

SAN ANTONIO AFFORDABLE HOUSING, INC

REQUEST FOR PROPOSAL:

**THE PURCHASE AND DEVELOPMENT OF
10 LOTS ON MARTIN LUTHER KING DRIVE**

**RFP ISSUE DATE:
OCTOBER 7, 2020**

SUBMITTAL DEADLINE:
**NOVEMBER 6, 2020
4:00 PM CST**

SEE SCHEDULE OF IMPORTANT DATES & MORE INFORMATION

At: www.sanantonio.gov/NHSD/Divisions/OurSA

**Proposals submitted after the deadline or incomplete proposals are subject to rejection.*

REQUEST FOR PROPOSALS

San Antonio Affordable Housing, Inc

BACKGROUND:

San Antonio Affordable Housing, Inc. (“**SAAH**”) is requesting proposals for the acquisition and development of **10 contiguous vacant lots on Martin Luther King Drive.**

San Antonio Affordable Housing Inc. was established in 1995 as the non-profit component of the Urban Renewal Agency of San Antonio commonly known as (OUR SA). SAAH’s mission is to develop affordable housing, improve the existing affordable housing stock, and combat community deterioration through housing and community development related program and activities. SAAH is managed by a 7 member Board of Director.

I. Purpose of Request for Proposals and Development Proposals (“RFP”)

SAAH, is pleased to offer to one or more developers the sale and development of ten (10) lots located east and contiguous with the Dorie Miller Community Center on Martin Luther King Drive, San Antonio situated in Bexar County, Texas, 78220 (each a “Property” and collectively the “Properties”), and more particularly described below:

PROPERTY ID	GEOGRAPHIC ID	PROPERTY ADDRESS	LEGAL DESCRIPTION
441525	09552-002-0270	2830 MLK	LOT 29 BLK 2 NCB 9552
441494	09552-002-0020	2834 MLK	LOT 30 BLK 2 NCB 9552
441496	09552-002-0030	2838 MLK	LOT 31 BLK 2 NCB 9552
441497	09552-002-0040	2642 MLK	LOT 32 BLK 2 NCB 9552
441499	09552-002-0051	2646 MLK	LOT 33 BLK 2 NCB 9552
441500	09552-002-0061	2650 MLK	LOT 34 BLK 2 NCB 9552
441501	09552-002-0072	2902 MLK	LOT 35 BLK 2 NCB 9552
441502	09552-002-0080	2906 MLK	LOT 36 BLK 2 NCB 9552
441503	09552-002-0092	2910 MLK	LOT 37 BLK 2 NCB 9552
441505	09552-002-0101	2914 MLK	LOT 38 BLK 2 NCB 9552

SAAH is seeking a developer or development team (“Proposer”) with demonstrated experience and strong financial resources to purchase the Properties and develop them for affordable housing based on the area context and the design guidelines attached.

II. Project Goals and Property Description

The Successful Proposer, in addition to purchasing the Property, must propose a creative, high-quality project that:

- A. Produces a successful and sustainable single-family development per each lot awarded that contributes to increasing the affordable and workforce housing at the above-described addresses in Council District 2.
- B. Develops the Properties, as specified in the successful proposal, and obtain the Building Permits for construction of the project within three (3) months of the transfer of the Properties, and, completes the work within (2) years of the date of execution of the Deed(s) Without Warranty depending on the number of lots awarded.
- C. **Green Building Goals.** The successful proposer is encouraged to support the green building objectives of the SA Tomorrow Sustainability Plan by considering meeting Level 2 Certification from Build San Antonio Green. For more information refer to www.buildsagreen.org/old-pages/options-for-builders/family-of-programs/new-construction or call the Office of Sustainability at 210.207.6103.
- D. **Affordable Housing.** The Successful Proposer must meet the affordable housing goals. To meet these goals, all single-family dwellings must be available for homeownership for households earning 120% or below AMI for the San Antonio Metropolitan Statistical Area (“SAMSA”) and implement a five (5) year restrictive covenant. See **ATTACHMENT “A”**
- E. **Design Guidelines.** The Properties are subject to the design guidelines published in the RFP as shown as **ATTACHMENT “D”**. SAAH reserves the right to amend or waive design guidelines at its’ sole discretion.
- F. **Location.** The Properties are located in Bexar County, Texas, east of the City’s downtown. The Properties have access to both east and west direction by way of IH-10 and approximately 4.6 miles west on I-10 to access I-37 to access north and south direction. The Properties are more specifically ten (10) self-contained vacant lots on Martin Luther King Drive, San Antonio, Bexar County, Texas, 78220 (see maps as shown as **ATTACHMENTS “B” AND “C”**).
- G. **Description.** Summarized below is general information pertaining to the Properties. Seller believes that such information is correct; however, all information on which a proposer relies must result from the proposer’s own investigation, and not from any information provided in connection with this RFP or other procurement documentation.
 - 1. **Current Survey:** A current Engineering Survey as shown as **ATTACHMENT “C”**.
 - 2. **Lot Sizes:** 9 Lots Average Approximately 7400 SF; One Lot is Approximately 11,600 SF, Total Property Size – Approximately 78,200 SF (1.8 acres)
 - 3. **Improvements:** The property has no improvements.
 - 4. **Road Frontage:** Martin Luther King Drive
 - 5. **Zoning:** The lots are zoned R-4

6. **Taxes:** The Properties reside within the taxing jurisdiction of the City, Bexar County, Alamo Community College, San Antonio Independent School District, Bexar County Road & Flood, San Antonio River Authority and the University Health System.
7. **Floodplain:** The site is not within a flood hazard zone as defined and identified by City floodplain maps.
8. **NO REPRESENTATIONS OR WARRANTIES:**

The Property is offered for sale “AS IS, WHERE IS, WITH ANY AND ALL FAULTS.” Seller makes no representations or warranties whatsoever, express or implied, except as may be otherwise expressly set forth in the Purchase and Sale Agreement (a finalized Purchase and Sale Agreement in the form acceptable to the Seller with all attachments) nor is any employee or agent of Seller authorized to make any representation or warranty of any kind with respect to the Properties, including without limitation, zoning, tax consequences, physical or environmental conditions, availability of access, ingress or egress, operating history, projections, valuation, marketability, suitability for a particular purpose, governmental approvals, governmental regulations or any other matter or thing relating to or affecting the Properties. In no event will Seller be responsible or liable for latent or patent defects or faults, if any, in the Properties, or for remedying or repairing same, including, but not limited to, conditions relating to asbestos or asbestos containing materials, environmental contamination, underground storage tanks or hazardous or toxic materials, chemicals or waste, or for constructing or repairing any streets, water wells, septic tank systems, utilities or any improvements located on the Properties or shown on any plat of the Properties. Proposers are put on notice that any prior grant and/or encumbrance affecting the Properties may be of record in the Office of the County Clerk of Bexar County, Texas, and Proposers are encouraged to examine all public records affecting the Properties. The provisions of this paragraph are more fully set out in the Purchase and Sale Agreement (a finalized Purchase and Sale Agreement in the form acceptable to the Seller with all attachments) will be included in the Deed, and will survive closing of any sale of the Properties.

9. **Environmental Conditions:**

The Properties are being sold on the basis and with the understanding that after closing, as between Buyer and Seller, the Buyer will bear the risk of liability or expense for remedying any environmental problems in connection with the Properties, even if they arose from events before closing, and that Buyer will release, indemnify and hold Seller harmless from any liability for environmental problems affecting the Properties.

These provisions regarding the Properties are more fully set out in the Purchase and Sale Agreement (a finalized Purchase and Sale Agreement in the form acceptable to the Seller with all attachments), will be included in the Deed, and will survive closing of any sale of the Properties.

III. RFP Submission Requirements and Format. The proposal must be organized in the following format and sequence:

- A. SUBMITTAL COVER/SIGNATURE PAGE (Form #2) – Respondent** shall include the completed Submittal Cover/Signature Sheet with the other required documents. The Submittal Cover/Signature Sheet shall be signed by a person (or persons) authorized to bind Respondent and the entity/entities submitting the response. Signature pages signed by a person other than an officer of the company or partner of the firm shall be accompanied by evidence of authority. Joint ventures submittals require signatures from all firms participating in the joint venture. Submitting joint ventures are required to provide legal proof of the joint venture, such as a joint venture agreement.
- B. Executive Summary.** Prefacing the proposal, Proposers must provide an Executive Summary of two pages or less, which concisely summarizes the proposal. This Summary must include the **Proposed Purchase Price** in large print at the beginning of the document indicating the number of lots to be acquired and the price per lot. (Please note the minimum price per lot is \$8,500.00 per lot)
- C. DEVELOPMENT EXPERIENCE**
(maximum 25 points)

SAAH is interested in the Developer and/or Development Team's previous experience on residential single-family projects, including relevant experience in the design and implementation of developments similar to the proposed development.

1. Description of Proposer:

Provide the names of principals, CEO, and/or executive director or equivalent, home office location, number of employees, and identify the role and experience of the key individuals who will be involved in the development.

2. Relevant Experience:

List and detail previous relevant experience with respect to the development and operation of other similar projects. Completed projects comparable to the current proposal should receive particular attention. For each project identified, Proposer must provide the following information:

- Identification:
Statement of the project name, type and address, including photographs of the project(s). Minimum of three (3) examples required.
- Timeline:
Describe the project development timeline from acquisition of the Properties to completion of construction.
- Development Cost:
Proforma required entailing the details of the development cost. Include a brief explanation of the approach used to finance the project, identifying financing sources.

D. FLOOR PLANS, ELEVATIONS AND TIMELINE

(maximum 25 points)

The development concept must include:

- Overall conceptual site plan if requesting multiple lots
- Preliminary conceptual drawings (to scale and/or dimensioned) indicating the following per home:
 - Site Plan
 - Floor Plans
 - Elevations
 - Exterior and Interior Finishes and any added Interior Amenities (ceiling fans, dishwashers etc.)
- Photo and/or sample renderings or conceptual drawings of projects previously completed that illustrates potential elevation of proposed structures,
- A description of the materials to be used for both exterior and interior finishes.
- Provide a complete design and construction schedule for the project, including approvals from other entities involved, construction, marketing, and detail on phasing, if applicable.

