



A G E N D A

PLANNING & ZONING COMMISSION SPECIAL MEETING THURSDAY, NOVEMBER 19, 2020, AT 12:00 P. M. COUNCIL CHAMBERS, CITY HALL BUILDING

100 SOUTH MONROE STREET, EAGLE PASS, MAVERICK COUNTY, TEXAS

PURSUANT TO SECTION 551.125(b);551.127(b)(g); 551.007;OF THE TEXAS GOVERNMENT CODE AND THE DECLARATION BY GOVERNOR GREG ABBOTT ON MARCH 16, 2020, THIS MEETING OF THE PLANNING AND ZONING OF THE CITY OF EAGLE PASS, TEXAS SHALL BE OPEN AND ACCESSIBLE TO THE PUBLIC VIA THE FOLLOWING FREE-OF-CHARGEVIDEOCONFERENCELINK: <https://www.facebook.com/OfficialCityEaglePassTexas> AN ELECTRONIC COPY OF THE AGENDA PACKET FOR THE REGULAR MEETING OF THE PLANNING AND ZONING IS ALREADY AVAILABLE TO THE PUBLIC AT THE FOLLOWING URL: <https://www.eaglepasstx.us/AgendaCenter>. IN LIGHT OF THE ONGOING NATIONAL EMERGENCY AND URGENT THREAT TO PUBLIC HEALTH CAUSED BY THE COVID-19 PANDEMIC, MEMBERS OF THE PUBLIC ARE ENCOURAGED TO FOLLOW THE RECOMMENDATIONS OF GOVERNMENT LEADERS AND THE CDC REGARDING SOCIAL DISTANCING AND SELF-QUARANTINE.

IF YOU ARE A CITIZEN WISHING TO PARTICIPATE IN CITIZENS COMMUNICATIONS, PLEASE CALL ON THURSDAY, NOVEMBER 19, 2020 FROM 9:00 AM TO 11:00 AM AT 830-773-1111 OR SEND EMAIL TO irodriguez@eaglepasstx.us

ESTABLISHMENT OF QUORUM

CITIZENS COMMUNICATIONS

MINUTES

1. Approval of the minutes of the September 10, 2020 meeting and the October 8, 2020 meeting.

PUBLIC HEARING(S)

2. Public hearing on the proposed on the proposed Final Re-Plat of South Texas Bank Subdivision; closing of public hearing and possible action.

ADJOURNMENT

NOTE: The Commission reserves the right to consider business out of the posted agenda order and reserves the right to adjourn into executive session to discuss an item(s) not listed as an executive session on the posted agenda but which qualifies to be discussed in closed session pursuant to Texas Government Code Chapter 551.

C E R T I F I C A T I O N

I, THE UNDERSIGNED PLANNING DIRECTOR, do hereby certify that the agenda mentioned above was posted on the Bulletin Board located in the Lobby at City Hall, 100 S. Monroe Street, Eagle Pass, Texas on November 16, 2020 at 11:50 a.m.

Placido C. Madera
Planning Director

Item # 1

THE STATE OF TEXAS)(
COUNTY OF MAVERICK)(
CITY OF EAGLE PASS)(

The Planning and Zoning Commission of the City of Eagle Pass conducted their Regular Meeting on Thursday, September 10, 2020 at 5:30 p.m. Via Video Conference, 100 South Monroe Street, Eagle Pass, Texas. All legal notices were duly posted in accordance with state code.

ESTABLISHMENT OF QUORUM

Present: Chairperson Enrique Montalvo, Vice-Chairperson, Rolando Jasso, Commission Members Mario Escobar, Marcos Villalpando, and Doris Salinas-Sanchez.

Absent: Ex-Officio (s), Mayor Luis Sifuentes and City Manager George Antuna.

Staff present: Planning Director, Placido Madera; Assistant Planning Director, Mariebelle Rodriguez; and Assistant City Secretary, Erika A. Resma.

With a quorum being present, Chairperson Montalvo called the meeting to order and the Planning & Zoning Commission considered the items as follows.

