



CITY OF FREDERICKSBURG

PLANNING AND ZONING MEETING AGENDA WEDNESDAY, APRIL 6, 2022, ~ 5:30 P.M. LAW ENFORCEMENT CENTER – 1601 E. MAIN STREET

Janice Menking, Chair
Jim Jarreau, Member
Daryl Whitworth, Member
Jeff Lawrence, Member
Cindy Scroggins, Member

Emily Kirchner, Member
Polly Rickert, Member
Tim Dooley, Vice Chair
Steve Thomas, Member

The City of Fredericksburg Planning and Zoning will meet in regular session on **Wednesday, April 6, 2022, at 5:30 p.m. The meeting will be in person at the Law Enforcement Center 1601 E. Main Street.** This meeting will be held in person and live stream on our YouTube Channel.

Link to City of Fredericksburg YouTube Channel Fredericksburg, Texas USA - YouTube
<https://www.youtube.com/channel/UCrhnIFjVfDS1SPBJD2pYKcQ/featured>

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF THE MARCH 2022 MEETING MINUTES

4. PUBLIC COMMENTS

NOTE: The Texas Open Meetings Act permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for the meeting. However, any discussion of the subject must be limited to a proposal to place the subject on the agenda for a future meeting and any response to a question posed to the Planning and Zoning Commission is limited to either a statement of specific information or recitation of existing policy. TEX. GOV'T CODE § 551.042.

Written Comments: to be submitted:

1. Must be received by 2 p.m. on April 6, 2022.
2. Complete the Citizen Comment Form online at www.fbgtx.org; or
3. Email your comments to scollier@fbgtx.org

Verbal Comments:

1. Sign up in-person between 5:00 p.m. and 5:30 p.m. at the Law Enforcement Center to comment.

You will be limited to 3 minutes to speak.

The Planning and Zoning Commission (P&Z) welcomes public comments concerning items on this agenda. Each member of the public who desires to address the P&Z regarding an item on this agenda is required to sign up to speak, prior to the start of the meeting. All public comments shall be limited to discussion of items on this agenda and shall be limited to 3-minutes in duration. At the discretion of the P&Z Chair, or upon an affirmative vote of the P&Z, the public comment time limit applicable to all speakers may be lengthened or shortened as required to allow the P&Z to complete its legislative agenda. Persons addressing the P&Z are prohibited from trading time with other speakers or reserving of time.

5. ACTION ITEMS

- A. DISCUSSION, CONSIDERATION AND ACTION REGARDING REQUEST SP-2204 BY MICHAEL MEEK TO CONSIDER A SITE PLAN FOR A SHORT TERM RENTAL FACILITY LOCATED AT 320 WEST ORCHARD.

6. DISCUSSION ITEM

- A. Discuss adding a future agenda item to the next meeting, concerning current practices and procedures for Planning and Zoning application review and recommendations to City Council, and any options for possible revisions to said practices and procedures.

7. ADJOURN

This is to certify that I, Shelby Collier, posted this Agenda before 5:00 PM. on April 1, 2022, on the bulletin board at the City of Fredericksburg City Hall, 126 W. Main St., Fredericksburg, Texas as well as the City of Fredericksburg's website fbgtx.org.

Shelby Collier
Associate Planner

**STATE OF TEXAS
COUNTY OF GILLESPIE
CITY OF FREDERICKSBURG**

**PLANNING & ZONING COMMISSION
MARCH 9, 2022
5:30 P.M.**

On this the 9th day of MARCH 2022 the PLANNING AND ZONING COMMISSION convened in regular Session at the Law Enforcement Center located at 1601 E. Main Street with the following members present to constitute a quorum:

PRESENT:

EMILY KIRCHNER
CINDY SCROGGINS
JEFF LAWRENCE
POLLY RICKERT
JIM JARREAU
DARYL WHITWORTH
TIM DOOLEY
JANICE MENKING
STEVE THOMAS

ABSENT:

ALSO, PRESENT:

JASON LUTZ – Director of Development Services
DANIEL JONES – City Attorney
SHELBY COLLIER – Associate Planner

Janice Menking called the meeting to order at 5:30 P.M.

PUBLIC COMMENTS

Jim Roeder spoke regarding his protest of the proposed zoning change for Z-2204.

