City of Fredericksburg

Planning and Zoning Meeting Agenda
Wednesday, April 1, 2026 ~ 5:30 PM
New City Hall at East Campus
2818 E. U.S. Hwy. 290
Fredericksburg, Texas 78624

Janice Menking, Chair
Tim Dooley, Member
George Hager, Member
Jim Jarreau, Member
Belinda McDonnell, Member
Tom Musselman, Member
Tyler Pansing, Member
Todd Peters, Member
Sondra Sultemeier, Member

The City of Fredericksburg Planning and Zoning Commission will meet in a regular session on Wednesday, April 1, 2026, at 5:30PM. Link to City of Fredericksburg agenda webpage to watch video of the meeting.

Written Comments: to be submitted remotely:

1. Must be received by 2 p.m. on April 1, 2026.
2. Complete the Citizen Comment Form online at www.fbgtx.org; or
3. Email your comments to jmusgrove@fbgtx.org

Verbal Comments:
Sign up in-person between 5:00 p.m. and 5:30 p.m. New City Hall at East Campus 2818 E. U.S. Hwy. 290, Fredericksburg, Texas 78624
You will be limited to 3 minutes to speak.

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1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

A. March 10, 2026, Regular Meeting Minutes

4. PUBLIC HEARING

A. **Request Z-2601:** Proposed text amendments regarding sexually oriented businesses, vape shops, game of skill parlors and tattoo studios.The proposed text amendments are for Section 2.100 (Definitions), Section 3.210 (C-2: Commercial), Section 3.320 (M-2: Medium Manufacturing) and Section 4.500 (General Description of Commercial Use Types).

i Presentation by the Staff
ii Hold Public Hearing

iii Take Action on proposed text amendment

B. **Request Z-2604:** Proposed text amendment regarding Multiple Family Residential Uses within the C-1 Neighborhood Commercial District. The proposed text amendments are for Section 3.200 (C-1: Neighborhood Commercial) district.

i Presentation by the Staff
ii Hold Public Hearing
iii Take Action on proposed text amendment

C. **Request Z-2605:** By Century 21, The Hills Realty to consider a Conditional Use Permit (CUP) per Section 3.510 to Establish and Operate a Standardized Business in the Historic Shopping District Overlay for the property commonly known as 408 W. Main Street.

i Presentation by the Applicant
ii Presentation by the Staff
iii Hold Public Hearing
iv Take Action on the Conditional Use Permit

D. **Request Z-2606:** By April Laird / Frisky Kitty Cafe LLC to consider a Conditional Use Permit (CUP) per Section 3.200 to Establish and Operate a "Restaurant - Limited" use for the property commonly known as 1209 E. Main Street.

i Presentation by the Applicant
ii Presentation by the Staff
iii Hold Public Hearing
iv Take Action on the Conditional Use Permit

E. **Request Z-2607:** By Kevin Spraggins with VEI Engineering to consider a Conditional Use Permit (CUP) per Section 3.210 to allow a "Drive Though or Drive-In Facilities" for the property commonly known as 720 S. Adams Street.

i Presentation by the Applicant
ii Presentation by the Staff
iii Hold Public Hearing
iv Take Action on the Conditional Use Permit

5. ACTION ITEMS

A. Consider Amending Section 6.11 "Sidewalks," of Section 6, "Subdivision Design Standards," of Chapter 38, "Subdivision Regulations," of the City of Fredericksburg Code of Ordinances

B. **Request SP-2602:** By Mason Gramling, Gramco Construction LLC to Consider the Site Plan Review for an Addition to an existing Event Center located at 111 FM 2093, legally described as Lot 2AR-3, Gretchen Nugent Subdivision.

6. DISCUSSION ITEMS

A. Director's Report

7. ADJOURN

CERTIFICATION

This is to certify that I, Jan Musgrove, posted this Agenda before 4:30PM, on March 25, 2026, on the bulletin board of the City of Fredericksburg City Hall, 126 W. Main St., Fredericksburg, Texas.



Jan Musgrove
Planner 1

STATE OF TEXAS
COUNTY OF GILLESPIE
CITY OF FREDERICKSBURG

PLANNING & ZONING COMMISSION
MEETING MINUTES
March 4, 2026, 5:30 P.M.

On the 4th day of March 2026, the Planning and Zoning Commission convened in Regular Session at the New City Hall at East Campus 2818 E. U.S. Hwy. 290, Fredericksburg Texas with the following members present to constitute a quorum:

PRESENT:
JANICE MENKING
TOM MUSSELMAN
TIM DOOLEY
BELINDA MCDONNELL
SONDRA SULTEMEIER
TODD PETERS
TYLER PANSING
GEORGE HAGER
JIM JARREAU

ABSENT:

ALSO, PRESENT:
CLIFF CROSS – Director of Development Services
SUSANA HUERTA – Assistant Director of Development Services
EVAN WILLIAMSON – Assistant City Engineer
JAN MUSGROVE – Planner I
MICK MCKAMIE – Legal Counsel
MARIA GARCIA – Legal Counsel

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

Action Items:
Request Z-2603 - By Clayton Walvoord, Rebecca Rather & Brad Oehler to Consider the Following: A Zoning Change from Single-Family Residential (R1) to Central Business District (CBD) for the Properties Located at 408, 412 & 414 East Austin Street.

Applicant Presentation: Clayton Walford, spoke on behalf of Rebecca Rather, and Brad Oehler presented a request to rezone properties at 408, 412, and 414 East Austin Street from single-family residential (R1) to Central Business District (CBD), he explained the rationale for requesting rezoning from R1 to CBD, citing alignment with the new 2024 Comprehensive Plan, the area's designation as a historic shopping district, and the predominance of commercial and short-term rental uses in the vicinity, arguing that the proposed change fits the city's vision and current land use trends.

Staff Summary:
Cliff Cross summarized the staff report, confirming the properties' eligibility for CBD zoning under the new comprehensive plan, but emphasized the need for the Planning and Zoning Commission to consider findings of fact, including neighborhood impact, infrastructure adequacy, and consistency with the comprehensive plan, before making a recommendation.

Public Hearing opened at 5:42 by Janice Menking

Multiple residents, including Shelley Messer, Michael Mahoney, Ron Wolholff, John Hever and Graham Pearson, spoke in opposition to the rezoning, expressing concerns about increased commercial activity, negative impacts on residential character, property values, and the potential for spot zoning, while Brad Oehler, one of the applicants, responded by highlighting responsible ownership and the city's strict code enforcement.

Public Hearing closed at 5:54PM

Commission Discussion and Deliberation:
Commission members debated the implications of spot zoning, the definition of commercial versus residential uses (especially regarding short-term rentals), the potential for setting precedent, and alternative zoning options such as C1, ultimately focusing on the need to protect neighborhood integrity and follow established findings of fact.

Vote and Next Steps:
Tom Musselman made a motion to deny request Z-2603.

Tim Dooley seconded the motion. A roll call vote was called:

Tom Musselma – Aye	Janice Menking – Aye	Tyler Pansing – Aye
Tim Dooley – Aye	Todd Peters – Aye	George Hager – Aye
Sondra Sultemeier – Aye	Jim Jarreau – Aye	Belinda McDonald – Aye

Motion passed unanimously, The Commission clarified the implications of the vote and outlined the process for forwarding the recommendation to City Council on March 17, 2026, where a supermajority would be required to overturn the denial, and the applicants were informed of their options for reapplying or proposing alternative zoning.

Request Z-2601 - Proposed text amendments regarding sexually oriented businesses, vape shops and tattoo studios and gaming skill parlors.

Proposed Text Amendment on Sexually Oriented Businesses:
The Planning and Zoning Commission discussed proposed text amendments to the zoning ordinance regarding definitions and permitted districts for sexually oriented businesses, game/skill parlors, tattoo studios, deciding to table the item to the April 1st meeting to allow for a second round of public notices due to undelivered mailings.

Staff Summary:
Staff presented proposed text amendments to define and regulate sexually oriented businesses, game/skill parlors, tattoo studios, and similar uses, specifying the zoning districts where these uses would be permitted via conditional use permits and subject to supplementary regulations, with the intent to align with state law and municipal code. Due to a significant number of undelivered public notices, the Commission agreed to table both the sexually oriented business amendments and the multifamily use amendments to the April 1st meeting, allowing more time to notice the public.

Janice Menking open the floor for the public hearing at 6:32 PM and closed the public hearing at 6:32 PM.

Tim Dooley made a motion to table the item to the April 1st, 2026, meeting allowing more time to notice the public.

Jim Jarreau seconded the motion. All voted Aye and the motion carried.

Request Z-2604 - Proposed text amendment regarding Multiple Family Residential Uses within the C-1 Neighborhood Commercial District. The proposed text amendments are for Section 3.200 (C-1: Neighborhood Commercial) district.

Janice Menking opened the public hearing at 6:36PM.

Anna Hudson wanted to know if everyone that owned property in C1 had been notified and asked why staff was making it harder for multifamily housing and affordable housing and wanted to know why there was a need for text amendments with the upcoming UDC process.

Janice Menking asked Cliff Cross to address her concerns.

Cliff responded that all property owners in C1 were notified. He stated that the recent case requiring townhomes in C1 to require a CUP (Conditional Use Permit) prompted the question, why townhomes and not multifamily units more than five. He stated that there was some control for five or more units under the current ordinance with the Site Plan review process but that this new text amendment would allow for more oversight from staff and the board.

Janice Menking closed the Public hearing at 6:45PM

Due to a significant number of undelivered public notices, the Commission agreed to table the multifamily use amendments to the April 1st meeting, allowing more time to notice the public.

Tim Dooley made a motion to table the item for April 1st, 2026, meeting.

Jim Jarreau seconded the motion. All voted Aye and the motion carried unanimously.

Action Items:
Request P-2601: By Zoe Jasso to consider and take action on the Final Plat approval for the proposed Phase 5 of The Friendship Oaks Subdivision located East of US 87 and S. Creek Street Intersection.

Applicant Presentation and Justification: The Applicant was in the audience but declined to present as there was nothing new to report.

Staff Summary:
Susana Huerta Staff presented the final plat for Friendship Oaks Subdivision Phase 5, consisting of 64 residential lots on 11.35 acres, confirming compliance with R1A zoning and subdivision regulations, and recommending approval subject to final construction approval and payment of park dedication fees. The Phasing of Friendship Oaks and the preliminary plats had previously been approved by the Commission.

Commission Discussion and Deliberation:
The Commission reviewed and approved the final plat for Friendship Oaks Subdivision Phase 5.

Jim Jareau made a motion to approve P-2601 with staff recommendations.

Tom Musselman seconded the motion. All voted Aye and the motion passed unanimously.

SP-2601 - An application has been submitted by Cristi Kennedy for review of a Site Plan for a duplex development consisting of nine (9), two-bedroom units located within five (5) two-story buildings. The Site Plan was previously approved on September 6, 2023. However, the approval has since expired. The lot was previously replated in 2021 (P-2136) resulting in the 1.379-acre lot located at 903 E. Highway Street.

Applicant Presentation and Justification:
Cristi Kennedy presented the site plan for a duplex complex at 903 East Highway Street, consisting of nine two-bedroom units in five buildings, intended for long-term rental.

Staff Summary:
Susana Huerta confirmed compliance with R2 zoning and recommended approval with conditions including civil construction plans, addressing, landscaping, and parkland dedication fees.

Commission Discussion and Deliberation:
Tim Dooley asked the applicant when she thought they might break ground, Cristi Kennedy responded that they hoped to within the next 3 to 6 months. Jim Jarreau asked if the units would be long-term rentals. Ms., Kennedy confirmed that they would be.

Tom Musselman made a motion to approve the application as presented with staff recommendations.

Jim Jarreau seconded the motion. All voted Aye and the motion carried unanimously.

Director's Report:
Cliff Cross provided updates on the upcoming text amendments woold be brought forward to address immediate regulatory concerns and prepare for the UDC, emphasizing the importance of initiative-taking code updates and stakeholder input. He mentioned that City Council had recently adopted the updated 2021 ICC series of building codes and the International Fire Code, bringing local regulations up to date and potentially improving the city's ISO rating and insurance premiums. He announced that the City Council approved moving forward with the UDC process, with consultant Kimberly Horn as the selected company to help with the UDC. He discussed the need for P&Z members to be involved in the process, but that Kimberly Horn would be determining body on the makeup of the representatives involved in the process.

Approval of Minutes:
Tom Musselman made a motion to approve with corrections the meeting minutes for February 4, 2026. Belinda McDonnell seconded the motion. All voted Aye and the motion carried unanimously.

ADJOURN

With nothing further to come before the Commission, the meeting adjourned at 7:15PM.

PASSED AND APPROVED on the 1st day of April, 2026.

JAN MUSGROVE, Planner I

JANICE MENKING, Chair

PLANNING AND ZONING COMMISSION AGENDA MEMO

DEPARTMENT: Development Services
TO: Planning and Zoning Commission
FROM: Cliff Cross, Director of Development Services
MEETING DATE: April 1, 2026 **SECTION:** PUBLIC HEARING **ITEM:** A.

CAPTION: **Request Z-2601:** Proposed text amendments regarding sexually oriented businesses, vape shops, game of skill parlors and tattoo studios.The proposed text amendments are for Section 2.100 (Definitions), Section 3.210 (C-2: Commercial), Section 3.320 (M-2: Medium Manufacturing) and Section 4.500 (General Description of Commercial Use Types).

i Presentation by the Staff
ii Hold Public Hearing
iii Take Action on proposed text amendment

SUMMARY:
Staff is proposing text amendments related to the definitions for and the establishment of Sexually Oriented Businesses, Vape Shops, Game of Skill Parlors and Tattoo Studios within identified zoning districts in the City. The proposed amendments pertain to Section 2.100 (Definitions), Section 3.210 (C-2: Commercial), Section 3.320 (M-2: Medium Manufacturing) and Section 4.500 (General Description of Commercial Use Types) and are intended to define the specific uses and identify permitted underlying zoning districts and supplementary regulations.

BACKGROUND: *The proposed amendments are identified within the following sections of the proposed ordinance.*

Section 2 of Proposed Ordinance

Section 2.100, “Definitions,” of the Zoning Ordinance is amended by adding the following definitions to be listed alphabetically and to read follows:

“CBD”

Cannabidiol in the form of a consumable hemp product, as that term is defined in Section 443.001 of the Texas Health and Safety Code, that may be lawfully sold in accordance with state and federal laws.

E-CIGARETTE

The term as defined in Tex. Health & Safety Code §161.081(1-a).

GAME OF SKILL PARLOR

An establishment primarily engaged in providing entertainment regarding devices and other activities in which players could earn credits above and beyond those played based on skill and chance plays no part in the award of a prize.

SEXUALLY ORIENTED BUSINESS

An adult arcade, adult bookstore, adult video store, adult cabaret, adult motel, or adult motion picture theater, as those terms are defined in Chapter 26 “Sexually Oriented Businesses” of the Code of Ordinances for the City of Fredericksburg, Texas.

SMOKE/TOBACCO/CBD/CED STORE

Any premises dedicated to the display, sale, distribution, delivery, offering, furnishing, or marketing of tobacco, tobacco products, tobacco paraphernalia, or CBD/CED or hemp-derived products, except:

(1) a pharmacy selling FDA approved cannabis and cannabis-derived products; and

(2) any grocery store, supermarket, convenience store or similar retail use that sells conventional cigars, cigarettes, tobacco, or CBD/CED or hemp-derived products as an ancillary sale, meaning the store uses for the display, sale, distribution, delivery, offering, furnishing, or marketing of conventional cigars, cigarettes, tobacco or CBD/CED or hemp product, (i) no more than two percent (2%) or two-hundred (200) square feet of its gross floor area (whichever is less), or (ii) for a retail store consisting of two-hundred and fifty (250) square feet or less, no more than five (5) square feet.

TATTOO STUDIO

Establishments engaged in producing indelible marks or figures on the human body through tattooing, permanent cosmetics or scarification or inserting pigments under the skin using needles, scalpels or other related equipment and licensed by the Texas Department of Licensing and Regulation (TDLR). This also includes establishments creating an opening in a person’s body, other than the earlobe, to insert jewelry or another decoration or implants.

TOBACCO

Any preparation of the nicotine-rich leaves of the tobacco plant, which are cured by a process of drying and fermentation for use in smoking, chewing, absorbing, dissolving, inhaling, snorting, sniffing, or ingesting by any other means into the body.

TOBACCO PARAPHERNALIA

Any paraphernalia, equipment, device, or instrument that is primarily designed or manufactured for smoking, chewing, absorbing, dissolving, inhaling, snorting, sniffing, or ingesting by any other means into the body of tobacco, tobacco products, or other controlled substances as defined in the Tex. Health and Safety Code. Items or devices classified as tobacco paraphernalia include but are not limited to the following: pipes, punctured metal bowls, bongs, water bongs, electric pipes, ecigarettes, e-cigarette juice, buzz bombs, vaporizers, hookahs, and devices for holding burning material. Lighters and matches shall be excluded from the definition of tobacco paraphernalia.

TOBACCO PRODUCT

Any product in leaf, flake, plug, liquid, or any other form, containing nicotine derived from the tobacco

plant, or otherwise derived, which is intended to enable human consumption of the tobacco or nicotine in the product, whether smoked, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means. For the purposes of this chapter, the term "tobacco product" excludes any product that has been specifically approved by the United States Food and Drug Administration (FDA) for sale as a tobacco/smoking cessation product or for other medical purposes, where such product is marketed and sold solely for such an approved purpose.

VAPE SHOP

Establishments primarily engaged in providing services and defined as a “Smoke/Tobacco/CBD/CED Store” or “Vapor Smoking Services” establishment per the City of Fredericksburg, Texas Zoning Ordinance.

VAPOR SMOKING SERVICES

A retail use that provides vapor smoking services onsite.

Section 3 of Proposed Ordinance

Section 3.210, “C-2: Commercial”, of the Zoning Ordinance is revised by adding “Vape Shop”, “Game of Skill Parlor” and “Tattoo Studio” to the Uses Permitted Subject to Conditional Use Permit chart, to be inserted alphabetically.

Section 4 of Proposed Ordinance

Section 4.500, “General Description of Commercial Use Types,” of the Zoning Ordinance is revised by adding “VAPE SHOP,” GAME OF SKILL PARLOR” and “TATTOO STUDIO” to be inserted alphabetically and to read as follows:

VAPE SHOP

A Vape Shop shall require a conditional use permit. Standards to operate a Vape Shop shall be as follows:

1. Vape Shops shall not be located within five hundred (500) feet, measured property line to property line, from a school (public or private), family day care home, child care facility, youth center, community center, recreational facility, park, church, religious institution, hospital, or other similar uses where children regularly gather.

2. Vape Shops shall not be located within one-thousand five hundred (1500) feet, measured property line to property line, from another Vape Shop.

3. Vape Shops that are legally existing on the effective date of the enacting ordinance codified in this section may continue to operate as nonconforming uses and shall not be required to obtain a conditional use permit. However, any change or expansion of the nonconforming use shall require compliance with this section and a conditional use permit.

GAME OF SKILL PARLOR

A Game of Skill Parlor shall require a conditional use permit. Standards to operate a Game of Skill Parlor shall be as follows:

1. Game of Skill Parlors shall not be located within five hundred (500) feet, measured property line to property line, from a school (public or private), family day care home, child care facility, youth center, community center, recreational facility, park, church, religious institution, hospital, or other similar uses where children regularly gather.

2. Game of Skill Parlors shall not be located within one-thousand five hundred (1500 feet, measured property line to property line, from another Game of Skill Parlor.

3. Game of Skill Parlors that are legally existing on the effective date of the enacting ordinance codified in this section may continue to operate as nonconforming uses and shall not be required to obtain a conditional use permit. However, any change or expansion of the nonconforming use shall require compliance with this section and a conditional use permit.

TATTOO STUDIO

A Tattoo Studio shall require a conditional use permit. Standards to operate a Tattoo Studio shall be as follows:

1. Tattoo Studios shall not be located within five hundred (500) feet, measured property line to property line, from a school (public or private), family day care home, child care facility, youth center, community center, recreational facility, park, church, religious institution, hospital, or other similar uses where children regularly gather.

2. Tattoo Studios shall not be located within one thousand five hundred (1500 feet, measured property line to property line, from another Tattoo Studio.

3. Tattoo Studios that are legally existing on the effective date of the enacting ordinance codified in this section may continue to operate as nonconforming uses and shall not be required to obtain a conditional use permit. However, any change or expansion of the nonconforming use shall require compliance with this section and a conditional use permit.

Section 5 of Proposed Ordinance

Section 3.320, “M-2: Medium Manufacturing”, of the Zoning Ordinance is revised by adding “Sexually Oriented Business” to the Uses Permitted Subject to Conditional Use Permit chart, to be inserted alphabetically.

Section 6 of Proposed Ordinance

Section 4.500, “General Description of Commercial Use Types,” of the Zoning Ordinance is revised by adding ”SEXUALLY ORIENTED BUSINESS” to be inserted alphabetically and to read as follows:

SEXUALLY ORIENTED BUSINESS

A Sexually Oriented Business shall require a conditional use permit. Standards to establish a Sexually Oriented Business shall be as follows:

1. Sexually Oriented Businesses location restrictions shall be subject to the restrictions identified within Chapter 26, Section 26-7 “Location Restrictions, Minimum Distance Requirements” of the City of Fredericksburg, Texas Code of Ordinances.

2. Sexually Oriented Businesses that are legally existing on the effective date of the enacting ordinance codified in this section may continue to operate as nonconforming uses and shall not be required to obtain a conditional use permit. However, any change or expansion of the nonconforming use shall require compliance with this section and a conditional use permit.

STAFF RECOMMENDATION:
NA

ATTACHMENTS:
1. Ordinance 2026-14 SOB, Vape, Tattoo With Legal Updates Final Draft For PZ

APPROVAL/REVIEW:



Date: March 24, 2026

Cliff Cross, Director of Development Services

ORDINANCE NO. 2 0 2 6 - 14

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS, AMENDING APPENDIX B, "ZONING ORDINANCE," OF THE FREDERICKSBURG MUNICIPAL CODE BY AMENDING SECTION 2.100 (DEFINITIONS), SECTION 3.210 (C-2: COMMERCIAL), SECTION 3.320 (M-2: MEDIUM MANUFACTURING) AND SECTION 4.500 (GENERAL DESCRIPTION OF COMMERCIAL USE TYPES); TO AMEND THE DEFINITION AND GENERAL DESCRIPTION OF COMMERCIAL USE TYPES FOR SEXUALLY ORIENTED BUSINESSES, VAPE SHOPS, GAME OF SKILL PARLORS AND TATTOO STUDIOS AND TO FURTHER AMEND THE PERMITTED AND CONDITIONAL USES FOR THEIR ESTABLISHMENT WITHIN THE C-2: COMMERCIAL AND M-2 MEDIUM MANUFACTURING DISTRICTS IN THE CITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Fredericksburg, Texas (the "City"), is a home rule municipality acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City previously adopted the Zoning Ordinance, as codified in Appendix B of the Fredericksburg Municipal Code (the "Code"), (the "Zoning Ordinance"), which regulates and restricts the location and use of buildings, structures, and land for trade; industry; residence; and other purposes, and provides for the establishment of zoning districts of such number, shape, and area as may be best suited to carry out these regulations; and

WHEREAS, an application for a text amendment of the Zoning Ordinance, related to the definition of and establishment of Sexually Oriented Businesses, Vape Shops, Game of Skill Parlors and Tattoo Studios within identified zoning districts in the City, has been initiated by motion of the Planning and Zoning Commission; and

WHEREAS, the City Council desires to amend the Zoning Ordinance to provide regulations for Sexually Oriented Businesses, Vape Sops, Game of Skill Parlors and Tattoo Studios; and

WHEREAS, the regulation of Sexually Oriented Businesses, Vape Shops, Game of Skill Parlors and Tattoo Studios is necessary and in the interests of the public health, safety, and general welfare because there is a substantial likelihood of the establishment and operation of Sexually Oriented Businesses, Vape Shops and Tattoo Studios in the City; and

WHEREAS, the expansion of these businesses in the City could result in undesirable impacts to the community, including a negative impact on the health and wellbeing of the City's youth; and

WHEREAS, this Ordinance contains regulations consistent with good zoning and planning practices to address such negative impacts of Sexually Oriented Businesses, Vape Shops, Game of Skill Parlors and Tattoo Studios while providing a reasonable number of locations and zones for such businesses to locate within the City; and

DRAFT

WHEREAS, after public notices were given in compliance with State law and public hearings were conducted, and after considering the information submitted at those public hearings and all other relevant information and materials, the Planning and Zoning Commission of the City has recommended to the City Council the adoption of the amendment to the Zoning Ordinance as set forth in this Ordinance; and

WHEREAS, after complying with all legal notices, requirements, and conditions, a public hearing was held before the City Council at which the City Council considered the recommendation of the Planning and Zoning Commission, and among other things, the necessity for orderly and appropriate regulations of the use of land and the erection of structures thereon, and having considered the proposed amendment to the Zoning Ordinance and the appropriateness of the amendment, the City Council does hereby find that the amendment to the Zoning Ordinance approved hereby accomplishes such objectives.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS THAT:

SECTION 1.

All the above premises are true and correct of the City Council, and they are hereby approved, ratified, and incorporated herein this Ordinance.

SECTION 2.

Section 2.100, "Definitions," of the Zoning Ordinance is amended by adding the following definitions to be listed alphabetically and to read follows:

"CBD"

Cannabidiol in the form of a consumable hemp product, as that term is defined in Section 443.001 of the Texas Health and Safety Code, that may be lawfully sold in accordance with state and federal laws.

E-CIGARETTE

The term as defined in Tex. Health & Safety Code §161.081(1-a).

GAME OF SKILL PARLOR

An establishment primarily engaged in providing entertainment regarding devices and other activities in which players could earn credits above and beyond those played based on skill and chance plays no part in the award of a prize.

DRAFT

SEXUALLY ORIENTED BUSINESS

An adult arcade, adult bookstore, adult video store, adult cabaret, adult motel, or adult motion picture theater, as those terms are defined in Chapter 26 "Sexually Oriented Businesses" of the Code of Ordinances for the City of Fredericksburg, Texas.

SMOKE/TOBACCO/CBD/CED STORE

Any premises dedicated to the display, sale, distribution, delivery, offering, furnishing, or marketing of tobacco, tobacco products, tobacco paraphernalia, or CBD/CED or hemp-derived products, except:

(1) a pharmacy selling FDA approved cannabis and cannabis-derived products; and

(2) any grocery store, supermarket, convenience store or similar retail use that sells conventional cigars, cigarettes, tobacco, or CBD/CED or hemp-derived products as an ancillary sale, meaning the store uses for the display, sale, distribution, delivery, offering, furnishing, or marketing of conventional cigars, cigarettes, tobacco or CBD/CED or hemp product, (i) no more than two percent (2%) or two-hundred (200) square feet of its gross floor area (whichever is less), or (ii) for a retail store consisting of two-hundred and fifty (250) square feet or less, no more than five (5) square feet.

TATTOO STUDIO

Establishments engaged in producing indelible marks or figures on the human body through tattooing, permanent cosmetics or scarification or inserting pigments under the skin using needles, scalpels or other related equipment and licensed by the Texas Department of Licensing and Regulation (TDLR). This also includes establishments creating an opening in a person's body, other than the earlobe, to insert jewelry or another decoration or implants.

TOBACCO

Any preparation of the nicotine-rich leaves of the tobacco plant, which are cured by a process of drying and fermentation for use in smoking, chewing, absorbing, dissolving, inhaling, snorting, sniffing, or ingesting by any other means into the body.

TOBACCO PARAPHERNALIA

Any paraphernalia, equipment, device, or instrument that is primarily designed or manufactured for smoking, chewing, absorbing, dissolving, inhaling, snorting, sniffing, or ingesting by any other means into the body of tobacco, tobacco products, or other controlled substances as defined in the Tex. Health and Safety Code. Items or devices classified as tobacco paraphernalia include but are not limited to the following: pipes, punctured metal bowls, bongs, water bongs, electric pipes, e-cigarettes, e-cigarette juice, buzz bombs, vaporizers, hookahs, and devices for holding burning material. Lighters and matches shall be excluded from the definition of tobacco paraphernalia.

DRAFT

TOBACCO PRODUCT

Any product in leaf, flake, plug, liquid, or any other form, containing nicotine derived from the tobacco plant, or otherwise derived, which is intended to enable human consumption of the tobacco or nicotine in the product, whether smoked, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means. For the purposes of this chapter, the term "tobacco product" excludes any product that has been specifically approved by the United States Food and Drug Administration (FDA) for sale as a tobacco/smoking cessation product or for other medical purposes, where such product is marketed and sold solely for such an approved purpose.

VAPE SHOP

Establishments primarily engaged in providing services and defined as a "Smoke/Tobacco/CBD/CED Store" or "Vapor Smoking Services" establishment per the City of Fredericksburg, Texas Zoning Ordinance.

VAPOR SMOKING SERVICES

A retail use that provides vapor smoking services onsite.

SECTION 3.

Section 3.210, "C-2: Commercial", of the Zoning Ordinance is revised by adding "Vape Shop", "Game of Skill Parlor" and "Tattoo Studio" to the Uses Permitted Subject to Conditional Use Permit chart, to be inserted alphabetically.

SECTION 4.

Section 4.500, "General Description of Commercial Use Types," of the Zoning Ordinance is revised by adding "VAPE SHOP," GAME OF SKILL PARLOR" and "TATTOO STUDIO" to be inserted alphabetically and to read as follows:

VAPE SHOP

A Vape Shop shall require a conditional use permit. Standards to operate a Vape Shop shall be as follows:

1) Vape Shops shall not be located within five hundred (500) feet, measured property line to property line, from a school (public or private), family day care home, child care facility, youth center, community center, recreational facility, park, church, religious institution, hospital, or other similar uses where children regularly gather.

2) Vape Shops shall not be located within one-thousand five hundred (1500) feet, measured property line to property line, from another Vape Shop.

DRAFT

3) Vape Shops that are legally existing on the effective date of the enacting ordinance codified in this section may continue to operate as nonconforming uses and shall not be required to obtain a conditional use permit. However, any change or expansion of the nonconforming use shall require compliance with this section and a conditional use permit.

GAME OF SKILL PARLOR

A Game of Skill Parlor shall require a conditional use permit. Standards to operate a Game of Skill Parlor shall be as follows:

1) Game of Skill Parlors shall not be located within five hundred (500) feet, measured property line to property line, from a school (public or private), family day care home, child care facility, youth center, community center, recreational facility, park, church, religious institution, hospital, or other similar uses where children regularly gather.

2) Game of Skill Parlors shall not be located within one-thousand five hundred (1500 feet, measured property line to property line, from another Game of Skill Parlor.

3) Game of Skill Parlors that are legally existing on the effective date of the enacting ordinance codified in this section may continue to operate as nonconforming uses and shall not be required to obtain a conditional use permit. However, any change or expansion of the nonconforming use shall require compliance with this section and a conditional use permit.

TATTOO STUDIO

A Tattoo Studio shall require a conditional use permit. Standards to operate a Tattoo Studio shall be as follows:

1) Tattoo Studios shall not be located within five hundred (500) feet, measured property line to property line, from a school (public or private), family day care home, child care facility, youth center, community center, recreational facility, park, church, religious institution, hospital, or other similar uses where children regularly gather.

2) Tattoo Studios shall not be located within one thousand five hundred (1500 feet, measured property line to property line, from another Tattoo Studio.

3) Tattoo Studios that are legally existing on the effective date of the enacting ordinance codified in this section may continue to operate as nonconforming uses and shall not be required to obtain a conditional use permit. However, any change or expansion of the nonconforming use shall require compliance with this section and a conditional use permit.

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SECTION 5.

Section 3.320, “M-2: Medium Manufacturing”, of the Zoning Ordinance is revised by adding “Sexually Oriented Business” to the Uses Permitted Subject to Conditional Use Permit chart, to be inserted alphabetically.

SECTION 6.

Section 4.500, “General Description of Commercial Use Types,” of the Zoning Ordinance is revised by adding ”SEXUALLY ORIENTED BUSINESS” to be inserted alphabetically and to read as follows:

SEXUALLY ORIENTED BUSINESS

A Sexually Oriented Business shall require a conditional use permit. Standards to establish a Sexually Oriented Business shall be as follows:

1) Sexually Oriented Businesses location restrictions shall be subject to the restrictions identified within Chapter 26, Section 26-7 “Location Restrictions, Minimum Distance Requirements” of the City of Fredericksburg, Texas Code of Ordinances.

2) Sexually Oriented Businesses that are legally existing on the effective date of the enacting ordinance codified in this section may continue to operate as nonconforming uses and shall not be required to obtain a conditional use permit. However, any change or expansion of the nonconforming use shall require compliance with this section and a conditional use permit.

SECTION 7.

All rights and remedies of the City are expressly saved as to any and all violations of the provisions of the Fredericksburg Municipal Code, as amended, or accrued at the time of the effective date of this Ordinance; and as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance, but may be prosecuted until final disposition by the courts.

SECTION 8.

This Ordinance shall be cumulative of all provisions of ordinances and of the Fredericksburg Municipal Code, as amended, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 9.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid

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judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 10.

Any person, firm, corporation, or entity violating this Ordinance or any provision of the City's Zoning Ordinance, as it exists or may be amended, shall be deemed guilty of a misdemeanor, and upon conviction thereof, shall be fined a sum not exceeding Two Thousand Dollars ($2,000.00). Each continuing days' violation under this Ordinance shall constitute a separate offense. The penal provisions imposed under this Ordinance shall not preclude the City from filing suit to enjoin the violation. The City retains all legal rights and remedies available to it pursuant to local, state, and federal law.

SECTION 11.

The City Secretary is hereby directed to publish in the official newspaper of the City the caption and penalty clause of this Ordinance as provided by the City's Charter.

SECTION 12.

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so Ordained.

PASSED AND APPROVED on this the 7th day of April 2026.

_____
Jeryl Hoover, Mayor
City of Fredericksburg, Texas

ATTEST:

_____
Letty Vacek, City Secretary

APPROVED AS TO FORM:

_____
Mick McKamie, City Attorney

DRAFT

PLANNING AND ZONING COMMISSION AGENDA MEMO

DEPARTMENT: Development Services
TO: Planning and Zoning Commission
FROM: Cliff Cross, Director of Development Services
MEETING DATE: April 1, 2026 **SECTION:** PUBLIC HEARING **ITEM:** B.

CAPTION: **Request Z-2604:** Proposed text amendment regarding Multiple Family Residential Uses within the C-1 Neighborhood Commercial District. The proposed text amendments are for Section 3.200 (C-1: Neighborhood Commercial) district.

i Presentation by the Staff
ii Hold Public Hearing
iii Take Action on proposed text amendment

SUMMARY:

Staff is proposing a text amendment to the provisions regulating the establishment of Multiple Family Uses within the C1, Neighborhood Commercial District. The proposed amendment pertains to **section 3.200** regulating the permitted and conditional use establishment of Multiple Family Uses within the C1, Neighborhood Commercial district is as follows:

BACKGROUND:

The proposed amendments are identified within the following sections of the proposed ordinance.

Section 2 of Proposed Ordinance

Section 3.200, “C-1: Neighborhood Commercial”, of the Zoning Ordinance is revised by deleting “Multiple-Family Residential (Section 3.110)” from the Principal Permitted Uses chart and adding “Multiple-Family Residential (Section 3.110)” to the Uses Permitted Subject to Conditional Use Permit chart, to be inserted alphabetically.

STAFF RECOMMENDATION:

NA

ATTACHMENTS:

1. Ordinance 2026-15 MultiFamily Use In C-1 With Final Legal Draft For PZ

APPROVAL/REVIEW:



Cliff Cross, Director of Development Services

Date: March 24, 2026

ORDINANCE NO. 2 0 2 6 - 15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS, AMENDING APPENDIX B, "ZONING ORDINANCE," OF THE FREDERICKSBURG MUNICIPAL CODE BY AMENDING SECTION 3.200 (C-1: NEIGHBORHOOD COMMERCIAL) TO AMEND THE PERMITTED AND CONDITIONAL USES FOR THE ESTABLISHMENT OF MULTIPLE FAMILY RESIDENTIAL USES WITHIN THE C-1 NEIGHBORHOOD COMMERCIAL DISTRICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Fredericksburg, Texas (the "City"), is a home rule municipality acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City previously adopted the Zoning Ordinance, as codified in Appendix B of the Fredericksburg Municipal Code (the "Code"), (the "Zoning Ordinance"), which regulates and restricts the location and use of buildings, structures, and land for trade; industry; residence; and other purposes, and provides for the establishment of zoning districts and regulations to administer the provisions of the zoning code; and

WHEREAS, an application for a text amendment of the Zoning Ordinance, related to the establishment of Multiple Family Residences within the C-1 (Neighborhood Commercial) district in the City, has been initiated by motion of the Planning and Zoning Commission; and

WHEREAS, C-1 (Neighborhood Commercial) zoning district properties are traditionally located within close proximity to and serve as a transitional zoning classification for less intense residentially zoned properties and districts; and

WHEREAS, the City Council desires to amend the Zoning Ordinance to provide regulations for public hearing consideration for the establishment of Multiple Family Residential Developments within the C-1 (Neighborhood Commercial) district due to the proximity of this underlying zoning district to less intense residentially zoned properties throughout the city; and

WHEREAS, this Ordinance contains regulations consistent with good zoning and planning practices to address potential negative impacts of higher density residential developments on less intense lower density residential properties while providing a reasonable public hearing process for consideration by the Planning and Zoning Commission and City Council; and

WHEREAS, after public notices were given in compliance with State law and public hearings were conducted, and after considering the information submitted at those public hearings and all other relevant information and materials, the Planning and Zoning Commission of the City has recommended to the City Council the adoption of the amendment to the Zoning Ordinance as set forth in this Ordinance; and

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WHEREAS, after complying with all legal notices, requirements, and conditions, a public hearing was held before the City Council at which the City Council considered the recommendation of the Planning and Zoning Commission, and among other things, the necessity for orderly and appropriate regulations of the use of land and the erection of structures thereon, and having considered the proposed amendment to the Zoning Ordinance and the appropriateness of the amendment, the City Council does hereby find that the amendment to the Zoning Ordinance approved hereby accomplishes such objectives.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS THAT:

SECTION 1.

All the above premises are true and correct of the City Council, and they are hereby approved, ratified, and incorporated herein this Ordinance.

SECTION 2.

Section 3.200, "C-1: Neighborhood Commercial", of the Zoning Ordinance is revised by deleting "Multiple-Family Residential (Section 3.110)" from the Principal Permitted Uses chart and adding "Multiple-Family Residential (Section 3.110)" to the Uses Permitted Subject to Conditional Use Permit chart, to be inserted alphabetically.

SECTION 3.

All rights and remedies of the City are expressly saved as to any and all violations of the provisions of the Fredericksburg Municipal Code, as amended, or accrued at the time of the effective date of this Ordinance; and as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance, but may be prosecuted until final disposition by the courts.

SECTION 4.

This Ordinance shall be cumulative of all provisions of ordinances and of the Fredericksburg Municipal Code, as amended, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 5.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

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SECTION 6.

Any person, firm, corporation, or entity violating this Ordinance or any provision of the City's Zoning Ordinance, as it exists or may be amended, shall be deemed guilty of a misdemeanor, and upon conviction thereof, shall be fined a sum not exceeding Two Thousand Dollars ($2,000.00). Each continuing day's violation under this Ordinance shall constitute a separate offense. The penal provisions imposed under this Ordinance shall not preclude the City from filing suit to enjoin the violation. The City retains all legal rights and remedies available to it pursuant to local, state, and federal law.

SECTION 7.

The City Secretary is hereby directed to publish in the official newspaper of the City, the caption and penalty clause of this Ordinance as provided by the City's Charter.

SECTION 8.

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so Ordained.

PASSED AND APPROVED on this the 7th day of April 2026.

_____
Jeryl Hoover, Mayor
City of Fredericksburg, Texas

ATTEST:

_____
Letty Vacek, City Secretary

APPROVED AS TO FORM:

_____
Mick McKamie, City Attorney

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PLANNING AND ZONING COMMISSION AGENDA MEMO

DEPARTMENT: Development Services
TO: Planning and Zoning Commission
FROM: Cliff Cross, Director of Development Services
MEETING DATE: April 1, 2026 **SECTION:** PUBLIC HEARING **ITEM:** C.

CAPTION: **Request Z-2605:** By Century 21, The Hills Realty to consider a Conditional Use Permit (CUP) per Section 3.510 to Establish and Operate a Standardized Business in the Historic Shopping District Overlay for the property commonly known as 408 W. Main Street.

i Presentation by the Applicant
ii Presentation by the Staff
iii Hold Public Hearing
iv Take Action on the Conditional Use Permit

SUMMARY:

A Conditional Use Permit Application has been submitted to operate a Standardized Business, which is a business that operates 10 or more stores/banks with standardized features, in the Historic Shopping District by Century 21, The Hills Realty for the property located at 408 W Main Street. The building consists of a single-story, multi-suite commercial property (408-410 W. Main St) containing an existing 6,394 sq ft building on an approximate 19,602 (.45-acre) tract. The 408 W. Main address is identified to account for roughly 12,500 square feet of the property. The property has access to approximately 13,000 square feet of paved on-site parking. The business is looking to be located within the 408 W. Main suite.

The 400 Block of West Main contains several businesses, such as Mar Silver Jewelry, Schatze Haus, Bookkeeping & Tax Solutions and Jolly's Haus Bed & Breakfast. The properties on the south side of Main Street contain a series of auto-oriented businesses. The establishment of the real estate office does not appear that it would detract from other business operations.

Sec. 3.510, The Historic Shopping District Overlay, allows Standardized Businesses the opportunity to request a Conditional Use Permit with the ideal user adding diversity to existing businesses, not in proximity to other, similar retailers and would not alter the general characteristics of the surrounding area.

Zoning: CBD, Central Business District **Sec. 3.220**
Historic District Shopping District Overlay **Sec. 3.510**

Site Area: Roughly 12,500 Sq Ft at 408 W. Main

Notice of Public Hearing Response: As part of the Public Hearing process, Staff must notify property owners that own property within 200 ft of the subject property. As of March 25, 2026 no responses have been received.

BACKGROUND:

Sec. 5.461 - Review and Evaluation Criteria for Historic Shopping District

The Planning and Zoning Commission and City Council shall review and evaluate Conditional Use Permits applications for all Standardized Businesses within the Historic Shopping District using the following criteria:

(A) Affirmative finding that the existence of such businesses will not:
1 Materially alter the general characteristic of the surrounding area of the small town German and Hill Country environment;
2 Detract from the uniqueness of, nor materially alter the identity of, the Historic Shopping District
3 Contribute to the nationwide trend of standardized offerings; or
4 Impair the intent of this ordinance ro the comprehensive plan of the City; and

(B) Affirmative finding that the business will;
1 Add diversity to the mix of businesses in the area including type of service, amusement, product, price range and the like; and
2 Complement those businesses already in the Historic Shopping District; and
3 Help promote and foster the local economic base as a whole; or
4 Is currently existing in the District or is regionally or locally based or is serving a community need or local demand; and

(C) The Planning and Zoning Commission may recommend and the City Council shall require that a Standardized Business;
1 Will not utilize or contain the features or attributes of a Standardized Business as defined above except the service, product or amusement and a sign, no more than two square feet in size showing the franchise or business affiliation, if desired;
2 Be pedestrian oriented as opposed to automobile oriented, to encourage walking in the HSD:
3 Utilize a unique visual appearance that reflects or compliments the Historic character of the HSD, and not project a visual appearance that is homogeneous with its elements in other communities; and
4 Not be in such close proximity to Standardized Businesses to significantly destroy a mix of standardized businesses with other businesses.

(D) The Planning and Zoning Commission may recommend and the Council may place other reasonable conditions upon the granting of the application which may not be specifically set out herein provided that such conditions promote the goals of this ordinance. It is specifically permitted that the City Council may place restrictions upon the operation of the business, such as hours of operation to conform generally with other businesses in the area or the requirement of the addition of architectural features to maintain the character and architectural look of the area.

(E) The burden of proof in conditional use proceedings shall be upon the applicant. The Council may require the applicant to submit a traffic study, prepared by a Registered Professional Engineer, approved by the Board, or to submit any other reasonable substantiation of the elements of the application.

(F) The fact that a use may be more profitable or that a structure may be more valuable if the conditional use granted shall not be grounds for issuance of the permit.

Although, each individual office is independently operated, Century 21 is an established relator trademark. This specific individual agency is looking to relocate their office back to their previous location at 408 W. Main Street. The original office operated at the site until approximately 2019 and the re-establishment of the office, at the site, does not appear to compromise the general characteristics or offerings of the 400 block of West Main.

STAFF RECOMMENDATION:

Given that the use of the location was for the original relator office and that there appears to be no proposed increase in intensity or major changes to the building to make it look more standardized, staff recommends approval of the request as presented.

ATTACHMENTS:

1. 408 W Main Zoning
2. 408 W Main Notification Map
3. Century 21_Application_Redacted
4. Z-2605_century 21_Floor Plan
5. Ordinance 2026-16 CUP For 408 W. Main CUP Draft PZ

APPROVAL/REVIEW:



Date: March 24, 2026

Cliff Cross, Director of Development Services



LEGEND

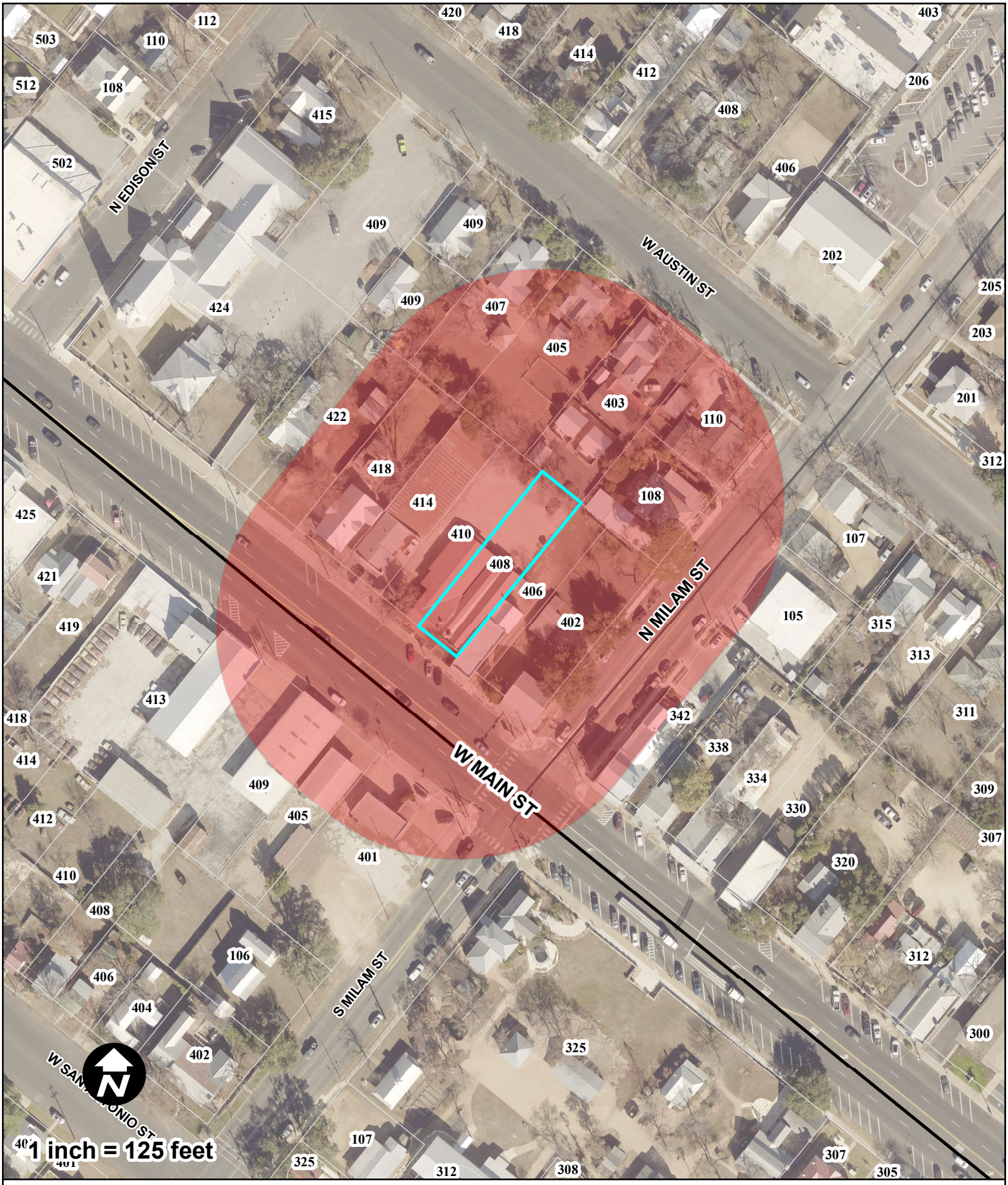
GCAD Parcels

Zoning

ZONED

- C1 - Neighborhood Commercial
- C1.5 - Medium Commercial
- C2 - Commercial
- CBD - Central Business District
- M1 - Light Manufacturing
- M2 - Medium Manufacturing
- M3 - Industrial Park
- OS - Open Space
- PF - Public Facilities
- PUD - Planned Unit Development
- R1 - Single Family Residential
- R1A - Single Family Residential - Small Lot
- R2 - Mixed Residential
- R3 - Multi-Family Residential
- R4 - Manufactured Home Residential
- R5 - Patio Home Residential

City of Fredericksburg
Z-2605 - 408 W. Main Street



City of Fredericksburg
Z-2605 - 408 W. Main Street

LEGEND

200' Notification Buffer

GCAD Parcels

Zoning Application

City of Fredericksburg – Development Services Department

126 W. Main St, Fredericksburg, TX 78624

A. Project Information

Project Name: Century 21 The Hills, Dwight Oestreich

Project Address: 408 W. Main

Property Tax ID Numbers: 64633

B. Application Type: Appendix A – Fee Schedule

- ☐ Voluntary Annexation - $750.00
- ☒ Conditional Use Permit - $500.00
- ☐ Land Use Change - $300.00
- ☐ Zoning Change - $600.00
- ☐ Amendment to existing PUD - $500.00
- ☐ Creation of PUD - $750.00
- ☒ DRC Review Comments - $250

❖ *All applicants will be charged the following fees for the required Public Hearing notifications.*

- ☒ *Public Hearing Newspaper - $150.00*
- ☒ *Public Hearing 200 ft notification letter - $100.00*

C. Applicant/Owner Information - Property Owner

Owner Name: E. Dwight Oestreich

Owner Address: 204 W. Orchard, Flag

Owner Phone Number: [redacted]

Owner Email Address: [redacted]

D. Applicant

Applicant Name: _____

Applicant Address: _____

Applicant Phone Number: _____

Applicant Email Address: _____

Applicant's Signature

I hereby certify that the information supplied with this application is true and correct, and that the paper and electronic copies of the materials submitted are consistent with each other, to the best of my knowledge. I also certify, if I am not the owner, that I have authorization from the owner to act on his/her behalf.

Signature: [redacted]

Printed Name: E. Dwight Oestreich

Staff Use Only Application Number: Z2605 Date: 2/23/26

Check # 0967

IMPROVEMENT SKETCH AND SUBJECT PHOTOGRAPHS

SKETCH/AREA TABLE ADDENDUM

SUBJECT

Property Address

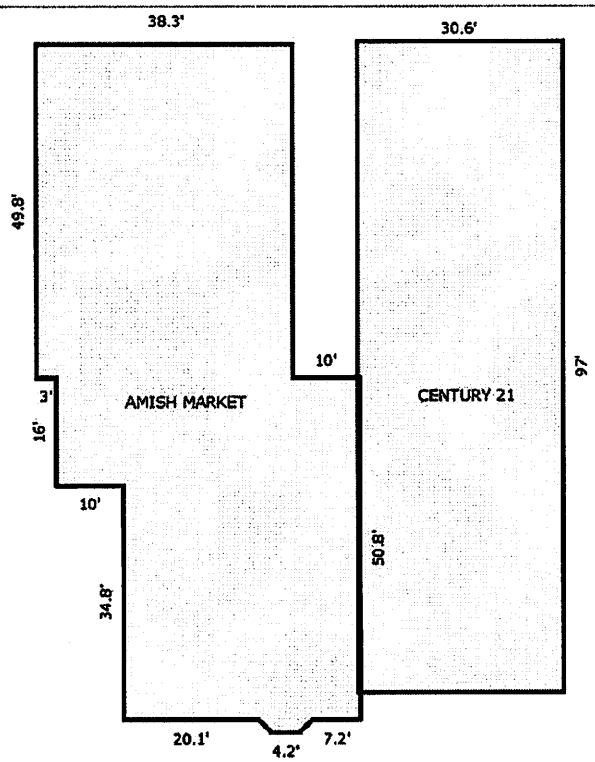
City | State | Zip

Borrower

Lender/Client

Appraiser Name

IMPROVEMENTS SKETCH



Scale: 1 = 20

AREA CALCULATIONS

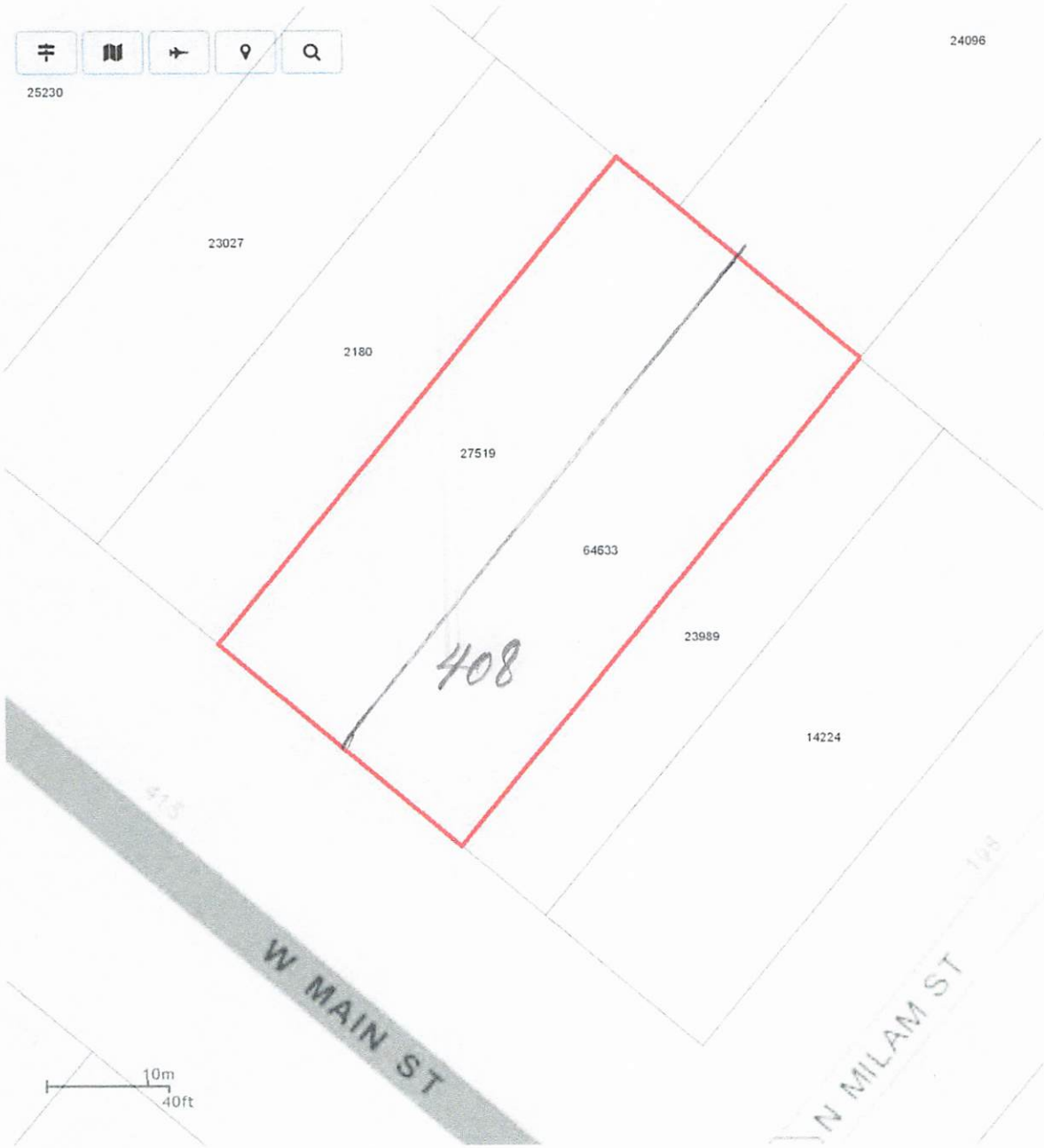
AREA CALCULATIONS SUMMARY

Code	Description	Net Size	Net Totals
GBA1	First Floor	3872.2	
	First Floor	2968.2	6840.4
Net BUILDING Area		(rounded)	6840

BUILDING AREA BREAKDOWN

Breakdown			Subtotals
First Floor			
0.5 x	1.9 x	1.9	1.8
	45.3 x	16.0	724.8
	34.8 x	35.3	1228.4
0.5 x	1.9 x	1.9	1.8
	4.2 x	1.9	8.0
	38.3 x	49.8	1907.3
	97.0 x	30.6	2968.2
7 Items		(rounded)	6840

APEX SOFTWARE 800.858-8358 Ap.7100 w Apex Medina


25230
24096
23027
2180
27519
64633
408
23989
14224
W MAIN ST
N MILAM ST
10m
40ft

N
Hwy 290
N Milam St
80ft

SUBJECT PHOTOGRAPHS



SUBJECT



FRONT DETAIL OF 408 W. MAIN OFFICE

Expanded display of ML# C12385



(This listing has additional photos.)

