



**City of Leon Valley**  
**PLANNING AND ZONING COMMISSION**  
**MEETING MINUTES**  
**6:30 PM – JUNE 27, 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 6:34 PM.

**PRESENT**

1st Vice Chair	Edward Alonzo	Place 1
Commissioner	Andrea Roofe	Place 2
Commissioner	Richard Blackmore	Place 7
2nd Alternate	Hilda Gomez	
3rd Alternate	David Perry	

**ABSENT**

Commissioner	Pat Martinez	Place 4	Excused
Chair	Cassie Rowse	Place 5	Excused
2nd Vice Chair	Erick Matta	Place 6	Excused
1st Alternate	Kimberly Bohl		Unexcused
Council Liaison	Benny Martinez		

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 - May 23, 2023

Commissioner Andrea Roofe made a motion to approve the minutes with the correction to the date, which was seconded by Commissioner Richard Blackmore. The motion carried unanimously.

**3. NEW BUSINESS**

1. Presentation and Discussion to Consider Approving a Final Plat, of Approximately Ten (10) Acre Tract of Land, Establishing Poss Landing Subdivision, Generally Located at 7213 Huebner - M. Teague, Planning and Zoning Director

Planning and Zoning Director Mindy Teague presented the case information, and a brief discussion was held between the application, Kyle Hudek with Cude Engineering, and the Commissioners regarding the private streets, one entrance/exit, finances and when they will be starting construction.

Commissioner Richard Blackmore made a motion to approve the plat as presented, which was seconded by Commissioner Andrea Roofe. The motion carried unanimously.

Voting Yea: 1<sup>st</sup> Vice Chair Alonzo and Commissioners Roofe, Blackmore, Gomez, and Perry.

Voting Nay: None

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

Commissioner Richard Blackmore made a motion to nominate 2nd Alternate Hilda Gomez to fill the vacant Commissioner 3 seat, which was seconded by 3rd Alternate David Perry. The motion carried unanimously.

Motion made by Commissioner 7 Blackmore, Seconded by 3rd Alternate Perry.  
Voting Yea: 1st Vice Chair Alonzo and Commissioners Blackmore, Perry, Roofe and Gomez

Commissioner Richard Blackmore and 2nd Alternate Hilda Gomez discussed how difficult the new website is to maneuver through.

5. ADJOURNMENT

1st Vice Chair Edward Alonzo announced the meeting adjourned at 6:58 PM.

*These minutes were approved by the Leon Valley Planning & Zoning Commission on the 25<sup>th</sup> of July 2023.*

APPROVED

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CATHERINE ROWSE  
CHAIR

ATTEST: \_\_\_\_\_  
  
ELIZABETH AGUILAR  
PERMIT TECHNICIAN