

**PLANNING AND ZONING COMMISSION  
FEBRUARY 24, 2021  
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

**P&Z PRESENT**

Diana Izaguirre  
Debra Alvarez  
Bealinda De Forest  
Jasen Hardison  
Hector Moreno  
Javier Barrera

**P&Z ABSENT**

Raquenel Austin

**STAFF PRESENT**

Susana De Luna  
Irasema Dimas  
Jessica Munoz  
Alex Hernandez  
Cynthia Gonzalez

**GUESTS PRESENT**

Eduardo Careaga  
Velma Olivarez  
Juan Muniz

**CALL TO ORDER**

Chairwoman Diana Izaguirre called the meeting to order at 5:32 p.m.

**CITIZENS PARTICIPATION**

Chairwoman Diana Izaguirre asked if there was any citizen's participation.

There was none.

**APPROVAL OF MINUTES FOR FEBRUARY 10, 2021**

Chairwoman Izaguirre asked if there were any corrections to the minutes for February 10, 2021. Mrs. Debra Alvarez moved to approve the minutes as presented. Mrs. Bealinda De Forest seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:34 p.m.**

**Ended: 5:34 p.m.**

**Item #1.1**

**Rezoning:**

**A 39.27 acre tract of land out of  
Lot 41, John H. Shary Subdivision  
5101 Anzalduas Hwy  
AO-I to I-1  
Cascade Real Estate Operating, LP**

No Action Taken

**Started: 5:34 p.m.**

**Ended: 5:40 p.m.**

**Item #1.2**

**Rezoning:**

**A tract of land out of the Northwest 9.96  
Acres of Lot 203, John H. Shary Subdivision  
719 Ragland  
R-1T to C-4  
Eduardo Careaga**

Ms. De Luna went over the write-up stating that site was located 800' south of Business Highway 83 along the west side of Ragland Drive.

**SURROUNDING ZONES:** N: C-4 Heavy Commercial & R-3 Multi-Family Residential  
E: R-3 – Multi-Family Residential  
W: R-2 – Duplex Fourplex Residential  
S: R-4 – Mobile & Modular Home

**EXISTING LAND USES:** N: Apartments  
E: Vacant  
W: Apartments  
S: Mobile Home Park  
Site: Commercial Building

**FLUM:** General Commercial (GC)

**REVIEW COMMENTS:** The proposed zone complies with the City's Future Land Use Map, and surrounding land uses; thus, R-1T is a less dense land use and a good fit as everything south and west of this property is Moderate Density Residential.

**RECOMMENDATION:** Staff recommends denial of a C-4, and approval of a C-3 zone.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre asked if the board had any questions.

Mrs. Debra Alvarez asked what is the current building used for?

Ms. De Luna stated It was a day care, and was closed a year ago. The applicant rezoned the property for townhouses but had issues and wants to revert to a C-3 zone.

Mr. Jason Hardisen asked if a C-3 would be granted, would it allow him to have his project?

Ms. De Luna stated a C-3 would allow him to use his property as commercial. Ms. De Luna added that in the future if he would like to develop his property to a R-1T he would need to apply for a conditional use permit or rezone the property.

Mr. Eduardo Careaga stated that the reason for the rezone is to make money to be able to finish the drainage process for the subdivision.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mrs. Debra Alvarez moved to deny the C-4 request and approve a C-3 zone as per staff's recommendation. Mr. Jasen Hardisen seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:40 p.m.**

**Ended: 5:42 p.m.**

**Item #1.3**

**Rezoning: Lot 7, Block 106, Original Townsite of Mission  
601 Doherty Avenue  
C-1 to C-2  
Velma Olivarez**

Ms. De Luna went over the write-up stating that site was located at the NW corner of 6<sup>th</sup> Street and Doherty Avenue.

**SURROUNDING ZONES:** N: R-1 – Single Family Residential  
E: R-1 – Single Family Residential  
W: C-3 – General Business  
S: R-1 – Single Family Residential

**EXISTING LAND USES:** N: Single Family Residential  
E: Church  
W: Commercial  
S: Single Family Residential  
Site: Vacant

**FLUM:** General Commercial (GC)

**REVIEW COMMENTS:** The proposed zone complies with the City's Future Land Use Map, and surrounding land uses.

**RECOMMENDATION:** Staff recommends approval.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre asked if the board had any questions.

Mrs. Alvarez asked what the property would be used for?

