

CITIZEN'S ADVISORY COMMITTEE
December 3, 2025
Regular Meeting

Members Present

Lorenzo Garza-Chairman
Emigdio Villanueva, Jr.-Vice Chairman
Roxanne Mendez
Zoreida Lopez
Monika Rosales-Flores
Clarisa Y. Rios
Ruben Davila Lozano

Members Absent

Marsha Terry

Staff Present

Michael J. Elizalde
Esther G. Rivera
Monica M. Gonzalez

Call Public Hearing to Order and Establish Quorum

The meeting was called to order by Chairman Garza at 5:31 p.m. Roll was taken by Ms. Rivera, who reported that seven members were present. With a quorum established, the meeting proceeded as scheduled.

Citizens Participation

Chairman Garza invited any citizens present to address the committee regarding items on the agenda or other concerns. No citizens were in attendance, and no public comments were received. Chairman Garza then proceeded to the next agenda item.

Discussion and Recommendation on Consolidated Annual Performance & Evaluation Report FY 2024/2025

Mr. Elizalde provided an overview of the upcoming public hearing related to HUD guidelines and reviewed a draft of the Consolidated Annual Performance and Evaluation Report (CAPER). He informed the committee that the document presented was a draft version intended for review and public comment. Mr. Elizalde further explained that the final CAPER will be completed and submitted to HUD by the end of December. After a brief discussion, the committee moved on to the next agenda item.

Close Public Hearing and Open Regular Meeting

Chairman Garza closed the public hearing and opened the regular meeting at 5:37pm. Vice Chair Villanueva moved to close the public hearing, and Ms. Mendez seconded the motion. The motion carried unanimously (7-0).

Discussion and Recommendation to Approve Minutes for Public Hearing/Regular Meeting held on October 29, 2025

Chairman Garza asked the members if they had reviewed the minutes of the Public Hearing/Regular Meeting held on October 29, 2025. Following a brief discussion, Chairman Garza requested a motion for approval. Mr. Lozano moved to approve the minutes as presented, and Ms. Lopez seconded the motion. The motion carried unanimously (7-0).

Discussion and Recommendation to Approve Tentative Schedule for Annual Action Plan FY 2026-2027

Mr. Elizalde provided an overview of the tentative schedule for the Annual Action Plan, including anticipated changes for the upcoming year. Following a brief discussion, Chairman Garza called for a motion for approval. Ms. Lopez moved to approve the item as presented, and Ms. Mendez seconded the motion. The motion carried unanimously (7-0).

Other Business:

A. Progress Report: CDBG-October and November

Ms. Rivera presented the October and November unofficial CDBG expenditure progress reports, including updates on funded agencies, housing activities, and administrative costs. She reported that no expenditures have been made to date, as the City has not yet received its fiscal year funds. Mr. Elizalde provided an update regarding the anticipated receipt of the fiscal year funds. Chairman Garza expressed concern regarding how other cities have already allocated funds to their agencies. Mr. Elizalde explained that prior to the government shutdown, several cities received their contracts; however, the City had not yet received its contract. Chairman Garza also expressed concern about agencies not expending their funds in a timely manner. After a brief discussion, Chairman Garza called for a motion to approve the October and November CDBG progress reports as presented. Ms. Mendez moved for approval, Ms. Rios seconded the motion, and the motion carried unanimously (7-0).

B. Status of Housing Assistance Program Phase 24-I (Rehabilitation)

Ms. Rivera presented an update on the status of two housing rehabilitation projects, noting that both contracts were closed in November. She advised that a follow-up update, including photographs of the work completed on the two rehabilitation projects, will be provided at the next meeting. Following a brief discussion, Chairman Garza moved on to the next agenda item.

Citizen's Advisory Committee Members/Director's Comments:

A. Chairman's Comments

Chairman Garza expressed concern regarding a tree branch located on Conway Avenue that requires trimming. He requested coordination with the Parks Department to determine if the branch can be removed.

B. Committee Member's Comments

Ms. Lopez requested an update on the manhole projects. Mr. Elizalde provided the committee with an update on the projects and their current status. Vice Chair Villanueva requested an update on the two Safe Haven homes. Mr. Elizalde addressed his concerns, explaining that the City is planning to sell the home located on Rankin Street and will use the proceeds to support CDBG-funded projects. Ms. Mendez invited the committee to attend the Mayor's Season of Giving event taking place that weekend. She also informed the committee of the upcoming Health and Wellness Fair scheduled for January.

C. Director's Comments

Mr. Elizalde thanked the committee members for attending the meeting and wished them a Merry Christmas and a Happy New Year. He also reminded the committee that elections for Chair and Vice Chair will take place in January and encouraged any interested members to participate.

Adjourn

Chairman Garza inquired if there were any additional items for discussion. Hearing none, he requested a motion to adjourn the meeting. Vice Chair Villanueva moved to adjourn, and Ms. Rios seconded the motion. The motion carried unanimously (7-0), and the meeting was adjourned at 6:07 p.m.

Lorenzo Garza, Chairman

**PLANNING AND ZONING COMMISSION
NOVEMBER 19, 2025
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

Irene Thompson
Steven Alaniz
Raquenel Austin
Omar Guevara
Kevin Sanchez

P&Z ABSENT

Connie Garza
Diana Izaguirre

STAFF PRESENT

Xavier Cervantes
Alex Hernandez
Elisa Zurita
Gabriel Ramirez
Jessica Munoz
Susie De Luna

GUEST PRESENT

Juan Rivas
Martha Rivas
Marlon Garza
Elias Guajardo
Arturo G. Celestino
Mark Perez
Sasha Velazquez

CALL TO ORDER

Vice-Chairman Sanchez called the meeting to order at 5:30 p.m.

DISCLOSURE OF CONFLICT OF INTEREST

There was none.

CITIZENS PARTICIPATION

There was none.

APPROVAL OF MINUTES FOR NOVEMBER 5, 2025

Vice-Chairman Sanchez asked if there were any corrections to the minutes for November 5, 2025. Ms. Thompson moved to approve the minutes as presented. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:31 p.m.

Ended: 5:32 p.m.

Item #2

Plat Approval

Subject to Conditions:

**The proposed Las Palmas at Bentsen Palm Phase I (Private Subdivision), being a tract of land containing 19.072 acres out of Porcion 52, This site is located along the West side of S. Inspiration Road approximately 4,400 feet South of Mile 1 S. Road PUD
Developer: Rhodes Enterprises, Inc.
Engineer: Melden & Hunt, Inc.**

Mr. Ramirez stated this development is located approximately ¼ of a mile North of Military Road on the West side of S. Inspiration Road. Las Palmas at Bentsen Palm Phase I will be a private subdivision consisting of 80 single family residential lots, and 3 common areas 1 being a detention pond. This subdivision will have 2 access points both being from S. Inspiration Road. All internal streets will be private 32' B-B with curb and gutters within 50' right-of-way's. Water and sanitary sewer will be serviced by the City of Mission. In accordance with the approved master drainage plan for the development, the required detention of 198,516 cubic feet (4.557 ac-ft) shall be provided within the proposed detention pond. The Engineering Department has reviewed and approved the

There was none.

There being no discussion, Vice-Chairman Sanchez entertained a motion. Ms. Thompson moved to approve the plat approval request. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:33 p.m.

Ended: 5:34 p.m.

