

AGENDA  
PLANNING & ZONING COMMISSION OF THE CITY OF UNIVERSAL CITY, TEXAS  
Regular Meeting, Monday Evening, July 10, 2023  
COUNCIL CHAMBER, CITY HALL

1. **CALL TO ORDER:** Chairman Ronald N. Jackson at 6:00 pm
2. **QUORUM CHECK:** Michael Cassata, Development Services Director
3. **MINUTES OF PREVIOUS MEETING:** Regular Meeting—05 June 2023
4. **NEW BUSINESS:**
  - A. **Public Hearing:** P.C. 577 (SU 015)— A request for a **Specific Use Permit** at Coronado Square Shopping Center, 2326 Pat Booker Road, Suite 968 (CB 5047D BLK 2 LOT 1 BRUNSWICK SUBD) to allow an Administrative and Business Offices use in a C2—Retail District, per zoning ordinance 581.
  - B. **Consider:** P.C. 577 (SU 015)— A request for a **Specific Use Permit** at Coronado Square Shopping Center, 2326 Pat Booker Road, Suite 968 (CB 5047D BLK 2 LOT 1 BRUNSWICK SUBD) to allow an Administrative and Business Offices use in a C2—Retail District, per zoning ordinance 581.
5. **CITY MANAGER’S REPORT:**
  - A. Dates and times of local meetings
  - B. Items for future commission discussion or consideration
  - C. Status of city projects and Council decisions
6. **ADJOURNMENT:**

Kristin Mueller, City Clerk

This facility is handicap accessible and handicap parking spaces are available. Requests for accommodations or interpretive services must be made 72 hours prior to this meeting. Please contact the City Clerk’s Office at (210) 659-0333 if these services are needed.



**MINUTES**  
**PLANNING AND ZONING COMMISSION OF THE CITY OF UNIVERSAL CITY, TEXAS**  
Regular Meeting, Monday Evening, 05 June 2023

**1. CALL TO ORDER:** Chairman Ron Jackson at 6:00 p.m.

**2. QUORUM CHECK:** Michael Cassata, Development Services Director

**Commission Members Present:**

Ron Jackson, Chairperson  
Mary Andrews, Member  
Zach Carlton, Vice-Chair

Deborah Hernandez, Member  
John Hudson, Member  
Cynthia Spurlock, Member  
Justin Villa, Member  
Diane Woods, Secretary

**Not Present:**

Sheila Garcia, Member

**Staff Present:**

Kim Turner, City Manager  
Michael Cassata, Development Services Director  
Maribel Garcia, Deputy City Clerk

**Applicant:**

Mr. Nguyen, Property Owner

Mr. Cassata noted a quorum was present.

**3. MINUTES OF THE PREVIOUS MEETING:** Regular Meeting – 01 May 2023

Mr. Hudson moved to accept the minutes as presented. Mr. Carlton seconded the motion.

**The motion was approved unanimously.**

**4. NEW BUSINESS:**

- A. Public Hearing: P.C. 574 (SU 014) & V.C. 672 – A request for a Specific Use Permit and related variance for a 0.1570-acre tract located at 201 E. Lindbergh Boulevard (CB 5768 BLK 21 LOT 20) to: (i) allow an apartment residential use in a R-OT – Old Town Residential District; and (ii) exceed the maximum density requirement of 16 units per acre and allow 19 units per acre, per Zoning Ordinance 581.**

Mr. Cassata explained the property is located on the corner of Lindbergh in the Aviation District and showed maps of the property. He explained that corner lots have more capacity to host multiple units due to increased access to the units, and that the current zoning, R-OT, requires the applicant to get Planning & Zoning Commission and City Council approval to exceed the maximum density requirement through a Specific Use Permit. He went over specifics of the property, showing the site plan and sharing that the property would contain three units. He presented unit access points. He emphasized the plan is in line with Aviation District goals to increase residential unit types as well as the amount of livable space in each dwelling unit. He said the resident was present to answer questions.

Chair Jackson received clarification that an easement, not an alley, lay behind the property.

Mr. Cassata confirmed the effort for tree preservation.

Ms. Wood confirmed each unit would have a two-car garage.

Chair Jackson shared concern over trash and recycling bins.

