

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

PLANNING AND ZONING COMMISSION MEETING AGENDA

Notice is hereby given of a regular meeting of the Planning and Zoning Commission of Hunters Creek Village, Texas, to be held on **Monday, September 13, 2021 at 6:00 p.m.** in the City Hall at #1 Hunters Creek Place, for the purpose of considering the following agenda items.

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- A. Call the meeting to order and the roll of appointed officers will be taken.
 - B. **PUBLIC HEARING.** Public hearings will be held before the Planning & Zoning Commission for the purpose of receiving testimony for or against the following proposed zoning amendments.
 - 1. A proposal to amend the specific use permit for the Chinese Baptist Church to add 2 canopies to the south side of the main building.
 - C. **AGENDA ITEMS**
 - 1. Discussion and possible action to consider approval of the minutes of the August 2, 2021 meeting.
 - 2. Discussion and possible action to make a final report and recommendation to City Council on item B1.
 - 3. Discussion and possible action to consider any future agenda items.
 - D. Adjourn Open Meeting.
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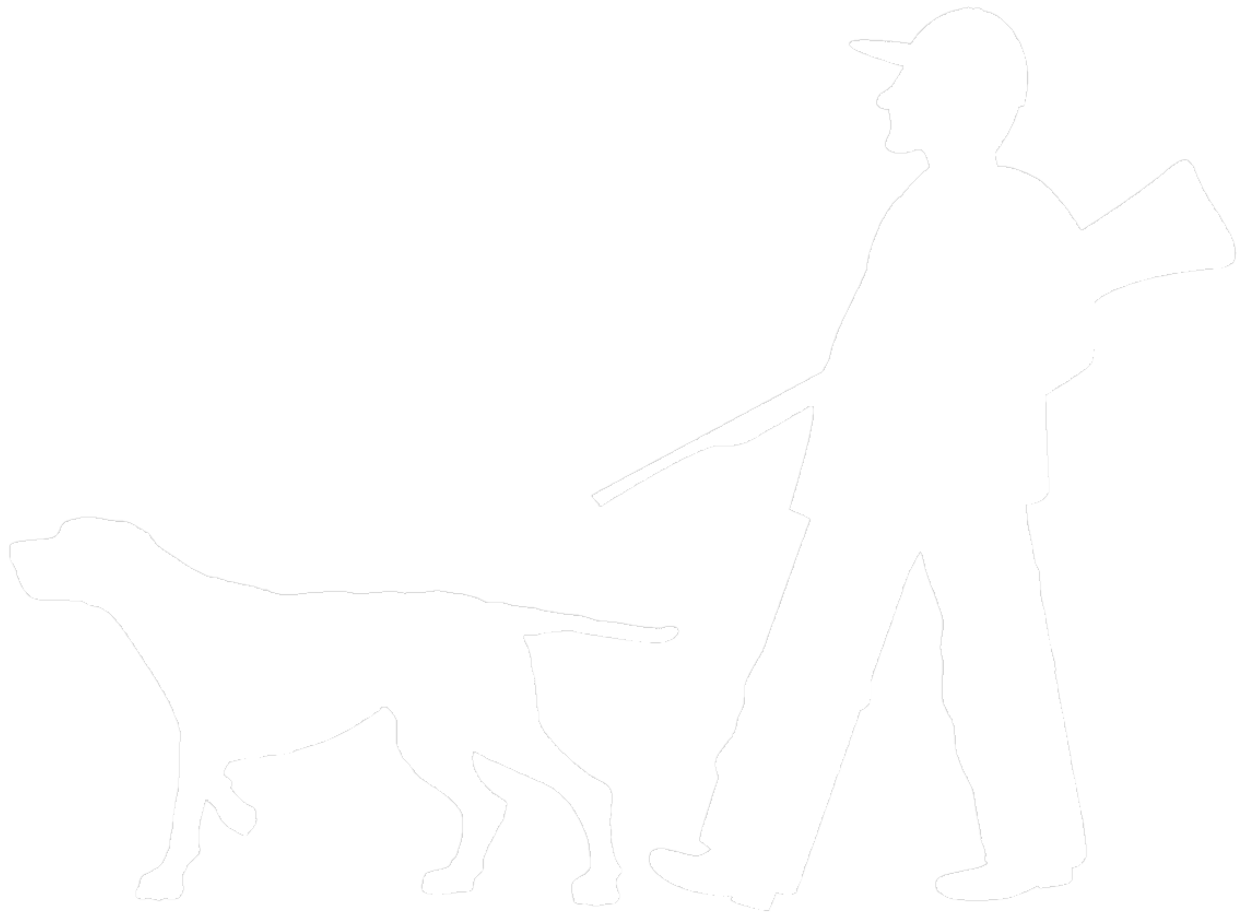
CERTIFICATION

