

**CITY OF LEON VALLEY**  
**ZONING COMMISSION AGENDA**

**Tuesday, August 23, 2016, at 6:30 P.M.**  
**Council Chambers**

- I. Poll for Attendance, Determination of a Quorum, Call Meeting to Order
- II. Approval of the July 26, 2016 Zoning Commission Minutes
- III. Specific Use Permit #2016-275 – A Request by Patrick L. Harvey, applicant, to operate a “Kennel” in a B-3 (Commercial) zoning district in the Commercial Industrial Overlay, being Lot 5, Block 1, CB 4428H, generally located at 5407 Bandera Road, Suite 117.
- IV. Update and discussion of the Master Plan Amendments
  - A. Master Plan Timeline
  - B. Transportation, Goals and Objectives, Economic Development Sections
- V. New Zoning Commissioner Orientation
- VI. Follow-up discussion related to the on-line digital agenda process
- VII. Discussion related to changing the Zoning Commission meeting time back to 6:30 PM
- VIII. Announcements by Commission Members and Staff. At this time, reports about items of community interest, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday schedules, reminders of social, ceremonial, or community events organized or sponsored by the governing body or that was or will be attended by a member of the Leon Valley City Council or a City official.
- IX. Adjourn

**Attendance by Other Elected or Appointed Officials:**

It is anticipated that members of City Council or any 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 City Council and any other boards, commissions and/or committees of the City, whose members may be in attendance in numbers constituting a quorum. These City Council members and members of other City boards, commissions, and/or committees may not deliberate or take action 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 ZONING COMMISSION was posted on the Bulletin Board at City Hall, 6400 El Verde Road, Leon Valley, Texas, on August 18, 2016 at 2:30 p.m. and remained posted until after the meeting(s) hereby posted concluded. This notice is posted on the City website at [www.leonvalleytexas.gov](http://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 make arrangements, call (210) 684-1391.



**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary





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

**July 26, 2016**

The meeting of the Leon Valley Zoning Commission convened at 5:30 p.m. on Tuesday, July 26, 2016, in the Council Chambers at City Hall 6400 El Verde Road, Leon Valley, Texas.

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

Present were Chairman Olen Yarnell, 1st Vice Chair Phyllis McMillan, 2<sup>nd</sup> Vice Chair Hal Burnside, Commissioner, Pedro Esquivel, Larry Proffitt and Alternates Henry Diecker, and Jacque Conrad. Absent were Commissioner Greg Price, Alex Jenicek and Alternate Richard Blackmore. Also in attendance were Councilwomen Monica Alcocer, Place Three, Crystal Caldera, Assistant City Manager. Doug Fifield and Dale Elam representing the owner and Elizabeth Carol, Director of Community Development Department, acting as recording secretary.

**II. Nomination and Election of Zoning Commission Officers**

The Director of Community Development noted that the floor was opened for nomination of the Zoning Commission Chair, and Commissioner Larry Proffitt made a motion to nominate Olen Yarnell, and the motion was seconded by Commissioner Henry Diecker. Chairman Yarnell abstained from voting, and the motion passed.

Chairman Olen Yarnell opened the floor for nomination of 1st Vice-Chair and Commissioner Larry Proffitt made a motion to nominate Commissioner Phyllis McMillan, as 1st Vice-Chair, and the motion was seconded by Commissioner Pedro Esquivel. The motion passed unanimously.

Chairman Olen Yarnell opened the floor for nomination of 2nd Vice-Chair and Commissioner Jacque Conrad made a motion to nominate Commissioner Hal Burnside, as 2nd Vice-Chair, and the motion was seconded by Commissioner Pedro Esquivel. The motion passed unanimously.

**III. Approval of the June 24, 2016 Zoning Commission Minutes**

After a brief discussion, 2<sup>nd</sup> Vice Chair Hal Burnside made a motion to approve the minutes, and the motion was seconded by 1st Vice Chair Phyllis McMillan, and passed unanimously.

**IV. Zoning Case #2016-399 - A request by Jenfield, LLC, owner Kenneth Fifield, applicant, to rezone approximately 1.0 acres from B-3 (Commercial District), Sustainability Zoning Overlay to B-3 (Commercial District) Commercial Industrial District, being Lot 31, CB 5955, Leon Valley Ranches Subdivision.**

Staff presented the Zoning Case #2016-339, a request by Mr. Kenneth Fifield, applicant and property owner to rezone approximately 1.0 acres of land, being lot 31, CB 5955, of the Leon Valley Ranches Subdivision, from B-3 (Commercial) Sustainability Overlay District to B-3 (Commercial) Commercial Industrial Overlay District, located at 6612 Bandera Road. Staff noted the surrounding zoning and the history of the property, which showed that the property had been rezoned from B-2 (Retail) to B-3 (Commercial), in 1973 on behalf of the Applewhite project. Staff also noted that the 2009 Master Plan, Section 1bCC "Bandera Road South Corridor," which discourages more intensive development along Bandera Road. The plan goes on to note a preference for Retail development in the area, and that existing B-3 (Commercial) uses can be maintained, provided they do not expand their footprint. In addition, staff expressed concerns associated with the proximity of the development in relationship to the Historic Huebner Onion House and the 36-acre wilderness area. Engineering, Plan Review Public Works and Community Development have recommended denial. Staff noted that nine (9) letters had been mailed to the adjacent property owners within 200-feet and that one (1) letter was received in opposition from the Leon Valley Historical Society, and concluded their presentation and remained available for questions.

Chairman Yarnell opened the Public Hearing at 5:42 and Donna Charles, Secretary with the Beautification Committee expressed opposition to the project. The goal of the Beautification Committee is to beautify the entire community. Ms. Charles then noted her concerns about the scope of the project and requested additional information related to how the property would change.

Doug Fifield, the applicant's representative passed out Elevation Plans to the Zoning Commission that showed conceptually how the business would look and noted that he wanted to improve the appearance of their existing structure. Then Mr. Dale Elam, the general contractor, offered additional information noting that they were trying to improve the business by removing 1,500 square feet of non-useable space and replace it with 3,000 square feet of usable space, which will involve installing new equipment and two new painting bays, and as part of this effort, they would improve appearance of their street frontage, in accordance to the Sustainability Overlay District.

Commissioner Diecker inquired about the installation of sidewalks along Bandera Road, due to accessibility concerns, and Mr. Elam noted that sidewalks were inexpensive in the context of the entire project and that they would be agreeable to installing sidewalks.

1st Vice Chair Phyllis McMillan inquired about their non-conforming standard, and their options to expand their business. Ms. Carol explained that their under the non-conforming standards, their business could continue operation however; they could not expand their building footprint. Commissioner Esquivel then inquired if the business was in compliance with OSHA requirements and environmental regulations, and then went on to note his support of the sidewalk. Commissioner Esquivel then inquired why the business has not addressed ADA standards.

The applicant's representative Mr. Fifield, responded that ADA improvements have not been required to this point, however they would be willing to explore the improvements. Mr. Elam, went on to note that in addition to the sidewalks, the applicant would need to redo the driveway approach, which is the entry to the property off of Bandera Road. Mr. Fifield noted that the area of their building that needed to be expanded was in the middle of their building, which reduced their overall efficiency.

Commission Hal Burnside then inquired about the possibility of requiring an SUP, in conjunction with changing the Zoning. Ms. Carol noted that would be at the discretion of council, and that would be a separate approval process. The applicant noted that they would be willing to comply with the Sustainability portion of the Overlay; however the only discussion was the use of the property. Commissioner Larry Proffitt then inquired if the ownership of the business had recently changed, and Mr. Fifield noted that they acquired the property a year ago, and that they were trying to make improvements. Commissioner Larry Proffitt, inquired if there was a way to provide a one-time exception, to allow the use and Ms. Carol noted that Zoning related questions regarding exceptions or variances associated with a hard-ship are typically heard by the BOA.

Councilwomen Monica Alcocer, Place Three, inquired about the business whether it is automobile repair or a body shop, because there is frequently a large truck at that location. She went on to remind the Zoning Commission, that this the applicant was attempting to change the use of the property and that four City Departments have recommended denial, and that there were other concerns related to the size of their operation in relationship to the size of their property, and their limited street frontage on Bandera Road, which essentially means that the area would be more suitable for retail development.

Ms. Blankenship then got up to speak and she noted that she owns G&R Automotive, which is off Grissom Road, and she has concerns about the ability to expand their business, as they are also located within the Sustainability Overlay District.

Commissioner Jacque Conrad, inquired if the property owner was planning on making any changes in how they operate their business, more specifically, how they would accommodate the additional vehicles based on the proposed expansion of their business. Mr. Elam noted that the customer’s cars would be located in front of the building, and he went on to note that this was an auto body and paint shop, and that the site does not have any toxic or hazardous waste, and that the improvements would benefit the environment.

Chairman Yarnell closed the public hearing at 6:45.

Commissioner Pedro Esquivel made a motion to table the item to allow the applicant to submit a site plan, which was seconded by Chairman Olen Yarnell, and the motion failed 5-1.

**In Favor of the Motion**

Pedro Esquivel

**Against the Motion**

Olen Yarnell, Chair  
 Phyllis McMillian, 1st Vice Chair  
 Hal Burnside, 2nd Vice Chair  
 Henry Diecker  
 Jacque Conrad

**Abstaining/not Voting**

Larry Proffitt

Commissioner Henry Diecker made a motion to deny the applicant request, which was seconded by Commissioner Larry Proffitt, and the motion passed 7-0.

**V. Update and Discussion on the current status/progress of the 2012 Master Plan Update, Citizens Drainage Issue that were forwarded to the City Council/City Manager for inclusion 2016/17 budget discussions.**

Ms. Carol summarized the update provided by Melinda Moritz's, the Public Works Director and noted that items identified as 1-4 (Monte Robles Park, Seneca West, Huebner at Timberhill and Portions of Forest Oak) have been identified as complete. By complete Ms. Moritz's clarified that the cost estimates have been provided and staff is waiting for direction from the council.

Ms. Carol went on to note that the City Council Drainage Workshop identified three new areas (within Forest Oak, Seneca East, and Sundial) that may have drainage issues, and that the Zoning Commission may want to add these items to the Zoning Commission's list of project. We will have more information when the final report is released. In addition, PW has requested that FEMA update the Flood maps to reflect new information associated with Drain 1A, 2 and 3 in Huebner Creek and Drain 4 along Zarzamora Creek. This information is under review, and will be delivered to Council, once the studies have been completed.

Chairman Olen Yarnell noted that he was pleased with the progress made and has requested that the Zoning Commission be provided quarterly progress reports, regarding the status of these improvements.

The Zoning Commission took a short recess at 7:33.

The Zoning Commission meeting reconvened at 8:03.

## **VI. Update and Discussion of the Master Plan Amendments**

### **i. Update to the Master Plan Timeline**

Ms. Carol provided an update regarding the timeline of the Master Plan. She noted that the Master Plan was substantially complete and that aside from minor editing details the only remaining sections were the portions of the Master Plan are the sections devoted to Commercial/Economic Development, Transportation and the Appendix. The Zoning Commission opted to defer the Appendix to 2017, since they are separate documents. Ms. Carol recommended that a work group be created to provide recommendations for the Commercial/Economic Development Section and 1st Vice Chair Phyllis McMillan, Commissioner Henry Diecker, and Jacque Conrad volunteered. The Zoning Commission recommended that one member from the LVEDC be included in this process. Ms. Carol noted that she would reach out to the volunteers to setup a review process. Meanwhile Ms. Carol would focus on completing the Transportation segment of the plan.

### **ii. Review boundaries to Business Districts and Neighborhood Maps**

The Zoning Commission reviewed the maps that are included in the Master Plan and recommended that the following changes:

1. Change the area names as follows:
  - a. Bandera Road South Corridor to Bandera Road Central Corridor.
  - b. Leon Valley South Corridor to Bandera Road South Corridor.
  - c. Seneca/Sun Valley to Sun Valley/Seneca.
2. Change the boundaries to reflect the following:
  - a. Expand the Canterfield map to include the area just before Forest Meadow.
  - b. Adjust the Sun Valley/Seneca Map to exclude the Castle Estates area and the Forest Meadow area.

- c. The Castle Estates map should not highlight the Forest Meadow area.

While reviewing the maps, Commissioner Henry Diecker inquired if the sidewalks along Evers Road that are located in the City of San Antonio will be extended. Ms. Carol noted that she would have to look into this and report back to the Zoning Commission. In addition, there was some discussion about reconfiguring some of the neighborhoods, and the Commission decided in the interest of time, to defer that discussion until the next update of the Master Plan.

- iii. Review pages: 1-46, 65-82 and 97-144.

The review of the Mater Plan, noted on page two, the addition of Denise Frederick as the new City Attorney, this page will need additional changes to reflect that the Police Chief will be retiring soon. Regarding recognizing the participation of various boards, the Commission opted to provide special thanks to the boards that have assisted in the development of the Master Plan.

On page 8, Ms. Carol noted the addition of web links, which are located throughout the Master Plan, as appropriate, and will provide enhancements to the Master Plan. These links will take our stakeholders right to the information highlighted in the Master Plan. Staff assured the Zoning Commission that they will work to ensure that these links are properly maintained.

The Commission supported staff recommendation for an updated picture of the Code Compliance Vehicle on page 11, the deletion of the table on page 14, and the need for the Zoning Commission to pose for a new picture on page 15.

On page 19, Chairman Yarnell noted that “The Spanish name for lion is Leon....” on page 20 requested an updated picture of the Huebner Onion House, and to add a title to the picture of the Kinman House shown on page 21.

The Commission added the following item to page 24, “The City of Leon Valley is the first city in the State of Texas to install a High Water Mark sign, which reflects FEMA’s Best Management Practices, as a tool to support community outreach.”

The proposed text changes were accepted on page 22 thorough page 26. Ms. Carol provided supplemental Census data on behalf of pages 31 and 32, which were accepted.

The Commission accepted the proposed changes on page 35 on behalf of the School of Science Technology and Discovery. On page 35, Chairman Olen Yarnell requested the insertion of “via” instead of “along” Bandera and that the new Neighborhood Renewal Program be added to page 38.

The Commission also supported the proposed changes to pages 65, 66 and 68. The Commission requested that language be added to page 67 to reflect that Leon Valley is one of a few small suburban cities in the area that has a library. Ms. Caldera recommended that Ms. Carol coordinate with the City Librarian, Ms. Sandy Underwood for the details.

On page 75, the Commission noted that the population for the region needs to be updated to reflect current data and that the other changes on the page were accepted, as were the changes highlighted on page 76, 77, 79, 80 and 81.

Related to the Neighborhood section of the Master Plan, Commissioner Larry Proffitt expressed concerns about the City, and should we be encouraging or enforcing the Code requirements, as approved by City Council. The Commission noted that that the Master Plan should reflect the need for enforcement. The other changes in the Neighborhood Section were accepted except the following changes were still needed:

1. On page 119, in the Canterfield area, delete the portion about commercial development along Huebner Road
2. Rework the language about traffic calming features in the Forest Oak Area; and delete the request for a stop sign at Forest Meadow and Forest Ridge.
3. On page 123 delete the language about the Community Pool Association and add text reflecting the new Neighborhood Renewal Program.
4. Delete "Hodges" and replace it with Evers Road.
5. Provide additional details about the agreement between the City of Leon Valley and the City of San Antonio regarding the proposed park and parking area that will be at the end of Shadow Mist Road.

**VII. Discussion related to the on-line digital agenda process**

Staff provided an update regarding the City Managers request that all City Boards and Commission should transition to a peerless agenda and how this would save staff time, and reduce city cost. Chairman Yarnell expressed concerned how this would result in the cost of paper and printing would be transferred from the City and would become the responsibility of the Commissioners, which would be unreasonable. Ms. Carol noted that she would advise the City Manager of their concerns, and explore other options.

**VIII. New Zoning Commissioner Orientation**

This item was postponed until the August 23<sup>rd</sup> Zoning Commission meeting.

**IX. Discussion related to changing the Zoning Commission meeting time to 7:00 PM**

The Zoning Commission decided to move the start time of the Zoning Commission meetings from 6:30 to 7:00 to accommodate the fall schedule, which will begin in September.

**X. Announcements by Commission Members and staff.**

There were no items for discussion.

**XI. Adjourn**

Commissioner 2<sup>nd</sup> Vice Chair Hal Burnside made a motion to adjourn, seconded by Commissioner Pedro Esquivel. The motion passed unanimously and the Zoning Commission meeting was adjourned at 10:40 p.m.

