



City of
BUNKER HILL VILLAGE

**APPLICATION FOR
SPECIFIC USE PERMIT**

Entity Making Application: PARATUS MEMORIAL

Representative's Name: BEAU DOLLINS

Mailing Address: 11750 MEMORIAL DR Zip: 77024

Property Address (If Different): _____

Phone: 832-647-5698 Email: BEAU@PARATUSCLASSICALACADEMY.ORG

Category of Project (See 8.02 Below) A & E Zoning District A B

Description of Project: Modify the existing SUP to allow for the playground(s) to be moved further to south and west to the proposed locations on the proposed modified exhibits, utilizing westward facing portions of the property towards the City of Houston that will further contain the locations of the playground(s). Modify the existing SUP with the proposed fencing and gates in accordance with the descriptions and examples included with this application's exhibits to allow for the property to both be secured and allow for additional safety of children from vehicles and pedestrians on Memorial Drive.

(This description may be used for all meeting and public notices)

Comments for Consideration of the Application: Paratus Memorial would like to modify the existing SUP in order to provide for safer playground environment for children by both moving the playgrounds to more protected areas of the property and allow for fencing to ensure that a child could not easily access Memorial Drive. Currently, there is no cross fencing or barrier to restrict a child from reaching Memorial Dr, which could easily cause an unsafe and potentially deadly situation. Additionally, Paratus Memorial would like to include some interior cross-fencing and gates to further secure the property, including the ability to repair an

existing fence or have a uniformed fence along the eastside of the property for the protection and safety of children.

Signature of Applicant 

Date 8/9/21

Attachments as applicable:

- Site Plan
- Any Additional Information

A fee of \$1,000.00 is required for processing

§ 8.01. - Purpose.

The purpose of the regulations described in this article is to allow within the city the proper integration of uses which may be suitable only in specific locations within the city's two (2) zoning districts.

§ 8.02. - Uses requiring permits.

In addition to the certificate of zoning compliance called for in this ordinance, a specific use permit shall be required before any of the following specific uses will be permitted within either of the two (2) zoning districts of the city:

- A. *Churches.* Churches or other places of religious worship.
- B. *Subdivision or homeowner association recreation centers.* Subdivision or homeowners association swimming pools and recreation centers.
- C. *Utility regulator stations.* Gas, electric, or public utility regulator stations.
- D. *Telecommunications facilities.* Buildings, equipment, transmission/receiving towers, and other necessary ancillary structures of telecommunications providers. Provided, however, no specific use permit for a telecommunications facility shall be approved if:
 - 1. The proposed facility would adversely affect the residential integrity of adjacent or area neighborhoods;
 - 2. The proposed facility would create visual blight;
 - 3. The proposed facility would create noise or light pollution; or
 - 4. The proposed facility would create a nuisance to adjacent or area properties; and
 - 5. The applicant is unable to establish that it cannot provide service to the city from other available locations or existing facilities;
 - 6. The proposed facility would fail to utilize state of the art technology to achieve the above objectives; or
 - 7. The proposed facility would fail to comply with all safety standards promulgated by the Federal Communications Commission, or other agency having jurisdiction thereover.Provided further, each applicant for a specific use permit shall demonstrate that in designing the proposed telecommunications facility it has utilized state of the art technology to minimize adverse effects to the residential integrity of surrounding or area residential properties. In addition, each facility authorized hereby shall comply fully with all applicable safety standards established or hereafter promulgated by any state or federal law, or agency rule or regulation, applicable thereto.
- E. *Educational facilities.* Public or private, primary or secondary institutions of learning.

(Ord. No. 97-200, § 1, 8-19-97; Ord. No. 11-404, § 2, 9-20-11)

§ 8.03. - Procedure.

A specific use permit is an amendment to the district regulations of this ordinance and permits the permanent establishment of a specific use within a zoning district. The following conditions and procedures shall attend an application for a specific use permit:

- A. *Amendment required.* The director of public works shall not issue a certificate of zoning compliance for such specific uses as may be hereafter created, changed, converted, or enlarged, in whole or in part, until and unless a specific use permit has been obtained in accordance with the amendment procedures set forth in article XIII of this ordinance.
- B. *Application requirements.* Application for a specific use permit shall be made by the property owner or his or its certified agent or representative to the planning and zoning commission on forms prescribed for that purpose by the city council. Such application shall be accompanied by a plot plan as set forth in section 10.04 of this ordinance. Specific use permits, revocable, conditional, or valid for a term period, may be issued for any of the uses or purposes for which such permits are required or permitted by the terms hereof. Granting a specific use permit does not exempt the applicant from complying with the requirements of the building code and all other ordinances of the city.
- C. *Considerations.* In considering any application for a specific use permit, the planning and zoning commission shall give due regard to the nature and condition of all adjacent land, uses, and structures. Such commission may recommend disapproval of an application for a specific use permit or approval subject to such requirements and conditions with respect to

location, construction, maintenance, and operation, in addition to the regulations of the district in which the particular use is located, as it may deem necessary for the protection of adjacent properties and the public interest.

§ 8.04. - Planning and zoning commission report.

Before any specific use is permitted in the applicable zoning district, a report from the planning and zoning commission must be directed to the city council accompanied by the commission's recommendation for approval or denial. The report shall include, but need not be limited to, the following:

- A. *Ingress and egress.* Ingress and egress to the property and proposed structures thereon, with particular reference to automobile and pedestrian safety and convenience, traffic flow and control, and access in the event of fire or other catastrophe.
- B. *Off-street parking.* Off-street parking and loading areas where required, with particular attention to the items set forth in subsection A of this section, and the economic, noise, glare, and other affects [effects] of the specific use on adjoining properties and other properties generally in the district and city.
- C. *Service areas.* Refuse and service areas, with particular reference to the items set forth in subsections A and B of this section.

- D. *Utilities.* Utilities with reference to location, availability, and compatibility.
- E. *Screening and buffering.* Screening and buffering, either or both, with reference to type, dimensions, and character.
- F. *Signs and lighting.* Sign location and size, proposed exterior lighting with reference to glare and traffic safety and compatibility and harmony with adjacent property and other properties generally in the district and city.
- G. *Yards and open spaces.* Landscaping and required yards, open spaces, and building setback lines.
- H. *Compatibility.* General compatibility with adjacent properties and other properties in the district and city.
- I. *Conformity.* The conformity of the proposed use with the requirements and intent of this ordinance and the comprehensive plan of the city.

§ 8.05. - City council action.

The city council may accept or reject the recommendation of the planning and zoning commission and in conjunction therewith may grant or deny the application for a specific use permit. Every specific use permit granted by the city council shall be considered an amendment to this ordinance, as applicable to such property. In granting such permit, the city council may impose conditions which must be complied with by the grantee thereof before a certificate of zoning compliance may be issued by the director of public works for the use of the buildings and structures on such property pursuant to said specific use permit. Such conditions shall not be construed as conditions precedent to the granting of the specific use permit, but shall be construed as conditions precedent to the granting of a certificate of zoning compliance. Following the passage of a specific use permit ordinance by the city council, the director of public works may issue a building permit for the pertinent property as provided in article X hereof, and shall insure that development of such property is undertaken and completed in accordance with such specific use and building permits.

Cross reference— City council, § 2-26 et seq.

ORDINANCE NO. 20-528

AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, AMENDING APPENDIX "A" OF THE CODE OF ORDINANCES OF THE CITY, SAME BEING THE COMPREHENSIVE ZONING ORDINANCE OF SAID CITY, BY GRANTING A SPECIFIC USE PERMIT TO THE PARATUS MEMORIAL, 11750 MEMORIAL DRIVE FOR RELIGIOUS AND EDUCATIONAL PURPOSES; PROVIDING FOR REPEAL; PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED \$2000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF; AND PROVIDING FOR SEVERABILITY.

