

**City of Piney Point Village  
Planning & Zoning Commission Meeting  
Minutes from October 27<sup>th</sup>, 2022**

**Members Present:** Bill Burney, Buck Ballas, Don Jones, and Margaret Rohde-Chairman.

**Members Absent:** Bill Ogden and Dana Gompers.

**City Staff:** Annette Arriaga, Director of Planning & Development, Bobby Pennington, City Administrator, Cary Moran, City Forester, Joe Moore P.E with HDR Engineering, David Olson with Olson & Olson.

**City Council:** Dale Dodds and Aliza Dutt.

**Signed in Guests:** Gin Kappler-Peeler, Travis T. Stanford, Tripp Rice, Spencer Harvey, Gary Dunn, David Valerius, Brent Riley, and Chad Ferguson, Jon Pippert, Mariana Evan, Joel Seybert, Pam Lemire, Liz Swain, Gary T. Poole, Kendra Nachtigal, Darrin Baker, Robert Adkins, Jacqueline Wright, and Jack Foster.

- 1.) **Call to order:** 6:05 P.M.
- 2.) **Meeting Minutes:** Motion for approval of minutes from the September 22, 2022, regular Planning and Zoning Commission meeting; **Bill Burney** motioned first to approve, and it was seconded by **Buck Ballas**, minutes were unanimously approved.
- 3.) **PUBLIC HEARING/SPRING BRANCH ISD/NEW MEMORIAL DRIVE ELEMENTARY SCHOOL/SPECIFIC USE PERMIT REQUEST:** **Margaret Rohde** formally opened the public hearing and thanked everyone for coming. **Travis Stanford** opened with the introduction and discussion of the replacement of the Memorial Drive Elementary School. He mentioned that the voters passed a SBISD 2017 Bond Campaign program which would allow for the replacement of the Memorial Drive Elementary School. **Travis Stanford** mentioned that he has a team of experts to answer any questions that the Commission might have. He added that Spring Branch has partnered with Santec Architects, and he introduced **Gin Kappler-Peeler** introduced herself along with her team associated with the project.

She started the broad overview of the Memorial Drive Elementary School Project. She mentioned that the design was taken in consideration of the surrounding areas, and she mentioned the nearby streets like Oak Lane, Wexford Court, that surround the elementary school. She mentioned that the existing campus was built back in 1949 and it over 70 years old. She mentioned that it's time to update the site and bring it into a twenty first century learning facility. The design criteria have changed, and it would allow more access to nature, and would allow more flex spaces within the classrooms. She indicated that the project has evolved over time and that they started this project over a year ago as part of a fact-finding process. She added that there are many stake holders in this and not just one client. The school district has an entire process, and they engage with the community on it overall design. The Spring Branch School District has set up a PAT process. That includes critical members of the school, the community and the parents are invited to have a voice in select items. **Gin Kappler-Peeler** stated that they had seven individual meetings and they had three meet and greets as it related to the overall project. They did modify the drawings as it related to meeting with the neighbors and their concerns. She indicated that they did change the driveway to accommodate the critical tree roots along the Oak Lane side.

**Gin Kappler-Peeler** continued with the discussion of the presentation and mentioned that the project was still in plan review with the city but that her and her team were addressing first round of comments from the Fire Marshall and the city plan examiner as it related to electrical. She indicated that they should be resubmitting and responding to all those comments by early next week.

**Gin Kappler-Peeler** continued with the presentation and mentioned that the building was a low-slung building that would be two stories. She indicated that the campus would be bigger. They are taking the existing Library and the gymnasium they are going to refurbish them and make them as part of the new campus. They are reusing 10,344 square feet of space to remain. There will be approximately 84,507 square feet of new space. She indicated that the city required setbacks are 50 ft for the front, 30 ft on each of the side yards and 20 ft in the rear. She continued to say that they also have several easements such as utilities and water lines on the property and they have drainage along the North and East side of the property and Centerpoint has several easements along the West and North side. She added that the entire area has several big, beautiful trees and they are recognizing that they want to preserve as many trees as possible as physically can. She stated that there are **88 trees** on site, **41 of the existing trees** was determined to contribute towards the target planting for the site. In addition to the to the preserved trees **133 new trees** are proposed to be integrated into the comprehensive overall design.

