



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 an Event Center – Charmed Event Venue in a property zoned (C-3) General Business District, being Lot 19, Sparks & Townsend Plaza, located at 2704 E. Griffin Parkway, Ste. A1 Applicant: Kathryn Resendez, Adoption of Ordinance #_____ - Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 10, 2026 – Application for a Conditional Use Permit (“CUP”) submitted to the City.
- July 23, 2026 – In accordance with State and local law, notice of the required public hearings mailed to all property owners within 200 feet of 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 South side of E. Griffin Parkway (F.M. 495) approximately 450 feet West of Taylor Road.
- Pursuant to Section 1.43 (3)(F) of the City of Mission Code of Ordinances, an Event Center requires the approval of a conditional use permit by the City Council.
- The applicant is leasing a suite for an Event Center that will be named “Charmed Event Venue”.
- Proposed activities: The venue features several types of events and private gatherings.
- The proposed hours of operation are as follows: Every day from 11:00 a.m. to 8:00 p.m.
- Staff will be 2 employees
- Parking: There are a total of 103 parking spaces held in common for the plaza.
- The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (62) 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:

- Approval for one (1) year to continue to assess this operation
- Must comply with all City Codes (Building, Fire, Health, etc.),
- Hours of operation are Every day from 11:00 a.m. to 8:00 p.m.
- Must comply with the noise ordinance
- Acquisition of a business license prior to occupancy,
- CUP not be transferable to others
- Maximum occupancy is 25 people

Departmental Approval: Approval

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *JP7*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____