



**City of Leon Valley**  
**PLANNING AND ZONING COMMISSION**  
**MEETING MINUTES**  
**6:30 PM – MAY 28, 2024**  
**Leon Valley City Council Chambers**  
**6400 El Verde Road, Leon Valley, TX 78238**

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**1. CALL TO ORDER AND ROLL CALL**

1st Vice-Chair Erick Matta called the Planning & Zoning Commission meeting to order at 6:33PM.

**PRESENT**

Commissioner	David Perry	Place 1
Commissioner	Hilda Gomez	Place 3
Commissioner	Pat Martinez	Place 4
1 <sup>st</sup> Vice-Chair	Erick Matta	Place 6
Commissioner	Richard Blackmore	Place 7
2 <sup>nd</sup> Alternate	Mary Ruth Fernandez	Seated to Vote
3 <sup>rd</sup> Alternate	Cynthia Koger	Seated to Vote
Council Liaison Benny Martinez		

**ABSENT**

2nd Vice Chair	Andrea Roofe	Place 2 – unexcused
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The previous Chair, Cassie Rowse, submitted her resignation from the Commission on May 22, 2024, so 1<sup>st</sup> Vice Chair Matta acted as Chair in her absence. Also present were Public Works Director Melinda Moritz, Economic Development Director Roque Salinas, City Council Member Rey Orozco, City Council Member Betty Heyl, and Permit Technician Elizabeth Aguilar

**2. APPROVAL OF ZONING COMMISSION MINUTES**

2<sup>nd</sup> Alternate Mary Ruth Fernandez made a motion to approve the minutes as presented, which was seconded by Commissioner Blackmore. The motion carried unanimously.

**3. NEW BUSINESS**

1. Presentation, Public Hearing, and Possible Action to Approve a Replat of Lot 19, Block 5, CB 4429, Bandera Exchange Subdivision Unit 13-A to Lots 24 and 25, Block 5, CB 4429, River City Wurzbach Subdivision, Being a 2.886 Acre Tract of Land Located in the 5300 Block of Wurzbach Road - M. Moritz, Public Works Director

Economic Development Director Roque Salinas presented the case information, and a brief discussion was held between the Commissioners and Mr. Salinas regarding the location and occupancy status of the buildings.

Acting Chair Matta opened the public hearing at 6:37 p.m., asking if anyone wished to speak on this item. Seeing no one, Acting Chair Matta closed the public hearing at 6:38 p.m.

Commissioner Perry made a motion to approve the replat as presented, which was seconded by Commissioner Gomez.

Voting Yea: Acting Chair Matta, Commissioners Martinez, Blackmore, Gomez, Perry, Alternates Fernandez and Koger.

Voting Nay: None

2. Discussion and Possible Recommendation to Amend 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 proposed revisions to Chapter 15 Zoning, Division 6 Divisions, Boundaries, and Use Regulations, Section 15.02.327 Planned Development District, noting that there had been several comments that applicants requesting a zone change to this District may have been using it to circumvent the Board of Adjustment variance procedures, as they had proposed traditional neighborhood layouts with only variances to the lot size and street width regulations.

A brief discussion was held regarding the proposed revisions, previous discussions on the types of residential uses, how revisions might affect current and future developments, the manners in which the Commissioners could respond, differences between City of San Antonio and Leon Valley Planned Development District regulations, and the potential reduction in flexibility of the zoning district for the city regarding basic code.

Commissioner Blackmore made a motion to table the item to the next meeting to allow Commissioners to review the material. The motion was seconded by acting Chair Matta, and it carried unanimously.

Voting Yea: Acting Chair Matta, Commissioners Martinez, Blackmore, Gomez, Perry, Alternates Fernandez and Koger.

Voting Nay: None

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

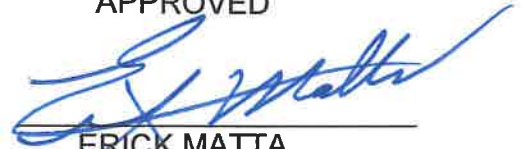
Public Works Director informed everyone that there will be a meeting on June 25, 2024.

**5. ADJOURNMENT**

Acting Chair Matta announced the meeting adjourned at 6:54PM.

*These minutes were approved by the Leon Valley Planning & Zoning Commission on the 25<sup>th</sup> of June 2024.*

APPROVED



ERICK MATTA  
ACTING CHAIR

ATTEST:

  
ELIZABETH AGUILAR  
PERMIT TECHNICIAN