

MINUTES OF THE BOARD OF ADJUSTMENT  
CITY OF HUNTERS CREEK VILLAGE, TEXAS  
August 9, 2016

The Board of Adjustment of the City of Hunters Creek Village, Texas convened in regular session on Tuesday, August 9, 2016 at 7:00 p.m. in City Hall, #1 Hunters Creek Place.

Chairman Richard Heustess announced that a quorum of the members were present and called the meeting to order at 7:03 p.m. In attendance were Board Members Brad Klein, John Meredith, Ed Holland (Alternate), and Catherine Ozdogan (Alternate). Also in attendance were Tom Fullen, City Administrator; John Hightower, City Attorney; Crystal R. Seagler, City Secretary; and Robert Pemberton, City Building Official.

1. Discussion and possible action to consider appointment of officers.

**A motion was made by Board Member John Meredith to appoint Richard Heustess as Chairman to the Board of Adjustment and Board Member Ed Holland seconded the motion. The vote to approve the motion was unanimous.**

**A motion was made by Board Member Ed Holland to appoint John Meredith as Vice Chairman to the Board of Adjustment and Board Member Brad Klein seconded the motion. The vote to approve the motion was unanimous.**

2. Discussion and possible action to approve the minutes of the February 22, 2016 meeting.

**A motion was made by Board Member Catherine Ozdogan to approve the minutes as written and Board Member Meredith seconded the motion. The motion carried unanimously.**

3. Presentation by the Board's counsel regarding a) the Board's authority under state law and the City's zoning chapter; b) recommended procedures for the consideration of special exceptions; and c) other legal matters.

**John Hightower, City Attorney presented the new proposed Board of Adjustment Rules.**

4. Discussion and possible action to adopt revised Board of Adjustment Rules.

**A motion was made by Board Member John Meredith to adopt the revised Board of Adjustment Rules and Board Member Brad Klein seconded the motion. The vote to Carry the motion was unanimous.**

#### ADJOURNMENT

With no further business coming before the Board, a motion was made by Board Member John Meredith with a second by Board Member Brad Klein to adjourn. The motion carried unanimously. The meeting was adjourned at 8:04 p.m.

Respectfully submitted,

Crystal R. Seagler, TRMC  
City Secretary

These minutes were approved on 29<sup>th</sup> day of August, 2016.