

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: August 24, 2026

FROM: Maria De Mesa, Planner

SUBJECT: Development Agreement and Final Site Plan for AutoZone - 3770 South Houston Levee Road, Case #261040

INTRODUCTION:

RDS, LLC (Josh Burnette, P.E.), on behalf of the property owner (AutoZone Development LLC), requests approval of a Final Site Plan for an auto parts (new) store located on the east side of South Houston Levee Road, south of Winchester Boulevard (see Exhibit 1). The 1.39-acre property is located within Phase 5 of the Winchester/ Houston Levee Commercial Center. The subject property is currently vacant and is zoned SCC: Shopping Center Commercial and is surrounded by SCC zoning to the north, south, and west, while the property to the east, which is being used as a self-storage facility, is zoned R-3: High Density Residential. A separate Final Plat is being reviewed by staff, and the plat must be recorded before a building permit can be issued.

BACKGROUND:

On April 6, 2026, the Planning Commission (PC) recommended approval of the Conditional Use Permit (CUP) for an auto parts (new) store. The Board of Mayor and Aldermen (BMA) approved the CUP with conditions on April 27, 2026. On April 9, 2026, the Design Review Commission (DRC) held a non-voting session to review the conceptual building elevations (see Exhibit 7). Paint colors and appropriate exterior building materials for the planned building were also discussed. The DRC approved cementitious stucco as a primary exterior material on the front (west façade) building elevation on August 13, 2026.

DISCUSSION:

1. The applicant is proposing a 7,381-square foot, predominantly brick retail building (see Exhibits 3 and 6).

- The auto parts (new) store sells automotive parts and auto-related products. It will serve as the second location to the existing AutoZone store on West Poplar Avenue.
- Sidewalks will be installed along the lot's frontage on South Houston Levee Road providing pedestrian access to the building.
- The mostly brick building features tinted-evergreen glass faux windows, traditional hard-coat stucco, brick parapet walls and herringbone pattern accents. The color scheme of the building will be primarily brown, beige and gray. All light fixtures shall be full cutoff to comply with the Design Guidelines.
- Street trees will be provided along South Houston Levee. A perimeter buffer is provided to help screen and reduce visual impacts on retail uses to the north and south.
- A total of 35 parking spaces will be provided, including 2 ADA spaces, meeting the minimum off-street parking requirements per §151.117.

2. South Houston Levee Road and the nearby intersection can accommodate projected impacts from the increased traffic. Per the trip generation letter, the site will generate 16 vehicles per hour

in the morning peak hour and 44 vehicles per hour in the evening peak hour (see Exhibit 5).

- The site will have one (1) direct Right-In, Right-Out (RIRO) access on to South Houston Levee Road, and private driveway connections will be provided to the developed sites north (gas station) and south (Sonic) of the site.
- No additional road improvements are required from the proposed development.

3. The water and sewer systems have sufficient capacity to accommodate this site. If the building is expanded, additional information will be required for a water and sewer capacity study.

4. Stormwater will be conveyed through a private drainage system to a proposed dry detention basin. From there, it will discharge into the existing public drainage infrastructure along the eastern boundary (see Exhibit 4).

5. An associated Final Plat, being reviewed administratively by Staff, shows a 40-foot landscape buffer and a private ingress/egress easement for cross-access to adjacent lots to the north and south.

6. The Final Site Plan Package (see Exhibit 6) includes civil drawings, landscape plans, and building elevations as an attachment to the Development Agreement (see Exhibit 2).

- The Agreement requires the developer to provide a letter of credit equal to 100% of the cost of the public improvements (\$35,000) and 25% of the cost of private site improvements (\$105,000) for a total surety of \$140,000.
- The Final Site Plan is included in the Development Agreement. The Development Agreement grants Town authorization to the applicant to construct the project in accordance with its terms and conditions of approval. Development fees for the project are as follows:

Development Agreement Preparation Fee	\$ 550.00
Water Development Fee	\$ 2,263.00
Sewer Development Fee	\$ 8,963.00
Street Lighting Fee	\$ 11,714.00
Sign Permit Fee	\$ 115.00
Fence Permit Fee	\$ 50.00
Building Development Privilege Tax	\$ 1,107.00
Construction Inspection Fee	\$ 1,825.00
Traffic Analysis Fee	\$ 347.00
Stormwater Analysis Fee	\$ 692.00
Total	\$27,626.00

STAFF RECOMMENDATION: Staff recommends approval of the Development Agreement & Final Site Plan for 3770 South Houston Levee Road – AutoZone as the application complies with the requirements of the Zoning Ordinance, Design Guidelines, and the Conditional Use permit approved for the property.

ATTACHMENTS:

[Exhibit 1 - Vicinity Map and Contact Information 2-25-26.pdf](#)

[Exhibit 2 - Development Agreement.pdf](#)

[Exhibit 3 - Applicant Cover Letter 4-28-26.pdf](#)

[Exhibit 4 - Drainage Narrative 4-28-26.pdf](#)

[Exhibit 5 - Trip Generation Letter 4-28-26.pdf](#)

[Exhibit 6 - Final Site Plan Package 7-1-26.pdf](#)

PROPOSED MOTION:

To approve the Development Agreement for 3770 South Houston Levee Road (AutoZone), subject to the conditions in Exhibit 2.

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						