



CITY OF ALPINE
PLANNING & ZONING COMMISSION MEETING
October 28, 2024 – 5:30 PM

City Council Chambers, 803 W. Holland Avenue, Alpine, Texas 79830

1. **CALL TO ORDER.**

2. **PUBLIC COMMENTS.**

Each person in attendance who desires to speak to the Board on an item on the agenda shall speak during this section. Public comments may be made regarding agenda items only. Attendees must be physically present in order to address the Board. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees.

3. **PUBLIC HEARINGS.**

At this time, the Chair will invite members of the public to address each item listed in this section. Comments made during this section are limited to the topic of each public hearing. Attendees must be physically present in order to address the Board. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees. If more than one public hearing is being held, each person will be allowed to speak during each topic.

- A. Public Hearing to obtain citizen views and comments regarding Replat 2024-11-01, an application for replat which would allow the applicant, Family Crisis Center of the Big Bend, to reflect the updated ownership of a recently purchased unimproved alleyway on the subject property. The subject property is located at 402 E. Gallego Avenue and is legally described as Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 and the alley, Block 71 of the Original Town of Alpine. The property owner of record is Family Crisis Center of the Big Bend, inc. The parcel ID of the subject property is 12236. The current zoning classification of the property is R-2 Two Family District. If the replat is approved the zoning classification of the subject property will be R-2 Two Family District.
- B. Public Hearing to obtain citizen views and comments regarding Special Use Permit 2024-11-01, an application for special use permit to allow the applicant, Benjamin Garcia as a tenant through an existing license or permit (Brews & Hues - (BG) Wine and Malt Beverage Retailer's Permit), to provide beer and wine sales at the subject property for a newly established business, Viva Cow Dog & Cafe. The subject property is located at 215 E. Holland Avenue. The property owner of record is Jason Sullivan. The parcel ID of the subject property is 11798.
- C. Public Hearing to obtain citizen views and comments regarding Variance 2024-11-01, an application for a variance which would allow the applicant, Ni Feng Li and Xiudan Lin c/o Carol Morrow, to establish a variance to the setback requirements of the subject property. The acceptable setback is typically 12.5 feet from a structure to the property line. This variance would allow the subject property 0 feet of setback from the structure to the property line, which typically does not meet the requirements for a residential corner under the city's code. The subject property is located at 513 N. 16th Street and is legally described as Lots 7 and 8, Block 8, Hamilton Addition to Alpine as shown on subdivision plat files in Envelopes B6 and B7, Plat Records of Brewster County, Texas. The property owner of record is Ni Li Feng and Xiudan Lin. The parcel ID of the subject property is 10625. The current zoning classification of the property is R-2 Two Family District. If the variance is approved the zoning

classification of the subject property will be R-2 Two Family District.

4. **APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING**

- A. August 26, 2024 Meeting Minutes. (G. Calderon, City Secretary)
- B. September 23, 2024 Meeting Minutes. (G. Calderon, City Secretary)

5. **DISCUSSION ITEMS**

6. **ACTION ITEMS.**

Action items are to be accompanied by a brief statement of facts, including where funds are coming from, if applicable. (Action items limited to 10 per meeting).

- A. Approve Replat 2024-11-01, an application for replat which would allow the applicant, Family Crisis Center of the Big Bend, to reflect the updated ownership of a recently purchased unimproved alleyway on the subject property. The subject property is located at 402 E. Gallego Avenue and is legally described as Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 and the alley, Block 71 of the Original Town of Alpine. The property owner of record is Family Crisis Center of the Big Bend, inc. The parcel ID of the subject property is 12236. The current zoning classification of the property is R-2 Two Family District. If the replat is approved the zoning classification of the subject property will be R-2 Two Family District. (G. Calderon, City Secretary)
- B. Approve Special Use Permit 2024-11-01, an application for special use permit to allow the applicant, Benjamin Garcia as a tenant through an existing license or permit (Brews & Hues - (BG) Wine and Malt Beverage Retailer's Permit), to provide beer and wine sales at the subject property for a newly established business, Viva Cow Dog & Cafe. The subject property is located at 215 E. Holland Avenue. The property owner of record is Jason Sullivan. The parcel ID of the subject property is 11798. (G. Calderon, City Secretary)
- C. Approve Variance 2024-11-01, an application for a variance which would allow the applicant, Ni Feng Li and Xiudan Lin c/o Carol Morrow, to establish a variance to the setback requirements of the subject property. The acceptable setback is typically 12.5 feet from a structure to the property line. This variance would allow the subject property 0 feet of setback from the structure to the property line, which typically does not meet the requirements for a residential corner under the city's code. The subject property is located at 513 N. 16th Street and is legally described as Lots 7 and 8, Block 8, Hamilton Addition to Alpine as shown on subdivision plat files in Envelopes B6 and B7, Plat Records of Brewster County, Texas. The property owner of record is Ni Li Feng and Xiudan Lin. The parcel ID of the subject property is 10625. The current zoning classification of the property is R-2 Two Family District. If the variance is approved the zoning classification of the subject property will be R-2 Two Family District. (G. Calderon, City Secretary)
- D. Approve a recommendation to the City Council to approve the updated zoning map provided by the Rio Grande Council of Governments. (M. Antrim, City Manager)

7. **BOARD MEMBER COMMENTS**

8. **ADJOURN.**

CERTIFICATION

I, Geoffrey R. Calderon, do hereby certify that this notice was posted at City Hall, in a

convenient and readily accessible place to the general public, and on the City website at www.cityofalpine.com/agenda pursuant to Section 551.043, Texas Government Code. The said notice was posted by 2:00 P.M. on October 23, 2024, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting.

WITNESS MY HAND AND SEAL
this 23rd day of October, 2024.



Geoffrey R. Calderon, TRMC
City Secretary & Chief Governance Officer



**PLANNING & ZONING COMMISSION AGENDA ITEM
REPORT**

October 28, 2024

Agenda Item No. 4A

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Geoffrey R. Calderon, City Secretary

Staff Recommendation: Approve



AGENDA ITEM

August 26, 2024 Meeting Minutes. (G. Calderon, City Secretary)

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

1. 8-26-24 Planning & Zoning Minutes

BUDGET CONSIDERATIONS

Expenditure Required: N/A

Savings Anticipation: N/A

Current Budget FY 2024-2025: N/A

Additional Funding: N/A

APPROVERS

Alex Tackett, Records Clerk

Geoffrey R. Calderon, City Secretary

Megan Antrim, City Manager

City of Alpine
PLANNING & ZONING COMMISSION MEETING
Monday, August 26, 2024 – 5:30 PM
Minutes

1. **CALL TO ORDER.**

2. **PUBLIC COMMENTS.**

Each person in attendance who desires to speak to the Board on an item on the agenda shall speak during this section. A Public Comment Card must be filled out and turned in to the City Secretary at least 5 minutes prior to the start time of the meeting. The Public Comment Card may be filled out at www.cityofalpine.com/councilcomments. Public comments may be made regarding agenda items only. Attendees must be physically present in order to address the Board. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees. Please note that the Board may only take action on items posted on the agenda. The Texas Open Meetings Act prohibits the Board from deliberating or taking action on an item not listed on the agenda. City Staff may ask commenters clarifying questions, respond with facts, and explain policy.

3. **PUBLIC HEARINGS.**

At this time, the Chair will invite members of the public to address each item listed in this section. Comments made during this section are limited to the topic of each public hearing. Attendees must be physically present in order to address the Board. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees. If more than one public hearing is being held, each person will be allowed to speak during each topic.

- A. Public Hearing to obtain citizen views and comments regarding Replat 2024-09-01, a replat application to allow the applicant, Sara Bow, to remove internal lot lines and reflect updated ownership of a city alley that was purchased by the applicant. The subject property is located at the corner of North 4th Street and East Avenue E and is legally described as Lots 6, 7, and 8, along with a 15.67 foot wide strip of vacated alley lying adjacent to and East of said lots, all out of Block 3, Original Townsite of Alpine, as shown in subdivision plat on file in Volume 2, Page 97, Deed Records of Brewster County, Texas. The Property ID of the subject property is 11805. The current zoning classification of the property is C-2 Business District. If the replat is approved the zoning classification will remain C-2 Business District.

4. **APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING**

- A. Approval of July 22, 2024 Regular Meeting Minutes. (G. Calderon, City Secretary)

On a motion by Commissioner Laxton and seconded by Commissioner Nix to approve the minutes, the Commission unanimously adopted the motion.

5. **DISCUSSION ITEMS**

6. **ACTION ITEMS.**

Action items are to be accompanied by a brief statement of facts, including where funds are coming from, if applicable. (Action items limited to 10 per meeting).

- A. Approve a recommendation regarding Replat 2024-09-01, a replat application to allow the applicant, Sara Bow, to remove internal lot lines and reflect updated ownership of a city alley that was purchased by the applicant. The subject property is located at the corner of North 4th Street and East Avenue E and is legally described as Lots 6, 7, and 8, along with a 15.67 foot wide strip of vacated alley lying adjacent to and East of said lots, all out of Block 3, Original Townsite of Alpine, as shown in subdivision plat on file in Volume 2, Page 97, Deed Records of Brewster County, Texas. The Property ID of the subject property is 11805. The current zoning classification of the property is C-2 Business District. If the replat is approved the zoning classification will remain C-2 Business District.

On a motion by Commissioner Molinar and seconded by Commissioner Nix to approve, the Planning & Zoning Commission adopted the motion with all members voting in favor excluding Commissioner Laxton who abstained.

7. **BOARD MEMBER COMMENTS**

8. **ADJOURN.**

APPROVED:

ATTEST:

Officer of the Board

Geoffrey R. Calderon, TRMC
City Secretary & Chief Governance Officer

CERTIFICATION

I, Geoffrey R. Calderon, do hereby certify that this notice was posted at City Hall, in a convenient and readily accessible place to the general public, and on the City website at www.cityofalpine.com/agenda pursuant to Section 551.043, Texas Government Code. The said notice was posted by 5:00 P.M. on August 22, 2024, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting.

WITNESS MY HAND AND SEAL

this 22nd day of August, 2024



Geoffrey R. Calderon, TRMC
City Secretary & Chief Governance Officer



**PLANNING & ZONING COMMISSION AGENDA ITEM
REPORT**

October 28, 2024

Agenda Item No. 4B

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Geoffrey R. Calderon, City Secretary



Staff Recommendation: Approve

AGENDA ITEM

September 23, 2024 Meeting Minutes. (G. Calderon, City Secretary)

EXECUTIVE SUMMARY

SUPPORTING MATERIALS

1. 9-23-24 Planning & Zoning Commission Minutes

BUDGET CONSIDERATIONS

Expenditure Required: N/A

Savings Anticipation: N/A

Current Budget FY 2024-2025: N/A

Additional Funding: N/A

APPROVERS

Alex Tackett, Records Clerk

Geoffrey R. Calderon, City Secretary

Megan Antrim, City Manager

City of Alpine
PLANNING & ZONING COMMISSION MEETING
Monday, September 23, 2024 – 5:30 PM
Minutes

1. **CALL TO ORDER.**

Board Members Present:

Commissioner Linda Molinar
Commissioner Thomas Griffith
Commissioner Guy Fielder
Commissioner Lisa Nix
Commissioner Joanna Laxton
Chair Matt Walter

City Staff and Stakeholders Present:

Geoffrey R. Calderon, City Secretary

Not Present: Mayor Catherine Eaves

Others Present: 4 other attendees.

2. **PUBLIC COMMENTS.**

Each person in attendance who desires to speak to the Board on an item on the agenda shall speak during this section. Public comments may be made regarding agenda items only. Attendees must be physically present in order to address the Board. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees.

Public Comments: Patricia Lafarell, Leonel Rodriguez

3. **PUBLIC HEARINGS.**

At this time, the Chair will invite members of the public to address each item listed in this section. Comments made during this section are limited to the topic of each public hearing. Attendees must be physically present in order to address the Board. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees. If more than one public hearing is being held, each person will be allowed to speak during each topic.

- A. Public Hearing to obtain citizen views and comments regarding Replat 2024-10-01, a replat allowing the applicant, Ruben Losoya, to amend lot lines to provide conformance with R-4 zoning requirements for the subject property. The subject property is located at or about 806 S. Cactus Street and is legally described as 1.482 acres out of the South 3.0 acres of the West Half (W/2) of Block 2, Means Addition "A," Brewster County, Texas, being all of that certain 1.483 acre tract described in Document no. 105626, Official Public Records of Brewster County, Texas. The property owner of record is Ruben Losoya. The Property ID of the subject property is 11311. The current zoning classification of the property is R-4 Mobile Home District. If the replat is approved the zoning classification of the subject property will remain R-4 Mobile Home District.

Public Comments: None.

