

**CITY OF HEDWIG VILLAGE, TEXAS  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
TUESDAY, APRIL 5, 2016  
7:00 P.M. - 955 PINEY POINT ROAD**

**MINUTES**

**1. CALL TO ORDER**

Chairperson Bucci called the meeting to order at PM.

Present: Sylvie Bucci, Chairperson

Commission Members

Barbara Abrams  
Michael Brandt  
Pat Murphy  
Tom Roth  
Bitsy Searcy  
Rakesh Verma

Alan Petrov, City Attorney

**2. RESIDENT/VISITOR COMMENTS**

None.

**3. APPROVAL OF MINUTES**

Member Searcy moved, Member Roth seconded, to approve the March 1, 2016 minutes with corrections.

Members Abrams, Bucci, Roth, Searcy and Verma voted "Aye", "Noes" none.

**4. REPORT ON CITY COUNCIL MEETING/COMMENTS FROM CITY COUNCIL LIAISON**

Council Liaison Wiener stated that City Council was receptive to the proposals that Planning and Zoning was working on, in particular the sign ordinance, (provided a copy) of original request from the parent that wanted to allow electronic sign, as Memorial High was one of the only that didn't have one. He stated that red LED seems to be the standard. And they are typically considered the lowest energy consumers due to the fact that they do not interfere with night vision either makes red favorable.

Council Liaison Wiener stated that a simple light glare ordinance with illustrations to display the benefits of easing light pollution

## 5. REPORTS FROM SUBCOMMITTEES

Member Searcy stated that Chairperson Bucci and she had met with Mayor Muecke to discuss the Lighting ordinance, concentration on the schools monument lighting. First, the lighting in it, the monument size is set, and the location of it. She stated that Planning and Zoning should reference it just under school and churches in order to limit just to those. Stated that they had went further basically boiled down to school signs that are lit that the message would rotate once a day, the sign would have to be located where the light could not face any residential area, they could even put a dimmer for evening hours. She also

Chairperson Bucci stated that with LED is all inherently dimmable; any screen would have that capability. She thought this may ascribe a certain limit; it may be that it is capable of visually adjusting at night.

Member Searcy stated that they had discussed limiting the area to simplify the location for school signs, went back east from Bunker Hill and all the way to the end of property at Voss, however it did not include St. Cecilia's.

Chairperson Bucci stated that the reason is that three sides of St. Cecilia's faces residential it is only the side facing Bunker Hill that a side could be positioned to face that direction and away from residential.

Chairperson Bucci stated that the document that Planning and Zoning had of the sign ordinance basically summarized the sign ordinance document as explaining that there would be allowance for one sign per campus and only allowed for churches and school. She also stated that these signs that are on properties cannot face any residential properties as it would be a nuisance. She stated that design was white background with black letter in order to emulate existing signs as it would be more cohesive for the city. No rolling or flashing script would be permitted, also recommended that there was one message change per every 24 hours.

Attorney Petrov asked if there was any verbal description of the zone as illustrated in the sign ordinance.

Chairperson Bucci stated that Planning & Zoning would need to get with Lane Standley the Building Official and scale that exactly.

Attorney Petrov agreed as it needed to be described accurately in order to implement into city code.

Chairperson Bucci asked if they wanted to discuss allowing government signs possibly in the future in order to allow messages to be shared with the surrounding community.

Member Abrams stated that they could specify municipal building, as this would distinctly limit to the HVPD and the City of Hedwig Village City Hall.

Chairperson Bucci stated that it would be best as all seemed to agree to add the allowance for municipal buildings for possibly lit signage.

**6. DISCUSSION AND ACTION REGARDING THE DRAFTING OF A DESIGN GUIDELINE**

None.

**7. OUTDOOR LIGHT ORDINANCE REVISIONS FOR DISCUSSION AND POSSIBLE ACTION**

Chairperson Bucci stated that the lighting ordinances for neighboring cities, using original draft went through and addresses some key points that they felt were beneficial to add to the City of Hedwig Villages document. Such as distinguish glare, how that is a nuisance and how to prevent it. Stated also that paragraph B was specific about not disturbing others identifies how city wants residents to be protected from light glare and pollution. Adding more specific definition of 'glare' and 'outdoor lighting' as well as going to recommendations added a couple more addressing seasonal decorations and then a time assigned and specific dates. In one village ordinance they had referenced stated light should be extinguished from 11pm-dawn. Addressed recreation and non-residential, hours and operation at game courts, basically saying that padded wall and or game courts should be extinguished not later than 10pm-8am the following day. Chairperson Bucci stated that they had touched on enforcement and inspection fees, referenced from Spring Valley, last page under enforcement.

**8. DISCUSS STATUS OF JOINT SESSION MEETING WITH MAYOR AND CITY COUNCIL**

Chairperson Bucci stated that she would like to check dates. April 18-22 and April 25<sup>th</sup>-29<sup>th</sup> in order to narrow down a date for Joint Session meeting with Mayor and City Council. Tuesday 19<sup>th</sup> and Wednesday 20<sup>th</sup> was the better days for all.

**9. DISCUSS NEW PROPOSED AGENDA ITEMS FOR NEXT MEETING**

Council Liaison stated that he felt there had initially idea to plant along ROW, perhaps readdress beautification along edge of freeway and City of Hedwig Village Right of Way.

Chairperson Bucci stated possibly addressing seeking the aide of an arborist to aid in planting as a part of city beautification.

**10. ADJOURN**

Member Abrams moved, Member Roth seconded, to adjourn the meeting at 8:26 P.M.

Members, Abrams, Bucci, Roth, Searcy and Verma voted "Aye", "Noes" none.

**MOTION CARRIED UNANIMOUSLY.**

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Sylvie Bucci  
Planning and Zoning Chairperson

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Brandy Jaramillo  
Planning & Zoning Secretary