

City of Piney Point Village
Planning & Zoning Commission Meeting
Minutes from
February 24th , 2022

Members Present: Chair Margaret Rohde, Bill Burney, Dana Gompers, and Don Jones.

Members Absent: Charles Peterman.

City Staff: Bobby Pennington City Administrator, Annette Arriaga, Director of Planning, Development, & Permits, Kimberly Perez, Admin Assistant, Jose Gomez, Public Works/Code Enforcement, David Olson with Olson and Olson, Joe Moore P.E with HDR Engineering, Jason Bienek Plan Examiner/Inspector, Cary Moran, City Forester.

City Council Members: Joel Bender, Henry Kollenberg, and Michael Herminghaus.

Signed in Guests: Mario Colina, Neil Wizel, Brandt Bowden, Rucker Simon, John Putnam, Sheila Rowley, Pete Ed Garrett, Michael Gabrielse, Ryan Harrison, Allston Marble, Andy Dillion, Carlos Rivera, Bill Ogden, Gwyndolyn Mowbray, Carlo Schi, and Aliza Dutt.

On Line Zoom Guests: None.

Zoom Virtual Meeting ID: 846 3950 6408 **Passcode:** 815122

- 1.) **Call to order:** 7:07 P.M.
- 2.) **Meeting Minutes:** Motion for approval of minutes from the January 27, 2022 regular Planning and Zoning Commission meeting; Dana Gompers motioned first to approve and it was seconded by Bill Burney. Upon such vote, minutes were unanimously approved.
- 3.) **Public Hearing/Preliminary Plat of Memorial Radney Pines/Amending Plat No. 1/ 11505 Memorial Drive:** No public comments were received by the Commission. Mario Colina with Probstfeld and Associates was representing the applicants and indicated that he could answer any questions that anyone might have had.
- 4.) **Discussion of Public Hearing/Preliminary Plat of Memorial Radney Pines/Amending Plat No. 1/ 11505 Memorial Drive:** Margaret Rohde had no further comments and entertained a motion. Dana Gompers was first to approve and it was seconded by Bill Burney. The motion for the preliminary plat of Memorial Radney Pines was approved.
- 5.) **Public Hearing/The Kinkaid School/Specific Use Permits Request/New Upper School and Lower School Administration Building:** Neil Wizel, a Trustee for the Kinkaid School, introduced himself and stated that he appreciated the opportunity to be at the public hearing and was very thankful for all the hard work that was put in by the staff and his team. **Pete Ed Garrett**, with Studio Red Architects, gave a brief introduction. He wanted the Planning and Zoning Commission to know that they were the same design firm that built the parking garage for the Kinkaid School, and that the parking garage was a much larger and complex project in relation to the new Upper School and Lower Administration Building, as far as contractibility was concerned. The project is easier and has a lot more smaller pieces to it with no difficulty. He indicated that there would not be any construction staging or parking issues since they would have more parking spaces than needed. He indicated that they have met all the requirements for lot coverage, met all the tree disposition requirements, sound decibel readings for mechanical units and equipment, and have met the drainage requirements, as they have the approved plans

from the city engineers. Pete Ed indicated that they feel like they have met the criteria of the city given that they have submitted over 600 pages of construction plans and have provided an information manual that is 400 pages. With the presentation, he feels like they have enough information submitted to the city that they are requesting and looking for approval for the overall project.

Pete Ed stated that he wanted to walk the Planning and Zoning Commission through the project so they could understand the complexity of the overall project and explain how it is not that difficult. Pete Ed referred to the visual slide presentation. He indicated that the Kinkaid School Campus is approximately 64 acres. He referred to the main entrance drive that enters, connects, and goes all the way to the garage. He mentioned that they refer to them as the East half and the West Campus, being that the newly acquired campus. He referred to the site plan and indicated that they would be demolishing the Super Block, as they refer to it, and they would be demolishing the 60-year-old Upper School Facility. He indicated that the idea is to demolish the old building and rebuild a new Twenty First Century Education Facility in the same exact location. They would also be demolishing the old Harrison House, which is also 60 plus years old, and replacing that facility as well. He mentioned that all the work would only be on The East half of the Campus. Pete Ed referred to the visual site plans showing how the Upper School would look. The new Upper School is a crescent shape facility, it entertains and creates a courtyard for the students to use and it also connects to the existing building known as the Student Life Center. The old Harrison House building will be rebuilt to be the new Lower School and Administration Building, which will have classrooms, as well as provide administration offices.

