



**MINUTES OF THE MEETING OF THE
LEON VALLEY ZONING COMMISSION**

June 23, 2015

The meeting of the Leon Valley Zoning Commission convened at 6:32 p.m. on Tuesday, June 23, 2015, in City Council Chambers at 6400 El Verde Road, Leon Valley, Texas.

I. Poll for Attendance, Determination of a Quorum, Call Meeting to Order

Present were 1st Vice-Chair Olen Yarnell, and Members Pedro Esquivel, Hal Burnside, Tony Westrich. Absent and excused was Member Larry Proffitt. Also present was Elizabeth Carol, Director of Community Development Department, acting as recording secretary.

II. Discussion of the timeline & voting process for the appointment of new officers

1st Vice-Chair Olen Yarnell opened the discussion by recommending that the nomination process be deferred until there was a full quorum, and Commission Esquivel went on to recommend that the Commission explore a special meeting. The Commission explored July 9th and July 14 and starting the meeting at 4:00 and that there would not be any other items on the agenda.

III. Report on the appointment process for the new Zoning Commission Members

Elizabeth Carol, Director of Community Development Department, provided an overview of the appointment process for future Zoning Commission members; and how City Council eliminated the multiple page application in favor of a more streamlined application. Ms. Carol also went on to explain that there were seven seats on the Zoning Commission and their (re)appointment process was that even numbered seats were appointed by the City Council in even years and the odd numbered seats were appointed in odd years.

IV. Citizens to be Heard

There were no citizens to be heard.

V. Approval of the May 26, 2015 Zoning Commission Minutes

Commissioner Tony Westrich made a motion to approve as written, seconded by Commissioner Pedro Esquivel. The motion passed unanimously.

VI. Update and Discussion of the Master Plan Amendments process

A. Timeline Report

B. Zoning Commission Proposed Projects updates

City Staff presented an updated timeline of the Master Plan Amendment process and there was some discussion related to the timeline and when the final version of the Master Plan will be presented to City Council. Staff advised the Commission that the completed version of the Master Plan will be presented to Zoning Commission at its February 2016 meeting. Staff also advised the Commission that the timeline will be updated throughout the Master Plan process. Commissioner Westrich provided an overview of the Amendment process, and 1st Vice Chair requested that all new Commission members be provided with a copy of the Zoning Code. Commissioner Esquivel made a motion to update the time line, seconded by Commissioner Tony Westrich. The motion passed unanimously

City Staff presented a PowerPoint which summarized the Master Plan Projects Matrix by neighborhood to the Zoning Commission, emphasizing on the Street and Drainage related concerns that would need City Council approval. Staff went on to note the timeline associated with the budget process, and that the City Manager recommended that these projects be identified for Council as part of the next budget cycle. The Commission felt that some of these drainage projects were in need of immediate attention and that they should be forwarded to the City Council to reinforce what the Council already knows is a critical need. The Commission requested staff use red, yellow and green to assist the Council in prioritizing the projects that will need Council approval.

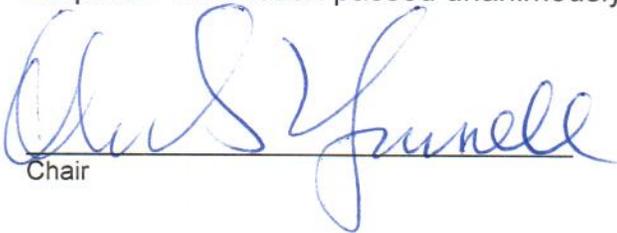
VII. Executive Session in Accordance with the Texas Government Code.

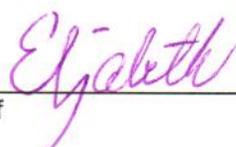
There was neither item, nor action necessary for this session.

VIII. Adjourn

There was a brief discussion regarding the starting time of meetings and the Commissioners requested that this item be placed on the next regular agenda.

Commissioner Tony Westrich made a motion to adjourn, seconded by Commissioner Pedro Esquivel. The motion passed unanimously and the meeting was adjourned at 8:11 p.m.


Chair


Staff