MLS#: C12385 **DOM:** 412
List Price: $325,000
Str#: 408
Dir:
Str/Road Nm: W. MAIN
Type Prop: Office, Retail Building, Restaurant, Bed & Breakfast
Area: C5 Cty-W.Main,N.MilamMorseNW
Area 2: Other Area-See Z:

Listing Off: CENTURY 21 SUNSET REALTORS (11)
Office Phone: 830-997-9591
Listing Agt: JOE BOLIN (27)
Agent Phone: 830-997-5381
Agent Email: dwo@fbg.net

Sbdv/Bsn	FREDERICKSBURG ADD			**County**	
City		**State**		**Zip Code**	0
LtSz/Acrg	50X200	**Zoning**	CBD	**Flood Zone**	NONE
Legal	FREDERICKSBURG ADD BLOCK 22 LOT 155 PT OFFICE				
Taxes	6216	**Tax Exmptions**	NONE	**Rental**	408
Apx SF Bld	REMARK	**Source**		**Est Age-GCAD**	1992
Use Nm Imprvmnts	DRESS SHOP, B&B			**# Units/Bldgs**	2
Loc/Drctns	MAIN STREET				
Remarks	2 BUILDINGS FOR THE PRICE OF ONE! 5 RM HOUSE OF CEMENT BLOCK, SALTILLO TILE,LOTS OF WINDOWS & FRENCH DOORS. CURRENT RETAIL BLDG. RENTS FOR $1000/MONTH. LOTS ON & OFFSTREET PARKING, PLUS BIG STORAGE BLDG.				
Itm Not in Sl					
Owner	DARRYL LEIFHEIT				
Sub Agt	3	**Buyer Agt**	3	**Var Rate**	**Excl Agy** **Refer MLS#**
Terms Fin	CASH			**Escrow Agt**	HILL COUNTRY TITLES
Attorney	TO BE DETERMINED			**Ofc Brk Lic#**	**Rltr.com** **CD**

Type of Property: Office, Retail Building, Restaurant, Bed & Breakfast
Size of Tract: City Lot
Construction: Stucco, Pioneer Stone, Historic Rock
Water Heater: Electric, Gas
Heating: Central Gas
Air Conditioning: Central Electric Heat Pump
Terms of Lease: Year To Year, Renewal Option
Utilities: City Water in Place, City Sewer, Telephone, Gas, City Electric
Easements: None Known
Topography: Level
Location: Inside Lot, City
Roof: Standing Seam
Foundation: Pier & Beam

Documents on File: Legal Description
Sale Includes: Building & Land
Parking Lot/Capacity: Off-Site Parking, On-Street Parking
Fence: Partially Fenced
Misc Search: Restroom-Private, Outside Storage, Handicap Access
Misc Search: Office Under 2500 SF, Retail Under 3000 SF, Business Opportunity
Access: US Highway, State Highway, City Street
Dist from City:
Possession: Closing/Funding
Showing Inst: Call LO Appointment, Key LO Occupied
Schools:
Area 2: Other Area-See Z:
Area: C5 Cty-W.Main,N.MilamMorseNW

Information Herein Deemed Reliable but Not Guaranteed

Gillespie CAD Property Search

Property Details

Account		
Property ID:	64633	**Geographic ID:** S0010-22-0
Type:	R	**Zoning:** CBD
Property Use:		**Condo:**
Location		
Situs Address:	408 W MAIN ST TX	
Map ID:	6	**Mapsco:**
Legal Description:	FBG ADDN BLK 22 LOT 155-PT	
Abstract/Subdivision:	S0010	
Neighborhood:	(WM400) MAIN STREET WEST 400 BLK	
Owner		
Owner ID:	23536	
Name:	OESTREICH, E DWIGHT & KAREN	
Agent:		
Mailing Address:	204 W ORCHARD FREDERICKSBURG, TX 78624	
% Ownership:	100.0%	
Exemptions:	For privacy reasons not all exemptions are shown online.	

Property Values

Improvement Homesite Value:	$0 (+)
Improvement Non-Homesite Value:	$568,110 (+)
Land Homesite Value:	$0 (+)
Land Non-Homesite Value:	$750,000 (+)
Agricultural Market Valuation:	$0 (+)
Market Value:	$1,318,110 (=)
Agricultural Value Loss:	$0 (-)
Appraised Value:	$1,318,110 (=)

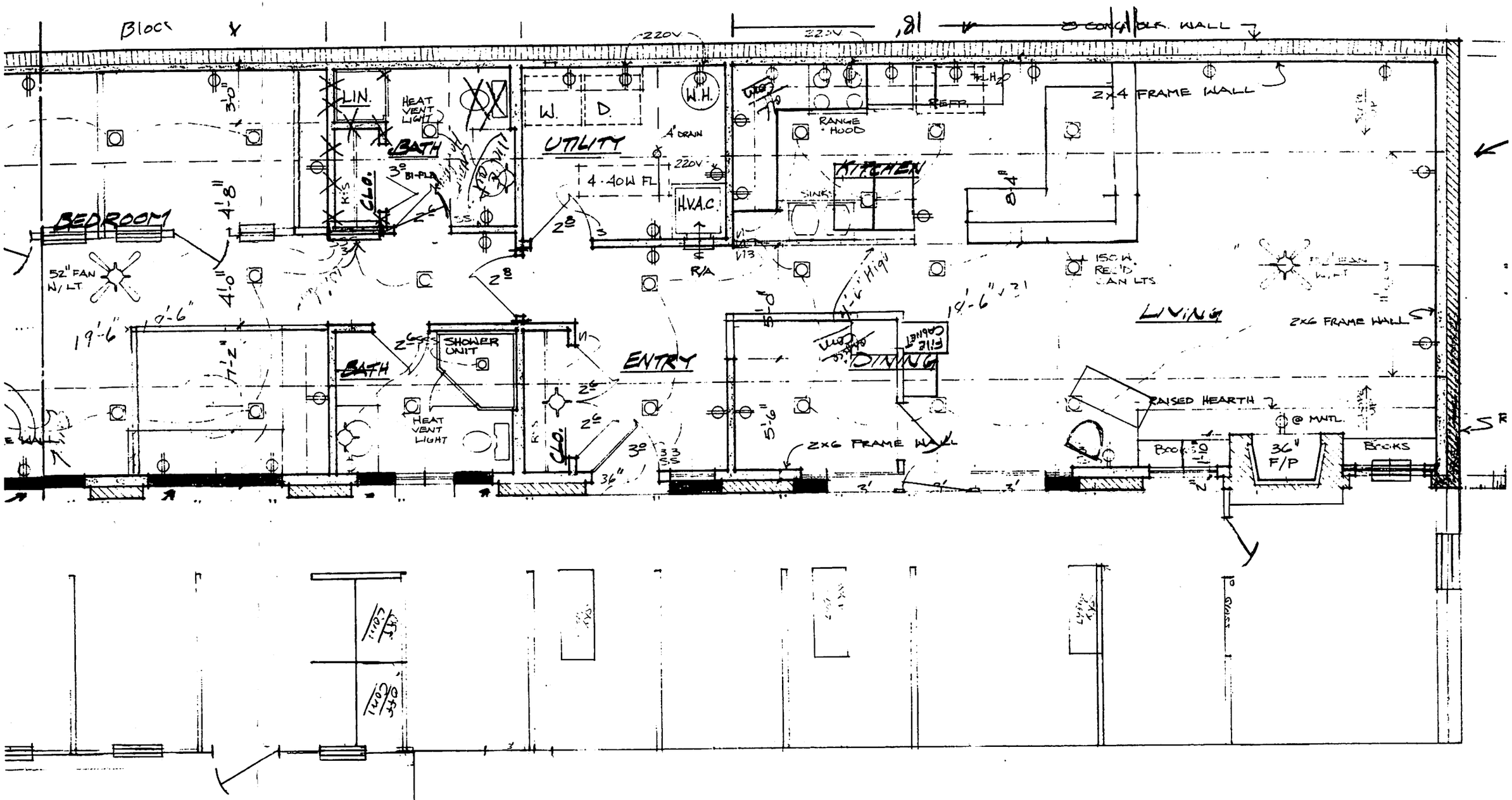
The proposed use of 408 W. Main Street is for operation of a Century 21 The Hills Real Estate office.

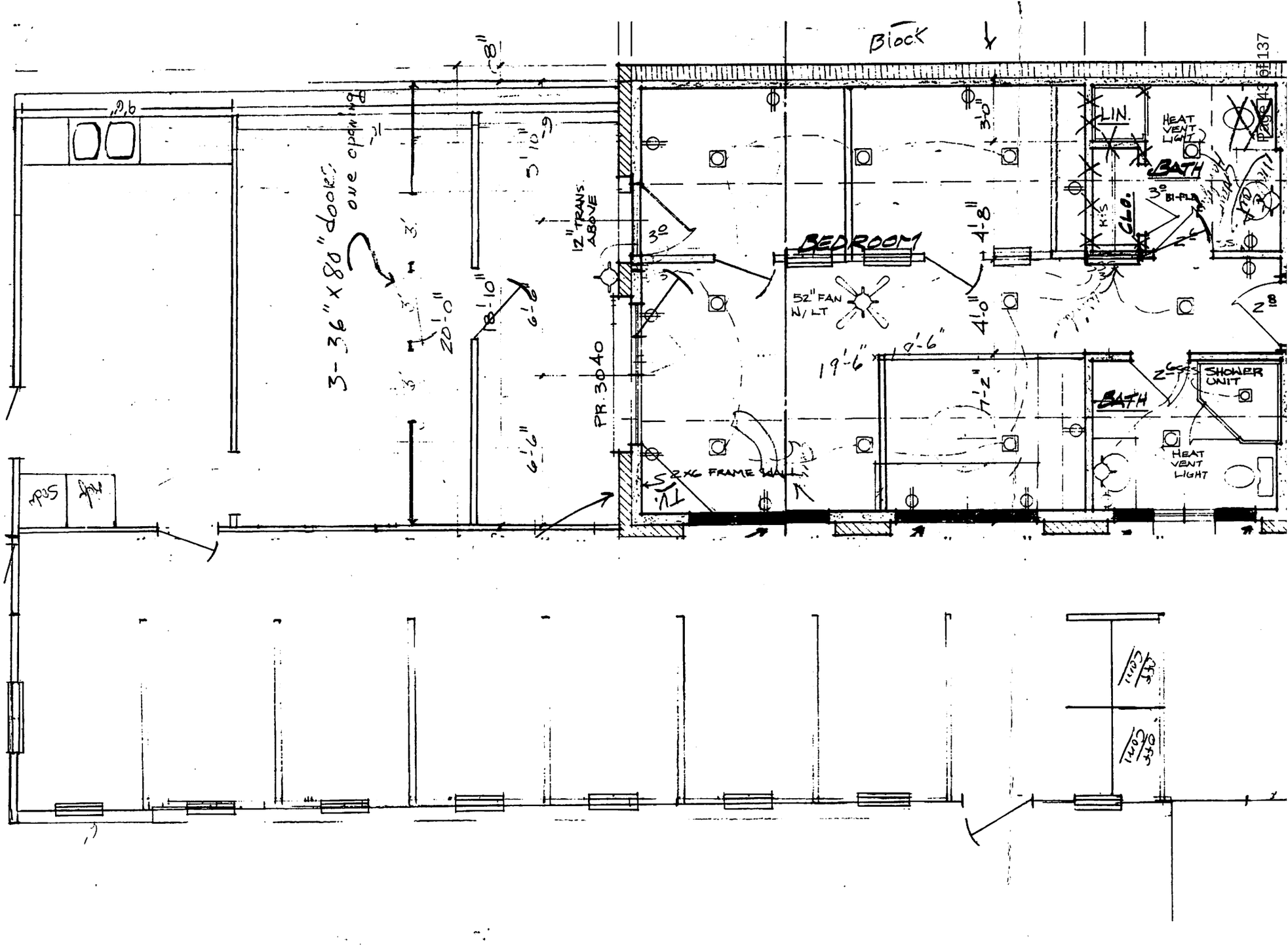
Century 21 has a long and well-established history at this location and within this immediate block of West Main Street. From 1984 to 1996, we operated a real estate office at 410 W. Main Street. In 1996, we relocated to 406 W. Main Street and continued operating as a Century 21 office.

In 2003, we purchased both 408 and 410 W. Main Street. Our office operated at 410 W. Main until 2006, at which time we moved to 408 W. Main and remained there continuously until 2017. The subsequent owner relocated the office to 605 N. Llano Street.

We are now seeking approval to resume operations as a Century 21 The Hills Real Estate office at 408 W. Main Street. For us, returning to this location represents a continuation of nearly four decades of professional service in this area. It is, quite simply, a return home.

We respectfully request approval of this Conditional Use Permit so that we may once again operate a professional real estate office at 408 W. Main Street and continue serving the community from this longstanding location.


Block
220V
220V
CONCRETE WALL
LIN.
HEAT VENT LIGHT
BATH
3° BI-FLD
CLO.
W.
D.
W.H.
UTILITY
4' DRAIN
220V
4-40W FL
H.V.A.C
R/A
RANGE HOOD
REFR.
SINKS
KITCHEN
2x4 FRAME WALL
8'4"
150 W. RECD. CAN LTS
BEDROOM
52" FAN W/LT
4'-8"
4'-0"
19'-6"
10'-6"
7'-2"
BATH
SHOWER UNIT
HEAT VENT LIGHT
ENTRY
CLO.
36"
19'-6"
5'-6"
2x6 FRAME WALL
DINING
File Cabinet
LIVING
2x6 FRAME WALL
RAISED HEARTH @ MANTL.
Books
36" F/P
Bricks
3'
3'
3'


Block
137
8"
2,6
3- 36"x80" doors one opening
3'
3'
3'
20'-0"
18'-10"
6'-8"
6'-6"
5'-10"
12" TRANS ABOVE
3°
PR. 3040
2x6 FRAME WALL
BEDROOM
52" FAN W/ LT
4'-8"
4'-0"
3'-0"
19'-6"
19'-6"
LIN.
HEAT VENT LIGHT
BATH
3° BI-FLD
CLO.
SHOWER UNIT
BATH
HEAT VENT LIGHT
7'-2"
2'-6"
2'-8"

ORDINANCE NO. 2 0 2 6 - 16

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS, AMENDING APPENDIX B, "ZONING ORDINANCE" OF THE FREDERICKSBURG MUNICIPAL CODE, AS AMENDED, BY GRANTING A CONDITIONAL USE PERMIT TO ESTABLISH AND OPERATE A STANDARDIZED BUSINESS IN THE HISTORIC SHOPPING DISTRICT AT CERTAIN PROPERTY LOCATED AT 408 W. MAIN STREET, FREDERICKSBURG, TEXAS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Fredericksburg, Texas (the "City"), is a home rule municipality acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, pursuant to Chapter 211 of the Local Government Code, the City has adopted a comprehensive zoning ordinance, certified as Appendix B of the Fredericksburg Municipal Code, and a comprehensive zoning map, regulating the location and use of buildings, other structures, and land for business, industrial, residential, or other purposes, and providing for a method to amend said ordinance and map for the purpose of promoting public health, safety, morals, and general welfare, all in accordance with a comprehensive plan; and

WHEREAS, in accordance with the Comprehensive Zoning Ordinance, the owner of the property referenced below has filed an application for a Conditional Use Permit to establish and operate a standardized business commonly known as "Century 21 The Hills"; and

WHEREAS, public hearings before the Planning and Zoning Commission and the City Council of the City of Fredericksburg have been duly noticed and held regarding such application, as required by the City of Fredericksburg Zoning Ordinance; and

WHEREAS, all requirements of law dealing with notice to other property owners, publication, and all procedural requirements have been complied with in accordance with the comprehensive zoning ordinance and Chapter 211 of the Local Government Code; and

WHEREAS, the City Council of the City does hereby deem it advisable and in the public interest to grant such conditional use permit on the terms and conditions described herein.

DRAFT

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS THAT:

Section 1.

The findings above are found to be true and correct and are incorporated herein.

Section 2.

Appendix B, "Zoning Ordinance," of the Fredericksburg Municipal Code, as amended, is hereby amendment to grant a Conditional Use Permit as shown and described below:

Applicant: Century 21 The Hills, Dwight Oestreich

Property Owner: E. Dwight Oestreich

Property Address: 408 W. Main Street, Fredericksburg, TX 78624

Legal Description:

FBG ADDN BLK 22 LOT 155-PT

Zoning Change: The property shall remain located in the CBD: Central Business District zoning district, and a Conditional Use Permit for a standardized business "Century 21 The Hills" is hereby granted subject to the terms and conditions provided herein

Section 3.

The zoning districts, boundaries, and uses as herein established have been made in accordance with the comprehensive plan for the purposes of promoting health, safety, morals, and general welfare of the community. They have been designed to lessen congestion in the streets; to secure safety from fire, panic, flood, and other dangers; to provide adequate light and air; to prevent overcrowding of land; to avoid undue concentration of population; and to facilitate the adequate provisions of transportation, water, sewerage, parks, and other public requirements. They have been made after a full and complete hearing with reasonable consideration among other things of the character of the district and its peculiar suitability for the particular uses and with a view of conserving the value of the buildings and encouraging the most appropriate use of land throughout the community.

DRAFT

Section 4.

The use of the property described herein shall be subject to all the applicable regulations contained in the Comprehensive Zoning Ordinance and all other applicable and pertinent ordinances of the City for the zoning district into which they have been assigned.

Section 5.

This Ordinance shall be cumulative of all other provisions of ordinances of the City of Fredericksburg Municipal Code, as amended, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such code, in which event the conflicting provisions of such ordinance and such code are hereby repealed.

Section 6.

Any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine in Section 1-6 of the Fredericksburg Municipal Code. Each day that a violation is permitted to exist shall constitute a separate offense. In addition, any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance may be subjected to such civil penalties as authorized by law.

Section 7.

All rights or remedies of the City are expressly saved as to any and all violations of Appendix B of the Fredericksburg Municipal Code, as amended, or any other ordinance affecting zoning and land use that have accrued at the time of the effective date of this Ordinance and as to such accrued violations and all pending litigation, both civil and criminal, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the Courts.

Section 8.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

DRAFT

Section 9.

The City Secretary of the City of Fredericksburg is hereby directed to publish in the official newspaper of the City the caption and penalty clause of this Ordinance as required by law.

Section 10.

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED on this the 7th day of April 2026.

_____
Jeryl Hoover, Mayor
City of Fredericksburg, Texas

ATTEST:

_____
Letty Vacek, City Secretary

APPROVED AS TO FORM:

_____
Mick McKamie, City Attorney

DRAFT

PLANNING AND ZONING COMMISSION AGENDA MEMO

DEPARTMENT: Development Services
TO: Planning and Zoning Commission
FROM: Cliff Cross, Director of Development Services
MEETING DATE: April 1, 2026 **SECTION:** PUBLIC HEARING **ITEM:** D.

CAPTION: **Request Z-2606:** By April Laird / Frisky Kitty Cafe LLC to consider a Conditional Use Permit (CUP) per Section 3.200 to Establish and Operate a "Restaurant - Limited" use for the property commonly known as 1209 E. Main Street.

i Presentation by the Applicant
ii Presentation by the Staff
iii Hold Public Hearing
iv Take Action on the Conditional Use Permit

SUMMARY:
A Conditional Use Permit (CUP) application has been submitted to establish and operate a "Restaurant - Limited" use within an existing 1 Story 1,600 square foot previously utilized office building at the property commonly known as 1209 E. Main Street. The proposed development would include a coffee shop with an accessory cat lounge that would be separated within an enclosed glass area and accessible by the patrons.

BACKGROUND: This application was reviewed for its conformity with relevant City Ordinances **Sec. 3.200**, Uses Subject to Conditional Use Permit and per **Sec. 5.460**, Review and Evaluation criteria for a Conditional Use Permit (CUP).

Site Area:12,196 Square Feet (.28 acres)

Zoning: C1, Neighborhood Commercial **Sec. 3.200**

Building Sq. Footage: 1,600 sq. SF

Parking: 20 Spaces

Uses Permitted Subject to Conditional Use Permit

The following uses may be permitted subject to a Conditional Use Permit as provided for in section 5.400.

Arts and Crafts
Automotive Washing
Building Maintenance Services
Business School

Business Support Services
Club or Lodge
Communication Services
Condominium Residential (section 7.610)
Consumer Repair Services
Convenience Storage
Convenience Store/Self Serve Gasoline
Duplex Residential
Food Sales
Guidance Services
Laundry Services
Limited Retail Sales
Liquor Sales
Personal Improvement Services
Pet Services
Restaurant - Limited
Single Family Residential (detached)- new construction or after cessation of use other than residential
Townhouse Residential Drive through Facilities Associated with any use

Sec. 5.460. Review and Evaluation Criteria.

The Planning and Zoning Commission and City Council shall review and evaluate Conditional Use Permit applications using the following criteria:

Conformance with applicable regulations and standards established by the Zoning Regulations.

Compatibility with existing or permitted uses on abutting sites, in terms of building height, bulk and scale, setbacks and open spaces, landscaping and site development, access and circulation features.

Potentially unfavorable affects or impacts on other existing or permitted uses on abutting sites, to the extent such impacts exceed those which reasonably may result from use of the site for a permitted use.

Modifications (including variance from property development regulations) to the site plan which would result in increased compatibility, would mitigate potentially unfavorable impacts, would be necessary to conform to applicable regulations and standards and would protect the public health, safety, morals and general welfare.

Safety and convenience of vehicular and pedestrian circulation in the vicinity, including traffic reasonably expected to be generated by the proposed use and other uses reasonable and anticipated in the area; existing zoning and land uses in the area.

Protection of persons and property from erosion, flood or water damage, fire, noise, glare and similar hazards and impacts.

Location, lighting, and type of signs; the relation of signs to traffic control and adverse effect of signs on adjacent properties.

Adequacy and convenience of off-street parking and loading facilities.

Determination that the proposed use is in accordance with the objectives of these Zoning Regulations and the purposes of the zone in which the site is located.

Determination that the proposed use will comply with each of the applicable provisions of these Zoning Regulations. Determination that the proposed use and site development, together with any modifications applicable thereto, will be compatible with existing or permitted uses in the vicinity.

Determination that any conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and to ensure compatibility of the proposed use with existing or permitted uses in the same district and the surrounding area.

Determination that the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity.

STAFF RECOMMENDATION:

Sec. 5.460, review and evaluation criteria for Conditional Use Permits (CUP) includes 13 items that must be considered when reviewing a CUP application. Of these 13 items, Staff finds that the applicant has met or responded to all the requirements.

The requested use, for the establishment of a limited restaurant use, is in keeping with existing uses on neighboring sites, throughout the area. In addition, the existing 1,600 square foot facility has approximately 20 on-site parking spaces that would accommodate approximately 80 patrons per Table 7.863 "Off-Street Parking".

Staff recommends approval of the Conditional Use Permit based upon confirmation of parking and occupancy.

ATTACHMENTS:

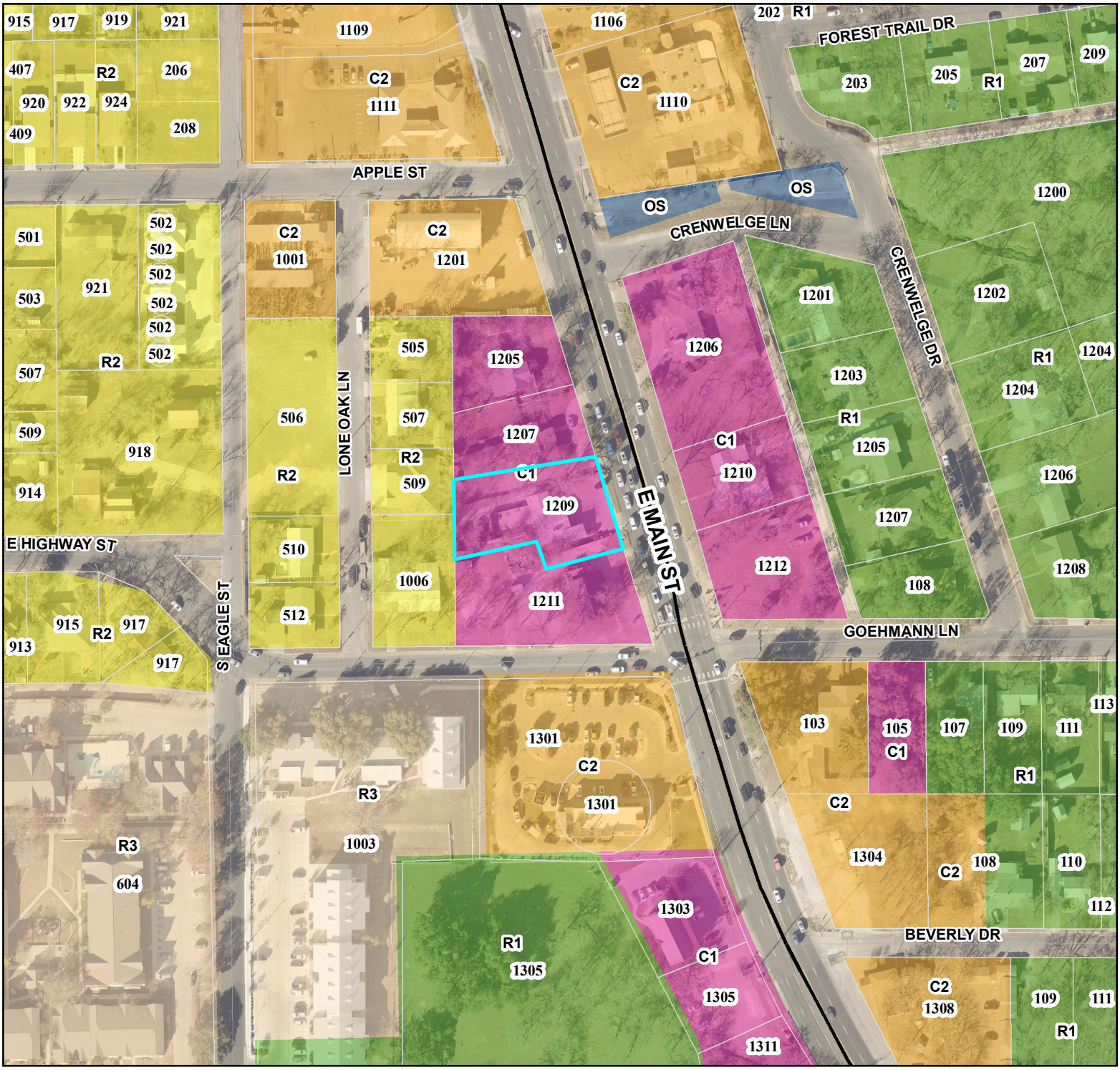
1. 1209 E Main Zoning Map
2. 1209 E Main Notification Map
3. Z-2606_NARRATIVE
4. Z-2606 - FLOOR PLAN
5. Z-2606 - PHOTO 2
6. Z-2606 - PHOTO 3
7. Z-2606 - PHOTO 4
8. Z-2606-PHOTO 5
9. Z-2606 - PHOTO 6
10. Z-2606 - 1209 E Main - CUP_Frisky Kitty Cafe_Redacted
11. Ordinance 2026-17 CUP For 1209 E. Main CUP Draft PZ

APPROVAL/REVIEW:



Date: March 24, 2026

Cliff Cross, Director of Development Services



GCAD Parcels

Zoning

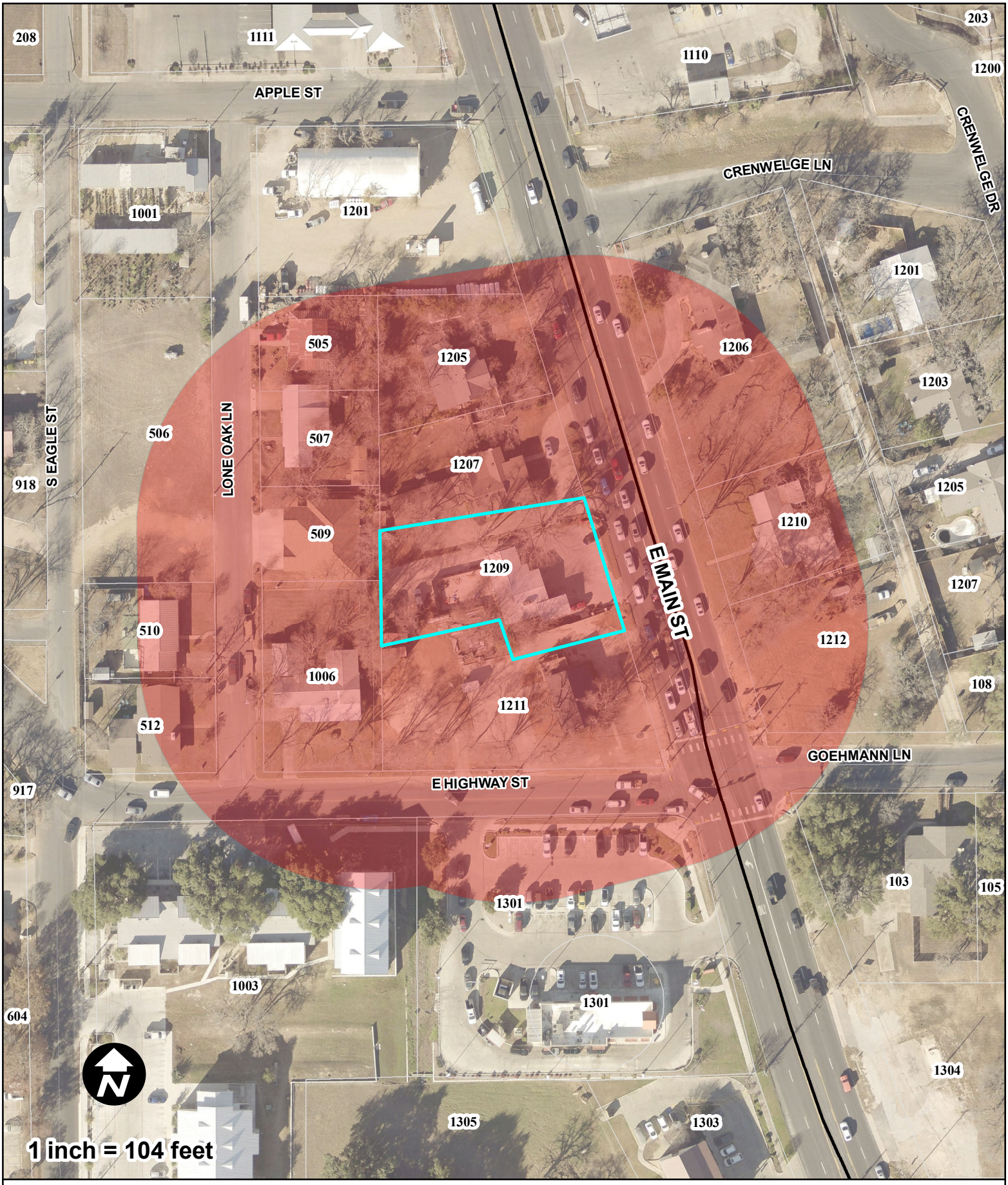
ZONED

- C1 - Neighborhood Commercial
- C1.5 - Medium Commercial
- C2 - Commercial
- CBD - Central Business District
- M1 - Light Manufacturing
- M2 - Medium Manufacturing
- M3 - Industrial Park
- OS - Open Space

LEGEND

- PF - Public Facilities
- PUD - Planned Unit Development
- R1 - Single Family Residential
- R1A - Single Family Residential - Small Lot
- R2 - Mixed Residential
- R3 - Multi-Family Residential
- R4 - Manufactured Home Residential
- R5 - Patio Home Residential

City of Fredericksburg
Z-2606 - 1209 E. Main Street



City of Fredericksburg
Z-2606 - 1209 E. Main Street

LEGEND

200' Notification Buffer

GCAD Parcels

Description of my business:
Cat cafes originated from Taiwan initially then Japan. The first one in the U.S. was opened in 2014. There are approximately 200 cat cafes across the nation now.

