



AGENDA

Pursuant to V.T.C.A. Gov. Code Section 551.001, et. Seq., the Planning and Zoning Commission of the City of Mission, Texas will hold a Regular Meeting on, **August 6 2025 at 5:30 p.m.** in the **City Hall's Council Chamber, 1201 E. 8th Street** and by Teleconference, to consider the following matters:

The Public Dial Information to Participate Via Zoom/Telephone Meeting is as Follows:

Time: August 6, 2025 05:30 PM Central Time (US and Canada)

Meeting ID: 841 5820 5363

Passcode: 641908

One tap mobile

+13462487799, Meeting ID: 841 5820 5363 # Password: 641908

REGULAR MEETING

1. Call to Order and Establish Quorum
2. Disclosure of Conflict of Interest
3. Citizens Participation

APPROVAL OF MINUTES

- 1 Approval of Minutes for P&Z Meeting - July 16, 2025

PUBLIC HEARINGS

REZONING

- 2 Conduct a public hearing and consideration of a rezoning request from Agricultural Open Interim District ("AO-I") to General Business District ("C-3"), being 1.50 acres out of Lot 64, New Caledonia Unit No. 1 Subdivision, located at the Southeast corner of W. Mile 3 and La Homa Roads. Applicant: CEI Engineering Associates, Inc. and Murphy Oil USA, Inc. - Cervantes

CONDITIONAL USE PERMIT

- 3 Conduct a Public hearing and consideration of a Conditional Use Permit to allow a convenience store and fuel station in a General Business (C-3) District – Murphy USA, being 1.50-acres out of Lot 64, New Caledonia Unit No. 1 Subdivision, located at the Southeast corner of W. Mile 3 and La Homa Roads. Applicant: CEI Engineering Associates, Inc. and Murphy Oil USA, Inc.- Cervantes
- 4 Conduct a public hearing and consideration of a Conditional Use Permit Renewal to keep three (3) portable buildings in a (P) Public Zoning District, being Lot 1, Nido De Aguila Subdivision, located at 915 W. Expressway 83, Applicant: Excellence in Leadership Academy - Cervantes
- 5 Conduct a public hearing and consideration of a Conditional Use Permit Renewal for the Sale & On-Site Consumption of Alcoholic Beverages – Moon Restaurant Mixology in a property zoned General Business (C-3) District, being Lot 11, Block 3, Shary Gardens Subdivision, located at 1603 E. Griffin Parkway. Applicant: American Restaurants, LLC c/o Lourdes Lerma – Cervantes

SITE PLAN APPROVAL

6 Site Plan Approval for the construction of a temperature controlled self-storage facility named JAFRI Self-Storage on a 2.51-acre tract of land, more or less, out of and forming a part of Lot 28-6, West Addition to Sharyland Subdivision. Applicant: Syed Husain, - Cervantes

7 Site Plan Approval for the construction of a 72-unit multifamily living community on a 4-acre tract of land out of Lot 10-7, West Addition to Sharyland Subdivision, Applicant: MHA Conway Village c/o Rioplex Engineering, LLC – Cervantes

PLAT APPROVAL

8 Plat Approval Subject to Conditions for the proposed Meadow Way at Meadow Creek Subdivision, A 0.551-acre, 0.615-acre, and 0.611-acre tracts of land, forming part of Meadow Creek Country Club Subdivision Phase 1-B, Developer: LAC Enterprises, Engineer: Benavides Engineering, - Cervantes

9 Plat Approval Subject to Conditions and Consideration of a Variance for a lot without frontage to a public street for Izagi Oaks Subdivision, a 2.5-acre tract of land, more or less, being the West 726 feet of the North 10 acres of the South 20 acres of Lot 293, John H. Shary Subdivision, AO-I, Developer: Diana Izaguirre, Engineer: Izaguirre Engineering Group, LLC- Cervantes

ADJOURNMENT

Signed this the 31st day of July, 2025

Xavier Cervantes, Director of Planning

C E R T I F I C A T E

I, the undersigned City Secretary do certify that the above notice of meeting was posted on the bulletin board of City Hall, 1201 E. 8th Street, Mission, Texas on this the 31st day of July, 2025 at _____ a.m./p.m.

Anna Carrillo, City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations for a disability must be made 48 hours prior to this meeting. Please notify the City Secretary's Office at 580-8668.

NOTICE OF REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF MISSION

Notice is hereby given that on the **6th day of August, 2025** the Planning and Zoning Commission of the City of Mission will hold a regular meeting at 5:30 p.m. at 1201 E. 8th Street, Mission, Texas to consider the following matters. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice.

If, during the course of the meeting covered by this Notice, the Planning and Zoning Commission should determine that a closed or executive meeting or session of the Council is required, then such closed or executive meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the Commission at the date, hour and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the Commission may conveniently meet in such closed or executive meeting or session concerning any and all purposed permitted by the Act, including, but not limited to the following sections and purposes.

Texas Government Code Section:

- | | |
|-----------------|--|
| 551.071 (1) (2) | Consultation with Attorney. |
| 551.072 | Deliberation regarding real property. |
| 551.073 | Deliberation regarding prospective gifts. |
| 551.074 | Personnel matters. |
| 551.076 | Deliberation regarding security devices or security audits. |
| 551.0785 | Deliberations involving medical or psychiatric records of individuals. |
| 551.084 | Investigation; exclusion of witness from hearing. |
| 551.087 | Deliberation regarding economic development negotiations |
| 551.088 | Deliberation regarding test item |

Should any final action, final decision, or final vote be required in the opinion of the Commission with regard to any matter considered in such closed or executive meeting or session, then the final action, final decision, or final vote shall be either:

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting;
- or
- (b) at a subsequent public meeting of the Commission upon notice thereof; as the Commission shall determine.

On this the **31st day of August, 2025** this Notice was emailed to news media who had previously requested such Notice and an original copy was posted on the bulletin board at City Hall, 1201 E. 8th Street at _____ a.m./p.m. on said date.

Anna Carrillo, City Secretary

**PLANNING AND ZONING COMMISSION
JULY 16, 2025
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

Diana Izaguirre
Kevin Sanchez
Raquenel Austin
Steven Alaniz
Irene Thompson
Connie Garza

P&Z ABSENT

Omar Guevara

STAFF PRESENT

Xavier Cervantes
Patricio Martinez
Jessica Munoz
Elisa Zurita
Gabriel Ramirez
Susie De Luna

GUEST PRESENT

Karen Prewitt
Jerry Benavides
Jovita Garza
Erica Perez
Silvia Pascual
Elizabeth Lopez
Maria del Carmen Salinas
Roberto Gonzalez
Juan Rodriguez
Teresa Toleda
Manuel Cejudo
Arnoldo Morgan
Rosie Morgan
Lourdes Garrett
Erica Ocana Alcazar

CALL TO ORDER

Chairwoman Izaguirre called the meeting to order at 5:30 p.m.

DISCLOSURE OF CONFLICT OF INTEREST

There was none.

CITIZENS PARTICIPATION

There was none.

APPROVAL OF MINUTES FOR JUNE 18, 2025

Chairwoman Izaguirre asked if there were any corrections to the minutes for June 18, 2025. Ms. Austin moved to approve the minutes as presented. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:31 p.m.

Ended: 5:37 p.m.

Item #2

Rezoning:

**A 17.13 acre tract of land out of
18.39 acres out of Lot 5-9, West Addition to
Sharyland Subdivision, the site is located along
the South side of E. Military Highway
approximately 1,390 feet West of S. Bryan Road
AO-I to I-1
Victor Trevino**

Mr. Cervantes stated the applicant is requesting to rezone the subject property from Agricultural Open Interim District ("AO-I") to Light Industrial District ("I-1") for a proposed industrial development. The tract of land measures 273 feet along E. Military Highway and has a depth of 1,200 feet. The surrounding zones are Agricultural Open Interim (A-OI) to the South, East and West and Light Industrial District (I-1) to the North. The surrounding land uses are agricultural land in all directions. The subject property is used as farmland. The Future Land Use Map shows the subject property as General Commercial but, during the workshops held in February and March of 2025, the Planning and Zoning Commission labeled the subject property in the working map as future Industrial. The requested zoning is in line with the future land use map designation for the property from the workshops working map. The Future 365 Toll Road cuts through a portion of the property as shown in the attached RMA map and reflected in the Future Land Use Map exhibit. Notices were mailed to 14 surrounding property owners. Planning staff has not received any phone calls from the surrounding property owners. Staff recommends approval to the rezoning request. Vice-Chairman Sanchez asked if there was any input in favor or against the request.

Mr. Julio Cerda resides at 2800 N. Steward Road. He mentioned he is representing South Texas Infrastructure Engineering and his client. He stated just to understand at this point the Anzaldua's highway or corridor is located on the Future Land Use Map only and has not been approved by the environmental process so looking at the Zoning Map looking at Lot 15 under the railroad tracks it is already rezoned and subdivided being it subdivided want to make sure the highway itself hasn't been dedicated yet. He stated he knew there has been discussion with City of Mission and RMA of the possible route since they have not gone through the environmental process. He mentioned the environmental process is very important because that's where the public states their opinion on the best route. He mentioned technically the best route hasn't been assigned yet and they have not given any options for the route. He stated this is what the RMA has proposed to the municipalities and is thinking of doing in the area but the dedication should not be asked for at this point. He stated that he just wants to make sure during the subdivision process they would like to be treated the same as the surrounding properties owners. He stated as far for the rezoning he is in favor.

Vice-Chairman Sanchez entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Vice-Chairman Sanchez asked if the board had any questions.

There was none.

There being no discussion, Vice-Chairman Sanchez entertained a motion. Ms. Thompson moved to approve the rezoning request. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:36 p.m.

Ended: 5:37 p.m.

Item #3

Rezoning:

**A 9.853-acre tract of land out of 35.72 acres
Out of Lot 5-10, West Addition to Sharyland
Subdivision, this site is located along the North**

**side of Old Military Highway approximately 700
feet West of S. Bryan Road
AO-I to I-1
Victor Trevino**

Mr. Cervantes stated the applicant is requesting to rezone the subject property from Agricultural Open Interim District ("AO-I") to Light Industrial District ("I-1") for a proposed industrial development. The tract of land measures 580 feet along Old Military Highway and has a depth of 740 feet. The surrounding zones are Agricultural Open Interim (A-OI) to the West and Light Industrial District (I-1) to the North, East and South. The surrounding land uses are agricultural land in all directions. The subject property is used as farmland. The Future Land Use Map shows the subject property as General Commercial but, during the workshops held in February and March of 2025, the Planning and Zoning Commission labeled the subject property in the working map as future industrial. The requested zoning is in line with the future land use map designation for the property from the workshops working map. The future 365 Toll Road cuts through the majority of the property as shown in the attached RMA map and reflected in the Future Land Use Map exhibit. Notices were mailed to 3 surrounding property owners. Planning staff has not received any phone calls from the surrounding property owners. Staff recommends approval to the rezoning request.

Vice-Chairman Sanchez asked if there was any input in favor or against the request.

Mr. Julio Cerda resides at 2800 N. Steward Road. He mentioned he is representing the client under South Texas Infrastructure Group. He stated he was present for the rezoning also is making sure the route on the highway that hasn't gone through the public meetings and the chosen routes hasn't been given as of now.

Vice-Chairman Sanchez entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Vice-Chairman Sanchez stated he is yielded the chair to Chairwoman Izaguirre

Chairwoman Izaguirre arrived at the meeting at 5:37 p.m.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the rezoning request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:37 p.m.

Ended: 5:39 p.m.

Item #4

Rezoning:

**A 18.56 acre tract of land situated in Porcion 56,
and being out of the residue of Lot 6-8,
West Addition to Sharyland Subdivision,
This site is located along the North side
of E. Military Highway approximately 2,630 feet**

**West of S. Bryan Road
AO-I to I-1
Victor Trevino**

Mr. Cervantes stated the applicant is requesting to rezone the subject property from Agricultural Open Interim District ("AO-I") to Light Industrial District ("I-1") for a proposed industrial development. A draft master plan for the proposed industrial development of this property is shown in this packet. The tract of land measures approximately 1,250 feet along E. Military Highway and has a depth of approximately 1,100 feet. The surrounding zones are Agricultural Open Interim (A-OI) on all directions. The surrounding land uses include single-family homes to the Northwest and agricultural land to the East and South. The subject property is used as farmland. The Future Land Use Map shows the subject property as General Commercial with the Northwest corner designated as Planned Unit Development. During the workshops held in February and March of 2025, the Planning and Zoning Commission labeled the subject property in the working map as future industrial. The requested zoning is in line with the future land use map designation for the property from the workshops working map. The future 365 Toll Road misses this property completely as shown in the attached RMA map. Notices were mailed to 10 surrounding property owners. Planning staff has not received any phone calls from the surrounding property owners. Staff recommends approval to the rezoning request.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Mr. Julio Cerda resides at 2800 N. Steward Road. He mentioned he is representing the client with South Texas Infrastructure Engineering. He stated he was present for the rezoning and in favor of the rezoning. He mentioned he just wanted to make a comment he knows there is a purposed 365 toll road on the plan and is making sure that it is understood the route has not gone through the public hearing process and they are against the route and are in favor of the rezoning.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the rezoning request. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:39 p.m.

Ended: 5:41 p.m.

Item #5

Rezoning:

**A 5.455 acre tract of land out of a 7.03 acre tract out of Lot 29-4, West Addition to Sharyland Subdivision, this site is located along the North side of Mile 2 Road approximately 700 feet West of Trosper Road
AO-I & C-1 to R-1
Victor Trevino**

Mr. Cervantes stated the applicant is requesting to rezone a portion of his property from Agricultural Open Interim District ("AO-I") and Office Building District ("C-1") to Single-family Residential District ("R-1") so that the owner's house is in the correct zoning. For the remaining portion of the property with frontage on West Mile 2 Road, the applicant intends to split it for a future office commercial development. The tract of land measures 50 feet along West Mile 2 Road and has a depth of 1,320 feet. The surrounding zones are Office building District (C-1) and Agricultural Open Interim (A-OI) to the West, Agricultural Open Interim (A-OI) to the North and South, and Agricultural Open Interim (A-OI), Single-family Residential District and Duplex-fourplex Residential District (R-2) to the East. The surrounding land uses include the offices of the United Irrigation District to the West, The Trosper Fair Heights single-family subdivision, a duplex-fourplex subdivision under construction, and land with farm animals to the East. The property to the South is vacant and the Escobar/Rios Elementary School is located to the North. The subject property has a home with a shed in the back. The Future Land Use Map shows the subject property as Low-Density Residential. The requested zoning is in line with the future land use map designation for the property. Notices were mailed to 18 surrounding property owners. Planning staff received no phone calls from the surrounding property owners. Staff recommends approval to the rezoning request.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Mr. Julio Cerda resides at 2800 N. Steward Road. He mentioned he is representing South Texas Infrastructure Engineering. He stated he was present for the rezoning and in favor of the rezoning.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the rezoning request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:41 p.m.

Ended: 5:42 p.m.

Item #6

Rezoning:

**A 7.29 acre tract of land (Deed call – 6.96 acres)
out of the Southeast corner of Lot 30-8,
West Addition to Sharyland Subdivision,
This site is located along the West side
of Mayberry Road approximately 1,300 feet
North of Mile 2 Road
AO-I to R-1T
Aaron Balli**

Mr. Cervantes stated the applicant is requesting to rezone the subject property from Agricultural Open Interim District ("AO-I") to Townhouse Residential District ("R-1T") to develop a townhouse residential development. The tract of land is 7.29 acres in area measures 660 feet along N. Mayberry Road and has a depth of 971.5 feet. The surrounding zones are Agricultural Open Interim (A-OI) to

the West, South and North, and Single-family Residential District to the East. The surrounding land uses include the Sonoma Ranch single-family subdivision under construction to the East, single-family homes and vacant land to the North, and an irrigation canal and the Pueblo de Paz apartments to the South and West. The subject property is vacant along Mayberry and has a home at the northwest corner. The Future Land Use Map shows that the south 300 feet of the subject property is designated as high-density residential while the remaining tract is designated as low-density residential. A portion of the requested zoning is not in line with the future land use map designation, but staff believes the property is in transition to medium-density residential land uses. Notices were mailed to 12 surrounding property owners. Planning staff received no phone calls from the surrounding property owners. Staff recommends approval to the rezoning request.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the rezoning request. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:42 p.m.

Ended: 5:46 p.m.

Item #7

Rezoning:

**A 0.2066 acre tract of land, out of Lot 192,
John H. Shary Subdivision,
This site is located at 405 N. Glasscock Road
R-1 to R-2
New Era Land & Properties LLC**

Mr. Cervantes stated the applicant is requesting to rezone the subject property from Single-Family Residential District ("R-1") to Duplex-Fourplex District ("R-2") to build a duplex structure. The tract of land is 0.2066 acres in area and it measures 50 feet along Glasscock Road and has a depth of 180.0 feet. The surrounding zones are Single-Family Residential District (R-1) to the North, West and South and Mobile & Modular Home District to the East. The surrounding land uses are Single-Family homes to the North, West and South and the Valley View Estates Mobile Home Park to the East. The subject property is vacant. The Future Land Use Map designates the property as low-density residential. The requested rezoning is not in line with the low-density designation in the comprehensive plan. The same rezoning request was pursued by a different applicant in November of 2023. There was opposition from the surrounding property owners citing drainage, fire protection and trash concerns. The rezoning was denied by the Planning and Zoning Commission and the City Council. Notices were mailed to 30 surrounding property owners. As of packet day the Planning staff

has received (1) phone call in opposition from the surrounding property owners. Staff recommends disapproval of the rezoning request.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Ms. Marisol Manzano resides at 407 N. Glasscock Road; she stated the property isn't compatible for a Duplex - Fourplex in the area and there is high traffic so there wouldn't be enough room for parking.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Thompson asked if the Lot was 50' wide.

Mr. Cervantes stated yes, it is. He stated he had mentioned to the applicant that some people like to have a big backyard.

Ms. Garza asked if it was residential.

Mr. Cervantes stated yes to the north, south and west.

Ms. Thompson asked if there was an alley in the rear.

Mr. Cervantes stated yes that's correct.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Garza moved to follow staff recommendation to deny the rezoning request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:46 p.m.

Ended: 6:07 p.m.

Item #8

Rezoning:

**A 0.615 of an acre and Tract 3 being a 0.611 of an acre, both tract forming a part of the Meadow Creek Country Club Phase 1-B Subdivision, this site is located along the East side of Crystal Drive between Diane and Mauve Drives
R-1 to R-1T
Gerardo Benavides, P.E.**

Mr. Cervantes stated the applicant is requesting to rezone the subject property from Single-Family Residential District ("R-1") to Townhouse Residential District ("R-1T") to subdivide for homes with lot sizes not in compliance with the minimum lot sizes in the R-1 zoning district. Tract 2 measures 297.49' along Crystal Drive with a depth of 90'. Tract 3 measures 297.53' along Crystal Drive with a depth of 90' along the south side and 88.89' along the north side. The surrounding zones are Agricultural Open Interim District (A-OI) to the east and Planned Unit Development District (PUD) to the West, South and North. The surrounding land uses include Single-Family homes to the North, West and South and a golf course to the East. The subject properties are vacant. For tract 2 the applicant is proposing to subdivide the tract into 7 lots with an average area of 3,824.62 square feet.

For tract 3 the applicant is proposing to subdivide the tract into 7 lots with an average area of 3,800 square feet. The Future Land Use Map shows that the properties are designated for Planned Unit Development. The designation for the subject tracts from the PUD ordinance on file is agricultural open space to be a part of the golf course. Although the requested rezoning is not in line with the PUD designation of agricultural open space the requested lot sizes are in line with the lot sizes to the west that average in area 3,195 square feet. Notices were mailed to 28 surrounding property owners. There was opposition during the variance request for the proposed subdivision. The developer has altered the lot sizes as a result for Tract 1 from 7 lots to 4 lots. Staff recommends approval to the rezoning request.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Ms. Karen Prewitt who resides at 2101 Mauve Drive, she stated she was the one that submitted the petition and went around to the neighborhood. She stated that she was there to speak against the proposed rezoning of R1T. As you can see on your map, the blue is actually over 3,800 square feet for the lots. The pink Xs are under that. While there are garden homes in our neighborhood from the original PUD, those were actually originally designed for winter Texans, seasonal residents looking for low-maintenance, owner-occupied homes connected to the golf course. However, our golf course closed in 2019, so the purpose and the demand for these homes have changed significantly. Currently, nearly half of the existing garden homes have become rental properties with frequent tenant turnover. This has already affected the character and stability of the neighborhood. Adding 14 more high-density homes would only increase that impact. My neighbors and I unanimously agree we value a quiet, safe environment. That's what we have now, and we don't want it to change. It's important to point out that there are over 40 townhomes in the northern part of Meadow Creek. More than half of those units are rentals because they did not sell. Adding even more high-density housing is not addressing a need. It is adding to an existing issue. Beyond neighborhood character and housing saturation, increasing the number of homes would place more demand on city services such as police, fire, and ambulance resources. For all these reasons, I respectfully request that you reject R1T rezoning and uphold the current lower-density R1 zoning to help us preserve the quality of life in our neighborhood.

Mr. Jerry Benavides, Benavides Engineering, 520 Hunter Drive, Alamo, Texas. He is the Engineer of record representing the developer, who couldn't attend the meeting in person and he may be online. However, he'd like to express a couple of notes here after speaking with residents that have clearly stated some of the concerns and give just a little bit of a history on the project. He mentioned this subdivision was originally recorded in 1987 under a PUD. Like Ms. Karen mentioned, it was centered around a golf course and associated amenities that have gradually diminished with time. Today, the golf course is no longer active and the amenities no longer exist. As a result, this area has become underutilized and no longer reflects the character or condition envisioned in the original PUD. These two tracts of property that we are trying to rezone have been vacant for many years after my client originally acquired them. They have accumulated overgrown brush presenting ongoing maintenance issues. Our new development will introduce homeowners who will actively maintain their properties, including the regular lawn care and upkeep, which will enhance the visual appeal of the neighborhood, and remove unsightly overgrown grass currently visible from public streets. Items that I wanted to point out, he did not have the opportunity to speak on the previous city council were concerns from the residents, which were traffic and safety hazards. We understand that bringing in these townhomes, we are considering them, we want to make the point clear, they are not townhomes. They are single family residential units. They are not at zero lot lines. They are going to have setbacks. The reason why we are going through a townhome rezone is to allow them to have

a frontage of 42 feet, which is going to align with the existing development that is fronting those properties. Traffic was a concern. The layout that we have prepared for this development includes a two-car garage with a two-car driveway, which is going to host four vehicles on site without the need of parking on the public right of way, which is a huge safety concern at the moment right now. If you drive by that area, you're going to see boats, you're going to see mobile trailers that are being hauled by F-250s and Doolies that takes up all the frontage of the owner's/developer's property, that hasn't been developed and they have the right to park in the public right of way. This development would eliminate the need for on-street parking, which is currently prevailing in the area and pose a greater hazard to vehicle circulation. Furthermore, if needed, they would be providing sidewalks that will not only enhance the lifestyle of the new residents, but also the existing residents, since this current subdivision does not have sidewalks. Public utilities and infrastructure, you know, and according to coordination and development standards with the City of Mission Engineering and Planning Department, we have submitted our utility plans, we have submitted our water, storm water, and sanitary sewer plans, and the City Engineering Department does not oppose our development. We have proven that there's existing capacity and that the flow lines work and that the drainage system works for this new development. I can't really speak for existing development and how the grading and there's other items in the neighborhood that may flood. However, it is our responsibility as the engineer and the developer to provide proper and safety for this new development. I also like to point out that this development is not a departure of the community's character, as Ms. Karen just explained. It is a natural continuation and enhancement. He stated the main reason for rezoning is to allow the lot size configuration that matches existing lots in the surrounding subdivision. In fact, our proposed lots are slightly larger than many of the existing lots that are proposed.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Chairwoman Izaguirre asked who did this yellow map on the lot comparison.

Mr. Cervantes stated City staff prepared the map.

Chairwoman Izaguirre asked that all the lots on the west side are 3,195 square feet.

Mr. Cervantes stated on the average.

Chairwoman Izaguirre asked about the previous one that was approved in the last meeting. She asked what was the square footage on those lots.

Mr. Cervantes stated it is the same lot sizes that were proposed from the variance. It's just on the other track, which is track one, He had proposed the seven lots there he reduced it to four lots, so he's in agreement to make the lots bigger in that in that part of the subdivision.

Chairwoman Izaguirre asked if they were approving two different ones or all three tracks at the same time.

Mr. Cervantes stated you have track two and three that he's wanting the seven lots like he originally proposed which are the ones in yellow.

Chairwoman Izaguirre asked the one in pink has it already been approved

Mr. Cervantes stated he's already in agreement on that one. He's in agreement from seven to four.

Ms. Thompson stated this was presented to us previously and we approved the variance correct zoning was not going to get changed.

Mr. Cervantes stated No, the zoning wasn't going to be changed.

Ms. Thompson asked if this was presented to the council and council voted to deny the request.

Mr. Cervantes stated that's correct.

Ms. Thompson asked if the developer decided to try a different route with the same layout but now they're going to go to a townhouse zone instead.

Mr. Cervantes stated so this is his only other option for the seven lots he desires for tract 2 and 3.

Chairwoman Izaguirre stated this is the same exact thing they had done with Lantana Landing on Trospen and two and a half mile they had approved townhome lots, but they build Homes and it was due to meet the setbacks were going to be able to meet to build the homes with the square footage they wanted but they weren't going to meet the square footage of the lot for the 6,000 square foot lot so they approved townhomes rezoning.

Mr. Cervantes stated Yes there is a precedence. There was a similar approval somewhere else by Adams. So, there is a precedence of approving rezoning's like this, but when the variance went before you, two or three meetings ago, staff recommended approval of variance requests.

Ms. Thompson asked what was the City Council's primary cause for denial.

Mr. Cervantes stated that the Council in general does not like variances and if you remember three or four months ago. We reduced the lot sizes so they said well, they we reduced the lot sizes to help developers They should comply with the 50 by 100 lot sizes. Yeah, I don't like they in general they don't like variances.

Chairwoman Izaguirre stated but it's just hard because all these other lots are 80 feet 80 feet long like It's a very particular case because they're constricted to the 80 foot instead of a hundred feet.

Mr. Cervantes stated it was 90 feet in depth. If he has to comply with the 5,000 minimum square feet, he will not be able to develop those lots because they would be bigger lots than the other lots to the west and a finance company will not finance.

Ms. Austin asked what about the lots adjacent to these she sees like four homes up at the top. She asked if those are the same size as the yellow lots.

Mr. Cervantes asked if it was the lots in between.

Ms. Austin stated lots 5-7 and lots that are already developed is that correct.

Chairwoman Izaguirre stated that if you see the ones on the bottom at the very south they are 3,240 square feet at the bottom and then on the top obviously lots 4-6 they don't have that but it looks like it might be around the same similar square feet.

Ms. Austin asked if the lots in the middle are only one 55.

Mr. Cervantes stated yes, because those got re-plated and they were bigger lots.

Chairwoman Izaguirre asked what he is proposing now is right in between lots four five six and these new ones and He's at 4,800 square feet.

Mr. Cervantes stated 3,700 square feet.

Ms. Thompson asked what is the minimum width on the townhouse

Chairwoman Izaguirre stated 25.

Ms. Thompson asked if it gets rezoned. Is there anything preventing him from deciding they're going to cut the tracts into smaller ones.

Mr. Cervantes stated No. They could change.

Mr. Cervantes stated yes or they could turn around and sell the two tracks and then the next developer could pursue smaller lots.

Ms. Thompson asked so once you rezone it then the potential is there for it to go down even further than.

Mr. Cervantes stated yes, the potential is to have houses against each other like in some townhouse developments where there's no side setback. So yes, that is a possibility.

Mr. Thompson asked If it is rezoned or approved by this board for Townhouse. Do you have a feeling as to whether or not the City Council would decline to deny it anyway.

Mr. Cervantes stated he doesn't know how the Council will vote.

Chairwoman Izaguirre stated they're the ones that approve Lantana Landing, how it was approved and another development.

Mr. Sanchez asked if there was a lot of opposition to Lantana Landing.

Chairwoman Izaguirre stated No.

Mr. Sanchez asked the petition that means exactly.

Mr. Cervantes stated they need a supermajority vote with the City Council so it will be four out of five votes required. Regardless of how you recommend today, a supermajority vote is required by the City Council based on the petition since they got more than 20%. So, if you have there been no petition and you recommend approval then a supermajority wouldn't be needed.

Mr. Sanchez stated So if they approve it, they're going to need a supermajority anyway to do it and if they deny it, they're going to need a supermajority to overturn whichever way you need four out of five votes.

Mr. Cervantes stated yes, but for future reference if you get a rezoning and you deny it without a petition the Council will need a supermajority to overturn.

Mr. Sanchez stated So whichever way we go, it's a supermajority.

Ms. Thompson stated the challenge is the rezoning and not having the ability to maintain. Think with the variance at least we were able to maintain these dimensions. The challenge here is that it's within an existing development. It's not a brand-new piece of land, you know that it already has existing folks that you know are used to things.

Mr. Sanchez stated he agreed. The reason he voted in favor last time was the argument that it was going to maintain the character of the neighborhood weighed heavily on him and that's there's promises that were being made. It's going to maintain the character. But again, there's no guarantee with the variance he was confined to those seven lots per tract.

Chairwoman Izaguirre stated Yes, she believed if they would have told the City Council why we voted that way they might have seen it.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to deny the rezoning request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:07 p.m.

Ended: 6:13 p.m.

Item #9

Conditional Use Permit:

**To allow a Home Occupation – Daycare in
A (R-1) Single Family Residential District
Being Lot 6, Block 5, East Side Addition Subdivision
900 Reynosa Street
R-1
Maria Del Carmen Salinas**

Mr. Cervantes stated the subject site is located at the southeast corner of Reynosa Street and Naranjo Avenue. Per Code of Ordinance, a home occupation requires the approval of a Conditional Use Permit by the City Council. The applicant is proposing a home occupation – daycare out of their residence. They plan to work directly with Alliance, which is a program funded by the government that helps provide child care for single parents. The proposed hours of operation are Monday – Friday from 7:00 am to 5:00 pm. Staff: 3 employees (*Note: Sec.1.56(1)(d) states: There shall be no more than one additional unrelated employee other than immediate members of the family residing on the premises.) Parking: The applicant is proposing 3 parking spaces. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (34) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use request subject to compliance with the following conditions: 1) 1 year permit to continue to assess this new home occupation; 2) Applicant to be limited to one (1) employee at a time, or must submit a petition

reflecting 90% of the property owners within 200 feet radius in favor of the variance to the number of employees allowed; 3) Compliance with Section 1.56-1 (Home Occupations) of the Zoning Ordinance; 4) Continued compliance with all City Codes (Building, Fire, Health, etc.); 5) Pick-up and Dropoff of children must be within the private property; 6) Acquire a business license; 7) CUP is not transferable to others; and 8) Hours of operation to be as follows: Monday – Friday from 7:00 am to 5:00 pm.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Mr. Juan Rodriguez and Mrs. Carmen Salinas is his wife; they have been married for 25 years and they are the new property owners. He stated they have applied to operate the children daycare. They plan to have 10 to 15 Children in the daycare and they believe they have the potential of caring for the children.

Ms. Jovita Garza resides at 821 Sonora Street, she asked If this property on Reynosa Street becomes a commercial property, will the properties close by become commercial too. If so, will you let me know.

Mr. Cervantes stated the zoning is single family residential and the plan is to keep the zoning single family residential. So basically, the family will live there, but they will also have a daycare. So, it's a business within the house but the family is supposed to live there. And then they have like a little family business, which is a daycare.

Ms. Garza stated yeah, but still it's a commercial property. It will turn into a commercial because it's a business.

Mr. Cervantes stated It's a side business that is allowed if the city council approves it but the zoning remains single family residential.

Ms. Garza asked Can anyone do that.

Mr. Cervantes stated Yes, if they go through the process and it's approved.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Thompson asked if there was a layout of a Floor plan.

Chairwoman Izaguirre stated it's on page 95.

Ms. Garza asked What age group they plan to have. She mentioned the applicant had stated they said 10 to 15 children. But she wants to know about how many employees they intend to hire.

Mr. Rodriguez stated it is a program the government had offered them. He doesn't know how many children but he believed they have the potential also the business is for single mothers only.

Ms. Garza asked the applicant from what age group they were going to have in the daycare.

Mr. Rodriguez stated they still don't know the age range but they are thought to be 3 to 6 years old but he will have the age group for the City Council meeting. He mentioned the state had wanted him to remodel the house and they would discuss the age group of the children but we can only have a certain number. We're not going to have a large number of employees.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:13 p.m.

Ended: 6:13 p.m.

Item #10

Conditional Use Permit: **To allow a Life and Health Insurance Agency –
Puga Insurance Agency, LLC, in a Neighborhood
Commercial (C-2) District, Being Lot 1,
Bannworth Business Center Subdivision
1821 N. Shary Road, Suite 1
C-2
Noe Puga**

Mr. Cervantes stated the proposed business is within the Bannworth Business Center located along the West side of Shary Road approximately 360 feet North of Village Drive. Pursuant to Section 1.42 (3)(d) of the City of Mission Code of Ordinances, a business establishment which performs services on the premises such as banks, loan companies, insurance and real estate requires the approval of a conditional use permit by the City Council. The applicant is leasing a 1,088.00 square foot suite for an insurance business that will be named "Puga Insurance Agency". The proposed hours of operation are as follows: Monday thru Friday from 8:00 am to 5:00 pm. Staff will be 4 employees. Parking: Due to the total of 1,088 square feet, a total of 7 parking spaces are required. There is a total of 62 parking spaces held in common for the commercial plaza. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out 19 legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties. Staff recommends approval of the conditional use permit request subject to compliance with the following conditions: 1) Approval for life of the use; 2) Must comply with all City Codes (Building, Fire, Health, etc.); 3) Hours of operation are Monday thru Friday from 8:00 am to 5:00 pm; 4) Must obtain a business license prior to occupancy; and 5) CUP is not transferable to others.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the conditional use permit request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:13 p.m.

Ended: 6:14 p.m.

Item #11

Conditional Use Permit:

**To allow the Manufacturing & Packaging
of Ice Cream and Pork Rinds
Being Lots 3-6, Block 175, Mission Original
Townsite Subdivision
204 W. Tom Landry Street
C-4
Ice Cream Man Place, Inc.**

Mr. Cervantes stated the applicant is requesting a new conditional use permit to continue to operate the manufacturing of ice cream and pork rinds at the subject property located at the Northeast corner of Tom Landry Street and Perkins Avenue. The business has been in operation at the subject property since 1994 when the owners were simply selling ice cream. For the manufacturing the owners obtained a conditional use permit in 2013 and has been renewed several times since then. In the year 2020, the applicant was granted a life of the use conditional use permit. Per the Code of Ordinance, a manufacturing facility in a General Business District requires a conditional use permit granted by the City Council. The previous conditional use permit was granted to Mr. Alberto Pascual. The business owners desire that the new conditional use permit be granted to the company named Ice Cream Man Place, Inc. The company is the distributor for Blue Bonnet Ice Cream in the Rio Grande Valley, and they manufacture Sandy Fruit products. The proposed hours of operation are Monday to Friday from 8:00 a.m. to 5:00 pm. Staff: 8 employees Parking: 6 parking spaces are provided within the private property. The Planning staff has not received any objections to the request from the surrounding property owners. Notices were mailed to 18 surrounding property owners. Staff recommends approval of the conditional use permit request subject to compliance with the following conditions: 1) Life of the use permit with the understanding that the conditional use permit could be revoked; 2) Must comply with all City codes (Building, Fire, Health, and Sign, etc.); 3) Acquisition of a business license is required; 4) Hours of operation are Monday to Friday from 8:00 a.m. to 5:00 p.m.; and 5) The conditional use permit is not transferable to others.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:14 p.m.

Ended: 6:16 p.m.

Item #12

Conditional Use Permit:

**The On–Site Consumption of Alcoholic Beverages
at an Event Center – Florence Events,
Being Lot 5, Northtown Unit No. 1 Subdivision
2722 N. Conway Avenue
C-3
Erica Veronica Perez**

Mr. Cervantes stated the site is located approximately 75 feet South of E. 28th Street along the East side of N. Conway Avenue, S.H. 107. Pursuant to Section 1.43 (3)(F) of the City of Mission Code of Ordinances, the on-site consumption of alcoholic beverages at an Event Center requires the approval of a conditional use permit by the City Council. The applicant is leasing a 2,250.00 square foot suite for an Event Center that will be named "Florence Events". Proposed activities: The venue features several types of events and private gatherings. The applicant is proposing for alcoholic beverages to be consumed at the establishment, but no alcoholic beverages are proposed to be sold at the venue. The applicant's background check for the proposed BYOB (bring your own beer) establishment shows no reportable records. The proposed hours of operation are as follows: Monday thru Sunday from 9:00 am to 12:00 am. Staff will be 1 employee. Parking: Due to the total of 80 proposed chairs, a total of 27 parking spaces are needed. There is a total of 41 parking spaces held in common for the plaza. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (23) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties. Staff recommends approval of the conditional use permit request subject to compliance with the following conditions: 1) Approval for 1 year to evaluate the operations; 2) Must comply with all City Codes (Building, Fire, Health, etc.); 3) Hours of operation are Monday thru Sunday from 9:00 am to 12:00 am; 4) Must comply with the noise ordinance; 5) Must obtain a business license prior to occupancy; 6) Maximum occupancy is 110 people; 7) Must have security cameras inside and outside with a minimum 30-day retention; 8) CUP is not transferable to others; and 9) Must comply with section 1.56(12) of the Zoning Ordinance.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Austin moved to approve the conditional use permit request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:16 p.m.

Ended: 6:17 p.m.

Item #13

Conditional Use Permit:

**A Drive- Thru Service Window for a Restaurant -
La Cocina de la Abuela Tere
Being the South 105' out of the West 180'
of the East 400' out of Lot 25-5, West Addition
to Sharyland Subdivision, and being Lot 1,
Block B, Cinco De Mayo Ranch Subdivision
1500 W. Griffin Parkway, Suite E,
C-3
Cocina de la Abuela Tere**

Mr. Cervantes stated the subject site is located at the Northwest corner of Wednesday Street and Griffin Parkway. Per Code of Ordinance, a drive-thru service window requires the approval of a Conditional Use Permit by the City Council. The applicant has been leasing a 2,628 square foot building, which includes a drive-thru service window, since December 2021. The location of the drive-thru service window provides enough stacking for at least three vehicles. Access to the site is provided off Wednesday Street via a 24' driveway. The applicant would like to continue utilizing the service window for her business. Hours of operation: Monday – Sunday from 7:00 am to 10:00 pm. Staff: 3 employees. Parking: There are a total of 30 seating spaces, which require 10 parking spaces ($30/3 = 10$). The site has 31 parking spaces that are held in common, thus meeting code. □ The last conditional use permit for the drive-thru service window for this location was approved on March 13, 2023 for a period of 2 years. The applicant shared that she was unable to renew the conditional use permit on time due to not being able to pay the application fee since business has been very slow and drive-thru not being used. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (17) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the conditional use permit request subject to compliance with the following conditions: 1) 1 year approval to continue to assess the business; 2) Continued compliance with all City Codes (Building, Fire, Health, etc.); 3) CUP is not transferable to others; and 4.) Hours of Operation: Monday to Sunday from 7:00 am to 10:00 pm.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thomson moved to close the public hearing. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the conditional use permit request. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:17 p.m.

Ended: 6:18 p.m.

Item #14

Conditional Use Permit

Renewal:

A Home Occupation –

Lucio Income Tax & Health Insurance Agency

Being Lot 12, Block 78, Mission

Original Townsite Subdivision

112 E. 5th Street

R-1

Jose Manuel Lucio III

Mr. Cervantes stated the subject site is located at the southwest corner of E. Rafael Ramirez Street (E. 5th Street) and Doherty Avenue. Per Code of Ordinance, a home occupation requires the approval of a Conditional Use Permit by the City Council. The applicant has been operating a home occupation from his home since October 31, 2024. He utilizes the living room and the one-car garage as an office setting. He remodeled the garage to serve as a reception and waiting area. Ninety percent of his clients are serviced virtually, and the remaining clients are seen in person by appointment only. The proposed hours of operation are Monday – Friday from 9:00 am to 5:00 pm. Staff: 2 employees, one living in the home. Parking: The driveway can accommodate one vehicle and the carport two more vehicles. The last conditional use permit for this home occupation was approved on July 22, 2024 for 1 year. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (23) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval for life of use with the understanding the permit can be revoked: 1) Life of the use permit approval with the understanding the permit can be revoked to due noncompliance; 2) Compliance with Section 1.56-1 (Home Occupations) of the Zoning Ordinance; 3) Continued compliance with all City Codes (Building, Fire, Sign codes, etc.); 4) CUP is not transferable to others; and 5) Hours of operation to be as follows: Monday – Friday from 9:00 am to 5:00 pm.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked the board if they had any other questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:18 p.m.

Ended: 6:19 p.m.

Item #15

**Conditional Use Permit
Renewal:**

**A Home Occupation – Our Mission Primary Home Care LLC
Being Lot 1 & The West 52' of Lot 2, Block 4,
Parkview No. 1 Subdivision
802 Pamela Drive
R-1
Arnoldo Morgan**

Mr. Cervantes stated the subject site is located at the southwest corner of Pamela Drive and Mayberry Road. Per Code of Ordinance, a home occupation requires the approval of a Conditional Use Permit by the City Council. The applicant has been operating a Personal Home Care Business for the elderly. The applicant hires personal care attendants to aid with daily living activities for individuals within the community and surrounding cities. Their services are provided at their clients' home not at their business, however the state requires them to have an office with a computer and a place to store their important documentation. The proposed days and hours of operation are Monday – Friday from 8:00 am to 5:00 pm. Staff: 2 employees, both living in the home. Parking: In 2024, they had a circular driveway, and now they have 6 parking stalls for the clients. The last conditional use permit approved for this home occupation was approved on July 22, 2024 for 1 year. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (14) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the request subject to compliance with the following conditions: 1) Life of the use permit approval with the understanding the permit can be revoked due to noncompliance; 2) Compliance with Section 1.56-1 (Home Occupations) of the Zoning Ordinance; 3) Continued compliance with all City Codes (Building, Fire, Sign codes, etc.); 4) CUP is not transferable to others; and 5) Hours of operation to be as follows: Monday – Friday from 8:00 am to 5:00 pm.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Ms. Rosie Morgan resides at 802 Pamela drive and the owner of Our mission primary home care and is asking for a continuum on the conditional use permit.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked the board if they had any other questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:19 p.m.

Ended: 6:21 p.m.

Item #16

Conditional Use Permit

Renewal:

To designate an area as a Mobile Food Park

Being the West ½ of Lots 7 & 8, Block 176,

Original Townsite of Mission Subdivision

307 W. Tom Landry

C-4

Roberto Gonzalez

Mr. Cervantes stated the subject site is located 75' West of N. Perkins Avenue along the northside of W. Tom Landry. Per Code of Ordinance, to designate an area as a mobile food park for operations of mobile food units require the approval of a Conditional Use Permit by the City Council. The applicant proposes to have a mobile food park to offer truck owners the opportunity to offer their products. The applicants propose to have 4 mobile food trucks, build a unisex-restroom, an office, and a 26' x 33' canopy for seating area. The seating area will have 4 picnic tables under the canopy in case anyone would like to dine in. Access to the site will be off W. Tom Landry. Each mobile food truck operator would still need to apply for their own CUP to operate within the mobile food park. The proposed days and hours of operation are Every day from 10:00 am to 12:00 am. Staff: 1 employee. Parking: Based on the site plan, there is a total of 24 seating spaces, which require 8 parking spaces and 3 for each mobile food unit for a total of 20 parking spaces. The applicant is proposing 13 parking spaces for the entire site and has secured a written agreement with the property owner from West Side Liquor Store to use his parking lot in case of any overflow. Staff notes that this property is located within the Mission Central Business District; thus exempt from parking requirements. A conditional use permit to designate an area as a mobile food park for operations of mobile food units for this location was approved on July 8, 2024 for 1 year. However, if the conditional use permit has not been used within one year after the date granted, the permit is automatically canceled. Therefore, they need to reapply. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (20) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval for life of use with the understanding the permit can be revoked: 1) 1 year permit approval to assess this new operation; 2) Compliance with Section 1.56-11 of the Zoning Ordinance; 3) Continued compliance with all City Codes (Building, Fire, Sign codes, etc.); 4) The restrooms must be in compliance with the American Disabilities Act; 5) Must acquire a business license prior to occupancy; 6) CUP is not transferable to others; 7) Hours of operation to be as follows: Every day from 10:00 am to 12:00 am; and 8) No noise from the establishment should be heard by the homes to the North.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked the board if they had any other questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the conditional use permit request. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:21 p.m.

Ended: 6:22 p.m.

Item #17

Conditional Use Permit

Renewal:

**The Sale & On-Site Consumption of Alcoholic
Beverages - Medelina's Restaurant
Being 1.08 acres of land, out of a portion of Lot 204,
John H. Shary Subdivision
2224 E. Business Highway 83
C-4
Medelina's Restaurant LLC
c/o Sandalio R. Garcia**

Mr. Cervantes stated the subject site is located at the southwest corner of Glenwood Avenue and East Business Highway 83. Per Code of Ordinance, the sale and on-site consumption of alcoholic beverages requires the approval of a Conditional Use Permit by the City Council. The applicant has been operating a First-Class Family Oriented Mexican Restaurant with top quality food since February 2023. The applicant would like to incorporate a mobile unit that is set in the back of the restaurant during evening hours in which he will offer cooked meats. He is proposing to continue offering alcoholic beverages with their meals in the restaurant and in the mobile unit. Access to the site is from 2 – 24' driveways off of Business Highway 83. The proposed days and hours of operation are Monday–Sunday from 7:00 am to 12:00 am. The restaurant will be open from 7:00 am to 3:00 pm and the Mobile Unit from 5:00 pm to 12:00 am. Staff: 16 employees in different shifts. Parking: There are a total of 84 seats in the restaurant, which require 28 parking spaces (84 seats/3= 28 parking spaces). It is noted that there are 36 parking spaces available that are shared with other businesses. Sale of Alcohol (Section 1.56-3): (3a) of the Zoning codes requires such uses to be at least 300' from the nearest residence, church, school or publicly owned property. There is a residential subdivision within the 300' radius, however P&Z and City Council have waived this requirement for similar businesses. Since the majority of the sales are food items, and there have been no police reports staff recommends approval of the permit renewal. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (24) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval for life of use with the understanding the permit can be revoked: 1) 1 year permit approval to continue to assess this restaurant; 2) Compliance with Section 1.56-3a of the Zoning Ordinance; 3) Continued compliance with all City Codes (Building, Fire, Sign codes, etc.); 4) Waiver of the 300' separation requirement from the residential neighborhood; 5) Compliance with

TABC requirements; 6) CUP is not transferable to others; 7) Hours of operation to be as follows: Monday – Sunday from 7:00 am to 12:00 am; and 8) Noise from the establishment must not be heard by the homes to the south.

Chairwoman Izaguirre asked if there was any input in favor or against the request.

Mr. Sandalio R. Garcia representing medelina's is asking if the Conditional Use Permit could be approved.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked the board if they had any other questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:22 p.m.

Ended: 6:24 p.m.

Item #18

Site Plan Approval:

**Construction of a chain convenience store and gas station
named CIRCLE K on the unrecorded Lot 1,
El Milagro Commercial Phase I Subdivision
I-1
Morris and Associates, Engineers, LLC**

Mr. Ramirez stated the site is a 1-lot development having double frontage to Anzalduas Hwy (S.H. 396) and E. Military Rd. (F.M. 1016). Currently, zoning for the property is (LI) Light Industrial District which is suitable for this type construction. The new development will include new internal curb and gutters, drainage, and utilities. The proposed structure meets all the zoning setback requirements. Proposed are 24 parking spaces (2 being handicapped) meeting the minimum number of paved, striped off-street parking spaces for this project. The site will include a main structure with a grand total of 5,200 square feet; a gas filling area with canopy for public use; a commercial filling station; and a certified automated truck scale. Landscaping is to comply with the City's regulations and code ordinances and a lighting plan has been reviewed so that nearby residential properties will not be affected. There will be one enclosed dumpster located within the site to be screened with a solid buffer and opaque gates. The applicant must comply with any and all other format findings. No more than two permanent signs shall be allowed on one lot, except those lots with double frontage, in which case a maximum of three permanent signs will be permitted with at least one sign on each frontage. Staff recommends approval of the Site Plan as submitted.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the site plan. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:24 p.m.

Ended: 6:24 p.m.

Item #19

Site Plan Approval:

**Construction of a chain retail automotive parts store named AUTOZONE
Being Lot 1, Block 4,
Taurus Estates No. 9 Subdivision Phase I
this site is located at 2113 W. Mile 3 Road
C-3
AutoZone, Inc.**

Mr. Ramirez stated the site is located at the Southeast corner of W. 3 Mile Road and N. Moorefield Rd. having double frontage with two access points: one from N. Moorefield Rd. and the other from the shared access driveway and common parking area to the East abutting the lot. Currently, zoning for the property is (C-3) General Business which is suitable for this type construction. This is an existing recorded subdivision which includes internal curb and gutters, drainage, and utilities. The proposed structure meets all the zoning setback requirements. The site will include 34 allocated parking spaces (2 being ADA spaces) meeting the minimum number of paved, striped off-street parking spaces required for this project. The additional parking stalls will be held in common and inclusive to the adjacent businesses. Proposed is a main structure with a grand total of 7,200 square feet which will include a concrete loading dock. Landscaping is to comply with the City's regulations and code ordinances and a lighting plan has been reviewed so that nearby residential properties will not be affected. There will be one enclosed dumpster located within the site to be screened with a solid buffer and opaque gates. No more than two permanent signs shall be allowed on one lot, except those lots with double frontage, in which case a maximum of three permanent signs will be permitted with at least one sign on each frontage. Staff recommends approval of the Site Plan as submitted.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the site plan. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:24 p.m.

Ended: 6:24 p.m.

Item #20

Plat Approval

Subject to conditions:

**The Grove on Moorefield Subdivision,
being a 11.34 – acre tract of land, more or less,
All of lot 12, New Caledonia subdivision Unit 1
R-1
Developer: CSL Construction and Development, Engineer
Engineer: M2 Engineering, PLLC**

Mr. Ramirez stated that the proposed The Groves at Moorefield Subdivision consists of 52 single-family residential lots and it is located along the East side of N. Moorefield Road approximately 500 feet South of Tiffany Drive. This project will be required to comply with all the land use and infrastructure planning requirements. The proposed subdivision is consistent with the surrounding single-family residential district area. Water (Interlocal Agreement) and Sewer services will be provided by the City of Mission. Storm water drainage requirements meet the current standard for a 50-year storm event. The required Capital Sewer Recovery Fees (\$200xlot), Park Fees (\$650xlot), Conveyance or Payment of Water Rights (\$3000xac.), and all other format findings will be complied with prior to the recording of the plat. The proposed Hill Crest Drive, a public street, will connect to the existing Hill Crest Drive in the Tabasco Subdivision to the North of this development. The proposed lots are in line with the required lot sizes for R-1 zoning. The average lot size measures 55 feet by 125 feet with an area of 6,875 square feet. Staff recommends approval of the Plat subject to conditions: Payment of Capital Sewer Recovery Fees, Payment Park Fees, Escrow cost to widen Moorefield Road, Conveyance or Payment of Water Rights, and approval of the infrastructure from the different City departments as per the approved construction plans.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the subdivision. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

ITEM#21

ADJOURNMENT

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to adjourn the meeting. Mr. Sanchez seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 6:26 p.m.

Diana Izaguirre, Chairwoman
Planning and Zoning Commission



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 6, 2025

PRESENTED BY: Xavier Cervantes, AICP, CPM, Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of a rezoning request from Agricultural Open Interim District ("AO-I") to General Business District ("C-3"), being 1.50 acres out of Lot 64, New Caledonia Unit No. 1 Subdivision, located at the Southeast corner of W. Mile 3 and La Homa Roads. Applicant: CEI Engineering Associates, Inc. and Murphy Oil USA, Inc. - Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 10, 2025 – Application for rezoning submitted for processing.
- July 25, 2025 – In accordance with State and local law notice of the required public hearings was mailed to all the property owners within a 200' radius of the subject tract and notice of hearings was published in the Progress Times.
- August 6, 2025 – Public hearing and consideration of the requested rezoning by the Planning and Zoning Commission.
- August 11, 2025 – Public hearing and consideration of the requested rezoning ordinance by the City Council.

Summary:

- The applicant is requesting to rezone the subject property from Agricultural Open Interim District ("AO-I") to General Business District ("C-3") for the proposed development of a Murphy Convenience Store with a Gas Station.
- The tract of land measures 233.68 feet along W. Mile 3 Road and 226.45 feet along La Homa Road.
- The surrounding zones are Agricultural Open Interim (A-OI) in all directions.
- The surrounding land uses are agricultural land to the north, south and east and the La Joya ISD East Academy and a Sharyland Water Supply Corporation Water Tower are both located to the west.
- The subject property is used as farmland.
- The Future Land Use Map shows the subject property as General Commercial. The requested zoning is in line with the future land use map designation for the property.
- Notices were mailed to 4 surrounding property owners. Planning staff has not received any phone calls from the surrounding property owners.

STAFF RECOMMENDATION:

Staff recommends approval to the rezoning request.

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

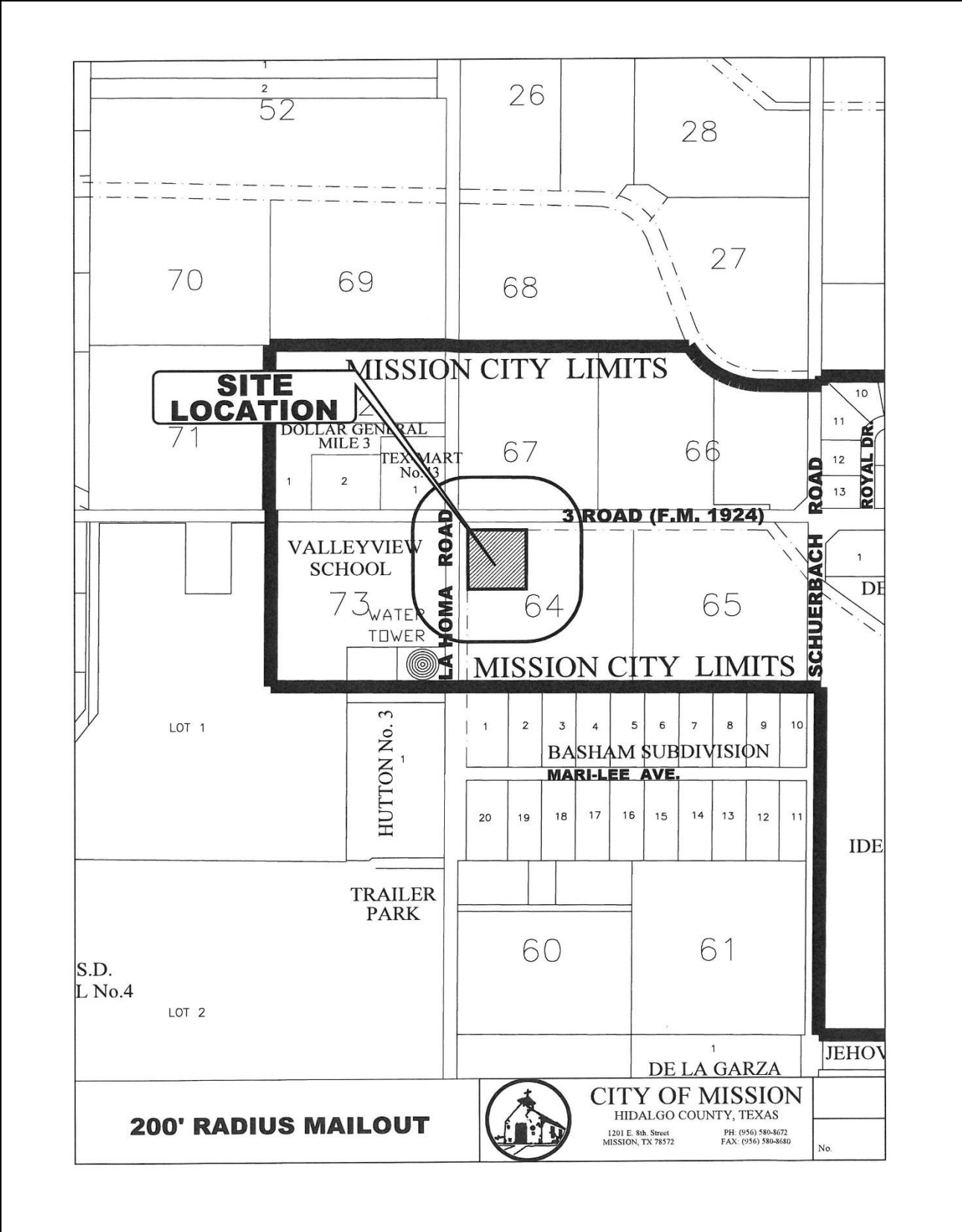
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_____ AYES

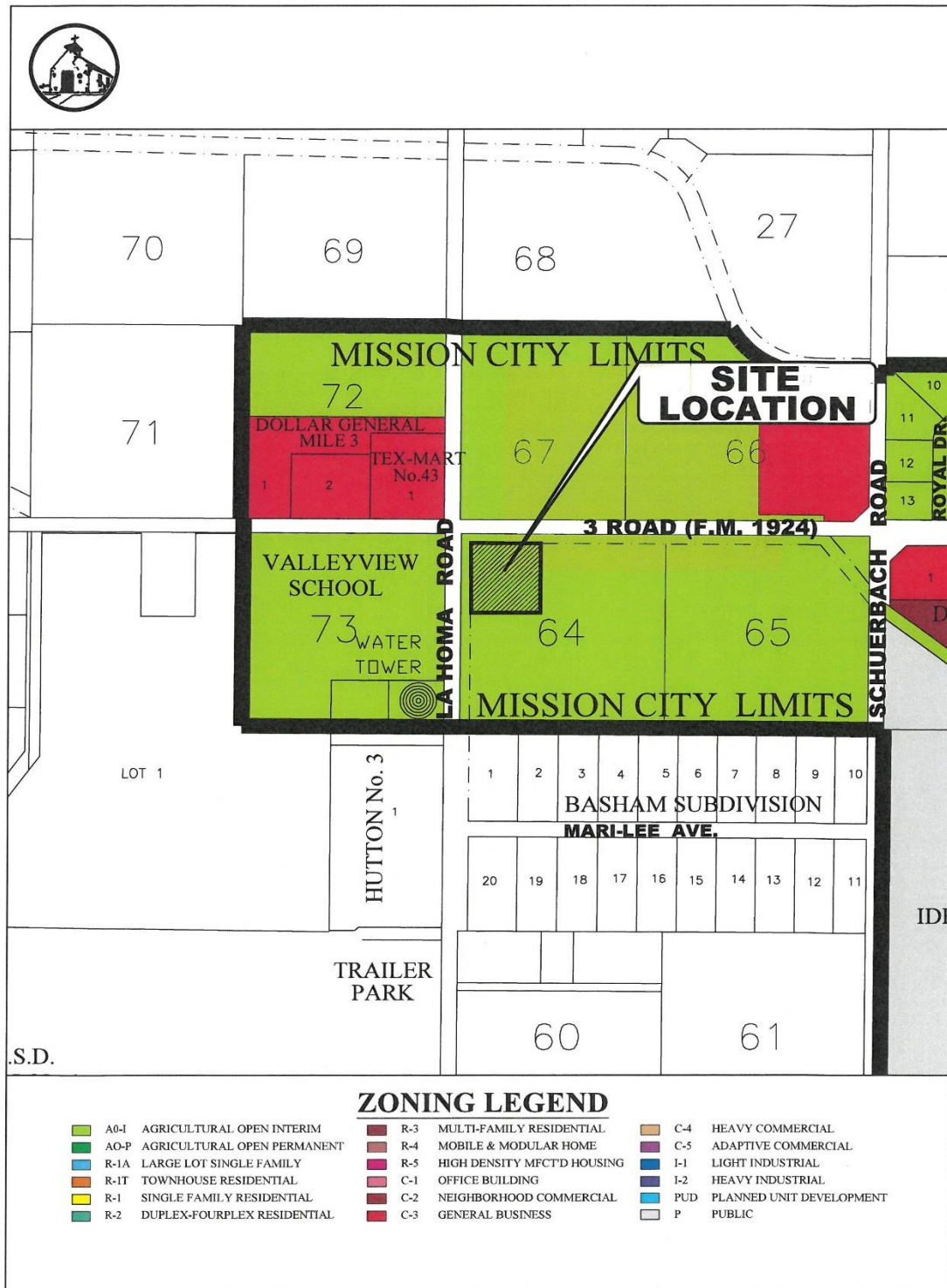
_____ NAYS

_____ DISSENTING _____

LEGAL NOTICE MAP



ZONING MAP



AERIAL



PROPERTY SURVEY

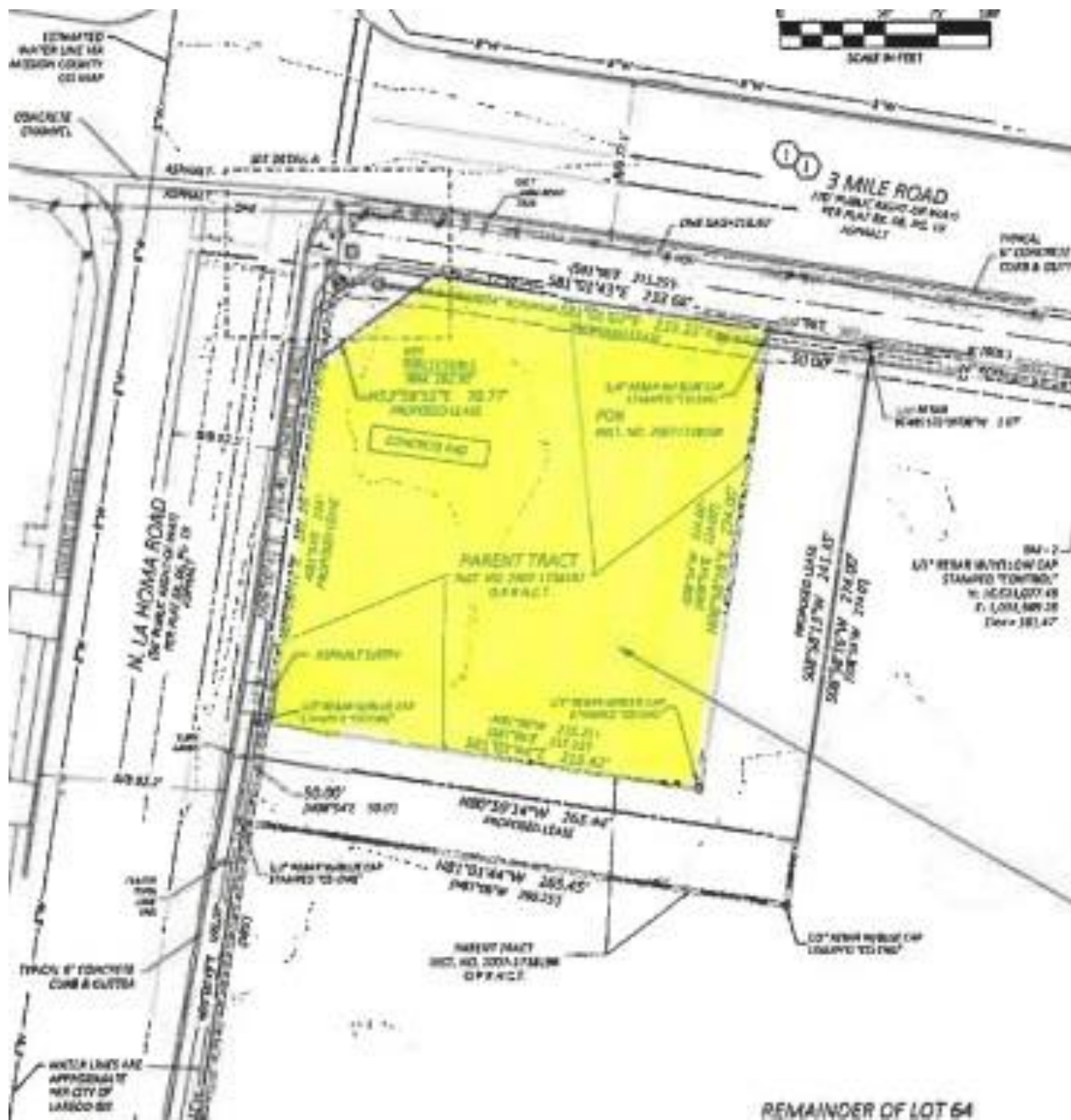
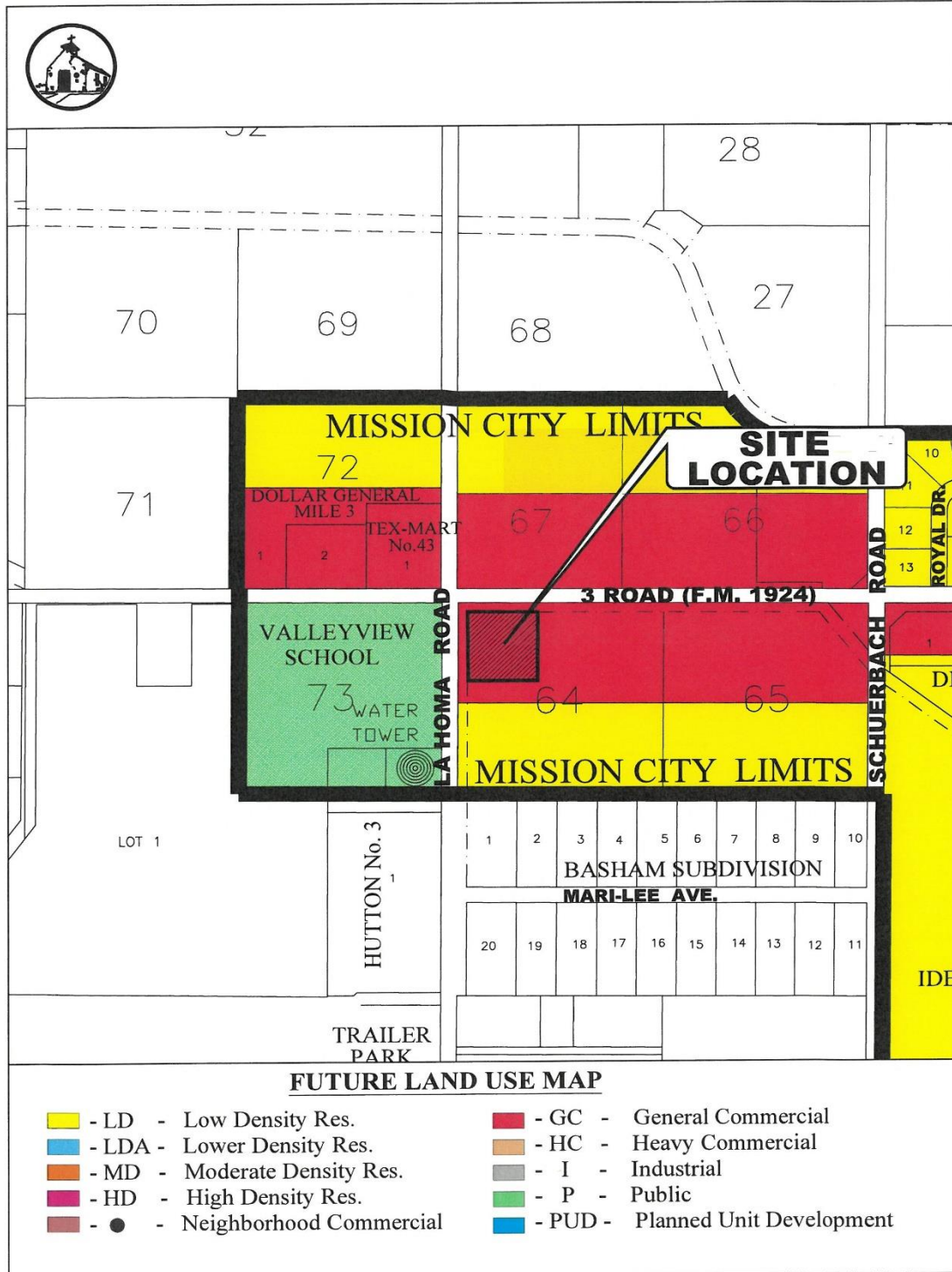


PHOTO OF THE PROPERTY



FUTURE LAND USE MAP



MAILOUT LIST

PROP_ID	file_as_na	addrDeliveryLine	addrCity	addrState	addrZip
244979	BURDETT SHERRI LEA BARNICK	PO BOX 50	MISSION	TX	78573-0001
609842	NNN REIT LP	450S ORANGE AVE STE 900	ORLANDO	FL	32801-3339
244971	P & L PARTNERS LLC	305A N SHARY RD	MISSION	TX	78572-2025
244988	LA JOYA INDEPENDENT SCHOOL DIST	PO BOX J	LA JOYA	TX	78560-0136



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 8, 2025

PRESENTED BY: Xavier Cervantes, Director of Planning

AGENDA ITEM: Conduct a Public hearing and consideration of a Conditional Use Permit to allow a convenience store and fuel station in a General Business (C-3) District – Murphy USA, being 1.50-acres out of Lot 64, New Caledonia Unit No. 1 Subdivision, located at the Southeast corner of W. Mile 3 and La Homa Roads. Applicant: CEI Engineering Associates, Inc. and Murphy Oil USA, Inc.- Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 10, 2025 – Application for Conditional Use Permit (“CUP”) submitted to the City.
- July 25, 2025 – In accordance with State and local law, notice of required public hearings was mailed to all property owners within 200 feet of the subject tract.
- August 06, 2025 - Public hearing and consideration of requested Conditional Use Permit by the Planning and Zoning Commission (P&Z).
- August 11, 2025 – Public hearing and consideration of the requested conditional use permit by the City Council.

Summary:

- The site is located at the Southeast corner of W. Mile 3 Road and La Homa Road.
- The site will include a 2,824 sq. foot building and 6 fuel pumps. Access to the proposed building would be via a 36-foot-wide driveway off La Homa Road and W. Mile 3 Road.
- Pursuant to Section 1.43 (3)(b) of the City of Mission Code of Ordinances, a gasoline service station or retail outlets where gasoline products are sold require the approval of a conditional use permit by the City Council.
- The proposed hours of operation are as follows: Monday – Sunday, 24Hours.
- The working staff will be 3 employees in different shifts.
- Parking: In reviewing the floor plan, there are 15 parking spaces.
- The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (4) legal notices to surrounding property owners.
- In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties.

STAFF RECOMMENDATION:

- Staff recommends Approval for Life of Use with the understanding that the permit can be revoked;
- Must apply for a building and sign permit
- Must comply with all City Codes (Building, Fire, Health, etc.);
- Must obtain a business license prior to occupancy; and

- CUP is not transferable to others.

RECORD OF VOTE:

APPROVED: _____

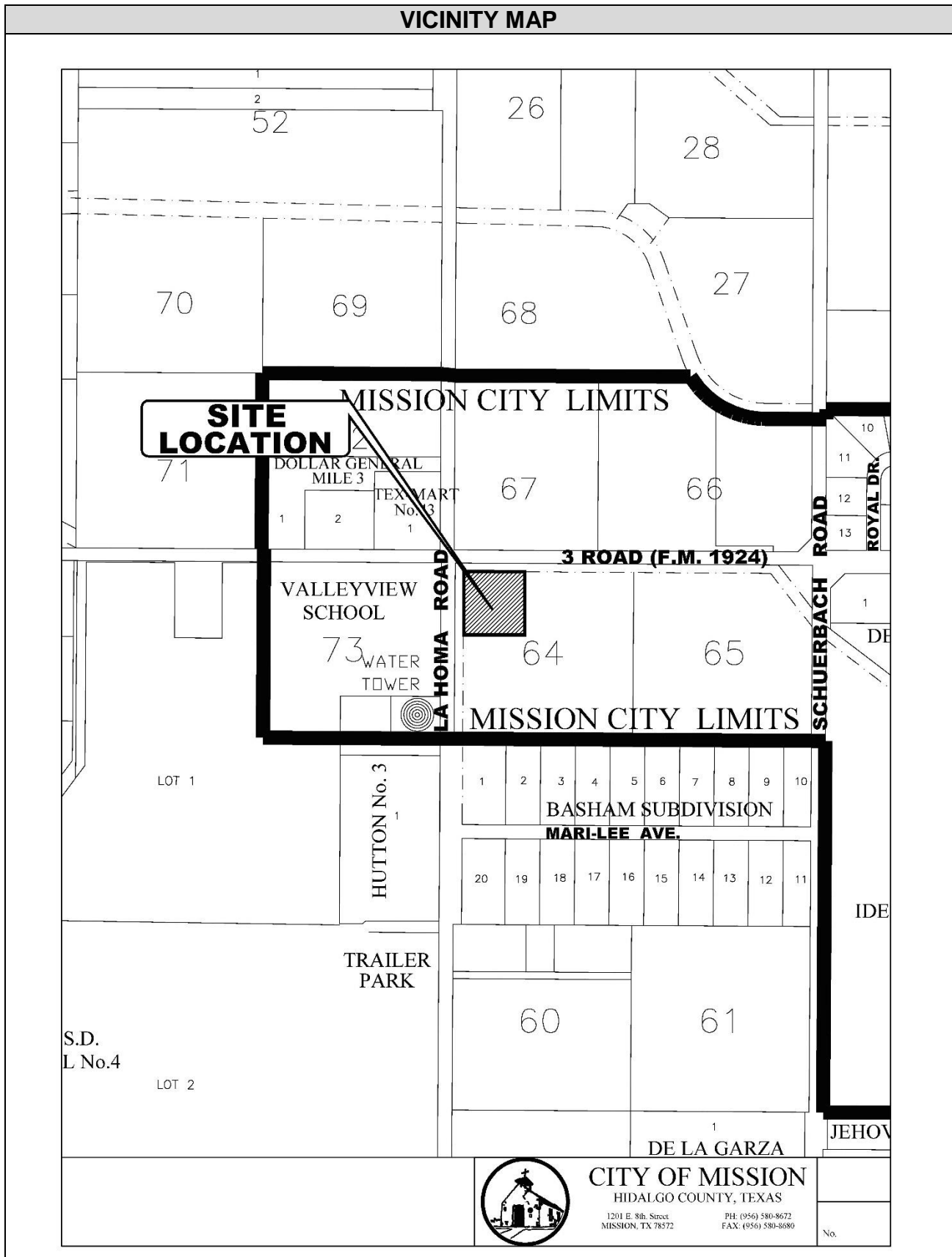
DISAPPROVED: _____

TABLED: _____

_____ AYES

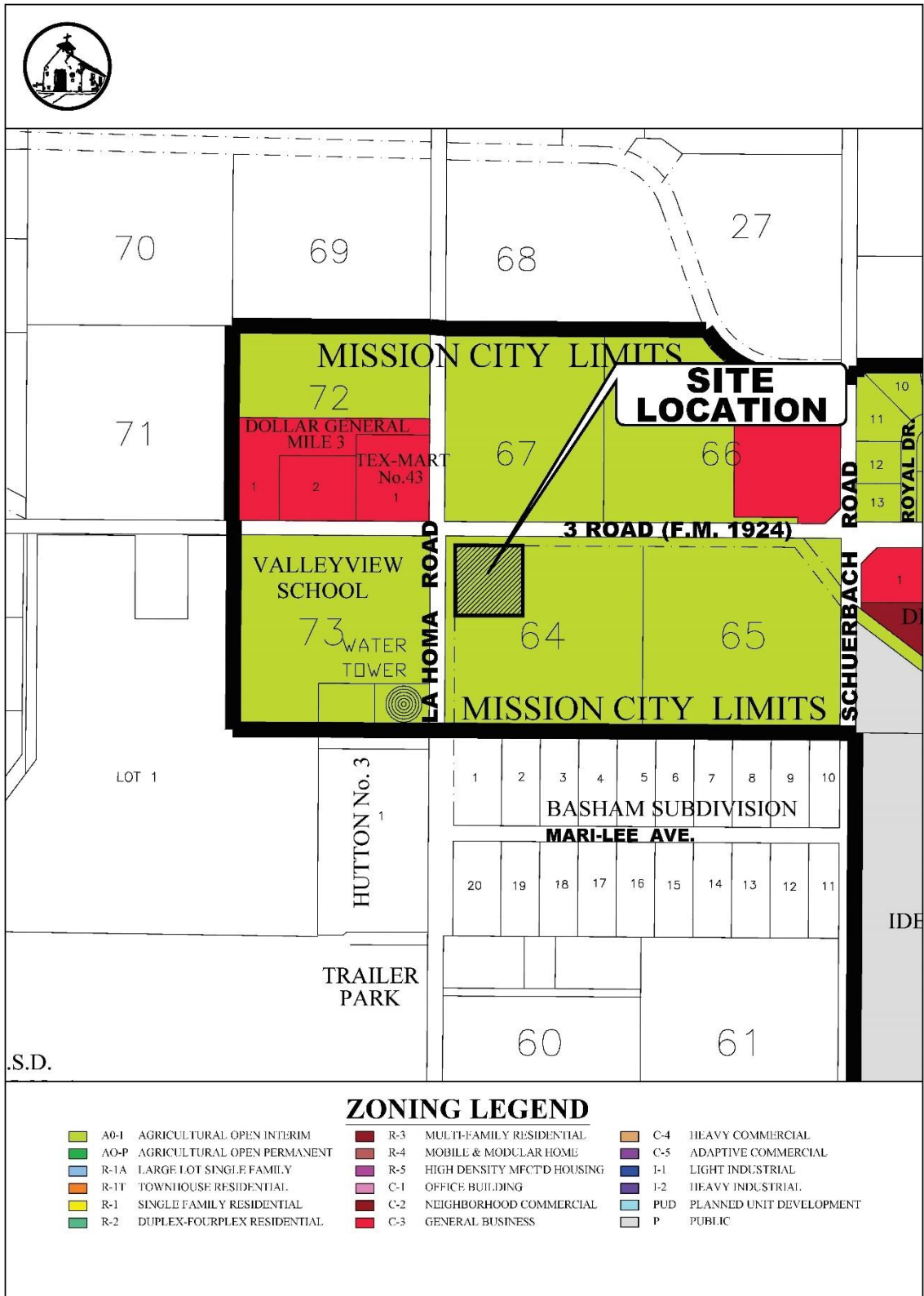
_____ NAYS

_____ DISSENTING _____



[illegible]

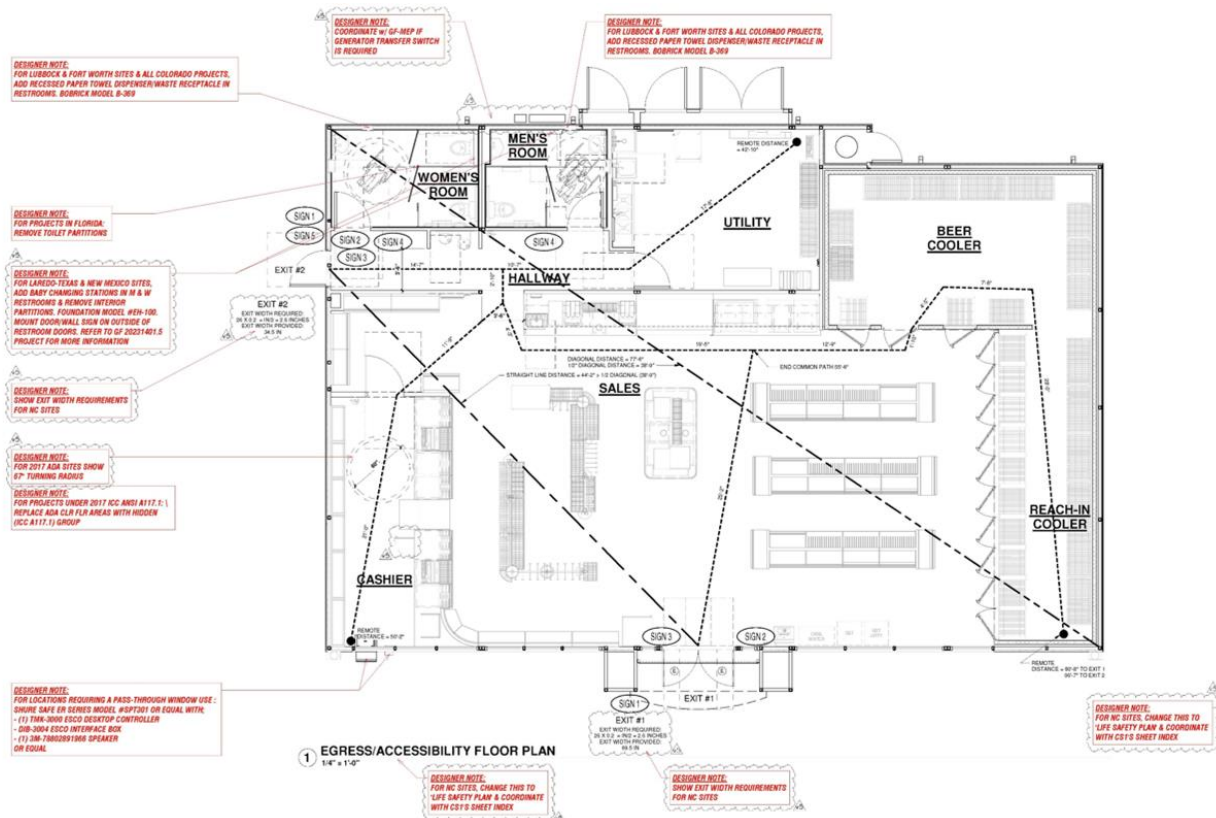
ZONING MAP



PICTURE



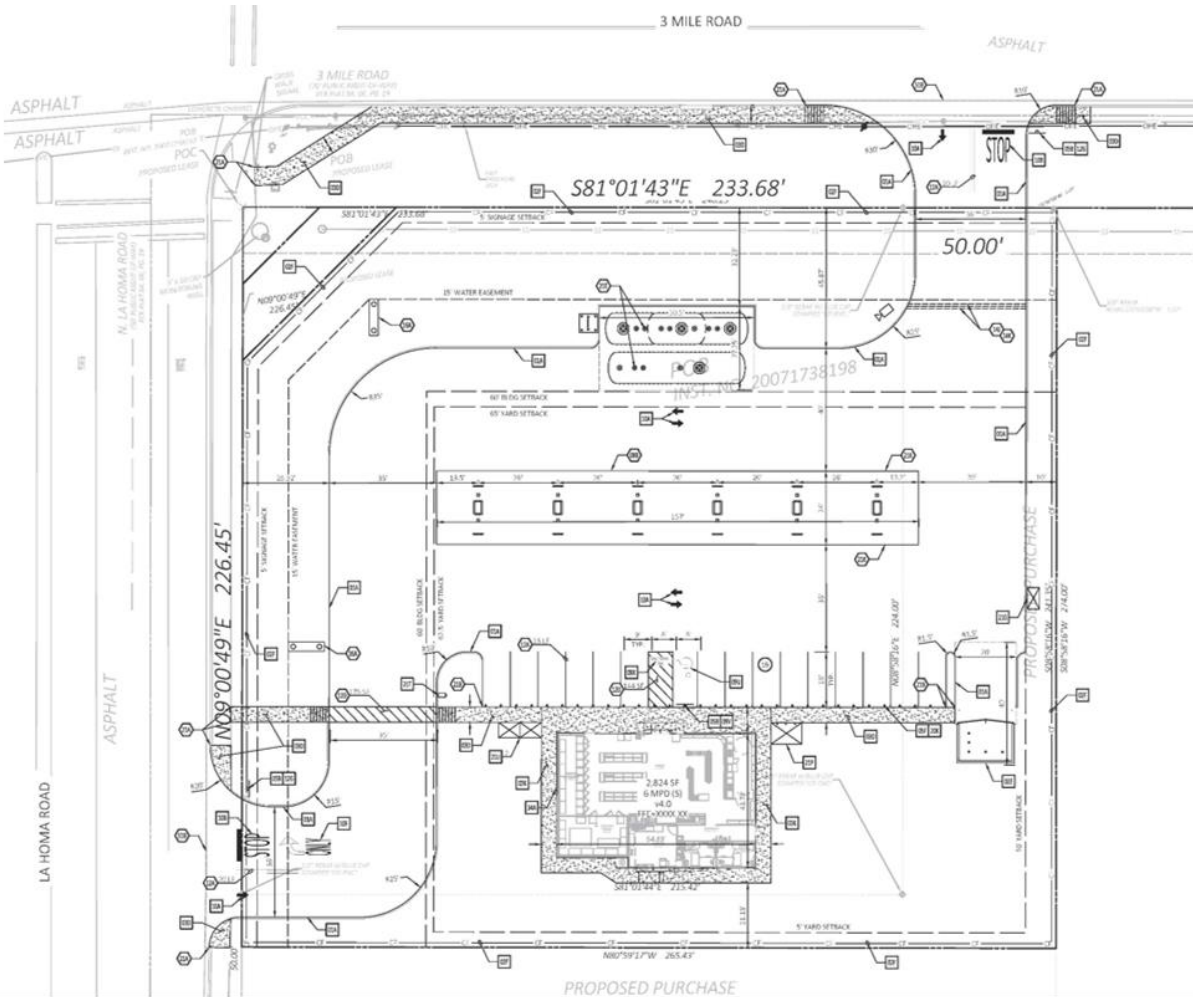
FLOOR PLAN



AERIAL



SITE PLAN



MAILOUT LIST

PROP_ID	file_as_na	addrDeliveryLine	addrCity	addrState	addrZip
244979	BURDETT SHERRI LEA BARNICK	PO BOX 50	MISSION	TX	78573-0001
609842	NNN REIT LP	450S ORANGE AVE STE 900	ORLANDO	FL	32801-3339
244971	P & L PARTNERS LLC	305A N SHARY RD	MISSION	TX	78572-2025
244988	LA JOYA INDEPENDENT SCHOOL DIST	PO BOX J	LA JOYA	TX	78560-0136



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 6, 2025

PRESENTED BY: Xavier Cervantes, AICP, CPM – Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit Renewal to keep three (3) portable buildings in a (P) Public Zoning District, being Lot 1, Nido De Aguila Subdivision, located at 915 W. Expressway 83, Applicant: Excellence in Leadership Academy - Cervantes

NATURE OF REQUEST:

Project Timeline:

- June 18, 2025 – Application for Conditional Use Permit (“CUP”) submitted to the City for processing.
- July 25, 2025 – In accordance with State and local law, notice of required public hearings was mailed to all property owners within 200 feet of the subject tract, and notice of public hearings was published in the Progress Times.
- August 6, 2025 – Public hearing and consideration of a Conditional Use Permit by the Planning and Zoning Commission.
- August 11, 2025 – Public hearing and consideration of a Conditional Use Permit by the City Council.

Summary:

- The subject site is located at the southwest corner of S. Olmo Street and the south side of U.S. Expressway 83 Frontage Road.
- Per Code of Ordinance, portable buildings require the approval of a Conditional Use Permit by the City Council.
- The applicant is requesting to keep (3) 24’ x 70’ portable buildings for Excellence in Leadership Academy a public charter school. As a public charter school, the funding is solely determined by student enrollment and attendance. Like many other schools, they experienced a significant decline in enrollment during the COVID-19 pandemic, which affected both revenues and long-term capital planning. The school currently has 167 students and uses the buildings as classrooms. The portable buildings accommodate 2 classrooms each for a total of 6, which will allow for 20 students per classroom. Access to the facility is available from Expressway 83 and South Olmo Street. Student drop-off will be located along the east side of the building.
- The proposed days and hours of operation are Monday–Friday from 8:00 am to 5:00 pm on regular days and during the summer 8:00 am to 12:00 pm
- Staff: 4 teachers
- Parking: The educational component of the church will operate during the non-church hours and utilize the existing 239 parking spaces on-site.
- The last conditional use permit for this location was approved on July 22, 2024 for 1 year, at which time the applicant would need to apply for a permit to construct a permanent structure at this location. The applicant is currently leasing the facility from the Luz para las Naciones Church. They plan to acquire land and build a permanent campus however; the pandemic delayed this timeline due to funding reductions. They are not requesting a permanent exemption, only time and flexibility to rebuild responsibly. Removing the portable buildings at this time would disrupt instruction and possibly require them to reduce enrollment as well.

- The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (44) legal notices to surrounding property owners.
- In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties.

STAFF RECOMMENDATION:

Staff recommends approval of the request subject to compliance with the following conditions:

1. 1-year permit to continue to assess this conditional use permit.
2. Continued compliance with all City Codes (Building, Fire, Sign codes, etc.).
3. CUP is not transferable to others
4. Hours of operation to be as follows: Monday – Friday from 8:00 am to 5:00 pm for Regular Days & 8:00 am to 12:00 pm during the summer

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

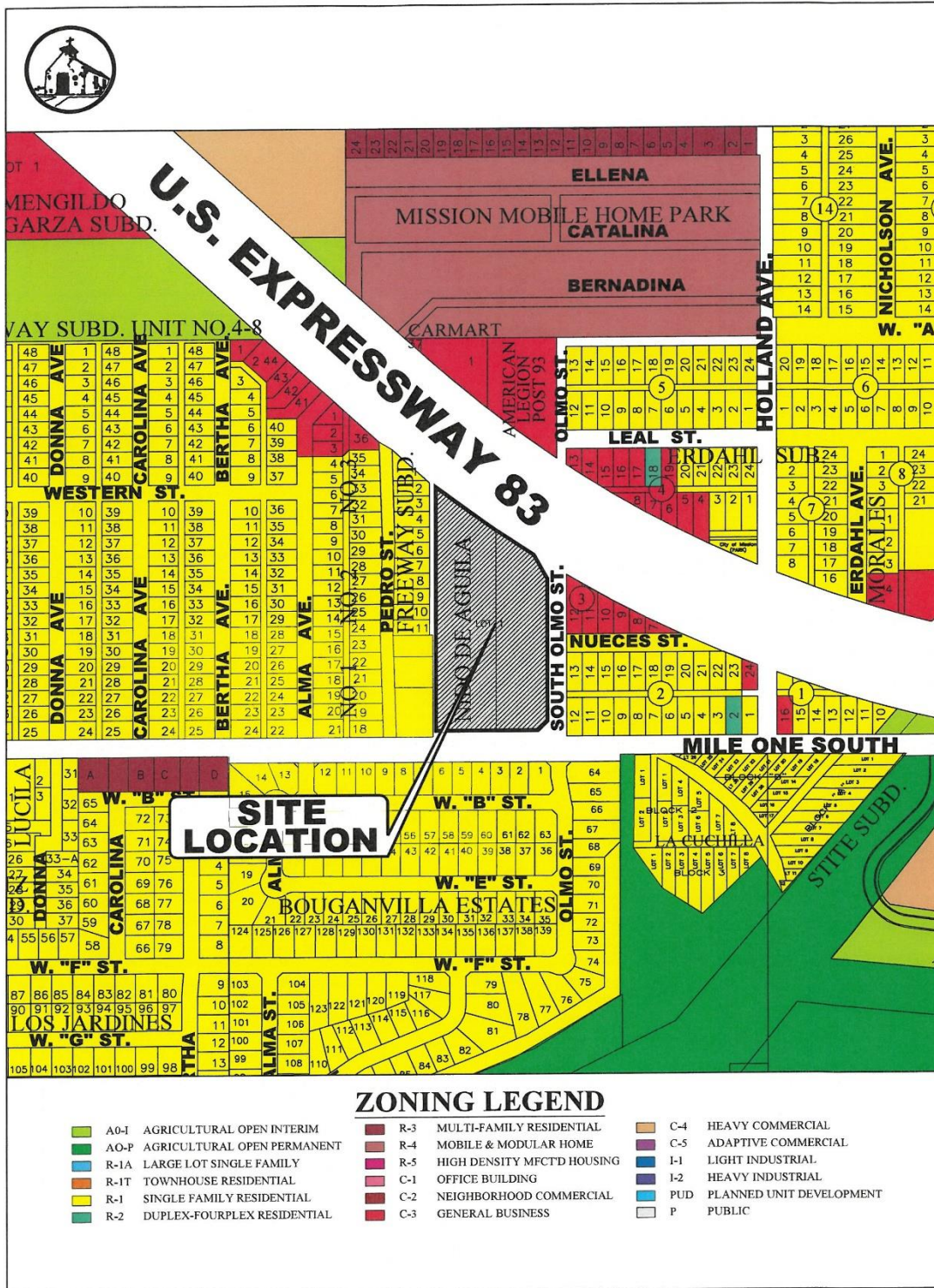
_____ NAYS

_____ DISSENTING _____

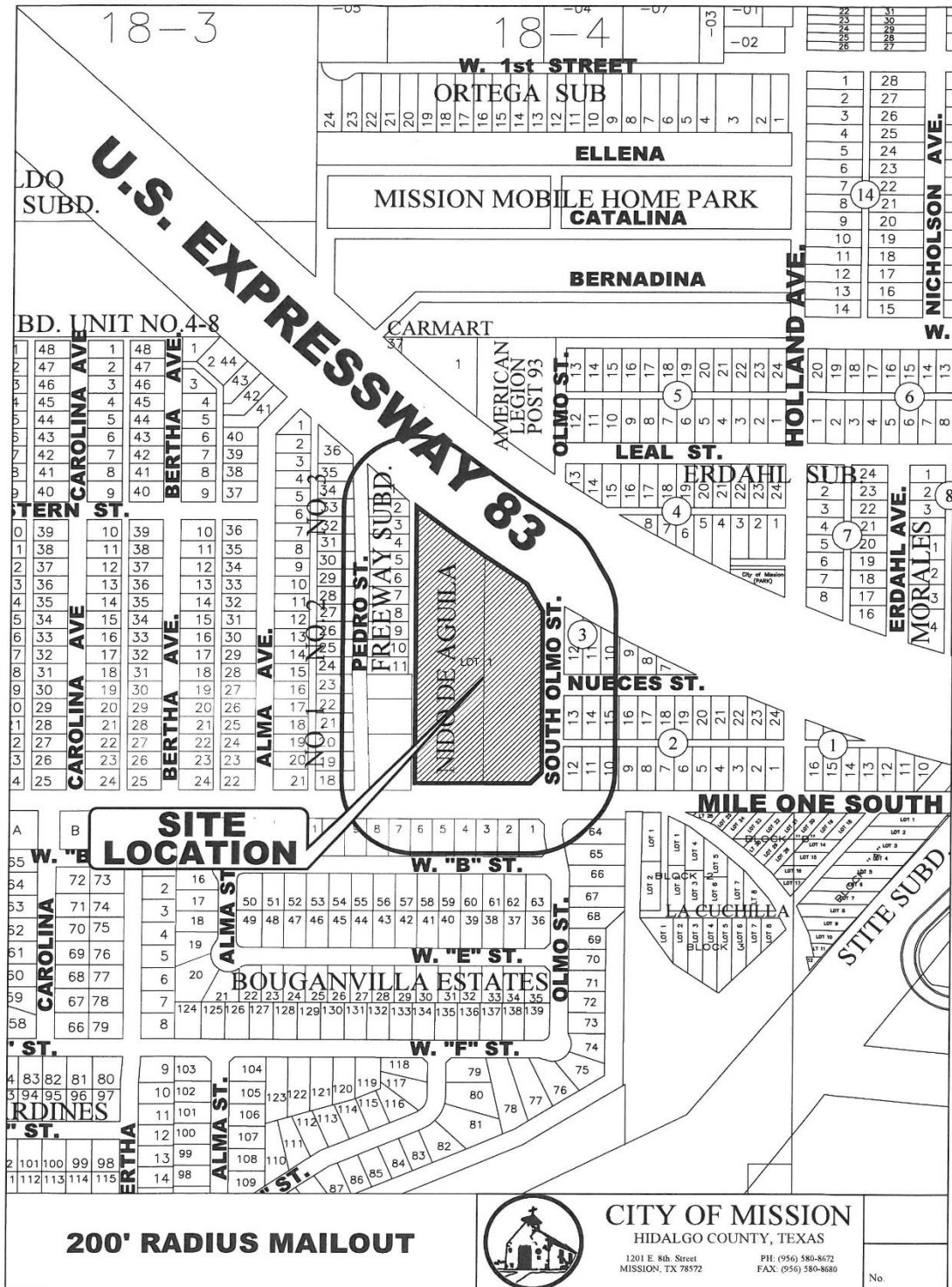
ARIEL MAP



ZONING MAP



ATTACHMENTS



ATTACHMENTS



ATTACHMENTS



ATTACHMENTS

RECEIVED
JUL 16 2025

To: Mission City Hall, City Council Chambers
 From: Excellence in Leadership Academy Board of Directors and Administration
 Re: Request for Permit Renewal for Portable Buildings – Excellence in Leadership Academy
 Date: 07/16/2025

I. Introduction

On behalf of the Board of Directors and Administration of Excellence in Leadership Academy, I want to express our sincere appreciation for your continued support of our school and the students and families we serve in the Mission community. We are a tuition-free public charter school committed to academic excellence, character development, and cultivating future leaders.

