

## AGENDA

### ZONING BOARD OF ADJUSTMENT AND APPEALS MEETING WEDNESDAY, APRIL 19, 2023 - 4:30 PM MCALLEN CITY HALL, 1300 HOUSTON AVENUE CITY COMMISSION CHAMBERS, 3<sup>RD</sup> FLOOR

At any time during the course of this meeting, the Zoning Board of Adjustment and Appeals may retire to Executive Session under Texas Government Code 551.071(2) to confer with its legal counsel on any subject matter on this agenda in which the duty of the attorney to the Zoning Board of Adjustment and Appeals under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. Further, at any time during the course of this meeting, the Zoning Board of Adjustment and Appeals may retire to Executive Session to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more of the exceptions to the Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code.

#### CALL TO ORDER – Chairperson Jose Gutierrez

#### 1. MINUTES:

- a) Minutes for the meeting held on April 5, 2023

#### 2. PUBLIC HEARINGS:

- a) Request of Sandra L. Nunez for the following Special Exception to the City of McAllen Zoning Ordinance to allow an encroachment of 9 feet into the 25 feet front yard setback for an existing metal carport measuring 20 feet by 20 feet, at Lot 118, Meadow Ridge, Hidalgo County, Texas; 4915 North 46th Lane. **(ZBA2023-0028)**
- b) Request of Martin Saavedra for the following Special Exceptions to the City of McAllen Zoning Ordinance to allow an encroachment of 13.5 feet into the 20 feet front yard setback for an existing metal carport measuring 15.5 feet by 18.3 feet, at Lot 78, Arrowhead PH 2, Hidalgo County, Texas; 2921 North 40th Street. **(ZBA2023-0029)**
- c) Request of Rosa Linda Tijerina for a special exception to the City of McAllen Zoning Ordinance to allow an encroachment of 10 feet into the 10 feet rear yard setback for an existing metal carport measuring 22 feet by 28 feet at Lot 43, Parkwood Manor Subdivision Phases 1, 2 & 3, Hidalgo County, Texas; 2309 Sandpiper Avenue. **(ZBA2023-0025)**
- d) Request of Mary Freeland for a special exception to the City of McAllen Zoning Ordinance to allow: **1)** an encroachment of 23 feet into the 25 feet front yard setback for an existing carport measuring 23 feet by 12 feet and **2)** an encroachment of 6.5 feet into the 25 foot front yard setback for an existing porch measuring 6.5 feet by 34 feet at Lot 14, Block 4, North Citrus Park, Hidalgo County, Texas; 1500 Fern Avenue. **(ZBA2023-0026)**
- e) Request of Amelia Rodriguez for a variance to the City of McAllen Zoning Ordinance to allow an encroachment of 5.5 feet into the 20 feet front yard setback for an existing porch patio measuring 5.5 feet by 28.5 feet on Lot 125, Los Encinos Subdivision, Hidalgo County, Texas; 3420 Queta Avenue. **(ZBA2023-0030)**
- f) Request of Nadia Avalos and Ruben Luna for a special exception to the City of McAllen Zoning Ordinance to allow an encroachment of 16.4 feet into the 20 feet front yard setback for a proposed carport measuring 16.4 feet by 20 feet at Lot 66, Parkwood Manor Subdivision Phases 1, 2 & 3, Hidalgo County, Texas; 2400 Sandpiper Avenue. **(ZBA2023-0027)**
- g) Request of Andrew LeBaron for the following: **1)** Special Exception request to the City of McAllen Off-Street Parking and Loading Ordinance to allow 32 parking spaces instead of the 44 parking spaces for proposed apartment use and **2)** a Variance request to the City of McAllen Zoning Ordinance to be exempted from the 8-foot CMU buffer requirement along the west side of the subject property located at Lot 1, Wilson Subdivision No. 3, Hidalgo County, Texas; 120 South 4th Street. **(ZBA2023-0012) (TABLED: 03/08/2023) (REMAIN TABLED: 03/22/2023, 04/05/2023)**

### **3. FUTURE AGENDA ITEMS**

- a)** 2205 Daffodil Avenue
- b)** 909 North 15th Street
- c)** 1428 East Hibiscus Avenue

#### **ADJOURNMENT:**

IF ANY ACCOMMODATIONS FOR A DISABILITY ARE REQUIRED, PLEASE NOTIFY THE PLANNING DEPARTMENT (681-1250) 72 HOURS BEFORE THE MEETING DATE. WITH REGARD TO ANY ITEM, THE ZONING BOARD OF ADJUSTMENTS AND APPEALS MAY TAKE VARIOUS ACTIONS, INCLUDING BUT NOT LIMITED TO RESCHEDULING AN ITEM IN ITS ENTIRETY FOR PARTICULAR ACTION AT A FUTURE DATE.



**STATE OF TEXAS  
COUNTY OF HIDALGO  
CITY OF MCALLEN**

**The McAllen Zoning Board of Adjustment and Appeals convened in a Regular Meeting on Wednesday, April 5, 2023 at 4:30 p.m. in the McAllen City Hall, Commission Chambers with the following present:**

<b>Present:</b>	<b>Jose Gutierrez Sylvia Hinojosa Ann Tafel Rogelio Rodriguez Hugo Avila</b>	<b>Chairperson Vice-Chairperson Member Member Member</b>
<b>Absent:</b>	<b>Juan Mujica Sam Saldivar</b>	<b>Alternate Alternate</b>
<b>Staff Present:</b>	<b>Austin Stevenson Michelle Rivera Edgar Garcia Rodrigo Sanchez Omar Sotelo Samuel Nunez Marco Rivera Samantha Trevino Porfirio Hernandez Jacob Salazar Carmen White</b>	<b>Assistant City Attorney Assistant City Manager Planning Director Senior Planner Senior Planner Planner II Planner I Planner I Planning Technician II Planning Technician I Administrative Assistant</b>

**CALL TO ORDER –Chairperson Jose Gutierrez**

**1. MINUTES:**

- a)** Minutes for the meeting held on March 22, 2023.

The minutes for the meeting held on March 22, 2023 were approved. The motion to approve the minutes were made by Ms. Ann Tafel. Vice-Chairperson Sylvia Hinojosa seconded the motion, which carried unanimously with five members present and voting.

**As per Chairperson Jose Gutierrez’s suggestion, the following items had been recommended for approval by staff. They are as follows:**

**2. PUBLIC HEARINGS:**

- a)** Request of Norma Elizondo for the following Special Exceptions to the City of McAllen Zoning Ordinance to allow: **1)** an encroachment of 10 feet into the 10 feet rear yard setback for an existing metal carport measuring 16.5 feet by 19 feet, and **2)** to allow an encroachment of 4 feet into the 6 feet west side yard setback for an existing metal carport measuring 16.5 feet by 19 feet, at Lot 43, Northpark Estates Subdivision, Hidalgo County, Texas; 1501 Falcon Avenue. **(ZBA2023-0022)**
- b)** Request of Oscar Flores for a special exception to the City of McAllen Zoning Ordinance to allow an encroachment of 25 feet into the 25 feet front yard setback for an existing carport with a canvas roof measuring 18 feet by 20 feet on Lot 21, Cielo Vista

Subdivision Phase I, Hidalgo County, Texas; 3101 Tanya Avenue. **(ZBA2023-0020)**

- c) Request of Jorge Herrera on behalf of Surprise Ron & Estela for a special exception to the City of McAllen's Off-Street Parking and Loading Ordinance to allow 8 parking spaces instead of the required 9 parking spaces for a 6-unit multi-family apartment development at Lot 4, Block 54, North McAllen Addition, Hidalgo County, Texas; 608 South 15th Street. **(ZBA2023-0024)**

Vice-Chairperson Sylvia Hinojosa moved to approve the previously outlined special exceptions as per staff's recommendation, limited to the submitted plans correspondent to each item. Mr. Hugo Avila seconded the motion. The Board voted to approve with five members present and voting.

- d) Request of Ma. Del Carmen Castro for the following Special Exception to the City of McAllen Zoning Ordinance to allow an encroachment of 20 feet into the 25-foot front yard setback for an existing metal carport measuring 36 feet by 25 feet, at Lot 16, Block 14, Balboa Acres Subdivision, Hidalgo County, Texas; 2808 Idela Avenue. **(ZBA2023-0021)**

Mr. Rivera stated the applicant was requesting a special exception for an encroachment of 20 feet into the 25 feet front yard setback for an existing metal carport measuring 36 feet by 25 feet. The applicant has verbally stated that a contractor was hired to construct the carport but did not obtain the required building permit. The carport is to provide protection for the family cars from the weather elements since the house does not have a garage.

The subject property was located along the north side of Idela Avenue, 90 feet east of South 29<sup>th</sup> Street. The Lot had 90 feet of frontage along Idela Avenue and a depth of 115 feet for a Lot size of 10,350 square feet. The property was zoned R-1 (single-family residential) District and a single-family residence is located on the property. The adjacent zoning is R-1 District in all directions. The surrounding land use is single family residential.

Balboa Acres Subdivision was recorded in December 1962. The required front yard setback as per plat was 25 feet. A notice of non-compliance was issued by the Building Permits and Inspections Department in November 2022 for "no permit on file" for construction of the carport. An application for a building permit was submitted to Building Permits and Inspections Department on November 30, 2022, and an application for a Special Exception request was submitted to the Planning Department on February 27, 2023.

The request was for a special exception to allow an encroachment of 20 feet into the 25 feet front yard setback for a carport measuring 36 feet by 25 feet. As per the applicant, the structure was built in December 2022 over an existing concrete driveway. The property does not have a garage. The applicant states the existing carport helps to protect the vehicles from the weather elements and from water damage to the walls of the home.

The carport was constructed over an area that consists of a concrete driveway and an unpaved surface. The applicant proposes to pave the unpaved portion thereby enlarging the carport foundation. The unpaved area is approximately 12 feet by 25 feet (300 square feet).

There was an existing alley at the rear of the property with a dirt surface that may not be traversable during rainy weather events.

During a site visit, staff noticed one carport with encroachment into the front yard along the north side of this Block of Idela Avenue. A review of Planning Department records did not reveal any Special Exceptions granted in this Block. Building Department records did not reveal

building permits granted for carports within the front yard along this Block.

The front yard setbacks are important in establishing the character of a single-family neighborhood by maintaining the street yard and curb appeal of the properties in a subdivision. Approval of the request to allow the carport within the front yard may encourage other property owners to construct carports within the front yard setback.

There have been no calls or emails received in opposition of the Special Exception request.

Measurements provided are without the benefit of a survey.

Special exceptions are issued to the property owner and recorded, however a change of ownership requires the new owner to apply for their own Special Exception.

Staff recommended **disapproval** of the Special Exception request since approval of the request to allow the carport within the front yard may encourage other property owners to construct carports within the front yard setback. If the Board chooses to approve the request, it should be limited to the encroachment shown on the submitted site plan.

Chairperson Gutierrez asked staff as to why this was recommended for disapproval. Mr. Rivera stated there was one carport that was on this block but there were no records for other special exceptions granted before in the past. There was no garage for this house. He stated that when the applicant purchased the house that there was no carport or garage.

Board member Tafel asked if there were any utility easements in the front. Mr. Rivera stated no.

Board member Avila commented on the size of the carport. Mr. Rivera stated the applicant had three vehicles for protection.

Board member Rodriguez asked if the applicant intends to expand the driveway. Mr. Rivera stated the applicant spoke to the Engineering Department and was in the process to expand the driveway with a curb cut.

Ms. Ma. Del Carmen Castro, the applicant stated she was waiting to put the concrete onto the driveway for the extra vehicle. The house was very small and old. The reason they could not put the carport in the back was due to the rain and the flooding it causes in order to get her vehicle in and out. Chairperson Gutierrez asked the applicant who constructed the carport. Ms. Castro stated her husband found the contractor on Facebook. She stated they always obtain permits. She did not know she had to go in person. Soon after, they called her to say the permit was ready, pick up. However, the person who did the job informed her that since she only had small portion to build and that the materials were good that they would not need to obtain a permit.

Chairperson Jose Gutierrez asked if there was anyone present in favor of the special exception. There was one in favor of the special exception.

Mr. Wilfredo Charles, 2752 Judith Avenue stated he was in favor of the carport and that he received a legal notice for this item and a citation for the carport. He stated he had a two-vehicle carport, which he had built 7 years ago by a contractor. Chairperson Gutierrez mentioned to Mr. Charles that since he lived within the parameters he received the notice as well other neighbors. He also informed Mr. Charles to get with staff to discuss his carport.

Mr. Sam Benson stated he was not on the agenda but that he was in favor of the Item C. He also wanted to say that the Board was already setting precedence for the previous cases, which were for approved for allowing carports. Chairperson Gutierrez stated the City does not set precedence. All cases are different.

Chairperson Jose Gutierrez asked if there was anyone present in opposition of the special exception. There was no one in opposition of the special exception.

Board member Tafel asked staff if water from the applicant's carport would runoff into the next-door neighbor's property. Mr. Rivera stated the neighbor on the west side is complying with the side setbacks. The other side to the east it had more than enough space.

Following discussion, Vice-Chairperson Sylvia Hinojosa **moved** to approve the special exception. Ms. Ann Tafel seconded the motion. The Board voted to approve the special exception with five members present and voting.

- e) Request of Andrew LeBaron for the following: **1)** Special Exception request to the City of McAllen Off-Street Parking and Loading Ordinance to allow 32 parking spaces instead of the 44 parking spaces for proposed apartment use and **2)** a Variance request to the City of McAllen Zoning Ordinance to be exempted from the 8-foot CMU buffer requirement along the west side of the subject property located at Lot 1, Wilson Subdivision No. 3, Hidalgo County, Texas; 120 South 4th Street. **(ZBA2023-0012) (TABLED: 03/08/2023) (REMAIN TABLED: 03/22/2023)**

This item was to remain tabled until the next meeting.

### **3. FUTURE AGENDA ITEMS:**

- a) 2309 Sandpiper Avenue
- b) 1500 Fern Avenue
- c) 2400 Sandpiper Avenue
- d) 4915 North 46<sup>th</sup> Lane
- e) 2921 North 40<sup>th</sup> Street
- f) 3420 Queta Avenue

### **ADJOURNMENT**

There being no further business to come before the Zoning Board of Adjustment and Appeal, Chairperson Jose Gutierrez **moved** to adjourn the meeting.

