



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 **Wednesday, August 20, 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 20, 2025 05:30 PM Central Time (US and Canada)

Meeting ID: 897 2197 6455

Passcode: 219974

One tap mobile

+13462487799, Meeting ID: 897 2197 6455 # Password: 219974

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 - August 6, 2025

PUBLIC HEARINGS

REZONING

- 2 Conduct a public hearing and consideration of a rezoning request from Single-family Residential District ("R-1") to Townhouse Residential District ("R-1T"), being 14.269 acres out of Lot 27-5, West Addition to Sharyland Subdivision, located along the East side of Holland Avenue approximately 320 feet North of Monte Cruz Street. Applicant: Mario Reyna c/o Triton Group Ventures, LLC - Cervantes

- 3 Conduct a public hearing and consideration of a rezoning request from Single-family Residential District ("R-1") to General Business District ("C-3"), being Lot 19, Block 3, Oakwood Estates Subdivision, located at the Northeast corner of W. Griffin Parkway and River Oak Avenue. Applicant: Eduardo Sanchez - Cervantes

CONDITIONAL USE PERMIT

- 4 Conduct a public hearing and consideration of a Conditional Use Permit for a Home Occupation – Nursery in a property zoned (AO-I) Agricultural Open Interim District, being Lot 2, Lozano Estates Subdivision, located at 1711 W. Mile 3 Road, Applicant: Antonio Arellano – Cervantes
- 5 Conduct a public hearing and consideration of a Conditional Use Permit for a Home Occupation for the Sale of Firearms – Custom Suppressor Solutions, LLC, in a (R-1A) Large Lot Single Family Residential District, being Lot 26, Rockingham Subdivision, located at 1706 Sandstone Drive, Applicant: Christopher Anderson – Cervantes

6 Conduct a public hearing and consideration of a Conditional Use Permit for an Outdoor Padel Court and other recreational activities as shown in the site plan – IMGN Park in a (C-3) General Retail District, being the Northwest 9.96 acres out of Lot 203, John H. Shary Subdivision, located at 719 Ragland Street. Applicant: Jorge E. Careaga - Cervantes

7 Conduct a public hearing and consideration of a Conditional Use Permit to allow a Mobile Food Unit – Danny's Place, being the West ½ of Lots 7 & 8, Block 176, Mission Original Townsite Subdivision, in a (C-4) Heavy Commercial District, located at 307 E. Tom Landry Street. Applicant: Daniel Leal – Cervantes

8 Conduct a public hearing and consideration of a Conditional Use Permit to allow a Mobile Food Unit – Martha's Burgers & More, being the West ½ of Lots 7 & 8, Block 176, Mission Original Townsite Subdivision, in a (C-4) Heavy Commercial District, located at 307 E. Tom Landry Street. Applicant: Martha Avitia – Cervantes

9 Conduct a public hearing and consideration of a Conditional Use Permit Renewal for a Mobile Food Unit – Fiesta Hot Dogs, being Lot 1, Madrigal Subdivision, in a (C-2) Neighborhood Commercial District, located at 208 N. Inspiration Road. Applicant: Federico Garcia – Cervantes

10 Conduct a public hearing and consideration of a Conditional Use Permit Renewal for a Drive-Thru Service Window – Dak's Snacks in a (C-2) Neighborhood Commercial District, being Lot 1, Sylvia Plaza Subdivision, located at 810 N. Schuerbach Road, Suite D, Applicant: Cristina Salazar - Cervantes

11 Conduct a public hearing and consideration of a Conditional Use Permit Renewal for an Event Center – The Cordelle Events, being Lot 20, Shary Business Center Subdivision, in a (C-3) General Commercial District, located at 2402 Brock Street, Suite C, Applicant: Julio Alaniz – Cervantes

SINGLE LOT VARIANCE

12 Single Lot Variance: A 1.0 ac. of land out of the South one-half (S. ½) of the North one-half (N ½) of Lot 26-10, West Addition to Sharyland Subdivision of Porciones 53,54,55,56, & 57, in a property zoned Agricultural Open Interim, located at 1106 Teofilo Drive, Applicant: Angel Antonio Guzman – Cervantes

PLAT APPROVAL

13 Plat Approval Subject to Conditions for the proposed Imperio Vista Subdivision, being a 5.92 acre tract of land out of Lot 97, Mission Acres Subdivision, Developer: Obed Matus, Engineer: Rio Delta Engineering, - Cervantes

VARIANCE REQUEST

14 Consideration and possible action to approve a variance to not require off-street parking for a development in a property legally described as a 0.27-acre tract out of the North ½ of Lot 5, Block K, Wright Addition Subdivision, located at 1009 Highland Park Avenue. Applicant – Izaguirre Engineering Group, LLC - Cervantes

ORDINANCE AMENDMENTS

15 Consideration of the adoption of an ordinance amending the code of ordinances Chapter 98 - Subdivisions, Article VI – Fees and Charges, Section 98-272- Inspection fees by Establishing a Process and Per Hour Fee for Subdivision Infrastructure Inspections and for Geotechnical Lab Testing. Applicant: City of Mission - Cervantes

ADJOURNMENT

Signed this the 14th day of August, 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 14th day of August, 2025 at 3:15 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 **20th 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:

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|-----------------|--|
| 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 |

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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 **14th 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 3:15 p.m. on said date.

Anna Carrillo, City Secretary

**PLANNING AND ZONING COMMISSION
AUGUST 6, 2025
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

Diana Izaguirre
Kevin Sanchez
Irene Thompson
Omar Guevara

P&Z ABSENT

Raquenel Austin
Steven Alaniz
Connie Garza

STAFF PRESENT

Xavier Cervantes
Alex Hernandez
Elisa Zurita
Gabriel Ramirez
Susie De Luna

GUEST PRESENT

Karen Prewitt
Mitchell Lerma
Lourdes Lerma
Roberto Delgado
Leonel Cantu
Gerardo Benavides
Elizabeth Lopez
Henry Reyes
Mei Pentecost
Jason Anderson
Julio Gutierrez
Rado K. Nedkov

CALL TO ORDER

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

DISCLOSURE OF CONFLICT OF INTEREST

Chairwoman Izaguirre had a conflict of interest for Item 9.

CITIZENS PARTICIPATION

There was none.

APPROVAL OF MINUTES FOR JULY 16, 2025

Chairwoman Izaguirre asked if there were any corrections to the minutes for July 16, 2025. Ms. Thompson moved to approve the minutes as presented. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:31 p.m.

Ended: 5:32 p.m.

Item #2

Rezoning:

**Being 1.50 acres out of Lot 64,
New Caledonia Unit No. 1 Subdivision,
the site is located at the Southeast Corner
of W. Mile 3 and La Homa Roads,
AO-I to C-3
CEI Engineering Associates, Inc. and
Murphy Oil USA, Inc.**

Mr. Cervantes stated 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 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. Guevara 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. Guevara moved to approve the rezoning request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:32 p.m.

Ended: 5:33 p.m.

Item #3

Conditional Use Permit:

**To allow a convenience store and fuel station in
in a General Business District (C-3) – Murphy USA,
Being 1.50 acres out of Lot 64, New Caledonia Unit
No. 1 Subdivision, the site is located at the
Southeast Corner of W. Mile 3 and La Homa Roads,
C-3**

**CEI Engineering Associates, Inc. and
Murphy Oil USA, Inc.**

Mr. Cervantes stated 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: 1) Staff recommends Approval

for Life of Use with the understanding that the permit can be revoked; 2) Must apply for a building and sign permit; 3) Must comply with all City Codes (Building, Fire, Health, etc.); 4) Must obtain a business license prior to occupancy; and 8) 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. Sanchez moved to approve the conditional use permit request. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:33 p.m.

Ended: 5:40 p.m.

Item #4

Conditional Use Permit

Renewal:

**To keep three (3) portable buildings in a
(P) Public Zoning District,
Being Lot 1, Nido De Aguila Subdivision
915 W. Expressway 83
P
Excellence in Leadership Academy**

Mr. Cervantes stated 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 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.

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

Ms. Elizabeth Lopez resides at 13108 Verde Avenue in Edinburg, TX she is the interim superintendent of Excellence in Leadership Academy they are wanting the renewal of the conditional use permit for the portable buildings since this is the area they house the middle school students. She mentioned with the years with COVID and students decided to be homeschooled they have lost some of the enrollment but this year they are growing with student enrollment and she would like for the permit to be reconsidered and approved.

Mr. Harry Reyes Romero resides at 1820 East Harding Avenue Alton, Texas. He is currently the board president at Excellence in Leadership Academy. He stated as Ms. Lopez stated its essential for them to have the portable units. He mentioned they are in the process of expanding the school district as long as student enrollment allowed it. He stated they would be looking into considering purchasing some land and building a more permanent building. He stated he understood the city doesn't like portable buildings in the city but its essential for the school.

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

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

Ms. Thompson asked how many students they had enrolled last year compare to this year.

Ms. Lopez stated they have 172 students currently enrolled and last year they have students from pre-k to 5th grade and the middle school from 6th to 8th grade.

Ms. Thompson asked how many students did she have last year.

Ms. Lopez stated they had 183 students.

Ms. Thompson asked the students that enroll in pre-k do they stay till 8th grade.

Ms. Lopez stated yes, they usually do. She stated they had (20) 8th grade classes graduate last year. They typically keep the classes 20 student each.

Mr. Sanchez asked what is the long-term plan.

Ms. Lopez stated they are hoping to buy property to move middle school to the new campus. They are looking for property to build. She mentioned they had lost students and they had over 300

students and they did decrease in students but they are slowly increasing also they only get funding through attendance and membership.

Mr. Sanchez asked what is the probability of the school finding a property to buy and build and when would they dispose of the portable buildings.

Ms. Lopez stated she doesn't see them moving the middle schoolers in a year but they would be working very hard to make that accomplishment.

Mr. Sanchez asked if they would ask for an extension again next year since they have asked last year for the same extension.

Ms. Lopez stated Yes, they understand that they were going to be working with the board and with the founder who is a pastor of the church and see if more space can be found in the church building or if they would need to look elsewhere. She mentioned they are looking for a property to purchase.

Ms. Thompson asked how many portable buildings are there.

Ms. Lopez stated they are three portable buildings.

Ms. Thompson asked the conditional use permit is for the portable buildings.

Mr. Cervantes stated yes its for only the portable buildings not for the school.

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

Started: 5:40 p.m.

Ended: 5:47 p.m.

Item #5

**Conditional Use Permit
Renewal:**

**The Sale & On-site consumption of Alcoholic
beverages – Moon Restaurant Mixology in a
Property Zoned General Business District (C-3),
Being Lot 11, Block 3, Shary Gardens Subdivision
1603 E. Griffin Parkway
C-3
American Restaurants, LLC
c/o Lourdes Lerma**

Mr. Cervantes stated 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 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) no noise shall be heard from the house to the south ; 8) Maximum occupancy to be 200 people at all times; and 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.

Chairwoman Izaguirre asked if there were any phone calls in opposition.

Mr. Cervantes stated yes, they did receive one phone call in opposition.

Chairwoman Izaguirre asked if it was the neighbor in the rear.

Mr. Cervantes stated yes, her main concern was about the trash in the dumpsters. He mentioned they met at the site on Monday and was able to address her concern about the dumpsters. He stated after the meeting she expressed another concern about not having music in the business and the late hours of operation. He stated he told her they couldn't regulate no music inside the business.

Ms. Thompson asked regarding the music has there been noise complaints.

Mr. Cervantes stated they did consult with PD and there were no noise complaints in the past year.

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. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

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

Mr. Sanchez asked what was Mr. Cervantes change to the recommendation.

Mr. Cervantes stated his change was for #7 No noise shall be heard from the property to the north.

The board agreed the Must comply with the noise ordinance was better than the No noise shall be heard from the property to the north.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Guevara moved to approve the conditional use permit renewal request with Must comply with the noise ordinance. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:47 p.m.

Ended: 5:48 p.m.

Item #6

Site Plan Approval:

**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
C-3
Syed Husain**

Mr. Ramirez stated the agenda item is for 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 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 approval. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:48 p.m.

Ended: 5:49 p.m.

Item #7

Site Plan Approval:

**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, R-3
MHA Conway Village**

c/o Rioplex Engineering, LLC

Mr. Ramirez stated 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 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 approval. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:49 p.m.

Ended: 5:53 p.m.

Item #8

Plat Approval

Subject to conditions:

**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,
R-1**

Developer: LAC Enterprises

Engineer: Benavides Engineering

Mr. Ramirez stated 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 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.

Mr. Cervantes stated Ms. Karen Prewitt is wanting to speak on the item.

Ms. Karen Prewitt resides at 2101 Mauve Drive in Mission. She stated this was approved for Single Family Residential zoning in April of last year and at that time it they did say that when it was presented as the subdivision that a plat note could be added for one story homes only. She mentioned she spoke with Mr. Cervantes before and he said that was not the case. She stated that would be her concern and if it is possible to add that plat note because when it was approved by the city council to go from agriculture to Single Family Residential that they did want to include that requirement.

Mr. Jerry Benavides resides at 520 Hunter Drive, Alamo, Texas. He stated he is the Engineer of record representing Leonel Cantu. He stated they are presenting this project. He mentioned they are meeting the 50 foot minimum width along with the 5,000 square foot lot sizes for Single Family Residential development. He stated he was listening to Ms. Karen's notes. He stated they presented this to the city and they haven't seen any comment or formal documentation stating any restrictions on the development of the property.

Mr. Cervantes stated when the rezoning was done last year that he believes there was some discussions about that, but he consulted with the city attorney and she stated that the city has no legal authority to require a plat note restricting the homes to one story.

Mr. Sanchez asked was it for one story houses.

Mr. Cervantes stated yes. He added that only the developer has that authority to impose a restriction like that and it would be in the deed restrictions. He mentioned it would be the only way, but it's up to the developer.

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.

Chairwoman Izaguirre abstained for item #9.

Started: 5:53 p.m.

Ended: 5:55 p.m.

Item #9

Plat Approval

Subject to conditions

**A lot without frontage to a public street for,
Izagi Subdivision, a 2.5- acre tract of land,**

**& Consideration of a
Variance:**

**more or less, being the West 726 feet of 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**

Mr. Ramirez stated that 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 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.

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

Ms. Thompson asked where is the 30 foot.

Mr. Ramirez stated on the south side of the property.

Ms. Thompson asked do they have a map showing that.

Mr. Ramirez stated the survey shows it on the south side.

Ms. Thompson asked if the 30 foot easement is not over lot 1.

Mr. Ramirez stated No, It's separate and apart from just the bottom.

Ms. Thompson asked if there was an aerial.

Staff displayed an aerial for the board.

Ms. Thompson asked if the driveway is the road and providing access to the lot to the south to that house in the rear of the property.

Mr. Ramirez stated that is correct there's that large home back there that also uses the same driveway.

Staff displayed the approval letter for the board.

Ms. Thompson asked if the driveway is a private driveway.

Mr. Ramirez stated yes, it is there has been an approval letter allowing the owner to access and use the driveway.

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

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

ITEM#10

ADJOURNMENT

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to adjourn the meeting. Mr. Guevara seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 5:55 p.m.

Diana Izaguirre, Chairwoman
Planning and Zoning Commission



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 20, 2025

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

AGENDA ITEM: Conduct a public hearing and consideration of a rezoning request from Single-family Residential District ("R-1") to Townhouse Residential District ("R-1T"), being 14.269 acres out of Lot 27-5, West Addition to Sharyland Subdivision, located along the East side of Holland Avenue approximately 320 feet North of Monte Cruz Street. Applicant: Mario Reyna c/o Triton Group Ventures, LLC - Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 22, 2025 – Application for rezoning submitted for processing.
- August 8, 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 20, 2025 – Public hearing and consideration of the requested rezoning by the Planning and Zoning Commission.
- August 25, 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 Single-family Residential District ("R-1") to Townhouse Residential District ("R-1T") to develop a townhouse residential development.
- The irregular-shaped tract of land has 14.269 acres in area and measures 274.53 feet along N. Holland Avenue and has a depth of 1,260 feet.
- The surrounding zones are Agricultural Open Interim (A-OI) to the South and East, Agricultural Open Interim (A-OI) and Mobile & Modular Home (R-4) to the West, and Single-family Residential (R-1) to the North.
- The surrounding land uses include single-family homes to the North and West, a mobile home subdivision to the West and East, a drain ditch and the IDEA Mission North school to the South.
- The subject property is vacant along.
- The Future Land Use Map shows the property designated for low density residential uses, but staff believes the property is in transition to medium-density residential land uses.
- Notices were mailed to 40 surrounding property owners. Planning staff received no phone calls from the surrounding property owners.

STAFF RECOMMENDATION:

Staff recommends approval to the rezoning request.

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

200' RADIUS MAILOUT

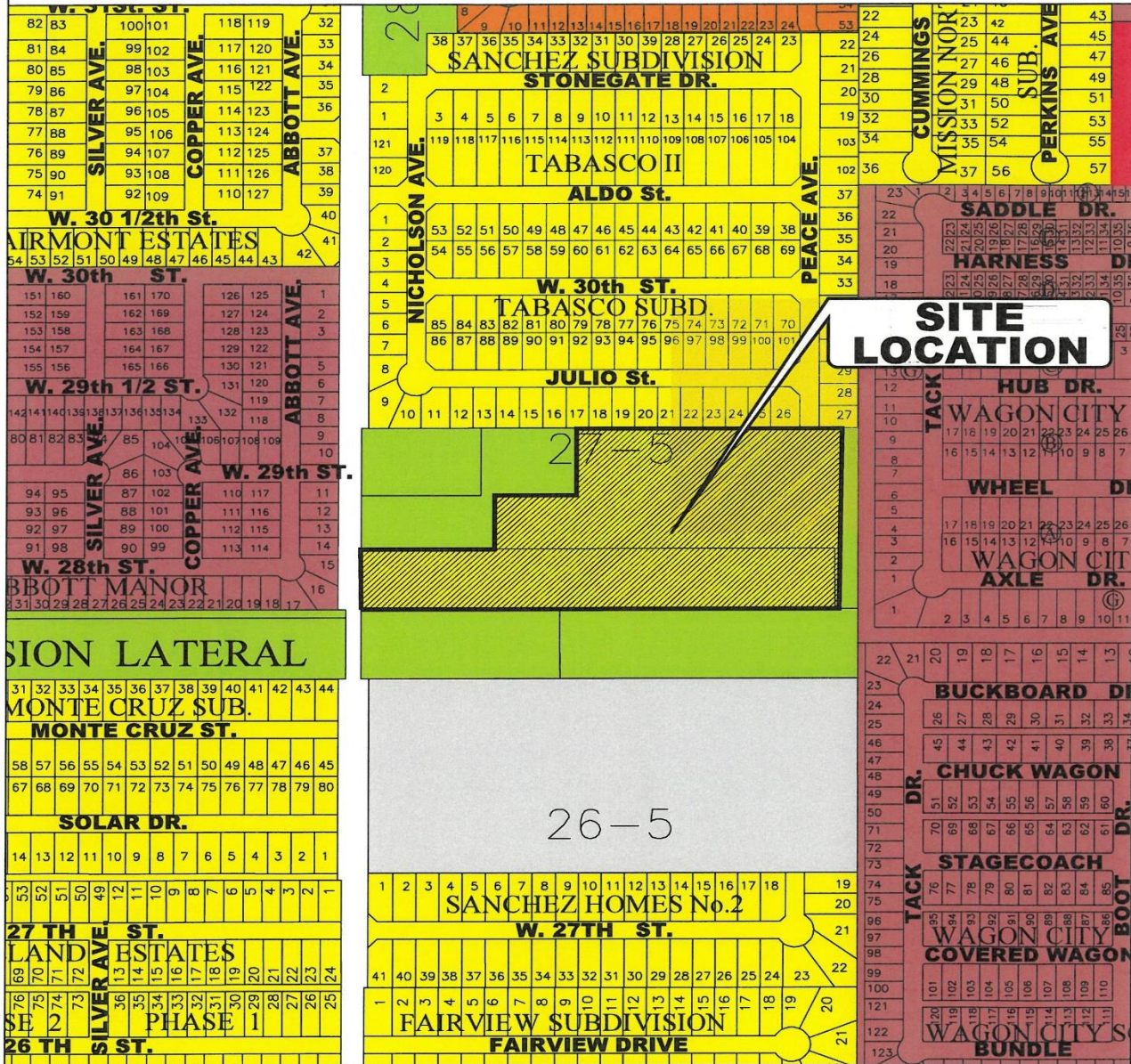


1201 E. 8th. Street
MISSION, TX 78572

PH: (956) 580-8672
FAX: (956) 580-8680

No.

ZONING MAP



ZONING LEGEND

| | | | | | |
|--|----------------------------------|--|---------------------------------|--|------------------------------|
| | A0-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 MFCT'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 |

AERIAL



PROPERTY SURVEY

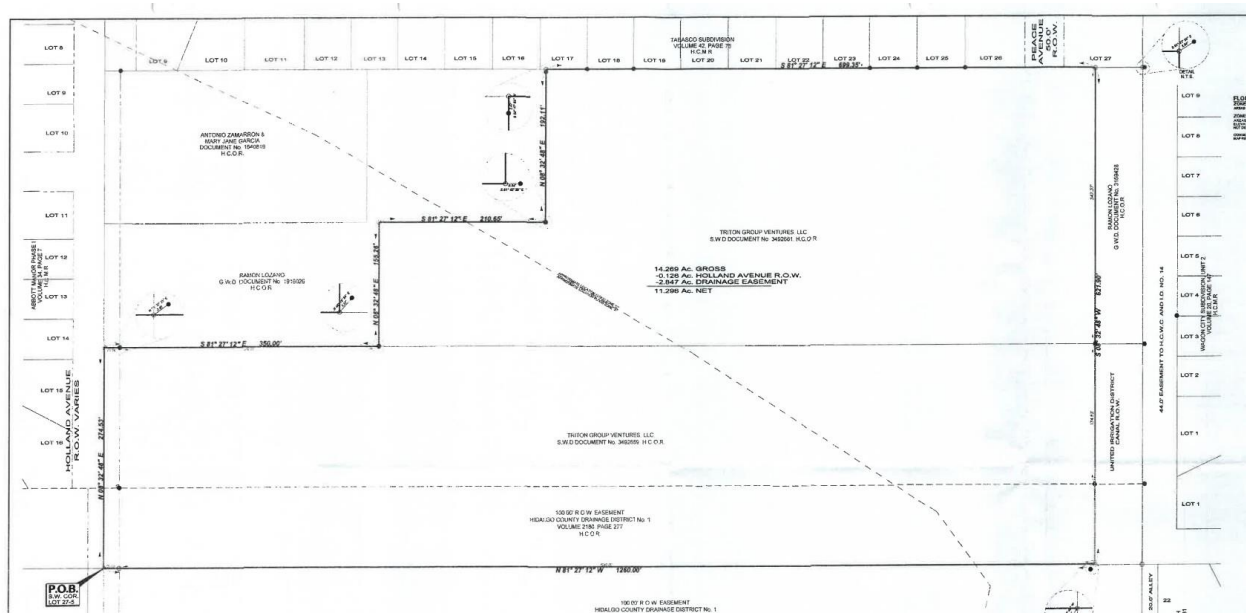
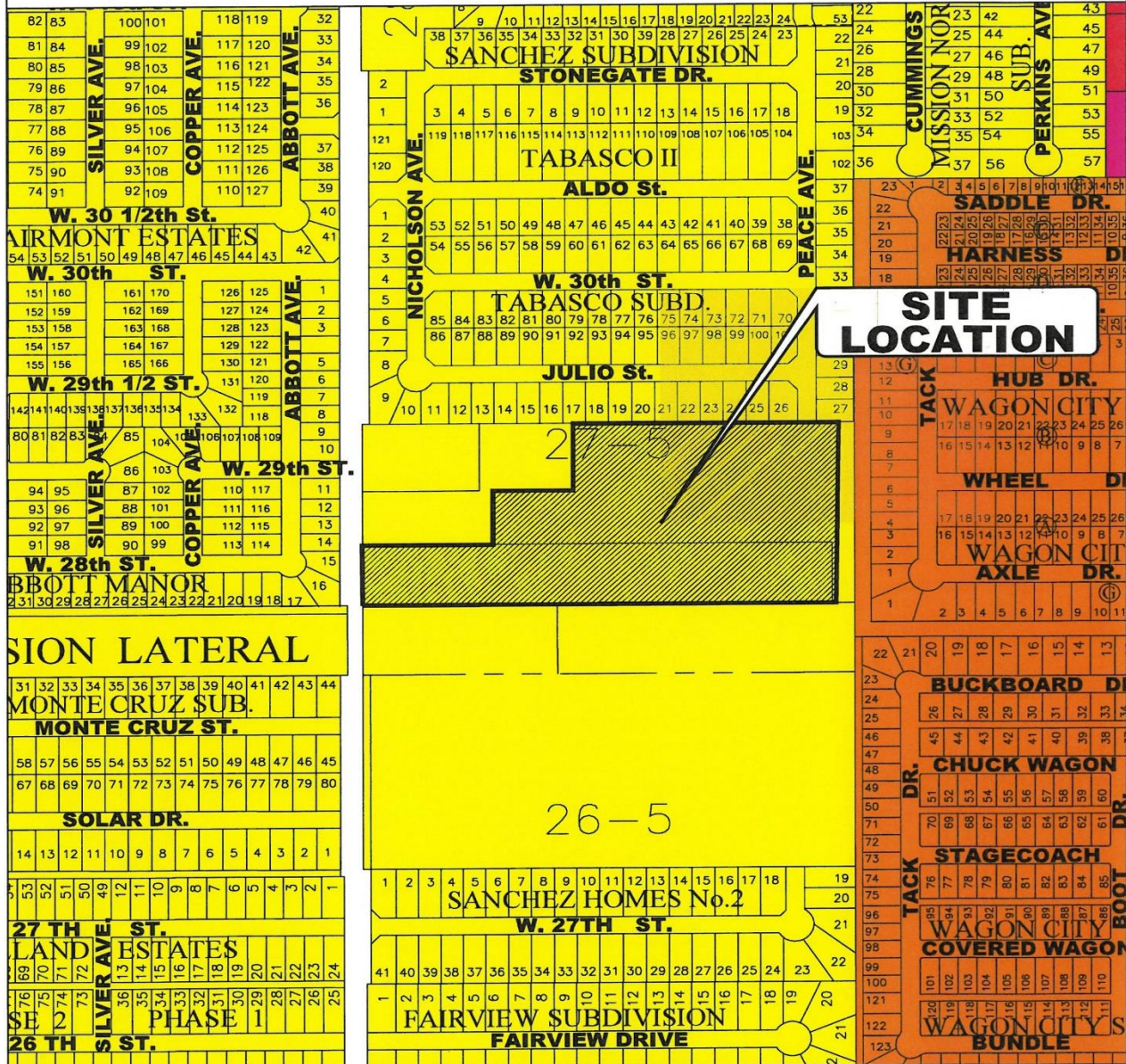


PHOTO OF THE SUBJECT PROPERTY



FUTURE LAND USE MAP



FUTURE LAND USE MAP

- | | |
|---|---|
| - LD - Low Density Res. | - GC - General Commercial |
| - LDA - Lower Density Res. | - HC - Heavy Commercial |
| - MD - Moderate Density Res. | - I - Industrial |
| - HD - High Density Res. | - P - Public |
| - Neighborhood Commercial | - PUD - Planned Unit Development |

