

**FY 2023-24 BUDGET QUESTION**  
***Response to Request for Information***

---

DEPARTMENT(S): Development Services, Planning

REQUEST NO. 115

REQUESTED BY: Vela

DATE REQUESTED: 07/25/23

DATE POSTED: 08/07/2023

**REQUEST:** What bucket does the money to pay for mailed notice about LDC changes come from? How much is budgeted for mailing notices? What did we spend on this in previous years? What does it cost to mail out notice about city-wide LDC changes? Are they planning to consolidate multiple items into a single notice? If so, is there a risk that waiting for a consolidated notice could delay any of those items?

---

**RESPONSE:**

For Land Development Code (LDC) changes, the Development Services Department (DSD) pays for the mailing of notifications through the printing/binding budget of the Intake division under the Support Services program. For the fiscal year 2023-24, DSD has a proposed budget of \$400,000 for mailing all notifications, including potential LDC amendments. From FY19 to the current fiscal year, DSD has spent the following amounts on mailing notifications:

| <u>Fiscal Year</u> |                   |                   |                   |                       |
|--------------------|-------------------|-------------------|-------------------|-----------------------|
| <u>FY 2018-19</u>  | <u>FY 2019-20</u> | <u>FY 2020-21</u> | <u>FY 2021-22</u> | <u>YTD FY 2022-23</u> |
| \$111,859          | \$98,500          | \$167,171         | \$443,166         | \$284,675             |

Since city-wide LDC amendments are only required to be sent to registered Neighborhood Associations (approximately 540 in the City of Austin), the cost to mail 540 notifications would be approximately \$90. LDC amendments would also require notices to be published in the local newspaper, which would cost an additional \$450 for a total of \$540 per amendment.

The decision on what type of notice to provide is made interdepartmentally, in consultation with departments involved in developing the staff recommendation. In the past, staff has, in some cases, used consolidated notice for separately initiated code amendments that were related to the same overall topic.

Staff are currently reviewing active code amendment cases to identify opportunities for consolidation and using combined noticing. This review requires considering a number of factors, such as the level of similarity between different amendments, including their proposed timing, and the type of notice that an amendment would require. A final determination on use of consolidated notice has not been made.