

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 on **Monday, November 17, 2025, at 6:00 p.m.** in City Hall, #1 Hunters Creek Place, Houston, Texas 77024, to consider the following items.

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 Teresa Clarke for a variance to Section 44-161(2) a.2 of the Zoning Chapter, Automobile Shelters, at 306 Lindenwood Drive, Hunters Creek Village, Texas, 77024 (also known as Lot 35, Block 3, Memorial Drive Manor Subdivision) to allow a detached garage of greater than 600 sq ft. in area.
- C. **AGENDA ITEM**
1. Discussion and possible action to approve the minutes of the October 20, 2025, meeting.
 2. Discussion and possible action on an application from Teresa Clarke for a variance to Section 44-161(2) a.2 of the Zoning Chapter, Automobile Shelters, at 306 Lindenwood Drive, Hunters Creek Village, Texas 77024 (also known as Lot 35, Block 3, Memorial Drive Manor Subdivision) to allow a detached garage of greater than 600 sq ft. in area.

Adjourn Open Meeting

**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 Monday, November 17, 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 Teresa Clarke for a variance to Section 44-161(2) a.2 of the Zoning Chapter, Automobile Shelters, at 306 Lindenwood Drive, Hunters Creek Village, Texas, 77024 (also known as Lot 35, Block 3, Memorial Drive Manor Subdivision) to allow a detached garage of greater than 600 sq ft. in area.

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.



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

AGENDA DATE: November 17, 2025
AGENDA SUBJECT: Discussion and possible action to approve the minutes of the October 20, 2025, meeting.
EXHIBITS: Draft Minutes

**CITY OF HUNTERS CREEK VILLAGE, TEXAS
MINUTES OF THE
BOARD OF ADJUSTMENT
OCTOBER 20, 2025**

The Board of Adjustment of the City of Hunters Creek Village, Texas, convened a regular meeting on October 20, 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.

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, and Kelly Somoza, as well as alternate Board Members, Brady Dodson and Paul Gregory. Also present were: Tom Fullen, City Administrator, Timothy Kirwin, City Attorney, and Jessica Pierce, Assistant City Secretary.

- 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. PUBLIC HEARING

- An application from Bryan & Selina Stanford for a variance to Section 44-160(2)c of the Zoning Chapter, Area Regulations, at 922 Flint River Drive, Hunters Creek Village, Texas, 77024 (also known as, Lot 13, Block 1, Tara Oaks Subdivision) to allow the rear yard setback to be at 10ft instead of 25ft.

Open Public Hearing: 6:01 p.m.

Comments: No comments.

Close Public Hearing: 6:02 p.m.

- C. REGULAR AGENDA

1. Discussion and possible action to approve the minutes of the July 14, 2025, meeting.

Board Member Pearson made a motion to approve the minutes of the July 14, 2025, meeting. Board Member Somoza seconded the motion, and the motion carried unanimously.

2. Discussion and possible action on an application from Bryan & Selina Stanford for a variance to Section 44-160(2)c of the Zoning Chapter, Area Regulations, at 922 Flint River Drive, Hunters Creek Village, Texas, 77024 (also known as Lot 13, Block 1, Tara Oaks Subdivision) to allow the rear yard setback to be at 10ft instead of 25ft.

City Attorney Kirwin read the criteria contained in a proposed Order to grant a variance to the Board and the findings that would need to make to grant a variance. After hearing the criteria and findings, Board Member Gregory made a motion to grant the application from Bryan & Selina Stanford for a variance to Section 44-160(2)c of the Zoning Chapter, Area Regulations, at 922 Flint River Drive, Hunters Creek Village, Texas, 77024 (also known as Lot 13, Block 1, Tara Oaks Subdivision) to allow the rear yard setback to be at 10ft instead of 25ft, with the condition that there shall be no utility or aerial easement encroachment. Board Member Somoza seconded the motion, and the motion carried unanimously.

C. ADJOURNMENT

At 6:18 p.m., the meeting adjourned.