WHEREAS, Section 8.02 of Appendix "A: of the Code of Ordinances of the City of Bunker Hill Village, Texas, said Appendix "A" being the comprehensive zoning ordinance of said City, permits the use of educational and religious facilities only pursuant to a specific use permit granted in accordance with Article VIII of said Appendix "A"; and

WHEREAS, The Memorial Drive Christian Church has been in use on the premises at 11750 Memorial Drive located within said City, since the City's incorporation in 1954; and

WHEREAS, The Paratus Memorial has applied for a specific use permit to authorize the use of educational and religious facilities on the premises at 11750 Memorial Drive located within said City, in accordance with the plan attached hereto as Exhibit "A" and made a part hereof; and

WHEREAS, the Planning & Zoning Commission of said City, after notice and hearings as required by law, has recommended that the City Council grant the specific use permit; and

WHEREAS, the City Council, following notice and hearing as required by law, concurs with the recommendation of the Planning & Zoning Commission that such specific use permit should be granted; now, therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS:

Section 1. A specific use permit authorizing the use of an educational and religious facility, to be located on the premises of 11750 Memorial Drive, Bunker Hill

Village, Texas, is hereby granted in accordance with the site plan attached hereto as Exhibit "A" and in accordance with and subject to the special terms and conditions set forth in Section 2 of this Ordinance. Said Exhibit "A" is made a part of this Ordinance for all purposes.

Section 2. The granting of the Specific Use Permit as set forth in Section 1 above is subject to the following additional terms and conditions:

- a. All areas of the building will be used for education and religious use and shall meet all requirements of the Fire Code as approved by the City and administered by the Village Fire Department Fire Marshall.
- b. The parking consists of 160 parking spaces. Parking on or along Memorial Drive shall be prohibited and unlawful; there shall be no school zones installed; all stacking of vehicles shall be on the property, as proposed in the parking and traffic plan as shown in Exhibit C attached hereto; there shall be no negative impact to the traffic on Memorial Drive. Additional parking may be arranged offsite at other off-street parking facilities.
- c. The maximum number of students on site at any given time shall not exceed the capacity of the area as required by the Fire Code approved by the City and administered by the Village Fire Department Fire Marshall. The layout of the buildings are shown on Exhibit B attached hereto.
- d. All food services shall comply with the City and County's public health requirements.
- e. The existing playground and outdoor space as shown in Exhibit A is designated for play. Any additional playgrounds or play areas or any expansion of currently existing playgrounds or play areas will require an amendment to this Specific Use Permit.
- f. The two existing signs will be permitted on the site at the locations shown on Exhibit D.

- g. The existing lighting of the parking lot will continue as currently shown on Exhibit E and will continue in accordance with the current operations via a sensor device. Any future adjustments or modifications to the exterior lighting shall comply with the then current lighting standard or will require an amendment to the Specific Use Permit.
- h. Worship and religious services, community meetings, day care, preschool, educational, religious, and community related opportunities may continue in the facilities. All uses and events shall follow the regulations set forth in Section 10-74 of the City's Code of Ordinances.
- i. The site shall be maintained in accordance with the attached site plan (Exhibit A).
- j. All operations not regulated herein shall comply with all City ordinances.

Section 3. Repeal. All ordinances or parts of ordinances inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

Section 4. Penalty. Any person who shall violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$2000. Each day of violation shall constitute a separate offense.

