

CITY OF LAREDO

PLANNING AND ZONING COMMISSION

MINUTES OF THE PLANNING AND ZONING MEETING OF DECEMBER 3, 2020

The City of Laredo Planning and Zoning Commission convened in regular session open to the public at 6:00 p.m. on Thursday, December 3, 2020, Live Web Link: <http://laredotx.swagit.com/live>, Public Access Chanel: Spectrum TV Channel 1300, and considered the following:

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

Absent: Abraham Lugo (Excused)
Carlos Flores (Excused)

Staff: J. Kirby Snideman
Rafael Vidaurri
Graciela Briones
Ramon Chavez

Others: Ricardo Ramos
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. Lugo and Cm. Flores for not attending the meeting.

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

Motion Carried unanimously

3. CONSIDER APPROVAL OF MINUTES OF:

Regular Meeting of November 19, 2020.

Cm. Dominguez made a motion to **approve** the minutes of November 19, 2020.

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

Motion Carried unanimously

4. 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.

5. PUBLIC HEARING AND RECOMMENDATION OF AN ORDINANCE FOR THE FOLLOWING ANNEXATION TRACTS:

A. Public hearing and recommendation of an ordinance for the voluntary annexation and initial zoning of AG (Agricultural District) and R-1A (Single Family Reduced Area District) on a tract of land totaling 247.7 acres, more or less, (160.43 Acres- AG and 87.27 Acres R-1A) as described by metes and bounds in the attached Exhibit "A", and known as Annexation Tract 1 (Rodriguez Ranch Tract), located east of International Blvd., and north of Juan Escutia Blvd.)

Staff **supports** the proposed initial zoning.

J. Kirby Snideman, Planning Director, provided a brief overview on the item.

After reading the item and having no objections, the Chairman opened the public hearing.

Cm. Dovalina made a motion to close the public hearing and **approve** the annexation and the initial zoning.

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

Motion Carried unanimously

B. Public hearing and recommendation of an ordinance for the voluntary Annexation and initial zoning of M-1 (Light Manufacturing District) on a tract of land totaling 2.07 acres, more or less, as described by metes and bounds in the attached Exhibit "A", and known as Annexation Tract 2 (Cuevas Stanley Tract) located south of Mines Rd. (FM 1472), and west of Coal Mine Rd.

Staff **supports** the proposed initial zoning.

J. Kirby Snideman, Planning Director, provided a brief overview on the item.

After reading the item and having no objections, the Chairman opened the public hearing.

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

Cm. Narvaez made a motion to close the public hearing and **approve** the annexation and the initial zoning.

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

Motion Carried unanimously

C. Public hearing and recommendation of an ordinance for the voluntary annexation and initial zoning of R-1 A (Single Family Reduced Area District) on a tract of land totaling 17.57 acres, more or less, as described by metes and bounds in the attached Exhibit "A", and known as Annexation Tract 3 (Martinez Tract), located north of State Highway 359, and east of Floral Blvd.

Staff **does not support** the proposed initial zoning.

J. Kirby Snideman, Planning Director, provided a brief overview on the item.

After reading the item and having no objections, the Chairman opened the public hearing.

Oscar Castillo, PUA Engineering, spoke in favor of the item.

Cm. Dominguez made a motion to close the public hearing, **approve** the annexation but recommend AG as the initial zoning to City Council.

Second: Cm. Narvaez
In Favor: 3
Opposed: 4 Cm. Villarreal, Cm. Tellez, Cm. Ugalde, Cm. Dovalina
Abstained: 0

Motion failed

Cm. Tellez made a motion to close the public hearing and support staff recommendation to **deny** the annexation.

Second: Cm. Dovalina
In Favor: 4
Opposed: 3 Cm. Dominguez, Cm. Narvaez, Cm. Dueñas
Abstained: 0

Motion Carried

D. Public hearing and recommendation of an ordinance for the voluntary Annexation and initial zoning of M-1 (Light Manufacturing District) on a tract of land totaling 2.62 acres, more or less, as described by metes and bounds in the attached Exhibit "A", and known as Annexation Tract 4 (Mario Palos Garza Tract), located northeast of Mines Rd. (FM 1472) and southeast of Pinto Valle Dr.

Staff **supports** the proposed initial zoning.

J. Kirby Snideman, Planning Director, provided a brief overview on the item.

After reading the item and having no objections, the Chairman opened the public hearing.

Cm. Dominguez made a motion to close the public hearing and **approve** the annexation and the initial zoning.

Second: Cm. Dovalina
In Favor: 6
Opposed: 0
Abstained: 1 Cm. Dueñas

Motion Carried

E. Public hearing and recommendation of an ordinance for the voluntary annexation and initial zoning of B-1 (Limited Business District) on a tract of

land totaling 17.29 acres, more or less, as described by metes and bounds in the attached Exhibit "A", and known as Annexation Tract 5 (Islitas Farms Tract), located south of Mines Rd. (FM 1472), and north of Phelps Rd.

Staff **supports** the proposed initial zoning.

J. Kirby Snideman, Planning Director, provided a brief overview on the item.

After reading the item and having no objections, the Chairman opened the public hearing.

Frank Estrada, Sherfey Engineering, informed the Commission that he concurs with staff's recommendation.

Cm. Dovalina made a motion to close the public hearing and **approve** the annexation and the initial zoning.

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

Motion Carried unanimously

6. REVIEW AND CONSIDERATION OF THE FOLLOWING MASTER PLAN:

- A. Review and reconsideration of the San Jose Subdivision Master Plan. The intent is residential. The purpose of this revision is to match the revised plat of Santa Celia Estates.