MAILOUT LIST

| PROP_ID | name | addrDelive | addrCity | addrState | addrZip |
|----------|--|-------------------------------------|--------------|-----------|------------|
| 320071 | LARSON DAVID & SUZANNE LARSON | 2707 N CONWAY UNIT 520 | MISSION | TX | 78574-2135 |
| 320072 | CERVANTES JULIO & IRMA I GALVAN | 2707 N CONWAY AVE | MISSION | TX | 78574-2135 |
| 658564 | SANTIAGO MIRNA E & LUIS C PEREZ NARRO | 701 JULIO ST | MISSION | TX | 78574-4007 |
| 658565 | A P INVESTMENTS COMPANY LLC | 11916 N BRYAN RD | MISSION | TX | 78573-6763 |
| 658566 | MELARA MARIA INEZ | 617 JULIO ST | MISSION | TX | 78574-4011 |
| 658567 | MARTINEZ JUAN & MARIA | 615 JULIO ST | MISSION | TX | 78574 |
| 658568 | RIVERA JUAN JR | 2703 E MILE 3 RD | PALMHURST | TX | 78573-0731 |
| 319988 | MARLOW WAYNE A & KAREN M | 2645 QUASQUETON DIAGONAL BLVD LOT 2 | INDEPENDENCE | IA | 50644-9328 |
| 319996 | BLACKWELL TIMOTHY C | 8187 S PEOGA RD | TRAFALGAR | IN | 46181-8712 |
| 319998 | MCMANUS D GRANT & BONNIE L | 4810 52ND AVE | MOLINE | IL | 61265-7558 |
| 319987 | MICHAEL BILLY L & THEO ANN | 2905 N CONWAY AVE UNIT 100 | MISSION | TX | 78574-2129 |
| 319989 | RODRIGUEZ NORA OLVERA | 2905 N CONWAY AVE UNIT 253 | MISSION | TX | 78574-2134 |
| 319995 | OTTERNESS GARY | 17276 OTTERNESS RD | SPRING GROVE | MN | 55974-2505 |
| 319997 | ARTHAUD SANDRA | 2905 N CONWAY AVE UNIT 200 | MISSION | TX | 78574-2132 |
| 319990 | BROWN BENNY RAY | 2905 N CONWAY AVE UNIT 205 | MISSION | TX | 78574-2133 |
| 319992 | GINGER MARY & WILLIAM A LUHRS | 2905 N CONWAY AVE UNIT 207 | MISSION | TX | 78574-2133 |
| 319993 | GARNES DENNIS | 2905 N CONWAY UNIT 3 | MISSION | TX | 78574-2127 |
| 319994 | AGUILAR SYLVIA | 2905 N CONWAY AVE UNIT 74 | MISSION | TX | 78574-2129 |
| 658561 | RODRIGUEZ JOSE JR | 707 JULIO ST | MISSION | TX | 78574-4007 |
| 658560 | SANCHEZ JUAN JOSE | 709 JULIO ST | MISSION | TX | 78574-4007 |
| 658562 | RICHARDS ELMA A & BRADLEY | 705 JULIO ST | MISSION | TX | 78574-4007 |
| 658569 | ZENDEJAS MYRNA | 9932 VIRGINIA AVE APT L | SOUTH GATE | CA | 90280-6068 |
| 658571 | CORTINAS GUILLERMO GUADALUPE II & EGLAEN LERMA | 607 JULIO ST | MISSION | TX | 78574-4011 |
| 658637 | DICKINSON LYUDMYLA | 1908 W 41 1/2 ST | MISSION | TX | 78573-5001 |
| 658639 | RODRIGUEZ ROSA ELVIA | 700 JULIO ST | MISSION | TX | 78574-4006 |
| 658644 | ZENDEJAS MYRNA | 2221 HACKBERRY AVE | MISSION | TX | 78572-3395 |
| 658646 | VASQUEZ LUCIA | 1702 N OAK ST | ALTON | TX | 78573-4051 |
| 658563 | PERALTA ANNE | 703 JULIO ST | MISSION | TX | 78574-4007 |
| 658570 | FUENTES ARTURO & FLORENCIA T | 609 JULIO ST | MISSION | TX | 78574-4011 |
| 658572 | FLORES ROBERTO Q | 605 JULIO ST | MISSION | TX | 78574-4011 |
| 658636 | TJERINA STEPHANY LISSBETH | 706 JULIO ST | MISSION | TX | 78574-4006 |
| 658638 | MORFIN CHRISTIAN | 702 JULIO ST | MISSION | TX | 78574-4006 |
| 658645 | FERNANDEZ ANGEL ERNESTO | 608 JULIO ST | MISSION | TX | 78574-4008 |
| 658647 | HERRERA JAZMIN & MARTIN | 2105 WESTWAY AVE | MCALLEN | TX | 78501-6169 |
| 317101 | HIDALGO COUNTY DRAINAGE DIST NO. 1 | 902 N DOOLITTLE RD | EDINBURG | TX | 78542 |
| 317054 | HIDALGO COUNTY DRAINAGE DIST NO. 1 | 902 N DOOLITTLE RD | EDINBURG | TX | 78542 |
| 320010 | HORAK VALERA E & JOSEPH F | 913 W 13 ST | YANKTON | SD | 57078-2734 |
| 320011 | GARCIA JULIO C & ODILIA | 2905 N CONWAY AVE UNIT 243 | MISSION | TX | 78574-2134 |
| 598598 | MONTES FRANCISCO JAVIER CABALLERO | 2805 GOLD AVE | MISSION | TX | 78574-7636 |
| 598596 | STATEWIDE MOBILE HOMES LLC | 1409 N MAIN ST | MCALLEN | TX | 78501-4335 |
| 598602 | CEPEDA JAIME JAVIER M & MARILU MENDOZA RIVERA | 803 W 28TH ST | MISSION | TX | 78574-7641 |
| 598597 | GOMEZ JOSE | 2806 ABBOTT AVE | MISSION | TX | 78574-7643 |
| 598601 | ELIZONDO JESUS | 801 W 28TH ST | MISSION | TX | 78574-7641 |
| 598600 | LAGUNA VICTOR L & LILIA M DURAN | 2800 ABBOTT AVE | MISSION | TX | 78574-7643 |
| 598599 | REPA PROPERTIES LLC | 3805 PLANTATION GROVE BLVD STE 31 | MISSION | TX | 78572-6223 |
| 658558 | ALANIS RENE ROLANDO | 713 JULIO ST | MISSION | TX | 78574-4007 |
| 658559 | CASTRO BEATRIZ & JORGE ANTONIO | 711 JULIO ST | MISSION | TX | 78574-4007 |
| 658575 | MATIAS HERSON & YOLANDA | 2910 PEACE AVE | MISSION | TX | 78574-4040 |
| 658576 | LOPEZ AMY D | 2912 PEACE AVE | MISSION | TX | 78574-4040 |
| 658640 | MARTINEZ NANCY | 618 JULIO ST | MISSION | TX | 78574-4008 |
| 658641 | RAMIREZ MARIA T | 616 JULIO ST | MISSION | TX | 78574-4008 |
| 658642 | APARICIO MOISES R & ENEREYDA R | 1404 TIFFANY DR | MISSION | TX | 78573-0175 |
| 658643 | ZENDEJAS MYRNA | 2221 HACKBERRY AVE | MISSION | TX | 78572-3395 |
| 688402 | HIDALGO COUNTY DRAINAGE DIST NO. 1 | 902 N DOOLITTLE RD | EDINBURG | TX | 78542 |
| 319999 | SCARBOROUGH STEVEN HUGH & KAREN JEAN | 2401 E HARRIET LEA | SIOUX FALLS | SD | 57103-4628 |
| 1015002 | IDEA PUBLIC SCHOOLS INC | 505 ANGELITA DR | WESLACO | TX | 78599-8693 |
| 658574 | CARRIZALES ERIC E & KARISSA A TJERINA | 2908 PEACE AVE | MISSION | TX | 78574-4040 |
| 317098 | LOZANO RAMON | 2806 HOLLAND ST | MISSION | TX | 78574-3759 |
| 550544 | ZAMARRON ANTONIO | 2902 HOLLAND ST | MISSION | TX | 78574-1361 |
| 658573 | GARCIA ALYSSA S | 2906 PEACE AVE | MISSION | TX | 78574-4040 |
| 1314029 | TRITON GROUP VENTURES LLC | 2317 S 48TH ST | MCALLEN | TX | 78503 |
| 567423 | ZAMARRON ANTONIO | 2902 HOLLAND ST | MISSION | TX | 78574-1361 |
| 317099 | TRITON GROUP VENTURES LLC | 2317 S 48TH ST | MCALLEN | TX | 78503 |
| 591534 | CITY OF MISSION | 1201 E 8TH ST | MISSION | TX | 78572-5812 |
| 20872702 | LOZANO RAMON | 2806 HOLLAND ST | MISSION | TX | 78574-3759 |



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 20, 2025

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

AGENDA ITEM: Conduct a public hearing and consideration of a rezoning request from Single-family Residential District ("R-1") to General Business District ("C-3"), being Lot 19, Block 3, Oakwood Estates Subdivision, located at the Northeast corner of W. Griffin Parkway and River Oak Avenue. Applicant: Eduardo Sanchez - Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 29, 2025 – Application for rezoning submitted for processing.
- August 8, 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 20, 2025 – Public hearing and consideration of the requested rezoning by the Planning and Zoning Commission.
- August 25, 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 Single-family Residential District ("R-1") to General Business District ("C-3") for a possible commercial development.
- The lot of record measures 65 feet by 120 feet. According to the Hidalgo County Appraisal District the lot has an area of 0.1771 acres.
- The surrounding zones are Single-family Residential (R-1) to the North and East, and General Retail district (C-3) to the West and South.
- The surrounding land uses are a commercial plaza to the west, Tropical Breeze Snow Cones to the West, The Little Club Dependent Center to the South and a single family home to the North.
- The subject property is vacant.
- 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 22 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:** _____**TABLED:** _____

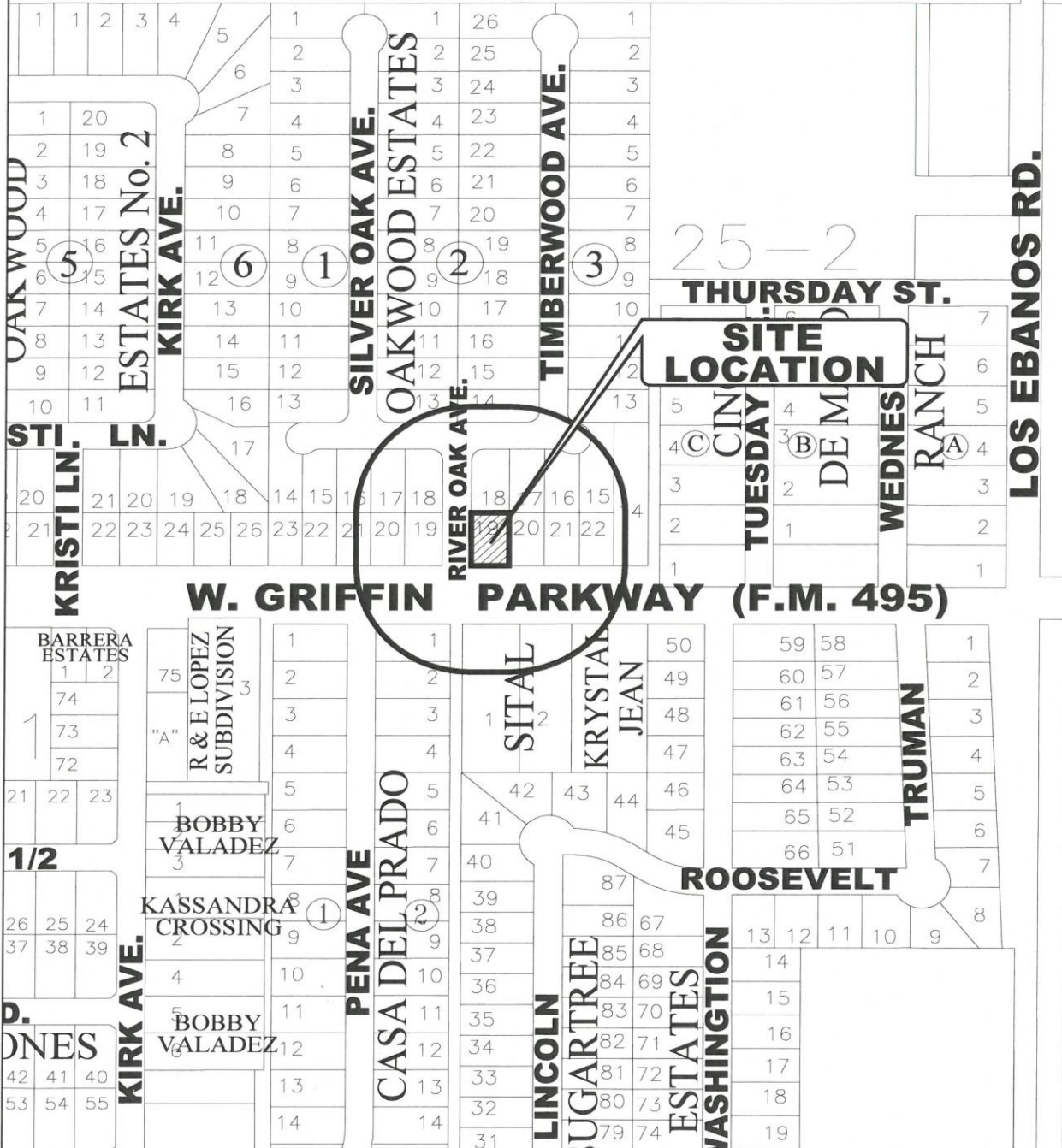
_____ AYES

_____ NAYS

_____ DISSENTING _____

LEGAL NOTICE MAP

EDINBURG MAIN CANAL R.O.W.



200' RADIUS MAILOUT



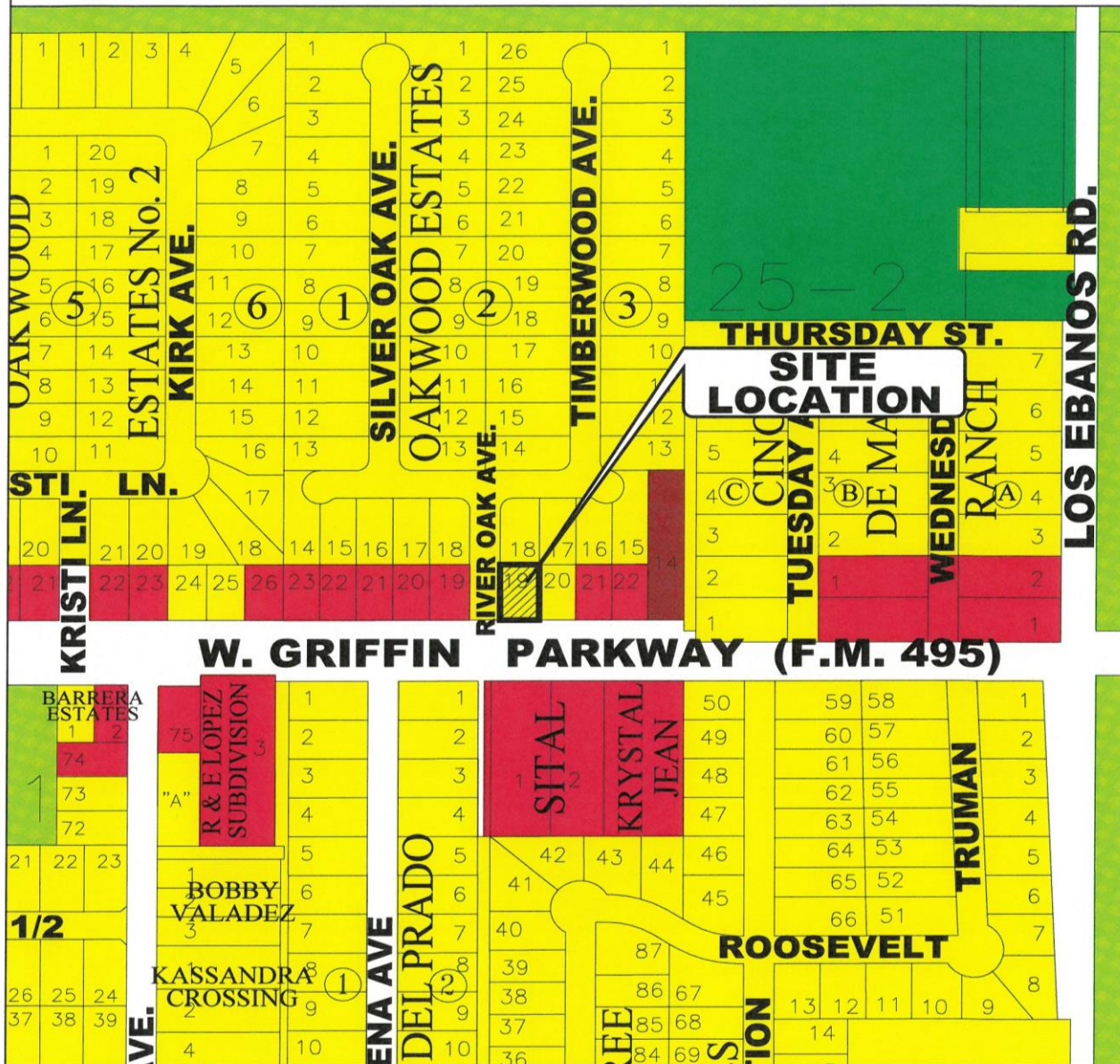
CITY OF MISSION
HIDALGO COUNTY, TEXAS

1201 E. 8th Street
MISSION, TX 78572

PH: (956) 580-8672
FAX: (956) 580-8680

No.

ZONING MAP



ZONING LEGEND

| | | | | | |
|--|----------------------------------|--|---------------------------------|--|------------------------------|
| | A0-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 MFCT'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 |

AERIAL



SUBJECT PROPERTY FROM THE RECORDED PLAT

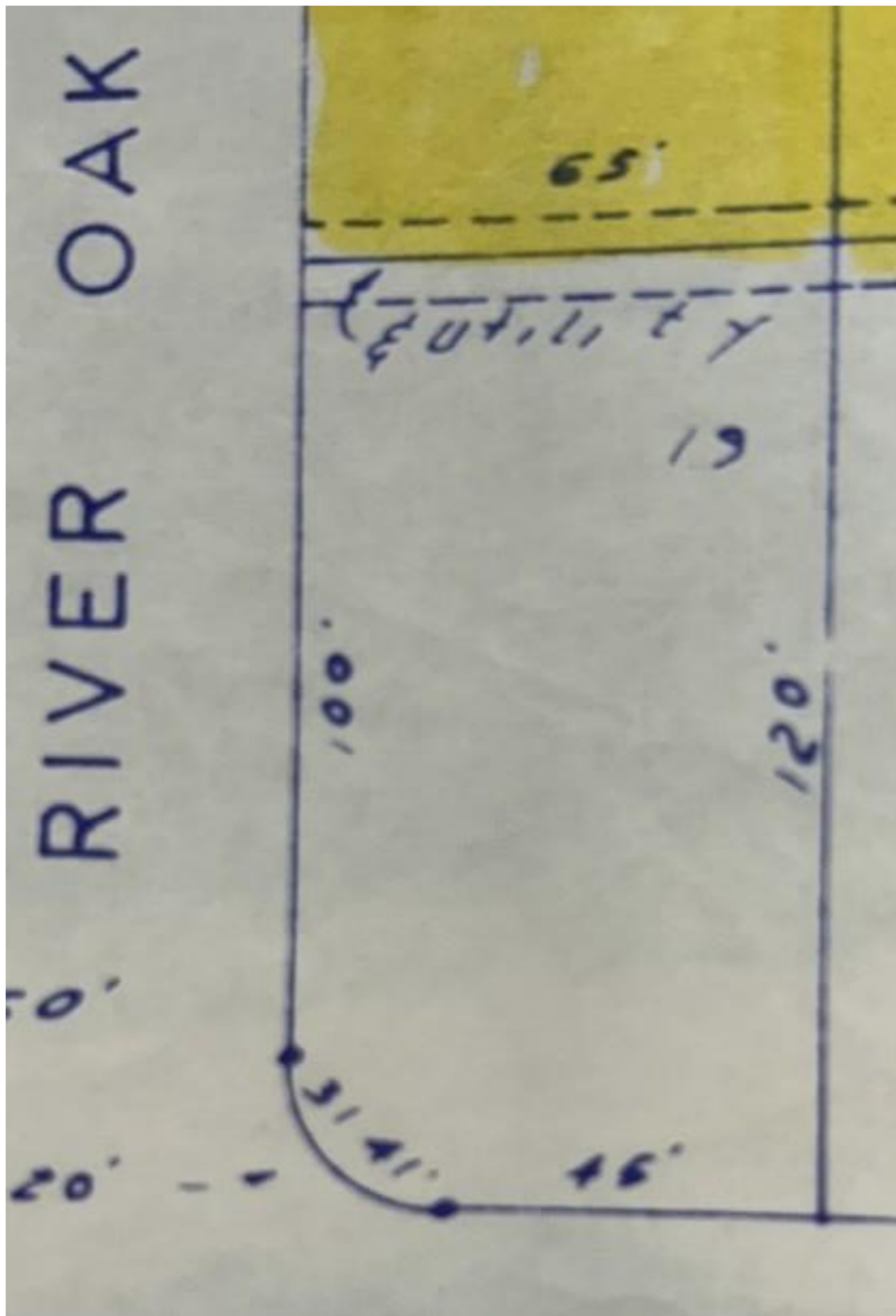
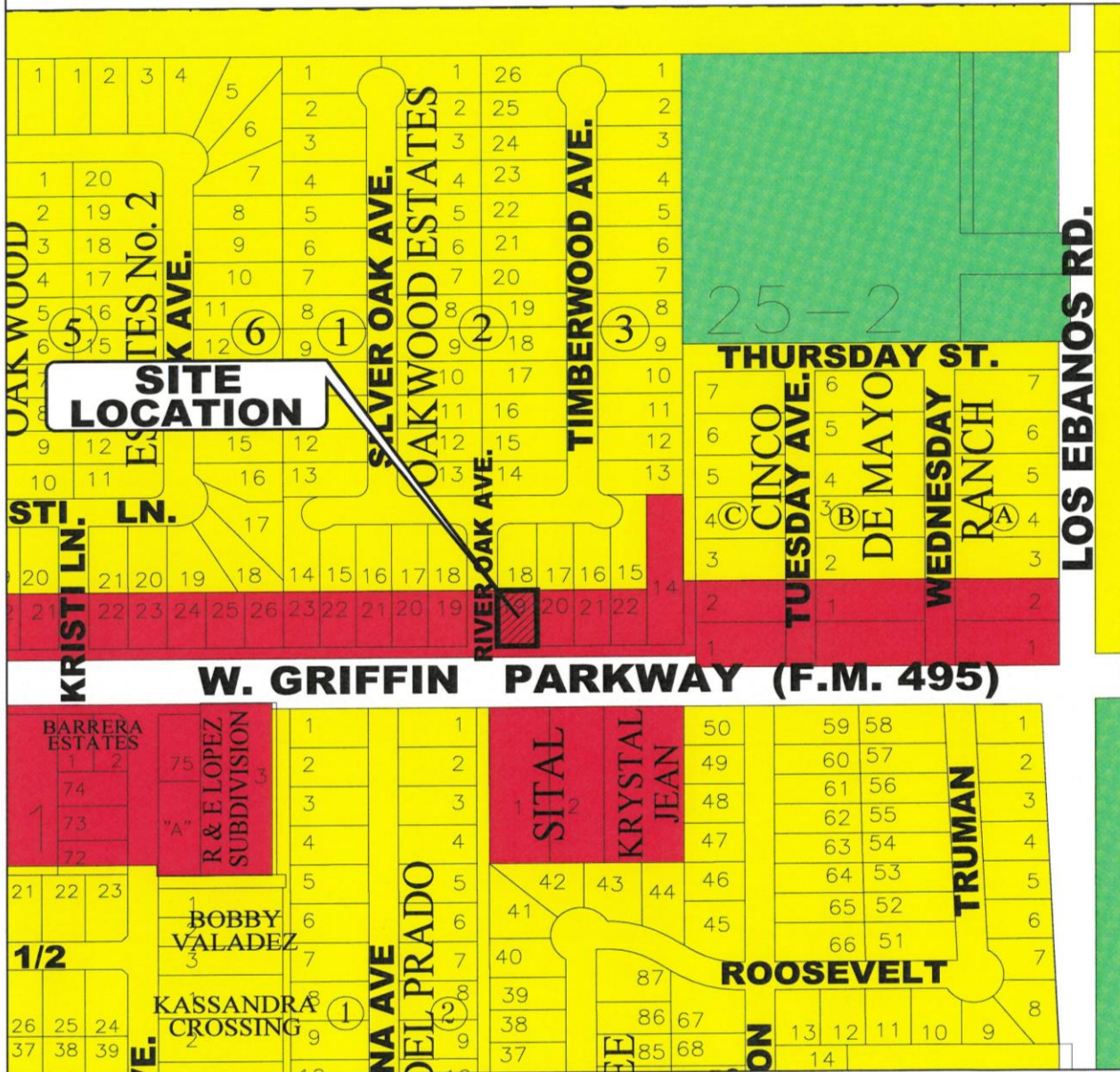


PHOTO OF THE PROPERTY



FUTURE LAND USE MAP



FUTURE LAND USE MAP

- | | |
|--|--|
| - LD - Low Density Res. | - GC - General Commercial |
| - LDA - Lower Density Res. | - HC - Heavy Commercial |
| - MD - Moderate Density Res. | - I - Industrial |
| - HD - High Density Res. | - P - Public |
| - ● - Neighborhood Commercial | - PUD - Planned Unit Development |

MAILOUT LIST

| PROP_ID | name | addrDelive | addrCity | addrState | addrZip |
|---------|--|-------------------------|----------|-----------|------------|
| 250376 | NAVARRO ADRIANNA M & MARIA G | 2401 SILVER OAK | MISSION | TX | 78574-2578 |
| 686138 | LITTLE CLUB YOUTH FOUNDATION | 1605 W GRIFFIN PKWY | MISSION | TX | 78572 |
| 686137 | LITTLE CLUB YOUTH FOUNDATION | 1605 W GRIFFIN PKWY | MISSION | TX | 78572 |
| 250427 | GUTIERREZ JUAN JOSE III | 2116 ROMAN ST | MISSION | TX | 78573-8204 |
| 250428 | GRACIA SERGIO HOMERO CERDA & NALLELY CERDA | 1907 S 48TH LN | MCALLEN | TX | 78503-0023 |
| 250426 | SANCHEZ HOMES INC | 6901 W INTERSTATE HWY 2 | MISSION | TX | 78572-1868 |
| 250429 | ADAME JUAN ANTONIO | 1811 W 30TH ST | MISSION | TX | 78574-8289 |
| 250379 | JNG1422 LLC | 1210 ZARATE ST | SAN JUAN | TX | 78589-3881 |
| 250422 | TRONCOSO OLGA | 2406 TIMBERWOOD AVE | MISSION | TX | 78574-2502 |
| 250423 | LONGORIA GLORIA A | 2404 TIMBERWOOD AVE | MISSION | TX | 78574-2502 |
| 250374 | LOZANO NOEMI | 2405 SILVER OAK AVE | MISSION | TX | 78574-2578 |
| 250377 | BRISENO MARGIE J | 1805 W 21ST ST | MISSION | TX | 78572-0716 |
| 250375 | RAMON ROGELIO R & SANDRA K SANCHEZ | 2403 SILVER OAK AVE | MISSION | TX | 78574-2578 |
| 250378 | SALINAS SERGIO | 2503 SEQUOIA DR | MISSION | TX | 78572-4712 |
| 250394 | GARCIA IRENE | 710 BLUE QUAIL | LYTLE | TX | 78052 |
| 250425 | MENDOZA EDUARDO | 2400 TIMBERWOOD AVE | MISSION | TX | 78574-2502 |
| 250395 | GARCIA EMILIO Jr | 2401 TIMBERWOOD AVE | MISSION | TX | 78574-2501 |
| 250424 | GARZA MAGDALENA | 2402 TIMBERWOOD | MISSION | TX | 78574-2502 |
| 715668 | LITTLE CLUB YOUTH FOUNDATION | 1605 W GRIFFIN PKWY | MISSION | TX | 78572 |
| 133341 | CANO ENRIQUE | 2034 PENA ST | MISSION | TX | 78572-7524 |
| 133342 | SANDOVAL JOEL & YOLANDA | 2032 PENA ST | MISSION | TX | 78572-7524 |
| 250421 | ROSAS ANDRES E & NELLY M | 4405 SANTA LYDIA | MISSION | TX | 78572-9636 |



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 20, 2025

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

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit for a Home Occupation – Nursery in a property zoned (AO-I) Agricultural Open Interim District, being Lot 2, Lozano Estates Subdivision, located at 1711 W. Mile 3 Road, Applicant: Antonio Arellano – Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 25, 2025 – Application for Conditional Use Permit (“CUP”) submitted to the City for processing.
- August 8, 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 20, 2025 – Public hearing and consideration of a Conditional Use Permit by the Planning and Zoning Commission.
- August 25, 2025 – Public hearing and consideration of a Conditional Use Permit by the City Council.

Summary:

- The subject site is located approximately 1,000 east of Inspiration Road along the south side of Mile 3 Road. The applicant has a large agricultural lot fronting 114.63 feet along W. Mile 3 Road, with a depth of 516.36 feet.
- Per Code of Ordinance, a nursery requires the approval of a Conditional Use Permit by the City Council.
- The applicant is requesting a conditional use permit to have a nursery on his lot where he has his homestead. Access to the site is off W. Mile 3 Road. The applicant proposes to have the plants displayed on a designated area along the front of the property, behind the fence.
- The proposed days and hours of operation are Monday–Saturday from 9:00 am to 6:00 pm and Sunday from 9:00 am to 3:00 pm
- Staff: 5 employees
- Parking: The applicant has a long driveway that could easily stack up 4 to 5 vehicles and a circular driveway in front of the property for at least 5 vehicles.
- 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 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. No vehicles will be allowed to park on the lawn or the Mile 3 right-of-way.
4. CUP is not transferable to others.
5. Hours of operation to be as follows: Monday – Saturday from 9:00 am to 6:00 pm, and Sunday from 9:00 am to 3:00 pm

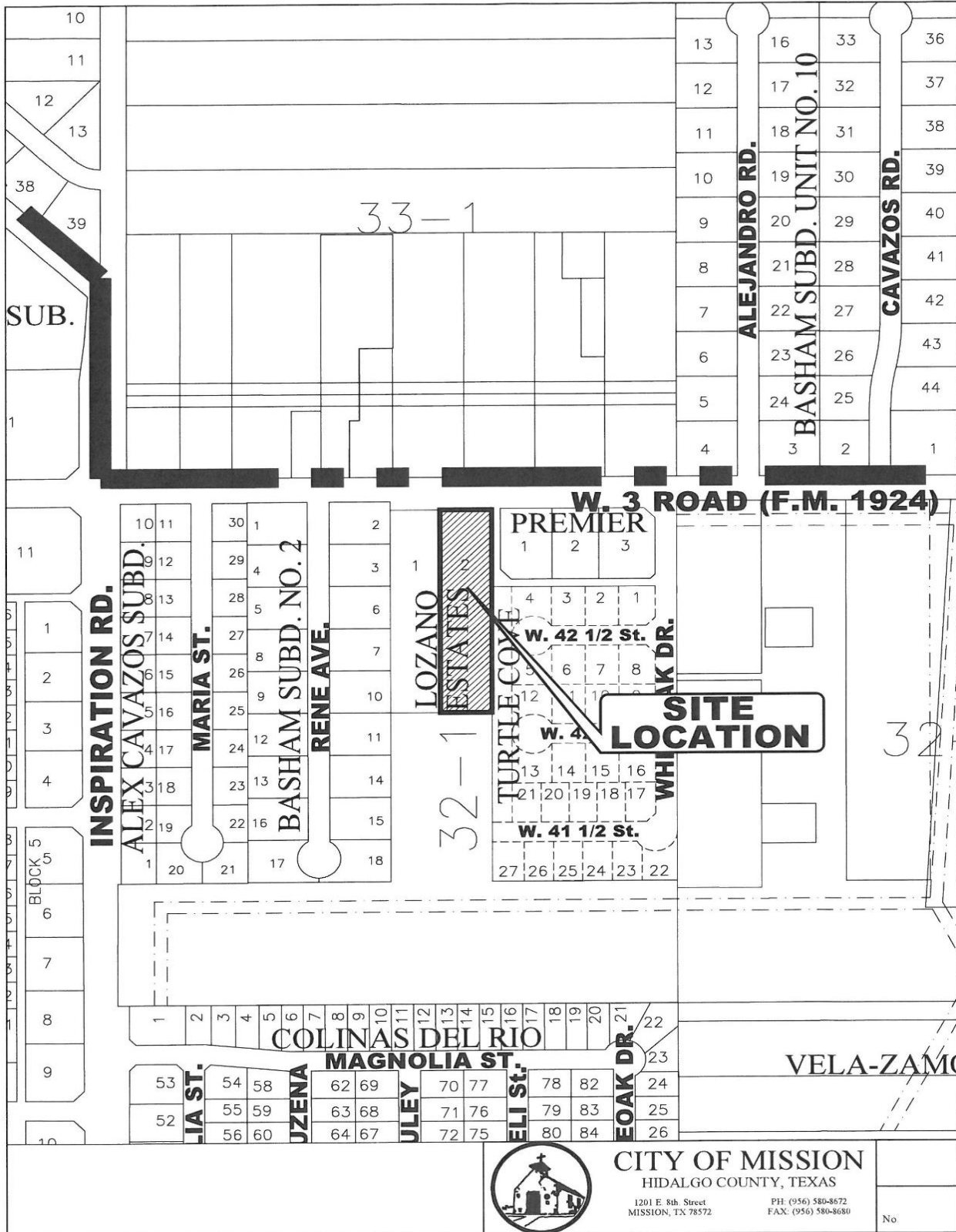
RECORD OF VOTE:**APPROVED:** _____**DISAPPROVED:** _____**TABLED:** _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

VICINITY MAP



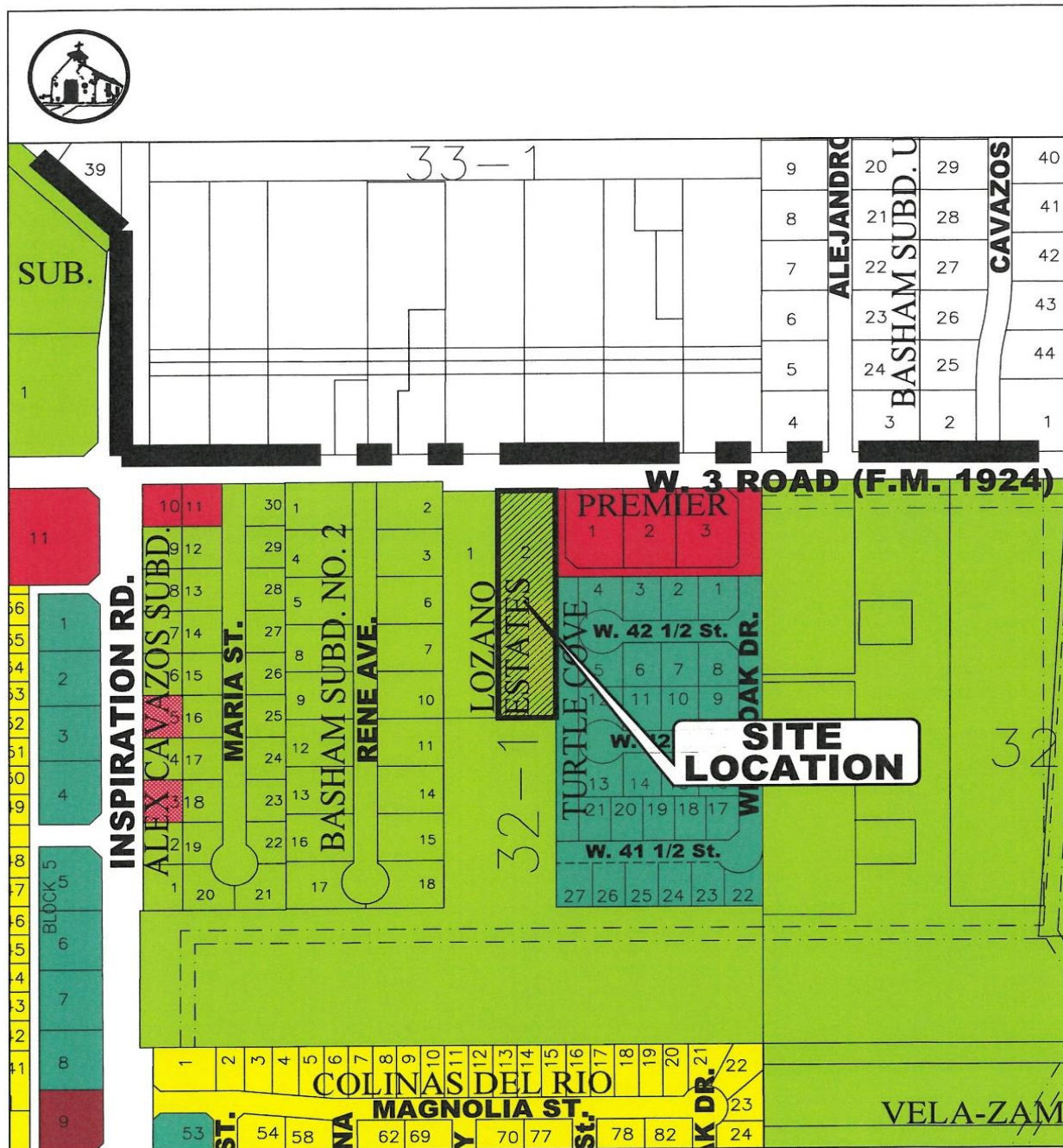
CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 580-8672
 FAX: (956) 580-8680

No



















ARIEL MAP



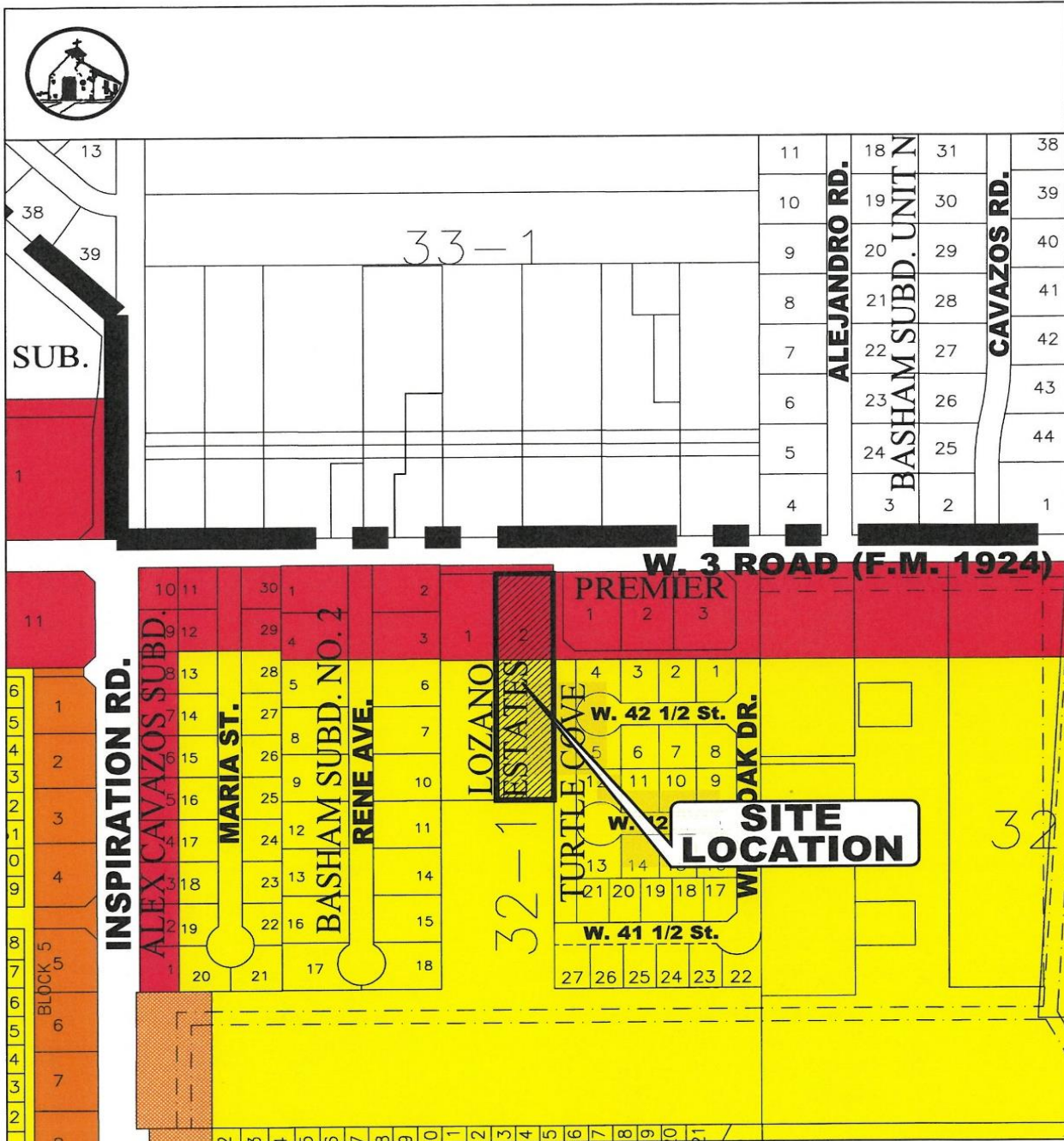
ZONING MAP



ZONING LEGEND

| | | | | | | | | |
|---|------|-----------------------------|---|-----|----------------------------|---|-----|--------------------------|
|  | A0-I | AGRICULTURAL OPEN INTERIM |  | R-3 | MULTI-FAMILY RESIDENTIAL |  | C-4 | HEAVY COMMERCIAL |
|  | A0-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 |

ATTACHMENTS



FUTURE LAND USE MAP

- | | |
|---|--|
| - LD - Low Density Res. | - GC - General Commercial |
| - LDA - Lower Density Res. | - HC - Heavy Commercial |
| - MD - Moderate Density Res. | - I - Industrial |
| - HD - High Density Res. | - P - Public |
| - ● - Neighborhood Commercial | - PUD - Planned Unit Development |

ATTACHMENTS



Site Plan

Plants will be sold in the boxed designated area.

Customer parking will be designated under the trees on the green areas to make sure the driveway is cleared of parking at all times.

ATTACHMENTS



ATTACHMENTS

Antonio Arellano

1711 W Mile 3 Rd

Mission, TX 78573

Phone: 956 638 8202

Email: arellano001c2v@gmail.com

August 1, 2025**Planning and Zoning Department**

City of Mission

Mission, TX

Subject: Conditional Use Permit Request – Nursery Plant Business at 1711 W Mile 3 Rd

Dear Planning and Zoning Commission,

I am writing to formally request a **Conditional Use Permit (CUP)** for the operation of a retail nursery business on my property, located at **1711 W Mile 3 Rd, Mission, TX 78573**, legally described as **Lozano Estates Lot 2**, with **Tax ID 3-20574-6543-0**.

The purpose of this permit is to allow the retail sale of high-quality, locally grown nursery plants to the community. Our mission is to promote sustainable gardening practices while offering a diverse selection of plants that thrive in our local environment.

Business Details:

- **Proposed Use:** Retail Nursery Plant Sales
- **Days of Operation:** Monday – Saturday, 9:00 AM to 6:00 PM
- **Sunday Hours:** 9:00 AM to 3:00 PM
- **Requested Duration of CUP:** 5+ years
- **Number of Employees:** 5 (Myself – Antonio Arellano, my wife – Lorena Cantu, and our children – Gael, Ximena, and Alexandra)
- **Property Size:** 1.35 acres

The property has ample space for the proposed nursery, including sufficient parking for customers and visitors. It is situated in a high-traffic area with existing commercial activity both in front of and next to our location. We believe that adding a nursery business will not only complement the surrounding commercial environment but also provide a valuable, eco-friendly service to the residents of Mission.

ATTACHMENTS

We are committed to maintaining the character of the area, complying with all applicable zoning regulations, and addressing any conditions required by the city.

Please let me know if additional documentation, is needed to process this request. We look forward to the opportunity to contribute to the growth and beauty of Mission through this venture.

Thank you for your time and consideration.

Sincerely,

Antonio Arellano

Property Owner & Applicant

1711 W Mile 3 Rd

Mission, TX 78573

MAILOUT LIST

| PROP_ID | geoID | name | addrDelive | addrCity | addrState | addrZip |
|---------|----------------------|---------------------------------|---------------------|-------------|-----------|------------|
| 122583 | B1900-02-000-0007-00 | CUELLAR TOMAS G & RAMONA | 4202 RENE AVE | MISSION | TX | 78573-9191 |
| 122582 | B1900-02-000-0006-00 | CASTILLO MARIA AZUCENA L | 21414 RAVELLO VISTA | SAN ANTONIO | TX | 78259-1761 |
| 122586 | B1900-02-000-0010-00 | BAUTISTA ALBERTO JR & LORENA | 4200 RENE AVE | MISSION | TX | 78573 |
| 122590 | B1900-02-000-0014-00 | DE LEON ROSALBA | 4106 RENE AVE | MISSION | TX | 78573-9190 |
| 122587 | B1900-02-000-0011-00 | PENA RAMIRO CESAR & GRACIELA | 4108 RENE AVE | MISSION | TX | 78573-9190 |
| 122579 | B1900-02-000-0003-00 | GARZA JOHN & MARIA GARZA | 4206 RENE AVE | MISSION | TX | 78573-9191 |
| 614240 | L6677-00-000-0001-00 | LOZANO ARMANDO JR | 1715 W MILE 3 RD | MISSION | TX | 78573-4025 |
| 614241 | L6677-00-000-0002-00 | CANTU LORENA & ANTONIO ARELLANO | 1711 W MILE 3 RD | MISSION | TX | 78573-4025 |
| 122578 | B1900-02-000-0002-01 | NUNEZ ESMERALDA | 1429 RICCO ST | EDINBURG | TX | 78539-2178 |
| 122577 | B1900-02-000-0002-00 | VILLARREAL NORMA ALICIA | 4208 RENE AVE | MISSION | TX | 78573-9191 |
| 732680 | P8325-00-000-0002-00 | LAND GRABBER LLC | 550 W 3 MILE LINE | PALMHURST | TX | 78573 |
| 732678 | P8325-00-000-0001-00 | LAND GRABBER LLC | 550 W 3 MILE LINE | PALMHURST | TX | 78573 |
| 521781 | W0100-00-032-0001-09 | BAZAN LYDIA E | 2405 REDWOOD AVE | MCALLEN | TX | 78501-6413 |
| 521780 | W0100-00-032-0001-07 | CANTU MANUEL | 4106 RENE AVE | MISSION | TX | 78573-9190 |
| 317527 | W0100-00-032-0001-03 | TOWN & COUNTRY MCALLEN LLC | 1602 W EXPY 83 | ALAMO | TX | 78516-3500 |
| 317628 | W0100-00-033-0001-00 | VELA ALBA ET AL | 1708 W MILE 3 RD | MISSION | TX | 78573-6773 |
| 317635 | W0100-00-033-0001-07 | MONTALVO MARIA ESPERANZA | 1718 W MILE 3 RD | MISSION | TX | 78573-6773 |
| 317636 | W0100-00-033-0001-08 | PCSV INVESTMENTS LLC | 221 N 48TH ST | MCALLEN | TX | 78501-4197 |
| 902170 | W0100-00-033-0001-29 | VELA ALBA | 1708 W MILE 3 RD | MISSION | TX | 78573-6773 |
| 317637 | W0100-00-033-0001-09 | AUBRY DAVID L | 1806 W 3 MILE RD | MISSION | TX | 78574 |



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 20, 2025

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

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit for a Home Occupation for the Sale of Firearms – Custom Suppressor Solutions, LLC, in a (R-1A) Large Lot Single Family Residential District, being Lot 26, Rockingham Subdivision, located at 1706 Sandstone Drive, Applicant: Christopher Anderson – Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 28, 2025 – Application for Conditional Use Permit (“CUP”) submitted to the City for processing.
- August 8, 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 20, 2025 – Public hearing and consideration of a Conditional Use Permit by the Planning and Zoning Commission.
- August 25, 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 Sandstone Drive and Tulip Avenue.
- Per Code of Ordinance, a home occupation requires the approval of a Conditional Use Permit by the City Council.
- The applicant proposes to operate a federally licensed firearm business at his residence. The proposed use will provide limited firearm transfers, online sales processing, and/or gunsmithing services with no retail showroom. The conditional use permit is a requirement for his application with the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) for a Federal Firearm License. The business will function entirely from a secure, dedicated room within their home. Their proposed business will operate without signage or exterior advertising; store all firearms in locked, bolted-down safes, utilize a monitored alarm system and video surveillance; comply fully with all federal, state, and local regulations, ensure that all transfers require background checks via the NICS system; and restrict access to the secure business area to the owners only.
- The proposed days and hours of operation are Fridays from 5:00 pm to 6:00 pm by appointment only. (They expect minimal customer traffic, typically fewer than 3 visits per week)
- Staff: Husband and wife only
- Parking: There is a two-car driveway, a garage, and a circular driveway that could easily stack up two vehicles.

- The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (22) legal notices to surrounding property owners. The applicant provided letters of support from two of his neighbors.
- 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. Compliance with Section 1.56-1 (Home Occupations) of the Zoning Ordinance
3. Compliance with all City Codes (Building, Fire, Sign Codes, etc.)
4. Acquire a business license
5. CUP is not transferable to others
6. Hours of operation: Fridays from 5:00 pm to 6:00 pm, by appointment only

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

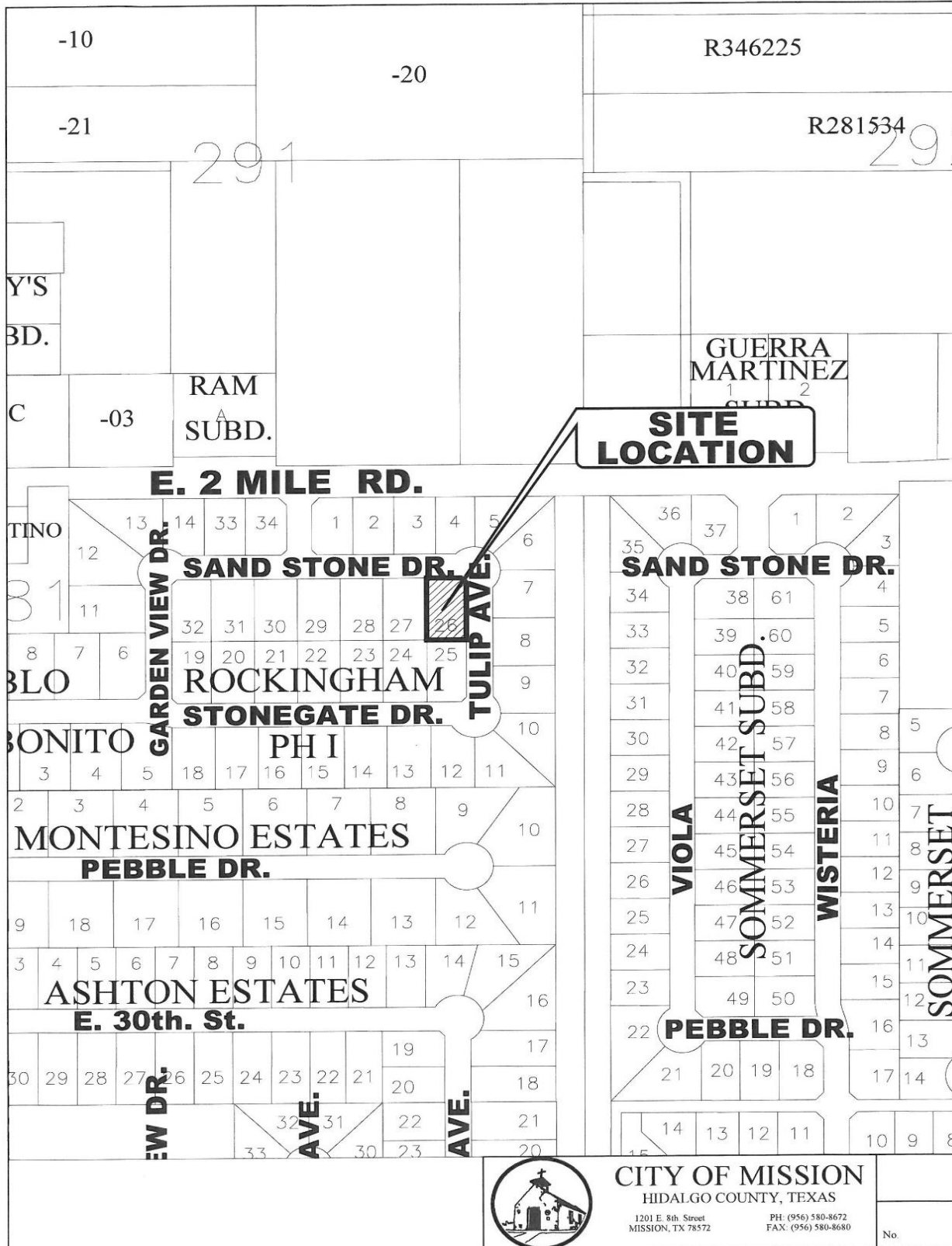
TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

VICINITY MAP



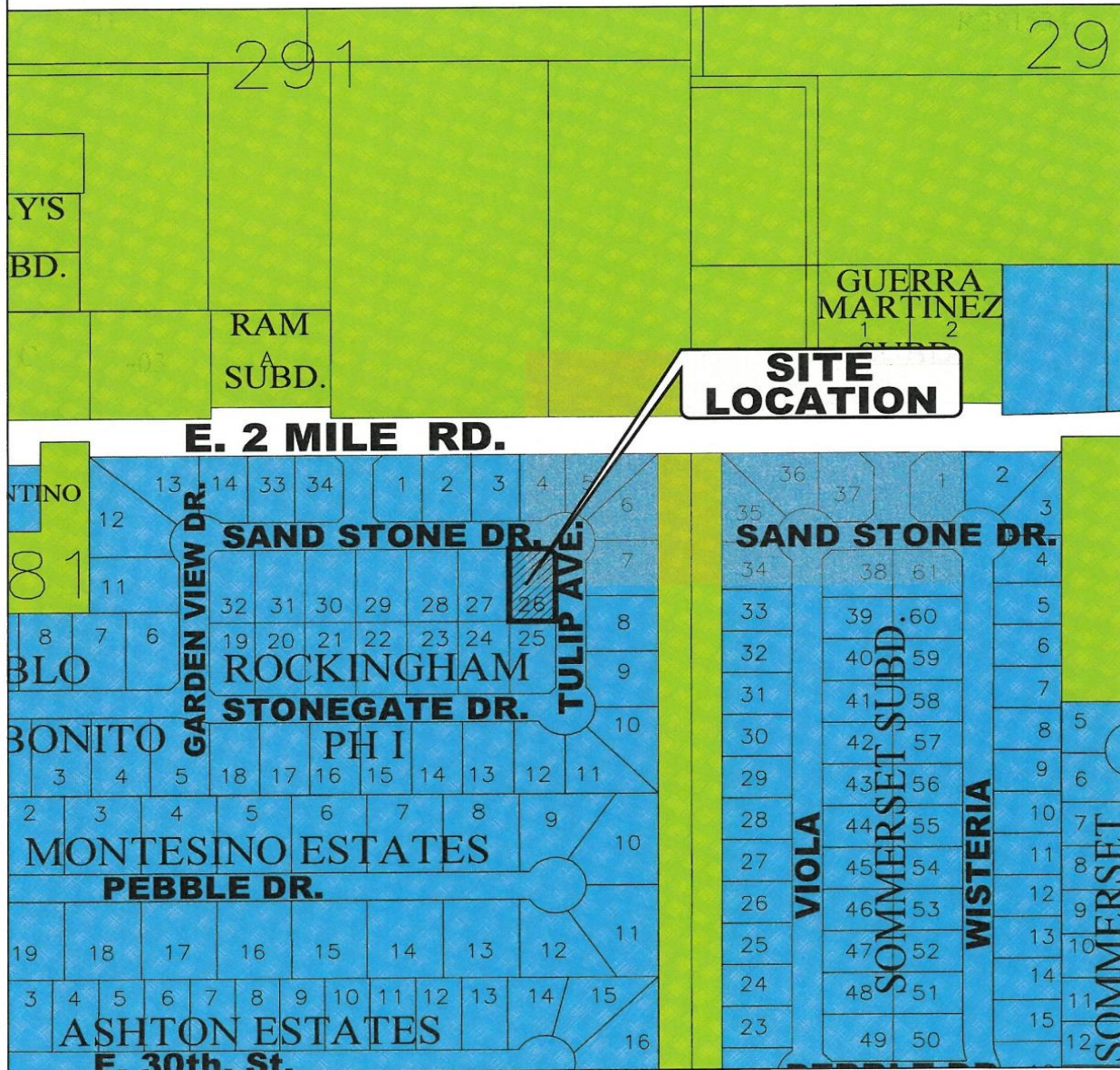
CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th Street
MISSION, TX 78572
PH: (956) 580-8672
FAX: (956) 580-8680

No.

ARIEL MAP



ZONING MAP



ZONING LEGEND

| | | |
|---|--|--|
| ■ A0-I AGRICULTURAL OPEN INTERIM | ■ R-3 MULTI-FAMILY RESIDENTIAL | ■ C-4 HEAVY COMMERCIAL |
| ■ A0-P AGRICULTURAL OPEN PERMANENT | ■ R-4 MOBILE & MODULAR HOME | ■ C-5 ADAPTIVE COMMERCIAL |
| ■ R-1A LARGE LOT SINGLE FAMILY | ■ R-5 HIGH DENSITY MFCT'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 |

ATTACHMENTS



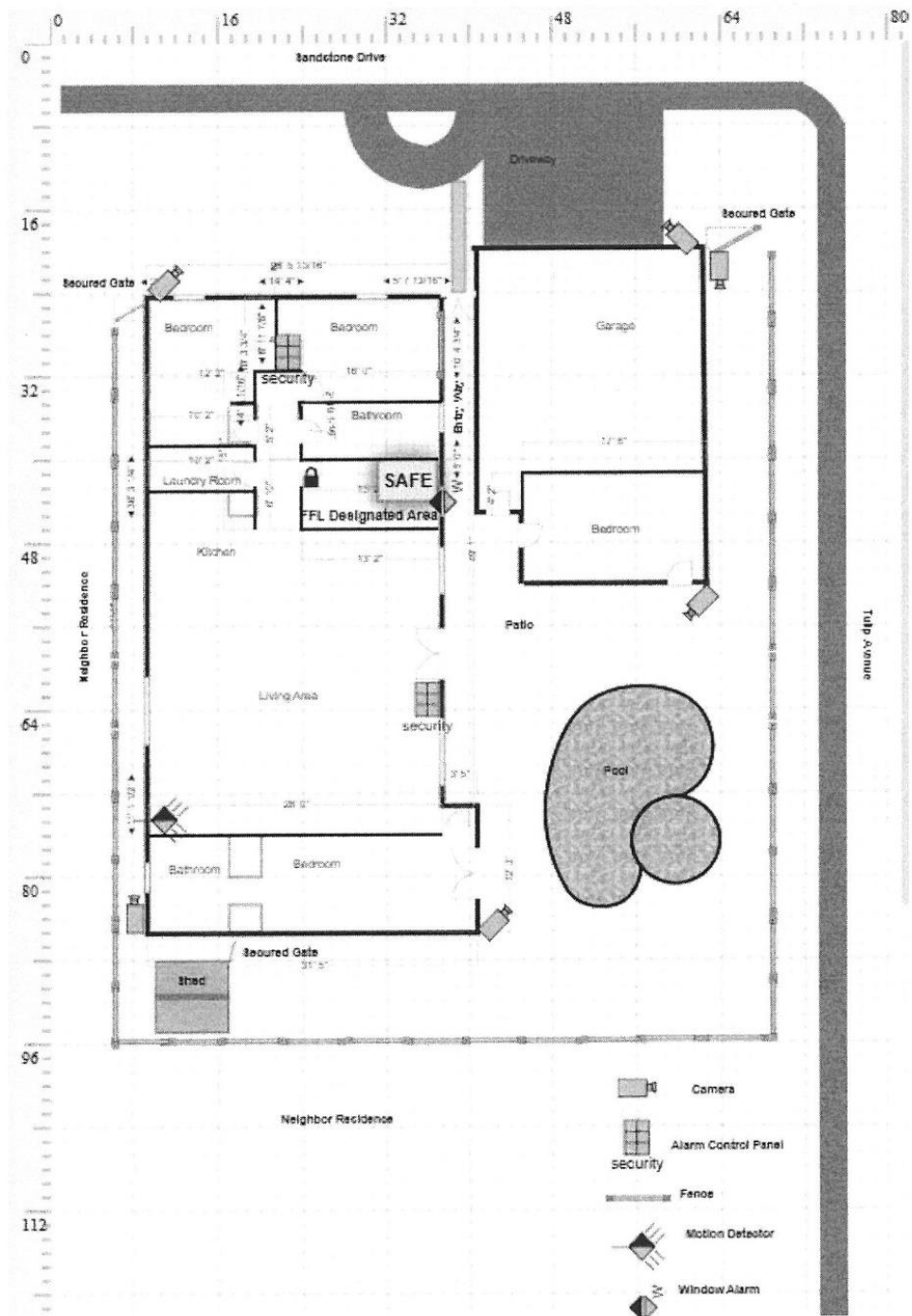
ATTACHMENTS



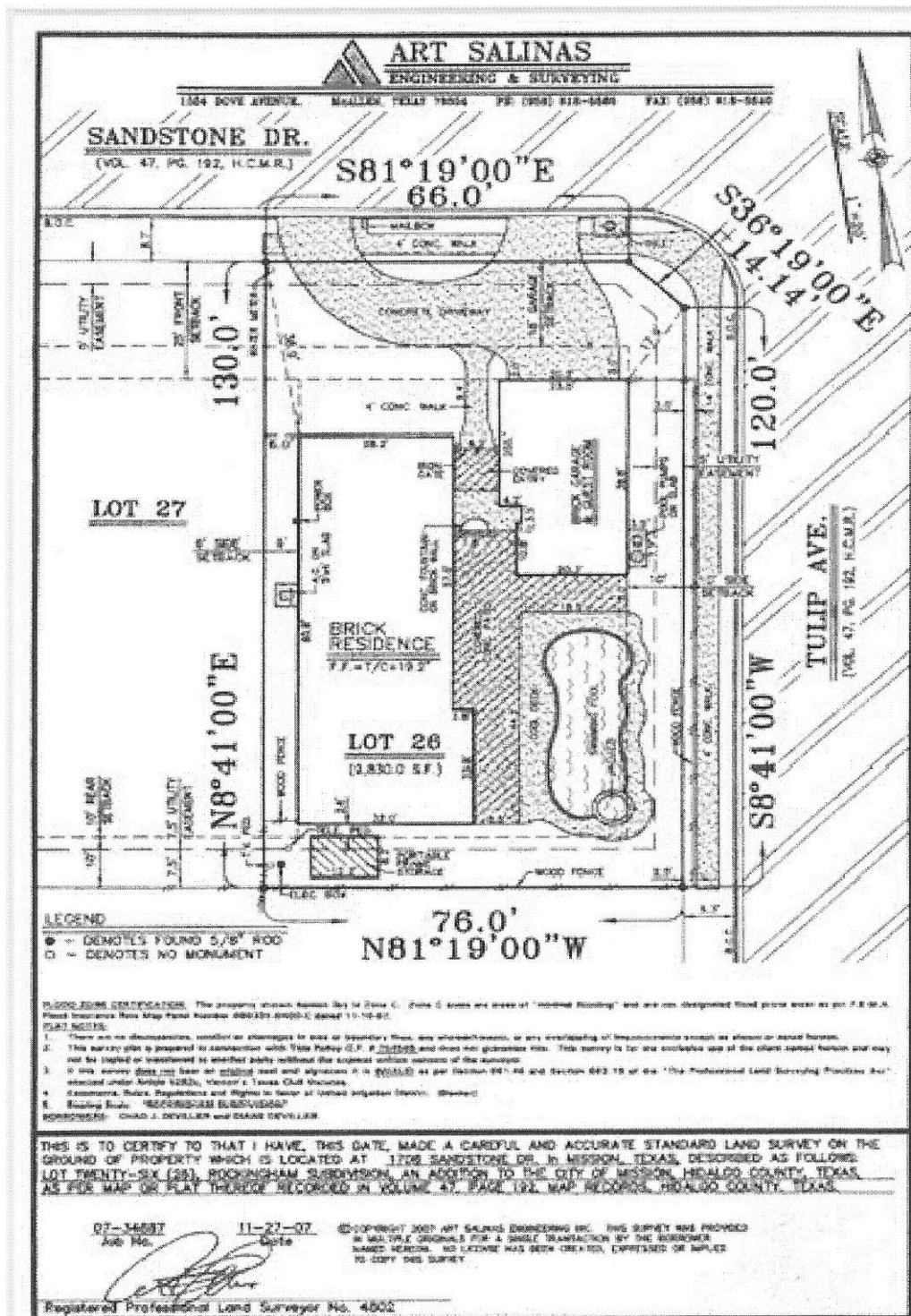
ATTACHMENTS



ATTACHMENTS



ATTACHMENTS



ATTACHMENTS**Business Description – Home-Based Federal Firearms License (FFL)**

Business Name: Custom Suppressor Solutions, LLC

FEIN: 39-2772138

Texas Taxpayer Number: 32100751133

Applicant Name: Christopher Anderson and Tracy Anderson

Proposed Business Address: 1706 Sandstone Drive, Mission, Texas 78574

FFL Type Requested: Type 01 – Dealer in Firearms Other Than Destructive Devices

Location Type: Home-Based (No retail storefront)

Overview:

Custom Suppressor Solutions, LLC is a small, home-based business applying for a Federal Firearms License (FFL) to operate lawfully in accordance with all applicable federal, state, and local regulations. The business will be conducted from a secured, dedicated area within the private residence located at 1706 Sandstone Drive, Mission, Texas 78574, and will not be open to the general public.

The business will be operated solely by the husband and wife team, **Christopher Anderson and Tracy Anderson**, with **no outside employees**.

This FFL is intended for limited firearm transfers, online sales processing, and/or gunsmithing services. It is not a retail storefront, and there will be minimal foot traffic to the property.

Primary Business Activities:

- Facilitating firearm transfers for online purchases (FFL-to-FFL transfers)
 - Selling firearms through online platforms (e.g., GunBroker), with local pickups by appointment only
-

Business Operations & Hours:

Operations will be by **appointment only**, between the hours of 5:00 p.m. to 6:00 p.m., on Friday. Customers will visit only after background checks are approved and appointments are scheduled.

Estimated customer traffic: fewer than 3 visits per week, depending on transaction volume.

