



AGENDA

Pursuant to V.T.C.A. Gov. Code Section 551.001, et. Seq., the Accommodations Review Board of the City of Mission, Texas will hold a Regular Meeting on **Wednesday, January 28, 2026 at 4:45 p.m.** in the **City Hall's Council Chamber, 1201 E. 8th Street** to consider the following matters:

REGULAR MEETING

1. Call to Order and Establish Quorum

APPROVAL OF MINUTES

- 1 Approval of Minutes for ARB meeting - October 22, 2025

PUBLIC HEARINGS

- 2 Public hearing and take action to consider a special accommodation request to allow a 0' front setback instead of the required 20' for an existing carport, being Lot 55, Las Misiones Estates Phase II Subdivision, located at 1717 Salinas Street, as requested by Maria Gloria Sanchez, c/o Diana V. Sanchez – Cervantes

ADJOURNMENT

Signed this the 22nd day of January, 2026

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 22nd day of January, 2026 and will remain posted continuously for at least three business days preceding the scheduled date of said meeting, in compliance with Chapter 551 of the Government Code.

Anna Carrillo, City Secretary

**ACCOMODATIONS REVIEW BOARD
OCTOBER 22, 2025
CITY HALL'S COUNCIL CHAMBERS**

ARB PRESENT

Alberto Salazar
Humberto Garza
Heraclio Flores
Dolly Elizondo
William Ueckert Jr.

ARB ABSENT**STAFF PRESENT**

Susie De Luna
Jessica Munoz
Elisa Zurita

GUESTS PRESENT

Juana Rodriguez

CALL TO ORDER

Chairman Flores called the meeting to order at 5:17 p.m.

ITEM #3

TO CONSIDER A SPECIAL ACCOMMODATION REQUEST TO ALLOW A 0' FRONT SETBACK INSTEAD OF THE REQUIRED 20' FRONT SETBACK FOR A 21'X18'-5" EXISTING CARPORT, LOCATED AT 611 W. 30TH STREET, BEING LOT 73, TABASCO SUBDIVISION AS REQUESTED BY JUANA RODRIGUEZ

Ms. Susie De Luna stated that the request is for a variance not to comply with Section 1.371 (5) (e) of the Mission Code of Ordinances, which states: Minimum depth of front setback: 20 feet. The site is located along the South side of W. 30th Street approximately 190 feet West of Peace Avenue. The applicant is requesting a variance to keep a 21' by 18' 5" carport within the 20' front setback. The Tabsaco Subdivision was recorded on May 14, 2003. The subject property is a regular lot with a depth of 107.50 feet and a width of 60 feet along West 30th Street. The subject lot has a total area of 6,450 square feet. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out 36 legal notices to surrounding property owners. The applicant is requesting a special accommodation request to keep the carport. The applicant has limited mobility and severe health problems with her right leg that makes walking in inclement weather dangerous. The Accommodations Review Board may: Review the application and issue a ruling that grants, grants with conditions, or denies the application upon the request.

STAFF RECOMMENDATION:

Staff recommends approval subject to: 1) Sign a hold harmless agreement stating that the structure will remain perpetually "open and to its footprint" and if the structure is ever removed, the prevailing setbacks shall be complied with thereafter; 2) obtaining a building permit; and 3) If the property is sold in the future, Ms. Rodriguez must disclose to the buyer that the carport structure must be removed prior to the sale.

Chairman Flores asked staff if the applicant provided the proof of the medical condition.

Ms. De Luna stated the applicant is supposed to submit a letter from their medical physician.

Chairman Flores stated the board does have a checklist that the board requires the applicant provided the proof of the medical condition.

Ms. Elizondo asked staff if they received a medical letter.

Ms. De Luna stated the applicant did not submit a medical letter.

Mr. Salazar asked if the applicant had a deadline to submit the letter.

Ms. De Luna stated the deadline was when the applicant applied for the Special accommodation board they were supposed to also submit a medical letter.