She continued to discuss the over site plan and displayed the exhibits. She mentioned that the library is the main focal point for the campus, and it is forward facing and its sits back 75 ft off Smithdale Road it would still have a gracious front lawn. The new building is centrally sited to allow front entry procession, and ample room on either side for separated parent and bus arrivals to use drives and turnarounds. She stated the classroom wing would be a two-story building with 12 grade level and double stacked classrooms. The younger student's Pre- K to second grade would be located on the ground floor and the older students third thru fifth grade located on the second floor. She added that all the classrooms have windows to the exterior along the perimeter and views the interior Learning Courtyard. She mentioned that the gymnasium feeds into the dining space. She added that the new dining area has an amazing view of the courtyard. She added that the cafeteria will offer dual service environment and as seating o the raised stage for student performances. It has a connecting view of the to the Outdoor Learning Courtyard as well as to the playground and the playfields.

The Outdoor Learning Courtyards are meant to provide visual and physical connections to the outdoors. The courtyard can be accessed from some flex spaces and some of the classroom wings. She also stated that the Art and Science Labs would have a shared and dedicated patio. Special Education classrooms have been located near administrative and support teams and the clinic. She added that the Physical education spaces include indoor gymnasium with rock climbing wall, sports equipment, covered outdoor play and play structures, exercise berms, outdoor track, two soccer fields, two kickball and baseball fields with backstops. There would also be a plan for tables, benches, covered structures and turf would also be added and accounted for in the overall lot calculations and she mentioned that that is part of the PTA project. She mentioned that the parents are very involved with the project and the district wanted to partner with them on some of those proposed items.

**Gin Kappler-Peeler** discussed the timeline and the dates of the project. She mentioned that she is hoping that the project would receive approval by the end of the year. The district has selected a Construction Manager and they are currently working on sub-contracting pricing. The proposed package would be vetted and presented to the Spring Branch ISD Board of Trustees in November of 2022. Students would be moved off campus for Winter Break. Make ready and abatement to start I January and demolition to start in March of 2023. Total construction phase projected at about 18 months to 20 moth duration phase with an activation start time of August of 2024.

**Gin Kappler-Peeler** indicated to the audience and to the Commission that she gave a general overview of the project and now she wanted to share with the everyone the technical details that went into the overall design process. She referred to additional exhibits. She mentioned drainage and wanted to discuss that how they are taking care of their drainage and she wanted to discuss the sheet flow. She stated that they are taking care of their drainage and they are handling the sheet flow from the property. She mentioned that there will be three underground pipelines that would go underground. All paved areas are designed to sheet flow to the street and away from the

adjacent neighbors. She mentioned that the proposed site layout has a minimal increase in impervious cover. That the new site will have approximately 13,650 feet (0.3140 acres) of increased impervious cover. She stated that to account for that increase in impervious cover, detention volume will be provided in oversized, underground storm pipes. She mentioned that they have over designed for any future builds, and they are not exceeding the 50 percent lot coverage.

**Gin Kappler-Peeler** wanted to discuss lot coverage and she referred to her exhibits. She showed the old building and compared it to the new building with all the added features of the new build and indicated that they are still below the 50 percent, and they are at a **49.29 percent** which is below the maximum allowable impervious calculations.

**Gin Kappler-Peeler** wanted to discuss trees on the and referred to additional exhibits. She mentioned that **88** total trees are on the property now and stated that **41** of the existing trees will contribute towards the target planting for the site because they were in good enough health and would be vital to the project. She was also pleased to announce that she had heard back from Centerpoint Energy and mentioned that Centerpoint would allow for selected tree planting in along that Western edge and mentioned that they would be 14-to-16-foot Holly's. She was excited to announce that they would end up meeting the Tree Ordinance, provide for additional screening and also screen for additional acoustical noise from the HVAC units.

**Gin Kappler-Peeler** mentioned that they are meeting the height requirement and the building is **32.2 ft.** below the 35 ft building height requirement. She referred to the exhibits.

**Gin Kappler-Peeler** discussed the landscaping plan along with the front landscaping features and how the front courtyard is a meeting place for drop off and provides an area for gathering and drinking coffee with one another as they meet in front of the campus. So, there will be places that naturally that will occur according to the landscape layout. Existing legacy bricks will be relocated along with new bricks will be added. She talked about the separate play zones and play shades and she continued to talk about the layout of the building.

**Gin Kappler-Peeler** brought up the new monument electronic sign. She mentioned that the proposed sign does not meet the current city ordinance and that they would need to request permission from the Commission. The sign would be visible from the street and would provide an electronic display of information from both the East and West sides. The proposed sign is 5 ft 8 inches, and it is 90 square feet. City ordinances allow only for a 5 ft tall and not to exceed 30 square feet. The proposed sign sits at about 12 feet away from the property line. She indicated that they are asking for consideration as it relates to the new monument sign.

