

CITY OF LAREDO

PLANNING AND ZONING COMMISSION

MINUTES OF THE PLANNING AND ZONING MEETING OF APRIL 9, 2021

The City of Laredo Planning and Zoning Commission convened in special session open to the public at 6:00 p.m. on Thursday, April 9, 2021, Live Web Link: <http://laredotx.swagit.com/live>, Public Access Chanel: Spectrum TV Channel 1300, and considered the following:

**Present:** Erasmo Villarreal  
Rafael Dueñas, Sr. (arrived at 12:02)  
Abraham Lugo  
Raul Ugalde, Jr.  
Larry Dovalina  
Ana G. Villarreal

**Absent:** Jorge Dominguez (Excused)  
Johnny Narvaez (Excused)  
Vacant

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

**Others:** Miguel Gomez  
Jaime Garcia  
Jeff Puig  
Eduardo Gutierrez  
Wayne Nance  
Ricardo Ramos

**1. CALL TO ORDER**

Cm. Villarreal called the meeting to order at 12:01 noon.

**2. ROLL CALL**

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

J. Kirby Snideman, Planning Director, advised the Commission that Carlos Flores is no longer on the Commission, therefore, Council District VII is vacant.

Cm. Dueñas arrived at 12:02 p.m.

Cm. Dovalina made a motion to **excuse** Cm. Dominguez and Cm. Narvaez for not attending the meeting.

Second:	Cm. Ugalde
In Favor:	6
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:**

#### **Regular Meeting of March 18, 2021.**

Cm. Dovalina made a motion to **approve** the minutes of March 18, 2021.

Second:	Cm. Lugo
In Favor:	6
Opposed:	0
Abstained:	0

Motion Carried unanimously

### **5. PUBLIC HEARING AND RECOMMENDATION OF AN ORDINANCE:**

**A. Amending the Zoning Ordinance (Map) of the City of Laredo by authorizing the issuance of a Conditional Use Permit (CUP) for a bar (microbrewery) in Condo Units 9, 10, 11, 12 only, on Lot 1 & 2, Block 1, Kimberly Plaza Subdivision, located at 4820 McPherson Rd.**

**ZC-024-2021**

**District V**

**Staff supports the proposed CUP.**

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

Miguel Gomez, Representative for Saludos Brewing, answered questions the Commission had and spoke in favor of the item.

Cm. Ugalde made a motion to close the public hearing, support staff recommendation and **approve** the item.

Second:	Cm. Dueñas
In Favor:	4
Opposed:	2 Cm. A. Villarreal and Cm. Dovalina
Abstained:	0

Motion Carried

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

**A. Review and consideration of the Las Aldeas Subdivision Master Plan. The intent is residential (mobile home lots) and commercial.**

**PL-086-2021**

**Council District I – Cm. Rudy Gonzalez, Jr.**

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

Jaime Garcia and Jeff Puig of Civil Engineering Consultants informed the Commission that they concurred with staff comments. Furthermore, they advised that they have spoken to the Parks Department in reference to Parks Department comment # 2 and the Traffic Department in reference to Traffic comment # 3.

Dan Magee, Traffic Director, stated that he met with Jeff Puig from CEC and they have agreed that they will do the TIA, and the Master Plan will be modified according to what the TIA will show. Lastly, Dan Magee advised that he is in agreement to striking Traffic comment # 3

Cm. Dovalina made a motion to **approve** the item subject to the following comments and striking Traffic Comment # 3.

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS:**

**Planning:**

1. Provide vicinity map.
2. Access to US Highway 83 S is subject to review and approval from TX-DOT.
3. Comply with preservation and buffering requirements, as applicable, as a portion of this master plan is impacted by a 1st order stream.
4. Provide a plat note with X, Y coordinates for point of beginning and point of commencement.
5. A zone change may be required.
6. 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.
7. All improvements as per Subdivision Ordinance.

