

CITY OF LAREDO

PLANNING AND ZONING COMMISSION

MINUTES OF THE PLANNING AND ZONING MEETING OF MARCH 4, 2021

The City of Laredo Planning and Zoning Commission convened in regular session open to the public at 6:00 p.m. on Thursday, March 4, 2021, Live Web Link: <http://laredotx.swagit.com/live>, Public Access Chanel: Spectrum TV Channel 1300, and considered the following:

**Present:** Erasmo Villarreal  
Jorge Dominguez  
Rafael Dueñas, Sr.  
Abraham Lugo  
Johnny Narvaez  
Raul Ugalde, Jr.  
Larry Dovalina

**Absent:** Carlos Flores  
Ana G. Villarreal

**Staff:** J. Kirby Snideman  
Rafael Vidaurri  
Vanessa Guerra  
Amanda Pruneda

**Others:** Rosendo Carranco  
Ricardo Villarreal  
Oscar Castillo

**1. CALL TO ORDER**

Cm. Villarreal called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

Rafael Vidaurri, Planning Staff, called roll and verified a quorum existed.

Cm. Dominguez made a motion to excuse Cm. Flores and Cm. Villarreal for not attending the meeting.

Second:	Cm. Ugalde
In Favor:	7
Opposed:	0
Abstained:	0

Motion Carried unanimously

Cm. Dominguez requested a motion to excuse absent Commissioners for the Special Meeting of February 25, 2021.

Cm. Lugo made a motion to excuse Cm. Dominguez, Cm. Ugalde and Cm. Flores for not attending the Special Meeting of February 25, 2021.

Second:	Cm. Narvaez
In Favor:	7
Opposed:	0
Abstained:	0

Motion Carried unanimously

### 3. CITIZEN COMMENTS

Citizens interested in providing comments on a particular issue are to submit their comments in writing via the “Online Response Form” available in the “Current Notices Section” of the City of Laredo Planning Department website located at <https://www.cityoflaredo.com/Planning>. Comments are to be submitted no later than 5:45 p.m. the day of the meeting. During the meeting, a telephone number shall be provided to allow citizens the opportunity to call in to speak on a particular issue. Comments are limited to three (3) minutes per speaker. No more than three (3) persons will be allowed to speak on any side of an issue. Should there be more than three (3) people who wish to speak on a particular issue, they need to select not more than three (3) representatives to speak for them and the presiding officer may limit the public comments further in the interest of an orderly meeting. Speakers may not pass their minutes to any other speaker. Comments should be relevant to City business and delivered in a professional manner. No derogatory remarks will be permitted.

### 4. CONSIDER APPROVAL OF MINUTES OF:

Cm. Dovalina requested that the minutes reflect his abstention from Item # 9B, final consideration of the plat of Green Subdivision, Phase 12.

Cm. Villarreal requested a motion to approve the minutes with corrections to the attendance and Cm. Dovalina abstention from the Green Subdivision, Phase 12 plat.

Cm. Lugo made a motion to **approve** the minutes of the Special Meeting of February 25, 2021 with the amendments to the attendance and Cm. Dovalina’s abstention to Item # 9B.

Second:	Cm. Narvaez
In Favor:	7
Opposed:	0
Abstained:	0

Motion Carried unanimously

**5. ELECTION OF OFFICERS:**

**A. Election of Vice-Chairman**

Cm. Dovalina made a motion to nominate Cm. Dominguez for Vice-Chairman.

Second:	Cm. Ugalde
In Favor:	7
Opposed:	0
Abstained:	0

Motion Carried unanimously

**6. PUBLIC HEARING AND RECOMMENDATION OF AN ORDINANCE:**

**A. Amending the Zoning Ordinance Map of the City of Laredo by authorizing the issuance of Special Use Permit (SUP) for ministorage warehousing on approximately 5.01 acres situated on Porcion 38, Abs 472, Jose Antonio Nasario, Original Grantee, located north of St. Luke Boulevard, and east of Ejido Avenue.**

**ZC-021-2021  
Council District I**

**Staff supports the proposed SUP.**

Vanessa Guerra, Planning Staff, provided a brief overview on the item.

Rosendo Carranco, spoke in favor of the item.

Ricardo Villarreal, Howland Engineering, spoke in favor of the item.

Cm. Dominguez made a motion to close public hearing and support staff recommendation and approve the SUP but, striking Item # 1.

Second:	Cm. Ugalde
In Favor:	7
Opposed:	0
Abstained:	0

Motion Carried Unanimously

**7. REVIEW AND CONSIDERATION OF THE FOLLOWING MASTER PLAN:**

**A. Review and consideration of Central Village Subdivision Master Plan. The intent is residential and commercial.**

**PL-071-2021**

**District IV - Cm. Alberto Torres, Jr.**

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

Oscar Castillo, PEUA Engineering, informed the Commission that he concurs with staff comments.

