



**CITY OF HEDWIG VILLAGE, TEXAS
JOINT PUBLIC HEARING
CITY COUNCIL MEETING
PLANNING & ZONING COMMISSION
AUGUST 14, 2025 – 6:00 P.M.
955 PINEY POINT ROAD**

MINUTES

1. CALL TO ORDER

Mayor Jinks called the meeting to order at 6:01 p.m.

Present: Mayor Tom Jinks

Councilmember Patrick J. Breckon
Councilmember Scott Davis
Councilmember Miles Loveless
Councilmember Clay Trozzo
Councilmember Matt Woodruff

Wendy Baimbridge, City Administrator
Justin Wood, Police Chief
Lisa Modisette, City Secretary
Alan Petrov, City Attorney
Eli Fernandez, Building Official

Absent: None

Planning and Zoning Chair Sanborn called the meeting to order at 6:01 p.m.

Present: Chair Peter Sanborn

Member Barbara Abrams
Member John Irwin
Member Meagan Travis

Member Russell Abshire
Member Brent Reed

Absent: Member Doug Bergen

2. PLEDGE OF ALLEGIANCE

Mayor Jinks led Councilmembers, Planning & Zoning Members, City staff, and residents in the pledge of allegiance.

3. PUBLIC HEARING

A. A Proposal to Amend Article V, Zoning Regulations, Section 505(B), Limitations, and Section 507(C)(3), Flags, of the Hedwig Village Planning and Zoning Code by Adding Regulations for Flags and Flagpoles.

Tim Davis expressed concern over the possible high number of flagpoles on the east side of the City. He stated the smaller properties on the east side of the City are individually owned and could each have a flagpole.

4. DISCUSSION BETWEEN CITY COUNCILMEMBERS AND PLANNING AND ZONING MEMBERS REGARDING THE ABOVE REFERENCED ITEM.

Planning and Zoning (P&Z) Chair Sanborn reviewed the proposed amendments to the Code regarding flags and flagpoles.

Residential

- A sign permit and permit fee would be required for installation of a flagpole.
- Flagpoles shall be located at least ten (10) feet from the property line.

- Single family residences may erect one (1) flagpole.
- Flagpoles shall not exceed twenty-five (25) feet in height measured from average grade within five (5) feet of the proposed pole location.
- No flag or flagpole shall be located within any easement.
- Flag size shall not exceed twenty-four (24) square feet.
- Display of the United States, Texas, Harris County, or Hedwig Village flag is not prohibited and can be displayed. No permit or fee will be required. However, the size and distance regulation contained in this subsection shall apply.
- Limit to three (3) flags.

Commercial

- One (1) corporate flag and flagpole, per location, if the business is located within the boundaries of Hedwig Village. A sign permit and fee is required.
- Flagpoles shall not exceed thirty-five (35) feet in height.
- The maximum flag size will be based on the height of the flagpole. Flagpoles twenty (20) foot or less in height – maximum flag size limited to twenty-four (24) square feet, flagpoles greater than twenty (20) feet but less than thirty feet – maximum flag size of forty (40) square feet, flagpoles thirty (30) or greater – maximum flag size of sixty (60) square feet.
- No flags or flagpole in any easement.
- Display of the United States, Texas, Harris County, or Hedwig Village flag is not prohibited and can be displayed. No permit or fee will be required.
- Limit to three (3) flags.

P&Z Member Irwin suggested a spelling error correction in Section 507(C)(3)(b) – first line – “indicting” should be “indicating”.

Councilmember Woodruff expressed concern that “flagpole” was not defined. He stated flagpoles mounted on a house that might display seasonal flags would be prohibited under the proposed amendments. He also stated the proposed amendments might apply to flags displayed inside a house. He suggested allowing flagpoles under ten (10) feet that are not permanently mounted would be exempted. He suggested removing the language regarding the American, Texas, or any other municipal flag so as not to be in violation of the First Amendment regarding free speech from both Sections.

Chair Sanborn suggested changing the language to reflect flagpoles installed in the ground, as opposed to flagpoles permanently mounted. He also stated the permit requirement is for the installation of a flagpole.

Alan Petrov, City Attorney, stated the Code is not intended to apply to inside a residence.

Eli Fernandez, Building Official, stated the Code does not currently have standards for the installation of the flagpole.

Councilmember Woodruff suggested the City Engineer create a standard for installation of flagpoles, defining the term “flagpole”, and adding language regarding flagpoles in the ground. Councilmember Breckon suggested the flagpole standard should be based on pole height.

Councilmember Woodruff summarized the requested Council changes to the proposed ordinance:

- Exempt flagpoles under 10 feet
- Remove the language in bullet point (h) above
- City Engineer to create a standard for the installation of a flagpole
- Define “flagpole”

City Council members and Planning & Zoning members discussed the term “per location” in relation to number of flagpoles allowed on a property. Chair Sanborn stated the intent was 1 flagpole per property. The alternative terms discussed were “parcel” or “property”.

Alan Petrov suggested P&Z meet again on this topic with the suggested updated language, after which they could bring their recommendations to Council at a later date. He stated another Joint Public Hearing would not be required.

5. ADJOURN

Motion was made by Councilmember Woodruff and seconded by Councilmember Trozzo to adjourn the Joint Public Hearing at 6:28 p.m. Motion carried 5-0.

MOTION CARRIED UNANIMOUSLY

Motion was made by P&Z Member Reed and seconded by Chair Sanborn to adjourn the Joint Public Hearing at 6:28 p.m. Motion carried 6-0.

Approved and accepted on September 11, 2025.

ATTEST:

Tom Jinks, Mayor

Lisa Modisette, City Secretary