



**CITY OF LEON VALLEY
PLANNING & ZONING COMMISSION**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, December 12, 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 - November 28, 2023

3. NEW BUSINESS

1. Presentation, Public Hearing, Discussion, and Recommendation, to Consider a Request for a Zone Change From B-2 Retail with the Sustainability Overlay District to B-2 Retail Zoning District, on an approximately 2.3-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

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
DECEMBER 6, 2023 12:45 PM





**City of Leon Valley
PLANNING AND ZONING COMMISSION
MEETING MINUTES
6:30 PM – NOVEMBER 28, 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 6:34 PM.

PRESENT

Commissioner	Andrea Roofe	Place 2	Tardy 6:36PM
Chair	Cassie Rowse	Place 5	
2nd Vice Chair	Erick Matta	Place 6	
Commissioner	Richard Blackmore	Place 7	
Commissioner	Hilda Gomez	Place 3	
Commissioner	David Perry	Place 1	
2 nd Alternate	Mary Ruth Fernandez	Seated to Vote	
3 rd Alternate	Gregory Meffert		

ABSENT

Commissioner	Pat Martinez	Place 4	Excused
1 st Alternate	Thomas Dillig	Excused	
Council Liaison	Benny Martinez	Excused	

Also in attendance were Planning & Zoning Director Mindy Teague and Permit Technician Elizabeth Aguilar.

2. APPROVAL OF ZONING COMMISSION MINUTES

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

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

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

Planning and Zoning Director Teague presented the case information, and a brief discussion was held regarding the reason for the replat, site ingress/egress, traffic and construction impact, opening date, location of easements, factors for selecting this location for the new building style, a possible tour of the new facility, and the design of the building.

Chair Catherine Rowse opened the public hearing at 6:51PM. Seeing that nobody wished to speak, she closed the public hearing at 6:52PM.

Commissioner Roofe made a motion to accept the replat as presented, which was seconded by Commissioner Perry. The motion carried unanimously.

Voting Yea: Chair Rowse, 1st Vice Chair Matta and Commissioners Roofe, Perry, Blackmore, Gomez, and 3rd Alternate Fernandez

Voting Nay: None

4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

Planning and Zoning Director Mindy Teague introduced Deputy Fire Marshal Jeremie Ross. Mrs. Teague also reminded the Commissioners that the next meeting would be held on December 12, 2023.

Chair Catherine Rowse announced that the 2nd Vice-chair vacancy needed to be filled.

Commissioner Roofe nominated herself for the position. A vote was conducted, with all Commissioners in favor and none opposed. Commissioner Roofe was selected for the 2nd Vice-Chair position.

