



## **City Council Special Called Joint Meeting with the Planning and Zoning Commission Agenda**

**COUNCIL CHAMBERS - 1209 FIORELLA STREET**

**Wednesday, February 11, 2026**

**5:00 PM**

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**The City Council and Planning and Zoning Commission of the City of Castroville will meet in a Joint Special Called Meeting beginning at 5:00 p.m. in the Council Chambers at City Hall on the following items listed on the agenda.**

**I. Call to Order**

**II. Roll Call**

**III. Citizen Comments**

The City Council will hear comments from any citizen or visitor. Speakers must address their comments to the presiding officer rather than individual council members or staff; stand at the podium, speak clearly into the microphone and state your name residential address before speaking. Speakers will be allowed a maximum of 3 minutes for testimony. In accordance with the State Open Meetings Act, the City Council is restricted from discussing or taking action on items not listed on the agenda. Action can only be taken at a future meeting.

**IV. Discussion and Action Items**

**a.** Discussion and review of Development Agreement Policy.

**V. Discussion on Future Agenda Items**

**VI. Adjourn**

**Accessibility Statement**

The City Hall is wheelchair accessible. The exit and parking ramps are located at the rear of the building.

**Non-Discrimination Statement**

The City of Castroville does not discriminate on the basis of race, color, national origin, sex, religion, or disability in the employment or the provision of services.

The City Council of the City of Castroville reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act.

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, Castroville, Texas on February 4,2026 before 4:00 p.m.

/s/ Debra Howe

City Secretary



# JOINT WORKSHOP AGENDA REPORT

**AGENDA OF:** February 11, 2026  
**DEPARTMENT:** Community Development  
**SUBJECT:** Discussion on the updated Development Agreement Policy.

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## Purpose of Workshop

The purpose of this joint workshop is to review and discuss the City’s Development Agreement Policy and to receive feedback from the Planning & Zoning Commission and City Council on proposed guiding principles, standards, and process prior to formal adoption or implementation.

Development Agreements are intended to shape growth in a manner that reflects community priorities, ensures fiscal responsibility, and supports long-term sustainability for the City of Castroville. These agreements are not solely contracts with developers, but tools to ensure new development aligns with the City’s character and long-term goals

## Background

The City utilizes Development Agreements primarily for properties located in the Extraterritorial Jurisdiction (ETJ) to establish development standards, infrastructure expectations, and annexation schedules. The policy is designed to ensure that development outside the city limits is compatible with development inside the city limits in anticipation of eventual annexation

The Development Agreement Policy establishes:

- When Development Agreements are applicable
- Minimum development standards
- Incentive eligibility, if agreed upon
- The overall review and approval process

## Key Policy Themes for Discussion

Staff will present and facilitate discussion on the following guiding principles included in the Development Agreement Policy:

- **Annexation:** Development at the city’s edge should ultimately be annexed into the City to ensure fairness in taxation and infrastructure coordination.
- **Design & Building Standards:** Encouragement of durable materials and architectural character that exceeds state minimums.

- **Fiscal Stewardship:** Development should be fiscally productive and not create long-term financial burdens on the City.
- **Civic Space:** Dedication of at least two (2) acres of land for civic or community purposes in addition to parkland.
- **Connectivity:** Emphasis on interconnected street networks, sidewalks, and trails to avoid isolated development.
- **Underground Utilities:** Utilities should be installed underground, including future broadband capacity.
- **Neighborhood Services:** Support for small-scale commercial and service uses within neighborhoods.
- **Dark Skies:** Lighting practices that preserve Castroville’s rural night skies.
- **Community Character:** Enhanced streetscapes, native landscaping, and natural buffers.
- **Housing Variety:** Encouragement of mixed housing types and façade diversity.

