



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, September 2, 2026 at 5:30 p.m.** in the **City Hall's Council Chamber, 1201 E. 8th Street** at this meeting, the Board may deliberate, conduct public hearings, receive public comments and evidence, consider appeals, variances, special exceptions, interpretations, requests, applications, and any other matters within the jurisdiction of the Planning and Zoning, and may take action on any subject listed on this agenda. The Chairperson may change the order of items listed below for the convenience of the meeting.

REGULAR MEETING

1. Call to Order and Establish Quorum
2. Disclosure of Conflict of Interest
3. Citizens Participation for items listed on the agenda

APPROVAL OF MINUTES

- 1 Approval of Minutes for P&Z Meeting - August 5, 2026

PUBLIC HEARINGS

ZONING ORDINANCE AMEDEMMENT

2 Conduct a public hearing and consideration of the adoption of an ordinance amending the code of ordinances Appendix A - Zoning, Article IV, Section 1.17, Powers of Board of Adjustment, to authorize the Zoning Board of Adjustment to hear and decide Special Exceptions expressly authorized by Appendix A; Amending Article XIII, Exceptions and Modifications, Section 1.59, General, by adding a Special Exception authorizing a carport accessory to an existing single-family or two-family residence to encroach into the required front setback; Establishing standards, procedures and conditions for such Special Exceptions. Applicant: City of Mission - Cervantes

3 Conduct a public hearing and consideration of the adoption of an ordinance amending the code of ordinances Appendix A - Zoning, Article VIII – Use Districts and Conditional Uses, Section 1.42. – C-2 (Neighborhood Commercial District), Subsection (3) Conditional Uses; Section 1.43. C-3 (General Business District), Subsection (3) Conditional Uses; and Section 1.44. C-4 (Heavy Commercial District), by removing Portable Buildings as a Conditional Use. Applicant: City of Mission - Cervantes

VARIANCE REQUEST

4 Consideration and possible action on matters related to the approval of a variance to allow the construction of a 100-foot in height pylon sign for the Circle K gas station, being Lot 1, El Milagro Commercial Phase 1 Subdivision, located at 1601 E. Military Road (F.M. 1016). Applicant – Laura Davalos (Alamo Sign Solutions) - Cervantes

Notice Regarding Executive Session: The City of Mission Planning and Zoning may convene in a closed meeting, also known as Executive Session, at any time during the course

of this meeting for any posted item, as authorized by the Texas Open Meetings Act, Tex. Gov't Code Chapter 551, including, but not limited to, Tex. Gov't Code §§ 551.071, 551.072, 551.073, 551.074, 551.076, 551.087, 551.089, and Tex. Gov't Code §§ 418.175–.182, as applicable. Any final action, decision, or vote on a matter deliberated in Executive Session will be made only in open session in accordance with law.

ADJOURNMENT

Signed this the 27 day of August, 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 27 day of August, 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

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 **2nd day of September, 2026** the Planning and Zoning Commission of the City of Mission will hold a regular meeting at 5:30 p.m. at 1201 E. 8th Street, Mission, Texas to consider the following matters. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice.

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

Texas Government Code Section:

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

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

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

On this the **27th day of August, 2026** 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 on said date 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

**PLANNING AND ZONING COMMISSION
AUGUST 5, 2026
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

David Villarreal
Irene Thompson
Connie Garza
Diana Izaguirre
Kevin Sanchez
Steven Alaniz

P&Z ABSENT

Raquel Austin

STAFF PRESENT

Gabriel Ramirez
Susie De Luna
Xavier Cervantes
Alex Hernandez
Elisa Zurita
Jessica Munoz

GUEST PRESENT

Grecia Ramirez
Jose Ramirez
Jorge J. Escobar Jr.
Nicolas Camacho
Oscar Alejandro
Kathryn Resendez
Keith Mora
Sergio Salinas
Sonia Salinas
Rafael Mendez

CALL TO ORDER

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

DISCLOSURE OF CONFLICT OF INTEREST

There was none.

CITIZENS PARTICIPATION

There was none.

APPROVAL OF MINUTES FOR JULY 15, 2026

Chairwoman Izaguirre asked if there were any corrections to the minutes for July 15, 2026. Ms. Thompson moved to approve the minutes as presented. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:30 p.m.

Ended: 5:31 p.m.

Item #2

Discussion and possible action on matters related to a Plat Approval Subject to Conditions for the proposed Griffin Gardens Subdivision located along the South side of Griffin Parkway approximately 140 feet East of N. Holland Avenue, being a tract of land containing 10.399 acres out of Lot 24-5, West Addition to Sharyland Subdivision, Developer: 3BU Family Limited Partnership, Engineer: Melden & Hunt, Inc.

Mr. Ramirez stated the Subdivision is located along the South side of Griffin Parkway approximately 140 feet East of N. Holland Avenue. The proposed land uses for this subdivision are consistent with the surrounding areas of commercial and residential. Griffin Gardens Subdivision proposes the North lots 1-3 for commercial use and the South lots 1-30 to be used for townhomes with 2 detention areas. The average proposed townhouse lot will measure 40 feet in width by 110 feet in depth, 12 lots will be considered irregular, all being consistent with the proposed new lot size minimums for an R-1T Townhouse residential zone. The site will have frontage to W. Griffin Parkway. The internal public streets are 32 feet back-to-back, within 50 feet right-of-way. This subdivision is only accessible from W. Griffin Parkway. Water and sanitary sewer will be serviced by the City of Mission. The generated

storm runoff shall be collected and conveyed by an onsite storm drainage system, consisting of curb inlets, storm drain lines, outfling to a proposed onsite detention pond. The said ponds will be discharged via two 8-inch bleeder lines into two separate existing TxDOT inlets located on the South side of Griffin Parkway permit # 660130. The Capital Sewer Recovery Fees (\$200xlot for residential) (\$750xacre for commercial), Park Fees (\$675xlot), and Conveyance or Payment of Water Rights (\$3000xacre) will be imposed. Water District Exclusions and all other format findings will be complied with prior to plat recording. All items on the subdivision checklist will be addressed prior to recording 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, Water District Exclusions, and approval of the infrastructure from the different City departments as per the approved construction plans.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the request for Plat Approval subject to conditions. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:31 p.m.

Ended: 5:32 p.m.

Item #3

Discussion and possible action on matters related to a Replat Approval Subject to Conditions for the proposed Ulloa Subdivision being the resubdivision of Lot 1, Eladar Subdivision, located along the East side of Inspiration Road approximately 500 feet North of U.S. Expressway 83 (IH2), Developer: Jose P. Ulloa and Maria Celia Ulloa, Engineer: Salinas Engineering & Assoc. – Cervantes

Mr. Ramirez stated that the site is located along the East side of Inspiration Road approximately 500 feet North of Expressway 83 (IH2). The land use of single-family residential lots will remain the same for this project. This replat will consist of 7 new lots with an average proposed lot size of 65.25 feet in width by 95.79 feet in depth. Lots 1-4 will have frontage to Inspiration Road and Lots 5-7 will have frontage to Jay Street, both being public streets. Water and sanitary sewer will be serviced by the City of Mission and the drainage report has been reviewed and approved by the City's Engineering department. The Capital Sewer Recovery Fees (\$200xlot for residential) and Park Fees (\$675xlot) will be imposed. All items on the subdivision checklist will be addressed prior to recording the plat. Staff recommend approval of the Replat of Ulloa Subdivision subject to conditions: Payment of Capital Sewer Recovery Fees, Payment of Park Fees, and approval of the infrastructure from the different City departments as per the approved construction plans.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the request for Plat Approval subject to conditions. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:32 p.m.

Ended: 5:51 p.m.

Item #4

Being Lot 6, Block 81,

**Original Townsite of Mission Subdivision,
located at 400 Oblate Avenue
R-1 to R-2
Nicolas Camacho & Oscar Alejandro**

Mr. Cervantes stated the applicant is requesting to rezone the subject property from Single-family Residential District ("R-1") to Duplex-fourplex Residential District ("R-2") to develop a duplex apartment complex at the site. The property is located at the Northeast corner of E. 4th Street and Oblate Avenue. The lot of record has 7,500 square feet in area and measures 50 feet along Oblate Avenue and 150 feet along E. 4th Street. The surrounding zoning is Single-family Residential (R-1) District to the North, East and West and Public (P) District to the South. The surrounding land uses include single-family homes to the North, East, and West. The Roosevelt Alternative School is located across the street to the South. There is an unpaved alley along the East side of the property. The subject property is vacant. There was comprehensive rezoning for this neighborhood in the year 2006. The City Council's vision at the time was to only allow single-family homes for future construction. As a result of the downzoning, there are several small apartment complexes in the neighborhood that are considered legal nonconforming uses. A map depicting these complexes is included in the meeting packet. The Future Land Use Map shows the property designated for low-density residential uses. The requested rezoning is not in line with the comprehensive plan. Notices were mailed to 19 surrounding property owners. Planning staff has received one phone call in opposition to the rezoning. Staff recommends denial of the rezoning request. The requested rezoning is not in line with the comprehensive plan.

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

Ms. Sonia Salinas, a resident of 403 Oblate Avenue living directly across the street from the site, formally opposes the proposed zoning change from residential to commercial for a multi-family development. While Ms. Salinas does not object to the construction of a single-family home, she strongly objects to a duplex or fourplex structure. She highlights that the neighborhood consists of long-standing family homes and urges the preservation of this established character. Furthermore, Ms. Salinas asks the board to consider the permanent nature of a commercial zoning designation, warning that it could set a dangerous precedent for future commercial encroachment. She notes that her own investment in the neighborhood was driven by family ties, as her mother lives just two blocks away. She argues that the transition to multi-family or commercial use would bring a disruptive influx of vehicles, people, parking demands, lighting, noise, deliveries, and traffic congestion. Ultimately, she emphasizes that the area is not merely lines on a zoning map, but a vibrant community of families whose privacy and daily lives would be negatively impacted, and she respectfully requests that the board deny the zoning application.

Mr. Jorge Escobar Jr., a resident of 419 Oblate Avenue, grew up in the area and formally opposes the proposed zoning change. He requests that the property retain its single-family residential designation to preserve the long-standing character of the neighborhood. Mr. Escobar notes that the area already experiences significant nighttime traffic and suspicious activity, particularly near Francisco and Rafael Ramirez streets, where individuals loiter late at night without effective law

enforcement intervention. He expressed concern that introducing multi-family housing, such as a duplex or fourplex, will exacerbate these safety issues and attract further unwanted activity to an area where children live. He firmly believes the neighborhood should remain exclusively dedicated to single-family homes, as desired by the local residents, and suggests that multi-family developments be relocated to existing apartment zones.

Mr. Nicolás Camacho, a property owner who currently resides in McAllen, Texas, explained that he and his partner have been searching for a lot for quite some time to build a nice, quiet place to live. After driving by this specific corner lot, they were drawn to it because of the surrounding family homes. Mr. Camacho emphasizes that their primary intention is to reside on the property themselves rather than developing it strictly to sell or rent out both units. While the adjoining second unit of the duplex represents a minor investment, they plan to carefully choose who lives next to them. Furthermore, Mr. Camacho notes that as middle-aged men, they are seeking a peaceful lifestyle and will not bring chaos or parties to the neighborhood. Having frequented the area throughout the year, they appreciate the community and aim to beautify the specific lot by building from the ground up. He believes their development will bring positive value to the area and respectfully requests approval for the project.

Mr. Javier Flores, a resident of 318 Miller Avenue, formally opposes the zoning change and requests that the property remain designated for single-family housing. Having been born and raised in the area, and having personally owned the lot in question for over 25 years, Mr. Flores possesses a deep historical connection to the neighborhood. He notes that the area is part of the original townsite with a 100-year history where his parents were early residents, and he expresses concern over a visible decline in the neighborhood over time. Drawing from his 30-year career with Homeland Security, Mr. Flores emphasizes the importance of community stability. While acknowledging that not all multi-family property investors neglect their responsibilities, his daily observations indicate that primary homeowners who reside on their properties demonstrate a higher level of care and long-term commitment to the neighborhood. Consequently, he strongly advocates for maintaining the single-family zoning to preserve the integrity of the historic community.

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

Chairwoman Izaguirre asked if the board had any questions.

Chairwoman Izaguirre questioned the timeline and circumstances regarding the approval of existing apartment complexes located immediately adjacent to the property. She pointed out that there is already one multi-family development located just two lots away from the specified location, as well as another apartment building situated on the left-hand side of the area.

Mr. Cervantes indicated that the apartment complexes in question were likely constructed prior to the year 2006.

Chairwoman Izaguirre observed that the apartment complexes appear to be newer in construction compared to the surrounding buildings in the area.

Ms. Thompson suggested that the newer appearance of the apartment complexes could be attributed to a recent roof replacement, particularly if the structures themselves are significantly older.

Mr. Sanchez questioned whether the city or the current owners held possession of those properties prior to 2006.

Mr. Cervantes confirmed that, based on his conversations with neighborhood residents and his own observations, all of those apartment buildings appear to be old.

The board discussed the construction timeline of the apartments.

Chairwoman Izaguirre stated that the apartment was built in 1997 and purchased in 2012.

Ms. Thompson asked if staff could return to the vicinity map showing all multifamily developments, inquiring if the property labeled as number 1 was already constructed.

Chairwoman Izaguirre clarified that the property incorrectly labeled as number 2 was the one built in 1997.

Mr. Sanchez added that this occurred before 11th Street and Francisco Street.

Chairwoman Izaguirre asked for confirmation on whether the properties were purchased in 2012.

Ms. Garza sought confirmation that the properties were built in 1997.

Chairwoman Izaguirre confirmed that they were built in 1997.

Ms. Thompson noted that the appraisal district records show active construction.

Ms. Garza recalled that when the Council acted regarding the apartments, their primary intent was to establish regulatory control and prevent unregulated apartment developments throughout the city.

Ms. Thompson asked for clarification on whether the property labeled as number 2 was the one built in 1997.

Chairwoman Izaguirre also inquired about the property located on the left-hand side.

Ms. Thompson inquired about the location of the apartment complex.

Mr. Sanchez stated that the location was 416 Oblate Avenue

Chairwoman Izaguirre noted that there has been no construction in that area on Francisco Street. She asked if there had been any construction for apartments or for any other types of developments.

Mr. Cervantes stated that it used to be owned by the owner, adding that it is an older neighborhood that is mostly fully developed.

Chairwoman Izaguirre asked if the recommendation for denial was based solely on what had been approved in 2006.

Mr. Cervantes stated that the recommendation was based on the vision of the City Council from 2006, as well as the guidelines established in the city's comprehensive plan.

Ms. Thompson noted that the property on lot 2, block 81, was constructed in 1990, although older improvements on the site date back to 1979. She added that the effective build date is listed as 1990, with a potential apartment addition built in 2020.

Chairwoman Izaguirre asked if duplexes were considered single-family residential properties.

Mr. Cervantes stated that duplexes are not considered single-family, clarifying that they require R2 zoning, which allows for a duplex, a triplex, or a fourplex.

Ms. Thompson stated that she understood the concept of wanting to maintain single-family neighborhoods, but she did not see the area undergoing significant revitalization yet. She noted that while people in certain parts of the county are revitalizing older homes in sporadic locations, it is not happening extensively in this area. She added that there is a hodgepodge of multifamily developments scattered throughout, and she questioned what would happen if one of those existing multifamily structures burned to the ground.