- B. Public Hearing to obtain citizen views and comments regarding Special Use Permit 2024-10-01, a special use permit authorizing the applicant, Perla Baeza, to obtain a (Malt Beverage)

Retail Dealer's On-Premise License (BE) from the Texas Alcoholic Beverage Commission to establish a beer garden that will include malt beverage sales at the subject property. The subject property is located at the previous farmers market, 107 E. Murphy. The property owner of record is Perla Baeza. The Parcel ID of the subject property is 34500.

Public Comments: None.

4. **APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING**

5. **DISCUSSION ITEMS**

- A. Discussion regarding board member comments on the new proposed city zoning map. (T. Griffith, Commissioner)
- B. Discussion regarding a listing of pros and cons of the city zoning map. (T. Griffith, Commissioner)

6. **ACTION ITEMS.**

Action items are to be accompanied by a brief statement of facts, including where funds are coming from, if applicable. (Action items limited to 10 per meeting).

- A. Approve Replat 2024-10-01, a replat allowing the applicant, Ruben Losoya, to amend lot lines to provide conformance with R-4 zoning requirements for the subject property. The subject property is located at or about 806 S. Cactus Street and is legally described as 1.482 acres out of the South 3.0 acres of the West Half (W/2) of Block 2, Means Addition "A," Brewster County, Texas, being all of that certain 1.483 acre tract described in Document no. 105626, Official Public Records of Brewster County, Texas. The property owner of record is Ruben Losoya. The Property ID of the subject property is 11311. The current zoning classification of the property is R-4 Mobile Home District. If the replat is approved the zoning classification of the subject property will remain R-4 Mobile Home District. (G. Calderon, City Secretary)

On a motion by Joanna Laxton and seconded by Lisa Nix to approve, the board unanimously voted to adopt the motion.

- B. Approve Special Use Permit 2024-10-01, a special use permit authorizing the applicant, Perla Baeza, to obtain a (Malt Beverage) Retail Dealer's On-Premise License (BE) from the Texas Alcoholic Beverage Commission to establish a beer garden that will include malt beverage sales at the subject property. The subject property is located at the previous farmers market, 107 E. Murphy. The property owner of record is Perla Baeza. The Parcel ID of the subject property is 34500. (G. Calderon, City Secretary)

On a motion by Joanna Laxton and seconded by Lisa Nix to approve, the board adopted the motion with Commissioners voting in the following manner:

*Commissioner Molinar: Nay
Commissioner Griffith: Abstain
Commissioner Walter: Nay
Commissioner Fielder: Nay*

Commissioner Laxton: Nay
Commissioner Nix: Nay

7. **BOARD MEMBER COMMENTS**

8. **ADJOURN.**

APPROVED:

ATTEST:

Officer of the Board

Geoffrey R. Calderon, TRMC
City Secretary & Chief Governance Officer

CERTIFICATION

I, Geoffrey R. Calderon, do hereby certify that this notice was posted at City Hall, in a convenient and readily accessible place to the general public, and on the City website at www.cityofalpine.com/agenda pursuant to Section 551.043, Texas Government Code. The said notice was posted by 5:00 P.M. on September 19, 2024, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting.

WITNESS MY HAND AND SEAL
this 19th day of September, 2024



Geoffrey R. Calderon, TRMC
City Secretary & Chief Governance Officer



PLANNING & ZONING COMMISSION AGENDA ITEM REPORT

October 28, 2024

Agenda Item No. 6A

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Geoffrey R. Calderon, City Secretary

Staff Recommendation: Approve



AGENDA ITEM

Approve Replat 2024-11-01, an application for replat which would allow the applicant, Family Crisis Center of the Big Bend, to reflect the updated ownership of a recently purchased unimproved alleyway on the subject property. The subject property is located at 402 E. Gallego Avenue and is legally described as Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 and the alley, Block 71 of the Original Town of Alpine. The property owner of record is Family Crisis Center of the Big Bend, inc. The parcel ID of the subject property is 12236. The current zoning classification of the property is R-2 Two Family District. If the replat is approved the zoning classification of the subject property will be R-2 Two Family District. (G. Calderon, City Secretary)

EXECUTIVE SUMMARY

The City Council approved Ordinance 2024-04-04 on May 7, 2024. This ordinance abandoned, vacated, and sold an unimproved alley to the Family Crisis Center of the Big Bend. The subject property was a platted alley owned in fee simple by the City, but the previous building owners constructed a building over the alley. Part of the agreement to purchase the alley was that the applicant replat the property. This replat is being submitted to update the ownership records to reflect the updated ownership of the subject property.

SUPPORTING MATERIALS

1. REPLAT 2024-11-01 FCCBB_Redacted
2. Preliminary Replat

BUDGET CONSIDERATIONS

Expenditure Required: N/A
Savings Anticipation: N/A
Current Budget FY 2024-2025: N/A
Additional Funding: N/A

APPROVERS

Alex Tackett, Records Clerk
Geoffrey R. Calderon, City Secretary
Megan Antrim, City Manager



APPLICATION FOR PLAT

City of Alpine Building Services Department
309 W. Sul Ross Av., Alpine Texas, 79830
432.837.3281

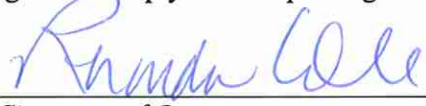
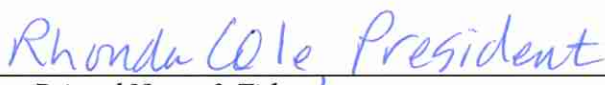
*Application must be completely filled out.

Please check one.						
☐ Master Plan	☐ Preliminary Plat	☐ Final Plat	☒ Preliminary Replat	☐ Final Replat	☐ Amended	☐ Minor
SECTION 1						
Proposed Subdivision Name <u>NA</u>				Unit No.		
Location Description/ Nearest Intersection <u>402 E Gallego Ave, Alpine Tx</u>						
Acreage <u>1.79 acres</u>		Number of existing lots <u>10</u>		Proposed <u>BLK 71</u>		
Reason (s) for Platting/ Replatting <u>Required by City</u>				Parcel ID No. <u>12236</u>		
SECTION 2						
Owner/Applicant <u>Family Crisis Center of the Big Bend Inc</u>						
(if applicant is person other than owner, a letter of authorization must be proved from owner)						
Address <u>Po Box 1470, Alpine Tx 79831</u>						
Primary Telephone Number		Email Address				
SECTION 3						
Licensed Engineer/ Surveyor Name <u>Smyth Surveyors Inc</u>			TDLR No. <u>6418</u> Firm # <u>10008800</u>			
Address <u>Po Box 375, Knippa Tx 78870</u>						
Primary Telephone Number		Email Address				
SECTION 4						
List any variances requested						
Reason for request (list any hardships, and please provide an in-depth description of why application is required) <u>We have purchased the Alley and a replat is required by the City of Alpine.</u>						
City Limits: Yes ☒ No ☐			Is any part of the property in a flood plain? Yes ☐ No ☒			
Is the property subject to any liens, encumbrances, or judgments? If so, give details. (Provide separate sheet if needed.) Permission from any lien holders and/or removal of any encumbrances or judgments will be necessary prior to filing of said plat with the County Clerk's office.						

REQUIRED ITEMS FOR SUBMITTAL PACKAGE:*Completed application, including signature of owner/applicant and signed waiver.*

☒ Fee (see reverse) ☐ Traffic Impact Assessment worksheet, reviewed by City of Alpine's Building Official, and appropriate Level TIA (if required). ☒ 3 copies of the plat (accepted size: 18"x 24"), collated and folded so that the subdivision name is visible and 1 digital copy. ☐ 1 copy of preliminary plan of the water system showing the approximate location and size of onsite and offsite existing and proposed water lines and fire hydrants. 1 copy of preliminary drainage plan (if required).	☒ Tax Certificate from Brewster County showing that no delinquent taxes are due on the property (Texas Local Government Code Section 12.002). ☐ Current deed restrictions for Vacating Plats, and Townhouse and Zero Lot Line Subdivisions. ☒ Survey Showing any existing structures on the subject property. ☐ List of approved street names by the appropriate county.
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I agree to comply with all platting and subdivision requirements of the City of Alpine.


Signature of Owner Printed Name & Title Date

(If applicant is person other than owner, a notarized letter of authorization must be provided from owner.)
Signature indicates authorization for plat application and acceptance of waiver statement.

TYPE OF PLAT/ACREAGE	TYPE I (Not previously platted, in R-3, C or M zoning, or Non-residential plat)	TYPE II (replat requiring public hearing in platted residential subdivision in any zone)	TYPE III (amending plat; corrections without vacating plat)	MASTER PLAN
Less than 1 acre	\$200.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$200.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$100.00	\$100.00 base fee + \$1.00 per lot or \$2.00 per acre, whichever is greater
1 to 4.99 acres	\$200.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$230.00 ^{250.00} Plus \$2 per lot or \$4 per acre, whichever is greater	\$100.00	
5 to 10 acres	\$225.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$345.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$100.00	
More than 10	\$300.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$460.00 Plus \$2 per lot or \$4 per acre, whichever is greater	\$100.00	

All filing fees for plats are payable at time of initial submittal.

All necessary signatures must be included. Signatures include: Planning & Zoning chair, City Secretary, Mayor, County Clerk. (must include blank spaces for recollection information).

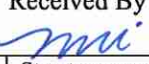
**All documents must indicate "replat", "amended" in the title if being revised.

Open space fees are due at time of final plat submittal. If public improvements are required, open space fees are due prior to construction plan approval.

IMPORTANT NOTES:

•For plats on TxDOT right-of-way, it is highly recommended that a permit be submitted to TxDOT prior to submitting the plat application.

FOR STAFF USE ONLY

Date Application Fee Received 09/30/24		Received By 		Receipt No. 24-007761		Cash/Check No. 1172	
Amount Received \$ 250.00	3 Copies ✓	Street names appr. list ✓	TxDOT approval letter N/A	Letter of authorization	Proof of ownership ✓	HOA document N/A	
Plat review meeting date				Planning Commission meeting date			
COUNTY CLERK RECORDING REQUIRED:							

IMPORTANT INFORMATION

PRELIMINARY APPLICATION CONFERENCE

1. Prior to the submission of any application, applicants must schedule a meeting with the Building Services department to discuss their project.
2. There is no charge for the initial meeting. Subsequent meetings for the same site, same development may incur a scheduling fee.
3. To schedule, please contact the Building Official at (432) 837-3281, option 2.

APPLICATION SUBMITTALS *(Refer to page 3 of this packet for the list of all deadline dates)*

1. A completed application form, associated documents, and applicable fees must be submitted on the specified submittal deadline date(s).
2. The city will not accept a plat application on a date other than a submittal deadline date.
3. An incomplete plat application will be disapproved.
4. A plat application, filed with the city, will be submitted to the Planning and Zoning Commission within 30 days following the submittal deadline date(s).

PUBLIC HEARINGS *(Refer to pages 3 of this packet for the regular meeting schedule)*

1. Public hearings are required for the consideration of all zoning changes. Public hearings are held during the Planning and Zoning (P&Z) Commission and (a) City Council meeting(s).
2. If required, plats will be considered by the Planning and Zoning Commission and the City Council through a public hearing.
3. Applicants or their agents are strongly encouraged to attend all public hearings and be available for questions. It is the applicant's responsibility to follow up with the Building Services Department regarding the status of the application(s).

EXTENSIONS AND MODIFICATIONS

1. An applicant may request an extension after an application has been filed and at least 10 days prior to the Planning and Zoning Commission Meeting.
2. Minor modifications to an application that has been filed may be made up until 10 days prior to the Planning and Zoning Commission Meeting. Major modifications will be disapproved.

P&Z COMMISSION REPORTS AND ACTIONS

1. Applicants will receive a response from the Building Services Department following the completeness check period.
2. Final recommended actions will be released by the Friday prior to the P&Z Commission meeting date.
3. The P&Z Commission will take the following actions on an initial plat application:
 - a. Approve.
 - b. Approve with conditions.
 - c. Disapprove.
4. If a application is disapproved, a new application, documents, and new plat application fees must be submitted in accordance with application submittals.