Section 5. Severability. In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Bunker Hill Village, Texas, declares that it would have passed each and every part of the same

notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED, APPROVED, AND ORDAINED this 18th day of August, 2020



Robert P. Lord, Mayor

ATTEST:



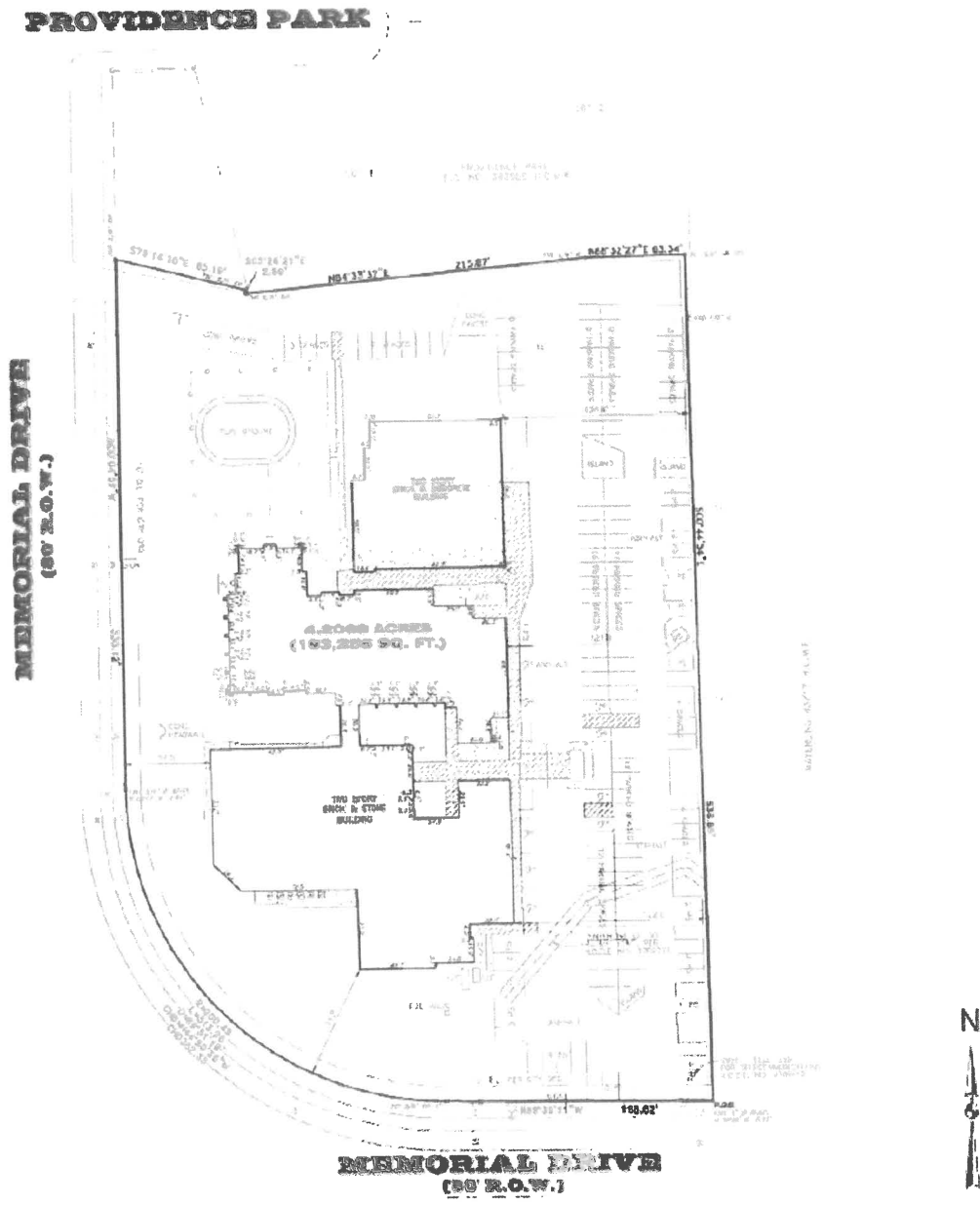
Karen H. Glynn, Acting City Secretary

Exhibits:

- A Site Plan
- B Floor Plan for Educational Purposes
- C Traffic Plan
- D Sign Renderings & Locations
- E Lighting Layout

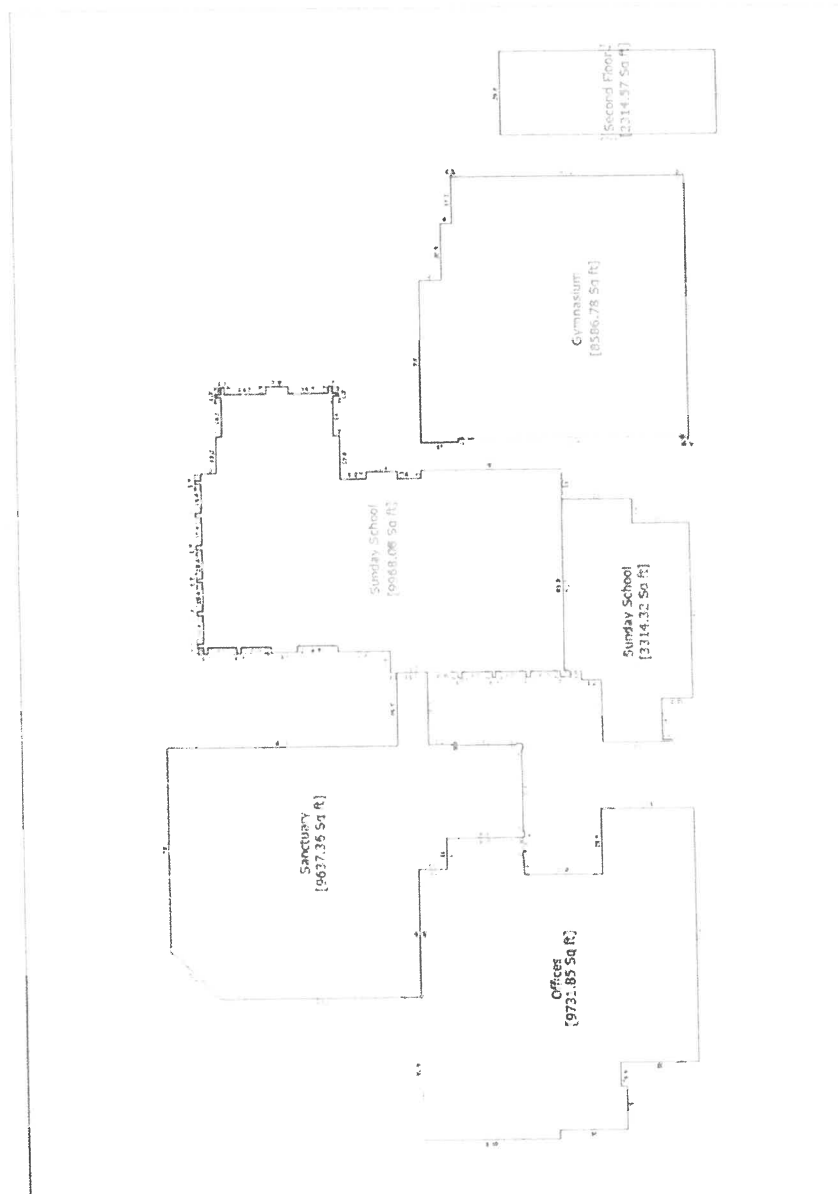
Specific Use Permit – Ordinance No. 20-528
Paratus Memorial
11750 Memorial Drive
For Religious and Educational Purposes
August 2020

