



THIS IS GOD'S COUNTRY

PLANNING & ZONING COMMISSION MEETING

May 20, 2024 at 6:00 PM

City Council Chambers
1600 Avenue M, Hondo, TX

AGENDA

Notice is hereby given that a Planning & Zoning Commission Meeting will be held May 20, 2024 at 6:00 p.m. in the City Council Chambers, City Hall at 1600 Avenue M, Hondo, Texas.

Persons may submit questions or comments for items on the agenda by email to: rdolphus@hondo-tx.org. Questions or comments submitted by email must be received by the city at least 1 hour prior to the scheduled start of the meeting in order to be presented to the City Council during the meeting.

The following items will be discussed, to-wit:

1. **CALL TO ORDER.**
2. **QUORUM CHECK.**
3. **PLEDGE OF ALLEGIANCE.**
4. **COMMENTS ON NON-AGENDA ITEMS**

Any member of the public may address Commission regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Commission requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Commission is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

PRESENTATIONS

5. **CITY OF HONDO LOCAL DEVELOPMENT SCHEME: ENVISION 2040**

CONSENT

The Consent Agenda is considered self-explanatory and will be enacted by the Commission with one motion. There will be no separate discussion of these items unless they are removed from the Consent Agenda upon the request of a Commissioner.

6. CONSIDERATION AND APPROVAL OF THE MAY 6, 2024 PLANNING & ZONING COMMISSION MEETING MINUTES.

OTHER BUSINESS

7. AMENDMENT TO THE UNIFIED DEVELOPMENT CODE SECTION 7.3 RELATING TO POLITICAL SIGNS.

- A OPEN PUBLIC HEARING
- B STAFF PRESENTATION
- C PUBLIC COMMENTS (LIMITED TO 3 MINUTES PER PERSON)
- D ADJOURN PUBLIC HEARING
- E DISCUSSION AND POSSIBLE ACTION: AMENDMENT TO UNIFIED DEVELOPMENT CODE SECTION 7.3 RELATING TO POLITICAL SIGNS

8. PRELIMINARY PLAT REQUEST FROM SYLVESTER & MELISSA GALLARDO
THE COMMISSION WILL HOLD A PUBLIC HEARING ON A REQUEST FROM SYLVESTER & MELISSA GALLARDO, OWNER/APPLICANT, FOR A PRELIMINARY PLAT ON 20.27 ACRES OF LAND SITUATED WITHIN THE CITY OF HONDO IN MEDINA COUNTY, TEXAS, OUT OF SURVEY NO. 187, ABSTRACT NO. 428, A.GSELL, WITH THE LEGAL DESCRIPTION BEING, A0428 A.GSELL SURVEY 187. THIS PROPERTY IS ALSO KNOWN AS TWIN ESTATES SUBDIVISION.

THE SUBJECT PROPERTY IS LOCATED IN THE 1500 BLOCK OF 11TH STREET AT THE CORNER OF AVENUE P. THE PROPERTY IS GENERALLY LOCATED NORTH OF 11TH STREET AND WEST OF AVENUE P WITHIN THE SHOIN NEIGHBORHOOD AND IS IDENTIFIED AS ASSESSOR'S PARCEL IDENTIFICATION NO. 4571.

- A OPEN PUBLIC HEARING
- B STAFF PRESENTATION
- C APPLICANT PRESENTATION
- D PUBLIC COMMENTS (LIMITED TO 3 MINUTES PER PERSON)
- E ADJOURN PUBLIC HEARING
- F DISCUSSION AND POSSIBLE ACTION: PRELIMINARY PLAT REQUEST FROM SYLVESTER & MELISSA GALLARDO

9. ADJOURN.

I hereby certify that the above Notice of Planning & Zoning Commission Meeting was posted on the bulletin board in City Hall, 1600 Avenue M, Hondo, Texas, at a place convenient and readily accessible to the general public at all times on May 17, 2024 at 11:00 a.m.

ATTEST:

Stephanie Velazquez For:
Rebekah Dolphus
City Secretary



The Planning & Zoning Commission of the City of Hondo reserves the right to convene in Executive Session in accordance with the Texas Open Meetings Act, Texas Government Code: Section 551.071 (Consultations with Attorney), Section 551.072 (Deliberations about Real Property), Section 551.074 (Personnel Matters), Section 551.076 (Deliberations about Security Devices), or Section 551.087 (Deliberations Regarding Economic Development Negotiations) on any of the above items.

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS

The City of Hondo City Council Meetings is available to all persons regardless of disability. If you require special assistance, contact the City Secretary forty-eight (48) hours prior to the meeting time at 830-426-3378.

ENVISION 2040



PRESENTED BY

CITY OF HONDO DEVELOPMENT SERVICES

May 20, 2024

CITY OF HONDO LOCAL DEVELOPMENT SCHEME (Local Development Framework Timetable)

Introduction:

The City of Hondo continues to crystallize. It is currently experiencing growth in development that calls for growth management. This is also at a time in the aftermath of a health pandemic that calls for an enabling environment suitable for healthy living. Consequently, a comprehensive plan is being produced. This plan comes in the form of a Local Development Framework (LDF) which is a suite of documents that includes the actual comprehensive plan (Core Strategy) as described below.

The Local Development Scheme (LDS) describes the planning policy documents that are to be prepared for the City of Hondo, TX. The LDS is the project plan that shows the timescales and key milestones for the production of the comprehensive plan. This comprehensive plan will comprise a number of documents. The plan will strive to ensure that development achieves a balance of delivering economic, social and environmental sustainability objectives.



Courtesy, Marketing Alliance

Document Profile

Envision 2040: Hondo Comprehensive Plan (Core Strategy)	
Role and Scope	
The Hondo Comprehensive Plan, otherwise known as the Core Strategy sets out the overall direction for land use planning in Hondo, TX. This plan was in response to the deficiencies inherent in the City's current Master Plan as well as land uses; a deterioration in the economic base and a need to provide for an enabling environment suitable for healthy living. The plan would create easy access to good jobs and generally crystallize an environment devoid of blight and decay where people would want to live, work and appreciate nature. The Core Strategy (CS) provides a vision for Hondo followed by strategic principles that will deliver this vision. This includes job creation and expansion of employment areas, retail-led development, good quality housing development, science and research as well as improving infrastructure to support growth within the city. The CS makes clear spatial choices about where development should be located in general terms. It defines the boundary and sets out strategic allocations for housing and employment. The CS looks comprehensively at the land use function of Downtown Hondo and allocates key sites and development opportunity sites in order to promote their eventual development. There is also an emphasis on the improvement and revitalization of the Central Business District in accordance with the Action Area Plan.	
Time Table	
Old Master Plan Review	June 2024 - September 2024
Commence preparation, consultation on city vision and broad goals	October 2024 - December 2024 (Community Meeting - December 2024)
Initiate sustainability appraisal and evidence gathering, consultation with public and statutory bodies	January 2025 - June 2025
Alternatives Issues and Options, consultation on preferred option.	April 2025 - July 2025 (Community meeting - July, 2025)
Preparation of the draft CS and consultation on draft CS. (Public Hearing in October 2025)	August 2025 - October 2025
Publication of Submission Document	October 2025 - November 2025
Adoption	December 2025

Document Profile

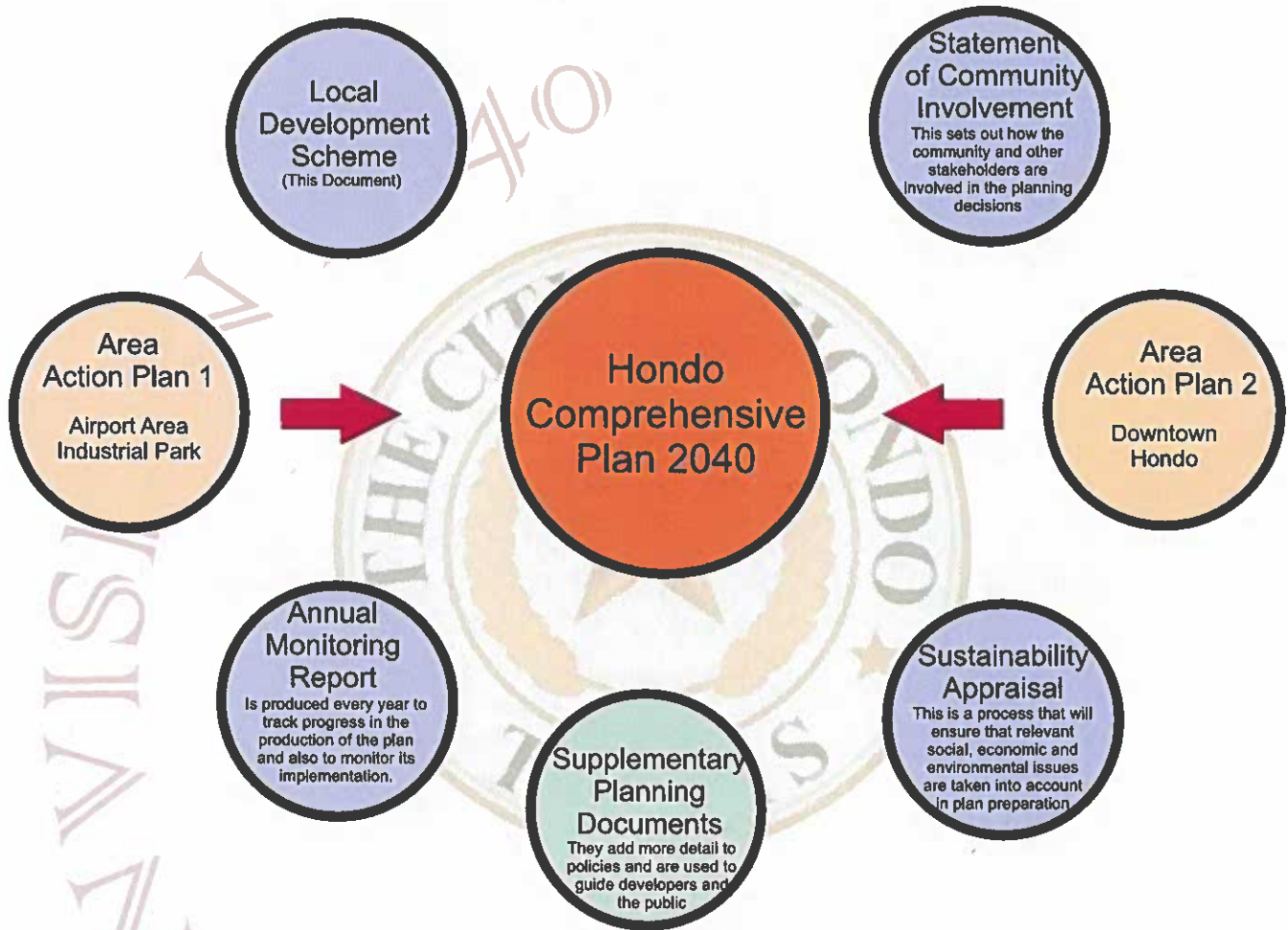
Area Action Plan 1: Far West/Northwest Hondo	
Role and Scope	
The Far West/Northwest Area Action Plan will address the land use function of the Airport area and its environs, and also take a strategic look at the area's future development. This is a plan akin to an industrial park that seeks to analyze the physical characteristics of an emerging business hub and translate the needs of the community into developing an integrated program that would create better living conditions for the residents.	
Geographic Coverage	
The Far West/Northwest Area	
Status	
Development Plan Document	
Policy Context	
Must be in conformity to the Comprehensive Plan and the Local Government Code ch. 213	
Time Table	
Commence preparation, kick off with a briefing workshop/neighborhood meeting	October, 2024
Needs assessment, identification of issues, (evidence gathering), consultation with public and statutory bodies	October 2024 - December 2024
Neighborhood Meeting 2 - Vision setting and develop Goals	December 2024
Alternatives Issues and Options, consultation on preferred option.	January 2025 - March, 2025
Neighborhood Meeting 3 - Preferred Option	March, 2025
Preparation of the draft Neighborhood Plan (NP) and consultation on draft NP	April, 2025 - June, 2025
Neighborhood Meeting 4 - Draft Plan	June, 2025
Amendments, adjustments, publication of final draft and implementation program	July 2025 - October, 2025
Adoption	October 2025

Document Profile

Area Action Plan 2: Downtown Hondo	
Role and Scope	
The Downtown Area Action Plan will address the land use function of the Central Business District and also take a strategic look at the area's future development. This is a revitalization project that seeks to analyse the socio-economic characteristics as well as the extent of blight and decay within the downtown area. Emphasis would be on the area within the designated blighted area. Improved street scape, and vibrant retail offer would be key features of the plan.	
Geographic Coverage	
The Central Business District	
Status	
Development Plan Document	
Policy Context	
Must be in conformity to the Comprehensive Plan and the Local Government Code ch. 213	
Time Table	
Commence preparation, kick off with a briefing workshop (Revitalize Downtown)	December, 2024
Needs assessment, identification of issues, (evidence gathering), consultation with public and statutory bodies (Review Vision Plan)	January 2025 - April, 2025
Revitalize Downtown 2 - Vision setting and develop Goals	April, 2025
Generate and evaluate alternatives, consultation on preferred alternative.	May, 2025 - June, 2025
Revitalize Downtown 3 - Preferred Option	July, 2025
Preparation of the draft Action Area Plan and consultation on draft Plan	July, 2025 - December, 2025
Revitalize Downtown 4 - Draft Plan	December, 2025
Amendments, adjustments, publication of final draft and implementation program	January 2026 - March, 2026
Adoption	March, 2026

**CITY OF HONDO
LOCAL DEVELOPMENT FRAMEWORK**

BUBBLE DIAGRAM



Sustainability Appraisal:

A sustainability appraisal (SA) will be carried out for each part of the Local Plan and also for the supplementary planning documents (SPDs) where necessary. This is necessary to ensure that all relevant social, economic and environmental issues are considered throughout the document. It is also pertinent, where any potential adverse impacts could occur, these are mitigated against. On the flip-side, where there are positive impacts arising from the plan, the SA recommends maximizing this potential.

Monitoring

A part of the Local Development Framework (LDF) includes an Annual Monitoring Report (AMR). This presents a report on the progress of the production of the Comprehensive Plan otherwise known as the Core Strategy (CS) as well as the SPDs. It would also report on the progress of the implementation of current policies. It is important to note that the AMR constitutes an effective method of gathering and analysing information on the development activity in Hondo as well as identifying trends and informing policy preparation and review. Every year, the Development Services Department will produce monitoring reports, presenting information on Local Plan preparation and the implementation of extant policies. The report also informs on implementation progress with respect to the emerging Comprehensive Plan. This includes setting out progress on the timescale indicated within the LDS

Gathering Evidence

Part of the comprehensive plan process entails detailed evidence/data collection. This needs to be provided to make sure policies are sound, based on up to date information and can be justified. The City Council will make sure that a robust evidence base is provided for each of the Development Plan Documents (DPD) as appropriate

Duty to Cooperate:

There is a need for local government bodies and other statutory bodies to work together on cross-boundary issues especially those relating to strategic priorities for an area. This includes: infrastructure, housing development, transportation, employment, community facilities and commercial development. In a nut shell, the duty to cooperate requires:

- Councils and public bodies to engage constructively to address matters of development that may have a significant impact on at least two planning areas.
- Joint working on strategic cross-boundary issues.
- Consideration given to meeting the development needs of an adjacent Council who is unable to wholly meet its own needs.

