

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, August 4, 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. AGENDA ITEMS
    - 1. Discussion and possible action to consider approval of the minutes of the regular meeting on June 2, 2025.
    - 2. Discussion and possible action to consider a potential amendment to the City's Zoning Ordinance regarding rules and regulations for walls and fences and defining "masonry".
    - 3. 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: July 31, 2025 at 3:00 pm, and remained so posted continuously for at least 72 hours before said meeting was convened.

A handwritten signature in blue ink that reads "Tom Fullen".

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**  
**June 2, 2025**

The Planning and Zoning Commission of the City of Hunters Creek Village, Texas, convened a regular meeting on June 2, 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 6:00 p.m. by Chairman Bill Dalton. In attendance were Commissioners Bill Dalton, David Childers, John Abercrombie, Charles Martin, and Brent Fredricks. Also, in attendance were Tim Kirwin, City Attorney, and Tom Fullen, City Administrator.**

B. PUBLIC COMMENTS Public comments are limited to three (3) minutes

**No Comments.**

C. AGENDA ITEMS

1. Discussion and possible action to consider approval of the minutes of the special meeting on March 31, 2025.

**Commissioner Childers made a motion to approve of the minutes of the March 31, 2025, meeting. Commissioner Martin seconded the motion, and the motion was carried unanimously.**

2. Discussion and possible action to amend the Zoning Ordinance regarding residential district regulations including dwelling and parking regulations.

**No action.**

3. Discussion and possible action to consider a potential amendment to the City's Zoning Ordinance to add a definition for the term "masonry"—including applicable materials and manner of construction—as used in Section 44-163(4) of the Ordinance, thereof concerning the walls required along the side or rear property lines adjacent to Voss or Memorial Road.

***Item taken out of order.***

**Commissioner Abercrombie made a motion to approve an amendment to the City's Zoning Ordinance to add a definition for the term "masonry"—including applicable materials and manner of construction—as used in Section 44-163(4) of the Ordinance, thereof concerning the walls required along the side or rear property lines**

adjacent to Voss or Memorial Road, with the amendment to take out the word “fence” and define masonry to include clay brick, stone, rock, concrete block and precast concrete wall panels of a specific thickness. Commissioner Fredricks seconded the motion, and the motion was carried unanimously.

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

**No Action.**

5. ADJOURN OPEN MEETING

**The meeting adjourned at 7:15 p.m.**

Respectfully Submitted,

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Tom Fullen, City Administrator  
Acting City Secretary

These minutes were approved on the \_\_\_\_ day of August 2025.



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

**AGENDA DATE:**

**August 4, 2025**

**AGENDA SUBJECT:**

**Discussion and possible action to consider a potential amendment to the City's Zoning Ordinance regarding rules and regulations for walls and fences and defining "masonry".**

**EXHIBITS:**

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## Sec. 44-163. Fences and walls.

The following fence and wall requirements apply to district R:

- (1) *Perimeter fences generally.* Fences shall be generally permitted on the perimeter of the property involved subject to the limitations in subsections (2) through (13) of this section.
- (2) *Fences in front of front building line.* No fences or wall shall be permitted in front of the front building line of the property involved unless the front yard is contiguous to Voss Road or Memorial Drive.
- (3) *Height limitations generally.* No fence or wall shall exceed eight feet from the top of the natural grade of the property, except along Voss Road or Memorial Drive or as specifically provided below.
  - a. *Columns and finials.* Except as otherwise provided, columns, finials, and other similar decorative elements shall not be included in the measurement of the height of a fence or wall for purpose of applying the limitation on maximum height, provided that:
    1. The total height of each individual column, finial or other decorative element does not exceed 12 inches from the top of the fence or wall; and
    2. No portion of any individual column, finial or decorative element exceeds 24 inches in width, and the columns, finials, or other decorative elements are either spaced at least four feet apart or separated by the width of a gate opening.
  - b. *Gates.* The top of a gate may be up to 12 inches higher than the allowed height of the fence or wall.
  - c. *Wing walls.* A wall that extends out from, and parallel to the front wall of the main residential structure may exceed eight feet in height provided that:
    1. The wall is constructed of the same materials as, and is identical in appearance to, the front wall of the main structure;
    2. The wall, exclusive of finials and other decorative elements, does not exceed one-third of the height of the main residence; and
    3. Any portions of the wall that exceed eight feet in height do not extend into any required side yards.
- (4) *Special rules for ~~fences and~~ walls on rear or side property lines facing Voss or Memorial.* A ~~fence or~~ wall of a minimum of seven feet in height shall be required along the rear or side property line where the rear or side line of the property involved is adjacent to Voss Road or Memorial Drive. Such ~~fence or~~ wall along Voss Road or Memorial Drive shall be not less than seven feet nor more than nine feet from the top of the natural grade of the property. Piers, pillars or columns used for such ~~fence or~~ wall supports or architectural enhancement shall be allowed to exceed the nine feet allowable height, but shall not be used to violate the nine-foot maximum allowable height specified in this chapter. Where a curb-and-guttered street is adjacent to the ~~fence or~~ wall or property line, the height restriction shall, however, be measured for the purposes of this chapter from the top of natural grade or the top of the abutting curb, whichever is higher. Any rear or side property line ~~fence or~~ wall along Voss Road or Memorial Drive shall be ~~of brick or masonry construction.~~ For purposes of this subsection and subsections (5), (9), (10) and (11) below, masonry shall mean (i) clay brick, stone, rock, concrete block, or other materials of equal characteristics, which in each case in this clause (x) is laid up unit by unit set in mortar or installed in a manner to resemble such look and (y) is at least two and one quarter inch thick; or (ii) precast concrete wall panels set between precast concrete or masonry columns if the precast concrete wall panels have a decorative finish that resembles masonry and are at least two and one quarter inch thick.

