



**NOTICE OF MEETING**  
**PLANNING AND ZONING COMMISSION**  
**6:00 P.M. – February 11, 2021**

---

30360 Cougar Bend, Bulverde, TX 78163

---

**MEETING AGENDA**

**1) CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL**

**2) APPROVAL OF MINUTES**

- a. January 14, 2020, Planning and Zoning Commission meeting.

**3) REGULAR AGENDA ITEMS**

- A. PC-21-01 (Preliminary): Consideration of a Preliminary Plat for 4S Ranch, Unit 11 Subdivision, generally located 1.7 miles southeast of the intersection of Mustang Vista and Stahl Lane.
- B. PC-21-02 (Replat): Consider the approval of a Replat (Revision) for Lot 4A, Block 2, Belle Oaks Ranch Phase I, generally located approximately 1.15 miles South of SH 46 on the East side of Blanco Road.
- C. SUP-21-01: Hold a public hearing and consider a request by Ashley Book for approval of a Special Use Permit for a Short-Term Rental at 2031 Casey Road, generally located at the Northeast corner of Casey Road and Bulverde Road.
- D. SUP-21-02: Hold a public hearing and consider a request by Glenn Winship for approval of a Special Use Permit for a Recreational Vehicle Park on an approximately 25-acre tract of land at 300 Heimer-Lange Road, generally located near the Northwest corner of US Highway 281 and Heimer-Lange Road.

**4) PUBLIC COMMENTS NOT RELATED TO POSTED AGENDA ITEMS**

Persons desiring to address the Commission regarding issues not on the agenda will be received at this time. Those wishing to speak should present a completed comment form to the Chair prior to the meeting. Speakers are limited to 3 minutes and should conduct themselves in a civil manner. In accordance with the Texas Open Meetings Act, the Commission cannot take action on items not listed on the meeting agenda.

**5) REPORT BY CITY OFFICIALS AND STAFF ON ITEMS OF COMMUNITY INTEREST**

In accordance with Section 551.0415 of the Government Code, topics discussed under this item are limited to expressions of thanks, congratulations or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial or community event; and Announcements

involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

**6) ADJOURNMENT**

City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations must be made 48 hours prior to the meeting. Please contact the City Secretary at 830.980.8832 or FAX 830.438.4339 for information or assistance. I, the undersigned authority, do hereby certify that the above Notice of Meeting was posted on the bulletin board in front of Bulverde City Hall, which is readily accessible to the public at all times, by 5:00 pm on February 8, 2021.

---

Susana Ramos, Planning Director

These minutes have been prepared to satisfy the requirements of Section 551.021 of the Texas Government Code. Recordings of most City meetings are available at [www.bulverdetx.gov](http://www.bulverdetx.gov)

City of Bulverde Planning & Zoning Commission Minutes  
Regular Commission Meeting: January 14, 2021

Meeting Duration: 6:02 p.m. to 6:32 p.m.

### **CALL TO ORDER**

**Commission Members Present:** Jim Binkley (Chairman), Lindy Sisk (Vice Chairman), Dickie Lubel, David Bullock, and Joe Alexandre

**Commission Members Absent:** Larry Sunn, Clint Hays, and Seth Prescott (Alternate)

**City Staff Present:** Susana Ramos (Planning Director), Adrian Garcia (City Engineer), Jason Rammel (City Attorney), Eron Spencer (Planner I), Pilar Pinto (Planner I)

### **APPROVAL OF MINUTES**

- a. **Commissioner Bullock made a motion, seconded by Vice Chairman Sisk, to approve the minutes of the December 10, 2020 meeting. Motion passed 7-0.**

### **EXECUTIVE SESSION**

None

### **REGULAR AGENDA ITEMS**

- A. PC-20-02 (Final): Consider a Final Plat for the Johnson Ranch North Unit 9 Subdivision, generally located at the Southwest corner of Mustang Vista and Stahl Lane. ***Director Ramos presented the staff report for this agenda item to the Commission. After further discussion, Commissioner Sisk made a motion, seconded by Commissioner Bullock, to recommend approval of the Final Plat for Johnson Ranch North Unit 9. Motion passed 5-0.***
- B. PC-20-20 (Preliminary): Consideration of a Preliminary Plat for 4S Ranch, Unit 8B Subdivision, generally located 1.7 miles Southeast of the intersection of Mustang Vista and Stahl Lane. ***Director Ramos presented the staff report for this agenda item to the Commission. Dane Wright, a representative of Pape-Dawson Engineers, answered questions from Planning & Zoning Commissioners regarding this plat. After further discussion, Commissioner Lubel made a motion, seconded by Commissioner Alexandre, to recommend approval of the Preliminary Plat for 4S Ranch, Unit 8B. Motion passed 5-0.***
- C. PC-20-27 (Final): Consideration of a Final Plat (Revision) for Belle Oaks Ranch, Phase VI, generally located on the east side of Blanco Road approximately 1.2 miles south of State Highway 46. ***Director Ramos presented the staff report for this agenda item to the Commission. Dan Mullins and Matt Hubble, a representative of Matkin-Hoover Engineering, answered questions from Planning & Zoning Commissioners regarding this plat. After further discussion, Commissioner Bullock made a motion, seconded by Vice Chairman Sisk, to recommend approval of the Final Plat for Belle Oaks Ranch, Phase VI. Motion passed 5-0.***

### **PUBLIC COMMENTS**

Dan Mullins thanked City staff for taking the time to meet with him to discuss the development of Centennial Ridge and Belle Oaks.

### **REPORT BY CITY OFFICIALS AND STAFF ON ITEMS OF COMMUNITY INTEREST**

Director Ramos gave a brief synopsis of City Council's January 12, 2021 meeting to the Planning & Zoning Commission regarding the outcome of VR-20-01, VR-20-06, VR-20-07, and CA-20-05—which were previously reviewed by the Commission.

**ADJOURNMENT**

There being no further business to come before the Commission, the meeting adjourned at 6:32 p.m. I certify that the above minutes were approved by the Commission on February 11, 2021.

---

Maria Franco, City Secretary



PLANNING AND ZONING COMMISSION ITEM:  
PC-21-01

## PRELIMINARY PLAT

4S Ranch Unit 11

---

**MEETING DATE:** February 11, 2021

**DEPARTMENT:** Planning & Development

**PRESENTED BY:** Susana Ramos, AICP, Planning Director

---

**REQUEST:**

Consideration of a Preliminary Plat for 4S Ranch, Unit 11 Subdivision, generally located 1.7 miles southeast of the intersection of Mustang Vista and Stahl Lane.

**APPLICANT:**

Lennar Homes of Texas Land and Construction, LTD  
1922 Dry Creek Way, Ste. 101  
San Antonio, TX 78259

**PROPERTY INFORMATION:**

Owner: Lennar Homes of Texas Land and Construction, LTD  
Legal Description: BEING A TOTAL OF 21.617 ACRES OF LAND INCLUSIVE OF A 0.493 ACRE RIGHT-OF-WAY DEDICATION OUT OF THE JOHN KADERLI SURVEY NO. 449, ABSTRACT 308, COMAL COUNTY, TEXAS, COMPRISING OF 17.767 ACRES OUT OF A 53.365 ACRE TRACT OF LAND CONVEYED UNTO LENNAR HOMES OF TEXAS LAND AND CONSTRUCTION, LTD. BY DEED RECORDED IN DOC. NO. 201506007928, OFFICIAL PUBLIC RECORDS OF COMAL COUNTY, TEXAS; 2.759 ACRES OUT OF A 9.530 ACRE TRACT OF LAND CONVEYED UNTO LENNAR HOMES OF TEXAS LAND AND CONSTRUCTION, LTD. BY DEED RECORDED IN DOC. NO. 201706032323, SAID OFFICIAL PUBLIC RECORDS; 0.877 ACRES OUT OF A 7.600 ACRE TRACT OF LAND CONVEYED UNTO LENNAR HOMES OF TEXAS LAND AND CONSTRUCTION, LTD. BY DEED RECORDED IN DOC. NO. 201706032325, SAID OFFICIAL PUBLIC RECORDS; AND 0.214 ACRES OUT OF LOT 1, BLOCK 8, 4S RANCH AMENITY CENTER, RECORDED IN DOC. NO. 201706054155, MAP AND PLAT RECORDS OF COMAL COUNTY, TEXAS, AND CONVEYED UNTO HIDDEN TRAILS COMMUNITY ASSOCIATION, INC. BY DEED RECORDED IN DOC. NO. 201906013926, SAID OFFICIAL PUBLIC RECORDS.

Size: 21.617 acres; 30 lots

Existing Land Use: Undeveloped

Existing Zoning: Extraterritorial Jurisdiction (ETJ)

Proposed Land-Use: Single-Family Residential

---

**SUMMARY:**

This is a proposed preliminary plat for 4S Ranch, Unit 11 Subdivision for which a Development Agreement was approved in December 2014 and a Master Development Plan (MDP) subsequently approved in 2015.

This proposed Preliminary Plat is for approximately 21.617 acres of vacant property and establishes 30 single family residential lots. The density class for this plat is High Density.

**ANALYSIS:**

The proposed subdivision lies completely outside the City Limits. Water service will be provided by the Canyon Lake Water Service Company. Sewer Service will be provided by the Guadalupe Blanco River Authority. Electric Service will be provided by CPS Energy.

With approval of the Preliminary Plat, the developer will continue with the design of the subdivision phase. During design, some minor changes to the plat may occur to avoid conflicts, reduce slopes, etc. by slightly altering the roadway alignment. Such minor changes, provided they do not substantially deviate from the Preliminary Plat, will be incorporated into the Final Plat. The Planning and Zoning Commission will also review and approve the Final Plat. If there is a substantial deviation from the Preliminary Plat, then the developer will be required to submit a new Preliminary Plat for review and approval.

Half Associates and the City of Bulverde Planning Department have reviewed the proposed preliminary plat and related required documents.

Therefore, Staff recommends **APPROVAL** of this Preliminary Plat.

**ATTACHMENTS:**

Application  
Preliminary Plat  
Comment Letter



# APPLICATION FOR PRELIMINARY PLAT

Planning & Development Department  
30360 Cougar Bend, Bulverde, TX 78163  
Telephone: 830-438-3612 - Fax: 830-438-4339  
[www.bulverdetx.gov](http://www.bulverdetx.gov)

**ALL APPLICATIONS SHALL BE ACCEPTED BY APPOINTMENT ONLY DURING A PRE-APPLICATION CONFERENCE ON THE DATES SPECIFIED IN PAGE 2 OF THIS APPLICATION. TO SCHEDULE AN APPOINTMENT PLEASE CONTACT THE BULVERDE PLANNING & DEVELOPMENT DEPARTMENT.**

1. Name of Subdivision: 4S Ranch Unit - 11 Unit No \_\_\_\_\_  
Location Description/Nearest Intersection: Southeast of Mustang Vista/Stalh Lane Intersection

2. Owner/Applicant: Lennar Homes of Texas Land and Construction, LTD  
Address: 1992 Dry Creek Way, Suite 101, San Antonio, TX 78259 Email: richard.mott@lennar.com  
Telephone: (210) 889-5516 Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_  
*Note: If applicant is person other than owner, a letter of authorization must be provided from owner.*

3. Licensed Engineer/Surveyor (technical contact): Pape-Dawson Engineers, Inc.  
Address: 2000 NW Loop 410, San Antonio, TX 78213 Email: bspengler@pape-dawson.com  
Telephone: (210) 375-9000 Fax: (210) 375-9010 Mobile: \_\_\_\_\_

4. Property Details:

City Limits:	<input type="checkbox"/> In	<input checked="" type="checkbox"/> Out (ETJ)	Water Source:	<u>CLWSC</u>
Commercial:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Sewage Treatment:	<u>GBRA</u>
Residential:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	TxDOT Frontage:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
No. of Lots:	<u>30</u>		100-Year Floodplain:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total Acreage without floodplain:	<u>21.62</u>		Edwards Aquifer Zone:	<input type="checkbox"/> Recharge
Density Class:	<u>High</u>			<input checked="" type="checkbox"/> Contributing
Zoning Class:	<u>Single Family</u>			

The undersigned agrees to comply with all platting and subdivision requirements of the City of Bulverde, and hereby authorizes the surveyor/engineer to record the approved final plat. The undersigned agrees to pay the appropriate fees as outlined in the Planning and Development Fee Schedule and agrees to pay fees for any additional review requiring consultation with City Consultants, including involvement of a contract engineer in a predevelopment conference. To the extent possible, City Staff will provide the Owner/Applicant with an estimate of fees should outside consultation be required.

DocuSigned by:  
Richard Mott  
904C110AE8D14AF...

Signature of Owner/Applicant

1/7/2021

Date

**Fees on Page 2**

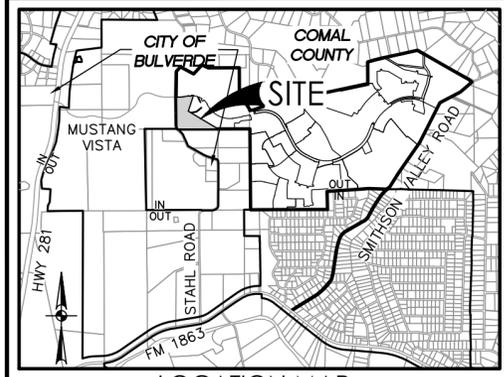


SAN ANTONIO | AUSTIN | HOUSTON | FORT WORTH | DALLAS  
2000 NW LOOP 410 | SAN ANTONIO, TX 78213 | 210.375.9000  
TBPE FIRM REGISTRATION #470 | TBPLS FIRM REGISTRATION #10028800  
DATE OF PREPARATION: January 26, 2021

### SUBDIVISION PLAT OF 4S RANCH, UNIT 11

BEING A TOTAL OF 21.617 ACRES OF LAND INCLUSIVE OF A 0.493 ACRE RIGHT-OF-WAY DEDICATION OUT OF THE JOHN KADERLI SURVEY NO. 449, ABSTRACT 308, COMAL COUNTY, TEXAS, COMPRISING OF 17.767 ACRES OUT OF A 753.365 ACRE TRACT OF LAND CONVEYED UNTO LENNAR HOMES OF TEXAS LAND AND CONSTRUCTION, LTD. BY DEED RECORDED IN DOC. NO. 201506007928, OFFICIAL PUBLIC RECORDS OF COMAL COUNTY, TEXAS; 2.759 ACRES OUT OF A 9.530 ACRE TRACT OF LAND CONVEYED UNTO LENNAR HOMES OF TEXAS LAND AND CONSTRUCTION, LTD. BY DEED RECORDED IN DOC. NO. 201706032323, SAID OFFICIAL PUBLIC RECORDS; 0.877 ACRES OUT OF A 7.600 ACRE TRACT OF LAND CONVEYED UNTO LENNAR HOMES OF TEXAS LAND AND CONSTRUCTION, LTD. BY DEED RECORDED IN DOC. NO. 201706032325, SAID OFFICIAL PUBLIC RECORDS; AND 0.214 ACRES OUT OF LOT 1, BLOCK 8, 4S RANCH AMENITY CENTER, RECORDED IN DOC. NO. 201706054155, MAP AND PLAT RECORDS OF COMAL COUNTY, TEXAS, AND CONVEYED UNTO HIDDEN TRAILS COMMUNITY ASSOCIATION, INC. BY DEED RECORDED IN DOC. NO. 201906013926, SAID OFFICIAL PUBLIC RECORDS.

**DETENTION AND RETENTION FACILITIES NOTE:**  
THE 100-YEAR WATER SURFACE ELEVATION IN THE STORAGE AREAS SHALL BE AT LEAST TWO FEET BELOW THE LOWEST FINISHED FLOOR ELEVATION IN THE AREAS TRIBUTARY TO THE STORMWATER DETENTION AND RETENTION FACILITIES.  
**OPEN SPACE NOTE:**  
LOTS 902 AND 903 BLOCK 58 ARE DESIGNATED AS OPEN SPACE AND AS A LANDSCAPE, DRAINAGE, SEWER, WATER, GAS, ELECTRIC, TELEPHONE AND CABLE TV EASEMENT.  
**MINIMUM FINISHED FLOOR ELEVATION NOTE:**  
THE MAXIMUM WATER SURFACE ELEVATION DURING THE 100-YEAR STORM EVENT SHALL BE NO LESS THAN TWO FEET BELOW THE FINISHED FLOOR ELEVATION OF ADJACENT RESIDENTIAL DWELLING AND PUBLIC, COMMERCIAL, AND INDUSTRIAL BUILDINGS.



