



PLANNING & ZONING COMMISSION

Lance Marker, Chairman  
Wayne Russel, Vice Chairman  
Connie Coots, Member  
Craig Stoker, Member  
Gary Simms, Member  
Jimmy Peacock, Member  
Steve Tercero, Member

**PLANNING & ZONING COMMISSION, Minutes  
CITY COUNCIL CHAMBERS – FIFTH FLOOR**

**July 6, 2023  
1:30 P.M.**

**OPENING ITEMS**

**I. Call to Order**

**II. Pledge of Allegiance and Texas Pledge.**

Honor the Texas Flag, I pledge allegiance to  
  
thee, Texas, one state under God, one and  
Indivisible.

**III. CONSENT ITEMS**

1. Consider approval of the Planning & Zoning Meeting minutes for June 1, 2023
2. CASE FILE NO. 2022-67-P (ETJ)  
Motion approving a Final Plat of South Dixie Tract, being a 10.00-acre tract in Section 46, Block 42, T-20S, T&P RR. Co. Survey. Ector County, Texas. (Generally located on the west side of S Dixie Blvd, approximately 920-feet south of Adrian Rd. -Extraterritorial Jurisdiction)

**IV. PUBLIC HEARING**

The Planning and Zoning Commission will hold public hearing on the following items:

3. CASE FILE NO. 2023-10-Z  
Consider a request by S. W. Howell, Inc. for a Zone Change from FD, Future Development District, to an LI, Light Industrial District, on a 4.00 Acre Tract of Land located in Section 25, Block 42, T-2-S, T&P Co Survey, Ector County, Texas. (Generally located on the north side of E Pearl St., approximately 627-feet west of Reed Ave- Council District 1)

## V. MISCELLANEOUS

4. CASE FILE NO. 2023-48-P

Motion approving with staff's recommended conditions for a proposed Preliminary Plat of JGI Outdoor, being a plat of a subdivision of 4.00 acres in Section 25, Block 42, T-2-S, T&P RY Co. Survey, Ector County, Texas. (Generally located on the north side of E Pearl St., approximately 627-feet west of Reed Ave- Council District 1)

5. CASE FILE NO. 2023-49-P(ETJ)

Motion approving with staff's recommended conditions for a proposed Preliminary Plat of SEC Energy Addition, being a plat of a subdivision of 4.96 Acres Situated in Section 13, Block 41, T-2-S, T&P RY Co. Survey, Midland County, Texas. (Generally located on the north side of W Hwy 80 Sr N, approximately 386-feet west if S C R 1290- Extraterritorial Jurisdiction)

6. CASE FILE NO. 2023-50-P

Motion approving with staff's recommended conditions for a proposed Replat of Parks Bell Ranch 9<sup>th</sup> Filing, being a replat of the remainder of Lot 3, and All of Lots 4&5, Block 5, Parks Bell Ranch North, Recorded in Cabinet C, Page 62-D Ector County Plat Records Odessa, Ector County, Texas. (Generally located on the southwest corner of the intersection of E. Yukon Road and Circle Cross Road- Council District 2)

7. CASE FILE NO. 2023-51-P

Motion approving with staff's recommended conditions for a proposed Replat of College Addition, 2<sup>nd</sup> Filing, being a Replat of east 90' of Lot 8 and the East 90' of the N/2 of Lot 7, Block 65, College Addition, an Addition to the City of Odessa Ector County, Texas. (Generally located on the southwest corner of the intersection of W 13<sup>th</sup> St and 1200 N Lee Ave. Council District 5)

8. CASE FILE NO. 2023-52-P

Motion approving with staff's recommended conditions for a proposed Replat of Kelray Addition, being a Replat of Lots 7 & 8, Block 1, Ryan Addition and Lot 24, Block 1 of the Replat of Lot 22, Block 1, a Replat of Lots 9 & 10, and Lots 17-20, Block 1, Eastside Commercial Tracts and 0.60 Acres in Section 26, Block 42, T-2-S, T&P RY Co. Survey, Ector County, Texas, An addition to the City of Odessa, Texas. (Generally located on the northwest corner of the intersection of E 2<sup>nd</sup> St. and Express Way- Council District 1)