Supplementary Planning Documents (SPDs):

SPDs support policies within the comprehensive plan (CP). They do not contain new policies, but give clarity and further guidance on policies within the CP. SPDs are completed as and when resources allow within the relevant departments. Once agreed upon, the timetable for the production of each of the SPDs would be made public. The list of potential SPDs usually crystalizes over time when the need for additional policy guidance is flagged up through the AMR, through day-to-day work operations, or where new situations arise such as a new area for development.

Resources:

The preparation of the City's comprehensive plan is primarily the responsibility of the Development Services Department, with inputs from the Public Works Department, Economic Development Corporation, Parks and Recreation and allied agencies. The planning team will be able to draw on advice and assistance from other similar authorities and statutory bodies and where necessary, some aspects of the work would be commissioned to external consultants subject to approval from the City Council. Any future resource requirement will be subject to ongoing monitoring and review.

Risk Assessment:

The City of Hondo's Comprehensive Plan is being prepared at a time of serious global conflicts and substantial economic uncertainty. This is also an election year. The following potential risks have been identified, some of which are beyond the control of the City:

- Continuity of funding and staffing resources for the Development Services Department. Changes to resources within other departments that contribute to the plan preparation could also impact on timescales.
- Unplanned or unforeseen work or duties requiring urgent attention.
- Events such as local and national elections.
- Time required for consideration and decision making within the City, or amongst Elected Officials, stakeholders and the public generally, especially where there is considerable interests in policy areas.
- Changes in economic/market circumstances, or other unforeseen external influences which necessitate additional consultation.

The City will closely monitor progress on the work program and seek to manage these risks in order to adhere to timetable set out in the LDS.

Prepared
by the
Development Services Department
City of Hondo, TX
April 23, 2024

MINUTES

PLANNING & ZONING COMMISSION MEETING

Monday, May 6, 2024 @ 5:30PM

City Council Chambers, 1600 Avenue M Hondo, Texas

1. Call to order.

Chairwoman Lynda Hook called the meeting to order at 5:44 p.m.

2. Quorum check.

Chairwoman Lynda Hook, Commissioner Brenda Vavricek, Commissioner Makenna Lange, Commissioner Theresa Rivera, Commissioner Matthew Hansen, Commissioner Brendon Lowe

Absent: Vice Chairman Hamilton Duplessis

3. Pledge of Allegiance.

4. Comments on Non-Agenda Items

Any member of the public may address Commission regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Commission requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Commission is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

No public comments.

CONSENT

The Consent Agenda is considered self-explanatory and will be enacted by the Commission with one motion. There will be no separate discussion of these items unless they are removed from the Consent Agenda upon request of a Commissioner.

5. Consideration and approval of the March 18, 2024 Planning & Zoning Commission Meeting minutes.

Commissioner Lowe moved to approve March 18, 2024 P&Z Commission Meeting minutes. Motion passes unanimously.

OTHER BUSINESS

6. Preliminary plat request from Capital Farm Credit

The Commission will hold a public hearing on a request from Capital Farm Credit for a Preliminary Plat on 3.063 Acres of land situated within the City of Hondo in Medina County, Texas, out of survey No. 194, Abstract No. 362, F. Enderle, with the legal description being, A0362 F. Enderle Survey 194.

The subject property is located in the 200 block of Highway 90. The property is generally located south of Highway 90 within the Shoin Neighborhood and is identified as Assessor's Parcel Identification No. 71195.

The preliminary plat is for a proposal on construction of a new lending facility and related parking.

MINUTES

PLANNING & ZONING COMMISSION MEETING

Monday, May 6, 2024 @ 5:30PM

City Council Chambers, 1600 Avenue M Hondo, Texas

A. Open Public Hearing

Public Hearing opened @ 5:48 p.m.

B. Staff Presentation

Mr. Echeozo addressed questions and concerns raised by the Commission.

C. Applicant Presentation

No presentation.

D. Public Comments (Limited to 3 minutes per person)

No public comments.

E. Adjourn Public Hearing.

Public Hearing closed @ 5:55 p.m.

F. Discussion and Possible Action: Preliminary Plat request from Capital Farm Credit

Commissioner Hansen moved to accept Preliminary Plat request from Capital Farm Credit; seconded by Commissioner Lange. Motion passes unanimously.

7. Adjourn.

Commissioner Vavricek moved to adjourn; seconded by Commissioner Rivera. Motion passes unanimously.

Meeting adjourned at 5:57 p.m.

PASSED AND APPROVED THIS 20TH DAY OF MAY 2024.

ATTEST:

Lynda Hook, Chairwoman

Brenda Vavricek, Secretary

Minutes prepared by: _____
Rebekah Dolphus, City Secretary

ORDINANCE NO. 1288-05-24

AN ORDINANCE OF THE CITY OF HONDO, TEXAS AMENDING SUBSECTION 7.3.6 "SPECIAL EVENT SIGNS [AND OTHER SPECIFIC REGULATIONS]" OF THE UNIFIED DEVELOPMENT CODE, CODIFIED AS CHAPTER 9A IN THE CITY CODE OF ORDINANCES TO CLARIFY THE APPLICATION OF THE SUBSECTION; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; SETTING AN EFFECTIVE DATE; AND PROVIDING FOR CODIFICATION OF ORDINANCE.

WHEREAS, the City of Hondo, Texas ("City") adopted its regulations for special event signs through Ordinance No. 1148-01-18 and such regulations were codified as Chapter 9A "Unified Development Code," Chapter 7 "General Development Standards," Section 7.3 "Signs," Subsection 7.3.6 "Special Event Signs [and Other Specific Regulations]" of the City's Code of Ordinances; and

WHEREAS, the City finds it necessary to amend subsection 7.3.6 "Special Event Signs [and Other Specific Regulations]" to clarify the intention and application of the regulations within subsection 7.3.6 and conform to State or Federal legal requirements and; and

WHEREAS, Section 259.003 of the Texas Election Code strictly limits the City's regulation of political signs (campaign or otherwise) on private property before an election, with limited exceptions; and

WHEREAS, in accordance with the process set forth in section 3.15 of the City's UDC, the Planning and Zoning Commission, by action at a regular meeting held on May 20, 2024 following a public hearing, recommended the amendment herein to City Council; and

WHEREAS, the City Council, having held a public hearing, finds that it is in the interest of the City and necessary to promote the general welfare of the citizens of the City of Hondo to clarify the intention and application of the regulations within subsection 7.3.6.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HONDO, TEXAS:

Section 1. Amendments. Chapter 9A "Unified Development Code," Chapter 7 "General Development Standards," Section 7.3 "Signs," Subsection 7.3.6 "Special Event Signs [and Other Specific Regulations]" of the City's Code of Ordinances shall hereinafter be amended as follows [additions underlined]:

Chapter 9A – Unified Development Code

Chapter 7 – General Development Standards

§ 7.3 Signs.

7.3.6 Special Event Signs [and Other Specific Regulations]. Temporary special event signs announcing a nonpolitical campaign, drive, activity, or event of a civic, philanthropic, educational, or religious organization for noncommercial purposes shall be subject to the following:

a. Number, Area, Height, Location

- i. The permitted number, area, height, location and construction of temporary event signs shall be determined by the Development Officer with consideration given to the public safety and the signage reasonably necessary and appropriate for the intended purpose.
- ii. Any temporary event sign which is permitted by the Development Officer to extend over or onto a public right-of-way shall be erected and maintained in such a manner as to not interfere or obstruct access, activity, or vision along any such public right-of-way.
- iii. this Section 7.3.6 shall not apply to temporary political signs (campaign or otherwise), which are regulated under Sections 7.3.2 and 7.3.3 above.

b. Special Conditions

- i. **Timing.** Temporary event signs may be erected and maintained for a period not to exceed thirty (30) days prior to the date of which the nonpolitical campaign, drive, activity, or event advertised is scheduled to occur and shall be removed within three (3) days of the termination of such nonpolitical campaign, drive, activity or event.

Section 2. Remainder Unchanged. All other provisions of the City Code shall remain unchanged by this Ordinance and the amendments herein.

Section 3. Incorporation of Recitals. The City Council hereby finds the recitals in the preamble of this Ordinance to be true and correct and incorporates them as findings of fact.

Section 4. Repealer. All ordinances, parts of ordinances, or resolutions in conflict herewith are hereby repealed to the extent of such conflict with all remaining portions not conflicting being saved from repeal herein.

Section 5. Severability. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or illegal, such decision shall not affect the validity of the remaining sections of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared void.

SECTION 6. Open Meetings. It is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as a required by the Open Meetings Act, Chapter 551, Local Government Code.

Section 7. Effective Date. This Ordinance shall become effective immediately following passage by City Council.

Section 8. Code of Ordinances. It is the intention of the City Council of the City of Hondo that this Ordinance shall become a part of the Code of Ordinances of the City of Hondo and may be renumbered and codified therein accordingly.

PASSED and APPROVED this, the _____ day of _____, 2024.

By: _____
JOHN MCANELLY, MAYOR

ATTEST:

REBEKAH DOLPHUS, CITY SECRETARY



Planning and Zoning

Title: Consider a request from Sylvester & Melissa Gallardo, to consider a preliminary plat on 20.27 Acres of land situated within the City of Hondo in Medina County, Texas, out of Survey No. 187, Abstract No. 428, A. Gsell, with legal description being, A0428 A. Gsell Survey 187, located in 1500 Block of 11th Street at the corner of Avenue P within the Shoin Neighborhood. Parcel ID 4571. This is in accordance with City of Hondo Code of Ordinances, Exhibit 9A Unified Development Code, Chapter 3 Development Review Procedures, Section 3.4.1 and particularly Section 3.4.2 (a) which states “All persons, desiring to subdivide a tract of land within the jurisdiction of the UDC shall first prepare and submit to the Development Officer a Preliminary Plat together with supplementary material as specified hereinafter (see Development Guide). No final plat shall be approved until a preliminary plat is approved pursuant to this Section.

Date: May 18, 2024

From: Uche Echeozo, Development Services Director

BACKGROUND:

The City of Hondo received a request from Sylvester & Melissa Gallardo, applicant/owner, to consider a preliminary plat of their property situated at the 1500 Block of 11th Street at the corner of Avenue P in Hondo Texas. The property is generally located North of 11th Street and West of Avenue P within the Shoin Neighborhood and is identified as assessor's parcel identification No. 4571. This property is also known as the **Twin Estates Subdivision**. The said lot is currently zoned R3 – Residential Three District. This submittal has been on-going for a while now and has come before the Commission but there was no record of any decision made hence the need to bring it before the Commission again for their review. The submittal has undergone a lot of amendments based on comments from the City's 3rd party consultants. A copy of the old report is enclosed just for your records. This subdivision is for a Housing Development.

PROPERTY I.D. AND LEGAL DESCRIPTION:

Parcel number: 4571

Legal Description: A0428 A. Gsell Survey 187 and described in the deed recorded in Document No. 2021010434 of the official records of Medina County, Texas.

GENERAL LOCATION:

Generally located on the North side of 11th Street, and West of Avenue P within the Shoin Neighborhood and identified as assessor's parcel identification No. 4571.

FINANCIAL IMPACT:

None.

PRELIMINARY PLAT DESCRIPTION:

Requesting a preliminary plat from the UDC code reference with links provided below

3.4 Plat Review

3.4.2 (a)

All persons desiring to subdivide a tract of land within the jurisdiction of the UDC shall first prepare and submit to the Development Officer a preliminary plat together with supplementary material as specified hereinafter (See Development Guide). No final plat shall be approved until a preliminary plat is approved pursuant to this Section.

DEPARTMENT COMMENTS:

The preliminary plat requirements especially those deficient from the earlier application have been addressed in accordance with the UDC.

Staff Recommendation:

Staff recommends approval for a request from Sylvester & Melissa Gallardo, to consider a preliminary plat on 20.27 Acres of land situated within the City of Hondo in Medina County, Texas, out of Survey No. 187, Abstract No. 428, A. Gsell, with legal description being, A0428 A. Gsell Survey 187, located in 1500 Block of 11th Street at the corner of Avenue P within the Shoin Neighborhood. Parcel ID 4571. This is in accordance with City of Hondo Code of Ordinances, Exhibit 9A Unified Development Code, Chapter 3 Development Review Procedures, Section 3.4.1 and particularly Section 3.4.2 (a) which states "All persons, desiring to subdivide a tract of land within the jurisdiction of the UDC shall first prepare and submit to the Development Officer a Preliminary Plat together with supplementary material as specified hereinafter (see Development Guide). No final plat shall be approved until a preliminary plat is approved pursuant to this Section.

ATTACHMENTS:

Supplemental Information Package

STAFF CONTACT(S):

Uche Echeozo, Development Services Director



1. THERE ARE NO FISHING OR AMBUSHED LANDFILLS, DUMP ORS, HAZARDOUS WASTE, OR OTHER SITE OR ANY WASTEWATER ON HAZARDOUS MATERIALS ON SITE.
2. THERE ARE NO CHURNING OR AMBUSHED OR, OR GAS WELLS, OR, OR GAS PIPES OR OTHER APPURTENANCES ASSOCIATED WITH THE EXTRACTION, PRODUCTION AND SUBSEQUENT OF PETROLEUM PRODUCTS, OR ANY RELATED EMBODIMENTS ON THE PROPERTY.
3. THERE ARE NO CHURNING STRUCTURES, PIPES, PANS, AREA, CONTAINERS, BURNAL, CHIMNEYS, OR OTHER EXISTING FEATURES WITHIN THE PROPOSED RESERVOIR.
4. NO GAS IS BEING PRODUCED, OR ETC.
5. THERE IS NO PROPOSED A FLOOD PLAIN PERMIT AND EXIST PERMIT FOR THE DEVELOPMENT OF LAR 50.
6. LOTS CONTAINING DOUBLE FLOODING ARE AS FOLLOWS: LOTS 10-34 AND LOT 71.

