

**PLANNING AND ZONING COMMISSION**  
**MAY 1, 2024**  
**CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

**P&Z PRESENT**

Kevin Sanchez  
J.D Villarreal  
Connie Garza  
Jasen Hardison

**P&Z ABSENT**

Diana Izaguirre  
Raquenel Austin  
Omar Guevara  
Steven Alaniz

**STAFF PRESENT**

Susana De Luna  
Jessica Munoz  
Alex Hernandez  
Irasema Dimas

**GUEST PRESENT**

Pedro Ayala  
Olivia Libby Pena  
Rolando Pena  
Charles Wills  
Janice Wills  
Wendy Roberts  
Kevin Roberts  
Maria G. Cantu  
Julia V. Garcia  
Jose L. Garcia  
Zoreida Lopez  
Manfred Schuller  
Emmanuel Eben  
Glenda Garcia  
Karla Garcia  
Aaron Balli  
Steven Ricci  
Patricia Ricci  
John Crouch  
Alden Robert Rush

**CALL TO ORDER**

Vice Chairman Mr. Kevin Sanchez called the meeting to order at 5:35 p.m.

**CITIZENS PARTICIPATION**

Vice Chairman Mr. Kevin Sanchez asked if there was any citizen's participation.

There was none.

**APPROVAL OF MINUTES FOR APRIL 17, 2024**

Vice Chairman Mr. Kevin Sanchez asked if there were any corrections to the minutes for April 17, 2024. Mr. J.D. Villarreal moved to approve the minutes. Mr. Jasen Hardison seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:36 p.m.**

**Ended: 5:49 p.m.**

**Item #1.1**

**Rezoning:**

- Tract #1:** A tract of land containing 1.52 acres,  
more or less, out of a 3.56 acre tract out  
of Lot 285, John H. Shary Subdivision  
&  
**Tract #2:** A 1.76 acre tract of land out of  
Lot 285, John H. Shary Subdivision  
AO-I to C-3

Rolando & Olivia Pena

Ms. Susie De Luna went over the write-up stating the subject site is located approximately 330' south of E. Mile 2 Road along the east side of Shary Road.

**SURROUNDING ZONES:** N: C-2 & R-1A – Neighborhood Commercial & Large Lot  
Single Family  
E: R-1 – Single Family Residential  
W: R-1 – Single Family Residential  
S: R-1 – Single Family Residential

**EXISTING LAND USES:** N: Commercial & Residential  
E: Residential  
W: Residential  
S: Residential  
Site: Residential & Acreage

**FLUM:** Lower Density Residential (LDA)

**REVIEW COMMENTS:** The proposed zone does not comply with the City's Future Land Use Map, and surrounding land uses. The Future Land Use Map is a tool used by staff to determine what the City envisions in the area; however, it can be amended from time to time. Staff notes that these tracts of land are mainly surrounded by residential homes, although there is a C-2 (Neighborhood Commercial Zone), immediately north of the property, which are typically seen or located in major intersections only. Staff mailed 34 notices to property owners within a 200' radius of the site to solicit comments in favor or against this request. As of the date of this write-up, staff has not received any comments. The request before the Board is for an even higher density, than what's in the area for that reason staff cannot support the request.

**RECOMMENDATION:** Staff recommends denial

Vice Chairman Mr. Kevin Sanchez asked if there was any input in favor or against the request.

Mr. Charles Wills stated he lives at 2403 E. 35<sup>th</sup> Street. He stated no one in the neighborhood is wanting the property to be rezoned to a C-3. He stated that he believes that has 17 homes signed up on the petition he provided to staff and board members. He stated that he didn't realize that Stonegate Drive received notices. He stated he is opposed to anything above a C-1. He just doesn't want any bars or restaurants or any retail center in the neighborhood. He stated that the traffic in the area is already congested.

Mr. Manfred Schuller live in Lot 34 Shary Forest 2, he stated he is against any rezoning even though he had signed the petition for a C-1 because of the noise coming from the gas station and the music and everything in the area.

Mr. Kevin Roberts lives at 3102 Woodfair court, he stated he opposed the rezoning for being zone to a C-3.

Mr. Jose Garcia lives in lot 8 at 2401 E. 35<sup>th</sup> Street, he stated he was opposed of the rezoning reason being the 7-11 gas station is nosy and adding a C-3 would be more noise from both businesses.