CITIZENS COMMUNICATIONS

Chairperson Montalvo asked whether anyone in the audience wished to address the Commission on any item which did not appear on the agenda, reminding them at the same time, that although the Commission would be unable to take formal action on such items, they would be glad to take it under advisement. No one responded.

OLD BUSINESS

1. Consideration and possible action on the final plat of Abuelita Acres Ranch Subdivision.

Planning Director, Placido Madera informed the Commission on the final plat approval to subdivide an approximately 2.86-acres into 1 residential lot, including a sidewalk waiver and including a variance to plat a property less than 5- acre in size that been conveyed prior to 1984.

Motion: To approve final plat of Abuelita Acres Ranch Subdivision.
Move: Villalpando
Second: Salinas- Sanchez
Ayes: 5

Nays: 0
Abstained: 0
Absent: 0

2. Consideration and possible action on the final plat of Martinez Ranch Subdivision.

Planning Director Madera informed the Commission on the final plat approval to subdivide an approximately 3.09- acres into 1 residential lot, including a sidewalk waiver and including a variance to plat a property less than 5- acre in size that been conveyed prior to 1984.

Motion: To approve final plat of Martinez Ranch Subdivision.
Move: Escobar
Second: Villalpando
Ayes: 5
Nays: 0
Abstained: 0
Absent: 0

OTHER BUSINESS

3. Consideration and possible action on the six (6) month extension for the preliminary plat of the Santa Maria Estates Subdivision Unit 1.

Motion: To table item.
Move: Salinas- Sanchez
Second: Villalpando
Ayes: 5
Nays: 0
Absent: 0

4. Consideration and possible action on a request for the Amendment of City of Eagle Pass Code of Ordinances Chapter 15 Section 15-33 and Chapter 21 Section 106.6.2.

Planning Director Madera informed the Commission that the increase in fee occurred about 4-5 years ago when the City needed to hire the licensed master plumber and his fee was at a rate of \$450.00 for the inspection which was passed to the consumer. He further added that since then the City has started doing the inspection in house, therefore the higher rate is no longer needed.

Mr. Madera then presented the recommendation to the amendment to reflect the following fees:

- Plumbing inspection fee \$50.00
- 1st re inspection \$25.00
- 2nd re inspection \$50.00
- 3rd re inspection \$ 75.00

Lastly, he stated that the fees where in line with estimates gathered for manpower and resources required for the processing of the permit and actual time for inspectors to go out and skilled the performance.

Motion: To approve Amendment of City of Eagle Pass Code of Ordinances
Chapter 15 Section 15-33 and Chapter 21 Section 106.6.2 as presented.
Move: Salinas-Sanchez
Second: Villalpando
Ayes: 5
Nays: 0
Abstained: 0
Absent: 0

ADJOURNMENT

Motion: To adjourn meeting at 6:24 p.m.
Move: Villalpando
Second: Escobar
Ayes: 5
Nays: 0
Absent: 0

ATTEST:

Enrique Montalvo
Chairperson

Erika Resma
Assistant City Secretary

THE STATE OF TEXAS)(
COUNTY OF MAVERICK)(
CITY OF EAGLE PASS)(

The Planning and Zoning Commission of the City of Eagle Pass conducted their Regular Meeting on Thursday, October 8, 2020 at 5:30 p.m. in the Via Videoconference, 100 South Monroe Street, Eagle Pass, Texas. All legal notices were duly posted in accordance with state code.

ESTABLISHMENT OF QUORUM

Present: Chairperson Enrique Montalvo, Vice Chairperson, Rolando Jasso, and Commission Members Doris Salinas-Sanchez, Marcos Villalpando, and Mario Escobar.

Absent: Ex-Officio, Mayor Luis E. Sifuentes and City Manager George Antuna.

Staff present: Planning Director, Placido Madera; Assistant Planning Director, Mariebelle Rodriguez; Assistant City Secretary, Erika A. Rodriguez.

With a quorum being present, Chairperson Montalvo called the meeting to order and the Planning & Zoning Commission considered the items as follows.

CITIZENS COMMUNICATIONS

Chairperson Montalvo asked whether anyone in the audience wished to address the Commission on any item which did not appear on the agenda, reminding them at the same time, that although the Commission would be unable to take formal action on such items, they would be glad to take it under advisement. No one responded.

