



**CITY OF HEDWIG VILLAGE, TEXAS  
PLANNING AND ZONING COMMISSION  
THURSDAY, NOVEMBER 7, 2017  
6:30 P.M. - 955 PINEY POINT ROAD**

**MINUTES**

**1. Call To Order**

Chairperson Mathews called the meeting to order at 6:35 p.m.

Present:

Barbara Abrams  
Minh Ly  
Tom Roth

Susan Mathews  
Pat Murphy

Shirley Rouse, Council Liaison  
Alan Petrov, City Attorney  
Lane Standley, Building Official (left at 7:38)

Lisa Modisette, Assistant City Secretary  
Angie Ventura, Permit Clerk (left at 7:50)

Absent:

Diana Kopelman

Larry Opalka

**2. Resident/Visitor Comments**

None

**3. Approval of minutes – September 5, 2017 Regular Meeting  
September 14, 2017 Joint Workshop**

Member Ly moved, Member Roth seconded, to approve the September 5, 2017 Regular Meeting minutes

Member Abrams, Mathews, Ly, Murphy, and Roth voted “Ayes”. “Noes” none.

**MOTION CARRIED UNANIMOUSLY**

Member Roth moved, Member Abrams seconded, to approve the September 14, 2017 Joint Workshop Minutes

Member Abrams, Mathews, Ly, Murphy, and Roth voted “Ayes”. “Noes” none.

**MOTION CARRIED UNANIMOUSLY**

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

Shirley Rouse discussed the following:

No report

**5. Reports from Subcommittees**

No reports.

**6. Discussion and Possible Action on:**

a. Review Stream Realty's PUD application

Chairperson Susan Mathews stated City Council approved the Planned Unit Development (PUD) Ordinance at their October 2017 meeting.

Lane Standley, Building Official, presented the PUD application. He stated he reviewed the PUD application when it was received and all necessary paperwork was submitted. The traffic study will be completed and then submitted. There will not be any work at the PUD site until after the traffic study is submitted.

Commission members discussed the absence of the traffic study.

Alan Petrov, City Attorney, stated this meeting is an opportunity for P&Z to asked questions from Stream Realty.

Richard Barbles, Stream Realty Partners, stated the traffic study should be complete within the next three weeks.

Rob Erni, Jones/Carter, stated the traffic study will encompass all effected streets, from Brogden along the I-10 frontage road to Voss, Old Voss to Beinhorn, Beinhorn to Brogden, and Brogden to the frontage road. The traffic study will include all hours and may include information from the Starbuck's traffic study. The residents would need to know the traffic effects at the public hearing.

There was a discussion concerning parking spaces in the parking garage. The proposed parking spaces are in compliance with TxDOT, but will be a variance for Hedwig Village parking spaces in size. Reserve parking is possible in the garage. There will not be a variance in the parking ratios.

There was discussion about the entrances into the building. There are two entrance into the building from the parking garage, one on the first floor and one on the second floor, and another on the east side of the building. There may be space on the north side of the building for another entrance and a possible patio for a restaurant.

There was discussion on landscaping and the addition of a possible restaurant patio. Any landscaping removed for the patio may be replaced. Member Ly would like to see more landscaping.

There was discussion on the proposed design guide. The current PUD application would have to abide by the design guide only if the guide was approved by Council prior to the PUD application approval.

There was discussion concerning drainage. The proposed PD engineers have completed a drainage study. The study takes into the account the soil, slope, concrete, rain collection on site, and the site drains south to Hunters Branch.

There was a discussion on water and waste lines. Stream Realty is working with the Memorial Village Water Authority to this issue.

There was discussion on ingress and egress from the property. The current design does not show any traffic blocking the egress on the Gaylord in the back on the property.

There was discussion of making the property more pedestrian friendly.

There was discussion on burying the power lines. The service pole to the building is located on Gaylord. The power line to the service pole will be aboveground but the lines from the service pole to the building will be underground.

There was a discussion on curb cuts. The development will maintain the current curb cuts. There is a shared access agreement between all property owners in the area along I-10. Changing the existing curb cuts is not possible at the moment. Approval would be needed from TxDOT to add, remove, or move any curb cuts.

b. Design Guide

Planning & Zoning members discussed the proposed design guide. The sub-committee will meet again to finish the guide.

Alan Petrov stated any PUD application would be governed by the regulations in place at the time a complete application is submitted to the city.

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

P&Z Members discussed this topic briefly as part of the Design Guide.

d. Buried Power Lines in the Business Districts

P&Z Members discussed this topic briefly as part of the Design Guide.

e. Proposed Lighting Ordinance

Chairperson Mathews stated P&Z approved the lighting ordinance at the May meeting. Alan Petrov will put into ordinance format. The proposed lighting ordinance will apply to commercial areas as well as residential areas. There was discussion concerning:

- a. light trespass from the proposed parking garage
- b. changing the street lights to LED
- c. regulating lighting between the hours of 10 p.m. and sunrise
- d. how would the ordinance effect other types of residential lighting, such as landscaping lighting, security lighting, holiday lighting

- e. would nuisance lighting be required to be corrected
- f. would the ordinance apply to TxDOT lighting, etc.

Alan Petrov stated the proposed lighting ordinance will need to take care in regards to home lighting.

The proposed lighting ordinance would not affect the proposed PUD but P&Z could suggest the developer adapt the lighting plan for the parking garage.

Members Ly and Murphy will form a sub-committee on lighting.

Member Abrams suggested making the ordinance simpler due to limited enforcement capabilities.

Alan Petrov stated cities usually try to regulate light nuisance, not the lighting itself.

Shirley Rouse, Council Liaison, suggested adding St. Cecilia to the list of schools in the ordinance due to the sport fields at that the church school.

f. Landscaping Requirements for Business Districts

P&Z Members discussed this topic briefly as part of the PUD discussion.

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

Pat Murphy requested that this topic be discussed at the next meeting.

i. Proposed Ordinance Amending Business Districts Reconfiguration

No discussion

j. Comprehensive Plan

No discussion

k. Determine Available Dates for Public Hearing and Special Meeting Concerning Stream Realty's PUD Application

The P&Z Commission discussed December 14, 2017 as a preferred date with December 5, 2017 as an alternate date.

l. Future Agenda Topics

No discussion

**7. Adjourn**

Member Abrams moved, Member Roth seconded, to adjourn the meeting at 8:30 p.m.

Member Abrams, Mathews, Ly, Murphy, and Roth voted “Ayes”. “Noes” none.

**MOTION CARRIED UNANIMOUSLY**

Approved and accepted on March 6, 2018

---

Susan Mathews , Chair  
Planning and Zoning Commission

---

Lisa Modisette, Interim Secretary  
Planning and Zoning Commission