

**CITY OF LAREDO
PLANNING AND ZONING COMMISSION**

MEETING MINUTES OF JULY 18, 2024

The City of Laredo Planning and Zoning Commission convened in regular session open to the public at 6:00 p.m. on Thursday, July 18, 2024, in the City Council Chambers at City Hall, 1110 Houston Street, considered the following:

COMMISSIONERS PRESENT:

Johnny Narvaez, Chair
Daniela Sada Paz, Vice Chair (Arrived 6:06 p.m.)
Rolando Cazares
Manuel A. Rangel
Hector "Tito" Garcia
Regina Portillo
Adolfo Martinez

COMMISSIONERS EXCUSED:

Cindy E. Cantu (Excused)
Gene Belmares (Excused)

STAFF PRESENT:

Vanessa Guerra, Interim Planning Director
Rafael Vidaurri, Planner
Deidre Garcia, Planner
Luis Vazquez, Planner
Roland Lozano, Acting Building Official
Joaquin Rodriguez, Assistant City Attorney
Ruben Dominguez, Fire Department
Elizabeth Carrera, Parks Department

OTHERS PRESENT:

Juan Cruz
Michael Galo
Keith Franklin
Daniel Gomez
Rudy Garcia
Dana Vital
Ramiro Ibarra
Kevin Ramos
Daniel Cummings
Jaime Garcia
Sergio Narvaez
Amalia Cruz
Elvida M. Rodriguez

1. CALL TO ORDER

Chair 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 was present.

Chair Narvaez requested a motion to excuse Commissioners not present.

MOTION: Commissioner Garcia made a motion to excuse the Commissioners not present.

Second:	Commissioner Portillo
In Favor:	6
Opposed:	0
Abstained:	0

Motion Carried Unanimously

3. PLEDGE OF ALLEGIANCE

4. CONSIDER APPROVAL OF MINUTES OF:

A. Special meeting of July 3, 2024

MOTION: Commissioner Garcia made a motion to approve the Minutes of July 3, 2024.

Second:	Commissioner Martinez
In Favor:	6
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 revoking a conditional use permit for an impound lot on Lots 3 and 4, Block 807, Eastern Division, located at 306 and 316 South Meadow Avenue, pursuant to the City of Laredo Land Development Code Section 24.94.10(a)(1), entitled Revocation.

ZC-042-2024

District II

Staff Recommendation: N/A

Deidre Garcia, Planner, provided a brief overview on the item.

MOTION: Commissioner Portillo made a motion to close the public hearing, and **revoke** the conditional use permit (CUP).

Second:	Commissioner Martinez
In Favor:	5
Opposed:	0
Abstained:	1 (Commissioner Rangel)

Motion Carried

B. Amending the Zoning Ordinance (Map) of the City of Laredo by rezoning Lot 1-A, Block 936, Eastern Division, located at 1701 East O' Kane Street, from R-1 (Single Family Residential District) to R-2 (Multi - Family Residential District).

ZC-050-2024

District IV

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

Deidre Garcia, Planner, provided a brief overview on the item.

Vice Chair Sada Paz arrived to the meeting at 6:06 p.m.

Juan Cruz, Representative, informed the Commission of his support to the item and provided a brief presentation.

Commissioner Rangel stepped out of the meeting at 6:12 p.m.

Michael Galo, Resident, informed the Commission of his opposition to the item and gave a brief explanation.

Keith Franklin, Representative, spoke on behalf of Louis Lavaude and Dr. Michael Galo, informing the Commission of their opposition to the item.

Commissioner Rangel stepped back into the meeting at 6:14 p.m.

MOTION: Commissioner Garcia made a motion to close the public hearing, go against Staff recommendation and **approve** the item.

