

**Started: 6:14 p.m.**

**Ended: 6:16 p.m.**

**Item #1.8**

**Conditional Use Permit**

**Renewal:**

**Drive-Thru Service Window**

**- Tortilleria Carmelita**

**600 N. Shary Road, Ste. F**

**Lot 1, Esdras Vega Subdivision**

**C-3**

**Luz Del Carmen Rivera**

Ms. De Luna went over the write-up stating the subject site is located at the NE corner of E. 6<sup>th</sup> Street and Shary Road. The applicant has been in operation at this location since 2016. The last CUP approved by P&Z for this location was on April 22, 2020 for a period of 3 years. The applicant is seeking to renew this conditional use permit for the use of the Drive-thru Service Window and would like the board to consider approving for life of use. Access to the site is off E. 6<sup>th</sup> Street, through an existing 24' driveway. Customers either park within the shared parking area to walk in and purchase items, or they use the drive-thru service window. Staff notes that this would be there 3<sup>rd</sup> renewal.

- **Days/Hours of operation:** Monday – Saturday from 7:00a.m. to 9:00p.m. and Sunday from 7:00 a.m. to 7:00 p.m.
- **Staff:** 4 employees man this operation
- **Parking:** There is a total of 58 parking spaces held in common for this commercial plaza. In talking to the applicant, close to 100% of her business is by take-out, thus staff parking has not been an issue at this location.
- **Landscaping:** The landscaping, paving, and drainage for the entire plaza meets code.
- **Menu:** Tortillas, sodas, milk, and other basic snacks will be the only items sold Monday through Friday. On Saturdays & Sundays, they offer barbacoa, carnitas and menudo (all items are to go).

**REVIEW COMMENTS:** Staff notes that the applicant has complied with Health, Fire, Building and Sign Codes. Staff mailed out 20 notices to property owners within 200' radius and staff has not received any comments in favor or against this request. Since there has been no issues or concerns with this establishment staff does not object to approving for conditional use permit for life of use.

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

1. Compliance with all City Codes (Building, Fire, and Health Codes, etc.), and
2. CUP not transferable to others.

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