Ms. Maria Cantu lives at 3103 Woodfair Court, stated she opposed the property to be rezoned into a C-3. She stated she agrees with a C-1 but definitely not a C-3. She stated they have swimming pools and backyards where their children play. She stated there is no way for children to be playing in the backyard without worrying.

Mr. Steven Ricci & Mrs. Patricia Ricci lives at 1301 Woodfair court, he stated they opposed a C-3. He asked if it was to be zoned to a C-1 what is allowed to be put on the property?

Vice Chairman Mr. Kevin Sanchez stated the C-1 zone is for office buildings.

Ms. Susie De Luna stated the C-1 zoning allows any office space for an attorney, real estate, dentist and doctor office space. She stated the business normally is allowed to be open from 8 am -5 pm latest would be 6pm or 7 pm.

Mrs. Patricia Ricci asked if it would allow a restaurant?

Ms. Susie De Luna stated no.

Mr. Steven Ricci stated he would opposed to a C-3.

Mr. John Crouch lives at 3000 N. Shary Road, he stated he would be opposed to a C-3 reason being because it is a residential area and they already seen an encroachment from the 7-11 gas station. He stated the traffic isn't situated in the area the entrances and exits on Shary Road that they have now is very congested. He stated there has been fatality accidents on the intersection in the corner of Shary Road. He stated that he doesn't see the liability of adding additional entrances and exits on Shary Road.

Mr. Alden Robert Rush lives at 2407 E. 35<sup>th</sup> Street, he stated he opposed anything from a C-2 and C-3. He stated he agrees to a C-1 reason being he has kids that play in the backyard. He stated that he doesn't want any extra traffic and noise in the neighborhood from any restaurant or bar.

Vice Chairman Mr. Kevin Sanchez asked if there was any input in favor of the request.

Mrs. Oliva & Mr. Rolando Pena wanting to rezone for the sole purpose of selling the property. She stated that they feel their property has the potential of retail. Mr. Rolando Pena stated that they are thinking of lowering the zoning from a C-2 or C-1.

Vice Chairman Mr. Kevin Sanchez entertained a motion to close the public hearing. Mr. Jasen Hardison moved to close the public hearing. Ms. Connie Garza seconded the motion. Upon a vote, the motion passed unanimously.

Ms. Connie Garza asked if the applicant is thinking of changing the zone to C-1. Do they take no action so they don't have wait for the time period to submit the request?

Ms. Susie De Luna stated that if the P&Z board is considering a C-1 they are able to down zone. She stated the board can deny the C-2 and approve the C-1. She stated that would be the recommendation forward to the city council. She stated so the applicant doesn't have to restart the process all over again. she stated since they are requesting a high zone the board can down zone to a C-1 but the board can't motion a C-1 to a C-3.

Vice Chairman Mr. Kevin Sanchez asked the applicant if they have a buyer in mind yet or potential developer to do with the property?

Mrs. Olivia & Mr. Rolando Pena stated no.

Mr. J.D Villarreal stated from his understanding the developer is considering a C-2.

Ms. Susie stated the applicant is wanting a C-2 or C-1.

Mr. J.D Villarreal stated the opposition is not wanting a C-2.

Ms. Susie De Luna stated the opposition is only considering a C-1.

There being no further discussion, Vice Chairman Mr. Kevin Sanchez entertained a motion. Mr. J.D Villarreal moved to deny the rezoning request of a C-3 and approve a C-1. Ms. Connie Garza seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:49 p.m.**

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

**Item #1.2**

**Conditional Use Permit:**

**Mobile Food Truck- Churros Don Ramon  
2509 Colorado Street, Ste. 201  
Lot 1, Block 2, Santa Lucia Development  
C-3  
Juan Chapa**

Ms. Susie De Luna went over the write-up stating the site is located near the NW corner of Colorado and Taylor Road along the north side of Colorado Street – **see vicinity map**. The applicant is leasing a space on the Mobile Food Park and would like to place his mobile food truck to offer Churros (Mexican deep-fried pastry's). Access to the site will be provided off of Colorado or Taylor Road through existing 24' driveways.

