



City of Laredo  
Planning Department  
1413 Houston Street  
Laredo, Texas 78040

January 16, 2026

**Subject: Amendment of Special use permit 2022-O-012 on a 6.03 acre tract known as Lot 4B, Block 3 of the Amending Plat of D & J Alexander Commercial Subdivision Phase 15, Lots 4A, 4B and 4C Block 3 as recorded in Volume 41 Page 1 Webb County Plat Records and a 2.15 acre unplatted tract**

Top Site Civil Group LLC is submitting the above reference Amendment to Special use Permit 2022-O-012 application on behalf of the applicant North Bartlett Mini Storage LLC. The purpose of the request for an amended special use permit is to accommodate a mini storage development on Lot 4B, Block 3 of the Amending Plat of D & J Alexander Commercial Subdivision Phase 15, Lots 4A, 4B and 4C Block 3 as recorded in Volume 41 Page 1 Webb County Plat Records and an additional unplatted tract being 2.15 acres. The development will consist of air conditioned and non-air-conditioned units of different sizes. The platted site is currently being rezoned to a B-3 and platted to facilitate the development process. The unplatted site has also submitted for a rezone to B-3 and the platting process will start on December 23, 2025.

A total of 876 units, in 6 different buildings, are being proposed on 6.03 acres of property, which differs from the already approved 516 units in 5 buildings.. The development will be gated and will have 3 access points, one on Bartlett Ave and 2 on Arthur Miller Court. The parking for patrons will be 10 spaces, including the required handicap spacing. The site will also have an amended number of 34 spaces inside the gate, up from the original 19 spaces, to accommodate patrons and any related moving vehicles. The proposed hours of operation will be able to accommodate 24 hour services and may adjust hours to be less on certain off peak days. Driving lanes and access points will also accommodate the required distances and widths to meet fire code. Buildings 1-5 are already constructed and we expect Building 6 to begin construction in the second quarter of 2026.

We kindly request the approval of this special use permit.

Sincerely,  
**Top Site Civil Group LLC**

Ricardo M. Villarreal, PE, RPLS  
Partner