

# ICRIP Fee Waiver Program Guidelines

**Comment [RG1]:** Substantive. This document consolidates the two existing separate guidelines (City and SAWS) into one.

## 1. Policy Statement

It is the policy of the City of San Antonio and the San Antonio Water System (SAWS) to promote growth and development in targeted areas of the City, as described in the City's Inner City Reinvestment and Infill Policy (ICRIP). The ICRIP specifically identifies targeted areas that are currently served by public infrastructure and transit, but underserved by residential and commercial real estate markets. It is the intent of the ICRIP to leverage new and existing incentive tools within the ICRIP target area in order to stimulate reinvestment and to foster walkable urban spaces.

## 2. Program Description

Eligible projects under this program may receive a full or partial waiver of City development fees and/or SAWS water and sewer impact fees. Fee waivers are funded by annual appropriations from the General Fund and from the San Antonio Water System, respectively. All fee waivers are subject to funding availability.

## 3. Program Goals

Fee waivers will support the overall policy goals of the ICRIP as outlined below:

- 1) Increase new development (housing and commercial) on vacant infill lots.
- 2) Increase redevelopment of underutilized buildings through the rehabilitation, upgrade, and adaptive reuse of existing buildings.
- 3) Improve the maintenance of existing buildings and sites
- 4) Increase business recruitment and expansion

## 4. Eligibility

1. Eligible projects include: new construction, rehabilitation, repair or maintenance of existing structures, regardless of project cost.
2. Eligible project types include, but are not limited to, residential, commercial, mixed-use, and industrial.
3. Projects must be located within the ICRIP Target Area (Program Area) and be appropriately zoned for the intended use.

**Comment [RG2]:** Substantive change. Eligibility now based on zoning rather than determination by staff of permitted uses.

- a. Exceptions. The following projects outside the program area may still be eligible for fee waivers:
  - i. A targeted-industry project, as defined in the City's Tax Abatement Guidelines, that includes a new capital investment of at least \$50 million or creates at least 500 new full-time jobs; or,
  - ii. An affordable housing project, defined as a single- or multi-family project in which 50% or more of the units are occupied by a family whose household income does not exceed 80% of the San Antonio Area Median income, as

adjusted for household size and as defined by the U.S. Department of Housing and Urban Development (HUD).

- iii. A community service project built by a non-profit or public entity whose mission and goal is to provide community services to the public at no fee with the intent of improving society. Such services include but are not limited to: child care, education, health care, housing, mentoring, crime prevention, and public safety.

**Comment [RG3]:** Substantive change. These boundary exceptions only existed for SAWS waivers. Now they will apply to both City and SAWS.

4. The following projects are NOT ELIGIBLE for fee waivers:

**Comment [RG4]:** Removal of retail from list of exclusions. These will now be permitted if appropriately zoned and not one of the other exclusions.

- a. Projects over the Edwards Recharge or Contributing Zones.
- b. Religious or sectarian facilities.

- c. Surface parking lots that are not part of a larger development or expansion project.

**Comment [RG5]:** Added

- d. 100% publicly-funded projects. This includes bond-funded projects and projects on military installations.

**Comment [RG6]:** Restated to exclude all publicly-funded projects, not just state or federal.

- e. Projects with 10 or more locations by the same or similar name.

**Comment [RG7]:** Added

- f. Hotels, motels, pawn shops, nightclubs, bars, gun shops, liquor stores, tattoo parlors, tanning salons, tobacco/tobacco-like related establishments, specified financial institutions (see UDC Section 35-A101), non-permanent structures, kiosks, and sexually-oriented businesses.

## 5. Waiver Amounts

1. City fee waivers granted under this program are not limited per project.
2. SAWS impact fee waivers granted under this program are limited per project as follows:
  - a. Eligible projects **within the program area** may receive a SAWS impact fee waiver equal to 1% of the total project investment, up to a maximum waiver of \$500,000.
  - b. Eligible projects **outside the program area** may receive a SAWS impact fee waiver equal to 1% of the total project investment, up to a maximum waiver of \$100,000.
3. All SAWS impact fee waivers granted under this program have a minimum waiver value of \$5,000, regardless of project investment.
4. SAWS impact fee waiver requests of \$100,000 or more require City Council approval, not including waivers granted under Section 6.4 below.

## 6. Additional Requirements and Conditions

1. All projects receiving waivers are subject to verification of project investment.

2. SAWS impact fee waiver requests exceeding \$50,000 must be accompanied by a written fee estimate from SAWS.
3. Waivers are not retroactive. Reimbursements will not be granted for fees already paid.
4. Waivers for housing projects under the Center City Housing Incentive Policy (CCHIP) will be granted per the terms of the CCHIP.
5. A processing charge of \$100 will be applied for each waiver, City or SAWS, or \$200 for both.
6. City fee waivers are valid for one year. SAWS fee waivers are valid for 6 months. Each waiver is eligible for one free renewal. The processing charge of \$100 will apply for each renewal thereafter as defined in section 6.5 above.
7. Processing charges are non-refundable. No exceptions. This includes failure to use a waiver before it expires.

## ***7. Application Process***

1. Applications will be received and processed through the Center City Development and Operations Department (CCDO).
2. Applicant must complete an online application or call the Center City Development and Operations Department to submit an application over the phone.
3. If approved, applicant will be notified and receive a Waiver ID which will be activated upon payment of the applicable processing charge.
4. Upon activation, the Waiver ID can be presented to the appropriate staff person to waive the applicable development/impact fees.