



CITY OF LEON VALLEY
PLANNING & ZONING COMMISSION
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, March 26, 2024 at 6:30 PM

AGENDA

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Planning & Zoning Commission - Meeting - March 12, 2024

3. NEW BUSINESS

1. Presentation, Public Hearing, Discussion, and Recommendation to Consider a Request to Rezone an Approximately 0.854 Tract of Land From R-3 (Multi-family Dwelling) District to a Planned Development District (PDD) With R-2 (Two-Family Dwelling) Base Zoning, Being the North 133.20 Feet of Lot 7, CB 4445L, Dirt V-Murchison-Huebner Subdivision, Located at 7680 Huebner, Leon Valley, Texas - M. Teague, Planning and Zoning Director
2. Presentation, Public Hearing, Discussion, and Recommendation on a Request for a Specific Use Permit (SUP) on an Approximately 2.32 Acre Tract of Vacant Land, Located in the 5900 Block of Grissom Road, for the Operation of a "Car Wash" (Automatic) - M. Teague, Director of Planning and Zoning
3. Presentation, Public Hearing, Discussion, and Recommendation to Consider a Request for a Specific Use Permit (SUP) to Allow the Sale of Firearms, Ammunition, and Law Enforcement Equipment in a B-3 Commercial Zoning District, Being Lot 4, Block 1, CB 4428 H, Located at 5405 Bandera Rd., Ste 101, Leon Valley, Texas - M. Teague, Director of Planning and Zoning

4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

In accordance with Section 551.0415 of the Government Code, topics discussed under this item are limited to expressions of thanks, congratulations or condolence; information regarding holiday schedules; recognition of a public official, public employee or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial or community event; and announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

5. ADJOURNMENT

Executive Session. The Planning & Zoning Commission of the City of Leon Valley reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development).

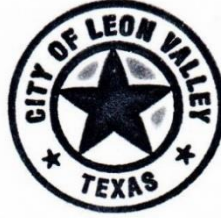
Sec. 551.0411. MEETING NOTICE REQUIREMENTS IN CERTAIN CIRCUMSTANCES: (a) Section does not require a governmental body that recesses an open meeting to the following regular business day to post notice of the continued meeting if the action is taken in good faith and not to circumvent this chapter. If an open meeting is continued to the following regular business day and, on that following day, the governmental body continues the meeting to another day, the governmental body must give written notice as required by this subchapter of the meeting continued to that other day.

Attendance by Other Elected or Appointed Officials: It is anticipated that members of other City boards, commissions and/or committees may attend the open meeting in numbers that may constitute a quorum. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of any other boards, commissions and/or committees of the City, whose members may be in attendance in numbers constituting a quorum. These members of other City boards, commissions, and/or committees may not deliberate or act on items listed on the agenda. [Attorney General Opinion – No. GA-0957 (2012)].

I hereby certify that the above **NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE LEON VALLEY CITY COUNCIL** was posted at the Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas, and remained posted until after the meeting(s) hereby posted concluded. This notice is posted on the City website at . This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours in advance of the meeting. To plan, call (210) 684-1391, Extension 216



SAUNDRA PASSAILAIGUE, TRMC
City Secretary
MARCH 20, 2024 9:00 AM





**City of Leon Valley
PLANNING AND ZONING COMMISSION
MEETING MINUTES
6:30 PM – MARCH 12, 2024
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

2 nd Vice-Chair	Andrea Roofe	Place 2
Commissioner	Pat Martinez	Place 4
Chair	Cassie Rowse	Place 5
Commissioner	Richard Blackmore	Place 7
Commissioner	Hilda Gomez	Place 3
Commissioner	David Perry	Place 1
2 nd Alternate	Mary Ruth Fernandez	Seated to Vote
Council Liaison	Benny Martinez	

ABSENT

1 st Vice-Chair	Erick Matta	Place 6 – Excused
1 st Alternate	Thomas Dillig	Unexcused

Also in attendance were Planning & Zoning Director Mindy Teague, City Manager Dr. Crystal Caldera, Economic Development Director Roque Salinas, City Council Member Rey Orozco, City Council Member Philip Campos, and Permit Technician Elizabeth Aguilar.

2. APPROVAL OF ZONING COMMISSION MINUTES

- 1. Planning & Zoning Commission - Regular Meeting - February 27, 2024

Commissioner Roofe made a motion to approve the minutes as presented, which was seconded by 2nd Alternate Fernandez. The motion carried unanimously.

3. NEW BUSINESS

- 1. Presentation, Public Hearing, Discussion, and Possible Recommendation on a Request to Rezone Approximately 27-Acres of Land From R-1 Single Family to Planned Development District (PDD) With R-6 Garden Home Based Zoning District, Being Lot 1, Block 1, CB 4430C, Good Samaritan Lodge Nursing Home Inc. Subdivision, Parcel 1, Abstract 399, CB 4429, and Parcel 11, Abstract 432, CB 4430 (unplatted), Located at 6518 Samaritan Drive, Leon Valley, Texas - M. Teague, Planning and Zoning Director

Planning and Zoning Director Mindy Teague presented the case information and Applicant Mr. Samir Chehade presented and a discussion was held between the Commissioners, Planning & Zoning Director Mindy Teague and Mr. Samir Chehade regarding traffic impact analysis, emergency accesses, gates, street size and paving emergency street access.

Chair Catherine Rowse opened the public hearing at 8:00PM.

Chair Catherine Rowse read a letter from Kathy Hill and an email from Public Works Director Melinda Moritz.

Residents from the area spoke, noting their concerns regarding density, traffic, safety, wildlife, house sizes, noise, if area will be gated, number of houses and concerns with endangered animals.

The following residents spoke in opposition: Sharon Hendrix, Wayne Haynes, Melissa Zavala, Thomas Benavides, Linda Barker, Bath Mursch, Dr. Rajender Thusu, Mark

Ferris, Mike Mascorro, Sandra Aguirre, Russell Hernandez, Travis Leech, John White, and Mauricio Mendoza.

The following residents spoke in favor: None.

Chair Catherine Rowse closed the public hearing at 9:06PM.

Commissioner Blackmore made a motion to send to City Council with a recommendation of denial, which was seconded by Commissioner Gomez.

Chair Catherine Rowse asked Permit Technician Elizabeth Aguilar to take a roll call vote.

Permit Technician Elizabeth Aguilar proceeded with a roll call vote to which the Planning & Zoning Commission replied: Chair Rowse - Aye; 2nd Vice-Chair Roofe - Abstain; Commissioner Martinez - Nay; Commissioner Blackmore - Aye; Commissioner Perry - Aye; Commissioner Gomez - Aye; 2nd Alternate Fernandez - Aye

Chair Catherine Rowse announced the motion carried.

2. Presentation, Public Hearing, Discussion, and Possible Recommendation on a Request to Rezone Approximately 6-Acres of Land From R-1 (Single Family Dwelling) Zoning District to a Planned Development District (PDD), Being Parcel 46, Abstract 664, CB 4446, Lot 46A and Parcel 46C, Abstract 664, CB 4446, Located at 7201 and 7205 Huebner Road, Leon Valley, Texas - M. Teague, Planning and Zoning Director

Planning and Zoning Director Mindy Teague presented the case information, and a brief discussion was held between the Commissioners and Rudy Munoz with Century Communities regarding what they were asking for in this case.

Chair Catherine Rowse opened the public hearing at 6:45PM.

Chair Catherine Rowse read two letters, one from Public Works Director Melinda Moritz and one from Ray and Sharon Hendricks.

Residents from the area spoke, noting their concerns regarding traffic, parking, school impact, population, and children's safety.

The following residents spoke in opposition: Beth Mursh and Charles Matthews.

The following residents spoke in favor: None.

Commissioner Gomez made a motion to send to the City Council with a recommendation of denial. Motion failed due to lack of a second.

Commissioner Roofe made a motion to send to the City Council with a recommendation of approval. 2nd Alternate Fernandez seconded the motion.

Chair Catherine Rowse asked Permit Technician Elizabeth Aguilar to take a roll call vote.

Permit Technician Elizabeth Aguilar proceeded with a roll call vote to which the Planning & Zoning Commission replied: Chair Rowse - Aye; 2nd Vice-Chair Roof - Aye; Commissioner Martinez - Aye; Commissioner Blackmore - abstain; Commissioner Perry - abstain; Commissioner Gomez - Nay; 2nd Alternate Fernandez - Aye.

Chair Catherine Rowse announced the motion carried.

4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

Next Planning & Zoning Meeting will be March 26, 2024, at 6:30PM.

The City Council Meeting will be March 19, 2024, at 5:30PM.

5. ADJOURNMENT

Chair Catherine Rowse announced the meeting adjourned at 9:30PM.

These minutes were approved by the Leon Valley Planning & Zoning Commission on the 26th of March 2024.

APPROVED

CATHERINE ROWSE
CHAIR

ATTEST: _____
ELIZABETH AGUILAR
PERMIT TECHNICIAN

DRAFT

PLANNING AND ZONING COMMISSION STAFF REPORT

DATE: March 26, 2024

TO: Planning and Zoning Commission

FROM: Mindy Teague, Planning and Zoning Director

THROUGH: Dr. Crystal Caldera, City Manager

SUBJECT: Presentation, Public Hearing, and Discussion to Consider a Recommendation to City Council to Rezone Approximately .8540 Tract of Land From R-3 (Multi-Family Dwelling) Zoning District to a Planned Development District (PDD) with R-2 (Two-Family Dwelling) District Base Zoning, Located in the 7600 Block of Huebner Road, Being a Portion of Lot 7, CB 4445L, Dirt V-Murchison-Huebner Subdivision.

PURPOSE

The purpose of this item is to consider a request to rezone an approximately 0.8540 tract of land From R-3 (Multi-Family Dwelling) Zoning District to a Planned Development District (PDD) with R-2 (Two-Family Dwelling) district based zoning.

History

- 1985 – 6.8 acres rezoned from R-1 Single Family to B-1 Small Business
- 1991 – a request is denied rezoning 12.86 acres from B-1 Small Business to B-2 Retail
- 2013 - 1.709 acres of the lot is rezoned from B-1 Small Business with Sustainability Overlay to B-2 Retail with Sustainability Overlay
- 2017 – a request is denied rezoning this portion of the lot from B-1 with Sustainability Overlay to B-2 Retail with Sustainability Overlay

All requirements for parking and landscaping have been met. The City Engineer has approved the documents to move forward to the Planning and Zoning Commission.

Traffic Impact Analysis (TIA)

The applicant provided a TIA worksheet that indicates the development will create less than 100 peak hour trips; therefore a TIA is not needed.

Variances

The applicant is requesting a variance to Sec. 15.02.305 - Regulations for all districts, which states:

“(c) Area. No lot shall be reduced or diminished so that the yards or other open spaces shall be smaller than as prescribed in this article, nor shall the density of population be increased in any manner except in conformity with the area regulations established herein. Side yard areas, used to comply with minimum requirements of this article, for a building, shall not be included as a part of the required areas of any other building. Every building hereafter erected shall be located on a lot as herein defined and **in no case shall there be more than one main structure/building on a lot in the "R-1", "R-2" or "B-1" districts, or as otherwise provided herein,** and in no case shall any building be hereafter erected on more than one lot.”

