

**CITY OF HEDWIG VILLAGE, TEXAS  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
TUESDAY, MARCH 3, 2015  
7:00 P.M. - 955 PINEY POINT ROAD**

**MINUTES**

**#1. CALL TO ORDER**

Chairperson Bucci called the meeting to order at 7:03 P.M.

Present: Sylvie Bucci, Chairperson

Commission Members

Member Barbara Abrams  
Member Michael Brandt  
Member Larry Opalka  
Member Tom Roth  
Member Bitsy Searcy  
Member Rakesh Verma

Alan Petrov, City Attorney

Absent:

Commission Member Susan Mathews  
Commission Member Pat Murphy

**#2. RESIDENT/VISITOR COMMENTS**

None

**#3. APPROVAL OF MINUTES** – February 3, 2015 Monthly Meeting

Minutes were not available.

**#4. REPORT ON CITY COUNCIL MEETING**

None

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**#5. COMMENTS FROM CITY COUNCIL LIAISON**

Council Liaison Wiener reported the Hedwig Village Police Department building had been demolished. He also stated City Council is awaiting the PUD Draft from the Planning and Zoning Board.

**#6. REPORTS FROM SUBCOMMITTEES**

**a. COMPREHENSIVE PLAN SUBCOMITTEE**

Member Searcy presented a draft on the comprehensive plan.

Chairperson Bucci asked Member Searcy to read the document to the Planning and Zoning Board and clarified it only addressed Business Districts.

Member Searcy read the document to the Board. She stated it made references to public services, traffic, but wasn't very concise.

Chairperson Bucci stated the goals had been listed for what the comprehensive plan would do and asked the subcommittee what the next step was.

Member Searcy stated by expanding the nine points it could clarify what the comprehensive plan would do. She believed the guideline would help determine how things should look aesthetically. She noted the comprehensive plan in the Planning and Zoning Code was located in section 104 which can be used for reference.

Chairperson Bucci stated she would put a review and discussion for the Comprehensive Plan on the next agenda.

**b. DESIGN GUIDELINE SUBCOMITTEE**

Member Searcy stated they presented a projection for a PUD in May 12, 2011 where design guidelines were set forth and revised several times in 2012. She stated it would be beneficial with the new business developments to make the appearance of Hedwig more aesthetically pleasing and also make residents and visitors feel safer.

Chairperson Bucci stated the design guideline would help protect the City from having builders build unattractive buildings and designs that do not fit or appeal to the City.

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**#7. REVIEW AND DISCUSSION REGARDING THE DRAFTING OF A COMPREHENSIVE PLAN**

The comprehensive plan will be expanded and presented at the next meeting by the subcommittee.

**#8. REVIEW, DISCUSSION AND POSSIBLE ACTION ON DARK SKIES INITIATIVE CONCEPT**

Chairperson Bucci stated she found an additional ordinance that went into a little more detail on lighting fixtures that would affect both residential and business districts and prevent or minimize extra light glare. She read the document to the Planning and Zoning Board. She went on to state the document covered public, private, and area lighting, as well as existing light fixtures. She stated the Board could choose to adjust and adapt the document to better fit the City. She noted people did not have to update any current lighting fixtures, but they would have to bring it up to code once the fixture had burned out.

Member Verma questioned how the City would enforce the concept. He questioned how we could identify if a lighting fixture went out if they replace it before any one notices.

Chairperson Bucci stated in the document it prevented this from occurring by stating if complaints were made, the City can step in and have them update the fixtures.

Member Opalka stated it should show that these are general minimum requirements and can be enforced or become stricter by the authority of the Building Official.

Member Brandt stated that older fixtures may not be replaceable since they may no longer be sold. He also stated newer fixtures tend to be more energy efficient, have a better life expectancy and can save the businesses some cost. He also stated Section 3 C 2 he would scratch out the “other than spotlights, floodlights, and wallpacks” from the document.

Chairperson Bucci agreed it should read just “Existing light fixtures” so changes do not have to be immediately made.

Chairperson Bucci suggested crossing out Section 4.C.2.

Member Abrams stated she believed it may not be an issue if yards are big enough and the light does not illuminate into the home of the adjacent person.

Chairperson Bucci stated she didn’t believe Section 4.D pertained to Hedwig Village, but they would leave the sentence until further research was done on the concept. She also stated in Section 6.A. to change “file a Lighting Plan with the Planning and Zoning Board” to “file a

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Official. She also stated several concepts in Section 7 did not pertain to the Hedwig Village for instances the airport lighting.

Member Opalka stated people could say they did not have holiday lights up, but rather it was there permeant entertainment lights.

Chairperson Bucci asked if they wanted to restrict what days people could display holiday lights.

The Members agreed to not restrict dates.

**#9. DISCUSSION AND DRAFT “DARK SKIES” TO BRING CONCEPT BEFORE CITY COUNCIL**

It was determined the document needed to be corrected and further discussed prior to sending it to City Council.

**#10. REVIEW AND DISCUSSION DISALLOWMENT SHORT-TERM RESIDENTIAL LEASES**

Chairperson Bucci stated it had been determined this was not an issue in Hedwig and no further discussion would be necessary.

**#11. REVIEW AND DISCUSSION OF BURIED ELECTRIC LINES**

After checking with the Hedwig Village City Building Official, Member Opalka stated the drops from the laterals from the service to the property are already to be underground for a Type A building, but there is nothing in an ordinance that requires them to be underground. He stated Centerpoint is the company that would bury the main lines and it shows to be a costly project.

Member Roth asked if a third party could bury the lines.

Member Opalka stated that only Centerpoint could bury the lines.

Chairperson Bucci stated to look at the future, if it was a requirement now to bury the lines, eventually over time it would become the norm. She stated she could draft up a concept for the next meeting for discussion.

Members agreed it would be a good discussion topic.

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**#12. PROPOSED AGENDA ITEMS FOR NEXT MEETING**

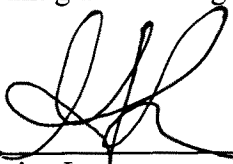
No further items were proposed.

**#13. ADJOURN**

Member Searcy moved, Member Abrams seconded, to adjourn the meeting at 8:29 P.M.

Members Abrams, Brandt, Opalka, Roth, Searcy and Verma voted “Aye”, “Noes” none.

  
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Sylvie Bucci  
Planning and Zoning Acting Chairperson

  
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Monica Lopez  
Administrative Assistant