



CITY PLAN COMMISSION MEETING
2nd Floor, Main Conference Room
August 14, 2025
1:30 P.M.

MINUTES

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

The meeting was called to order at 1:30 p.m. Chair Alfredo Borrego present and presiding and the following Commissioners answered roll call.

COMMISSIONERS PRESENT:

Alfredo Borrego (Chair)
Lauren Hanson (2nd Chair)
Lisa Badillo
Sal Masoud
Rodolfo Rodriguez

COMMISSIONERS ABSENT:

Albert Apodaca
Brandon Carrillo
Jose L. Reyes
Juan Uribe

AGENDA

Commissioner Hanson read the rules into the record.

Luis Zamora, Chief Planner, noted that there were no changes to agenda.

No Action Taken.

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

II. 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.

Approval of Minutes:

1. Discussion and action on the City Plan Commission minutes for July 31, 2025.

Major Final:

2. **SUSU25-00066:** Seafox Addition – Being a tract of land situated in Section 3, Block 80, Township 1, Texas and Pacific Railroad Survey, Abstract No. 2381, and Section 4, Block 80, Township 1, Texas and Pacific Railroad Survey, Abstract No. 9862, City of El Paso, El Paso County, Texas
Location: West of U.S. Highway 54 and North of Stan Roberts Sr. Ave.
Existing Zoning: C-4 (Commercial)
Property Owner: Worldwide, LLC
Representative: Robert Steffens, Olsson
District: 4
Staff Contact: Alonso Hernandez, (915) 212-1585, HernandezJA5@elpasotexas.gov

Detailed Site Development Plan

3. **PZDS25-00016:** Lots 16, 17, 18, 19, 20, 24, 25, and 26, and a portion of Lots 21, 22, and 23, Block 3, Keystone Business Park and a portion of Kappa Road, City of El Paso, El Paso County, Texas
Location: 4160 Doniphan Dr.
Existing Zoning: C-4/sc (Commercial/special contract)
Request: Detailed Site Development Plan per Ordinance No. 8929
Existing Use: Vacant
Proposed Use: Recycling collection facility
Property Owner: City of El Paso
Representative: Wright and Dalbin Architects
District: 1
Staff Contact: Blanca Perez, (915) 212-1561, PerezBM@elpasotexas.gov

Extension Request to Submit Recording Maps:

4. **PSEN25-00005:** Emerald Estates Unit Six — Being a portion of Sections 38 & 47,

	Block 79, Township 2, Texas and Pacific Railway Company Surveys, City of El Paso, El Paso County, Texas
Location:	North of Horizon Blvd. and West of Ashford St.
Existing Zoning:	N/A property lies within the Extraterritorial Jurisdiction (ETJ)
Property Owner:	Hunt Emeralds, LLC
Representative:	TRE & Associates, LLC
District:	N/A property lies within the Extraterritorial Jurisdiction (ETJ)
Staff Contact:	Saul Fontes, (915) 212-1606, FontesSA@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.

III. **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.

Major Combination:

- | | |
|-------------------------|--|
| 5. SUSU25-00069: | Vista del Norte Estates Unit Five – A portion of Tract 1, Section 10, Block 80, Township 1, Texas and Pacific Railroad Company Surveys, City of El Paso, El Paso County, Texas |
| Location: | South of Stan Roberts Ave. and West of Dyer St. |
| Existing Zoning: | P-R I (Planned Residential I) |
| Property Owner: | Ranchos Real IV, LTD |
| Representative: | Conde, Inc. |
| District: | 4 |
| Staff Contact: | Alex Alejandre, (915) 212-1642, AlejandreAX@elpasotexas.gov |

Alex Alejandre, Senior Planner, made a presentation to the Commission. Staff recommends **Approval** of Vista Del Norte Estates Unit Five on a Major Combination basis and **Approval** of the exception requests, subject to the following condition:

- That the City Plan Commission require the applicant to landscape the rear of all double-frontage lots, in accordance with Section 19.23.040(H)(3)(c) of the El Paso City Code.

In addition, the applicant is requesting from the City Plan Commission the following exceptions:

- To waive the construction of one foot (1') of planter strip along Norte Vista Drive.
- To waive the construction of one foot (1') of sidewalk along US 54.

Conrad Conde, Conde, Inc., agrees with all staff comments.

