

Notice of Meeting of the Planning and Zoning Commission of the City of Georgetown, Texas May 19, 2026

The Georgetown Planning and Zoning Commission will meet on May 19, 2026 at 6:00 PM at Council and Court Building, 510 W. 9th Street.

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King Jr. Street, Georgetown, TX 78626 for additional information; TTY users route through Relay Texas at 711.

Agenda Notice

Public Wishing to Address an Advisory Board

On a subject that is posted on this agenda: Please fill out a speaker registration form which can be found on the table at the entrance to the meeting room. Clearly print your name and the letter of the item on which you wish to speak and present it to the Board Liaison prior to the start of the meeting. You will be called forward to speak when the Board considers that item. Only persons who have delivered the speaker form prior to the meeting being called to order may speak. Speakers will be allowed up to three minutes to speak. If you wish to speak for six minutes, it is permissible to use another requestor's granted time to speak. No more than six minutes for a speaker may be granted. The requestor granting time to another speaker must also submit a form and be present at the meeting.

On a subject not posted on the agenda: A request must be received by the Advisory Board or Commission Liaison prior to the day the agenda for this meeting is posted. Each speaker will be given three minutes to address the Board or Commission members. No action can be taken at this meeting.

At the time of posting, no one had signed up to speak on and item not posted on the agenda.

Call to Order

Pledge of Allegiance

Comments from the Chair

Announcements

Action from Executive Session

Statutory Consent Agenda

The Statutory Consent Agenda includes non-controversial and routine items that may be acted upon with one single vote. An item may be pulled from the Consent Agenda in order that it be discussed and acted upon individually as part of the Regular Session.

1.A Minutes

Consideration and possible action to approve the minutes from the April 7, 2026, regular meeting of the Planning & Zoning Commission -- Stephanie McNickle, Planning

Specialist

Regular Session

2.A 2026-2-REZ 1112 W University Avenue

Public Hearing and possible action on a request for a Zoning Map Amendment to rezone 0.276 Acres in the C. Stubblefield Survey, Abstract No. 558, from the Residential Single-Family (RS) zoning district to the Local Commercial (C-1) zoning district, for the property generally located at 1112 University Avenue West, Georgetown, TX 78628 (2026-2-REZ). Anish D'Souza, Associate Planner

2.B Discussion Items

Updates, Commissioner questions, and announcements -- Edgar Garcia, Planning Director

Adjournment

Certificate of Posting

I, Robyn Densmore, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 808 Martin Luther King Jr. Street, Georgetown, TX 78626, a place readily accessible to the general public as required by law, on the _____ day of _____, 2026, at _____, and remained so posted for at least three business days preceding the scheduled time of said meeting.

Robyn Densmore, City Secretary

City of Georgetown, Texas
Planning and Zoning Commission
May 19, 2026

SUBJECT:
Minutes

SUGGESTED ACTION:
Consideration and possible action to approve the minutes from the April 7, 2026, regular meeting of the Planning & Zoning Commission -- Stephanie McNickle, Planning Specialist

ITEM SUMMARY:

FINANCIAL IMPACT:

SUBMITTED BY:
Stephanie McNickle, Planning Department

ATTACHMENTS:
[4.7.26 Final Minutes.pdf](#)

Minutes of the Planning and Zoning Commission City of Georgetown, Texas Tuesday, April 7, 2026

The Georgetown Planning and Zoning Commission met on Tuesday, April 7, 2026 at 6:00 PM at Council and Court Building, 510 W. 9th Street.

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The following Members were in attendance:

Present were: Michael D Charles, Ercel Brashear, Jen Bradac, Scott A Allen, Joseph "joe" D. Digiacommo

Public Wishing to Address an Advisory Board

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Call to Order

Pledge of Allegiance

Comments from the Chair

1. Statutory Consent Agenda

The Statutory Consent Agenda includes non-controversial and routine items that may be acted upon with one single vote. An item may be pulled from the Consent Agenda in order that it be discussed and acted upon individually as part of the Regular Session.

1.A Meeting Minutes

Consideration and possible action to approve the minutes from the March 3, 2026, regular meeting of the Planning & Zoning Commission -- Stephanie McNickle, Planning Specialist

Moved by Ercel Brashear; seconded by Jen Bradac to Approve the minutes from the April 7, 2026, regular meeting of the Planning & Zoning Commission.

Motion Approved: 5- 0

Voting For: Michael D Charles, Ercel Brashear, Jen Bradac, Scott A Allen, Joseph "joe" D. Digiacomio

Voting Against: None

2. Regular Session

2.A UDC Project Update

Presentation and discussion on public notice, remaining project timeline, and adoption process for the UDC update and answering Commissioner questions -- Zane Brown, Development Support Manager.

Staff report by Zane Brown, provided the commission with an update on the remaining timeline of meetings and benchmarks for the project including public notice, upcoming workshops, and the role of the Planning & Zoning Commission in UDC adoption.

Zane stated a public notice will be sent out early May and gave a visual review of the postcard. A joint workshop is scheduled for June 8th for everyone to come together and share their thoughts on the project.

Zane stated the UDC will be presented during these meeting dates,

- June 23rd City Council Workshop
- July 21st Planning and Zoning Hearing
- July 28th City Council 1st Reading
- August 11th City Council 2nd Reading (Code Adopted)
- November 1st Code Effective.

Commissioner Brashear asked and Zane stated only citizens of Georgetown and not those located in the ETJ will be receiving a public notice postcard.

Zane stated “Ask GTX” will be prepared to assist citizens with questions. Zane also provided a link Georgetowntexas.gov/udc to find more information on the City of Georgetown website to assist citizens.

Zane reviewed the agenda for the April 9th Joint Session with City Council, Planning and Zoning, UDC Steering Committee and UDC Advisory Committee.

2.B **Discussion Items**

Updates, Commissioner questions, and announcements -- Edgar Garcia, Planning Director

No discussion items.

Adjournment

These minutes were approved at the meeting of _____

Chair

Attest

City of Georgetown, Texas
Planning and Zoning Commission
May 19, 2026

SUBJECT:

2026-2-REZ 1112 W University Avenue

SUGGESTED ACTION:

Public Hearing and possible action on a request for a Zoning Map Amendment to rezone 0.276 Acres in the C. Stubblefield Survey, Abstract No. 558, from the Residential Single-Family (RS) zoning district to the Local Commercial (C-1) zoning district, for the property generally located at 1112 University Avenue West, Georgetown, TX 78628 (2026-2-REZ). Anish D'Souza, Associate Planner

ITEM SUMMARY:

Overview of Applicant's Request:

The applicant is requesting a rezoning of approximately 0.276 acres located at 1112 W. University Avenue from the Residential Single-Family (RS) zoning district to the Local Commercial (C-1) zoning district. The property is currently developed with an existing office building and is located along the W. University Avenue (SH 29) corridor adjacent to existing commercial development.

