

**CITY OF LAREDO
PLANNING AND ZONING COMMISSION**

MEETING MINUTES OF SEPTEMBER 5, 2024

The City of Laredo Planning and Zoning Commission convened in regular session open to the public at 6:00 p.m. on Thursday, September 5, 2024, in the City Council Chambers at City Hall, 1110 Houston Street, considered the following:

COMMISSIONERS PRESENT:

Johnny Narvaez, Chair
Rolando Cazares
Cindy E. Cantu
Michael Barron
Hector “Tito” Garcia
Gene Belmares
Regina Portillo

(Arrived at 6:02 p.m.)

COMMISSIONERS EXCUSED:

Daniela Sada Paz, Vice Chair
Adolfo Martinez

STAFF PRESENT:

Vanessa Guerra, Planning Director
Rafael Vidaurri, Planner
Luis Vazquez, Planner
Xavier Charles, Assistant City Attorney
Ruben Dominguez, Fire Department
Anita Stanley, Assistant Parks Director
Elizabeth Carrera, Parks Planner
Elsa Hinojosa, Interim Building Director
Roland Lozano, Acting Building Official
Blanca Sanchez, Building Operations Manager

OTHERS PRESENT:

Wayne Nance
Jesus Ruiz
Dana Vital
Ricardo Villarreal
Victor Linares
Guerra Engineering

1. CALL TO ORDER

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

2. ROLL CALL

Rafael Vidaurri, Interim Planner, called roll and confirmed a quorum was present.

MOTION: Commissioner Belmares made a motion to excuse the Commissioner(s) not present.

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

Motion Carried Unanimously

3. PLEDGE OF ALLEGIANCE

4. CITIZEN COMMENTS

None

Commissioner Narvaez, took the opportunity to announce and congratulate Vanessa Guerra on her appointment as the new Planning Director for the City of Laredo.

Commissioner Cazares stepped out of the meeting at 6:01 p.m.

5. PUBLIC HEARING AND RECOMMENDATION OF AN ORDINANCE:

A. Public Hearing and recommendation on the adoption of the updated Future Thoroughfare Plan as Appendix D of the City of Laredo’s Comprehensive Plan.

Commissioner Cazares stepped back into the meeting at 6:02 p.m.

Commissioner Barron arrived at 6:02 p.m.

Rafael Vidaurri, Planner, provided a brief overview on the Future Thoroughfare Plan.

Commissioner Garcia stepped out of the meeting at 6:11 p.m.

Commissioner Garcia stepped back into the meeting at 6:13 p.m.

Wayne Nance, Porras Engineering, informed the Commission of his opposition to the major arterial that is being proposed west of U.S. Highway 83 S. and north of Santa Elena Subdivision. He shared his concern about the proposed major arterial running through flood plains, and would require a 14,000-foot bridge to be constructed which he believes would not be reasonable. Additionally, Mr. Nance noted that this proposed major arterial would impact the Santa Elena Subdivision.

Commissioner Barron stepped out of the meeting at 6:17 p.m.

Commissioner Barron stepped back into the meeting at 6:19 p.m.

MOTION: Commissioner Belmares made a motion to close the public hearing, made a recommendation to adopt the Future Thoroughfare plan, with the amendment that the principle arterial run from Rio Bravo up to where the current minor arterial ends.

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

Motion Carried Unanimously

B. Public Hearing & Introductory Ordinance of the City of Laredo, Texas, amending by removing Code of Ordinances, Chapter 7, Building and Building Regulations, Section 7-2, Same – Amendments; Code of Ordinances, Chapter 11, Electricity, Section 11-44, Same – Amendments; Code of Ordinances, Chapter 25, Plumbing, Section 25-8, Permit fees; and amending the City of Laredo Land Development Code Chapter 24, Appendix D, permit fees, by establishing a foundation-only permit and permit fee for commercial and residential construction; and establishing a solar panel permit and solar panel permit fee for commercial and residential construction, and establishing a process for Pre-development Meeting and Pre-development Service fee; establishing an After-hour inspection process and an After-hour inspection fee; establishing a Partial inspection/Re-inspection process and a Partial inspection/Re-inspection fee; providing a cumulative and repealer clause; providing a severability clause; providing for publication; providing for a penalty; and declaring an effective date.

