



**CITY PLAN COMMISSION MEETING  
1<sup>ST</sup> FLOOR CITY COUNCIL CHAMBERS  
SEPTEMBER 11, 2014  
1:30 P.M.**

**MINUTES**

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

The meeting was called to order at 1:34 p.m. Commissioner Ardovino present and presiding and the following Commissioners answered roll call.

**COMMISSIONERS PRESENT:**

Commissioner Loweree  
Commissioner Grambling  
Commissioner Erickson  
Commissioner Amoriello  
Commissioner Ardovino  
Commissioner Landeros

**COMMISSIONERS ABSENT:**

Commissioner Brannon  
Commissioner Wright  
Commissioner Madrid

**AGENDA**

Commissioner Loweree read the rules into the record. David Coronado, City Development Program Manager, read the revisions to the agenda into the record.

**\*ACTION: WITHOUT OBJECTION THE CITY PLAN COMMISSION AGENDA WAS APPROVED AS AMENDED.**

**AYES:** Commissioner Loweree, Grambling, Erickson, Amoriello, Ardovino, and Landeros

**ABSENT:** Commissioner Brannon, Wright, and Madrid

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.

**No action was taken.**

**II. CONSENT AGENDA**

There were no items under the Consent Agenda.  
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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.

**Major Preliminary:**

- 1. **SUSU14-00081:** Peyton Estates Unit 5 – A portion of C.D. Stewart Survey No. 318, El Paso County, Texas
  - Location: South of Rojas and East of Eastlake
  - Property Owner: State of Texas General Land Office
  - Representative: Roe Engineering
  - District: ETJ
  - Staff Contact: Alfredo Austin, (915) 212-1604, [austinaj@elpasotexas.gov](mailto:austinaj@elpasotexas.gov)

Alfredo Austin, Planner, gave a presentation and noted that the applicant proposes to subdivide 66,7568 acres of vacant land from 290 single-family residential lots ranging between 4,732 and 12,727 square feet. One commercial lot, one ark, three open spaces and two retention ponds are also proposed. Access to the subdivision will be from Mark Twain Avenue, Peyton Drive and Rojas Drive. The subdivision is vested and is being reviewed under the former subdivision code. Staff recommends approval of the modification request and approval of Peyton Estates Unit Five on a Major Preliminary basis, subject to the following condition: *That all parkways at the rear of double frontage lots be landscaped to provide a visual and physical separation between the development and the street.*

Isaac Rodriguez with Roe Engineering concurred with staff’s comments.

**ACTION:** Motion made by Commissioner Erickson, seconded by Commissioner Amoriello, and unanimously carried to **APPROVE SUSU14-00081.**

Motion passed.  
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**Major Combination:**

- 2. **SUSU14-00068:** West Desert Market Place - Tracts 6 and 10, S. A. & M.G. RY. Co. Surveys No. 226, and portion of Edgar Road, City of El Paso, El Paso County, Texas
  - Location: West of I-10 and South of Montoya
  - Property Owner: Prime Desert Properties
  - Representative: Quantum Engineering
  - District: 1
  - Staff Contact: Alfredo Austin, (915) 212-1604, [austinaj@elpasotexas.gov](mailto:austinaj@elpasotexas.gov)

**\*ACTION: WITHOUT OBJECTION SUSU14-00068 WAS POSTPONED FOR TWO (2) WEEKS, TO THE CITY PLAN COMMISSION MEETING OF SEPTEMBER 25, 2014.**

Motion passed.

**PUBLIC HEARING Resubdivision Final:**

- 3. **SUSC14-00007:** Montecillo Unit Three Replat C – A Replat of portion of Lots 3 and 6, Block 2, Montecillo Unit Three Replat B, City of El Paso, El Paso County, Texas
  - Location: West of Mesa and South of Castellano
  - Property Owner: EPT Montecillo Development East, LP
  - Representative: Conde, Inc.
  - District: 8
  - Staff Contact: Nelson Ortiz, (915) 212-1606, [ortiznx@elpasotexas.gov](mailto:ortiznx@elpasotexas.gov)

Nelson Ortiz, Planner, gave a presentation and noted that there is a revised staff report for this item. The applicant proposes to subdivide .201 acres of vacant land to construct a portion of Vin La Roda Street which is proposed as a crossing over an existing arroyo. The applicant seeks an exception from the code to allow the bridging of the arroyo in order to provide access to the Montecillo development. This application is being reviewed under Title 21 (Smart Code) and the previously approved Montecillo Regulating Plan. Staff recommends approval of the exception and approval of Montecillo Unit Three Replat C on a Resubdivision Final basis.

Conrad Conde with Conde, Inc., concurred with staff's comments.

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

**ACTION:** Motion made by Commissioner Grambling, seconded by Commissioner Erickson, and unanimously carried to **APPROVE SUSC14-00007.**

Motion passed.

**PUBLIC HEARING Resubdivision Combination:**

- 4. **SUSU14-00079:** Valley Creek Unit 3 – A replat of Valley Creek Unit Three, and all of Tract 1A2 Block 11, Upper Valley Surveys, City of El Paso, El Paso County, Texas
  - Location: South of Gomez and West of Upper Valley
  - Property Owner: Ham Management
  - Representative: Roe Engineering

District: 1  
Staff Contact: Alfredo Austin, (915) 212-1604, [austinaj@elpasotexas.gov](mailto:austinaj@elpasotexas.gov)

Alfredo Austin, Planner, gave a presentation and noted that the applicant is proposing to replat 24.0565 acres of land. The purpose of the replat is to add a park to the original 64 residential lot development. Access to the subdivision is proposed from Gomez Road. This development is vested and being reviewed under the former subdivision ordinance. The applicant is requesting the following modification: A modification within all the 52 foot wide public right-of-way (residential collectors) to have 32 foot of pavement and 5 foot sidewalk as per new standard. Staff recommends approval of the modification request and approval of Valley Creek Unit Three Replat on a Resubdivision Combination basis.

Isaac Rodriguez with Roe Engineering concurred with staff's comments.

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

**ACTION:** Motion made by Commissioner Landeros, seconded by Commissioner Amoriello, and unanimously carried to **APPROVE SUSU14-00079**.

Motion passed.

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5. **SUSU14-00083:** Homestead Meadows Unit 3 Replat B - Lot 1, Block 23, Homestead Meadows Unit 3, an addition to the County, County of El Paso, Texas
- Location: West of Krag and South of Bradley  
Property Owner: Mario Garcia  
Representative: SER Group  
District: ETJ  
Staff Contact: Alfredo Austin, (915) 212-1604, [austinaj@elpasotexas.gov](mailto:austinaj@elpasotexas.gov)

**\*ACTION: WITHOUT OBJECTION SUSU14-00083 WAS POSTPONED FOR TWO (2) WEEKS, TO THE CITY PLAN COMMISSION MEETING OF SEPTEMBER 25, 2014.**

Motion passed.

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

**PUBLIC HEARING Rezoning Applications:**

6. **PZRZ13-00038:** Portion of Lot 1, Block 1, Miramonte Industrial Park Unit 1, Replat "A", City of El Paso, El Paso County, Texas
- Location: West of Doniphan & South of Montoya  
Zoning: P-I/sc (Planned Industrial/Special contract)  
Request: P-I/sc (Planned Industrial/Special contract) to C-4/sc (Commercial/Special contract)
- Existing Use: Vacant  
Proposed Use: Office-Warehouse  
Property Owner: RDG-PDI Center, LLC  
Representative: CSA Design Group, Inc.  
District: 1  
Staff Contact: Michael McElroy, (915) 212-1612, [mcelroyms@elpasotexas.gov](mailto:mcelroyms@elpasotexas.gov)

Andrew Salloum, Planner, covering for Michael McElroy, gave a presentation and noted that staff received one letter in support to this request. Upon annexation, the subject property was zoned to I-D (Industrial-District) on September 14, 1972, which included a special contract with conditions. Conditions for platting and railroad improvements have been complied with. The condition for approval of drainage plans before building permits is addressed at the building permits stage and is not yet required for this case.

The property owner is requesting a rezoning from P-1/sc (Planned-Industrial/Special contract) to C-4/sc (Commercial/Special contract) to permit an automobile storage facility and future commercial development. Access to the property is proposed from an extension off Lockett Court. Staff recommends approval of the rezoning from P-1/sc (Planned-Industrial/sc) to C-4/sc (Commercial/Special contract). The proposed rezoning will downzone the existing industrially-zoned property and thereby provide a transitional zoning district between the adjacent residentially zoned properties.

Glen Brooks with CSA Design Group, Inc., concurred with staff's comments.

Commissioner Ardivino asked if there was anyone in the public who wished to speak in favor or against this request.

- Skip Rosenthal suggested that the commission and developers meet with the neighbors to inform them as to what is going to be built in the additional piece of land.

Gaddy Nissan, property owner, noted that the current zoning does not allow them to park cars in the property and that is the reason they are asking to downgrade the zoning. Their plan for the three acres is not for a retail operation but for a storage facility. It will be limited to day time operation and the lighting will be limited to security lighting. Mr. Nissan is willing to meet with neighbors.

**ACTION:** Motion made by Commissioner Erickson, seconded by Commissioner Grambling, and unanimously carried to **APPROVE PZRZ13-00038.**

Motion passed.

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7. **PZRZ14-00004:** West 5' of Lot 5, all of Lot 6 and the east 13' of Lot 7, Block 89, Bassett Addition, City of El Paso, El Paso County, Texas
- |                 |   |
|-----------------|---|
| Location:       | 2418 Montana Avenue   |
| Zoning:         | A-2 (Apartment)   |
| Request:        | From A-2 (Apartment) to S-D (Special Development)   |
| Existing Use:   | Single family dwelling  |
| Proposed Use:   | Law Office  |
| Property Owner: | AIC Global, LLC   |
| Representative: | Georges Halloul   |
| District:       | 8   |
| Staff Contact:  | Michael McElroy, (915) 212-1612, <a href="mailto:mcelroyms@elpasotexas.gov">mcelroyms@elpasotexas.gov</a> |

Art Rubio, Senior Planner, covering for Michael McElroy, noted that the property owner is requesting a rezoning from A-2 (Apartment) to S-D (Special Development), as well as a detailed site development plan review. The A-2 (Apartment) zoning district does not allow a law office by right, but could be permitted with the approval of a special permit for such use. The subject property is currently occupied by a single family home. Access is provided from Montana Avenue. Staff recommends approval of rezoning the subject property from A-2 (Apartment) to S-D (Special Development) and acceptance of the detailed site development plan. The recommendation is based on the compatibility with the surrounding zoning district and is compliant with the G-2 Traditional Neighborhood (Walkable) growth sector designation for the

Central Planning Area. This segment of Montana Avenue has steadily transitioned into an office and light commercial corridor. The proposed rezoning is in keeping with this trend.

Georges Halloul with SLI Engineering concurred with staff's comments.

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

**ACTION:** Motion made by Commissioner Amoriello, seconded by Commissioner Erickson, and unanimously carried to **APPROVE PZRZ14-00004.**

Motion passed.

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- 8. **PZRZ14-00018:** Lots 1 – 3, Block 1, Duenas Subdivision, City of El Paso, El Paso County, Texas
    - Location: 5301, 5305, & 5309 Ridge Street
    - Zoning: R-5 (Residential)
    - Request: From R-5 (Residential) to S-D (Special Development)
    - Existing Use: Vacant
    - Proposed Use: Quadraplexes
    - Property Owner: Ricardo Benavente
    - Representative: David Holguin
    - District: 1
    - Staff Contact: Michael McElroy, (915) 212-1612, [mcelroyms@elpasotexas.gov](mailto:mcelroyms@elpasotexas.gov)

Andrew Salloum, Planner, covering for Michael McElroy, noted that there is a revised staff report for this item. The property owner is requesting a rezoning from R-5 (Residential) to S-D (Special Development) to permit the construction of two quadraplexes. Quadraplexes are not permissible in the present R-5 zoning district. The property is currently vacant. The proposed development required 16 parking spaces and 16 are provided, to include two ADA accessible spaces and two three-space bike racks. Access to the property is proposed from Thorn Street and Ridge Street. Staff recommends approval of rezoning the subject property from R-5 (Residential) to S-D Special Development and acceptance of the detailed site development plan. The rezoning will expand the limited housing stock of this G-3 growth sector neighborhood. Additionally, the proposed quadraplexes are compatible with existing multi-family dwellings in the vicinity.

David Holguin with EPG Planning Consultants concurred with staff's comments.

Commissioner Ardovino asked if there was anyone in the public who wished to speak in favor or against this request.

- Ray Montoya expressed concern about traffic at the intersection near the elementary school.

Mr. Gallinar, Deputy Director for Planning, noted that the parcel is not big enough and based on the applicant's request, this case does not warrant a TIA.

**ACTION:** Motion made by Commissioner Loweree, seconded by Commissioner Erickson, and unanimously carried to **APPROVE PZRZ14-00018.**

Motion passed.

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- 9. **PZRZ14-00026:** Lots 25 through 28, Block 22, Second Addition to Womble Addition, City of El Paso, El Paso County, Texas

Location: 332 N. Clark Drive  
Zoning: A-O (Apartment-Office)  
Request: A-O (Apartment-Office) to C-2 (Commercial) (Related to PZST14-00023)  
Existing Use: Vacant  
Proposed Use: Contractor's Yard  
Property Owner: EB Silva Management, LLC  
Representative: Conde, Inc.  
District: 3  
Staff Contact: Michael McElroy, (915) 212-1612, [mcelroyms@elpasotexas.gov](mailto:mcelroyms@elpasotexas.gov)

**\*ACTION: WITHOUT OBJECTION PZRZ14-00026 WAS POSTPONED FOR FOUR (4) WEEKS, TO THE CITY PLAN COMMISSION MEETING OF OCTOBER 9, 2014.**

Motion passed.

10. **PZRZ14-00035:** Lot 24, Block 1, Alta-Mira Addition, City of El Paso, El Paso County, Texas  
Location: 1200 Chelsea  
Zoning: R-4 (Residential)  
Request: R-4 (Residential) to A-O (Apartment-Office)  
Existing Use: Vacant Office Building  
Proposed Use: Medical Office  
Property Owners: Nicolaus Maass & Jung Ku  
Representative: Conde, Inc.  
District: 2  
Staff Contact: Michael McElroy, (915) 212-1612, [mcelroyms@elpasotexas.gov](mailto:mcelroyms@elpasotexas.gov)

Art Rubio, Senior Planner, covering for Michael McElroy, noted that there is a revised staff report for this item. The applicant is requesting a rezoning from R-4 (Residential) to A-O (Apartment-Office). The subject property is currently occupied by a vacant office building. The subject property is of two lots comprising a single parcel. The property requires 14 parking spaces and the applicant is providing 16, including one ADA accessible parking space and three bicycle parking spaces. Access is provided from Wagner Lane and Chelsea Drive. Staff recommends approval of rezoning the subject property from R-4 (Residential) to A-O (Apartment-Office) with the following condition: *Vehicular access from Wagner Lane shall be prohibited.* The rezoning serves to clean up the split-zoning of the property thereby making it usable for its long established office use. The rezoning is compliant with the G-3 Post-War growth sector in the Plan El Paso Central Planning Area. Staff received one phone call, a petition with 42 signatures, and a letter from the neighborhood association in opposition to this request. Staff did not receive any opposition from any of the reviewing departments.

Conrad Conde with Conde, Inc., concurred with staff's comments.

Commissioner Ardovino asked if there was anyone in the public who wished to speak in favor or against this request. The following persons spoke in opposition.

- Jose Jimenez, Jr., coordinator for the neighborhood association, spoke in opposition to the request and wants to keep it residential zoning
- Guadalupe Martinez Jr., spoke in opposition to this request
- Beatriz Baeza, member of the neighborhood association, also spoke in opposition to the rezoning request

Mr. Conde rebutted and noted

- That zoning is not precedent setting

- After 2007 when Dr. Maxwell left, that building has not been used for any purpose at this point
- We are not proposing a commercial use

**ACTION:** Motion made by Commissioner Landeros, seconded by Commissioner Erickson, and unanimously carried to **APPROVE PZRZ14-00035 WITH APPLYING THE SAME SPECIAL CONTRACT AND RESTRICTIONS THAT ARE PRESENT AT THE ADJACENT A-O PROPERTY TO THE SUBJECT PROPERTY THAT IS REQUESTING THE REZONING AND THE RESTRICTION TO VEHICULAR ACCESS FROM WAGNER LANE.**

**AYES:** Commissioner Grambling, Erickson, Ardovino, Amoriello, and Landeros

**NAYS:** Commissioner Lowerree

**ABSENT:** Commissioner Brannon, Wright, and Madrid

Motion passed. (5 to 1 vote).

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11. **PZRZ14-00036:** Lot 1, Block 1, Loyas Place Subdivision, City of El Paso, El Paso County, Texas  
 Location: 320 Thorn Avenue  
 Zoning: R-3 (Residential)  
 Request: From R-3 (Residential) to R-5 (Residential)  
 Existing Use: Vacant  
 Proposed Use: Duplex  
 Property Owner: David A. Aber  
 Representative: David A. Aber  
 District: 1  
 Staff Contact: Andrew Salloum, (915) 212-1613, [salloumam@elpasotexas.gov](mailto:salloumam@elpasotexas.gov)

Andrew Salloum, Planner, noted that there is a revised staff report for this item. The applicant is requesting to rezone the subject property from R-3 (Residential) to R-5 (Residential) to allow for a duplex. A two-family duplex unit is not permitted in the R-3 (Residential) zone district. If rezoned to R-5 (Residential), the lot will comply with all required density and dimensional standards for a duplex. Access to the subject property is proposed from Thorn Avenue. Staff received two phone calls in opposition to the rezoning request stating that they did not want rental units in this property. Staff did not receive any adverse comments from the reviewing departments and is recommending approval of rezoning the subject property from R-3 (Residential) to R-5 (Residential). The recommendation is based on the compatibility with surrounding land use and the existing R-3, R-4, and R-5 (Residential) and A-2 (Apartment) zoned properties to the north, south, east, and west of the subject property and the compliance with the Plan El Paso Land Use Designation, G-3 Post-Way in the Northwest Planning Area.

David Aber concurred with staff's comments.

Commissioner Ardovino asked if there was anyone in the public who wished to speak in favor or against this request.

- Patricia Sariñana expressed her opposition about duplexes and stated her preference for single family residents.
- Dick Aber feels that the idea of duplexes being detrimental to the area is incorrect and feels this is a good solution to the great demand for housing.
- Ray Montoya spoke in opposition to the duplex expressing his concern about noise and traffic, especially during the weekends.

David Aber noted that this will not be an entry level duplex and will have all the necessary landscaping to give it the curb appeal that will add to the neighborhoods charm.

**ACTION:** Motion made by Commissioner Grambling, seconded by Commissioner Erickson, and unanimously carried to **APPROVE PZRZ14-00036.**

Motion passed.

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**RECESS:**

**ACTION: WITHOUT OBJECTION THE CITY PLAN COMMISSION TOOK A FIVE MINUTE RECESS AT 3:13 PM.**

**RECONVENE:**

**ACTION:** Motion made by Commissioner Amoriello, seconded by Commissioner Erickson, and unanimously carried to **RECONVENE THE CITY PLAN COMMISSION MEETING AT 3:19 P.M.**

Motion passed.

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Items 12 (**PZRZ14-00040**) and 13 (**PZDS14-00011**) are related and will be heard together.

12. **PZRZ14-00040:** Portion of lot 14, Block 113, Eastwood Heights Unit V, Replat B, City of El Paso, El Paso County, Texas
- Location: 10420 Montwood Drive and 10424 Brian Mooney Avenue
- Zoning: A-O (Apartment-Office)
- Request: From A-O (Apartment-Office) to C-1 (Commercial) (Related to PZDS14-00011)
- Existing Use: Parking Lot
- Proposed Use: Retail
- Property Owner: Severo Hughston, LLC
- Representative: Conde, Inc.
- District: 7
- Staff Contact: Michael McElroy, (915) 212-1612, [mcelroyms@elpasotexas.gov](mailto:mcelroyms@elpasotexas.gov)

**PUBLIC HEARING Detailed Site Development Plan Applications:**

13. **PZDS14-00011:** Lots 15, 16 and 17 and a portion of lot 14, Block 113, Eastwood Heights Unit V, Replat B, City of El Paso, El Paso County, Texas
- Location: 10420 Montwood Drive
- Zoning: C-1/sc (Commercial/Special contract) & A-O (Apartment-Office)
- Request: Detailed Site Plan Review (Related to PZRZ14-00040)
- Existing Use: Offices
- Proposed Use: Retail
- Property Owner: Severo Hughston, LLC
- Representative: Conde, Inc.
- District: 7
- Staff Contact: Michael McElroy, (915) 212-1612, [mcelroyms@elpasotexas.gov](mailto:mcelroyms@elpasotexas.gov)

Andrew Salloum, Planner, covering for Michael McElroy, noted that the rezoning request is necessary so that the property can provide parking for the adjacent lot. The retail development shown on the site plan requires 51 parking spaces but provides only 39 spaces. However, a total of 80 parking spaces will be provided, with 41 being generated by the subject property. ADA accessible parking and bicycle parking is being provided. Access is from Brian Mooney Avenue. The applicant is also applying for a detailed site plan review. The detailed site development plan review is required per special contract dated October 31, 1978, which required that the detailed

site plan be approved by the City Plan Commission and the installation of sidewalks before the issuance of building permits. There has been no communication in opposition or in favor of the requests. Staff recommends approval of rezoning the subject property from A-O (Apartment-Office) to C-1 (Commercial). The rezoning cleans up the existing split-zoning and makes the property developable for its intended commercial use. Staff also recommends approval of the detailed site plan request as it complies with Section 20.04.150 Detailed Site Plan. Both requests are compatible with the surrounding districts and consistent with the G-3 Post-Way land use designation in the Plan El Paso East Planning Area.

Conrad Conde with Conde, Inc., concurred with staff's comments.

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

**ACTION:** Motion made by Commissioner Erickson, seconded by Commissioner Amoriello, and unanimously carried to **APPROVE PZRZ14-00040 AND PZDS14-00011.**

Motion passed.

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**PUBLIC HEARING Special Permit Applications:**

- 14. **PZST14-00023:** Lots 25 through 27, Block 22, Second Addition to Womble Addition, City of El Paso, El Paso County, Texas
  - Location: 332 N. Clark Drive
  - Zoning: A-O (Apartment-Office)
  - Request: Contractor's Yard (Small) (Related to PZRZ14-00026)
  - Existing Use: Vacant
  - Proposed Use: Contractor's Yard (Small)
  - Property Owner: EB Silva Management, LLC
  - Representative: Conde, Inc.
  - District: 3
  - Staff Contact: Michael McElroy, (915) 212-1612, [mcelroyms@elpasotexas.gov](mailto:mcelroyms@elpasotexas.gov)

**\*ACTION: WITHOUT OBJECTION PZST14-00023 WAS POSTPONED FOR FOUR (4) WEEKS, TO THE CITY PLAN COMMISSION MEETING OF OCTOBER 9, 2014.**

Motion passed.

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**Other Business:**

- 15. Discussion on pond/landscape requirements.
  - Staff Contact: Ana Castillo, (915) 212-1573, [castilloam@elpasotexas.gov](mailto:castilloam@elpasotexas.gov)

Ana Castillo, Civil Engineer Associate, gave a presentation and background information on what the code requires in terms of ponding. She read the Grading Stabilization Plan Design Requirements and noted that some of the stabilization measures are Seeding Methods, Geotextiles and Mate, wood Mulching, Vegetation/Landscaping, Rock Cover, and others proposed by the applicant and approved by the Permit Official. She noted that landscaping is allowed according to the Grading Ordinance.

She answered questions from the commission.

- 16. Planning Report:

a. Annual Report to City Council

Carlos Gallinar noted that this item had been posted on the last City Plan Commission agenda and requested that the commission take a look at it. The by-laws of this commission require that this commission submit a report to the Mayor and Council. Staff has outlined this for the commission and if there are any changes staff will look at them but if not staff needs an approval from this commission so staff can forward the report to the Mayor and Council.

**ACTION:** Motion made by Commissioner Erickson, seconded by Commissioner Amoriello, and unanimously carried to **APPROVE THE ANNUAL REPORT TO CITY COUNCIL.**

Motion passed.

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**ADJOURNMENT:**

Motion made by Commissioner Landeros, seconded by Commissioner Amoriello, and unanimously carried to adjourn this meeting at 3:35 p.m.

Approved as to form:

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Carlos Gallinar, Executive Secretary, City Plan Commission

DRAFT