Item #4

Plat Approval

Subject to Conditions:

**The proposed Estates at Bryan Subdivision (Private Subdivision), being a tract of land containing 10.00 acres being a part or portion out of Lot 30-10, West Addition to Sharyland Subdivision, This site is located along the West side of N. Bryan Road approximately 2,505 feet North of Mile 2 Road R-1A
Developer: RAM RGV, Inc.
Engineer: Melden & Hunt, Inc.**

Mr. Ramirez stated this development is located 2,505 feet North of Mile 2 Road on the West side of N. Bryan Road. The Estates at Bryan Subdivision will be a private subdivision consisting of 16 single family residential lots, and 2 detention ponds. This subdivision will have 1 main access point being from N. Bryan Road. The internal street will be a private 32' B-B with curb and gutters within a 50' right-of-way. Water and sanitary sewer will be serviced by the City of Mission. In accordance with the City of Mission drainage policy, the peak rate of runoff will not be increased during the 50-year rainfall event due to the building of this subdivision. Therefore, the required 32,788 cubic feet of detention will be provided within the proposed detention ponds. The Engineering Department has reviewed and approved the drainage report. The tract of land is currently zoned Large Lot Single Family Residential District (R-1A). The average lot will measure 150'x140' consistent with the R-1A zoning. The imposed fees include Capital Sewer Recovery Fees (\$200xlot), Park Fees (\$650xlot), and Conveyance or Payment of Water Rights (\$3000xac.). All other format findings shall be complied with prior to the City Council approval. All items on the subdivision checklist will be addressed prior to the recording of the plat. Staff recommends approval of the Plat subject to conditions: Payment of Capital Sewer Recovery Fees, Payment of Park Fees, Conveyance or Payment of Water Rights, and approval of the infrastructure from the different City departments as per the approved construction plans.

Vice-Chairman Sanchez asked if the board had any questions.

There was none.

There being no discussion, Vice-Chairman Sanchez entertained a motion. Ms. Thompson moved to approve the plat request. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:34 p.m.

Ended: 5:35 p.m.

Item #5

and East, Single-family Residential District (R-1) to the South and General Business District (C-3) and Multi-family Residential (R-3) to the West. The surrounding land uses include the Elizondo Plumbing business and apartments to the West, The El Pato Restaurant and vacant land to the East, the Taco Bell restaurant and Move it Storage to the North and single-family homes to the south. The property is vacant. The Future Land Use Map shows the North two thirds of the property designated for general commercial uses with the South one third of the property designated for low density residential uses. The requested rezoning is partly in-line with the comprehensive plan designation. For the rest of the property staff believes that the land is in transition to commercial uses. Notices were mailed to 26 surrounding property owners. Planning staff received no phone calls in opposition to the rezoning. Staff recommends approval of the rezoning request.

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

There was none.

Vice-Chairman Sanchez entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Vice-Chairman Sanchez asked if the board had any questions.

There was none.

There being no discussion, Vice-Chairman Sanchez entertained a motion. Ms. Thompson moved to approve the rezoning request. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:36 p.m.

Ended: 5:38 p.m.

Item #7

Conditional Use Permit:

**To Construct a Guest House
Being Lot 23, Stewart Terrace Subdivision
1608 Merlin Drive
R-1
Yesenia Celestino**

Mr. Cervantes stated the subject site is located along the South side of Merlin Drive approximately 350 feet East of N. Stewart Road. Pursuant to Section 1.371 (3) (d) of the City of Mission Code of Ordinances, a guest house or separate servant's quarters must comply with regulations. Lot must be a minimum of 12,000 sq. feet. The property has an area of 12,745 square feet. Cannot be made available or used for lease, rent, hire, and the owner of such use may not receive remuneration for the use of one of the above. Proposal must be clearly secondary to the primary residence. Shall not have access to a public street (No shared/extended driveway). Shall not have a separate kitchen area or utilities. All building setbacks are being met. The driveway is more than sufficient to accommodate any incoming vehicle. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (26) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit

alcoholic beverages for this location was for Extreme Pizza. It was approved on November 13, 2023, for life of use. Since the use was not transferable, a new permit needs to be considered. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (28) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the request subject to compliance with the following conditions: 1) Permit for one (1) year to continue to assess this new business.; 2) Continued compliance with all City Codes (Building, Fire, Health, etc.); 3) Waiver of the 300' separation requirement from the residential homes; 4) Compliance with TABC requirements; 5) CUP is not transferable to others; 6) Must have security cameras inside and outside with a minimum 30-day retention; 7) Hours of operation to be as follows: Tuesday – Saturday from 8:00 am to 2:00 am, and Sunday from 8:00 am to 3:00 pm; 8) Must comply with the Noise Ordinance; 9) Maximum occupancy to be at all times; and 10) Must have one licensed security officer during the peak hours.

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

There was none.

Vice-Chairman Sanchez entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Vice-Chairman Sanchez asked if the board had any questions.

There was none.

There being no discussion, Vice-Chairman Sanchez entertained a motion. Ms. Thompson moved to approve the rezoning request. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:40 p.m.

Ended: 5:41 p.m.

Item #9

Conditional Use Permit:

**An Event Center – Confetti Avenue Party Place
Being Lot 2, River Oaks Plaza Subdivision
1802 E. Griffin Parkway
C-3
Sasha Velazquez**

Mr. Cervantes stated the subject site is located at the Southwest corner of Glasscock Road and E. Griffin Parkway. Pursuant to Section 1.43 (3)(F) of the City of Mission Code of Ordinances, an Events Center requires the approval of a conditional use permit by the City Council. The applicant is leasing a total of 3,350 square feet within a commercial plaza for an event center. The applicant is proposing to host kids' birthday parties. Days & Hours of Operation: Every Day from 11:00 a.m. to 11:00 p.m. Staff: 1 employee. Parking: Due to the total of 72 proposed chairs, a total of 24 parking spaces are required. There is a total of 342 parking spaces held in common for the plaza. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (27) legal notices to the surrounding property owners. In accordance with the zoning ordinance;

codes (Building, Fire, Health, Sign codes, etc.); 3) CUP is not transferable to others; and 4) Hours of operation are Monday to Saturday from 9:00 a.m. to 5:00 p.m.

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

There was none.

Vice-Chairman Sanchez entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.


Vice-Chairman Sanchez asked if the board had any questions.

There was none.

There being no discussion, Vice-Chairman Sanchez entertained a motion. Mr. Alaniz moved to approve the rezoning request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

ITEM#11
ADJOURNMENT

There being no discussion, Vice-Chairman Sanchez entertained a motion. Ms. Thompson moved to adjourn the meeting. Ms. Austin seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 5:42 p.m.



Kevin M. Sanchez, Vice-Chairman
Planning and Zoning Commission

**PLANNING AND ZONING COMMISSION
JANUARY 7, 2026
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

Irene Thompson
Steven Alaniz
Raquenel Austin
Connie Garza
Diana Izaguirre
David Villarreal

P&Z ABSENT

Kevin Sanchez

STAFF PRESENT

Xavier Cervantes
Alex Hernandez
Elisa Zurita
Gabriel Ramirez
Jessica Munoz
Susie De Luna

GUEST PRESENT

Joe Michael Granados
Hector Tamez
Margarita Ramirez
Lynn Gascon
Ernie Villarreal
Rogelio Gonzalez
Linda Corpus

CALL TO ORDER

Vice-Chairwoman Thompson called the meeting to order at 5:32 p.m.

