



**CITY OF LEON VALLEY  
PLANNING & ZONING COMMISSION**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, October 22, 2024 at 6:30 PM

**AGENDA**

---

**1. CALL TO ORDER AND ROLL CALL**

**2. APPROVAL OF ZONING COMMISSION MINUTES**

1. Planning & Zoning Commission - Regular Meeting - September 24, 2024

**3. NEW BUSINESS**

1. Discussion and Possible Action to Recommend Amending the Leon Valley City Code of Ordinances, Chapter 15 Zoning, Article 15.02 Zoning, Division 6. Districts, Boundaries, and Use Regulations, Sec 15.02.327 - "PDD" Planned Development District - M. Moritz, Public Works Director
2. Presentation, **Public Hearing**, and Possible Recommendation to Consider Approval of a Request to Amend Specific Use Permit PZ-2021-5, Construction of Automobile Storage Canopies, to Add Self-Service Storage Units, on a 4.89-acre Tract of Land, Located at 5426 Grissom Road, Being Lot 103, Block 101, CB 4433, Vaughn-Watson Subdivision - R. Salinas, Planning and Zoning Director.
3. Presentation, Discussion, and Action Consider Approval of a Plat, being a 5.949-acre tract of land, Known as P-46, ABS 664, CB 4446, Poss Landing Subdivision Unit II, located at 7205 Huebner - R. Salinas, Director of Economic Development
4. Presentation, Discussion, and Action to Consider Approval of a Preliminary Plat of Seneca Trails Phase I Subdivision Being 39.060-Acre Tract of Land, Being a Portion of the Grass Hill Estates Subdivision; Good Samaritan Lodge Subdivision; P-1, ABS 399, CB 4429; P-11, ABS 432, CB 4430; and P-13, ABS 432, CB 4430, Located Along Samaritan Drive - R. Salinas, Director of Economic Development
5. Discussion and Action - Select an Alternate Meeting Date for the December 2024 Meeting Date - Commissioners

**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

*Roque Salinas*



Roque Salinas  
Director of Economic Development  
October 17, 2024 at 7:00pm



**City of Leon Valley  
PLANNING AND ZONING COMMISSION  
MEETING MINUTES  
6:30 PM – SEPTEMBER 24, 2024  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238**

**1. CALL TO ORDER AND ROLL CALL**

Chair Erick Matta called the Planning and Zoning Commission meeting to order at 6:30PM.

**PRESENT**

Commissioner	David Perry	Place 1 Voting member
2 <sup>nd</sup> Vice-Chair	Andrea Roofo	Place 2 Voting member
Commissioner	Hilda Gomez	Place 3 Voting member
Commissioner	Pat Martinez	Place 4 Voting member
1 <sup>st</sup> Vice- Chair	Mary Ruth Fernandez	Place 5 Voting member
Chair	Erick Matta	Place 6 Voting member
Commissioner	Cynthia Koger	Place 7 Voting member
1 <sup>st</sup> Alternate	Abraham Diaz	Nonvoting member
2 <sup>nd</sup> Alternate	Beth Mursch	Nonvoting member
3 <sup>rd</sup> Alternate	Olen Yarnell	Nonvoting member
Council Liaison	Benny Martinez	Nonvoting member

Also in attendance were Economic Development Director Roque Salinas, Public Works Director Melinda Moritz, City Manager Dr. Crystal Caldera, City Council Member Will Bradshaw and Permit Technician Elizabeth Aguilar.

**2. APPROVAL OF ZONING COMMISSION MINUTES**

**1. Planning & Zoning Commission - Regular Meeting - July 23, 2024**

Olen Yarnell, as a member of the public, requested to be recognized to comment on the minutes. His questions regarding the status of an alternate and how they became an official member and how the 2<sup>nd</sup> alternate were allowed during the July meeting. Staff answered his question and moved on.

2<sup>nd</sup> Vice-Chair Roofo made a motion to approve the minutes as presented, which was seconded by Commissioner Perry. The motion carried unanimously.

**2. Planning & Zoning Commission - Regular Meeting - August 27, 2024**

2<sup>nd</sup> Vice-Chair Roofo and Commissioner Gomez stated that they were marked unexcused for the last meeting, but they had emailed stating they would not be attending. Changes were noted and corrected.

Olen Yarnell, as a member of the public, requested to be recognized to comment on the minutes. His comment was on the minutes that could have more detail. The chair provided an answer that all meetings are recorded and that anyone can watch it to get the full details of the meeting.

2<sup>nd</sup> Vice-Chair Roofo made a motion to accept the minutes with corrections, which was seconded by Commissioner Koger. The motion carried unanimously.

**3. NEW BUSINESS**

**1. Presentation, Public Hearing, and Possible Action to Consider a Recommendation on a Replat of Approximately 2.32-acre tract of Vacant Land, Located in the 5400 Block of Grissom Road, From Lots 4 and 5 to Lots 8 and 9, Block 102, CB 4433, Timberhill Apartments Subdivision. - R. Salinas, Planning and Zoning Director.**

Mr. Salinas presented the case information. A brief discussion was held between the Commissioners and Mr. Salinas regarding the reason for the replat.

Chair Matta opened the public hearing at 6:48PM. Seeing that nobody wished to speak, Chair Matta closed the public hearing at 6:49PM.

2nd Vice-Chair Roofe made a motion to approve the replat as presented, which was seconded by 1st Vice-Chair Fernandez. The motion carried unanimously.

Voting Yea: Commissioners Perry, Gomez, Martinez and Koger, Chair Matta, 2<sup>nd</sup> Vice-Chair Roofe and 1<sup>st</sup> Vice-Chair Fernandez

Voting Nay: None

- 2. Presentation, **Public Hearing**, Discussion, and Recommendation to Amend Specific Use Permit PZ-2023-30 to Relocate the Proposed Facility on the Lot for the Construction and Operation of a Carwash (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 - R. Salinas, Planning and Zoning Director

Mr. Salinas presented the case information.

Chair Matta opened the public hearing at 6:51PM.

Olen Yarnell had questions regarding Grissom Road access and what would happen to the smaller portion of the property.

Staff answered Mr. Yarnell's questions and moved on.

Chair Matta closed the public hearing at 6:54PM.

2nd Vice-Chair Roofe made a motion to approve the replat as presented, which was seconded by Commissioner Martinez. The motion carried unanimously.

Voting Yea: Commissioners Perry, Gomez, Martinez and Koger, Chair Matta, 2<sup>nd</sup> Vice-Chair Roofe and 1<sup>st</sup> Vice-Chair Fernandez

Voting Nay: None

- 3. Discussion and Possible Action to Amend the Leon Valley City Code of Ordinances, Chapter 15 Zoning, Article 15.02 Zoning, Division 6. Districts, Boundaries, and Use Regulations, Sec 15.02.327 - "PDD" Planned Development District - M. Moritz, Public Works Director

A brief discussion was between the Commissioners and Public Works Director Moritz about recommendations for changes. Ms. Moritz stated she would prepare a final draft, based on their recommendations, for the next meeting.

**4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF**

Economic Development Director Roque Salinas announced that binders will still be provided to the Commissioners if they would like them. Commissioners were asked to email stating whether they would still like a binder printed for each meeting.

**5. ADJOURNMENT**

Chair Erick Matta announced the meeting adjourned at 7:10PM.

*These minutes were approved by the Leon Valley Planning & Zoning Commission on the 22<sup>nd</sup> of October 2024.*

APPROVED

\_\_\_\_\_  
**ERICK MATTA**  
CHAIR

ATTEST: \_\_\_\_\_  
ELIZABETH AGUILAR  
PERMIT TECHNICIAN

### Sec. 15.02.327 "PDD" planned development district

- (a) *Purpose.* The purpose of a planned development ("PDD") zoning district is to facilitate a specific development project, in accordance with a PDD project plan, that may include uses, regulations and other requirements that vary from the provisions of other zoning districts. PDD districts are intended to generally implement the following:
- (1) To provide for flexibility in the planning and construction of development projects by allowing a combination of uses developed in accordance with an approved plan that protects adjacent properties ~~and creative planning~~;
  - (2) To implement the goals, objectives, and maps of the city's comprehensive plan, including but not limited to, the city's future land use plan;
  - (3) Economic development;
  - (4) Compatibility of land uses;
  - (5) Innovative planning concepts;
  - (6) Higher quality development for the community than would result from the use of the city's standard zoning districts; ~~and~~
  - ~~(7) Expansion of uses with buildings constructed prior to the adoption of the sustainability overlay district on December 1, 2009, that may be difficult to re-purpose;~~
  - (8) To encourage the preservation and enhancement of natural amenities and cultural resources; to protect the natural features of a sit that relates to its topography, shape, and size, and to provide for a minimum amount of open space;
  - (9) To encourage infill projects and the development of sites made difficult for conventionally designed development due to shape, size, abutting development, poor accessibility or topography; and
  - (10) To encourage private streets and gated entrances for new subdivisions.
- (b) *Applicability.* A PDD district shall only be established in one or more of the following circumstances:
- (1) The land is proposed for development as a mixed-use development or a traditional neighborhood development requiring more flexible and innovative design standards;
  - (2) The land is located in close proximity to established residential neighborhoods where standard zoning classifications may not adequately address neighborhood concerns regarding the quality or compatibility of the adjacent development, and where it may be desirable to the neighborhood, the developer, or the city to develop and implement mutually agreed, enforceable development standards;

- (3) The land serves as transition between different and seemingly incompatible land uses;
- (4) The land, or adjacent property that would be impacted by the development of the land, has sensitive or unique environmental features requiring a more flexible approach to zoning and clustering of uses, or special design standards, in order to afford the best possible protection of the unique qualities of the site or the adjacent property;

~~(5) To provide for the expansion of a lawfully operating nonconforming uses under the conditions that follow:~~

~~(A) Prior to December 1, 2009, the lawfully operating nonconforming use was both:~~

~~(i) Fully conforming with the then applicable zoning regulations;~~

~~(ii) Located within an existing development or building(s), which were specifically designed, both functionally and aesthetically, for its presently legally nonconforming use; and~~

~~(iii) Rezoning the land on which the lawfully operating nonconforming use operates to a standard zoning district or classification, which would allow the expansion of the nonconforming use as a matter of right, may cause the zoning district designation of the land to be determined to be incompatible with the surrounding uses and zoning districts.~~

(c) *Nature of the district.* Each PDD shall be unique and tailored to the specific site and proposed development project. Each PDD shall be governed by "base zoning" comprised of a zoning district specified within section 15.02.301 of this chapter 15 ~~and any additional overlay districts if appropriate~~. Each PDD shall also be governed by a project plan, as well as any other items specific to the ordinance adopting the district as specified in section 15.02.327(d) below. [There is no minimum size for a planned development district.](#)

#### (d) Permitted Uses and Density

(1) *Uses.* A planned development district may include residential, commercial, and industrial uses; cluster housing; common areas; unusual arrangements of structures on-site; or other combinations of structures and uses that depart from standard development. The uses permitted in a "PDD" are those designated in the approved PDD plan. Density limits are used to determine the maximum number of permitted dwelling units.

Planned development districts containing one (1) single zoning district shall be annotated with the zoning district (R-1, R-4, R-6, etc.) and may be developed to the density indicated in the maximum density table in subsection (2) below.

Planned development districts which contain more than one (1) zoning district shall have each zoning district annotated as well, and each individual district may be

developed to the density indicated in the maximum density table in subsection (2) below.

(2) Density Table. The PDD plan shall divide the PDD into land use categories and shall indicate the uses permitted in each category. For residential land use categories, the maximum number of dwelling units permitted per acre for each land use category is as follows:

Land Use Category	Maximum Density
"RE -1"	1
"R-1"	5
"R-2"	4
"R-3"	33
"R-4"	25
"R-5"	13
"R-6"	10
"R-7"	8

Total allowable density is calculated by multiplying the amount of net usable acres times the appropriate number above. Floodplains (100-year), steep slopes, non-buildable areas and existing easements are not used to determine net acreage.

(3) Attached Dwelling Units. Dwelling units may be attached in all PDD's except for land use categories designated "RE-1".

(4) Lots. There is no minimum area requirement for lots. Lot boundaries may coincide with structure boundaries except where perimeter lot setbacks are required.

(d) *Items specific to the ordinance.* The adopting ordinance establishing a PDD shall set forth the following:

(1) *Base zoning district.* The adopting ordinance shall specify a base zoning district by which use and development standards shall be applied to subsequent development permits for land within the PDD; unless specifically excepted according to the provisions of this section. The base zoning district specified shall conform to the provisions of the city's comprehensive master plan, including the city's future land use plan.