Staff's Analysis:

Staff has reviewed the request in accordance with the Unified Development Code (UDC) and other applicable codes. Staff has determined that the proposed request meets the criteria established in UDC Section 3.06.030 for a Zoning Map Amendment - Rezoning, as outlined in the attached Staff Report.

Public Comments:

As required by the Unified Development Code (UDC), all property owners and registered neighborhood associations within 300-feet of the subject property were notified of the request (12 notices mailed), a legal notice advertising the public hearing was placed in the Sun Newspaper (05.03.2026) and signs were posted on-site. As of the publication date of this report, staff has received 0 written comments in favor and 0 in opposition of the request.

FINANCIAL IMPACT:

None. The applicant has paid the required application fees.

SUBMITTED BY:

Stephanie McNickle, Planning Department

ATTACHMENTS:

[2026-2-REZ P&Z Staff Presentation.pdf](#)

[2026-2-REZ_P&Z Staff Report.pdf](#)

[Exhibit 1 - Location Map.pdf](#)

[Exhibit 2 - Future Land Use Map.pdf](#)

[Exhibit 3 - Zoning Map.pdf](#)

[Exhibit 4 - C-1 Design & Development Standards.pdf](#)

[Exhibit 5 - Letter of Intent.pdf](#)
[Exhibit 6 - Criteria Analysis.pdf](#)

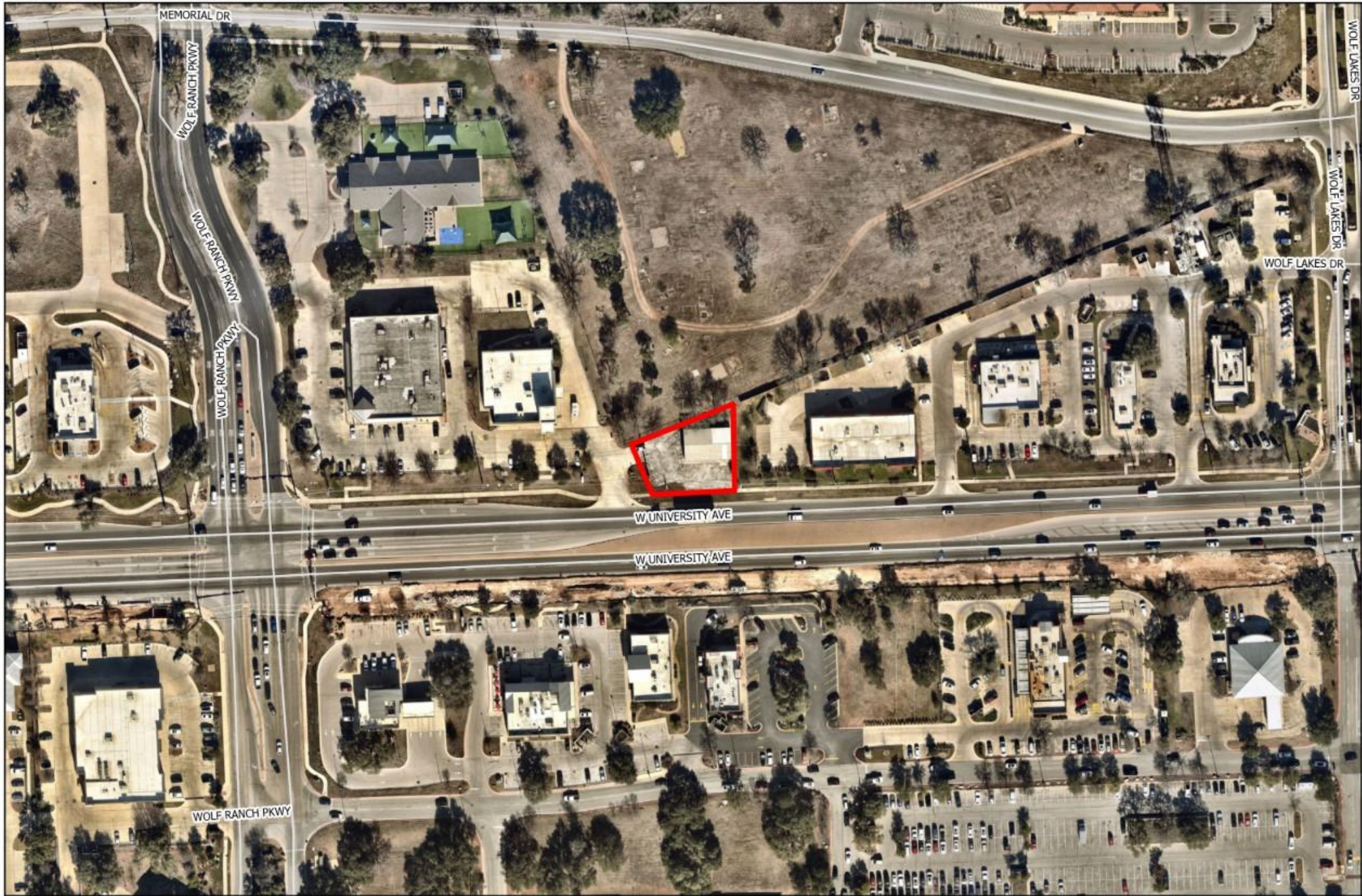
1112 University Avenue West 2026-2-REZ

05.19.2026 | Planning & Zoning Commission

Item Under Consideration

2026-2-REZ

- Public Hearing and possible action on a request for a Zoning Map Amendment to rezone 0.276 Acres, C. Sur, Stubblefield, from the Residential Single-Family (RS) zoning district to the **Local Commercial (C-1) zoning district**, for the property generally located at 1112 University Avenue West Georgetown, TX 78628 (2026-2-REZ). Matthew Skawin, Planner