**Reviewed by the Chair on 8/XX/2016**

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Chair

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Staff



WORKSHEET

Specific Use Case No. 2016-275

<b>Applicant:</b>	Patrick L. Harvey, applicant
<b>Request:</b>	To allow operation of a “kennel,” in a B-3 (Commercial) zoning district within the Commercial/Industrial Overlay (CIO) District
<b>Site:</b>	Lot 5, Block 1, CB 4428H, West Loop Business Park, Phase II Subdivision, located at 5407 Bandera Road, Suite 117
<b>Surrounding Zoning/Land Use:</b>	<p>Surrounding zoning consists of:</p> <ul style="list-style-type: none"> <li>➤ North, developed B-3 (Commercial) - (West Loop II Business Park)</li> <li>➤ South developed L-1 (Industrial) - (Intertek Automotive Research)</li> <li>➤ East, developed B-3 (Commercial) - (West Loop Distribution Center)</li> <li>➤ West developed B-3 (Commercial) - (West Loop II Business Park)</li> </ul> <p>All properties are within the Commercial/Industrial Overlay in addition to the base zoning district.</p>
<b>History:</b>	<p>The property was originally used as a single-family residence. The property was platted in 1983, by W.M. Eugene Powell creating West Loop Business Park, Phase II. The zoning history of this site indicates that it was rezoned from R-1 (Residential) and eventually to B-3 (Commercial) beginning in 1985. The existing and surrounding zoning in the area is predominantly Commercial. There is a 2001 rezoning case by Don Prado, to rezone from O-1 (Office) and R-1 (Single-Family Dwelling) to B-3 (Commercial). Additionally in 2010, the Commercial/Industrial Overlay was adopted and implemented.</p>
<b>Master Plan:</b>	<p>The 2009 Master Plan, Section 2bCC, Leon Valley South Corridor addresses in this area in general:</p> <ul style="list-style-type: none"> <li>➤ Encourages appropriate and effective buffering of B-3 (Commercial) from nearby residential areas</li> <li>➤ Notes B-3 (Commercial) as existing land uses in the Leon Valley South Corridor</li> </ul>
<b>Staff Comments:</b>	<ul style="list-style-type: none"> <li>➤ Per Code, the use “kennel” is allowed in the B-3 (Commercial) zoning district with a Specific Use Permit (SUP) within the Commercial/Industrial Overlay. This project is an interior finish out; therefore, the overlay requirements are not triggered.</li> <li>➤ Operation of a “kennel” appears to be consistent and compatible surrounding and existing zoning and land uses. The B-3 (Commercial) zoning district is designed to be more intense in nature and can include service facilities such as kennels. The B-3 district also allows outside display and storage of merchandise and limited outside services, such as dog runs.</li> <li>➤ Per the Zoning Ordinance, Chapter 14, Section 14.02.551b, the applicant submitted a Traffic Impact Analysis Worksheet indicating that the proposed use would generate less than 100 peak hour trips.</li> <li>➤ All departmental reviews of the request identified no objections and support a recommendation of approval.</li> </ul>
<b>200-Foot Property Owner Notification:</b>	<p><u>12</u> Letter Mailed  <u>0</u> In Favor  <u>0</u> Opposed  <u>0</u> Returned, unable to deliver  <u>0</u> Total responses received as of <b>August 18, 2016</b></p>



July 19, 2016



**SPECIFIC USE PERMIT APPLICATION FORM**  
(please print or type in black)

**Personal Information**

Name of Applicant: Patrick L. Harvey

Address: 2105 W. Summit San Antonio Tx 78201

Phone No: (210) 843-5135 Email: tailwaggerzsa@

Status (check one):  Owner  Agent (if agent, attach notarized Letter of Authorization)

**Property Description**

Project Name: TAILWAGGERZ DOG DAY CARE

Address: 5407 BANDERA Rd. San Antonio, Tx 78238 (Suite 117)

Legal Description: CB: 4428H BLK 1 Lot: 5 (10.548) mid point of S ARB 5A (.312)

Current Zoning: B-3 P-17F (.032)

Proposed Use & Description: Kenel USE - Specializing in Day Care and Boarding

Existing Property Use or State None: None - vacant

Acreage and/or Square Footage: 4059 SF

Does owner own adjacent property?  Yes  No

Structure (check one):  Addition to existing building - \_\_\_\_\_ sf **OR**  New construction

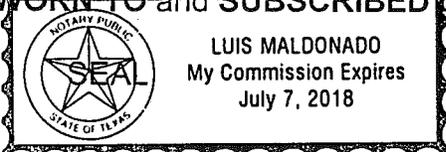
I hereby certify that I have read and examined this application and the attached instruction sheet and know the information I have provided to be true and correct. All provisions of laws and ordinances governing this application will be complied with whether specified herein or not. I agree to be bound by, and to comply with any terms or conditions imposed by such permit. I further acknowledge that the granting of a Specific Use Permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating the use of the property.

Patrick L. Harvey  
Signature of Applicant

7/5/2016  
Date

**BEFORE ME**, A Notary Public in and for TEXAS/BEXAR CO., on this date personally appeared PATRYCK L. HARVEY (Applicant) who duly states that all facts on this application are true to the best of his/her knowledge.

~~SWORN TO and SUBSCRIBED~~ before me this 5 day of JULY, 2016.



Luis Maldonado  
Notary Public, Bexar County, Texas

## Development Design Statement

**Tail Waggers** will be located at 5407 Bandera Rd., Suite 117, which is a commercial zoned B3 facility. The business will be a family owned and operated dog day care and overnight boarding facility.

Because we are moving into an end cap unit, we will not adversely affect any thoroughfares, driveways, nor cause adverse traffic hazards. Our business and its location will not require any new curb cuts or additional access points. All public utilities, plus internet will be utilized.

The property does not adjoin a residential area so does not require fencing.

Landscaping and property aesthetics is maintained by the property manager. All interior plans adhere to ADA requirements.

All kennels are indoors and include an indoor play yard and an outdoor rear play yard. Both play yards are accessible through an overhead garage door. The play yard will also be surrounded by a 6 ft. vision proof fence.

All play yards and kennels will be thoroughly cleaned and sanitized twice daily to avoid odor causing bacteria. All play yards and kennels will also be spot cleaned and disinfected as needed.

Vacated kennels will be thoroughly cleaned, sanitized, and prepared for new tenant.

All cleaning and sanitizing materials are FDA approved nontoxic and eco friendly.

Our business is family owned and operated. We will offer competitive and affordable prices. We will offer special HERO discounts to all Military and Veterans, Fire & Police, Medical, and Educators.



San Antonio, Texas

210-643-0908 | 210-843-5135

[tailwaggerzsa@gmail.com](mailto:tailwaggerzsa@gmail.com)

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**I.****Executive Summary**

Although my parents and I are educators, we have always held a special place in our heart for our pets. One of my absolute favorite jobs was working for a dog kennel and since then, I felt that it was a service that I could eventually offer to the city. Last summer I became an official dog sitter for Rover.com, a company that contracts individuals who provide dog sitting and other services related to the pet care industry. A few months later, I became one of the top sitters in San Antonio and I have found that the demand for me is too high to serve. Because of this, I have had to turn away new clients and focus on repeat customers. This experience with Rover.com has shown me that despite the fact that there are a couple of dog care facilities throughout certain areas of San Antonio, there is still a growing need for more.

Not only have we identified the need for more dog care services, we have also identified an absence of quality cat care facilities as well. Upon further investigation, owners have only a couple of places to board their cats while they are away. A top facility in the city is so popular, they have a wait list of almost a year and are not taking any new kitty clients! In order to provide for these owners, our Tail Waggerz Leon Valley facility is spacious enough that we can eventually offer a top of the line cat care facility as well. In order to make them comfortable, our building will have a sound proof area for our guests to stay. Eventually we would look into installing cameras throughout the facility that will give the owners an option to view their pets while they are being cared for at Tail Waggerz. We will have a live feed that clients will access through our website or an app on their phone.

Most large kennel facilities are located outside the loop to serve airport travelers. We plan to be located on or around the Medical Center of San Antonio. We find that a big number of my Rover.com customers are commuting to and from the Medical Center and have expressed a concern with the absence of a facility that is in that area. Because of this, our target marketing group will focus on the large number of owners that work or are patients in the area. We would also like to provide our services to the commuters in the Leon Valley area as well.

### III. General Company Description

Mission Statement: To provide a responsible and affordable interactive daycare and boarding facility to the canine owners of the city of San Antonio. Tailwaggerz Dog Daycare pledges to promote a safe, caring and fun experience for its four-legged customers. Their parents will see us as a professional and courteous facility where their furry children will receive the same love and treatment as they would at home.

Our objective is to have a healthy, friendly and successful dog daycare and boarding with all-inclusive play yard facility available to the city of San Antonio. Our primary target customers are workers and residents located in and around the medical and USAA area. Other clients will include patients and family of patients that are using the facilities in the medical center along with students/faculty at the University of Texas Health and Science Center. To best service this particular area, Tail Waggerz will offer an on-call service that will allow individuals to drop off their furry family members outside our regular hours. While our competitors are closed for business, we will open our doors to help out our clients in case they are called into work or have an emergency. We would eventually offer on-site veterinarian services and certified grooming for our clients as well as a small store to sell dog food, treats, accessories and toys for our customers.

With the recent advancements in turning San Antonio into a “no-kill” city, the future of this industry will only grow as the number of dog owners flourishes. Currently there are no dog daycare and boarding facilities in the Medical Center of San Antonio and the closest competitor is a good twenty minute drive (without traffic).

Before becoming an educator, I worked at a major dog daycare and boarding franchise (Camp Bow Wow) for four years and was given the opportunity to be promoted to manage their new location. When I first started working, the company had about 25-30 dogs a day and only required two employees to run the facility. Less than three years later, the number jumped to about 100-120 dogs every day and the number of employees needed daily rose to 6-7. Because they needed the help, I decided to work three years of seasonal hours after becoming hired as a full-time teacher. Currently, I am one of the top sitters in San Antonio on the dog-sitting service website Rover.com. With a number of successful years of experience in the dog sitting business, I know exactly what to expect when I begin my venture of starting Tailwaggerz Dog Daycare!

Tailwaggerz Dog Daycare is a LLC, a business structure that combines pass-through taxation of a partnership with limited liability of a corporation.

## IV.

## Services

### ***CANINE SERVICES:***

**Daycare:** \$20/full day - \$12/half day

**Daycare Packages:** 10 days for \$180, 20 days for \$320, 10 half-days for \$100, 20 half-days for \$160

**Regular Boarding:** \$35/night

**Regular Boarding Packages:** 7 consecutive nights for \$31/night, 14 cons. nights for \$29/night

-Regular boarding will consist of all-inclusive play all day along with a reservation in a regular caged kennel (3'x3', 3'x4' or 4'x5') that best fits the needs of the dog. Regular kennels will include a lifted cot and water bucket/bowl, but does not include a private camera.

**Luxury Boarding:** \$40/night

**Luxury Boarding Packages:** 7 night package for \$36/night, 12 nights package for \$34/night

-Luxury boarding will consist of all-inclusive play all day along with a reservation in a room that best fits the needs of the dog. Luxury kennels will include a lifted cot, water bucket/bowl and an individual camera that will have a live feed for owners to access online through our website.

### ***GROOMING:***

- FREE BATH with 5 or more nights of boarding

- \$8 Regular Bath

-\$12 Regular Bath with Nail Trim

-\$15 Regular Bath with Nail Trim & File

-Nail Trim - \$5

-Nail Trim & File - \$8

\*\*If a certified groomer is not available, the above services will be provided. If a dog is scheduled for five or more nights, a complimentary bath will be given before scheduled pick up. Nail trims and nail files will also be a regular service offered daily. If a certified groomer is available, then basic and breed specific grooming options will be available at various prices.

**After-hours Fee (Boarding only):**

-A \$20 after-hour fee will be charged for any on-call drop off outside our regular business hours. Owner will be able to call our 24/7 on-call phone line to request us to be available at the location to drop their dog off in case of emergency boarding needs.

**Mobile Service Pick-up:**

-Free Mobile service (PICK-UP ONLY) will be FREE at scheduled morning public pick up locations.

-Owners can request private scheduled pick-ups within a 5 mile radius at a \$10 flat rate fee. Any location outside the 5 mile radius will be charged an extra \$2/mile.

V.

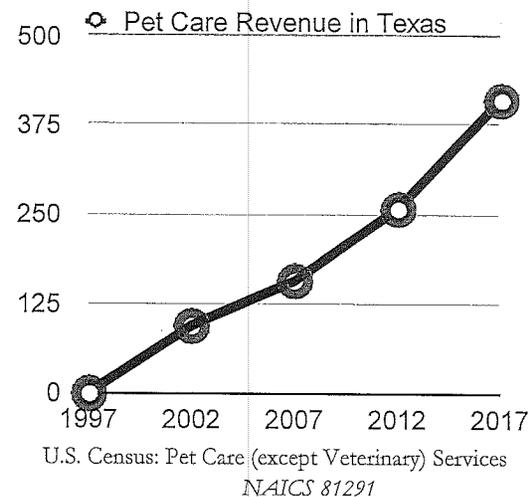
## Marketing Plan

From 2002 to 2012, the sales growth in the pet care business in Texas has been an average of a 65% increase, placing the total predicted revenue of 2017 at \$410 million. Due to the growing number of dog daycare and boarding facilities located around the city’s airport, it would be a disadvantage to open up Tailwaggerz in that area. However, there are only two veterinary offices that offer boarding for pets within the San Antonio Medical Center area. These offices do not have daycare service and pets are not given an opportunity to play in yards throughout the day. Already, Tailwaggerz Dog Daycare has an advantage over these veterinary kennels by having an all-inclusive play yards for every daycare and boarding dog booked.

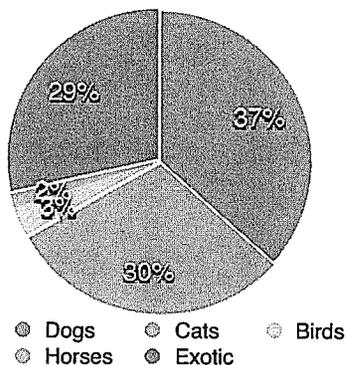
According to the United States Pet Ownership and Demographics Sourcebook, “in 2011, six-out-of-ten pet owners, or 63.2%, considered their pets to be family members.” Along with the growing number of pet owners, this is why the need for top quality dog care services has risen. The age range of a typical owner that is in need of daycare and boarding services is between 25-64, since at 25 an adult has had time to establish him/herself and an average age for retirement is the mid-sixties. Looking into the demographics for the 78229 and 78240 area, the combined number of 25-64 year olds is approximately 55% (43,108) of the population total in the area.

According to the American Veterinarian Association, 36.5% of households own an average number of 1.6 dogs in 2012. This would mean that Tailwaggerz would look to serve approximately 5,016 households within the 78229 boundary and 8,261 households within the 78240 boundary. This would mean that we will be looking to servicing an area with over 20,000 dogs!

As one of the top Rover.com sitters in San Antonio, I have noticed that a number of my owners come from within the Medical Center area. Due to the overwhelming need of dog care during vacation, I also have owners coming from all around the city. With the right kind of marketing, our business will flourish with dogs outside our primary target area. My last year at Camp Bow Wow I was asked to work on their marketing as a promoter and advertising designer. Part of my job was to drive out to area veterinarians and leave brochures/business cards in the offices. Other than their typical printed business media, other strategies that this franchise uses are emailed monthly newsletters, social media highlights and contests,



**% Households Owning Animals**



2012 U.S. Per Ownership & Demographics Sourcebook

promotional events and military discounts. Complimentary first day of daycare and discounted service packages will also help attract and keep customers coming back.

In order to create a plan that is most successful for our clientele, Tailwaggerz will need to modify the standard model that our competitors use. To set us apart from ALL other competitors, we will also offer a on-call drop off service that will allow clients to drop off their dogs 24/7 at a minimal fee.