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Chairperson Jose Gutierrez

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Carmen White, Administrative Assistant

## **Memo**

**TO:** Zoning Board of Adjustment & Appeals

**FROM:** Planning Staff

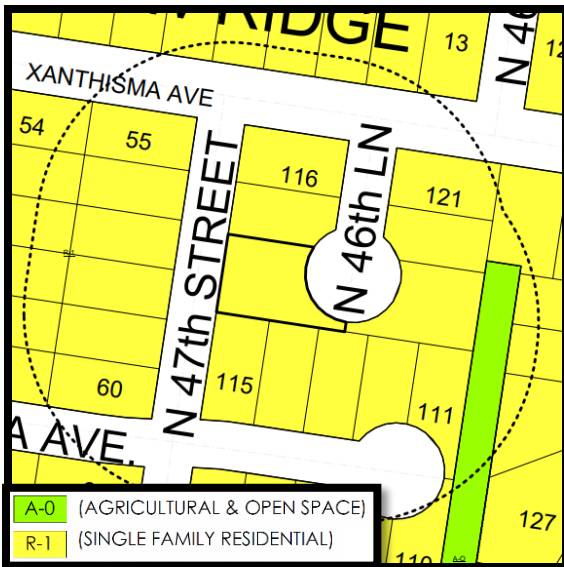
**DATE:** March 29, 2023

**SUBJECT: REQUEST OF SANDRA L. NUNEZ FOR A SPECIAL EXCEPTION TO THE CITY OF MCALLEN ZONING ORDINANCE TO ALLOW AN ENCROACHMENT OF 9 FEET INTO THE 25 FEET FRONT YARD SETBACK FOR AN EXISTING CARPORT MEASURING 20 FEET BY 20 FEET, AT LOT 118, MEADOW RIDGE, HIDALGO COUNTY, TEXAS; 4915 NORTH 46<sup>TH</sup> LANE. (ZBA2023-0028)**

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### **REASON FOR APPEAL:**

The applicant is requesting a special exception for an encroachment into the front yard setback for an existing metal carport. The applicant states the carport was built to provide shade for her family and vehicles.



### **PROPERTY LOCATION AND VICINITY:**

The subject property is located south of Xanthisma Avenue. The subject property is identified as a cul de sac lot fronting North 46<sup>th</sup> Lane and a lot size of 8,054 square feet. The property is zoned R-1 (single-family residential) District and a single family residence is located on the property. The adjacent zoning is R-1 District in all directions. The surrounding land use is single family residential.

**BACKGROUND AND HISTORY:**

Meadow Ridge was recorded on February 13, 2006. The required front yard setback as per the plat is 25 feet. An application for a Special Exception request was submitted to the Planning Department on March 17, 2023.

**ANALYSIS:**

This request is for an existing metal carport to be allowed to remain at its current location with an encroachment of 9 feet into the 25 front yard setback. The carport measures 20 feet by 20 feet. The applicant stated the carport is used to provide shade for the home owners and their vehicles.

Planning Department records does reveal two approved variances within the Meadow Ridge Subdivision.

The home and carport are located on a cul de sac lot. The carport does not encroach into any easements. The home does have an attached two car garage, however not large enough to fit two family vehicles.

There have been no calls or emails received in opposition to the requests.

**RECOMMENDATION:**

Staff recommends approval of the special exception request as it is not encroaching into any easements and planning records indicate two approved variances within the area.

ZBOA  
4/19/23

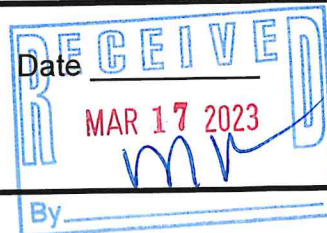


**City of McAllen**  
**Planning Department**  
**APPEAL TO ZONING BOARD OF**  
**ADJUSTMENT TO MCALLEN ZONING ORDINANCE**

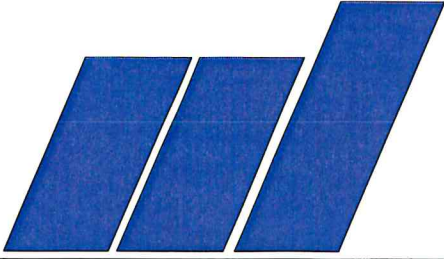
311 North 15<sup>th</sup> Street  
McAllen, TX 78501  
P. O. Box 220  
McAllen, TX 78505-0220  
(956) 681-1250  
(956) 681-1279 (fax)

ZMA2023-0028

<b>Project</b>	Legal Description	<u>Meadow Ridge Lot 118</u>		
	Subdivision Name	<u>Meadow Ridge Lot 118</u>		
	Street Address	<u>4915 N 46<sup>th</sup> Ln McAllen Tx 78504</u>		
	Number of lots	<u>1</u>	Gross acres	
	Existing Zoning	<u>R-1</u>	Existing Land Use	<u>House</u>
	Reason for Appeal (please use other side if necessary)	<u>Para una invasion de</u> <u>9 pies dentro de los 25 pies de restriccion / 25 FysB</u>		
	<input checked="" type="checkbox"/> \$300.00 non-refundable filing fee + <input checked="" type="checkbox"/> \$50.00 Recording Fee for Special Exception (carport)			
	<input checked="" type="checkbox"/> Current Survey and Metes and Bounds (if the legal description of the tract is a portion of a lot) is required			
<b>Applicant</b>	Name	<u>Sandra L Nunez</u>	Phone	<u>956 322 9808</u>
	Address	<u>4915 N 46<sup>th</sup> Ln</u>	E-mail	<u>sandyln72@hotmail.com</u>
	City	<u>McAllen</u>	State	<u>TX</u>
		Zip	<u>78504</u>	
<b>Owner</b>	Name	<u>Sandra L Nunez</u>	Phone	<u>956 322 9808</u>
	Address	<u>4915 N 46<sup>th</sup> Ln</u>	E-mail	
	City	<u>McAllen TX 78504</u>	State	<u>TX</u>
		Zip	<u>78504</u>	
<b>Authorization</b>	To the best of your knowledge are there any deed restrictions, restrictive covenants, etc. which would prevent the utilization of the property in the manner indicated? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
	I certify that I am the actual owner of the property described above and this application is being submitted with my consent (include corporate name if applicable) OR I am authorized by the actual owner to submit this application and have attached written evidence of such authorization.			
	Signature	<u>[Signature]</u>	Date	<u>1-30-23</u>
	Print Name	<u>Sandra Nunez</u>	<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent	
<b>Office</b>	Accepted by	<u>SEN</u>	Payment received by	<u>MR</u>
	Rev 09/20			







CITY OF MCALLEN  
Planning Department  
**Variance request**

LEGAL DESCRIPTION: \_\_\_\_\_

PROPERTY ADDRESS: 4915 N 46th Ln McAllen Tx 78504

CASE NUMBER: : \_\_\_\_\_

**HOLD HARMLESS AGREEMENT**

**MUST BE SIGNED BY THE PROPERTY OWNER**

TO THE FULLEST EXTENT PERMITTED BY LAW, THE UNDERSIGNED APPLICANT AGREES TO INDEMNIFY, DEFEND AND SAVE HARMLESS THE CITY OF MCALLEN AND ITS COMMISSIONERS, OFFICERS, AGENTS AND EMPLOYEES FROM AND AGAINST ANY AND ALL CLAIMS, SUITS, ACTIONS, LOSSES, DAMAGES, EXPENSES, COSTS, INJURIES AND LIABILITIES OF ANY NATURE (INCLUDING BUT NOT LIMITED TO CLAIMS FOR BODILY INJURY, DEATH, BUSINESS INTERRUPTION AND/OR PROPERTY DAMAGE) RELATING TO, ARISING OUT OF OR RESULTING FROM THE GRANTING AND/OR IMPLEMENTATION OF THE VARIANCE REQUESTED HEREIN.

Applicant's Signature Sandy

Print Name Sandra Nunez

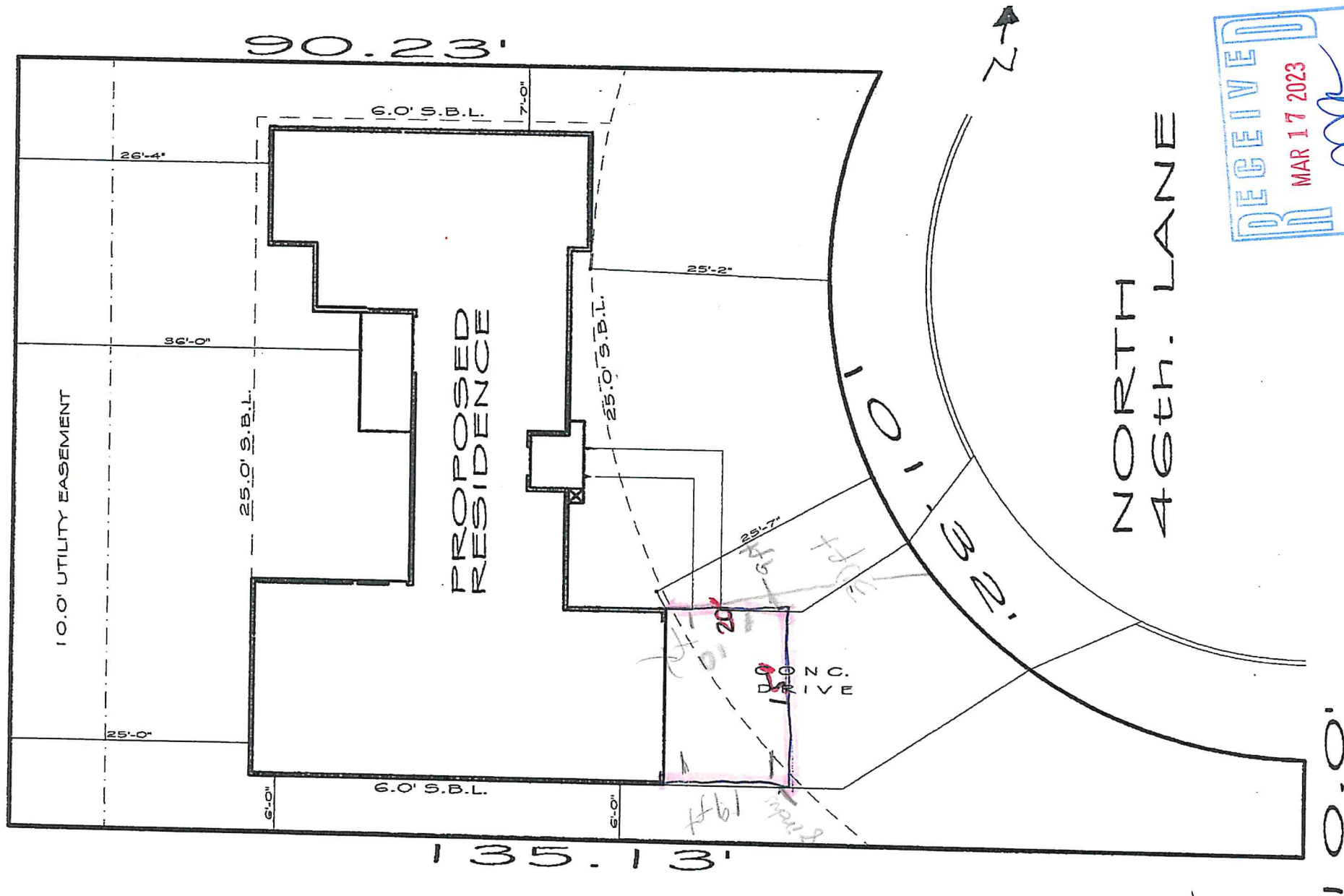
Address 4915 N 46th Ln

Phone 956 3229808 e-mail Sandyln72@hotmail.com





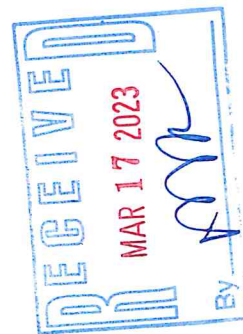
82.0'



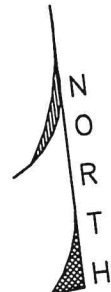
# SITE PLAN

LOT #118, MEADOW RIDGE S/D  
McALLEN, TEXAS

Carport



**PEÑA ENGINEERING**  
FIRM #10087200 • 1001 WHITEWING • P.O. BOX 4320  
(956) 682-8812 • McALLEN, TEXAS 78502 • FAX (956) 631-PENA



SCALE: 1"=30'  
CAD: MEADOWRIDGE118~A  
JOB: 70547

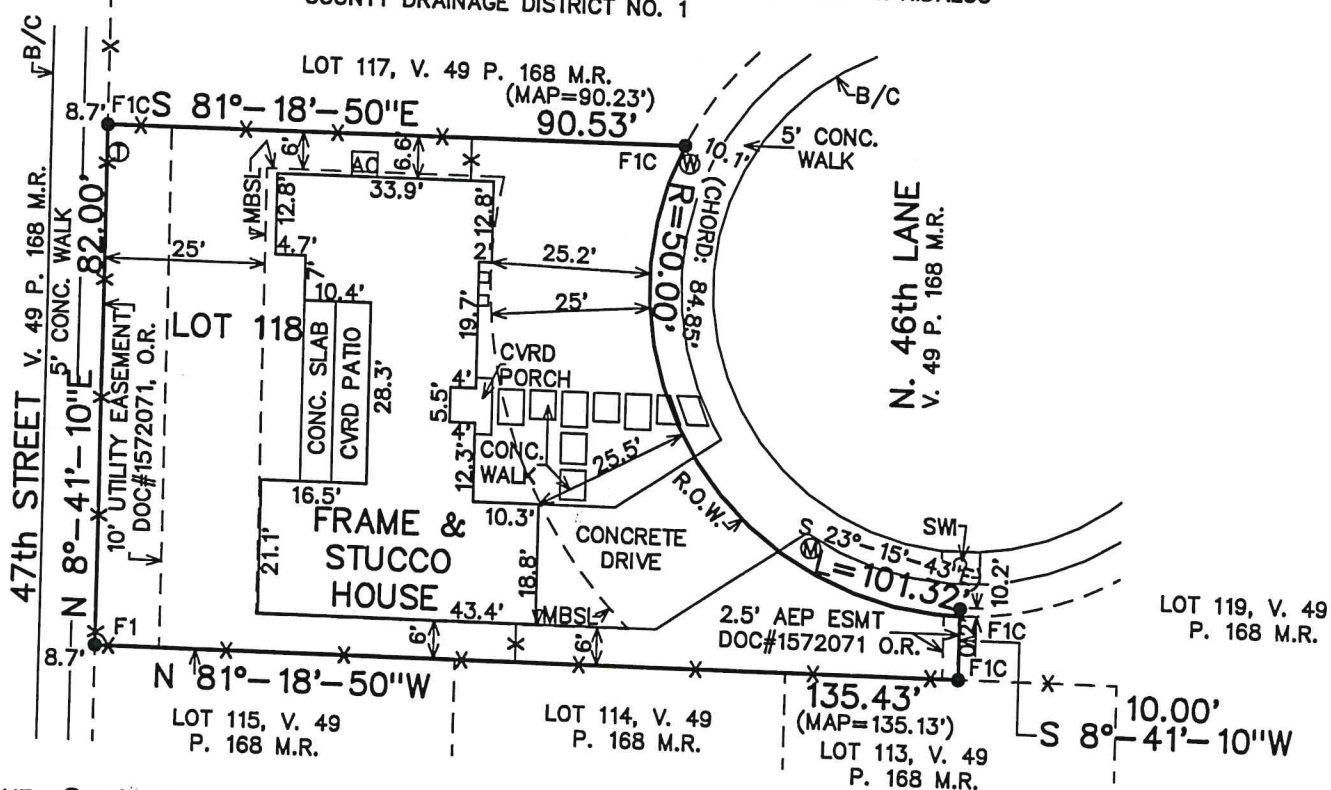
**XANTHISMA AVENUE**

V. 49 P. 168, M.R.  
SOUTH R.O.W.

NOTE: BASIS OF BEARING IS THE SOUTH LINE OF LOT 118,  
MEADOW RIDGE SUBDIVISION, V. 49 P. 168, M.R.

LEGEND:  
F1 - FOUND 1/2" DIAMETER IRON ROD  
F1C - FOUND 1/2" DIAMETER IRON ROD W/CAP  
STAMPED "CVQ"  
B/C - BACK OF CONCRETE CURB & GUTTER  
R.O.W. - RIGHT OF WAY  
MBSL - MINIMUM BUILDING SETBACK LINE  
⊗ - WATER METER  
⊙ - MANHOLE  
⊕ - TELEPHONE PEDESTAL  
\*- 6' CEDAR FENCE  
SWI - STORM WATER INLET

NOTES:  
1.) BLANKET EASEMENT TO AEP TEXAS CENTRAL COMPANY DOC#1572071,  
OFFICIAL RECORDS (PLOTTED)  
2.) STATUTORY EASEMENTS, RULES, REGULATIONS, LIENS, CLAIMS AND  
RIGHTS IN FAVOR OF UNITED IRRIGATION DISTRICT & HIDALGO  
COUNTY DRAINAGE DISTRICT NO. 1



BUYER'S NAME: Sandra Lorena Nunez

FLOOD ZONE: By GRAPHICAL PLOTTING Community Panel No. 480334 0400 C  
Map Revised: November 16, 1982

- ☐ Zone "A" - This is to certify that this property is in a flood prone area.  
☒ Zone "B" - This is to certify that this property is not in a flood prone area. However limits between the 100 year and 500 year flood are subject to flooding with average depths less than one foot.  
☐ Zone "C" - This is to certify that this property is not in a flood prone area.

I certify that this plat represents the facts found on the ground at the time of survey and that there are no visible or apparent easements, discrepancies, conflicts, or shortages in area or boundary lines, or any encroachments, or overlapping of improvements or visible easements except as shown on this plat. No subsurface utilities or service connections are shown, © copyright 2020 PENA ENGINEERING this survey transaction which shall take place within 6 months after the survey was provided. No license has been created or implied to copy this Survey. Survey valid only if print has original seal and signature.  
ADDRESS: 4915 N. 46th Ln. McAllen, TX 78504

LEGAL DESCRIPTION: Lot 118, MEADOW RIDGE SUBDIVISION, an Addition to the City of McAllen, Hidalgo County, Texas,

ACCORDING TO THE MAP RECORDED IN VOLUME 49 PAGE 168  
OF THE Map RECORDS OF Hidalgo COUNTY, TEXAS.

8-28-2020  
DATE

Pablo Peña III  
PABLO PEÑA III  
REG. PROFESSIONAL LAND SURVEYOR No. 5242











## **Memo**

**TO:** Zoning Board of Adjustment & Appeals

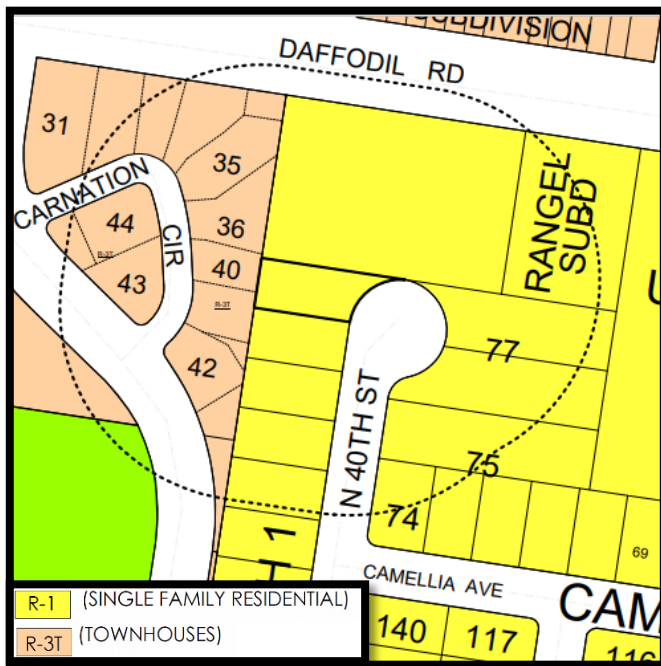
**FROM:** Planning Staff

**DATE:** March 31, 2023

**SUBJECT:** Request of Martin Saavedra for the following Special Exceptions to the City of McAllen Zoning Ordinance to allow an encroachment of 13.5 feet into the 20 front yard setback for an existing metal carport measuring 15.5 feet by 18.3 feet, at Lot 78, Arrowhead PH 2, Hidalgo County, Texas; 2921 North 40th Street. (ZBA2023-0029)

### **REASON FOR APPEAL:**

The applicant is requesting a special exception in order to allow an encroachment of 13.5 feet into the front yard setback of 20 feet for an existing carport measuring 15.5 feet by 18.3 feet. The applicant stated the existing carport is for safety and protection of a disabled elderly person.



### **PROPERTY LOCATION AND VICINITY:**

The subject property is located south of Daffodil Avenue and west of North 40th Street. The property has 51 feet of fronting North 40<sup>th</sup> Street and a depth of 100 feet, for a lot size of 5,100 square feet. The surrounding land use is R-1 (single-family) all around and R-3T (townhouses) District to the west.

**BACKGROUND AND HISTORY:**

The plat for Arrowhead Subdivision Phase 2 was recorded in March 5, 1999. The plat state a 20 feet front yard setback. A stop work order was issued April 20, 2022. An application for a building permit for the carport was submitted on April 20, 2022. An application for the special exception request was submitted on December 6, 2022 and resubmitted March 20, 2023.

**ANALYSIS:**

Approval of the special exception request would allow an encroachment of 13.5 feet into the 20 feet front yard setback as shown in the applicant's submitted site plan. The reason for this is for safety and protection of a disabled elderly person. The applicant stated that the infrastructure company performed an inspection on the property and determined that gas pipes do not exist on the property and no other cables or drainage pipes would be affected by the carport location. The property does not have a garage.

Planning Department records does reveal one approved special exception and one approved variance within the Arrowhead Subdivision.

The applicants had submitted a special exception request December 6, 2022. The request was disapproved January 18, 2023. The applicants have revised their site plan, relocating the carport out of the 5 ft. utility easement.

Staff has not received any phone calls, emails, or letters in opposition to the special exception request.

**RECOMMENDATION:**

Staff recommends approval of the special exception request since the carport is being relocated out of the 5 ft. utility easement.



ZBA 2023-0029



City of McAllen

Planning Department

APPEAL TO ZONING BOARD OF

ADJUSTMENT TO MCALLEN ZONING ORDINANCE

311 North 15<sup>th</sup> Street

McAllen, TX 78501

P. O. Box 220

McAllen, TX 78505-0220

(956) 681-1250

(956) 681-1279 (fax)

ZBA  
4.19.23  
2:45pm

Project	<p>Legal Description <u>Arrowhead PH 2 Lot 78</u></p> <p>Subdivision Name <u>Arrowhead</u></p> <p>Street Address <u>2921 N 40th St.</u></p> <p>Number of lots <u>Lot 78</u> Gross acres <u>0</u></p> <p>Existing Zoning <u>R-1</u> Existing Land Use <u>Single family Residential</u></p> <p>Reason for Appeal (please use other side if necessary) <u>Keep carport for safety and security of elderly disabled person while walking</u></p> <p><input checked="" type="checkbox"/> \$300.00 non-refundable filing fee + <input checked="" type="checkbox"/> \$50.00 Recording Fee for Special Exception (carport)</p> <p><input type="checkbox"/> Current Survey and Metes and Bounds (if the legal description of the tract is a portion of a lot) is required</p>
Applicant	<p>Name <u>Martin Saavedra</u> Phone <u>(956) 342-8140</u></p> <p>Address <u>2921 N 40th St.</u> E-mail <u>martinsaavedra1001@gmail.com</u></p> <p>City <u>McAllen</u> State <u>TX</u> Zip <u>78501</u></p>
Owner	<p>Name <u>Martin Saavedra</u> Phone <u>(956) 342-8140</u></p> <p>Address <u>2921 N 40th St.</u> E-mail <u>martinsaavedra1001@gmail.com</u></p> <p>City <u>McAllen</u> State <u>TX</u> Zip <u>78501</u></p>
Authorization	<p>To the best of your knowledge are there any deed restrictions, restrictive covenants, etc. which would prevent the utilization of the property in the manner indicated?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>I certify that I am the actual owner of the property described above and this application is being submitted with my consent (include corporate name if applicable) OR I am authorized by the actual owner to submit this application and have attached written evidence of such authorization.</p> <p>Signature <u>[Signature]</u> Date <u>3/15/2023</u></p> <p>Print Name <u>Martin Saavedra</u> <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent</p>
Office	<p>Accepted by <u>[Signature]</u> Payment received by _____ Date <u>ENTERED</u></p> <p>Rev 10/18</p> <p>MAR 20 2023</p>

Initial: MSM @ 2:45pm



**City of McAllen**  
***Planning Department***  
**REASON FOR APPEAL & BOARD ACTION**

\*A variance will not be granted to relieve a self-created or personal hardship, nor shall it be based solely on economic gain or loss. In order to make a finding of hardship and grant the variance, the Zoning Board of Adjustment will consider **any combination of** the following: (Please use an additional page if necessary to complete responses)

\*\*Information provided here by the applicant does not guarantee that the Board will grant a variance.

\*\*\*Applicant should include all information they determine is relevant, but it is not required to provide responses to all sections listed below.

1. Describe the special circumstance or condition affecting the land involved such that the strict application of the provisions required would deprive the applicant of the reasonable use of the land:

There is an elderly disabled person living on property that requires car port as a safety measure

2. Describe how the variance is necessary for the preservation and enjoyment of the legal property rights of the owner:

Due to the trees planted on both ends of property, car port is utilized to avoid seeds from trees falling on driveway and causing disabled person to slip/fall

3. Describe how the variance will not be detrimental to the public health, safety or welfare or injurious to the legal rights other property owners enjoy in the area:

infrastructure company come to property to perform an inspection and determined that any drainage and cables are not affected and gas pipes do not exist on property

4. Describe special conditions that are unique to this applicant or property:

The daily usage of driveway by elderly disabled person is the special condition to why we would like to preserve the carport.

