

City of Piney Point Village
Planning & Zoning Commission Meeting
Minutes from
January 27th, 2022

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

Members Absent: Charles Peterman.

City Staff: Annette Arriaga, Director of Planning, Development, & Permits, Kimberly Perez, Admin Assistant, David Olson with Olson and Olson, Aaron Croley P.E with HDR Engineering.

City Council: Henry Kollenberg.

Signed in Guests: Ali Bamberger, Nancy Grob, Richard Nystrom, and Mary Villareal.

St. Francis Guests: Pastor Bates, Louise Richmond, George Jumonville, and Colin Gallatin.

Other Guests: Sheila Rowley and Pete Ed Garrett.

Online Zoom Guests: Loreen and Jeff Reed, Dennis Griffith, Nystrom, EB and Linsey Iphone.

Zoom Virtual Meeting ID: 879 5396 9181 **Passcode:** 240768

- 1.) **Call to order:** 7:03 P.M.
- 2.) **Meeting Minutes:** Motion for approval of minutes from the September 23rd, 2021 regular Planning and Zoning Commission meeting; Bill Burney motioned first to approve and it was seconded by Don Jones. Upon such vote, minutes were unanimously approved.
- 3.) **Public Hearing/Amending Article IV of Chapter 74-245. Supplementary District Regulations/When Required:**

Margaret Rohde opened the public hearing on non-conforming fences.

Resident, Lisa Clark, who lives at 11402 Quail Hollow Lane indicated that while they were out of town, their fence blew over and they needed to replace their existing 8-foot cedar fence. However, they found out that they couldn't replace it with the same height. They could only replace it back to 6 feet, according to the fence ordinance. Replacing it with a 6-foot wouldn't look right due to the elevations and the mismatch with the other surrounding fence on her property that is 8 feet tall.

Margaret Rohde closed the public hearing on non-conforming fences.

- 4.) **Discussion of Public Hearing/Amending Article IV of Chapter 74-245. Supplementary District Regulations/When Required:** Margaret Rohde asked about the history of the ordinance and wanted to know if there was a particular reason why the fence ordinance only related to replacement fences being at 6 feet in height or if it was an oversight.

Henry Kollenberg mentioned that, historically, the 6 feet in height was not an accident when the ordinance was passed. They wanted to encourage people to replace their fences with see-through wrought iron fences, but he recognized the new fence ordinance change.

Bill Burney suggested we tell them how we want it to be built, so that they don't build whatever they want and after several years have those fences look terrible. So, while adding a rot board with a cap on might be more expensive, it would last longer. He mentioned that he wanted some design criteria specified in the fence ordinance.

David Olson indicated that this was put in place to replace non-conforming fences, so that they are able to replace it with the same like materials. Adding a different layer of criteria would be like building a brand-new fence. David Olson specified that this is just to replace what they had existing to just like they had before.

Margaret Rohde entertained a motion to approve an ordinance to amend article IV of Chapter 74 of the code of ordinances, section 74 -245 Supplementary district regulations. (b) to a height equal to or less than the height of the nonconforming fence, *not to exceed a total height of eight feet above the surrounding natural grade*. Don Jones motioned first to approve, and it was seconded by Margaret Rohde. Motion passed and recommended the ordinance to go before city council.

5.) Public Hearing/Preliminary Plat Approval/KAO Management Trust/11410 Memorial Drive:

Margaret Rohde opened the public hearing.

Mary Villareal, with the Interfield Group, stated that she was the representative who was managing the preliminary plat and asked if the commission had any questions.

Aaron Croley with HDR Engineering indicated that they had reviewed the preliminary plat and they had no objections.

No public comments were received by the Commission.

Margaret Rohde closed the public hearing.

6.) Discussion of Public Hearing/Preliminary Plat Approval/KAO Management Trust/ 11410 Memorial Drive:

Margaret Rohde asked about the 100-foot Memorial Drive right-of-way. She didn't exactly understand why that was shown and wondered if that was part of the property.

Aaron Croley indicated that it was shown and noted because it's the width of the right-of-way.