CIVIL ENGINEERING CONSULTANTS
11550 L.H. 10 WEST BLVD JRG
SAN ANTONIO, TEXAS 78230
PHONE: 210-641-8988
FAX: 210-641-8440
CONTACT: GARY B. MELL

PROPOSED EASEMENT

○ FOUND 5/8" IRON ROD
UNLESS NOTED OTHERWISE

○* FOUND 1/2" IRON ROD
UNLESS NOTED OTHERWISE

● HAD NAIL FOUND

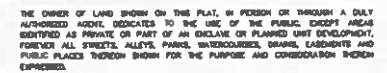
●* IN 1/2" DEC CAP SET

----- 1X AC FEMA FLOODPLAIN PANEL
45253040000 EFFECTIVE 4/03/2012

SET 1/2" IRON ROD WITH PLASTIC CAP
STAMPED "CCC"
(UNLESS NOTED OTHERWISE)

----- SUBSYSTEM PLAT BOUNDARY

----- PROPERTY LINE/RIGHT-OF-WAY



BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED _____ KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED. GIVEN UNDER MY HAND AND SEAL OF OFFICE DAY OF _____, A.D. 80 _____

THIS PLAT ESTABLISHING THE ESTATE SUBDIVISION, WINDA COUNTY, HAS BEEN
SUBMITTED TO THE CITY OF WINDA, TEXAS AND IS HEREBY APPROVED BY THE
PLANNING AND ZONING COMMISSION OF WINDA, TEXAS.
DATED 1968 _____ DAY OF _____, A.D. 20____

THIS PLAT ESTABLISHING THIRN CREEK SUBDIVISION, MEHENA COUNTY, HAS BEEN
SUBMITTED TO THE CITY OF MONROE, TEXAS AND IS HEREBY APPROVED BY THE MAYOR
AND COUNCIL OF THE CITY OF MONROE, TEXAS.
DATED THIS DAY OF , A.D. 20

THIS PLAT ESTABLISHED TIM ESTATE SUBDIVISION, MEDINA COUNTY, HAS BEEN
SUBMITTED TO THE CITY OF MONROE, TEXAS AND IS HEREBY APPROVED BY THE
DIRECTOR OF DEVELOPMENT SERVICES OF MONROE, TEXAS.
DATED THIS DAY OF A.D. 30

DO HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN MY OFFICE, ON THE _____ DAY OF _____ A.D. _____ AT _____ M. AND WAS RECORDED _____ DAY OF _____ A.D. _____ AT _____ M. IN THE RECORDS OF _____ COUNTY, _____

IN BOOK VOLUME _____ ON PAGE _____
IN TESTIMONY WHEREOF, WITNESS MY HAND AND OFFICIAL SEAL OF OFFICE THIS
_____ DAY OF _____ A.D. _____
CLERK, MEDINA COUNTY TEXAS

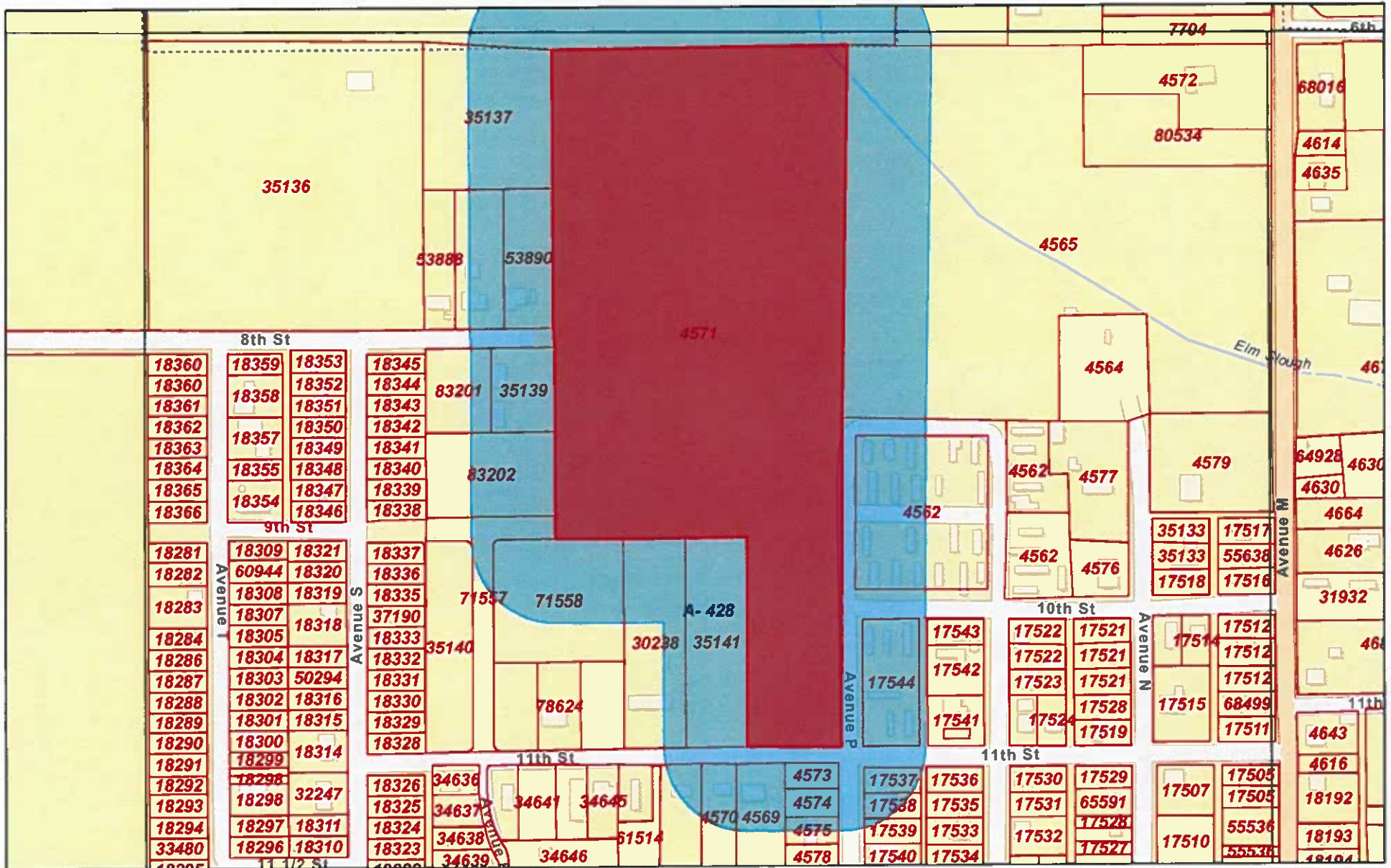
12 _____

REGISTERED PROFESSIONAL LAND SURVEYOR
DARYL B. MULL

BEING A TOTAL OF 20.206 ACRE TRACT OF LAND IN THE ANTON ORELL SURVEY No. 167, ABSTRACT No. 438, MEDINA COUNTY, TEXAS, DESCRIBE IN THE DEED RECORDED IN DOCUMENT No. 2021040434, OF THE OFFICIAL RECORDS OF MEDINA COUNTY, TEXAS. ESTABLISHING LOTS 1-10, BLOCK 1 LOTS 11-24, BLOCK 2 AND LOT 25, BLOCK 3.

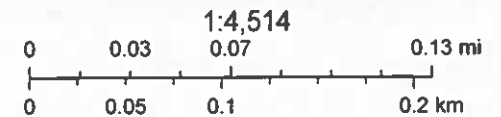
PREPARED MARCH 2024

Medina CAD Web Map



5/8/2024, 3:59:39 PM

Override 1 Parcels Abstracts



Esri Community Maps Contributors, Medina County 911 ECD, Texas Parks & Wildlife, © OpenStreetMap, Microsoft, CONANP, Esri, TomTom, Garmin,

Medina County Appraisal District, BIS Consulting - www.bisconsulting.com

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.