The applicant is proposing to construct all seven duplexes on one lot.

Notification

Notification letters mailed	12
Received in favor	0
Received in opposition	0
Returned undeliverable	1

FISCAL IMPACT:

The developer has paid all fees associated with the processing of this PDD. The development of a two-family housing subdivision will increase ad valorem and sales taxes in the city.

RECOMMENDATION

After careful consideration staff recommends approval

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

03/14/2024

Mindy Teague
Planning and Zoning Director
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238

Re: Approval Letter – Huebner Silos Planned Development District (PDD) PZ-2023-21

Dear Ms. Teague:

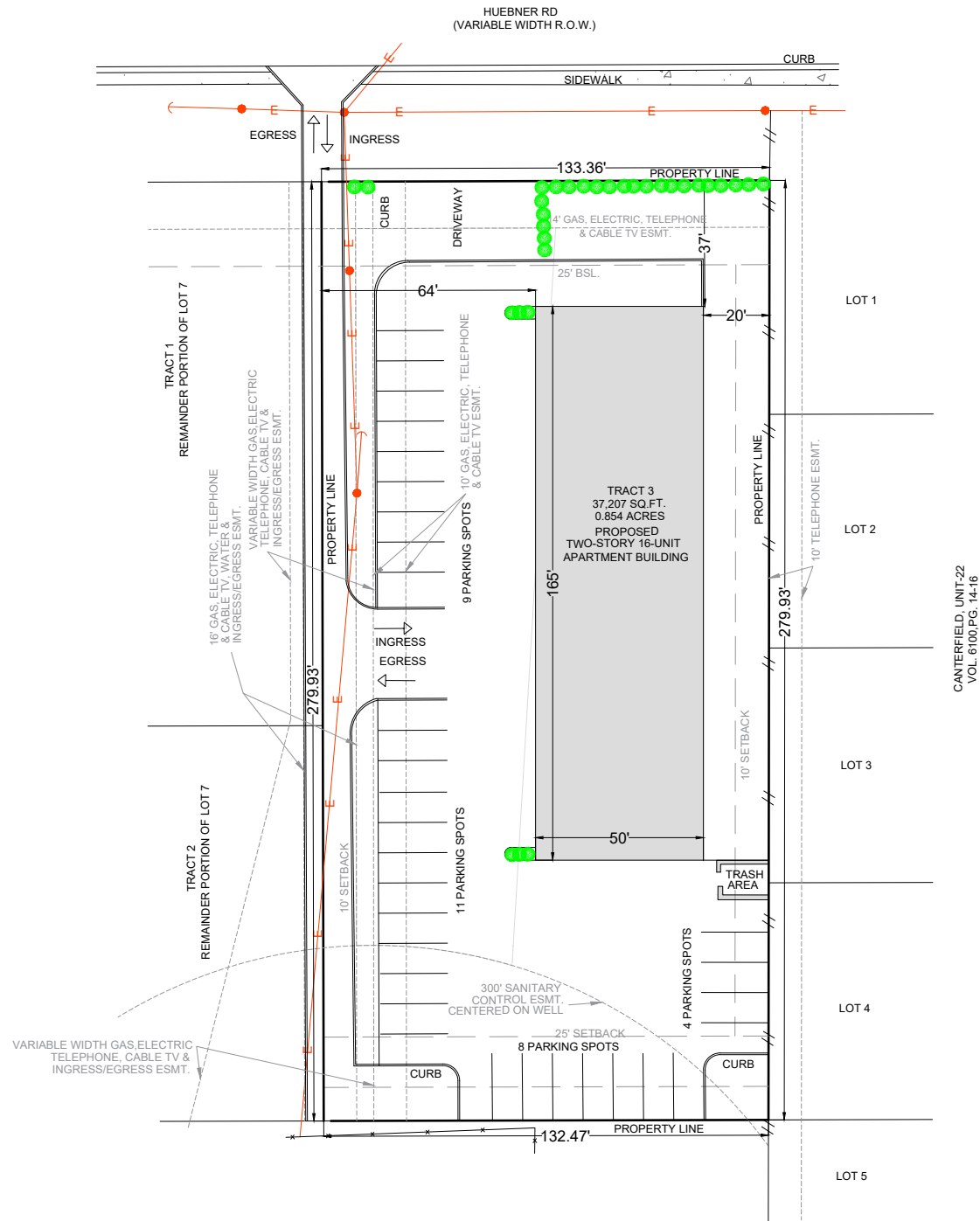
We have reviewed the Planned Development District (PDD) submittal for Huebner Silos, submitted by ISRO Engineering. The latest submittal addresses our comments; hence we recommend approval. We recommend the submission to be presented at the P&Z meeting on March 26, 2024 to advance the project.

If you have any questions, please feel free to contact me at (210) 822-2232.

Sincerely,
Ardurra (Formerly LNV, Inc)
TBPE Firm No. F-366



Ricardo J. Zamora, P.E., CFM
Senior Project Manager



NOTES:

TOTAL PARKING SPOTS=32

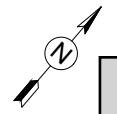
ADDRESS:
0 HUEBNER RD
SAN ANTONIO, TX 78230

SITE PLAN

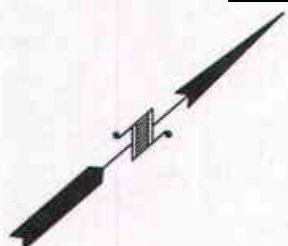
LOT AREA: 0.854 ACRES

PLOT SIZE: 8.5" X 11"

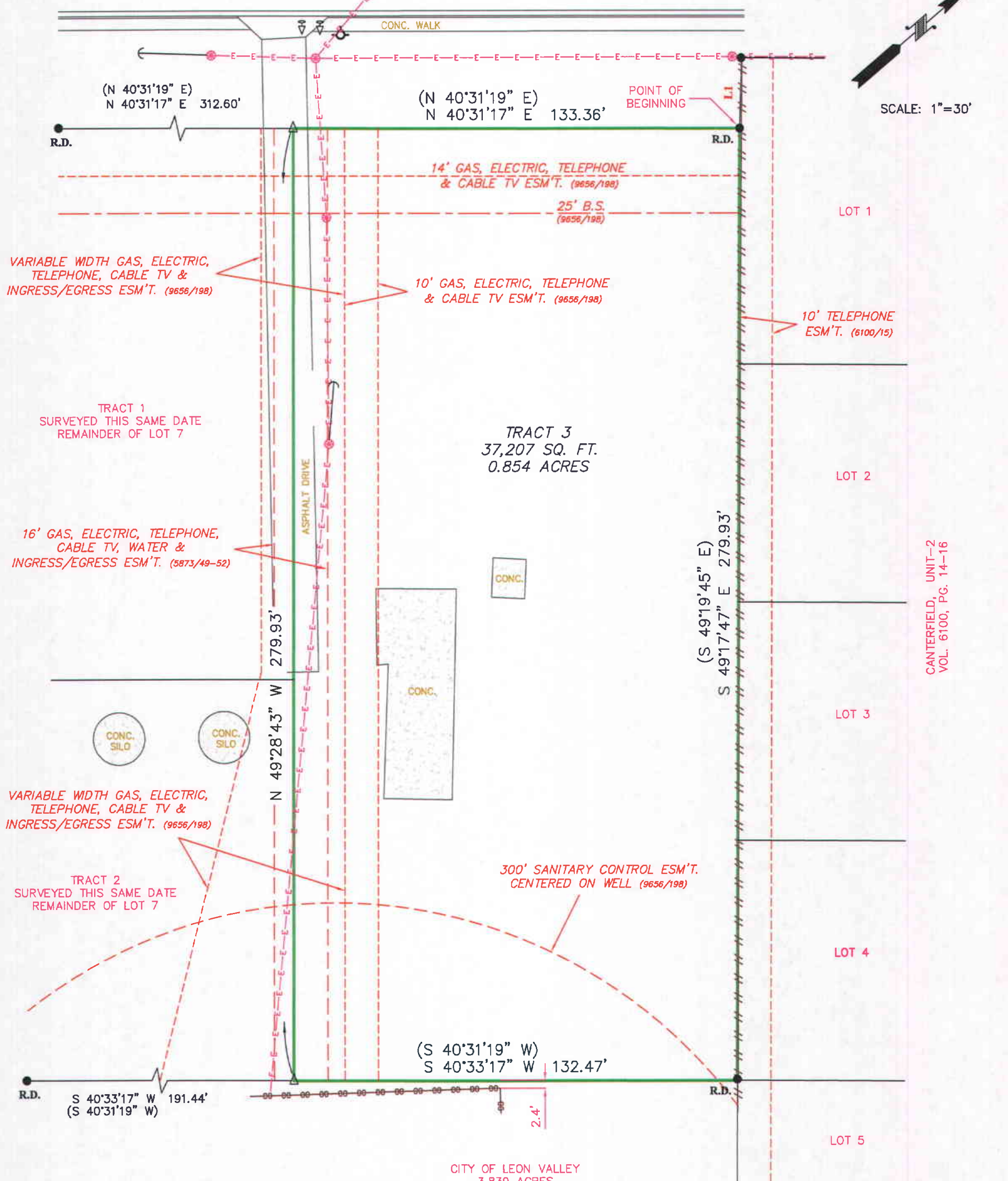
DRAWING SCALE: 1"=50'



HUEBNER ROAD (VARIABLE WIDTH R.O.W.)



SCALE: 1"=30'



CANTERFIELD, UNIT-2
VOL. 6100, PG. 14-16

TRACT 1
SURVEYED THIS SAME DATE
REMAINDER OF LOT 7

TRACT 3
37,207 SQ. FT.
0.854 ACRES

16' GAS, ELECTRIC, TELEPHONE,
CABLE TV, WATER &
INGRESS/EGRESS ESM'T. (5873/49-52)

VARIABLE WIDTH GAS, ELECTRIC,
TELEPHONE, CABLE TV &
INGRESS/EGRESS ESM'T. (9656/198)

TRACT 2
SURVEYED THIS SAME DATE
REMAINDER OF LOT 7

300' SANITARY CONTROL ESM'T.
CENTERED ON WELL (9656/198)

LINE	BEARING	DISTANCE
L1	N 47°58'17" W	20.51'

CITY OF LEON VALLEY
3.839 ACRES
VOL. 16137, PG. 1705

THIS SURVEY IS _____
ACKNOWLEDGED AND _____
IS ACCEPTED: _____

NOTE:
THE SIGNING SURVEYOR WAS NOT PROVIDED A CURRENT TITLE COMMITMENT
AND THERE MAY BE EASEMENTS, RIGHTS OF WAY OR OTHER INSTRUMENTS OF
RECORD WHICH MAY AFFECT THIS PROPERTY WHICH ARE NOT SHOWN ON THE
FACE OF THIS SURVEY.

NOTE:
NO RESTRICTIVE COVENANTS OF RECORD WERE FOUND.

NOTE:
Bearings shown hereon are based on actual GPS Observations,
Texas State Plane Coordinates, South Central Zone, Grid.

