

# AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: October 22, 2025

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

**AGENDA ITEM:** Public hearing and consideration of a variance request to allow a 0' front setback

instead of the required 20-foot setback for an existing carport, being Lot 55, Las Misiones Estates Phase II Subdivision, located at 1717 Salinas Street, Applicant:

Diana V. Sanchez - Cervantes

#### **NATURE OF REQUEST:**

#### **Project Timeline:**

• September 12, 2025 – Application for Variance Request submitted to the City.

- October 9, 2025 In accordance with State and local law, notice of the required public hearings mailed to all property owners within 200 feet of the subject tract and notice of public hearing was published in the Progress Times.
- October 22, 2025 Public hearing and reconsideration of the requested variance by the Zoning Board of Adjustments (ZBA).

#### Summary:

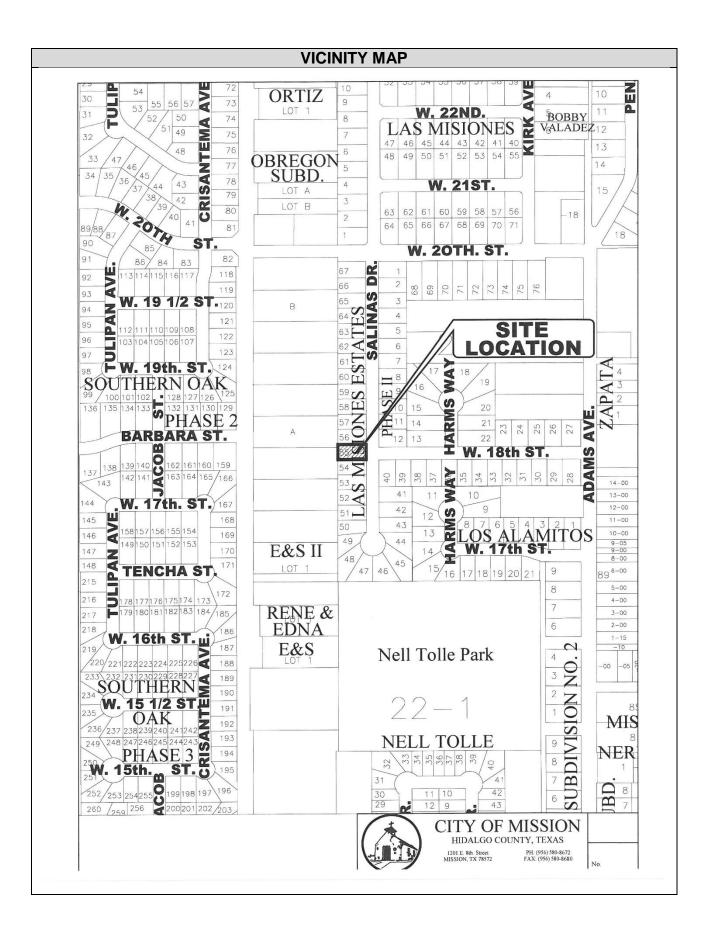
- The request is for a variance not to comply with Section 1.371.- R-1 (Single Family Residential District), which states:
  - Minimum Front Setback: 20 feet
  - Minimum Side Setback: 6 feet
  - Minimum Rear Setback: 10 feet
  - Where a building setback has been established by plat or ordinance and such setback requires a greater or lesser front yard setback than is prescribed by this article for the district in which the building is located, the required front yard setback shall comply with the building line so established by such plat or ordinance.
- The site is located on the west side of W. 18th Street and Salinas Drive intersection.
- The applicant is requesting a variance to keep a 20' x 20' carport within the 20' front setback. The carport was constructed without obtaining a building permit.
- Las Misiones Estates Phase II Subdivision was recorded on January 28, 1999. The lot measures 60' in width by 113 in depth for a total area of 6,780 square feet.
- The lots to the north, south, east, and west are developed as Single-Family Residences.
- Staff notes that the Code Enforcement Department has an ongoing case in this property for construction without a permit.
- The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out 25 legal notices to surrounding property owners.
- No variances have been processed in this subdivision.
- There is a 5-foot utility easement along the front of the property.