MINUTES

1. Approval of the minutes of August 13, 2020 meeting.

Motion: To approve minutes as presented.
Moved: Jasso
Second: Escobar
Ayes: 5
Nays: 0
Absent: 0

PUBLIC HEARING (S)

2. Consideration and possible action on the final Re-Plat of Lot 92 in Block 1 of Las Brisas Subdivision.

Chairperson Montalvo opened the public hearing at 5:33 pm and invited the public to express their comments.

Assistant Planning Director, Mariebelle Rodriguez informed the Commission on the final Re-plat to (1) for a waiver to eliminate the installation of sidewalk along the property frontage adjacent to Yucca Loop, (2) a variance from the requirement to construct concrete curb and gutter along the property frontage adjacent to Yucca Loop, (3) a

variance to proceed to final plat directly without first having obtained preliminary plat approval, and (4) final replat approval to subdivide re-subdivide an approximately 21, 750- square-foot lot into two 10, 873- square -foot-lots.

There were no more comments from the public. Therefore, Chairperson Montalvo closed the public at 5:37 p.m.

Motion: To approve final Re- Plat of Lot 92 in Block 1 of Las Brisas Subdivision.
Move: Jasso
Second: Salinas-Sanchez
Ayes: 5
Nays: 0
Absent: 0

NEW BUSINESS

3. Consideration and possible action on the final plat of BRP Pueblo Bess Subdivision

Assistant Planning Director Rodriguez informed the Commission on the final Re-plat to (1) a request for a waiver to eliminate the installation of sidewalks along the property frontage adjacent to Microstar Way, (2) a variance from the requirement to construct concrete curb and gutter along the property frontage adjacent to Microstar Way, (3) a variance to proceed to final plat directly without first having obtained preliminary plat approval, (4) a variance to pat a property less than 5- acres in size that had been conveyed prior to 1984, and (5) final replat approval to subdivide an approximately 1-acre tract into one commercial lot.

Motion: To approve final plat of BRP Pueblo Bess Subdivision.
Moved: Escobar
Second: Salinas- Sanchez
Ayes: 5
Nays: 0
Absent: 0

OLD BUSINESS

4. Consideration and possible action on the final plat of Rio Grande Estates Subdivision Unit 1.

Motion: To table item.
Moved: Escobar
Second: Jasso
Ayes: 5
Nays: 0
Absent: 0

OTHER BUSINESS

5. Consideration and possible action regarding the request submitted by TEC Services for the annexation of proposed Santa Maria Estates Subdivision Unit 1

Motion: To table item.
Moved: Salinas- Sanchez
Second: Escobar

Ayes: 5
Nays: 0
Absent: 0

6. Consideration and possible action on the six (6) month extension for the preliminary plat of Santa Maria Estates Subdivision Unit 1.

Planning Director, Placido Madera explained to the Commission that due to unseen circumstances and the current state of the economy the applicant is requesting a 6-month extension. He then provided the additional recommendation to add to extension which included:

- Annexation of Land
- Notarized affidavit guaranteeing 2nd ingress and egress
- Deceleration lane contribution (7.5% of cost, not to exceed \$15,000 total, divided into payment at each phase of development.
- Upon the development of Phase II of the subdivision of 3 years after the sale of 80% of the units included in Phase I, whichever comes first.

Motion: To approve six (6) month extension for the preliminary plat of Santa Maria Estates Subdivision Unit 1 with the terms and conditions set forward by the Planning Department.

Moved: Jasso
Second: Escobar
Ayes: 5
Nays: 0
Absent: 0

ATTEST:

Enrique Montalvo
Chairperson

Erika Rodriguez
Assistant City Secretary

Item # 2



Planning Department Executive Summary **REPORT TO THE PLANNING AND ZONING COMMISSION**

Final Replat Approval of Lot 2 in Block A of South Texas Bank Subdivision

I. BACKGROUND

A. General Information

Applicant: MJ Thomas Engineering, LLC
4700 Bryant Irvin Court, Suite 204
Fort Worth, Texas 76107

Owner: Falcon International Bank
c/o Noe Rodriguez
7718 McPherson Road
Laredo, Texas 78045

CJ Real Estate
c/o Matt Jamesen
3825 Camp Bowie Blvd W.
Fort Worth, Texas 76107

Location: 275 S. Bibb

Legal Description: Lot 2 in Block A of Texas State Bank Subdivision

Property ID Number: 4674

Request: Final replat approval to subdivide an approximately 3.79-acre tract into two (2) commercial lots, and a variance to proceed to final plat directly without first having obtained preliminary replat approval.