Henry Kollenberg wanted to confirm the storm sewer location due to the fact that Piney Point Circle backs up to this private street. Given that it is a private street, the residents want the city to take over it because they have private drainage there and there are questions as to where the pipe is connected. **Aaron Croley** indicated that they found out that the pipe is not part of the 11410 Memorial Drive property, so they are going to have to go back out there.

Margaret Rohde entertained a motion to approve the preliminary plat of KAO Management Trust property address of 11410 Memorial Drive and it was seconded by Don Jones. Preliminary plat approved.

7.) St. Francis Episcopal Church/Specific Use Permit Request/New Build of Parish Hall/ 345 Piney Point Road, Houston, Texas 77024:

Margaret Rohde opened the meeting and indicated that they had a public hearing in September 23rd of 2021 and they requested that St. Francis come back with more information, as it related to resident comments and concerns. Also, it looked like St. Francis had come up with an addendum since the last meeting and it was published online. **Margaret Rohde** informed that it was not a public hearing, but if a recommendation was made that St. Francis will still have to go before city council and residents can have another opportunity to stress their opinions in front of city council. However, they will go through the issues one by one.

Pastor Stewart Bates gave an opening introduction and introduced Louise Richmond.

Louise Richmond, Treasurer, gave an opening introduction and followed by going over the addendum. She indicated that the addendum was a product of them listening and taking into account the comments from the residents. The church needs to make improvements, as they have discussed

this and have developed a project that relates to the needs of the church. This development and improvement would include:

- Demolition of the five wood frame buildings
- Repositioning of the playground equipment outside the 30-foot greenbelt
- Plant 204 qualified trees
- Drainage improvements
- The new two-story Parish Hall
- New 4 HVAC Units with 2 Exhaust Fans (Screened Units from View)
- North facing windows will have a translucent film added to the windows
- New monument signs
- Driveway flatwork improvements

George Jumonville, Chairman of the Building Committee, gave a brief history of the Parish Hall. He stated that the church was established as a mission with fourteen families in 1949. In 1950, the Diocese purchased three acres track of land. He presented a Google earth image that showed a map of the area in 1944. The property was original farmland with a lot of trees. In 1951, the rector moved into a farmhouse, and they raised a lot of money. They were then able to build the Parish Hall where they held and had services. He indicated that they expanded the property in the fifties and sixties. In 1998 and 1999, they started the specific use permits and started building the church and expanding the school.

George Jumonville stated that the playground would be pulled back and out of the greenbelt area to allow for additional space for new trees to be planted, drainage work to be done, and improvements in that area. He added that would all be in the 30-foot greenbelt area.

Colin Gallatin, Architect, wanted to speak in regard to the new monument sign. The new sign was not discussed that much in the last presentation and Colin specified that they are abiding by the City Ordinance section 74 -281. He added that the monument sign will be made of brick and stone.

Colin Gallatin discussed the treatment for the second story windows and showed the Commission a sample of the film that will be applied to the windows. He indicated that the lighting system will turn off if no one is in the room and added that the rooms will not be occupied late at night. He continued by adding that even when the lights are on, there should not be any issues. The building will have exterior lighting required by the building codes, but they will not be adding any additional pole lights. Colin Gallatin stated that they will be adding window shades to the windows, and mentioned that they could add them to other windows as well.

Colin Gallatin talked about the parking for St. Francis and he mentioned that they currently have 213 parking spots on the campus and they will lose 44 parking spots on the North portion for the construction, but will still have an overall of 169, which is still within the required per code for the occupancy of the school. He also added that anyone working on the project, as it related to construction, would be parking behind the fenced area and they would not be parking anywhere else, not even on Piney Point Road. Colin also stated that when the project is completed, they will have an overall of 215 parking spaces, which would be two more than they currently have. Louise Richmond added that they would be updating the city and the parents on any changes in relation to the construction.

Colin Gallatin wanted to discuss the traffic, since there were concerns that came up in the past presentations. He mentioned that he worked with his traffic engineer and the engineers indicated that they should concentrate on construction load, how many visitors they would have on site at any given time, and if they would still be able to accommodate all the traffic with the load of visitors. So, per the traffic engineers' study, they found that even with the reduced amount of parking, which is being reduced to 1,250 linear foot of parking, they will still have enough parking for all the cars coming onto the site. To help with traffic flow, the traffic engineer did provide a couple of options, such as: increasing the number of pick-up locations, increasing times per each

dismissal period, add an extra dismissal period and with the use of Ecclesia parking lot driveway, that would be the older middle school kids.

