



**CITY OF LEON VALLEY
BOARD OF ADJUSTMENT**

6400 El Verde Road, Leon Valley, TX 78238
Monday, May 5, 2025, at 6:30 PM

AGENDA

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF BOA MINUTES

1. Discussion and Action to Consider Possible Approval of the Board of Adjustment Meeting Minutes of January 22, 2025 - BOA Members

3. NEW BUSINESS

1. Presentation, Discussion, and Consider Approval of a Request for a Variance to Chapter 15, Zoning, Article 15.02 Zoning Ordinance, Division 6. Districts, Boundaries, and Use Regulations, Sec. 15.02.306 – “R-1” Single-Family Dwelling, (c) Setback Requirements, (2) Rear Yard, to Allow a 13.5-foot Encroachment into the Minimum 30-foot Rear Setback, Located at 7408 Linkwood Street, Lot 2, Block F, CB 4446A, Linkwood Addition Subdivision, on Approximately 0.17 Acres of Vacant Land - S. Huerta, Planning and Zoning Director

4. ANNOUNCEMENTS BY MEMBERS 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 Board of Adjustment 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 BOARD OF ADJUSTMENT** 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 <https://www.leonvalleytexas.gov>. 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
April 30, 2025 3:40 PM





CITY OF LEON VALLEY

NOTICE OF MEETING

Board of Adjustment

6:30 PM – January 22, 2025

Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238

MINUTES

1. CALL TO ORDER AND ROLL CALL

Board Member Barker called the meeting to order at 6:30 P.M.

PRESENT

Board Chairman	Drew Power
Board Member	Danielle Bolton
Board Member	Linda Barker
Board Member	Teresa Moser

ABSENT

Council Liaison	Will Bradshaw - Excused
Board Member	Don Friedeck – Unexcused

Also in attendance was Planning and Zoning Director Susana Huerta and City Attorney Art Rodriguez.

2. APPROVAL OF MINUTES

1. Board of Adjustment – Regular Meeting - October 17, 2025

Board Member Bolton made a motion to approve the minutes as presented, which was seconded by Board Member Moser. The motion carried unanimously.

3. NEW BUSINESS

1. Board of Adjustment Training Meeting - Art Rodriguez, City Attorney and Susana Huerta, Planning and Zoning Director

City Attorney Art Rodriguez conducted the training for the Board. No action was taken.

4. NEW BUSINESS

Board Member Linda Barker announced the meeting adjourned at 6:54 P.M.

These minutes were approved by the Leon Valley Board of Adjustment on the 5th of May 2025.

APPROVED

DREW POWER
CHAIR

ATTEST: _____
SUSANA HUERTA
PLANNING AND ZONING DIRECTOR

BOARD OF ADJUSTMENT COMMUNICATION

DATE: May 5, 2025

TO: Board of Adjustment

FROM: Susana Huerta, AICP, Planning and Zoning Director

THROUGH: Crystal Caldera, Ph.D., City Manager

SUBJECT: Consider Approval of a Request for a Variance to Chapter 15, Zoning, Article 15.02 Zoning Ordinance, Division 6. Districts, Boundaries, and Use Regulations, Sec. 15.02.306 – “R-1” Single-Family Dwelling, (c) Setback Requirements, (2) Rear Yard, to Allow a 13.5-foot Encroachment into the Minimum 30-foot Rear Setback, Located at 7408 Linkwood Street, Lot 2, Block F, CB 4446A, Linkwood Addition Subdivision, on Approximately 0.17 Acres of Vacant Land

PURPOSE

Applicant/Property Owner: Leticia Chapa

Site: Lot 2, Block F, CB 4446A, Linkwood Addition Subdivision, 7408 Linkwood Street.

Background:

This is one of the very few remaining vacant lots in Linkwood. It is a single lot that is 65' wide by 120' long and it is zoned R-1 Single Family Dwelling. The applicant would like to build a new single-family residential home on this lot; however, they are requesting a variance to the minimum 30-foot rear yard setback requirement. They are proposing a 16.5-foot rear setback.

The property was platted in 1956 as part of the Linkwood Subdivision. The lot does not conform to the minimum 8,400 square foot lot area requirements (7,800 square feet). However, any lot platted prior to 1965 is exempt from this requirement per the Code.

CRITERIA FOR EVALUATION

The City's Zoning Code has established criteria for the evaluation of variances to zoning regulations. Section 15.02.722(bb) of the Zoning Code states this criteria as the basis for providing statements of findings in granting or denying a variance.

Granting a Variance:

(2) Variances: To prevail in receiving a variance, the applicant must demonstrate that a literal enforcement of the ordinance would result in unnecessary hardship. The applicant must show that the hardship is:

(A) Unique, oppressive, not common to other property, and not against the public interest;

Staff Finding: This is not a unique situation. As stated earlier, lots in Linkwood do not meet the minimum area requirements but most property owners have built homes without applying for variances.

(B) Not merely that the property cannot be utilized for its highest and best use;

Staff Finding: Reasonable use can be made of the property without the variance.

(C) Not self-imposed; and

Staff Finding: This is a proposed new home and therefore, this variance request is self-imposed.

(D) Not simply a hinderance to the developer's goals.

Staff Finding: This is simply a hinderance to the applicant's goals. The applicant could build a smaller home or consider a second story.

BACKGROUND

Similar variance applications:

- 7717 Linkside – Rear yard setback Request
 - 2024 – Approved
- 7477 Linkwood – Rear yard setback Request
 - 2015 - Denied
- 7303 Linkwood – Side yard setback Request
 - 2007 – Approved (1.5 feet for home)
- 7303 Linkwood – Side yard setback Request
 - 2018 – Denied – (2 feet for carport)
- 7608 Linkwood – Rear yard setback Request
 - 2007 – Denied

NOTIFICATION

Twenty-Four letters were mailed to property owners within 200' of the subject site. No letters were received in favor or in opposition. None were returned undeliverable.

RECOMMENDATION

Staff has reviewed this request and objects for the following reasons:

- The hardship is self-imposed, and
- Reasonable use can be made of the property within the setback limitations

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Susana Huerta, AICP
Planning and Zoning Director



**CITY OF LEON VALLEY
A REAR SETBACK VARIANCE**

Leticia Chapa, applicant, Project Number PZ-2025-10, is hereby granted a variance to the Leon Valley Code of Ordinances, Chapter 15, Zoning, Article 15.02 Zoning Ordinance, Division 6. Districts, Boundaries, and Use Regulations, Sec. 15.02.306 – “R-1” Single-Family Dwelling, (c) Setback Requirements, (2) Rear Yard to Allow a 13.5-foot encroachment into the Minimum 30-foot Rear Setback, Located at 7408 Linkwood Street, Lot 2, Block F, CB 4446A, Linkwood Addition Subdivision, on Approximately 0.17 Acres of Land.

The Board of Adjustment of the City of Leon Valley voted approval of the above variance on the 5th day of May 2025.

Chairperson

Attest:

Susana Huerta, AICP
Planning and Zoning Director



Commonwealth Services Inc.

16616 Green Maze Ln.

Helotes TX 78023

210-264-4269

April 10, 2025

Board of adjustment for rear setback variance

Leticia Chapa
7408 Linkwood
Leon Valley TX, 78240

This letter is to request a rear setback variance and offer background and explanation for our request.

The property at 7408 Linkwood was originally platted in 1956
This property does not conform to the standard lot size as laid out in the current ordinance of 8400 ft.².

When Miss Chapa was looking at purchasing the property, she did her due diligence, and according to the survey, no rear setback was recorded.
Every survey that we have received from the survey company shows a 30 foot front setback and 5 foot side setbacks with no rear setback.
She was also given a document called the Linkwood study from the City Of Leon Valley, This study laid out exceptions to the different ordinances based on the fact that some of these lots do not conform to the lot size standards.

Miss Chapa moved forward with purchasing the property and designing the home, her desire is a one story home where she's going to be able to age gracefully.
Miss Chapa does not desire a large yard to maintain and up keep.

After investigating the issues with Susana in the zoning department, it was brought to our attention that the correct front setback is 25 feet. We have moved the proposed home forward to the 25 foot setback. This will give us 16'5" for the rear setback of the home.

The home to the right of Miss Chapa's lot has a setback of 19 feet.

There are also numerous properties surrounding Miss Chapa's lot that have large garage buildings and apartments within 5 feet of the rear setback.

Susana stated that the buildings that I'm talking about are accessory structures, she is correct on some but there are at least two structures that are definitely attached to the main home as an extension of the house.

I find it extremely interesting that as long as it's a accessory structure the 5 foot setback is fine.

In our desire to find a resolution without having to go before the board of adjustment, I found two different sections in the code of ordinance that I felt like dealt with this issue. Susana did not agree and felt that the best course of action was to bring this before the board.

The two sections are as follows just for reference.

15.02.305 (g)

Lot area. On any lot separately platted as of September 21, 1965, a single-family house may be erected even though of less area than required by these regulations, with the requirement that it be connected to a public sewage disposal system.

Sec. 15.02.186 - Development of nonconforming lots

Nonconforming lots which do not meet the minimum area, width, or depth requirements for the district in which they are located may be used for any lawful purpose permitted within the zoning district in which they are located. However, the use of such a lot shall be subject to a determination by the zoning officer(s) that a good faith effort has been made to follow all rules and regulations associated with this article.

(1972 Code, sec. 30.406; 2008 Code, sec. 14.02.186)

Sec. 15.02.187 - Proof of legal nonconformance

It shall be the responsibility of the owner, operator, or occupant to provide proof that a nonconforming structure or use of land or building existed prior to the enactment of this ordinance.

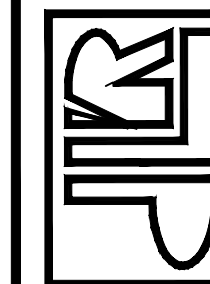
(1972 Code, sec. 30.407; 2008 Code, sec. 14.02.187)

I would like to mention that Susana has been fantastic to work with in her response and has treated us very respectfully and it has been a pleasure working with her.

We have a difference of opinion in the interpretation of these two sections, but we will come up with a resolution.

In conclusion, we are asking the board of adjustment to grant a rear setback variance so that we may move forward with the construction of the new home for Miss Chapa

Respectfully, Blaine Ty Matthews.