Second:	Commissioner Portillo
In Favor:	4
Opposed:	1 (Chair Narvaez)
Abstained:	2 (Commissioners Martinez and Rangel)

Motion Carried

C. Amending the Zoning Ordinance (Map) of the City of Laredo by authorizing the issuance of a Conditional Use Permit for a Child Day Care on Lot 9, Block 2, Towne East Subdivision, located at 3417 West Fiesta Loop.

ZC-055-2024

District IV

Staff Recommendation: Staff **supports** the proposed conditional use permit.

Deidre Garcia, Planner, provided a brief overview on the item.

MOTION: Vice Chair Sada Paz made a motion to close the public hearing, support Staff recommendation and **approve** the item.

Second:	Commissioner Garcia
In Favor:	7
Opposed:	0
Abstained:	1 (Commissioner Rangel)

Motion Carried

Commissioner Rangel stepped out of the meeting at 6:30 p.m.

D. [D-2] Amending the Zoning Ordinance (Map) of the City of Laredo by authorizing the issuance of a Special Use Permit for a mini-storage/warehouse on Lot 3B, Block 2, H.R.C. Subdivision, Unit 2, located at 2110 Quail Creek Road.

ZC-056-2024

District VII

Staff Recommendation: Staff **supports** the proposed special use permit.

Deidre Garcia, Planner, provided a brief overview on the item.

MOTION: Vice Chair Sada Paz made a motion to close the public hearing, support Staff recommendation and **approve** the item.

Second:	Commissioner Portillo
In Favor:	6
Opposed:	0
Abstained:	0

Motion Carried Unanimously

Staff clarified to the Commission a clerical error was made with the following agenda item identification letter (D-2).

- D. [D-2] Amending the Zoning Ordinance (Map) of the City of Laredo by rezoning approximately 2.20 acres as further described by metes and bounds in attached Exhibit A, located south of FM 1472 and west of Ben-Nur Ranch Road, from AG (Agricultural District) to M-1 (Light Manufacturing District).**

ZC-058-2024

District VII

Staff Recommendation: Staff **supports** the proposed zone change.

Deidre Garcia, Planner, provided a brief overview on the item.

Commissioner Garcia stepped out of the meeting at 6:35 p.m.

Daniel Gomez, Gomez Engineering, informed the Commission of his support to the item.

MOTION: Commissioner Martinez made a motion to close the public hearing, support Staff recommendation and **approve** the item.

Second:	Vice Chair Sada Paz
In Favor:	5
Opposed:	0
Abstained:	0

Motion Carried Unanimously

Commissioner Garcia stepped back into the meeting at 6:37 p.m.

- E. Amending the Zoning Ordinance (Map) of the City of Laredo by rezoning Lots 1, 2, and 3, Block 1, Luisa Garcia Subdivision, Phase1, located at 23911, 23915, and**

23919 FM 1472, from AG (Agriculture District) to M-1 (Light Manufacturing District).

ZC-060-2024

District VII

Staff Recommendation: Staff supports the proposed zone change.

Vice Chair Sada Paz stepped out of the meeting at 6:37 p.m.

Deidre Garcia, Planner, provided a brief overview on the item.

Rudy Garcia, Do-Rite Engineering, informed the Commission that he was available for any questions. No questions from the Commission.

MOTION: Commissioner Garcia made a motion to close the public hearing, support Staff recommendation and approve the item.

Second:	Commissioner Cazares
In Favor:	5
Opposed:	0
Abstained:	0

Motion Carried Unanimously

Commissioner Rangel stepped back into the meeting at 6:39 p.m.

F. Amending the Zoning Ordinance (Map) of the City of Laredo by rezoning approximately 58.709 acre tract of land (2,557,380 square feet) as further described by metes and bounds in attached Exhibit A, located south of Saint Luke Boulevard and west of Cuatro Vientos Road, from R1-A (Single Family Reduce Area District) to AG (Agriculture District).

ZC-061-2024

District I

Staff Recommendation: Staff supports the proposed zone change.

Deidre Garcia, Planner, provided a brief overview on the item.

