

NOTICE OF PUBLIC MEETING

TO: THE DEVELOPMENT STANDARDS COMMITTEE AND ALL OTHER INTERESTED PERSONS:

**Development Standards Committee
May 6, 2020 at 5:00 p.m.
The Woodlands Township
MINUTES**

Notice is hereby given that the Development Standards Committee will hold a Regular Meeting on Wednesday, May 6, 2020, at 5:00 p.m., via video conference within the boundaries of The Woodlands Township in The Woodlands, Texas, which may be viewed online at <http://www.thewoodlandstownship-tx.gov/778/Meeting-Videos>, for the following purposes:

Members Present: Walt Lisiewski, Robert Heinemann, John Anderson, Arthur Bredehoft, Bob Adams & Mary Funderburg

Members Absent: John A. Brown

Counsel Present: Bret Strong

Staff Present: Kimberly McKenna, Neslihan Tesno, and Hennie van Rensburg

I. Welcome/Call Meeting to Order.

Chairman Walt Lisiewski called the meeting to order at 5:00 pm. Walt declared that in accordance with state law notice of this meeting was posted 72 hours in advance of the meeting. This posting occurred inside the boundaries of the Township at this office building. In addition, this meeting was posted online and is being held via videoconference in accordance with the declaration made by Texas Governor Gregg Abbott, which temporarily suspends certain requirements within the Texas Open Meetings Act to help reduce the potential transmission of the COVID-19 public health pandemic emergency.

Determination of a Quorum requires that at least four of our Committee members be in attendance to establish a quorum for conducting business. Walt called role and it was noted that Walt Lisiewski, Robert Heinemann, John Anderson, Arthur Bredehoft, Bob Adams and Mary Funderburg were present. It was noted that a sufficient number of members are present to declare that we have a quorum.

II. Public Comments *See Guidelines (listed below)

It was identified that On March 16, 2020, Texas Governor Greg Abbott temporarily suspended certain requirements within the Texas Open Meetings Act (TOMA) to help reduce the potential transmission of COVID19. These provisions relate to the public health pandemic emergency.

The Development Standards Committee will begin using videoconferencing for their May 06, 2020 meeting.

The following guidelines will be used to allow the public to provide public comment in accordance with the Open Meetings Act and have been modified for the purpose of the Committee's meetings held by videoconference.

Participation by members of the public in open meetings of the Committee is welcomed and encouraged. To produce the most efficient and effective process for allowing constituents to address the Committee, The Members accept public comments in accordance with State Law and the following Guidelines for Participating in Public Meetings, which have been adjusted due to the use of videoconferencing during the COVID19 pandemic emergency:

- Each person wishing to address the Committee must call in via phone prior to the conclusion of the "public comments" agenda item. Phone numbers are included on the posted agenda, and additional phone numbers are available in the agenda materials for the "public comments" agenda item online.
- Individuals who wish to make general announcements address a topic that is not included on the agenda, or who wish to address specific agenda items must do so under the "public comments" agenda item at the beginning of the meeting. The Committee may request you follow the agenda on line and call again at the

time your item will be heard. Please be advised if you are calling in more than once you may be required to use one of the other numbers provided.

- Individuals will be limited to a total of three (3) minutes regardless of the number of topics, and individuals who provide and utilize a translator will be limited to a total of six (6) minutes.
- Speakers will be taken in the order in which they call in.
- State Law prohibits the Committee from formally acting on a specific item or public comment unless it appears on the posted agenda. Therefore, any Committee discussion of items not included on the posted agenda is limited to questions for clarification and whether or not the item should be placed on a future agenda.
- Speakers may express their opinions or viewpoints on an issue, but are not permitted to participate in the debate on an issue. Speakers will not use profanity.
- Comments from speakers can be made to the Committee as a whole or to an individual member(s).
- Consistent with in-person meetings, public comment will only be taken during the “public comments” agenda item.
- When calling in, you will be placed in a queue, and you will be called upon in the order in which your call was received, and only during the “public comments” agenda item.
- If you receive a busy signal when calling in and the “public comments” period has not concluded, please hang up and call back. The Committee will make every effort to ensure that all callers have an opportunity to speak.
- If you are watching the video of the meeting when you are called upon to speak, please mute the volume on your computer before speaking to avoid audio feedback for Members. There is a brief lag between the audio and video feeds.
- After you have been called upon, you may disconnect from the phone call and continue to watch through the live stream broadcast at <http://www.thewoodlandstowntship.tx.gov/778/Meeting-Videos>.

