



**City of Leon Valley
PLANNING AND ZONING COMMISSION
MEETING MINUTES
6:30 PM – DECEMBER 14, 2022
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 6:35 PM.

PRESENT

Chair	Cassie Rowse	Place 5
1st Vice Chair	Edward Alonzo	Place 1
2nd Vice Chair	Erick Matta	Place 6
Commissioner	Philip Campos	Place 3
Commissioner	Richard Blackmore	Place 7
2nd Alternate	Andrea Roofe	
3rd Alternate	David Perry	

ABSENT

Commissioner	Pat Martinez	Place 4	Excused
1st Alternate	Kimberly Bohl		Excused
Council Liaison	Benny Martinez	Council Place 1	

Also in attendance were Public Works Director Melinda Moritz, and Permit Technicians Elizabeth Aguilar and Melissa Nott.

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Planning & Zoning Commission – Regular Meeting – December 14, 2022

Commissioner Campos made a motion to approve the minutes, which was seconded by Commissioner Erick Matta. The motion carried unanimously.

3. NEW BUSINESS

1. To consider and make a recommendation on Zoning Case 2022-36, a request for a zone change from B-1 Small Business District, with SO, Sustainability Overlay District Zoning to R-3 Multi-Family Dwelling District, on a 0.854-acre tract of land located in the 7500 block of Huebner Road between Hoofs and Evers.

Staff member Melinda Moritz presented the case information and a discussion was held by the Commissioners and the applicant regarding the future plans for the property, parking, future traffic impact and whether or not to impose the Sustainability Overlay District on the property as well.

Commissioner Edward Alonzo made a motion to recommend approval of the request with the stipulation that the Sustainability Overlay District remain on the property. The motion was seconded by Commissioner Andrea Roofe, and the motion carried unanimously.

Voting Yea: Chair Rowse, and Commissioners Alonzo, Roofe, Matta, Campos, Blackmore, and Perry.

Voting Nay: None.

2. Discussion and Action – Recommendation to fill vacant Place 2 Commissioner’s Seat – Commissioners

Commissioner Blackmore made a motion for 2nd Alternate Roofe to fill the vacant Place 2 Commissioner’s Seat, which was seconded by Commissioner Philip Campos, and the motion carried unanimously.

Voting Yea: Chair Rowse, and Commissioners Blackmore, Campos, Alonzo, Matta, Roofe and Perry.

Voting Nay: None.

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

Staff Member Moritz wished the Commissioners a Great Christmas and Happy New Year.

Commissioner Philip Campos thanked all staff for their hard work.

Commissioner Richard Blackmore wish all staff, fire, and police a Merry Christmas.

5. **ADJOURNMENT**

Chair Catherine Rowse announced the meeting adjourned at 6:58 PM.

These minutes approved by the Leon Valley Planning & Zoning Commission on the 24th of January 2023.

APPROVED

CATHERINE ROWSE
CHAIR

ATTEST: _____

ELIZABETH AGUILAR
PERMIT TECHNICIAN