LOCATION MAP  
NOT-TO-SCALE

**C.P.S. NOTES:**

- 1. THE CITY OF SAN ANTONIO AS PART OF ITS ELECTRIC AND GAS SYSTEM (CITY PUBLIC SERVICE ENERGY) IS HEREBY DEDICATED THE EASEMENTS AND RIGHTS-OF-WAY FOR ELECTRIC AND GAS DISTRIBUTION AND SERVICE FACILITIES IN THE AREAS DESIGNATED ON THIS PLAT AS "ELECTRIC EASEMENT," "GAS EASEMENT," "ANCHOR EASEMENT," "SERVICE EASEMENT," "OVERHANG EASEMENT," "UTILITY EASEMENT," AND "TRANSFORMER EASEMENT" FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, RECONSTRUCTING, MAINTAINING, REMOVING, INSPECTING, PATROLLING, AND ERECTING POLES, HANGING OR BURYING WIRES, CABLES, CONDUITS, PIPELINES OR TRANSFORMERS, EACH WITH ITS NECESSARY APPURTENANCES, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER GRANTORS ADJACENT LAND, THE RIGHT TO RELOCATE SAID FACILITIES WITHIN SAID EASEMENT AND RIGHT-OF-WAY AREAS, AND THE RIGHT TO REMOVE FROM SAID LANDS ALL TREES OR PARTS THEREOF, OR OTHER OBSTRUCTIONS WHICH ENDANGER OR MAY INTERFERE WITH THE EFFICIENCY OF SAID LINES OR APPURTENANCES THERETO. IT IS AGREED AND UNDERSTOOD THAT NO BUILDINGS, CONCRETE SLABS, OR WALLS WILL BE PLACED WITHIN SAID EASEMENT AREA.
- 2. ANY CPS ENERGY MONETARY LOSS RESULTING FROM MODIFICATIONS REQUIRED OF CPS EQUIPMENT, LOCATED WITHIN SAID EASEMENT, DUE TO GRADE CHANGES OR GROUND ELEVATION ALTERATIONS SHALL BE CHARGED TO THE PERSON OR PERSONS DEEMED RESPONSIBLE FOR SAID GRADE CHANGES OR GROUND ELEVATION ALTERATION.
- 3. THIS PLAT DOES NOT AMEND, ALTER, RELEASE OR OTHERWISE AFFECT ANY EXISTING ELECTRIC, GAS, WATER, SEWER, DRAINAGE, TELEPHONE, CABLE EASEMENTS OR ANY OTHER EASEMENTS FOR UTILITIES UNLESS THE CHANGES TO SUCH EASEMENTS ARE DESCRIBED BELOW.
- 4. CONCRETE DRIVEWAY APPROACHES ARE ALLOWED WITHIN THE FIVE (5) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN LOTS ARE SERVED ONLY BY NEAR BY UNDERGROUND ELECTRIC AND GAS FACILITIES.
- 5. ROOF OVERHANGS ARE ALLOWED WITHIN THE FIVE (5) FOOT WIDE ELECTRIC, GAS TELEPHONE AND CABLE T.V. EASEMENTS WHEN ONLY UNDERGROUND ELECTRIC, GAS, TELEPHONE AND CABLE T.V. FACILITIES ARE PROPOSED OR EXISTING WITHIN THOSE FIVE (5) FOOT WIDE EASEMENTS.

**GBRA NOTES:**

- 1) GBRA (GUADALUPE-BLANCO RIVER AUTHORITY) IS HEREBY DEDICATED THE EASEMENTS AND RIGHTS-OF-WAY IN THE AREAS DESIGNATED ON THIS PLAT AS "SANITARY SEWER" FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, RECONSTRUCTING, OPERATING, MAINTAINING, INSPECTING, REPAIRING, REMOVING, AND RELOCATING BURIED AND/OR EXPOSED SANITARY SEWER FACILITIES AND APPURTENANCES.
- 2) TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS, GBRA SHALL HAVE THE RIGHT TO REMOVE SAID LANDS OF ALL TREES OR PARTS THEREOF, OR ANY OTHER OBSTRUCTIONS WHICH MAY ENDANGER, OR INTERFERE WITH MAINTENANCE OF, THE FACILITIES AND APPURTENANCES.
- 3) OTHER UTILITIES, STRUCTURES, GRADING, DRAINAGE, DETENTION/RETENTION PONDS, LANDSCAPING, TREES, ROADS, PARKING LOTS, FENCES, WALLS, CONSTRUCTION OF ANY TYPE, OR ANY OTHER IMPROVEMENTS OR OBSTRUCTIONS, ARE NOT ALLOWED WITHIN 10 FEET OF GBRA UTILITIES.
- 4) DESIGNS FOR ANY PROPOSED ALTERATIONS OR CROSSINGS OF GBRA EASEMENTS OR GBRA UTILITIES MUST BE APPROVED IN WRITING BY GBRA AND THE INSTALLATION OF SUCH MUST BE INSPECTED AND APPROVED BY GBRA.
- 5) MAINTENANCE OF EASEMENTS IS THE RESPONSIBILITY OF THE PROPERTY OWNER.
- 6) THE PROPERTY OWNER MUST INSTALL 16 FOOT GATES IN ANY FENCES THAT CROSS GBRA UTILITIES; GATES MUST BE CENTERED ACROSS GBRA UTILITIES.
- 7) CUSTOMER SANITARY SEWER SERVICES SHALL NOT BE INSTALLED WITHIN FENCED AREAS.

**SURVEYOR'S NOTES:**

- 1. MONUMENTS WERE FOUND OR SET AT EACH CORNER OF THE SURVEY BOUNDARY OF THE SUBDIVISION AS NOTED. MONUMENTS AND LOT MARKERS WILL BE SET WITH 3/8" IRON ROD WITH CAP MARKED "PAPE-DAWSON" OR MAG NAIL WITH DISK MARKED "PAPE-DAWSON" AFTER THE COMPLETION OF UTILITY INSTALLATION AND STREET CONSTRUCTION UNLESS NOTED OTHERWISE.
- 2. COORDINATES SHOWN ARE BASED ON THE NORTH AMERICAN DATUM OF 1983 NAD83 (NA2011) EPOCH 2010.00, FROM THE TEXAS COORDINATE SYSTEM ESTABLISHED FOR THE SOUTH CENTRAL ZONE DISPLAYED IN GRID VALUES DERIVED FROM THE NGS COOPERATIVE CORS NETWORK.
- 3. DIMENSIONS SHOWN ARE SURFACE.
- 4. BEARINGS ARE BASED ON THE NORTH AMERICAN DATUM OF 1983 NAD83 (NA2011) EPOCH 2010.00, FROM THE TEXAS COORDINATE SYSTEM ESTABLISHED FOR THE SOUTH CENTRAL ZONE.

**MISCELLANEOUS NOTE:**

- 1. FUTURE DEVELOPMENT IS SUBJECT TO THE CITY OF BULVERDE CODE OF ORDINANCES.
- 2. CONTOURS SHOWN ARE BASED OFF OF AN ON THE GROUND SURVEY. THE DATUM USED TO GENERATE THE CONTOURS IS THE NORTH AMERICAN DATUM OF 1983 NAD83 (NA2011) EPOCH 2010.00, FROM THE TEXAS COORDINATE SYSTEM ESTABLISHED FOR THE SOUTH CENTRAL ZONE.
- 3. TOTAL LENGTH OF ROADWAY DEDICATION IN 4S RANCH UNIT-11 IS 754 LINEAR FEET.
- 4. 4S RANCH UNIT-11 LIES WITHIN THE CITY OF BULVERDE'S ETJ AND WITHIN THE EDWARDS AQUIFER CONTRIBUTING ZONE.

STATE OF TEXAS  
COUNTY OF BEXAR

I HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN THIS PLAT TO THE MATTERS OF STREETS, LOTS AND DRAINAGE LAYOUT. TO THE BEST OF MY KNOWLEDGE THIS PLAT CONFORMS TO ALL REQUIREMENTS OF THE CODE OF ORDINANCES, EXCEPT FOR THOSE VARIANCES GRANTED BY THE CITY OF BULVERDE PLANNING COMMISSION.

EUGENE H. DAWSON III  
LICENSED PROFESSIONAL ENGINEER  
PAPE-DAWSON ENGINEERS, INC.  
2000 NW LOOP 410  
SAN ANTONIO, TEXAS 78213

STATE OF TEXAS  
COUNTY OF BEXAR

I, THE UNDERSIGNED ERIC J. SNELL, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECTLY MADE UNDER MY SUPERVISION AND IN COMPLIANCE WITH CITY AND STATE SURVEY REGULATIONS AND LAWS AND MADE ON THE GROUND AND THAT THE CORNER MONUMENTS WERE PROPERLY PLACED UNDER MY SUPERVISION.

**PRELIMINARY. THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.**

ERIC J. SNELL  
REGISTERED PROFESSIONAL LAND SURVEYOR, #6527  
PAPE-DAWSON ENGINEERS, INC.  
2000 NW LOOP 410  
SAN ANTONIO, TEXAS 78213

LINE TABLE		
LINE #	BEARING	LENGTH
L1	N89°51'52"E	149.12'
L2	N79°01'14"E	214.28'
L3	S89°53'00"E	84.00'
L4	N0°07'00"E	13.01'
L5	S59°07'36"E	93.23'
L6	N79°52'05"E	219.44'
L7	S39°07'01"E	21.00'
L8	S80°49'07"W	201.51'
L9	N24°45'08"W	87.99'
L10	N25°04'08"W	6.59'
L11	N0°08'21"W	50.00'
L12	S12°45'30"W	100.42'
L13	S89°50'46"W	90.27'
L14	N89°50'46"E	27.82'
L15	N12°45'30"E	88.41'
L16	N0°09'14"W	3.59'
L17	N26°21'06"E	74.39'

LINE TABLE		
LINE #	BEARING	LENGTH
L18	S40°47'28"W	73.30'
L19	S58°14'41"W	73.23'
L20	S74°26'15"W	79.22'
L21	S89°26'27"W	50.34'
L22	S89°50'46"W	43.87'
L23	N81°50'15"W	57.65'
L24	N70°19'40"W	33.27'
L25	N39°14'49"W	87.07'
L26	N6°56'22"W	86.04'
L27	S26°36'59"E	17.02'
L28	S89°50'46"W	63.65'
L29	N0°09'14"W	49.06'
L30	S0°09'14"E	102.53'
L31	N0°09'14"W	98.45'
L32	N89°02'47"E	63.42'
L33	N89°12'17"W	63.69'
L34	S70°19'40"E	21.58'

CURVE TABLE					
CURVE #	RADIUS	DELTA	CHORD BEARING	CHORD	LENGTH
C1	469.00'	10°50'38"	N84°26'33"E	88.63'	88.76'
C2	13.00'	101°05'47"	S50°25'53"E	20.08'	22.94'
C3	13.00'	88°02'01"	N44°08'01"E	18.07'	19.97'
C4	676.00'	5°39'23"	S89°01'18"E	66.71'	66.73'
C5	14.00'	52°27'20"	N63°37'06"E	12.37'	12.82'
C6	50.00'	207°49'25"	S38°41'52"E	97.07'	181.36'
C7	14.00'	52°27'20"	S38°59'10"W	12.37'	12.82'
C8	125.00'	77°05'16"	S51°18'08"W	155.78'	168.18'
C9	50.00'	257°21'52"	N38°31'42"E	78.06'	224.59'
C10	14.00'	77°21'52"	S51°28'18"E	17.50'	18.90'
C11	75.00'	77°05'16"	N51°18'08"E	93.47'	100.91'
C12	25.00'	102°54'44"	N38°41'52"W	39.11'	44.90'

THIS PLAT OF 4S RANCH, UNIT-11 HAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY PLANNING AND ZONING COMMISSION OF THE CITY OF BULVERDE, TEXAS AND IS HEREBY APPROVED BY SUCH COMMISSION.  
DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, YEAR \_\_\_\_\_

BY: \_\_\_\_\_  
CHAIRPERSON

STATE OF TEXAS  
COUNTY OF BEXAR

KNOWN ALL MEN BY THESE PRESENTS:

THE OWNERS OF THE LAND SHOWN ON THIS PLAT WHOSE NAMES ARE SUBSCRIBED HERETO, AND IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, HEREBY DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS, PARKS, WATER, COURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED.

OWNER/DEVELOPER: LENNAR HOMES OF TEXAS LAND AND CONSTRUCTION, LTD.  
A TEXAS LIMITED PARTNERSHIP  
BY: U.S. HOME CORPORATION,  
A DELAWARE CORPORATION  
ITS GENERAL PARTNER  
RICHARD MOTT, AUTHORIZED AGENT  
1922 DRY CREEK WAY, SUITE 101  
SAN ANTONIO, TEXAS 78259

STATE OF TEXAS  
COUNTY OF BEXAR

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED RICHARD MOTT KNOWN TO ME 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 CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED. GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_.

NOTARY PUBLIC, BEXAR COUNTY, TEXAS

STATE OF TEXAS  
COUNTY OF BEXAR

KNOWN ALL MEN BY THESE PRESENTS:

THE OWNERS OF THE LAND SHOWN ON THIS PLAT WHOSE NAMES ARE SUBSCRIBED HERETO, AND IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, HEREBY DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS, PARKS, WATER, COURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED.

OWNER/DEVELOPER: HIDDEN TRAILS COMMUNITY ASSOCIATION, INC.  
A TEXAS NON-PROFIT CORPORATION  
RICHARD MOTT, PRESIDENT  
12600 HILL COUNTRY BLVD, SUITE R-275  
AUSTIN, TEXAS 78738

STATE OF TEXAS  
COUNTY OF BEXAR

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED RICHARD MOTT KNOWN TO ME 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 CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED. GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_.

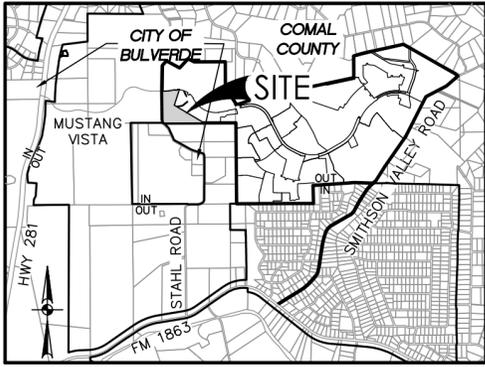
NOTARY PUBLIC, BEXAR COUNTY, TEXAS

STATE OF TEXAS  
COUNTY OF COMAL

I, \_\_\_\_\_, COUNTY CLERK OF COMAL COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT WAS FILED FOR RECORD IN THE MAP AND PLAT RECORDS, DOC # \_\_\_\_\_ OF COMAL COUNTY ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_, AT \_\_\_\_\_ M.

