



## **Planning and Zoning Commission Meeting Agenda**

**COUNCIL CHAMBERS - 1209 FIORELLA STREET**

**Wednesday, September 10, 2025**

**6:30 PM**

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**The Planning and Zoning Commission of the City of Castroville will meet in the Regular Called Meeting beginning at 6:30 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 Board will hear comments from any citizen or visitor. Speakers must address their comments to the presiding officer rather than individual board 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 Board is restricted from discussing or taking action on items not listed on the agenda. Action can only be taken at a future meeting.

**IV. Approval of Minutes**

[a.](#) Approve August 13, 2025 Meeting Minutes.

**V. Public Hearing(s)**

**a.** Public hearing on a zoning change request for 1005 Alamo St. Castroville, TX 78009, approximately 1.32 acres located north of Highway 90. east of Alamo St., and south of Lafayette St. The current zoning of the property is CH-C, Central Commercial District. The proposed zoning for the property is C-G, Historic Central Business District.

**VI. Discussion**

[a.](#) Discussion and possible action on a zoning change request for 1005 Alamo St. Castroville, TX 78009, approximately 1.32 acres located north of Highway 90. east of Alamo St., and south of Lafayette St. The current zoning of the property is CH-C, Central Commercial District. The proposed zoning for the property is C-G, Historic Central Business District.

[b.](#) Discussion and possible action on scheduling a date for the Development Agreement Policy workshop.

**VII. Discussion on Future Agenda Items**

## **VIII. 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.

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, Castroville, Texas on September 4, 2025 before 2:00 p.m.

/s/ Debra Howe

City Secretary

Minutes  
Planning and Zoning Commission  
Wednesday, August 13, 2025  
Council Chambers, 1209 Fiorella Street

1. Call to Order: 6:30 p.m.
2. Roll Call: Jim Welch, Priscilla Garrett, Marcus Fuentes, Valarie Solis, Bryan Griffin. Houston Marchman, Council Liaison. Absent: Melanie Knous.
3. Citizen Comments: Open 6:33/Close 6:33. None

Note Agenda Change: Item 6: Public Hearings. Public Hearing for 1005 Alamo Zone Change Request has been rescheduled for P&Z meeting Sept 10 2025. No action taken.

4. Approval of Minutes for May 14, 2025 and April 9, 2025. Motion by Jim Welch to approve, 2<sup>nd</sup> by Priscilla Garrett. Motion passed 3-0. Note: New members Marcus Fuentes and Valarie Solis not required to vote.

Note Agenda Change: Move Item 5.b. Nomination and appropriate action to select board executive positions: Chairman and Secretary for action before discussions start. Nominations opened, Jim Welch and Priscilla Garrett nominated to continue in their positions with full board consent.

Before addressing Item 5.a., Scott Dixon, City Administrator requested to speak on transparency for the public pertaining to Development Agreements which City Council has addressed and requested that Development Agreements come before Planning & Zoning Commission for review before presentation to council.

- 5.a. Discussion and possible action on the Country Village Phase II – Preliminary Plat.

Breana Soto presented Country Village Estate, Phase 2 plat with letter from Jack Utmore, Utmore Custom Homes, that all engineering comments from July 7, 2025 review letter have been addressed and preliminary plat is approved. Motion to approve by Priscilla Garrett, 2<sup>nd</sup> Marcus Fuentes. Motion passed.

- 5.c. Consider and take appropriate action on the Development Agreement Policy.  
Breana spoke that we have direction from City Council for P&Z to review the current Development Agreement Plan to determine if we need one and if so, to review and suggest revisions for rewrite/and or corrections to be made. Discussion with input

from Scott Dixon and developers who were in attendance clearly indicated that it should be retained. A suggestion by Priscilla Garrett that since the process would be lengthy it might be better undertaken by a workshop for P&Z first, followed by a joint workshop with P&Z and City Council which would meet public transparency issues. All present were in agreement. A further suggestion by Houston Marchman, P&Z Liaison, that Breana meet with City Council Representative David Merz and himself (both appointed by City Council to participate in the review) prior to the P&Z workshop to set the agenda. All were in agreement and no action was taken at this meeting.

- 5.d. Discussion and take appropriate action on a resolution amending the Development Agreement for the City of Castroville East Side Public Improvement District No. 2 (Flat Creek).

Prior to P&Z discussion, Rob Killen, attorney for Flat Creek, land Use and Economic Development, spoke to us from Developer's viewpoints on Development Agreements. He agreed that initial agreements coming before P&Z with the opportunity for discussion with developers would be positive before final approval by City Council.

After discussion, Breana explained that the original PID bond had been set at \$20,000,000 and their request is to set the PID bond NTE \$25,000,000. Motion to approve amending the Development Agreement NTE \$25,000,000 by Marcus Fuentes, 2<sup>nd</sup> by Valarie Solis. Motion passed.

- 5.e. Discussion and appropriate action on a resolution amending the Development Agreement for the City of Castroville Public Improvement District (the Heights of Castroville)

First amendment to the Development Agreement to provide that the aggregate principle amount of all PID bonds shall not exceed \$6,000,000. No further discussion from P&Z. Motion to approve by Priscilla Garrett, 2<sup>nd</sup> by Bryan Griffin. Motion Passed.

