



AGENDA
PLANNING & ZONING COMMISSION
City Commissioner's Room
118 S. Cage Blvd. June 29, 2020 – 6:00 PM

In accordance with social distancing guidelines, the Planning and Zoning Commission meeting will not be open to the public, except for individuals who have elected to appear in person for Public Testimony and Public Hearing. The meeting will be via Videoconference and streamed live at www.pharr-tx.gov

The City of Pharr has called this meeting as allowed pursuant to Texas law, city charter, and city ordinances. The governing body may recess from day to day when it does not complete consideration of a particularly long subject as authorized by law.

If during the course of the meeting, the PLANNING & ZONING COMMISSION should determine that a closed, or executive session of the COMMISSION is required, then such closed or executive session or meeting is authorized by Sections 551.071 et seq. of the Texas Government Code. Notice of closed or executive session will be given after the commencement of the meeting covered by this notice.

Should any final action, decision, or vote be required in the opinion of the Commission with regard to any item during the meeting, then such final action, final decision, or final vote shall be made during the open meeting covered by this notice upon the reconvening of the public meeting.

In compliance with Section 551.041 et seq. of the Texas Government Codes, VTCS (Open Meetings Act), notice is given that the Planning & Zoning Commission will meet to consider and act upon the following:

PRESIDING:

A. CALL TO ORDER:

- 1) Roll call and possible action on the excusing of any absent member.

B. PUBLIC TESTIMONY: (Ordinance No. O-2019-45). A person intending on addressing the governing body may speak at a scheduled meeting of the governing body following registration with the presiding clerk and prior to the scheduled meeting. A registered speaker may speak only on items on the agenda and may not exceed 1.5 minutes when addressing the board regarding an agenda item. A registered speaker may not donate time to another speaker. A sign-in form for public testimony shall be promulgated by the presiding clerk and be made available at the city clerk's office. A person may sign up for public testimony beginning at the time the agenda is posted for the meeting. A person may not sign up later than one hour before the posted meeting is scheduled to begin. No registered speaker may be allowed to speak regarding an item once the public testimony portion of the agenda has ended.

C. APPROVAL OF MINUTES:

- 1) Minutes of June 8, 2020.

D. PUBLIC HEARING: (Ordinance No. O-2019-31). A registered speaker during the public hearing may not exceed 1.5 minutes when addressing the board. A sign-in form for participation in public a hearing shall be promulgated by the presiding clerk and be made available at the city clerk's office. The public hearing sign-in form shall include the person or entity's name, address, telephone number, other contact information, organization if applicable, and other notices, authorizations, and acknowledgements as may be allowed by law from time to time. No registered speaker may be allowed to address the governing body once the public hearing has closed.

E. PLATS:

- 1) Javier Hinojosa Engineering, representing ILse A. Vidaurri, Executive Director for Pharr Bridge Investments Company, LP, is requesting preliminary and final plat approval of the proposed Pharr Bridge Business Park Phase III Subdivision. The property is legally described as being a 7.78 acres of land, being part or portion of Lot 378, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 900 Block of West Zaragoza Drive. **SUB#200517**

F. ANNOUNCEMENTS/OTHER BUSINESS:

G. CLOSED SESSION: In accordance with Chapter 551 of the Texas Gov't. Code, the Planning and Zoning Commission hereby gives notice that it may meet in a closed (non-public) executive session to discuss the items listed on the public portion of the meeting agenda.

Pursuant to Section 551.071, the Commission may convene in a closed, non-public meeting with its attorney and discuss any matters related to **legal advice on pending or contemplated litigation, settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.072, the Commission may convene in a closed, non-public meeting to discuss any matters related to real property and deliberate the purchase, exchange, lease, or value of **real property as such would be detrimental to negotiations between the City and a third party in an open meeting.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.074, the Commission may convene in a closed, non-public meeting to discuss any matters related to **appointment, employment, evaluation, reassignment, duties and discipline or dismissal of a public officer or employee and to hear any complaints or charges against an officer or employee.** The City and its attorney may also discuss such issues with the appropriate staff including members so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.076, the Commission may convene in a closed, non-public meeting to discuss any matters on the **deployment, or specific occasions for implementation, of security personnel or devices.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.084, the Commission may convene in a closed, non-public meeting to discuss any matters involving an **investigation and may exclude a witness from hearing during the examination of another witness in the investigation.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

Pursuant to Section 551.087, the Commission may convene in a closed, non-public meeting to discuss any matters regarding **economic development issues.** The City and its attorney may also discuss such issues with the appropriate staff so as to obtain necessary and relevant information so that such discussion is informative and developed.

