

City of Piney Point Village  
Planning & Zoning Commission Meeting  
Minutes from  
February 19th, 2015

**Members Present:** Vincent Marino-Chairman, Bill Burney, Diane Wege, Lennie Burke, and Sue Curtis.

**Members Absent:** Bernard Branca and Charles Peterman.

**City Staff:** Annette Arriaga, Director of Planning, Development, & Permits and John Peterson with HDR Engineering Co, and Loren B. Smith with Olson and Olson.

**Guests:** Mario Colina with Probstfeld & Associates, Mary Villareal with the Interfield Group, and John Putman and Gene Werlin with the Kinkaid School.

- 1.) **Call to order:** 7:05 P.M.
- 2.) **Meeting Minutes:** The Chairman motioned to table the meeting minutes from the January 22<sup>nd</sup>, 2015 Planning and Zoning Commission meeting.
- 3.) **Public Hearing/Final Plat of Approval of Pilegge Family Estate/410 Pine Needle Drive:** A public hearing was conducted and public comments were received by the Commission. Staff recommended approval.
- 4.) **Discussion of Public Hearing/Final Plat Approval of Pilegge Family Estate/410 Pine Needle Drive:** Vincent Marino entertained a motion to approve the final plat of Pilegge Family Estate. Motion made first by Diane Wege and seconded by Lenni Burke. Final Plat of the Pilegge Family Estate approved.
- 5.) **Public Hearing/Final Plat Approval of Radney Place/101 Radney Road:** A public hearing was conducted and no public comments were received by the Commission. Staff recommended approval.
- 6.) **Discussion of Public Hearing/Final Plat Approval of Radney Place/101 Radney Road:** Vincent Marino entertained a motion to approve the final plat of Radney Place. Motion made first by Bill Burney and seconded by Diane Wege. Final Plat of Radney Place approved.
- 7.) **Public Hearing/Final Plat Approval of Moody Estates/11415 Tylorcrest and 5 Derham Parc:** A public hearing was conducted and no public comments were received by the Commission. Staff recommended approval.
- 8.) **Discussion of Public Hearing Final Plat Approval of Moody Estates/11415 Taylorcrest and 5 Derham Parc:** Vincent Marino briefly discussed the drainage easement that was being abandoned and relocated on the plat. He also questions the location of the note about the restriction being at the bottom of the legal description it was hard to see on the plat. Vincent Marino entertained a motion to approve the final plat of Moody Estates subject to the correcting the placement of the *notice of the restrictions* being placed under the general notes and legends rather than being placed at the bottom of the legal description. Motion made first by Lenni Burke and seconded by Diane Wege. Final Plat of Moody Estates, approved.
- 9.) **Public Hearing/Specific Use Permit Request Approval/Amendment to the Specific Use Permit Issued to the Kinkaid School for the Parking Garage/201 Kinkaid School Drive:** A public hearing was conducted and no public comments were received by the Commission. Gene Werlin briefly discussed with the Commission that the Planning and Zoning Commission had already approved the request for the new parking garage but, after working with the Fire Marshall, it was determined that the proposed garage would need to expand its exterior sidewalk from the original footprint for safety purposes so that the fire department can access the area and get in and around the garage area while it is under construction. The footprint would be shifted an additional 25 ft. to the West. This would allow for an additional 66 parking spaces. After the garage is completed the temporary parking area would be removed. The Stillforest Home Owner Association has also agreed to the change and they have already amended their agreement. City Staff recommended approval.

- 10.) **Discussion of Public Hearing/Specific Use Permit Request Approval/Amendment to the Specific Use Permit Issued to the Kinkaid School for the Parking Garage:** Vincent Marino asked about the setback distance. Gene Werlin indicated that the setback information would be 365 feet away from the Stillforest property line. Sue Curtis asked about the exterior lighting. John Putnam indicated that there will be a solid wall and you would not be able to see any exterior lighting. The wall would screen any additional lighting. Vincent asked John Peterson if he had any other comments. John indicated that the garage area would be cantilevering over into a drainage ravine and that the Kinkaid School would have to get Harris Country Flood District approval before drainage could be approved for that. Vincent Marino made a motion to approve the amendment of the specific use permit for the Kinkaid Parking Garage subject to the Stillforest home owner association amending its restrictions to allow for the request change. Motion made first by Vincent Marino and seconded by Diane Wege. Motion to amend the specific use permit for the parking garage approved.
- 11.) **Public Hearing/Specific Use Permit Request Approval/ for the Installation of a Temporary Surface Parking Lot/201 Kinkaid School Drive:** A public hearing was conducted and no public comments were received by the Commission. Staff recommended approval.
- 12.) **Discussion of/Specific Use Permit Request Approval/for the Installation of a Temporary Surface Parking Lot/201 Kinkaid School Drive:** Vincent Marino made a motion to approve the installation of the new temporary surface parking lot subject to the Stillforest home owner association amending its current restrictions to allow for the surface parking lot. Motion made first by Vincent Marino and seconded by Bill Burney. Motion for the temporary surface parking lot, approved.
- 13.) **Public Hearing/Specific Use Permit Request Approval/for the Construction of a Classroom and Replacement Dining Building/201 Kinkaid School Drive:** A public hearing was conducted and no public comments were received by the Commission. Gene Werlin indicated that Kinkaid would like permission to remove the existing one story cafeteria which is currently 10,000 square feet and would like to construct a new dining center which would be expanded to 13,000 square feet. The new building would be expanded to a new two story building. The second floor will be classrooms over the dining center. The height of the structure will not exceed 35 foot. Staff recommended approval.
- 14.) **Discussion of Public Hearing/Specific Use Permit Request Approval/for the Construction of a Classroom and Replacement Dining Building/201 Kinkaid School Drive:** Vincent Marino made a motion to approve the specific use permit for the construction of the new classroom and the replacement dining center. Motion made first by Vincent Marino and seconded by Sue Curtis. Construction of a new Dining Center approved.
- 15.) **Public Hearing/Specific Use Permit Request Approval/for the Installation of a Temporary Kitchen/201 Kinkaid School Drive:** A public hearing was conducted and no public comments were received by the Commission. John Putman indicated that they looked at different types of temporary kitchens. They did end up finding a portable modular temporary kitchen that would satisfy the needs of the school. The portable building would be delivered and set up on an existing concrete playground. It would require both gas and electric. The building is two modules, 27 ft.' wide and 24 ft.' long. This kitchen will be used while the new dining center is being built. The temporary kitchen will be fire sprinkled. Only the food service staff will be operating the kitchen. Staff recommended approval.
- 16.) **Discussion of Public Hearing/Specific Use Permit Request Approval/for the Installation of a Temporary Kitchen/201 Kinkaid School Drive:** Vincent Marino made a motion to approve the specific use permit subject to the kitchen meeting all of the requirements of applicable law including and without limitations and meeting all City of Houston commercial building and fire codes as it relates to kitchens. Motion made first by Vincent Marino and seconded by Lenni Burke. Temporary kitchen approved.
- 17.) **Adjournment:** Motion to adjourn at 7:45 P.M. Motion made first by Vincent Marino seconded by Lennie Burke. Motion to adjourn approved.

Date Approved on November 19th, 2015

Chairman Vincent Marino X



(Required Signature)

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