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

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS:**

**Planning:**

1. Submit master plan revision to the City of Laredo Building Department GIS division within 10 days of commission approval in a geo-referenced CAD file in accordance with Section 2-3.2(a) 4 of the Laredo Subdivision Ordinance.
2. Expand Phase 4 in an easterly direction so as to incorporate the eastern roadway that is outside and immediately adjacent to the phase.
3. Coordinate with the Parks and Leisure Services Department to ensure compliance with parkland dedication requirements.
4. A portion of this master plan is located within Subdistrict C of the Airport Noise Zoning District pursuant to Section 24-68 of the Land Development Code. Identify the boundary of said Subdistrict on the master plan and ensure that all impacted phases comply with the provisions of Section 24-68 which includes necessary plat notes/notices, etc.
5. All improvements as per Subdivision Ordinance.
6. Comply with the vegetative buffering requirements of Section 24-57 of the Land Development Code as the eastern most portion of the Master Plan is impacted by a fifth order stream.
7. A zone change will be required for the intended use.
8. Coordinate entrances with TX-DOT.
9. Find alternate street names for David A. Siquerios Rd., Sevilla FC Dr, Frida Kahlo, and Diego Rivera Dr., in order to avoid duplicate street names/similar sounding.
10. Provide plat note with X, Y coordinate for point of beginning and point of commencement.

**Engineering:**

1. Avoid having the access roads within the flood plain.
2. Re-phase the detention area to an early phase.

**Fire:** No comments submitted.

**Environmental:**

1. Provide Drainage Master Plan at One Stop Shop.

**Water & Utilities:**

1. Indicate propose water and sanitary sewer connections and water and sewer mains being considered.
2. Provide projected flows and demand for lots.
3. Subject to further comment based on utility submittal.

**Traffic Safety:**

1. Streets shall intersect perpendicular for a minimum of 100 feet.
2. Check sight distance at David Siqueiros and Benfica.
3. Some streets will need traffic calming devices.
4. Two streets, Paris Saint-Germain Lp and David Riviera Dr, show possible future connections to the south. Please show how much possible acreage or number of vehicles are expected to add to the traffic shown in the study.
5. A note should be placed on the plat that mandates another study if/when other master plans and/or phases are incorporated into the proposed street network for the purposes of a traffic signal, auxiliary lane, etc.
6. The trip distribution, for the sake of this study, with the median in place should state that 100% of traffic will be entering from the west and exiting to the east. As such, what will be the effect of u-turns at the Casa Blanca Rd and Loop 20 traffic signals? How will traffic be handled?
7. With regards to the previous comment, it should be discussed with TxDOT to construct a hooded left turn for eastbound traffic to minimize/eliminate u-turns at Casa Blanca Rd.

**Parks & Leisure:**

1. As per Ordinance 2008-O-058, Section 24.56.2, the Parkland Dedication proposed in Phase 3,4, and 5 must comply with Parkland dedication criteria and requirements and will be reviewed by the Park and Recreation Director. It must also be labeled on the master plan as "proposed park." Based on the 254 lots to be developed this will require .99 for parkland dedication.
2. As per Ordinance 2008-O-058, Section 24.56.2.E, in addition to the land dedication requirements, a Park Improvements Fee (PIF) is required to provide improvements to the park and is based upon the final number of dwelling units. Based on the current proposed dwelling units, the PIF is \$79,756 and is due prior to recordation.

**TxDOT:** 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 approval.

Second:	Cm. Dueñas
In Favor:	7
Opposed:	0
Abstained:	0

Motion Carried Unanimously

**8. CONSIDERATION OF THE FOLLOWING PRELIMINARY PLATS AND PRELIMINARY REPLATS:**

- A. Preliminary consideration of the plat of Central Village Subdivision, Phase 1. The intent is residential and commercial.**

**PL-072-2021**

**District IV – Cm. Alberto Torres, Jr.**

Oscar Castillo, PEUA Engineering, informed the Commission that he concurs with staff comments.

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

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS:**

**Planning:**

1. Identify all easements.
2. All improvements as per subdivision ordinance.
3. Comply with the vegetative buffering requirements of Section 24-57 of the Land Development Code as the eastern most portion of the plat is impacted by a fifth order stream.

4. This subdivision is encumbered by a private roadway easement to the adjacent southerly tract. Coordinate with adjacent property owner for concurrence and possible realignment/abandonment of easement.
5. A zone change will be required.
6. Secure Conditional Letter of Map Revision (CLOMR) as required for final plat.
7. Provide Base Flood Evaluation (BFE's).
8. Add a plat note indicating that the finished floor and all mechanical equipment must be elevated 18" above Base Flood Elevation.

**Engineering:**

1. Provide all necessary easements for drainage, and wet and dry utilities.
2. Provide BFE's
3. Avoid subdivision access within the floodplain.

**Fire:** No comments submitted.

**Environmental:**

1. Assure to address detention at One Stop Shop.
2. Identify any drainage easements where applicable.

**Water & Utilities:**

1. Indicate proposed water and sanitary sewer connections and water and sewer mains being considered.
2. Provide projected flows and demand for lots.
3. Subject to further comment based on utility layout submittal.

