



**CITY PLAN COMMISSION MEETING**  
**2<sup>nd</sup> Floor, Main Conference Room**  
**January 11, 2024**  
**1:30 P.M.**

**MINUTES**

The City Plan Commission met at the above place and date.

The meeting was called to order at 1:32 p.m. Chair Alfredo Borrego present and presiding and the following Commissioners answered roll call.

**COMMISSIONERS PRESENT:**

- Alfredo Borrego (Chair)
- Brandon Carrillo (2<sup>nd</sup> Chair)
- Ken Gorski
- Lauren Hanson
- Sal Masoud

**COMMISSIONERS ABSENT:**

- Albert Apodaca
- Dion Castro
- Jose L. Reyes

**AGENDA**

Commissioner Ken Gorski read the rules into the record. Raul Garcia, Planning Program Manager, noted that Items #7 and #8 are to be deleted.

**ACTION:** Motion made by Commissioner Masoud, seconded by Commissioner Gorski, and carried to **APPROVE THE CHANGES TO AGENDA.**

AYES: Commissioners Borrego, Carrillo, Gorski, Hanson, and Masoud

NAYS: N/A

ABSTAIN: N/A

ABSENT: Commissioner Apodaca, Castro and Reyes

NOT PRESENT FOR THE VOTE: N/A

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**I. CALL TO THE PUBLIC – PUBLIC COMMENT**

This time is reserved for members of the public who would like to address the City Plan Commission on any items that are not on the City Plan Commission Agenda and that are within the jurisdiction of the City Plan Commission. No action shall be taken.

A sign-up form is available outside the City Hall – Main Conference Room for those who wish to sign up on the day of the meeting. Requests to speak must be received by 1:30 p.m. on the date of the meeting. A total

time of three minutes may be allowed for each speaker. The Public Comment portion shall not exceed thirty (30) minutes, unless otherwise approved by the City Plan Commission.

**NONE**

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**II. ANNUAL BUSINESS MEETING AGENDA – DISCUSSION AND ACTION**

1. CPC Business Items:

- a. Election of Officers (Chair, First Chair, Second Chair)  
Kevin Smith, Assistant Director of Planning, (915) 212-1566, [SmithKW@elpasotexas.gov](mailto:SmithKW@elpasotexas.gov)

**Chair Nomination:**

**ACTION:** Motion made by Brandon Carrillo to **nominate Alfredo Borrego for Chair**, seconded by Sal Masoud and carried unanimously.

Motion passed.

**1<sup>st</sup> Chair Nomination:**

Brandon Carrillo, nominated Ken Gorski for 1<sup>st</sup> Chair. Mr. Gorski accepted nomination.  
Lauren Hanson, nominated Brandon Carrillo for 1<sup>st</sup> Chair. Mr. Carrillo did not accept

**ACTION:** Motion made by Sal Masoud to **nominate Ken Gorski as 1<sup>st</sup> Chair**, seconded by Lauren Hanson and carried unanimously.

Motion passed.

**2<sup>nd</sup> Chair Nomination:**

Ken Gorski nominated Brandon Carrillo for 2<sup>nd</sup> Chair. Mr. Carrillo accepted nomination.

**ACTION:** Motion made by Lauren Hanson to **nominate Brandon Carrillo as 2<sup>nd</sup> Chair**, seconded by Sal Masoud and carried unanimously.

Motion passed.

- 2. Park Fees Special Fund Report  
Karla Chavez, Project Manager, Parks & Recreation Department, (915) 212-1724,  
[ChavezKX1@elpasotexas.gov](mailto:ChavezKX1@elpasotexas.gov)

Karla Chavez, Project Manager, made a presentation to the Commission and answered questions.

- 3. Annual Legal Training – Overview of Rules of Order and Board duties.  
Russell Abeln, Assistant City Attorney, City Attorney’s Office, (915) 212-1127, [AbelnRT@elpasotexas.gov](mailto:AbelnRT@elpasotexas.gov)

Russell Abeln, Assistant City Attorney, made a presentation to the Commission and answered questions.

- 4. 2023 Activity Reporting - Planning Division  
Raul Garcia, Planning Program Manager, (915) 212-1643, [GarciaR1@elpasotexas.gov](mailto:GarciaR1@elpasotexas.gov)

Raul Garcia, Planning Program Manager, made a presentation to the Commission and answered questions.

**III. CONSENT AGENDA**

**NOTICE TO THE PUBLIC:**

All matters listed under the CONSENT AGENDA, including those on the Addition to the Agenda, will be considered by City Plan Commission to be routine, or have met all standards for development under state law (plats only not requiring a public hearing), and will be enacted by one motion unless separate discussion is requested by City Plan Commission or staff and the item is removed from the Consent Agenda. Members of the audience who wish to ask questions or speak regarding items on the Consent Agenda must sign up on the day of the meeting, and such requests to speak must be received by 1:30 p.m. on the date of the meeting. When the vote has been taken, if an item has not been called out for separate discussion, the item has been approved. The City Plan Commission may, however, reconsider any item at any time during the meeting.