These guidelines and a full list of available call-in numbers can be found in the online agenda posting under the “Public Comment” agenda item for the April 3, online agenda. These call-in numbers are active for the April 3, 2020 Committee meeting scheduled for 2 p.m. only. New phone numbers will be issued for each future meeting in this format during the public health pandemic emergency. As each caller is unmuted, Chair will ask the caller to state their name and address or village for the record, and remind them of the three-minute limit.

There were no public comments. All callers requested specific agenda items.

III. Recess to Executive Session to consult with the Development Standards Committee’s attorney pursuant to 551.071, Texas Government Code.

The committee did not convene in executive session.

IV. Reconvene in Public Session.

The committee remained in public session.

V. Consideration and action regarding the Residential Development Standards and Commercial Planning and Design Standards for interim actions during the Coronavirus (COVID-19) Pandemic.

Chairman Walt Lisiewski inquired about any updates to this matter. The staff identified there had been no subsequent changes or observances. Processes have remained as is. No action was taken on this matter.

VI. Consideration and Action of the Commercial and Residential Applications and Covenant Violations in Sections VII and VIII recommended for Summary Action.

These items were reviewed by The Committee. The lists consisted of Commercial Items H & I and Residential Items 13 & 15 – 31.

It was then moved by Bob Adams and seconded by John Anderson to approve the Commercial Summary List in Section VI as presented by staff recommendation for the items listed above. The motion carried unanimously.

It was then moved by Arthur Bredehoff and seconded by Walter Lisiewski to approve the Residential Summary List in Section VII as presented by staff recommendation, with the exception of adding a condition to Item #26

that includes a right to rehear, seek legal action or revoke business if substantive complaints persist. The motion carried unanimously.

VII. Consideration and Action of the Commercial Applications and Covenant Violations.

- A. Receive, consider and review the status report by Innospec.
Dirk Laukien / Innospec Oilfield Services
2600 Technology Forest Boulevard
Lot 9147 Block 0547 Section 0999 Village of Research Forest
This item was heard by the full Committee. A representative was not present to address the Committee. Affected neighbors were present to address the Committee. The Committee reviewed the report provided by their legal counsel. It was then moved by Walter Lisiewski and seconded by Bob Adams to accept the report as is and that the item be placed on the next meeting as a continued agenda item for updates. The motion carried unanimously.
- B. Request to allow parking lot lighting for extended hours and consideration and action for potential modification to the existing Memorandum of Agreement with Saint Anthony of Padua related to parking lot lights.
Diocese of Galveston/ St. Anthony of Padua Catholic Church
7801 Bay Branch Drive
Lot 0001 Block 0000 Section 0039 Village of Cochran's Crossing
This item was heard by the full Committee. Representatives were present to address the Committee. Affected neighbors were present to address the Committee. The Committee reviewed the presentation from the staff and the Church representatives. The representatives for the church identified early morning mass, meetings and ability for staff to arrive before and after these events. The Committee deliberated on potential impact in relation to parking lot, potential screening options and reasons for lighting. It was moved by Walt Lisiewski to table the item, consider requesting the owner submit an isolated occurrence for review and action or provide a defined schedule of dates and events for review and evaluation on a case by case basis. The motion failed for lack of a second. It was then moved by Bob Adams and seconded by John Anderson to allow the lights requested to be illuminated for next two weeks and review and determine if any complaints are received, inform the staff and committee of when the lights will be displayed to allow the committee an opportunity to evaluate the lighting. The committee suggested the Church leave the lights on for two weeks to see any impact from neighbors and then review. The motion carried unanimously.
- C. Consideration and action for existing exterior seating.
Regency Centers LP / Honey Bee Ham & Deli
4747 Research Forest Drive, Suite 495
Lot 0100 Block 0687 Section 0047 Village of Cochran's Crossing
This item was heard by the full Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the improvement, applicable standards and potential impact. It was then moved by Bob Adams and seconded by John Anderson to approve on the following conditions:
- Require the owner revise and resubmit a layout with furniture components that match
 - Design and location must comply with Americans with Disabilities Act guidelines.
 - Allow one year from the date of approval for compliance.
- The motion carried unanimously.
- D. Variance request for existing door vinyl graphics that are installed on the exterior of the glass, contain color and are located on four entrance doors.
Impact Church of The Woodlands
5401 Shadowbend Place
Lot 0300 Block 0163 Section 0047 Village of Cochran's Crossing

This item was heard by the full Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the existing door graphics, applicable standards and location of improvement. It was then moved by Bob Adams and seconded by John Anderson to deny as presented and require the owner to revise and resubmit and allow a single graphic on the exterior. The Committee did allow a variance for the graphic to be placed on the exterior of the door due to the tinted nature of the glass. The Committee suggests the sign specifications comply with the Commercial Planning and Design Standards. The motion carried unanimously.

- E. Variance request for existing window vinyl graphics for two business names not trademarked and include a colored logo and taglines and are located on the exterior surface of the glass.