#### STAFF RECOMMENDATION:

Staff recommends denial. This request does not qualify as an undue hardship.

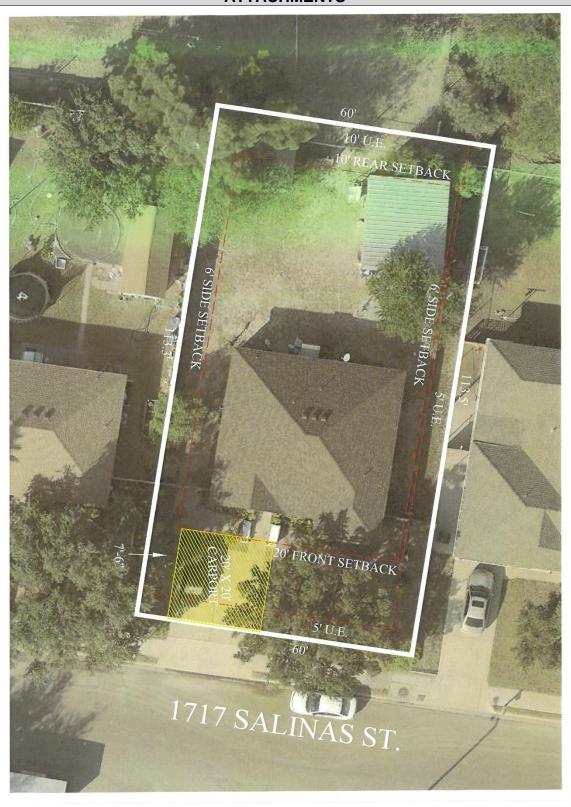
However, if ZBA is inclined to approve this variance request then the applicant would need to comply with the following: 1) Signed a hold harmless agreement stating that the structure will remain perpetually "open and to its footprint", and if the structure is ever removed, the prevailing setbacks shall be complied thereafter, 2) obtaining a building permit, and 3) paying a double permit fee.

