



MARK HAMPTON  
RESIDENTIAL AND COMMERCIAL REAL ESTATE

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30665 US Hwy 281  
Bulverde TX 78163

***For Sale or Lease***



Property being sold in its entirety of 10.02 acres or in can be bought as a 6 acre unimproved parcel or an improved 4 acre parcel which includes 4,200 sf two-story Class B office building and approximately 2,500 sf storage building. Zoning is C-2.

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## LOCATION & PROPERTY SUMMARY

10.02 acres improved land with a 4,200 sf two-story Class B office building and approximately 2,500 sf storage building; property Zoned C-2.

This lot offers excellent commercial potential along US Hwy 281 South with approximately 879 feet of road frontage on southbound US Hwy 281, less than ½ mile north of the US Hwy 281 and FM1863 intersection.



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## PROPERTY SUMMARY

Commercial Office Space includes:

- Approximately 4,200 sf
- Eight offices
- Waiting Area
- Bullpen Area
- Breakroom with full shower in bathroom
- Two restrooms in main area
- Two offices have their own restroom
- Two conference rooms
- Well & Septic
- Three A/C Units (upstairs zoned)

Storage/Shop Building includes:

- Approximately 2,500 sf
- Electric only

Undeveloped Land includes:

- Approximately 6 acres
- Wooded

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## PROPERTY PHOTOS



Office Building – Exterior Front



Office Building – Exterior Side



Shop (approx. 2,500 sf)



Waiting Area



Bullpen Area



Bullpen Area

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## PROPERTY PHOTOS



Large Office – Main Floor



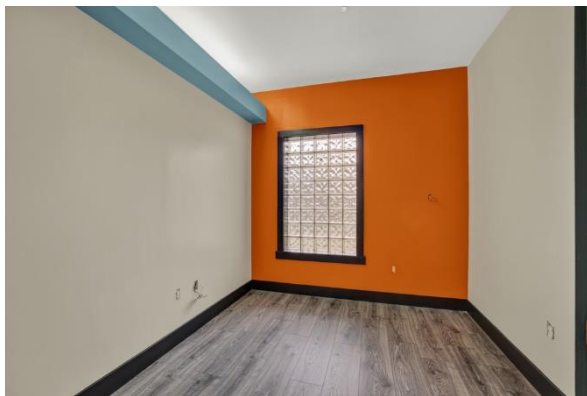
Large Office – Main Floor



Two offices – Main Floor



Large Office with Exterior Entrance



Office – Main Floor



Breakroom – Main Floor

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## PROPERTY PHOTOS



Staircase to Second Floor



Shop approx. 2500 sq ft



Interior of shop



Aerial of shop



Aerial of back of office building

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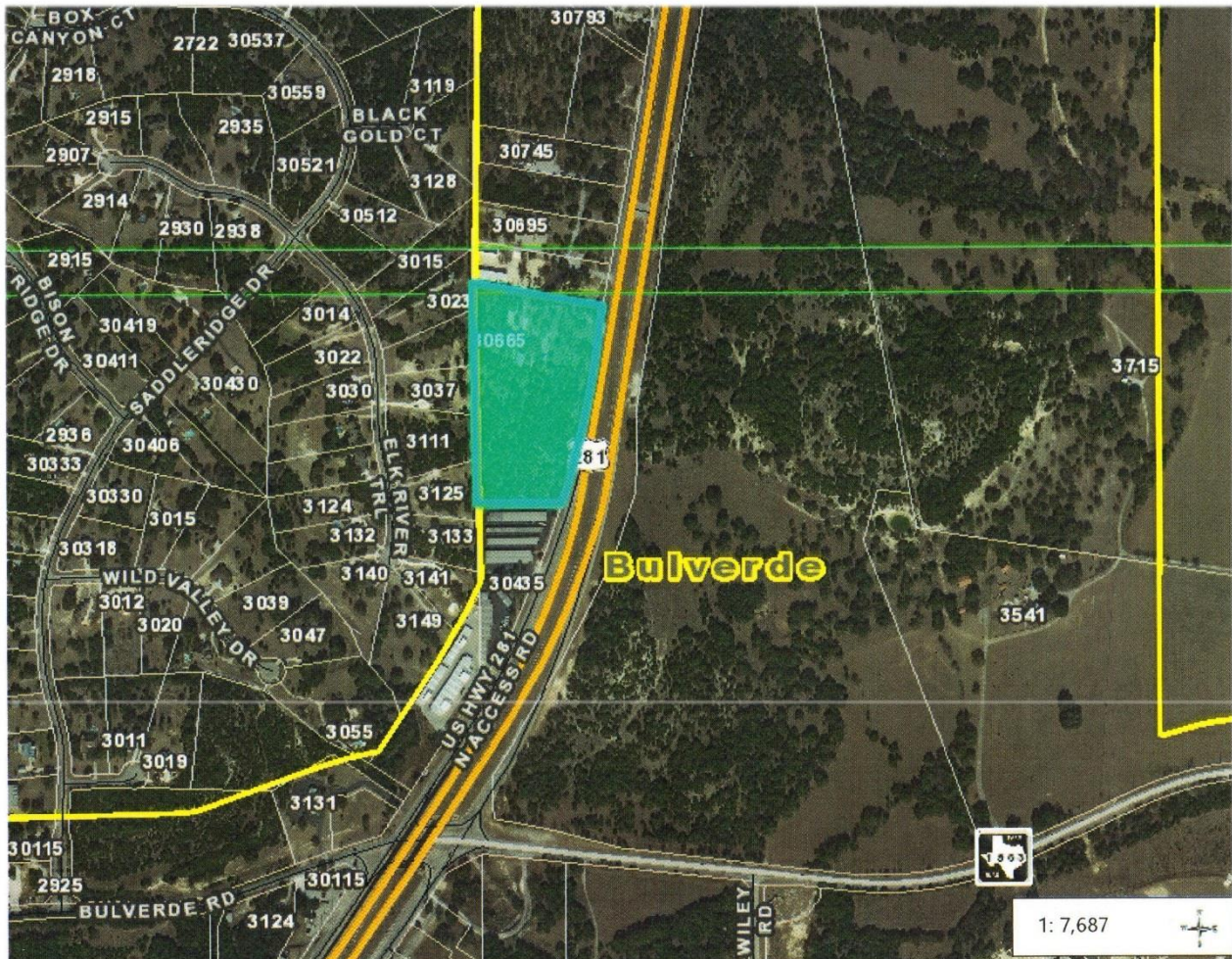
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## AERIAL MAP