FLOOD ZONE INTERPRETATION: IT IS THE RESPONSIBILITY OF ANY INTERESTED PERSONS TO VERIFY THE ACCURACY OF FEMA FLOOD ZONE DESIGNATION OF THIS PROPERTY WITH FEMA AND STATE AND LOCAL OFFICIALS, AND TO DETERMINE THE EFFECT THAT SUCH DESIGNATION MAY HAVE REGARDING THE INTENDED USE OF THE PROPERTY. The property made the subject of this survey appears to be included in a FEMA Flood Insurance Rate Map (FIRM), Identified as Community No. 48029C, Panel No. 0240G, which is Dated 08/29/2010. By scaling from that FIRM, it appears that all or a portion of the property may be in Flood Zone(s) X. Because this is a boundary survey, the surveyor did not take any actions to determine the Flood Zone status of the surveyed property other than to interpret the information set out on FEMA's FIRM, as described above. THIS SURVEYOR DOES NOT CERTIFY THE ACCURACY OF THIS INTERPRETATION OF THE FLOOD ZONES, which may not agree with the interpretations of FEMA or State or local officials, and which may not agree with the tract's actual conditions. More information concerning FEMA's Special Flood Hazard Areas and Zones may be found at <http://www.fema.gov/index.shtml>.

Property Address:
0 HUEBNER ROAD
Property Description:
Being 0.854 acres of land, more or less, and being out of Lot 7, Dirt V-Murchison-Huebner Subdivision, City of Leon Valley, Bexar County, Texas, according to the plat recorded in Volume 9656, Page 198, Deed and Plat Records, Bexar County, Texas, said 0.854 acres being more particularly described by metes and bounds attached hereto.

Owner:
HUEBNER DIRT INVESTORS, LTD



I, MARK J. EWALD, Registered Professional Land Surveyor, State of Texas, do hereby certify that the above plat represents an actual Category 1-A, Condition II survey made on the ground under my supervision, and there are no discrepancies, conflicts, shortages in area or boundary lines, or any encroachment or overlapping of improvements, to the best of my knowledge and belief, except as shown herein.

MARK J. EWALD
Registered Professional Land Surveyor
Texas Registration No. 5095

Westar Alamo
LAND SURVEYORS, LLC.
P.O. BOX 1038 HELOTES, TEXAS 78023-1038
PHONE (210) 372-9500 FAX (210) 372-9899

- LEGEND**
- = 1/2" IRON ROD TO BE SET
 - = FND 1/2" IRON ROD
 - () = RECORD INFORMATION
 - B.S. = BUILDING SETBACK
 - C.M. = CONTROLLING MONUMENT
 - = WOOD FENCE
 - = CHAIN LINK FENCE
 - = FIRE HYDRANT
 - = WATER VALVE
 - = POWER POLE
 - = OVERHEAD ELECTRIC

DRAWN BY: TS

METES AND BOUNDS

Being 0.854 acres of land, more or less, and being out of Lot 7, Dirt V-Murchison-Huebner Subdivision, City of Leon Valley, Bexar County, Texas, according to the plat recorded in Volume 9656, Page 198, Deed and Plat Records, Bexar County, Texas, said 0.854 acres being more particularly described by metes and bounds as follows:

BEGINNING at a 1/2 inch iron rod found for the North corner of this 0.854 acres (monument of record dignity), same being on the southeast Right-of-Way line of Huebner Road and on the southwest line of Lot 1, Canterfield, Unit-2 (Volume 6100, Pages 14-16), same also being the **POINT OF BEGINNING**;

THENCE along the line common to this 0.854 acres and said Lot 1, South 49 degrees 19 minutes 45 seconds East (called South 49 degrees 19 minutes 45 seconds East), a distance of 279.93 feet to a 1/2 inch iron rod found for the East corner of this 0.854 acres (monument of record dignity), same being the South corner of Lot 4 and the West corner of Lot 5 of said Canterfield, Unit-2, same also being the East corner of said Lot 7 and the North corner of the City of Leon Valley 3.839 acres (Volume 16137, Page 1705);

THENCE along the line common to this 0.854 acres and said City of Leon Valley 3.839 acres, South 40 degrees 33 minutes 17 seconds West (called South 40 degrees 31 minutes 19 seconds West), a distance of 132.47 feet to a point for the South corner of this 0.854 acres;

THENCE departing the southeast line of and severing said Lot 7, North 49 degrees 28 minutes 43 seconds West, a distance of 279.93 feet to a point for the West corner of this 0.854 acres, same being on the northwest line of said Lot 7 and on the southeast Right-of-Way line of said Huebner Road;

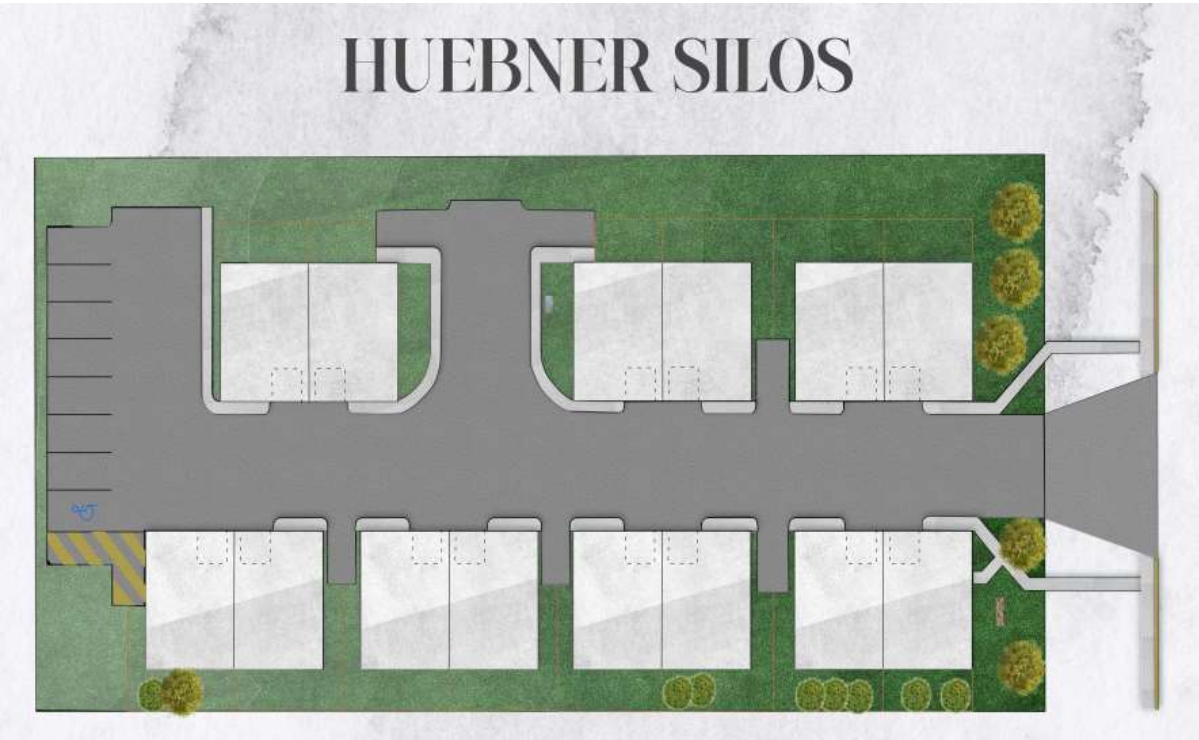
THENCE along the southeast Right-of-Way line of said Huebner Road, North 40 degrees 31 minutes 17 seconds East (called North 40 degrees 31 minutes 19 seconds East), a distance of 133.36 feet to the **POINT OF BEGINNING** and containing 0.854 acres of land, more or less.

I hereby certify that these field notes were prepared from an actual survey made on the ground under my supervision and are true and correct to the best of my knowledge and belief. A survey plat of the above described tract prepared this day is hereby attached to and made a part hereof. Bearings shown herein are based on actual GPS Observations, Texas State Plane Coordinates, South Central Zone, Grid.



Mark J. Ewald
Registered Professional Land Surveyor
December 11, 2017





Huebner Silos

ARBOR URBAN DEVELOPERS, LLC.

Planned Development District Project Plan

August 14, 2023

Project Description

The proposed project entails the development of a residential community on a 0.8540-acre lot located at 7680 Huebner Road in Leon Valley, Texas. The project is owned by Arbor Urban Developers LLC and falls under the current zoning designation of R3 multiple family dwelling district.

The project aims to construct seven duplexes, resulting in a total of 14 residential units. Each unit will be a two-story dwelling with three bedrooms and two and a half bathrooms. The design of the duplexes will focus on providing comfortable and modern living spaces for future residents.

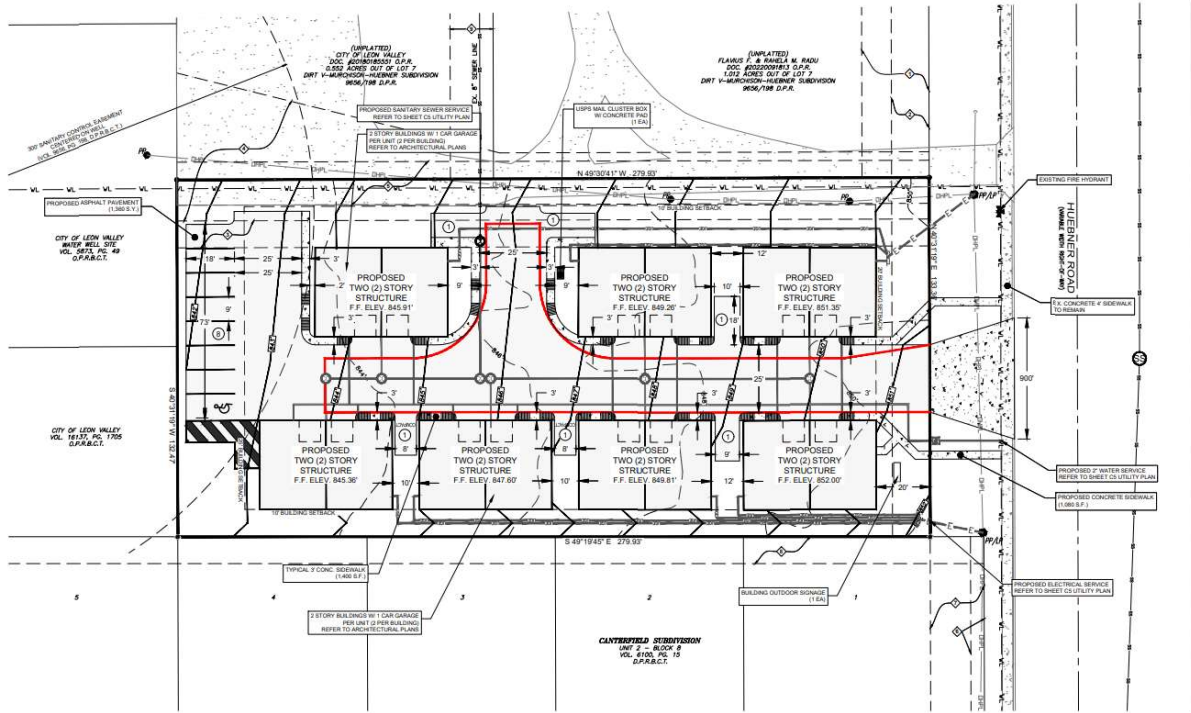
The proposed community will prioritize a well-designed site plan, with attention given to the placement of duplexes, parking areas and landscaping. The project will consider topography, floodplain information, adjacent properties, ingress/egress, existing buildings, parking and loading bays, landscaping, large tree groupings, fire lanes and hydrants, and lot boundaries.

