



MEETING DATE: August 25, 2026

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

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit for a Coffee Shop – Gray Avenue Coffee in a property zoned (C-2) Neighborhood Commercial District, being Lot 1, Bannworth Business Center Subdivision, located at 1821 N. Shary Road, Suite 8. Applicant: Grecia Ramirez, Adoption of Ordinance #_____ - Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 07, 2026 – Application for a Conditional Use Permit (“CUP”) submitted to the City.
- July 23, 2026 – Following State and local law, notice of the required public hearings mailed to all property owners within 200 feet of the subject tract.
- August 5, 2026 - Public hearing and consideration of the requested Conditional Use Permit by the Planning and Zoning Commission (P&Z)
- August 25, 2026 – Public hearing and consideration of the requested Conditional Use Permit by the City Council.

Summary:

- The site is located along the West side of Shary Road between Village Drive and Mulberry Street.
- Per the Code of Ordinance, a Restaurant in a C-2 zone requires the approval of a Conditional Use Permit.
- The applicant is leasing a 1,180 sq. ft. suite and is proposing to open a Coffee Shop.
- The Coffee Shop will offer both sit-down and to-go services
- Access to the site is via a 30’ access driveway off of Shary Road.
- The hours of operation are as follows: Monday – Wednesday, 6:30 a.m. to 6:00 p.m.; Thursday, closed; Friday, 6:30 a.m. – 6:00 p.m.; Saturday, 8:00 a.m. to 7:00 p.m.; Sunday, 8:00 a.m. – 3:00 p.m.
- Staff: 2 employees per shift
- Parking: There are a total of 51 seating spaces proposed, which require 17 parking spaces (51 seating spaces/3 = 17 parking spaces). It is noted that the parking area is held in common; there are 48 existing parking spaces shared with other businesses, thus meeting code.
- The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (20) legal notices to the 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:

- 2-year permit to continue to assess this new operation;
- Must comply with all City Codes (Building, Fire, Health, etc.)
- Acquire a business license prior to occupancy
- CUP is not transferable to others.
- Hours of operation: Monday – Wednesday, 6:30 a.m. to 6:00 p.m.; Thursday, closed; Friday, 6:30 a.m. – 6:00 p.m.; Saturday, 8:00 a.m. to 7:00 p.m.; Sunday, 8:00 a.m. – 3:00 p.m.

Departmental Approval: Approval

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *JP7*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____