No firearm discharge, testing, or range activity will occur on the premises.

ATTACHMENTS

Staffing & Roles:

- The business is co-owned and operated by **Christopher Anderson and Tracy Anderson**.
- Both individuals will be listed as **Responsible Persons** with the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF).
- No other individuals will have access to the firearms or participate in business operations.
- Duties will be shared between the owners, including customer communication, recordkeeping, and inventory control.

Use of Space:

All business activities will be confined to a secured area within the residence, such as a locked office or basement room. Firearms and related inventory will be stored in locked safes, inaccessible to unauthorized persons or children.

No signage will be installed on the property, and the residential character of the neighborhood will be preserved.

Security Measures:

- Locked firearm safes bolted to floor
- Monitored alarm system with motion and entry sensors
- 24/7 video surveillance of all access points
- Secure storage of ATF-required records
- Restricted access to the FFL area by household members

Compliance:

The business will strictly comply with all ATF regulations, including:

- Maintaining an up-to-date bound book
- Completing ATF Form 4473 for all transfers

ATTACHMENTS

- Conducting NICS background checks
- Submitting records and inspections upon request

All required business licenses, permits, and zoning authorizations will be obtained prior to operation.

Conclusion:

Custom Suppressor Solutions, LLC will be a low-impact, home-based operation focused on compliance, safety, and responsible firearms transactions. The business will have no retail signage, minimal traffic, and enhanced security, ensuring no disruption to the neighborhood or violation of local zoning rules.

ATTACHMENTS

Mr. Peter Nielsen
1705 Stonegate Dr.
Mission Tx 78574

07/22/2025

Planning and Zoning Dept
City of Mission, Texas
1201 E 8th St.
Mission Tx 78572

**Re: Conditional Use Permit application - Home Based FFL Business at 1706 Sandstone
Dr. Mission, Tx 78572**

To Whom It May Concern:

I understand that Christopher & Tracy Anderson are applying for a Conditional Use Permit for a home-based Federal Firearms License (FFL) at the above location. I know that they will conduct this business in a professional and discreet manner. There will be no signage and it will be by limited appointment only.

Because I know them to be excellent neighbors I have no concerns about this business. There are no concerns regarding any disruption to the residential character of this area. I have no objection to the issuance of a CUP for this use and believe it is appropriate for consideration within the scope of local zoning and permitting regulations.

Sincerely,



Peter Nielsen
Pete.Nielsen@att.net

ATTACHMENTS

Ricardo Saenz

1705 Sandstone Dr. Mission, TX
Mobile: (956) 222-9385
Email: r.saenz254@gmail.com

July 25, 2025

Re: Support for Conditional Use Permit – Home Based FFL Business at
1706 Sandstone Dr. Mission, TX 78574

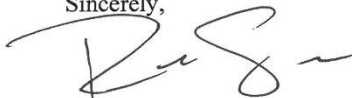
To Whom It May Concern:

I am writing in support of a Federal Firearms License (FFL) at the residence referenced above.

I understand this will be a home-based, low-traffic business operated by appointment only, with no signage, no discharge of firearms on the property, and secure storage protocols in place. As a neighbor, I have no concerns about this operation. I believe it will be handled discreetly and in full compliance with federal, state, and local regulations while maintaining the peaceful character of the neighborhood.

I am fully in favor of this application and believe it represents a responsible, law-abiding member of our community taking steps to expand their business in a safe and compliant way. If you need further information, I am happy to be contacted regarding this letter of support.

Sincerely,



Ricardo Saenz
Mobile: (956) 222-9385

ATTACHMENTS

Rubi Saenz

1705 Sandstone Dr. Mission, TX
Mobile: (956) 205-8114
Email: r.saenz254@gmail.com

July 25, 2025

Re: Support for Conditional Use Permit – Home Based FFL Business at
1706 Sandstone Dr. Mission, TX 78574

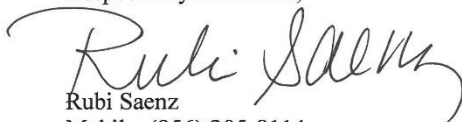
To Whom It May Concern:

I am writing in support of the Conditional Use Permit application for a home-based Federal Firearms License (FFL) business at the above-referenced address.

Based on the details provided, I understand this business will operate discreetly and professionally without signage or walk-in customers and by appointment only. It will maintain the quiet, residential nature of the neighborhood.

I have no concerns regarding noise, traffic, or parking. I believe the proposed use is appropriate and consistent with local zoning and permitting standards, and I do not oppose approval of this CUP.

Respectfully submitted,


Rubi Saenz
Mobile: (956) 205-8114

MAILOUT LIST

| PROP_ID | geolD | name | addrDelive | addrCity | addrState | addrZip |
|---------|----------------------|---------------------------------|--------------------------|-----------|-----------|------------|
| 695983 | R3490-00-000-0024-00 | NIELSEN PETER C | 1705 STONEGATE DR | MISSION | TX | 78574 |
| 695987 | R3490-00-000-0028-00 | TALBERT LINCOLN S & ANNA L | 1702 SANDSTONE DR | MISSION | TX | 78574-3367 |
| 695971 | R3490-00-000-0012-00 | FLORES AGUSTIN JR | 1706 STONEGATE DR | MISSION | TX | 78574-2760 |
| 695964 | R3490-00-000-0005-00 | RAMIREZ FELIX GUZMAN | 4116 COSENTINO DR | MISSION | TX | 78574 |
| 695962 | R3490-00-000-0003-00 | SAENZ RICARDO & RUBI E | 303 WAGON TRAIL | PALMHURST | TX | 78573-3971 |
| 695970 | R3490-00-000-0011-00 | CRAIG RUSSELL & PATRICIA | 1708 STONEGATE DR | MISSION | TX | 78574 |
| 695965 | R3490-00-000-0006-00 | RAMIREZ MARCO A & MAYRA L | 3114 TULIP AVE | MISSION | TX | 78574-0225 |
| 695985 | R3490-00-000-0026-00 | ANDERSON TRACY & CHRISTOPHER | 1706 SANDSTONE DR | MISSION | TX | 78574-3367 |
| 695961 | R3490-00-000-0002-00 | MORALES JESSE | 3314 N STEWART RD | MISSION | TX | 78573-8401 |
| 695960 | R3490-00-000-0001-00 | LE KEVIN & PHU T VO | 1701 SANDSTONE DR | MISSION | TX | 78574-3319 |
| 695984 | R3490-00-000-0025-00 | GONZALEZ JORGE ALBERTO & PERLA | 1707 STONEGATE DR | MISSION | TX | 78574-2760 |
| 695986 | R3490-00-000-0027-00 | MARTINEZ JESUS III & SELINA G | 1704 SANDSTONE DR | MISSION | TX | 78574 |
| 695972 | R3490-00-000-0013-00 | MORALES JESSE & MARIA A | 3314 N STEWART RD | MISSION | TX | 78573-8401 |
| 695963 | R3490-00-000-0004-00 | CADENCE BANK TRUSTEE | 901 S MOPAC EXPY STE 355 | AUSTIN | TX | 78746-6052 |
| 695973 | R3490-00-000-0014-00 | MARTINEZ JUAN JOSE | 1702 STONEGATE DR | MISSION | TX | 78574-2760 |
| 695982 | R3490-00-000-0023-00 | MOCHOGE MARTIN & ANA EDITH LEAL | 8501 BOUGAINVILLEA DR | MISSION | TX | 78573-1403 |
| 695981 | R3490-00-000-0022-00 | SOZA OFILIA IRENE | 200 SOLAR DR | MISSION | TX | 78574-2332 |
| 695988 | R3490-00-000-0029-00 | LEAL BELINDA & ABELINO | 1700 SANDSTONE DR | MISSION | TX | 78574-3367 |
| 695967 | R3490-00-000-0008-00 | BAZAN DAVID | 806 W PALMA VISTA DR | PALMVIEW | TX | 78572-2144 |
| 695966 | R3490-00-000-0007-00 | LERMA ARTURO JR & CARMEN O | 3112 TULIP AVE | MISSION | TX | 78574-0225 |
| 695969 | R3490-00-000-0010-00 | VEGA ARNOLD | 3100 TULIP AVE | MISSION | TX | 78574-0225 |
| 695968 | R3490-00-000-0009-00 | CANO ADRIANA | 3104 TULIP AVE | MISSION | TX | 78574-0225 |



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 20, 2025

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

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit for an Outdoor Padel Court and other recreational activities as shown in the site plan – IMGN Park in a (C-3) General Retail District, being the Northwest 9.96 acres out of Lot 203, John H. Shary Subdivision, located at 719 Ragland Street. Applicant: Jorge E. Careaga - Cervantes

NATURE OF REQUEST:

Project Timeline:

- August 1, 2025 – Application for Conditional Use Permit submitted to the City.
- August 8, 2025 – In accordance with State and local law, notice of the required public hearings mailed to all the property owners within 200 feet of the subject tract and notice of public hearings was published in the Progress Times.
- August 20, 2025 – Public hearing and consideration of the Conditional Use Permit by the Planning and Zoning Commission.
- August 25, 2025 – Public hearing and consideration of the Conditional Use Permit ordinance by the City Council

Summary:

- Mr. Jorge E. Careaga, the applicant, is requesting a Conditional Use Permit for the IMGN Park that has outdoor padel courts and an outdoor soccer field. The business is located 800' South of US Business 83 along the west side of Ragland Street. The business has been in operation since 2022.
- Section 1.43-C-3 (General Business) (3) (g) states that "Amusement parks, circus or carnival grounds, commercial amusement, or recreational development, or other temporary structure used for temporary purposes" are allowed with a conditional use permit.
- The site no longer has a restaurant but has a kitchen and contains three (3) outdoor padel courts and an outdoor soccer field with restrooms for men and women. There are 26 parking spaces (4 ADA spaces) available for the patrons.
- Hours of operation are Monday to Sunday from 9:00 a.m. to 11 p.m.
- Notices were mailed out to 31 surrounding property owners within 200 feet of the subject property. Staff has not received any phone calls in opposition to the request.

STAFF RECOMMENDATION:

Staff recommends approval of the request subject to:

1. The permit to be for a two-year period.
2. Must comply with the building, fire and health codes.
3. Must maintain the 6' buffer requirement.

4. Must obtain a new business license.
5. Must comply with the noise ordinance.
6. Hours of operation are limited to Monday to Sunday from 9:00 a.m. to 11:00 p.m.

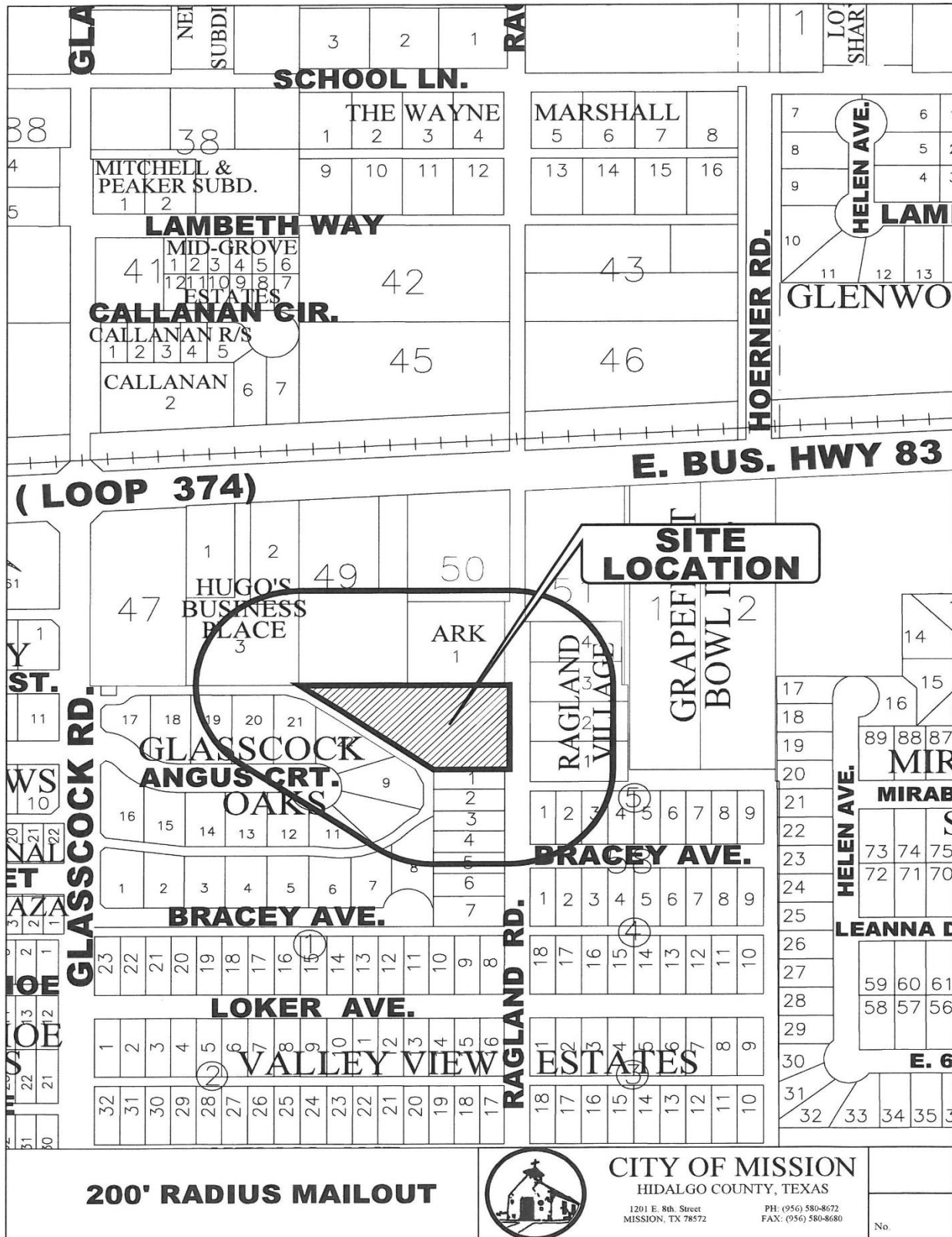
RECORD OF VOTE:**APPROVED:** _____**DISAPPROVED:** _____**TABLED:** _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

LEGAL NOTICE MAP

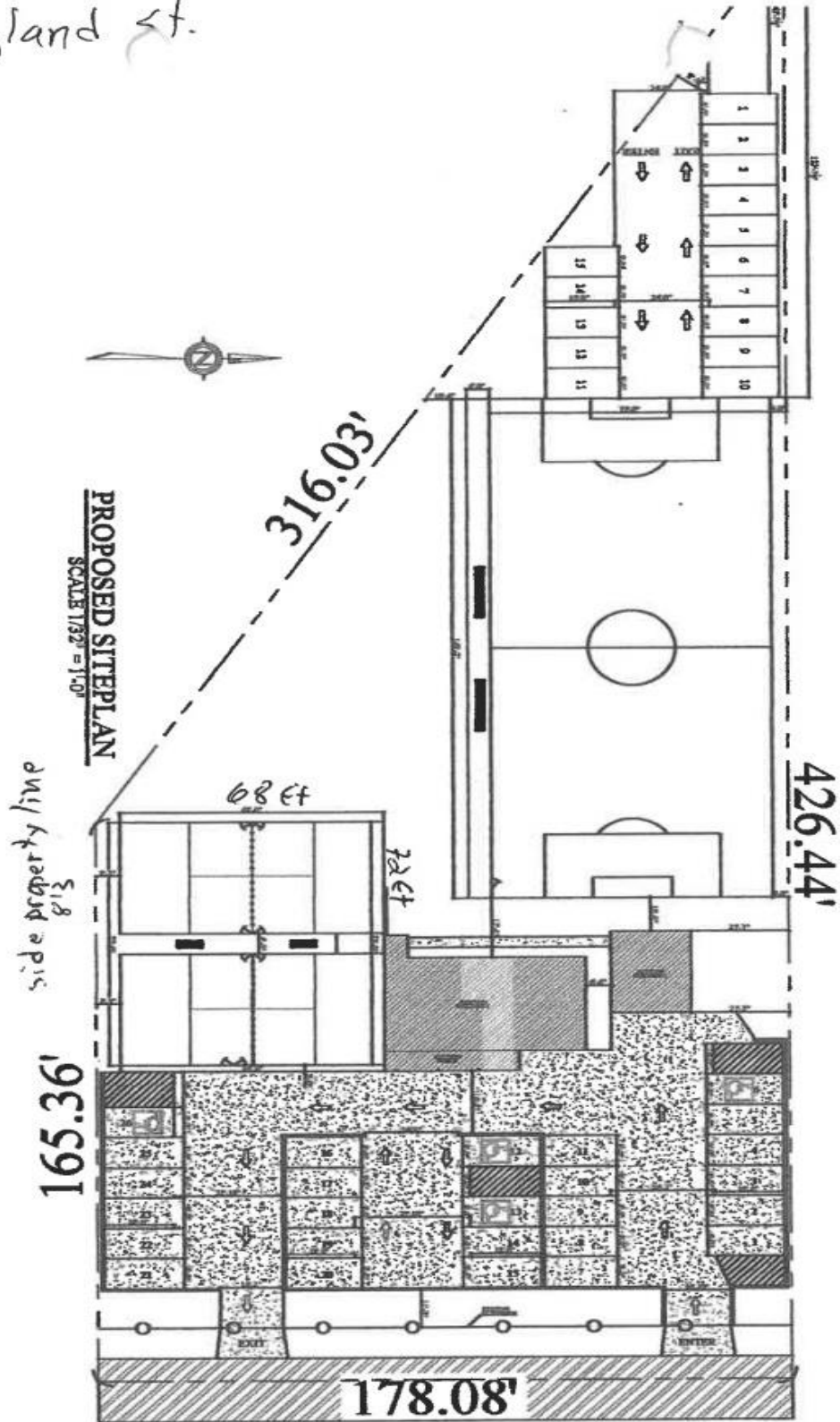


AERIAL PHOTO

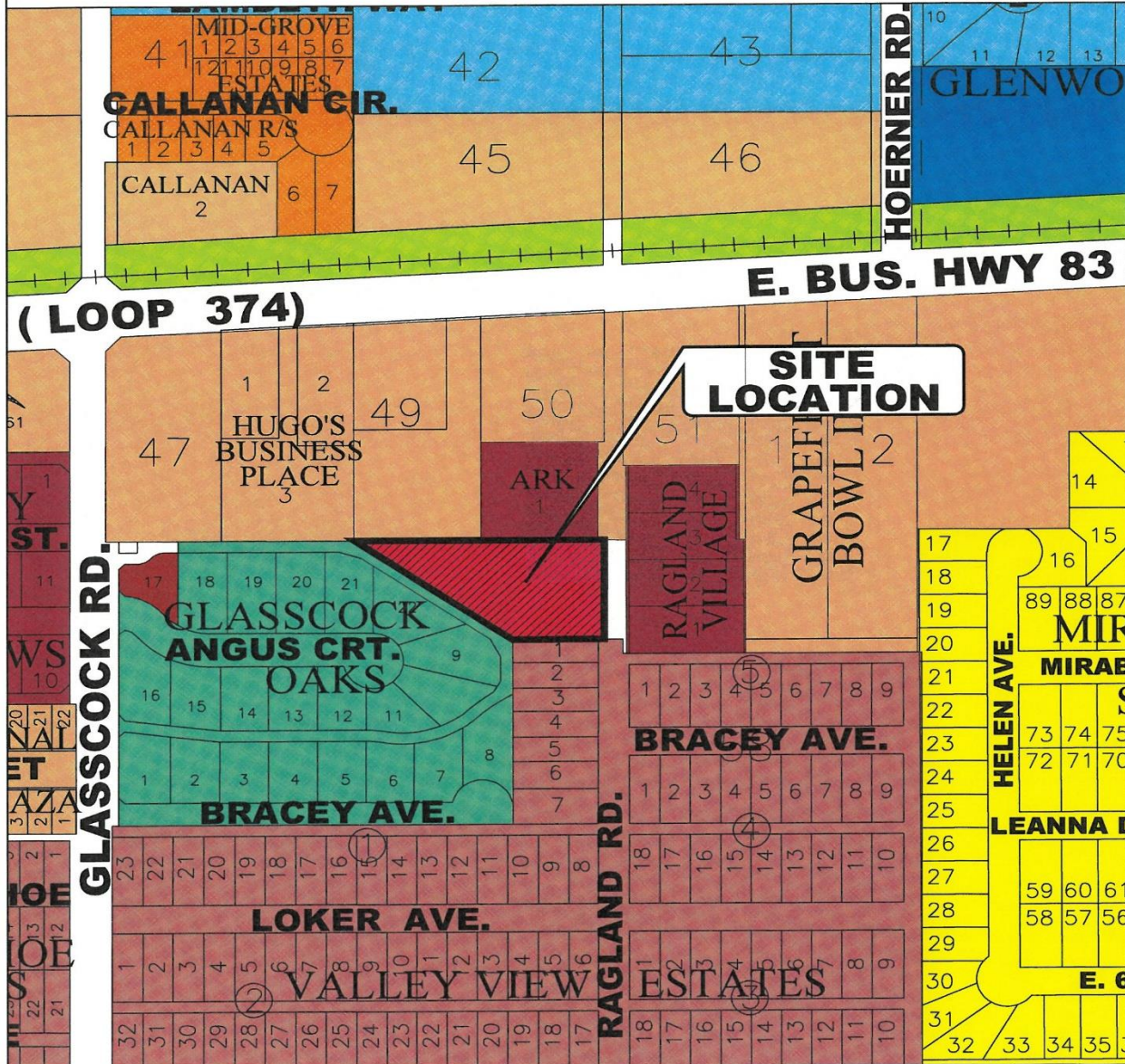


SITE PLAN

719 Ragland St.



ZONING MAP



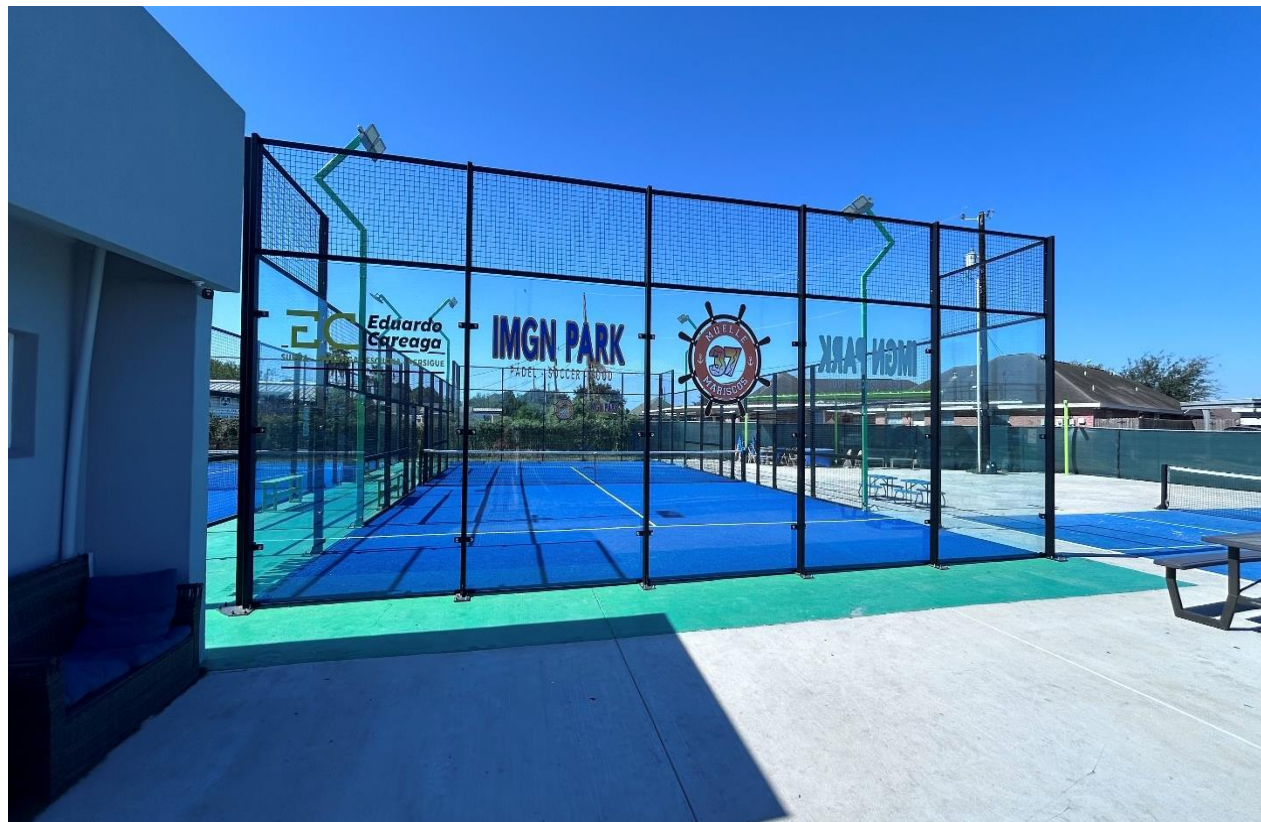
ZONING LEGEND

| | | |
|----------------------------------|---------------------------------|------------------------------|
| A0-I AGRICULTURAL OPEN INTERIM | R-3 MULTI-FAMILY RESIDENTIAL | C-4 HEAVY COMMERCIAL |
| A0-P AGRICULTURAL OPEN PERMANENT | R-4 MOBILE & MODULAR HOME | C-5 ADAPTIVE COMMERCIAL |
| R-1A LARGE LOT SINGLE FAMILY | R-5 HIGH DENSITY MFCT'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 |

PHOTO OF THE PROPERTY



PHOTO OF THE PROPERTY



MAILOUT LIST

| PROP_ID | geoID | name | addrDelive | addrCity | addrState | addrZip |
|----------|----------------------|---|-----------------------------|-------------|-----------|------------|
| 313451 | V2000-00-001-0004-00 | SALGUERO JAIRO | 707 RAGLAND ST | MISSION | TX | 78572-9247 |
| 313540 | V2000-00-005-0002-00 | ROC ENTERPRISES LLC | PO BOX 5605 | MCALLEN | TX | 78502-5605 |
| 613454 | G4053-00-000-0019-00 | QURASHI AADAM | 3401 IVY AVENUE | MCALLEN | TX | 78501-6634 |
| 613455 | G4053-00-000-0020-00 | HAY DULCE P | 5111 N MCCOLL RD | MCALLEN | TX | 78504-2331 |
| 613456 | G4053-00-000-0021-00 | GARZA BERTA | 3716 STEVENSEN AVE | MISSION | TX | 78573-6317 |
| 613457 | G4053-00-000-0022-00 | GARZA BERTHA A | 3716 STEVENSEN AVE | MISSION | TX | 78573-6317 |
| 613442 | G4053-00-000-0007-00 | KESTER LETICIA MARGARITA JARAMILLO ETAL | 420 ROSE ELLEN CR | MCALLEN | TX | 78501 |
| 613443 | G4053-00-000-0008-00 | CANTU TOMAS JR & MARIA DEL CARMEN | 2015 BRACEY ST | MISSION | TX | 78572-9215 |
| 313542 | V2000-00-005-0004-00 | STUART KENNETH & GLORIA | 11284 STATE ROAD 38 | GREENS FORK | IN | 47345-9712 |
| 622805 | H5130-00-000-0002-00 | R H TIJERINA INC | 719 N 23RD ST | MCALLEN | TX | 78501-6848 |
| 281112 | S2950-00-000-0203-10 | CAREAGA JORGE EDUARDO | 1604 LILA BETH LN | MISSION | TX | 78572-3188 |
| 613446 | G4053-00-000-0011-00 | CORPUS GIOVANNA | 2010 ANGUS ST | MISSION | TX | 78572 |
| 613444 | G4053-00-000-0009-00 | JIM & MARY KAY MOFFITT FAMILY LTD | 1128 PECAN BLVD | MCALLEN | TX | 78501-7872 |
| 613445 | G4053-00-000-0010-00 | JIM & MARY KAY MOFFITT FAMILY LTD | 1128 PECAN BLVD | MCALLEN | TX | 78501-7872 |
| 613447 | G4053-00-000-0012-00 | MURPHY MICHAEL SCOTT | 4716 N MAIN ST | MCALLEN | TX | 78504-3614 |
| 622806 | H5130-00-000-0003-00 | SHARYLAND STORAGE LLC | 4313 SOUTH L ST | MCALLEN | TX | 78503-1878 |
| 313541 | V2000-00-005-0003-00 | TIJERINA CARLOS | 808 S SHARY RD 5 PMB NO 163 | MISSION | TX | 78572 |
| 313539 | V2000-00-005-0001-00 | RAMIREZ MARIA OLIVIA BARRERA | 2101 BRACEY ST | MISSION | TX | 78572-9252 |
| 0 | | | | | | |
| 313450 | V2000-00-001-0003-00 | PULIDO APOLONIO & ESPERANZA ANITA | 709 RAGLAND RD | MISSION | TX | 78572-9247 |
| 313452 | V2000-00-001-0005-00 | GONZALEZ ROSAMARIA | 2900 W LARK AVE | VISALIA | CA | 93291-8099 |
| 313449 | V2000-00-001-0002-00 | BLANCO MARTHA | 711 RAGLAND ST | MISSION | TX | 78572-9247 |
| 313448 | V2000-00-001-0001-00 | MASON DEBORAH SUE | 713 RAGLAND ST | MISSION | TX | 78572-9247 |
| 118797 | A5571-00-00A-0001-00 | KELLY AVENUE APARTMENTS LLC | 1800 CYNTHIA LN | PALMHURST | TX | 78573-8508 |
| 283442 | S3000-00-000-0050-20 | PAB MANAGEMENT LLC | 1902 E GRIFFIN PKWY | MISSION | TX | 78572 |
| 283441 | S3000-00-000-0050-01 | MATA PRISCILLA A | 2312 NICOLE DR | MISSION | TX | 78574 |
| 790044 | S3015-00-000-0001-00 | SHARYLAND STORAGE LLC | 4313 SOUTH L ST | MCALLEN | TX | 78503-1878 |
| 283439 | S3000-00-000-0049-00 | O'REILLY AUTO ENTERPRISES LLC | PO BOX 9167 | SPRINGFIELD | MO | 65801-9167 |
| 517910 | A5570-00-000-0001-01 | GRANNY'S ATTIC INC | 1400 N MCCOLL RD STE 201 | MCALLEN | TX | 78501-9613 |
| 118798 | A5571-00-00B-0002-00 | KELLY AVENUE APARTMENTS LLC | 1800 CYNTHIA LN | PALMHURST | TX | 78573-8508 |
| 118799 | A5571-00-00B-0003-00 | KELLY AVENUE APARTMENTS LLC | 1800 CYNTHIA LN | PALMHURST | TX | 78573-8508 |
| 118800 | A5571-00-00B-0004-00 | KELLY AVENUE APARTMENTS LLC | 1800 CYNTHIA LN | PALMHURST | TX | 78573-8508 |
| 118801 | A5571-00-00B-0005-00 | KELLY AVENUE APARTMENTS LLC | 1800 CYNTHIA LN | PALMHURST | TX | 78573-8508 |
| 118802 | A5571-00-00B-0006-00 | KELLY AVENUE APARTMENTS LLC | 1800 CYNTHIA LN | PALMHURST | TX | 78573-8508 |
| 118803 | A5571-00-00B-0007-00 | KELLY AVENUE APARTMENTS LLC | 1800 CYNTHIA LN | PALMHURST | TX | 78573-8508 |
| 118804 | A5571-00-00B-0008-00 | KELLY AVENUE APARTMENTS LLC | 1800 CYNTHIA LN | PALMHURST | TX | 78573-8508 |
| 118805 | A5571-00-00B-0009-00 | KELLY AVENUE APARTMENTS LLC | 1800 CYNTHIA LN | PALMHURST | TX | 78573-8508 |
| 118806 | A5571-00-00B-0010-00 | KELLY AVENUE APARTMENTS LLC | 1800 CYNTHIA LN | PALMHURST | TX | 78573-8508 |
| 118807 | A5571-00-00B-0011-00 | KELLY AVENUE APARTMENTS LLC | 1800 CYNTHIA LN | PALMHURST | TX | 78573-8508 |
| 1557917 | S3000-00-000-0051-05 | DELBARRIO CHRISTOPHER | 3611 GRAND CANAL DR | MISSION | TX | 78572 |
| 20834401 | R0406-00-000-0001-00 | DALS INVESTMENTS LLC | 3900 N 10TH ST | MCALLEN | TX | 78501 |
| 20834402 | R0406-00-000-0002-00 | DALS INVESTMENTS LLC | 3900 N 10TH ST | MCALLEN | TX | 78501 |
| 20834403 | R0406-00-000-0003-00 | BLUE STELLER ENTERPRISES LLC | 315 N SHARY | MISSION | TX | 78572 |
| 20834400 | R0406-00-000-0004-00 | BLUE STELLER ENTERPRISES LLC | 315 N SHARY | MISSION | TX | 78572 |



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 20, 2025

PRESENTED BY: Xavier Cervantes, Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit to allow a Mobile Food Unit – Danny’s Place, being the West ½ of Lots 7 & 8, Block 176, Mission Original Townsite Subdivision, in a (C-4) Heavy Commercial District, located at 307 E. Tom Landry Street. Applicant: Daniel Leal – Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 14, 2025 – Application for a Conditional Use Permit (“CUP”) submitted to the City.
- August 08, 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 20, 2025 - Public hearing and consideration of the requested Conditional Use Permit by the Planning and Zoning Commission (P&Z)
- August 25, 2025 – Public hearing and consideration of the requested Conditional Use Permit by the City Council.

