



**CITY OF LEON VALLEY
PLANNING & ZONING COMMISSION**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, November 28, 2023 at 6:30 PM

AGENDA

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Planning & Zoning Commission - Regular Meeting - October 24, 2023

3. NEW BUSINESS

1. Presentation, Public Hearing, Discussion, and Possible Action to Approve a Re-plat for Whataburger located 7016 Bandera Rd, CB N.C.B. 4446, Lot 3, Block 1, Being Bandera Heights Subdivision - M. Teague, Planning and Zoning Director

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
MONTH XX, 2022 XX:XX PM





**City of Leon Valley
PLANNING AND ZONING COMMISSION
MEETING MINUTES
6:30 PM – OCTOBER 24, 2023
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 6:30 PM.

PRESENT

| | | |
|---------------------------|---------------------|------------------------|
| Commissioner | Andrea Roofe | Place 2 |
| Commissioner | Pat Martinez | Place 4 |
| Chair | Cassie Rowse | Place 5 |
| 2nd Vice Chair | Erick Matta | Place 6 – Tardy 6:37PM |
| Commissioner | Richard Blackmore | Place 7 |
| 1st Alternate | David Perry | Seated to Vote |
| 2 nd Alternate | Thomas Dillig | Seated to Vote |
| 3 rd Alternate | Mary Ruth Fernandez | Seated to Vote |
| Council Liaison | Benny Martinez | |

ABSENT

| | | |
|--------------|-------------|-------------------|
| Commissioner | Hilda Gomez | Place 3 - Excused |
|--------------|-------------|-------------------|

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Planning & Zoning Commission - Regular Meeting - September 26, 2023

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

3. NEW BUSINESS

1. Presentation, **Public Hearing**, and Discussion to Consider an Ordinance Revising Chapter 15 Zoning, Division 3 Administration, Section 15.02.103 Certificate of Occupancy, to Require Proof of a Current Sales and Use Tax Permit Designating the City of Leon Valley as the Recipient of Those Taxes Upon Application for a Certificate of Occupancy (C of O) - R. Salinas, Economic Development Director

Economic Development Director Roque Salinas presented the information and a brief discussion was held between the Commissioners and Mr. Salinas regarding how often the companies would be inspected for compliance, what would happen if companies were found to be noncompliant, and why some businesses wouldn't voluntarily correct any oversight.

Chair Catherine Rowse opened the public hearing at 6:45 PM. Seeing that no one wished to speak on the amendment, she closed the public hearing at 6:45 PM.

Commissioner Roofe made a motion to recommend approval as presented, which was seconded by Commissioner Dillig. The motion carried unanimously.

Voting Yea: Chair Rowse, Commissioners Martinez, Blackmore, Roofe, Matta, and Alternates Dillig and Fernandez.

Voting Nay: None

- 2. Presentation, Discussion, and Possible Action to Consider Approval of a Final Plat of an Approximately 9.1810 Acre Tract of Land, Being P-4A, ABS 530, CB 4432, and Being Platted as the Trilogy Subdivision, and Consisting of 67 Residential Lots, Located at Evers and Seneca Drive – M. Teague, Planning and Zoning Director

Director Teague presented the case information, and a brief discussion was held between the Commissioners and Ms. Teague regarding the variances, floodplain, and storm runoff.

Mr. Drake Thompson with Texas Homes spoke about the floodplain, elevating the property, installing detention pond, storm runoff and foundation.

2nd Vice Chair Matta made a motion to recommend conditional approval of the plat, which was seconded by Commissioner Dillig. The motion carried unanimously.

Voting Yea: Chair Rowse, Commissioners Martinez, Blackmore, Roofe, Matta and Alternates Dillig and Fernandez.

Voting Nay: None

- 3. Workshop to Discuss Eliminating the Commercial/Industrial Overlay Standards and Districts - M. Teague, Planning and Zoning Director

Ms. Teague presented the information and a brief discussion was held between the Commissioners and Ms. Teague about removing the Commercial/Industrial Overlay Standards and District. The Commissioners recommended the removal of the Commercial/Industrial Overlay Standards and District.

4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

Chair Rowse reminded Commissioners that the November meeting day has not changed, but the December meeting would be held on December 12th.

Director Teague informed the Commissioners that she will let them know when the next CIAC meeting is to be held, as the Capital Improvement Plan was not yet completed.

Chair Rowse reminded the Commissioners that they would need to elect a new 2nd Vice Chair at the next meeting.

Chair Rowse wished everyone Happy Halloween and to be safe and watch for children.

Commissioner Blackmore reminded everyone to send prayers for the people of Israel and the hostages.

5. ADJOURNMENT

Chair Rowse announced the meeting adjourned at 7:03 PM.

These minutes were approved by the Leon Valley Planning & Zoning Commission on the 28th of November 2023.

