



**City of Leon Valley
PLANNING AND ZONING COMMISSION
MEETING MINUTES
6:30 PM – MARCH 28, 2023
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238**

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Planning & Zoning Commission – Regular Meeting – February 28, 2023

3. NEW BUSINESS

1. Presentation, Public Hearing, and Discussion to Consider Making a Recommendation Authorizing a Zoning Change From R-2 Two Family Dwelling to R-1 Single Family Dwelling District on Two Lots, Being Lots 19 and 20, Blk 8, CB 4432C, Being 0.2066 and 0.2204 Acres of Land, in the Grass Valley Subdivision Unit #1, Located at 6602 and 6608 Peachtree - 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

SAUNDRA PASSAILAIGUE, TRMC
City Secretary
MARCH 21, 2023 2:00 PM





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

MINUTES

1. CALL TO ORDER AND ROLL CALL

Chair Catherine Rowse called the Planning and Zoning Commission meeting to order at 6:35 PM.

PRESENT

Chair	Cassie Rowse	Place 5
1st Vice Chair	Edward Alonzo	Place 1
2 nd Vice Chair	Erick Matta	Place 6
Commissioner	Andrea Roofe	Place 2
Commissioner	Philip Campos	Place 3
Commissioner	Pat Martinez	Place 4
Commissioner	Richard Blackmore	Place 7
2 nd Alternate	Hilda Gomez	
3 rd Alternate	David Perry	
Council Liaison	Benny Martinez	Council Place 1

ABSENT

1st Alternate	Kimberly Bohl	Excused
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Also in attendance were Planning and Zoning Director Mindy Teague, Permit Technician Elizabeth Aguilar, and City Manager Dr. Crystal Caldera.

2. APPROVAL OF ZONING COMMISSION MINUTES

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

Chair Catherine Rowse indicated that 3rd Alternate David Perry needed to be marked as excused from the previous meeting.

Commissioner Erick Matta made a motion to approve the minutes as corrected, which was seconded by Commissioner Philip Campos. The motion carried unanimously.

Chair Rowse then addressed the Commissioners stating that without any objections from the rest of the Commission, she wanted to move Item 3.3 to be heard next. Seeing no objections, the Commissioners opened Item 3.3.

3. NEW BUSINESS

3. Presentation, Public Hearing, and Discussion to Consider Recommendation on a Request for a Zone Change From RE-1 Residential Estates Zoning District to R-6 Garden House Zoning District on Approximately 21.352-Arces of Land, Being Grass Hill Estate Subdivision, Located Along William Rancher, Grass Hill, Samaritan, and Aids Drives - M. Teague, Planning and Zoning Director

Planning and Zoning Director Mindy Teague present the case information and a discussion was held by the Commissioners, the attendees, and City Manager Caldera.

Chair Catherine Rowse opened the public hearing at 6:15 pm.

Numerous residents from the Grass Hill Estates Subdivision spoke, noting their concerns regarding the increase in traffic, the preservation of wildlife, police, removal of trees, and the general quality of life in the area. They expressed the desire to keep this area as it exists.

The following residents spoke in opposition: Grant Riley, Charles Matthews, Sharon Hendricks, Laura Cardenas, Monica Alcocer, Linda Barker, Abraham Diaz, Drew Power, Cynthia Hernandez, Travis Leech, Sandra Aguirre, and Russell Hernandez.

Chair Catherine Rowse closed the public hearing at 7:46 pm.

After more general discussion, Commissioner Philip Campos made a motion to recommend denial of the requested rezoning as presented, which was seconded by 1st Vice Chair Edward Alonzo. The motion carried unanimously.

Voting Yea: Chair Rowse and Commissioners Roofe, Martinez, Matta, Blackmore, Campos and Alonzo.

Voting Nay: None

1. Presentation and Discussion to Consider a Recommendation on an Ordinance Amending Chapter 15 Zoning, Article 15.01 Zoning Ordinance, Division 13. Organization and Enforcement, Section 15.02.722 General Statutes, Ordinances, and Rules Applying to the Board of Adjustment, as Mandated by the Texas Local Government Code - M. Teague, Planning and Zoning Director

Mrs. Teague presented a proposed amendment to Chapter 15 Zoning, Article 15.01 Zoning Ordinance, Division 13 regarding the rules applying to the Board of Adjustment and a brief discussion was held by the Commissioners regarding the reason for the amendment.

Commissioner Erick Matta made a motion to approve the case as presented, which was seconded by Commissioner Andrea Roofe. The motion carried unanimously.