COUNTY CLERK, COMAL COUNTY, TEXAS

BY: \_\_\_\_\_, DEPUTY



LOCATION MAP  
NOT TO SCALE

LEGEND

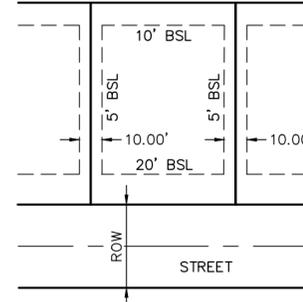
- |         |   |   |  |
|---------|---|---|--|
| AC      | ACRE(S)   | ● | REPETITIVE BEARING AND/OR DISTANCE           |
| BLK     | BLOCK   | ○ | FOUND 1/2" IRON ROD (UNLESS NOTED OTHERWISE) |
| DOC     | DOCUMENT NUMBER   | ○ | SET 1/2" IRON ROD (PD)                       |
| INT     | INTERSECTION (SURVEYOR)   | ○ | SET 1/2" IRON ROD (PD)-ROW                   |
| OPR     | OFFICIAL PUBLIC RECORDS (OFFICIAL PUBLIC RECORDS OF REAL PROPERTY) OF COMAL COUNTY, TEXAS | ○ | EASEMENT POINT OF INTERSECTION               |
| LF      | LINEAR FEET   | — | WATER SURFACE ELEVATION                      |
| VOL     | VOLUME  | — | HYDRAULIC CROSS SECTION                      |
| PG      | PAGE(S)   | — | MINIMUM FINISHED FLOOR ELEVATION             |
| ROW     | RIGHT-OF-WAY  | — |  |
| VAR WID | VARIABLE WIDTH  | — |  |
| — 1140  | EXISTING CONTOURS   | — |  |
| — 1140  | PROPOSED CONTOURS   | — |  |
| —       | CENTERLINE  | — |  |
| —       | ULTIMATE DEVELOPMENT 1% ANNUAL CHANCE (100-YR) FLOODPLAIN                                 | — |  |
| —       | ORIGINAL SURVEY/COUNTY LINE   | — |  |
- 
- |   |  |   |  |
|---|--|---|--|
| ③ | 10' GAS, ELECTRIC, TELEPHONE AND CABLE TV EASEMENT       | ④ | 14' GAS, ELECTRIC, TELEPHONE AND CABLE TV EASEMENT (DOC# 201706039599 OPR) |
| ⑥ | 15' GAS, ELECTRIC, TELEPHONE AND CABLE TV EASEMENT       | ⑤ | VAR WID DRAINAGE EASEMENT (DOC# 201706039599 OPR)                          |
| ⑦ | 21' SANITARY SEWER EASEMENT (0.214 TOTAL AC OFF-LOT)     | ⑥ | VAR WID ROW DEDICATION (DOC# 201806020339 OPR)                             |
| ⑧ | VAR WID SANITARY SEWER EASEMENT                          | ⑦ | 20' BUILDING SETBACK (DOC# 201706054155 OPR)                               |
| ⑨ | 20' WATER EASEMENT                                       | ⑧ | 20' ELECTRIC EASEMENT (DOC# 201706054155 OPR)                              |
| ⑩ | VAR WID RIGHT-OF-WAY DEDICATION (0.493 TOTAL AC OFF-LOT) | ⑨ | 5' BUILDING SETBACK (DOC# 201706054155 OPR)                                |
| ⑪ | 20' BUILDING SETBACK LINE                                | ⑩ | 10' BUILDING SETBACK (DOC# 201706054155 OPR)                               |
|   |  | ⑪ | VAR WID DRAINAGE EASEMENT (DOC# 201706054155 OPR)                          |
|   |  | ⑫ | VAR WID ELECTRIC EASEMENT (DOC# 201706003181 OPR)                          |
|   |  | ⑬ | 4S RANCH AMENITY CENTER (DOC# 201706054155 OPR)                            |
|   |  | ⑭ | JOHANN RITTMANN SURVEY NUMBER 579 ABSTRACT - 500                           |
|   |  | ⑮ | LOT 903 BLOCK 58 OPEN SPACE  |
|   |  | ⑯ | 0.069 ACRES PERMEABLE SEE OPEN SPACE NOTE SHEET 1 OF 2                     |
|   |  | ⑰ | LOT 902 BLOCK 58 OPEN SPACE  |
|   |  | ⑱ | 15.735 ACRES PERMEABLE SEE OPEN SPACE NOTE SHEET 1 OF 2                    |

SUBDIVISION PLAT  
OF  
4S RANCH, UNIT 11

BEING A TOTAL OF 21.617 ACRES OF LAND INCLUSIVE OF A 0.493 ACRE RIGHT-OF-WAY DEDICATION OUT OF THE JOHN KADERLI SURVEY NO. 449, ABSTRACT 308, COMAL COUNTY, TEXAS, COMPRISING OF 17.767 ACRES OUT OF A 753.365 ACRE TRACT OF LAND CONVEYED UNTO LENNAR HOMES OF TEXAS LAND AND CONSTRUCTION, LTD. BY DEED RECORDED IN DOC. NO. 201506007928, OFFICIAL PUBLIC RECORDS OF COMAL COUNTY, TEXAS; 2.759 ACRES OUT OF A 9.530 ACRE TRACT OF LAND CONVEYED UNTO LENNAR HOMES OF TEXAS LAND AND CONSTRUCTION, LTD. BY DEED RECORDED IN DOC. NO. 201706032323, SAID OFFICIAL PUBLIC RECORDS; 0.877 ACRES OUT OF A 7.900 ACRE TRACT OF LAND CONVEYED UNTO LENNAR HOMES OF TEXAS LAND AND CONSTRUCTION, LTD. BY DEED RECORDED IN DOC. NO. 201706032325, SAID OFFICIAL PUBLIC RECORDS; AND 0.214 ACRES OUT OF LOT 1, BLOCK 8, 4S RANCH AMENITY CENTER, RECORDED IN DOC. NO. 201706054155, MAP AND PLAT RECORDS OF COMAL COUNTY, TEXAS, AND CONVEYED UNTO HIDDEN TRAILS COMMUNITY ASSOCIATION, INC. BY DEED RECORDED IN DOC. NO. 201906013926, SAID OFFICIAL PUBLIC RECORDS.

TYPICAL BUILDING SET-BACKS

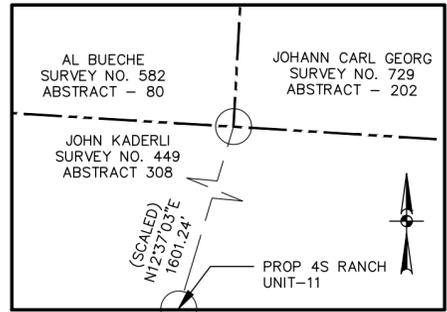
FOR HIGH DENSITY CLASS LOTS SERVED BY BOTH A CENTRAL WATER SYSTEM AND CENTRAL SEWER SYSTEM IN THE CITY'S ETJ, THE MINIMUM SIDE SETBACK SHALL BE 5 FEET, THE MINIMUM FRONT SETBACK SHALL BE 20 FEET AND MINIMUM REAR SETBACK SHALL BE 10 FEET.



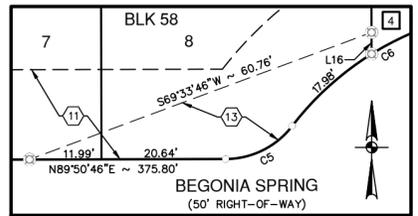
SAN ANTONIO | AUSTIN | HOUSTON | FORT WORTH | DALLAS  
2000 NW LOOP 410 | SAN ANTONIO, TX 78213 | 210.375.9000  
TBPE FIRM REGISTRATION #470 | TBPLS FIRM REGISTRATION #10028800  
DATE OF PREPARATION: January 26, 2021



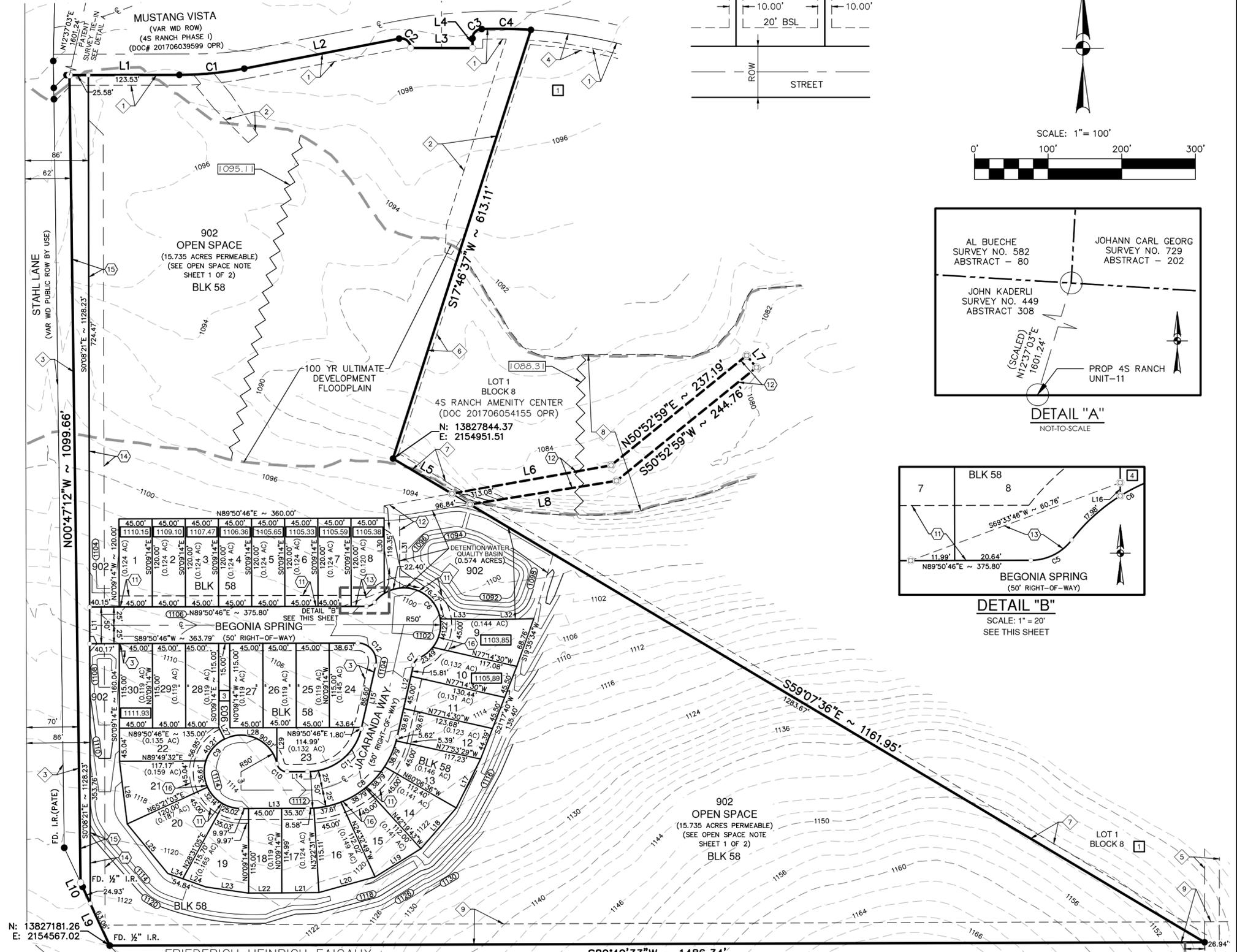
SCALE: 1" = 100'



DETAIL "A"  
NOT TO SCALE



DETAIL "B"  
SCALE: 1" = 20'  
SEE THIS SHEET



N: 13827181.26  
E: 2154567.02

FRIEDERICH HEINRICH FAIGAUX  
SURVEY NO. 578  
ABSTRACT - 169

UNPLATTED  
107.112 ACRES  
HELENA KLECK VIVIAN  
(DOC# 199806028689 OPR)

S89°49'33"W ~ 1486.34'

## **REVIEW MEMORANDUM**

TO: Bruna Spengler, P.E., CFM  
[BSpengler@pape-dawson.com](mailto:BSpengler@pape-dawson.com)  
Pape-Dawson Engineering, Inc.  
2000 NW Loop 410  
San Antonio, TX 78213

FROM: Josh Logan, PE, CFM  
[jlogan@halff.com](mailto:jlogan@halff.com)

SUBJECT: 4S Ranch, Unit 11  
Preliminary Plat Review

DATE: February 2, 2021

---

Halff Associates, on behalf of the City of Bulverde, has performed a review on the preliminary plat (dated 1/11/21) and supporting documents for the 4S Ranch, Unit 11 development. The review was conducted relative to the requirements established in the Subdivision Ordinance of the City of Bulverde AND the Development Agreement dated December 31, 2014 (between the City of Bulverde and STAHL LANE, LTD.). The following items were reviewed, with specific items to be addressed by the applicant listed below before resubmittal.

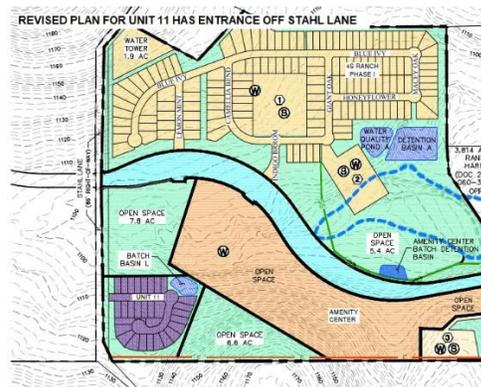
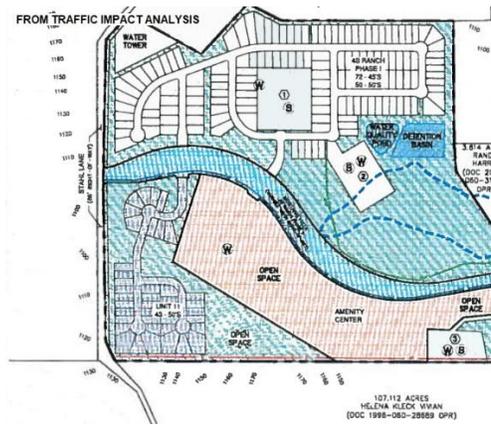
Revisions were made relative to the comments below and provided on 1/29/2021. Based on our review of the referenced documents, Halff Associates has no further comments and recommends approval of Unit 11 Preliminary Plat at the next available Planning & Zoning meeting.

### Plat specifications, Ordinance Section 1.05(b)

1. Provide bearing and distance dimension from a corner of the subdivision to a corner of the original tract or original survey. – **Corrected 1/29/2021**
2. A minimum of two corners of the subdivision referenced to State Plane Grid Coordinates. – **Corrected 1/29/2021**
3. Place BFE's on Ultimate Development floodplain based on hydraulic analysis. – **Corrected 1/29/2021**
4. Miscellaneous Note #3 says 1,927 LF of roadway dedication, but is closer to 754 LF. – **Corrected 1/29/2021**

### Plat Supporting Documents, Ordinance Section 1.04(c)

5. A Traffic Impact Analysis (TIA) amendment is required for the change in access for this unit, per Subdivision Code Section 2.04(b)(iv)(10) "The trip generation changes, including a change in the number or location of driveways or access to the development." – **Corrected 1/29/2021**



General Design 2.03(c)

No comments

Streets 2.04

No comments

Drainage Analysis

No comments (Phase 5, dated September 10, 2020, was reviewed and approved on 9/29/20).



PLANNING AND ZONING COMMISSION ITEM:  
PC-21-02

## REPLAT

Replat of Lot 4A, Block 2, Belle Oaks Ranch Phase I

---

**MEETING DATE:** February 11, 2021

**DEPARTMENT:** Planning & Development

**PRESENTED BY:** Susana Ramos, AICP, Planning Director

---

### REQUEST:

Consider the approval of a Replat (Revision) for Lot 4A, Block 2, Belle Oaks Ranch Phase I, generally located approximately 1.15 miles South of SH 46 on the East side of Blanco Road.

### APPLICANT:

Robert Sanchez  
2803 Kingsford Ln  
San Antonio, TX 78259

### PROPERTY INFORMATION:

Owner: Robert Sanchez  
Legal Description: LOT 4 & LOT 5, BLOCK 2, BELLE OAKS RANCH PHASE I  
Size: 2.247 acres; 1 Lot  
Existing Land Use: Undeveloped  
Existing Zoning: R-2 Residential  
Proposed Land-Use: Single Family Residential

---

### SUMMARY & ANALYSIS:

This is a proposed replat of a 2.247-acre residential lot, which was previously platted as Lot 4, Block 2 and Lot 5, Block 2 of Belle Oaks Ranch Phase I. The purpose of this replat is to combine Lots 4 and 5, Block 2 creating Lot 4A, Block 2.

The lot was originally platted as two separate lots at the time of the original approval of Belle Oaks Ranch, Unit I.

Utility and drainage easements between the two original lots have been released by the appropriate utility service providers – Canyon Lake Water Service Company (CLWSC), Guadalupe Valley Telephone Cooperative, Inc. (GVTC), and Pedernales Electric Cooperative (PEC).

### STAFF RECOMMENDATION:

The application, plat and required documents have been reviewed by Halff Associates and City staff. The only unresolved comment needing to be addressed in the plat is a bearing and distance being shown to the original tract.

Therefore, Staff recommends approval of the Replat subject to providing a bearing and distance from a corner of the subdivision to a corner of the original tract or original survey.

