

CITY OF LAREDO

PLANNING AND ZONING COMMISSION

MINUTES OF THE PLANNING AND ZONING MEETING OF AUGUST 5, 2021

The City of Laredo Planning and Zoning Commission convened in regular session open to the public at 6:00 p.m. on Thursday, August 5, 2021, in the Joe A. Guerra Public Library, Conference Room, 1120 E. Calton Rd.,, considered the following:

Present: Erasmo Villarreal
Jorge Dominguez
Rafael Dueñas, Sr.
Abraham Lugo (Arrived 6:06 p.m.)
Johnny Narvaez
Larry Dovalina
Daniella Sada Paz (Arrived 6:12 p.m.)
Ana G. Villarreal (Arrived 6:08 p.m.)

Absent: Raul Ugalde, Jr.

Staff: Rafael Vidaurri
Amanda Pruneda
Juan S. Mendive
Graciela S. Briones
Kent Richard
Ruben Dominguez

Others: Wayne Nance
Oscar Castillo
Gilberto Gonzalez
Andres Rubio
Juan Salinas

1. CALL TO ORDER

Cm. Villarreal called the meeting to order at 6:03 p.m.

2. ROLL CALL

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

3. PLEDGE OF ALLEGIANCE

4. CONSIDER APPROVAL OF MINUTES OF:

A. Regular Meeting of July 15, 2021

Cm. Dovalina made a motion to approve the minutes of July 15, 2021.

Second: Cm. Dominguez
In Favor: 6
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.

Chairman E. Villarreal, advised the commission that a committee was needed that would work closely with Planning Staff in the development of the Unified Land Development Code (ReCode). The committee to consist Cm. Dominguez, Cm. Dovalina, and himself.

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

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

Motion Carried Unanimously

Cm. Lugo arrived at 6:06 p.m.

6. STAFF PRESENTATIONS:

A. Overview of the Laredo International Bridge System Master Plan.

A presentation was given by Kent Richard, Assistant Director, Bridge Department. Multiple questions were asked of Mr. Richard by the commission.

Cm. A. Villarreal arrived at 6:08 p.m.

Cm. Sada Paz arrived at 6:12 p.m.

B. Presentation by staff of the Laredo Webb County Area Metropolitan Planning Organization.

A presentation was given by Juan Mendive, Interim MPO Director and Graciela S. Briones, MPO Staff. Multiple questions were asked of the presenters by the commission.

7. REVIEW AND CONSIDERATION OF THE FOLLOWING MASTER PLAN:

A. Review and consideration of the revision of Las Fincas Subdivision Master Plan. The intent is residential/multi-family/open space.

PL-190-2021

District II - Cm. Vidal Rodriguez

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

Wayne Nance, Porras Nance Engineering, informed the Commission that he concurred with staff comments and explained that Planning Items # 5 and # 6 had already been addressed with Planning Staff.

Cm. Dominguez, addressed his concerned that the Master Plan has only one entrance/exit.

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

Second:	Cm. Lugo
In Favor:	3
Opposed:	4 Cm. Dominguez, Cm. Dueñas, Cm. A. Villarreal and Cm. Sada Paz
Abstained:	1 Cm. E. Villarreal

Motion failed.

Wayne Nance, Porras Nance Engineering, requested the item be tabled.

Cm. Dominguez made a motion to **table** the item.

Second:	Cm. Dovalina
In Favor:	8
Opposed:	0
Abstained:	0

Motion Carried Unanimously

Cm. Dominguez requested a 5 minute recess.

Chairman E. Villarreal dismissed the committee for a short recess.

Committee member returned from recess.

Chairman E. Villarreal called the meeting to continue.

B. Review and consideration of the revision of The Loop Master Plan. The intent is residential and commercial.

PL-194-2021

District V - Cm. Ruben Gutierrez, Jr.

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

Oscar Castillo, PEUA Consulting, informed the Commission that he concurred with staff comments except for Planning Comment # 1, # 7 and Traffic Safety Comment # 6.

Cm. Dominguez made a motion to **approve** the item subject to the following comments and by striking Planning Comments # 1 and # 7.