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: September 9, 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. 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>.



CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE
PLANNING & ZONING COMMISSION
August 2, 2021

The Planning and Zoning Commission of the City of Hunters Creek Village, Texas, convened a regular meeting on August 2, 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 6:04 p.m. by Vice-Chairman David Childers. In attendance were Commissioners Charles Martin, Brent Fredricks, John Abercrombie, and David Childers and alternate member Rob Adams. Also, in attendance were: John Hightower, City Attorney and James Stewart, City Building Official.

A. Call the meeting to order and the roll of appointed officers will be taken.

B. AGENDA ITEMS

1. Discussion and possible action to consider approval of the minutes of the July 8, 2021 meeting.

Commissioner Fredricks made a motion to approve the minutes of the July 8, 2021 meeting. Commissioner Abercrombie seconded the motion and the motion carried unanimously.

2. Discussion and possible action to consider a request from Chinese Baptist Church to amend their specific use permit to add 2 canopies to the east side of the main building.

Steve Toy, a representative for the Chinese Baptist Church spoke to the Commission regarding the proposed addition of canopies.

Commissioner Martin made a motion to approve the draft preliminary report and authorize the Chairman to sign it. Commissioner Fredricks seconded the motion and the motion carried unanimously.

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

No action was taken on this item.

C. Adjourn Open Meeting

Commissioner Abercrombie made a motion to adjourn. Commissioner Martin seconded the motion and the motion carried unanimously.

The meeting adjourned at 6:14 pm.

Respectfully Submitted,

Tom Fullen, City Administrator
Acting City Secretary

These minutes were approved on the ____ day of _____, 2021.

DRAFT



**CITY OF HUNTERS CREEK VILLAGE
AGENDA DISCUSSION FORM**

AGENDA DATE: September 13, 2021
AGENDA SUBJECT: Discussion and possible action to make a final report and recommendation to City Council on a proposal from Chinese Baptist Church to amend their specific use permit to add 2 canopies to the south side of the main building.

EXHIBITS: Specific Use Permit & Request from the Church

The original specific use permit for the Chinese Baptist Church was issued as a specific use exception by the Board of Adjustment. The specific use permit process has since changed and now all specific use permit and amendment requests are heard by the Planning and Zoning Commission and granted by City Council.

A Specific Use Exception was granted by the Board of Adjustment on June 10, 2013 for the construction of the new Sanctuary Building currently located on the property. On January 24, 2017, Ordinance Number 2017-871 granted a Specific Use Permit for the operation of a Day School on the Church premises.

The Chinese Baptist Church is requesting a Specific Use Permit to add two canopies, one on the south side of the existing Worship Building, and the other on the south side of the existing Education Building. These proposed locations are shown as #1 and #2 on the site plan included with their request. The purpose of these canopies is to protect patrons as they enter and exit the buildings.

A photograph is also included depicting a canopy similar to what is being proposed. The Architectural Drawings for the exact canopies are being prepared, but have not yet been finished.

ORDINANCE NO. 2017-871

AN ORDINANCE OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS, AMENDING THE ZONING CHAPTER TO GRANT A SPECIFIC USE PERMIT FOR THE CHINESE BAPTIST CHURCH PROPERTY TO ALLOW THE OPERATION OF A DAY SCHOOL ON THE CHURCH PREMISES AT 900 BROGDEN SUBJECT TO CERTAIN LIMITATIONS AND CONDITIONS, INCLUDING LIMITATIONS ON THE NUMBER OF STUDENTS AND THE HOURS OF OPERATION; CONTAINING FINDINGS AND OTHER PROVISIONS RELATING TO THE SUBJECT; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2000; AND PROVIDING FOR SEVERABILITY.

