



City of Leon Valley
PLANNING AND ZONING COMMISSION
MEETING MINUTES
6:30 PM – NOVEMBER 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 6:34 PM.

PRESENT

Commissioner	Andrea Roofe	Place 2	Tardy 6:36PM
Chair	Cassie Rowse	Place 5	
2nd Vice Chair	Erick Matta	Place 6	
Commissioner	Richard Blackmore	Place 7	
Commissioner	Hilda Gomez	Place 3	
Commissioner	David Perry	Place 1	
2 nd Alternate	Mary Ruth Fernandez	Seated to Vote	
3 rd Alternate	Gregory Meffert		

ABSENT

Commissioner	Pat Martinez	Place 4	Excused
1 st Alternate	Thomas Dillig	Excused	
Council Liaison	Benny Martinez	Excused	

Also in attendance were Planning & Zoning Director Mindy Teague and Permit Technician Elizabeth Aguilar.

2. APPROVAL OF ZONING COMMISSION MINUTES

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

Commissioner Roofe made a motion to approve the minutes as presented, which was seconded by Alternate Fernandez. The motion carried unanimously.

3. NEW BUSINESS

1. Presentation, Public Hearing, Discussion, and Possible Action to Approve a Re-plat for Whataburger located 7016 Bandera Rd, CB N.C.B. 4446, Lot 3, Block 1, Being Bandera Heights Subdivision - M. Teague, Planning and Zoning Director

Planning and Zoning Director Teague presented the case information, and a brief discussion was held regarding the reason for the replat, site ingress/egress, traffic and construction impact, opening date, location of easements, factors for selecting this

location for the new building style, a possible tour of the new facility, and the design of the building.

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

Commissioner Roofe made a motion to accept the replat as presented, which was seconded by Commissioner Perry. The motion carried unanimously.

Voting Yea: Chair Rowse, 1st Vice Chair Matta and Commissioners Roofe, Perry, Blackmore, Gomez, and 3rd Alternate Fernandez

Voting Nay: None

4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

Planning and Zoning Director Mindy Teague introduced Deputy Fire Marshal Jeremie Ross. Mrs. Teague also reminded the Commissioners that the next meeting would be held on December 12, 2023.

Chair Catherine Rowse announced that the 2nd Vice-chair vacancy needed to be filled.

Commissioner Roofe nominated herself for the position. A vote was conducted, with all Commissioners in favor and none opposed. Commissioner Roofe was selected for the 2nd Vice-Chair position.

5. ADJOURNMENT

Chair Rowse announced the meeting adjourned at 6:56 PM.

These minutes were approved by the Leon Valley Planning & Zoning Commission on the 12th of December 2023.

APPROVED



CATHERINE ROWSE
CHAIR

ATTEST: 

ELIZABETH AGUILAR
PERMIT TECHNICIAN

