



AGENDA
PLANNING & ZONING COMMISSION
City Commissioner's Room
118 S. Cage Blvd. December 26, 2017 – 6:00 PM

The City of Pharr has called this meeting as allowed pursuant to Texas law, city charter, and Ordinance O-2015-28. The governing body may recess from day to day when it does not complete consideration of a particularly long subject as authorized by law. All persons desiring to address the governing body must register with the presiding city clerk prior to the scheduled meeting.

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:

B. ROLL CALL:

C. APPROVAL OF MINUTES:

Minutes of December 11, 2017

D. PUBLIC COMMENTS: (Ordinance No. O-2015-28) A registered speaker may speak on several items or topics of public concern; however, a speaker may not exceed three (3) minutes as a whole when addressing the board. A registered speaker may not donate time to another speaker. No more than five (5) registered persons may speak at a scheduled meeting. A sign-in form must be filled out prior to the meeting to allow the registered speaker to address the governing body.

E. PUBLIC HEARING: (Ordinance No. O-2015-28). A registered speaker during the public hearing may not exceed three (3) minutes when addressing the board. A sign-in form for participation in public a hearing shall be promulgated by the city 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.

F. PLATS:

A) 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.

B) 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.

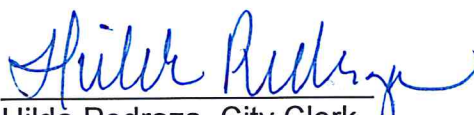
G. ANNOUNCEMENTS/OTHER BUSINESS:

H. ABSENTEE REPORT:

I. ADJOURNMENT:

I, certify that the above notice of public hearing was posted on the bulletin board at City Hall on this the 21st day of December, 2017 at 3:00 p.m. , and on the City of Pharr web site (www.pharr-tx.gov)




Hilda Pedraza, City Clerk

REVIEWED ASST DIR  DIRECTOR 



PLANNING & ZONING COMMISSION

City Commissioner's Room

118 S. Cage Blvd. December 11, 2017 - 6:00 p.m.

A meeting of the Planning & Zoning Commission of the City of Pharr was held on Monday, December 11, 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
Luis Madrigal
Andy Castro
Rafael Munguia
Charlie Ramirez
Tom Greuner
Romeo Robles

ABSENT:

OTHERS PRESENT: See attached list

STAFF PRESENT: Roland Gomez, Assistant Director of Development Services
Cristina Garcia, Senior Planner
Eddie Martinez, Planner II
Della Robles, Planner I
George Martinez, Building Official
Rita Galvan, Secretary
Felipe Pedraza, Assistant Fire Marshal
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 November 13, 2017.

Luis Madrigal stated there needed to be a correction on page 17 there was a mistake and that Andy Castro had moved to excuse absent members and Charlie Ramirez had second the motion.

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

There being no further discussion, Charlie Ramirez **moved** to approve the minutes of

November 13, 2017 with corrections. Andy Castro second the motion and when put to a vote, it polled as follows:

D. Wylie: Approve
T. Greuner: Approve
R. Munguia: Approve
A. Castro: Approve

C. Ramirez: Approve
R. Robles: Approve
L. Madrigal: Approve

The motion carried unanimously to approve the minutes of November 13, 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 signed up for public hearing. People ask him why he studies the ordinances so much and he said because they are always changing.
- There was a Mayor's Chairman meeting today and they passed out ordinance books that were about 4 inches thick.
- He is a P&Z member because he was PO'ed because he isn't getting enough Z's because of the noise from Costco.
- There is an ordinance in his neighborhood he believes is not being enforced. There needs to be a wall between his neighborhood and Costco that is sound proof and is 14 feet tall. There is an ordinance section 134.31 that states the barrier can be as tall as need be to accomplish the task but it may have been amended due to it being brought up in the past.
- On the noise ordinance it states that construction should not be going on after 8:00 pm and when he gets home from a hard day's work construction is still going on at Costco and fueling station 9:00 pm.
- The residents of Pharr should all have the same set of rules and should be enforced the same as well.
- Would like to know the status of a very dangerous intersection on West Lee Street which one of our commissioners lives on.
- Thanked the commission.

PUBLIC HEARING:

Della Robles introduced herself as Planner I for the City of Pharr and stated she had six (6) items for recommendation and proceeded to introduce the first item as follows:

Juanita Muñoz, representing Iglesia Centro de Poder de Dios, has filed with the Planning and Zoning Commission a request for a Life-of-the-Use Conditional Use Permit to allow a church in a General Business District (C). The property is legally described as being 0.05 acre tract of land, more or less out of Lot 1, Pamaad Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 1603 North Cage Boulevard, Suites 4, 5 and 6. The property is currently zoned General Business District (C). The surrounding area to the north and east is zoned General Business District (C) and the south and west is zoned Residential Mobile Home District (R-MH). This area is generally designated for commercial use in the Land Use Plan. Two (2) surrounding property owners were notified of the request by letter and a legal notice was published in the Advance News Journal. Staff received no response to the letters or the legal notice. Development Services is recommending approval of the request for a Life-of-the-Use Conditional Use Permit to allow a church in a General Business District (C) subject to the following conditions:

1. This Conditional Use permit shall be issued for the Life-of-the-Use and issued to the current owner only;
2. Parking requirements as per Ordinance;
3. If the need arises for expansion, applicant shall advise the city and it will be necessary for the Planning & Zoning Commission to reconsider this permit;
4. The applicant shall comply with the Landscaping and Sign Ordinance;
5. Any change in ownership or applicant conducting business shall terminate this Conditional Use Permit;
6. A building permit and Certificate of Occupancy will be required and current standard building codes must be observed; if applicable.
7. The following shall be considered as grounds for the revocation of a Conditional Use Permit:
 - Any change in use or change in extent of use, area or location of the building being used.
 - Failure to allow periodic inspections by representatives of the City of Pharr at any reasonable time.
 -
 - Conditional Use Permits that have been revoked may not be applied for again until a period of one year has lapsed from the date of revocation.