PLANNING & ZONING COMMISSION

June 1, 2022

PRELIMINARY PLAT: TWIN ESTATES

Applicant:.....Civil Engineering Consultants, A Division of KCI

Property Owner:.....Sylvester and Melissa Gallardo

Legal Property Description:.....a 20.256 tract of land in the Anton Gsell Survey No. 187, Abstract No. 428, Medina County, Texas, described in the deed recorded in Document No. 2021010434, of the Official Records of Medina County, Texas

Current Zoning:.....Residential Three (R3) District

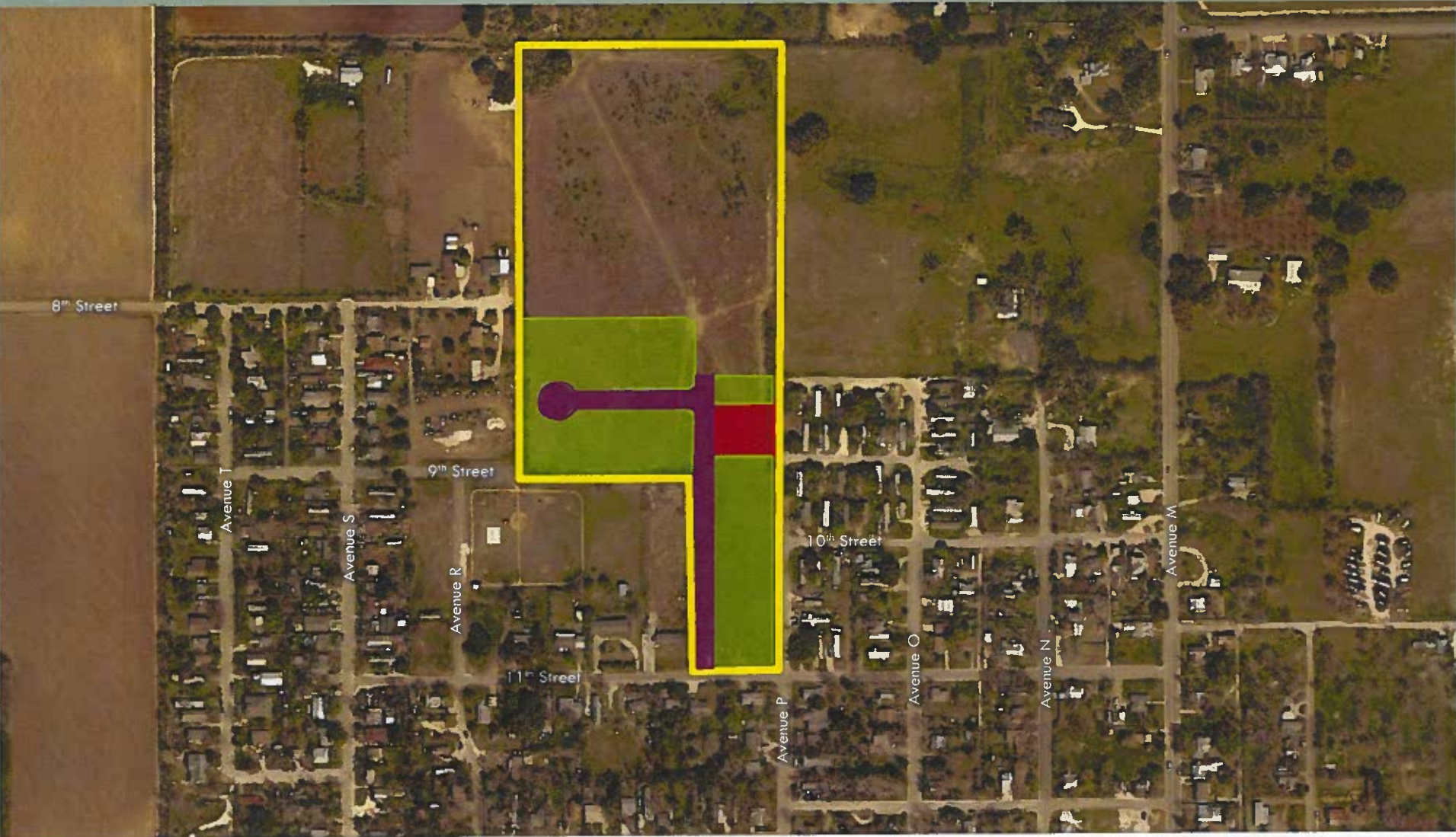
Master Plan – Future Land Use:.....Downtown Transition

Current Use of Property:.....Vacant Property





Proposed



VIEW FROM 11TH STREET



VIEW FROM 8TH STREET



UTILITY SERVICE REVIEW SUMMARY

Additional minor comments contained in Preliminary Plat Review Report

- Conditional Preliminary Utility Serviceability Letter for Water, Wastewater, and Electric dated April 19, 2022.
- Water: The developer's engineer, upon submittal of final infrastructure plans, must confirm fire flow capability and adequate service pressure internal to this development. Water rights must be transferred to serve the proposed development (approx. 14.328 ac.ft.) prior to final plat approval.
- Wastewater: Manhole required at tie in point on 11th Street to be shown on final infrastructure plan.
- Electric: System must be looped and must show details internal to the site on final infrastructure plan.

UTILITY SERVICE REVIEW SUMMARY

Additional minor comments contained in Preliminary Plat Review Report

- **Streets:** Streets review regarding traffic impact, drainage, etc. is deferred to the City Engineer for review.
- **Gas:** Applicant has confirmed that gas infrastructure will not be provided in this subdivision.
- **Communications:** Applicant has confirmed that this development may be provided with communications infrastructure through AT&T. Proposed location of cable and conduit must be shown on the proposed utility assignment detail and included in the Final Infrastructure Plans.

CITY ENGINEER REVIEW SUMMARY

- In accordance with 8.4.1.g, dedication of Right-of-Way for 8th Street must be extended through the parcel to its intersection with existing Avenue P Right-of-Way.
- The dedicated Right-of-Way of Dolores Street should extend to intersect with the Right-of-Way dedication for 8th Street as described in the previous comment.

PARKS AND RECREATION REVIEW SUMMARY

Additional minor comments contained in Preliminary Plat Review Report

- There needs to be more detail of what improvements, if any, are to be proposed for the detention area. The developer also needs to identify who will be maintaining the detention area.
- By what means does the developer propose to provide connectivity between the recreational area [and/or park, open space, detention area] and residents?
- For developments proposing less than 100 residential units, money in lieu of park dedication is required of a developer per UDC, Section 8.5.4.d. The subdivider shall pay a fee equal to five percent (5%) of the total appraised value of the subdivided property, as determined by the Medina County Appraisal District. A note identifying this payment must be placed on the plat, and the payment in lieu of dedication must be made at the time of final plat submittal.
- For the health and welfare of the residents of this proposed development, access to the neighborhood park (Torres Park) can and needs to be achieved.

DEVELOPMENT OFFICER REVIEW SUMMARY

Additional minor comments contained in Preliminary Plat Review Report

- The water system looping north and east of the proposed street infrastructure must be contained within a proposed easement or right-of-way dedication. Staff recommends that the necessary right-of-way extension of 8th Street east-west through the proposed development along with the extension of the proposed north-south Dolores Drive may address this comment. In addition, this solution would provide for appropriate secondary emergency access for the development and would ensure extension of public facilities through the development as required in UDC, Section 8.4.1.g.
- Please clarify whether the detention pond will be under common ownership of the property owners in the proposed subdivision or if that land will be privately owned and maintained by the developer. Please indicate by plat note.

DEVELOPMENT OFFICER REVIEW SUMMARY

Additional minor comments contained in Preliminary Plat Review Report

- Please indicate the Base Flood Elevation Data for the lot within the regulatory floodplain and provide necessary information for processing of a Floodplain Development Permit in accordance with the requirements of City Code Chapter 4, Section 4.06.073.
- Please show confirmation of Avenue P right-of-way extending northward from 10th Street along the eastern edge of this development. If such right-of-way does not extend northward from 10th Street, please provide evidence of any necessary off-site drainage easement required for the discharge of stormwater from the eastern edge of the proposed detention pond.