A cat cafe/lounge is a community builder while helping cats from the SPCA get adopted. There is usually a coffee shop with all kinds of hot and cold drinks and pastries. I plan to offer the drinks for sale, but I will do no cooking onsite. I have spoken with both Clear River and Pritzgers bakery and they will be baking the cookies and pastries to wholesale to me for resell.

My business will consist of a cat merch gift shop plus the coffee shop plus the cat lounge which is separated per health code in a separate glassed-in area that people can go in and play with the cats. This area is separated from the food area. The cats will not have access to the kitchen area.

My 11 year old daughter and I went to St. Augustine in November and discovered cat cafes. Since we can't have a cat at home due to a ferocious little Westie who hates cats, my daughter said she thought opening a cat cafe would be a great alternative. Some people who love cats aren't allowed to have pets at their rentals, or maybe a cat lover is living in a household with a family member with allergies. These are examples of people who would frequent our cafe, along with local children, elderly, and really all ages. Also being a tourist town like St. Augustine, I'm sure some tourists would stop in. Cats are therapy to many people, and I just know a cat cafe would be a great addition to east Main Street. A great thing for locals and tourists to do!!!

Floor Plan


21'3" x 11'4"
Hallway
4'10" x 11'0"
21'8" x 15'4"
8'6" x 13'9"
Half-Bath
7'6" x 8'3"
Half-Bath
28'3" x 13'5"
12'3" x 14'5"
Kitchen / Living Area
12'3" x 22'9"
E
W











C. Applicant/Owner Information - Property Owner

Owner Name: April Laird

Owner Address: [redacted]

Owner Phone Number: [redacted]

Owner Email Address: [redacted]

D. Applicant

Applicant Name: April Laird / Frisky Kitty Cat Cafe LLC

Applicant Address: as above

Applicant Phone Number: [redacted]

Applicant Email Address: [redacted]

Applicant's Signature

I hereby certify that the information supplied with this application is true and correct, and that the paper and electronic copies of the materials submitted are consistent with each other, to the best of my knowledge. I also certify, if I am not the owner, that I have authorization from the owner to act on his/her behalf.

Signature: April Laird

Printed Name: April Laird

Staff Use Only Application Number: Z-2606 Date: 2/24/20 [redacted]

Zoning Application

City of Fredericksburg – Development Services Department

126 W. Main St, Fredericksburg, TX 78624

A. Project Information

Project Name: Frisky Kitty Cat Cafe

Project Address: 1209 E. Main St, FBG

Property Tax ID Numbers: 20168

B. Application Type: Appendix A – Fee Schedule

- [ ] Voluntary Annexation - $750.00
- [X] Conditional Use Permit - $500.00
- [ ] Land Use Change - $300.00
- [ ] Zoning Change - $600.00
- [ ] Amendment to existing PUD - $500.00
- [ ] Creation of PUD - $750.00
- [ ] DRC Review Comments - $250

❖ *All applicants will be charged the following fees for the required Public Hearing notifications.*

- [X] *Public Hearing Newspaper - $150.00*
- [X] *Public Hearing 200 ft notification letter - $100.00*

ORDINANCE NO. 2026-17

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS, AMENDING APPENDIX B, "ZONING ORDINANCE" OF THE FREDERICKSBURG MUNICIPAL CODE, AS AMENDED, BY GRANTING A CONDITIONAL USE PERMIT TO ESTABLISH AND OPERATE A "RESTAURANT - LIMITED" USE AT CERTAIN PROPERTY LOCATED AT 1209 E. MAIN STREET, FREDERICKSBURG, TEXAS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Fredericksburg, Texas (the "City"), is a home rule municipality acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, pursuant to Chapter 211 of the Local Government Code, the City has adopted a comprehensive zoning ordinance, certified as Appendix B of the Fredericksburg Municipal Code, and a comprehensive zoning map, regulating the location and use of buildings, other structures, and land for business, industrial, residential, or other purposes, and providing for a method to amend said ordinance and map for the purpose of promoting public health, safety, morals, and general welfare, all in accordance with a comprehensive plan; and

WHEREAS, in accordance with the Comprehensive Zoning Ordinance, the owner of the property referenced below has filed an application for a Conditional Use Permit to establish and operate a "Restaurant - Limited" use; and

WHEREAS, public hearings before the Planning and Zoning Commission and the City Council of the City of Fredericksburg have been duly noticed and held regarding such application, as required by the City of Fredericksburg Zoning Ordinance; and

WHEREAS, all requirements of law dealing with notice to other property owners, publication, and all procedural requirements have been complied with in accordance with the comprehensive zoning ordinance and Chapter 211 of the Local Government Code; and

WHEREAS, the City Council of the City does hereby deem it advisable and in the public interest to grant such conditional use permit on the terms and conditions described herein.

DRAFT

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS THAT:

Section 1.

The findings above are found to be true and correct and are incorporated herein.

Section 2.

Appendix B, "Zoning Ordinance," of the Fredericksburg Municipal Code, as amended, is hereby amendment to grant a Conditional Use Permit as shown and described below:

Applicant: April Laird (Frisky Kitty Café LLC)

Property Owner: April Laird

Property Address: 1209 E. Main Street, Fredericksburg, TX 78624

Legal Description:

BORCHERS LOT 15-PT & 16-PT

Zoning Change: The property shall remain located in the C1: Neighborhood Commercial zoning district, and a Conditional Use Permit for a "Restaurant - Limited" use is hereby granted subject to the terms and conditions provided herein

Section 3.

The zoning districts, boundaries, and uses as herein established have been made in accordance with the comprehensive plan for the purposes of promoting health, safety, morals, and general welfare of the community. They have been designed to lessen congestion in the streets; to secure safety from fire, panic, flood, and other dangers; to provide adequate light and air; to prevent overcrowding of land; to avoid undue concentration of population; and to facilitate the adequate provisions of transportation, water, sewerage, parks, and other public requirements. They have been made after a full and complete hearing with reasonable consideration among other things of the character of the district and its peculiar suitability for the particular uses and with a view of conserving the value of the buildings and encouraging the most appropriate use of land throughout the community.

DRAFT

Section 4.

The use of the property described herein shall be subject to all the applicable regulations contained in the Comprehensive Zoning Ordinance and all other applicable and pertinent ordinances of the City for the zoning district into which they have been assigned.

Section 5.

This Ordinance shall be cumulative of all other provisions of ordinances of the City of Fredericksburg Municipal Code, as amended, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such code, in which event the conflicting provisions of such ordinance and such code are hereby repealed.

Section 6.

Any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine in Section 1-6 of the Fredericksburg Municipal Code. Each day that a violation is permitted to exist shall constitute a separate offense. In addition, any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance may be subjected to such civil penalties as authorized by law.

Section 7.

All rights or remedies of the City are expressly saved as to any and all violations of Appendix B of the Fredericksburg Municipal Code, as amended, or any other ordinance affecting zoning and land use that have accrued at the time of the effective date of this Ordinance and as to such accrued violations and all pending litigation, both civil and criminal, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the Courts.

Section 8.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

DRAFT

Section 9.

The City Secretary of the City of Fredericksburg is hereby directed to publish in the official newspaper of the City the caption and penalty clause of this Ordinance as required by law.

Section 10.

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED on this the 7th day of April 2026.

_____
Jeryl Hoover, Mayor
City of Fredericksburg, Texas

ATTEST:

_____
Letty Vacek, City Secretary

APPROVED AS TO FORM:

_____
Mick McKamie, City Attorney

DRAFT

PLANNING AND ZONING COMMISSION AGENDA MEMO

DEPARTMENT: Development Services
TO: Planning and Zoning Commission
FROM: Cliff Cross, Director of Development Services
MEETING DATE: April 1, 2026 **SECTION:** PUBLIC HEARING **ITEM:** E.

CAPTION: **Request Z-2607:** By Kevin Spraggins with VEI Engineering to consider a Conditional Use Permit (CUP) per Section 3.210 to allow a "Drive Though or Drive-In Facilities" for the property commonly known as 720 S. Adams Street.

i Presentation by the Applicant
ii Presentation by the Staff
iii Hold Public Hearing
iv Take Action on the Conditional Use Permit

SUMMARY:

A Conditional Use Permit (CUP) application has been submitted to allow a "drive-through" associated with a dry cleaning/laundry business on vacant property located at 720 South Adams between two existing developments, Guadalupe Bank and Happy State Bank.

The proposed development would include a 2-story building that is approximately 31,500 sq ft and consists of 16 units, 8 on each floor. It is likely that some units will be combined, lowering the possible total number of units. The anticipated uses are professional offices, general retail and personal services. The drive-through is requested for the dry cleaning/laundry business that will be located on the north end of the first floor of the building.

BACKGROUND:

This application was reviewed for its conformity with relevant City Ordinances including **Sec. 7.131**, review and evaluation criteria for Site Plans and **Sec. 5.460**, review and evaluation criteria for a Conditional Use Permit (CUP).

Site Area: 65,304 Square Feet (1.50 acres)

Zoning: C2, Commercial **Sec. 3.210**

Building Coverage: 24% (19,250 sq ft) (75% maximum) **Sec. 3.210**

Impervious Coverage: **79 % (51,978 sq ft) (80% maximum) Sec. 3.210**

Heights: 2 Story (28') (Max Height 38') **Sec. 3.210**

Parking: 72 provided (General Retail and Professional Office requires 1 parking space per 400 sq ft. Personal Services requires 1 parking space per 300 sq ft) **Sec. 7.863**

Utilities: Utilities are available to serve this property and extension of existing infrastructure will be extended, at the developer's expense, to serve the property.

Detention: Stormwater detention plans & studies shall be reviewed as part of the Civil Construction Plans.

Entry Corridor: Elevations and renderings were provided as well as a narrative that indicates the developments' compliance with the Entry Corridor Overlay.

Landscape and Screening: More detail is required to approve the Landscape and Screening Plan, including a landscape calculation based on **Sec. 7.920** . One (1) tree per 75 LF required. Off-street parking shall have ten (10) sq ft of interior landscaping for each parking space. A strip of land at least five (5) in depth located between the abutting right-of-way and the off-street parking areas or other vehicular use area which is exposed to an abutting right-of -way shall be landscaped and include one (1) tree for each fifty (50) lineal feet. In addition, a hedge, wall, or other durable landscape barrier, Page 26 of 41 of at least two (2) feet in height, shall be placed along the perimeter.

Public Hearing Notices: As of March 24, 2026 no responses have been received.

STAFF RECOMMENDATION:

Sec. 5.460 – Review and Evaluation Criteria contains 13 items that must be considered when reviewing a Conditional Use Permit. Of these 13 items, Staff has found that the applicant has met or responded to all the requirements including adequacy and convenience of off-street parking, determination that the proposed use will not be detrimental to public safety or materially injurious to properties in the vicinity, and determination that the proposed use and site development will be compatible with existing uses in the vicinity.

The traditional design of the commercial development is in keeping with the intent of the Entry Corridor Design Guidelines. Staff notes that any use allowed in C2 zoning would be able to occupy part of the building but only personal service and general retail have been identified for parking calculations. A restaurant would have a different calculation. The site is maxed out for impervious cover limiting the ability to add more parking.

The previous request was approved in 2023 and staff recommends approval conditioned upon the following:

Approved Addressing Plan
Approved Landscape and Screening Plan
Approved Civil Construction Plan
Reapproval of the Previous Site Plan as a Condition of Approval

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ATTACHMENTS:

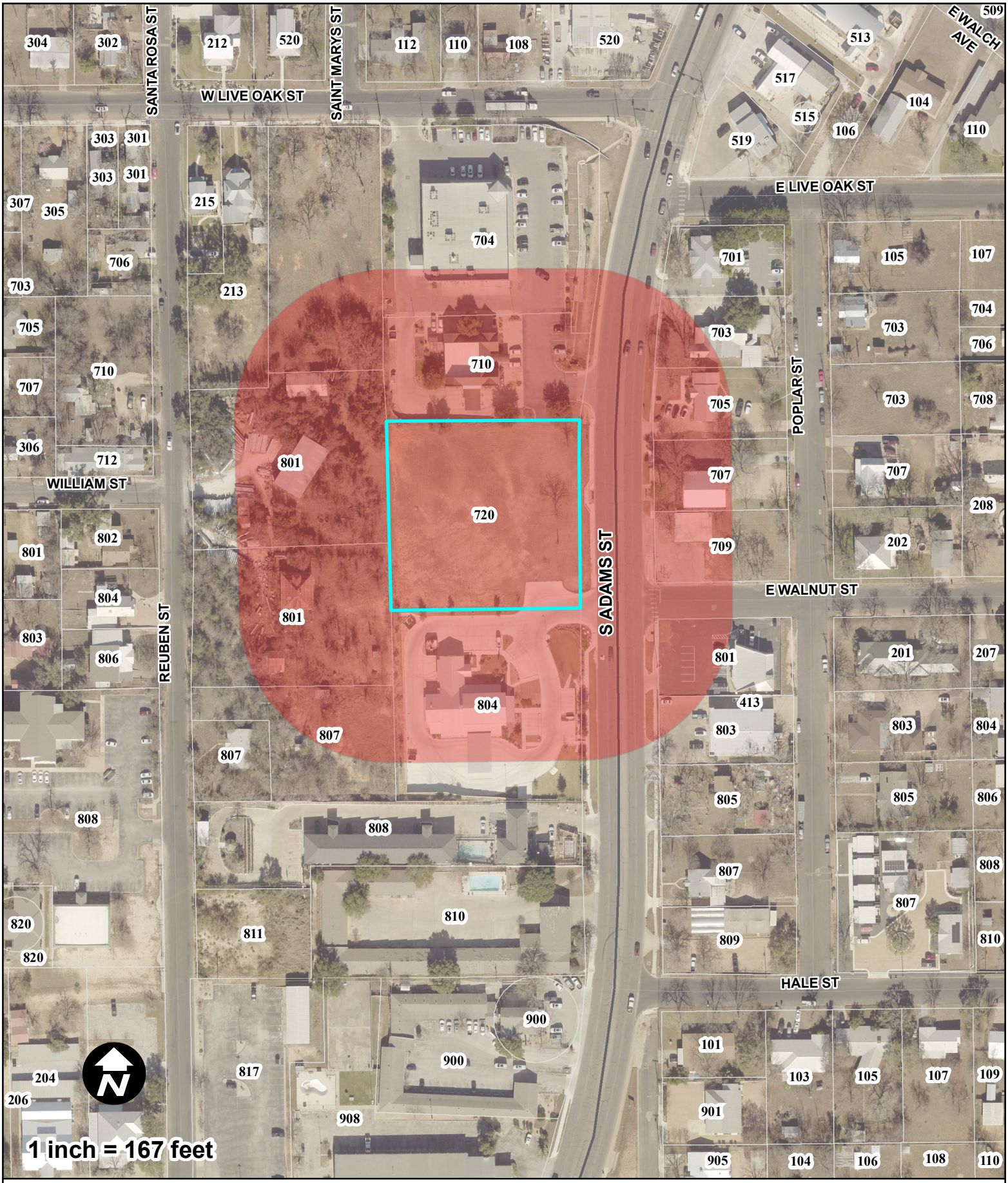
1. 720 S Adams Notification Map
2. Z-2312 Revised Site Plan
3. Z-2312 Response to Comments
4. S Adams Development Colors and Materials 5.24.23
5. S AdamsDevelopment Concept Images 5.24.23
6. Z-2312 Entry Corridor Narrative
7. Sec. 5.460. - CUP Review and Evaluation Criteria. (2)
8. Z-2607-CUP - 720 S Adams_Application_Redacted
9. Ordinance 2026-18 CUP For 720 S. Adams Drive Thru Draft PZ

APPROVAL/REVIEW:



Cliff Cross, Director of Development Services

Date: March 24, 2026

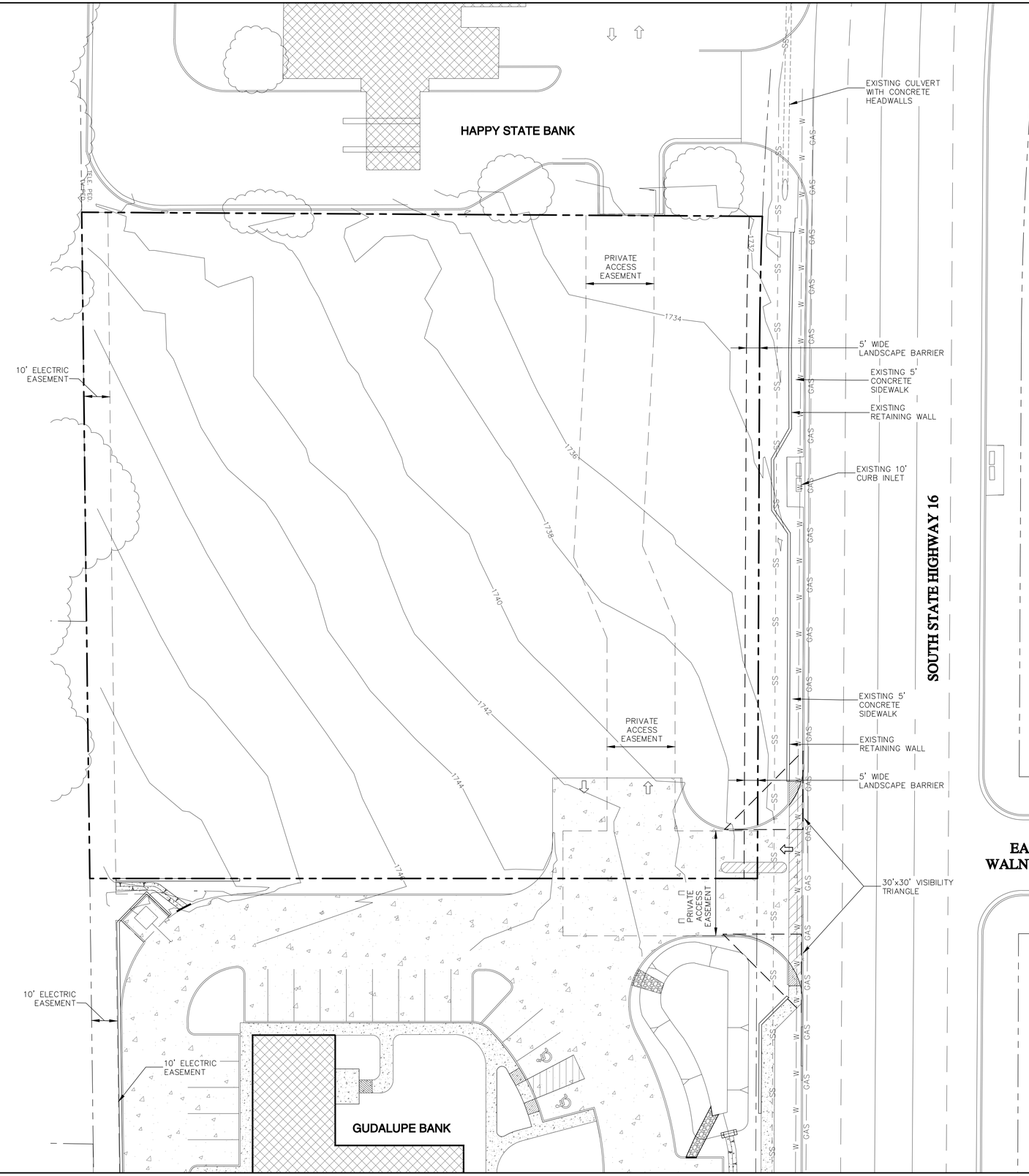


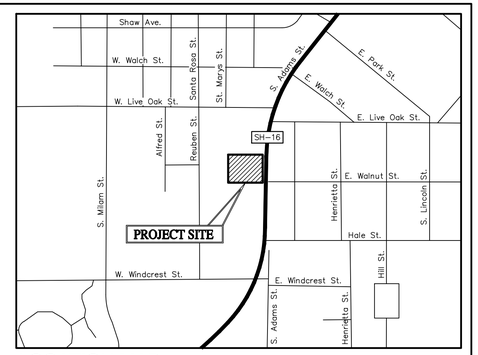
City of Fredericksburg
Z-2607 - 720 S. Adams Street

LEGEND

200' Notification Buffer

GCAD Parcels





LOCATION MAP

NOT TO SCALE

0 10 20 30 40
1"=20'

LEGEND

- EXISTING STRUCTURES
- PROPERTY BOUNDARY
- ADJACENT PROPERTY BOUNDARY
- SS — SS — EXISTING SANITARY SEWER
- W — W — EXISTING WATER LINE
- GAS — GAS — EXISTING GAS LINE
- EXISTING EASEMENT
- EXISTING RETAINING WALL
- EXISTING CONCRETE CURB
- EXISTING TREES

AN
EXISTING CONDITIONS PLAN
FOR

S. ADAM ST. COMMERCIAL

720 SOUTH ADAMS STREET

BEING A 1.50 ACRE TRACT, CALLED LOT 3R, IN ROBERT WALTER SUBDIVISION, RECORDED IN VOLUME 4, PAGE 7 OR THE PLAT RECORDS OF GILLESPIE COUNTY, TEXAS

PROPERTIES OF BARONS CREEK — OWNER
CONTACT: KEVIN W. SPRAGGINS
507 E. HIGHWAY ST., SUITE D
FREDERICKSBURG, TX 78624
(830) 997-4744
FAX: (830) 997-6967

VEI CONSULTING ENGINEERS — ENGINEER
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(830) 997-4744
FAX: (830) 997-6967
Texas Registration # F-165

FILE NO: 23004

DATE: 05/12/2023

SHEET: SP1 (1 OF 5)

NOTES:

1. THIS DRAWING AND SERVICES BY VEI DO NOT INCLUDE SUBMISSION TO ARCHITECTURAL BARRIERS FOR ADA REVIEW. REVIEW, IF REQUIRED, IS BY OTHERS.

2. SIDEWALK FROM HANDICAP PARKING AREA TO BUILDING ENTRANCES MUST COMPLY WITH ALL ADA GUIDELINES.

3. THE DRAWING AND SERVICES BY VEI DO NOT INCLUDE "AS-BUILT" INSPECTIONS NOR SERVICES PAST DELIVERY OF THIS DRAWING.

4. ALL DIMENSIONS ARE MEASURED BACK TO BACK OF CURB UNLESS OTHERWISE NOTED.

5. ALL BUILDING DIMENSIONS DERIVED FROM OWNER. DUE TO THE INHERENT INACCURACY OF REPRODUCTION, DO NOT SCALE FROM THESE DRAWINGS.

6. CONTRACTOR SHALL VERIFY ALL DIMENSIONS WITH ARCHITECT AND OWNER PRIOR TO START OF CONSTRUCTION.

7. REFER TO LANDSCAPE ARCHITECT PLANS FOR LANDSCAPE AREAS.

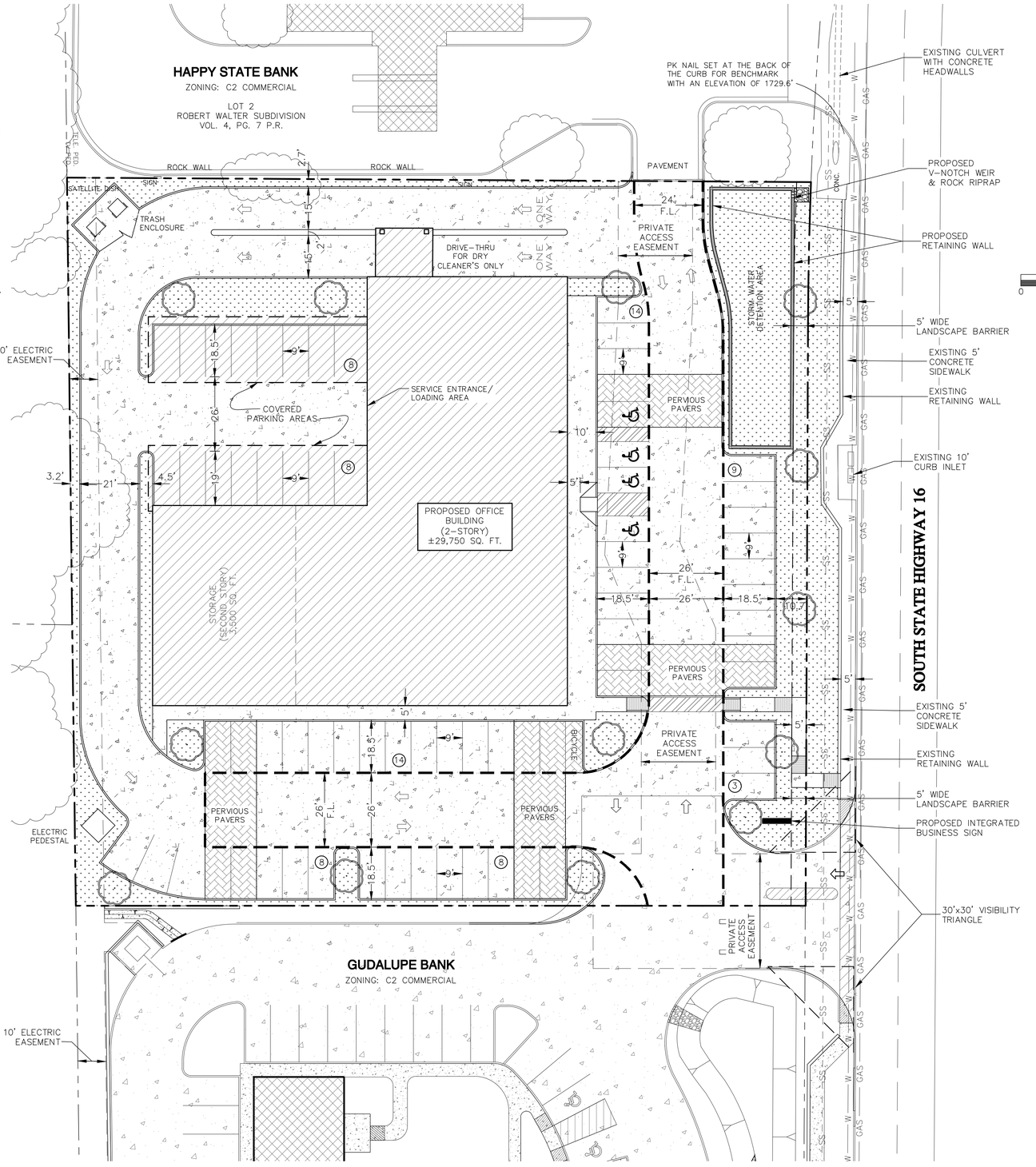
8. THE LOCATION OF EXISTING UNDERGROUND UTILITIES SHOWN ARE APPROXIMATE BASED ON AVAILABLE RECORDS. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. THE CONTRACTOR IS FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MAY OCCUR DURING CONSTRUCTION.

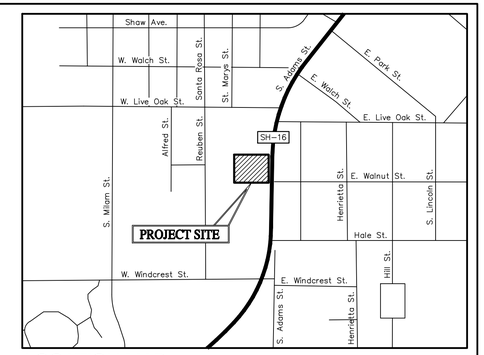
9. FIRE LANE SHALL BE MARKED PER CITY STANDARDS.