Voting Yea: Chair Rowse and Commissioners Alonso, Campos, Martinez, Matta, Roofe and Blackmore.

Voting Nay: None

2. Presentation, Public Hearing, and Discussion to Consider a Recommendation on a Subdivision Replat of a Total of 0.2686 Acres of Land, Being Lots 5 and Half of 6, Block I, CB 4446A, Linkwood Addition Subdivision, Located in the 7600 Block of Linkwood Street - M. Teague, Planning and Zoning Director

Mrs. Teague presented the case information, and a brief discussion was held by the Commissioners regarding requirements and variance requests.

Commissioner Erick Matta made a motion to approve the case as presented, which was seconded by Commissioner Andrea Roofe. The motion carried unanimously.

Voting Yea: Chair Rowse and Commissioners Alonzo, Campos, Martinez, Blackmore, Matta and Roofe.

Voting Nay: None

4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

Chair Catherine Rowse reminded the Commissioners that anyone with an odd Place number on the Commission must reapply this year, if they hadn't already.

Mrs. Teague announced that there were instructions inside each binder on how to subscribe to the City's website online to receive agendas for each type of meeting.

5. ADJOURNMENT

Chair Catherine Rowse announced the meeting adjourned at 8:25 PM.

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

APPROVED

CATHERINE ROWSE
CHAIR

ATTEST: _____

ELIZABETH AGUILAR
PERMIT TECHNICIAN

DRAFT

PLANNING AND ZONING COMMISSION STAFF REPORT

DATE: March 28, 2023

TO: Planning and Zoning Commission

FROM: Mindy Teague, Planning and Zoning Director

THROUGH: Crystal Caldera, City Manager

SUBJECT: To consider making a recommendation authorizing a zoning change from R-2 Two Family Dwelling to R-1 Single Family Dwelling District on two lots, being Lots 19 and 20, Blk 8, CB 4432C, being 0.2066 and 0.2204 acres of land, in the Grass Valley Subdivision Unit #1, located at 6602 and 6608 Peachtree

PURPOSE

A rezoning request has been received to rezone two lots, being Lots 19 and 20, Blk 8, CB 4432C, being 0.2066 and 0.2204 acres of land, in the Grass Valley Subdivision Unit #1, located at 6602 and 6608 Peachtree

REQUEST:

- Staff initiated zoning request
- Cleaning up Zoning Map
- To rezone approximately 0.427 acres of land on two lots in the Grass Valley Subdivision
- From R-2 Two Family Dwelling to R-1 Single Family Dwelling
- One developed lot located at 6602 and one vacant lot located at 6608 Peach Tree

Notification

Twelve (12) letters were sent to surrounding property owners. As of this writing, Staff has not received any letters either in favor or in opposition, and one has been returned undeliverable.

SEE LEON VALLEY

Social Equity - Approval of this request allows for the single-family dwelling use, which is consistent and compatible with existing surrounding uses.

Economic Development – Rezoning will prevent the accidental sale of the property to someone wishing to construct a duplex

Environmental Stewardship – Any structures built on this property would have to conform

to the 2021 International Energy Code.

FISCAL IMPACT:

None

STRATEGIC GOALS

None – housekeeping item.

RECOMMENDATION

After careful review, Staff has no objection to this request.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Rezoning Request PZ-2023-8 6602 & 6608 Peach Tree

Mindy Teague
Planning & Zoning Director
Planning & Zoning Commission Meeting
March 28, 2023

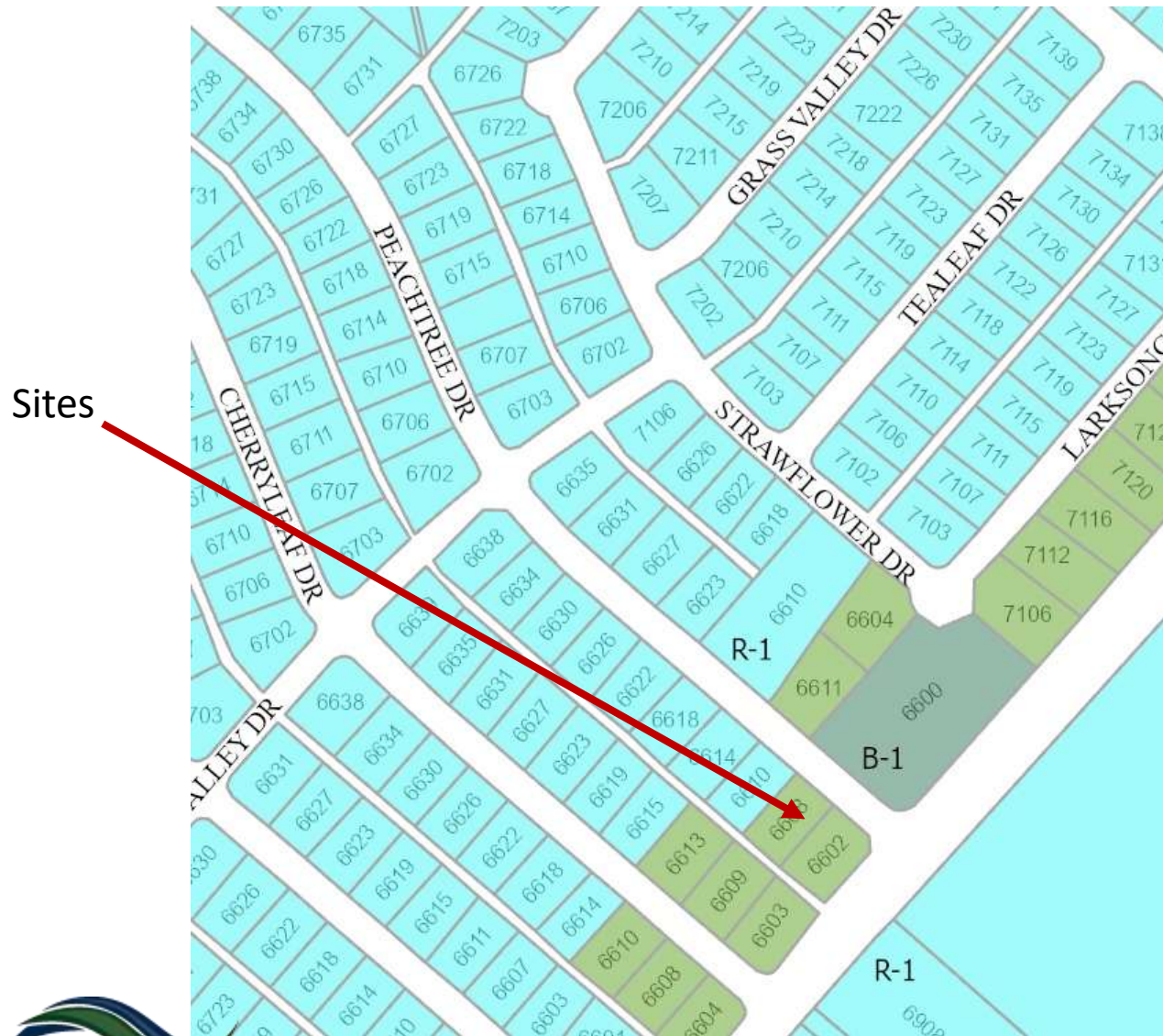
Summary

- Question
 - Consider a recommendation authorizing a zone change from R-2 Two-Family Dwelling to R-1 Single Family Dwelling District on two lots, being Lots 19 and 20, Blk 8, CB 4432C, being 0.2066 and 0.2204 acres of land, in the Grass Valley Subdivision Unit #1
 - Located at 6602 & 6608 Peachtree Street
- Options
 1. Approval as requested
 2. Denial

Request

- Staff initiated rezoning request
 - Cleaning up Zoning Map
- To rezone approximately 0.427 acres of land on two lots in Grass Valley Subdivision
- From R-2 Two Family Dwelling to R-1 Single Family Dwelling
- One developed lot located at 6602 and one vacant lot located at 6608 Peach Tree

