

**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

## **ZONING BOARD OF ADJUSTMENT AGENDA**

The Zoning Board of Adjustment of the City of Hunters Creek Village, Texas will meet in regular session **Wednesday, May 28, 2025, at 6:00 p.m.** in City Hall, #1 Hunters Creek Place, Houston, Texas 77024 to consider the following items.

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

A. **PUBLIC COMMENTS:** *Anyone with city-related business may speak to the Board. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquires about a subject that is not specifically identified on the agenda, a member of the board or a staff member may only respond by giving a statement of specific factual information or by reciting existing policy. The Board may not deliberate or vote on the matter.*

B. **PUBLIC HEARING**

- An application from Eric Rowlen for a variance to Section 44-163 of the Zoning Chapter, Fences and Walls, at 10803 Beinhorn Road, Hunters Creek Village, Texas, 77024 (also known as, Lot 3, Block 1, Hunters Forest Subdivision) to allow the installation of a fence in front of the front building line.
- An application from Whitney Bolling for a variance to Section 44-162 of the Zoning Chapter, Accessory Structures, at 15 Hedwig Shadows, Hunters Creek Village, Texas, 77024 (also known as, Lot 8, Block 1, Hedwig Shadows Subdivision) to allow the swimming pool to be closer than 5 feet to the main structure.
- An application from Sue Shaper for a variance to Section 44-160 of the Zoning Chapter, Area Regulations, at 325 Ripple Creek Drive, Hunters Creek Village, Texas, 77024 (also known as, Lot 13, Block 1, Ripple Creek Subdivision) to allow the front yard setback to be at 30ft instead of 50ft.

C. **AGENDA ITEM**

1. Discussion and possible action to approve the minutes of the November 25, 2024, meeting.

2. Discussion and possible action on an application from Eric Rowlen for a variance to Section 44-163 of the Zoning Chapter, Fences and Walls, at 10803 Beinhorn Road, Hunters Creek Village, Texas, 77024 (also known as, Lot 3, Block 1, Hunters Forest Subdivision) to allow the installation of a fence in front of the front building line.
3. Discussion and possible action on an application from Whitney Bolling for a variance to Section 44-162 of the Zoning Chapter, Accessory Structures, at 15 Hedwig Shadows, Hunters Creek Village, Texas, 77024 (also known as, Lot 8, Block 1, Hedwig Shadows Subdivision) to allow the swimming pool to be closer than 5 feet to the main structure.
4. Discussion and possible action on an application from Sue Shaper for a variance to Section 44-160 of the Zoning Chapter, Area Regulations, at 325 Ripple Creek Drive, Hunters Creek Village, Texas, 77024 (also known as, Lot 13, Block 1, Ripple Creek Subdivision) to allow the front yard setback to be at 30ft instead of 50ft.

*Adjourn Open Meeting*

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#### CERTIFICATION

I, the undersigned authority, does 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: May 23, 2025 at 10:00 a.m. 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>

**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 OF A PUBLIC HEARING ZONING BOARD OF ADJUSTMENT CITY OF HUNTERS CREEK VILLAGE, TEXAS**

Notice is hereby given that the Zoning Board of Adjustment of the City of Hunters Creek Village, Texas will hold a public hearing on Wednesday, May 28, 2025, at 6:00 p.m. at City Hall at #1 Hunters Creek Place, Hunters Creek Village, Texas, 77024 for the purpose of receiving testimony for and against:

1. An application from Eric Rowlen for a variance to Section 44-163 of the Zoning Chapter, Fences and Walls, at 10803 Beinhorn Road, Hunters Creek Village, Texas, 77024 (also known as, Lot 3, Block 1, Hunters Forest Subdivision) to allow the installation of a fence in front of the front building line.
2. An application from Whitney Bolling for a variance to Section 44-162 of the Zoning Chapter, Accessory Structures, at 15 Hedwig Shadows, Hunters Creek Village, Texas, 77024 (also known as, Lot 8, Block 1, Hedwig Shadows Subdivision) to allow the swimming pool to be closer than 5 feet to the main structure.
3. An application from Sue Shaper for a variance to Section 44-160 of the Zoning Chapter, Area Regulations, at 325 Ripple Creek Drive, Hunters Creek Village, Texas, 77024 (also known as, Lot 13, Block 1, Ripple Creek Subdivision) to allow the front yard setback to be at 30ft instead of 50ft.