**ATTACHMENTS:**

Application

Plat



# APPLICATION FOR AMENDING PLAT

Planning & Development Department  
 30360 Cougar Bend, Bulverde, TX 78163  
 Telephone: 830-438-3612 - Fax: 830-438-4339  
[www.bulverdetx.gov](http://www.bulverdetx.gov)

**ALL APPLICATIONS SHALL BE ACCEPTED BY APPOINTMENT ONLY DURING A PRE-APPLICATION CONFERENCE ON THE DATES SPECIFIED IN PAGE 2 OF THIS APPLICATION. TO SCHEDULE AN APPOINTMENT PLEASE CONTACT THE BULVERDE PLANNING & DEVELOPMENT DEPARTMENT.**

- Name of Subdivision: Belle Oaks Ranch Unit No Lot 4 and 5  
 Location Description/Nearest Intersection: Lots 4 and 5 Block 2 Belle Oaks Ranch Phase 1, a subdivision in Comal County, Texas; recorded Dec Nov. 2019 06022663
- Owner/Applicant: Robert Sanchez  
 Address: 2803 Kingsford Ln - SA, TX 78259 Email: robert@tektunsa.com  
 Telephone: 210-378-9002 Fax: 210-979-7918 Mobile: 210-378-9002  
*Note: If applicant is person other than owner, a letter of authorization must be provided from owner.*
- Licensed Engineer/Surveyor (technical contact): Gibbons + Bravo Surveying  
 Address: 11312 Perrin Beitel - SA, TX 78217 Email: daniella@bravoandgibbons.com  
 Telephone: 210-276-0516 Fax: - Mobile: 210-391-7753
- Property Details:
 

City Limits:	<input checked="" type="checkbox"/> In	<input type="checkbox"/> Out (ETJ)	Water Source:	<u>Canyon Lake Water</u>
Commercial:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Sewage Treatment:	<u>SEPTIC</u>
Residential:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	TxDOT Frontage:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
No. of Lots:	<u>2</u>		100-Year Floodplain:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total Acreage without floodplain:	<u>2.247</u>		Edwards Aquifer Zone:	<input type="checkbox"/> Recharge
Density Class:	_____			<input type="checkbox"/> Contributing
Zoning Class:	_____			

The undersigned agrees to comply with all platting and subdivision requirements of the City of Bulverde, and hereby authorizes the surveyor/engineer to record the approved final plat. The undersigned agrees to pay the appropriate fees as outlined in the Planning and Development Fee Schedule and agrees to pay fees for any additional review requiring consultation with City Consultants, including involvement of a contract engineer in a predevelopment conference. To the extent possible, City Staff will provide the Owner/Applicant with an estimate of fees should outside consultation be required.

Pat Fry \_\_\_\_\_ Nov 30, 2020  
 Signature of Owner/Applicant Date

**Fees and Submittal Dates on Page 2**



# Planning and Development Amending Plat Application Checklist

**ALL SUBMITTALS MUST FOLLOW THE FOLLOWING REQUIREMENTS TO BE  
ACCEPTED BY THE CITY OF BULVERDE FOR INITIAL REVIEW**

- 1 full-size copy of Amending Plat (18x24)
- 1 11"x17" reduction of the Amending Plat
- One electronic copy of each document required below and plat drawing(s) in PDF format.
- Copy of Recorded Deed
- Lienholder's acknowledgement (if applicable)

**ADDITIONAL COMMENTS**

Both Lot 4 and 1/3 of Lot 5 have a  
variable drainage easement towards back of  
lots.

**FOR OFFICE USE ONLY:**

- Approved (Assign Case Number)
- Returned (Provide Comments)

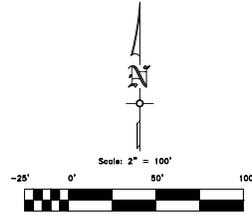
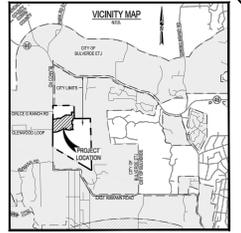
**Reviewed by:**

**Date:**

**Case Number:**

REPLAT OF LOT 4 AND LOT 5,  
OF BELLE OAKS RANCH, PHASE I

Lot 4 (1.0011 acres) and Lot 5 (1.2467 acres),  
Block 2, Belle Oaks Ranch Phase I, City of  
Bulverde, Document No. 201806022863, Official  
Records, Comal County, Texas,

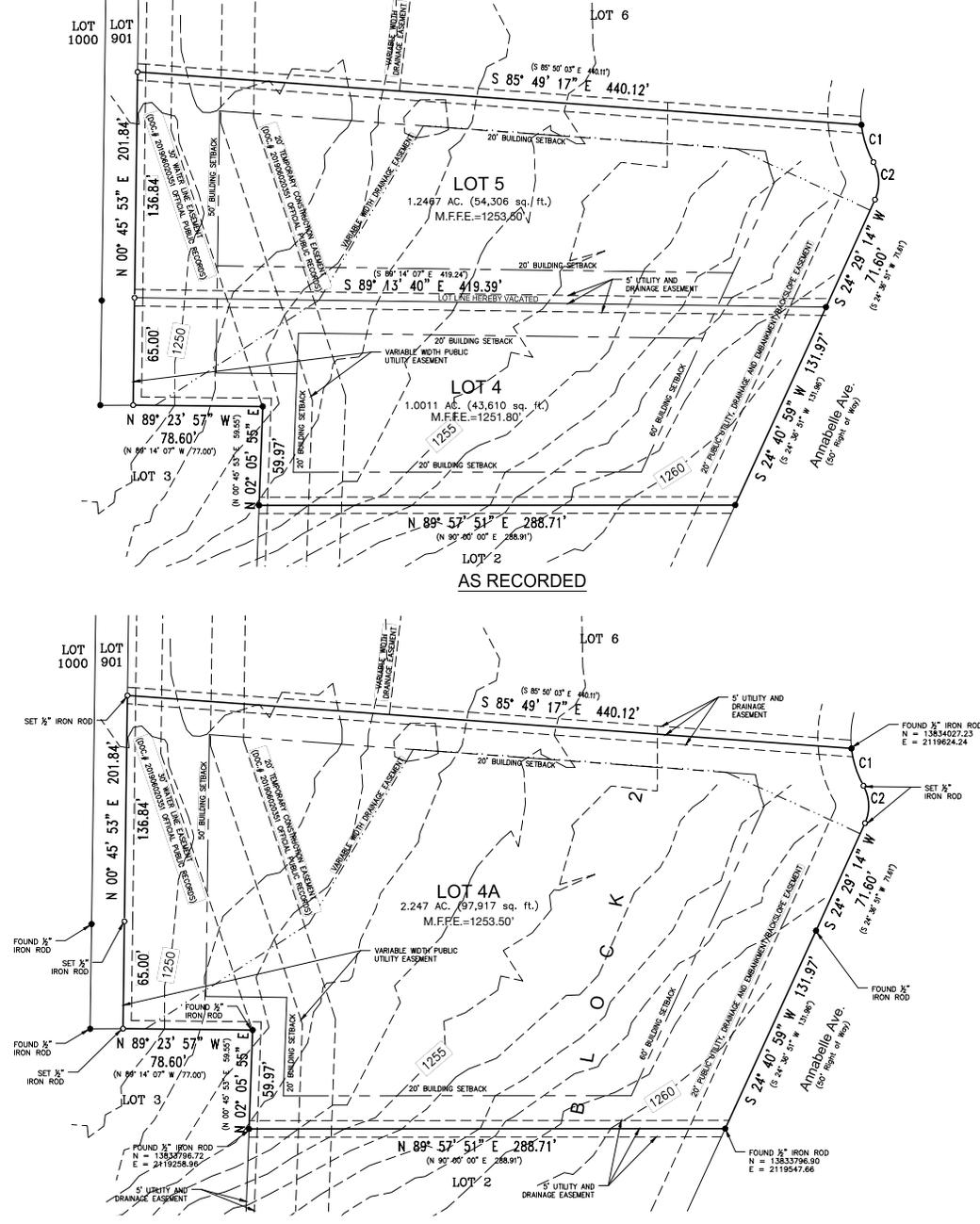


NOTES:

1. ACREAGE OF SUBDIVISION = 133.044 ACRES. THE OVERALL AVERAGE DENSITY OF LOTS IN THIS SUBDIVISION IS 1.95 AC./LOT.
2. NO LOTS IN PHASE I ARE ENCOMPASSED BY SPECIAL FLOOD HAZARD AREAS INUNDATED BY 100 YEAR FLOOD AS IDENTIFIED BY THE U.S. FEDERAL EMERGENCY MANAGEMENT AGENCY BOUNDARY MAP (FLOOD INSURANCE RATE MAP), COMMUNITY PANEL NO. 484910195F, EFFECTIVE DATE SEPTEMBER 26, 2008 FOR COMAL COUNTY, TEXAS.
3. WATER SERVICE FOR THIS SUBDIVISION WILL BE PROVIDED BY CANYON LAKE WATER SERVICE COMPANY (CWSS).
4. SEWER SERVICE FOR THIS SUBDIVISION WILL BE PROVIDED BY ONSITE SEWAGE FACILITIES.
5. ELECTRIC SERVICE PROVIDED BY FEDERALS ELECTRIC COOPERATIVE.
6. COMMUNICATIONS SERVICE WILL BE PROVIDED BY GUADALUPE VALLEY TELEPHONE COOPERATIVE.
7. MAIL SERVICE FOR SUBDIVISION SHALL BE CONDUCTED AT A COMMON COMMUNITY MAIL BOX LOCATED WITHIN THE ENTRANCE GATE NEAR THE INTERSECTION OF BELLE OAKS BLVD AND ANNABELLE AVE.
8. UNLESS OTHERWISE NOTED, ALL CORNERS, ANGLES AND POINTS OF CURVATURE ARE MARKED WITH 1/2" IRON RODS WITH MARKING/COVER CAP.
9. BEARINGS ARE BASED ON THE STATE PLANE COORDINATE SYSTEM ESTABLISHED FOR THE TEXAS SOUTH CENTRAL ZONE 4204, NORTH AMERICAN DATUM (NAD) OF 1983, SURFACE ADJUSTMENT FACTOR 1.00013 DISTANCES SHOWN HEREON ARE GRID UNITS. VERTICAL DATUM IS BASED ON NAVD83.
10. THIS SUBDIVISION LIES WITHIN THE EDWARDS AQUIFER CONTRIBUTING ZONE. NO CONSTRUCTION IN THE SUBDIVISION MAY BEGIN UNTIL THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) HAS APPROVED THE CONTRIBUTION ZONE PLAN (CZP) IN WRITING.
11. A TWENTY (20) FOOT PUBLIC UTILITY EMBANKMENT/BROOKSLOPE AND DRAINAGE EASEMENT (P.U.D.D.E.B.) IS HEREBY DEDICATED ALONG THE FRONT PROPERTY LINE OF ALL LOTS IN THIS SUBDIVISION IN ADDITION TO THOSE UTILITY AND DRAINAGE EASEMENTS SHOWN ON THE PLAT. THERE IS ALSO HEREBY DEDICATED A FIVE (5) FOOT WIDE UTILITY AND DRAINAGE EASEMENT ADJACENT TO ALL NON-ROADWAY LOT LINES UNLESS OTHERWISE NOTED ON THE PLAT. IF TWO OR MORE LOTS ARE COMBINED AS A SINGLE HOME SITE, THIS EASEMENT SHALL BE RELINQUISHED ALONG THE COMMON LINE OR LINES OF THE COMBINED LOTS SO LONG AS NO UTILITY LINES OR DRAINAGE IMPROVEMENTS ARE LOCATED THEREIN.
12. ALL PUBLIC UTILITY EASEMENTS ARE FOR UTILITY IMPROVEMENTS, INCLUDING BUT NOT LIMITED TO ELECTRIC, GAS, TELEPHONE, AND/OR CABLE LINES AND APPURTENANCES.
13. GRANTOR HEREBY DEDICATES TO THE PUBLIC UTILITY EASEMENT AND/OR UTILITY RIGHT-OF-WAY ON THIS PLAT FOR PUBLIC UTILITIES.
14. NO STRUCTURE, FENCES, WALLS, OR OTHER OBSTRUCTIONS OF ANY KIND SHALL BE PLACED WITHIN THE LIMITS OF THE DRAINAGE EASEMENTS SHOWN ON THIS PLAT. LANDSCAPING, FENCES, OR OTHER TYPES OF MODIFICATIONS WHICH ALTER THE CROSS-SECTIONS OF THE DRAINAGE EASEMENTS OR DECREASE THE HYDRAULIC CAPACITY OF THE EASEMENT SHALL NOT BE ALLOWED WITHOUT THE APPROVAL OF THE CITY ENGINEER.
15. PROPERTY OWNERS ARE ADVISED THAT THEY ARE RESPONSIBLE FOR MAINTENANCE OF DEDICATED EASEMENTS ON THEIR PROPERTY AND THAT THESE EASEMENTS ARE FOR ANY PURPOSE DETRIMENTAL TO THEIR INTENDED USE (I.E. NO STRUCTURES, SEPTIC TANKS, FIELDS, ETC.) GRANTEES OF SAID DEDICATED EASEMENTS RESERVE THE RIGHT OF ACCESS TO SUCH EASEMENTS.
16. A DEVELOPMENT AGREEMENT FOR BELLE OAKS RANCH WAS EXECUTED ON JANUARY 9TH, 2018 AND RECORDED AS DOCUMENT NO. 2018060101 IN THE OFFICIAL PUBLIC RECORDS OF COMAL COUNTY, TEXAS. THE DEVELOPMENT IS SUBJECT TO THE CITY OF BULVERDE ORDINANCE IN EFFECT AT THE TIME OF DEVELOPMENT APPROVAL AND EXECUTION.
17. IT IS HEREBY UNDERSTOOD AND AGREED THAT NON-EXCLUSIVE, PERPETUAL EASEMENTS ARE RESESSED FOR THE INSTALLATION AND MAINTENANCE OF PUBLIC UTILITIES AND ALL NECESSARY APPURTENANCES, WHETHER THESE IMPROVEMENTS ARE INSTALLED UNDERGROUND, OVERHEAD, AND/OR ON THE SURFACE OF THE GROUND WITHIN THE PUBLIC UTILITY EASEMENTS DEDICATED ON THIS PLAT. NOTHING SHALL BE PLACED OR PERMITTED TO REMAIN IN A PUBLIC UTILITY EASEMENT AREA WHICH MAY DAMAGE OR INTERFERE WITH THE INSTALLATION AND MAINTENANCE OF SAID PUBLIC UTILITIES. THE PUBLIC UTILITY EASEMENT AREA OF EACH LOT AND ALL IMPROVEMENTS WITHIN IT SHALL BE MAINTAINED BY THE OWNER OF THE LOT, EXCEPT FOR THOSE FACILITIES FOR WHICH AN AGENT OR PUBLIC UTILITY PURCHASER IS RESPONSIBLE. PUBLIC UTILITY PURCHASERS AND THEIR EMPLOYEES SHALL HAVE ALL OF THE RIGHTS AND BENEFITS NECESSARY FOR THE FULL ENJOYMENT OF THE RIGHTS HEREIN GRANTED, INCLUDING BUT NOT LIMITED TO INGRESS AND EGRESS FROM PRIVATE ROADS AND EASEMENTS, AND THE RIGHT FROM TIME TO TIME TO CUT ANY AND ALL TREES, UNDERGROWTH AND OTHER OBSTRUCTIONS THAT MAY CAUSE INTERFERENCE WITH THE OPERATION OF SAID PUBLIC UTILITY FACILITIES.
18. THE CITY OF BULVERDE SHALL NOT BE RESPONSIBLE FOR MAINTENANCE OF PRIVATE STREETS, DRIVES, RECREATION AREAS AND OPEN SPACES. THE SUBDIVISION PROPERTY OWNERS SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF PRIVATE STREETS, DRIVES, RECREATION AREAS AND OPEN SPACES, AND SAID OWNERS AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY OF BULVERDE FROM ALL CLAIMS, DAMAGES AND LOSSES, INCLUDING OUT OF OR RESULTING FROM PERFORMANCE OF THE OBLIGATIONS OF SAID OWNERS SET FORTH ON THIS PLAT.
19. SPECIAL LOT DEDICATION/DESIGNATION:  
19.1 LOT 3 BLOCK 2 WILL BE DEDICATED TO CANYON LAKE WATER SERVICE COMPANY.  
19.2 LOT 800 IS HEREBY A POA OWNED AND MAINTAINED COMMONITY LOT AND WILL CONTAIN A PORTION OF THE COMMUNITY MAIL BOX.  
19.3 LOTS 901, 902, 903 ARE HEREBY DESIGNATED AS OPEN SPACE/DRAINAGE EASEMENT AND ARE HEREBY OWNED AND MAINTAINED BY THE POA.  
19.4 LOT 1000 IS HEREBY DEDICATED AS PUBLIC RIGHT-OF-WAY WITH THIS PLAT.  
19.5 LOT 1001 IS HEREBY DESIGNATED AS PRIVATE STREET RIGHT-OF-WAY AND PUBLIC UTILITY EASEMENT. LOT 1001 SHALL BE OWNED AND MAINTAINED BY THE POA. ALL STREETS WITHIN LOT 1001 WITHIN THIS SUBDIVISION SHALL PROVIDE FOR RECREATION, ACCESS FOR INGRESS AND EGRESS TO ALL OTHER LOT OWNERS AND SUCCESSORS WITHIN THE SUBDIVISION.
20. A PERPETUAL PUBLIC SAFETY AND PUBLIC SERVICES EASEMENT WITHIN THE PRIVATE ROADS FOR THE PURPOSE OF PROVIDING PUBLIC SAFETY SERVICES, POLICE, FIRE AND MEDICAL SERVICES, UTILITY METER READING, BUILDING INSPECTIONS, SOLID WASTE COLLECTION, PUBLIC SCHOOL, TRANSPORTATION, ANY OTHER PUBLIC SERVICES AND ENFORCING THE CITY ORDINANCES AND GIVING THE CITY AND ITS AUTHORIZED OFFICERS AND DESIGNEES UNLIMITED INGRESS AND EGRESS OVER, ACROSS AND THROUGH SUCH PRIVATE DRIVES, STREETS, ROADWAYS, AND RIGHT-OF-WAY FOR THE PURPOSE OF PROVIDING PUBLIC SAFETY SERVICES, POLICE, FIRE AND MEDICAL SERVICES, AND ENFORCING THE FEMA CODE AND CITY ORDINANCES. THE POA SHALL MAINTAIN AT ALL TIMES WITH THE CITY SECRETARY THE CURRENT GATE CODE OF KEY FOR ALL GATES REGULATING ACCESS TO AND FROM THE SUBDIVISION.
21. A DRIVEWAY CULVERT IS REQUIRED FOR ALL DRIVEWAYS WHERE DRAINAGE CONVEYANCE ACROSS THE DRIVEWAY IS REQUIRED.
22. IN ORDER TO PROMOTE DRAINAGE AWAY FROM A STRUCTURE, THE SLAB ELEVATION SHOULD BE BUILT AT LEAST ONE FOOT HIGHER THAN THE HIGHEST SPOT ELEVATION THAT IS LOCATED WITHIN FIVE FEET OUTSIDE THE PERIMETER OF THE BUILDING, OR MINIMUM FINISHED FLOOR ELEVATION, WHICHEVER IS HIGHER, AND THE GROUND SHOULD BE GRADED AWAY FROM THE STRUCTURES AT A SLOPE OF 1/2" PER FOOT FOR A DISTANCE OF AT LEAST 10 FEET.
23. DRIVEWAYS SHALL TAKE ACCESS OFF OF INTERNALLY PLATTED ROADS AND NOT DIRECTLY OFF OF BLANCO ROAD.
24. DUE TO FUTURE POTENTIAL WATER SYSTEM MODIFICATIONS, ALL LOTS WITHIN PHASE I SHALL INSTALL AND INDIVIDUAL PRESSURE REDUCING VALVE ON THE CUSTOMERS SIDE OF THE METER. THE INDIVIDUAL PRESSURE REDUCING VALVES SHALL BE OWNED AND MAINTAINED BY THE INDIVIDUAL LOT OWNER.
25. THE PURPOSE OF THE TEMPORARY CONSTRUCTION AND EQUIPMENT STORAGE EASEMENT IS FOR USE BY THE CONTRACTOR DURING CONSTRUCTION FOR STAGING, STORAGE AND GENERAL USE DURING CONSTRUCTION. THE EASEMENT SHALL EXPIRE UPON PHASE I FINAL CONSTRUCTION ACCEPTANCE.
26. THE CITY OF BULVERDE MINIMUM FRONT BUILDING SETBACK IS 40' AND MINIMUM REAR AND SIDE BUILDING SETBACKS ARE 20'.