These principles form the foundation for determining whether a proposed development agreement aligns with City policy and community expectations

## Role of the Boards

### Planning & Zoning Commission:

- Reviews Development Agreements for consistency with subdivision and zoning standards
- Makes a recommendation to City Council

### City Council:

- Serves as the final decision-making authority
- Determines whether proposed Development Agreements align with community priorities and long-term goals

## Workshop Objectives

The objectives of this workshop are to:

- Provide an overview of the Development Agreement Policy
- Confirm shared expectations between Planning & Zoning and City Council
- Discuss key standards and guiding principles
- Receive feedback on the proposed framework
- Identify any policy adjustments prior to formal implementation

### ATTACHMENTS/ADDITIONAL INFORMATION:

- Development Agreement Policy – Approved January 2025, Rescinded June 2025
- Updated Development Agreement Policy – Recommended for approval by Planning and Zoning December 2025



## DEVELOPMENT AGREEMENT POLICY

**Intent:** Castroville’s historical development patterns have proven to be a timeless way of building, leading to a high quality of life for our residents. Key characteristics within these patterns have been extracted and captured within the standards of this policy. Projects meeting the standards of this policy or ones collaboratively designed through the Charrette process should receive an expedited timeline.

**Sec. \_\_.1. -Purpose.** The purpose of a development agreement is to determine whether the City wishes to authorize by binding contract a plan of development for land located in the City’s Extraterritorial Jurisdiction (ETJ). The development agreement should be used to prescribe development standards, development uses and intensities, environmental standards, and public facilities standards governing development of the land for the term of the agreement, to provide for delivery of public facilities to the property, and to provide for an annexation schedule to bring the property into the City.

A.The purpose of a development agreement is to enable development of land in the City’s ETJ to occur in a manner that supports the goals of the community that requires public water and wastewater services and that are to be governed by standards applicable to development inside the city limits.

B.The purpose of the agreement should also be to provide for development outside the city limits that is compatible with development inside the city limits in anticipation of the eventual annexation of the land subject to the agreement into the City. 1

**Sec. \_\_.2. -Applicability.** A development agreement should be approved only

for land located in the ETJ of the City and should be used if either of the following is applicable:

- A. It is likely that the property subject to the agreement shall remain in the ETJ for a period exceeding five (5) years and the property owner seeks to pursue development prior to annexation at urban level residential densities or intensities of use.
- B. The City proposes to annex a property within the ETJ that is appraised for ad valorem tax purposes as land for agricultural, wildlife management, or timber use. A development agreement, consistent with the provisions of the Local Government Code, should be offered.

**Sec. \_\_.3. -Pre-Application Meeting.** A meeting with the city staff should be conducted before the submittal to coordinate the goals and applicability of the development project. The city staff will provide the minimum standards to secure a development agreement and the anticipated process. The applicant is responsible for providing the following information.

- A. Project description including the proposed land uses and development intensity to be included in the project.
- B. Site map.
- C. Acreage of the property.
- D. Identified potential incentive projects to be requested.

**Sec. \_\_.4. -Application.** A complete application with the established fees and selected development agreement process should be submitted to the city staff for review.

**Sec. \_\_.5. - Process.** Applicants not seeking incentives may proceed with preparing a development agreement. Applicants requesting financial incentives are provided two options for the development agreement process, Option 1: Direct Submittal or Option 2: The Charrette. Applicants seeking direct submittal options must demonstrate compliance with this policy and justification for the financial incentive request.

**Standard Process:** An applicant submits a completed application demonstrating compliance with the minimum standards of this policy as established in Section \_\_.6. for review. City staff should have ninety (90) days to review and issue comments on the development agreement proposal.

**Optional: The Charrette.** A Charrette is a collaborative urban design and development workshop to create a fiscally viable and geographically appropriate development project. The development team and the City team work together to achieve common project goals for the development agreement. The Charrette process should ensure compliance leading to an expedited development agreement process.

- I. A schedule should be established at a kickoff meeting after a complete development agreement application has been accepted by city staff.
- II. The kickoff meeting should include a site tour, a presentation by the applicant, and a review of the development agreement proposal.
- III. The Charrette process should facilitate the creation of a draft site development plan and development agreement standards for the project.
- IV. Post-Charrette work should be used to refine the site plan details and standards for the project. The city staff, including the consultant and development team, should establish responsible parties for each task associated with the preparation of the final development agreement.
- V. City staff and the development team should collaboratively prepare the development agreement and presentation for City Council. A final development agreement should be prepared, and public hearings should be scheduled for City Council. City Council should approve, approve with conditions, or deny the development agreement application and provide direction to city staff.