**Gin Kappler-Peeler** discussed the service equipment and the reading for the proposed equipment. She mentioned that they would be dropped in a well and not visible. Roof top equipment would be screened, and it would help mitigate some of the sound. The school would have two large exterior chillers and would have an emergency generator. She mentioned that the generator would only run in an emergency use and would not be operating all the time. The equipment would be housed by a 5 ft high wall. The wall would provide for visual and acoustic screening. In all the instances that they have tested they indicated that they are not exceeding the noise levels from any of the new equipment.

**Gin Kappler-Peeler** wanted to discuss the exterior lighting. She indicated that the exterior lighting would include light poles, canopy lighting, and wall mounted security lighting. The light poles would be 22 ft high, and the quantity would be 10. The pole lights would be shielded inward away from the neighboring properties. Canopy lighting would be controlled by Automation System timer. Security lighting would be spaced around the building and would be on during non-day light times. The lighting is for school protection, parking and building safety.

**Gin Kappler-Peeler** mentioned that they had a traffic study for driveway drop off and pick up. She indicated that they have not added capacity based on the proposed project.

**Gin Kappler-Peeler** wanted to discuss the special permissions. She indicated that they are requesting permission to allow for the roof top mechanical equipment, to allow for the new monument electronic sign, and to allow for new vinyl coated chain link fencing in the back of the property. She indicated that that was the summary of the project.

**Margaret Rohde** opened up the public hearing at 7:15 p.m.

**Daren Baker** indicated that the lights are going to be an issue and that there is not enough parking. He also mentioned that fencing would change the total look of what's there now.

**Gin Kappler-Peeler** indicated that they have increased parking and that they are more than doubling what already there. She indicated the fencing is set so far back. She indicated that the 10 pole lights would be shielded and pointed to the ground.

**Jacklyn Right** she indicated that there will be 2 new pole lights directly shining in the back of her property. She has concerns about the sign and not meeting the current ordinance. She wanted to know about the chillers and would she be impacted by the sound levels.

**Gin Kappler-Peeler** she indicated that the lighting is necessary but that they would be planting more trees and that the lighting doesn't exceed the lighting capacity. They would be planting large Holly's along the Wexford side. She should not be affected by the sound from the chillers. They are in a well and the building is further back.

**Liz Lane** Wanted to know about other previous meeting and had concerns about the play fields and classroom sizes and if there is enough room for students. **Travis Stanford** indicated that - that was a district issue but indicated that there was not a plan for flex students but that was determined by the SBISD. The current design team was not charged in that determination. He indicated that the play fields have been discussed and are under consideration. He also mentioned there are several off campus facilities that if needed they could also utilize but that would be a discussion for the district.

**Gin Kappler-Peeler** also mentioned numbers are still being budgeted and not ready to be released. The contractor is still working on those numbers.

**Britton Holland** asked about school safety and wanted to know if they address a lot of the concerns.

**Gin Kappler-Peeler** stated that the district had taken into consideration of all safety concerns, and she mentioned that was a great question. She discussed how the design plan reflects the areas of visual and key access and badge protocols. She mentioned that they are entering in a separate location. **Travis Stanford** stated they meet with a variety of people to discuss several safety measures as it relates to a new school build. He mentioned that they meet with all school staff as it relates to the overall design needs for the departments like the principals, nurses, librarian and administrative staff and security.

**Jack Foster** asked if they were incorporating any new things or any new changes into each new building and wanted to know if Santec works on all the school projects.

**Gin Kappler-Peeler** indicated there are several good architects, however, they were selected and been working on several current school projects for the district.

**Dale Dodds**, indicated that his concerns had to do with sound levels in regard to the mechanical equipment and chillers, as it relates to the neighbors on Oak Lane and Wexford and he wanted to know about the lights and if they be illuminating out and if the school be brighter? And he asked about the new monument sign, and he wanted to know the size and if Hunters Creek or Bunker Hill have the same sign. He wanted to know if the sign would be illuminating all night long. He mentioned that he would be asking the same question when it comes to city council.

**Gin Kappler-Peeler** indicated Bunker Hill does have a similar sign. She indicated that it is a regulated sign, and they would be able to control the content and that it does sit back several feet from the property line. She indicated that the sign is 5 ft 8 inches and it is 90 square feet. She mentioned that each luminated digital sign is 14 square feet on each side. The city sign ordinance requirement is 5 ft tall with a 30 ft square feet limit.