Della Robles advised this item will go before the City Commission meeting of December 18, 2017 at 4:00 p.m. and advised the applicant was in the audience.

Danny Wylie advised this item requires a public hearing and asked if there was anyone in the audience wishing to address this item, either for or against, to please come forth. Rita Galvan advised no one signed up for Public Hearing. There being no one who signed up,

Danny Wylie closed the Public Hearing and opened the item to the Planning and Zoning Commission for discussion and action.

- Charlie Ramirez asked how many people would be attending this church. Della Robles advised the applicant stated there were 25 parishioners.
- Danny Wylie asked in there would be a safety report. Della Robles stated it was an existing church and she is just adding Suite 6 for her office space.
- Danny Wylie asked if they had a current CUP and insurance.
- Della stated they received their first CUP in September 12, 2011 and it was Suite 10 at that time. When they moved to Suites 4 and 5 they applied for a new CUP and on December 05, 2016, they were approved by City Commission and now she wanted to add Suite 6 for her office.

There being no further discussion, Luis Madrigal **moved** to approve the request for a Life-of-the-Use Conditional Use Permit to allow a church in a General Business District (C). Rafael Munguia second the motion and when put to a vote, it polled as follows:

D. Wylie: Approve
T. Greuner: Approve
R. Munguia: Approve
A. Castro: Approve

C. Ramirez: Approve
R. Robles: Approve
L. Madrigal: Approve

Motion carried by unanimous vote to approve the request for a Life-of-the-Use Conditional Use Permit to allow a church in a General Business District (C).

**TERESA FLORES, Rep. HIDALGO COUNTY HEAD START
LONGORIA HEAD START**

**CUP-LOU
CUP#171162**

Della Robles, Planner I, introduced the second item as follows:

Teresa Flores, representing Hidalgo County Head Start Program (Longoria Head Start), has filed with the Planning and Zoning Commission a request for Life-of-the-Use Conditional Use Permit to allow an Institutional Use (school) in a Single-Family Residential District (R-1). The property is legally described as being a 9.05 acre tract of land, more or less out of Lot 142, Kelly-Pharr Tract, Pharr, Hidalgo County, Texas. The property's physical address is 2500 North Cypress Street. The property is currently zoned Single-Family Residential District (R-1). The surrounding area is zoned General Business District (C), Agricultural and/or Open Space District (A-O), Heavy Commercial District (H-C) and Single-Family Residential District (R-1) to the south, Multi-Family Residential District (R-4) and Single-Family Residential District (R-1) to the north, Single-Family Residential District (Small Lots) (R-1A) to the west and Residential Mobile Home District (R-MH) to the east. This area is generally designated for public/semipublic use in the Land Use Plan. Sixty two (62) surrounding property owners were notified of the request by letter and a legal notice was published in the Advance News Journal. Staff received no response to the letters or the legal notice. Development Services is recommending **approval** of the request for a Life-of-the-Use Conditional Use Permit to allow an Institutional Use (school) in a Single-Family Residential District (R-1) subject to the following conditions:

1. This permit shall be for the Life-of-the-Use and issued to the current owner only;
2. Applicant shall comply with all City of Pharr Ordinances and codes, any violation will terminate this Conditional Use Permit;
3. A fire alarm system must be installed in every unit and/or classroom;
4. An all weather surface must be provided for emergency access; and
5. The following shall be considered as grounds for revocation of the Conditional Use Permit; and
 - Any change in use or change in extent of use, area or location
 - Failure to allow periodic inspections by representatives of the City of Pharr at any reasonable time
 - Conditional Use Permits that have been revoked may not be applied for again until a period of one (1) year has lapsed from the date of revocation.

Della Robles advised this item will go before the City Commission meeting of December 18, 2017 at 4:00 p.m. and advised the applicant was in the audience.

Danny Wylie advised this item requires a public hearing and asked if there was anyone in the audience wishing to address this item, either for or against, to please come forth. Rita Gaivan advised there was no one signed up for Public Hearing. There being no one who signed up, Danny Wylie closed the Public Hearing and opened the item to the Planning and Zoning Commission for discussion and action.

- Rafael Munguia asked if the school was an existing school. Della Robles affirmed and stated the Head Start program will be located inside the existing school. The school leases the area out to them every year.
- Roland Gomez, Assistant Director of Development Services stated that this item along with the next two items are Head Start Programs located within the PSJA School District and that they were existing schools.

There being no further discussion, Rafael Munguia **moved** to approve the request for Life-of-the-Use Conditional Use Permit to allow an Institutional Use (school) in a Single-Family Residential District (R-1). Charlie Ramirez second the motion and when put to a vote, it polled as follows:

D. Wylie: Approve
T. Greuner: Approve
R. Munguia: Approve
A. Castro: Approve

C. Ramirez: Approve
R. Robles: Approve
L. Madrigal: Approve

Motion carried by unanimous vote to approve the request for Life-of-the-Use Conditional Use Permit to allow an Institutional Use (school) in a Single-Family Residential District (R-1).