**Sec. \_\_.6. -Standards.** These Development Agreement Standards are established as minimum requirements to secure a development agreement within the City of Castroville. The metrics ensure Castroville's developments meet the community's goals by creating fiscally productive places that foster opportunities for the residents and businesses within neighborhoods. Using the Guiding Principles and the appropriate standards for the type of development, the design and function of the development should simulate key patterns that make up Castroville's character. The Development Agreement process provides flexibility, therefore, these standards can be modified during the process to produce the best development outcomes.

**A. Development Standards Organization-** The Development Agreement Standards are organized from the largest scale of Citywide Guiding Principals to smaller scale standards focused on residential and commercial standards.

**B. Citywide Guiding Principals**

- **City Additions-** Castroville is a series of complete neighborhoods. The City should grow in a logical progression from the center outward, minimizing leapfrog development. New neighborhoods should be designed as additions to the existing urban fabric and street network.
- **Neighborhoods-** Neighborhoods should be walkable, and connected with a mixture of uses and parks where daily activities occur within a close quarter-mile distance from one another.
- **Nature Preservation-** Wherever possible, natural features, including streams, creeks, rivers, trees, and wildlife habitats, should be preserved, and accessible to pedestrians. Natural drainage systems should be enhanced.
- **Historic Preservation-** Historic buildings and sites are valuable pieces of the City's heritage and should be preserved and protected whenever possible.
- **Housing Diversity-** A broad range of housing types, sizes, and price levels should exist within neighborhoods. This allows a diversity of people and households to interact, get to know each other, and create community. This strengthens civic bonds and helps maintain Castroville's small-town character.
- **Building Intensity-** The intensity of buildings within the neighborhood should be related to the infrastructure systems that support the neighborhood so that sufficient tax revenues will be generated to pay for the long-term maintenance of those systems.
- **Trail Connections-** A variety of parks and open spaces should be integrated into the design of neighborhoods and parks, with trails and paths connecting neighborhoods and services.

- **Civic Buildings-** Civic buildings are places for people to gather and should be located on essential and prominent neighborhood sites. Civic buildings should be distinctive and designed to last for generations. The places range from libraries and schools to places of worship or other public gathering spaces. School sites should be planned so children within the surrounding neighborhoods can safely walk or bicycle to and from school. School sites should be coordinated with the City and school district.

**C. Minimum General Development Standards**

- **Fiscal Productivity**
  - The development should demonstrate it is fiscally productive for the city by determining the development’s return on investment (ROI) versus the cost to support the development.
  - The development revenues must support the infrastructure and services required to serve the neighborhood without subsidy from the city.
  - Developments may partner to achieve this in a cumulative calculation.
  
- **Utility Standards & Drainage Facilities**
  - All utilities should be underground and placed in such a way that reduces the interruption in sidewalks or other pedestrian environments.
  - Transformer vaults are preferred but not required.
  - Fiber optic infrastructure should be included in all new neighborhoods.
  - Partial open space credit may be granted for projects using innovative stormwater solutions. Park improvements may be incorporated where appropriate and should be accessible by pedestrians as determined by city staff.
  
- **Dark Skies**
  - Developments must incorporate lighting in conformance with the International Dark Sky model ordinance standards.
  
- **Trail Network**
  - A trail is a shared-use right-of-way for pedestrians and bicycles within civic space, open space, or in locations designated on the Transportation Plan or by city staff. The minimum right-of-

way width for a trail shall be determined by the ASHTO standards by trail type.

- Trails should be planned and constructed within each new neighborhood. The placement and number of trails should be determined during the Development Agreement process.
- Trails should be constructed on the highest ground possible along floodplains, tributaries, or waterways.

