

MINUTES
PLANNING AND ZONING COMMISSION
Council Chambers, 1209 Fiorella
Wednesday, January 8, 2025

1. Call to Order: 6:31
2. Roll Call: Jim Welch, Kyle McVay, Bruce Alexander, Priscilla Garrett, Houston Marchman. Breana Soto, Community Development Officer
3. Citizens Comments: Open 6:34, Closed 6:37
Robert Lee, 1314 Gentilz: Comments on the Unified Development Code.
4. Approval of Minutes from previous meetings:
 - a. Joint meeting on May 7, 2024
 - b. Regular Called meeting on May 8, 2024
 - c. Joint meeting on December 6, 2024Motion to approve by Bruce Alexander, 2nd Houston Marchman. Motion passed.
5. Public hearing on the appeal of the Historic Landmark Commission's (HLC) decision regarding glass doors at 1102 Fiorella. Opened: 6:50

Breana Soto read a letter submitted by Helen Devan, 1105 Lisbon addressing policy and principle. Two citizens spoke: Rachel Shipp, 100 Country Lane, expressed concerns on safety and temperature control. Rhonda Jacobs, property owner, 1102 Fiorella, reviewed the process and spoke to the reasons why she felt the necessity of having the doors, pointed out the structure was not on the list of 96 listed in the ordinance, that when she presented to the HLC she had already purchased them and there was no other way to install the doors. Closed: 6:56.

6. Discussion and take appropriate action on the appeal of the Historic Landmark Commission's discussion regarding glass doors at 1102 Fiorella.

Breana Soto presented information on the property, guidelines and the HLC process. Bruce Alexander asked does the HLC ordinance cover everything in the Historic District and also the wording in the guidelines seems to be suggestive, example "should vs may" and is the wording mandatory? Breana Soto asked the City Attorney in attendance, T. Dan Santee to address the question.

Response: The language in context: before you make alterations on structures deemed historic, there are guidelines that come down from federal level on issues that are appropriate or not appropriate based on age/type of structure and that's what guidelines are for. You have adopted those guidelines into your ordinance and appointed HLC to safeguard those structures. HLC deemed that the doors were not

appropriate to receive a Certificate of Appropriateness (CofA) to make alterations and if you act without a CofA you can be cited, Further discussion clarified that structures, within the Historic District, setting aside contributing/non-contributing which are not specifically defined in the ordinance (the 96 list), come before the HLC before alterations are made. After further discussion by members Mr. Santee was asked what happens if the HLC decision is overturned and response was the vote would lead to the approval of the requested CofA but not grant a city work permit. Bruce Alexander made the motion to overturn HLC's action, Seconded by Houston Marchman. Motion passed with a vote of 3 for, 2 against.

7. Public Hearing on the adoption of a Comprehensive Plan. Open: 7:26

Matt Lewis, from Simple City, explained and provided a presentation, that the Comprehensive Plan, by law, is reviewed by cities every 5 years, and how it would fit into the Unified Development Code (UDO) if and when it is adopted by the city. Included would be the Downtown Master Plan. The Comprehensive Plan sets the parameters for the UDO which sets physical standards for how places get designed.

Citizens who spoke:

Mike Masters, 1410 Berlin –Concerns that we have no clarification or control over what is shown on the Castroville Growth Guidance Map, shown in the presentation. Lynette Farrimond, 1403 San Jacinto -There has been no time to read/reflect on specifics of zoning and place time issues.

Tammy Alexander, 516 Vienna –Against Multi Family housing in single family areas, Houston Square should stay as is, does not think the UDO should be adopted at this time, and no expansion of downtown commercial district.

Joe Holzhaus, 602 Berlin- concerns on density, one house on one city lot.

Valarie Jungman, 218 Alvina, 512 Paris- asked and had concerns on how this agenda came to be.

