



CITY OF SAN ANTONIO

DEVELOPMENT SERVICES DEPARTMENT

TO: All Development Services Department Customers

SUBJECT: **INFORMATION BULLETIN # 503**
Form updates for Master Plan Review and Rights Determinations

Date: December 12, 2006

The purpose of this information bulletin is to inform the public of new forms relative to Master Plan Review and Rights Determinations. The new forms are subject to immediate release, however, the Department will not require use of the new forms until January 1, 2007. Until such time customers may use either the old or the new forms. The forms may be obtained from the Land Entitlements Section of the Development Services on the first floor of the Development & Business Services Center or the forms may be obtained from the Development Services Department website at <http://www.sanantonio.gov/dsd/mdp.asp> by clicking on “related documents.”

Master Plan Review Application Form

This form will replace the “Master Development Plan Application” and will be used for the following plan types: MDP, PUD, MPCD, TND, FDP, PUD, MXD, MAOZ, MHPP and Pedestrian Plan. The new form brings together common application types into adjoining sections of the application to improve readability. The second change is the provision for more information about the features of the property subject to the application so that the reviewing staff will be less likely to request additional information from the customer in making their recommendations on the plan during the review process.

Rights Determination – Consent Agreement Form

This form shall replace the “Vested Rights Determination/Consent Agreement” form. The purpose of the update is to reflect changes in the City’s rights determination process as updated by ordinance # 2006-02-16-0241, approved on February 16, 2006. Please be aware that a separate Information Bulletin shall be released by the Department detailing the Fair Notice requirements of the February 2006 ordinance. The updated form also requests additional information about the project subject to the rights determination so that the Department staff and City Attorney’s office can better understand the nature of the project and verify consistency of the project between all permits in a series of permits. Additionally, the redesigned form will assist future reviewers of projects with an indication of what specific ordinances are subject to exception by means of the rights determination.

If you have any questions regarding this Informational Bulletin or the new forms, please call the MDP Special Projects Coordinator at (210) 207-7038.