

**MINUTES
CITY OF HEDWIG VILLAGE, TEXAS
PLANNING AND ZONING COMMISSION
REGULAR CALLED MEETING
TUESDAY, OCTOBER 6, 2015
7:00 P.M. - 955 PINEY POINT ROAD**

#1. CALL TO ORDER

Chairperson Bucci called the meeting to order at 7:13 P.M.

Present: Sylvie Bucci, Chairperson

Commission Members

Barbara Abrams
Susan Mathews
Pat Murphy
Larry Opalka
Tom Roth
Bitsy Searcy

Alan Petrov, City Attorney

Absent:

Commission Member Michael Brandt
Commission Member Rakesh Verma

#2. RESIDENT/VISITOR COMMENTS

None

#3. APPROVAL OF MINUTES

Member Mathews moved, Member Roth seconded, to approve the September 1, 2015 minutes with corrections.

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

MOTION CARRIED UNANIMOUSLY.

#4. REPORT ON CITY COUNCIL MEETING

Council Liaison Wiener stated that it had been discussed that if it were at all possible for a member of P&Z to attend City Council.

#5. COMMENTS FROM CITY COUNCIL LIAISON

Council Liaison Wiener stated that three City Council meetings had taken place to discuss budget, miniscule increases, and budget for Planning and Zoning Commission of up to ten thousand dollars that would be available from the 2016 City of Hedwig Village budget.

Member Murphy stated that his understand was that the budget for Planning and Zoning Commission would be flexible if a large enough project arose.

Council Liaison Wiener stated that he did not know that answer it was his understand that ten thousand dollars was the set budget.

#6. REPORTS FROM SUBCOMMITTEES

a. COMPREHENSIVE PLAN SUBCOMITTEE

Member Murphy stated there had been no meeting held and no new updates.

b. DESIGN GUIDELINE SUBCOMITTEE

Member Searcy stated that the Design Guideline Subcommittee had met and decided to create a power point presentation to visualize the creation of the document. She stated that the most recent update was the first paragraph addition of the Design Guideline document that had been recommended by Member Opalka. This stated that the developer would be responsible for proposing a master plan and discussing it with the City of Hedwig Village in detail in order to keep up with status continuation for proposed projects. The developer would be responsible for the code searches, producing materials, revising the documents of the plan accordingly, in order to obtain permitting and approval to proceed.

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

Chairperson Bucci stated that the PUD had been revised in preparation to go before City Council.

Council Liaison Wiener stated that the PUD had not yet been reviewed by City Council as it was his understanding that they were waiting on the go ahead from Attorney Petrov.

Member Mathews stated that the document had been voted to go before City Council for review back in January of 2015 and that former Mayor Speck had wanted Attorney Petrov to review it prior to City Council.

Attorney Petrov stated that the document was still somewhere waiting for City Council to review.

#8. REVIEW, DISCUSSION AND POSSIBLE ACTION ON OUTDOOR LIGHTING ORDINANCE

Chairperson Bucci stated that as previously discussed many cities are implementing dark skies initiatives such as Austin and Sugar Land, and that basically it is a method controlling light output to illuminate areas that you intend to light and adjust the light fixtures that do not have light spread that creates glare and wasted light; for example, to illuminate your yard for security but not allow the light to escape and illuminate your neighbors homes. This is typically achieved by using a cut off lens in order to trap light and adjust the output to the intended area while not allowing it to escape in unwanted or unnecessary directions. The idea is that once you implement this ordinance there will be some items that would be grandfathered that will gradually be replaced so that the city is not burdened with replacing them all at once but gradually over time.

Member Mathews asked if the dark skies initiative should be changed to ordinance.

Attorney Petrov stated that he agreed and that it would need to be converted into ordinance format.

Member Mathews stated that she felt it should then say proposed Dark Skies Ordinance. She then inquired as to what penalty would there be for not complying with the ordinance.

Attorney Petrov stated the penalty for not complying with any City of Hedwig Village was at present a fine of up to five hundred dollars for the violation. There is a separate part of the city code stating this and thus it is not necessary to be in the actual Dark Skies Light ordinance document.

#9. PROPOSED AGENDA ITEMS FOR NEXT MEETING

Member Mathews suggested informing Mayor Muecke on the need for a joint session in order for City Council to consult and give direction.

#10. ADJOURN

Member Murphy moved, Member Roth seconded, to adjourn the meeting at 8:38 P.M.

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

MOTION CARRIED UNANIMOUSLY.



Sylvie Bucci
Planning and Zoning Chairperson



Brandy Jaramillo
Planning & Zoning Secretary