(2) *Permitted or prohibited uses.*

- 
- (A) The adopting ordinance shall specify any uses not allowed in the base zoning district ~~and applicable overlay districts~~ that shall be permitted in the PDD, provided that such uses do not conflict with any provisions of the city's comprehensive plan.
- (B) The adopting ordinance shall specify any uses permitted in the base district ~~and any uses permitted in the applicable overlay districts~~ that shall be prohibited in the PDD.
- (3) *Development standards.*
- (A) The adopting ordinance shall specify any supplemental design or development standards not required by the base zoning district that shall be applied to subsequent development permits for land within the PDD.
- (B) The adopting ordinance shall specify any development standards required by the base zoning district ~~and applicable overlay districts~~ that shall be varied for subsequent development permits for land within the PDD.
- (C) Standards that may be varied include but are not limited to the following:
- (i) Residential density.
  - (ii) Building setbacks.
  - (iii) Building height.
  - (iv) Lot coverage.
  - (v) Parking and access.
  - (vi) Landscaping and buffering.
  - (vii) Streetscape design.
  - (viii) Architecture.
- (D) Varied standards may increase or decrease the requirements otherwise applicable to particular uses.
- (E) Any graphic depictions used to illustrate such standards, unless otherwise provided in the PDD regulations, shall be considered standards that apply to subsequent development applications.
- (4) *PD project plan.* No PDD may be established without approval of a project plan, containing the documents and minimum information specified in section 15.02.327(e) below.
- (5) *Additional items.* The adopting ordinance may also specify the following if necessary:
- (A) Required dedications of land or public improvements;
  - (B) A phasing schedule for the project, where applicable, setting forth the dates for submittal of site development plans and the timing of performance by the developer for dedications of land or public
-



---

improvements and satisfaction of any conditions in relation to the phasing of development, where applicable;

- (C) Any variations from the city's subdivision or utilities standards pertaining to provision of roadway and drainage facilities provided such variance is justified by a city approved traffic impact study, drainage study, or other type of applicable engineering study, which may be required as a prerequisite for approving a PDD. Otherwise, all facilities or improvements within public rights-of-way shall be provided in accordance with design standards set forth within the city subdivision regulations;
  - (D) Identification of the levels of the deviation allowed between the PDD project plan and subsequent development applications that may be approved by the planning and zoning director; and
  - (E) Such additional conditions as are established by the council to assure that the PDD district is consistent with the city's comprehensive plan.
- (e) *PDD project plan requirements.* No PDD may be established without approval of a PDD project plan. The project plan shall be adopted with the ordinance establishing the PDD and shall be construed in conjunction with the authorized uses and development standards set forth within the PDD.
- (1) *Required documents.* The following documents shall be required to be included in a PDD project plan. For smaller projects the following documents may be combined into one or more documents at the discretion of the planning and zoning director.
    - (A) Land use plan.
    - (B) Site plan.
    - (C) Landscape plan.
    - (D) Traffic impact analysis (TIA).
    - (E) Drainage analysis.
  - (2) *Additional documents.* Additional documents may be required to be submitted as part of a PDD project plan, including but not limited to the following.
    - (A) Building elevations.
    - (B) Parking plan.
    - (C) Signage plan.
    - (D) Phasing plan.
    - (E) Site or building material specifications.
  - (3) *Form of documents.* All required and additional documents shall be in be fully dimensioned and drawn to scale in digital format.
-

- 
- (4) *Content of documents.* Required PDD project plan documents shall include but not be limited to the existing and proposed site features such as the following:
- (A) Topography.
  - (B) Floodplain information.
  - (C) Adjacent properties.
  - (D) Ingress/egress.
  - (E) Existing buildings.
  - (F) Parking and loading bays.
  - (G) Landscaping.
  - (H) Large tree groupings.
  - (I) Fire lanes and hydrants.
  - (J) Trash receptacle locations.
  - (K) Lots.
  - ~~(L) Building materials.~~ Drainage plan.
  - ~~(M) Facade features.~~
  - (N) Street rights-of-way, curblines, widths, and street names.
  - (O) Screening fences or walls.
- (5) *Consistency required.* All development applications within the PDD shall be consistent with the incorporated PDD project plan. Failure of a subsequent development application to conform to the approved PD project plan for the PDD shall result in denial of the application unless the district regulations are first amended through incorporation of a PDD project plan with which the development application is consistent. The degree of conformity required between the project plan and subsequent development applications shall be set forth in the adopting ordinance.
- (6) *Location and arrangement of uses.* The location and arrangement of all authorized uses in the PDD shall be consistent with the PDD project plan approved with the PDD.
- (7) *Deviations from approved PDD project plan.*
- (A) *Minor deviations.* In determining whether development applications are consistent with the PDD project plan, minor deviations from the PDD project plan may be approved by the planning and zoning director. Unless otherwise specified in the adopting ordinance, minor deviations are limited to the following:
    - (i) Corrections in spelling, distances, and other labeling that does not affect the overall development concept.
-

- 
- (ii) Change in building layout, when shown, that is less than a ten percent increase in size.
  - (iii) Changes in the proposed property lines internal to the PDD, as long as the originally approved district boundaries are not altered.
  - (iv) Changes in parking layouts as long as the number of required spaces is not decreased, and the general original design is maintained.
- (B) *Major deviations from the approved PDD project plan.* All major deviations from the approved PDD project plan shall be submitted to the planning and zoning commission for recommendation and city council for approval as an amendment to the PDD.
- (f) *Procedures for establishment.*
- (1) *Steps for approval.* The review process for a PDD application shall include but not be limited to the following steps:
    - (A) Pre-application conference;
    - (B) Application submittal;
    - (C) Project plan review by the planning and zoning director or designees;
    - (D) Preliminary feedback from the planning and zoning commission;
    - (E) Recommendation from the planning and zoning commission;
    - (F) Final approval from city council.
  - (2) *Application requirements.* No application for a PDD shall be accepted by the city until the following items have been submitted to the city by the applicant.
    - (A) A completed city zone change application, including all requirements as stated on the application form;
    - (B) A statement from the property owner giving authorization to the applicant to file the request for rezoning shall be required as part of the rezoning application, if necessary;
    - (C) A legal description of the property under consideration;
    - (D) A PDD project plan;
    - (E) A description of any uses and development standards requested to be modified or varied from those in the base zoning district, as well as the purpose of the variation (i.e., why they are necessary);
    - (F) A description of how the proposed PDD fulfills the goals and objectives of the city's adopted comprehensive plan or any other formally adopted city planning document;
    - (G) A development schedule outlining a timetable for completion of the entire project;
-