FEDERALS ELECTRIC NOTES:

1. ANY PEC MONETARY LOSS RESULTING FROM MODIFICATIONS REQUIRED OF PEC EQUIPMENT, LOCATED WITHIN SAID EASEMENT, DUE TO GRADE CHANGES OR GROUND ELEVATION ALTERATIONS SHALL BE CHARGED TO THE PERSON OR PERSONS DEEMED RESPONSIBLE FOR SAID GRADE CHANGES ELEVATION ALTERATION.
2. FEDERALS ELECTRIC COOPERATIVE, INC. (PEC) AS PART OF ITS ELECTRIC SYSTEM ARE HEREBY DEDICATED THE EASEMENTS AND RIGHT-OF-WAY FOR ELECTRIC AND GAS DISTRIBUTION AND SERVICE FACILITIES IN THE AREAS DESIGNATED ON THIS PLAT AS "ELECTRIC EASEMENT", "GAS EASEMENT", "ANCHOR EASEMENT", "SERVICE EASEMENT", "OVERHEAD EASEMENT", "UTILITY EASEMENT" AND "TRANSFORMER EASEMENT", FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, RECONSTRUCTING, MAINTAINING, REMOVING, INSPECTING, PATROLLING, AND ERECTING POLES, HANGING OR BURYING WIRES, CABLES, CONDUITS, PIPELINES OR TRANSFORMERS, EACH WITH ITS NECESSARY APPURTENANCES WITHIN THE RIGHT OF WAY AREAS, AND TO EGRESS OVER GRANTOR'S ADJACENT LAND, THE RIGHT-OF-WAY AREAS, AND THE RIGHT TO REMOVE FROM SAID LANDS ALL TREES OR OTHER OBSTRUCTIONS WHICH ENHANCE OR IMPROVE THE EFFICIENCY OF SAID LINES OR APPURTENANCES THERETO. IT IS AGREED AND UNDERSTOOD THAT NO BUILDING, CONCRETE SLABS, OR WALLS WILL BE PLACED WITHIN SAID EASEMENT AREA.
3. THIS PLAT DOES NOT AMEND, ALTER, RELEASE OR OTHERWISE AFFECT ANY EXISTING ELECTRIC, GAS, WATER, SEWER, DRAINAGE, TELEPHONE, OR CABLE EASEMENTS OR ANY OTHER EASEMENTS FOR UTILITIES UNLESS THE CHANGES TO SUCH EASEMENTS ARE DESCRIBED BELOW: NONE.
4. CONCRETE DRIVEWAY APPROACHES ARE ALLOWED WITHIN THE FIVE (5) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN LOTS ARE SERVED ONLY BY REAR LOT UNDERGROUND ELECTRIC AND GAS FACILITIES.
5. ROOF OVERHANGS ARE ALLOWED WITHIN FIVE (5) FOOT WIDE ELECTRIC AND GAS EASEMENTS WHEN ONLY UNDERGROUND ELECTRIC AND GAS FACILITIES ARE PROPOSED OR EXISTING WITHIN THOSE FIVE (5) FOOT WIDE EASEMENTS.



NOTE: CONTOURS ARE A DEPICTION OF ORIGINAL CONDITIONS AND WERE NOT CONFIRMED BY SURVEYOR

C1	C2
R=60.00'	R=25.00'
L=23.88'	L=23.55'
D=22'48"18"	D=53'58"21"
CB=5 17' 51" 18" E	CB=5 02' 22" 20" E
CD=23.72'	CD=22.69'
(R=60.00' L=23.99' D=22'54"32" CB=5 17' 54" 18" E CD=23.83')	(R=25.00' L=23.55' D=53'58"21" CB=5 02' 22" 20" E CD=22.69')

STATE OF TEXAS  
COUNTY OF COMAL

I, LYNDON NANCE, REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECTLY MADE FROM AN ACTUAL SURVEY MADE ON THE GROUND OF THE GROUND OF THE PROPERTY LEGALLY DESCRIBED HEREON, AND THAT THERE ARE NO APPARENT DISCREPANCIES, CONFLICTS, OVERLAPPING OR IMPROVEMENTS, VISIBLE UTILITY LINES OR ROADS IN PLACE, EXCEPT AS SHOWN ON THE ACCOMPANYING PLAT, AND THAT THE CORNER MONUMENTS SHOWN THEREON WERE PROPERLY PLACED UNDER MY SUPERVISION IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS OF THE CITY OF BULVERDE, TEXAS.

TO CERTIFY WHICH WITNESS MY HAND AND SEAL AT BULVERDE COUNTY, TEXAS, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

LYNDON NANCE,  
REGISTERED PROFESSIONAL LAND SURVEYOR  
NO. 6206 STATE OF TEXAS

STATE OF TEXAS  
COUNTY OF COMAL

KNOW ALL MEN BY THESE PRESENTS,  
THE OWNER OF THE LAND SHOWN ON THIS PLAT WHOSE NAME IS SUBSCRIBED HERETO, AND IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, HEREBY SUBSCRIBES AND AGREES AND ACCORDING TO THE DIMENSIONS AS SHOWN, ALL ROADS TO BE CONSTRUCTED BY THIS PLAT SHALL NOT BE DEDICATED TO ANY STATE, MUNICIPALITY OR OTHER GOVERNMENT ENTITY. THEY SHALL REMAIN PRIVATE ROADS.

Robert Sanchez  
Texas Artisan Homes, LLC  
2009 Ranch Rd 620 N | Bldg. 2 | Suite 221  
Austin, TX 78734

STATE OF TEXAS  
COUNTY OF COMAL

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED  
KNOWING ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT OF WRITING, AND  
ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN  
EXPRESSED AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D.

NOTARY PUBLIC, STATE OF TEXAS

This replat of Lot 4 and Lot 5, BELLE OAKS RANCH, PHASE I has been submitted to and considered by the Planning and Zoning Commission of the City of Bulverde, Texas, and is hereby approved by such Commission.  
Dated \_\_\_\_\_ this day of \_\_\_\_\_, A.D., 2020.

Approved By: \_\_\_\_\_  
Chairperson

STATE OF TEXAS  
COUNTY OF COMAL

I, \_\_\_\_\_, COUNTY CLERK OF COMAL COUNTY, DO HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR  
RECORD IN MY OFFICE ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 2020 AT \_\_\_\_\_ M AND  
DULY RECORDED THE \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 2020 AT \_\_\_\_\_ M. IN THE RECORDS OF MAPS AND  
PLATS IN SAID OFFICE. IF SAID COUNTY, IN DOCUMENT # \_\_\_\_\_ IN TESTIMONY WHEREOF WITNESS MY  
HAND AND OFFICIAL SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 2020

COUNTY CLERK, COMAL COUNTY, TEXAS

By: \_\_\_\_\_  
DEPUTY

**GIBBONS & BRAVOS SURVEYING**  
11312 Perrin Beitel  
San Antonio, Texas  
78217  
210-276-0516

PROPOSED



PLANNING AND ZONING COMMISSION ITEM:  
SUP-21-01  
**SPECIAL USE PERMIT**  
2031 Casey Road

---

**MEETING DATE:** February 11, 2021  
**DEPARTMENT:** Planning & Development  
**PRESENTED BY:** Susana Ramos, AICP, Planning Director

---

**REQUEST:**  
Hold a public hearing and consider a request by Ashley Book for approval of a Special Use Permit for a Short-Term Rental at 2031 Casey Road, generally located at the Northeast corner of Casey Road and Bulverde Road.

**APPLICANT:**  
Ashley Book  
2031 Casey Road  
Bulverde, TX 78163-1824

**PROPERTY INFORMATION:**  
Address: 2031 Casey Road, Bulverde, TX 78163-1824  
Legal Description: LOT 251, BULVERDE ESTATES 2  
Owner: Ashley Book  
Existing Land Use: Single-Family Residence & Illegal Short-Term Rental (not permitted – the City has requested this use be discontinued)  
Existing Zoning: R-2, Residential District

**NOTICE:**  
Public Notice: January 24, 2021  
Personal Notice: January 29, 2021

Staff sent 8 Personal Notices to properties within a 200 feet buffer of the subject property. As of present, Staff received no letters of support and no letters of opposition.

**IN SUPPORT: 0**  
**IN OPPOSITION: 0**

---

**SUMMARY:**  
The applicant requests a Special Use Permit to operate a Bed and Breakfast Inn/Short-Term Rental on an approximately 1.532-acre tract at 2031 Casey Road, Bulverde, TX.

## **BACKGROUND:**

The applicant converted a 365-square-foot detached shed located on her property into a tiny home without first obtaining the appropriate permits or inspections from the City of Bulverde to do so. Also, the applicant failed to submit a septic permit to Comal County for the expansion of the septic system. Attached herein is a failed inspection report of the tiny home detailing multiple code violations.

The applicant has been operating the tiny home since March of 2020, as a Short-Term Rental, in which guests pay to rent the tiny home for overnight stay on Airbnb—which is an online platform where people can list their properties or spare rooms for rent to accommodate guests with short-term lodging and homestay needs.

In August of 2020, the City issued the applicant a citation for illegally operating a Short-Term Rental in an R-2 Zoning District. Shortly thereafter, the City requested the use of the tiny home as a Short-Term Rental be discontinued. The City also requested payment of all unpaid taxes because the applicant failed to pay required hotel/motel occupancy taxes owed to the City for operating a Short-Term Rental. It was not until January 20, 2021 that those taxes were paid. However, the applicant failed to provide the City with a copy of the quarterly report filed with the State Comptroller as required in Article 11.04 of the City Code and Chapter 351 of the Texas Tax Code. To date, the State Comptroller's website shows no record of the applicant's state taxes being paid.

The applicant is now requesting a Special Use Permit to operate a Bed and Breakfast Inn/Short-Term Rental at 2031 Casey Road in order to continue this use.

## **ANALYSIS:**

According to the table of permitted uses in Section 14.04.002, a Bed and Breakfast Inn is allowed by right in commercial zoning districts (C-1, C-2, and C-3), and it is only allowed in agricultural (AG) and residential zoning districts (R-1, R-2, and R-3) with the approval of a special use permit. Prior to operating a Bed and Breakfast Inn, a certificate of occupancy must be issued by the City. The City's zoning ordinance defines a Bed and Breakfast Inn as: *A facility, often a private home, but including a hotel, offering a room for the night and breakfast the next morning for one inclusive price.*

Food that is prepared or sold for public consumption, however, will also require applicable health inspections and permits. The applicant does not mention breakfast or any other meals being prepared or served to her guests either in the written statement or the listing on Airbnb, which are attached herein. Short-Term Rentals are different from Bed and Breakfast establishments in that prepared meals are typically not provided. For these reasons, the manner in which the applicant is currently operating and advertising the tiny home is more like a Short-Term Rental rather than a Bed and Breakfast Inn.

Per Section 14.01.019(c) of the Code of Ordinances: *Any use which is not contrary to city, county, state or federal laws and which is not listed as an allowed use in the zoning ordinance shall hereby be deemed a special use permit use which may be requested in any district and subject to the provisions of this article.* In this case, a Short-Term Rental is not listed as a

permitted use in the City’s zoning ordinance. Therefore, a special use permit will be required for a Short-Term Rental.

“Short-Term Rentals” are not specifically mentioned in the City Code. However, “Temporary Residences” are prohibited in Section 14.04.003(c) of the Code of Ordinances which state: *No person shall at any time use as a residence, temporarily or permanently, a trailer, motor home, mobile home, basement, tent, shack, garage, barn or other accessory building.* While the City cannot enforce deed restrictions, it is worth noting the deed restrictions for Bulverde Estates do not explicitly mention Short-Term Rentals, but similar to City Code, they also prohibit Temporary Residences.

Buildings and structures within the City that do not comply with current building code are deemed unsafe or otherwise dangerous to public health, safety, and general welfare. The building inspector for the City recently conducted an inspection of the tiny home and several building code violations were found. Existing deficiencies of the tiny home are noted in the inspection report, which is attached herein.

**STAFF RECOMMENDATION:**

Staff respectfully recommends that this Special Use Permit request be denied.