Exhibit A – Site Plan



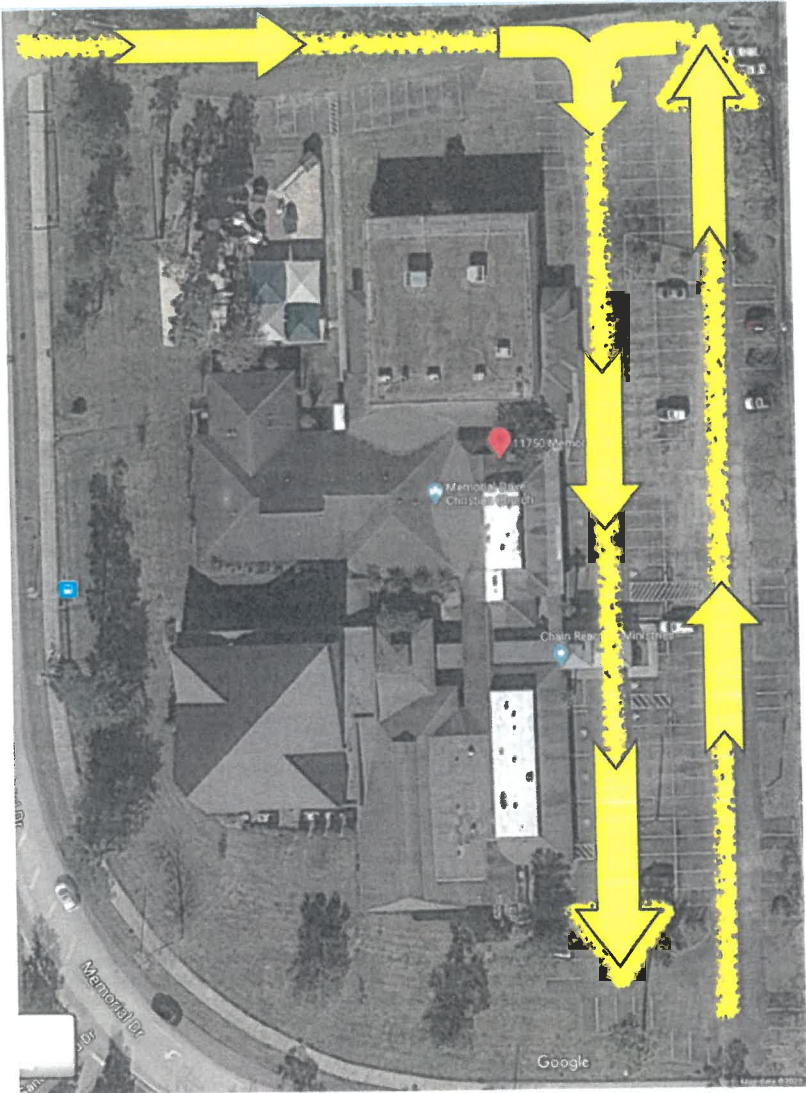
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Exhibit B – Floor Plan



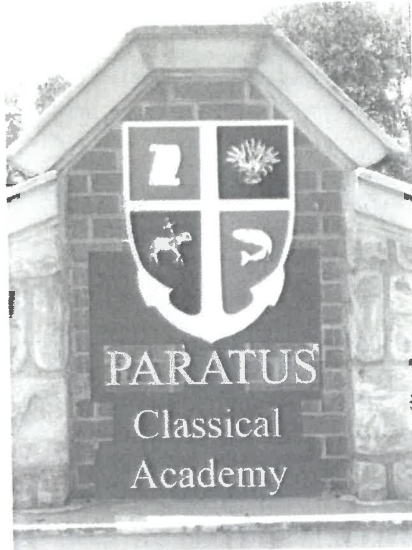
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Exhibit C – Traffic Plan