- 
- (H) A copy of all agreements, provisions, or covenants which govern the use, maintenance, and continued protection of the PDD and any of its common areas, if applicable;
- (I) The required application fee.
- (g) *Criteria for approval of PDD.* No PDD shall be established which does not meet all of the following criteria:
- (1) The land covered by the proposed PDD fits one or more of the special circumstances warranting a PDD classification;
  - (2) The proposed PDD furthers the policies of the city's adopted comprehensive plan (as amended) and other formally adopted city planning documents;
  - (3) The proposed PDD demonstrates a more superior development than could be achieved through standard zoning classifications;
  - (4) The proposed PDD demonstrates the resolution of compatibility issues with surrounding development;
  - (5) The proposed and the configuration of uses depicted in the PDD project plan are compatible with existing and planned adjoining uses;
  - (6) The proposed PDD demonstrates consistency with adopted public facilities plans, including those related to water, wastewater, transportation, drainage, and other public facilities; and
  - (7) The proposed PDD (if a mixed-use or traditional neighborhood project) demonstrates the provision of open space and recreational amenities within the development that provides for a superior living environment and enhanced recreational opportunities for residents of the district and for the public generally.
- (h) *Conditions for approval.* The city council may impose such conditions to the PDD regulations and project plan as are necessary to assure that the purpose of the district is implemented.
- (i) *Subsequent development applications.* The development standards for a PDD shall be applied to the authorized uses through a plat, site development plan, general site plan, or other development applications as set forth in the adopting ordinance.
- (j) *Documentation of PDD's.* All PDD's approved after adoption of this Code section, as may be amended, shall be designated with a project number and shall also be shown on the zoning map.
- (k) *Expiration of a planned development district.*
- (1) Except for the base zoning, ~~including any applicable overlay districts established by a PD district ordinance~~, all provisions of a PDD, including the project plan, shall initially be valid for a period of 24 months.
  - (2) If a building permit has not been issued or construction begun on the detail plan within the 24 months, the PDD shall automatically expire and no longer be
-

---

valid, and the zoning of the property shall automatically convert to the base zoning specified.

- (3) The city council may, prior to the 24-month expiration, for good cause shown, extend for up to 24 additional months; during which time all provisions of the original PDD ordinance may remain valid. Only one extension may be granted.
- (4) Following both the issuance and commencement of progress pursuant to the adopted PDD project plan, all provisions of the PDD shall remain effective without expiration.

**PLANNING AND ZONING COMMISSION COMMUNICATION**

**DATE:** October 22, 2024

**TO:** Planning and Zoning Commission

**FROM:** Roque Salinas, Director of Economic Development

**THROUGH:** Dr. Crystal Caldera, City Manager

**SUBJECT:** Presentation, **Public Hearing**, and Possible Recommendation to Consider Approval of a Request to Amend Specific Use Permit PZ-2021-5 Construction of Automobile Storage Canopies on a 4.89-acre Tract of Land Located at 5426 Grissom Road, Leon Valley, Texas 78238, Being Lot 103, Block 101, CB 4433, Vaughn-Watson Subdivision - R. Salinas, Director of Economic Development.

**SPONSOR(S):** N/A

**PURPOSE & BACKGROUND**

The applicant is seeking to amend the approved SUP to add seven mini-storage units and a U-Box building in the 5400 block of Grissom Rd. Per LVCC Chapter 15 Zoning, Div 12, Sec 15.02.662, a Specific Use permit is required when new construction abuts residentially zoned districts. This land abuts the Timberhill Commons Apartments.

The approved SUP allows for two covered automobile canopies within the vacant portion of the property. The applicant is requesting an amendment to the SUP to allow for 10 self-serve storage units within the same limits of the vacant portion of the property.

The proposed additional units meet all the requirements of the zoning code.

**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:

---

**Roque Salinas**  
**Director of Economic Development**

Consider Amending Specific Use Permit  
Self-service Mini-storage and U-Box building  
PZ-2023-24  
5400 Block of Grissom Rd

Roque Salinas  
Planning & Zoning Director  
Planning & Zoning Commission Meeting  
October 22, 2024



# Purpose

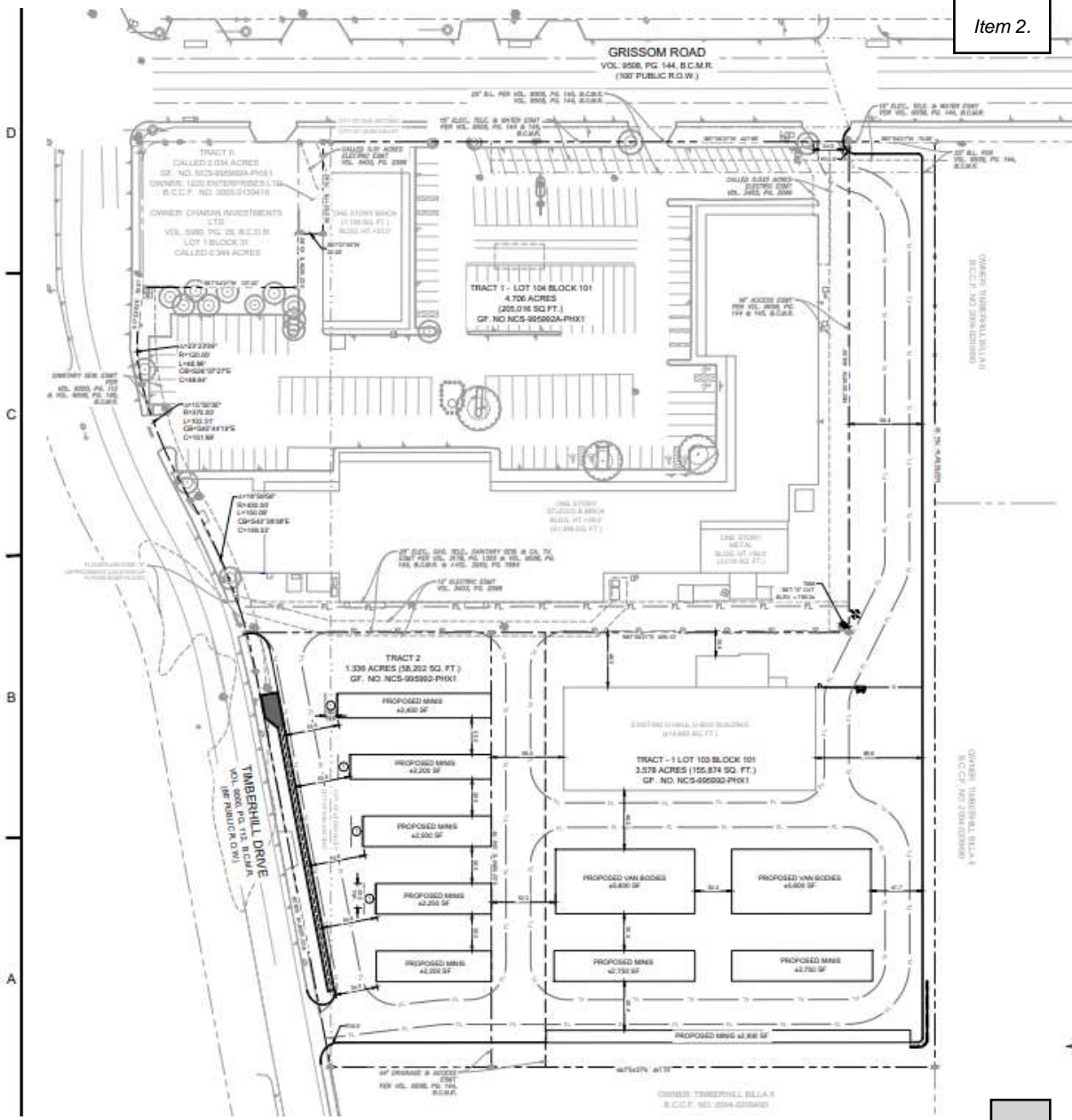
- Request to amend an approved Specific Use Permit
- Use is to add 10 mini-storage facilities & U-Box building
- 5400 block of Grissom Rd
- Per LVCC Chapter 15 Zoning, Div 12, Sec 15.02.662 A Specific Use permit is required when abuts residential zoned districts
  - Property abuts Timberhill Commons apartments
- Site plan meets all requirements of the Code

# Aerial View





# Site Plan



# 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
- Item will be sent to City Council on November 2024 meeting

**PLANNING AND ZONING COMMUNICATION**

**DATE:** OCTOBER 25, 2024  
**TO:** Planning and Zoning Commission  
**FROM:** Roque Salinas, Director of Economic Development  
**THROUGH:** Crystal Caldera, City Manager

**SUBJECT:** Presentation, Discussion, and Action Consider Approval of a Preliminary Plat of Senna Phase II Subdivision being 5.949-acre tract of land, being P-46, ABS 664, CB 4446, Poss Landing Subdivision Unit II, located at 7205 Huebner. -R. Salinas, Director of Economic Development .

**PURPOSE**

This property was rezoned from R-1 Single Family to Planned Development District with R-6 Garden Home as its base zoning district. Per the City Engineer the preliminary plat meets all the requirements. The applicant will be bringing the final plat to the Planning & Zoning Commission at their November 2024 meeting

**Fiscal Impact**

The development of these lots will increase the ad valorem and sales tax revenue of the city. The applicant has paid all fees associated with this project.

APPROVED : \_\_\_\_\_ DISAPPROVED : \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS :

\_\_\_\_\_  
\_\_\_\_\_

ATTEST :

\_\_\_\_\_  
Roque Salinas, Director of Economic Development

PC-2024-16  
7205 Huebner  
Senna Phase II

Roque Salinas  
Economic Development Director  
Planning and Zoning Meeting  
October 22, 2024

# Summary

- Question
  - Consider approval of a final plat of Senna Phase II development
  - This is a 5.949-acre tract of land, being P-46, ABS 664, CB 4446, Poss Landing Subdivision Unit II, located at 7205 Huebner
- Options
  - Approve
  - Deny
  - Conditional approval
  - Declaration
    - Recommend approval



# Background

- This property was rezoned from R-1 Single Family to Planned Development District with R-6 Garden Home as it's base zoning district
- Platting is required prior to building construction
- Per the City Engineer the plat meets all the requirements

# BCAD Map

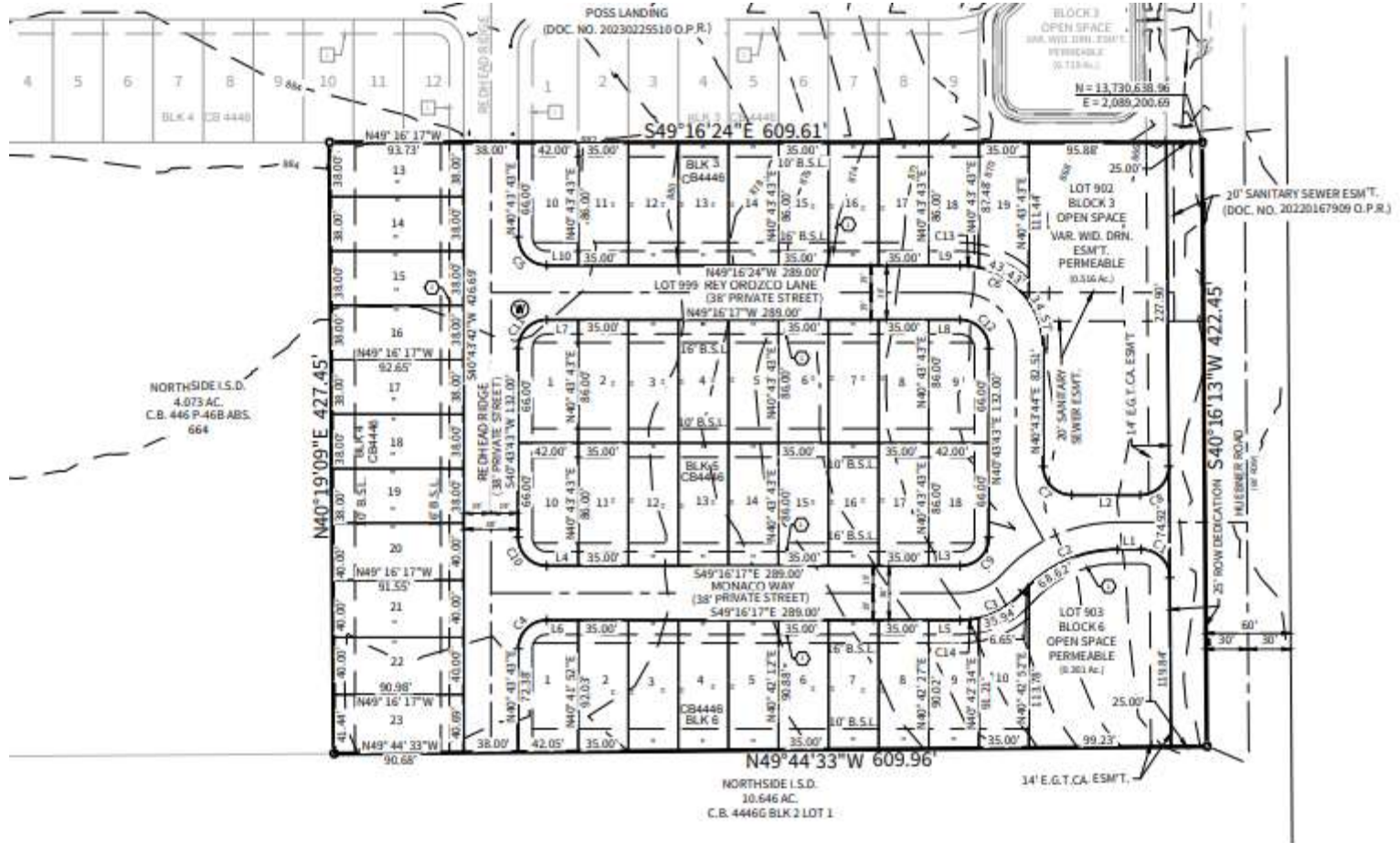
Property



# Aerial View



# Plat



IN SPACE, (INCLUDING LOT 902,  
RIGHTS AND EASEMENTS OF ANY  
NATURE OF THE PROPERTY OWNERS,  
SHOWN AND NOT THE

49 residential lots

# Fiscal Impact

- The development of these lots will increase the ad valorem tax revenue of the city
- The developer has paid all fees associated with the processing of this plat

# Recommendation

- Recommend approval of this plat

**PLANNING AND ZONING COMMUNICATION**

**DATE:** October 22, 2024  
**TO:** Planning and Zoning Commission  
**FROM:** Roque Salinas, Director of Economic Development  
**THROUGH:** Crystal Caldera, City Manager

**SUBJECT:** Presentation, Discussion, and Action Consider Approval of a Preliminary Plat of Seneca Trails Phase I Subdivision being 39.060-Acre Tract of Land, Being a Portion of the Grass Hill Estates Subdivision; Good Samaritan Lodge Subdivision; P-1, ABS 399, CB 4429; P-11, ABS 432, CB 4430; and P-13, ABS 432, CB 4430, Located Along Samaritan Drive.

**PURPOSE**

This property was rezoned from R-1 Single Family to Planned Development District with R-6 Garden Home as its base zoning district. Per the City Engineer the preliminary plat meets all the requirements. The applicant will be bringing the final plat to the Planning & Zoning Commission at their November 2024 meeting

**Fiscal Impact**

The development of these lots will increase the ad valorem and sales tax revenue of the city. The applicant has paid all fees associated with this project.

**Recommendation**

The City Engineer recommends approval of the preliminary plat.

APPROVED : \_\_\_\_\_ DISAPPROVED : \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS :

\_\_\_\_\_  
\_\_\_\_\_

ATTEST :

\_\_\_\_\_  
Roque Salinas  
Director of Economic Development

PZ-2024-29  
Preliminary Plat  
6530 Samaritan  
Seneca Trails Phase 1 Subdivision

Roque Salinas  
Economic Development Director  
Planning and Zoning Meeting  
October 22, 2024



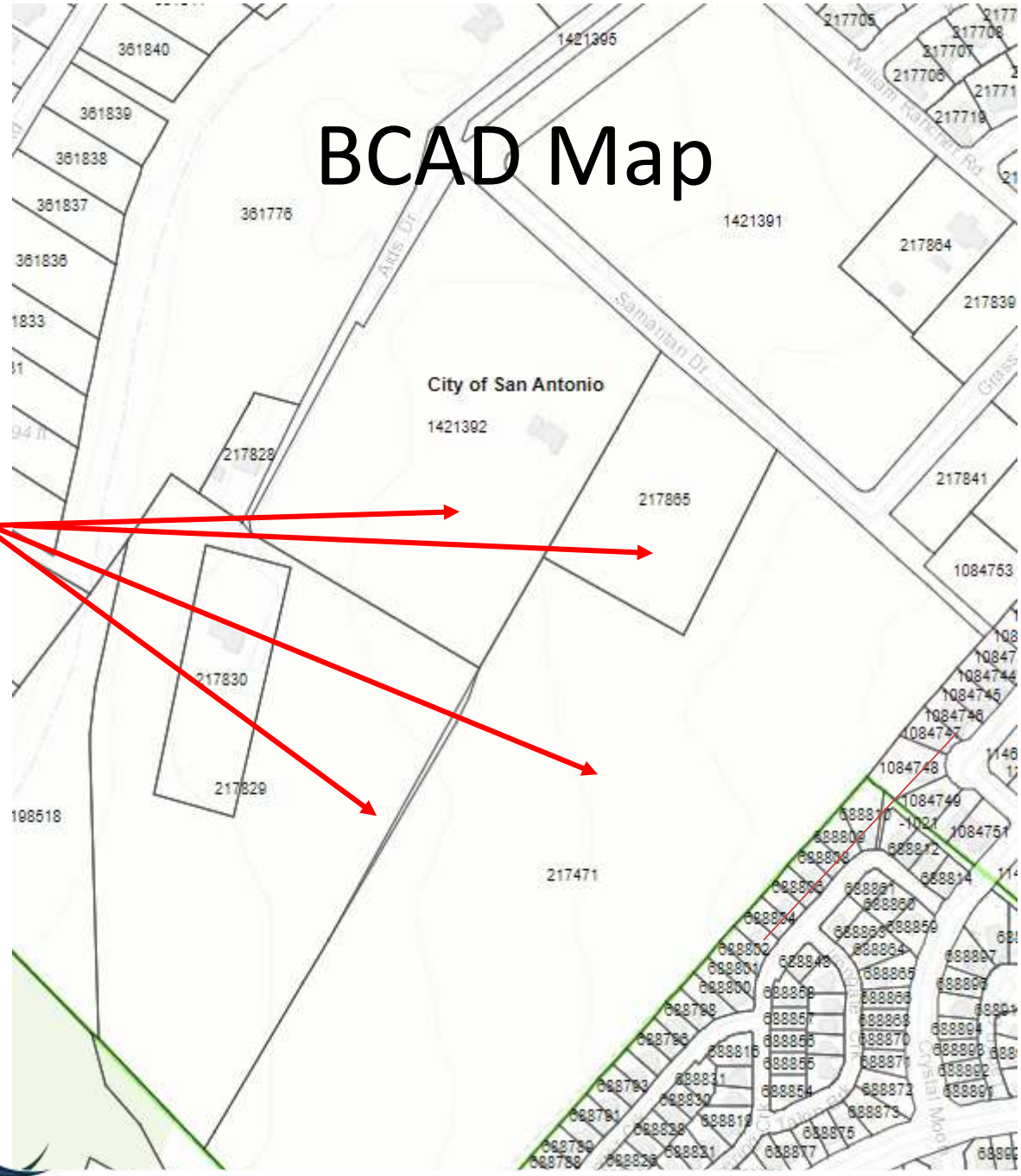
# Summary

- Question
  - Consider approval of a preliminary plat of Seneca Trails Phase I Subdivision
  - This is a 39.060-acre tract of land, being a portion of the Grass Hill Estates Subdivision; Good Samaritan Lodge Subdivision; P-1, ABS 399, CB 4429; P-11, ABS 432, CB 4430; and P-13, ABS 432, CB 4430, located along Samaritan Drive
- Options
  - Approve
  - Deny
  - Conditional approval
  - Declaration
    - Recommend approval