Tridan II LLC / Hearst Newspapers LLC

3606 Research Forest Drive, Suite 200

Lot 0210 Block 0547 Section 0999 Village of Research Forest

This item was heard by the full Committee. A representative was present to address the Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the information provided including the Commercial Planning and Design Standards and recent nearby vinyl graphic approvals. Following deliberation, the committee denied the variance request as presented and required the owner revise and resubmit on the following conditions:

- Remove “The Woodlands Villager” and tagline “An Edition of the Houston Chronicle.”
- Owner is to provide proof of registered name of “HC Media Group Hearst Corporation.” Or “HC Media Group” whichever is the registered name.
- If star logo for HC Media Group is included in submittal, a trademark with either the USPTO or Texas Secretary of State must be provided within one year of approval or the logo must be removed.
- Allow the variance for placement on the exterior of the glass based on previous approval for another tenant due to tinted window/door glass.
- Staff or designee to approve revised plans.
- No other signs are approved at this time.
- Submission must comply with Commercial Planning Standards, included but not limited to, not to exceed two (2) square feet in accordance with the Standards.

The motion carried unanimously.

- F. Variance request for the existing monument sign tenant panel that does not match the building sign or the trademark and does not contain address street numbers.

Woodlands Anchor Acquisition LP / Torchys

1555 Lake Woodlands Drive, Suite 500

Lot 0284 Block 0599 Section 0099 Village of Town Center

This item was heard by the full Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the signs and applicable standards. It was then moved by Bob Adams and John Anderson to deny as presented and required the owner revise and resubmit on the following conditions:

- Sign specifications are to match building signs with the logo removed.
- Address numbers are added in the corner closest to the street on each side of the sign.
- Must comply with the Commercial Planning and Design Standards including, but not limited to the installation and the maintenance of a landscape bed with concealed irrigation.
- Sign specifications regarding letter height must match the existing height of the letters on the adjacent tenant panel.
- No other signs are approved at this time. Existing vinyl graphics are to be removed prior to the issuance of the monument sign permit. Owner must submit an application and specifications in accordance with the Standards should graphics be requested.

- Additionally, the owner must reach out to The Woodlands Land Development Company for review and action. Submission should be sent to Ken Anderson and Associates for processing.

The motion carried unanimously.

G. Consideration and action for a time extension of two project identification signs.

Diocese of Galveston/ St. Anthony of Padua

7801 Bay Branch Drive

Lot 0001 Block 0000 Section 0039 Village of Cochran's Crossing

This item was heard by the full Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the signs, time requested and applicable standards. It was then moved by Bob Adams Robert Heinemann to approve the time extension for the project identification signs until October of 2021. If the project ID signs are needed after October of 2021, the owner must submit an application for a time extension in advance of the deadline. Signs must be maintained in good condition at all times. The motion carried unanimously.

H. Variance request for proposed tree and mid-growth trimming in the forest preserve to create a view corridor to the Bell Tower.

Saint Simon & Jude Catholic Church

26777 Glen Loch Drive

Lot 0421 Block 0045 Section 0007 Village of Panther Creek

This item was reviewed under the summary list as presented by staff. It was moved by Bob Adams and seconded by John Anderson to approve on the following conditions:

- Trimming is to occur in accordance with the approved plans to no higher than 3-5 feet from grade not to exceed the width of the bell tower façade.
- No trees or shrubs are approved for removal.
- Owner must contact The Woodlands Township staff at least 24 hours prior to the trimming taking place.
- A designated staff member must be present during the trimming.
- Must comply with Commercial Planning and Design Standards.

The motion carried unanimously.

I. Variance request for the proposed exterior lighting of the statue and building that does not include a photometric study.

Spirit of Texas Bank SSB

1525 Lake Front Circle

Lot 0420 Block 0599 Section 0999 Village of Town Center

This item was reviewed under the summary list as presented by staff. It was moved by Bob Adams and seconded by John Anderson to approve on the following conditions:

- Lighting is installed according to submitted site plan.
- Color temperature of fixtures is to be 4000K color temperature. All exterior light fixtures shall be within 500K color temperature of each other.
- The committee reserves the right to require lighting changes should complaints arise, to include but not limited to, reducing light output, adding shielding or requiring screening via plant supplementation.
- No improvements are approved other than specifically submitted and approved within this written approval. All exterior modifications must be submitted for review and written Committee approval prior to fabrication and installation.

The motion carried unanimously.

