



HORIZON CITY

Incorporated 1988

**AGENDA
PUBLIC MEETING
REGULAR PLANNING AND ZONING MEETING
THE TOWN OF HORIZON CITY, TEXAS
Monday, May 16, 2022, 6:00 PM**

Notice is hereby given that a Regular Planning and Zoning Meeting of the Town of Horizon City, Texas will be held on **Monday, May 16, 2022 at 6:00 PM** at City Council Chambers Room, 15001 Darrington Road, Horizon City, TX 79928, at which time the following will be discussed and considered:

1. CALL MEETING TO ORDER & DETERMINATION OF QUORUM

2. COMMISSION MEMBERS ATTENDANCE:

COMMISSIONERS EXCUSED AND UNEXCUSED:

3. OPEN FORUM: NOTE: The Planning & Zoning Commission encourages public comment on all matters of interest listed on this agenda. Speakers from the audience will be given an opportunity to discuss each item in the order in which it appears on the agenda, prior to the Commission discussing the item unless otherwise approved by the Chairman. A "Speaker Request" form is available for those who wish to sign up on the day of the meeting. This form is also available in advance by downloading the attached form. Please submit the "Speaker Request" form completely filled out to the Board Secretary prior to the meeting. The Commission retains the option to set reasonable limits on the number, frequency, and length of presentations. Please contact the Board Secretary at (915) 852-1046 Ext. 404 with any additional questions.

4. PUBLIC HEARINGS

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 modification, 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.

A. DISCUSSION AND RECOMMENDATION:

4

Planning Director

(This item has been postponed at previous meetings per the applicant's request) On the resubmitted replat application for **Horizon Manor Unit Three Replat "A" (#RP-002460-2020)**, legally described as a portion of Lot 19, Block 9, Horizon Manor Unit Three, Town of Horizon City, El Paso County, Texas. Containing 7.9365 ± acres. Application submitted by CAD Consulting Co.

5. OTHER BUSINESS

A. DISCUSSION AND ACTION:

On proposed amendments to the Horizon City Municipal Code to allow an unenclosed carport as a permitted use on residential and multi-family properties.

B. DISCUSSION AND ACTION:

12

On the Planning and Zoning Special Meeting minutes for the meeting held on Monday, April 25, 2022

6. ANNOUNCEMENTS

A. The next regular scheduled meeting: **Monday, June 20, 2022 at 6pm.**

Adjournment:

Motion to Adjournment: _____ 2nd _____

Dated this

By: _____

Elvia Schuller, City Clerk

I, the undersigned authority, hereby certify that the above notice of the Regular Planning and Zoning Meeting of the Town of Horizon City, Texas is a correct copy of this notice, and that I posted this notice at least seventy-two (72) hours preceding the scheduled meeting at the City Hall Bulletin Boards of the Town of Horizon City, Texas on this _ by 5:00 p.m.

Agenda Removed: _____ Time _____ By _____

In compliance with the Americans with Disabilities Act, the Town of Horizon City will provide for reasonable accommodations for persons attending meetings. Requests for auxiliary aids and services must be made 48 hours prior to this meeting by calling the City Clerk at (915) 852-1046.

SPEAKER REQUEST FORM

(for all persons who wish to address the Board or Commission)

Date of Meeting: _____

Your Name: _____

Residence Address: _____

City: _____ Contact Number: _____

IF SPEAKING FOR AN ORGANIZATION:

Name of Organization: _____

Speaker's Official Capacity: _____

Agenda Item No.: _____ Public Hearing Agenda Item No.: _____

For (if applicable) Against (if applicable)

OPEN FORUM:

To speak on an item not listed on the agenda, known as **OPEN FORUM**, please indicate area of interest:

Please remember to step to the podium as soon as you are recognized by the chair; state your name and address before beginning your presentation. If you have written notes you wish to present to the Chair and the Board/Commission, PLEASE FURNISH AN EXTRA COPY FOR THE BOARD/COMMISSION.

The Board/Commission will appreciate each speaker limiting an address on any one item to three minutes.

Thank you for your cooperation.

**PLEASE CARRY THIS FORM TO THE
BOARD SECRETARY AT THE DESK PRIOR
TO THE BEGINNING OF THE MEETING.**



**TOWN OF HORIZON CITY
Planning and Zoning Commission Staff Report**

Case No.: SUB-002460-2021
Horizon Manor Unit Three Replat "A"

Application Type: **Preliminary and Final Plat**

P&Z Hearing Date: December 20, 2021 (Applicant has requested postponement since April 2021)

Staff Contact: Michelle Padilla
915-852-1046; mpadilla@horizoncity.org

Address/Location: The vacant parcel is located within Opossum Circle and abuts Duaneburg St.