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### City of Bulverde Zoning Map

Revised November 2019

#### Key to Features

- City Limits
- ETJ Boundary
- Streams
- Parcels

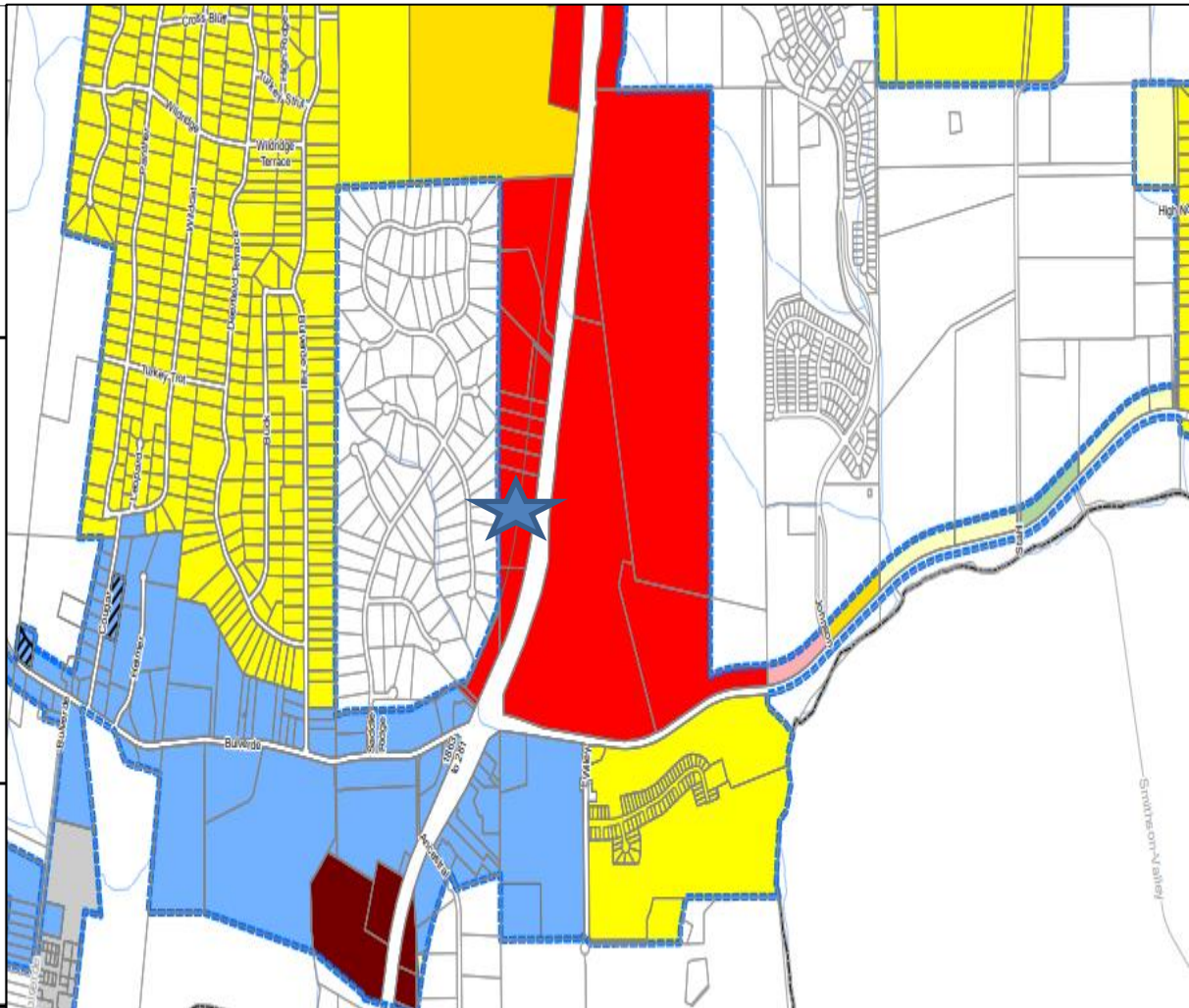
#### Zone

- AG
- AV
- R1
- R2
- R3
- R4
- R5
- C1
- C2
- C3
- PDD
- I1
- SUP



0 0.25 0.5  
Miles

1 inch = 0.25 miles



## C-2 Zoning

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**Sec. 14.04.002 Permitted uses**

The following uses shall be permitted in the zoning districts indicated either by right, by special use permit, or by permit of the city council or city manager.

|                                                 | AG | R-1 | R-2 | R-3 | R-4 | R-5 | C-1 | C-2 | C-3 | I-1 | AV |
|-------------------------------------------------|----|-----|-----|-----|-----|-----|-----|-----|-----|-----|----|
| Accessory building                              | X  | X   | X   | X   | X   | X   |     |     |     |     |    |
| Aerial surveying                                |    |     |     |     |     |     |     |     |     |     | X  |
| Aircraft fuel sales                             |    |     |     |     |     |     |     |     |     |     |    |
| Aircraft service/maintenance                    |    |     |     |     |     |     |     |     |     |     | X  |
| Airplane/airplane parts storage                 |    |     |     |     |     |     |     |     |     |     | X  |
| Airport/heliport/landing field                  |    |     |     |     |     |     |     |     |     |     | X  |
| Ambulance service, private                      |    |     |     |     |     |     |     |     | X   | X   |    |