10. THIS IS NOT A PROPERTY SURVEY. ANY QUESTIONS CONCERNING PROPERTY CORNERS, PROPERTY LINES, PROPERTY BOUNDARIES AND/OR SET BACKS SHOULD BE DIRECTED TO AND/OR VERIFIED BY A REGISTERED PROFESSIONAL LAND SURVEYOR.

11. ALL SIDEWALK AND DRIVEWAY IMPROVEMENTS SHALL BE CONSTRUCTED TO CITY STANDARDS.

12. ALL SECURITY AND SAFETY LIGHTING SHALL BE FULLY SHIELDED AND COMPLY WITH 'DARK SKY' COMPLIANT (REF. CITY OF FREDERICKSBURG ARTICLE XV – OUTDOOR LIGHTING)





LOCATION MAP

NOT TO SCALE

SUMMARY TABLE

LOT AREA	65,304 sq. ft. / 1.50 Ac.
LOT ZONING	C2 – COMMERCIAL
PROPOSED BUILDINGS AREA	
FIRST FLOOR AREA	15,750 sq. ft.
SECOND FLOOR AREA	12,250 sq. ft.
STORAGE AREA	3,500 sq. ft.
TOTAL AREA	31,500 sq. ft.
PARKING SPACES REQUIRED (1 PER 400 sq. ft.)	70
PARKING SPACES PROVIDED	72
HANDICAP PARKING SPACES REQUIRED	4
HANDICAP PARKING SPACES PROVIDED	4
PERVIOUS AREA	13,326 sq. ft. / 0.31 Ac.
IMPERVIOUS AREA	51,978 sq. ft. / 1.19 Ac.
ALLOWABLE IMPERVIOUS PERCENTAGE	80%
PROPOSED IMPERVIOUS PERCENTAGE	79%
BUILDING COVERAGE ALLOWED	75%
BUILDING COVERAGE PROVIDED	24%

LEGEND

EXISTING

- EXISTING STRUCTURES
- PROPERTY BOUNDARY
- ADJACENT PROPERTY BOUNDARY
- EXISTING SANITARY SEWER
- EXISTING WATER LINE
- EXISTING GAS LINE
- EXISTING EASEMENT
- EXISTING RETAINING WALL
- EXISTING CONCRETE CURB
- EXISTING TREES

PROPOSED

- PROPOSED BUILDING
- PROPOSED PARKING STRIPE
- PROPOSED LANDSCAPING/ GRASS SEEDING
- PROPOSED RETAINING WALL
- PROPOSED CONCRETE CURB
- PROPOSED FIRE LANE
- PROPOSED HANDICAP SPACE
- PROPOSED NUMBER OF PARKING SPACES
- PROPOSED 4 INCH TREE
- PROPOSED INTEGRATE BUSINESS SIGN

A
SITE PLAN
FOR

S. ADAM ST. COMMERCIAL

720 SOUTH ADAMS STREET

BEING A 1.50 ACRE TRACT, CALLED LOT 3R, IN ROBERT WALTER SUBDIVISION, RECORDED IN VOLUME 4, PAGE 7 OR THE PLAT RECORDS OF GILLESPIE COUNTY, TEXAS

PROPERTIES OF BARONS CREEK — OWNER
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Texas Registration # F-165

FILE NO: 23004

DATE: 05/12/2023

SHEET: SP2 (2 OF 5)

NOTES:

1. ALL BUILDING DIMENSIONS DERIVED FROM OWNER. DUE TO THE INHERENT INACCURACY OF REPRODUCTION, DO NOT SCALE FROM THESE DRAWINGS.

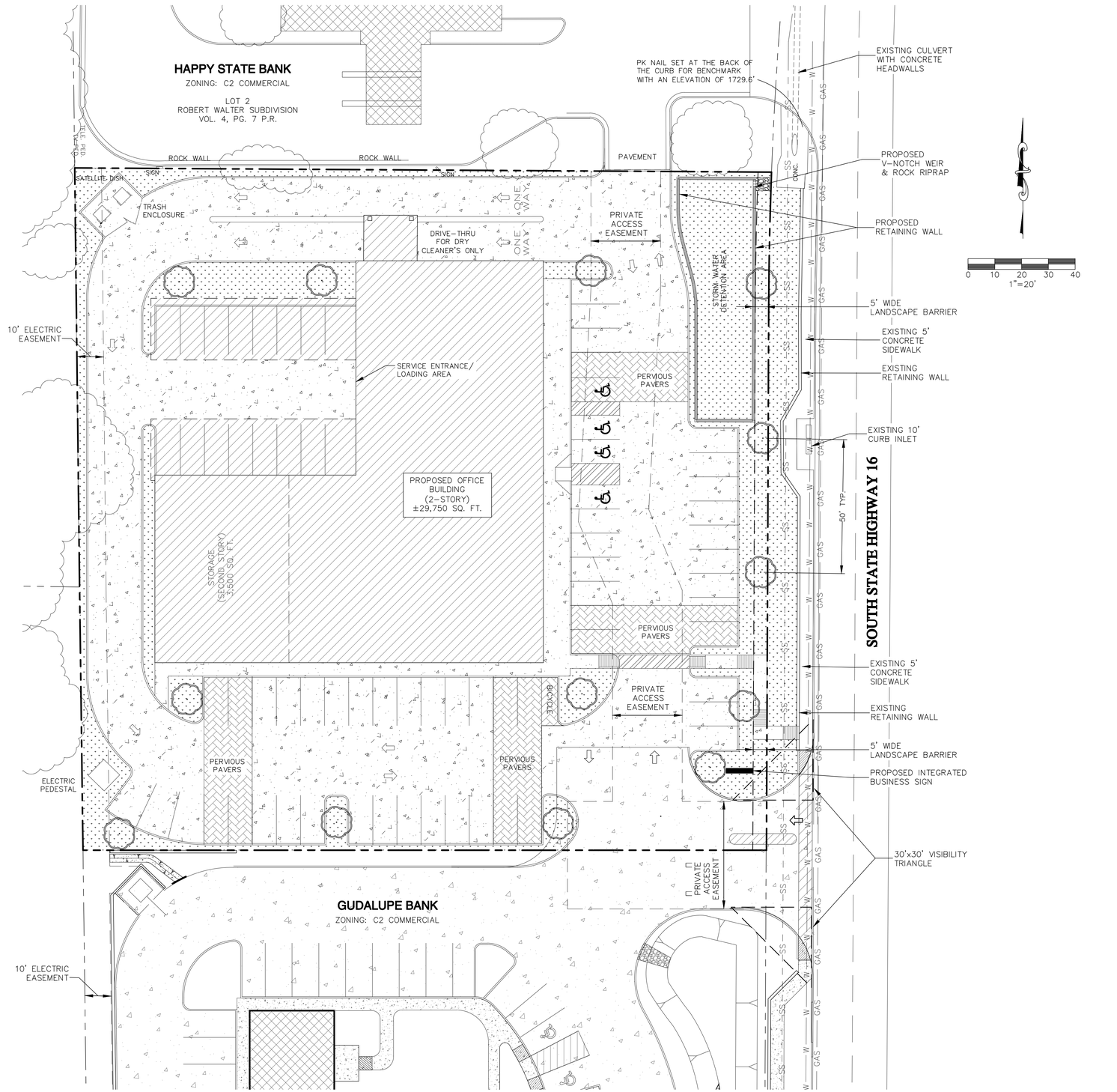
2. CONTRACTOR SHALL VERIFY ALL DIMENSIONS WITH ARCHITECT AND OWNER PRIOR TO START OF CONSTRUCTION.

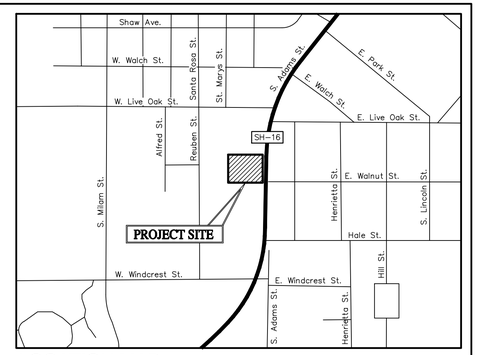
3. REFER TO LANDSCAPE ARCHITECT PLANS FOR FINAL LANDSCAPE DESIGN.

4. THE LOCATION OF EXISTING UNDERGROUND UTILITIES SHOWN ARE APPROXIMATE BASED ON AVAILABLE RECORDS. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. THE CONTRACTOR IS FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MAY OCCUR DURING CONSTRUCTION.

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6. ALL SECURITY AND SAFETY LIGHTING SHALL BE FULLY SHIELDED AND COMPLY WITH 'DARK SKY' COMPLIANT (REF. CITY OF FREDERICKSBURG ARTICLE XV – OUTDOOR LIGHTING)





LOCATION MAP

NOT TO SCALE

SUMMARY TABLE

LOT AREA	351,965 sq. ft. / 8.08 Ac.
CURRENT ZONING	C2 COMMERCIAL
PROPOSED NUMBER OF PARKING SPACES	72
PROPOSED PAVING AREA	36,250 sq. ft.
REQUIRED INTERIOR LANDSCAPE AREA	
10 sq. ft. PER PARKING SPACE	720 sq. ft.
1 sq. ft. PER 100 sq. ft. OF PAVING (for the first 50,000 sq. ft. of paving)	363 sq. ft.
TOTAL REQUIRED LANDSCAPE AREA	1,083 sq. ft.
PROPOSED LANDSCAPE AREA	9,116 sq. ft. / 0.21 Ac.
REQUIRED NUMBER OF TREES (1 for each 100 sq. ft. of required landscape area)	11 TREES
PROPOSED NUMBER OF TREES	13 TREES

LEGEND

EXISTING

- EXISTING STRUCTURES
- PROPERTY BOUNDARY
- ADJACENT PROPERTY BOUNDARY
- EXISTING SANITARY SEWER
- EXISTING WATER LINE
- EXISTING GAS LINE
- EXISTING EASEMENT
- EXISTING RETAINING WALL
- EXISTING CONCRETE CURB
- EXISTING TREES

PROPOSED

- PROPOSED BUILDING
- PROPOSED PARKING STRIPE
- PROPOSED LANDSCAPING/ GRASS SEEDING
- PROPOSED RETAINING WALL
- PROPOSED CONCRETE CURB
- PROPOSED 4 INCH TREE
- PROPOSED INTEGRATE BUSINESS SIGN

A
LANDSCAPE & SCREENING PLAN
FOR

S. ADAM ST. COMMERCIAL

720 SOUTH ADAMS STREET

BEING A 1.50 ACRE TRACT, CALLED LOT 3R, IN ROBERT WALTER SUBDIVISION, RECORDED IN VOLUME 4, PAGE 7 OR THE PLAT RECORDS OF GILLESPIE COUNTY, TEXAS

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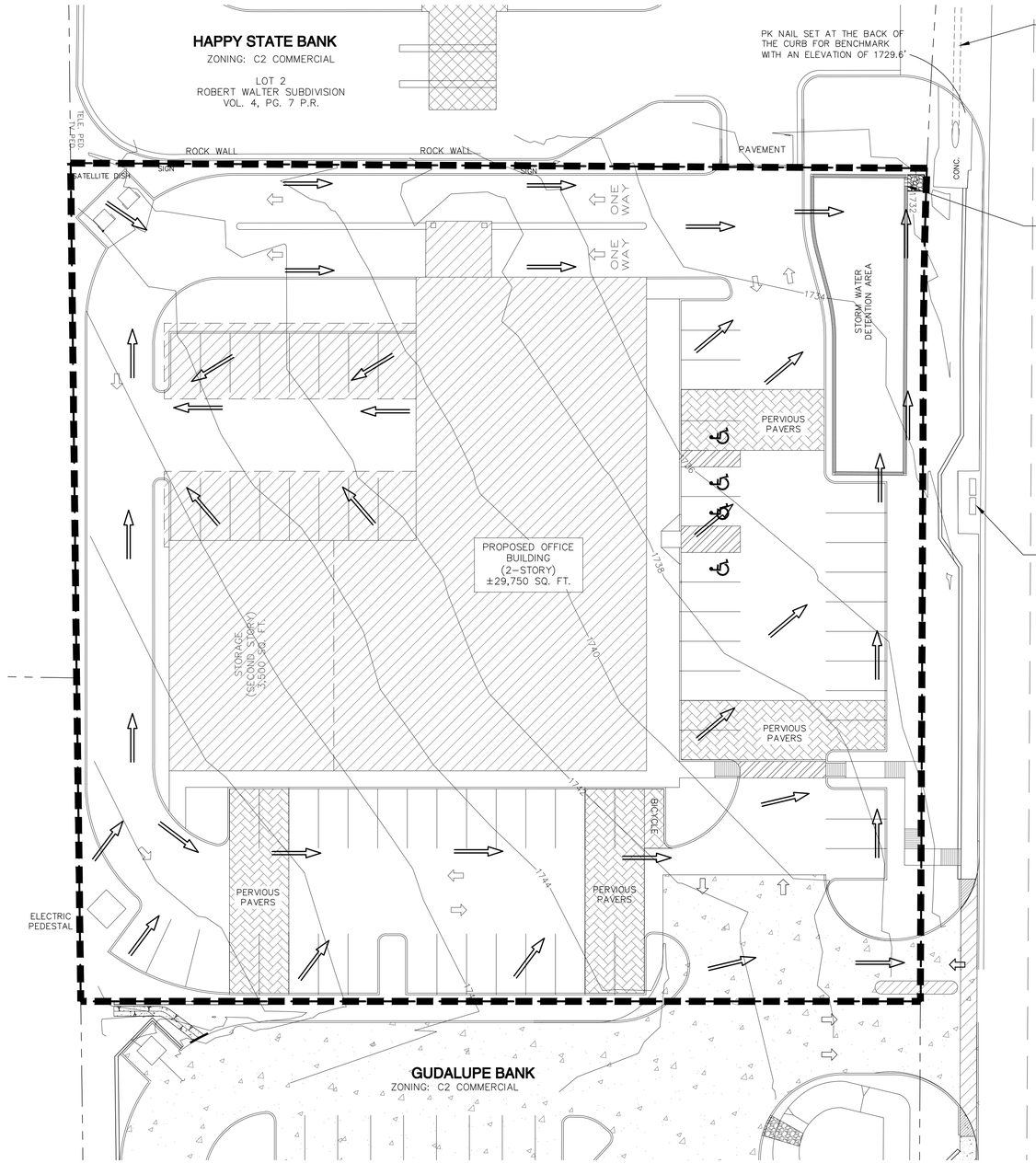
VEI CONSULTING ENGINEERS — ENGINEER

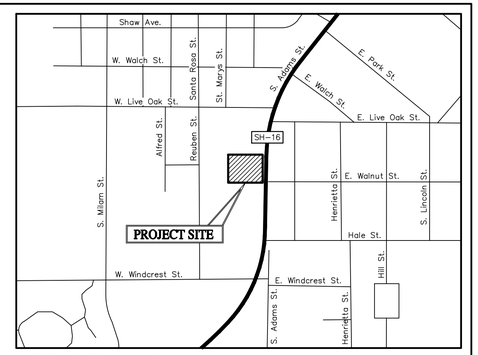
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Texas Registration # F-165

FILE NO: 23004

DATE: 05/12/2023

SHEET: SP3 (3 OF 5)





LOCATION MAP

NOT TO SCALE

LEGEND

EXISTING

- *EXISTING STRUCTURES*
- *PROPERTY BOUNDARY*
- *ADJACENT PROPERTY BOUNDARY*
- *EXISTING EASEMENT*
- *EXISTING RETAINING WALL*
- *EXISTING CONCRETE CURB*

PROPOSED

- PROPOSED BUILDING
- PROPOSED PARKING STRIPE
- PROPOSED RETAINING WALL
- PROPOSED CONCRETE CURB
- DRAINAGE AREA BOUNDARY
- DRAINAGE AREA FLOW DIRECTION

A
DRAINAGE PLAN
FOR

S. ADAM ST. COMMERCIAL

720 SOUTH ADAMS STREET

BEING A 1.50 ACRE TRACT, CALLED LOT 3R, IN ROBERT WALTER SUBDIVISION, RECORDED IN VOLUME 4, PAGE 7 OR THE PLAT RECORDS OF GILLESPIE COUNTY, TEXAS

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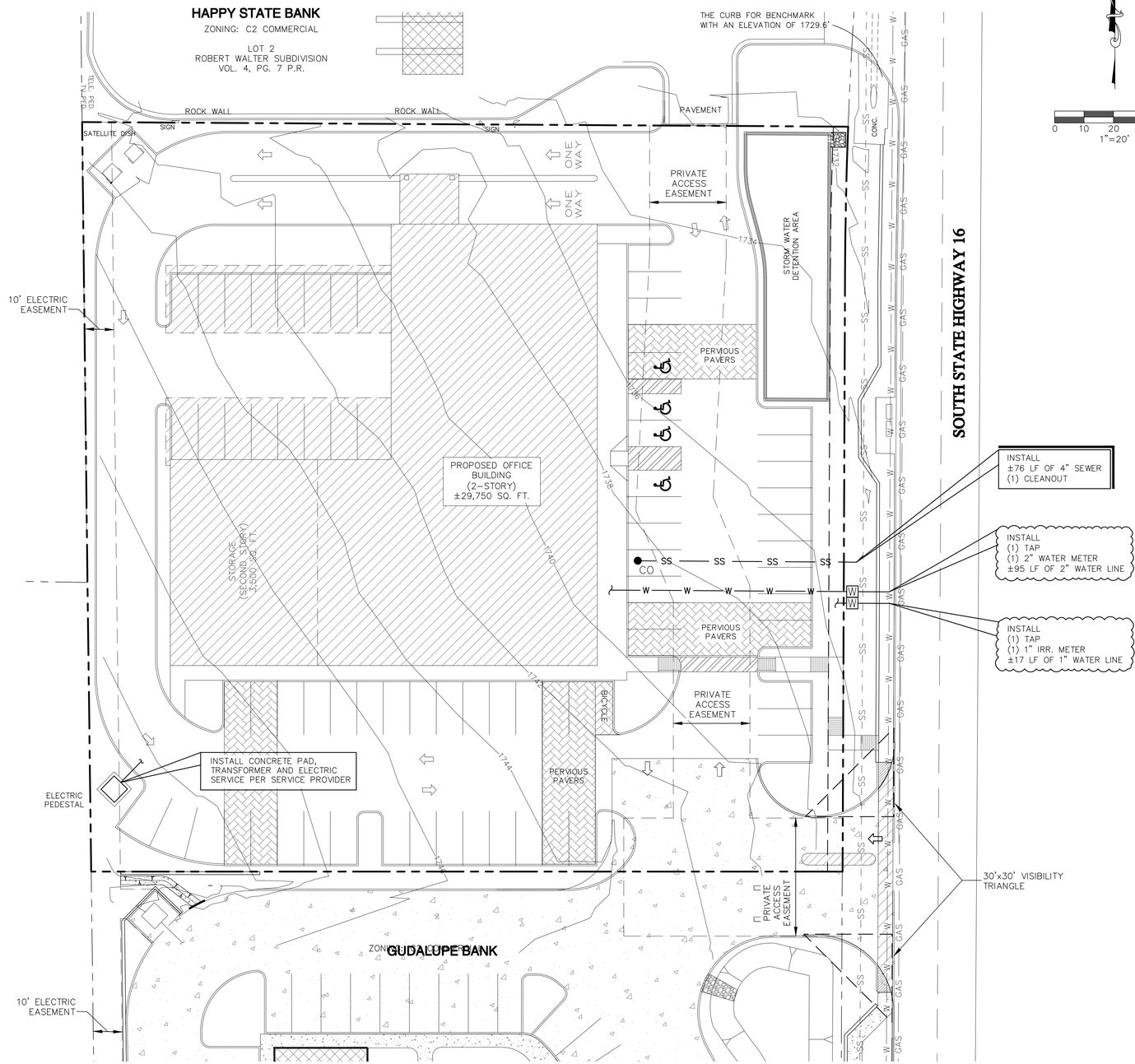
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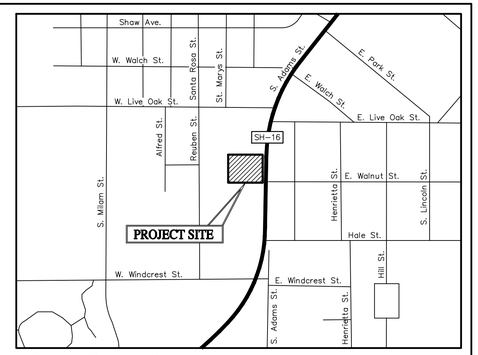
CONTACT: KEVIN W. SPRAGGINS
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FAX: (830) 997-6967
Texas Registration # F-165

FILE NO: 23004

DATE: 05/12/2023

SHEET: SP4 (4 OF 5)





LOCATION MAP

NOT TO SCALE

LEGEND

EXISTING

- *EXISTING STRUCTURES*
- *PROPERTY BOUNDARY*
- *ADJACENT PROPERTY BOUNDARY*
- *EXISTING SANITARY SEWER*
- *EXISTING WATER LINE*
- *EXISTING GAS LINE*
- *EXISTING EASEMENT*
- *EXISTING RETAINING WALL*
- *EXISTING CONCRETE CURB*

PROPOSED

- PROPOSED BUILDING
- PROPOSED PARKING STRIPE
- PROPOSED RETAINING WALL
- PROPOSED CONCRETE CURB
- PROPOSED SANITARY SEWER LINE
- PROPOSED WATER LINE
- PROPOSED CLEANOUT
- PROPOSED WATER/IRRIGATION METER
- PROPOSED ELECTRIC PEDESTAL AND CONCRETE PAD

A
UTILITY PLAN
FOR

S. ADAM ST. COMMERCIAL

720 SOUTH ADAMS STREET

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Texas Registration # F-165

FILE NO: 23004

DATE: 05/12/2023

SHEET: SP5 (5 OF 5)

VEI Consulting Engineers
Graylaur Corporation Inc. d/b/a
507 E. Highway Street, Suite D ♦ Fredericksburg, TX 78624
Tel (830) 997-4744 ♦ http://vei-tx.com
Licensed in Texas (Firm No. F-165) ♦ Arkansas ♦ Oklahoma ♦ Colorado ♦ Louisiana ♦ New Mexico

May 12, 2023

City of Fredericksburg
Attn: Shelby Collier, Assoc. Planner, DRC (scollier@fbgtx.org)
126 W. Main Street
Fredericksburg, TX 78624

Re: Your letter dated May 8, 2023, Re: Z-2312 Review Comments for a CUP for a Drive Through & Entry Corridor Review for property located at 720 South Adams Street (VEI No. 23004)

Dear Ms Collier,

Below you will find our responses to your comments in the above-mentioned letter.

City Comment:

1. *Conditional Use Permit and Entry Corridor Review requires Planning and Zoning Approval, scheduled for June 7, 2023.*

VEI Response:

Comment noted.

City Comment:

2. *Please provide interior floor plans to include proposed addressing Sec. 7.131.*

VEI Response:

The preliminary interior layout of both floors, after full build-out, is attached in the architectural drawing and includes a possible total of 16 office/retail suites, eight (8) on each floor. Each unit will have the same street address (720 S. Adams) and be further designated by a suite number or letter. It is likely that some units will be combined into a larger suite, lowering the possible total number of rental suites.

City Comment:

3. *Please provide a location of loading facilities. Sec. 7.131.*

VEI Response:

The loading facilities will be in the Service Area in the northwest corner of the building.

City Comment:

4. *Please adjust Parking Calculations to reflect Sec. 7.863. Do not overpark development.*

VEI Response:

The following table describes the parking requirements of the proposed building, based on *Table 7.863, OFF-STREET PARKING*, the proposed tenants, and the preliminary floor plan's square-footage. Please note that four (4) of the spaces are designated as ADA parking.

Use Type	Requirement	Total Prelim. Sq.Ft.	Total Parking Spaces
General Retail, Professional offices, Administrative & Business Offices	1 space per 400 sq.ft.	25,404	63.51, or 64-spaces
Personal Services (dry cleaners drop location)	1 space per 300 sq.ft.	1,632	5.44, or 6-spaces
TOTAL Parking Required		**27,036 sq.ft.**	**70-spaces**
TOTAL Parking Provided			**72-spaces** (incl. 4 ADA)

City Comment:

5. *Provide details of proposed pervious pavers. Sec. 3.210.*

VEI Response:

Pervious paver details and specifications from Belgard are attached.

City Comment:

6. *Please provide a CUP Narrative with specific responses to each of the review and evaluation criteria noted in Sec.5.460. This will be used by the Planning and Zoning Commission and City Council to make their determination. Please explain that the drive through is for a dry cleaning pick-up station (Personal Services Use) Definition is found in Sec. 2.100.*

VEI Response:

A CUP Narrative based on Sec. 5.46 is attached for your review. An explanation of the dry-cleaning pick-up station has been added using the definition in Sec. 2.1. Please note that the two adjacent banks and the Walgreens all have drive-thru lanes.

City Comment:

7. *Provide a note regarding all exterior lighting shall by night sky compliant. Provide the requested fixture type Article XV- Outdoor Lighting.*

VEI Response:

A note has been added to the Site Plan that all exterior lighting will be Dark Sky Compliant. Examples of the type of lighting that will be placed in and around the building are below. Once a decision on the lighting is reached, it will be submitted to the City for approval.





City Comment:

8. *Provide a Landscape and Screening Plan per Sec. 7.920 - 7.980. To include calculation of all required landscaping onsite. Site Plan Checklist.*

VEI Response:

A Landscape & Screening Plan has been added to the Site Plan set.

City Comment:

9. *Please provide an integrated business sign for the development. Sec. 29-3 and Sec. 29-7.*

VEI Response:

An integrated sign will be provided for the building at the monument sign location.

City Comment:

10. *Please provide more details on landscaping per Entry Corridor Design Standards Sec. 9.*

VEI Response:

Please see our response to question 8.

City Comment:

11. *Please provide more details on lighting Entry Corridor Design Standards Sec.10.*

VEI Response:

Please see the response to question 7.

City Comment:

12. *Pedestrian walkways connecting to adjacent developments shall be provided. Entry Corridor Design Standards Sec. 12.4.*

VEI Response:

Comment noted. We have connected to the existing sidewalks on S. Adams St. Adjacent sites do not have sidewalks to which we can tie to from our building.

City Comment:

13. *4" trees per 8 parking spaces to be planted in beds located of parking lots and "islands" Entry Corridor Design Standards Sec. 12.5*

VEI Response:

Comment noted. Please see the Landscape & Screening Plan for more details. There are a total of 72-parking spaces in the revised Site Plan, which will require a total of nine (9) four-inch trees. The Plan calls for thirteen (13) 4-inch trees.

City Comment:

14. *12.8*

VEI Response:

Please advise your comment for this requirements. The ECD 12.8 Guideline reads:

> *12.8 – Bicycle parking facilities should be provided at all new development that occurs on any street intersection. The design, color, and materials must coordinate with other site elements and must be well-lit for night time uses.*

A bicycle parking area and facility has been added to the plan.

City Comment:

15. *The site is at the maximum for impervious cover.*

VEI Response:

Comment noted.

City Comment:

16. *Not all documentation has been provided for Entry Corridor.*

VEI Response:

Comment noted. More details have been provided in this response.

City Comment:

17. *Sections 1, 2, 3,4,5,6,7 will need to be evaluated with elevations and renderings and will require P&Z approval.*

VEI Response:

Comment noted. Elevations and renderings will be provided to P&Z for approval. At this time, only the preliminary interior floorplan is available.

Should you have further questions or comments please do not hesitate to contact me at the information at the top of this letter or at kspraggins@vei-tx.com.

Sincerely,

Kevin W. Spraggins, P.E.

Attachments:

1. CUP Narrative
2. Preliminary floorplan (SKT Architects, dated May 12, 2023)
3. Pervious paver details/spec sheet (Belgard pavers)
4. Revised Site Plan set with Landscape & Screening Plan

C.U.P. NARRATIVE

for 720 S. Adams Street

CUP Requirement

1. *Conformance with applicable regulations and standards established by the Zoning Regulations.*

VEI Response:

The site design will adhere to the applicable regulations and standards as established by the Zoning Regulations.

CUP Requirement

2. *Compatibility with existing or permitted uses on abutting sites, in terms of building height, bulk and scale, setbacks and open spaces, landscaping and site development, access and circulation features.*

VEI Response:

The proposed building use is compatible with neighboring sites in terms of building height, bulk and scale, setbacks and open spaces, landscaping and site development, access and circulation features.

CUP Requirement

3. *Potentially unfavorable affects or impacts on other existing or permitted uses on abutting sites, to the extent such impacts exceed those which reasonably may result from use of the site for a permitted use.*

VEI Response:

The proposed building will be designed to mitigate potentially unfavorable affects or impacts on other existing or permitted uses on abutting sites, to the extent such impacts exceed those which reasonably may result from use of the site for a permitted use.

CUP Requirement

4. *Modifications (including variance from property development regulations) to the site plan which would result in increased compatibility, would mitigate potentially unfavorable impacts, would be necessary to conform to applicable regulations and standards and would protect the public health, safety, morals and general welfare.*

VEI Response:

The site design will be modified, including variances from regulations, such that it results in increased compatibility, and mitigate potentially unfavorable impacts, so that it will conform to applicable regulations and standards and protect the public health, safety, morals, and general welfare.

CUP Requirement

5. *Safety and convenience of vehicular and pedestrian circulation in the vicinity, including traffic reasonably expected to be generated by the proposed use and other uses reasonable and anticipated in the area; existing zoning and land uses in the area.*

VEI Response:

This requirement will be incorporated into the site's design.