5. ADJOURNMENT

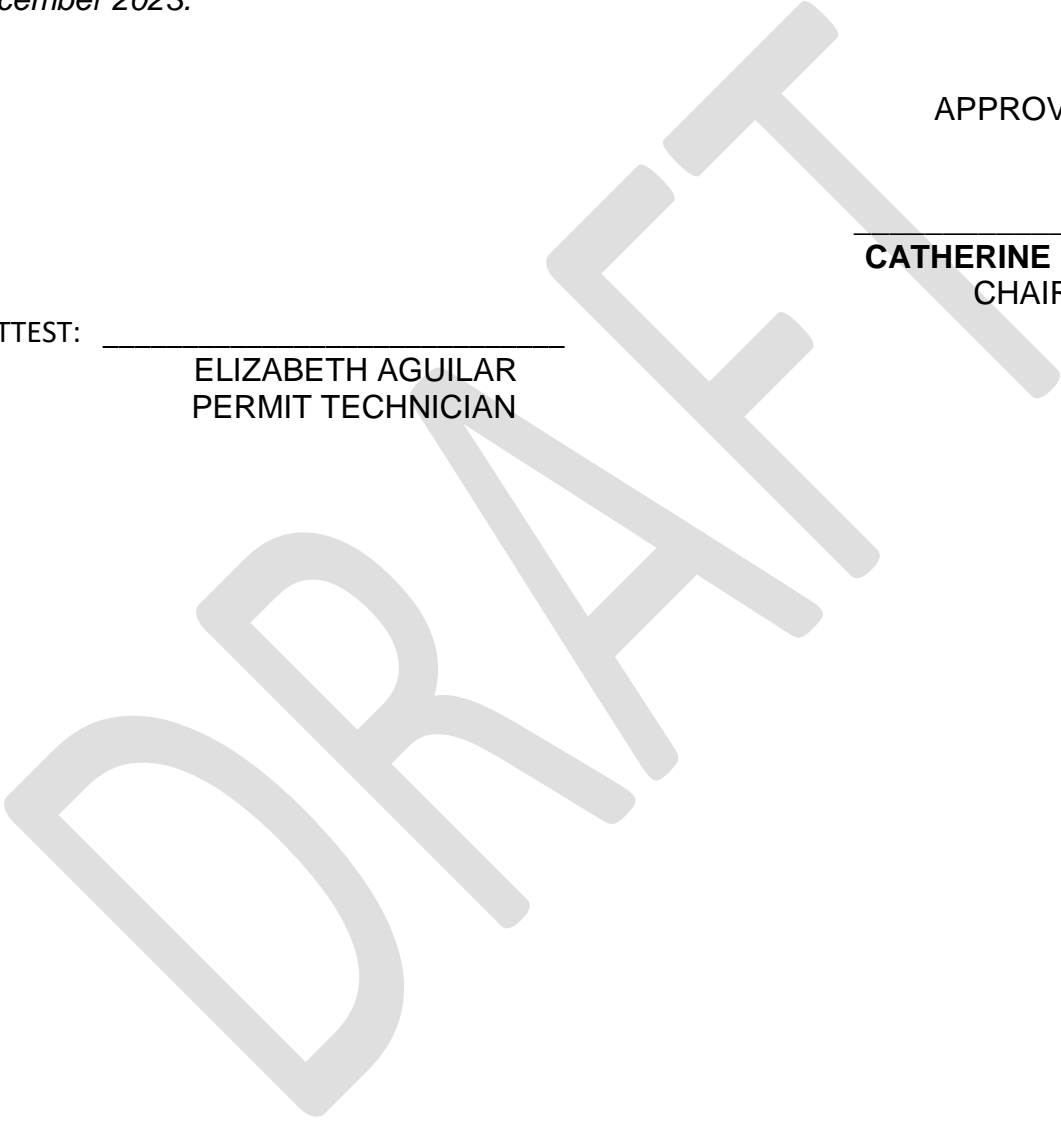
Chair Rowse announced the meeting adjourned at 6:56 PM.

These minutes were approved by the Leon Valley Planning & Zoning Commission on the 12th of December 2023.

APPROVED

CATHERINE ROWSE
CHAIR

ATTEST: _____
ELIZABETH AGUILAR
PERMIT TECHNICIAN



PLANNING AND ZONING COMMISSION COMMUNICATION

DATE: December 12, 2023

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 Zone Change From B-2 Retail with the Sustainability Overlay District to B-2 Retail Zoning District, 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 7, Section 15.02.381 Permitted Use Table, automatic carwashes are allowed in a B-2 Retail zoning district, but not within the Sustainability Overlay. To facilitate this development, a zone change will be required to remove the Sustainability Overlay zoning district.

The owner will be required to obtain a Specific Use Permit for the new construction, and they will also be replatting the lots, as the planned structures will be crossing the lot lines.

FISCAL IMPACT

The new construction will increase the 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

Rezoning Request
PZ-2023-29
5400 Block of Grissom Rd

Mindy Teague
Planning & Zoning Director
Planning & Zoning Commission Meeting
December 12, 2023

Purpose/Background

- Request to rezone from B-2 Retail with Sustainability Overlay to B-2 Retail
- Use is “Carwash (automatic)”
- 5400 block of Grissom Rd
- Per LVCC Chapter 15 Zoning, Div 7, Sec 15.02.381 Permitted Use Table, the use is not allowed in the B-2 Retail with Sustainability Overlay district
- A zone change is required to remove the Sustainability Overlay District

Purpose/Background

- The owner will be required to replat the two lots and obtain a Specific Use Permit

Aerial View



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 via mail
 - No letters were received in favor or in opposition
- Staff recommends approval of the request
- Options
 1. Recommend Approval
 2. Recommend Denial