Vice Chair Sada Paz stepped back into the meeting at 6:39 p.m.

Dana Vital, Howland Engineering, informed the Commission that she was available for any questions. No questions from the Commission.

MOTION: Vice Chair Sada Paz made a motion to close the public hearing, support Staff recommendation and **approve** the item.

Second:	Commissioner Garcia
In Favor:	6
Opposed:	0
Abstained:	1 Commissioner Rangel

Motion Carried

G. Amending the Zoning Ordinance (Map) of the City of Laredo by rezoning approximately 234.4516 acres and Lot 15, Block 3, Vista del Sur Subdivision, Phase III, located north of Pita Mangana Road and east of US Highway 83, and 4016 Calibri Drive, from R-1 (Single Family Residential District), R-1A (Single Family Reduced Area District), and AG (Agricultural District) to R-1B (Single Family High Density Residential District).

ZC-062-2024

District II

Staff Recommendation: Staff **supports** the proposed zone change.

Deidre Garcia, Planner, provided a brief overview on the item.

Ramiro Ibarra, Slay Engineering, informed the Commission of his support to the item.

Kevin Ramos, Resident, informed the Commission of his opposition to the item and gave a brief presentation.

Daniel Cummings, Resident, informed the Commission that he is for progress.

MOTION: Vice Chair Sada Paz made a motion to close the public hearing, support Staff recommendation and **approve** the item.

Second:	Commissioner Martinez
In Favor:	6
Opposed:	0
Abstained:	1 Commissioner Rangel

Motion Carried

7. REVIEW AND CONSIDERATION OF THE FOLLOWING MASTER PLAN:

Vice Chairman Sada Paz stepped out of the meeting at 6:54 p.m.

A. Review of the revision to the Southeast Commercial Masterplan at Buena Vista Ranch. The intent is commercial. The purpose of this revision is to reconfigure phases.

PL-191-2024

District I - Councilmember Gilbert Gonzalez

Vice Chairman Sada Paz stepped back into the meeting at 6:55 p.m.

Luis Vazquez, Planner, provided a brief overview of the item.

Jaime Garcia, Top Site Civil Group, informed the Commission that he concurred with Staff comments.

MOTION: Commissioner Martinez made a motion to **approve** the item subject to the following comments.

Second:	Commissioner Portillo
In Favor:	6
Opposed:	0
Abstained:	1 Commissioner Rangel

Motion Carried

STAFF COMMENTS:

Planning:

1. Access to Cuatro Vientos Road is subject to the review and approval by TX-DOT.
2. Provide X and Y coordinates, identifying the point of beginning (POB).
3. Submit masterplan 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 City of Laredo Subdivision Ordinance.
4. Identify all easements.
5. All improvements as per Subdivision Ordinance.

Fire:

1. Fire Hydrants Required every 300ft for commercial development. (Ordinance 2012-O-183, IFC 2012 Section 507.5.1, Where required. Fire Hydrants shall be required along public and private streets at every 300 feet for commercial development.)

Traffic Safety:

1. Show and label access easements (as per Subdivision Ordinance Handbook, Section 3-2).
2. Write correct street name, is this Wormser or Lomas del Sur?

Engineering: No comments submitted.

Environmental: No comments submitted.

Water & Utilities: 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.

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

Commissioner Rangel stepped out of the meeting at 6:56 p.m.

A. Preliminary consideration of the plat of Southeast Commercial Subdivision, Phase 2 at Buena Vista Ranch. The intent is commercial.

PL-192-2024

District I - Councilmember Gilberto Gonzalez

Luis Vazquez, Planner, provided a brief overview of the item.

Jaime Garcia, Top Site Civil Group, informed the Commission that he concurred with Staff comments.

MOTION: Commissioner Portillo made a motion to **approve** the item subject to the following comments.

