

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, July 11, 2022 at 6:00 p.m.** in the City Hall at #1 Hunters Creek Place, for the purpose of considering the following agenda items.

- 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 June 6, 2022 meeting.
 - 2. Discussion and possible action to consider approval of an application filed on behalf of Julio & Amber Garcia for the approval of a final replat which divides the lot located at **205 Fleetway Drive** (Lot 1, Block 1, of Fisher Burns Plaza Amending Plat, an addition in Harris County, Texas, according to the map or plat thereof as recorded in Vol. 696, Page 296 of the map records of Harris County, Texas) into two single-family residential conforming lots.
 - 3. Discussion and possible action to consider and make recommendation to City Council on a request from First Congregational Church to amend their Specific Use Permit to reconstruct the primary sign.
 - 4. Discussion and possible action to consider and make recommendation to city council on a proposal to amend the zoning chapter to prohibit short-term rentals in the Single-Family Residential District
 - 5. Discussion and possible action to consider any future agenda items.
 - D. Adjourn Open Meeting.
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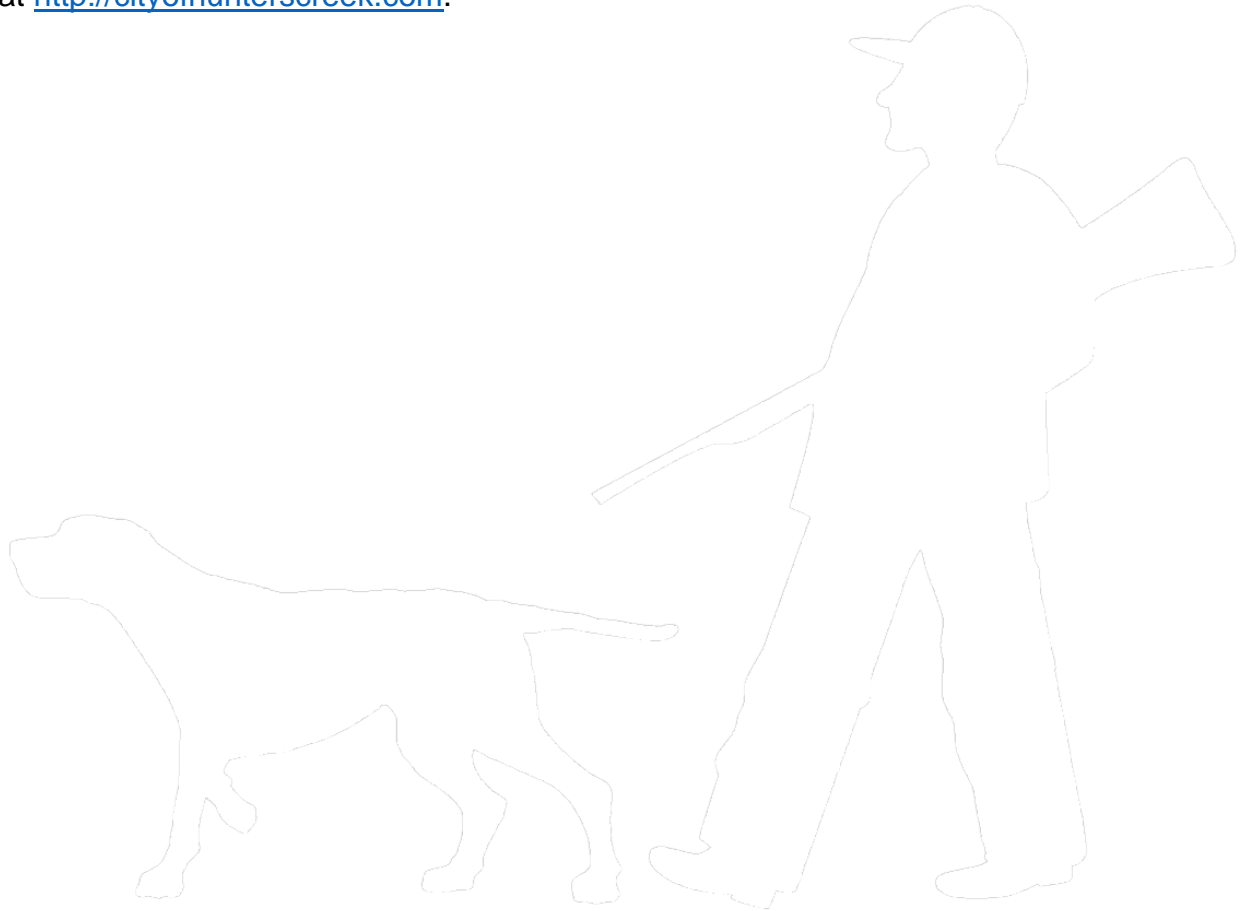
CERTIFICATION

