower zoning district
- Table 422-1 specifies uses permitted by right in districts may be permitted with a Conditional Use District
  - Example: Uses in “C-1” permitted by right, may be allowed in any residential districts with a “CD”
- Requires submittal of site plan
- Allows conditions as part of the Ordinance
- Enforced by the city

## Specific Use Authorization
- Additional level of review for certain uses not allowed “by-right” due to:
  - unique characteristics
  - or potential impacts on adjacent land uses
- Availability determined by the zoning use matrices (Ch. 35.311 Permitted Use Matrix)
- Requires submittal of site plan
- Allows Conditions as part of the Ordinance
- Enforced by the city
ZONING DISTRICTS

Special Districts

• Address unique situations
  • replace standards and requirements of the base zoning districts

• Examples:
  • “MPCD” and “MXD” - large, mixed-use developments
  • “QD” and “G” limited use districts
  • “IDZ” Infill Development
  • “PUD” Planned Unit Development
INFILL DEVELOPMENT ZONE – “IDZ”

• Encourages inner city development
• Includes CRAG
  • 10% of structures in census tract abandoned or
  • 10% of lots are vacant or
  • Inside Loop 410
• Ideal for lots developed many years ago
  • structures built prior to setback or parking requirements
• Victoria Courts:
  • first IDZ district processed within 1st year of the UDC adoption
INFILL DEVELOPMENT ZONE – “IDZ”

• As a **base zoning** district:
  • Applicant specifies a list of allowed uses
    • Example:
      • IDZ with uses permitted in “C-1” Light Commercial District, or
      • IDZ with 10 detached single family dwellings
  • Submits site plan showing location of uses, ingress/egress and streets
  • Detached Single-Family lots - meets minimum lot size of 1,250 square feet
  • Use of an access easement for frontage
  • Rear Setback of 5 feet
  • Front setback within 10% of median for blockface
INFILL DEVELOPMENT ZONE – “IDZ”

• As an **overlay** district:
  • Applicant keeps uses in the base district (like C-2)
  • Parking is eliminated
  • Development standards (where not relaxed) for the base district remain in effect. (i.e. height, number of units)
  • Site plan is **not** required
INFILL DEVELOPMENT ZONE – “IDZ”

• As a **base** or **overlay** district:
  • “compatibility design” requirements do **not** apply if abutting properties are vacant

• Compatibility standards allow applicant to pick 2 of 5 requirements:
  • Setbacks between buildings
  • Proportion of windows & doorways
  • Similarity of façade size
  • Location & treatment of entryway
  • Building height (limited to 10% difference)

• For rezoning case:
  • applicant can prepare an exhibit to indicate urban design proposal to be used as a guide when building permit applications are submitted
INFILL DEVELOPMENT ZONE - “IDZ”

• Traffic Impact Analysis (TIA) and Parking Requirements
  • TIA is **not** required
    • Scoping meeting encouraged
    • TIA worksheet *is* required at time of rezoning
  • Minimum Parking Requirements do **not** apply

• Parkland Dedication Requirements
  • Parks and Open Space standards do **not** apply
  • Zoning Applications - go to Parks Department for comment when property is within 200 feet of a park

• Bufferyard Requirements
  • do **not** apply
  • Landscape and streetscape planting standards do apply
INFILL DEVELOPMENT ZONE - “IDZ”

• Council Consideration Request (CCR)
  • Review of IDZ to recommend possible amendments to address concerns

• Governance Committee
  • Recommended DSD move forward with review
  • UDC Amendment requires review by PCTAC, Zoning Commission, Council Subcommittee and City Council Consideration

• Process to move forward
  • Formation of Taskforce
  • Monthly meetings of Taskforce to review IDZ provisions
  • Monthly meetings for community input
  • Finalize recommendation
  • Appropriate Commissions, Committees and Council Consideration
QUESTIONS?

PRESENTED BY:
CATHERINE HERNANDEZ, DSD ADMINISTRATOR