Fiscal Year 2024-2025
Planning & Zoning Commission
Application Submittal Packet

Zoning: Planned Development | Conditional/Special Use Permit | Rezone

Plats: Amending | Conceptual | Preliminary | Replat | Large Acreage Tract

Building Services Department

309 W. Sul Ross Ave

Alpine, Texas 79830

Office: (432) 837-3281, option 2

Email: building.services@cityofalpine.com

This packet is also available online at www.cityofalpine.com

Issued By:

Brewster County Tax Office
107 W Ave E #1 432-837-2214
Alpine, TX 79830

Property Information

Property ID: 12236 Geo ID: 973600710001000000
Legal Acres: 1.6581
Legal Desc: OT, BLOCK 71, LOT 1-10 (COMMUNITY CENTER)
Situs: 402 E GALLEGOS AVE ALPINE, TX
DBA:
Exemptions: EX-XV

Owner ID: 39458 100.00%
FAMILY CRISIS CENTER OF THE BIG BEND, INC.
PO BOX 1470
ALPINE, TX 79831

For Entities

Alpine ISD
Big Bend Regional Hospital District
Brewster County
City of Alpine

Value Information

Improvement HS: 0
Improvement NHS: 237,849
Land HS: 0
Land NHS: 58,338
Productivity Market: 0
Productivity Use: 0
Assessed Value 296,187

Current/Delinquent Taxes

This is to certify that, after a careful check of the tax records of this office, the following delinquent taxes, penalties, interest and any known costs and expenses as provided by Tax Code §33.48, are due on the described property for the following taxing unit(s):

Year	Entity	Taxable	Tax Due	Disc./P&I	Attorney Fee	Total Due
Totals:			0.00	0.00	0.00	0.00

Effective Date: 09/10/2024

Total Due if paid by: 09/30/2024 0.00

Tax Certificate Issued for:	Taxes Paid in 2023
Brewster County	0.00
Big Bend Regional Hospital District	0.00
City of Alpine	0.00
Alpine ISD	0.00

If applicable, the above-described property has/is receiving special appraisal based on its use, and additional rollback taxes may become due based on the provisions of the special appraisal (Comptroller Rule 9.3040) or property omitted from the appraisal roll as described under Tax Code Section 25.21 is not included in this certificate [Tax Code Section 31.08(b)].

Pursuant to Tax Code Section 31.08, if a person transfers property accompanied by a tax certificate that erroneously indicates that no delinquent taxes, penalties or interest are due a taxing unit on the property or that fails to include property because of its omission from an appraisal roll, the unit's tax lien on the property is extinguished and the purchaser of the property is absolved of liability to the unit for delinquent taxes, penalties or interest on the property or for taxes based on omitted property. The person who was liable for the tax for the year the tax was imposed or the property was omitted remains personally liable for the tax and for any penalties or interest.

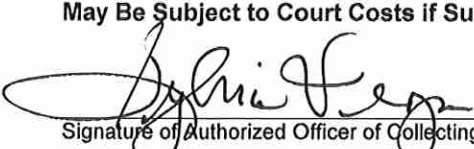
A tax certificate issued through fraud or collusion is void.

This certificate does not clear abuse of granted exemptions as defined in Section 11.43 Paragraph(1) of the Texas Property Tax Code.

May Be Subject to Court Costs if Suit is Pending

Date of Issue: 09/10/2024
Requested By: FAMILY CRISIS CENTER OF
Fee Amount: 10.00
Reference #:

Page: 1


Signature of Authorized Officer of Collecting Office



Building Services Department
 309 W. Sul Ross | Alpine, Texas 79830
building.services@cityofalpine.com
 (432) 837-3281, option 2

FISCAL YEAR 2024-2025 SUBMITTAL CALENDAR

Zoning and Plat Applications are only accepted on the submittal deadlines published in the Planning & Zoning Application Submittal Packet. Zoning Applications include rezone applications, conditional use permit applications, and special use permit applications. *Plans, plats, and related application submitted on a date other than a designated date are subject to disapproval.*

Zoning & Plat Application Submittal Date (Initial Application Only) 28 days ahead of P&Z Meeting	Planning & Zoning Commission Agenda/Hearing Date	City Council Hearing Date, As Applicable (1st Reading of Ordinance)	City Council Hearing Date, As Applicable (2nd Reading of Ordinance)	Public Hearing Notice (At least 15 days in advance of hearings)	Paper Deadline
5/27/24 - 5/28/24	6/24/24	7/2/24	7/16/24	6/6/24	6/4/24
6/24/24 - 6/25/24	7/22/24	8/6/24	8/20/24	7/4/24	7/2/24
7/29/24 - 7/30/24	8/26/24	9/3/24	9/17/24	8/8/24	8/6/24
8/26/24 - 8/27/24	9/23/24	10/1/24	10/8/24	9/5/24	9/3/24
9/30/24 - 10/1/24	10/28/24	11/5/24	11/19/24	10/10/24	10/8/24
10/28/24 - 10/29/24	11/25/24	12/3/24	1/7/25	11/7/24	11/5/24
12/30/24	1/27/25	2/4/25	2/18/25	1/9/25	1/7/25
1/27/25 - 1/28/25	2/24/25	3/4/25	3/18/25	2/6/25	2/4/25
2/24/25 - 2/25/25	3/24/25	4/1/25	4/15/25	3/6/25	3/4/25
3/31/25 - 4/1/25	4/28/25	5/6/25	5/20/25	4/10/25	4/8/25
4/28/25 - 4/29/25	5/26/25	6/3/25	6/17/25	5/8/25	5/6/25
5/26/25 - 5/27/25	6/23/25	7/1/25	7/15/25	6/5/25	6/3/25
6/30/25 - 7/1/25	7/28/25	8/5/25	8/19/25	7/10/25	7/8/25
7/28/25 - 7/29/25	8/25/25	9/2/25	9/16/25	8/7/25	8/5/25
8/25/25 - 8/26/25	9/22/25	10/7/25	10/21/25	9/4/25	9/2/25
9/29/25 - 9/30/25	10/27/25	11/4/25	11/18/25	9/9/25	9/7/25

Questions may be directed to the Building Services Department at (432) 837-3281, option 2.

REPLAT OF LOTS 1, 2, 3, 4, 5, 6,
7, 8, 9, 10 AND THE ALLEY, BLOCK
71 OF THE ORIGINAL TOWN OF
ALPINE

BEING OUT OF G. H. & S. A. R.R. CO. BLOCK 9, SURVEY 42,
ABSTRACT NO. 628

STATE OF TEXAS
COUNTY OF BREWSTER

WE, FAMILY CRISIS CENTER OF THE BIG BEND, INC., DO HEREBY CERTIFY THAT WE ARE THE OWNER OF THE 1.79 ACRE TRACT DESCRIBED HEREON, BEING ALL OF THOSE CERTAIN TRACTS DESCRIBED IN VOLUME 433, PAGE 152, AND VOLUME XXX, PAGE XXX, OFFICIAL PUBLIC RECORDS OF BREWSTER COUNTY, TEXAS, AND DO HEREBY REPLAT SAID TRACT TO BE KNOWN AS BLOCK 71 OF THE ORIGINAL TOWN OF ALPINE, TEXAS

THE STATE OF TEXAS
COUNTY OF _____

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED _____ KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE OR SHE EXECUTED THE SAME AS HIS OR HER FREE ACT AND DEED AND FOR PURPOSES AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS ____ DAY OF _____, 20____.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

MY COMMISSION EXPIRES: _____

WHEREAS THE PLANNING AND ZONING COMMISSION OF THE CITY OF ALPINE, TEXAS VOTED AFFIRMATIVELY ON THIS ____ DAY OF _____, 20____, TO APPROVE THIS PLAT.

CHAIRMAN, PLANNING AND ZONING COMMISSION

WHEREAS THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS VOTED AFFIRMATIVELY ON THIS ____ DAY OF _____, 20____, TO APPROVE THIS PLAT.

MAYOR, CITY OF ALPINE

ATTEST: _____
CITY SECRETARY

FILED FOR RECORD THIS ____ DAY OF _____, 20____ AT _____
RECORDED THIS ____ DAY OF _____, 20____, IN PLAT ENVELOPE NO. _____

SARAH VASQUEZ
BREWSTER COUNTY CLERK

SMYTH SURVEYORS, INC. FIRM #10008800

11269 US 90
PO BOX 375
KNIPPA, TEXAS 78870
PHONE 830-591-0858

THIS GRAPHIC WORK REPRESENTS THE RESULTS OF A SURVEY BEING PROVIDED BY SMYTH SURVEYORS, INC. SOLELY FOR THE EXCLUSIVE USE OF THE PARTIES SHOWN HEREON AND FOR THE PURPOSE SHOWN ABOVE. THE GRAPHIC REPRESENTATION SHOWN HEREON DEPICTS CERTAIN CONDITIONS FOUND EXISTING AS OF THE DATE OF THE ACTUAL SURVEY AND IS LIMITED TO THESE CONDITIONS FOUND AT THAT TIME. NO LICENSE HAS BEEN CREATED, EXPRESSED OR IMPLIED, TO COPY THIS GRAPHIC WORK. ALL RIGHTS RESERVED, COPYRIGHT 2024, SMYTH SURVEYORS, INC. ©

METES AND BOUNDS DESCRIPTION

Being a Boundary Survey of 1.79 acres, more or less, being all of Block 71 of the Original Town of Alpine, recorded in Plat Envelope No. 184 of the Brewster County Plat Records, and also being that same certain tract described in conveyance document to Family Crisis Center of the Big Bend, Inc., recorded in Volume 433, Page 152 of the Brewster County Official Public Records, Brewster County, Texas and being more particularly described by metes and bounds as follows: (The courses, distances, areas and any coordinates cited herein or shown on the corresponding survey plat conform to the Texas Coordinate System, North American Datum 1983, Texas South Central Zone.) (All corners called for as being set are marked on the ground with ½" rebar with plastic identification caps stamped "RPLS/6418" attached unless otherwise noted or shown.)

BEGINNING: at a found ½" diameter rebar capped "RPLS/6418" on the southwesterly Right-of-Way of S. 1st Street (55.56' R.O.W.), at a point on the northwest line of that same certain tract called 1.63 acres described in conveyance document to Robert W. Crim and Lynne E. Crim, recorded in Volume 6, Page 385 of the Brewster County Official Public Records, marking the southeast corner of Lot 1 of said Original Town of Alpine and marking the southeast corner of the herein described tract;

THENCE: S 73° 14' 18" W, with the common line of said Lot 1, the south line of a 20' platted alley, the south line of Lot 10 of said Original Town of Alpine and said 1.63 acres tract and with the herein described tract for a distance of **280.00** feet to a found ½" diameter rebar capped "RPLS/6418" on the northeasterly Right-of-Way of S. 2nd Street (55.56' R.O.W.), marking the southwest corner of said Lot 10 and marking the southwest corner of the herein described tract;

THENCE: N 17° 02' 42" W, with the northeasterly Right-of-Way of S. 2nd Street, also with the west lines of Lots 6-10 of said Original Town of Alpine and the herein described tract for a distance of **277.80** feet to a drill hole in asphalt at the intersection of the northeasterly Right-of-Way of S. 2nd Street and the southeasterly Right-of-Way of E. Gallego Avenue (55.56' R.O.W.), marking the northwest corner of said Lot 6 and marking the northwest corner of the herein described tract;

THENCE: N 73° 14' 18" E, with the southeasterly Right-of-Way of E. Gallego Avenue, also with the north lines of said Lot 6, said 20' platted alley and Lot 5 of said Original Town of Alpine and the herein described tract for a distance of **280.00** feet to a drill hole in asphalt at the intersection of the southeasterly Right-of-Way of E. Gallego Avenue and the southwesterly Right-of-Way of S. 1st Street, marking the northeast corner of said Lot 5 and marking the northeast corner of the herein described tract;

THENCE: S 17° 02' 42" E, with the southwesterly Right-of-Way of S. 1st Street, also with the east lines of said Lots 1-5 of said Original Town of Alpine and the herein described tract for a distance of **277.80** feet to the **Place of Beginning** and containing **1.79 acres** of land, more or less, within the herein described boundary, according to an actual on the ground survey made by Smyth Surveyors, Inc. and completed on August 23, 2024.