Ms. Elizondo asked if the applicant is present.

Mr. Rodriguez was present at the meeting for his mother Ms. Rodriguez. He stated she didn't submit anything but she did receive a doctor's note and disability approval.

Staff look over the medical letter and approved of the medical letter.

There being no discussion. Chairman Flores entertained a motion. Ms. Elizondo moved to approve the special accommodations request as per staff recommendation. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously.

4 ADJOURNMENT

There being no further business, Chairman Flores entertained a motion. Ms. Elizondo moved to adjourn meeting. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously at 5:17 p.m.

Heraclio Flores, Chairman
Accommodations Review Board



AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 28, 2026

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

AGENDA ITEM: Public hearing and take action to consider a special accommodation request to allow a 0' front setback instead of the required 20' for an existing carport, being Lot 55, Las Misiones Estates Phase II Subdivision, located at 1717 Salinas Street, as requested by Maria Gloria Sanchez, c/o Diana V. Sanchez – Cervantes

NATURE OF REQUEST:

Project Timeline:

- November 14, 2025 – Application for Accommodations Review Board submitted to the City.
- January 15, 2026 – In accordance with State and local law, notice of the required public hearings was mailed to the property owner of the subject tract.
- January 28, 2026 – Public hearing and consideration of the requested special accommodation by the Accommodations Review Board.

Summary:

- The request is for a variance not to comply with Section 1.371 – R-1 (Single Family Residential District), which states:
 - Minimum Front Setback: 20 feet
 - Minimum Side Setback: 6 feet
 - Minimum Rear Setback: 10 feet
 - Where a building setback has been established by plat or ordinance and such setback requires a greater or lesser front yard setback than is prescribed by this article for the district in which the building is located, the required front yard setback shall comply with the building line so established by such plat or ordinance.
- The site is located along the west of Salinas Drive at the intersection with 18th Street.
- The applicant is seeking the Board's consideration to keep a 20' x 20' carport within the 20' front setback. The carport was constructed without obtaining a building permit.
- The carport was constructed to help keep her mother and vehicle safe during inclement weather. Mrs. Gloria Sanchez is a 77-year old lady who suffers from the following conditions: osteopenia, hypertension, hypothyroidism, hyperlipidemia, osteoporosis, among others. Over the past 10 years, she has suffered several falls that have led to bone fractures and surgeries.
- Las Misiones Estates Phase II Subdivision was recorded on January 28, 1999. The lot measures 60' in width by 113' in depth for a total of 6,780 square feet.
- The lots to the north, south, east, and west are developed as single-family residential.
- Staff notes that the Code Enforcement Department has an ongoing case in this property for construction without a permit.
- The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed a notice to the property owner.
- No variances have been processed in this subdivision.
- There is a 5' utility easement along the front of the property.

- The Zoning Board of Adjustments considered this variance request on October 22, 2025, and denied the request.
- Since then, staff has been made aware there is a medical condition and offered consideration through the Accommodations Review Board.
- The Accommodation Review Board may review the application and issue a ruling that grants the variance, grants the variance with conditions, or denies the application. If the application is approved, it is only for the person with the medical condition. Once the need is no longer there, the carport would need to be removed.

STAFF RECOMMENDATION:

Staff recommends approval subject to: 1) Sign a hold harmless agreement stating that the structure will remain perpetually “open and to its footprint” and if the structure is ever removed or the need is no longer there, the prevailing setbacks shall be complied with thereafter, 2) obtaining a building permit and assessing a double permit fee, 3) if the property is sold in the future, the applicant must disclose to the buyer that the carport structure must be removed prior to the sale.

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) 580-8580

No.

