



**City of Leon Valley
PLANNING AND ZONING COMMISSION
MEETING MINUTES
6:30 PM – November 12, 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 Voting member
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
Chair	Erick Matta	Place 6 Voting member
Commissioner	Cynthia Koger	Place 7 Voting member
2 nd Alternate	Beth Mursch	Nonvoting member

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

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Planning & Zoning Commission - Regular Meeting - September 22, 2024

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

3. OLD BUSINESS

1. Discussion and Possible Action to Recommend Amending 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 - S. Huerta, Planning and Zoning Director

Planning and Zoning Director Susana Huerta presented the revisions to Chapter 15 Zoning, Division 6 Divisions, Boundaries, and Use Regulations, Section 15.02.327 Planned Development District.

A brief discussion was held regarding the proposed revisions.

Chair Matta opened the public hearing at 6:51 PM. Seeing that nobody wished to speak, Chair Matta closed the public hearing at 6:52 PM.

Economic Director Roque Salinas advised the Commission that this was a Final Draft and no action was needed.

4. NEW BUSINESS

1. Presentation, Discussion, Public Hearing, and Action to Approve a Plat/Replat of Seneca Trails Phase I Subdivision, an Approximately 39.060-Acre Tract of Land, Being a Portion of the Grass Hill Estates Subdivision; Good Samaritan Lodge Subdivision; P1, ABS 399, CB 4429; P-11, ABS 432, CB 4430; and P-13, ABS 432, CB 4430, Located Along Samaritan Drive - R. Salinas, Director of Economic Development

Economic Director Salinas presented the case information. 1st Vice-Chair Fernandez asked about changes to the plat. Mr. Charles Matthews, a citizen, inquired if the number of homes was increasing. Developer Samir Chegade informed the Commission that the number of lots had decreased. Brooke Lindholm, development engineer for the project, explained the need for a replat.

Chair Matta opened the public hearing at 6:57PM. Chair Matta closed the public hearing at 7:02PM.

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

Voting Yea: 2nd Vice-Chair Roofe, 1st Vice-Chair Fernandez, Chair Matta and Commissioners Gomez, Martinez, Perry and Koger.

Voting Nay: None

2. Presentation, Discussion, and Action to Consider Approval of a Plat of a 5.949-Acre Tract of Vacant Land, Known as P-46, ABS 664, CB 4446, Poss Landing Subdivision Unit II, Senna Phase 2, located at 7205 Huebner - R. Salinas, Economic Development Director Salinas presented the case information. A brief discussion was held between the Commissioners and Mr. Salinas regarding the entrances to the property.

Chair Matta opened the public hearing at 7:05 PM.

2nd Alternate Mursch had a question regarding a street name within the proposed development. Mr. Salinas explained that the street name selection was at the discretion of the property owner if Bexar County and CPS had no objections.

Chair Matta closed the public hearing at 7:06 PM.

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

Voting Yea: 2nd Vice-Chair Roofe, 1st Vice-Chair Fernandez, Chair Matta, and Commissioners Gomez, Martinez, Perry and Koger.

Voting Nay: None

5. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

Mr. Salinas introduced the new Planning and Zoning Director Susana Huerta and advised the Commissioners that there was no December meeting scheduled. He gave the Commissioners information on the Blue Santa program.

6. ADJOURNMENT

Chair Erick Matta announced the meeting adjourned at 7:09 PM.

These minutes were approved by the Leon Valley Planning & Zoning Commission on the 28th of January 2025.

APPROVED

ERICK MATTA
CHAIR

ATTEST: _____
SUSANA HUERTA
PLANNING AND ZONING DIRECTOR