Summary:

- The site is located 75 feet West of N. Perkins Avenue along the North side of W. Tom Landry Street.
- Pursuant to Section 1.56 (11)(H) of the City of Mission Code of Ordinances, a Mobile Food Park requires the approval of a conditional use permit by the City Council.
- The applicant proposes to place a mobile food unit in a mobile food park to sell their products.
- The proposed hours of operation are as follows: Monday through Saturday from 6:00 am to 12:00 am.
- Staff: 2 employees
- Parking: The site has 9 parking stalls and 5 additional parking stalls with written approval behind the West Side Liquor Store to use their 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.
- 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 RECOMMENDATION:

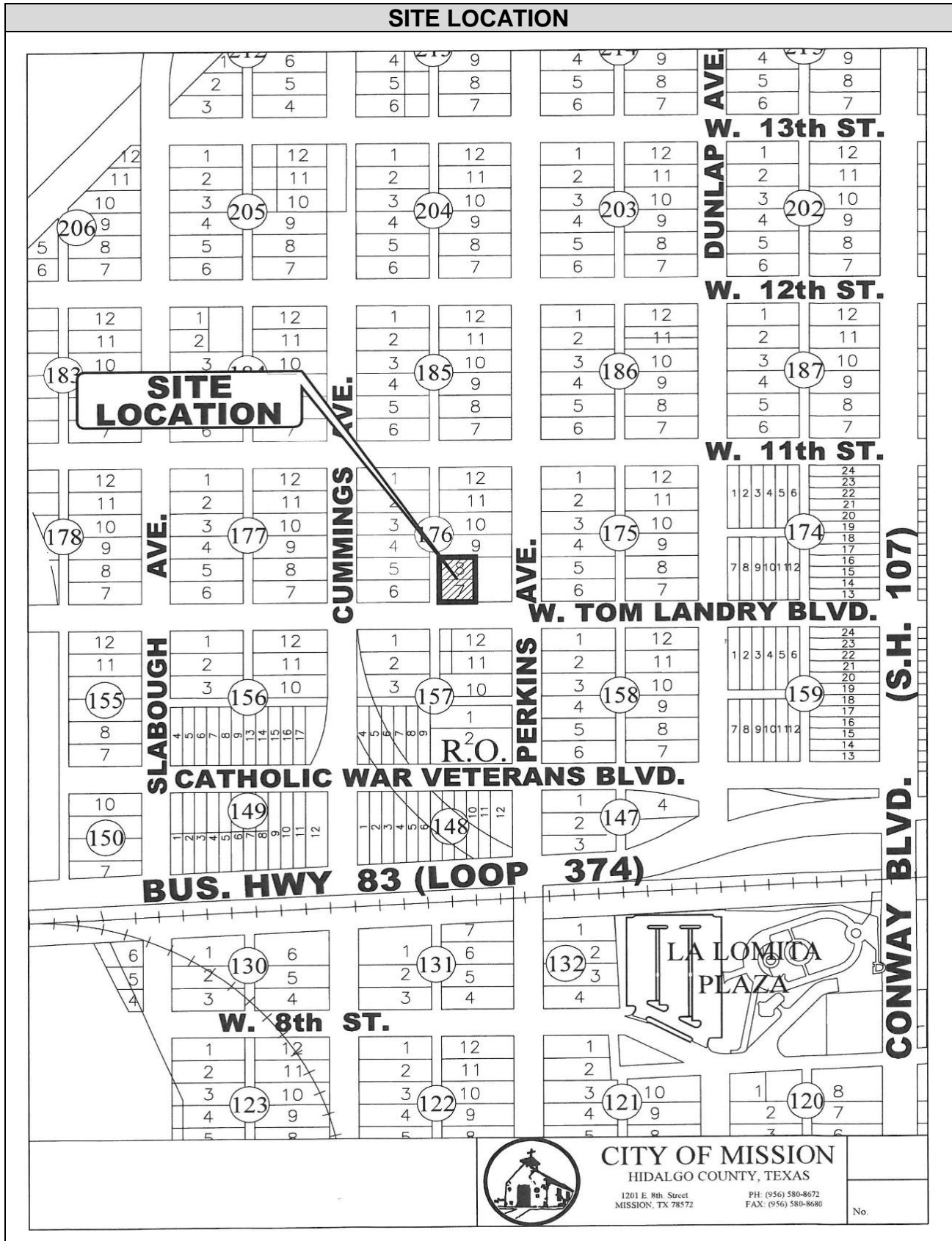
- Approval for a 1-year re-evaluation in order to assess this new operation;
- Must comply with all City Codes (Building, Fire, Health, etc.),
- Hours of operation are Monday through Saturday from 6:00 am to 12:00 am;
- Must comply with the noise ordinance
- Acquisition of a business license prior to occupancy for each mobile food unit;
- CUP is not transferable to others.

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

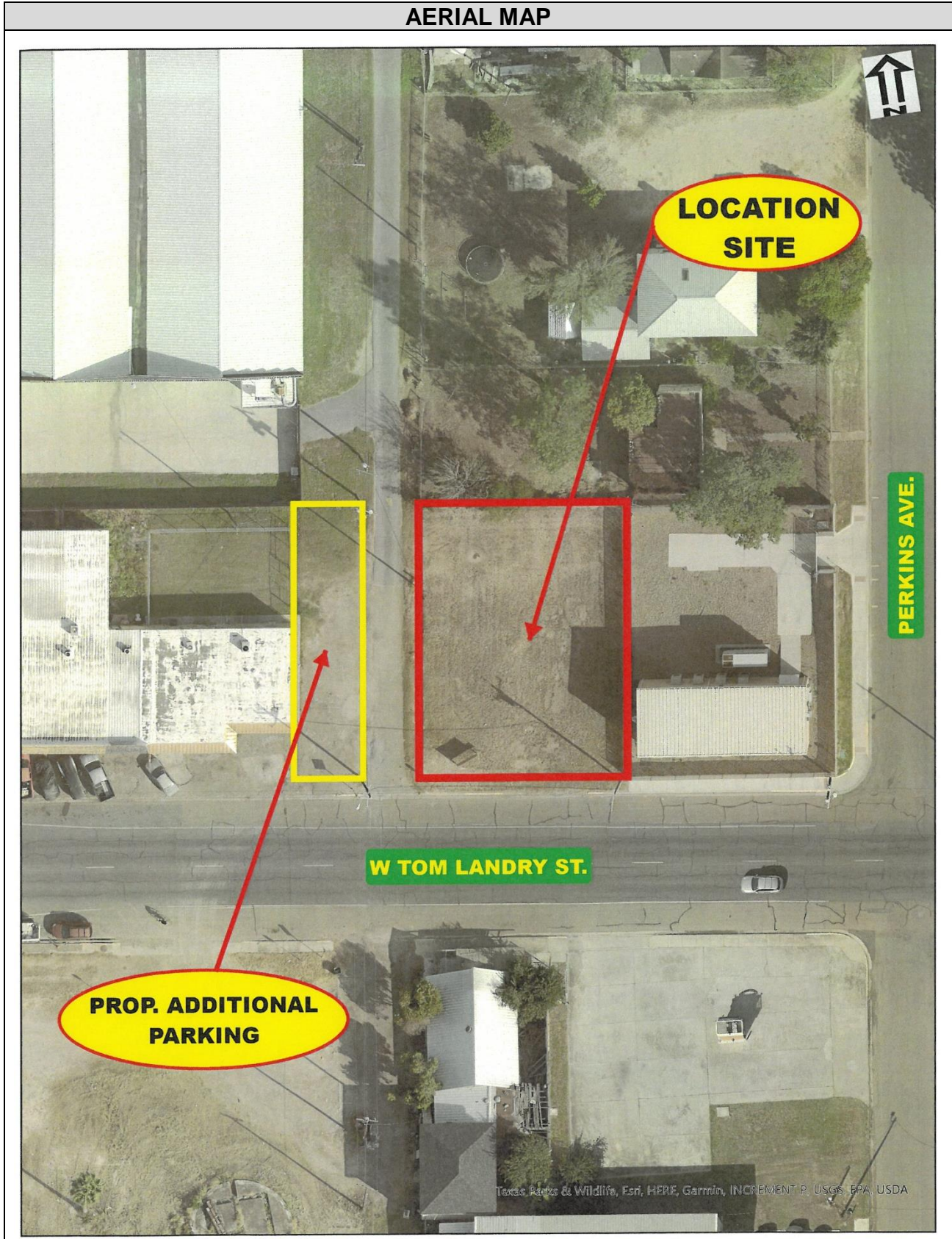
_____ AYES

_____ NAYS

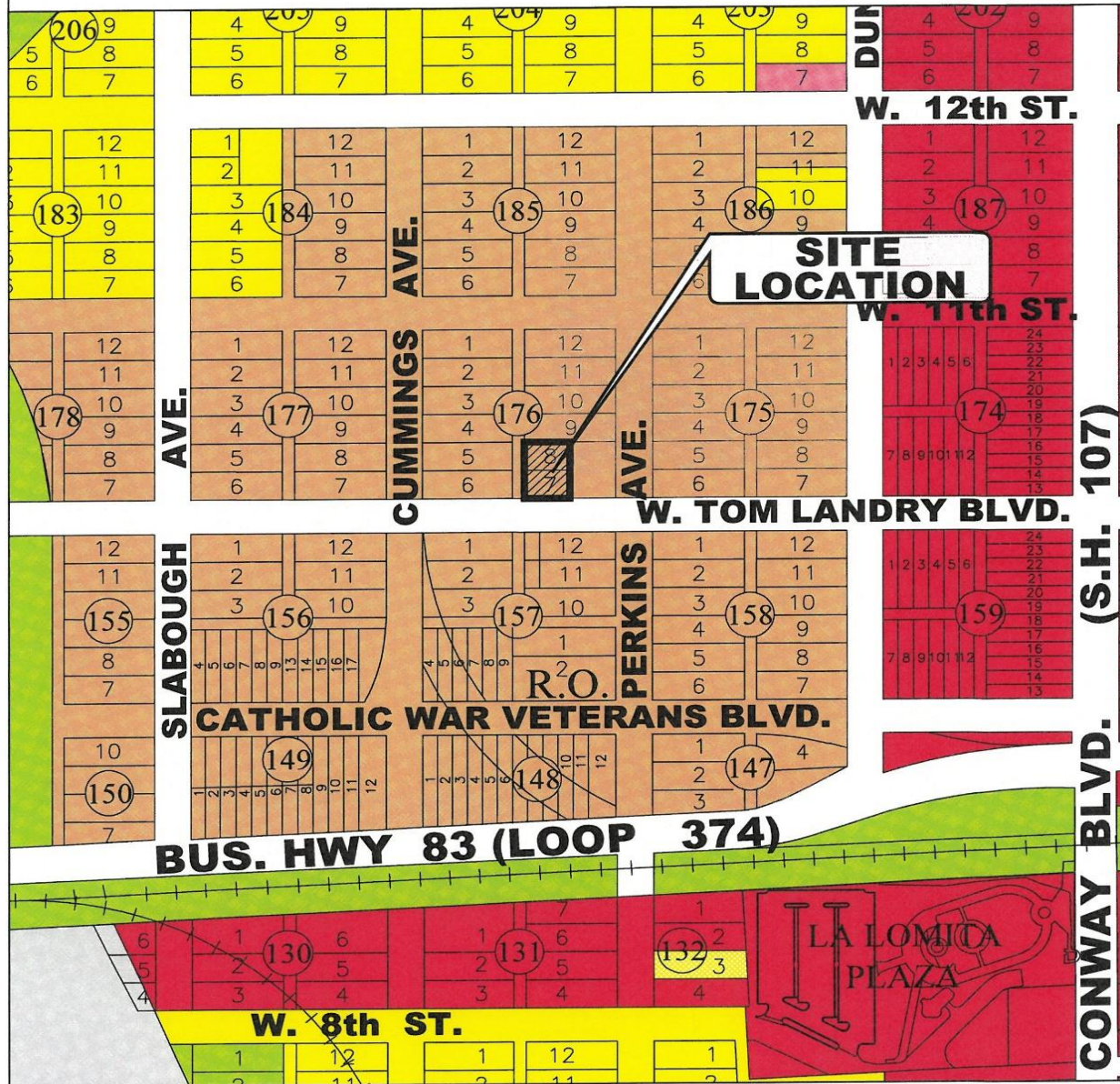
_____ DISSENTING _____



AERIAL MAP

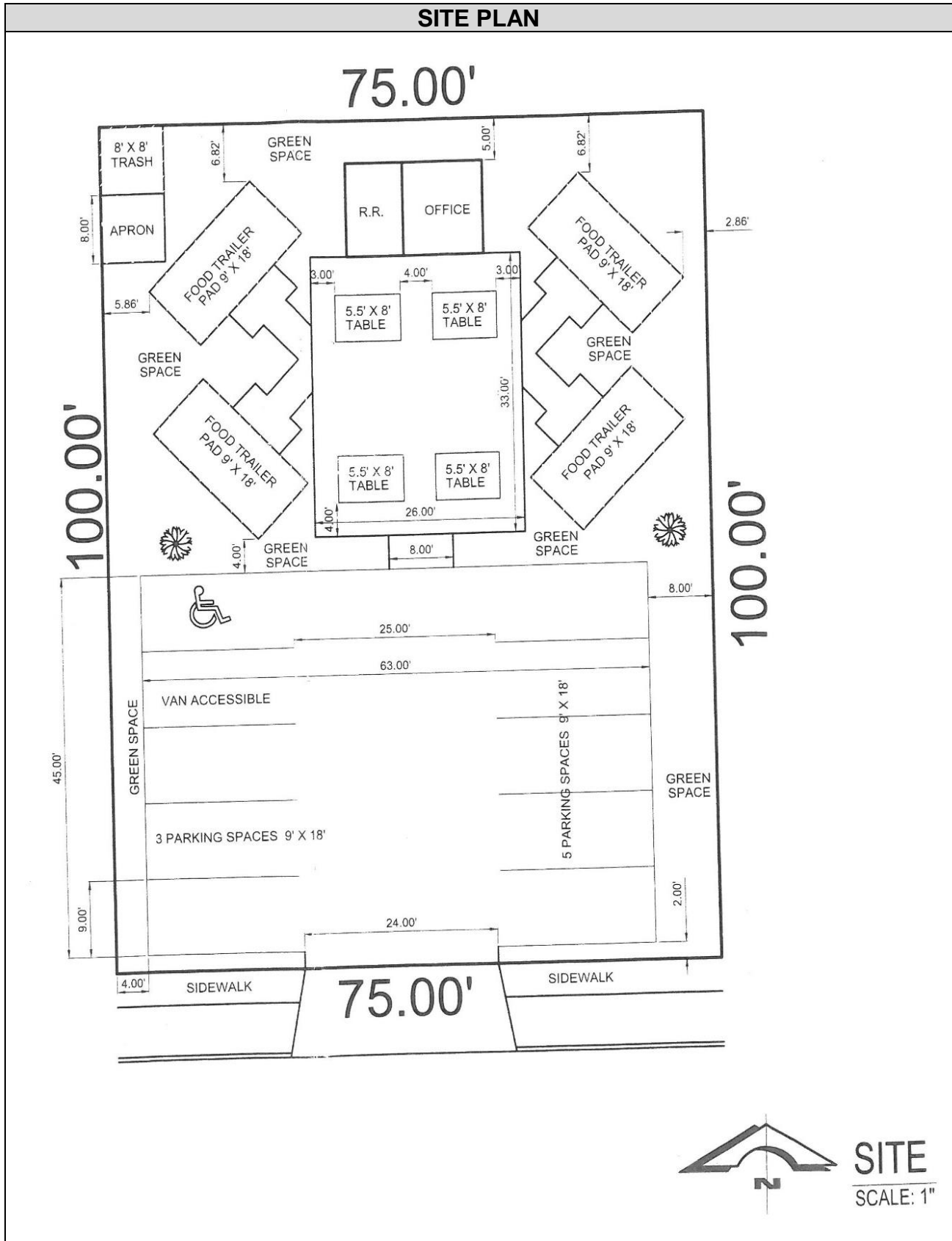


ZONING MAP



ZONING LEGEND

| | | | | | |
|--|----------------------------------|--|---------------------------------|--|------------------------------|
| | A0-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 MFCT'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 |



PICTURES



PICTURES



ADDITIONAL PARKING PICTURE



MAILOUT LIST

| PROP_ID | geolD | name | addrDelive | addrCity | addrState | addrZip |
|---------|----------------------|---|---------------------------------------|-----------|-----------|------------|
| 239868 | M5200-00-176-0009-00 | GUERRA LITA ANNE | 2214 REBEL RD | AUSTIN | TX | 78704-5245 |
| 239853 | M5200-00-175-0003-00 | PASCUAL JORGE A & SILVIA B SCUDELETTI PASCUAL TRUSTEETS | 4109 SAN GERARDO | MISSION | TX | 78572-7377 |
| 239689 | M5200-00-158-0000-00 | SEGLER INTERESTS LLC | 20212 CHAMPIONS FOREST DR STE 700-369 | SPRING | TX | 77379 |
| 239852 | M5200-00-175-0002-10 | MARTINEZ CARLOS & CRUZ OLIVIA | 1016 PERKINS AVE | MISSION | TX | 78572-3934 |
| 239860 | M5200-00-176-0001-00 | CANTU JORGE LUIS & MARIA DE LA LUZ | 901 PERKINS AVE STE A | MISSION | TX | 78572-3940 |
| 239865 | M5200-00-176-0006-00 | WSLS INC | 311 W TOM LANDRY ST | MISSION | TX | 78572-3911 |
| 239863 | M5200-00-176-0005-10 | RIVAS RUBEN | 313A W TOM LANDRY ST | MISSION | TX | 78572-3911 |
| 239864 | M5200-00-176-0005-15 | WEST LIQUOR | 311 W TOM LANDRY ST | MISSION | TX | 78572-3911 |
| 239866 | M5200-00-176-0007-00 | GONZALEZ ROBERTO & TERESA C GONZALEZ | 1714 N BRYAN RD | MISSION | TX | 78572-3022 |
| 239867 | M5200-00-176-0008-00 | TIME WARNER COMMUNICATIONS RGV | PO BOX 7467 | CHARLOTTE | NC | 28241-7467 |
| 239872 | M5200-00-176-0012-10 | GARCIA FRANKE | 2119 LIBERTY ST | MISSION | TX | 78573-9862 |
| 239871 | M5200-00-176-0012-00 | HERNANDEZ JAVIER | 1111 W NOLANA AVE | MCALLEN | TX | 78504-3747 |
| 239861 | M5200-00-176-0005-00 | SALINAS GUADALUPE | 319 WEST TOM LANDRY | MISSION | TX | 78572 |
| 239686 | M5200-00-157-0011-00 | DOLIFKA LAND COMPANY | PO BOX 444 | BRIGHTON | CO | 80601-0444 |
| 239685 | M5200-00-157-0010-00 | D L LIGHTING & AUDIO LLC | 3616 N 43RD ST | MCALLEN | TX | 78501-3473 |
| 239681 | M5200-00-157-0001-00 | CITY OF MISSION | 1201 E 8TH ST | MISSION | TX | 78572-5812 |
| 239687 | M5200-00-157-0012-00 | GONZALEZ RUBEN | 1803 AZALEA ST | MISSION | TX | 78573-9166 |
| 0 | | | | | | |
| 239870 | M5200-00-176-0011-00 | ROCHA ESTEVAN GABRIEL | 1015 PERKINS | MISSION | TX | 78572-3935 |
| 239869 | M5200-00-176-0010-00 | CANTU ROSA SALINAS | 1015 PERKINS AVE | MISSION | TX | 78572-3935 |
| 0 | | | | | | |



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 20, 2025

PRESENTED BY: Xavier Cervantes, Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit to allow a Mobile Food Unit – Martha’s Burgers & More, being the West ½ of Lots 7 & 8, Block 176, Mission Original Townsite Subdivision, in a (C-4) Heavy Commercial District, located at 307 E. Tom Landry Street. Applicant: Martha Avitia – Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 14, 2025 – Application for a Conditional Use Permit (“CUP”) submitted to the City.
- August 08, 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 20, 2025 - Public hearing and consideration of the requested Conditional Use Permit by the Planning and Zoning Commission (P&Z)
- August 25, 2025 – Public hearing and consideration of the requested Conditional Use Permit by the City Council.

Summary:

- The site is located 75 feet West of N. Perkins Avenue along the North side of W. Tom Landry Street.
- Pursuant to Section 1.56 (11)(H) of the City of Mission Code of Ordinances, a Mobile Food Park requires the approval of a conditional use permit by the City Council.
- The applicant proposes to place a 9-foot by 18-foot mobile food unit in a mobile food park to sell their products.
- The proposed hours of operation are as follows: Monday through Sunday from 7:00 am to 12:00 am.
- Staff: 3 employees
- Parking: The site has 9 parking stalls and 5 additional parking stalls with written approval behind the West Side Liquor Store to use their 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.
- 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 RECOMMENDATION:

- Approval for a 1-year re-evaluation in order to assess this new operation;
- Must comply with all City Codes (Building, Fire, Health, etc.),
- Hours of operation are Monday through Sunday from 7:00 am to 12:00 am;
- Must comply with the noise ordinance
- Acquisition of a business license prior to occupancy for each mobile food unit;
- CUP is not transferable to others.

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

SITE LOCATION



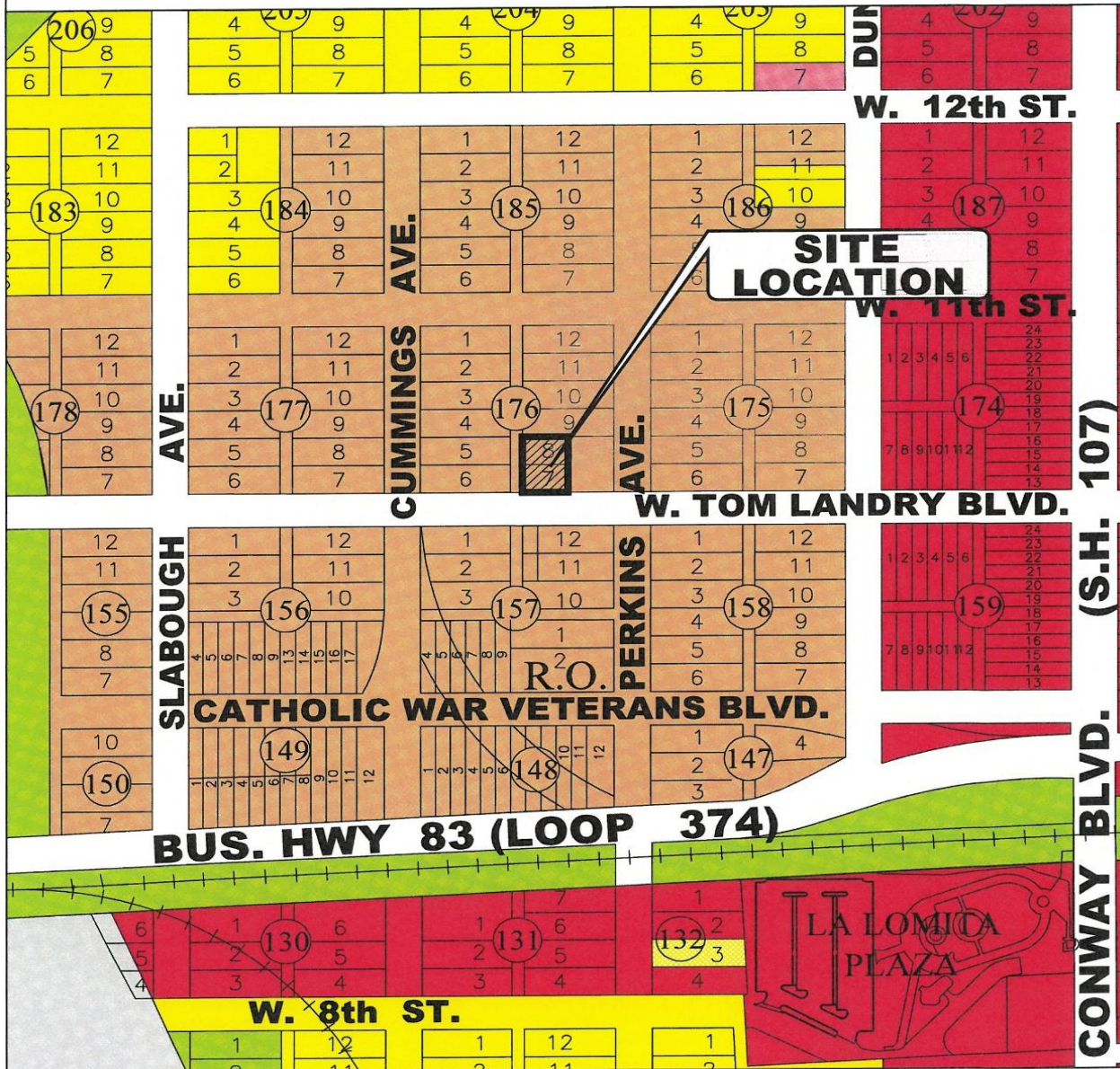
CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 580-8672
 FAX: (956) 580-8680

No.

AERIAL MAP



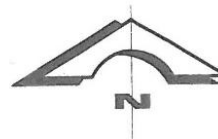
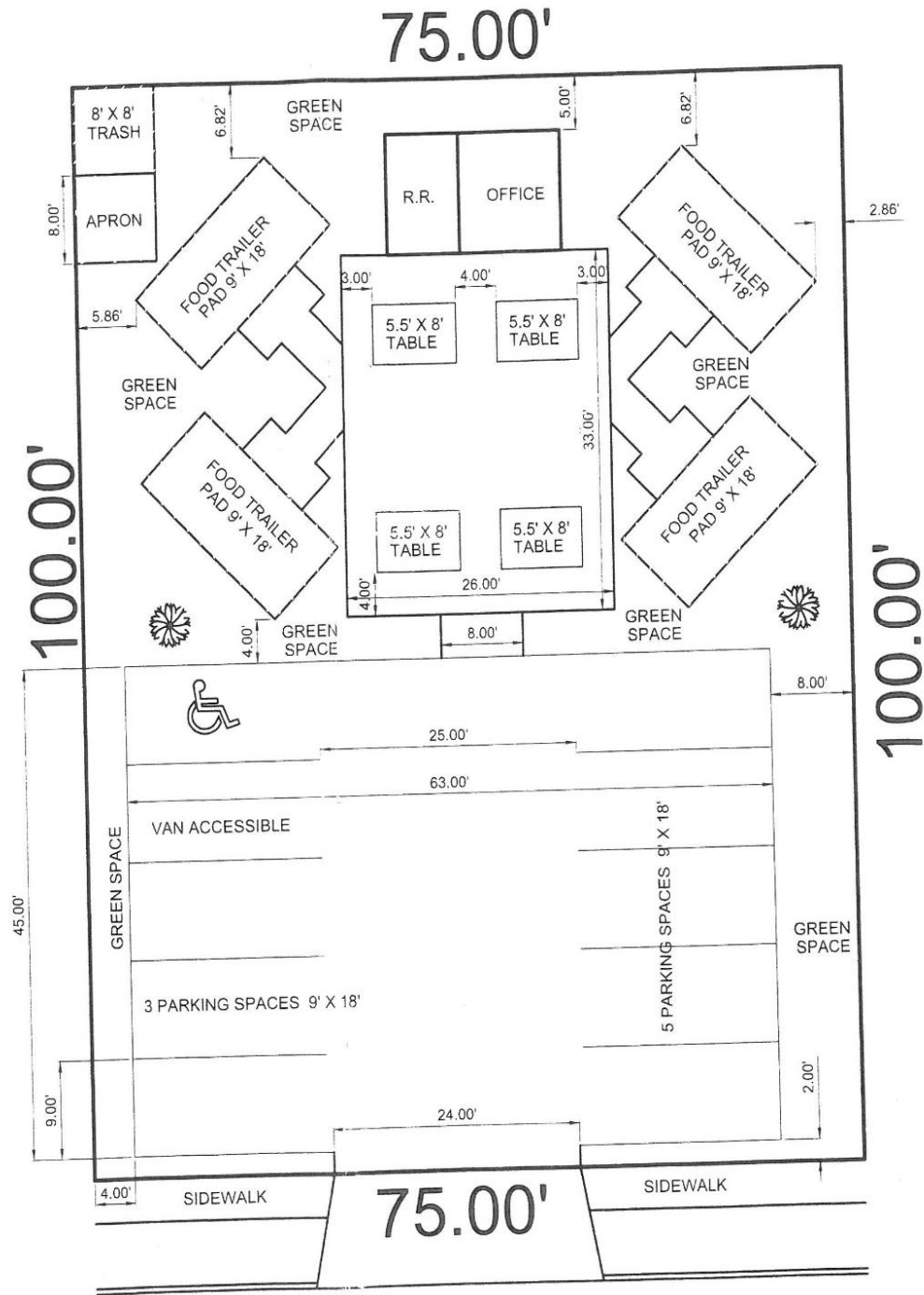
ZONING MAP



ZONING LEGEND

| | | |
|----------------------------------|---------------------------------|------------------------------|
| A0-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 MFCT'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 |

SITE PLAN



SITE
SCALE: 1"

PICTURES



PICTURES



PICTURES



Martha's Burgers y Mas



Tacos
Bistec y Al Pastor
 (Maíz 5 o Harina 4)

Sencillos \$7.00

(cilantro, cebolla cruda y
 asada, limon y salsa)

Especiales \$8.50

(cilantro, cebolla cruda y
 asada, queso blanco,
 aguacate, salsa y Limón)

Nachos \$3.50

Papas Especiales \$5.75

(Nacho Cheese, Carne y
 Chilli)

Frijoles Charros \$2.50

Frijoles Especiales \$4.50

(Carne y Queso Blanco)

Tortas

Sencilla \$6.50

(Cilantro, cebolla
 asada y cruda)

Especial \$8.50

(Jamon,
 Queso, Aguacate, Cilantro,
 Cebolla Cruda y Asada)

Bebidas

Refresco de lata \$1.50

(Coca, sprite, Dr

Pepper, Coca-Cola zero)

Coca Mexicana \$3.00

(Coca, ponche, manzana)

Limonada \$3.00

Botella de Agua \$1.00

Papas Fritas \$2.75

Elote Amarillo Entero \$2.75

Extras \$50c

Tocino \$75c



Aceptamos Tarjeta !!