MIKE R. DE LEEUW
ARCHITECTURE

P.O. BOX 757 - BOERNF - TEXAS 78006 - TEL (210) 326-6641

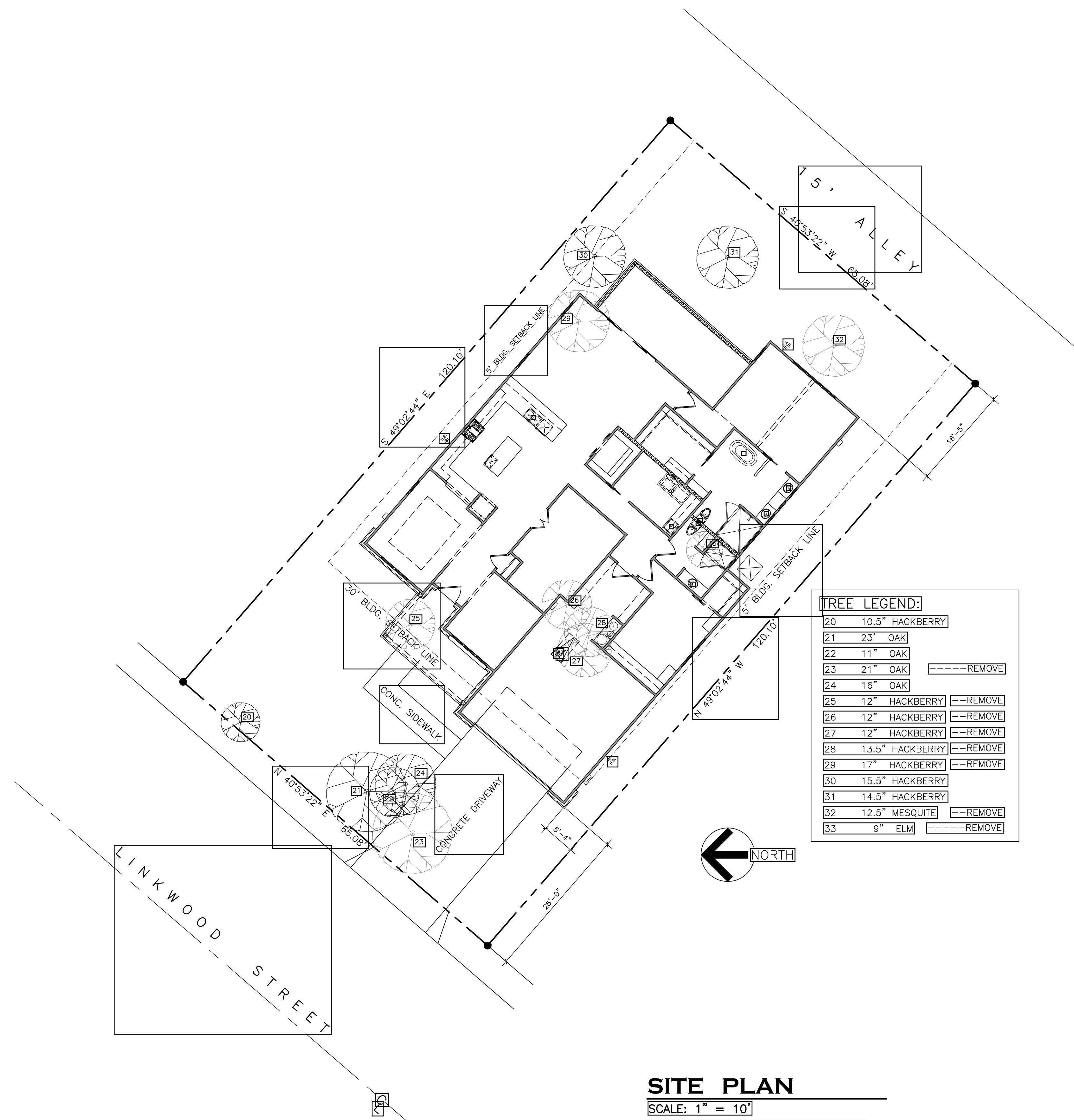
**NEW RESIDENCE FOR
Ms. LETICIA CHAPA**

7408 LINKWOOD DRIVE
SAN ANTONIO - TEXAS

REV. 4/08/25
REV. 3/31/25
REV. 2/03/25
REV. 1/31/25
REV. 1/18/25
REV. 1/04/25

SITE PLAN

DATE:
10/15/24
SHT. NO.
A-1

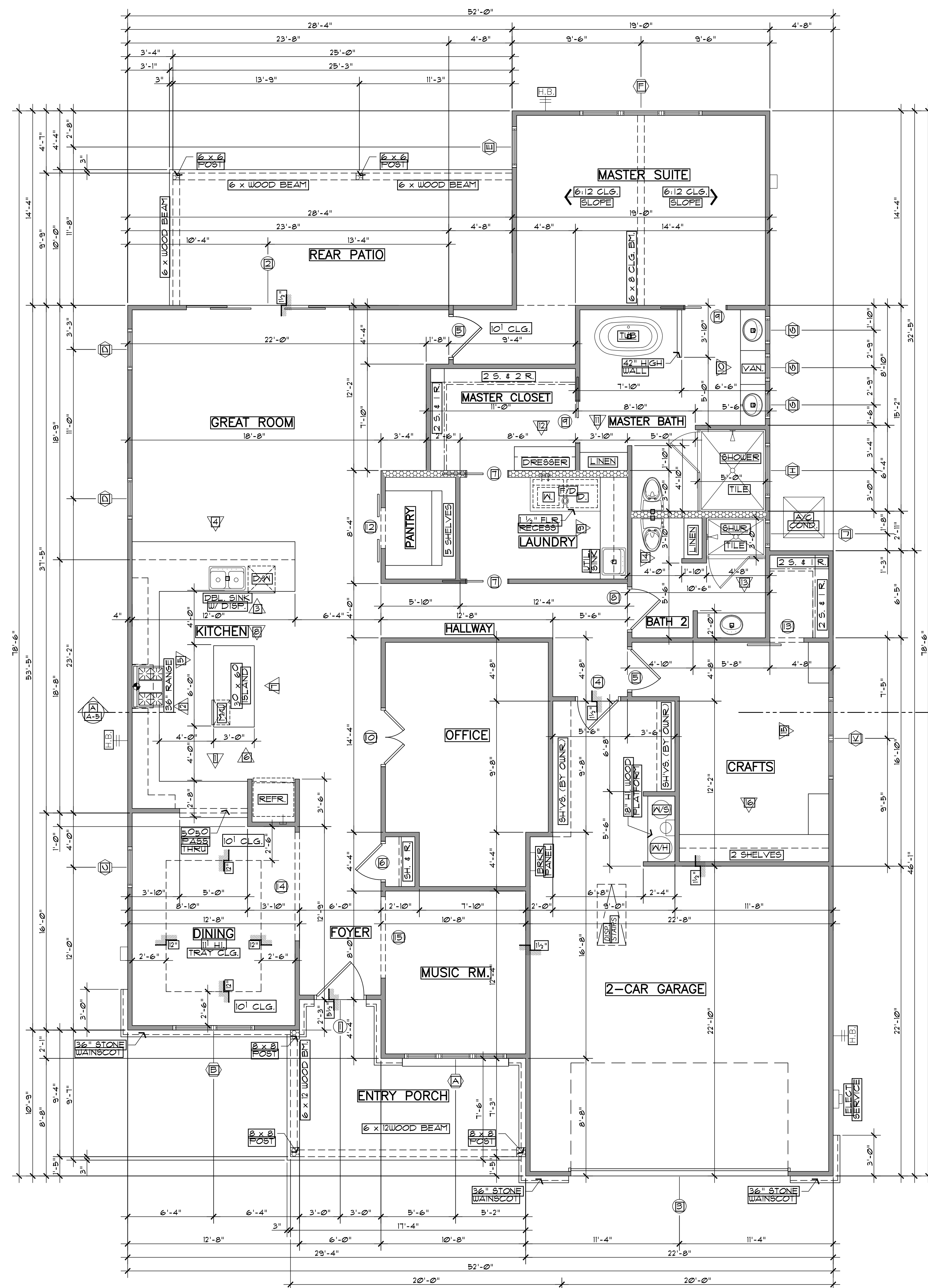


GENERAL CONDITIONS

- A. THE OWNER SHALL EXAMINE THE PLANS, GENERAL NOTES, AND THE SPECIFICATIONS AND SHALL BE THOROUGHLY FAMILIAR WITH THE TRUE INTENT AND MEANING OF ALL SAID DOCUMENTS.]
- B. ALL WORK SHALL CONFORM TO THE INTERNATIONAL BUILDING CODE, AND TO ALL LOCAL ORDINANCES (LATEST EDITION), AS WELL AS THE INTERNATIONAL MECHANICAL, PLUMBING AND ELECTRICAL CODES (LATEST EDITIONS).]
- NOTHING IN THE DRAWINGS AND SPECIFICATIONS SHALL BE CONSTRUED TO PERMIT AN INSTALLATION IN VIOLATION OF APPLICABLE CODES AND/OR RESTRICTIONS.]
- C. THE SAFETY PROVISIONS OF ALL APPLICABLE LAWS, BUILDING AND CONSTRUCTION CODES SHALL BE OBSERVED. SPECIFICALLY, ALL WORK SHALL BE PERFORMED IN CONFORMANCE WITH ALL STATE OSHA LAWS AS GOVERNED BY THE DEPARTMENT OF INDUSTRIAL SAFETY.
- NO TRENCHES OR EXCAVATIONS 5'-0" OR MORE IN DEPTH INTO WHICH A PERSON IS REQUIRED TO DESCEND SHALL BE PERMITTED UNLESS THE NECESSARY PERMIT IS OBTAINED FROM THE TEXAS DIVISION OF INDUSTRIAL SAFETY PRIOR TO THE ISSUANCE OF A BUILDING OR GRADING PERMIT.]
- D. THE CONTRACTOR SHALL VERIFY ALL JOB CONDITIONS PRIOR TO COMMENCING ANY WORK. THE BLUEPRINTS SHALL NOT BE SCALED; ANY DISCREPANCIES IN MEASUREMENTS SHALL BE CALLED TO THE ATTENTION OF THE ARCHITECT.]
- THE MATERIALS SPECIFIED INDICATE THE GRADE AND QUALITY INTENDED FOR USE ON THE PROJECT. ANY PROPOSED DEVIATION FROM THE SPECIFIED ITEM SHALL BE PRESENTED TO THE OWNER AND TO THE ARCHITECT FOR THEIR REVIEW AND CONSIDERATION PRIOR TO PURCHASE AND DELIVERY. NO MATERIAL SHALL BE USED THAT IS NOT THE GRADE AND QUALITY SPECIFIED OR THAT HAS NOT FIRST BEEN APPROVED BY THE OWNER AND/OR ARCHITECT.]

SHEET INDEX

SHEET INDEX	
NO.	SHEET NAME
A-1	SITE PLAN & NOTES
A-2	FLOOR PLAN & SCHEDULES
A-3	EXTERIOR ELEVATIONS
A-4	ROOF PLAN & INTERIOR ELEVATIONS
A-5	ELECTRICAL FLOOR PLAN & SECTIONS



DOOR SCHEDULE							
			DOOR			REMARKS	
NO.	QTY.	SIZE	MAT'L	TYPE	THK.	HARDWARE	
1	1	36" x 80"	WOOD	DECOR	1 3/4"	LOCKSET	ENTRY DOOR
2	1	120" x 80"	WOOD	SLIDING DRG.	1 3/4"	LOCKSET	TEMP. GLASS
3	1	160" x 80"	—	OVERHEAD	—	ELECT. OPNR.	SECTIONAL GARAGE DOOR
4	1	30" x 80"	WOOD	2 PANEL	1 3/4"	LOCKSET	DOOR TO GARAGE W/ SELF CLOSER
5	2	30" x 80"	WOOD	2 PANEL	1 3/8"	PASSAGE SET	
6	1	28" x 80"	WOOD	2 PANEL	1 3/8"	PASSAGE SET	
7	1	30" x 80"	WOOD	POCKET DR.	1 3/8"	PASSAGE SET	2 PANEL
8	1	30" x 80"	WOOD	2 PANEL	1 3/8"	BATH SET	
9	2	30" x 80"	WOOD	POCKET DR.	1 3/8"	BATH SET	2 PANEL
10	1	20" x 80"	WOOD	FRENCH DRG.	1 3/8"	PASSAGE SET	TEMP. GLASS
11	1	16" x 80"	WOOD	BARN DOORS	1 3/8"	BARN SET	3020 OPENING SIZE - VERIFY DOOR SIZE
12	1	26" x 80"	WOOD	BARN DOOR	1 3/8"	BARN SET	2620 OPENING SIZE - VERIFY DOOR SIZE
13	1	60" x 80"	—	CASED OPNG.	—	—	TO DINING ROOM
14	1	60" x 80"	—	CASED OPNG.	—	—	TO PIANO ROOM

WINDOW SCHEDULE							
			WINDOW		FRAME	REMARKS	
NO.	QTY.	TYPE	SIZE	HT.	GLASS	MATERIAL	
A	1	SINGLE HUNG	3'-2 1/2" x 6'-0"	8'-0"	LOW "E"	WOOD/VINYL	MULLED AS 1 ASSEMBLY
B	1	SINGLE HUNG	2'-3 3/4" x 5'-0"	8'-0"	LOW "E"	WOOD/VINYL	MULLED AS 1 ASSEMBLY
C	1	SINGLE HUNG	3'-0" x 5'-0"	8'-0"	LOW "E"	WOOD/VINYL	
D	2	SINGLE HUNG	3'-0" x 1'-0"	8'-0"	LOW "E"	WOOD/VINYL	
E	1	SINGLE HUNG	3'-0" x 6'-0"	8'-0"	LOW "E"	WOOD/VINYL	
F	1	SINGLE HUNG	3'-3 3/4" x 6'-0"	8'-0"	LOW "E"	WOOD/VINYL	MULLED AS 1 ASSEMBLY
G	1	FIXED	2'-0" x 2'-0"	8'-3"	LOW "E"	WOOD/VINYL	
H	1	FIXED	4'-0" x 2'-0"	8'-3"	LOW "E"	WOOD/VINYL	
I	1	FIXED	2'-0" x 2'-0"	8'-0"	LOW "E"	WOOD/VINYL	
J	1	SINGLE HUNG	2'-3 3/4" x 5'-0"	8'-0"	LOW "E"	WOOD/VINYL	MULLED AS 1 ASSEMBLY
K	1	FIXED	2'-0" x 3'-0"	1'-0"	LOW "E"	WOOD/VINYL	IN ATTIC GABLE

ROOM SCHEDULE			
NAME	FLOOR	CLG. HT.	REMARKS
FOYER	PRE-MFR. WOOD	10'-1"	
GREAT ROOM	PRE-MFR. WOOD	10'-1"	
OFFICE & W.C.	PRE-MFR. WOOD	10'-1"	
MUSIC ROOM	PRE-MFR. WOOD	10'-1"	
DINING	PRE-MFR. WOOD	10'-1"	TRAY CEILING TO II
KITCHEN	PRE-MFR. WOOD	10'-1"	
PANTRY	PRE-MFR. WOOD	10'-1"	
MASTER SUITE	PRE-MFR. WOOD	10'-1" FL.	CATHEDRAL CLG. (6:12 SLOPE)
MASTER BATH	TILE	10'-1"	
MASTER CLOSET	TILE	10'-1"	
LAUNDRY	TILE	10'-1"	
BATH 2	TILE	10'-1"	
HALLWAY	PRE-MFR. WOOD	10'-1"	
CRAFTS & CLOSET	PRE-MFR. WOOD	10'-1"	
GARAGE	CONCRETE	10'-1"	
ENTRY PORCH	CONCRETE	10'-1"	
REAR PATIO	CONCRETE	10'-1"	

AREAS	
MAIN FLOOR AREA —	2592'
TOTAL LIVING AREA —	2592'
GARAGE AREA —	626'
STONE LUG —	18'
FRONT ENTRY PORCH —	129'
REAR PATIO —	253'
TOTAL BUILDING AREA —	3618'

Copyright © 2024. All Rights Reserved.
 EXCLUSIVE PROPERTY OF MIKE R. DE LEEUW, P.A.
 NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR
 TRANSMITTED IN ANY FORM OR BY ANY MEANS,
 ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING,
 RECORDING, OR BY ANY INFORMATION STORAGE AND
 RETRIEVAL SYSTEM, WITHOUT WRITTEN PERMISSION FROM MIKE R. DE LEEUW, ARCHITECT.
 PRINTS MUST BE SIGNED BY THE ARCHITECT OR
 HIS/HERS AUTHORIZED REPRESENTATIVE. ANY
 OTHERS ARE VOID AND SHOULD BE
 DELETED.