Colin Gallatin mentioned the lot coverages. Louise Richmond pointed out the overall lot coverage being at 49.95 percent, which had been brought down from the previous 52 percent and this included demolishing of some of its older buildings.

Colin Gallatin wanted to talk briefly about drainage. He indicated that they have taken steps to ensure adequate drainage. There had been some concerns regarding sheet flow, so he asked the engineers to make those corrections and, ultimately, all the system now will flow to the underground system and out to Piney Point Road. Louise Richmond added that there were some issues about drainage, as it related to the ditch, and she wanted to ensure that they will make sure to maintain that ditch.

Pastor Stewart Bates wanted to talk about the usage of the new Parish Hall and indicated that they are increasing the size of their Parish Hall because of certain events established by their congregation. Also, he mentioned that they have added three classrooms and other spaces for Christian Education. Pastor Stewart Bates added that over time they have developed more scouts' programs and they need more room to do their work. Those meetings are usually after school and they do not go late into the night. They also are in need of more storage space for musical equipment, athletic, outreach programs and storage in general for items throughout the year. He mentioned how things get cluttered.

Pastor Stewart Bates talked about school security and emphasized that just like the parents, they are very serious about it. He indicated that the need is great and that they are expected to have security at their facility given that in the last 20 years, security has been very significant. He added that a school of their size and the amount of money the parents are paying, they are expected to have security. So, with the new building they would have access for the parishioners and visitors. They would not have to go through the school anymore. As of now, they are having to show a driver's license and must walk a long way to go through the school to get to where they need to be. With elderly people and new visitors, this access would be helpful. Also, the areas the classrooms need is because sometimes there are activities going on at the same time and the use of the rooms would be helpful. He mentioned that all the scout activities are over by 5 or 6 o'clock. The Parish Hall has other activities and dinners, but he added that they are usually finished by 7 or 8 o'clock. Colin Gallatin stated that the lights are more efficient now, so there should not be a problem. A resident of Cheska stated that at night the church looks like a lit up Christmas tree and its past 8 o'clock at night. Colin Gallatin indicated that they are having scheduling issues and that has to do with the gym. Colin mentioned that he would contact them and talk to them about that.

Dana Gompers asked if later down the road there would be a need for the second story lights to be on at 10 o'clock at night. **Pastor Stewart Bates** stated there should be no reason that the lights should be on that late. Louise Richmond stated that as long as she has been a member of the church that they have never had events that ran that late. Perhaps, a fund raiser event may have lasted until 9.

Colin Gallatin wanted to discuss the differences between the renovated portion versus the new construction portion. He added that they are adding 14,000 square feet to the first floor for the new addition portion and 600 square feet is for the renovation portion. The second floor is 9,000 square feet of new space.

George Jumonville wanted to talk about trees, and he told the Commission that they have been working on the trees for this project for several years now. They had retained a forester to work with the city's forester, Cary Moran, and in doing this they were shocked as to the number of trees they were required to plant. They will be flagging and identifying the 31 trees that are to be removed. **Cary Moran** stated that they will need to flag the trees before she grants approval and she confirmed that they must plant 204 new trees. **George Jumonville** mentioned that 45 are in the

North greenbelt area. **Louise Richmond** added that the Little Gem Magnolias were added in response to one of the residents' comments. **George Jumonville** added that they are getting better warranty on the trees because they are all drip irrigation.

Louise Richmond discussed the construction work hours. She indicated that the contractor will be working within the allowed Piney Point work hours. He will arrive, park inside the fence area, and be ready to start work at 7:00 a.m.

Colin Gallatin went over the construction timeline and indicated that it should take 11 months and close to a year. They would like to start demolition right away. They will have scheduled deliveries and flaggers. Deliveries will not happen during school drop off. **Louise Richmond** stated that they will water and hose everything down making sure that they are following the code on demolition. Colin Gallatin also mentioned that they have revised the neighbor letters to include the builders' protocol on the projects, as it relates to the construction of the building and Covid safety measures that are taking place.