Legal Description: A portion of Lot 19, Block 9, Horizon Manor Unit 3
Town of Horizon City, El Paso County, Texas

Acreage: Approximately 7.9365 ± Acres

Owner: JDP Properties LLC

Applicant: Not Provided

Nearest Park: Golden Eagle Park

Nearest School: Carroll T. Welch Elementary School

SURROUNDING PROPERTIES:

	Zoning	Land Use
N	R-8 (Residential)	SF (Single Family) Homes
E	R-9 (Residential)	SF (Single Family) Homes
S	R-8 (Residential)	SF (Single Family) Homes
W	R-8 (Residential)	SF (Single Family) Homes

LAND USE AND ZONING:

	Existing
Land Use	Vacant
Zoning	R-2 Residential

Application Description:

The proposed subdivision is approximately 7.9365 acres and includes 16 lots for single-family residential development, the smallest lot measuring approximately 6,000.2 square feet and the largest lot measuring approximately 6,615.9 square feet in size. In addition, a ponding area of approximately 5.639 acres is included.

In accordance with Section 2.8.1 of the Subdivision Ordinance, the proposed subdivision will require that parkland fees in the amount of \$6,400.00 be paid prior to filing the final plat.

Notice:

In accordance with Section 212.015.f of the Texas Local Government Code, notice of the approval of the replat will be mailed to each property owner of a lot in the original

subdivision that is within 200 feet of the lot(s) to be replatted no later than fifteen (15) days after the date of the City Council meeting at which the replat is approved.

Staff Recommendation:

Staff recommends *approval* of the proposed preliminary plat with the following conditions:

1. All comments shall be addressed prior to City Council action.

Planning Comments:

- If there is ponding to be dedicated, the dedication shall be included in the "Owner's Dedication, Certification and Attestation" statement.
- Staff continues to work with the applicant/developer to determine the City's share, if any, of the drainage improvements.
- Addresses shall be provided for lots 10 through 17, block 1 on both the preliminary and final plats.

Public Works Director Comments:

Preliminary Plat:

1. Metes and Bounds description is missing Bearing N 89 57' 28'' E and Distance 110.00' at point of beginning.
2. Provide utility easements on Block 1 lots 1-8.
3. Provide Ponding capacity information/calculations. See Ordinance No.0035, 4.2.2.5 (7c.) and 4.2.2.6 (8c.) and 4.2.2.6 (8d.) and 4.2.2.7 (9).
4. Updated Drainage study/report to be submitted during the Subdivision Improvement Plan Review.
5. Show watershed areas.
6. On the note section #8, modify note stating the developer is responsible to repave/improve any portion of Duanesburg St. and/or Opossum Cir. (to include sidewalk, drainage easements, rock/retaining walls, drainage structures and H.C. Ramps) as necessary for drainage purposes.

Final Plat:

1. Metes and Bounds description is missing Bearing N 89 57' 28'' E and Distance 110.00' at point of beginning.
2. Provide utility easements on Block 1 lots 1-8.
3. Missing addresses on lots 10-17, Block 1, no address review. El Paso County 9-1-1 District approval is required.
4. Updated Drainage study/report to be submitted during the Subdivision Improvement Plan Review.
5. Provide A copy of the restrictions and covenants to be recorded, if any.

Town Engineer Comments:

Preliminary Plat:

1. Remove the cross-section for the Residential Sub-collector Street from the plat, included in the plat.
2. Update the drainage calculations table to reflect plat drainage areas.
3. It is not clear from the plat if the pond will remain private or be dedicated to the Town of Horizon City. Please clarify.
4. Update plat with revision date.
5. Coordinate with the Town of Horizon City with regard to any additional comments they may have.

Final Plat:

1. If the pond is going to be dedicated to the Town of Horizon City, include the pond in the dedication statement.

2. Update plat with revision date.
3. Revise dates in dedication and signature blocks to 2021.
4. Coordinate with the Town of Horizon City with regard to any additional comments they may have.

