



**1. CALL MEETING TO ORDER & DETERMINATION OF QUORUM-PLEDGE OF ALLIGIEANCE**

Quorum established and meeting called to order at 6:00 pm.

**2. COMMISSION MEMBERS ATTENDANCE:  
COMMISSIONERS EXCUSED AND UNEXCUSED:**

**ACTION:** Motion made by **CORRAL** , 2<sup>nd</sup> by **GARDEA** to excuse absent Planning & Zoning Commission members.  
**AYES:** **AVILA, CORRAL, BERRY, GARDEA, DURAN, AND MELENDEZ**  
**ABSTAIN:**  
**MOTION CARRIED**

**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.

Nonone signed up to speak.

**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.

**4A. DISCUSSION AND RECOMMENDATION:**

Planner

On the **resubmitted Replat** application for **Horizon Manor Unit Three Replat "A" (Case No. 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.

Planner

**ACTION:** Motion made by **CORRAL** , 2<sup>nd</sup> by **DURAN** to postpone Replat request to April 15, 2024 Planning and Zoning Meeting.

**AYES:** **AVILA, CORRAL, BERRY, GARDEA, DURAN, AND MELENDEZ.**  
**ABSTAIN:**  
**MOTION CARRIED**



**4B. DISCUSSION AND RECOMMENDATION:**

Chief Planner

On Vacation application request (Case No. SDV24-0001), to vacate a 10'- foot public utility easement located at 1560 Pawling Dr, Horizon City, Texas 79928, legally described as a 10-foot water easement within Lot 2, Block 2, Horizon Manor Unit One, Town of Horizon City, El Paso County, Texas. Application submitted by Karam Development, LLC.

**ACTION:** Motion to made by **GARDEA** , 2<sup>nd</sup> by **DURAN** to recommend approval of the 10'-foot utility easment located at 1560 pawling Dr., Horizon City, Texas 79928.

**AYES: AVILA, CORRAL, BERRY, GARDEA, DURAN, AND MELENDEZ.**

**ABSTAIN**

**MOTION CARRIED**

**4C. DISCUSSION AND RECOMMENDATION:**

Chief Planner

Chief Planner

On the Final Subdivision Plat application for Rancho Desierto Bello Unit 16 (Case No. SDF24-0001), legally described as a portion of Leigh Clark Survey No. 297, Town of Horizon City, El Paso County, Texas. Containing 21.481 ± acres. Application submitted by TRE and Associates, LLC.

**ACTION:** Motion made for approval by **AVILA**, 2<sup>nd</sup> by **CORRAL** to recommend approval of Rancho Desierto Bello Unit 16 on a Final Subdivision Plat Basis.

**AYES: AVILA, CORRAL, BERRY, GARDEA, DURAN, AND MELENDEZ.**

**ABSTAIN**

**MOTION CARRIED**

**4D. DISCUSSION AND RECOMMENDATION:**

Chief Planner

On **Vacation** application request (**Case No. SDV24-0002**), to vacate a 10' foot public utility easement located at 14476 Desert Sage Dr, Horizon City, Texas 79928, legally described as a Portion of Lot 13, Block 32, Horizon Mesa Unit Six, Town of Horizon City, El Paso County, Texas. Application submitted by Delia Gonzalez.

**ACTION:** Motion to made by **GARDEA** , 2<sup>nd</sup> by **CORRAL** to recommend approval of the 10'-foot utility easment located at 14476 Desert Sage Dr., Horizon City, Texas 79928.