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: July 7, 2022 at 3:30 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. 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
June 6, 2022

The Planning and Zoning Commission of the City of Hunters Creek Village, Texas, convened a regular meeting on June 6, 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 6:00 p.m. by Chairman Bill Dalton. In attendance were Commissioners Bill Dalton, David Childers, John Abercrombie, Brent Fredericks and Charles Martin. Also, in attendance were John Hightower, City Attorney, Tom Fullen, City Administrator, and Henry Rivas, Building Official.**
- 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. An application filed on behalf of Julio & Amber Garcia for the approval of a preliminary replat which divides the lot located at **205 Fleetway Drive** (Lot 1, Block 1, of Fisher Burns Plaza Amending Plat, an addition in Harris County, Texas, according to the map or plat thereof as recorded in Vol. 696, Page 296 of the map records of Harris County, Texas) into two single-family residential conforming lots.

Chairman Bill Dalton opened the Public Hearing at 6:00 p.m.

Comments: Mario Probstfield presented the reasons for the application on behalf of the homeowners. There were no other comments from the public.

Chairman Bill Dalton closed the Public Hearing at 6:03 p.m.

- C. AGENDA ITEMS
1. Discussion and possible action to consider approval of the minutes of the May 2, 2022, meeting.
Commissioner Abercrombie made a motion to approve the minutes of the May 2, 2022 meeting. Commissioner Martin seconded the motion and the motion carried unanimously.
 2. Discussion and possible action to consider approval of the preliminary replat of item B1.
Commissioner Fredericks made a motion to approve the preliminary replat of item B1. Commissioner Martin seconded the motion and the

motion carried unanimously.

3. Discussion and possible action to consider and make recommendation to City Council on a proposal to amend the zoning chapter to prohibit short-term rentals in the Single-Family Residential District.

Commissioner Martin made a motion that the Commission issue a preliminary report recommending approval of a proposal to amend the zoning chapter to prohibit short-term rentals (rentals of less than 30 days) in the Single-Family Residential District. Commissioner Abercrombie seconded the motion and the motion carried unanimously.

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

D. ADJOURN OPEN MEETING

Commissioner Fredericks made a motion to adjourn. Commissioner Childers seconded the motion and the motion carried unanimously.

The meeting adjourned at 6:26 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: July 11, 2022
AGENDA SUBJECT: Discussion and possible action to consider approval of an application filed on behalf of Julio & Amber Garcia for the approval of a final replat which divides the lot located at 205 Fleetway Drive (Lot 1, Block 1, of Fisher Burns Plaza Amending Plat, an addition in Harris County, Texas, according to the map or plat thereof as recorded in Vol. 696, Page 296 of the map records of Harris County, Texas) into two single-family residential conforming lots.

EXHIBITS: Application & Final Replat



City of Hunters Creek Village, Texas
 #1 Hunters Creek Place
 Hunters Creek Village, Texas 77024
 713-465-2150

PLAT APPLICATION

PRELIMINARY FINAL

All plats must be prepared according to the requirements stated in Section 36-24 for Preliminary Plat and Section 36-25 for Final Plat of the Code of Ordinances of the City as to form and content.