NOTE: Construction Requirements. The Successful Proposer in good faith and with due diligence must obtain building permits within 3 months after the closing date and transfer of the Properties. The successful proposal will be required to complete all construction within two (2) years from the date a Deed Without Warranty subject to the number of lots awarded. The Seller will extend deadline requirements only for force majeure or other extremely unique circumstances and at its sole discretion.

E. FINANCIAL CAPACITY AND CAPABILITY

(Maximum 20 points)

Proposer must be able to establish and demonstrate that it has access to financial resources such as the ability to raise debt and equity capital to purchase, develop and complete the redevelopment of the subject Properties in a professional and timely manner. Proposals that do not meet this consideration will not be considered.

In evaluating the proposal, SAAH will consider both the overall financial capacity and track record of the Proposer as well as the viability of the anticipated financing plan. Among other items, in reviewing and scoring the initial RFP submission, SAAH will evaluate the preliminary source and use of funds provided in each proposal.

Financing Commitment History:

Previous three (3) year history in obtaining financing commitments, including at minimum the type of project, financing source(s), and amounts committed.

Legal Action:

A description of any threatened, pending or past legal action against Proposer, its principals and associates within the last five (5) years including, but not limited to, legal action resulting from charges of financial misconduct or impropriety against the Proposer, its principals or associates. Additionally, provide a description of all notices of termination and

claims of damage received on all projects within the last five years. Describe all claims on performance and payment bonds received by Proposer, its principals and associates within the last five years. Also include a description of any outstanding liens of the Proposer.

F. AFFORDABLE HOUSING
(Maximum 30 Points)

The requirement for single-family homeownership is a benchmark goal of all dwellings shall be affordable to residents earning 120% or less of the AMI for Bexar County and The City of San Antonio. (See AMI Chart – ATTACHMENT “A”). For proposers that guarantee to market and sell the affordable home at less than or below 100% or 80% will be awarded additional points.

**SCHEDULE OF CRITERIA
FOR REVIEW AND SCORING OF PROPOSALS**

Proposals received will be reviewed and evaluated according to the following criteria:

	Maximum Points
Development Experience	25 Points
Floor Plans, Elevations and Timeline	25 Points
Financial Capacity and Capability	20 Points
Affordability	30 Points

IV. Submittal Instructions

- A. **Form.** Respondent shall submit a total of three (3) copies of proposals, which shall include one (1) original unbound Qualification signed in ink (which shall include the cited documents that only are to be included in Respondent’s original submission), and one (1) reprinted copy of its proposal, and (1) Adobe PDF version of the entire submittal on a UBS drive in a sealed package, clearly marked on the front of the package **“RFP: MLK AFFORDABLE HOMES”**. All proprietary information should be submitted in a separate sealed envelope and stamped “Confidential” on each page.
- B. **Deadline.** All proposals shall be received in the NHSD offices and time-stamped **NO LATER THAN 4:00 P.M. ON NOVEMBER 6, 2020** at the address indicated below. Any proposal received after this time shall not be considered. The outside of each envelope or container must clearly and conspicuously state the words **“MLK AFFORDABLE HOMES”** in large letters and be addressed and delivered as follows:

San Antonio Affordable Housing, Inc.
RE: **MLK AFFORDABLE HOMES**
Attn: **Scott Price**,
1400 S. Flores
San Antonio, Texas 78204

V. CONVEYANCE OF THE PROPERTY

The Properties will be conveyed at closing by Deed Without Warranty.

Seller will not solicit or respond to survey or title objections or objections regarding the condition of the Properties. By submitting a proposal, each Proposer will be agreeing to purchase the Properties in its existing condition, AS IS, WHERE IS, AND WITH ANY AND ALL FAULTS, and with the existing state of title

Proposers may obtain their own title information and inspect the Properties prior to the deadline for proposal submission, in accordance with the procedures set forth herein.

VI. GENERAL INFORMATION:

- A. All questions or requests for clarifications regarding this Proposal must be in writing and will be available to the public. Please submit your questions by October 27, 2020 at 4:00 p.m. in writing to: Scott.Price@sanantonio.gov

B. Reversion Clause

If after conveyance of the Property or any part thereof to the selected Proposer and prior to completion of the Improvements as certified by SAAH.

(1) the selected Proposer (or successor in interest) shall default in or violate its obligations with respect to the construction of the Improvements (including the nature and the dates for the beginning and completion thereof), or shall abandon or substantially suspend construction work, and any such default, violation, abandonment, or suspension shall not be cured, ended or remedied within sixty (60) calendar days after written demand by SAAH so to do; or

(2) the selected Proposer (or successor in interest) shall fail to pay real estate taxes or assessments on the Property or any part thereof when due, or shall place thereon any encumbrance or lien unauthorized by the Agreement, or shall suffer any levy or attachment to be made, or any materialmen's or mechanic's lien, or any other unauthorized encumbrance or lien to attach and such taxes or assessments shall not have been paid, or encumbrance or lien removed or discharged or provision satisfactory to SAAH made for such payment, removal, or discharge within sixty (60) calendar days after written demand by the Agency so to do; or

