

Development Standards Committee  
November 18, 2020 at 5:00 p.m.  
The Woodlands Township

Members Present: Walter Lisiewski, Robert Heineman, John Anderson, Bob Adams, Arthur Bredehoft and Mary Funderburg

Members Absent: John A. Brown

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

Legal Counsel: Bret Strong

- I. Welcome/Call Meeting to Order.  
Chair Walter Lisiewski called the meeting to order at 5:00 p.m. and declared there was a quorum.
- II. Public Comments  
Staff read the guidelines for public comment. There were no public comments
- III. Consideration and action regarding the minutes of the October 21, 2020 meeting.  
Chair Walter Lisiewski asked for a motion to approve the minutes of the October 21, 2020 meeting. It was moved by Arthur Bredehoft and seconded by Bob Adams to accept the minutes as presented. The motion carried unanimously.
- IV. Consideration and Action of the Commercial and Residential Applications and Covenant Violations in Sections VII and VIII recommended for Summary Action.  
Staff presented the Commercial and Residential Summary Lists as prepared by Staff. The Commercial Summary List consisted of Items F, G, H & I. Items A, D & K were tabled. It was moved by Bob Adams and seconded by John Anderson to approve the Commercial Summary List as presented. The motion carried unanimously. The Residential Summary List consisted of Items 2, 4, 6-25 and 30. Items 3, 15 & 18 were resolved prior to the meeting. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve the Residential Summary List as presented. The motion carried unanimously.
- V. Consideration and Action of the Commercial Applications and Covenant Violations.
  - A. Receive, consider and act on the status and project completion by Innospec.  
Dirk Laukien / Innospec Oilfield Services  
2600 Technology Forest Boulevard  
Lot 9147 Block 0547 Section 0999 Village of Research Forest  
This item was tabled and will be heard at the December 1, 2020.
  - B. Variance request to trim and remove vegetation from the forest preserve to create a view corridor.  
Alden Bridge Complex LLC / Shops at Alden Bridge  
3759 FM 1488  
Lot 1907 Block 0549, Section 0047 Village of Alden Bridge  
This item was tabled and will be heard at the December 1, 2020 meeting at the request of the applicant.  
Moved by Walter Lisiewski and seconded by John Anderson. The motion carried unanimously.
  - C. Variance request to trim and remove vegetation from the forest preserve to create a view corridor.  
Alden Bridge Complex LLC / CVS Pharmacy  
3705 FM 1488  
Lot 1906 Block 0549 Section 0047 Village of Alden Bridge  
This item was tabled and will be heard at the December 1, 2020 meeting at the request of the applicant. Moved by Walter Lisiewski and seconded by John Anderson. The motion carried unanimously.

D. Variance request for existing vinyl signage which is not a part of the registered name of the business (CVS) and advertise services and products available.  
Alden Bridge Complex LLC / CVS Pharmacy  
3705 FM 1488  
Lot 1906 Block 0549 Section 0047 Village of Alden Bridge  
This item was tabled and will be heard at the December 1, 2020 meeting at the request of the applicant. Moved by Walter Lisiewski and seconded by John Anderson. The motion carried unanimously.

E. Variance request for the proposed HVAC replacement and temporary staging area, including construction hours that are not in accordance with the Standards.  
Indian Springs at The Woodlands LTD / HEB  
10777 Kuykendahl Road  
Lot 0550 Block 0592 Section 0060 Village of Indian Springs  
This item was heard by the full committee. The Committee reviewed presentation from the staff. The Committee deliberated regarding the improvements, applicable standards, impact to adjacent properties and potential solutions. It was then moved by Bob Adams and seconded by John Anderson to approve on the following conditions:

- All new units are to be installed in existing locations and re-use existing curbs and utility connections where possible. Roof modifications are not approved at this time.
- The HVAC units shall not be visible from public view, being screened by parapet or additional screen walls as required.
- Applicant is conditionally approved for a variance to not install a construction fence around the staging area due to unit size and crane use pending all materials and equipment are kept out of public view.
- The HVAC RTU removal and installation construction and delivery are to adhere to the construction hours as set forth by The Woodlands Standards, with one exception to allow applicant conditionally approval for one day for a variance to work outside of the construction work hours as set by The Woodlands Standards. Work hours are approved to commence at 7pm, 9pm, and 11pm as submitted, and be completed no later than 3 am of the same day. One-day allowance.
- Crane access around the perimeter of the building shall limit exposure to pedestrian and vehicular traffic to include a perimeter fence or construction barricades around the crane.
- The sound rating for all new units with accessories as specified is not to exceed 96 dB maximum.
- The sound level for the new HVAC units shall not exceed approximately 72 dB at the nearest property lines (approx. 160' from nearest RTU).
- The sound level for the new HVAC units shall not exceed approximately 58 dB at the nearest residential properties (approx. 350' from nearest RTU).
- No other exterior improvements are approved other than specifically submitted and approved within this written approval. All exterior improvements must be submitted for review and written Committee approval prior to fabrication and installation.
- A clean and professional job site is to be maintained at all times.
- No exterior lighting, temporary or permanent shall be added.
- Require HEB to notify residents at Dove Trace Circle and require notification that includes the dates and time of the event and a contact number for issues. Hand delivered and provided to residents to visit the property.
- Must comply with all other Commercial Planning and Design Standards, except as otherwise granted in these conditions of approval.

The motion carried unanimously.

F. Consideration and action to allow the owner to pursue amending the Initial Land Use Designation

Lex Gen Woodlands LP / Lexicon Pharmaceuticals Inc.

8800 Technology Forest Boulevard / 4000 Research Forest Drive

Lots 9024, 9046 Block 0051 Section 0999/Lot 0240 Block 0547 Section 0000 Village of Research Forest

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Bob Adams and seconded by John Anderson to allow the owner to pursue amending the Initial Land Use Designation on the following conditions:

- Require any Amendments to the Initial Land Use Designation retain the Development Standards Committee express rights to any future amendments to the Land Use Designation.
- Require the drafted amendment be submitted to the Covenant Administration Staff and the Development Standards Committee's legal counsel for final review and verification of compliance with the committee's action, prior to recordation.

The motion passed unanimously.

G. Variance request for the permanent display of the existing light pole banners and temporary display of alternate banners during the holiday season.

Lone Star College

5000 Research Forest Drive

Lot 0805 Block 0051 Section 0000 Village of Research Forest

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Bob Adams and seconded by John Anderson to approve the existing light pole banners and temporary display of alternate banners on the following conditions:

- Banners shall be placed on every other light pole along main drives and within parking aisles.
- Banner locations shall be limited to twelve (12) light poles, as indicated by white boxes on the banner layout plan.
- Light pole banners shall not be visible from the public Right-Of-Way.
- Banners are to be maintained in like-new condition. Any damaged banners are to be removed/replaced immediately.

No other exterior signage is approved other than specifically submitted and approved within this written approval. All exterior signage must be submitted for review and written Committee approval prior to fabrication and installation.

The motion passed unanimously.

H. Consideration and action for the proposed emergency room monument sign.

Northex LLC / Memorial Hermann 24 Hour Emergency Care

9950 Woodlands Parkway

Lot 0300 Block 0078 Section 0046 Village of Sterling Ridge

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Bob Adams and seconded by John Anderson to approve the proposed emergency room monument sign on the following conditions:

- Monument Sign is conditionally approved to meet previous DRC Recommendations with routed aluminum panel with acrylic backing. Panel to be painted toasty brown to match other monuments with either black or white acrylic backing for text.
- Monument sign is not to exceed 5'-0" wide by 4'-0 in height and shall be externally illuminated.
- "24 HR Emergency Care" text shall be displayed in standard font color per code. Signage must comply with applicable codes.
- Monument sign to have a formal landscape bed with a permanently concealed irrigation system.

No other exterior signage is approved other than specifically submitted and approved within this written or prior approval. All exterior signage must be submitted for review and written Committee approval prior to fabrication and installation.

The motion passed unanimously.

I. Consideration and action for the proposed tenant monument sign.

Northex LLC

9950 Woodlands Parkway

Lot 0300 Block 0078 Section 0046 Village of Sterling Ridge

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Bob Adams and seconded by John Anderson to approve the proposed tenant monument sign on the following conditions:

- Monument Sign is conditionally approved to meet previous DRC Recommendations with routed aluminum panels with white acrylic backing and panel to be painted toasty brown to match other monuments.
  - Monument sign to be externally illuminated as submitted.
  - No logos or logotypes to be on monument panels.
  - Consider sign panels to be placed in slots one (1) and two (2) with additional future tenant names placed in slots three (3) and four (4).
  - Monument sign to have a formal landscape bed with a permanently concealed irrigation system.
- No other exterior signage is approved other than specifically submitted and approved within this written or prior approval. All exterior signage must be submitted for review and written Committee approval prior to fabrication and installation.