Della Robles, Planner I, introduced the third item as follows:

Teresa Flores, representing Hidalgo County Head Start Program (Palacios Head Start), has filed with the Planning and Zoning Commission a request for Life-of-the-Use Conditional Use Permit to allow an Institutional Use (school) in an Agricultural and/or Open Space District (A-O) and High Density Multi-Family Residential District (R-4). The property is legally described as being Lot 1, Thomas Road Elementary Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 801 East Thomas Road. The property is currently zoned Agricultural and/or Open Space District (A-O) and High Density Multi-Family Residential District (R-4). The surrounding area is zoned Agricultural and/or Open Space District (A-O) to the north, west and south and High Density Multi-Family Residential District (R-4) to the east. This area is generally designated for public/semipublic use in the Land Use Plan. Ten (10) surrounding property owners were notified of the request by letter and a legal notice was published in the Advance News Journal. Staff received no response to the letters or the legal notice. Development Services is recommending **approval** of the request for a Life-of-the-Use Conditional Use Permit to allow an Institutional Use (school) in an Agricultural and/or Open Space District (A-O) and High Density Multi-Family Residential District (R-4) subject to the following conditions:

1. This permit shall be for the Life-of-the-Use and issued to the current owner only;
2. Applicant shall comply with all City of Pharr Ordinances and codes, any violation will terminate this Conditional Use Permit;
3. A fire alarm system must be installed in every unit and/or classroom;
4. An all weather surface must be provided for emergency access; and
5. The following shall be considered as grounds for revocation of the Conditional Use Permit; and
 - Any change in use or change in extent of use, area or location
 - Failure to allow periodic inspections by representatives of the City of Pharr at any reasonable time
 - Conditional Use Permits that have been revoked may not be applied for again until a period of one (1) year has lapsed from the date of revocation.

Della Robles advised this item will go before the City Commission meeting of December 18, 2017 at 4:00 p.m. and that the applicant was in the audience.

Danny Wylie advised this item requires a public hearing and asked if there was anyone in the audience wishing to address this item, either for or against, to please come forth. Rita Galvan advised there was no one signed up for Public Hearing. There being no one who signed up, Danny Wylie closed the Public Hearing and opened the item to the Planning and Zoning Commission for discussion and action.

There being no discussion, Andy Castro **moved** to approve the request for Life-of-the-Use Conditional Use Permit to allow an Institutional Use (school) in an Agricultural and/or Open Space District (A-O) and High Density Multi-Family Residential District (R-4). Romeo Robles second the motion and when put to a vote, it polled as follows:

D. Wylie: Approve
T. Greuner: Approve
R. Munguia: Approve
A. Castro: Approve

C. Ramirez: Approve
R. Robles: Approve
L. Madrigal: Approve

Motion carried by unanimous vote to approve the request for Life-of-the-Use Conditional Use Permit to allow an Institutional Use (school) in an Agricultural and/or Open Space District (A-O) and High Density Multi-Family Residential District (R-4).

**TERESA FLORES, Rep. HIDALGO COUNTY HEAD START
CARMEN ANAYA HEAD START**

**CUP-LOU
CUP#171164**

Della Robles, Planner I, introduced the fourth item as follows:

Teresa Flores, representing Hidalgo County Head Start Program (Carmen Anaya Head Start), has filed with the Planning and Zoning Commission a request for Life-of-the-Use Conditional Use Permit to allow an Institutional Use (school) Head Start in an Agricultural and/or Open Space District (A-O). The property is legally described as being 18.56 acre tract of land, more or less out of Lot 327, Kelly-Pharr Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 1000 West Dicker Road. The property is currently zoned Agricultural and/or Open Space District (A-O). The surrounding area is zoned Single-Family Residential District (R-1) to the north, south, west and Agricultural and/or Open Space District (A-O) to the east. This area is generally designated for public/semipublic and commercial use in the Land Use Plan. One hundred seven (107) surrounding property owners were notified of the request by letter and a legal notice was published in the Advance News Journal. Staff received no response to the letters or the legal notice. Development Services is recommending **approval** of the request for a Life-of-the-Use Conditional Use Permit to allow an Institutional Use (school) in an Agricultural and/or Open Space District (A-O) subject to the following conditions:

1. This permit shall be for the Life-of-the-Use and issued to the current owner only;
2. Applicant shall comply with all City of Pharr Ordinances and codes, any violation will terminate this Conditional Use Permit;
3. A fire alarm system must be installed in every unit and/or classroom;
4. An all weather surface must be provided for emergency access; and
5. The following shall be considered as grounds for revocation of the Conditional Use Permit; and

- Any change in use or change in extent of use, area or location
- Failure to allow periodic inspections by representatives of the City of Pharr at any reasonable time
- Conditional Use Permits that have been revoked may not be applied for again until a period of one (1) year has lapsed from the date of revocation.

Della Robles advised this item will go before the City Commission meeting of December 18, 2017 at 4:00 p.m. and that the applicant was in the audience.

Danny Wylie advised this item requires a public hearing and asked if there was anyone in the audience wishing to address this item, either for or against, to please come forth. Rita Galvan advised there was no one signed up for Public Hearing. There being no one who signed up, Danny Wylie closed the Public Hearing and opened the item to the Planning and Zoning Commission for discussion and action.

- Danny Wylie asked how we got 107 letters out. Della Robles stated there were several residential subdivisions within the area.

There being no further discussion, Luis Madrigal **moved** to approve the request for a Conditional Use Permit for Life-of-the-Use Conditional Use Permit to allow an Institutional Use (school) an Agricultural and/or Open Space District (A-O). 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
R. Munguia: Approve	L. Madrigal: Approve
A. Castro: Approve	

Motion carried by unanimous vote to approve the request for a Conditional Use Permit for Life-of-the-Use Conditional Use Permit to allow an Institutional Use (school) an Agricultural and/or Open Space District (A-O).