Xavier Avant, 1113 FM 471N- against making any changes until whole city knows what's going on, move forward but slowly

Stacy Bippert, 1419 Isabella- concerns on multiple family housing, keep what is left, keep it simple. Closed: 805

8. Discussion and take appropriate action on the adoption of a Comprehensive Plan.

Bruce Alexander thanked Simple City on work that has been done. Felt there is still room for more citizen input on plans that are included and to allow P&Z further discussion on public input/comments. These plans are still subject to change and not yet complete documents. They need further remarks on lot size, the Public Works Yard, and Houston Square. Felt that plans are written more for developers than citizens and that P&Z should be included more. Breana noted that a PAC

advisory committee which includes citizens and P&Z board members was established and has been meeting with Simple City through the process and that Joint meetings between City Council and P&Z have been held on a regular basis. Jim Welch noted that “a ton” of public meetings have been held and information has been provided online from the beginning and continued throughout the process. It was also noted that public meetings have been announced online and in the Utility Bills.

Staff requested that no action be taken to provide time for more citizen input. No action taken.

9. Public Hearing on the adoption of a Downtown Master Plan. Open: 8:38

Simple City Presentation: Focus centers on Fiorella/Paris Streets to encourage further exploration by visitors. Explained the Tax Increment Reinvention Zone (TIRZ) which puts tax money back into the city for downtown projects. Highlighted the possible movement of Public Works and possible further uses for the area.

Citizens who spoke:

Mike Masters, 1410 Berlin- Not enough input from citizens

Tammy Alexander, 516 Vienna- not in favor of expanding commercial area, Public Works stay the same, Houston Square stay the same.

Valarie Jungman, 218 Alvina, 512 Paris- worry about development, citizens not informed well enough.

Alex Limon, 1421 Cable Ranch, SA, working here- worried about what will happen when development comes.

Closed: 8:46.

10. Discussion and possible action on the adoption of a Downtown Master Plan.

Bruce Alexander had concerns on TIRZ reach into the commercial district and the preservation of our current lot sizes. Priscilla Garrett noted that we were looking at the plan Simple City is suggesting as a possibility. Something to look at when we are able to develop another area within the horseshoe. It's more like a dream plan. Staff requested that no action be taken. No action was taken.

11. Public hearing on the repealing of chapter 24: Signs and Signage and Chapter

100: Subdivisions from the Code of Ordinances, and the Comprehensive Zoning Ordinance and replacing with the new city of Castroville Unified Development Ordinance (UDO). Open 9:02

Simple City presentation focused on the entire development process in one document. Each chapter was reviewed and explanations were provided on how to read each chapter.

Breana Soto presented information and an explanation on how the Historic District fits into the UDO and how it would be interpreted.

Citizens who spoke:

Joe Holzhaus, 602 Berlin- worried about being able to obtain updated information online.

Mike Masters, 1410 Berlin- questioned why we were moving from 60% to 40% coverage per lot and against 2nd story houses inside the horseshoe.

Xavier Avant, 113 FM471N- questioned the establishment of smaller lots and the accuracy of documents online.

Tammy Alexander, 516 Vienna- worried about control of undesirable commercial, lot sizes and civic spaces.

Closed: 9:45

12. Discussion and take appropriate action on a recommendation on the repealing of chapter 24: Signs and Signage and Chapter 100: Subdivisions from the Code of Ordinances, and the Comprehensive Zoning Ordinance and replacing with the new city of Castroville Unified Development Ordinance (UDO).

Breana Soto explained that development processes do not change, they just transfer over into the UDO and the plotting process does not change. The change from 60% to 40% coverage on lots came from citizen concerns in prior meetings and presentations about density on city lots. The definition of civic spaces on larger lots outside the commercial district would only allow "green spaces" such as parks, pocket parks, plazas, etc.

She also stressed that the existing ordinances brought into one document (UDO) using charts are more easily used by staff and future developers from the beginning of discussions.

Houston Marchman raised concerns about 2 ½ story houses inside the horseshoe and would like more definition and information in future meetings.

Jim Welch stated the need to continue the process and appreciates the attendees input and future public

Staff requested that no action be taken to provide time for more citizen input. No action taken.

13. Meeting adjourned at 10:12


Reviewed/Approved
Jim Welch, Chair


Priscilla Garrett
Secretary