

**NOTICE OF SPECIAL MEETING**  
**MISSION ECONOMIC DEVELOPMENT CORPORATION**  
**NOVEMBER 29, 2022      5:30 P.M.**  
**CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

**PRESENT:**

Richard Hernandez, President  
Pete Jaramillo, Vice President  
Dr. Sonia Treviño, Treasurer  
Jose G. Vargas  
Noel Salinas  
Mayor Norie Gonzalez Garza

**ABSENT:**

Balde Morales

**ALSO PRESENT:**

Eugene Vaughan, JGKL, LLP

**STAFF PRESENT:**

Tecló J. Garcia, CEO  
Joel Garza, Chief Operating Officer  
Stepanie Palacios, Finance Officer  
Judy Vega, Executive Assistant  
Randy Perez, City Manager  
Angie Vela, Finance Director  
Ezeiza Garcia, Assistant Finance Director  
Joe Salazar, Accountant  
Christian Garza, Accountant

**1. Call to order**

With a quorum being present President Richard Hernandez called the meeting to order at 5:30 PM.

**2. Roll Call**

Executive Assistant Judy Vega confirmed a quorum was present.

**3. Approval of Minutes:**

**A. Regular Meeting of October 18, 2022**

**B. Special Meeting of November 16, 2022**

There being no corrections or additions, Jose G. Vargas moved for approval of the meeting minutes of October 18, 2022, as presented. Motion was seconded by Treasurer Dr. Sonia Treviño and approved 6-0.

There being no corrections or additions, Treasurer Dr. Sonia Treviño moved for approval of the special meeting of November 16, 2022, as presented. Motion was seconded by Vice President Pete Jaramillo and approved 6-0.

**4. Naming of CEO**

Vice President Pete Jaramillo moved to accept the naming of Tecló J. Garcia as CEO of the Mission Economic Development Corporation (Mission EDC). Motion was seconded by Jose G. Vargas and approved 6-0.

**5. Swearing in of Appointed Board of Director**

Notary Public Judy Vega swore in appointed Board of Director Noel Salinas to the Mission EDC Board. He replaces Secretary Aissa I. Garza, whose term expires December 31, 2022. Mr. Salinas introduced himself by saying that he is from Mission and his background is in the healthcare field. He thanked the Board for the opportunity to serve.

**6. Acceptance of Quarterly Report of Investments for the Quarter ending September 30, 2022 and Interest Earned for Twelve Months ending September 30, 2022**

Finance Director Angie Vela presented and recommended acceptance of the Quarterly Report of Investments for the Quarter ending September 30, 2022, and Interest Earned for Twelve Months ending September 30, 2022

Jose G. Vargas moved for acceptance of the quarterly report as presented. Motion was seconded by Treasurer Dr. Sonia Treviño and approved 6-0.

**7. Approval of Invoice #8 from the City of Mission in the amount of \$471,011.80**

Assistant Finance Director Ezeiza Garcia presented and recommended approval of Invoice #8 from the City of Mission. She mentioned that this was a reimbursement for improvements related to the Shary Business Park improvements from an EDA grant of \$3,750,000 million. Total paid out as of October 2022 is \$2,551,997.35, total reimbursed is \$2,080,985.55. This invoice is for \$471,011.80.

Treasurer Dr. Sonia Treviño moved for the approval of invoice #8 from the City of Mission in the amount of \$471,011.80. Motion was seconded by Jose G. Vargas and approved 6-0.

**8. Authorize CEO to negotiate and execute a Development Agreement between Mission Economic Development Corporation and the developer of two coffee shops for an economic incentive capped in an amount not to exceed \$100,000 over a period of five (5) years**

CEO Teclo Garcia said this is an incentive that was previously presented to the Board. He is requesting authorization to proceed with the creation of a development agreement subject to continued negotiations.

Vice President Pete Jaramillo moved to authorize the CEO to negotiate and execute a Development Agreement between Mission Economic Development Corporation and the developer of two coffee shops for an economic incentive in an amount not to exceed \$100,000 over a period of five (5) years. Motion was seconded by Jose G. Vargas and approved 6-0.

A notice of intention and notice of public hearing for this project were published on September 23, 2022, and a public hearing was held on October 18, 2022. The comment period ended November 22, 2022.

**9. Authorize CEO to negotiate and execute a Development Reimbursement Agreement between the Mission Economic Development Corporation and the City of Mission relating to a grant offered by the City of Mission a restaurant to be located on Bryan & Frontage Road, Mission, Texas, in an amount not to exceed \$500,000 over a period of 30 years**

CEO Tecló Garcia said this is an incentive that was previously presented to the Board. He is requesting authorization to proceed with the creation of a development agreement subject to continued negotiations.

Treasurer Dr. Sonia Treviño moved to authorize CEO to negotiate and execute a Development Agreement between Mission Economic Development Corporation and the City of Mission relating to a grant offered by the City of Mission a restaurant to be located on Bryan & Frontage Road, Mission, Texas, in an amount not to exceed \$500,000 over a period of 30 years. Motion was seconded by Vice President Pete Jaramillo and approved 6-0.

A notice of intention and notice of public hearing for this project were published on September 23, 2022, and a public hearing was held on October 18, 2022. The comment period ended November 22, 2022.

**10. Authorize CEO to negotiate and execute a Development Agreement for a distribution facility, to be located on Mayberry Road & Melba Carter, Mission, Texas, in an amount not to exceed \$390,000 over a period of five (5) years and a job creation incentive in an amount not to exceed \$1,000 per job for a period of three (3) years**

CEO Tecló Garcia mentioned that he will be communicating with the developer to further discuss this project. He is requesting that the item is tabled.

Jose G. Vargas moved to table this item. Motion was seconded by Treasurer Dr. Sonia Treviño and approved 6-0.

A notice of intention and notice of public hearing for this project were published on September 23, 2022, and a public hearing was held on October 18, 2022. The comment period ended November 22, 2022.

**11. CEO Report on Economic Activity**

CEO Tecló Garcia gave a brief report on sales tax revenues by saying that Year-to-Date sales receipts were at \$22.5M, compared to last year's sales tax, which were at \$19.5M, a difference of \$3M. The city has grown by 15% compared to larger cities like Laredo and Corpus Christi. The CEO projects sales receipts will be close to \$25M by the end of 2022. In 2015, receipts totaled \$13M, 2017 \$13.7M, 2018 \$14.3M, 2019 \$15.4M, 2020 \$15.5M, and last year \$21M. The CEO also reported on single family home values and said a median home in Hidalgo County is \$225,000, while statewide single-family homes are selling at \$345,000. Mr. Garcia also reported on unemployment and job creation. He will be reporting these types of numbers on a regular basis.

**12. President Comments**

President Richard Hernandez thanked Mayor Norie Gonzalez Garza for her confidence and welcomed new Board member Noel Salinas. He also thanked former Board member Aissa I. Garza for her service on the Board and the Board of Directors for their time and availability.

Jose G. Vargas and Vice President Pete Jaramillo expressed their gratitude to the Board of Directors, CEO Teclo Garcia, and the MEDC staff for their hard work. Noel Salinas said he was happy to serve on this Board and was excited to see good things happen.

**13. Adjournment.**

Treasurer Dr. Sonia Treviño moved to adjourn the meeting. Motion was seconded by Vice President Pete Jaramillo and approved 6-0. The meeting was adjourned at 5:59 PM.

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Richard Hernandez, President

ATTEST:

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Deborah L. Cordova, Secretary

**NOTICE OF SPECIAL MEETING  
MISSION ECONOMIC DEVELOPMENT CORPORATION  
JANUARY 25, 2023            4:00 PM  
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

**PRESENT:**

Richard Hernandez, President  
Jose G. Vargas, Vice President  
Deborah L. Cordova, Secretary  
Estella Saenz, Treasurer  
Noel Salinas  
Carl Davis  
Mayor Norie Gonzalez Garza

**ABSENT:**

**ALSO PRESENT:**

Greg Kerr, JGKL LLP  
Adrian Arriaga, Sperry Commercial Real Estate  
Group  
Berenice Garcia, The Monitor  
Steve Taylor, RGV Guardian

**STAFF PRESENT:**

Tecló J. Garcia, Chief Executive Officer  
Joel A. Garza, Chief Operating Officer  
Judy Vega, Executive Assistant  
Angie Vela, Finance Director  
Ezeiza Garcia, Assistant Finance Director  
Randy Perez, City Manager  
Stephanie Palacios, Finance Officer  
Naxiely Lopez, Director of Marketing &  
Communications  
Victor Flores, City Attorney  
Joe Salazar, Accountant

**1. Call to order and establish quorum**

After establishing a quorum of the Board of Directors, President Richard Hernandez called the meeting to order at 4:15 PM

**2. Swearing in of Appointed Board of Directors**

Notary Public Judy Vega swore in the following appointed board of directors: Richard Hernandez, Jose G. Vargas, Estella Saenz, Noel Salinas, Carl Davis, and Deborah L. Cordova. Their terms expire December 31, 2024.  
Mayor Norie Gonzalez Garza is by position.

**3. Election of Officers**

President Richard Hernandez mentioned that the individuals named to serve on this Board are Richard Hernandez, Jose G. Vargas, Estella Saenz, Deborah Cordova, Noel Salinas, Carl Davis, and Mayor Norie Gonzalez Garza (by position). Councilman Abiel Flores is alternate for mayor position. Under the proposed Mission Economic Development Corporation By-Laws, the following officer positions are up for election: Vice President, Secretary, and Treasurer. President Richard Hernandez called for nominations from the floor.

Mayor Norie Gonzalez Garza nominated Jose G. Vargas for Vice President, Deborah L. Cordova for Secretary, and Estella Saenz for Treasurer. President Richard Hernandez called for any other nominations. There being that no other nominations, he then asked the nominees if they accepted the positions. All accepted.

Jose G. Vargas moved to elect himself for Vice President, Deborah L. Cordova for Secretary, and Estella Saenz for Treasurer of the Board. Motion was seconded by Noel Salinas and approved 7-0.