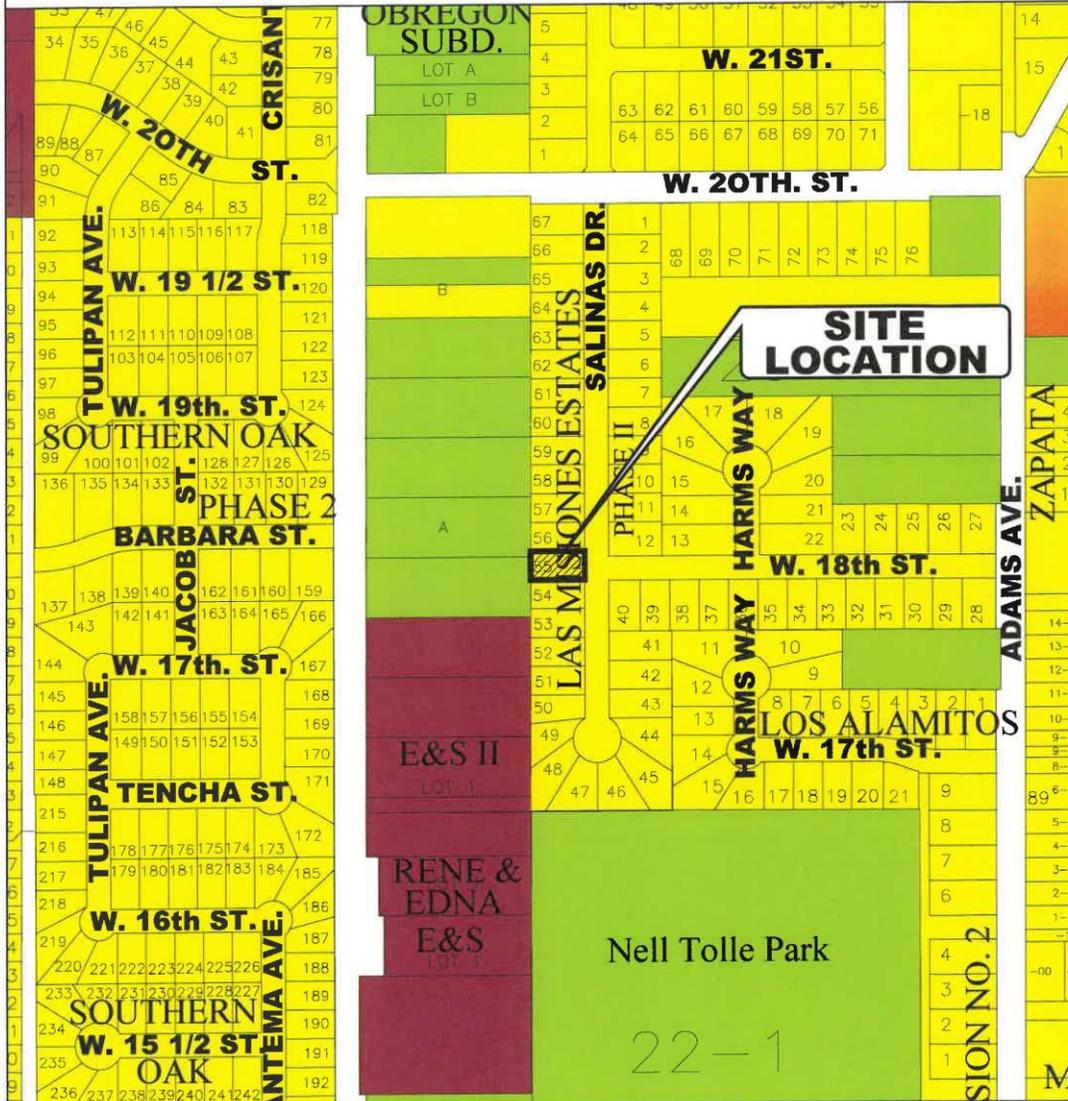
ARIEL MAP



ATTACHMENTS



ZONING MAP



ZONING LEGEND

	A-0-I AGRICULTURAL OPEN INTERIM		R-3 MULTI-FAMILY RESIDENTIAL		C-4 HEAVY COMMERCIAL
	A-0-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 (PICTURES)