H. RECONVENE: *into Regular Session, and consider action, if necessary on any items(s) discussed in closed session.*

I. ADJOURNMENT:

I, certify that the above notice of public hearing was posted on the bulletin board at City Hall on this the 26th day of June 2020 at 10:00 a.m., and on the City of Pharr web site (www.pharr-tx.gov)



[Signature]
for Hilda Pedraza, City Clerk

MINUTES
PLANNING & ZONING COMMISSION
City Commissioner's Room
118 S. Cage Blvd. June 08, 2020 - 6:00 p.m.

A meeting of the Planning & Zoning Commission of the City of Pharr was held on Monday, June 08, 2020 and following is the record of attendance.

MEMBERS PRESENT: Danny Wylie Rafael Munguia
 Charlie Ramirez Andy Castro
 Romeo Robles

**MEMBERS PRESENT
VIA VIDEO**

CONFERENCE: Jonathan Larraga Luis Madrigal

ABSENT: None.

OTHERS PRESENT: See attached list

STAFF PRESENT: Roland Gomez, Assistant Director
 Eddie Martinez, Planner II
 Della Robles, Planner I
 Anaisa Licerio, Planner I
 Roy Rodriguez, Interim Building Official
 Iris Mata, Secretary
 Patricia Rigney, City Attorney

ITEM A. CALL TO ORDER

Chairman, Danny Wylie, called the meeting to order at 6:00 p.m. Roll call established a quorum.

ITEM B. PUBLIC TESTIMONY

None.

ITEM C. APPROVAL OF MINUTES

1) MINUTES OF MAY 26, 2020

Chairman, Danny Wylie, introduced the item.

There being no discussion Rafael Munguia moved to **approve** the minutes of May 26, 2020. Romeo Robles seconded the motion and when put to a vote, it carried unanimously.

ITEM D. PUBLIC HEARING

- 1) KANS & KEGS #2, LLC. HAS FILED WITH THE PLANNING AND ZONING COMMISSION A REQUEST FOR CONDITIONAL USE PERMIT TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A GENERAL BUSINESS DISTRICT (C). THE PROPERTY IS LEGALLY DESCRIBED AS BEING 0.035 ACRE TRACT OF LAND, MORE OR LESS, OUT OF LOT 1, BLOCK 2, LOS MARINEROS SUBDIVISION PHASE 1, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY'S PHYSICAL ADDRESS IS 2508 SOUTH CAGE BOULEVARD. CUP#200524**

Anaisa Licerio, Planner I, introduced the item and stated the property is currently zoned General Business District (C). The surrounding area is zoned General Business District (C) to the north and east, Single-Family Residential District (R-1) and Neighborhood Commercial District (N-C) to the west, and Agricultural and or Open Space District (A-O) to the south. This area is generally designated for commercial use in the Land Use Plan. She further reported twenty-two (22) surrounding property owners were notified of the request by letter and a legal notice was published in the Advance News Journal. She stated staff received no response to the letters or the legal notice.

Anaisa Licerio, Planner I, further stated staff recommended approval of the request for a Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C) subject to applicant and site being in compliance with all City Ordinances and City Department requirements.

Chairman, Danny Wylie, opened the public hearing and asked if anyone signed up to speak. There being no one in the affected area who signed up, the public hearing was closed. Mr. Wylie opened the item for discussion and action.

There being no discussion Rafael Munguia moved to **approve** the request for a Conditional Use Permit and Late Hours Permit in a General Business District (C). Charlie Ramirez seconded the motion and when put to a vote, it carried unanimously.

- 2) KANS & KEGS #4, LLC. HAS FILED WITH THE PLANNING AND ZONING COMMISSION A REQUEST FOR CONDITIONAL USE PERMIT TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION IN A GENERAL BUSINESS DISTRICT (C). THE PROPERTY IS LEGALLY DESCRIBED AS BEING ALL OF LOTS 30 AND 31, BLOCK 5, EVANS SUBDIVISION NO. 3, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY'S PHYSICAL ADDRESS IS 6804 SOUTH CAGE BOULEVARD. CUP#200525**

Anaisa Licerio, Planner I, introduced the item and stated the property is currently zoned General Business District (C). The surrounding area is zoned General Business District (C) to the north, south, and east and Single-Family Residential District (R-1) to the west. This area is generally designated for commercial use in the Land Use Plan. She further reported thirty-three (33) surrounding property owners were notified of the request by letter and a legal notice was published in the Advance News Journal. She stated staff received one (1) telephone call for information and one (1) telephone call in favor of the item.