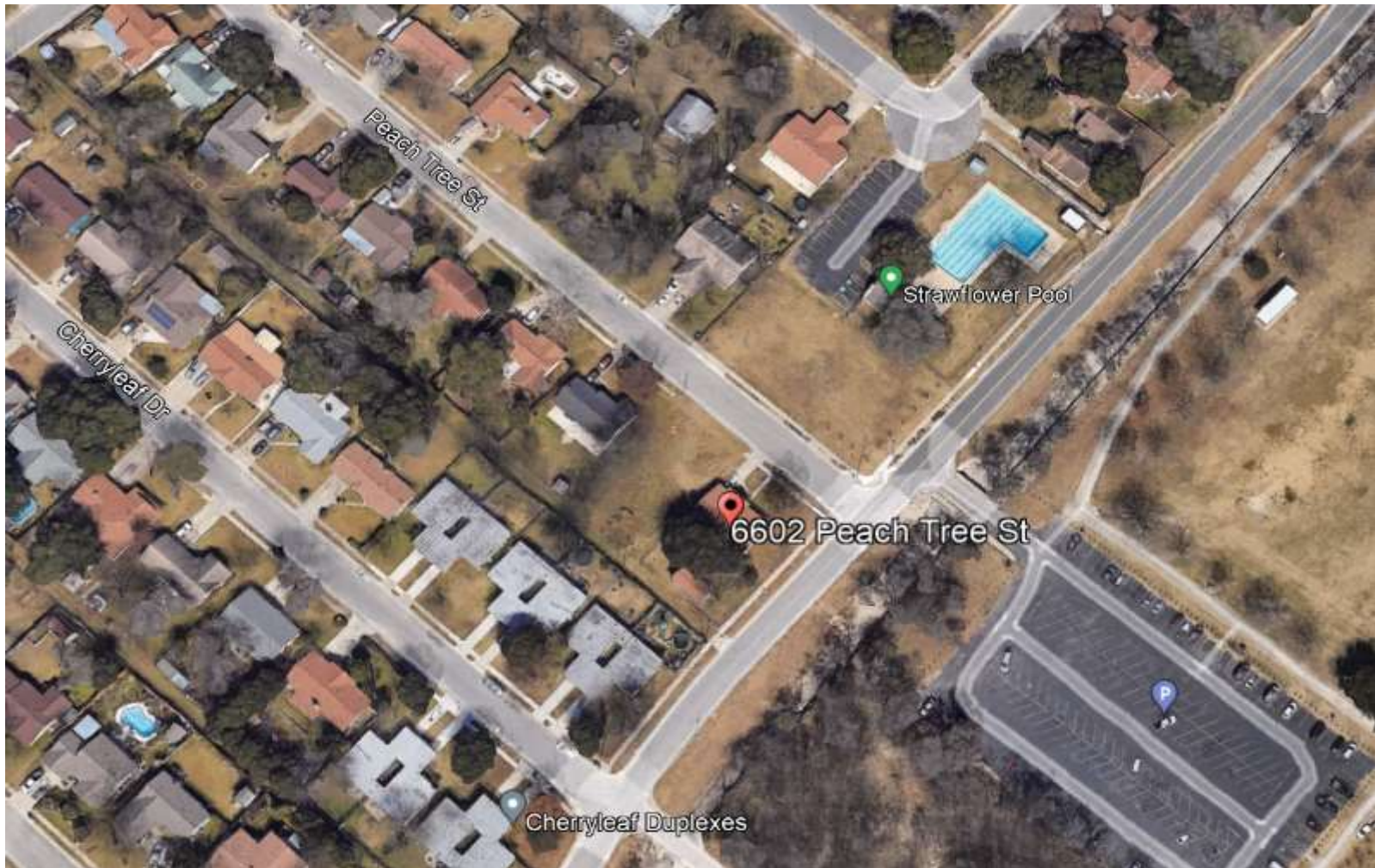
Zoning Map



Item 1.



Aerial View



Background

Item 1.

- The lots are not large enough to accommodate a duplex, but do fit in the R-1 Single Family Dwelling District
- Existing conditions:
 - Lot 19 has 81.24' of frontage along a public road, is 120' in depth, and has an area of 9,748.8 square feet
 - Lot 20 has 75' of frontage along a public road, is 120' in depth, and has an area of 9,000 square feet
- Per the Zoning Code:
 - R-2 Two Family Dwelling requires minimum frontage of 85' along a public road, a depth of 120', and a minimum area of 10,200 square feet
 - R-1 Single Family Dwelling requires minimum frontage of 70' along a public road, a depth of 120', and a minimum area of 8400 square feet

Master Plan

- Grass Valley area was annexed 1969 and platted during the late 1960's and early 1970's
- This area is substantially developed and contains paved streets,
- curbs, sidewalks, and street lighting
- Vacant areas are zoned R-1 Single Family (inaccurate)
- The land use for the Grass Valley Subdivision is an established neighborhood and should be maintained as a residential area
- (Single-Family) and R-2 (Two-Family) should be developed to maintain the existing neighborhood characteristics

Notification Process

- 12 Letters Sent
- 0 In Favor
- 0 In Opposition
- 0 Undeliverable

Fiscal Impact

- None

Recommendation

- After careful review, Staff recommends approving the request

S.E.E. Statement

Social Equity: Approval of this request allows for the single-family dwelling use, which is consistent and compatible with existing surrounding uses.

Economic Development: Rezoning will prevent the accidental sale of the property to someone wishing to construct a duplex

Environmental Stewardship: Any structures built on this property would have to conform to the 2021 International Energy Code