

**MAYOR**  
*Jim Pappas*

# CITY OF HUNTERS CREEK VILLAGE

**CITY COUNCIL**  
*Stuart Marks*  
*Fidel Sapien*  
*Linda Knox*  
*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, May 2, 2022 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. Amend the zoning ordinance to reduce the required setbacks for swimming pools on non-conforming lots.
  2. Amend the zoning ordinance to reduce the required setbacks for garages facing Voss & Memorial on lots that front on side streets.
- C. **AGENDA ITEMS**
1. Discussion and possible action to consider approval of the minutes of the April 4, 2022 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 make a final report and recommendation to City Council on item B2.
  4. Discussion and possible action to consider any future agenda items.
- C. Adjourn Open Meeting.

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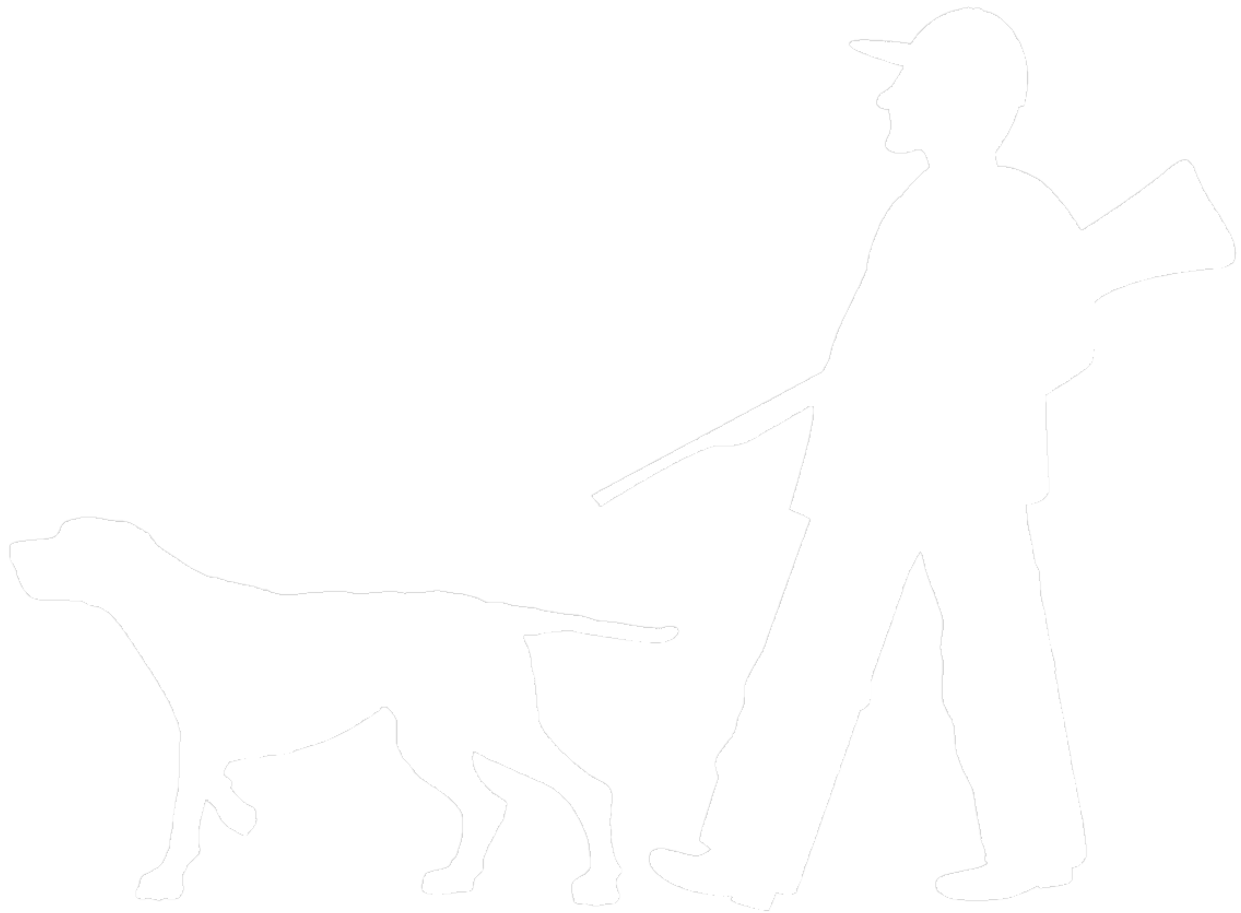
### **CERTIFICATION**

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: April 29, 2022 at 4:30 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>.