**4. Approval of Minutes: Meeting of November 29, 2022**

Mayor Norie Gonzalez Garza moved for approval of the meeting minutes of November 29, 2022 as presented. Motion was seconded by Vice President Jose G. Vargas and approved 7-0.

**5. Acceptance of Financial Statements:**

**A. Unaudited Financial Statement for September 2022**

**B. Unadjusted Financial Statement for October 2022**

Finance Director Angie Vela presented and recommended acceptance of the unaudited financial statement for the month of September 2022. City Manager Randy Perez mentioned that the city had an increase of 15.28% in sales tax revenue from last year.

Carl Davis moved for the acceptance of the unaudited Financial Statement for September 2022. Motion was seconded by Vice President Jose G. Vargas and approved 7-0.

Finance Director Angie Vela presented and recommended acceptance of the unadjusted Financial Statement for October 2022.

Vice President Jose G. Vargas moved to accept the unadjusted Financial Report for the month of October 2022. Motion was seconded by Noel Salinas and approved 7-0.

**6. Deliberation and possible action to approve Invoice #9 from the City of Mission in the amount of \$354,858.84 related to an EDA grant**

Assistant Finance Director Ezeiza Garcia presented and recommended approval of Invoice #9 from the City of Mission in the amount of \$354,858.84. This invoice is related to a \$3 million grant being used for drainage improvements related to property being developed by Killam Development. Ms. E. Garcia briefly explained that total paid to date is \$2,906,856.19. Total reimbursed was \$2,551,997.35, leaving a balance of \$354,858.84. She is requesting approval of the invoice.

Mayor Norie Gonzalez Garza moved for the approval of Invoice #9 from the City of Mission in the amount of \$354,858.84. Motion was seconded by Vice President Jose G. Vargas and approved 7-0.

- 7. Deliberation and possible action to approve Resolution No. 2023-01, Resolution of the Board of Directors of Mission Economic Development Corporation, designating a depository bank, and authorizing the performance of all banking functions relating to the opening and maintaining of bank accounts for the Mission Economic Development Corporation, and the designation of signatories on such accounts**

This resolution is required by Texas Community Bank; the bank designated as the depository bank for the \$3 million grant that was awarded to MEDC by the Economic Development Administration. The funds are being used to facilitate Killam Developments' Roadway & Drainage Improvements for their Shary Business Park Subdivision. Signatories named on the account with Texas Community Bank will be President Richard Hernandez, CEO Teclo J. Garcia, and Treasurer Estella Saenz.

Vice President Jose G. Vargas moved for the approval of Resolution No. 2023-01 as presented. Motion was seconded by Noel Salinas and approved 7-0.

Resolution No. 2023-01

Resolution of the Board of Directors of Mission Economic Development Corporation, designating a depository bank, and authorizing the performance of all banking functions relating to the opening and maintaining of bank accounts for the Mission Economic Development Corporation, and the designation of signatories on such accounts

- 8. Tabled 11/29/22: Deliberation and possible action to authorize CEO to negotiate and execute a Development Agreement for a distribution facility, to be located on Mayberry Road & Melba Carter, Mission, Texas, in an amount not to exceed \$390,000 over a period of five (5) years and a job creation incentive in an amount not to exceed \$1,000 per job for a period of three (3) years**

Mayor Norie Gonzalez Garza moved to bring this item off the table. Motion was seconded by Vice President Jose G. Vargas and approved 7-0.

No action was taken.

- 9. Deliberation and possible action to authorize CEO to engage professional services with Sperry Commercial Real Estate Group as listing agent for Mission EDC real property.**

CEO Teclo J. Garcia introduced this item by saying that Adrian A. Arriaga with Sperry Commercial Real Estate Group is the listing agent of record for the City of Mission. He was also the listing agent of record for the Mission EDC, but his contract has expired. He is asking for Board for authorization to engage Sperry Commercial Real Estate Group for the marketing of MEDC's properties. Secretary Deborah L. Cordova asked if there was a proposed agreement available and on whether it had been reviewed by counsel. MEDC's legal counsel Greg Kerr mentioned that there is a proposed agreement, but that it has not been reviewed by him. He is proposing that it is approved subject to his review and approval.

Mayor Norie Gonzalez Garza moved to authorize CEO to execute the engagement for professional services with Sperry Commercial Real Estate Group as listing agent for Mission EDC, subject to review and approval of the listing agreement by legal counsel. Motion was seconded by Secretary Deborah L. Cordova and approved 7-0.

**10. Deliberation and possible action to authorize CEO to execute a professional services contract with ARES Services Inc., for legislative consulting services**

CEO Teclo J. Garcia is requesting authorization from the Board to execute a professional services contract with ARES Services, Inc., whose principal is Rigo Villarreal. Mr. Villarreal is a well-known lobbyist who has great affiliations with state representatives and state senators. Mr. Garcia said Mr. Villarreal shares the same goals he has for the City of Mission and will be of great assistance in reaching those goals during legislative session.

Vice President Jose G. Vargas moved to authorize CEO to execute a professional services contract with ARES Services Inc., for legislative consulting services. Motion was seconded by Carl Davis and approved 7-0.

At 4:50 PM, Jose G. Vargas moved to convene in closed session. Motion was seconded by Deborah L. Cordova and approved 7-0.

**11. Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001**

**Deliberation and possible action regarding commercial or financial information received the Mission EDC from a business prospect with which the Mission EDC is conducting economic development negotiations or with which the Mission EDC seeks to have to locate, stay, or expand operations in or near the City of Mission (as permitted under Tex. Gov't Code Sec. 551.087), including, but not limited to the following:**

**A. Report from CEO as to potential prospects**

**Deliberation and possible action regarding the purchase, exchange, lease, or value of real property (as permitted under Tex. Gov't Code Sec. 551.072), including, but not limited to the following:**

**A. M.E.D.C. Land**

**The Mission Economic Development Corporation Board of Directors will reconvene in open session to take any actions necessary.**

At 5:38 PM, Secretary Deborah L. Cordova moved to reconvene in Open Session. Motion was seconded by Carl Davis and approved 7-0.

No action was taken.

**12. CEO Report on Economic Activity**

CEO Teclo J. Garcia introduced three new Mission EDC team members. Director of Marketing & Communications Naxiely Lopez Puente; Financial Officer Stephanie Palacios; and CEED Receptionist Cynthia Garcia.

On economic activity, the CEO reported that the City of Mission issued nearly \$180 million in permits for new construction in 2022, one of the best years on record for a city of 90,000 residents. He also reported that this past calendar year 2022 was the best in retail sales taxes with \$24 million being reported. Unemployment rate for December 2022 was 6.3% while in January 2022 it was 8.4%.

Mr. Garcia provided a brief report on 2023's outlook by saying that high interest rates were the result of slower growth in retail and home purchases, as well as due to inflation. International trade opportunities with our neighboring Mexico present supply chain challenges for everyone, and that local developers continue to adjust to the current market.

Mr. Garcia reported that the Mission EDC team conducted several meetings at the ICSC's Red River Retail Dealmaking Conference in Dallas on January 19, 2022.

City of Mission elected officials and MEDC met with legislators and others, led by Mayor Gonzalez Garza, attended Swearing in Day for the House and Senate at the capitol. February 1<sup>st</sup> is Mission Day and February 22<sup>nd</sup> is Rio Grande Valley Day. The top legislative item is the Bryan Road/1-2 connectors (\$145M). Since Feb. 22<sup>nd</sup> would have been MEDC's next regular Board meeting, President Richard Hernandez proposed that the next meeting is held the following Wednesday, March 1<sup>st</sup>.

### **13. President Comments**

President Richard Hernandez thanked the Board of Directors for their time and for accepting to serve on this Board.

### **14. Adjournment**

Secretary Deborah L. Cordova moved to adjourn the meeting. Motion was seconded by Treasurer Estella Saenz and approved 7-0. The meeting was adjourned at 5:56 PM.

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Richard Hernandez, President

ATTEST:

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Deborah L. Cordova, Secretary



**KEEP MISSION  
BEAUTIFUL BEAUTIFICATION  
COMMITTEE REGULAR MEETING  
MISSION CITY HALL  
FEBRUARY 7, 2023 at 5:30 PM**

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**MINUTES**

**MEMBERS PRESENT:**

Lucille Cavazos  
Lisa Salinas  
Gavino Garza  
Mario Cantu

**ABSENT:**

**STAFF PRESENT:**

Anais Chapa, Assistant City Secretary  
Roel Mendiola, Sanitation Director  
Yaritza Peña, Administrative Coordinator

**REGULAR MEETING**

**CALL TO ORDER AND ESTABLISH QUORUM**

With a quorum being present, Roel Mendiola, Sanitation Director, called the meeting to order at 5:40 p.m.

**INTRODUCTION**

Mr. Mendiola introduced himself, Anais Chapa and Yaritza Peña and their roles with the City of Mission and the Keep Mission Beautiful Beautification Committee. At this time, it was also asked that each committee member introduce themselves and their interest in keeping Mission beautiful.

**NEW BUSINESS**

**A. Discussion of the expectations and goals for the committee**

Mr. Mendiola discussed the status of the Keep Mission Beautiful affiliation with Keep Texas Beautiful. The committee is currently in a provisional status with Keep Texas Beautiful. The committee was still pending to file a 501c3 application for approval. The committee was waiting to have a complete board prior to completing the application. At the moment, there is one vacancy on the committee. The ultimate goal for the committee was to integrate programs within our community to increase beautification efforts. It was the consensus between both board members and city staff that education for our citizens be a priority.

**B. Naming of Chairman and Officers**

Mr. Mendiola explained that we would have to vote for a committee chairman as well as a secretary and treasurer. However, it was decided that voting would take place once a board member was appointed to the last vacancy.