VIII. Consideration and Action of the Residential Applications and Covenant Violations.

1. Variance request for the existing planter boxes that may constitute an unreasonable impact to the neighboring property and encroach into the easement.
Christopher Bruhn & Donna Powell
91 North Rushwing Circle
Lot 28, Block 08, Section 01 Village of Indian Springs
This item was heard by the full Committee. The owner and affected neighbor were present to address The Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the existing planter's boxes, responses from affected neighbors, applicable standards and reasons for their use. It was then moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve on the condition the applicant relocate to respect the easement and plant and maintain native evergreen vegetation, at least 7 ft. tall at the time of planting, to the rear of the trellis/planter boxes and the shared fence between the properties is in need of repair and replacement. The motion carried unanimously.
2. Request for concept approval of a home business for Counseling/Therapy; Adult/Adolescent Psychotherapy.
Ronald Gravis (Prospective buyer)
27 Wintergrass Place
Lot 41 Block 01 Section 07 Village of Alden Bridge
This item was heard by the full Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the home business, responses from affected neighbors and potential impact to the neighborhood. It was then moved by Walter Lisiewski and seconded by Arthur Bredehoft to conditionally approve for a period of 2 years – then renew permit. The owner must submit application for renewal prior to May 2022. The owner and business must comply with Home Business Standards 3.1. All client parking to be on applicant's driveway. No plaque allowed at this time. The motion carried unanimously.
3. Consideration and action to modify the lot or subdivide the lot and any associated platting or re-platting required.
Houston Heavenly Homes LLC
2601 S Wildwind Circle
Lot 01, Block 09, Section 01 Village of Grogan's Mill
This item was heard by the full Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the proposed improvement and future development plans for new home construction, deed restrictions on the lot and responses from affected neighbors. It was then moved by Arthur Bredehoft and seconded by Robert Heinemann to table any action on the Initial Land Use Designation contingent upon receiving plat approval and identified that an amendment to the Initial Land Use Designation would also require review and action by entities such as the Developer, the City planning commission and Montgomery County Commissioners Court. The Committee identified an amendment to the Initial Land Use Designation would be required if a replat or amended plat was pursued. The motion carried unanimously.
4. Variance request for proposed artificial turf that was not considered to be compatible with the home and neighborhood.
Theodora I Jacobs
27 E Stony Bridge Circle
Lot 57, Block 01, Section 57 Village of Cochran's Crossing
This item was heard by the full Committee. The owner was present to address The Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the total proposed area of artificial turf, responses from affected neighbors and historical precedence. It was then moved by Arthur Bredehoft and seconded by Walter Lisiewski to deny the variance as presented, but will allow the owner to revise and resubmit an application with the following requirements:

- The application must reduce the overall proposed area of artificial turf no to exceed 2000 sq. ft.
- The revised plan may not be located in the rear easement and no tree removals may be proposed for removals for the installation of the artificial turf.
- A comprehensive drainage plan must be submitted in accordance with the Residential Development Standards to demonstrate lot drainage. Drainage plans must be comprehensive site plans that define the overall site and any site topography. Drainage plans should show any natural change in grade and define the direction the water flows onto and off of the property. Drainage plans should include any specifications for drainage swales, piping, catch basins and drain outlets.

The motion carried unanimously.

5. Variance request for a proposed residential sign that will be located in the easement and include lights.

Philip and Sally Dailey

11422 Timberwild Street

Lot 5, Block 2, Section 4 Village of Grogan's Mill

This item was heard by the full Committee. The owner was present to address The Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the potential impact to adjacent properties, historical precedence and issues as it relates to street right of way. It was then moved by Walter Lisiewski and seconded by Arthur Bredehoft to deny the variance as requested. Additionally, the owner was encouraged to contact The County and possibly research the Developer records or Montgomery County Real Property Records for issues as it relates to street right of way, historical precedence and overall general information. Any relevant information that is found should be relayed to the appropriate parties for review. The motion carried unanimously.

6. Variance request for the proposed awning that is not a muted solid shade.

Sparky and Deborah Gullo

25 Autumnwood Court

Lot 03, Block 01, Section 31 Village of Grogan's Mill

This item was heard by the full Committee. The owner was not present to address The Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the awnings, their visual compatibility with the neighborhood, similar awnings within the area and potential color options. It was then moved by Arthur Bredehoft and seconded by John Anderson to deny as presented. The owner may revise and resubmit an application for the improvement selecting a color that is in accordance with the Residential Development Standards. The motion carried unanimously.

7. Variance request for the proposed awning that is not a muted solid shade.

Sparky and Deborah Gullo

21 Autumnwood Court

Lot 02, Block 01, Section 31 Village of Grogan's Mill

This item was heard by the full Committee. The owner was not present to address The Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the awnings, their visual compatibility with the neighborhood, similar awnings within the area and potential color options. It was then moved by Arthur Bredehoft and seconded by John Anderson to deny as presented. The owner may revise and resubmit an application for the improvement selecting a color that is in accordance with the Residential Development Standards. The motion carried unanimously.