Roland Lozano, Acting Building Official, provided a brief overview on the item.

Elsa Hinojosa, Interim Building Director, provided the Commission with information on the proposed fees.

Jesus Ruiz, Ruiz Homes, informed the Commission that he sees no problem with most of the new fees that are being proposed except the reinspection fee.

MOTION: Commissioner Garcia made a motion to close the public hearing, and postponed the item time certain, recommending a presentation be prepared for the next meeting.

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

Motion Carried Unanimously

C. Amending, Article III, Section 24.56.1 (Purpose), Section 24.56.2 (General Requirements), Section 24.56.3 (Time Requirements for park improvements design and consideration), Section 24.56.4 (special fund), 24.56.6 (park and open space masterplan consideration), 24.56.10 (Appendix, A and Appendix B), of the Parkland Dedication Ordinance, within the Laredo Land Development Code.

Anita Stanley, Assistant Director of the Parks Department, informed the Commission that the subcommittee provided positive feedback. Therefore, she requested the item to be tabled (time uncertain) in order to continue the discussion.

MOTION: Commissioner Barron made a motion to close the public hearing, and **table** the item time uncertain in order for further review by the sub commission.

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

Motion Carried Unanimously

6. REVIEW AND CONSIDERATION OF THE FOLLOWING MASTER PLAN:

A. Review of the revision to Los Presidentes East Masterplan. The intent is residential, multifamily, and commercial. The purpose of this revision is to reconfigure phases and lots.

PL-224-2024

District III – Councilmember Melissa R. Cigarroa

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

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

Commissioner Barron questioned where the park dedication is on the masterplan.

Elizabeth Carrera, Parks Planner, informed the Commission that the proposed park would have been on Phase 6 of the masterplan, but the City does not have a budget to fund it.

MOTION: Commissioner Barron made a motion to **postpone** the item time certain.

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

Motion Carried Unanimously

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

A. Preliminary consideration for the plat of N.D. Hachar Industrial Park, Phase 5. The intent is industrial.

PL-220-2024

District VII - Councilmember Vanessa Perez

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

Wayne Nance, Porras Engineering, informed the Commission that he concurred with Staff comments.

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

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

Motion Carried Unanimously

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. Revise the Planning Director's title to reflect, "Vanessa Guerra, AICP, Planning Director," on the Attestment of Planning Commission Approval certificate block.
3. Coordinate with the Environmental Department and comply with the vegetative buffering requirements of the Land Development Code as first- and second-order streams impact portions of this tract (§24-57, Land Development Code).
4. Identify all easements.
5. All improvements as per the 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.)
2. Dead-end fire apparatus access roads in excess of 150 feet shall be provided with width and turnaround provisions in accordance with Table D103.4 (120-foot hammerhead, 60-foot "Y" 96-foot Cul-de-sac).

Traffic Safety:

1. Check sight distance (as per the Subdivision Ordinance Handbook, Section 3-2).
2. Ensure that the proposed curves can handle a speed of 30 mph (as per the Subdivision Handbook, Section 3-2).
3. ROW (as per Viva Laredo Future Thoroughfare Plan).

4. Revise Masterplan (as per the Subdivision Ordinance Handbook, Chapter II).
5. Streets shall be laid out so as to intersect at right angle (as per the Subdivision Ordinance Handbook, Section 3-2 H).

Environmental: No comments submitted.

Water & Utilities: No comments submitted.

Engineering: 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 for the replat of Lots 1B, 1C and 1D, Block 1, Central Freight Line Truck Plat and Lots 1 and 2, Block 1, Texas Community Bank @ IH-35 Plat into Lot 1, Block 1, Lovett Industrial Plat. The intent is industrial.**

PL-225-2024

District VI - Councilmember Dr. David Tyler King

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

Ricardo Villarreal, Top Site Civil Group, informed the Commission that he concurred with Staff comments.

The Commissioned raised concerns regarding the flow of traffic trailer and its impact to the residential neighborhoods north of the proposed development. Mr. Villarreal and Planning Staff explained to the Commission that TX-DOT had created some modifications on the frontage roads east of IH-35, as well as creating an underpass that can move trailer traffic away from the residential neighborhoods.

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

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

Motion Carried Unanimously

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

Planning:

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1. Ensure the realigned roadway of Manadas Drive is constructed prior to the closing of the existing Manadas Drive in order to ensure that the tracts to the east have continuous access.
2. Revise the Planning Director's title to reflect, "Vanessa Guerra, AICP, Planning Director," on the Attestment of Planning Commission Approval certificate block.
3. Identify all easements.
4. All improvements as per the 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.)
2. Dead-end fire apparatus access roads in excess of 150 feet shall be provided with width and turnaround provisions in accordance with Table D103.4 (120-foot hammerhead, 60-foot "Y" 96-foot Cul-de-sac).

Traffic Safety:

1. Block length shall not be less than 300 feet (as per the Subdivision Ordinance Handbook, Section 3-2).
2. Streets shall be laid out so as to intersect at the right angle (as per the Subdivision Ordinance Handbook, Section 3-2 H).
3. Revise Masterplan (As per the Subdivision Ordinance Handbook, Chapter II).

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.

Commissioner Cazares stepped out of the meeting at 7:36 p.m.

- C. Preliminary consideration of the replat of Lot 15, Block 5, San Carlos Subdivision, Phase 1 into Lots 15A & 15B, Block 5, San Carlos Subdivision, Phase 1. The intent is residential.**

PL-219-2024

Extra-Territorial Jurisdiction (ETJ)

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

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Victor Linares, Sabio Engineering, informed the Commission that he concurred with Staff comments.

MOTION: Commissioner Belmares 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

APPROVE SUBJECT TO THE FOLLOWING COMMENTS:

Planning:

1. Verify the Right-of-Way (ROW) of Amy Road with Webb County. If not, a 10-foot dedication will be required.
2. Revise the legal description on the face of the plat as it currently refers to another tract - Lot B-3W, Tanquesitos Partnership II & I.
3. Revise the summary table to include Lots 15A and 15B with their respective square footage.
4. Plat approval is required by Webb County as this subdivision is located in the Extra-Territorial Jurisdiction (ETJ) of the City of Laredo.
5. Revise the Planning Director's title to reflect, "Vanessa Guerra, AICP, Planning Director," on the Attestment of Planning Commission Approval certificate block.
6. Identify all easements.
7. 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.

8. CONSIDERATION OF AN EXTENSION TO THE FOLLOWING PRELIMINARY PLATS AND PRELIMINARY REPLATS:

Commissioner Garcia left the meeting at 7:37 p.m.

- A. **Consideration of a 6-month extension to the preliminary plat approval of Santa Barbara Subdivision. The intent is residential and commercial. The request is to extend the scheduled expiration date from September 17, 2024 to March 17, 2025.**

PL-218-2024

District II – Councilmember Ricardo “Richie” Rangel, Jr.

Commissioner Cazares stepped back into the meeting at 7:38 p.m.

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

Guerra Engineering, informed the Commission that he concurred with Staff comments.

MOTION: Commissioner Belmares made a motion to **approve** the 6-month extension.

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

Motion Carried Unanimously

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

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

PL-221-2024

District I - Councilmember Gilbert Gonzalez

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

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

Motion Carried Unanimously

10. CONSIDERATION OF MODEL SUBDIVISION COMPLIANCE:

- A. **Consideration of the Model Subdivision Rule Compliance of the plat of R&W Ranch Subdivision, Phase VII. The intent is residential.**

PL-227-2024

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District I - Councilmember Gilbert Gonzalez

MOTION: Commissioner Barron made a motion to approve the item.

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

Motion Carried Unanimously

Vanessa Guerra, Planning Director, informed the Commission that a townhall meeting is being scheduled regarding the Clark Boulevard Overlay District. This is a directive from City Council.

11. ADJOURNMENT

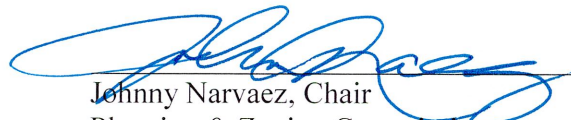
MOTION: Commissioner Belmares made a motion to adjourn the meeting at 7:41 p.m.

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

Motion Carried Unanimously



Vanessa Guerra, AICP
Planning Director



Johnny Narvaez, Chair
Planning & Zoning Commission