# Background

- This property was rezoned from R-1 Single Family to Planned Development District with R-6 Garden Home as it's base zoning district
- Platting is required prior to building construction
- Per the City Engineer the preliminary plat meets all the requirements
- Applicant will be bringing the final plat to the Planning & Zoning Commission at their November 2024 meeting

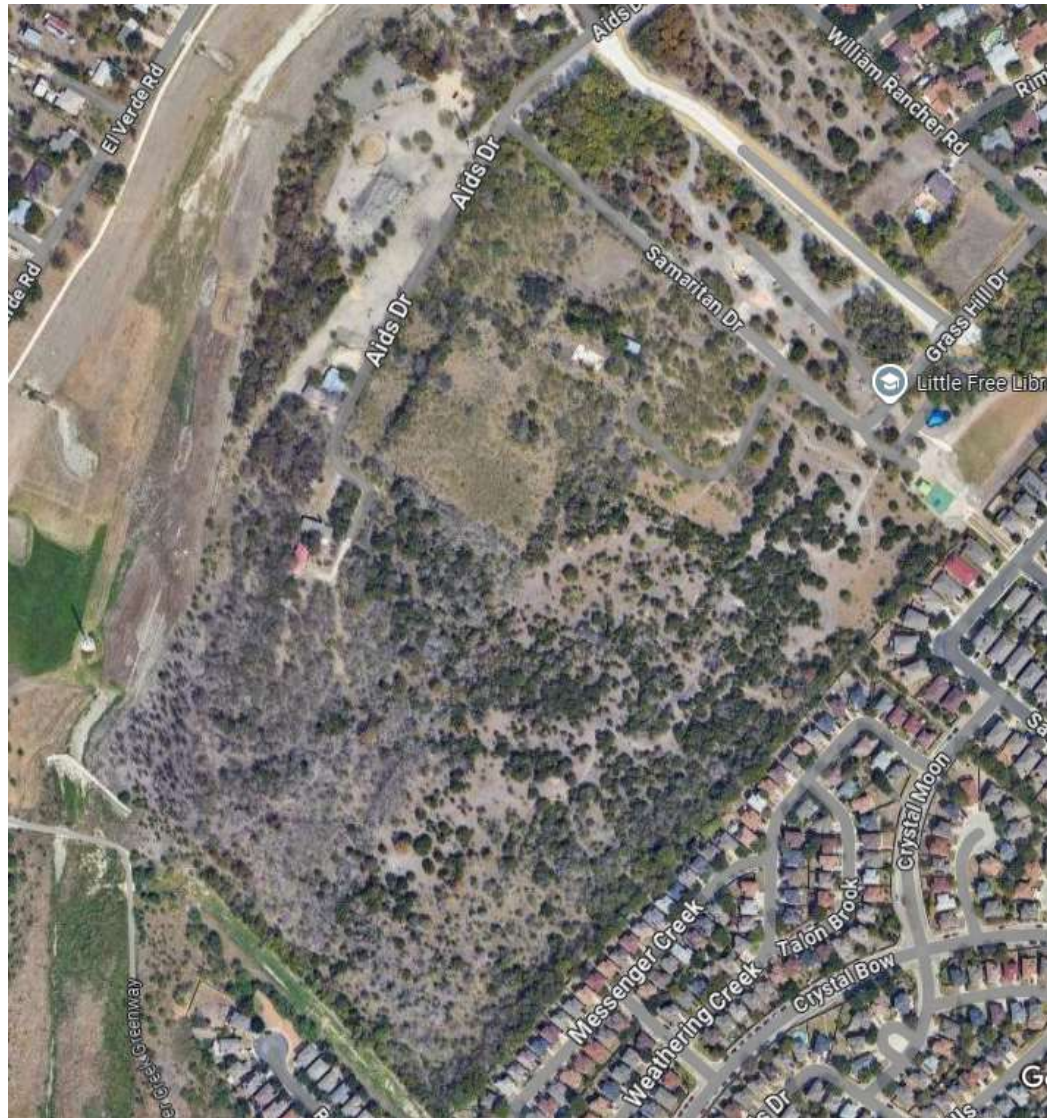