- **Days & Hours of Operation:** Tuesday – Sunday from 5:00 pm to 10:00 pm
- **Employees:** 2 employees
- **Parking & Landscaping:** The Mobile Food Park measures 134' x 72' for a total of 9,648 sq. ft. Based on the square footage they are required 23 parking spaces. The landlord has a total of 67 parking spaces available for this area and has submitted a written agreement to use the parking spaces from the commercial plaza if needed.
- **Other Requirements:** Must comply with all Building, Fire and Health Codes.

**REVIEW COMMENTS:** Staff mailed out 17 notices to property owners within 200' radius and staff has not received any comments in favor or against the request.

**RECOMMENDATION:** Staff recommends approval subject to:

- 1) 1 yr. re-evaluation in order to assess this new operation,
- 2) Must comply with all City Codes (Building, Fire, Health, etc.) and
- 3) Must acquire a business license prior to occupancy.

Vice Chairman Mr. Kevin Sanchez asked if there was any input in favor or against the request.

There was none.

Vice Chairman Mr. Kevin Sanchez entertained a motion to close the public hearing. Mr. Jasen Hardison moved to close the public hearing. Ms. Connie Garza seconded the motion. Upon a vote, the motion passed unanimously.

There being no discussion, Vice Chairman Mr. Kevin Sanchez entertained a motion. Ms. Connie Garza moved to approve the conditional use permit. Mr. Jasen Hardison seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:51 p.m.**

**Ended: 5:53 p.m.**

**Item #2.0**

**Single Lot Variance:**

**A 1.0 Acre tract of land, more or less,  
out of Lot 263, John H. Shary Subdivision  
2506 N. Glasscock Road  
R-1A  
Everardo P. Sustaita**

Mr. Alex Hernandez went over the write-up stating the site is located at the southeast corner of N. Glasscock Road and E. 25<sup>th</sup> ½ Street. The property measures 234' x 165' for a total of 38,610 sq.ft. The owner is proposing to build a residential home. Currently, the property is vacant.

**WATER:** There is an existing 8" water line along N. Glasscock Road and E. 25<sup>th</sup> ½ Street. Water service is readily available. There is also an existing fire hydrant at this same intersection therefore this requirement is fulfilled.

**SEWER:** The property has access to an existing 8" sanitary sewer line located along the north ROW of E. 25<sup>th</sup> ½ Street. Since this property had sewer service prior, the capital fee will not be needed.

**STREETS:** The property has frontage to N. Glasscock Road and E. 25<sup>th</sup> ½ Street. This lot will require an additional 10' ROW dedication along N. Glasscock Road. A streetlight can be found on front of this site and on the NE corner of the same intersection. There is no need for additional street lights at this location.

#### **OTHER COMMENTS**

- Park Fee is required at \$500 (per lot).
- Provide proof of exclusion from the Water District
- Comply with the 50yr storm detention requirements

**RECOMMENDATION:** Staff recommends approval subject to

1. Dedication of an additional 10' ROW along N. Glasscock Road
2. Provide proof of water district exclusion
3. Payment of Park fee, and
4. Comply with the 50 year storm detention code

Vice Chairman Mr. Kevin Sanchez asked if the board had any questions.

There being no discussion, Vice Chairman Mr. Kevin Sanchez entertained a motion. Mr. Jasen Hardison moved to approve the Single Lot Variance. Ms. Connie Garza seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:53 p.m.**

**Ended: 5:55 p.m.**

**Item #2.1**

**Site Plan Approval:**

**Construction of a Commercial Plaza  
(Griffin Plaza - 929 E. Griffin Parkway)  
Being 0.462 of one acre out of Lot 25-9,  
West Addition to Sharyland Subdivision  
C-2  
Emmanuel Eben**

Mr. Alex Hernandez went over the write-up stating the subject site is located approximately ¼ mile east of N. Mayberry Road on the north side of E. Griffin Parkway. The developer is proposing one main structure with two suites on a vacant tract of land. This site pre-exists the 1974 subdivision code, therefore is considered a Lot of Record and does not required further subdividing nor the need to obtain a single lot variance.

Upon reviewing the site plan, main access will be from Griffin Parkway. The building size will have a grand total of 4,128 sq. ft. which will consist of 2 office spaces. Office space 1 will measure 1,548 sq. ft. and office space 2 will measure 2,580 sq. ft.

The front building setback is approximately 102' from the property line and all other setbacks are to comply with zoning ordinance, easements or greater as per site plan.

