

CITY OF LAREDO

PLANNING AND ZONING COMMISSION

MINUTES OF THE PLANNING AND ZONING MEETING OF JUNE 3, 2021

The City of Laredo Planning and Zoning Commission convened in regular session open to the public at 6:00 p.m. on Thursday, June 3, 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
Raul Ugalde, Jr.
Larry Dovalina
Daniella Sada Paz

Absent: Johnny Narvaez (Excuse)
Ana G. Villarreal (Excuse)

Staff: Vanessa Guerra
Rafael Vidaurri
Amanda Pruneda
Victor Lopez

Others: Daniel Gomez
Miguel Jimenez
Fernando Blanco
Tony Arce, Jr.
Phong Nguyen
Rick Villarreal

1. CALL TO ORDER

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

2. ROLL CALL

Vanessa Guerra, Interim Planning Director, called roll and verified a quorum existed.

Cm. E. Villarreal requested a motion to excuse the Commissioners that were absent.

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

Second: Cm. Dominguez
In Favor: 7

Opposed: 0
Abstained: 0

Motion Carried Unanimously

3. PLEDGE OF ALLEGIANCE

4. CONSIDER APPROVAL OF MINUTES OF:

A. Regular Meeting of May 6, 2021

B. Regular Meeting of May 20, 2021

Cm. Dovalina made a motion to **approve** the minutes of May 6, 2021 and May 20, 2021.

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

Motion Carried Unanimously

5. 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.

6. REVIEW AND CONSIDERATION OF THE FOLLOWING MASTER PLAN:

A. Review and consideration of The Loop Master Plan. The intent is residential and commercial.

PL-139-2021

District V - Cm. Ruben Gutierrez, Jr.

Cm. E. Villarreal, informed the Commission that Oscar Castillo, PEUA Consulting and Engineer of record, requested items 6A and 8A be tabled.

Cm. Ugalde made a motion to **table** items 6A and 8A.

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

Motion Carried Unanimously

7. PUBLIC HEARING AND CONSIDERATION OF THE FOLLOWING PRELIMINARY REPLATS:

- A. Public hearing and preliminary consideration of the Re-plat of North of 30.55' of lot 2 and Lots 3, 4, & 5 Block 823 E.D. into Lot 2A, Block 823, E.D. The intent is commercial.**

PL-123-2021

District III - Cm. Mercurio Martinez, III

Daniel Gomez, Gomez Engineering, informed the Commission that he concurred with staff comments and was there to answer any questions they should have.

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

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

Planning:

1. A zone change will be required for the proposed use as the current Lot 5, Block 823, Eastern Division is currently zoned R-1. The zone change must be approved prior to securing final plat approval.
2. Provide plat note that states "The official setback line shall be determined based on the current zoning district in accordance to Section 24.77.1 of the Laredo Land Development Code."
3. Identify all easements.
4. All improvements as per the subdivision ordinance.

Engineering:

1. Provide all necessary easements.

Fire: No comments submitted.

Environmental: No comments submitted.

Water & Utilities:

1. 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.
2. Need conceptual utility plan for water and sanitary, subject to further comments based on utility layout submittal.

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.

Traffic Safety:

1. How will that commercial area develop? Show a master Plan.
2. Present a plan showing all existing and future driveways in the commercial area. Show access easements.
3. What will happen to existing house?
4. Existing driveways might not be able to remain in the same location they will be reevaluated at the time of building permit.

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. 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 The Loop Subdivision, Phase VI. The intent is residential and commercial.**

PL-141-2021

District V - Cm. Ruben Gutierrez, Jr.

- B. Preliminary consideration of the re-plat of Lot 1, Block 1, Lago Del Mar Subdivision, Unit 2 into Lot 1A & 1B, Block 1, DMCC Commercial Plat. The intent is commercial.**

PL-064-2021

District V - Cm. Ruben Gutierrez, Jr.

Miguel Jimenez, Howland Engineering, informed the Commission that he concurred with staff comments and was available to answer any questions they should have.

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

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

Planning:

1. Modify Attestment of Planning Commission Approval certificate reflect Vanessa Guerra, Interim Planning Director.
2. Provide a plat note with X, Y coordinates for point of beginning / point of commencement.
3. Provide the correct volume and page for the recording information for the the Lago Del Mar Subdivision, Unit 2 in the "As Platted" portion of the sketch.
4. Correctly label the floodplain as Zone A and not Zone X.
5. Provide north arrow.
6. Correct all certificates on the face of the plat with the correct plat name.
7. Identify all easements.
8. All improvements as per the Subdivision Ordinance.

Engineering: No comments submitted.

Water & Utilities: No comments submitted.

Traffic Safety:

1. A shared driveway of a min of 50'X50' will be required.

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

Motion Carried Unanimously

C. Preliminary consideration of the re-plat of Lot 3A, Block 1 San Isidro Multi-family Plat into Lot 3C, Block 1, San Isidro Multi-family Plat. The intent is commercial.

PL-133-2021

District VI - Cm. Dr. Marte A. Martinez

Fernando Blanco, PEUA Consulting, informed the Commission that he concurred with staff comments and was available to answer any questions they should have.