The motion passed unanimously.

- J. Consideration and Action to proceed with legal action, regarding the failure to comply with the Covenants and Standards for outstanding violations on the property.

1155 Lake Woodlands Drive LLC / Macaroni Grill

1155 Lake Woodlands Drive

Lot 1602 Block 0599 Section 0999 Village of Town Center

This item was heard by the full committee. The Committee reviewed presentation from the staff. The Committee deliberated regarding the improvements, applicable standards, impact to adjacent properties and potential solutions. It was then moved by Bob Adams and seconded by John Anderson to approve the pursuit of legal action and authorize our attorneys and staff to notify the owner of the Committee's action, what is required to cure the violations and establish a reasonable timeframe for resolution to resolve in the form of a memorandum of understanding drafted and reviewed by legal counsel regarding the outstanding matters and overall repairs required. Correspondence will include that failure to correct these violations will result in a lawsuit filed and a court hearing scheduled. Furthermore, we recommend the Township Board authorize funding of legal action, as necessary, to correct these violations of the Woodlands Covenants and Commercial Planning and Design Standards, if the initial correspondence by the Strong Firm and the staff does not resolve these violations prior to filing the lawsuit.

- K. Consideration and Action to proceed with legal action, regarding the failure to comply with the Covenants and Standards for outstanding violations on the property.

Wal Mart Stores East Inc./Walmart

10001 Woodlands Parkway

Lot 0100 Block 0078 Section 0000 Village of Sterling Ridge

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Bob Adams and seconded by John Anderson to table the item as the staff has seen progress and resolution on enforcement items. Will table and allow time for completion.

**VI. Consideration and Action of the Residential Applications and Covenant Violations.**

1. Request for a rehearing regarding the previously acted upon appeal of the Residential Design Review Committee's condition of approval requiring the owner to relocate the privacy fence to the original location of the former structure.

Unirealy Management LTD

10503 E Wildwind Circle

Lot 09, Block 09, Section 12 Village of Grogan's Mill

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner addressed the Committee. It was moved by Arthur Bredehoft and seconded by John Anderson to approve the request for a rehearing and require the owner route the neighbor communication forms identifying

the item will be reheard at the Development Standards Committee meeting of December 1, 2020.

2. Consideration and action regarding new home construction

Jortney, LLC

40 Autumn Crescent Drive

Lot 10, Block 04, Section 09 Village of Cochran's Crossing

This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to conditionally approve the privacy fence as follows:

- Owner must update the landscaping plan to show number of trees proposed for installation as the reforestation for the 6 trees that were approved to be removed during demolition. Owner must submit revised landscaping plan including size, type and location prior to the issuance of the permit.
- Once modified, the owner must adhere to the proposed Landscape Plan upon completion of construction and plantings must be kept and maintained. Staff to review final installation for determination of sufficient reforestation.
- Owner must adhere to the proposed Living area provided in this plan. If the owner intends to add additional living space a revised set of plans must be submitted for review and may require review by the Development Standards Committee or their designee.
- Owner must adhere to the construction timeline in accordance with the Standards. Request for additional time must be reviewed for approval.
- The owner must ensure placement of the improvements does not halt or materially impede drainage as defined in the Residential Development Standards.
- Owner must provide drainage plan in accordance with The Residential Development Standards and be submitted to the plan review committee and their designee prior to the issuance of the permit.
- All improvements must meet code and pass final inspection.
- Must comply with all Residential Development Standards defined for New Home Construction. Including but not limited to:
  - Hours of Operation for Construction
  - Access and Safety
  - Fencing
  - Contractor Vehicles
  - Lot maintenance kept in good order and repair
  - Adherence to drainage plan, installation, inspection and certificate of completion installation and inspection.
  - Dumpster or other waste containers stored on site
  - Portable Restroom Facilities.
  - Completion of work
  - Reference the currently adopted Standard for compliance during new home construction.

The motion passed unanimously.

3. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Bernard Kann, Jr.

80 Laughing Brook Court

Lot 80, Block 02, Section 38 Village of Grogan's Mill

This item was resolved prior to the meeting.

4. Variance request for a proposed fence that will exceed maximum height allowed and of different style than allowed by the Development Criteria for Section 9, Sterling Ridge.