Anaisa Licerio, Planner I, further stated staff recommended approval of the request for a Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C) subject to applicant and site being in compliance with all City Ordinances and City Department requirements.

Chairman, Danny Wylie, opened the public hearing and asked if anyone signed up to speak. There being no one in the affected area who signed up, the public hearing was closed. Mr. Wylie opened the item for discussion and action.

Rafael Munguia asked staff how long are the Conditional Use Permit valid before renewal.

Anaisa Licerio, Planner I, stated the Conditional Use Permit is recommended for one (1) year before renewal.

There being no further discussion Charlie Ramirez moved to **approve** the request for a Conditional Use Permit to allow the sale of alcoholic beverages for on-premise consumption in a General Business District (C). Andy Castro seconded the motion and when put to a vote, it carried unanimously.

ITEM E. PLAT APPROVAL

- 1) M GARCIA ENGINEERING LLC, REPRESENTING RUBEN FONSECA, VICE PRESIDENT OF EAT FONSECA, LLC., IS REQUESTING FINAL PLAT APPROVAL OF THE PROPOSED EAST PARK SUBDIVISION. THE PROPERTY IS LEGALLY DESCRIBED AS A TRACT OF LAND CONTAINING 2.09 ACRES OF LAND AND BEING PART OR PORTION OF LOTS 13 AND 14, L.R. BELL DEVELOPMENT "E" SUBDIVISION, PHARR, HIDALGO COUNTY, TEXAS. THE PROPERTY IS LOCATED WITHIN THE 1700 BLOCK OF NORTH VETERANS BOULEVARD ("I" ROAD). SUB#200618**

Eddie Martinez, Planner II, introduced the item. He stated the property is currently zoned General Business District (C). The adjacent zones are General Business District (C) to the north, Single Family Residential District (R-1) to the south, Agricultural and/or Open Space District (A-O) to the west and City limits to the east. The property is designated for commercial and single family residential use in the Land Use Plan. He added no variances were being requested and staff recommended final plat approval of the proposed East Park Subdivision subject to the conditions.

At this time Chairman, Danny Wylie, advised a public hearing was not required and opened the item for discussion and action.

There being no discussion Rafael Munguia moved to **approve** the request for final plat approval of the proposed East Park Subdivision. Charlie Ramirez seconded the motion and when put to a vote, it carried by majority. Luis Madrigal abstained from the vote.

ITEM E. ANNOUNCEMENTS/OTHER BUSINESS

None.

ITEM F. CLOSED SESSION

None.

ITEM G. RECONVENE

None.

ITEM H. ADJOURNMENT

There being no further business Romeo Robles moved to **adjourn** Charlie Ramirez second the motion and when put to a vote, the motion carried unanimously. Meeting adjourned at 6:11 p.m.

Chairman, Danny Wylie

ATTEST:

Andy Castro, Secretary

APPROVED:_____



MEMORANDUM

DATE: MONDAY, JUNE 22, 2020

TO: PLANNING AND ZONING COMMISSION

FROM: DEVELOPMENT SERVICES

SUBJECT: PHARR BRIDGE BUSINESS PARK PHASE III SUBDIVISION
FILE NO. **SUB#200517**

GENERAL INFORMATION:

APPLICANT: Javier Hinojosa Engineering, representing ILse A. Vidaurri, Executive Director for Pharr Bridge Investments Company, LP, is requesting preliminary and final plat approval of the proposed Pharr Bridge Business Park Phase III Subdivision.

LEGAL DESCRIPTION: The property is legally described as being a 7.78 acres of land, being part or portion of Lot 378, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas.

LOCATION: The property is located within the 900 Block of West Zaragosa Drive.

ZONING: The property is currently zoned Limited Industrial District (L-I). The adjacent zones are Limited Industrial District (L-I) to the north, east, west and Agricultural and/or Open Space District (A-O) to the south. The property is designated for industrial use in the Land Use Plan.

PROPERTY PROPOSED USE: Warehouse.

VARIANCES: None requested.

RECOMMENDATIONS: Development Services recommends preliminary and final plat approval of the proposed Pharr Business Park Phase III Subdivision subject to the following conditions set before you:

STREETS, PAVING AND R.O.W.: 1. In compliance.

