The City of Fredericksburg Planning and Zoning will meet in a regular session on Wednesday, October 7, 2020, at 5:30 p.m. This meeting will be held remotely via Zoom Teleconferencing, and in person at the Gillespie County Law Enforcement Center, 1601 E. Main St. Fredericksburg TX, 78624.

Members of the public may attend the meeting in person or remotely by web or telephone via Zoom Teleconferencing (see details below). These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

Members of the public may join the Zoom Meeting by one of the following:
By web: Please click the link below to join the meeting:
https://us02web.zoom.us/j/89091425336

Or iPhone one-tap:
US: +13462487799,953008868# or +16699006833,953008868#

Or Telephone: Dial (for higher quality, dial a number based on your current location):
US: (346) 248 7799 or (669) 900 6833 or (253) 215 8782 or (301) 715 8592 or
(312) 626 6799 or (929) 205 6099 or Toll Free at (877) 853 5247 or (888) 788 0099
(Please turn off all pagers and phones, except emergency on-call personnel.)

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MEETING MINUTES
   September 2020 regular meeting minutes

4. PUBLIC COMMENTS
   During the COVID-19 pandemic, the City of Fredericksburg is allowing public comments to be submitted remotely, by 2:00 p.m. on OCTOBER 7, 2020, using any of the following methods:

   Email your comments to scollier@fbgtx.org; or

   Complete a Citizen Comment Form located inside the Public Access entrance at 126 W. Main St, Fredericksburg, Texas, and place in the box marked Citizen Comment Form.
The Planning and Zoning Commission (P&Z) welcomes public comments concerning items on this agenda. Each member of the public who desires to address the P&Z regarding an item on this agenda is required to sign up to speak, prior to the start of the meeting. All public comments shall be limited to discussion of items on this agenda and shall be limited to 3-minutes in duration. At the discretion of the P&Z Chair, or upon an affirmative vote of the P&Z, the public comment time limit applicable to all speakers may be lengthened or shortened as required to allow the P&Z to complete its legislative agenda. Persons addressing the P&Z are prohibited from trading time with other speakers or reserving of time.

5. PUBLIC HEARING

A. Consider Z-2014 – Request by Zachary Hoerster for a Conditional Use Permit per section 3.220 of the Zoning Ordinance to operate a Medical Office on a CBD Zoned property located at 520 W. Main Street.

6. ACTION ITEMS

A. Receive recommendation and consider (Z-2014)

B. Consider SP-2012 – Request by Thomas Duval on behalf of The Reserve at Vineyard Oaks for a Multi-Family Apartment Complex located at the North West Corner of South Eagle Street and Friendship Lane.

C. Consider initiation of a text amendment to the City’s Zoning Ordinance related to the definition of a Bed and Breakfast unit and regulation of same.

8. ADJOURN

This is to certify that I, Shelby Collier, posted this Agenda before 5:00 PM. on October 2, 2020 on the entrance door and bulletin board at the City of Fredericksburg City Hall, 126 W. Main St., Fredericksburg, Texas.

__________________________________________
Shelby Collier,
Development Coordinator
On this the 9th day of SEPTEMBER 2020 the PLANNING AND ZONING COMMISSION convened in regular Session at the Law Enforcement Center with the following members present to constitute a quorum:

PRESENT:
JANICE MENKING
JIM JARREAU
JEFF LAWRENCE
DARYL WHITWORTH
TIM DOOLEY
STEVE THOMAS
JILL TABOR

ABSENT:
BRENDA SEGNER
CHRIS KAISER

ALSO, PRESENT:
BRIAN JORDAN – Director of Development Services
DANIEL JONES – City Attorney
SHELBY COLLIER – Development Coordinator

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

MINUTES

Jim Jarreau moved to approve the minutes of the August 2020 meeting and Steve Thomas seconded the motion. All voted in favor and the motion carried.

