

It's real.

## MEMORANDUM

**To:** City of Seguin Mayor and Council Members  
Steve Parker, City Manager

**From:** Pamela Centeno, Director of Planning & Codes

**Through:** Rick Cortes, Deputy City Manager

**Subject:** **UDC Amendments to Chapter 2- Development Process and associated sections in Chapter 1, 4, & 7; and amendments to Appendix F- Fee Schedule.**

**Date:** December 27, 2022

The City of Seguin continues to experience significant growth as numerous new residential subdivisions are developing throughout the city. Multi-family and commercial developments are also proceeding forward as growth occurs. The processes and procedures for development, including the requirements for development reviews, are adopted within the Unified Development Code. Staff has conducted numerous development reviews in these past years and has identified modifications to the development process that will allow more concurrent reviews of certain steps within that process. City staff is also proposing to add the optional new step for the review of Preliminary Plats for phased subdivision developments. This step ensures that lot dimensions and standards, along with necessary easements, are reviewed based on the development requirements before public infrastructure permits are submitted. This will assist in preventing issues in the Final Plat process as developments proceed forward.

City staff presented the proposed changes to the Planning & Zoning Commission and held public hearings at the November and December meetings. Staff also posted the proposed changes to the UDC on the City's website to ensure that the general public and members of the development community were given the opportunity to review and comment on the proposed changes.

On December 13, 2022, the Planning & Zoning Commission recommended approval of the ordinance amendments to the Unified Development Code. Attached is a copy of the Final Report of the Commission and a copy of the proposed ordinance amendments. Included in the ordinance are a few fee updates: the addition of a fee for Preliminary Plats and a revision to the fee for zoning variances.