RECORD OF VOTE:	APPROVED: DISAPPROVED:	
AV/50	TABLED:	
AYES		
NAYS		
DISSENTING		



### ARIEL MAP

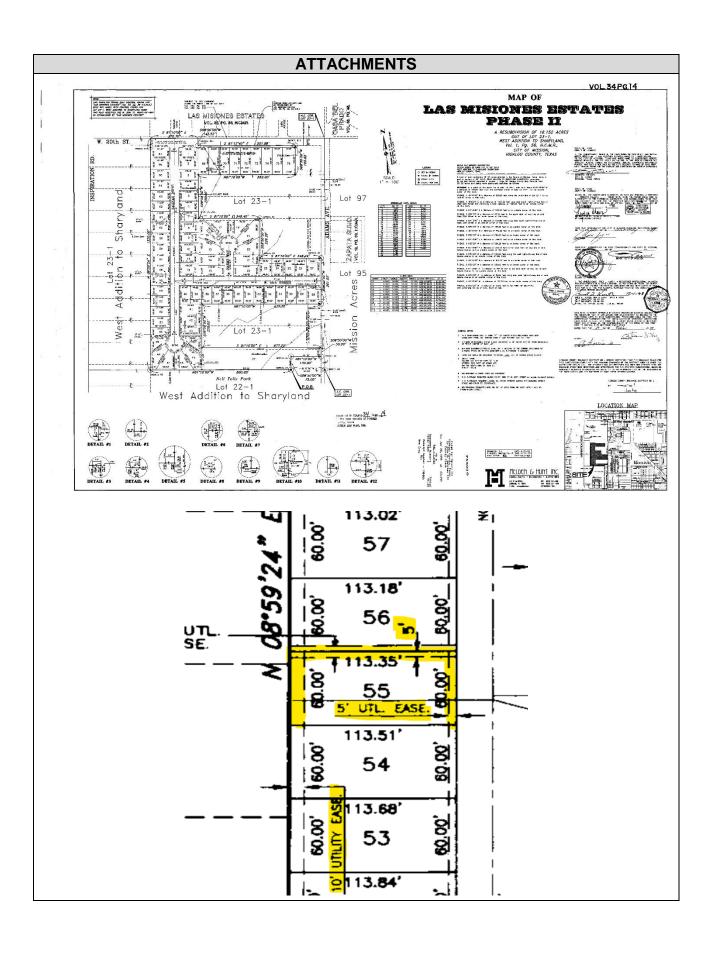




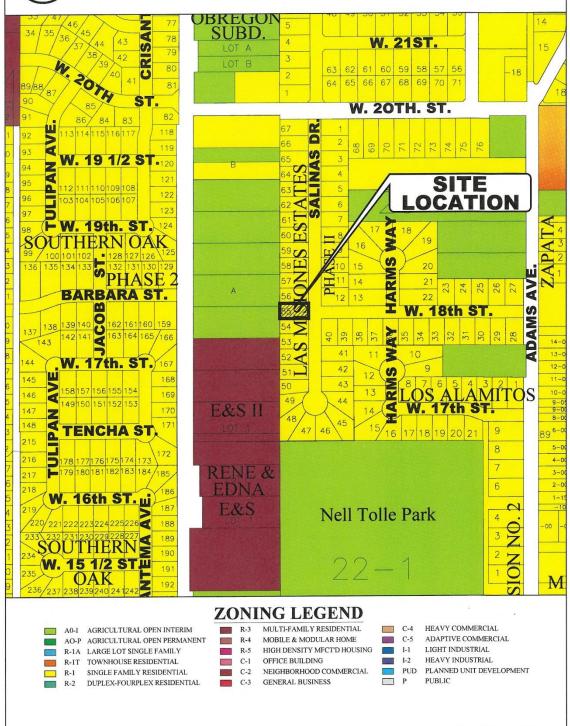
### **PICTURES**

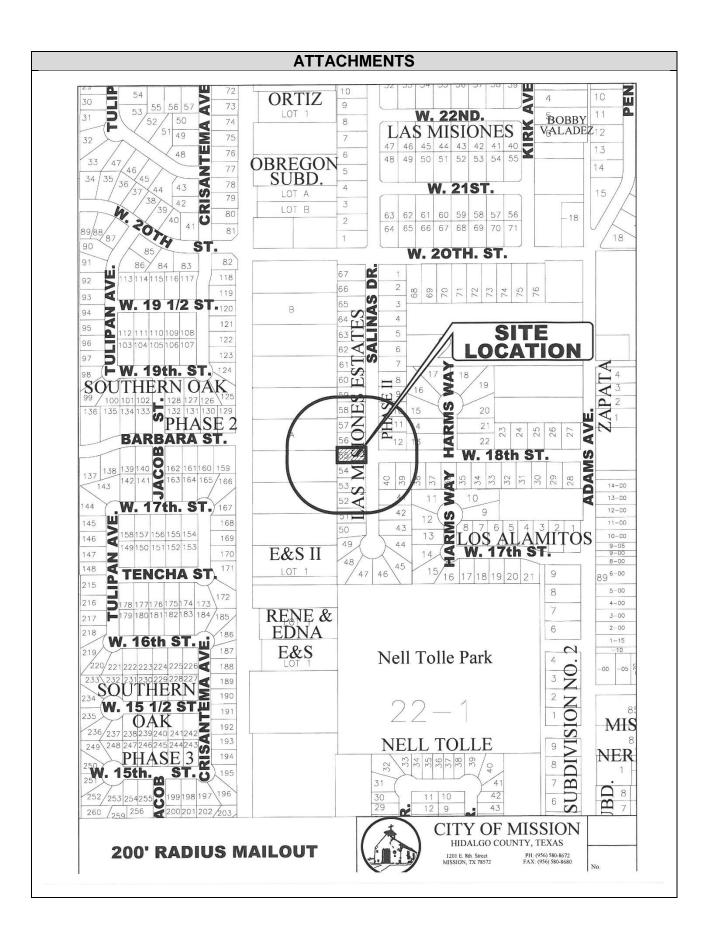














Irasema Dimas, Code Enforcement Supervisor Arturo Lerma, Senior Code Enforcement Officer Nancy Chavira, Code Enforcement Officer Joseph Flores, Code Enforcement Officer Angel Garcia Jr., Code Enforcement Officer Yvette Villarreal, Code Enforcement Clerk

August 13, 2025

Case# 25-08-G-013

Diana V. Sanchez 1717 Salinas St. Mission, TX 78572-7339

Dear Property Owner/Occupant:

A visual exterior inspection was conducted of a property located 1717 Salinas Dr. Mission, TX, bearing a legal description of Las Misiones Estates Ph 2 Lot 55, which according to the real property records of Hidalgo County, you own. After conducting the inspection, it is noted that the construction taking place on the property without first obtaining the required permits. This is a violation of City of Mission Code of Ordinance; Chapter 18 – Buildings and Building Regulations.