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

Brad Klein, Chairman

ATTEST:

Tom Fullen, City Administrator
Acting City Secretary



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

AGENDA DATE: November 17, 2025
AGENDA SUBJECT: Discussion and possible action on an application from Teresa Clarke for a variance to Section 44-161(2) a.2 of the Zoning Chapter, Automobile Shelters, at 306 Lindenwood Drive, Hunters Creek Village, Texas 77024 (also known as Lot 35, Block 3, Memorial Drive Manor Subdivision) to allow a detached garage of greater than 600 sq ft. in area.

EXHIBITS: Variance Application

RECEIVED

OCT 10 2025

BY: Jessi M. 11:25 AM

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: 306 Lindenwood Drive, Houston TX 77024

Legal Description: Lot 35 Block: 3 Subdivision: Memorial Drive Manor R/P

APPLICANT INFORMATION:

Teresa E. Clarke 832-270-9107
Property Owner Telephone Number

306 Lindenwood Dr. Houston Texas 77024
Street Address City State Zip Code

The provision of the zoning chapter from which the applicant seeks: Hunters Creek Village Code of Ordinances, Sec. 44-161(2)(a) — Reduced setbacks and size limitations for detached garages.

Give a description of the specific variance the applicant seeks: Permission to reconstruct a detached garage at 306 Lindenwood Drive with an area greater than 600 sq ft and a height that allows conditioned second-floor storage, while maintaining the original footprint and setbacks of the prior structure.

Give a brief explanation why the applicant believes the Board should grant the requested variance: The original garage was legally nonconforming and was destroyed 2024 derecho storm. Strict application of the current code would materially reduce the size and functionality of the garage compared to what existed when the home was purchased, diminishing the property's value. Granting the variance restores what was lost due to an extraordinary natural event beyond the owner's control.

Give any information the applicant believes to be relevant to the Board's consideration of the matter: The proposed design closely matches the prior structure's scale and style. The hardship arises from storm damage, not self-created conditions, and enforcing current restrictions would impose an unnecessary burden without advancing health or safety.

The following items are required to be submitted with application:

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

Signature of Applicant

10-9-25

Date

10/8/25
Hunters Creek Village Board of Adjustment
1 Hunters Creek Place
Hunters Creek Village, Texas 77024

Re: 306 Lindenwood

Dear Members of the Board:

In 2023, I purchased a home at 306 Lindenwood, with the realization of this home needing a complete remodel but planned to keep the existing garage with quarters above with minor updates. The garage is not attached to the home. The home was built in the 70's making it 50 years old.

In June/July of 2024, we were hit by two unprecedented storms, Beryl and the derecho. Two large pine trees fell into my backyard and completely destroyed my three-car garage, which had air-conditioned living quarters above, as well two fences.

Fortunately, the slab was in good shape so we decided to just rebuild the same garage that was pre-existing, without the upstairs living quarters because they're no longer allowed. The city informed us that in the 1970's, the home was built according to the existing ordinances but now is not in compliance. Using today's ordinance limits (Sec. 44-161), the City Compliance would force a much smaller, less functional garage which will reduce the overall property value as well as the usable space we originally purchased.

We are requesting a variance to build my garage on the existing footprint while preserving the neighborhood's established character. This request is only due to the historic natural disasters we all experienced last summer and wouldn't be a conversation otherwise. Granting the relief will not impair any of the adjacent properties or the public interest.

Since my builder, Erin Stetzer Homes, is unable to get a certificate of occupancy on the main house until the Board approves our continuation, I am asking that if there is ANY way we can somehow expedite this process, I would so appreciate it. I am investing more than \$2m in this property and have been working on it for over a year.

We have lost way too much time on this project because of an ordinance on removing 50% of the drywall requiring interior sprinkler systems. We were shut down for four months until I got on the agenda to speak before the Council. The decision to allow me to replace all the drywall with new. The ordinance would otherwise require me to only replace 50% of the drywall but tie into the remaining 50-year-old moldy drywall. The request was granted based on the unprecedented storms of 2024 and I am asking the same of the Board, hoping somehow, we don't have to go through all the postings and notifications because that will push us into the holidays. Is there ANY way I can be granted to simply reconstruct my garage to the garage it was when I purchased it in November 2023.

Piney Point told their residents that they had a year to reconstruct any and all original structures damaged by the storms without all the documentation. I am asking the same of the Board of Adjustments.