DISCLOSURE OF CONFLICT OF INTEREST

There was none.

CITIZENS PARTICIPATION

There was none.

APPROVAL OF MINUTES FOR DECEMBER 3, 2025

Vice-Chairwoman Thompson asked if there were any corrections to the minutes for December 3, 2025. Ms. Garza moved to approve the minutes as presented. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:32 p.m.

Ended: 5:33 p.m.

Item #2

Election of Chairman and Vice-Chairman:

Mr. Cervantes stated in the beginning of the year they always have election of officers. He mentioned the board could choose to have the same officers as they have now or if the board can make changes but before they vote on a new board member. He stated he would like for each board member to introduce yourself to the new board member and he can also introduce himself.

Mr. Steven Alaniz stated born and raised in Mission and a business owner

Ms. Irene Thompson stated she is a commercial real estate appraiser and have two kids living here in Mission for over 20 years.

Ms. Connie Garza stated she is a retired criminal justice professional and she owns a business and she has volunteered over 50 years of my life serving the community and loves community service.

Ms. Raquenel Austin stated she has been here since she has gotten married to her husband, Charles Austin, who is a doctor in Mission. She mentioned she has three daughters and she is retired.

Mr. David Villarreal stated he is a realtor, appraiser trainee, and in the real estate industry. He mentioned he graduated from UTSA.

Mr. Cervantes stated the board could choose to have the same officers as they currently have or if the board would like to can make any changes.

Ms. Thompson stated Neither of the Chairwoman or Vice-Chairman are present to the meeting. She asked Mr. Cervantes if he knew if they would be inclined to continue in their respective positions.

Mr. Cervantes stated he would be inclined to say yes.

Ms. Thompson asked if they could table the election till they are present or until the next meeting.

There being no discussion, Vice-Chairwoman Thompson entertained a motion. Ms. Garza moved to table the Election for Chairman and Vice-Chairman. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre Arrived to meeting at 5:35pm

Started: 5:35 p.m.

Ended: 5:38 p.m.

Item #3

Site Plan

Approval:

**The Construction of a Public Charter School
named Vanguard Academy-Monet Campus
On a tract of land containing 19.10 acres
being a part or portion of Lot 28-12,
West Addition to Sharyland Subdivision,
This site is located along the West side of N. Stewart
Road approximately 600 feet South of E. Mile 2 Road
AO-I
Vanguard Academy, Inc.**

Mr. Ramirez stated this development is located along the West side of N. Stewart Road approximately 600 feet South of E. Mile 2 Road. This project will have access from N. Stewart Road, a public street. The school will be built in two phases. When completed it will allow students from kinder to 12th grade with an ultimate enrollment of 1,600 students. The facility will be built in an AO-I zoned property where the site will be retrofitted and prepped with thru traffic lanes for queuing complete with curb and gutters, drainage, and utilities. The proposed structures meet all the setback requirements set forth on this site. The site plan will allow for the queuing of 300 vehicles within the school property. Proposed is a phased facility from pre-kinder thru 8th grade classrooms and offices. Phase I will consist of a flexible model with a contemporary layout allowing for growth. Phase II will be added for future 9th to 12th grade establishments. The school grounds will also include 2 full size soccer fields. The campus will have 200 parking spaces available to faculty and visitors. Accommodations have been addressed to fulfill and comply with the minimum number of paved, off-street parking spaces for this project. A master landscaping plan shall be applied to all green spaces to comply with the subdivision ordinance Ch. 98 Subdivision – Landscaping regulations; and a Lighting plan will be reviewed as to not affect nearby neighborhoods. The developer will install a perimeter opaque fence as privacy for the entire site and will include a security gate at all entrances. This buffer will comply with the separation required between commercial and residential properties.

The school officials have agreed to undertake off-site sidewalk improvements and have agreed to undertake Mile 2 Road and N. Steward Road intersection improvements. Staff recommends approval of the Site Plan as submitted.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the site plan approval request. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:38 p.m.

Ended: 5:38 p.m.

Item # 4

**Single Lot Variance: A 0.2009 of one acre out of Lot 192,
 John H. Shary Subdivision
 This site is located at 215 N. Glasscock Road
 R-1
 Troy Garza**

Mr. Ramirez stated the property is located along the West side of N. Glasscock Road approximately 142.50 feet North of E. 2-1/2 Street. The land measures 50 feet by 175 feet being a 0.2009-acre tract of land out of Lot 192, John H. Shary Subdivision per map records. The owner proposes to build a residential home on their currently vacant land zoned for single family residential construction. A building permit will be submitted and reviewed separate and apart and upon approval from this single lot variance request. This site has frontage to N. Glasscock Road and access to all city utilities and services to include street lighting, fire hydrants, and drainage meeting the criteria set forth on Sec. 98-8 – Single-lot Variance; approval and procedures (b). A home preexisted on the lot therefore Capital Sewer Recovery fee (\$200.00), Parks Fee (\$650), and Water Rights Fee (\$1500) will not be imposed as a condition for approval. There is a provision in the subdivision to allow single-lot variances to assist property owners develop small tracts of land without going through the subdivision process. The applicant meets the criteria in the ordinance. Staff recommends approval.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the single lot variance request. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:38 p.m.

Ended: 5:39 p.m.

Item # 5

**Single Lot Variance: A 0.316 of one acre out of Lot 93,
 Mission Acres Subdivision
 This site is located at 1508 W. 18th Street
 R-1**

CV Star Builders

Mr. Ramirez stated this development is located along the South side of W. 18th Street approximately 180 feet West of Los Ebanos Road. The land measures 51 feet wide by 270 feet in depth being a 0.316-acre tract of land out of Lot 93, Mission Acres Subdivision per map records. The owner proposes to build a residential home on their currently vacant land zoned for single family residential construction. A building permit will be submitted and reviewed separate and apart and upon approval from this single lot variance request. This site has frontage to W. 18th Street and access to all city utilities and services to include street lighting, fire hydrants, and drainage meeting the criteria set forth on Sec. 98-8 – Single lot Variance; approval and procedures (b). A Capital Sewer Recovery fee (\$200.00), Parks Fee (\$650), and Water Rights Fee (\$948) will be imposed as a condition for approval. There is a provision in the subdivision to allow single-lot variances to assist property owners develop small tracts of land without going through the subdivision process. The applicant meets the criteria in the ordinance. Staff recommends approval.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the single lot variance request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:39 p.m.

Ended: 5:45 p.m.

Item #6

Rezoning:

**Being a 0.199 acre tract of land
out of Block 4, Erdahl Subdivision
This property is located at the Northwest
corner of U.S. Expressway 83 and Holland Avenue
Eleazar X. Romero**

Mr. Cervantes stated that the applicant is requesting to rezone the subject property from Single-family Residential District ("R-1") to Office Building District ("C-1") in order to sell the property to a buyer interested in building a 2,000 square foot office building for a law practice. The code of ordinances states that the main purpose of the office building zoning is to provide office uses, office sales uses and certain personal services of a nature that will not have a blighting effect on adjacent residential areas. The triangular-shaped tract of land measures 150 feet in length and 79.55 feet along Holland Avenue. The surrounding zones are Single-family Residential District to the North and East, Single-family Residential and General Business District to the South and General Business District to the West. The property is vacant. The surrounding land uses include single-family homes to the North and East, US Expressway 83 along the South and a commercial plaza to the West. The Future Land Use Map shows the property designated for commercial uses. The requested rezoning is in line with the comprehensive plan designation. Due to the small and irregular-shaped property it is likely that variances to the parking and setbacks will be needed. The buyer has been advised not to purchase the land until a site plan has been approved by the department. Notices were mailed to twenty-three (23) surrounding property owners. Planning staff received no phone calls from the surrounding property owners. Staff recommends approval to the rezoning request.

