AGENDA
CITY OF FREDERICKSBURG
PLANNING & ZONING COMMISSION
Wednesday, August 6, 2014
5:30 P.M.
LAW ENFORCEMENT CENTER, 1601 E. MAIN ST.

		PAGE REF.
1.	Call to Order	
2.	Approve minutes from the July 2014 Regular Meeting	*Pp 1 - 3*
SITE PLANS		
3.	SP-1419 - Consider a site plan for an Administrative Office at 515 FM 2093	*Pp 4 - 9*
DISCUSSIONS		
4.	Zoning along 290 East - Annexation	*Pp 10 - 15*
5.	Comprehensive Plan Issues Update	*Pg 16*

ADJOURN

STATE OF TEXAS
COUNTY OF GILLESPIE
CITY OF FREDERICKSBURG

PLANNING & ZONING COMMISSION
July 9, 2014
5:30 P.M.

On this the 9th day of July, 2014 the PLANNING AND ZONING COMMISSION convened in special session at the Law Enforcement Center with the following members present to constitute a quorum:

JANICE MENKING - Chair
TODD WILLINGHAM
BRENDA SEGNER
CHARLIE KIEHNE
BILL PIPKIN

ABSENT: STEVE THOMAS
CHRIS KAISER
DARYL WHITWORTH

ALSO PRESENT: BRIAN JORDAN - Director of Development Services
TAMMIE LOTH - Development Coordinator

Janice Menking called the meeting to order at 5:30 P.M.

SITE PLANS

SP-1415 - CONSIDER A SITE PLAN FOR PEDERNALES BUSINESS CENTER AT 565 FM 2093 - Marty and Kayla Vaughn, owners of the property, presented the application. Mr. Vaughn noted they would like to construct a multi-use warehouse and office space building.

STAFF COMMENTS

Brian Jordan, Director of Development Services, noted the property is approximately two acres in size and located in front of Tivydale Business Park. Mr. Jordan stated the applicant is proposing a 24,000 square foot, single story building. Mr. Jordan commented the applicants are proposing their own driveway in the center of the property and a loop around the building that will serve as a fire lane. Mr. Jordan added a small detention pond is proposed on the rear of the site. Mr. Jordan commented the proposed use and setbacks meet the requirements of the zoning district and added TXDOT has approved the drive location. Mr. Jordan stated the building has not yet been designed and the exact uses are not known, but the parking is based on warehouse/office type uses and if those change additional parking may be needed. Mr. Jordan noted a sidewalk is proposed along the highway on private property because TXDOT will not allow it in their right-of-way.

Mr. Jordan noted Staff recommendation of approval with the following conditions:

1. Landscape plan be approved by staff before issuance of a Building Permit.
2. Site lighting being shielded and screened from adjoining properties.

3. Approval of Construction Plans for grading, drainage and utilities prior to issuance of a Building Permit.

Bill Pipkin asked if the owners knew how many units will be in the building and Mr. Vaughn noted that will depend on the amount of space the tenants require.

Charlie Kiehne moved to approve SP-1415 with the conditions set forth by Staff. Todd Willingham seconded the motion. All voted in favor and the motion carried.

MINUTES

Charlie Kiehne moved to approve the minutes from the June, 2014 meeting. Brenda Segner seconded the motion. All voted in favor and the motion carried.

DISCUSSIONS

POSSIBLE AMENDMENT TO CONDITIONAL USE PERMIT GRANTED FOR 406 AND 412 E. MAIN STREET - Brian Jordan, Director of Development Services, stated the developer of the project at 406 and 412 E. Main has been working with FEMA and his engineer to get the bridge structure designed and that has become more problematic than anticipated. Mr. Jordan explained an amendment will have to be made to the flood plain map to construct the bridge, which he noted is not a justification on it's own to change the entrance to the property, but explained Mr. Scott has purchased the property on the corner of Washington and Austin and is considering re-aligning the drive that was going out onto Austin Street to go out onto Washington Street through this property. Mr. Jordan distributed drawings showing the two different entrances and explained if the drive is allowed off Washington Street, the bridge across the creek could be significantly reduced in size. Mr. Jordan further explained the proposed drive location is close to the existing drive on the corner property and stated City Staff brought up several concerns during discussions with Mr. Scott. One concern noted was how a drive for this size project would impact the bed and breakfast on the corner, which is the most popular bed and breakfast in Texas. Mr. Scott responded to Staff's concern by saying there would be landscaping and screening installed between the driveway and the Inn on the Creek to protect the B&B and the parking would be repositioned behind the unit. Mr. Jordan noted other issues discussed were the fact that there is parking on both sides of Washington Street, Washington Street is a narrow road and there are cars that back up now between Main and Austin. Mr. Jordan commented City Staff directed Mr. Scott to have a traffic study done to determine the impact on the intersections. Members of the Commission noted there is also a lot of pedestrian traffic on Washington Street that needs to be taken into consideration. Brenda Segner commented there probably won't be constant in and out traffic, except when patrons are leaving on Sunday. Mr. Jordan noted the peak traffic times should be addressed with the traffic study. Members of the Commission expressed several concerns with the proposal which included:

1) Proposed entrance is very close to intersection at Austin Street
2) Traffic congestion / vehicle back-up
3) No turn lane on Washington
4) Parking on both sides of Washington Street
5) Pedestrian traffic

Charlie Kiehne added the anticipated traffic can not be calculated from only the hotel since there will also be retail and restaurant uses.

Mr. Jordan commented he would let the owners know the Commission has concerns about allowing the access off Washington Street and they need some solid proof the proposed entrance will function well without causing more congestion problems on Washington and Austin Streets.

JOINT MEETING WITH CITY COUNCIL ON COMPREHENSIVE PLAN ISSUES UPDATE - Brian Jordan, Director of Development Services, noted City Staff spent several hours with the consultants, the technical advisory committee and the citizens advisory committee where the consultants presented a draft of the plan. Mr. Jordan noted that draft will be presented to the City Council and Planning and Zoning Commission on July 21st at 5:00 and asked the members to attend the joint workshop.

ADJOURN

With nothing further to come before the Commission, Charlie Kiehne moved to adjourn. Bill Pipkin seconded the motion. All voted in favor and the meeting was adjourned at 6:06 p.m.

PASSED AND APPROVED this 6th day of August, 2014.

SHELLEY BRITTON, Secretary

JANICE MENKING, Chairman

SITE PLAN
BACKGROUND INFORMATION
August, 2014

File Number:	SP 1419.
Address/Location:	515 FM 2093
Applicant:	Gillespie County Appraisal District, David Oehler – Chief Appraiser.
Proposed Use:	Administrative Offices
Site Area:	Approximately 2.18 acres (95,033 square feet)
Zoning:	M-2, Medium Manufacturing
Adjacent Land Uses/Zoning:	
North:	Commercial, zoned M-2
South:	Fair Grounds property, zoned PF
East:	Commercial Storage facility, zoned M-2
West:	Vacant land and commercial storage, zoned M-2
Building:	Single building with approximately 6,168 square feet
Building Coverage:	6% (75% maximum permitted)
Impervious Coverage:	31% (85% maximum permitted)
Building Height:	Single-story.
Site Access:	Single drive on FM 2093 located on the west side of the property. This drive will provide access to the property to the rear of this site owned by the Gillespie County Fair Association.
Parking Required:	16 spaces based on 1 space per 400 square feet.
Parking Provided:	37 spaces provided, including the appropriate handicap spaces.
Sidewalk:	A sidewalk is proposed along Friendship Lane within a pedestrian easement.
Screening Required:	Around the Trash Dumpster (noted on the plan).
Tree Preservation:	No trees on site.

Lighting:	Exterior lighting will be shielded from adjoining properties.
Drainage/Detention:	A detention pond is proposed on the east side of the building. Final design will be subject to construction plan approval.
P&Z Action:	Final approval
Recommendation:	Approval
Conditions:	1) Landscape plan be approved by staff before issuance of a building permit. 2) Site lighting being shielded and screened from adjoining properties. 3) Approval of Construction Plans for grading, drainage and utilities prior to issuance of a building permit. 4) Property being replatted prior to issuance of a building permit.

RECEIVED
JUL 07 2014

CASE NUMBER Z-1408

DATE_____

APPLICATION FOR CONDITIONAL USE PERMIT

Prior to submittal a pre-application meeting must be held with the Planning and Engineering Depts

APPLICATION IS HEREBY MADE TO THE PLANNING & ZONING COMMISSION AND THE CITY COUNCIL TO GRANT A CONDITIONAL USE PERMIT IN THE ZONING DISTRICT OF THE CITY OF FREDERICKSBURG AS HEREIN SET FORTH:

CONDITIONAL USE PERMIT - $200.00

1. **APPLICANT:** Gillespie County Appraisal District (David D. Oehler- Cheif Apprasier)
2. **ADDRESS:** 101 West Main Street #11, Fredericksburg, TX 78624
3. **PHONE NUMBER:** 830-997-9807 **FAX NUMBER:** 830-990-0860
4. **EMAIL ADDRESS:** david@gillcad.org
5. **OWNER (if different from applicant):**_____
6. **ADDRESS:** _____
7. **PHONE NUMBER:** _____ **FAX NUMBER:** _____
8. **EMAIL ADDRESS:** _____
9. **DESCRIPTION OF PROPERTY INVOLVED IN THIS REQUEST:**

   ADDRESS: 515 FM 2093, Fredericksburg, TX 78624

   LEGAL DESCRIPTION: Tract 1AR of Alfred and Olivia Weirich Subdivision

   LOT SIZE: 400' x 238' **LOT AREA:** 2.18 acres
10. **EXISTING ZONING:** PF- Public Facilities DISTRICT
11. **CONDITIONAL USE PERMIT:** Admisitrative Office with Drive Thru USE CLASSIFICATION IN THE PF- Public Facilities ZONING DISTRICT.

12. **INFORMATION TO BE PROVIDED BY THE APPLICANT:**

A. A statement describing the nature and operating characteristics of the proposed use, including any data pertinent to the findings required for approval of the application. For uses involving public assembly or industrial processing, or uses potentially generating high volumes of vehicular traffic, the Director of Development Services may require specific information relative to the anticipated peak loads and peak use periods, relative to industrial standards, or substantiating the adequacy of proposed parking , loading, and circulation facilities.

See Attachment A

(attach additional sheet if necessary)

B. Seven (7) copies of a site plan (24 x 36 inches) and 1 copy of a reduced site plan (11 x 17 inches) showing preliminary building elevations, preliminary improvement plans, and such additional maps and drawings all sufficiently dimensioned as required to illustrate the following:

1. The date, scale, north point, title, name of owner, and the name of the person preparing the site plan.

2. The location and dimensions of boundary lines, with distances and bearings, easements, and required yards and setbacks, water courses, drainage features and location and size of existing and proposed streets and alleys, and the 100 year flood plain.

3. The location, height, bulk, general appearance ,and intended use of existing and proposed buildings on the site, and the approximate location of existing buildings on abutting sites within 50 feet.

4. The location of existing and proposed site improvements including parking and loading areas, pedestrian and vehicular access, landscaped areas, utility or service areas, fencing and screening, signs and lighting.

5. The location of water courses and drainage features.

6. The number of existing and proposed off-street parking and loading spaces, and a calculation of applicable minimum requirements.

7. For sites with an average slope greater than ten (10%) percent, a plan showing existing and proposed topography and grading and proposed erosion control measures.

8. The relationship of the site and the proposed use to surrounding uses, including pedestrian and vehicular circulation, current use of nearby parcels, and any proposed off-site improvements to be made.

13. **SIGNATURE OF APPLICANT:** _____

NOTE: If the applicant is not the legal owner of the property, signed statement by the owner that the applicant is the authorized agent of the owner of the property, or the signature of the owner below, is required.

