

**CITY OF LAREDO**

**PLANNING AND ZONING COMMISSION**

**MINUTES OF THE PLANNING AND ZONING MEETING OF MARCH 7, 2024**

The City of Laredo Planning and Zoning Commission convened in regular session open to the public at 6:00 p.m. on Thursday, March 7, 2024, in the City Council Chambers at City Hall, 1110 Houston Street, considered the following:

**Present:** Johnny Narvaez  
Cindy E. Cantu (1<sup>st</sup> Meeting)  
Manuel A. Rangel  
Gene Belmares  
Adolfo Martinez

**Absent:** Hector “Tito” Garcia (Excused)  
Rolando Cazares (Excused)  
Regina Portillo (Excused)  
Daniela Sada Paz (Excused)

**Staff:** Vanessa Guerra  
Rafael Vidaurri  
Amanda Pruneda  
Laura Garza  
Luis Vazquez  
Xavier Charles  
Ruben Dominguez  
Elizabeth Carrera

**Others:** Miguel Gomez  
Ever Garza  
Daniel Gomez  
Ricardo Ramos  
Cristina Gutierrez  
Oscar Castillo

**1. CALL TO ORDER**

Chm. Narvaez, Planning and Zoning Commission, called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

Vanessa Guerra, Interim Planning Director, called roll and confirmed a quorum has been met.

Cm. Belmares made a motion to excuse Commissioners not present.

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

Motion Carried Unanimously

**3. PLEDGE OF ALLEGIANCE**

Chm. Narvaez welcomed Cm. Belmares and Cm. Cantu to the Commission.

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

**A. Regular meeting of February 14, 2024**

Cm. Belmares made a motion to **approve** the minutes of February 14, 2024.

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

Motion Carried Unanimously

**5. CITIZEN COMMENTS**

None

**6. PUBLIC HEARING AND RECOMMENDATION OF AN ORDINANCE:**

- A. Amending the Zoning Ordinance (Map) of the City of Laredo by rezoning Lots 1, 2, 3, 4, 5, 6, 7 and 8, Block 1015, Eastern Division, and a 7,320.03 square foot tract of land along South Buena Vista Avenue between Palo Blanco Street and Tinaja Street, as further described in metes and bounds in attached Exhibit A, located at 2720 South Zapata Highway, from B-3 (Community Business District) to B-4 (Highway Commercial District).**

**ZC-010-2024**

**District II**

Staff **does not support** the proposed zone change.

Laura Garza, Planning Staff, provided a brief overview on the item.

Miguel Gomez, Representative, informed the Commission that he is in favor of the item, gave a brief presentation.

Cm. Martinez made a motion to close the public hearing go against Staff recommendation and **approve** the item.

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

Motion Carried Unanimously

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

**A. Preliminary consideration of the Lopez Adri Plat. The intent is industrial.**

**PL-097-2024**

**District VII - Cm. Vanessa Perez**

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

Ever Garza, Ever Engineering, informed the Commission that he concurs with Staff comments.

Cm. Rangel 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 intended use (§24.77.1 - Land Development Code).
2. Verify the block number from the sketch and face of the plat.
3. Provide an updated master plan as new phases are being proposed.
4. Modify the plat name to remain consistent with the master plan.
5. Coordinate with the Traffic Safety Department for driveway placement(s) and shared access easement.
6. Provide a plate note with X, Y coordinates for the point of beginning and point of commencement.
7. Provide a graphic scale of one-inch equal 2000 feet on the vicinity map and include well-known streets within one mile of the subdivision which indicates the location of the subdivision (§ 2-3.2. (b)(1)(xi) – Subdivision Ordinance)
8. Modify the Chairman's name to reflect Juan M. Narvaez, Jr. on the Planning Commission Approval certificate block.
9. Modify the Planning Director's name to reflect Vanessa Guerra, AICP, as Interim Planning

Director in the Attestment of Planning Commission Approval certificate block.

**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. Street trees and parking lot trees are required.

**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. Belmares
In Favor:	5
Opposed:	0
Abstained:	0

Motion Carried Unanimously

**B. Preliminary consideration of the plat of Mapi Industrial. The intent is industrial.**

**PL-095-2024**

**District VII - Cm. Vanessa Perez**

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

Daniel Gomez, Gomez Engineering, informed the Commission that he concurs with Staff comments.

Cm. Rangel 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 intended use (§24.77.1 - Land Development Code).
2. Access to FM 1472 Road is subject to review and approval by TX-DOT.
3. Modify the Chairman's name to reflect Juan M. Narvaez, Jr. on the Planning Commission Approval certificate block.
4. Modify the Planning Director's name to reflect Vanessa Guerra, AICP, as Interim Planning Director in the Attestment of Planning Commission Approval certificate block.
5. Identify all easements.
6. All improvements as per the 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. Street trees and parking lot trees are required.