MINUTES

Emily Kirchner made a Motion to Approve the JANUARY and FEBRUARY 2022 Meeting Minutes. Jeff Lawrence seconded the motion. All voted in favor and the motion carried.

PUBLIC HEARING

REQUEST #Z-2205 REQUEST BY BRANDON WEINHEIMER, APPLICANT TO ALLOW A PROPOSED LAND USE OF “SINGLE-FAMILY RESIDENTIAL DETACHED” IN THE CENTRAL BUSINESS DISTRICT (CBD), FOR PROPERTY LOCATED AT 419 W. MAIN ST.

Daryl Whitworth made a motion to open the Public Hearing. Seconded by Jim Jarreau. All voted in favor and the motion carried.

Brandon Weinheimer presented the application. He stated it is the applicants desire to make his property at 419 W. Main Street his personal residence.

Tim Dooley made a motion to close the Public Hearing. Seconded by Jim Jarreau. All voted in favor and the motion carried.

Jason Lutz, Director of Development Services, stated the applicant purchased the property located at 419 W. Main St. The property is currently a “Day Spa”, and the applicant would like to utilize the structure as their personal residence.

Staff recommends approval of this request.

Jim Jarreau made a Motion to recommend Approval of Z-2205 per Staff Recommendation. Daryl Whitworth Seconded by. All voted in favor and the motion carried.

REQUEST #Z-2204 REQUEST BY JOE SALINAS JR TO CONSIDER A REQUESTED FUTURELAND USE CLASSIFICATION CHANGE FROM “LOW DENSITY RESIDENTIAL” (LDR) TO “MEDIUM DENSITY RESIDENTIAL” (MDR) FOR APPROXIMATLY 4.332 ACRES OF LAND DESCRIBED AS GE CO #192, LOCATED AT THE SOUTHWEST INTERSECTION OF W. LIVE OAK ST. AND SMOKEHOUSE RD. (1129, 1161, AND 1145 W. LIVE OAK ST).

REQUEST #Z-2204 REQUEST BY JOE SALINAS JR TO CONSIDER A REQUESTED ZONING CHANGE FROM “SINGLE-FAMILY RESIDENTIAL” (R1) TO “MIXED RESIDENTIAL” (R2) FOR APPROXIMATLY 4.332 ACRES OF LAND DESCRIBED AS GE CO #192, LOCATED AT THE SOUTHWEST INTERSECTION OF W. LIVE OAK ST. AND SMOKEHOUSE RD. (1129, 1161, AND 1145 W. LIVE OAK ST).

REQUEST #Z-2204 REQUEST BY JOE SALINAS JR TO CONSIDER A REQUESTED FUTURE LAND USE CLASSIFICATION CHANGE FROM “LOW DENSITY RESIDENTIAL” (LDR) TO “MEDIUM DENSITY RESIDENTIAL” (MDR) FOR APPROXIMATLY 0.508 ACRES OF LAND DESCRIBED AS GE CO #192, LOCATED 150 FEET SOUTH OF 1161 W. LIVE OAK ST.

REQUEST #Z-2204 REQUEST BY JOE SALINAS JR TO CONSIDER A REQUESTED VOLUNTARY ANNEXATION AND A PROPOSED ZONING CLASSIFICATION OF “MIXED RESIDENTIAL” (R2) FOR APPROXIMATLY 0.508 ACRES OF LAND DESCRIBED AS GE CO #192, LOCATED 150FEET SOUTH OF 1161 W. LIVE OAK ST.

REQUEST #Z-2204 REQUEST BY JOE SALINAS JR TO CONSIDER A REQUESTED VOLUNTARY ANNEXATION AND A PROPOSED ZONING CLASSIFICATION OF “MIXED RESIDENTIAL” (R2) FOR APPROXIMATLY 0.508 ACRES OF LAND DESCRIBED AS GE CO #192, LOCATED 150FEET SOUTH OF 1161 W. LIVE OAK ST.

Jim Jarreau made a motion to open the Public Hearing. Seconded by Cindy Scroggins. All voted in favor and the motion carried.

Joe Salinas Jr presented the application. He stated his family and him would like to change the zoning from R1, Single Family Residential to R2, Mixed Residential to enable them to have multiple residents on site for their family.

Jim Jarreau made a motion to close the Public Hearing. Seconded by Polly Rickert. All voted in favor and the motion carried.

