



**City of Leon Valley  
PLANNING AND ZONING COMMISSION  
MEETING MINUTES  
6:30 PM – FEBRUARY 28, 2023  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238**

---

**1. CALL TO ORDER AND ROLL CALL**

Chair Catherine Rowse called the Planning and Zoning Commission meeting to order at 6:35 PM.

**PRESENT**

Chair	Cassie Rowse	Place 5
1st Vice Chair	Edward Alonzo	Place 1
2nd Vice Chair	Erick Matta	Place 6
Commissioner	Andrea Roofe	Place 2
Commissioner	Philip Campos	Place 3
Commissioner	Pat Martinez	Place 4
Commissioner	Richard Blackmore	Place 7
2nd Alternate	Hilda Gomez	
3rd Alternate	David Perry	
Council Liaison	Benny Martinez	Council Place 1

**ABSENT**

1st Alternate	Kimberly Bohl	Excused
---------------	---------------	---------

Also in attendance were Planning and Zoning Director Mindy Teague, Permit Technician Elizabeth Aguilar, and City Manager Dr. Crystal Caldera.

**2. APPROVAL OF ZONING COMMISSION MINUTES**

**1. Planning & Zoning Commission - Regular Meeting - January 24, 2023**

Chair Catherine Rowse indicated that 3<sup>rd</sup> Alternate David Perry needed to be marked as excused from the previous meeting.

Commissioner Erick Matta made a motion to approve the minutes as corrected, which was seconded by Commissioner Philip Campos. The motion carried unanimously.

Chair Rowse then addressed the Commissioners stating that without any objections from the rest of the Commission, she wanted to move Item 3.3 to be heard next. Seeing no objections, the Commissioners opened Item 3.3.

### 3. NEW BUSINESS

1. Presentation, Public Hearing, and Discussion to Consider Recommendation on a Request for a Zone Change From RE-1 Residential Estates Zoning District to R-6 Garden House Zoning District on Approximately 21.352-Arces of Land, Being Grass Hill Estate Subdivision, Located Along William Rancher, Grass Hill, Samaritan, and Aids Drives - M. Teague, Planning and Zoning Director

Planning and Zoning Director Mindy Teague present the case information and a discussion was held by the Commissioners, the attendees, and City Manager Caldera.

Chair Catherine Rowse opened the public hearing at 6:15 pm.

Numerous residents from the Grass Hill Estates Subdivision spoke, noting their concerns regarding the increase in traffic, the preservation of wildlife, police, removal of trees, and the general quality of life in the area. They expressed the desire to keep this area as it exists.

The following residents spoke in opposition: Grant Riley, Charles Matthews, Sharon Hendricks, Laura Cardenas, Monica Alcocer, Linda Barker, Abraham Diaz, Drew Power, Cynthia Hernandez, Travis Leech, Sandra Aguirre, and Russell Hernandez.

Chair Catherine Rowse closed the public hearing at 7:46 pm.

After more general discussion, Commissioner Philip Campos made a motion to recommend denial of the requested rezoning as presented, which was seconded by 1st Vice Chair Edward Alonzo. The motion carried unanimously.

Voting Yea: Chair Rowse and Commissioners Roofe, Martinez, Matta, Blackmore, Campos and Alonzo.

Voting Nay: None

2. Presentation and Discussion to Consider a Recommendation on an Ordinance Amending Chapter 15 Zoning, Article 15.01 Zoning Ordinance, Division 13. Organization and Enforcement, Section 15.02.722 General Statutes, Ordinances, and Rules Applying to the Board of Adjustment, as Mandated by the Texas Local Government Code - M. Teague, Planning and Zoning Director

Mrs. Teague presented a proposed amendment to Chapter 15 Zoning, Article 15.01 Zoning Ordinance, Division 13 regarding the rules applying to the Board of Adjustment and a brief discussion was held by the Commissioners regarding the reason for the amendment.

Commissioner Erick Matta made a motion to approve the case as presented, which was seconded by Commissioner Andrea Roofe. The motion carried unanimously.

Voting Yea: Chair Rowse and Commissioners Alonso, Campos, Martinez, Matta, Roofe and Blackmore.

Voting Nay: None

3. Presentation, Public Hearing, and Discussion to Consider a Recommendation on a Subdivision Replat of a Total of 0.2686 Acres of Land, Being Lots 5 and Half of 6, Block I, CB 4446A, Linkwood Addition Subdivision, Located in the 7600 Block of Linkwood Street - M. Teague, Planning and Zoning Director

Mrs. Teague presented the case information, and a brief discussion was held by the Commissioners regarding requirements and variance requests.

Commissioner Erick Matta made a motion to approve the case as presented, which was seconded by Commissioner Andrea Roofe. The motion carried unanimously.

Voting Yea: Chair Rowse and Commissioners Alonzo, Campos, Martinez, Blackmore, Matta and Roofe.

Voting Nay: None

#### 4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

Chair Catherine Rowse reminded the Commissioners that anyone with an odd Place number on the Commission must reapply this year, if they hadn't already.

Mrs. Teague announced that there were instructions inside each binder on how to subscribe to the City's website online to receive agendas for each type of meeting.

#### 5. ADJOURNMENT

Chair Catherine Rowse announced the meeting adjourned at 8:25 PM.

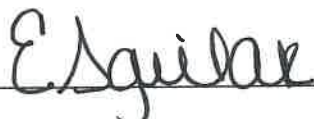
*These minutes were approved by the Leon Valley Planning & Zoning Commission on the 28<sup>th</sup> of March 2023.*

APPROVED



CATHERINE ROWSE  
CHAIR

ATTEST:



ELIZABETH AGUILAR  
PERMIT TECHNICIAN

