

CITY OF LAREDO

PLANNING AND ZONING COMMISSION

MINUTES OF THE PLANNING AND ZONING MEETING OF NOVEMBER 3, 2022

The City of Laredo Planning and Zoning Commission convened in regular session open to the public at 6:00 p.m. on Thursday, November 3, 2022, in the City Council Chambers at City Hall, 1110 Houston Street, considered the following:

Present: Erasmo Villarreal
Jorge Dominguez
Mike Barron
Larry Dovalina
Daniella Sada Paz

Absent: Jose Eduardo Garcia
Johnny Narvaez
Yu-Hsien Huang
Ana G. Villarreal

Staff: Orlando Navarro
Vanessa Guerra
Rafael Vidaurri
Luis Vasquez
David Arredondo
Ruben Dominguez
Arturo Garcia, Jr.

Others: Ricardo Villarreal
Justin Heather
Hugo Seca
Daniel Gomez
Carol Sherwood
Sergio Narvaez
Vince Martinez
Rudy Santillan, Jr.
Frank Estrada

1. CALL TO ORDER

Chm. E. Villarreal, Planning and Zoning Commission, called the meeting to order at 5:58 p.m.

2. ROLL CALL

Dir. Orlando Navarro, Planning Department, called roll and confirmed a quorum has been met.

3. PLEDGE OF ALLEGIANCE

4. CONSIDER APPROVAL OF MINUTES OF:

Regular Meeting of October 20, 2022

Cm. Barron requested to make an amendment to the minutes of October 20, 2022. He stated there was no mention about the distance requirements discussion for Agenda Item 6. L (Amending the Zoning Ordinance (Map) of the City of Laredo by authorizing the issuance of a Conditional Use Permit for a bar on Lot 3, Block 1, Del Mar North Filing Number One, located at 7718 McPherson Road, Building E-1, Suite 1 and 2). Cm. Barron, therefore, requested the minutes of October 20, 2022 be postponed.

Cm. Barron made a motion to **postpone** the approval of the minutes of October 20, 2022 until they are amended.

Second:	Cm. Dominguez
In Favor:	5
Opposed:	0
Abstained:	0

Motion Carried Unanimously

5. CITIZEN COMMENTS

None

6. PUBLIC HEARING AND RECOMMENDATION OF AN ORDINANCE:

A. Amending the City of Laredo Subdivision Ordinance, Chapter II, Section 2-3.1 entitled Subdivision Plats, and Section 2-3.2 entitled Subdivision Plat Submittal Requirements, to reduce the number of physical paper plat reproductions submitted with applications for the consideration of General Plans /Master Plans and Subdivision Plats, to require that all applications for consideration of General Plans/Master Plans and Subdivision Plats include a 24" x 36" digital reproduction of the plat and include a geo-referenced CAD file in a format which is compatible with City of Laredo GIS software, providing that this ordinance shall be cumulative, providing for severability clause, and providing for publication and effective date.

Rafael Vidaurri, Planning Staff, provided a brief overview on the item.

Cm. Dovalina made a motion to **approve** the item.

Second:	Cm. Sada Paz
In Favor:	5
Opposed:	0
Abstained:	0

Motion Carried Unanimously

7. CONSIDERATION OF THE FOLLOWING PRELIMINARY PLATS AND PRELIMINARY REPLATS:

A. Preliminary consideration of the plat of Gator Point Subdivision, Phase 2. The intent is residential.

PL-006-2023

District Cm. Mercurio Martinez, III

Luis Vazquez, Planning Staff, provided a brief overview on the item.

Ricardo Villarreal, Top Site Civil Group, informed the Commission that he concurs with Staff Comments and requested to be added on the record that the Traffic Safety comment would be dealt at the One Stop Shop. Cm. Villarreal noted that all Staff Comments can be discussed at the One Stop Shop. Cm. Dominguez inquired on the continuation of Street E and a secondary entrance. Ricardo Villarreal noted a masterplan revision will be submitted that shows the continuation of Street E in the other phases up north. Avenue B will connect to State Highway 359 as a future access point.