- EASEMENTS:**
1. Need letter from gas company to allow parking within R.O.W.(easement).
 2. Add easements for fire hydrants on plat layout.
 3. In compliance.
- SIDEWALK:
ADA:**
1. Shall follow same alignment from Pharr Business Park Phase II.
- FIRE PROTECTION:**
1. See attached comments.
- WATER:**
1. See attached comments.
 2. Follow City of Pharr construction Standards Manual.
- SEWER:**
1. See attached comments.
 2. Follow City of Pharr construction Standards Manual.
- DRAINAGE:**
1. See attached comments from engineering department and public works.
- OTHER:**
1. Provide signatures for engineer and surveyor.
 2. On location map show existing recorded subdivisions.
 3. On plat layout the bearings & distances do not match with metes & bounds, verify. (make sure it matches Phase II recorded plat)
 4. Verify call out on metes & bounds its calling for the easterly direction. (8th paragraph)
 5. Provide all details, street, sewer and water.
 6. In compliance.
 7. Certificate of occupancy will not be issued until subdivision plat is recorded and public improvements completed.
 8. Show existing street lighting plan.
 9. Provide full subdivision name.

This item will go before the City Commission meeting on July 06, 2020 at 4:00 p.m.



Pharr Fire – Rescue
118 S. Cage Blvd. 3rd Floor
Pharr, Texas 78577
Tel: (956) 402-4400 Fax: (956) 475-3433



Subdivision: Pharr Bridge Business Park Subdivision Phase III

Reviewed By: Mike Navarro

Date: 06-10-2020

1. All designed waterlines shall be a minimum of eight (8) inch for residential and (8-12) inch in diameter for commercial and (12) inch of better for industrial areas unless fire flow requires larger lines for commercial areas.
2. All designed waterlines shall be looped on a fire department approved water main (Utilities shall be in place including fire hydrants before any construction above the slab)
3. Fire hydrants shall be installed at a maximum of 300 ft. intervals in any mercantile district and every 600 ft. in residential areas and shall be **FACTORY YELLOW** from the manufacture with a minimum arrangement being so as to have a hydrant available for distribution to hose to any portion of any building in the premises at distances not exceeding 400 ft., but in no case shall hose lengths be greater than 400 ft. The distance shall be measured on a roadway surface meeting the fire department access requirements of 503.1 International Fire Code 2012.
4. All premises where building or portions of buildings are located more than 300 ft. from a main street fire hydrant: system shall be provided with approved on-site fire hydrant (s) and water mains capable of supplying adequate fire flow approved by the Fire Officials.
5. Street names shall be provided prior to or during the per-construction meeting for review and approval. No street name shall be duplicated within the City of Pharr and its E.T.J. Alignment of new streets with existing streets shall take precedence over new street name assignment.
6. During construction, when combustibles are brought on the site in such quantities as deemed hazardous by the Fire Official, access roads and a suitable temporary supply of water acceptable to the Fire Department shall be provided and maintained.
7. \$25.00 fee for each Blue Marker to be affixed on payment by city to indicate location of a fire hydrant. **FIRE HYDRANT COLOR MUST BE FACTORY YELLOW FROM MANUFACTURE PRIOR TO INSTALLATION.**
8. Contractor testing waterlines shall dispose highly chlorinated water. (Hazardous Waste)
9. Fire lanes must be painted RED: 15 feet on each side of hydrant (total 30 feet) * with lettering at least 3 inches tall. **FIRE LANE – TOW AWAY ZONE.**
10. Any new subdivision with GATED COMMUNITY SECURITY SYSTEMS must obtain the Fire Department approved Knox Box Switch –Rapid Entry System made by the Knox Company (Phone Number 800-552-5669 Fax 949-623-4647) or an approved fire department siren system before subdivision's final approval of 503.5 in International Fire Code 2012: Where security gates are installed, with a minimum of 20 ft. (6096 mm) clearance shall be maintained and a means for emergency operations shall be provided and maintained as approved by the fire official.
11. Designed fire lanes or roads deemed necessary for fire department access by the fire official shall be established and maintained in an operable condition. 503.1 International Fire Code 2012: All weather surfaces must be in place before any final inspection is approved. Facilities, buildings or portions of buildings hereafter constructed shall be accessible to the department apparatus by a way of an approved fire apparatus access road with an asphalt, or concrete driving surface capable of supporting the imposed load of fire apparatus weighting at least 75,000 pounds.
12. Access road width with a hydrant. Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet, exclusive of shoulders.
13. All water valves (hydrant and main) shall be open prior to final inspection.
14. Public utilities personnel must be advised prior to opening and closing existing water valves.
15. Must meet City of Pharr Standards Manual Construction & Development Guide.