El Paso Electric Company:

Plat (comments):

- Lot 1 thru Lot 8 – provide 10' wide easement along frontage of all lots
- Lot 9 (ponding area) - Continue platted 5' wide utility easement along entire Access to ponding area converted to 20' wide drainage and utility easement
Future use? Developable?
Will it be requiring power?

Additional comments:

- Developer is to coordinate with EPE's Operation Departments (Distribution) to discuss/perform construction
- Developer is to provide Engineering plans (construction drawings) to EPE for review and comment

El Paso County 9-1-1 District:

Pending comments on proposed addressing.

Clint Independent School District Comments:

CISD has the capacity for additional students.

Additional Requirements:

Failure of the subdivider to submit a recording plat within twelve (12) months of approval of the final plat by the City Council will nullify the approval of the final plat and obligate the subdivider to reapply for preliminary plat approval should the subdivider wish to pursue the subdivision. (Municipal Code Chapter 10, Section 4.11.2)

Attachments:

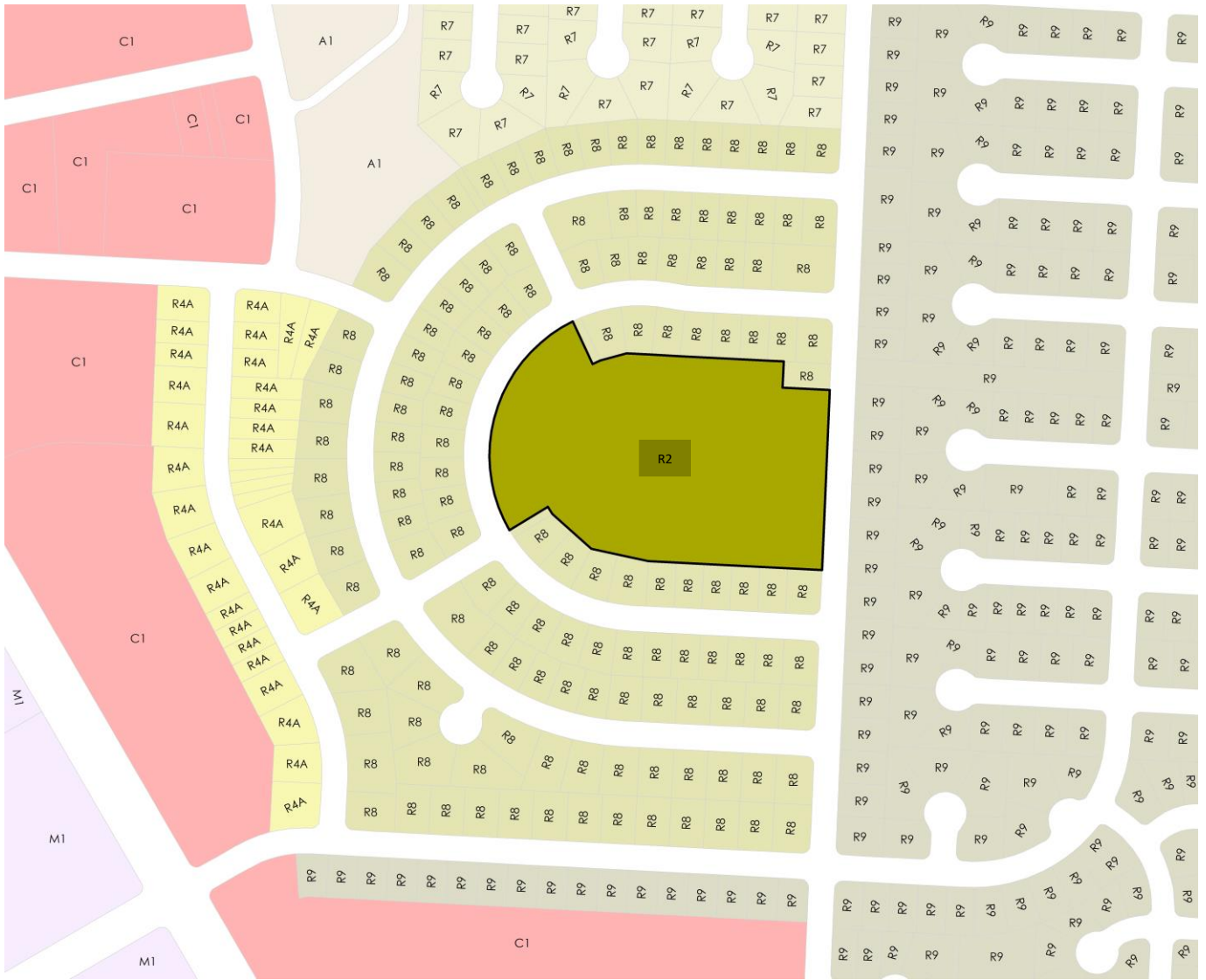
- 1 **Aerial**
- 2 **Zoning Map**
- 3 **Location Map**
- 4 **Preliminary Plat**
- 5 **Final Plat**
- 6 **Application**