I appreciate the Board's thoughtful consideration and respectfully request approval of the variance in order to restore the property and move in on my expected date of March 1. The previous delays cost me more than one would think and am hoping we can approve this without delay.

Many thanks,
Resa Clarke

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: 5/5/2025

NOTICE OF PLAN REVIEW STATUS

The following re-submitted plans are not approved for construction

Address: 306 Lindenwood Dr.

1. The house plans will need to show the fastener schedule for the steel to nominal lumber.
2. The square footage of each area or room that has been altered, demolished, renovated or restored shall be shown on the plans.
3. No information on the condition or integrity of the existing foundations was provided to the city with this plan submittal.
4. The detached garage building area calculations shall be shown on the plans.
5. The detached garage shall meet the setback and opening requirements of Sec.44-161(2) a, 1 ,2, 3 (i) (ii).
6. The detached garage shall be designed to meet the wind load design for the area of 134 mph.

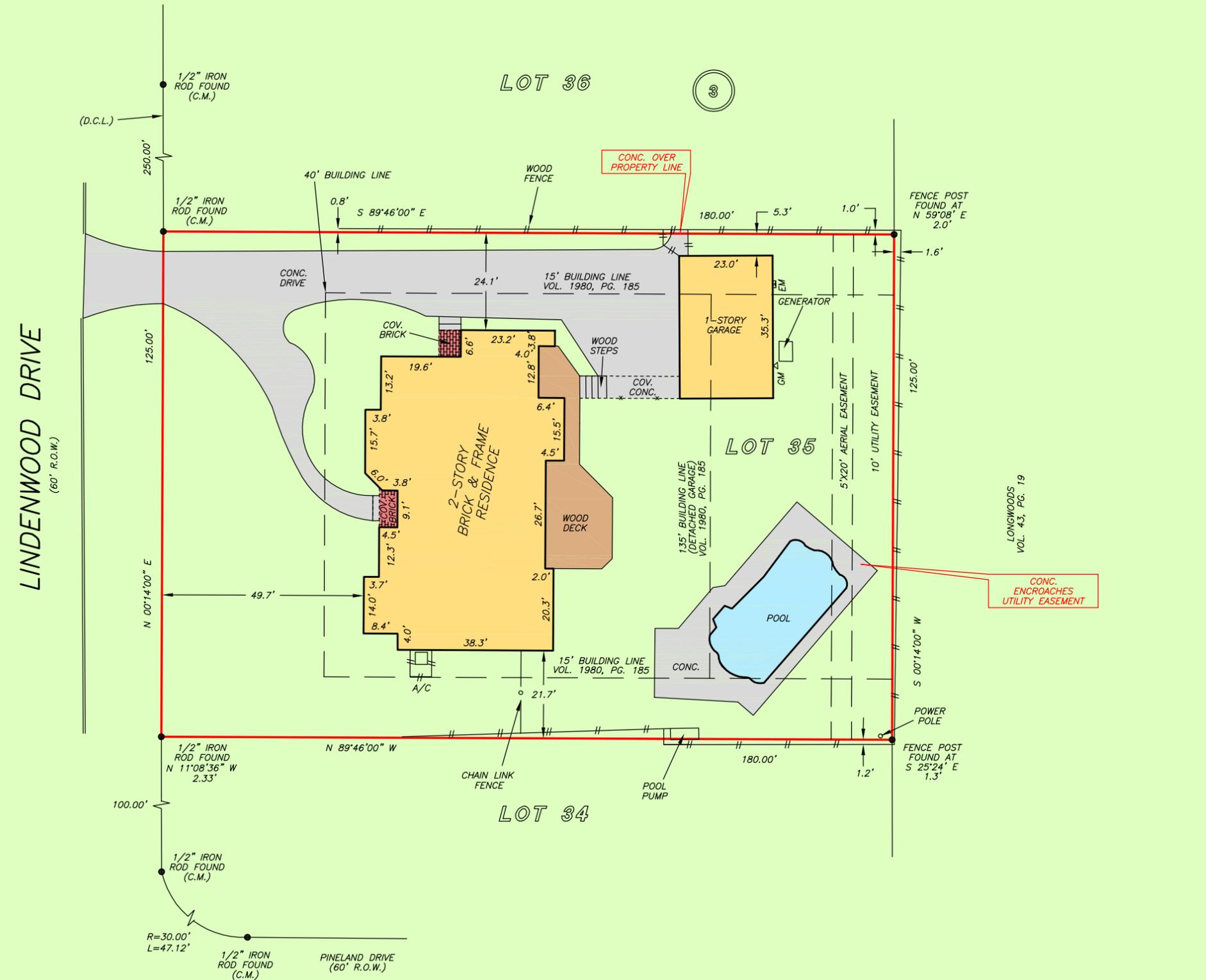
The governing code for the City of Hunters Creek are the 2021 I-Codes and the 2020 N.E.C.