CUP Requirement

6. *Protection of persons and property from erosion, flood or water damage, fire, noise, glare and similar hazards and impacts.*

VEI Response:

These requirements will be incorporated into the site's design.

CUP Requirement

7. *Location, lighting, and type of signs; the relation of signs to traffic control and adverse effect of signs on adjacent properties.*

VEI Response:

This requirement will be incorporated into the site's design.

CUP Requirement

8. *Adequacy and convenience of off-street parking and loading facilities.*

VEI Response:

Sufficient parking and loading facilities that are convenient to customers and tenants are provided.

CUP Requirement

9. *Determination that the proposed use is in accordance with the objectives of these Zoning Regulations and the purposes of the zone in which the site is located.*

VEI Response:

The proposed use of the building and is in accordance with the zoning of the site, C2-Commercial.

CUP Requirement

10. *Determination that the proposed use will comply with each of the applicable provisions of these Zoning Regulations.*

VEI Response:

The proposed use complies with the applicable provisions of the zoning regulations.

CUP Requirement

11. *Determination that the proposed use and site development, together with any modifications applicable thereto, will be compatible with existing or permitted uses in the vicinity.*

VEI Response:

The tract is undeveloped land, and the adjacent uses are banks with drive-thru lanes. An office/retail building with a dry-cleaner's drive-thru is compatible with these uses.

CUP Requirement

12. *Determination that any conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and to ensure compatibility of the proposed use with existing or permitted uses in the same district and the surrounding area.*

VEI Response:

This requirement will be incorporated into the site design.

CUP Requirement

13. *Determination that the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity.*

VEI Response:

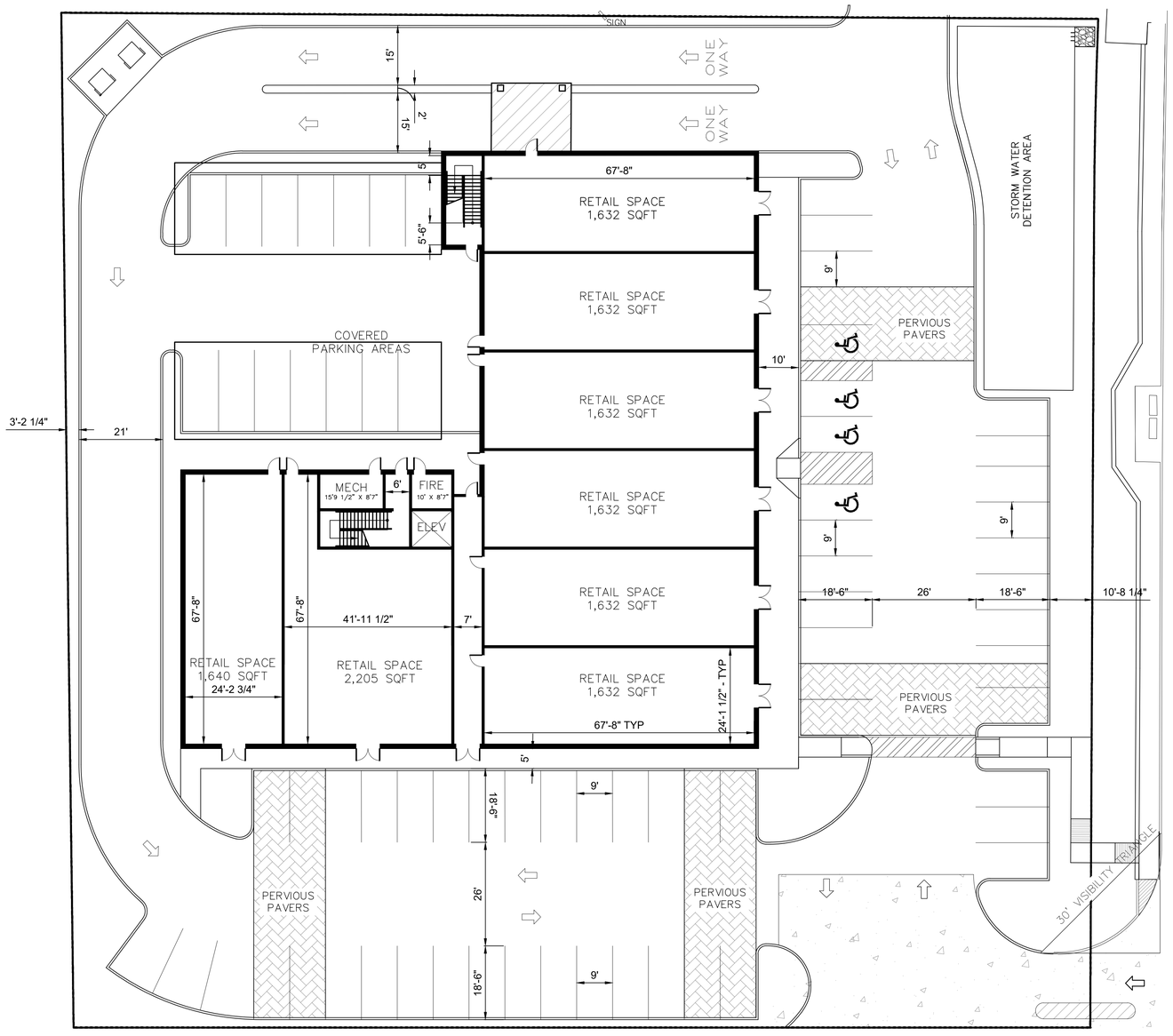
The proposed use of the building is not detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity. The dry-cleaner's drive-thru will operate during normal business hours and half a day on Saturday mornings. This use is in keeping with the surrounding businesses and bank drive-thru lanes.

♦♦ End of C.U.P. Narrative ♦♦

SKT Architects, PLLC
300 West Main, Suite C
Fredericksburg, TX 78624
www.sktarchitects.com
P: 830-997-0383

PRELIMINARY

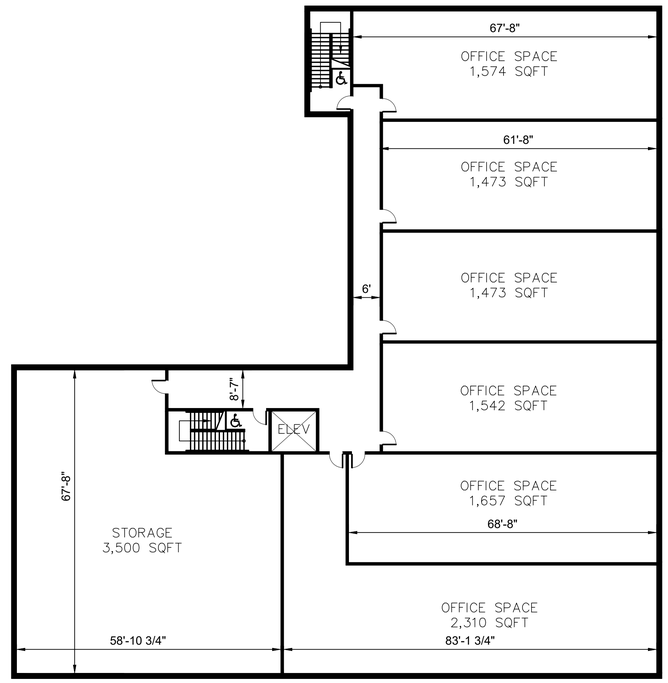
THESE DOCUMENTS ARE FOR INTERM REVIEW AND ARE NOT INTENDED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES
BRANDON WEINHEIMER
PROJECT ARCHITECT
5.12.23



PROPOSED FIRST FLOOR PLAN AND SITE

1/16" = 1' - 0"

NORTH



PROPOSED SECOND FLOOR PLAN

1/16" = 1' - 0"

NORTH

BELGARD
COMMERCIAL

OPERATION & MAINTENANCE GUIDE

for Belgard Permeable Interlocking Concrete Pavement Systems



BELGARD PERMEABLE PAVERS are produced by Oldcastle Architectural Products Group (APG) plants throughout North America and are manufactured in accordance with ASTM *C936 Standard Specification for Solid Concrete Interlocking Paving Units*, and ASTM C1782 *Standard Specification for Segmental Concrete Paving Slabs* in the United States. In Canada, pavers and slabs are manufactured in accordance with CSA A231.1/A231.2 *Precast Concrete Paving Slabs/Precast Concrete Pavers.*

Permeable Interlocking Concrete Pavement (PICP), like all types of permeable pavement, is a stormwater control measure that requires periodic inspection and maintenance to ensure long-term performance throughout the design life of the system. The type of maintenance differs from traditional impermeable pavements and maintenance methods can vary based on site-specific conditions.

All permeable pavements will collect sediment and debris which results in a decreasing infiltration rate over time. The rate of decrease depends on the sources of sediment. The surface infiltration rate reduction is gradual over time and most rain events are still infiltrated through the sediment filled joints. Gradual sedimentation captures suspended solids near the surface where routine maintenance can readily remove the sediment.

This document addresses the key inspection and maintenance requirements for Belgard permeable paver systems and does not address other types of permeable pavement systems or the cleaning and maintaining of standard concrete pavers. Belgard recommends that a site-specific Operations & Maintenance (O&M) Manual be developed, based on guidelines presented in this document, for large commercial and municipal projects.

Visit **www.BelgardCommercial.com** for a full collection of resources related to Belgard permeable pavers including typical details, guide specifications, laying patterns, and other reference material.

Oldcastle APG, a part of CRH International, is committed to delivering sustainable products that provide environmental benefits, including concrete products for stormwater management. Belgard permeable pavers are used throughout North America as part of a Low Impact Development strategy to infiltrate stormwater, reduce runoff, and associated flooding. Oldcastle's commitment to a cleaner environment extends beyond the products we manufacture and now includes a variety of post-construction maintenance programs for owners, municipalities, and facility managers. For more information about Oldcastle's commitment to the environment, go to **http://www.crh.com/sustainability.**



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SITE CONSTRUCTION PROTECTION FOR PICP SYSTEMS

Protecting PICP from excessive sediment buildup during construction is important to long-term performance and effective future maintenance efforts. Most sites build PICP systems first to protect the open-graded aggregates from debris, dirt, etc., and then the PICP is used for site access during construction. During the pre-construction meeting, various trades should review material flow that will impact or stain the paver surface, e.g. concrete trucks, dry wall, masonry, etc. These vehicles may utilize the pavement, but consideration on how washout and debris from these trades will impact the paver surface must be addressed. Excessive mud tracked on the pavers may cause excessive sedimentation in some areas but can be removed with a vacuum street sweeper at the conclusion of construction activities and prior to turning the project over to the owner. In addition, the PICP system can serve as an integral part of the project's Stormwater Pollution Prevention Plan if designated before construction with a plan to maintain and restore the PICP to full surface infiltration capacity. Oldcastle recommends that the PICP can be used by construction traffic if the joint material is removed and replaced upon substantial completion of the project, as necessary due to sedimentation. Surface infiltration testing must be performed and exceed 100 in/hr. unless otherwise specified by the construction documents.

An alternative solution to protect the PICP system would be to excavate to the final subgrade elevation and install the ASTM No. 2 aggregate to the depth shown in the construction documents (the layer can be increased in thickness to reduce the grade change as you enter the permeable paver area, as needed). The ASTM No. 2 aggregate can then be used by construction traffic and as a sediment trap. Once the final road construction can proceed, the top 6 to12 inches of ASTM No. 2 aggregate is excavated and the PICP system is built in its entirety as designed. Once final road construction begins, prohibit construction traffic access over the open-graded aggregate subbase and base materials.





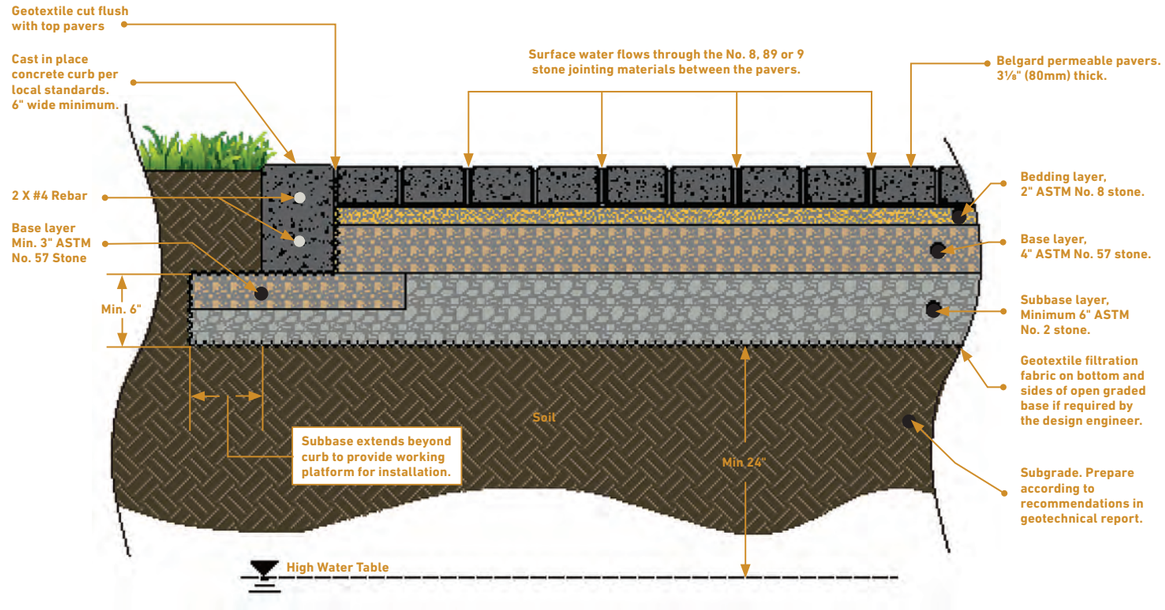
Another alternative solution would employ the use of a sacrificial layer of asphalt over the base (ASTM No. 57 aggregate). This approach would require the eventual removal of the asphalt layer and re-grading the base layer before proceeding with the setting bed layer and paver installation.

Each of these options would allow immediate traffic flow after the permeable pavers have been installed, compacted and joint fill added. Protection of the pavers may or may not be required based on the stage at which they were installed; the projected use by the trades; and needs of the property owner. Plywood, fabric with chips, tarps, and numerous other methods have been used in attempts to provide a protective layer over the paver surface, however, most have proven costly and ineffective.

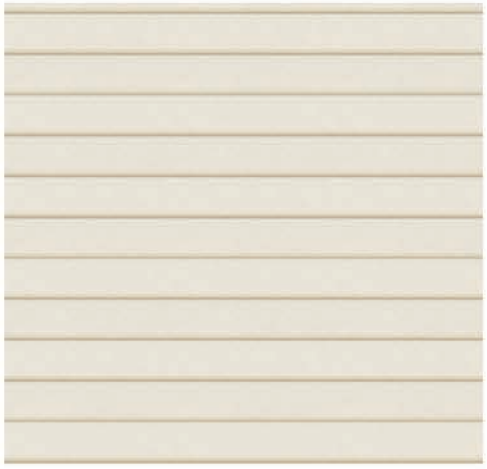
POST-CONSTRUCTION (PUNCHLIST) INSPECTIONS AND CLOSE-OUT DOCUMENTS

When the PICP construction is complete, the owner or their representative should confirm that the newly built PICP was installed in general conformance with the construction documents. Confirmation that the proper materials and drainage were installed, through site visits and/or photographs, is recommended to ensure the long-term performance of the PICP system.

Example Construction Detail for a PICP System



COLORS AND FINISHES



SMOOTH LAP SIDING
FARROW & BALL,
SCHOOLHOUSE WHITE, No 291



GENERAL PAINT COLOR
FARROW & BALL, RAILINGS, No31



ACME BRICK -
BURLINGTON CBP140



PAINTED BRICK
FARROW & BALL,
SCHOOLHOUSE WHITE, No 291



GENERAL PAINT COLOR
FARROW & BALL, DENIMES, No 299



ACME BRICK -
CHICAGO SOUTHSIDE DTP60



STUCCO
FARROW & BALL,
SCHOOLHOUSE WHITE, No 291



S. ADAMS DEVELOPMENT
CONCEPT IMAGES
5/24/23

SKI ARCHITECTS



S. ADAMS DEVELOPMENT
CONCEPT IMAGES
5/24/23

SKI ARCHITECTS



S. ADAMS DEVELOPMENT
CONCEPT IMAGES
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SKT ARCHITECTS



S. ADAMS DEVELOPMENT
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Texas (Firm No. 165)♦ Arkansas ♦ Oklahoma ♦ Colorado ♦ Louisiana ♦ New Mexico

April 28, 2023

City of Fredericksburg
Planning & Development
126 W. Main Street
Fredericksburg, TX 78624

Re: Entry Corridor Design Narrative for a Proposed Commercial/Retail Building at 720 S. Adams Street, Fredericksburg, Gillespie County, Texas (VEI No. 23004)

Dear Reviewer,

Attached to this letter you will find an Entry Corridor Design Narrative. This narrative describes the above proposed development and meets the Entry Corridor Project Checklist requirements.

There are placeholders in this document for architectural details that will be provided at a later date. The architecture will follow the City's standards.

This narrative includes the following sections.

1. Architectural Style (pending)	8. Setbacks & Frontage
2. Architectural Materials (pending)	9. Landscaping
3. Architectural Color (pending)	10. Lighting
4. Architectural Features (pending)	11. Service Areas
5. Massing & Scale (pending)	12. Parking & Access
6. Signage	13. Drainage & Stormwater
7. Building Height.	14. Streetscape

Please contact me should you have any questions or comments. I can be reached at the information at the top of this letter or at kspraggins@vei-tx.com.

Sincerely,

Kevin Spraggins, PE
President, VEI

Entry Corridor Design Narrative

FOR

720 S. ADAMS STREET

1. Architectural Style

1.1 COF STANDARD: Adhere to the Historic District Guidelines when rehabilitating designated historic landmark buildings or potential historic buildings.

Not applicable. The site is not in the Historic District.

1.2 COF STANDARD: The architectural style of the entry corridor should be reflective of the Texas Hill Country aesthetic.

Noted. The architectural design will meet the specifications described in the standard.

1.3 COF GUIDELINE: New designs should be compatible with the design traditions of the established neighborhoods and regional Texas Hill Country aesthetic. It is not the intent of these guidelines to require that new buildings copy older building styles. Therefore, use traditional building forms and broader similarities of design in order to be compatible with existing buildings in the area that reflect the traditional context.

Noted.

1.4 COF GUIDELINE: The use of standardized "corporate" architectural designs associated with chain or franchise buildings (prevalent with restaurants, service stations and retail stores) is strongly discouraged and alternative designs consistent with this design manual may be required.

Noted.

2. Architectural Materials

2.1 COF STANDARD: Buildings shall employ authentic, textured materials, compatible with the traditional Hill Country aesthetic. Highly reflective materials are unacceptable, because of their tendency to create uncomfortable glare conditions.

Noted. The proposed architectural materials and surfaces will meet the specifications described in the standard.

2.2 COF STANDARD: Abide by Historic District Guidelines for preserving historic buildings.

Not applicable.

2.3 COF STANDARD: Use original materials, retain and preserve significant architectural features, ensure the maintenance of the building's historical character. (per Historic Design Guidelines).

Not applicable.

2.4 COF STANDARD: Do not create a false sense of era or appearance with replacement of metal details or features that are not based upon any historical evidence (per Historic Design Guidelines)

Noted. The proposed design and features will meet the specifications described in the standard.

2.5 COF GUIDELINE: Select materials native to the Hill Country, such as cedar, limestone and brown sandstone.

Noted.

2.6 COF GUIDELINE: New developments should choose materials that offer texture and avoid monotonous faces to add visual interest and reduce its apparent scale.

Noted.

3. Architectural Color

3.1 COF STANDARD: Choose colors used traditionally in Fredericksburg such as muted shades of greens, blues, and tans (Historic Design Guidelines).

Noted. Architectural design is pending and will adhere to this standard.

3.2 COF STANDARD: Use color to coordinate façade elements in an overall composition and tie all of the building elements together.

Noted. Architectural design is pending and will adhere to this standard.

3.3 COF STANDARD: Reserve bright colors for accents only. Limit the use of bright colors to no more than 15 percent of the overall exterior building façade.

Noted. Architectural design is pending and will adhere to this standard.

3.4 COF GUIDELINE: Predominant building colors should be of earth tones but may be accented with brighter colors to provide color variation, punctuation, and eclecticism unique to Fredericksburg.

Noted.

4. Architectural Features

4.1 COF STANDARD: Blank or featureless walls will not be approved along parks, plazas, entry corridors or side streets.

Architectural design is pending and will adhere to this standard.

4.2 COF STANDARD: Design buildings with a "human scale" by using architectural enhancements. The building facade facing the parks, plazas, entry corridors or side streets shall have visible, clearly defined customer entrances that include at least three of the following elements: canopies or porticos, overhangs, recesses or projections, arcades, raised cornice parapets over the entrance door, distinctive roof forms, arches, outdoor patios or plazas, display windows, or integral planters.

Architectural design is pending and will adhere to this standard.

4.3 COF STANDARD: Use original materials, retain and preserve significant architectural features, ensure the maintenance of the building's historical character. (Historic Design Guidelines).

Not applicable.

4.4 COF STANDARD: Windows and doors shall be equally spaced and provide rhythm along the façade of the building.

Architectural design is pending and will adhere to this standard.

4.5 COF STANDARD: With exception of historic or potential historic landmarks, at least 40 percent of the ground floor façade facing parks, plazas, entry corridors or side streets shall be constructed of clear and non-tinted windows.

Architectural design is pending and will adhere to this standard.

4.6 COF STANDARD: For any multi-tenant commercial development, a covered arcade/structural canopy shall be provided along the front facade of the building. Arcades are covered walkways connected to the principal building. They should be a minimum of five feet in width and designed to provide covered areas for relief from the weather. Different arcade/structural canopy designs may be used for each individual tenant/business within a multi-tenant commercial development provided that they blend aesthetically with the front facade of the building.

Architectural design is pending and will adhere to this standard.

4.7 COF GUIDELINE: Choose features that fit the scale of the building and its surroundings.

Noted.

4.8 COF GUIDELINE: If a shed roof or flat roof design is used, add a parapet wall to screen the roof.

Noted.

5. Massing & Scale

5.1 COF STANDARD: Break up the front of large retail buildings by dividing it into individual bays 25 to 40 feet wide.

Architectural design is pending and will adhere to this standard.

5.2 COF STANDARD: Use variation in materials, textures, patterns, colors, and details to break down the mass and scale of a building.

Architectural design is pending and will adhere to this standard.

5.3 COF STANDARD: Building mass shall be used that is appropriate to the site. Buildings of the greatest footprint shall be located towards the center of a development where the impact on adjacent uses is the least.

Architectural design is pending and will adhere to this standard.

5.4 COF STANDARD: Each building shall have sufficient facade relief and interruption every 30 feet so as to provide visual architectural interest.

Architectural design is pending and will adhere to this standard.

5.5 COF GUIDELINE: When making transitions to lower density areas, modulate the mass of the building to relate to smaller buildings.

Not applicable.

5.6 COF GUIDELINE: Faux windows and similar details are not appropriate articulation.

Noted.

5.7 COF GUIDELINE: Buildings are encouraged to be contiguously arranged along the street face, and large breaks between buildings in identified development sites should be avoided.

Noted.

6. Signage

6.1 *COF STANDARD: A landscaped base area shall be provided for monument or ground signs appropriate to the mass and height of the sign. All areas within 5 feet of the base of any sign shall be landscaped. The landscaped area may include trees, shrubs, flowering perennials, ornamental tall grass, fountains, water features, decorative stonework, planters, sculpture, and decorative paving.*

Landscaping will be designed to meet this standard. A Landscape Plan will be provided for the City's review and approval during the Construction Document review process.

6.2 *COF GUIDELINE: A minimal number of colors should be used per sign where possible. Bright colors should be reserved for accent only.*

Noted. The design of the signage will adhere to this guideline.

6.3 *COF GUIDELINE: Integrate signs into building and site design so they do not appear as an afterthought.*

It is our intention to locate a monument sign in as effective a manner as possible to advertise the businesses in the building and adhere to this guideline.

6.4 *COF GUIDELINE: Attached signs should be located above the building entrance, storefront opening, or at other locations that are compatible with the architectural features of the building.*

All signage locations will be compatible with, and integrated into, the overall design. All signs will comply with the City of Fredericksburg's Signage ordinances.

7. Building Height

7.1 *COF STANDARD: Use existing height standards from the Zoning Ordinance.*

The tract is zoned C2 – Commercial. The building's height will meet the Zoning Ordinance's maximum of 38-ft.

7.2 *COF GUIDELINE: Work with the existing streetscape and define heights that are appropriate to create a welcoming environment and consistency.*

Noted. The design of the streetscape will create a welcoming environment.

7.3 *COF GUIDELINE: Use building height to define neighborhood and district edges, and to provide a "human scale."*

The building's elevation on S. Adams Street will adhere to the City's ordinances.

7.4 *COF GUIDELINE: Floor to floor heights of a building can have an impact on the mass of the building. Typical ceilings in a residence are 8-9 feet. First floors of office buildings or retail shops can range from 10-15 feet. Upper floors that include residential or office are generally 8-12 feet in height. Actual or implied floor-to-floor heights above 15-20 feet on the exterior should be avoided, as a building may begin to lose its "human scale" appearance.*

Noted.

8. Setbacks & Frontage

8.1 COF STANDARD: Doors and entryways shall be constructed facing the entry corridor and any side streets. Secondary entrances may be constructed to allow convenient access from secondary streets, adjacent buildings, sidewalks, or parking.

Noted. Architectural design is pending and will adhere to this standard.

8.2 COF GUIDELINE: The front door should connect to the sidewalk along the entry corridor.

Noted.

8.3 COF GUIDELINE: In areas adjacent to or near the Historic District, new buildings should match adjacent building setback in order to preserve the Historic District character and to encourage walkability.

Not applicable.

8.4 COF GUIDELINE: A contiguous building arrangement without large breaks between buildings along the street face is encouraged.

Noted.

9. Landscaping

9.1 COF STANDARD: Landscaping, including planting and trees, shall be provided as a buffer between the street and parking area.

Noted. New landscaping will be installed to create the requested buffer between parking and the street. A Landscape Plan will be provided for the City's review and approval during the Construction Document review process.

9.2 COF GUIDELINE: To create a cohesive tree canopy that provides for consistent shade, street trees should be planted a minimum of every 50 feet on center (centered between the curb and sidewalk). The same amount of trees may also be clustered in groups.

Noted.

9.3 COF GUIDELINE: Native, drought tolerant and adapted landscape species should be used to the greatest extent possible.

Noted.

9.4 COF GUIDELINE: A minimum of 50 percent of the plant species should be selected from the approved plant list.

Noted.

9.5 COF GUIDELINE: Minimize impervious coverage to reduce the need for energy and water consumption.

Impervious coverage is 79% (80% is the maximum impervious coverage allowed by the standard).

9.6 COF GUIDELINE: Utilize parks, open spaces and natural areas as buffers between incompatible uses or as a means of maintaining natural viewsheds.

Noted.

9.7 COF GUIDELINE: Planting is preferable to turf within the right-of-way, including spaces between sidewalks and the street. Landscaping between the curb and sidewalk should be no taller than 24 inches tall and trees should be limbed up 7.5 feet above the sidewalk in the sight distance triangle.

Plantings and a conservative amount of turf will be utilized. Plants will conform with height and sight triangle requirements.

9.8 COF GUIDELINE: Every effort should be made to protect underground utilities such as water, sewer, phone and cable from tree or plant roots.

Coordination with subsurface utilities location and tree planting will be considered during the design.

9.9 COF GUIDELINE: Restoration of natural areas is strongly encouraged during new development and, to the extent possible, redevelopment.

Noted.

9.10 COF GUIDELINE: Wherever possible, parks should take advantage of existing mature vegetation by preserving it and incorporating it as a feature of the park to maximize use of shaded areas.

Noted. Mature vegetation will remain on the site where possible.

9.11 COF GUIDELINE: Minimize grading and preserve existing vegetation whenever possible.

Noted. Existing, mature vegetation will be used whenever possible.

9.12 COF GUIDELINE: Landscapes should be irrigated to establish planting and provide the correct water levels to support the long-term growth of landscape. Irrigation systems should use efficient water methods, group planting by similar watering needs, and use moisture sensors to control the use of water.

Noted. Landscape irrigation design is pending.

9.13 COF GUIDELINE: Root barriers should be used in planting areas between the sidewalk and street which are less than 10 feet in width.

Root barriers will be implemented in applicable areas.

10. Lighting

10.1 COF STANDARD: Lighting fixtures should be selected from the International Dark-Sky Association Approved Fixtures.

All lighting will be Dark-Sky compliant.

10.2 COF GUIDELINE: Lighting should be used to provide illumination for the security and safety of on-site areas such as parking, loading/unloading, pedestrian pathways and working areas. Excessive use of lighting fixtures is prohibited.

Noted.

10.3 COF GUIDELINE: Fixture style and location should be compatible with the building's architecture, site design and landscape design. Decorative fixtures are highly recommended and where warranted, may be required. Light fixture style should be consistent throughout the project.

Light fixtures will be chosen to blend with the architectural style of the building.