# BCAD Map



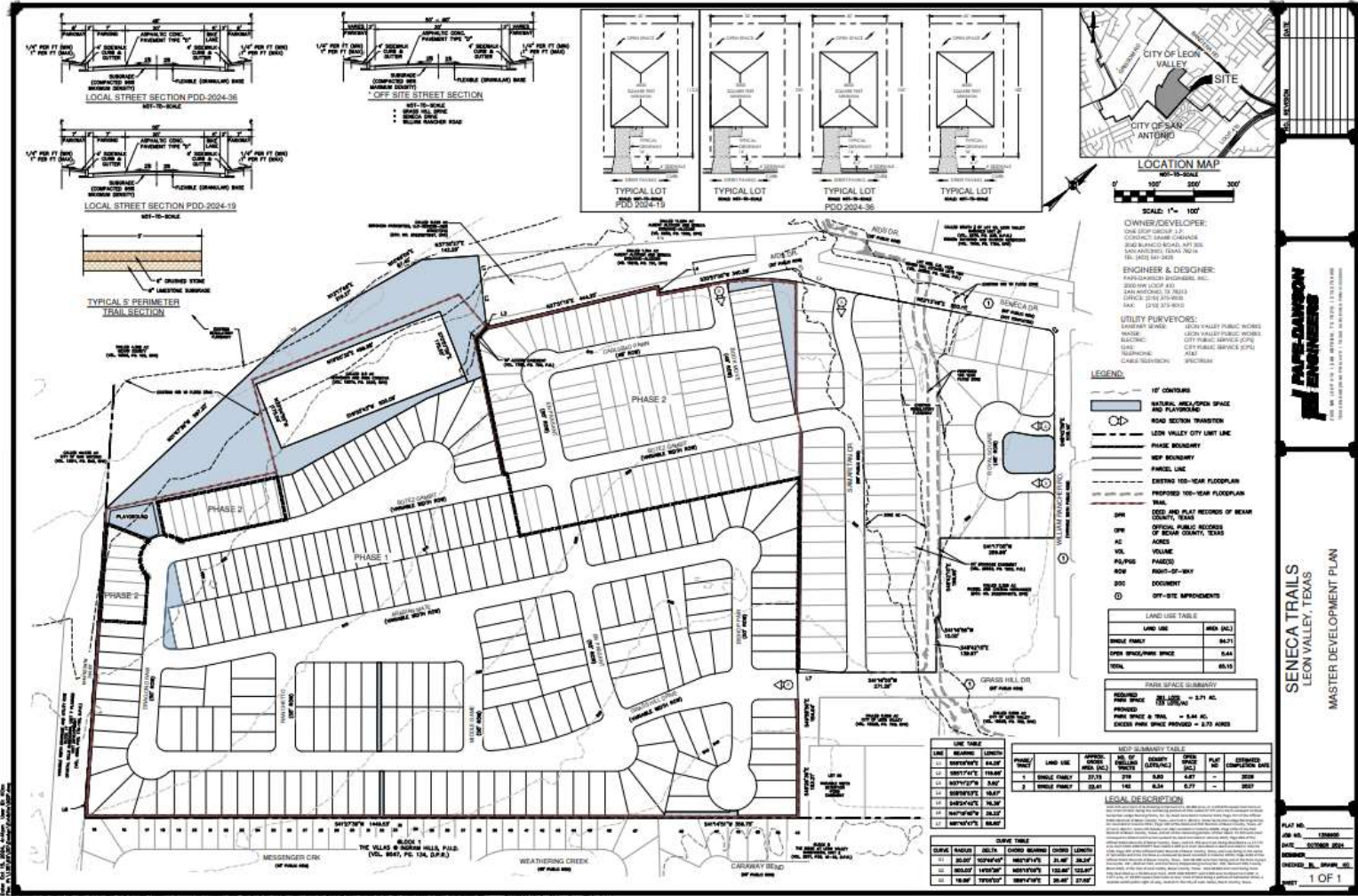
Property



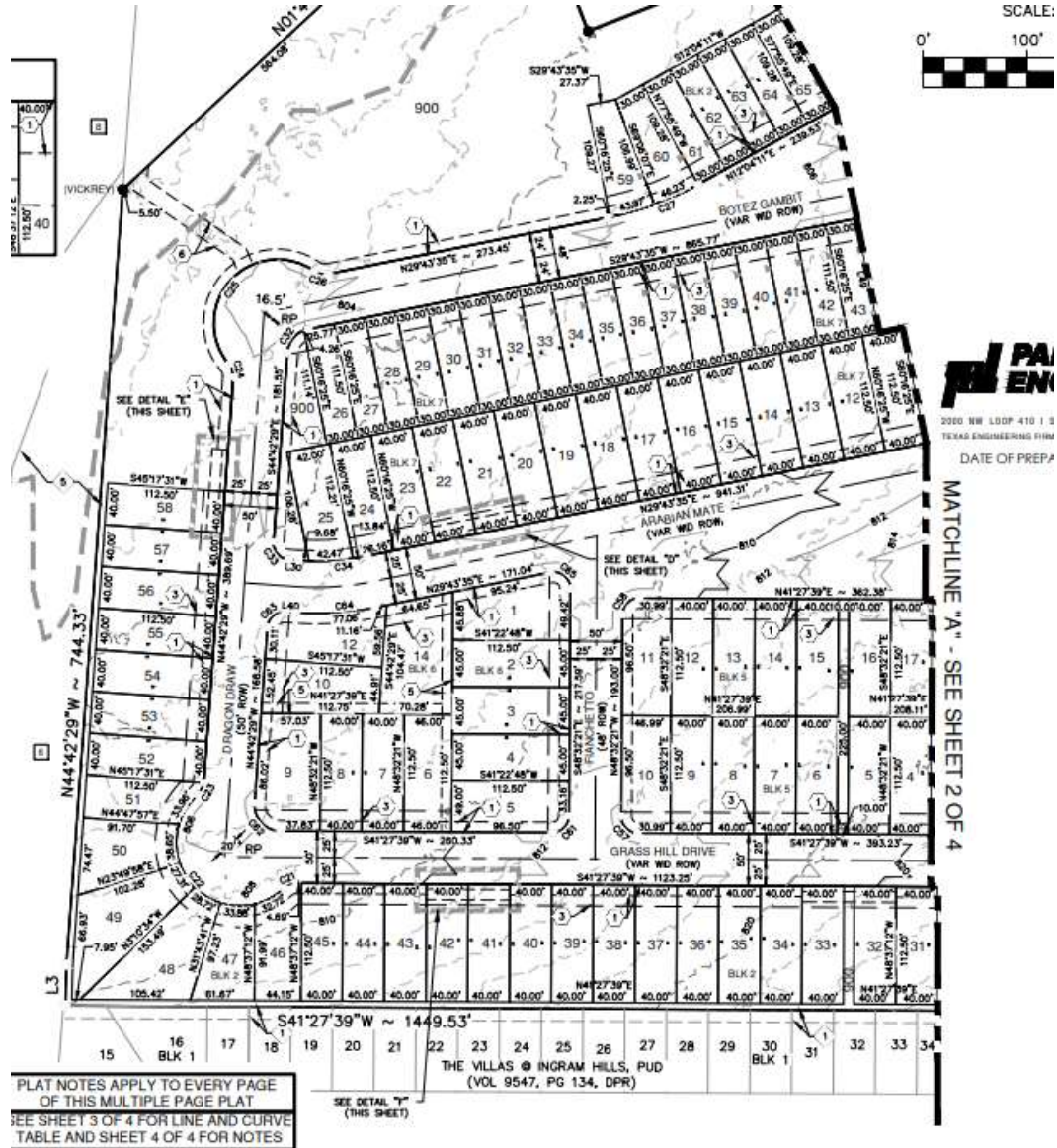
# Aerial View



# Master Development Plan



# Plat



# Fiscal Impact

- The development of these lots will increase the ad valorem tax revenue of the city
- The developer has paid all fees associated with the processing of this plat

# Recommendation

- Recommend approval of this preliminary plat