ATTACHMENTS

PUBLIC CARD WITH SKETCH 2025-1-0										Valuation Method: cost-bcost																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	
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CITY OF
MISSION

*Norie Gonzalez Garza, Mayor
Ruben Plata, Mayor Pro-Tem
Jessica Ortega, Councilwoman
Marissa Ortega Gerlach, Councilwoman
Alberto Vela, Councilman
Andy Garcia, Co-Interim City Manager
Juan Pablo Terrazas, P.E., Co-Interim City Manager*

October 23, 2025

Ms. Diana V. Sanchez
1717 Salinas Street
Mission, Texas 78572-7339

Dear Ms. Sanchez:

The Zoning Board of Adjustments convened on October 22, 2025 in order to consider a variance request to allow a 0' front setback instead of the required 20' for an existing carport at 1717 Salinas Street, being Lot 55, Las Misiones Estates Phase II Subdivision. Please be advised that the Zoning Board of Adjustments voted to deny the variance request as presented. The carport must be removed or modified to comply with the required setbacks within 45 days.

If you have any questions, please feel free to call me at your convenience at (956) 580-8672.

Respectfully,

Xavier Cervantes
Xavier Cervantes, AICP, CPM
Director of Planning

CC.: ZBA File
Las Misiones Estates Phase II Subdivision

ATTACHMENTS

Diana V. Sanchez
1717 Salinas Dr
Mission, TX 78572
(956) 780-1762
joyfuldvs@gmail.com

November 07, 2025

City of Mission Appeals Board or Director
1201 E 8th Street
Mission, TX 78572

Subject: Appeal of Variance Denial for Carport at 1717 Salinas Dr, Mission, TX 78572

To whom it may concern,

I am writing to formally appeal the variance denial for a carport at 1717 Salinas Dr, Mission, TX 78572, which was dated October 23, 2025. The reason provided for the denial was "The proposed structure did not meet the required setback of 20 feet from the front property line".

I am requesting that the City of Mission Board of Appeals/Director reconsider this decision based on the following grounds:

1. The denial of the variance was based on the setback requirements, but a strict interpretation of this rule creates an undue hardship for me and my mother, Maria Gloria Sanchez, as residents. The proposed placement is the only feasible option to address this issue.

- **Personal need or Hardship:** As I stated at the Zoning Adjustment Board meeting held on October 22, 2025, my mother lives with me. She is 77 years old. The carport was built for her benefit. The carport is essential for protecting my mother's vehicle. It prevents her car from overheating and keeps her safe when she uses her car to go to her doctor's appointments. Without the carport, her car has to be parked on the sidewalk since it's the only place that offers shade, forcing her to walk more than 30 feet round trip, causing her pain and discomfort in her knee and ankle. The carport helps maintain a tolerable temperature inside the car, since parking in direct sunlight can lead to dangerous temperatures. In South Texas, a car's interior could exceed 130 degrees Fahrenheit.
- My mother's primary care physician is Dr. Brenda Salinas. NPI 1861436263, 201 S Shary Rd, Suite 100, Mission, TX, (956) 583-0300. Her diagnoses include osteopenia, hypertension, hypothyroidism, hyperlipidemia, osteoporosis, overactive bladder, dysuria, recurrent (chronic) UTI, cystitis, urinary incontinence, leukocytosis, and hyperlipidemia.
- Over the past ten years, my mother has suffered several falls, all of which resulted in bone fractures that required medical attention, including three surgeries, physical and occupational therapy, and a 21-day stay in a rehabilitation facility.

