



**City of Leon Valley**  
**PLANNING AND ZONING COMMISSION**  
**MEETING MINUTES**  
**6:30 PM – APRIL 25, 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 6:36 PM.

**PRESENT**

|                 |                   |                 |                   |
|-----------------|-------------------|-----------------|-------------------|
| Commissioner    | Andrea Roofe      | Place 2         | Arrived – 6:39 PM |
| Commissioner    | Philip Campos     | Place 3         |                   |
| Commissioner    | Pat Martinez      | Place 4         |                   |
| 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       |                 |                   |
| Council Liaison | Benny Martinez    | Council Place 1 |                   |

**ABSENT**

|                |               |         |         |
|----------------|---------------|---------|---------|
| 1st Vice Chair | Edward Alonzo | Place 1 | Excused |
| 1st Alternate  | Kimberly Bohl |         | Excused |

Also in attendance were Planning and Zoning Director Mindy Teague and Public Works Director Melinda Moritz.

**2. APPROVAL OF ZONING COMMISSION MINUTES**

**1. Planning & Zoning Commission - Regular Meeting – April 25, 2023**

Chair Rowse asked that the minutes reflect an excused absence for Commissioner Pat Martinez for the previous meeting. Commissioner Philip Campos noted that he was present at the previous meeting and the minutes should reflect that change as well.

Commissioner Erick Matta made a motion to approve the minutes with corrections, which was seconded by Commissioner Richard Blackmore. The motion carried unanimously.

Chair Rowse then proposed to move New Business item 3.2 ahead of Item 3.1, as the persons present in the audience were at the meeting to hear the proposal. By consensus, the Item was moved.

### 3. NEW BUSINESS

2. Presentation, Public Hearing, and Discussion to Consider a Recommendation on a Request to Amend Planned Development District (PDD) #2022-31, being a 9.180 Acre Unplatted Parcel of Land Located at the Corner of Evers Road and Seneca Drive, P-4A, ABS 530, CB 4432 - M. Teague, Planning and Zoning Director

Planning and Zoning Director Mindy Teague presented the case information, and a brief discussion was held between Commissioners, Public Works Director Melinda Moritz, and Planning and Zoning Director Mindy Teague regarding the request to amend the original PDD to relocate the entrance due to a utility pole conflict, reduce the number of housing units from 94 to 67, and to retain the ability to construct the original number of units if need be.

Property Owner Mr. Samir Chehade presented the amendment information, and a discussion was held between the Commissioners, Public Works Director Melinda Moritz, and attendees regarding the purpose of decreasing the number of homes, retention pond, setbacks from other properties, potential start date for project.

Mr. Chehade then introduced Mr. Drake Thompson with Texas Homes, who stated that he had been in the home building business for a long period of time and then discussed the reasons for reducing the number of units in this project, mostly being based on current market conditions. A brief discussion was held regarding average square footage of homes, location of development, price range and plot size.

Chair Catherine Rowse opened the public hearing at 7:31PM.

Residence from the area spoke, noting their concerns regarding flooding, parking, car break ins, deer, traffic, dumping and crime. Residence also spoke regarding wanting new houses in the area and the retention pond being a good idea.

The following residents spoke in opposition: Roland Soto and Larry Fay.

The following residents spoke in favor: Karen Nolan Tom Nolan

Resident Sandra Morgan stated that she had seen trash and debris being dumped on the property.

Chair Catherine Rowse closed the public hearing at 7:49PM.

Commissioner Philip Campos made a motion for approval of the proposed amendments to PDD #2022-31, which was seconded by Commissioner Andrea Roofe. The motion carried unanimously.

Voting Yea: Commissioners Campos, Roofe, Martinez, Matta, Blackmore, Chair Rowse, and 2<sup>nd</sup> Alternate Gomez.

Voting Nay: None

1. Presentation and Discussion to Consider a Recommendation on a Request to Waive Fees for an Amendment to Planned Development District #2022-31 - M. Teague, Planning and Zoning Director

Planning and Zoning Director Mindy Teague presented the case information, noting that the \$5,000 fee for amending a PDD was the same as a fee for a new PDD and that the application and review process was much simpler for an amendment. Mrs. Teague suggested a fee of \$1,000, which was in keeping with the amount of work required by staff for this project.