Attachment 1: Aerial



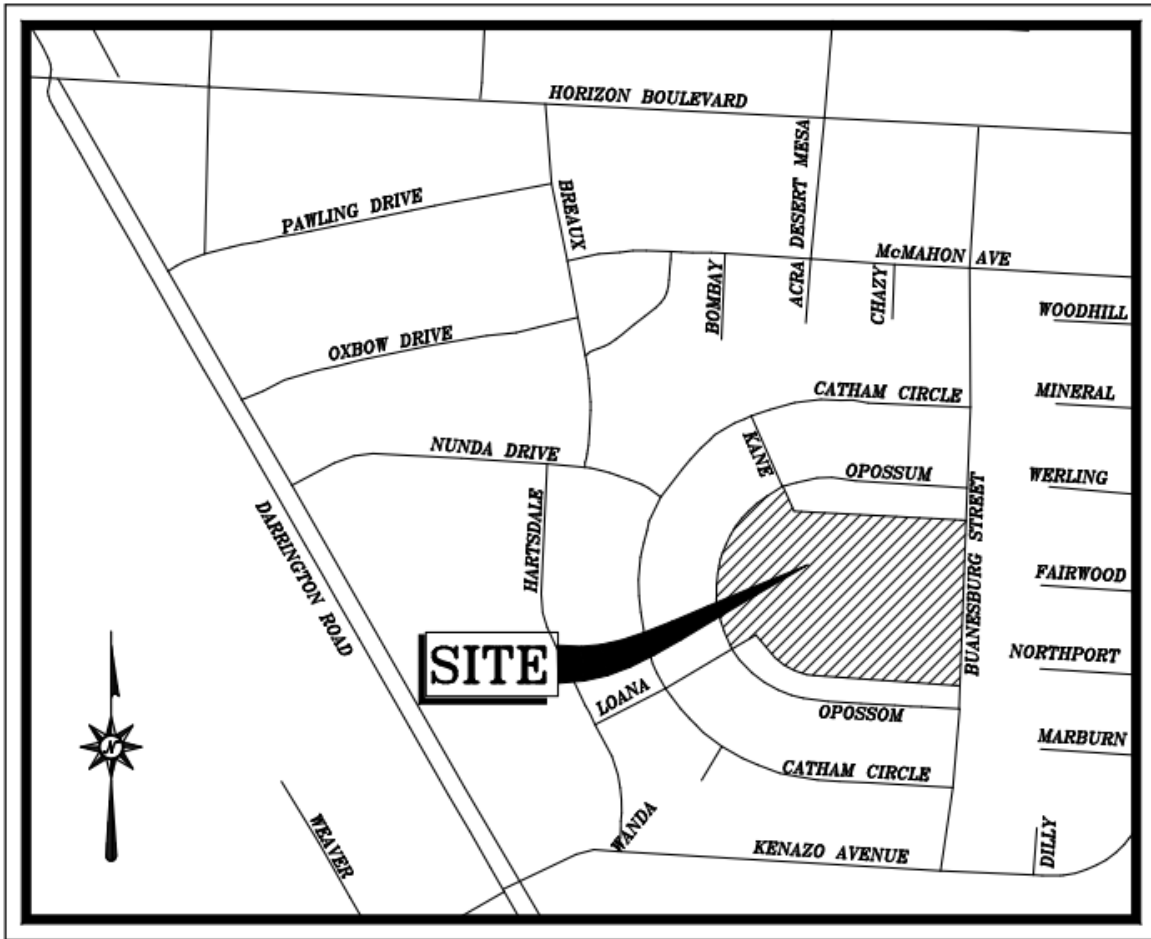
Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Attachment 2: Zoning Designation



Attachment 3- Location Map

LOCATION MAP: 1"=600'



Attachment 5 - Application



TOWN OF HORIZON CITY
 14999 Darrington Road
 Horizon City, Texas 79928
 Phone 915-852-1046 Fax 915-852-1005