Aerial

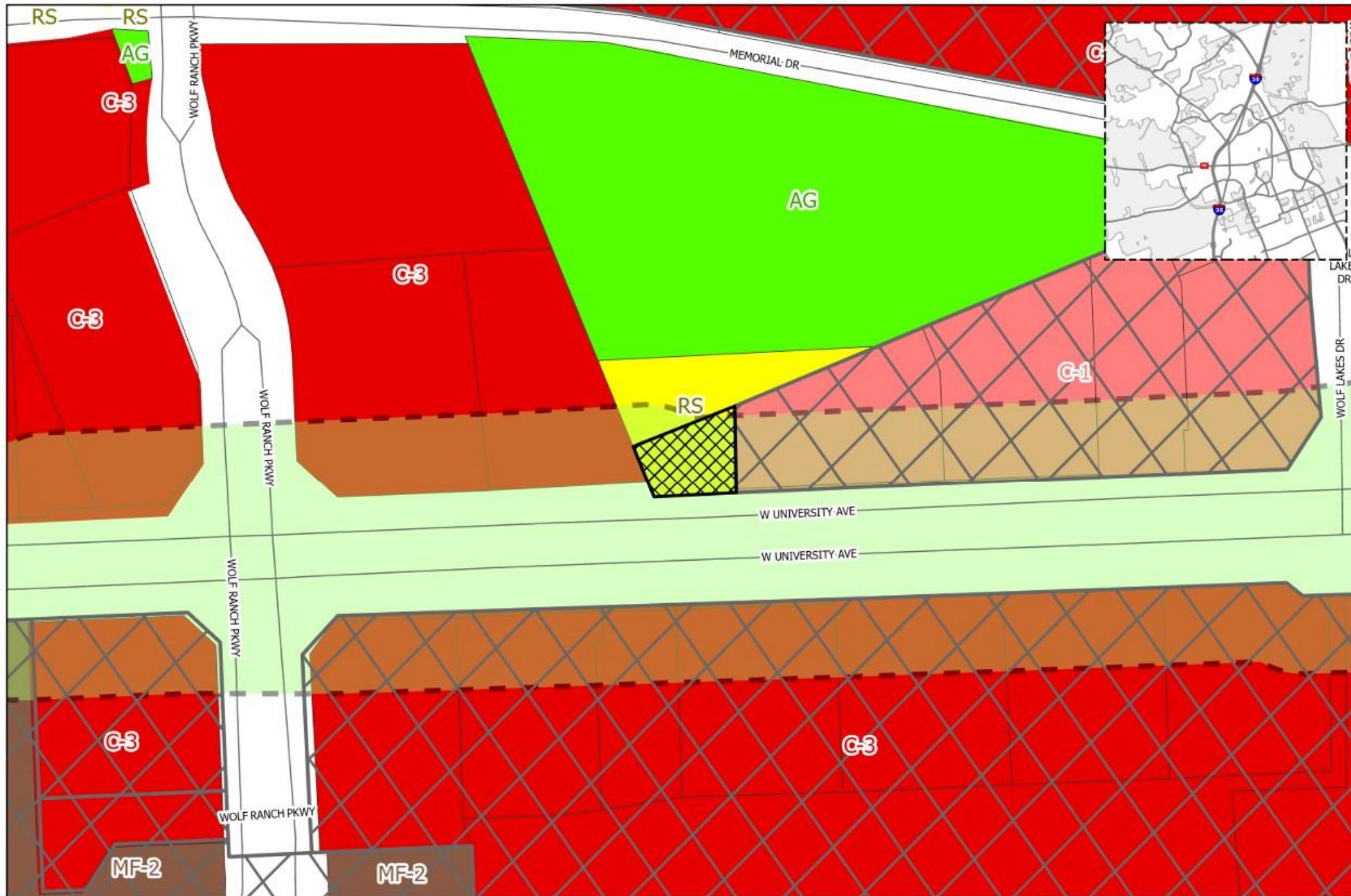
2026-2-REZ

 Site



0 100 200 Feet





Zoning

2026-2-REZ

Exhibit #3

- Site
 - PUD
 - Courthouse View Overlay
 - Old Town Overlay
 - Historic Overlay
 - Downtown Overlay
 - SPO Overlay
 - Gateway Overlay
 - Parcels
- Zoning**
- AG - Agriculture
 - BP - Business Park
 - C-1 - Local Commercial
 - C-3 - General Commercial
 - CN - Neighborhood Commercial
 - IN - Industrial
 - MF-1 - Low-Density Multi-family
 - MF-2 - High-Density Multi-family
 - MH - Manufactured Housing
 - MU-DT - Mixed-Use Downtown
 - OF - Office
 - PF - Public Facility
 - RE - Residential Estate
 - RL - Residential Low-Density
 - RS - Residential Single-Family
 - TF - Two-Family
 - TH - Townhouse