ACTION: Motion made by Commissioner Masoud, seconded by Commissioner (NONE) **TO APPROVE ITEM #SUSU25-00069 WITH ALL THE EXCEPTIONS.**

Motion Failed for lack of second.

ACTION: Motion made by Commissioner Hanson **TO APPROVE ITEM #SUSU25-00069 WITH PLANTER STRIP EXCEPTION AND NOT THE SIDEWALK EXCEPTION**, seconded by Commissioner Rodriguez and unanimously carried.

Motion Passed.

.....

<p>6. SUSU25-00061:</p> <p>Location:</p> <p>Existing Zoning:</p> <p>Property Owner:</p> <p>Representative:</p> <p>District:</p> <p>Staff Contact:</p>	<p>Formation Park at El Camino Real — Being a portion of Block 41 & 50, Ysleta Grant, City of El Paso, El Paso, County, Texas</p> <p>West of Americas Ave. and North of Cesar Chavez Memorial Hwy.</p> <p>C-4/c (Commercial/condition)</p> <p>FIELP #1, LLC</p> <p>Kimley-Horn</p> <p>7</p> <p>Saul Fontes, (915) 212-1606, FontesSA@elpasotexas.gov</p>
---	--

Saul Fontes, Planner, made a presentation to the Commission. Staff recommends **approval** of Formation Park at Camino Real Extension on a Major Combination basis and **approval** of exception request.

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

- To waive the dedication and construction of 4.75 feet of right-of-way, and the construction of 0.5 feet of roadway, and 6 feet of sidewalk along Zaragoza Road.

Bryce Eckberger, Kimley-Horn, was present for questions from Commission.

ACTION: Motion made by Commissioner Hanson, seconded by Commissioner Badillo **TO APPROVE ITEM #SUSU25-00061 WITH EXCEPTIONS** and unanimously carried.

Motion Passed.

.....

Land Study:

7. **SUSU25-00067:** Tierra del Este Phase VII Land Study – A portion of Section 17, Block 78, Township 2, Texas and Pacific Railway Company Surveys, El Paso County, Texas
- Location: South of Montana Ave. and West of Ascencion St.
Existing Zoning: N/A property lies within the Extraterritorial Jurisdiction (ETJ)
Property Owner: Ranchos Real Land Holdings, LLC
Representative: Conde, Inc.
District: N/A property lies within the Extraterritorial Jurisdiction (ETJ)
Staff Contact: Alex Alejandre, (915) 212-1642, AlejandreAX@elpasotexas.gov

Alex Alejandre, Senior Planner, made a presentation to the Commission. Staff recommends **approval** of Tierra Del Este Phase VII Land Study.

Conrad Conde, Conde, Inc., concurs with all staff comments.

ACTION: Motion made by Commissioner Masoud, seconded by Commissioner Badillo **TO APPROVE ITEM #SUSU25-00067** and unanimously carried.

Motion Passed.

.....

PUBLIC HEARING Right-Of-Way Vacation:

8. **SURW25-00011:** Resler Drainage ROW Vacation – A portion of Tract 1B, S. J. Larkin Survey 266, El Paso, El Paso County, Texas
- Location: South of Paseo Del Norte Rd. and West of Resler Dr.
Existing Zoning: C-4 (Commercial)
Property Owner: Plexxar Unit #1, LLC
Representative: Jacob Harris
District: 1
Staff Contact: Alex Alejandre, (915) 212-1642, AlejandreAX@elpasotexas.gov

Alex Alejandre, Senior Planner, made a presentation to the Commission. Public notices were mailed to property owners within 200 feet on July 28, 2025. The Planning Division has not received any communication regarding the vacation request. Staff recommends **approval** of Resler Drainage ROW vacation.

Brent Harris, Plexxar, agrees with staff comments.

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

ACTION: Motion made by Commissioner Masoud, seconded by Commissioner Hanson **TO APPROVE ITEM #SURW25-00011** and unanimously carried.

Motion Passed.

.....