B. Subject Property Information

Parcel Size: 3.79-acres

Topography: Generally flat

Vegetation: Commercial Landscaping

Existing Use: Bank

Zoning: *B-1 Neighborhood Business District*

Master Plan: Commercial

C. Vicinity Data

The site is located within an area that features commercial development to the north, east, and south.

D. Infrastructure

The property is currently served by public utilities/franchises, including water, sanitary sewer, storm sewer, telephone, electric service, and garbage service.

Access to the site is provided by Bibb Avenue.

II. PUBLIC NOTICE

Public notification of the subdivision with variance requests before the Planning and Zoning Commission was completed consistent with the provisions of *Chapter 211* of the *State of Texas Local Government Code Title 7*.

III. RECOMMENDED FINDINGS OF FACT

A. Conclusions

1. The applicant's request contains sufficient information for consideration by the Planning and Zoning Commission. Information contained in this report and the Commission's public meeting will be used as part of the City Council's deliberation process for preliminary approval of the subdivision. Please refer to Attachment 1.
2. The subdivision is consistent with City design and specifications, as the subsequent development of the site will be required to conform to the following sections of *Article IV* in *Eagle Pass Code of Ordinances Chapter 23*:
 - ✓ *Section 23-62* governing utility easements
 - ✓ *Section 23-64* governing sidewalks
 - ✓ *Section 23-66* governing sanitary sewage disposal
 - ✓ *Section 23-67* governing potable water supply and fire flow
 - ✓ *Section 23-68* governing storm drainage
 - ✓ *Section 23-69* governing the size of building lots, including lot width, lot depth, lot orientation, and building setback areas
 - ✓ *Section 23-71* governing the installation and inspection of utility lines
3. The subdivision and the subsequent development of the property is consistent with City design and specifications for landscape and tree preservation set forth in *Article VI* in *Eagle Pass Code of Ordinances Chapter 23*.
4. City of Eagle Pass Code of Ordinances Section 23-11 states that the Planning and Zoning Commission must find that the subdivision variance comply with the criteria in order to the grant the subdivision variance. The following is a summary of this application's compliance with the criteria:

- The subdivision variance to proceed directly to Final Replat without first having obtained Preliminary Replat approval as required by *City of Eagle Pass Code of Ordinances Section 23-36(a)*
5. The subdivision of the property will conform to the parkland dedication requirements set forth in *Article V in Eagle Pass Code of Ordinances Chapter 23* as a one-time fee will be collected as part of any subsequent building permit issued for the property.
 6. The subdivision of the property is in conformance with the provisions of the *Master Plan* and the *Eagle Pass Code of Ordinances* by facilitating the following benefits:
 - Protect private rights while considering public health, safety and welfare.
 - Provide for efficient and economical ways to move people and goods outside the City by an adequate plan for streets and highways.
 - Guide future development in an orderly manner, by stages according to a pattern, so that the City may have a balanced land use.
 - Encourage a diversified economic base, and encourage public and private investments in land and improvements.
 - Prevent and eliminate blight and slums, making the City attractive to people, commerce, and industry.
 - Create the desire for a more pleasing appearance of the City, and incorporate into its physical development the basic principles of good design.
 - Protect and preserve the identity of each neighborhood through use of the guidance provided by the *Master Plan* and the *Code of Ordinances*.
 - Locate all land uses on land best suited for their needs, arranged in such a way as to be mutually beneficial and functional, with ample area to meet long-term needs.
 - Establish a proper relationship between open space, developed areas, building bulk, light and air space, in all future development programs of land use.
 - Encourage and abet the development of civic, cultural, and other public and quasi-public buildings in harmonious and functional groupings.
 7. The subdivision will allow for a use of the property that is consistent with the commercial purpose of the *B-1 Neighborhood Business District* for the following reasons:
 - A. The subdivision design bears a substantial relationship to the public's health, safety, and welfare.
 - B. The subdivision is in accordance with the policies of the Master Plan and the business purpose of the *B-1 Neighborhood Business District*.
 - C. The subdivision is warranted because of the necessity to create additional building lots in the *B-1 Neighborhood Business District*, and because the proposed development is appropriate to accomplish the reasonable use of the property.