0 100 200 Feet



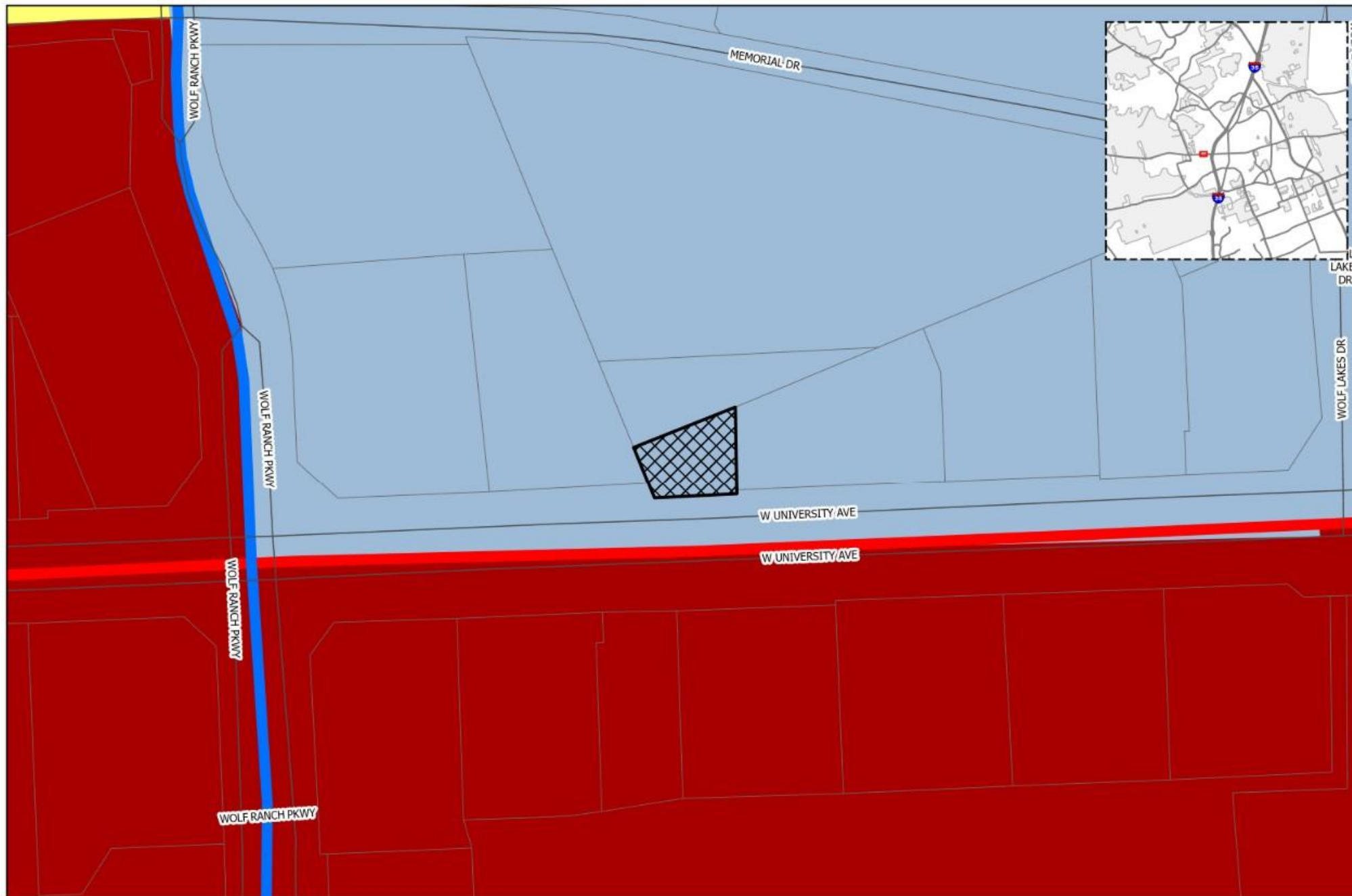
Future Land Use/ Future Mobility Plan

2026-2-REZ

Exhibit #2

-  Site
-  Parcels
- Future Land Use**
 -  Community Center
 -  Employment Center
 -  Institutional
 -  Mining
 -  Mixed Density Neighborhood
 -  Neighborhood
 -  Open Space
 -  Parks and Recreation
 -  Regional Center
 -  Rural Residential
 -  Special Area
- Thoroughfare**
 -  Existing Freeway
 -  Existing Major Arterial
 -  Existing Minor Arterial
 -  Existing Collector
 -  Proposed Freeway
 -  Proposed Major Arterial
 -  Proposed Minor Arterial
 -  Proposed Collector
 -  Proposed Rail

0 100 200
Feet



Special Area (SA)

- Unique Destinations that emphasize retail, office, and entertainment uses
- Emphasis on building design, landscaping, public spaces
- Pedestrian oriented places that often include shopping streets, shared parking, and strong links to surrounding areas

- **DUA:** ≥ 14 units or greater
- **Target Ratio:** Development Specific
- **Primary Use:** Mixed-use (high-density residential and retail)
- **Secondary Uses:** Medium-density residential, office, commercial, recreational, and civic uses

Scenic Gateway Overlay

Scenic Corridor Intent

- Preserve corridor appearance and natural character
- Encourage enhanced landscaping and setbacks
- Minimize visual clutter and excessive lighting
- Promote coordinated corridor development

Subject Property Context

- Property is located within an existing commercial corridor along SH 29
- Surrounding area is developed with commercial, retail, office, and multifamily uses
- Requested C-1 zoning is consistent with surrounding development pattern and Special Area FLUM designation
- Future redevelopment would remain subject to Gateway Overlay standards

Current - Residential Single-Family (RS)

- Medium density
- Primarily single-family neighborhoods
- May be located in proximity of neighborhood-friendly commercial
- Protected from incompatible uses

Dimensional Standards

- Min. lot size = 5,500 sq. ft.
- Min. lot width = 45'
- Max building height = 35'
- Front setback = 20'
- Side setback = 6'
- Rear setback = 10'
- Side/rear street setback = 15'
- Street facing garage setback = 25'

Proposed - Local Commercial (C-1)

- Commercial and retail serving residential areas
- Pedestrian access to adjacent residential areas
- Not appropriate along residential streets or residential collectors

Dimensional Standards

- Min. lot width = 50'
- Max building height = 35'
- Front setback = 25'
- Side setback = 10'
- Rear setback = 0'
- Side setback to residential = 15'
- Rear setback to residential = 25'
- 15' bufferyard adjacent to RS
- FAR = 0.5

Approval Criteria – UDC Section 3.06.030

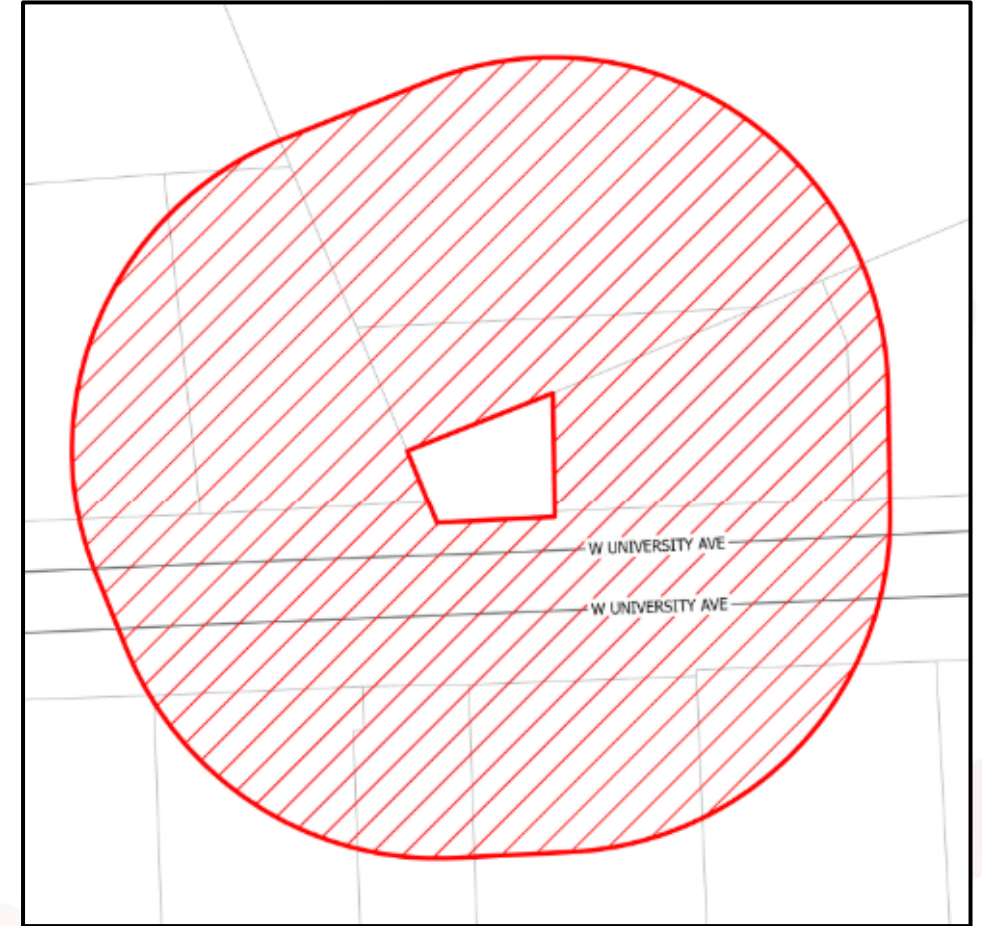
Criteria for Rezoning	Complies	Partially Complies	Does Not Comply
The application is complete and the information contained within the application is sufficient and correct enough to allow adequate review and final action;	X		
The zoning change is consistent with the Comprehensive Plan;	X		
The zoning change promotes the health, safety or general welfare of the City and the safe orderly, and healthful development of the City;	X		