Pete Ed added that they have identified the lot coverages and square footages for all the buildings, structures, driveways, sidewalks and walkways. He indicated that the city lot coverage calculation requirement is no more than 50 percent. He indicated that the current lot coverage for Kinkaid is sitting at 46.99 percent with a 14.22 percent for total lot coverage. Once the construction has been completed, the lot coverage should sit at approximately **48.39** percent with an overall total lot coverage increase to 18 percent. He indicated that the project would consist of three phases.

1. **Phase I** - The New Upper & Lower School
2. **Phase II** -Demolition Work, Rebuild the New Upper School, and Add Temporary Buildings/Facilities to the West Campus; with an overall of **49.83 percent** for total lot coverage. This will begin on the second year, which is month 13 of the project and will be on the property for 24 months.
3. **Phase III**- Renovations will be made to the Lower School, Center for Student Life, and the Dining and Learning center.

Pete Ed wanted to discuss next the drainage and detention. He informed the Commission that they had sent engineered civil drawings to the city back in January of 2021. He indicated that they have two detention areas known as the North Pond and the South Pond. He stated that at the end of the project, they will still have capacity available in the North Pond. The North Pond would have .64-acre feet of excess capacity and the South Pond would have 1.61-acre feet of excess capacity. They have identified all of the existing drainage and proposed drainage and they would still have enough detention capacity of 1.02-acre feet. The temporary buildings will drain to the South Pond, but once the temporary buildings have been removed from the property, the drainage capacity will go back to the 1.61 excess acre feet of overall capacity. Pete Ed stated that they have the capacity that meets and exceeds the overall capacity. He restated that they have the approved drainage plans for the new buildings and that the temporary buildings were not included in the overall drainage plans, but they did account for them. He indicated that they are waiting on additional information, coming directly from the manufacturer, regarding the prefabricated temporary buildings and then they will be able to submit that to the city to be able to get those necessary approvals.

Pete Ed wanted to discuss and go over the trees. He indicated that they have identified all of the trees and the RMD, the *required minimum density* of trees on the property. The required trees are

based on the size of your lot and he added that if you have 64 acres and you divide it by the 2,000 square feet, then they are required to have 1,409 trees. He added that the current count of existing trees is 1,915 trees. He stated that they will **remove 131 trees** as part of the project, leaving them with a total of 1,784 trees, which is still 375 trees above the requirement. Pete Ed referred to the visual site tree diagram.

He mentioned that for the **Lower School/Administration Building** they would be removing 39 trees, 1 being on the Northside near a proposed playground. He indicated that they will be adding 13 new trees on the South and East side of the new Lower/Administration building and they will add proper landscaping in that San Felipe area to help with the visual enhanced canopy of that area.

Pete Ed continued with the **New Upper School** and stated that **46 trees will be removed** in that surrounding area. Of those 46 trees, 32 of them will be removed and destroyed, and 14 will be removed and transplanted. An additional 25 new trees will be planted in the Upper School in the circular portion of the new Upper School they will also plant trees in the entrance of the Athletic entrance to enhance and make it more decorative.

Pete Ed indicated that for the temporary buildings/trailers, they will be **removing 46 trees** in that area. No trees will be added. He concluded that hopefully within a few years, they will be 427 trees above the tree requirement.

Pete Ed indicated that the sound decibels were important to the project, and they have hired an Acoustical Consultant and have done some sound decibel mapping. They have done some present sound readings at the property lines from Stillforest on the West, Farnham Park on the East and San Felipe on the North end. He mentioned that the Kinkaid Campus has been overly quiet as it relates to sound complaints. He mentioned that the school has only received two noise complaints. One of the complaints being activity at a football game and the second being the activity from a senior prom. He added that the City of Houston rating for daytime activity DBA is no more than 65 DBA and night time no more 55 DBA. He stated that the campus is less than the nighttime DBA of 55.

Pete Ed referred to the site plan visual of the HVAC. Dark blue being the highest-level reading and white being the lowest-level reading. He indicated that in the Lower School they have roof top units that sit in a well and have a vertical screened wall. They are 691 feet away from the Stillforest Street property line and the furthest unit is 737 feet away from the Stillforest property line. They have calculated a 42 DB.

He added that the Upper School is 626 feet and 658 feet away from the Stillforest property line, referred to as section "B", and has a reading of 20 DB. The Gymnasium area of the Upper School, referred to as section "C", is 705 feet and 729 feet away from the Stillforest Street property line, and has a reading of 15 DB, which is sitting at a whisper and below the sound of normal conversation.

Pete Ed added that on the East half of the Farnham Park side, where the new Upper School is a lot closer to the Farnham Park side, the DB reading will be a lot higher. He mentioned that the four HVAC units are in a well, behind a screened wall, and the closest unit is 396 feet away from the Farnham Park property line. He added that with all units running, they would be at a total reading of 45 DB from the Farnham Park property line and well below the City of Houston reading.

Pete Ed continued to refer to section "B," and mentioned that there will be five roof top units that will sit in a well and be screened behind a wall. The closest unit will be 304 feet and the furthest will be 465 feet away from the Farnham Park property line and he made the reference that it will still be more than a football field away. The DB reading would be 40 DB and if all units were running all at one time, the reading would be 60 DB.

Pete Ed discussed the Lower/Administration Building that is closest to San Felipe Drive. He stated that the air handler units are on the roof top, sitting in a well, behind a wall. The units are 135 feet away from the San Felipe property line. The DB reading for the area is 55 DB. He mentioned that area is also competing with the regular traffic along that intersection.

Pete Ed continued to the generator and transformers. He mentioned that they are closer to the Farnham Park side and they are near the Dining Center and the new Upper School Facility. They would have a 56 DB reading. He stated that the generator will only be used for emergencies, be tested once a month, and only be on for 15 minutes. Farnham Park will hear that 56 DB reading only when the generator is on for testing. The generator location would be 256 feet away from the Farnham Park property line. On the Stillforest side, it would be 1,003 feet away from the property line. He added that the generator would be sitting in an area that is surrounded by a 12-foot masonry wall.

Pete Ed continued to discuss the new Cooling Tower System. They will be demolishing the old gym and building the new central plant. This system will include the cooling tower, which will be on the second floor, contained in well, and surrounded by an 8-inch masonry wall. This system will be able to support the full campus. This will have four cells. If all four cells were running at the same time, the total reading would be a 53 DB to the Farnham Park side. The system would be 260 plus feet away from the Farnham Park property line and 917 from the Stillforest property line.

Pete Ed continued with the presentation and wanted to discuss the pre-phase of the Traffic Flow and Construction, as it relates to the overall project. He indicated that there are three separate phases to the traffic flow and queuing, in relation to the lower, middle, and upper school. He referenced the site plan on the visual display. He indicated that there are specific morning pickups from 7:30 to 8:10 a.m. and afternoon pickups from 2:00 to 4:00 p.m. So, pick-up times can be from 2:00, 2:20 and 2:45 in the afternoon up until 4:00 p.m. Pete Ed mentioned that when they did the new parking Garage, it allowed for more traffic flow and parking onto the Campus. He added that they currently have 855 parking spaces, and 640 of those parking spaces are required for the Kinkaid Staff and the students. He stated that they have 214 extra parking spaces currently. He wanted to mention that the staging and traffic flow would not be a problem for this project.

Pete Ed wanted to discuss the Phases of the project.

