

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, March 31, 2025, at 6:00 p.m.** in the City Hall at #1 Hunters Creek Place, Hunters Creek, Texas 77024 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 COMMENTS Public comments are limited to three (3) minutes
 - C. Discussion and possible action to consider approval of the minutes of the special meeting on March 10, 2025.
 - D. Planning & Zoning Commission to make a Preliminary Report regarding a request from First Congregational Church to amend their Specific Use Permit to install a plaza cover.
 - E. PUBLIC HEARING Public hearings will be held before the Planning and Zoning Commission for the purpose of receiving testimony for or against the following:
 - a. A request from First Congregational Church to amend their Specific Use Permit to install a plaza cover.
 - F. Planning & Zoning Commission to make a Final Report to submit to City Council regarding a request from First Congregational Church to amend their Specific Use Permit to install a plaza cover.
 - G. Discussion and possible action to consider any future agenda items.
 - H. 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: March 28, 2025 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
March 10, 2025**

The Planning and Zoning Commission of the City of Hunters Creek Village, Texas, convened a regular meeting on March 10, 2025, 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 6:14 p.m. by Chairman Bill Dalton. In attendance were Commissioners Bill Dalton, Charles Martin, and John Abercrombie. Also, in attendance were Tim Kirwin, City Attorney, and Tom Fullen, City Administrator.**

B. AGENDA ITEMS

1. Discussion and possible action to consider approval of the minutes of the January 27, 2025, meeting.

Commissioner Martin made a motion to approve of the minutes of the January 27, 2025, meeting. Commissioner Abercrombie seconded the motion, and the motion was carried unanimously.

2. Discussion and possible action to consider and make recommendations to City Council on a request from the First Congregational Church to amend their Specific Use Permit to install a plaza cover.

Commissioner Martin made a motion to approve making recommendations to City Council on the request from the First Congregation Church to amend their Specific Use Permit to install a plaza cover. Commissioner Abercrombie seconded the motion, and the motion was carried unanimously.

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

Commissioner Martin made a motion to add the discussion of masonry fence materials to a future agenda. Commissioner Abercrombie seconded the motion, and the motion was carried unanimously.

C. ADJOURN OPEN MEETING

The meeting adjourned at 6:21 p.m.

Respectfully Submitted,

Tom Fullen, City Administrator
Acting City Secretary

These minutes were approved on the ____ day of March 2025.

DRAFT

MAYOR
Jim Pappas

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Jay Carlton

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Tom Fullen, MPA, CPM



NOTICE OF PUBLIC HEARING CITY OF HUNTERS CREEK VILLAGE, TEXAS

Notice is hereby given that a Public Hearing will be held before the Hunters Creek Village Planning & Zoning Commission on March 31, 2025, at 6:00 p.m., in City Hall at #1 Hunters Creek Place, Hunters Creek Village, Texas, for the purpose of receiving testimony for or against the following proposed amendments to the zoning chapter:

- A. A request from First Congregational Church to amend their Specific Use Permit to install a plaza cover.

Written comments may be submitted during normal business hours in the office of the City Secretary at #1 Hunters Creek Place, Hunters Creek Village, Texas 77024, or at the public hearing. For more information you may call (713) 465-2150 during normal business hours.

Tom Fullen, City Administrator
Acting City Secretary



January 15, 2025

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

Dear Tom,

Thank you for meeting with Chuck Stilwell and me today to discuss First Congregational Church's plans for improvements to its campus. As we mentioned, those improvements include new landscaping and the addition of a cover over an outside gathering area between the church office and the Christian Education building.

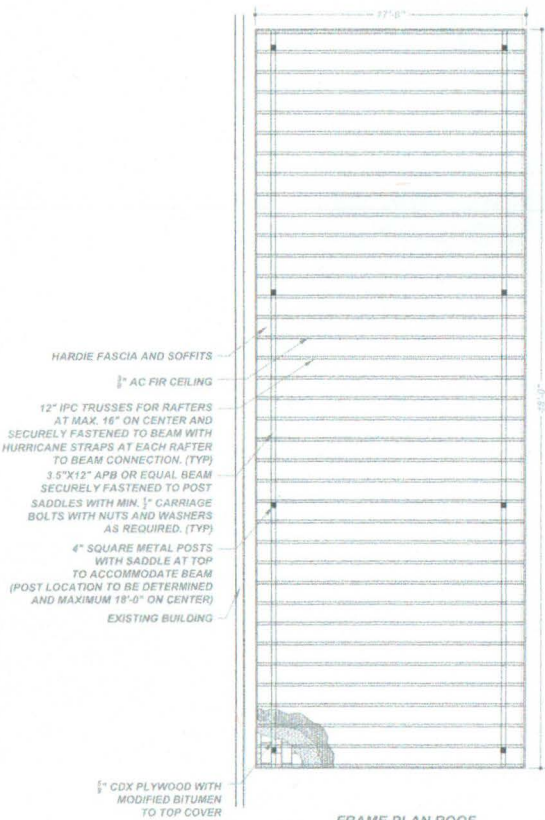
Since FCC will need a specific use permit for the cover, we would like to start the process of obtaining that permit as soon as possible.