By developing this residential community, Arbor Urban Developers LLC aims to contribute positively to the growth and development of the Leon Valley community, providing quality housing options that meet the needs of residents while maintaining the integrity of the surrounding neighborhood.

Property Information

Property ID	1371541
Legal Description	CB 4445L BLK LOT N 133.20 FT OF 7 (DIRT V-MURCHISON-HUEBNER)
Owner Name	Arbor Urban Developers LLC
Land Size	0.8540 acres
Current Zoning	R3 multiple-family dwelling district
Proposed Zoning	PD - Planned District(R2 based)
Address	7680 Huebner Road, Leon Valley, Texas

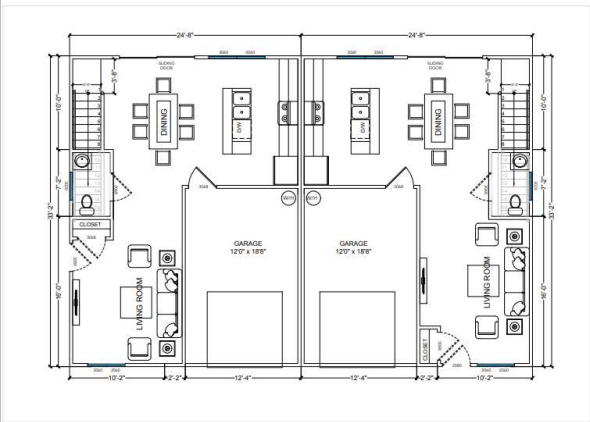
Site Plan:



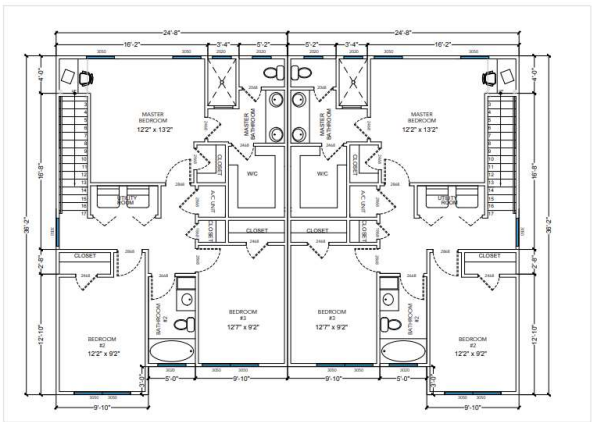
Setbacks:

Minimum Area of Each lot	37200 sqft
Minimum Depth	279.93' sqft
Minimum Floor Space	1427 sqft(228 sqft garage)
Minimum frontage	133.36 sqft
Maximum Height	23.8 ft (2 stories)
Minimum Front yard setback	20 sqft
Minimum Rear yard setback	25 sqft
Minimum Side yard setback	10 sqft

Floor Plan:



FIRST FLOOR PLAN



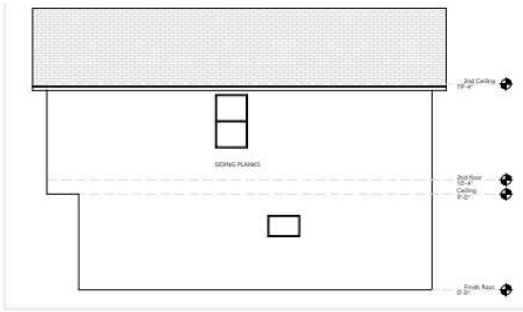
SECOND FLOOR PLAN

FIRST FLOOR LIVING AREA	580.00 S.F.
GARAGE	228.00 S.F.
SECOND FLOOR LIVING AREA	847.00 S.F.
TOTAL LIVING AREA	1,427.00 S.F.

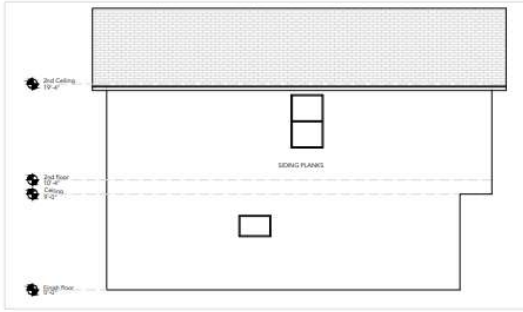
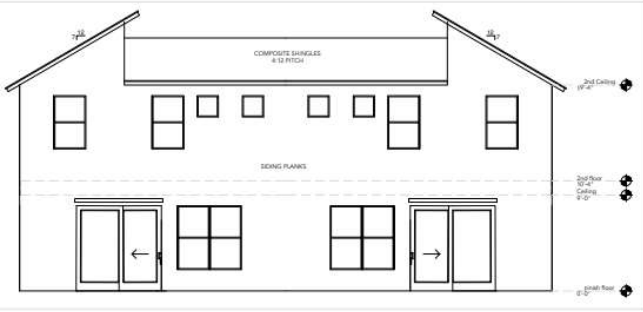
Building Elevations



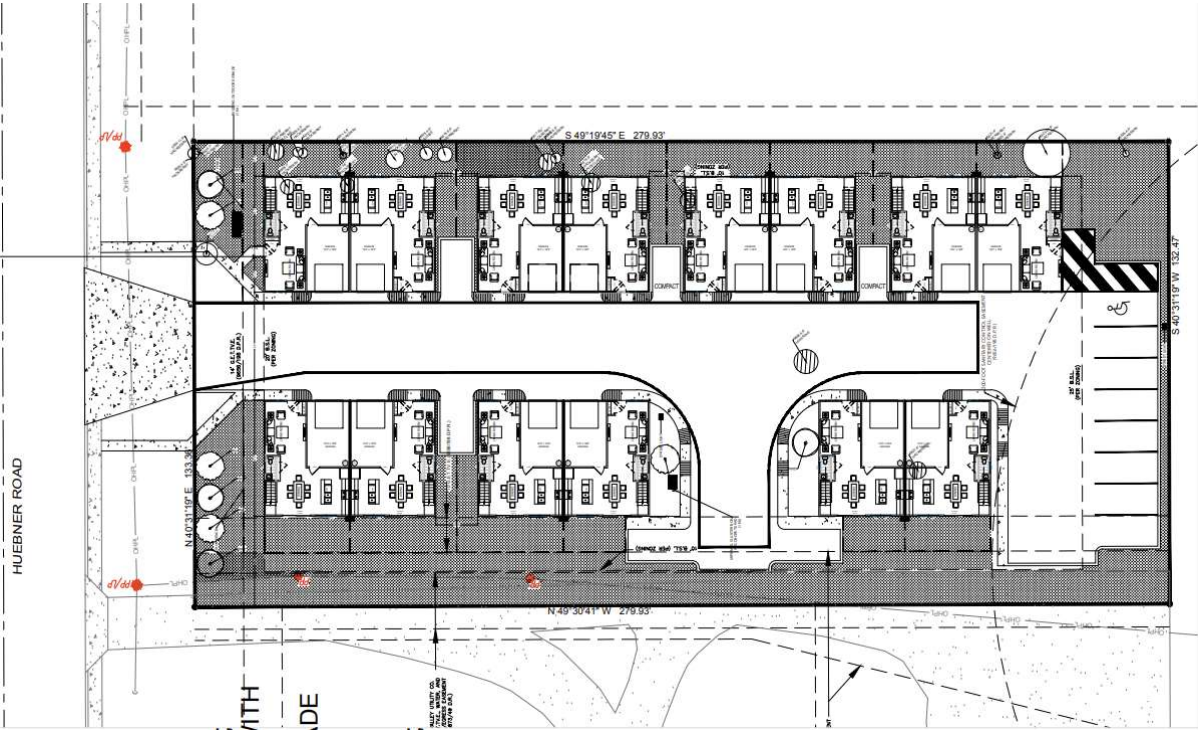
FRONT VIEW



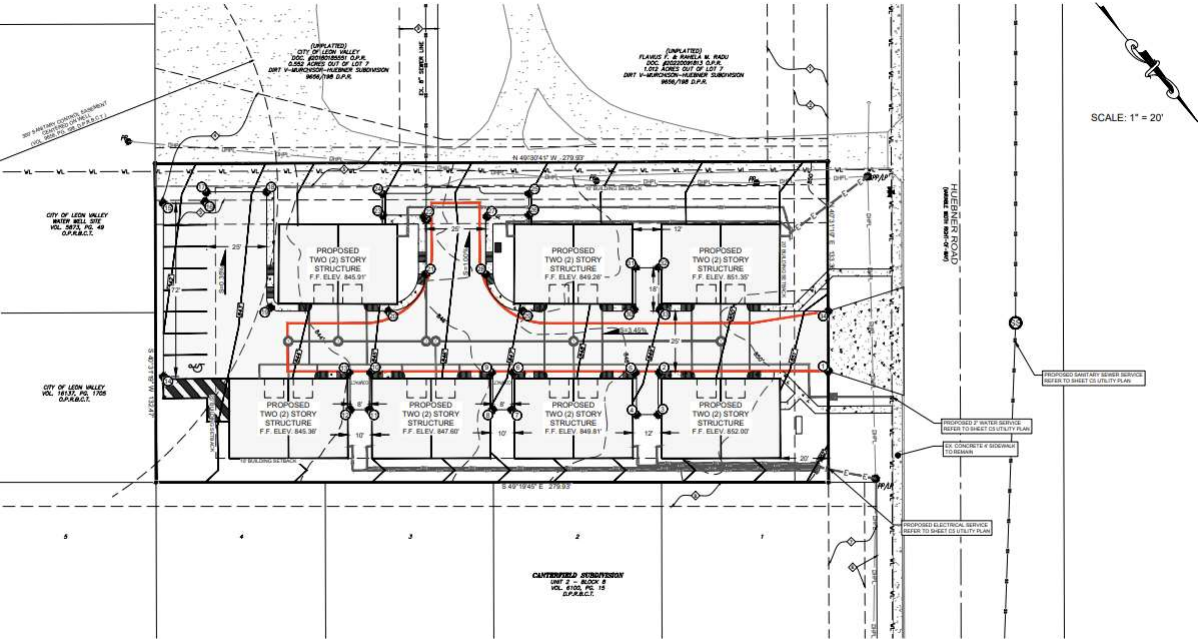
RIGHT VIEW



Landscaping & Large Tree Groupings



Parking Plan



Signage Plan



PZ-2023-21
Rezone - PDD
7680 Huebner

Mindy Teague
Public Works Director
Planning and Zoning Meeting
March 26, 2024

Purpose

- This is a request to rezone approximately 0.854 acres of land at 7680 Huebner Road from R-3 Multi-Family Dwelling District to Planned Development District with R-2 Two-Family Dwelling base zoning
- Property will have to be platted and conform to all stormwater regulations prior to being issued any building permits
- Options
 1. Approval
 2. Denial
 3. Other