7. Discussion on Future Agenda Items.

Mr. Fuentes asked can anything be done on portable storage containers seemingly permanent on residential property that Code Compliance says they do not have jurisdiction. Breana will research zoning regulations to see if they can cover/restrict such containers and bring the issue back to a future meeting.

8. Meeting adjourned at 7:41.

_____	Reviewed/Approved	Priscilla
Garrett		
Jim Welch, Chair	Secretary	



# Agenda Report

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**Agenda of:** September 10, 2025

**Department:** Community Development Department

**Subject:** Zone Change Request – 1005 Alamo

## Recommended Motion:

“I move to recommend approval of the zoning change request for 1005 Alamo St. from CH-C Central Commercial District to CG Historic Commercial District.”

## Background:

The applicants are requesting to rezone their property from CH-C (Central Commercial District) to CG (Historic Commercial District).

- In 2017, the City’s Historic District authority was expanded from oversight of only the 97 historic homes identified in the 1967 survey to all structures located within the HE and CG zoning districts.
- Although this property contains multiple historic structures, it is currently outside of the Historic District.
- The property owners wish to ensure that, if the property is sold in the future, the historic structures will remain protected under Historic Landmark Commission oversight.

## Historic Oversight:

- CG (Historic Commercial District): Exterior modifications require review and approval by the Historic Landmark Commission.
- CH (Central Commercial District): No historic review required.

## Permitted Uses:

- CG: Allows general retail, offices, restaurants, and small-scale services—uses that align with historic preservation and walkable, community-oriented development.
- CH: Allows a broader range of high-intensity commercial uses, including auto sales, body shops, warehouses, contractor storage yards, welding/machine shops, and other heavy commercial/industrial activities.

## Protective Nature:

- CG zoning is more restrictive, preserving historic character and offering additional protection for surrounding neighborhoods.
- CH zoning is less restrictive, enabling more intensive and auto-oriented development.

**Attachments:**

- **Board Action**
- **Zone Change Ordinance**
- **Presentation**
- **Question/Answer Memorandum**

**Submitted by: Breana Soto**

**CITY OF CASTROVILLE**  
**PLANNING AND ZONING COMMISSION ACTION**  
**September 10, 2025**

The City of Castroville Planning and Zoning Commission is considering the following:

Discussion and action on a zoning change request for 1005 Alamo St. Castroville, TX 78009, approximately 1.32 acres located north of Highway 90. east of Alamo St., and south of Lafayette St. The current zoning of the property is CH-C, Central Commercial District. The proposed zoning for the property is C-G, Historic Central Business District.

**RECOMMENDATION:**

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\_\_\_\_\_  
Chairperson  
Planning and Zoning Commission

\_\_\_\_\_  
Date



**ORDINANCE NO. 2025-\_\_\_\_**

**AN ORDINANCE OF THE CITY OF CASTROVILLE, TEXAS, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CASTROVILLE TO REZONE CERTAIN PROPERTY LOCATED AT 1005 ALAMO STREET FROM CH-C - CENTRAL COMMERCIAL DISTRICT TO CG - HISTORIC BUSINESS DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE; AND ORDAINING OTHER MATTERS RELATING TO THE SUBJECT.**

**WHEREAS**, Tex. Loc. Gov't Code Chapter 211 authorizes the City of Castroville to adopt rules and regulations regarding zoning of land within the City limits of the City of Castroville for the purpose of promoting the safe, orderly, and healthful development of the City of Castroville; and

**WHEREAS**, Tex. Loc. Gov't Code Chapter 211 empowers the City to provide for the administration, enforcement, and amendment of those zoning rules and regulations; and

**WHEREAS**, the herein described as approximately 1.32 acres of land located at 1005 Alamo Street, Castroville, Texas 78009, legally described as CASTROVILLE RANGE 4 BLOCK 1 LOT 4 & 3 PART OF (the "Property"), from CH-C Central Commercial District to CG Historic Commercial District; and

**WHEREAS**, on September 10, 2025, the Planning and Zoning Commission conducted a public hearing on the proposed zoning, after which the Planning and Zoning Commission considered the merits of the proposed zoning and made its final report on the proposed zoning; and

**WHEREAS**, the City Council of the City of Castroville held the required public hearing concerning the zoning request on September 23, 2025; and

**WHEREAS**, the City Council of the City of Castroville has determined it to be in the public interest to amend the City's Comprehensive Zoning Regulations and Zoning Map, which in its best judgment promotes the health, safety morals, and general welfare and protects the use and enjoyment of property throughout the City.

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

**Section one.** The official zoning map of the City of Castroville is hereby amended to change the zoning classification of the Property located at 1005 Alamo Street, Castroville, Texas 78009, more particularly described as CASTROVILLE RANGE 4 BLOCK 1 LOT 4 & 3 PART OF, from CH-C Central Commercial District to CG Historic Commercial District.

**Section two.** All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict only.

**Section three.** If any section, paragraph, clause, or provision of this Ordinance shall be found to be

invalid or unenforceable for any reason, the remaining provisions shall continue in full force and effect.

**Section four.** This Ordinance shall take effect immediately upon its passage and publication as provided by law.

PASSED AND APPROVED this the\_\_ day of September, 2025.