**AYES: AVILA, CORRAL, BERRY, GARDEA, DURAN, AND MELENDEZ.**

**ABSTAIN**

**MOTION CARRIED**



**4E. DISCUSSION AND RECOMMENDATION:**

Planning Director/Chief Planner

On An Ordinance Amending the Municipal Code of the Town of Horizon City, Texas, Chapter 10 (Subdivision Regulations), Exhibit 10A (Subdivision Ordinance), to Revise and Amend the Following: Section 2 (Minimum Standards), Subsection 2.8 (Parkland Dedication and Fees in Lieu), Subsection 2.8.3 (Calculating Acreage and Fees for Dedicated Parkland) to Add Density Calculation and Private Parkland to Satisfy Part of the Parkland Dedication Requirements, and to Add Density, Increase Reference and Requirements to Chapter 14 (Zoning), Section 405 (Bulk Regulations) and to Revise Letter Sequence A. to E. and add F. and G; Section 4 (Subdivision Application Procedure and Approval Process), Subsection 4.1 (Requirements and Approval Process) to Amend Classification of Subdivisions and Revise Platting Requirements and Add State and City Requirements; Sub Sections 4.2 (Preliminary Plat Requirements) to Add Preliminary Amending and Minor Plat requirements and 4.3 (Final Plat Requirements) to add Final Amending and Minor Plat Requirements and to Amend Subsections 4.2 to 4.3 to Follow Number Sequence Throughout this Chapter, Subsection 4.14 (Approval Authority) to Add Approval of Amending and Minor Plats and Appeal Process and to Add Appropriate Application Fees and Engineering Fees to the City's Amended Fee Schedule; Proper Notice and Hearing; and Effective Date; the Penalty Being as Provided in Section 810 of the Code of Ordinances of the Town of Horizon City, Texas, Creating a Misdemeanor Punishable by a Fine Not to Exceed \$2,000.

**ACTION:** Motion made by **CORRAL** , 2<sup>nd</sup> by **DURAN** to approve item 4E as per staff recommendations.

**AYES: AVILA, CORRAL, BERRY, GARDEA, DURAN, AND MELENDEZ.**

**ABSTAIN:**

**MOTION CARRIED**

**4F. DISCUSSION AND RECOMMENDATION:**

Planning Director/Chief Planner

On an Ordinance Amending the Municipal Code of the Town of Horizon City, Texas, Chapter 14 (Zoning), Exhibit a (Zoning Ordinance), to Revise and Amend the Following: Chapter 4 (Residential Districts), Section 405 (Bulk Regulations) to Add Reference to Subdivision Density Calculation Increase for Parkland Dedication and Fees Through Change of Use or Rezoning; Chapter 8 (General Provisions), Section 802 (Wall standards) to Increase Rock and Mortar Allowance and Chapter 13 (Planned Unit Development), Section 1311 (Bulk Regulations) to Add Reference to Subdivision Density Calculation Increase for Parkland Dedication and Fees Through Change of Use or Rezoning; Proper Notice; and Effective Date; the Penalty Being as Provided in Section 810 of the Zoning Ordinance (no. 0102) of the Town of Horizon City, Texas, Creating a Misdemeanor Punishable by a Fine Not to Exceed \$2,000.

**ACTION:** Motion made by **GARDEA** , 2<sup>nd</sup> by **CORRAL** to approve item 4F as per staff recommendations including a floor amendment by Michelle Garia, Planning Director regarding setback requirements in S-1 (Open Space) Zone District and to bring update back to P&Z regarding revisions to the amendment.

**AYES: AVILA, CORRAL, BERRY, GARDEA, DURAN, AND MELENDEZ.**

**ABSTAIN:**

**MOTION CARRIED**



**5. OTHER BUSINESS**

**5A. DISCUSSION AND ACTION:**

On the Planning and Zoning meeting minutes for the special meeting held on Monday, February 12, 2024.

**ACTION:** Motion made by **CORRAL** , 2<sup>nd</sup> by **AVILA** to approve meeting minutes.

**AYES:** **AVILA, CORRAL, BERRY, GARDEA, DURAN, AND MELENDEZ.**

**ABSTAIN:**

**MOTION CARRIED**

**6. ANNOUNCEMENTS**

6A. The next regular scheduled meeting: **Monday, April 15, 2024 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 7:03 pm.

**ACTION: ADJOURNMENT**

**AYES: AVILA, CORRAL, BERRY, GARDEA, DURAN, AND MELENDEZ.**

**MOTION CARRIED**

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Roberto Avila – Chair

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(Date)

**ATTEST:**

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Arturo Rubio, AICP, CNU-A  
Chief Planner

**DISTRIBUTION OF MINUTES:**

- Original: Horizon City Administrative File
- Copy: Planning and Zoning Commission
- Posted: Internet Website: [www.horizoncity.org](http://www.horizoncity.org)