10.4 COF GUIDELINE: Light fixtures should be located facing away from adjacent sites (particularly residential parcels) so that the light does not spill-over onto abutting properties. Parking and building light fixtures should be cut-off luminaries that have less than 90-degree cut-off so that the light is not emitted horizontally or upward.

Noted.

10.5 COF GUIDELINE: Projects located near residential or open space areas should use low intensity/wattage lights and all lighting is to be extinguished or reduced in intensity 30 minutes after the close of business.

Noted.

10.6 COF GUIDELINE: Off-site street lighting may be required over driveways to provide safe entrances and exits.

Noted.

10.7 COF GUIDELINE: Decorative seasonal lighting encouraged.

Noted.

11. Service Areas

11.1 COF STANDARD: Loading/unloading areas shall be clearly identified by installing no parking signs and/ or striping of the space. The areas must be located in the rear or the sides of the building and shielded so that they are not visible from the street. The size and number of the loading/ unloading areas must be consistent with the requirements of the Zoning Ordinance

There will be a small loading/service area in the covered parking area in the northwest corner of the proposed building. The trash enclosure is in the northwest corner of the tract and will be screened.

11.2 COF GUIDELINE: All trash, recycling and utilities facilities should be visually and acoustically screened from pedestrian rights of way.

The service area will be screened visually and acoustically from pedestrian rights of way and placed away from neighbors.

11.3 COF GUIDELINE: Screening should be achieved through the installation of a wall or fence six foot in height or a height sufficient to obscure the area or equipment, whichever is less.

Noted.

11.4 COF GUIDELINE: Screening may be provided by using a semi-opaque fence, solid vegetative surface or combination of both.

Noted.

11.5 COF GUIDELINE: The height of screening plants should be based on typical plant size within five growing seasons.

Noted.

11.6 COF GUIDELINE: All roof-top equipment should be screened from entry corridors, side streets, plazas and parks.

Noted.

11.7 COF GUIDELINE: It is encouraged to provide a separate waste and recycling unit to encourage environmental sustainability and support efforts to reduce, reuse, and recycle in Fredericksburg. The City of Fredericksburg Recycling Center provides recycling and safe disposal options. Fredericksburg Shines has compiled a list of items that can be recycled along with the location where that recycling occurs.

Noted.

12. Parking & Access

12.1 COF STANDARD: When a property abuts a creek, a 10-foot landscaped buffer shall be provided between the parking lot and the creek, where applicable. Utilize rain gardens and/or plant species that filter toxins between the parking lot and the creek.

Not applicable.

12.2 COF STANDARD: All parking shall comply with the most current American with Disabilities Act (ADA) standards and regulations.

All parking will comply with current ADA guidelines.

12.3 COF STANDARD: Whenever parking areas/drive aisles are connected to adjacent sites; the circulation must provide for similar direction of travel (both vehicular and pedestrian) and parking stalls to reduce conflict at points of connection.

Access to 720 S. Adams will be provided by driveways on neighboring bank properties. The access easement between these driveways will adhere to this standard.

12.4 COF STANDARD: Pedestrian walkways connecting to adjacent development shall be provided.

Pedestrian walkways will be provided connecting adjacent pedestrian access.

12.5 COF STANDARD: A minimum of a 4" diameter tree per 8 parking spaces shall be planted in planting beds located in the corners of parking lots and 'islands.

A total of 70 parking spaces are being provided (four are ADA spaces). At least ten (10) 4-inch diameter trees are shown on the Site Plan in corners and landscaped areas.

12.6 COF STANDARD: Continuous, 5' sidewalks must be provided along the full length of the building featuring customer entrances and along any façade facing public parking areas.

The building has conforming sidewalks around all entries and parking.

12.7 COF GUIDELINE: Parking should be located behind buildings or on the side.

Where possible, the parking design complies with this guideline. The drive-thru porte-cochere and drive aisles limit parking placement on one side and at the rear of the building.

12.8 COF GUIDELINE: Bicycle parking facilities should be provided at all new development that occurs on any street intersection. The design, color, and materials must coordinate with other site elements and must be well-lit for night time uses.

The proposed development is not in an intersection.

12.9 COF GUIDELINE: Parking areas abutting properties residentially used or designated should be separated by a landscape buffer a minimum of 10 feet in width. In addition to landscaping, perimeter earth berms are recommended as an effective way to reduce the visual impact of surface parking lots.

Noted. The parking design complies with this guideline.

12.10 COF GUIDELINE: At least one drive aisle should be designed to provide sufficient emergency vehicle access and maneuverability.

The parking design complies with this emergency vehicle access guideline.

12.11 COF GUIDELINE: Establishments that typically require or generate frequent passenger loading and unloading should provide specifically designated loading/unloading stopping bays. Direct ingress and egress should be provided so that vehicles are not directed into the on-site drive aisles.

There is a bypass drive next to the drive-thru aisle, allowing vehicles to exit the parking area without going through the drive-thru aisle.

12.12 COF GUIDELINE: Parking lots should be located and designed with storm water Best Management Practices to capture, treat and infiltrate storm water.

The parking design complies with this guideline. Please see the next section for more details on stormwater handling.

12.13 COF GUIDELINE: The on-site circulation should be logical and provide convenient, safe and direct flow of pedestrians and vehicles.

Noted. The site design meets this standard.

12.14 COF GUIDELINE: New surface parking areas are discouraged within view of US 290, US 87, SH 16, and FM 965. New parking areas should be situated behind buildings and screened from street views.

Noted.

12.15 COF GUIDELINE: Parking aisles should be arranged to direct pedestrians parallel to moving cars thereby minimizing the need for pedestrians to cross parking aisles and landscape areas. As an alternative, separated pedestrian walkways should be incorporated in the parking lot design.

Noted.

12.16 COF GUIDELINE: Detached parking structures should be architecturally compatible with their setting or be screened by other buildings or by landscaping. If a detached parking structure abuts a street or major pedestrian path, ground floor design should incorporate a façade with storefronts, display windows, bay divisions, and other pedestrian oriented features.

This project does not use detached parking structures.

12.17 COF GUIDELINE: Shared driveways are encouraged.

Shared driveways will be utilized with the banks on the north and south of the proposed building.

13. Drainage & Stormwater

13.1 COF GUIDELINE: LID techniques such as rain barrels, cisterns, raingardens, naturalized landscaping, porous pavement, and roof gardens are encouraged.

Noted. Please see the Drainage Plan attached for directional flow and the location of stormwater detention. Please note that we are proposing the use of permeable pavers in several sections of the parking area.

13.2 COF GUIDELINE: When possible, site stormwater management facilities in parks and open space if there is a benefit to the surrounding area and/or water quality is demonstrated.

Noted.

13.3 COF GUIDELINE: Existing drainage patterns and flows on site should be preserved to the greatest extent possible.

Existing drainage patterns and flows on the site are preserved to the greatest extent possible.

13.4 COF GUIDELINE: Decorative or aesthetically pleasing stormwater mechanisms should be incorporated into stormwater designs to the greatest extent possible.

Noted.

14. Streetscape

14.1 COF STANDARD: Sidewalks along the street right of way must be a minimum of 5 feet wide.

Sidewalks on the site will conform with this requirement.

14.2 COF GUIDELINE: Sidewalks and pedestrian pathways should safely connect from the street to commercial buildings, surrounding residential areas, and parks and open spaces.

Sidewalks and pedestrian pathways will safely connect from the street to the building and other areas of the facility.

14.3 COF GUIDELINE: Seating is encouraged in front of businesses, in public spaces and other instances where appropriate.

A small seating area is planned in the front (east side) of the building.

14.4 COF GUIDELINE: All pedestrian areas should comply with the most current American with Disabilities Act (ADA) standards and regulations. Particular attention should be given to ramps, accessible paths of travel, level landings and handrails.

All pedestrian areas will comply with the current ADA and Texas Accessibility Standards.

14.5 COF GUIDELINE: Create a quality-built environment with the inclusion of amenities such as street furnishing, plantings, art works, and water features to enhance the places that people will walk, gather, or recreate.

The streetscape design will comply with this guideline.

14.6 COF GUIDELINE: Developments adjacent to multi-use trails should provide a direct connection from the trail to the development's internal pedestrian circulation system.

Not applicable.

14.7 COF GUIDELINE: Streetscape furnishing should be made of high-quality materials and be coordinated with the architecture of the building.

The streetscape design will comply with this guideline.

14.8 COF GUIDELINE: To create a cohesive tree canopy for consistent shade, street trees should be planted a minimum of every 50 feet on center (centered between the curb and sidewalk). The same amount of trees may also be clustered in groups.

The streetscape design will comply with this guideline.

-- END OF ENTRY CORRIDOR NARRATIVE --

Sec. 5.460. Review and Evaluation Criteria.

The Planning and Zoning Commission and City Council shall review and evaluate Conditional Use Permit applications using the following criteria:

1. Conformance with applicable regulations and standards established by the Zoning Regulations.
2. Compatibility with existing or permitted uses on abutting sites, in terms of building height, bulk and scale, setbacks and open spaces, landscaping and site development, access and circulation features.
3. Potentially unfavorable affects or impacts on other existing or permitted uses on abutting sites, to the extent such impacts exceed those which reasonably may result from use of the site for a permitted use.
4. Modifications (including variance from property development regulations) to the site plan which would result in increased compatibility, would mitigate potentially unfavorable impacts, would be necessary to conform to applicable regulations and standards and would protect the public health, safety, morals and general welfare.
5. Safety and convenience of vehicular and pedestrian circulation in the vicinity, including traffic reasonably expected to be generated by the proposed use and other uses reasonable and anticipated in the area; existing zoning and land uses in the area.
6. Protection of persons and property from erosion, flood or water damage, fire, noise, glare and similar hazards and impacts.
7. Location, lighting, and type of signs; the relation of signs to traffic control and adverse effect of signs on adjacent properties.
8. Adequacy and convenience of off-street parking and loading facilities.
9. Determination that the proposed use is in accordance with the objectives of these Zoning Regulations and the purposes of the zone in which the site is located.
10. Determination that the proposed use will comply with each of the applicable provisions of these Zoning Regulations.
11. Determination that the proposed use and site development, together with any modifications applicable thereto, will be compatible with existing or permitted uses in the vicinity.
12. Determination that any conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and to ensure compatibility of the proposed use with existing or permitted uses in the same district and the surrounding area.
13. Determination that the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity.

Zoning Application

City of Fredericksburg – Development Services Department

126 W. Main St, Fredericksburg, TX 78624

A. Project Information

Project Name: South Adams St. Commercial

Project Address: 720 S. Adams

Property Tax ID Numbers: 90189

B. Application Type: Appendix A – Fee Schedule

- [ ] Voluntary Annexation - $750.00
- [x] Conditional Use Permit - $500.00
- [ ] Land Use Change - $300.00
- [ ] Zoning Change - $600.00
- [ ] Amendment to existing PUD - $500.00
- [ ] Creation of PUD - $750.00
- [ ] DRC Review Comments - $250

❖ *All applicants will be charged the following fees for the required Public Hearing notifications.*

- [ ] *Public Hearing Newspaper - $150.00*
- [ ] *Public Hearing 200 ft notification letter - $100.00*

C. **Applicant/Owner Information - Property Owner**

Owner Name: Properties of Barons Creek LLC - South Adams Series

Owner Address: [redacted]

Owner Phone Number: [redacted]

Owner Email Address: [redacted]

D. **Applicant**

Applicant Name: Kevin W. Spraggins, PE

Applicant Address: [redacted]

Applicant Phone Number: [redacted]

Applicant Email Address: [redacted]

Applicant's Signature

I hereby certify that the information supplied with this application is true and correct, and that the paper and electronic copies of the materials submitted are consistent with each other, to the best of my knowledge. I also certify, if I am not the owner, that I have authorization from the owner to act on his/her behalf.

Signature: Kevin Spraggins Digitally signed by Kevin Spraggins Date: 2026.02.27 15:49:17 -06'00'

Printed Name: Kevin W. Spraggins

Staff Use Only Application Number:_____ Date: 02-27-2026

ORDINANCE NO. 2 0 2 6 - 18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS, AMENDING APPENDIX B, "ZONING ORDINANCE" OF THE FREDERICKSBURG MUNICIPAL CODE, AS AMENDED, BY GRANTING A CONDITIONAL USE PERMIT TO ALLOW FOR A "DRIVE THROUGH FACILITY" USE AT CERTAIN PROPERTY LOCATED AT 720 SOUTH ADAMS STREET, FREDERICKSBURG, TEXAS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Fredericksburg, Texas (the "City"), is a home rule municipality acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, pursuant to Chapter 211 of the Local Government Code, the City has adopted a comprehensive zoning ordinance, certified as Appendix B of the Fredericksburg Municipal Code, and a comprehensive zoning map, regulating the location and use of buildings, other structures, and land for business, industrial, residential, or other purposes, and providing for a method to amend said ordinance and map for the purpose of promoting public health, safety, morals, and general welfare, all in accordance with a comprehensive plan; and

WHEREAS, in accordance with the Comprehensive Zoning Ordinance, the owner of the property referenced below has filed an application for a Conditional Use Permit for a "Drive Through Facilities" use; and

WHEREAS, public hearings before the Planning and Zoning Commission and the City Council of the City of Fredericksburg have been duly noticed and held regarding such application, as required by the City of Fredericksburg Zoning Ordinance; and

WHEREAS, all requirements of law dealing with notice to other property owners, publication, and all procedural requirements have been complied with in accordance with the comprehensive zoning ordinance and Chapter 211 of the Local Government Code; and

WHEREAS, the City Council of the City does hereby deem it advisable and in the public interest to grant such conditional use permit on the terms and conditions described herein.

DRAFT

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS THAT:

Section 1.

The findings above are found to be true and correct and are incorporated herein.

Section 2.

Appendix B, "Zoning Ordinance," of the Fredericksburg Municipal Code, as amended, is hereby amendment to grant a Conditional Use Permit as shown and described below:

Applicant:	Kevin Spraggins (VEI Engineering)
Property Owner:	Properties of Barons Creek LLC – South Adams Series
Property Address:	720 S. Adams Street, Fredericksburg, TX 78624
Legal Description:	BEING A 1.50 ACRE TRACT, CALLED LOT 3R, IN ROBERT WALTER SUBDIVISION, RECORDED IN VOLUME 4, PAGE 7 OR THE PLAT RECORDS OF GILLESPIE COUNTY, TEXAS
Zoning Change:	The property shall remain located in the C2: Commercial zoning district, and a Conditional Use Permit for a "Drive Thru Facilities" use is hereby granted subject to the terms and conditions provided herein

Section 3.

The zoning districts, boundaries, and uses as herein established have been made in accordance with the comprehensive plan for the purposes of promoting health, safety, morals, and general welfare of the community. They have been designed to lessen congestion in the streets; to secure safety from fire, panic, flood, and other dangers; to provide adequate light and air; to prevent overcrowding of land; to avoid undue concentration of population; and to facilitate the adequate provisions of transportation, water, sewerage, parks, and other public requirements. They have been made after a full and complete hearing with reasonable consideration among other things of the character of the district and its peculiar suitability for the particular uses and with a view of conserving the value of the buildings and encouraging the most appropriate use of land throughout the community.

DRAFT

Section 4.

The use of the property described herein shall be subject to all the applicable regulations contained in the Comprehensive Zoning Ordinance and all other applicable and pertinent ordinances of the City for the zoning district into which they have been assigned.

Section 5.

This Ordinance shall be cumulative of all other provisions of ordinances of the City of Fredericksburg Municipal Code, as amended, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such code, in which event the conflicting provisions of such ordinance and such code are hereby repealed.

Section 6.

Any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine in Section 1-6 of the Fredericksburg Municipal Code. Each day that a violation is permitted to exist shall constitute a separate offense. In addition, any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance may be subjected to such civil penalties as authorized by law.

Section 7.

All rights or remedies of the City are expressly saved as to any and all violations of Appendix B of the Fredericksburg Municipal Code, as amended, or any other ordinance affecting zoning and land use that have accrued at the time of the effective date of this Ordinance and as to such accrued violations and all pending litigation, both civil and criminal, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the Courts.

Section 8.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

DRAFT

Section 9.

The City Secretary of the City of Fredericksburg is hereby directed to publish in the official newspaper of the City the caption and penalty clause of this Ordinance as required by law.

Section 10.

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED on this the 7th day of April 2026.

_____
Jeryl Hoover, Mayor
City of Fredericksburg, Texas

ATTEST:

_____
Letty Vacek, City Secretary

APPROVED AS TO FORM:

_____
Mick McKamie, City Attorney

DRAFT

PLANNING AND ZONING COMMISSION AGENDA MEMO

DEPARTMENT: Public Works and Utilities
TO: Planning and Zoning Commission
FROM: Evan Williamson, Assistant Director of Public Works & Utilities, Sibyl Deckard, Staff Engineer
MEETING DATE: April 1, 2026 **SECTION:** ACTION ITEMS **ITEM:** A.

CAPTION: Consider Amending Section 6.11 "Sidewalks," of Section 6, "Subdivision Design Standards," of Chapter 38, "Subdivision Regulations," of the City of Fredericksburg Code of Ordinances

SUMMARY:

The proposed amendment to the subdivision ordinance regarding sidewalks is intended to respond to new development while the Unified Development Code is in process. The Sidewalk and Trail plan was last updated in 2015. Since then, development has continued. This amendment seeks to provide a more robust ordinance that will reference the Thoroughfare Plan and Commercial Zoning districts. The proposed ordinance amending this section of code is the first attachment to this memo.

The current City sidewalk plan is the second attachment to this memo, labeled Figure 1. The plan includes nearly 46 miles of sidewalk, 26 miles of which have been constructed. The plan proposed sidewalks along key roads and provided connectivity to other locations important to the community, such as schools and parks. Since then, annexations and zoning changes have taken place and a more robust ordinance will ensure the goals of Section A in the code are being met.

Notable changes to the ordinance begin in Section B. Sidewalk Locations. Sidewalk shall be constructed along the frontage of commercially zoned developments. This aligns with the goals of the sidewalk ordinance to provide alternate means of transportation to businesses. The third attachment labeled Figure 2 shows the 2015 sidewalk plan and the commercial zoning districts. Sidewalks shall also be constructed along Collector and Arterial Roads where the additional right-of-way provides room for pedestrian improvements and utilities. The fourth attachment labeled is the Thoroughfare Plan adopted in the 2024 Comprehensive Plan. Sidewalks along Arterial Roads will also be required to be 6 feet wide when at the back of the curb or provide a buffer between the sidewalk and the curb. The amendment also clarifies the adjacent property owner's responsibility for maintaining the right of way. The property owner adjoining the right of way shall be responsible for maintaining ADA compliance and not obstructing pedestrian paths or any other condition that violates City Codes. The City will retain the right to maintain the condition of the sidewalk as necessary.

This amendment requires a recommendation from the Planning and Zoning Commission. City Council will consider the amendment to this ordinance at the April 7th regular meeting.

BACKGROUND:

At the Special City Council Meeting on November 18th 2025, the sidewalk ordinance was identified as needing updates while the UDC is in process. The Comprehensive Plan identified sidewalks as a means of addressing Guilding Principles 1 and 2 in the mobility section of the implementation plan.

STAFF RECOMMENDATION:
Staff recommends the amendments proposed in this ordinance.

ATTACHMENTS:
1. Sidewalks Amending Ordinance 2026-
2. Fredericksburg 2015 Sidewalk Plan
3. Fredericksburg 2015 Sidewalk Plan-Commercial Zones
4. Fredericksburg Comprehensive Plan 2024 - Thoroughfare Plan

APPROVAL/REVIEW:



Date: March 26, 2026

Cliff Cross, Director of Development Services

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS, AMENDING SECTION 6.11 "SIDEWALKS," OF SECTION 6, "SUBDIVISION DESIGN STANDARDS," OF CHAPTER 38, "SUBDIVISION REGULATIONS," OF THE CITY OF FREDERICKSBURG CODE OF ORDINANCES, BY UPDATING REQUIREMENTS FOR SIDEWALK CONSTRUCTION, LOCATION, DESIGN STANDARDS AND MAINTENANCE RESPONSIBILITIES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY FOR VIOLATIONS HEREOF; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Fredericksburg, Texas ("City"), is a home rule municipality acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution, and Chapter 9 of the Local Government Code; and

WHEREAS, the City Council of the City previously adopted subdivision regulations intended to promote orderly growth, safe transportation networks, and pedestrian connectivity; and

WHEREAS, Section 6.11 of the Subdivision Design Regulations currently establishes sidewalk requirements based primarily on the City Sidewalk and Trails Plan; and

WHEREAS, the City Council finds it appropriate and in the best interest of the health, safety, and welfare of the community to supplement sidewalk requirements with clear development standards identifying locations for required sidewalk construction, design, and maintenance, and desires to amend Section 6.11 to accomplish these policy objectives.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS:

SECTION 1.

Section 6.11, "Sidewalks," of Section 6, "Subdivision Design Standards," of Chapter 38, "Subdivision Regulations," of the City of Fredericksburg City Code (the "Code") is hereby amended to read as follows:

"Sec. 6.11. - Sidewalks

A. Sidewalks are required as a part of Plat approval to help the City achieve the following:

1. Promote the mobility, health, safety, and welfare of residents, property owners, and visitors to the City and to implement objectives and strategies of the Comprehensive Plan,
2. Improve the safety of walking by providing separation from motorized transportation and improving travel surfaces for pedestrians,

3. Improve public welfare by providing an alternate means of access to transportation and social interaction, especially for children, other citizens without personal vehicles, or those with disabilities, and
4. Facilitate walking as a means of physical activity.

B. Sidewalk Locations~~and Design Requirements~~: Sidewalks shall be constructed in the following locations:

1. Along collector and arterial roadways, as designated on the City's adopted Thoroughfare Plan;
2. Along the street frontage of property zoned for commercial use;
3. ~~Sidewalks shall be constructed within all new Subdivisions a~~As identified on the City's Sidewalk and Trails Plan.
3. ~~Sidewalks shall be constructed~~ ~~w~~Within the Right-of-Way and along all lots adjoining dedicated streets, along major Arterial Streets where lots do not adjoin the street, across power line easements and in other areas where pedestrian walk ways are necessary.
4. At other locations determined necessary by the City Engineer or required through approved development plans to implement pedestrian connectivity goals and adopted City plans.
5. Routing to clear poles, trees or other obstacles shall be subject to Director of Public Works and Utilities approval.

C. Sidewalk Design Standards: Sidewalks required under this Section shall be designed in accordance with the standards set forth below to ensure uniformity, accessibility, and safe pedestrian travel:

1. The Plat or Construction Plans shall show the location of all proposed sidewalks and shall state at what stage of the project they will be constructed.
2. All sidewalks shall conform to Federal Americans with Disabilities Act (ADA) requirements and barrier-free ramps should be provided for access to the street.
3. Sidewalks along arterial roadways constructed at the back of curb shall have a minimum clear width of six (6) feet.
4. Where sidewalks along arterial roadways are not constructed at the back of a curb, a minimum one-foot buffer between the curb and sidewalk shall be provided.
5. Sidewalk construction shall otherwise comply with City engineering standards, accessibility requirements, and applicable state and federal law.

D. Sidewalk General Construction: Sidewalks required under this Section shall be constructed in accordance with the standards set forth below to ensure uniformity, accessibility, and safe pedestrian travel:

1. Sidewalks shall be constructed by Class "A" concrete and shall have a width of not less than five (5) feet and a minimum thickness of four (4) inches.
2. Sidewalks adjacent to screening walls shall be five (5) feet in width and shall abut the wall, eliminating the landscape area found along the wall, thereby reducing maintenance.

3. Sidewalks shall be constructed one foot (1') from the property line within the street or Arterial Street Right-of-Way and shall extend along the street frontage including the side of corner lots and block ends.
4. Construction of sidewalks adjacent to curbs will be considered where driveway entrances are constructed from the rear of lots on each side of the street for the full length of the block or where Mountable Curbs are installed. In these instances, the sidewalks shall be five feet (5') wide.
5. Sidewalk construction may be delayed until development of lots, but in locations not adjacent to lots and across bridges and culverts, the sidewalk shall be constructed with the other improvements to the Subdivision.
6. The City Sidewalk and Trails Plan and other adopted planning documents may be used to guide implementation and prioritization of pedestrian facilities.

E. Sidewalks in Commercial and Industrial Areas:

1. Sidewalks in commercial and industrial areas shall be a minimum width of five feet (5') or extend from the back of the curb to the building line as required by the City.

F. Sidewalk Escrow Option:

1. In accordance with Section 5.05.E Escrow Policies and Procedures, the City may require or the Developer may petition the City to defer required sidewalk improvements in exchange for a deposit of escrow.

G. Maintenance responsibility: To promote safe and unobstructed pedestrian travel, maintenance responsibilities for sidewalks and adjacent right-of-way areas are established as follows:

1. The owner of property adjoining a public right-of-way containing sidewalks shall be responsible for maintaining sidewalks and the adjacent right-of-way area between the property line and curb or edge of pavement in a clean, safe and unobstructed condition.

2. Maintenance responsibilities include, but are not limited to, repair of damage, removal of obstructions, vegetation control, conformance to Federal Americans with Disabilities Act (ADA) requirements, and correction of conditions that constitute a nuisance under the City Code.

3. Nothing herein limits the City's authority to enforce maintenance requirements or to perform necessary work in accordance with applicable ordinances.

SECTION 2.

This Ordinance shall be cumulative of all provisions of ordinances and of the City of Fredericksburg, Texas City Code except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

SECTION 3.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 4.

That all rights and remedies of the City are expressly saved as to any and all violations of the provisions of the City's Code of Ordinances, as amended, or any other ordinances regarding sidewalk requirements which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance, but may be prosecuted until final disposition by the courts.

SECTION 5.

Any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars ($2,000.00) for each offense.

SECTION 6.

The City Secretary of the City is hereby directed to publish in the official newspaper of the City the caption and penalty clause of this Ordinance, as required by law.

SECTION 7.

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED on this the __day of _____, 2026.

