



CITY OF LEON VALLEY
PLANNING & ZONING COMMISSION
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, August 26, 2025 at 6:30 PM

AGENDA

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Discussion and Action to Consider Approval of the July 22, 2025, Planning and Zoning Commission Meeting Minutes - S. Huerta, Planning and Zoning Director

3. NEW BUSINESS

1. Presentation, Public Hearing, and Possible Action to Consider Approval of a Replat and Subdivision Plat Establishing Seneca Trails Phase II Subdivision being a total of 19.857 acres, establishing Lots 21-53 and 900 Block 1, Lots 78-102 and 901 Block 2, Lots 1-24 and 900 Block 8, Lots 1-17 Block 9, Lots 1-23 and 900 Block 10, Lots 1-15 Block 11, County Block 4430, Comprised of 8.941 acre portion of Lot 1, Block 1 and a 9.430 acre portion of Lot 2, Block 1, County Block 4430, Grass Hill Estates in the City of Leon Valley, Bexar County, Texas, being portions of Lot 1 & 2, Block 1, of the Grass Hill Estates recorded in Volume 20003, Page 1262 of the Plat Records of Bexar County, Texas. Including a 0.132 acre tract of that 48.684 acre tract in deed recorded in Document No. 20240215993 of the official public records of Bexar County, Texas, a 1.353 acres of that called 1.377 acre, called Samaritan Drive, a variable width public right-of-way, said 1.377 acre tract abandoned by ordinance by the City of Leon Valley, Bexar County, Texas, situated in Felix Losoya Survey No. 187, Abstract 432, County Block 4429, Located at 6530 Samaritan Dr. - S. Huerta, Planning and Zoning Director

The Applicant Has Requested a 30-Day Extension for This Request.

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 [551.041](#) 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 PLANNING & ZONING COMMISSION** 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 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 212.



Susana Huerta, AICP

On Behalf Of:
SAUNDRA PASSAILAIGUE, TRMC
City Secretary
AUGUST 21, 2025 10:55 AM





**City of Leon Valley
PLANNING AND ZONING COMMISSION
MEETING MINUTES
6:30 PM – JULY 22, 2025
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 6:30 PM.

PRESENT

Commissioner	Pat Martinez	Place 4 Voting member
1 st Vice-Chair	Mary Ruth Fernandez	Place 5 Voting member
Council Liaison	Phillip Campos	Council Member
Chair	Erick Matta	Place 6 Voting member
2nd Vice Chair	Andrea Roofe	Place 2 Voting member
1 st Alternate	Olen Yarnell	Voting member
2nd Alternate	Russell Hernandez	Voting member
Commissioner	David Perry	Place 1 Voting member
Commissioner	Abraham Diaz	Place 3 Voting member

Commissioner Koger had an excused absence.

Also, in attendance were City Manager Crystal Caldera and Planning and Zoning Director Susana Huerta.

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Discussion and Action to Consider Approval of the June 24, 2025, Planning and Zoning Commission Meeting Minutes - S. Huerta, Planning and Zoning Director

Commissioner Perry made a motion to approve the minutes which was seconded by Commissioner Roofe. The motion carried unanimously with a vote of 6 to 0.

3. NEW BUSINESS

1. Presentation, Public Hearing, and Possible Action to Consider Approval of a Replat Establishing Seneca Trails Offsite Improvements Being a Total of 1.60 acres, Establishing Right-of-Way, in County Block 4430 in the City of Leon Valley, Bexar County, Texas, Being Portions of Lot 1 & 2, Block 1, of the Grass Hill Estates Lots 1 & 2 Subdivision and Includes Portions of 14' and 28' Gas, Electric, Telephone and Cable Television Utility Easements to be Removed as Shown on and Recorded in Volume 20003, Page 1262 of the Plat Records of Bexar County, Texas, Located at 6530 Samaritan Dr.- S. Huerta, Planning and Zoning Director

Commissioner Roofe made a motion to approve the Replat request. The motion was seconded by Commissioner Fernandez. The motion passed with a vote of 6 to 0.

4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

No announcements were made.

5. ADJOURNMENT

Chair Matta announced the meeting adjourned at 6:52 PM.

These minutes were approved by the Leon Valley Planning & Zoning Commission on the 26th of August 2025.

APPROVED

ERICK MATTA
CHAIR

ATTEST: _____
SUSANA HUERTA, AICP
PLANNING AND ZONING DIRECTOR