



**CITY OF HEDWIG VILLAGE, TEXAS
PLANNING AND ZONING COMMISSION
SPECIAL CALLED MEETING
MONDAY, OCTOBER 9, 2017
6:30 P.M. - 955 PINEY POINT ROAD**

MINUTES

1. Call To Order

Chairperson Mathews called the meeting to order at 6:40 p.m.

Present:

Barbara Abrams
Pat Murphy
Tom Roth

Susan Mathews
Larry Opalka

Shirley Rouse, Council Liaison

Lisa Modisette, Assistant City Secretary
Angie Ventura, Permit Clerk

Absent:

Diana Kopelman

Minh Ly

2. Resident/Visitor Comments

Robert Wiener stated he is excited to see progress within the last couple of months with the Planning & Zoning (P&Z) agenda topics. He stated the city should define the Planned Unit Development (PUD) and it should be of a significant area. He believes a logical location for the first PUD is on the eastern side of the city between Brogden to Voss. He stated the Design Guide should be what would be attractive to the citizens of Hedwig Village.

Reid Wilson, representative for Hedwig Redevelopment, shared copies of West University's PUD Ordinance. It is a simple one page document. West University does not limit the number of PUDs or the size of a PUD. He also stated the property on the east end of the city is owned by several different owners. He suggested the size of a PUD should be 1 ½ acres. He stated Stream will have 3.6 acres and Hedwig Redevelopment will have 4.4 acres.

3. Approval of minutes – None

4. Report on City Council Meeting and Comments from City Council Liaison

Shirley Rouse discussed the following:

No update from Council.

5. Reports from Subcommittees

See discussions below.

6. Discussion and Possible Action on:

a. City Council's Proposed Revisions to PUD Ordinance

Chairperson Susan Mathews stated the PUD sub-committee met over the past weekend. She shared the PUD sub-committee redraft of the proposed PUD Ordinance. The sub-committee suggested the following changes to the proposed PUD Ordinance:

1. Size of the PUD should be a minimum of 4 acres.
2. Retail requirements should be minimum 60% first floor net leasable space.
3. Correcting language to the Pre-Application Conference concerning project renderings.

Commission members discussed the size of the PUD. Larry Opalka stated if a PUD is too small then each building would be its own PUD. Pat Murphy stated a bigger PUD would be better. He suggested four acres with exclusive entry and exit onto the property from the I-10 frontage road. He also stated that development of the property with the building and parking garage will leave little room for anything else. Barbara Abrams, Tom Roth, and Susan Mathews agreed with a size of four acres.

Pat Murphy stated developed property equals higher ad valorem taxes. He stated city expenses will increase and the higher ad valorem taxes will offset the higher expenses.

Commission members discussed the number of PUDs allowed per business districts. Larry Opalka, Barbara Abrams, and Tom Roth agreed with two PUDs per districts. Pat Murphy stated he is in favor of more PUDs per districts but not allow any PUDs in Business District B2. Susan Mathews stated she is open to the possibility of a PUD in B2. Barbara Abrams, Larry Opalka, Susan Mathews, and Tom Roth agreed with the possibility of allowing a PUD in B2. Pat Murphy was against a PUD in B2.

Commission members discussed the retail requirement. Susan Mathews stated the current city code has no requirement for retail. Pat Murphy stated the proposed building plan does not encourage retail to move into the building. He stated if the retail percentage will be different in another business district the ordinance needs to clearly state the requirements. Larry Opalka stated the ground floor has limited leasable space. Larry Opalka, Pat Murphy, and Susan Mathews agree to 60% retail on the ground floor. Larry Opalka suggested putting a table with retail requirements for the various business districts in the ordinance. The suggested retail requirements for the various districts are as follows:

1. Business Districts B1 and B3 would be 75%.
2. Business District B4 would be 60%.
3. Business Districts B2 would be determined at a later date.

Commission members discussed the language concerning the Pre-Application Conference. Larry Opalka suggested any developer should bring drawings, project descriptions, and narrative to the pre-application conference.

b. Design Guide

Susan Mathews provided the Commission members with a summary of an interim design guide. P&Z has been working on a proposed design guide for several years. She stated approving a design guide does not require a public hearing. The proposed design guide would apply to the entire city including any new development and any approved PUD. The design guide would be binding.

Commission members discussed the proposed interim design guide. The guide includes requirements for construction of Class "A" buildings, buried power lines, lighting, design of buildings, landscaping, signage, and parking. Susan Mathews suggested holding a workshop and inviting experts to give input.

Pat Murphy suggested the city use the Class "A" definition from BOMA, Building Owners and Management Association. BOMA's Class "A" definition applies to office building, not retail buildings. Reid Wilson, Hedwig Redevelopment representative, stated burying power lines is cost prohibitive for smaller lots. Tom Roth, Pat Murphy, and Larry Opalka agreed the power lines to the building from the transmission lines should be buried.

Pat Murphy stated the lighting in the parking garage would need to be designed in such a way to limit the light trespass into any residential area. He stated he would work on the language for the proposed ordinance.

Commission members discussed the design of buildings.

Pat Murphy suggested adding green space to the landscaping. Susan Mathews stated the requirement for green space is included in the proposed Design Guide.

Pat Murphy suggested adding language stating that a building should have a single sign facing I-10.

Pat Murphy stated the city should mandate ingress and egress to I-10. Larry Opalka stated a traffic study should be required.

Commission members discussed the Purpose section of the Design Guide. Shirley Rouse suggested changing language to the boundaries by removing "Soldier's Creek" and replacing with "Beinhorn".

Commission members discussed the retail requirement for a PUD in Business District B4. The consensus of the members were to change the requirement for B4 from 60% to 50%.

Larry Opalka moved, Tom Roth seconded, to approve the preliminary recommendation to amend the draft to reflect the 4 acre minimum requirement, limit the number of PUDs in Business District B4 to two, the PUD Ordinance will apply to all business districts, and the retail requirement for a PUD in Business District B4 will be 50% net leasable ground floor space.

Members Abrams, Mathews, Murphy, Opalka, and Roth voted "Aye", "Noes" none.

c. Minimum Building Construction Standards of LEED Silver, Class "A" or Other Standards for the Business Districts

See discussion concerning Design Guide.

d. Buried Power Lines in the Business Districts

See discussion concerning Design Guide.

e. Proposed Lighting Ordinance

See discussion concerning Design Guide.

f. Landscaping Requirements for Business Districts

See discussion concerning Design Guide.

g. Proposed Ordinance Regarding Shared Parking

No discussion

h. Proposed Ordinance Amending Business Uses in the Business Districts Taking Either the Inclusive or Exclusive Approach

No discussion

i. Proposed Ordinance Amending Business Districts Reconfiguration

No discussion

j. Comprehensive Plan

No discussion

k. Public Hearing on 10/12/2017 and Special Meeting

No discussion

l. Future Agenda Topics

No discussion

7. Adjourn

Member Murphy moved, Member Abrams seconded, to adjourn the meeting at 9:10 p.m.

Member Abrams, Mathews, Murphy, Opalka, and Roth voted "Ayes". "Noes" none.

MOTION CARRIED UNANIMOUSLY

Approved and accepted February 6, 2018

Susan Mathews , Chair
Planning and Zoning Commission

Lisa Modisette, Interim Secretary
Planning and Zoning Commission