

## MAYOR AND COUNCIL COMMUNICATION

**DATE:** August 20, 2024  
**TO:** Mayor and Council  
**FROM:** Mindy Teague, Planning & Zoning Director  
**THROUGH:** Crystal Caldera, Ph.D., City Manager

**SUBJECT:** Discussion and Possible Action to Consider Approval of an Ordinance Granting a Specific Use Permit (SUP) at Lots 8 & 9, Block A, CB 4446 A, Linkwood Addition Subdivision, being a 0.3444 Acre Tract of Land, Located at 7125 and 7129 Bandera Road

### **PURPOSE:**

To approve a Specific Use Permit for the construction of an office building at Lots 8 & 9, Block A, CB 4446A, Linkwood Addition Subdivision, being a 0.3444 tract of vacant land located at 7125 & 7129 Bandra Road.

The property owner is proposing to construct a four-unit office building. Per the City Engineer, the Specific Use Permit (SUP), meets all requirements of the zoning code for parking, lighting, and landscaping. The applicant has submitted a Traffic Impact Analysis which indicates less than 100 peak hour trips for this use.

### **HISTORY**

The Linkwood Addition subdivision was platted in 1956, and the property was rezoned from R-1 Single Family Dwelling to B-2 Retail in 1978 in a city-initiated zoning case for this entire block. The property was approved for a Specific Use Permit (SUP) in 2020 with this same site plan; however, the permit has expired. The owner will be required to replat the property prior to building.

### **NOTIFICATION**

Eighteen (18) letters were sent to surrounding property owners.  
0 - Opposed  
0 – In Favor  
0 – Undeliverable

### **FISCAL IMPACT:**

The applicant has paid all fees associated with this project. The development of this property will increase ad valorem taxes.

**RECOMMENDATION**

At their June 25, 2024, meeting, the Planning and Zoning Commission recommended approval of this request.

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS:

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ATTEST:

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**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary