



CITY PLAN COMMISSION MEETING
2nd Floor, Main Conference Room
July 17, 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. Board member Alfredo Borrego present and presiding and the following Commissioners answered roll call.

COMMISSIONERS PRESENT:

Alfredo Borrego (Chair)
Lauren Hanson (2nd Chair)
Albert Apodaca
Lisa Badillo
Jose L. Reyes
Rodolfo Rodriguez
Juan Uribe

COMMISSIONERS ABSENT:

Brandon Carrillo
Sal Masoud

AGENDA

Commissioner Hanson read the rules into the record.

Alex Alejandre, Senior Planner, noted the following changes to the agenda:

- Item 6 – Correction in Location to read South of Yarbrough Dr. and East of Alameda Ave.
- Item 9 – Correction in Proposed Use to read Vacant

Also, the Consent Agenda has four items which includes minutes and there are a couple of revised staff reports.

ACTION: Motion made by Commissioner Hanson, seconded by Commissioner Reyes and unanimously carried to **APPROVE THE CHANGES TO AGENDA.**

AYES: Commissioners Borrego, Hanson, Apodaca, Badillo, Uribe, Rodriguez, and Reyes

NAYS: N/A

ABSTAIN: N/A

ABSENT: Commissioner Carrillo and Masoud

NOT PRESENT FOR THE VOTE: N/A

Motion Passed.

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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. 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 3, 2025.

Postponed-Major Combination:

2. **SUSU25-00054:** Spare Feet Storage – A Portion of Section No. 19, Block 79, Township 3, Texas and Pacific Railway Company, El Paso County, Texas
Location: West of Darrington Rd. and South of Pellicano Dr.
Existing Zoning: N/A property lies within the Extraterritorial Jurisdiction (ETJ)
Property Owner: Spare Feet Storage
Representative: TRE & Associates, LLC
District: N/A property lies within the Extraterritorial Jurisdiction (ETJ)
Staff Contact: Myrna Aguilar, (915) 212-1584, AguilarMP@elpasotexas.gov

Extension Request to Submit Recording Maps:

3. **PSEN25-00003:** Ethel Estates Subdivision – Tract 5A2, S.A. & M.G. Survey No. 265, City of El Paso, El Paso County, Texas
Location: East of Doniphan Dr. and North of Redd Rd.

Existing Zoning: R-3 (Residential)
Property Owner: Eliseo Rodriguez Salazar
Representative: SLI Engineering, Inc.
District: 1
Staff Contact: Alex Alejandre, (915) 212-1642, AlejandreAX@elpasotexas.gov

4. **PSEN25-00002:** Tierra Del Este Unit Ninety-Two — Portion of section 18, Block 78, Township 2, Texas and Pacific Railway Company Surveys, El Paso County, Texas
Location: South of Edgemere Blvd. and East of Tim Floyd 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: Saul Fontes, (915) 212-1606, FontesSA@elpasotexas.gov

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

Motion Passed.

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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.

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Resubdivision Combination:

5. **SUSU25-00050:** Monte Verde Unit Two Replat B – Replat of Lots 9 & 10, Block 1, Monte Verde Unit Two, El Paso County, Texas
Location: East of Joe Battle Blvd. and North of Pellicano Dr.
Existing Zoning: N/A property lies within the Extraterritorial Jurisdiction (ETJ)
Property Owner: EPT Monteverde, LLC
Representative: SLI Engineering, Inc.

District: N/A property lies within the Extraterritorial Jurisdiction (ETJ)
Contact: Myrna Aguilar, (915) 212-1584, AguilarMP@elpasotexas.gov

Myrna Aguilar, Planner, made a presentation to the Commission. Staff recommends **approval** of Monte Verde Unit Two Replat B on a Resubdivision Combination basis and **approval** of the exception requests as it complies with Title 19 requirements.

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

1. To allow for the current configuration of Pellicano Drive to remain. Pellicano is a El Paso County roadway that is currently under reconstruction.
2. To waive the construction of a five (5) foot landscaped parkway along Pellicano Drive and allow for four (4) feet of landscaped parkway as per the El Paso County reconstruction project.

Georges Halloul, SLI Engineering, Inc., agrees with all staff comments.

ACTION: Motion made by Commissioner Hanson, seconded by Commissioner Apodaca **TO APPROVE ITEM #SUSU25-00050** and unanimously carried.

Motion Passed.

PUBLIC HEARING Resubdivision Combination:

6. **SUSU25-00056:** Dorothy Woodley Hunt Subdivision – Being a replat of a portion of Lot 9, and Lots 7, 8, 10, and a portion of Lot 11, Block 20, Second Amended Map of Ysleta, City of El Paso, El Paso County, Texas South of Yarbrough Dr. and ~~West~~ East of Alameda Ave.
- Location: Dorothy Woodley Hunt Subdivision – Being a replat of a portion of Lot 9, and Lots 7, 8, 10, and a portion of Lot 11, Block 20, Second Amended Map of Ysleta, City of El Paso, El Paso County, Texas South of Yarbrough Dr. and ~~West~~ East of Alameda Ave.
Existing Zoning: R-4 (Residential)
Property Owner: Young Women's Christian Association
Representative: Quantum Engineering Consultants, Inc
District: 7
Staff Contact: Alonso Hernandez, (915) 212-1585, HernandezJA5@elpasotexas.gov

Alonso Hernandez, Planner, made a presentation to the Commission. Public notices were mailed to property owners within 200 feet on June 26, 2025. As of July 17, 2025 the Planning Division has received one phone call in favor for the request. Staff recommends **approval** of Dorothy Woodley Hunt Subdivision on a Resubdivision Combination basis, and **approval** of the exception requests. 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 David Drive
- To waive the dedication and construction of 4.5 feet of additional right-of-way, the construction of five feet (5') of planter strip and to allow the sidewalk to abut the roadway along Dorbandt Circle.

