

**MINUTES OF A PUBLIC MEETING
OF THE CITY OF BUNKER HILL VILLAGE
PLANNING AND ZONING COMMISSION
OCTOBER 28, 2025**

I. CALL TO ORDER

Chair Bill Going called the Planning and Zoning Commission Meeting to order at 11:30 a.m. based on a quorum of members present:

Present

Bill Going, Chair
John Gillette, Vice-Chair
Dan Blake, Commissioner
Hunter Cameron, Commissioner
Megan Parker, Commissioner
Paul Reinbolt, Commissioner
Catherine Wile, Commissioner

Staff in Attendance

Gerardo Barrera, City Administrator
Elvin Hernandez, Public Works Director
Loren Smith, City Attorney
Mallory Pack, Management Analyst
Josh Pratt, City Council Liaison (via Zoom)
Mayor Keith Brown

II. PUBLIC COMMENTS

Ms. Edythe (last name not provided), 511 Flintdale, deferred her comments to item V.

III. CONSIDERATION AND POSSIBLE ACTION REGARDING APPROVAL OF THE AUGUST 26, 2025, MEETING MINUTES

A motion was made by Commissioner Wile and seconded by Commissioner Cameron to approve the August 26, 2025, meeting minutes.

The motion carried 7-0

IV. CONSIDERATION AND POSSIBLE ACTION REGARDING A RECOMMENDATION TO THE CITY COUNCIL TO APPROVE A FINAL PLAT FOR 5 POWDERHORN

During the plan review of a new home at 5 Powderhorn, it was discovered that no final plat had been recorded with Harris County. Representatives of the property owner submitted the plat for approval by the Planning and Zoning Commission and ultimately, City Council.

City Attorney Smith addressed the Commission that the right-of-way (ROW) at 5 Powderhorn and 6 Powderhorn was previously vacated and abandoned in 2022. However, after reviewing historical documents, it was determined that the utility and drainage easement was not abandoned. Access is required to be maintained for the property owner.

Staff and the City's consultant have reviewed the plat and find that it meets all requirements of the City's Code of Ordinances.

A motion was made by Commissioner Gillette and seconded by Commissioner Wile to recommend approval of a final plat for 5 Powderhorn to City Council.

The motion carried 7-0

V. DISCUSSION, FEEDBACK, AND DIRECTION REGARDING AMENDING APPENDIX A, ARTICLE II, DEFINITIONS OF A CORNER LOT OF THE CITY'S CODE OF ORDINANCES

In response to feedback received from residents and recent events within the City, staff is reviewing the definition of a "corner lot" as defined in Appendix A, Article II Definitions (Corner Lot) of the City's Code of Ordinances.

The ordinance reads:

Lot. A parcel of land occupied or intended for occupancy by a use permitted by this ordinance and being of sufficient size to meet the minimum applicable requirements for use, coverage, area, width, depth, and parking and to provide such yards and other open spaces as are required herein. A lot shall have the minimum required frontage on a public street or on an existing private street.

Lot measurements:

1. *Lot area.* The net area of the lot, expressed in square feet. Lot area shall not include any portion of a public street or alley.
2. *Lot depth.* The distance measured from the mid-point of the front lot line to the midpoint of the rear lot line or, in the event of a radial lot, the lot depth shall be measured taking the average of the side lot lines and maximum radial depth.
3. *Lot width.* The average horizontal distance between the side lot lines.

Lot types:

1. **Corner lot. A lot abutting two (2) or more streets at their intersection. A corner lot shall be deemed to front on that street on which it has the least dimension, unless otherwise specified by the zoning official.**
2. *Interior lot.* A lot other than a corner lot with only one street frontage and which does not have a side lot line or lines which abut a street.
3. *Double frontage lot.* A lot other than a corner lot which abuts more than one street.

At the June 17, 2025, City Council meeting, Mayor Brown reported meeting with residents regarding a new home build on the corner lot at the intersection of Blalock Rd. and Blalock Ln. The previous home on the lot faced Blalock Ln., while the new home has been constructed to face Blalock Rd. to maximize square footage. Additionally, the garage is now accessed from Blalock Ln.

Council recommended reviewing the ordinance and its application to new residential construction on corner lots. It was also recommended that current regulations regarding the allowable proximity of garages to the roadway be reviewed.

Council directed this item to the Planning and Zoning Commission for further review and discussion of potential amendments to Appendix A, Article II Definitions (Corner Lot), of the City's Code of Ordinances.

At the August 26, 2025, meeting, staff recommended the Commission review the ordinance and provide feedback and direction regarding potential amendments to the City's Zoning Ordinance regarding corner lots. Staff also presented redlined proposed revisions to facilitate discussion.

The Commission inquired about the purpose and significance of this matter. Staff explained that City Council directed this item to the Planning and Zoning Commission for review and potential amendments. Additionally, this item also involves considerations of property safety, aesthetics, and lot setbacks. The Commission also discussed the importance of establishing clear language to ensure ordinances are interpreted consistently by both current and future city administrations. The Commission was in favor of revising the ordinance and directed staff to combine the original ordinance with elements of the proposed revisions to promote consistency in how new homes are oriented relative to existing surrounding development.

At the October 28, 2025, meeting, staff presented the final redline proposed revisions that incorporated Commission feedback from the August 26, 2025, meeting. The Commission discussed the importance of allowing staff to exercise a reasonable level of discretion to ensure the orientation of new development remains consistent with surrounding homes. Director Hernandez noted the proposed revisions default to the least dimension, unless that orientation is not consistent with surrounding community development. Additionally, it also provides staff with the flexibility necessary to determine appropriate orientation for new development if needed.

Chair Going paused the meeting to allow for public comment: Ms. Edythe (last name not provided), 511 Flintdale, stated she is concerned about the orientation of new homes being built on her street. While she wants people to build, she also wants to preserve the integrity of the community as it is now. She stated that there should be a change in how residents are notified of new builds, and noted that she has never received notice of when a new home is to be constructed on her street.

The Commission directed staff to place notification requirements for new construction as a discussion item on a future agenda.

The Commission was in favor of the revisions and had no additional recommendations. As this is an amendment to the City's Zoning Ordinance, a public hearing will be held at the next Planning and Zoning Commission meeting.

No action was taken on this item.

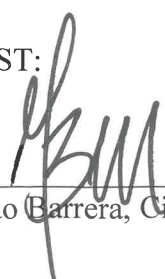
VI. ADJOURN

Chair Going adjourned the meeting at 12:10 p.m.

Approved and accepted on December 2, 2025.



William Going, Chair

ATTEST:


Gerardo Barrera, City Administrator/ Acting City Secretary