Eventually we will look into offering a mobile pick-up service to convenience those who may not have time to drive to our location. Another example would be to offer our unique “Heroes’ Discount” to the public. The “Heroes’ Discount” would not only give the military community a small percentage off their pets’ stay but will also cater to other public service professionals (firefighters, police, medical and teachers). Because of our location within the medical center, we plan to place advertisements in hospital/medical office newsletters and look into local and area magazine/newspapers as well. We will also look into partnering up with local restaurants and leave treat bags with our information for workers to give to drive through customers with passenger companion dogs. One of the marketing tools Rover.com uses to promote clientele is the ability to request photographs and video for a booking. I find that one of the compliments I receive the most is the pictures I send to owners while their dog is staying with me. Once I

take a picture and upload it into the website, I am given the option of publishing it on my photo reel on my profile. The photos are available to any potential customer looking through my sitter profile online. Tailwaggerz will focus on producing quality photographs of every dog that is booked. My background in photography will ensure that each pet’s best moment is captured and highlighted for the owner to see when they pick up! Happy pets = happy clients!

With the growing number of establishments throughout Texas, there is a good chance that we may see a new competitor arise in the medical center area in the future. Of course, this will definitely take away some of our customers. In order to deal with these potential business threats is to constantly maintain an advantage over our competition. To do this, we must continue our research of new and old competitors throughout the city. As the market’s needs change, our marketing plan will have be modified to reflect the change. As of today, these are the big-market pet care facilities in the greater San Antonio area.

Table 1: Competitive Analysis

				
<b>Overview &amp; Profile</b>	Looking to open up a location in or on the edge of the Medical Center in San Antonio, TX.	Currently have two locations: 281 & Nakoma across from the airport and I10 & DeZavala near USAA.	Currently have two locations: 281 & 1604 North of the Airport and I10 & Laredo on the outskirts of Downtown San Antonio.	Currently have two locations: 281 & Clydeville (behind Nakoma) across from the airport and in Shertz, TX.
<b>Competitive Advantage</b>	Location we are currently looking at will not only provide the Medical Center area daycare and boarding facility for patients, residents and employees, but also offer 24/7 drop off service for emergencies/medical calls.	The 281/Nakoma location allows easy access to clients that will be using airport travel. The DeZavala Location is great for USAA employees to use as a daycare service.	Like Camp Bow Wow, the 281/1604 location provides an easy access for customers looking for a boarding facility close to the airport. The downtown location offers access for owners that work in the downtown area.	Pawderosa Ranch's 281/Nakoma location, like the others, provide boarding facilities to clients using airport travel.
<b>Target Market</b>	Doctors, nurses, staff, students, patients and residents in the San Antonio Medical Center	Airport travelers and USAA employees	Owners who work and commute to the Downtown area as well as Northside airport travelers.	Airport travelers and the Shertz, TX area.
<b>Marketing Strategies</b>	In-vet office brochures, "Heroes' discounts (Military, SAFD, SAPD, and Educators), free first day of daycare, flyers, newsletter, marketing e-mails, Social Media interaction, etc..	In-vet office brochures, booth stages at companion animal events, Military discounts, free first day of daycare, free dog accessories, newsletter, Social media, etc.	Radio and billboard advertisements, bumper stickers	

				
<p><b>Products/Service</b></p>	<p>Dog Luxury boarding, interactive dog daycare, basic grooming, basic obedience training</p>	<p>Dogs Only: Luxury boarding, interactive daycare, on-site veterinarian (by appointment only), basic grooming options, web-cams, on-site home services (dog walking, feeding, other companion animal care).</p>	<p>Dogs Only: Luxury boarding, interactive daycare, web-cams, basic grooming, dog birthday parties, pick-up/delivery, self-service dog wash, basic obedience training</p>	<p>Dogs Only: Luxury boarding, interactive daycare, web-cams, basic grooming</p>
<p><b>Pricing &amp; Costs</b></p>	<p>Dog Daycare: 20/day Regular dog Boarding: \$31/night , Boarding: 40/night Daycare &amp; Boarding packages available. GROOMING: \$15 dog wash Grooming packages available.</p>	<p>Daycare: 25/day - \$18/halfday Regular Boarding: \$39/night Luxury Boarding: 60/night Daycare &amp; Boarding packages available. GROOMING: \$15 dog wash Grooming packages available. OBEDIENCE CLASSES: \$30 (not offered yet)</p>	<p>Daycare: 22/day Regular Boarding: \$38/night Luxury Boarding: 45/night Daycare &amp; Boarding packages available. GROOMING: \$15 dog wash Grooming packages available. OBEDIENCE CLASSES: \$110 - \$125</p>	
<p><b>Strengths</b></p>	<p>Location will offer services for USAA and Medical Center areas. Our 24/7 drop off service will allow clients to leave their dogs for on-call medical professional duty and medical emergencies. We will even provide a pick-up/ service in the area for convenience.</p>	<p>Locations make it easy for airport and USAA commuters. CBW also offers home visits for customers. Web cams allow owners to access play yards and luxury kennels.</p>	<p>Downtown location and obedience courses. Birthday parties &amp; web cams that allow customers to access play yards.</p>	<p>"Barking lot" for owners to park cars and shuttle to airport after dropping off dogs. Web cams that allow customers to access play yards.</p>
<p><b>Weaknesses</b></p>	<p>Location will not be convenient for airport travelers.</p>	<p>No easy access to clients inside the loop. No boarding care options for cats.</p>	<p>No boarding care options for cats.</p>	<p>No easy access to clients inside the loop. No boarding care options for cats.</p>

Tailwaggerz' unique after-hour service will prove to be extremely convenient for owners who have unplanned emergencies or work in a profession that doesn't fit the traditional pet care hours. Although we will not be located close to the airport, we will still be able to bring in traveling customers due to the overwhelming demand of pet care during the holidays. Currently, a family owner is working on his degree in veterinary technician and would be able to offer vaccinations. By eventually providing an on-site vaccination program, owners will not have to worry about scheduling appointments for their dogs before bringing them to stay at Tailwaggerz. In the future, we would also like to add in-home walks/visits and adding web cams in the play yards as well as luxury suites. As of today, other than veterinary offices, there are NO are businesses that conflict on or around the Medical Center. However, another similar business in the area could take a percentage of our clientele.

## VI.

## Operational Plan

### Location

We have found a location at 5407 Bandera Road, Suite #117, San Antonio, TX 78238.

- 4,059 sq ft.
- Commercial/Industrial Building
- Sound proof room(s) needed as required.
- Garage door in the back with access to land in order to accommodate for an outdoor play area.
- On-site renovation will be needed to build kennels and play yard gates as well as installation of proper grooming tub.
- Business Hours
  - Regular Operating Hours - 7:00 AM - 6:00 PM
  - After-hours (24/7) drop-off will be offered. Owners will call a special number to contact someone after regular business hours.

## Legal Environment

- Licensing and bonding requirements
  - As per criteria set forth by the City of Leon Valley.
  
- Permits
  - Special Use Permit for Leon Valley
  
- Health, workplace, or environmental regulations
  - Maintain a clean, sanitized area with proper disposal of animal waste.
  - Current vaccinations for all dogs.
  - All dogs are required to be spayed or neutered.
  
- Zoning or building code requirements
  - Certificate of Occupancy
  
- Insurance coverage
  - Workers' Compensation
  - Property Coverage
  - Liability Coverage

- o Location Building Coverage
- Trademarks, copyrights, or patents (pending, existing, or purchased)
  - o Tail Waggez Dog Daycare, LLC (purchased)
  - o Logo design (pending)

## Personnel

- 5 employees (3 Owners/2 Family Members)
- The first two years will be strictly owners and family members. As the business grows, we will look to hire based on experience with dogs and dog ownership. We are only looking to hire pet-fanatics!
- Pay will start at \$9/hr and employees will be paid bi-weekly.
- All employees will be trained by Ana Harvey and will be required to get their Pet CPR/First Aid Certification annually.
- Tasks will include preparing meals, feeding, maintaining clean water (kennels/play yards), sweeping, wiping down and sanitizing kennels/play yards, dispose of animal waste (kennels/play yards), simple grooming services, monitor play yards, talking with owners, checking in/out daycare/boarding dogs/cats, and other tasks assigned throughout the day.

## Inventory

- House dog food (given to boarding pets whose owner did not bring their own food)
- Cleaning supplies and chemicals used to sanitize kennels/play yards
- Office supplies
- Grooming supplies (shampoos, brushes, finishing fragrances)
- Kitchen supplies to prepare meals (bowls, flatware, can openers/coverers, etc.)

## Suppliers

- Home Depot - 5101 Cambray Drive - 210.520.0630
- [petedge.com](http://petedge.com) - P.O. Box 1000, Beverly, MA 01915 - 800.738.3343
- [davismfg.com](http://davismfg.com) - 1308 Austin Hwy, Ste 100, S.A., TX 78209 - 210.826.6262
- [sears.com](http://sears.com) - 2310 S.W. Military, San Antonio, TX 78224 - 210.932-5000
- [walmart.com](http://walmart.com) - 1603 Vance Jackson, San Antonio, TX 78228 - 210-738-8218
- WNT Pet Supplies - 301 Thomson Park Dr., Cranberry Twp, PA - 800-427-5946
- [builddirect.com](http://builddirect.com) - 877-631-2845
- Gulf Coast Paper - 8655 NE Interstate 410, San Antonio, TX 78219
- Doctors Foster and Smith - 2253 Air Park Road, Phineland, WI - 800-826-7206

Above suppliers will be used to order supplies for day-to-day operations like office supplies, chemicals, grooming supplies, etc. Eventually we will look into carrying and selling collars, treats, toys and other dog items to our customers.

## VII. Management and Organization

Tail Waggerz will be owned and operated by Ana Harvey, Lupe Harvey and Patrick Harvey. Any other employees will be family members or family friends and if more employees need to be hired, we will look to hire alumni or current students at the schools where we teach.

### Professional and Advisory Support

- Realtor
  - Julian Jackson - Copernicus Realty
- Insurance agent
  - David Ison & Sons Insurance, Inc
- Banker
  - Generations
  - LiftFund
- Mentors and key advisors
  - Gordon Sanford - The SCORE Association

**VIII.**

**Personal Financial Statement**

See attached forms.

**IX. Startup Expenses and Capitalization**

Startup Estimate - Break down

Section Name	Costs	Annual Cost	
Front/Office	2948.9	\$1,366	
Groom Room	8921.41	\$698	
Kitchen	3441.14	406	
Kennels/Play Yards	181.96	150	
Maintenance	924.01	282.67	Annual Supply Cost
Other			\$2,903
<b>Total Start-Up Estimate</b>	<b>16417.42</b>		

## Startup Estimate - Front Office

Item	Cost	Quantity	Total Cost	Company	Annual
Desktop Computer	\$400.00	1	400	cears.com	\$0
Multi-function Inkjet Printer	\$150.00	1	150	cears.com	\$0
Vtech 2 Handset Answering System - CS6649-2	\$69.99	1	69.99	cears.com	\$0
First Alert 2072F Anti-Theft Safe (1 cu ft)	\$130.00	1	130	cears.com	\$0
Kennel Software	\$49.00	12	588		588
19 gal. Kitchen Drawstring Trash Bag (150 ct)	\$14.97	3	44.91		45
Stapler		2	2		\$0
Staples	\$4.00	2	8		8
Filing Cabinet	\$200	2	400		\$0
File Folders (150 pk)	\$14.00	1	14		\$14
Office Desk	\$150.00	1	150		\$0
Television	\$250.00	1	250	Wal-Mart.com	\$0
Multi-purpose Copy Paper (2,500 count)	\$30.00	2	60	Wal-Mart.com	60
Envelopes (Box of 500)	\$15.00	1	15		15
Cardstock (250 pk)	\$16.00	2	32		32
credit card machine		1	1		
paper clips (1000)	\$5.00	1	5		5
pens (50 pk)	\$4.00	6	24		24
permanent markers (12 pk)	\$5.00	10	50		50
highlighters (12 pk)	\$5.00	6	30		30
Accounting Software			0		
walkietalkies (1 pair)	\$30.00	1	30		\$0
computer ink	\$60.00	6	360		360
stickie notes (12 pk)	\$20.00	4	80		80

Total Cost 2949.9  
Annual Cost \$1,366

### Startup Estimate - Groom Room

Item	Cost	Quantity	Total Cost	Company	Annual?
Sher-Iso 8' Assembly Steel Cage - Model 902.0109.16	\$3,170.00	1	3170	ParagonMed.com	\$0
XPower X-800TF, 3 Speed Cage Dryer	\$289.99	1	289.99	Davismfq.com	\$0
Xpower 800Mdx Multi Hose Drying Ka	\$139.99	1	139.99	Davismfq.com	\$0
XPower II-24, Heated Force Pet Dryer	\$189.99	1	189.99	Davismfq.com	\$0
Stainless Steel Grooming Tub	\$3,000.00	1	3000		\$0
Grooming Tub Plumbing Kit	\$330.00	1	330		\$0
Shampoo Concentrate (1 gallon - regular)	\$50.00	3	150	petedge.com	150
Shampoo Concentrate (1 gallon - oatmeal)	\$50.00	3	150	petedge.com	150
Shampoo Concentrate (1 gallon - hypo-allergenic)	\$50.00	1	50	petedge.com	50
Kong Zoom Groom Brush	\$5.00	2	10	petedge.com	\$0
Slicker Brush	\$5.00	2	10	petedge.com	\$0
Deodorizer Brush (Medium/Large)	\$50.00	2	100	petedge.com	\$0
Nail Clipper	\$20.00	2	40	petedge.com	\$0
Kwik Stop Gel Powder	\$5.00	2	10	petedge.com	10
Top Performance Floor Tiles (1 sq ft)	\$18.00	8	144	petedge.com	\$0
Bath Towel	\$5.00	15	75	petedge.com	\$0
Rubber Apron	\$16.00	2	32	petedge.com	\$0
Finishing Spray (12 oz)	\$10.00	5	50	petedge.com	\$0
ME DUOBATH BATHING SYSTEM DLX KIT BLK	\$500	1	500	petedge.com	\$0
Demating Brush	\$8.00	2	16	petedge.com	\$0
Flea Comb	\$8.00	2	16	petedge.com	\$0
Flea Shampoo (1 gallon)	103	2	206	petedge.com	206
5-Shelf 36"x72"x14" Steel Shelving Unit	100	\$1.00	100	homedepot.com	\$0
32 gal. Vented Gray Trash Can with Lid	\$29.97	1	29.97	homedepot.com	\$0
33 gal. Large Trash Bag (100 Count)	\$17.49	3	52.47	homedepot.com	52.47
First Aid kit	\$50.00	1	50		\$50

Total Costs  
8821.41  
Annual Costs  
5690

### Startup Estimate - Kitchen

Item	Cost	Quantity	Total Cost	Company	Annual?
5-Shelf 36"x72"x14" Steel Shelving Unit	\$100.00	3	300		0
Washer & Dryer	\$1,000.00	1	1000	sears.com	0
Refrigerator	\$700.00	1	700	sears.com	0
Stainless Steel Dog Bowl (Small)	\$3.00	15	45	wfpetsupplies.com	0
Stainless Steel Dog Bowl (Medium)	\$5.00	20	100	wfpetsupplies.com	0
Stainless Steel Dog Bowl (Large)	\$7.00	10	70	wfpetsupplies.com	0
Stainless Steel Flat Sided Pail (1 Qt)	\$9.00	10	90	wfpetsupplies.com	0
Stainless Steel Flat Sided Pail (2 Qt)	\$10.00	10	100	wfpetsupplies.com	0
Flatware (spoons/knives)	\$10.00	1	10	walmart.com	0
Can Opener	\$7.00	2	14	walmart.com	0
Dog Food Can Covers (2pk)	\$2.00	5	10		0
Dog Food Scoop	\$2.00	5	10		0
Detergent (300 oz)	\$13.00	8	104	walmart.com	104
Bleach (121 oz.)	\$2.94	12	35.28	walmart.com	38
Dishwashing Liquid (56 oz.)	\$9.00	8	72	walmart.com	72
Stainless Steel Sink - 2 Compartment	\$400.00	1	400		0
Dish Scrubber	\$8.00	2	16		18
32 gal. Vented Gray Trash Can with Lid	\$29.97	2	59.94	homedepot.com	0
33 gal. Large Trash Bag (100 Count)	\$17.49	8	139.92	homedepot.com	140
10 gallon trash bags (150 count)	\$15	3	45		30
drydogfood containers	\$40	2	80		0
sponges (8pk)	\$5	5	25		8

Total Costs  
3441.14  
Annual Costs  
406

**Startup Estimate - Kennels & Play-yards**

Item	Cost	Quantity	Total Cost	Company	Annual?
Television	\$250.00	0	0	walmart.com	0
Pet-friendly Turf (15'x50')				builddirect.com	0
Trash Cans (6 gal)	\$15.98	2	31.96	homedepot.com	0
10 gallon trash bags (150 count)	\$15.00	10	150	homedepot.com	150

## Startup Estimate - Maintenance

Item	Cost	Quantity	Total Cost	Company	Annual?
Rubbermaid 60" Handle with #24 Looped-End Mop	\$12.97	3	38.91	homedepot.com	0
Rubbermaid #24 Looped-End Mop Heads (3 pk)	\$12.87	2	25.74	homedepot.com	0
HomePro Flip Lock DustPan and Lobby Broom	\$14.97	3	44.91	homedepot.com	0
31 qt. Tandem Mop Bucket	\$49.97	3	149.91	homedepot.com	0
5-Shelf 36"x72"x14" Steel Shelving Unit	\$105.00	2	210	homedepot.com	0
Rubbermaid 60" Hardwood Dust Mop Handle	\$15.97	2	31.94	homedepot.com	0
36 in. Cotton White Dust Mop	\$21.94	2	43.88	homedepot.com	67.76
36 in. Black Snap-On Wire Dust Mop Frame	\$90.00	1	90		0
Spartan Consume Eco-Lyzer® -5 Gal		5	5	<a href="http://www.gulfcoastpaper.com/">http://www.gulfcoastpaper.com/</a>	Y
Spartan Clean on The Go® Low Flow Dispenser		1	1	<a href="http://www.gulfcoastpaper.com/">http://www.gulfcoastpaper.com/</a>	0
Fabuloso (4/ 1 gal.)	\$43.99	2	87.98	homedepot.com	\$43.99
Odo-ban (1 gal.)	\$9.98	6	59.88	homedepot.com	59.88
Windex (128 oz)	\$8.99	4	35.92	homedepot.com	17.96
paper towels (8 rolls)	\$8.62	8	68.96	homedepot.com	43.1
toilet paper (case of 96)	\$29.98	1	29.98	homedepot.com	29.98

Total Costs

924.01

Annual Cost

282.67

X.