**CONSIDERATIONS FOR EVALUATION:**

City Code provides direction to the Planning and Zoning Commission and the City Council regarding the procedures and considerations involved in potentially granting any Special Use Permit. More specifically, Section 14.01.019(d) of the Code of Ordinances states:

*“Every special use permit granted under the provisions of this article shall be considered as an amendment to the zoning ordinance and zoning map as applicable to such property, and shall be adopted as a separate ordinance. In granting such permit, the city council may impose such conditions as may be necessary to promote and protect the public health, safety, order, morals, convenience, prosperity and general welfare. Said conditions shall be complied with by the grantee before a certificate of occupancy may be issued...”*

**ATTACHMENTS:**

- A. Application
- B. Statement of Purpose
- C. Site Plan
- D. Photos of the Short-Term Rental
- E. Letters of Support – provided by the applicant
- F. Online Listing of Short-Term Rental – as shown on Airbnb.com
- G. Inspection Report



# Application for Special Use Permit (SUP)

30360 Cougar Bend, Bulverde, TX 78163  
Telephone: 830-438-3612 - Fax: 830-438-4339

[www.ci.bulverde.tx.us](http://www.ci.bulverde.tx.us)

Date: 12/16/2020

Case No. \_\_\_\_\_

### Applicant Information:

Name: Ashley Book Phone: 210-843-4019 Fax: \_\_\_\_\_  
Address: 2031 Casey Rd Bulverde, TX 78163 Email: ashleybookpac@yahoo.com

### Property Owner Information:

Name: same as applicant Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_

*\* If property owner is not the applicant, a letter of authorization from the owner is required with application submittal.*

### Property Identification:

Street Address: 2031 Casey Rd Bulverde, TX 78163 (small cabin located on property)  
Legal Description: Lot 251, Bulverde Estates, Unit 2  
Use Requested: Bed and Breakfast Inn / Short term rental

### The Following Must Be Submitted with Application:

1. A written statement describing the purpose and specific conditions of the request.
2. A site plan meeting the following minimum specifications:
  - a. Drawn to scale; indicating applicable buildings with approximate square footages and proposed uses.
  - b. Site ingress and egress, including interior traffic circulation patterns and parking/loading areas
  - c. Location and uses of existing buildings within 200 feet (may be shown on separate plan/aerial photograph)
  - d. Existing zoning district classifications within 200 feet (may be shown on separate plan)
  - e. The 100-year floodplain if present on the property
3. A landscape/buffering plan meeting the following minimum specifications:
  - a. Drawn to scale; indicating proposed landscaping, including the size, species and locations.
  - b. Other visual screening methods and their design, such as fences
4. A Tree Preservation and Replacement Plan must be submitted meeting the specifications of the Zoning Ordinance if development will necessitate removal of trees or affect the driplines of existing trees.

*\* Other items, including, but not limited to architectural renderings, traffic impact studies and noise studies may be requested. In addition, the Planning and Zoning Commission and City Council may request additional information by majority vote to render an informed decision.*

The undersigned agrees to pay the **non-refundable** application fee and any other applicable fees as outlined in the Fee Schedule and agrees to pay fees for any additional review requiring consultation with City Consultants, including involvement of a contract engineer in a predevelopment conference. To the extent possible, City Staff will provide the Owner/Applicant with an estimate of fees should outside consultation be required. The undersigned also acknowledges the City Staff may require additional appropriate information be submitted to aid in the review.

Ashley Book  
Signature of Owner/Applicant

12/16/2020  
Date

Fees:  
Special Use Permit Review Fee - \$750.00

## Application for Special Use Permit

1. The purpose of this special use permit request is to request permission to use the tiny house located on my property at 2031 Casey Rd, as a Bed and Breakfast Inn. Pursuant to the City of Bulverde Zoning Ordinance 14.4.2, a Bed and Breakfast Inn is permitted on an R-2 residential district with Special Use Permit.

Additionally, I have provided images of the interior and exterior of the Tiny House as well as signed letters from neighbors in the immediate area, in support of my permit request. I'd also like for the committee to take into account that, not only is there a short term rental located across Bulverde Road from my property, but also located right in the middle of downtown Bulverde. My property is located at a very busy, high traffic intersection at the very end of Bulverde estates and a prime location for a short term rental. There is separate parking (off the street and out of the right of way, in a driveway) and private entry access to the Tiny House. My Tiny House also only accommodates two adults and I do not allow children, thus minimizing any chance for and noise disturbance for the neighborhood.

Not only will short term rentals increase tourist revenue for the city, but allow for the city to avoid unsightly hotels in the area, in order to maintain the hill country beauty.

2. a) see plat  
b) see plat  
c) see plat  
d) I believe most are R-2 residential lots, however, located north, across Bulverde Rd from my property, is another short-term rental called Homestead Guesthouse  
e) n/a
3. a) no new trees or landscape are planned  
b) see plat
4. No modifications are necessary

**BULVERDE ROAD**  
(60' R.O.W.-PER PLAT)

N 00°02'48" E 154.45' (F.M.) EDGE OF PVMT.

N 00°06' E 154.42' (PLAT)

1.2'

FND.  
1/2" I.R.  
W/PREISION

20' TELE. EASE  
(VOL. 953, PG. 592)  
25' BLDG. SETBACK  
(VOL. 203, PG. 141)

5' UTIL. EASE.  
(PLAT)

N 89°34'22" E 298.67' (F.M.)

N 89°40' E 298.47' (PLAT)

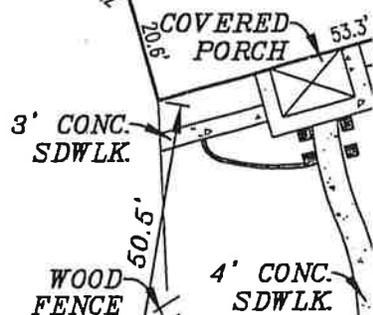
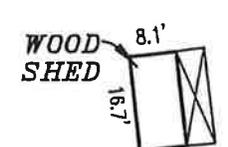
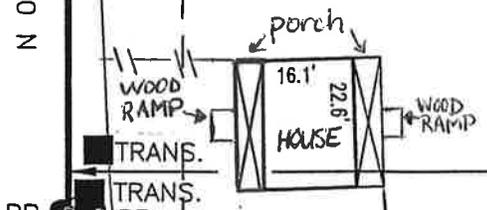
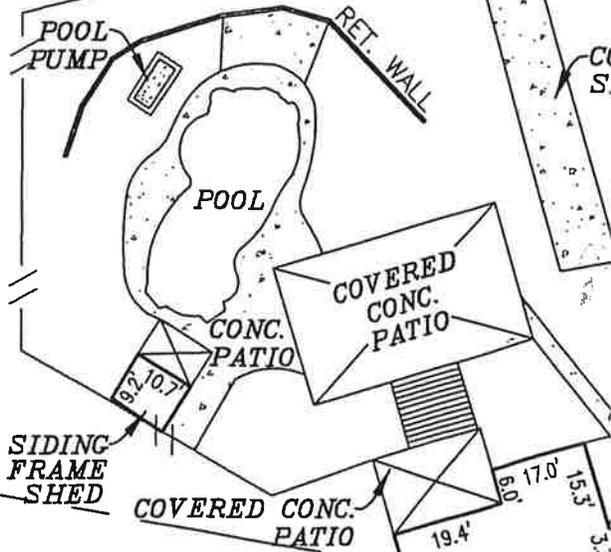
LOT 252

LOT 251

66745 SQ. FT.  
1.53 ACRES

100' BLDG. SETBACK  
(VOL. 203, PG. 141)

SEPTIC & SIDING FRAME SHED



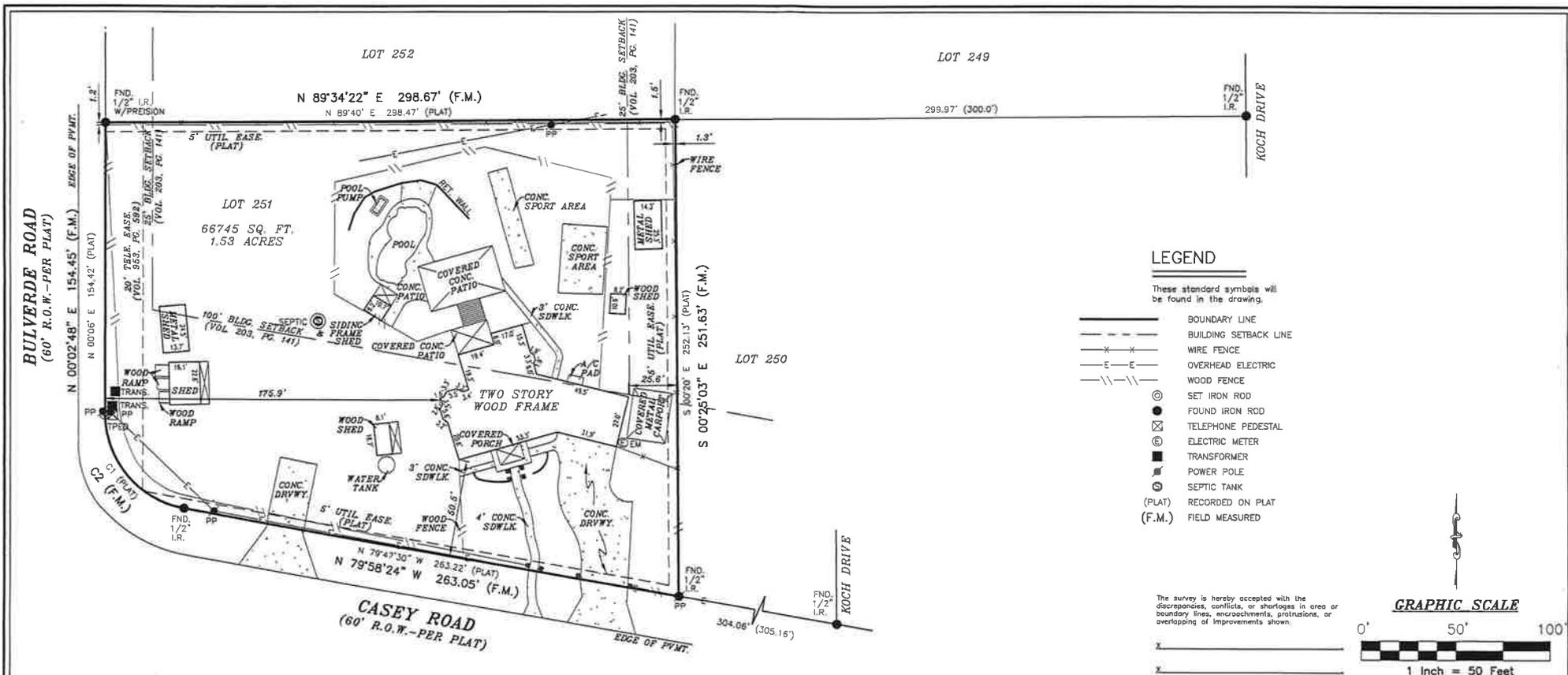
FND.  
1/2" I.R.



5' UTIL. EASE.  
(PLAT)

N 79°47'30" W 263.22' (PLAT)  
N 79°58'24" W 263.05' (F.M.)

**CASEY ROAD**  
(60' R.O.W.-PER PLAT)



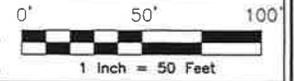
**LEGEND**

These standard symbols will be found in the drawing.

- BOUNDARY LINE
- - - BUILDING SETBACK LINE
- x x x WIRE FENCE
- - - OVERHEAD ELECTRIC
- ||| WOOD FENCE
- ⊙ SET IRON ROD
- FOUND IRON ROD
- ⊗ TELEPHONE PEDESTAL
- ⊕ ELECTRIC METER
- ⊞ TRANSFORMER
- ⊟ POWER POLE
- ⊙ SEPTIC TANK
- (PLAT) RECORDED ON PLAT
- (F.M.) FIELD MEASURED

The survey is hereby accepted with the discrepancies, conflicts, or shortages in area or boundary lines, encroachments, protrusions, or overlapping of improvements shown.

**GRAPHIC SCALE**



**SURVEYOR'S NOTE(S):**  
 BASIS OF BEARING, TEXAS SOUTH CENTRAL NAD 83.

THE SUBJECT LOT IS NOT SUBJECT TO THE EASEMENT(S) RIGHTS RECORDED IN VOLUME 52, PAGE 561, AND VOLUME 480, PAGE 789 REAL PROPERTY RECORDS, COMAL COUNTY, TEXAS.

THE SUBJECT LOT IS SUBJECT TO THE EASEMENT(S) RIGHTS (FOR ELECTRIC SERVICE) RECORDED IN VOLUME 178, PAGE 38, REAL PROPERTY RECORDS, COMAL COUNTY, TEXAS.

THE SUBJECT LOT IS SUBJECT TO THE 20' ELECTRIC EASEMENT (FOR ELECTRIC SERVICE) RECORDED IN DOC. NO. 200706003445, REAL PROPERTY RECORDS, COMAL COUNTY, TEXAS.

At date of this survey, the property is in FEMA designated ZONE X as verified by FEMA map Panel No. 48091C 0215 E effective date of SEPTEMBER 7, 2009. Exact designations can only be determined by a Elevation Certificate. This information is subject to change as a result of future FEMA map revisions and/or amendments.

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	50.00'	70.02'	64.44'	N 40°01'07" W	80°14'13"
C2	50.00'	69.95'	64.39'	N 40°14'19" W	80°09'36"

I, **AARON MICAH REYNOLDS**, a Registered Professional Land Surveyor in the State of Texas, do hereby certify to **ALAMO TITLE COMPANY** and **C&T MORTGAGE, INC.** that the above map is true and correct according to an actual field survey, made by me on the ground or under my supervision, of the property shown or described by field notes accompanying this drawing. I further certify that all easements and rights-of-way of which I have been advised are shown hereon and that, except as shown, there are no visible encroachments, no visible overlapping of improvements and no apparent discrepancies or conflicts in the boundary lines, and no visible physical evidence of easements or rights-of-way as of the date of the field survey. I further certify that this survey meets or exceeds the minimum standards established by the Texas Board of Professional Land Surveying (Section 663.18).

Borrower/Owner: **ASHLEY N. BOOK**  
 Address: **2031 CASEY ROAD** GF No. **SAT-41-4000411700663-NC**  
 Legal Description of the Land: **Lot 251, BULVERDE ESTATES, UNIT 2, City of Bulverde, COMAL County, Texas, according to plat recorded in Volume 4, Page 43, Map and Plat Records, COMAL County, Texas.**

SUBJECT TO RESTRICTIVE COVENANTS AND/OR EASEMENTS RECORDED IN: VOLUME 4, PAGE(S) 43, DEED AND PLAT RECORDS, COMAL COUNTY, TEXAS; VOLUME 203, PAGE 141, DEED RECORDS, COMAL COUNTY, TEXAS; VOLUME 403, PAGE 810, OFFICIAL RECORDS, COMAL COUNTY, TEXAS; VOLUME 403, PAGE 812, OFFICIAL RECORDS, COMAL COUNTY, TEXAS.

PROPERTY PHOTOGRAPH:



**FINAL "AS-BUILT" SURVEY**

JOB NO.:	1707046555	NO.	REVISION	DATE
DATE:	07/21/17			
DRAWN BY:	MN/KC/TK			
APPROVED BY:	AMR			



*Aaron M. Reynolds*  
**AARON MICAH REYNOLDS, R.P.L.S.**  
 Registered Professional Land Surveyor  
 Registration No. 6644

**AMERISURVEYORS, L.L.C.**  
 1100 NW Loop 410, Suite 546 San Antonio, Texas 78213  
 Phone: (210) 572-1995 Fax: (210) 572-1993









private parking

26' 7"















December 11, 2020

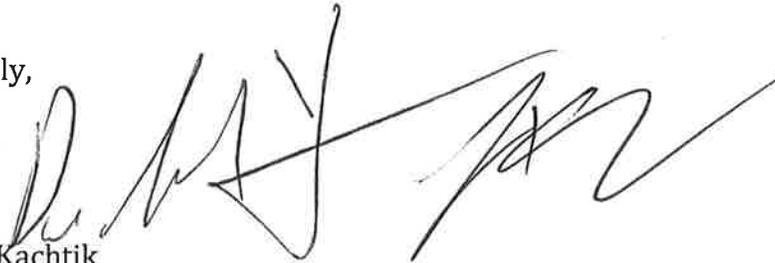
Daniel & Janelle Kachtik  
2909 Ridge Crossing  
Bulverde, TX 78163

To whom it May Concern,

We have known Ms. Book for over 5 years. Being residents of Bulverde, we feel very strongly that property owners have a right to choose what they do with their property, within reason, without interference from the city. We agree that Ms. Book has the right to operate a bed and breakfast/short-term rental on her property. We have personally been inside the tiny house and it is well done and has very nice amenities. She has always been committed to keeping a well maintained, beautiful aesthetic to her property as well as the community of Bulverde Estates, and this tiny home is no exception.

We have no concerns with her being approved for a permit to allow her to use the tiny house on her property as a bed and breakfast or other short term rental.