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

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

Planning:

1. Coordinate with the Engineering Department and the Traffic Department to ensure that the reduced access easement will adequately accommodate a turning vehicle.
2. Provide plat note prohibiting direct access to International Boulevard.
3. Provide correct plat name in Planning Commission Approval Certificate.
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-022.1.
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. Need conceptual utility plan for water and sanitary mains.
2. Subject to further comment based on utility layout submittal.

Traffic Safety:

1. How will that commercial area develop? Show a master plan.
2. Present a plan showing all existing and future driveways in the commercial area. Show access easements.
3. Why is the access easement reduced?

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. Dueñas
In Favor: 6

Opposed: 0
Abstained: 1 Cm. Dominguez

Motion Carried

D. Preliminary consideration of the plat of Lago Del Valle, Phase VIII. The intent is residential.

PL-134-2021

District II - Cm. Vidal Rodriguez

Fernando Blanco, PEUA Consulting, informed the Commission that he concurred with staff comments and was available to answer any questions they should have.

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

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

Planning:

1. Final approval of this plat will be subject to an annexation agreement and TIA, and possible requirements therefrom.
2. Correct plat note # 4 as it relates to the Loop Subdivision, Phase V.
3. Modify the Attestment of Planning Commission Approval certificate to reflect Vanessa Guerra as the Interim Planning Director.
4. Identify all easements.
5. All improvements as per Subdivision Ordinance.

Engineering:

1. Provide all necessary easements.

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-022.1.
2. All projects need to go through UCC must submit an application and a site plan showing all improvements along city's ROW.

Water & Utilities:

1. The whole property needs to be annexed to the city limits before approved utilities preliminary.

2. Water system needs to be looped if it is not possible, install an Automatic Flushing Device (AFD) connected to the storm drainage will be needed.
3. Any easements with water and/or sanitary sewer utilities needs to be Utilities Access Easement (U.A.E.) with a minimum width of 15-ft wide and an all weather road.

Traffic Safety:

1. Streets shall intersect perpendicular for a min of 100 feet.
2. Block length shall not be less than 300 feet.
3. "L-shaped" type intersection shall have an interior angle not less than 72 degrees and not greater than 120 degrees.
4. Why is the access easement reduce?

Parks & Leisure:

1. As per Ordinance 2008-O-058, Section 24.56.2, Lago del Valle, Phase VIII has been complying with Parkland dedication criteria and requirements.

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 plat boundaries are subject to change prior to plat recordation due to revisions by 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. Dueñas
In Favor:	7
Opposed:	0
Abstained:	0

Motion Carried Unanimously

9. REVIEW AND CONSIDERATION OF THE FOLLOWING VACATING PLATS:

- A. Consideration to vacate the plat of Cuatro Vientos Norte Subdivision, Phase XIII, as recorded on May 2, 2017 in Volume 35, Page 5-5, of the Webb County Plat Records.**

PL-135-2021

District I - Cm. Rudy Gonzalez, Jr.

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

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

Motion Carried Unanimously

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

Cm. Ugalde, made a motion to **hear** items 10A thru 10E at the same time.

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

Motion Carried Unanimously

- A. Final 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-129-2021

District VI - Cm. Dr. Marte A. Martinez

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

PL-132-2021

District III - Cm. Mercurio Martinez, III

- C. Final consideration of the re-plat of Lot 16 and 17, Block 12, Lomas Del Sur Subdivision, Unit V, Lot 21 and 22, Block 12, Lomas Del Sur Subdivision, Unit XIII, and H.B. Zachry Co. 1469 acres into Cigarroa Middle School Plat, Lot 1, Block 1. The intent is institutional.**

PL-136-2021

District I - Cm. Rudy Gonzalez, Jr.

D. Final consideration of the plat of Harmony Hills Subdivision, Phase 1 at Rodriguez Ranch. The intent is residential.

PL-137-2021

District VI - Cm. Dr. Marte A. Martinez

E. Final consideration of the re-plat of a portion of Lots 10-11 and all of lot 12, Fesco Business Park Unit One Subdivision, Volume 26 Page 76, M.P.W.C. & 36.89 Acres AEP Texas Central Company, Volume 4932, Page 789, O.P.R.W.C. into Lot 1, Block 1 AEP-Laredo Service Center Subdivision. The intent is industrial

PL-140-2021

District II - Cm. Vidal Rodriguez

Cm. Ugalde, made a motion to **approve** items 10A thru 10E.

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

Motion Carried Unanimously

11. CONSIDERATION OF MODEL SUBDIVISION COMPLIANCE:

A. Consideration of Model Subdivision Rule Compliance for the plat of Villas San Agustin, Unit 7. The intent is residential.

PL-138-2021

District VII - Cm. Vanessa Perez

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

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

Motion Carried Unanimously

12. ADJOURNMENT

Cm. E. Villarreal requested a motion to adjourn the meeting at 6:19 p.m.


Cm. Dominguez made a motion to **adjourn**.

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

Motion Carried Unanimously



Vanessa Guerra
Interim Planning Director



Erasmo Villarreal, Chairman
Planning & Zoning Commission