Jason Lutz, Director of Development Services, stated the applicants own approximately 4.83 acres of land, located at the southwest intersection of W. Live Oak St. and Smokehouse Rd. The applicants are seeking to have their entire property under one zoning district category and one future land use classification. In order to achieve this goal, the ~~4~~ applicant is requesting a land use and zoning change of

the existing city limit parcels and will also seek to annex the remaining 0.508 acres of land into the city limits and establish the requested zoning for the entire tract.

Staff recommends approval of the requested future land use changes, zoning changes, annexation request, and proposed zoning of the annexation area.

Jim Jarreau made a Motion to recommend Approval of Z-2204 (A) Per Staff recommendation. Seconded by Tim Dooley. All voted in favor and the Motion carried.

Jim Jarreau made a Motion to recommend Approval per Staff Recommendation of Z-2204 (B). Seconded by Daryl Whitworth. All voted in favor and the Motion carried.

Polly Rickert made a Motion to recommend Approval per Staff Recommendation of Z-2204 (C). Seconded by Jeff Lawrence . All voted in favor and the Motion carried.

Jim Jarreau made a Motion to recommend Approval per Staff Recommendation of Z-2204 (D). Seconded by Polly Rickert. All voted in favor and the Motion carried.

DISCUSSION, CONSIDERATION, AND ACTION REGARDING REQUEST P-2204 BY RANDY JENNIGES FOR A FINAL PLAT FOR FRIEDEN SUBDIVISION PHASE 2.

Jason Lutz, Director of Development Services, stated the applicant is requesting approval for the Final Plat for the Frieden Subdivision Phase 2. Staff recommends approval conditioned upon the following:

1. Please sign and seal drainage letter provided by SEH ensuring this development is consistent with original design of the subdivision and the City's stormwater control ordinances.
2. The Final Plat shall not be recorded until all public improvements are installed, inspected, and accepted or a financial surety is accepted by the city for all improvements not yet completed.

Jim Jarreau made a Motion to Approve per Staff Recommendation of P-2204. Seconded by Cindy Scroggins. All voted in favor and the Motion carried.

DISCUSSION, CONSIDERATION, AND ACTION REGARDING REQUEST P-2205 BY RANDY JENNIGES FOR A FINAL PLAT FOR FRIEDEN SUBDIVISION PHASE 5.

Jason Lutz, Director of Development Services, stated the applicant is requesting approval for the Final Plat for the Frieden Subdivision Phase 5. Staff recommends approval conditioned upon the following:

1. Provide documentation for the construction responsibilities of Mariposa Drive and Otto Eckhardt Road for this lot and future lots that border these rights-of-ways.
2. The Final Plat shall not be recorded until all public improvements are installed, inspected, and accepted or a financial surety is accepted by the city for all improvements not yet completed.

Jim Jarreau made a Motion to Approve per Staff Recommendation of P-2205. Seconded by Polly Rickert. All voted in favor and the Motion carried.

DISCUSSION, CONSIDERATION, AND ACTION REGARDING REQUEST P-2206 BY PAUL MATHIS OF CEC FOR A FINAL PLAT FOR STONERIDGE SUBDIVISION PHASE 11.

Jason Lutz, Director of Development Services, stated the applicant is requesting approval for the Final Plat for the Stoneridge Subdivision Phase 11. Staff Recommends approval with the following conditions:

1. Add note stating drainage easements and infrastructure are to be privately maintained.
2. Provide documentation for offsite 30-foot drainage, retaining wall, and sanitary sewer easement.
3. Add note for triangular sight visibility easement as written in the City's subdivision ordinance.
4. Parkland Dedication Fees (\$500 per lot) shall be paid prior to recordation of the plat.
 - a. $\$500.00 \times 24 = \$12,000.00$
5. The Final Plat shall not be recorded until all public improvements are installed, inspected, and accepted or a financial surety is accepted by the city for all improvements not yet completed.

Jim Jarreau made a Motion to Approve per Staff Recommendation of P-2206. Seconded by Daryl Whitworth. All voted in favor and the Motion carried.

DISCUSSION ITEMS

Short-Term Rental Ordinance Update

ADJOURN

With nothing further to come before the Commission, Jim Jarreau moved to adjourn. Seconded by Daryl Whitworth. All voted in favor and the meeting was adjourned at 6:22 p.m.

PASSED AND APPROVED this 6th day of APRIL 2022.

