



City of Leon Valley PLANNING AND ZONING COMMISSION MEETING MINUTES

Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, August 26, 2025, at 6:30 PM

1. CALL TO ORDER AND ROLL CALL

Chair Erick Matta called the Planning and Zoning Commission meeting to order at 6:30 PM.

PRESENT

Commissioner	Pat Martinez	Place 4 Voting member
1 st Vice-Chair	Mary Ruth Fernandez	Place 5 Voting member
Council Liaison	Phillip Campos	Council Member
Chair	Erick Matta	Place 6 Voting member
2nd Vice Chair	Andrea Roofe	Place 2 Voting member
2nd Alternate	Russell Hernandez	Voting member
Commissioner	David Perry	Place 1 Voting member
Commissioner	Abraham Diaz	Place 3 Voting member

First Alternate Yarnell had an unexcused absence due to failure to advise the Chairperson directly.

Also, in attendance were City Manager Crystal Caldera and Planning and Zoning Director Susana Huerta.

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Discussion and Action to Consider Approval of the July 22, 2025, Planning and Zoning Commission Meeting Minutes - S. Huerta, Planning and Zoning Director

Commissioner Roofe made a motion to approve the minutes which was seconded by Commissioner Fernandez. The motion carried unanimously with a vote of 7 to 0.

3. NEW BUSINESS

1. Presentation, Public Hearing, and Possible Action to Consider Approval of a Replat and Subdivision Plat Establishing Seneca Trails Phase II Subdivision being a total of 19.857 acres, establishing Lots 21-53 and 900 Block 1, Lots 78-102 and 901 Block 2, Lots 1-24 and 900 Block 8, Lots 1-17 Block 9, Lots 1-23 and 900 Block 10, Lots 1-15 Block 11, County Block 4430, Comprised of 8.941 acre portion of Lot 1, Block 1 and a 9.430 acre portion of Lot 2, Block 1, County Block 4430, Grass Hill Estates in the City of Leon Valley, Bexar County, Texas, being portions of Lot 1 & 2, Block 1, of the Grass Hill Estates recorded in Volume 20003, Page 1262 of the Plat Records of Bexar County,

Texas. Including a 0.132 acre tract of that 48.684 acre tract in deed recorded in Document No. 20240215993 of the official public records of Bexar County, Texas, a 1.353 acres of that called 1.377 acre, called Samaritan Drive, a variable width public right-of-way, said 1.377 acre tract abandoned by ordinance by the City of Leon Valley, Bexar County, Texas, situated in Felix Losoya Survey No. 187, Abstract 432, County Block 4429, Located at 6530 Samaritan Dr. - S. Huerta, Planning and Zoning Director

The Applicant Has Requested a 30-Day Extension for This Request.

No action was required on this item.

4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

Ms. Huerta announced her resignation from her employment with the City.

5. ADJOURNMENT

Chair Matta announced the meeting adjourned at 6:36 PM.

These minutes were approved by the Leon Valley Planning & Zoning Commission on the 23rd of September 2025.

APPROVED


ERICK MATTA
CHAIR

ATTEST:


MICHAEL GALLARDO
PLANNING AND ZONING DIRECTOR