(3) there is, in violation of the Agreement, any transfer of the Property or any part thereof, or any change in the ownership or distribution of stock of the selected Proposer, or with respect to the identity of the parties in control of the selected Proposer or the degree thereof, and such violation shall not be cured within sixty (60) calendar days after written demand by SAAH to the selected Proposer, then SAAH shall have the right to re-enter and take possession of the Property and to terminate **(and revest back to SAAH)** the estate conveyed by the Deed to the selected Proposer, it being the intent of this provision, together with other provisions of the Agreement, that the conveyance of the Property to the selected Proposer shall be made upon and

that the Deed shall contain, a condition subsequent to the effect that in the event of any default, failure, violation, or other action or inaction by the selected Proposers specified in subdivisions (1), and (2) above, failure on the part of the selected Proposer to remedy, end or abrogate such default, failure, violation or other action or inaction within the period and in the manner stated in such subdivisions, the Agency at its option may declare a termination in favor of SAAH of the title and of all the rights and interests in and to the Property conveyed by the Deed to the selected Proposer and that such title and all rights and interests of the selected Proposer and any assigns or successors in interest to and in the Property, shall revert to SAAH provided, that such condition subsequent and any reversioning of title as a result thereof in SAAH

- (a) Shall always be subject to and limited by and shall not defeat, render invalid or limit (i) the lien of any mortgage authorized by the Agreement, and (ii) any rights or interest provided in the Agreement for the protection of the holders of such mortgages; and
- (b) Shall not apply to individual parts or parcels of the Property on which the improvements to be constructed thereon have been completed in accordance with the Agreement and for which a certificate of completion is issued by SAAH.

VII. RFP Schedule: *All dates are tentative and subject to change.*

October 7, 2020 Notice of Request for Proposals released to public. The RFP document and related documents are made available for download from the Seller's website at www.sanantonio.gov/NHSD/Divisions/OurSA. or by contacting Scott Price at scott.price@sanantonio.gov.

October 11, 2020 First advertisement for the Properties in conjunction with this RFP is printed in the Sunday edition of the San Antonio Express News.

October 18, 2020 Second advertisement for the Properties in conjunction with this RFP is printed in the Sunday edition of the San Antonio Express News.

No Pre-Submittal Meeting will be held – in lieu of this meeting – the question and answer period for clarification is extended.

October 27, 2020 All questions or request(s) for clarification regarding the terms of this Request for Proposals must be in writing and received by the Seller's Representative no later than 4:00 p.m. Central Standard Time. Questions may be sent to Scott Price at scott.price@sanantonio.gov or by phone at 210-207-6357.

October 30, 2018 Answers to all written questions or request(s) for clarification received will be answered by the Seller's Representative and posted on the Seller's Representative's website no later than 4:00 p.m. Central Standard Time, October 30, 2020.

November 6, 2020 Request for Proposals Deadline for Submission. Proposals will be accepted until 4:00 P.M. Central Standard Time. Delivery to:

San Antonio Affordable Housing, Inc.
 RE: **MLK AFFORDABLE HOMES**
 Attn: **Scott Price**,
 1400 S. Flores
 San Antonio, Texas, 78204

November 18, 2018 Staff presentation to SAAH Board of Directors in closed session to review selected proposal. SAAH may make a motion to recommend the selected proposal.

Nov. 20 – Dec. 15, 2020

- Successful Proposer(s) will be notified of the SAAH Staff
- Seller's Representative will notify all Proposers submitting rejected proposals of such rejection in writing.
- The Seller and Successful Proposer(s) will execute the Agreement(s).

Dates may be extended at Seller's discretion.

VIII. RFP Review and Evaluation Process

If any portion of the required documentation is not included in the proposal submission, the proposal can be rejected at the discretion of SAAH.

- A. **Questions and any Modifications to the RFP Selection Process.** Any material clarifications or modifications to the RFP or the selection process will be provided in writing via an addendum and posted on the SAAH website at: www.sanantonio.gov/NHSD/Divisions/OurSA. **It is the responsibility of the Proposers, prior to submitting a response to the RFP, to ascertain if the Seller or Seller's Representative has issued any notices, clarifications, addenda, or other communication to Proposers.** Questions in reference to this RFP must be submitted in writing to scott.price@sanantonio.gov and all answers will be provided in writing at www.sanantonio.gov/NHSD/Divisions/OurSA. Oral communications or instructions from Seller, Seller's Representative, SAAH staff, SAAH officials, or consultants do not bind the Seller.
- B. **Reservation of Rights.** The Seller reserves the right to:
1. **Change Selection Process.** Modify or cancel the RFP process or schedule at any time.
 2. **Waive Irregularities.** Waive irregularities of submitted proposals.
 3. **Reject Responses and Seek New Responses.** Reject any and all responses to this RFP and seek new proposals when it is in the best interest of the Seller to do so.