SHELBY COLLIER, Associate Planner

JANICE MENKING, Chairman



PLANNING & ZONING COMMISSION MEMO

DATE: April 6, 2022
TO: Planning and Zoning Commission
FROM: Shelby Collier
SUBJECT: Consider a Site Plan for a Short-Term Rental Facility located at 320 West Orchard Street.

Summary: A Site Plan has been submitted to develop the property at 320 West Orchard Street as a Short-Term Rental Facility. The proposed development would include one (1) existing, one-bedroom unit and three (3) new, one- bedroom units.

The proposed development has access off West Orchard St via a 12' wide driveway and requires 4 parking spaces with 4 provided including 1 ADA space. The new units will be single story and be equipped with a fire suppression system.

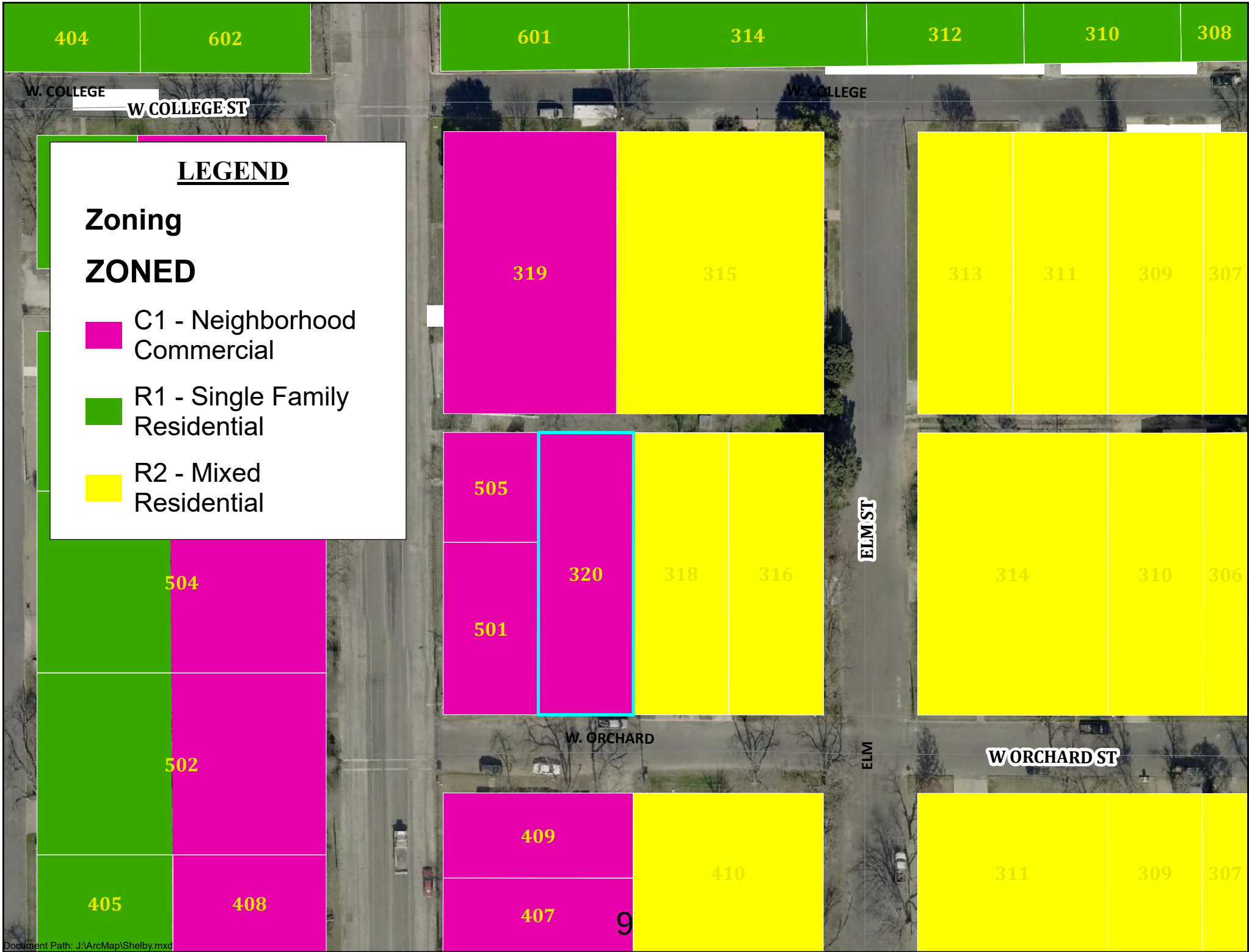
Site Area:	Approximately 0.249 Acres or 10,889 Sq Ft
Zoning:	C1, Neighborhood Commercial Sec. 3.200
Building Coverage:	24% (50% maximum) Sec. 3.200
Impervious Coverage:	37.2% (65% maximum) Sec. 3.200
Utilities:	Water and sanitary sewer are available to serve the site.
Detention:	Stormwater detention plans & studies shall be reviewed as part of the Civil Construction Plans.
Screening:	Required and provided along eastern property line Sec. 7.970
Landscape:	A hedge or fence per specifications is required when abutting property is zoned for non-commercial use, and one (1) tree per 75 LF required. Sec. 7.970

