



**CITY OF HEDWIG VILLAGE, TEXAS
PLANNING AND ZONING COMMISSION
SPECIAL MEETING
THURSDAY, NOVEMBER 29, 2018
6:30 P.M. - 955 PINEY POINT ROAD**

MINUTES

1. Call To Order

Vice-Chairperson Murphy called the meeting to order at 6:32 p.m.

Present:

Susan Mathews (arrived at 6:35 p.m.) Diana Kopelman
Pat Murphy Tom Roth
Bitsy Searcy

Shirley Rouse, Council Liaison (arrived at 6:45 p.m.)
Zach Petrov, Acting City Attorney Lisa Modisette, Assistant City Secretary
Kevin Taylor, Interim Building Official, BBG Consulting
Evan DuVall, BBG Consulting

Absent:

Barbara Abrams Minh Ly
Angie Ventura, Permit Clerk Alan Petrov, City Attorney

2. Resident/Visitor Comments

Boy Scouts Chris Tran and Christian Summer attended the meeting to earn requirements for the Communication Merit Badge.

3. Approval of Minutes – October 18, 2018 Special Meeting

Member Searcy moved, Member Roth seconded, to approve the minutes for the October 18, 2018 Special Meeting as presented.

Members Kopelman, Mathews, Murphy, Roth, and Searcy voted “Ayes”. “Noes” none.

MOTION CARRIED UNANIMOUSLY

4. Report on City Council Meeting by P&Z Chair

Chairperson Susan Mathews stated City Council will discuss changing the current construction hours on weekends to a later start time and an earlier ending time. The current construction hours are 7:00 a.m. to 7:00 p.m. Monday through Sunday.

Kevin Taylor stated there has been a complaint regarding the 7:00 a.m. start time on the weekends. This complaint referenced yardwork for the noise, not construction.

5. Reports from City Council Liaison

Shirley Rouse, City Council Liaison, asked for input from Planning & Zoning (P&Z) members regarding the possible change to the construction hours. P&Z members were split regarding a later start time for the construction hours on the weekend.

Member Murphy suggested contacting Member Ly for his input. Member Ly is a building contractor and his input would be knowledgeable.

6. Reports from subcommittees

None

7. Discussion and Possible Action:

a. Proposed Amendment to Zoning Code Section 502 regarding Lawfully Permitted Non-Conforming Lots and Structures in Residential Districts A and C

Kevin Taylor, Interim Building Official, stated there are houses in the City of Hedwig Village that have been built in violation of the Zoning Ordinance. These homes, per the current Zoning Code, could not be occupied, altered, remodeled, or expanded because they are non-conforming. This amendment would include language to allow legally permitted non-conforming homes to be issued permits for repairs and other construction work as long as the project does not add to the non-compliance. This amendment would affect the Residential Districts only. The Business Districts would not be affected.

Member Kopelman stated the intent of this amendment would be to allow repairs or general maintenance on a non-compliant home that would not increase the non-compliance, as well as attempt to reduce the level of non-compliance.

Member Searcy moved, Member Roth seconded, to recommend to City Council to amend Section 502B, as presented, with the deletion of subsection C and with the caveat that the city's attorney will develop criteria to be used by the Building Official to increase lot coverage.

Members Kopelman, Mathews, Murphy, Roth, and Searcy voted "Ayes". "Noes" none.

MOTION CARRIED UNANIMOUSLY

b. Proposed Amendment to Zoning Code Section 505, Subsection F, regarding Exception Plat Date Deadline for Exceptions to 505.C and 505.D

Kevin Taylor, Interim Building Official, stated the Zoning Code was adopted by the City of Hedwig Village on April 29, 1955. Subdivision plats filed with the County Clerk prior to that date have deed restrictions that have priority over the Zoning Code for such items as setbacks. This amendment would change the date to July 13, 1955. This amendment would affect one street within one subdivision only. It would bring several homes on that street into compliance.

Member Kopelman moved, Member Roth seconded, to recommend to City Council to amend the Zoning Code Section 505, Subsection F, regarding Exception Plat Date Deadline for Exceptions to 505.C and 505.D.

Members Kopelman, Mathews, Murphy, Roth, and Searcy voted “Ayes”. “Noes” none.

MOTION CARRIED UNANIMOUSLY

Member Murphy recommended that P&Z discuss to allow all residential districts have a sixty foot front setback.

c. Proposed Amendment to Zoning Code regarding Residential Construction in Business District 4

Evan DuVall, BBG Consulting, stated city staff is currently working on an ordinance to allow residential in Business District B2. P&Z members agreed to postpone further discussion until a later meeting.

d. Proposed Renovations/New Construction by SBISD at Memorial High School

Chairperson Mathews stated Memorial High School will need to present the site plan to the City of Hedwig Village. The site plan, as is, is not approved by the City of Hedwig Village. She stated she would recommend to the school district to request a meeting with city staff.

e. Proposed Ordinance regarding Shared Parking

Evan DuVall, BBG Consulting, stated city staff is currently working on updating the parking ordinances. P&Z members agreed to postpone further discussion until a later meeting.

f. Buried Power Lines in the Business District

P&Z members agreed to postpone discussion until a later meeting.

g. Design Guide

P&Z members agreed to postpone discussion until a later meeting.

h. Minimum Building Construction Standards of LEED Silver, Class “A”, or other standards for the Business Districts

P&Z members agreed to postpone discussion until a later meeting.

i. Proposed Lighting Ordinance

P&Z members agreed to postpone discussion until a later meeting.

j. Landscaping Requirements for Business Districts

P&Z members agreed to postpone discussion until a later meeting.

k. Discussion of the updating of Specific City P&Z Ordinances, Engagement of a Consultant for Project

P&Z members agreed to postpone discussion until a later meeting.

l. Comprehensive Plan

P&Z members agreed to postpone discussion until a later meeting.

m. Future Agenda Topics

Chairperson Mathews stated that the January 2019 meeting date needs to be rescheduled due to the New Year's Day Holiday. She suggested January 3, 2019. P&Z members agreed to the meeting date change for January 2019.

Member Murphy suggested adding an agenda item for discussion to allow sixty foot front setbacks for all Residential Districts.

Chairperson Mathews suggested discussing building in the city's Right-of-Ways, such as allowing landscaping or a parking pad, in the Residential Districts.

8. Adjourn

Member Searcy moved, Member Kopelman seconded, to adjourn the meeting at 8:10 p.m.

Members Kopelman, Mathews, Murphy, Roth, and Searcy voted "Ayes". "Noes" none.

MOTION CARRIED UNANIMOUSLY

Approved and accepted January 3, 2019

Susan Mathews , Chair
Planning and Zoning Commission

Lisa Modisette
Assistant City Secretary