Colin Gallatin talked about the new mechanical equipment and they are putting in top-of-the-line equipment. He indicated that the new chillers should not be over 50 DBA coming from the new HVAC units. He indicated that they are honoring that they are in a residential neighborhood and not a commercial area. **George Jumonville** mentioned that they will not be installing a new emergency generator.

Pastor Stewart Bates talked about the farmhouse and that it is close to the fence. It was there since 1950. He indicated that the old farmhouse will be removed. He looks forward to cleaning up the greenbelt and planting trees to make it look better.

Margaret Rohde referred to page 2 and wanted to talk about demolition. She asked if anyone had any questions. Her concern was that there will be a lot of work going on next to the property line and wondered if the builder, Tellepsen, was going to do anything about the dust going over the other side of the fence. **George Jumonville** mentioned that Tellepsen has been in the business for many years and that they are the top-of-the-line. That they have hired Cherry Demolition to do the demolition work and they will follow the regulations of the building code and OSHA, as it related to the demolition of the buildings. **Margaret Rohde** wanted to confirm that they will be doing what they are supposed to and would like for proper notice to be given as it relates to neighbor notification either through V- LINC, letter, or a knock on the door. She indicated that it would be nice of them to do that. **Louise Richmond** confirmed that notice would be granted because Tellepsen would let them know. A resident who lives at 9 South Cheska indicated that he has small kids, and they have allergies and asthma and he is concerned about all the dust blowing onto and into his yard. **Colin Gallatin** indicated for the resident to just let them know and they will take care of it. **Louise Richmond** indicated that it can also be reinforced in their contract as well.

David Olson, City Attorney, confirmed that that language can be added as the city's handler for enforcing that.

Margaret Rohde asked about the demolition time period. **Annette Arriaga** indicated that the standard was 30 days, but under the specific use permit that they could extend that.

Margaret Rohde wanted to discuss the square footage. She pointed out that paragraph 2 indicates construction at a new Parish Hall Facility at 15,000 square feet and 9,000 square feet, but it doesn't make any reference of the renovation and where it is tying in and she stated that needed to be broken out. She indicated that it is not referenced as a renovation. **George Jumonville** stated that 14,400 square feet is new and the 600 feet is the renovation and the second floor is the 9,000 square feet, which will all be new.

Henry Kollenberg spoke and indicated that the 2000 SUP for St. Francis allowed for 6 Christian Education classrooms. He then passed out the site plan of the renovation project to the Commission.

He stated that shown are also four or five conference rooms and you can see the corridor and a door. You can keep people in and that area isolated. So, the security was built in during that time. He indicated that the Commission has heard that the security didn't work, yet the school is getting bigger and that the real concern is that because the school is getting bigger, they need those classrooms and that space. **Margaret Rohde** wanted to confirm if Henry believed that school has increased enrollment and they are using that space as classrooms. **Henry Kollenberg** stated no, that those six Christian Education classrooms are currently being used by the school and basically that the school needs more room. The school wants to expand. The real issue is, do they really need 4,000 more square feet on the second-floor classrooms. He wanted to know what's going to happen when St. Francis School increases enrollment and will they want that additional room as well. St. Francis is one school with two campuses and the other campus is almost twice as large. He indicated that maybe St. Francis needs to move the seventh and eighth grade students to the other campus. **Margaret Rohde** thanked Henry Kollenberg for the site plan, and she indicated that it didn't make sense to combine those areas and have two populations mixed. Henry Kollenberg indicated that the door is locked during school, and it probably opens one way so you can keep people isolated. **Margaret Rohde** indicated that whatever the use is, its being used currently. She wanted to confirm if St. Francis had been able to design the classrooms on the second floor, would there have been any issues. **Henry Kollenberg** agreed that there wouldn't have been any issues. **Margaret Rohde** indicated that because they are over capacity, maybe that is why they couldn't. **Henry Kollenberg** indicated that there hasn't been an audit of the space, or the facility and he wondered what would happen ten years from now. He mentioned that maybe they need more space and they might want to exceed the fifty percent to build more classrooms on the first floor and he didn't see any objections with that. However, they want to increase the size of the Parish Hall by fifty percent, instead of using the facility for multipurpose and using partitions like most others use. He added that **Louise Richmond** indicated that St. Francis had been working with Annette Arriaga since 2008, but the city didn't know about the second story windows on the Parish Hall until they submitted the construction plans around March or April. There were meetings after that to discuss is there is really a need to have classrooms on the second floor. He confirmed that it's just St. Francis School expanding. **Henry Kollenberg** and **Margaret Rohde** discussed the 2000 SUP site plan area drawings. Margaret Rohde stated that they could have redesigned and utilized the space differently and agreed with **Henry Kollenberg** that they could have asked to exceed the fifty percent. **Louise Richmond** indicated that St. Francis didn't want to exceed the fifty percent.