Chairwoman Izaguirre asked if it was an access easement for 30 foot.

Mr. Cervantes stated yes, there is an alley to the north.

Ms. Thompson asked if it's an abandoned alley.

Mr. Cervantes stated No, He added that the alley is in use.

Ms. Garza stated she drives through the area every single day and she had seen plenty of vehicles that are always parked on the property. She stated they accommodate the overflow for the parking for the businesses that are next to the property. She mentioned there is a restaurant and there's a multiple of other businesses next to it.

Mr. Cervantes stated the property belongs to the same owner of the plaza to the west that is why they are currently using it for excess parking, but the owner is interested in selling the property.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Mr. Cervantes stated that must likely variances will be needed for the property. He mentioned staff doesn't have a site plan for the project but If the Council approves the rezoning the applicant will be required by staff to request a site plan. If variances are needed for the parking that will go before P&Z and the Council. If variances are needed for the setbacks they will go before the Zoning Board of Adjustments.

Chairwoman Izaguirre asked if staff can show the Measurements.

Mr. Cervantes stated Yes, It's a small property.

Chairwoman Izaguirre asked how much would be the front setback.

Mr. Cervantes stated it would depend on which way the building would be facing.

Chairwoman Izaguirre asked what is the setback if the building will be facing the expressway.

Mr. Cervantes stated it would be 40 feet. He mentioned for the parking variance the site plan will be coming before the board and City Council for consideration.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the rezoning request. Ms. Austin seconded the motion. Upon a vote, the board voted in favor but Ms. Garza voted nay being 5 to 1 vote.

Started: 5:45 p.m.

Ended: 5:46 p.m.

Item #7

**Conditional Use Permit: The Texas Citrus Fiesta Fun Fair with
the Sale & On-Site Consumption of
Alcoholic Beverages,
Located at 1801 S. Inspiration Road
PUD
Virginia Passamentt**

Mr. Cervantes stated the site is located at 1801 S. Inspiration Road. Texas Citrus Fiesta organizers will be having their annual Fun Fair event on January 30 & 31, 2026, and would like to sell alcoholic beverages during the event. The fun fair will be located at the Bentsen Community Park, including (45) various vendors, (20) mobile food units, and carnival rides. Setup will begin on Thursday, January 29th, at 8:00 a.m. Hours of Operation: Friday from 5:30 p.m. to 12:00 a.m. & Saturday from 2:00 p.m. to 10:00 p.m. Parking for this event will be provided at Bentsen Park, with additional overflow parking available on the north and south sides of the park. Overnight security will be provided starting Thursday. The Zoning code requires the Fun Fair and the Sale & On-Site consumption of alcohol to be a minimum of 300 feet separation from residentially used property from lot line to lot line. There are several residential properties within this radius; thus, a waiver of the separation requirement needs consideration. Ch. 10 – Amusements and Entertainment: Security will be evident as in past events via Mission PD officers (as hired by TCF). Restrooms will be available. All provisions of the Chapter 10 Mission Code of Ordinances – Amusements and Entertainment – will need to be complied with. Staff recommends approval of the request with conditions: 1) Waiver of the 300 feet separation; 2) Must comply with Health & Fire Codes; 3) Must meet Noise, Amusement, and Entertainment codes; and 4) Must comply with the TABC regulations.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Alaniz moved to approve the conditional use permit request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:46 p.m.

Ended: 5:54 p.m.

Item #8

**Conditional Use Permit: To Construct a Guest House
Being Lot 19, Mayberry Manor Subdivision
2804 Highland Park Dive
R-1
Margarita Ramirez**

Mr. Cervantes stated the subject site is located along the East side of Highland Park Drive approximately 125 feet South of Alameda Drive. Pursuant to Section 1.371 (3) (d) of the City of Mission Code of Ordinances, a guest house or separate servant's quarters must comply with regulations. The property has an area of 11,571 square feet. Code requires 12,000 minimum lot. Guest house cannot be made available or used for lease, rent, hire, and the owner of such use may not receive remuneration for the use of one of the above and must be clearly secondary to the primary residence. A guest house shall not have access to a public street (No shared/extended driveway) and shall not have a separate kitchen area or utilities. All building setbacks are being met. The driveway is more than sufficient to accommodate any incoming vehicle. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (22) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval with the conditions below: 1) Life of use permit; 2) The unit may not have a kitchen or separate utilities and electrical connections; 3) Transferability to other future owners, imposing the same conditions imposed on this applicant; and 4) Not to be used for rental purposes, and waive the minimum lot size requirements.

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

Ms. Lynn Gascon resides at 2802 Highland Park, she stated her main concern would be for the property owner turning the guest house into a rental and the noise and the parking. She mentioned some of their guests are parking on the street which are blocking her driveway. She mentioned she has to leave her garbage can outside in order to have access of her driveway

Chairwoman Izaguirre asked staff if they can to the aerial.

Staff presented the aerial to board.

Chairwoman Izaguirre asked What lot number is Ms. Gascon.

Ms. Gascon stated she is the house below.

Ms. Margarita Ramirez stated she is property owner. She mentioned the intent is to build the guest house for her daughter. She stated it is for her autistic daughter who is 15 years old. She wanted her daughter to be able to transition to learning how to live independently when her daughter becomes 18 or 20 years old. She mentioned in the meantime, they do have family who come in out of town once a year. She sated she is a single mom and has four kids and her house is completely full. She stated she doesn't plan on renting out the Guest house to anybody its only for her family. She mentioned they don't make any noise and never had any sort of noise compliant. She added the neighborhood is quiet. She mentioned the property behind her tend to have a lot of parties and it does get loud. She stated they don't have any parties and she believed they don't park on the street. She added her partner will sometimes park on the street but they have enough parking spaces in the parking lot to fit everyone and her 15 year old also doesn't have a vehicle so she wouldn't see issues with it.

Ms. Linda Corpus resides at 2803 Highland Park, she stated she lives across the street from the applicant. Her main concern is the small area of parking. She mentioned she isn't sure if the

neighborhood has a lot of noise and she does know it gets noises from the dogs. Also from the neighbor.

Chairwoman Izaguirre asked Ms. Corpus if there was an event center.

Ms. Corpus stated yes, it's located behind the property and it's called Las Glorias Event center. She added lately they haven't been playing music but it's loud when they do.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the city has a limit on how many they can have in the neighborhood.

Mr. Alex Hernandez stated there is a limit for the driveway to be either a 10' x 44' or a 18' x 26' just enough to fit two vehicles and they can accommodate way more.

Chairwoman Izaguirre stated asked staff if they could add more.

Mr. Alex Hernandez replied "yes", they can add more and they also have a long driveway to accommodate.

Ms. Thompson stated looking at the aerial they can have four maybe even five to park in the driveway.

Mr. Alex Hernandez stated the bare minimum is 10' x 44' or 18' x 26'.

Chairwoman Izaguirre asked what size is the addition.

Ms. Ramirez stated it is a 20' x 20' addition.

Chairwoman Izaguirre asked if it's a swimming pool room or if it's a guest house.