APPLICANT/PROPERTY OWNER:

Name: Julio Garcia & Amber Garcia
 Address: 12422 Rip Van Winkle, Houston TX 77024
 Telephone: 713-516-2848
 Email: julio@ambriza.com

PROPERTY INFORMATION OF LOTS/TRACTS:

Name of Subdivision: Fleetway Reserve
 Legal Description (address, general location, acreage, lot(s) no.(s), block no. for each lot):
205 Fleetway Drive, Houston, TX 77024; ± 123' West of Int. of Voss Road, & Fleetway Drive; 1.5034 AC
Lot 1, Block 1 of Fisher Burns Plaza Amending Plat

LICENSED SURVEYOR PREPARING PLAT:

Name: Probstfeld & Associates, Inc. (Mario Colina, P.E.)
 Address: 515 Park Grove Drive, Suite 102, Katy, TX 77450
 Telephone: 281-829-0034
 Email: mario@probstfeld.com

List any easements or other restrictions on property (any public right-of-ways; public easements; other public improvements): 10' Utility Easement with 5'x 20' Aerial Easement west side of property, 40' Drainage Easement south side of property

Requested variances (attach list of exceptions with the reason): N/A

A COMPLETE APPLICATION MUST INCLUDE ALL OF THE FOLLOWING. Application shall be filed with the City Secretary at least 30 days prior to the next regular meeting of the Planning & Zoning Commission:

- Preliminary or Final Plat (10 copies)
- Current Title Report or Letter dated within 30 days of the filing of the application
- Metes and bounds description if not included in title report
- Payment of fee: \$650.00

The undersigned hereby requests review by the Planning and Zoning Commission of the above identified subdivision plat.

Signature

6/7/22
 Date

Received by: Jessica Poince

Date: 6/9/22



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

AGENDA DATE: July 11, 2022
AGENDA SUBJECT: Discussion and possible action to consider and make recommendation to City Council on a request from First Congregational Church to amend their Specific Use Permit to reconstruct the primary sign.

EXHIBITS: Request Letter, Drawings, & Draft Preliminary Report



Tuesday, May 31, 2022

Mr. Thomas Fullen, City Administrator
Hunters Creek Village
1 Hunters Creek Place
Hunters Creek Village, TX 77024

Mr. Fullen,

The First Congregational Church of Houston (FCC) has redesigned its primary sign located at 10840 Beinhorn Road and will be seeking approval from the HVC Planning and Zoning Commission to go ahead with its reconstruction.

It is my understanding that FCC will need to put up a temporary sign with the particulars listed in the HVC Procedures for Special Use Permits and come before the HVC commission to discuss the redesign. I respectfully request that we be given permission to put up the temporary sign and to be added to the agenda for the next meeting of the Commission to discuss the proposal.

My thanks and the thanks of all at FCC for your help and support. I look forward to hearing from you at your convenience.

With kind regards,

A handwritten signature in cursive script that reads "Dr. David Pelton".

Dr. David Pelton
Chairman, FCC Board of Communications
Email: peltoncommunications@gmail.com
M: 832-259-9270

10840 Beinhorn Road, Houston, Texas 77024
713-468-9543 • Fax 713-468-5951
www.fcc-houston.org



PROJECT INFORMATION

CLIENT: First Congregational Church of Houston
 PROJECT: 13529
 DESIGNER: NB

SHEET NAME & DETAILS

NAME: Monument Sign
 DATE: 02.21.2022
 DRAWING: V1.3
 SCALE: As Noted

FINISHES & MATERIALS

Monument refurbish, double sided.

