



**CITY OF HEDWIG VILLAGE, TEXAS  
PLANNING AND ZONING  
COMMISSION MEETING  
APRIL 22, 2025  
955 PINEY POINT ROAD  
HEDWIG VILLAGE, TX 77024**

**MINUTES**

**PRESENT:**

Chair Peter Sanborn  
Member Barbara Abrams  
Member Russell Abshire  
Member Doug Bergen  
Member John Irwin

Zach Petrov, City Attorney  
Evan Duvall, Building Official  
Wendy Baimbridge, City Administrator  
Clay Trozzo, Council Liaison  
Lisa Modisette, City Secretary

**ABSENT:**

Member Brent Reed

**1. CALL TO ORDER**

Chair Peter Sanborn called the meeting to order at 5:34 pm.

**2. RESIDENT/VISITOR COMMENTS**

Andrea Hermann, 930 Karos Lane provided a copy of flag display protocol from the Veterans of Foreign Wars (VFW). She also expressed concern regarding parking of contractors' vehicles at a construction site. She requested P&Z discuss alternatives to street parking during construction.

**3. DISCUSSION AND POSSIBLE ACTION ON:**

**a. 8775 Katy Freeway**

Item was withdrawn from discussion by the property owner.

**b. Flags and Flagpoles – Article V Zoning Regulations, Chapter 505(B) and Chapter 507(C)(3)**

Evan DuVall, Building Official, stated the intent of the proposed change to the Code regarding flags and flagpoles was to create regulations related to size and number of flagpoles and flags. He stated the Code is currently silent on flags and flagpoles for the residential districts. The Code currently has regulations for flags in the commercial districts but no regulations for flagpoles.

The proposed changes include:

**Residential**

- A sign permit and permit fee would be required for installation of flagpole.
- Flagpoles shall be located at least ten (10) feet from the property line.
- Single family residences may erect one (1) flagpole. A sign permit and fee is required.



- Flagpoles shall not exceed 25 (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.
- Limit to three (3) flags per property.

#### 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. Twenty (20) foot poles – 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 per property.

Commission members, Building Official, City Attorney, City Administrator, and Council Liaison discussed limiting the number of flags allowed per pole or per property, distinguishing between the U.S. and Texas flags from other types of flags, ensuring the safety of a flagpole based on number of flags attached, being careful not to infringe on freedom of speech in regulating types of flags, and regulations cannot be based on content of flags.

Chair Sanborn motioned, Member Irwin seconded, to approve the addition of language, “number of flags shall not exceed three (3)”, for residential and commercial, as presented. Approved 5-0.

#### **MOTION CARRIED UNANIMOUSLY**

Member Sanborn motioned, Member Irwin seconded, to approve the proposed changes to the Planning and Zoning Code, with the addition of the above-mentioned language, as presented. Approved 5-0.

#### **MOTION CARRIED UNANIMOUSLY**

### **4. APPROVAL OF THE MINUTES**

November 19, 2024, Special Meeting Minutes

Member Travis motioned, Member Bergen seconded, to approve the minutes, as presented. Motion carried 5-0.

#### **MOTION CARRIED UNANIMOUSLY**



**5. ADJOURNED**

Member Irwin motioned, Member Abshire seconded, to adjourn the meeting at 6:09 p.m.  
Motion carried 5-0.

**MOTION CARRIED UNANIMOUSLY**

ATTEST:

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Peter Sanborn, Chairperson

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Luzdenny Fernandez, P&Z Secretary