**C. Discussion of possible, upcoming beautification efforts**

At this time, Mr. Mendiola asked for ideas and suggestions on possible programs that could be implemented as part of the beautification efforts. Some of the suggestions included: placing

At this time, Mr. Mendiola asked for ideas and suggestions on possible programs that could be implemented as part of the beautification efforts. Some of the suggestions included: placing roll-off containers within neighborhoods for clean ups, planting more trees, "recycling" trees by transporting them from one place to another, and organizing "block parties" to educate our citizens on proper waste disposal and bulky item disposal. Mr. Mendiola also mentioned that we would begin planning for our Annual Trash Bash Event.

**DATE AND TIME OF NEXT MEETING**

The next meeting will be held on Tuesday, March 7, 2023.

**CHAIRMAN'S COMMENTS**

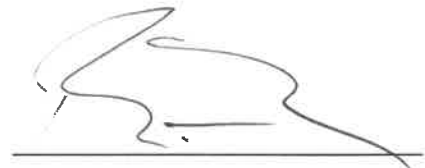
None.

**MEMBER'S COMMENTS**

Upon discussion, it was decided that each committee member would make a list of their top three priorities or project goals for this year. At the next meeting, we would be discussing each of these and deciding on three items to focus on for this year.

**ADJOURNMENT**

At 6:45 p.m., the meeting was adjourned.



Roel Mendiola, Sanitation Director

**MINUTES FOR THE  
MISSION CIVIL SERVICE COMMISSION  
February 21, 2023**

**Commission-Present**

**Jerry Saenz-Chairman  
Polo Garza--Vice-Chair  
Michael Davis-Member**

**Staff Present**

**Jesse Lerma Jr-CS Director  
Douglass Williams-Interim Fire Chief  
Cesar Torres-Chief of Police  
Victor Flores-Atty**

**Call to Order**

Mr. Jerry Saenz called the meeting to order at 9:00 a.m.

**Approval of Minutes-December 28, 2023**

Mr. Lerma submitted the minutes for review. After a brief discussion, Mr. Garza made a motion to approve the minutes as submitted. Mr. Davis seconded the motion. Motion was approved unanimously.

**Approval of Mission Police Department Entry Level Scores and the Creation of a New Eligibility List**

Mr. Lerma advised the Commission that they had conducted an entry level examination for the police department on February 13, 2023. Mr. Lerma advised them that they had 17 individuals signed up and only 16 showed up. The scores reflected that 10 passed and 6 failed the written examination. After a brief discussion, Mr. Davis made a motion to approve the scores as presented and to create a new eligibility list. Mr. Garza seconded the motion. Motion was approved unanimously.

**Approval of Mission Fire Department Promotional Examination Resource List for Deputy Chief**

Mr. Lerma advised the Commission that City Council acted at the last city council meeting to create a new Deputy Chief position to assist with the transition to a fire-based EMS. Due to those actions we will need to start the process to fill the position. Mr. Lerma advised the Commission that Chief Douglass was recommending the following sources for approval:

1. Management in the Fire Service 5<sup>th</sup> Edition
2. Leadership Challenge 6<sup>th</sup> Edition
3. Chief Officer 3<sup>rd</sup> Edition

After a brief discussion, Mr. Davis made a motion to approve the resource list that was recommended by staff. Mr. Garza seconded the motion. Motion was approved unanimously.

**Approval of Mission Fire Department Promotional Examination Schedule for Deputy Chief**

Mr. Lerma presented the Commission the following testing schedule for approval:

1. Post Resource List-February 21, 2023
2. 30 Day Notice-April 24, 2023
3. Deadline to Submit MOI- May 11, 2023
4. Date of Examination-May 25, 2023

After a brief discussion, Mr. Garza made a motion to approve the schedule as presented. Mr. Davis seconded the motion. Motion was approved unanimously.

**Pending Business**

Mr. Lerma advised the Commission of a pending retirement of LT Zuniga at the police department and that he would keep them informed of luncheon and required action to fill that position.

**Adjourn**

Meeting was adjourned at 9:15 a.m.

**PLANNING AND ZONING COMMISSION  
DECEMBER 21, 2022  
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

**P&Z PRESENT**

Connie Garza  
Diana Izaguirre  
Hector Moreno  
Raquenel Austin  
Javier Barrera  
Ruben Arcaute

**P&Z ABSENT**

Jasen Hardison  
Debra Alvarez

**STAFF PRESENT**

Susie De Luna  
Alex Hernandez  
Jessica Munoz  
Gabriel Ramirez

**GUESTS PRESENT**

Yuliana Salinas  
Blanca A. Rodriguez  
Sabrina Escobar  
Osbaldo Salinas  
Antonio Marines  
Eric Pena  
Ana Lidia Nava  
Quiricho, LTD  
Carolyn Sanchez  
Jaime Sanchez  
Adelaida Villarreal  
Narda Pacheco  
Daniel Sanchez  
Lane Rangel  
Ingrid Ortiz  
Robert Galligan  
Rodrigo Rodriguez  
Robert L. Bell  
Diana Reyna  
Raul Zarate  
Marco Mascorro  
Jesus Trevino  
Raul Sesin  
Sam Bentsen

**CALL TO ORDER**

Chairwoman Izaguirre called the meeting to order at 5:31 p.m.

**CITIZENS PARTICIPATION**

Chairwoman Izaguirre asked if there was any citizen's participation.

There was none.

**APPROVAL OF MINUTES FOR NOVEMBER 21, 2022**

Chairwoman Izaguirre asked if there were any corrections to the minutes for November 21, 2022. Mrs. Garza moved to approve the minutes as presented. Mr. Arcaute seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:32 p.m.**

**Ended: 5:33 p.m.**

**Item #1.1**

**Rezoning:**

**Lot 12, Block 1, East Side Addition  
R-1 to C-3**

**Cynthia Ingrid Ortiz Castilla**

Ms. De Luna went over the write-up stating the subject site is located at the Southwest corner of Naranjo Ave. and Matamoros Street.

**SURROUNDING ZONES:** N: P – Public  
E: R-2 – Duplex – Fourplex Residential  
W: R-1 – Single-Family Residential  
S: R-1 – Single-Family Residential

**EXISTING LAND USES:** N: Holy Rosary Church  
E: Apartments  
W: Vacant  
S: Vacant  
Site: Vacant

**FLUM:** Low Density Residential (LD)

**REVIEW COMMENTS:** The proposed zone does not comply with the City's Future Land Use Map, and surrounding land uses. Approving a C-3 zone would be detrimental to the surrounding properties.

**RECOMMENDATION:** Staff recommends Denial.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to deny the rezoning request as per staff recommendation. Mr. Barrera seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:33 p.m.**

**Ended: 5:49 p.m.**

**Item #1.2**

**Rezoning: Lot 65 and the West ½ of Lot 64,  
Shary Villas Subdivision  
R-1 to C-1  
Jesus Trevino**

Ms. De Luna went over write-up stating the subject site is located at the Southeast corner of N. Shary Road and E. 20<sup>th</sup>. Street.

**SURROUNDING ZONES:** N: R-1 – Single-Family Home  
E: R-1 – Single-Family Home  
W: R-1 – Single-Family Home  
S: AO-I – Agricultural Open Interim

**EXISTING LAND USES:** N: Single-Family Home  
E: Single-Family Home  
W: Single-Family Home  
S: Bannworth Park  
Site: Single-Family Home

**FLUM:** Lower Density Residential (LDA)

**REVIEW COMMENTS:** The proposed zone does not comply with the City's Future Land Use Map, and surrounding land uses. Approving a C-1 zone would be detrimental to the surrounding properties.

**RECOMMENDATION:** Staff recommends Denial.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Mr. Ciro Ochoa Jr. spoke on behalf of Jose Angel Trevino who resides adjacent to this property. He stated they were opposed to this request. He added that a business is not allowed in this subdivision.

Mr. Raul Zarate who resides at 2413 E. 20<sup>th</sup> Street and represents Shary Villas stated that they were opposed to this request. He added that he collected a total of 45 signatures that were in opposition.

Mr. Mike Trevino who resides at 2401 E. 20<sup>th</sup> stated he was in opposition to this request. He stated that he has lived here all his life. He added that in the deed restrictions it states that no businesses are allowed in the subdivision.

Mr. Raul Segin spoke on behalf of Jesus Trevino the owner of the property. He stated that this property is facing Shary Road and is part of the subdivision. He added that the idea was to remodel the existing home into office space for Mr. Trevino's architectural firm. He mentioned that customers would be seen by appointment only and that the internal street would be limited to use of only employees.

Chairwoman Izaguirre asked if the building would stay the same?

Mr. Raul Segin stated that the building would stay the same. He added that the wall blocking Shary road would be removed to have frontage to Shary.

Discussion amongst the board members.

Mrs. Diana Reyna who resides at 2403 E. 21<sup>st</sup> stated that after hearing all the discussion, she had some comments to make. She added that Jenny Townsen was the original owner of that property and lived there until the very end. Mrs. Reyna mentioned that her and some neighbors are not in opposition. She added that they want Shary Road to grow but not within their subdivision. She added that the neighborhood would have an increase in traffic and the safety of there children would be at risk.

No Action was taken.

**Started:** 5:49 p.m.  
**Ended:** 5:56 p.m.  
**Item #1.3**  
**Rezoning:**

**Lot 2, Yessica Pedraza Subdivision**  
**R-1 to R-3**  
**Armando Pena, III**

Ms. De Luna went over write-up stating the subject site is located 280' north off E. Griffin Parkway and 150' east off Orange Avenue.

**SURROUNDING ZONES:**

N:	AO-I & P	– Agricultural Open Interim & Public
E:	R-1	– Single-Family Home
W:	R-1	– Single-Family Home
S:	C-2	– Neighborhood Commercial

**EXISTING LAND USES:**

N:	Single-Family Home & Agape School
E:	Single-Family Home
W:	Single-Family Home
S:	Frobel Learning Center
Site:	Single-Family Home

**FLUM:** Lower Density Residential (LDA)

**REVIEW COMMENTS:** The proposed zone does not comply with the City's Future Land Use Map, and surrounding land uses. Approving an R-3 Zone would be detrimental to the surrounding properties.