**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. Belmares
In Favor:	5
Opposed:	0
Abstained:	0

Motion Carried Unanimously

**C. Preliminary consideration of the replat of Lot 1, Block 1, Laredo Morning Times into Lots 1A & 1B, Block 1, Laredo Morning Times. The intent is commercial.**

**PL-102-2024**

**District VII - Cm. Vanessa Perez**

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

Ricardo Ramos, Do-Rite Engineering, informed the Commission that he concurs with Staff comments except Parks & Leisure Comment No. 1, stating that the property is already developed.

Elizabeth Carrera, Parks and Rec. Staff, informed the Commission that Comment No. 1 is addressed for the new development portion of the proposed plat (Lot 1B, Block 1).

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

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS:**

**Planning:**

1. Modify the Planning Director's name to reflect Vanessa Guerra, AICP, as Interim Planning Director in the Attestment of Planning Commission Approval certificate block.
2. Include the recorded information on the plat name for the existing platted lot.
3. Reserve the appropriate width for future right-of-way dedication as local streets and access easements intended for primary access to a proposed lot or building shall be 50' wide with a 30' paving section (§3-2(A) and § 3.3(C)- Subdivision Ordinance).
4. Remove setback lines from the sketch and provide a plat note indicating that the minimum setback lines shall be in conformance with the Dimensional Standards established in Section 24.77.1 of the Laredo Land Development Code.

5. Modify Attestment of Planning Commission Approval Certificate to reflect Vanessa Guerra as Interim Planning Director.
6. Identify all easements (§ 2-3.2 (b)(1)(iii)e - Subdivision Ordinance).
7. All improvements as per the 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. Street trees and parking lot trees are required.

**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. Belmares
In Favor:	5
Opposed:	0
Abstained:	0

Motion Carried Unanimously

**D. Preliminary consideration of the plat of Lot 3, Block 2, Alexander Commercial Subdivision,**

**Phase 15. The intent is commercial.**

**PL-092-2024**

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

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

Cristina Gutierrez, Premier Engineering, informed the Commission that she concurs with Staff comments.

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

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS:**

**Planning:**

1. Coordinate with the Traffic Department for driveway placement(s), including shared driveways and/or other access management strategies as deemed necessary.
2. Identify all easements (§ 2-3.2 (b)(1)(iii)e - Subdivision Ordinance).
3. All improvements as per the 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. Street trees and parking lot trees are required.

**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 are set forth herein as preliminary comments and not an exhaustive list. Additional comments may be added prior to final approval.

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

Motion Carried Unanimously

**E. Preliminary consideration of the plat of SKG Del Mar Billboard No. 1. The intent is commercial (Billboard).**

**PL-101-2024**

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

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

Oscar Castillo, PEUA Consulting, informed the Commission that he concurs with Staff comments.

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

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS:**

**Planning:**

1. Access to Bob Bullock Loop 20 subject to and approval by TX-DOT
2. Identify all easements
3. All improvements as per the 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:**

1. AEP Texas is currently relocating overhead lines to the new ROW. Billboard will need to be a minimum of 10' away from power line.

**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. Rangel
In Favor:	5
Opposed:	0
Abstained:	0

Motion Carried Unanimously

**F. Preliminary consideration of the plat of SKG Del Mar Billboard No. 2. The intent is commercial (Billboard).**

**PL-099-2024**

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

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

Oscar Castillo, PEUA Consulting, informed the Commission that he concurs with Staff comments.

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

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

**Planning:**

1. Access to Bob Bullock Loop 20 subject to and approval by TX-DOT
2. Identify all easements
3. All improvements as per the 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:**

1. AEP Texas is currently relocating overhead lines to the new ROW. Billboard will need to be a minimum of 10' away from power line.

**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. Rangel
In Favor:	5
Opposed:	0

P & Z Minutes of March 7, 2024

Abstained: 0

Motion Carried Unanimously

**G. Preliminary consideration of the replat of Lot 3A1, Block 1, Ponderosa Commercial Subdivision Unit 1 into Lot 3A2, Block 1, Ponderosa Commercial Subdivision Unit 1. The intent is commercial.**

**PL-085-2024**

**District IV - Cm. Alberto Torres, Jr.**

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

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

**APPROVE SUBJECT TO THE FOLLOWING COMMENTS:**

**Planning:**

1. Provide a plat note indicating the purpose of the replat (§ 2-3.2-3 & § 2-3.2-5 - Subdivision Ordinance).
2. Provide a plat note with the recorded volume and page number for the Maintenance and Monitoring Agreement.
3. Identify all easements (§ 2-3.2 (b)(1)(iii)e - Subdivision Ordinance).
4. All improvements as per the 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. Street trees and parking lot trees are required.

