

City of Piney Point Village
Planning & Zoning Commission Meeting
Minutes from
June 23, 2016

Members Present: Vincent Marino-Chairman, Bill Burney, and Sue Curtis.

Members Absent: Bernard Branca, Charles Peterman, Diane Wege and Lenni Burke.

City Staff: Annette Arriaga, Director of Planning, Development, & Permits, Joe Moore with HDR Engineering Company, David Olson with Olson & Olson.

City Council: None.

Guests: Gene Werlin, John Putman. Don Jones, Johnathan Finger and a few guests who did not sign in.

1.) **Call to order:** 7:15 P.M.

2.) **Meeting Minutes:** Motion for approval of minutes for the May 26th, 2016 Planning and Zoning Commission meeting was made by Bill Burney and seconded by Sue Curtis. Upon vote, such minutes were unanimously approved.

3.) **Specific Use Permit Request from the Kinkaid School Drive:** The Kinkaid School is requesting a total of (14) separate specific use items from the Planning and Zoning Commission. **Gene Werlin** went over all of the listed items for what the school is proposing, plus including the rerouting of the drainage. The parking garage has a temporary certificate of occupancy and they need to complete the drainage in a critical time frame. Vincent Marino asked about why the drainage was being relocated. **John Putman** spoke and stated that there was an existing ravine coming out of 44 Stillforest that runs into the West campus and runs and drains into Buffalo Bayou. The parking garage was designed so that a back section of the garage cantilevering over the ravine which looked good on paper and was approved by the city, but, it was way more expensive. There was some discussion about permanently relocating the ravine sooner than later. The ravine would be relocated underground in a large size pipe system that goes directly into Buffalo Bayou and they would be adding a detention pond. It would be a lot less expensive. The occupancy permit for the parking garage was contingent on the new drainage revision being approved and city council gave the Kinkaid School 12 months to complete the drainage. Vincent Marino asked if that date could be extended. John Putman indicated that they would probably have to ask city council. Bill Burney asked if all the drainage engineering had been approved. John Putman indicated, "No," it had not. But that they have a meeting with the city engineers at their offices on Friday. HDR Engineering still had several comments in regards to the proposed drainage plan and he is confident that Walter P. Moore and his group will address all of those concerns and comments.

David Olson indicated that there is no way for staff to make a recommendation normally before the drainage is approved. The specific use permit is tied to the development project and he did not see a way for this to move forward without the drainage relocation being approved. For a regular construction permit the city would require a drainage plan reviewed and approved by staff otherwise it would be subject to provisional and conditional comments and you may have to go through the specific use permit again just for the drainage. David Olson mention that city council would probably have an interest in the drainage plan and that they would want to see what the drainage relocation would look like and they may want to have it reviewed and approved by staff prior to an official approval or formal recommendation but it is up to the commission and council.

Vincent Marino indicated that he would like to see a proposed ordinance. David Olson agreed and that he would have that by the next Planning and Zoning meeting.

David Olson recommended that the commission go down the list of the (14) specific items;

The items requested are:

- 1.) Relocation of the permanent ravine within a structured underground pipe system into a detention/compensatory pond approximately 13.5 acre / FT in capacity. Will include the construction of a gravel service drive 14 FT. wide extending from the West Entry Drive to the detention/compensatory pond. Specific placement of the structured pipe, gravel service drive and easement to be between 52 FT and 82 FT of the Kinkaid/Stillforest property line in order to best preserve existing trees/landscaping. *Vincent Marino stated that the drainage was subject to the meeting with the city engineers and drainage approval.*
- 2.) An outdoor artificial turf baseball field with 300 FT outfield boundary barrier wall, and 24 FT tall netting along the 1st and 3rd base line. *Johnathan Finger indicated that the home owner association needed more time to go over the request and make sure that it doesn't violate any of the Stillforest agreement. Vincent Marino requested that there be numbers on the drawings and to add a little bit more detail. Vincent Marino would like for all of this to be in an attachment to the proposed ordinance. Don Jones asked about the buffer zone. David Olson indicated that the school would have to designate that on the drawings.*
- 3.) Eight (8) hardscape tennis courts with dimensions of approximately 115 FT by 480 FT with 24 FT netting. *David Olson indicated that it would include all of the encompassing language in the ordinance. John Putman indicated that they would put a corresponding number to match the drawings.*
- 4.) A landscape buffer/viewing hill 480 FT long and approximately 9 FT tall. *Vincent Marino read the line item request.*
- 5.) A property line fence between Kinkaid and Stillforest, 6 FT black vinyl per the Stillforest/Kinkaid agreement. *Vincent Marino read the line item request.*
- 6.) A multi-purpose artificial turf practice field approximately 290 FT by 180 FT. *Vincent Marino read the line item request.*
- 7.) Relocation of the existing Security Kiosk/Guard House. *Vincent Marino read the line item request.*
- 8.) Relocation of the existing digital sign. *Vincent Marino read the line item request. David Olson asked if the sign complies to our current sign ordinance, John Putman indicated that they will send specs but that the sign is being moved further back onto the property.*
- 9.) Realignment of the existing main entry drives to include four (4) 12 FT wide lanes. *Vincent Marino read the line item request. Vincent Marino wanted more language and clarification added regarding ingress and egress.*
- 10.) A new west entry and 24 FT wide concrete drive, including a wrought iron gate and fence on the San Felipe property line. *Vincent Marino wanted to confirm that this was going to be entry and an exit and John Putman agreed. Vincent wanted to add that to the ordinance.*

11.) A concrete right hand turn lane approximately 130 Ft in length along San Felipe. *Vincent Marino asked if it is totally outside the boundary or inside the boundary of the property? David Olson indicated that is County right-of-way. Gene Werlin indicated that it was going to help with the traffic flow on San Felipe. John Putman indicated that they would have that dedication language in the plans.*

12.) A detention pond approximately 3.5 acre FT in size situated on the northern end of the west campus adjacent to the west entry drive and main entry drive. *Vincent Marino read the line item request.*

13.) Demolition of the existing "Milby House Structures and Swimming Pool" on the west campus property. *Vincent Marino read the line item request.*

14.) Landscaping to include trees, shrubs, grass and irrigation in that area identified as the "62 FT landscape buffer" starting at the Stillforest/Kinkaid property line. *David Olson indicated that since an ordinance is being drafted that it would help him a lot if each of these items were clearly identified on the map and it would be helpful to see the 62 feet landscape buffer zone. John Putman indicated that they won't be able to go all the way down because it is heavily wooded. David Olson indicated that both parties need to agree on where the buffer zone ends. But that they will take it as far down as they can. Cary Moran asked about the buffer zone area and her concerns about the existing trees and tree roots as it relates to the drainage relocation.*

4.) **ADJOURNMENT:** Motion to adjourn at 8:00 P.M. Motion made first by Sue Curtis and seconded by Bill Burney. Motion to adjourn approved.

Date Approved on October 27th, 2016

Chairman Vincent Marino X



(Required Signature)

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