A total of 13 parking spaces will be allocated to serve the Plaza, 2 being handicapped stalls. There is a proposed fire hydrant and its assemblies to be located on the west side entrance. Fire lanes will be noted at restricted locations throughout the parking zone.

Storm drainage will be addressed by grading, capturing, and diverting storm water into proposed detention areas located at the front of the property and ultimately draining into an existing storm inlet along Griffin Pkwy. Landscaping is to comply with the City's regulations and code ordinances and a Lighting Plan has been reviewed so that nearby residential properties won't be affected.

**OTHER COMMENTS:**

1. 1 enclosed dumpster will be located within the Lot to be screened with a 6' block fence and opaque (solid) gates.
2. Sign permits will be required per tenant.
3. Buffer fence to be installed at perimeter of property abutting any residential lots.

**RECOMMENDATION:** Staff recommends approval.

Vice Chairman Mr. Kevin Sanchez asked if the board had any questions.

There was none.

There being no discussion, Vice Chairman Mr. Kevin Sanchez entertained a motion. Mr. Jasen Hardison moved to the approve the site plan approval. Mr. J.D Villarreal seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:55 p.m.**

**Ended: 5:57 p.m.**

**Item #2.2**

**Preliminary & Final**

**Plat Approval:**

**Stewart Cove Phase II Subdivision**

**A 2.97 acre tract of land out of the**

**South 24.44 acres of Lot 26-12,**

**West Addition to Sharyland**

**R-1A**

**Developer: Aaron H. Balli, Jr.**

**Engineer: Hinojosa Engineering, Inc.**

Mr. Alex Hernandez went over the write-up stating the subject site is located on the southwest corner of N. Stewart Road and Solar Drive. — **see vicinity map**. The tract is currently vacant with a proposed land use for 8 residential lots. — see plat for actual dimensions, square footages, and land uses.

**WATER:** The developer is proposing to connect to an existing 8" water line located along the west R.O.W. of N. Stewart Road and extend an 8" water line through the site providing water service to each lot. It will be looped to the north connecting into the existing adjacent subdivision. There is 1 proposed fire hydrant via direction of the Fire Marshal's office.

**SEWER:** The developer will connect to an existing sewer line located north of this site along the north ROW of Solar Drive and extend south into the subdivision with an 8" PVC line to collect from all lots abutting to the proposed street which will end with a standard MH on front of Lot 23. All lots will be stubbed opposite of the water meter with a 4" PVC line. The Capital Sewer Recovery Fee is required at \$200.00/Lot which equates to \$1,600.00 (\$200 x 8 Lots).

**STREETS & STORM DRAINAGE:** The subdivision will have access from Solar Drive and end at a cul-de-sac. The street design will include a 50' ROW in a proposed 32' B-B paved street complete with curb & gutters.

The site lies within a Zone C flood zone as per FIRM panel No. 480344 0400C. The site will sheet flow rainfall onto the proposed street to flow north into existing inlets within Solar Drive the runoff will be detained on-site in a proposed swale and discharge onto an existing City of Mission 24" RCP storm drain line which ultimately drains to the HCDD No. 1 ditch approximately 950' north of this site. The City Engineer has reviewed and approved the drainage report.

**OTHER COMMENTS:**

1. Water District exclusions
2. Payment of Park fees (\$500x8Lot=\$4,000.00)
3. Submittal of a street light and sign layout

**RECOMMENDATION:** Staff recommends approval.

Vice Chairman Mr. Kevin Sanchez asked if the board had any questions.

There was none.

There being no discussion, Vice Chairman Mr. Kevin Sanchez entertained a motion. Ms. Connie Garza moved to approve the subdivision. Mr. J.D Villarreal seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:57 p.m.**

**Ended: 5:59 p.m.**

**Item #2.3**

**Preliminary & Final  
Plat Approval:**

**The Heights at Inspiration Subdivision Phase I  
Being 9.277 acres out of Lot 35-1  
West Addition to Sharyland  
Suburban ETJ  
Developer: Gustavo Cavazos  
Engineer: MAS Engineering, LLC.**

Mr. Alex Hernandez went over the write-up stating the subject site is located on the east side of Inspiration Road 2/3 of a mile north of West Mile 3 Rd. — **see vicinity map**. The developer is proposing 31 Duplex-Fourplex Residential lots — see plat for actual dimensions, square footages, and land uses.