**RECOMMENDATION:** Staff recommends Denial.

Ms. De Luna mentioned that staff received a petition reflecting 71% in opposition. Ms. De Luna added that the concerns were in regards to the property being surrounded by homes and should remain an R-1 zone. She added that the only access to this property is through an alley on the west side. Rose Marie Avenue on the north does not exist.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Mr. Robert Bell who resides at 2314 Orange stated that he was opposed to this request. He added that this property is surrounded by homes and has no access.

Mr. Rogelio Gutierrez who resides behind the vacant lot is opposed to this request. He stated that their neighborhood has a lot of vandalism and building apartments would create more problems.

Dr. Lalo Villarreal who resides at 1307 E. 24<sup>th</sup> Street stated that he was opposed to this request. He added that the map presented was a miss representation of the property, Rose Marie Street does not exist. Dr. Villarreal mentioned that in order to comply, Rose Marie needs to be added to 24<sup>th</sup> Street.

Mr. Jaime Sanchez who resides at 2328 Orange Street stated that he is opposed to this request. He added that approving this request would cause more traffic to the area.



**Started: 5:34 p.m.**

**Ended: 5:35 p.m.**

**Item #1.5**

**Conditional Use Permit:**

**Guest House**

**1502 Esperanza Avenue**

**Lot 18, Los Ebanos Village**

**R-1**

**Sabrina Escobar**

Ms. De Luna went over write-up stating the subject site is located 139' west of Los Ebanos Road along the north side of Esperanza Avenue. The owner has applied for a construction permit for a single-family residence thereon and is requesting a conditional use permit for the construction of a guesthouse to include a storage and a carport. The structure is proposed to have 510 sq.ft. of living area. It will consist (1) bedroom, (1) bathroom, and a storage – see site plan. Guest houses are allowed in a Single-Family Zone as long as they apply for a conditional use permit and comply with the following conditions:

The conditions of the CUP require:

- That the lot be a minimum of 12,000 sq.ft.
- Cannot be made available or used for lease, rent, hire, and the owner of such use may not receive remuneration for the use of one of the above.
- Proposal must be clearly secondary to the primary residence
- Shall not have access to a public street. (No shared/extended driveway)
- Shall not have a separate kitchen area

**REVIEW COMMENTS:** The lot is 13,392 sq.ft. and all building setbacks will be met. The proposed driveway is more than sufficient to accommodate any guest vehicle. The guest home must be connected to the same water and electrical meters, i.e. no separate utilities. Staff mailed out 15 notices to property owners within 200' radius and staff has not received any comments in favor or against this request.

**RECOMMENDATION:** Staff recommends approval subject to: 1) no separate utility and electrical connections, 2) transferability to other future owners imposing the same conditions imposed to this applicant, and 3) not to be used for rental purposes.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to approve the conditional use permit as per staff's recommendation. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:34 p.m.**

**Ended: 5:35 p.m.**

**Item #1.6**

**Conditional Use Permit:**

**Guest House  
1005 Alameda Drive  
Lot 1005 Alameda Drive  
Lots 14 & 15, Mayberry Manor  
R-1  
Osbaldo Salinas**

Ms. De Luna went over write-up stating the subject site is located 990' east of Mayberry Road along the north side of Alameda Drive. The applicant is requesting a conditional use permit for the construction of a guesthouse to include (2) bedrooms, (2) bathrooms, loft, gaming area and a porch. The guest house will have 672 square feet. Guest houses are allowed in a Single-Family Zone as long as they apply for a conditional use permit and comply with the following conditions:

The conditions of the CUP require:

- That the lot be a minimum of 12,000 sq.ft.
- Cannot be made available or used for lease, rent, hire, and the owner of such use may not receive remuneration for the use of one of the above.
- Proposal must be clearly secondary to the primary residence
- Shall not have access to a public street. (No shared/extended driveway)
- Shall not have a separate kitchen area

**REVIEW COMMENTS:** The lots measure 20,001 sq.ft. in total and all building setbacks will be met. The proposed driveway is more than sufficient to accommodate any guest vehicle. The guest home must be connected to the same water and electrical meters, i.e. no separate utilities. Staff mailed out 24 notices to property owners within 200' radius and staff has not received any comments in favor or against this request.

**RECOMMENDATION:** Staff recommends approval subject to: 1) no separate utility and electrical connections, 2) transferability to other future owners imposing the same conditions imposed to this applicant, and 3) not to be used for rental purposes.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the conditional use permit without the kitchen. Mrs. Moreno seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 6:04 p.m.**

**Ended: 6:05 p.m.**

**Item #1.7**

**Conditional Use Permit:**

**Texas Citrus Fiesta Fun Fair with the**

**Sale & On-Site Consumption of  
Alcoholic Beverages  
807 N. Conway  
(aka La Lomita Plaza & Rotary Park)  
C-3  
January 28 & 29, 2023  
Texas Citrus Fiesta**

Ms. De Luna went over write-up stating the subject site is located at the southwest corner of Conway Blvd. and Business Highway 83 at La Lomita Plaza (Leo Pena Park). Texas Citrus Fiesta organizers will be having their annual Fun Fair event on January 28 & 29, 2023 and will like to sale alcohol during the event. The fun fair will use La Lomita Plaza (Leo Pena Park) for various vendors, Vaqueros' cook-off and other food vendors. There will be continued trash pick-up throughout the event.

- **Hours of Operation:** 10:00a.m. to 10:00p.m.
- **Parking:** Parking for this event will be provided east and north of the Chamber of Commerce building and east of Planet Fitness.
- The Zoning code requires the Fun Fair and the Sale & On-Site consumption of alcohol to be a minimum of 300' separation from residentially used property from lot line to lot line. There are several residential properties within this radius; thus a waiver of the separation requirement needs consideration.
- **Ch. 10 – Amusements and Entertainment:** Security will be evident as in past events via Mission PD officers (as hired by TCF). Restrooms will be available. All provisions of the Chapter 10 Mission Code of Ordinances – Amusements and Entertainment– will need to be complied with.

**REVIEW COMMENTS:** With sufficient professional security, barricades, lighting, & TCF monitoring, this event will again be very successful and well attended. TCF has assured the City that all aspects of security will be taken care of.

**RECOMMENDATION:** Staff recommends approval subject to:

1. Waiver of the 300' separation;
2. Must comply with Health and Fire Codes; and
3. Must meet Noise, Amusement and Entertainment, and any other related cod

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the conditional use permit as per staff's recommendation. Mr. Moreno seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 6:05 p.m.**

**Ended: 6:07 p.m.**

**Item #1.8**

**Conditional Use Permit:**

**Sale & On-Site Consumption of  
Alcoholic Beverages – Southern Pour Sips & Bites  
2600 E. Griffin Parkway  
Being a 1.04 acre tract of land out of Lot 246,  
John H. Shary Subdivision  
C-3  
Southern Pour Sips & Bites, LLC**

Ms. De Luna went over write-up stating the subject site is located between Hackberry Avenue and Taylor Road along the south side of Griffin Parkway (F.M. 495). Southern Pour Sips & Bites is an existing venue that operates a first-class restaurant and provides a comfortable atmosphere resulting in a positive experience for families, friends and guests who can enjoy and relax in a comfortable setting for delicious breakfast and lunch. They would like to offer beer and wine to their menu. In addition to the restaurant, the site houses a gift shop and flower shop, which operates from 8am to 3pm. Access to the site is via 24' driveway leading to Southern Sips & Bites, which has 15 parking spaces available in the front and an additional 20 parking spaces in the rear.

- **Hours of Operation:** Monday – Thursday from 8:00 a.m. to 3 p.m., and Friday – Sunday from 8:00 a.m. to 4:00 p.m.
- **Staff:** 15 employees including managers, bartenders, cooks, wait staff, cashiers and janitorial services.
- **Parking:** Based on the square footage of the building there is a total of 24 parking spaces required. It is noted that this location has 35 parking spaces which exceeds code.
- **Sale of Alcohol:** Such uses need to be 300' from residential uses. There are some residences within this radius); thus, a waiver of the separation requirement needs consideration.
- **Other Requirements:** Must continue to comply with all Building, Fire and Health Codes prior to obtaining a new business license.

**RECOMMENDATION:** Staff recommends approval subject to:

1. 2 year re-evaluation at which time the applicant will need to renew their CUP & TABC License;
2. Waiver of 300' separation requirement from residential homes; and
3. Must continue to comply with all City Codes (Building, Fire, and Health Codes, etc.), and
4. Acquire a Business License prior to business occupancy.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the conditional use permit as per staff's recommendation. Mr. Barrera seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:34 p.m.**

**Ended: 5:35 p.m.**

**Item #1.9**

**Conditional Use Permit:**

**Sale & On-Site Consumption of  
Alcoholic Beverages – Taboo Bar & Grill  
608 N. Shary Road, Suites 9 & 10  
Lot 1, Alba Plaza  
C-3  
BGD Investments, LLC**

Ms. De Luna went over write-up stating the subject site is located ¼ mile south of East Business Highway 83 within a commercial plaza along the east side of Shary Road. Access to the site is via a 34' driveway off of Shary Road. The applicant originally applied for a family-oriented Bar & Grill restaurant with a large dining area and a bar. It was later discovered that this was more of a nightclub concept rather than their original Bar & Grill proposal. It is noted that a nightclub is an allowable use under the General Business Zone (C-3), but the sale & on-site consumption still requires a conditional use permit. This nightclub concept offers food, VIP areas, live music and concerts, etc. The last CUP for this location was approved on June 28, 2021 for a period of 1 year.