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Medical Records for my mother, Maria Gloria Sanchez, ranging from 11/07/2015 through 02/27/2025 from STHS – McAllen Medical Center, Primary Care Provider Brenda Salinas, M.D. and Guillermo Lazo, M.D. Hematology and Medical Oncology:

1. **02/27/2025:** Outpatient: BD DXA Study: T-score puts the patient in the WHO classification of osteopenia and mild increased risk for compression fractures.
2. **07/19/2024:** STHS ER Visit due to a fall at home. Diagnosis: Closed nondisplaced fracture of right ankle. Follow up with Dr. Ross Chapel, ORT, Michael Farris, NP Acute Care, McAllen Comp Upper Extremity, 3330 N McColl Rd, McAllen, TX 78501, (956) 992-0404 (Initial visit: 07/22/2024, Discharge date: 10/02/2024) and Dr. Brenda Salinas.
3. **06/18/2023:** STHS ER Visit due to motor vehicle collision: Impression and Plan: Neck sprain, Closed head injury without loss of consciousness, medical chest wall contusion, Abdominal wall contusion. Follow up with Dr. Brenda Salinas.
4. **03/28/2023:** STHS ER Visit due to UTI. Follow up with Dr. Brenda Salinas.
5. **06/08/2019:** STHS ER Visit due to Dizziness, vertigo, generalized weakness, dehydration, UTI, heat exhaustion. Follow up with Dr. Brenda Salinas.
6. **06/07/2018:** Outpatient: Procedure: XR Wrist Complete Bilateral and XR Ankle Complete Right.
7. **03/01/2018:** Outpatient: Procedure: XR Wrist Complete Right. Impression: Chronic right distal radial and ulnar fracture deformities are again evident, with degenerative findings of the right wrist apparent.
8. **01/18/2018:** Outpatient: Procedure: XR Wrist Complete Right: Impression: *Fractures of distal radius and ulna styloid.*
9. **12/28/2017:** Outpatient: Procedure: XR Wrist Complete Right. Impression: Fractures of the right distal radius and right distal ulna are stable since the previous 12/19/2017 study.
10. **12/19/2017:** Outpatient: Procedure: XR Wrist Complete Right. Impression: Stable position of the uniting fracture fragments of the distal right radius and ulnar styloid process.
11. **12/12/2017:** Outpatient: Procedure: XR Wrist Complete Right. Impression: Stable alignment and position of fracture fragments of the distal right radius and ulna status post casting.
12. **12/06/2017:** STHS ER Visit due to a fall at home. Impression and Plan: Closed displaced comminuted fracture of right ulna, Closed displaced comminuted fracture of right radius. Follow up with Frank Gerold, ORT. Four weeks of

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Occupational Therapy at Certified Hand Therapy (Dorinda Rodriguez, OT, 5119 S McColl Rd, Edinburg, TX 78539).

- 13. **04/28/2017:** Surgical Procedures: ORIF to left radius/Removal Hardware Extremity Upper/Removal Hardware Left Distal Radius.
- 14. **03/30/2017:** Outpatient: Procedure: CT Wrist w/o Contrast Left and XR Wrist Complete Left.
- 15. **03/09/2017:** Outpatient Procedure: XR Wrist Complete Left and XR Ankle Complete Right.
- 16. **01/20/2017:** Surgical Procedure: ORIF Radius and Ulna/Open reduction internal fixation left distal radius: closed reduction with splint to right ankle. Hospital Discharge: 01/24/2017

Followed by a 21-day stay (01/24/2017 – 02/13/2017) at Mission Nursing & Rehabilitation Center located at 1013 S Bryan Rd., Mission, TX 78572, (956) 580-1200.
- 17. **01/17/2017:** MMC-STHS Inpatient Admission due to a fall at home while watering plants. Severely comminuted intra-articular distal radius fracture (left wrist) and right distal tibia nondisplaced fracture (right ankle).
- 18. **11/10/2015:** Surgical Procedure: ORIF Patella. Hospital Discharge: 11/12/2015.
- 19. **11/07/2015:** MMC-STHS Inpatient Admission due to a fall at home. Assessment/Plan Diagnoses: Closed comminuted fracture of right patella, Mechanical Fall, Bening essential HTN.

