

Greetings Piney Point Property Owner,

The Kinkaid School, located at 201 Kinkaid School Drive, is requesting approval from the Planning & Zoning (P&Z) Commission of Piney Point Village, Texas, for a Specific Use Permit (SUP) for new construction of their Upper School and Lower School/Administration Building with related flatwork and site improvements. A site plan showing the new project is enclosed with this letter.

The P&Z meeting to review the project is on **Thursday, February 24<sup>th</sup>, 2022, at 7:00 p.m.** at the address below:

Piney Point Village City Hall  
7676 Woodway, Suite 300  
Houston, Texas 77063

If you are unable to attend the P&Z meeting at Piney Point Village City Hall in person, you may join the meeting virtually via Zoom using the link below:

<https://us02web.zoom.us/j/84639506408?pwd=U1RzVElYUlcwWWVueDR6SWhZT3RxUT09>

Meeting ID: 846 3950 6408  
Passcode: 815122  
Meeting on Thursday, February 24<sup>th</sup> @ 7:00 p.m.

A detailed SUP packet will be available online Friday, February 11<sup>th</sup>, 2022, at the website <http://www.cityofpineypoint.com> under the February 24<sup>th</sup> P&Z Meeting Packet. To access the online information, hover the mouse over the "Government" tab, go to "Planning & Zoning," then to "Agendas & Minutes" and "Meeting Packets" to find the packet link. In addition, exhibit boards related to the online packet will be available for public viewing at Piney Point Village City Hall starting Monday, February 14<sup>th</sup>, 2022, until the P&Z meeting on Thursday, February 24<sup>th</sup>, 2022.

If you have any questions for The Kinkaid School about the new project, please contact Joanne Margraves by phone at (713) 243-5040 or by email at [joanne.margraves@kinkaid.org](mailto:joanne.margraves@kinkaid.org).

Copies of this letter will be sent via USPS, one copy by regular mail (stamped) and one copy by certified mail with return receipt.

Sincerely,



Studio Red Architects  
Pete Ed Garrett, FAIA  
Partner



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