Financial Plan

Three Year Financial Projection

Sales	Year 1	Year 2	Year 3
Boarding	\$94,905.00	\$156,640.00	\$234,960.00
Daycare	\$10,400.00	\$15,600.00	\$20,800.00
Grooming	1160	1700	2250
Start-Up Allowance (Yr 1 only)	\$94,000.00		
<b>Total Sales</b>	<b>\$190,455.00</b>	<b>\$173,940.00</b>	<b>\$258,010.00</b>

Operating Expenses	Year 1	Year 2	Year 3
Salary	\$0.00	\$0.00	\$0.00
Payroll	\$78,840.00	\$87,600.00	\$87,600.00
Outside Services	\$1,600.00	\$1,800.00	\$1,800.00
Supplies	\$20,000.00	\$4,000.00	\$5,000.00
Repairs & Maintenance	\$1,000.00	\$1,500.00	\$1,500.00
Advertising	500	200	200
Car/Delivery/Travel	\$1,000.00	\$1,500.00	\$2,000.00
Accounting/Legal	\$0.00	\$200.00	\$200.00
Rent	18,000	18,000	18,000
Phone/Internet	\$80.00	\$120.00	\$120.00
Utilities	\$530.00	\$550.00	\$560.00
Insurance	\$3,314.00	\$3,314.00	\$3,314.00
Taxes	\$5,400.00	\$5,400.00	\$5,400.00
Interest			
Depreciation			
Other Expenses	50,000		
<b>Total Expenses</b>	<b>\$180,464.00</b>	<b>\$124,184.00</b>	<b>\$125,694.00</b>

(gas)  
(1,500 SF @ \$1,500/mh)

Net Profit	Year 1	Year 2	Year 3
Sales	\$190,455.00	\$173,940.00	\$258,010.00
Operating Expenses	\$180,464.00	\$124,184.00	\$125,694.00
<b>Net Profit (before taxes)</b>	<b>\$9,991.00</b>	<b>\$49,756.00</b>	<b>\$132,316.00</b>

Dividends	Year 1	Year 2	Year 3
Net Profit (before taxes)	\$9,991.00	\$49,756.00	\$132,316.00
Taxes			
<b>Net Profit (after taxes)</b>	<b>\$9,991.00</b>	<b>\$49,756.00</b>	<b>\$132,316.00</b>

## Financial Projection - Boarding Revenue

Boarding: 20 kennels			
Busy - 107 days: \$31/night			
Slow - 258 days: \$35/night			
	Year 1	Year 2	Year 3
# of Boarding Dogs on Busy Day	15	20	30
# of Boarding Dogs on Slow Day	5	10	15
Daily Profit (Busy Day)	465	620	930
Daily Profit (Slow Day)	175	350	525
Annual Profit (Busy Day)	49755	66340	99510
Annual Profit (Slow Day)	45150	90300	135450
<b>Annual Profit</b>	<b>94905</b>	<b>156640</b>	<b>234960</b>

### Three Year Financial Projection - Daycare Revenue

<b>Daycare: \$20/day</b>			
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
# of Daycare Dogs per Week	10	15	20
Weekly Profit	200	300	400
<b>Annual Profit</b>	<b>10400</b>	<b>15600</b>	<b>20800</b>

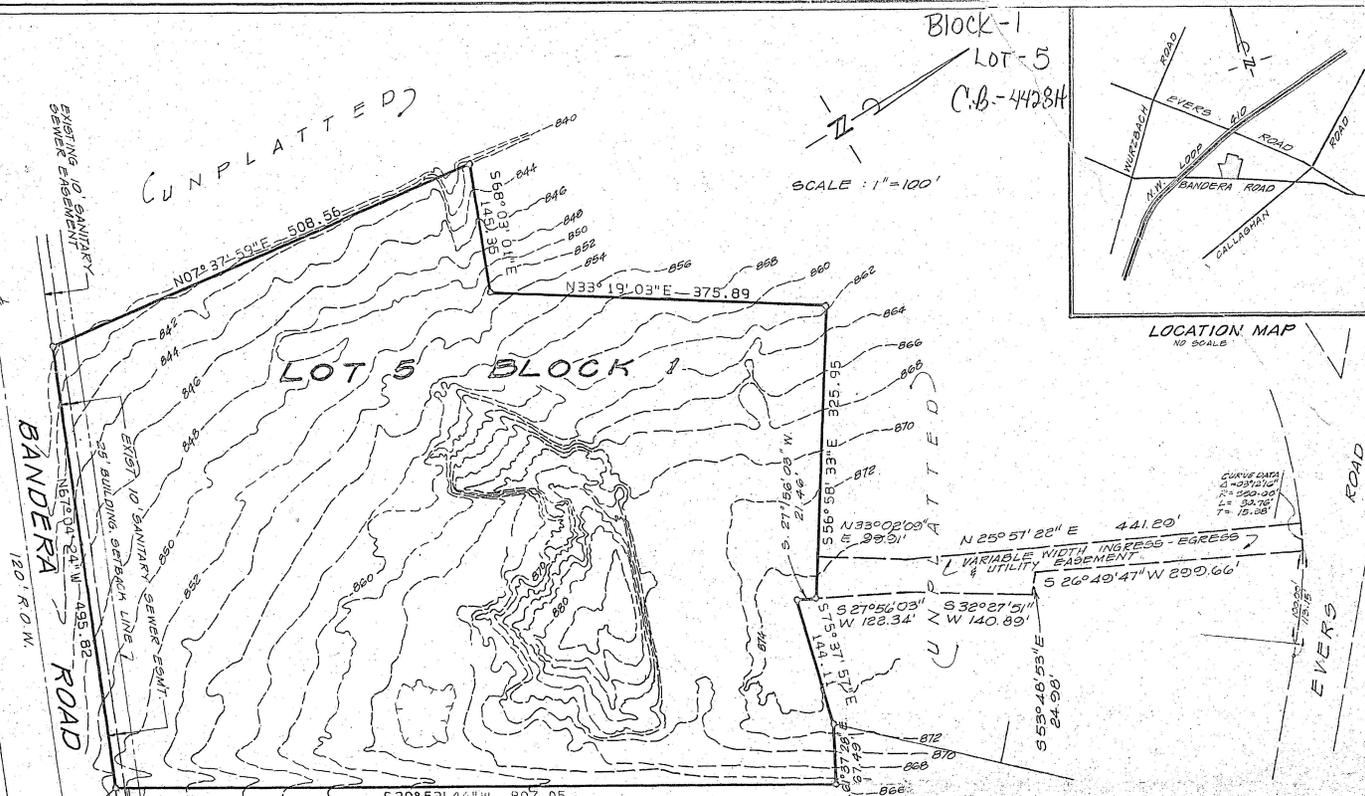
### Three Year Financial Projection - Grooming Revenue

<b>Grooming: \$10/bath</b>			
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
# Boarding Baths	150	200	250
# Daycare Baths	1000	1500	2000
Total Number of Baths	1150	1700	2250
Weekly Profit	1500	3000	3750
<b>Annual Profit</b>	<b>78000</b>	<b>156000</b>	<b>195000</b>

LEGEND

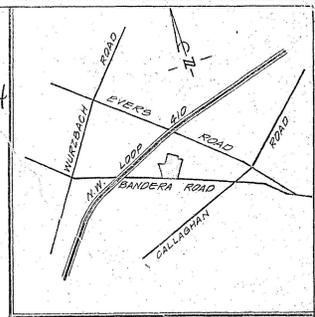
- IRON PINS SET ALL PROPERTY CORNERS
- - - EXISTING CONTOURS

VOL 9503  
Pg 198



Block-1  
LOT-5  
C.B.-44284

SCALE: 1"=100'



THE CITY ENGINEER OF THE CITY OF LEON VALLEY HEREBY CERTIFIES THAT THIS SUBDIVISION PLAT CONFORMS TO ALL REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF THE CITY AS TO WHICH HIS APPROVAL IS REQUIRED.

BY \_\_\_\_\_ CITY ENGINEER

STATE OF TEXAS  
COUNTY OF BEXAR  
I HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN THIS PLAT TO THE MATTERS OF STREETS, LOTS AND DRAINAGE LAYOUT

LOT-4, BLOCK-1  
WEST LOOP BUSINESS PARK SUBDIVISION  
(VOL. 9100, PG. 150)

The City of San Antonio as a part of its electric and gas system (City Public Service Board) is hereby dedicating the easements and rights-of-way for electric and gas distribution and service facilities in the areas designated on this plat as "Electric Easement", "Gas Easement", "Anchor Easement", "Service Easement", "Crossing Easement", "Utility Easement", and "Transformer Easement" for the purpose of installing, constructing, reconstructing, maintaining, removing, inspecting, patrolling, and erecting poles, supports or burying wires, cables, conductors, splices or cross-arms, each with its necessary appurtenances; together with the right of ingress and egress over another's adjacent lands, the right to relocate said facilities within said easement and right-of-way areas, and the right to remove from said lands all trees or parts thereof, or other obstructions thereto. It is agreed and understood that the efficiency of said lines or appurtenances which change or may interfere with the buildings, concrete slabs, or walls will be placed within said easement areas.

Any GPS monetary loss resulting from modifications required of GPS equipment, located within said easement, due to gradechanges or ground elevation alterations shall be charged to the person or persons deemed responsible for said grade changes or ground elevation alterations.

STEPHEN HORVATH, R.E.  
VICKREY & ASSOCIATES, INC.  
I, Stephen Horvath, REGISTERED PROFESSIONAL ENGINEER  
SWORN TO AND SUBSCRIBED BEFORE ME THIS 13 DAY OF OCTOBER  
A.D. IN 83

Joanne Felder  
NOTARY PUBLIC  
BEXAR COUNTY, TEXAS

VICKREY & ASSOCIATES, Inc.  
CONSULTING ENGINEERS & SURVEYORS  
7334 Blanco Road Suite 109 San Antonio, Texas 78216

STATE OF TEXAS  
COUNTY OF BEXAR  
I HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND.

STEPHEN HORVATH, R.P.S.  
VICKREY & ASSOCIATES, INC. REGISTERED PUBLIC SURVEYOR

SWORN TO AND SUBSCRIBED BEFORE ME THIS 13 DAY OF OCTOBER  
A.D. 1983

Joanne Felder  
NOTARY PUBLIC  
BEXAR COUNTY, TEXAS

STATE OF TEXAS  
COUNTY OF BEXAR  
THE OWNER OF THE LAND SHOWN ON THIS PLAT, AND WHOSE NAME IS SUBSCRIBED HEREIN IN PERSON OR THROUGH A DULY AUTHORIZED AGENT DEDICATES TO THE CITY OF LEON VALLEY, TEXAS FOR THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATER COURSES, DRAINS, EASEMENTS, AND THE WATER AND SEWER LINES IN ALL OF THE AFORESAID PUBLIC PLACES AND ALL OTHER PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

Wm. Eugene Powell  
OWNER - QUINCY LEE INDUSTRIAL JOINT VENTURE NO. 3  
DULY AUTHORIZED AGENT

STATE TEXAS  
COUNTY OF BEXAR  
BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED  
Wm. Eugene Powell  
KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 14 DAY OF OCTOBER  
A.D. 1983

Joanne B. Jones  
NOTARY PUBLIC  
BEXAR COUNTY, TEXAS

SUBDIVISION PLAT  
ESTABLISHING  
WEST LOOP BUSINESS PARK  
PHASE II

BEING 10.86 ACRES OF LAND OUT OF THE EDWIN ALEXANDER SURVEY NO 149, ABSTRACT NO 29, C.B. 4428 H, CITY OF LEON VALLEY, BEXAR COUNTY, TEXAS.

THIS PLAT OF WEST LOOP BUSINESS PARK PHASE II HAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS AND IS HEREBY APPROVED BY SUCH CITY COUNCIL. DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 19 \_\_\_\_\_

BY: \_\_\_\_\_ MAYOR  
BY: \_\_\_\_\_ SECRETARY

STATE OF TEXAS  
COUNTY OF BEXAR  
I, \_\_\_\_\_ COUNTY CLERK OF SAID COUNTY, DO HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN MY OFFICE, ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. \_\_\_\_\_ AT \_\_\_\_\_ M. AND DULY RECORDED THE \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. \_\_\_\_\_ AT \_\_\_\_\_ M. IN THE RECORDS OF \_\_\_\_\_ OF SAID COUNTY, IN BOOK VOLUME \_\_\_\_\_ ON PAGE \_\_\_\_\_ IN TESTIMONY WHEREOF, WITNESS MY HAND AND OFFICIAL SEAL OF OFFICE, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. \_\_\_\_\_

\_\_\_\_\_  
COUNTY CLERK, BEXAR COUNTY, TEXAS

BY: \_\_\_\_\_ DEPUTY

## V. PLANNING ELEMENTS

The following planning elements: transportation and thoroughfare, community services, environmental, commercial/economic, and housing/neighborhood are important factors in determining what is "desirable" as a future for the community. These specific elements are developed as separate components but are intended to be used simultaneously, as a guide to Leon Valley's land use and development.

### Transportation and Thoroughfare Component

#### Statement of Purpose

The Transportation Plan is intended to promote the highest and best use of land and to lessen, to the degree possible, the congestion and hazards of automobile traffic on the streets of Leon Valley. The relationship between traffic, public transportation and pedestrian circulation within Leon Valley and that of the northwest sector of Bexar County has been considered in the recommended changes to the transportation system. The plan also recognizes the need for other modes of travel including pedestrian and mass transit.

The promotion of better vehicular and pedestrian traffic circulation within the City will benefit the citizenry in general, both now and in the future. Thus, the Plan is intended to promote the health, welfare and safety of the citizens of Leon Valley.

The Transportation Plan component of the Master Plan is designed to provide guidance for the development and management of the transportation systems for Leon Valley. It is intended that the planning area maps located in Section IV., Subsection D., be used as a guide in the process of platting and subdividing land.

#### Planning Scope

The geographic planning area referred to throughout this document includes the area within the corporate boundaries of the City of Leon Valley. The plan will address vehicular, pedestrian and public transportation systems. The plan provides:

#### Goals, Objectives and Recommended Strategies

The terms, "goals", "objectives", and "recommended/specific strategies" will be used in this Master Plan.

- A goal is a general statement of desired ultimate physical, social, or economic quality of life the community seeks.
- The objectives are approaches or actions that may be taken to achieve goals.
- Recommended strategies are means which may be used to achieve objectives and goals.

- (1) An identification of existing roadway and pedestrian designations and discussion of the existing conditions, issues and problems to be addressed by the Transportation Plan;
- (2) A statement of major goals and objectives pertaining to transportation in Leon Valley; and
- (3) A description of the available means of implementing the Transportation Plan.