Chair Catherine Rowse opened the public hearing at 7:55 PM and seeing nobody wished to speak closed the public hearing at 7:55 PM.

Commissioner Erick Matta made a motion to recommend approval as presented, which was seconded by Commissioner Andrea Roofe.

Voting Yea: Commissioners Campos, Martinez, Roofe, Matta and Chair Rowse and 2<sup>nd</sup> Alternate Gomez

Voting Nay: Commissioner Blackmore

3. Discussion and Public Hearing to Consider a Recommendation on a Non-Specified Use Request to Allow the Use "Bar" in the O-1 Office with a Specific Use Permit, and in the B-1 Small Business, B-2 Retail, B-3 Commercial, and I-1 Industrial Zoning Districts without a Specific Use Permit (SUP), to Allow the Use "Entertainment – Indoor" in the B-2 and B-3 Zoning Districts without an SUP, and the Use "Entertainment – Outdoor" to be Allowed in the B-2, B-3, and I-1 Zoning Districts without an SUP- R. Salinas, Director of Economic Development

Director of Economic Development Roque Salinas presented the case and a discussion was held regarding SUP requirements for a bar in an area zoned for offices, that Bandera Road backs up into a neighborhood for almost its entire length, the number of vacant properties and spaces on Bandera Road, family-oriented bar or mixed-use bar, why change the code, problems, police, revenue, safety, Master Plan content, the Longtab Brewing Company, mitigating risks, restrictions on establishments, the existing noise ordinance, revitalizing the city, and the community wanting more entertainment in area.

Chair Catherine Rowse opened the public hearing at 8:43 PM and seeing nobody wished to speak, she closed the public hearing at 8:43 PM. She then asked the Commissioners to vote on each amendment separately as follows:

**Entertainment - Outdoor - Change B-2, B-3, and I-1 to permitted in the Permitted Use Table**

Commissioner Pat Martinez made a motion to approve the change as presented, which was seconded by Commissioner Philip Campos.

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

Voting Nay: Commissioner Blackmore and 2nd Alternate Gomez

**Entertainment - Indoor - Change B-2, B-3, and I-1 to permitted in the Permitted Use Table**

Commissioner Andrea Roofe made a motion to approve the change as presented, which was seconded by Commissioner Philip Campos.

Voting Yea: Commissioners Roofe, Campos, Martinez, Matta, and Chair Rowse  
Voting Nay: Commissioners Blackmore and 2<sup>nd</sup> Alternate Gomez

**Bar - Change to SUP in O-1 and Permitted in B-1, B-2, B-3, and I-1 in the Permitted Use Table**

Commissioner Erick Matta made a motion to approve the change as presented, which was seconded by Commissioner Andrea Roofe.

Chair Catherine Rowse requested a roll call vote. Planning and Zoning Director Mindy Teague proceeded with a roll call vote as follows:

Voting Yea - Commissioners Campos, Matta, Chair Rowse, and Martinez

Voting Nay - Commissioner Blackmore and 2<sup>nd</sup> Alternate Gomez

Chair Rowse announced the motion carried.

4. Workshop to Discuss Revisions to the Leon Valley Code of Ordinances, Chapter 15 Zoning to Eliminate the General, Sustainability, and Commercial/Industrial Standards and Districts - M. Teague, Planning and Zoning Director

Planning and Zoning Director Mindy Teague presented the information, and a brief discussion was held between the Commissioners and Public Works Director Melinda Moritz to approve moving the definitions, intent, parking, landscaping, and lighting requirements from the General Overlay Standards to other pertinent areas of the Zoning Code. Ms. Moritz noted that the changes would be brought back to the Commissioners as red lined text at a later date.

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

Chair Catherine Rowse reminded everyone to go vote.

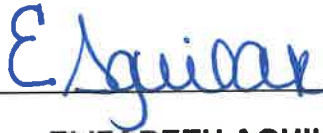
Commissioner Campos asked that snacks be made available at the meetings.

## 5. ADJOURNMENT

Chair Catherine Rowse announced the meeting adjourned at 8:55 pm.

*These minutes were approved by the Leon Valley Planning & Zoning Commission on the 23<sup>rd</sup> of May 2023.*

ATTEST:



**ELIZABETH AGUILAR**  
PERMIT TECHNICIAN

APPROVED

  
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**EDWARD ALONZO**  
1<sup>ST</sup> VICE CHAIR