Reason for Appeal

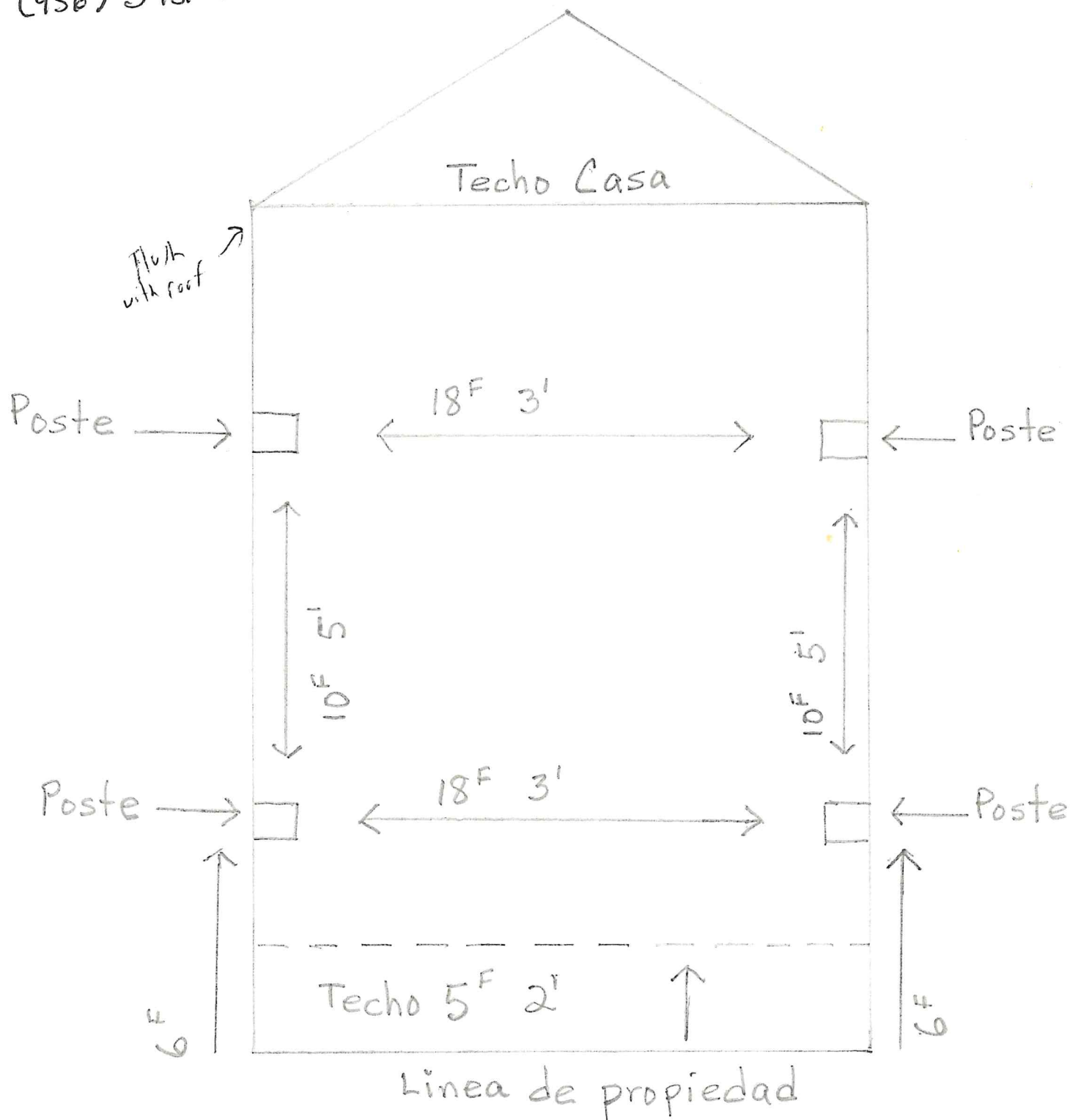
Board Action

Chairman, Board of Adjustment  
Signature

Date



Martín Saavedra  
2921 N. 40<sup>th</sup> st.  
McAllen, TX. 78501  
(956) 342-8140



**ENTERED**

MAR 20 2023

Initial: Nm









## **Memo**

**TO:** Zoning Board of Adjustment & Appeals

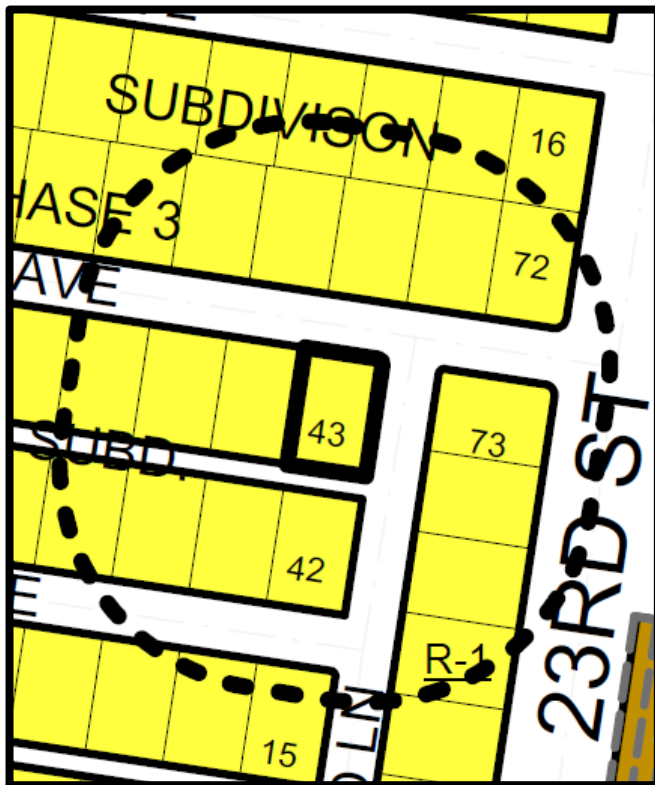
**FROM:** Planning Staff

**DATE:** March 27, 2023

**SUBJECT: REQUEST OF ROSA LINDA TIJERINA FOR A SPECIAL EXCEPTION TO THE CITY OF MCALLEN ZONING ORDINANCE TO ALLOW AN ENCROACHMENT OF 10 FEET INTO THE 10 FEET REAR YARD SETBACK FOR AN EXISTING METAL CARPORT MEASURING 22 FEET BY 28 FEET AT LOT 43, PARKWOOD MANOR SUBDIVISION PHASES 1, 2 & 3, HIDALGO COUNTY, TEXAS; 2309 SANDPIPER AVENUE. (ZBA2023-0025)**

### **REASON FOR APPEAL:**

The applicant is requesting the above mentioned special exception for an existing rear yard carport that measures 22 feet by 28 feet. The applicant has stated that the carport has existed for over 20 years in her property and is used to provide protection for her vehicles from the weather elements.



**PROPERTY LOCATION AND VICINITY:**

The subject property is located on the southwest corner of Sandpiper Avenue and North 23<sup>rd</sup> Lane. The Lot has 70 feet of frontage along Sandpiper Avenue and a depth of 104 feet for a Lot size of 7,280 square feet. The property is zoned R-1 (single-family residential) District and a single family residence is located on the property. Adjacent zoning is R-1 District in all directions. The surrounding land use is single family residential.

**BACKGROUND AND HISTORY:**

Parkwood Manor Subdivision Phases 1, 2 & 3 was recorded on July 25 1983. The required rear yard setback as per plat is 10 feet. A non-compliance notice was issued by the Building Permits and Inspections Department on December 18, 2021 for a patio [carport] and shed with possible encroachment and no building permit. An application for a building permit was submitted on August 12, 2022 for a caprot and shed. An application for a special exception request was submitted on March 9, 2023, and later revised to address the carport encroachment only.

**ANALYSIS:**

This special exception would allow an encroachment of 10 feet into the 10 feet rear yard setback for an existing metal carport that measures 22 feet by 28 feet. The exsiting residence has a built in garage which faces a 20-foot alley along the rear yard property line.

During a site visit, staff noticed a total of 8 rear yard carports along both of the alleys within the subdivision. Rear yard carports appear to be part of the subdivision's existing character. A review of Planning Department records revealed one special exception and building permit issued in this subdivision for a rear yard carport encraohment at Lot 24.

Measurements provided are without the benefit of a survey.

Special exceptions are issued and recorded for the property owner only. New owners of the subject property will have to apply for a new special exception.

Staff did not receive any phone calls, emails or letters in opposition to this special exception request.

**RECOMMENDATION:**

Staff recommends approval of the special exception request since the rear yard carport will not alter the existing character of the subdivision.

ZBA 2023-0025

ZBDA  
4/19/2023

**City of McAllen**  
**Planning Department**  
**APPEAL TO ZONING BOARD OF**

311 North 15<sup>th</sup> Street  
 McAllen, TX 78501  
 P. O. Box 220  
 McAllen, TX 78505-0220  
 (956) 681-1250  
 (956) 681-1279 (fax)

**ADJUSTMENT TO MCALLEN ZONING ORDINANCE**

<b>Project</b>	Legal Description	All of Lot 43, PARKWOOD MANOR PHASES 1,2, and 3, and addition to the City of McAllen, Hidalgo County, Texas according to the map recorded in Volume 23, Page 102-B	
	Subdivision Name	PARKWOOD MANOR	
	Street Address	2309 Sandpiper Avenue, McAllen, Texas 78504	
	Number of lots	1	Gross acres
	Existing Zoning	Existing Land Use	
	Reason for Appeal (please use other side if necessary)	To maintain the carport and shed on said property.	
	<input checked="" type="checkbox"/> \$300.00 non-refundable filing fee + <input checked="" type="checkbox"/> \$50.00 Recording Fee for Special Exception (carport) <input type="checkbox"/> Current Survey and Metes and Bounds (if the legal description of the tract is a portion of a lot) is required		
<b>Applicant</b>	Name	Rosa Linda Tijerina	Phone (956) 821-1801
	Address	2309 Sandpiper Avenue	E-mail mrtijerina@sbcglobal.net
	City	McAllen	State Texas Zip 78504
<b>Owner</b>	Name	Rosa Linda Tijerina	Phone (956) 821-1801
	Address	2309 Sandpiper Avenue	E-mail mrtijerina@sbcglobal.net
	City	McAllen	State Texas Zip 78504
<b>Authorization</b>	To the best of your knowledge are there any deed restrictions, restrictive covenants, etc. which would prevent the utilization of the property in the manner indicated? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	I certify that I am the actual owner of the property described above and this application is being submitted with my consent (include corporate name if applicable) OR I am authorized by the actual owner to submit this application and have attached written evidence of such authorization.		
	Signature	Date 3/9/23	
	Print Name Rosa Linda Tijerina	<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent	
<b>Office</b>	Accepted by	Payment received by	Date MAR 09 2023
	Rev 09/20 By: CW		

27



**City of McAllen**  
***Planning Department***  
**REASON FOR APPEAL & BOARD ACTION**

<b>Reason for Appeal</b>	<p>*A variance will not be granted to relieve a self-created or personal hardship, nor shall it be based solely on economic gain or loss. In order to make a finding of hardship and grant the variance, the Zoning Board of Adjustment will consider any combination of the following: <i>(Please use an additional page if necessary to complete responses)</i></p> <p>**Information provided here by the applicant does not guarantee that the Board will grant a variance.</p> <p>***Applicant should include all information they determine is relevant, but it is not required to provide responses to all sections listed below.</p>	
	1.	Describe the special circumstance or condition affecting the land involved such that the strict application of the provisions required would deprive the applicant of the reasonable use of the land:
	The shed and carport have been a fixture on the property for over 20 years. They have stood	
	hurricanes and all other weather. The carport has provided coverage to the vehicles.	
	The shed has provided storage.	
	2.	Describe how the variance is necessary for the preservation and enjoyment of the legal property rights of the owner:
	The variance is necessary in order for the carport to continue to provide shelter for our vehicles	
	from the weather. It is resilient and sturdy. The shed provides storage for equipment and	
	household items.	
	3.	Describe how the variance will not be detrimental to the public health, safety or welfare or injurious to the legal rights other property owners enjoy in the area:
	The variance would not hurt anyone. The shed and carport have been on said property	
	for over 20 years and they have stood firm, and sturdy in the hurricane(s), hail storms, and	
	other inclement weather. In no instance has someone been in danger for their safety or welfare.	
	4.	Describe special conditions that are unique to this applicant or property:
The carport and shed have been a fixture of the property for over 20 years. They have stood		
the test of time and the elements.		
<b>Board Action</b>		
	Chairman, Board of Adjustment Signature  _____	Date  _____
	Rev. 9/20	











BEWARE  
of DOG





NOTICE  
VARIANCE  
SPECIAL EXCEPTION  
FOR  
THIS PROPERTY  
ZBA2023-0025

2309

2309



## **Memo**

**TO:** Zoning Board of Adjustment & Appeals

**FROM:** Planning Staff

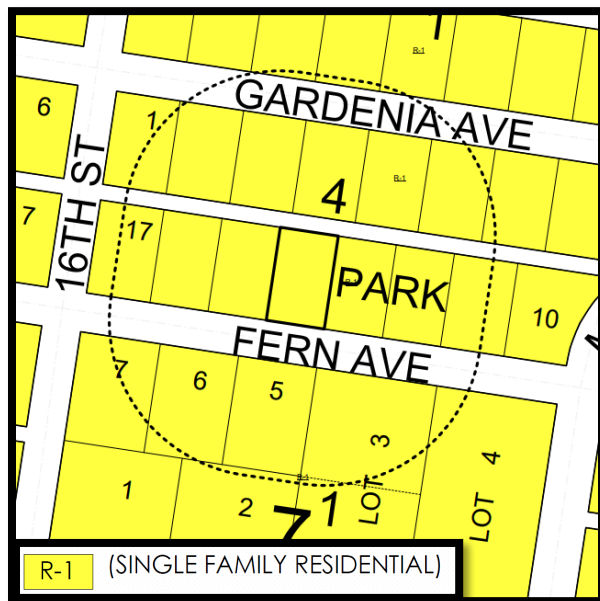
**DATE:** March 30, 2023

**SUBJECT: REQUEST OF MARY FREELAND FOR A SPECIAL EXCEPTION AND VARIANCE REQUEST TO THE CITY OF MCALLEN ZONING ORDINANCE TO ALLOW: 1) AN ENCROACHMENT OF 23 FEET INTO THE 25 FEET FRONT YARD SETBACK FOR AN EXISTING CARPORT MEASURING 23 FEET BY 12 FEET, AND 2) AN ENCROACHMENT OF 6.5 FEET INTO THE 25 FEET FRONT YARD SETBACK FOR AN EXISTING PORCH MEASURING 6.5 FEET BY 34 FEET AT LOT 14, BLOCK 4, NORTH CITRUS PARK, HIDALGO COUNTY, TEXAS; 1500 FERN AVENUE. (ZBA2023-0026)**

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### **REASON FOR APPEAL:**

The applicant is requesting a special exception and variance for encroachments into the front yard setback for an existing wooden carport and porch. The applicant states she does not have a garage and is in need of a carport to cover her vehicle. The carport is also to provide protection for weekly church gathers held at her home, and is the primary use of the carport.



**PROPERTY LOCATION AND VICINITY:**

The subject property is located along the west side of Main Street and east of north 16<sup>th</sup> Street. The lot has 75 feet of frontage along Fern Avenue and a depth of 120 feet for a lot size of 9,000 square feet. The property is zoned R-1 (single-family residential) District and a single family residence is located on the property. The adjacent zoning is R-1 District in all directions. The surrounding land use is single family residential.

**BACKGROUND AND HISTORY:**

North Citrus Park Subdivision was recorded on January 16, 1959. A non-compliance notice was posted by Building Permits and Inspections Department on March 11, 2023 for construction without a building permit. An application for a building permit was submitted to Building Permits and Inspections Department on March 14, 2023 and an application for a Special Exception and Variance request was submitted to the Planning Department on March 14, 2023.