Under the provisions of City of Mission Code of Ordinance; Chapter 18 – Building and Building Regulations – Section 18-32 – Residential Code adopted; 2021 International Residential Code (IRC). Section 105 Permits; R105.1 Required. Any owner or owner's authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert, or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be performed, shall first make application to the building official and obtain the required permit. Since a permit was not acquired, a double permit fee will be assessed pending approval of the building permit application by the Planning and Inspection Department.

You have (10) calendar days from date of notice to make contact with the Code Enforcement Department at (956) 580-8697 to discuss the options available to comply. If you fail to make contact within the timeframe provided herein then other enforcement measures may be taken, including but not limited to, the assessment of fines and court costs.

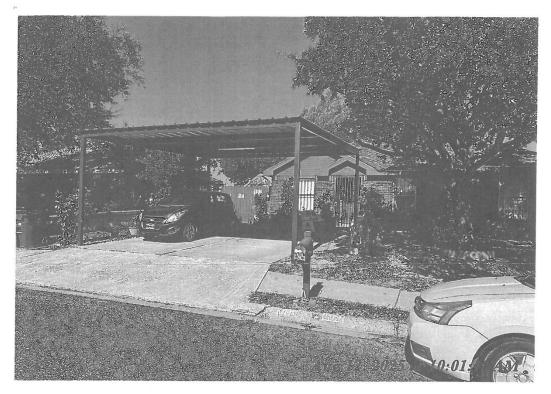
As a property owner, you may file an application for a variance with the Zoning Board of Adjustments. We thank you for your understanding and prompt attention to this matter.

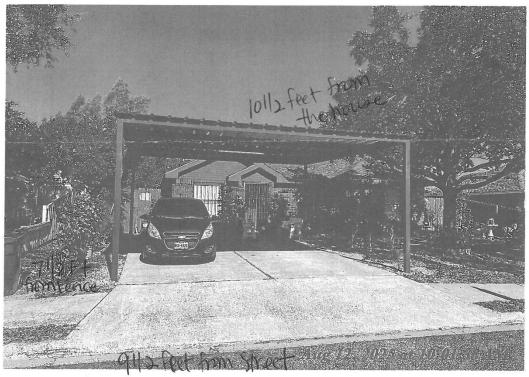
Respectfully,

Angel Garcia Jr.