- **Natural Highlight & View Corridors**

- Prominent natural features should be preserved and integrated to create a sense of place and unique character.
- View corridors can be used to highlight or enhance features or areas. These items should be discovered early in the neighborhood design process.
- Any unique circumstances that require preservation should be determined during the Development Agreement process.

- **Block Network**

- Castroville is configured in a series of three hundred and thirty by three hundred and thirty (330 X 330) foot blocks. The blocks support a wide range of building types, infrastructure redundancy, and a network of small connected streets to produce a walkable environment.
- Developments should be configured using the Castroville block of three hundred and thirty (330) foot blocks. If ROW dedication and construction is not warranted at the time of development, then ROW reservations may be used to secure the network without installing the permanent improvements.
- Physical features such as railroads, topographic constraints, or other site constraints may interrupt the block structure and street grid, as approved by city staff. Where there are physical limitations, a pedestrian block break is permitted for a maximum distance of six hundred and ninety (690) foot blocks.
- Figure A demonstrates a wide range of block types. The developer may also suggest a block configuration for consideration.
- If approved by city staff, pedestrian block breaks may be counted as block breaks.

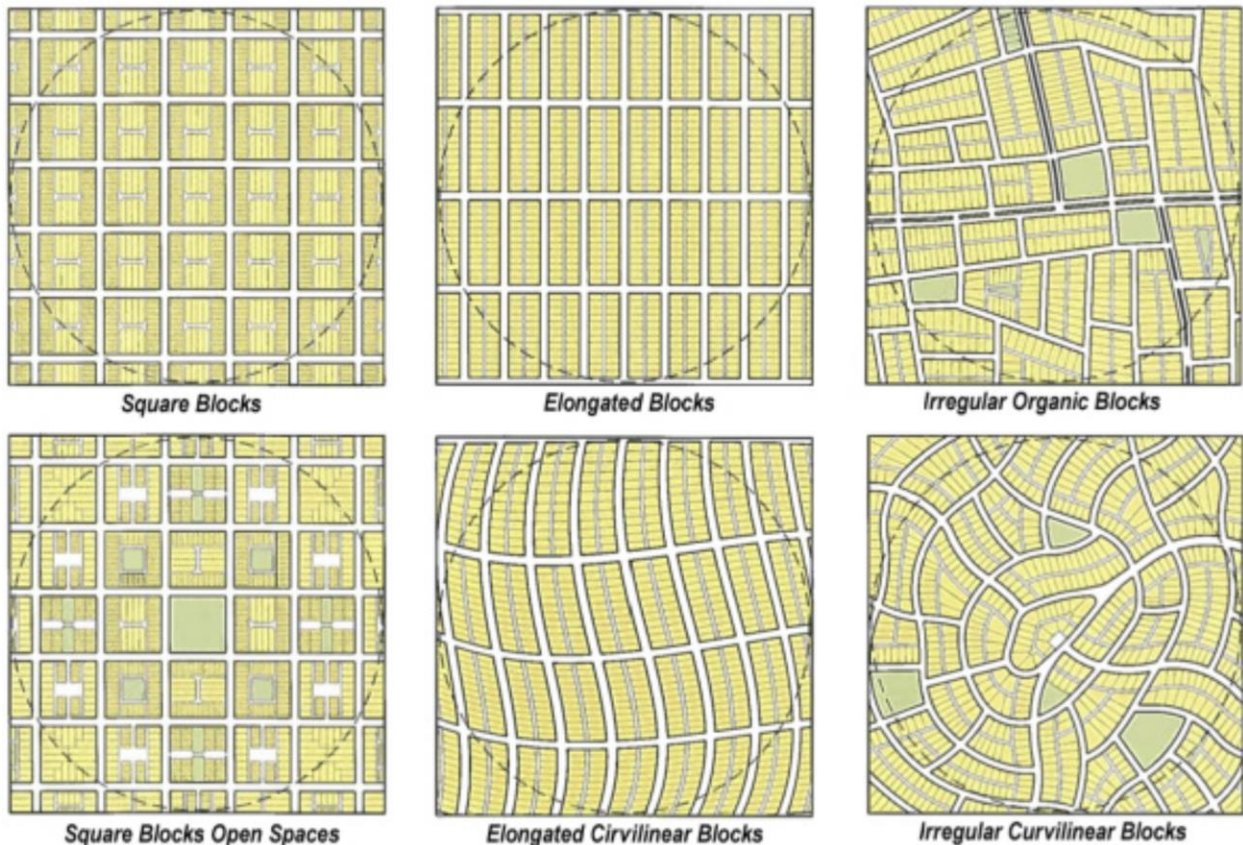


Figure A: Block Types

- **Streets**

- The street network should follow a traditional grid system to create an interconnected network of streets that extend to and from adjacent neighborhoods and undeveloped properties. The applicant should be responsible for constructing all interior street improvements and the adjacent half of all perimeter streets surrounding the neighborhood that are not improved to city standards.
- The street type should determine street widths.
- County street standards may be used as determined by city staff.
- Street Types
  - Boulevards should have a minimum dedicated right-of-way of eighty (80) feet and a minimum paving width curb-to-curb of thirty-two (32) feet.
  - Neighborhood Streets should have a minimum dedicated right-of-way of sixty (60) feet and a minimum paving width curb-to-curb of twenty-four (24) feet.
  - Rural Roads should generally be constructed with concrete ribbon curbs and bioswales with varying right-of-way widths.

- Street intersections should sit at a ninety (90) degree angle. Variations may be approved by the city engineer.
  - Cul-de-sacs are generally not permitted.
  - Cul-de-sacs may be approved when a street cannot be extended due to unique circumstances such as topography, other natural or physical features, or existing development.
  - Cul-de-sacs should not exceed three hundred and thirty (330) feet.
  - Where a cul-de-sac dead ends to parkland, open space, trails, school sites, or other similar features, a dedicated public pedestrian access way of no less than twenty (20) feet wide should connect the end of the cul-de-sac to the adjacent feature.