- D. The subject property is suitable for development in general conformance with development standards of the *B-1 Neighborhood Business District*.
- E. The subdivision will benefit the City as a whole and will not be detrimental to nearby land uses of a similar nature.
- F. The subsequent development will be designed and conditioned to comply with all applicable subdivision criteria and standards of the City of Eagle Pass.

Please refer to Attachment 2 for a copy of the *Master Plan Map* and a copy of the *Zoning District Map* for the City of Eagle Pass.

- 8. The approval of this final replat request is warranted, as the project conforms to the *City of Eagle Pass Master Plan* and the *City of Eagle Pass Code of Ordinances* as noted in Conclusion 1 through and including Conclusion 7 of this report.

C. Planning Department Recommendation

The Planning and Zoning Commission (1) **GRANT** the subdivision variance to proceed directly to Final Replat without first having obtained Preliminary Replat approval as required by *City of Eagle Pass Code of Ordinances Section 23-36(a)* and (2) **GRANT** Final approval of the proposed *Replat of Lot 2 in Block A of Texas State Bank Subdivision*, subject to the plat complying with the provisions of *Article III of City of Eagle Pass Code of Ordinances Chapter 23* governing procedures and specifications for Final Plats.

TRANSMITTED to the parties listed hereafter:
 MJ Thomas Engineering, LLC via e-mail
 Eagle Pass Planning and Zoning Commission via e-mail
 Planning & Zoning Commission Report dated November 16, 2020

Attachment 1 Application



PLANNING DEPARTMENT

3285 Bob Rogers Drive, Eagle Pass, TX 78852 • Telephone: (830) 773-7781 • Fax: (830) 773-7803
www.eaglepass.tx.us • planning@eaglepass.tx.us

SUBDIVISION APPLICATION

TYPE OF SUBDIVISION (check one):

☐ Preliminary ☐ Final ☐ Replat ☐ Amendment ☐ Short Form Final

Property Legal Description: Lots 2A & 2B, Block A

Maverick County Property Identification Number(s): _____

Name of Addition: Texas State Bank Subdivision

Location of Addition: 275 S Bibb Avenue

Number of Residential Lots: 0 Number of Commercial Lots: 2 Gross Acreage: 5.05

Number of New Street Intersections: 0 Linear feet of Streets: 663.02

Is Subdivision inside city limits? Yes ☒ No ☐ (); If so, Zoning District: B1

Existing Land Use: Bank

Proposed Land Use: Bank/Coffee Shop

Requested Variances: _____

PROPERTY OWNER:

Name: Falcon International Bank

Address: 7718 McPherson Road

City: Laredo

State: TX Zip: 78045

Signature: _____

Contact: Noe A. Rodriguez

Phone: 830-752-4412

Fax: 830-752-4468

E-mail: Noerodriguez@falconbank.com

Date: 11/4/20

PROPERTY OWNER:

Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Signature: _____

Contact: _____

Phone: _____

Fax: _____

E-mail: _____

Date: _____

APPLICANT/SUBDIVIDER:

Name: CJ Real Estate
 Address: 3825 Camp Bowie Blvd W.
 City: Fort Worth
 State: TX Zip: 76107
 Signature: Matt Jamesen

Contact: Matt Jamesen
 Phone: (817) 665-2343
 Fax: _____
 E-mail: mj@haydnecutler.com
 Date: November 3, 2020

SURVEYOR:

Name: Fletes Surveying Co. #1998
 Address: 16103 County Road 4052
 City: Kemp
 State: TX Zip: 75143
 Signature: [Signature]