KNOW ALL MEN BY THESE PRESENT:

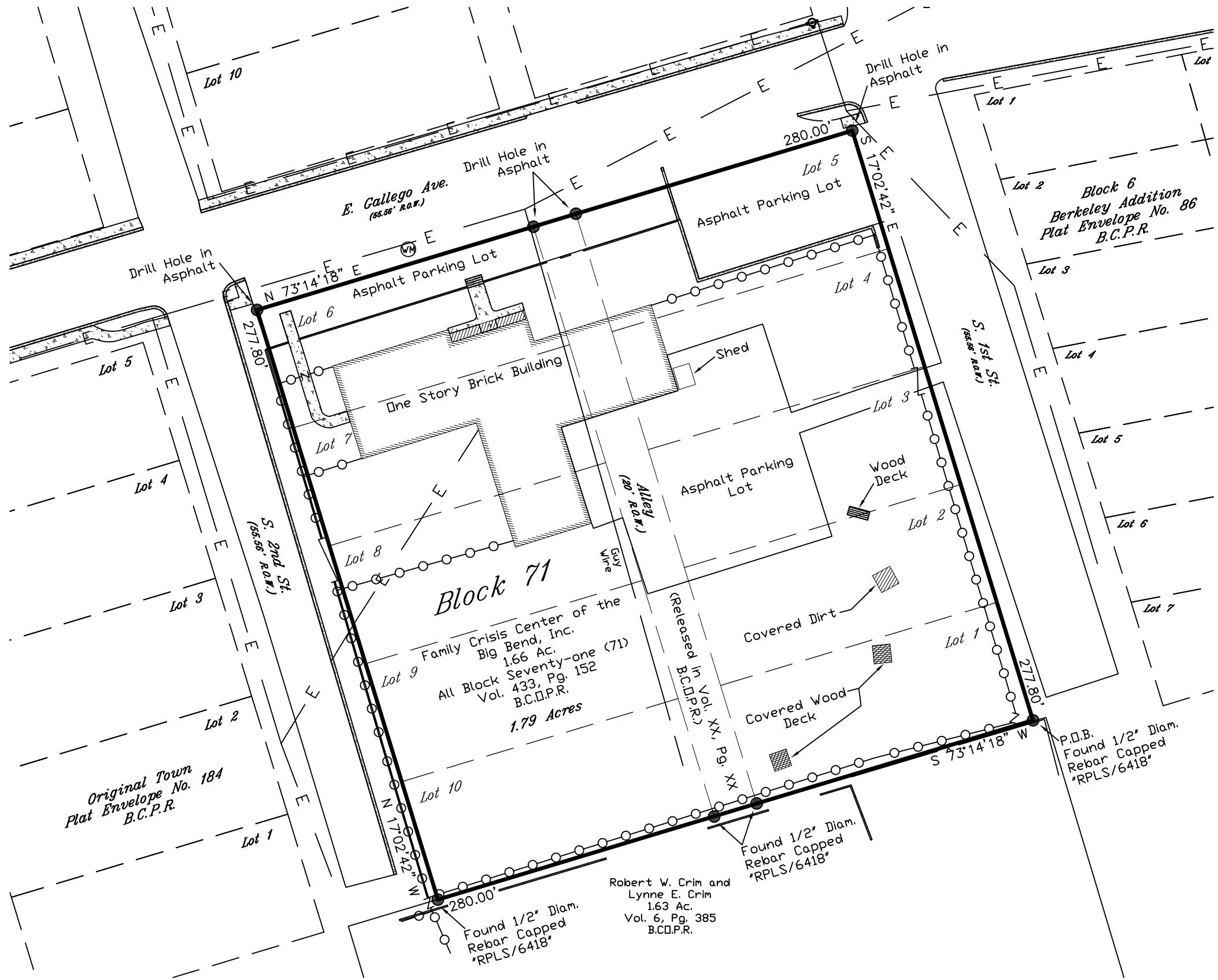
THAT I, MARK LOGRBRINCK, DO HEREBY CERTIFY THAT I PREPARED THIS PLAT FROM AN ACTUAL AND ACCURATE SURVEY OF THE LAND AND THAT THE CORNER MONUMENTS SHOWN HEREON WERE PROPERLY PLACED UNDER MY PERSONAL SUPERVISION IN ACCORDANCE WITH SECTION

DATE: AUGUST 23, 2024

Mark E. Logrbrinck
REGISTERED PROFESSIONAL LAND SURVEYOR
REGISTRATION NO. 6418

NOTES:

- ACCORDING TO FEMA FIRM MAP PANEL480085 0002 B DATED NOVEMBER 16, 1990, THIS TRACT APPEARS TO LIE FULLY WITHIN ZONE X (AREAS DETERMINED TO BE OUTSIDE 500-YEAR FLOODPLAIN).
- NO ROAD IMPROVEMENTS ARE PROPOSED WITH THIS PLAT.



LEGEND	
BOUNDARY LINE	—————
SUBDIVISION LINES	- - - - -
ADJOINER LINES	————— x ———
FENCE	— x — x — x — x —
GALVANIZED FENCE	— o — o — o — o — o —
STRUCTURES	—————
ASPHALT ROAD	—————
ELECTRIC UTILITY	— E — E — E —
WATER METER	⊙
FOUND MONUMENT	●



SCALE:
1" = 50'

PRELIMINARY

**PLANNING & ZONING COMMISSION AGENDA ITEM
REPORT**

October 28, 2024

Agenda Item No. 6B

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Geoffrey R. Calderon, City Secretary

Staff Recommendation: Approve



AGENDA ITEM

Approve Special Use Permit 2024-11-01, an application for special use permit to allow the applicant, Benjamin Garcia as a tenant through an existing license or permit (Brews & Hues - (BG) Wine and Malt Beverage Retailer's Permit), to provide beer and wine sales at the subject property for a newly established business, Viva Cow Dog & Cafe. The subject property is located at 215 E. Holland Avenue. The property owner of record is Jason Sullivan. The parcel ID of the subject property is 11798. (G. Calderon, City Secretary)

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

1. SUP 2024-11-01 B. Garcia J Sullivan Cowdog_Redacted

BUDGET CONSIDERATIONS

Expenditure Required: N/A

Savings Anticipation: N/A

Current Budget FY 2024-2025: N/A

Additional Funding: N/A

APPROVERS

Alex Tackett, Records Clerk

Geoffrey R. Calderon, City Secretary

Megan Antrim, City Manager



CONDITIONAL/SPECIAL USE PERMIT APPLICATION

City of Alpine Building Services Department
309 W. Sul Ross Av., Alpine Texas, 79830
432.837.3281

*Please complete one application per property. Application must be completely filled out.

SECTION 1: APPLICANT INFORMATION (applicant/agent/company/contact)		
Name Benjamin Garcia		
Address 215 E. Holland Ave		City, State, Zip Alpine, TX 79830
Primary Telephone Number [REDACTED]	Email Address [REDACTED]	
SECTION 2: PROPERTY INFORMATION		
Street Address of public property		
LEGAL DESCRIPTION OF SUBJECT PROPERTY (meets and bounds must be described on 8 ½ x 11 sheet)		
Lot ALL Lot 1& E/2 of Lot 2	Block 3	Addition
Square footage of property	Acres .25	Present zoning classification commercial
Proposed use of the property Breakfast Cafe, Mercantile		
Zoning ordinance provision requiring a conditional use (in-depth description & hours of operation) Beer & Wine Sales (Brews & Hues as a tenant) 11am-6pm daily 6pm-10pm special events only		
SECTION 3: PROPERTY OWNER INFORMATION		
Name of current property owner Jason Sullivan		
Address PO Box 1579		City, State, Zip Alpine, TX 79831
Primary Telephone Number [REDACTED]	Email Address [REDACTED]	

Submit a letter describing the proposed conditional use and note the request on the site plan document in the same letter.

1. Describe or show on the site plan, and conditional requirements or conditions imposed upon the particular conditional use by applicable district regulations (example: buffer yards, distance between users).
2. Describe whether the proposed conditional use will, or will not cause substantial harm to the value, use, or enjoyment of the other property in the neighborhood.
3. Describe how the proposed conditional use will add to the value, use or enjoyment of other property in the neighborhood.

 **PAID**
CHK# 234
09/27/24
24-007762

**SIGNATURE TO AUTHORIZE CONDITIONAL USE REQUEST AND PLACE
A CONDITIONAL USE REQUEST SIGN ON THE SUBJECT PROPERTY**

Benjamin Garcia

Print Applicant Name

[Signature]

Applicant signature

The State Of Texas

County Of Brewster

Before Me Rashawn Pickens

Notary

on this day personally appeared

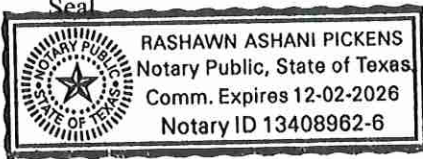
Benjamin Garcia

Applicant

Known to me (or proved to me on the oath of card of other documents) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of the office this 26th day of September, A.D. 2024

Seal



[Signature]
Notary in and for the State of Texas

Jason Sullivan

Print Property Owners Name

[Signature]

Property Owners Signature

The State Of Texas

County Of Brewster

Before Me Vanessa B. Rodriguez

Notary

on this day personally appeared

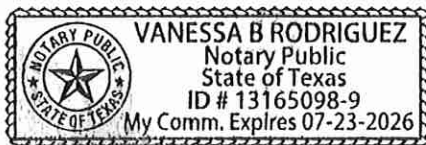
Jason Sullivan

Applicant

Known to me (or proved to me on the oath of card of other documents) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Seal

Given under my hand and seal of the office this 27 day of September, A.D. 2024



[Signature]
Notary in and for the State of Texas

ACKNOWLEDGEMENT

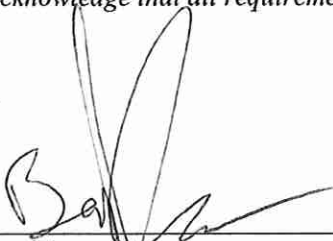
All conditional Use and Special Use Applications must be completed when filed and will be placed on the agenda.

All public hearings will be opened, and testimony given by the applicants and interested citizenry. Public hearings may be continued to the next public hearing. Public hearings will not be tabled.

After approval, changes to a conditional use or special use permit (no matter how minor or major) can only be approved by city council through the public hearing process.

APPROVAL DOES NOT AUTHORIZE ANY WORK IN CONFLICT WITH ANY CODES OR ORDINANCES

I have read and understand all of the requirements as set forth by the application for conditional use or special use permit and acknowledge that all requirements of this application have been met at the time of submittal


Owner/ Agent Signature

Benjamin Gonsal
Printed Name

9/27/24
Date

ILLUMINATION PLAN

An illumination plan to include a site photometric (including illuminated signs) and all fixture details shall be submitted as part of the site plan review process.

Applications will not be accepted without this requirement.

Chapter 18 - BUILDINGS AND BUILDING REGULATIONS | Code of Ordinances | Alpine, TX | Municode Library
"Outdoor Lighting Ordinance."

I hereby acknowledge that an illumination plan has been included as part of this submittal.


Owner/ Agent Signature

Benjamin Gonsal
Printed Name

9/27/24
Date

PLATTING VERIFICATION

This verification statement must be signed prior to the submittal of this conditional use application.

___ It has been determined that the property described below does require platting or replatting and the applicant has been instructed on this procedure.

___ It has been determined that the property described below is currently platted or does not require platting or replatting at this time.

215 E. Holland Ave, Alpine Tx 79830
Address of subject property

Lot 1 $\frac{1}{2}$ E/2 of Lot 2, Block 3, Subdivision 1109
Legal description of subject property

Verify by:

Name Building Services Department

Signature

Date



215 E. Holland
Alpine, TX 79830

- Breakfast Café
- Cow Dog Food Truck
- Mercantile

VIVA Cow Dog & Café – Offering Breakfast & Lunch Options for the Community.

Breakfast Café: Grab & Go service in the previous Poletown Pizza Café (fully licensed through Dept of Health Services) under Cow Dog, LLC. Offering Breakfast 8am-11:30pm

Cow Dog Food Truck onsite in previous beloved location offering lunch service 11:30-3pm

Hoot N Annie's Mercantile: Utilizing the existing laundromat located on the property just next to the café. The Mercantile is focused on highlighting the location resources, talents and services of our community. Artists Gallery, Retail & Grab & Go After Hour Snacks. Brews & Hues to offer Onsite Beer & Wine under their existing licensing through TABC & State Regulation. (conditional/special use permit request)

The Mercantile is focused on “for the community...by the community” Bringing Back a Local Community Gathering Place on Holland Avenue in Downtown Alpine.

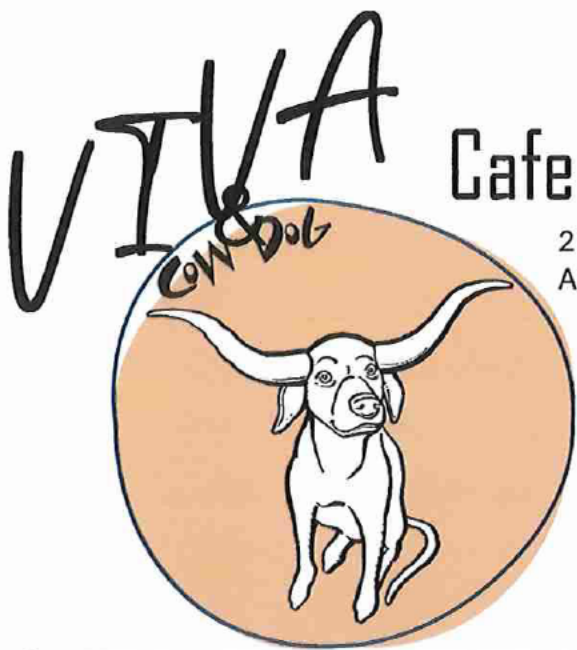
Mercantile: Conditional/Special Use Permit Application

- Existing Space of Abandoned Laundromat
 - On E2 Lot 2, Block 2, Subdivision 1109
- Retail & Extra Seating for Café
- No Build Out/ No Renovations
 - Minor Electrical
- Gallery & Community Art & Services Space
- Grab & Go Retail for After Hour Café/Food Truck Products
- Brews & Hues (tenant) to offer beer & wine utilizing their existing TABC Licensing, Insurance & State Regulatory Licensing
- Music Venue for daytime entertainment.
- Mainly Daytime Hours 11am-6pm
- Isolated Special Events offer evening hours until 10pm.
- Property is on Holland in Business District – should not impede or cause harm to neighborhood.