Sincerely,

A handwritten signature in black ink, appearing to be a cursive representation of the names Daniel and Janelle Kachtik, written over a horizontal line.

Daniel Kachtik  
Janelle Kachtik

December 11, 2020

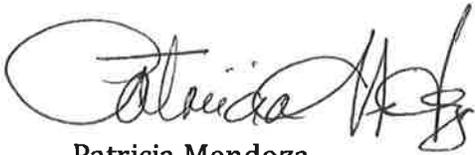
Patricia Mendoza  
2067 Casey Road  
Bulverde, TX 78163

To whom it May Concern,

We have been Ms. Book's closest neighbors for the last 3.5 years. We have also been residents of the City of Bulverde since 2006. She has always been quiet and respectful. We have no concerns with her being approved for a permit to allow her to use the tiny house on her property as a bed and breakfast or other short term rental.

She rescues homeless, stray, and injured dogs and finds them wonderful homes. She has discussed with me that she is using the income from the tiny house to help fund her efforts. It helps pay for vetting, food, and medical supplies for the dogs. If there is anyone that should be approved for this permit, it's Ms. Book.

Sincerely,

A handwritten signature in black ink, appearing to read "Patricia Mendoza". The signature is fluid and cursive, with a large initial "P" and "M".

Patricia Mendoza

December 11, 2020

Mr. & Mrs. Garyn Byrd  
1189 Bulverde Road  
Bulverde, TX 78163

To whom it May Concern,

We have been Ms. Book's neighbors for the last 3.5 years. She has always been a quiet and respectful neighbor. We have no concerns with her being approved for a permit to allow her to use the tiny house on her property as a bed and breakfast or other short term rental.

Sincerely,

A handwritten signature in cursive script, appearing to read "Garyn Byrd". The signature is written in dark ink and is positioned to the right of the word "Sincerely,".

Garyn Byrd

December 10, 2020

Sean Boyer  
2332 Casey Road  
Bulverde, TX 78163

To whom it May Concern,

I am a current resident of Bulverde Estates in the City of Bulverde. I have been lived on this property or 15 years. I have also known the individual requesting the permit, since she moved here 3.5 years ago. I have no problems or concerns with her using the tiny house on her property as a bed and breakfast or other short term rental. She has only the best interest of the city in keeping its hill county aesthetic in mind.

My understanding is that the income made from the rental of the tiny house is used to rehabilitate and save critically injured and other medical needs foster dogs, in order to find them a forever home. To me this is a worthy cause and a justification of her approval for the permit requested.

Sean Boyer

A handwritten signature in cursive script that reads "Sean L Boyer".

12-14-2020

# Texas Hill Country's finest!

★ 4.93 (88) · Superhost · [Bulverde, Texas, United States](#)

[Share](#) [Save](#)



Show all photos

## Tiny house hosted by Roland N Ashley

2 guests · 1 bedroom · 1 bed · 1 bath



Entire home

You'll have the tiny house to yourself.

Enhanced Clean

\$116 / night

★ 4.93 (88)

CHECK-IN  
Add date

CHECKOUT  
Add date

GUESTS  
1 guest



Check availability

★ 4.93 (88 reviews)



- Responsive host
- Helpful host
- Comfortable beds
- Great location
- Easy check-in
- [Show more](#) ▾



**Vikas**  
January 2021

My wife and I went on a much needed break for a night to set goals for the new year. Roland and Ashley were wonderful hosts and even allowed us to check-in early (although we got there past the check-in time). We were very impressed with the great attention to detail that went into this place. The place looks just like in the pictures - sparkling clean and cozy. The only downside for us was the road noise from the passing cars. The hosts are doing a great work by donating proceeds from the stay to take care of and pay for foster dogs' hospital bills.



**Ryan**  
January 2021

Great spot! Cute getaway! Really enjoyed our time out in the country!



**Amber**  
December 2020

Great hosts! Would recommend to family and friends if they're ever in the area!



**Kevin**  
November 2020

10/10 would recommend! Overall, really cool place to stay! Thank you for keeping the place clean during these cautious times!



**Kim**  
November 2020



**Josh**  
November 2020



Joined in August 2016

★ 178 Reviews    Identity verified    Superhost

Response rate: 100%

Response time: within an hour

Airbnb host and infrequent traveler.

Co-hosts



Ashley

Contact host



To protect your payment, never transfer money or communicate outside of the Airbnb website or app.

During your stay

We live next door and are available to assist with your needs immediately

Roland N Ashley is a Superhost

Superhosts are experienced, highly rated hosts who are committed to providing great stays for guests.

Things to know

House rules

- Check-in: 2:00 PM - 9:00 PM
- Checkout: 12:00 PM
- Not suitable for children and infants
- No smoking
- No parties or events
- Pets are allowed
- Long term stays (28 days or more) are allowed

Show all >

Health & safety

- Committed to Airbnb's enhanced cleaning process. [Learn more](#)
- Airbnb's social-distancing and other COVID-19-related guidelines apply
- Carbon monoxide alarm
- Smoke alarm

Show all >

Cancellation policy

Add your trip dates to get the cancellation details for this stay.

[Add dates >](#)

# City Compliance Inspection

Bulverde

Address: 2031 Casey rd  
Builder/Contractor: \_\_\_\_\_

Permit No. 10821/10822

<b>BUILDING</b>	Foundation Framing Insulation Final	<b>PLUMBING</b>	Rough-in Top Out <u>Final</u>	<b>ELECTRICAL</b>	TML / TOPS Rough-in <u>Final</u>
<b>CERT. OF OCCUPANCY</b>		<b>GAS</b>	Rough-in Final	<b>HVAC</b>	Rough-in Final
<b>OTHER</b> _____		<b>SEWER</b>		<b>IRRIGATION</b>	

Results of Inspection

CPS Release: gas \_\_\_\_\_ elec \_\_\_\_\_

Sewer line never inspected, electric trench not inspected  
framing not inspected, paint plumbing vents,  
porch soffit requires hangers, toilet does not  
have proper clearance from wall, can not block  
breaker panel, Arc fault breakers required, no  
smoke ~~cat~~ alarms in building, label all breakers,  
all outlet in laundry to be gfci protected, no insulation inspection done

Approved

Disapproved

Inspector: JAI 3077

Date: 1-26-21



PLANNING AND ZONING COMMISSION ITEM:  
SUP-21-02  
**SPECIAL USE PERMIT**  
300 Heimer-Lange Road

---

**MEETING DATE:** February 11, 2021  
**DEPARTMENT:** Planning & Development  
**PRESENTED BY:** Susana Ramos, AICP, Planning Director

---

**REQUEST:**

Hold a public hearing and consider a request by Glenn Winship for approval of a Special Use Permit for a Recreational Vehicle Park on an approximately 25-acre tract of land at 300 Heimer-Lange Road, generally located near the Northwest corner of US Highway 281 and Heimer-Lange Road.

**APPLICANT:**

Glenn Winship  
3338 Sable Creek  
San Antonio, TX 78259

**PROPERTY INFORMATION:**

Address: 300 Heimer-Lange Road, Spring Branch, TX 78070  
Legal Description: A-153 SUR- 75 S FREECHILD, ACRES 25.0  
Owner: Randall Roessler  
Existing Land Use: Undeveloped  
Existing Zoning: AG, Agricultural District

**NOTICE:**

Public Notice: January 24, 2021  
Personal Notice: January 29, 2021

Staff sent 5 Personal Notices to properties within a 200 feet buffer of the subject property. As of present, Staff received no letters of support and no letters of opposition.

**IN SUPPORT: 0**

**IN OPPOSITION: 0**

---

**SUMMARY:**

The applicant requests a Special Use Permit to operate a Recreational Vehicle Park on an approximately 25-acre tract at 300 Heimer-Lange Road, Spring Branch, TX.

## **PREVIOUS ACTION:**

This property was previously annexed and zoned to its current zoning designation, AG Agricultural, on December 11, 2018 under cases AN-18-05 and ZC-18-08.

## **ANALYSIS:**

Per Section 14.01.019(c) of the Code of Ordinances: *Any use which is not contrary to city, county, state or federal laws and which is not listed as an allowed use in the zoning ordinance shall hereby be deemed a special use permit use which may be requested in any district and subject to the provisions of this article.* In this case, a Recreational Vehicle (RV) Park is not listed as a permitted use in the City's zoning ordinance. Therefore, a special use permit will be required for an RV Park.

As shown in the attached conceptual site plan, the proposed RV Park will include 152 (35' x 80') RV pad sites that connect to asphalt roads. Both, a primary access road and a service path for emergency access to the site are proposed off of Heimer-Lange Road. Amenities proposed for the RV Park consist of an 1,800-square-foot laundromat and bath house, a 1,200-square-foot outdoor pavilion with barbeque pits, a 2,400-square-foot front office, and a fenced dog park and nature trail. The applicant also mentions future amenities (i.e. exercise room, pickle ball courts, fishing tank, etc.) in his written statement that are not shown in the site plan.

Approximately 7.5 acres of the property is within the 100-year floodplain. Under Chapter 17, Section 17.07.003(a) of the Bulverde Code of Ordinances, a riparian buffer is defined as: *The area 60 feet on either side of the centerline of any watercourse within the city limits and the ETJ that drains greater than 25 acres.* While some RV pad sites and the primary entrance to the property are shown to be within the floodplain, no proposed structures or improvements are shown to encroach the riparian buffer.

In any event, recreational vehicles placed within the floodplain will need to comply with Article 3.07 of the Code of Ordinances, related to flood damage prevention. In Section 3.07.006(b)(5) of the Code, recreational vehicles within the floodplain are required to either: *(i) be on the site fewer than 180 consecutive days; (ii) be fully licensed and ready for highway use; or (iii) meet the permit requirements of Section 3.07.005(c)(1) and the elevation and anchoring requirements for manufactured homes in subsection (b)(4) of this section...*

The proposed RV Park will need to comply with the zoning district regulations in Article 14.03 of the Code for an AG Agricultural District, which pertains to setbacks, lot coverage, and parking requirements. Nonresidential uses in an AG Agricultural District, such as the proposed RV Park, will also need to comply with the building height and landscaping requirements of the C-1 Commercial District per Section 14.03.002(e)(1) of the Code. In addition to a 10-foot wide landscape buffer, *one landscape island for each 10 parking spaces within the parking area* will need to be provided per Section 14.03.008(c) of the Code.

The applicant is aware the property is not platted and that a plat must be submitted subsequent to the approval of this request for a special use permit. A plat submittal requires necessary studies outlined in Chapter 10 (Subdivision Ordinance) of the Code of Ordinances, such as a Traffic

Impact Analysis, Drainage Analysis, TCEQ/Edwards Aquifer letters, as well as the approval of other agencies and entities having jurisdiction.

**STAFF RECOMMENDATION:**

Staff typically does not make a recommendation to the Planning and Zoning Commission or City Council, but respectfully requests that the following conditions be added if the request is granted:

1. All plat and permit applications submitted for this property are subject to the requirements of the Code.
2. The proposed RV Park must provide, at a minimum, for each RV pad site an electrical outlet and the required hook-up apparatuses to connect to a water supply and sanitary sewer system.
3. No recreational vehicle can be placed within the proposed RV Park unless a designated pad site with the appropriate utility connections, is available for occupancy.
4. Recreational vehicles must be placed on a designated asphalt RV pad site and in such a manner that there will not be less than 15 feet of separation between recreational vehicles on adjacent pad sites.
5. No more than one recreational vehicle can occupy a designated RV pad site.
6. No permanent addition or structure can be built onto or become a part of any recreational vehicle in the proposed RV Park.
7. No vehicle, building, or structure within the proposed RV Park shall be in violation of any laws or codes related to noise, nuisances, junked or abandoned vehicles, or otherwise have a negative effect on the health, safety, or welfare of the public or surrounding properties.
8. No other special uses are allowed under this special use permit.

**CONSIDERATIONS FOR EVALUATION:**

City Code provides direction to the Planning and Zoning Commission and the City Council regarding the procedures and considerations involved in potentially granting any Special Use Permit. More specifically, Section 14.01.019(d) of the Code of Ordinances states:

*“Every special use permit granted under the provisions of this article shall be considered as an amendment to the zoning ordinance and zoning map as applicable to such property, and shall be adopted as a separate ordinance. In granting such permit, the city council may impose such conditions as may be necessary to promote and protect the public health, safety, order, morals, convenience, prosperity and general welfare. Said conditions shall be complied with by the grantee before a certificate of occupancy may be issued...”*

**ATTACHMENTS:**

- A. Application
- B. Statement of Purpose
- C. Conceptual Site Plan
- D. Landscape Buffer Plan
- E. Additional Exhibits



# Application for Special Use Permit (SUP)

30360 Cougar Bend, Bulverde, TX 78163  
Telephone: 830-438-3612 - Fax: 830-438-4339  
[www.ci.bulverde.tx.us](http://www.ci.bulverde.tx.us)

Date: 12-15-2020

Case No. \_\_\_\_\_

### Applicant Information:

GLENN D. WINSHIP 210 410 8283  
Name Phone Fax  
3338 SABLE CRK, SAN ANTONIO, TX 78259 glennwinship@gmail.com  
Address Email

### Property Owner Information:

RANDALL ROESSLER 512 947 9274  
Name Phone Fax  
300 HEIMER-LANGE RD, SPRING BRANCH TX 78070 Randallroessler@gmail.com  
Address Email

*\* If property owner is not the applicant, a letter of authorization from the owner is required with application submittal.*

### Property Identification:

Street Address: 300 HEIMER-LANGE RD SPRING BRANCH TX 78070  
Legal Description: A-153 SUR-75 S FREECHILD, ACRES 25.0  
Use Requested: RECREATIONAL VENUE PARK

### The Following Must Be Submitted with Application:

1. A written statement describing the purpose and specific conditions of the request.
2. A site plan meeting the following minimum specifications:
  - a. Drawn to scale; indicating applicable buildings with approximate square footages and proposed uses.
  - b. Site ingress and egress, including interior traffic circulation patterns and parking/loading areas
  - c. Location and uses of existing buildings within 200 feet (may be shown on separate plan/aerial photograph)
  - d. The 100-year floodplain if present on the property
3. A landscape/buffering plan meeting the following minimum specifications:
  - a. Drawn to scale; indicating proposed landscaping, including the size, species and locations.
  - b. Other visual screening methods and their design, such as fences

*\* Other items, including, but not limited to architectural renderings, traffic impact studies and noise studies may be requested. In addition, the Planning and Zoning Commission and City Council may request additional information by majority vote to render an informed decision.*

The undersigned agrees to pay the **non-refundable** application fee and any other applicable fees as outlined in the Fee Schedule and agrees to pay fees for any additional review requiring consultation with City Consultants, including involvement of a contract engineer in a predevelopment conference. To the extent possible, City Staff will provide the Owner/Applicant with an estimate of fees should outside consultation be required. The undersigned also acknowledges the City Staff may require additional appropriate information be submitted to aid in the review.

Signature of Owner/Applicant

12-15-2020  
Date

**Fees:**  
**Special Use Permit Review Fee - \$750.00**

December 15<sup>th</sup>, 2020

City of Bulverde  
Planning and Zoning Commission  
30360 Cougar Bend, Bulverde, TX 78163

SUBJECT: 300 HEIMER-LANGE ROAD - SPECIAL USE PERMIT APPLICATION

To Whom It May Concern:

I, Randall A. Roessler, hereby authorize Glenn Winship to apply for a Special Use Permit for my property at 300 Heimer-Lange Rd in Spring Branch, TX. The subject property is legally described as "A-153 SUR-75 S Freechild, Acres 25.0" and identified as property ID 74805 by Comal county appraisal district.

I understand the Special Use Permit is to develop a recreation vehicle park.

Thank you for your consideration.

Respectfully Submitted,

*Randall A Roessler*  
Randall A Roessler

Date

*12/29/20*

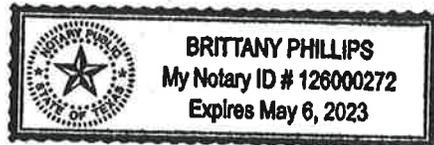
*State of Texas  
County of Comal*

Notary Public

Date

*12/29/2020*

*Brittany Phillips*



December 15<sup>th</sup>, 2020

City of Bulverde  
Planning and Zoning Commission  
30360 Cougar Bend, Bulverde, TX 78163

SUBJECT: 300 HEIMER-LANGE ROAD - SPECIAL USE PERMIT APPLICATION

To Whom It May Concern:

I, Glenn Winship, hereby request a special use permit to construct and operate indefinitely a recreational vehicle resort on the 25 acres located at 300 Heimer-Lange Rd, Spring Branch, TX 78070.