Code Enforcement Officer

117 E Tom Landry St. | Mission, Texas 78572 | (956)580-8697 | codeenforce@missiontexas.us







## BUILDING INSPECTIONS DIVISION RESIDENTIAL PERMIT APPLICATION AND SUBMITTAL CHECKLIST

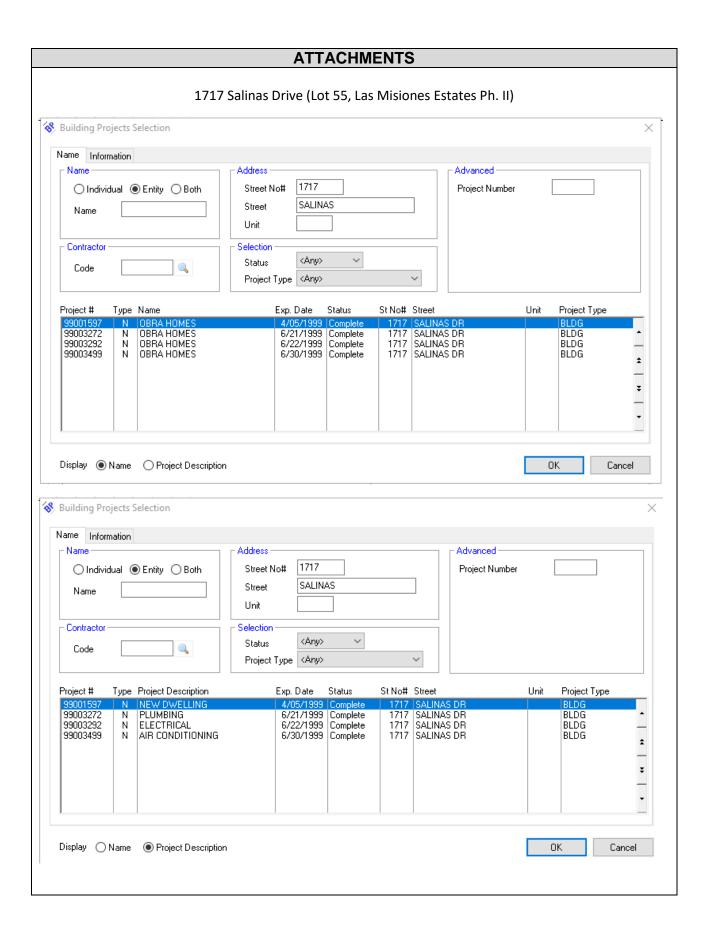
11101 21111	·25·25 STAFFTXDOT PERMIT					
Project Address 1717 Sallhas St	GEO ID#					
Lot Block Subdivision Name						
Description of Work (av Doy+ Installation						
(example: new single family dwelling, remodel existing dwelling, addition to existing dwelling, new porch/garage, solar panels)						
Square Footage of Living Area Patio/Porch G	arage/Carport (1) (1) Total					
OWNER/CONTRACTOR INFORMATION:	1007					
General Contractor: Metale rectors Contact Name: Gerando Si Va Phone: \$67-0984						
Owner's Name: Governo Siva Diana V Sanchez						
Property Address: 111 9 W S C Oyuner's	Phone#: (956) 8407 0984 780-1162					
	TFICATE OF OCCUPANCY HAVE THIS INFORMATION)					
Estimated Project Cost: \$ 2,250°C Email Addres	s. Je vatars to fire and to fire					
SUBMITTAL CHECKLIST						
Please submit the following items along with the completed application above.						
UNDER NO CIRCUMSTANCES WILL AN INCOMPLETE AND/OR PARTIAL SUBMITTAL BE ACCEPTED.						
Effective immediately, NO application will be accepted without a 202	4 REScheck Compliance Report					
(www.energycodes.gov), Manual J (A/C Report), an engineered sealed Windstorm Plan and a complete set of						
plans in the size of 11x17.	FOR OFFICE NOTES ONLY					
Complete set of plans is to include the following:	Densed					
Site Plan	at Most neet 18th front sexback					
Foundation Plan	At Most neet 18th front setborche from the Property Isne					
Floor Plan						
Mechanical, Electrical and Plumbing Plans						
Elevation Plan						
Driveway and Sidewalk						
SPECIAL CONDITIONS: Must comply with all						
2024 IBC, IRC, IFC, IPC, IMC, IFGG, IECC, ISPSC, IPMC, 2023 NEC Code Requirements,	2002					
State Law, Local Ordinances & Setback Requirements	10-					