REPLAT APPLICATION

RP-002460-2020

SUBDIVISION PROPOSED NAME: HORIZON MANOR UNIT 3 REPLAT A SUBMITTAL DATE: _____

1. LEGAL DESCRIPTION FOR THE AREA INCLUDED ON THIS PLAT (TRACT, BLOCK, GRANT, etc.)
A PORTION OF LOT 19, BLOCK 9, HORIZON MANOR UNIT THREE

2. PROPERTY LAND USES:

	ACRES	SITES		ACRES	SITES
SINGLE-FAMILY	_____	<u>16</u>	OFFICE	_____	_____
DUPLEX	_____	_____	STREET & ALLEY	_____	_____
APARTMENT	_____	_____	PONDING & DRAINAGE	<u>5.6369</u>	<u>1</u>
MOBILE HOME	_____	_____	INSTITUTIONAL	_____	_____
P.U.D.	_____	_____	OTHER	_____	_____
PARK	_____	_____		_____	_____
SCHOOL	_____	_____	TOTAL NO. SITES	_____	<u>16</u>
COMMERCIAL	_____	_____	TOTAL (GROSS) ACREAGE	<u>7.9365</u>	_____
INDUSTRIAL	_____	_____			

Planning Department
3/25/21
State Rec'd

3. WHAT IS THE EXISTING ZONING OF THE ABOVE DESCRIBED PROPERTY? R-2 PROPOSED ZONING _____

4. WILL THE RESIDENTIAL SITES, AS PROPOSED, PERMIT DEVELOPMENT IN FULL COMPLIANCE WITH ALL ZONING REQUIREMENTS OF THE EXISTING RESIDENTIAL ZONE(S)? YES NO

5. WHAT TYPE OF UTILITY EASEMENTS ARE PROPOSED? UNDERGROUND OVERHEAD COMBINATION

6. WHAT TYPE OF DRAINAGE IS PROPOSED? (IF APPLICABLE LIST MORE THAN ONE) DRAIN TO POND

7. IF SINGLE-FAMILY OR DUPLEX DEVELOPMENT IS PROPOSED: AVERAGE FLOOR AREA OF HOUSES _____

8. ARE SPECIAL IMPROVEMENTS PROPOSED IN CONNECTION WITH THE DEVELOPMENT? YES NO

9. IS A MODIFICATION OF ANY PORTION OF THE SUBDIVISION ORDINANCE PROPOSED? YES NO
 IF ANSWER IS "YES", PLEASE EXPLAIN THE NATURE OF THE MODIFICATION _____

10. WHAT TYPE OF LANDSCAPING IS PROPOSED? PARKWAY MEDIANS OTHER

11. REMARKS AND/OR EXPLANATION OF SPECIAL CIRCUMSTANCES: _____

12. WILL PLAT BE RECORDED PRIOR TO SUBDIVISION IMPROVEMENTS BEING COMPLETED & APPROVED? YES NO N/A INITIALS JDP
 IF YES, submit REQUIRED GUARANTEE (SECTION 4.10.3 & 8.1.7, Municode Chapter 10) OR Improvement Cost Estimates & Construction Agreement

13. WILL ANY RESTRICTIONS AND COVENANTS BE RECORDED WITH PLAT? YES NO INITIALS JDP IF YES, PLEASE ATTACH COPY.

14. OWNER OF RECORD JAP PROPERTIES LLC 6713 CARTAN AVE 256-1913
 (NAME & ADDRESS) (EMAIL) (PHONE)

15. DEVELOPER _____
 (NAME & ADDRESS) (EMAIL) (PHONE)

16. ENGINEER 4S ENGINEERING SERVICES 3616 MCRAE 443-9644
 (NAME & ADDRESS) (EMAIL) (PHONE)

17. APPLICANT _____
 (NAME & ADDRESS) (EMAIL) (PHONE)

18. REP/POINT OF CONTACT CAD CONSULTING CO. 1790 N. LEE TREVINO 633-6422
 (NAME & ADDRESS) (EMAIL) (PHONE)

NOTE: Applicant is responsible for all expenses incurred by the City in connection with the Replat approval request, including but not limited to attorney's fees, engineering fees and publication. Charges exceeding deposit will be invoiced separately. Initials JDP.

