

**CITY OF LAREDO**

**PLANNING AND ZONING COMMISSION**

**MINUTES OF THE PLANNING AND ZONING MEETING OF NOVEMBER 2, 2023**

The City of Laredo Planning and Zoning Commission convened in regular session open to the public at 6:00 p.m. on Thursday, November 2, 2023, in the City Council Chambers at City Hall, 1110 Houston Street, considered the following:

**Present:** Johnny Narvaez  
Rolando Cazares  
Mike Barron  
Hector “Tito” Garcia  
Yu-Hsien Huang  
Regina Portillo  
Daniela Sada Paz  
Adolfo Martinez

**Absent:** Manuel A. Rangel (Excused)

**Staff:** Orlando Navarro  
Amanda Pruneda  
Luis Vazquez  
David Arredondo  
Ruben Dominguez

**Others:**

**1. CALL TO ORDER**

Chm. Narvaez, Planning and Zoning Commission, called the meeting to order at 6:01 p.m.

**2. ROLL CALL**

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

Cm. Garcia made a motion to excuse Cm. Rangel for not attending the meeting.

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

Motion Carried Unanimously

**3. PLEDGE OF ALLEGIANCE**

**4. CONSIDER APPROVAL OF MINUTES OF:**

**A. Regular Meeting of October 19, 2023**

Cm. Garcia made a motion to **approve** the minutes of October 19, 2023

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

Motion Carried Unanimously

**5. CITIZEN COMMENTS**

None

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

**A. Review and consideration of the revision to the Santa Elena Subdivision Master Plan. The intent is residential, commercial, and multi-family. The purpose of this revision is to combine phases.**

**PL-009-2024**

**District II - Dm. Daisy Campos Rodriguez**

Amanda Pruneda, Planning Staff, provided a brief overview on the item.

Wayne Nance, Porras Nance Engineering, informed the Commission that he concurs with Staff comments except Planning Comment No. 2. There is currently a gas well in the way which is pending to be removed. Therefore, he requested the Commission to strike or modified Comment No. 2.

Cm. Barron made a motion to **approve** the item subject to the following comments and amending Planning Comment No. 2 as shown below.

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS:**

**Planning:**

1. Submit a master plan revision to the City of Laredo Building Department GIS Division and Planning Department 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.

2. Include the connection of Alma Matter Boulevard to US Highway 83 S as part of **the next Phase of this development** ~~H~~ as the reconfiguration of Phase II will contain 248 residential lots.
3. Conform to Subdivision Ordinance Handbook Section 3.3.D (Double frontage, reverse frontage lots, should be avoided except where essential to provide separation of residential development from traffic arteries or to overcome specific disadvantages of topography and orientation).
4. Distinguish between Phase VII residential and Phase III multifamily.
5. A zone change will be required for portion of the master plan.
6. Conform to Section 24.56.2 of the Laredo Land Development Code (Parkland Dedication Requirements).
7. Identify all easements (§ 2-3.2 (b)(1)(iii)e - Subdivision Ordinance).
8. All improvements as per Subdivision Ordinance (§ 3-1B - 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:**

1. Please provide park improvements fees for each phase.

**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. Review and consideration of the revision to the Embarcadero Southeast Quadrant Master plan. The intent is industrial and commercial. The purpose of this revision is to combine and renumber phases.**

**PL-012-2024**

**District VII - Cm. Vanessa Perez**

Amanda Pruneda, Planning Staff, provided a brief overview on the item.

Arturo Camacho, Camacho Hernandez & Associates, informed the Commission that he concurs with Staff comments.