- **Days/Hours of Operation:** Thursday – Sunday from 6:00 p.m. to 2 a.m. Alcoholic beverages will only be served during allowable State selling hours.
- **Staff:** 15 employees
- **Parking:** It is noted that parking is held in common and there is a total of 138 total parking spaces shared with the various businesses within the commercial plaza.
- Section 1.56-3 of the Zoning Code cites that Bars, cocktail lounges, taverns, cantinas, saloons, dancehalls, discotheques, or nightclubs: must be 300' from the nearest residence, church, school or publicly owned property. There is a residential subdivision within 300' (see aerial); however, P&Z and the Council have waived this separation requirement in previous CUP's.

**REVIEW COMMENTS:** Staff mailed out 20 notices to property owners within 200' radius and staff has not received any comments in favor or against this request. In conferring with Mission PD for incidents at this location, reports indicate 20 complaints regarding noise, fights, use of weapons, public intoxication, disturbance from December to present. Staff & PD have met twice with the applicant to address these concerns. In an effort to comply with City requirements and address these concerns the applicant has installed his own decibel reader and has restricted the entrance to patrons that have caused problems in the past.

**RECOMMENDATION:** Staff recommends approval subject to:

1. 6-month re-evaluation to continue to assess this operation.
2. Waiver of the 300' separation requirement from the residential homes.
3. Continued compliance with the Building, Fire, Health, Noise and Sign Codes,
4. Continued compliance with TABC requirements, and
5. Must have at least 2 securities at all times.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Mrs. Austin asked if staff had a period of time between complaints?

Ms. De Luna stated from January to October of this year.

Ms. De Luna stated that the complaints received recently are for public intoxication.

Chairwoman Izaguirre stated that she thought the complaints received are for loud music.

Ms. De Luna stated that the complaints received were for both loud music and public intoxication.

Mrs. Austin asked how many complaints about the use of weapons.

Ms. De Luna stated complaints on the use of weapons twice.

Ms. De Luna stated that the main concern was the base and it is hard to enforce.

Mrs. Garza asked the assistant police chief what kind of calls are received for this business?

Assistant police chief stated that the complaints received for this business are two-gun incidents, physical altercations inside and out of the establishment, and loud music. He added that a resident that lives behind the establishment called law enforcement complaining on the loud music and based on the decibel reading from inside the house the business was complying to the noise ordinance.

Mr. Arcaute stated that his main concern is the safety for the citizens and tenants within the plaza.

Assistant police chief stated that the establishment had two off duty police officers as security guards during the incidents.

Mr. Diego Ortado stated that he was the marketing director for Taboo Bar & Grill. He added that several incidents have occurred but were resolved. Mr. Ortado mentioned that 6 security guards and 2 police officers are on duty during business hours.

Mr. Barrera asked when was the last time Mission Police Department was called to the establishment?

Mr. Ortado stated a month ago. He added that when customers or employees open the doors the music sounds louder.

Mr. George Blesson the owner of Taboo Bar & Grill stated that the establishment has three exit doors in the back. He added that the third one is a riser room that can't be locked.

Mr. Ortado stated that two Palmview Police Officers are on duty during events. He added that the officers have been there for the past 9 months during business hours.

Chairwoman Izaguirre asked that if fights still occurred after having police officers.

Mr. Blesson stated "No".

Chairwoman Izaguirre asked if he was willing to fix the loud music?

Mr. Blesson stated that he removed three speakers from the second floor. He added that he was going to perforate the doors to help with the loud music.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Barrera moved to approve the conditional use permit as per staff's recommendation. Mr. Moreno seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 6:24 p.m.**

**Ended: 6:27 p.m.**

**Item #2.0**

**Conditional Use Permit:**

**Sale & On-Site Consumption of  
Alcoholic Beverages – Ice House, LLC  
815 N. Francisco Avenue  
Being the South 109.5' of Lot 2, Block 137,  
Mission Original Townsite & all of Lot 52,  
John H. Shary Industrial Subdivision  
C-3  
Robert Galligan**

Ms. De Luna went over write-up stating the subject site is located at the NW corner of Francisco and 8<sup>th</sup> Street. This bar has been in existence at this location since 1960 as per appraisal district records. The new applicant recently remodeled the building. There are tables and chairs located inside and outside the building, and some bar stools around the bar area too (total of 124 seating spaces). This is a longstanding business frequented by different Mission residents and Winter Texans. The applicant will offer finger foods like chips, frozen pizza and fries.

- **Hours of Operation:** Monday – Sunday from 10 am to 10 pm. Although beverages will only be served during the allowable State selling hours.
- **Staff:** 2 employees including the owner.
- **Parking:** As can be seen in the aerial, there are over 12 off-street parking spaces that were constructed in the 60's, thus some of the parking spaces need to be re-striped. The parking requirements for a restaurant, nightclub, café or similar recreation or amusement establishment: One space for each 75 square feet of floor area or one space for each three seats, whichever is greater. Based on the code, 41 parking spaces are required. However, this property is located within the Mission's Central Business District; thus, exempt from parking requirements for existing structures.
- **Alcoholic Beverages:** Such uses require that no alcoholic beverage be sold within 300' to a residence, church, public school, private school or public hospital. There are some residences within this radius; thus, a waiver of the separation requirement would need to be considered.

**REVIEW COMMENTS:** Notices were sent out to property owners within 200' radius of this business, as of this writing staff has not received any comments in favor or against this request. In the past, staff has received several concerns in regards to noise for this establishment, therefore the new applicant will need to comply with the noise ordinance.

**RECOMMENDATION:** Staff recommends approval subject to: 1) 2-year approval at which time the applicant will have to renew their CUP and TABC License, 2) waiver of the 300' separation requirement from residential areas, 3) re-stripe parking area and add landscaping, 4) compliance with building, fire, and health codes, 5) obtain a business license, and 6) compliance with noise ordinance.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the conditional use permit as recommended by staff. Mr. Moreno seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 6:27 p.m.**

**Ended: 6:30 p.m.**

**Item #2.1**

**Conditional Use Permit:**

**Sale & On-Site Consumption of  
Alcoholic Beverages – Lada (52) Bar & Grill  
4001 S. Shary Road, Ste. 100  
Lot 1, Sharyland Plantation Grove Tech-Center #2  
PUD  
Marco Mascorro**

Ms. De Luna went over write-up stating the subject site is located on the SE corner of San Mateo and Shary Road. Access to the site can be from one primary driveway off of Shary Road or from separate driveways from San Mateo or from San Gabriel. The last CUP approved for this location was on October 26, 2020 for a period of 2 years. The applicant would like to renew his CUP, staff notes that this would be the 3<sup>rd</sup> renewal.

- **Hours of Operation:** Monday – Sunday from 7p.m. to 2a.m.
- **Staff:** 9
- **Parking:** It is noted that the parking area is held in common (180 existing parking spaces) and are shared with other businesses. There are some areas within the parking that need maintenance but have already been addressed with the applicant.
- **Sale of Alcohol:** The existing restaurant includes a 'bar' component. Section 1.56 (3a) of the Zoning code requires a minimum separation of 300' from the *property line* of any churches, schools, publicly owned property, and residences. There is a single-family residential neighborhood located within the 300' radius; however, P&Z and the City Council waived this separation requirement in the CUP's previous approval.

**REVIEW COMMENTS:** Notices were sent to property owners within a 200' radius of this business where Staff has not received any comments in favor or against this request. Staff has asked Mission PD to provide a report in relation to the sale of alcohol and there has been no incidents reported.

**RECOMMENDATION:**

Staff recommends approval subject to:

1. Approval for 4 years at which time the CUP and TABC permit will need to be renewed;
2. Waiver of the 300' separation requirement from the residential homes; and
3. Must comply with all City Codes (Fire, Health, and Building Code requirements)

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to approve the conditional use permit renewal as recommended by staff. Mr. Moreno seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 6:30 p.m.**

**Ended: 6:31 p.m.**

**Item #2.2**

**Conditional Use Permit:**

**Mobile Food Truck – El Sancho BBQ**

**Renewal:**

**1625 N. Conway Avenue**

**The north ½ of Lot 13 & all of Lot 14, Block 258,**

**Mission Original Townsite Subdivision**

**C-3**

**Daniel Sanchez**

Ms. De Luna went over write-up stating the subject site is located 400' north of Kika De La Garza Loop along the west side of Conway Avenue. The primary business is Jitterz Coffee Bar. Access to the site is off of Conway Blvd. This CUP was most recently approved by P&Z on November 18, 2020 for a period of 2 years. The applicant desires to renew his CUP for the Food Truck, staff notes that this would be the 3<sup>rd</sup> renewal for this location.

- **Hours of operation:** Monday through Friday from 7:00 a.m. to 10:00 p.m., Saturday from 8 a.m. to 10:00 p.m., and Sunday 8:00 a.m. to 7:00 p.m.
- **Staff:** Only the applicant will be running the stand.
- **Parking:** The coffee shop has a large paved area directly west of the building. In addition, there is additional parking in the front of the coffee shop through Conway.
- **Landscaping:** There are some green areas south side and west side of Jitterz.

**REVIEW COMMENTS:** El Sancho BBQ has been operating at this location without any issues. The applicant has an agreement with Jitterz to use their restroom facilities for both his personal use and for customer use. Parking is also plentiful and not a concern.

**RECOMMENDATION:** Staff recommends approval subject to: CUP to valid for a period of 4 years and must continue to comply with all Fire, Health Requirements

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the conditional use permit renewal as recommended by staff. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 6:31 p.m.**

**Ended: 6:34 p.m.**

**Item #2.3**

**Conditional Use Permit:  
Renewal**

**Sale & On-Site Consumption of Alcoholic Beverages  
Suerte Bar & Grill  
205 N. Shary Road, Ste. A  
Lot 1, South Shary Commercial Subdivision  
C-3  
Buzz Entertainment, LLC**

Ms. De Luna went over write-up stating the subject site is located near the NW corner of Shary Road and Selena Street (E. 1<sup>st</sup> Street) along the west side of Shary Road. The applicant occupies a 3,870 sq.ft. building with an outdoor terrace along the south side for this Bar & Grill. The last CUP approved for this location was on November 9<sup>th</sup> for a period of 2 years. This is the 1<sup>st</sup> renewal for this location. Access to the site is off of Shary Road.