- 4. **Seek Additional Information.** Seek clarification or additional information or evidence from individual Proposers.
 - 5. **Make Subjective Judgments.** Make subjective judgments, including evaluating the Proposer’s written or oral representations as to their veracity, substance and relevance to purchasing and developing MLK Affordable Homes, including seeking and evaluating independent information.
 - 6. **Incorporate RFP.** Incorporate this RFP and the Successful Proposer’s response to this RFP as part of any formal agreement between the Seller and the Successful Proposer.
- C. **No Representation or Warranty.** Neither the Seller nor Seller’s Representative make any representations about the conditions of the site, including utilities, soils, or other surface or subsurface conditions. The Proposer should make its own conclusions concerning such conditions. Information provided in this RFP, as well as in related reports by Seller, Seller’s Representative, City staff or consultants, is provided for the convenience of the responders only. Neither the Seller nor Seller’s Representative warrants the accuracy or completeness of this information.
- D. **Public Information.** All documents, conversations, correspondence, etc. between the Seller and/or Seller’s Representative and Proposers are public information subject to the laws and regulations that govern the Seller and Seller’s Representative, unless specifically identified otherwise.

IX. List of RFP Attachments and Forms

Form 1	Submittal Checklist and Table of Contents
Form 2	Submittal Cover and Signature Sheet
ATTACHMENT “A”	Area Median Income (AMI)
ATTACHMENT “B”	City Wide Aerial of Properties
ATTACHMENT “C”	Location Aerial of Properties/Survey
ATTACHMENT “D”	Design Guidelines

**FORM 1
SUBMITTAL CHECKLIST AND TABLE OF CONTENTS**

The materials and information listed on this checklist shall be submitted as part of the submittal. Failure to submit any of the requested materials or provide adequate explanation may eliminate the submittal from consideration.

Materials shall be included in the submittal in the order identified on the checklist. Identify the corresponding page numbers in the space provided.

One (1) original unbound Statement of Qualifications and three (3) reprinted bound copies of the submittal		
No.	Form No.	Form Title
	Form 1	Submittal Checklist and Table of Contents – Indexed and labeled as Tab “1”
	Form 2	Respondent Submittal Cover Sheet/Signature Sheet
	No Form	Executive Summary – Indexed and labeled as Tab “2”
	No Form	Statement of Qualifications :
		Development Experience - Indexed and labeled as Tab “3”
		Floorplans, Elevations and Timelines - Indexed and labeled as Tab “4”
		Financial Capacity and Capability – Indexed and labeled as Tab “5”
		Affordable Housing Scoring Matrix– Indexed and labeled as Tab “6”
Submission includes: one (1) original unbound Statement of Qualifications signed in ink, one (1) Unbound Packet of Required Forms and one (1) Adobe PDF version of entire submittal with forms on a USB drive. Check Here: _____		

**FORM 2
SUBMITTAL COVER / SIGNATURE SHEET**

RFP POSTING DATE:	October 7, 2020	Request For Proposal:
		MLK AFFORDABLE HOMES
DATE OF CLOSING:	November 6, 2020	RFP #SAAH10072020
TIME OF CLOSING:	(No later than) 4:00 P.M. CST	DEPARTMENT / DIVISION: San Antonio Affordable Housing, Inc
SUBMIT TO:	San Antonio Affordable Housing, Inc Attention: Scott Price 1400 S. Flores San Antonio, TX 78204	

READ AND SIGN BELOW. UNSIGNED COVER SHEETS WILL NOT BE ACCEPTED.

Legal Name of Firm:	
Tax ID:	
Address:	
City:	
State:	Zip Code:
Contact Person:	
Office Phone Number:	Alternate Phone Number:
E-Mail Address:	Fax Number:
<p>BY MY SIGNATURE BELOW, I certify I legally am authorized to bind Respondent to the terms and conditions contained in this submitted RFP Proposal. I further certify the information contained in this submittal accurately reflects data regarding my organization/firm, the work to be performed and the estimates of planned/delivered services. By signing this Submittal Cover/Contract Signature Page, I understand and agree, if awarded a contract in response to this RFP, Respondent shall be ready, willing and able to comply with all representations made by Respondent in this Submittal and during the RFP Solicitation process.</p> <p>Respondent certifies it fully shall comply with all of Contract Documents, pursuant to this RFP solicitation, for the amount(s) shown and details contained in Respondent's accompanying Proposal Form. Respondent confirms all work proposed by this RFP, when fully completed, shall be performed and acceptable to the entire satisfaction of San Antonio Affordable Housing, Inc. As the legal representative of Respondent, I certify all prices contained in this proposal carefully have been checked and are submitted as true, correct and final.</p> <p>As the legally authorized representative of Respondent, I submit this proposal and, by my signature below, acknowledge that I have received and read the entire RFP and each of the RFP attachments and agree, on behalf Respondent, to be bound by the terms therein.</p> <p>I further certify all provisions contained in this submitted Proposal shall remain valid for 120 calendar days following the posted deadline date for submissions and, if Respondent is awarded a contract, throughout the entire term of the awarded contract.</p>	

