



MEETING DATE: June 23, 2026

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

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit to allow a Portable Building for an Office Use in a property zoned (C-4) Heavy Commercial District, Lots 3, 4, 5, and 6, Mission Palms Plaza Subdivision, located at 1609 E. Expressway 83. Applicant: Samantha Santos, Adoption of Ordinance # _____ - Cervantes

NATURE OF REQUEST:

Project Timeline:

- May 07, 2026 – Application for Conditional Use Permit submitted to the City.
- May 21, 2026 – In accordance with State and local law, notice of the required public hearings mailed to all the property owners within 200 feet of the subject tract and notice of public hearings was published in the Progress Times.
- June 3, 2026 – Public hearing and consideration of the Conditional Use Permit by the Planning and Zoning Commission.
- June 23, 2026 – Public hearing and consideration of the Conditional Use Permit ordinance by the City Council

Summary:

- The site is located approximately 600 feet East of Stewart Road along the North side of Expressway 83.
- Pursuant to Section 1.45 (3)(F) of the City of Mission Code of Ordinances, a portable building requires the approval of a conditional use permit by the City Council.
- The applicant, Ms. Samantha Santos, is requesting a Conditional Use Permit for a Portable Building to be used as an office for a retail plant nursery business. The last Conditional Use Permit approved for this location was on September 11, 2023, for Universal Landscaping.
- **Days/Hours of Operation:** Tuesday – Friday from 9:00 a.m. to 6:00 p.m. and Saturday and Sunday from 9:00 a.m. to 3:00 p.m.
- **Staff:** 2 employees
- **Parking:** The business requires a minimum of 4 parking spaces. The site has a total of 20 spaces, thus in compliance with the parking code requirements. Staff notes that the parking area needs to be re-striped.
- 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:

Staff recommends approval of the request, subject to compliance with the following conditions:

1. 1-year approval to assess this operation
2. Must to comply with all City Codes (Building, Fire, Health, Landscaping, etc.)

3. Acquire a Business License prior to occupancy.
4. CUP is not transferable to others
5. Hours of Operation are from Tuesday to Friday from 9:00 a.m. to 6:00 p.m. and Saturday and Sunday from 9:00 a.m. to 3:00 p.m.

Departmental Approval: Approval with conditions

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *JP7*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____