\_\_\_\_\_  
Bruce Alexander, Mayor  
City of Castroville

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Debra Howe, City Secretary  
City of Castroville

\_\_\_\_\_  
DNRBH&Z P.C., City Attorney  
City of Castroville

# 1005 ALAMO ZONE CHANGE REQUEST

**Discussion and action on a zoning change request for 1005 Alamo St. Castroville, TX 78009, approximately 1.32 acres located north of Highway 90. east of Alamo St., and south of Lafayette St. The current zoning of the property is CH-C, Central Commercial District. The proposed zoning for the property is C-G, Historic Central Business District.**

Applicant: Ken and Arlene Smith

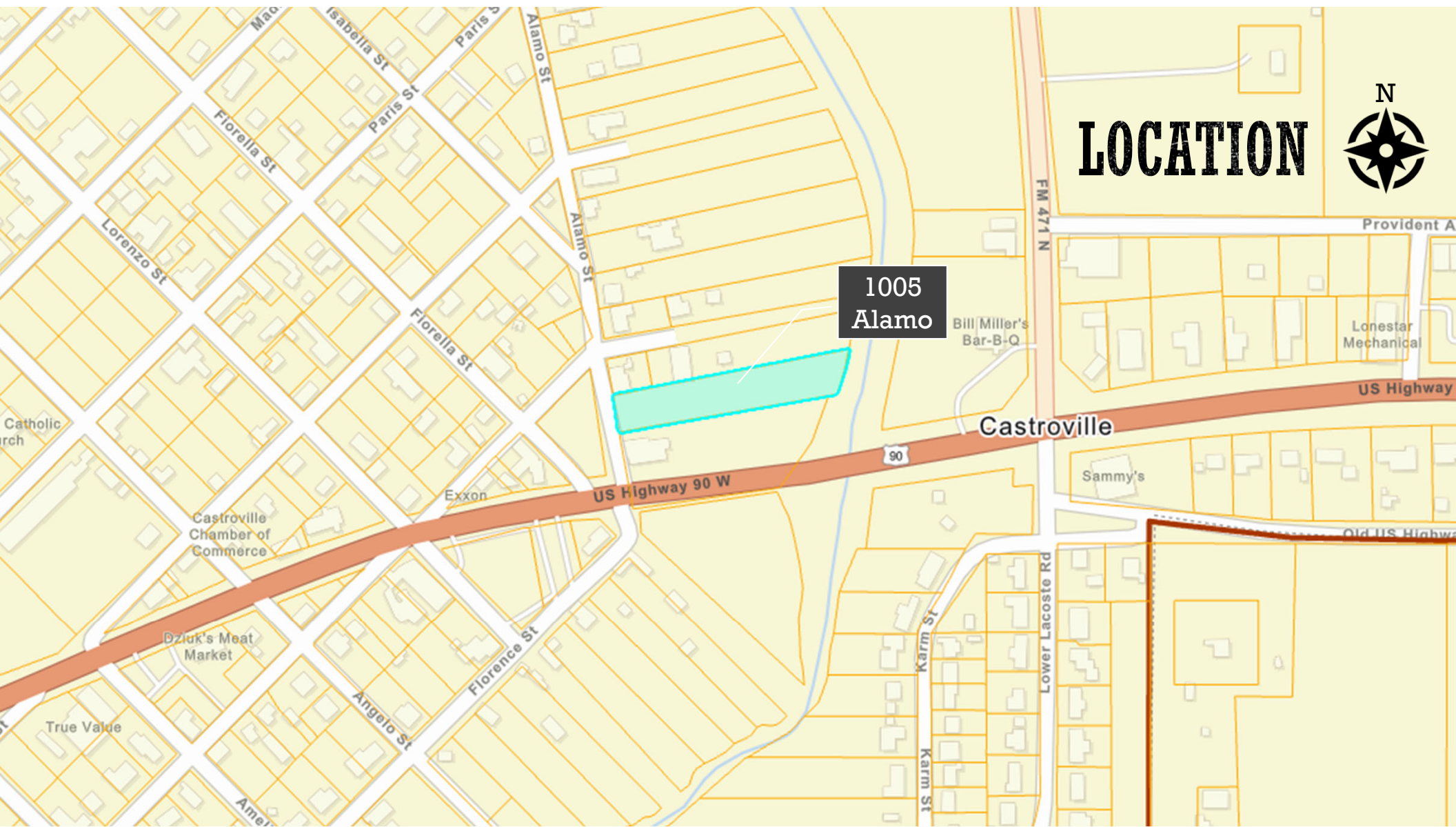
Property Owner: Ken and Arlene Smith

Legal Description: CASTROVILLE RANGE 4 BLOCK 1 LOT 4 & 3 PART OF

Current Zoning: CH-C: Central Commercial District

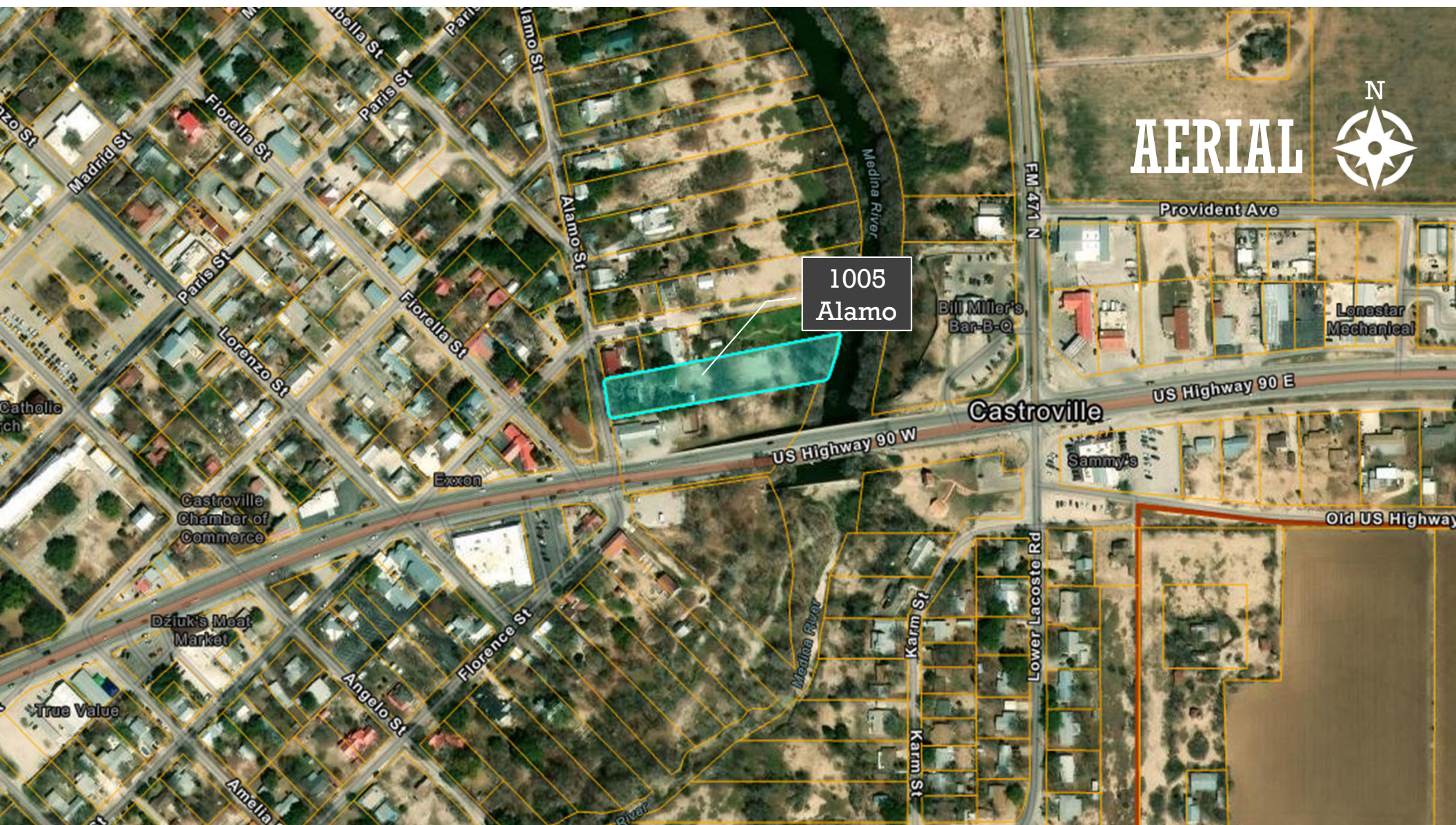
Proposed Zoning: CG: Historic Business District