Mr. Cassata explained there would be space allocated in each garage to hide the bins.

Ms. Wood asked about street parking.

Mr. Cassata explained regulations regarding street parking. He explained each unit would have a two-car garage and enough space to park two trucks on the driveway without extending over the sidewalk. He also confirmed that parking is allowed on the street and the City is building a public parking lot nearby.

**Chair Jackson opened the Public Hearing at 6:12 P.M.**

Ted Brewers, 702 Bowie, expressed concern over traffic and parking. He stated that the brewery and restaurants already cause parking disruptions. He also worried about construction timelines, how construction would affect traffic, and how well a large truck, common in the city, would fit in the driveway provided. He also shared his concern for how much the properties would sell for. After hearing from Mr. Cassata that the property would be a rental, Mr. Brewers expressed concern about rentals as well.

Mr. Cassata reiterated the parking plan.

Mr. Nguyen, the subject property owner, stated he is and would continue to be responsive to grievances regarding the property.

**Chair Jackson closed the Public Hearing at 6:17 P.M.**

- B. **Consider: P.C. 574 (SU 014) & V.C. 672— A request for a Specific Use Permit and related variance for a 0.1570-acre tract located at 201 E. Lindbergh Boulevard (CB 5768 BLK 21 LOT 20) to: (i) allow an apartment residential use in a R-OT—Old Town Residential District; and (ii) exceed the maximum density requirement of 16 units per acre and allow 19 units per acre, per Zoning Ordinance 581.**

Ms. Wood asked whether the property owner is looking to rent to a specific demographic.

Mr. Nguyen answered that he has another property he is renting out in Converse, and it would be similar. He is looking to rent the units for 3–4-month rental agreements, likely for pilots. He reassured the Commission that he would be liable for utilities and other bills.

Chair Jackson asked about Planning & Zoning authority over this variance request. He asked what specific circumstances would push this request to Planning & Zoning rather than the Board of Adjustment.

Mr. Cassata explained that the Zoning Code does not allow the Board of Adjustment to consider and grant a variance to increase the density of a project, thereby shifting that consideration to

the P&Z Commission and City Council. He also stated that the Aviation District Masterplan meets the extraordinary conditions requirement for granting a variance.

Mr. Hudson moved to approve PC 574, SU 009 & VC 672 and to grant a Specific Use Permit and related variance to the property owners to:

1. Allow an apartment residential use in form of a triplex in the R-OT Old Town Residential District; and
2. Exceed the maximum density requirement of 16 units per acre and allow 19 units per acre in the following condition:
  - The construction of the triplex at 201 E. Lindbergh Boulevard shall be consistent with the approved site plan and architectural elevations.

Mr. Hudson moved to approve after verifying the Commission had made findings based upon the evidence presented at the public hearing to support the conclusions identified in Sections 4-5-26(4) and 4-5-54(4) of the Zoning Code.

Mr. Carlton seconded the motion.

**The motion was approved unanimously.**

Mr. Cassata stated this proposal would be presented to City Council on June 20, 2023.

Chair Jackson explained that the Cibolo Crossing development for Units 2 and 3 are part of the same project and would require the same procedures from the Planning & Zoning Commission, and therefore used his authority to combine the two Public Hearings to consider their respective Preliminary and Final Plats of Subdivision for the units. He also combined the items to be able to vote on the items in one motion.

- C. Public Hearing: P.C. 575 and 576—A request for approval of the Preliminary & Final Plats of Subdivision being 13.786 acres of land situated within the Toribio Herrera Survey No. 68, Abstract 309, County Block 5046, City of Universal City, Bexar County, Texas; containing a portion of that certain 40.907 acre tract described in Vol. 18442, PG. 1991, BCRPR and containing a portion of that certain 14.685 acre tract described in VOL. 18195, PG. 735, BCRPR, City of Universal City, Bexar County, Texas to establish Cibolo Crossing Units 2 and 3, zoned R3-Medium Density Residential, per Zoning Ordinance 581.**

Mr. Cassata explained the project includes three units with Unit 1 currently under construction. He stated that the previous approval of Units 2 and 3 had expired and rather than request an extension, he and the developer thought it more prudent to renew the approval of the Preliminary and Final Plats of Subdivision for Units 2 and 3. He confirmed that nothing from the project had changed from the first approval.

**Chair Jackson opened the Public Hearing at 6:27 P.M. Given that there was no public comment, he closed the Public Hearing at 6:28 P.M.**

- D. Consider: P.C. 575 and 576—A request for approval of the Preliminary & Final Plats of Subdivision being 13.786 acres of land situated within the Toribio Herrera Survey No. 68, Abstract 309, County Block 5046, City of Universal City, Bexar County, Texas; containing a portion of that certain 40.907 acre tract described in Vol. 18442, PG. 1991, BCRPR and**

**containing a portion of that certain 14.685 acre tract described in VOL. 18195, PG. 735, BCRPR, City of Universal City, Bexar County, Texas to establish Cibolo Crossing Units 2 and 3, zoned R3-Medium Density Residential, per Zoning Ordinance 581.**

Mr. Cassata provided clarification regarding the location and gave specifics on procedural details such as permits released.

After conducting Public Meetings on the requests for approval of the Preliminary and Final Plats of Subdivision for the property commonly known as Cibolo Crossing Units 2 and 3, Mr. Carlton stated the Planning and Zoning Commission had considered the requests and he moved to approve PCs 575 and 576 without conditions.

Mr. Hudson seconded the motion.

**The motion was approved unanimously.**

#### **5. CITY MANAGER'S REPORT:**

Ms. Turner gave updates on the progress of economic development in the City. She reminded the Commission there would be a Staff budget presentation to City Council on July 12<sup>th</sup>, and there would be an EMS, Fire, and Police Department public safety presentation to Council on July 20<sup>th</sup>. She encouraged viewing the livestreamed City Council meetings and gave a general overview of upcoming events.

Chair Jackson asked about a prior applicant: Tint World.

Mr. Cassata shared their status.

#### **6. ADJOURNMENT:** Chair Jackson adjourned the meeting at 6:35 p.m.

Ronald N. Jackson  
Chairman

## CITY OF UNIVERSAL CITY

Date 28 June 2023

File P.C. 577 (SU 015)

TO: Members of Planning and Zoning Commission

FROM: Michael Cassata, Development Services Director

**SUBJECT:** P.C. 577 (SU 015)— A request for a **Specific Use Permit** at Coronado Square Shopping Center, 2326 Pat Booker Road, Suite 968 (CB 5047D BLK 2 LOT 1 BRUNSWICK SUBD) to allow an Administrative and Business Offices use in a C2—Retail District.

### Zoning

The property is owned by Coronado Square Income Partners LP and is zoned C2-Retail. The Future Land Use Plan designates this property as R Retail.

### Surrounding Uses

The property to the north is vacant and is zoned C1-Neighborhood Services. The properties to the east are a combination of retail (C2-Retail), vacant land (C3-Commercial Services), and single-family homes (R3-Medium Density Residential). The properties to the south across Pat Booker Road are retail and zoned R2-Retail. The properties to the west across Coronado Boulevard are a combination of retail and offices (C2-Retail), and vacant land (C1-Neighborhood Services).

### Project Specifics

Coronado Square commercial center sits on an approximately 5-acre site and hosts multiple commercial suites comprising approximately 65,000 square feet of leasable space. The second-floor space, which is located in the back corner of the building, is approximately 7,300 square feet and has been vacant for some time. While the property is zoned C2-Retail, the Zoning Code allows Administrative and Business Offices use types in the C2-Retail District as a Specific Use. As such, the applicant is requesting a **Specific Use Permit** to allow a professional office to occupy the entire second floor by their prospective tenant.

### SUP vs. CUP Recap

As you recall, City Council approved a change to the Zoning Code that replaced Conditional Use Permits (CUP) with Specific Use Permits (SUP). The main difference between the two is that a CUP runs with the land, while a SUP is tied specifically to the tenant/business; that is, a SUP is non-transferable. Therefore, when a business that was granted a SUP vacates the property, the SUP becomes void. If a similar type of business wants to move in, then that business must request its own SUP and demonstrate the proposed use is a good fit for that area of the commercial district.

### Approval Standards

No specific use shall be recommended for approval by the Planning and Zoning Commission and approved by the City Council unless it has made findings, based upon the evidence presented at the public hearing, to support each of the following conclusions:

- (a) The proposed use is in accord with the objectives of these regulations and the purposes of the district in which the site is located.