| Amusement center - Inside activities only       |    |     |     |     |     |     | S   | S   | S   |     |    |
| Amusement center - Outside activities permitted |    |     |     |     |     |     |     | S   | S   |     |    |
| Animal clinic - Inside boarding only            |    |     |     |     |     |     | X   | X   | X   |     |    |
| Animal clinic - Outside boarding permitted      |    |     |     |     |     |     |     |     | X   | X   |    |
| Animal hospital - Inside boarding only          |    |     |     |     |     |     |     |     | X   |     |    |
| Animal hospital - Outside boarding permitted    |    |     |     |     |     |     |     |     | X   | X   |    |
| Antique store                                   |    |     |     |     |     |     | X   | X   | X   |     |    |
| Apartment home                                  |    |     |     |     |     | X   |     |     |     |     |    |
| Appliance repair                                |    |     |     |     |     |     |     |     | X   |     |    |
| Armory/munitions storage                        |    |     |     |     |     |     |     |     |     | S   |    |
| Art gallery                                     |    |     |     |     |     |     | X   | X   | X   |     |    |
| Assisted living facility                        |    |     |     |     |     | X   | X   | X   |     |     |    |
| Bakery, commercial                              |    |     |     |     |     |     |     |     |     | X   |    |
| Bakery, retail                                  |    |     |     |     |     |     | X   | X   | X   |     |    |
| Bank or financial institution                   |    |     |     |     |     |     | X   | X   | X   |     |    |