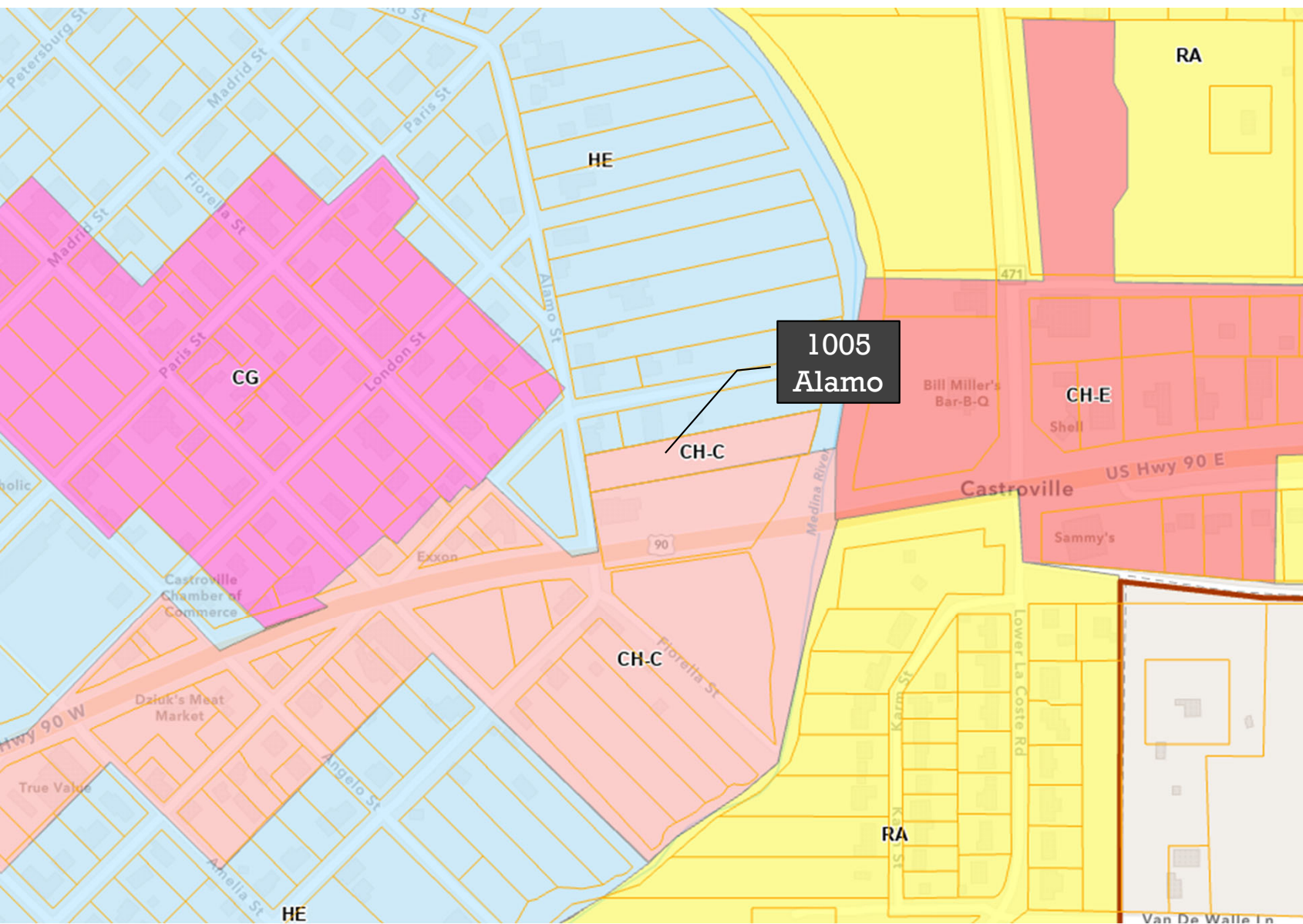


**LOCATION**







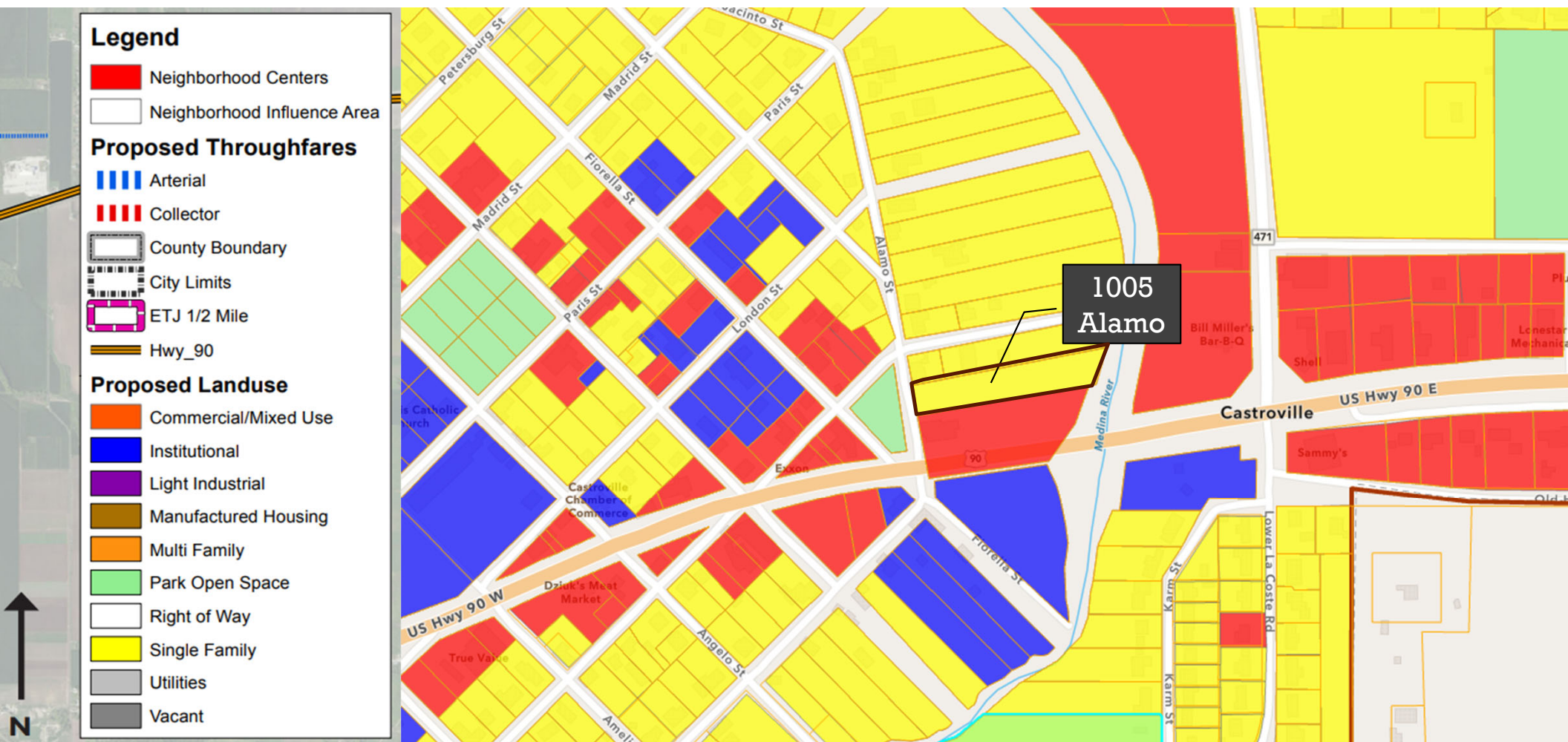


# CURRENT ZONING

CH-C: Central Commercial District

- RA: Single Family Dwelling District
- RC: General Residence District
- HE: Historical District
- MH: Manufactured Home Park
- CG: Central Business District
- CH-C: Central Commercial District
- CH-W: West Commercial District
- CH-E: East Commercial District
- I-I: Industrial District

