



City of Leon Valley
PLANNING AND ZONING COMMISSION
MEETING MINUTES
6:30 PM – JULY 23, 2024
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 6:31 PM.

PRESENT

Commissioner	David Perry	Place 1
2 nd Vice Chair	Andrea Roofe	Place 2
Commissioner	Pat Martinez	Place 4
1 st Vice Chair	Mary Ruth Fernandez	Place 5
Chair	Erick Matta	Place 6
1 st Alternate	Cynthia Koger	
2 nd Alternate	Abraham Diaz	

ABSENT

Commissioner	Hilda Gomez	Place 3 - Excused
Council Liaison	Benny Martinez	Excused

Also in attendance were Planning and Zoning Director Mindy Teague, Public Works Director Melinda Moritz, Economic Development Director Roque Salinas, and City Council Member Betty Heyl.

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Planning & Zoning Commission - Regular Meeting - June 25, 2024

2nd Vice Chair Roofe made a motion to approve the minutes as presented, which was seconded by 1st Vice Chair Fernandez. The motion carried unanimously.

3. NEW BUSINESS

1. Discussion and Recommendation to Fill the Vacant Seat for Commissioner 7 in Accordance with Chapter 15 Zoning, Article 15.02, Division 13 Organization and Enforcement, Sec. 15.02.721 (f) (1) of the Leon Valley Code of Ordinances - M. Teague, Planning and Zoning Director

1st Alternate Koger was asked if she would like to fill the vacant Commissioner position, and she accepted.

2. Presentation, **Public Hearing**, and Possible Action to Approve a Replat of Lots 8 & 9, Block A, CB 4446 A, Linkwood Addition Subdivision, Being a 0.3444 Acre Tract of Land, Located at 7125 and 7129 Bandera Road - M. Teague, Planning and Zoning Director

Planning and Zoning Director Mindy Teague presented the case information.

Chair Matta opened the public hearing at 6:37 PM. Seeing that no one wished to speak, he closed the public hearing at 6:38 PM.

2nd Vice Chair Roofe made a motion to accept the case as presented, which was seconded by 1st Alternate Koger. The motion carried unanimously.

Voting Yea: Commissioner Perry and Martinez, 1st Vice Chair Fernandez, 2nd Vice Chair Roofe, Chair Matta, 1st Alternate Koger, and 2nd Alternate Diaz

Voting Nay: None

3. Presentation, Public Hearing, and Discussion to Consider a Recommendation on a Request for a Specific Use Permit (SUP) on an approximately 0.3444 Acre Tract of Vacant Land, Located at 7125 and 7129 Bandera Road, Being lots 8 and 9, Block A, Linkwood Addition Subdivision, for the Construction of an Office Building- M. Teague, Director of Planning and Zoning

Planning and Zoning Director Mindy Teague presented the case information.

Chair Matta opened the public hearing at 6:42 PM. Seeing that no one wished to speak, he closed the public hearing at 6:42 PM.

2nd Vice Chair Roofe made a motion to accept the case as presented, which was seconded by Commissioner Perry. The motion carried unanimously.

Voting Yea: Commissioner Martinez and Perry, 1st Vice Chair Fernandez, Chair Matta, 2nd Vice Chair Roofe, 1st Alternate Koger, and 2nd Alternate Diaz

4. Presentation, Discussion, and Public Hearing, to Consider Recommending Approval of a Request to Rezone Approximately 32-Acres of Land From R-1 (Single Family Dwelling) and RE-1 (Residential Estate) Zoning Districts to a Planned Development District (PDD) with R-6 (Garden Home) District Base Zoning, on a 19.614 Acre Tract, Being Lots 1 and 2, Block 1, CB 4430 Grass Hill Estates Subdivision and an Unplatted 11.37 Acre Tract, Being Parcel 13, Abstract 432, CB 4430, Located in the 6500 Block of Samaritan and a Portion Surrounded by Aids, Samaritan, Grass Hill, and William Rancher Streets, Leon Valley, Texas, Being a Total of Approximately 30.984-Acres - M. Teague, Planning and Zoning Director

Planning and Zoning Director Mindy Teague presented the case information. A discussion was held between the Commissioners, Public Works Director Melinda Moritz and Mr. Samir Chehade regarding size, cost, other similar developments, garages, setbacks, mortgage, trees, foundation, and the fill on the property.

Chair Matta opened the public hearing at 6:50 PM.

Residents from the area spoke, noting their concerns regarding acre size, traffic, plans changing, parking, wildlife, prices of homes and misinformation.

The following residents spoke in opposition: Grant Riley Jr., Linda Barker, Laurie Clark, Russell Hernandez, Richard Reyes, and Mark Ferris.

The following residents spoke in favor: None.

Chair Matta closed the public hearing at 7:09 PM.

2nd Alternate Diaz made a motion to recommend denial of the case presented, which was seconded by 1st Vice Chair Fernandez.

Chair Matta asked for a roll call vote:

Voting Yea: 1st Vice Chair Fernandez, 1st Alternate Koger, Commissioner Perry, 2nd Vice Chair Roofe and 2nd Alternate Diaz.

Voting Nay: Commissioner Martinez and Chair Matta.

5. Discussion and Possible Recommendation to Amend the Leon Valley City Code of Ordinances, Chapter 15 Zoning, Article 15.02 Zoning, Division 6. Districts, Boundaries, and Use Regulations, Sec 15.02.327 - "PDD" Planned Development District - M. Teague, Planning and Zoning Director

A brief discussion was held between Planning and Zoning Director Mindy Teague, Public Works Director Melinda Moritz, and the Commissioners to submit any suggestions via email.

4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

Planning and Zoning Director Mindy Teague announced that she will be setting up a training workshop for the Commissioners and if they could submit times and dates that work for them.

5. ADJOURNMENT

Chair Erick Matta announced the meeting adjourned at 7:48 PM.

These minutes were approved by the Leon Valley Planning & Zoning Commission on the 24th of September 2024.

APPROVED

ERICK MATTA
CHAIR

ATTEST: _____
ELIZABETH AGUILAR
PERMIT TECHNICIAN

DRAFT