SIGNATURE OF OWNER: _____

DATE: 7/3/2014

FEE PAID: $200.00

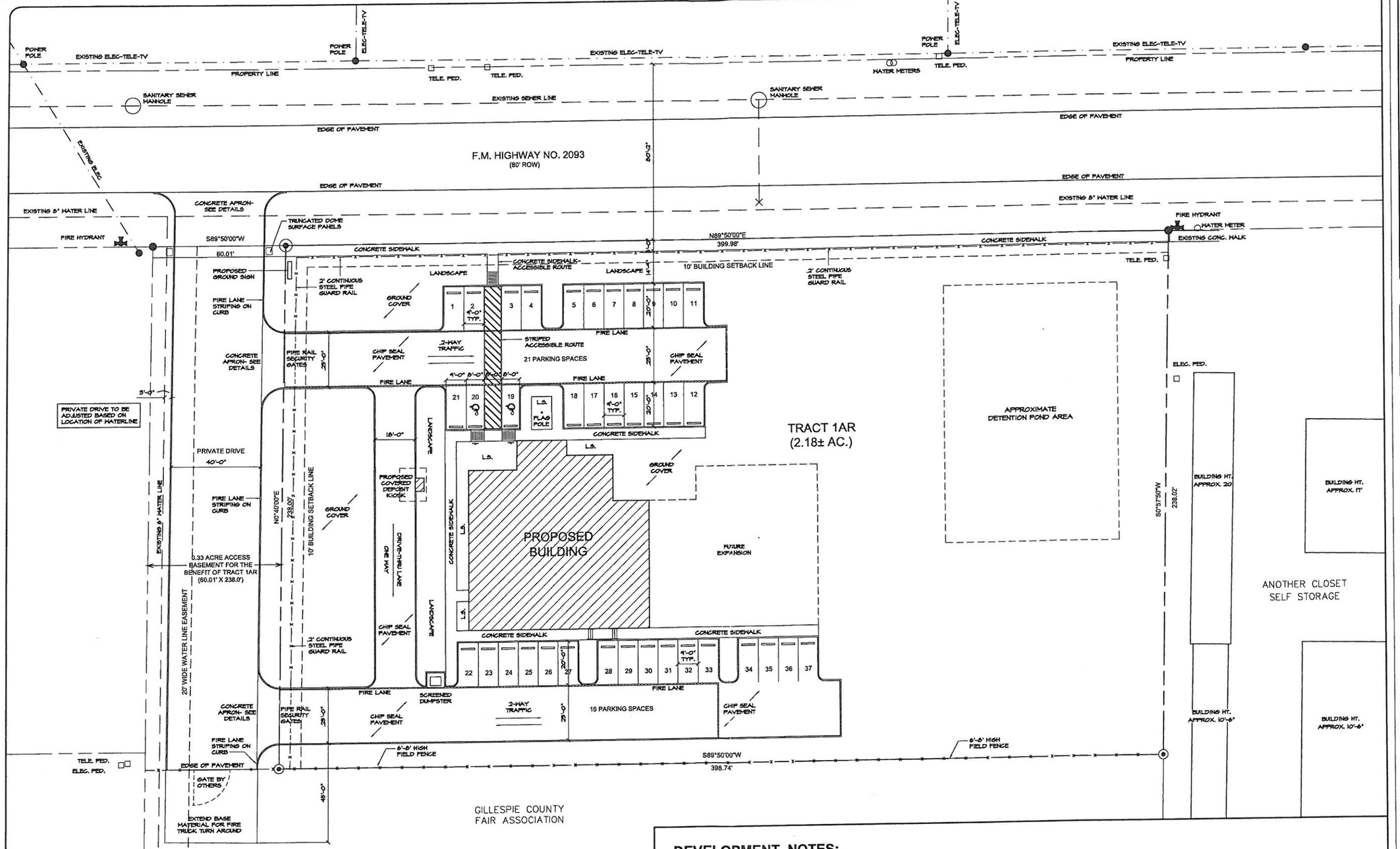
TITLE SEARCH: Title Policy Attached
(Date)

14. **CONSENT OF LIENHOLDER:** _____
(SIGNATURE)

NOTE: If this property is encumbered by lien, consent of the lienholder is required.

15. List of property owners within 200 feet. (provided by City)

16. Return completed application to: Tammie Loth, City of Fredericksburg, 126 W. Main St., Fredericksburg, Texas 78624.



ARCHITECTURAL SITE PLAN 1" = 20'

8

RECEIVED
JUL 30 2014

DEVELOPMENT NOTES:

COMMERCIAL ZONING

PROPERTY ZONED PF- PUBLIC FACILITIES. BUILDING SET BACKS FOLLOWS:

10' MIN. FRONT YARD SETBACK (SAME AS ADJACENT M-2 PROPERTY)
10' MIN. STREET SIDE YARD SETBACK (SAME AS ADJACENT M-2 PROPERTY)
0' MIN. INTERIOR SIDE YARD SETBACK
0' MIN. REAR YARD SETBACK

PROPOSED IMPERVIOUS COVERAGE

TOTAL SITE AREA = 95,055 S.F. (2.18 ACRES)
IMPERVIOUS COVER = 24,610 S.F. (51%) *
MAX ALLOWED = 85%.
BUILDING COVERAGE= 6,094 S.F. (6%)
MAX ALLOWED= 75%

* BUILDING COVERAGE INCLUDED IN TOTAL IMPERVIOUS COVERAGE CALCULATION.

SITE DRAINAGE

EXSTING SITE SLOPES TOWARDS THE NORTH EAST CORNER OF THE PROPERTY. SITE DEVELOPMENT WILL INCLUDE A PROPOSED DETENTION POND IN THIS CORNER (SEE PLAN). GRADING AND DRAINAGE PLANS AND CALCULATIONS WILL BE INCLUDED IN FINAL CONSTRUCTION DOCUMENTS.

PROPOSED ON-SITE PARKING

ADMINISTRATIVE AND BUSINESS OFFICES: 1 SPACE PER 400 S.F. 6168 S.F. / 400 S.F. = 16 SPACES

TOTAL SPACES REQUIRED: 16 SPACES
TOTAL SPACES PROVIDED: 57 SPACES

BUILDING INFORMATION

OFFICE: GROSS AREA 6168 S.F.
AVG. BLDG. HEIGHT 18'-6" (1 STORY)*

* BUILDING HEIGHT FROM FINISH FLOOR ELEVATION TO MID POINT OF PITCHED ROOF

SITE LIGHTING AND SIGNAGE

PARKING LOT WILL BY ILLUMINATED BY POLE MOUNTED SECURITY LIGHTING. SIGNAGE AT ENTRY DRIVE WILL BE ILLUMINATED BY GROUND MOUNTED FLOOD LIGHT.

