



**CITY OF HEDWIG VILLAGE, TEXAS
PLANNING AND ZONING COMMISSION
THURSDAY, DECEMBER 5, 2017
6:30 P.M. - 955 PINEY POINT ROAD**

MINUTES

1. Call To Order

Chairperson Mathews called the meeting to order at 6:33 p.m.

Present:

Barbara Abrams

Minh Ly

Larry Opalka

Susan Mathews

Pat Murphy

Tom Roth

Shirley Rouse, Council Liaison

Zack Petrov, City Attorney

Lisa Modisette, Assistant City Secretary

Angie Ventura, Permit Clerk

Absent:

Diana Kopelman

2. Resident/Visitor Comments

None

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

Shirley Rouse discussed the following:

1. Joint Public Hearing (JPH) scheduled for December 14, 2017 at 6 p.m.
2. Asked if the design guide would be ready by the JPH.
3. Councilmember Wiener emailed Council Liaison Rouse a letter concerning landscaping and the Planned Unit Development (PUD).

There was discussion on the traffic study for the proposed PUD and if Lane Standley has reviewed and responded to it.

Member Ly asked what the procedure is for the PUD approval.

Chairman Mathews stated there will be a Joint Public Hearing to hear any comments or concerns. Planning & Zoning (P&Z) will then meet to finalize a recommendation to Council. Council will discuss the recommendation and then vote to approve or deny the PUD application.

Member Murphy believes the traffic study is incomplete.

4. Reports from Subcommittees

See agenda items 5a-5l.

5. Discussion and Possible Action on:

a. Stream Realty's PUD application

No discussion

b. Design Guide

Chairman Mathews reviewed the interim design guide she wrote. She provided all members with a copy of her guide.

Members discussed the interim design guide:

- a. Building – Class “A” – Chairperson Mathews suggested adding language to compare to Memorial City Mall area for building built after a certain year. Member Murphy suggested adding language concerning LEED Gold standards. Consensus was reached to add the language “comparable to buildings in the Memorial City and City Centre area that were built after ???”
- b. Utilities – include definition of utilities to electrical and telecommunications. Further discussion to cover topics such as secondary power lines. The ordinance should include the city’s preference to bury all power lines.
- c. Lighting ordinance – Member Ly found a template for ordinance at darkskies.org. For residential areas, the main point is light trespass on adjacent properties. For commercial areas, discussion on allowing lumens based on number of parking spaces. Members reviewed the lighting ordinance from Cinco Ranch, focusing on commercial districts, for possible inclusion of similar language in the city’s design guide. There was discussion on limiting the height of a light source on a structure as well as landscape lighting.
- d. Design – discussion on a “look” Hedwig Village aspires to achieve. Discussion on exterior materials on buildings; add the language “stone, steel, wood, and glass”
- e. Landscape – discussion on six inch diameter tree requirement, possibly adding the requirement to have vertical greenery to shield the parking garage from residential areas, adding a sidewalk as part of the landscaping.

Council Liaison Rouse asked if the lighting ordinance should be included in the design guide due to the proposed ordinance not having gone through the public hearing process.

Chairperson Mathews suggested including only the part of the proposed lighting ordinance that applied to the PUD in the design guide.

Zack Petrov stated P&Z could put conditions on the PUD such as adding a sidewalk to improve walkability.

Members Ly and Murphy will review the PUD application to list required variances.

Larry Opalka stated Lane Standley said the PUD application is complete and consistent with the city ordinances. The traffic study and building height is resolved. The PUD application is complete but not yet approved by Council. He stated P&Z could discuss having the developers add a sidewalk.

An updated design guide was handed out to all members at the end of the meeting. Chairperson Mathews reviewed the changes based on comments and discussions from P&Z members.

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

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

d. Buried Power Lines in the Business Districts

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

e. Proposed Lighting Ordinance

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

f. Landscaping Requirements for Business Districts

P&Z Members discussed this topic as part of the 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. Determine Available Dates for Public Hearing and Special Meeting Concerning Stream Realty’s PUD Application

No discussion

l. Future Agenda Topics

No discussion

6. Adjourn

Member Murphy moved, Member Abrams seconded, to adjourn the meeting at 9:05 p.m.

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

MOTION CARRIED UNANIMOUSLY

Susan Mathews , Chair
Planning and Zoning Commission

Lisa Modisette, Interim Secretary
Planning and Zoning Commission