It is also noted that the applicant has a "bar" component within the restaurant which requires the use of Sec. 1.56 (3a.) of the Zoning Code which states: *Bars, cocktail lounges, taverns, cantinas, saloons, dancehalls, discotheques, discos or nightclub*: "the property line of the lot of any of the above mentioned businesses which have late hours (after 10:00 p.m.) must be at least 300 feet from the nearest residence, church, school or publicly owned property . . .". There is one residence to the north a few mobile homes to the west within 300 feet.

**Hours of operation:** Monday – Sunday from 11a.m. to 2 a.m.

**Staff:** 10 employees

**Parking:** In viewing the floor plan, there are 42 seating spaces in the interior portion of the restaurant/bar and 24 seating spaces in the terrace for a total of 66 seating spaces, which require 22 parking spaces (66 seats/1 space for every 3 seats = 22 parking spaces). It is noted that the parking area is held in common (58 existing parking spaces) and will be shared with other businesses.

**REVIEW COMMENTS:** Staff mailed out 13 notices to property owners within 200' radius of the site, and as of this writing, staff has not received any comments in favor or against this request. Staff has asked Mission PD to provide a report in relation to the sale of alcohol and there has been 1 incident reported due to public intoxication.

**RECOMMENDATION:** Staff recommends approval subject to: 1) 2 year re-evaluation at which time the applicant will have to renew his CUP and TABC License, 2) Waiver of the 300' separation requirement from the residential homes, and 3) Must continue to comply with all City Codes (Fire, Health, and Building Code requirements).

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Arcaute moved to approve the conditional use permit renewal as recommended by staff. Mr. Moreno seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 6:34 p.m.**

**Ended: 6:35 p.m.**

**Item #3.0**

**Site Plan Approval:**

**Construction of a Commercial Plaza**

**(Conway Plaza – 3501 N. Conway Ave.)**

**Being a resubdivision of 4.666 acres out of Lot 32, Bell -  
Woods Company's Subdivision "C"**

**C-3**

**Haidar Properties, LLC**

Mr. Ramirez went over write-up stating the subject site is located approximately 1355' north of Mile 2 Rd along the West side of Conway Ave. (SH 107) – see vicinity map. The developer is proposing a two-lot subdivision with the Plaza complex on Lot 2 to include a build-to-suit pad, 2 free standing structures, and an L-shaped shell plaza. The site is currently vacant.

Upon reviewing the site plan, the primary access will be from Conway Ave. through a proposed 24' common access easement running East to West with the complex being on the south. The building sizes measuring 5,524sqft, 1,701sqft / 2,245sqft, and 19,080sqft respectively with 2 drive thru windows. The Plaza could accommodate a maximum of 13 rental commercial spaces.

The front building setback is approximately 85' from the property line and all other setbacks are to comply with zoning ordinance, easements or greater as per site plan.

A total of 135 parking spaces are allocated to serve the complex. There will be 4 fire hydrants and its assemblies located strategically per fire code and fire lanes will be noted at restricted locations throughout the site.

Storm water detention area has been designated at the rear of the property to fulfill drainage requirements. Landscaping is to comply with the City's regulations and code ordinances and a Lighting Plan will be reviewed so that nearby residential properties won't be affected.

**OTHER COMMENTS:**

1. 3 enclosed dumpsters will be located within the complex to be screened with a 6' block fence and opaque (solid) gates.
2. Sign permits will be required per tenant

**RECOMMENDATION:** Staff recommends approval

Vice-Chairman Barrera asked if the board had any questions.

There was none.

There being no discussion, Vice Chairman Barrera entertained a motion. Mr. Arcaute moved to approve the site plan as recommended by staff. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 6:35 p.m.**

**Ended: 6:36 p.m.**

**Item #4.0**

**Preliminary & Final  
Plat Approval:**

**Las Comadres #10 Subdivision**

**Being a 64.658 acre tract of land out of a part of a  
certain 243.51 acre tract out of Porcion 48  
Suburban E.T.J.**

**Developer: Carlos Leal**

**Engineer: South Texas Infrastructure Group**

Mr. Ramirez went over write-up stating the subject site is located at the intersection of 4 Mile Line and Abram Rd. (Mission Suburban ETJ) – see vicinity map. The developer is proposing (47) Forty-Seven Single Family Residentials lots.

### **WATER**

The water CCN belongs to Agua Special Utility District. The developer is proposing to connect to existing 8" water lines located along Abram Rd., 4 Mile Line Rd., and Brushline Rd. to provide water service to each lot. There are 7 fire hydrants provided to be used as filling stations via direction of the Fire Marshal's office – see utility plan.

### **SEWER**

Sanitary Sewer service for this subdivision will be addressed by individual on-site sewage facilities (OSSF) of a standard design septic tank and drain field on each lot. Each lot meets or exceeds the county's typical ½ acre standard where septic tanks are permitted. This is not within the City of Mission's Sewer CCN.

### **STREETS & STORM DRAINAGE**

The proposed internal street is a 32' back-to-back within a 50' Right of Way. Access to Lots 1-27 will be from Abram Road; Lots 28-32 will be from 4 Mile Line Rd; and Lots 33-47. The proposed drainage system shall consist of 10 Inlets within the streets to collect surface runoff from the lots and streets. Storm Pipes ranges from 18" to 30" to have an outfall to a regional detention pond being dedicated by plat to the Hidalgo County Drainage District # 1. This regional detention pond with an average depth of 20.50 ft. will provide a total capacity of 210.12 acre-ft (9,152,827.2 ft<sup>3</sup>). The City Engineer has reviewed and approved the drainage report.

### **RECOMMENDATION**

Staff recommends approval subject to meeting the Model Subdivision Rules and meeting any comments from the County Planning Department.

Vice Chairman Barrera asked if the board had any questions.

There was none.

There being no discussion, Vice Chairman Barrera entertained a motion. Mr. Moreno moved to approve the subdivision as recommended by staff. Mr. Arcaute seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 6:36 p.m.**

**Ended: 6:37 p.m.**

**Item #4.1**

**Preliminary & Final  
Plat Approval:**

**Eduardo's Subdivision No. 26**

**A 9.93 acre tract of land (North 10 acres recorded)  
out of Block 16, Texan Gardens Subdivision**

**Rural ETJ**

**Developer: Las Dianas Land Development**

**Engineer: Izaguirre Engineering Group, LLC**

Mr. Ramirez went over write-up stating the subject site is located along the east side of Western Road approximately ½ mile north of Mile 6 Road. The developer is proposing 16 Single Family Residential lots — see plat for actual dimensions, square footages, and land uses.

**WATER**

The water CCN belongs to the Agua Special Utility District. The developer is proposing to connect to an existing 8" water line along the west side of Western Rd. and extending a proposed 8" water thru the proposed subdivision to provide water service to each lot. There will be 3 fire hydrants to be used as filling stations per Fire Marshall.

**SEWER**

Sewage from this subdivision will be is to be treated by individual on-site sewage facilities consisting of a standard design dual compartment septic tank and drainage fields on each site. Each lot in the proposed subdivision is at least ½ acre in size. The sewer CCN does not belong to Mission.

**STREETS & STORM DRAINAGE**

The internal street is a 32' Back-to-Back within a 50' Right of Way. Access will be from Western Road. The proposed development site surface storm water runoff will be intercepted by proposed Type "A" inlets thru 24" storm sewer lines flowing east into existing regional detention pond owned by the HCDD#1. Required detention volume per Hidalgo County Drainage District No. 1 policies concerning increased storm water runoff to be added to said regional detention pond owned by the HCDD#1. The City Engineer has reviewed and approved the drainage report.

**RECOMMENDATION**

Staff recommends approval subject to meeting the Model Subdivision Rules and meeting any comments from the County Planning Department.

Vice Chairman Barrera asked if the board had any questions.

There was none.

There being no discussion, Vice Chairman Barrera entertained a motion. Mr. Arcaute moved to approve the subdivision as recommended by staff. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

**ITEM #4.2**

**ADJOURMENT**

There being no further items for discussion, Vice Chairman Barrera entertained a motion. Mr. Arcaute moved to adjourn the meeting. Mr. Hardison seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 5:39 p.m.

\_\_\_\_\_  
Javier Barrera, Vice Chairwoman  
Planning and Zoning Commission

**PLANNING AND ZONING COMMISSION  
JANUARY 25, 2023  
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

**P&Z PRESENT**

Diana Izaguirre  
Steven Alaniz  
Kevin Michael Sanchez  
Jasen Hardison  
Raquene Austin  
Javier Barrera  
Connie Garza

**P&Z ABSENT**

Ruben Arcaute

**STAFF PRESENT**

Susie De Luna  
Alex Hernandez  
Jessica Munoz  
Gabriel Ramirez  
Irasema Dimas  
Esther Y. Peña  
Victor Flores

**GUESTS PRESENT**

Nataly D. Barrera  
Gerardo Cabello  
Gabriel Guerrero  
Santiago Gonzalez

**CALL TO ORDER**

Chairwoman Izaguirre called the meeting to order at 5:31 p.m.

**CITIZENS PARTICIPATION**

Chairwoman Izaguirre asked if there was any citizen's participation.

There was none.

**APPROVAL OF MINUTES FOR DECEMBER 21, 2022**

Chairwoman Izaguirre asked if there were any corrections to the minutes for December 21, 2022. Mrs. Garza moved to approve the minutes as presented. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:33 p.m.**

**Ended: 5:35 p.m.**

**Item #1.1**

**Election of Chairman & Vice-Chairman**

Chairwoman Izaguirre asked if the board had any questions.