Mr. Alex Hernandez stated the addition is a guest house and the site plan is mislabeled.

Chairwoman Izaguirre asked if the board had any other questions.

There was none.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the conditional use permit request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:54 p.m.

Ended: 5:56 p.m.

Item #9

Conditional Use Permit:

**The Sale & On-site Consumption of
Alcoholic Beverages – Evera Bar & Grill
Being all of Lot 1, Plantation Grove**

**Tech- Center No. 2 Subdivision
4001 S. Shary Road, Suite 100
PUD
HTV Enterprise, LLC, c/o Hector Tamez**

Mr. Cervantes stated the subject site is located at the Southeast corner of San Mateo and Shary Roads. Access to the site can be from one primary driveway to Shary Road or from separate driveways from San Mateo or from San Gabriel streets. Per Code of Ordinance, the sale and on-site consumption of alcoholic beverages requires the approval of a Conditional Use Permit by the City Council. The applicant is leasing a 3,627 sq.ft. suite and proposes to operate a bar and grill at this location. Staff notes that the City Council recently approved a CUP for the sale & on-site consumption of alcoholic beverages for Malquerida Bar & Grill on December 9, 2025. Since the CUP is not transferable to others, a new conditional use permit is required due to the change in ownership. The suite has 38 tables with 4 chairs each, 3 VIP areas for 6, a stage for the band, a bar, a kitchen, and an office upstairs. The applicant is proposing to have live music or bands on Thursday, Fridays & Saturdays and a full menu until 12:00 am. Days/Hours of Operation: Monday – Sunday from 12:00 p.m. to 2:00 a.m. Staff: 10 employees. In reviewing the floor plan, staff noticed that the applicant is proposing a total of 170 seating spaces for this establishment, which requires 57 parking spaces. The parking spaces are calculated based on the number of seats, 1 parking spaces for every 3 seats. (170 seats/3=56.6 parking spaces). However, the maximum capacity for this establishment is 120 people, which means the applicant would need to reduce the number of tables to comply with the Fire Department's requirement. Parking: It is noted that the parking spaces are held in common for this commercial plaza. There is a total of 180 existing parking spaces that are shared with other businesses. Sale of Alcohol: The proposed establishment includes a 'bar' component. Section 1.56(3a) of the Zoning Code requires a minimum separation of 300' from the *property line* of any churches, schools, publicly owned property, and residences. There is a single-family residential neighborhood located within 300' radius; however, P&Z and the City Council have waived this separation requirement in the previous CUP's approval. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (6) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the request subject to compliance with the following conditions: 1) Permit for one (1) year to continue to assess this new business; 2) Continued compliance with all City Codes (Building, Fire, Health, Sign codes, etc.); 3) Waiver of the 300' separation requirement from the residential neighborhoods; 4) Continued compliance with TABC requirements; 5) CUP is not transferable to others; 6) Must have security cameras inside and outside with a minimum 30-day retention; 7) Must comply with noise ordinance; 8) Must have security officers; 9) Hours of operation to be as follows: Monday – Sunday from 12:00 pm to 2:00 am; 10) Must have a minimum of one licensed security officer from 8:00 p.m. to 2:00 a.m.; and 11) Maximum occupancy is 120 people.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion Chairwoman Izaguirre entertained a motion. Ms. Garza moved to approve the conditional use permit request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:56 p.m.

Ended: 5:58 p.m.

Item #10

Conditional Use Permit

Renewal:

A Mobile Food Unit – Lola Food Truck

Being a re-subdivision of all of Lot 2,

Re-Subdivision of Lot 1, Mission Center Subdivision

1931 N. Conway Avenue

C-3

Patricia Rey

Mr. Cervantes stated the subject site is located at the Southwest corner of W. 20th Street and N. Conway Avenue. The applicant proposes a renewal of the conditional use permit for the Mobile Food Unit. Her menu consists of Burgers and Tacos. This business has been in operation since July 11, 2025. The last Conditional Use Permit was approved by the City Council on February 24, 2025, for a one-year. The applicant has 3 picnic tables to allow their customers to sit and enjoy their food. Access to the site is provided off of Conway Avenue and W. 20th Street. Per the Code of Ordinance, a mobile food unit requires the approval of a Conditional Use Permit by the City Council. The proposed hours of operation are as follows: Thursday – Sunday from 5:00 pm to 10:00 pm, Staff: 1 employee. Parking: There is a total of 37 parking spaces available that are shared amongst the three businesses that she owns. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (15) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. The mobile food unit was in operation before the adoption of the ordinance establishing minimum distance requirements. Staff Recommendation: 1) Approval for 2-year re-evaluation to continue to assess this mobile food unit; 2) Continued compliance with all City Codes (Building, Fire, Health, Sign codes, etc.); 3) Hours of operation to be as follows: Thursday – Sunday from 5:00 pm to 10:00 pm; 4) CUP is not transferable to others; and 5) Must comply with the noise ordinance.

Mr. Cervantes added that the board can consider a life of use permit with the understanding the permit could be revoked.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Thompson asked if the applicant owner of the property.
Mr. Cervantes replied "yes".

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request for life of use permit. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:58 p.m.

Ended: 6:00 p.m.

Item #11

Ordinance Amendment:

Conduct a public hearing and consideration of the adoption of an ordinance amending the code of ordinances Appendix A - Zoning, Article VIII – Use Districts and Conditional Uses, Section 1.42 – C-2 (Neighborhood Commercial District); Subsection (3) Conditional Uses by eliminating bars as a conditional use. Applicant: City of Mission

Mr. Cervantes stated the ordinance will eliminate a bar as a listed conditional use under the (C-2) Neighborhood Commercial zoning category. As a result, a bar will only be allowed in a (C-3) General Business District with a conditional use permit. Staff recommends the adoption of the ordinance.

Ms. Garza asked the bar and grills that are located in (C-2) Neighborhood Commercial District will they stay as is.

Mr. Cervantes stated we currently have none in (C-2) Neighborhood Commercial District and the businesses are in a (C-3) General Business District.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the ordinance amendment request. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:00 p.m.

Ended: 6:04 p.m.

Item #12

Ordinance Amendment:

Conduct a public hearing and consideration of the adoption of an ordinance amending the code of ordinances Appendix A - Zoning, Article XII – Commercial and Industrial Area Requirements, Section 1.58 General; by Adding Subsection 3, Car Wash Establishments, by Establishing a One-mile minimum radius and Distance Requirement, Ensuring No New Car Wash Business be Established within a One-mile Radius of an Existing Car Wash. Applicant: City of Mission

Mr. Cervantes stated the ordinance will prohibit the establishment of new car wash businesses within a one-mile radius of an existing car wash due to the on-going drought. He added that the ordinance will assist with the city's water conservation efforts. Staff recommends the adoption of the ordinance.

Chairwoman Izaguirre asked Mr. Cervantes if staff has looked into how much water car washes are using for example for different rates. She asked if it could that be implemented into the ordinance or would it have to be something implemented with utilities.

Mr. Cervantes replied "no", that would have to be separate ordinance for the water rates. He added the ordinance is only for the facility will have to be one mile away from an existing car wash. He stated that staff mapped all the existing car washes including the ones that are part of a convenience store.

Chairwoman Izaguirre asked how does the city regulate the water usage does it go through the water rates or could it be tied to the ordinance.

