



City of Piney Point Village

7676 WOODWAY DR., SUITE 300
HOUSTON, TX 77063-1523

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THE CITY OF PINEY POINT VILLAGE SPECIAL COUNCIL MEETING AGENDA MONDAY, APRIL 4, 2022 6:30 PM

NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PINEY POINT VILLAGE WILL HOLD A PUBLIC HEARING ON MONDAY, APRIL 4, 2022, AT 6:30 P.M. AT CITY HALL, 7676 WOODWAY, SUITE 300, HOUSTON, TEXAS, TO DISCUSS THE AGENDA ITEMS LISTED BELOW.

DECLARATION OF QUORUM AND CALL TO ORDER

PLEDGE OF ALLEGIANCE

CITIZENS WISHING TO ADDRESS COUNCIL - *At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, if a member of the public comments or inquiries about a subject that is not specifically identified on the agenda, a member of Council or a Staff Member may only respond by giving a statement of specific factual information or by reciting existing policy. The City Council may not deliberate or vote on the non-agenda matter.*

1. Public Hearing to discuss the Specific Use Permit for the new proposed Parish Hall and other related improvements for St. Francis Episcopal Church.
2. Discuss and take possible action on approving the Specific Use Permit for the new proposed Parish Hall and other related improvements for St. Francis Episcopal Church.
3. Discuss and take possible action on any future agenda items, meeting dates, etc.
4. EXECUTIVE SESSION: The City Council will adjourn into closed executive session pursuant to Section 551.071 of the Texas Government Code (Consultation with Attorney).
5. Discuss and take possible action on items discussed in Executive Session.
6. Adjourn

CERTIFICATION

I certify that a copy of the April 4, 2022, agenda of items to be considered by the Piney Point Village City Council was posted in a place convenient to the general public in compliance with Chapter 551 of the Texas Government Code on April 1, 2022.



Karen Farris
City Secretary



In compliance with the Americans with Disabilities Act, the City of Piney Point Village will provide for reasonable accommodations for persons attending City Council meetings. This facility is wheelchair accessible and accessible parking spaces are available. To better serve you, your requests should be received 48 hours prior to the meeting. Please contact Karen Farris, City Secretary, at 713-230-8702. The City Council reserves the right to adjourn into a Closed Executive Session at any time under the Texas Government Code, Section 551.071 to consult with an attorney.



ST. FRANCIS EPISCOPAL CHURCH

April 4, 2022

City of Piney Point Village
Mayor and City Council Members
7676 Woodway Dr
Suite 300
Houston, TX 77063

Dear Mayor and City Council Members:

St. Francis Episcopal Church ("SFEC") would like to thank the Mayor and City Council members of the City of Piney Point Village for placing the Specific Use Permit ("SUP") for the church's Parish Hall Project on the April 4, 2022, Special City Council meeting agenda.

We are very pleased that the Planning and Zoning Commission at its January 28, 2022, and March 24, 2022, meetings unanimously (one abstention-newly installed commissioner) voted to approve the SUP for St. Francis Episcopal Church. At 70+ years of age, the current Parish Hall is woefully in need of replacement. It is past being able to be effectively repaired and/or renovated due to cost, new building and safety standards, and the need for more and different spaces due to changing worship customs. The proposed Parish Hall is a two-story building approximately 24,000 square feet. It consists of a parish hall, kitchen, clergy and administration offices, guild room, nursery, storage, foyer, vestibule, Christian education rooms with fixtures and furniture, and screening for the second level north facing windows. Also being added are covered walkways, parish breezeway, parking lot and drainage improvements, signage, 204 trees, irrigation, and landscaping. The materials for the new Parish Hall will be Type II fire resistive, and the building will be energy efficient, sprinkled, and latest building code and ADA compliant. The architecture of the new proposed Parish Hall matches that of the other structures on the property and will present a welcoming "front door" to the public.

SFEC has worked diligently to design the Parish Hall building that fits its needs based on input from the parishioners and in conjunction with the City of Piney Point Village ordinances. Most of the Christian education and community gatherings occur on weekdays during daytime or early evening.

Multiple opportunities have been made available to the neighbors of St. Francis Episcopal Church to learn about the project. In addition to the September 23, 2021, Planning and Zoning Commission Public Hearing, neighbors were invited to two "meet and greets" held on March 21, 2021, and May 12, 2021, during which comments were made on the proposed Parish Hall Project. While only one "meet and greet" is required, SFEC held two "meet and greets" so that more neighbors could be given the opportunity to learn about the Parish Hall Project, to ask questions, and to give comments. Also, at the Planning and Zoning Commission meetings on January 28, 2022, and March 24, 2022, neighbors commented on the project.

Details of Parish Hall Building

In response to the comments received from the first three meetings, SFEC presented an auxiliary addendum to the original presentation with additional information plus has included comments from the January 28, 2022, and March 24, 2022 Planning and Zoning Commission meetings. These main sections are briefly listed below.

Item	Detail
Playground	<ul style="list-style-type: none"> • Drainage plans presented and signed off on • Setback repositioned to 30 feet from property line • Size of playground reduced to 4,235 square feet from 6,387 square feet, still keeping within safety standards • Schema attached
Monument Sign	<ul style="list-style-type: none"> • Signage complies with PPV Ordinance 74-281 (a)(2) a. • Signage measures 14 feet wide by 4 feet height and is made of brick and cast stone • Verbiage on the signage is “St. Francis Episcopal Church and School,” address numbers on the sides – 345 for the church and 335 for the school • Drawings and perspectives are included in report
North Facing Windows in the Christian Education Rooms – Second Story	<ul style="list-style-type: none"> • Film covering the north facing windows on the second story obstructs the outward view. Film samples were made available for inspection • Automatic window shades • Proposed Parish Hall is located 84 feet from the property line further obstructing the outward view. To contrast, residential setbacks are 30 feet
Interior and exterior lighting	<ul style="list-style-type: none"> • Lighting not allowed on second floor from 10 p.m. to 6 a.m. daily. • Exterior lighting complies with PPV lighting ordinances

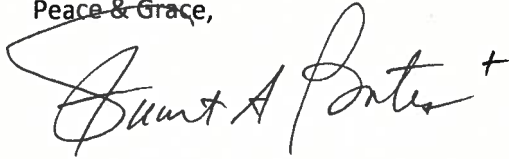
Item	Detail
Parking	<ul style="list-style-type: none"> • Before construction – parking spaces available – 213 • Parking spaces allocated to construction team – 44 • Parking spaces available during construction – 171 • Contingency for additional spaces – Ecclesia – 18 • After construction – parking spaces available – 215 • No parking on the street
Traffic Patterns	<ul style="list-style-type: none"> • Traffic assessment during construction is attached • Police officers on duty for morning and afternoon traffic control
Overall Lot Coverage	<ul style="list-style-type: none"> • Final coverage is 49.95% and overall lot coverage shall not exceed 50.00% percent of the total lot
Drainage – Additional Information	<ul style="list-style-type: none"> • 30-foot greenbelt drainage improvements, including improvements for lots 19, 20, and 21 on Cheska • Drainage checked with respect to proposed SFEC constructed fence
Proposed Parish Hall Building Usage	<ul style="list-style-type: none"> • Community usage of Parish Hall • Christian education is primarily during the week in the daytime and early evening • Storage • Security separation between school and church • Information from the Rector, The Rev'd Stuart A. Bates, detailing usage included in Addendum
Trees	<ul style="list-style-type: none"> • SFEC has complied with PPV tree ordinances • Changed some of the trees along backside of Cheska from public comments • Drip irrigation will be provided • PPV Arborist has reviewed the tree plans and signed off on the plans • Current trees on St. Francis Episcopal property that are to remain will be flagged appropriately and likewise with the trees to be removed
Project Construction Hours	<ul style="list-style-type: none"> • Construction work will comply with PPV ordinances