Cm. Dovalina made a motion to **approve** the item subject to the following comments.

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

Planning:

1. Ensure that subdivision name is consistent throughout as the Phase I is entitled "Gator Pointe".
2. Verify scale bar on sketch as it does not appear to be 1" to 100'.
3. Coordinate the submittal of a revision to the Gator Pointe Subdivision master plan as this development is a reconfiguration of Phase 2.
4. A zone change is required for the proposed use for a portion of the tract from B-4 to R-1A.
5. Provide proposed street names.
6. Identify all easements.
7. All improvements as per the Subdivision Ordinance.

Engineering: No comments submitted.

Fire: No comments submitted.

Environmental: No comments submitted.

Water & Utilities: No comments submitted.

Traffic Safety:

1. Block length shall not be less than 300 feet (As per Subdivision Ordinance Handbook Section 3-2).

Parks & Leisure:

1. Please meet with Parks in order to discuss the parkland dedication.

WEBB County App: No comments submitted.

AEP Engineers: No comments submitted.

U.I.S.D.: No comments submitted.

L.I.S.D.: No comments submitted.

AT&T: No comments submitted.

NOTICE TO THE DEVELOPER:

Planning:

1. Only the utility easements within the plat boundaries are subject to change prior to plat recordation due to revisions by the utility companies.
2. All comments set forth herein are preliminary comments and not an exhaustive list. Additional comments may be added prior to final approval.

Second:	Cm. Dominguez
In Favor:	5
Opposed:	0
Abstained:	0

Motion Carried Unanimously

A. Preliminary consideration of the plat of Lot 1, Block 3, Port Laredo Industrial Park, Unit III. The intent is industrial.

PL-012-2023

District VI - Cm. Dr. Marte A. Martinez

Luis Vazquez, Planning Staff, provided a brief overview on the item.

Justin Heather and Hugo Seca, Killam Ranch Properties, informed the Commission that they are in support of the item and gave a brief presentation on the overall masterplan and future development of the property.

Cm. Dovalina inquired on the timeline for an additional access point to the property. Mr. Heather projected that it will be several years (3-4 years) for the construction of an additional

access point. Mr. Seca stated that this development is a 24-hour operation, which will not be a significant impact the current traffic congestion in the area.

Cm. Barron inquired on the stage of negotiations regarding incentives (Economic Development Agreement) with the city. Mr. Heather stated that they (Lineage) was close in finalizing their negotiations. In addition, Cm. Barron asked how much traffic do they foresee. Mr. Seca indicated that it will be a max of 200 trucks daily throughout the 24-hour operation.

Cm Dominguez stated that, although there will be an increase of traffic, it is in the best interest of the community to create jobs and bring investors into that area. Therefore, he is inclined to close public hearing and approve the preliminary plat.

Dir. Orlando Navarro, Planning Department, read the Commission's position on the meeting of April 15, 2021, regarding the Port Grande Subdivision Master Plan. Cm. Dominguez noted that things have change as funds have been obtained to improve I-35 and large investments are being offered in the area.

Cm. Sada Paz stated that there needs to be more communication between departments in coordinating access points in the area. Cm. Dovalina and Chm. Villarreal concur with Cm. Sada Paz, stating that these developments are incomplete and there needs to be more communication between the city and the state.

Cm. Dominguez made a motion to **approve** the item subject to the following comments.

DENIAL:

We understand that this 38 acre +/- tract is challenging to develop given its location and very limited access. However, we want to ensure traffic flows to and from this development through the Unitec and Port Grande Developments safely, and with minimal congestion. Therefore, the applicant should coordinate with the Traffic Safety Department, the Texas Department of Transportation, and the adjoining landowners to find solutions to minimize traffic impacts as access is limited to the current access points of the already heavily congested Carriers Drive and Uniroyal Drive. Additionally, the developers of this tract should work in tandem with the developers of Port Grande to update their Traffic Impact Analysis to incorporate this and proposed developments. Lastly, as per the Planning and Zoning Commission Meeting of April 15, 2021, regarding the Port Grande Subdivision Master Plan, "No additional phases to be permitted until the Traffic Impact Analysis is approved by the Traffic Safety Department and the Texas Department of Transportation." We recommend the developer follow suit.