History

- 1985 – 6.8 acres rezoned from R-1 Single Family to B-1 Small Business
- 1991 – a request is **denied** to rezone 12.86 acres from B-1 Small Business to B-2 Retail
- 2013 - 1.709 acres of the lot is rezoned from B-1 Small Business with Sustainability Overlay to B-2 Retail with Sustainability Overlay
- 2017 – a request is **denied** to rezone this portion of the lot from B-1 with Sustainability Overlay to B-2 Retail with Sustainability Overlay

Purpose

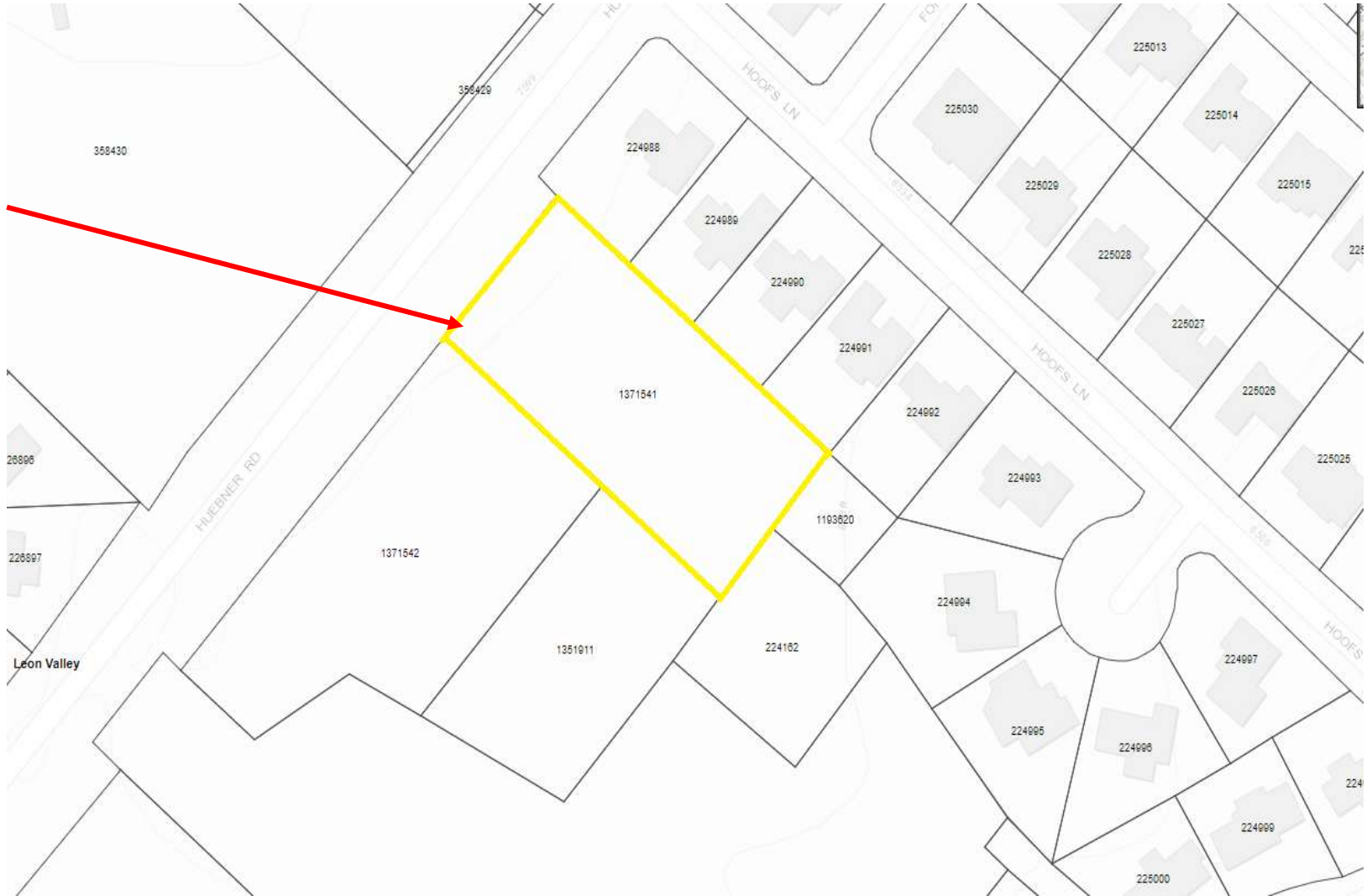
- The goal of the developer is to build seven duplexes, totaling 14 units
- Each two-story dwelling will have 3 bedrooms & 2 1/2 bathrooms, designed to offer modern and comfortable living spaces

Signage Plan



BCAD Map

Property



Aerial View



Variations

- The applicant is requesting a variance to Sec. 15.02.305 Regulations for all districts, which states:
 - “Every building hereafter erected shall be located on a lot as herein defined and in no case shall there be more than one main structure/building on a lot in the "R-1", "R-2" or "B-1" districts, or as otherwise provided herein, and in no case shall any building be hereafter erected on more than one lot.”
- The applicant is proposing to construct all seven duplexes on one lot
- All other zoning requirements have been met

Notification Process

- 16 Letters Sent
- 0 In Favor
- 0 In Opposition
- 1 Undeliverable

Fiscal Impact

- The approval of this zone change request will produce additional ad-valorem revenue on this property

Recommendation

- After careful review, Staff recommends approving the request

PLANNING AND ZONING COMMISSION COMMUNICATION

DATE: March 26, 2024

TO: Planning and Zoning Commission

FROM: Mindy Teague, Planning and Zoning Director

THROUGH: Dr. Crystal Caldera, City Manager

SUBJECT: Presentation, Public Hearing, Discussion, and Recommendation, on a Request for a Specific Use Permit (SUP) for the Construction and Operation of a Car-Wash (Automatic) on an approximately 2.32-acre Tract of Vacant Land, Located in the 5400 Block of Grissom Road, Being Lots 4 and 5, Block 102, CB 4433, Timberhill Apartments Subdivision.

SPONSOR(S): N/A

PURPOSE & BACKGROUND

The property owner would like to construct an automatic carwash on the two vacant lots along Grissom Road adjacent to the UHaul facility located at 5420 Grissom Road. According to Leon Valley City Code, Chapter 15, Division 12, Section 15.02.662, new construction that abuts residential zoning districts must obtain a specific use permit prior to issuance of a building permit and prior to operation.

The site plan meets all requirements for parking, landscaping, traffic impact, and lighting. The owner will also be replatting the lots, as the planned structures will be crossing the lot lines.

FISCAL IMPACT

The new construction will increase both ad valorem and sales tax for Leon Valley.

RECOMMENDATION

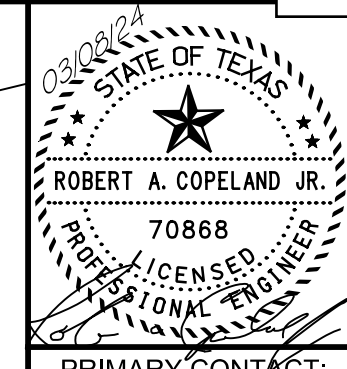
Staff recommends approval of the request.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

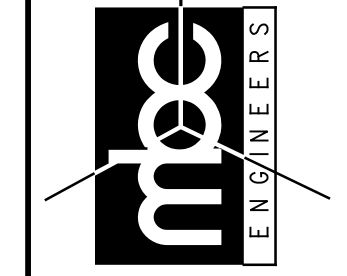
ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary



PRIMARY CONTACT:
Tony Olfers

MACINA • BOSE • COPELAND & ASSOC., INC.
CONSULTING ENGINEERS AND LAND SURVEYORS
1035 Central Parkway North, San Antonio, Texas 78232
(210) 545-1122 Fax (210) 545-9302 www.mbcengineers.com
FIRM REGISTRATION T.B.P.E. F-784, T.B.P.L.S. 10011700