Bobby Gonzalez, Quantum Engineering Consultants, Inc., agrees 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 Apodaca **TO APPROVE ITEM #SUSU25-00056** and unanimously carried.

Motion Passed.

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PUBLIC HEARING Right-of-Way (ROW) Vacation:

7. **SURW23-00013:** UTEP ATLC ROW Vacation – A portion of Randolph Street and a portion of Blacker Avenue and a portion of Blanchard Avenue within Alexander Addition, City of El Paso, El Paso County, Texas
- Location: West of Mesa St. and North of Interstate 10
- Existing Zoning: C-2/sc (Commercial/Special Contract) / R-4 (Residential)
- Property Owner: Board of Regents of the University of Texas System
- Representative: Board of Regents of the University of Texas System
- District: 8
- 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 3, 2025. The Planning Division has not received any communication in support of or opposition to the request. Staff recommends **approval** of the UTEP ATLC (Randolph and Blacker ROW Vacation) request.

Bobby Gonzalez, Quantum Engineering Consultants, Inc., agrees 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 Uribe, seconded by Commissioner Reyes **TO APPROVE ITEM #SURW23-00013** and unanimously carried.

Motion Passed.

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PUBLIC HEARING Rezoning Application:

8. **PZRZ25-00002:** The West 10 feet of Lot 22, all of Lot 23 and the East 5 feet of Lot 24, Block 17, Cotton Addition, City of El Paso, El Paso County, Texas
- Location: 2320 Montana Ave.
- Existing Zoning: A-2 (Apartment)
- Request: Rezone from A-2 (Apartment) to S-D (Special Development) and Approval of a Detailed Site Development Plan with Reduction to Minimum District Area and Side Setback
- Existing Use: Single-family dwelling
- Proposed Use: Boutique
- Property Owner: Ana M. Lujan
- Representative: Venessa Duran

District: 8
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 July 3, 2025. The Planning Division has received two (2) calls of inquiry and one (1) call in support to the request. Staff recommends **approval** of the rezoning request and detailed site development plan.

Hugo Herrera agrees 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 Apodaca **TO APPROVE ITEM #PZRZ25-00002** and unanimously carried.

Motion Passed.

PUBLIC HEARING Special Permit Application:

9. **PZST25-00002:** The northerly 58.90 feet of Lot 16 and the northerly 58.90 feet of the easterly half of Lot 15, Block 13, Cotton Addition, City of El Paso, El Paso County, Texas
- Location: 809 N. Eucalyptus St.
Zoning: C-4 (Commercial)
Request: Special Permit and Detailed Site Development Plan approval for the use of a professional office in the C-4 (Commercial) zone district with a 100% parking reduction and rear setback reduction
- Existing Use: Professional office
Proposed Use: ~~Professional office~~ Vacant
Property Owner: John M Holland LLC
Representative: Bruno Vasquez
District: 8
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 July 3, 2025. The Planning Division has received seventeen (17) letters in support as of July 17, 2025 of the request from surrounding neighbors. Staff recommends **Approval** of the special permit and detailed site development plan request.

Bruno Vasquez agrees 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 Apodaca, seconded by Commissioner Hanson **TO APPROVE ITEM #PZST25-00002** and unanimously carried.

Motion Passed.

PUBLIC HEARING Zoning Condition Release Application:

10. **PZCR25-00002:** Lot 2, Block 34, Mesa Hills Unit Seventeen, City of El Paso, El Paso County, Texas
Location: 5662 N. Mesa St.
Existing Zoning: C-1/sc (Commercial/special contract)
Request: To release conditions imposed by Ordinance No. 4928
Existing Use: Medical Office
Proposed Use: Medical Office
Property Owner: MKD Real Estate, LLC
Representative: Fokus on Architecture, Inc.
District: 8
Staff Contact: Saul J. G. Pina, (915) 212-1604, PinaSJ@elpasotexas.gov

Saul Pina, Senior Planner, made a presentation to the Commission. Public notices were mailed to property owners within 300 feet on July 3, 2025. The Planning Division has not received any communication in support or opposition to the request. Staff recommends **Approval** of the condition release request.

Eloisa McGill agrees 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 Uribe, seconded by Commissioner Reyes **TO APPROVE ITEM #PZCR25-00002** and unanimously carried.

Motion Passed.

Other Business:

11. Decorum and ethics training for CPC Commissioners as Officers of the City of El Paso
Contact: Sergio Estrada, Deputy City Attorney, (915) 212-1131,
EstradaSM@elpasotexas.gov

Sergio Estrada, Deputy City Attorney, made a presentation to the Commission on this topic and answered questions from the Commission.

Mr. Estrada will have a copy of the code of conduct emailed to Commissioners.

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

ADJOURNMENT:

ACTION: Motion made by Commissioner Apodaca, seconded by Commissioner Reyes and unanimously carried to **ADJOURN**.

Motion passed.

Meeting adjourned at 2:38 p.m.

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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.

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Approved as to form:



Kevin W. Smith, City Plan Commission Executive Secretary