The Mercantile with Brews & Hues as a tenant will provide a unique Far West Texas gathering place for locals and guests of the community alike.

Highlighting our local resources, residents and talent in a way that enhances the overall downtown experience.

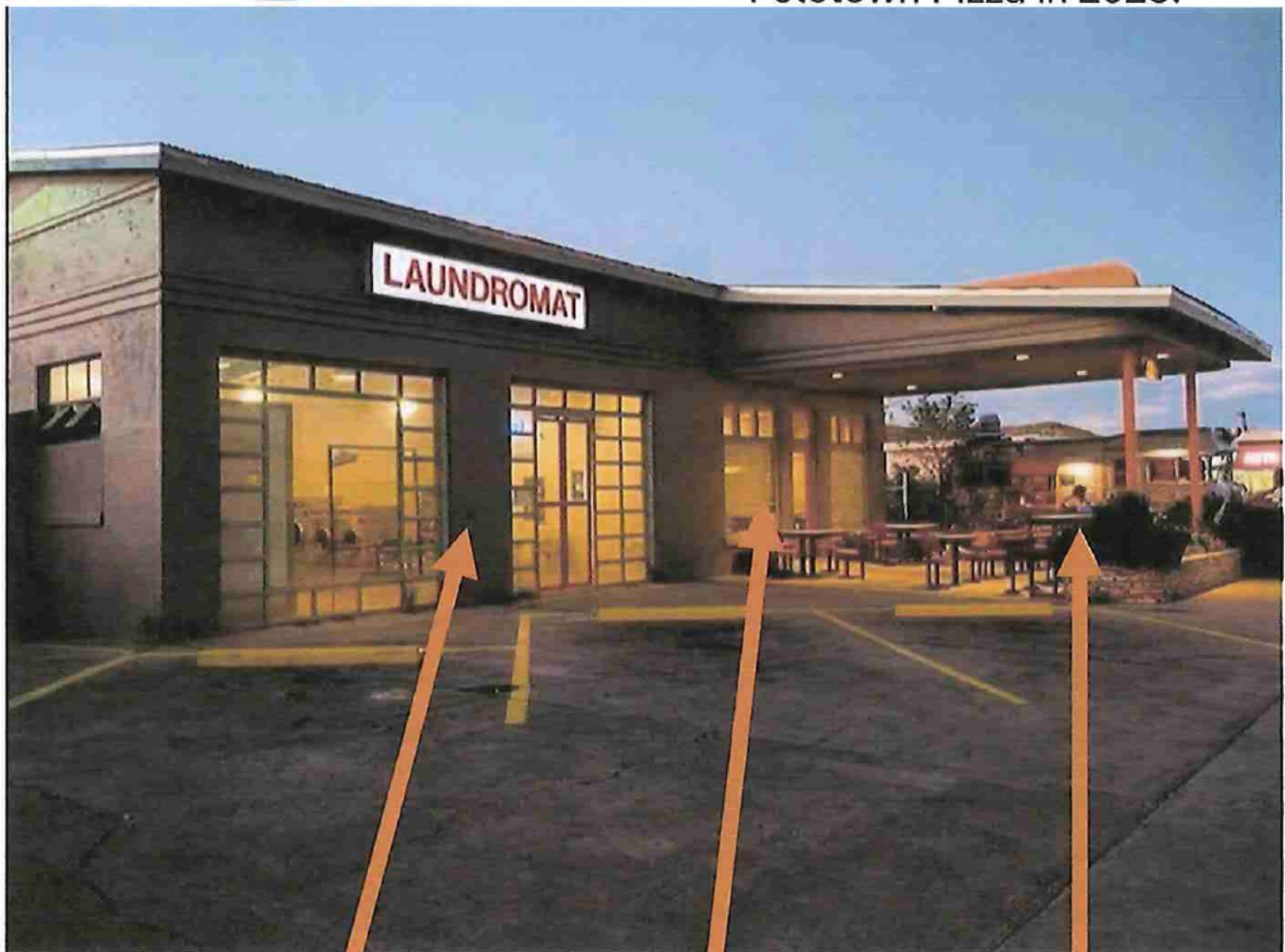
For the Community, By the Community



215 E. Holland
Alpine, TX 79830

Signage painted on front
building 6'x6'

Illumination is the existing lights
on the building – low lighting –
approved by the city as
Poletown Pizza in 2023.



Mercantile

Cafe

Food Truck

PLANNING & ZONING COMMISSION AGENDA ITEM REPORT

October 28, 2024

Agenda Item No. 6C

Department: Office of the City Secretary

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Geoffrey R. Calderon, City Secretary

Staff Recommendation: Approve



AGENDA ITEM

Approve Variance 2024-11-01, an application for a variance which would allow the applicant, Ni Feng Li and Xiudan Lin c/o Carol Morrow, to establish a variance to the setback requirements of the subject property. The acceptable setback is typically 12.5 feet from a structure to the property line. This variance would allow the subject property 0 feet of setback from the structure to the property line, which typically does not meet the requirements for a residential corner under the city's code. The subject property is located at 513 N. 16th Street and is legally described as Lots 7 and 8, Block 8, Hamilton Addition to Alpine as shown on subdivision plat files in Envelopes B6 and B7, Plat Records of Brewster County, Texas. The property owner of record is Ni Li Feng and Xiudan Lin. The parcel ID of the subject property is 10625. The current zoning classification of the property is R-2 Two Family District. If the variance is approved the zoning classification of the subject property will be R-2 Two Family District. (G. Calderon, City Secretary)

EXECUTIVE SUMMARY

None

SUPPORTING MATERIALS

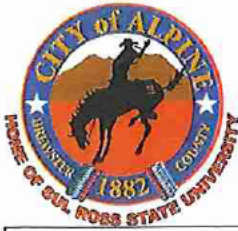
1. Variance 2024-11-01_Redacted

BUDGET CONSIDERATIONS

Expenditure Required: N/A
Savings Anticipation: N/A
Current Budget FY 2024-2025: N/A
Additional Funding: N/A

APPROVERS

Alex Tackett, Records Clerk
Geoffrey R. Calderon, City Secretary
Megan Antrim, City Manager

**BUILDING SERVICES**

309 W. SUL ROSS

ALPINE, TX 79830

432-837-3281

**PAID**
1484**APPLICATION FOR VARIANCE**

ADDRESS OF PROPERTY: <u>513 N 16th</u>		ACREAGE OF SITE: <u>.2355</u>	
LEGAL DESCRIPTION: <u>Hamilton Block 8, Lot 7, 8</u>			
PROPERTY OWNER: <u>Li Feng Ni</u>	CONTACT NAME: <u>CAROL MORROW</u>	TELEPHONE: [REDACTED]	EMAIL: [REDACTED]
MAILING ADDRESS: <u>1234 Stratford Ln.</u>		CITY: <u>San Dimas</u>	STATE & ZIP: <u>CA 91723</u>
PROJECT ENGINEER FIRM:	CONTACT NAME:	TELEPHONE:	EMAIL:
MAILING ADDRESS:		CITY:	STATE & ZIP:
PROJECT FOR WHICH VARIANCE IS SOUGHT:		APPLICABLE SECTION/SUBSECTION ORDINANCE:	
SPECIFIC USE OF THE PROPERTY:		EXISTING USES OF ADJACENT PROPERTIES:	

(CHECK ONE & INCLUDE SUPPORTING MATERIAL ON CHECKLIST)

☐ DEVELOPMENT☒ BUILDING☐ SIGN

Variance—A variance is a relaxation of the terms of the zoning ordinance where such variance will not be contrary to the public interest and where, owing to conditions peculiar to the property and not the result of the actions of the applicant, a literal authorized only for height, area and size of structure or size of yards and open spaces; establishment or expansion of a use otherwise prohibited shall not be allowed by variance, nor shall a variance be granted because of the presence of nonconformities in the zoning district or uses in an adjoining zoning district.

*Nearby violations. Nearby encroachments into setbacks, even if similar to the request variance, do not provide grounds for granting variance.

SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:

I as owner of the property hereinafter referenced, do hereby execute this document, and acknowledge the above statements to be true and, accurate to the best of knowledge. I have received, read and understand the terms and conditions of this request and agree to compliance with all applicable codes and ordinances of the City. I authorize the City or their representatives to visit and inspect the property for which this application is being submitted.

OPTIONAL:

CM I authorize my duly authorized agent to coordinate with the City and its representatives and speak in my behalf for the purpose of representing me in regards to this request.

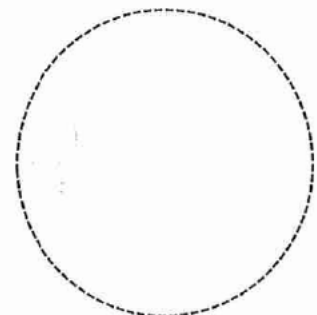
APPLICANT SIGNATURE

CAROL MORROW

PRINTED NAME

9-19-2024

DATE

FOR STAFF USE ONLYPERMIT # 24-007742TOTAL FEES 350.00DATE: 9-20-24

REASON:
Purchase City property (205 sq. ft.) to remove an
existing encroachment.

VARIANCE CHECKLIST

Variance applications that do not include all of the following information cannot be accepted for review

LETTER JUSTIFYING REQUEST:

- ☐ Provide a special individual reason that makes the strict application of the ordinance impractical.
- ☐ Prove that there are special circumstances or conditions affecting the land involved such that the strict application of the provisions of the ordinance would deprive the applicant of the reasonable use of his land.
- ☐ Describe the specific hardships that would be incurred by the applicant should the variance not be granted.
- ☐ Show how the modification is in conformity with the intent and purpose of the ordinance.
- ☐ Demonstrate how the granting of the variance will not be detrimental to the public health, safety, convenience or welfare, or injurious to the property in the area.
- ☐ Demonstrate that the granting of the variance will not create the probability of harmful environmental consequences.
- ☐ Discuss probable effect of variance on traffic conditions.
- ☐ Demonstrate that the granting of the variance will not have the effect of preventing the orderly development of other land in the area accordance with the provisions of the ordinance.

SUPPORTIVE MATERIAL

- ☐ General location map.
- ☐ Copy of plat, lot layout, site plan, etc.
- ☐ Scaled drawing(s) of proposed changes associated with variance to plat, lot layout, site plan, etc. (Such location of encroachment in setback, location of excessive cut and fill etc.)
- ☐ Sketch of structures, site work, etc. related to variance (such as the type of fence encroaching in a setback, cross-section, of excessive cut & fill, depiction of sign not allowed by ordinance, etc.)
- ☐ Supportive letters from the approving agencies (such as Fire Dept., Municipal Utility District, Texas Department of Transportation, etc.) as necessary.

STAFF USE:	
PLANNING & ZONING MEETING DATE (PUBLIC HEARING)	
NOTES:	

9/26/24

To Whom it May Concern,

Carol Morrow is authorized by me to apply for a variance from the City of Alpine. The property is 513 N 16th Street Alpine TX 79830.

Sincerely,
Li Feng Ni



dotloop verified
09/26/24 1:54 PM PDT
PKZO-EJDO-7PPZ-ISSN

To Whom it May Concern,

We are requesting a variance to the current ordinance as the home in question, 513 N 16th St is encroaching on 205 sq feet of City Property. This home is currently under contract, we currently can not receive Lender Approval unless the encroachment is removed. If the encroachment is not removed this home can only sell to cash buyers which would devalue the property as well as devaluing the surrounding properties.

We have provided a survey showing the proposed purchase from the City. We have met with 2 Council Members, and we will be on the next two City Council Meeting agendas.

