

**MINUTES OF A PUBLIC MEETING
OF THE CITY OF BUNKER HILL VILLAGE
PLANNING AND ZONING COMMISSION
TUESDAY, OCTOBER 22, 2024**

I. CALL TO ORDER

Chair Bill Going called the Planning and Zoning Commission Meeting to order at 11:34 a.m. based on a quorum of members present:

Present

Bill Going, Chair
John Gillette, Vice-Chair
Jack Christiansen, Commissioner
Billy Murphy, Commissioner
Paul Reinbolt, Commissioner

Staff in Attendance

Gerardo Barrera, City Administrator
Elvin Hernandez, Director of Public Works
Loren Smith, City Attorney
Keith Brown, City Council Liaison
Mallory Pack, Management Analyst

Absent

Monica Muschalik, Commissioner
Catherine Wile, Commissioner

II. PUBLIC COMMENTS

There were no public comments.

III. PUBLIC WORKS DIRECTOR REPORT

A. Update on Activities

- Public Works Director Hernandez reported that amendments to the generator distance ordinance will be recommended for final approval at the November 19, 2024, City Council meeting.

IV. CONSIDERATION AND POSSIBLE ACTION REGARDING APPROVAL OF THE SEPTEMBER 24, 2024, MEETING MINUTES

A motion was made by Commissioner Gillette and seconded by Commissioner Murphy to approve the September 24, 2024, meeting minutes.

The motion carried 5-0

V. PRESENTATION, PUBLIC HEARING, CONSIDERATION AND POSSIBLE ACTION REGARDING AMENDING THE CITY'S SUBDIVISION ORDINANCE

ALL INTERESTED PARTIES SHALL HAVE THE RIGHT AND OPPORTUNITY TO APPEAR AND BE HEARD ON THE ITEM LISTED BELOW:

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY AMENDING SECTION 14-7 (B) (7), STANDARDS AND SPECIFICATIONS, OF CHAPTER 14, SUBDIVISIONS, TO ALLOW THE SUBDIVISION OF LOTS WHERE THE RESULTING LOT IS ADJACENT TO EITHER A PUBLIC OR PRIVATE STREET; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 PER DAY WITH EACH DAY CONSTITUTING A NEW VIOLATION

Chair Going opened the Public Hearing at 11:35 a.m.

RECEIVE COMMENTS FROM THE PUBLIC, EITHER ORAL OR WRITTEN, REGARDING THE FOLLOWING:

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY AMENDING SECTION 14-7 (B) (7), STANDARDS AND SPECIFICATIONS, OF CHAPTER 14, SUBDIVISIONS, TO ALLOW THE SUBDIVISION OF LOTS WHERE THE RESULTING LOT IS ADJACENT TO EITHER A PUBLIC OR PRIVATE STREET; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 PER DAY WITH EACH DAY CONSTITUTING A NEW VIOLATION

At the July 24, 2024, City Council Special Meeting, the property owner at 11821 Chapelwood Ln. presented a request to subdivide the property into either three one-acre lots or two lots.

The property was originally three separate lots before being platted into one single lot in 2009. The subdivision ordinance was revised in 2014, and no longer allows lots facing private streets to be subdivided.

Per the current ordinance, the only way to subdivide the lot is to make both Chapelwood Ln. and Fallen Timbers into public streets. This would be at the expense and full responsibility of the property owner, and would require final acceptance of the streets, drainage, etc. from the City. There is no variance process to allow the subdividing of the lot otherwise, and one would need to be established to explore alternative options.

During the Council meeting, Councilmember Brown provided background on the ordinance, stating that the reasoning for preventing lots facing private streets from being subdivided was to “encourage” property owners to allow the streets to turn from private to public.

No action was taken on this item at the meeting. Council directed this item to the Planning and Zoning (P&Z) Commission for further review and discussion of potential amendments to Chapter 14 of the City’s Subdivision Ordinance.

At the August 2024 P&Z meeting, the Commission inquired about potential disadvantages to the City regarding private streets, including negative impacts to neighboring properties, and staff confirmed there were none. The Commission was in favor of amending the subdivision ordinance to allow a lot to be subdivided that fronts a private street and directed staff to revise the ordinance to reflect this feedback.

As this amendment is in Chapter 14 of the Zoning ordinance, a public hearing is required prior to formal consideration and action.

There were no public comments during the Public Hearing.

Chair Going closed the Public Hearing at 11:36 a.m.

CONSIDERATION AND POSSIBLE ACTION REGARDING THE FOLLOWING:

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BUNKER HILL VILLAGE, TEXAS BY AMENDING SECTION 14-7 (B) (7), STANDARDS AND SPECIFICATIONS, OF CHAPTER 14, SUBDIVISIONS, TO ALLOW THE SUBDIVISION OF LOTS WHERE THE RESULTING LOT IS ADJACENT TO EITHER A PUBLIC OR PRIVATE STREET; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 PER DAY WITH EACH DAY CONSTITUTING A NEW VIOLATION

A motion was made by Commissioner Murphy and seconded by Commissioner Gillette to recommend approval of the ordinance as written to the City Council.

The motion carried 5-0

VI. DISCUSSION, FEEDBACK, AND DIRECTION REGARDING AMENDING APPENDIX A, SECTION 7.12 OF THE CITY'S CODE OF ORDINANCES TO ALLOW FOWL IN THE CITY – *Elvin Hernandez, Director of Public Works*

During the public comment period at the February 2024 City Council meeting, a resident requested that Council revise the existing ordinance to allow chickens in the City. After discussion, Council directed staff to review the ordinance and refer it to the Planning and Zoning Commission for further review and discussion to amend Appendix A, Article VII, § 7.12 to allow chickens in the City.

Staff recommends the Planning and Zoning Commission review the ordinance and provide feedback and direction to amend the City's ordinance regarding chickens.

The Commission was in favor to allow fowl (chickens) in the City with certain provisions and discussed the following considerations:

- Limit the number of fowl permitted at a single location
- Enclosure should not be located in the front yard or visible from a public or private street
- Ensure fowl do not create a nuisance, such as excessive noise or smell
- Explore classification for special needs or therapy animal requirements

Staff briefly also discussed hooved animals included in the same ordinance, however item was not discussed further.

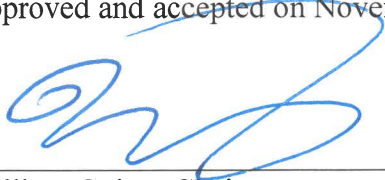
Staff will work with the City Attorney to draft a redline document that reflects this feedback for Commission review at a later meeting date.

No action was taken on this item.

VII. ADJOURN

Chair Going adjourned the meeting at 12:06 p.m.

Approved and accepted on November 26, 2024



William Going, Chair

ATTEST:



Gerardo Barrera, City Administrator/ Acting City Secretary