

**CITY OF CASTROVILLE CITY COUNCIL AND PLANNING & ZONING COMMISSION
SPECIAL CALLED MEETING/WORKSESSION**

City Council Chambers

1209 Fiorella

March 17, 2025

Monday

5:30 P.M.

MINUTES

I. CALL TO ORDER

Mayor Darrin Schroeder called the meeting to order at 5:34 p.m.

II. ROLL CALL

Present:

Mayor Darrin Schroeder

Mayor Pro Tem Sheena Martinez

Councilmember Phil King

Councilmember David Merz

Councilmember Robert Lee

Scott Dixon, City Administrator

Debra Howe, City Secretary

Breana Soto, Community Development Director

Absent:

Councilmember Paul Carey

Others in Attendance:

Paul Wendland, Attorney with Denton, Navaro, Santee, Rodriguez, Bernal & Zech

Matt Lewis, Simplecity

III. CITIZENS 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 and residential address before speaking. Speakers will be allowed a maximum of 3 minutes for testimony. Speakers making personal, impertinent, profane, or slanderous remarks will be given one warning before losing the privilege to speak or may be removed from the room. 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.

No one requested to speak.

VI. DISCUSSION AND ACTION ITEMS

a. Discussion on Unified Development Ordinance

Community Development Director Breana Soto provided a list to the city council and planning and zoning commission on topics discussed in previous meetings with citizen participation. Ms. Soto went through the recommendations made at previous meetings confirming the city council were still in agreement on: existing RA lots zoned P3 changed to P2.5 built before 2019; rename P2.5 from Historic

residential to Traditional residential; allow on-street parking in P2.5; add street subsection specifications; RC would stay the same in the transition; add a table of reference to related documents such as comp plan, building codes, downtown plan with a link; add an index of each chapter for an easier search; allow ADU's in all zoning classifications with Special Use permits; allow RV Parks in P2 zones with a Special Use Permit; add water right from the UDO; and make 2.2.3 design charrette optional; make sure no legal conflicts with historic overlay name; change document to reflect sign enforcement; and allow RV parking in the 2nd and 3rd layers in accordance with current zoning. Councilmember Martinez clarified the Special Use Permits were transferable. Ms. Soto moved on to the Comprehensive Plan saying per the legislation it was not a requirement for the Comprehensive Plan to be updated every five years but staff recommended keeping the language. Ms. Soto said she would update the tables and put in the area of stability changes from P3 to P2.5. Ms. Soto said in the UDO there was a Design Review Committee and asked the city council who they wished to see on the committee. This committee would be reviewing plans for the city. Councilmember Martinez felt citizens should be on the committee. Ms. Soto said generally the committee makeup was representatives from the community development, parks, police, and fire marshal departments. Planning and Zoning member Bruce Alexander said in the past the city's board was made up of City Administrator, Public Works Department and City Engineer. Mayor Schroeder asked P & Z Chairman Jim Welch what other cities called the review board. Mr. Welch said other cities he had worked with called the board the Preliminary Plan Review or Staff Plan Review. Ms. Soto suggested having City Administrator, Public Works, Community Development and look at others, to be added. Matt Lewis, Simplecity said the committee also looked at comments and made sure they were following the city codes and any changes would be sorted out during the review process. Council agreed the committee should consist of City Administrator, Community Development, Parks and Recreation, Fire Marshall, and the City Engineer. Councilmember Merz felt for the pre-application meeting there should only be one meeting and a time limit set on the application. Councilmember Martinez felt the penalty should be a percentage of the application. Ms. Soto said there was already a process in place in the current ordinance. Ms. Soto asked about the change of moving up to 2.75 acres to keep from splitting up a city block into additional lots thus allowing a subdivision within the city. P & Z Alternate Melanie Knous asked if this applied to the whole city or just the historic overlay areas. Mayor Schroeder said all areas in the city would be under this. Mayor Schroeder said the in-field lots already platted before this ordinance would stay the same as passed. Councilmember Lee was not in favor of changing the current standards to allow additional lots. Mayor Schroeder said to move over the standards in the CZO and look at later. It was determined this was for in-field lots not new development. Councilmember Martinez agreed with Councilmember Lee, Councilmember King agreed with Mayor Schroeder. Mayor Schroeder recommended moving over the 3 acre requirement within the city limits and keep same as of 2019. City Council discussed the Site Development with Matt Lewis saying when the developers came to the city they had to provide a concept of homes, streets etc. and this was being removed. P & Z Chairman Welch said he did not see the differential of the Neighborhood Plans for in-field or new development. Mayor Schroeder said the lot sizes would trigger the public process if smaller. Council all agreed on 3 acres in all areas. Discussion on the Site Development Plans would allow a model home built before the plat approval. P & Z member Alexander said in the past this was not allowed until after infrastructure