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

Planning:

1. ~~The segment of Ariana Dr. located south of Alek Dr. within Phase VI is a dead end street over 900 feet in length and contains approximately 34 lots. Said segment exceeds the 500 foot and 24 dwelling unit threshold of a dead end street pursuant to Section 3-2 J of the Subdivision Ordinance. Adjust accordingly to comply.~~
2. A zone change will be required for the intended use / intended lot dimensions.
3. Provide X and Y coordinates for point of beginning and point of commencement.
4. Submit a 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 to Section 2-3.2(a)4 of the City of Laredo Subdivision Ordinance.
5. A detailed H&H study approved by FEMA will be required.
6. Provide a turnaround at the end of Amir Drive since this street will no longer connect to Loop 20/Bob Bullock Loop as per TX-DOT comment below.
7. ~~The master plan identifies that the future ROW of Loop 20 will overtake the proposed lot identified as Lot 2, Block 2A. Therefore, remove this lot from the master plan.~~
8. Provide confirmation of acceptance of the proposed future access driveways at Vero Dr. and Ariana Dr.

Engineering: No comments submitted.

Fire:

1. Emergency access roads need to be all-weather driving surface and min 20' wide.

Environmental: No comments submitted.

Water & Utilities:

1. Need to submit an updated master plan for water and sanitary sewer plan needs flows and demand identified, along with conventions.
2. Verify extension of sanitary gravity system to eliminate existing lift station.
3. 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. Check sight distance.
4. Streets shall intersect perpendicular for a min of 100 feet.
5. Block length shall not be less than 300 feet.
6. A TIA will be required.

TEXAS DEPARTMENT OF TRANSPORTATION:

1. Amir Drive will not have a connection to future TxDOT frontage Rd due to the proposed highway on/off ramps locations. Developer is aware of this based on a meeting held with the TxDOT Project manager. Recommend removing note from proposed Master Plan Plat.
2. 30' emergency access hasn't been discussed previously with TxDOT. At this moment we are not approving a temporary emergency access in that location.
3. ROW line in between Soria Dr and Commercial Lot 2 Block 2 doesn't match the existing ROW line based on the Deeds research done for the future project.
4. We encourage the Developer to request a virtual or in person meeting with TxDOT to clarify these comments.

Parks & Leisure:

1. As per Ordinance 2008-O-058, Section 24.56.2, The Loop Master Plan must comply with Parkland dedication criteria and requirements which also include a Park Improvement Fee (PIF).
2. While the proposed 1.14 acres satisfies the Parkland Dedication requirement, it needs to be conveyed to the City of Laredo.

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. Dovalina
In Favor: 8
Opposed: 0
Abstained: 0

Motion Carried Unanimously

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

A. Preliminary consideration of the plat of Garros at Ed-Sal Business Center. The intent is Industrial.

PL-184-2021

District VII - Cm. Vanessa Perez

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

Gilberto Gonzalez, Terra South Engineering, informed the Commission that he concurred with staff comments except Traffic Safety Comment # 1 and # 2. He stated that he is fine with the 1st part of Comment # 1 but would like clarification on the 2nd part, stating that this is a one lot development consisting of 5.55 acres, therefore a master plan would not be required. As for Traffic comment # 2, he stated that a plat note would satisfy their concerns.

Cm. Dominguez made a motion to **approve** the item subject to the following comments and by striking Traffic Safety Comment #1 and #2.

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

Planning:

1. Provide a legible vicinity map.
2. Modify Attestment of Planning Commission Approval to reflect Orlando D. Navarro as Planning Director.
3. Remove plat note # 1 related to non-residential subdivisions located outside the city limits.
4. Provide city limit line.
5. Provide correct owner name and plat name on plat certificates.
6. Access subject to review and approval by TX-DOT.
7. Identify all easements.
8. All improvements as per subdivision

Engineering: No comments submitted.

Fire: No comments submitted.

Environmental: No comments submitted.

Water & Utilities: No comments submitted.

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.~~

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 approval.