Mr. Cervantes stated there is a regulation in the language of the ordinance that they have to recycle the water and qualifying car washes shall be designed to employ water recycling system there is a regulation for that.

Chairwoman Izaguirre stated even with the recycling of water they still use a lot.

Mr. Cervantes replied "Yes". He added if a new car wash wanted to operate in city limits it would have to be further than one mile from an existing car wash. He stated based on the map that he showed it would be around South Conway or South Bryan road where there is still some space for a new car wash could locate but most of Central Mission will not have any space.

Ms. Garza asked if it would be applicable to a mom and pop car wash.

Mr. Cervantes replied "yes" it would be for any type of car wash.

Ms. Susie De Luna replied to Chairwoman Izaguirre question the rate would have to be through a utility building ordinance.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Garza moved to approve the ordinance amendment request. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:04 p.m.

Ended: 6:06 p.m.

Item #13

Ordinance Amendment:

Conduct a public hearing and consideration of the adoption of an ordinance amending the code of ordinances Appendix A - Zoning, Article VIII – Use Districts and Conditional Uses, Section 1.41. – C-1 (Office Building District), Subsection (2) Permitted Uses, and (3) Conditional Uses; Section 1.42. C-2 (Neighborhood Commercial District), Subsection (2) Permitted Uses, & (3) Conditional Uses; and Section 1.43. C-3 (General Business District), Subsection (2) Permitted Uses, and (3) Conditional Uses by making Drive-thru Service Window Business for Food Establishments a Permitted Use; and by removing Drive-thru Service Window Business for Food Establishments as a Conditional Use. Applicant: City of Mission

Mr. Cervantes stated the ordinance will streamline the process for the issuance of building permits for new restaurants and fast-food establishments by not requiring a conditional use permit for a drive-thru window. The proposed ordinance would allow the issuance of a building permit with the correct zoning and with a site plan approval from the Planning and Zoning Commission. Staff recommends the adoption of the ordinance. He stated staff does not see the need to have public hearings and for a drive through window since it delays the permit process. He added this is part of our efforts to streamline the commercial building permit process to not require a Conditional Use Permit for a drive through window.

Ms. Garza stated if the applicants don't come before us for a conditional use permit for a set amount of time. She asked will the board apply a set amount of time to be applicable with the implementation of the ordinance.

Mr. Cervantes stated for an example there is a fast food restaurant going to be built along West Griffin Parkway and they will have to go through with the site plan and will come before Planning and zoning for approval of the project. He added that is when the board would have the have an opportunity to review the site plan for proper stacking or any other issues.

Ms. Garza stated but the concern is if issues are seen generally it will surface during the time that they come for a renewal. She asked if they were to approve the site plan will the applicant have to come back for a renewal.

Mr. Cervantes stated if there are any issues then it will be caught by code enforcement and they will get involved.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the rezoning request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

ITEM#14

ADJOURNMENT

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Austin moved to adjourn the meeting. Ms. Thompson seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 6:06 p.m.



Diana Izaguirre, Chairwoman
Planning and Zoning Commission

**PLANNING AND ZONING COMMISSION
JANUARY 21, 2026
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

Irene Thompson
Steven Alaniz
Raquenel Austin
Connie Garza
Diana Izaguirre
David Villarreal
Kevin Sanchez

P&Z ABSENT

STAFF PRESENT

Xavier Cervantes
Alex Hernandez
Elisa Zurita
Gabriel Ramirez
Jessica Munoz
Susie De Luna

GUEST PRESENT

Olga Paez
David Lopez, Jr.
Guillermo Guerrero

CALL TO ORDER

Chairwoman Izaguirre called the meeting to order at 5:30 p.m.

DISCLOSURE OF CONFLICT OF INTEREST

There was none.

CITIZENS PARTICIPATION

There was none.

APPROVAL OF MINUTES FOR JANUARY 7, 2026

Chairwoman Izaguirre asked if there were any corrections to the minutes for January 7, 2026. Ms. Thompson moved to approve the minutes as presented. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:30 p.m.

Ended: 5:31 p.m.

Item #2

Election of Chairman and Vice-Chairman:

Ms. Thompson elected Ms. Diana Izaguirre as Chairwoman and Mr. Kevin Sanchez as Vice-Chairman.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to elect Ms. Diana Izaguirre as Chairwoman and Mr. Kevin Sanchez as Vice-Chairman. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:31 p.m.

Ended: 5:37 p.m.

Item #3

**Being a 9.83-acre tract out of Lot 33,
Bell Woods CO's Subdivision "C"
This property is located along the West
Side of Conway Avenue, approximately
265 feet North of Victory Street.
David Lopez, Jr.**

c/o Guadalupe and Alejo Cabrera

Mr. Cervantes stated that the applicant is requesting to rezone the subject property from Agricultural Open Interim District ("AO-I") to Townhouse Residential District ("R-1T") for a proposed 62-lot townhome development. The tract of land has 9.48 acres in net area and measures 256 feet along Conway Avenue and has a depth of 1,239.61 feet. The surrounding zones are outside the city limits to the North, General Business District (C-3) to the East, Agricultural Open Interim District (AO-I) to the South and Duplex-Fourplex Residential to the West. The surrounding land uses include agricultural land, a single-family home and an irrigation canal to the South, Tramuc Transport to the East, Cheer Strike and IHOP to the South and the Bellwood Manor (4-plex lots) subdivision is under construction to the West. The subject property is vacant. The Future Land Use Map shows the West two thirds of the property designated for low-density residential uses. The East one third of the property is designated for general commercial uses. Even though the requested rezoning of the property is not in line with the comprehensive plan, staff feels that the area is in transition to higher-density residential uses. Notices were mailed to 10 surrounding property owners. Planning staff received no phone calls in opposition to the rezoning. Staff recommends approval to the rezoning request.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if staff the last time the board had seen the rezoning did the commission table the item.

Mr. Cervantes stated the rezoning had gotten approved from Planning & Zoning and the applicant had withdrawn the application before it was seen by City Council and the applicant has to go through the process again. He mentioned that originally the previous developer was rezoning the property for fourplex lots but the developer withdrew the application and the project fell through. He added the applicant now is a different developer and he is interested in a subdivision for townhouses.

Mr. Sanchez asked if this would be considered a down zone from what the board had approved before.

Mr. Cervantes stated Yes, it's a less intense rezoning from what the board approved three months ago and it's medium density.

Chairwoman Izaguirre stated there would be more cars and more homes.

Mr. Cervantes stated it would depend on how it would be developed.

Chairwoman Izaguirre stated the last time when the board approved it was for 120 townhomes and less acreage.

Mr. Cervantes stated staff does have a preliminary design for the townhouse subdivision but it could change.

Chairwoman Izaguirre asked How many lots are they proposing in the preliminary design?

Mr. David Lopez Jr. with Lopez Engineering Designs stated they made a preliminary layout and they proposed 69 lots. He mentioned he spoke to the developer and the developer wanted to make the width 50 feet width so they would have to reduce the lots and make them wider and the depth to be around 80 to 90. He added it would be 50 lots in total.

Chairwoman Izaguirre asked if the lots were going to be 50 feet wide.

Mr. Lopez stated yes, 50 feet wide and then the depth will be a minimum of 80 feet. He mentioned they are a medium-sized density but it would be giving individuals the ability to purchase lots and then build on them rather than having fourplexes and renting.

Mr. Sanchez asked if the proposed plan would meet the minimum standards for lot size.