Second:	Vice Chair Sada Paz
In Favor:	6
Opposed:	0
Abstained:	0

Motion Carried Unanimously

STAFF COMMENTS:

Planning:

1. Verify the graphical scale to ensure that 1"=100'.
2. Modify the Attestment of Planning Commission Approval signature block to reflect Vanessa Guerra, AICP as the Interim Planning Director.
3. Identify all easements
4. All improvements as per Subdivision Ordinance.

Fire:

1. Fire Hydrants Required every 300ft for commercial development. (Ordinance 2012-O-183, IFC 2012 Section 507.5.1, Where required. Fire Hydrants shall be required along public and private streets at every 300 feet for commercial development.)

Traffic Safety:

1. Write correct street name, is this Wormser or Lomas del Sur?

Engineering: No comments submitted.

Environmental: No comments submitted.

Water & Utilities: 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.

**B. Preliminary consideration of the plat of Los Presidentes East Subdivision, Phase 4.
The intent is residential.**

PL-144-2024

District III - Councilmember Melissa R. Cigarroa

Luis Vazquez, Planner, provided a brief overview of the item.

Dana Vital, Howland Engineering, informed the Commission that she concurred with Staff comments.

MOTION: Vice Chair Sada Paz made a motion to **approve** the item subject to the following comments.

Second:	Commissioner Martinez
In Favor:	6
Opposed:	0
Abstained:	0

Motion Carried Unanimously

STAFF COMMENTS:

Planning:

1. Provide masterplan amendment as the land use identified on the current masterplan is "Multifamily" and is being revised to "Single Family". Please note this change in land use is considered a "substantial alteration" (§ 2-3.5 (f) - Subdivision Ordinance). Therefore, this will be considered the first in a new series of permits (Chapter 245 Texas Local Government Code).
2. Developer is required to initiate the approval process for the park site or sites again (§ 24.56.2. A. 10. Laredo Land Development Code). See Planning Comment No. 1.
3. The developer has submitted a notice of intention to place utilities in front of the lot. The front-of-lot utility layout/schematics, as prepared by the Developer's engineer, shall be submitted to plan review (§ 3-4 B.2 - Subdivision Ordinance).
4. A zone change will be required for the proposed use.
5. Modify the Interim Planning Director's name to Vanessa Guerra, AICP in the Attestment of Planning Commission Approval signature block.
6. Provide a plat note stating the following: "No more than one single-family detached dwelling shall be located on an individual lot." (§24.80.4 (I) - Laredo Land Development Code, Module Rules).
7. Comply with the vegetative buffering as a first-order stream impacts a portion of this tract (§ 24-57 - Land Development Code).
8. Provide plat note with X,Y coordinates for point of beginning (POB) and point of commencement (POC).
9. Identify all easements.
10. All improvements as per the Subdivision Ordinance.

Traffic Safety:

1. Check Sight distance (as per Subdivision Ordinance Handbook, Section 3-2).
2. Ensure that proposed curves can handle a speed of 30mph (as per Subdivision Ordinance Handbook, Section 3-2).
3. Streets shall be laid out so as to intersect at right angle (as per Subdivision Ordinance Handbook, Section 3-2H).

Engineering: No comments submitted.

Fire: No comments submitted.

Environmental: No comments submitted.

Water & Utilities: 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.

C. Preliminary consideration of the plat of Lot 2, Block 1, Alexander Commercial Subdivision, Phase 13. The intent is commercial.

PL-135-2024

District V - Councilmember Ruben Gutierrez, Jr.

Luis Vazquez, Planner, provided a brief overview of the item.

Sergio Narvaez, Premier Engineering, informed the Commission that he concurred with Staff comments.

MOTION: Vice Chair Sada Paz made a motion to **approve** the item subject to the following comments.