PUBLIC HEARING Rezoning Application:

9. **PZRZ24-00039:** Tracts 9 and 13 save and except that Portion of Tract 9, conveyed out to the State of Texas in Right-of-Way deed in Volume 550, Page 623, Sunnyfields Map, No. 2, and Tracts 10 and 14, save and except that Portion of Tract 10 conveyed out to the State of Texas in Right-of-Way deed in Volume 561, Page 155, Sunnyfields Map No. 2, City of El Paso, El Paso County, Texas
- Location: 7800 and 7804 Alameda Ave.
Existing Zoning: R-4 (Residential)
Request: Rezone from R-4 (Residential) to C-1 (Commercial)
Existing Use: Single-family dwellings
Proposed Use: Apartments and shopping center
Property Owner: Adiel Zarate and Olivia Esparza
Representative: Luis Javier Lopez
District: 7
Staff Contact: Blanca Perez, (915) 212-1561, PerezBM@elpasotexas.gov

Blanca Perez, Planner, made a presentation to the Commission. Public notices were mailed to property owners within 300 feet on August 1, 2025. The Planning Division has not received any communications in support or opposition to the request. Staff recommends **approval with conditions** of the rezoning request.

1. That a ten-foot (10') landscaped buffer with high-profile native or naturalized trees of at least two-inch (2") caliper and ten feet (10') in height shall be placed at twenty feet (20') on center along the property lines adjacent to residential zone districts or uses. The landscaped buffer shall be irrigated and maintained by the property owner at all times and shall be installed prior to the issuance of any certificates of occupancy or certificates of completion.
2. A Detailed Site Development Plan shall be reviewed and approved as per El Paso City Code prior to issuance of any certificates of occupancy or certificates of completion.
3. That a minimum 500-foot distance between property lines be required between any establishments meeting both of the following criteria:
 - a. Establishment deriving 51% or more of their income from the sale of alcoholic beverages for on-premise consumption; and
 - b. Providing outdoor amplified sound.

Alfonso Orozco agrees with staff recommendations.

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

ACTION: Motion made by Commissioner Masoud, seconded by Commissioner Hanson **TO APPROVE ITEM #PZRZ24-00039** and unanimously carried.

Motion Passed.

.....

10. **PZRZ25-00015:** The North 193 Feet of the East One-Half of Lot 153, Sunrise Acres No. 2, City of El Paso, El Paso County, Texas

Location: 4806 Atlas Ave.
 Zoning: R-4 (Residential)
 Request: To rezone from R-4 (Residential) to A-2 (Apartment)
 Existing Use: Vacant
 Proposed Use: Quadruplex
 Property Owner: JCGAR Ventures
 Representative: Carlos Gomez
 District: 2
 Staff Contact: Jose Beltran, (915) 212-1607, BeltranJV@elpasotexas.gov

Jose Beltran, Planner, made a presentation to the Commission. Public notices were mailed to property owners within 300 feet on August 1, 2025. The Logan Sunrise Neighborhood Association and the Mountain View Neighborhood Association were contacted by the applicant. The Planning Division has received one (1) email in support to the request. Staff recommends **Approval** of the rezoning request.

Carlos Gomez concurs with staff recommendations.

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

ACTION: Motion made by Commissioner Hanson, seconded by Commissioner Masoud **TO APPROVE ITEM #PZRZ25-00015** and unanimously carried.

Motion Passed.

11. **PZRZ25-00008:** A portion of Tracts 1K2, 1J3, & Tract 1J1B, Block 10, Upper Valley Surveys, City of El Paso, El Paso County, Texas
 Location: South of Artcraft Rd. and East of Westside Dr.
 Existing Zoning: G-MU (General Mixed Use)
 Request: Rezone from G-MU (General Mixed Use) to C-1 (Commercial)
 Existing Use: Vacant
 Proposed Use: Commercial retail
 Property Owner: ASLM, LTD
 Representative: Conde, Inc.
 District: 1
 Staff Contact: Jose Beltran, (915) 212-1607, BeltranJV@elpasotexas.gov

Jose Beltran, Planner, made a presentation to the Commission. Public notices were mailed to property owners within 300 feet on August 1, 2025. The applicant notified the Upper Valley Neighborhood Association of the request. The Planning Division has not received any communications in support or opposition to the request. Staff recommends **Approval with Conditions** of the rezoning request. The recommended conditions are as follows:

1. That access to Westside Drive shall be provided to the subject property and that access shall continue and be provided to the adjacent property to the south to avoid landlocking such property.
2. That a detailed site development plan be reviewed and approved per City Code to the issuance of certificates of occupancy and certificates of completion.
3. That a minimum 500-foot distance be required between any establishments meeting both of the following criteria:

- a. Establishment deriving 51% or more of their income from the sale of alcoholic beverages for on-premise consumption; and
 - b. Providing outdoor amplified sound.
4. That no office warehouse uses shall be permitted.

