



**CITY OF HEDWIG VILLAGE, TEXAS
PLANNING AND ZONING COMMISSION
SPECIAL MEETING
MAY 30, 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 Megan Travis
Member Russell Abshire

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

ABSENT:

Member Brent Reed

1. CALL TO ORDER

Chair Peter Sanborn called the meeting to order at 5:30pm.

2. RESIDENT/VISITOR COMMENTS

None

3. DISCUSSION AND POSSIBLE ACTION ON:

a. DESIGN GUIDELINES –

Chair Peter Sanborn thanked the members for attending the meeting. Chair Peter Sanborn discussed the draft design guide standards and how it would benefit Hedwig Village to adopt and implement the design standard proposed by Kendiq Keast. Members made various comments about several topics including the following:

- Attractive street fronts free of large unbroken parking lots and visible service areas
- Street-facing buildings and concealed loading and service areas/conflicting corner lots
- Surface parking locations/placement
- Parking requirements
- Setbacks/Step-backs/building height. Chair Sanborn stated the current height mandates will not be amended in the code.
- Cross access easements
- Landscaping-tree canopies/green screen along Gaylord Drive
- Institute stronger interior-site landscaping throughout the commercial districts
- Parking lot landscaping/planting location
- Improvement of pedestrian accommodations/accessibility
- Pedestrian experience on commercial sites
- Interface of commercial and residential zones

Chair Sanborn stated the draft of the Design Guide will be amended based on comments from the Committee.

4. APPROVAL OF THE MINUTES

April 25, 2023 Regular Meeting

Member Dr. Barbara Abrams motioned, Member Doug Bergen seconded, to approve the minutes as presented. Motion carried 6-0.

MOTION CARRIED UNANIMOUSLY

5. ADJOURN

The meeting was adjourned at 7:20 p.m.

Member Doug Bergen motioned, Member John Irwin seconded, to adjourn the meeting. Motion carried 6-0.

MOTION CARRIED UNANIMOUSLY

Approved and accepted on July 25, 2023

ATTEST:

/s/
Peter Sanborn, Chairperson

/s/
Jessica Wuisan, P&Z Secretary