**Traffic Safety:**

1. Streets shall intersect perpendicular for a minimum of 100 feet.
2. Check sight distance at David Siqueiros and Benfica.
3. Some streets will need traffic calming devices.
4. Two streets, Paris Saint-Germain Lp and David Riviera Dr, show possible future connections to the south. Please show how much possible acreage or number of vehicles are expected to add to the traffic shown in the study.
5. A note should be place on the plat that mandates another study if/when other master plans and/or phases are incorporated into the proposed street network for the purposes of a traffic signal, auxiliary lane, etc.
6. The trip distribution, for the sake of this study, with the median in place, should state that 100% of traffic will be entering from the west and exiting to the east. As such, what will be the effect of u-turns at the Casa Blanca Rd and Loop 20 traffic signals? How will traffic be handled?
7. With regards to the previous comment, it should be discussed with TxDOT to construct a hooded left turn for eastbound traffic to minimize/eliminate u-turns at Casa Blanca Rd.

**Parks & Leisure:**

1. As per Ordinance 2008-O-058, Section 24.56.2, the Parkland Dedication proposed in Phase 1 must comply with Parkland dedication requirements and will be reviewed by the Park and Recreation Director.
2. As per Ordinance 2008-O-058, Section 24.56.2.E, in addition to the land dedication requirements, a Park Improvement Fee (PIF) is required to provide improvements to the park and is based upon the final number of dwelling units. Based on the proposed 54 dwelling units in Phase 1, the PIF is \$16,956 is due prior to recordation.

**Utility Coordination:**

1. All projects having work done along the City of Laredo's ROW/utility easements must complete the Utility Coordination Process and obtain a letter stating so prior to obtaining a construction permit as per ordinance 2005-O-022.
2. All projects needing to go through the UCC must submit an application and a site plan showing all improvements along city's ROW.

**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. Dovalina
In Favor:	7
Opposed:	0
Abstained:	0

Motion Carried Unanimously



**B. Preliminary consideration of the plat of Riverhill South Subdivision, Phase III. The intent is residential.**

**PL-076-2021**

**District III – Cm. Mercurio Martinez, III**

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

Wayne Nance, Porras Nance Engineering, informed the Commission that he concurs with staff comments.

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

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS:**

**Planning:**

1. As per section 3-4 B.2 of the Subdivision Ordinance, the Developer has submitted notice of intention to place utilities in the front of the lot. The front of lot utility layout/schematics, as prepared by Developer's engineer, shall be submitted to plan review.
2. A zone change will be required for the proposed used (dimensional standards).
3. Ensure that the front setback conforms with the dimensional standards.
4. Identify all easements.
5. All improvements as per the subdivision ordinance.

**Engineering:**

1. Provide all necessary easements.
2. Provide finish floor elevations for the lots close to the 100 yr floodplain.

**Fire:** No comments submitted.

**Environmental:** No comments submitted.

**Water & Utilities:**

1. Will need written notice of the developer's intention to place front of lot utilities at the same time of the preliminary plat is submitted and at the time of plan review submit a front of lot utility layout/schematics.
2. Water system needs to be looped.
3. Need to submit master plan for water and sanitary sewer, plan needs flows and demand identified, along with conventions.

**Traffic Safety:**

1. "L" shaped intersection shall have an interior angle not less than 72 degrees and not greater than 120 degrees. Please confirm angle of "L" shaped streets.
2. Block length shall not be less than 300 feet.
3. Some streets will need traffic calming devices.
4. Streets shall intersect perpendicular for a min of 100 feet.

**Parks & Leisure:** No comments submitted.

**Utility Coordination:**

1. All projects having work done along the City of Laredo's ROW/utility easements must complete the Utility Coordination Process and obtain a letter stating so prior to obtaining a construction permit as per ordinance 2005-O-022.
2. All projects needing to go through the UCC must submit an application and a site plan showing all improvements along city's ROW.

**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 utilities companies.
2. All comments set forth herein are preliminary and not an exhaustive list. Additional comments may be added prior to final plat approval.

Second:	Cm. Dueñas
In Favor:	7
Opposed:	0
Abstained:	0

Motion Carried Unanimously

**9. DIRECTOR'S COMMENTS**

J. Kirby Snideman, Planning Director, thanked the Commission for their service.


Chairman Villarreal, along with Cm. Dominguez, requested that staff explore methods that would allow engineers to participate in future meeting through WebEx.

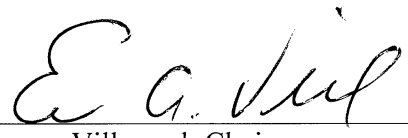
**10. ADJOURNMENT**

Cm. Dominguez made a motion to adjourn at 6:49 p.m.

Second:	Cm. Dovalina
In Favor:	7
Opposed:	0
Abstained:	0

Motion Carried unanimously

  
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J. Kirby Spideman  
Planning Director

  
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Erasmo Villarreal, Chairman  
Planning & Zoning Commission