Approval Criteria – UDC Section 3.06.030

Criteria for Rezoning	Complies	Partially Complies	Does Not Comply
The zoning change is compatible with the present zoning and conforming uses of nearby property and with the character of the neighborhood; and	X		
The property to be rezoned is suitable for uses permitted by the district that would be applied by the proposed amendment.	X		

Public Notifications

- 12 property owners within the 300' buffer
- Notice in Sun News on 05.03.2026
- Signs posted on the property
- To date, staff has received:
 - 0 written comments IN FAVOR
 - 0 written comments OPPOSED



Summary

- Public Hearing and possible action on a request for a Zoning Map Amendment to rezone 0.276 Acres, C. Sur, Stubblefield, from the Residential Single-Family (RS) zoning district to the Local Commercial (C-1) zoning district, for the property generally located at 1112 University Ave W, Georgetown, TX 78628 (2026-2-REZ).
Matthew Skawin, Planner
- Per UDC Section 3.06.020.E, the Planning and Zoning Commission shall hold a Public Hearing... and make a recommendation to the City Council.

Report Date: 05.19.2026
Case Number: 2026-2-REZ

AGENDA ITEM DESCRIPTION

Public Hearing and possible action on a request for a Zoning Map Amendment to rezone 0.276 Acres in the C. Stubblefield Survey, Abstract No. 558, from the Residential Single-Family (RS) zoning district to the Local Commercial (C-1) zoning district, for the property generally located at 1112 University Avenue West, Georgetown, TX 78628 (2026-2-REZ). Anish D'Souza, Associate Planner

AGENDA ITEM DETAILS

Project Name: Briggs Building Rezoning
Applicant: Jim Briggs
Property Owner: Briggs, James H & Janna G
Property Address: 1112 University Ave W
Legal Description: 0.276 Acres in the C. Stubblefield Survey, Abstract No. 558
Current Zoning: Residential Single-Family (RS)
Current Use: General Office (Insurance & Financial Services)

APPLICANT'S REQUEST

The applicant is requesting a rezoning of approximately 0.276 acres located at 1112 W. University Avenue from the Residential Single-Family (RS) zoning district to the Local Commercial (C-1) zoning district. The property is currently developed with an existing office building and is located along the W. University Avenue (SH 29) corridor adjacent to existing commercial development.

RECOMMENDATION

Staff **recommends APPROVAL** of the request.

PROPERTY CONTEXT

Neighborhood Character:

The subject property is located along the W. University Avenue (SH 29) corridor within an area characterized by a mix of commercial, retail, office, and civic uses. The surrounding area includes large-scale commercial development associated with the Wolf Ranch development, including retail, restaurant, office, and multifamily uses. The property directly north of the site is zoned Agriculture (AG) and Residential Single-Family (RS) and is currently utilized as a cemetery. The SH 29 corridor functions as a major commercial area within the City.

Planning Department Staff Report

Zoning Trends:

The subject property is surrounded by a range of commercial zoning districts, including a Planned Unit Development (PUD) to the east with a Local Commercial (C-1) base zoning, and General Commercial (C-3) zoning to the west and south. Existing development patterns along the W. University Avenue corridor reflect a continued trend toward commercial and mixed-use development consistent with the Special Area designation found in the Future Land Use Map for Wolf Lakes. The requested C-1 zoning would provide a transition in intensity between the existing commercial corridor and surrounding properties while remaining consistent with the established development pattern in the area.

Present Property Description:

The subject property consists of approximately 0.72 acres and is currently developed with an existing office building (Farmers Insurance) and associated parking area. The property is located along W. University Avenue (SH 29), a principal commercial corridor within the City, and is surrounded by a mix of commercial, retail, office, multifamily, and civic land uses. Existing utility and transportation infrastructure currently serve the site.

STAFF ANALYSIS

The subject property has an existing Future Land Use designation of Special Area (SA). The Special Area designation is intended to accommodate integrated mixed-use development with an emphasis on retail, office, commercial, recreational, and civic uses within strategically planned activity centers. The requested Local Commercial (C-1) zoning district is consistent with the Future Land Use designation and existing development pattern along the W. University Avenue (SH 29) corridor.

The subject property is surrounded by a mix of commercial, retail, multifamily, and civic land uses, including existing C-1 zoning as part of the PUD to the east and C-3 zoning to the west and south. The property located north of the site is currently zoned Agriculture (AG) and Residential Single-Family (RS) and is utilized as a cemetery. The proposed C-1 zoning district is compatible with the surrounding zoning pattern and existing character of development in the area.

The proposed rezoning request was reviewed by all applicable City departments to determine the appropriateness of the requested zoning district on the subject property. No objections to the rezoning request were identified during departmental review.

Staff reviewed the proposed rezoning request and found it complies with all approval criteria established in UDC Section 3.06.030 for a Zoning Map Amendment, as outlined in Exhibit 6.

PUBLIC NOTIFICATION

As required by the Unified Development Code, all property owners and registered neighborhood associations within a 300-foot radius of the subject property were notified of the annexation and initial zoning request (12 notices), a legal notice advertising the public hearing was placed in the Sun Newspaper (May 3, 2026) and signs were posted on-site. To date, staff has received 0 written comment in favor, and 0 in opposition to the request.

Planning Department Staff Report

ATTACHMENTS

Exhibit 1 – Location Map

Exhibit 2 – Future Land Use Map

Exhibit 3 – Zoning Map

Exhibit 4 – Design and development standards of the Local Commercial Zoning District