**Margaret Rohde** closed the public hearing at 7:59 p.m.

**Margaret Rohde** asked about the drainage on the property. Joe Moore indicated that the drainage plan for the project has been approved. He indicated that they have extra capacity, and the project was sized appropriately. He has no objections as it relates to the project.

**Margaret Rohde** asked Annette Arriaga about the status of the plan review. **Annette Arriaga** indicated that she had been working with Santec and has had several meetings with them already and that they had met all of her plan review and submittal requirements but the only thing that was still pending were the plan review comments from the Fire Marshall and the electrical inspector. She indicated that Santec was working on getting those revisions resubmitted in the next week or so. Annette Arriaga indicated that nothing was of concern to the project just detail plan clarifications. She also mentions the tree issues seems to have been taken care as it relates to the update provided by Santec and Centerpoint. She added that they just need the special permissions as it relates to the chain link fencing, the monument sign and the AC roof time units and its equipment.

**Margaret Rohde** asked about the feasibility study and wanted Santec to go over it briefly and if there was any way that Santec/SBISD could get any more ball field space and deck.

**Gin Kappler-Peeler** discussed the underground utilities, drainage, trees, and the boundary lines and how much room they would have left if that area was shifted. She mentioned that if they move the play fields North then the kids are now in a much smaller area because so much is happening in one space. She mentioned from a cost standpoint, safety concern and tradeoff is not feasible for the district.

**Bill Burney** wanted to defer back to the coaches and the PTA. He did not agree. He thinks that they can rework those fields.

**Margaret Rohde** asked about the decking and if it is decided to do it later then they would have to come back for a new specific use permit. So, she wanted to know if they would consider it in this proposed specific use permit and allow for the decking and include it in the project.

**Gin Kappler-Peeler** indicated that they wanted to really have a more specific design for that since area calculations and drainage is all taking in account and all the considerations are made and have time to fully develop the design.

**Margaret Rohde** mentioned that if the PTA or the Dads Club, wanted to do something later that there were some contingencies in place to allow for those changes and flexibility. **David Olson** agreed.

**Margaret Rohde** asked about the fence on the West property line and wanted to know what was there currently. **Gin Kappler-Peeler** indicated that there was a residential cedar fence along the property line, and they had no intentions of replacing any fencing but to allow new iron and vinyl chain link fencing.

**Margaret Rohde** about trees and asked if they had a plan if they lost any trees could the replace it. **Gin Kappler-Peeler** indicated that they could replace them.

**Margaret Rohde** asked about outdoor exterior lighting and the timing on the lighting and inside the building. **Travis Standford** indicated that the lights would need to be on long enough for the cleaning crew which would be around 11:15 p.m. or so long enough until the crew leaves safely.

**Margaret Rohde** asked about the sound levels and that additional information needs to be in the ordinance language about the sound levels being in the range of 55/58 DBA. And needing to add additional language for the existing HVAC units. But not to include the generator.

**Margaret Rohde** asked about the exterior lighting and that there needs to be a lighting study on the existing exterior school lighting verses the new proposed lighting. They could consult with an engineer on the candle lighting study.

**Aliza Dutt** asked about the increase of traffic on Smithdale and wanted to know if it was done for the current enrollment. **Gin Kappler-Peeler** responded that the traffic is decreasing since they have more space and capacity on campus and the traffic study included that it would have no adverse effect.

**Margaret Rohde** indicated that the traffic study does go into the enter sections and includes the high points and drop off and pickups and traffic hours. She indicated that they did a good traffic study.

**Margaret Rohde** asked about the watering of the trees. **Gin Kappler-Peeler** indicated that they would have irrigation. **Bill Burney** asked about the ball fields. **Travis Standford** stated that there was no current irrigation on the ball fields currently and that they would not be irrigating.

**Margaret Rohde** asked about the SBISD/Santec timeline and **Gin Kappler-Peeler** discussed the proposed timeline and that November 18<sup>th</sup> was the optimal target.

- 4.) **DISCUSSION OF PUBLIC HEARING/SPRING BRACH ISD/NEW MEMORIAL DRIVE ELEMENTARY SCHOOL:** No action made. Request to go back before the Planning and Zoning Commission on November 8<sup>th</sup> at 6:00 p.m. and to make final edits on the draft ordinance.
- 5.) **ADJOURNMENT:** Motion to adjourn at 9:30 P.M. Motion made first by Bill Burney and seconded by Don Jones. Motion to adjourn approved.

Date Approved on November 8th, 2022  
Chair of Meeting Margaret Rohde

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(Required Signature)

Official File Copy