**Major Combination (Reinstatement)**

- 5. **SUSU23-00102:** Tierra Del Este Montwood Subdivision Unit Two - Portion of Triumph St., Horizon City Estates #54 (0.2203 AC), El Paso County, Texas
  - Location: East of Rich Beem Blvd. and South of Pebble Hills Blvd.
  - Existing Zoning: R-F (Ranch-Farm)
  - Property Owner: El Paso County
  - Representative: Conde Inc.
  - District: 5
  - Staff Contact: Adriana Martinez, (915) 212-1611, [MartinezAD@elpasotexas.gov](mailto:MartinezAD@elpasotexas.gov)

**ACTION:** Motion made by Commissioner Hanson, seconded by Commissioner Masoud to **APPROVE** all matters listed under the **CONSENT AGENDA** and carried unanimously.

Motion Passed.

**IV. REGULAR AGENDA - DISCUSSION AND ACTION:**

**Subdivision Applications:**

**SUBDIVISION MAP APPROVAL:**

**NOTICE TO THE PUBLIC AND APPLICANTS:**

The staff report for an agenda item may include conditions, exceptions, or modifications. The Commission's motion to approve an item in accordance with the staff report or with all staff comments means that any modifications, waivers, exceptions requested by the applicant and recommended for approval by staff and any staff recommended conditions, have been approved, without necessitating that the Commission restate the modifications, exceptions, waivers, or conditions as part of the motion to approve and that any findings required to be made by the Commission, have been made. If the Commission does not wish to approve an exception or modification, or require a condition, then the Commission's motion will state which have not been approved, otherwise, the staff report, with all modifications, exceptions and conditions, is approved and the applicant shall comply with all provisions of the staff report.

**Resubdivision Combination:**

- 6. **SUSU23-00090:** Rangers Rest No. 2 Replat "A" – Being a replat of Lot 55, Rangers Rest Subdivision; and the North ½ of Tract 3-L, Block 55, Ysleta Grant, City of El Paso, El Paso County, Texas
  - Location: South of I-10 Hwy. and West of Zaragoza Rd.
  - Existing Zoning: R-4 (Residential) / R-F (Ranch and Farm)

Property Owner: Elton John Valentin Colon & Cristina Flores Parada  
Representative: Conde, Inc.  
District: 7  
Staff Contact: JC Naranjo, (915) 212-1604, [NaranjoJC@elpasotexas.gov](mailto:NaranjoJC@elpasotexas.gov)

**POSTPONED FROM NOVEMBER 30, 2023**

Juan Naranjo, Planner, made a presentation to the Commission. Public notices were mailed out to property owners within 200 feet on December 18, 2023. As of January 11, 2024 the Planning Division has not received any communications in support nor opposition to the request. Planning Staff recommends approval with condition of Rangers Rest No. 2 Replat "A" as a Resubdivision Combination basis subject to the following condition:

- That the rezoning case for this property be approved by City Council prior to the recording of the plat.

The applicant is requesting the following exception from the City Plan Commission:

- To waive the construction of 1-foot of sidewalk and 3-foot of roadway along Castner Drive.

Conrad Conde, Conde, Inc., concurs with all staff comments and answered questions from the Commission.

Commissioner Borrego asked if there was anyone in the public who wished to speak in favor or against this request. No response.

**ACTION:** Motion made by Commissioner Masoud, seconded by Commissioner Carrillo to **APPROVE ITEM #SUSU23-00090 WITH STAFF RECOMMENDATIONS** and unanimously carried.

Motion Passed.

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**OTHER BUSINESS:**

7. Presentation on updated land use assumptions, capital improvements plan and impact fee structure as required by Chapter 395 of the Texas Local Government Code, prior to the reevaluation of the existing impact fee structure for water and wastewater services.  
Staff Contact: Kevin Smith, Assistant Director of Planning, (915) 212-1566, [SmithKW@elpasotexas.gov](mailto:SmithKW@elpasotexas.gov) and Adriana Castillo, El Paso Water, (915) 594-5538, [ACastillo@epwater.org](mailto:ACastillo@epwater.org)  
**ITEM DELETED**
8. Discussion and action to consider, prepare, and file written comments on the proposed amendments to the land use assumptions, capital improvements plan, and impact fee to the City Council.  
Staff Contact: Kevin Smith, Assistant Director of Planning, (915) 212-1566, [SmithKW@elpasotexas.gov](mailto:SmithKW@elpasotexas.gov) and Adriana Castillo, El Paso Water, (915) 594-5538, [ACastillo@epwater.org](mailto:ACastillo@epwater.org)  
**ITEM DELETED**
9. Adjournment of the City Plan Commission's Annual Business Meeting.

**ACTION:** Motion made by Commissioner Hanson to **adjourn meeting**, seconded by Commissioner Masoud at 2:35 p.m. and unanimously carried.

Motion Passed.  
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**EXECUTIVE SESSION**

**A quorum of City Plan Commission must participate in the meeting.**

Albert Apodaca  
Alfredo Borrego  
Brandon Carrillo  
Dion Castro

Ken Gorski  
Lauren Hanson  
Sal Masoud  
Jose L. Reyes

The City Plan Commission may retire into Executive Session pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Section 551.071 Consultation with Attorney, Section 551.072 Deliberation Regarding Real Property, and Section 551.073 Deliberation Regarding Prospective Gifts to discuss any item on this agenda.

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Approved as to form:

  
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Kevin W. Smith, City Plan Commission Executive Secretary