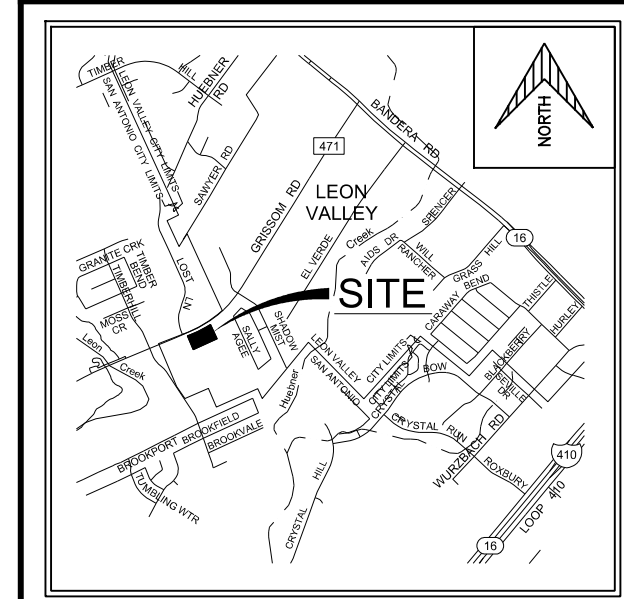


GRISSOM CARWASH
LEON VALLEY, TEXAS
SITE PLAN



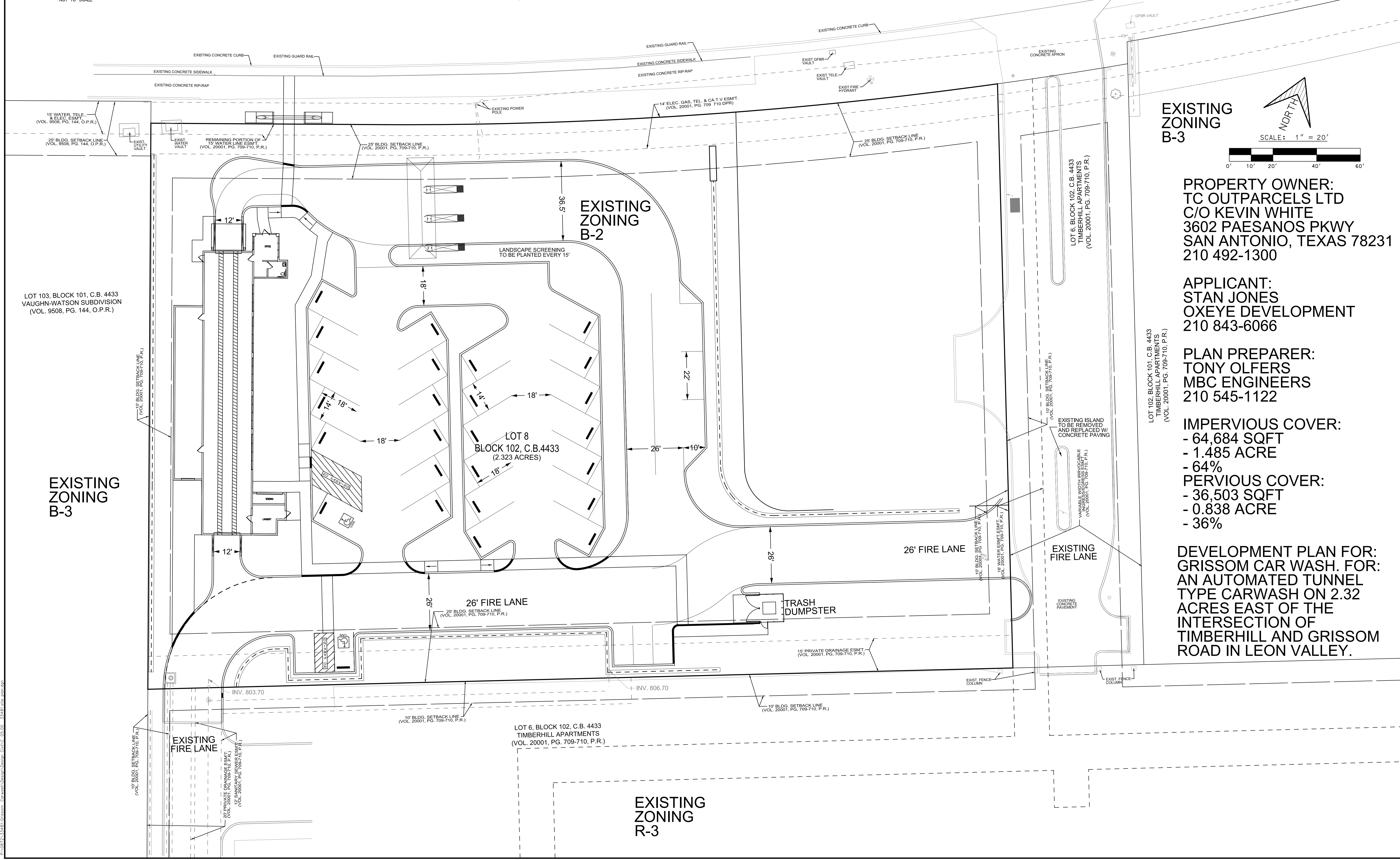
REVISIONS:	DATE	DESCRIPTION	BY

PLAT ID#	TOO
DESIGN	FGG
DRAWN	
CHECKED	
DATE	01-04-24
JOB NO.	33481-0872
SHT.	C05.00

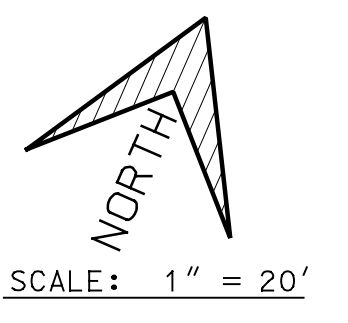


GRISSOM ROAD

RIGHT OF WAY VARIES



EXISTING ZONING
B-3



PROPERTY OWNER:
TC OUTPARCELS LTD
C/O KEVIN WHITE
3602 PAESANOS PKWY
SAN ANTONIO, TEXAS 78231
210 492-1300

APPLICANT:
STAN JONES
OXEYE DEVELOPMENT
210 843-6066

PLAN PREPARER:
TONY OLFERS
MBC ENGINEERS
210 545-1122

IMPERVIOUS COVER:
- 64,684 SQFT
- 1.485 ACRE
- 64%
PERVIOUS COVER:
- 36,503 SQFT
- 0.838 ACRE
- 36%

DEVELOPMENT PLAN FOR:
GRISSOM CAR WASH. FOR:
AN AUTOMATED TUNNEL
TYPE CARWASH ON 2.32
ACRES EAST OF THE
INTERSECTION OF
TIMBERHILL AND GRISSOM
ROAD IN LEON VALLEY.

LOT 103, BLOCK 101, C.B. 4433
VAUGHN-WATSON SUBDIVISION
(VOL. 9508, PG. 144, O.P.R.)

EXISTING ZONING
B-3

LOT 8
BLOCK 102, C.B. 4433
(2.323 ACRES)

EXISTING ZONING
B-2

LOT 6, BLOCK 102, C.B. 4433
TIMBERHILL APARTMENTS
(VOL. 20001, PG. 709-710, P.R.)

EXISTING ZONING
R-3

P:\10000000\33481-0872\33481-0872.dwg, 01/04/24, 10:00 AM, TONY OLFERS, 33481-0872-005

Grissom Rd Automatic Car Wash Parking Calculations			
	<u>Vacuums</u>	<u>Leon Valley Parking Req</u>	<u>Total Parking Requirement</u>
Car Wash Automatic	27	27	27
	<u>Vacuum Lanes</u>		
Vacuum Lane - Continuous	1	7	7
	Total Required		34
	Total Proposed on Site Plan		35
	<u># of Bays</u>	<u>Bay Stacking Req</u>	<u>Total Req</u>
Bay Stacking Requirements	1 Bay	1 in bay + 3 stacking	4
Bay Total Stacking Available			16
	<u># of Employees</u>	<u>Parking Req</u>	<u>Total Req</u>
Employee Requirements	5	5	5
Available Employee Spaces on Site plan			8

03/14/2024

Mindy Teague
Planning and Zoning Director
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238

Re: Approval Letter – Lot 4 & 5 Timberhill Apartment Special Use Permit (SUP) [PZ-2023-30]

Dear Ms. Teague:

We have reviewed the Special Use Permit (SUP) submittal for Lot 4 & 5 Timberhill Apartment. The latest submittal addresses our comments; hence we recommend approval to go forward for P&Z consideration at the P&Z meeting on March 26, 2024, to advance the project.

If you have any questions, please feel free to contact me at (210) 822-2232.

Sincerely,
Ardurra (Formerly LNV, Inc)
TBPE Firm No. F-366



Ricardo J. Zamora, P.E., CFM
Senior Project Manager

Specific Use Permit Request
Construction and Operation
Car Wash (Automatic)
PZ-2023-30
5400 Block of Grissom Rd

Mindy Teague
Planning & Zoning Director
Planning & Zoning Commission Meeting
March 26, 2024

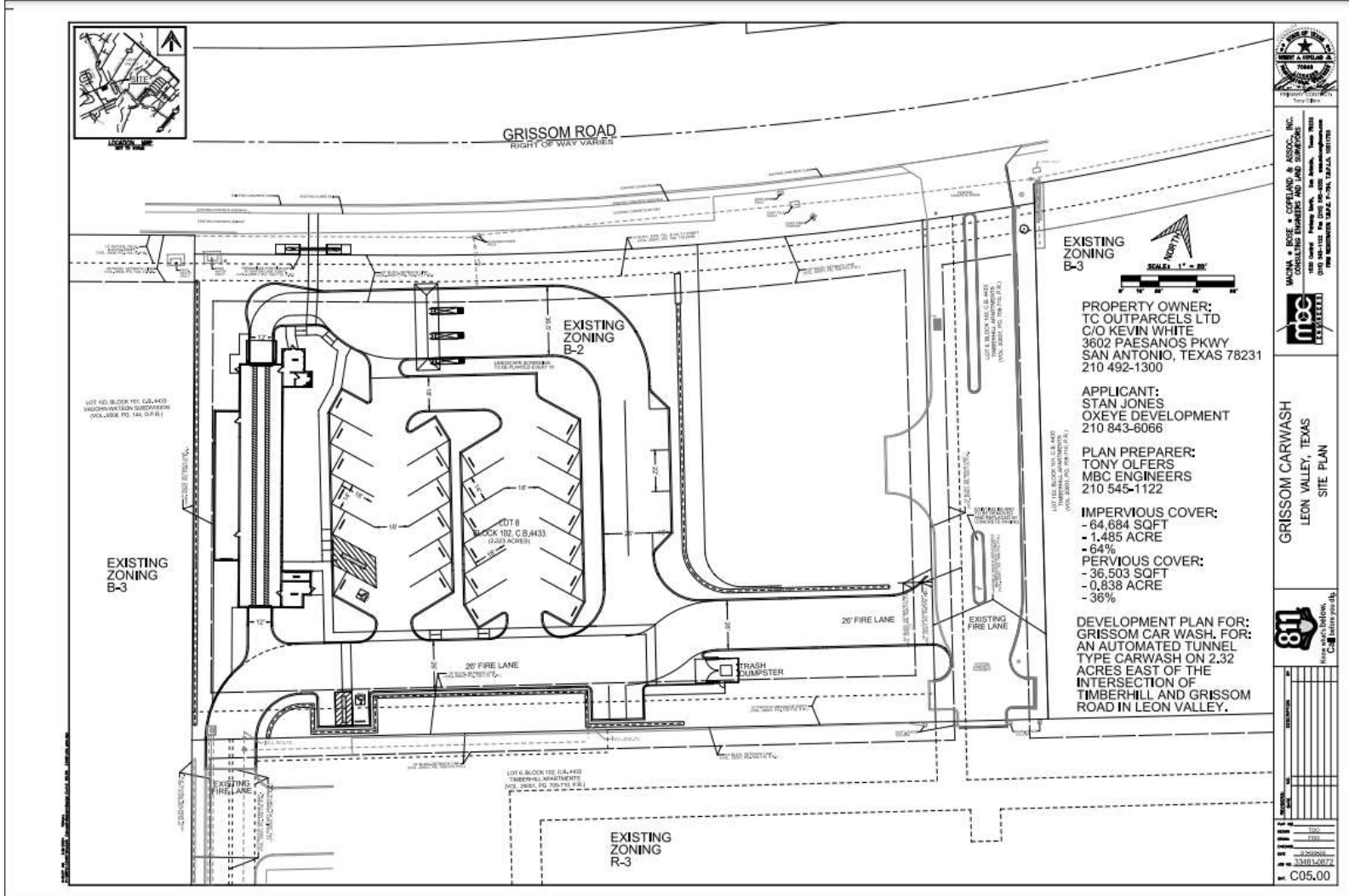
Purpose

- Request for a Specific Use Permit
- Use is “Carwash (automatic)”
- 5400 block of Grissom Rd
- Per LVCC Chapter 15 Zoning, Div 12, Sec 15.02.662 A Specific Use permit is required when abuts residential zoned districts
- The owner will also be required to replat the property

Aerial View



Site Plan



Purpose

- The applicant has met all requirements for landscaping, parking, and lighting
- Traffic Impact Analysis indicates 54 peak hour trips, therefore, an in depth Traffic Impact Analysis is not required

Fiscal Impact

- The applicant has paid all fees associated with this request
- The new construction will increase ad valorem and sales taxes

Recommendation

- Property owners within 200' were notified:
 - 8 letter were mailed
 - 0 in favor
 - 0 in opposition
 - 0 undeliverable
- Staff recommends approval of the request
- Options
 1. Recommend Approval
 2. Recommend Denial

PLANNING AND ZONING COMMISSION STAFF REPORT

DATE: March 26, 2024
TO: Planning and Zoning Commission
FROM: Mindy Teague, Planning and Zoning Director
THROUGH: Dr. Crystal Caldera, City Manager

SUBJECT: Presentation, Public Hearing, Discussion and Recommendation to Consider a Request for a Specific Use Permit (SUP) to Allow the Sale of Firearms, Ammunition, and Law Enforcement Equipment in a B-3 District, Being Lot 4, Block 1, CB 4428 H, Located 5405 Bandera Ste 101, Leon Valley, Texas

PURPOSE

The purpose of this item is to consider a request for an SUP to allow the sale of firearms, ammunition, and law enforcement equipment in a B-3 district located at 5405 Bandera Ste 101, Leon Valley, Texas.

