



PLANNING & ZONING COMMISSION

City Commissioner's Room

118 S. Cage Blvd. December 26, 2017 - 6:00 p.m.

A meeting of the Planning & Zoning Commission of the City of Pharr was held on Monday, December 26, 2017. The meeting was called to order by Danny Wylie at 6:00 p.m. at the City Commissioners' Room, located at 118 S. Cage Blvd., 2nd Floor, Pharr, Texas.

ATTENDANCE

MEMBERS PRESENT: Danny Wylie Charlie Ramirez
 Tom Greuner Andy Castro
 Romeo Robles

ABSENT: Rafael Mungua Luis Madrigal

OTHERS PRESENT: See attached list

STAFF PRESENT: Roland Gomez, Assistant Director of Development Services
 Cristina Garcia, Senior Planner
 Della Robles, Planner I
 George Martinez, Building Official
 Rita Galvan, Secretary
 John Rigney, City Attorney

CALL TO ORDER

Danny Wylie called the meeting to order at 6:00 p.m. and welcomed all to the meeting. Roll call established a quorum.

APPROVAL OF MINUTES

Danny Wylie proceeded with the approval of the minutes of December 11, 2017.

Danny Wylie stated there was a correction to be made where Dr. Fletcher stated he "is" a member to be changed to he "was" a member of the P&Z. He also advised on the 5th line talking about the noise ordinance it should be construction not constriction.

John Rigney clarified that Dr. Fletcher meant he was a member of the P&Z because he was P.O.'ed and needed z's so that change did not have to be made but to add a side note that he was not a P&Z board member.

Rita Galvan, Secretary, stated the minutes would be corrected.

There being no further discussion, Romeo Robles moved to approve the minutes of December 11, 2017, with corrections. Charlie Ramirez second the motion and when put to a vote, it polled as follows:

D. Wylie: Approve
T. Greuner: Approve
L. Madrigal: Absent
A. Castro: Approve

C. Ramirez: Approve
R. Robles: Approve
R. Munguia: Absent

The motion carried unanimously to approve the minutes of December 11, 2017, with corrections.

PUBLIC COMMENTS:

Danny Wylie asked if anyone had signed up to speak at the Public Comments portion of the meeting. Rita Galvan, Secretary, advised K.C. Fletcher had signed up for public comments. Danny Wylie called forth K.C. Fletcher.

An individual approached the podium and introduced himself as Kenneth C. Fletcher, residing at 504 South Diplomat and stated:

- He had a silent night except for the noise of construction of the HVAC that was put in against the ordinance and work was being done after 8:00 p.m. There was three nights of that.
- He would like to speak about due process. He would like to know if the Chairman had signed a waiver with the Irrigation District regarding the plat for the Melden & Hunt's West Oak Manor Subdivision. In a book he purchased, when he was on the Planning and Zoning Board, there is a flow chart and he was concerned about the plat process and that there is 24 pages in the book regarding that process. Based on his layman's reading of the material, they are on Step 8 of the process and construction can't begin until Stage 12. He knows that sometimes the holdup is with the county and sometimes projects still go on but it is a lack of due process.
- Only in this forum a picture cannot be presented or else he could show the Commission a picture of West Oak Manor on the 800 Block of Sugar Road. The streets are in, the underground electricity is in, and he assumes the sewer lines are in as well; but, they do not have a notice to proceed. They are still on Step 8 and that should not happen till Step 11.
- He would like to know if it's a short plat procedure because he does not believe it is going correctly. Even if he is wrong, at least this is being looked at from another prospective and that is the value of the public hearing. The word public means anyone, a voter, or anyone in the community and he definitely is that.
- Thanked the Commission.

PUBLIC HEARING:

No items were presented for Public Hearing.

PLAT APPROVAL:

Cristina Garcia introduced herself as Senior Planner for the City of Pharr and advised she had two (2) items to be presented to the Commission and proceeded to introduce the first plat as follows:

MAAS ENGINEERING, LLC

Rep. MARIA BLANCA CRUZ AND OCTAVIO AVENDANO

MONJA BLANCA SUBDIVISION

SUB#170614

M.A.S. Engineering LLC., representing Maria Blanca Cruz and Octavio Mauricio Flores Avendaño, Owner's, are requesting preliminary plat approval of the proposed Monja Blanca Subdivision. The property is legally described as being a 8.00 acre tract of land out of Lot 233, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 1100 Block of West Hall Acres Road. The property is currently zoned mostly Single Family Residential District (R-1) with the north portion, approximately 200 ft., being General Business District (C). The adjacent zones are Single Family Residential District (R-1) and Agricultural & Open Space District (A-O) to the north, Single Family Residential District (R-1) to the east, Single Family Residential District (R-1) and General Business District (C) to the west and Agricultural & Open Space District (A-O) and a portion being the city limits to the south. The property is designated for single family residential use in the Land Use Plan. The property's proposed use is single family residential lots and one commercial lot. No variances are being requested. Development Services recommends preliminary plat approval of the proposed Monja Blanca Subdivision subject to the following conditions:

STREETS, PAVING AND R.O.W.:

1. Add: "dedicated by plat" for the 50' R.O.W for S. Dominique Street.
2. Show the dimension for the entrance and label the R.O.W.
3. Provide a 25'x25' corner clip on the northwest corner of Lot 1.
4. Interior corner clips to be 15'x15'.
5. Show the center line for W. Hall Acres Rd. and label existing or proposed R.O.W.
6. W. Hall Acres R.O.W missing additional 10' R.O.W for a total of dedicated 40-ft. R.O.W.
7. Curb & gutter must be 24-inch and be reinforced.
8. Provide dimensioned road cross section.
9. Verify street cross section to meet city of Pharr standards.
10. Provide plan for pavement markings and traffic signs. Place traffic signs at curves (chevron) and speed limit sign.

EASEMENTS:

1. Provide a 15' utility easement exclusive to the City of Pharr.
2. No U.E. crossing H.C.I.D. #2 as per Javier Lopez from irrigation Dist.

**EASEMENTS
CONTINUED:**

3. On Lots 36 & 19 show a 15' Exclusive easement for HCID#2, from the property line north 15'.
4. Add electrical easements for street lights
5. Show all existing easements.

**SIDEWALK:
ADA:**

1. Public improvements will include sidewalk along Lot A, on the north side of Lot 20 and the west side of south Dominique St. (first 270 ft. south of W. Hall Acres Road).
2. Provide ADA details.

FIRE PROTECTION:

1. See attach comments.

WATER:

1. Need to install 2- 45 degree elbows.
2. Need to install a water valve on S. side of the 45 degree elbow at Lot 20.
3. Need to install a valve on N. side of fire hydrant on Lot 31.
4. Need to install a water valve on N. side of 90 degree elbow on Lot 36.
5. Need two (2) true loop water connections.
6. Need to show details to all connections to distribution system.
7. Hydrant valves to be on main line.
8. Must use polyethylene tubing for water services.
9. All parts must be brass.
10. Follow City of Pharr construction standards manual.

SEWER:

1. All sewer services will need to be under water line.
2. All sewer services crossing at water line locations will need casing.
3. Will need to relocate manhole from lot 10 to lot line of Lots 10 and 11.
4. Will need 16-inch steel casing under W. Hall Acres Rd.
5. Sewer services must be wye's not Tee's.
6. Need to show detail on sewer connections to collection system.
7. Follow City of Pharr construction standards manual.

DRAINAGE:

1. All storm water line connections to inlets must be at a 90 degree angle.
2. Will require a discharge permit.
3. Outfall for commercial Lot 1 missing.
4. Need approved drainage report signed and sealed by P.E.
5. Provide S.W.P.P.P. with N.O.I.
6. Use standard drainage directive.

**DRAINAGE
CONTINUED:**

7. Note #10, City of Pharr will not be responsible for drainage detention area. The Home Owners Association will be responsible to maintain this area.
8. Include plot of the design hydraulic grade line.
9. Detention pond slopes must be 3:1 (H:V) minimum.
10. Need to provide depth of pond.
11. Remove 18-inch RCP running across detention pond.

OTHER:

1. Show existing recorded subdivision to the north of W. Hall Acres Rd., on cover sheet.
2. Provide details of manhole covers.
3. Label all monuments on plat layout.
4. Add: "W" for West Hall Acres Rd.
5. Remove the dimension from plat, 34' within proposed street.
6. Fix overlapping text on metes and bounds.
7. Plat note #2 redo the order of the lots.
8. Plat note #7 add, the northing and easting.
9. Plat note #8 & 9, combine and sidewalk shall be 5' not 4'.
10. Remove plat note 9, check your plat note numbers duplicates.
11. Remove plat note: 11, 13 and 19.
12. Detention notes to be combined.
13. On owners signature block add name of Owner and line.
14. Add ATTEST for City clerk signature.
15. Verify RPLS signature block.
16. Missing drainage values in second plat note #9.
17. Provide net or gross acreage call out in plat layout.
18. Call out project location.
19. Location map needs to include names of recorded subdivisions.
20. Add note: Lot 1, will only be allowed access on the west side of property.

Danny Wylie advised that this item did not require a public hearing and opened the item to the Planning and Zoning Commission for discussion and action.

- Tom Gruener asked if the property to the southwest was going to be landlocked. Cristina Garcia stated that she wasn't sure if that had access easement.
- Charlie Ramirez stated that if the scale was larger you would be able to see that property has access through the back.
- Tom Gruener stated the property on the south side looked to be landlocked as well.
- Roland Gomez, Assistant Director for Development Services stated they had access through Rancho Blanco Road. Charlie Ramirez stated that there is a county access road for access to these lots because of a power station nearby.
- Cristina Garcia stated that the department could verify before final plat approval that there is an access easement for the lots in question.