**CITY OF HUNTERS CREEK VILLAGE, TEXAS**  
**MINUTES OF THE**  
**PLANNING & ZONING COMMISSION**  
**April 4, 2022**

The Planning and Zoning Commission of the City of Hunters Creek Village, Texas, convened a regular meeting on April 4, 2022 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.

A. **The meeting was called to order at 6:03 p.m. by Chairman Bill Dalton. In attendance were Commissioners Bill Dalton, David Childers, Brent Fredricks, John Abercrombie, and Charles Martin. Also, in attendance were: John Hightower, City Attorney, Tom Fullen, City Administrator, and Henry Rivas, Building Official.**

B. AGENDA ITEMS

1. Discussion and possible action to consider approval of the minutes of the September 13, 2021 meeting.

**Commissioner Fredricks made a motion to approve the minutes of the September 13, 2021 meeting. Commissioner Childers seconded the motion and the motion carried unanimously.**

2. Discussion and possible action to consider and make a recommendation to City Council on a proposal to reduce the required setbacks for swimming pools on non-conforming lots.

**Commissioner Martin made a motion to adopt the draft ordinance language prepared by the City Attorney as the Commission's preliminary report and to schedule a public hearing on the report. Commissioner Fredricks seconded the motion and the motion carried unanimously. (A copy is attached to the minutes as Exhibit A.)**

3. Discussion and possible action to consider and make a recommendation to City Council on a proposal to reduce the required setbacks for garages facing Voss and Memorial on lots that front on side streets.

**Commissioner Martin made a motion to adopt the draft ordinance language prepared by the City Attorney as the Commission's preliminary report and to schedule a public hearing on the report. Commissioner Childers seconded the motion and the motion carried unanimously. (A copy is attached to the minutes as Exhibit B.)**

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

**No action was taken on this item.**

C. ADJOURN OPEN MEETING

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

**The meeting adjourned at 6:43 pm.**

Respectfully Submitted,

\_\_\_\_\_  
Tom Fullen, City Administrator  
Acting City Secretary

These minutes were approved on the \_\_\_\_ day of \_\_\_\_\_, 2022.



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

**AGENDA DATE:** May 2, 2022  
**AGENDA SUBJECT:** Discussion and possible action to make a final report and recommendation to City Council on item B1.

**EXHIBITS:**

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Section 44-157 (5) b. Use Regulations

*Special exceptions.* The board of adjustment may grant a special exception reducing the minimum setback distance to no less than five feet for nonconforming lots as defined in [section 44-218\(b\)\(1\)b.](#) of this chapter.

(5) Swimming Pools

a. *Generally.* An outdoor swimming pool shall be permitted as an accessory use or structure provided that it meets the following requirements:

1. It must be located in the back or side yard;
2. It must be setback a minimum of ten feet from the rear lot line, unless the rear lot line of the subject lot abuts the side lot line of another lot, in which case the pool must be setback a minimum of 15 feet from the rear lot line;
3. It must be setback a minimum 15 feet from any side lot line.



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

**AGENDA DATE:** May 2, 2022  
**AGENDA SUBJECT:** Discussion and possible action to make a final report and recommendation to City Council on item B2.

**EXHIBITS:**

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Section 44-161 (2)d Automobile Shelters

*Garages facing side streets allowed in certain circumstances.* An automobile shelter may face toward a side street if it is setback from the side lot line that abuts the side street, by at least the same minimum distance that would have been required for an automobile shelter on the same lot that faced the front street. For example, if the front line of a dwelling is setback 30 feet from the front lot line, the minimum setback for a garage opening that faces the front street or a side street would be 80 feet from the applicable lot line (30 + 50). Similarly, if the front line of a dwelling is setback 50 feet from the front lot line, the minimum setback for a garage opening that faces the front street or a side street would be 100 feet from the applicable lot line (50 + 50).