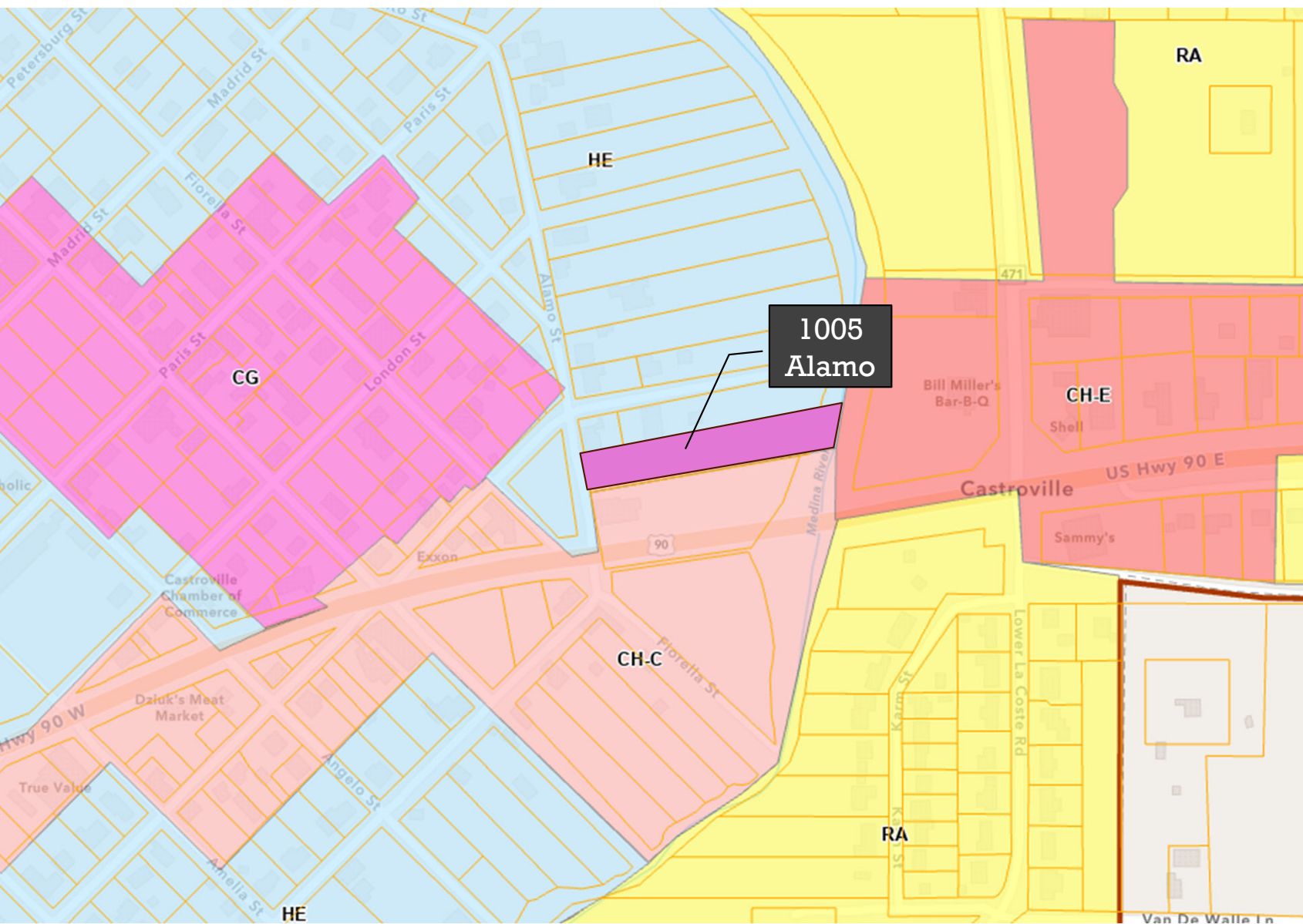




# FUTURE LAND USE MAP







# PROPOSED ZONING

CG: Historic Central Business District

- RA: Single Family Dwelling District
- RC: General Residence District
- HE: Historical District
- MH: Manufactured Home Park
- CG: Historic Central Business District
- CH-C: Central Commercial District
- CH-W: West Commercial District
- CH-E: East Commercial District
- I-I: Industrial District





