



MEETING DATE: July 28, 2025

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

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit for a Drive- Thru Service Window for a Restaurant – La Cocina de la Abuela Tere in a (C-3) General Business District, being the South 105' out of the West 180' out of the East 440' out of Lot 25-5, West Addition to Sharyland Subdivision, and being Lot 1, Block B, Cinco De Mayo Ranch Subdivision, located at 1500 W. Griffin Parkway, Suite E, Applicant: Cocina de la Abuela Tere, Adoption of Ordinance #_____ - Cervantes

NATURE OF REQUEST:

Project Timeline:

- June 2, 2025 – Application for Conditional Use Permit (“CUP”) submitted to the City.
- June 19, 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, and notice of public hearings was published in the Progress Times.
- July 16, 2025 – Public hearing and consideration of a Conditional Use Permit by the Planning and Zoning Commission. **The Planning and Zoning recommended approval to the Conditional Use Permit.**
- July 28, 2025 – Public hearing and consideration of a Conditional Use Permit by the City Council.

Summary:

- The subject site is located at the Northwest corner of Wednesday Street and Griffin Parkway.
- Per Code of Ordinance, a drive-thru service window requires the approval of a Conditional Use Permit by the City Council.
- The applicant has been leasing a 2,628 square foot building, which includes a drive-thru service window, since December 2021. The location of the drive-thru service window provides enough stacking for at least three vehicles. Access to the site is provided off Wednesday Street via a 24' driveway.
- The applicant would like to continue utilizing the service window for her business.
- Hours of operation: Monday – Sunday from 7:00 am to 10:00 pm
- Staff: 3 employees
- Parking: There are a total of 30 seating spaces, which require 10 parking spaces (30/3 = 10). The site has 31 parking spaces that are held in common, thus meeting code.
- The last conditional use permit for the drive-thru service window for this location was approved on March 13, 2023 for a period of 2 years.

- The applicant shared that she was unable to renew the conditional use permit on time due to not being able to pay the application fee since business has been very slow and drive-thru not being used. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (17) 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. 1 year approval to continue to assess the business
2. Continued compliance with all City Codes (Building, Fire, Health, etc.)
3. CUP is not transferable to others
4. Hours of Operation: Monday to Sunday from 7:00 am to 10:00 pm

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____