8. Variance request for an existing color change that is not a muted shade and was not considered being compatible with existing character of the neighborhood.

John Bizer

11 Gate Hill Drive

Lot 06, Block 20, Section 01 Village of Indian Springs

This item was heard by the full Committee. The owner was not present to address The Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the existing color change, applicable standards and other homes in the area with a similar color style. It was then moved by Walter Lisiewski and seconded by Arthur Bredehoft to deny the improvement as presented and requires the owner to resubmit an application for a color change that is in accordance with the residential standards. A new application must be submitted within 30 days, otherwise it will be considered a violation of the standards. The owner may work with staff on selecting a color that is approvable. The motion carried unanimously.

9. Variance request for a fence proposed to be built with the construction side facing outward from the lot without approval by the adjacent property owner.

Michael Nolan

18 East Wedgewood Glen

Lot 13, Block 06, Section 11 Village of Panther Creek

This item was heard by the full Committee. The affected neighbor was present to address The Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on responses from affected neighbors and applicable standards. It was then moved by Walter Lisiewski and seconded by Arthur Bredehoft to deny the improvement as presented. The owner may resubmit an application for an improvement that is in accordance with the residential standards. Staff approval contingent on revision of application to comply with the standards. The motion carried unanimously.

10. Variance request for the trees that are proposed to be removed.

Mark and Kathy Robinson

9 Crinkleroot Court

Lot 12, Block 01, Section 19 Village of Grogan's Mill

This item was heard by the full Committee. The owner was not present to address The Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the health of the proposed trees, applicable standards and reasons for their removal. It was then moved by Arthur Bredehoft and seconded by Walter Lisiewski to disapprove the removal of any tree, but allow removal of the two leaning trees in the back. Reforestation in accordance with the standards. The owner may revise and resubmit an application with a certified arborist report determining the health of the trees for the ones that are not approved for removal at this time. The motion carried unanimously.

11. Variance request for the trees that are proposed to be removed.

Todd and Jodi Stowell

12 Box Turtle Court

Lot 06, Block 01, Section 32 Village of Grogan's Mill

This item was heard by the full Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the health of the trees proposed for removal, responses from affected neighbors and applicable standards. It was then moved by Arthur Bredehoft and seconded by Walter Lisiewski to deny the tree removals and require all the trees remain on the lot. The owner may submit an arborist report to the Township from a certified arborist to determine the health of the trees. The motion carried unanimously.

12. Consideration and action to determine if the adjustments made to the addition will now be considered as non-livable space and not require an amendment to the Initial Land Use Designation.

Brad & Gabrielle Finger

9 Greenridge Forest Court

Lot 30, Block 03, Section 14 Village of Panther Creek

This item was heard by the full Committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the improvements made to the conversion, applicable standards and history of the issue. It was then

moved by Arthur Bredehoft and seconded by John Anderson to deny the improvement use as requested and defines the space with the noted modifications as livable space. The owner must either seek to obtain signatures required for the amendment to the Land Use Designation within 6 months or convert the improvement to its original design as a screened room not considered livable or submit an application for another type of improvement that is non-livable space in accordance with the standards, such as a patio cover. The motion carried unanimously.

13. Variance request for an existing color change that is not a muted shade and was not considered to be compatible with the existing character of the neighborhood.

Jianlan Lu

75 Yewleaf Road

Lot 14, Block 02, Section 01 Village of Panther Creek

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to table the item until it can be heard on the June 3, 2020 DSC Meeting. The motion carried unanimously.

14. Variance request for a proposed shed that will encroach into the easement.

James Jackson

2 Meadow Beauty Court

Lot 57, Block 01, Section 07 Village of Panther Creek

This item was heard by the full Committee. The owner was present to address the committee. The Committee reviewed the presentation from the staff. The Committee deliberated on the location of the improvement, applicable standards, impact to adjacent properties, potential screening options, and access to the utility boxes. It was then moved by Arthur Bredehoft and seconded by Mary Funderburg to deny and consent to delay enforcement based upon the execution of a memorandum of agreement. The Committee also allowed encroachment into the easement, but must remain far enough away from the utility box to allow for any future maintenance. The owner must also plant and maintain vegetation for the purposes of screening. The owner may work with staff on location of the shed and vegetation. The motion carried unanimously.

15. Variance request for a proposed patio cover with fireplace and summer kitchen that will encroach into the building setback line.

Charles R Sims

6 Storm Mist Place

Lot 06, Block 01, Section 51 Village of Cochran's Crossing

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve on the condition the owner must ensure the improvements meet code and pass final inspection. Additionally, the owner must ensure placement of the improvement does not halt or materially impede drainage as defined in the Residential Development Standards. Additionally, the owner must plant and maintain native evergreen trees and shrubs to soften the view. Staff to review the final planting to determine is sufficient screening. The motion carried unanimously.

16. Variance request for existing patio cover with incorporated summer kitchen that encroaches past the setback line and includes additional paving that exceeds the maximum amount of hard surface area allowed

David Marks

34 Gate Hill Drive

Lot 01, Block 21, Section 01 Village of Indian Springs

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve on the following conditions:

- Owner must revise and resubmit the drainage plan to include not only the natural change in grade and define the direction the water flows onto and off of the property. Plans must also include specifications for drainage swales, piping, catch basins and drain outlets.
- Improvement must meet code and pass final inspection.
- Owner must plant and maintain native vegetation at the rear of the improvement to soften and screen the view.
- Additionally, the owner must ensure placement of the improvements does not halt or materially impede drainage as defined in the Residential Development Standards.
- Staff to review the final submission for verification of compliance with the Committee's action.

The motion carried unanimously.

17. Variance request for an existing fence that exceeds the maximum height allowed and is not the style required by the Neighborhood Criteria for the lot.

Paul L Barber

30 Irish Moss Pl

Lot 02, Block 02, Section 41 Village of Cochran's Crossing

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve as presented and on the condition the improvement must meet code and pass final inspection. If fence repair requires replacement of pickets, the owner must ensure the fence pickets continue to taper and the property corner to meet the height of the adjacent fence. The motion carried unanimously.

18. Variance request for a proposed fence that would encroach past the plated building line

William Wilson

3 Pebble Cove Court

Lot 06, Block 04, Section 24 Village of Panther Creek

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve on the condition the owner maintain the existing vegetation at the corner of the fence where the encroachment occurs. Fence must meet code and pass final inspection. The motion carried unanimously.

19. Variance request for existing fence that was built with the construction side members facing outward from the lot.

James Speed

84 Eagle Rock Circle

Lot 21, Block 01, Section 05 Village of Indian Springs

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve as presented, provided no portion of the construction side members are visible to the street. In the event a portion of the construction side portion of fencing becomes exposed through a neighboring property or removal of a neighboring fence, the owner must modify those portions of the fence so that the construction side members are not visible to a street. The motion carried unanimously.

20. Variance request for an existing walkway that exceeds the maximum width allowed and encroaches into the easement.

Oscar Fajardo

71 N Crossed Birch Pl

Lot 05, Block 01, Section 50 Village of Cochran's Crossing

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve on the condition the owner plant and maintain native evergreen vegetation in a continuous landscaped bed extending around the driveway seen in the front yard to soften and screen the view from the street and adjacent tract. Approval by this committee does not constitute approval by any additional easement holder. It is the owner's responsibility to obtain those approvals and may be subject to removal for access

needed. The owner must ensure placement of the improvement does not halt or materially impede drainage as defined in the Residential Development Standards. The motion carried unanimously.

21. Consideration and action for a Short-Term Rental application.

Mazly, LLC

27 N. Greenbud Court

Lot 0106, Block 0004, Section 0038 Village of Grogan's Mill

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve on the condition that the owner must sign the Short-Term Rental Maintenance and User Agreement, pay compliance deposit, submit insurance certificate and must provide a secondary responsible party in order to accommodate the possible absence of the primary responsible party. Owner must also comply with all the Short-Term Rental regulations per Section 3.7 of The Woodlands Residential Development Standards. This approval is valid for a period not to exceed one year. Owner must reapply by January 2021. Short Term Rental application may be revoked at any time for failure to comply with the conditions of approval, as a result of impact or at the discretion of the Development Standards Committee. The motion carried unanimously.

22. Consideration and action for a Short-Term Rental application.

Carl R. Stewart Jr.

25 N. Wavy Oak Circle

Lot 0015, Block 0009, Section 0007 Village of Panther Creek

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve on the condition that the owner must sign the Short-Term Rental Maintenance and User Agreement, pay compliance deposit, submit insurance certificate and must provide a secondary responsible party in order to accommodate the possible absence of the primary responsible party. Owner must also comply with all the Short-Term Rental regulations per Section 3.7 of The Woodlands Residential Development Standards. This approval is valid for a period not to exceed one year. Owner must reapply by January 2021. Short Term Rental application may be revoked at any time for failure to comply with the conditions of approval, as a result of impact or at the discretion of the Development Standards Committee. The motion carried unanimously.

23. Consideration and action for a Short-Term Rental application.

Marcos A. Romasanta

6 Amber Fire Place

Lot 0002, Block 0002, Section 0019 Village of Cochran's Crossing

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve on the condition that the owner must sign the Short-Term Rental Maintenance and User Agreement, pay compliance deposit, submit insurance certificate and must provide a secondary responsible party in order to accommodate the possible absence of the primary responsible party. Owner must also comply with all the Short-Term Rental regulations per Section 3.7 of The Woodlands Residential Development Standards. This approval is valid for a period not to exceed one year. Owner must reapply by January 2021. Short Term Rental application may be revoked at any time for failure to comply with the conditions of approval, as a result of impact or at the discretion of the Development Standards Committee. The motion carried unanimously.

24. Consideration and action for a Short-Term Rental application.

Michael and Yvonne Wilson

19 Sawmill Grove Lane

Lot 0024, Block 0103, Section 0041 Village of Grogan's Mill

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve on the condition that the owner must sign the Short-Term Rental Maintenance and User Agreement, pay compliance deposit, submit insurance certificate and must provide a

secondary responsible party in order to accommodate the possible absence of the primary responsible party. Owner must also comply with all the Short-Term Rental regulations per Section 3.7 of The Woodlands Residential Development Standards. This approval is valid for a period not to exceed one year. Owner must reapply by January 2021. Short Term Rental application may be revoked at any time for failure to comply with the conditions of approval, as a result of impact or at the discretion of the Development Standards Committee. The motion carried unanimously.

25. Consideration and action for a Short-Term Rental application.

Stephen & Mira Dessy

10812 Timberwagon Circle

Lot 0024, Block 0008, Section 0006 Village of Grogan's Mill

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve on the condition that the owner must sign the Short-Term Rental Maintenance and User Agreement, pay compliance deposit, submit insurance certificate and must provide a secondary responsible party in order to accommodate the possible absence of the primary responsible party. Owner must also comply with all the Short-Term Rental regulations per Section 3.7 of The Woodlands Residential Development Standards. This approval is valid for a period not to exceed one year. Owner must reapply by January 2021. Short Term Rental application may be revoked at any time for failure to comply with the conditions of approval, as a result of impact or at the discretion of the Development Standards Committee. The motion carried unanimously.

26. Variance request for a home business operation that includes an employee who may travel to the home in conjunction with the business.

Craig Calligan

51 Acorn Cluster Court

Lot 02, Block 02, Section 35 Village of Panther Creek

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve on the following conditions:

- Business is conditionally approved for two years. Owner must submit an application for a home business renewal by May 2022.
- All vehicles that are in conjunction with the business operation must be parked in the driveway and not on the street.
- Any traffic entering the property that is in conjunction with business operation must enter the property through the driveway and main entry door of the residence.
- All signage/floor mats related to the business operation must remain removed and are not approved for display.
- Owner must maintain the existing vegetation between the properties to screen the view between the lots.
- Home Business permit may be revoked at any time for a violation of the Residential Development Standards or at the discretion of the Development Standards Committee.

The motion carried unanimously.

27. Consideration and action for a home business.

Marli Chapman

15 Wind Trace Court

Lot 37, Block 02, Section 18 Village of Panther Creek

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve on the following conditions:

- Business is conditionally approved. Owner must submit an application for a home business renewal by May 2021.
- Any vehicles that are in conjunction with the business operation must be parked in the driveway and not on the street.
- Home Business permit may be revoked at any time for a violation of the Residential Development Standards or at the discretion of the Development Standards Committee.

The motion carried unanimously.

28. Consideration and action for a home business renewal.

John Bizer

11 Gate Hill Drive

Lot 06, Block 20, Section 01 Village of Indian Springs

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve for two years on the condition the owner must sign the memorandum regarding the conditions of a home business application noting the owner certification for compliance and licensing with The Federal Bureau of Alcohol, Tobacco, Firearms and Explosives. The memorandum will be recorded at the courthouse and binding on the land. Additionally, in accordance with the Residential Development Standards and Covenants, Restrictions, Easements Charges and Liens of The Woodlands, the Home Business is subject to revocation for the following reasons:

- A violation of the Standards occurs
- The Business does not adhere to the conditions of approval
- Or at the discretion of the Plan Review Committee.
- A violation of the agreement.

Owner must submit a home business renewal no later than May 2022 for continued operation. The motion carried unanimously.

29. Variance request for an existing fence that is located beyond the platted building line and does not include a continuous planter bed immediately adjacent to the fence.

Phyllis Allman

2 Sweetbeth Court

Lot 10, Block 02, Section 15 Village of Grogan's Mill

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve as presented on the condition the owner maintains the existing trees on the outside of the fence. The motion carried unanimously.

