



**CITY OF HEDWIG VILLAGE, TEXAS
PLANNING AND ZONING COMMISSION
REGULAR MEETING
AUGUST 22, 2023 - 5:30 PM
955 PINEY POINT ROAD
HEDWIG VILLAGE, TX 77024**

MINUTES

PRESENT:

Chair Peter Sanborn
Member Dr. Barbara Abrams
Member Doug Bergen
Member John Irwin
Member Russell Abshire
Member Brent Reed
Member Meagan Travis

Wendy Baimbridge, City Administrator
Council Clay Trozzo
Ian Knox, Building Official
Zach Petrov, City Attorney
Luzdenny Fernandez, P&Z Secretary

1. CALL TO ORDER

Chair Peter Sanborn called the meeting to order at 5:35pm.

2. RESIDENT/VISITOR COMMENTS

Resident Bob Weine at 8929 Gaylord Dr. #150, had a question about pole signs and why are they still allowed in the City of Hedwig.

3. DISCUSSION AND POSSIBLE ACTION ON:

a. DESIGN GUIDELINES –

Chair Peter Sanborn thanked the members for attending the meeting and did roll call. Members made various comments about several topics on section 3 of the draft design guide. The comments mentioned were a continuation of various comments on topics from their last special meeting.

- Recommended standards- site design, building design standards, lighting standards and parking lot standards.
- Parking side- buildings shall have no more than two rows of street-fronting parking within the setback area. No more than 50% of a site's gross square footage should be used for surface parking. Exception: Does not apply when satisfying min. parking standards
- Removal of trees- requiring replacement per existing ordinance
- Parking garages- shall be located in the interior of the site and concealed by a building wherever feasible.
- Pedestrian Priority areas- How buildings should be oriented to provide access, activity and visual definition; buildings in commercial districts shall provide walkways consisting of various accommodations.

- Building exterior visibility- Key corridor (Will not include any other streets other than Gaylord and I10) -Building facing the promenade shall be no more than 24ft from the street.

4. APPROVAL OF THE MINUTES

August 1st, 2023, Special Meeting

Member Brent Reed motioned; Member Meagan Travis seconded to approve the minutes as presented. Motion carried 6-0.

MOTION CARRIED UNANIMOUSLY

5. ADJOURN

The meeting was adjourned at 7:15 p.m.

MOTION CARRIED UNANIMOUSLY

Approved and accepted on August 22, 2023

ATTEST:

Peter Sanborn, Chairperson

Luzdenny Fernandez, P&Z Secretary