APPROVED

CATHERINE ROWSE
CHAIR

ATTEST: _____

ELIZABETH AGUILAR
PERMIT TECHNICIAN

ZONING COMMISSION STAFF REPORT

DATE: November 28, 2023
TO: Zoning Commission
FROM: Mindy Teague, Planning and Zoning Director
THROUGH: Dr. Crystal Caldera, City Manager

SUBJECT: Presentation, Public Hearing, Discussion, and Possible Action to Approve a Re-plat of a Tract of Land CB N.C.B 4446, Lot 3, Block 1, Being The Bandera Heights Subdivision at 7016 Bandera Rd for Whataburger

PURPOSE

The purpose of this item is to approve a replat of a tract of land CB N.C.B 4446, Lot 3, Block 1, being The Bandera Heights Subdivision at 7016 Bandera Rd for Whataburger

The applicant is not asking for variances.

Re-platting is required to remove access easements. Per City Engineer the plat meets all city code requirements.

FISCAL IMPACT:

The development of this lot will increase the sales tax revenue of the city. The developer has paid all fees associated with the processing of this plat.

RECOMMENDATION

After careful consideration staff has no objection to this request.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

PZ-2023-27
Whataburger Re-Plat
7016 Bandera Road

Mindy Teague
Planning & Zoning Director
Planning & Zoning Meeting
November 28, 2023

Background

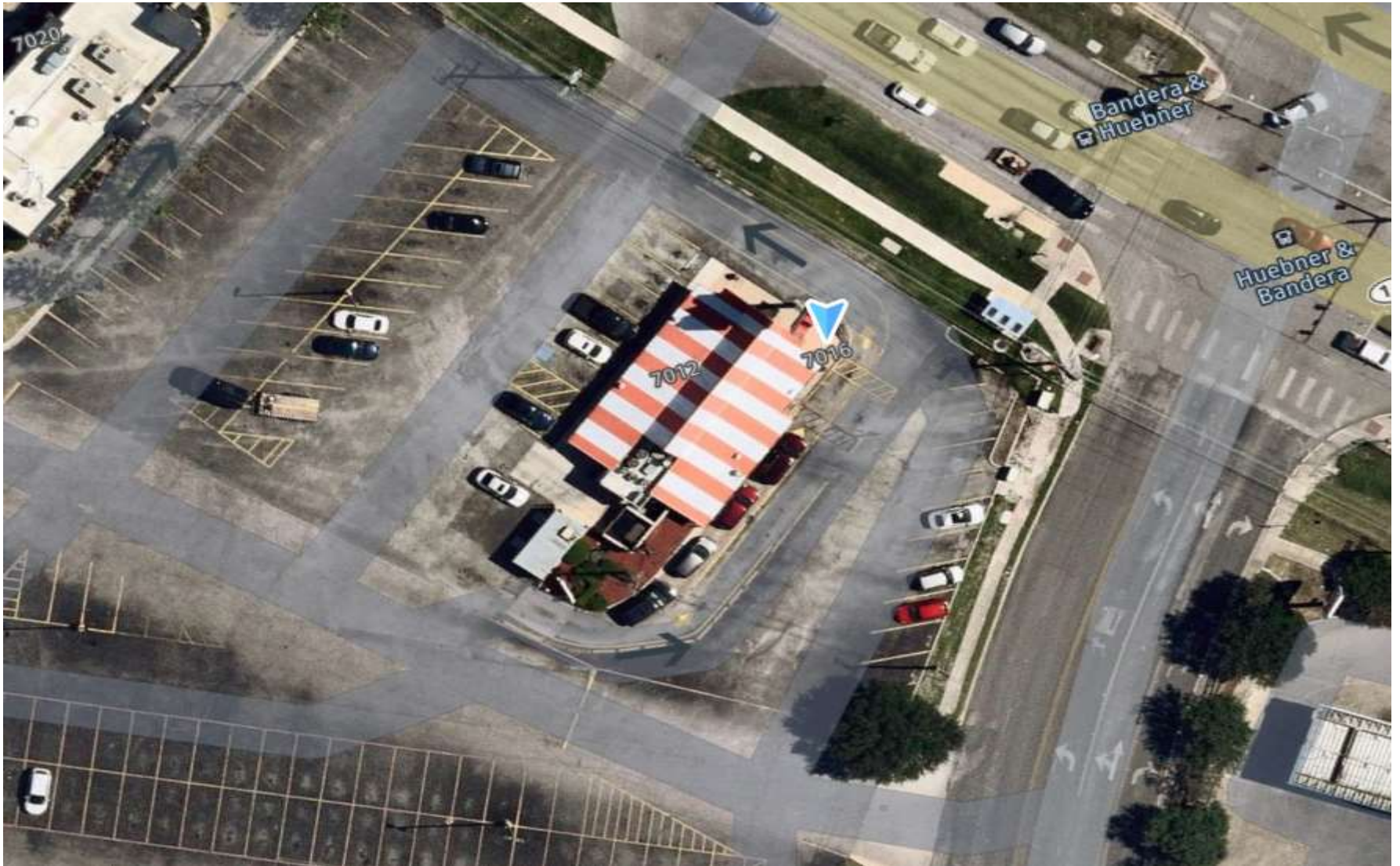
- Being re-platted to remove ingress/egress easements
- Per City Engineer the re-plat meets COLV code requirements
- Located at 7016 Bandera
- No variances are being requested