LANDSCAPING

PROPOSED LANDSCAPING WILL BE SHOWN ON LANDSCAPE PLAN TO BE INCLUDED WITH FINAL CONSTRUCTION DOCUMENTS.

STEHLING·KLEIN·THOMAS·ARCHITECTS, P.L.L.C.
STEVE THOMAS, AIA - PROJECT ARCHITECT
300 C WEST MAIN STREET FREDERICKSBURG, TEXAS 78624
PHONE: 830-997-0383 FAX: 830-990-9272

PRELIMINARY
THESE DOCUMENTS ARE FOR INTERIM REVIEW AND ARE NOT INTENDED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.
STEVEN N. THOMAS, AIA
PROJECT ARCHITECT
NUMBER 13710

NEW FACILITY FOR GILLESPIE CENTRAL APPRAISAL DISTRICT

FREDERICKSBURG, TEXAS 78624

DATE	7-25-14
PROJECT NUMBER	14-01
REVISION	
	REVISED 7-30-14

ARCHITECTURAL SITE PLAN FOR C.I.P.

A-1

SP-1419
N
KERR RD.
TIVYDALE RD. (FM 2093)
FAIR DR.
BUSINESS CT
AIRPORT RD.

Date: August 1, 2014

To: Planning and Zoning Commission

From: Brian Jordan, AICP Director of Development Services

Subject: US Highway 290 East Zoning Discussion

The City Council will be holding public hearings to consider annexation of approximately 145 acres of land on Highway 290 East, basically from the existing City Limits out to Morales-Duecker Road (see attached map). The hearings are scheduled for August 4 and 18, 2014. A decision on the annexation will likely not happen before October or November. Part of the final annexation will be the zoning of the property being considered. The Planning and Zoning Commission will be making a recommendation to the City Council on the zoning.

A copy of the Land Use Plan from the 2006 Comprehensive Plan is attached. The plan basically shows the area fronting on the highway to be part of a Mixed Use Corridor, and rural residential beyond. I have included a description of both land uses from the plan. Since we do not have a Mixed Use Zoning District, we will need to discuss the proper zoning.

The purpose of this item being on the agenda is to discuss the future zoning, with the intent of making a recommendation at the meeting in Septmember.

The City of Fredericksburg
126 W. Main St. • Fredericksburg, Texas 78624-3708 • (830) 997-7521 • Fax (830) 997-1861

1. Summary of Land Use Categories

Land uses have been recommended based on the land use concepts described above and on four factors for designation of particular areas: 1) recognizing existing land uses, 2) ensuring compatibility among adjacent uses, 3) maximizing appropriate non-residential land uses, and 4) creating an overall balanced land use pattern. Knowledge of the recommended future use of the land can help the City apply its zoning regulations accordingly. This knowledge can also help the City ensure that there are adequate public facilities available, such as water, wastewater, police protection, and park facilities. The following sections outline the various types of land uses that will help provide a positive land use pattern in Fredericksburg as the City grows in geographic size and population. The land use categories used in this plan are summarized in Figure 5 and described in more detail below.

2. Description of Land Use Categories

a) Rural and Agricultural Development

Rural and agricultural development is planned for much of Fredericksburg's ETJ. This land use category is intended to support the continuing operation of an important part of the area's history and economy – its farms, ranches and agricultural businesses. This designation includes land in active farming or ranching use; it is also appropriate for businesses that are based on agricultural products and that may involve production or tourism. Wineries, 'pick your own' orchards, and seed farms are some examples of these related businesses. Rural areas may include homes on large lots. They could be appropriate for lodges, resorts, and some other hospitality uses. These uses do not require connections to city water or sewer systems and they are not developed at an intensity that generates a significant amount of traffic.

b) Park and Open Space

This land use designation is used to identify all public parks and open spaces within Fredericksburg. A community's park system is essential to a high quality of life. The City has recognized this not only through its allocation of significant park areas, but also by the fact that a *Park Master Plan* for Fredericksburg has been incorporated as an element of this Comprehensive Plan. The Park Element addresses specific future park locations, local park and open space needs, and other recreation-related issues, as well as funding mechanisms. It is intended to help Fredericksburg meet the park and recreation needs of its citizens as it continues to grow.