MUY PIZZA-TEJAS, LLC
PIZZA HUT

CUP-ABC
CUP#171165

Della Robles, Planner I, introduced the fifth item as follows:

Muy Pizza-Tejas, LLC, dba Pizza Hut, has filed with the Planning and Zoning Commission a request for a 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 the East 125.0' out of Block 1, Palm Heights Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 1001 West Highway 83. The property is currently zoned General Business District (C). The surrounding area is zoned General Business District (C) to the south east and west and Rail Road R.O.W. lies to the north. The area is generally designated for commercial use in the Land Use Plan. The Police Chief and the Planning Department both recommend approval. Eleven (11) surrounding property owners were notified of the request by letter and a legal notice was published in the Advance News Journal. Staff received no response to the letters or the legal notice. Development Services Staff is recommending **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.

Della Robles advised the Commission that the applicant was in the audience.

Della Robles advised this item will go before the City Commission meeting of December 18, 2017 at 4:00 p.m. and that the applicant was in the audience.

Danny Wylie advised this item requires a public hearing and asked if there was anyone in the audience wishing to address this item, either for or against, to please come forth. Rita Galvan advised there was no one signed up for Public Hearing. There being no one who signed up, Danny Wylie closed the Public Hearing and opened the item to the Planning and Zoning Commission for discussion and action.

- Danny Wylie asked what the hours of operation were. Della Robles stated the hours of operation were 11:00 a.m. to 11:00 p.m. Monday through Friday and Saturday they stay open until midnight.
- Luis Madrigal asked if this establishment currently holds a CUP-ABC. Della affirmed but there was a change in ownership and they were required to obtain a new Conditional Use Permit.

There being no further discussion, Tom Gruener 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). Romeo Robles second the motion and when put to a vote, it polled as follows:

D. Wylie: Approve
T. Greuner: Approve
R. Munguia: Approve
A. Castro: Approve

C. Ramirez: Approve
R. Robles: Approve
L. Madrigal: Approve

Motion carried by unanimous vote 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).

MARGARITA'S MEXICAN GRILL & CANTINA, INC.

**CUP-ABC
CUP#171166**

Della Robles, Planner I, introduced the sixth item as follows:

Margaritas Mexican Grill and Cantina, Inc. has filed with the Planning and Zoning Commission a request for a 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 0.06 acre tract of land, more or less out of Lot 2, CVS Pharmacy No. 10142 Subdivision, Pharr, Hidalgo County, Texas. The property's physical address is 1305 South Cage Boulevard, Suites 1 and 2. The property is currently zoned

General Business District (C). The surrounding area is zoned General Business District (C) to the north, south and west and Single-Family Residential District (R-I) to the east. The area is generally designated for commercial use in the Land Use Plan. The Police Chief and the Planning Department both recommend approval. Seventeen (17) surrounding property owners were notified of the request by letter and a legal notice was published in the Advance News Journal. Staff received no response to the letters or the legal notice. Development Services Staff is recommending 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.

Della Robles advised this item will go before the City Commission meeting of December 18, 2017 at 4:00 p.m. and that the applicant was in the audience.

Danny Wylie advised this item requires a public hearing and asked if there was anyone in the audience wishing to address this item, either for or against, to please come forth. Rita Galvan advised there was no one signed up for Public Hearing. There being no one who signed up, Danny Wylie closed the Public Hearing and opened the item to the Planning and Zoning Commission for discussion and action.

- Andy Castro asked what the hours of operation for the establishment would be. Della Robles stated the hours would be Monday through Thursday from 10:30 a.m. to 9:00 p.m., Friday from 10:30 a.m. to 11:00 p.m., Saturday from 7:00 a.m. to 11:00 p.m. and Sunday from 7:00 a.m. to 3:00 p.m.
- Luis Madrigal asked if they wanted to have a special event such as a New Year's event would they be able to do that. Della Robles stated they did not apply for a late hour permit so they would not be allowed to.

There being no further discussion, Luis Madrigal 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). Rafael Munguia second the motion and when put to a vote, it polled as follows:

D. Wylie: Approve
T. Greuner: Approve
R. Munguia: Approve
A. Castro: Approve

C. Ramirez: Approve
R. Robles: Approve
L. Madrigal: Approve

Motion carried by unanimous vote 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).

PLAT APPROVAL:

Heriberto Martinez introduced himself as Planner II for the City of Pharr and advised he had one (1) item to be presented to the Commission and proceeded to introduce the plat as follows:

Javier Hinojosa Engineering, representing Zaragoza Hinojosa Jr., is requesting final plat approval of the proposed HRES-CK Pharr Subdivision Phase I. The property is legally described as a tract of land containing 2.23 acres of land and also being a part or portion of Lots 13, L.R. Bell Development "E" Subdivision, Pharr, Hidalgo County, Texas. The property is located within the 1100 and 1200 Block of East Ferguson Avenue. The property is currently zoned General Business District (C). The adjacent zones are General Business District (C) to the north, Agricultural and/or Open Space District (A-O) to the south and west and City limits to the east. The property is designated for commercial use in the Land Use Plan. The property's proposed use is a Circle K convenient store. No variances are being requested. Development Services recommends final plat approval of the proposed HRES-CK Pharr Subdivision Phase I subject to the following conditions:

**STREETS, PAVING
AND R.O.W.:**

1. Provide a 30'x30' corner clip for Lot 1, at E. Ferguson Ave. and N. Veterans Blvd.
2. Need driveway permit from TxDot

EASEMENTS:

1. All public utilities shall read "Exclusive Easement to City of Pharr".
2. Add a 15' Exclusive Easement along E. Ferguson Avenue.
3. Show all existing easements.

**SIDEWALK:
ADA:**

1. In compliance.

FIRE PROTECTION:

1. See attach comments.

WATER:

1. Need to replace waterline if it's an AC, need to upgrade to a 12" PVC.
2. 12" waterline to stop at the northwest corner of Lot 1.
3. Show the correct waterline size along N. Veterans Blvd.
4. Follow City of Pharr construction standards manual.

