

**PLANNING AND ZONING COMMISSION  
JUNE 12, 2019  
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

**P&Z PRESENT**

Diana Izaguirre  
Javier Barrera  
Jasen Hardisen  
Hector Moreno  
Raquanel Austin

**P&Z ABSENT**

Debra L. Alavarez  
Ruben Arcaute

**STAFF PRESENT**

Jaime Acevedo  
Susana De Luna  
Jessica Muñoz  
Joel Chapa, Jr.  
Nancy Marin

**GUESTS PRESENT**

John P.Perez  
David Duff

**CALL TO ORDER**

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

**CITIZENS PARTICIPATION**

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

There was none.

**APPROVAL OF MINUTES FOR MAY 22, 2019**

Chairwoman Izaguirre asked if there were any corrections to the minutes for May 22, 2019. Mrs. Raquanel Austin moved to approve the minutes as presented. Mr. Javier Barrera seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:33 p.m.**

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

**Item #1.1**

**Conditional Use Permit**

**Renewal:**

**Drive-Thru Service Window-Dak's Snacks**

**810 N. Schuerbach Rd., Ste. "D"**

**Lot 1, Sylvia Plaza Subdivision**

**C-2**

**Jesus Aleman**

Mr. Acevedo went over the write-up stating that this site is located at the SE corner of Schuerbach Road and Business 83. There is an existing 24'x 35' (840 sq. ft) snack shop with a drive-thru service window. Access to the site is provided off of Schuerbach Road with a 45' driveway. There have been several different CUP approvals for the use of the drive-thru window in the past under different operators. The most recent approval came in May 23, 2018, at which time the applicant was granted a 1-year approval. The service window is located approximately 15' from the corner of the building which

provides stacking for approximately 15' from the corner of the building which provides stacking for approximately two vehicles.

- **Days / Hours of Operation:** Monday—Sunday from 10 a.m. to 10 p.m.
- **Staff:** 3 employees
- **Parking:** The 840 sq. ft. site requires 5 spaces. It is noted that the parking area held in common (35 existing parking spaces, inclusive of gas pump stalls) and is shared with other businesses. Staff has calculated the entire site (the two buildings) to require 21 total parking spaces.

**REVIEW COMMENTS:** Staff has not received any complaints in regards to the drive-thru service window for this or in the past CUP approvals.

**RECOMMENDATION:** Staff recommends approval for a period of 3 years.

Chairwoman Izaguirre asked if there was anyone for or against this item.

There being no discussion, Mrs. Raquene Austin moved to approve the conditional use permit as per staff's recommendation. Mr. Hector Moreno seconded the motion. Upon a vote, the motion passed unanimously.

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

**Ended: 5:37 p.m.**

**Item #1.2**

**Conditional Use Permit  
Renewal:**

**Drive-Thru Window-Shipley Donuts  
2575 E. Griffin Parkway, Ste. 1  
Lot 1, Tres Picos Phase 1 Subdivision  
C-3  
David Duff**

Mr. Acevedo went over the write-up stating that this site is located approximately 700' west of Taylor Road on the north side of E. Griffin Parkway (F.M. 495). The applicant is proposing has been operating a donut shop with a *drive-thru service window* at this new development since April, 2016. The initial approval was for a period of 3 years and requires reconsideration at this time. The drive-thru window is on the west side of the building, traffic must travel into the northernmost 38' drive via Harmony Lane then proceed along the west side of the building to the drive-thru window. The drive-thru window allows stacking for approximately 4 vehicles. Exiting would be done by continuing southbound along the western most side of the building and exiting back onto Harmony Lane.

- **Hours of Operation:** Monday - Sunday from 5 a.m. to 10 p.m.
- **Staff:** 10-12 Employees during different shifts
- **Parking:** The 1,661 sq. ft. building will have a total of 24 seating spaces for the restaurant. A total of 22 spaces are required for this site (1,661 sq. ft./75sq.ft.= 22

parking spaces). It is noted that a total of 150 parking spaces are held in common within the commercial development.

- Landscaping has been provided as a part of the overall commercial plaza.

**REVIEW COMMENTS:** There has not been any issues with regards to the drive-thru service window since this CUP was initially approved.

**RECOMMENDATION:** Staff recommends approval for life of use subject to the CUP not being transferable to others.

Chairwoman Izaguirre asked if there was anyone for or against this item.

There being no discussion, Mrs. Raqueneel Austin moved to approve the conditional use permit as per staff's recommendation. Mr. Javier Barrera seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:37 p.m.**

**Ended: 5:39 p.m.**

**Item #1.3**

**Conditional Use Permit:  
Renewal:**

**To Keep a Mobile Home "Temporary"  
to care for Health Stricken Parent  
127 S. Bryan Road  
A 1.67 tract out of Lot 18-11,  
West Addition to Sharyland Subdivision  
AO-I  
John Paul Perez**

Mr. Acevedo went over the write-up stating that this site is located between East 1<sup>st</sup> Street and Mark Place along the east side of Bryan Road. Mrs. Margret Perez has her main residence thereon and is requesting that a mobile home be allowed to remain on the property as they provide care to his elderly mother. Mrs. Perez is currently 81 years old and requires general assistance and care. Her son John Paul Perez has been caring for his mother and living on this mobile home since February 2016 at which time the PNZ issued a 3-year approval. The mobile home shares electrical and water services with the primary residence, there are no separate meters. According to Mr. Perez, the use will continue to be temporary as the family will likely sell the property and the mobile home moved out in the near future.