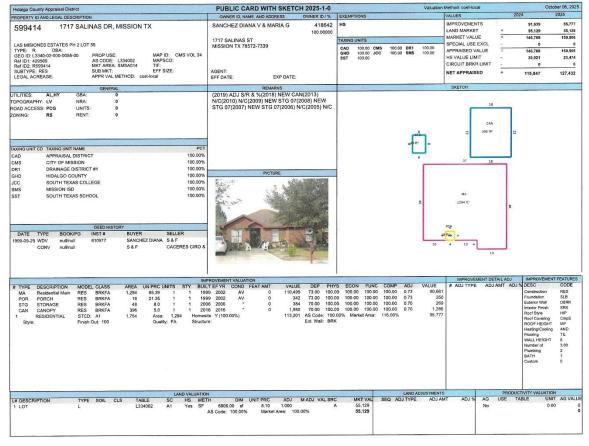
A pre-pour survey by a licensed surveyor and/or civil engineer will be required to ensure setback/easement compliance on any cul-de-sac lots and/or irregular lots, if the house is placed on the exact setback allowed on a regular lot .

Please allow 3-5 business days to pick up permit or you may inquire at (956) 580-8691 or (956) 580-8687.

NO BUILDING SHOULD COMMENCE WITHOUT A BUILDING PERMIT.

#### INSPECTIONS DIVISION FIRE MARSHAL'S OFFICE 580-8691 580-8711 (Final Approval is deemed not officially approved unless all the requiements as set forth are fully complied with. Date: \_\_\_ Inititals: Any revised plans may need additional requirements). Pending: \_\_\_\_ Approved: \_\_\_\_ Denied: \_\_\_ Date: 8/11 Inititals: See Attachments for additional requirements/comments Fire Hydrant Required: \_\_\_\_\_ Yes \_\_\_\_ No Pending: \_\_\_ \_\_ Approved: \_\_\_\_\_ Denied: \_ Special Requirements: Fire Lane to be Painted: \_\_\_\_\_ Yes \_\_\_\_ MUST COMPLY WITH ALL APPLICABLE BUILDING HEALTH DEPARTMENT CODES, STATE LAWS, AND LOCAL CITY ORDINANCE REQUIREMENTS, AND 2018 ENERGY 580-8741 CODE Inititals: \_\_\_\_ Date: \_\_\_\_ PLANNING DIVISION Pending: \_\_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Grease Trap: \_\_\_\_\_ Yes \_\_\_\_\_ No 580-8672 Grease Trap: \_\_\_\_\_ Yes \_\_\_ Inititals: Date: 8-25-25 Comments: MFE: \_\_\_\_\_ Via Plat Note # : \_\_\_\_ STREETS/ENGINEERING DEPARTMENT Flood Zone \_\_\_\_\_ Elevation Certificate Required: \_\_\_\_ Yes \_\_\_\_No 580-8780 4'\_\_\_\_5'\_\_\_Sidewalk along \_\_\_\_ Asbestos Report Req'd: \_\_\_\_Yes \_\_\_\_No Inititals: \_\_\_ Date: \_\_\_\_ No Occupancy w/out Bus. License: \_\_\_\_Yes \_\_\_No Pre-Pour Survey Required \_\_\_\_\_Yes \_\_\_No Pending: \_\_\_\_ Approved: \_\_\_\_ Denied: \_\_\_ Detention/Retention Requirement \_\_\_ Yes \_\_\_ No Min. Setback Requirements Berms Required: \_\_\_\_\_ Yes \_\_\_\_\_ No Front: 20' Comments: Cul-de-sac Lot: Rear: 10'0.E. Side: 6 Corner Side: Garage: 18 WATER & WASTEWATER UTILITY DEPT. 580-8780 Inititals: \_\_ Date: \_\_ Pending: \_\_\_\_ Approved: \_\_\_\_ Denied: \_\_\_ Plat's Utilities Approved: \_\_\_\_ Yes \_\_\_\_ No Cross Connection Prevention: \_\_\_\_ Yes \_\_\_\_ No PCC Required: \_\_\_\_ Yes \_\_\_ No Comments: NOTES: 1. Must call for all inspections at 584-5161 2. Do not call Inspectors directly for any Inspections. A Building Permit is granted for the proposed Improvements 3. Keep all inspection Tags for your records. specifically conditioned upon the terms and req. set forth above 4. A Certificate of Occupancy will NOT be and on any other supplementary review and requirements sheets. issued if inspections are not completed, The individuals whose signature appears below has the authority i.e. missing or work is covered before being by the owner and/or other applicant to agree to the City's Inspected by the City. conditions, and further attests that he/she has read said conditions and agress to fully comply therewith. Signature of authorized agent