SEWER:

1. Sewer line to be exposed by public utilities to verify the depth of flow line.
2. Connect to existing sewer line, sewer line needs to be SDR26.
3. Follow City of Pharr construction standards manual.

DRAINAGE:

1. Need approved drainage report.
2. Did not identified site on FEMA FIRM, provide.
3. Need discharge permit from TxDot.
4. Need SWPPP with NOI.
5. Show calculations for "C" values in drainage report.

OTHER:

1. Construction plans shall be provided for approval of public improvements.

Heriberto Martinez advised this item will go before the City Commission meeting on December 18, 2017 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.

There being no discussion, Tom Gruener **moved** to approve the request for final plat approval of the proposed HRES-CK Pharr Subdivision Phase I. Charlie Ramirez second the motion and when put to a vote, it polled as follows:

D. Wylie: Approve
T. Greuner: Absent
R. Munguia: Approve
A. Castro: Approve

C. Ramirez: Approve
R. Robles: Approve
L. Madrigal: Absent
R. Sanchez: Approve

Motion carried unanimously to approve the request for final plat approval of the proposed HRES-CK Pharr Subdivision Phase I.

ANNOUNCEMENTS/OTHER BUSINESS: None.

ABSENTEE REPORT: Rita Gaivan announced that all members of the Planning and Zoning Commission were present.

ADJOURNMENT: There being no further business, Charlie Ramirez **moved** that the meeting be adjourned. Tom Gruener second the motion. All members unanimously consented, the Planning and Zoning Meeting adjourned at 6:28 p.m.

Danny Wylie, Chairman

ATTEST:

Tom Greuner, Secretary



MEMORANDUM

DATE: TUESDAY, DECEMBER 26, 2017
TO: PLANNING AND ZONING COMMISSION
FROM: DEVELOPMENT SERVICES

SUBJECT: MONJA BLANCA SUBDIVISION FILE NO. SUB#170614
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GENERAL INFORMATION:

APPLICANT: 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.

LEGAL DESCRIPTION: 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.

LOCATION: The property is located within the 1100 Block of West Hall Acres Road.

ZONING: 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.

PROPERTY PROPOSED USE: Single family residential lots and one commercial lot.

VARIANCES: None requested.

RECOMMENDATIONS: 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.
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.
7. Note #10, City of Pharr will note 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.



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



Subdivision: Monja Blanca Subdivision

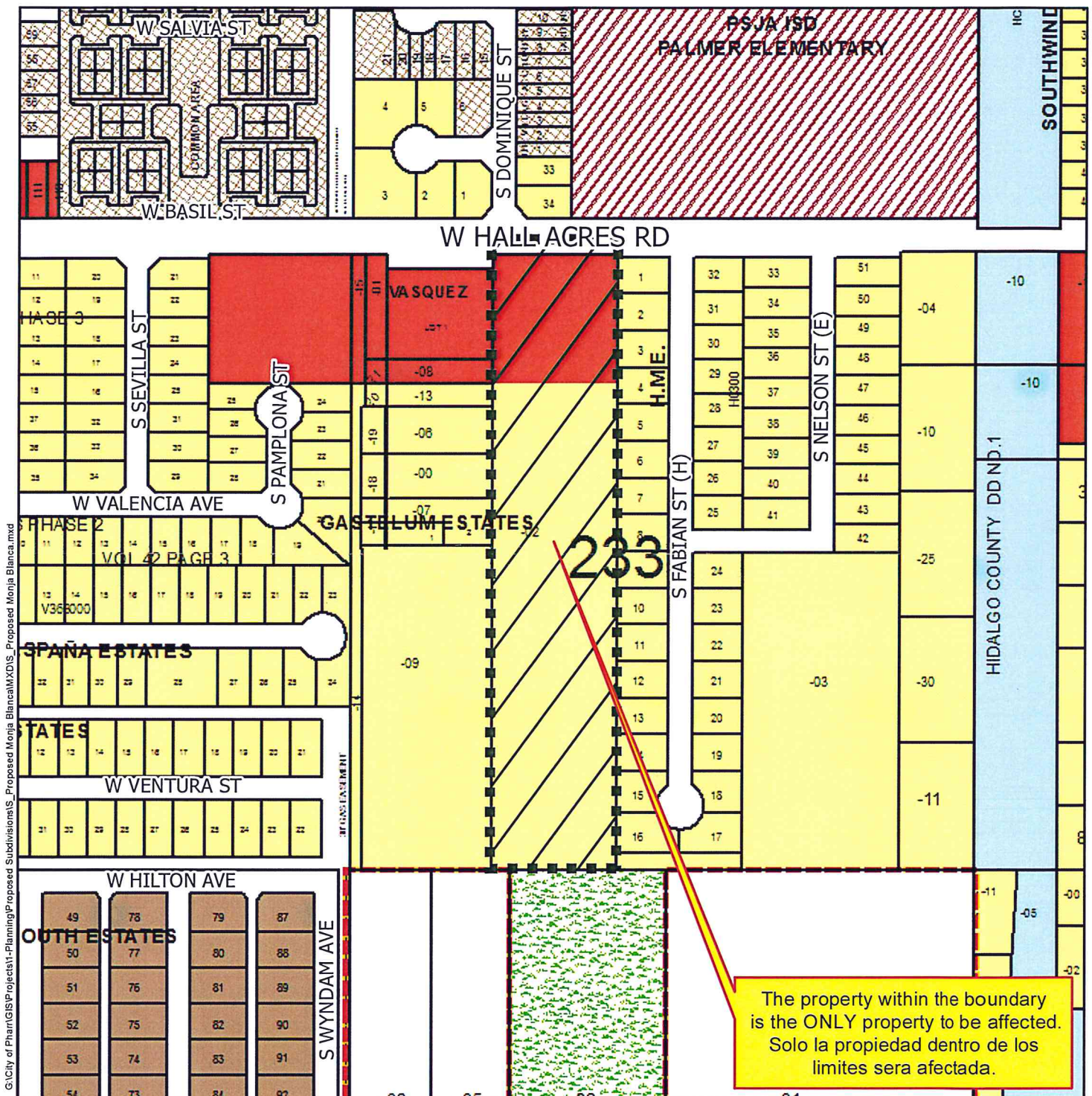
Reviewed By: Jacob Salinas Fire Marshal 9.8 Date: November 30, 2017

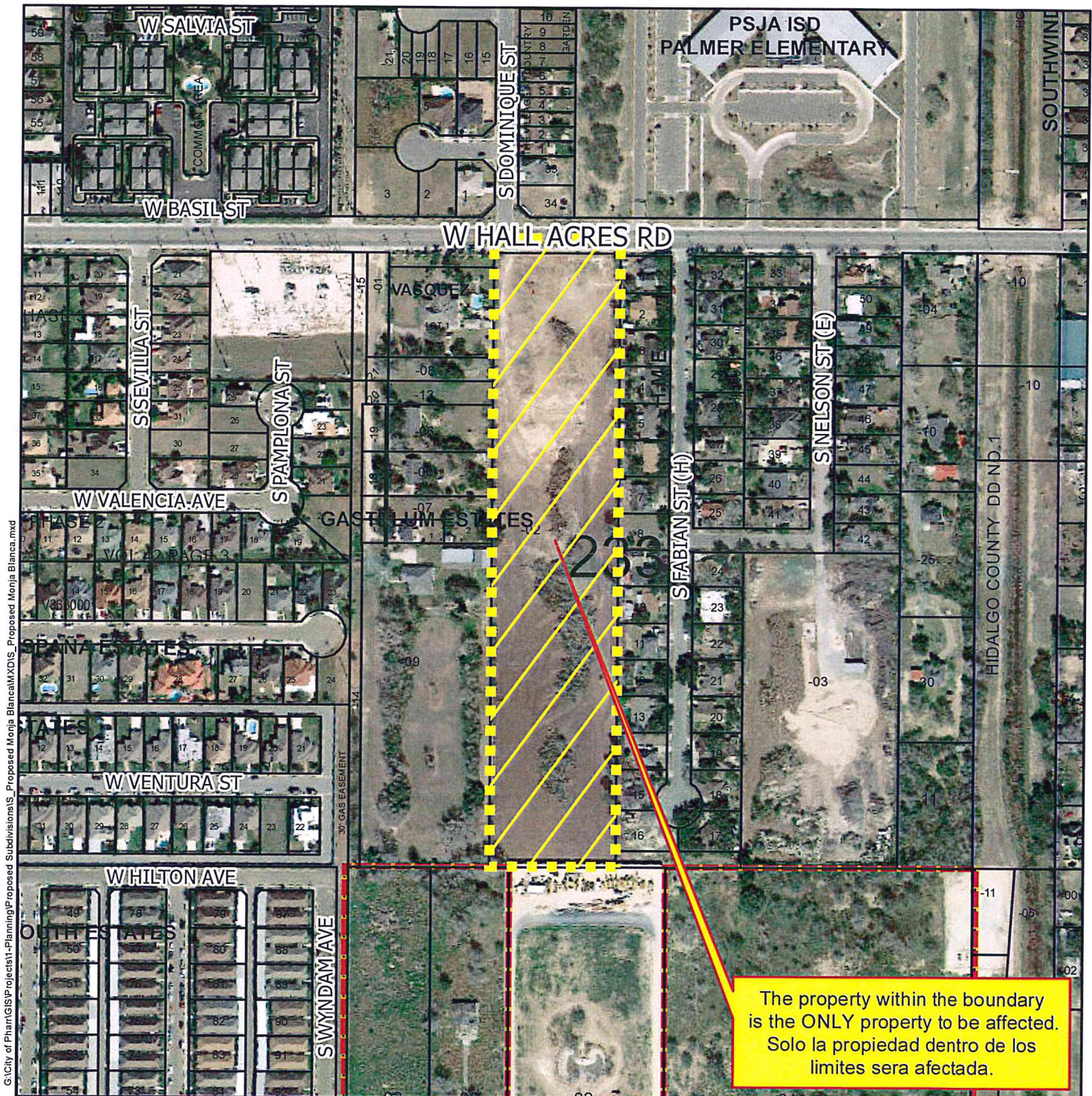
1. All designed waterlines shall be a minimum of eight (8) inch for residential and (8-12) inch in diameter for commercial and (12) inch of better for industrial areas unless fire flow requires larger lines for commercial areas.
2. All designed waterlines shall be looped on a fire department approved 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.