Mrs. Garza stated that the Chairwoman Izaguirre and Vice-Chairman have made a great job on the board.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to reappoint Diana Izaguirre as Chairwoman and Mr. Javier Barrera as Vice-Chairman. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:35 p.m.**

**Ended: 5:38 p.m.**

**Item #1.2**

**Conditional Use Permit  
& Site Plan Approval:**

**Drive-Thru Service Window – Starbucks Coffee  
2315 N. Conway Avenue, Suite 10,  
Lot 1, Shops at 495 Subdivision  
C-3  
Starbucks Coffee #71386**

## Starbucks Coffee #71386

Ms. De Luna went over write-up stating the subject site is located approximately 460' north of W. Griffin Parkway (FM 495) along the west side of Conway Avenue. The applicant has leased a 2,310 sq.ft. suite from a plaza that is under construction and is proposing a Starbucks Coffee Shop with a drive-thru service window. Access to the site is via 36' driveway along the south side of the property. The drive-thru lane will be accessible from the north side of the plaza via 12' access lane which will wrap around the building to the south. There is enough room for stacking up to 12 vehicles, however staff will be requiring a speed bump at the end of the drive-thru to slow down traffic before the crosswalk access.

- **Hours of Operation:** Monday through Sunday from 5:00 am to 9:00 pm.
- **Staff:** 10-15 employees in different shifts
- **Parking & Landscaping:** In reviewing the floor plan, there are a total of 53 seating spaces, which require 18 parking spaces (53 seats/1 space for every 3 seats =18). It is noted that there are 78 parking spaces being proposed that will be held in common with other businesses. Landscaping will be meeting code. The dumpster will be located on the northwest corner of the property.

**REVIEW COMMENTS:** Staff notes that the plaza is under construction and the applicant would like to start the process for the conditional use permit to expedite the process. Staff mailed out 12 notices to property owners within 200' radius and as of this writing, staff has not received any comments in favor or against this request.

**RECOMMENDATION:** Staff recommends approval for life of use subject to:

1. Compliance with all City Codes (Building, Fire, and Health Codes, etc.),
2. CUP not transferable to others, and
3. Acquire a Business License prior to business occupancy.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Barrera motioned to close the hearing. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Hardison moved to approve the conditional use permit. Mr. Barrera seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:35 p.m.**

**Ended: 5:38 p.m.**

**Item #1.3**

**Conditional Use Permit:**

**Drive-Thru Service Window – Rocha's Restaurant #2  
1724 W. Griffin Parkway  
Lots D & E, Girasol Estates Subdivision  
C-3**

## Francisco Lastra

Ms. De Luna went over write-up stating the subject site is located 600' east of Inspiration Road on the north side of Griffin Parkway (F.M. 495). The applicant has re-opened the Rocha's Restaurant and wishes to utilize the existing drive-thru window. The last CUP for the drive-thru service window at this location was approved on January 5, 2011 for a period of 1 year. Access to the site is provided via a 30' access drive of Griffin Parkway. The existing drive-thru window is located on the east side of the building which allows service for only 1 vehicle at a time. These vehicles will then exit through the alley and onto Salinas Drive.

- **Hours of Operation:** Monday - Saturday from 7 am to 2 pm
- **Staff:** 6 Employees
- **Parking:** In viewing the floor plan, there are 72 total seating spaces, which require 24 parking spaces (72 total seating spaces/1 space for every 3 seats=24 parking spaces). There is a total of 34 parking spaces, exceeding code by 10.
- It is noted that there are some green areas but no landscaping, therefore additional landscaping would be required to meet code.
- Must repair or replace 6' solid buffer.
- Dumpster to remain closed at all times.
- Must continue to comply with all City codes (Fire, Building, and Health Codes, etc.)

**REVIEW COMMENTS:** This proposed CUP is for a family-oriented restaurant. There is no bar component. A total of 25 notices were sent out to property owners within 200' of the proposed restaurant. Staff has not received any calls or complaints in regards to the proposed business.

**RECOMMENDATION:** Staff recommends approval subject to:

- 1.) 1 year re-evaluation to assess this new operation,
- 2.) Must install additional landscaping,
- 3.) Repair or replace 6' solid buffer,
- 4.) Dumpster must be closed at all times,
- 5.) Must comply with all City Codes (Building, Fire, etc.),
- 6.) CUP not to be transferable to others, and
- 7.) Acquisition of a business license

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Sanchez motioned to close the hearing. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to approve the conditional use permit. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:38 p.m.**

**Ended: 5:40 p.m.**

**Item #1.4**

**Conditional Use Permit:**

**Sale & On-Site Consumption of  
Alcoholic Beverages – Winter Texan Fiesta**

**807 N. Conway Avenue**

**(aka La Lomita Plaza & Rotary Park)**

**C-3**

**March 3, 2023**

**The Greater Mission Chamber of Commerce**

Ms. De Luna went over write-up stating the subject site is located at the southwest corner of Conway Blvd. and Business Highway 83 at La Lomita Plaza (Leo Pena Park). The Greater Mission Chamber of Commerce is proposing to have their Winter Texan Fiesta on March 3, 2023 and will like to sale alcohol during the event. They are proposing to have 15 to 20 vendors on the northside of the park, live music and a bar on site. There will be constant trash pick-up throughout the event.

- **Hours of Operation:** 12 p.m. to 4 p.m.
- **Parking:** Parking for this event will be provided east and north of the Chamber of Commerce building and east of Planet Fitness.
- The Zoning code requires this type of events and the Sale & On-Site consumption of alcohol to be a minimum of 300' separation from residentially used property from lot line to lot line. There are several residential properties within this radius; thus a waiver of the separation requirement needs consideration.
- **Ch. 10 – Amusements and Entertainment:** Security will be evident as in past events via Mission PD officers (as hired by TGMCC). Restrooms will be available. All provisions of the Chapter 10 Mission Code of Ordinances – Amusements and Entertainment– will need to be complied with.

**REVIEW COMMENTS:** With sufficient professional security, barricades, lighting, & the Greater Mission Chamber of Commerce monitoring, this event will again be very successful and well attended. TGMCC has assured the City that all aspects of security will be taken care of.

**RECOMMENDATION:** Staff recommends approval subject to:

1. Waiver of the 300' separation requirements from residential neighborhoods,
2. Must comply with Health and Fire Codes, and
3. Must meet Noise, Amusement and Entertainment, and any other related codes.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mrs. Garza motioned to close the hearing. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Barrera moved to approve the conditional use permit. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:40 p.m.**

**Ended: 5:42 p.m.**

**Item #1.5**

**Conditional Use Permit:**

**Sale & On-Site Consumption of Alcoholic  
Beverages – Carnes Asadas Nuevo Leon  
2211 E. Griffin Parkway, Suite 180  
Lot 1, Elizondo 495 Plaza  
C-3  
Los Primos De Villa, LLC  
c/o Nataly D. Barrera**

Ms. De Luna went over write-up stating the site is located approximately 400' west of Citrus along the north side of Griffin Parkway (F.M. 495). The applicant has leased a 1,377 square feet suite for the carne asada restaurant and would like to offer Alcoholic Beverages in their menu. Access to the property is via 30' access drive of Griffin Parkway.

- **Hours of Operation:** Monday - Sunday from 11 am to 12 pm
- **Staff:** 5 Employees
- **Parking:** In viewing the floor plan, there are 48 total seating spaces, which require 16 parking spaces (48 total seating spaces/3 seats=16 parking spaces). It is noted that the parking is held in common (90 existing parking spaces) and are shared with all the businesses in this commercial plaza.
- Landscaping has been provided as a part of the overall commercial plaza.
- **Sale of Alcohol:** Such uses need to be 300' from residential uses. There are some residences within this radius); thus, a waiver of the separation requirement needs consideration.

**REVIEW COMMENTS:** This proposed CUP is for a family-oriented restaurant. There is no bar component. A total of 11 notices were sent out to property owners within 200' of the proposed restaurant. Staff has not received any calls or complaints in regards to the proposed business.

**RECOMMENDATION:** Staff recommends approval subject to:

- 1.) 2 years re-evaluation at which time the applicant will have to renew the CUP & TABC License,
- 2.) Must comply with all City Codes (Building, Fire, etc.), and
- 3.) Waiver of the 300' separation requirement from residential homes.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Hardison motioned to close the hearing. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Hardison moved to approve the conditional use permit as per staff's recommendation. Mr. Barrera seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:42 p.m.**

**Ended: 5:45 p.m.**

**Item #1.6**

**Conditional Use Permit:**

**Sale & On-Site Consumption of  
Alcoholic Beverages – 1942 Bar & Grill  
4001 S. Shary Road, Suite 350,  
Lot 1, Sharyland Plantation Grove Tech–Center #2  
PUD  
The Best Flavored Beer, LLC**

Ms. De Luna went over write-up stating the subject site is located on the SE corner of San Mateo and Shary Road. The applicant leased a 1,500 sq.ft. suite and is proposing to open a Bar & Grill. Access to the site can be from one primary driveway to Shary Road or from separate driveways from San Mateo or from San Gabriel. In the past this location has been used by several different operators the most recent being Tortas Del Jack closed in 2020. The last CUP approved for this location was on July 25, 2018 for a period of 2 years.

- **Hours of Operation:** Monday & Sunday from 3 p.m. – 12 a.m. and Tuesday – Saturday from 3 p.m. to 2 a.m.
- **Staff:** 7-10 employees
- **Parking:** In reviewing the floor plan, there are 65 total seating spaces, which require 22 parking spaces (65 total seating spaces/1 space for every 3 seats=22 parking spaces). It is noted that the parking area is held in common (180 existing parking spaces) and is shared with other businesses.
- **Sale of Alcohol:** The proposed restaurant does include a 'bar' component. Section 1.56 (3a) of the Zoning code requires a minimum separation of 300' from the *property line* of any churches, schools, publicly owned property, and residences. There is a single-family residential neighborhood located within the 300' radius; however, P&Z and the City Council waived this separation requirement in the CUP's previous approval.

**REVIEW COMMENTS:** In the past this site has been used for a restaurant but it has also been used primarily as a bar. The applicant proposes to have hamburgers, wings, hotdogs and salads in his menu aside from the alcohol. He is also proposing to have a DJ in his establishment. Staff does not object to a 2 year approval to see how this new operation will work.