Mr. David Lopez stated yes, these lots would have a 0 side setback to give the homes a buffer between each lot. He mentioned only one side of the homes would have windows.

Chairwoman Izaguirre stated the lots would be 4,000 square foot lots.

Mr. Cervantes stated if the zoning is approved by the city council they would have the subdivision come before the board and that's when the board would see the details of the lots layout.

Chairwoman Izaguirre asked why staff did not recommend (R-1) Single Family Residential District instead of (R-1T) Townhouse Residential District.

Mr. Cervantes stated the request three months ago was from (AO-I) Agricultural Open Interim District to (R-3) Multi-Family Residential District. He mentioned the board had approved the rezoning from (AO-I) to (R-3) but the applicant decided to withdraw before it was seen by the City Council.

Ms. Thompson asked why rezone the property to (R-1T) Townhouse Residential District and not (R-1) Single Family Residential District?

Mr. Cervantes stated the applicant wanted to have townhouses so they could have a 0 foot side setback on one side and a five foot setback on the other.

Ms. Thompson asked What the minimum for (R-1) Single Family Residential District.

Mr. Cervantes stated the minimum is 50 feet by 100 feet.

Ms. Thompson asked what is the depth?

Mr. Cervantes stated the depth is 100 foot

Ms. Thompson asked what is the depth and width for (R-1T) Townhouse Residential District?

Mr. Cervantes stated for an (R-1T) Townhouse Residential District it is 25 feet by 80 feet. He mentioned it seems the developer is wanting larger lots than the 25 feet by 80 feet.

Chairwoman Izaguirre asked what does the future land use map have for the property?

Mr. Cervantes stated the future land use map has commercial in the front of the property and then low-density residential for two-thirds of the rear of the property.

Chairwoman Izaguirre asked if it's an (R-1) Single Family Residential District.

Mr. Cervantes replied "Yes".

Chairwoman Izaguirre asked if it would be the 5,000 square foot lot.

Mr. Cervantes replied "Yes".

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the rezoning request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:37 p.m.

Ended: 5:38 p.m.

Item #4

**Being a 0.316-acre tract out of Lot 93,
Mission Acres Subdivision
This property is located along the South
Side W. 18th Street, approximately 190 feet
West of N. Los Ebanos Road
CV Star Builders LLC**

Mr. Cervantes stated that the applicant is requesting to rezone the subject property from Agricultural Open Interim District ("AO-I") to Single-family Residential District ("R-1") for a proposed single-family development. The tract of land has 0.316 acres in area and measures 51 feet along W. 18th Street and has a depth of 270 feet. The surrounding zones are Single-family Residential District (R-1) to the North, East and West and Agricultural Open Interim to the South. The surrounding land uses are single-family homes in all directions. There is an unpaved alley along the East side of the property. The subject property is vacant. The Future Land Use Map shows the property designated for low-density residential uses. The requested rezoning is in line with the comprehensive plan designation. Notices were mailed to 25 surrounding property owners. Planning staff received no phone calls in opposition to the rezoning. Staff recommends approval to the rezoning request.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Garza moved to approve the rezoning request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:38 p.m.

Ended: 5:42 p.m.

Item #5

**Being a 0.40 of an acre tract out of Lot 182,
John H. Shary Subdivision
This property is located at 1906 E. 2 ½ Street
Mario Reyna
c/o Abrego & Sons, Inc.**

Mr. Cervantes stated that the applicant is requesting to rezone the subject property located at the Southwest corner of 2 ½ Street and Glasscock Road from Neighborhood Commercial District ("C-2") to Townhouse Residential District ("R-1T") for a proposed 6-unit townhome development. The tract of land has 0.4 acres in area and measures 155 feet along E. 2 ½ Street and 100 feet along Glasscock Road. The surrounding zones are Duplex-Fourplex Residential (R-2) to the South, Multifamily Residential (R-3) to the East and Single-family Residential (R-1) to the West and North. The surrounding land uses are single-family homes to the West and North, apartments to the East and a vacant tract to the South. The vacant tract to the South was recently rezoned to R-2. The subject property has what appears to be a vacant residential structure, and vehicles are parked in the paved area facing Glasscock Road. The Future Land Use Map shows the property designated for low-density residential uses. Even though the requested rezoning is not in line with the comprehensive plan, staff feels that the area is in transition to higher-density residential uses. Notices were mailed to 21 surrounding property owners. Planning staff received no phone calls in opposition to the rezoning. Staff recommends approval to the rezoning request.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Garza asked how the property to the south was rezoned too?

Mr. Cervantes stated the property to the south the property owner wanted to be rezoned to (R-3) but the City Council approved the rezoning for a (R-2).

Ms. Thompson asked what the specifications width and depth are for an (R-2) Duplex-Fourplex residential district.

Mr. Cervantes stated it is 50 feet by 100 feet.

Ms. Thompson asked if it would be the same as R1?

Mr. Cervantes replied "Yes".

Ms. Thompson asked what is the lot size for a townhouse?

Mr. Cervantes stated it is 25 feet by 80 feet.

Chairwoman Izaguirre asked what they were going to build in the next lot?

Mr. Cervantes stated that in the property to the South the owner wanted to build eight units but they got R-2 zoning from the Council so they are only limited to four units.

Ms. Thompson asked if the Council would approve R1T for the property?

Mr. Cervantes stated it would be a down zoning from neighborhood commercial but he had no idea on how Council is going to feel about the zoning change.

Ms. Thompson asked If it was to be subdivided into townhouse lots, what access would be from 2nd and Half Street?

Mr. Cervantes stated the front of the townhouses will be facing 2nd and Half Street. He stated the applicant's desire is to build six (6) townhouses but the code will only allow five based on the lot size requirements.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the rezoning request. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:42 p.m.

Ended: 5:44 p.m.

Item #6

Conditional Use Permit:

**To Construct a Pool House
Being Lot 13, Oak Alley at Cimarron Subdivision
1708 Oak Alley Drive
R-1A
Horacio Bazan Jr.**

Mr. Cervantes stated the subject site is located 1,056 feet East of S. Stewart Road along the South side of Oak Alley Drive. Pursuant to Section 1.371 (3) (d) of the City of Mission Code of Ordinances, a guest house or separate servant's quarters must comply with regulations. The property has an area of 10,399.75 square feet. The code requires a 12,000-square-foot minimum lot. The pool house cannot be made available or used for lease, rent, hire, and the owner of such use may not receive remuneration for the use of one of the above, and must be clearly secondary to the primary residence. A pool house shall not have access to a public street (No shared/extended driveway) and shall not have a separate kitchen area or utilities. All building setbacks are being met. The driveway is more than sufficient to accommodate any incoming vehicle. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (20) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends

approval with the conditions below: 1) Life of use permit; 2) The unit may not have a kitchen or separate utilities and electrical connections; 3) Transferability to other future owners, imposing the same conditions imposed on this applicant; and 4) Not to be used for rental purposes, and waive the minimum lot size requirements.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any other questions.

There was none.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:44 p.m.

Ended: 5:47 p.m.