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

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS:**

**Planning:**

1. 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 with Section 2-3.2(a)4 of the Subdivision Ordinance.
2. The developer has proposed to change names to Embarcadero Phase I and Phase II into Embarcadero Gateway Phase I and Embarcadero Phase II. However, subdivision names from a proposed phase of the master plan shall be consistent.
3. All phases in this master plan must be consistently named in order to avoid confusion as this master plan develops. Agenda items 7.B (Preliminary consideration of the plat of Embarcadero Gateway Phase II) and Agenda Item 8.A (Final consideration of the plat of Embarcadero Gateway, Phase I) which are both part of this master plan are not consistent with the name of Embarcadero Southeast Quadrant.
4. Access to FM 1472, Bob Bullock Loop, and Interstate Highway 35 is subject to review and approval by TX-DOT.
5. Comply with the vegetative buffering requirements of the Land Development Code as a portion of this tract is impacted by a first and third-order stream (§24-27-Land Development Code). Coordinate with the Environmental Department.
6. Identify all easements (§2-3.2 (b)(1)(iii)(e) - Subdivision Ordinance).
7. All improvements as per Subdivision Ordinance (§3-1B - 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:**

1. Provide street trees along the entire ROW and parking lot trees for each site plan.

**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:	7
Opposed:	0
Abstained:	1 Cm. Garcia

Motion Carried

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

- A. Preliminary consideration of the plat of Santa Elena Subdivision, Phase II. The intent is residential.**

**PL-010-2024**

**District II - Cm. Daisy Campos Rodriguez**

Amanda Pruneda, Planning Staff, provided a brief overview on the item.

Wayne Nance, Porras Nance Engineering, informed the Commission that he concurs with Staff comments except Planning Comment No. 1. He requested the connection be postponed till the next phase of the development.

Cm. Barron made a motion to **approve** the item subject to the following comments and amending Planning Comment No. 1 as shown below.

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS:**

**Planning:**

1. Include the connection of Alma Matter Boulevard to US Highway 83 as part of **the next** Phase ~~H~~ as the reconfiguration of Phase II will contain 248 residential lots.
2. A zone change will be required for the intended use.
3. Provide plat note that prohibits access through Facultad Boulevard for Lots 1-24 Block 1.
4. As per section 3-4 B.2 of the Subdivision Ordinance, the Developer has submitted notice of the intention to place utilities in the front of the lot. The front of the lot utility layout/schematics, as prepared by Developer's engineer, shall be submitted to plan review.
5. Conform to Section 24-56 of the Laredo Land Development Code (Parkland Dedication Requirements).
6. Identify all easements.
7. All improvements as per 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).
2. ROW (As per the Future Thoroughfare Plan)
3. Revise Master Plan (As per Subdivision Ordinance Handbook, Chapter II).
4. Street names of proposed Phase No. II, don't match on the Masterplan.

**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. Garcia
In Favor:	8
Opposed:	0
Abstained:	0

Motion Carried Unanimously

**B. Preliminary consideration of the plat of Embarcadero Gateway, Phase 2. The intent is industrial.**

**PL-014-2024**

**District VII - Cm. Vanessa Perez**

Amanda Pruneda, Planning Staff, provided a brief overview on the item.

Arturo Camacho, Camacho Hernandez & Associates, informed the Commission that there was a name change request from Embarcadero Southeast Quadrant, Phase II to Embarcadero Gateway, Phase II. However, the plat name will remain as Embarcadero Southeast Quadrant, Phase II.

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

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS:**

**Planning:**

1. The name of this plat is not consistent with the name of the master plan (Embarcadero Southeast Quadrant Master Plan). Change plat name as required.
2. Access to Bob Bullock Loop is subject to review and approval by TX-DOT.
3. Remove "site plan" elements from the face of the plat.
4. Clearly identify plat boundaries with heavy lines to indicate subdivided area.
5. Identify all easements.
6. All improvements as per 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. Portillo
In Favor:	7
Opposed:	0



Abstained: 1 Cm. Garcia

Motion Carried

**C. Preliminary consideration of the plat of Laredo Logistics at Port Laredo Industrial Park, Phase I. The intent is industrial.**

**PL-248-2023**

**District VI - Cm. Dr. David Tyler King**

Chm. Narvaez, informed the Commission that the applicant requested the item be tabled indefinite.

Cm. Garcia made a motion to table the item indefinite.

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

Motion Carried Unanimously

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

Chm. Narvaez, requested a motion to hear Items 8A-8E.

Cm. Huang made a motion to hear Items 8A-8E.