Jonathan Santana

67 Barley Hall St

Lot 10, Block 03, Section 09 Village of Sterling Ridge

This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve the proposed fence as submitted. The motion passed unanimously.

5. Variance request for patio cover with summer kitchen, outdoor bath and storage area that do not respect the 25 foot rear building setback.  
Todd Cantrall  
63 North Curly Willow Circle  
Lot 13, Block 02, Section 15 Village of Creekside Park West  
This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner addressed the Committee. It was moved by Arthur Bredehoft and seconded by Walter Lisiewsk to conditionally approve the patio cover and related improvements. The homeowner must plant and maintain evergreen trees/shrubs at least 7 feet at the time of planting to screen the structure from the adjacent property to the right on the same grade as the patio cover. Additionally, the homeowner must plant and maintain evergreen trees at least 7 feet tall on the lower grade between the retaining wall and the fence. Staff will review upon completion to determine if screening is sufficient. The improvements must meet code and pass inspections. All conditions must be met within 150 days of approval. The homeowner must submit a drainage or gutter plan for water flow off the structure. Additionally, the owner must ensure that the placement of the improvement does not halt or materially impede drainage flowing off of a neighboring tract and does not redirect the flow or significantly increase the amount of water flowing onto a neighboring tract. Enforcement of this requirement is by the affected property owner(s). The motion passed unanimously.
  
6. Variance request for proposed home addition that exceeds the maximum living area allowed per the Development Criteria.  
Enrique Mercado (Delkor LLC)  
103 East Jagged Ridge Circle  
Lot 32, Block 05, Section 14 Village of Creekside Park  
This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to conditionally approve the proposed home addition. It is not to exceed 2775 square feet, must meet code and pass inspections. All conditions must be met within 150 days of approval. The motion passed unanimously.
  
7. Variance request Existing Wood Deck that does not respect 10 foot rear yard easement. Additional and Appeal of the RDRC conditions on the dog house to comply with Standards.  
Ching Kwei Kang  
58 Hidden Meadow Drive  
Lot 06 Block 02 Section 41 Village of Alden Bridge  
This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve the deck as submitted. It was further moved to disapprove the dog house and consent to delay enforcement on the condition that the pool safety barrier is not compromised by the location of the dog house. based upon the execution of a memorandum of agreement, requiring the owner to remove the dog house from the property, when the owner no longer owns the home, transfers title or when the current tenant's lease is expired in 3 years, or when the dog house is in disrepair and needs replacement whichever comes first. The memorandum will be recorded with the court house and binding on the land. In addition, a third party inspector report must be submitted by December 21, 2020 verifying that the pool barrier has not been compromised. Approval by this committee does not constitute approval by the additional entities. It is the owner's responsibility to obtain approval by those entities. The improvement may be subject to removal if determined necessary by easement holders. The motion passed unanimously.
  
8. Request for approval for a home business – online beauty products  
Christopher & Franchesca Jones  
11 Quince Tree Place  
Lot 96 Block 02, Section 04 Village of Harper's Landing at College Park  
This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve the home business as presented on the condition the home business remains in compliance with the Standards. The permit is approved for 2 years and the owner must reapply for a Home



Business renewal no later than November 2022. The motion passed unanimously.

9. Request for approval for a Short term rental business  
Iris Maria Arteaga Guzman/Jose German Ochoa Amador  
6 West Lasting Spring Circle  
Lot 37, Block 01, Section 08 Village of Creekside  
This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve the short term rental on the condition that the owner must sign the Short Term Rental Maintenance and User Agreement, pay a compliance deposit and submit an insurance certificate. The owner must also comply with all of 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. The owner must reapply by November 2021. The motion passed unanimously.
  
10. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.  
John T DeSpain  
142 South Arrow Canyon Circle  
Lot 19, Block 1, Section 3 Village of Creekside Park  
This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions; what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by removing and storing trailer and trash/recycle carts out of public view) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.
  
11. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.  
Brent Doucette  
7 Silk Tree Place  
Lot 34, Block 2, Section 81 Village of Alden Bridge  
This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions; what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by mowing, weeding and edging the yard and continually maintaining the yard in good repair which includes mowing, weeding, edging and defining the beds in front and back yards and removing dead vegetation) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.
  
12. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.  
Raymundo & Maria D Celia Guterrez  
117 East Montfair Boulevard; 77382-2094  
Lot 35, Block 1, Section 75 Village of Sterling Ridge  
This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions; what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct

these violations (by mowing, weeding and edging the yard and continually maintaining the yard in good repair which includes mowing, weeding, edging and defining the beds in front and back yards and removing dead vegetation) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

13. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Harper Real Estate Investors Inc  
58 Lightwood Trace

Lot 20, Block 3 Section 20 Village of Alden Bridge

This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions; what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by applying for the pool barrier fence) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

14. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Hasan & Sadet M Kayar  
50 Wyatt Oaks Drive

Lot 68, Block 2, Section 22 Village of Creekside Park West

This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions; what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by submitting an application for fence color) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

15. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Brett & Alexandra Leslie  
119 South Beech Springs Circle  
Lot 9, Block 3, Section 10 Village of Creekside Park  
This item was resolved prior to the meeting.

16. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Cesar A Lopez  
19 Inland Prairie Drive  
Lot 53, Block 1, Section 9 Village of Creekside Park West

This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions; what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct



these violations (by removing and storing the trash and recycle carts out of public view) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

17. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Lucia Marcellini

199 Pinto Point Drive; 77389-4883

Lot 2, Block 2, Section 12 Village of Creekside Park

This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions; what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by removing dead vegetation) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

18. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Samuel P McBirney

23 Rosewater Place

Lot 4, Block 2, Section 9 Village of Indian Springs (TWA)

This item was resolved prior to the meeting.

19. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Walter & Carol Pierce Revocable Trust

15 Filigree Pines Place

Lot 40, Block 1, Section 7 Village of Sterling Ridge

This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions; what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by complying with the Development Standards Committee disapproval of home business and cease operation of home business and by removing trailer from public view) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

20. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Michael & Susan Postus

127 South Rocky Point Circle

Lot 11, Block 2, Section 5 Village of Creekside Park

This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions; what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by removing and storing the trash and recycle carts out of public view) will result in a lawsuit filed &

court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

21. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Fernando J Ramirez & Monica P S Gonzalez

30 Davis Cottage Court

Lot 85, Block 2, Section 3 Village of Harper's Landing at College Park

This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions; what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by submitting an application for roof) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

22. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Francisco E Sanchez

40 Sunrise Crest Trail

Lot 5, Block 2, Section 37 Village of Creekside Park West

This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions; what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by removing and storing the trash and recycle carts out of public view) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

23. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Nahua Zhang

68 Melon Summer Drive; 77354-4162

Lot 25, Block 4, Section 89 Village of Sterling Ridge

This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions; what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by continuing to park entirely on concrete or other approved hard-surface material and by mowing, weeding and edging the yard and continually maintaining the yard in good repair which includes mowing, weeding, edging and defining the beds in front and back yards and removing dead vegetation and by storing trash and recycle carts out of public view) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

24. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Santiago & Irma Tugano  
239 North Wimberly Way

Lot 7, Block 2, Section 3 Village of Harper's Landing at College Park

This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions; what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by submitting an application and obtaining approval for tree removal) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

25. Variance request for proposed patio cover with summer kitchen that does not respect the 20 foot rear setback and the existing trellis exceeds the maximum height allowed

George Toma  
115 West Valera Ridge Place

Lot 08, Block 01, Section 31 Village of Creekside Park

This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to conditionally approve the patio cover and summer kitchen. The homeowner must plant and maintain evergreen trees at least 7 feet tall at the time of planting to screen the structure from the adjacent property to the right. Staff will review upon completion to determine if screening is sufficient. The improvements must meet code and pass inspections. All conditions must be met within 150 days of approval. The homeowner must also submit a drainage and or gutter plan for water flow off the structure. Additionally, the owner must ensure that the placement of the improvement does not halt or materially impede drainage flowing off of a neighboring tract and does not redirect the flow or significantly increase the amount of water flowing onto a neighboring tract. Enforcement of this requirement is by the affected property owner(s). It was further moved to conditionally approve the existing trellis. The homeowner must plant and maintain screening with evergreen vegetation. Approval by this committee does not constitute approval by the additional entities. It is the owner's responsibility to obtain approval by those entities. The improvement may be subject to removal if determined necessary by easement holders. The motion passed unanimously.

26. Consideration and action in regard to a dog run that was previously acted on and approved by the Development Standards Committee.