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|------------------------------------------------------------------|---|---|---|---|---|---|---|---|---|---|--|
| Bar/tavern/private club (5)                                      |   |   |   |   |   |   |   |   | X |   |  |
| Barber or beauty shop                                            |   |   |   |   |   |   | X | X | X |   |  |
| Barn - Livestock/farm equipment/farm supply storage              | X |   |   |   |   |   |   |   |   |   |  |
| Bed-and-breakfast inn (3)                                        | S | S | S | S |   |   | X | X | X |   |  |
| Bicycle sales/service                                            |   |   |   |   |   |   |   | X | X |   |  |
| Boat sales/service - Outside storage of boat inventory permitted |   |   |   |   |   |   |   |   | X |   |  |
| Body piercing/tattoo/permanent cosmetics studio                  |   |   |   |   |   |   |   |   | X |   |  |
| Book or stationery store                                         |   |   |   |   |   |   | X | X | X |   |  |
| Brewery, large-scale production (5)                              |   |   |   |   |   |   |   |   |   | X |  |
| Building materials sales - Outside storage permitted             |   |   |   |   |   |   |   |   | X |   |  |
| Business/professional/administrative/                            |   |   |   |   |   |   |   |   |   |   |  |
| medical/dental office                                            |   |   |   |   |   |   | X | X | X | X |  |
| Cabinet shop                                                     |   |   |   |   |   |   |   |   | X | X |  |
| Camera/photographic supply/equipment shop                        |   |   |   |   |   |   | X | X | X |   |  |
| Car title loan business                                          |   |   |   |   |   |   |   | S | S |   |  |
| Car wash                                                         |   |   |   |   |   |   |   | X | X |   |  |
| Caretaker's quarters                                             | X | X | S |   |   |   |   |   |   |   |  |
| Caretaker's quarters, resident manager                           |   |   |   |   |   |   |   |   | X | X |  |
| Catering service                                                 |   |   |   |   |   |   |   | X | X |   |  |
| Cemetery/mausoleum                                               |   |   |   |   |   |   |   |   |   |   |  |
| Check-cashing business                                           |   |   |   |   |   |   |   |   | S | S |  |
| Church or other place of worship                                 |   | S | S | S | S | S | S | S | S | S |  |
| Clothing/apparel store                                           |   |   |   |   |   |   | X | X | X |   |  |
| Cluster home                                                     |   |   |   |   |   |   |   |   |   |   |  |
| College/university                                               |   |   |   |   |   |   |   |   | X |   |  |

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|------------------------------------------------------------------------------------------------|---|---|---|---|---|---|---|---|---|---|---|
| Community garden                                                                               | X |   |   |   |   |   | X |   |   |   |   |
| Concrete/asphalt batch plant                                                                   |   |   |   |   |   |   |   |   |   | S |   |
| Condominium home                                                                               |   |   |   |   |   | X |   |   |   |   |   |
| Construction field office                                                                      |   | P | P | P | P | P | P | P | P | P | P |
| Contractor 's office - No outside storage                                                      |   |   |   |   |   |   | X | X | X | X |   |
| Contractor's office - Outside storage permitted                                                |   |   |   |   |   |   |   |   |   | X |   |
| Convenience store                                                                              |   |   |   |   |   |   |   |   | X |   |   |
| Convenience store with gasoline sales                                                          |   |   |   |   |   |   |   |   | X |   |   |
| Country club, private                                                                          |   | S | S | S | S |   |   |   |   |   |   |
| Dance hall                                                                                     |   |   |   |   |   |   |   |   | X | X |   |
| Data center                                                                                    |   |   |   |   |   |   |   |   | X | X |   |
| Day care, adult                                                                                |   |   |   |   |   |   | X | X | X |   |   |
| Day care, child                                                                                |   |   |   |   |   |   | X | X | X |   |   |
| Day spa                                                                                        |   |   |   |   |   |   | X | X | X |   |   |
| Department store                                                                               |   |   |   |   |   |   |   |   | X |   |   |
| Distribution center (1)                                                                        |   |   |   |   |   |   |   |   |   | X |   |
| Driving instruction school                                                                     |   |   |   |   |   |   |   |   | X |   |   |
| Drug store/pharmacy                                                                            |   |   |   |   |   |   |   | X | X |   |   |
| Duplex home                                                                                    |   |   |   |   |   |   |   |   |   |   |   |
| Equipment rental, heavy/construction equipment - Outside storage of rental equipment permitted |   |   |   |   |   |   |   |   | X | X |   |
| Exterminating service                                                                          |   |   |   |   |   |   |   |   |   | X |   |
| Fabric store                                                                                   |   |   |   |   |   |   | X | X | X |   |   |
| Farm equipment/supply sales - Outside storage of farm equipment permitted                      |   |   |   |   |   |   |   |   | X |   |   |
| Farmer's market                                                                                | P |   |   |   |   |   | P | P | P |   |   |
| Farming                                                                                        | X |   |   |   |   |   |   |   |   |   |   |