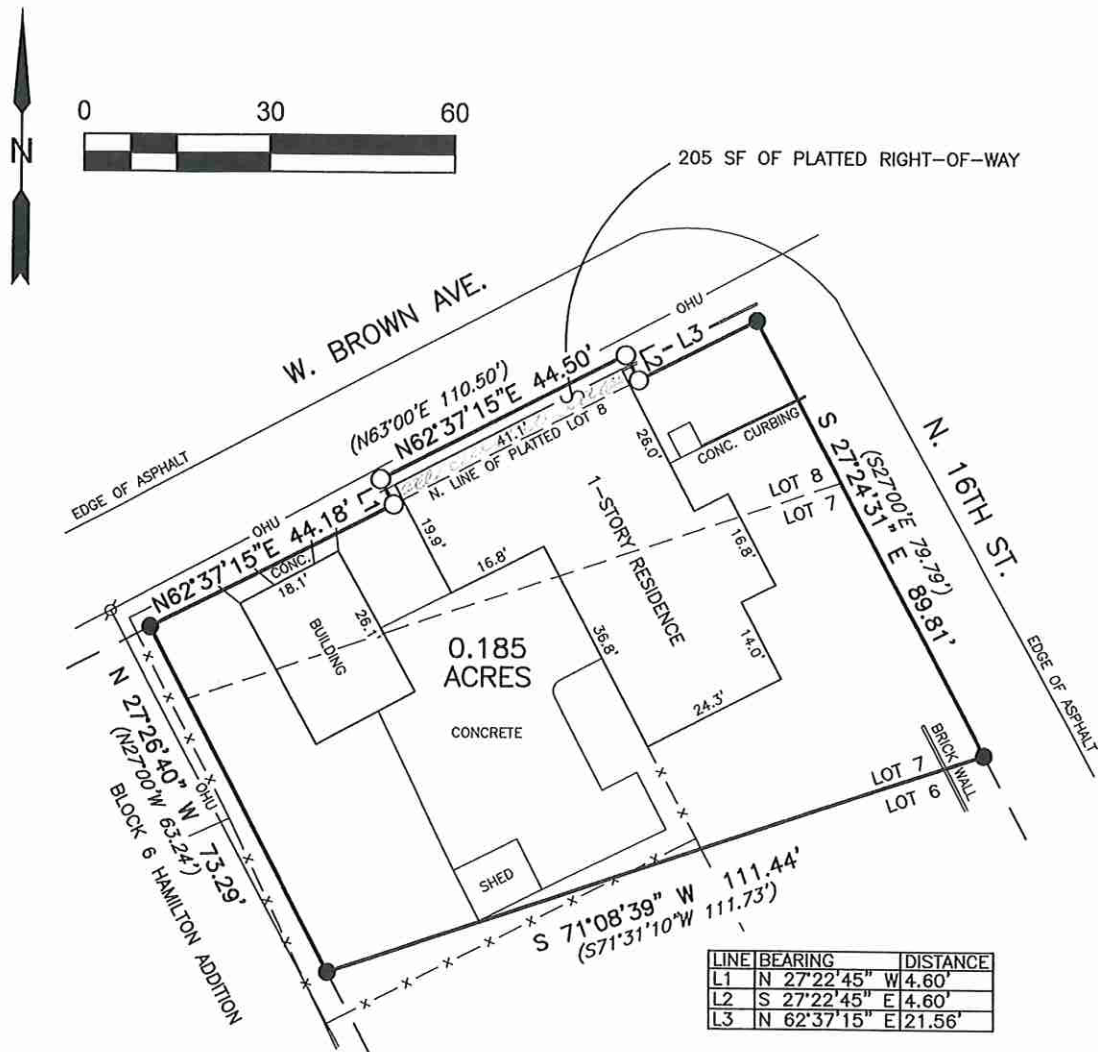
This variance is in no way detrimental to the public health, safety, convenience or welfare, or injurious to the property in the area. Granting this variance will not create any harmful environmental consequences. This variance will have absolutely no harmful effect on traffic conditions. This variance will not adversely affect any development of other land in the area.

Thank you for your consideration.

Carol Morrow

0.185 ACRES, BEING 205 SQUARE FEET OF PLATTED W. BROWN AVE. RIGHT-OF-WAY AND ALL OF LOTS 7 AND 8, BLOCK 8, HAMILTON ADDITION TO ALPINE, AS SHOWN ON SUBDIVISION PLAT FILED IN ENVELOPES 86 AND 87, PLAT RECORDS OF BREWSTER COUNTY, TEXAS

513 N. 16TH ST. ALPINE, TEXAS



LEGEND

-
- STATE OF TEXAS
REGISTERED
★
KEVIN MUELLER
5911
PROFESSIONAL
LAND SURVEYOR

I HEREBY CERTIFY THAT THIS PLAT IS BASED ON AN ACTUAL ON THE GROUND SURVEY AND THAT THE LINES AND CORNERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

K. H.

9-14-2024

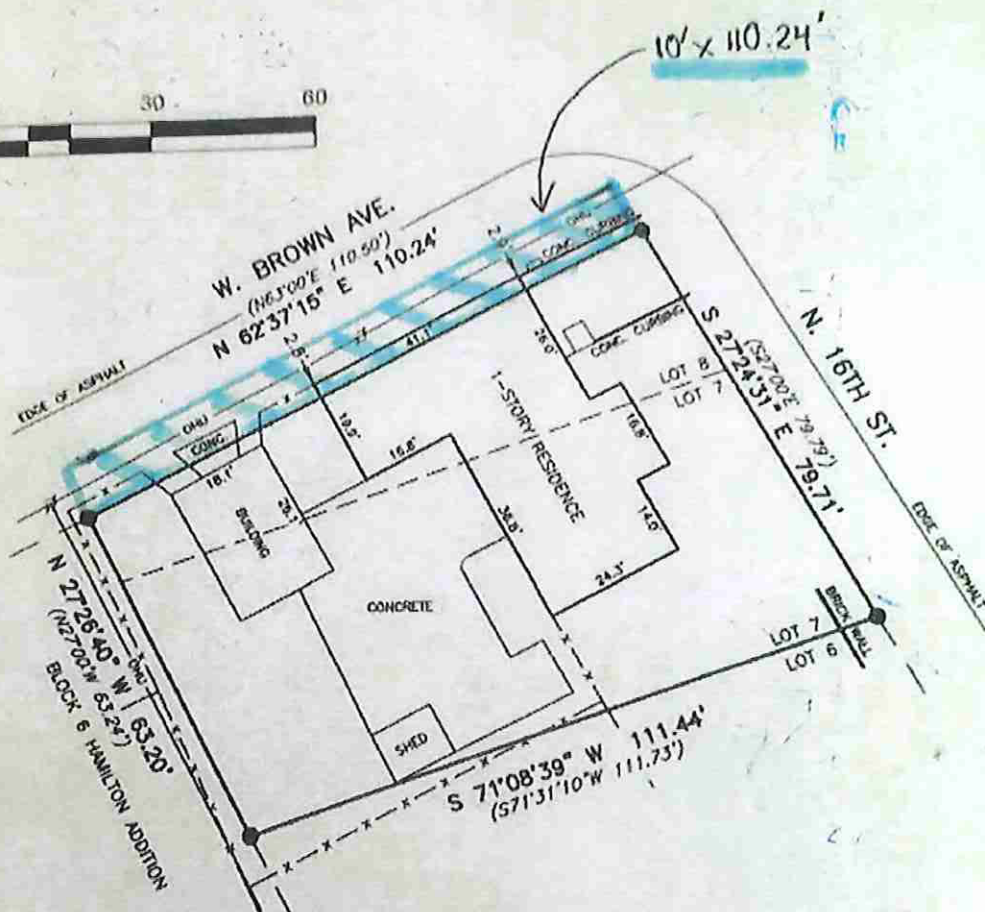
KEVIN MUELLER
105 N. COCKRELL ST.
(432) 538-2115
KEVIN.MUELLER@SAWTOOTHSURVEY.COM

TX SURVEY FIRM NO. 10194432

SURVEY PLAT

LOTS 7 AND 8, BLOCK 8, HAMILTON ADDITION TO ALPINE, AS SHOWN ON SUBDIVISION PLAT FILED IN
ENVELOPES 86 AND 87, PLAT RECORDS OF BREWSTER COUNTY, TEXAS

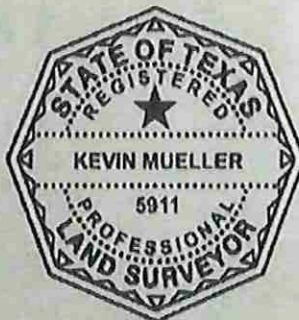
513 N. 16TH ST. ALPINE, TEXAS



AN INDEPENDENT EXHAUSTIVE SEARCH OF THE
PUBLIC RECORD HAS NOT BEEN CONDUCTED.
EASEMENTS/RESTRICTIONS NOT SHOWN HEREON
MAY AFFECT THIS TRACT.

LEGEND

- IRON ROD FOUND [CAPPED AS NOTED]
 - ⌵ UTILITY POLE
 - OH— OVERHEAD UTILITY
 - X—X— FENCE
 - () RECORD INFORMATION
- BEARING BASIS: WGS 84



ACCORDING TO FEMA FIRM MAP PANEL 4800850002B,
DATED 11/16/1990, THIS TRACT APPEARS TO LIE WITHIN
ZONE X [AREAS OUTSIDE THE 500-YR FLOODPLAIN].

I HEREBY CERTIFY THAT THIS PLAT IS BASED ON AN
ACTUAL ON THE GROUND SURVEY AND THAT THE LINES
AND CORNERS ARE TRUE AND CORRECT TO THE BEST
OF MY KNOWLEDGE AND BELIEF.

Kevin Mueller

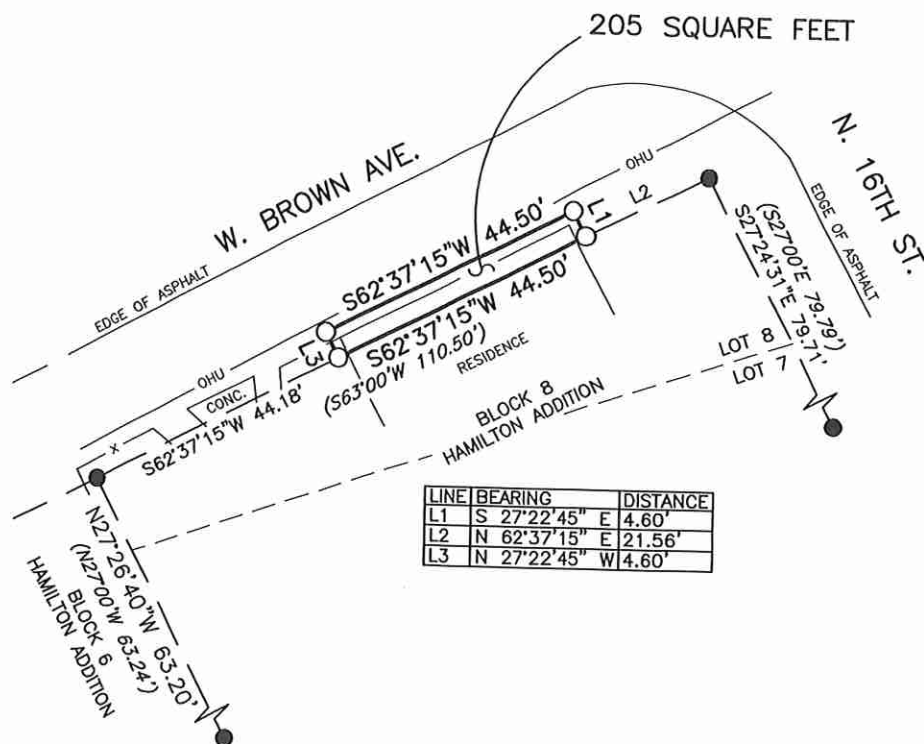
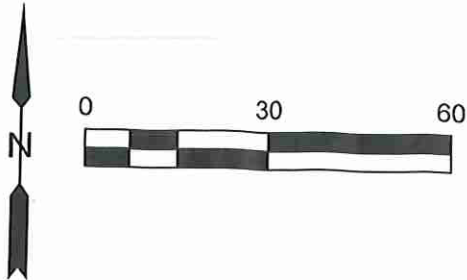
6-11-2024

KEVIN MUELLER
105 N. COCKRELL ST.
(432) 538-2115
KEVIN.MUELLER@SAWTOOTH SURVEY.COM

SAW TOOTH SURVEY
P.O. BOX 1751
ALPINE, TX 79831

SURVEY PLAT

205 SQUARE FEET OUT OF W. BROWN AVE. RIGHT-OF-WAY, ALPINE, TEXAS



AN INDEPENDENT EXHAUSTIVE SEARCH OF THE PUBLIC RECORD HAS NOT BEEN CONDUCTED. EASEMENTS/RESTRICTIONS NOT SHOWN HEREON MAY AFFECT THIS TRACT.