- (b) That the proposed use will comply with each of the applicable provisions of these regulations.
- (c) That the proposed use and site development, together with any modifications applicable thereto, will be completely compatible with existing or permitted uses in the vicinity.
- (d) That the conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and ensure compatibility with existing or permitted uses in the same district and the surrounding area, and that the prescribed zoning standards do not provide enough mitigation of the impacts identified, thus warranting stricter standards, if so recommended.
- (e) The Commission has given due consideration to all technical information supplied by the applicant.
- (f) That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety or welfare or materially injurious to properties or improvements in the vicinity.

**Legal Notices**

Per State law, 30 notices were mailed to property owners within 200 feet of the subject property. As of this memo, Staff has not received any responses from surrounding property owners.

Attachments:

- Location Map
- Site Plans
- Commercial Use Table
- Motion

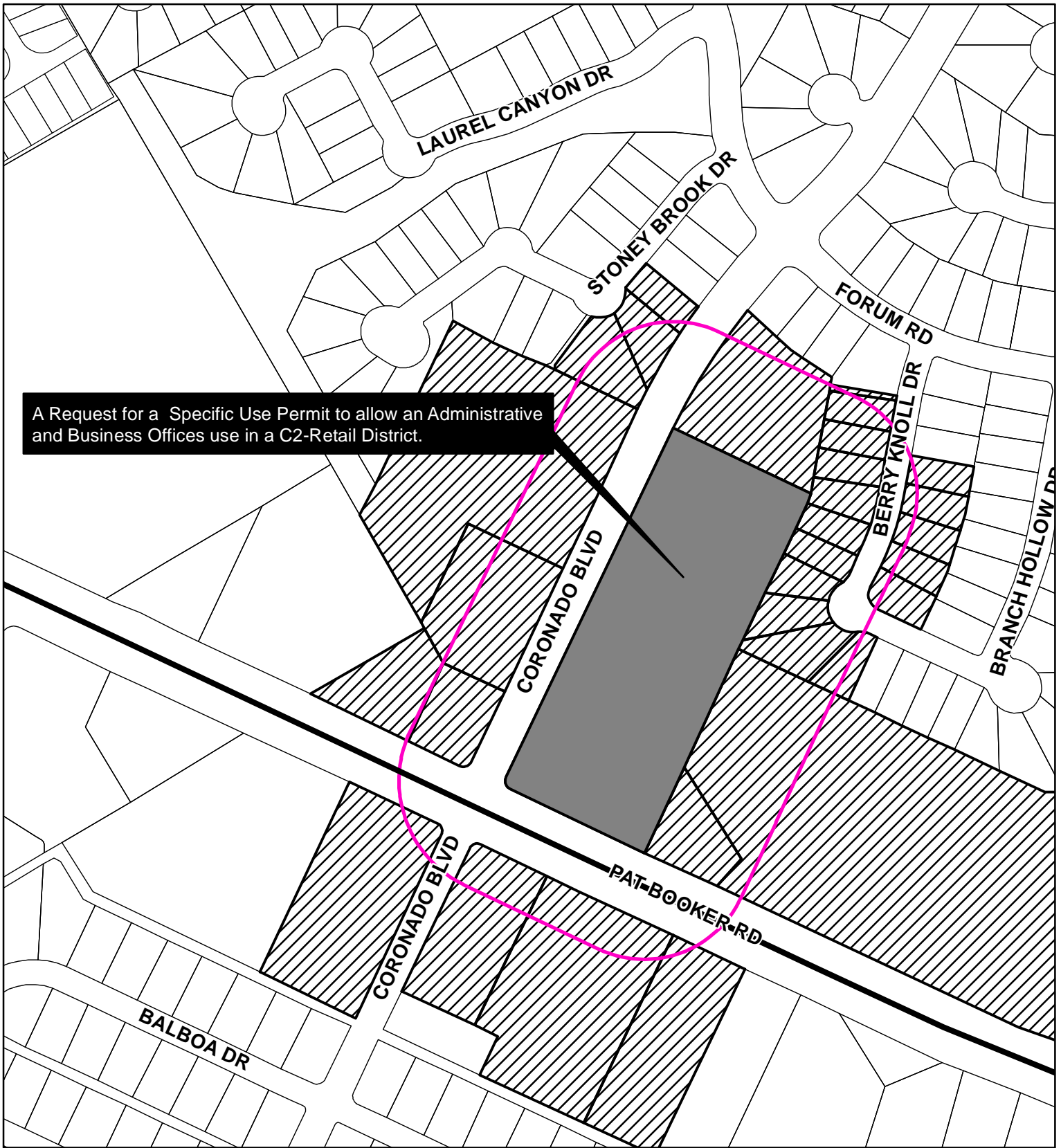


# CORONADO SQUARE SHOPPING CENTER

2326 Pat Booker Road

Aerial Map

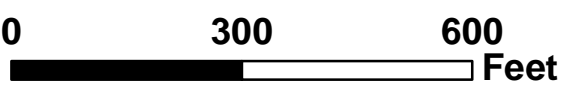






A Request for a Specific Use Permit to allow an Administrative and Business Offices use in a C2-Retail District.

**PC 577 SU 015**  
**2326 Pat Booker Road, Suite 968**

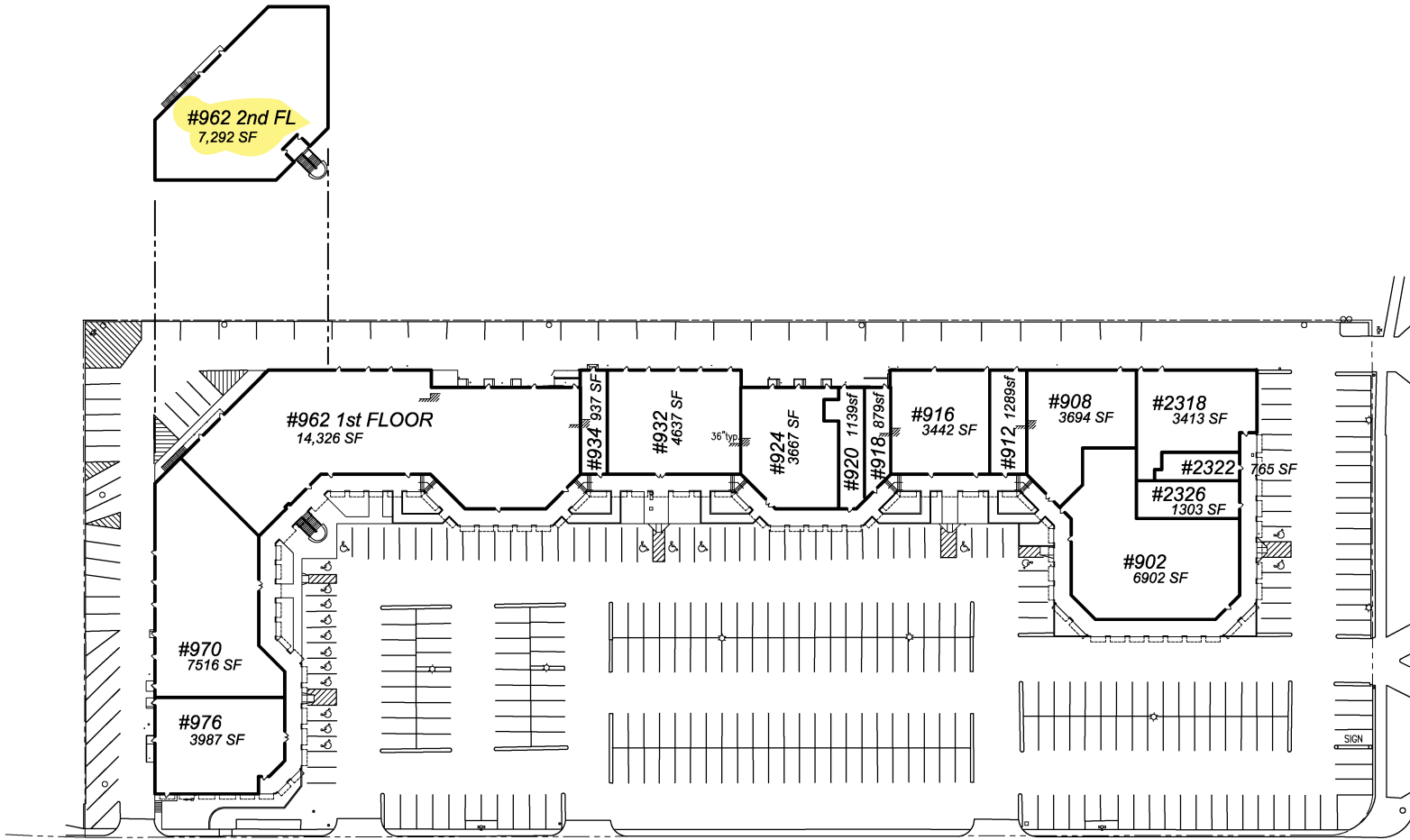
**Date Prepared: Tuesday, Jun. 27, 2023**