**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 are set forth herein as preliminary comments and not an exhaustive list. Additional comments may be added prior to final approval.

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

Motion Carried Unanimously

**H. Preliminary consideration of the replat of Lot 26, Block 1, Cuatro Vientos Norte Subdivision into Lots 26A, 26B, 26C, 26D, 26E, & 26F, Block 1, Cuatro Vientos Norte Subdivision, Phase III. The intent is residential.**

**PL-100-2024**

**District I - Cm. Gilbert Gonzalez**

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

Oscar Castillo, PEUA Consulting, informed the Commission that he concurs with Staff comments.

Cm. Martinez made a motion to **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. Provide a plat note limiting the number of single family detached dwellings per lot according to Section 24.80.4 (I) of the Laredo Land Development Code.
3. Identify all easements (§ 2-3.2 (b)(1)(iii)e - Subdivision Ordinance).
4. All improvements as per the 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 post park improvement fees.

**Webb County App:** No comments submitted.

**AEP Engineers:**

1. Developer will need help coordinate how to bring in power. Existing UG lines are on opposite sides of existing lots.

**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. Rangel
In Favor:	5
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 - 8F together.

Cm. Belmares, made a motion to **hear** Items 8A - 8F together.

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

Motion Carried Unanimously

- A. Final consideration of the plat of SKG Colombia Industrial Park South. The intent is industrial.**

**PL-103-2024**

**District VII - Cm. Vanessa Perez**

- B. Final consideration of the plat of Embarcadero Southwest Quadrant, Phase 3. The intent is for street right-of-way dedication.**

**PL-104-2024**

**District VII - Cm. Vanessa Perez**

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

**PL-093-2024**

**District VII - Cm. Vanessa Perez**

- D. Final consideration of the plat of Grupo Inmobiliario Salinas Subdivision. The intent is residential (Multi-Family).**

**PL-098-2024**

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

- E. Final consideration of the replat of Lot 3, Block 355 Western Division into Lot 3A & 3B, Block 355 Western Division. The intent is residential.**

**PL-094-2024**

**District VIII - Cm. Alyssa Cigarroa**

- F. Final consideration of the plat of Eleden Subdivision, Unit XXIII. The intent is residential.**

**PL-096-2024**

**District I - Cm. Gilbert Gonzalez**

Chm. Narvaez, requested a motion of action for Items 8A - 8F.

Cm. Belmares made a motion to **approve** Items 8A - 8F.

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

Motion Carried Unanimously

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

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

Chm. Narvaez, requested a motion to hear Items 9A & 9B together.

Cm. Belmares, made a motion to **hear** Items 9A & 9B together.

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

Motion Carried Unanimously

**A. Consideration of Model Rule Subdivision Compliance of Lot 1, Block 1, Ariana Turrubiates Plat. The intent is residential.**

**PL-106-2024**

**District I - Cm. Gilbert Gonzalez**

**B. Consideration of Model Rule Subdivision Compliance of the plat of Vista Del Sur Subdivision, Phase II. The intent is residential.**

**PL-105-2024**

**District I - Cm. Gilbert Gonzalez**

Chm. Narvaez, requested a motion of action for Items 9A & 9B.



Cm. Belmares made a motion to **approve** Items 9A & 9B.

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

Motion Carried Unanimously

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

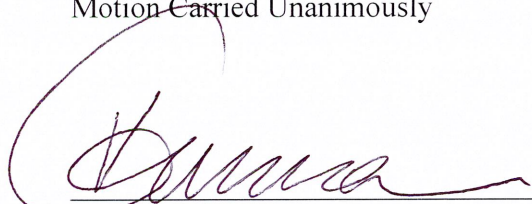
## 10. ADJOURNMENT

Chm. Narvaez requested a motion to adjourn the meeting at 6:32 p.m.

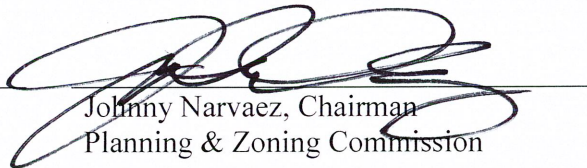
Cm. Cantu made a motion to **adjourn** the meeting.

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

Motion Carried Unanimously



Vanessa Guerra, AICP  
Interim Planning Director



Johnny Narvaez, Chairman  
Planning & Zoning Commission