II. Current Use of Portable Buildings

Our campus currently includes three portable buildings which are being used for direct instruction. These buildings serve 19 sixth graders, 19 seventh graders, and 20 eighth graders. Additionally, they house our Art program and CTE (Career and Technical Education) classroom. These structures are vital to maintaining appropriate class sizes, supporting elective offerings, and providing a secure, age-appropriate separation between middle and elementary school students on campus.

III. Purpose of Request

We respectfully request continued permitting of our portable buildings. As a public charter school, our funding is solely determined by student enrollment and attendance. Like many schools, we experienced a significant decline during the COVID-19 pandemic, which affected both enrollment and long-term capital planning. Though we are now steadily recovering, we remain in a phase of fiscal rebuilding and student reengagement. These portable classrooms provide a flexible, cost-effective solution that supports our current growth without compromising academic quality or campus safety.

IV. Educational, Safety, and Community Benefits

The portable buildings directly support our model of small learning communities, which research shows improve student engagement and achievement. They also enhance campus safety by providing clearly defined zones for different age groups.

Beyond the classroom, Excellence in Leadership Academy is deeply embedded in the Mission community. We host open-to-public family events, partner with local organizations for service learning, and prepare our students to transition into Mission Collegiate, Mission

ATTACHMENTS

High School, and Veterans Memorial High School. Many of our graduates return to this community to give back and lead.

We are also committed to compliance. All portable structures meet applicable safety, ADA, and fire code requirements, and we conduct regular inspections to ensure they remain secure and functional. Recently, we've made HVAC upgrades and reinforced infrastructure to maintain a safe learning environment.

V. Financial Considerations and Long-Term Planning

At this time, we lease our facility from Luz para las Naciones. Plans to acquire land and build a permanent campus are still a core goal, but the pandemic delayed this timeline due to funding reductions. We are actively pursuing grants and partnerships to make that vision a reality.

We are not requesting a permanent exemption, only time and flexibility to rebuild responsibly. Removing these portables at this stage would disrupt instruction and possibly require us to reduce enrollment, affecting families who have entrusted us with their children's education.

We would be glad to provide regular updates on our facility development efforts and timeline as we move forward. Your continued support now will ensure that we can reach that goal with minimal disruption to students.

VI. Conclusion

Thank you for considering our request. These portable buildings are a temporary but essential solution in our school's development. Excellence in Leadership Academy is committed to the families of Mission, and with your support, we will continue to provide a safe, academically rigorous, and values-driven education.

As Job 8:7 reminds us, "And though your beginning was small, your latter days will be very great." We believe in that promise, and with the City Council's partnership, we will continue our growth and serve the city of Mission with excellence.

Respectfully,

Excellence in Leadership Academy Board of Directors and Administration

MAILOUT LIST

PROP_ID	file_as_na	addrDeliveryLine	addrCity	addrState	addrZip
175947	VASQUEZ ALBERTO S & MARIA P	207 S PEDRO RD	MISSION	TX	78572-6148
684695	ELIZONDO ANA KAREN & MIGUEL ANGEL MENDOZA ADAME	1307 W RAY CIR	MISSION	TX	78572-7225
684693	TAMEZ RUBEN JR & YOLANDA OLIVARES	902 W B ST	MISSION	TX	78572-6177
684694	FRANCO RODOLFO JR & LIZET BERMEJO	904 W B ST	MISSION	TX	78572-6177
684697	ARCENALES ALI OMAR & LAURA I MORA	1002 WEST B ST	MISSION	TX	78572-6164
684689	BALDERAS OBED & SELENE RANGEL	1300 S PALM DR APT 4	PHARR	TX	78577-5764
684696	DOMINGUEZ ROBERTO & TANIA S SANCHEZ HERNANDEZ	1000 W B ST	MISSION	TX	78572-6164
684698	CANTU HERNAN A	1004 W B ST	MISSION	TX	78572-6164
684699	GAYTAN YOLANDA & CARLOS C PLATA	1006 W B ST	MISSION	TX	78572-6164
684700	GARCIA JESUS GONZALEZ	1008 W B ST	MISSION	TX	78572-6164
613791	LUZ PARA LAS NACIONES	915 W EXPRESSWAY 83	MISSION	TX	78572-6133
175941	RIVERA ROSALINDA	310 S PEDRO RD	MISSION	TX	78572-6143
175943	VILLARREAL MARIA ELOISA	304 S PEDRO RD	MISSION	TX	78572-6143
175929	GONZALEZ CONSTANTINO & MARIA	1004 S MILE RD	MISSION	TX	78572-6134
175931	CONTRERAS FRANCISCO	316 S PEDRO RD	MISSION	TX	78572-6143
175939	CAVAZOS OMAR & TERESA	720 N 15TH ST	MCALLEN	TX	78501-4714
175940	TREVINO EDUARDO & JUVENTINO	2312 NORMA DR	MISSION	TX	78574-9756
175932	CONTRERAS FRANCISCO	316 S PEDRO RD	MISSION	TX	78572-6143
175933	AGUIRRE RAFAEL S	206 S PEDRO RD	MISSION	TX	78572-6100
175950	PLATA GILBERTO & FLORESTELA	300 S PEDRO RD	MISSION	TX	78572-6143
175951	DE LEON ABEL & STEPHANIE	210 S PEDRO ST	MISSION	TX	78572-6100
175952	BRAVO CAROLINA	208 PEDRO ST	PHARR	TX	78577
175953	BRAVO MARIA C AGUIRRE & NYDIA AGUIRRE TIJERINA	206 S PEDRO ST	MISSION	TX	78572-6100
175954	CONTRERAS VICKI ET AL	416 BRIARWAY ST	MISSION	TX	78574-2302
175946	LEAL YOLANDA	203 S PEDRO RD	MISSION	TX	78572-6148
175928	GONZALEZ CONSTANTINO & MARIA	1004 S MILE RD	MISSION	TX	78572-6134
175930	CONTRERAS FRANCISCO & ROSA	316 S PEDRO RD	MISSION	TX	78572-6143
175949	VASQUEZ ALBERTO & MARIA DEL ROSARIO PEREZ VASQUEZ	207 S PEDRO ST	MISSION	TX	78572-6148
170914	LUZ PARA LAS NACIONES INC	915 W EXPRESSWAY 83	MISSION	TX	78572-6133
170915	GONZALEZ HIGINIO JR	3488 SHERWOOD DR	ORANGE	TX	77632-6806
170916	GONZALEZ HIGINIO JR	3488 SHERWOOD DR	ORANGE	TX	77632-6806
175936	ACOSTA AGAPITO & ILDA	305 S PEDRO RD	MISSION	TX	78572-6144
175937	FLORES OVIDIO ALEJANDRO	307 S PEDRO	MISSION	TX	78572-6144
175938	MARTINEZ ROBERTO & MARIA DE ROSARIO	309 S PEDRO RD	MISSION	TX	78572-6144
170913	GONZALEZ TEOFILO	904 S RD	MISSION	TX	78572
316632	BUZO LARRY & CLAUDIA ACOSTA	305 S PEDRO RD	MISSION	TX	78572-6144
316633	JOSEPH SYLVIA	1504 DOLORES DEL RIO AVE	MISSION	TX	78572
316637	CONTRERAS ESMERALDA	1002 S MILE ONE RD	MISSION	TX	78572
170912	DE LEON ARTURO AGUIRRE	206 S PEDRO RD	MISSION	TX	78572-6100
0		<Null>	<Null>	<Null>	
684756	GARCIA MATEO & CYNTHIA Y	403 OLMO ST	MISSION	TX	78572-6162
684755	PENA EDUARDO J LOPEZ & ALICIA SALAS	401 OLMO ST	MISSION	TX	78572-6162
170911	ACEVEDO MARIA ELENA	820 S MILE RD	MISSION	TX	78572-6157
175934	GARZA ANZELMO	303 S PEDRO RD	MISSION	TX	78572-6144
20829582	GUSVORI LLC	819 W EXPRESSWAY 83	MISSION	TX	78572-6149



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 6, 2025

PRESENTED BY: Xavier Cervantes, AICP, CPM – Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit Renewal for the Sale & On-Site Consumption of Alcoholic Beverages – Moon Restaurant Mixology in a property zoned General Business (C-3) District, being Lot 11, Block 3, Shary Gardens Subdivision, located at 1603 E. Griffin Parkway. Applicant: American Restaurants, LLC c/o Lourdes Lerma – Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 10, 2025 – Application for a Conditional Use Permit (“CUP”) submitted to the City.
- July 25, 2025 – Following State and local law, notice of the required public hearings mailed to all property owners within 200 feet of the subject tract.
- August 6, 2025 – Public hearing and consideration of the requested Conditional Use Permit by the Planning and Zoning Commission (P&Z).
- August 11, 2025 – Public hearing and consideration of the requested Conditional Use Permit by the City Council.

Summary:

- The subject site is located at 1603 E. Griffin Parkway 83 within the Shary Gardens Commercial Plaza.
- Per the Code of Ordinance, the Sale & On-Site Consumption of Alcoholic Beverages requires the approval of a Conditional Use Permit by the City Council.
- This business has been in operation since August 2024 and has a bar component. According to the applicant, 70 percent of the total sales are food related, and 30 percent are alcoholic beverages related.
- The hours of operation are as follows: Monday thru Tuesday from 4:00 p.m. to 12 a.m., Wednesday thru Saturday from 4:00 p.m. to 2:00 a.m. and Sundays from 10:00 a.m. to 12:00 a.m.
- Staff: 18 employees in different shifts
- Parking: There are a total of 170 seating spaces available, which require 57 parking spaces. It is noted that the parking is held in common and there are 119 parking spaces that are shared with the other businesses within the commercial plaza.
- The business is in compliance with Chapter 6, Section 6-4 of the code of ordinances which requires that no alcoholic beverages be sold within 300’ of a church, public or private school, or public hospital.
- There is a residential subdivision within 300 feet, however P&Z and City Council have waved this separation requirement in previous conditional use permits.
- The last conditional use permit use approved for this location was on August 26, 2024 for a period of one (1) year.

- The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (22) legal notices to the surrounding property owners.
- In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties.

STAFF RECOMMENDATION:

Staff recommends approval with the conditions below:

1. Permit for two (2) years to continue to assess this business.
2. Continued compliance with all City Codes (Building, Fire, Health, etc.)
3. Waiver of the 300' separation requirement from the residential homes.
4. Continued compliance with TABC requirements.
5. CUP is not transferable to others.
6. Must have security cameras inside and outside with a minimum 30-day retention.
7. Must comply with the noise ordinance.
8. Maximum occupancy to be 200 people at all times.
9. Hours of operation: Monday thru Tuesday from 4:00 p.m. to 12 a.m., Wednesday thru Saturday from 4:00 p.m. to 2:00 a.m. and Sundays from 10:00 a.m. to 12:00 a.m.

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

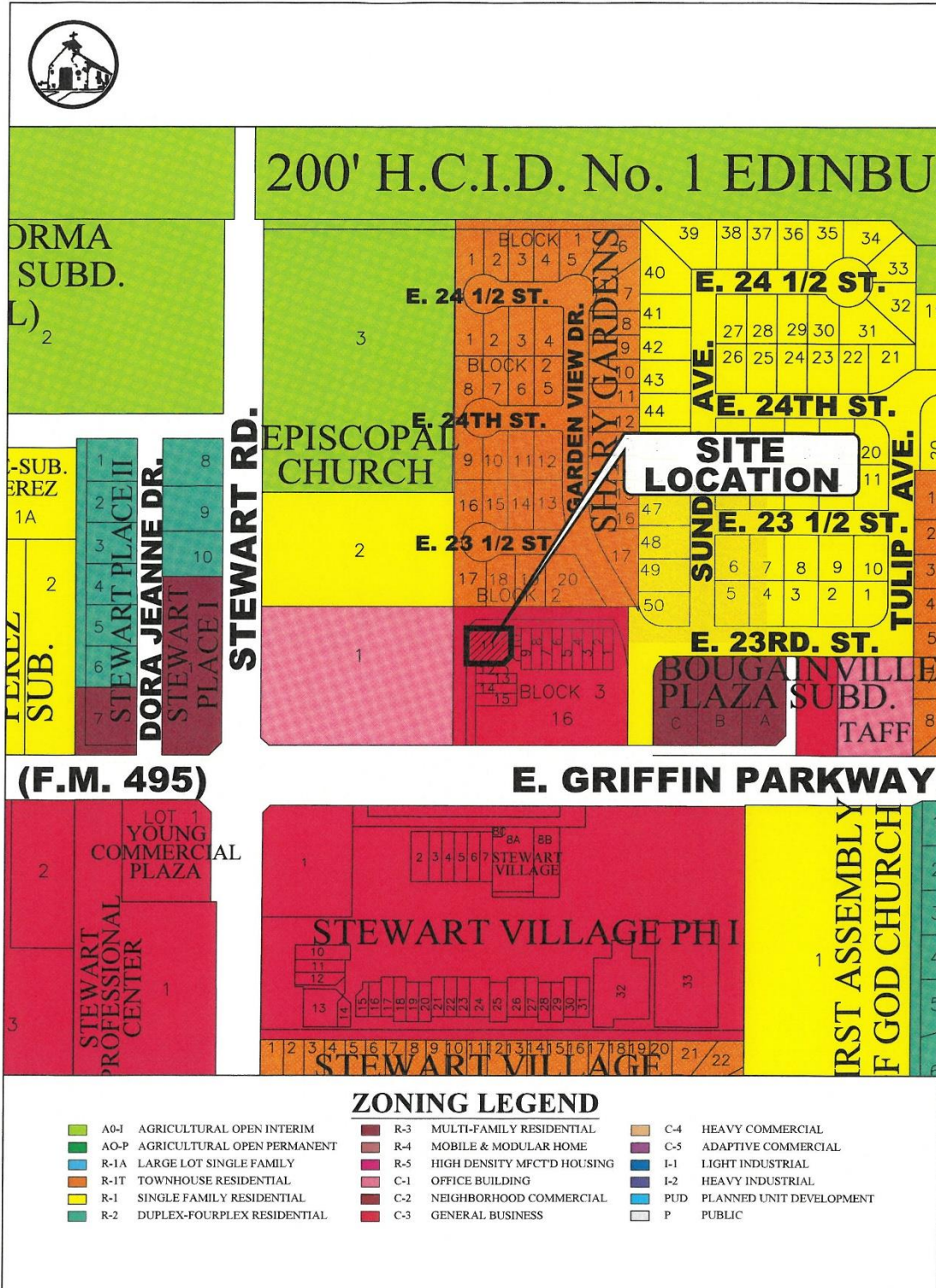
_____ NAYS

_____ DISSENTING _____

AERIAL MAP



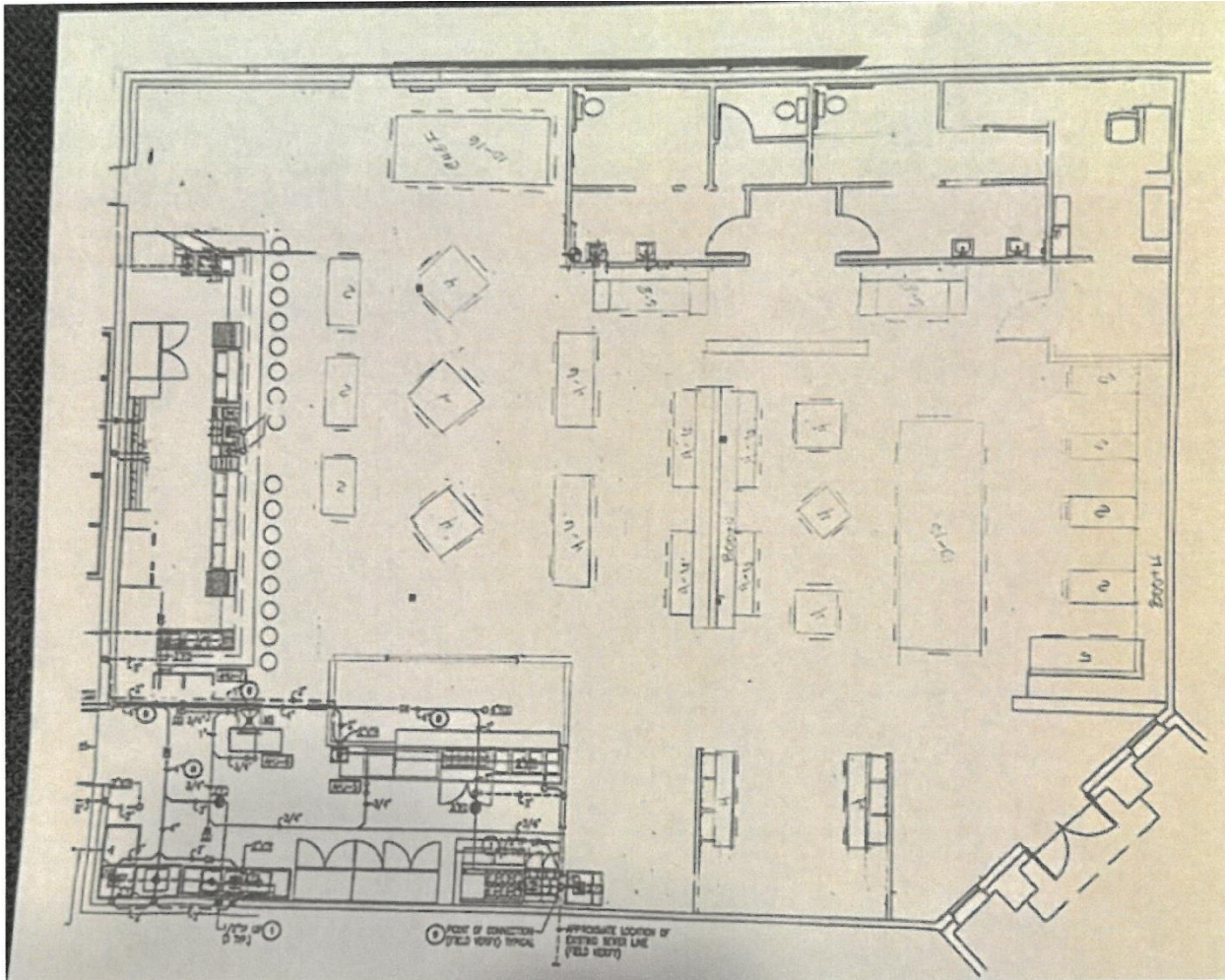
ZONING MAP



LEGAL NOTICE MAP



FLOOR PLAN



EXTERIOR PHOTO



INTERIOR PHOTO



INTERIOR PHOTO



INTERIOR PHOTO



MAILOUT LIST

PROP_ID	file_as_na	addrDeliveryLine	addrCity	addrState	addrZip
682920	EPISCOPAL CHURCH CORP	PO BOX 6885	SAN ANTONIO	TX	78209-0885
682921	EPISCOPAL CHURCH CORP	PO BOX 6885	SAN ANTONIO	TX	78209-0885
574179	MARTINEZ LYDIA R	4422 N STEWART RD	PALMHURST	TX	78573-8225
574176	BLUE KARAT LP	6916 N PEKING ST	MCALLEN	TX	78504-1905
574177	MAXLER INVESTMENTS LLC	2426 E 21ST ST	MISSION	TX	78572-3391
574171	CANO FAMILY LIMITED PARTNERSHIP	3007 LAS COLINAS LN	MISSION	TX	78574-2298
574172	CANO FAMILY LIMITED PARTNERSHIP	3007 LAS COLINAS LN	MISSION	TX	78574-2298
574185	MAXLER INVESTMENTS LLC	2426 E 21ST ST	MISSION	TX	78572-3391
574184	MAXLER INVESTMENTS LLC	2426 E 21ST ST	MISSION	TX	78572-3391
574169	GUTIERREZ ELOY JR & CLEMENTINA	1610 E 23RD 1/2 ST	MISSION	TX	78574-7942
574175	BLUE KARAT LP	6916 N PEKING ST	MCALLEN	TX	78504-1905
574182	LEAL CARLOS G JR	PO BOX 631	MISSION	TX	78573-0011
574166	ELLISON SHARON G	1604 E 23RD 1/2 ST	MISSION	TX	78574-7942
574167	GONZALEZ ELIAS A	1606 E 23RD 1/2 ST	MISSION	TX	78574-7942
574183	MAXLER INVESTMENTS LLC	2426 E 21ST ST	MISSION	TX	78572-3391
574163	DAVIS CLIFTON E & MARIA E	1609 E 23RD 1/2 ST	MISSION	TX	78574-7917
574168	AREVALO JAMES BRIAN	1608 E 23RD 1/2 ST	MISSION	TX	78574-7942
574165	MINTON MARK & VERONICA	1605 E 23RD 1/2 ST	MISSION	TX	78574-7917
574180	MAXLER INVESTMENTS LLC	2426 E 21ST ST	MISSION	TX	78572-3391
574164	GARCIA JUAN E & MARIA E	105 W HIBISCUS AVE	MCALLEN	TX	78501-9446
574173	SERN PROPERTIES LLC	1704 SCOBAY AVE	DONNA	TX	78537-2940
574186	MAXLER INVESTMENTS LLC	2426 E 21ST ST	MISSION	TX	78572-3391



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 6, 2025

PRESENTED BY: Xavier Cervantes, Director of Planning

AGENDA ITEM: Site Plan Approval for the construction of a temperature controlled self-storage facility named JAFRI Self-Storage on a 2.51-acre tract of land, more or less, out of and forming a part of Lot 28-6, West Addition to Sharyland Subdivision. Applicant: Syed Husain, - Cervantes

NATURE OF REQUEST:

Project Timeline:

- June 18, 2025 – Site plan was first reviewed by the Staff Review Committee
- June 26, 2025 – Application for a Site Plan Approval submitted to the City
- August 6, 2025 – Consideration of the requested Site Plan Approval by the Planning and Zoning Commission (P&Z)

Summary:

- Proposed is the construction of a privately owned and operated temperature-controlled self-storage facility
- The subdivision is being designed for C-3 (General Business District) construction allowing for this type of business. The site will be compliant to its zoning requirements including setbacks and allowable uses. Submittal of the Site Plan will ensure compliance with the zoning ordinance and to assist in the orderly development of the community.
- The property is between Dawson Lane and E. 30th Street on the West side of N. Conway Ave. This is an undeveloped site to be subdivided and include the extension and installation of utility services.
- This project will be a 2-story building measuring a grand total of 26,563 square feet. The first floor will measure 13,300 square feet housing 89 units and will include a porch and a carport; the second floor will measure 12,646 square feet which will consist of 93 units.
- This site will have frontage to N. Conway Avenue and a 24 feet access easement along the North side which is paved and equipped with curb and gutters.
- There will be 8 parking stalls allocated to this development. The storage units will be accessible by drive access lanes.
- Landscaping is to comply with the City's regulations and code ordinances and a lighting plan has been reviewed so that nearby residential properties will not be affected.
- There will be one enclosed dumpster located within the site to be screened with a solid buffer and opaque gates.

