GENERAL DEVELOPMENT PROCESS FLOWCHART: Requirement, Regulations and Related Issues

	Requirements/Regulations	Procedural Sequences	Minimum Development Timeframes
Step 13	Certificate of Occupancy Requirements, Sec. 110, Chap. 1, 2006 IRC/IBC	Yes → Application & Fees → Inspections → Approvals → Project Complete, **Certificate of Occupancy** Issued, / Inspections → Disapproval → Correct or appeal to proper Authority → Approvals / Correct or appeal to proper Authority → Disapproval → Start Over	3 business days
Step 12	Construction Inspection Requirements, Section 109, Chap. 1, 2006 IRC/IBC	Yes → Construction Permits & Fees → Foundation, Framing, Insulation, Concealment, Etc. Inspection Request → Approval / Disapproval → Correct or Appeal to proper Authority → Approval / Disapproval → Start Over; Approval → Final Construction Inspection Requests → Approval → Go to Step 13 / Disapproval → Correct or Appeal to proper Authority → Approval / Disapproval → Start Over	1 day (next business day after request)
Step 11	Building Permit Application Requirements, Sections 105 & 106, Chap. 1 2006 IRC/IBC	Yes → Application & Fees → Staff review of construction plans for compliance with IRC, IBC, UPC, IMC, NEC, IFC, Tree Preservation, Landscape, Traffic Impact Analysis, Health Code, ERZD, Industrial Discharge, Drainage, Floodplain, Off-Street Parking, Sidewalk & Curb Regulations → Approval / Disapproval → Revise appropriately or appeal to proper Authority → Approval / Disapproval → Start Over; Approval → Go to Step 12	45 days
Step 10	Subdivision Regulations, Art. V – Development Standards, Chap. 35-501, 2006 UDC	Yes → Application & Fees → Minor Plat (4 lots or less) → Staff Review; Major Plat → Staff Review; Replat with Notification → Staff Review → Post Notice of Public Meeting → Planning Director Approval; Planning Commission Public Hearing Notice → Replat Public Hearing → Planning Commission Consideration → Approval / Consideration by appropriate County Commissioner if OCL → Approval / Disapproval → Appeal to District Court → Approval / Disapproval → Start Over; Approval → * Record → Go to Step 11	Minor-30 days, Major/ Replats w/ notification-60 days
Step 9	Flood Plain Development Permit Requirements, Chap. 35 – Appendix F, Subdiv. C, 2006 UDC	Yes → Application & Fees → Staff Review → Approval → Go to Step 10 / Disapproval → Start Over	45 days
Step 8	Master Development Plan (MDP) Requirements, Chap. 35-412, 2006 UDC	Yes → Application → Staff Review → Accept / Reject → Appeal to Planning Commission → Planning Commission Consideration → Approval → Go to Step 9 / Disapproval → Start Over	20 days
Step 7	Planned Unit Development Requirements, Chap. 35-344, 2006 UDC	Yes → Application & Fees → Staff Review → Planning Commission Public Hearing → Planning Commission Consideration → Approval → Go to Step 8 / Disapproval → Start Over	45 days
Step 6	Military Airport Overlay Zone Requirements, Chap. 35-334, 2006 UDC	Yes → Application & Fees → Staff Review → Planning Commission Consideration → Approval → Go to Step 7 / Disapproval	45 days
Step 5	Manufactured Home & Recreational Vehicle Park Requirements, Chap. 35-356, 2006 UDC	Yes → Application & Fees → Staff Review → Planning Commission Consideration → Approval → Go to Step 6 / Disapproval → Start Over	45 days
Step 4	Historic Preservation & Urban Design Regulations, Art. VI, Chap. 35-601, 2006 UDC	Yes → Commission → Long Form Application & Fees → Staff Review; Administrative → Short Form Application; Administrative → No Form → Administrative approval or appeal to Commission or start over → Post Notice of Public Meeting → Commission Consideration → Approval / Disapproval → Appeal to City Council → Council Consideration → Approval / Disapproval → Start Over; Approval → Go to Step 5	Administration, 1 day Commission, 14 days Appeals, 30 days
Step 3	Board of Adjustment Requirements, Chap. 35-481, 2006 UDC	Yes → Application & Fees → Board of Adjustment Public Hearing Notice → Board of Adjustment Consideration → Approval → Go to Step 4 / Disapproval → Appeal to District Court	45 days
Step 2	Zonings Regulations, Chap. 35, Art. III, 2006 UDC	Yes → Application & Fees → Zoning Commission Public Hearing Notice → Zoning Commission Consideration & Recommendation → Recommend Approval / Recommend Denial (Appeal to City Council) → City Public Hearing Notice → City Council Consideration → Approval → Go to Step 3 / Disapproval → Start Over	60 days
Step 1	Start here with concept or proposal		

NOTE 1: **N/A** indicates that the particular step is not applicable or required. **YES** indicates that the particular step is applicable or required.

NOTE 2: Outside the San Antonio Corporate Limits and within the San Antonio Extraterritorial Jurisdiction, development is only subject to the San Antonio Subdivision Plat, Tree Preservation, Sign, Drainage, POADP, PUD requirements as well as the Bexar County Subdivision Plat and Building Permit requirements.

* Sewer impact fees must be paid prior to recordation. Required site improvements must be constructed, inspected, and accepted and/or bonded prior to recordation.