MIKE R. DE LEEUW
 ARCHITECTURE



P.O. BOX 757 — BOERNE — TEXAS 78006 — TEL. (210) 326-6641

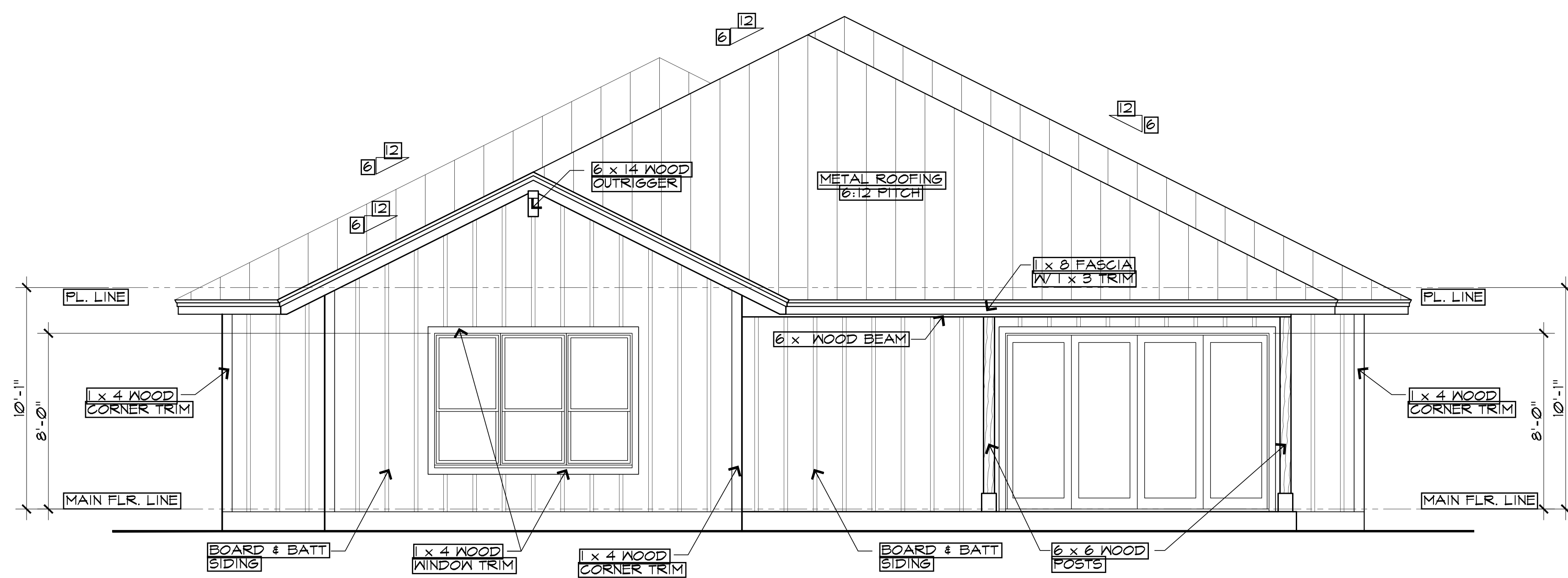
NEW RESIDENCE FOR
 MS. LETICIA CHAPA

17408 LINKWOOD DRIVE
 SAN ANTONIO — TEXAS

REV. 4/08/23
 REV. 3/31/23
 REV. 2/03/23
 REV. 1/31/23
 REV. 1/18/23
 REV. 1/04/23

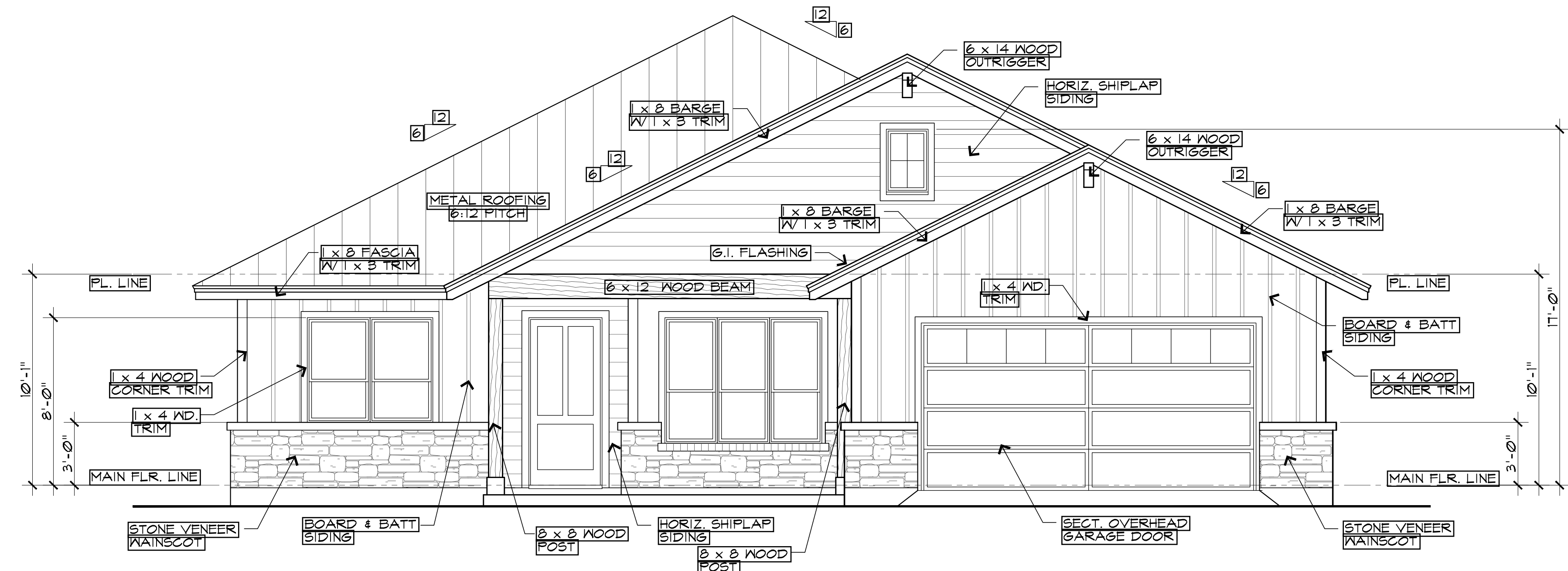
FLOOR PLAN

DATE:
 10/15/24
 SHT. NO.
 A-2



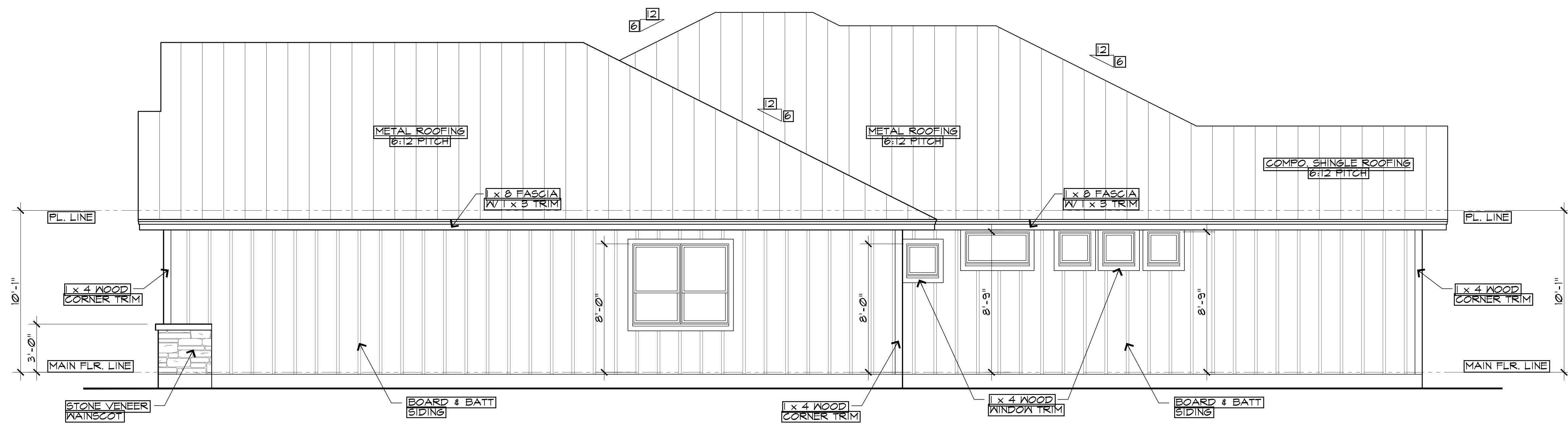
REAR ELEVATION

SCALE: 1/4"=1'-0"



