

**CITY OF HUNTERS CREEK VILLAGE, TEXAS**  
**MINUTES OF THE PLANNING & ZONING COMMISSION**  
**March 3, 2014**

The Planning and Zoning Commission of the City of Hunters Creek Village, Texas, convened a regular meeting on March 3, 2014, at 7:00 p.m. in the City Hall at #1 Hunters Creek Place, Hunters Creek Village, Texas.

The meeting was called to order at 7:00 p.m. by Chairman Bill Dalton. In attendance were Commissioners David Childers, Reagan Kneese, Mary Smith and Stuart Marks (alternate). Also in attendance were: Deborah Loesch, City Administrator/City Secretary; Crystal Seagler, Assistant City Secretary; Tom Fullen, Building Official; and John Hightower, City Attorney.

1. Discussion and possible action to consider approval of the minutes of the January 6, 2014 meeting.

A motion was made by Commissioner Smith with a second by Commissioner Childers to accept the minutes as written. The motion carried unanimously.

2. Discussion and possible action to consider proposed amendments to the zoning regulations related to building area and hardscape area in Chapter 44, Section 44-2 (Definitions) and as it applies to the area regulations in Section 44-160 and Section 44-218 of the Code of Ordinances:
  - a. Adopt a preliminary report on any proposed amendments. The Commission presented the following preliminary report to amend Section 44-2 of Chapter 44 of the Code of Ordinances regarding building area and hardscape area definitions (treating swimming pools as hardscape surface), including Section 44-160 (3) and (4) for lot coverage and minimum size of dwelling area, and Section 44-218 (3) adding a subsection b for non-conforming lots of record for maximum lot coverage to read as below:

**PRELIMINARY REPORT**

**Sec. 44-2. Definitions.**

***Building area*** means the total surface area of a lot that is occupied by any of the following: 1) any structure that is either covered by a roof, enclosed on four sides, or both; and 2) any form of game court.

***Hardscape area*** means the total surface area of a lot that is occupied by any of the following: 1) driveways; 2) sidewalks; 3) uncovered patios; 4) decks; 5) swimming pools or spas, 6) fountains, 7) outdoor carpet or artificial turf; and 8) any uncovered structure, paving, or decking, that is not included in the definition of building area.

Sec. 44-160. Area Regulations.

(3) *Lot coverage.* The following limitations on lot coverage are intended to preserve the city's forest canopy and existing green space for the benefit of the community as a whole.

- a. *Building area.* The building area shall not exceed 25 percent of the total area of the lot.
- b. *Hardscape area.* The hardscape area shall not exceed 25 percent of the total area of the lot.

(4) *Minimum size of dwelling area.* Each single-family dwelling must be so designed and constructed that it shall have a minimum enclosed living area of 2,000 square feet, exclusive of porches and automobile shelters. At least 1,500 square feet of the enclosed living area shall be contained on the ground floor. Living area shall be computed from the exterior wall space.

Sec. 44-218. Nonconforming lots of record.

(3) *Maximum lot coverage for nonconforming lots.*

- a. The building area shall not exceed one-third of the lot area or 5,625 square feet, whichever is less;
- b. The hardscape area shall not exceed 25% of the lot area.

A motion was made by Commissioner Childers with a second by Commissioner Smith to adopt the preliminary report as presented. The motion carried unanimously.

- b. Conduct a public hearing for the purpose of receiving testimony for and against any proposed amendments. Chairman Dalton opened the public hearing to receive comments on the proposed zoning amendments as presented in the preliminary report. It was noted that prior to the opening of the public hearing, the Commission received comments on the proposed amendments. Hearing no further comments, the public hearing was closed.
- c. Adopt a final report and recommendation to City Council on any proposed amendments.

**Final Report and Recommendation**

The Commission presented the final report and recommendation amending Section 44-2, Sec 44-160 (3) a. and b. and (4), and Sec. 44-218 (3) a. and b. recommending the following amendments, calling for a public hearing and adoption of an ordinance incorporating these recommendations:

The following area regulations shall apply in district R:

Sec. 44-2. Definitions.

***Building area*** means the total surface area of a lot that is occupied by any of the following: 1) any structure that is either covered by a roof, enclosed on four sides, or both; and 2) any form of game court.

***Hardscape area*** means the total surface area of a lot that is occupied by any of the following: 1) driveways; 2) sidewalks; 3) uncovered patios; 4) decks; 5) swimming pools or spas, 6) fountains, 7) outdoor carpet or artificial turf; and 8) any uncovered structure, paving, or decking, that is not included in the definition of building area.

Sec. 44-160. Area Regulations.

- (3) ***Lot coverage.*** The following limitations on lot coverage are intended to preserve the city's forest canopy and existing green space for the benefit of the community as a whole.
  - a. ***Building area.*** The building area shall not exceed 25 percent of the total area of the lot.
  - b. ***Hardscape area.*** The hardscape area shall not exceed 25 percent of the total area of the lot.
- (4) ***Minimum size of dwelling area.*** Each single-family dwelling must be so designed and constructed that it shall have a minimum enclosed living area of 2,000 square feet, exclusive of porches and automobile shelters. At least 1,500 square feet of the enclosed living area shall be contained on the ground floor. Living area shall be computed from the exterior wall surface.

Sec. 44-218. Nonconforming lots of record.

- (3) *Maximum lot coverage for nonconforming lots.*
- a. The building area shall not exceed one-third (33%) of the lot area or 5,625 square feet, whichever is less;
  - b. The hardscape area shall not exceed one-fourth (25%) of the lot area.

A motion was made by Commissioner Marks with a second by Commissioner Smith to adopt the final report and recommendation on the proposed amendments and submit to the City Council for their consideration, to call for public hearing and adopt an ordinance incorporating the revisions. The motion carried unanimously.

Adjourn Open Meeting

With no further business coming before the Commission, a motion was made by Commissioner Smith with a second by Commissioner Childers to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 8:20 p.m.

Respectfully Submitted,

Deborah L. Loesch, TRMC  
City Administrator/City Secretary

These minutes were approved on the 7<sup>th</sup> day of April, 2014.