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|---------------------------------------------------------------------------------|---|---|---|---|---|---|---|---|---|---|--|---|
| Feed/grain/hay storage                                                          | X |   |   |   |   |   |   |   |   |   |  |   |
| Fine arts studio                                                                |   |   |   |   |   |   | X | X | X |   |  |   |
| Fine arts studio with small-scale production                                    |   |   |   |   |   |   |   |   | X | X |  |   |
| Fire, EMS facilities                                                            | S | S | S | S | S | S | X | X | X | X |  |   |
| Flight school                                                                   |   |   |   |   |   |   |   |   |   |   |  | X |
| Florist                                                                         |   |   |   |   |   |   | X | X | X |   |  |   |
| Food truck park                                                                 |   |   |   |   |   |   |   |   | S |   |  |   |
| Fraternal organization/civic club                                               |   |   |   |   |   |   | X | X | X |   |  |   |
| Funeral home/mortuary                                                           |   |   |   |   |   |   |   | X | X |   |  |   |
| Garden center                                                                   |   |   |   |   |   |   | X | X | X |   |  |   |
| Gardening                                                                       | X | X | X | X | X | X | X |   |   |   |  |   |
| Gasoline service station                                                        |   |   |   |   |   |   |   |   | X |   |  |   |
| Gift shop                                                                       |   |   |   |   |   |   | X | X | X |   |  |   |
| Glass sales, retail                                                             |   |   |   |   |   |   |   |   | X |   |  |   |
| Golf course, private                                                            |   | S | S | S | S |   |   |   |   |   |  |   |
| Golf course, public                                                             |   | S | S | S | S |   |   |   |   |   |  |   |
| Grocery store                                                                   |   |   |   |   |   |   |   | X | X |   |  |   |
| Guest house                                                                     | X | X | S |   |   |   |   |   |   |   |  |   |
| Halfway house/transitional home                                                 |   |   |   |   | S | S | S |   |   |   |  |   |
| Hardware store (4)                                                              |   |   |   |   |   |   |   | X | X |   |  |   |
| Health club/fitness center                                                      |   |   |   |   |   |   |   | X | X |   |  |   |
| Home decor/accessory sales                                                      |   |   |   |   |   |   | X | X | X |   |  |   |
| Home furniture/furnishings/appliance store                                      |   |   |   |   |   |   |   |   | X |   |  |   |
| Home improvement center - Outside storage of customary items permitted (1), (4) |   |   |   |   |   |   |   |   | X |   |  |   |
| Home office                                                                     | X | X | X | X | X | X |   |   |   |   |  |   |
| Hospital                                                                        |   |   |   |   |   |   |   |   |   |   |  |   |

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|---------------------------------------------------------------------------------------|---|--|--|--|---|--|---|---|---|---|--|
| Hotel                                                                                 |   |  |  |  |   |  |   |   | X |   |  |
| Household electrical/electronic equipment sales/repair - No outside storage           |   |  |  |  |   |  |   | X | X |   |  |
| Household equipment rental - No outside storage                                       |   |  |  |  |   |  |   | X | X |   |  |
| Household equipment rental - Outside storage of weather-resistant inventory permitted |   |  |  |  |   |  |   |   | X | X |  |
| Interior design/decorating studio                                                     |   |  |  |  |   |  | X | X | X |   |  |
| Jewelry store                                                                         |   |  |  |  |   |  | X | X | X |   |  |
| Landscape nursery, wholesale - Outside storage of plant inventory permitted           | X |  |  |  |   |  |   |   |   | X |  |
| Laundromat                                                                            |   |  |  |  |   |  |   | X | X |   |  |
| Laundry/dry cleaning pickup location                                                  |   |  |  |  |   |  | X | X | X |   |  |
| Laundry/dry cleaning plant                                                            |   |  |  |  |   |  |   |   |   | X |  |
| Lawnmower sales/service                                                               |   |  |  |  |   |  |   |   | X |   |  |
| Leather goods/luggage store                                                           |   |  |  |  |   |  | X | X | X |   |  |
| Liquor/wine package sales (5)                                                         |   |  |  |  |   |  |   | X | X |   |  |
| Locksmith                                                                             |   |  |  |  |   |  |   | X | X |   |  |
| Machine shop/metal fabrication/welding shop - No outside storage or operations        |   |  |  |  |   |  |   |   | X | X |  |
| Mailing service                                                                       |   |  |  |  |   |  | X | X | X |   |  |
| Manufactured home                                                                     |   |  |  |  | X |  |   |   |   |   |  |
| Manufacturing, heavy (1)                                                              |   |  |  |  |   |  |   |   |   | X |  |
| Manufacturing, light (1)                                                              |   |  |  |  |   |  |   |   | X | X |  |
| Martial arts school                                                                   |   |  |  |  |   |  |   | X | X |   |  |
| Massage therapy clinic (6)                                                            |   |  |  |  |   |  | X | X | X |   |  |
| Medical/dental lab                                                                    |   |  |  |  |   |  |   | X | X | X |  |
| Microbrewery/craft brewery (5)                                                        |   |  |  |  |   |  |   |   | X |   |  |
| Mini-warehouse (see self-storage)                                                     |   |  |  |  |   |  |   |   |   |   |  |