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

GF. NO. TH23203015-P TITLE HOUSTON HOLDINGS
 ADDRESS: 306 LINDENWOOD DRIVE
 HOUSTON, TEXAS 77024
 BORROWER: TERESA E. CLARKE

LOT 35, BLOCK 3
REPLAT OF MEMORIAL DRIVE MANOR
 AN ADDITION IN HARRIS COUNTY, TEXAS
 ACCORDING TO THE MAP OR PLAT THEREOF RECORDED
 IN VOLUME 32, PAGE 18 OF THE MAP RECORDS
 OF HARRIS COUNTY, TEXAS

SCALE: 1" = 30'



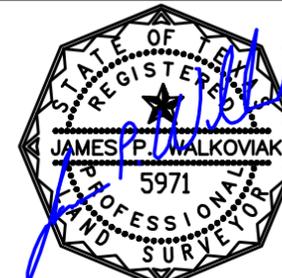
THIS PROPERTY DOES NOT LIE WITHIN THE 100 YEAR FLOOD PLAIN AS PER FIRM PANEL NO. 48201C 0665 M MAP REVISION: 06/09/2014 ZONE X-SHADED
 BASED ONLY ON VISUAL EXAMINATION OF MAPS. INACCURACIES OF FEMA MAPS PREVENT EXACT DETERMINATION WITHOUT DETAILED FIELD STUDY.

A SUBSURFACE INVESTIGATION WAS BEYOND THE SCOPE OF THIS SURVEY

D.C.L. = DIRECTIONAL CONTROL LINE
 RECORD BEARING: VOL. 32, PG. 18, H.C.M.R. DRAWN BY: RE

I HEREBY CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND, THAT THIS PLAT CORRECTLY REPRESENTS THE FACTS FOUND AT THE TIME OF SURVEY AND THAT THERE ARE NO ENCROACHMENTS APPARENT ON THE GROUND, EXCEPT AS SHOWN HEREON. THIS SURVEY IS CERTIFIED FOR THIS TRANSACTION ONLY AND ABSTRACTING PROVIDED IN THE ABOVE REFERENCED TITLE COMMITMENT WAS RELIED UPON IN PREPARATION OF THIS SURVEY.

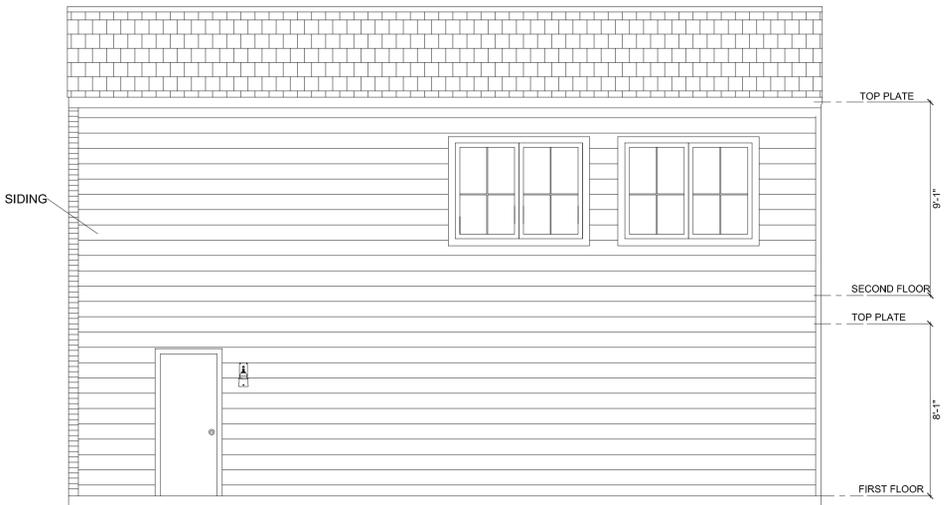
JAMES P. WALKOWIAK
 PROFESSIONAL LAND SURVEYOR
 NO. 5971
 JOB NO. 23-08635
 NOVEMBER 14, 2023