LEGEND

- IRON ROD FOUND [CAPPED AS NOTED]
 - CAPPED IRON ROD SET [5911]
 - ⊕ UTILITY POLE
 - OHU — OVERHEAD UTILITY
 - x — x — FENCE
 - () RECORD INFORMATION
- BEARING BASIS: WGS 84



I HEREBY CERTIFY THAT THIS PLAT IS BASED ON AN ACTUAL ON THE GROUND SURVEY AND THAT THE LINES AND CORNERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Kevin Mueller

9-14-2024

KEVIN MUELLER
105 N. COCKRELL ST.
(432) 538-2115
KEVIN.MUELLER@SAWTOOTHSURVEY.COM

SAW TOOTH SURVEY
P.O. BOX 1751
ALPINE, TX 79831

PLANNING & ZONING COMMISSION AGENDA ITEM REPORT

October 28, 2024

Agenda Item No. 6D

Department: Office of the City Manager

Sponsor: Megan Antrim, City Manager

Memo Prepared By: Geoffrey R. Calderon, City Secretary

Staff Recommendation: Approve



AGENDA ITEM

Approve a recommendation to the City Council to approve the updated zoning map provided by the Rio Grande Council of Governments. (M. Antrim, City Manager)

EXECUTIVE SUMMARY

This item is being added to the agenda to make a formal recommendation for the City Council to approve the draft zoning map provided by the Rio Grande Council of Governments.

SUPPORTING MATERIALS

1. ALPINE_ZONING_CITY_1OF5
2. ALPINE_ZONING_NE_3OF5
3. ALPINE_ZONING_NW_2OF5
4. ALPINE_ZONING_SE_5OF5
5. ALPINE_ZONING_SW_4OF5

BUDGET CONSIDERATIONS

Expenditure Required: N/A

Savings Anticipation: N/A

Current Budget FY 2024-2025: N/A

Additional Funding: N/A

APPROVERS

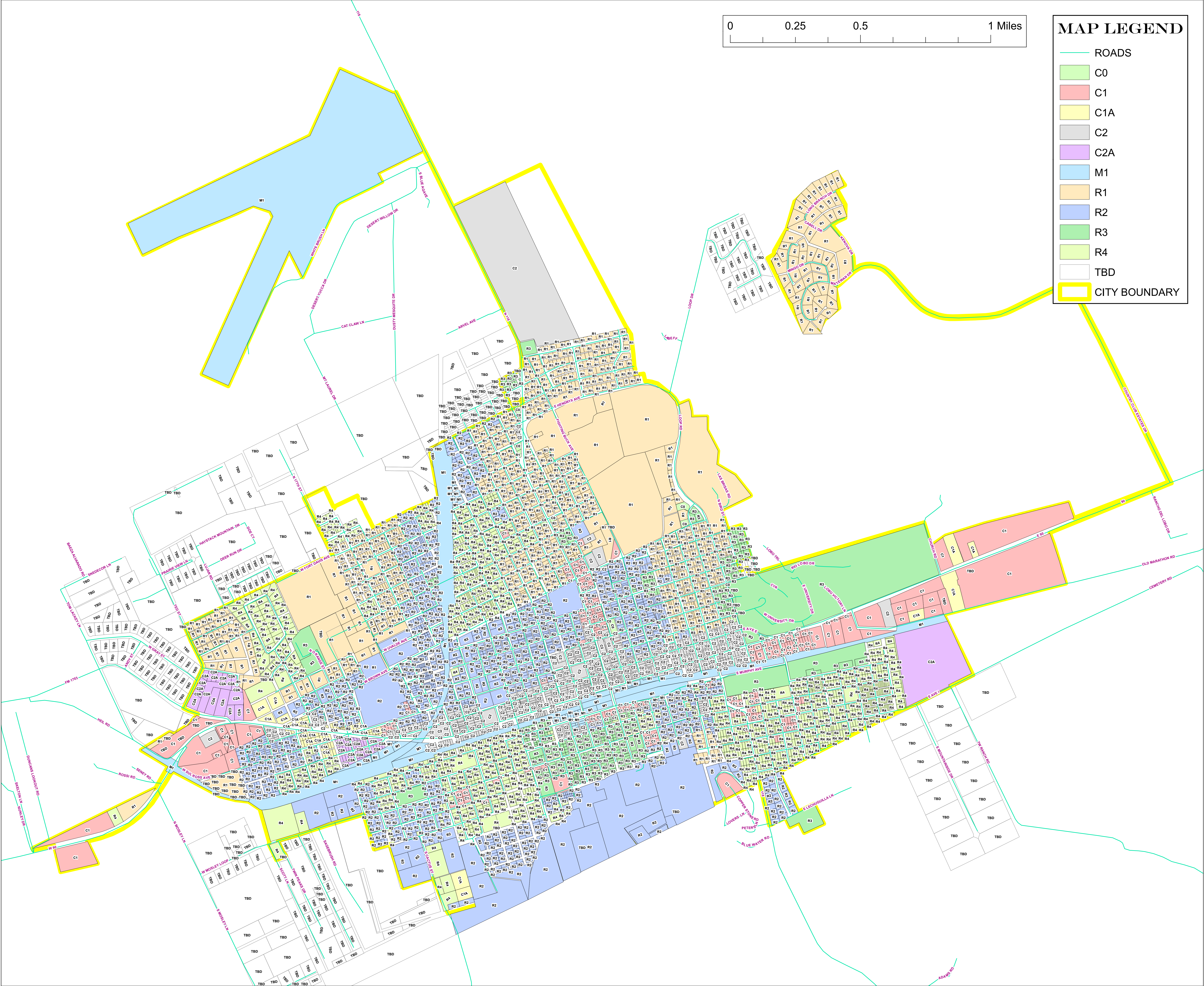
Alex Tackett, Records Clerk

Geoffrey R. Calderon, City Secretary

Megan Antrim, City Manager



CITY OF ALPINE, TX
MUNICIPAL ZONING MAP 2024 (DRAFT)
** NOT A CITY APPROVED MAP **

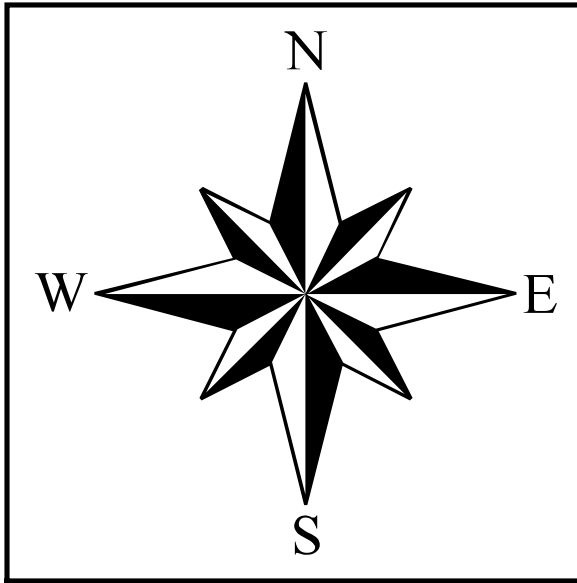
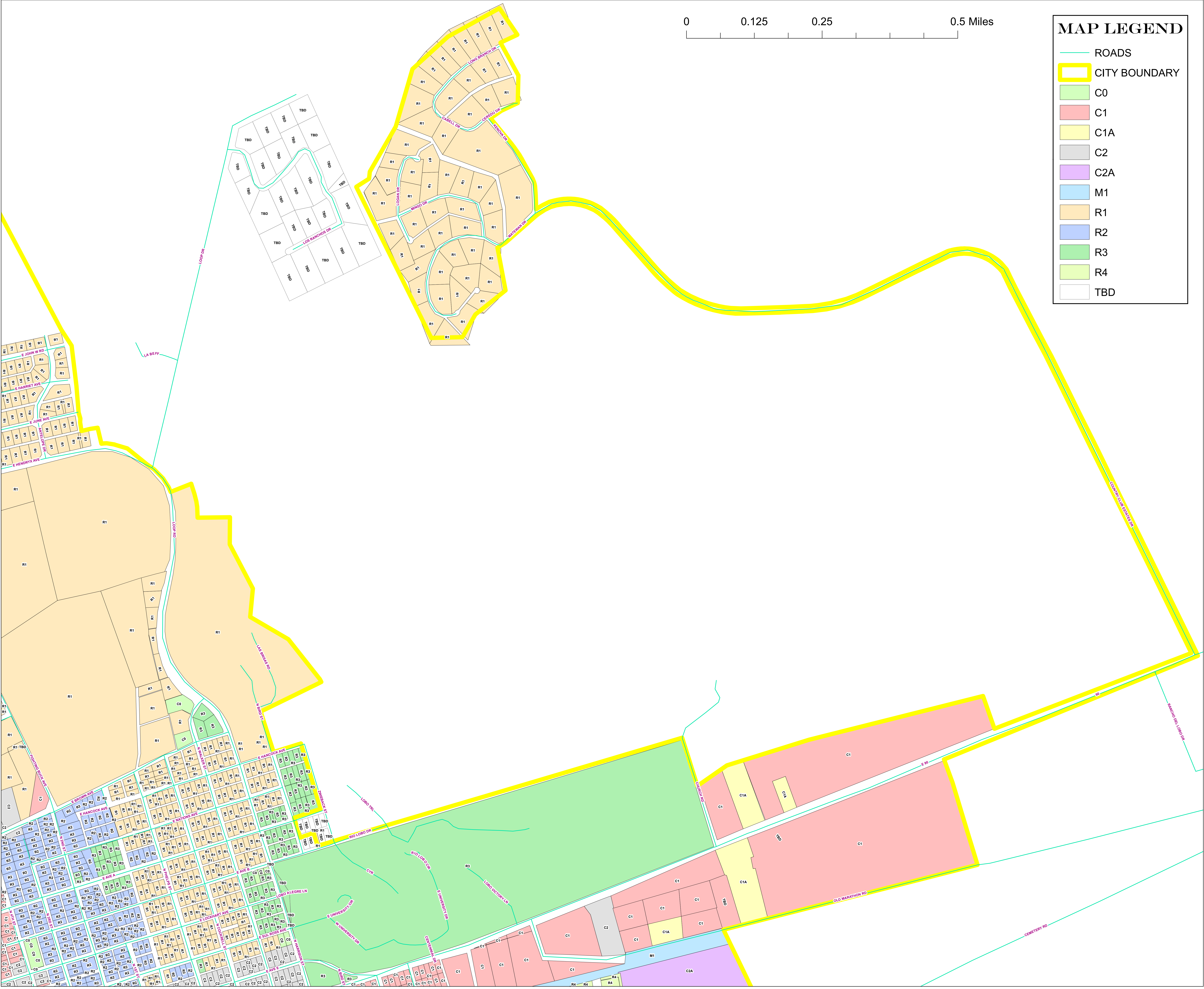


This map was produced using Rio Grande Council of Governments files in an effort to determine accurate zoning for the City of Alpine. Zone boundaries are as determined by the City of Alpine through ordinance. Please consult official city records in case of dispute or questions. Mapped roads are as determined by the R.G.C.O.G. 9-1-1 GIS Coordinator for first responder dispatch. Imagery Credits: TXGIO

