



MEETING DATE: December 9, 2025

PRESENTED BY: Xavier Cervantes, Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit Renewal for a Drive-Thru Service Windows – Tropical Breeze in a (C-3) General Business District, being all of Lot 19, Block 1, Oakwood Estates Subdivision, located at 1610 W. Griffin Parkway. Applicant: Margie Jennifer Briseno, Adoption of Ordinance #_____ Cervantes

NATURE OF REQUEST:

Project Timeline:

- October 17, 2025 – Application for Conditional Use Permit (“CUP”) submitted to the City.
- October 24, 2025 – 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.
- November 5, 2025 - Public hearing and consideration of the requested Conditional Use Permit by the Planning and Zoning Commission (P&Z).
- December 9, 2025 – Public hearing and consideration of the requested conditional use permit by the City Council.

Summary:

- The site is located at the Northwest corner of West Griffin Parkway and River Oak Avenue.
- Per the Code of Ordinance, Drive-Thru Service Windows require the approval of a Conditional Use Permit by the City Council.
- There are two existing 4'x5 drive-thru service windows, one designated for order placement and the other for order pickup. The snow cone stand has been in business since March 2, 2018.
- Access to the site is provided off of Griffin Parkway via an existing 43-foot driveway that will lead traffic in and around the building before exiting back out to Griffin Parkway.
- The proposed days and hours of operation are Monday – Sunday from 1:00 pm to 10:00 pm
- Staff: 1 employee
- Parking: the building measures approximately 396 sq. ft. The number of parking spaces required for this size of building is 4. The applicant is providing 4 spaces along

the front of the building, plus there is stacking for approximately 4 cars when placing orders.

- The last conditional use permit renewal approved for this drive-thru service window for this location was on December 12, 2022, for a period of 3 years.
- The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (23) 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.

STAFF RECOMMENDATION:

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

- Life of the Use with the understanding that the permit could be revoked due to noncompliance.
- Continued compliance with all City Codes (Building, Fire, Health, Sign codes, etc.)
- Hours of operation are Monday – Sunday from 1:00 pm to 10:00 pm
- CUP is not transferable to others

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *JP7*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

DISAPPROVED: _____

DISAPPROVED: _____

TABLED: _____

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DISSENTING