



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 Home Occupation – Daycare in a (R-1) Single Family Residential District, being Lot 6, Block 5, East Side Addition Subdivision, located at 900 Reynosa Street, Applicant: Maria Del Carmen Salinas, Adoption of Ordinance #_____ - Cervantes

NATURE OF REQUEST:

Project Timeline:

- June 13, 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 request.**
- July 28, 2025 – Public hearing and consideration of a Conditional Use Permit by the City Council.

Summary:

- The subject site is located at the southeast corner of Reynosa Street and Naranjo Avenue.
- Per Code of Ordinance, a home occupation requires the approval of a Conditional Use Permit by the City Council.
- The applicant is proposing a home occupation – daycare out of their residence. They plan to work directly with Alliance, which is a program funded by the government that helps provide child care for single parents.
- The proposed hours of operation are Monday – Friday from 7:00 am to 5:00 pm
- Staff: 3 employees (*Note: Sec.1.56(1)(d) states: There shall be no more than one additional unrelated employee other than immediate members of the family residing on the premises.)
- Parking: The applicant is proposing 3 parking spaces.
- The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (34) 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 permit to continue to assess this new home occupation.

2. Applicant to be limited to one (1) employee at a time, or must submit a petition reflecting 90% of the property owners within 200 feet radius in favor of the variance to the number of employees allowed.
 3. Compliance with Section 1.56-1 (Home Occupations) of the Zoning Ordinance
 4. Continued compliance with all City Codes (Building, Fire, Health, etc.)
 5. Pick-up and Dropoff of children must be within the private property.
 6. Acquire a business license
 7. CUP is not transferable to others
 8. Hours of operation to be as follows: Monday – Friday from 7:00 am to 5:00 pm
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Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:	APPROVED:	_____
	DISAPPROVED:	_____
	TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____