**RECOMMENDATION:**

Staff recommends approval subject to:

1. Approval for 2 years at which time the CUP and TABC permit will need to be renewed;
2. Waiver of the 300' separation requirement from the residential home;
3. Must comply with all requirements from our City Codes (Noise, Fire, Health, etc.), and
4. Must obtain a business license prior to occupancy.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Hardison motioned to close the hearing. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Hardison moved to approve the conditional use permit. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:45 p.m.**

**Ended: 5:47 p.m.**

**Item #1.7**

**Discussion and Action to amend Garage Sale Ordinance Amending Chapter 82 - Sales, Article II. – Garage, Porch, Yard, Clubhouse/Recreation Hall, Rummage, Tent, and Estate Sales, Section 82-36. Term of Garage Sale Permit, Section 82-37. Maximum Number of Garage Sales.**

Several concerns have been voiced to the Planning Department staff in regards to the following:

# of Tent Sale permits are allowed

# of days Estates Sales are allowed

# of days allowed for Clubhouse/Recreational Hall Park Sale

During a joint workshop held on October 17, 2022 by the Planning and Zoning Commission and the City Council the Sale Permits concerns were discussed. Staff proposes to amend the Garage, Porch, Yard, Clubhouse/Recreation Hall, Rummage, Tent, and Estate Sales permit as follows:

- Tent Sales to be allowed 1 every 3 months similar to a garage sale for 1 day, but not more than a 3-day sale
- Estate Sales to be allowed up to 4 days
- Clubhouse/Recreational Hall Park Sales to be allowed 1 day but no more than a 3-day sale

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mrs. Austin motioned to close the hearing. Mr. Hardison seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Mr. Alaniz asked if this ordinance changed would apply to commercial use as well.

Ms. De Luna stated the tent sales would be for commercial.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Austin moved to approve the ordinance. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:47 p.m.**

**Ended: 5:51 p.m.**

**Item #1.8**

**Discussion and Action to Amend AO-P (Permanent Open Space District)**

A concerned was voiced to Planning Department Staff in regards to the requirements when apply for a rezoning of a property that is zoned AO-P (Permanent Open Space District).

During a joint workshop held on October 17, 2022 by the Planning and Zoning Commission and the City Council the off-street parking concern was discussed. Staff proposes to amend the AO-P Permanent Open Space District

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Hardison motioned to close the hearing. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Chairwoman Izaguirre asked if this would be like that homestead exemption.

Ms. De Luna stated there would be several requirements they would have to meet since they are in a agricultural property. She added that the only thing that would not be required would be an in-depth drainage report for the lot. She mentioned this would apply to lot with one home or lots with less than 10,000 square feet.

Mrs. Austin stated it would only be for one home.

Ms. De Luna stated most applicants want to build one home.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Sanchez moved to approve the ordinance. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:51 p.m.**

**Ended: 5:55 p.m.**

**Item #1.9**

**Discussion and Action to Amend the Parking Requirements for Commercial Developments inside and outside the Central Business District**

A concern has been voiced to the Planning Department staff regarding the minimum standard requirements for commercial buildings. Most of the existing commercial buildings have outgrown their parking. When most of these commercial establishments were originally presented to staff they were considered shell buildings for the majority of the time. The parking for a commercial building is based on square footage. It's not until the owner sells or rents the unit that staff has

an idea of the proposed use. Off-street parking is calculated based on the use and if the use is unknown then it is calculated based on square footage. The off-street parking requirements for commercial developments inside and outside the Central Business District has not been amended since September 14, 1981. Staff proposes to upgrade the parking requirements for commercial developments inside and outside the Central Business District to be amended as follows have 1 parking space for every 200 sq.ft. (after the 1st 200 s. ft. equates to 4).

During a joint workshop held on October 17, 2022 by the Planning and Zoning Commission and the City Council the off-street parking concern was discussed. Staff proposes to upgrade the parking requirements for commercial developments inside and outside the Central Business District to be amended as follows have 1 parking space for every 200 sq. ft. (after the 1st 200 sq. ft. equates to 4).

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Hardison motioned to close the hearing. Mr. Barrera seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Garza asked Ms. De Luna had a map for the Central District Business Area.

Ms. De Luna stated this is mainly for the downtown area but also for any new commercial building. She added existing buildings have to grandfathered.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Hardison moved to approve the ordinance. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 5:55 p.m.**

**Ended: 6:00 p.m.**

**Item #2.0**

**Discussion and Action to Adopt the Special Use Permit**

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Hardison motioned to close the hearing. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Mr. Sanchez asked if the list was an exclusive list or examples.

Ms. De Luna stated those were examples but its to focus on big events that are given to staff with a short notice. They would have to meet a certain criterion before the city manager approving the special use permit.

Mr. Sanchez asked who would determine if it's a special event.

Ms. De Luna stated it would be the City Manager

Mr. Victor Flores the City Attorney stated that in this case the City Manager would be able to since its in the code of ordinances.

Mrs. Austin asked if we have had difficulty with any of these events.

Ms. De Luna stated that for the most part its event were sometimes they have to change location or dates.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mrs. Garza moved to approve the ordinance. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

**Started: 6:00 p.m.**

**Ended: 6:01 p.m.**

**Item #3.0**

**Preliminary & Final**

**Plat Approval:**

**Amber Grove Subdivision**

**Being a subdivision of a tract of land containing 5.000 acres, being a part or portion out of Lot 42, Bell-Woods Co's Subdivision "C"**

**R-2**

**Developer: Real Estate Investments, LLC**

**Engineer: Melden & Hunt, Inc.**

Mr. Ramirez went over write-up stating the proposed subdivision is located 1,857' north of the intersection of Mile 2 North Road & Trospen Road. The developer is proposing fourteen (14) four plex lots and 1 detention pond.

### **WATER**

The developer shall connect to an existing 8" water line located along the east side of Trospen Rd. just south of this site and extend into the subdivision. The water line will be 8" located on the south side of the ROW to be looped providing water service for each lot. There are 2 proposed fire hydrants via direction of the Fire Marshal's office.

### **SEWER**

Sanitary sewer service for this subdivision will tie into a proposed manhole located on the east side of Trospen Rd. The sewer line will extend into the subdivision along the north side of the ROW and collect from each lot thru a 6" stub out into the proposed 8" sewer main. The Capital Sewer Recovery Fee is required at \$200.00/Lot which equates to \$2,800.00 (\$200.00 x 14Lots).

### **STREETS & STORM DRAINAGE**

The proposed internal street is a 40' back-to-back within a 60' Right of Way. Access will be from Trospen Rd. Proposed runoff after development is 25.56 cfs during the 50-yr storm frequency. Drainage shall consist of surface runoff from the lots into the proposed streets and collected by type "A" inlets. Pipe size diameter will be 24". The proposed storm system shall discharge into a proposed detention pond on the south side of the site which will then discharge into an existing City of Mission storm system network, located on the southwest corner of the site and on the west ROW of Trospen Rd. The City Engineer has reviewed and approved the drainage report.

## **OTHER COMMENTS**

Water District Exclusion

Must comply with all other format findings

Installation of street lighting as per City Standards

## **RECOMMENDATION**

Staff recommends approval subject to:

1. Payment of Capital Sewer Recovery Fees
2. Payment of Park Fees (\$500 x 14Lots = \$7,000.00)
3. Water District Exclusion
4. Compliance with all other format findings

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mrs. Austin moved to approve the subdivision. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

## **Chairwoman Izaguirre left the meeting**

**Started: 6:01 p.m.**

**Ended: 6:03 p.m.**

**Item #3.1**

**Preliminary & Final  
Plat Approval:**

**Las Misiones de San Jorge Subdivision  
Being a 48.744 acre tract of land, more or less,  
out of Lots 9-5, 9-6, 10-6, and 10-5,  
West Addition to Sharyland**

**R-2**

**Developer: Cabe Investments, LP**

**Engineer: Izaguirre Engineering Group, LLC**

Mr. Ramirez went over write-up stating This subdivision is located along the south side of Military Parkway, approximately 400 feet west of F.M. 1016 (Conway Ave.). The developer is proposing one hundred twenty-six (126) Duplex-Fourplex Residential lots.

## **WATER**

The developer is proposing to connect from an existing 12" water line located along the south side of Military Pkwy and looped with a proposed 8" water line to service each lot. They are proposing 13 fire hydrants as via direction of the Fire Marshal's office.

## **SEWER**

The developer is proposing an internal 8" sewer line system to provide sewer service to all the lots as it ties into an existing 15" sanitary sewer system located on the west side of Conway Ave. The Capital Sewer Recovery Fee will be calculated per Duplex - 2 x 175 gpd (\$330.00) and Fourplex - 4 x 175 gpd (\$670.00) / Lot.

## **STREETS & STORM DRAINAGE**

The proposed internal streets will be 32' Back-to-Back within 50' Right of Ways. Access will be from Military Pkwy. Utilizing the 50-year frequency event, the surface storm water runoff of the proposed development site will be intercepted by proposed Type "A" inlets installed along the

## **OTHER COMMENTS**

Water District Exclusion

Escrow Park fees (\$500.00 per dwelling unit)

Installation of Street Lighting as per City Standards

Must Comply with all other format findings.

## **RECOMMENDATION**

Staff recommends approval subject to:

1. Payment of Capital Sewer Recovery Fee's and Park Fee's
2. Provide Water District Exclusion
3. Comply with all other format findings.

Vice Chairman Barrera asked if the board had any questions.

There was none.

There being no discussion, Vice Chairman Barrera entertained a motion. Mr. Sanchez moved to approve the subdivision. Mrs. Austin seconded the motion. Upon a vote, the motion passed unanimously.

## **ITEM #4.2**

### **ADJOURNMENT**

There being no further items for discussion, Vice Chairman Barrera entertained a motion. Mr. Hardison moved to adjourn the meeting. Mr. Sanchez seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 6:03 p.m.

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Javier Barrera, Vice Chairman  
Planning and Zoning Commission