**REVIEW COMMENTS:** Staff does not object to the secondary residence.

**RECOMMENDATION:** Staff recommends approval for a period of 3 years.

Chairwoman Izaguirre asked if there was anyone for or against this item.

There being no discussion, Mr. Javier Barrera moved to approve the conditional use permit as per staff's recommendation. Mr. Hector Moreno seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Diana Izaguirre stepped down.

**Started: 5:43 p.m.**

**Ended: 5:48 p.m.**

**Item #2.0**

**PRELIMINARY & FINAL  
PLAT APPROVAL:**

**Dehra's Townhouse Subdivision  
Being a 0.626 acre tract of land out  
of Lot 1, Block 4, Bryan Park Addition Subdivision  
& 10' abandoned alley (east side) & S30'x 300'  
and Bryce Street  
R-3  
Developer: Alberto Vela  
Engineer: Izaguirre Engineering Group, LLC.**

Mr. Acevedo went over the write-up stating that this site is located ¼ mile north of Business Highway 83 along the east side of Bryan Road, The developer is proposing 8 Townhouse Residential lots, all exceeding area requirements.

**WATER** - The developer will be servicing each lot from an existing 8" water line that is along the south side of the proposed lots. An 8" waterline will also be extended towards north side of lots and looped onto Bryan Road. Fire hydrants will be installed per the Fire Marshal's direction.

**SEWER** - In regards to sewer, the developer is proposing to connect an 8" sanitary sewer line to a 12" sewer line along Bryan Road. The \$200.00/Residential Lot Capital Sewer Recovery Fee will be imposed as required by Ordinance #4310, i.e. 8 lots X \$200.00/Lot = \$1,600.00.

**STREETS & STORM DRAINAGE** - The subdivision has frontage to Bryan Road. It is noted that the developer is dedicating 28' feet or more than ½ of the required 50' of ROW that is needed for an interior street. When the northern lot is subdivided, the additional 22 feet of ROW will be acquired from the owner of the property to the north. The pavement width for the half street will be 24' back to back. 4' sidewalks will be required along the proposed interior street and 5' sidewalks along Bryan Road. Drainage for the subdivision shall consist of surface runoff from the lots into the proposed street and which feeds into the existing drainage system already in place along Bryan Rd. A drainage report will be provided at the time of the PNZ meeting.

**OTHER COMMENTS**

**Escrow Park Fees (8 Lots X \$500.00 = \$4,000.00)**

**Installation of Street Lighting as per City standards**

Exclusion from the Water District

**RECOMMENDATION**

Staff recommends approval subject to:

1. Must meet the Model Subdivision Rules;
2. Comply with the street alignment policy;
3. Must pay the capital sewer recovery and park fees; and
4. Installation of 5' sidewalks along Bryan Road

Vice-Chairman Javier Barrera asked if the board had any questions.

There was none.

There being no discussion, Mr. Hector Moreno moved to approve the plat as per staff's recommendation. Mrs. Raquanel Austin seconded the motion. Upon a vote, the motion passed unanimously.

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

**Ended: 5:43 p.m.**

**ITEM # 3.0**

**Request by City of Mission to have P&Z waive 6-Month Waiting Period in order to reconsider a change of zone of the following**

- 1) Being a 7.686 acres tract of land out of Parcel X, as per document No. 2686858 O.R.H.C. said parcel forming part of Lot 16-1, and 15-1, West Addition to Sharyland Subdivision;
- 2) Being a 7.060 acre tract of land out of Parcel X, as per Document No. 2686858 O.R.H.C. said parcel forming part of Lot 16-1, and Lot 15-1, West Addition to Sharyland Subdivision;
- 3) Being a 26.724 acre tract of land out of Parcel VI, as per Doc. No. 2686858 O.R.H.C. said parcel forming part of Lot 14-1, 14-2, 15-1, 15-2 and 16-2, West Addition to Sharyland Subdivision; and
- 4) A 1.682 acre tract of land out of Parcel VI, as per Doc. No. 2686858 O.R.H.C. said parcel forming part of Lot 14-1, 14-2, 15-1, 15-2, and 16-2, West Addition to Sharyland Subdivision

There being no further discussion, Mr. Javier Barrera moved to approve the request as per staff's recommendation. Mrs. Raquanel Austin seconded the motion. Upon a vote, the motion passed unanimously.

**ITEM #4.0**

**OTHER BUSINESS**

**ITEM #5.0**  
**ADJOURMENT**

There being no further items for discussion, Mr. Raquene Austin moved to adjourn the meeting. Mrs. Hector Moreno seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 5:49 p.m.

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Diana Izaguirre, Chairwoman  
Planning and Zoning Commission