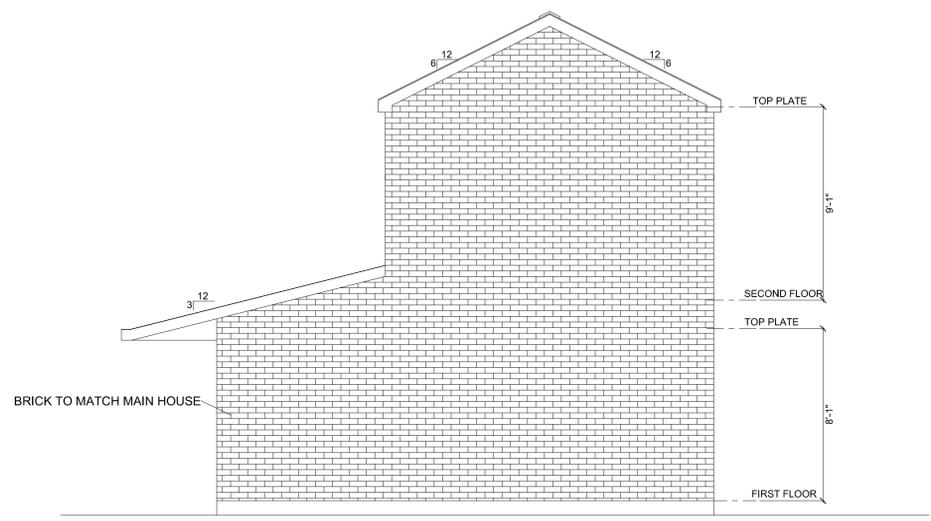
1-800-LANDSURVEY
 www.precisionurveyors.com
 281-496-1586 FAX 281-496-1867 210-829-4941 FAX 210-829-1555
 950 THREADNEEDLE STREET SUITE 150 HOUSTON, TEXAS 77079 1777 NE LOOP 410 SUITE 600 SAN ANTONIO, TEXAS 78217
 FIRM NO. 10063700



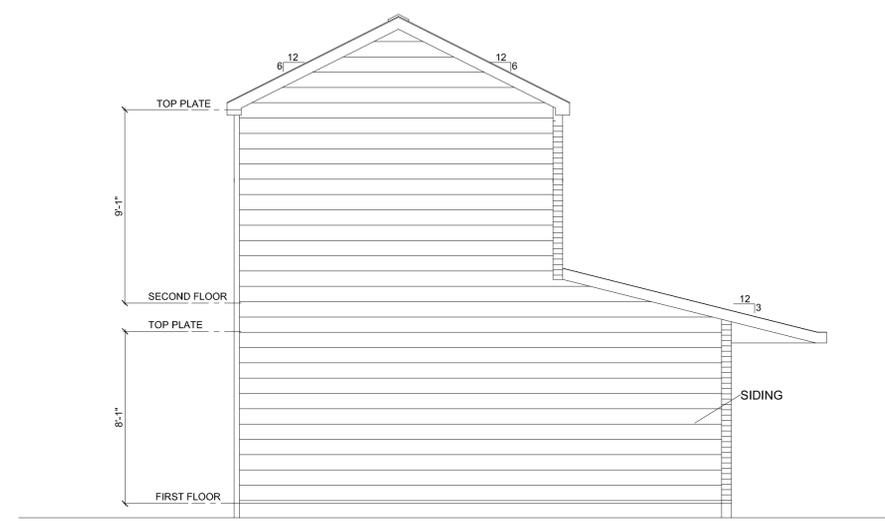
GARAGE
WEST ELEVATION



GARAGE
EAST ELEVATION



GARAGE
SOUTH ELEVATION



GARAGE
NORTH ELEVATION

ALL DIMENSIONS & SIZE DESIGNATIONS GIVEN ARE SUBJECT TO VERIFICATION AT JOBSITE.