PUBLIC HEARING

Consider Z-2013 – Request by Neil Eckert for a Conditional Use Permit to enlarge the legal non-conforming use of a Veterinary Clinic (section 6.110 of the Zoning Ordinance) at property located at 1203 N. Llano.

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

Barry Wagner, Architect for the project, presented the application on behalf of Neil Eckert. He explained to the Commission that it was the Applicants desire to add an addition to the existing veterinary clinic, to do this he will need a Conditional Use Permit.

Motion to close Public Hearing made by Jim Jarreau seconded by Daryl Whitworth. All voted in favor and the motion carried.

Brian Jordan, Director of Development, stated the applicant intends to build an addition to the current clinic building and enlarge the barn to continue to provide veterinary services that comply with current regulations for animal care and accessibility. The proposed 3010 square foot addition will house a new waiting room, restrooms, staff breakroom, offices, and exam rooms. The existing building will be remodeled for surgical areas, cat and dog kennel spaces and other support spaces.

The proposed 2770 square foot addition to the existing barn will provide larger covered pens and storage for large animals.
Section 6.110 of the Zoning Ordinance requires a Conditional Use Permit for the expansion of a non-conforming use in a commercial zoning district. Staff recommends approval.

Jim Jarreau made a motion to recommend Approval for Application Z-2013 per Staff Recommendation. Steve Thomas seconded the motion. All voted in favor and the motion carried.

**ACTION ITEM**

Consider EC-20-05 – Request by Neil Eckert to consider Entry Corridor Design Standards for property located at 1203 N. Llano Street.

Barry Wagner, Architect for the project, presented the application on behalf of Neil Eckert.

Brian Jordan, Director of Development, stated Staff has reviewed the project for compliance with the Entry Corridor standards and guidelines. Appropriate measures have been taken for this project to comply.

Jim Jarreau made a motion to Approve Application EC-20-05 per Staff Recommendation. Steve Thomas seconded the motion. All voted in favor and the motion carried.

Consider EC-20-06 – Request by Denis O’Leary to consider Entry Corridor Design Standards for property located at 103 Heritage Hills Drive.

Denis O’Leary presented the application. He stated he is requesting to build two buildings on property located at 103 Heritage Hills to be used as Medical Offices.

Brian Jordan, Director of Development, stated the proposed project has been reviewed for compliance with our Entry Corridor Standards and Guidelines. Appropriate measures have been taken for this project to comply. Staff recommends Approval.

Daryl Whitworth made a motion to Approve Application EC-20-06. Jill Tabor seconded the motion. All voted in favor and the motion carried.

**MISCELLANEOUS**

Brian Jordan, Director of Development, discussed the upcoming APA conference with the Commission. The conference will be virtual this year due to Covid-19 which provides the Commission an opportunity to participate in the training sessions without the need to travel.

An update on the previously discussed Conditional Use Permit (CUP) for 206 N. Milam was provided. Brian Jordan stated City Council approved the CUP with conditions separate from what the Commission recommended in August of 2020.

**ADJOURN**

With nothing further to come before the Commission, Jim Jarreau moved to adjourn. Seconded by Jeff Lawrence. All voted in favor and the meeting was adjourned at 6:05 p.m.

**PASSED AND APPROVED this 7th day of October 2020.**
CONDITIONAL USE PERMIT BRIEF
Request Z-2014

Applicant: Barry Wagner, AIA on behalf of Zachary Hoerster DDS and Andria Hoerster

Location: 520 W. Main Street

Existing Zoning: CBD, Central Business District

Request: Conditional Use Permit for Medical Services (Dental Office) in the CBD Zoning District

Site Plan Overview:

- The applicant intends to reconfigure the space within the building at 520 W. Main Street to incorporate a dental office and professional office.
- The existing building contains approximately 2928 square feet. The proposed dentist office will contain 2,179 square feet and the professional office will be 749 square feet.
- Section 3.220 of the Zoning Ordinance requires a Conditional Use Permit for the proposed Medical Service use.
- The site is approximately 0.46 acres.
- Access to the property is from W. Main Street and is shared with the adjoining property.
- Parking spaces are provided on the east side of the building and to the rear of the building.
- The surrounding zoning is R-2 to the north and CBD to the east, south and west.
- Surrounding land uses include residential to the north, and commercial to the east, south and west.