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

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
MINUTES OF THE  
BOARD OF ADJUSTMENT  
November 25, 2024**

The Board of Adjustment of the City of Hunters Creek Village, Texas, convened a regular meeting on November 25, 2024 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.

Call to order and the roll of elected and appointed officers.

**The meeting was called to order at 6:00 p.m. by Chairman, Brad Klein. In attendance were regular Board Members, Brad Klein, Steve Pearson, John Braddock, and alternate Board Members, Paul Gregory and Arya Majed. Also present were: Tom Fullen, City Administrator; and Timothy Kirwin, City Attorney.**

- A. PUBLIC COMMENTS At this time, any person with city-related business may speak to the Board. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquires about a subject that is not specifically identified on the agenda, a member of the board or a staff member may only respond by giving a statement of specific factual information or by reciting existing policy. The Board may not deliberate or vote on the matter.

**No Comments.**

B. REGULAR AGENDA

1. Discussion and possible action to approve the minutes of the April 22, 2024, meeting.

**Board Member Gregory made a motion to approve the minutes of the April 22, 2024, meeting. Board Member Majed seconded the motion, and the motion carried unanimously.**

2. An application from Robert Trainer for a variance to Section 44-159(c)2 of the Zoning Chapter, Height regulations, to reduce the required setback for an accessory structure to be located at 439 Thamer Lane, Hunters Creek Village, Texas, 77024.

Section 440-159(c)(2) provides as follows: The maximum height is ten feet for structures that are located ten feet or more but less than 15 feet from the rear or side property lines.

**Open Public Hearing: 6:08 PM**

**Comments: HOA President and Residents commented that they are okay with the structure.**

**Close Public Hearing: 6:12 PM**

**Board Member Pearson made a motion to grant the variance to reduce the required setback for an accessory structure to be located at 439 Thamer Lane, Hunters Creek Village, Texas, 77024. Board Member Braddock seconded the motion. The vote to approve the motion was unanimous.**

**C. ADJOURNMENT**

**At 6:14 p.m., the meeting adjourned.**

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These minutes were approved on the 28th day of May 2025.

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Brad Klein, Chairman

ATTEST:

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Tom Fullen, City Administrator  
Acting City Secretary

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
BOARD OF ADJUSTMENT  
APPLICATION FOR REQUEST FOR VARIANCE**

*A \$300.00 non-refundable fee is due upon submission of the application.*

**PROPERTY INFORMATION FOR WHICH VARIANCE BEING REQUESTED:**

Address: 10803 BEINHORN ROAD.

Legal Description: Lot 3 Block: 1 Subdivision: HUNTERS FOREST

**APPLICANT INFORMATION:**

ERIC ROWEN

281-630-2034

Property Owner

Telephone Number

10725 TUPPER LAKE.

HOUSTON,

TX,

77042

Street Address

City

State

Zip Code

The provision of the zoning chapter from which the applicant seeks: Sec. 44-163 (2)  
Fences in front of front building line.

Give a description of the specific variance the applicant seeks: \_\_\_\_\_

Requesting a fence be built on property following requirements in Section 44-163

Give a brief explanation why the applicant believes the Board should grant the requested variance: Property has left side wall facing Voss Road and is requesting  
the construction of a privacy wall that would adhere to the Section 44-163 guidelines.  
This will resolve privacy and safety issues that have been brought up.

Give any information the applicant believes to be relevant to the Board's consideration of the matter: Property is on the corner of Voss Road and Beinhord Road.

**The following items are required to be submitted with application:**

- Letter of denial from the building official
- Site Plan
- Survey



Signature of Applicant

04/17/2025

Date



**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*

Date: 4/15/2025

## NOTICE OF PLAN REVIEW STATUS

The following re-submitted plans are not approved for construction

Address: 10803 Beinhorn Rd.

1. The proposed construction of a front facing fence in front of the front building line; does not meet the requirements of zoning ordinance Sec.44-163 (2) and therefore would not be allowed to be constructed as shown on the plans.

The governing code for the City of Hunters Creek are the 2021 I-Codes and the 2020 N.E.C.

Thank you,  
Henry Rivas C.B.O.  
City of Hunters Creek







CRESTSTONE  
ARCHITECTURE  
6340 N. Loop West  
Houston, TX 77041  
www.creststone.com

NO.	DESCRIPTION	DATE
1	PRELIMINARY	04/15/2022
2	REVISED	
3	REVISED	
4	REVISED	
5	REVISED	
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18	REVISED	
19	REVISED	
20	REVISED	

RESUBMITTAL  
DATE: 4/15/2022  
DRAWN BY: CG  
CHECKED BY: JG  
DESIGNED BY: JG  
PROJECT NO: 22047  
SHEET NO: 1 OF 1  
DATE: 4/15/2022

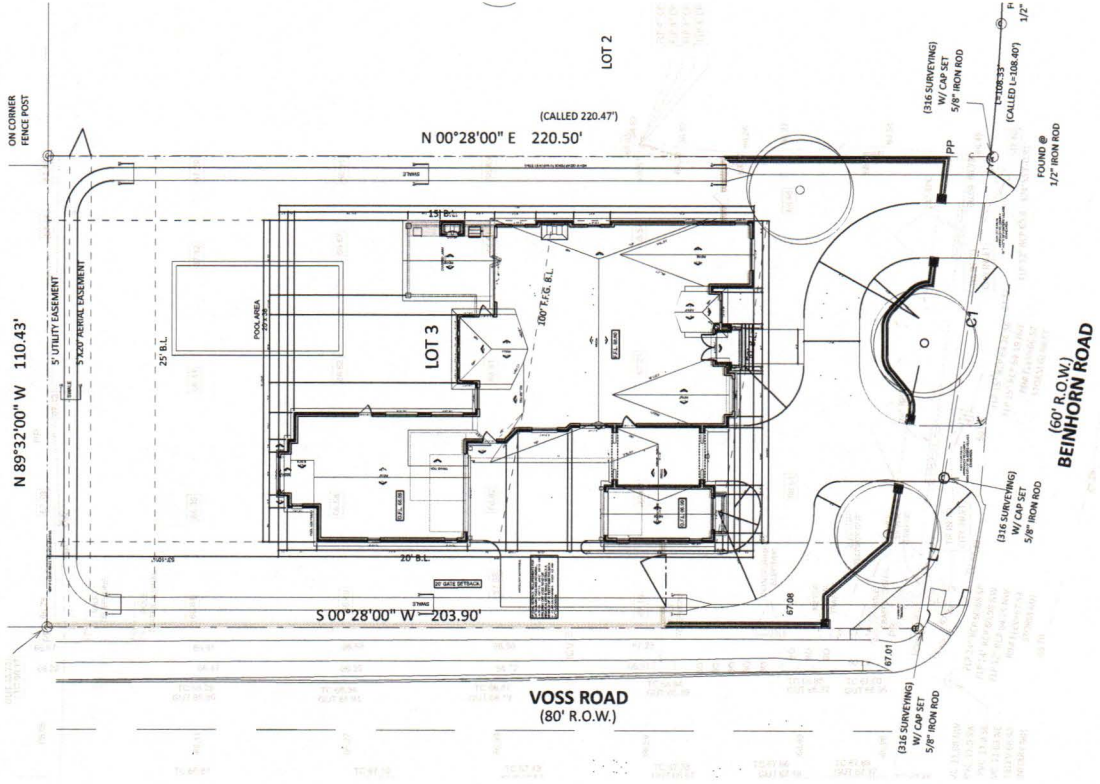
SINGLE FAMILY SPEC HOME  
10803 BEINHORN  
HOUSTON TX 77024



PROPOSED FENCE  
SHEET NO: 1 OF 1  
DATE: 4/15/2022

1" = 10'-0"

SHEET NUMBER  
C-5/22  
PRINT DATE: 4/15/2022



SITE PLAN  
SAFETY 1809



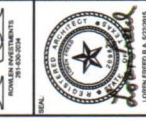
CREEKSTONE  
ARCHITECTURE  
6340 N. Eldorado Parkway  
Houston, TX 77064  
346.245.5270  
www.creekstonearch.com

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMITS	01/11/2024
2	ISSUED FOR PERMITS	01/11/2024
3	ISSUED FOR PERMITS	01/11/2024
4	ISSUED FOR PERMITS	01/11/2024
5	ISSUED FOR PERMITS	01/11/2024
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99	ISSUED FOR PERMITS	01/11/2024
100	ISSUED FOR PERMITS	01/11/2024