### **Goals**

The transportation system element of the Master Plan is designed to allow the City of Leon Valley to achieve the following goals and objectives. The decisions regarding the transportation system seek:

- (1) To encourage and manage the development of an effective transportation system capable of moving both people and goods in a safe, efficient, economical and environmentally sensitive manner;
- (2) To encourage land use such that the benefits of the transportation system are maximized and to manage the transportation system so that the beneficial use of land is maximized;
- (3) To develop and manage the transportation system in a manner which will help to ensure the safe and efficient movement of traffic on major roadways and will help to minimize through-traffic on non-collectors; and,
- (4) To balance the needs of pedestrians and motorists; residents, businesses and commuters; and neighborhoods and the City as a whole.

### **Bus Rapid Transit in Leon Valley San Antonio**

The first Primo route or Bus Rapid Transit (BRT) began operations in December ~~launch in 2012 by~~ providing connectivity to the medical district and downtown San Antonio. The City of Leon Valley and VIA implemented a branch to provide ~~could explore connection~~ connectivity for Leon Valley residents and businesses options to ~~the BRT route, with VIA to provide increased access and transportation options to city residents and businesses.~~

Primo bus rapid transit (BRT) is public transportation that combines the best features of rail travel with the flexibility of bus service. BRT uses specialized rubber-tire vehicles that operate similar to a light rail with faster and more frequent service.

#### **The Benefits of BRT**

- Higher passenger capacity on BRT vehicles than conventional transit buses
- Operational flexibility with improved service and reliability
- Attractive passenger stations
- Specialized environmentally-friendly, quieter vehicles
- ~~Lower operating costs that other high capacity options~~
- Improved fare collection"

BRT has been a proven success in Eugene, OR, Los Angeles, CA, Cleveland, OH, and Boston, MA

Excerpt from VIA Destination 2012 Bus Rapid Transit information sheet

**Objectives and Recommended Strategies**

Objective One

*Recognize the primary mode of transportation will be the individual automobile and manage the transportation system to facilitate the efficient movement of automobiles.*

*Encourage the development and management of a multimodal transportation system that supports the efficient movement of people.*

**Comment [EC5]:** VIA Recommends

**Recommended Strategies:**

- (1) Use of the subdivision process to expand public transportation facilities through developer-funds through the dedication of right of way to support bus stops;
- (2) Continue to upgrade all existing arterial streets to recommended standards, control parking on narrow streets and busy streets, and provide (or cause to be provided) additional collector streets and arterials necessary to keep pace with projected growth;
- (3) Continue site plan review and approval process to ensure that proposed development is designed and constructed in a manner that is compatible with the function of adjacent streets, provides for safe on-site circulation of vehicles and pedestrians, public transportation, provides suitable parking, and provides access for solid waste pick-up, fire vehicles, emergency medical services and other public service needs;
- (4) Ensure that major thoroughfares conform to optimum design, engineering, and construction standards in order to permit the free flow of high volume traffic.
  - (a) Minimize and eliminate, when possible, curb cuts and direct driveway access points to all collector and arterial thoroughfares.
  - (b) Space major intersections approximately 1,400 to 1,800 feet apart on primary arterials and 1,200 to 1,600 feet apart on secondary arterials.
  - (c) Provide a protected left-turn lane at all signalized median openings on arterials.
  - (d) Provide left- and right-turn lanes at points where two arterials intersect. (This requirement is intended to encourage the concentration of medium intensity development at such intersections and reduce strip development.)
  - (e) Limit left-turn movements on arterials between signalized intersections by:
    1. Restricting left turns on undivided portions of the street;

**Comment [EC6]:** Consider proposal to close median opening between signalized intersection on Bandera Road.

2. Spacing median openings on divided portions at a distance of no less than 500 feet and require controlled traffic movement at such openings;
3. Limit the construction of continuous left-turn lanes, as medians, on arterials to where intensive strip commercial or industrial development has already taken place; and,
4. Limit signalized intersection spacing to no less than one-quarter mile, preferably one-third mile and prohibiting signalization at driveway (non-public street) intersections except where one side is a street;

(f) ~~Require that lots developed for low-density residential use, which abut a collector, be designed so they do not front the collector. Prohibit abutting~~ of low-intensity residential lots to any type of arterial or expressway ~~is strongly discouraged~~ and will not be allowed except in extraordinary circumstances. In no case shall such a low-intensity residential lot have direct access to an arterial or expressway thoroughfare. Plats will be annotated to indicate that vehicular access to such lots from the thoroughfare will not be permitted.

### **MPO Walkability Study**

The Alamo Area Metropolitan Planning Organization's (MPO) Walkable Community Program is modeled after a national program that encourages communities to design for safer and more welcoming accommodations for pedestrians. Goals of our local Walkable Community Program are to:

- 1) Help the community better understand their walking and bicycling environment.
- 2) Help the community identify Infrastructure improvements that can be made to improve walking and cycling.
- 3) Serve as an educational process for local infrastructure and operational programs that are available through the various public agencies.
- 4) Serve as a two-way communication forum between the community and the transportation agency staffs.

The program is intended to assist communities in identification of issues residents single out as important to the community. It is the intent to have as many resources available at the workshops as possible. The workshops are an opportunity for residents to meet and discuss issues that may be limiting the mobility of the community.

There was a walkabout held with a corresponding workshop held in June 2008 with MPO and partnering agencies, VIA, TXDOT and AACOG to determine the walkability of the City of Leon Valley.

- (g) Permit development for medium- and high-intensity uses (apartments, retail, commercial and industrial) on land abutting a major thoroughfare if it conforms to specific standards designed to limit access to the thoroughfare. These specific standards and guidelines are to be compatible with those found in standard engineering practice and as approved by the City Engineer; and,
- (h) Provide traffic calming devices in residential areas, along streets that are being used as cut through and that have other speeding potential characteristics; and
- (i) Reduce access points along arterial streets in developed areas by:
  - 1. Closing, where practical, access to arterials from streets;
  - 2. Eliminating excessive numbers of existing curb cuts and reducing the width of curb cuts that do not conform to current standards at the time that major improvements to the arterial are undertaken; and,
  - 3. Ensuring that current standards are met as a condition for permitting re-development or new construction.

Objective Two:

*Recognize that an integral component of the transportation system is parking facilities.*

*Recommended Strategies:*

- (1) Establish periodic review of parking conditions throughout the City and consider revision of parking requirements, if necessary; and,
- (2) Discourage streets from being used as off-loading and storage areas.

Objective Three

*Capitalize on the existing, available public right-of-way for transportation facilities in order to minimize future land consumption for transportation purposes and ensure that additionally required right-of-way is acquired and roadway construction is financed in an equitable and effective way.*

*Recommended Strategies:*

- (1) Acquire rights-of-way for future arterials as shown on the adopted thoroughfare plan in advance of development in order to save money and to ensure that the arterials can be located as planned and public transportation facilities, such as bus stops;
- (2) Exercise authority over rights-of-way to obtain proper design, sizing and location of entrances and exits, and treatment of the right-of-way as a part of the site plan review;

- (3) Maximize capacity of existing roadways, where appropriate, through use of traffic management techniques such as: High Occupancy Vehicle (HOV) lanes, synchronized signalization; ~~and so on;~~
- (4) Maximize use of subdivision process to provide developer-funded improvements to or expansions of the public transportation facilities;
- (5) Require dedication by owners of land which abuts an existing or planned thoroughfare to the City for use as right-of-way, an amount of land specified in standards or as required for a specific improvement. This will be a requirement for plat approval;
- (6) Acquire land for right-of-way in the same manner in which land is acquired for other public purposes in those cases where the necessary right-of-way has not been acquired by dedication;
- (7) Coordinate right-of-way acquisition on state owned and maintained highways with TXDOT. The City requirements for right-of-way shall prevail when City requirements exceed those set forth by TXDOT;
- (8) Evaluate each case, plat request, or project individually and, when deemed necessary by the City, require developer/landowner participation in excess of the standard requirement;
- (9) Allocate available resources effectively so that capital investments in transportation facilities are in the best interest and promote the general welfare of the citizens; and,
- (10) Participate in Federal, State and county funding programs, when possible.

Objective Four:

*Facilitate the increased demand for a safe and aesthetically pleasing pedestrian transportation system.*

Recommended Strategies:

- (1) Require new development to include pedestrian walkways along major thoroughfares (unless a system of walkways and/or bikeways are provided separately from the arterial), collectors and on all residential streets from developments to bus stops;
- (2) Require that walkways be designed to meet accessibility standards for special populations including handicapped, elderly and young;
- (3) Consider establishing bikeways within the City;
- (4) Continue to include new sidewalk construction as part of a Capital Improvements Plan;
- (5) Develop a plan to install new sidewalks to fill gaps in the existing sidewalk infrastructure and to correct existing accessibility defects;
- (6) Continue to include replacement of broken sidewalk areas in Capital Improvement Plan; and,

**Comment [EC7]:** Develop an enforcement program for repairs of existing sidewalks

- (7) Require six-foot (6') wide sidewalks for locations where the sidewalk abuts the curb.

Objective Five:

*Minimize roadway congestion and fuel consumption through encouragement of alternate public transportation options.*

Recommended Strategies:

- (1) Consider programs that monitor need for and acceptability of alternate modes of transportation and encourage use of buses, taxis and limousine services when appropriate; and,
- (2) Consider programs such as a carpool "hotline" or shopping shuttle.

**Comment [EC8]:** Look at parking strategies

**Comment [EC9]:** Encourage residents and employers to use VIA Vanpool service.

**IDENTIFICATION OF EXISTING ROADWAY DESIGNATIONS**

**Expressways**

Northwest Loop 410

**Primary Arterials, Type A**

Bandera Road (State Highway 16)	Bandera Road (Spur 421)
Huebner Road (east of Bandera)	Grissom Road (FM 471)

**Primary Arterials, Type B**

Wurzbach Road	Eckhart Road (not inside City limits)
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**Secondary Arterials, Type B**

Evers Road	Shadow Mist
Huebner (Bandera to Timberhill)	Thistle
Poss Road (Grissom to Evers)	Timberhill

**Commercial Collectors**

Ardisana Drive	Redbird (Huebner to Deer Lane)
Chaparral (Huebner to Deer Lane)	Reindeer Trail
Criss-Cross	Sawyer Road (Bandera to Criss-Cross)
Echo Hill	Timco East
Exchange Parkway	Timco West
Hurley	Watercress (Wurzbach to Thistle)

**Residential Collectors**

Linkwood Drive	Linkhaven Drive
Thunderbird Drive	Cherryleaf Drive
Peach Tree Drive	Grass Valley
Canterfield Road	Forest Pine
Forest Meadow	Forest Way
Forest Grove	Seneca Drive
Grass Hill Drive	Rue Francois
Poss Road (Evers to Trotter)	Blackberry

**Local Access**

All Others

**DESIGN STANDARDS**

The design standards for roadway construction are contained in Leon Valley City Code, Chapter 10, "Subdivision Regulations". The general roadway standards are described in the following table. Unique situations may warrant alternative designs. For example, a continuous left-turn lane may be necessary and the right-of-way requirements on state highways may be in excess of those standards set forth.

CLASSIFICATION	TYPE	ROW WIDTH	PAVEMENT WIDTH	DESCRIPTION
Expressway	---	300' +	Varies	Minimum 4-lane, divided, limited access, 12' lane width
Primary Arterial	A	110'	86'	6-lane, divided roadway, 12' lane width, 14' median or 7 lanes with 14' turn lane
	B	86'-110'	Varies	Up to 6 lanes, accomplished through variety of design measures
Secondary Arterial	A	86'	62'	4-lane, divided, 12' lane width, with either 14' median or center turn lane
	B	60'-86'	44'-62'	4-lane, undivided, 11' lane width is minimum
Collector	---	60'	44'	4-lane, undivided, 11' lane width
Local Access	---	50'	30'	Residential street

*A full description of the design standards are located in Appendix.*



**Existing Conditions and Recommended Changes**

Figures provided by Leon Valley City staff and TXDOT.

**Bandera Road (State Highway 16)**

**Existing Conditions:**

- ❖ It is a Primary Arterial, Type A, which serves as a major artery in the San Antonio metropolitan area transportation system, connecting a rapidly developing area of northwest Bexar County with Loop 410. Bandera Road, cuts through the center of Leon Valley providing the only means of north/south vehicular ~~through~~ access.
- ❖ Bandera Road is the economic lifeblood of Leon Valley, providing direct access to the majority of existing businesses and arterial access to many residential neighborhoods and service areas.
- ❖ Despite arterial demands and right-of-way size (170'+/-), Bandera Road serves as a collector street with multiple driveway access points.
- ❖ Bandera Road from Loop 410 to Rue Francois ~~has been is also being~~ reconstructed to add an overhead lane connector to Loop 410. This ~~has will~~ relieve congestion on Loop 410 and at the Wurzbach and Bandera intersection. The future of further improvements to Bandera Road is awaiting an environmental study.
- ❖ Bandera is owned and maintained by the TXDOT.

**Comment [EC10]:** Driveway access management program.

TXDOT average annual traffic counts on Bandera Road reflect the following changes between ~~1990 and 2002~~. ~~Through 2013~~ See Appendix.

**Comment [EC11]:** Update - Future link to Appendix

Average Annual Daily Counts on Bandera Road

Location	2002	2005	2013
Grissom-Huebner	54,000	57,640	52,409
South of Eckhert Road	48,000	51,080	46,594
North of Eckhert Road	57,000	56,880	57,429

**Recommended Changes**

- ▶ Extend Criss-Cross to connect Poss and Sawyer Roads.
- ▶ Coordinate with the City of San Antonio and land owner to provide access to undeveloped area north of North Valley Subdivision via Eckhert, Reindeer Trail or Linkwood intersection.
- ▶ Extension of El Verde Road west of Bandera to Shadow Mist is not favored by area residents; however, extension would facilitate access, circulation and security.

**Comment [EC12]:** Delete per Melinda

- ▶ Seneca Drive may be extended south/southwest to a point approximately 300' (at developer discretion, subject to City approval of proposed site plan) northeast of the southern City limit line and approximately 800 feet southeast of El Verde Road where it can turn east to run parallel to Samaritan Drive and William Rancher Road to the western City limit line.
- ▶ Consider addition of VIA centralized service bus stop (Park & Ride), preferably near Grissom, Huebner or Eckhert Roads.
- ▶ Continue to coordinate platting actions along Bandera Road cooperating with TXDOT limited access policy.
- ▶ Continue to collaborate with TXDOT on the reconstruction of Bandera Road to mitigate traffic concerns.

Comment [EC13]: Delete per Melinda

**Wurzbach Road**

**Existing Conditions:**

- ❖ Is a Primary Arterial, Type B, which provides a significant vehicular access to and from the Medical Center, east to west and is part of the City of San Antonio Major Thoroughfare Plan and TXDOT planning.
- ❖ Wurzbach Road and Huebner Road provide the only east/west thoroughfare access in the City.
- ~~❖ TxDOT completed widening and reconstruction of this street in 1997 as part of the Metropolitan Planning Organization Program.~~
- ❖ The average week day traffic count for Wurzbach Road, west of Bandera Road on February 23, 1996 was 14,857 vehicles per day ~~(provided by W. F. Castella, traffic study consultant).~~
- ❖ The traffic between Evers Road and Bandera Road on Wurzbach Road was 27,540 vehicles per day in 2005.

**Recommended Changes:**

- ▶ Incorporate the cost of microsealing and restriping Wurzbach Road into the City's seven-year capital plan. Additional funding will be necessary.

**Grissom Road (Farm to Market (FM) 471)**

**Existing Conditions:**

- ❖ It is a Primary Arterial, Type A (Right-of-Way standard is 120' to meet TXDOT standards.) with four travel lanes and a continuous turn lane.
- ❖ Serves with Huebner as a vital east-west component of the San Antonio Major Thoroughfare Plan.

- ❖ Grissom is owned and maintained by the TXDOT. TXDOT improved drainage along the west side in 2002 and placed sidewalks in 2003. A traffic signal was installed at Shadow Mist in 2003.
- ❖ In 2002, TXDOT reported a usage of 19,000 vehicles per day (VPD) on this street. This has risen to be 25,620 vpd in 2005.

**Recommended Changes:**

- ▶ Extend Shadow Mist in Leon Valley Addition; connection to Sawyer Road may be considered in the future, if appropriate, to facilitate traffic planning.
- ▶ Consider allowing the extension of Shadow Mist across Huebner Creek into San Antonio to connect to Wurzbach Road.