  - Alleys are encouraged but not required.
- **Public Access**
    - Neighborhoods should be connected to and through with public streets.
    - Gated or limited-access neighborhoods are discouraged.
    - Public access points may be dedicated by separate instrument until the portion of property is included in the Plat
- **Neighborhood Services**
    - All neighborhoods should include services and retail space to serve the residents.
    - Services should be provided and accessible within two thousand five hundred (2,500) feet of each residential lot. This requirement is intended to provide access to daily goods and services within close proximity, allowing for a short walk, bike ride, or drive away. Types of services should include items required for daily necessities, further establishing a quality of living, work environments within close proximity to homes, and access to food, education, safety, and recreation. Small shops and local businesses are preferred uses but not required.
- **Civic Facilities**
    - Each neighborhood should dedicate at least one public tract with a minimum of two (2) acres or ten (10) percent of land for meeting space. If a civic building is not viable during development, the property can be used as public open space until the time arises to build the facility.
    - Dedicated civic spaces should be centrally located and easily accessible to the neighborhood by a comfortable walk, bike ride, or drive.

#### D. Minimum Commercial Standards

- **Commercial Buildings**
  - Commercial buildings should be constructed using eighty (80) percent or more masonry.
  - Commercial buildings along key neighborhood streets should include seventy (70) percent glass on the ground floor adjacent to the street.
  - Commercial developments should be prioritized in high-traffic areas of the neighborhood but encourage a mix of small-scale commercial services throughout the neighborhood.
  - Screening of commercial buildings should be completed without the use of privacy fences or walls. Where applicable, natural buffers or screens are preferred.
  - Streetscaping should exceed the minimum standards of the code. Details of street sections should be determined during the Development Agreement process.
  - Commercial buildings should frame the street edge by being closely placed and connected with walkways along a continuous street edge.
  - Protective awnings should be provided to cover the sidewalk or entry of the building.
  
- **Design**
  - A building material list and architectural elements must be shown for each building type being proposed. The details should be included as part of the approved Development Agreement.
  - Buildings should be designed with solar orientation in mind. Including but not limited to:
    - Windows and overhangs should be sized and located to optimize passive heating, cooling, and daylighting.
    - Use light exterior colors to help reduce the heat island effect.
  