* * * * *

WHEREAS, the Chinese Baptist Church (the "CBC") is the owner of a tract of land, TRS 6C & 96, Harris County, Texas, that is further identified as 900 Brogden Road, Houston, Texas (the "Church Premises"), and that is situated within the corporate limits of the City of Hunters Creek Village, Texas;

WHEREAS, the CBC has established and operates a church on the Church Premises in compliance with the City's Zoning Chapter;

WHEREAS, the Church Premises are located in District R (Single Family Residential) under the City's Zoning Chapter;

WHEREAS, under the Zoning Chapter, church uses are permitted in District R by specific use permit;

WHEREAS, CBC, acting through its duly authorized representative, has presented an application to the City to amend the Zoning Chapter to grant CBC a Specific Use Permit to allow the operation of a day school on the Church Premises under certain limitations and conditions;

WHEREAS, the City Council finds that the operation of a day school on the Church Premises under the conditions set out in this Ordinance is incidental to and consistent with the current use of the Church Premises as a church;

WHEREAS, the Zoning Commission of the City, after notice and hearing as required by law, has recommended that the City Council grant the requested amendment subject to certain limitations and conditions; and

WHEREAS, the City Council, after notice and hearing as required by law, concurs with the recommendation of the Commission; now therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUNTERS CREEK VILLAGE, TEXAS:

Section 1. The findings contained in the preamble of this Ordinance are adopted.


Section 2. A specific use permit is hereby granted to the Chinese Baptist Church to allow the operation of a day school on the church premises located at 901 Brogden Road under the following limitations and conditions:

- a. Hours of operation for the school - limited to: i) 7:30 am to 4:45 pm, Monday, Wednesday, and Friday for regular school activities; and ii) no more than four special events a month to be held after the close of regular school hours and to be concluded by 10:00 p.m.
- b. Number of students - The total number of students is limited to 350.
- c. Student drop off and pickup - Drop off and pick up of students shall be staggered, with release in groups of no more than 8 or 10 cars at a time.
- d. Traffic Control – The School shall provide traffic control and security through the Memorial Village Police Department on an as needed basis to minimize the impact on the neighborhood.
- e. Building Code – Any church facilities used by the school must meet all applicable building code requirements.
- f. Outdoor sports activities – No outdoor sports activities shall be allowed on the Church Premises, other than running or walking.

Section 3. Any person who shall violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$2,000. Each day of violation shall constitute a separate offense.

Section 4. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it is the intention of the City Council that the invalidity or unconstitutionality of the one or more parts shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision other than the part declared to be invalid or unconstitutional; and the City Council of the City of Hunters Creek Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

PASSED, APPROVED, AND ADOPTED on this 24th day of January, 2017.



Jimmy Pappas
Mayor

ATTEST:



Crystal R. Dozier, TRMC
City Secretary

曉市頓華人浸信會
CHINESE BAPTIST CHURCH



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webinfo@cbchouston.org • www.cbchouston.org

Mayor and City Council

City of Hunters Creek Village

1 Hunters Creek Place

Houston, Texas 77024

Attn: Tom Fullen, City Administrator

Re: Chinese Baptist Church – Canopy Proposal, Request for Specific Use Permit from the City of Hunters Creek Village

Dear Mayor Pappas and Council Members,

Chinese Baptist Church, located at 900 Brogden Road, Houston, Texas 77024, desires to install a canopy onto the east side of the main building for weather protection when dropping off visitors to the church.

We are seeking a Specific Use Permit, pursuant to City Ordinance, as directed by James Stewart, Building Official for Hunters Creek Village.

We request to have a hearing at the next City Council meeting on Tuesday, July 27th.

We have included the \$500.00 fee required for the administration of this matter.

Any questions please contact me at 713-461-0963, or pastorkaiyuen@cbchouston.org.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kai Yuen Choi', located below the 'Sincerely,' text.