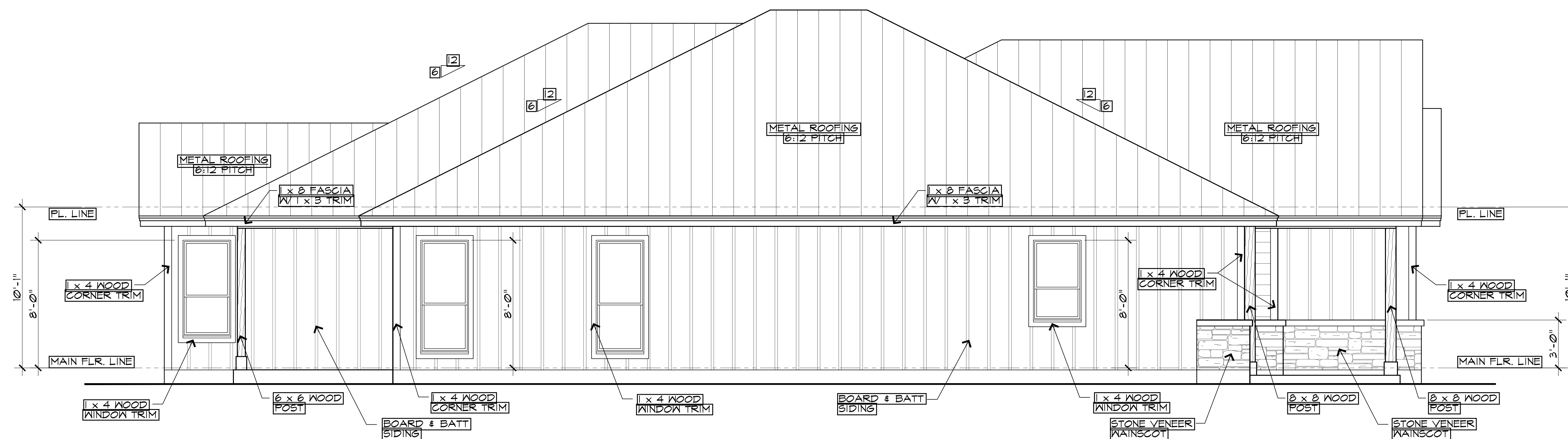
FRONT ELEVATION

SCALE: 1/4"=1'-0"



RIGHT ELEVATION

SCALE: 1/4"=1'-0"



LEFT ELEVATION

SCALE: 1/4"=1'-0"

Copyright © 2024. All Rights Reserved.
Exclusive Property of Mike R. de Leeuw, AIA
No part of this document may be reproduced without written
permission from Mike de Leeuw, Architect.
Prints must be signed by the Architect or
they are deemed to be illegal and should be
destroyed or reported to this office.

MIKE R. DE LEEUW
ARCHITECTURE



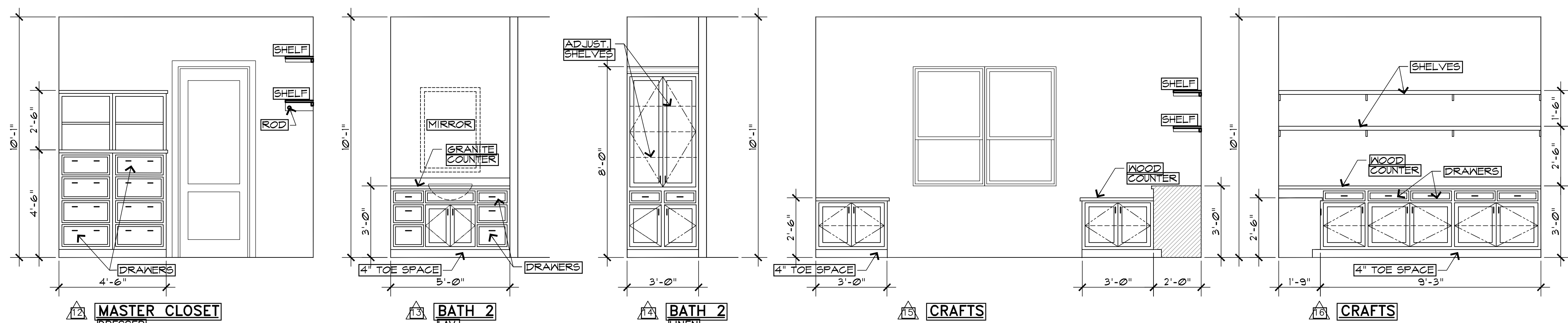
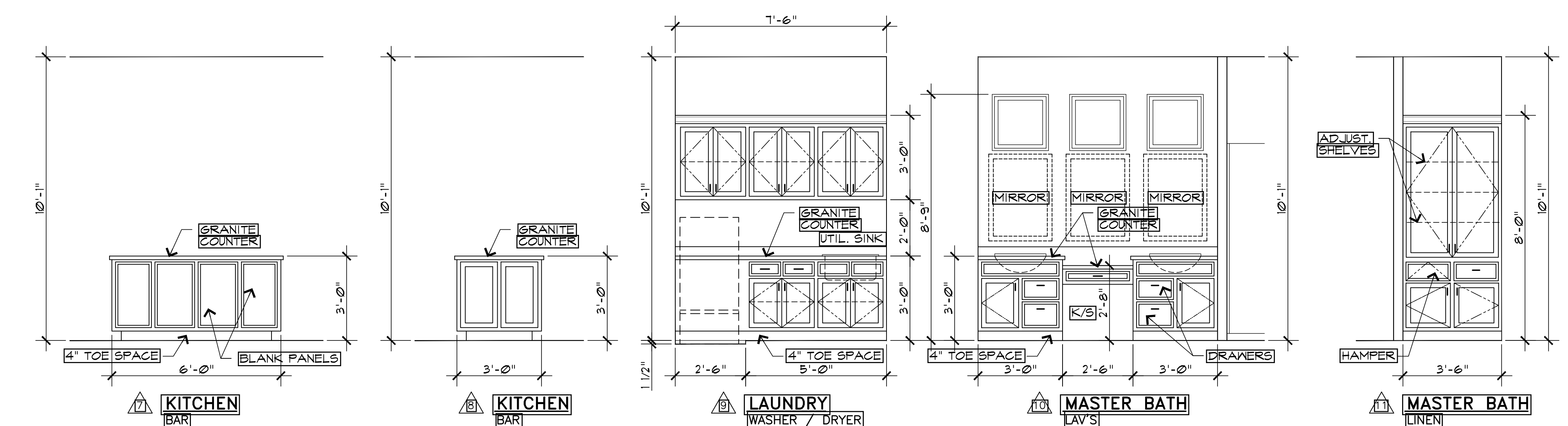
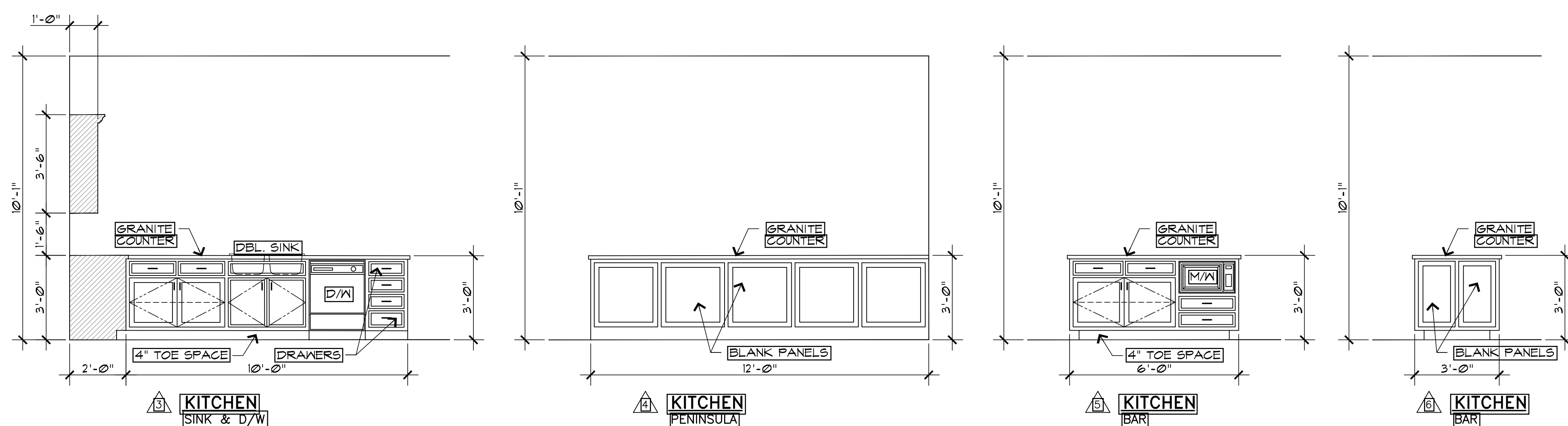
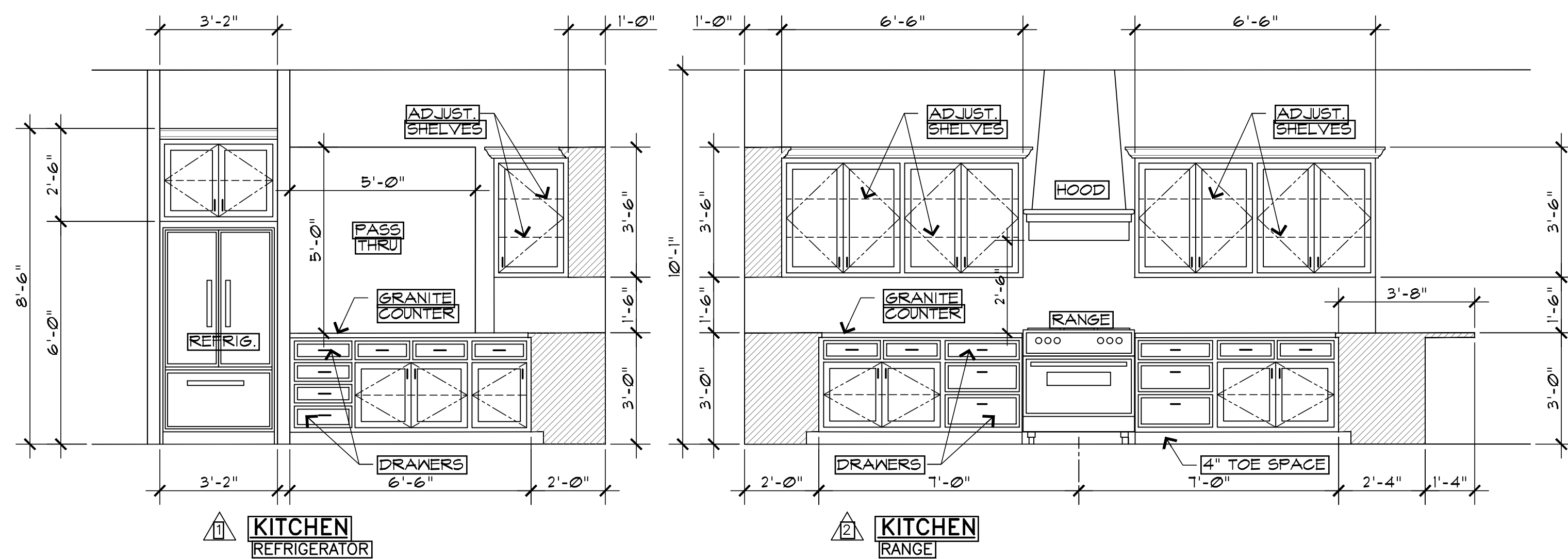
P.O. BOX 757 — BOERNE — TEXAS, 78006 — TEL. (210) 326-6643