Sincerely yours,

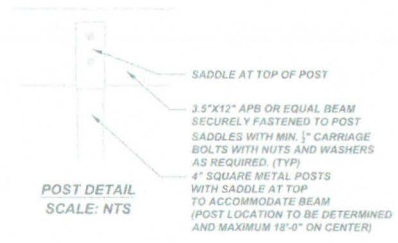
A handwritten signature in blue ink that reads "Mary Lou Strange".

Chuck Stilwell
Mary Lou Strange

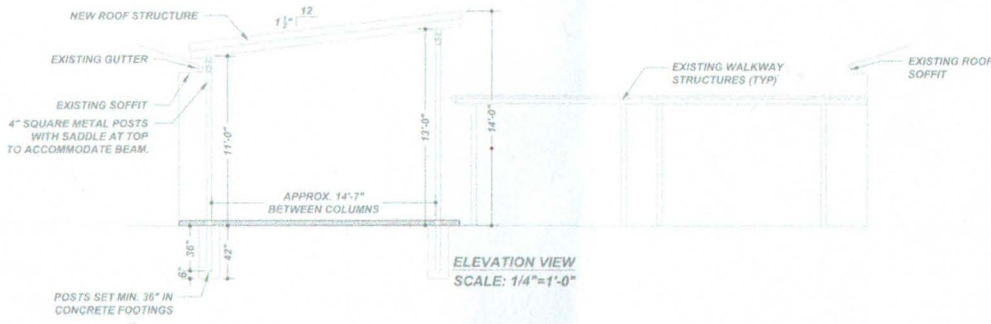
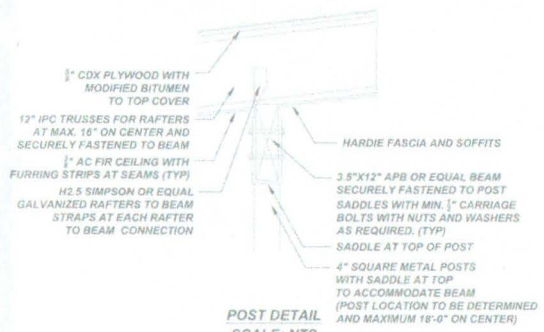
Campus Beautification Committee Two



FRAME PLAN ROOF
SCALE: 1/4"=1'-0"



POST DETAIL
SCALE: NTS



ELEVATION VIEW
SCALE: 1/4"=1'-0"

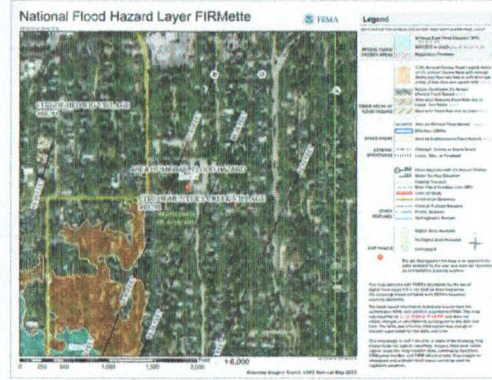
THIS DRAWING IS DESIGNED FOR THE CITY OF HOUSTON CITY CODE:

- 2021 INTERNATIONAL RESIDENTIAL CODE (WITH HOUSTON AMENDMENTS)
- 2021 INTERNATIONAL BUILDING CODE (WITH HOUSTON AMENDMENTS)
- 2021 INTERNATIONAL MECHANICAL CODE (WITH HOUSTON AMENDMENTS)
- 2021 INTERNATIONAL PLUMBING CODE (WITH HOUSTON AMENDMENTS)
- 2021 NATIONAL ELECTRICAL CODE (WITH HOUSTON AMENDMENTS)

THIS DRAWING IS DESIGNED IN ACCORDANCE WITH THE DESIGN WIND LOADS OF THE 2021 IRC (131 MPH RISK CATEGORY 2 PER ASCE 7-22)

THIS DESIGN ALSO COMPLIES WITH WIND LOAD PROVISIONS FOR 2021 IRC

NOTE: ALL JOISTS AND RAFTERS WITH HURRICANE STRAPS, AND BEAM HANGERS AS REQUIRED FOR 131 MPH WIND CODE



ASCE
Address:
12840 Beinhorn Rd
Houston, Texas
77024

ASCE Hazards Report
Standard: ASCE/SEI 7-22
Risk Category: II
Soil Class: Default
Latitude: 29.777722
Longitude: -95.504541
Elevation: 60.180402227795 ft (NAVD 83)