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|------------------------------------------------------------------------------------------------------|--|---|---|---|---|---|---|---|---|---|---|--|
| facility)                                                                                            |  |   |   |   |   |   |   |   |   |   |   |  |
| Minor emergency care/urgent care facility - Outpatient services only                                 |  |   |   |   |   |   |   | X | X |   |   |  |
| Mobile/manufactured home sales - Outside storage of home inventory permitted                         |  |   |   |   |   |   |   |   | X |   |   |  |
| Modular home                                                                                         |  |   |   |   | X |   |   |   |   |   |   |  |
| Motel                                                                                                |  |   |   |   |   |   |   |   | S | S |   |  |
| Motor vehicle body shop (1)                                                                          |  |   |   |   |   |   |   |   | X | X |   |  |
| Motor vehicle parts/accessory sales                                                                  |  |   |   |   |   |   |   |   | X |   |   |  |
| Motor vehicle rental - Outside storage of vehicle inventory permitted                                |  |   |   |   |   |   |   |   | X |   |   |  |
| Motor vehicle repair shop, major (1)                                                                 |  |   |   |   |   |   |   |   | X | X |   |  |
| Motor vehicle repair shop, minor (1)                                                                 |  |   |   |   |   |   |   | X | X | X |   |  |
| Motor vehicle sales/leasing center, new or used - Outside storage of vehicle inventory permitted (1) |  |   |   |   |   |   |   |   | X |   |   |  |
| Motor vehicle storage lot - Outside storage of vehicle inventory permitted                           |  |   |   |   |   |   |   |   | X |   |   |  |
| Movie theater (6)                                                                                    |  |   |   |   |   |   |   |   | X |   |   |  |
| Musical instrument sales/repair                                                                      |  |   |   |   |   |   |   | X | X |   |   |  |
| Neighborhood recreation/amenity center                                                               |  | X | X | X | X | X |   |   |   |   |   |  |
| Nonprofit/charitable/community service organization                                                  |  |   |   |   |   |   | X | X | X |   |   |  |
| Nursing home/skilled nursing center                                                                  |  |   |   |   |   | X |   | X | X |   |   |  |
| Office furniture/furnishings/supply/equipment sales                                                  |  |   |   |   |   |   |   | X | X |   |   |  |
| Optical goods store                                                                                  |  |   |   |   |   |   | X | X | X |   |   |  |
| Paint/wallpaper store                                                                                |  |   |   |   |   |   |   | X | X |   |   |  |
| Parking lot, accessory                                                                               |  |   |   |   |   | X | X | X | X | X | X |  |
| Parking lot or garage, commercial off-street                                                         |  |   |   |   |   |   |   |   | X | X |   |  |
| Parking lot, off-site                                                                                |  |   |   |   |   |   |   |   |   |   |   |  |

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|----------------------------------------------------------------------------------|---|---|---|---|---|---|---|---|---|---|---|--|
| Patio home                                                                       |   |   |   |   |   |   |   |   |   |   |   |  |
| Pawnshop                                                                         |   |   |   |   |   |   |   |   |   | X |   |  |
| Payday advance/loan business                                                     |   |   |   |   |   |   |   |   | S | S |   |  |
| Pet/pet supply sales/grooming                                                    |   |   |   |   |   |   |   | X | X |   |   |  |
| Pet boarding - Inside kennels only (7)                                           |   |   |   |   |   |   |   | X | X |   |   |  |
| Pet boarding - Outside kennels permitted (7)                                     | X |   |   |   |   |   |   |   |   |   |   |  |
| Photography studio                                                               |   |   |   |   |   |   | X | X | X |   |   |  |
| Picture framing shop                                                             |   |   |   |   |   |   | X | X | X |   |   |  |
| Plumbing parts/equipment sales/repair - No outside storage                       |   |   |   |   |   |   |   |   | X |   |   |  |
| Portable building sales - Outside storage of building inventory permitted        |   |   |   |   |   |   |   |   | X | X |   |  |
| Print shop, major                                                                |   |   |   |   |   |   |   |   |   |   | X |  |
| Print shop, minor                                                                |   |   |   |   |   |   |   | X | X |   |   |  |
| Psychic reader/fortune teller                                                    |   |   |   |   |   |   |   |   | S |   |   |  |
| Public buildings/facilities - Municipal, school district, county, state, federal |   |   |   |   |   |   |   |   |   |   |   |  |
| Public parks                                                                     | X | X | X | X | X | X | X | X | X | X | X |  |
| Public utility/utility district facility                                         |   |   |   |   |   |   |   |   |   |   |   |  |
| Quarry                                                                           |   |   |   |   |   |   |   |   |   |   | S |  |
| Radio/television/microwave/cell tower                                            |   |   |   |   |   |   |   |   |   |   |   |  |
| Radio/television studio                                                          |   |   |   |   |   |   |   |   | X |   |   |  |
| Real estate sales office, temporary                                              |   |   | X | X | X | X |   |   |   |   |   |  |
| Rehabilitation center                                                            |   |   |   |   |   |   |   | X | X |   |   |  |
| Resident manager/caretaker quarters                                              |   |   |   |   |   |   |   |   | S | S |   |  |
| Resort                                                                           |   |   |   |   |   |   |   |   |   |   |   |  |
| Restaurant, dine-in                                                              |   |   |   |   |   |   |   | X | X |   |   |  |
| Restaurant with drive-through or drive-in service (2)                            |   |   |   |   |   |   |   | X | X |   |   |  |