**Huebner Road**

**Existing Conditions:**

- ❖ The portion of Huebner from Bandera Road east to the City limits is a Primary Arterial, Type A. In tandem with Grissom Road (FM 471), Huebner provides northwest Bexar County's major east to west thoroughfare.
- ❖ Huebner serves as a Secondary Arterial, Type B, from Bandera Road west to Timberhill.
- ❖ From Timberhill west to the City limit line, Huebner serves as a collector.
- ❖ It is a vital east/west component of the San Antonio Major Thoroughfare Plan.
- ❖ Huebner Road, outside of Leon Valley, has been widened to five lanes from Eckhert to IH-10 and to four lanes from Eckhert to just west of Leon Valley's eastern City limit line.
- ❖ To accommodate the expected increase in traffic, the intersection of Huebner at Evers was widened to include a left turn lane onto Evers from west bound Huebner. A center-turn lane into Pavona Place was added in 1996. Huebner Road was widened in 2001 via TXDOT MPO program.

TRAFFIC COUNT SITE	VPD
Huebner Road, east of Evers Road	18,929
Huebner Road, west of Evers Road	21,086

*Week Day Average Traffic Count Provided By Leon Valley Pubic Works - 1998*

**Recommended Changes:**

- ▶ As platting occurs, appropriate right-of-way dedications are needed.

- ▶ Complete the widening of Huebner along the west side, between Evers and Redbird Lane.
- ▶ Access to Huebner should be limited. Proposed streets should align with existing streets.
- ▶ Consider access to Huebner from undeveloped areas north of Old Mill Subdivision.
- ▶ A new traffic signal at Evers and Huebner should be installed, to update existing American with Disability Act (ADA) access and replace old signal equipment.

**Timberhill Road (Huebner Road to the City Limits)**

**Existing Conditions:**

- ❖ From Huebner Road west to the City limits - it is a Secondary Arterial Type B but is constructed as a collector street.
- ❖ Timberhill, from Huebner to Autumn Chase was reconstructed in 1999.
- ❖ This four-lane arterial street connects areas west of Leon Valley with Bandera Road.

**Poss Road**

**Existing Conditions:**

- ❖ Poss Road from Grissom to Bandera and Bandera to Evers is a Secondary Arterial, Type B. It is a primary route to the City's recreational area (Library, Raymond Rimkus Park and Leon Valley Activities Building Community/Conference Center).
- ❖ Poss from Evers to Trotter is a residential collector.
- ❖ The section from Bandera to Evers is underdeveloped and subject to flooding.
- ❖ A new culvert crossing the Huebner Creek at the Park was added in 2001.
- ❖ The week day average traffic count on Poss Road between Bandera Road and Grissom Road is 13,902 vpd (Week Day Average Traffic Count Provided By Leon Valley Public Works - 1995).

**Recommended Changes:**

- ~~▶ Extend Criss-Cross to connect Poss and Sawyer Roads.~~
- ~~▶ Extension of Cherryleaf Drive through Onion/Salazar tracts is discouraged by area residents; however, extension could facilitate access, circulation and safety.~~
- ~~▶ Improvement of Poss from Bandera to Evers Roads would improve access to community facilities in the area. Consideration should be given to construction of walkways and/or bikeways.~~

- ▶ Upgrade Poss Road, from Bandera to Evers, to a width of forty-four feet (44') because Poss Road, between Bandera Road and Grissom Road, serves as both an access to the traffic light on Bandera Road and to the City Park.

### Thistle

#### **Existing Conditions:**

- ❖ It is a secondary arterial, Type B and connects Bandera to Wurzbach Road. It is presently constructed as a 44' collector.
- ❖ Because of explosive development of residential housing in San Antonio, traffic on Thistle and Watercress has greatly increased. Further development will certainly occur, which will cause more traffic.

#### **Recommended Changes:**

- ▶ Police enforcement of speed regulation is needed.
- ▶ Future development may require added traffic calming measures. Changes at Bandera Road by TXDOT should reduce some of the mounting traffic volume.
- ▶ The median crossover of Bandera Road at Thistle was eliminated by the TXDOT Bandera Road Flyover project and was replaced by a turnaround on Bandera Road midway between Hurley and Wurzbach Road.

### Blackberry Drive

#### **Existing Conditions:**

- ❖—It is designated as a Secondary Arterial, Type B. It has become a major connector to Bandera and to Wurzbach Road, from the new residential area in San Antonio (Crystal Hills).
- ❖ ~~Development of the Ridge Unit will promote more traffic.~~
- ❖ In 1995, it was paved as a county road section.
- ❖ Significant development can occur on either side of the street, which will have to be widened and curbed.

#### **Recommended Changes:**

- ▶ Complete Blackberry Drive as a 44' wide curbed street, by the use of both developer funds and the Capital Improvements Plan.
- ▶ Sewer utility extensions will be needed prior to street improvements.

**WaterCress**

**Existing Conditions:**

- ❖ From Thistle to Wurzbach it is a Secondary Arterial Type B. It is constructed as a 44' wide collector street.
- ❖ Development of The Ridge has increased traffic.
- ❖ Large increases in traffic on Bandera and Wurzbach Road has re-routed traffic volume to Watercress during peak periods.

**Recommended Changes:**

- ▶ ~~A new traffic signal on Wurzbach at Watercress may be warranted because of stacking problems and constant right turns onto Wurzbach at Exchange Parkway.~~
- ▶ A traffic study should be developed to examine current traffic volume and determine if signals would be warranted.

**Evers Road**

**Existing Conditions:**

- ❖ Evers Road, a Secondary Arterial, Type B, serves as the major residential access street in Leon Valley.
- ❖ Evers provides access to major Leon Valley facilities such as the Public Library, Leon Valley ~~Community and Conference Center~~ **Activities Building** and Raymond Rimkus Park.
- ❖ The current traffic count at Evers and Poss is an average of 18,063 (per staff analysis, 2008) vpd. This traffic count is expected to increase as growth in northwest Bexar County ~~continues~~ **occurs**.

TRAFFIC COUNT SITE	VPD Per Leon Valley Public Works 1998	VPD Per TXDOT 2005 Report
Evers at Forest Way	13,344	11,520
Evers Road at Wurzbach Road	Not Applicable	16,580
Evers Road at Huebner Road	5,059	9,400

**Recommended Changes:**

- ▶ Consider signalization of intersection of Forest Way/Seneca and Evers Roads. If placed, this signal should be synchronized with lights at Evers and Huebner, and Evers and Wurzbach to facilitate optimal traffic flow.
- ▶ Construction on Loop 410 and Bandera Road by TXDOT has already increased the peak volume on Evers. A recent traffic study of the area indicates that the light is already warranted.
- ▶ Consideration should be given to construction of walkways and/or bikeways to improve access to Leon Valley's recreation area (Library, Park and Leon Valley **Community and Conference Center**).
- ▶ Consider traffic control light at Evers Road and Alley-Kinman Drive (entrance to Leon Valley Activities Building/Library).
- ▶ Add Evers Road to the City's annual street program. This action will require funding.
- ▶ Consider a four-way signal at Poss Road.

Comment [EC14]: Delete per Melinda

Comment [EC15]: Delete per Melinda

**Shadow Mist**

**Existing Conditions:**

- ❖ It is a Secondary Arterial, Type B.
- ❖ Although platted to cul-de-sac in the City of San Antonio, Shadow Mist could connect with a thoroughfare system south of Huebner Creek.
- ❖ The completion of the hundred unit residential development located on Shadow Mist has increased traffic.

Comment [EC16]: Delete per Melinda

**Recommended Changes:**

- ▶ Consider construction of a cul-de-sac at Huebner Creek.
- ▶ Extension of El Verde Road west of Bandera to Shadow Mist is not favored by area residents; however, extension would facilitate access, circulation and safety.

**Eckhert Road (FM 1517)**

**Existing Conditions:**

- ❖ It is a Primary Arterial, Type B which is not within the City limits of Leon Valley, but immediately adjacent to the City.
- ❖ Eckhert Road is essential to the orderly movement of traffic within and through Leon Valley. It provides direct collector access, as well as arterial access to residential and commercial areas in Leon Valley.
- ❖ Eckhert Road is recognized as being an integral part of the City of San Antonio Major Thoroughfare Plan. Its viability and use as a major thoroughfare artery is essential to orderly traffic movement in Leon Valley.

- ❖ TXDOT widened Eckhert Road to five lanes in 1996.

**Recommended Changes:**

- ▶ None within the jurisdiction of Leon Valley.

**Timco West**

**Existing Conditions:**

- ❖ This four lane major arterial serves as a commercial collector and connects Bandera Road to Callaghan Road.
- ❖ Leon Valley Public Works reported a usage of 12,586 vpd in 2005.

**Recommended Changes:**

- ▶ This street was reconstructed in 1998 after showing major structural failures due to heavy vehicle loads and insufficient pavement thickness.
- ▶ ~~It needs to be added to the City's Capital Street Plan. The street has been incorporated into the annual Street Maintenance Plan.~~

Comment [EC17]: Delete per Melinda

**Exchange Parkway**

- ❖ This four-lane arterial connects Loop 410 with Wurzbach Road. Northbound Traffic was measured in 1996 at 3,432 vpd.

**All Other Streets**

- ❖ All other streets are catalogued in the Identification of Existing Roadway Designations page 49.

Comment [EC18]: Confirm page number

Alamo Regional Mobility Authority.

Comment [EC19]: Confirm agency name

### Bandera Toll Road

"In October 2006, the Alamo Regional Mobility Authority (Alamo RMA) brought together 15 individuals representing businesses, residents, and community leaders that live and work along the Bandera Road corridor to participate in a community advisory panel for the Alamo RMA's study of Bandera Road. Elected officials representing the corridor nominated these individuals for membership on the community advisory panel. The Bandera Road Study is a transportation planning study that will examine and recommend strategies for efficiently and effectively addressing long-term mobility issues in the corridor. The Bandera Road Study area consists of the portion of road known as Bandera Road or State Highway 16 (SH 16), is approximately 6.5 miles in length, and situated between Loop 410 West and Loop 1604 West.

On this section of Bandera Road, the existing average daily traffic varies from 31,000 to 61,000 vehicles. Projected average daily traffic in the year 2030 indicates the probability of 68,300 to 106,900 vehicles, nearly double today's numbers.

In the summer of 2006, the Alamo RMA, in accordance with the process and procedure required under the National Environmental Policy Act of 1969 (NEPA) and the current Federal Highway Act, submitted a letter to FHWA requesting a determination if the Bandera Road project could proceed as an Environmental Assessment. In April 2007, the Alamo RMA learned that the Federal Highway Administration (FHWA) determined that the environmental documentation process for the corridor should proceed as an Environmental Impact Statement (EIS), estimated to take 48 months to complete." (Adapted from [www.alamorma.com](http://www.alamorma.com) on August 5, 2008)

**1aCC: Bandera Road North Corridor**

The Bandera Road North Corridor consists of mostly developed parcels of land that is zoned B-2 (Retail) and B-3 (Commercial). The goal for this area is to promote primarily retail usage.

The LAND USE goal for this area is to maintain a 200-foot in-depth, B-2 (Retail) Corridor along Bandera Road. The area from Poss Road, north to city limit line should be zoned B-2 (Retail) rather than B-3 (Commercial). Any lots that are currently zoned B-3 (Commercial) should be considered for rezoning to B-2 (Retail), specifically on the east side of Bandera Road is encouraged. The area north of Reindeer Trail to city limit on the west side of Bandera Road, should also be rezoned to B-2 (Retail) to encourage further retail development. No Retail and/or Commercial lots should interface with Linkcrest Drive.

The Bandera Road North Corridor INTERFACES with the Linkwood Addition and Grass Valley Subdivisions. TXDOT should be consulted for pedestrian friendly options. A traffic mitigation study should be conducted to consider pedestrian traffic, traffic light synchronization and early notification of turning lanes. Issuing Debt funds may be considered for conversion of above ground utilities lines to underground lines, as growth occurs. Overhead traffic lanes are not encouraged along Bandera Road for connection to Loop 1604 in San Antonio, and efforts need to be made to protect local businesses during the design and construction of Bandera Road.

**1aCC Bandera Road North Corridor**





Loop 1604 in San Antonio, and efforts need to be made to protect local businesses during the design and construction of Bandera Road.

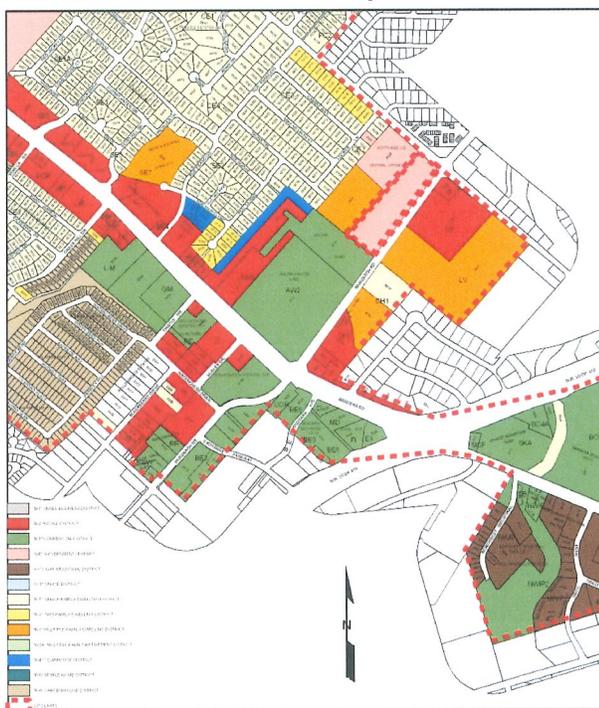
**2aCC: Bandera Road/Loop 410 Area**

Bandera Road/Loop 410 Area consists of B-2 (Retail) and B-3 (Commercial) developed lots. These retail and commercial areas are buffers for residential neighborhoods to the interstate highway.

The LAND USE for this area is B-3 (Commercial) zoning and not intended to abut residential areas. Commercial development abutting residential areas must provide an adequate and effective buffer to maintain the existing character of the surrounding neighborhoods. This section of Bandera Road crosses Wurzbach Road and has heavy traffic.

Bandera Road/Loop 410 Area interfaces with Seneca Estates and Rollingwood Estates.

**2aCC Bandera Road Loop 410 Corridor**



The TRANSPORTATION goals for this area must include traffic light synchronization for this corridor and traffic efficiency calming measures should also be considered for Wurzbach and Huebner intersections.



**3CC: Wurzbach Road Corridor**

The Wurzbach Road Corridor area is B-3 (Commercial) lots with some R-1 (Single-Family) and B-2 (Retail) lots.

The LAND USE for this area is B-2 (Retail) and B-3 (Commercial) and it is recommended that all lots located west of Bandera Road should front Wurzbach Road. East of Bandera Road B-3 (commercial) zoning should not directly abut residential districts.

A unified zoning approach is encouraged in the Rollingwood Estates subdivision. Undeveloped lots in the Rollingwood Estates Subdivision zoned R-1 (Single Family) fronting Wurzbach Road may be considered for rezoning to B-2 (Retail), B-3 (Commercial), MX-1 (Mixed Use) or R-3 (Multi-Family). Lots on the east side of Wurzbach zoned R-1 (Single Family) lots could be rezoned to R-3 (Multi-Family). This corridor directly abuts City of San Antonio city limit line.