**Engineering:**

1. Provide storm water detention.

**Fire:** No comments submitted.

**Environmental:** No comments submitted.

**Water & Utilities:**

1. Need conceptual utility plan for water and sanitary mains to be looped.
2. Any off-site improvements need to have easements.
3. Any easements with water and/or sanitary sewer utilities need to be Utilities Access Easement (U.A.E.) with a minimum width of 15-ft wide.
4. Easements through detention pond, canals, or future ROW area shall be with all-weather access road.
5. Water system needs to be looped, if it is not possible, an Automatic Flushing Device (AFD) connected to the storm drainage will be needed.
6. For commercial/industrial developments, provide 12-in stub out of fire protection line and services are from same line. Otherwise, two (2) separate stub outs, one (1) for fire protection and one (1) of domestic and irrigation, are required,
7. Subject to further comment based on utility layout submittal.

**Traffic Safety:**

1. Block length shall not be less than 300 feet.
2. Bring a TIA.
3. Add a collector that connects from US 83 to Palermo.

**TxDOT:**

1. We will need more information on what type of development and how the developer proposing to access the commercial lots adjacent to US 83 since it isn't shown on the master plan.

**Parks & Leisure:**

1. As per Ordinance 2008-O-058, Section 24.56.2 and Section 24.56.2.E, Las Aldeas Subdivision Development must comply with Parkland dedication criteria and requirements which also include a Park Improvement Fee (PIF).
2. The Parks and Recreation Department would like to visit with developer regarding the proposed parkland and discuss location and possibly cash in lieu.

**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. Lugo
In Favor:	6
Opposed:	0
Abstained:	0

Motion Carried Unanimously

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

**A. Preliminary consideration of Emami Plaza Plat. The intent is commercial (retail).**

**PL-088-2021**

**District V – Cm. Ruben Gutierrez, Jr.**

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

Eduardo Gutierrez, Premier Engineering, informed the Commission that he concurs with staff comments, and would like to add that they have documentation that states the pipeline was abandoned and/or released. Said documentation will be provided to the City of Laredo during the One Stop Shop process, therefore, evidencing compliance with Planning comment # 1.

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

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS;**

**Planning:**

1. Conform to Section 24.77.2(12) of the Laredo Land Development Code regarding development requirements near existing gas lines and be sure to identify and label a "no build zone" as necessary.
2. Provide a plat note with X, Y coordinates for point of beginning and point of commencement.
3. Coordinate driveway location with the Traffic Safety Department.
4. Identify all easements.
5. All improvements as per subdivision ordinance.

**Engineering:** No comments submitted.

**Fire:** No comments submitted.

**Environmental:** 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 UCC must submit an application and a site plan showing all improvements along city's ROW.

**Water & Utilities:**

1. Update the water and Master Plan with the latest modification, indicate flows and demands.

**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 company.
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. Lugo
In Favor:	6
Opposed:	0
Abstained:	0

Motion Carried Unanimously

- B. Preliminary consideration of the re-plat of Lots 11, 12, & 13, Block 15 of College Heights Subdivision, Unit III, into Lots 11A, 12A, 13A, 13B, 13C, 13D, Block 15 of College Heights Subdivision, Unit III. The intent is residential.**

**PL-093-2021**

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

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

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

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS:**

**Planning:**

1. Provide plat note that prohibits lot 13B from having direct access to Don Camilo

- Boulevard.
2. Provide X, Y coordinates for Point of Beginning and Point of Commencement.
  3. Identify all easements
  4. All improvements as per the subdivision ordinance.

**Engineering:** No comments submitted.

**Fire:** No comments submitted.

**Environmental:** 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 UCC must submit an application and a site plan showing all improvements along city's ROW.

**Water & Utilities:**

1. Update the water and Master Plan with the latest modification, indicate flows and demands.

**Traffic Safety:** No comments submitted.

**Parks & Leisure:**

1. As per Ordinance 2008-O-058, Section 24.56.2 and Section 24.56.2.E, the development must comply with Parkland dedication criteria and requirements which also include a Park Improvement Fee (PIF).
2. The Parks and Recreation Department would like to visit with developer regarding parkland and the PIF.