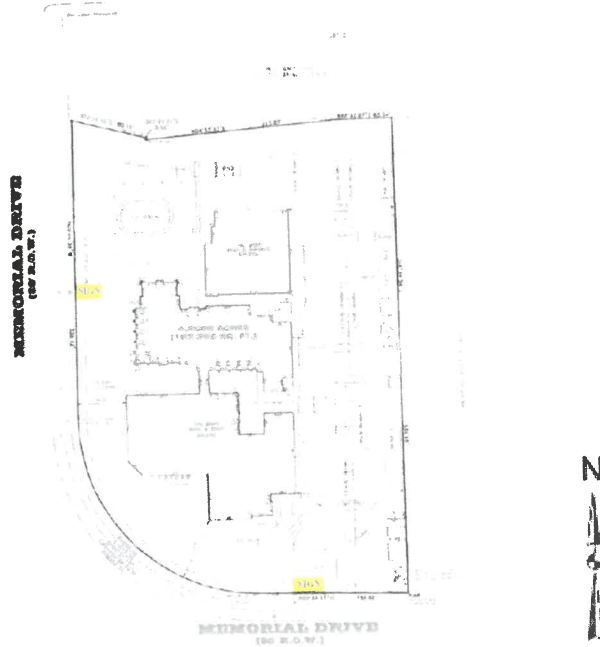


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Exhibit D – Proposed Signs & Location