- **Streets**
  - Streets should be designed at a pedestrian scale and provide a means to walk, bicycle, drive, and take transit within the neighborhood and between neighborhoods.
  - Streets provide areas for streetscaping and landscaping, which provide shade and character for the neighborhood. Streetscaping should use native and adaptive plants that can thrive with minimal irrigation.

- Frontage standards should be established during the Development Agreement process as determined by the building types and intensities.
- Street standards will be coordinated with Medina County street standards as determined by city staff.
- **Sidewalks**
  - Sidewalks must be located on both sides of the street, and sidewalk widths should be determined by street types.
- **Parking**
  - Commercial corridors should have no more than twenty-five (25) percent of the parking lot in front of the building. Majority of the parking lot must be located on the side or rear of the building in accordance with the Americans Disability Act (ADA).
  - Parking should have a non-dominant position in the neighborhood design. This means parking should be distributed on-street, alley-loaded, or to the rear of the building.
  - Driveway curb cuts should be minimized through shared drives, service entrances, or alleys wherever possible.

**E. Minimum Residential Standards**

- **Residential Buildings**
  - A building material list and architectural elements must be shown for each building type being proposed. The details should be included as part of the approved Development Agreement.
  - Mix affordable and market-rate housing near services (preferably a ratio of one (1) affordable for every five (5) market rate).
  - A variety of building types are encouraged including detached residential, attached residential, townhomes, courtyard buildings, duplexes and quadplexes.
  - Variations in roof or building lines are preferred. Homes with identical elevations should be restricted from being built on adjacent lots or lots directly across from each other on the same street and should have two (2) full lots separation between them on the i) same or ii) opposite side of the street.
  - Maximum height thirty-five (35) feet.
  - Porches, patios, and/or courtyards may protrude into the front or rear setback by no more than five (5) feet.
  - Thirty (30) percent of the front facade should be glazed.

- The front facade should include a porch, stoop, terrace, or other feature appropriate to the building and street type.
- **Garages**
  - Garages are not the predominant feature of Castroville homes. New developments should either place the garage on an alley, provide a J-swing garage, or place the garage a minimum of ten (10) feet behind the principal front facade of the primary structure. Another option should be to add architectural elements to reduce the view of the garage.
  - Garages should either be placed in the rear, in a j-swing orientation of the house, or set back from the primary frontage of the house to ensure a non-dominant position.
- **Setbacks**
  - The minimum front setback for detached residential lots is five (5) feet.
  - Setbacks vary for additional building types. The building type list with proposed setbacks should be provided during the Development Agreement process.
  - Building types and building placements should be established during the Development Agreement process.
- **Lot Size**
  - Lot sizes should be established by the housing type. Lot sizes should be determined during the Development Agreement process.
- **Density**
  - Neighborhoods range in units per acre based on the housing type being built. A neighborhood should include a mix of densities to support a variety of lifestyle choices.
  - A minimum of two (2) residential units should be allowed on every lot.
- **Accessory Dwelling Unit (ADU)**
  - ADUs should be allowed by right on all lots.
  - This does not require the construction of an ADU, but allowance is mandatory as part of the Development Agreement.
  - ADUs must be located behind the principal structure.

- **Streets**
  - Streets should be designed at a pedestrian scale and provide a means to walk, bicycle, drive, and take transit within the neighborhood and between neighborhoods. Streetscaping should use native and adaptive plants that can thrive with minimal irrigation.
  - Frontage standards should be established during the Development Agreement process as determined by the building types and intensities.
  
- **Sidewalks**
  - Sidewalks should be constructed on both sides of the street, and widths should be a minimum of six (6) feet.
  - Streetscaping must include street trees every forty-five (45) feet on center.
  
- **Landscaping**
  - Landscaping should consist primarily of native and/or drought-resistant plants.

**Sec. \_\_.7. -Optional Design Standards.** Additional incentivized development agreements must achieve higher design and development standards, along with other public improvements, deemed above and beyond the minimum standards of this policy by the City. Items may include traditional Alsatian architecture, clustered density to increase reserved open space or other items determined by the applicant and City during negotiations.