Purpose

- Consider approval of a re-plat
- Options
 1. Approval
 2. Denial
 3. Conditional approval

Aerial View

Item 1.



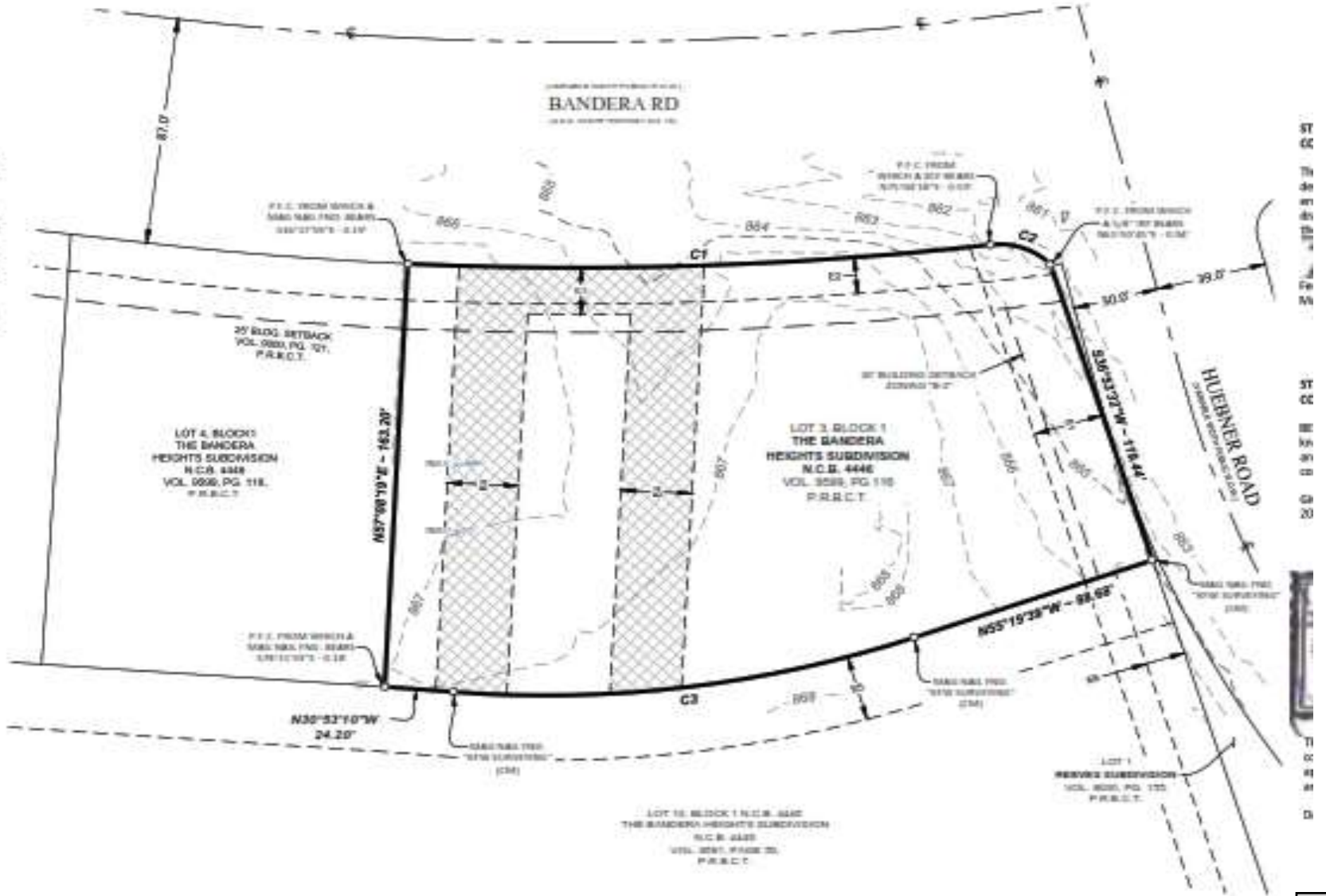
Plat

Item 1.

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Fiscal Impact

- All fees associated with this replat have been paid
- Possible increase in sales tax revenue

Recommendation

- After careful consideration staff recommends approval of this request