CITY PLAN COMMISSION MEETING
CITY COUNCIL CHAMBERS, 1ST FLOOR
DECEMBER 19, 2013
1:30 P.M.

MINUTES

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

The meeting was called to order at 1:35 p.m. Commissioner Wright present and presiding and the following Commissioners answered roll call.

COMMISSIONERS PRESENT:
Commissioner Loweree
Commissioner Brannon
Commissioner Wright
Commissioner Ardovino
Commissioner Madrid

COMMISSIONERS ABSENT:
Commissioner Borden
Commissioner Amoriello
Commissioner Grambling
Commissioner Schauer

AGENDA

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

***ACTION:** Motion made by Commissioner Ardovino, seconded by Commissioner Madrid, and unanimously carried to **APPROVE** the agenda as amended.

AYES: Commissioner Loweree, Brannon, Wright, Ardovino, and Madrid
ABSENT: Commissioner Borden, Amoriello, Grambling, and Schauer

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.

No action was taken.

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II. CONSENT AGENDA

There were no items under the Consent Agenda.

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III. REGULAR AGENDA - DISCUSSION AND ACTION:

PUBLIC HEARING Rezoning Application:

1.	**PZRZ13-00030:**	Portion of Lots 22, 23, and 24, Map of Palmdale Acres, an addition to the City of El Paso, El Paso County, Texas
	Location:	7235 North Loop
	Zoning:	R-F (Ranch-Farm)
	Request:	R-F (Apartment-Office) to C-1 (Commercial)
	Existing Use:	Single Family Home
	Proposed Use:	Assisted Living Facility (4+ persons)
	Property Owners:	Lillian Jacquez & Carlos Diaz Jr
	Representative:	Ray Mancera
	District:	3
	Staff Contact:	Michael McElroy, (915) 541-4238, mcelroyms@elpasotexas.gov

Michael McElroy, Planner, noted that there is a revised staff report for this request. Staff received one phone call in opposition to the rezoning of this request.

Ray Mancera, representing the owner, concurred with staff's comments.

Commissioner Wright 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 Loweree, seconded by Commissioner Brannon, and unanimously carried to **APPROVE PZRZ13-00030.**

Motion passed.

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PUBLIC HEARING Detailed Site Development Plan Application:

2.	**PZDS13-00019:**	A portion of Tract 39A, O.A. Danielson Survey No. 310, City of El Paso, El Paso County, Texas
	Location:	1390 George Dieter Drive
	Zoning:	C-1/c/sc (Commercial/condition/special contract) and C-4/sc (Commercial/special contract)
	Request:	Detailed Site Plan Review per Ordinance No. 17870 dated September 18, 2012
	Existing Use:	Vacant
	Proposed Use:	Medical Office
	Property Owner:	Gabter, L.P.
	Representative:	SER Group, LLC
	District:	7
	Staff Contact:	Andrew Salloum, (915)-541-4633, salloumam@elpasotexas.gov

Sergio Castillo with SER Group, concurred with staff's comments.

Commissioner Wright 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 Madrid, seconded by Commissioner Ardovino, and unanimously carried to **APPROVE PZDS13-00019.**

Motion passed.

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3.	**PZDS13-00023:**	Lot 1, Block 1, Plaza De Flores Estates, City of El Paso, El Paso County, Texas
	Location:	700 N. Zaragoza Road
	Zoning:	C-1/sc (Commercial/special contract)
	Request:	Detailed Site Plan Review per Ordinance No. 4820 dated April 6, 1972
	Existing Use:	Shopping Center (Community)
	Proposed Use:	Retail
	Property Owner:	Verde Paso Partners L.P.
	Representative:	GA Architecture, Inc.
	District:	6
	Staff Contact:	Andrew Salloum, (915)-541-4633, salloumam@elpasotexas.gov

Cruz Monroy from GA Architects concurred with staff's comments.

Commissioner Wright 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 Madrid, seconded by Commissioner Ardovino, and unanimously carried to **APROVE PZDS13-00023.**

Motion passed.

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Commissioner Wright welcomed Commissioner Edith Brannon who was appointed to the City Plan Commission by Representative Ann Lilly from District 1.

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PUBLIC HEARING Special Permit Application:

4.	**PZST13-00025:**	Lots 27-32, Block 118, East El Paso, City of El Paso, El Paso County, Texas
	Location:	3500 & 3506 Pershing Drive
	Zoning:	A-2 (Apartment)
	Request:	55% Parking Reduction
	Existing Use:	Church
	Proposed Use:	Church – Addition
	Property Owner:	Faith United Methodist
	Representative:	Boyd & Associates, Inc.
	District:	2
	Staff Contact:	Andrew Salloum, (915)-541-4633, salloumam@elpasotexas.gov

Andrew Salloum, Planner, noted that there is a revised staff report for this request.

Bill Boyd, Architect for the church, concurred with staff's comments.

Commissioner Wright 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 Ardovino, seconded by Commissioner Madrid, and unanimously carried to **APPROVE PZST13-00025.**

Motion passed.

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Commissioner Wright welcomed Kristen Hamilton, Assistant City Attorney, who will be handling cases previously handled by Lauren Ferris.

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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.

PUBLIC HEARING Resubdivision Combination:

5.	**SUSU13-00109:**	Stevens Addition Replat B – A replat of Stevens Addition Replat A and portion of Santa Fe Street, Durango Street, and Missouri Avenue, City El Paso, El Paso County, Texas
	Location:	West of Santa Fe Street and South of I-10
	Property Owner:	City of El Paso
	Representative:	Conde, Inc.
	District:	8
	Staff Contact:	Raul Garcia, (915) 541-4935, garciar1@elpasotexas.gov

Raul Garcia, Senior Planner, noted that there is a revised staff report for this request.

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

Commissioner Wright 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 Brannon, seconded by Commissioner Loweree, and unanimously carried to **APPROVE SUSU13-00109.**

Motion passed.

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6.	**SUSU13-00111:**	Boulder Canyon Replat A – A replat of Boulder Canyon Subdivision, an addition to the City of El Paso, El Paso County, Texas
	Location:	North of Belvidere and West of Westwind
	Property Owner:	DEVP Land LLC
	Representative:	Cea Group

District: 1
Staff Contact: Alfredo Austin, (915) 541-4192, austinaj@elpasotexas.gov

Alfredo Austin, Planner, noted that there is a revised staff report for this request.

Jorge Azcarate with CEA Group concurred with staff's comments.

Commissioner Wright 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 Madrid, seconded by Commissioner Ardovino, and unanimously carried to **APPROVE SUSU13-00111.**

Motion passed.

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Other Business:

7. Discussion and action on the City Plan Commission minutes for:
December 5, 2013

ACTION: Motion made by Commissioner Ardovino, seconded by Commissioner Loweree, and carried to **APPROVE THE CITY PLAN COMMISSION MINUTES FOR DECEMBER 5, 2013.**

AYES: Commissioner Loweree, Wright, Ardovino, and Madrid
ABSTAIN: Commissioner Brannon
ABSENT: Commissioner Borden, Amoriello, Grambling, and Schauer

Motion passed.

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8. Discussion and action on an Ordinance amending Title 20 Zoning, Chapter 20.10 Supplemental Use Regulations, to create a Civic and Cultural District, and Chapter 20.18 Sign Regulations, Article IV on-Premises Sign Regulations, to create Standards for Civic and Cultural District Signs of the El Paso City Code. The penalty is as provided for in Chapter 20.24 of the El Paso City Code.
Staff Contact: Alex Hoffman, (915) 541-4638, hoffmanap@elpasotexas.gov

***ACTION:** Motion made by Commissioner Ardovino, seconded by Commissioner Madrid, and unanimously carried to **DELETE AN ORDINANCE AMENDING TITLE 20 ZONING, CHAPTER 20.10 SUPPLEMENTAL USE REGULATIONS, TO CREATE A CIVIC AND CULTURAL DISTRICT, AND CHAPTER 20.18 SIGN REGULATIONS, ARTICLE IV ON-PREMISES SIGN REGULATIONS, TO CREATE STANDARDS FOR CIVIC AND CULTURAL DISTRICT SIGNS OF THE EL PASO CITY CODE.**

Motion passed.

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9. Presentation on updated land use assumptions and capital improvements plan as required by Chapter 395 of the Texas Local Government Code, prior to the re-evaluation of the existing impact fee structure for water and wastewater services.
Staff Contact: Mathew McElroy, (915) 541-4193, mcelroymx@elpasotexas.gov

***ACTION:** Motion made by Commissioner Ardovino, seconded by Commissioner Madrid, and unanimously carried to **MOVE ITEM 9 TO THE FRONT OF THE AGENDA.**

Motion passed.

Mathew McElroy, City Development Director, gave a presentation and briefed the commission on the updated Land Use Assumptions (LUA).

He noted that on May 12, 2009, the City Council passed Ordinance number 017113 adopting impact Fees for water and wastewater facilities.

In accordance with Chapter 395 of the Texas Local Government Code, the city must update its land use assumptions and capital improvements plan at least every five years. The initial five-year period began on the day the City Council adopted the capital improvements plan on March 24, 2009. As part of this periodic update, the City is required to hold multiple public hearings and allow ample time and the opportunity for public comment and participation.

He spoke about the ten year growth projection and gave a brief summary that compares the original work done by Halff & Associates and Red Oak Consulting to today's estimates based on the new information.

He noted that this is just a presentation and no action will be taken.

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10. Planning Report:
2014 City Plan Commission Meeting Schedule
Staff Contact: Carlos Gallinar, (915) 541-4662, gallinarrc@elpasotexas.gov

Carlos Gallinar, Deputy Director for Planning, reminded the commission that staff is seeking guidance from them to set up the annual CPC meeting scheduled for January 23, 2014. He noted that staff will present a spreadsheet to the commission with all zoning and subdivision items that have been brought before them throughout the year. The commission will also have the opportunity to select the chair and vice-chair. Any items that the commission wants to include in the annual business meeting should be sent to staff. The commission requested that staff update them on the development code and changes that have taken place.

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ADJOURNMENT:

Motion made by Commissioner Brannon, seconded by Commissioner Madrid, and unanimously carried to adjourn this meeting at 2:45 p.m.

Approved as to form:

Carlos Gallinar, Executive Secretary, City Plan Commission