_____
Jeryl Hoover, Mayor

ATTEST:

_____

Leticia Vacek, TRMC/CMC/MMC, City Secretary

APPROVED AS TO FORM:

_____

Mick McKamie, City Attorney

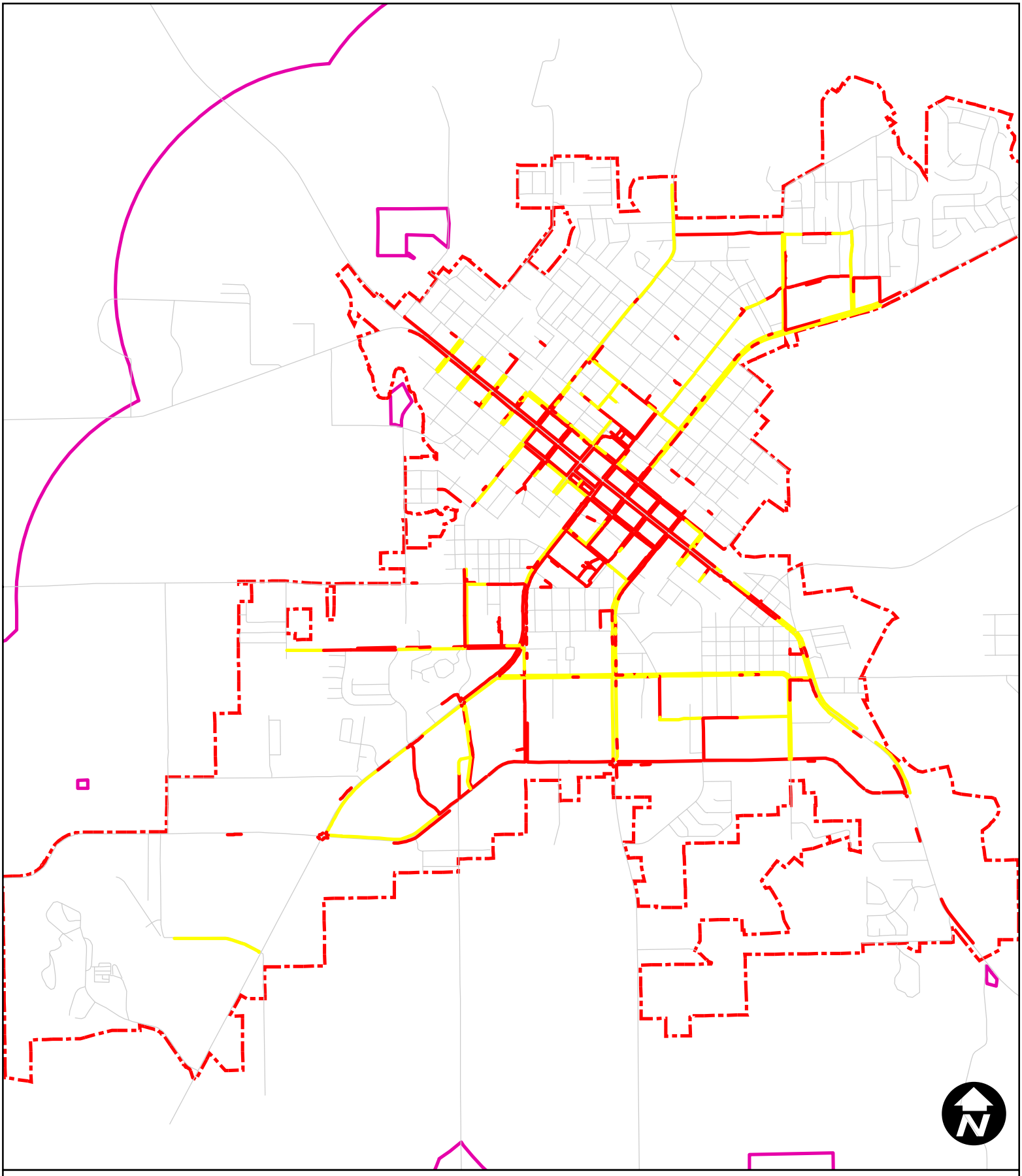


FIGURE 1
City of Fredericksburg
Sidewalk Plan - Adopted 2015

Document Path: M:\ArcMap\Street_Maps\Street_Sidewalks_PortA.mxd

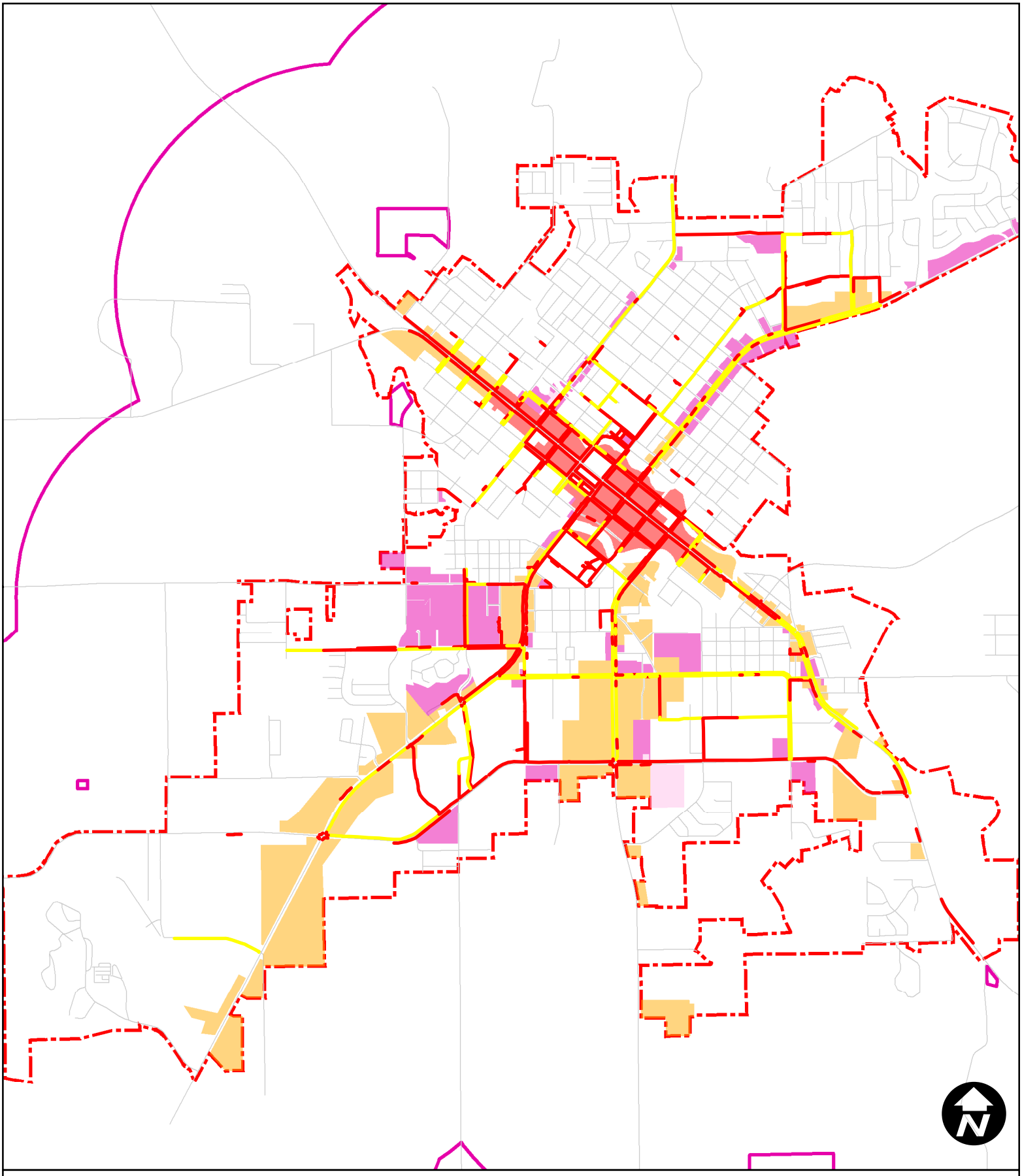
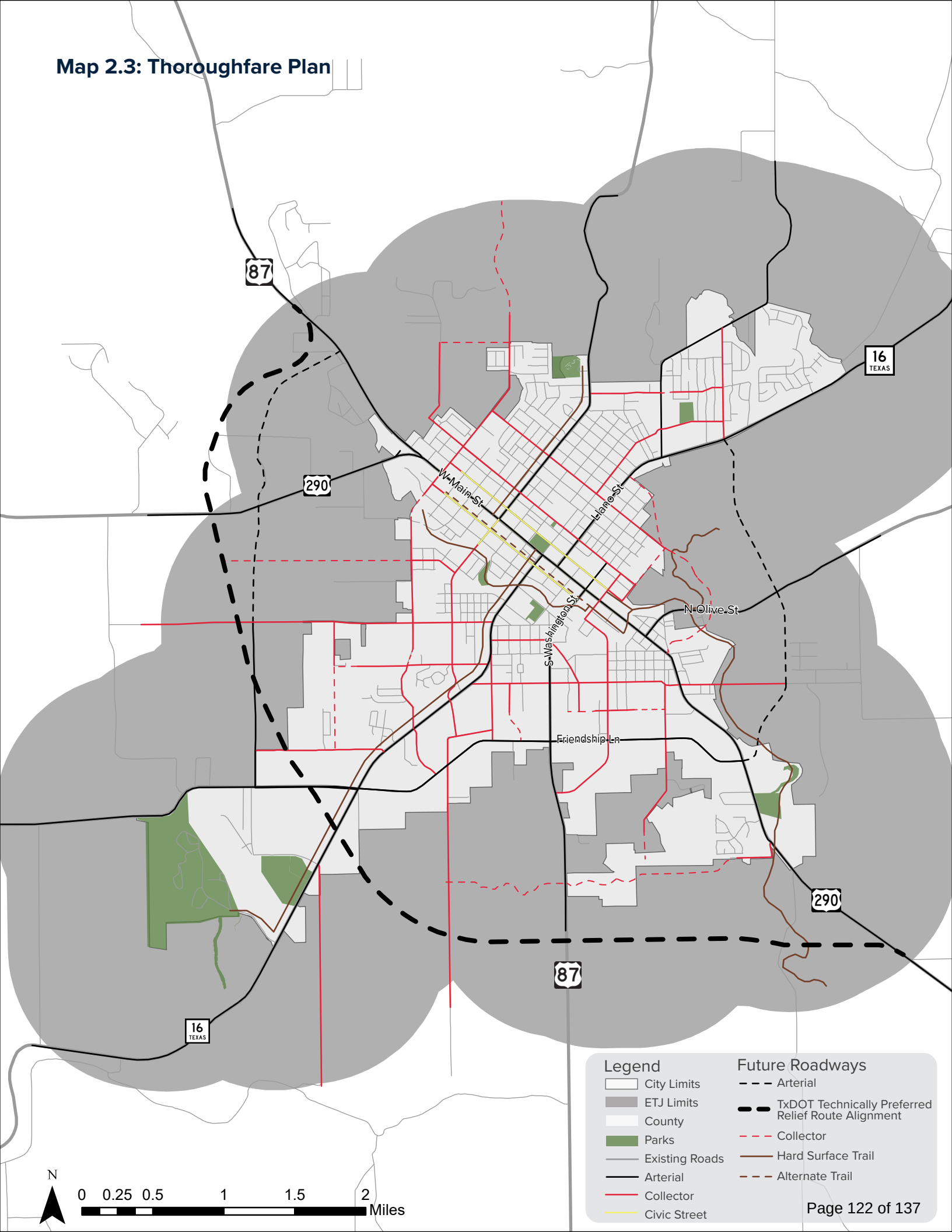


FIGURE 2

City of Fredericksburg Sidewalk Plan - Adopted 2015

Document Path: M:\ArcMap\Street_Maps\Street_Sidewalks_PortA.mxd

Map 2.3: Thoroughfare Plan



LEGEND

- Electrical Manhole
- Fire Hydrant
- Gas Manhole
- Gas Meter
- Guy Anchor
- Iron Pipe Found
- Iron Rod Found
- Iron Rod Set
- Light Pole
- Power Pole
- Sewer Clean-Out
- Sewer Manhole
- Sprinkler Head
- Storm Drain Manhole
- Street Sign
- TBM
- Telephone Manhole
- Telephone Pedestal
- Traverse Point
- Water Meter
- Water Valve
- Blackjack Tree
- Cedar Tree
- Elm Tree
- Mesquite
- Pine Tree
- Post Oak
- Water Oak Tree

+95.05 / 309.12 - Station / Top of Curb Elevation

SD1.01 - Proposed Drainage Structure No.

WA1.01 - Indicates Proposed Water Structure Identifier

WS1.01 - Indicates Proposed Water Service Line Number

SE1.01 - Indicates Proposed Sewer Structure Identifier

SS1.01 - Indicates Proposed Sewer Service Line Number

- Ambulatory Ramp
- Prop. Handicapped Parking Sign
- Straw Bale Barrier
- Inlet Protection
- Prop. Drainage Structure w/Culvert Inlet Protection
- Prop. Inlet / Storm Drain
- Drainage Flow
- Drainage Ditch
- Indicated Drainage Flow w/Straw Bale Barrier
- Prop. Hose Bib
- Pipeline
- Gas Line
- Telephone Cable
- Fiber Optics Cable
- Overhead Electrical Line
- Underground Electric Line
- Underground Utilities
- Ex. Sewer Line w/ size
- Prop. Sewer Line w/ size
- Ex. Water Line w/ size
- Prop. Waterline & Fire Hydrant
- Prop. Silt Fence
- Ex. Ground Contour Line
- Prop. Finish Grade Contour
- Wire Fence
- Chain Link Fence
- Pipe Fence w/ Cable
- Wood Fence
- Subdivision Boundary
- Prop. R.O.W. Line
- Easement Lines

ABBREVIATIONS

BC	BUILDING CORNER	±	PLUS OR MINUS
BM	BENCHMARK	PC	POINT OF CURVATURE
CFS	CUBIC FEET PER SECOND	PRC	POINT OF REVERSE CURVATURE
℄	CENTERLINE	PCC	POINT OF COMPOUND CURVATURE
CMP	CORRUGATED METAL PIPE	PL	PROPERTY LINE
CONC.	CONCRETE	PROP.	PROPOSED
Δ	DELTA	PT	POINT OF TANGENCY
Ø	DIAMETER	P.D.E.	PUBLIC DRAINAGE EASEMENT
DIA	DIAMETER	P.U.E.	PUBLIC UTILITY EASEMENT
DIP	DUCTILE IRON PIPE	PVC	POLYVINYL CHLORIDE
ELEV.	ELEVATION	R	RADIUS
E.O.P.	EDGE OF PAVEMENT	R.O.W.	RIGHT OF WAY
EX.	EXISTING	SD	STORM DRAIN
F.F	FINISHED FLOOR	SF	SQUARE FEET
F.H.	FIRE HYDRANT	SS	SEWER SERVICE
℄	FLOW LINE	S.Y.	SQUARE YARD
FT.	FOOT (FEET)	STA.	STATION
GALV.	GALVANIZED	STD.	STANDARD
H.P.	HIGH POINT	SW	SIDEWALK
HGL	HYDRAULIC GRADE LINE	TBM.	TEMPORARY BENCHMARK
IN.	INCH	TC	TOP OF CURB
L.F.	LINEAR FEET	TG	TOP OF GRATE
L.P.	LOW POINT	TI	TOP OF INLET
MH	MANHOLE	TMH	TOP OF MANHOLE
MIN.	MINIMUM	TP	TOP OF PAVEMENT
MISC.	MISCELLANEOUS	TS	TOP OF SIDEWALK
NG	NATURAL GROUND	TEL.	TELEPHONE
N.T.S.	NOT TO SCALE	VPC	VERTICAL POINT OF CURVATURE
OC	ON CENTER	VPI	VERTICAL POINT OF INTERSECTION
OCEW	ON CENTER EACH WAY	VPT	VERTICAL POINT OF TANGENCY
O.D.	OUTSIDE DIAMETER	WS	WATER SERVICE



Site Plan

SCALE: Hor: 1" = 20'

0 10' 20' 40'

GENERAL NOTES:

1. The contractor shall be responsible for verifying the location of all existing utilities. At least 48-hours prior to beginning construction, the contractor shall contact the following, but not limited to:
   A. Texas 811
   B. City of Fredericksburg
2. Contractor shall field verify all dimensions and grades, proposed and existing, and report any discrepancies to the engineer with a minimum of 72 hours prior notice to the start of construction. By starting construction, the contractor becomes responsible for all existing and proposed conditions, and certifies that all discrepancies with existing or proposed conditions have been reported to the engineer.
3. All construction shall be in accordance with the construction drawings found herein. All testing shall be performed in accordance with the technical specifications.
4. The contractor is responsible for all construction safety. Construction drawings do not include necessary components for construction safety.
5. Locations of existing buried utilities, where shown, is approximated only. Other utilities may be present that are not shown on the construction drawings. The contractor shall be responsible for locating and protecting all buried utilities.
6. The contractor shall be responsible for all storm water pollution prevention associated with this project. The contractor shall use all means necessary to prevent the transportation of sediment from the project site. The contractor shall comply with TCEQ - TPDES storm water requirements.
7. All soil disturbed by construction shall be hydromulch seeded as soon as grading is complete. All slopes equal to or greater than 4:1 that will not be landscaped (i.e. covered with sod or plants) shall be hydromulch seeded and covered with erosion control blanket. The erosion control blanket shall be S75 Single Net Straw Blanket as manufactured by North American Green.
8. All soil not used as part of this project and any and all waste generated by demolition shall become the property and responsibility of the Contractor. The Contractor shall be responsible for the disposal of the material off-site, or as approved by the engineer.

FEMA FLOOD DATA

9. This development is located in Zone X per Flood Insurance Rate Map, Map Number 48171C0269C, effective October 19, 2001.

Impervious Cover:

Existing:
- Building: 5,177 sf
- Concrete Paving: 1,489 sf
- Total: 6,666 sf

Proposed:
- Building: 5,908 sf
- Concrete Paving: 1,489 sf
- Total: 7,397 sf

Analysis:
- Existing % Impervious: 14.04%
- Proposed % Impervious: 15.58%

Proposed Building Addition % Impervious Increase: 1.54%
Proposed Building Addition Impervious Cover Increase: 731 sf

FLOOD ZONE CERTIFICATE

On this date, I performed a search of the Flood Insurance Rate Map (FIRM) for Fredericksburg, Texas, (Map #48171C0269C, effective 10/19/2001) concerning the possible flood status of the above referenced property.

I certify that the site and building do not lie within a special flood hazard area.

Certified this 6th day of March, 2026.

By: _____
Daniel R. Wetzel, P.E.

THESE PLANS DO NOT INCLUDE THE NECESSARY COMPONENTS FOR CONSTRUCTION SAFETY.

NOTE: LOCATION OF EXISTING BURIED UTILITIES, WHERE SHOWN, IS APPROXIMATE ONLY. THERE MAY EXIST UTILITIES WHICH ARE NOT SHOWN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING AND PROTECTING ALL BURIED UTILITIES.

STATE OF TEXAS
Daniel R. Wetzel
117244
REGISTERED PROFESSIONAL ENGINEER
Daniel R. Wetzel, P.E.
03-06-26

ISSUED FOR BIDDING AND CONSTRUCTION WITH PERMIT AND APPROVAL FROM CITY OF FREDERICKSBURG

PERMIT #:_____

DATE: 03-06-26
DRAWN BY: DRW
DESIGNED BY: DRW
CHECKED BY: DRW

REVISIONS

CENTERLINE
TBPE Reg. No. F-16713
TBPLS Reg. No 10194378
8312 Upland Ave.
Lubbock, TX 79424 (806) 470 - 8686

SITE PLAN

La Posada Addition

LOT 2AR-3 GRETCHEN NUGENT SUBDIVISION
111 FM 2093, FREDERICKSBURG, GILLESPIE COUNTY, TEXAS

SHEET NO.
1
OF 1 SHEETS

March 16, 2026

RE: SP-2602, Review Comments for the La Posada Site Plan located at 111 FM2093, Fredericksburg, Texas, 78624

Dear Mason Gramling,

Please review the following comments and address appropriately. Please provide a written response as to how the items are addressed in addition to the revised Plan by **Monday, March 23, 2026.**

This item will require Planning and Zoning review, the next P&Z meeting will be held on April 1, 2026.

Plans will not be reviewed or considered without a response sheet.

Planning Comments:

1. Provide a brief description of the proposed use, including information pertinent to the review and evaluation criteria in Section 7.131 in the form of a narrative.
2. The number of existing and proposed off-street parking and loading spaces and a calculation of applicable minimum requirements.
3. The location and size of proposed signs.
4. Proposed exterior lighting including fixture type.
5. The location of existing and proposed improvements including parking and loading areas, pedestrian and vehicular access, utility or service areas, fencing and screening and lighting.
6. The location and size of the existing and proposed landscape areas.
7. Provisions for handicapped access.
8. The height and intended use of existing and proposed buildings on the site, and the approximate location of existing buildings on abutting sites within fifty (50) feet.
9. Location of solid waste container which requires screening.

Engineering Comments:

1. Please provide current TxDOT approval of the driveway.
2. Please have the engineer verify that the impervious coverage and existing pond meets the City of Fredericksburg's stormwater control ordinance.

For information regarding these comments please contact Jan Musgrove with Development Services at 830-990-2079 or jmusgrove@fbgtx.org

Please feel free to contact me with any comments or questions, and I will be happy to assist you.

Jan Musgrove

Jan Musgrove, Planner 1
Development Review Committee (DRC)

I hereby acknowledge that the items listed above are included with this submittal and that any items not included with this application will result in this application being deemed incomplete and returned without review or scheduled for the upcoming meeting dates.

Owner/Agent: [redacted]

Date: 3/11/26

Printed Name: [redacted]

STAFF USE:

Application received: _____

Fee: _____

Application #: _____

Welcome and thank you for your interest in developing in Fredericksburg, Texas

The City of Fredericksburg's Development Services department's goal is to make the process clearer and easier to navigate, to provide answers to commonly asked questions, and to explain how these various steps and requirements are related to your project.

City staff can provide guidance and answer any additional questions should they arise. Contact information for key departments is also included in the package provided.

We look forward to working with you.

Development Services Department

Cliff Cross, Director of Development Services

Development Process in Fredericksburg, Texas

1. **Initial Planning and Research**
   - Attend a free DRC meeting where you will be able to ask questions of all members of city staff that could impact on your project. Held every Thursday in the afternoon, appointments are required.
2. **Development Approval and Submission of Site Plan, Plat or zoning requests**
   - Process takes 30 to 45 days
   - Submit applications to Development Services
   - Obtain necessary board approvals and/or zoning approvals
3. **Construction**
   - Submit for required building permits through MGO
   - Process takes 45-60 days
4. **Inspections and CO Handover**
   - Conduct all required inspections
   - After all departments have done their inspections, the building department will issue the Certificate of Occupancy

SITE PLAN/ENTRY CORRIDOR/OFF STREET PARKING APPLICATION

All items on the attached Site Plan Checklist must be submitted with a complete application. Email all documents to jmusgrove@fbgtx.org.

A. Project Information

Project Name: La Posada Job #3

Project Address: 111 FM-2093, Fredericksburg Tx, 78624

Parcel ID Numbers: _____

B. Application Type: Check all that apply

- [ ] Administrative Site Plan - $400.00
- [x] P&Z Site Plan - $500.00
- [ ] Entry Corridor Design Guidelines and Standards - $100.00
- [ ] Off-Site Parking Agreement - $200.00
- [x] DRC Review comments - $250

C. Applicant/Owner Information

Property Owner

Owner Name: [redacted] Popp

Owner Address: 149 FM-2093, Fredericksburg Tx, 78624

Owner Phone Number: (830) 456-3281

Owner Email Address: [redacted]

Applicant

Applicant Name: [redacted]

Applicant Address:

Applicant Phone N

Applicant Email A

Applicant's Signature

I hereby certify that the information supplied with this application is true and correct, and that the paper and electronic copies of the materials submitted are consistent with each other, to the best of my knowledge. I also certify, if I am not the owner, that I have authorization from the owner to act on his/her behalf.

Signature: [redacted] _____

Printed Name: _____ [redacted] _____

Staff Use Only Application Number:_____ Date:_____

Required Checklist Items Included:_____

SITE PLAN CHECKLIST

This form and all required exhibits must be included with the Site Plan and Entry Corridor application.

- ☐ Provide a brief description of the proposed use, including information pertinent to the review and evaluation criteria stated in **Section 7.131** in the form of a narrative.
- ☐ The site plan shall be drawn to scale and include dimensions as necessary to show. the following:
- ☐ The date, scale, north point, title, name of owner and name of person preparing the Site Plan.
- ☐ Zoning summary, including type, minimum and actual lot size, setbacks, maximum and actual building height, building coverage and impervious coverage. **Section 7.131**
- ☐ Address and legal description of property **Section 7.131**
- ☐ Show and dimension requested access to public roadways and provide plans for access Management. **Section 7.131**
- ☐ The location of existing and proposed improvements including parking and loading areas, pedestrian and vehicular access and utility or service areas. **Section 7.131** The location of existing and proposed fencing and screening. **Section 7.940**
- ☐ Location and size of existing and proposed streets and alleys **Section 7.131** dimension of boundary lines, easements, and required yards and setbacks of all existing and proposed buildings and land improvements and the height and intended use of existing and proposed buildings on site, and approximate locations of buildings on abutting sites within 50 **Section 7.131**
- ☐ Proposed exterior lighting, including fixture type. **Article XV- Outdoor Lighting**
- ☐ The number of existing and proposed parking and loading spaces, and a calculation of applicable minimum requirements. **Section 7.860**
- ☐ Landscaping, including location, size, and species of existing trees on site, square footage of all proposed landscape areas. **Section 7.920**
- ☐ The location of signs. **Chapter 29**
- ☐ Provide existing and proposed topography and grading (5' minimum contour intervals), and erosion control measures. **Section 7.131**
- ☐ Solid waste container, which requires screening. **Section 7.980**
- ☐ Proposed and existing water, sewer, and electric utilities. **Section 7.131**
- ☐ Visibility triangle at street intersections and driveways. **Section 7.131**
- ☐ Fire Lanes and fire hydrant. **Section 7.131**
- ☐ Provisions for handicapped access. **Section 7.131**
- ☐ On sites affected by the 100-year floodplain, impervious coverage and building coverage are based on the area outside the floodplain. Provide calculations accordingly.
- ☐ Applicable Fee
- ☐ PDF copies emailed to **jmusgrove@fbgtx.org**

Note: Staff or the Planning and Zoning Commission may require modification of a Site Plan as a prerequisite for approval. Section. 7.132

I hereby acknowledge that the items listed above are included with this submittal and that any items not included with this application will result in this application being deemed incomplete and returned without review or scheduled for the upcoming meeting dates.

Owner/Agent Signature: [redacted]

Date: 3/11/26

Printed Name: [redacted]

STAFF USE

Application Received Date: _____ **Fee:** _____

Application #: _____

ENTRY CORRIDOR CHECKLIST

The Entry Corridor Design Standards apply to properties adjacent to designated Entry Corridors (US Hwy 290 E & W, State Hwy 16 N & S, RR 965 and 87 N & S)

The Standards or Guidelines shall apply only to the extent of construction, or development under the purview of the permit, site plan or zoning application. Entry Corridor Design Standards & Guidelines

A landowner or developer must follow the Standards and Guidelines concurrent with a zone change, a use category change or issuance of one of the following permits. Check all that apply.

- [ ] Building
- [ ] Sign
- [ ] Street and sidewalk construction
- [ ] Conditional use permit
- [X] Site plan review
- [ ] Platting
- [ ] Placement in the public right of way
- [ ] Temporary use permit

This form and all required exhibits must be included with the Site Plan and Entry Corridor application. Completion of appropriate application noted above and fee.

- [ ] Drawings that adequately show how all proposed elevations meet requirements for: Sec. 1- Architectural Style, Sec 2 – Architectural Materials, Sec 3- Architectural Colors, Sec 4– Architectural Features, Sec 5 – Massing and Scale, Sec 6 – Signage, Sec 7- Building Height. **Design Standards**
- [x] Site plan showing following requirements: Sec 8 – Setbacks, Sec 9 - Landscaping, Sec 10 – Lighting, Sec 11 – Service Areas Sec 12 -Parking, Sec 13- Drainage, Sec 14- Streetscape. **Design Standards**
- [ ] Narrative describing complete scope of work and how each Standard and Guidelines is. met or not applicable.
- [x] PDF copies emailed to **jmusgrove@fbgtx.org**

Note: Additional information may be required to complete review of proposed project by the Planning and Zoning Commission.

I hereby acknowledge that the items listed above are included with this submittal and that any items not included with this application will result in this application being deemed incomplete and returned without review or scheduled for the upcoming meeting dates.

Owner/Agent: [redacted]

Date: 3/11/26

Printed Name: [redacted]

STAFF USE:

Application received: _____

Fee: _____

Application #: _____

City of Fredericksburg Development Review Committee Timeline

Process, timeline, and variables. Please be advised that every project is unique and may require additional review.

30 Day Timeline

Pre-App Meeting

(Required)

Development Review Committee

Development App Submission

Site Plans, Plats, Zoning Cases

Admin Review

Staff provides Comments after 2-week review

(Comments provided on the 3rd Monday)

Applicant submits Response to Comments

(Due one week from Staffs Comments)

Decision

Planning and Zoning or Admin

City Staff provides preliminary feedback

- Development Assesment
- Project Assignment

Development Review

Fire Marshall Review

Building Official Review

Engineering Review

Health Review

Applicants are often required to provide revisions at the request of City Staff. Staff level revisions typically take 2 weeks.

DEVELOPMENT REVIEW COMMITTEE

CONTACT INFORMATION

City of Fredericksburg
126 West Main Street
Fredericksburg, TX 78624
Phone (830)997-7521
Fax (830)997-7521
www.fbgtx.org

NAME	DEPARTMENT	TITLE	PHONE	EMAIL
Cliff Cross	Development Services	Director of Development Services	830-990-2026	ccross@fbgtx.org
Susana Huerta	Development Services	Asst. Director of Development Services	830-990-2013	shuerta@fbgtx.org
Janet Musgrove	Development Services	Planner 1	830-990-2079	jmusgrove@fbgtx.org
Michael Erwin	Development Services	Building Official	830-990-2038	merwin@fbgtx.org
Jeanette Sanchez	Development Services	Building Services Coordinator	830-990-2056	permits@fbgtx.org
Evan Williamson, P.E.,	Engineering & Public Works	Assistant Director of Public Works and Utilities	830-990-2009	ewilliamson@fbgtx.org
Sibyl Deckard, P.E.	Engineering & Public Works	Staff Engineer	830-997-7521	sdeckard@fbgtx.org
Tim Lehmberg	Economic Development (EDC)	Director of EDC	830-997-6523	edc@fbgtx.org
Reagan Rabke	Fire Department	Fire Marshal	830-990-2024	rrabke@fbgtx.org
Kelli Olfers, R.S.	Gillespie County Health Division	Director of Gillespie County Health	830-997-7521	kolfers@fbgtx.org
Melissa Eckert, P.E., CFM	Gillespie County	County Engineer	830-307-6196	meckert@gillespiecounty.org
Sheryl Sutton	Gillespie Country	Sanitation/Floodplain Designated Representative	830-997-8191	ossf@gillespiecounty.org
Paul Babb	Underground Water Conservation	General Manager	830-997-4472	hcuwcd@austin.rr.com
Brad Phipps	Texas Department of Transportation	Assistant Supervisor Fredericksburg Maintenance	830-997-4361	brad.phipps@txdot.gov

The Development Review Committee is a service offered by the City of Fredericksburg and allows for an opportunity for citizens to discuss potential development projects with a committee assembled from multiple development-related City divisions.

Contact Form Updated Septemnber 2025

TEXAS PARTNERS BANK
1900 NW Loop 410
San Antonio, TX 78213

10438

30-2564/1140
01

CHECK ARMOR

GRAMCO CONSTRUCTION, LLC
JOB #3
48 WORTH DRIVE
BOERNE, TX 78006

03/10/2026

PAY TO THE ORDER OF

$ **750.00

City Of Fredericksburg

Seven hundred fifty and 00/100********** DOLLARS

[redacted]

126 W Main Street
Fredericksburg, Tx 78624 US

MEMO

[redacted]

AUTHORIZED SIGNATURE

MP

Photo Safe Deposit®

Details on Back.

⑈010438⑈ ⑆114025641⑆00050261 74⑈

GRAMCO CONSTRUCTION, LLC JOB #3 10438

03/10/2026 City Of Fredericksburg

Date	Type	Reference	Original Amount	Balance Due	Payment
03/10/2026	Bill	[redacted]	750.00	750.00	750.00
		Check Amount			750.00

Job #3-6174 - 750.00