**3CC WURZBACH ROAD CORRIDOR**



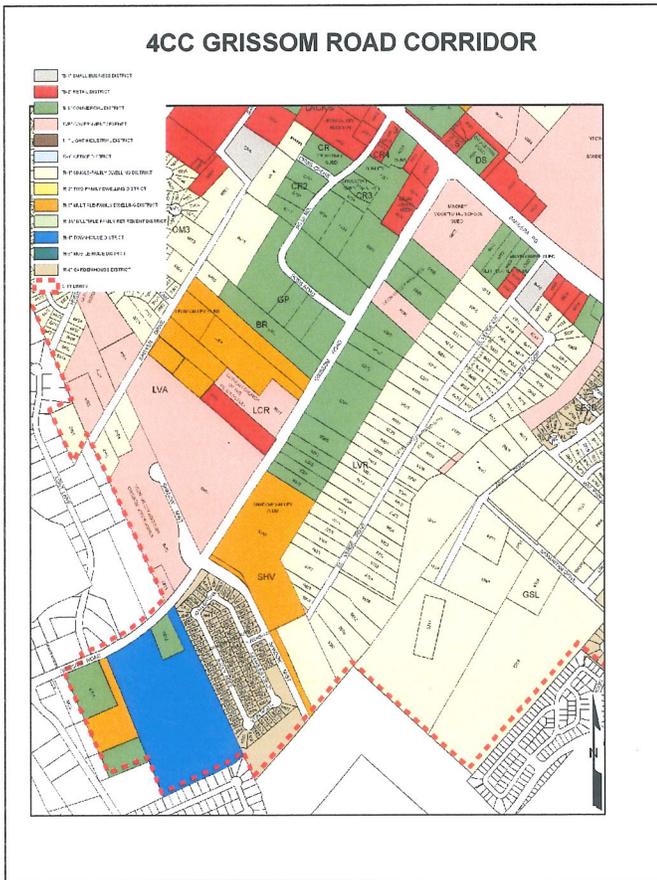
This area INTERFACES with ~~several Calypso and Hidden Meadow apartment complexes.~~ Traffic in this area is expected to be reduced upon completion of the TXDOT overhead lanes project. Access to Bandera frontages in Leon Valley will increase due to increased capacity along Loop 410 and ease of access to Leon Valley.

The ENVIRONMENTAL goals must include the awareness by Developers of uncapped water wells in the area. Any development in this area must comply with FEMA regulations as adopted by this City. Adhere to all applicable Federal and State laws pertaining to environmental issues.

The ACTION PLAN should consider a storm water retention plan. Sewer

extensions will be needed for any new development in the area behind Rollingwood Estates and the Ancira Winton subdivisions.

**4CC: Grissom Road Corridor**



The Grissom Road Corridor is B-3 Commercial areas with some R-3 (Multiple-Family), R-4 (Townhouses) and R-6 (Garden Home) areas.

LAND USE in this area encourages B-3 (Commercial) zoning in the Leon Valley Addition lots northwest of Grissom Road. Consolidation of properties northwest and southeast of Grissom Road is encouraged to consolidate the development of properties and utilities.

The Grissom Road Corridor INTERFACES with Leon Valley Ranch, Shadow Mist Subdivision and portions of Sawyer Road and Old Mill areas. Rita Kay Driggers Elementary School and NISD corporate headquarters is located along this corridor.

The TRANSPORTATION goals may consider alternate connecting routes for the extension of Criss-Cross

Road to connect Poss Road and Sawyer Road. Refer to the Leon Valley Ranch Profile.

Developers are to be aware of uncapped water wells in this area. Special attention should be given to monitor the tetrachloroethylene (PCE) plume in the Edwards Aquifer to identify potential risks to residents and business.

Adopted 04/??/14-Resolution #14-???



The Capital Improvements Planning should include storm water retention plan with special attention to drainage for R-3 (Multiple-Family) properties, specifically to the rear of the property.

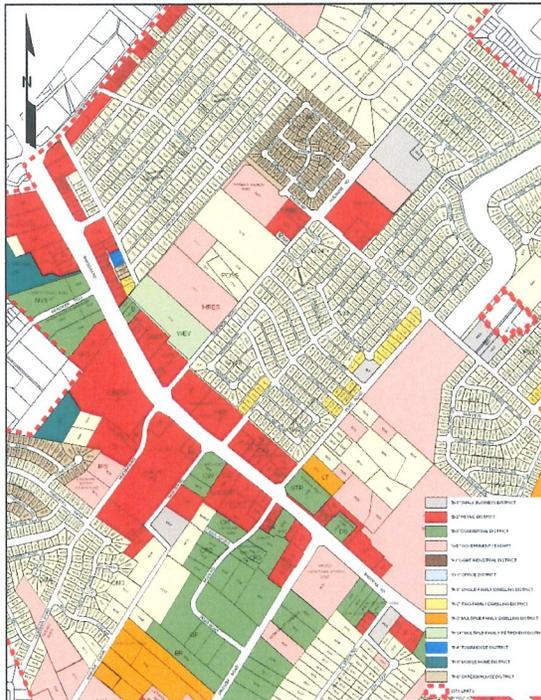
**5CC: Huebner Road Corridor**

The Huebner Road Corridor area of land is R-1 (Single Family), R-3A (Multiple Family Retirement Dwelling), R-6 (Garden Home) with some B-1 (Small Business) and B-2 (Retail) areas.

The LAND USE in this area encourages the vacant area located on east side of Huebner Road, across from Elementary School all be zoned R-1 (Single-Family). R-3A (Multiple-Family Retirement Dwelling) and R-6 (Garden Home) should be considered as alternatives. Vacant areas zoned B-2 (Retail), should be rezoned to R-1 (Single-Family), R-3A (Multiple-Family Retirement Dwelling), R-6 (Garden Home), R-7 (Multi-Family Medium Density) and MX-1 (Mixed Use).

The Commercial Corridor is limited along Huebner Road. This area interfaces with Monte Robles Park, Canterfield, Grass Valley, Old Mill and Pavona Place residential subdivisions. The Leon Valley Elementary School and the Villas at Leon Valley Retirement home and the Department of Public Safety facilities are also located along this corridor.

**5CC HUEBNER ROAD CORRIDOR**



Traffic on Huebner Road is expected to increase due to the City of San Antonio road improvements (outside Leon Valley city limit line). Access to Huebner Road is to be limited; proposed streets should be aligned with existing streets. Any future development of the area located Northwest of Bandera Heights subdivision should consider

## Economic Development Strategic Plan Component

### Goals, Objectives and Recommended Strategies

**GOAL ONE:** Economic Development - Attract and retain quality businesses that will generate sales tax revenue and increase the tax base within the City of Leon Valley

#### Objective A

~~Establish an Economic Development sales tax~~

#### ~~Recommended Strategies~~

- ~~1) Establish Citizens Neighborhood Progress Committee to study issues and make recommendations to City Council.~~
- ~~2) City Council calls to election consider adoption of the sales tax~~
- ~~3) Sales Tax Adoption Campaign provided by local private and public (non-city) support~~
- ~~4) Establish a Section 4B tax Sales Tax~~
- ~~5) Hire Economic Development Director with experience and knowledge of 4B Sales tax~~
- ~~6) Public meetings to review possible ballot language~~

#### Objective B

~~Established a Street Maintenance Tax Program~~

#### ~~Recommended Strategies~~

- ~~1) Establish Citizens Neighborhood Progress Committee to study issues and make recommendations to City Council.~~
- ~~2) City Council called for an election to consider adoption of the sales tax.~~
- ~~3) Street Maintenance Sales Tax campaign provide by local private support.~~
- ~~4) Street Maintenance Sales Tax adopted.~~
- ~~5) After tax is adopted, workshop to be held to evaluate and prioritize street maintenance projects in a timely, manner.~~

#### Objective AC

Promote business friendly practices

#### Recommended Strategies

- 1) Continue and increase crime prevention activities to promote safety and crime prevention in the business community.
- 2) Create Developer's Guide for publication.
- 3) Leon Valley Public Library reference area for development including City codes and Business laws, City budget and general City information.
- 4) Continue and expanded on-going business relationship through the Business

~~Alliance Committee~~ Leon Valley Economic Development Corporation and the Leon Valley Area Chamber of Commerce.

- 5) Advertise vacant spaces in the community.
- 6) Develop Pro-Business Philosophy and Practices
- 7) Establish an Economic Development Training Class for Employees and Citizens
- 8) Partner with Chamber to host events in empty buildings.
- 9) Partner with the Chamber to feature a weekly shop local segment.

**Comment [EC1]:** Real Estate Agents often work to get the space cleaned up and it showcases an opportunity.

#### Objective BD

Create, review, and enforce Codes that impact Economic Development

##### Recommended Strategies

- 1) Clean up the City by through increased code enforcement.
- 2) Create "LV NOW!" Code enforcement program
- 3) Study Wurzbach Road for a potential beautification plan
- 4) ~~Tree Preservation Ordinance~~ - COMPLETED

#### Objective CE - Need to clarify: FOR WHOM?

Increase Economic Development education and training resources

##### Recommended Strategy

- 1) On-going with Neighborhood Watch and National Night Out and presentations to local schools and Chamber of Commerce meetings, etc.
- 2) Survey the business community to assess their needs
- 3) Promote small business workshops (hosted by UTSA, etc...) on FB page

#### Objective DF

Promote Leon Valley

##### Recommended Strategies

- 1) ~~Unique street signs~~ - COMPLETED
- 2) Replace unsightly fences.
- 3) Expand Xeriscape Beautification Awards.
- 4) Encourage additional Hotel/Motel Tax.
- 5) Publish City Map.
- 6) Develop Business Welcome Packet.
- 7) Publish City and Business Directory.
- 8) ~~Establish store front renewal project~~ - COMPLETED - LVEDC Facade and Signage Program
- 9) Provide financial incentives for Leon Valley businesses.
- 10) Encourage a health food grocery store location in Leon Valley (i.e. Leon Valley Whole Foods Market).
- 11) Update Master Plan. - Clarify - City's Master Plan?

- 12) Consider General law to home rule for Leon Valley.
- 13) Oppose ARMA-proposed Bandera Road toll road.
- 14) Develop an Economic Development vision plan.
- 15) ~~Participate in AIA – Sustainable Design Assessment Team Program.~~   
 COMPLETED
- 16) Enhance Facebook and Twitter
- 17) Develop new City Web page
- 18) Expand 4<sup>th</sup> of July celebration

Objective E

Create and Promote a City Center

**GOAL TWO: Safety and Security – Maintain a high level of safety and security for the residential and business communities.**

Objective A

Index fire and police staffing, services and equipment to current needs

Recommended Strategies

- 1) Consolidated dispatch services with the City of Helotes

Objective B

Review, create and/or modify ordinances and rules that promote a safe environment; and

Recommended Strategies

- 1) Review and codification process under review

Objective C

Establish program for a safe Leon Valley

Recommended Strategies

- 1) Create Crime Control District
- 2) Expand Fire and Police Facebook Pages
- 3) Establish a Crime Prevention District using the 1/8 cent sales tax (November 2013)

**Goal Three: Transportation – Develop strategies to mitigate traffic congestion and improve travel safety through Leon Valley.**

Objective A

Develop a long-term traffic management plan

Recommended Strategies

- 1) Street Ranking Program

Objective B

Proposed Street Vehicle Traffic Management Plan

Recommended Strategies

- 1) Investigating traffic calming programs for various neighborhoods
- 2) Collaborate with TXDOT for Bandera Road improvements.

**Goal Four:** Infrastructure/Capital Plan – Effectively manages and improves the City's infrastructure and capital needs.

Objective A

Develop a capital acquisition plan that establishes needs and provides a framework;

Recommended Strategies

- 1) Renew the Street Maintenance Tax as allowed by State Law (November 2013)

Objective B

Develop and encourage citywide infrastructure

Recommended Strategies

- 1) Water Interconnect with SAWS, update well
- 2) Conclude Negotiations of CPS Energy Franchise Fee

**Goal Five:** Environmental Sustainability – To become an environmentally sustainable City through conservation, recycling and education.

Objective A

Develop a water management plan that addresses conservation quality resources

Recommended Strategies

- 1) Update Water Systems Operations Manual
- 2) Update Water Conservation practices in City Codes
- 3) Aquifer Storage and Recovery Program

Objective B

Develop an energy conservation program

Recommended Strategies

- 1) Install solar system on Community Center and Park Restrooms
- 2) Install solar system at City Hall
- 3) Coordinate with CPS Energy for solar farm in Leon Valley

Objective C

Investigates mass transportation opportunities

**Recommended Strategies**

- 1) Secured VIA Primo route through Leon Valley
- 2) Pursue Transit Oriented Developments (TOD) Opportunities to leverage VIA's BRT Expansion into Leon Valley.
- 3) Explore creation of VIA Park and Ride in Leon Valley

**Objective D**

Implement and communicate a full recycling program for citizens business and the City

**Recommended Strategies**

- 1) Continue City wide Recycling Program
- 2) Promote recycling education on Face Book

**Objective E**

Encourage and communicate green building construction standards

**Recommended Strategies**

- 1) Updated Building code to encourage green building
- 2) Install LID parking lot at City Hall
- 3) Require digital signs be solar.

**Objective F**

Create a citizens and business health and wellness plan and program

**Recommended Strategies**

- 1)

**Objective G**

Management storm water

**Recommended Strategies**

- 1) Develop City Wide Drainage Master Plan
- 2) Install medallions on all Storm water fixtures
- 3) Develop Storm water map in accordance with BMP
- 4) Work with FEMA to join their Community Rating System, by implementing their BMP.

**Goal Six:** Citizen Involvement – Promote effective communication with and to include the involvement of citizens.

**Objective A**

Maintain an up-to-date website

**Recommended Strategies**

- 1) Communication director to focus on communications
- 2) Conduct Customer Satisfaction Surveys and Report on Results

**Objective B**

Optimize the use of technology

**Recommended Strategies**

- 1) Explore new software to coordinate building permit, code compliance and PW business process.

**Objective C**

Continue to educate citizens about City Services and volunteer opportunities

**Recommended Strategies**

- 1) Promote volunteer opportunities on the web page/Facebook
- 2) Feature employees "hard at work" on the web page.

**Objective D**

Promote neighborhood enhancement programs.

**Recommended Strategies**

- 1) \_\_\_\_\_

**Goal Seven:** Parks, Recreational Green Space and Cultural Opportunities – Develop a system of facilities that promote recreational/cultural activities to enhance the quality of life and wellness of the community.

**Objective A**

Implement a Master Park Plan as funding is available and within the parameters of the infrastructure plans

**Recommended Strategies**

- 1) Continue funding from 2014 Park Master Plan
- 2) Silo Park, The Ridge, Huebner Road, Shadow Mist

**Objective B**

Increase the size of Raymond Rimkus Park

**Recommended Strategies**

- 1) Purchase two remaining properties.

Objective C

Improve public-private partnership to improve facilities/programs

Recommended Strategies

- 1) Work with Historic society for Onion Homestead and Natural area.

Objective D

Create, enhance, and improve educational and cultural programs

Recommended Strategies

- 1) Develop an Education Center with the Historic Society on behalf of the Huebner Onion House.
- 2) Work with UTSA architecture (or History) department to develop education program
- 3) Partner with empty buildings for Pop-up museum.

**Comment [EC2]:** Visualize Lacks Building and Marshall HS art show. Flamenco dance exhibit.

Objective E

Encourage development of recreational space and programs

Recommended Strategies

- 1) Propose improvements for regional parks, Silo, Shadow Mist, the Ridge and Old Mills.
- 2) Examine Parks system to incorporate LC-17 and Silo Property Conveyance
- 3) Triangle Park

**Goal eight:**

**Code Compliance** – To promote community awareness of and facilitate voluntary compliance with city municipal codes to enhance the quality of life and foster civic pride in Leon Valley.

Objective A

Beautification Committee

Recommended Strategies

- 1) Beautification Awards
- 2) Expand Monument profile – decorate for holidays

Objective B

Create, review and enforce Codes that impact Economic Development

Recommended Strategies

- 1) Hire new Code Enforcement Officers
- 2) Creating Enhanced Enforcement Plan
- 3) Updated Business related code (building, floodplain)

## Commercial Development Component

### Statement of Purpose

Leon Valley is a suburban community northwest of San Antonio, one of the fastest growing sections of the Bexar County metropolitan area. Residential, commercial and thoroughfare development in, around, and adjacent to Leon Valley have spurred rapid land use changes in the last fifteen years, and This can be expected to continue in the future.

Within the commercial planning component, the cCity is divided into seven (7) planning areas. Each planning area profiles the land use, commercial corridor, housing/neighborhood interface, transportation, community services, and environment issues specific to the planning area.

This component of the Plan is intended as a practical tool to guide the future development and growth of the Leon Valley economy. Although some Recommended Strategies are included in this document, these are merely indicative of means to achieve the stated goals and objectives of Economic Development, and are certain to be revised in a changing economic environment.

<u>Commercial Zoning Districts</u>	
O-1	Office
B-1	Small Business
B-2	Retail

### Goals, Objectives And Recommended Strategies

**GOAL ONE:** *The economy of Leon Valley should provide sufficient and diverse goods and services to meet the needs and desires of the community.*

#### Objectives:

1. Encourage the economic well-being of citizens and the expansion of the local economy and tax base.
2. Land development standards in commercial areas should provide for a variety of flexible development options to allow creativity, enhance stability and strengthen the cCity's economic base while minimizing the adverse effects on adjacent non-commercial uses. REWRITE to read as an objective: Establish land development standards which provide for a variety of flexible development options allowing for creativity, enhancing stability, and strengthening the city's economic base while minimizing the adverse effect on adjacent non-commercial uses in commercial areas.
3. Support long-term viability of the Bandera Road commercial corridor.