Item	Detail
Project Construction Timeline	<ul style="list-style-type: none"> • Construction will take approximately 11/12 months • School will be in session for about seven and a half months of the construction period • Demolition to start once school is out end of May 2022 and PPV permits are received • Schedule included in Addendum
Project Construction Letter – to Neighbors	<ul style="list-style-type: none"> • Tellepsen letter includes COVID-19 information
HVAC Equipment	<ul style="list-style-type: none"> • SFEC will have new commercial grade HVAC - daytime limit of 65 dB(A) and nighttime limit of 58 dB(A) • Low profile • Energy efficient • Quieter than old models • SFEC did not take the cheap models • Significantly fewer units; to replace ten outdated units with six new efficient units on roof
Project Construction Deliveries	<ul style="list-style-type: none"> • Scheduled times for deliveries • Flaggers to assist
2000 SUP	<ul style="list-style-type: none"> • 21 years later, usage of proposed building differs • Christian education practices and requirements for space have changed • Storage requirements • Security protocol especially for schools
Fencing	<ul style="list-style-type: none"> • St. Francis will construct an 8 ft capped wood fence on its north side property line
Annual walk through with Piney Point Village and SFEC Officials	<ul style="list-style-type: none"> • Piney Point Village Official(s) with a representative from St. Francis Episcopal Church will annually walk through the Parish Hall project area for reviews
Communication	<ul style="list-style-type: none"> • During the Parish Hall Project, SFEC will communicate updates to Piney Point Village offices for posting on its web sites


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Mayor and City Council Members
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Again, St. Francis Episcopal Church thanks the elected and appointed officials and the staff of the City of Piney Point Village for their diligent work on our SUP application. We look forward to the meeting on April 4, 2022.

Peace & Grace,

A handwritten signature in black ink that reads "Stuart A. Bates" with a small cross symbol at the end of the name.

The Reverend Stuart A. Bates
Rector, St. Francis Episcopal Church

A handwritten signature in black ink that reads "Louise Richman".

Louise Richman
St. Francis Episcopal Church Vestry Representative & Treasurer

- 58
- 65
- 58
- 65
3. HVAC equipment for the new Parish Hall will include 4 HVAC Units and 1 Exhaust Fan Unit on the roof of said building that will all be screened with a 6-foot parapet wall. The total noise level on the Tract, as measured from any point along the property line, shall not to exceed 50 dba during daytime hours (7am – 9pm) and 44 dba during nighttime hours (9pm – 7am). If the City notifies St. Francis of persistent noise levels the City has reason to believe exceeds the foregoing standards, St. Francis agrees to take the following steps to come within the herein established noise level standards within a reasonable period of time, including but not limited to, taking acoustical measurements, installing additional sound barriers, and replacing older equipment with more sound efficient equipment.
 4. Lighting shall not be allowed on the second story of the new Parish Hall from 10pm-6am daily. All second story, north-facing windows of new Parish Hall will be improved with both window treatments and film. Window treatments (shades) shall cover the entire length of the window, shall prevent light from escaping beyond the windows when in use, and shall be programmed to automatically close from 10pm-7am daily. Window film shall be installed at least six feet in height from the bottom of the window, and have nontransparent properties that prevent people inside the building from seeing outside. All outdoor lighting on the Tract shall comply with Section 74-245(d), *Outdoor Lighting*, of the City's Code of Ordinances. All lighting associated with the outdoor gym, playground and other outdoor activity space must be equipped with an automatic timer to shut such lighting off no later than 9 pm daily.
 5. Additional drainage calculations have been added for lots along South Cheska when creating the City-approved drainage plan for the Property. St. Francis will allow for the natural drainage of adjacent property into the drainage swale and/or allow for tie-in into the storm drain on the Tract. St. Francis will maintain on-site drainage to prevent blockage or backup from debris or other materials.
 6. St. Francis shall comply with Chapter 66, *Vegetation*, of the City's Code of Ordinances. A tree disposition plan was submitted and approved by the City. The tree work on site will consist of tree preservation and the removal of trees. 31 trees are scheduled to be removed and 204 qualified new trees will be planted on the property. Trees must be planted in a manner to prevent a direct line of sight from the adjacent property owners to the new Parish Hall. The new trees will be watered by a drip irrigation system. St. Francis will warrant the health of all new trees for a one (1) year period from the date the last new tree is planted.
 7. The addition of 25,941 square feet of impervious flatwork, including the construction of a new concrete parking and driveway at the north end of