Second:	Cm. Sada Paz
In Favor:	8
Opposed:	0
Abstained:	0

Motion Carried Unanimously

- B. Preliminary consideration of the Replat of Lot 2, Block 1, Monarch Subdivision, Unit 6 into Lots 2A & 2B, Block 1, Monarch Subdivision, Unit 6. The intent is commercial.**

PL-186-2021

District VI - Cm. Dr. Marte A. Martinez

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

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

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

Planning:

1. Number the plat notes.
2. Identify all easements.
3. All improvements as per Subdivision Ordinance.

Engineering: No comments submitted.

Fire: No comments submitted.

Environmental: No comments submitted.

Water & Utilities:

1. Provide information on the existing water and sewer services, and provide new services for the new lot.
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.

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 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: 8
Opposed: 0
Abstained: 0

Motion Carried Unanimously

C. Preliminary consideration of the plat of Las Fincas Subdivision, Phase III. The intent is Residential.

PL-191-2021

District II – Cm. Vidal Rodriguez

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

Chairman E. Villarreal, informed the Commission that this item was related to the Las Fincas Master Plan and that the engineer of record had requested that this item be tabled time certain.

Cm. Dominguez made a motion to **table** the item time certain.

In Favor: 8 Cm. Dueñas
Opposed: 0
Abstained: 0

Motion Carried Unanimously

D. Preliminary consideration of the plat of The Loop Subdivision, Phase VI. The intent is Residential and Commercial.

PL-193-2021

District V - Cm. Ruben Gutierrez, Jr.

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

Oscar Castillo, PEUA Consulting, informed the Commission that he concurred with staff comments except Planning Comment # 1 and # 2.

Cm. Dovalina made a motion to **approve** the item subject to the following comments and striking Planning Comment # 1 and # 2.

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

Planning:

- ~~1. The segment of Ariana Dr. located south of Alek Dr. is a dead-end street over 900 feet in length and contains approximately 34 lots. Said segment exceeds the 500 foot and 24 dwelling unit threshold of a dead-end street pursuant to Section 3-2-J of the Subdivision~~

~~Ordinance. Adjust accordingly to comply.~~

- ~~2. The master plan identifies that the future ROW of Loop 20 will overtake the proposed lot identified as Lot 2, Block 2A and shown as Lot 2, Block 2 on this plat. Therefore, remove this lot from the plat.~~
3. Identify proposed future driveway access to Loop 20 due to expansion as shown and the master plan and coordinate with TX-DOT for approval.
4. A zone change will be required for the intended use / intended lot dimensions.
5. Provide base flood elevations.
6. A Conditional Letter of Map Revision will be required.
7. Provide X, Y coordinates for point of beginning / point of commencement.
8. Coordinate with the Traffic Safety Department for the placement of mail cluster boxes so that there are no ROW impacts.
9. Identify all easements.
10. All improvements as per Subdivision Ordinance.

Engineering:

1. Provide all necessary easements.
2. Provide floodplain boundaries and BFE's.

Fire:

1. Emergency access road at intersection of Sina Dr. and Ariana Dr. needs to be shown on plans.
2. Emergency access road is shown on Master Plan.

Environmental: No comments submitted.

Water & Utilities:

1. Need to submit an Update Master Plan for water and sanitary sewer plan needs flows and demand identified, along with conventions.
2. Need conceptual utility plan for water and sanitary mains to be looped, any off-site improvements need to have all wheatear access road easements.
3. Site plan will be required to review front utilities for approval.
4. Verify extension of sanitary gravity system to eliminated existing lift station.
5. 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. Check sight distance.
4. Streets shall intersect perpendicular for a min of 100 feet.
5. Block length shall not be less than 300 feet.
6. A TIA will be required.
7. You are showing additional future access to Loop 20, what will happen to the shown commercial lots? Master plan needs to be revised.

TEXAS DEPARTMENT OF TRANSPORTATION:

1. 30' emergency access hasn't been discussed previously with TxDOT. At this moment we are not approving a temporary emergency access in that location.
2. ROW line in between Soria Dr and Commercial Lot 2 Block 2 doesn't match the existing ROW line based on the Deeds research done for the future project.
3. We encourage the Developer to request a virtual or in person meeting with TxDOT to clarify these comments.