Wind

Results:

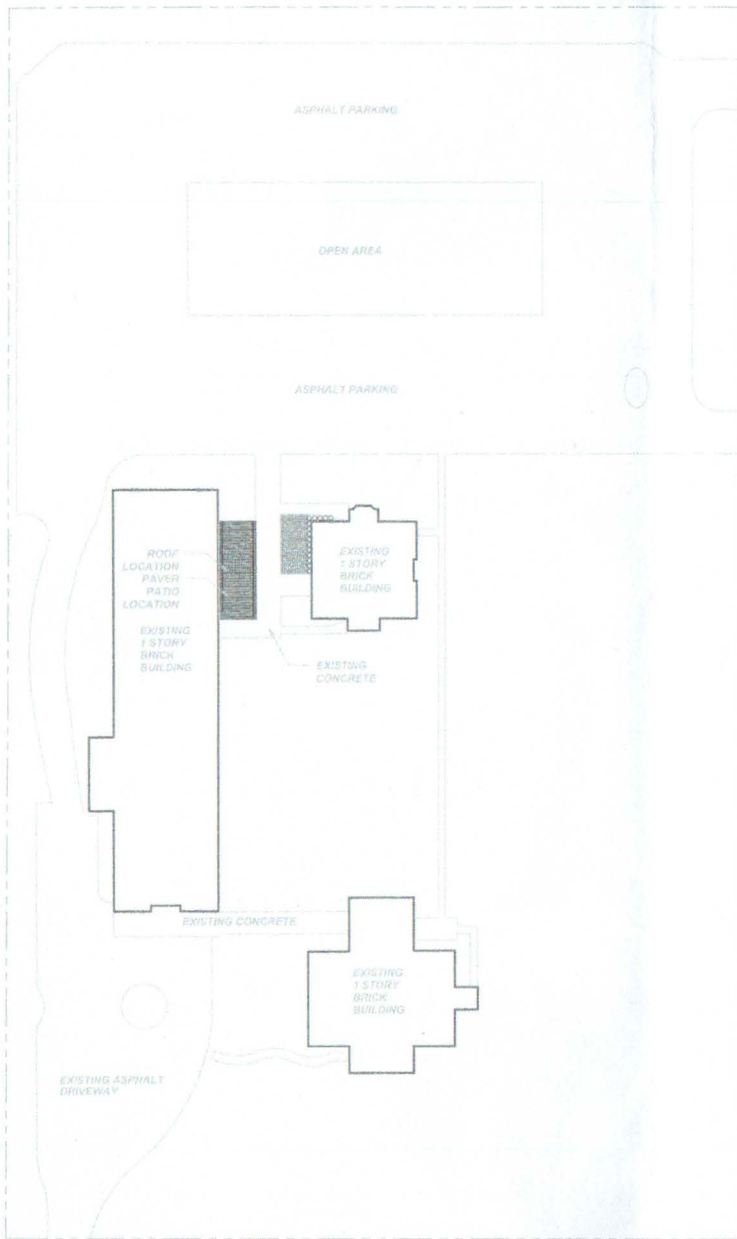
Wind Speed	131 Vmph
10-year MRI	76 Vmph
25-year MRI	80 Vmph
50-year MRI	102 Vmph
100-year MRI	112 Vmph
300-year MRI	124 Vmph
700-year MRI	131 Vmph
1,700-year MRI	138 Vmph
3,000-year MRI	143 Vmph
10,000-year MRI	151 Vmph
100,000-year MRI	165 Vmph
1,000,000-year MRI	175 Vmph

Data Source: ASCE/SEI 7-22, Fig. 26.5-1B and Figs. CC 2.1-CC 2.4, and Section 26.5.2
Data Accessed: Thu Nov 07 2024