- No more than two permanent signs shall be allowed on one lot, except those lots with double frontage, in which case a maximum of three permanent signs will be permitted with at least one sign on each frontage.

STAFF RECOMMENDATION:

Staff recommends approval of the Site Plan.

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

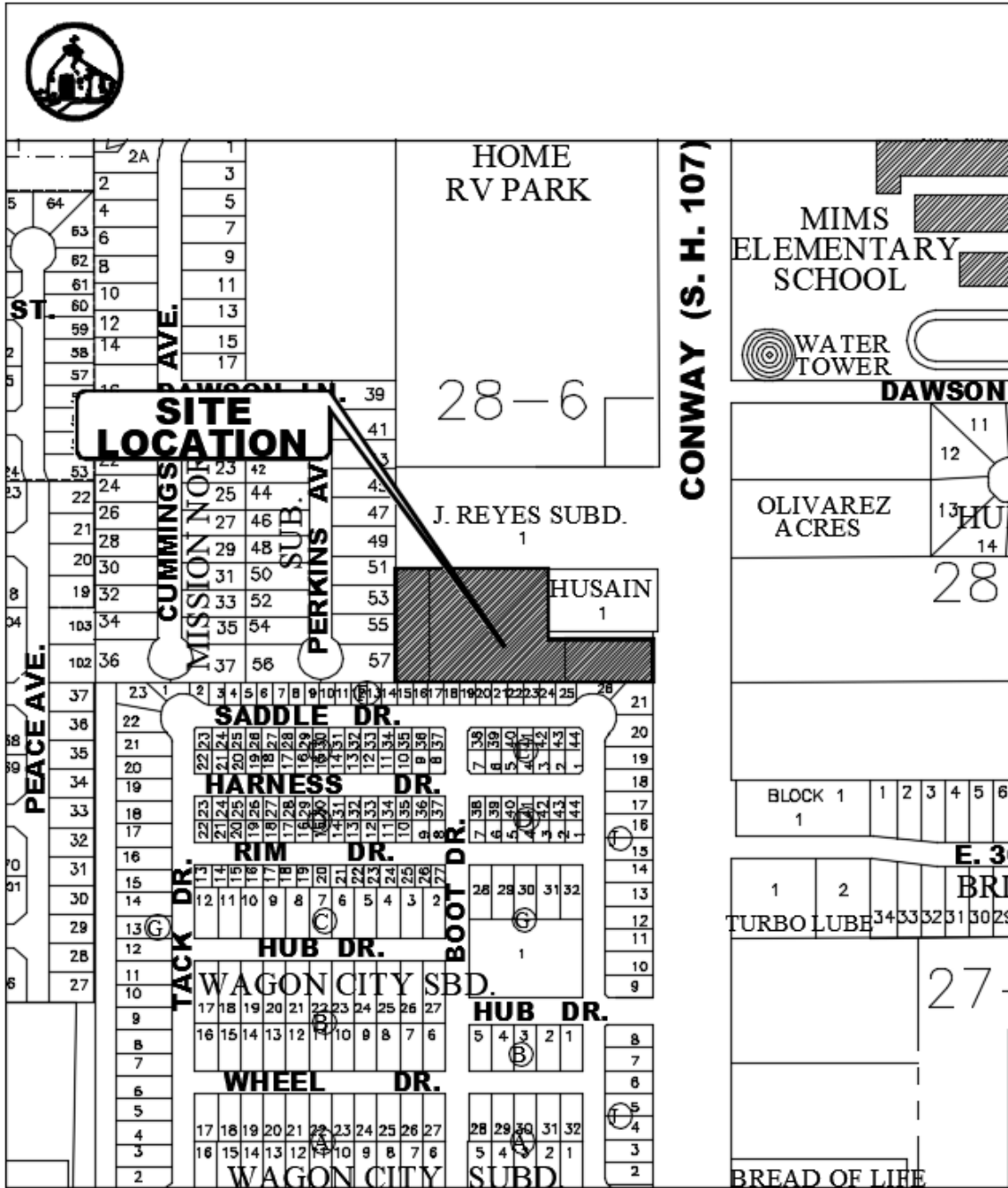
TABLED: _____

_____ AYES

_____ NAYS

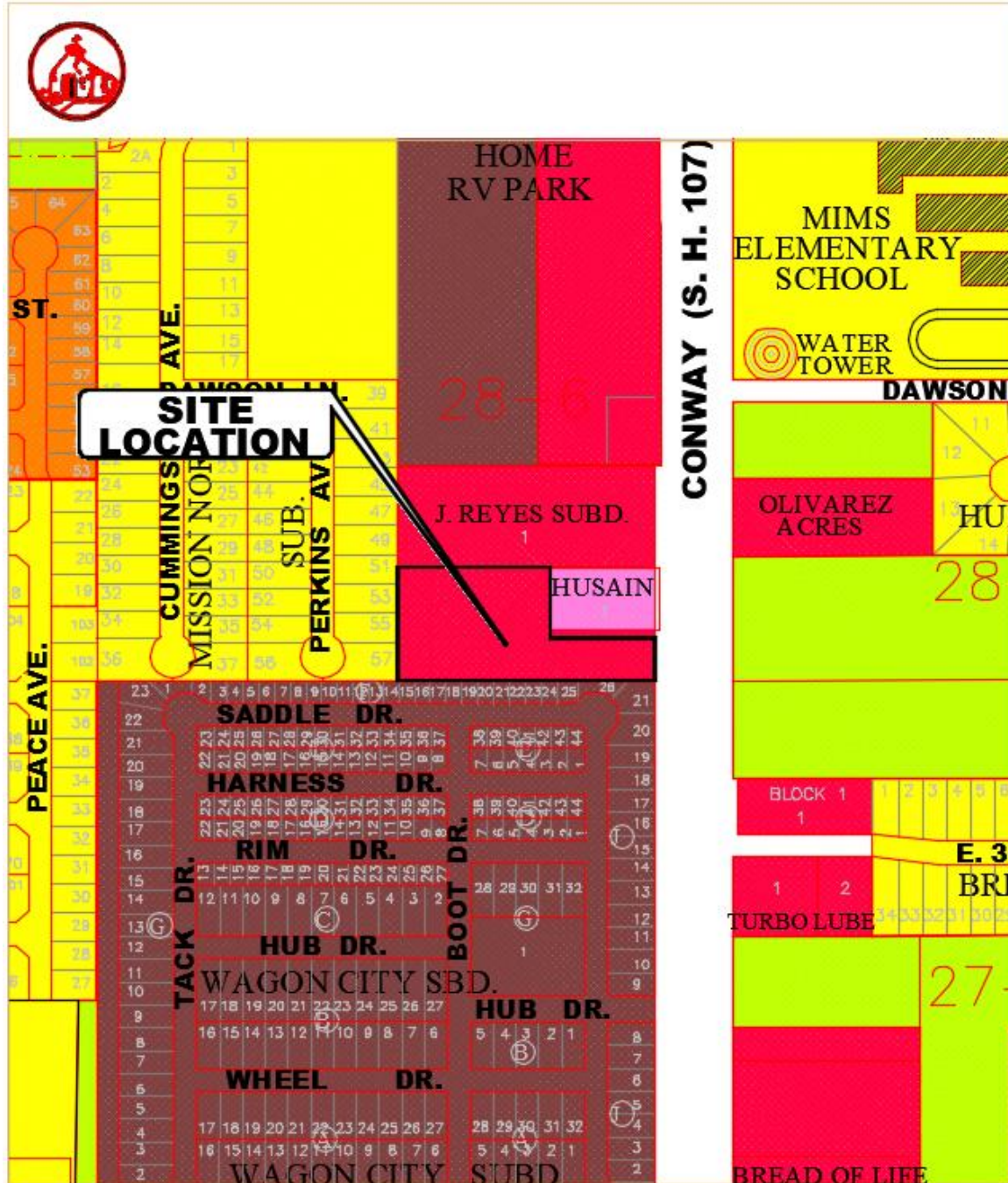
_____ DISSENTING _____

BASE MAP



SITE PLAN

ZONING MAP



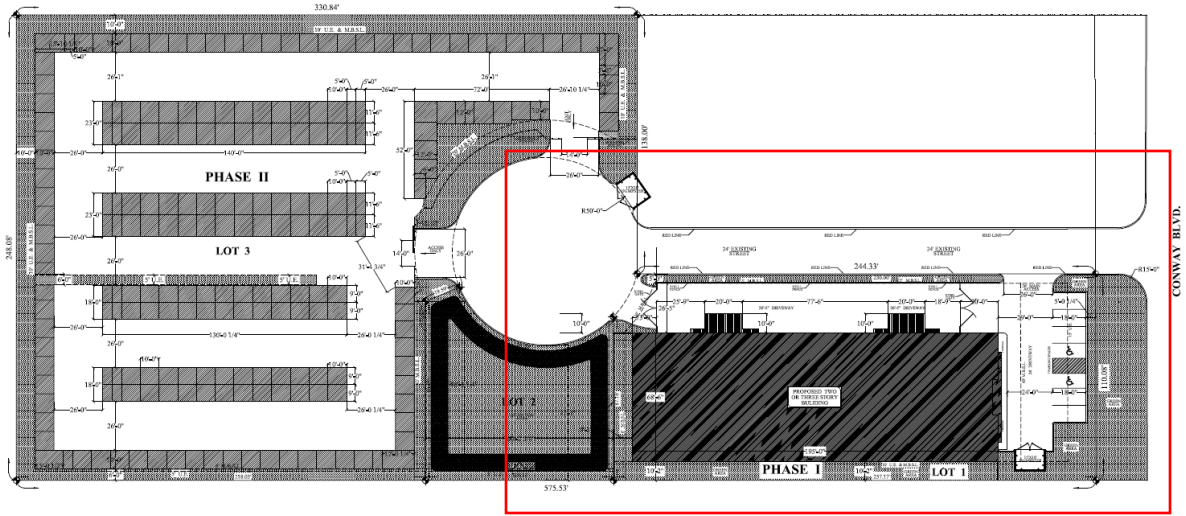
ZONING LEGEND

	AO-1 AGRICULTURAL OPEN INTERIM		R-3 MULTI-FAMILY RESIDENTIAL		C-4 HEAVY COMMERCIAL
	AO-P AGRICULTURAL OPEN PERMANENT		R-4 MOBILE & MODULAR HOME		C-5 ADAPTIVE COMMERCIAL
	R-1A LARGE LOT SINGLE FAMILY		R-5 HIGH DENSITY MPCTD HOUSING		I-1 LIGHT INDUSTRIAL
	R-1T TOWNHOUSE RESIDENTIAL		C-1 OFFICE BUILDING		I-2 HEAVY INDUSTRIAL
	R-1 SINGLE FAMILY RESIDENTIAL		C-2 NEIGHBORHOOD COMMERCIAL		PUD PLANNED UNIT DEVELOPMENT
	R-2 DUPLEX-FOURPLEX RESIDENTIAL		C-3 GENERAL BUSINESS		P PUBLIC

AERIAL PHOTO

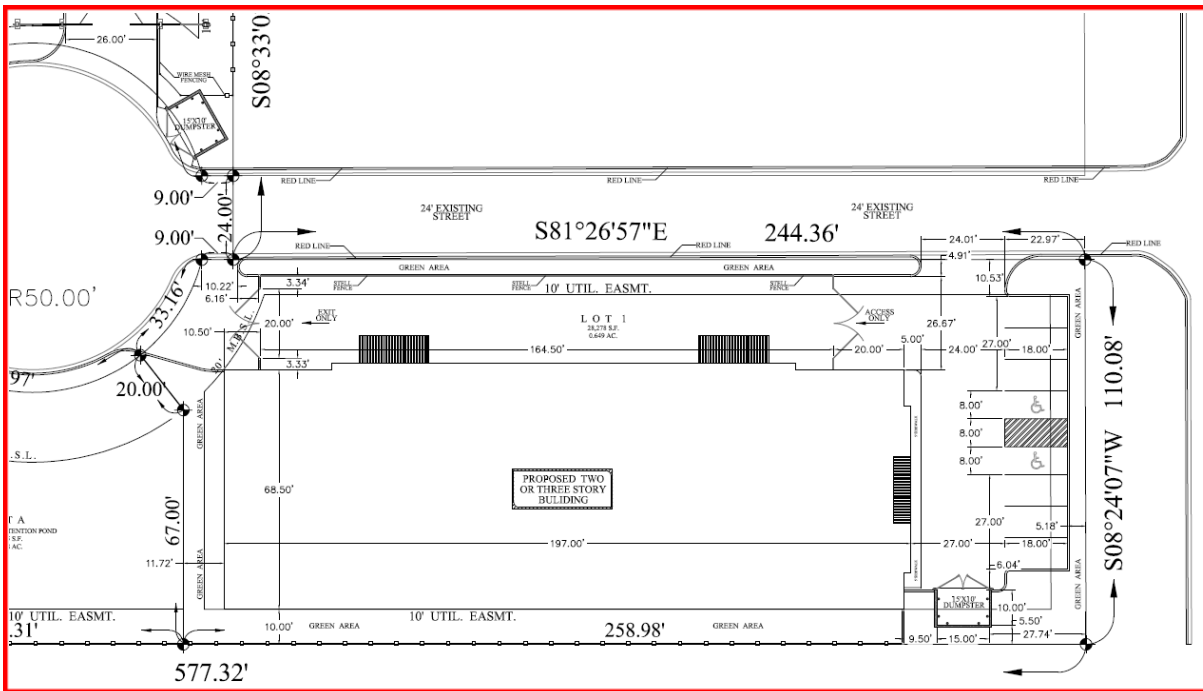


SITE PLAN

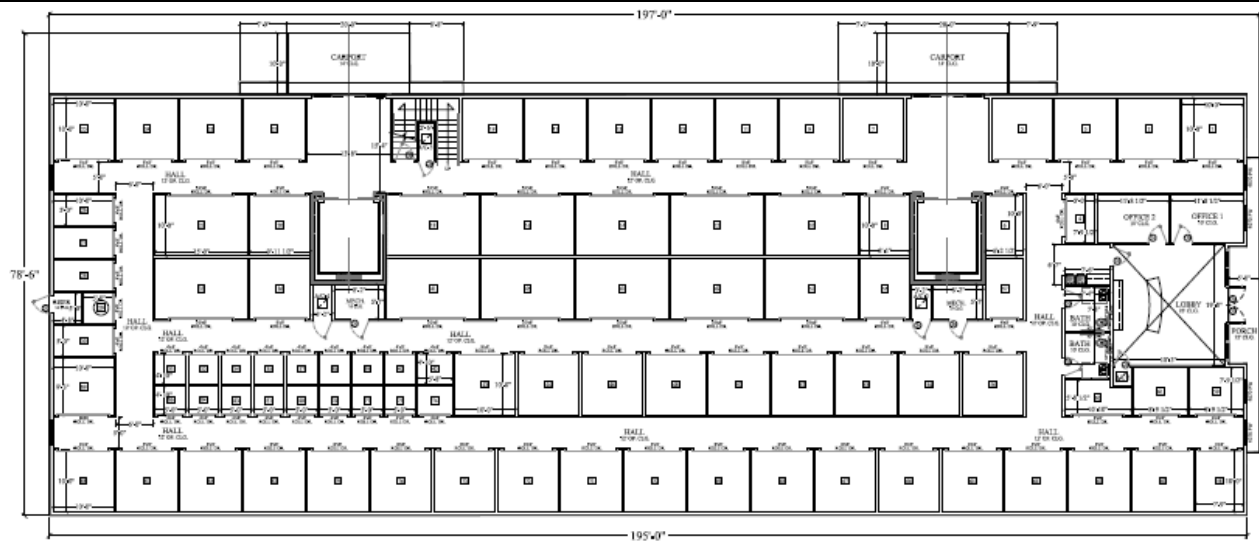


SELF STORAGE W-A/C SELF STORAGE W/OUT-A/C

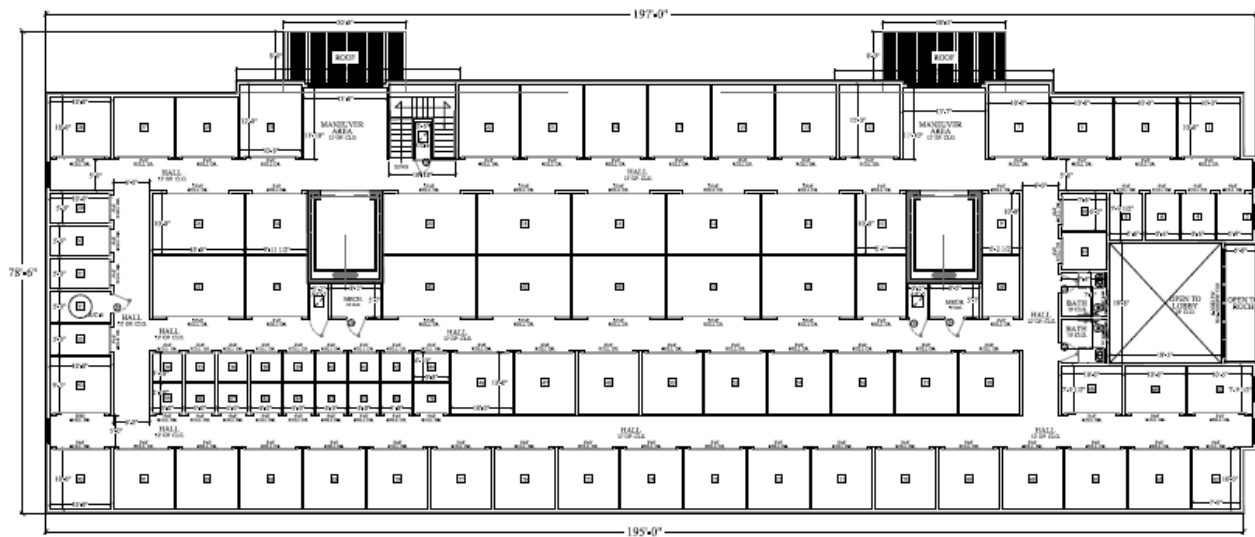
SITE PLAN
SCALE: N.T.S.
SELF STORAGE



BUILDING LAYOUT



1st. FLOOR PL.
Scale 1:10



2nd. FLOOR PL.
Scale 1:10

SELF STORAGE W-A/C

PHASE I :	
1st. FLOOR PL.	13,300 SQ. FT.
2nd. FLOOR PL.	12,646 SQ. FT.
PORCH	153 SQ. FT.
CAR-PORT	464 SQ. FT.
TOTAL AREA	26,563 SQ. FT.

RENDERING





CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 6, 2025

PRESENTED BY: Xavier Cervantes, Director of Planning

AGENDA ITEM: Site Plan Approval for the construction of a 72-unit multifamily living community on a 4-acre tract of land out of Lot 10-7, West Addition to Sharyland Subdivision, Applicant: MHA Conway Village c/o Rioplex Engineering, LLC – Cervantes

NATURE OF REQUEST:

Project Timeline:

- June 27, 2025 – Original Planning and Zoning Application submitted to the City for Site Plan Approval
- August 6, 2025 – Consideration of the Site Plan Approval by the Planning and Zoning Commission

Summary:

- Brownstone Affordable Housing has partnered with the Mission Housing Authority to develop MHA Conway Village, a Texas Department of Housing Community Affairs funded, serving low-income families in Mission.
- The subdivision is being designed for R-3 (Multifamily Residential District) type construction. The site will be compliant to its zoning requirements to include setbacks and restrictions.
- The property is located on the East side of S. Conway Boulevard, approximately 300 feet North of Military/Los Indios Parkway. The property is currently open with a proposed use of 1 multifamily lot.
- MHA Conway Village will consist of 72 apartments units organized into 3 wood framed, garden style buildings, each 3 stories in height. Also, included is a single-story, wood framed free standing leasing office/clubhouse, shade covered children's playground, and a dog park. The project is served via surface parking and a detention pond.
- The proposed units will range from 1-bedroom to 3-bedroom apartments: 24 – one bedroom units; 36 – two bedrooms units; and 12 – three bedrooms units
- The subdivision has frontage to a 70-foot right-of-way (Pena St.) being part of the new development El Milagro Subdivision Phase I. This will be a public street complete with curb and gutters, drainage, and utilities.
- The minimum number of paved, striped off-street parking spaces required are 2 for each apartment for a grand total of 144 spaces
- A landscaping plan is required to be submitted for review and compliance per subdivision ordinance Ch. 98 Subdivision – Landscaping regulations.

STAFF RECOMMENDATION:

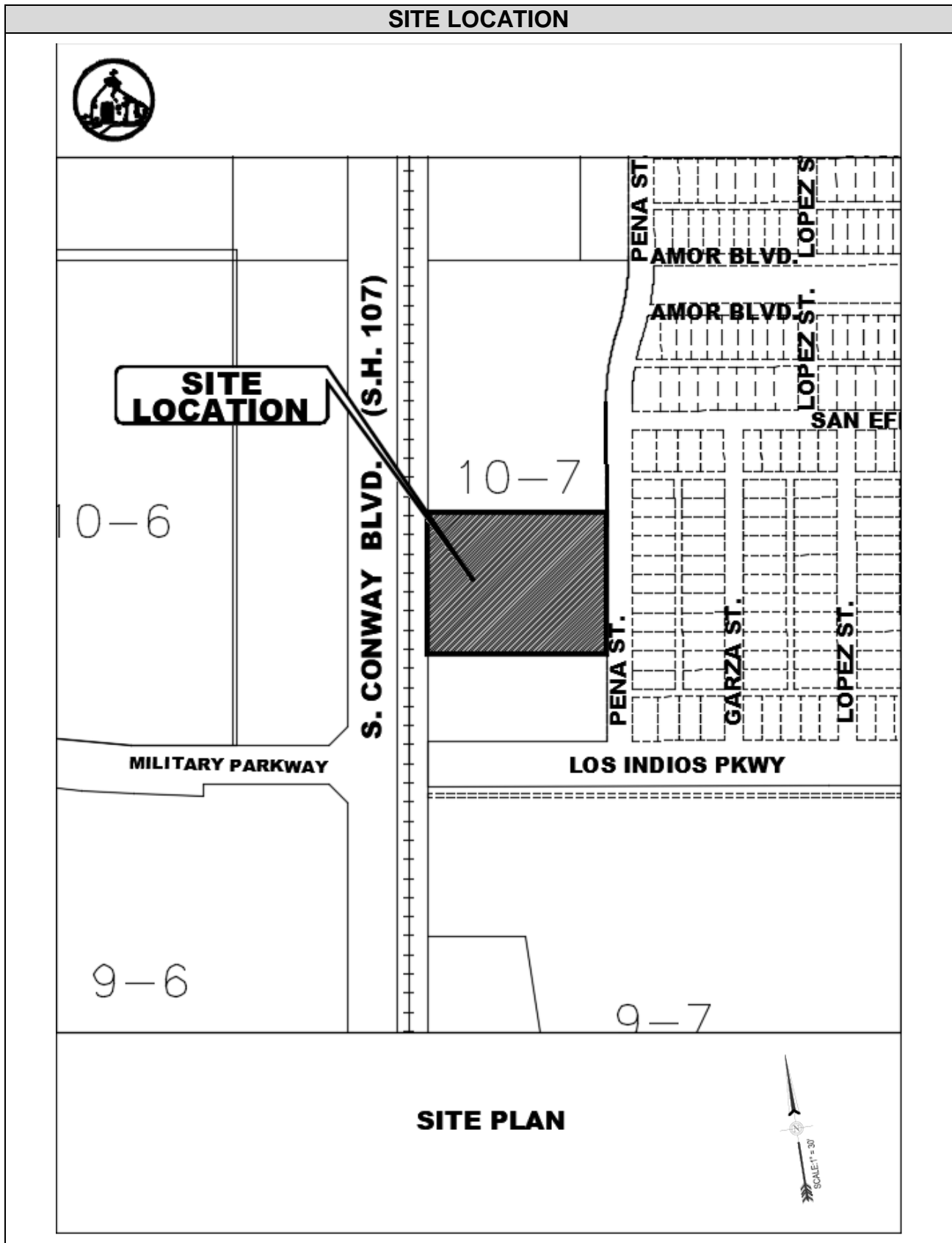
Staff recommends approval of the Site Plan as submitted.