1. **Phase I** will be the demolition of the Harrison House and build of the new Lower/Administration Building. Within the new building, they will create 24 temporary classrooms to be able to hold at least fifty percent of the Upper School students. They will demo the Doggett Gym and build the new Central Plant. Phase I will also include the demolition of the Tennis Courts on the Southwest corner and the build of the new gyms. This phase will be 12 months long. He concluded that they will need 100 parking spaces for the construction workers, who will be parking in the upper level of the parking garage. The construction flow should not impact traffic. Workers are to show up prior to 7:00 a.m. and scheduled deliveries from 8:00 to 2:00 p.m.
2. **Phase II** will be to install temporary buildings for classrooms, labs, and office space. This will be month 13 of the project. Demolition of the existing Upper School and Super Block and the build of the new Upper School, new colonnade, and colonnade extension. The Lower and Middle School traffic during this phase will not change and is identical to Phase I of the project, for drop-off and pick-up points are relocated where the Upper School will be, they just changed some pick-up points. The temporary buildings would consist of classrooms, science labs, administration offices, athletic, health and fitness rooms. He mentioned that during this phase of the project, they estimate that they will need 135 parking spaces for the workers, and they will still park in the parking garage. He indicated that the time frame will be 2 years. The Upper School would then be completed. Then they will be able to move the kids from the temporary building and into the new Upper School.

3. **Phase III** will be the rework of the Lower/Administration Building. They will remove the temporary buildings and renovate the interior of the Lower/Administration Building and the Student Center. The first floor of this building, being the Lower School, is 25,000 square feet, and the second floor is 22,300 feet for Administration Offices. He stated that there will be an entry lobby on the first floor separated from the Lower School. A small and large assembly space, nine specialized classrooms (art, science, language, music and STEM program), teacher offices and workspaces, outdoor educational spaces for a Greenhouse, Science Classroom and an Art Arbor. There will be a play structure with a canopy. The queuing will change back to regular traffic, the construction workers' parking spaces would drop back down to 100 parking spaces for the workers.

Pete Ed introduced **Allston Marbel**, with Linbeck Construction. Allston indicated that Linbeck has been in business for over 83 years and has done business all over the Houston area. He did confirm that there will be three phases of construction. They will demolish the old Harrison House and then do some earth work. Construction will consist of slab on grade, steel beams, brick veneer, and cast stone trim. They will also demolish the old Doggett Gym and then rebuild the Central Utilities that operate the campus. He indicated that his operations will not disrupt the city's operations. They will follow the traffic queuing and their workers will arrive on campus prior to 7:00 a.m. They will have their own designated parking and pathway areas to follow. They will also implement protocols and prechecks as required by Linbeck. Allston stated that they want to make sure that they do not disrupt carpool, but also regular traffic during high peak hours for the city. So, they will not bring in deliveries until 9:00 a.m. Allston discussed that they have flaggers for large equipment and deliveries. They will work with Kinkaid directly as it relates to security. He mentioned that they do drug, prechecks and Covid testing. He concluded that they have worked in Piney Point before, as well as with the Building Official and the inspectors. They understand the work hours and what is expected of them during construction. He also mentioned that they have worked with the Memorial Village Water Authority, the City Engineers and the City Forester. So, they are familiar with the process for inspections. He indicated that the project would take diligence, but they have built here before and are confident and they are looking forward to building in Piney Point again.

Pete Ed mentioned that Allston Marble forgot to add that they will not have construction on high visitor days. They have already included that into the construction schedule.

Pete Ed continued to discuss that after Phase III of the project, they will have the Upper School and the New Lower Administration Building completed. They will have a total of 795 parking spaces. Of that total, 710 of the parking spaces will be used by staff and students, yet they would still have 85 remaining parking spaces to utilize. He mentioned that it's also according to the overall Kinkaid School master plan for the proposed, a 15 percent growth five years after the project has been completed.

Pete Ed referred to the visual site plan showing the elevations of the new buildings and stated that they are not exceeding the height limits. They are staying below the 35-foot height requirement. He indicated that they will also need special permissions for the proposed project for nonconforming requirements. For the Lower/Administration Building, they will need to include covered walkways, new colonnade, new playground with a canopy, the greenhouse, the outdoor science classroom and the outdoor arbor. The departments for this building will include the Administration, faculty, athletics, regular classrooms, cultural arts, science, computer, student center, support and MEP room. Administrative spaces on the second floor of the new building (offices and workspaces). The entry lobby on the first floor will be for administration spaces, separated from the Lower School. The total square footage is 47,300 with 25,000 square feet being on the first floor and 22,300 square feet being on the second floor. There will be roof top air conditioning units that would consist of 4 DOAS and 4 ACCU systems.