- **Comparable Precedent:** Similar carport structures have been approved in the area. I have observed that several other properties in the immediate neighborhood have carports of a similar size and design. The carport at {**1804 Salinas Dr, Mission, TX, 2103 Salinas Dr, Mission, TX, 2105 Salinas Drive, Mission, TX, 1721 W. 18th St, Mission, TX**}, for example, has an identical footprint and is located within a comparable distance to the property line. The approval of this appeal would be consistent with prior decisions.
- **Benefit to the Property and Neighborhood:** The carport will benefit my mother by providing her with a functional and aesthetically pleasing covered parking solution, and will not negatively impact the views, property values or public safety of my neighbors, which is in line with the City of Mission’s beautification initiative.
- **It’s beyond my financial capabilities:** The installation of the carport on August 5, 2025 cost us \$2,250. We do not have the financial means to remove or modify it to comply with the required setbacks within 45 days.
- **It was not done with negative intentions:** I didn’t know that a permit was required to install the carport. My neighbor installed a carport at his house {**1721 W 18th St, Mission, TX**}, so I went over to ask him if he had obtained a permit to install it. He told

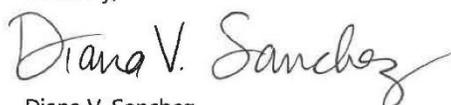
ATTACHMENTS

me he didn't need one. I asked the staff at Dark Monkey Metal Erectors, {Owner: Gerardo Silva (956) 867-0984 and Installer: Salvador (956) 874-1868} if we needed a permit, and they assured me we didn't. They told me, "We have installed carports in every city in the RGV and have never needed a permit."

I have attached all relevant documents, including photographs, and a copy of the denial letter, for your review. I am available to meet with the Appeals Board/Director or provide further information as needed. I can be reached at (956) 780-1762 or joyfuldvs@gmail.com.

Thank you for your time and reconsideration of my appeal.

Sincerely,



Diana V. Sanchez

ATTACHMENTS



CITY OF MISSION

Irasema L..., Code Enforcement Supervisor
Arturo Letma, Senior Code Enforcement Officer
Nancy Chavira, Code Enforcement Officer
Joseph Flores, Code Enforcement Officer
Angel Garcia Jr., Code Enforcement Officer
Yvette Villarreal, Code Enforcement Clerk

August 13, 2025

Case# 25-08-G-013

Diana V. Sanchez
1717 Salinas St.
Mission, TX 78572-7339

Dear Property Owner/Occupant:

A visual exterior inspection was conducted of a property located 1717 Salinas Dr. Mission, TX, bearing a legal description of Las Misiones Estates Ph 2 Lot 55, which according to the real property records of Hidalgo County, you own. After conducting the inspection, it is noted that the construction taking place on the property without first obtaining the required permits. This is a violation of City of Mission Code of Ordinance; Chapter 18 – Buildings and Building Regulations.

Under the provisions of City of Mission Code of Ordinance; Chapter 18 – Building and Building Regulations – Section 18-32 – Residential Code adopted; 2021 International Residential Code (IRC). Section 105 Permits; R105.1 Required. Any owner or owner’s authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert, or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be performed, shall first make application to the building official and obtain the required permit. Since a permit was not acquired, a double permit fee will be assessed pending approval of the building permit application by the Planning and Inspection Department.

You have (10) calendar days from date of notice to make contact with the Code Enforcement Department at (956) 580-8697 to discuss the options available to comply. If you fail to make contact within the timeframe provided herein then other enforcement measures may be taken, including but not limited to, the assessment of fines and court costs.

As a property owner, you may file an application for a variance with the Zoning Board of Adjustments. We thank you for your understanding and prompt attention to this matter.

Respectfully,

Angel Garcia Jr.
Code Enforcement Officer

117 E Tom Landry St. | Mission, Texas 78572 | (956)580-8697 | codeenforce@missiontexas.us