Mr. Cervantes clarified that any such property would have to be replaced with a single-family home. He explained that there are currently existing structures that do not comply with the current ordinance, adding that if any of the properties highlighted in yellow were to burn to the ground, only a single-family residence would be permitted in order to comply with the new regulations.

Ms. Thompson noted that the property owners could feasibly apply for rezoning back to whatever classification the property held previously.

Mr. Cervantes confirmed that property owners would be able to apply for that rezoning.

Ms. Thompson inquired about the specific damage threshold, asking if a standard existed, such as 40% damage, to determine what regulations would apply.

The staff answered that the damage threshold is 50%.

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

Started: 5:51 p.m.

Ended: 5:51 p.m.

Item #5

Conditional Use Permit:

**An Event Center – Charmed Event Venue
Being Lot 19, Sparks & Townsend Plaza,
Located at 2704 E. Griffin Parkway, Suite A1
(C-3)
Kathryn Resendez**

Mr. Cervantes stated the subject site is located along the South side of E. Griffin Parkway (F.M. 495) approximately 450 feet West of Taylor Road. Pursuant to Section 1.43 (3)(F) of the City of Mission Code of Ordinances, an Event Center requires the approval of a conditional use permit by the City Council. The applicant is leasing a suite for an Event Center that will be named “Charmed Event Venue”. Proposed activities: The venue features several types of events and private gatherings. The

proposed hours of operation are as follows: Every day from 11:00 a.m. to 8:00 p.m. Staff will be 2 employees. Parking: There are a total of 103 parking spaces held in common for the plaza. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (62) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties. Staff recommends approval of the request subject to compliance with the following conditions: 1) approval for one (1) year; 2) Must comply with all City Codes (Building, Fire, Health, etc.); 3) Hours of operation are Every day from 11:00 a.m. to 8:00 p.m.; 4) Must comply with the noise ordinance; 5) Acquisition of a business license prior to occupancy; 6) CUP not be transferable to others; and 7) Maximum occupancy is 25 people.

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Started: 5:51 p.m.

Ended: 5:54 p.m.

Item #6

Conditional Use Permit:

**The Sale & On-Site Consumption of Alcoholic Beverages
– El Chin Chin to Go within an approved Food Truck Park
Being Lot 1, Block, Santa Lucia Development Subdivision,
located at 2509 Colorado Street, Suite 102.**

(C-3)

Delegar, LLC

c/o Jose Sarmiento

Mr. Cervantes stated the subject site is located at the Northwest corner of Colorado and Taylor Road along the North side of Colorado Street. Pursuant to Section 1.56 (11)(G) of the City of Mission Code of Ordinances, the Sale and onsite consumption of Alcoholic Beverages requires the approval of a conditional use permit by the City Council. The applicant is leasing a container in an approved Mobile Food Truck Park to offer shrimp cocktails, ceviche, aguachiles, and micheladas. He would like to offer alcohol with his meals. Access to the site will be off of Colorado or S. Taylor Road through existing 24' driveways. The proposed hours of operation are as follows: Friday, Saturday and Sunday from 11:00 a.m. to 6:00 p.m. Staff: 4 employees. Parking: The Mobile Food Park measures 134' x 72' for a total of 9,648 sq.ft. Based on the square footage, they are required to have 27 parking spaces. The landlord has a total of 67 parking spaces available in this area and has submitted a

written agreement to use the parking spaces from the commercial plaza if needed. Sale of Alcohol: Section 1.56(3)(a) of the Zoning Code requires a minimum separation of 300' from the property line of any church, school, publicly owned property, or residence. There is a residential subdivision within 300 feet; however, P&Z and City Council have waived this separation requirement in previous conditional use permits. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (17) 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) Approval for a 1-year permit to continue to assess this new operation; 2) Waiver of the 300' separation requirement from residential homes; 3) Must comply with all City Codes (Building, Fire, Health, etc.); 4) Hours of Operation are every day from 11:00 a.m. to 11:00 p.m.; 5) Must comply with the noise ordinance; 6) Acquisition of a business license before occupancy; 7) CUP is not transferable to others; and 8) Alcoholic beverages shall not leave the premises at any time.

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

Mr. Jose de Leon, owner of La Ganadera, expressed interest in opening a separate location in Mission. He inquired if the site would be a suitable spot to open a second location of Chin Chin, noting that the establishment would serve ceviche's, cold seafood, enchiladas, and beer.

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.

Ms. Thompson asked what had occupied the site previously and inquired if it had been a food truck location before.

Mr. Cervantes stated that it had not been a food truck location, clarifying that only the container was present and that it would remain the same, with containers situated in the middle.

Chairwoman Izaguirre stated that the board had received information indicating the site would feature multiple distinct mobile food units offering a variety of food options.

Staff stated that the project had been approved for different food trucks.

Mr. Sanchez asked for confirmation that the property is sealed in accordance with (TABC) guidelines.

Mr. Cervantes confirmed that they must comply, adding that staff had met with the applicant to review the requirement and that the property is properly sealed.

Mr. Sanchez asked that this compliance was in accordance with (TABC) guidelines.

Mr. Cervantes confirmed.

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

Started: 5:54 p.m.

Ended: 6:02 p.m.

Item #7

Conditional Use Permit:

The Sale & On-site Consumption of Alcoholic Beverages and BYOB for an Event Center – Monster Warehouse, Being all of Lots 7, 8, & 9, Block 184, Original Townsite of Mission Subdivision Located at 401 W. 11th Street. (C-4) Rafael Mendez dba Monster Warehouse, LLC

Mr. Cervantes stated the subject site is located along the North side of W. 11th Street approximately 170 feet East of Kika De La Garza 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 to apply for a conditional use permit for the Event Center and to be allowed the selling and consumption of alcoholic beverages and to be allowed BYOB events. The hours of operation are as follows: Every day from 12:00 p.m. to 1:00 a.m. Staff: 5 employees. Parking: The applicant is providing 25 parking spaces within the event center property and is proposing 22 additional parking spaces in a property across the street. Even though the total parking of 47 would allow a maximum occupancy of 141 people, the applicant is proposing a maximum occupancy of 120 based on the requirements of the licensed security officer ordinance. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (20) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties. Staff recommends approval of the request subject to compliance with the following conditions: 1) Approval for one (1) year to continue to assess this operation; 2) Hours of operation are every day from 12:00 p.m. to 1:00 a.m.; 3) Maximum occupancy is 120 people; 4) Must comply with the noise ordinance; 5) CUP is not transferable to others; 6) Must have security cameras inside and outside with a minimum 30-day retention; 7) Must comply with all City Codes (Building, Fire, Health, Sign, etc.); 8) Must comply with TABC requirements; 9) Must obtain a business license; 10) Must have a minimum of two (2) Level II licensed security officers from 8:00 p.m. to 1:00 a.m. for all events, or as required in Section 1.56, Subsection 3 of the Code of Ordinances; 11) BYOB establishments must not exceed three (3) calls for emergency categorized as major disturbance within any 90-day period; 12) Must place "No alcohol beyond this point" signs at every exit and in the parking lot; and 13) The applicant, or a representative of the applicant, must be present for all events.

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

Mr. Rafael Mendez stated that he runs the establishment, which caters to a clientele aged 45 and older, fulfilling a prominent community need. He noted that the venue will feature comedians and local musical acts performing genres ranging from Tejano and country to Latin rock. Mr. Mendez described the property as an exceptional venue unique to the Rio Grande Valley, adding that it serves as an asset to both the Valley and the City of Mission. He further explained that the site had been an abandoned, excavated location since 2019, but has now been revitalized, drawing positive feedback from the surrounding neighborhood. He concluded by stating that there is widespread community support and demand, and businesses are ready to coordinate operations with them once open.

