



**City of Leon Valley  
PLANNING AND ZONING COMMISSION  
MEETING MINUTES  
6:30 PM – APRIL 25, 2023  
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 Edward Alonzo called the Planning and Zoning Commission meeting to order at 6:31 PM.

**PRESENT**

1st Vice Chair	Edward Alonzo	Place 1
Commissioner	Andrea Roofe	Place 2
Commissioner	Philip Campos	Place 3
Commissioner	Pat Martinez	Place 4
Commissioner	Richard Blackmore	Place 7
3rd Alternate	David Perry	Seated to Vote

**ABSENT**

Chair	Cassie Rowse	Place 5	Excused
2nd Vice Chair	Erick Matta	Place 6	Unexcused
1st Alternate	Kimberly Bohl		Unexcused
2nd Alternate	Hilda Gomez		Unexcused

Also in attendance were Planning and Zoning Director Mindy Teague and Permit Technicians Elizabeth Aguilar and Carolyn Valdez.

**2. APPROVAL OF ZONING COMMISSION MINUTES**

1. Planning & Zoning Commission - Regular Meeting – April 25, 2023

Commissioner Philip Campos made a motion to approve the minutes, which was seconded by Commissioner Andrea Roofe. The motion carried unanimously.

**3. NEW BUSINESS**

1. Presentation, Public Hearing, and Discussion to Consider a Recommendation on a Replat, with Variance Requests, of 0.3342-acre Tract of Land, Being Lot 4, Block 3, CB 9903, Brisa Estates at Leon Valley Subdivision, Located at 5301 Brisa Estates - M. Teague, Planning and Zoning Director

Planning and Zoning Director Mindy Teague presented the case information, and a brief discussion was held between Commissioners and Planning and Zoning Director Mindy Teague regarding the location of the property.

1st Vice Chair Edward Alonzo opened the public hearing at 6:37 PM.

Residents from the area spoke, noting their concerns regarding flooding, easement, upkeep of the property, flooding of the street, HOA, drainage, and the possible need for underground drainage.

The following residents spoke in favor but had concerns: Ryan Brill, Monica Alexander, Charles Heaton, Carlos Alexander and Christian Laurentiu.

Claudia Davalos with MF Investments and Construction, Inc. spoke about the confusion regarding the upkeep of the property when they first purchased the property but understands that it is their full responsibility to keep up with the property.

1st Vice Chair Edward Alonzo closed the public hearing at 7:13 PM.

Commissioner Philip Campos made a motion to recommend approval with variances, which was seconded by Commissioner Richard Blackmore. The motion carried unanimously.

Voting Yea: 1st Vice Chair Alonzo and Commissioners Campos, Blackmore, Roofe, Martinez and 3rd Alternate Perry

Voting Nay: None

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

Planning and Zoning Director Mindy Teague introduced Permit Technician Carolyn Valdez to the Commissioners. She also wanted to congratulate Commissioner Philip Campos on his election to the City Council.

Commissioner Richard Blackmore wanted to acknowledge the Fire Department, Chief Naughton, and all the firefighters for helping him when he needed it last week. He explained that they responded quickly, efficiently, and professionally. He also wanted to remind everyone about Memorial Day weekend and remember those not with us today.

Commissioner Philip Campos wanted to thank all the Commissioners for the time they worked together.

1st Vice Chair Edward Alonzo congratulated Councilor Benny Martinez, Commissioner Philip Campos, and Councilor Will Bradshaw.

## 5. ADJOURNMENT

1st Vice Chair Edward Alonzo announced the meeting adjourned at 7:20 PM.

*These minutes were approved by the Leon Valley Planning & Zoning Commission on the 26<sup>th</sup> of June 2023.*

APPROVED

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**CATHERINE ROWSE**  
CHAIR

ATTEST: \_\_\_\_\_

**ELIZABETH AGUILAR**  
PERMIT TECHNICIAN