9. CASE FILE NO. 2023-53-P(ETJ)

Motion approving with staff's recommended conditions for a proposed Preliminary Plat Hillmont Estates, Second Filing, being a Replat of Lots 1-13 & Lots 42-54, Block 3 and Lots 1-14 & Lots 45-58, Block 4, Hillmont Estates, 1<sup>st</sup> Filing Correction Plat, Ector County, Texas. (Generally located on the northeast and southeast

corner Abronia Drive and Chitalpa Drive- Extraterritorial Jurisdiction)

## **VI. ADJOURN**

Be it said and remembered that at 1:31 p.m. on the 6th Day of July 2023, there came on and was held a Planning and Zoning Commission meeting in the Council Chambers, 5<sup>th</sup> Floor, 411 W. 8<sup>th</sup> St., Odessa, Texas.

**MEMBERS PRESENT:** Wayne Russell, Vice Chairman  
Gary Sims  
Steve Tercero  
Connie Coots

**MEMBERS ABSENT:** Lance Marker, Chairman  
Craig Stoker  
Jimmy Peacock

**OTHERS PRESENT:** Maria Prieto, Planning Manager; James Reber, Planner; Cheynna Torres, Planning Tech, Joe Tucker, Assistant City Engineer; Fara Hernandez, CIP Coordinator; Dan Jones, Interim City Attorney

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The minutes of the July 6, 2023, Planning and Zoning Commission meet were approved, motion for approval being made by Commissioner Gary Sims, seconded by Commissioner Connie Coots, with the vote being a unanimous “aye”.

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**Recommended Planning and Zoning Commission Action:**

**Case File 2023-67-P                        X   Approved           Deny**

**Current Zoning:                                      Extra-Territorial Jurisdiction (ETJ)**

**PLANNING:(Approved)**

Ownership certificates and tax statements will be required prior to submitting the Mylar.

Indicate the Point of Beginning on the plat.

Add owner's name instead of "The Undersigned" on beginning paragraph.

Add Planning Manager instead of Director of Development for Planning Signature Box.

**Public Works:**

No comments.

**Ector County 911:**

No Comment

**Staff recommends approval of the Final Plat of South Dixie Tract, subject to conditions A.**

**Condition:**

- A. Approval of this Replat is subject to all plat comments, conditions, and requirements must be satisfied by all pertinent City departments before filing for recording with the County Clerk of Ector County, Texas.**

**Attachments:**

**Application**

**Proposed Plat**

**Maps**

Ms. Prieto presented: The applicant is N3Brito, LLC, is requesting a replat a 10.00-acre tract in Section 46, Block 42, T-2-S. T&P RR Co. Survey, Ector County, Texas, for ownership purposes.

Vice Chairman Wayne Russell turned to commission and asked for discussion or a motion, Member Gary Sims moved the item be approved as presented. Commissioner Connie Coots seconded the motion, with the vote being a unanimous "aye".

**Recommended Planning and Zoning Commission Action:**  
**Case File 2023-10-Z                      X   Approved           Deny**

**Details of Request:**

The applicant, S.W. Howell, is requesting a zone change from F, is requesting a zone change from FD, Future Development District, to an LI, Light Industrial District, on a Commercial District, on a 4.00 Acre Tract of Land located in Section 25, Block 42, T-2-S, T&P Co Survey, Ector County, Texas.

**Current Zoning:**                    **Extraterritorial Jurisdiction (ETJ)**

**Surrounding Land Use:**

Properties located to the north zoned LI, Light Industrial District. Properties to the east, south, and west, are zoned FD, Future Development District.

**Analysis:**

The property involved in this request is located southeast of the intersection of Reed Ave and E Pearl Rd. The site is currently designated Future Development (FD) and is currently vacant and undeveloped. The applicant is S.W. Howell, and the purpose of the original zoning request is to create Light Industrial (LI) development in the area.

Using the City's identified priorities contained in the City of Odessa's Comprehensive Plan to evaluate zoning amendments, the following comments are offered:

Comprehensiveness: This request is not out of line with the City of Odessa's Comprehensive Plan. The property is located near to FD, Future Development, and Light Industrial District, which both allow for LI, Light Industrial and the associated uses.

Livability: The proposed Zoning would not have a negative impact on this site or surrounding properties. The proposed light industrial development is not out of line with development in the area.

Reasonableness: The proposed zoning district will facilitate a reasonable transition between land uses of varying intensities and would not create a conflict to the existing land uses in the area. Therefore, staff recommends approval of the zone change from FD, Future Development District, to an LI, Light Industrial District, subject to condition A.

**Condition:**

- A. That the use and development of this property shall conform to the regulations of LI, Light Industrial District.

Based upon the preceding analysis, Staff recommends approval of the request.

**Mailing Notification:**

Notices sent: 5  
Returned: 0  
Approvals: 0  
Protest: 0

**Attachments:**

Maps  
List of uses allowed in an LI, Light Industrial District

Ms. Prieto Gave the following presentation: The applicant, S.W. Howell, is requesting a zone change from FD, Future Development District, to an LI, Light Industrial District, on a Commercial District, on a 4.00 Acre Tract of Land located in Section 25, Block 42, T-2-S, T&P Co Survey, Ector County, Texas.

Vice Chairman Wayne Russell asking if any other requests for staff, no questions stated, Vice Chairman Wayne Russell opened the public hearing, hearing none, closed the public hearing and turned to commission and asked for discussion or a motion, Commissioner Gary Sims moved the item be approved. Steve Tercero seconded the motion, with the vote being a unanimous "aye".

**Recommended Planning and Zoning Commission Action:**

**Case File 2023-48-P        X   **Approved** (CONDITIONS) \_\_\_\_\_ **Deny****

**Detail of the Request:**

The applicant, Guy Reed, and the agent, S.W. Howell, Inc., are requesting to replat 4.00 acres in Section 25, Block 42, T-2-S, T&P RY Co. Survey, Ector County, Texas, for ownership purposes.

**Current Zoning:**                      **Future Development (FD)**

This request has been routed to all respective departments for internal review. The comments are below.

**PLANNING:**

- Ownership certificates and tax statements will be required prior to submitting the mylar.
- Indicate the Point of Beginning on the Plat.
- Add owner's name instead of "The Undersigned" on beginning paragraph.
- Add Planning Manager instead of Director of Development for Planning Signature box.

**PUBLIC WORKS:**

- Water and sewer are available. No Pro rata is due.
- Drainage report has been submitted. This tract is not in a special flood hazard area.
- An Improvement Agreement will not be required.
- A Blanket Refuse Collection Easement Agreement will be required.
- Any work in the right of way or easements will require a permit from the Engineering Division and must comply with current City Ordinances and policies.

**ECTOR COUNTY 911:**

No comments

**Staff recommends approval of the Preliminary Plat of JGI Outdoor, subject to condition A.**

**Condition:**

**A. Approval of this Replat is subject to all plat comments, conditions, and requirements must be satisfied by all pertinent City departments before filing for recording with the County Clerk of Ector County, Texas.**

**Attachments:**

Application  
Proposed Plat  
Maps

Ms. Prieto Gave the following presentation: The applicant, Guy Reed, and the agent, S.W. Howell, Inc., are requesting to replat 4.00 acres in Section 25, Block 42, T-2-S. T&P. RY. CO. Survey, Ector County, Texas, for ownership purposes.

Vice-Chairman Russell asking if any other requests for staff, Hearing none, Vice Chairman turned to commission and asked for discussion or a motion, Member C. Coots moved the item be approved as presented. Commissioner G. Sims seconded the motion, with the vote being a unanimous "aye".

### **Recommended Planning and Zoning Commission Action:**

**Case File 2023-49-P        X   **Approved** (CONDITIONS) \_\_\_\_\_ **Deny****

### **Detail of the Request:**

The applicant, SEC Energy Products & Services, L.P., and agent, S.W. Howell, Inc., are Requesting to replat 4.96 Acres situated in Section 13, Block 41, T-2-S, T&P, RY. CO. Survey, Midland County, Texas, for ownership purposes.

**Current Zoning:**                      **Extra-Territorial Jurisdiction (ETJ)**

This request has been routed to all respective departments for internal review. The comments are below.

### **PLANNING:**

- Ownership certificates and tax statements will be required prior to submitting the mylar.
- Indicate the Point of Beginning on the Plat.
- Add owner's name instead of "The Undersigned" on beginning paragraph.
- Add Planning Manager instead of Director of Development for Planning Signature box.

### **PUBLIC WORKS:**

- Water and sewer are not available.
- Drainage report has been submitted. This tract is not in a special flood hazard area.
- This tract is outside the city limits and is in the ETJ.
- Lot is sufficient size of water well & septic system.
- No additional runoff to BI 20 service road is allowed.

### **ECTOR COUNTY 911:**



No comments

**TXDOT:**

- Existing developed site. If significant change is use of the site or traffic, should re-evaluate driveways. The City of Odessa has permitting authority for this site.

**Staff recommends approval of the Preliminary Plat of SEC Energy Addition, subject to condition A.**

**Condition:**

- B. Approval of this Replat is subject to all plat comments, conditions, and requirements must be satisfied by all pertinent City departments before filing for recording with the County Clerk of Ector County, Texas.**

**Attachments:**

Application  
Proposed Plat  
Maps

Ms. Prieto Gave the following presentation: The applicant, SEC Energy Products & Services, L.P., and agent, S.W. Howell, Inc., are requesting to replat 4.96 Acres situated in Section 13, Block 41, T-2-S, T&P. RY. CO. Survey, Midland County, Texas, for ownership purposes.

Vice-Chairman Russell asking if any other requestions for staff, Hearing none, Vice Chairman, Wayne Russell, turned to commission and asked for discussion or a motion, Member C. Coots moved the item be approved as presented. Commissioner S. Tercero seconded the motion, with the vote being a unanimous "aye".

**Recommended Planning and Zoning Commission Action:**

**Case File 2023-50-P       X   **Approved** (CONDITIONS) \_\_\_\_\_ **Deny****

**Detail of the Request:**

The applicant, LCA, is requesting to replat a remainder of Lot 3, and All of Lots 4 & 5, Block 5 Parks Bell Ranch North, Recorded in Cabinet C, Page 62-D Ector County Plat Records Odessa, Ector County, Texas, for ownership purposes.

**Current Zoning:** R, Retail District

This request has been routed to all respective departments for internal review. The comments are below.

**PLANNING:**

- Ownership certificates and tax statements will be required prior to submitting the mylar.
- Add owner's name instead of "The Undersigned" on beginning paragraph.
- Add Planning Manager instead of Director of Development for Planning Signature box.

**PUBLIC WORKS:**

- Water and sewer are available. No Pro rata is due.
- Drainage report has been submitted. This tract is not in a special flood hazard area.
- Extend the access, utility, and drainage easement to Lot 15.
- Add note to the plat: There shall be no direct access to Faudree Road from Lots 12 & 13.
- There shall be no direct access to Yukon Road from Lots 13, 14, and 15.
- An Improvement Agreement will not be required.
- A Blanket Refuse Collection Agreement will be required.
- Any work in the right of way or easements will require a permit from the Engineering Division and Must Comply with current City Ordinances and polices.

**ECTOR COUNTY 911:**

No comments

**Staff recommends approval of the Preliminary Plat of Parks Bell Ranch North 9<sup>th</sup> Filing, subject to condition A.**

**Condition:**

**C. Approval of this Replat is subject to all plat comments, conditions, and requirements must be satisfied by all pertinent City departments before filing for recording with the County Clerk of Ector County, Texas.**

**Attachments:**

Application  
Proposed Plat  
Maps

Ms. Prieto Gave the following presentation: The applicant, LCA, is requesting to replat a remainder of Lot 3, and All of Lots 4&5, Block 5, Parks Bell Ranch North, Recorded in Cabinet C, Page 62-D Ector County Plat Records Odessa, Ector County, Texas, for ownership purposes.

Vice-Chairman Russell asking if any other requests for staff, Hearing none, Vice Chairman turned to commission and asked for discussion or a motion, Member G. Sims moved the item be approved as presented. Commissioner S. Tercero seconded the motion, with the vote being a unanimous "aye".

### **Recommended Planning and Zoning Commission Action:**

**Case File 2023-51-P       X   **Approved** (CONDITIONS) \_\_\_\_\_ **Deny****

### **Detail of the Request:**

The applicant, N3BRITO, LLC, is requesting to replat the east 90' of Lot 8 and the east 90' of the N/2 of Lot 7, Block 65, College Addition, an Addition to the City of Odessa, Ector County, Texas, for ownership purposes.

**Current Zoning:**                      Light Commercial District (LC)

This request has been routed to all respective departments for internal review. The comments are below.

#### **PLANNING:**

- Ownership certificates and tax statements will be required prior to submitting the mylar.
- Add owner's name instead of "The Undersigned" on beginning paragraph.
- Add Planning Manager instead of Director of Development for Planning Signature box.

#### **PUBLIC WORKS:**

- Water and sewer are available. No Pro rata is due.
- Drainage report has been submitted. This tract is not in a special flood hazard area.
- Dedicate a 20' cutback at the corner of 13<sup>th</sup> Street and Lee.

- Label new Lot as Lot 17, Block 65.
- An Improvement Agreement will be not required.
- Any work in the right of way or easements will require a permit from the Engineering Division and must comply with current City Ordinances and policies.

**ECTOR COUNTY 911:**

No comments

**Staff recommends approval of the Preliminary Replat of College Addition, 2<sup>nd</sup> Filing, subject to condition A.**

**Condition:**

**D. Approval of this Replat is subject to all plat comments, conditions, and requirements must be satisfied by all pertinent City departments before filing for recording with the County Clerk of Ector County, Texas.**

Mr. Reber Gave the following presentation: The applicant, N3BRITO, LLC, is requesting to replat the east 90' of Lot 8 and the east 90' of the N/2 of Lot 7, Block 65, College Addition, an Addition to the City of Odessa, Ector County, Texas, for ownership purposes.

Vice-Chairman Russell asking if any other requests for staff, Mr. Sims asked if zoning currently, LC, in the area, for residential, or what is the Zoning, currently? Mr. James Reber noted, LC, Light Commercial district, not a residential zone. Ms. Prieto came to the podium and stated does contain several housings in the area, and even thought it is in a LC district, houses are allowed use in that District. Connie Coots asked, example as Mobile homes? Mobile home park? Ms. Prieto stated "yes, mobile home park is allowed in the LC". Vice Chairman then asked if any additional questions, hearing none, turned to commission and asked for discussion or a motion, Member C. Coots moved the item be approved as presented. Commissioner G. Sims seconded the motion, with the vote being a unanimous "aye".

**Recommended Planning and Zoning Commission Action:**

**Case File 2023-52-P        X   **Approved** (CONDITIONS) \_\_\_\_\_ **Deny****

**Detail of the Request:**

The applicant, Kelray properties, LLC, and agent, S.W. Howell, Inc., are requesting to Replat Lots 7 & 8, Block 1, Ryan Addition and Lot 24, Block 1 of the Replat of Lot 22, and 0.60 Acres in Section 26, Block 42, T-2-S, T&P RY CO. Survey, Ector County, Texas, Addition to the City of Odessa, Texas, for ownership purposes.

**Current Zoning:**                      Light Industrial (LI)

This request has been routed to all respective departments for internal review. The comments are below.

**PLANNING:**

- Ownership certificates and tax statements will be required prior to submitting the mylar.
- Add owner's name instead of "The Undersigned" on beginning paragraph.
- Add Planning Manager instead of Director of Development for Planning Signature box.

**PUBLIC WORKS:**

- Water and sewer are available. No Pro rata is due.
- Drainage report has been submitted. This tract is not in a special flood hazard area.
- An Improvement Agreement will not be required.
- Any work in the right of way or easements will require a permit from the Engineering Division and must comply with current City Ordinances and policies.

**ECTOR COUNTY 911:**

No comments

**GIS:**

- Kelray Addn needs 2 control points on the boundary of the plats. Currently it is only showing one.

**TXDOT:**

- Existing developed site. If significant changed in use of the site or traffic, should re-evaluate driveways. The City of Odessa has permitting authority for this site.

**Staff recommends approval of the Preliminary Plat of Kelray Addition, subject to condition A.**

**Condition:**

**E. Approval of this Replat is subject to all plat comments, conditions, and requirements must be satisfied by all pertinent City departments before filing for recording with the County Clerk of Ector County, Texas.**

Mr. Reber Gave the following presentation: The applicant, Kelray Properties, LLC, and agent, S.W. Howell, Inc., are requesting to replat Lots 7&8, Block 1, Ryan Addition and Lot 24, Block 1 of the Replat of Lot 22, Block 1, a Replat of Lots 9 &10, an Lots 17-20, Block 1, Eastside Commercial Tracts and 0.60 Acres in Section 26, Block 42, T-2-S. T&P RY Co. survey, Ector County, Texas, An addition to the City of Odessa, Tx for ownership purposes.

Vice-Chairman Russell asking if any other requests for staff, Hearing none, Vice Chairman turned to commission and asked for discussion or a motion, Member G. Sims moved the item be approved as presented. Commissioner S. Tercero seconded the motion, with the vote being a unanimous "aye".

**Recommended Planning and Zoning Commission Action:**

**Case File 2023-53-P        X   Approved (CONDITIONS)      \_\_\_\_\_ Deny**

**Detail of the Request:**

The applicant, Maverick Engineering, is requesting to replat Lots 1-13 & Lots 42-54, Block 3 and Lots 1-14 & Lots 45-58, Block 4, Hillmont Estates, 1<sup>st</sup> Filing Correction Plat, Ector County, Texas, for ownership purposes.

**Current Zoning:                      Extraterritorial Jurisdiction (EJT)**

This request has been routed to all respective departments for internal review. The comments are below.

**PLANNING:**

- Ownership certificates and tax statements will be required prior to submitting the mylar.
- Add Planning Manager instead of Director of Development for Planning Signature box.

**ECTOR COUNTY 911:**

No comments

**GIS:**

- Kelray Addn needs 2 control points on the boundary of the plats. Currently it is only showing one.

**Staff recommends approval of the Preliminary Plat of Hillmont Estates, 2<sup>nd</sup> Filing, subject to condition A.**

**Condition:**

- F. Approval of this Replat is subject to all plat comments, conditions, and requirements must be satisfied by all pertinent City departments before filing for recording with the County Clerk of Ector County, Texas.**

Mr. Reber Gave the following presentation: The applicant, Maverick Engineering, is requesting to replat Lots 1-13 & Lots 42-54, Block 3 and Lots 1-14 & Lots 45-58, Block 4, Hillmont Estates, 1<sup>st</sup> Filing Correction Plat, Ector County, Texas, for ownership purposes.

Vice-Chairman Russell asking if any other requests for staff, Hearing none, Vice Chairman turned to commission and asked for discussion or a motion, Member S. Tercero moved the item be approved as presented. Commissioner C. Coots seconded the motion, with the vote being a unanimous "aye".

There being no further business to come before the Commission, the meeting was adjourned at 1:47 p.m.

James Reber, Planner, placed the minutes in the Minute Book on July 7, 2023.

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Wayne Russell, Vice-Chairman