Item #7

Conditional Use Permit:

**To Construct a Guest House and a Pool House
Being Lot 36, Shary Unit VII Subdivision
2004 E. 20th Street
R-1
Guillermo Guerrero**

Mr. Cervantes stated the subject site is located at the Cul-De-Sac of E. 20th Street and Cardinal Street. Pursuant to Section 1.371 (3) (d) of the City of Mission Code of Ordinances, a guest house or separate servant's quarters must comply with regulations. The property has an area of 14,493 square feet. The code requires a 12,000-square-foot minimum lot. The guest house cannot be made available or used for lease, rent, hire, and the owner of such use may not receive remuneration for the use of one of the above, and must be clearly secondary to the primary residence. A guest house shall not have access to a public street (No shared/extended driveway) and shall not have a separate kitchen area or utilities. A variance to the Glasscock Road setbacks was approved by the Zoning Board of Adjustments on 09-24-2025. The driveway is more than sufficient to accommodate any incoming vehicle. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (26) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval with the conditions below: 1) Life of use permit; 2) The unit may not have a kitchen or separate utilities and electrical connections; 3) Transferability to other future owners, imposing the same conditions imposed on this applicant; and 4) Not to be used for rental purposes, and waive the minimum lot size requirements.

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

Mr. Mario stated he was her on behalf of his grandmother which she resides on Lot 37, He stated his grandmother had questions on the construction such as the permit to construct and if the guest house will have a separate meter.

Mr. Cervantes stated in the conditions for the guest house it stated they cannot be a separate electric and water meter for the guest.

Mr. Mario asked Mr. Cervantes if he could explain in Spanish to his grandmother.

Mr. Cervantes replied "Yes".

Mr. Cervantes explained to Mr. Mario's grandmother the Guest has a list of conditions and one of the conditions is that it has to be the same water and electric meter form the main house.

Mr. Mario's grandmother asked if the guest house was going to have two floors and if the guest was going to have two floors.

Mr. Cervantes stated there are no windows on the side; it would be only a one floor guest/ pool house.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Garza asked if the board could look at the design and if it meets the necessary setbacks?

Mr. Cervantes stated the applicant was granted a variance on the setback from the Zoning Board of Adjustments.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Mr. Cervantes seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:47 p.m.

Ended: 5:58 p.m.

Item #8

Conditional Use Permit:

Sale & On-Site Consumption of Alcoholic Beverages

– Chick-Po on the Grill

Being Lot 2, Shary Town Plaza Subdivision

301 N. Shary Road, Suite 200

C-3

Chick-Po on the Grill LLC

Mr. Cervantes stated the subject site is located approximately 565 feet North of 1st Street along the West side of North Shary Road Access to the site is off North Shary Road via a 34-foot driveway. Per the Code of Ordinance, the sale and on-site consumption of alcoholic beverages requires the

approval of a Conditional Use Permit by the City Council. On February 10, 2025, the applicant obtained a Conditional Use Permit for the life of use by the City Council for a Drive-Thru Service Window. The applicant is leasing a 2,276 sq. ft. suite within a commercial plaza for a restaurant that has been in business since August 28, 2025, and would like to offer alcoholic beverages with their meals. Parking: The suite has 9 tables and 10 booths with a total of 82 seating spaces, which requires 27 parking spaces. There is a total of 135 parking spaces held in common that will be shared with other businesses. Days/Hours of Operation: Monday – Saturday from 9:00 a.m. to 9:00 p.m. and Sundays from 9:00 a.m. to 5:00 p.m. Staff: 10 employees. Sale of Alcohol: Section 1.56(3)(a) of the Zoning Code requires a minimum separation of 300' from the property line of any church, school, publicly owned property, or residence. There are no land uses within the above radius, measured door-to-door for churches or hospitals, or measured lot line to lot line for schools. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (16) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the request, subject to compliance with the following conditions: 1) Permit for one (2) years to continue to assess this operation; 2) Must comply with all City Codes (Building, Fire, Health, Sign, etc.); 3) Must comply with TABC requirements; 4) CUP is not transferable to others; 5) Must have security cameras inside and outside with a minimum 30-day retention; 6) Must comply with noise ordinance; 7) Hours of operation to be as follows: Monday – Saturday from 9:00 a.m. to 9:00 p.m. and Sundays from 9:00 a.m. to 5:00 p.m.; 8) Wet zone property and; 9) Maximum occupancy is 57 people.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Thompson asked if the applicant has live music.

Mr. Cervantes stated they do not have any live music.

Mr. Alaniz asked if they would serve beer and wine or liquor.

Mr. Cervantes stated it is only beer and wine.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:58 p.m.

Ended: 5:50 p.m.

Item #9

**Conditional Use Permit
Renewal:**

**Sale & On-Site Consumption of Alcoholic Beverages
– Las Calles De Mexico Taqueria
Being all of Lot 1, Sundance Crossing Subdivision
308 N. Shary Road, Suite A
C-3
Las Calles De Mexico, LLC**

Mr. Cervantes stated the subject site is located approximately 200 feet South of 4th Street along the East side of Shary Road. Per Code of Ordinance, the sale and on-site consumption of alcoholic beverages requires the approval of a Conditional Use Permit by the City Council. The applicant is requesting a renewal of the Conditional Use Permit to continue to allow the sale of alcoholic beverages for on-site consumption. The business has been in operation since June 2020 and added alcoholic beverages to its menu in January 2024. The applicant is also requesting extended hours of operation and to be allowed to play live music. The most recent conditional use permit for this location was approved by the City Council on March 24, 2025, for a period of 1 year. Access to the site is via two 25-foot driveways off of North Shary Road along the north and South sides of the property. Parking: There is a total of 76 seating spaces, which require 25 parking spaces. There is a total of 80 parking spaces held in common, which are shared with other businesses. Days/Hours of Operation: Sunday – Thursday from 7:00 a.m. to 11:00 p.m., and Friday– Saturday from 7:00 a.m. to 2:00 a.m. Staff: 5 employees. Sale of Alcohol: Section 1.56(3)(a) of the Zoning Code requires a minimum separation of 300' from the property line of any church, school, publicly owned property, or residence. There are no land uses within the above radius, measured door-to-door for churches or hospitals, or measured lot line to lot line for schools. No incidents have been reported for this business. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (18) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the request, subject to compliance with the following conditions: 1) Permit for three (3) years to continue to assess this new business; 2) Continued compliance with all City Codes (Building, Fire, Health, Sign codes, etc.); 3) Continued compliance with TABC requirements; 4) CUP is not transferable to others; 5) Must have security cameras inside and outside with a minimum 30-day retention; 6) Must comply with the noise ordinance; 7) Hours of operation to be as follows: Sunday – Thursday from 7:00 a.m. to 11:00 p.m. and Friday – Saturday from 7:00 a.m. to 2:00 a.m.; and 8) Maximum occupancy is 90 people.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Thompson asked if the applicant has live music.

Mr. Cervantes stated yes, they have karaoke.

Ms. Thompson asked if it was indoor or if they had a patio.

Mr. Cervantes stated it's only indoors and they do not have a patio outside.

Ms. Thompson asked if the applicant has to comply with the noise ordinance.

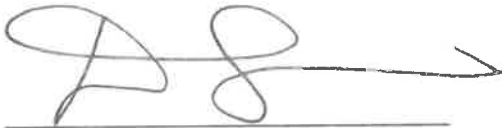
Mr. Cervantes stated yes.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

ITEM#10

ADJOURNMENT

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to adjourn the meeting. Mr. Sanchez seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 5:50 p.m.

A handwritten signature in black ink, appearing to read 'Diana Izaguirre', with a long horizontal line extending to the right from the end of the signature.

Diana Izaguirre, Chairwoman
Planning and Zoning Commission