DEVELOPMENT OFFICER REVIEW SUMMARY

Additional minor comments contained in Preliminary Plat Review Report

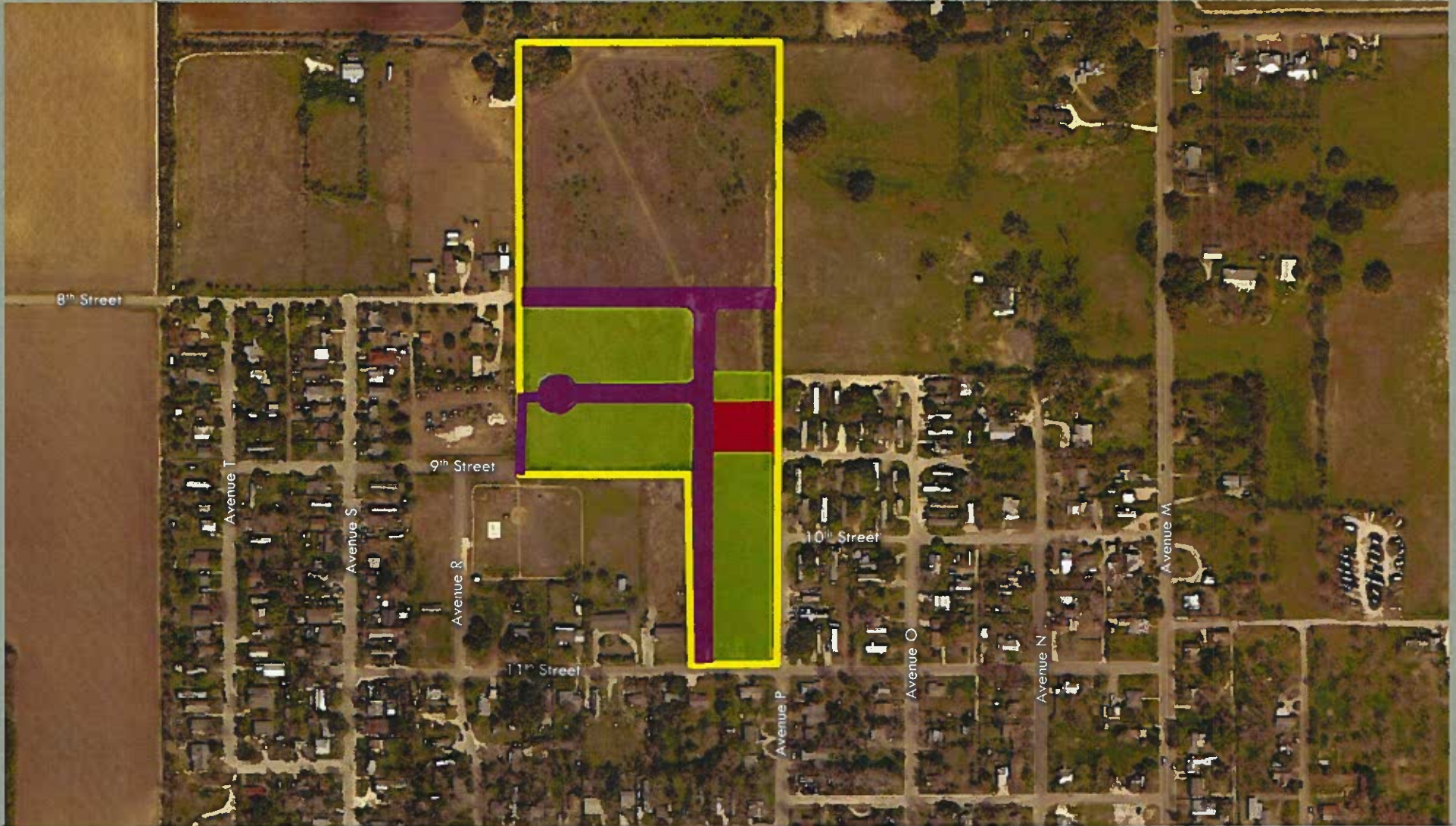
- In accordance with UDC Section 8.4.5.d., “Double frontage and reverse frontage lots should be avoided except where essential to provide separation or residential development from traffic arteries or to overcome specific disadvantages of topography and orientation. A planting screen easement of at least ten feet (10'), and across which there shall be no right of access, shall be provided along the line of lots abutting such a traffic artery or other disadvantageous use.” This shall be identified on the plat for all double frontage lots.
- UDC Section 8.4.1.g. states that, “All public improvements and required easements shall be extended through the parcel on which new development is proposed... to promote the logical extension of public infrastructure.” In order to comply with this UDC section, 8th Street must extend through this development (60-foot right-of-way requirement to account for the collector street requirements found in UDC Section 8.4.9(l)) all the way to the eastern edge of the property to abut the future extension of Avenue P. As this development also abuts 9th Street, staff recommends that 9th Street either extend or that the developer account for accessibility from the proposed development to the existing park to the south.

DEVELOPMENT OFFICER REVIEW SUMMARY

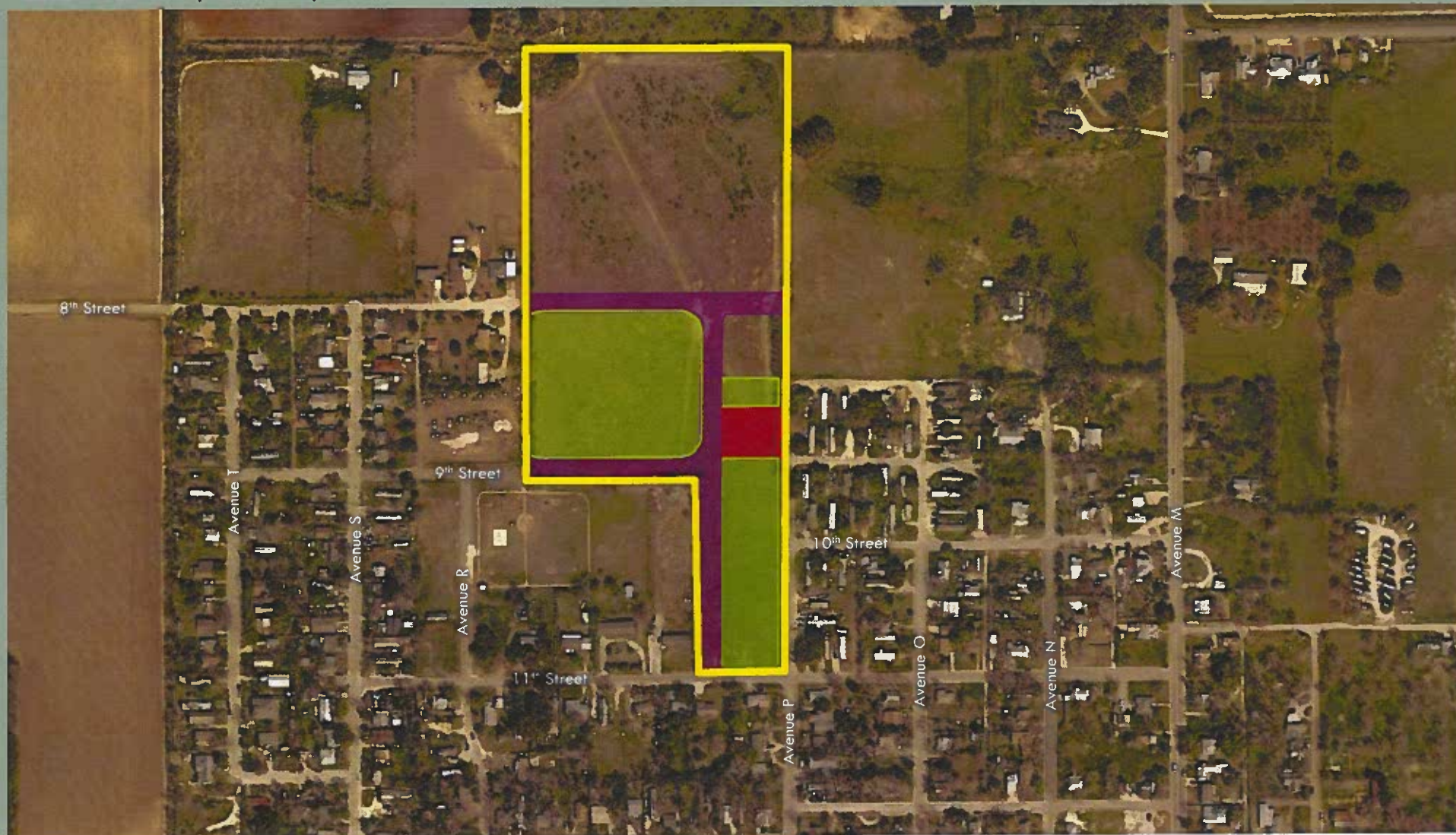
Additional minor comments contained in Preliminary Plat Review Report

