



City of Leon Valley
PLANNING AND ZONING COMMISSION
MEETING MINUTES
6:30 PM – AUGUST 22, 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 6:39 PM.

PRESENT

Commissioner	Andrea Roofe	Place 2	
Commissioner	Pat Martinez	Place 4	
Chair	Cassie Rowse	Place 5	
2nd Vice Chair	Erick Matta	Place 6	Tardy 7:06PM
Commissioner	Richard Blackmore	Place 7	
2 nd Alternate	Thomas Dillig		Seated to Vote
3 rd Alternate	Mary Ruth Fernandez		Seated to Vote
Council Liaison	Benny Martinez		

ABSENT

1st Vice Chair	Edward Alonzo	Place 1	Excused
Commissioner	Hilda Gomez	Place 3	Excused
1 st Alternate	David Perry		Unexcused

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 - July 25, 2023

Commissioner Roofe made a motion to approve the minutes, which was seconded by Commissioner Blackmore. The motion carried unanimously.

3. NEW BUSINESS

1. Presentation, Public Hearing, and Discussion to Consider a Recommendation on an Ordinance Revising Chapter 15 Zoning, Division 6, Section 15.02.306 (R-1 Single-Family Dwelling District) to Allow Accessory Buildings in the Side Yard - M. Teague, Planning and Zoning Director

Ms. Moritz presented the case information, and a brief discussion was held between Ms. Moritz and Commissioner Martinez on why a pool is considered an accessory building.

Chair Rowse opened the public hearing at 6:42PM, seeing that nobody wished to speak, closed the public hearing at 6:43PM.

Commissioner Roofe made a motion to approve the case as presented, which was seconded by 2nd Alternate Dillig. The motion carried unanimously.

Voting Yea: Chair Rowse and Commissioners Roofe, Martinez, Blackmore, Dillig and Fernandez.

Voting Nay: None

2. 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

Ms. Moritz presented the information, and a brief discussion was held between the Commissioners and Ms. Moritz about removing sections of the supplementary architectural regulations. The Commissioners recommended the removal of the supplementary architectural regulations.

4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

Ms. Moritz explained to the Commissioners that the Sustainability Overlay regulations were only mentioned in the Master Plan on two pages and that the language in the Plan can be easily revised to remove the references.

Permit Technician Aguilar explained the PowerPoint printouts for each Commissioner from the Planning and Zoning Workshop.

Chair Rowse welcomed the new members 3rd Alternate Fernandez and 2nd Alternate Dillig. She also reminded everyone that school would be starting the next week and to be mindful of the school zones and children.

Ms. Moritz mentioned that there will be some street work underway soon at Seneca, Poss and Timco West which might present some difficulties for travelers in those area for a short while.

Chair Rowse reminded everyone that the next meeting will be on September 26, 2023.

5. ADJOURNMENT

Chair Rowse announced the meeting adjourned at 7:28 pm.

These minutes were approved by the Leon Valley Planning & Zoning Commission on the 26th of September 2023.

APPROVED

CATHERINE ROWSE
CHAIR

ATTEST:

ELIZABETH AGUILAR
PERMIT TECHNICIAN