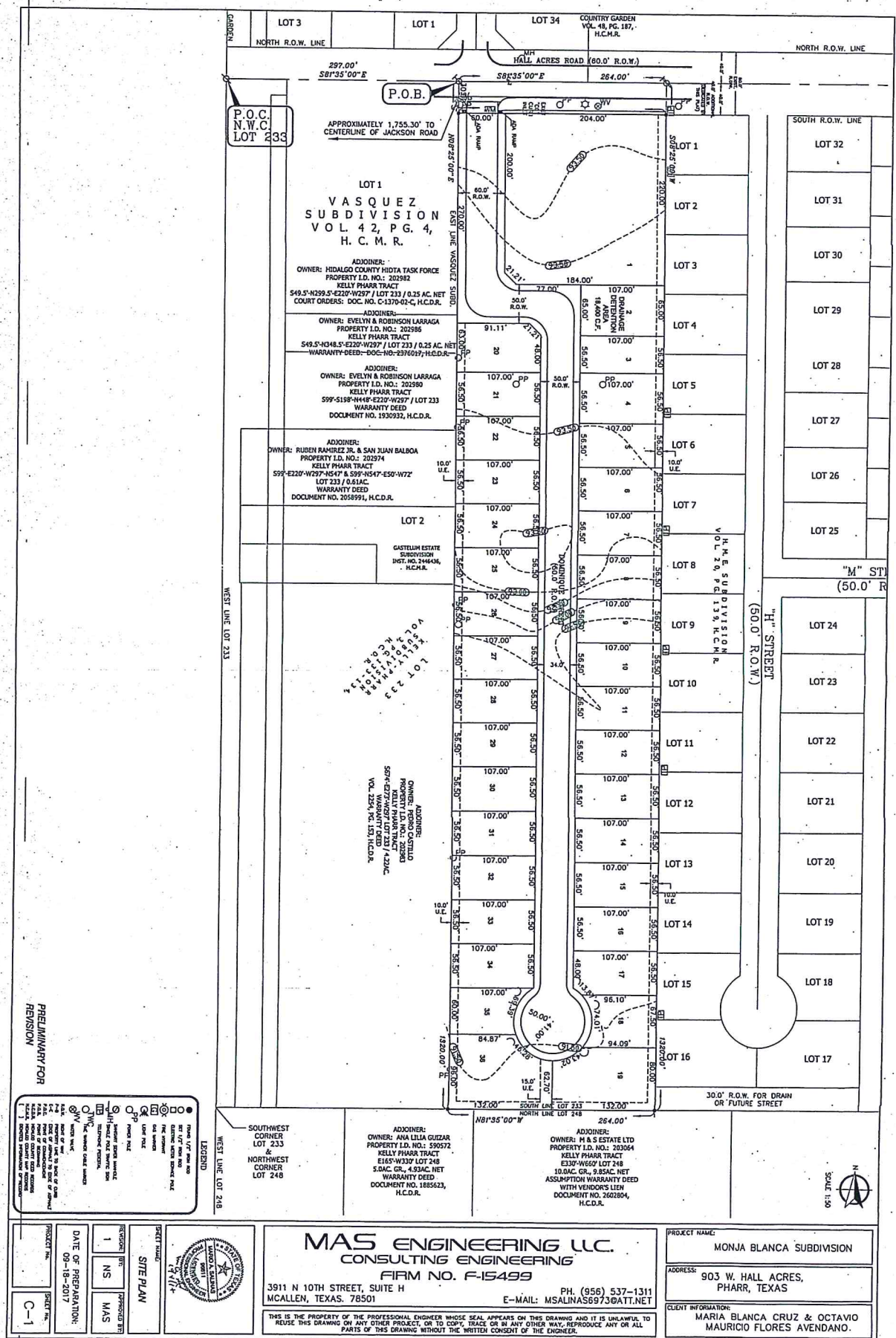
Additional Comments:

☒ Proposed 8-inch waterline must be properly looped into an approved water source.











MEMORANDUM

DATE: TUESDAY DECEMBER 26, 2017
TO: PLANNING AND ZONING COMMISSION
FROM: DEVELOPMENT SERVICES

SUBJECT: WEST OAK MANOR SUBDIVISION FILE NO. SUB#161230
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GENERAL INFORMATION:

APPLICANT: Melden & Hunt Inc, representing Shavi Mahtani, President of Domain Development Corp., is requesting final plat approval of the proposed West Oak Manor Subdivision.

LEGAL DESCRIPTION: 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.

LOCATION: The property is located within the 5400 Block of North Sugar Road.

ZONING: 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.

PROPERTY PROPOSED USE: Single family residential homes.

VARIANCES: None requested.

RECOMMENDATIONS: 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.

This item will go before City Commission on January 02, 2018 at 4:00 p.m.

FINAL INSPECTION

WEST OAK MANOR SUBDIVISION

COMMENTS: Initials: R.B. DECEMBER 20, 2017

☐ Approve ☐ Approved with Conditions ☒ Denied

WATER:

- All water valves need 30" x 30" x 6" Concrete collars
- Follow City of Pharr Construction Standards Manual

SEWER:

- Will need concrete collars around M/H 6' x 6' x 12"
- Offsite sewer to be resolved with H.C.I.D # 2
- Lift station to be decommissioned
- Need to connect sewer at Nolana location
- 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: West Oak Manor
N Sugar and Minnesota Rd.

DATE: 12/20/2017

COMMENTS
1. General housekeeping required 2. Clean curb and gutter within the subdivision, as well as the one off N. Sugar Rd. 3. Clean out all storm drains. There shall be no sediment build up or debris. 4. Cracks in all inlets must be repaired 5. Concrete washouts must be cleaned up

Please contact the Public Works Department with any questions on the comments listed above.

Ricardo Pedraza, P.E., Public Works Director

COMMENTS RECEIVED BY (SIGNATURE/PRINT)

DATE

**SUBDIVISION: West Oak Manor
(Final Walkthrough)****DATE: 12/20/17****Pavement & Sidewalks**

1. 5-ft ADA sidewalk along Sugar Rd. still pending review and construction.
2. Concrete islands on entrances to the subdivision not shown in plans. Plans shall be submitted to the affected departments for their approval. (Fire/Public Works/Engineering)
3. Striping for subdivision still pending.

Drainage

1. Cracks on Curb and Gutter to be retouched/fixed.
2. Curb and Gutter section near the Northeast Cul-de-Sac to be replaced as discussed to avoid ponding.
3. Cracks at Storm Inlets to be retouched/fixed.
4. Ditch widening shall be inspected in next visit.