The applicant Mrs. Velma Olivarez stated it would be used for a daycare.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Jasen Hardisen moved to approve the request as per staff's recommendation. Mrs. Debra Alvarez seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:48 p.m.**

**Ended: 5:51 p.m.**

**Item #1.4**

**Conditional Use Permit: To Keep a Portable Building for  
Sales Office Use  
1523 E. Interstate Highway 2**

**Lot 6, Henry Saenz Subdivision  
C-4  
Twin Auto Plex, LLC**

Ms. De Luna went over the write-up stating that site was located on the NW corner of Interstate Highway 2 and Stewart Road. The request is to keep a portable building to be used as a sales office for the sale of automobiles. This same portable building has been used as a sales office since January 26, 2005. Since the CUP is not transferable to others, the applicant desires his own CUP to continue the use of the portable building as a sales office. It is noted that Lots 1-5 of this subdivision all have portable buildings thereon that are also used as automobile sales offices.

- **Hours of Operation:** Monday to Friday from 8 am to 6 pm and Saturdays from 8 am to 4 pm
- **Staff:** 2 employees
- **Parking & Landscaping:** A 193' X 84' asphalt area exists in the front of the building. It will serve as the display area for the vehicles and parking for patrons as well. A minimum of 5 parking spaces are required for the proposed use based on the square footage of the building. Staff observes that the lot is in a highly visible area—NW corner area of U.S. Expressway 83 and Stewart Road. Like we have done with the other existing auto and truck sales dealers in the area, we are asking that the applicant improve the landscaping in the front display area of the lot.

**RECOMMENDATION:** Staff recommends approval subject to: 1) 1 year re-evaluation to assess this new operation, 2) 5 paved parking spaces being restriped for customer and employee parking, 3) Compliance with the Sign Ordinance 4) Acquisition of a Business License, and 5) Compliance with Section 1.57-3 of the Landscaping and Buffering Code on outside storage. Regarding the later condition of approval, the rear storage area of the site must be completely screened from public view.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre asked if the board had any questions.

Mrs. Alvarez asked it's the same portable building, but a different applicant?

Ms. De Luna stated "yes" it's a new applicant.

Ms. Izaguirre stated it looks nice.

Ms. De Luna mentioned they remodeled the portable building and we are asking for more landscaping, and to screen the back for storage of the vehicles.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mrs. Debra Alvarez moved to approve the request as per staff's recommendation. Mrs. Bealinda De Forest seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:46 p.m.**

**Ended: 5:50 p.m.**

**Item # 2.0**

**Site Plan Approval:** Construction of 12 Apartments  
921 Jay Avenue  
Lot 2, Leonard Subdivision  
R-3  
Juan Muniz

Ms. De Luna went over the write-up stating that site was located approximately on the west side of Jay Avenue near the Clay Tolle Street and Jay Avenue. Site Plan approval is required prior to permit issuance for multi-unit complexes of five or more.

**PROPOSAL:** To build a one 2-story complex containing 12 one-bedroom apartments for a total of 8,288 sq. ft. Each apartment will be 544 sq. ft. all divided by 1 hr. rated firewalls.

**SETBACKS:** The minimum required setbacks based on the subdivision are: Front: 30', Rear: 15', Sides: 6'. All setbacks are being met.

**PARKING:** The 12 units are calculated to require 24 parking spaces based on 2 parking spaces per 1 unit. The applicant is proposing 24, thus meeting code.

**LANDSCAPING:** Based on the landscaping code 1 shade/ornamental tree is required for every two apartment units. The developer is proposing 6 trees and a combination of plants, and shrubs, thus complying to code. The developer is also proposing two water detention ponds along the east and west side of the parking lot and 2 lighting poles within the parking lot.

**OTHER COMMENTS:**

- Payment of Capital Sewer Recovery Fee (12 units x \$250 = 3,000)
- Payment of Park Fees (12 units x \$500 = \$6,000)

**RECOMMENDATION:** Staff recommends approval subject to: 1) Compliance with all building and fire codes, and 2) Payment of park & capital sewer recovery fees

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Debra Alvarez moved to approve the request as per staff's recommendation. Mrs. Bealinda De Forest seconded the motion. Upon a vote, the motion passed unanimously.

**ITEM #4.0**

**OTHER BUSINESS**

**ITEM #5.0**

**ADJOURNMENT**

There being no further items for discussion, Mrs. Bealinda De Forest moved to adjourn the meeting. Mr. Jasen Hardisen seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 5:50 p.m.

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Diana Izaguirre, Chairwoman  
Planning and Zoning Commission