Second:	Commissioner Garcia
In Favor:	6
Opposed:	0
Abstained:	0

Motion Carried Unanimously

STAFF COMMENTS:

Planning:

1. Access to Bob Bullock Loop is subject to the review and approval by TX-DOT
2. Provide masterplan amendment as the land use identified on the current masterplan is "detention pond" and is being revised to "commercial". Please note this change in land use is considered a "substantial alteration" (§ 2-3.5 (f) - Subdivision Ordinance). Therefore, this will be considered the first in a new series of permits (Chapter 245, Texas Local Government Code).
3. Developer is required to initiate the approval process for the park site or sites again (§ 24.56.2 A. 10. - Laredo Land Development Code). See comment No. 2.
4. Comply with the vegetative buffering as a first-order stream impacts a portion of this tract (§ 24-57 - Land Development Code).
5. Ensure all drainage issues are addressed during the one-stop shop (OSS) process.

6. Modify the Chairman's name to Juan M. Narvaez, Jr. in the Planning Commission Approval signature block.
7. Identify all easements.
8. 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: No comments submitted.

U.I.S.D.: No comments submitted.

L.I.S.D.: No comments submitted.

AT&T: No comments submitted.

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

Chair Narvaez requested a motion to hear items 9A, 9B and 9C together.

MOTION: Commissioner Garcia made a motion to **hear** items 9A, 9B and 9C altogether.

Second:	Commissioner Cazares
In Favor:	6
Opposed:	0
Abstained:	0

Motion Carried Unanimously

A. Final consideration of the replat of Lots 1, 2, 3, & 4, Block 1, Town North Center into Lots 1A & 2A, Block 1, Town North Center. The intent is commercial.

PL-194-2024

District VII - Councilmember Vanessa Perez

B. Final 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-193-2024

District VII - Councilmember Vanessa Perez

C. Final consideration of the plat of Phoenix Village Subdivision, Phase XII. The intent is residential.

PL-190-2024

District III - Councilmember Melissa R. Cigarroa

MOTION: Commissioner Garcia made a motion to close the public hearing and **approve** items 9A, 9B and 9C.

Second:	Commissioner Cazares
In Favor:	6
Opposed:	0
Abstained:	0

Motion Carried Unanimously

Luis Vazquez, Planner, read the approved items 9A, 9B and 9C in for the record.

10. CONSIDERATION OF MODEL SUBDIVISION COMPLIANCE:

A. Consideration of the Model Subdivision Rule Compliance of the plat of Palm Lake Subdivision, Phase 1. The intent is residential.

PL-188-2024

District VII - Councilmember Vanessa Perez

Commissioner Rangel stepped back into the meeting at 7:01 p.m.

MOTION: Commissioner Garcia made a motion to **approve** item,

Second:	Vice Chair Sada Paz
In Favor:	6
Opposed:	0
Abstained:	1 Commissioner Rangel

Motion Carried

11. ADJOURNMENT

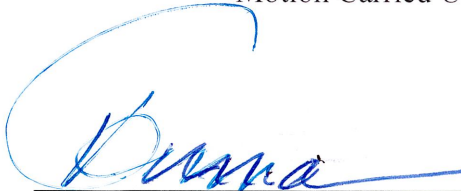
Commissioner Rangel informed the Commission that he was advised to abstain from voting until further clarification was given as he is running for office.

Chair Narvaez requested a motion to adjourn the meeting at 7:01 p.m.

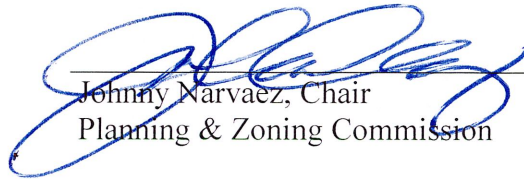
MOTION: Commissioner Martinez made a motion to adjourn the meeting at 7:01 p.m.

Second:	Commissioner Cazares
In Favor:	7
Opposed:	0
Abstained:	0

Motion Carried Unanimously



Vanessa Guerra, AICP
Interim Planning Director



Johnny Narvaez, Chair
Planning & Zoning Commission