RECORD OF VOTE:**APPROVED:** _____**DISAPPROVED:** _____**TABLED:** _____

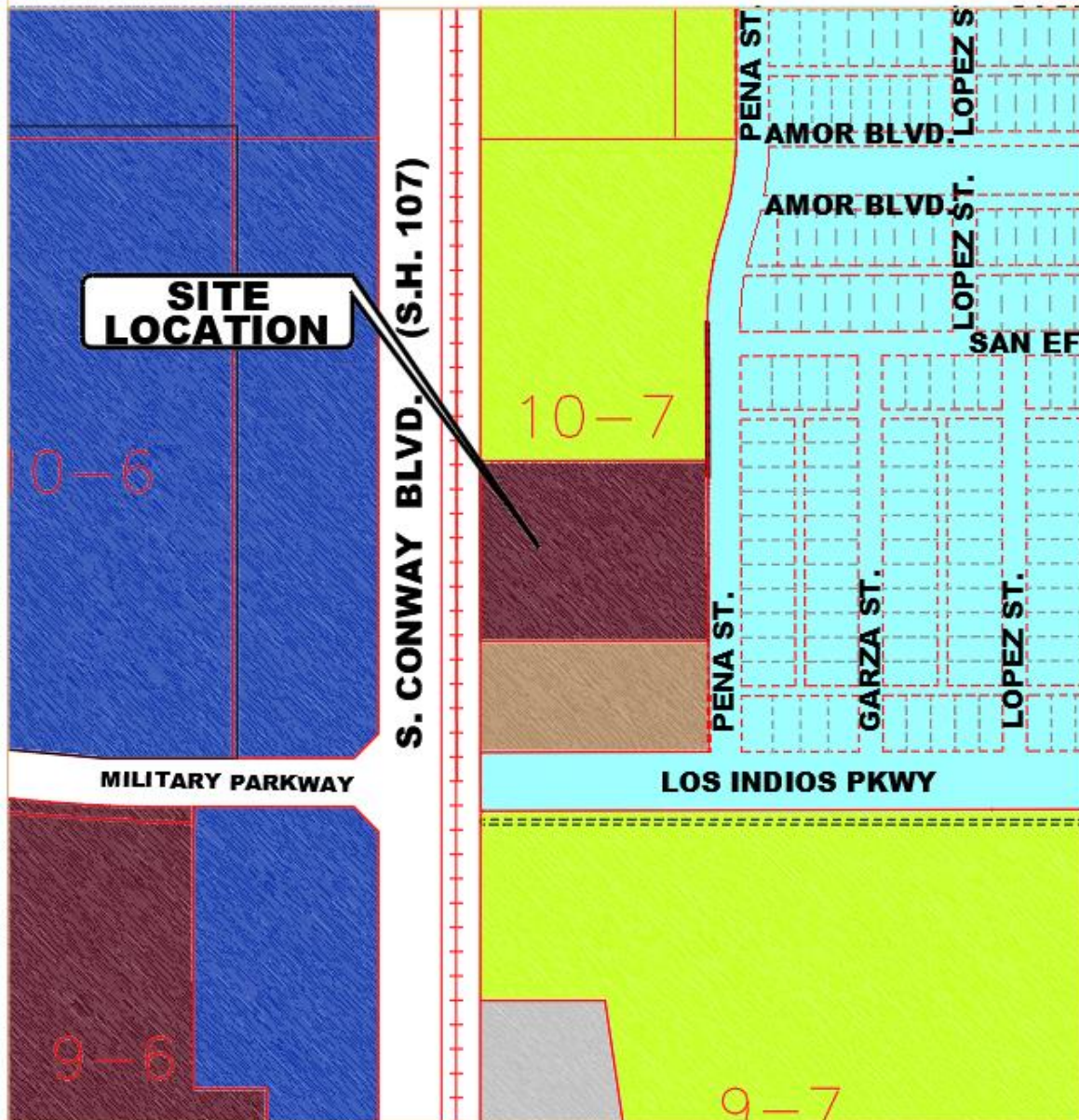
_____ AYES

_____ NAYS

_____ DISSENTING _____



ZONING MAP



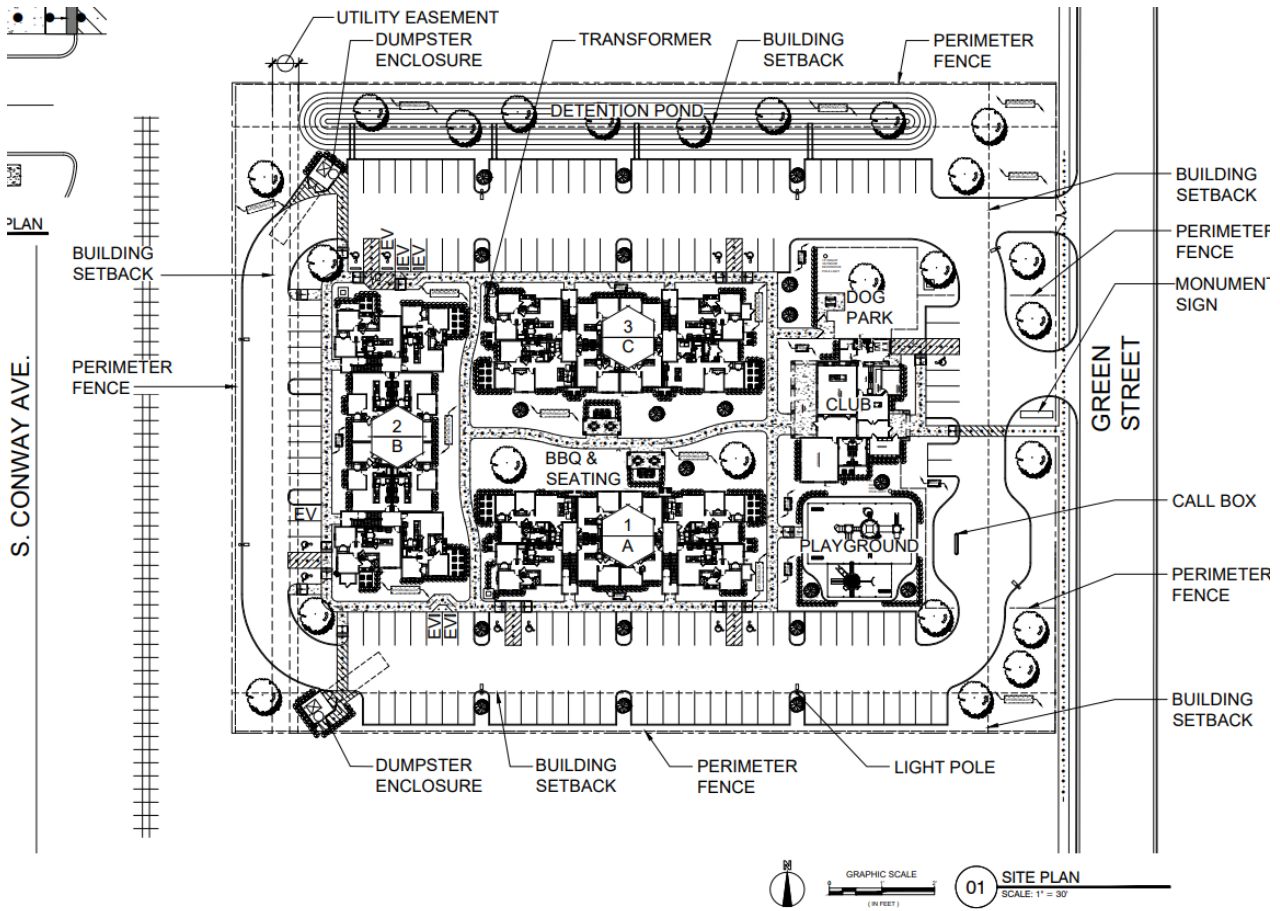
ZONING LEGEND

AO-I AGRICULTURAL OPEN/INTERIM	R-3 MULTI-FAMILY RESIDENTIAL	C-4 HEAVY COMMERCIAL
AO-P AGRICULTURAL OPEN/PERMANENT	R-4 MOBILE & MODULAR HOME	C-5 ADAPTIVE COMMERCIAL
R-1A LARGE LOT SINGLE FAMILY	R-5 HIGH DENSITY MFCTD HOUSING	I-1 LIGHT INDUSTRIAL
R-1T TOWNHOUSE/RESIDENTIAL	C-1 OFFICE BUILDING	I-2 HEAVY INDUSTRIAL
R-1 SINGLE FAMILY RESIDENTIAL	C-2 NEIGHBORHOOD COMMERCIAL	PUD PLANNED UNIT DEVELOPMENT
R-2 DUPLEX/FOURPLEX RESIDENTIAL	C-3 GENERAL BUSINESS	P PUBLIC

AERIAL PHOTO



SITE PLAN



BUILDING FAÇADE – BLDG A

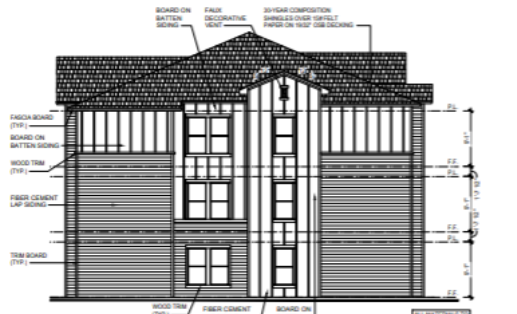
ECTURAL ASPHALT
SH.

W/ TRIM



04 BUILDING 'A' - REAR ELEVATION
SCALE: 1/8" = 1'-0"

1 REQ'D @ BLDG #1



03 BUILDING 'A' - LEFT ELEVATION
SCALE: 1/8" = 1'-0"

1 REQ'D @ BLDG #1



02 BUILDING 'A' - RIGHT ELEVATION
SCALE: 1/8" = 1'-0"

1 REQ'D @ BLDG #1



01 BUILDING 'A' - FRONT ELEVATION
SCALE: 1/8" = 1'-0"

1 REQ'D @ BLDG #1

BUILDING FAÇADE – BLDG B

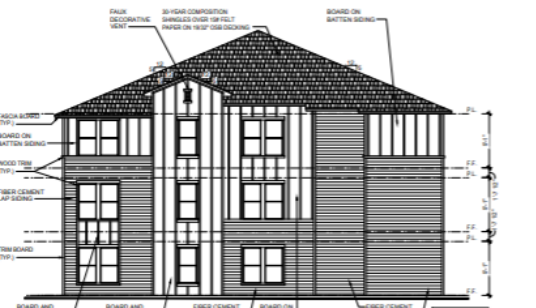
ARCHITECTURAL ASPHALT
SHINGLES

FASCIA

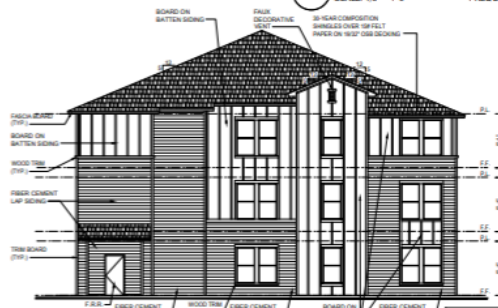
WINDOW TRIM



04 BUILDING 'B' - REAR ELEVATION
SCALE: 1/8" = 1'-0"
1 RECD @ BLDG #2



03 BUILDING 'B' - LEFT ELEVATION
SCALE: 1/8" = 1'-0"
1 RECD @ BLDG #2

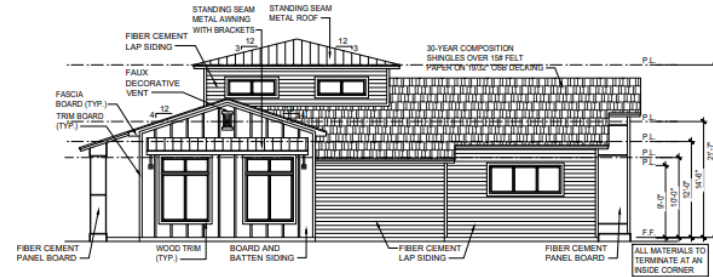


02 BUILDING 'B' - RIGHT ELEVATION
SCALE: 1/8" = 1'-0"
1 RECD @ BLDG #2

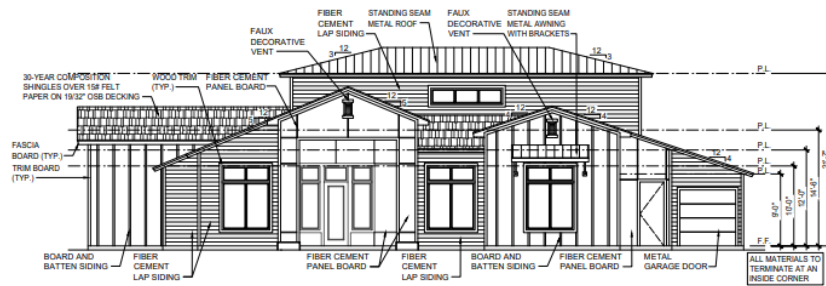


01 BUILDING 'B' - FRONT ELEVATION
SCALE: 1/8" = 1'-0"
1 RECD @ BLDG #2

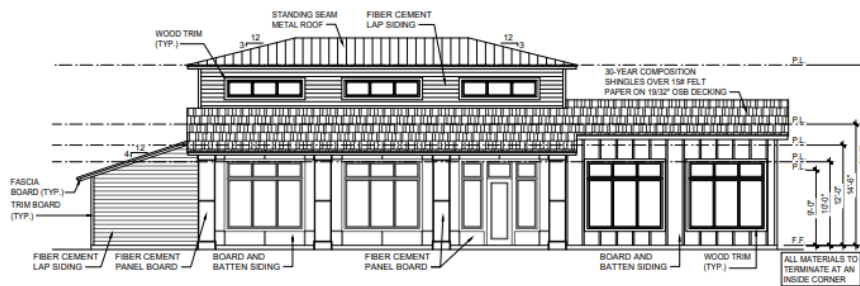
BUILDING FAÇADE – OFFICE/CLUBHOUSE



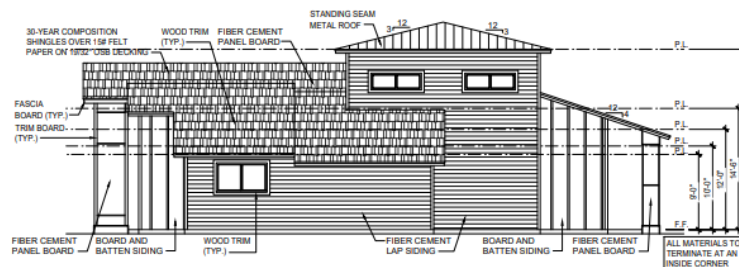
03 CLUBHOUSE - LEFT ELEVATION
SCALE: 1/8" = 1'-0"



01 CLUBHOUSE - FRONT ELEVATION
SCALE: 1/8" = 1'-0"



04 CLUBHOUSE - REAR ELEVATION
SCALE: 1/8" = 1'-0"



02 CLUBHOUSE - RIGHT ELEVATION
SCALE: 1/8" = 1'-0"



AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 6, 2025

PRESENTED BY: Xavier Cervantes, Director of Planning

AGENDA ITEM: Plat Approval Subject to Conditions for the proposed Meadow Way at Meadow Creek Subdivision, A 0.551-acre, 0.615-acre, and 0.611-acre tracts of land, forming part of Meadow Creek Country Club Subdivision Phase 1-B, Developer: LAC Enterprises, Engineer: Benavides Engineering, - Cervantes

NATURE OF REQUEST:

Project Timeline:

- April 15, 2025 – Preliminary Conference to discuss proposed plat, construction plans, and application process with developer and engineer.
- May 1, 2025 - Subdivision Application submitted to the City. Revisions to plans were resubmitted for follow-up review and additional comments by the Staff Review Committee (SRC).
- July 31, 2025 – Final review of plat and construction plans deemed complete by SRC.
- August 6, 2025 – Consideration of plat approval subject to conditions by the Planning and Zoning Commission.
- August 11, 2025 – Consideration of plat approval subject to conditions by the City Council.

Summary:

- Meadow Way at Meadow Creek Subdivision consists of a fourteen single family residential lots and it is located within the Meadow Creek Country Club Subdivision Phase 1-B.
- This subdivision will have access to existing streets (Crystal Drive for tracts 2 & 3; Meadow Way Drive for tract 1), sewer and water main lines, and access to drainage detention ponds within the neighborhood. The Engineering Department has reviewed and approved the drainage report.
- These tracts of land were rezoned from AO-I to R-1 on February 14, 2024 by P&Z and approved by City Council on February 26, 2024.
- All the lots are more than 5,000 square feet in area.
- The required Capital Sewer Recovery Fees (\$200xlot), Park Fees (\$650xlot), Conveyance or Payment of Water Rights (\$3000xac.), and all other format findings will be complied with prior to the City Council approval.
- All items on the subdivision checklist will be addressed prior to the recording of the plat.

STAFF RECOMMENDATION:

Staff recommends approval of the Plat subject to conditions: Payment of Capital Sewer Recovery Fees, Payment of Park Fees, Conveyance or Payment of Water Rights, and approval of the infrastructure from the different City departments as per the approved construction plans.

RECORD OF VOTE:**APPROVED:** _____**DISAPPROVED:** _____**TABLED:** _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

SUBDIVISION APPLICATION

OWNERS' DEDICATION

I, LEONEL CANTU, THE UNDERSIGNED, OWNER(S) OF THE LAND SHOWN ON DESIGNATED HEREIN AS MEADOW WAY AT MEADOW CREEK SUBDIVISION, AN A CITY OF MISSION, TEXAS, AND WHOSE NAME IS SUBSCRIBED HERETO, HEREBY THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATER (EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSES AND I THEREIN EXPRESSED.

CITY SUBDIVISION

LAC ENTERPRISES
LEONEL CANTU, MANAGING MEMBER
5105A N. 10TH STREET
McALLEN TEXAS 78504

DATE

Name: LEONEL CANTU
Address: 5105A N. 10th Street
City: McAllen, Texas
Phone: 956-739-0830
Subdivision Name: _____
Meadow Way at Meadow Creek
Subdivision

5 ACRE PLAT OR LESS.....\$400
5+ ACRES.....\$500
Re-Plat Filing/Review\$300
Separate Subdivision variance/open cuts, etc. \$150
P&Z Date: _____ City Council Date: _____

20250309

Urban (City) X Suburban ETJ _____ Rural ETJ _____
Zone: R-1 Water Dist. City of Mission School Dist. _____

SINGLE FAMILY RESIDENTIAL

of Lots: Residential 21 Non-Residential 0 Common Areas/Lots 0

Water CCN: SWSC _____ LJWSC _____ MUD _____

WATER

0 L. F. of 0 Water Lines

0 L. F. of 0 Water Lines

Other: 21 proposed domestic service (3/4" meters)

Suburban MSR cost of water meters &
ETJ Only: Membership costs \$ _____

SEWER

0 L. F. of 0 Sewer Lines

0 L. F. of 0 Sewer Lines

Lift Sta: _____ N/A-Septic Use: N/A

Other: 21 proposed domestic sewer services (4")