- UDC Section 8.4.9(n) requires that “Cul-de-sacs, in general, should not be longer than five hundred feet (500') and shall be provided with a turnaround having an outside roadway diameter of at least eighty feet (80'), and a street property line diameter of at least one hundred feet (100').” Therefore, the cul-de-sac as proposed far exceeds the 500ft requirement as it would be measured from the connection point to 11th Street. In order to remedy this, and provide for logical extension of street infrastructure, 8th Street must be extended as part of this project and connected to the proposed Dolores Street. Then the cul-de-sac may be measured from the connection point to Dolores Street.
- Adequate traffic control devices must be provided upon submittal of the Final Infrastructure Plans to support the additional traffic to be generated by this development.

Recommended (Version 1)



Recommended (Version 2)



STAFF RECOMMENDATION

Staff recommends that Planning and Zoning Commission **either deny** the preliminary plat as submitted due to the deficiencies identified below **or conditionally approve** the Preliminary Plat with the condition that all items noted herein be addressed in the submittal of the Final Plat and Final Infrastructure Plans.



NOTICE OF PUBLIC HEARING

As a property owner, you are hereby notified that a property you own is situated within **200 feet** of a property that has been proposed for **a Preliminary Plat**. The City of Hondo will hold the following two (2) public hearings: **Planning and Zoning Commission** on **Monday, May 20, 2024 at 6:00 p.m.**, and **Hondo City Council** on **Tuesday, May 28, 2024 at 6:00 p.m.** Each public hearing will be held at the City Hall Council Chamber, 1600 Ave M, Hondo, Texas. Public hearings are available to all persons regardless of disability. If you require special assistance, please contact the City office at least 48 hours prior to either meeting.

The following case will be heard, and all interested persons will be given an opportunity to speak:

Preliminary Plat: Request from Sylvester & Melissa Gallardo, owner/applicant, for a Preliminary Plat on 20.27 Acres of land situated within the City of Hondo in Medina County, Texas, out of survey No. 187, Abstract No. 428, A. Gsell, with the legal description being, A0428 A. Gsell Survey 187. This property is also known as **Twin Estates Subdivision**.

The subject property is located in the 1500 block of 11th Street at the corner of Avenue P. The property is generally located north of 11th Street and west of Avenue P within the Shoin Neighborhood and is identified as Assessor's Parcel Identification No. 4571.

If you are unable to attend this public hearing but would still like to lend either your support for, or your objection to this request, please complete the response form below and return it to **Rebekah Dolphus at 1600 Ave M, Hondo, Texas 78861**. If you are no longer the owner of the property, please forward this letter to the owner or return it to City Hall. If you have any questions concerning this request, please call 830-426-3378 for more information.

RESPONSE FORM (below this line)

PLEASE CHECK ONE OF THE FOLLOWING:

I Agree _____ - OR - Disagree _____

RE: Preliminary Plat request from Sylvester & Melissa Gallardo on 20.27 Acres know as Twin Estates Subdivision

My reason and/or comments are as follows:

DATE: _____

PRINT NAME: _____ SIGNATURE: _____

ZACHARY R WINDROW
1257 KOLLMAN
HONDO, TX 78861

RICHARD MUNIZ ESTATE
149-23 ELKTON RD
SAN ANTONIO, TX 78232

PETER JP & DEANNA M SCHALK
3302 RAVENS RANCH
SAN ANTONIO, TX 78253

VELINDA PEREZ MCMILLAN
1703 AVENUE O
HONDO, TX 78861

FRANK & MARILYN HELVEY
%PAMELA HELVEY THIGPEN
802 AVENUE N
HONDO, TX 78861

JOEY & JOHNNY FLORES ESTATE
1406 12TH STREET
HONDO, TX 78861

JAVIER & SANDRA DELGADO
346 COUNTY ROAD 653
DEVINE, TX 78016

KENNETH DUREN & SUE ANN
MARTINEZ
1427 WOODMONT WAY
STOCKTON, CA 95209

BRANDIE M VILLARREAL
109 E 16TH STREET
HONDO, TX 78861

BELINDA RESENDEZ
1602 11TH STREET
HONDO, TX 78861

EVA BENITES
1103 AVENUE P
HONDO, TX 78861

JULIO JR & DORA ORANDAY
803 AVENUE S
HONDO, TX 78861

CARLOS JR & DELIA MARTINEZ
1700 8TH STREET
HONDO, TX 78861

ROYA BERYEJI
829 W BROADVIEW DR
SAN ANTONIO, TX 78228

ORALIA MARTINEZ
%MELINDA ANN MARTINEZ
1702 8TH STREET
HONDO, TX 78861

ALFREDO & ELISA DIAZ
14955 142ND ST
BONNER SPRINGS, KS 66012

JOE MANUEL ORTEGA SR
2204 ELAINE DRIVE
HONDO, TX 78861

TONY & IDA MUNIZ
1509 11TH STREET
HONDO, TX 78861

NOTICE OF PUBLIC HEARING

The **Planning and Zoning Commission** of the City of Hondo will hold a public hearing on **Monday, May 20, 2024 at 6:00 p.m.** in the Council Chamber, City Hall, 1600 Avenue M, Hondo, Texas, to discuss and consider the following:

A request from Sylvester & Melissa Gallardo, owner/applicant, for a Preliminary Plat on 20.27 Acres of land situated within the City of Hondo in Medina County, Texas, out of survey No. 187, Abstract No. 428, A. Gsell, with the legal description being, A0428 A. Gsell Survey 187. This property is also known as **Twin Estates Subdivision**.

The subject property is located in the 1500 block of 11th Street at the corner of Avenue P. The property is generally located north of 11th Street and west of Avenue P within the Shoin Neighborhood and is identified as Assessor's Parcel Identification No. 4571.

/s/ Rebekah Dolphus
City Secretary

Publish: May 2, 2024

NOTICE OF PUBLIC HEARING

The **City Council** of the City of Hondo will hold a public hearing on **Tuesday, May 28, 2024 at 6:00 p.m.** in the Council Chamber, City Hall, 1600 Avenue M, Hondo, Texas, to discuss and consider the following:

A request from Sylvester & Melissa Gallardo, owner/applicant, for a Preliminary Plat on 20.27 Acres of land situated within the City of Hondo in Medina County, Texas, out of survey No. 187, Abstract No. 428, A. Gsell, with the legal description being, A0428 A. Gsell Survey 187. This property is also known as **Twin Estates Subdivision**.

The subject property is located in the 1500 block of 11th Street at the corner of Avenue P. The property is generally located north of 11th Street and west of Avenue P within the Shoin Neighborhood and is identified as Assessor's Parcel Identification No. 4571.

/s/ Rebekah Dolphus
City Secretary

Publish: May 9, 2024