**ANALYSIS:**

**Special Exception #1:** This request is for an existing wooden carport encroaching 23 feet into the 25 feet front yard setback and measuring 23 feet by 12 feet. The request is to allow the carport to remain for the protection of the family vehicles as well as for outdoor weekly church gatherings.

**Variance request #2:** This request is for an existing wooden porch cover encroaching 6.5 feet into the 25 feet front yard setback and measuring 6.5 feet by 34 feet. According to the applicant the structure provides shade and protection.

Planning Department records does reveal one approved variance and special exception in North Citrus Park Subdivision.

As per the plat, neither the carport or porch are encroaching into any easements.

There have been no calls or emails received in opposition to the requests.

**RECOMMENDATION:**

**Special Exception #1:** Staff recommends approval of the Special Exception request, since there is an approved special exception in the area and carport is not located over any easements.

**Variance request #2:** Staff recommends disapproval for Variance request #2, since the porch structure can be enclosed at later time.

23A2023-00216

2B0A  
4.19.23



**City of McAllen**

**Planning Department**

**APPEAL TO ZONING BOARD OF**

**ADJUSTMENT TO MCALLEN ZONING ORDINANCE**

311 North 15<sup>th</sup> Street  
McAllen, TX 78501  
P. O. Box 220  
McAllen, TX 78505-0220  
(956) 681-1250  
(956) 681-1279 (fax)

<b>Project</b>	Legal Description	<u>North Citrus Park lot 14 BLK 4</u>		
	Subdivision Name	<u>North Citrus Park</u>		
	Street Address	<u>1500 W. Fern Ave.</u>		
	Number of lots	<u>14</u>	Gross acres	<u>          </u>
	Existing Zoning	<u>R-1</u>	Existing Land Use	<u>R-1</u>
	Reason for Appeal (please use other side if necessary)	<u>Encroaching 23' into the front yard set back</u>		
	<input checked="" type="checkbox"/> \$300.00 non-refundable filing fee + <input checked="" type="checkbox"/> \$50.00 Recording Fee for Special Exception (carport) <input type="checkbox"/> Current Survey and Metes and Bounds (if the legal description of the tract is a portion of a lot) is required			
<b>Applicant</b>	Name	<u>Mary Freeland</u>	Phone	<u>(417) 466-1543</u>
	Address	<u>1500 W. Fern Ave.</u>	E-mail	<u>mfreeland21@yahoo.com</u>
	City	<u>McAllen</u>	State	<u>TX</u> Zip <u>78501</u>
<b>Owner</b>	Name	<u>Mary Freeland</u>	Phone	<u>(417) 466-1543</u>
	Address	<u>1500 W. Fern Ave.</u>	E-mail	<u>mfreeland21@yahoo.com</u>
	City	<u>McAllen</u>	State	<u>TX</u> Zip <u>78501</u>
<b>Authorization</b>	To the best of your knowledge are there any deed restrictions, restrictive covenants, etc. which would prevent the utilization of the property in the manner indicated? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
	I certify that I am the actual owner of the property described above and this application is being submitted with my consent (include corporate name if applicable) OR I am authorized by the actual owner to submit this application and have attached written evidence of such authorization.			
	Signature	<u>[Signature]</u>	Date	<u>3/14/23</u>
	Print Name	<u>Mary Freeland</u>	<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent	
<b>Office</b>	Accepted by	<u>[Signature]</u>	Payment received by	<u>[Signature]</u>
	Rev 10/18 <div style="float: right;">           RECEIVED MAR 14 2023 By <u>[Signature]</u> </div>			

25





**City of McAllen**  
**Planning Department**  
**REASON FOR APPEAL & BOARD ACTION**

Reason for Appeal	<p>*A variance will not be granted to relieve a self-created or personal hardship, nor shall it be based solely on economic gain or loss. In order to make a finding of hardship and grant the variance, the Zoning Board of Adjustment will consider <b>any combination</b> of the following: (Please use an additional page if necessary to complete responses)</p> <p>**Information provided here by the applicant does not guarantee that the Board will grant a variance.</p> <p>***Applicant should include all information they determine is relevant, but it is not required to provide responses to all sections listed below.</p> <p>1. Describe the special circumstance or condition affecting the land involved such that the strict application of the provisions required would deprive the applicant of the reasonable use of the land:</p> <p>I do not have a carport/garage so I needed the cover for my car. Also I use it to extend my living space.</p> <p>2. Describe how the variance is necessary for the preservation and enjoyment of the legal property rights of the owner:</p> <p>the gazebo/carport is currently serving a dual purpose. I host weekly gatherings at my house for my church. I principally use it as a carport.</p> <p>3. Describe how the variance will not be detrimental to the public health, safety or welfare or injurious to the legal rights other property owners enjoy in the area:</p> <p>It's not bothering my neighbor &amp; it is within my property lines. I've had many neighbors stop and ask who did the work because they want to copy it.</p> <p>4. Describe special conditions that are unique to this applicant or property:</p> <p>I use it to protect my vehical &amp; to sit under.</p> <p>I use it for shade as well.</p>			
Board Action				
	<table border="0"><tr><td>Chairman, Board of Adjustment Signature</td><td>Date</td></tr><tr><td>_____</td><td>_____</td></tr></table>	Chairman, Board of Adjustment Signature	Date	_____
Chairman, Board of Adjustment Signature	Date			
_____	_____			

1 Door Bedroom #2  
(keep in hall)

(Bedrooms Bath's  
stay same  
change fixtures)

2 New window  
where Garage is now  
Make same size as

Picture Window  
in Living  
Reuse brick from interior  
wall under window

3 Continue  
Kitchen cabinets  
past where present  
door is now w/ window  
again use brick under  
window exterior

4 Shift sink to corner  
Shift dishwasher to sink  
location

5 Plumb house for  
gas from rear alley

6 T team  
where removed  
brick wall was  
clad with wood

7 Faux beams  
over kitchen dining  
areas

8 Laundry Entry  
enclosed

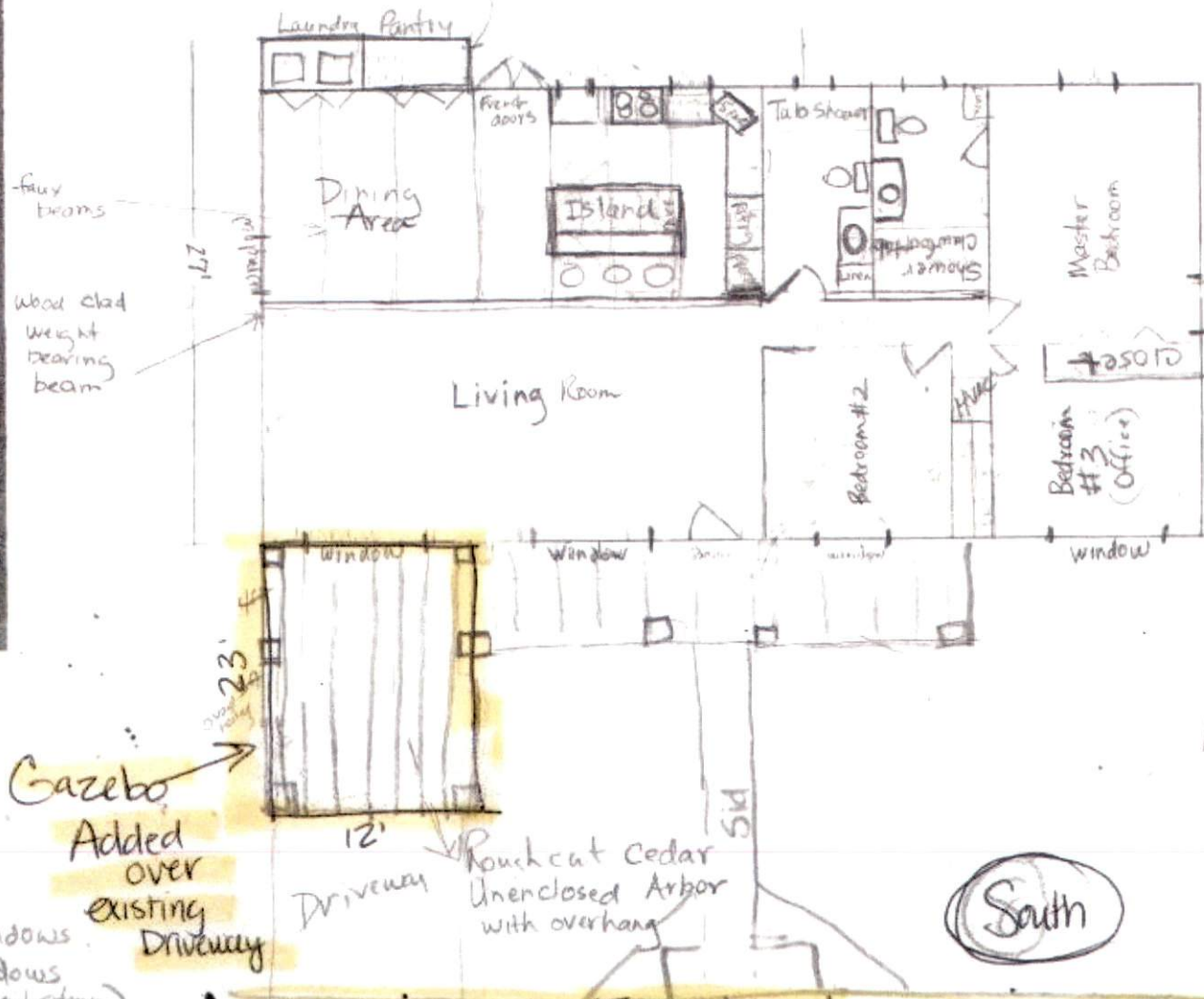
9 Replace south side windows  
with energy efficient windows

(All Exterior Walls and Windows Staying Right Where they are.)

Remove solid patio cover replace with  
open wooden arbor



Remove door



10 Sattillo Tile  
throughout  
Whole House

11 Interior  
Painted  
creamy white  
throughout

12 Rustic doors  
on pantry/  
laundry

13 Form has  
Sink  
kitchen

14 HVAC  
Instant  
Hot Water  
Heater  
moved to  
Hall

15 Level  
floor in  
Dining/Living

16 Remove Porch  
over ho

17 Paint Brick Ex  
creamy white

18 Wood stained  
Rough cut  
shutters added  
to windows

Rough cut  
cedar  
porch  
extends 4ft  
from 10ft

(where current  
porch is now)













## **Memo**

**TO:** Zoning Board of Adjustment & Appeals

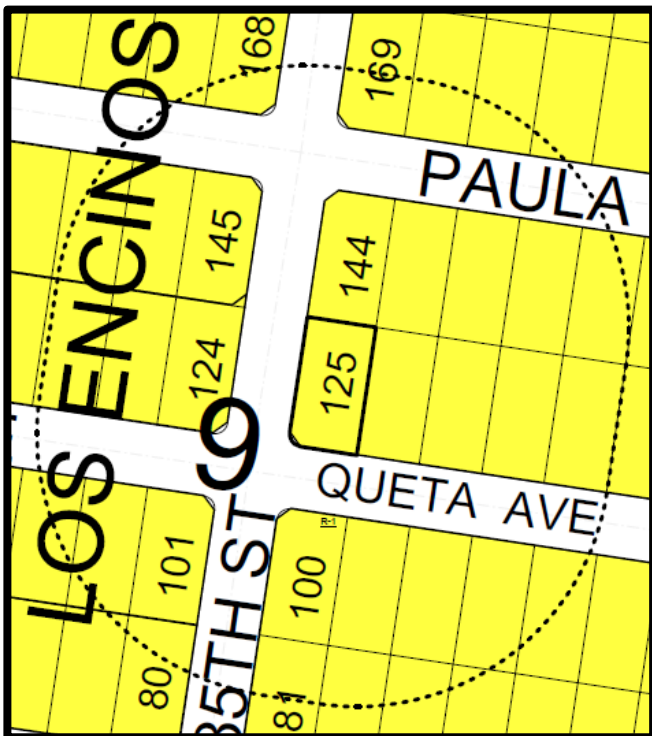
**FROM:** Planning Staff

**DATE:** March 30, 2023

**SUBJECT: REQUEST OF AMELIA RODRIGUEZ FOR A VARIANCE TO THE CITY OF MCALLEN ZONING ORDINANCE TO ALLOW AN ENCROACHMENT OF 5.5 FEET INTO THE 20 FEET FRONT YARD SETBACK FOR AN EXISTING PORCH PATIO MEASURING 5.5 FEET BY 28.5 FEET ON LOT 125, LOS ENCINOS SUBDIVISION, HIDALGO COUNTY, TEXAS; 3420 QUETA AVENUE. (ZBA2023-0030)**

### **REASON FOR APPEAL:**

The applicant is requesting the above mentioned variance for an existing porch patio that measures 5.5 feet by 28.5 feet. The applicant has stated that this porch patio would help her keep her house entrance dry to prevent slips or falls during rainy conditions.



**PROPERTY LOCATION AND VICINITY:**

The subject property is located on the southeast corner of Queta Avenue and South 35<sup>th</sup> Street. According the Hidalgo County Appraisal District records, the lot has a size of 5,616 square feet. The property is zoned R-1 (single-family residential) District and a single family residence is located on the property. Adjacent zoning is R-1 District in all directions. The surrounding land use is single family residential.

**BACKGROUND AND HISTORY:**

Los Encinos Subdivision was recorded on July 5, 1994. The required front yard setback as per plat is 20 feet. A Stop Work Order was issued by the Building Permits and Inspections Department on September 2, 2022 for a front patio that was being constructed without a permit. An application for a building permit was submitted on September 15, 2022 for the front porch patio. An application for a variance request was submitted on March 21, 2023.

**ANALYSIS:**

This variance would allow an encroachment of 5.5 feet into the 20 feet front yard setback for an existing porch patio that measures 5.5 feet by 28.5 feet, as per the submitted site plan. Moreover, approval of this variance will essentially establish a front yard setback of 14.50 feet for the subject property. There is a 5-foot utility easement that runs along the west side of the subject property. However, this utility easement is not impacted by the existing porch patio

During a site visit, staff noticed 5 carports that appeared to be encroaching into the front yard setback of this subdivision. A review of Planning Department records revealed a total of 4 special exceptions that were granted for encroachments of 20 feet into the 20 feet front yard setback for carports at Lots 40, 109, 143, and 175 of this subdivision.

