

**City of San Antonio**  
Development Services Department  
**Fair Notice Form**



**Date:** \_\_\_\_\_ **Notice Number:** \_\_\_\_\_

1. *Original Fair Notice Form Number if Applicable:* \_\_\_\_\_
2. *Existing Vested Rights Permit No. if applicable:* \_\_\_\_\_

|                             |                       |
|-----------------------------|-----------------------|
| <b><u>COSA USE ONLY</u></b> |                       |
| Expiration date: _____      | Authorized Rep: _____ |

3. *If a permit application identified in item (6) below is not completed (Administratively) within 45 days from the filing date of this form, this notice will be null and void.*
4. *All submittals with (\*) require a site plan. A site plan shall include lot layout, general building footprint with approximate square footage of building(s), and land use.*
5. *All single plat, Multiple Land Use projects must complete (# 7) of this form.*
6. *Permit application Type (Check all appropriate boxes):*

- |  |  |
|--|--|
| <input type="checkbox"/> Building Permit: No. _____                                  | <input type="checkbox"/> Military Airport Overlay Zone (MAOZ) No. _____          |
| <input type="checkbox"/> Master Development Plan (MDP)<br>(Formerly POADP) No. _____ | <input type="checkbox"/> P.U.D. Plan<br>No. _____                                |
| <input type="checkbox"/> MDP/ P.U.D. Plan<br>(Combination) No. _____                 | <input type="checkbox"/> Mixed Use District (MXD)<br>No. _____                   |
| <input type="checkbox"/> Master Plan Community District (MPCD)<br>No. _____          | <input type="checkbox"/> Traditional Neighborhood Development (TND)<br>No. _____ |
| <input type="checkbox"/> Manufactured Home Park Plan (MHPP)<br>No. _____             | <input type="checkbox"/> Pedestrian Plan (PP) No. _____                          |
| <input type="checkbox"/> Flexible Development District No. _____                     | <input type="checkbox"/> Single-Family (Residential) Plat No. _____              |
- 
- |   |  |
|---|--|
| <input type="checkbox"/> Urban Development (UD) | <input type="checkbox"/> Rural Development (RD)      |
| <input type="checkbox"/> Farm and Ranch (FR)    | <input type="checkbox"/> Mix Light Industrial (MI-1) |

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**The following projects require a site plan.**

A site plan shall include, lot layout, general building footprint with approximate square footage of building(s), and land use.

\* SAWS/ Utilities No. \_\_\_\_\_ \* Category Determination Letter from SAWS: \_\_\_\_\_

\* CPS Energy/ Utilities No. \_\_\_\_\_ \* Other: \_\_\_\_\_

\* Application for Letter of Certification (LOC) (Subdivision Plat No. issued): \_\_\_\_\_

**The following single plat projects require a site plan:**

\* Multi-Family                      \* Commercial                      \* Office                      \* Industrial

\* Multiple Land Use Projects (**Complete # 7**)                      \* Entertainment                      \* Special District

\* Other: \_\_\_\_\_

**7. For all single plat, Multiple Land Use Projects please complete the following:**

**(a) Single - Family:** Allocation in Square Feet & Acreage \_\_\_\_\_  
 Use Allocation in Square Feet & Acreage \_\_\_\_\_  
 Density \_\_\_\_\_

**(b) Multi -Family:** Land Allocation in Square Feet & Acreage \_\_\_\_\_  
 Use Allocation in Square Feet & Acreage \_\_\_\_\_  
 Density \_\_\_\_\_

**(c) Commercial:** Land Allocation in Square Feet & Acreage \_\_\_\_\_  
 Use Allocation in Square Feet & Acreage \_\_\_\_\_

**(d) Office:** Allocation in Square Feet & Acreage \_\_\_\_\_  
 Use Allocation in Square Feet & Acreage \_\_\_\_\_

**(e) Industrial:** Allocation in Square Feet & Acreage \_\_\_\_\_  
 Use Allocation in Square Feet & Acreage \_\_\_\_\_

**(e) Entertainment:** Allocation in Square Feet & Acreage \_\_\_\_\_  
 Use Allocation in Square Feet & Acreage \_\_\_\_\_

**(e) Other Special District(s):** Allocation in Square Feet & Acreage \_\_\_\_\_  
 Use Allocation in Square Feet & Acreage \_\_\_\_\_

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**8. Project Name:** \_\_\_\_\_  
Property Description: \_\_\_\_\_

**Owner:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Agent:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State** \_\_\_\_\_ **ZipCode:** \_\_\_\_\_

**Applicant:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State** \_\_\_\_\_ **ZipCode:** \_\_\_\_\_

**Engineer/Surveyor:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State** \_\_\_\_\_ **ZipCode:** \_\_\_\_\_

**Contact Person Name:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Site is over/within/includes:**

Edwards Aquifer Recharge Zone:  Yes  No      San Antonio City Limits.  Yes  No

Council District: \_\_\_\_\_ School District: \_\_\_\_\_ Ferguson map grid: \_\_\_\_\_

**Owner or Authorized Representative:**

**I certify that this Fair Notice form is true and accurate.**

**Print Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State** \_\_\_\_\_ **ZipCode:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**NOTE: To be valid, all fields must be completed.**