



City of Leon Valley
PLANNING AND ZONING COMMISSION
MEETING MINUTES
6:30 PM – SEPTEMBER 26, 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 6:34 PM.

PRESENT

1st Vice Chair	Edward Alonzo	Place 1
Commissioner	Andrea Roofe	Place 2
Commissioner	Hilda Gomez	Place 3
Commissioner	Pat Martinez	Place 4
Chair	Cassie Rowse	Place 5
2nd Vice Chair	Erick Matta	Place 6
Commissioner	Richard Blackmore	Place 7
1st Alternate	David Perry	
3rd Alternate	Mary Ruth Fernandez	
Council Liaison	Benny Martinez	

ABSENT

2 nd Alternate	Thomas Dillig	Excused
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Also in attendance were Planning & Zoning Director Mindy Teague and Permit Technician Elizabeth Aguilar.

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Planning & Zoning Commission - Regular Meeting - August 22, 2023

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

3. NEW BUSINESS

1. Workshop to Discuss Eliminating the Gateway Overlay Standards and Districts - M. Teague, Planning and Zoning Director

Ms. Teague presented the information and a brief discussion was held between the Commissioners and Ms. Teague about removing the Gateway Overlay District. The Commissioners recommended the removal of the Gateway Overlay District.

2. Discussion and Presentation on the Duties of the Planning and Zoning Commission as They Relate to the Capital Improvement Advisory Committee (CIAC) for the Purpose of Updating Water and Sewer Impact Fees - M. Teague, Planning and Zoning Director

Ms. Teague presented the information on the duties of the Planning and Zoning Commission as they relate to the Capital Improvement Advisory Committee (CIAC).

Mr. James Hoelscher with Ardurra presented information on the 2023 Impact Fee Review. A brief discussion was held between the Commissioners and Mr. Hoelscher about who will pay the impact fees, who owns water rights to sell, impact fee calculations, the accuracy of the cost per acre-foot of water, replacement of the Marshall Elevated Storage Tank regarding cost, reasons why, and if other cities are replacing their storage tanks.

4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

Chair Rowse announced that the Capital Improvement Advisory Committee (CIAC) will meet on October 24, 2023, at 6:00 PM.

Chair Rowse announced that the meeting in November will take place on November 28, 2023 and in December the meeting will take place on December 12, 2023.

1st Vice Chair Alonzo announced this is his last meeting and thanked everyone.

5. ADJOURNMENT

Chair Rowse announced the meeting adjourned at 7:26 pm.

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

APPROVED

CATHERINE ROWSE
CHAIR

ATTEST: _____

ELIZABETH AGUILAR
PERMIT TECHNICIAN