In addition to neighborhood- and community-serving parks, which provide similar facilities at locations throughout the community, Fredericksburg is fortunate to have a number of important parks that are regionally significant. These parks are included among the city's important destinations. They are also indicated with this designation on the Future Land Use Map.

c) Public and Semi-Public Institutions

This land use designation reflects uses that are educational, governmental, civic or institutional in nature. Public/semi-public uses are generally permitted within any area; therefore, the areas shown on the Future

Land Use Map include the related uses that are currently in existence. Places of worship identified in the Existing Land Use Inventory are shown on this map.

Over time, there will be a need for additional public uses as the population grows and the city's area expands. The City should consider the needs for new public facility sites as part of planning for annexation and service to developing areas that are now in the ETJ. Such sites could include locations for schools, police, fire or recreational facilities.

d) Low Density Residential

This use is representative of traditional, single-family detached dwelling units. Low density residential accounts for the largest percentage of residential development in Fredericksburg today and will continue to do so with the development shown on this "Future Land Use Map". The areas designated for low density residential land use are generally not adjacent to major thoroughfares or incompatible land uses, and are in proximity to existing single-family residential land use. Within these areas, the City should encourage a range of lot sizes and housing types in order to promote increased housing diversity and affordability. For this reason, several single-family zoning districts with various lot sizes should be provided in the Zoning Ordinance. For the purpose of discussing Fredericksburg's ultimate population capacity (in the Growth Element of this plan), areas of the City or ETJ designed for low density residential development are assumed to develop at an average of three dwelling units per gross acre.

e) Medium Density Residential

This use category includes single family detached dwellings on smaller lots and attached dwelling units, such as duplex units and townhomes. Medium density land uses often provide housing for "empty nesters" who may not want the maintenance of a large-lot single-family home, and for young families who may find a townhome or duplex more affordable than a single-family home. They play an important role in providing workforce housing as well. These residential uses can provide a buffer between lower density residential areas and more intensive residential, non-residential or mixed use areas. An average of 8 dwelling units per gross acre is assumed for these areas.

f) High Density Residential

High density residential developments meet the needs of people living alone, empty nesters and those who cannot afford or do not choose to live in a home with more yard area. Higher densities mean there are more people living close together, so there is a larger market of customers to support the restaurants and retail in a mixed use area. As a result, these residential uses can contribute to the sense of life and 24-hour activity desired in many downtowns and communities.

In Fredericksburg, there are few vacant areas planned solely for high density residential use. This land use should also occur in the Mixed Use Corridors along major transportation routes.

i) Central Business District

The Central Business District is the heart of Fredericksburg and the central area for business and commerce in the city and county. This land use designation includes a variety of office, retail, lodging, entertainment and residential uses. The Central Business District area is the focus of special policies aimed at retaining and enhancing its success.

j) Employment Center

The Employment Center land use category is used in areas where a significant amount of business activity is anticipated, thus creating a focal point for job creation as well. Uses in this category may include office, light industrial, technology, software and similar business activities. Some retail or restaurant uses may be included but these would be intended simply to meet the needs of area employees. Since the Employment Center category is applied to relatively large areas, they also have the potential to develop as distinctive, master planned business parks. Finally, they are intended to be key components in the community's economic development strategy.

k) Commercial Center

Commercial centers are located at the intersection of two existing or planned major arterials. They are intended to include community- and regional-serving shopping centers and malls. Some office or service uses may also locate here. Residential or hospitality uses may also be considered if they can be included in a compatible way. For new centers, the design should reduce the need for multiple automobile trips between stores.