Exhibit 5 – Letter of Intent

Exhibit 6 – Criteria Analysis

SUBMITTED BY

Anish D'Souza, Associate Planner

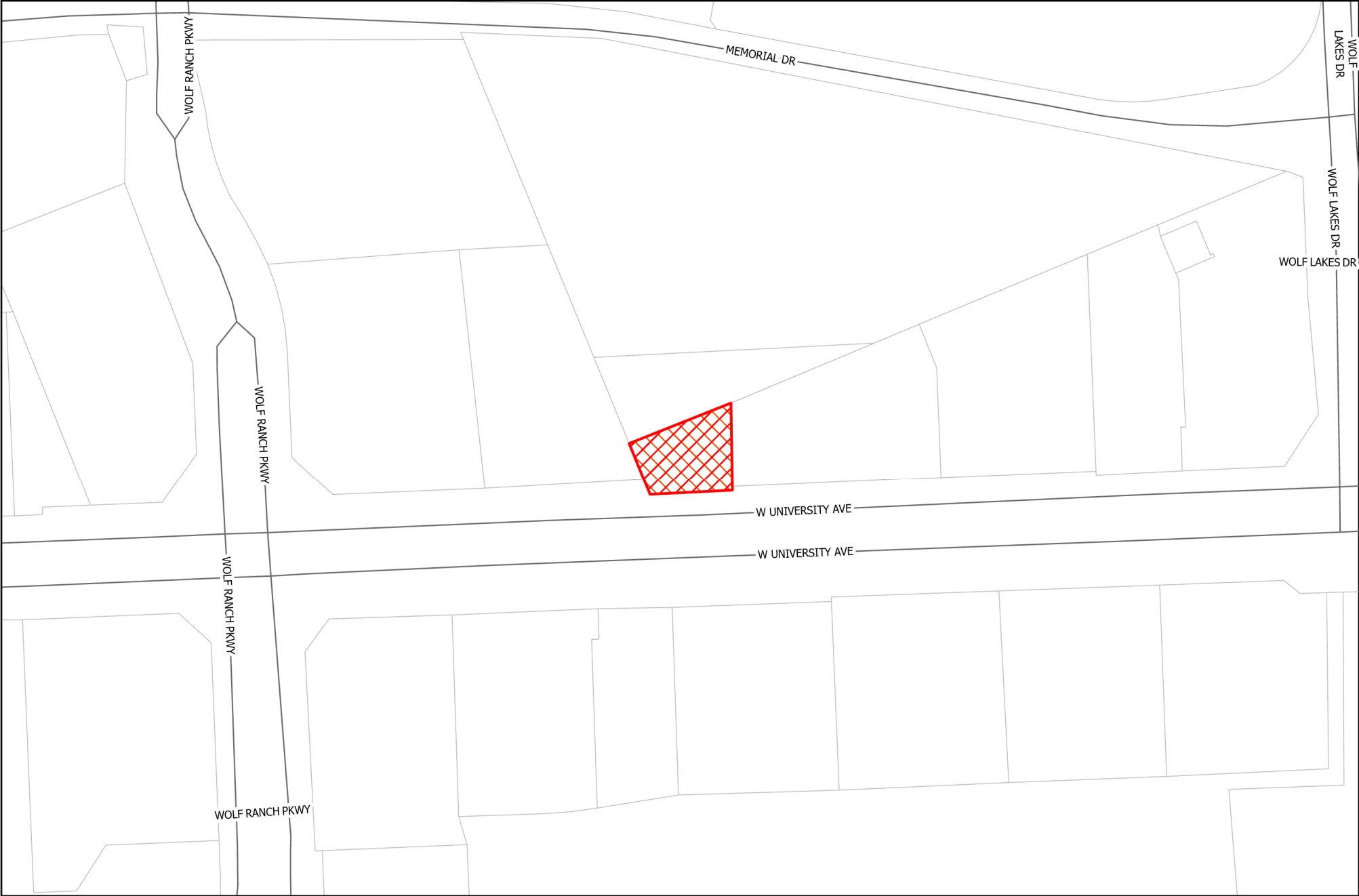
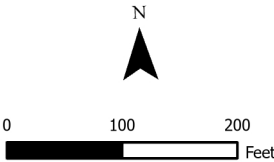