RESUBMITTAL  
DATE: 01/11/2024  
DRAWN BY: GG

DO NOT SCALE DIMENSIONS  
ALL DIMENSIONS ARE TO FACE UNLESS  
NOTED OTHERWISE  
EXISTING CONDITIONS ARE SHOWN  
FOR INFORMATION ONLY  
ALL DIMENSIONS ARE TO FACE UNLESS  
NOTED OTHERWISE

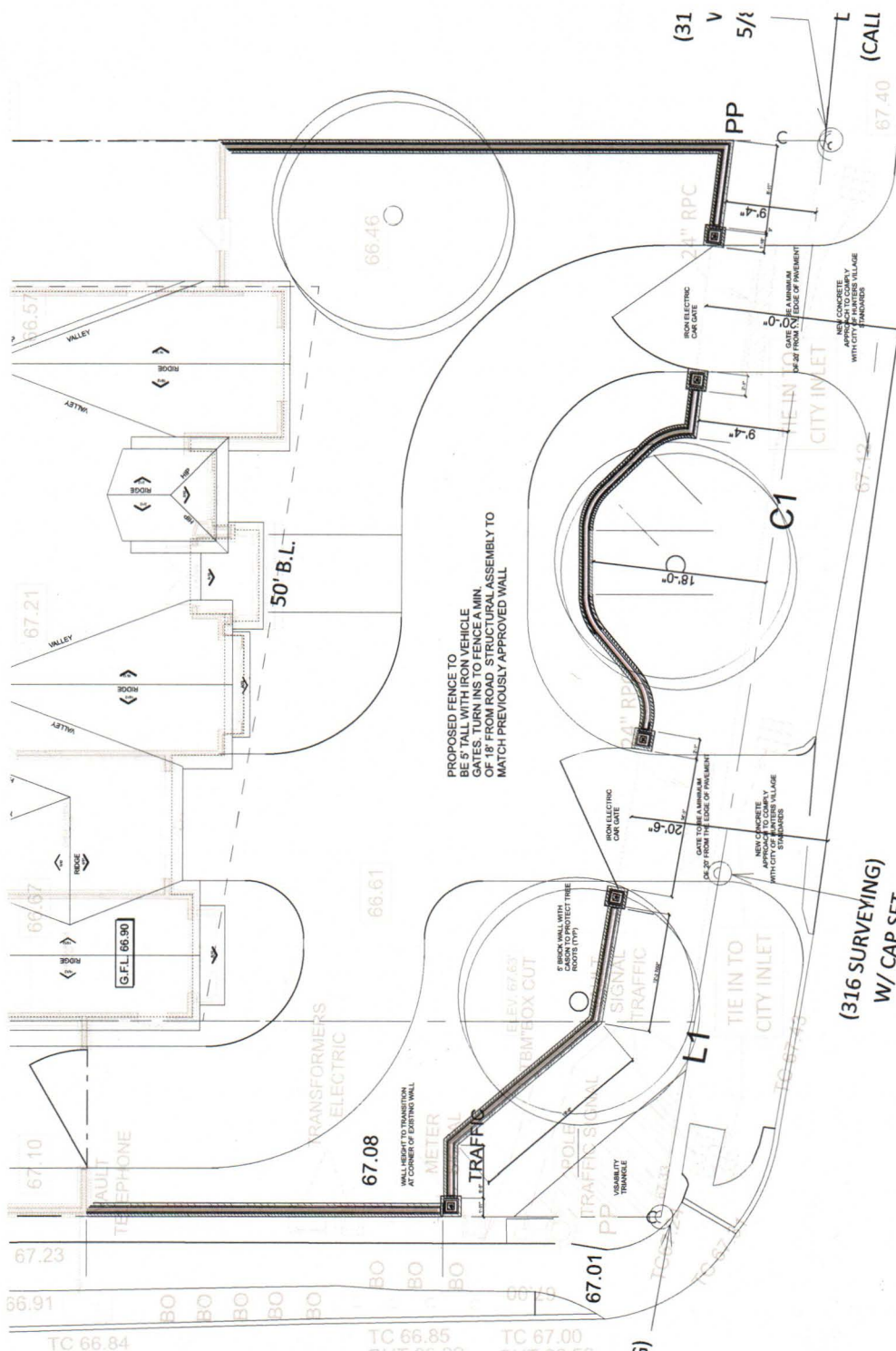
PROJECT CHAIRMAN AND ARCHITECT  
10803 BEINHORN  
HOUSTON TX 77024  
SINGLE FAMILY SPEC HOME