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.

Mr. Sanchez asked how the dual-track system works regarding the sale of alcohol alongside a (BYOB) policy. He further inquired whether this arrangement is strictly regulated by the (TABC) and how it involves alcohol compliance.

Mr. Cervantes explained that they are obtaining a TABC license, but noted that a renter might occasionally want a BYOB setup. He clarified that the arrangement depends on the specific situation, as the operators themselves want to sell beer and wine for some events, while other occasions would vary based on the preferences of the person renting the venue.

Mr. Mendez clarified that the venue will operate as both, explaining that some businesses will open up for live music events.

Mr. Sanchez asked for clarification on whether the venue would host events and sell its own alcohol during those specific functions.

Mr. Mendez confirmed that the venue would host events and sell its own alcohol during those functions.

Mr. Sanchez asked for clarification on whether a renter would have the option to either purchase alcohol from the venue or bring their own beer and wine.

Mr. Mendez confirmed that renters would have that option, noting that all arrangements must strictly follow the guidelines established by the (TABC).

Mr. Alaniz noted that the venue currently does not possess a TABC license.

Mr. Mendez explained that they do not currently have the license because they are waiting for the city to approve the TABC application.

Staff stated that they are obtaining a TABC license and BYOB.

Mr. Alaniz asked for confirmation that they are obtaining a beer and wine license.

Ms. Thompson raised questions about the parking availability, to which Mr. Cervantes confirmed that additional parking would be located across the street.

Ms. Thompson noted that the venue capacity is 120 people and asked for the city's required parking minimum for that capacity.

Mr. Cervantes began explaining that they would have 25 spaces.

Mr. Mendez clarified that they currently have 25 parking spaces and plan to add 22 more.

Mr. Cervantes explained that based on a ratio of three people per parking space.

Mr. Sanchez calculated that the requirement would be 40 spaces, meeting the city's minimum.

Ms. Thompson asked if Mr. Mendez owns the property intended for the additional parking.

Mr. Mendez confirmed that it is his business partner.

Ms. Thompson then inquired about the ownership of the warehouse across from the venue.

Mr. Mendez identified the owner as J Valdez Property Holdings LLC.

Ms. Thompson asked where the occupants of that warehouse currently park.

Mr. Mendez replied that the building is vacant.

Ms. Thompson asked for clarification on its vacancy, which Chairwoman Izaguirre confirmed, pointing out the specific concrete warehouse on the visual layout.

Ms. Thompson asked if there is a gym operating inside that building.

Mr. Mendez clarified that the gym is actually located two buildings to the right, in the far-right structure. He explained their parking setup, noting that they utilize a parking lot marked by an arrow on the layout where basketball and volleyball trainees park.

Ms. Thompson questioned if those gym attendees are currently parking on Mr. Mendez's site.

Mr. Mendez clarified that they park in their own designated spaces, specifically pointing out an area where three cars were visible on the top right of the layout.

Chairwoman Izaguirre concluded that they should grant one approval for the "Monster" event, noting that the venue will have sufficient parking, which Mr. Mendez confirmed.

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

Started: 6:02 p.m.

Ended: 6:03 p.m.

Item #8

Conditional Use Permit:

**A Coffee Shop – Gray Avenue Coffee,
Being Lot 1, Bannworth Business Center Subdivision
Located at 1821 N. Shary Road, Suite 8
(C-2)
Grecia Ramirez**

Mr. Cervantes stated the subject site is located along the West side of Shary Road between Village Drive and Mulberry Street. Per the Code of Ordinance, a Restaurant in a C-2 zone requires the approval of a Conditional Use Permit. The applicant is leasing a 1,180 sq. ft. suite and is proposing to open a Coffee Shop. The Coffee Shop will offer both sit-down and to-go services. Access to the site is via a 30' access driveway off of Shary Road. The hours of operation are as follows: Monday – Wednesday, 6:30 a.m. to 6:00 p.m.; Thursday, closed; Friday, 6:30 a.m. – 6:00 p.m.; Saturday,

8:00 a.m. to 7:00 p.m.; Sunday, 8:00 a.m. – 3:00 p.m. Staff: 2 employees per shift. Parking: There are a total of 51 seating spaces proposed, which require 17 parking spaces (51 seating spaces/3 = 17 parking spaces). It is noted that the parking area is held in common; there are 48 existing parking spaces shared with other businesses, thus meeting code. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (20) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties. Staff recommends approval of the request subject to compliance with the following conditions: 1) 1 year re-evaluation to continue to assess this new operation; 2) Must comply with all City Codes (Building, Fire, Health, etc.); 3) Acquire a business license prior to occupancy; 4) CUP is not transferable to others; and 5) Hours of operation: Monday – Wednesday, 6:30 a.m. to 6:00 p.m.; Thursday, closed; Friday, 6:30 a.m. – 6:00 p.m.; Saturday, 8:00 a.m. to 7:00 p.m.; Sunday, 8:00 a.m. – 3:00 p.m.

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

Ms. Grecia Ramirez is the applicant who wants to open a coffee shop located directly in front of a park to attract a large volume of people. As a runner with personal experience in running clubs, she envisions creating a community-focused third space. Her background includes nine years of working with coffee, a field she loves deeply. She aims to provide a welcoming environment where individuals can work, relax, study, and connect.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Started: 6:03 p.m.

Ended: 6:04 p.m.

Item #9

Conditional Use Permit:

**A Commercial Warehouse - Central Kitchen
Being the West 60 feet of the West 250 feet of
the South ½, Block 6, Citriana Heights Subdivision,
located at 221 Del Mar Street
(C-3)
Crown Point Construction**

Mr. Cervantes stated the subject site is located at 221 Del Mar Street. Per the Code of Ordinance, a Commercial Warehouse in a C-3 zone requires the approval of a Conditional Use Permit. The applicant is proposing to build a Commercial Warehouse for Local Distribution for the La Ganadera Meat Market. This project will be a 1-story building measuring a total of 4,000 square feet. There will be 9 parking stalls (2 designated as handicapped) allocated to this development. 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. The hours of operation are as follows: Monday through Friday from 8:00 a.m. to 5:00 p.m. Staff: 4 employees. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (15) 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: 1) Life of use permit with the understanding the permit can be revoked for non-compliance; 2) Must comply with all City Codes (Building, Fire, Health, etc.); 3) Acquire a business license before occupancy; 4) CUP is not transferable to others; 5) Hours of operation: Monday through Friday from 8:00 a.m. to 5:00 p.m.; and 6) Must comply with the noise ordinance.

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Started: 6:04 p.m.

Ended: 6:04 p.m.

Item #10

Conditional Use Permit:	To allow a Convenience Store and Fuel Station – 7 Eleven Being Lot 1, Yucca Crossing Subdivision (U/R) located at the Southwest corner of N. Conway Avenue and Mile 2 Road C-3 Conway Mission Retail Partners, LTD, Conway Mission Retail GP, LLC, c/o Jamie Hora, P.E. - Bowman Engineering
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Mr. Ramirez stated the site is located at the Southwest corner of N. Conway Avenue and Mile 2 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 applicant is proposing to construct a 4,746 square foot building for a convenience store where the sale of gasoline will be made available. As shown in the site plan, two (2) 20' driveways are proposed; one along Conway Avenue and one along Mile 2 Road. It is noted that all setbacks are being met. The proposed hours of operation are as follows: 24 hours a day, seven days a week. Staff: 10 employees. Parking: Based on the size of the building, there are 19

parking spaces required by code. The applicant is proposing to have 2 designated handicap parking spaces and 43 regular parking spaces, for a total of 45 parking spaces, thereby exceeding code by 26. The applicant will be complying with the landscaping requirements. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (5) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommendation: 1) Life of use with the understanding that the permit can be revoked due to non-compliance; 2) Must comply with all City Codes (Building, Fire, Health, Landscaping, Signs, etc.); 3) Hours of Operation are 24 hours a day seven days a week; 4) Acquisition of a business license before occupancy; 5) CUP is not transferable to others; and 6) Wet zone property.