Planning:

1. A master plan for the area should be prepared for review.
2. The existing Port Drive shows what appears to be a future intersection on the frontage of this tract. Please clarify.
3. Identify all easements.
4. All improvements as per the Subdivision Ordinance.

Engineering: No comments submitted.

Fire: No comments submitted.

Environmental: No comments submitted.

Water & Utilities: No comments submitted.

Traffic Safety:

1. Check sight distance (as per Subdivision Ordinance Handbook, Section 3-2).
2. Revise Master Plan (as per Subdivision Ordinance Handbook, Chapter II).
3. You are showing an opening in the middle of Port Drive. Is this going to be a street? If it is going to be a street, you need to show it on the plat and make sure it is on the Master Plan. Also, you will need to check for sight distance.

Parks & Leisure: No comments submitted.

WEBB County App: No comments submitted.

AEP Engineers: No comments submitted.

U.I.S.D.: No comments submitted.

L.I.S.D.: No comments submitted.

AT&T: No comments submitted.

NOTICE TO THE DEVELOPER:

Planning:

1. Only the utility easements within the plat boundaries are subject to change prior to plat recordation due to revisions by the utility companies.
2. All comments set forth herein are preliminary comments and not an exhaustive list. Additional comments may be added prior to final plat approval.

Second:	Cm. Barron
In Favor:	5
Opposed:	0
Abstained:	0

Motion Carried Unanimously

B. Preliminary consideration of the plat of San Rafael Subdivision, Phase 2. The intent is governmental - Webb County Health Center.

District II - Cm. Vidal Rodriguez

Luis Vazquez, Planning Staff, provided a brief overview on the item.

Hugo Seca, Mesquite Engineering, stated that he concurs with Staff Comments and informed the Commission that after speaking to the Traffic Department, they agreed to strike Traffic Safety Comment No. 3, 4, and 5.

Dir. Orlando Navarro, Planning Department, informed the Commission that he spoke to the Traffic Director (Roberto Peña) who agreed in striking Traffic Safety Comment No. 3, 4, and 5.

Cm. Dominguez made a motion to **approve** the item subject to the following comments and strike Traffic Safety Comment No. 3, 4, and 5.

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

Planning:

1. A zone change is required for the proposed use as a portion of this tract is zoned R-1.
2. Correct scale bar.
3. Access to U.S. Highway 83 is subject to review and approval by TX-DOT.
4. Label the correct phase in the certificate blocks and include the Lot and Block number.
5. Identify setback lines.
6. Identify all easements.
7. All improvements as per the Subdivision Ordinance.

Engineering: No comments submitted.

Fire:

1. Fire Hydrants are required every 300ft for commercial development. (Ordinance 2012-O-183, IFC 2012 Section 507.5.1., where required. Fire Hydrants shall be required along public and private streets at every 300 feet for commercial development.)

Environmental: No comments submitted.

Water & Utilities: No comments submitted.

Traffic Safety:

1. Plat name (as per Subdivision Ordinance Handbook, Chapter II). There are some parts of the plat that says Phase 1 and other Phase 2. Which is the right one?
2. Check sight distance (as per Subdivision Ordinance Handbook, Section 3-2). Street

- does not intersect perpendicular, this might create a sight distance issue.
3. ~~Traffic Impact Analysis (TIA).~~
 4. ~~Revise Master Plan (as per Subdivision Ordinance Handbook, Chapter II).~~
 5. ~~Why is ROW 80'?~~

Parks & Leisure: No comments submitted.

WEBB County App: No comments submitted.

AEP Engineers: No comments submitted.

U.I.S.D.: No comments submitted.

L.I.S.D.: No comments submitted.

AT&T: No comments submitted.

NOTICE TO THE DEVELOPER:

Planning:

1. Only the Utility easements within the plat boundaries are subject to change prior to plat recordation due to revisions by the utility companies.
2. All comments set forth herein are preliminary comments and not an exhaustive list. Additional comments may be added prior to final plat approval.