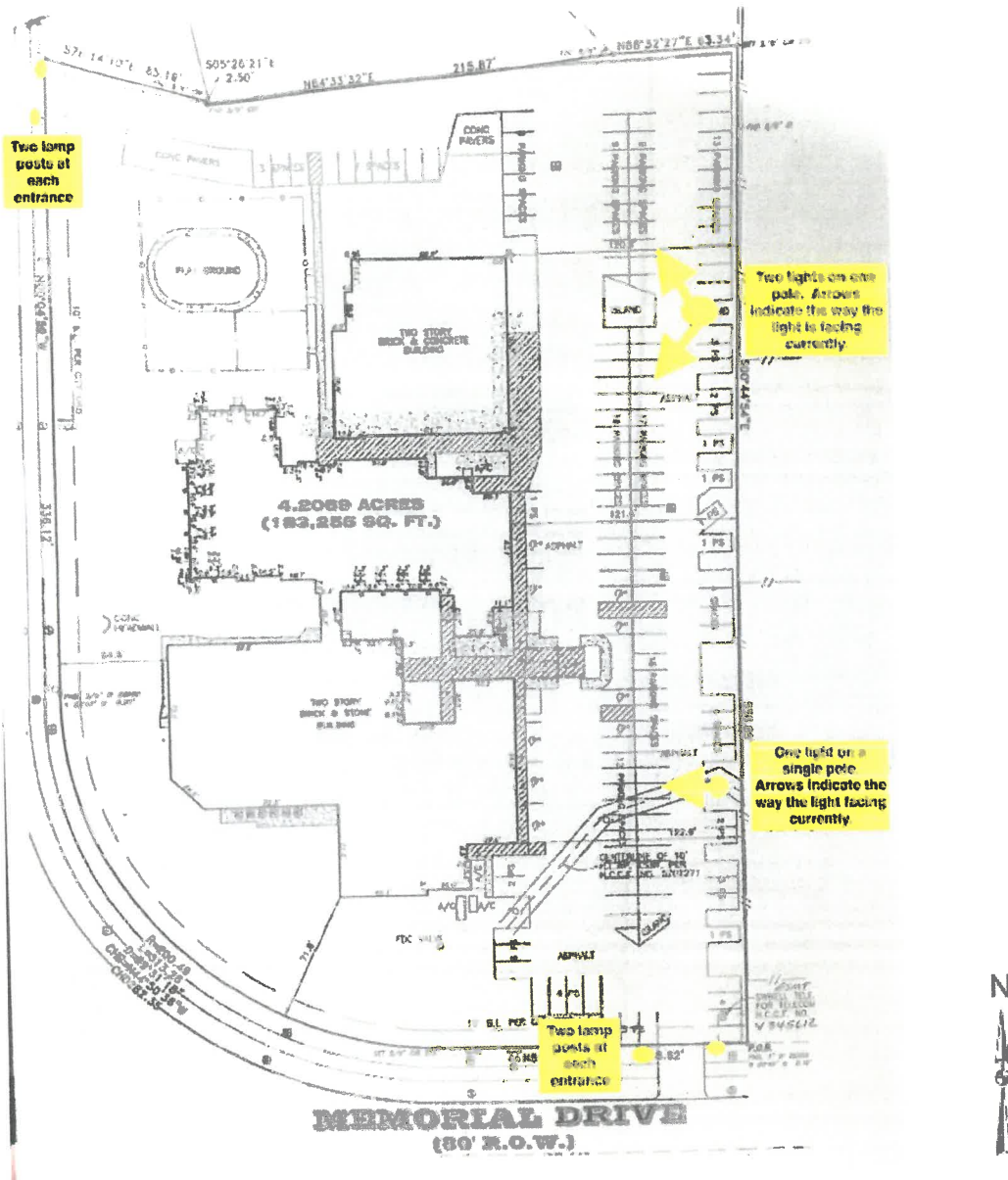


PROVIDENCE PARK



Specific Use Permit – Ordinance No. 20-528
Paratus Memorial
11750 Memorial Drive
For Religious and Educational Purposes
August 2020

Exhibit E – Lighting Plan



City of

BUNKER HILL VILLAGE

WWW.BUNKERHILLTX.GOV

November 1, 2021

Dear Resident:

The City of Bunker Hill Village has received an application from Paratus Memorial, a private school located at 11750 Memorial Drive, to amend their Specific Use Permit to modify the playground areas and to add fencing and a gate to secure the property and improve the safety of their students. This letter serves as notice to adjacent residents for the following public hearing:

The Planning and Zoning Commission of the City of Bunker Hill Village, Texas will hold a public hearing in the Council Chambers and online via ZOOM, Bunker Hill Village City Hall, 11977 Memorial Drive, Houston, Texas at 11:30 a.m. on Thursday, November 18, 2021, to consider the following:

AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, AMENDING APPENDIX "A" OF THE CODE OF ORDINANCES OF THE CITY, SAME BEING THE COMPREHENSIVE ZONING ORDINANCE OF SAID CITY, BY GRANTING AN AMENDMENT TO THE SPECIFIC USE PERMIT FOR PARATUS MEMORIAL, 11750 MEMORIAL DRIVE FOR RELIGIOUS AND EDUCATIONAL PURPOSES, TO MODIFY THE PLAYGROUND AND ADD FENCING AND GATES TO SECURE THE SITE; PROVIDING FOR A REPEALER; PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED \$2000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF; AND PROVIDING FOR SEVERABILITY.

The application packet may be examined on the City's website at any time (www.bunkerhilltx.gov "Latest News") or in the office of the City Administrator, 11977 Memorial Drive, during normal business hours between the hours of 7:00 a.m. and 4:30 p.m. Mondays through Thursdays and 7:00 a.m. to 12:00 p.m. noon on Fridays excluding City Holidays.

At said hearing all interested parties shall have the right and opportunity to appear and be heard on the subject. Instructions to provide public comments via ZOOM are noted below:

Join Zoom Meeting

<https://us06web.zoom.us/j/87541901999?pwd=bjBLS3UwT0kwb2V3ZXRGYUJnT0NnQT09>

Meeting ID: 875 4190 1999

Passcode: 341532

Dial by your location
+1 346 248 7799 US (Houston)



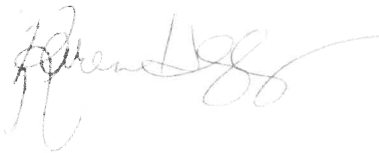
City of
BUNKER HILL VILLAGE
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Paratus Memorial SUP
November 1, 2021

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All interested parties shall have the right and opportunity to appear and be heard on the subject at the public hearing. This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive service must be made one week prior to this meeting. Please contact the City Secretary's Office at 713-467-9762 for further information.

Cordially,



Karen H. Glynn, P.E.
City Administrator