Conrad Conde, Conde, Inc., concurs with all staff comments.

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

ACTION: Motion made by Commissioner Hanson, seconded by Commissioner Rodriguez **TO APPROVE ITEM #PZRZ25-00008** and unanimously carried.

Motion Passed.
.....

Other Business:

12. Discussion and action on Election of Officers (First Chair and Second Chair)
Staff Contact: Kevin Smith, Assistant Director of Planning, (915) 212-1566,
SmithKW@elpasotexas.gov
POSTPONED FROM JULY 3, 2025
POSTPONED FOR JULY 31, 2025

ACTION: Motion made by Commissioner Badillo **TO NOMINATE COMMISSIONER HANSON FOR FIRST CHAIR POSITION** and unanimously accepted.

Chair Borrego asked Commissioner Hanson if she accepts, which she said "Yes".

Motion Passed.

ACTION: Motion made by Commissioner Hanson **TO NOMINATE COMMISSIONER MASOUD FOR SECOND CHAIR POSITION.**

Commissioner Hanson asked Commissioner Masoud if he accepted, which he said "Yes".

Commissioner Rodriguez nominated Carrillo for 2nd Chair but he is not available to accept.

VOTE FOR MASOUD NOMINATION:

Ayes – 4 (Borrego, Hanson, Masoud, Badillo)

Nayes - 1 (Rodriguez)

Motion Passed.
.....

13. Discussion and action on the Comprehensive Plan subcommittee.
Staff Contact: Kevin Smith, Assistant Director of Planning, (915) 212-1566,
SmithKW@elpasotexas.gov
POSTPONED FROM JULY 3, 2025
POSTPONED FOR JULY 31, 2025

Kevin Smith, Assistant Director of Planning, went over the Comprehensive Plan subcommittee for member vote.

Currently, there are three members on the subcommittee which are Carrillo (Chair), Reyes (to be replaced due to term expiration), Apodaca. Need two more members to nominate.

Commissioner Hanson and Commissioner Rodriguez expressed their interest to join the subcommittee. Badillo mentioned she would join if needed.

ACTION: Motion made by Commissioner Badillo **TO APPROVE COMMISSIONERS HANSON AND RODRIGUEZ TO THE COMPREHENSIVE PLAN SUBCOMMITTEE**, seconded by Masoud and unanimously carried.

Motion Passed.

14. Discussion and action on the following code amendments:

- An Ordinance amending Title 20 (Zoning), Chapter 20.04 Administrative Provisions), by amending Article VI (Changes and Amendments) Section 20.04.460 (Protest Procedure) and Article VII (Public Hearings) Section 20.04.520 (Notice) in order to comply with the updated zoning notification requirements in accordance with House Bill 24 of the Texas 89th Legislative Session. The penalty is as provided in 20.24 of the El Paso City Code.
- An Ordinance amending Title 20 (Zoning), Chapter 20.02 (General Provisions and Definitions), by amending Article II (Definitions) Section 20.02.464 (HUD-code manufactured home (manufactured home)) in accordance with Senate Bill 1341 of the Texas 89th Legislative Session. The penalty is as provided in 20.24 of the El Paso City Code.
- An Ordinance amending Title 20 (Zoning), Chapter 20.10 (Supplemental Use Regulations), Section 20.10.270 (Home Occupation Uses), Subsection 20.10.270.b.14 to include no-impact home businesses as an exception to home occupation licensing requirements.

Staff Contact: Alex Hoffman, Urban Planning & Design, (915) 212-1564,
HoffmanAP@elpasotexas.gov

Russell Abeln, Senior Assistant City Attorney, made a presentation to the Commission.

ACTION: Motion made by Commissioner Masoud, seconded by Commissioner Rodriguez **TO APPROVE CODE AMENDMENTS** and unanimously carried.

Motion Passed.

15. Adjournment of the City Plan Commission's Meeting.

ADJOURNMENT:

ACTION: Motion made by Commissioner Masoud, seconded by Commissioner Badillo and unanimously carried to **ADJOURN**.

Motion passed.

Meeting adjourned at 2:54 p.m.

.....

EXECUTIVE SESSION

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.

.....

Approved as to form:



Kevin W. Smith, City Plan Commission Executive Secretary