- A. During the Charrette process, items to be included in an incentive package should be established.
- B. During the Post-Charrette work, the development team should create an outline with cost estimates of items to be included in the incentive package and a justification of their public benefits.

**Sec. \_\_.8. -Incentives.** Economic incentives may be granted if the development meets standards listed in Section 6, along with adequate optional seventeen (17) design standards listed in Section 7 as negotiated through the development process.

**Sec. \_\_.9. -Expiration.** The development agreement shall expire at the date agreed upon in the Charrette process. If a development application is approved or pending approval, that development may proceed. The

development agreement may be extended with approval from the City Council.

**Sec. \_\_.10. -Amendments.** An approved development agreement may be amended with approval from the City Council. A Charrette may be necessary, as determined by City staff, if deletion or changes to blocks, land use, intensity, or land use patterns are requested.

**Sec. \_\_.11. -Termination.** The development agreement may be terminated for breach of the agreement or other reasons in accordance with its terms. (This section requires the City legal team additions)



## DEVELOPMENT AGREEMENT POLICY

When the City of Castroville enters into Development Agreements, our goal is to shape growth in a way that strengthens the community today while protecting its future. These agreements are not just contracts with developers — they are commitments to our residents. We seek to ensure that new growth reflects community priorities, upholds fiscal responsibility, and supports long-term sustainability. Through this process, we aim to preserve the character of Castroville, provide the infrastructure and services that families and businesses depend on, and create neighborhoods that remain vibrant, connected, and financially resilient for generations to come.

**Annexation.** We believe new development at the city’s edge should ultimately become part of Castroville. Annexation ensures fairness in taxation, coordinated infrastructure, and the ability to uphold community standards.

**Design & Building Standards.** We encourage high-quality, durable building materials and thoughtful architectural character that go beyond the state minimums, strengthening neighborhood identity and long-term value.

**Fiscal Stewardship.** We are committed to development that sustains itself over time. Projects should add value without creating long-term financial burdens or unfunded liabilities for the City and its residents.

**Civic Space.** We value the dedication of land within neighborhoods for community benefit — such as schools, public safety, libraries, or civic facilities — in addition to required parkland. Setting aside at least two acres helps create opportunities for residents to gather, connect, and access shared spaces that strengthen community life.

**Connectivity.** We value neighborhoods that are connected — to each other, to streets, to sidewalks, to trails, and to nearby commercial areas. Developments should avoid isolation and instead strengthen circulation that links homes, businesses, and community spaces.

**Underground Utilities.** We support underground utility installation, including capacity for future broadband, to improve aesthetics, safety, and reliability.

**Neighborhood Services.** We believe neighborhoods are stronger when daily needs can be met close to home. Small-scale retail, services, or community amenities help create complete communities.

**Dark Skies.** We support lighting practices that preserve Castroville’s rural night skies, reduce glare, and respect the character of our community.

**Community Character.** We encourage features that elevate the look and feel of neighborhoods — upgraded street signage, tree-lined streets with native landscaping, natural buffers instead of walls, and trail systems that link open spaces.

**Housing Variety.** We believe in neighborhoods that avoid monotony. A mix of home styles and facades adds character and long-term resilience to the housing market.

**Process.**

We believe Development Agreements should be guided by a transparent process. Each proposal begins with a staff review to ensure alignment with City policy, followed by a public engagement process that gives residents the opportunity to learn, ask questions, and share input. The Planning & Zoning Commission then reviews agreements for consistency with subdivision and zoning standards before forwarding a recommendation to City Council. Final approval rests with Council, ensuring that adopted agreements reflect community priorities and long-term goals.

**Incentives.**

The City may consider incentives when a proposed development demonstrates clear alignment with the values outlined in this policy. Projects that incorporate annexation, higher-quality design, civic space dedication, connectivity, underground utilities, or other elements that advance community priorities may be eligible for fee waivers, reimbursements, or 380 agreements. Incentives are not automatic but may be used as a tool to support developments that deliver meaningful public benefit.