Measurements provided are without the benefit of a survey.

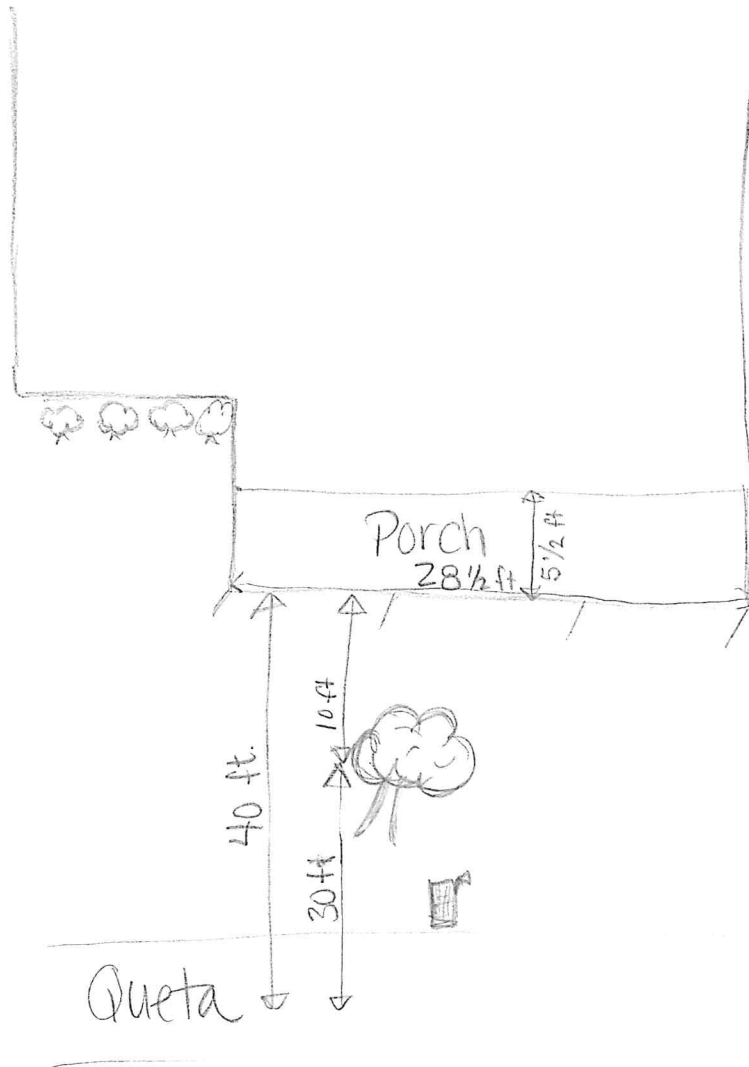
Staff did not receive any phone calls, emails or letters in opposition to this special exception request.

**RECOMMENDATION:**

Staff recommends disapproval of the variance request.



3420 Queta  
Ave. McAllen TX



















NOTICE  
VARIANCE  
SPECIAL EXCEPTION  
FOR  
THIS PROPERTY  
ZBA2023-0030



## **Memo**

**TO:** Zoning Board of Adjustment & Appeals

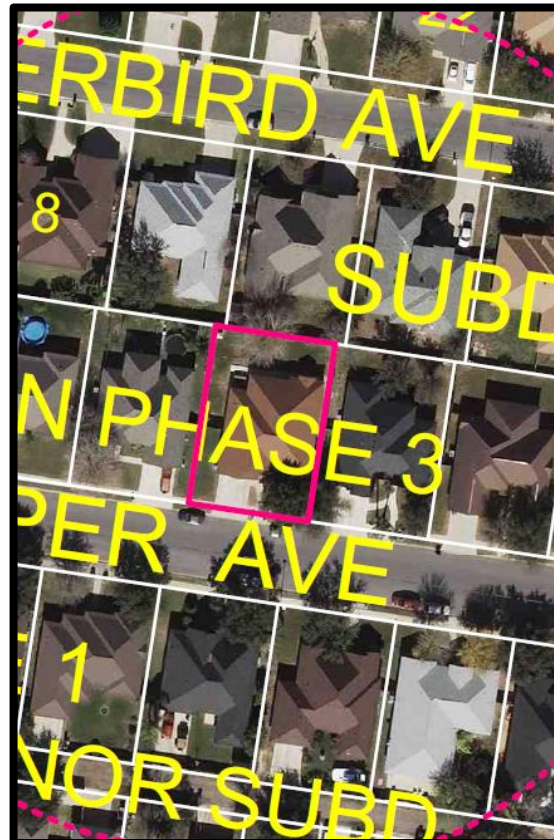
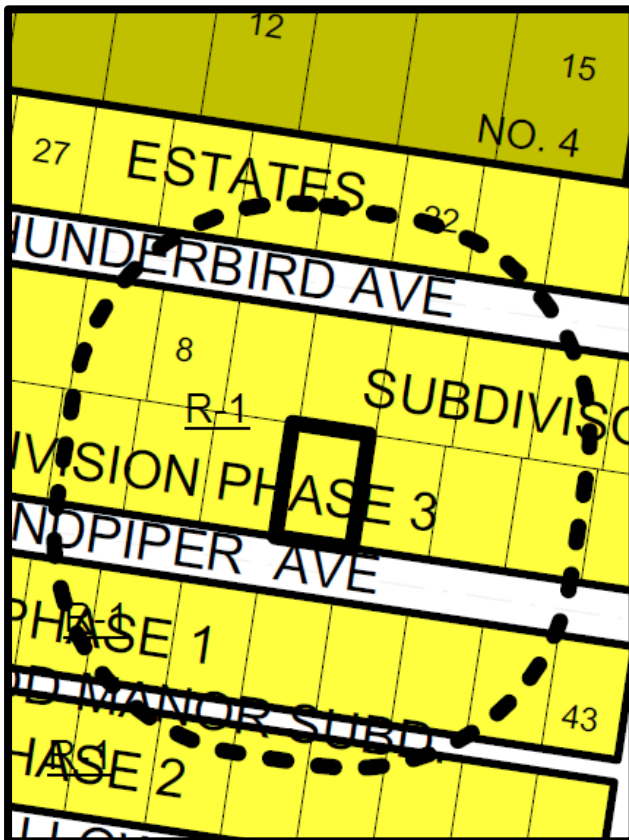
**FROM:** Planning Staff

**DATE:** March 30, 2023

**SUBJECT: REQUEST OF NADIA AVALOS AND RUBEN LUNA FOR A SPECIAL EXCEPTION TO THE CITY OF MCALLEN ZONING ORDINANCE TO ALLOW AN ENCROACHMENT OF 16.4 FEET INTO THE 20 FEET FRONT YARD SETBACK FOR A PROPOSED CARPORT MEASURING 16.4 FEET BY 20 FEET AT LOT 66, PARKWOOD MANOR SUBDIVISION PHASES 1, 2 & 3, HIDALGO COUNTY, TEXAS; 2400 SANDPIPER AVENUE. (ZBA2023-0027)**

### **REASON FOR APPEAL:**

The applicant is requesting the above mentioned special exception for proposed carport that will measure 16.4 feet by 20 feet. The applicant has stated that this carport would help them provide protection from the wheater elements for their 4 cars.



**PROPERTY LOCATION AND VICINITY:**

The subject property is located along the north side of Sandpiper Avenue, approximately 420 feet west of North 23<sup>rd</sup> Street. The Lot has 70 feet of frontage along Sandpiper Avenue and a depth of 104 feet for a Lot size of 7,280 square feet. The property is zoned R-1 (single-family residential) District and a single family residence is located on the property. Adjacent zoning is R-1 District in all directions. The surrounding land use is single family residential.

**BACKGROUND AND HISTORY:**

Parkwood Manor Subdivision Phases 1, 2 & 3 was recorded on July 25 1983. The required front yard setback as per plat is 20 feet for lots that are not around a cul-de-sac. A Stop Work Order was issued by the Building Permits and Inspections Department on June 30, 2022 for a carport that was being constructed without a permit. An application for a building permit was submitted to Building Permits and Inspections Department on July 6, 2022 for a carport with a mesh roof. An application for a special exception request was submitted to the Planning Department on March 15, 2023.

**ANALYSIS:**

This special exception would allow an encroachment of 16.4 feet for a proposed carport that would measure 16.4 feet by 20 feet. The existing residence has a built in garage which, according to the applicant, is used for the storage of household items and one car. There is no alley along the rear yard of the subject property. There is an existing 5-foot sidewalk easement that runs along the front property line that will be impacted by the proposed carport.

The front yard setbacks are important in establishing the character of a single family neighborhood by maintaining the street yard and curb appeal of the properties in a subdivision. Approval of the request to allow the carport within the front yard may encourage other property owners to construct carports within the front yard setback, altering the existing character of the subdivision.

During a site visit, staff did not notice any other carports in the subdivision that appeared to be encroaching into the front yard setback. This proposed carport would be the first in the front yard within the subdivision. A review of Planning Department records did not reveal any special exceptions granted in this subdivision. Building Department records did not reveal any building permits issued for carports within the front yard in this subdivision.

Measurements provided are without the benefit of a survey.

Special exceptions are issued and recorded for the property owner only. New owners of the subject property will have to apply for a new special exception.

Staff did not receive any phone calls, emails or letters in opposition to this special exception request. However, the Stop Work Order that was issued to the property owner was based on a complaint made by a resident of the subdivision.

**RECOMMENDATION:**

Staff recommends disapproval of the special exception request since the proposed carport will impact the existing front yard easement and alter the character of the subdivision. However, if the Board chooses to approve the request, it should be limited to the encroachment shown on the submitted site plan.



2BDA  
4/19/23



City of McAllen

Planning Department

APPEAL TO ZONING BOARD OF  
ADJUSTMENT TO MCALLEN ZONING ORDINANCE

311 North 15<sup>th</sup> Street  
McAllen, TX 78501  
P. O. Box 220  
McAllen, TX 78505-0220  
(956) 681-1250  
(956) 681-1279 (fax)

ZBA 2023-0027

Project

Legal Description Parkwood Manor #3 Lot 66

Subdivision Name Parkwood Manor

Street Address 2400 Sandpiper

Number of lots 1 (lot 66) Gross acres 0

Existing Zoning R-1 Existing Land Use residential

Reason for Appeal (please use other side if necessary) I want to build a carport in front of my garage to protect my cars for sun and rain.

☒ \$300.00 non-refundable filing fee + ☒ \$50.00 Recording Fee for Special Exception (carport)

☒ Current Survey and Metes and Bounds (if the legal description of the tract is a portion of a lot) is required

Applicant

Name Nadia Avalos Phone 956-802-9710

Address 2400 Sandpiper E-mail nadia.avalos@stisd.net

City McAllen State TX Zip 78504

Owner

Name Nadia Avalos and Ruben Luna Phone 956-802-9710

Address 2400 Sandpiper E-mail nadia.avalos@stisd.net

City McAllen State TX Zip 78504

Authorization

To the best of your knowledge are there any deed restrictions, restrictive covenants, etc. which would prevent the utilization of the property in the manner indicated?

☐ Yes

☒ No

I certify that I am the actual owner of the property described above and this application is being submitted with my consent (include corporate name if applicable)  
OR I am authorized by the actual owner to submit this application and have attached written evidence of such authorization.

Signature Nadia Avalos

Date 3-14-23

Print Name Nadia Avalos Ruben Luna ☒ Owner ☐ Authorized Agent

Office

Accepted by SJA

Payment received by \_\_\_\_\_

Rev 10/18



\* The carport will be encroaching 16.4" into the 20" front yard set back.





# City of McAllen

## Planning Department

### REASON FOR APPEAL & BOARD ACTION

\*A variance will not be granted to relieve a self-created or personal hardship, nor shall it be based solely on economic gain or loss. In order to make a finding of hardship and grant the variance, the Zoning Board of Adjustment will consider **any combination of** the following: (Please use an additional page if necessary to complete responses)

\*\*Information provided here by the applicant does not guarantee that the Board will grant a variance.

\*\*\*Applicant should include all information they determine is relevant, but it is not required to provide responses to all sections listed below.

1. Describe the special circumstance or condition affecting the land involved such that the strict application of the provisions required would deprive the applicant of the reasonable use of the land:

I would like to continue with the building of carport so that I can have a place to park my cars and provide shade and protection.

2. Describe how the variance is necessary for the preservation and enjoyment of the legal property rights of the owner:

My garage is being used for storage and fits one car. We currently own four cars, so the carport will give us a space with shade for two cars.

3. Describe how the variance will not be detrimental to the public health, safety or welfare or injurious to the legal rights other property owners enjoy in the area:

The carport does not violate any city restrictions. It does not cover or block the sidewalk, so it will not be detrimental to the public.