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|                                                    |   |   |   |   |   |   |   |   |   |   |  |
|----------------------------------------------------|---|---|---|---|---|---|---|---|---|---|--|
| Retail center, convenience (4)                     |   |   |   |   |   |   | X | X | X |   |  |
| Retail center, neighborhood/community (4)          |   |   |   |   |   |   |   | X | X |   |  |
| Retail center, regional (4)                        |   |   |   |   |   |   |   |   | X |   |  |
| Riding academy/stables, commercial                 | X |   |   |   |   |   |   |   |   |   |  |
| Rifle/pistol/archery range                         |   |   |   |   |   |   |   |   | S | S |  |
| School, private/parochial                          | S | X | X | X | X | X | X | X | X |   |  |
| School, public                                     | S | X | X | X | X | X | X | X | X |   |  |
| Scientific/research/development laboratory         |   |   |   |   |   |   |   |   | X | X |  |
| Self-storage facility (1)                          |   |   |   |   |   |   |   |   | X | X |  |
| Shoe repair                                        |   |   |   |   |   |   | X | X | X |   |  |
| Showroom (1)                                       |   |   |   |   |   |   |   |   | X | X |  |
| Sign printing shop                                 |   |   |   |   |   |   |   | X | X | X |  |
| Sign manufacturing                                 |   |   |   |   |   |   |   |   | X | X |  |
| Single-family home                                 | X | X | X | X | X |   |   |   |   |   |  |
| Sporting goods store                               |   |   |   |   |   |   |   | X | X |   |  |
| Surgical center                                    |   |   |   |   |   |   |   |   |   |   |  |
| Tailor shop/alterations                            |   |   |   |   |   |   | X | X | X |   |  |
| Technical/occupational training school             |   |   |   |   |   |   |   |   | X | X |  |
| Theater/stage/live performance venue - Inside (6)  |   |   |   |   |   |   |   | X | X |   |  |
| Theater/stage/live performance venue - Outside (6) |   |   |   |   |   |   |   |   |   |   |  |
| Thrift store/secondhand store - No outside storage |   |   |   |   |   |   |   |   | X |   |  |
| Tobacco shop                                       |   |   |   |   |   |   |   | X | X |   |  |
| Townhome                                           |   |   |   |   |   |   |   |   |   |   |  |
| Toy/hobby shop (4)                                 |   |   |   |   |   |   |   | X | X |   |  |
| Toy/hobby store (4)                                |   |   |   |   |   |   |   |   | X |   |  |

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|                                                                    |   |  |  |  |  |  |   |   |   |   |   |  |
|--------------------------------------------------------------------|---|--|--|--|--|--|---|---|---|---|---|--|
| Tree farm - Outside storage of tree inventory permitted            | X |  |  |  |  |  |   |   |   |   |   |  |
| Trophy store                                                       |   |  |  |  |  |  | X | X | X |   |   |  |
| Upholstery shop                                                    |   |  |  |  |  |  |   |   | X | X |   |  |
| Warehouse (1)                                                      |   |  |  |  |  |  |   |   |   |   | X |  |
| Wholesale establishment (1)                                        |   |  |  |  |  |  |   |   |   |   | X |  |
| Wind energy system                                                 |   |  |  |  |  |  |   |   |   |   |   |  |
| Wrecker service - No outside storage of vehicles except tow trucks |   |  |  |  |  |  |   |   |   |   | X |  |

(Ordinance 437, ex. A, adopted 9/13/16; Ordinance 668 adopted 10/12/21; Ordinance 679 adopted 12/14/21)

Uses not listed in this table, unless essentially the same as another listed use as determined by the city manager or designee, shall require a special use permit.

#### KEY

X = Permitted

S = Special use permit required

P = Special permission from the city council or city manager or designee required

#### NOTES

- (1) No overhead doors or blank, unadorned walls facing the street; all operations conducted indoors.
- (2) Subject to city review and approval of a traffic impact analysis.
- (3) Certificate of occupancy required.
- (4) Size limitations apply.
- (5) Subject to [article 4.02](#), Alcoholic Beverages, of the City of Bulverde Code of Ordinances, as amended.
- (6) Subject to [article 4.03](#), Sexually Oriented Businesses, of the City of Bulverde Code of Ordinances, as amended.
- (7) Subject to [chapter 2](#), Animal Control, of the City of Bulverde Code of Ordinances, as amended.