#### Recommended Strategies:

1. Approve commercial zoning requests and development proposals which conform to the Master Plan.
2. Encourage the development of commercial areas located within designated corridors along appropriate thoroughfares.

3. Discourage the rezoning of property solely for the intent of increasing the property's value.

**GOAL TWO:** *Provide a regulatory environment which encourages continued viability and expansion of existing conforming businesses and establishment of new businesses.*

**Objective:**

Provide an administrative process and staff support which shall attempt to identify and implement measures to reduce time and expenses of development while continuing to protect other City interests. - Clarify "City" - City of Leon Valley administrative authority or the city as a location?

**Recommended Strategies**

1. Review zoning and development regulations to allow flexible development within established constraints and minimization of review and approval time.
2. Follow the guidelines established by the Specific Use Permit procedure in the development of commercial areas.
3. Encourage design of commercial corridors which reduce the congestion and land use conflicts associated with strip commercial development.
4. Maintain a landscape ordinance.
5. Investigate a pad site policy to address visual obstruction of commercial activities.
6. Encourage enforcement, monitoring and review of current sign ordinance, Leon Valley City Code, Chapter Five, "Signs and Billboards."

**GOAL THREE:** *To enhance compatibility between commercial and residential land uses.*

**Objectives:**

1. Provide adequate land for various types of housing within acceptable densities and quality.
2. Guide the development of any new housing neighborhoods to enhance existing development and provide safe, sanitary conditions.
3. Provide adequate land designated for commercial areas to meet the economic demand and assure that all land uses, whether mixed or segregated, are compatible with each other.

**Recommended Strategies:**

1. The density of new residential areas should be in the same range as the average density of adjacent existing development, unless adequate protection and buffers are provided.
2. Residential development should provide adequate lot size and shape to accommodate residential structures that provide usable open space, adequate size, and protect the privacy of indoor and outdoor uses.
3. Site design techniques, such as buffers of screens, accent and building orientation should be employed to mitigate negative intrusions on residential areas.

Land development in commercial areas should enhance stability and strengthen the City's economic base while minimizing the adverse effects on adjacent non-commercial uses. **GOAL FOUR:** *To plan and develop public facilities and services consistent with the land use plan.*

**Objectives:**

1. Use capital improvements planning as a guide to assist in the fulfillment of goals in the Master Plan.
2. Encourage new development location in areas already served by utilities and other community facilities.
3. Require each new development in areas already served by utilities and other services to pay direct and indirect costs created by that development.

**Recommended Strategies:**

1. Develop and implement a comprehensive Capital Improvements Plan based upon practical considerations of the land use plan and new development.
2. Examine facilities for possible extension and/or enhancement in an effort to provide adequate service to existing development.
3. Continue the administration of impact fees for all appropriate development activities.

**GOAL FIVE:** *Provide a framework for the enactment and consistent application of zoning ordinances, subdivision regulations, and other land use regulations.*

**Objectives:**

1. Consistent examination and application of land use regulations necessary to uphold the Plan.
2. Establish a measurement tool to gauge the effectiveness and efficiency of land use decisions based upon Plan recommendation.

**Recommended Strategies:**

1. Periodic review of land use regulations to ensure compliance with the Plan.
2. Continue the Specific Use Permit application process for all appropriate development considerations.
3. Prepare an annual summary of land use applications to include any case decisions which contradict Master Plan recommendations.
4. Consider establishment of reasonable performance standards for buffers.



**Leon Valley Cityscape and Vast Tree Canopy**

## City Wide Goals

The City of Leon Valley has identified city-wide goals that each planning component must comply with. Each corridor is unique and has specific issues. These issues will be identified within each planning facet.

### Land Use:

- All commercial developments must provide appropriate and effective buffering to protect surrounding area.

### Transportation:

- Promote pedestrian friendly connections between the City's physical elements.
- The safe and efficient flow of street traffic

### Environment:

- Preserve natural areas
- All development must comply with FEMA regulations as adopted by the City.
- Development must adhere to all applicable Federal and State laws pertaining to environmental issues.

### Community Service

- The City will exhibit a distinctive, clear, physical and welcoming identity at all its boundaries and throughout the community, using aesthetically pleasing harmonious signage.
- All development must adhere to Leon Valley Chapter 24, "Subdivision and Subdivision Plats", especially sidewalks.

### Capital Improvement Programming:



# **The City of Leon Valley**

## **Zoning Commission Orientation**

**August 2016**

# Meeting Days and Times

- 4<sup>th</sup> Tuesday of Every Month
- Special Hearings may be called as needed
- Public hearings begin at 6:30 PM

# Powers and Authority

- Local Government Code – Chapter 211
- Zoning Ordinances – Chapter 14 of City Code
  - Duties, Terms, Meetings, Motions and Procedures
  - Public Hearing Procedures
  - Decisions and Approval Criteria

# Roles and Responsibilities

- Recommending body to the City Council regarding rezoning cases
  - Recommendation must conform to Master Plan
- Recommending body to the City Council regarding changes to the
  - Zoning City Code of Ordinances
  - Leon Valley Master Plan

# Master Plan Goals

1. Guide day to day planning in the City.
2. Foster communication between the City Council, citizens and staff.
3. Provide coordinated mechanism between public agencies and private developers.
4. Establish a basis for Land Use Regulations and public investments to govern growth of the City.

# What is Zoning?

- The division of property, within a municipality, into districts that regulate land use
- Encourages orderly development
- Prevents incompatibility of adjacent land uses and promotes public safety
- Lot specific
- Two components:
  - City Code of Ordinances
  - Official Zoning Map (online)



# Deed Restrictions Vs. Zoning

- Deed restrictions are **private agreements** that limit the use or activities that may take place on property.
- Deed restrictions appear in the real property records of the county in which the property is located.
- Deed restrictions are not enforced by governments or by local planning authorities.
- Deed restrictions "run with the title to the land" meaning they are a part of the property owner's right and obligation.

# Zoning Districts

- **Base districts – allows a specified range of uses**
  - Residential District
  - Business District
  - Office Districts
  - Commercial Districts
  - Industrial Districts
- **Overlay districts – additional guidelines**
  - Sustainability
  - Gateway
  - Commercial Industrial

# Design Standards

- Lot and Building specifications for each zoning district.
- Overlay zoning districts may also impose additional design standards for some properties.

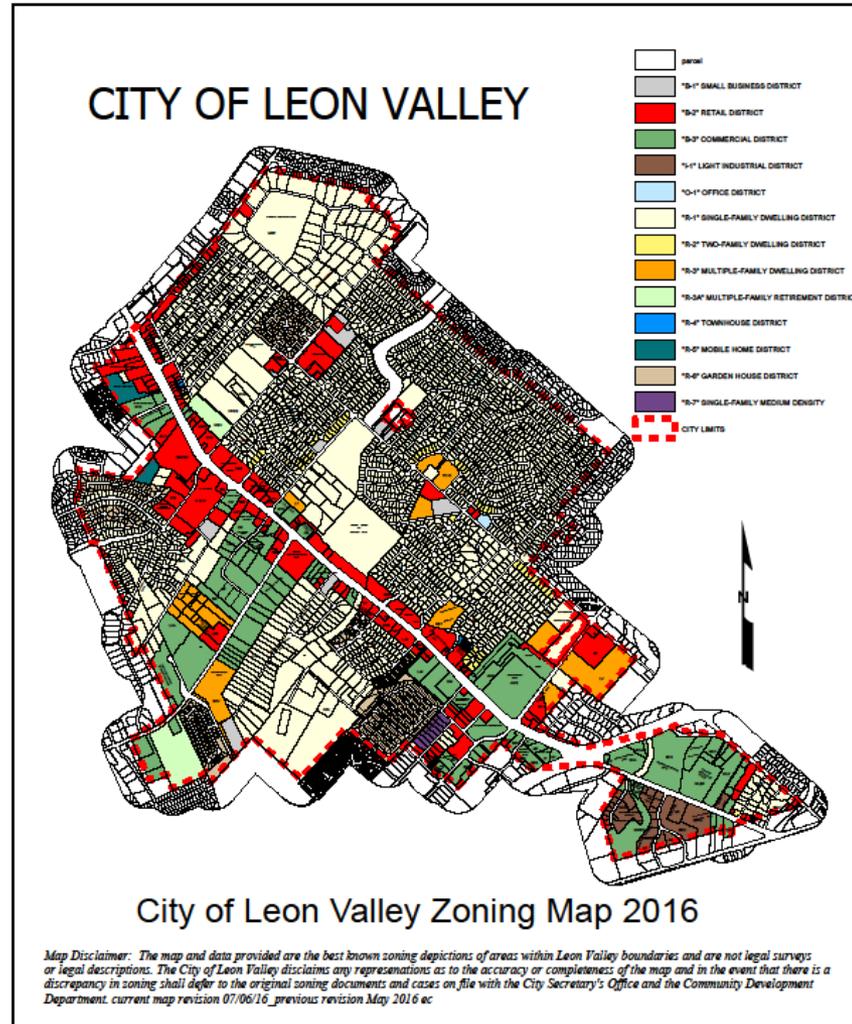
# Non-Conforming Uses

- Existing uses that are not permitted in the current zoning district
- Legal Nonconforming Uses are those which were established legally at a time when the zoning regulations allowed the use, and should be registered with the City.

## Limitations

- The legal non-conforming use may continue operation; however no additions or enlargements are allowed
- New uses must conform to the existing zoning regulations.
- If the nonconforming use is discontinued for (120) days, the use cannot be re-established unless the proper zoning is acquired.

# Zoning Map



# City Code of Ordinance

4/7/2015

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Leon Valley

- City of Leon Valley Code of Ordinances
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  - ARTICLE 14.02 ZONING ORDINANCE†
  - APPENDIX A FEE SCHEDULE

## CHAPTER 14

### ZONING

ARTICLE 14.01 GENERAL PROVISIONS\*

(Reserved)

ARTICLE 14.02 ZONING ORDINANCE†

Division 1. Generally

Sec. 14.02.001 Title

These regulations shall be known as [article 14.02](#) of the city code of Leon Valley, Texas and will be referred to herein as "this article." (1972 Code, sec. 30.101)

Sec. 14.02.002 Purpose and effect

(a) The zoning regulations and districts as herein established have been made in accordance with a comprehensive master plan for the purpose of promoting health, safety, morals and the general welfare of the community by controlling the design, location, use or occupancy of all buildings through regulated and orderly development of land and land uses within this jurisdiction.

(b) The zoning regulations are intended to be in compliance with the Americans with Disability Act and the Fair Housing Act. Any portion of this article in conflict with either of the referenced acts is unintentional and shall be overridden by that act or acts, to the extent of such conflict.

(c) In fulfilling these purposes, this article is intended to benefit the public as a whole and not any specific person or class of persons.

(d) This article shall be reviewed and amended periodically, as directed by the city council.

(1977 Code, sec. 30.107)

<http://z2codes.franklinlegal.net/franklin/z2browser2.html?showset=leonvalleyset>

1/1

# Before The Meeting

- Review agenda package
- Consider community needs and long term goals.
- Staff is available to answer questions.
- Stakeholders may attempt to communicate prior to the meeting\*

\*Commissioners shall not declare voting preference.

# Attendance

- Excused Absences: Contact Elizabeth Carol or the Chair in advance if you will not be available for a meeting.
- Failure to attend three (3) consecutive meetings or three (3) unexcused absences out of seven (7) consecutive meetings shall be construed as resignation.
- A quorum requires 4 members, a majority of the commission

# The Chair's Role

- Opens the meeting and notes any agenda changes.
- Sets time limits so stakeholders can have equal time.
- Identifies items under consideration
- Leads public hearing deliberations.

# The Meeting

- Public Hearings:
  - State Law requires a public process for land use changes
  - Speakers sign up in advance
  - Staff provides a technical presentation
- Hearing Open:
  - Applicant speaks
  - Proponents and Opponents are given time
  - Individuals may distribute written material

# The Meeting

- Hearing Closed:
  - Commissioners discuss the item and ask questions of staff, applicant, and/or proponents and opponents
  - Motion
    - Recommend approval of zoning change
    - Recommend denial of zoning change
    - Continue case to a specified future public hearing
  - Debate motion
- Vote

# How to Make a Motion

- Commission Finding:
- I make a motion (the request):
  - **is / is not** - consistent and compatible with the master plan and surrounding zoning;
  - **protects / does not protect** - the health, safety, and welfare of the general public;
  - **protects / does not protect** - the property rights of owners of real property.

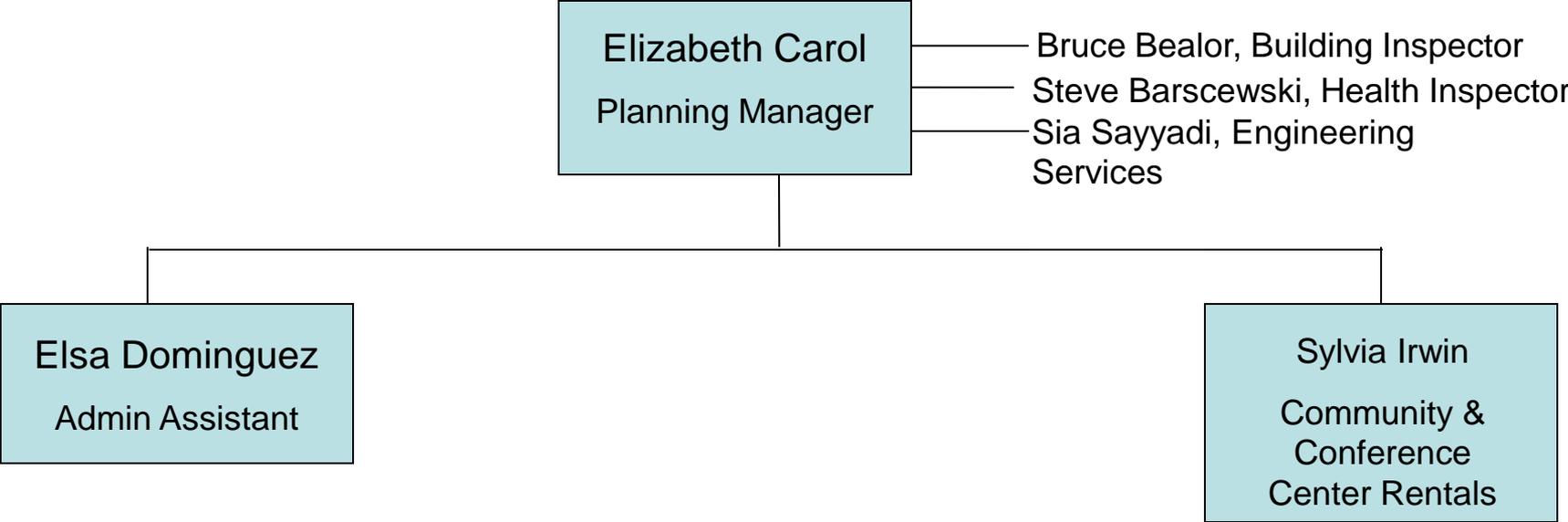
# Regulations

- Open Meetings Act
  - Texas Attorney General <http://www.oag.state.tx.us>
- Ethics
  - Texas Ethics Commission <http://www.ethics.state.tx.us>
  - Ethics Training  
[http://www.ethics.state.tx.us/ethics500/Online\\_Ethics\\_Training.html](http://www.ethics.state.tx.us/ethics500/Online_Ethics_Training.html)
- Conflicts of Interest
  - Texas Attorney General <http://www.oag.state.tx.us>
- Public Information Act
  - Texas Attorney General <http://www.oag.state.tx.us>
  - Texas Local Government Code <http://tlo2.tlc.state.tx.us/statutes/lg.toc.htm>

# Additional Resources

- American Planning Association  
[www.planning.org](http://www.planning.org)
- Planners Web  
[www.plannersweb.com](http://www.plannersweb.com)
- Texas Municipal League  
[www.tml.org](http://www.tml.org)

# Community Development Organizational Chart



# Contact Us

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- Sylvia Gomez, Events Coordinator
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  - [St.Irwin@leonvalleytexas.gov](mailto:St.Irwin@leonvalleytexas.gov)

# Questions and Discussion

# **The City of Leon Valley**

## **Zoning Commission Orientation**

**August 2016**