



**MEETING DATE:** August 26, 2024

**PRESENTED BY:** Susana De Luna, Planning Director

**AGENDA ITEM:** Consider a Variance request to allow an installation of septic tank at 3101 S. Conway Avenue, out of Lot 10-7, West Addition to Sharyland Subdivision, as requested by Windfield Communities - De Luna

**NATURE OF REQUEST:**

On August 21, 2024 the Planning and Zoning Commission held a Public Hearing to consider the variance request to allow an installation of a septic tank. The subject site is located on the Northeast corner of S. Conway & future Los Indios Parkway.

On August 9, 2024 staff received a letter from Pablo Martinez, Vice President of Winfield Communities requesting the installation of a septic system at 3101 S. Conway Avenue. The site was previously serviced by an existing OSSF system that is outdated and out of service. Currently, the Milagro Subdivision is under construction and will be available to extend utilities to this location. The structure will serve as a sales and construction office for personnel use as the project develops up until the said lot will need to be cleared for new vertical construction. The building is classified as a temporary sales office for the sale of lots which is considered a permitted use per Article VIII – Use Districts and Conditional Uses.

There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

**BUGETED:** Yes / No / N/A **FUND:** \_\_\_\_\_ **ACCT. #:** \_\_\_\_\_

**BUDGET:** \$ \_\_\_\_\_ **EST. COST:** \$ \_\_\_\_\_ **CURRENT BUDGET BALANCE:** \$ \_\_\_\_\_

**BID AMOUNT:** \$ \_\_\_\_\_

**STAFF RECOMMENDATION:** Staff recommends approval.

**Departmental Approval:** N/A

**Advisory Board Recommendation:** N/A

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

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

**DISAPPROVED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

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