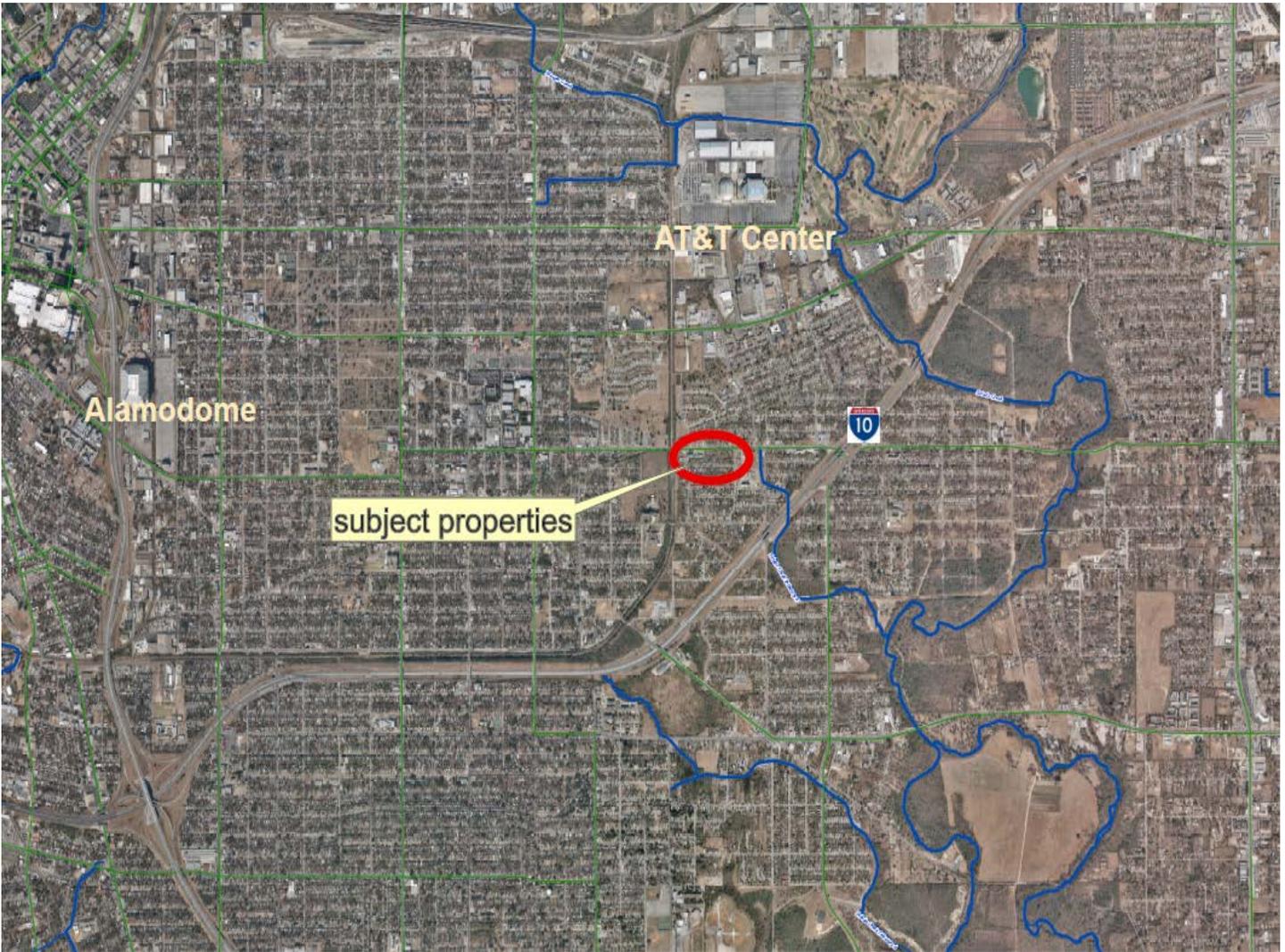
Signature of Authorized Individual

Printed Name of Authorized Individual

Date

Typed Title of Authorized Individual

ATTACHMENT "B"