- Danny Wylie decided to table the discussion. Roland Gomez advised that because it is a subdivision and there is not approval within 30 days the proposed subdivision is automatically approved the way it is submitted.
- Mario Salinas, M.A.S. Engineering, approached the podium and asked which area was in question. Cristina Garcia indicated to the property in question and Mr. Salinas advised the Commission that they do have access and that he would verify it.
- John Rigney, City Attorney, asked if subdivision he was planning to plat on was not the same owner as Pedro Castillo for that piece of property. Mario Salinas stated it was not. John Rigney asked if it was being split off that particular property and Mario Salinas affirmed that it was not.
- John Rigney asked if they had been using the land of the proposed subdivision to access that land and Mario responded that he was not aware if there were or not.
- Danny Wylie stated they would proceed to the second plat then they would convene into executive session for both items if needed.
-

MELDEN & HUNT, INC.
Rep. ZARAGISA HINOJOSA, JR

WEST OAK MANOR SUBDIVISION
SUB#170718

Cristina Garcia, Senior Planner, introduced the second item as follows:

Melden & Hunt Inc, representing Shavi Mahtani, President of Domain Development Corp., is requesting final plat approval of the proposed West Oak Manor Subdivision The property is legally described as a being a re-subdivision of 31.939 acres out of Lot 87, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 5400 Block of North Sugar Road. The property is currently zoned Single Family Residential District (R-1). The adjacent zones are Mobile Home District (R-MH) to the north, Townhouse Residential District (R-TH) and Agricultural and/or Open Space District (A-O) to the east, Agricultural and/or Open Space District (A-O) to the south and High Density Multi-Family Residential District (R-4) and Agricultural and/or Open Space District (A-O) to the west. The property is designated for multi-family residential and commercial use in the Land Use Plan. The property's proposed use is single family residential homes. No variances are being requested. Development Services recommends final plat approval of the proposed West Oak Manor Subdivision subject to the following conditions:

**STREETS, PAVING
AND R.O.W.:** 1. See attach comments.

EASEMENTS: 1. See attach comments.

**SIDEWALK:
ADA:** 1. See attach comments.

FIRE PROTECTION: 1. See attach comments.

WATER: 1. See attach comments.
2. Follow City of Pharr construction standards manual.

SEWER: 1. See attach comments.
2. Follow City of Pharr construction standards manual.

DRAINAGE: 1. See attach comments.

OTHER: 1. See attach comments.

Cristina Garcia advised this item will go before the City Commission meeting on January 02, 2018, at 4:00 p.m.

Danny Wylie advised that this item did not require a public hearing and opened the item to the Planning and Zoning Commission for discussion and action.

- Tom Gruener asked why the final inspection was denied. Cristina Garcia stated that staff had denied it because the sewer line was placed in the Irrigation District's easement but since the time of the inspection then the City Engineer and the Irrigation District have met and resolved that issue.

There being no further discussion, Tom Gruener **moved** to approve the request for final plat approval of the proposed West Oak Manor Subdivision. Charlie Ramirez second the motion and when put to a vote, it polled as follows:

D. Wylie: Approve	C. Ramirez: Approve
T. Greuner: Approve	R. Robles: Approve
L. Madrigal: Absent	R. Munguia: Absent
A. Castro: Approve	

Motion carried unanimously to approve the request for final plat approval of the proposed West Oak Manor Subdivision Phase.

The Planning and Zoning Commission went into executive session at 6:19 p.m.

The Planning and Zoning Commission reconvened at 6:36 p.m.

After reconvening from Executive Session the Planning and Zoning Commission advised that they would proceed with a motion for the preliminary plat approval of the proposed Monja Blanca Subdivision.

There being no further discussion, Tom Gruener **moved** to approve the request for preliminary plat approval of the proposed Monja Blanca Subdivision. Romeo Robles second the motion and when put to a vote, it polled as follows:

D. Wylie: Approve
T. Greuner: Approve
L. Madrigal: Absent
A. Castro: Approve

C. Ramirez: Approve
R. Robles: Approve
R. Munguia: Absent

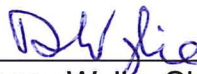
ANNOUNCEMENTS/OTHER BUSINESS: Roland Gomez announced after 19 years of service Janie Benedict, Development Services Administrative Assistant, would be retiring on Thursday, December 28, 2018.

ABSENTEE REPORT: Rita Galvan announced that Luis Madrigal and Rafael Munguia were out of town. Andy Castro moved the absent members be excused. Charlie Ramirez second the motion and when put to a vote, it polled as follows:

D. Wylie: Approve
T. Greuner: Approve
L. Madrigal: Absent
A. Castro: Approve

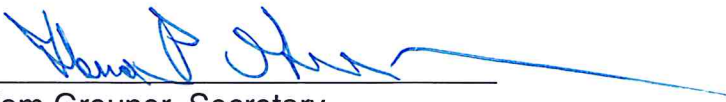
C. Ramirez: Approve
R. Robles: Approve
R. Munguia: Absent

ADJOURNMENT: There being no further business, Andy Castro moved that the meeting be adjourned. Charlie Ramirez second the motion. All members unanimously consented, the Planning and Zoning Meeting adjourned at 6:49 p.m.



Danny Wylie, Chairman

ATTEST:



Tom Greuner, Secretary