



**MEETING DATE:** February 24, 2026

**PRESENTED BY:** Xavier Cervantes, AICP, CPM – Director of Planning

**AGENDA ITEM:** Conduct a public hearing and consideration of a Conditional Use Permit to allow a portable building for a photography studio in a (C-3) General Business District, being the East 25'x125' of the West 75'x125' and the Southwest 50'x125' of Lot 5, Mission Acres Subdivision, located at 1547 W. Business Highway 83, Applicant: Arlae Salinas, Adoption of Ordinance #\_\_\_\_\_ - Cervantes

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**NATURE OF REQUEST:**

Project Timeline:

- January 7, 2026 – Application for Conditional Use Permit submitted to the City for processing.
- January 23, 2026 – In accordance with State and local law, notice of required public hearings was mailed to all property owners within 200 feet of the subject tract, and notice of public hearings was published in the Progress Times.
- February 4, 2026 – Public hearing and consideration of a Conditional Use Permit by the Planning and Zoning Commission.
- February 24, 2026 – Public Hearing and consideration of a Conditional Use Permit by the City Council.

Summary:

- The subject site is located at the northwest corner of W. Business Highway 83 and Washington Avenue. The portable building measures 19.4' x 23'. The applicant would like to continue utilizing the portable building for a Photography Studio. Access to the site is off of Washington Avenue.
- Per Code of Ordinance, a portable building requires the approval of a Conditional Use Permit by the City Council.
- Hours of Operation: Monday – Sunday from 10:00 am to 7:00 pm; mainly by appointment.
- Staff: 1 employee will operate the business
- Parking: The building requires a minimum of 4 parking spaces. Staff notes there are 4 existing parking stalls, thus meeting code. Landscaping will need to be added and maintained.
- It is not uncommon to have portable buildings to be used as an office. Staff knows that the City may not view a portable building as a long-term option given aesthetic considerations. Thus, perpetual (CUP) monitoring will be the norm where, one day the portable building will need to be upgraded with an on-site built structure.
- The last conditional use permit approved for this location was on November 11, 2024 for a period of 1 year.
- The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (19) 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 RECOMMENDATION:**

Staff recommends approval of the request subject to compliance with the following conditions:

1. Permit for two (2) years to continue to assess this business
2. Must comply with all City Codes (Building, Fire, Landscaping, maintenance of parking area, etc.)
3. Landscaping will need to added and maintained
4. CUP is not transferable to others
5. Hours of Operation: Monday – Sunday from 10:00 am to 7:00 pm; mainly by appointment

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**Departmental Approval:** N/A

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**Advisory Board Recommendation:** Approval

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**City Manager's Recommendation:** Approval *SP7*

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**RECORD OF VOTE:**            **APPROVED:** \_\_\_\_\_  
   **DISAPPROVED:** \_\_\_\_\_  
   **TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_