NEW RESIDENCE FOR
MS. LETICIA CHAPA
17408 LINKWOOD DRIVE
SAN ANTONIO — TEXAS

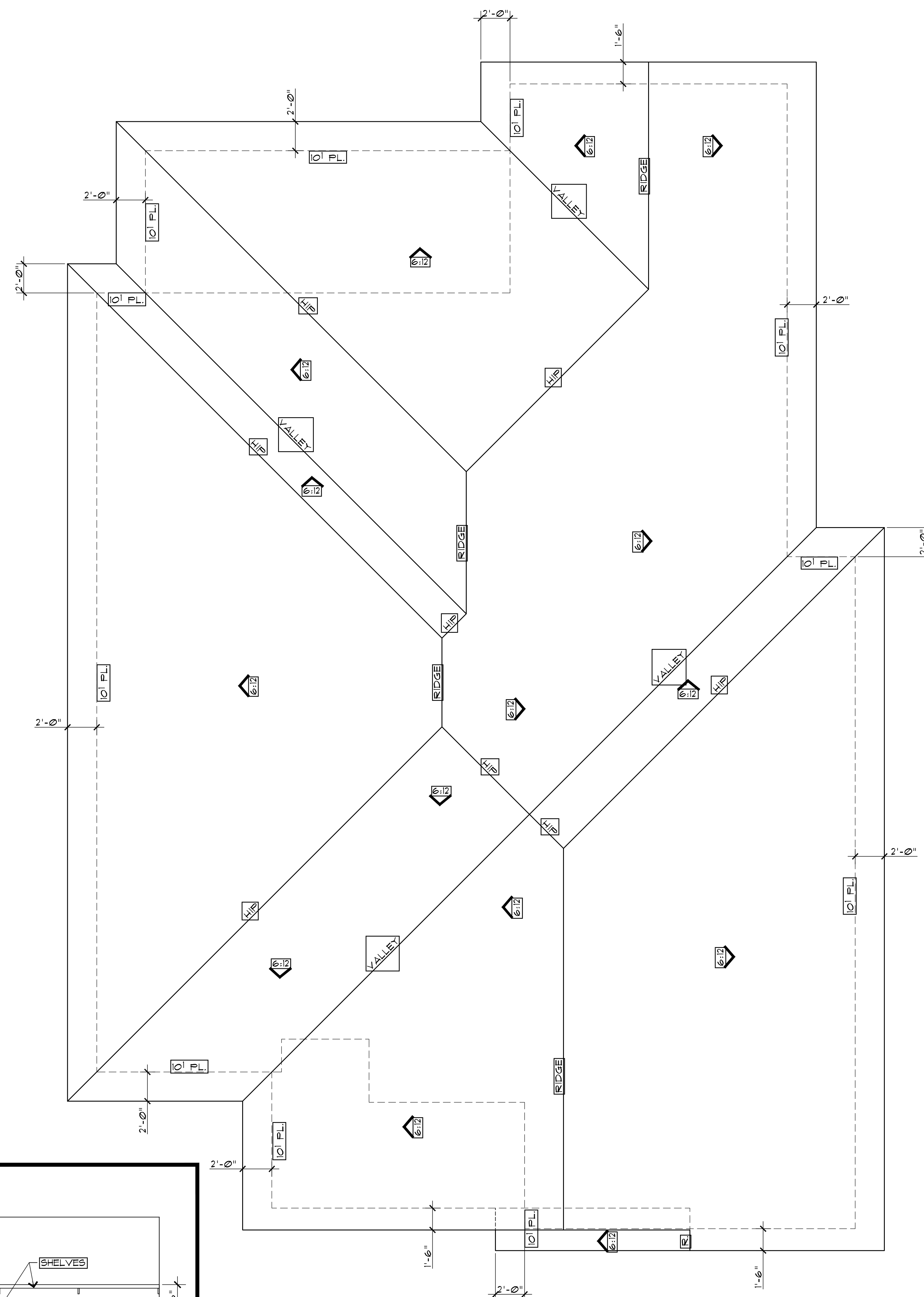
REV. 4/08/25
REV. 3/31/25
REV. 2/03/25
REV. 1/31/25
REV. 1/18/25
REV. 1/04/25

EXTERIOR
ELEVATIONS

DATE:
10/15/24
SHT. NO.
A-3



INTERIOR ELEVATIONS
 SCALE: 3/8"=1'-0"



ROOF PLAN

SCALE: 1/4"=1'-0"

NOTES:

1. ALL PLATE HEIGHTS SHOWN ARE REFERENCED ABOVE THE MAIN FLOOR LINE, EXCEPT WHERE
2. ROOF COVERING TO BE STANDING SEAM METAL ROOFING.
3. ALL ROOF VENTS AND JACKS TO BE LOCATED AT REAR SLOPES OF THE ROOF - (TYPICAL AS APPLICABLE)
4. ALL DIMENSIONS SHOWN ARE MEASURED IN A HORIZONTAL PLANE AND ARE TAKEN FROM THE FACE OF WALL STUD.
5. INSTALL GALVANIZED METAL FLASHING AT ALL ROOF TO VERTICAL SURFACE INTERSECTIONS.

Copyright © 2024. All Rights Reserved.
 EXCLUSIVE PROPERTY OF MIKE R. DE LEEUW ARCHITECTURE, L.P.A.
 NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT WRITTEN PERMISSION FROM MIKE R. DE LEEUW ARCHITECTURE, L.P.A.
 Prints must be signed by the Architect or a Licensed Professional Engineer.
 They are intended to be used for the project only and should not be used for any other purpose.

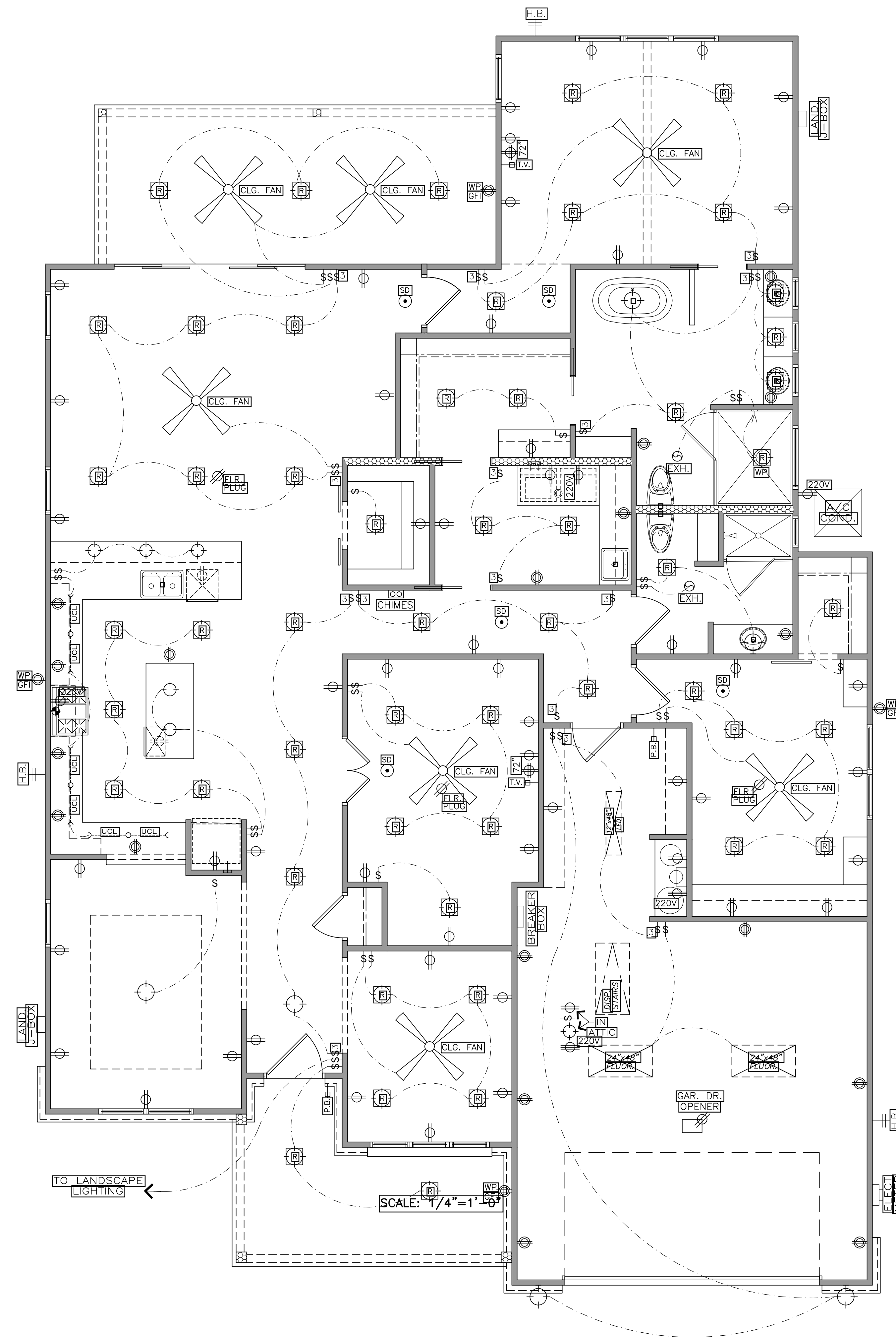
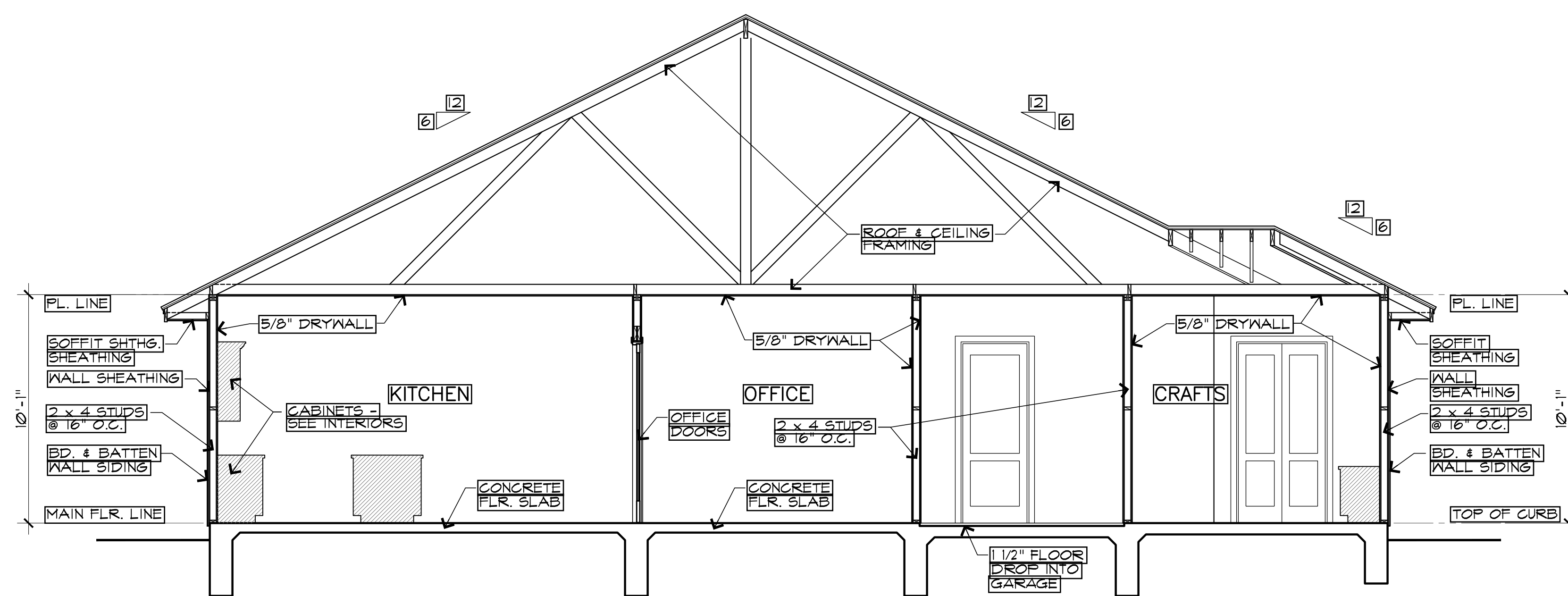
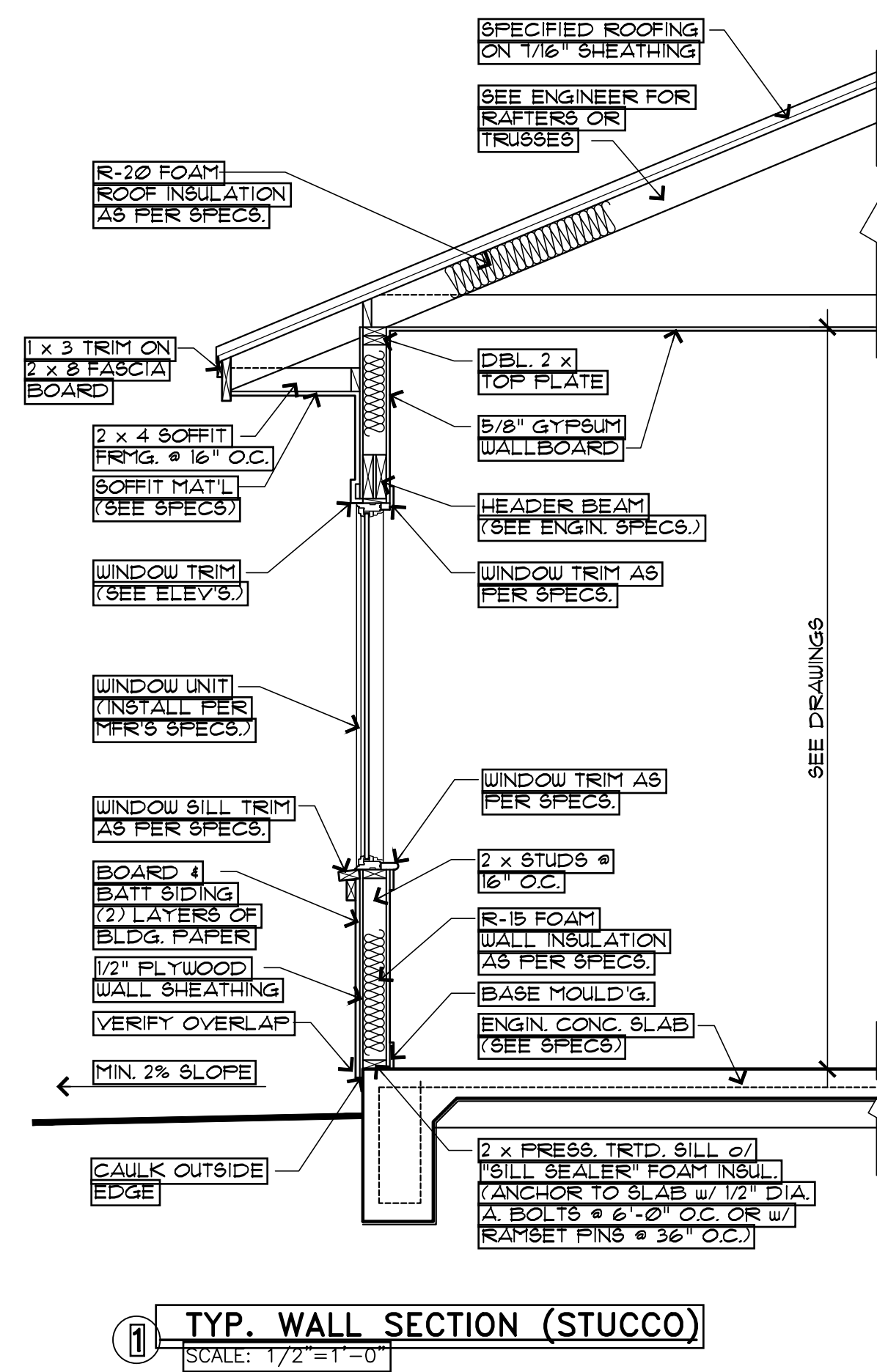
MIKE R. DE LEEUW ARCHITECTURE
 P.O. BOX 757 - BOERNE - TEXAS 78006 - TEL. (210) 326-6641

NEW RESIDENCE FOR MS. LETICIA CHAPA
 17408 LINKWOOD DRIVE
 SAN ANTONIO - TEXAS

REV. 4/08/23
 REV. 3/31/23
 REV. 2/03/23
 REV. 1/31/23
 REV. 1/18/23
 REV. 1/04/23

ROOF PLAN INT. ELEV.