Applicant Signature [Signature] EMAIL JAPPROPERTIES@OUTLOOK

APPLICATION MUST BE COMPLETE & VALIDATED PRIOR TO SUBDIVISION PROCESSING
 Acceptance of fee does not grant acceptance of application.
 Non Refundable Deposit \$500 | Application Fees: \$100 | Publishing Fee Deposit (if applicable): \$260



1. **CALL MEETING TO ORDER & DETERMINATION OF QUORUM**

2. **COMMISSION MEMBERS ATTENDANCE:**

COMMISSIONERS EXCUSED: Robert Avila Jr. | UNEXCUSED: Cecily Armstrong,

3. **OPEN FORUM:** NOTE: The Planning & Zoning Commission encourages public comment on all matters of interest listed on this agenda. Speakers from the audience will be given an opportunity to discuss each item in the order in which it appears on the agenda, prior to the Commission discussing the item unless otherwise approved by the Chairman. A "Speaker Request" form is available for those who wish to sign up on the day of the meeting. This form is also available in advance by downloading the attached form. Please submit the "Speaker Request" form completely filled out to the Board Secretary prior to the meeting. The Commission retains the option to set reasonable limits on the number, frequency, and length of presentations. Please contact the Board Secretary at (915) 852-1046 Ext. 404 with any additional questions.

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A. **DISCUSSION AND RECOMMENDATION:**

(This item has been postponed at previous meetings per the applicant's request) On the resubmitted replat application for **Horizon Manor Unit Three Replat "A" (#RP-002460-2020)**, legally described as a portion of Lot 19, Block 9, Horizon Manor Unit Three, Town of Horizon City, El Paso County, Texas. Containing 7.9365 ± acres. Application submitted by CAD Consulting Co.

ACTION: Motion made by **GARDEA**, 2ND by **MELENDEZ** to postpone item.

AYES: BERRY, FLORES, MELENDEZ, DURAN and GARDEA.

MOTION CARRIED

B. **DISCUSSION AND RECOMMENDATION:**

On preliminary and final plat applications for **Rancho Desierto Bello Unit Fifteen Phase 1** subdivision (#SUB002496-2022), legally described as being a portion of Leigh Clark Survey No. 297, Town of Horizon City, El Paso County, Texas. Application submitted by TRE & Associates.

ACTION: Motion made by **GARDEA**, 2ND by **DURAN** for conditional approval that 1. All remaining staff comments be Addressed prior to City Council action. 2. The vacation of the easements as shown on the face of the plat, shall be completed and Such instruments shall be provided to the City prior to the recording of the final plat.

AYES: BERRY, FLORES, MELENDEZ, DURAN and GARDEA.

MOTION CARRIED



C. DISCUSSION AND RECOMMENDATION:

On preliminary and final plat applications for **Rancho Desierto Bello Unit Fifteen Phase 2** subdivision (#SUB002497-2022), legally described as being a *portion of Leigh Clark Survey No. 297, Town of Horizon City, El Paso County, Texas*. Application submitted by TRE & Associates.

ACTION: Motion made by **GARDEA**, 2ND by **DURAN** for conditional approval that all remaining staff comments shall be Addressed prior to City Council action.

AYES: BERRY, FLORES, MELENDEZ, DURAN and GARDEA.
MOTION CARRIED

5. OTHER BUSINESS

A. DISCUSSION AND ACTION:

On the Planning and Zoning meeting minutes for the meeting held on Monday, February 21, 2022

ACTION: Motion made by **FLORES**, 2ND by **DURAN** to approve meeting minutes of February 21, 2022 with numbering correction.

AYES: BERRY, FLORES, MELENDEZ, DURAN and GARDEA.
MOTION CARRIED

6. ANNOUNCEMENTS

A. The next regular scheduled meeting: **Monday, May 16, 2022, at 6pm.**

EXECUTIVE SESSION

The Planning and Zoning Commission of the Town of Horizon City may recess into Executive Session pursuant to the Texas Government Code, Chapter 551, Subchapter D, under Article 551.071 – Consultation with Attorney; 551.072 – Deliberation regarding Real Property; and 551.087 – Deliberation regarding Economic Development Negotiations.

ADJOURNMENT: The meeting adjourned at 6:24 pm.

Roberto Avila Jr. Chair

(Date)

ATTEST:

Elizabeth S. Luna
Secretary to the Boards

DISTRIBUTION OF MINUTES:

Original: Horizon City Administrative File
Copy: Planning and Zoning Commission
Posted: Internet Website: www.horizoncity.org