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- (5) *Special rules for fences and walls on or behind front property lines facing Voss or Memorial.* A fence or wall shall be permitted, subject to the following limitations, along or behind the front property line of any property fronting on Voss Road or Memorial Drive, Such fence ~~or wall~~ may be of wrought iron only, or wall may be brick or masonry only construction. There shall be applicable the height limitations and the same requirements outlined above for side and rear fences or walls, with the exception that no minimum requirements for fence or wall height shall be applicable.
- (6) *Special setback requirements for gates along Voss and Memorial.* Each gate of any entrance drive or driveway off Voss Road or Memorial Drive shall setback a minimum of 20 feet from the back of curb or pavement edge to the gate location in order to afford a vehicle standing area within such drive or driveway off the main travel lanes on Voss Road or Memorial Drive, as the case may be.
- (7) *Setback at street intersections.* Any fence or wall located at any street intersection shall be setback or stepped down to afford full sight distance at the intersection involved.
- (8) *General intent of the regulations.* The overall intent of this section is to allow property owners to fence or wall their properties from and including the front building line to and around the back yard, with the exception in the case of any property fronting on Voss Road or Memorial Drive hereinabove specified. The intent of the provisions relating to any property along Voss Road or Memorial Drive is to promote safety of the residents and the traveling public, property protection and to reduce noise along Voss Road or Memorial Drive.
- (9) *Front facing fences.* No fence or wall shall be permitted in front of a residence except as provided above for properties fronting on Voss or Memorial, or as provided below for other properties.
- a. *Exception for driveway enclosures.* A fence or wall shall be permitted along or behind the front building line, regardless of where the residence is located on the lot if:
1. The fence or wall is used for the purpose of enclosing a driveway;
  2. The portion of the fence that faces the front building line is 30 feet or less in length; and
  3. The fence or wall is constructed of wrought iron or its equivalent or wood or masonry.
- b. *Exception for courtyard walls.* A fence or wall shall be permitted along or behind the front building line, and in front of the residence, if:
1. The fence or wall is used for the purpose of enclosing a courtyard, patio or similar area in front of the residence;
  2. The fence or wall is no wider than the front of the residence and is connected to the residence at both ends; and
  3. The fence or wall is constructed of:
    - (i) Materials that are either identical to the materials of which the front of the residence is constructed or substantially similar in appearance to those materials; or
    - (ii) Masonry or wrought iron or its equivalent.
  4. A fence or wall that meets the requirements of this subsection (9)b. may exceed sever\* eight feet in height but may not exceed the maximum height limitations for buildings in District R.
  5. The area enclosed by the fence or wall shall be included as building area for the purpose of calculating the maximum building area under section 44-160(3)a.

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- (10) *Special rules for fences or walls crossing gullies.* Any fence or wall crossing a bayou, ravine, gully or naturally hilly area shall have the height interpreted by the city engineer to meet the intent of this chapter. Material selection for the fence or wall crossing a bayou, ravine, or gully may be wood, masonry, brick or wrought iron as approved by the city engineer, as long as the natural flow of the drainage area is not impeded. If the interpretation by the city engineer under this subsection (10) is not acceptable to the owner, such owner may appeal such decision to the board of adjustment for a final determination.
  - (11) *Engineering requirements for certain fences or walls.* Any masonry fence or wall more than seven feet in height shall require a geotechnical report and the foundation designed by a state-registered professional engineer. In lieu of the above requirements a standard minimum design will be available at the offices of the city.
  - (12) *Special rules for preserving trees.* Controlling over any provisions of this chapter to the contrary, wrought iron and wood sections of any fence or wall shall be permitted to the extent necessary to avoid removing trees.
  - (13) *Construction and maintenance standards.* Any fence or wall required or permitted under this chapter shall be constructed, repaired, maintained and replaced in order to be in a good, safe, and nonhazardous condition at the risk, cost, and expense of the owner of the property involved.

(Ord. No. 482, § 1, 10-20-1992; Ord. No. 660, § 1, 1-17-2006; Ord. No. 667, § 1, 4-18-2006; Ord. No. 728, §§ 1—4, 11-18-2008; Ord. No. 2016-863, § 1, 6-28-2016)