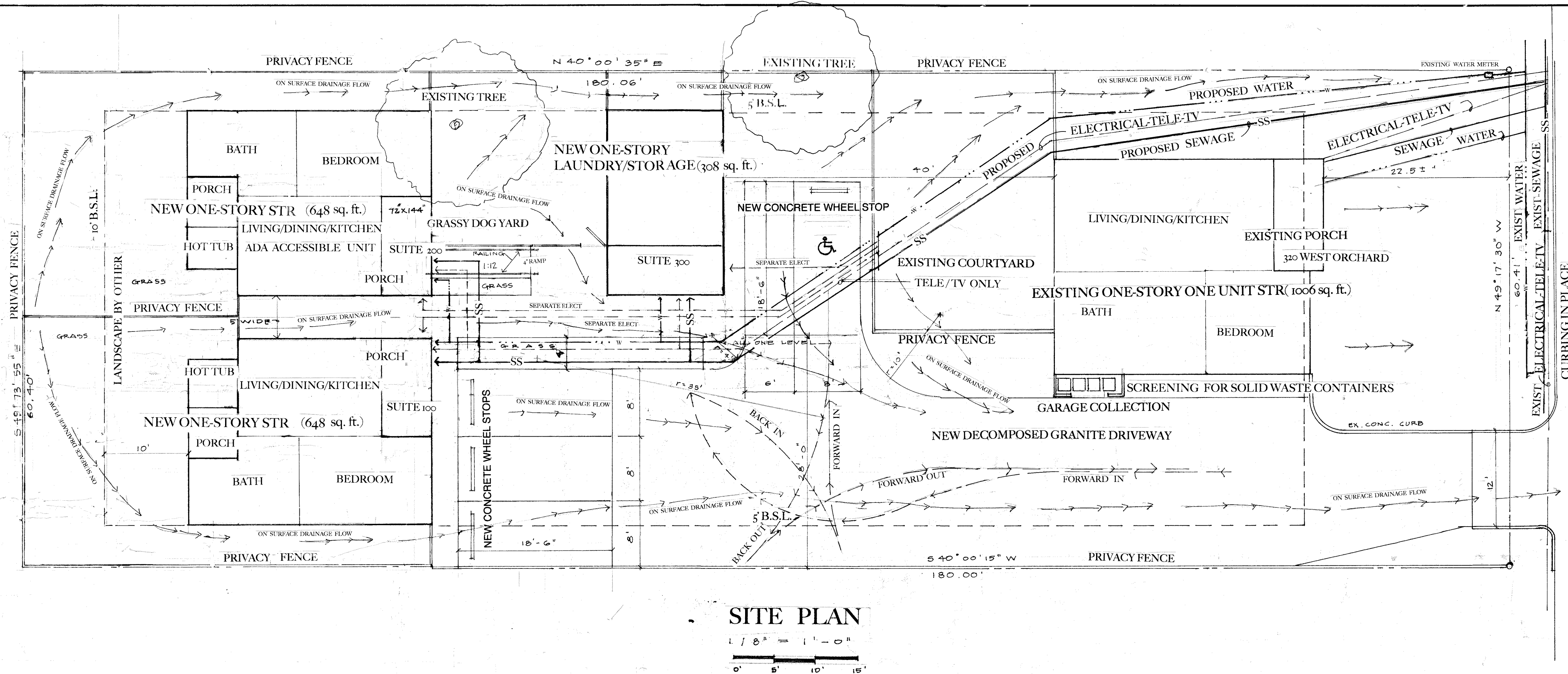
The Site Plan has been reviewed and meets all city codes regarding land use and development regulations. It is important to note that the Historic Review Board still needs to conduct their review and there could be additional requirements at that time.