Pete Ed referred to the visual site plan showing the proposed Upper School with, both, the athletic and facility spaces that are in the central campus. He indicated that there will be 62 instructional spaces for classrooms and labs, 5 assembly spaces, a Library Resource Center, and a Learning Center. There will also be a gymnasium, locker rooms, weight and training rooms, facility and staff offices, work, and break rooms. Pete Ed stated that there will be 240,150 total square feet of space.

He indicated that they have also identified 11 special permissions, that they will need for the proposed project, that are nonconforming requirements.

1. Rooftop AC Units (16 AHUs & 12 CUs, 4 Cooling Towers on 1st floor roof)
2. (16) Rooftop Mechanical Screens/Enclosures
3. (8) Roof Access Ladders (guardrails to safety cross parapets) above 35’)
4. (6) Fume Hood Vent above 35’ (to meet building code)
5. (2) Chimney Vent Pipes above 35’
6. Athletic Field Outdoor Social Stair
7. Terrace Over Service Fire Lane
8. Colonnade Extension
9. Fire Truck Turnaround
10. Transformer Yard
11. Temporary Buildings

Pete Ed referred to the visual site plan showing the elevations of the building and stated that it will not exceed the 35-foot height requirement. He mentioned the new bridge connection and hallways. Then, he discussed the new Alumni Center and reconfirmed that everything is below the minimum height requirements. Pete Ed referred to the visual site plan of the campus and pointed out the existing Tower and Colonnade that is near the front main entry point and stated that they will add to the Colonnade and continue to match the existing Colonnade along the North driveway. He added that they will be making improvements and modifications to the service drive. He discussed the new Library, Alumni Center and the Athletic Fields.

Pete Ed wanted to discuss Phase III of the project and indicated that there will be renovations made to the Lower School, Center for Student Life, and Dining and Learning Center. In the Lower School they will convert the existing art classroom to two homeroom classrooms. In the Student Life Center, existing offices and administration areas will be made into a dance rehearsal classroom. They will also convert a conference room and classroom into dressing rooms, and a meeting room into offices. Renovation work on the second floor of the Student Life Center will combine smaller classrooms to a single large classroom, a debate classroom will be made into a visual art classroom, and the film classroom into practice rooms. They will also reconfigure circulation space with a connection to the new Upper School. He added that in the existing Dining and Learning Center they will convert the facility offices and administrative area to a classroom.

Pete Ed said that they will be requesting permission for accessory play structures. They will be replacing a total of three play structures at the existing lower school and adding a new play structure at the new Lower/Administration Building. He indicated that they will also be requesting permission for other accessory structures, which will be a new greenhouse, outdoor art arbor, outdoor science room, and a golf practice area. He added that they need to add a bleacher pad under an existing bleacher that is in the athletic area.

Pete Ed stated that he had summarized and simplified the project as best he could and indicated to the Planning and Zoning Commission that its not a complicated project, but that it just has a lot of features to it. He offered to answer any questions that the Commission could have. He confirmed that they are requesting approval for their Specific Use Permit application.

Margaret Rohde asked the public audience if they had any additional questions.

Henry Kollenberg stated that he and Joel Bender have been working with Neil Wizel and Brandt Bowden and discussed whether it would be appropriate to approve the Specific Use Permit without the information regarding the temporary buildings. Henry indicated that the suggestion was not to approve without the information and detail of the temporary buildings. He indicated that they would be taking out several trees in that general area and the area might have another use in some Kinkaid master plan. He said that the Milby tract is under a special use permission already. He also added that they want to install a new play structure in front of the Lower School/Administration Building, which encroaches the 50-foot front yard setback. He also asked about the future enrollment and how that should be added to the Specific Use permit.

Brandt Bowden mentioned that there is no master plan on that area where the temporary buildings are currently. The temporary buildings are laid out in a way to protect the big caliper trees.

Neil Wizel confirmed that there has been no discussion about that area and no plans have been discussed.

Pete Ed stated that they have not yet submitted the plans for the temporary buildings, and they would need to submit a revised drainage plan to include the temporary buildings. They are waiting on the drawings from the manufacturer for the trailers.

