



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

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

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

**PRESENT**

1st Vice Chair	Edward Alonzo	Place 1
Commissioner	Philip Campos	Place 3
Chair	Cassie Rowse	Place 5
2nd Vice Chair	Erick Matta	Place 6
Commissioner	Richard Blackmore	Place 7
2nd Alternate	Hilda Gomez	Seated to Vote
3rd Alternate	David Perry	Seated to Vote

**ABSENT**

Commissioner	Andrea Roofe	Place 2	Excused
Commissioner	Pat Martinez	Place 4	Excused
1st Alternate	Kimberly Bohl		Excused

Also in attendance were Public Works Director Melinda Moritz and Permit Technician Elizabeth Aguilar.

**2. APPROVAL OF ZONING COMMISSION MINUTES**

**1. Planning & Zoning Commission – Regular Meeting – February 28, 2023**

Commissioner Philip Campos made a motion to approve the minutes as presented, which was seconded by Commissioner Richard Blackmore. The motion carried unanimously.

**3. NEW BUSINESS**

1. Presentation, Public Hearing, and Discussion to Consider Making a Recommendation Authorizing a Zoning Change From R-2 Two Family Dwelling to R-1 Single Family Dwelling District on Two Lots, Being Lots 19 and 20, Blk 8, CB 4432C, Being 0.2066 and 0.2204 Acres of Land, in the Grass Valley Subdivision Unit #1, Located at 6602 and 6608 Peachtree - M. Teague, Planning and Zoning Director

Public Works Director Melinda Moritz presented the case information, and a brief discussion was held.

Chair Catherine Rowse opened the public hearing at 6:36 p.m. Seeing no one wishing to speak, she closed the public hearing at 6:36 PM.

Commissioner Edward Alonzo made a motion to recommend approval of the requested rezoning as presented, which was seconded by Commissioner Richard Blackmore. The motion carried unanimously.

Voting Yea: Chair Rowse, Commissioners Matta, Alonzo, Blackmore, Gomez, and Perry, Campos

Voting Nay: None

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

*In accordance with Section 551.0415 of the Government Code, topics discussed under this item are limited to expressions of thanks, congratulations or condolence; information regarding holiday schedules; recognition of a public official, public employee or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial or community event; and announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.*

Commissioner Edward Alonzo reminded everyone that March 29<sup>th</sup> marked the 50th Anniversary of the United States withdrawal from the Vietnam War. Commissioner Richard Blackmore discussed the background and history of the conflict, noting that he had also served.

Chair Catherine Rowse reminded the Commissioners in the odd-numbered seats on the Commission that if they had not applied to be reappointed that they need to do so soon.

2nd Alternate Hilda Gomez asked when the Master Plan was up for revision. Chair Catherine Rowse stated the Plan was updated every five to seven years.

Public Works Director Melinda Moritz announced that the Planning and Zoning Department would be presenting proposed changes to the Zoning Code Overlay District regulations at upcoming meetings.

## 5. ADJOURNMENT

Chair Catherine Rowse announced the meeting adjourned at 6:43 PM.

*These minutes were approved by the Leon Valley Planning & Zoning Commission on the 25<sup>th</sup> of April 2023.*

APPROVED



CATHERINE ROWSE  
CHAIR

ATTEST:



MELINDA MORITZ  
PUBLIC WORKS DIRECTOR