PL-026-2021

District V- Cm. Norma "Nelly" Vielma

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

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

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

Planning:

1. Provide a plat note with X, Y coordinates for point of beginning and point of commencement.
2. 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 to Section 2-3.2(a) 4 of the Laredo Subdivision Ordinance.
3. All improvements as per subdivision ordinance.

Engineering: No comments submitted.

Fire: No comments submitted.

Environmental: No comments submitted.

Water & Utilities:

1. Plan needs to show projected flows and demands, require seal of the Engineer of record.

Traffic Safety: No comments submitted.

Parks & Recreation:

1. As per Ordinance 2008-O-058, Section 24.56.2, San Jose Subdivision Revised Master Plan, Santa Celia Estates, blocks 7, 8, 9, 10, must comply with Parkland dedication criteria requirements.
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 to meet the standards for a neighborhood park to serve the service area in which such development is located. The PIF is due at the time of filing of the final plat and shall be calculated as per Appendix A of said ordinance.
3. Total payments are due prior to recordation.

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.

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

Abstained: 0

Motion Carried unanimously

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

- A. Preliminary consideration of the replat of Lot 1A, Block 2, Lago Del Mar Subdivision, Unit 9A into Lots 1A through 1AB, Block 2, Lago Del Mar Subdivision, Unit 9A and the granting of a variance to allow for a reduced rear setback from twenty (20) feet to ten (10) feet. The intent is residential.**

PL-027-2021

Council District V- Cm. Norma "Nelly" Vielma.

Rafael Vidaurri, Planning Staff, provided a brief overview on the item. J. Kirby Snideman, Planning Director, advised the Commission that staff had updated its position and was in support of a variance that would be limited to the lots listed below and not the entire subdivision.

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

Proposed Action:

APPROVE THE PRELIMINARY PLAT SUBJECT TO THE FOLLOWING COMMENTS (STAFF SUPPORTS THE VARIANCE REQUEST TO THE LOTS IDENTIFIED BELOW):

Please note, the Subdivision Ordinance requires a two-thirds (2/3) majority vote by the Commission to grant the variance.

Planning:

1. The variance request is limited to Lots 1B, 1C, 1E, 1J, 1L, 1M, 1N, 1P, 1R, 1S & 1U, Block 2.
2. A zone change will be required for the proposed use based on the dimensional standards (R-1B)
3. Coordinate with the Traffic Department for compliance with Chapter III, Section 3-2: N.1.2. of the Subdivision Ordinance. See Traffic Department comments below.
4. Provide a Lot area table.
5. Identify the floodplain, provide Base Flood Elevations (BFE's), and add a plat note referencing the flood zone and corresponding Flood Insurance Rate Map/Letter(s) of Map Revision applicable to the subdivision.
6. Add a plat note indicating that the finished floor and all mechanical equipment must be elevated 18" above Base Flood Elevation.
7. Modify Certificate of Owner to reflect current ownership.

8. 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.
9. Identify all easements.
10. All improvements as per the Subdivision Ordinance.

Engineering:

1. Provide all necessary easements.
2. Proposed "Landscape Easements" shall be private.
3. Clarify the purpose of the exiting "30 ft ingress and egress easement" and why is to be deleted.

Fire: No comments submitted.

Environmental: No comments submitted.

Water & Utilities:

1. Need to provide a looped waterline on the subdivision.
2. Need to confirm separation distance from the water and sewer.
3. Confirm if the landscape areas will need water service for irrigation.

Traffic Safety:

1. "L" shaped (elbow type) intersection interior angle formed by this intersecting street lengths shall not be less than 72 degrees and not greater than 120 degrees.
2. The sharp curves will create a visibility problem for the people exiting the driveways in this area.

Parks & Recreation:

1. As per Ordinance 2008-O-058, Section 24.56.2, the Replat of Lot 1A, Block 2, Lago del Mar Subdivision, Unit 9A into Replat of Lots 1A – 1AB, Block 2, Lago del Mar Subdivision, Unit 9A, must comply with Parkland dedication criteria requirements includes, in part, cash payment in Lieu of Land.
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 to meet the standards for a neighborhood park to serve the service area in which such development is located. The PIF is due at the time of filing of the final plat and shall be calculated as per Appendix A of said ordinance.
3. Total payments are due prior to recordation.

Utility Coordination:

1. All projects having excavation work done along the City of Laredo's ROW/utility easements must complete the Utility Coordination Process and obtain a C3 Letter prior to obtaining a construction permit as per ordinances 2005-O-022 and 2009-O-045.
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.

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

Motion Carried unanimously

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

- A. Final consideration of the Los Presidentes R.O.W. Dedication Plat. The intent is City Right-of- Way.**

PL-028-2021

District II- Cm. Vidal Rodriguez

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

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

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| Second: | Cm. Dominguez |
| 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 and reminded the Commission that the last meeting of the year is scheduled for December 17th and that the 1st meeting of the year 2021 which was scheduled for January 7th has been canceled therefore, the 1st meeting of the year will now be on January 21, 2020.

10. **ADJOURNMENT**

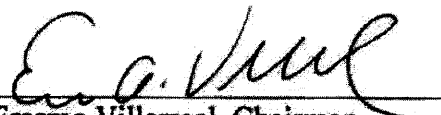
Cm. Tellez made a motion to **adjourn** at 6:57 p.m.

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

Motion Carried unanimously



J. Kirby Snideman
Planning Director



Erasmo Villarreal, Chairman
Planning & Zoning Commission