

**MAYOR**  
*Jim Pappas*

# CITY OF HUNTERS CREEK VILLAGE

**CITY COUNCIL**  
*Stuart Marks  
Fidel Sapien  
Ken Spalding  
Chip Cowell  
Jay Carlton*



**CITY ADMINISTRATOR**  
*Tom Fullen, MPA, CPM*

Notice is hereby given that the Planning and Zoning Commission of the City of Hunters Creek Village will meet in special session on **Tuesday April 27, 2021 at 6:00 p.m.** in City Hall, #1 Hunters Creek Place, to consider the following items. Members of the public may attend the meeting in person.

- A. Call to order and the roll of commission members will be taken.
- B. **JOINT PUBLIC HEARING.** A Joint Public Hearing will be held before the City Council and the Planning and Zoning Commission for the purpose of receiving testimony for or against proposed amendments to the Zoning Chapter of the City of Hunters Creek Village to: a) Define a "Porte Cochere" as a roofed structure, open on three sides and extending from an entrance to a building over an adjacent driveway for the purpose of sheltering those entering or exiting vehicles; and b) Allow a Porte Cochere to extend into the required side yard under the following conditions: (1) it may extend no closer than 10 feet from the nearest side property line; (2) it must be 10 feet or less in height; (3) it must be located at least 15 feet behind the front line of the residence to which it is attached; (4) the area covered by its roof shall be included in the computation of the building area for purpose of applying the applicable limits on total building area; and (5) three sides of the structure must be at least 90% open.
- C. **AGENDA ITEMS**
  1. Discussion and possible action to consider approval of the minutes of the April 5, 2021 meeting.
  2. Discussion and possible action to make a final report and recommendation to City Council on proposed amendments to the Zoning Chapter of the City of Hunters Creek Village to: a) Define a "Porte Cochere" as a roofed structure, open on three sides and extending from an entrance to a building over an adjacent driveway for the purpose of sheltering those entering or exiting vehicles and b) Allow a Porte Cochere to extend into the required side yard under the following conditions: (1) it may extend no closer than 10 feet from the nearest side property line; (2) it must be 10 feet or less in height; (3) it must be located at least 15 feet behind the front line of the residence to which it is attached; (4) the area covered by its roof shall be included in the computation of the building area for purpose of applying the applicable limits on total building area; and (5) three sides of the structure must be at least 90% open.

3. Authorize the chair to present the final report and recommendation to the City Council on the action taken in item #2 above.

C. Adjourn Open Meeting.

#### CERTIFICATION

I, the undersigned authority, do hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, #1 Hunters Creek Place, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: April 23, 2021 at 3:00 pm, and remained so posted continuously for at least 72 hours before said meeting was convened.

\_\_\_\_\_  
/s/

Tom Fullen, City Administrator  
Acting City Secretary

The City Hall is wheelchair accessible and accessible parking spaces are available. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Administrator's Office at 713.465.2150, by fax at 713.465.8357, or by email at [tfullen@cityofhunterscreek.com](mailto:tfullen@cityofhunterscreek.com). Requests should be made at least 48 hours prior to the meeting. This agenda is posted on the city's web site at <http://cityofhunterscreek.com>.

**Notice of Joint Public Hearing  
City of Hunters Creek Village**

A Joint Public Hearing will be held before the Hunters Creek Village City Council and Planning & Zoning Commission on Tuesday, April 27, 2021, at 6:00 p.m. for the purpose of receiving testimony for or against proposed amendments to the City's Zoning Chapter. The proposed amendments would accomplish the following:

Define a "Porte Cochere" as a roofed structure, open on three sides and extending from an entrance to a building over an adjacent driveway for the purpose of sheltering those entering or exiting vehicles.

Allow a Porte Cochere to extend into the required side yard under the following conditions; it may extend no closer than 10 feet from the nearest side property line; it must be 10 feet or less in height; it must be located at least 15 feet behind the front line of the residence to which it is attached; the area covered by its roof shall be included in the computation of the building area for purpose of applying the applicable limits on total building area; and three sides of the structure must be at least 90% open.