As the owner of the Wagon Wheel RV Park located at 4880 US Hwy 281 N in Bulverde, I know firsthand of the strong demand for a high-end luxury RV park with first class amenities, spacious sites to accommodate today's much larger RVs, and professional management. By designing hard-topped roads and oversized RV pad sites around the natural beauty of the Texas hill country while maintaining most native trees, I intend to create the best RV park experience in the hill country and San Antonio and surrounding areas for tenants that will include:

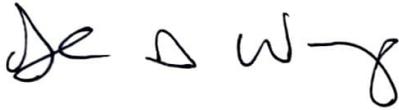
- Professionals like traveling nurses, engineers, project managers and construction workers who need short term housing in proximity to their temporary work locations.
- New/existing residents in the Bulverde area who need temporary housing while they build or look for their next houses.
- Winter Texans who enjoy spending several months in the warm Texas hill country each year
- Military personnel with families seeking short term housing in a quality school district.
- Retirees and grandparents visiting their families in the Bulverde area or just seeking new experiences in different parts of the country.
- Young professionals seeking an affordable and flexible housing option while they save up for permanent housing options.
- Adventurous tourists seeking to explore the country via RVs which is becoming an increasingly more popular way to vacation as a family.

The planned park amenities will include asphalt roads and pad sites that are almost double the size of the average competitors' sites, fiber optic supported Wi-Fi, professional laundry mat, secure mail room with individual keyed mailboxes, security camera system, bath house appointed with first class finish-outs, fenced dog park, and outdoor pavilion with barbeque grill/smoker and picnic tables to encourage community interaction. Additional future amenities potentially include a meeting room with access to public computers and printers, nature trails, exercise room, pickle ball courts and stocked fishing tank at the center of the park.

In summary, I know this project will fill a major demand in the market that currently is not supported by the existing, older parks in the area. Additionally, because of the economies of scale of operating two RV parks in the Bulverde area, I will be able to invest much more into improving the quality and appearance of BOTH parks including catching up on deferred maintenance and building a new and improved sign at Wagon Wheel RV park on Hwy 281. Lastly, by providing additional 150 short term

housing options for potential residents in 2021, I believe this project will immediately positively impact the sales tax base for the City of Bulverde in 2021 in addition to the obvious increase to property tax revenue due to the new construction. With all these factors in mind, I humbly request your approval for the attached special use permit.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Glenn D. Winship". The signature is written in a cursive style with a long horizontal stroke at the end.

Glenn D. Winship

RV PARK NEXT DOOR - - - - ->

**STARGAZER  
RV RESORT**  
152+- RV Sites  
35' x 80' Site/Yard  
Asphalt Roads/Pads



300 Heimer Lange Rd

**FLOOD PLAIN**

Google Earth

December 15<sup>th</sup>, 2020

City of Bulverde  
Planning and Zoning Commission  
30360 Cougar Bend, Bulverde, TX 78163

SUBJECT: 300 HEIMER-LANGE ROAD – LANDSCAPE BUFFER

To Whom It May Concern:

Every effort will be made to maintain the majority of the existing native trees of all species during construction including efforts to modify the layout and potentially eliminate up to 10%-15% of the RV Sites in order to save protected trees. We will also utilize all large native boulders uncovered during construction to supplement the landscaping buffer around the entrance, primary driveway and office areas and throughout the park if possible.

Additionally, we will incorporate the following in the landscape buffer around the office and parking:

- 4 – 3" Texas Mountain Laurels Trees at the parking area at the office with jasmine ivy ground cover under the trees. (2 mountain laurels at each end)
- 2 – Crate Myrtle Trees in front of office on either side of walkway
- 3 – Crate Myrtle Trees behind sign
- 20 – Boxwood shrubs (or combination of similar shrubs/plants) along front of office to cover foundation.

Additionally, the landscaping buffer will be supplemented with Iris, native, drought tolerant wispy grasses, lantana, verbena, society garlic and other ornamental plants to provide additional buffer and color.

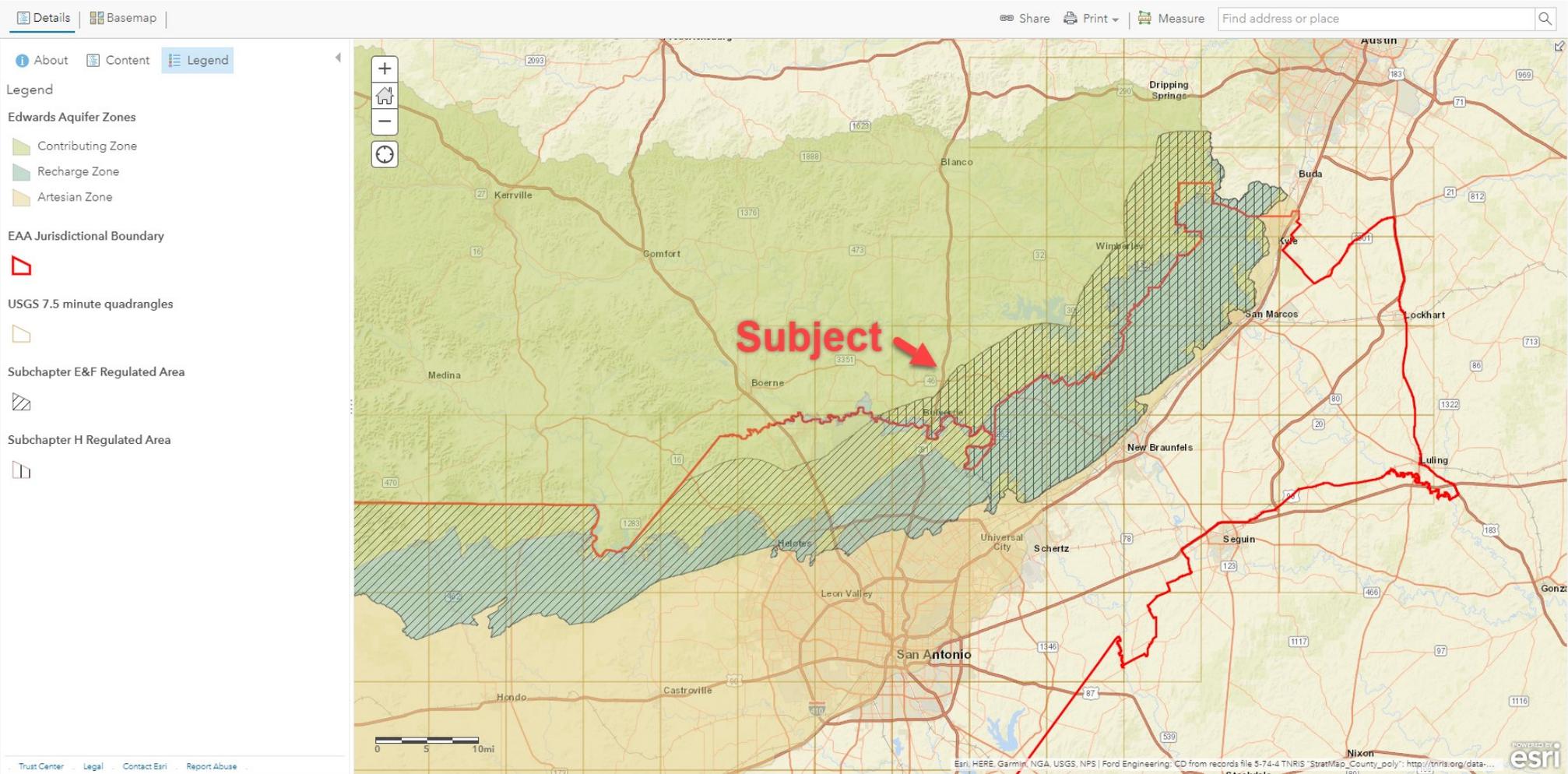
For the parking areas by the laundry room and pavilion, we anticipate being able to use existing native trees, but if not, we will supplement with a similar mix of trees and shrubs as identified for the office area.

Respectfully Submitted,

  
Glenn D. Winship

ArcGIS EAA Subchapter 713 Regulated Zones

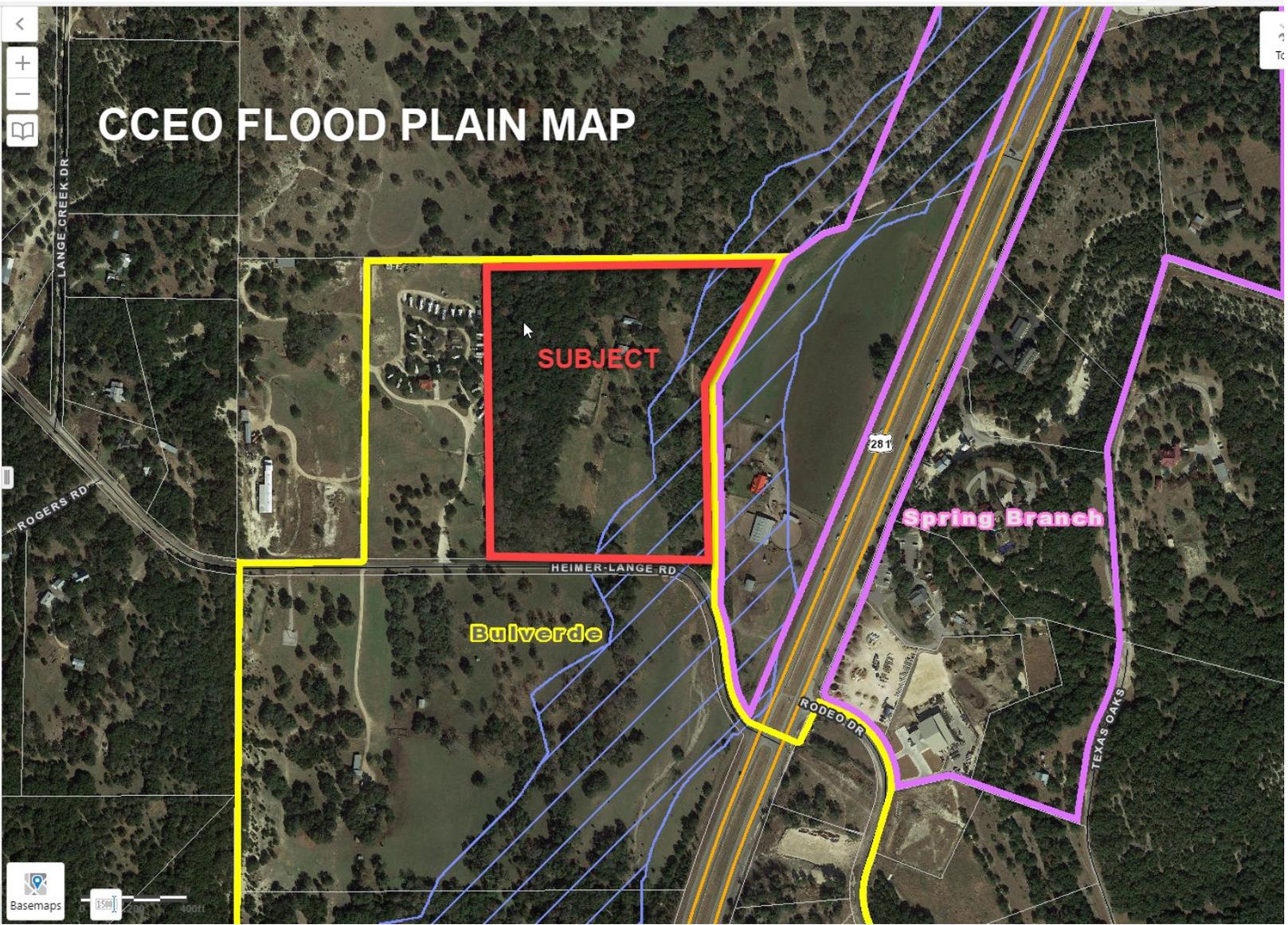
Modify Map Sign In



Layers

Filter Layers...  Filter

- FEMA Floodplain 100 Yr
- Permits Base Map
- Permits
- Building Footprint Basemap
- 2019 Imagery
- Historical Imagery
- USGS Topo Map



Ruler

Line Path Polygon Circle 3D path 3D polygon

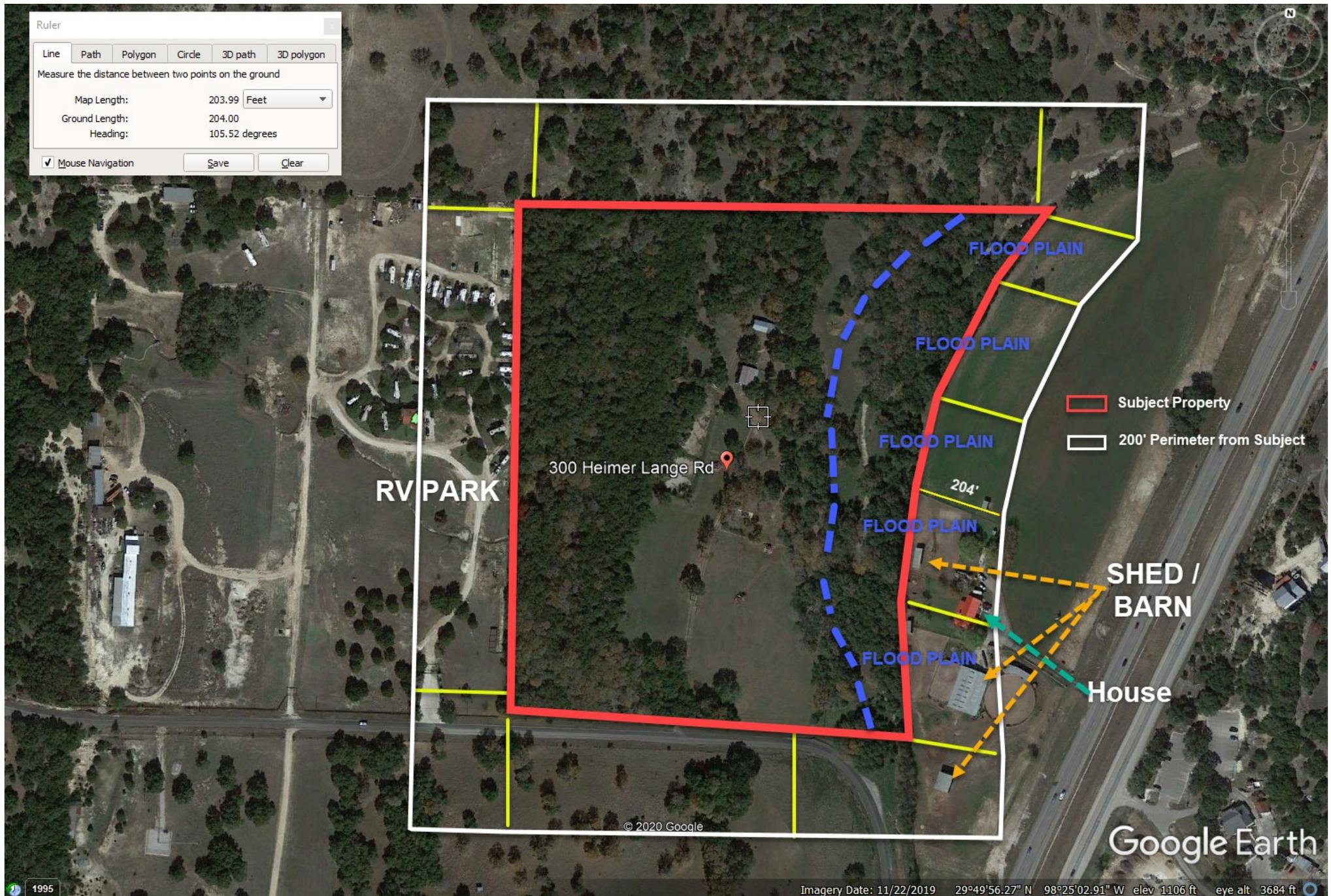
Measure the distance between two points on the ground

Map Length: 203.99 Feet

Ground Length: 204.00

Heading: 105.52 degrees

Mouse Navigation Save Clear



RV PARK

300 Heimer Lange Rd

FLOOD PLAIN

FLOOD PLAIN

FLOOD PLAIN

204'

FLOOD PLAIN

FLOOD PLAIN

- Subject Property
- 200' Perimeter from Subject

SHED / BARN

House

© 2020 Google

Google Earth