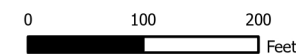
Location

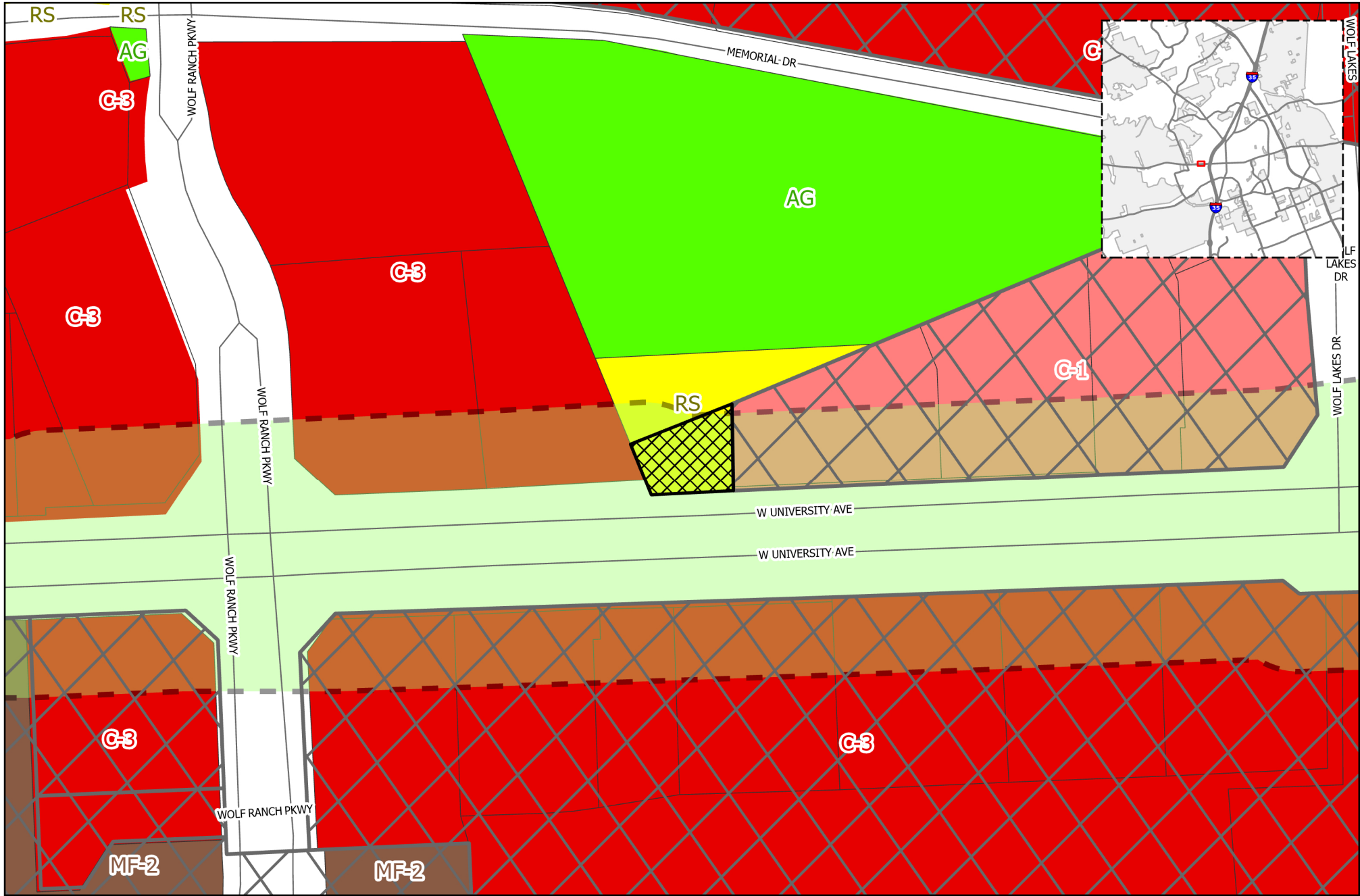
2026-2-REZ

Exhibit #1

-  Site
-  Parcels





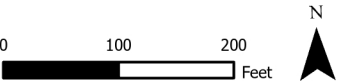


Zoning

2026-2-REZ

Exhibit #3

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 PUD
 Courthouse View Overlay
 Old Town Overlay
 Historic Overlay
 Downtown Overlay
 SPO Overlay
 Gateway Overlay
 Parcels
- Zoning**
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 -  BP - Business Park
 -  C-1 - Local Commercial
 -  C-3 - General Commercial
 -  CN - Neighborhood Commercial
 -  IN - Industrial
 -  MF-1 - Low-Density Multi-family
 -  MF-2 - High-Density Multi-family
 -  MH - Manufactured Housing
 -  MU-DT - Mixed-Use Downtown
 -  OF - Office
 -  PF - Public Facility
 -  RE - Residential Estate
 -  RL - Residential Low-Density
 -  RS - Residential Single-Family
 -  TF -Two-Family
 -  TH -Townhouse



C-1 Local Commercial



Residential Uses	Sec. 5.02.010
Permitted by Right	Group Home (7 residents or more), Assisted Living, Nursing or Convalescent Home, Hospice Facility, Rooming or Boarding House
Permitted with Limitations	Upper-story Residential, Home-Based Business
Special Use Permit Required	Multifamily, Attached Dwelling Units, Student Housing

Civic Uses	Sec. 5.03.010
Permitted by Right	Emergency Services Station, Government or Postal Office, Library or Museum, Social Service Facility, Hospital, Blood or Plasma Center, Nature Preserve or Community Garden
Permitted with Limitations	School (Elementary, Middle, High, College/University, Business or Trade), Day Care (Group & Commercial), Activity Center (Youth or Senior), Community Center, Religious Assembly Facilities (Inc. with Columbaria), Neighborhood Amenity, Activity, or Recreation Center, Public Park (Neighborhood, Regional)

Commercial Uses	Sec. 5.04.010
Permitted by Right	Inn, Hotel (Full service, Limited service, Boutique)
Permitted with Limitations	Bed and Breakfast (Inc. with Events), Restaurant (General, Drive-through), Bar, Tavern or Pub, Micro-Brewery, Micro Winery, or Micro Distillery, Food Catering Services, Live Music or Entertainment, Dance Hall or Nightclub, Theater (Movie or Live), Membership Club or Lodge, Commercial Recreation, Home Health Care Services, Medical or Dental (Office, Clinic), Urgent Care Facility, General Office, Integrated Office Center, General Retail, Agricultural Sales, Landscape Supply Sales/Garden Center, Farmers Market, Artisan Studio and Gallery, Personal Services, Dry Cleaning Service, Drop-off Only, Laundromat, Printing, Mailing and Reproduction Services, Fitness Center, Banking and Financial Services, Consumer Repair, Funeral Home, Veterinary Clinic (Indoor Pens Only), Pest Control or Janitorial Services
Special Use Permit Required	Permanent Mobile or Outdoor Food Vendor, Event Facility, Personal Services, Restricted, Self-Storage (Indoor), Automobile Parts and Accessories Sales (Indoor), Fuel Sales, Car Wash

Transportation & Utility Uses	Sec. 5.05.010
Permitted by Right	Parking Lot (Off-Site, Commercial), Park-n-Ride Facility, Utility Services (Minor, Intermediate, Major)
Permitted with Limitations	Wireless Transmission Facility (40' or less)
Special Use Permit Required	Private Transport Service Dispatch Facility

Agriculture Uses	Sec. 5.07.010
Special Use Permit Required	Meat Market

Temporary Uses	Sec. 5.08.010
Permitted with Limitations	Concrete Products, Construction Field Office, Construction Staging (Off-site), Parking lot, Portable Classrooms, Seasonal Product Sales, Farmers Market, Temporary or Transient Mobile/Outdoor Food Vendor, Business Offices

Outdoor Display & Storage	Sec. 5.09.020
Permitted	Outdoor Display (Limited)

*Dimensional Standards on the back

The full UDC document can be found online at udc.georgetown.org. More information on all uses and any applicable limitations can be found in UDC Chapter 5. Definitions of all uses can be found in UDC Chapter 16.

planning@georgetown.org | (512) 930-3575

C-1 Local Commercial



Dimensional Standards: Sec. 7.02.02	Feet
Minimum Lot Width	50
Minimum Lot Size	-
Front/street setback	25
Side Setback	10
Side setback to residential or an existing SF home in the ETJ that is platted or planned for residential use on the FLU Map	15
Rear Setback	0
Rear Setback to residential or an existing SF home in the ETJ that is platted or planned for residential use on the FLU Map	25
Maximum Building Height	35
Maximum Impervious Cover - Sec. 11.02	-
Dimensional Interpretations and Exceptions – Sec. 7.02.030	-
Bufferyard: UDC Sec. 8.04.06 a) Medium level – 15 ft wide planting area; One shade tree, two evergreen ornamental trees and eight evergreen shrubs per each 50 linear feet	-
Landscaping: UDC Sec. 8.01	-
Tree Preservation and Protection – Sec. 8.02.	-

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planning@georgetown.org | (512) 930-3575

April 8, 2026

Anish D'Souza
Associate Planner
City of Georgetown | Planning Department
809 Martin Luther King Jr. St.
Georgetown Texas, 78628

Georgetown Planning and Development;

Per your request, this letter should serve as our "Letter of Intent" to re-zone property at 1112 W. University Ave. Georgetown Texas, 78628.

James H. and Janna G. Briggs are the legal owners of the property. The property was purchased in 2006 from James and Patricia Ropollo for the purpose of housing a family business in the insurance industry. The intent of the ownership was to house the family business until the business was ever sold or transferred to new ownership. Currently that ownership has transferred to our son and continues to be a family business. Unfortunately, recent events, not of the owner's creation, created the need for the family business to seek a new and alternative location. With the vacation of the building the need to either sell or lease the building has become necessary. As a result of that process, the lease option seems to be the most applicable to the property. The building/office currently is zoned RS non-conforming. The same status as when the City of Georgetown annexed the property initially. The use of the building since that time has remained "office" use and the intent was to never change that use under Briggs ownership. Again, unfortunately, conditions changed by external factors imposed on the property.

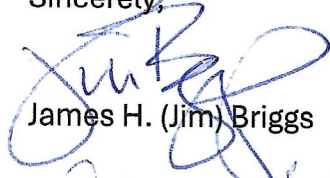
Now that the status has changed, there is a need to bring the property into more consistent status with other neighboring properties. Since office use is quite limited, broader uses such as retail should be considered for the property. Especially since the neighboring properties are zoned C-1 and C-3 along the University Avenue corridor. Current zoning of this property just does not fit the current or long-term land use of the area.