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.

Mr. Alaniz asked about the construction start date following potential approval.

Mr. Cervantes indicated that the construction timeline is moving quickly. He noted that the project was scheduled to go before the City Council on August 25th, with a projected start in September. He added that the company has already purchased the property and completed the initial land clearing.

Mr. Alaniz stated that the area is currently very congested due to extensive construction on both sides of the road.

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

Started: 6:04 p.m.

Ended: 6:06 p.m.

Item #11

Conditional Use Permit:

**To allow a portable building for office use
AM PM Roadside & Recovery LLC
Being Lot 4, Henry Saenz Subdivision
located at 1519 E. Expressway 83
C-4
AM PM Roadside & Recovery LLC**

Mr. Ramirez stated the site is located at the Southwest corner of N. Conway Avenue and Mile 2 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 applicant is proposing to construct a 4,746 square foot building for a convenience store where the sale of gasoline will be made available. As shown in the site plan, two (2) 20' driveways are proposed; one along Conway Avenue and one along Mile 2 Road. It is noted that all setbacks are being met. The proposed hours of operation are as follows: 24 hours a day, seven days a week. Staff: 10 employees. Parking: Based on the size of the building, there are 19 parking spaces required by code. The applicant is proposing to have 2 designated handicap parking spaces and 43 regular parking spaces, for a total of 45 parking spaces, thereby exceeding code by 26. The applicant will be complying with the landscaping requirements. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (5) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommendation: 1) Life of use with the understanding that the permit can be revoked due to non-compliance; 2) Must comply with all City Codes (Building, Fire, Health, Landscaping, Signs, etc.); 3) Hours of Operation are 24 hours a day seven days a week; 4) Acquisition of a business license before occupancy; 5) CUP is not transferable to others; and 6) Wet zone property.

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

Mr. Keith Mora introduced himself as the renter, not the owner, of the business currently occupying the property. He stated that his team has been pushing hard and making progress toward securing a permanent structure, though they face challenges communicating with the owner through an intermediary, Anna's Sign. He emphasized that his ultimate goal during his six-year tenure has been to establish a permanent structure. He noted that his company has been in business for ten years with a clean record and rarely requires police assistance. He expressed a strong desire to remain in the City of Mission, mentioning that his entire extended family lives there and loves the city, particularly due to its accessible location off the expressway. Mr. Mora affirmed that he is not opposed to any recommendations or requirements from Mr. Cervantes and his department, and is willing to pay out of pocket to meet them. He explained that previous difficulties in building a permanent structure stemmed from the fact that he cannot build on property he does not own without risking removal by the landlord. While he continues to work toward a permanent structure, he is prepared to cover the costs to bring the current temporary structure up to city requirements, provided the modifications fall within his legal reach as a tenant.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Garza 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.

Mr. Cervantes confirmed that the city has an ordinance in development to eliminate portable buildings as a conditional use within C2, C3, and C4 commercial zones. He noted that the City Council no longer wishes to process conditional use permits for these types of structures. Under the new rules, existing portable buildings will be phased out through removal or by constructing a concrete skirt around the base of the building. Any newly proposed portable buildings will also be required to include this concrete skirt to be permitted.

Chairwoman Izaguirre asked for clarification regarding the meaning of a concrete skirt.

Mr. Cervantes explained that the concrete structure is meant to enclose the base of the building. He pointed out the white section of the building as an example, noting that it could be built with a concrete finish all the way around.

Chairwoman Izaguirre asked if that modification was supposed to make the structure permanent.

Mr. Cervantes stated that the determination is ultimately decided by the City Council.

Ms. Thompson questioned the rationale behind granting a two-year timeframe to complete that requirement.

Mr. Cervantes explained that the two-year timeframe matches the duration of the permit. He added that they have the option to complete the requirement immediately or wait for two years.

Chairwoman Izaguirre inquired about the total number of similar structures currently in the city. She expressed a belief that it is consistently the same few applicants returning for approvals.

Ms. Thompson asked if that specific applicant or business had been before the Council previously.

Mr. Cervantes confirmed that they had been there before, but explained that the permit expired, which is why it had not been coming back recently.

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

Started: 6:06 p.m.

Ended: 6:13 p.m.

Item #12

**Conditional Use Permit
Renewal:**

**To allow a Mobile Food Unit – Martha's Burgers & More
Being the West ½ of Lots 7 & 8, Block 176
Mission Original Townsite Subdivision
located at 307 W. Tom Landry Street
C-4
Martha Avitia**

Mr. Cervantes stated 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 Unit requires the approval of a conditional use permit by the City Council. This business has been in operation since September 24, 2025. The last Conditional Use Permit was approved by the City Council on August 20, 2025, for a period of one year. The hours of operation are as follows: Monday through Thursday from 11:00 a.m. to 10:00 p.m.; Saturday from 5:00 pm to 12:00 a.m.; and Sunday from 5:00 pm to 10:00 pm. 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: 1) Approval for a 2-year term to continue to assess this mobile food unit; 2) Continue to comply with all City Codes (Building, Fire, Health, etc.); 3) Hours of operation are: Monday through Thursday from 11:00 a.m. to 10:00 p.m.; Saturday from 5:00 p.m. to 12:00 a.m.; and Sundays from 5:00 p.m. to 10:00 p.m.; 4) Continue to comply with the noise ordinance; and 5) CUP is not transferable to others.

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

ITEM#13

ADJOURNMENT

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to adjourn the meeting. Mr. Sanchez seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 6:13 p.m.

Diana Izaguirre, Chairwoman
Planning and Zoning Commission



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 2, 2026

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

AGENDA ITEM: Conduct a public hearing and consideration of the adoption of an ordinance amending the code of ordinances Appendix A - Zoning, Article IV, Section 1.17, Powers of Board of Adjustment, to authorize the Zoning Board of Adjustment to hear and decide Special Exceptions expressly authorized by Appendix A; Amending Article XIII, Exceptions and Modifications, Section 1.59, General, by adding a Special Exception authorizing a carport accessory to an existing single-family or two-family residence to encroach into the required front setback; Establishing standards, procedures and conditions for such Special Exceptions. Applicant: City of Mission - Cervantes

NATURE OF REQUEST:

Project Timeline:

- September 2, 2026 – Ordinance reviewed and approved by the Planning and Zoning Commission
- September 22, 2026 – Consideration of the adoption of the ordinance by the City Council.

Summary:

- This ordinance will streamline the process for the issuance of building permits by allowing the construction of carports within the 20-foot front setback, limited to no more than 400 square feet in size, with a Special Exception granted by the Zoning Board of Adjustment.
- Section 211.009(a)(2) allows for special exceptions to the zoning ordinance if the proposed construction will not have detrimental impact on surrounding properties.
- The applicant will be required to submit preliminary architectural plans or renderings of the proposed carport and notices to the surrounding property owners within 200 feet will be mailed along with a sign in the property with the information of the public hearing.
- The board must find that the proposed carport, including its size, location, and construction materials, is compatible with the character of the neighborhood and will not adversely affect the value of surrounding properties.

STAFF RECOMMENDATION:

Staff recommends the adoption of the ordinance.