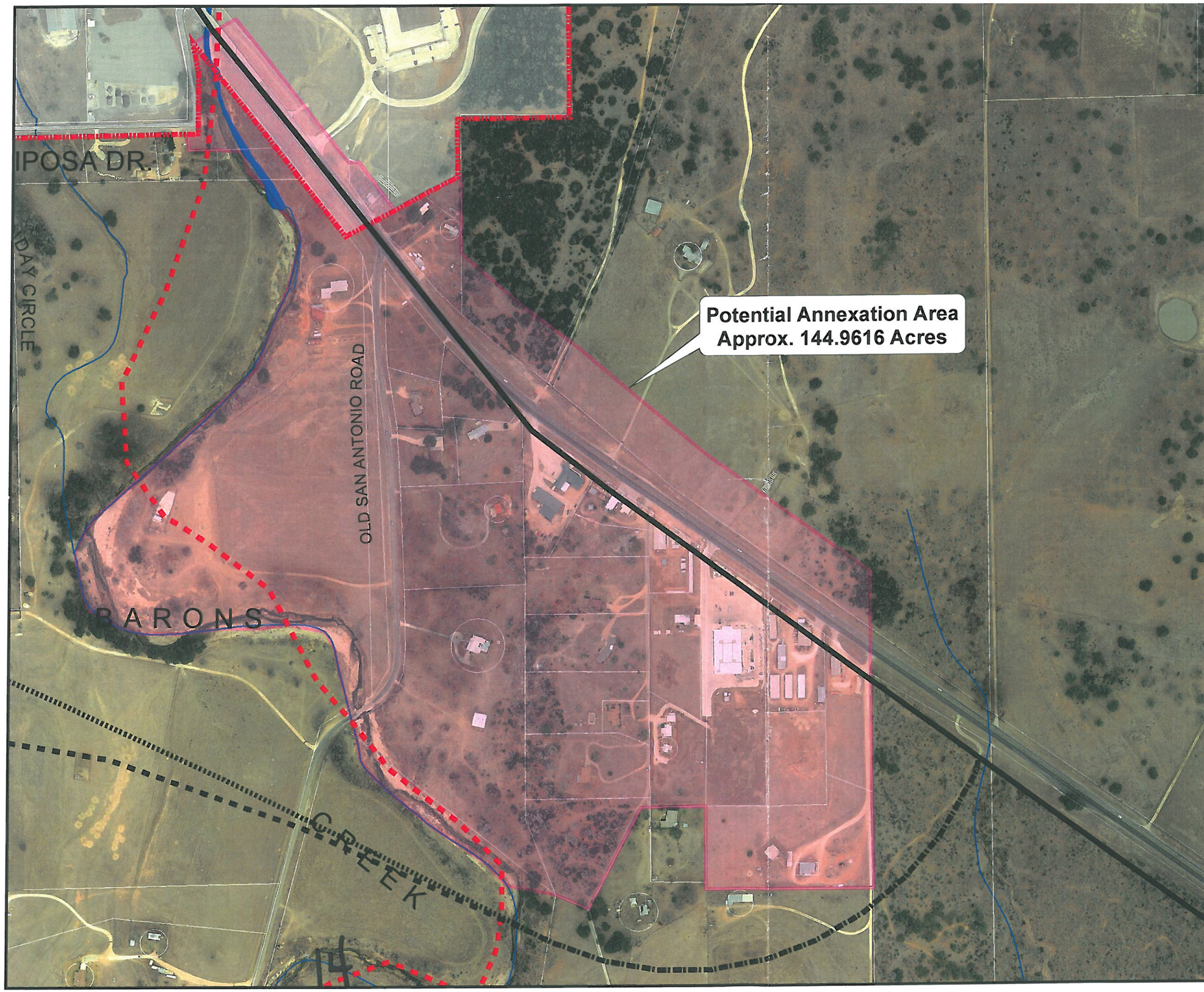
l) Mixed Use Corridor

The Mixed Use Corridor category represents an effort to change the typical pattern of strips of underperforming commercial development that often line highways and arterials. Rather than limiting the properties along major entry corridors to commercial uses, this category offers a variety of higher density residential and mixed use opportunities. The policy of allowing this mix of uses along major roadways supports a change in development from a pattern of older commercial structures to new projects with a variety of uses, including mixed use within an individual project or building. In the process, it reduces the excess commercial capacity along these corridors and creates locations for more affordable housing. Combined with Fredericksburg's existing landscape and signage regulations, this development pattern may create entry corridors that clearly tell the driver that she is entering a special community.

E. Goals and Policies for Focus Areas

As described earlier, special areas within Fredericksburg are the subject of goals and policies intended to retain a certain character or to create particular sorts of development patterns in the future. Special areas include:

City of Fredericksburg 2014 Potential Annexation



City Limit Boundary

Potential Annexation Area

ROW

1-Mile ETJ Boundary

Thoroughfare Plan

Civic Streets

Major Arterial

Future Major Arterial

Collector

Future Collector

Outer Loop Alternate 6

Outer Loop Alternate 9

Southwest Hill Country Dr.