30. Variance request for existing retaining wall that encroaches past the easement.

Steve Riggle

42 Bellweather Court

Lot 11, Block 01, Section 46 Village of Panther Creek

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve as submitted. Owner must ensure placement of the improvement does not halt or materially impede drainage as defined in the residential Development Standards. The motion carried unanimously.

31. Variance request for existing fence that was built with the construction side facing outward from the lot and the left gate is not setback at least three feet from the front façade of the dwelling.

YAMASA CO LTD

139 West White Willow Circle

Lot 27, Block 02, Section 03 Village of Panther Creek

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to table the item until it can be heard on the June 3, 2020 DSC Meeting. The motion carried unanimously.

IX. Member Comments

Arthur Bredehoft thanked the staff. The Committee welcomed Mary Funderburg as the new member.

Committee discussed further requirements and further explanation for differences between public comment and review item. Kim McKenna welcomed Mary.

X. Staff Reports

Discussed difference between public comment and review item

XI. Adjourn

There being no further business it was moved by Arthur Bredehoft and seconded by John Anderson to adjourn the meeting at 9:42 p.m. the motion carried unanimously.

***Modified Guidelines for Public Comments to be used when the Committee is meeting via videoconference during the COVID-19 Pandemic Emergency**

On March 16, 2020, Texas Governor Greg Abbott temporarily suspended certain requirements within the Texas Open Meetings Act (TOMA) to help reduce the potential transmission of COVID-19. These provisions relate to the public health pandemic emergency. The Township began using videoconferencing for their March 25, 2020 Board meeting, and will continue to use this format until normal Township operations have resumed. The following guidelines will be used to allow the public to provide public comment in accordance with the Open Meetings Act and have been modified for the purpose of the Board's meetings held by videoconference.

Participation by members of the public in open meetings of the Development Standards Committee is welcomed and encouraged. A "public comment" agenda item is included at the beginning of all regular meeting agendas. To produce the most efficient and effective process for allowing constituents to address the Committee, The Committee accepts public comments in accordance with State Law and the following Guidelines for Participating in Public Meetings, which have been adjusted due to the use of videoconferencing during the COVID-19 pandemic emergency:

- Individuals, who wish to make general announcements, address a topic that is not included on the agenda, or who wish to address specific agenda items must do so under the "public comments" agenda item at the beginning of the meeting.
- Individuals will be limited to a total of three (3) minutes regardless of the number of topics, and individuals who provide and utilize a translator will be limited to a total of six (6) minutes.
- Speakers will be taken in the order in which they call in.
- State Law prohibits the Committee from formally acting on a specific item or public comment unless it appears on the posted agenda. Therefore, any Committee discussion of items not included on the posted agenda is limited to questions for clarification and whether or not the item should be placed on a future agenda.
- Speakers may express their opinions or viewpoints on an issue, but are not permitted to participate in the debate on an issue.
- Speakers will not use profanity.
- Comments from speakers can be made to the Committee as a whole or to an individual member(s).
- Consistent with in-person meetings, public comment will only be taken during the "public comments" agenda item.

Additional notes for those wishing to call in for Public Comment:

- When calling in, you will be placed in a queue, and you will be called upon in the order in which your call was received, and only during the "public comments" agenda item.
- If you receive a busy signal when calling in and the "public comments" period has not concluded, please hang up and call back. The Committee will make every effort to ensure that all callers have an opportunity to speak.
- If you are watching the video of the meeting when you are called upon to speak, please mute the volume on your computer before speaking to avoid audio feedback for the Committee members. There is a brief lag between the audio and video feeds.
- After you have been called upon, you may disconnect from the phone call and continue to watch through the live stream broadcast at <http://www.thewoodlandstowship-tx.gov/778/Meeting-Videos>.

To call in to the May 6, 2020 Development Standards Committee meeting to provide public comment, you may call any of the numbers listed below. For the best quality audio, it is recommended to use one of the local numbers:

- (346)248-7799
- (669)900-6833
- (253)215-8782
- (312)626-6799
- (929)205-6099
- (877)853-5247 (Toll Free)

Once you have connected, you will need to enter Webinar ID: 813 4300 7111, then enter the pound sign "#" on your telephone keypad.

To request other accommodations, call (281) 210-3800 or email ADA@thewoodlandstowship-tx.gov During the May 6, 2020 videoconference Development Standards Committee Meeting, members of the public may provide public comment by calling the numbers shown above and using the Member ID #. Calls will be in the order the calls are received and only during the "public comment" agenda item. This phone number is active only for the May 6, 2020



Kimberly C. McKenna
<http://www.thewoodlandstowship-tx.gov/778/Meeting-Videos.aspx?NID=7>

Development Standards Committee meeting. New Phone numbers will be issued for each future meeting during the public health pandemic emergency.

Property Compliance Manager
For The Woodlands Township