Ordena para llevar !!

(956) 432-3491

PICTURES



PICTURES



ADDITIONAL PARKING PICTURE



MAILOUT LIST

| PROP_ID | geoID | name | addrDelive | addrCity | addrState | addrZip |
|---------|----------------------|---|---------------------------------------|-----------|-----------|------------|
| 239868 | M5200-00-176-0009-00 | GUERRA LITA ANNE | 2214 REBEL RD | AUSTIN | TX | 78704-5245 |
| 239853 | M5200-00-175-0003-00 | PASCUAL JORGE A & SILVIA B SCUDELETTI PASCUAL TRUSTEETS | 4109 SAN GERARDO | MISSION | TX | 78572-7377 |
| 239689 | M5200-00-158-0000-00 | SEGLER INTERESTS LLC | 20212 CHAMPIONS FOREST DR STE 700-369 | SPRING | TX | 77379 |
| 239852 | M5200-00-175-0002-10 | MARTINEZ CARLOS & CRUZ OLIVIA | 1016 PERKINS AVE | MISSION | TX | 78572-3934 |
| 239860 | M5200-00-176-0001-00 | CANTU JORGE LUIS & MARIA DE LA LUZ | 901 PERKINS AVE STE A | MISSION | TX | 78572-3940 |
| 239865 | M5200-00-176-0006-00 | WSLS INC | 311 W TOM LANDRY ST | MISSION | TX | 78572-3911 |
| 239863 | M5200-00-176-0005-10 | RIVAS RUBEN | 313A W TOM LANDRY ST | MISSION | TX | 78572-3911 |
| 239864 | M5200-00-176-0005-15 | WEST LIQUOR | 311 W TOM LANDRY ST | MISSION | TX | 78572-3911 |
| 239866 | M5200-00-176-0007-00 | GONZALEZ ROBERTO & TERESA C GONZALEZ | 1714 N BRYAN RD | MISSION | TX | 78572-3022 |
| 239867 | M5200-00-176-0008-00 | TIME WARNER COMMUNICATIONS RGV | PO BOX 7467 | CHARLOTTE | NC | 28241-7467 |
| 239872 | M5200-00-176-0012-10 | GARCIA FRANKIE | 2119 LIBERTY ST | MISSION | TX | 78573-9862 |
| 239871 | M5200-00-176-0012-00 | HERNANDEZ JAVIER | 1111 W NOLANA AVE | MCALLEN | TX | 78504-3747 |
| 239861 | M5200-00-176-0005-00 | SALINAS GUADALUPE | 319 WEST TOM LANDRY | MISSION | TX | 78572 |
| 239686 | M5200-00-157-0011-00 | DOLIFKA LAND COMPANY | PO BOX 444 | BRIGHTON | CO | 80601-0444 |
| 239685 | M5200-00-157-0010-00 | D L LIGHTING & AUDIO LLC | 3616 N 43RD ST | MCALLEN | TX | 78501-3473 |
| 239681 | M5200-00-157-0001-00 | CITY OF MISSION | 1201 E 8TH ST | MISSION | TX | 78572-5812 |
| 239687 | M5200-00-157-0012-00 | GONZALEZ RUBEN | 1803 AZALEA ST | MISSION | TX | 78573-9166 |
| 0 | | | | | | |
| 239870 | M5200-00-176-0011-00 | ROCHA ESTEVAN GABRIEL | 1015 PERKINS | MISSION | TX | 78572-3935 |
| 239869 | M5200-00-176-0010-00 | CANTU ROSA SALINAS | 1015 PERKINS AVE | MISSION | TX | 78572-3935 |
| 0 | | | | | | |



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 20, 2025

PRESENTED BY: Xavier Cervantes, Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit Renewal for a Mobile Food Unit – Fiesta Hot Dogs, being Lot 1, Madrigal Subdivision, in a (C-2) Neighborhood Commercial District, located at 208 N. Inspiration Road. Applicant: Federico Garcia – Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 14, 2025 – Application for a Conditional Use Permit (“CUP”) submitted to the City.
- August 08, 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 20, 2025 - Public hearing and consideration of the requested Conditional Use Permit by the Planning and Zoning Commission (P&Z)
- August 25, 2025 – Public hearing and consideration of the requested Conditional Use Permit by the City Council.

Summary:

- The site is located 130 feet North of W. 2nd. Street along the East side of N. Inspiration Road.
- Pursuant to Section 1.56 (11)(H) of the City of Mission Code of Ordinances, a Mobile Food Unit requires the approval of a conditional use permit by the City Council.
- The applicant proposes to renew the conditional use permit of the mobile food unit to sell their products.
- The hours of operation are as follows: Monday through Thursday from 6:00 p.m. to 12:00 a.m. and Friday through Sunday from 6:00 pm to 1:00 am.
- Staff: 4 employees
- Parking: The site has 14 parking stalls available for the grocery store which would be shared with the mobile food unit.
- The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (34) 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 RECOMMENDATION:

- Approval for 2 year re-evaluation to assess this operation;
- Must comply with all City Codes (Building, Fire, Health, etc.),

- Hours of operation are Monday through Thursday from 6:00 p.m. to 12:00 a.m. and Friday through Sunday from 6:00 pm to 1:00 am.;
- Must comply with the noise ordinance
- CUP is not transferable to others.

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

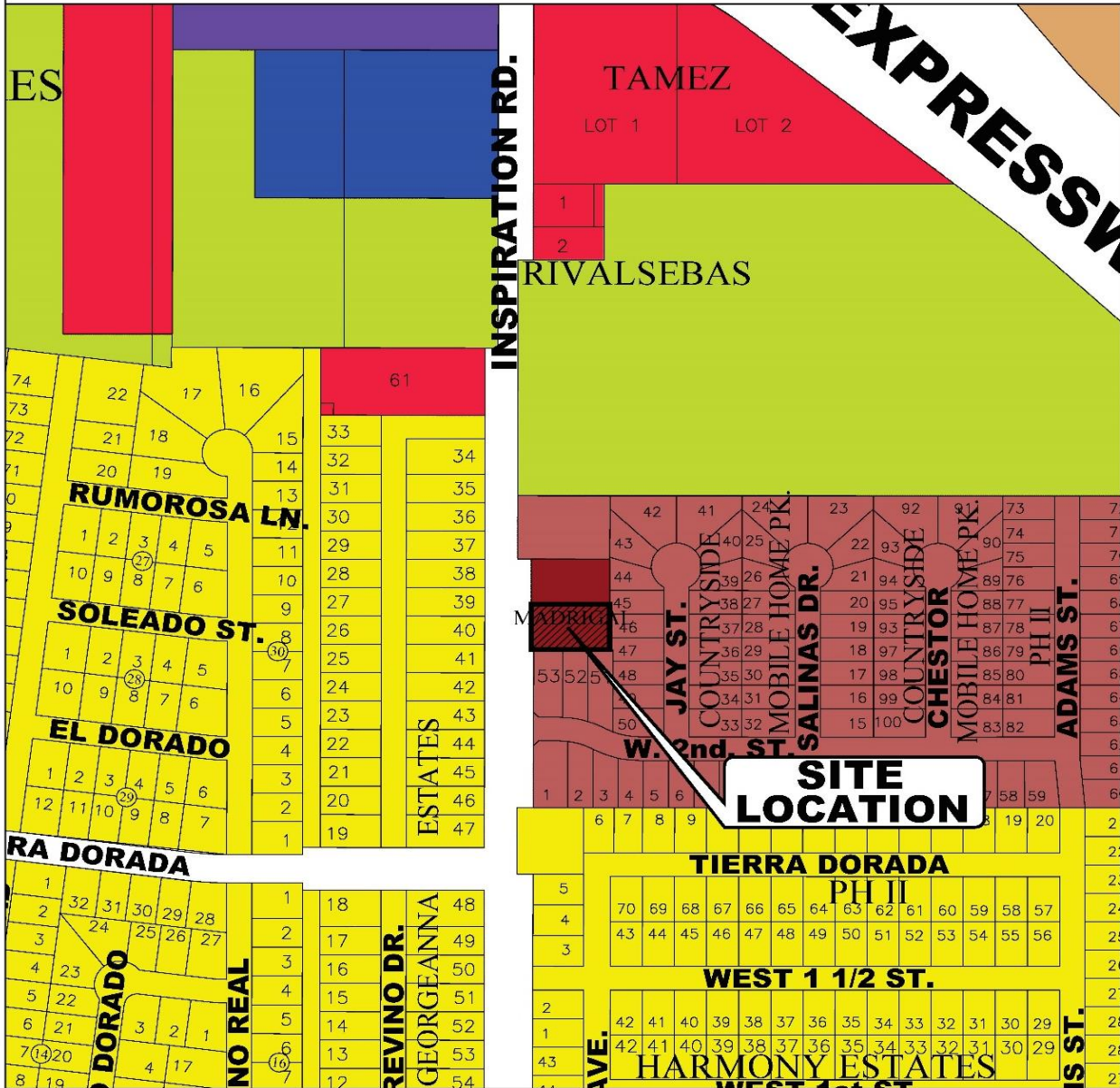
SITE LOCATION



AERIAL MAP



ZONING MAP



ZONING LEGEND

| | | | | | |
|--|----------------------------------|--|--------------------------------|--|------------------------------|
| | A0-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 |

SITE PLAN



PICTURES



PICTURES



MAILOUT LIST

| PROP_ID | geolD | name | addrDelive | addrCity | addrState | addrZip |
|---------|----------------------|---|-------------------------|-----------|-----------|------------|
| 599053 | C9045-01-000-0044-00 | BOWYER INVESTMENTS LTD | PO BOX 1269 | MCALLEN | TX | 78505-1269 |
| 599044 | C9045-01-000-0035-00 | BOLANOS SERGIO EDWARD | 204 JAY AVE | MISSION | TX | 78572-7703 |
| 599045 | C9045-01-000-0036-00 | BOLANOS MERCEDES DEL CARMEN | 206 JAY AVE | MISSION | TX | 78572-7703 |
| 599046 | C9045-01-000-0037-00 | DE LEON ROMEO | 400 ASH AVE | MCALLEN | TX | 78501-2557 |
| 599047 | C9045-01-000-0038-00 | AVILA OTILIA & MELISSA C | 1612 JAIME DR | YUBA CITY | CA | 95993 |
| 599054 | C9045-01-000-0045-00 | GARZA CLAUDIA | 211 JAY AVE | MISSION | TX | 78572-7705 |
| 599057 | C9045-01-000-0048-00 | GONZALEZ SILVIA E | 205 JAY AVE | MISSION | TX | 78572-7705 |
| 599056 | C9045-01-000-0047-00 | MACIEL ERNESTO L & MARIA T GARCIA | 207 JAY AVE | MISSION | TX | 78572-7705 |
| 599055 | C9045-01-000-0046-00 | KEATTS LAURA QUINTANILLA | 209 JAY AVE | MISSION | TX | 78572-7705 |
| 599062 | C9045-01-000-0053-00 | BARRIERE CARLOS | 2110 W 2ND ST | MISSION | TX | 78572-6861 |
| 599061 | C9045-01-000-0052-00 | RODRIGUEZ MARITZA A | PO BOX 1269 | MCALLEN | TX | 78505-1269 |
| 599060 | C9045-01-000-0051-00 | PENA JOEL R | 2106 W 2ND ST | MISSION | TX | 78572 |
| 599051 | C9045-01-000-0042-00 | DE HOYOS JUAN JOSE | 217 JAY AVE | MISSION | TX | 78572-7705 |
| 599058 | C9045-01-000-0049-00 | GARCIA MARTHA DELIA | 203 JAY AVE | MISSION | TX | 78572-7705 |
| 599048 | C9045-01-000-0039-00 | BAUTISTA LUIS ROBERTO & BRENDA | 212 JAY AVE | MISSION | TX | 78572-7703 |
| 599050 | C9045-01-000-0041-00 | QUINTANILLA BLANCA | 216 JAY AVE | MISSION | TX | 78572-7703 |
| 599043 | C9045-01-000-0034-00 | SOLIS JOSE V CANTU & CLAUDIA E GNZ GONZALEZ | 202 JAY AVE | MISSION | TX | 78572-7703 |
| 599052 | C9045-01-000-0043-00 | CASTRO JUAN E | 215 JAY AVE | MISSION | TX | 78572 |
| 599059 | C9045-01-000-0050-00 | PENA RAUL & ELIZABETH | 201 MINA DE ORO ST | MISSION | TX | 78572-6766 |
| 599049 | C9045-01-000-0040-00 | QUINTANILLA BLANCA ESTHELA | 214 JAY AVE | MISSION | TX | 78572-7703 |
| 598702 | M0358-00-000-0001-00 | LAMAD LLC | 1808 RIVER BEND DR | MISSION | TX | 78572 |
| 534537 | G3185-00-000-0037-00 | VILLANUEVA GERARDO | 220 ALBERTO TREVINO ST | MISSION | TX | 78572-6786 |
| 534543 | G3185-00-000-0042-00 | REYNA RENATO | 210 ALBERTO TREVINO DR | MISSION | TX | 78572-6786 |
| 534545 | G3185-00-000-0044-00 | RAMIREZ SILVESTRE & GRACIELA | 206 ALBERTO TREVINO ST | MISSION | TX | 78572-6786 |
| 534535 | G3185-00-000-0036-00 | CORTEZ PEDRO & GRACIELA H | 222 ALBERTO TREVINO ST | MISSION | TX | 78572-6786 |
| 534544 | G3185-00-000-0043-00 | SALGADO ADRIANA | 208 ALBERTO TREVINO ST | MISSION | TX | 78572-6786 |
| 534538 | G3185-00-000-0038-00 | LOPEZ SYLVIA N | 218 ALBERTO TREVINO ST | MISSION | TX | 78572-6786 |
| 534539 | G3185-00-000-0039-00 | GUILLEN LUCILA CANO | 216 ALBERTO TREVINO DR | MISSION | TX | 78572-6786 |
| 534541 | G3185-00-000-0040-00 | CARDOZA CLAUDIA | 214 ALBERTO TREVINO ST | MISSION | TX | 78572-6786 |
| 534542 | G3185-00-000-0041-00 | GARCIA JOSE G & BERTHA | 212 ALBERTO TREVINO ST | MISSION | TX | 78572-6786 |
| 599011 | C9045-01-000-0002-00 | RIVAS EDWIN A & SANTA ELVIRA G CASTRO | 2109 W 2ND ST | MISSION | TX | 78572-6858 |
| 599010 | C9045-01-000-0001-00 | VELA JUAN JOSE & IRMA HILDA | 2605 PELICAN AVE | MCALLEN | TX | 78504 |
| 316716 | W0100-00-019-0001-00 | MADRIGAL OMAR & ROSA B | 85 E CALDWOOD DR APT 19 | BEAUMONT | TX | 77707-1947 |
| 316717 | W0100-00-019-0001-01 | BOWYER INVESTMENTS | PO BOX 1269 | MCALLEN | TX | 78505-1269 |



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 20, 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 a Drive-Thru Service Window – Dak's Snacks in a (C-2) Neighborhood Commercial District, being Lot 1, Sylvia Plaza Subdivision, located at 810 N. Schuerbach Road, Suite D, Applicant: Cristina Salazar - Cervantes

NATURE OF REQUEST:

Project Timeline:

- July 30, 2025 – Application for Conditional Use Permit ("CUP") submitted to the City for processing.
- August 8, 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 20, 2025 – Public hearing and consideration of a Conditional Use Permit by the Planning and Zoning Commission.
- August 25, 2025 – Public hearing and consideration of a Conditional Use Permit by the City Council.

Summary:

- The subject site is located at the southeast corner of Schuerbach Road and Business 83.
- Per Code of Ordinance, Drive-Thru Service Windows require the approval of a Conditional Use Permit by the City Council.
- There is an existing 24' x 35' (840 sq. ft.) snack shop with a drive-thru service window that has been in existence since July 2021. Access to the site is provided off Schuerbach Road with a 45' driveway. The service window is located approximately 15' from the corner of the building, which provides stacking for approximately two vehicles.
- The proposed days and hours of operation are Monday–Sunday from 11:00 am to 11:00 pm
- Staff: 2 employees
- Parking: the 840 sq. ft. site requires 5 parking spaces. It is noted that the parking area is held in common (35 existing parking spaces, inclusive of gas pump stalls) and is shared with other businesses.
- The last conditional use permit approved for the drive-thru service window for this location was on September 26, 2022 for a period of 2 years. Staff notes that this would be the 3rd renewal.
- The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (9) 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:

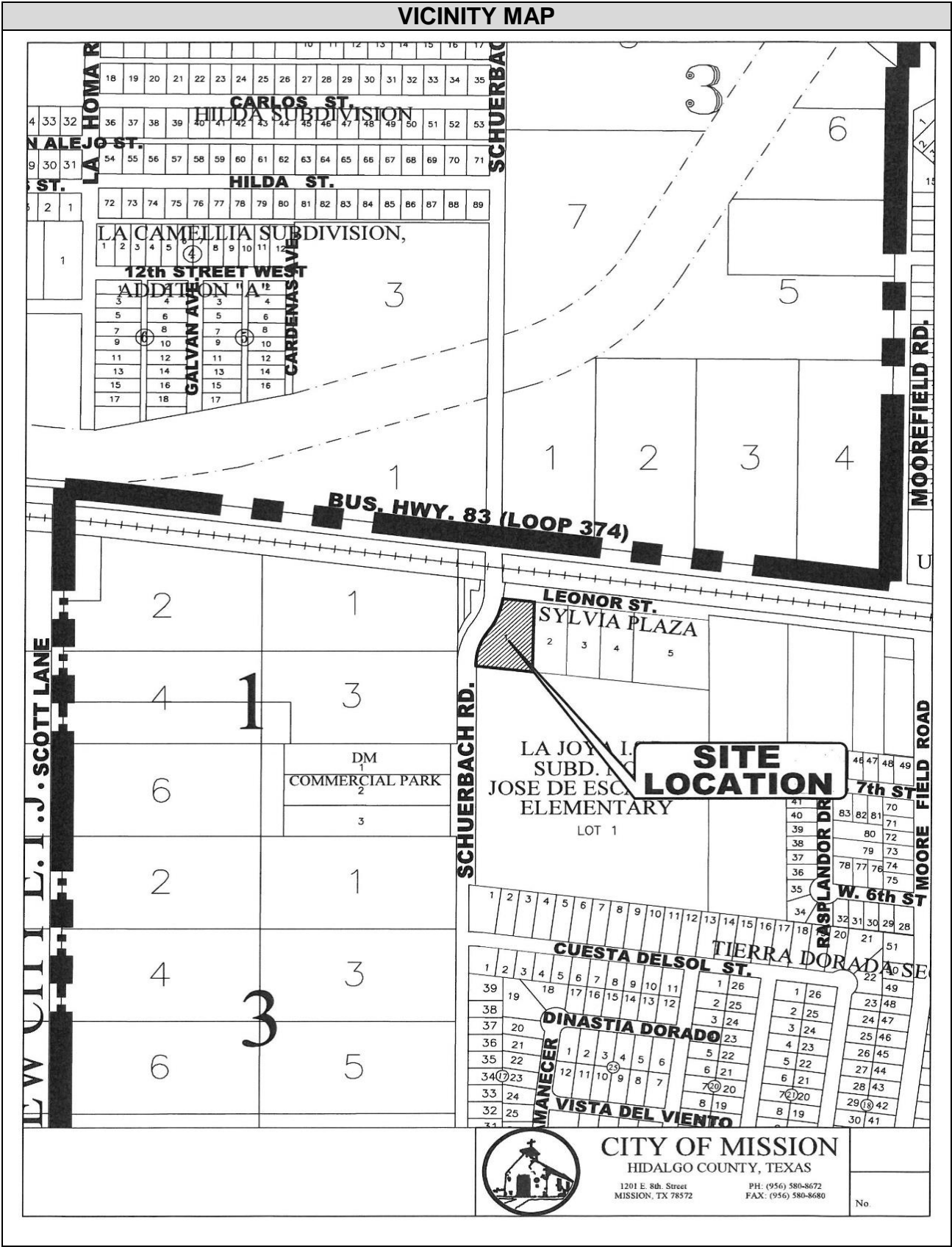
1. Life of use with the understanding that the permit can be revoked due to noncompliance.
2. Continued compliance with all City Codes (Building, Fire, Health, Sign codes, etc.).
3. CUP is not transferable to others
4. Hours of operation to be as follows: Monday – Sunday from 11:00 am to 11:00 pm

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

_____ AYES

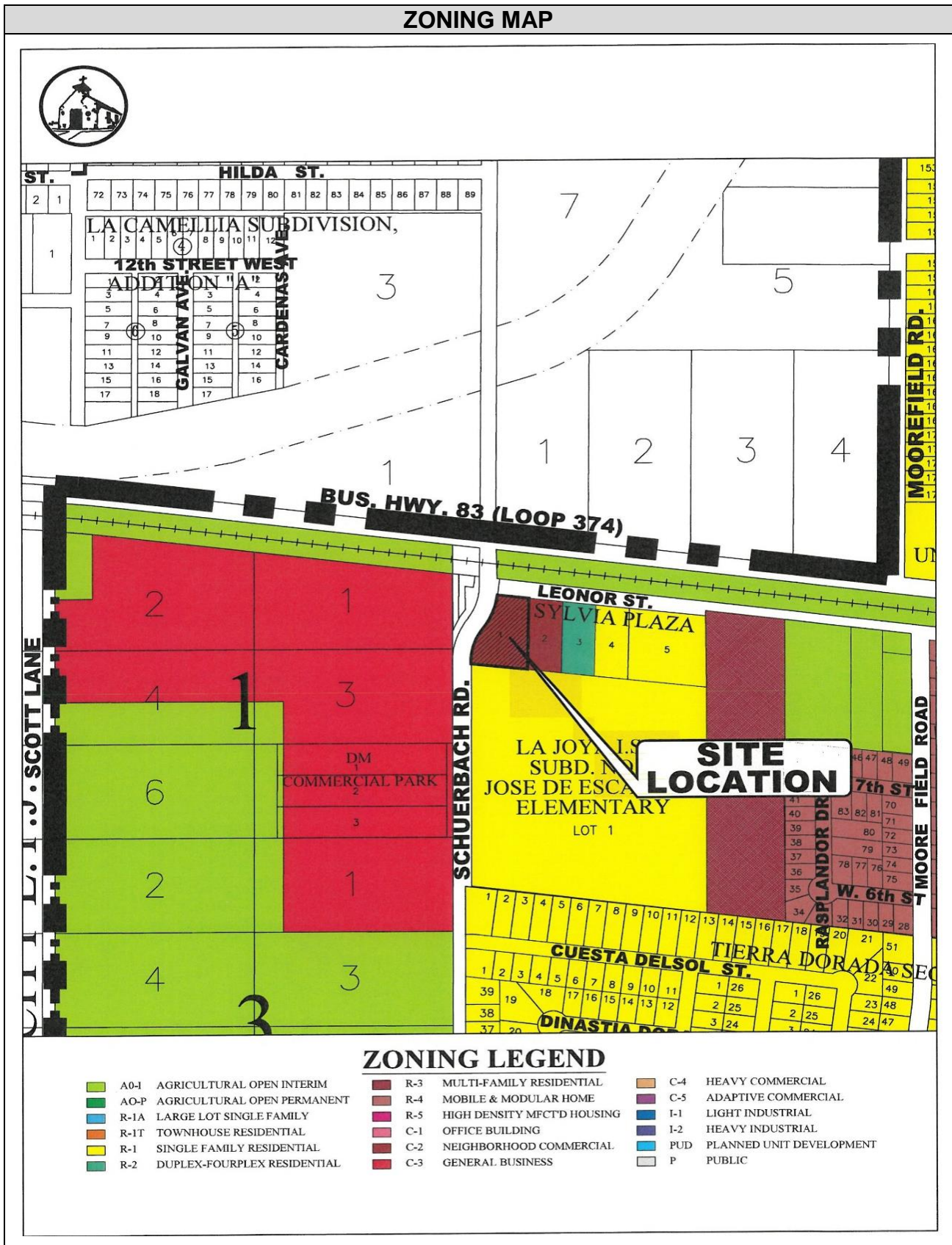
_____ NAYS

_____ DISSENTING _____

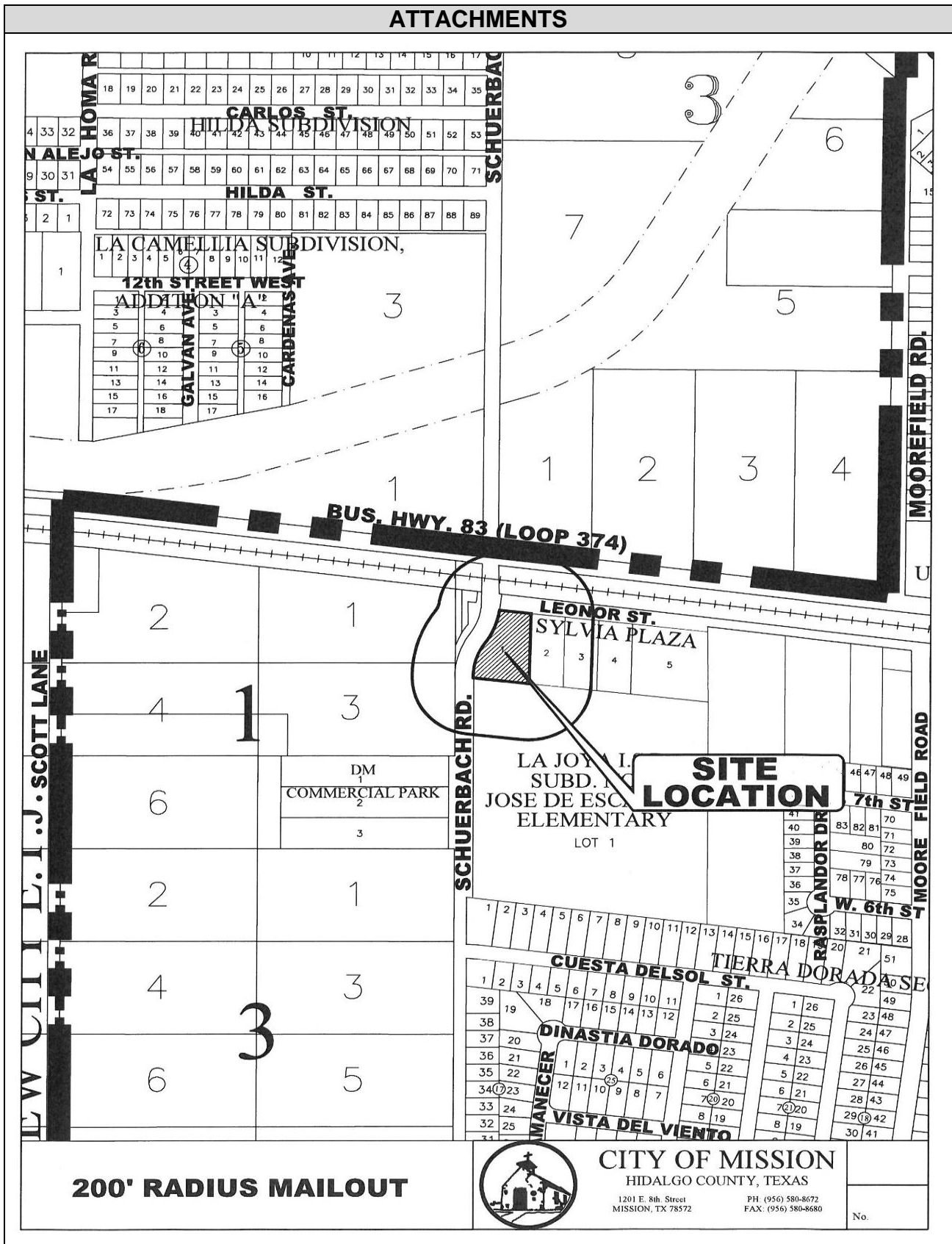


ARIEL MAP





ATTACHMENTS



ATTACHMENTS



ATTACHMENTS



MAILOUT LIST

| PROP_ID | geolD | name | addrDelive | addrCity | addrState | addrZip |
|---------|----------------------|---|---------------------|----------|-----------|------------|
| 705850 | L1186-09-000-0001-00 | LA JOYA IND SCH DIST | PO BOX J | LA JOYA | TX | 78560-0136 |
| 705853 | S7910-00-000-0003-00 | RODRIGUEZ RODRIGO & SYLVIA | 2805 LEONOR ST | MISSION | TX | 78572-9429 |
| 705852 | S7910-00-000-0002-00 | RODRIGUEZ RODRIGO & SYLVIA | 2805 LEONOR ST | MISSION | TX | 78572-9429 |
| 705851 | S7910-00-000-0001-00 | RODRIGUEZ RODRIGO & SYLVIA | 2805 LEONOR ST | MISSION | TX | 78572-9429 |
| 860518 | 10052-00-000-0000-10 | RODRIGUEZ JUAN RODRIGO | 2805 LEONOR ST | MISSION | TX | 78572-9429 |
| 528192 | F4350-00-000-0001-05 | LA JOYA IND SCH DIST | PO BOX J | LA JOYA | TX | 78560-0136 |
| 157631 | D2800-00-001-0001-00 | CENTRO CRISTIANO DE RESTAURACION FAMILIAR | 713 N SCHUERBACH RD | MISSION | TX | 78572-6992 |
| 332114 | Z2050-00-000-0000-00 | MISSOURI PACIFIC RAILROAD | 1400 DOUGLAS ST | OMAHA | NE | 68179-0002 |
| 332115 | Z2050-00-000-0000-05 | STATE OF TEXAS | PO BOX EE | PHARR | TX | 78577 |



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 20, 2025

PRESENTED BY: Xavier Cervantes, Director of Planning

AGENDA ITEM: Conduct a public hearing and consideration of a Conditional Use Permit Renewal for an Event Center – The Cordelle Events, being Lot 20, Shary Business Center Subdivision, in a (C-3) General Commercial District, located at 2402 Brock Street, Suite C, Applicant: Julio Alaniz – Cervantes

NATURE OF REQUEST:

Project Timeline:

- August 04, 2025 – Application for a Conditional Use Permit (“CUP”) submitted to the City.
- August 08, 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 20, 2025 - Public hearing and consideration of the requested Conditional Use Permit by the Planning and Zoning Commission (P&Z)
- August 25, 2025 – Public hearing and consideration of the requested Conditional Use Permit by the City Council.

Summary:

- The site is located 130 feet East of Shary Road F.M. 494 along the South side of Brock Street.
- Pursuant to Section 1.43 (3)(F) of the City of Mission Code of Ordinances, an Events Center requires the approval of a conditional use permit by the City Council.
- The applicant proposes a renewal of the conditional use permit for the Event Center.
- The hours of operation are as follows: Sunday through Saturday from 8:00 a.m. to 12:00 am.
- Staff: 3 employees
- Parking: Due to the total of 48 seating spaces, which requires 16 parking spaces (48 seats/ 1 space for every 3 seats = 16 parking spaces. It is noted that the parking area is held in common (142 existing parking spaces) and shared with other businesses.
- The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (11) 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 RECOMMENDATION:

- Approval for 2 years re-evaluation subject to;
- Hours of operation are Sunday through Saturday from 6:00 a.m. to 12:00 a.m.
- Maximum occupancy being 71

- Must comply with the noise ordinance
- CUP is not transferable to others.
- Must have security cameras inside and outside with a minimum 30-day retention.