Pastor Stewart Bates wanted to interject and talked about those six classrooms. He indicated that the classrooms are currently used by both the school and the church and the rooms are being used by the scout groups, bible study, and the outreach groups.

Bill Burney stated that he has big houses next to him that are eight to ten thousand square feet and they have max lot coverage. The height of these houses is thirty-five feet tall. However, he understands the concern about the lighting from those six windows and suggested that the lights be turned off at night and that they have some echo automatic shades that go down every night.

David Olson wanted to confirm that they had already indicated that they were using echo automatic shades and adding a film for the second story windows. **Colin Gallatin** indicated they were already using the echo shades on the first floor, but he didn't see a problem by adding them to the second-floor area as well.

Margaret Rohde mentioned that they still had the issue of the building being seen from the second floor and that still needs to be addressed and asked if anyone had any additional comments. No other comments received by the audience.

Margaret Rohde wanted to discuss the HVAC Units. She mentioned that the decibels reading is not to exceed 50 DBA during the day and 40 DBA at nighttime hours. Margaret Rohde added that she did a little research and that the City of Houston, HVAC residential ordinance is 68 DBA during the day and 58 at nighttime hours. So, they are much lower and at the fence line, the reading shouldn't exceed those two readings. **David Olson** indicated that there is a little conflict from what

is written to what's represented. He didn't think that 40 DBA would be realistic and he also heard that it wouldn't exceed 50 DBA. **Colin Gallatin** indicated that with everything running, all the units and the chillers, the reading shouldn't exceed 44 DBA from the fence line. He confirmed that the HVAC units wouldn't be running at night.

Loreen and Jeff Reed, online Zoom guests, indicated that they are long term residents that live at 11502 Habersham Lane and they are on the West side of St. Francis. The roof top issues have been an ongoing contentious issue for several years. The decibel reading from her back fence is different from her back porch, so she anticipates that the new HVAC Units will be louder readings. She confirmed that the HVAC do operate at night and have operated all night. She mentioned that only in the dead of winter have the HVAC Units been quiet. Loreen indicated that her and her husband are very concerned about their property values and the quiet enjoyment of the home and backyard area. She mentioned that she has never been able to get a workable solution with St. Francis on the current HVAC systems and she has been battling this with them for years. So, she doesn't have a lot of confidence that this is going to get better. Her concerns are a bigger building, the maintenance of the new HVAC units, the windows looking over into someone's backyard, and the lighting from the bigger building. She thinks that St. Francis can use their other facility and expand on their existing footprint and utilize the buildings that are already there. She stated that they do not have to have separate rooms for different types of meetings.

Henry Kollenberg gave a brief history about the 2000 SUP from the original layout of the school to the AC units' noise and that over the years they had numerous discussions with St. Francis. They have had several discussions about the AC Units, the twenty-year-old chiller, and ways they can reduce the noise levels. He mentioned that St. Francis has done a few things, but it still has not solved the problem.

Margaret Rohde stated that they are putting in the ordinance a day and nighttime decibel level and they will have to meet it. **Henry Kollenberg** confirmed that putting the decibel reading in the ordinance is a good idea. **Margaret Rohde** asked for the decibel readings from Loreen Reed's back fence to ensure that it would not exceed the allowable reading set by the ordinance and wanted to know if St. Francis would be willing to get those numbers down or provide some type of additional sound proofing.

Loreen Reed's property is near the St. Francis School playground in the Northwest corner, and her backyard backs up to South Cheska.

