

**MINUTES  
CITY OF HEDWIG VILLAGE  
PLANNING AND ZONING COMMISSION  
REGULAR MONTHLY MEETING  
TUESDAY, FEBRUARY 1, 2011  
7:00 P.M. – 955 PINEY POINT ROAD**

**#1. CALL TO ORDER**

Chairman Wiener called the meeting to order at 7:15 P.M

Members present:     Robert Wiener, Chairman  
                              Barbara Abrams  
                              Sylvie Bucci  
                              Susan Mathews  
                              Pat Murphy  
                              Alan Petrov, City Attorney

Absent were:           Mark Tidwell, Vice Chairman  
                              T.J. Burns  
                              Michael Schultea  
                              Bitsy Searcy  
                              Bob Dixon, City Council Liaison

**#2. RESIDENT/VISITOR COMMENTS**

None

**#3. APPROVAL OF MINUTES – Regular Monthly Meeting January, 2011**

Member Mathews stated her name was misspelled on page 3.

Member Bucci motioned, Member Mathews seconded, for the approval of the minutes for the January 4, 2011 meeting with the noted correction.

**MOTION CARRIED UNANIMOUSLY**

**#4. DISCUSSION AND POSSIBLE ACTION ON USES IN THE PROPOSED NEW BUSINESS DISTRICTS**

Chairman Wiener turned the meeting over to Member Bucci to discuss a PUD (Planned Unit Development).

Members were provided a handout of the preliminary draft for Planned Unit Development (PUD) for review.

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Member Bucci stated the goal was to develop the business districts as a PUD, allowing the City to be heavily involved with the developer and owner in the development of the property. She stated the property could be designed in such a way that the City and the developers are happy with the results. She read the definition of a PUD as a “term used to describe a type of development and the regulatory process that permits a developer to meet overall community density and land use goals without being bound by existing zoning requirements. PUD is a special type of floating overlay district which generally does not appear on the zoning map until a designation is requested.”

Member Bucci stated the sub-committee had been discussing the lot size for a PUD and if a PUD should encompass all the business districts or such specific areas. She stated these issues need to be discussed further. She stated the sub-committee had also discussed a plan book for the City, which ties in a comprehensive plan.

Chairman Wiener suggested the sub-committee continue to meet to write a clear comprehensive plan.

Member Murphy asked Alan Petrov, City Attorney, if Planning and Zoning should do a comprehensive re-write of the Code or should P&Z do a re-write one section at a time.

Alan Petrov, City Attorney, stated it would be preferable to do as much re-write at one time as possible. He stated several constraints prevent a complete comprehensive re-write, such as lack of time and budget. He suggest writing a comprehensive plan for the City, then concentrating on the business districts, followed by concentrating on the residential areas. He stated land planning consultants could assist with the plan.

Member Murphy stated the comprehensive plan should address the need of allowing a PUD.

Member Bucci discussed the Design Book, as listed on page 2 of the preliminary draft.

Member Bucci stated many items already discussed previously by Planning & Zoning, just need to gather all the information together to write the plan.

Chairman Wiener stated the PUD clarifies and simplifies issues already discussed . He stated Planning and Zoning will set the zoning requirements, then a PUD. He stated the Commission could specify which business districts to allow a PUD, but zoning requirements would still apply.

Member Mathews stated a PUD could be more specific in terms of building appearance. She stated the zoning requirements would not be that specific in that instance.

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Member Bucci asked if the Commission would allow a PUD in all business districts or just allow in certain areas.

Chairman Wiener stated he thought the PUD would regulate usage in addition to appearance.

Mr. Petrov stated a PUD could address usage and appearance.

Member Mathews asked how Hedwig Village could head toward a Master Planned Community.

Mr. Petrov stated Hedwig Village could not because of the fractured ownership of the properties.

Member Bucci stated the small properties on the east end of the City are being bought and consolidated by one owner. She stated the City should have a voice in several issues, such as landscape, appearance and being pedestrian friendly.

Chairman Wiener stated those issues would need to be included in the zoning requirements.

Member Murphy stated the City needs a comprehensive plan that is in sync with the Code and any allowable PUD.

Member Bucci suggested the City should have 1 business district with a PUD that can allow less restrictions within the district. She suggested another option, making all business districts a PUD which would allow for consistency.

Member Murphy asked if the City would have to hire someone to oversee the PUD.

Mr. Petrov stated the current employees would be able to handle any increase.

Member Murphy stated the City could possibly have 2 potential developments happening in next couple of years.

Member Bucci stated other Cities created a Committee, such as an Architecture Committee, to assist in any PUD plan review.

Member Murphy stated there are 2 concerns

1. increase in traffic
2. building heights

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Member Bucci stated guidelines would be put into the PUD to address those concerns.

Chairman Wiener re-read the last sentence of the definition on page 1 of the preliminary draft of the PUD. He stated it was a clear simple statement. He stated simple statements could be used to clarify issues, such as retail requirements for districts.

Member Bucci stated the design book should work in tandem with the Ordinances.

Member Mathews stated the PUD could create uniformity in the look of the buildings.

Member Murphy stated the Commission needed to create a plan, an attractive vision for the City. He stated the Commission needed to get these discussion on paper. He asked if the sub-committee was headed in the right direction.

Member Bucci stated the Zoning Code does not allow for variances whereas a PUD would.

Chairman Wiener stated the Code set restrictions in usage; however, a PUD would allow flexibility.

Member Abrams stated she does not like the term “floating district overlay” because the meaning is not clear to the public.

Member Bucci stated there were two sections of the document. Part one covers the definitions. The second part covers the ordinances, such as usages and sustainability.

Chairman Wiener suggested reading the preliminary draft to discuss points of interest within the document.

The Commission discussed the following points:

1. minimum property size
2. language within the document
3. consolidate items within the document
4. omitting/adding sections or wording

Mr. Petrov stated the PUD plan review would be a two part process.

Member Murphy stated P&Z only meets once a month, which would slow down the review process.

Member Bucci suggested a Special Called Meeting, if necessary, to speed up the review process.

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Chairman Wiener suggested an edit of the document for the next meeting. He stated the Commission would read through the draft again, then forward to City Council for review. He asked for any final comments from the members on the document.

Member Bucci stated she would re-write the document and meet with the sub-committee.

Member Murphy thanked Members Bucci, Searcy and Mathews for their hard work on the sub-committee.

Member Abrams stated she was satisfied with the draft.

Member Mathews stated she would like a more general section for each business district and to read through the document again.

**#5. ADJOURN**

Member Bucci moved, Member Abrams seconded, to adjourn the meeting at 8:50 P.M.

**MOTION CARRIED UNANIMOUSLY**

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Lisa Modisette  
Administrative Assistant