Second:	Cm. Barron
In Favor:	5
Opposed:	0
Abstained:	0

Motion Carried Unanimously

C. Preliminary consideration of the replat of Lot 3A, Block 355, Western Division into Lots 3A & 3B, Block 355, Western Division. The intent is residential.

PL-016-2023

District VIII - Cm. Alyssa Cigarroa

Luis Vazquez, Planning Staff, provided a brief overview on the item.

Daniel Gomez, Gomez Engineering, informed the Commission that he is trying to seek a variance in order to replat this property.

Carol Sherwood, Executive Director for Habitat for Humanity, provided a brief presentation on the habit family (San Juana Almazan) they are seeking to assist.

The Commission discussed the possibility of granting a variance on lot area and lot width. Planning Staff, however, informed the Commission that the dimensional standards are a function of zoning and variances on zoning standards are under the purview of the Board of Adjustments. Therefore, the Commission would have to deny the applicant in order for a variance to be considered at the Board of Adjustments.

Cm. Barron made a motion to **deny** the item.

DENIAL:

The lot in its current configuration is platted. The lot dimensions for the proposed replat do not meet the minimum dimensional standards for the current R-3 zone or any other zoning district.

Planning:

1. Label the correct Lot number as the sketch indicates Lot 3, while the title name states Lot 3A.
2. Identify setback lines.
3. Identify all easements.
4. All improvements as per the Subdivision Ordinance.

Engineering: No comments submitted.

Fire: No comments submitted.

Environmental: No comments submitted.

Water & Utilities: No comments submitted.

Traffic Safety: No comments submitted.

Parks & Leisure: No comments submitted.

WEBB County App: No comments submitted.

AEP Engineers: No comments submitted.

U.I.S.D.: No comments submitted.

L.I.S.D.: No comments submitted.

AT&T: No comments submitted.

NOTICE TO THE DEVELOPER:

Planning:

1. Only the Utility easements within the plat boundaries are subject to change prior to plat recordation due to revisions by the utility companies.
2. All comments set forth herein are preliminary comments and not an exhaustive list. Additional comments may be added prior to final plat approval.

Second: Cm. Dominguez
In Favor: 5
Opposed: 0
Abstained: 0

Motion Carried Unanimously

Cm. Dominguez stepped out of the meeting at 6:49 p.m.

D. Preliminary consideration of the replat of Lots 34 & 35, Block 18 Santa Rita Subdivision, Unit VI-A into Lots 34A & 35A, Block 18 Santa Rita Subdivision, Unit VI-A. The intent is to adjust property boundaries of two existing residential tracts.

PL-017-2023

District II - Cm. Vidal Rodriguez

Luis Vazquez, Planning Staff, provided a brief overview on the item.

Cm. Dominguez stepped back into the meeting at 6:50 p.m.

Sergio Narvaez, Premier Engineering, informed the Commission that the property owner is requesting a replat to fix a 5-foot encroachment.

Cm. Dovalina made a motion to **approve** the item subject to the following comments.

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

Planning:

5. Correct scale bar to ensure that 1 inch equals to 100 feet (§ 2-3.2. (b)(1)(x) - Subdivision Ordinance).
6. Provide Line Table or a different font as the measurements/calls are difficult to view.
7. Change the word "convenience" to "covenant" in Plat Note # 2.
8. Draw plat boundaries with heavy lines (§ 2-3.2. (b)(1)(xii) - Subdivision Ordinance).
9. All improvements as per the Subdivision Ordinance.

Engineering: No comments submitted.

Fire: No comments submitted.

Environmental: No comments submitted.

Water & Utilities: No comments submitted.

Traffic Safety: No comments submitted.

Parks & Leisure: No comments submitted.

WEBB County App: No comments submitted.

AEP Engineers: No comments submitted.

U.I.S.D.: No comments submitted.

L.I.S.D.: No comments submitted.

AT&T: No comments submitted.

