



CITY PLAN COMMISSION MEETING
2nd Floor, Main Conference Room
April 10, 2025
1:30 P.M.

MINUTES

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

The meeting was called to order at 1:31 p.m. Chair Alredo Borrego present and presiding and the following Commissioners answered roll call.

COMMISSIONERS PRESENT:

Alfredo Borrego (Chair)
Lauren Hanson (2nd Chair)
Albert Apodaca
Brandon Carrillo
Margaret Livingston
Sal Masoud
Juan Uribe

COMMISSIONERS ABSENT:

Ken Gorski (1st Chair)
Jose L. Reyes

AGENDA

Commissioner Uribe read the rules into the record.

Alex Alejandre, Senior Planner, noted that Items #7 & #10 are to be heard together. There are four items on Consent which includes the minutes and a one revised staff report.

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

AYES: Commissioners Borrego, Hanson, Apodaca, Carrillo, Livingston, Masoud, and Uribe

NAYS: N/A

ABSTAIN: N/A

ABSENT: Commissioner Gorski and Reyes

NOT PRESENT FOR THE VOTE: N/A

Motion Passed.

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: March 27, 2025

Major Final:

2. **SUSU25-00027:** Stone Ridge Unit Five, Being Tract 15, and portion of Tracts 8 and 14, O.A. Danielson Survey No. 310; and Portion of 60 Feet County Road, City of El Paso, El Paso County, Texas
Location: East of Zaragoza Rd. and North of Rojas Dr.
Existing Zoning: R-3 (Residential)
Property Owner: Jorge M. Sanchez
Representative: Conde, Inc.
District: 6
Staff Contact: Saul Fontes, (915) 212-1606, FontesSA@elpasotexas.gov

Resubdivision Combination

3. **SUSC25-00002:** Montecillo Unit Seven Replat "A" – Being a replat of Lot 1, Block 48, Montecillo Unit Seven, City of El Paso, El Paso County, Texas
Location: South of Castellano Dr. and West of Mesa St.
Existing Zoning: SCZ-T4O (SmartCode; Transect 4O)
Property Owner: EPT Mesa Development, LP
Representative: Brock & Bustillos
District: 8
Staff Contact: Armida R Martinez, (915) 212-1605, MartinezAR@elpasotexas.gov

Postponement - Resubdivision Combination:

4. **SUSC25-00001:** Montecillo Unit Eight Replat "A" – Being a replat of Blocks 1 and 2, Vin Madrid Street, and Vin Aragon Street Rights of Way, Montecillo Unit Eight and a portion of Castellano Drive Right of Way, Montecillo Unit 4 "A", City of El Paso, El Paso County, Texas

Location: South of Castellano Dr. and West of Mesa St.
Existing Zoning: SCZ-T4O (SmartCode; Transect 4O) and SCZ -T1 (SmartCode; Transect 1)
Property Owner: EPT Mesa Development, LP
Representative: Brock & Bustillos
District: 8
Staff Contact: Armida R Martinez, (915) 212-1605, MartinezAR@elpasotexas.gov

ACTION: Motion made by Commissioner Hanson, seconded by Commissioner Carrillo 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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ACTION: Motion made by Commissioner Masoud **TO CORRECT MOTION TO HEARD ITEMS #6 AND #9 TOGETHER INSTEAD OF #7 AND #10 AS PREVIOUSLY STATED**, seconded by Commissioner Carrillo, and unanimously accepted.

Motion Passed.
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ACTION: Motion made by Commissioner Livingston **TO TAKE A FIVE MINUTE BREAK AT 1:39 P.M.**, seconded by Commissioner Masoud, and unanimously approved.

Motion Passed.

ACTION: Motion made by Commissioner Livingston **TO RECONVENE AT 1:47 P.M.**, seconded by Commissioner Carrillo, and unanimously approved.

Motion Passed.
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PUBLIC HEARING Resubdivision Combination:

5. **SUSU25-00028:** Emory Road Subdivision Replat A – A replat of Lot 1, 2 & 3, Block 1, Emory Road & Tracts 4-A-1, 4-B-1 and 5-A-1, Block 1, Upper Valley, City

Location: of El Paso, El Paso County, Texas
 Existing Zoning: North of Sunland Park Dr. and West of Doniphan Dr.
 Property Owner(s): R-3 (Residential)
 Representative: Enrique Escobar
 District: Sitework Engineering LLC
 Staff Contact: 1
 Myrna Aguilar, (915) 212-1584, AguilarMP@elpasotexas.gov

Myrna Aguilar, Planner, made a presentation to the Commission. Public notices were mailed to property owners within 200 feet on March 24, 2025. As of April 10, 2025 the Planning Division has not received any communication in support or opposition to this request. Staff recommend **approval** of Emory Road subdivision Replat A on a Resubdivision Combination basis as it complies with Title 19 requirements.

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

- To waive the dedication of 1.5 feet of additional right-of-way along Emory Road.
- To waive the construction of 2.5 feet of additional roadway along Emory Road.
- To waive the construction of a 5-foot sidewalk along Emory Road.
- To allow Panhandle lots exceeding the maximum length of one hundred (100') feet.