# INITIAL ZONE CHANGE

ORDINANCE NO. 107-I

AN ORDINANCE AMENDING ORDINANCE NO. 107, THE "COMPREHENSIVE ZONING ORDINANCE" OF THE CITY OF CASTROVILLE:

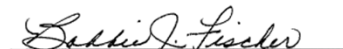
NOW, THEREFORE, BE IT ORDAINED by the City of Castroville, Texas:

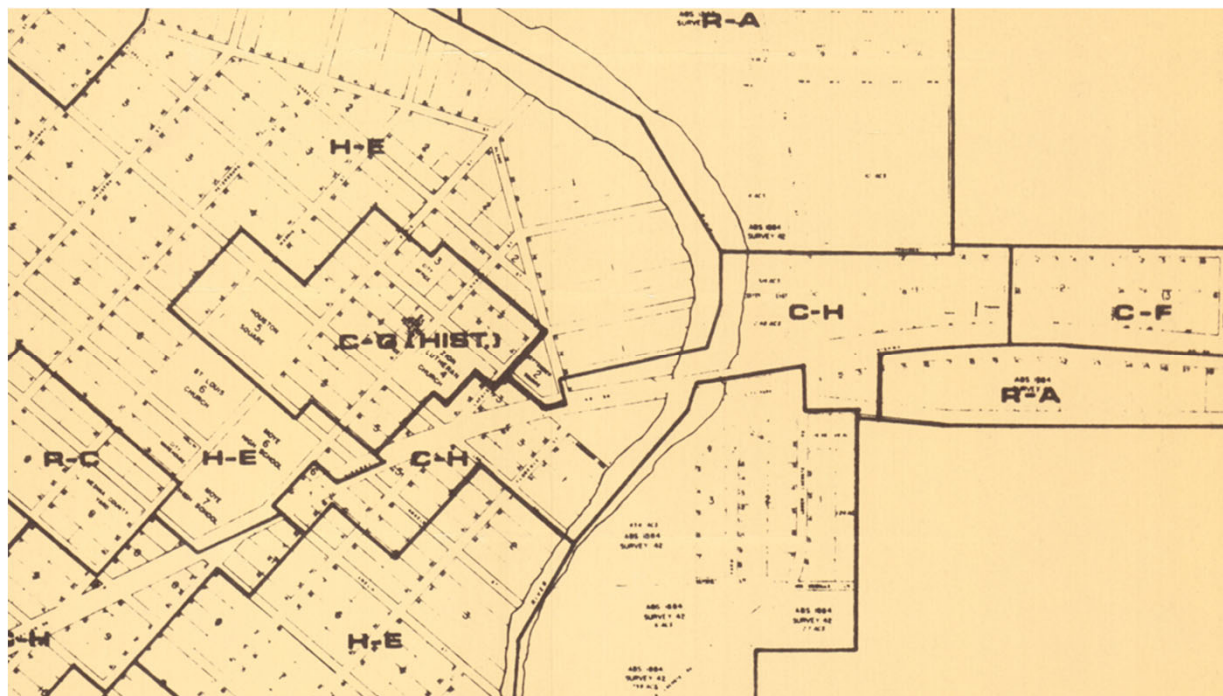
1. The Zoning District boundaries of the C-H, Commercial District Zone, as delineated upon the official map of the City of Castroville, are hereby changed so as to include all of Lot 4, Block 1, Range 4, Castroville within the Commercial Zone.
2. The Zoning District boundaries of H-E (Historical District) Zone, as delineated upon the official zoning map of the City of Castroville, are hereby changed so as to exclude all of Lot 4, Block 1, Range 4 from the H-E (Historical District) Zone.

Passed and Approved this 14th day of August, 1984

  
Charles V. Green, Mayor

ATTEST:

  
Bobbie J. Fischer  
City Secretary







## WHY THE CHANGE TO CG

- Include this property within the Historic District.
- In 2017, the Historic District's authority shifted from covering only the 97 historic homes identified in the 1967 survey to all structures located within the HE and CG zoning districts.
- This property, which contains multiple historic structures, is currently not part of that district.
- The new property owners would like to ensure that, if they decide to sell, the historic structures will be protected.



# KEY DIFFERENCES

- **Historic Oversight:**

- **CG (Historic Commercial)** – Properties fall under Historic Landmark Commission review for exterior changes or alterations.
- **CH (Central Commercial)** – No historic review requirement.

- **Permitted Uses:**

- **CG** allows **general retail, offices, restaurants, and small-scale services**—uses consistent with historic preservation and walkable, community-focused development.
- **CH** allows a **broader range of high-intensity commercial uses**, including auto sales, body shops, warehouses, contractor storage yards, welding/machine shops, and other heavier commercial/industrial activities.

- **Protective Nature:**

- **CG** is more restrictive, limiting uses to protect historic character and adjacent neighborhoods.
- **CH** is less restrictive, enabling more intensive and auto-oriented commercial activity.





## MEMORANDUM

**To:** Robert Jones

**From:** Breana Soto, Community Development Department

**Date:** September 10, 2025

**Subject:** Comparison of CH-C Central Commercial District and CG Historic Commercial District – Clarifications for 1005 Alamo Street

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### Purpose

This memo provides a summary comparison of the CH-C and CG zoning districts, focusing on neighborhood impacts, development standards, parking/loading, signage, and review processes. In addition, several clarifying questions have been raised, and responses are provided below for the record.