Water

1. Valve Box Collars (30"x30") missing around the subdivision.
2. Corner Fire Hydrants on N. Robin Ave. offset shall be 3-ft from back of curb.
3. Paint fire lanes. (15-ft to each side of the hydrant).

Sewer

1. 6'x6' Concrete MH collars missing around the subdivision.
2. Issue with tie-in @ Nolana Ave. and sewer line on HCID No. 2 Easement shall be resolved before subdivision approval.
3. Lift Station #21 decommission still pending.

Additional comments

1. Provide general housekeeping to the inlets and C&G to remove any sediment or undesired materials.
2. Provide clean erosion control logs at every inlet in the subdivision.
3. Restore damaged silt fence throughout the subdivision.
4. Backfill behind curb and at all inlet locations to be uniform throughout the subdivision.
5. Street lights for subdivision still pending.



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Subdivision: West Oak Manor Subdivision Final

Reviewed By: Jacob Salinas Fire Marshal Date: 12/20/17

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Additional Comments:

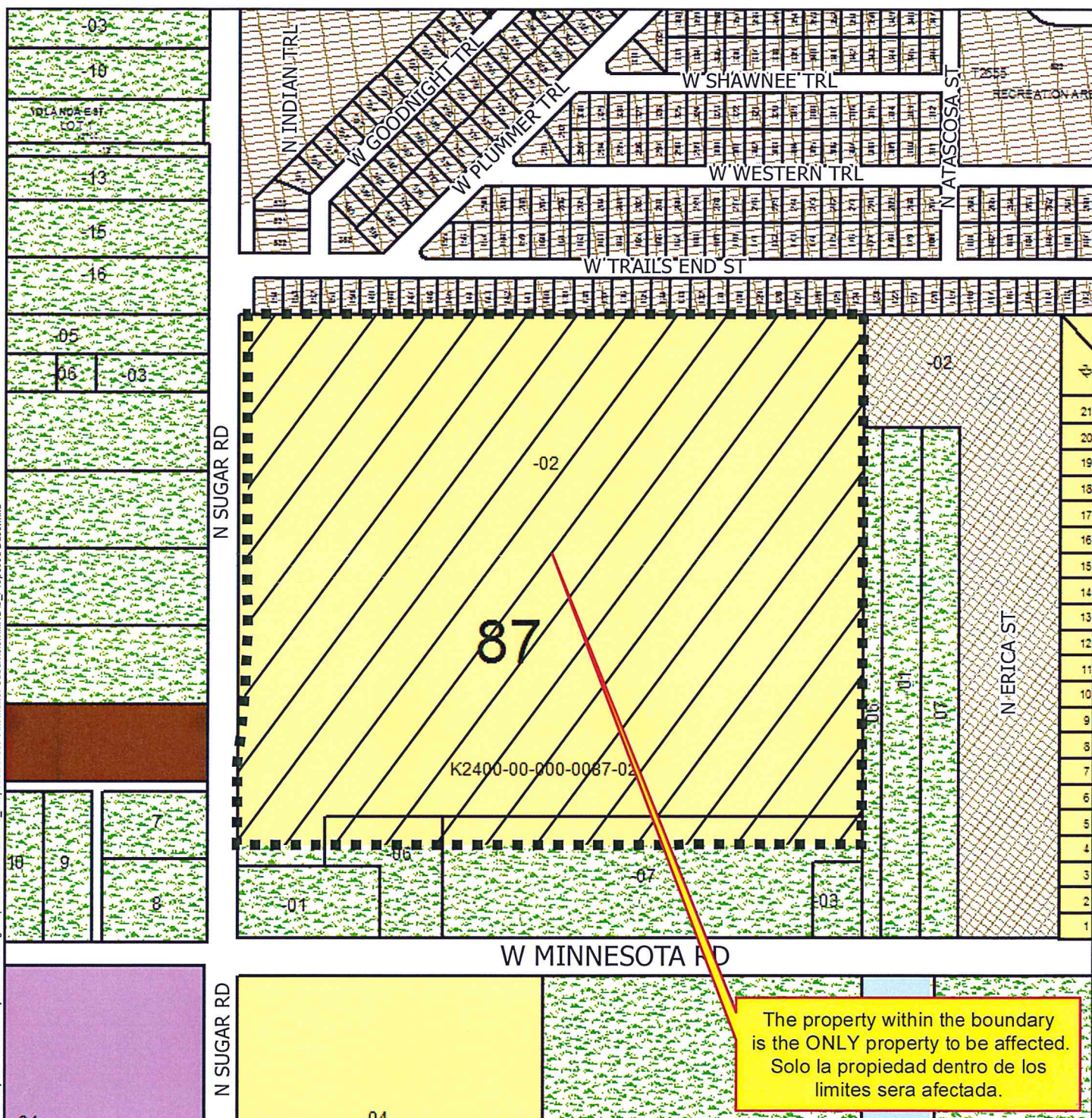
☒ **Lacking required fire lanes.**

☒ **All of the newly installed fire hydrants found at the Far East side of the subdivision need to be placed at a minimum distance of 3ft behind the street curve. Found at every intersection street corner to N Robin.**

☒ **The newly installed island entrances were not part of the original construction plans that were approved by the City on May 17, 2017.**

☐

☐



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|---|---|---|---|---|
|  Agricultural Open Space |  High Density Multi-Family |  Government Owned |  Heavy Industrial |  Hidalgo ISD |
|  Single Family |  Mobile Home |  General Business |  Limited Industrial |  Valley View ISD |
|  Single Family Small Lot |  Townhouse |  Business District |  Neighborhood Commercial |  Planned Unit Development |
|  Two Family |  HUD Code |  Drainage Easement |  Office Professional | |
|  Medium Density Multi-Family |  Rail Road R.O.W. |  Heavy Commercial |  PSJA ISD |  |

