



**City of Leon Valley  
PLANNING AND ZONING COMMISSION  
MEETING MINUTES  
6:30 PM – JULY 22, 2025  
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 Erick Matta called the Planning and Zoning Commission meeting to order at 6:30 PM.

**PRESENT**

Commissioner	Pat Martinez	Place 4 Voting member
1 <sup>st</sup> Vice-Chair	Mary Ruth Fernandez	Place 5 Voting member
Council Liaison	Phillip Campos	Council Member
Chair	Erick Matta	Place 6 Voting member
2nd Vice Chair	Andrea Roofe	Place 2 Voting member
1 <sup>st</sup> Alternate	Olen Yarnell	Voting member
2nd Alternate	Russell Hernandez	Voting member
Commissioner	David Perry	Place 1 Voting member
Commissioner	Abraham Diaz	Place 3 Voting member

Commissioner Koger had an excused absence.

Also, in attendance were City Manager Crystal Caldera and Planning and Zoning Director Susana Huerta.

**2. APPROVAL OF ZONING COMMISSION MINUTES**

1. Discussion and Action to Consider Approval of the June 24, 2025, Planning and Zoning Commission Meeting Minutes - S. Huerta, Planning and Zoning Director

Commissioner Perry made a motion to approve the minutes which was seconded by Commissioner Roofe. The motion carried unanimously with a vote of 6 to 0.

**3. NEW BUSINESS**

1. Presentation, Public Hearing, and Possible Action to Consider Approval of a Replat Establishing Seneca Trails Offsite Improvements Being a Total of 1.60 acres, Establishing Right-of-Way, in County Block 4430 in the City of Leon Valley, Bexar County, Texas, Being Portions of Lot 1 & 2, Block 1, of the Grass Hill Estates Lots 1 & 2 Subdivision and Includes Portions of 14' and 28' Gas, Electric, Telephone and Cable Television Utility Easements to be Removed as Shown on and Recorded in Volume 20003, Page 1262 of the Plat Records of Bexar County, Texas, Located at 6530 Samaritan Dr.- S. Huerta, Planning and Zoning Director

Commissioner Roofe made a motion to approve the Replat request. The motion was seconded by Commissioner Fernandez. The motion passed with a vote of 6 to 0.

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

No announcements were made.

#### **5. ADJOURNMENT**

Chair Matta announced the meeting adjourned at 6:52 PM.

*These minutes were approved by the Leon Valley Planning & Zoning Commission on the 26th of August 2025.*

APPROVED

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**ERICK MATTA**  
CHAIR

ATTEST: \_\_\_\_\_  
**SUSANA HUERTA, AICP**  
PLANNING AND ZONING DIRECTOR