BACKGROUND

Chapter 15 – Zoning Article 15.02 – Zoning Ordinance – Division 7 – Permitted Use Table – Sec. 15.02.381 Permitted Use Table states that a Specific Use Permit is required in the B-3 District for the sale of firearms and ammunition.

This is an existing building and suite, and the applicant will not be making any changes to the site. The applicant will be required to obtain a Certificate of Occupancy prior to operating the business.

Notification

Notification letters mailed	12
Received in favor	0
Received in opposition	0
Returned undeliverable	1

FISCAL IMPACT:

The applicant has paid all fees associated with the processing of this request. The approval will increase sales taxes in the city.

RECOMMENDATION

Staff recommends approval of this request.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

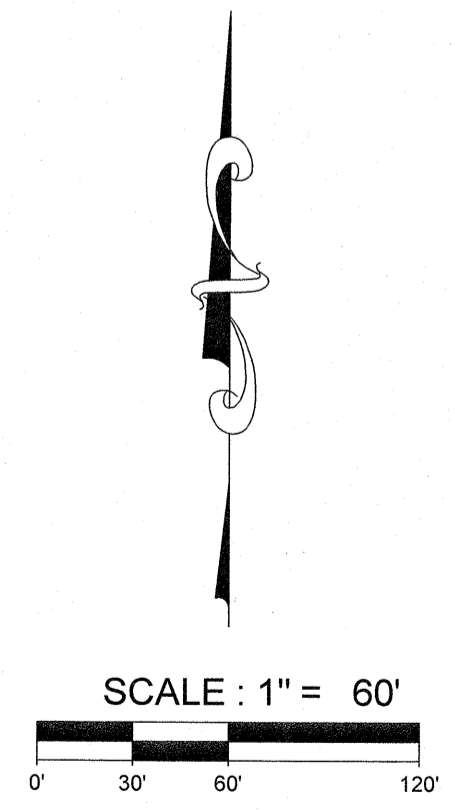
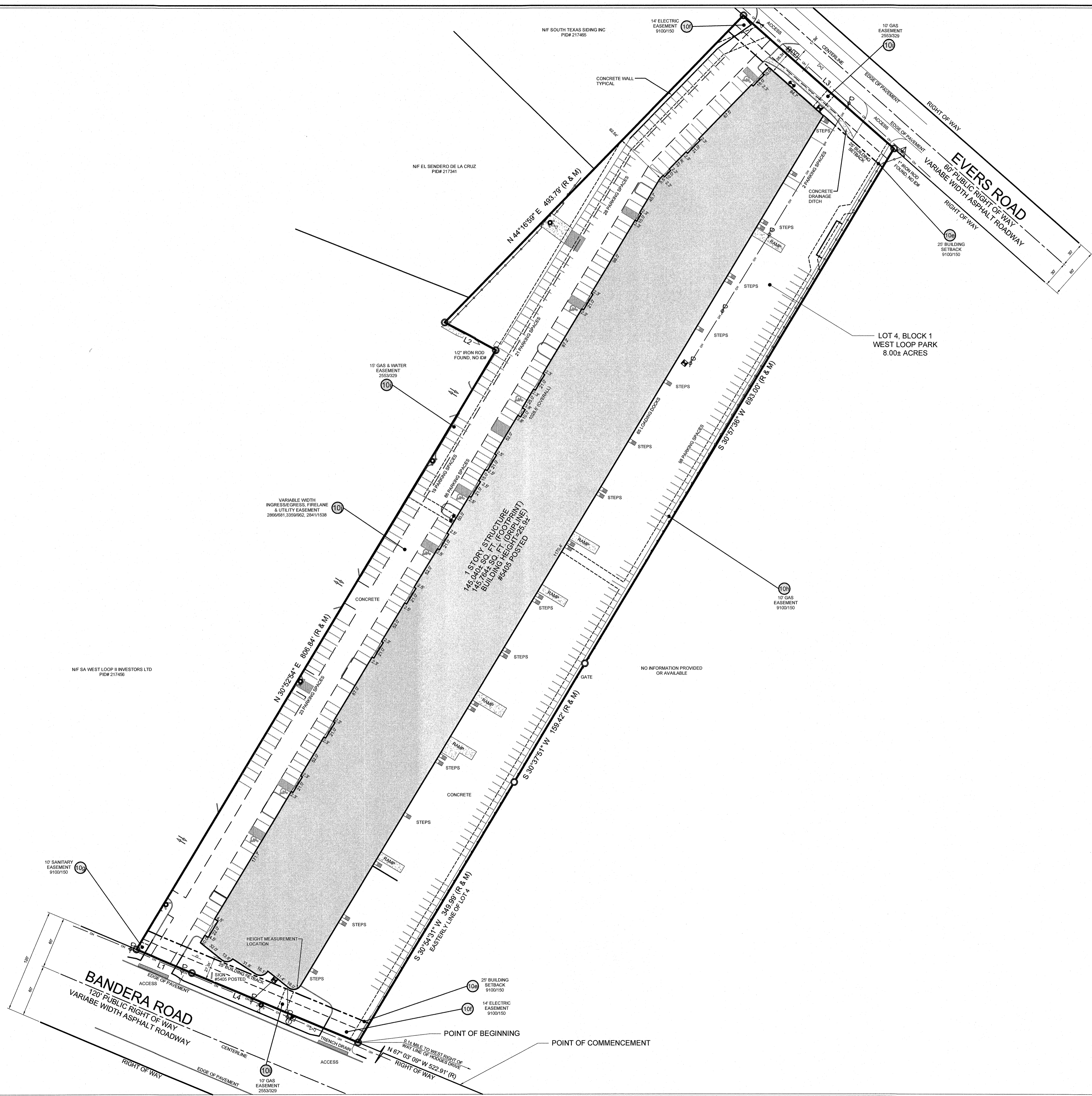
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

LEGEND OF SYMBOLS & ABBREVIATIONS

- POWER POLE
- LIGHT POLE
- GUY WIRE
- ELECTRIC MANHOLE
- ELECTRIC METER
- ELECTRIC VAULT
- TRANSFORMER
- AIR CONDITIONER UNIT
- TELEPHONE MANHOLE
- TELEPHONE PEDESTAL
- CABLE BOX
- STORM DRAIN MANHOLE
- STORM DRAIN INLET
- STORM PIPE
- GREASE TRAP
- #5 REBAR WITH B/C CAP SET UNLESS OTHERWISE NOTED
- TRAFFIC SIGNAL BOX
- SIGNAL LIGHT POLE
- SIGNAL LIGHT
- VAULT
- SIGN (AS NOTED)
- TOWER
- MONITORING WELL
- FLAG POLE
- WATER VALVE
- FIRE HYDRANT
- SIAMESE FIRE HYDRANT
- WATER MANHOLE
- BACKFLOW PREVENTER
- WATER METER
- WELL HEAD
- POINT OF ACCESS
- CONCRETE HATCH
- SANITARY MANHOLE
- CLEAN OUT
- GAS MANHOLE
- GAS VALVE
- GAS METER
- HANDICAPPED PARKING
- MITERED END SECTION
- BENCHMARK
- (R) RECORD
- (M) MEASURED
- (C) CALCULATED
- VOL VOLUME
- PG PAGE
- O.R. OFFICIAL RECORDS
- P.B. PLAT BOOK
- CMP CORRUGATED METAL PIPE

LINE	LENGTH	BEARING
L1(R & M)	69.71	N67°07'44"W
L2(R & M)	67.49	N61°37'28"W
L3(R & M)	232.74	S48°44'00"E
L4(R & M)	208.69	N67°25'37"W

BASIS OF BEARING



Bock & Clark
AN NIVIS COMPANY

ALTA/NSPS LAND TITLE SURVEY
PREPARED FOR
SEALY

DATE OF FIELD SURVEY: OCTOBER 31, 2018
NETWORK PROJECT NUMBER: 201804648-1
1-(800)-SURVEYS (787-8397)
maywehelpyou@bockandclark.com www.bockandclark.com

SURVEY • ZONING • ENVIRONMENTAL • ASSESSMENT

WEST LOOP BUSINESS PARK

5405 Bandera Road | San Antonio, TX 78238

FOR LEASE

Item 3.



AVAILABILITY

MOVE-IN READY CONDITION

- » Suite 101: ±13,236 SF
(Demisable Option Available)

TERMS

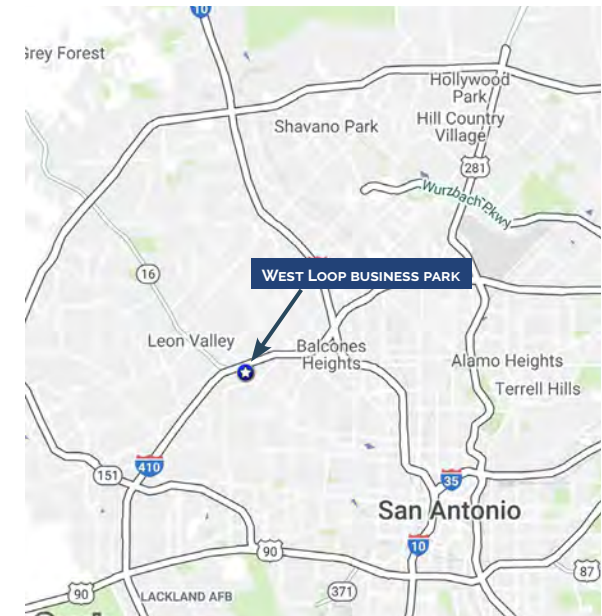
- » Lease Rate: \$8.50-\$10.50 NNN
- » Annual OPEX: \$3.35 PSF

HVAC

Landlord assumes all HVAC responsibility: \$0.25 PSF

BUILDING FEATURES

- » Building Size: ±146,168 SF
- » 22' clear height
- » Fully sprinklered
- » Grade level and dock high loading



FOR MORE
INFORMATION
PLEASE
CONTACT

Rob Burlingame, SIOR, CCIM
Senior Vice President
210.507.1123
rob.burlingame@cbre.com