Jorge Garcia, Sitework Engineering LLC, agrees with staff comments.

PUBLIC COMMENT: None

ACTION: Motion made by Commissioner Uribe **TO APPROVE ITEM #SUSU25-00028**, seconded by Commissioner Livingston.

VOTE:

Ayes = 6 (Livingston, Masoud, Borrego, Hanson, Uribe, and Apodaca)

Nayes = 1 (Carrillo)

Motion Passed.

PUBLIC HEARING Rezoning Application:

6. **PZRZ25-00007:** Lot 1, Block 1, River Run Subdivision Unit One, City of El Paso, El Paso County, Texas
 Location: 1071 Country Club Rd.
 Existing Zoning: R-2/spc (Residential/special protective condition)
 Request: Rezone from R-2 (Residential) to C-1 (Commercial)
 Existing Use: Vacant
 Proposed Use: Other retail establishment
 Property Owner: Upper Valley Investment Corporation
 Representative: Aaron Barraza
 District: 1
 Staff Contact: Blanca Perez, (915) 212-1561, PerezBM@elpasotexas.gov

ITEMS #6 AND #9 TO BE HEARD TOGETHER

Blanca Perez, Planner, made a presentation to the Commission. Public notices were mailed to property owners within 300 feet on March 28, 2025. The Planning Division has received four (4) calls of inquiry and one (1) call in support of the request. Staff recommend **approval with a condition** of the rezoning request.

- 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 a 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.

Staff recommend **approval** of the condition release request.

Aaron Barraza agrees with all staff recommendations.

PUBLIC COMMENT: None

ACTION: Motion made by Commissioner Masoud **TO APPROVE ITEM #PZRZ25-00007 and PZCR25-00001**, seconded by Commissioner Carrillo and unanimously carried.

Motion Passed.

7. **PZRZ25-00004:** A portion of Block 8, Caster Range Subdivision No. 1,
City of El Paso, El Paso County, Texas
- Location: 9909 Kenworthy St.
Zoning: C-1 (Commercial)
Request: To rezone from C-1 (Commercial) to C-3 (Commercial)
Existing Use: Vacant
Proposed Use: Administrative Office Expansion
Property Owner: FirstLight Federal Credit Union
Representative: Brock and Bustillos, c/o Aaron Alvarado
District: 4
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 March 28, 2025. The Planning Division has not received any communication in support or opposition to the request. Staff recommend **approval** of the rezoning request.

Aaron Alvarado, Brock and Bustillos, concurs with all staff comments and recommendations.

PUBLIC: None

ACTION: Motion made by Commissioner Livingston **TO APPROVE ITEM #PZRZ25-00004**, seconded by Commissioner Masoud and unanimously carried.

Motion Passed.

PUBLIC HEARING Special Permit Application:

8. **PZST24-00005:** Lot 34 and 35, Block 6, Stiles Gardens, City of El Paso, El Paso County,
Texas
- Location: 7233-7235 Dale Rd.
Zoning: A-2 (Apartment)
Request: Special permit to allow for a planned residential development with
reductions to setbacks and lot size
- Existing Use: Vacant
Proposed Use: Single-family and duplex dwellings
Property Owner: EVIS Properties, LLC
Representative: Ray Mancera
District: 3
Staff Contact: Saul J. G. Pina, (915) 212-1604, PinaSJ@elpasotexas.gov

Saul Pina, Planner, made a presentation to the Commission. Public notices were mailed to property owners within 300 feet on March 28, 2025. The Planning Division received one (1) call of inquiry. Not shown in the backup material is one (1) vote in support from the Stiles Garden Neighborhood Association. Staff recommend **Approval with a Condition** of the special permit and detailed site development plan request. The condition is the following:

- That the proposed private street be subject to modifications based on the approval of the subdivision plat.

Ray Mancera concurs with staff comments.

PUBLIC: None

ACTION: Motion made by Commissioner Uribe **TO APPROVE ITEM #PZST24-00005**, seconded by Commissioner Livingston and unanimously carried.

Motion Passed.

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PUBLIC HEARING Zoning Condition Release Application:

9. **PZCR25-00001:** Lot 1, Block 1, River Run Subdivision Unit One, City of El Paso, El Paso County, Texas
Location: 1071 Country Club Rd.
Existing Zoning: R-2/spc (Residential/special protective condition)
Request: To release conditions imposed by Ordinance No. 9332
Existing Use: Vacant
Proposed Use: Other retail establishment
Property Owner: Upper Valley Investment Corporation
Representative: Aaron Barraza
District: 1
Staff Contact: Blanca Perez, (915) 212-1561, PerezBM@elpasotexas.gov

**ITEMS #6 AND #9 TO BE HEARD TOGETHER
SEE ABOVE ITEM #6 FOR DETAILS**

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

ADJOURNMENT:

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

Motion passed.

Meeting adjourned at 2:26 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