4. Describe special conditions that are unique to this applicant or property:

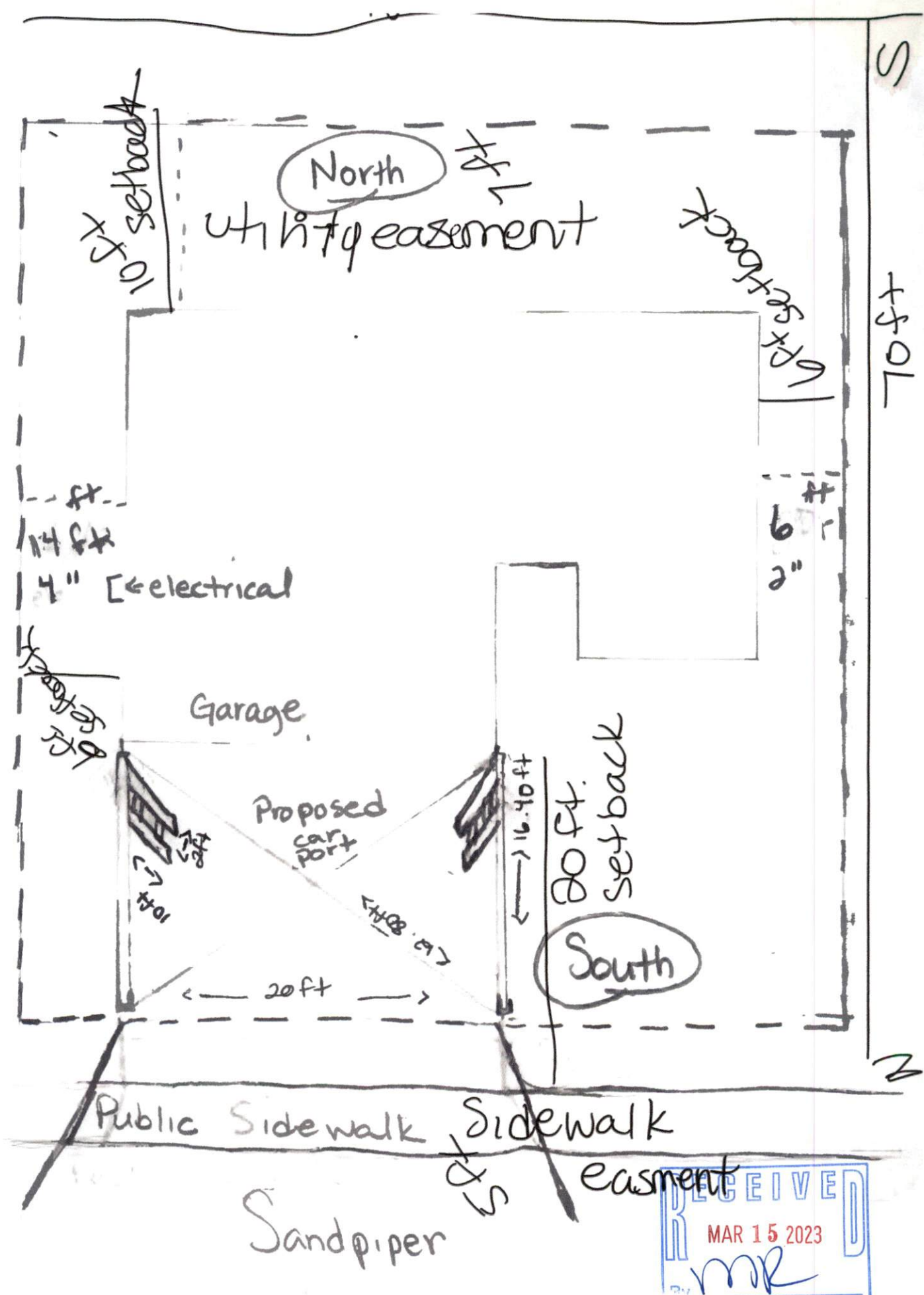
I have four cars and would like to have an area to park them that provides protection from sun, rain, leaves, or other natural sources.

Reason for Appeal

Board Action

Chairman, Board of Adjustment  
Signature

Date



RECEIVED  
MAR 15 2023  
mr





# ART SALINAS

## ENGINEERING & SURVEYING

1524 DOVE AVENUE,

McALLEN, TEXAS 78504

PH: (956) 618-5565

FAX: (956) 618-5540

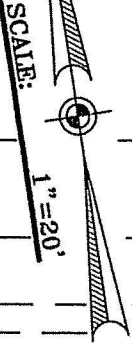
**LOT 9**

**LOT 10**

**LOT 11**

**PARKWAY ESTATES**  
(VOL. 29, PG. 131, H.C.M.R.)

**S81°18'00"E 70.00'**



6'x6' ESMT. TO CP&L  
FOR TRANSFORMER SPACE  
(V. 1813, P. 483 &  
V. 2937, P. 25, D/R)

CORNER POINT  
NOT ACCESSIBLE

WOODEN  
FENCE

WOODEN  
FENCE

TRANSFORMER

T.V. PED.

10' UTILITY ESMT.  
(VOL. 2937, PG. 25,  
H.C.O.R.)

104.00'

104.00'

10' REAR  
SETBACK

**LOT 65**

**LOT 66**

**LOT 67**

(7,280 S.F.)

**BRICK  
RESIDENCE**

5' ELEC. EASEMENT  
(V. 1813, P. 483 &  
V. 2937, P. 25, D/R)

**N8°42'00"E**

**S8°42'00"W**

**LEGEND**  
— DENOTES FOUND 1/2" ROD  
— DENOTES SET 1/2" ROD  
— DENOTES FOUND "X" MARK  
— DENOTES NO MONUMENT  
— DENOTES RIGHT OF WAY  
— DENOTES BACK OF CURB

ROW

BOC

ROW

BOC

**N81°18'00"W 70.00'**

421.0' to  
N. 23rd ST.

**SANDPIPER AVE.**

(50' ROW—VOL. 23, PG. 102B, H.C.M.R.)

**FLOOD ZONE CERTIFICATION:** The property shown hereon lies in Zone "B". Zone "B" areas lie between limits of the 100-year flood and 500-year flood; or certain areas subject to 100-year flooding with average depths less than one (1) foot or where the contributing drainage area is less than one square mile; or areas protected by levees from the base flood as per F.E.M.A. Flood Insurance Rate Map Panel No. 480334-0425-C dated 11-16-82.

**PLAT NOTES:**

- There are no discrepancies, conflicts, shortages in area or boundary lines, encroachments, overlapping of improvements or visible or apparent easements except as shown on this plat.
- This survey plat is prepared in connection with Title Policy G.F. # 146936 and does not guarantee title. This survey is for the exclusive use of the client named hereon and may not be copied or transferred to another party without the express written consent of the surveyor.
- This survey must contain an embossed seal and an original signature to be valid as per Section 661.46 and Section 663.19 of the "The Professional Land Surveying Practices Act".
- This is a standard survey and does not include the location of underground utility, irrigation and/or gas lines.
- Statutory easements, rules, regulations and rights in favor of Hidalgo County Irrigation District No. 1. (Blanket)
- Easements for roadways and canal rights of way as shown by instrument dated October 10, 1914, recorded in Volume 45, Page 578, Deed Records of Hidalgo County, Texas. (Blanket)
- Easement and agreement in favor of Central Power and Light Company, dated July 2, 1982, recorded in Volume 1813, Page 483, Deed Records and dated May 22, 1990, recorded in Volume 2937, Page 25, Official Records of Hidalgo County, Texas, to furnish, maintain and operate underground electric cables and other facilities as may appear upon the map attached thereto. (Blanket)
- Subject to any oil, gas and mineral lease of record.
- Bearing Basis: "S. line of Lot 66, Parkwood Manor Subdivision Phase 1, 2, & 3"

**BORROWER:** Ruben A. Luna Luna

*[Signature]*

THIS IS TO CERTIFY THAT I HAVE, THIS DATE, PREPARED A SURVEY ON THE PROPERTY WHICH IS LOCATED AT 2400 SANDPIPER AVE., in McALLEN, TEXAS, DESCRIBED AS FOLLOWS:  
ALL OF LOT 66, PARKWOOD MANOR SUB'D. PHASE 1, 2 & 3, AN ADDITION TO THE CITY OF McALLEN, HIDALGO COUNTY, TEXAS, ACCORDING TO THE RESUBDIVISION MAP RECORDED IN VOLUME 23, PAGE 102-B, MAP RECORDS IN THE OFFICE OF THE COUNTY CLERK OF HIDALGO COUNTY, TEXAS, REFERENCE TO WHICH IS HERE MADE FOR ALL PURPOSES.

16-49635  
Job No.

07-07-16  
Date

© COPYRIGHT 2016 ART SALINAS ENGINEERING INC. THIS SURVEY WAS PROVIDED IN MULTIPLE ORIGINALS SOLELY FOR THE USE OF THE BORROWER NAMED HEREON. NO LICENSE HAS BEEN CREATED, EXPRESSED OR IMPLIED TO COPY THIS SURVEY.

MAR 15 2023



Registered Professional Land Surveyor No. 4802

T.B.P.L.S. FIRM NUMBER: 10004000

















NOTICE  
VARIANCE  
SPECIAL EXCEPTION  
FOR  
THIS PROPERTY  
ZBA2023-0027  
CITY OF WICHITA, KANSAS  
WWW.WICHITA.NET

2400



## Memo

**TO:** Zoning Board of Adjustment & Appeals

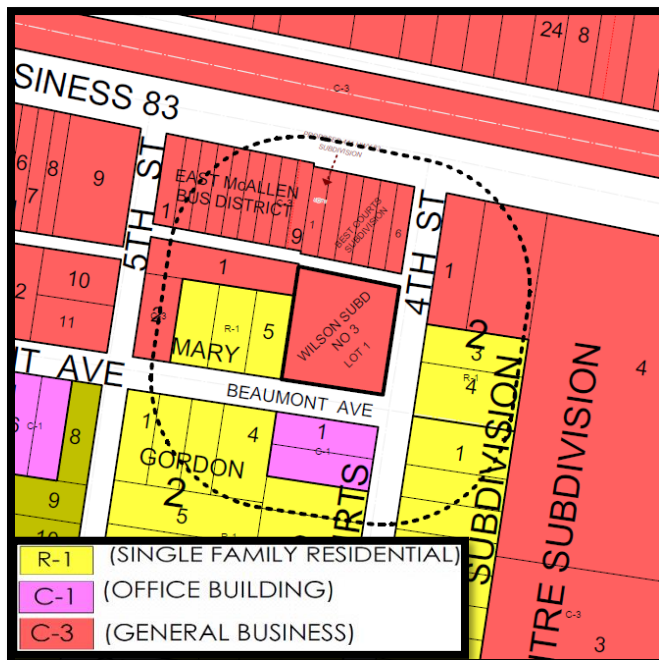
**FROM:** Planning Staff

**DATE:** February 23, 2023

**SUBJECT:** Request of Andrew LeBaron for the following: 1) Special Exception request to the City of McAllen Off-Street Parking and Loading Ordinance to allow 32 parking spaces instead of the 44 parking spaces for proposed apartment use and 2) a Variance request to the City of McAllen Zoning Ordinance to be exempted from the 8-foot CMU buffer requirement along the west side of the subject property located at Lot 1, Wilson Subdivision No. 3, Hidalgo County, Texas; 120 South 4th Street. **(ZBA2023-0012)**

**REASON FOR APPEAL:** The applicant request the following special exception to allow 32 parking spaces instead of the required 44 parking spaces for apartment use. The applicant is requesting to use the existing parking spaces on the subject property, the previous use was that of commercial (motel) use, therefore did not require as many parking spaces. The applicant is also requesting a variance from the 8-foot CMU buffer requirement along the west side of the subject property since the expense was not in the applicants' budget for the proposed development project.

**PROPERTY LOCATION AND VICINITY:** The property is located at the northwest corner of Beaumont Avenue and South 4th Street. The tract has an approximate lot size of 27,675.34 square feet. The subject property is zoned as C-3 (general business) District, there is also C-3 District to the north, east, and west. The contiguous zoning is R-1 (single-family residential) District to the east and west, it is also C-1 (office building) District to the south of the subject property.





**BACKGROUND AND HISTORY:** A subdivision plat for a one lot subdivision under the name of Wilson Subdivision No. 3 was recorded on October 13, 1980. The applicant submitted the variance application and the site plan to the Planning Department on February 01, 2023.

**ANALYSIS:** Request #1: The applicant is requesting the variance to allow 32 parking spaces instead of the required 44 parking spaces in order to comply with the apartment use parking space requirement. Currently the lot has two existing buildings that were for commercial (motel) use, “La Casita Motel of McAllen”, and an existing parking lot. Based on the number of bedrooms the applicant is required to provide 44 parking spaces. Section 138-395 requires for an apartment/condominium building with five or more units to provide 1.5 parking spaces for each efficiency, studio apartment, and one bedroom living unit.

Section 138-395 requires one parking space for each sleeping room or suite plus one space for each 200 square feet of commercial floor area contained therein, therefore the required parking space requirement is not being met because the previous use did not require as many parking spaces.

Request #2: The applicant is requesting a variance to the 8-foot CMU screen requirement along the west side of the subject property since the expense is not part of the project budget for apartments. As per Section 110-49 Landscape and buffer plan approval, an 8-foot masonry wall is required where a commercial, industrial, or multi-family use has a side or rear property line in common with a single family use of zone. During a site visit by staff, the adjacent property located west of the subject property is zoned R-1 District and has a single-family residence.

The purpose of the buffer is used in such a manner that the adjacent property is visually screened, and so that noise, solid waste, or other objectionable influences will be avoided.