Pastor Stewart Bates asked how would they get accurate readings from such a long way and from such an aging chiller that will eventually be replaced. He mentioned that it might be hard to come up with an accurate number.

Loreen Reed restated that the noise level in her back porch area is louder than the noise from the fence line, due to the Southeast breeze and the noise levels bring it directly into her back yard.

Margaret Rohde re confirmed that this issue has been ongoing and that St. Francis is asking for a new permit, so they can most definitely put more standards as determined by the city.

Colin Gallatin agreed that they would take measurements.

John Williams, a long-time resident of South Cheska, spoke and indicated that there are ways to take several readings and find where the sound is coming from. There are several types of instruments that can take those readings. He thinks that putting a decibel level in the ordinance is a good thing. He indicated that the chiller could be vibrating from the roof top area and may cause a much louder noise runoff. However, that there are more scientific ways to figure out and investigate the mechanical noise depending on how they are set up and housed. He indicated that the AC guys really need to look into other options in determining the noise levels and he thinks it can be done.

Colin Gallatin indicated that they are elevating the units and they have them all together set in a weld, which should help with the sound. He agreed with the sound decibel of 50 DBA would be fine and that he feels comfortable with that. **Margaret Rohde** agreed that the number may change after St. Francis gets with their engineer and works with the city to agree to a decibel reading before it goes before city council. **David Olson** agreed.

Margaret Rohde just wanted to confirm and discuss the lighting. She reconfirmed that they are adding a film to the second story windows that face North. Automatic shades to be installed on the first and second floor windows, that also face the North property line. The lighting in the classrooms on the second floor will turn off at 9:00 p.m. **Colin Gallatin** stated that they are not adding new pole lighting, but they will have exterior building lighting as required by code.

Colin Gallatin asked the Commission if he could only install the frosted film to a height of at least six feet so that anyone in those rooms could see natural sunlight out of the large windows. The Commission agreed.

Margaret Rohde wanted to reference the code of ordinances as it relates to Chapter 74, Section 245 (d) Outdoor lighting. **David Olson** agreed.

Cheska residents who currently live at 15 and 25 South Cheska had concerns as it related to exterior lighting. They indicated that the lighting is on at night and they showed the Commission photos and mentioned that the lighting shines right into their backyards and is on all night.

Pastor Stewart Bates said that he would look into that, but he confirmed that it is basketball season and that he has already emailed the Head of School about that and that he agreed that they need to adjust the timing on all the lights.

Margaret Rohde asked about drainage and indicated if HDR Engineering wanted to address any of the issues that have been made since the last St. Francis hearing. **Aaron Croley** updated the Commission and indicated that the correction on the arrows shown on the actual drainage plan itself had been made, and that the proposed grades and slopes had been corrected and shown on the North property line. The drainage plan had also been revised to reflect the playground area out of the 30-foot setback and to account for swales and inlets in that area.

Margaret Rohde asked about the underground drainage and where it begins on the North property line. **Aaron Croley** stated that it begins on Lot 20 on the Western portion of the lot and it is a 12-inch pipe that outfalls to the ditch on the West side of the property. **Margaret Rohde** wanted to confirm that the drainage design is considered a substantial improvement. **Aaron Croley** agreed and stated that it is taking into account the playground area. A resident of Cheska indicated that he is new resident and every time it rains, his backyard area gets filled with water and he gets a lot of run off. Apparently, his backyard is the low spot and he has to use a pump to get that water out. **Henry Kollenberg** added that when the playground was put in, it created a lot of drainage problems in that area.

Margaret Rohde asked about the drainage ordinance and how can they ensure that adequate drainage can still be met and maintained.

Louise Richmond indicated that they would work with residents on Cheska.

David Olson indicated that St. Francis should allow for the natural flow of water and for residents to tie into the drainage pipe. St. Francis should also work with those residents along the North property line. He would include some general language into the ordinance.

Margaret Rohde started the discussion of the trees. She indicated that once the structures have all been removed and the new building reconstructed, the new building will be more visible. The tree line along the North property line is important. She wondered if more trees need to be planted in

that general area by adding an additional row of trees. **Cary Moran** indicated that the trees will need to be staggered so that they have space to grow. **David Olson** indicated that they can look at it and they can work with the city forester as to additional trees for screening. **Nancy Grob** indicated that planting the trees is nice, but you will still be able to see the building because the screening would not be enough.