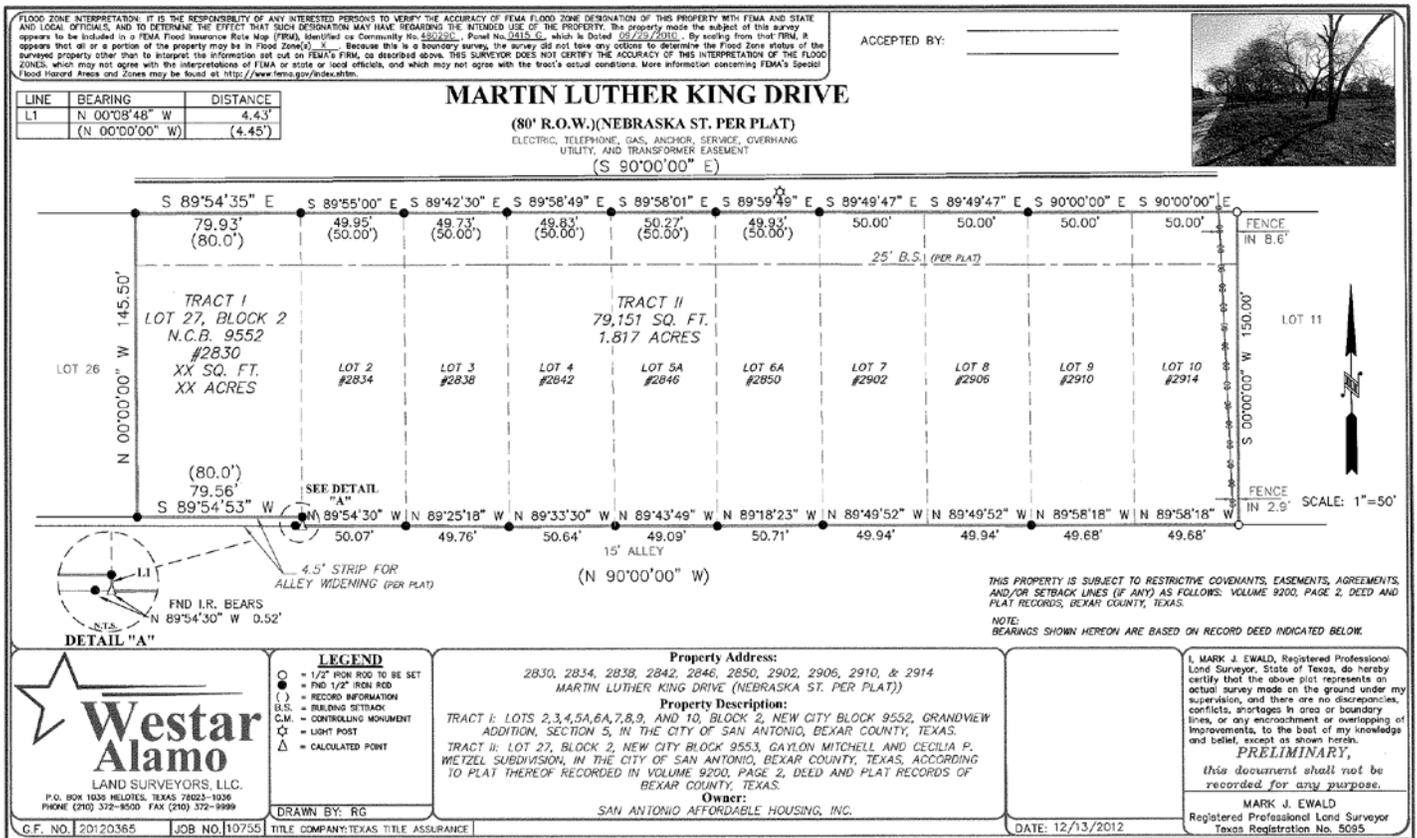


MLK LOTS
Aerial - City Location Map

ATTACHMENT "C"



MLK LOTS AERIAL



SURVEY

ATTACHMENT “D”

Design and Construction Guidelines October 2020

These design standards are intended to supplement current Unified Development Code (UDC) as well as Universal Design standards as directed by the City. In the event of a conflict between the standards stated in this document and the UDC, the UDC will prevail.

Homes must be built to minimum of Build SA Green Level 1, CPS Smart Energy standards, as well as meet COSA Development Services HERS rating requirements.

Unless otherwise directed, plans including but not limited to floor plans, elevations and material finishes must be submitted to the SAAH staff members prior to submittal to Development Service Department. All homes shall comply with all Codes per COSA Development Services Department and other reviewing agencies. Any deviation from the standards listed below must be approved in writing by the SAAH staff.

GENERAL REQUIREMENTS

Home

- Minimum house size shall be 1050 square feet for three bedroom-two bath homes, and 900 square feet for two-bedroom -one bath homes.
 - Minimum one bath.
 - Central heating and air conditioning are required.
 - Ceiling fans with lights are required in major living areas and all bedrooms.
 - All homes shall meet current Universal Design Guidelines
 - All homes shall meet current UDC building guidelines.
 - All foundations to be engineered.
 - Appliance package to include refrigerator, disposal, dishwasher, oven and vent.
 - All appliances shall meet Energy Star Standards
 - Full-size washer and dryer connections are to be included in an enclosed space.

SITE PLANNING

- Driveways
 - Driveways shall be constructed of concrete - 12 feet wide minimum.
 - Concrete strip ribbons are allowed but must be approved in writing by SAAH.
 - Driveways must not circle or cross in front of the primary house.
- Garage
 - For an attached garage, the walls between the garage and dwelling must be fully sealed and properly vented.
 - If a garage is not provided, a minimum of 100 square foot securable storage on a concrete slab separate from the primary structure is required. Storage must be constructed and clad in a similar material as the primary house.

Guidelines (Continued)

- **Carports**
 - Carports may be considered where appropriate but must be approved in writing by SAAH.
 - If a carport is provided, the opening must not project beyond the front façade of the house.
 - The carport shall be constructed, clad, and roofed in materials matching the primary home.
- **Entry Sidewalk**
 - Entry walkway must connect the public sidewalk to the front entrance of the primary house subject to SAAH review.
 - The entry walkway must be a minimum of 36 inches in width and constructed of concrete.
- **Fencing**
 - All fencing shall be constructed of wood, chain link, or decorative wrought iron, depending on existing fencing types.
 - Fencing must be installed on the rear and side lot property lines no further than the front facade of the primary house.
 - Side lot fencing which connects the street elevation of the primary house to the side property line to match adjoining property fencing if existing.
 - Maximum fence height per UDC Code.
- **Landscaping**
 - Minimum of solid sod must be installed in the front yard from street curb to the front façade of the primary house.
 - Minimum of 15 feet of solid sod must be installed around the perimeter of the house slab and attached patio for erosion control.
 - Solid sod must be extended to the side lot property line if less than 10 feet.
 - All landscaping minimum per city code and approved plant list.