Josh Aguilar, SIOR
Senior Vice President
210.253.6049
joshua.aguilar@cbre.com

Justin Roberts
Vice President
210.841.3228
justin.roberts@cbre.com

Brad O'Neill
Senior Associate
210.253.6070
brad.oneill@cbre.com



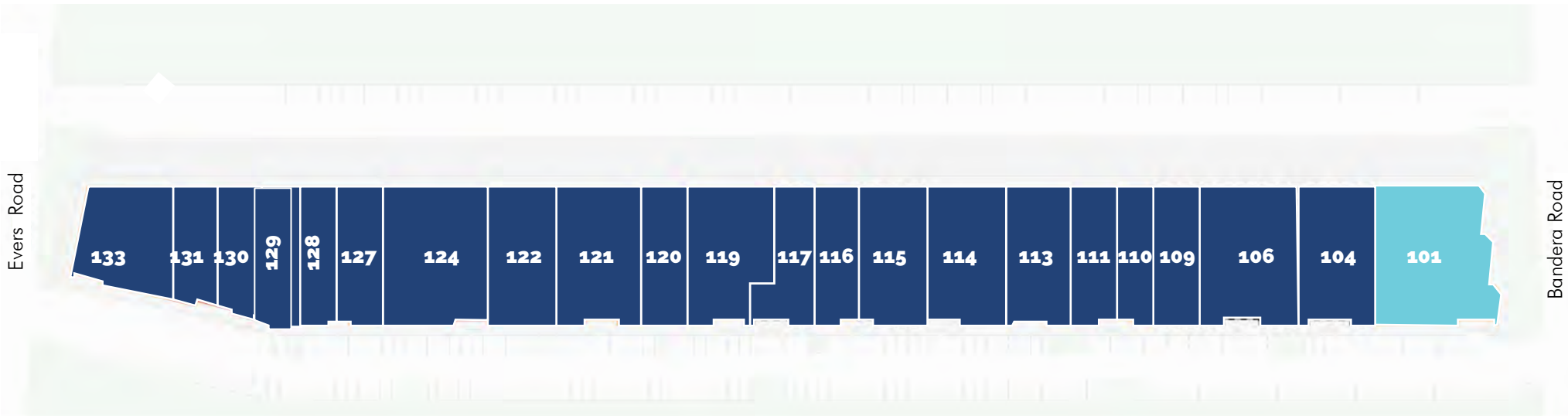
WEST LOOP BUSINESS PARK

5405 Bandera Road | San Antonio, TX 78238

FOR LEASE

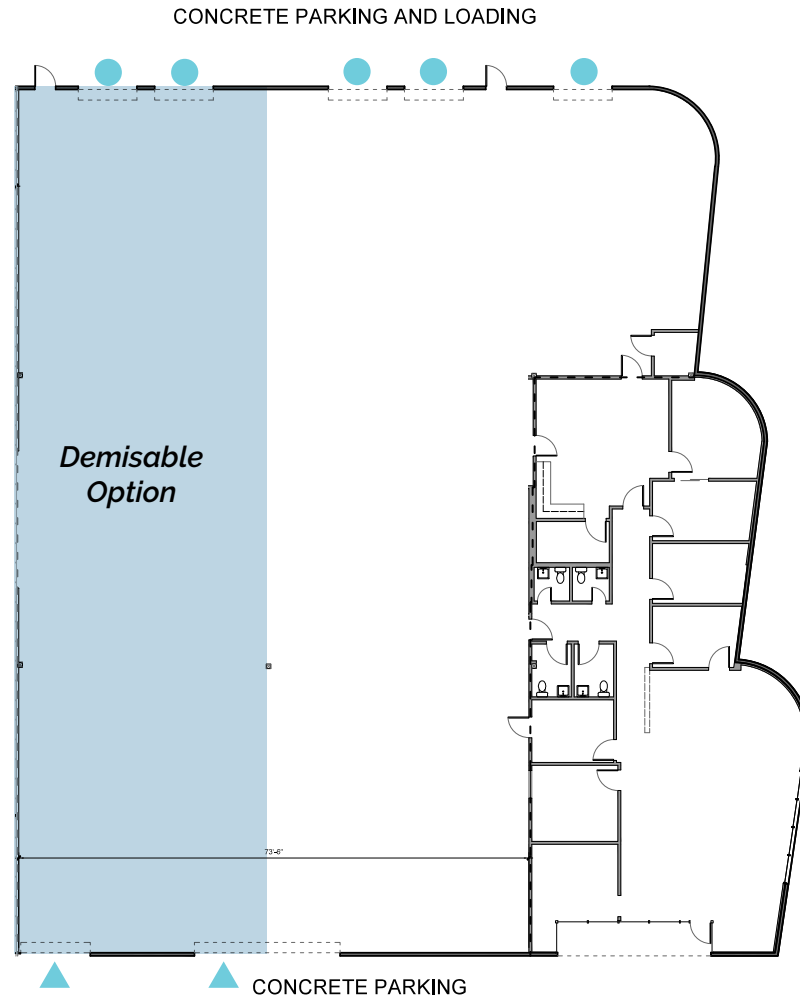
Item 3.

Legend		Suite #	SF
■	Leased	101	±5,000- ±13,236 SF
■	Available		



SUITE 101

Suite 101
±13,236 SF
(total)



LEGEND	SUITES	SF	RATE	BUILD OUT	LOADING	COMMENTS
<ul style="list-style-type: none"> ● Dock High Doors ▲ Drive-in Door 	101	±5,000 - ±13,236 SF	\$8.50 - \$10.50	±2,794 SF Office ±10,442 SF Warehouse	5 Dock High Doors 2 Drive-in Doors	Available Now

WEST LOOP BUSINESS PARK

5405 Bandera Road | San Antonio, TX 78238

FOR LEASE

Item 3.



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INFORMATION ABOUT BROKERAGE SERVICES

Texas law requires all real estate license holders to give the following information about brokerage services to prospective buyers, tenants, sellers and landlords.



TYPES OF REAL ESTATE LICENSE HOLDERS:

- A **BROKER** is responsible for all brokerage activities, including acts performed by sales agents sponsored by the broker.
- A **SALES AGENT** must be sponsored by a broker and works with clients on behalf of the broker.

A BROKER'S MINIMUM DUTIES REQUIRED BY LAW (A client is the person or party that the broker represents):

- Put the interests of the client above all others, including the broker's own interests;
- Inform the client of any material information about the property or transaction received by the broker;
- Answer the client's questions and present any offer to or counter-offer from the client; and
- Treat all parties to a real estate transaction honestly and fairly.

A LICENSE HOLDER CAN REPRESENT A PARTY IN A REAL ESTATE TRANSACTION:

AS AGENT FOR OWNER (SELLER/LANDLORD): The broker becomes the property owner's agent through an agreement with the owner, usually in a written listing to sell or property management agreement. An owner's agent must perform the broker's minimum duties above and must inform the owner of any material information about the property or transaction known by the agent, including information disclosed to the agent or subagent by the buyer or buyer's agent.

AS AGENT FOR BUYER/TENANT: The broker becomes the buyer/tenant's agent by agreeing to represent the buyer, usually through a written representation agreement. A buyer's agent must perform the broker's minimum duties above and must inform the buyer of any material information about the property or transaction known by the agent, including information disclosed to the agent by the seller or seller's agent.

AS AGENT FOR BOTH - INTERMEDIARY: To act as an intermediary between the parties the broker must first obtain the written agreement of each party to the transaction. The written agreement must state who

will pay the broker and, in conspicuous bold or underlined print, set forth the broker's obligations as an intermediary. A broker who acts as an intermediary:

- Must treat all parties to the transaction impartially and fairly;
- May, with the parties' written consent, appoint a different license holder associated with the broker to each party (owner and buyer) to communicate with, provide opinions and advice to, and carry out the instructions of each party to the transaction.
- Must not, unless specifically authorized in writing to do so by the party, disclose:
 1. that the owner will accept a price less than the written asking price;
 2. that the buyer/tenant will pay a price greater than the price submitted in a written offer; and
 3. any confidential information or any other information that a party specifically instructs the broker in writing not to disclose, unless required to do so by law.

AS SUBAGENT: A license holder acts as a subagent when aiding a buyer in a transaction without an agreement to represent the buyer. A subagent can assist the buyer but does not represent the buyer and must place the interests of the owner first.

TO AVOID DISPUTES, ALL AGREEMENTS BETWEEN YOU AND A BROKER SHOULD BE IN WRITING AND CLEARLY ESTABLISH:

- The broker's duties and responsibilities to you, and your obligations under the representation agreement.
- Who will pay the broker for services provided to you, when payment will be made and how the payment will be calculated.

LICENSE HOLDER CONTACT INFORMATION: This notice is being provided for information purposes. It does not create an obligation for you to use the broker's services. Please acknowledge receipt of this notice below and retain a copy for your records.

CBRE, Inc.	299995	texaslicensing@cbre.com	+1 210 225 1000
Licensed Broker/Broker Firm Name or Primary Assumed Business Name	License Number	Email	Phone
Michael Caffey	437641	michael.caffey@cbre.com	+1 214 979 6511
Designated Broker of Firm	License Number	Email	Phone
Gardner Peavy	473833	gardner.peavy@cbre.com	+1 210 253 6031
Licensed Supervisor of Sales Agent/Associate	License Number	Email	Phone
Rob Burlingame, SIOR, CCIM	492049	rob.burlingame@cbre.com	+ 210 507 1123
Sales Agent/Associate	License Number	Email	Phone

Buyer/Tenant/Seller/Landlord Initials

Date

03/14/2024

Mindy Teague
Planning and Zoning Director
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238

Re: Approval Letter – Kiesler Police Supply Special Use Permit (SUP) [PZ-2024-8]

Dear Ms. Teague:

We have reviewed the Special Use Permit (SUP) submittal for the Kiesler Police Supply facility. The permit application is complete; hence we recommend approval to go forward for P&Z consideration at the P&Z meeting on March 26, 2024, to advance the project.

If you have any questions, please feel free to contact me at (210) 822-2232.

Sincerely,
Ardurra (Formerly LNV, Inc)
TBPE Firm No. F-366



Ricardo J. Zamora, P.E., CFM
Senior Project Manager

PZ-2024-8
Specific Use Permit (SUP)
Firearm and Ammunition Sales
5405 Bandera Rd. Ste 101

Mindy Teague
Planning & Zoning Director
Planning & Zoning Commission Meeting
March 26, 2024

Purpose

- This is a request for a Specific Use Permit (SUP) to allow the sale of firearms, ammunition, and like equipment
- An SUP is required for this use in a B-3 Commercial zoned district
- A public hearing is required as well as notifying property owners within 200 feet of 5405 Bandera
- A SUP is required before a Certificate of Occupancy can be issued.
- This is an existing warehouse-type center and the applicant will not be making any changes to the site

Aerial

WEST LOOP BUSINESS PARK

5405 Bandera Road | San Antonio, TX 78238

FOR LEASE



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CBRE | 200 Concord Plaza | Suite 800 | San Antonio, TX 78216 | www.cbre.com

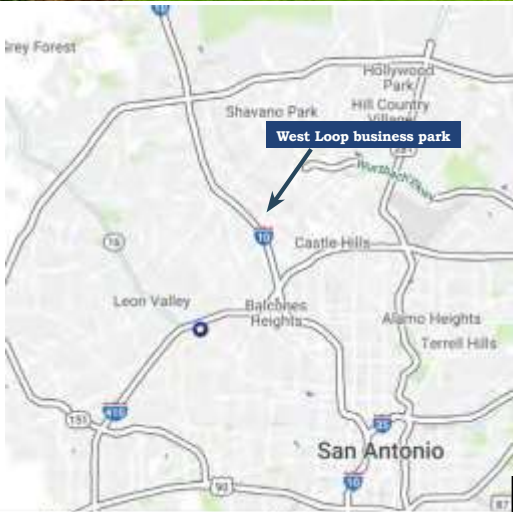


CBRE



Location

Item 3.



Notification

- 12 Letters were mailed to property owners within 200'. Staff received:
 1. 0 – In favor
 2. 0 - Opposed
 3. 1 - Undeliverable

Fiscal Impact

- All fees associated with this rezone request have been paid
- The approval of this permit will increase and sales tax in the city

Recommendation

- After careful consideration, staff recommends approval