Planning has asked that we detail specific information in this "Letter of Intent" to clarify similar information that is also included, per the requirements of the application process. The following is that information in bullet point form.

- Existing and proposed zoning districts:
Currently the area is zoned C-1 Local Commercial to the East of this tract and C-3 General Commercial to the West and South of the tract
- Future Land Use Designation:
Future Land Use map calls for "Special Area"
- Acreage of property to be rezoned:
0.276 Acres
- Explanation of how the proposal complies with the 2030 Comprehensive Plan. Cite the goals and policies of the 2030 Plan that will be met by the proposal:
Based on the documentation for this area under the 2030 Comprehensive Plan the expanded use of this tract to a Commercial Zoning category meets the expectations of employment, service and retail objectives.
- Explanation of how roads and utilities will serve the property:
The property is currently served by Fire Flows that meet the Commercial Land Use current and proposed. Water/Wastewater Service meets the needs of office/retail demands. Electric Service meets and exceeds energy demand of the tract and Stormwater treatment is currently provided at Wolf Ranch Shopping Center for the current impervious cover limitations of the existing site.
The Transportation network serves the current and future zoning of the site consistently with neighboring development.
- If existing structures or features of property will be utilized, provide a Conceptual Site Layout exemplifying how the structures will meet all applicable development standards of the proposed zoning district:
The intent is that current approved structures and paving is be used to meet the requirements of new zoning. Current visual layouts have been provided and can be referenced as existing and future layouts. Any change, or modification to that status, would be subject to site plan and building plan review, as with any other normal permit process, for types of changes.
- Explanation as to how the request meets the approval criteria outlined in UDC Section 3.06.030 (Rezoning):
For years this property has existed in a zoning category that was inconsistent with the uses that developed around this property. This zoning category still met the needs of the owners and their business. Twenty years later there is a need to change the zoning category to consistency with the Comprehensive Plan and developed tracts that border the property. This zoning request is not inconsistent with those plans or development. The owners are not looking to subdivide, redevelop the site or make substantial changes that would be major visual or regulatory change to the tract. Simple changes of internal layouts inside the building, signage or changes that make the property consistent with retail type uses could be expected. Those would follow the standard approval process for those changes but can only be approved with proper zoning that allows for such uses. Uses that would be consistent with current and future land uses deemed desirable by the community.

The owners of this property have always worked to ensure the property was consistent with the values of the community. When purchased, we modified the site to include "articulation" and paving to upgrade the property and make it consistent with "corridor" plans at the time. Prior to our ownership, the property was more rural in its condition. Originally there was a driveway for direct access to University Avenue to the site. A right that was legally grandfathered to the site without need to change. This was voluntarily removed and allowed for joint driveway access in 2008 as a part of a planning process to allow for construction of Walgreens. We were not required to agree but decided that development of the Wolf Ranch Parkway and University corner was important to the community and tax base of the City. I think time has proven that this was an effective and accepted development by community. With this proposed change to zoning, we again are attempting to maintain our status of working to offer land use that is consistent with Georgetown's community values.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jim Briggs", written over the printed name.

James H. (Jim) Briggs

A handwritten signature in blue ink, appearing to read "Janna G. Briggs", written over the printed name.

Janna G. Briggs

April 13, 2026

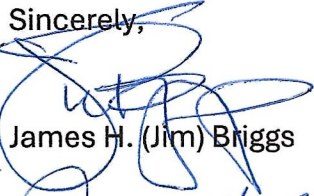
Anish D'Souza
Associate Planner
City of Georgetown | Planning Department
809 Martin Luther King Jr. St.
Georgetown Texas, 78628

Georgetown Planning and Development;

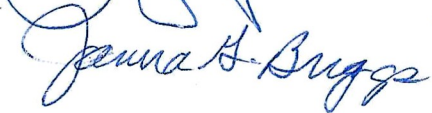
Per your request, this letter should serve as clarification of the actual zoning category request to change the property at 1112 W. University Ave. Georgetown Texas, 78628 from RS non-conforming to **C1 Local Commercial**. This zoning is consistent with the zoning adjacent to this property to the East.

Thanks for the opportunity to clarify this information.

Sincerely,



James H. (Jim) Briggs



Janna G. Briggs

Exhibit 6

UDC Approval Criteria Review

ZONING MAP AMENDMENT (REZONING) APPROVAL CRITERIA	
1. The application is complete and the information contained within the application is sufficient and correct enough to allow adequate review and final action.	Complies
This application was reviewed by staff and deemed to be complete.	
2. The zoning change is consistent with the Comprehensive Plan.	Complies
The subject property has a Future Land Use designation of Special Area (SA). The Special Area designation is intended to accommodate integrated mixed-use development with an emphasis on retail, office, commercial, recreational, and civic uses within strategically planned activity centers. The requested Local Commercial (C-1) zoning district is consistent with the Special Area designation and the existing commercial development pattern along the W. University Avenue (SH 29) corridor. The subject property is also located within the Gateway Overlay District, which is intended to promote enhanced corridor design and development standards along major entry corridors within the City.	
3. The zoning change promotes the health, safety or general welfare of the City and the safe orderly, and healthful development of the City.	Complies
The proposed rezoning would allow the subject property to develop in a manner consistent with the surrounding commercial corridor and existing land use pattern along W. University Avenue (SH 29). The property has historically operated as an office use and is currently served by existing roadway and utility infrastructure. The requested C-1 zoning district promotes orderly development by aligning the property's zoning designation with the character and intensity of surrounding development while allowing future reuse of the existing site under an appropriate commercial zoning classification.	
4. The zoning change is compatible with the present zoning and conforming uses of nearby property and with the character of the neighborhood.	Complies
The subject property is surrounded by a mix of commercial, retail, office, multifamily, and civic land uses. Adjacent properties include Local Commercial (C-1) zoning to the east and General Commercial (C-3) zoning to the west and south. Property located north of the site is currently zoned Agriculture (AG) and Residential Single-Family (RS) and is utilized as a cemetery. The requested C-1 zoning district is compatible with the existing zoning pattern and the established commercial character of the W. University Avenue corridor.	
5. The property to be rezoned is suitable for uses permitted by the District that would be applied by the proposed amendment.	Complies
The subject property is currently developed with an existing office building and associated parking area and is served by existing roadway and utility infrastructure. The site does not contain any known physical constraints that would inhibit development permitted within the C-1 zoning district. Staff finds the property is suitable for the uses permitted within the proposed zoning district.	

City of Georgetown, Texas
Planning and Zoning Commission
May 19, 2026

SUBJECT:

Discussion Items

SUGGESTED ACTION:

Updates, Commissioner questions, and announcements -- Edgar Garcia, Planning Director

ITEM SUMMARY:

FINANCIAL IMPACT:

SUBMITTED BY:

Stephanie McNickle, Planning Department

ATTACHMENTS:

N/A