ARCHITECTURAL ELEMENTS

- **Patio**
 - Location and dimensions will be reviewed and approved at SAAH plan review.
- **Front Porches**
 - Location and dimensions will be reviewed and approved at SAAH plan review.
 - Front porches must be protected by the roof from primary house.
 - Porch railing should be semi-transparent.
- **Windows**

- Windows shall consist of vinyl framed, double pane glass using a Low-E coating.
- 2" faux wood, mini blinds, or similar must be installed on all windows.

Guidelines (Continued)

• **Exterior Cladding**

- All exterior cladding must be fiber cement, masonry or other material(s) which are similar in durability. (Hardy Plank, LP Smart Siding, Brick, Stone, or Stucco)
- Metal, exposed CMU or T-111 are not allowed.

• **Insulation**

- Attic – R-38 or current Code
- Walls (typical) – 2X4 – R 13 or otherwise specified by current Code.

• **Doors**

- Exterior doors to be fiberglass or steel.
- Interior doors to be raised panel and sized according to the Universal Design Ordinance.

• **Roofs**

- Maximum roof slope not to exceed 6:12.
- Minimum roof material to be 25 year – 3-tab composite, metal V-crimp or better.
- Diverters must be installed as required to prevent direct drainage at exterior doors.
- Soffits shall be vented
- Roof framing design shall be approved by a licensed engineer

• **Flooring**

- All flooring shall be made of low-emitting materials. All necessary adhesives (where applicable) shall be low VOC or zero-VOC.
- All common area flooring will consist of hard surface flooring materials such as ceramic or porcelain tile, low-VOC engineered wood, vinyl plank, and water proof laminate flooring.
- Roll vinyl flooring will not be permitted.
- Wall-to-wall carpeting will only be permitted in bedrooms.

• **Kitchen and Bathroom Countertops**

- Laminate countertops with a standard 4" backsplash or tile backsplash will be installed in the kitchen. Cultured marble countertops with side and rear splashes will be installed in the bathrooms.
- Tile countertops will not be permitted.
- Upgraded countertop (granite, quartz or similar high-quality surface) is highly encouraged.

• **Hardware and Accessories**

- Door stops shall be installed on or behind all doors.
- All bathrooms shall have a toilet paper hold and at least (1) 18" towel bar installed.

- All bathrooms shall include a decorative framed mirror at least 24" in height. (this item can be combined with storage)
- All bathrooms shall have a light/heater/exhaust fan.

Guidelines (Continued)

• **General Electrical Requirements**

- All electrical work will be completed in accordance with the electric code adopted by the City of San Antonio at the time the building permit is issued.
- The breaker box shall be located in the interior of the home in a discrete, but accessible, location. All breakers shall be clearly and accurately labeled.
- The home shall be pre-wired for telephone using Cat5 or better data. (1) phone outlet shall be installed in both the main living area and the master bedroom.
- The home shall be pre-wired for cable television, if available in the area. (1) cable outlet shall be installed in both the main living area and the master bedroom.

• **Electrical Fixtures and Finishes**

- All interior outlets and outlet covers will be white plastic. Hard-wired smoke alarms and carbon monoxide detectors shall be installed in accordance with the current building code. .
- A hard-wired doorbell shall be installed at the front door according to manufacturer's instructions.
- All light fixtures must use compact fluorescent (CFL) or LED bulbs, including exterior fixtures.
- Ceiling fans shall be installed in the living room and in each bedroom.

• **HVAC System Requirements**

- All HVAC equipment will be designed and installed in accordance with the edition of the International Mechanical Code in use by the City of San Antonio.

• **General Plumbing Requirements**

- All plumbing will be installed in accordance with the adopted Plumbing Code in force at the time the building permit is issued.
- (2) outdoor hose bibs are required.

• **Water Heater**

- A 40-gallon capacity (minimum) water heater meeting the most recent National Appliance Energy Conservation Act (NAECA) Final Rule Energy Efficiency Mandates must be properly installed.

• **Kitchen Fixtures**

- The kitchen sink shall be a stainless-steel double-bowl model (minimum 8" deep).
- A minimum ½ horsepower garbage disposal shall be installed beneath one of the sink bowls. The disposal must include a 2-year limited warranty or greater.
- Water supply shall be included at the refrigerator location for install of an icemaker. A standard valve with a recessed box shall be installed. Saddle valves are not permitted.

• **Bathroom Fixtures**

- All toilets shall be ADA-height/Comfort-height oval shape and meet or exceed EPA Watersense guidelines. .

- A one-piece tub/shower combination unit shall be installed in each full bathroom with blocking according to ADA guidelines for after-market installation of grab bars.