

**VILLAGE OF PANTHER CREEK
THE WOODLANDS TOWNSHIP
RESIDENTIAL DESIGN REVIEW COMMITTEE
MEETING MINUTES**

November 10, 2011
2201 Lake Woodlands Drive
The Woodlands Township Service Center at 3:00 p.m.

Members Present: Barby Carroll, Kimber Lewis and Dan Lewis

Staff Present: Devon Jordan and Susan Schneider

Guest: Jay Mac Sanders

A. Welcome/call to order

The meeting was called to order by Dan Lewis at 3:05 p.m.

B. Approve Minutes of October 13, 2011

It was moved by Kimber Lewis and seconded by Barby Carroll that the minutes of October 13, 2011 be approved as presented.

C. Consideration and Action Concerning Absence of Any Committee Member

The Committee inquired about the absence of Susan Pennock and after staff noted that Mrs. Pennock did not notify staff of her absence, it was moved by Kimber Lewis and seconded by Barby Carroll to excuse the absence of Susan Pennock.

D. Consideration and Action Concerning Appointment of Committee Member

The Committee interviewed Jay Mac Sanders, the lone candidate to fill the vacant seat left by the resignation of Marsha Carlton. It was then moved by Kimber Lewis and seconded by Barby Carroll that the committee elect Mr. Sanders to fill the vacancy. All were in favor of the motion.

E. Review and Disposition of the applications on the Review List, "Exhibit A"

The applications on the review list was reviewed and accepted by all members present.

F. Report on the Staff Approval List November 10, 2011

The summary staff approval list was reviewed and accepted by all members present.

G. Public Comments (3 minutes)

There were no public comments.

H. Committee Member Comments

Dan Lewis asked what the status of the research was involving what constitutes area to be living space and also if it was required for us to use Robert's Rules of Order for DSC recommendations. After clarification from Devon Jordan it was decided by Mr. Lewis that moving forward Robert's Rules of Order would be used for all future DSC recommendations. Dan Lewis also asked if there were any Statue of Limitations when it comes to improvements that are found at properties that do not have a permit.

I. Staff Comments

Devon Jordan addressed Dan Lewis' question regarding what constitutes living space, explaining that it depends on the use of the improvement as well as other factors listed in the Residential Standards. Also, Devon Jordan explained that Robert's Rules of Order are not required to be used for any portion of the RDRC meetings. Devon Jordan also answered Mr. Lewis' questions regarding a Statue of Limitations,

explaining that typically if an improvement that was visible from the street had not been acted upon within a five year period, staff will not pursue it. Lastly, Devon Jorden informed the committee that our offices will be moving to a new location on Friday, December 2nd, which means that our next RDRC meeting will be located at our new location. The committee was informed that they will be notified of the new address and given directions prior to the next meeting scheduled for Thursday, December 8.

J. Adjournment

There being no further business, the meeting was adjourned by Kimber Lewis at 4:05 p.m. The motion was seconded by Barby Carroll. The motion carried unanimously.

EXHIBIT A - VILLAGE OF PANTHER CREEK

Application Review List

November 10, 2011

| Item | Applications Reviewed | Owner Name | Property Address | Sec | Blk | Lot | Action |
|------|-------------------------|-----------------|--------------------------|------|------|------|--------------------------------|
| 1 | UTILITY/STORAGE | JOHN M DOSIER | 10 HEARTLEAF CT | 0039 | 0002 | 0012 | STAFF APPROVED WITH CONDITIONS |
| 2 | EXTERIOR STORM SHUTTERS | ROBERT RUNDBERG | 127 SPLIT ROCK RD | 0028 | 0007 | 0002 | APPROVED |
| 3 | HOME BUSINESS | RANDALL D BALL | 22 E TORCH PINE CIR | 0005 | 0001 | 0010 | NO ACTION |
| 4 | FENCE | DAVID L ANDERS | 22 SHADOW STONE | 0032 | 0001 | 0029 | STAFF APPROVED WITH CONDITIONS |
| 5 | FENCE AND GATE | DAVID M NENTWIG | 31 NIGHT RAIN CT | 0029 | 0003 | 0074 | DISAPPROVED |
| 6 | WALKWAY | DAVID M NENTWIG | 31 NIGHT RAIN CT | 0029 | 0003 | 0074 | DISAPPROVED |
| 7 | TRELLIS | CHING KWEI KANG | 38 CARRIAGE PINES CT | 0035 | 0002 | 0017 | DISAPPROVED |
| 8 | FENCE | CHING KWEI KANG | 38 CARRIAGE PINES CT | 0035 | 0002 | 0017 | APPROVED WITH CONDITIONS |
| 9 | POWER GENERATOR | CINDA REDMOND | 39 LEEWARD COVE DR | 0024 | 0002 | 0003 | STAFF APPROVED WITH CONDITIONS |
| 10 | FENCE | CINDA REDMOND | 39 LEEWARD COVE DR | 0024 | 0002 | 0003 | STAFF APPROVED |
| 11 | WOOD DECK | DAN G SIMKINS | 4 REDBERRY CT | 0007 | 0009 | 0028 | DISAPPROVED |
| 12 | TREE REMOVAL | JOHN F GREENE | 50 S WOODSTOCK CIRCLE DR | 0002 | 0001 | 0044 | STAFF APPROVED WITH CONDITIONS |
| 13 | FENCE | MICHAEL VAUGHAN | 74 INDIAN CLOVER DR | 0011 | 0001 | 0013 | STAFF APPROVED |
| 14 | TREE REMOVAL | JUAN TORRES | 8 BLACK CHERRY CT | 0001 | 0002 | 0056 | STAFF APPROVED |