Recommendation: Based on Staffs review, staff can recommend approval conditioned upon approval of a Landscape plan prior to issuance of Building Permits

Attachments:

General Site Plan and Location Map.





PARKING SUMMARY

PROPOSED FACILITIES PROPOSED UNIT COUNT	2 UNITS
PARKING SPACES REQUIRED 1 SPACE PER UNIT 1 SPACE FOR EXISTING UNIT	3 SPACES
PARKING SPACES PROVIDED STANDARD PARKING SPACES REQUIRED NUMBER OF HANDICAP SPACES PROPOSED NUMBER OF HANDICAP SPACES	5 SPACES 1 VAN + 0 STANDARD 1 VAN + 0 STANDARD
TOTAL NUMBER SPACES PROVIDED	6 SPACES

LOT SUMMARY TABLE

LOT AREA	10,846.44 sq. ft./0.249 Ac.
CURRENT ZONING	C1 NEIGHBORHOOD COMMERCIAL
ZONING REQUIREMENTS MINIMUM LOT AREA MINIMUM LOT WIDTH	7500 sq. ft. 70 ft.
BUILDING SETBACKS MINIMUM FRONT YARD SETBACK MINIMUM STREET SIDE YARD SETBACK MINIMUM INTERIOR SIDE YARD SETBACK MINIMUM REAR YARD SETBACK	25 ft. 25 ft. 5 ft. 10 ft.
MAXIMUM BUILDING HEIGHT (MAX) MAXIMUM BUILDING COVERAGE MAXIMUM IMPERVIOUS COVERAGE	3 STORIES 38 ft. 55% 65%
PROPOSED LOT COVERAGES PROPOSED BUILDING HEIGHT (MAX) PROPOSED BUILDING COVERAGE PROPOSED BUILDING AREA	1 STORY 2610 sq. ft. 10,846.44 sq. ft./0.249 Ac.
PROPOSED IMPERVIOUS PERCENTAGE IMPERVIOUS AREA GRAVEL (USE 50%) TOTAL IMPERVIOUS AREA	37.2% 2610 sq. ft. 2871 x 0.50% = 1435.5 sq. ft. 4045.5 sq. ft./0.09 Ac.
TOTAL PERVIOUS AREA	6800.94 sq. ft./0.156 Ac.

MINIMUM FOR DWELLING UNITS-ONE BEDROOM = 2000 SQ. FT./1 BEDROOM

3 BEDROOMS @ 2000 SQ. FT. = 6000 SQ. FT. REQUIRED

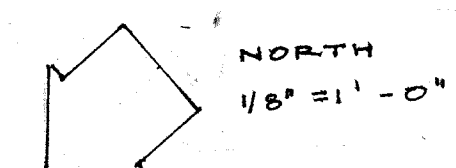
SITE = 10,846.44 SQ. FT./0.553% DENSITY

TREES REMOVED = 0

LANDSCAPING BY OTHER ACCORDING TO FREDERICKSBURG LANDSCAPING ORDINANCE

NOTES:

- All utilities underground
- All service connections work and testing shall be in accordance with the city of Fredericksburg Standard Specifications and contract documents.
- All new sanitary sewer lines shall be polyvinyl chloride (PVC) of the rigid type and must bear the nation sanitation foundation seal of approval for potable water (NSF-PW) and have a pressure rate at SDR-14 (200PSI)
- Contractor to confirm existing sanitary sewer flow line prior to installation of private 4" sanitary sewer
- Contractor to confirm existing water line flow line prior to installation of private water line. Plumber to confirm water line sizes and meter size.
- Proposed exterior lighting design will be in accordance with current city of Fredericksburg ordinance and will be included in building plans. It will be night sky compliant.
- Proposed concrete curb and driveway improvements within the city of Fredericksburg ROW will be constructed in accordance with current city of Fredericksburg construction standards.
- Proposed sidewalk from handicap parking area to building shall comply with all ADA guidelines.
- Electrical separate for each unit and other utilities co-mingled



320 WEST ORCHARD STREET
FREDERICKSBURG, TEXAS 78624

scale

date

sheet

1

GALLE DESIGN

FREDERICKSBURG, TEXAS 78624 830-997-2484