Contact: _____
 Phone: (956) 251-3722
 Fax: _____
 E-mail: surveyor.fletes@yahoo.com
 Date: Nov. 4, 2020

ENGINEER:

Name: MJ Thomas Engineering, LLC.
 Address: 4700 Bryant Irvin Court, Suite 204
 City: Fort Worth
 State: TX Zip: 76107
 Signature: [Signature]

Contact: Michael Thomas
 Phone: (817) 732-9839
 Fax: (817) 732-9841
 E-mail: mickeyt@mjthomaseng.com
 Date: _____

PRINCIPAL CONTACT: ☐ Owner ☐ Applicant ☐ Surveyor ☒ Engineer

All City communication regarding the subdivision will be directed only to the designated principal contact.

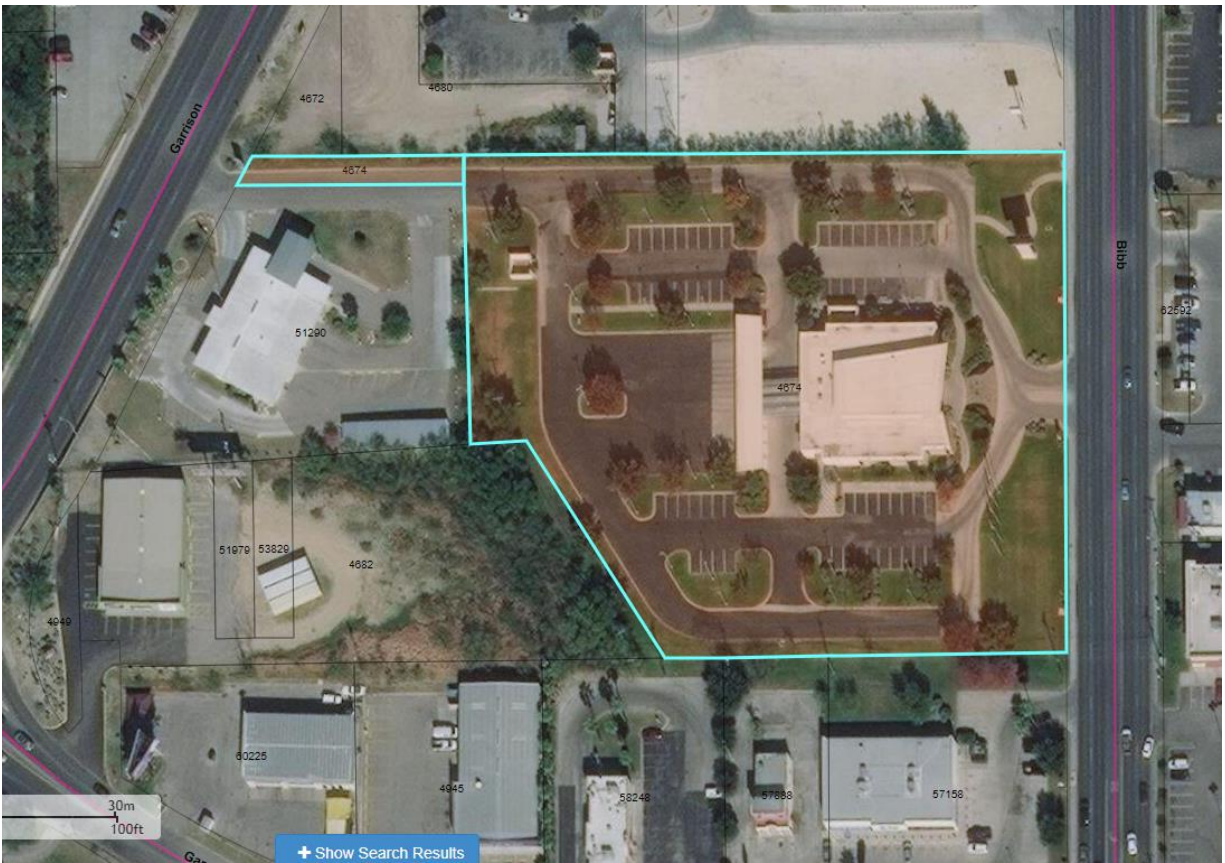
STATEMENT OF APPLICANT

The information contained in this subdivision application contains true and accurate information provided to the best of my ability. I acknowledge that the City of Eagle Pass will use the information contained herein as the basis for the review of the subdivision application's conformance with the provisions of *City of Eagle Pass Code of Ordinances Chapter 23*.