Parks & Leisure:

1. As per Ordinance 2008-O-058, Section 24.56.2, The Loop Master Plan must comply with Parkland dedication criteria and requirements which also include a Park Improvement Fee (PIF).
2. While the proposed 1.14 acres satisfies the Parkland Dedication requirement, it needs to be conveyed to the City of Laredo.

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. Sada Paz
In Favor:	8
Opposed:	0
Abstained:	0

Motion Carried Unanimously

E. Preliminary consideration of the plat of Lago Del Valle, Phase X. The intent is Residential

PL-198-2021

District II - Cm. Vidal Rodriguez

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

Oscar Castillo, PEUA Consulting, informed the Commission that he concurred 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. Provide X, Y coordinate for Point of Beginning / Point of Commencement.
2. Coordinate this development with Webb County Drainage District #1 as this development is located within district boundaries.
3. Identify all easements.
4. All improvements as per Subdivision Ordinance.

Engineering:

1. Provide all necessary easements.

Fire: No comments submitted.

Environmental: No comments submitted.

Water & Utilities:

1. Need to submit an Update Master Plan for water and sanitary sewer plan needs flows and demand identified, along with conventions.
2. Verify separation of pressure plains with Utilities Department to determine point water supply during design.
3. Verify any water or sewer extension or upsize required by the projected water system growth with Utilities Department during the design.
4. Subject to further comment based on utility layout submittal.

Traffic Safety:

1. Block length shall not be less than 300 feet.

Parks & Leisure:

1. As per ordinance 2008-O-058, Section 24.56.2, Lago del Valle, Phase X, must comply with Parkland dedication criteria and requirements which also include a Park Improvement Fee (PIF). While a Parkland Deferment Contract is in effect as well as a Trust Agreement, the Parks Department would like the opportunity to discuss the status of park development with Developer.

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 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. A. Villarreal
In Favor: 8
Opposed: 0
Abstained: 0

Motion Carried Unanimously

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

Cm. Dovalina, made a motion to **hear** items 9A, 9B, 9C, & 9D at the same time.

Second: Cm. Sada Paz
In Favor: 8
Opposed: 0
Abstained: 0

Motion Carried Unanimously

- A. Final consideration of the replat of Lot 120A and Lot 121A, Block 3 of San Isidro Southwest – Antler Crossing Subdivision, Phase 1 into San Isidro Southwest – Antler Crossing Subdivision, Phase 4.**

PL-180-2021

District VI - Cm. Dr. Marte A. Martinez

- B. Final consideration of the plat of Lot 1, Block 1, San Jose Commercial Plat. The intent is commercial.**

PL-196-2021

District V - Cm. Ruben Gutierrez, Jr.

- C. Final consideration of the replat 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-197-2021

District VI - Cm. Dr. Marte A. Martinez

- D. Final consideration of the replat of Lot 8, Block 2, Los Altos Subdivision into Lot 8A & 8B, Block 2, Los Altos Subdivision. The intent is residential.**

PL-199-2021

This subdivision is located outside the city limits and within the City of Laredo's Extra-Territorial Jurisdiction (ETJ).

Cm. Dovalina, made a motion to **approve** items 9A, 9B, 9C, & 9D at the same time.

Second:	Cm. Narvaez
In Favor:	8
Opposed:	0
Abstained:	0

Motion Carried Unanimously

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

- A. Final reconsideration of the plat of Sapphire Industrial Park, Phase 1. The intent is Industrial. The purpose of this reconsideration is to add a 0.52 acre parcel that was recently annexed.**

PL-192-2021

District VII – Cm. Vanessa Perez

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

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

Second:	Cm. A. Villarreal
In Favor:	8
Opposed:	0
Abstained:	0

Motion Carried Unanimously

11. ADJOURNMENT

Cm. E. Villarreal requested a motion to adjourn the meeting at 8:30 p.m.



Orlando D. Navarro
Planning Director



Erasmo Villarreal, Chairman
Planning & Zoning Commission