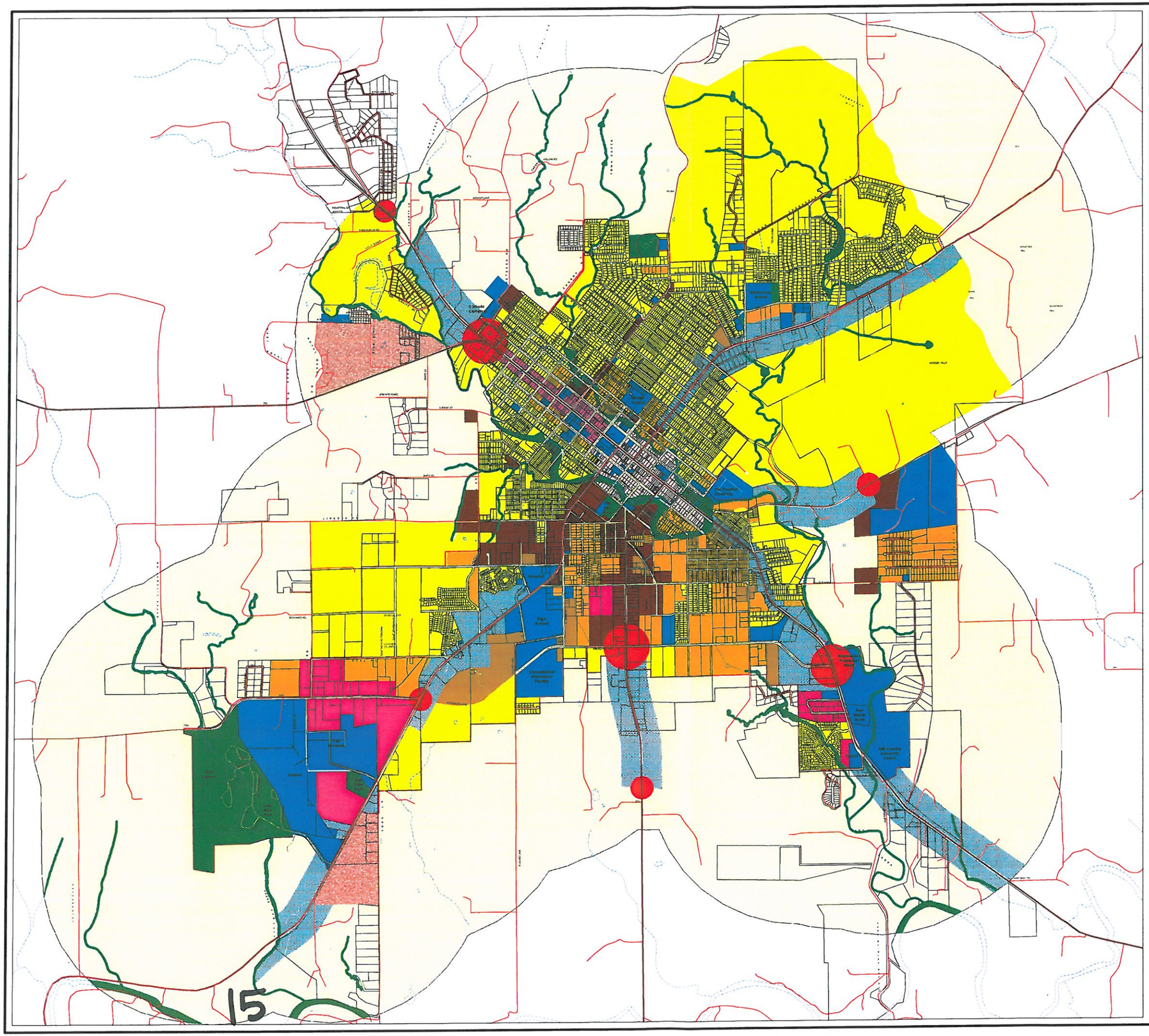
Future Hard Surface Trail

Alternate Trail

1 inch = 400 feet

N

July1, 2014



The City of Fredericksburg, Texas Landuse Map

Legend

- City Street
- County Road
- Private Road
- Ranch Road
- State Hwy
- U.S. Hwy
- Property Lines
- Corporate Boundary
- Historical District
- Downtown Central Business District
- Uptown Central Business District
- Commercial Center
- Commercial
- Employment Center
- FUTURE ROW
- High Density Residential
- Industrial
- Low Density Residential
- Medium Density Residential
- Mixed Use Corridor
- Parks & Open Space
- Public / Semi-Public
- Rural

City of Fredericksburg
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e-mail: info@fbgtx.org

N

0 500 1,000 2,000 3,000 4,000 Feet

1 inch = 1,000 feet

This map was created by the City of Fredericksburg Planning Department in the interest of the general public. All zoning requests and inquiries should be directed to the Planning & Zoning Commission through the City of Fredericksburg Planning Department.

Revision Date: July 16, 2012

Date: August 1, 2014

To: Planning and Zoning Commission

From: Brian Jordan, AICP Director of Development Services

Subject: Comprehensive Plan Issues Update

Following the joint City Council and Planning and Zoning Commission meeting regarding the Comprehensive Plan Issues Update on Monday July 21, we will be having a follow-up discussion on the draft. Please bring your copy of the draft and be prepared to offer comments or suggestions. These comments will be forwarded to the City Council.

The City of Fredericksburg
126 W. Main St. • Fredericksburg, Texas 78624-3708 • (830) 997-7521 • Fax (830) 997-1861