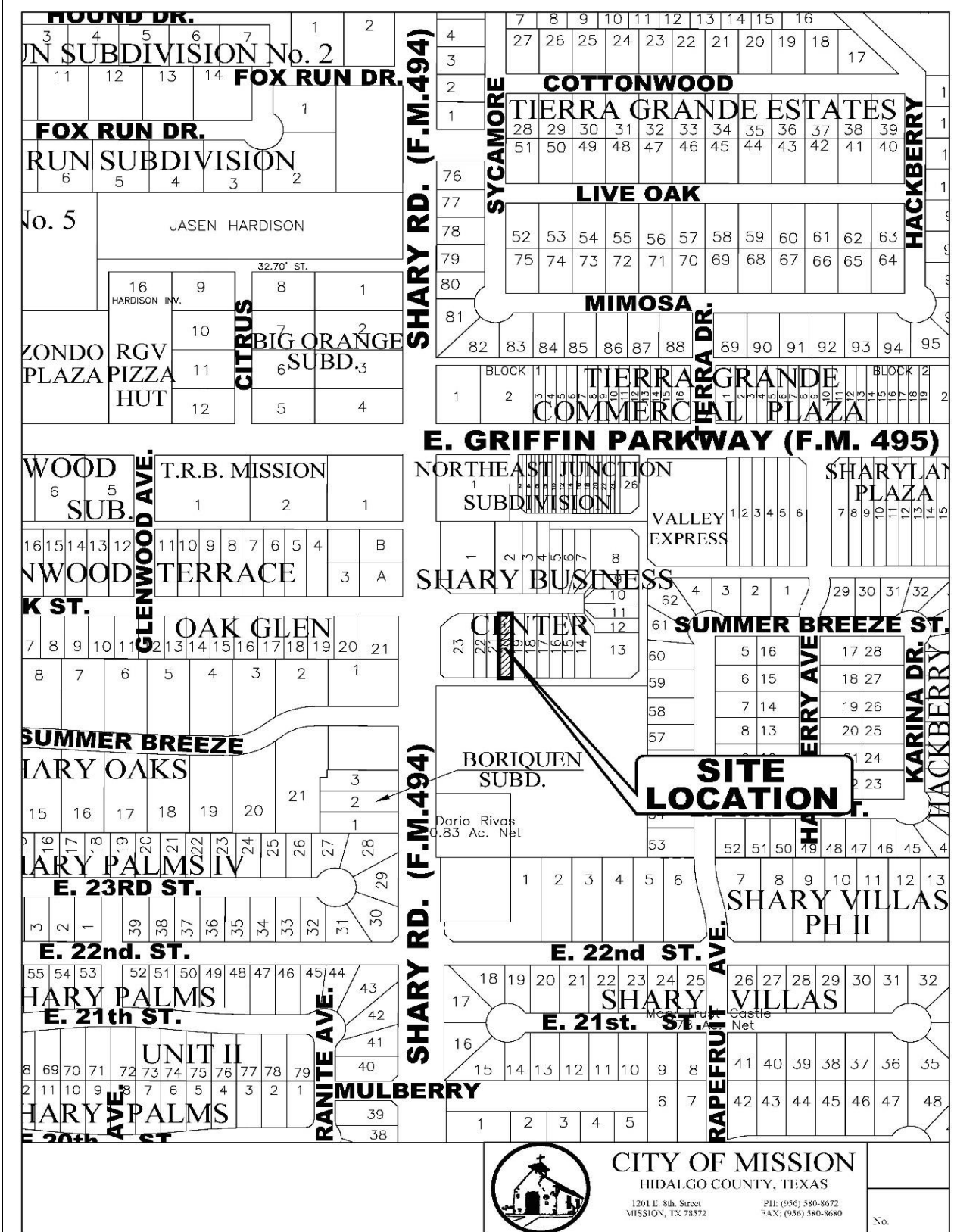
RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

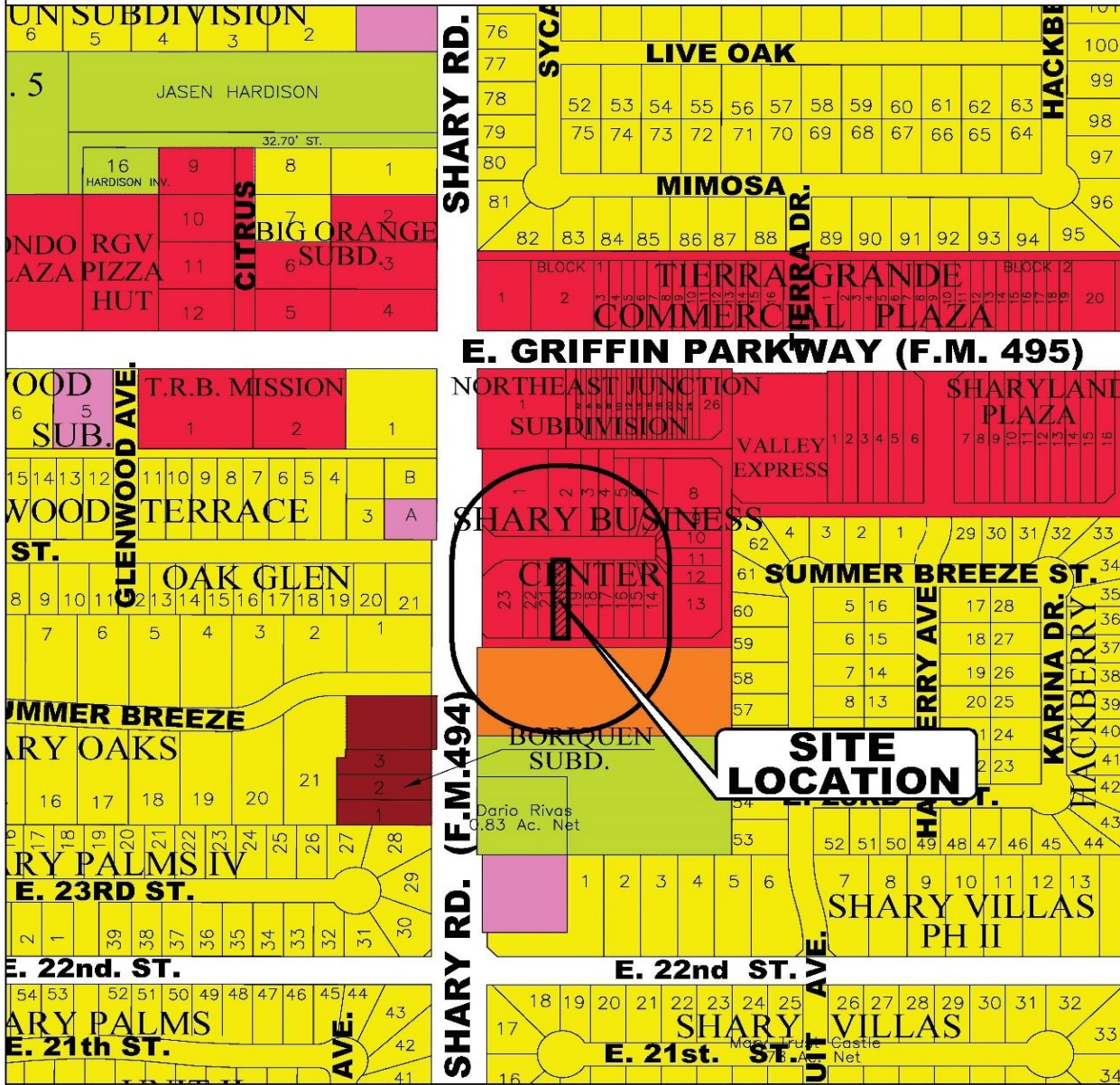
SITE LOCATION



AERIAL MAP



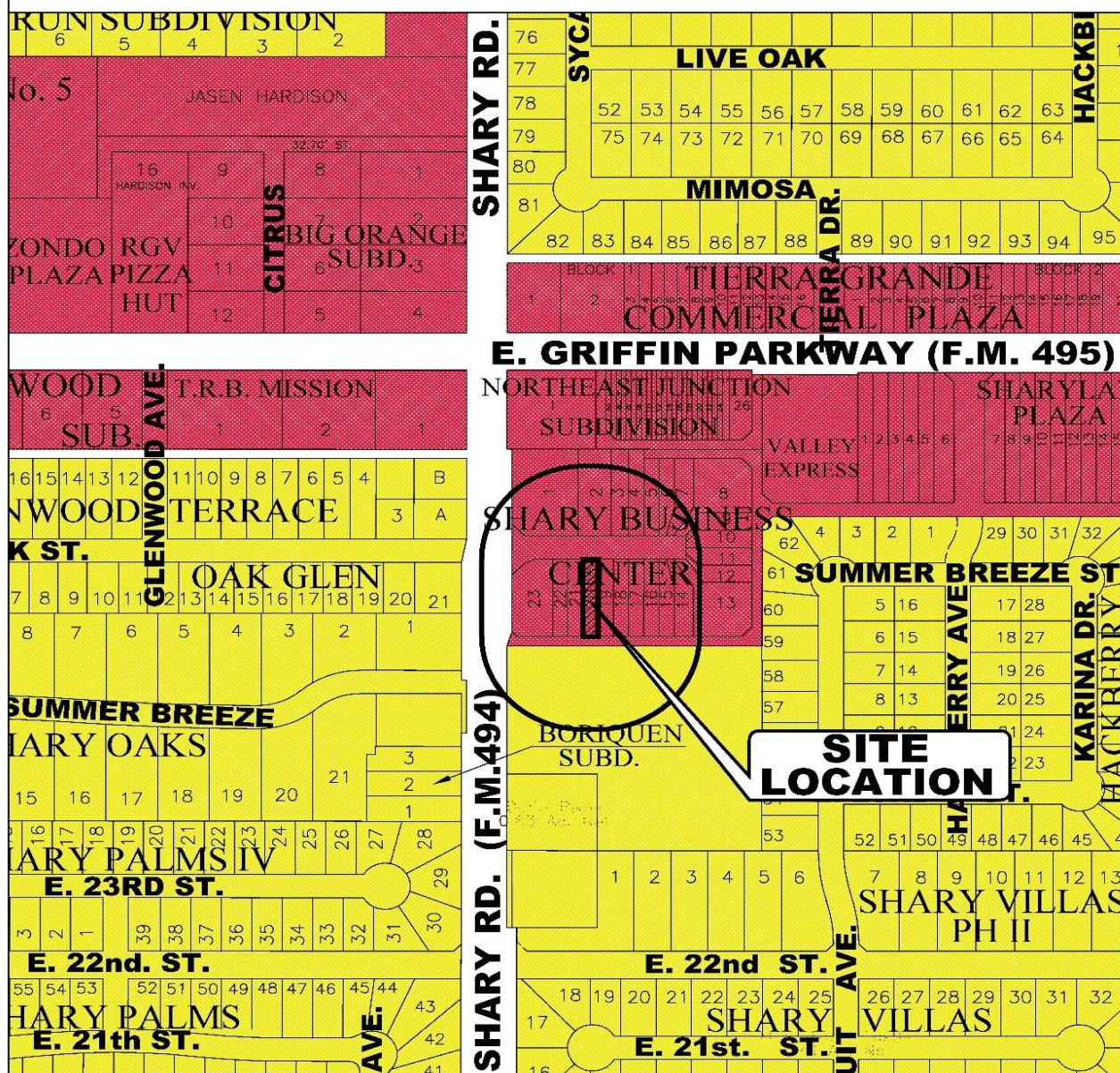
ZONING MAP













ZONING LEGEND

| | | |
|----------------------------------|--------------------------------|------------------------------|
| A0-I AGRICULTURAL OPEN INTERIM | R-3 MULTI-FAMILY RESIDENTIAL | C-4 HEAVY COMMERCIAL |
| A0-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 |

FUTURE LAND USE MAP



FUTURE LAND USE MAP

- | | | | |
|---|-------------------------------|---|----------------------------------|
|  | - LD - Low Density Res. |  | - GC - General Commercial |
|  | - LDA - Lower Density Res. |  | - HC - Heavy Commercial |
|  | - MD - Moderate Density Res. |  | - I - Industrial |
|  | - HD - High Density Res. |  | - P - Public |
|  | - ● - Neighborhood Commercial |  | - PUD - Planned Unit Development |

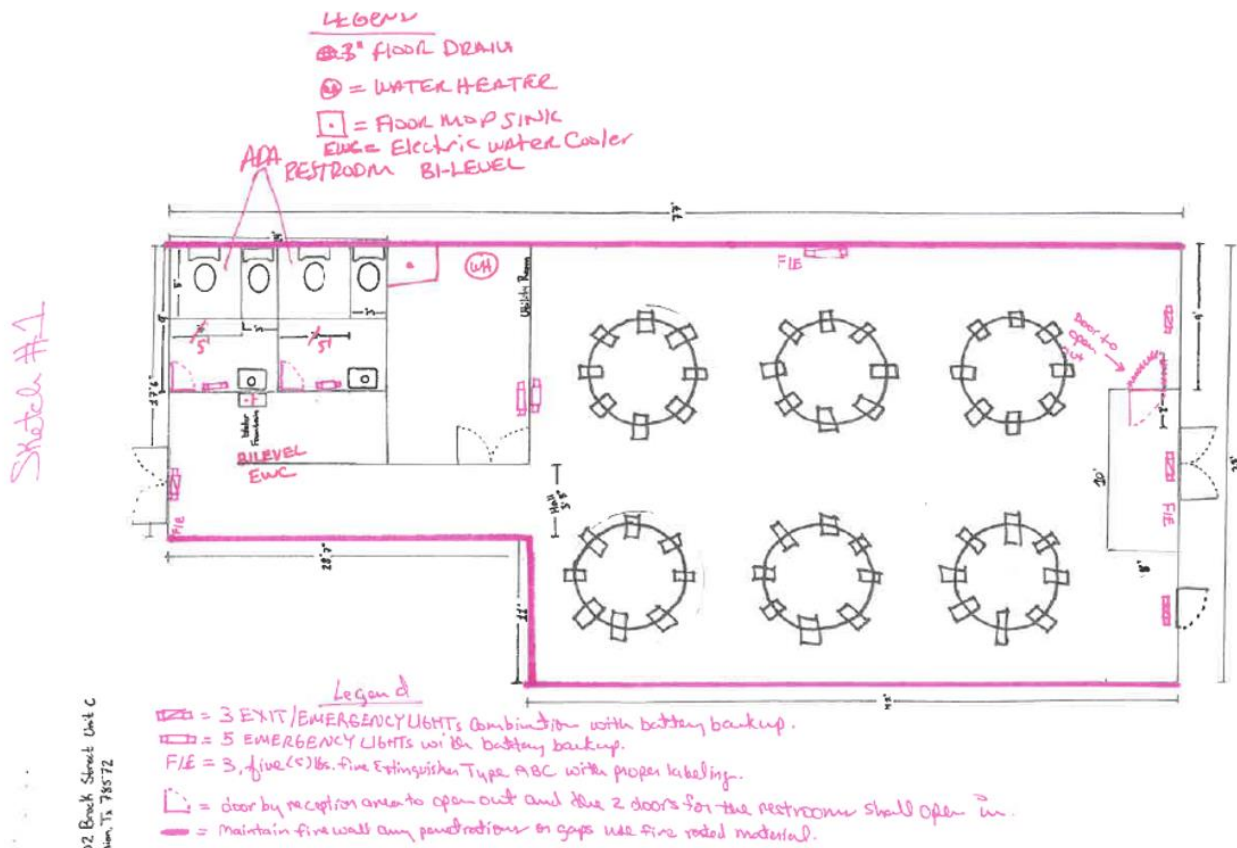
PICTURES

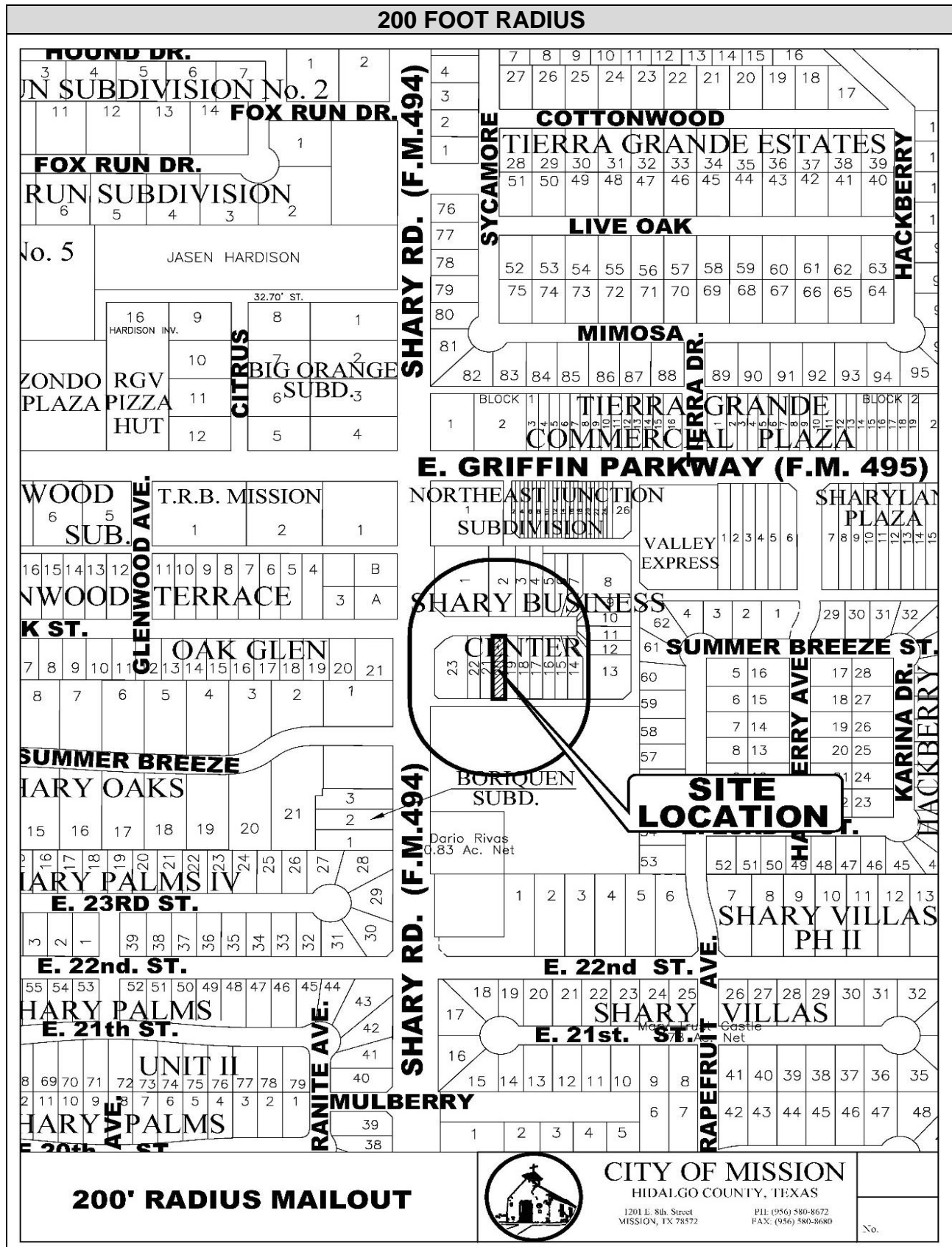


PICTURES



FLOOR PLAN





MAILOUT LIST

| PROP_ID | geolD | name | addrDelive | addrCity | addrState | addrZip |
|---------|----------------------|------------------------------------|--|------------|-----------|------------|
| 624486 | S2741-00-000-0010-00 | SAN INVESTMENTS LLC | 321 S MAIN ST | MCALLEN | TX | 78501-4806 |
| 624478 | S2741-00-000-0002-00 | SAN INVESTMENTS LLC | 321 S MAIN ST | MCALLEN | TX | 78501-4806 |
| 624479 | S2741-00-000-0003-00 | HSU SHERRY & TON TU | 708 CHELSEA DR | MISSION | TX | 78573-8614 |
| 624480 | S2741-00-000-0004-00 | SAN INVESTMENT LLC | 321 S MAIN ST | MCALLEN | TX | 78501-4806 |
| 624481 | S2741-00-000-0005-00 | SAN INVESTMENTS LLC | 321 S MAIN ST | MCALLEN | TX | 78501-4806 |
| 624483 | S2741-00-000-0007-00 | SAN INVESTMENTS LLC | 321 S MAIN ST | MCALLEN | TX | 78501-4806 |
| 624485 | S2741-00-000-0009-00 | SAN INVESTMENTS LLC | 321 S MAIN ST | MCALLEN | TX | 78501-4806 |
| 624474 | S2741-00-000-0001-00 | HSU SHERRY & TON TU | 708 CHELSEA DR | MISSION | TX | 78573-8614 |
| 624482 | S2741-00-000-0006-00 | SAN INVESTMENTS LLC | 321 S MAIN ST | MCALLEN | TX | 78501-4806 |
| 0 | | | | | | |
| 568332 | S2740-00-000-0001-00 | TEXAS STATE BANK | 300 FIFTH AVENUE 21ST FLOOR, ATTN: PNC CORPORATE TAX | PITTSBURGH | PA | 15222 |
| 281240 | S2950-00-000-0245-20 | JOHNSON DARRELL E & IRMA Z TRUSTEE | 2200 N SHARY RD | MISSION | TX | 78572-3239 |



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 20, 2025

PRESENTED BY: Xavier Cervantes, Director of Planning

AGENDA ITEM: Single Lot Variance: A 1.0 ac. of land out of the South one-half (S. ½) of the North one-half (N ½) of Lot 26-10, West Addition to Sharyland Subdivision of Porciones 53,54,55,56, & 57, in a property zoned Agricultural Open Interim, located at 1106 Teofilo Drive, Applicant: Angel Antonio Guzman – Cervantes

NATURE OF REQUEST:

Project Timeline:

- February 23, 2022 – First Single Lot Variance application submitted and approved with conditions by the Planning and Zoning Commission. (expired)
- February 24, 2024 – Second Single Lot Variance application submitted and approved with conditions by the Planning and Zoning Commission. (expired)
- August 20, 2025 – Consideration of the Single Lot Variance by Planning and Zoning Commission.

Summary:

- The site is located on Teolifo Dr., a private street that intersects with Bryan Road. The property measures 264' X 153.33' in which the owner is proposing to build a residential home. Currently, the property is vacant.
- This is an unrecorded subdivision and will require a 10 feet utility easement dedication along the western and southern most boundaries and an additional 10' front public roadway easement to be use for road right-of-way.
- There is no city sewer available in this area. An OSSF would be required for this property. The applicant shall request a variance for the installation of on-site sewer facility (septic tank)
- The applicant will be required to Install a water service line from the site to an existing 8" main line on Bryan Rd. and the installation of a street light within 150 feet from the site.
- A Capital Sewer Recovery fee (\$200.00), Payment of the Park fee (\$650) will be imposed as a condition of approval.

STAFF RECOMMENDATION:

Staff recommends approval of the Single Lot Variance subject to conditions:

1. Dedication of an additional 10' front public roadway easement to be use for road right-of-way
2. Provide proof of water district exclusion
3. Install a water service line from Bryan Rd.
4. Dedication of a 10' utility easement along the western most and southern boundary of the property
5. Payment of Park fee

6. Installation of a street light within 150' from the site
7. Request variance for the installation of on-site sewer facility (septic tank)

RECORD OF VOTE:

APPROVED: _____

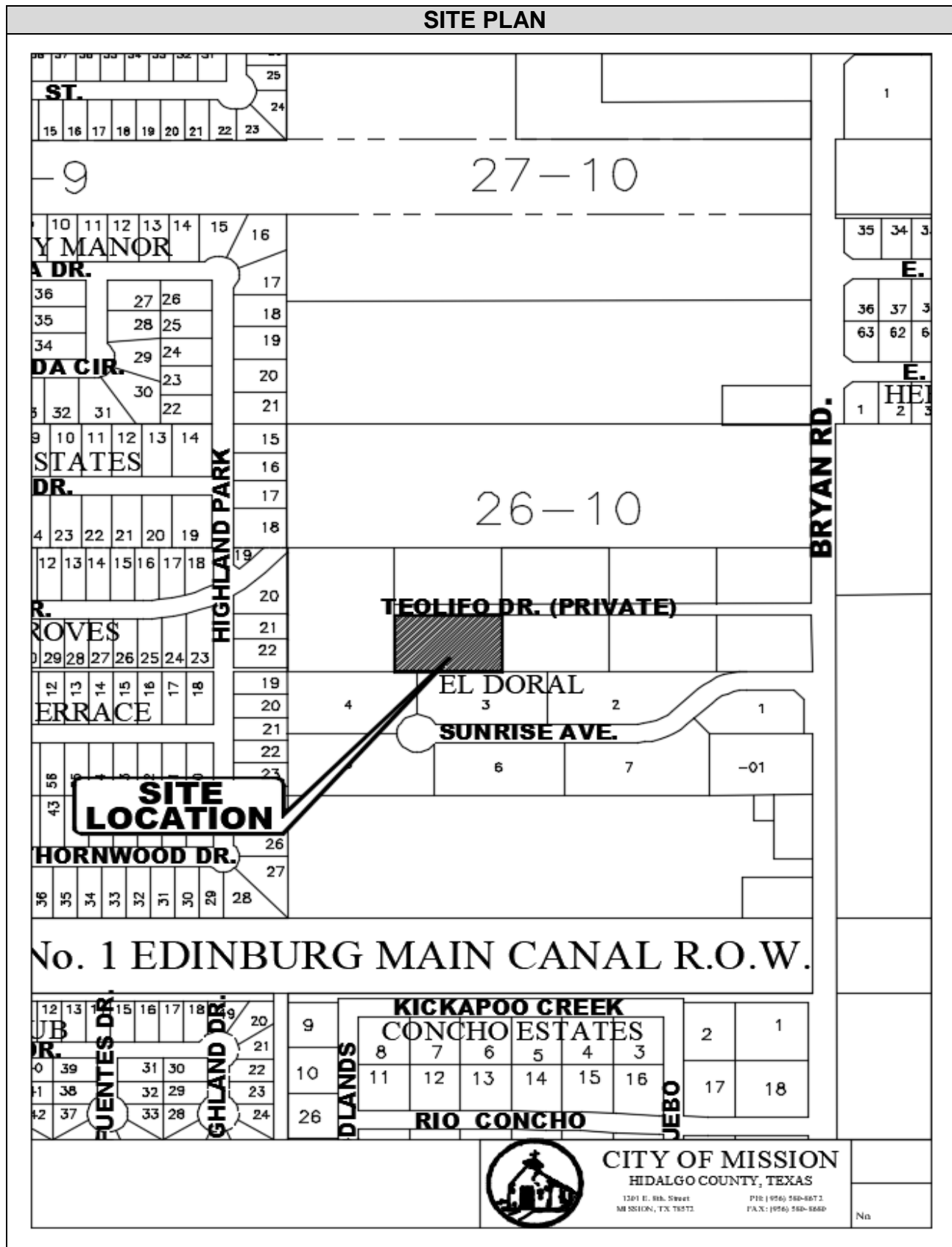
DISAPPROVED: _____

TABLED: _____

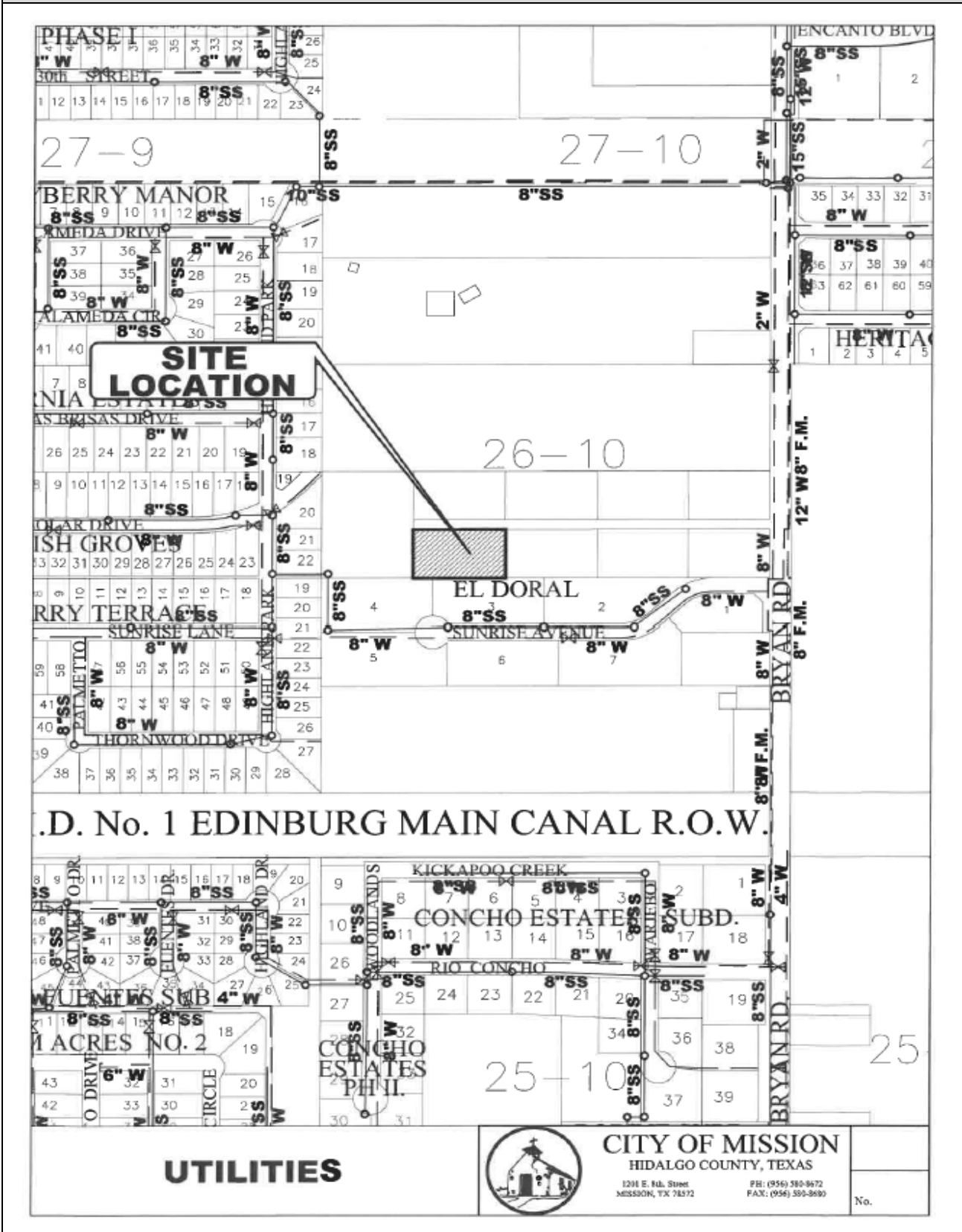
_____ AYES

_____ NAYS

_____ DISSENTING _____



UTILITY LAYOUT PLAN



AERIAL PHOTO





CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 20, 2025

PRESENTED BY: Xavier Cervantes, Director of Planning

AGENDA ITEM: Plat Approval Subject to Conditions for the proposed Imperio Vista Subdivision, being a 5.92 acre tract of land out of Lot 97, Mission Acres Subdivision, Developer: Obed Matus, Engineer: Rio Delta Engineering, - Cervantes

NATURE OF REQUEST:

Project Timeline:

- June 10, 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).
- August 7, 2025 – Final review of plat and construction plans deemed complete by SRC.
- August 20, 2025 – Consideration of plat approval subject to conditions by the Planning and Zoning Commission.
- August 25, 2025 – Consideration of plat approval subject to conditions by the City Council.

Summary:

- Imperio Vista Subdivision consists of 30 single family residential lots and 1 detention area and is located on the Southeast corner of Adams Street and W. 20th Street.
- This subdivision will have access from Adams Street and will extend and connect to and from W. 20th Street. These streets are complete and equipped with all the infrastructure to supply and service the new development. The Engineering Department has reviewed and approved the drainage report.
- The tract of land was rezoned from AO-I to R-1T on February 19, 2025 by P&Z and approved by City Council on February 24, 2025.
- All the lots are meeting the R-1T lot restrictions as per zoning requirements.
- 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

CITY OF MISSION SUBDIVISION APPLICATION



| | |
|---|--|
| Name: <u>OBED MATUS</u> Address: <u>905 TAMARACK</u> City: <u>MCALLEN</u> Phone: _____ Subdivision Name: <u>Imperio Vista</u> _____ | <p align="center">PLAT FEES</p> 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: R 1T Water Dist. MISSION School Dist. MISSION ISD

of Lots: Residential 30 Non-Residential _____ Common Areas/Lots _____

Water CCN: SWSC _____ LJWSC _____ MUD _____

| | |
|--|--|
| <p align="center"><u>WATER</u></p> _____ L. F. of _____ Water Lines _____ L. F. of _____ Water Lines Other: _____ Suburban MSR cost of water meters & ETJ Only: Membership costs \$ _____ | <p align="center"><u>SEWER</u></p> _____ L. F. of _____ Sewer Lines _____ L. F. of _____ Sewer Lines Lift Sta: _____ N/A-Septic Use: _____ Other: _____ Suburban E |
|--|--|

| | |
|--|---|
| <p align="center"><u>STREETS</u></p> _____ L. F. of _____ Wide Streets _____ L. F. of _____ Wide Streets Other: _____ | <p>15075601 1201 E. 8TH ST</p> <p>REC#: 06320370 6/10/2025 1:35 PM OPER: RA TERM: 053 REF#: 6470</p> <p>TRAN: 550.0000 BUSINESS LICENSE 20250478-06/10/25 MATUS, OBED IMPERIO VISTA SUBD 500.00CR</p> <p>TENDERED: 500.00 CHECK APPLIED: 500.00</p> <p>CHANGE: 0.00</p> |
|--|---|

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

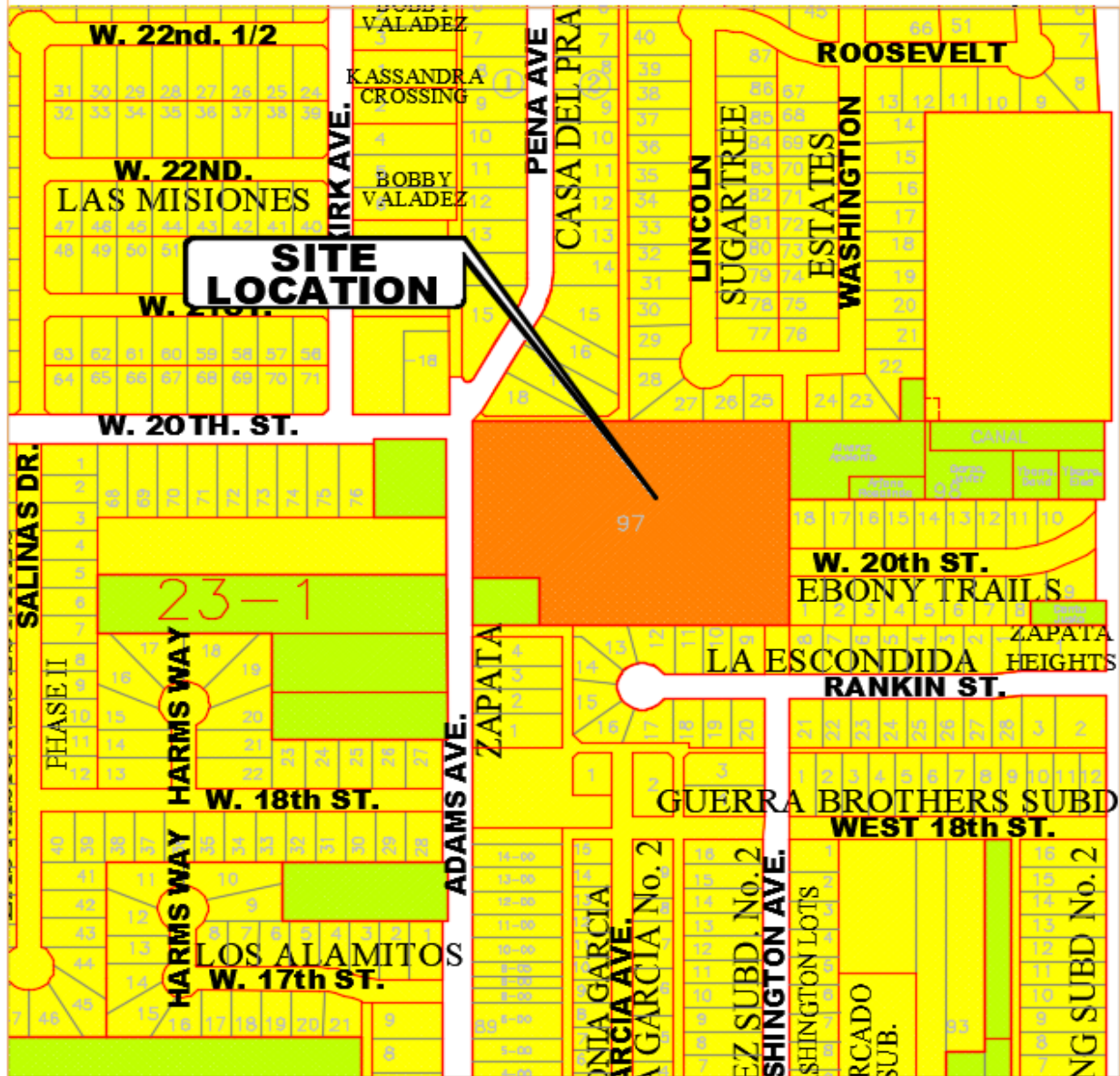
PLAT

[illegible]

AERIAL



ZONING MAP



ZONING LEGEND

| | | |
|----------------------------------|--------------------------------|------------------------------|
| A0-I AGRICULTURAL OPEN INTERIM | R-3 MULTI-FAMILY RESIDENTIAL | C-4 HEAVY COMMERCIAL |
| A0-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



RIO DELTA ENGINEERING

CIVIL ENGINEERING • PROJECT MANAGEMENT • LAND DEVELOPMENT
TEXAS REGISTERED ENGINEERING FIRM F-7628
TEXAS LICENSED SURVEYING FIRM #10194027

DRAINAGE REPORT IMPERIO VISTA SUBDIVISION Mission, Texas

Imperio Vista Subdivision is a proposed 30 lot residential subdivision, located within the City of Mission city limits, same being 5.92 acres tract of land, more or less, out of lot 97, Mission Acres Subdivision, Hidalgo County Texas, Recorded in Volume 6, Pages 14, map records of Hidalgo County, Texas. The lots will be used for the construction of residential single homes. Imperio Vista Subdivision is located at the southeast of W 20th St and Adams St.

The subdivision is in Zone "X", areas determined to be outside 500-year flood-plain. According to the FEMA's Flood Insurance Rate Map Community Panel No.: 480345 0005 C map revised: November 20, 1991.

According to the Soil Survey Report prepared for Hidalgo County by the U.S.D.A. Soil Conservation Service, the site consists of 0.4% of Hidalgo Sandy Clay Loam (28) with 0 to 1% slopes, the soil is well drained and surface runoff is negligible, permeability is moderately high to high and the water capacity is moderate. This soil is classified as Group (B). Additionally, it consist of 99.6% of Hidalgo-Urban land complex (31) with 0 to 1% slopes, the soil is well drained and surface runoff is negligible, permeability is moderately high to high and the water capacity is moderate. This soil is classified as Group (B). Please see the attached tables for the engineering, physical and chemical properties of these soils.

Existing runoff sheet flows overland in a northeasterly direction into a existing City of Mission Type A storm inlet located at 550 feet from the intersection of adams and 20th street, and outfalls to the City of Mission Drain Ditch, which then outfalls north to the Mission Lateral, then East to the Mission-McAllen Lateral drain ditch, and subsequently with final outfall to the Laguna Madre.

Using the Rational Method, we have determined that a 10-yr rainfall event will generate approximately 5.96 CFS of storm runoff. We have also used the Rational Method to determine that the improved site will generate an estimated 30.13 CFS of runoff for a 50-yr rainfall event. The improved site will have an approximate increase of 24.17 CFS of storm runoff for a 50-yr rainfall event.

In accordance with the city's drainage requirements, we have calculated that approximately a total of 30,117 CF or 0.691 AC-FT, will need to be detained for a 50-yr rainfall event. Current runoff will be detained in a designated onsite detention area located at the east side of the site and outfall into the previously mentioned existing City of Mission Type A storm inlet located at 550 feet from the intersection of adams and 20th street, and outfalls to the City of Mission Drain Ditch, which then outfalls north to the Mission Lateral, then East to the Mission-McAllen Lateral drain ditch, and subsequently with final outfall to the Laguna Madre. Tables and calculations are attached.



5/27/25

921 S. 10th Ave. • Edinburg, Texas 78539 • Phone: (956) 380-5152 • Fax: (956) 380-5083



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 20, 2025

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

AGENDA ITEM: Consideration and possible action to approve a variance to not require off-street parking for a development in a property legally described as a 0.27-acre tract out of the North ½ of Lot 5, Block K, Wright Addition Subdivision, located at 1009 Highland Park Avenue. Applicant – Izaguirre Engineering Group, LLC - Cervantes

NATURE OF REQUEST:

Project Timeline:

- August 8, 2025 – Letter with variance request submitted to the City.
- August 20, 2025 – Consideration of the requested variance by the Planning and Zoning Commission.
- August 25, 2025 – Consideration of the requested variance by the City Council.

Summary:

- The request is for a variance not to comply with Chapter 110, Traffic and Vehicles, Division 4 Off-street parking, Sec. 110-461 of the Mission Code of Ordinances, which states:
In all districts there shall be provided at the time any building or structure is erected paved off-street parking spaces and accompanying maneuvering lanes in accordance with the minimum requirements.
- As mentioned in the variance letter there are other nearby examples of projects that have off-street parking for the development's parking.
- The property owner is proposing to continue the same parking situation compared to the property to the south.

STAFF RECOMMENDATION:

Staff recommends approval.

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

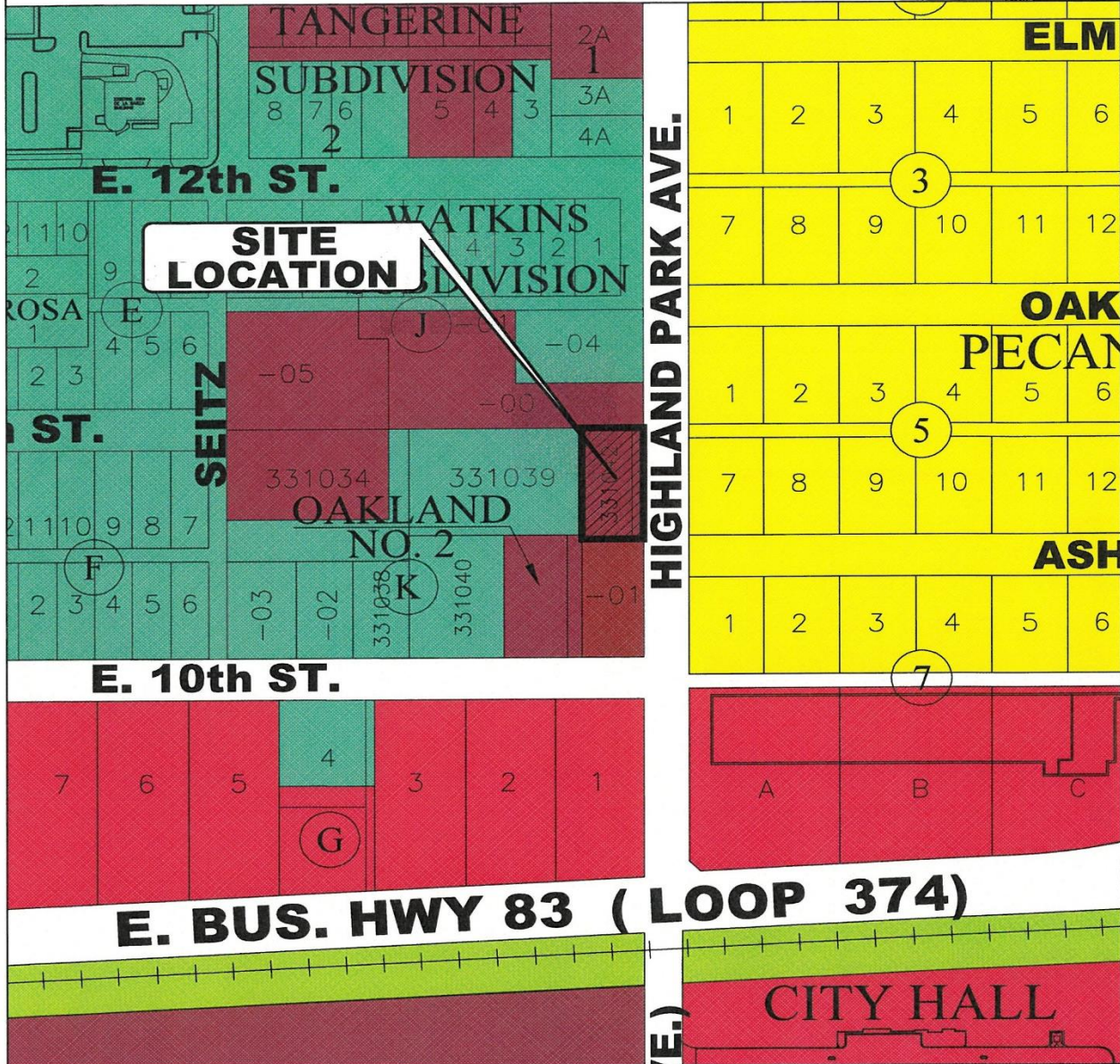
_____ NAYS

_____ DISSENTING _____

AERIAL MAP



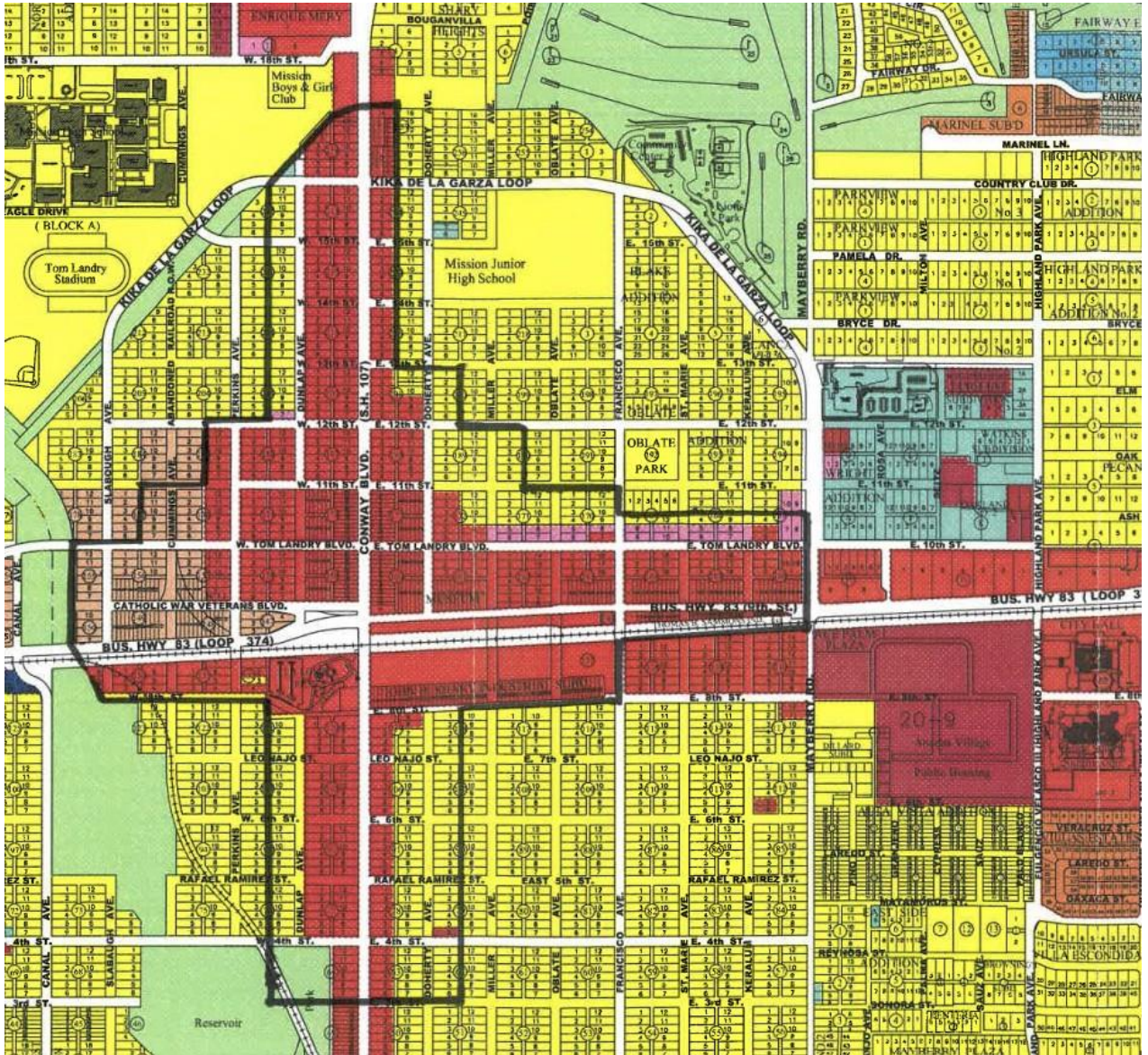
ZONING MAP



ZONING LEGEND

| | | |
|----------------------------------|---------------------------------|------------------------------|
| A0-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 MFCT'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 |

CBD PARKING MAP



VARIANCE LETTER

August 8, 2025

Xavier Cervantes, AICP, CPM
Planning Director
City of Mission
1201 E 8th St, Mission, TX 78572
Mission, TX 78572

RE: Variance Request for Off-Street Parking – 1009 Highland Park Ave, Mission, TX

Dear Mr. Cervantes,

We respectfully submit this variance request for the development of a proposed multi-family apartment complex on a 0.27-acre tract located at 1009 Highland Park Ave, Mission, TX. The property is legally described as a 0.27-acre tract out of WRIGHT ADDITION NW.27AC-N1/2 LOT 5 BLK K Hidalgo County map records.

As part of the proposed site design, we are requesting a variance to allow off-street parking. After evaluating the site and surrounding area, we respectfully present the following points in support of the variance.

1. Historical Use of Off-Street Parking:

The subject tract, along with other nearby lots, has historically been used with off-street parking. Previous developments on this site utilized similar layouts, and this approach aligns with the long-established pattern of development in the surrounding area.

2. Consistency with Surrounding Developments:

Several nearby apartment complexes in the vicinity currently utilize off-street parking. This includes developments such as:

- 1115 Highland Park Ave.
- 1201 Highland Park Ave.
- 1217 Highland Park Ave.

Please see attached exhibit.

3. Site Constraints and Feasibility:

Given the small size and configuration of the lot, accommodating all parking fully on-site while complying with setbacks and landscape requirements poses significant design challenges. Permitting off-street parking within the front area allows for a more efficient and practical site layout.

2121 E GRIFFIN PKWY SUITE 2, MISSION TEXAS 78574

VARIANCE LETTER**4. Public Benefit and Revitalization:**

The proposed apartment development will enhance the appearance of a currently vacant. It will improve the urban streetscape and reflect positively on the city, particularly given its proximity to City Hall.

In summary, we respectfully request that the City of Mission consider this variance to allow off-street parking for the proposed development. The variance will enable the productive and compatible use of the property, contribute to the overall improvement of the area, and maintain consistency with the existing neighborhood pattern.

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 "DI" followed by a stylized flourish.

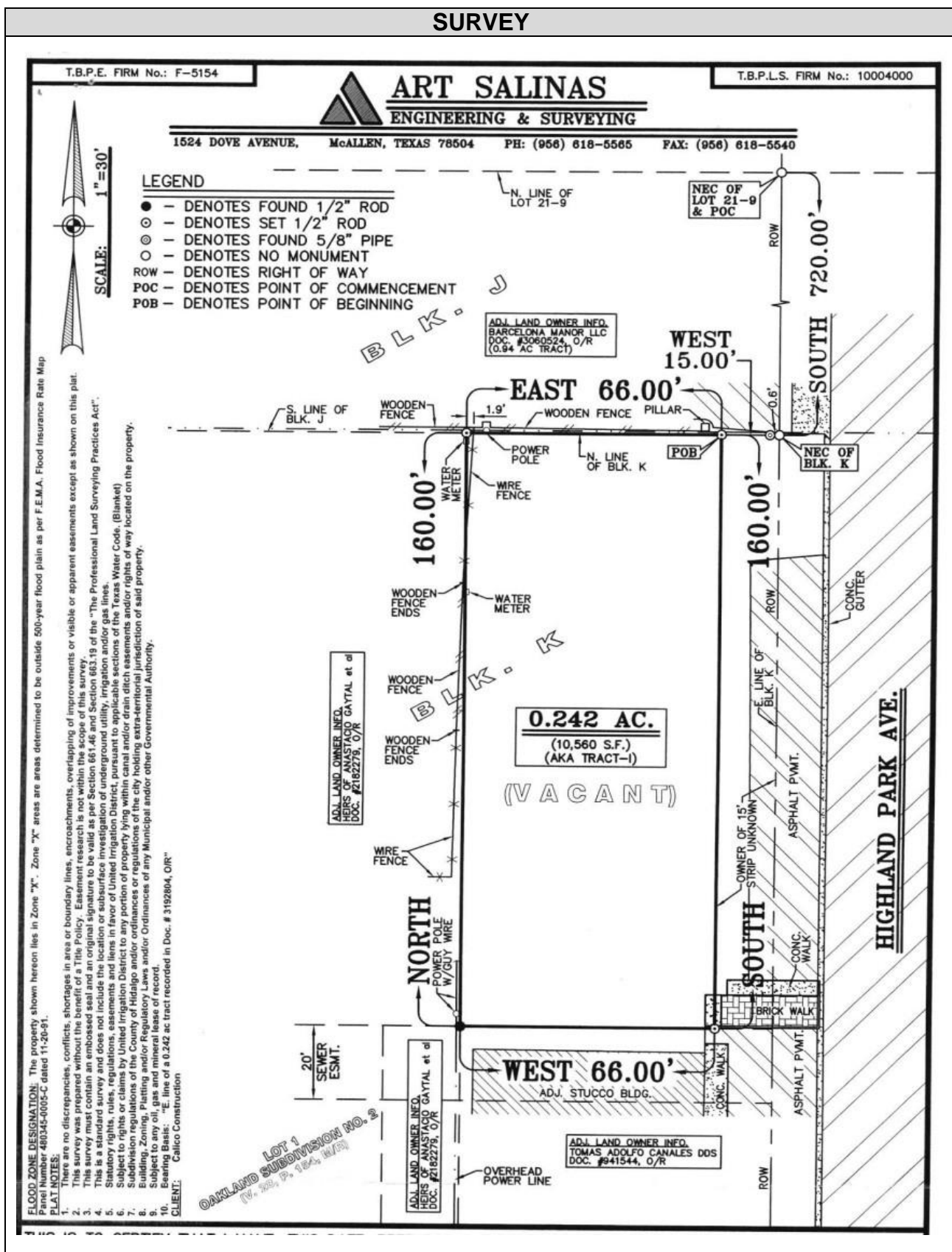
**Diana Izaguirre, President
Izaguirre Engineering Group LLC.**

2121 E GRIFFIN PKWY SUITE 2, MISSION TEXAS 78574

LETTER EXHIBIT



SURVEY





CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: August 20, 2025

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

AGENDA ITEM: Consideration of the adoption of an ordinance amending the code of ordinances Chapter 98 - Subdivisions, Article VI – Fees and Charges, Section 98-272- Inspection fees by Establishing a Process and Per Hour Fee for Subdivision Infrastructure Inspections and for Geotechnical Lab Testing. Applicant: City of Mission - Cervantes

NATURE OF REQUEST:

Project Timeline:

- August 8, 2025 – Ordinance reviewed and approved by the Ordinance Review Committee.
- August 20, 2025 – Ordinance reviewed and approved by the Planning and Zoning Commission
- August 25, 2025 – Consideration of the adoption of the ordinance by the City Council.

Summary:

- House Bill 3492 became state law and became effective on September 1, 2023. Under HB 3492, cities are prohibited from basing fees for applications, reviews, inspections, or related activities for constructing or improving public infrastructure on the cost or value of the project.
- Instead, fees should be based on the city's actual review, processing, and inspection costs.
- Currently, the City of Mission subdivision ordinance requires a 2% of the infrastructure value inspection fee to cover the cost of City employees doing field inspections throughout the construction of the subdivision. In addition, the city charges 5% of the infrastructure value fees for geotechnical testing.
- Instead of the 2% fee covering the cost of city staff conducting field inspections, staff propose charging \$85.00 per hour, per person. A monthly invoice will be sent to the developer during the construction of the subdivision.
- Instead of the 5% fee for geotechnical testing, staff propose obtaining a cost estimate from the geotechnical firm the city has under contract to cover their fees. The developer will be required to pay the estimate during the preconstruction meeting.
- The ordinance review committee met on August 8, 2025. They approved the ordinance with the understanding that the \$85.00 per person per hour fee will be re-evaluated every six months as subdivisions get recorded under the new system.

STAFF RECOMMENDATION:

Staff recommends the adoption of the ordinance.

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY OF MISSION CODE OF ORDINANCES CHAPTER 98-SUBDIVISIONS, ARTICLE VI -FEES AND CHARGES, SECTION 98-272 – INSPECTION FEES BY ESTABLISHING A PROCESS AND PER HOUR FEE FOR SUBDIVISION INFRASTRUCTURE INSPECTIONS AND FOR GEOTECHNICAL LAB TESTING; PROVIDING REPEALER CLAUSE; PROVIDING SEVERABILITY CLAUSE; PROVIDING EFFECTIVE DATE; AND PROVIDING FOR PUBLICATION.

WHEREAS, The City of Mission is a home-rule municipality possessing the full power of local self-governance pursuant to Article XI, Section 5 of the Texas Constitution; and

WHEREAS, Pursuant to the laws of the State of Texas, including Section 51.001 of the Texas Local Government Code, the City Council has the authority to adopt an ordinance that, among other things, is good government peace or order of Mission; and

WHEREAS, the required fee for subdivision inspections needs to be reconsidered in order to be in compliance with House Bill 3492; and

WHEREAS, this ordinance amendment was reviewed and recommended by the Ordinance Review Committee; and

WHEREAS, The Planning and Zoning Commission has reviewed the proposed amendment and has recommended approval; and

WHEREAS, The City Council of the City of Mission finds that it is in the best interest of the citizens of Mission to amend the Code of Ordinances as set forth below:

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, THAT:

SECTION 1: That the City of Mission Code of Ordinances, Chapter 98-Subdivisions, Article VI -Fees and Charges, Section 98-272 – Inspection Fees is hereby amended by adding the language underlined (added) and deleting the language that is stricken to read in full as follows:

- (a) A fee for the inspection of the subdivision improvements shall be paid ~~to the city prior to commencement of the construction of the subdivision improvements so that the city gets a full reimbursement for the expenses associated with conducting such inspections.~~ The fee shall be equal to two percent of the cost of constructing the subdivision improvements. The inspection fee shall be \$85.00 per hour per inspection. If multiple city employees attend an inspection at the same time the fee shall be \$85.00 per hour for each person present during the inspection. Inspections will be invoiced at the minimum 1-hour call and rounded up to the nearest hour. The fees shall be invoiced by Planning Department staff on a monthly basis to the developer or the engineering firm of record.

- (b) For the geotechnical lab testing fees associated with the proper acceptance of public infrastructure the geotechnical firm, under contract with the city, shall provide a cost estimate for their total fees after review of the approved construction plans. The cost estimate provided by the firm shall be paid by the developer in order to obtain a notice to proceed with the infrastructure construction. Any additional testing fees, due to initial failed tests, shall be paid to the firm separately by the developer.

SECTION 2. REPEALER All ordinances or parts of ordinances in conflict ~~herewithin~~ are hereby repealed.

SECTION 3. SEVERABILITY If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and any remaining provision shall continue in effect notwithstanding the invalidity of such section, subsection, clause, phrase or portion.

SECTION 4. EFFECTIVE DATE This ordinance shall take effect immediate upon its passage and publication as required by law.

PASSED, APPROVED, AND ADOPTED THIS ____ day of _____, 2025, at a regular meeting of the City Council Elective Commission of the City of Mission, Texas at which a quorum was present and which was held in accordance with the TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF MISSION

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

Patricia A. Rigney, City Attorney

SUBDIVISION INSPECTIONS FEES SURVEY

SUBDIVISION INSPECTIONS FEES SURVEY* MAY 2025

*The survey does not include fees for lab testing

| CITY | FEE |
|------------------------|---|
| Alamo | 2 percent of the infrastructure value. |
| Alton | No fees. |
| Brownsville | No fees for streets and drainage. For water and sewer they have different utility providers and their fees vary. |
| Donna | |
| Edinburg | 2 percent of the infrastructure value. |
| Harlingen | No fees for street and drainage inspections. For water and sewer Harlingen Waterworks System charges a fee based on a line-item basis per linear foot of water/sewer line, per each fitting, per each hydrant, etc. They calculate the average hourly compensation for each of the inspectors and multiply it by the best assumed amount of time it would take to complete the inspection. They include the FEMA hourly rate for the use of fleet vehicles. They also charge an administrative fee. |
| La Feria | They have a consulting firm (Singer, Winston & Greenwood) as city engineer. The firm's personnel conduct the inspections. The firm comes up with a cost estimate that is paid during the preconstruction meeting. |
| McAllen | 2 percent of the infrastructure value. |
| Mercedes | 3 percent of the infrastructure value. |
| Mission | 2 percent of the infrastructure value. |
| Pharr | 3 percent of the infrastructure value. |
| Rio Grande City | 3 percent of the infrastructure value. |
| San Benito | Main line inspection fee: \$1.00/foot. Service lateral inspection fee: \$10.00/service lateral. Lift station inspection fee: \$750.00. Grinder lift station (2 HP) inspection fee: \$500.00. |

SUBDIVISION INSPECTIONS FEES SURVEY

| | |
|-----------------|---|
| | |
| San Juan | 2 percent of the infrastructure value. |
| Weslaco | The city charges \$85.00 per inspector per hour (rounded up the nearest hour) for each time an inspector(s) visits the subdivision. The developer gets an invoice from the city each month for the previous month's inspections. The city employees that visit a subdivision for inspections must keep a log and submit it to the Engineering Department for invoicing. |