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

Motion Carried Unanimously

**A. Final consideration of the plat of Embarcadero Gateway, Phase I (formerly known as Embarcadero Southeast Quadrant, Phase I). The intent is for the dedication of right-of-way (Palm Lake Drive and drainage right-of-way).**

**PL-013-2024**

**District VII - Cm. Vanessa Perez**

**B. Final consideration of the replat of Lot 1, Block 2 Pinnacle Industry Center - FM**

**1472, Unit 11 into Lot 1A & Lot 1 B, Block 2 Pinnacle Industry Center FM 1472, Unit 11. The intent is industrial.**

**PL-017-2024**

**District VII - Cm. Vanessa Perez**

**C. Final consideration of the plat of Verde Creek Subdivision. The intent is residential and multi- family.**

**PL-011-2024**

**District - VII Cm. Vanessa Perez**

**D. Final consideration of the plat of High Line at Springfield. The intent is commercial.**

**PL-015-2024**

**District VII - Cm. Vanessa Perez**

**E. Final consideration of the replat of a portion (2,269 square feet) out of Lot 1, Block 233 Western Division into Lot 1 A, Block 233 Western Division. The intent is commercial.**

**PL-016-2024**

**District VIII - Cm. Alyssa Cigarroa**

Chm. Narvaez, requested a motion to approve Items 8A-8E.

Cm. Garcia made a motion to **approve** Items 8A-8E.

Second:	Cm. Sada Paz
In Favor:	8
Opposed:	0
Abstained:	1 Cm. Garcia (Item 8A)

Motion Carried Unanimously

Luis Vazquez, Planning Staff, read Items 8A-8E in for the record.

Cm. Barron stepped out of the meeting at 6:14 p.m.

**9. CONSIDERATION OF MODEL SUBDIVISION COMPLIANCE:**

Cm. Barron stepped back into the meeting at 6:16 p.m.

Chm. Narvaez, requested a motion to hear Items 9A-9G.

Cm. Portillo made a motion to **hear** Items 9A-9G.

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

Motion Carried Unanimously

**A. Consideration of Model Subdivision Rule Compliance of the plat of Santa Elena Subdivision, Phase III. The intent is residential.**

**PL-008-2024**

**District II - Cm. Daisy Campos Rodriguez**

**B. Consideration of Model Subdivision Rule Compliance of The Coves at Winfield Phase 4A. The intent is residential.**

**PL-018-2024**

**District VI- Cm Dr. David Tyler King**

**C. Consideration of Model Subdivision Rule Compliance of The Coves at Winfield Phase 5A. The intent is residential.**

**PL-019-2024**

**District VI - Cm. Dr. David Tyler King**

**D. Consideration of Model Subdivision Rule Compliance of The Coves at Winfield Phase 6A. The intent is residential.**

**PL-020-2024**

**District VI - Cm. Dr. David Tyler King**

**E. Consideration of Model Subdivision Rule Compliance of The Coves at Winfield Phase 6B. The intent is residential.**

**PL-021-2024**

**District VI - Cm. Dr. David Tyler King**

**F. Consideration of Model Subdivision Rule Compliance of The Coves at Winfield Phase 7A. The intent is residential.**

**PL-022-2024**

**District VI - Cm. Dr. David Tyler King**

**G. Consideration of Model Subdivision Rule Compliance of The Coves at Winfield Phase 7B. The intent is residential.**

**PL-023-2024**

**District VI - Cm. Dr. David Tyler King**

Chm. Narvaez, requested a motion to approve Items 9A-9G.

Cm. Sada Paz made a motion to **approve** Items 9A-9G.

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

Motion Carried Unanimously

Luis Vazquez, Planning Staff, read Items 9A-9G in for the record.

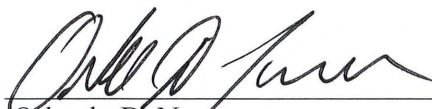
**11. ADJOURNMENT**


Chm. Narvaez requested a motion to adjourn the meeting at 6:17 p.m.

Cm. Huang made a motion to **adjourn** the meeting.

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

Motion Carried Unanimously

  
Orlando D. Navarro  
Planning Director

  
Johnny Narvaez, Chairman  
Planning & Zoning Commission