The preliminary report of the Planning and Zoning Commission of the City of Hunters Creek Village, Texas concerning the proposed amendments is available for inspection in the office of the City Secretary at City Hall, 1 Hunters Creek Place, Houston, Texas 77024.

PRELIMINARY REPORT ON PROPOSED AMENDMENT TO  
ZONING CHAPTER TO ALLOW PORTE COCHERES IN SIDE YARDS IN  
CERTAIN CIRCUMSTANCES

The Planning and Zoning Commission has considered a proposal, forwarded to it for recommendation by the city council, to amend the zoning chapter to permit the construction of porte cocheres in side yards of residences under certain circumstances. After considering the proposal at its meeting on April 5, 2021, the Commission voted to schedule a public hearing on a proposed amendment that would:

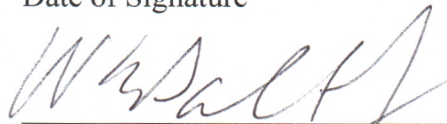
a) Define a "Porte Cochere" as "a roofed structure, open on three sides and extending from an entrance to a building over an adjacent driveway for the purpose of sheltering those entering or exiting vehicles".

b) Allow a Porte Cochere to extend into the required side yard under the following conditions:

- 1) It may extend no closer than 10 feet from the nearest side property line;
- 2) It must be 10 feet or less in height;
- 3) It must be located at least 15 feet behind the front line of the residence to which it is attached;
- 4) The area covered by its roof shall be included in the computation of the building area for purpose of applying the applicable limits on total building area; and
- 5) Three sides of the porte cochere are 90% open.

4-5-21

\_\_\_\_\_  
Date of Signature



\_\_\_\_\_  
CHAIRMAN  
PLANNING AND ZONING COMMISSION  
CITY OF HUNTERS CREEK VILLAGE

**CITY OF HUNTERS CREEK VILLAGE, TEXAS MINUTES OF THE  
PLANNING & ZONING COMMISSION  
April 5, 2021**

The Planning and Zoning Commission of the City of Hunters Creek Village, Texas, convened a regular meeting on April 5, 2021 at 6:00 p.m. in the City Hall at #1 Hunters Creek Place, Hunters Creek Village, Texas. Members of the public were invited to attend the meeting in person or by video or audio conference.

The meeting was called to order at 6:00 p.m. by Chairman Bill Dalton. In attendance were Commissioners John Abercrombie, David Childers, Charles Martin and Brent Fredricks. Also, in attendance were: John Hightower, City Attorney; Tom Fullen, City Administrator; James Stewart, City Building Official; Jessica Hubertus, Permit Technician by teleconference.

1. Discussion and possible action to consider approval of the minutes of the August 3, 2020 meeting.

**A motion was made by Commissioner Martin to approve the minutes of the August 3, 2020 meeting and Commissioner Fredricks seconded the motion. The vote to approve the motion was unanimous.**

2. Discussion and possible action to consider amending the zoning ordinance to allow the construction of Porte Cocheres in a side yard under certain circumstances.

**A motion was made by Commissioner Martin and seconded by Commissioner Abercrombie to schedule a public hearing on a proposed amendment to the zoning ordinance to allow the construction of porte cocheres in the required side yard, provided the following requirements are met:**

- 1) 10 foot maximum roof height;
- 2) No closer than 10 feet to nearest side property line;
- 3) Located at least 15 feet behind the front line of the residence;
- 4) The area covered by the roof is included in calculating the maximum lot coverage; and
- 5) Three side of the porte cochere are 90% open.

**The motion carried unanimously.**

3. Discussion and possible action to consider any future agenda items.

**No action taken.**

**With no further business coming before the Commission, a motion was made by Commissioner Martin, and seconded by Commissioner Fredricks, to adjourn the meeting. The motion carried unanimously.**

The meeting adjourned at 7:15 pm.

Respectfully Submitted,

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Tom Fullen, City Administrator  
Acting City Secretary

These minutes were approved on the \_\_\_\_ day of \_\_\_\_\_, 2021.

DRAFT