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### Comparison of CH-C vs. CG Districts

#### 1. Uses – Neighborhood Impact

- **CH-C (Central Commercial)**
  - Allows high-intensity and auto-oriented uses: auto sales, body shops, contractor yards, warehouses, welding/machine shops, and similar.
  - Bars/taverns, event centers, and package stores are permitted, with fewer restrictions.
  - Outdoor service restaurants and drive-throughs may be permitted.
  - Hotels and motels are allowed.
- **CG (Historic Commercial)**
  - Focuses on low-intensity, neighborhood-compatible uses: retail, offices, small restaurants, and services.
  - Bars and high-impact nightlife are restricted.
  - Outdoor service and event venues more limited; subject to Historic Landmark Commission (HLC) oversight.
  - Upper-story residential is typically allowed to encourage mixed use.
  - Hotels may be allowed but subject to stricter compatibility review.
  - Auto-oriented uses (drive-throughs, repair shops) are not permitted.

#### 2. Development Standards

- **Height/Stories:** Both districts generally capped at 35 feet or 2–3 stories.





- **Setbacks:** CG requires compatibility with historic block patterns, often with reduced setbacks or build-to lines.
- **Lot Coverage:** CH-C allows greater lot coverage for intensive commercial; CG emphasizes preservation of historic scale.
- **Screening/Lighting:** CH-C applies standard commercial requirements; CG applies additional protections including dark-skies lighting and compatibility standards for adjacent residential.

### 3. Parking and Loading

- **CH-C:** Standard off-street parking ratios required. Employee parking and loading may be located in side/rear yards.
- **CG:** Offers flexibility for historic preservation, including reduced minimums, shared-parking allowances, and exemptions for historic buildings. Loading/delivery management must minimize disruption to surrounding neighborhoods.

### 4. Signage

- **CH-C:** Allows larger freestanding and wall-mounted signage, illuminated signs, and auto-oriented formats.
- **CG:** Restricts signage to smaller, pedestrian-scaled formats (projecting, wall, or window signs). All signage is subject to Historic Landmark Commission review to ensure historic compatibility.

### 5. Review Process

- **CH-C:** Standard permitting process through staff review; no historic oversight required.
- **CG:** Certificate of Appropriateness (COA) required from the Historic Landmark Commission for new construction, exterior alterations, site work, and signage. This ensures compatibility with the district's historic character before permits are issued.

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## Clarifying Questions and Responses

### Q1. Will upper-story residential remain allowed under CG at this site, and are there any limits that could unintentionally reduce housing in the historic core?

**A:** Yes, upper-story residential remains permitted in the CG District. The intent of CG zoning is to support mixed-use and encourage residential in the historic core. No new limitations are introduced that would reduce housing opportunities.



**Q2. Does this project trigger a Traffic Impact Analysis (TIA) or a trip-generation review, and how will existing congestion and on-street parking pressure be addressed?**

**A:** The proposed zone change itself does not automatically trigger a TIA. A traffic review would be required at the time of any redevelopment that meets trip-generation thresholds defined in the City's subdivision and zoning code. Parking congestion in the downtown core will continue to be evaluated through site plan review, with consideration for shared parking and loading strategies.

**Q3. Will a Parking Plan be required at entitlement, including employee parking location, delivery hours, and trash/dumpster screening?**

**A:** Yes. A Parking Plan is required at entitlement under both CH-C and CG. For CG, flexibility is provided to accommodate historic buildings, but site plans must still address employee parking location, delivery/loading hours, and dumpster/trash screening to ensure minimal impact on surrounding properties.

**Q4. Given the City's discussion of managing downtown character through a Historic Overlay, how does a base-district change fit that policy direction?**

**A:** The CG base-district change is consistent with the policy direction, as it places the property under Historic Landmark Commission jurisdiction immediately. This ensures that all exterior modifications, new construction, signage, and site work are subject to full COA design review. Overlay discussions may expand this framework in the future, but CG zoning already ensures compatibility and preservation.

**Q5. If the Commission proceeds, could conditions ensure full HLC/COA design control and appropriately scaled signage?**

**A:** Yes. By rezoning to CG, the property becomes subject to HLC oversight for all exterior changes and signage. If desired, the Commission could also recommend conditions clarifying that all redevelopment must comply with full COA review, historic design guidelines, and signage scaled to the pedestrian environment.



# Agenda Report

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**Agenda of:** September 10, 2025

**Department:** Community Development

**Subject:** Development Agreement Policy

## Background:

Following our last Planning and Zoning meeting, it was agreed that we should schedule a Development Agreement Policy workshop. After coordinating with all the commissioners, the workshop has been set for September 24, 2025, at 5:30 p.m. This message is simply to confirm that date.

To help frame the discussion, here are a few initial topics I have identified as potential starting points:

- Streamline Process – including when Development Agreements should be reviewed by Planning and Zoning
- Annexation considerations
- Elimination of UDO elements
- Building materials standards
- Street connectivity requirements
- Underground utilities

Additionally, other priorities from past discussions that we may want to revisit include:

- Dark skies lighting
- Upgraded street signage

## Attachments:

- None