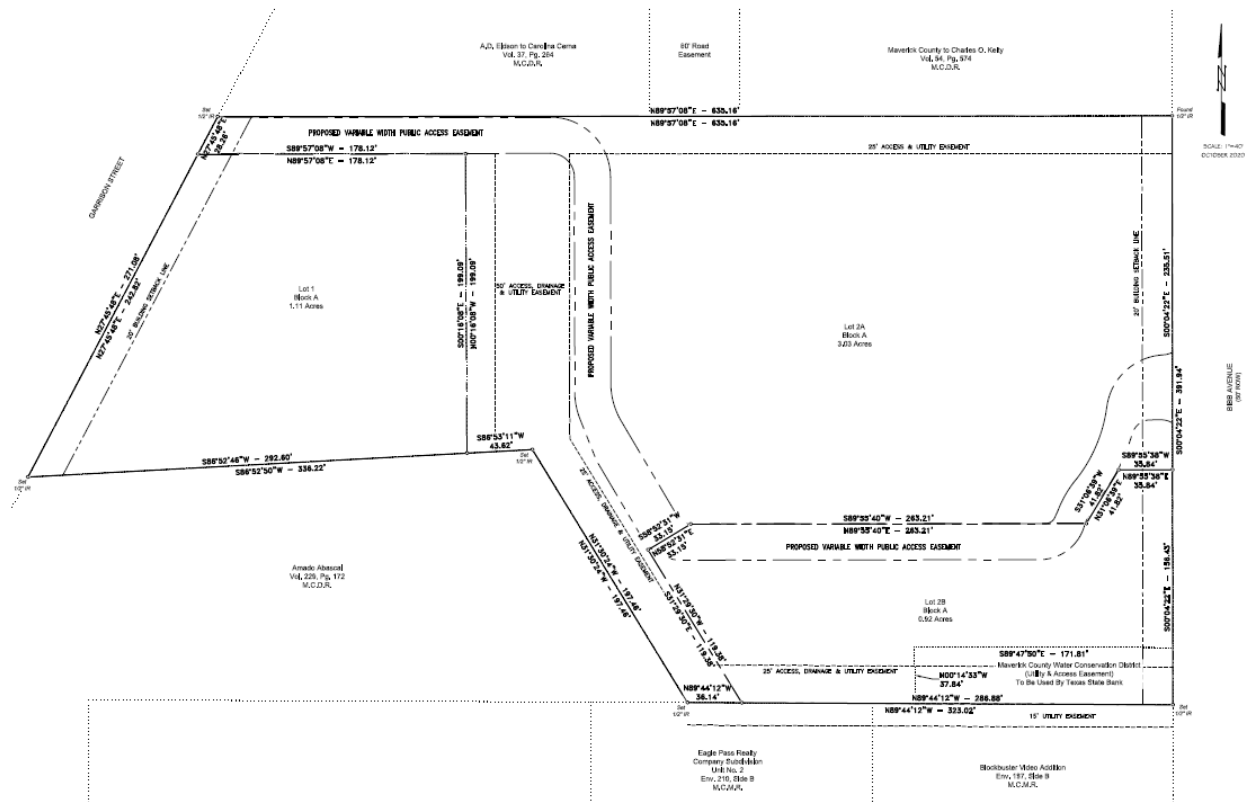
I understand that the City of Eagle Pass may use third party engineering peer review services. I acknowledge and agree that I am responsible for the payment of services attributable to my project, and that the preliminary approval process or final approval process will not proceed until and unless I have provided payment for the aforementioned services.

Matt Jamesen
 Applicant Signature

November 3, 2020
 Date



Plat Drawing



[illegible]

[illegible]

Attachment 2 Master Plan and Zoning Map

Master Plan



Zoning Map