Page 3 of 6 Effective Date of Appraisal: January Date Printed: October 06, 2025 10:17 Printed By: KF Property ID: 599414 Powered By: <True Prodigy>

### MAILOUT LIST

PROP ID	name	addrDelive	addrCity	addrState	addrZip
	DE LEON JORGE & MINERVA	2002 ROYAL PALM ST	MISSION	TX	78572-3008
305818	FLORES RODOLFO JR	1710 N INSPIRATION RD	MISSION	TX	78572-7207
599370	QUEZADA JUAN M	1802 SALINAS ST	MISSION	TX	78572-7348
305805	**************************************				
599371	OLIVARES MARIA ELENA	1800 SALINAS ST	MISSION	TX	78572-7348
599400	ESPINOZA LYDIA Y	1710 SALINAS ST	MISSION	TX	78572-7337
599369	RUIZ MANUEL & HORTENCIA	1804 SALINAS ST	MISSION	TX	78572-7348
599373	PINA ENRIQUE & LORENA C	1803 HARMS WAY ST	MISSION	TX	78572-7334
599401	GUERRA ENCARNACION S & MARIA C	1708 SALINAS ST	MISSION	TX	78572-7337
599399	PEREZ GILBERTO & ARACELI TOVIAS	1721 W 18TH ST	MISSION	TX	78572-7332
599374	SALAZAR MARIA M	1805 HARMS WAY ST	MISSION	TX	78572-7334
599398	MOLINA DIANA	PO BOX 60154	CORPUS CHRISTI	TX	78466-0154
599397	CANO VERONICA	119 S BAY ST	FELLSMERE	FL	32948-6005
599372	CASTANEDA MATILDE	1801 HARMS WAY ST	MISSION	TX	78572-7334
599413	LOPEZ LORENZO & JUANA	1715 SALINAS ST	MISSION	TX	78572-7339
599368	GUERRA FERNANDO & MAYRA ALEJANDRA SOLIS-LOPEZ	PO BOX 6231	MCALLEN	TX	78502-6231
599414	SANCHEZ DIANA V & MARIA G	1717 SALINAS ST	MISSION	TX	78572-7339
599411	PAEK ROBIN & ALMA A	2424 CHRISTINA AVE	MISSION	TX	78572-1917
599410	PAEK ROBIN & ALMA A	2424 CHRISTINA AVE	MISSION	TX	78572-1917
599418	ZALETA MARIA	1807 SALINAS ST	MISSION	TX	78572-7336
599416	MARTINEZ JORGE ALBERTO JR	1803 SALINAS ST	MISSION	TX	78572-7336
599412	MORALES DORA ELIA	1713 SALINAS DR	MISSION	TX	78572-7339
599415	TREJO ALFREDO	1801 SALINAS ST	MISSION	TX	78572
599417	PENA PATRICIA	1805 SALINAS DR	MISSION	TX	78572-7336
305822	FUENTES CHRISTOPHER	PO BOX 3515	MISSION	TX	78573-0060