DATE: 10/15/24
 SHT. NO. A-4



DRAWING SYMBOLS	
	110V OUTLET
	220V OUTLET
	WEATHER PROOF
	GROUND FAULT INT.
	HALF SWITCHED
	LIGHT SWITCH
	3-WAY SWITCH
	4-WAY SWITCH
	DIMMER SWITCH
	ELECTRICAL WIRE
	LIGHT FIXTURE
	WALL SCONCE
	RECESSED LIGHT
	EYEBALL SPOT
	UNDER CAB. LIGHT
	ABOVE CAB. LIGHT
	CABLE T.V. JACK
	DATA OUTLET
	SMOKE & CO DETECTOR
	PUSH BUTTON
	CHIMES
	GAR. DR. OPENER
	VENT
	VENT & LIGHT
	HEAT VENT & LT.
	GAS SUPPLY
	HOSE BIBB
	COLD WTR.
	HOT & COLD WTR.

Copyright © 2024. All Rights Reserved.
Exclusive Property of Mike R. de Leeuw, AIA.
This drawing is the property of Mike R. de Leeuw, AIA.
No part of this drawing may be reproduced without written
permission from Mike R. de Leeuw, Architect.
Prints must be signed by the Architect or
they are deemed to be illegal and should be
destroyed if not used.

MIKE R. DE LEEUW
ARCHITECTURE



P.O. BOX 757 — BOERNE — TEXAS 78006 — TEL. (210) 326-6641

NEW RESIDENCE FOR
MS. LETICIA CHAPA

72408 LINKWOOD DRIVE
SAN ANTONIO — TEXAS

REV. 4/08/25
REV. 3/31/25
REV. 2/03/25
REV. 1/31/25
REV. 1/18/25
REV. 1/04/25

ELECTRICAL
PLAN
SECTIONS

DATE:
10/15/24
SHT. NO.
A-5



Setback Variance Request PZ-2025-10 7408 Linkwood Street

Susana Huerta, AICP
Planning and Zoning Director
Board of Adjustment Meeting
May 5, 2025

Summary

- Question
 - Should the Board Grant a Rear yard Setback Variance to Allow a 13.5-Foot Encroachment into the Minimum 30-foot Rear Setback, Located at 7408 Linkwood Street, Lot 2, Block F, CB 4446A, Linkwood Addition Subdivision, on Approximately 0.17 Acres of Land.
- Options
 - Grant the variance
 - Deny
 - Other
- Declaration
 - Staff recommends denial

Background

- Applicant: Leticia Chapa
- Request: A variance to LVCC Chapter 15 Zoning, Division 6 Districts, Boundaries, and Use Regulations, Section 15.02.306, (c) (2) Rear Yard
- To build a new home with a back porch that would encroach 13.5 feet into the required rear yard

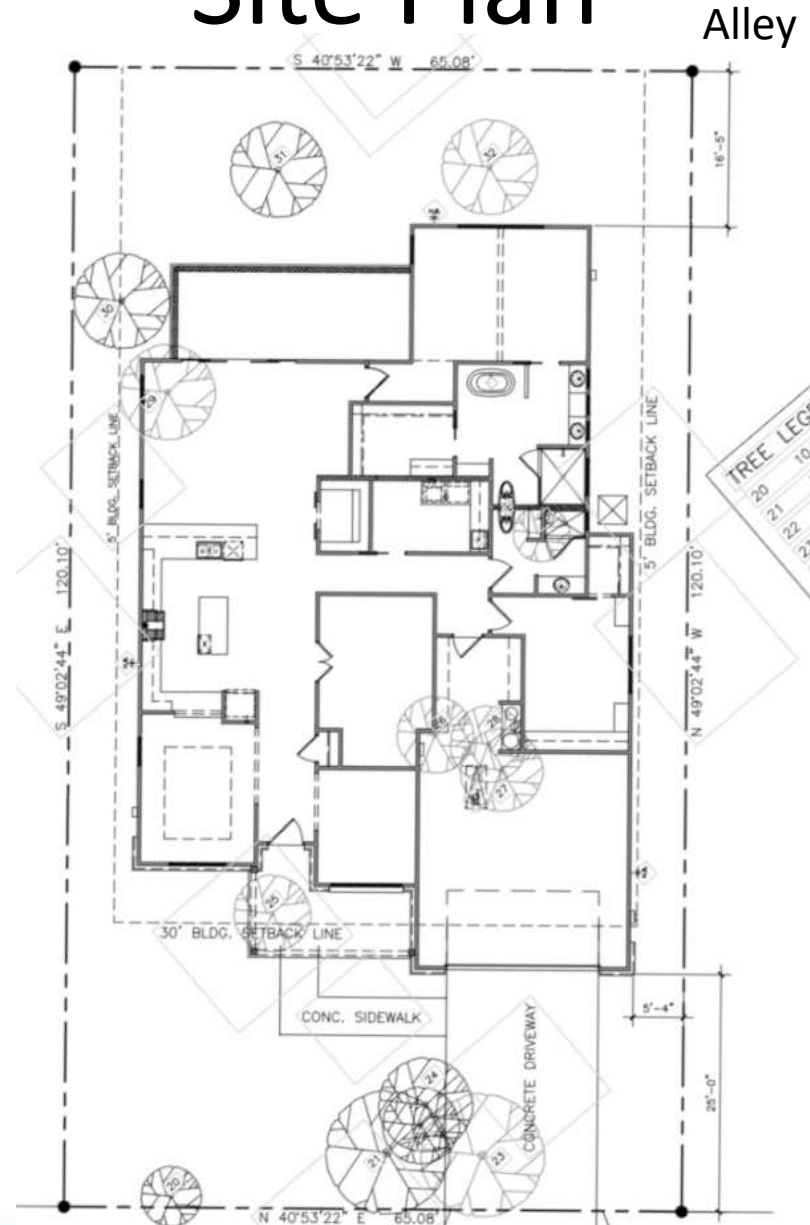
Background

- The applicant is the owner of the property located at 7408 Linkwood Street
- They would like to construct a new home that would encroach into the 30-foot rear yard setback by 13.5 feet
- The property is zoned R-1 Single Family Dwelling and is vacant

Background

- **Similar variance applications:**
- 7717 Linkside – Rear yard setback Request
 - 2024 – Approved
- 7477 Linkwood – Rear yard setback Request
 - 2015 - Denied
- 7303 Linkwood – Side yard setback Request
 - 2007 – Approved (1.5 feet for home)
- 7303 Linkwood – Side yard setback Request
 - 2018 – Denied – (2 feet for carport)
- 7608 Linkwood – Rear yard setback Request
 - 2007 – Denied

Site Plan



Linkwood Street

Front Elevation

Item 1.



Aerial

Item 1.



Code Requirements

- The City's Zoning Code has established criteria for the evaluation of variances to zoning regulations. Section 15.02.722(bb) of the Zoning Code, states this criteria as the basis for providing statements of findings in granting or denying a variance.
- **Granting a Variance:**
- (2) Variances: To prevail in receiving a variance, the applicant must demonstrate that a literal enforcement of the ordinance would result in unnecessary hardship. The applicant must show that the hardship is:

Code Requirements

- (A) Unique, oppressive, not common to other property, and not against the public interest;
- **Staff Finding:** This is not a unique situation. As stated earlier, lots in Linkwood do not meet the minimum area requirements but most property owners have built homes without applying for variances.
- (B) Not merely that the property cannot be utilized for its highest and best use;
- **Staff Finding:** Reasonable use can be made of the property without the variance.

Code Requirements

- (C) Not self-imposed; and
- **Staff Finding:** This is a proposed new home and therefore, this variance request is self-imposed.
- (D) Not simply a hinderance to the developer's goals.
- **Staff Finding:** This is simply a hinderance to the applicant's goals. The applicant could build a smaller home or consider a second story.

Notification

- 24 Letters were mailed to property owners within 200' of the subject site
 - No letters were received in opposition or in favor
 - None were returned undeliverable

Staff Analysis

- Staff has reviewed this request and objects for the following reason(s):
 - The hardship is self-imposed
 - Reasonable use can be made of the property within the setback limitations