NOTICE TO THE DEVELOPER:

Planning:

3. Only the Utility easements within the plat boundaries are subject to change prior to plat recordation due to revisions by the utility companies.
4. All comments set forth herein are preliminary comments and not an exhaustive list. Additional comments may be added prior to final plat approval.

Second:	Cm. Dominguez
In Favor:	5
Opposed:	0
Abstained:	0

Motion Carried Unanimously

8. CONSIDERATION OF AN EXTENSION TO THE FOLLOWING FINAL PLATS AND FINAL REPLATS:

A. Consideration of an extension to the final plat approval of Moreno Minerales Plat. The intent is industrial. The plat is to expire on November 7, 2022.

PL-018-2023

District VII - Cm. Vanessa Perez

Luis Vazquez, Planning Staff, provided a brief overview on the item.

Cm. Dovalina made a motion to **approve** the item.

Second:	Cm. Sada Paz.
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In Favor: 5
Opposed: 0
Abstained: 0

Motion Carried Unanimously

9. CONSIDERATION OF THE FOLLOWING FINAL PLATS AND FINAL REPLATS:

Cm. Dovalina made a motion to **consolidate** items 9A thru 9F.

Second: Cm. Sada Paz
In Favor: 5
Opposed: 0
Abstained: 0

Motion Carried Unanimously

- A. Final consideration of the plat of Killam Industrial Park, Unit 19. The intent is industrial.**

PL-009-2023

District VII - Cm. Vanessa Perez

- B. Final consideration of the plat of Lomas Del Sur Subdivision, Phase XVI-A. The intent is residential.**

PL-010-2023

District I - Cm. Rudy Gonzalez, Jr.

- C. Final consideration of the replat of Lot 2A into 2B & 2C, Block 1, Laredo Arena Subdivision - Unit 4. The intent is commercial.**

PL-011-2023

District V - Cm. Ruben Gutierrez, Jr.

- D. Final consideration of Lot 1, Block 1, Puerto Escondido Apartments Plat. The intent is residential.**

PL-014-2023

District VI - Cm. Dr. Marte A. Martinez

- E. Final consideration of the replat of west 1/2 of Lot 8 and the east 15.5 feet of Lot 9, Block 161, Western Division into Lot 8C, Block 161, Western Division. The intent is residential.**

PL-015-2023

District VIII - Cm. Alyssa Cigarroa

- F. Final consideration of replat of Lot 1, Block 1, Nava Ranchitos Plat into Lot 1A, Block 1, Nava Ranchitos Replat. The intent is industrial.**

PL-019-2023

District VII - Cm. Vanessa Perez

Cm. Sada Paz made a motion to approve items 9A thru 9F.

Second:	Cm. Dominguez
In Favor:	5
Opposed:	0
Abstained:	0

Motion Carried Unanimously

10. ELECTION OF OFFICERS

Chm. E. Villarreal, requested a motion to table the item.

Cm. Dominguez made a motion to table items 10A and 10B.

Second:	Cm. Dovalina
In Favor:	5
Opposed:	0
Abstained:	0

Motion Carried Unanimously

A. Election of Chairman

B. Election of Vice-Chairman

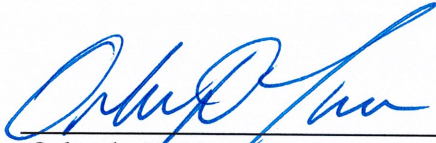
Cm. Barron made a motion to excuse the Commissioners not present in the meeting.

Second:	Cm. Dominguez
In Favor:	5
Opposed:	0
Abstained:	0

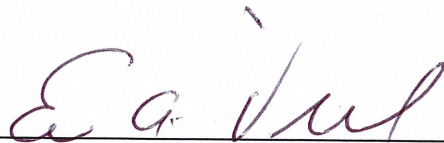
Motion Carried Unanimously

11. ADJOURNMENT

Chm. E. Villarreal **adjourned** the meeting at 6:54 p.m.



Orlando D. Navarro
Planning Director



Erasmo Villarreal, Chairman
Planning & Zoning Commission