



**CITY OF HEDWIG VILLAGE, TEXAS  
SEPCIAL CALLED PLANNING AND ZONING MEETING  
THURSDAY, MAY 16, 2019  
6:30 P.M. OR IMMEDIATELY FOLLOWING  
JOINT PUBLIC HEARING  
- 955 PINEY POINT ROAD**

**MINUTES**

**1. CALL TO ORDER**

Chairperson Susan Mathews called the meeting to order at 7:43 p.m.

Present: Barbara Abrams Susan Mathews  
Pat Murphy Tom Roth  
Bitsy Searcy Kevin Taylor (left at 9:00 p.m.)  
Evan DuVall, Building Official  
Alan Petrov, City Attorney (arrived at 9:05 p.m.)  
Lisa Modisette, Assistant City Secretary

Absent: Diana Kopelman Minh Ly  
Shirley Rouse, Council Liaison Angie Ventura, P&Z Secretary

**2. DISCUSSION AND POSSIBLE ACTION REGARDING**

- a. The Purposed Amendment to Article V, Zoning Regulations, Section 509, Planned Unit Developments, of the Planning and Zoning Code of the City of Hedwig Village, Texas to allow for Planned Unit Developments for School Uses in the Residential A Zoning District.**

Chairperson Susan Mathews asked Kevin Taylor, Building Official, to explain the impact of the Memorial High School property not having been platted and the additional driveway the school district would like to install as well as the drainage.

Kevin Taylor, Building Official, stated the property in question has not been platted. The City has asked for a twenty foot drainage easement as part of the platting process, regardless of the proposed building project. The easement will run north to south along the west end of the property. The lack of the plat should not affect the proposed amended Planned Unit Development (PUD). The plat should clearly outline any necessary easements requested by the City. The school district would not be issued a building permit for the proposed renovations until the property is platted. The preliminary plat process requires the school district to submit various documents including a traffic impact analysis (TIA), drainage analysis, and a site plan. Planning and Zoning would be involved in the final platting process.

Planning and Zoning (P&Z) members and Kevin Taylor discussed drainage currently in place on the school property and with the proposed changes. There was discussion on the proposed driveway on the west end of the school property and the affect the driveway would have on drainage. Kevin Taylor stated the City could require that any drainage study include a larger area of the City.

Kevin Taylor stated a PUD would give the City the power to address topics with the school district to allow the proposed school building to be built in exchange for certain items such as improved drainage. The school district does not have any other option but to apply for a building permit under the PUD ordinance.

Chairperson Mathews stated P&Z should consider adding in additional restrictions for nonresidential uses in the residential districts.

Kevin Taylor stated that would be the purpose of the PUD.

P&Z members discussed the requested changes from the school district. The changes included an additional driveway, the inclusion of gymnasiums, theaters, and auditoriums in the proposed building height, increase the proposed maximum height to seventy five feet, allow windows above thirty five feet in buildings located more than three hundred seventy five feet from any residential zone, allow twenty percent lot coverage for buildings over thirty five feet in height, and to allow an exception on the parking requirements for the existing campus.

Chairperson Mathews asked the P&Z members for a consensus of the maximum height of the proposed buildings. Members Abrams, Mathews, and Searcy were of the opinion that fifty feet in height was a good height for the buildings. Members Murphy and Roth were of the opinion that a taller building height would allow the green space on the property to remain the same or increase.

Kevin Taylor stated the mechanical equipment placement on the roof of the proposed building must be contained in an enclosed structure due to the laboratories and the necessary fume vents in the building.

P&Z members discussed the various comments from the public voiced during the Joint Public Hearing held prior to this meeting.

P&Z members discussed adding language regarding parking for the high school.

P&Z members were unable to reach an agreement on any matter under discussion.

Member Roth moved, Member Abrams seconded, to postpone the recommendation and report to Council until the next regular scheduled meeting or a special called meeting.

Members Abrams, Mathews, Murphy, Roth, and Searcy voted “Aye”, “Noes” none.

**MOTION CARRIED UNANIMOUSLY**

Mayor Muecke arrived at 9:00 p.m. and asked the P&Z members to continue discussing the PUD agenda item. He left the meeting at 9:03 p.m.

Alan Petrov, City Attorney, arrived at 9:05 p.m. to answer any questions the P&Z members may have.

Pat Murphy suggested a twelve percent lot coverage.

Susan Mathews suggested adding twenty percent green space requirements to Residential District A, adding a prohibition of any new driveway within three hundred seventy five feet of a residential property, and adding a prohibition about having windows above the second floor of any building.

Member Abrams moved, Member Murphy seconded, to withdraw the motion to postpone the recommendation and report to Council.

Members Abrams, Mathews, Murphy, Roth, and Searcy voted “Aye”, “Noes” none.

**MOTION CARRIED UNANIMOUSLY**

Member Searcy moved, Member Roth seconded, to report and recommend approval of the proposed PUD with the following changes:

- add language regarding green space and outdoor site amenities
- add language prohibiting any new driveway within three hundred seventy five feet of a residential lot
- change language regarding ground floor slab
- add language requiring approval by City Council regarding windows above the second floor of a building
- increase lot coverage from ten percent to twelve percent

Members Abrams, Mathews, Murphy, Roth, and Searcy voted “Aye”, “Noes” none.

**MOTION CARRIED UNANIMOUSLY**

**b. Proposed Ordinance regarding Shared Parking Valet/Shuttle Service and Offsite Parking**

No discussion.

**3. ADJOURN**

Member Murphy moved, Member Searcy seconded, to adjourn the meeting at 9:31 p.m.

Members Abrams, Mathews, Murphy, Roth, and Searcy voted “Aye”, “Noes” none.

**MOTION CARRIED UNANIMOUSLY**

Approved and accepted on July 2, 2019.

ATTEST:

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Pat Murphy, Member

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Lisa Modisette, Asst. City Secretary