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

EXAMPLE OF A CARPORT WITHIN THE FRONT SETBACK



EXISTING HOUSE ALONG LAS BRISAS STREET



RENDERING OF A CARPORT THAT MATCHES ARCHITECTURALLY WITH THE HOUSE



ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY OF MISSION CODE OF ORDINANCES, APPENDIX A, ZONING, ARTICLE IV, SECTION 1.17, POWERS OF BOARD OF ADJUSTMENT, TO AUTHORIZE THE ZONING BOARD OF ADJUSTMENT TO HEAR AND DECIDE SPECIAL EXCEPTIONS EXPRESSLY AUTHORIZED BY APPENDIX A; AMENDING ARTICLE XIII, EXCEPTIONS AND MODIFICATIONS, SECTION 1.59, GENERAL, BY ADDING A SPECIAL EXCEPTION AUTHORIZING A CARPORT ACCESSORY TO AN EXISTING SINGLE-FAMILY OR TWO-FAMILY RESIDENCE TO ENCROACH INTO THE REQUIRED FRONT SETBACK; ESTABLISHING STANDARDS, PROCEDURES, AND CONDITIONS FOR SUCH SPECIAL EXCEPTIONS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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 for good government, peace, or order of Mission; and

WHEREAS, The amendments are consistent with the purpose of the Mission Comprehensive Plan, which is to provide a growth-friendly economic development environment that also preserves and enhances the character of the area; and

WHEREAS, The amendments are also consistent with Chapter 211, Municipal Zoning Authority, Sections 211.003, 211.008, and 211.009 of the Texas Local Government Code; and

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

WHEREAS, The City of Mission has complied with all notices and public hearings as required by law; and

WHEREAS, The City Council of the City of Mission finds that it is in the best interests 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, Appendix A, Zoning, Article IV, Section 1.17, Powers of board of adjustment, is hereby amended by adding at the end of said section a new provision, with the language underlined (added) to read as follows.

Special exceptions. In addition to the other powers set forth in this section, the board shall have the power to hear and decide special exceptions to the terms of this ordinance when this ordinance expressly authorizes the board to grant the special exception, subject to the standards, conditions, and procedures set forth in this ordinance and in accordance with Section 211.009(a)(2) of the Texas Local Government Code.

SECTION 2: That the City of Mission Code of Ordinances, Appendix A, Zoning, Article XIII, Exceptions and Modifications, Section 1.59, General, is hereby amended by adding a new subsection 8, with the language underlined (added) to read in full as follows.

8. Special exception for carports encroaching into the required front setback.

- (1) Authorization. The Zoning Board of Adjustment may grant a special exception authorizing a carport that is accessory to an existing single-family or two-family residence to encroach into the required front setback of the lot. A special exception under this subsection does not authorize relief from any side or rear setback requirement, does not apply to property in a nonresidential district, and does not authorize any encroachment or construction other than as shown on the site plan approved by the board.
- (2) Required findings; burden of proof. The board shall grant a special exception under this subsection only if it makes an affirmative finding, based on the evidence presented at the public hearing, that each of the following standards is satisfied. The applicant bears the burden of proof on each standard:
 - a. There is no adequate vehicular access to an area behind the required front building line that would accommodate a parking space;
 - b. The carport will not have a detrimental impact on surrounding properties;
 - c. The carport will be located and will remain entirely outside the public right-of-way, all utility and drainage easements, and all applicable sight-visibility triangles;
 - d. The carport will not interfere with sidewalks, drainage, utilities, or safe vehicular access;
 - e. The carport will comply with all building, fire, floodplain, and other applicable codes and regulations of the city; and

f. The carport, including its size, location, and construction materials, is compatible with the character of the neighborhood and will not adversely affect the value of surrounding properties.

- (3) Support or opposition. The existence or absence of support for, or opposition to, an application shall not by itself constitute grounds for granting or denying a special exception under this subsection. The board shall consider evidence of support or opposition only to the extent it relates to the standards set forth in this subsection.
- (4) Procedures; required vote. Each application for a special exception under this subsection shall be filed, processed, noticed, heard, and decided in accordance with the application, fee, site-plan, and public-hearing procedures of Article IV of this ordinance, including written notice of the public hearing to the owners of real property lying within 200 feet of the property on which the special exception is requested, as provided in Section 1.16. The concurring vote of 75 percent of the members of the board (four (4) members of the city's five-member board) is necessary to grant a special exception, as required by Section 211.009(c) of the Texas Local Government Code.
- (5) Storage of items other than motor vehicles is prohibited in a carport for which a special exception has been granted under this subsection.
- (6) Recording. If the Zoning Board of Adjustment grants a special exception under this subsection, the city shall cause a memorandum of the special exception, identifying the property, the approved site plan, and the material conditions of approval, to be recorded in the Official Public Records of Hidalgo County, Texas.
- (7) Term; transfer; expiration. Any special exception granted under this subsection shall run with the land, subject to the approved site plan and all conditions of approval, and may be transferred, sold, inherited, bequeathed, or devised; a new special exception shall not be required upon any change or transfer in ownership of the property. A special exception granted under this subsection shall automatically expire if: (a) a building permit for the carport is not obtained within [180] days after the date the special exception is granted; or (b) the approved carport is removed, destroyed, enclosed, materially altered, or replaced.
- (8) No carport for which a special exception has been granted under this subsection shall exceed 400 square feet in size.
- (9) Private restrictive covenants. If the property is located within an active homeowners' association, the city may provide the association a courtesy notice of the application, consistent with subsection (7)(4) of this section, but approval by the association is not required for the filing, processing, or approval of an application under this subsection. A special exception granted under this subsection does not supersede, modify, or authorize the violation of any private restrictive covenant, and the city does not enforce private restrictive covenants.

SECTION 3: REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4. 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 5. EFFECTIVE DATE. This ordinance shall take effect immediately upon its passage and publication as required by law.

PASSED, APPROVED, AND ADOPTED THIS _____ day of _____, 2026, at a regular meeting of the City Council of the City of Mission, Texas, at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF MISSION

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

City Attorney



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 2, 2026

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

AGENDA ITEM: Conduct a public hearing and consideration of the adoption of an ordinance amending the code of ordinances Appendix A - Zoning, Article VIII – Use Districts and Conditional Uses, Section 1.42. – C-2 (Neighborhood Commercial District), Subsection (3) Conditional Uses; Section 1.43. C-3 (General Business District), Subsection (3) Conditional Uses; and Section 1.44. C-4 (Heavy Commercial District), by removing Portable Buildings as a Conditional Use. Applicant: City of Mission - Cervantes

NATURE OF REQUEST:

Project Timeline:

- September 2, 2026 – Ordinance reviewed and approved by the Planning and Zoning Commission
- September 22, 2026 – Consideration of the adoption of the ordinance by the City Council.

Summary:

- This ordinance will streamline the process for the issuance of building permits by not requiring a conditional use permit for a portable building.
- The proposed ordinance would allow the issuance of a moving permit with the correct zoning and with a site plan approval if the portable building has a concrete skirt around the base of the building.

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 APPENDIX A – ZONING, ARTICLE VIII. USE DISTRICTS AND CONDITIONAL USES, SECTION 1.42. C-2 (NEIGHBORHOOD COMMERCIAL DISTRICT), SUBSECTION (3) CONDITIONAL USES; SECTION 1.43. C-3 (GENERAL BUSINESS DISTRICT), SUBSECTION (3) CONDITIONAL USES; AND SECTION 1.44. C-4 (HEAVY COMMERCIAL DISTRICT), BY REMOVING PORTABLE BUILDINGS AS A CONDITIONAL USE, 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 or amend an ordinance that, among other things, is for good government peace or order of Mission; and

WHEREAS, The Planning and Zoning Commission after conducting a public hearing has reviewed the proposed amendment and has recommended approval; and

WHEREAS, after conducting a public hearing 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, Appendix A – Zoning, Article VIII. – Use Districts and Conditional Uses, Section 1.42. C-2 (Neighborhood Commercial District); and Section 1.43. C-3 (General Business District); and 1.44. C-4 (Heavy Commercial District) be hereby amended by deleting the language that is (~~stricken~~) to read in full as follows. *The remaining sections are to remain in force.