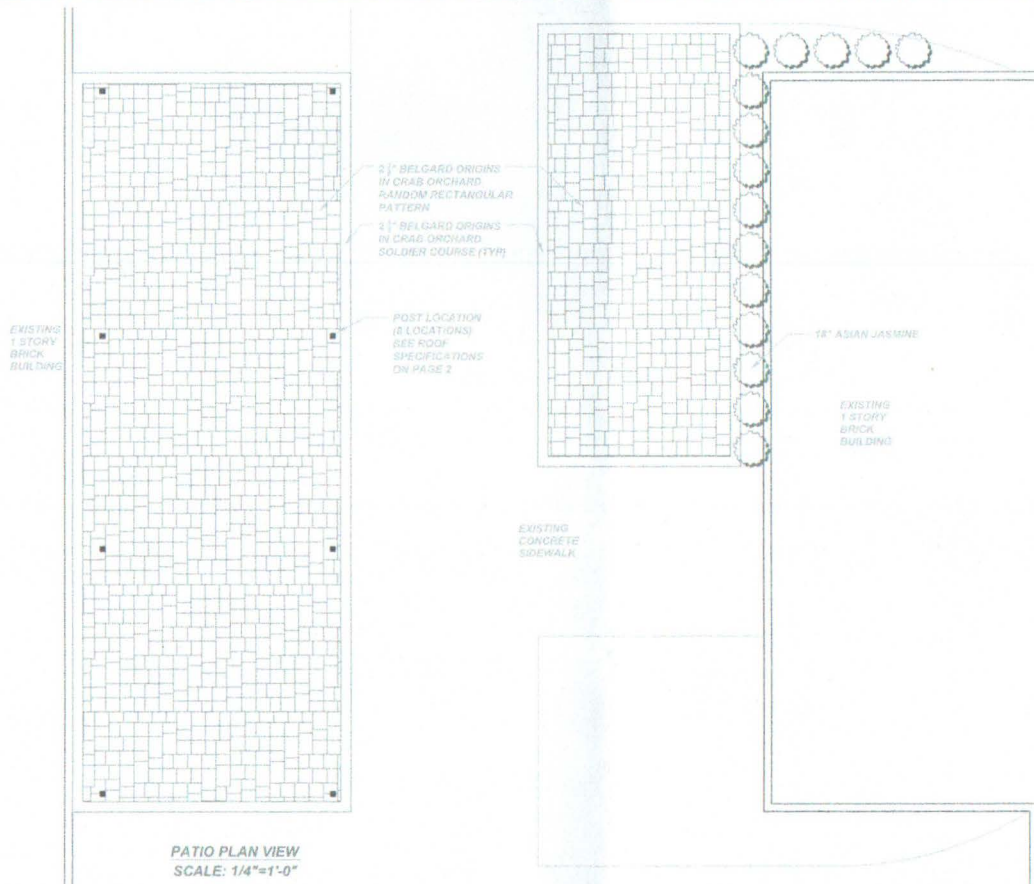
DESIGNED EXCLUSIVELY FOR:
FIRST CONGREGATIONAL CHURCH
10840 BEINHORN
HOUSTON, TEXAS 77024

THE DESIGN OF THIS PROJECT
AND ANY SUBSEQUENT CHANGES
SHALL BE THE RESPONSIBILITY OF
THE CLIENT AND NOT THE DESIGNER
UNLESS OTHERWISE SPECIFIED

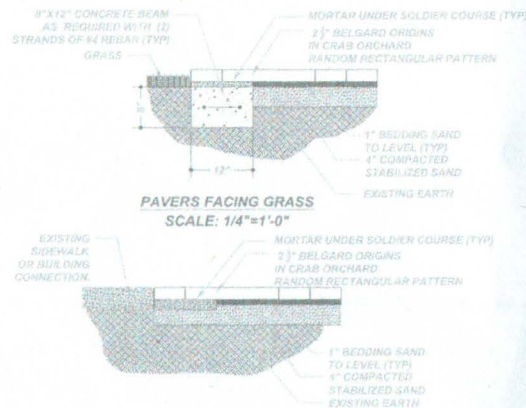




PROPERTY PLAN VIEW
SCALE: 30'-0" = 1"



PATIO PLAN VIEW
SCALE: 1/4"=1'-0"



NOTES: PAVER PATIO

1. INSTALLATION OF BELGARD ORIGINS PAVERS IN CRAB ORCHARD COLOR WITH RANDOM RECTANGULAR PATTERN.
2. 8"X12" BEAM PERIMETER UNDER SOLDIER COURSE WITH (2) STRANDS OF #4 REBAR, MORTAR, AND SOLDIER COURSE AT GRASS PERIMETER. (SEE DETAIL)
3. MORTAR UNDER SOLDIER COURSE AS REQUIRED AT BUILDING AND CONCRETE PERIMETER CONNECTIONS.
4. 4" THICK COMPACTED SUB BASE WITH 1" BEDDING SAND TO LEVEL.

REVISIONS

DESIGNED EXCLUSIVELY FOR:
FIRST CONGREGATIONAL CHURCH
10840 BEINHORN
HOUSTON, TEXAS 77024

THE PLANS, SPECIFICATIONS, AND EXHIBITS HEREOF ARE PREPARED BY THE FIRM OF GREENMARK ENVIRONMENTAL, INC. AND SHALL BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON.

ENGINEER SEAL

GREENMARK
ENVIRONMENTAL