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11-2-2015



## Information About Brokerage Services

*Texas law requires all real estate license holders to give the following information about brokerage services to prospective buyers, tenants, sellers and landlords.*

### TYPES OF REAL ESTATE LICENSE HOLDERS:

- **A BROKER** is responsible for all brokerage activities, including acts performed by sales agents sponsored by the broker.
- **A SALES AGENT** must be sponsored by a broker and works with clients on behalf of the broker.

### A BROKER'S MINIMUM DUTIES REQUIRED BY LAW (A client is the person or party that the broker represents):

- Put the interests of the client above all others, including the broker's own interests;
- Inform the client of any material information about the property or transaction received by the broker;
- Answer the client's questions and present any offer to or counter-offer from the client; and
- Treat all parties to a real estate transaction honestly and fairly.

### A LICENSE HOLDER CAN REPRESENT A PARTY IN A REAL ESTATE TRANSACTION:

**AS AGENT FOR OWNER (SELLER/LANDLORD):** The broker becomes the property owner's agent through an agreement with the owner, usually in a written listing to sell or property management agreement. An owner's agent must perform the broker's minimum duties above and must inform the owner of any material information about the property or transaction known by the agent, including information disclosed to the agent or subagent by the buyer or buyer's agent.

**AS AGENT FOR BUYER/TENANT:** The broker becomes the buyer/tenant's agent by agreeing to represent the buyer, usually through a written representation agreement. A buyer's agent must perform the broker's minimum duties above and must inform the buyer of any material information about the property or transaction known by the agent, including information disclosed to the agent by the seller or seller's agent.

**AS AGENT FOR BOTH - INTERMEDIARY:** To act as an intermediary between the parties the broker must first obtain the written agreement of *each party* to the transaction. The written agreement must state who will pay the broker and, in conspicuous bold or underlined print, set forth the broker's obligations as an intermediary. A broker who acts as an intermediary:

- Must treat all parties to the transaction impartially and fairly;
- May, with the parties' written consent, appoint a different license holder associated with the broker to each party (owner and buyer) to communicate with, provide opinions and advice to, and carry out the instructions of each party to the transaction.
- Must not, unless specifically authorized in writing to do so by the party, disclose:
  - o that the owner will accept a price less than the written asking price;
  - o that the buyer/tenant will pay a price greater than the price submitted in a written offer; and
  - o any confidential information or any other information that a party specifically instructs the broker in writing not to disclose, unless required to do so by law.

**AS SUBAGENT:** A license holder acts as a subagent when aiding a buyer in a transaction without an agreement to represent the buyer. A subagent can assist the buyer but does not represent the buyer and must place the interests of the owner first.

### TO AVOID DISPUTES, ALL AGREEMENTS BETWEEN YOU AND A BROKER SHOULD BE IN WRITING AND CLEARLY ESTABLISH:

- The broker's duties and responsibilities to you, and your obligations under the representation agreement.
- Who will pay the broker for services provided to you, when payment will be made and how the payment will be calculated.

**LICENSE HOLDER CONTACT INFORMATION:** This notice is being provided for information purposes. It does not create an obligation for you to use the broker's services. Please acknowledge receipt of this notice below and retain a copy for your records.

|                                                                       |             |                           |              |
|-----------------------------------------------------------------------|-------------|---------------------------|--------------|
| Keller Williams Realty - Heritage                                     | 434367      | Heritage@mykwsa.com       | 210-493-3030 |
| Licensed Broker /Broker Firm Name or<br>Primary Assumed Business Name | License No. | Email                     | Phone        |
| Lisa Munoz                                                            | 488746      | lmunoz@mykwsa.com         | 210-493-3030 |
| Designated Broker of Firm                                             | License No. | Email                     | Phone        |
| Stephanie Williams                                                    | 601297      | swilliams@mykwsa.com      | 210-323-3322 |
| Licensed Supervisor of Sales Agent/<br>Associate                      | License No. | Email                     | Phone        |
| Mark Hampton                                                          | 464012      | Mark@MarkHamptonHomes.com | 210-823-8611 |
| Sales Agent/Associate's Name                                          | License No. | Email                     | Phone        |

Buyer/Tenant/Seller/Landlord Initials Date

Regulated by the Texas Real Estate Commission

Information available at [www.trec.texas.gov](http://www.trec.texas.gov)

Keller Williams -Heritage -New Braunfels  
Business Center

453 W. San Antonio St. New Braunfels, TX 78130

Mark Hampton

IABS 1-0  
TXR 2501

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