was approved and plat filed. Councilmember Martinez wanted to make sure penalties were included in the document for noncompliance. Councilmember Lee asked about the materials not allowed for fencing. Mr. Lee felt the fiberglass/plastic fencing was a good product and should be looked at. Councilmember Martinez asked about setbacks for fences and was told they could be placed on the property lines. P & Z Chairman Welch asked when the Site Plan was required and what were the triggers. The new development place type was for properties in the city limits, not in the ETJ. Mayor Schroeder said there could be larger lots in P3. Councilmember Merz said there was not a large percentage in P4. On the Subdivision Plan council agreed to keep the same process, go to P & Z then City Council. Councilmember Merz spoke on the private subdivisions saying he was not in favor within the city limits. Mr. Merz said someone from the private subdivision could use the public streets but others could not use theirs. P & Z Chairman Welch said that was his questions on the private streets and said San Antonio did allow private subdivisions and he wanted to make sure the streets and subdivisions were built to city standards. The Expiration of Development Approvals were changed from 36 months to 24 months and a zoning variance was also changed from 36 months to 24 months. Ms. Soto spoke on the Warrants item saying the city currently did not have this process and the question was if the city council would grant the Development Committee leeway to administratively grant a variance if within 5 percent of compliance. Councilmember Merz said city council could set guidelines on what would constitute allowance administratively. Mayor Schroeder suggested building in notification to city council and planning and zoning on the variances. Ms. Soto said if staff were to go through the additional steps the current variance process should just be followed. City Administrator Dixon said the city council could wait and see how many and what variances were requested and coming back later and change. A census was taken, and 6 members made up of city council and p & z were in agreement to allow the development review committee to grant variances if 5 percent or less. Update language in drainage study to the current standards and up the mapping language. Also change language removing the required drainage study (a) and adding on topographic map 1ft. contour intervals. The cost of distribution of oversizing facilities was not being used currently and could be looked at during the Design Review Committee process. P & Z member Alexander recommended removing the reimbursements for water and sewer and handle a different way. P & Z Chairman Welch said with water and sewer reimbursements it had the city doing the accounting and he suggested providing reimbursements through impact fees and felt it should be removed.

Mayor Schroeder called a brief recess at 7:40 p.m.

Mayor Schroeder reconvened in open session at 7:50 p.m.

The streets, paths, and trails were discussed. P & Z Commission Welch asked about TIA and was there a trigger for this for large developments. There would be comparison of what would be the improvement and addresses that was impacted. Matt Lewis, Simplecity, said a lot of the requirements should be in a separate engineering standards document. Mr. Welch asked if there would be a document being prepared and at this time, no. Councilmember Martinez asked about not allowing chip seal on reconstruction projects.