Review and Evaluation Criteria:

A. CONFORMANCE WITH APPLICABLE REGULATIONS:

- The site complies with current regulations.

B. COMPATIBILITY WITH EXISTING OR PERMITTED USES IN ABUTTING SITES:

- The existing use of the property has been established for several years and we do not expect the proposed dental office to have an effect on adjacent properties.

C. POTENTIALLY UNFAVORABLE EFFECTS OR IMPACTS ON OTHER EXISTING OR PERMITTED USES ON ABUTTING PROPERTY:

- We do not anticipate unfavorable effects on adjoining properties from this use.

D. MODIFICATIONS TO THE SITE PLAN WHICH WOULD RESULT IN INCREASED COMPATIBILITY AND WOULD MITIGATE POTENTIALLY UNFAVORABLE IMPACTS:

- None.
E. SAFETY AND CONVENIENCE OF VEHICULAR AND PEDESTRIAN CIRCULATION IN THE VICINITY:

• Drive access into this property will remain the same and is shared with the adjoining property.

F. PROTECTION OF PERSONS AND PROPERTY FROM EROSION, FLOOD OR WATER DAMAGE, FIRE, NOISE, GLARE:

• NA

G. LOCATION OF LIGHTING AND TYPE OF SIGNS; THE RELATION OF SIGNS TO TRAFFIC CONTROL AND ADVERSE EFFECTS OF SIGNS ON ADJACENT PROPERTIES:

• No specific detail provided on exterior lighting. All exterior lighting shall be shielded and ordinance compliant.

H. ADEQUACY AND CONVENIENCE OF OFF-STREET PARKING AND LOADING FACILITIES:

• Sufficient parking is provided based on the code. The parking spaces shown to the rear of the building are not compliant with current City standards. The applicant has stated these parking spaces will comply with City standards.

I. DETERMINATION THAT THE PROPOSED USE IS IN ACCORDANCE WITH THE OBJECTIVES OF THESE ZONING REGULATIONS AND PURPOSES OF THE ZONE IN WHICH THE SITE IS LOCATED:

• Affirmative.

J. DETERMINATION THAT THE PROPOSED USE WILL COMPLY WITH EACH OF THE APPLICABLE PROVISIONS OF THE ZONING ORDINANCE:

• Affirmative.

K. 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:

• Affirmative.
L. 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:

- No additional changes are recommended.

M. DETERMINATION THAT THE PROPOSED USE TOGETHER WITH THE CONDITIONS APPLICABLE THERETO, WILL NOT BE DETRIMENTAL TO THE PUBLIC HEALTH, SAFETY, OR WELFARE OR MATERALLY INJURIOUS TO PROPERTIES OR IMPROVEMENTS IN THE VICINITY:

- No additional changes are recommended.

OPPOSITION/SUPPORT OF REQUEST: No comments received to date.

STAFF RECOMMENDATION: Approval is recommended, conditioned upon:

1. All parking spaces meeting current City standards.
2. A handicap accessible route being provided between the public sidewalk and the building entrance.
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<td>BEHREND GARAGE INC</td>
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SITE PLAN
BACKGROUND INFORMATION
October 7, 2020

File Number: SP 2012
Address/Location: Intersection of S. Eagle Street and Friendship Lane
Applicant: Thomas Duvall, PE of DAVCAR Engineering on behalf of MacDonald Companies, Inc.
Project Description: The Reserve at Vineyard Oaks apartment project.
Site Area: Approximately 11.37 acres
Zoning: A portion of the property is zoned C-1, Neighborhood Commercial and a portion is zoned R-2, Mixed Residential (both districts permit apartments).