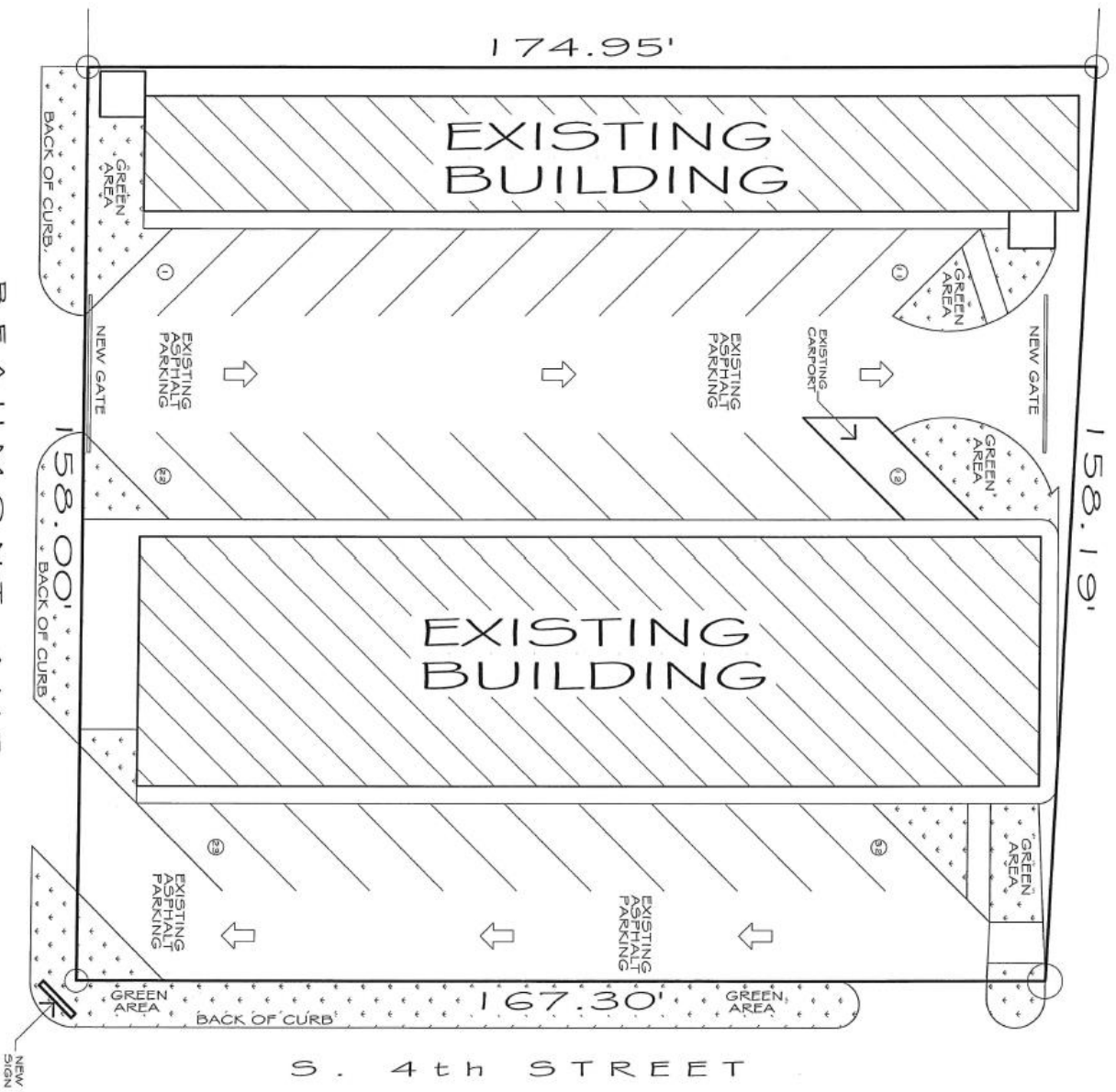
Staff has received neighborhood opposition of the special exception and variance request. The citizens expressed concerns of potential traffic and blocking of roadways by potential vehicles.

**RECOMMENDATION:** Request #1: Staff recommends disapproval of the special exception request since there may be insufficient number of parking spaces for tenants of the proposed apartment complex.

Request #2: Staff recommends disapproval of the variance request since the property to the west is R-1 zone and is used as a single-family residence. The buffer would visually screen and alleviate the level of noise extended to the adjacent property.



20' ALLEY



# SITE PLAN

LOT 1, WILSON SUBDIVISION, NO. 3  
120 S. 4th STREET, McALLEN, TEXAS









# PEÑA ENGINEERING

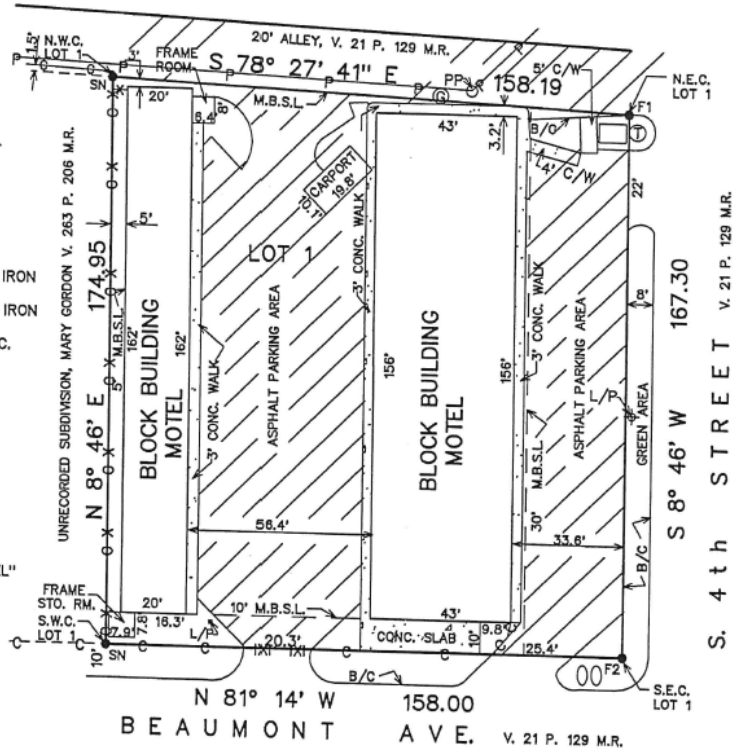
FIRM #10087200 • 1001 WHITEWING • P.O. BOX 4320  
(956) 682-8812 • McALLEN, TEXAS 78502 • FAX (956) 631-PENA

SCALE: 1"=40'  
CAD: WILSON3-1  
JOB: #78909

NOTE: BASIS OF BEARING  
IS THE EAST LINE OF LOT  
1, WILSON SUBDIVISION,  
No. 3, V. 21 P. 129 M.R.

## LEGEND

- F1 - FOUND 1/2" DIAMETER IRON ROD
- F2 - FOUND 1/2" DIAMETER IRON PIPE
- SN - SET "PK" NAIL IN CONC.
- B/C - BACK IF CONC. CURB & GUTTER
- 6'-6" - 6' CHAIN LINK FENCE
- X-X - 6' CEDAR FENCE
- IXI - IRON GATE
- PP - POWER POLE
- L/P - LIGHT POLE
- W - WATER METER
- G - GAS METER
- C/W - CONCRETE WALK
- TP - TELEPHONE PEDESTAL
- LA CASITA MOTEL - SIGN



EASEMENTS AS PER G.F. NO. 944348  
EFFECTIVE DATE: JUNE 1, 2022  
ISSUED DATE: MAY 20, 2022  
1.) EASEMENTS, RULES, REGULATIONS, AND RIGHTS IN FAVOR OF HIDALGO COUNTY  
WATER IMPROVEMENT DISTRICT No. 3.

BUYER'S NAME: IRON TORO CAPITAL LLC

FLOOD ZONE: By GRAPHICAL PLOTTING COMMUNITY PANEL No. 480343 0005 C  
MAP REVISED: NOVEMBER 2, 1982

- ☐ Zone "A" - This is to certify that this property is in a flood prone area.
- ☒ Zone "B" - This is to certify that this property is not in a flood prone area. However limits between the 100 year and 500 year flood are subject to flooding with average depths less than one foot.
- ☐ Zone "C" - This is to certify that this property is not in a flood prone area.

I certify that this plat represents the facts found on the ground at the time of survey and that there are no visible or apparent easements, discrepancies, conflicts, or shortages in area or boundary lines, or any encroachments, or overlapping of improvements or visible easements except as shown on this plat. No subsurface utilities or service connections are shown. © copyright 2022 PENA ENGINEERING this survey was provided in multiple originals solely for the borrower named hereon. In conjunction with the original transaction which shall take place within 6 months after the survey was provided. No license has been created or implied to copy this Survey. Survey valid only if print has original seal and signature.

ADDRESS: 120 S. 4th St. MCALLEN, TX  
LEGAL DESCRIPTION: LOT 1, WILSON SUBDIVISION, No. 3, AN ADDITION TO THE  
CITY OF MCALLEN, HIDALGO COUNTY, TEXAS,  
ACCORDING TO THE MAP RECORDED IN VOLUME 21 PAGE 129  
OF THE MAP RECORDS OF HIDALGO COUNTY, TEXAS.

10-28-2022  
DATE

PABLO PEÑA III  
REG. PROFESSIONAL LAND SURVEYOR No. 5242













## 2023 ATTENDANCE RECORD FOR ZONING BOARD OF ADJUSTMENT AND APPEALS

	01/05/23	01/18/23	02/08/23	02/22/23	03/08/23	03/22/23	04/05/23	04/19/23	05/03/23	05/17/23	06/07/23	06/21/23	07/13/23	07/27/23	08/09/23	08/17/23	09/07/23	09/20/23	10/04/23	10/18/23	11/01/23	11/15/23	12/06/23	12/20/23
SYLVIA HINOJOSA-VICE-CHAIR	P	P	P	P	P	P	P																	
JOSE GUTIERREZ- CHAIRPERSON	P	P	P	P	P	P	P																	
ANN TAFEL	P	P	P	P	A	P	P																	
HUGO AVILA	P	P	P	A	P	P	P																	
ROGELIO RODRIGUEZ	A	P	A	P	P	P	P																	
REBECCA MILLAN (ALT 1)	P																							
MARK TALBOT (ATL 2)	A																							
SAM SALDIVAR (ALT 3)	P	P	P	P	P	P	A																	
JUAN MUJICA (ALT 4)	P	P	A	P	P	P	A																	

P - PRESENT

A - ABSENT

 NEW APPOINTMENT

MC - MEETING CANCELLED

NRM - NO MEETING

LOQ - LACK OF QUORUM

RS - RESIGNATION







# PLANNING DEPARTMENT

311 N 15th Street McAllen, TX 78501  
Phone: 956-681-1250 Fax: 956-681-1279



## 2023 CALENDAR

### Meetings:

-  City Commission
-  Planning & Zoning Board
-  Public Utility Board
-  Zoning Board of Adjustment

HPC - Historic Preservation Council





### Deadlines:

D- Zoning/CUP Application





N - Public Notification

\* Holiday - Office is closed





### JANUARY 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 <b>HOLIDAY</b>	3	4	5 N-1/17& 1/18 D-2/7 & 2/8	6	7
8	9 	10 	11	12	13	14
15	16 A-2/7 & 2/8	17	18 N-2/7 & 2/8 D-2/21 & 2/22	19	20	21
22	23 	24 	25	26 <b>HPC</b>	27	28
29	30	31				





### FEBRUARY 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6 A-2/21 & 2/22	7	8 N- 2/21& 2/22 D- 3/7 & 3/8	9	10	11
12	13 	14 			17	18
19	20 A-3/2 & 3/3	21	22 N-3/7 & 3/8 D-3/21 & 3/22	23 <b>HPC</b>	24	25
26	27 	28 				





### MARCH 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6 A-3/15 & 3/16	7	8 N-3/15 & 3/16 D-4/4 & 4/5	9	10	11
12	13 	14 			17	18
19	20 A-4/4 & 4/5	21	22 N-4/4 & 4/5 D-4/18 & 4/19	23	24	25
26	27 	28 	29 <b>HPC</b>	30	31	





### APRIL 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 A-4/18 & 4/19	4	5 N-4/18 & 4/19 D-5/2 & 5/3	6	7 <b>HOLIDAY</b>	8
9	10 	11 	12	13	14	15
16	17 A- 5/2 & 5/3	18	19 N- 5/2 & 5/3 D-5/16 & 5/17	20	21	22
23	24 	25 	26	27 <b>HPC</b>	28	29
30						

### MAY 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 A- 5/16 & 5/17	2	3 D: 6/6 & 6/7 N-5/16 & 5/17	4	5	6
7	8 	9 	10	11	12	13
14	15	16	17 D-6/20 & 6/21		19	20
21	22 	23 	24 N-6/6 & 6/7	25 <b>HPC</b>	26	27
28	29 <b>HOLIDAY</b>	30	31			

### JUNE 2023





Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5 A-6/20 & 6/21	6	7 D-7/12 & 7/13 N-6/20 & 6/21	8	9	10
11	12 	13 	14	15	16	17
18	19	20	21 D-7/26 & 7/27	22	23	24
25	26 	27 	28 N-7/12 & 7/13	29 <b>HPC</b>	30	

Deadlines and Meeting Dates are subject to change at any time. Please contact the Planning Department at (956) 681-1250 if you have any questions.



## 2023 CALENDAR








### Meetings:

-  City Commission
-  Public Utility Board
-  Planning & Zoning Board
-  Zoning Board of Adjustment
- HPC - Historic Pres Council









### Deadlines:

- D- Zoning/CUP Application
- N - Public Notification
- \* **Holiday** - Office is closed









### JULY 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 <b>HOLIDAY</b>	5	6	7	8
9	10  A-7/26 & 7/27	11 	12  N-7/26 & 7/27 D-8/8 & 8/9	13 	14	15
16	17	18	19	20	21	22
23	24  A-8/8 & 8/9	25 	26  N-8/8 & 8/9 D-8/22 & 8/23	27 <b>HPC</b>	28	29
30	31					









### AUGUST 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 A- 8/22 & 8/23	8 	9  N- 8/22 & 8/23 D-9/6 & 9/7	10	11	12
13	14 	15 	16	17	18	19
20	21 A- 9/6 & 9/7	22 	23  N- 9/6 & 9/7 D-9/19 & 9/20	24 <b>HPC</b>	25	26
27	28 	29 	30	31		










### SEPTEMBER 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
					A-9/19 & 9/20	
3	4 <b>HOLIDAY</b>	5	6  N-9/19 & 9/20 D-10/3 & 10/4	7 	8	9
10	11 	12 	13	14	15	16
17	18 A-10/3 & 10/4	19 	20  D-10/18 & 10/19 N-10/3 & 10/4	21	22	23
24	25 	26 	27	28 <b>HPC</b>	29	30






### OCTOBER 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 	4  N-10/17 & 10/18 D-11/1 - 11/7	5	6	7
8	9 	10 	11	12	13	14
15	16 A-11/1 ZBA	17 	18  N- 11/1 ZBA D-11/15 & 11/21	19	20	21
22	23 	24 	25	26 <b>HPC</b>	27	28
29	30 A- 11/15 ZBA	31				

### NOVEMBER 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1  N- 11/15 ZBA D-12/5 & 12/6	2	3	4
5	6 A-11/21 PZ	7 	8  N- 11/21 PZ	9	10	11
12	13 	14 	15  D-12/19 & 12/20	16	17	18
19	20 A-12/5&12/6	21 	22	23 <b>HOLIDAY</b>	24	25
26	27 	28 	29	30		

### DECEMBER 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5 	6 <b>HPC</b> D-TBA N-12/19 & 12/20	7	8	9
10	11 	12 	13	14	15	16
17	18 A- TBA	19 	20  D- TBA N- TBA	21	22	23
24	25 <b>HOLIDAY</b>	26 <b>HOLIDAY</b>	27	28	29	30