



**CITY OF LEON VALLEY
PLANNING & ZONING COMMISSION**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, March 24, 2026, at 6:30 PM

MINUTES

1. CALL TO ORDER AND ROLL CALL

PRESENT – Voting Members

Commissioner 1 David Perry
Commissioner 4 Donnie Britt
Commissioner 5 Olen Yarnell
Chair, Commissioner 6 Erick Matta
Commissioner 7 Russell Hernandez

ABSENT

2nd Vice Chair, Commissioner 2 Andrea Roofe
Commissioner 3 Abraham Diaz

Also, in attendance was Planning and Zoning Director Michael Gallardo.

Chair Matta called the meeting to order at 6:32 PM. Chair Matta asked if the Commission would be acquiring alternates. He was informed that the Mayor and City Secretary would inform the Commission once an applicant is selected.

2. APPROVAL OF ZONING COMMISSION MINUTES

Discussion and Possible Action Approving of February 24, 2026, Planning and Zoning Commission Meeting Minutes - M. Gallardo, Planning and Zoning Director

Commissioner Yarnell made a motion to approve the minutes as presented. The motion was seconded by Commissioner Britt.

Voting Yea: Commissioner 5 Yarnell, Chair, Commissioner 6 Matta, Commissioner 7 Hernandez, Commissioner 4 Britt, and Commissioner 1 Perry.

The motion passed unanimously.

3. OLD BUSINESS

1. Discussion and Summary of Possible Recommendations for Updating and Amending Chapter 15 Zoning, Article 15.02 Zoning Ordinance, Division 7 Permitted Use Table - M. Gallardo, Planning and Zoning Director

The Planning and Zoning Director informed the Commission that they would receive an updated and condensed version of the Permitted Use Table. The updated version would only include the uses in which the Commission made changes. The Commission will ensure that their suggested changes are included in the updated version. No action taken.

The Commission was also informed of their joint meeting with City Council scheduled for Tuesday, April 28, 2026. The meeting is to discuss the recommendations initiated by the Commission.

4. NEW BUSINESS

1. Discussion and Possible Action Excusing Commissioners and Alternates from the February 24, 2026, Planning and Zoning Commission Meeting in Accordance with Chapter 15 Article 15.02 Zoning Ordinance Division 13 Organization and Enforcement Section 15.02.721- M. Gallardo, Planning and Zoning Director

The Planning and Zoning Director provided the Commission with the list of Commissioners and Alternates that were absent on February 24, 2026, meeting. Chair Matta started the discussion and asked for a motion as to whether the absences would be excused.

Commissioner Yarnell suggested that the ordinance that mandates attendance be revised. Chair Matta agreed with Commissioner Yarnell.

Commissioner Yarnell made a motion to excuse all the absences. The motion was seconded by Commissioner Hernandez.

Voting Yea: Commissioner 5 Yarnell, Chair, Commissioner 6 Matta, Commissioner 7 Hernandez, Commissioner 4 Britt, and Commissioner 1 Perry.

The motion passed unanimously.

2. Presentation, Public Hearing, and Discussion to Consider a Recommendation on a Specific Use Permit Request to Allow a Medical Spa Offering Advanced Aesthetic Treatments in a B-2 Retail District on Approximately 3.38 Acre Tract of Land, Located at 6521 Bandera Road; and More Specifically Described as CB 9925A, Block 7, Lot 9 & 10 - M. Gallardo, Planning and Zoning Director

The Planning and Zoning Director presented the item to the Commission. The Commission was informed that the Specific Use Applicant provides Advanced Aesthetic Treatments with a licensed medical staff member present.

Chair Matta invited the owner, Jorge Zamora, to speak on the item. Mr. Zamora assured the Commission that a medically licensed staff member would facilitate the injectables. Chair Matta asked the applicant about the disposal of supplies. The applicant stated that to comply with state regulations they have hired a company to handle the disposal of medical supplies.

Chair Matta opened the Public Hearing at 6:57 PM. With no public comment, Chair Matta closed the Public Hearing at 6:57 PM.

Chair Matta asked if the Commission would entertain a motion. Commissioner Perry made a motion to approve the Specific Use Permit. The motion was seconded by Commissioner Hernandez.

Voting Yea: Commissioner 5 Yarnell, Chair, Commissioner 6 Matta, Commissioner 7 Hernandez, Commissioner 4 Britt, and Commissioner 1 Perry.

The motion passed unanimously.

3. Presentation, Public Hearing, and Discussion to Consider a Recommendation on a Specific Use Permit Request to Allow an Auto Accessories Sales and Installation Business in a B-2 Retail District on Approximately .89 Acre Tract of Land, Located at 6505 Grissom Road; and More Specifically Described as CB 5784A, Blk, Lot 60, Leon Valley Addition – M. Gallardo, Planning and Zoning Director

The Planning and Zoning Director presented the item to the Commission. The Commission was informed that the Specific Use Applicant provides retail sales of auto accessories with installation. Due to the installation concept of the business requires an SUP.

The Commission briefly discussed the location of the property. The new owner will utilize the existing food truck park and church.

Chair Matta invited the General Contractor, Marek Sieczynski to speak on the item. Mr. Sieczynski provided details to the nature of the business such as car stereo systems and alarms. The installation will take place indoors and noise will not be an issue.

Chair Matta opened the Public Hearing at 7:10 PM. With no public comment, Chair Matta closed the Public Hearing at 7:10 PM.

Chair Matta asked if the Commission would entertain a motion. Commissioner Perry made a motion to approve the Specific Use Permit. The motion was seconded by Commissioner Yarnell.

Voting Yea: Commissioner 5 Yarnell, Chair, Commissioner 6 Matta, Commissioner 7 Hernandez, Commissioner 4 Britt, and Commissioner 1 Perry.

The motion passed unanimously.

5. ADJOURNMENT

Chair Matta announced the meeting adjourned at 7:13 PM.

These minutes were approved by the Leon Valley Planning & Zoning Commission on the 28th of July 2026.

APPROVED



ERICK MATTA
CHAIR

ATTEST:



MICHAEL GALLARDO
PLANNING AND ZONING DIRECTOR