April 3, 2024



CITY OF ALPINE, TX
NORTHEAST ZONING MAP 2024 (DRAFT)
** NOT A CITY APPROVED MAP **

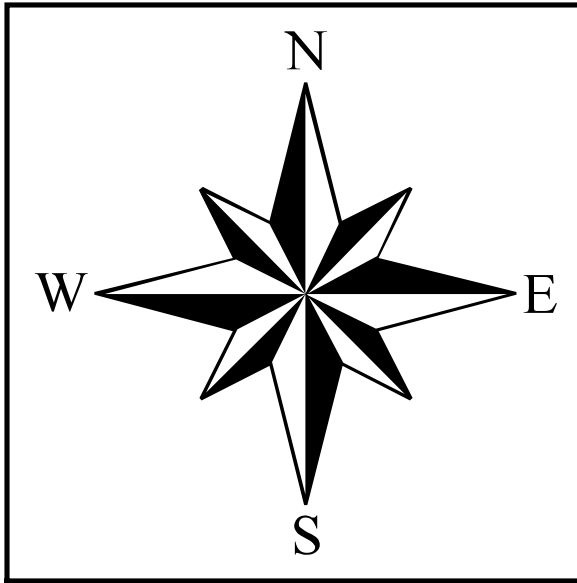
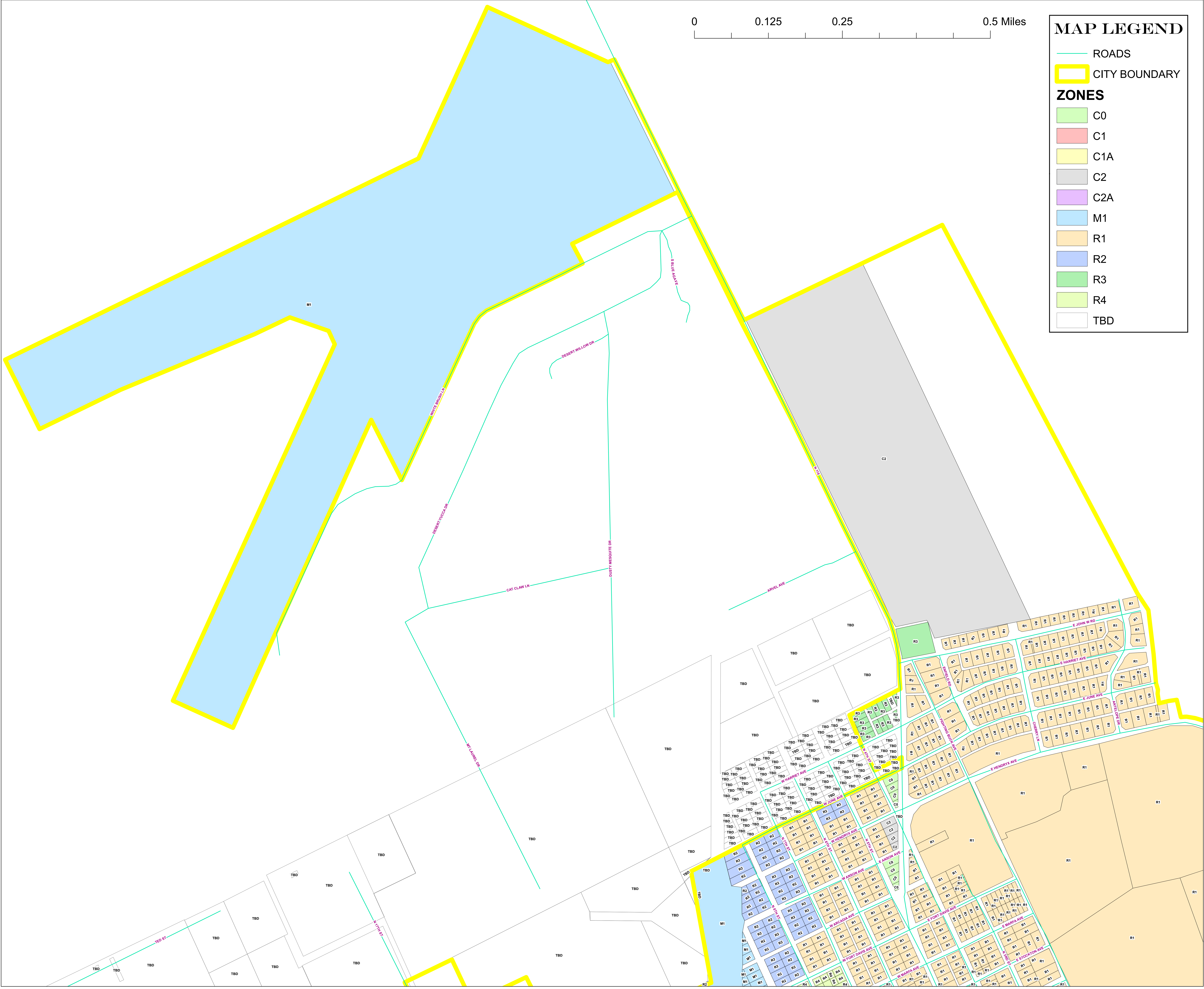


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April 3, 2024



CITY OF ALPINE, TX
NORTHWEST ZONING MAP 2024 (DRAFT)
** NOT A CITY APPROVED MAP **

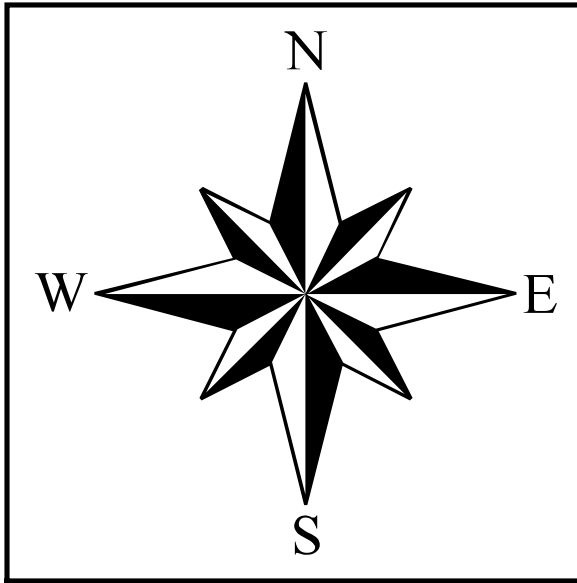
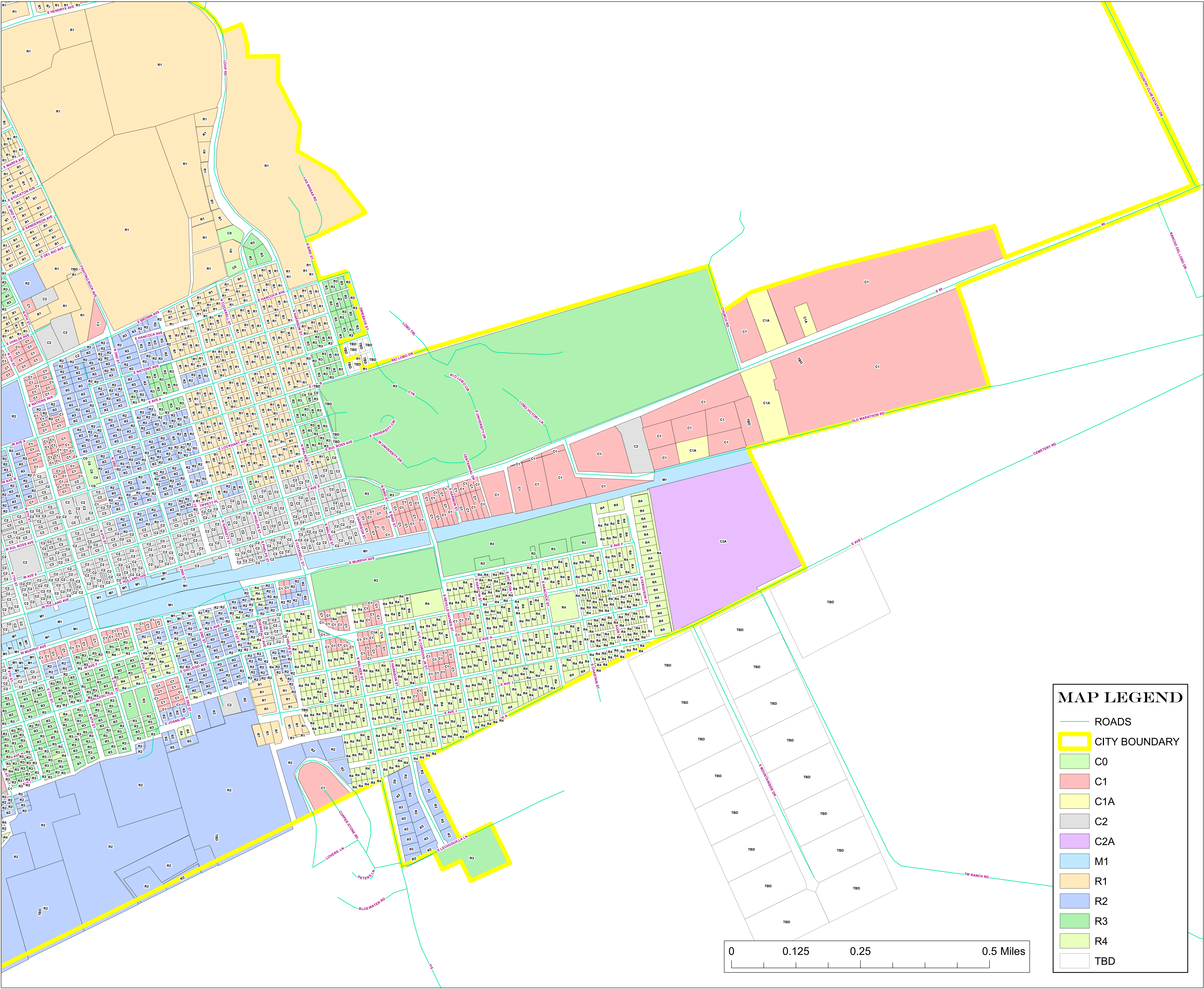


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April 3, 2024



CITY OF ALPINE, TX
SOUTHEAST ZONING MAP 2024 (DRAFT)
** NOT A CITY APPROVED MAP **



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April 3, 2024

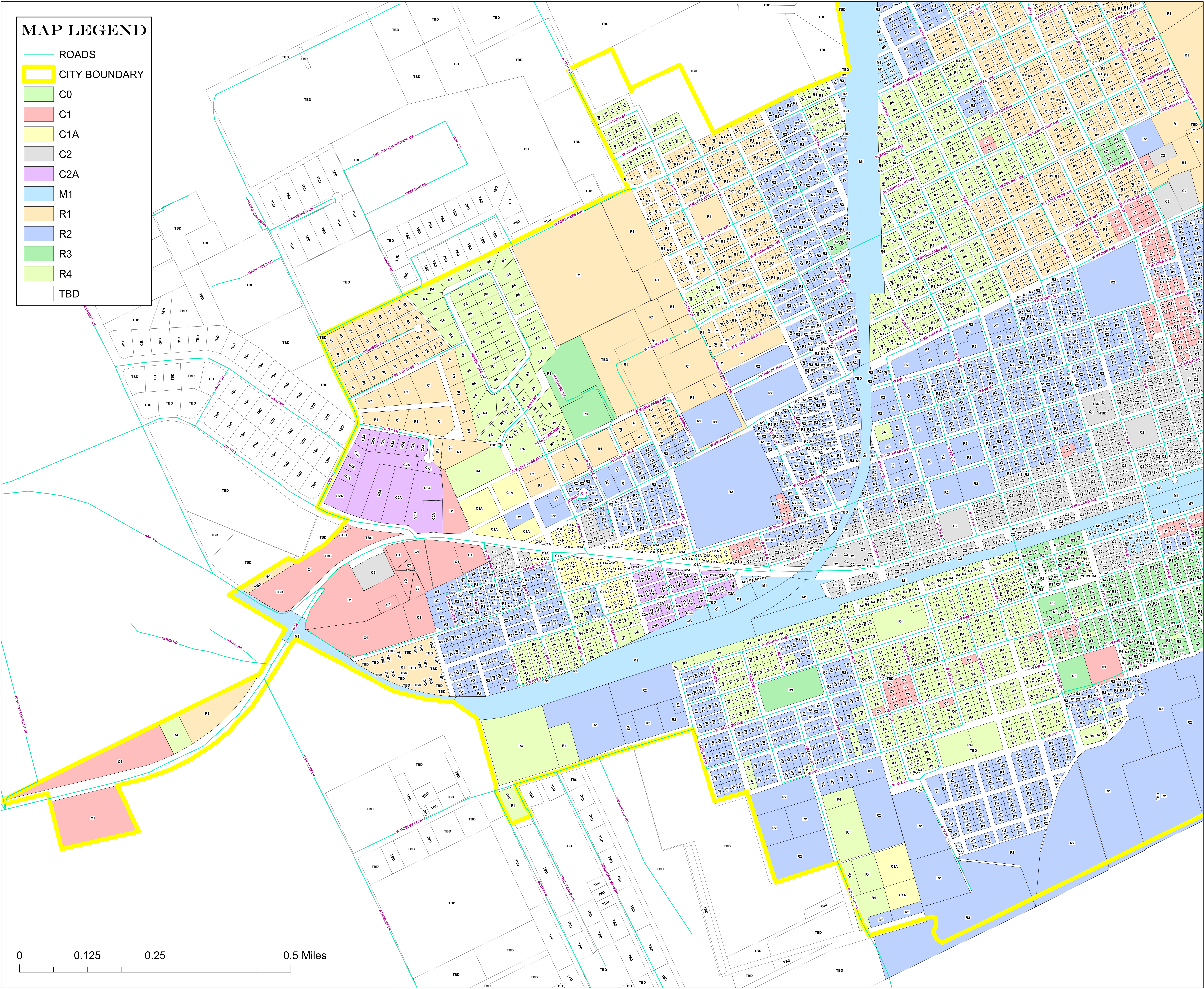


CITY OF ALPINE, TX
SOUTHWEST ZONING MAP 2024 (DRAFT)
** NOT A CITY APPROVED MAP **



MAP LEGEND

- ROADS
- CITY BOUNDARY
- C0
- C1
- C1A
- C2
- C2A
- M1
- R1
- R2
- R3
- R4
- TBD



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April 3, 2024