Suburban ETJ Only: MSR cost of Septic Tanks

\$ _____

STREETS

0 L. F. of 0 Wide Streets

0 L. F. of 0 Wide Streets

Other: _____

STORM SEWER

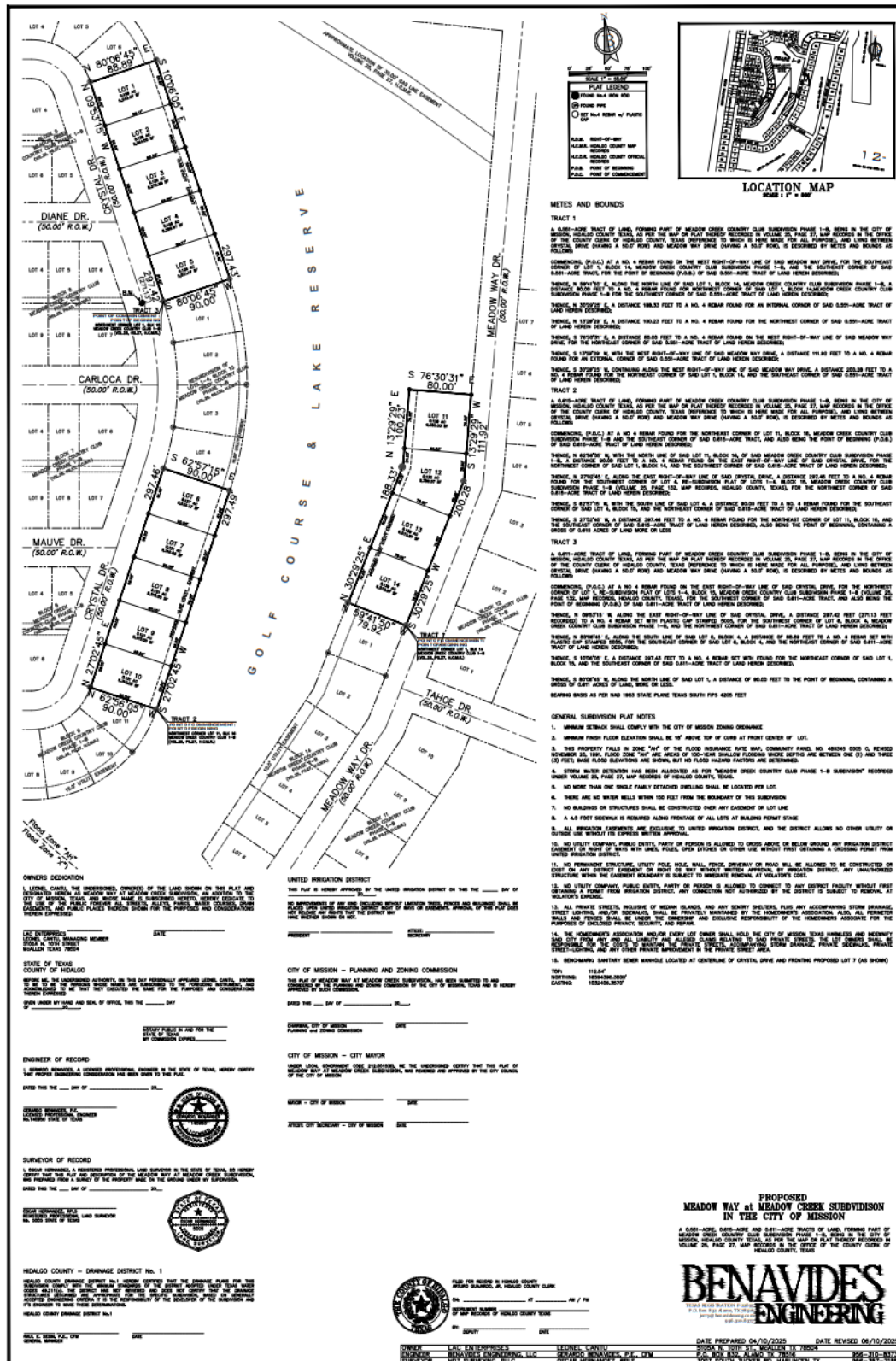
0 L. F. of 0 Storm Lines

0 L. F. of 0 Storm Lines

0 L. F. of 0 Storm Lines

Revised 2023

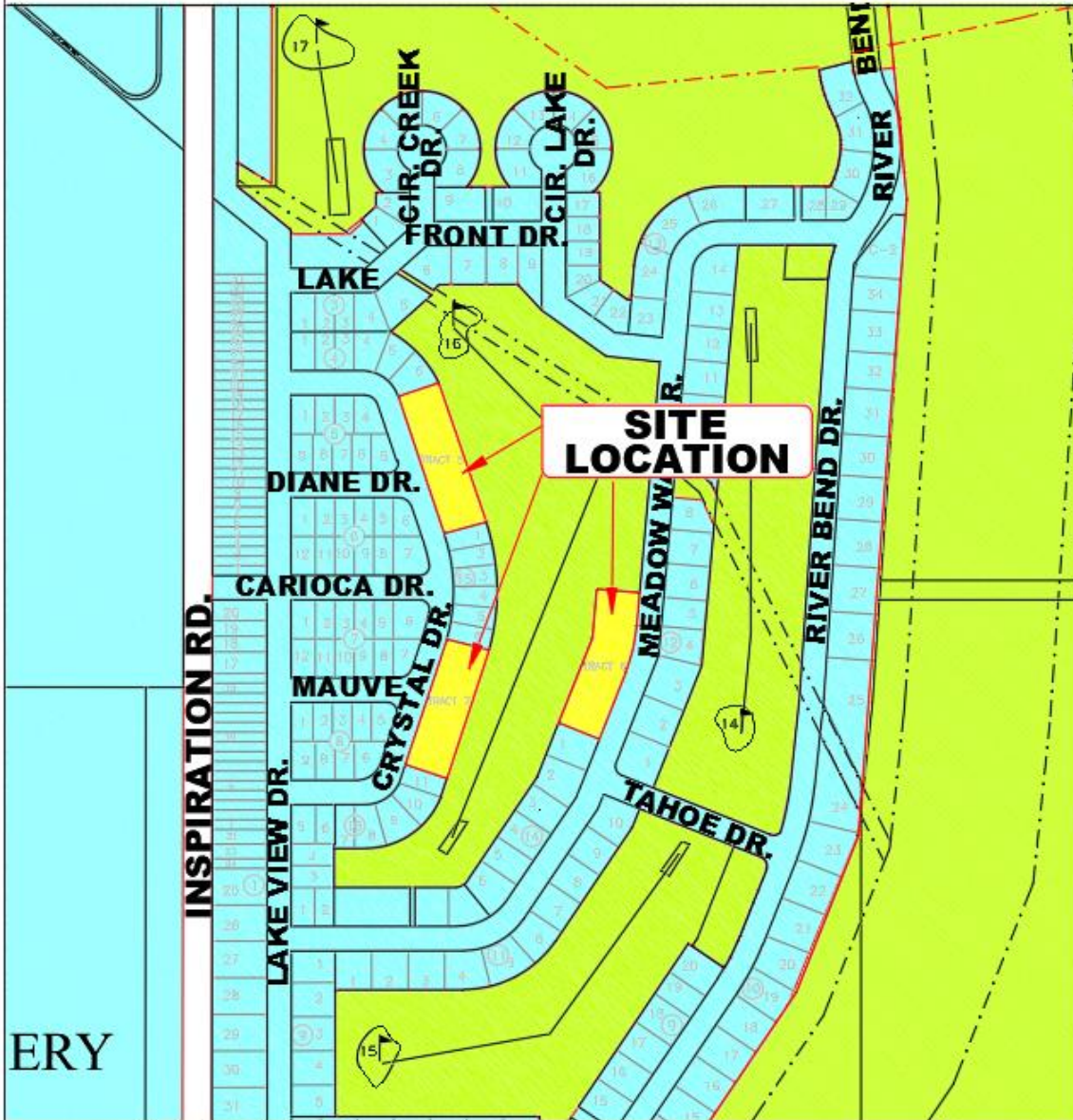
PLAT



AERIAL



ZONING MAP



ZONING LEGEND

AO-I AGRICULTURAL OPEN INTERIM	R-3 MULTI-FAMILY RESIDENTIAL	C-4 HEAVY COMMERCIAL
AO-P AGRICULTURAL OPEN PERMANENT	R-4 MOBILE & MODULAR HOME	C-5 ADAPTIVE COMMERCIAL
R-1A LARGE LOT SINGLE FAMILY	R-5 HIGH DENSITY MFC/D HOUSING	I-1 LIGHT INDUSTRIAL
R-1T TOWNHOUSE RESIDENTIAL	C-1 OFFICE BUILDING	I-2 HEAVY INDUSTRIAL
R-1 SINGLE FAMILY RESIDENTIAL	C-2 NEIGHBORHOOD COMMERCIAL	PUD PLANNED UNIT DEVELOPMENT
R-2 DUPLEX/FOURPLEX RESIDENTIAL	C-3 GENERAL BUSINESS	P PUBLIC



DRAINAGE REPORT

BENAVIDES
ENGINEERING

Drainage Statement
Meadow Way at Meadow Creek Subdivision
City of Mission, Hidalgo County, Texas

Project Description and Location

The proposed Meadow Way at Meadow Creek Subdivision is a proposed 21 lot single family subdivision within Meadow Creek Country Club Phase 1-B Subdivision as per map or plat thereof recorded in Volume 25, Page 27, Map Records, Hidalgo County, Texas. This subdivision is composed of three separate tracts of land totaling 1.77 acres.


Two of the three tracts have frontage to Crystal Drive (public 50.0 right of way) and the third tract has frontage to Meadow Way Drive (public 50.0 right of way).

As per recorded Meadow Creek Country Club Phase 1-B Subdivision, the entirety of this new subdivision is within existing drainage areas that have been already accounted for stormwater runoff during the development of Meadow Creek Country Club Phase 1-B Subdivision.

At this moment, we are not alternating the use of the existing property nor the proposed use that will hinder additional stormwater runoff that were originally presented via Meadow Creek Country Club Phase 1-B Subdivision.

Please see the attached Meadow Creek Country Club Drainage statement by PHASE II Engineering that approved for Meadow Creek Country Club Phase 1-B Subdivision dated March 13, 1987.

Please reach out to Jerry Benavides, for any further questions, comments or concerns regarding this Meadow Way at Meadow Creek Subdivision.

<input type="checkbox"/> REJECTED <input checked="" type="checkbox"/> APPROVED FOR SUBMITTAL <input type="checkbox"/> TO H.C. PLANNING DEPT. <input type="checkbox"/> TO CITY <input type="checkbox"/> DISCHARGE PERMIT REQUIRED <input type="checkbox"/> DISTRICT FACILITY <input type="checkbox"/> CITY FACILITY <input type="checkbox"/> OTHER _____	
H.C.D.D. NO. 1 <i>[Signature]</i> <div style="border-top: 1px solid black; width: 100%;"></div>	DATE 4-30-25


 04/16/2025
Gerardo Benavides
 Benavides Engineering, LLC
Gerardo Benavides, P.E., CFM
 Principal Engineer
 Jerry@Benavideseng.com



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 6, 2025

PRESENTED BY: Xavier Cervantes, Director of Planning

AGENDA ITEM: Plat Approval Subject to Conditions and Consideration of a Variance for a lot without frontage to a public street for Izagi Oaks Subdivision, a 2.5-acre tract of land, more or less, being the West 726 feet of the North 10 acres of the South 20 acres of Lot 293, John H. Shary Subdivision, AO-I, Developer: Diana Izaguirre, Engineer: Izaguirre Engineering Group, LLC- Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 11, 2025 – Plat, preliminary construction plans, and Subdivision Application submitted to the City to include a Variance Request.
- July 24, 2025 – Revisions to plans were resubmitted for follow-up review and additional comments by the Staff Review Committee (SRC).
- August 6, 2025 – Consideration of the Plat Approval Subject to Conditions and consideration of a Variance Request by the Planning and Zoning Commission.
- August 11, 2025 – Consideration of the requested Plat Approval Subject to Conditions and consideration of a Variance Request by the City Council.

Summary:

- The proposed subdivision is a 2 single family residential lot development located on the East side of N. Glasscock Road, approximately 500 feet North of E. Mile 2 Road.
- The land use for this subdivision is consistent with surrounding single-family residential lots
- The site will have frontage to N. Glasscock Road and through a 30 feet private access driveway along the South property line.
- A Variance Request has been submitted to allow the development to proceed without Lot 2 having access to a public street as defined in the Code of Ordinances / Chapter 98-Subdivisions / Article I. Sec. 98-1 Definitions. Lot means an undivided tract or parcel of land having frontage on a public street and which is, or in the future may be, offered for sale, conveyance, transfer or improvement; which is designated as a distinct and separate tract, and which is identified by a tract or lot number or symbol in a duly-approved subdivision plat which as been property filed of record.
- Water and sewer services will be provided by the City. There is an existing fire hydrant accessible to this site and acknowledged by the Fire Marshall.
- The required Capital Sewer Recovery Fees (\$200xlot), Park Fees (\$650xlot), Conveyance or Payment of Water Rights (\$3000xac.), Street widening improvements or escrows, and all other format findings will be complied with prior to plat recording.

STAFF RECOMMENDATION:

Staff recommends approval of the Plat subject to conditions: Payment of Capital Sewer Recovery Fees, Payment of Park Fees, Conveyance or Payment of Water Rights, Glasscock street widening improvements or escrows, approval of the infrastructure from the different City departments as per the approved construction plans, and the granting of the Variance as requested.

RECORD OF VOTE:**APPROVED:** _____**DISAPPROVED:** _____**TABLED:** _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

SUBDIVISION APPLICATION

CITY OF MISSION SUBDIVISION APPLICATION



Name: Ingrid Izaguirre
 Address: 2121 E. Griffin Parkway Suite 2
 City: Mission, TX
 Phone: 956-584-0554
 Subdivision Name: IZAGI OAKS

PLAT FEES

5 ACRE PLAT OR LESS.....\$400
 5+ ACRES.....\$500
 Re-Plat Filing/Review\$300
 Separate Subdivision variance/open cuts, etc. \$150
 P&Z Date: _____ City Council Date: _____

Urban (City) X Suburban ETJ _____ Rural ETJ _____
 Zone: Residential Water Dist. Mission School Dist. Sharyland ISD

of Lots: Residential 2 Non-Residential _____ Common Areas/Lots N/A
 Water CCN: SWSC _____ LJWSC _____ MUD X

WATER

_____ L. F. of _____ Water Lines
 _____ L. F. of _____ Water Lines
 Other: Single service tap
 Suburban MSR cost of water meters &
 ETJ Only: _____ \$ n/a

SEWER

_____ L. F. of _____ Sewer Lines
 _____ L. F. of _____ Sewer Lines
 Lift Sta: _____ N/A-Septic Use: _____
 Other: Single service tap
 Suburban ETJ Only: MSR cost of Septic Tanks
 \$ n/a

STORM SEWER

Wide Streets _____ L. F. of _____ Storm Lines
 Wide Streets _____ L. F. of _____ Storm Lines
 _____ L. F. of _____ Storm Lines

15075601

1201 E. 8TH ST

REC#: 06359644 7/23/2025 12:00 PM
 OPER: NDLC TERM: 007
 REF#: 2560

TRAN: 550.0000 BUSINESS LICENSE
 20250576-07/23/25 IZAGUIRRE, INGRID
 REZONING 400.00CR

TENDERED: 400.00 CHECK
 APPLIED: 400.00-

CHANGE: 0.00

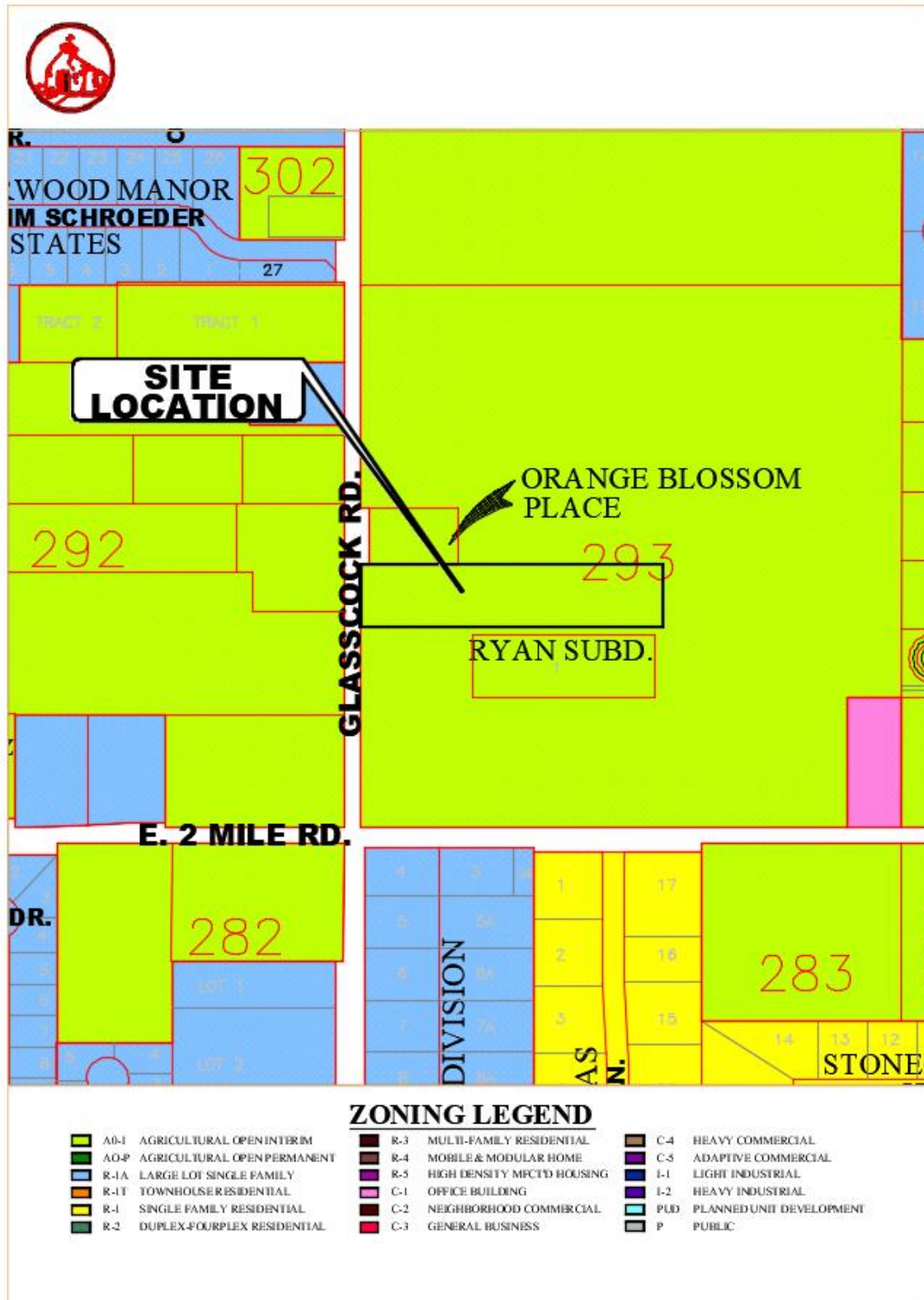
Revised 2023

WATER CONSERVATION STAGE 2
 THANK YOU AND HAVE A GREAT DAY!

AERIEL PHOTO



ZONING MAP



VARIANCE REQUEST

July 11, 2025

Xavier Cervantes, AICP, CPM
Planning Director
City of Mission
6090 North Inspiration Road
Mission, TX 78572

RE: Variance Request –IZAGI OAKS SUBDIVISION

Dear Mr. Cervantes,

On behalf of the property owner, we respectfully submit this letter to request a **variance from the City of Mission's 50-foot right-of-way (ROW) requirement** for the proposed **IZAGI OAKS Subdivision**, a 2-lot single-family residential subdivision.

The subdivision is located on the east side of N. Glasscock Road, approximately 500 feet north of E. Mile 2 Road, and consists of a 2.50-acre tract of land out of Lot 293, John H. Shary Subdivision, as recorded in Volume 1, Page 17, of the Hidalgo County Map Records.

We are requesting this variance based on the following conditions:

- The proposed subdivision consists of only **two (2) single-family residential lots**, each over 1 acre in size, and does not require a public street for circulation or high-density traffic.
- There is an existing **30-foot-wide shared private access easement** that has historically provided access to **three existing residential homes**. This access road is privately maintained and already constructed.
- The current homeowners along this shared private road have **granted permission to allow access for Lot 2 of the IZAGI OAKS SUBDIVISION** via this existing road. As such, no new public infrastructure is being proposed or required for this development.

Given these factors, we respectfully request approval of this variance and permission to allow Lot 2 to access through the existing private 30-foot shared access road in lieu of dedicating a 50-foot public ROW.

Should you have any questions or need additional information, please feel free to contact me at (956) 240-3246 or diana.izaguirre@yahoo.com.

Respectfully,

A handwritten signature in blue ink, appearing to be "Diana Izaguirre".

Diana Izaguirre, President
Izaguirre Engineering Group LLC.

2121 E GRIFFIN PKWY SUITE 2, MISSION TEXAS 78574

AUTHORIZATION LETTER TO USE PRIVATE DRIVEWAY

July 28, 2025

To Whom It May Concern,

I, Mauricio Gomez, am the owner of the property located at 3214 N Glasscock Rd, TX. The legal description of this property is as follows:

JOHN H SHARY - E594'-N330'-S660' & W726'-N30'-S510' LOT 293 & N165'-S660'-W600'
LOT 294 — 7.18 Acres

This letter is to confirm that I am granting permission to the owners or developers of the adjacent subdivision described as follows:

IZAGI OAKS — A 2.50-acre tract of land, more or less, being the west 176.00 feet of the north 1,500 feet of the north ten acres of Lot 293, John H. Shary Subdivision, Hidalgo County, Texas, as per map or plat thereof recorded in Volume 42, Map Records, Hidalgo County, Texas, and further described in Affidavit of Heirship (Document No. 1171462, Hidalgo County Official Records, Texas).

Permission is granted for access and use of the private road that leads into and out of 3214 N Glasscock Rd for purposes of ingress and egress to the described subdivision property.

This permission is granted with full knowledge and consent and shall remain in effect unless otherwise revoked in writing.

Sincerely,



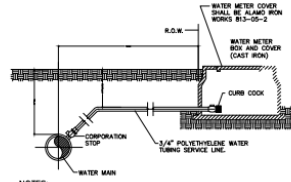
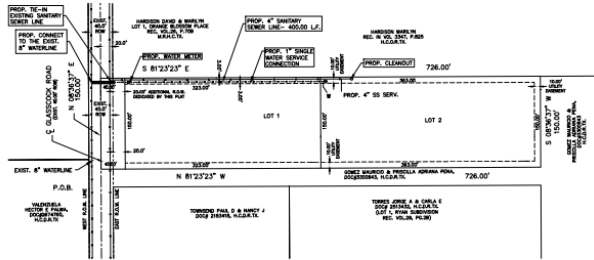
Mauricio Gomez

Owner of 3214 N Glasscock Rd, TX

UTILITY LAYOUTS

ALL WATERLINE CONSTRUCTION SHALL REFERENCE AGUA SPECIAL UTILITY DISTRICT STANDARDS. CONTRACTOR SHALL REFERENCE AGUA SPECIAL UTILITY DISTRICT DETAILS WHENEVER CONFLICTS ARISE.

IZAGI OAKS MAP OF UTILITIES DISTRIBUTION



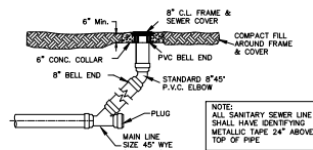
NOTES:

1. ALL SERVICE CONNECTIONS NEED TO HAVE A MIN. 2'-0" COVER FROM FINISHED GRADE.
2. WATER METER COVER SHALL BE ALUM. WORK B13-05-2.
3. ALL WATER METER BOXES SHALL BE 8" I.D. COVER FROM FINISHED GRADE.
4. WATER BOX SHALL BE CAST IRON.
5. ALL CONCRETE TO HAVE A MIN. 28 DAYS COMPRESSIVE STRENGTH OF 3,000 P.S.I.
6. 2" GATE VALVE ONLY REQUIRED FOR 2" SERVICE.
7. POLYETHYLENE TUBING ACCEPTABLE FOR LINE SIZES 2" OR LESS.

CONSTRUCTION NOTES:

- A. WATER VALVE COVER
- B. CUMBER COCK
- C. WATER BOX & METER PROVIDED
- D. WATER TUBING SERVICE LINE
- E. CORPORATION STOP
- F. WATER MAIN

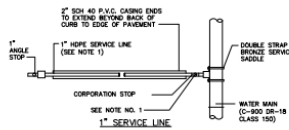
SERVICE CONNECTION NOT TO SCALE



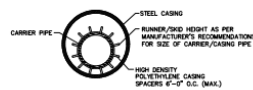
SANITARY SEWER CLEANOUT DETAIL

NOTES:

1. SERVICE LINES GREATER THAN 1" REQUIRE P.V.C. SCHEDULE 40 PIPE.
2. 1" SERVICE LINES SHALL BE 80% R. H.P.C.E. ASTM D-2737.
3. 2" SERVICES REQUIRE BOTH CORR. STOP AND CAST IRON VALVE.
4. ONE SERVICE REQUIRED FOR EACH LOT.
5. 2" ANGLE STOPS REQUIRED FOR 2" SERVICES AT METER LOCATION.
6. A U-BRANCH FITTING REQUIRED FOR 1" SERVICES AT METER LOCATION.



TYPICAL WATER SERVICE CONNECTION NOT TO SCALE



CARRIER PIPE SIZE	PIPE COATING	MIN. WALL THICKNESS
6"	30"	0.375"
8"	30"	0.375"
10"	30"	0.375"
12"	30"	0.375"
14"	30"	0.375"
16"	30"	0.375"
18"	30"	0.375"
20"	30"	0.375"
24"	30"	0.375"
30"	48"	0.625"

GENERAL NOTES:

1. ALL STEEL CASING SHALL BE WELDED.
2. STEEL CASING SHALL BE CLOSED AT EACH END USING SYNTHETIC RUBBER END SEALS.
3. CASING SPACERS SHALL BE USED TO INSTALL THE CARRIER PIPE INSIDE THE ENCASMENT PIPE. CASING SPACERS SHALL FASTEN TIGHTLY ON THE CARRIER PIPE TO PREVENT RELATIVE MOVEMENT.
4. ON PIPE CASING INSTALLATION, CASING SPACERS SHALL BE SCREWED ON EACH END OF THE ENCASMENT.
5. PROJECTION TYPE CASING SPACERS SHALL BE CONSTRUCTED SECTIONS OF HIGH DENSITY POLYETHYLENE.
6. INSTALLATION AND SIZE OF SPACERS SHALL BE PER MANUFACTURER'S RECOMMENDATIONS.

WATER BORING INSTALLATION

DATE OF PREPARATION: 07/10/25



IZAGI OAKS
UTILITIES LAYOUT

IZAGUIRRE
Engineering Group LLC
2121 E. GREEN PERRY SUITE 2
MISSION, TEXAS 78574
PHONE (956) 584-5544
FAX (956) 584-5549

SHEET NO. 3
OF 3 SHEETS