**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.

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

Second:	Cm. Ugalde
In Favor:	6
Opposed:	0
Abstained:	0

Motion Carried Unanimously

**C. Preliminary consideration of the re-plat of Lot 1, Block 10, Crown Ridge, Phase 1, into Lot 1A & 1B, Block 10, Crown Ridge, Phase 1. The intent is commercial.**

**PL-094-2021**

**District VI – Cm. Dr. Marte A. Martinez**

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

Ricardo Ramos, Do-Rite Engineering, informed the Commission that he concurs with staff comments.

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

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS;**

**Planning:**

1. Increase the lot width of lot 1A at its connection to Livingston Drive so that it meets the minimum lot width requirement of 24 feet as per Section 24.77.2 (2) of the Land Development Code.
2. Should the applicant seek to access Shiloh Dr from Lot 1B, then an access easement through lot 1A will be required. Coordinate the placement of the access easement with the Traffic Department so as to accommodate existing driveway. Otherwise, provide a plat note that Lot 1B will not have direct access to Shiloh Dr.
3. Number the plat notes.
4. Identify all easements.
5. All improvements as per subdivision ordinance.

**Engineering:** No comments submitted.

**Fire:** No comments submitted.

**Environmental:** No comments submitted.

**Water & Utilities:**

1. Update the water and Master Plan with the latest modification, indicate flows and demands.
2. Need conceptual utility plan for water and sanitary mains to be looped. Any off-site improvements need to have easements.
3. Subject to further comment based on utility layout submittal.

**Traffic Safety:**

1. Place a note for share access. Show on plat access easement.

**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 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: 6  
Opposed: 0  
Abstained: 0

Motion Carried Unanimously

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

Cm. Ugalde made a motion to **hear** items 8A, 8B, 8C, all at the same time.

Second: Cm. A. Villarreal  
In Favor: 6  
Opposed: 0  
Abstained: 0

Motion Carried Unanimously

- A. Final consideration of the re-plat of Lot 22, Block 2, Los Altos Subdivision, into Lots 22-A and 22-B, Block 2, Los Altos Subdivision. The intent is residential.**

**PL-087-2021**

**The area is outside the city limits.**

- B. Final consideration of the plat of Lot 1, Block 1, Los Pinos Subdivision, Unit 2. The intent is residential.**

**PL-089-2021**

**District I – Cm. Rudy Gonzalez, Jr.**

- C. Final consideration of the plat of North Laredo Industrial Park, Phase IV. The intent is industrial.**

**PL-095-2021**

**District VII – Cm. Vanessa Perez**

Cm. Ugalde made a motion to **approve** items 8A, 8B, 8C.

Second: Cm. A. Villarreal  
In Favor: 6  
Opposed: 0  
Abstained: 0

Motion Carried Unanimously

**9. DIRECTOR'S COMMENTS**

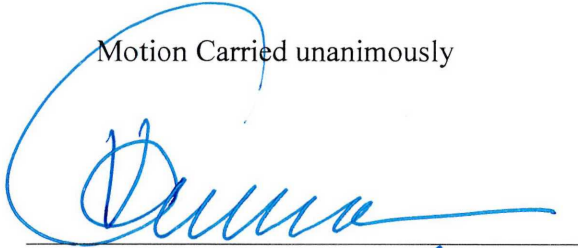
J. Kirby Snideman, Planning Director, thanked the Commission for their service.

**10. ADJOURNMENT**

Cm. Ugalde made a motion to adjourn at 12:36 p.m.

Second:	Cm. Dovalina
In Favor:	6
Opposed:	0
Abstained:	0

Motion Carried unanimously



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~~J. Kirby Snideman~~ VANESSA GEKKA  
Planning Director  
INTERIM



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Erasmo Villarreal, Chairman  
Planning & Zoning Commission