PROJECT NUMBER  
A23-039

1/4" = 1'-0"

SHEET NUMBER  
C-6/22  
PRINT DATE: 01/11/2024



FOUND @  
1/2" IRON ROD

(60' R.O.W.)  
**BEINHORN ROAD**

(316 SURVEYING)  
W/ CAP SET  
5/8" IRON ROD

PROPOSED FENCE LAYOUT  
DATE: 01/11/2024

**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
BOARD OF ADJUSTMENT  
APPLICATION FOR REQUEST FOR VARIANCE**

*A \$300.00 non-refundable fee is due upon submission of the application.*

**PROPERTY INFORMATION FOR WHICH VARIANCE BEING REQUESTED:**

Address: 15 HEDWIG SHADOWS, Houston 77024  
Legal Description: Lot 8 Block: 1 Subdivision: HEDWIG SHADOWS

**APPLICANT INFORMATION:**

BOLLING, WHITNEY 832-423-9092  
Property Owner Telephone Number

15 HEDWIG SHADOWS HOUSTON TX 77024  
Street Address City State Zip Code

The provision of the zoning chapter from which the applicant seeks: \_\_\_\_\_

SEC 44-162

Give a description of the specific variance the applicant seeks: \_\_\_\_\_

ALLOW SWIMMING POOL TO BE 1' CLOSER TO STRUCTURE.  
ALSO THE OUTDOOR PAVILION

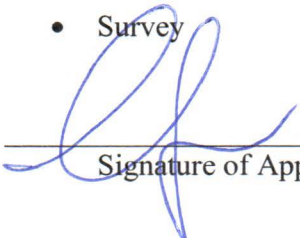
Give a brief explanation why the applicant believes the Board should grant the requested variance: \_\_\_\_\_

THE DAYON PRESENTS A BARRIER THAT DOES  
NOT FULLY ALLOW TOTAL USE OF THE LOT. ALSO  
THE FLOODWAY IMPACTS THE ABILITY OF TO USE THE  
AVAILABLE LAND.

Give any information the applicant believes to be relevant to the Board's consideration of the matter: \_\_\_\_\_

**The following items are required to be submitted with application:**

- Letter of denial from the building official
- Site Plan
- Survey

  
Signature of Applicant

4.24.25  
Date



**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*

Date: 04/23/2025

## NOTICE OF PLAN REVIEW STATUS

The following plans are not approved for construction

Address: 15 Hedwig Shadows

1. Proposed pool does not meet the minimum distance from other buildings.
  - a. Sec. 44-162 Accessory Structures
    - i. (2) No separate accessory structure or automobile shelter shall be erected within five feet of any property line or other building.
  - b. Sec. 44-157 Use Regulations
    - i. (5) Swimming pools.
      - a. Generally. An outdoor swimming pool shall be permitted as an accessory use or structure...

The governing code for the City of Hunters Creek are the 2021 I-Codes and the 2020 N.E.C.

Thank you,  
Henry Rivas C.B.O.  
City of Hunters Creek



**CITY OF HUNTERS CREEK VILLAGE, TEXAS  
BOARD OF ADJUSTMENT  
APPLICATION FOR REQUEST FOR VARIANCE**

*A \$300.00 non-refundable fee is due upon submission of the application.*

**PROPERTY INFORMATION FOR WHICH VARIANCE BEING REQUESTED:**

Address: 325 Ripple Creek  
Legal Description: Lot 13 Block: 1 Subdivision: Ripple Creek R/P

**APPLICANT INFORMATION:**

Sue Shaper	832-528-6555		
Property Owner	Telephone Number		
325 Ripple Creek	Houston.	TX	77024
Street Address	City	State	Zip Code

**The provision of the zoning chapter from which the applicant seeks:** \_\_\_\_\_  
Front Building Setback

**Give a description of the specific variance the applicant seeks:** \_\_\_\_\_  
Keep the 30 foot front setback

**Give a brief explanation why the applicant believes the Board should grant the requested variance:** \_\_\_\_\_  
Most of the lot is in the flood plain and is not buildable

**Give any information the applicant believes to be relevant to the Board's consideration of the matter:** \_\_\_\_\_

**The following items are required to be submitted with application:**

- Letter of denial from the building official
- Site Plan
- Survey

  
Signature of Applicant

4/21/2015  
Date