



**City of Leon Valley
PLANNING AND ZONING COMMISSION
MEETING MINUTES**

**6:30 PM – FEBRUARY 25, 2025
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238**

1. CALL TO ORDER AND ROLL CALL

Chair Erick Matta called the Planning and Zoning Commission meeting to order at 6:30 PM.

PRESENT

2 nd Vice Chair	Andrea Roofe	Place 2 Voting member
Commissioner	Hilda Gomez	Place 3 Voting member
Commissioner	Pat Martinez	Place 4 Voting member
1 st Vice-Chair	Mary Ruth Fernandez	Place 5 Voting member
1 st Alternate	Abraham Diaz	Nonvoting member
2 nd Alternate	Beth Mursch	Nonvoting member
3 rd Alternate	Olen Yarnell	Nonvoting member
Council Liaison	Benny Martinez	Council Member
Commissioner	David Perry	Place 1 Voting member
Chair	Erick Matta	Place 6 Voting member

Also in attendance were Planning and Zoning Director Susana Huerta and Executive Director Roque Salinas.

1. CALL TO ORDER AND ROLL CALL

Chair Erick Matta called the meeting to order at 6:30 PM with all members present.

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Discussion and Action to Consider Approval of the February 25, 2025, Planning and Zoning Commission Minutes - S. Huerta, Planning and Zoning Director

Third Alternate Commissioner Yarnell requested a Correction to the minutes to reflect Council Member Martinez. Commissioner Roofe made a motion to approve the minutes with corrections which was seconded by First Vice Chair Fernandez. The motion carried unanimously.

3. NEW BUSINESS

1. Presentation and Discussion to Gain Preliminary Feedback From the Planning and Zoning Commission on a Request to Amend Ordinance 2021-54 Granting a Zone

Change to PDD Planned Development District, with B-3 Commercial District and No Sustainability Zoning to a PDD with R-3 Multiple Family Dwelling District Zoning on Approximately 2.85 Acres at 6758 Poss Road; Being Lot 64, Block 4, CB 5784, Leon Valley Addition - Quality Subdivision - S. Huerta, Planning and Zoning Director

The Commission had a discussion and asked questions but there was no action was required or taken.

2. Presentation and Discussion to Gain Preliminary Feedback From the Planning and Zoning Commission on a Request for a Zone Change from R-1 Single-Family Dwelling District to PDD Planned Development District, with R-4 Townhouse District zoning on Approximately 6.8 Acres at 6612 and 6618 Sawyer Road; and More Specifically Described as the Southwest 400 Feet of Lot 3, and the Northwest 330.13 Feet of Lots 10, 11, 12, and 13, and the Northeast 20 Feet of Lot 10, CB 5874, Leon Valley Addition Subdivision . - S. Huerta, Planning and Zoning Director

The Commission had a discussion and asked questions but there was no action required or taken.

4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

Mr. Salinas made an announcement about Code Enforcement and Animal Control moving to under his responsibility. Second Alternate Mursch made an announcement about the Earthwise Living Festival.

5. ADJOURNMENT

Chair Matta announced the meeting adjourned at 8:14 PM.

These minutes were approved by the Leon Valley Planning & Zoning Commission on the 25th of March 2025.

APPROVED

ERICK MATTA
CHAIR

ATTEST: _____
SUSANA HUERTA, AICP
PLANNING AND ZONING DIRECTOR