Additional Comments:

- Shall call out existing fire hydrants and shall show proposed fire hydrant on plans.
- Shall add Fire Hydrant Detail and valve detail to include a 30x30x6 concrete collar.
- Fire hydrant shall be 3 feet away from curb or 1 foot away from sidewalk.
- Shall show on plans access road to be 26 ft wide.
- Shall show on plans access road to have a turnaround for Fire Apparatus. Or access all around the building.
- Shall show on plans easements around Fire Hydrants.
- Shall reflect legend to match plans regarding Fire Hydrants, and concrete.
- Recommendation Fire hydrants be muller band for easy repair and maintenance.

STAFF REVIEW COMMENTS FOR:

PHARR BRIDGE BUSINESS PARK

PHASE III SUBDIVISION

COMMENTS:

Initials: R. B.

JUNE 15, 2020

WATER:

- Will need to center 12" W.L. on S. Side of the property to the center of the easement
- Will need to place 12" W.L. located on the E. side of the property in a green area
- Will need to install 2 W.V. on the S. E. corner of the property
(1 on the N. side of the Tee and 1 on the E. side of the Tee for the flush valve)
- Will need a 12" W.V. on the N.E. corner of the property
- Water Service will need to be a 12" x 2" all brass saddle
(reducers will not be allowed as shown)
- Will need in south west corner 2 bents 12"
- Follow City of Pharr Construction Standards Manual

SEWER:

- Sewer service to property line only
- Sewer service will remain private
- Follow City of Pharr Construction Standards Manual

Developer/Owner/Responsible Party must comply with the conditions stated above. WATER METERS WILL NOT BE INSTALLED IF THERE IS A failure to comply with ANY OF THE conditions. METERS WILL BE INSTALLED UPON PAYMENT AND COMPLIANCE WITH ALL CONDITIONS STATED. By signing this you understand you must comply with the condition(s) or the water meter(s) will not be installed.

Print Name: _____

Signature: _____

Date: _____

SUBDIVISION: Pharr Bridge Business Park
Subdivision Phase III

DATE: June 11, 2020

REVIEW: Preconstruction (revised comments plans dated 5-20-2020)

PLAT
1. Provide P.E. signature. 2. Provide RPLS signature. 3. Note No. 5--- Remove the comment, "6" behind back of curb. 4. Note No. 7---Please include northing and easting for BM No. 6. <u>Northing:16563137.028, & Easting:1077655.765</u> 5. Add Note---"Owners to maintain ROW and perimeter of subdivision.

SITE PLAN
1. Please include all pertinent City of Pharr details (waterline bedding, fire hydrant, valve box with concrete collar dimensions, water service, sanitary sewer service, sidewalk, ADA ramps and landing, curb and gutter, concrete driveway). 2. Please include drainage and grading plan. 3. Please include cross-section details of utilities intersection. 4. Waterline along east side to be placed in the green area.

DRAINAGE
1. Drainage plan to be reviewed and approved at building permit stage.

ADDITIONAL COMMENTS

SUBDIVISION: Pharr Bridge Business Park
Phase III**DATE:** 6/9/2020Residential/Commercial: 7.78 acres

Staff Review:

Plat Notes:

- Revise note # 5 to say... 5' sidewalk with A.D.A. ramps and landings will be required to be constructed during construction permit phase along any street. unless otherwise stated.

NOTE ON PLAT

- Remove line No.8
- Revise note # 13 to say... Owners are to maintain detention/retention areas. **NOTE ON PLAT**
- Owners to maintain ROW and perimeter of subdivision. **NOTE ON PLAT**
- Developer to construct fence for lots abutting/fronting any drain ditch regardless of who owns it. **NOTE ON PLAT**

General Notes:

- All drainage construction shall comply with City of Pharr Standards.
- Storm water drainage requirements not considered through the subdivision process will be addressed at building permit stage
- An approved drainage report is required for all new subdivisions and/or development(s).

- SWPPP will be required before Notice to Proceed (NTP) is issued; SWPPP will be submitted at Pre-Construction Meeting.
- Need a digital copy (in USB) and three (3) hard copies of SWPPP.
- Erosion and sediment control plan.
- Street light detail plans to be included at building permit.