Rev. Kai Yuen Choi, Transition Lead Pastor

Chinese Baptist Church

900 Brogden Road

Houston, Texas 77024



Parking and Traffic Flow Map
(as of 07/14/14)

華人基督教
中華浸信會
華人教會

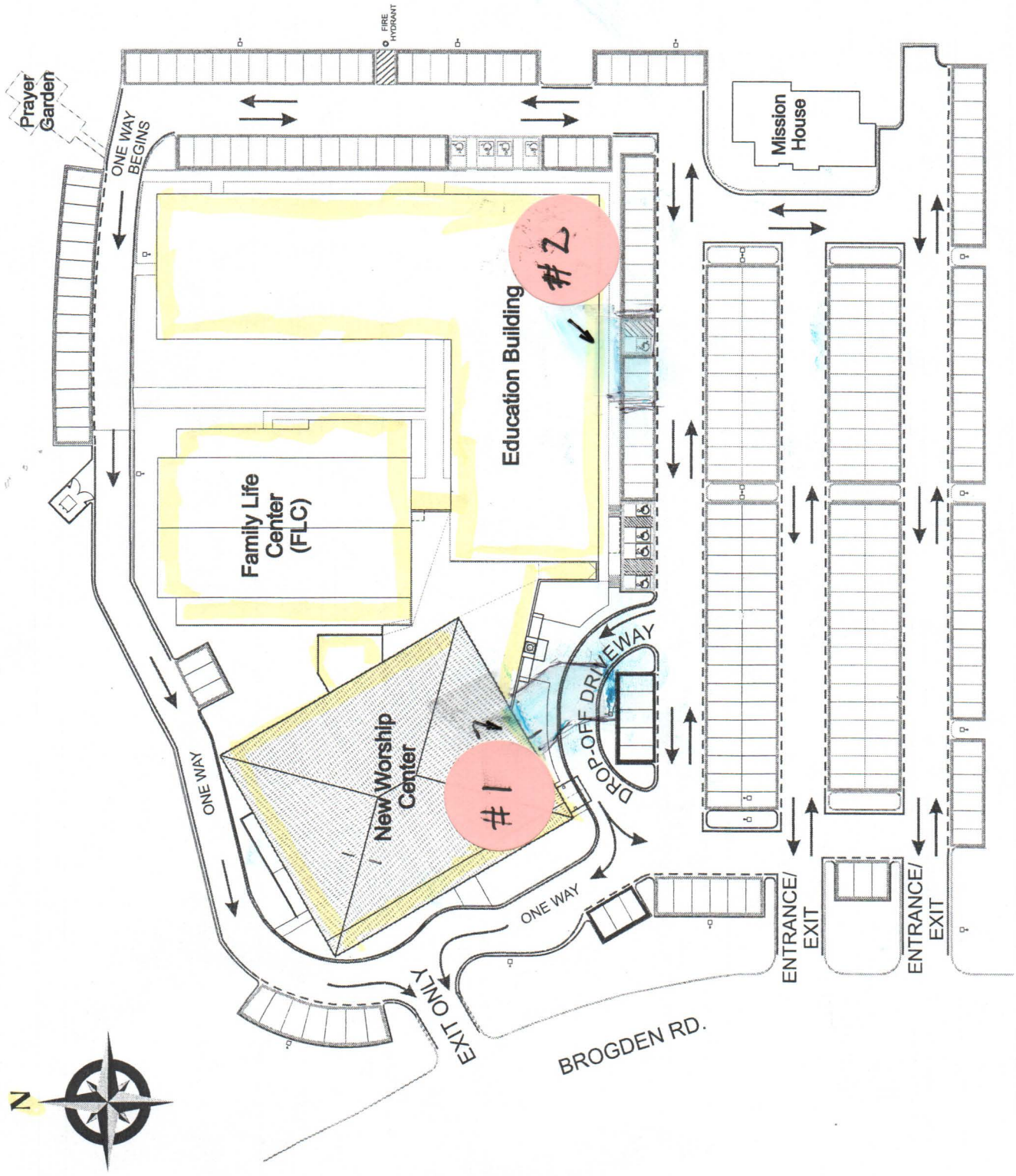
Regular Parking

Visitor Parking

Handicapped, Reserved

No Parking
Driveways, Fire Lanes, etc.

Traffic Flow
One Way, Two Way



#1



Chinese Baptist Church