



**City of Leon Valley
PLANNING AND ZONING COMMISSION
MEETING MINUTES
6:30 PM – OCTOBER 22, 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 6:32PM.

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
1 st Alternate	Abraham Diaz	Nonvoting member
2 nd Alternate	Beth Mursch	Nonvoting member
3 rd Alternate	Olen Yarnell	Nonvoting member
Council Liaison	Benny Martinez	Nonvoting member

Also in attendance were Economic Director Roque Salinas, Public Works Director Melinda Moritz, City Council Members Rey Orozco, and Betty Heyl.

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Planning & Zoning Commission - Regular Meeting - September 24, 2024

Olen Yarnell requested to be recognized to comment on the minutes. His question regarding him as a member of the public. Staff answered his question and moved on.

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

2. NEW 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 - M. Moritz, Public Works Director

Public Works Director Melinda Moritz 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, on moving the criteria portion closer to the beginning and defining what a superior building is.

Chair Matta opened the public hearing at 6:53PM. Seeing that nobody wished to speak, Chair Matta closed the public hearing at 6:54PM.

The Commissioners decided to bring back the final draft at the next meeting in November.

2. Presentation, **Public Hearing**, and Possible Recommendation to Consider Approval of a Request to Amend Specific Use Permit PZ-2021-5, Construction of Automobile Storage Canopies, to Add Self-Service Storage Units, on a 4.89-acre Tract of Land, Located at 5426 Grissom Road, Being Lot 103, Block 101, CB 4433, Vaughn-Watson Subdivision - R. Salinas, Planning and Zoning Director.

Economic Director Roque Salinas presented the case information. A brief discussion was held between the Commissioners, the property owner and Mr. Salinas regarding the area of the Amended Specific Use Permit, size of the units and what they will be used for, the public street on Timberhill and do they own the property.

Chair Matta opened the public hearing at 7:00PM.

Mr. Olen Yarnell asked for which the two larger buildings were used.

Ms. Beth Mursch asked about the number of letters that were sent out to the public notice and who they were.

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

1st Vice-Chair Fernandez made a motion to accept the case as presented, which was seconded by Commissioner Perry. 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

3. Presentation, Discussion, and Action Consider Approval of a Plat, being a 5.949-acre tract of land, Known as P-46, ABS 664, CB 4446, Poss Landing Subdivision Unit II, located at 7205 Huebner - R. Salinas, Director of Economic Development

Economic Director Roque 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 7:06PM.

Olen Yarnell had question regarding why the BCAD map stated the property was in San Antonio.

Beth Mursch had a question regarding the entrances to the property.

Chair Matta closed the public hearing at 7:08PM.

2nd Vice-Chair Roofe made a motion to accept the case as presented, which was seconded by Commissioner Perry. 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

4. Presentation, Discussion, and Action to Consider Approval of a Preliminary Plat of Seneca Trails Phase I Subdivision Being 39.060-Acre Tract of Land, Being a Portion of the Grass Hill Estates Subdivision; Good Samaritan Lodge Subdivision; P-1, 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 Roque Salinas presented the case.

Chair Matta opened the public hearing at 7:12PM.

Mr. Samir Chehade presented the Phase I Plat and honored Public Works Director Melinda Moritz on the name of the community. A brief discussion was held between Mr. Chehade and the Commissioners regarding the floodplain once building commenced.

Olen Yarnell had questions but were already answered with the presentation.

Chair Matta closed the public hearing at 7:20PM.

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

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

Voting Nay: None

- 5. Discussion and Action - Select an Alternate Meeting Date for the December 2024 Meeting Date - Commissioners

The next meeting will be held on November 12, 2024, at 6:30pm.

The December meeting will be held on December 4, 2024. If no cases are ready for December, the meeting will be cancelled.

4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

No announcements

5. ADJOURNMENT

Chair Erick Matta announced the meeting adjourned at 7:27PM.

These minutes were approved by the Leon Valley Planning & Zoning Commission on the 12th of November 2024.

APPROVED

ERICK MATTA
CHAIR

ATTEST: _____
ROQUE SALINAS
ECONOMIC DEVELOPMENT DIRECTOR