Colby & Jessica Swinea  
11 Alamito Canyon Place

Lot 37, Block 3, Section 89 Village of Sterling Ridge

This item was heard by the full Committee. The staff provided the Committee with a presentation. It was moved by Walter Lisiewski and seconded by Arthur Bredehoft to take no further action unless there are neighbor complaints in the future and if there are the committee will review the complaints. The Committee suggested screening but did not require it. The motion passed unanimously.

27. Variance request for proposed patio cover with fireplace and summer kitchen that does not respect the 20 foot rear setback

Nicholas Adam  
42 Woodborough Way

Lot 04, Block 04, Section 34 Village of Creekside Park

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner's representative addressed the Committee. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to conditionally approve the proposed patio cover. The encroachment must be reduced to only five feet and the

homeowner must submit revised plans, a new survey and a drainage and gutter plan for water flow off the structure . The homeowner must also plant and maintain evergreen trees at least 7 feet tall at the time of planting to screen the structure from the adjacent property to the right. Staff will review upon completion to determine if screening is sufficient. The improvements must meet code and pass inspections. All conditions must be met within 150 days of approval. Additionally, The owner must ensure that the placement of the improvement does not halt or materially impede drainage flowing off of a neighboring tract and does not redirect the flow or significantly increase the amount of water flowing onto a neighboring tract. Enforcement of this requirement is by the affected property owner(s). The motion passed unanimously.

28. Appeal of Residential Design Review Committee's conditions of approval for proposed tree removals.

Roland Illerhaus

2 Classic Oaks Place

Lot 33 Block 01 Section 07 Village of Alden Bridge

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner addressed the Committee. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to disapprove the appeal. The Committee recommend that the roots be pruned, and a root barrier installed prior to driveway installation. Additionally, it is highly recommended that the driveway be reinforced with rebar. The motion passed unanimously.

29. Appeal request of a Residential Design Review Committee disapproval for an existing house color that is not in keeping with the character of the neighborhood.

Steven C Kosmach

87 South Longsford Circle

Lot 07 Block 02, Section 12 Village of Sterling Ridge

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner addressed the Committee. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to conditionally approve the color change. The owner must work with staff to submit colors that are toned down and more neutral. The garage door is approved as submitted. The motion passed unanimously.

30. Variance request for an existing storage shed exceeds the maximum floor area of 120 sq. ft. permitted for any detached building and was built with a corrugated roof, which is an unacceptable roofing material.

Mark Andrew Davies

2 Courtland Green Street

Lot 01 Block 03 Section 55 Village of Alden Bridge

This item was reviewed under the residential summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Mary Funderburg to disapprove the shed and consent to delay enforcement, based upon the execution of a memorandum of agreement, requiring the owner to remove the shed from the property, when the owner no longer owns the home, transfers title or when the owner is no longer the primary resident, or when the shed is in disrepair and needs replacement whichever comes first. The memorandum will be recorded with the courthouse and binding on the land. Approval by this committee does not constitute approval by the additional entities. It is the owner's responsibility to obtain approval by those entities. The improvement may be subject to removal if determined necessary by easement holders. Additionally, the owner must plant tall evergreen tree/shrubs to screen to the front street. The motion passed unanimously.

**VII.** Consideration and action concerning Image Pools and contractor compliance deposit fees.

This item was heard by the full committee. The staff provided the committee with details of repeated projects not built as approved and not inspected as required by Image Pools. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to approve the increased \$5000 deposit for Image Pools due to repeated violations in the past several years. The motion carried unanimously.

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

Walter Lisiewski suggested 30 day notices for pandemic-related signs and Kim McKenna said notices would be sent to all commercial properties. Bob Adams asked when a formal pandemic sign procedure would be accepted, and Kim McKenna replied that it would be reviewed by the DRC/Commerical Committee meeting. Arthur Bredehoft mentioned that the Alden Bridge Village Center needs to clean up their signs. Walter Lisiewski requested clarification on the "For Lease" sign policy.

**IX. Member Comments**

Arthur Bredehoft thanked the staff for all they do and other members concurred. Mary Funderburg said not everyone appreciates all the work that goes into the DSC meetings.

**X. Staff Reports**

There were no staff reports.

**XI. Adjourn**

Chair Walter Lisiewski asked for a motion to adjourn. Arthur Bredehoft made the motion and John Anderson seconded. The meeting was adjourned at 7:39 p.m.