Ms. Soto said the streets would be reconstructed with what they were at the time of the project. P & Z Chairman Welch recommended changing the width shown for sideways as they were not 19ft. Mayor Schroeder asked about the northern route and the four-lane community Blvd., increased to 120 ft. to accommodate traffic relief off Hwy 90. City Administrator Dixon said this would be added to classification and the county had a different road dimensions. The council and board agreed the width of 40ft should be kept. Councilmember Merz asked if the city could be restrictive on street names. City Administrator Dixon said that was not in the city's purview to regulate. Councilmember Merz felt 41ft. was too wide for the street standards. Councilmember Lee said to keep for the proper radius for large vehicles such as fire trucks to travel through. P & Z Chairman Welch said most street standards have average daily trips and this information was not in the document and they were needed for classification. The city council and p & z agreed to keep the current setbacks of 10 ft. already in the current standards for RA, RC, HE and 5ft for CG. Councilmember Martinez asked about fencing and in her area not allowed due to deed restrictions. The city did not enforce deed restrictions. The city allowed fencing with 4 ft in front yard and 6 ft on the side and rear areas. The allowance of ADU's were discussed in depth with allowing after going through the Special Use Permit process. The city council and p & z agreed the maximum size should be 800 sq ft for the accessory dwellings and not to exceed 50% of the main structure. Language addressing current homes under 1000 sq ft. wishing to build a larger primary should be looked at. City Council wanted to look at deed restrictions, if legal. Councilmember Merz was against deed restrictions and spoke on a neighbor who was a native to Castroville and being unable to live in Castroville other than the apartment complex due to high costs and if the city allowed ADU's it could be an alternative for the next generation to stay at home and not move away, keeping the families together. Mayor Schroeder asked if ADU's would be allowed in new development and Ms. Soto said in P3, RC, and P2.5. Ms. Soto asked if they wished to include P2 as they had larger lots. It was noted to check on having deed restrictions. RV Parks were discussed being allowed in P2 as they were currently allowed in P2.5 and Councilmember Merz was in favor of RV parks being allowed in P2 and should put in Civic Space (CS) since the city owned a park. Councilmember Lee was against allowing RV parks in P2 and gave example of the river properties having enough room to have one put in without any input from property owners. Mr. Lee was in favor of allowing in P2 with a Special Use Permit. It was discussed to change all P2 zoned properties to P2.5 to discourage RV Parks. P & Z Chairman Welch spoke on setting standards that would not support trail connections. Mr. Welch recommended doing connection with block breaks. Mr. Welch said the goal was to have the same size blocks as they currently enjoyed. Mayor Schroeder said he had made the suggestion to create connectivity and it might be good to go larger and to have control over lighting requirements. Councilmember Merz suggested having 5 spaces with one designed for Bike Parking to accommodate the cycles. On the Civic Spaces the city council wanted clarification on ownership. This would be designated during the public process including parkland, cemeteries, churches, city buildings, and schools. The city council wanted the parkland to be good usable land. Currently, parkland dedication was 10% of the development and drainage areas were allowed to count toward the 10%. City Council felt during the public process the parks master plan and parks board should be consulted. Zoning changes were discussed related to P5 and city council recommended moving all to P4 for commercial

lots and the standards were better in P4. P4 doesn't allow for some businesses but P5 was more restrictive. The Hwy 90 strip that had some residential would go to P4, also the area across the street including O'Reilly's would be zoned P4. Exceptions were Sammy's, Gas Station and Haby's Bakery. On parking Councilmember Lee asked about needing a designated parking plan. The recommendation would be for the developer to bring a parking plan to meet their needs. Possibly have a minimum by Place Type or Business Type. Matt Lewis, Simplecity said that could be done by building types but market would dictate the number of spaces. Mayor Schroeder said asked about putting additional regulations on parking and the plan would be put before the design review committee for review. Short term rentals could not be regulated by the city but city council wanted the city attorney to verify. Home base businesses criteria was to be included in the UDO and Councilmember Lee was not in favor of putting properties in the historic district that were not designated as historic, if the owners did not want to be under the district's restrictions. The summary of the final draft would be completed by the end of the week and Simplecity would have the updates in a few weeks.

V. Adjourn

Mayor Schroeder adjourned the meeting at 10:46 p.m.

Mayor

ATTEST:

City Secretary