CITY OF HEDWIG VILLAGE, TEXAS
PLANNING AND ZONING
COMMISSION MEETING
AUGUST 26, 2025
955 PINEY POINT ROAD
HEDWIG VILLAGE, TX 77024

MINUTES

PRESENT:

Chair Peter Sanborn
Member Barbara Abrams
Member Doug Bergen
Member John Irwin
Zach Petrov, City Attorney
Eli Fernandez, Building Official
Lisa Modisette, City Secretary
Wendy Baimbridge, City Administrator

ABSENT:

Member Russell Abshire
Member Meagan Travis
Member Brent Reed

1. CALL TO ORDER

Chair Sanborn called the meeting to order at 5:37 pm.

2. RESIDENT/VISITOR COMMENTS

Tim Davis, 815 Hedwig Way, stated Brett Moody presented to P&Z, at a previous meeting, a proposed 10 story residential development to be located at 8775 Katy Freeway. He stated the City Code would prohibit this type of development and urged Planning & Zoning (P&Z) to reject this development and uphold the City's Code.

Andrea Hermann, 930 Karos Lane, encouraged more residents to speak regarding the proposed development at 8775 Katy Freeway. She stated she is hopeful the City will not amend any of the ordinances to allow this type of development. She also encouraged P&Z to create a solution to the parking problem at construction sites in the residential areas of the City, possibly requiring off-site parking for the construction workers and other vehicles.

3. DISCUSSION AND POSSIBLE ACTION ON:

a. Texas Legislature changes –

i. HB 24 Zoning Amendments and Protests as it applies to the Hedwig Village Code of Ordinances, Article VII, Amendatory Procedures, Sections 707, Publication, and Section 712, Final Action by City Council

The City Attorney stated the City must add language to Article VII, Section 707 to bring the City's Code in compliance with state law. The new language will include notifying the school district of any changes to the zoning classification, notice of proposed changes to zoning classification must be posted to the City's website, notice must be mailed to property owners, with specific language in the mailed notice, whose property may become nonconforming due to the proposed zoning classification changes. The City Attorney also stated the City, to conform with state law, must add language to Article VII, Section 712 regarding written protests pertaining to proposed changes to zoning regulations or district boundaries. Additionally, Article VII, Section 713 must include new language pertaining to written

protests. The City will also add a definition for “proposed comprehensive zoning change”. Add language to Article VIII, Section 804, to clarify the Standards, Section 807, to clarify the action of the Board of Adjustment, Section 810, adding language regarding nonconforming uses and structures, Section 811, adding language regarding nonconforming accessory uses, Section 813, add language regarding appeals to the Board of Adjustment of a Building Official’s decision, Section 502, add language pertaining to the use of a structure or lot, Section 202, add language to the definition of “nonconforming use”, add a definition of “nonconforming structure”, and add a new definition for “No-impact home-business”, Section 505, add language to permitted uses pertaining to business.

Chair Sanborn motioned, Member Bergen seconded, to recommend the adoption of the added language and other amendments for Article VII, Amendatory Procedure, Article VIII, Division I, Variances, Article Division III, Appeals, and Section 502, Permitted Uses, Section 505, Residential districts A and C, and Section 202, Definitions, as discussed. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

P&Z tabled further discussion on Article VIII, Division II, Nonconformities in Business Districts, until a later date.

ii. HB 2464 Home-Based Businesses as it applies to the Hedwig Village Code of Ordinances, Article V, Zoning Regulations, Residential Districts A and C, Section 505(B) Limitations, 9, Business

The City Attorney recommends adding language to Section 505 regarding home-based business. He also recommends added a new definition for “No-impact home-business”.

Chair Sanborn motioned, Member Irwin seconded, to recommend the adoption of the added language and other amendments, as discussed, for the residential districts. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

iii. Any other Texas Legislative Changes (e.g. HB 4506, Electronic Notice of Zoning Changes)

HB 4506 is not required but does allow a municipality to create an online portal for residents to “opt in” for notices via electronic means. The resident must be able to have the ability to sign up on the City’s website, if the option is offered. The resident must respond to the electronic notice to confirm the message was received. This item was discussion only.

b. Flags and Flagpoles

i. Appendix A, Planning and Zoning Code, Article V, Zoning Regulations, Chapter 505(B)

ii. Appendix A, Planning and Zoning Code, Article V, Zoning Regulations, Chapter 507(C)(3)

City Council requested additional language be added to the proposed ordinance amendment. P&Z members, the City Administrator, and the City Attorney discussed the

possible additional language. City Council suggested excluding flagpoles mounted to a residence, excluding flagpoles, in the ground, under 10 feet, excluding flagpoles not permanently mounted, add a requirement to submit engineering drawings for the installation of a flagpole over 10 feet, and strike (h) from 505(B)(18) for the residential districts. The suggestions for the business districts include striking (h) from Section 507(C)(3) and replace the "location" with "parcel" in Section 507(C)(3)(c).

Chair Sanborn motioned, Member Irwin seconded, to recommend the adoption of the added language and other amendments, as discussed, for the residential districts. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

Chair Sanborn motioned, Member Bergen seconded, to recommend the adoption of the added language and other amendments, as discussed, for the business districts. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

c. Fences

   i. Appendix A, Planning & Zoning Code, Article V, Zoning Regulations, Chapter 505, Residential districts A and C

Wendy Baimbridge, City Administrator, stated a portion of the fence ordinance is not clear regarding placement of a side yard fence from the front of a residence and requests changing the language to clarify the intent.

Chair Sanborn motioned, Member Irwin seconded, to recommend the adoption of the discussed language. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

d. Planned Unit Development – Hedwig Row Community, 9075 Gaylord

Chair Sanborn stated Planned Unit Developments (PUD) are allowed in the City, per the City's Planning and Zoning Code.

John Anderson, 35 South Capital, stated his company purchased the property at 9075 Gaylord Drive 2 years ago. The property is 3.4 acres. Currently, the property has an apartment complex built in 1963. The proposed redevelopment would include 1-acre commercial fronting Gaylord, the remaining 2.4 acres would have approximately 19-20 2-story homes fronting Corbindale. The homes would be zero-lot line, single family detached. Construction, if the PUD is approved, will begin at the end of 2026. The residential area will be less resident dense than the current development. The commercial will have retail on the ground floor, with offices above. The proposed development will require several variances, including parking, residential lot size and setbacks, and signage, as well as other variances. The development will be pedestrian friendly and will have green spaces. The development might include installing a drainage pipe and filling in the open ditch that is just to the west of the property in order to create a walking trail.

Zach Petrov, City Attorney, reviewed the PUD application process. The developer must submit a completed PUD application to P&Z for review, hold pre-application meeting(s) with the City, P&Z, after review, will then recommend to City Council to hold a joint public hearing to be held prior to any decision by City Council, P&Z will make a final recommendation to City Council. City Council will have the final decision on approval.

This item was for discussion only and no action was required.

e. Small Cell placement at 845 1/3 Echo Lane

Chair Sanborn motioned, Member Bergen seconded, to table this agenda item. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

4. APPROVAL OF THE MINUTES – July 22, 2025 Regular meeting
August 14, 2025 Joint Public Hearing

Member Irwin motioned, Chair Sanborn seconded, to approve the minutes, as presented. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

5. ADJOURNED

Member Bergen motioned, Member Irwin seconded, to adjourn the meeting at 7:27 p.m. Motion carried 4-0.

MOTION CARRIED UNANIMOUSLY

ATTEST:

Peter Sanborn, Chairperson

Lisa Modisette, City Secretary