Article VIII. Use Districts and Conditional Uses

Section 1.42. C-2 (Neighborhood Commercial District)

3. Conditional uses (require use permits, see article X):

~~(h) Portable buildings~~

Section 1.43. C-3 (General Business District)

3. Conditional uses (require use permits, see article X):

~~(h) Portable buildings~~

Section 1.44. C-4 (Heavy Commercial District)

3. Conditional uses (require use permits, see article X):

~~(d) Portable buildings other than storage buildings~~

SECTION 2: REPEALER: All ordinances or parts of ordinances in conflict herewith 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 or 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 immediately upon its passage and publication as required by law.

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 2026, 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 TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF MISSION

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

City Attorney



CITY OF MISSION

AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: September 2, 2026

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

AGENDA ITEM: Consideration and possible action on matters related to the approval of a variance to allow the construction of a 100-foot in height pylon sign for the Circle K gas station, being Lot 1, El Milagro Commercial Phase 1 Subdivision, located at 1601 E. Military Road (F.M. 1016). Applicant – Laura Davalos (Alamo Sign Solutions) - Cervantes

NATURE OF REQUEST:

Project Timeline:

- August 05, 2026 – Letter with variance request submitted to the City.
- September 02, 2026 – Consideration of the requested variance by the Planning and Zoning Commission.
- September 22, 2026 – Consideration of the requested variance by the City Council.

Summary:

- The applicant is proposing to construct a pylon sign measuring 100 feet in height instead of the required 80-foot maximum height.
- The request is for a variance not to comply with Sec. 86-155 (2) (f) (3) – Expressway and Secondary Arterial Corridors of the Mission Code of Ordinances, which states:
- Ground or tenant sign: In the case of a multiunit building, one ground pole or tenant sign will be allowed per site
 - Maximum height: 80 feet

STAFF RECOMMENDATION:

Staff recommends denial.

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

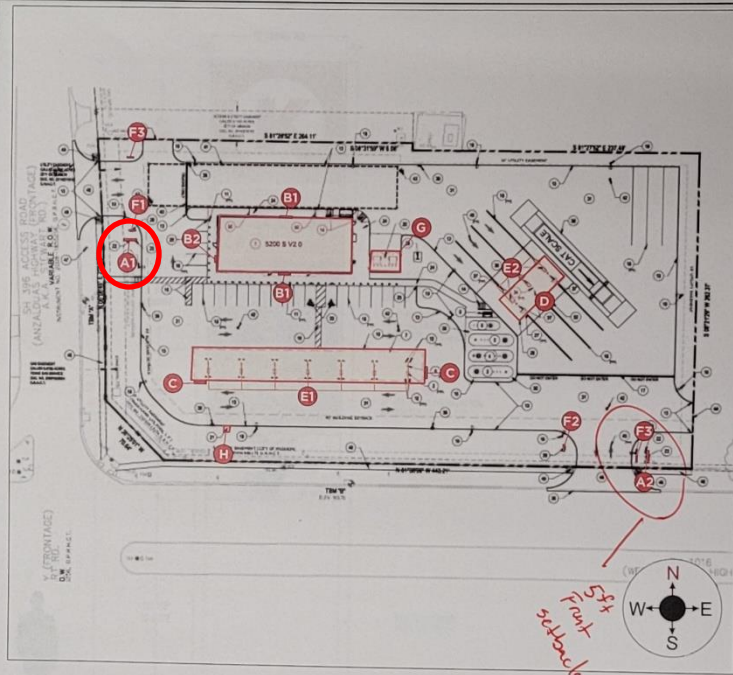
AERIAL MAP



SITE PLAN

SCOPE OF WORK

A1	100' O.A.H. x 6' NEW HI-RISE SIGN	PART#: (TBD)	452.67 SF	QTY:1
	- CIRCLE K LOGO/TRUCK DIESEL - UNLEADED / 8" TOGGLE WITH 60" RED ABLE LEDS - DIESEL WITH 60" GREEN ABLE LEDS			
A2	30' O.A.H. x 6', NEW BTP SIGN	PART#: (TBD)	117.50 SF	QTY:1
	- CIRCLE K LOGO - TRUCK DIESEL - UNLEADED / 4" TOGGLE WITH 24" RED ABLE LEDS - DIESEL WITH 24" GREEN ABLE LEDS - NEW 3x6' EMC			
B1	5' x 12' CK BUILDING SIGN	PART#: (CK54512SP19L)	63.49 SF	QTY:2
	5' X 12' CIRCLE K BUILDING SIGN CENTERED ON FRONT AND REAR ELEVATIONS			
B2	5' X 4' CK TOTEM BUILDING SIGN	PART#: CK50504WAL	20.84 SF	QTY:1
	5' X 4' CK TOTEM SIGN ON WEST ELEVATION			
C	MAIN CANOPY (36" FASCIA)	PART#: CK5316SP24LA	60.64 SF	QTY:2
	- INSTALL NEW TRI-COLOR FASCIA - INSTALL 2 ILLUMINATED WORDMARKS - INSTALL EQCLEARANCE ABOVE ENTRANCE & EXIT ELEVATIONS - INSTALL EYEBROW DOWNING ON THE 3 SIDES FACING AWAY FROM THE STORE			
D	DIESEL CANOPY (36" FASCIA)	PART#: (TBD)	SF	QTY:2
	- INSTALL (2) NEW ILLUMINATED CIRCLE K W/ DEF CANOPY SIGNS WITH DOWNLIGHTING ON ALL SIDES - INSTALL (2) NEW ILLUMINATED SIGNS ON DIESEL CANOPY - INSTALL CLEARANCE SIGNS			
E	DISPENSERS & FORECOURT	PART#: (TBD)	SF	QTY:7
	INSTALL NEW CKSPUMPDNE20 AND CKSPUMPTDDEF20 ON DISPENSERS AND FLAGS.			
F	WAYFINDING SIGNS (CK)(TRUCK)	PART#: (TBD)	SF	QTY:
	INSTALL NEW CIRCLE K AND TRUCK DIRECTIONAL SIGNS, AT DRIVEWAY ENTRIES			
G	TRASH ENCLOSURE	PART#: (TBD)	SF	QTY:
	INSTALL NEW TRASH ENCLOSURE PER CIRCLE K STANDARDS			
H	AIR/WATER PUMP/VACUUM	PART#: (TBD)	SF	
	INSTALL NEW CIRCLE K BRANDED AIR/WATER PUMP/VACUUM			



Site Overview

SITE#: MISSION, TX
 1601 E. MILITARY RD & SH 396 RD MISSION, TX 78572
 12/23/2025 (01/12)
 CK_HTL_160-E-MILITARY RD AND SH-396 RD MISSION TX-G