- Legend**
-  200 Ft Buffer
  -  Affected Parcels



**The City of Universal City**  
**Texas**  
 2150 Universal City Blvd  
 Universal City, TX 78148



*Pat Booker Road*

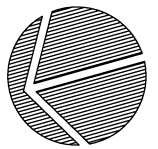
*Coronado Blvd.*

# "CORONADO SQUARE SHOPPING CENTER"

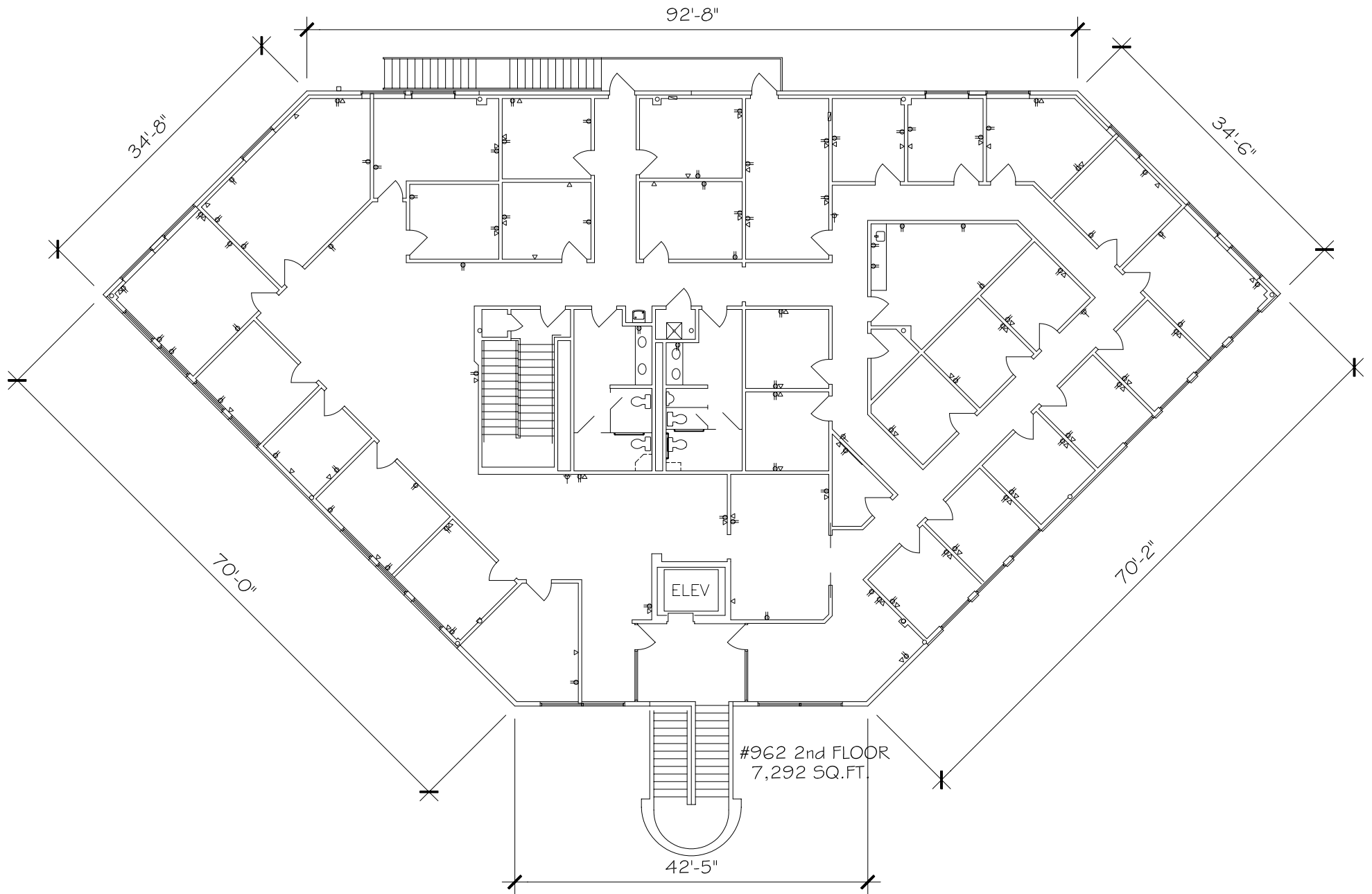
ADDRESS:

902 - 976 CORONADO BLVD.  
 2318 - 2326 PAT BOOKER RD.  
 UNIVERSAL CITY, TEXAS 78148  
 TOTAL 65,188 SQ.FT.

REVISED 11-29-16



SCALE 1"=100'



EXISTING PLAN 11-14-16

1/16" = 1'-0"

**CORONADO SQUARE SHOPPING CENTER**  
 962 CORONADO BLVD. 2nd FLOOR

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COMMERCIAL USES

Use	C1	C2	C3	C4	C5
<b>Administrative and business offices.</b>	P	S	S	P	P
Offices or private firms or organizations which are primarily used for the provision of executive, management or administrative services. Typical uses include administrative offices, and services including real estate, insurance, property management, investment, personnel, travel, secretarial services, telephone answering, photocopy and reproduction, and business offices or public utilities, organizations and associations, or other use classifications when the service rendered is that customarily associated with administrative office services.					
Agricultural sales and services.	-	-	-	S	-
Establishments or places of business engaged in sale (from the premises) of feed, grain, fertilizers, pesticides and similar goods or in the provision of agricultural related services with incidental storage on lots other than where the service is rendered. Typical uses include nurseries, hay, feed and grain stores and tree service firms.					
Automotive washing.	S	-	P	P	-
Washing and cleaning of automobiles and related light equipment. Typical uses include auto laundries or car washes, not collocated with a gas station.					
Gas station.	S	-	P	S	P
An establishment for retail sale of petroleum products collocated with a local convenient store. Local convenient store collocation is required. May also be collocated with automotive washing with automotive washing as a secondary or ancillary use.					
Commercial off-street parking.	S	S	S	S	-
Parking of motor vehicles on a temporary basis within a privately-owned off-street parking facility, other than accessory to a principal use. Typical uses include commercial parking lots or parking garages.					
Automotive rentals.	-	-	S	S	S
Rental of automobiles, noncommercial trucks, trailers and recreational vehicles, including incidental parking and servicing of vehicles available for rent or lease. Typical uses include auto rental agencies, trailer rental agencies and taxi-cab parking and dispatching.					
Automotive sales.	-	-	S	S	S
Sale or rental of automobiles, noncommercial trucks, motorcycles, motor homes, recreational vehicles or boats, including incidental storage, maintenance and servicing. Typical uses include new and used car dealerships, motorcycle dealerships and boat, trailer and recreational vehicle dealerships.					
Equipment sales.	-	-	S	P	-
Sale or rental of trucks, tractors, construction equipment, agricultural implements, mobile homes, similar heavy equipment, including incidental storage, maintenance and servicing. Typical uses include truck dealerships, construction equipment dealerships and mobile home sales establishments.					

**Motion to Approve:**

PC 577 (SU 015)

Per Section 4-5-54 of the Zoning Code, no specific use shall be recommended for approval by the Planning and Zoning Commission unless it has made findings, based upon the evidence presented at the public hearing, to support the conclusions identified in Section 4-5-54(4) of the Zoning Code.

Having done so, I, therefore, move to approve PC 577 (SU 015) and to grant a Specific Use Permit to allow an administrative and business offices use at 2326 Pat Booker Road, Suite 968.