Margaret Rohde stated that the overall lot coverage is set at 49.95 percent, which means that nothing else can be built because they are at max coverage.

Margaret Rohde confirmed with St. Francis if May of 2022 was still the accurate date for construction. St. Francis confirmed.

Margaret Rohde indicated that the school had made some modifications to the traffic plan and that the Head of School was going to stagger morning middle school and lower school start times. She indicated that should help. **Margaret Rohde** stated that they should encourage the parents with weekly email updates to not block the street. Maybe there is something that the traffic people can put up temporary that way no one blocks the streets.

Henry Kollenberg referenced a memo in regards of traffic that is in the packet and it states that there shouldn't be a problem. **Henry Kollenberg** referred to page 24 in the packet where it talks about carpool. Henry discussed the traffic situation and pointed out that the packet gives reference to during construction carpool, which states 1,640 linear feet of 82 stacked cars, but the memo referred to 1,200 linear feet. That's because the map showed it differently. Using Ecclesia parking lot may make sense.

Margaret Rohde asked St. Francis that if they used the Ecclesia parking lot, would they have parents' drop-off the kids and make them walk all the way across the parking lot to get into the building.

Colin Gallatin indicated that there is a gate and there will be teachers that will help assist them into the roundabout and into the building.

Henry Kollenberg mentioned the parking and how they will lose some parking spaces during construction. He mentioned that the parking situation currently is full, so if they take away 40 parking spaces, then where is everyone going to park. Maybe church staff should park somewhere else at least for a year during construction.

Pastor Stewart Bates indicated that they are already staggering out the parking situations because it's a standard part of their parking concerns. **Colin Gallatin** indicated that the construction parking will be behind the construction gate and they will drive in together at times. Tellepsen will manage the construction flow.

Margaret Rohde wanted to talk about construction site security. She asked if Tellepsen does background checks on their workers. **Colin Gallatin** stated that background checks are not required as part of the contract with Tellepsen. Colin indicated that they would have only one entrance, in and out, and will have no direct access to the school.

Margaret Rohde addressed St. Francis and stated that it would be in their best interest if they replaced the fences all along the Cheska property line and asked if they would consider that.

Pastor Stewart Bates indicated that they would consider that, but would have to discuss it with their legal counsel on fence options and issues.

David Olson will work of the draft specific use permit and send it over to the Planning and Zoning Commission.

Margaret Rohde stated that in order for St. Francis to be good a neighbor, would they consider having the city staff do an annual compliance review to make sure that they are code compliant with the specific use permit. St. Francis agreed that they would like for the city to ensure that they are meeting all the requirements set forth by the city. **Pastor Stewart Bates** agreed and confirmed that it would be a good idea. He mentioned that a lot goes on during the day and St. Francis is a big place. The process of construction is tremendous and they would like for that to be part of the recommendation.

Nancy Grob stated that she hoped that the Commission received her letters. She wanted to add that she has been a resident since 1949 and her family has been here in Piney Point for 73 years. She mentioned that there has been a tremendous amount of change and things look different over the back of her fence. She believes there will be problems that can't be solved.

Don Jones stated that Chapelwood is growing, Memorial Drive Elementary School is being torn down and rebuilt, and Kinkaid School is being redone. He has also been a long-time resident and they have seen a lot of change. He mentioned that he doesn't like it, but that there is nothing he can do to stop it. He indicated that on his street, thirty years ago, there was one big house and now there is forty big houses.

Motion: Planning and Zoning Commission, Don Jones made a motion first to recommend to city council the specific use ordinance draft with all noted changes, reflected in the Commission meeting and it was seconded by Dana Gompers. Recommendation approved.

- 8.) **Adjournment:** Motion to adjourn at 10:23 P.M. Motion made first by Don Jones and seconded by Dana Gompers. Motion to adjourn approved.

Date Approved on February 24, 2022
Chair of Meeting Margaret Rohde

X Margaret Rohde

(Required Signature)

Official File Copy