



# CITY OF SAN ANTONIO

## DEVELOPMENT SERVICES DEPARTMENT

TO: All Development Services Department Customers

SUBJECT: **INFORMATION BULLETIN # 502**  
Procedure for Identifying and Removing invalid POADP/MDPs

Date: December 5, 2006

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The purpose of this information bulletin is to inform the public of Department procedures in reference to determination, notification, and the removal of invalid Preliminary Overall Development Plans and Master Development Plans (POADP/MDPs.)

### **Identifying POADP/MDPs**

To view the Development Services Department records of POADP/MDPs please use the following link [http://epay.sanantonio.gov/dsddocumentcentral/upload/mdp\\_master\\_list.pdf](http://epay.sanantonio.gov/dsddocumentcentral/upload/mdp_master_list.pdf) This spreadsheet is comprised of all currently accepted POADP/MDPs and plats that are associated with the POADP/MDP.

### **Identifying Invalid MDPs**

If a MDP fails to comply with the following criteria of the new Unified Development Code (UDC) Section 35-412 (h) Scope of Approval Sub-Section (1)A and B it shall be deemed invalid.

- (A) *The Master Development Plan shall expire unless a final plat is approved within two (2) years from the approval of the Master Development Plan that plats, at least twenty (20) acres or eight (8) percent of the net area of the Master Development Plan area...etc.*
- (B) *Further an approved Master Development Plan shall expire unless fifty (50) percent of the net area within the approved Master Development Plan is the subject of final plats or development within ten (10) years from the date of approval of the Maser Development Plan...etc.*

### **Identifying Invalid POADPs**

If a POADP fails to comply with the following criteria of the old Unified Development Code (UDC) Section 35-7076 Terms of validity it shall be deemed invalid.

*The POADP shall be maintained in the permanent files of the director of planning and shall be conformed to in processing subsequent unit plats. The POADP shall remain valid until all units contained in the POADP are completed or upon receipt of a proposal to modify the POADP filed by the developer. The POADP shall become invalid if a plat is not filed within eighteen (18) months from the date the POADP is accepted.*

### **Notification of an Invalid POADP/MDP**

Upon the determination of an invalid POADP/MDP notification will be sent by certified mail to both the engineer of record and the property owner identified by Bexar Appraisal District.

### **Appealing a determination of an invalid POADP/MDP**

The applicant or engineer may appeal the City's determination of an invalid POADP/MDP to the Planning Commission; if it complies with the criteria of the UDC Section 35-412 (D) Decision Sub-Section (2) Appeal

*This appeal shall be submitted within thirty (30) working days following receipt of the Director's determination. A notice of appeal shall be in writing and shall provide a chronological listing of the dates and meetings held during the course of consideration of the master development plan. In addition the notice must outline in writing the specific justifications supporting the appeal. In considering the appeal the Planning Commission shall not waive any of the standards of regulations set forth in the UDC.*

The Department records will be updated once a POADP/MDP has been through the above referenced procedures and is deemed invalid. Furthermore, the POADP/MDP will be scanned and archived with the Department's permanent files.

If you have any questions regarding this Informational Bulletin or the procedure for identifying and removing invalid POADP/MDPs, please call the MDP Special Projects Coordinator at (210) 207-7038.