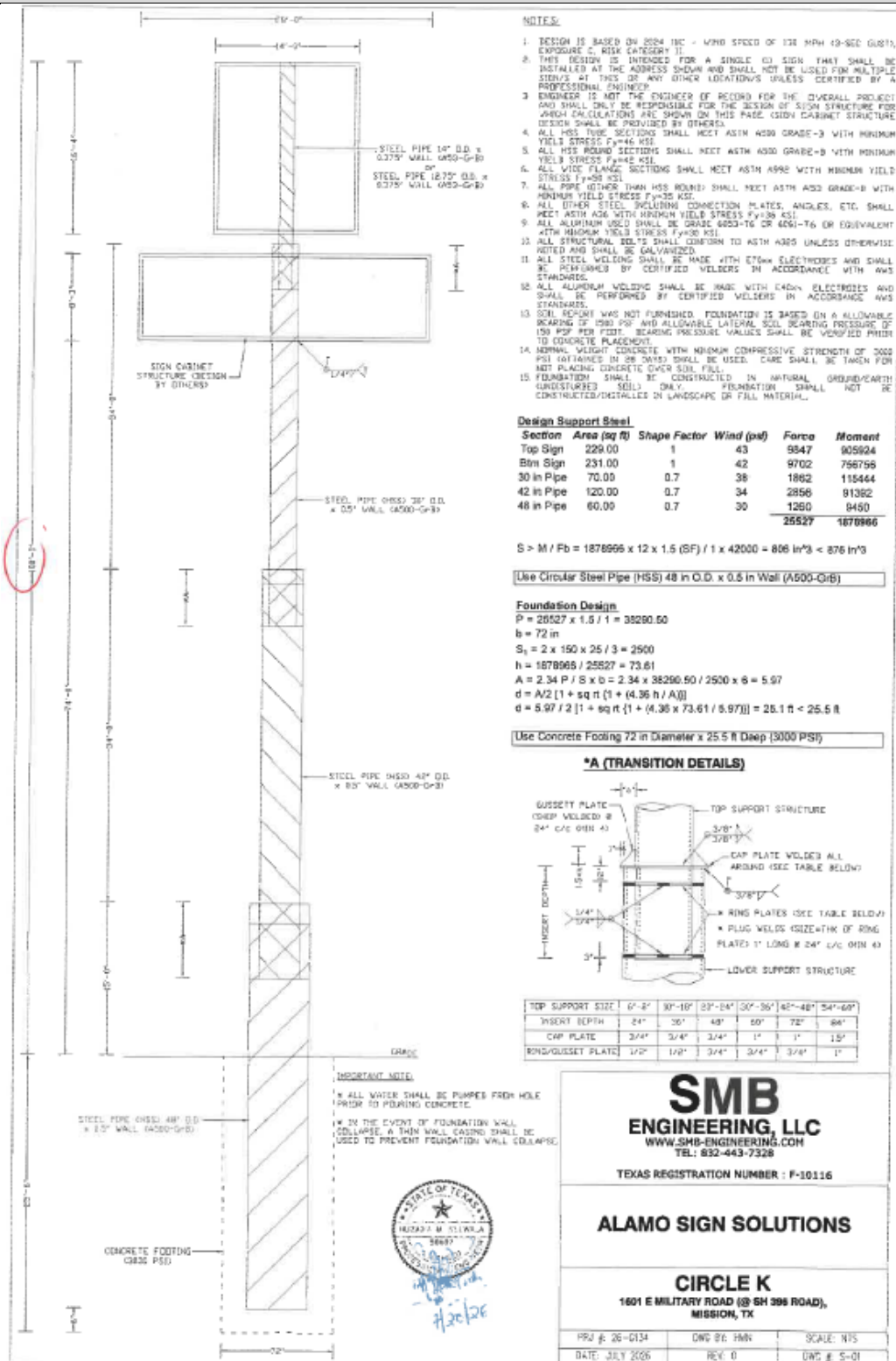
VARIANCE LETTER

1731 S. San Marcos St. Bldg. 818 | San Antonio, Texas 78207 | 210-239-6777

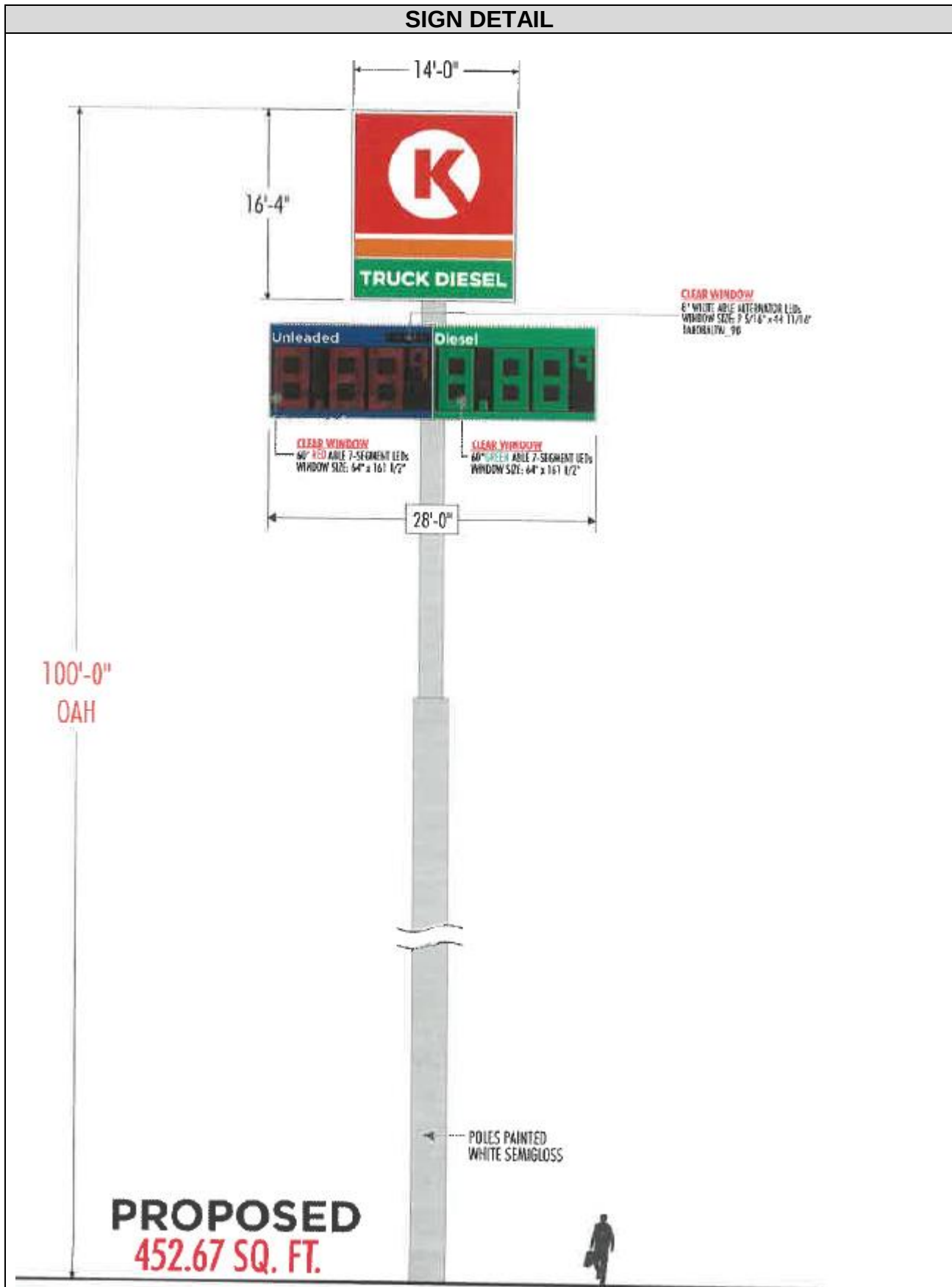
The requested variance is intended to improve the visibility and exposure of the fueling station. This facility includes truck diesel fueling and is strategically located in close proximity to Interstate 396. A 100-foot pylon sign would provide excellent visibility for motorists and commercial trucks traffic traveling in both directions on the interstate, allowing drivers to easily identify and access the station. Increased sign height is necessary to ensure the station is visible from the interstate and to effectively direct both passenger vehicles and commercial trucks to the site. Without the additional sign height, visibility from the interstate would be substantially diminished by distance, and surrounding development, reducing the effectiveness of the signage and limiting the station's ability to serve the traveling public.

With any questions, please contact Laura Davalos at (210) 239- 6777.

SIGN EXHIBIT



SIGN DETAIL



EXAMPLE EXISTING 80FT SIGN AT 100 E. EXPRESSWAY 83



EXAMPLE OF AN EXISTING 80FT SIGN