### **WATER**

The water CCN belongs to Sharyland Water Supply Corporation. The developer is proposing to connect to existing 12" PVC water line running along the east side of Inspiration Road and extending a proposed 8" water line into the development. This will allow water service to the proposed subdivision and provide water service to each lot. There will be 4 fire hydrants to be used as filling station. – **see utility plan**

### **SEWER**

The sewer CCN belongs to the City of Mission however it will be treated by the City of Alton by an agreement until future infrastructure can be installed. An 8" sewer line will run to and thru the subdivision and prepped for future phases. The design is compliant to Mission standards and to be maintained when future connections are established.

### **STREETS & STORM DRAINAGE**

Internal streets are 40' Back-to-Back within a 50' Right of Way. Access will be from Inspiration Road. This property falls in two separate flood zones: "C" and "A" of the flood insurance rate map, communality panel no. 480334 0400 C. Storm water detention for this subdivision is 135,283 c.f. or 3.11 ac. ft. The City Engineer has reviewed and approved the drainage report.

### **RECOMMENDATION**

Staff recommends approval subject to meeting the Model Subdivision Rules and meeting any comments from the County Planning Department.

Vice Chairman Mr. Kevin Sanchez asked if the board had any questions.

There was none.



There being no discussion, Vice Chairman Mr. Kevin Sanchez entertained a motion. Mr. J.D Villarreal moved to approve the subdivision. Mr. Jasen Hardison seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:59 p.m.**

**Ended: 6:00 p.m.**

**Item #2.4**

**Preliminary & Final**

**Plat Approval:**

**Springwood Manor Estates**

**A 2.00 acre tract of land out of the north 15.94 acres  
of Lot 211, John H. Shary Subdivision  
R-1T**

**Developer: RGV Villa Development, LLC**

**Engineer: Trimad Consultants, LLC**

Mr. Alex Hernandez went over the write-up stating the subject site is located along N. Stewart Rd. approximately 850' north of Bus Hwy 83. — **see vicinity map**. The developer is proposing an (23) twenty-three townhome lots with (2) two lots to be designated for storm water detention purposes — see plat for actual dimensions, square footages, and land uses.

#### **WATER**

The developer is proposing to connect from an existing 8" water line located along the west side of Stewart Rd. and extend a proposed 8" line along the south ROW on the internal street and looped around the north side of this site. They are proposing 1 fire hydrant as via direction of the Fire Marshal's office. — **see utility plan**

#### **SEWER**

The developer is proposing an internal 8" sewer line system to provide sewer service to all the lots as it ties into an existing 10" sanitary sewer system located on the north side of this development. The Capital Sewer Recovery Fee will be required at \$200.00/Lot which equates to \$4,600.00 (\$200.00 x 23 Lots).

#### **STREETS & STORM DRAINAGE**

The proposed internal street is a 36' Back-to-Back within a 50' Right of Way. Access will be from Stewart Road. The proposed drainage for this subdivision will consist of 2 detention swales and 1 conveyance swales. Combined, the swales will detain a total of 8,554 cubic feet of rain. These swales will discharge to an existing curb inlet on the northwest corner of the property along N. Stewart Rd. that belongs to the City of Mission. The City Engineer has reviewed and approved the drainage report.

#### **OTHER COMMENTS**

Escrow Park fees (23 lots x \$500 = 11,500.00)

Installation of Street Lighting as per City Standards

Must Comply with all other format findings

#### **RECOMMENDATION**

Staff recommends approval subject to:

1. Payment of Capital Sewer Recovery Fee's and Park Fee's
2. Comply with all other format findings.

Vice Chairman Mr. Kevin Sanchez asked if the board had any questions.

There was none.

There being no discussion, Vice Chairman Mr. Kevin Sanchez entertained a motion. Mr. Jasen Hardison moved to approve the subdivision. Ms. Connie Garza seconded the motion. Upon a vote, the motion passed unanimously.

**ITEM#3.0**

**ADJOURMENT**

There being no discussion, Vice Chairman Mr. Kevin Sanchez entertained a motion. Mr. Jasen Hardison moved to adjourn the meeting. Ms. Connie Garza seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 6:00 p.m.

A handwritten signature in black ink, appearing to read 'K. Sanchez', is written over a horizontal line.

Kevin Sanchez, Vice Chairman  
Planning and Zoning Commission