Margaret Rohde asked Annette about the temporary trailers. Annette responded that we still need the quantity of the trailers, the size and dimensions of the trailers, the location, and the stepping pad areas. She indicated that all is calculated into overall lot coverages. She stated that all of the building will be equipped with utilities, so more information was requested of them.

Henry Kollenberg stated that we have not had a request like this before, as it related to the temporary buildings and by far this is the largest project the city has seen in a while given that we do not see a lot commercial projects. He mentioned that if the temporary buildings are not approved, then Kinkaid will have to be prepared to handle the situation. Henry still had questions as to what future plan they had for that section of property.

Margaret Rohde asked Kinkaid if the city had a copy of the Kinkaid Master Plan.

Brandt Bowden said they do not have a current Master Plan and **Neil Wizel** confirmed that there was no plan to do anything in that area.

Margaret Rohde mentioned to Kinkaid that they were almost out of space. **Brandt Bowden** agreed. **Neil Wizel** agreed with Henry Kollenberg on what their limitations are as it relates to the tract. **Brandt Bowden** stated that they could look at replacing the trees in that area. He talked about Stillforest and the buffer zone that serves Stillforest. Kinkaid has planted many trees and shrubs within that buffer zone area.

Margaret Rohde asked Kinkaid to work with Cary Moran on identifying the trees removal in that area of the temporary buildings to make sure that they are scrub trees and small caliper trees. Also, to make sure that they are doing everything they can in regard to the trees, since they will be taking out a lot. **Brandt Bowden** confirmed that they will do that.

Michael Gabrielse, the Kinkaid Arborist, stated that he did the Tree Disposition for the overall project and he did the tree protection plan as well. He took into consideration the overall project, the exact layout of the trees for the campus, and he was aware of the temporary buildings. He also mentioned that he did help prepare this exhibit. He talked about the trees, tree selections, pruning mulching, tree root zones and the preservation of the trees. He did indicate that it does show the specific trees being removed for the temporary buildings.

Bill Burney stated that maybe it would be a good idea to postpone the temporary buildings and come back to apply for an additional Specific Use permit until they are all in agreement. He wanted to know if they could allocate a Phase II of the project.

David Olson stated that if they decided to do it that way, then whomever the council is at that time may not allow it.

Neil Wizel indicated that Kinkaid is optimistic and will ensure that they submit to the city everything needed and required, as it relates to the temporary buildings.

Brandt Bowden said that they are shown on the site plan and the shapes will not change. He mentioned that the city has plans in Annette's office, that have to be revised because they do not fully have all building specifications of an official building set. He indicated that they would have to resubmit. However, he indicated that if they had a general agreement, then they could officially submit a building permit set as it related to the temporary buildings.

Bill Burney stated that they were temporary, so they would be removed. However, he also stated that the Commission did have to agree and asked about the phasing of the project. Bill also mentioned the playground area being so close to San Felipe and the front setback and informed that he wasn't in agreement with that. He indicated that there is just a lot to the project, but they did an incredible amount of work.

Michael Herminghaus stated that he had a question about enrollment. He wanted to know if they were planning on increasing the enrollment by 10 percent after the completion of the project.

Brandt Bowden discussed the student enrollment and stated that in the Lower School they currently have 72 kids per classroom, being grades 1 through 5, and that's broken down to 4 class sections. They would like to change that student-teacher ratio from 18 students per class down to 16 students per class. So, that would change from 72 to 80 students per class. This is in regard to the tremendous demand. They are just trying to meet the general demand in the most professional way. The lower school to 11 percent, no change to the middle school and 10 percent for the Upper School. Brandt indicated that per classroom is 400 square feet, but he mentioned that if you look at the code it should be 625 square feet per 18 students in a classroom.

Michael Herminghaus asked Brandt Bowden again about the enrollment and if it would increase after the project was completed.

Brandt Bowden indicated that he was misinformed and that the proposed building was designed to meet a 100-student increase. He mentioned that they have 1,450 and they wanted to increase that number to 1,550 of students.

Michael Herminghaus indicated that the packet publication indicated that the current student enrollment showed as 1,560. **Neil Wizel** indicated that was wrong information, given that the total would be 1,550. Michael wanted to know what the final percentage would be and what would be the final head count. **Brandt Bowden** indicated that it would be 6.8 percent of total increase for enrollment.

Aliza Dutt asked about the number of personnel and workers and if they anticipate them being a part of the project. She also asked how are they making sure that security measures are in place for students as well as residents.

Allston Marbel indicated that number to possibly be anywhere from 100 up to 135 workers. He indicated that they do pre-checks, as a requirement of being with Linbeck, and the school also has their own security system in place. Linbeck vehicles will have their own stickers.

Bill Burney asked if the workers were going to be wearing hard hats. Allston indicated that they will be wearing hard hats, gloves, and safety vests.

Aliza Dutt asked about security again. Allston indicated that the Kinkaid security will pull people to the side if they do not have a Linbeck sticker and they will call and verify. He indicated that no one is allowed to just walk on the site.

John Putman stated that Linbeck has their own security measures and staff, and the Kinkaid School has their own security and staff.

Brandt Bowden stated that not only do they have security, but to get into the buildings you have to have key cards. All doors are locked during the day.

Dale Dodds asked Joe Moore if they met all the requirements of the city as it relates to the drainage. Joe Moore confirmed that they submitted plans back in 2021 and that this project is smaller in scale from their last project from the detention pond and garage. They are using the North and South detention ponds in most capacities. All drainage is internal. They have calculated all of their coverages.

(Public Hearing Portion Closed at 8:51 p.m.)

6.) Discussion of Public Hearing/The Kinkaid School/Specific Use Permit Request/New Upper School and Lower School Administration Building:

Margaret Rohde asked if there was a copy of the current enrollment for Kinkaid and if the city required that in any another Specific Use Permit. Margaret asked if they are required to provide a copy of the current enrollment.

Brandt Bowden stated that they are a private institution.

David Olson stated that they are legally a non-conforming private school, and they have an expansion of the school, and that expansion would include to increase enrollment. David then indicated that would be subject to the Specific Use Permit. Margaret asked if they would require them to provide a maximum enrollment and David stated that could be subject to the Specific Use Permit or establish that within the Specific Use Permit.

Neil Wizel stated that he didn't agree with that because Kinkaid is telling them where they plan on going with the enrollment, so putting a cap on the enrollment should not be a part of the Specific Use Permit.

David Olson stated that they are legally a non-conforming school. He indicated that they are expanding that use and by doing that, they are precluded by the Zoning Ordinance, unless they get a Specific Use Permit. Neil Wizel asked why they had to commit to a maximum number. David Olson indicated that they couldn't expand without lawfully given permission.

Margaret Rohde asked if the city required the enrollment from St. Francis and Henry Kollenberg confirmed they did not. He mentioned that the city should have. He stated that the school was built over 60 years ago. He didn't know if the Specific Use Permits were in place at that time. However, he indicated that the building is being used more than what it should be and that's why it needs to be replaced. He stated that if they tell the city the maximum enrollment is, "X", then the city may say that the maximum enrollment should be "X". He mentioned especially if they are building to modern standards. Henry Kollenberg wanted to be very clear that the city can require enrollment limitation as part of the Specific Use Permit.

Margaret Rohde stated that they should address that with council. Bill Burney asked Dale Dodds if he would agree to a cap on the enrollment and Dale Dodds agreed.

David Olson stated it hadn't been previously addressed, but it has been identified and mentioned that it isn't unique. It's the expansion of use for reasons and purpose of traffic that the city has an interest in.

Bill Burney had some questions about drainage and the connections of pipe and wanted to make sure they had enough capacity. Joe Moore confirmed that they did.

Margaret Rohde wanted it noted that there was not a draft of the Specific Use Permit. So, at the next Planning and Zoning meeting, they would discuss the proposed draft. She wanted to make sure that the summary pages and special permission were included in the draft. No formal recommendation was made.

- 7.) **Adjournment:** Motion to adjourn at 9:40 P.M. Motion made first by Bill Burney and seconded by Dana Gompers. Motion to adjourn approved.

Date Approved on March 24th, 2022
Chair of Meeting Margaret Rohde

X Margaret Rohde

(Required Signature)

Official File Copy