Adjacent Land Uses/Zoning:
North: Undeveloped land and scattered single family residential, zoned R-1 and R-2.
West: Undeveloped land and scattered single family residential, zoned R-2
East: First Baptist Church, zoned R-1
South: Undeveloped land, zoned R-2

Building: 12 apartment buildings plus clubhouse/leasing office – 193,496 square feet total.

Building Height: Apartment buildings – 2-story
Clubhouse/leasing office – 1-story

Building Coverage: 21.1% (50% maximum)

Impervious Coverage: 50.2% (65% maximum)

Unit Configuration: 1 Bedroom Units – 48
2 Bedroom Units – 56
3 Bedroom Units – 48
Total Units - 152

Site Access: Primary access will be provided on S. Eagle Street, near the drive into the First Baptist Church. Secondary access will be provided via an extension of Sunrise Street on the north side of the property.

Parking Required: 1 Bedroom Unit – 1.5 spaces per unit = 72 spaces
2 Bedroom Units – 2 spaces per unit = 112 spaces
3 Bedroom Units – 2 spaces per unit = 96 spaces
Clubhouse/Leasing Office – 11 spaces
Total space required/provided – 291 spaces

**Landscaping:**

The site currently contains a few relatively large Post Oak Trees. The applicant is proposing to remove several trees and preserving a number of trees. A tree survey has been provided to show the trees being retained and removed.

**Sidewalk:**

A public sidewalk is proposed on S. Eagle Street and the extension of Sunrise Street.

**Screening:**

All trash containers and service areas are proposed to be screened. Perimeter screening is being provided on the west side of the project.

**Lighting:**

Exterior lighting to be ordinance compliant.

**Utilities:**

Water and sanitary sewer are available to serve the site.

**Detention:**

Stormwater detention is being provided near the intersection of S. Eagle Street and Friendship Lane. Final detention plans are subject to construction plan approval.

**Park Dedication Ordinance:**

The Park Dedication Ordinance will apply to this development. Fees will be applied in lieu of the dedication of land. Fees shall be paid at the time of building permit issuance.

**Fire Protection:**

The Fire Marshall has reviewed the Site Plan and has approved the plan as proposed.

**Recommendation:**

Approval, conditioned upon approval of a Landscape Plan for the additional area being developed.
Memo

To: Planning and Zoning Commission
From: Brian Jordan, AICP
Date: 10/2/2020
Re: Short Term Rental Definition

I just discovered that we may have a discrepancy in the definition of a short-term rental as defined in Section 23-101 of the Code of Ordinances and the provisions noted in the R-1 zoning district.

Specifically, the definition states "one or more habitable rooms forming a single habitable division within a short term rental, or an entire undivided Short Term Rental, which is advertised to be occupied, is occupied, or is intended to be occupied by a single party of guests under a single reservation and/or single rental payment".

However, the R-1 district states that under a B&B compliance use permit, that the "use is allowed in rooms of property owner’s principal residence with no limit as to number of units up to eight", or if the property is not the owner’s principal residence, then Bed and Breakfast use is limited to one rental unit OR one separate guest house if the lot is 10,000 square feet or more.

The original ordinance (before modified in 2018) stated that a Bed and Breakfast was defined as “tourist lodging services within rooms of the property owner’s principal residence, or one separate guest house.

My point is that in the R-1 zone, the intent was that we would allow an owner who resided on the property as their principal residence, be allowed to use rooms within their residence for rental purposes, but limited to one rental unit. In other words, the intent was never to allow these same rooms to be rented as separate “units”. So, while the definition says one thing, the statement in the R-1 district says another.

I am recommending that the Planning and Zoning Commission initiate a Text Amendment to the Code of Ordinances relating to the definition of a Short Term Rental Unit in the R-1 Zoning District.