- VINYL SCHEDULE
- VI: DIGITAL PRINT
- PAINT SCHEDULE
- PI: PMS 307 C
- PI: PMS 295 C

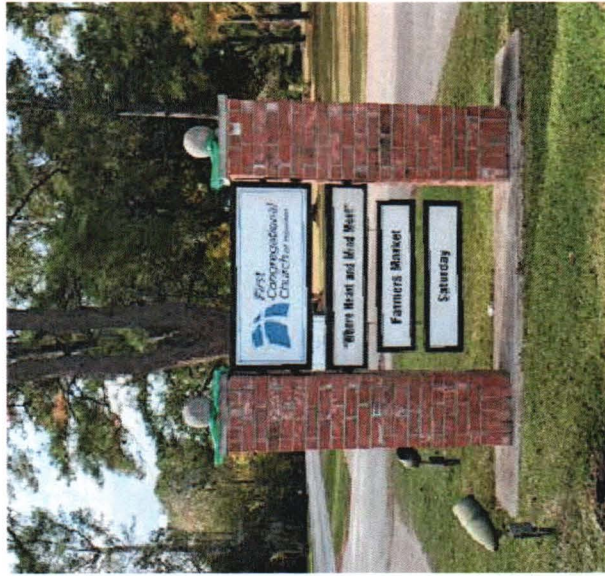
REVISIONS

#	DATE	DESCRIPTION
1	01.27.2022	First drawing
2	02.07.2022	Revision
3	02.21.2022	Revision

NOTES:



PROPOSED



EXISTING

PICKED UP: _____ SIGN: _____ DATE: _____

Approval

APPROVED AS IS: _____

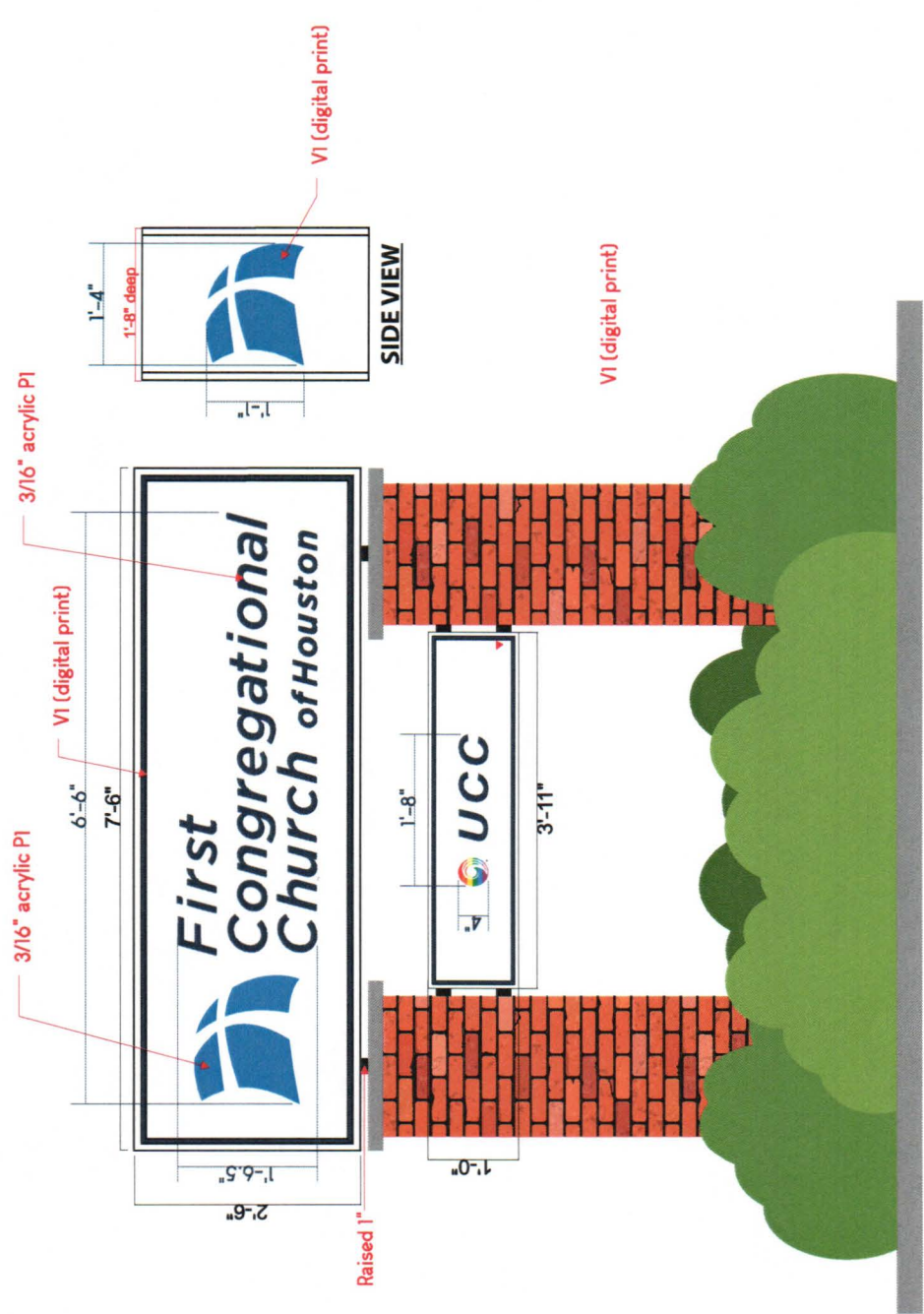
APPROVED APPROVED AS NOTED REJECTED REVISE & RE-SUBMIT

BY: _____ DATE: _____

Please review all materials, finishes, and spelling for accuracy. Braille and colors shown here are for representation only and may vary.



FCC of Houston Monument Sign



PROJECT INFORMATION

CLIENT: First Congregational Church of Houston
 PROJECT: 13529
 DESIGNER: NB

SHEET NAME & DETAILS

NAME: Monument Sign
 DATE: 02.21.2022
 DRAWING: VI.3
 SCALE: As Noted

FINISHES & MATERIALS

Monument refurbish, double sided.

VINYL SCHEDULE
 VI: DIGITAL PRINT

PAINT SCHEDULE
 PI: PMS 307 C
 PI: PMS 295 C

REVISIONS

#	DATE	DESCRIPTION
1	01.27.2022	First drawing
2	02.07.2022	Revision
3	02.21.2022	Revision

NOTES:

PICKED UP: _____ SIGN: _____ DATE: _____

Approval

APPROVED AS IS: _____
 APPROVED APPROVED AS NOTED REJECTED REVISE & RE-SUBMIT
 BY: _____ DATE: _____

PATH: _____



All signs, drawings, arrangements, and written materials appearing herein are the sole property of Signarama, and shall not be duplicated, used for, or disclosed to any other person without the explicit written consent of Signarama.

**PRELIMINARY REPORT ON A PROPOSED AMENDMENT TO
THE SPECIFIC USE PERMIT FOR FIRST CONGREGATIONAL CHURCH TO
ALLOW THE RECONFIGURATION OF THE CHURCH'S EXISTING
PRIMARY SIGN STRUCTURE**

The Planning and Zoning Commission has considered a proposal, forwarded to it for recommendation by the city council, to amend the specific use permit for First Congregational Church to reconfigure the primary sign structure, as shown in the attached drawing, to:

- a) raise and enlarge the sign face containing the name of the church, and
- b) eliminate or relocate the smaller sign faces.

After considering the proposal at its meetings on July 11, 2022, the Commission voted to schedule a public hearing on the proposed amendment for August 1, 2022.

Date of Signature

CHAIRMAN
PLANNING AND ZONING COMMISSION
CITY OF HUNTERS CREEK VILLAGE



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

AGENDA DATE: July 11, 2022
AGENDA SUBJECT: Discussion and possible action to consider and make recommendation to city council on a proposal to amend the zoning chapter to prohibit short-term rentals in the Single-Family Residential District.

EXHIBITS: Draft Preliminary Report

**PRELIMINARY REPORT ON A PROPOSED AMENDMENT TO
THE ZONING CHAPTER TO PROHIBIT SHORT TERM RENTALS OF
HOMES IN THE SINGLE-FAMILY RESIDENTIAL DISTRICT**

The Planning and Zoning Commission has considered a proposal, forwarded to it for recommendation by the city council, to amend the zoning chapter to prohibit short term rentals of homes in the Single-Family Residential District.

After considering the proposal at its meetings on July 11, 2022, and receiving information from City staff about the negative effects of short term rentals in single-family residential neighborhoods, the Commission voted to schedule a public hearing for August 1, 2022, on a proposed amendment to prohibit the rental of homes in the Single-Family Residential District for time periods of less than 30 consecutive days.

Date of Signature

**CHAIRMAN
PLANNING AND ZONING COMMISSION
CITY OF HUNTERS CREEK VILLAGE**



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

AGENDA DATE:

July 11, 2022

AGENDA SUBJECT:

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

EXHIBITS:
