

NOTICE OF PUBLIC MEETING

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

**Development Standards Committee
January 6th, 2021 at 5:00 p.m.
The Woodlands Township**

Notice is hereby given that the Development Standards Committee will hold a Regular Meeting on Wednesday, January 6th, 2021, 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.thewoodlandstowship-tx.gov/778/Meeting-Videos> Once selected go to "Watch Virtual Public Meetings"

To call in to the January 6th, 2021 Development Standards Committee meeting to provide public comment or speak on a specific item, 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 or (253) 215-8782 or (669) 900-6833 or (312) 626-6799 or (301) 715-8592 or (888) 788-0099 (Toll Free)

Once you have connected, you will need to enter **Webinar ID: XXX-XXXX-XXXX**, then enter the pound sign "#" on your telephone keypad.

I. Welcome/Call Meeting to Order.

Committee Member Arthur Bredehoft called the meeting to order at 5:01 pm. Arthur Bredehoft 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 Arthur Bredehoft, Robert Heinemann, John Anderson, John A. Brown, Mary Funderburg, Bob Adams and David Smith 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).

There were no public comments.

III. Consideration and Action to appoint a Chairman and Vice Chairman of the Development Standards Committee for the 2021 term.

It was moved by John Anderson and seconded by John A. Brown to nominate and appoint Arthur Bredehoft as Chairman of the Development Standards Committee. The motion carried unanimously.

It was then moved by Arthur Bredehoft and seconded by Bob Adams to nominate and appoint Robert Heinemann as Vice Chairman of the Development Standards Committee. The motion carried unanimously.

IV. Consideration and action regarding the minutes of the meeting of December 6, 2020.

The minutes of the meeting of December 6th, 2020 were presented to the committee. It was moved by Bob Adams and seconded by Mary Funderburg to approve the minutes as presented. The motion carried unanimously.

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

These items were reviewed by The Committee. The lists consisted of Commercial Items A – F and Residential Items 1, 10, 11, 12, 13, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 6, 9, 18

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

It was then moved by John Anthony Brown and seconded by David Smith to approve the Residential Summary List in Section VII as presented by staff recommendation. The motion carried unanimously.

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

The Committee convened in executive session at 5:19 p.m. in accordance with section 551.071 of the Texas Government Code to consult with legal counsel.

VII. Reconvene in Public Session.

The Committee reconvened in public session at 5:51 p.m.

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

A. Consideration and action for the proposed storefront modifications and construction staging area.

Woodlands Anchor Acquisition LP / Salata Salad Kitchen
1555 Lake Woodlands Drive, Suite 430

Lot 0284 Block 0599 Section 0099 Village of Town Center

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Robert Heinemann and seconded by Bob Adams to approve on the following conditions:

- Construction fence and screening shall be installed around the front of the store to include any required dumpsters or storage units, portable toilet, or project trailer, etc.
- Jobsite is to be maintained in good order and repair.
- Consider the “Vintage Wood Ash” material to be moved from side columns to main message area with the columns finished in SW Snowbound EIFS.
- The existing main entry doors may be refinished to match the storefront framing and adjacent entry door to the left. All finishes must be maintained in a “like-new” condition.
- All finish materials are to be applied according to all manufacturer’s recommended guidelines.
- Wall sconce light fixture to be mounted on both sides of storefront. Light fixture to be LED illuminated a color temperature of 3000K.
- Signage is not approved at this time.
- No other exterior modifications are approved other than specifically submitted and approved within this written approval. All exterior modifications must be submitted for review and written approval by the jurisdictional entities having authority prior to fabrication and installation.

The motion carried unanimously.

B. Consideration and action for the proposed monument signs.

MAC Acquisitions LLC / Romano’s Macaroni Grill
1155 Lake Woodlands Drive

Lot 1601 Block 0599 Section 0999 Village of Town Center

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Robert Heinemann and seconded by Bob Adams to approve on the following conditions:

- A formal planting area must be installed, irrigated, and maintained around each monument sign.
- Must comply with Commercial Planning and Design Standards.

The motion carried unanimously.

C. Variance request for a building sign that exceeds the maximum height allowed.

Davis Holdings LP / Uli’s Kitchen

8021 Research Forest Drive, Suite A
Lot 0920 Block 0257 Section 0047 Village of Alden Bridge

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Robert Heinemann and seconded by Bob Adams to withdraw from consideration. The motion carried unanimously.

- D. Variance request for two existing monument signs which exceed the maximum number of monument signs allowed, are not perpendicular to the street and include address placement that is not centered or located in the upper corner closest to the street.

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 Robert Heinemann and seconded by Bob Adams to approve on the following conditions:

- Owner is to irrigate and maintain landscape beds in accordance with the Commercial Planning and Design Standards.
- Lighting color temperature must be compatible with lighting for primary monument sign and smaller directional scale sign and is recommended at 3500-4000K.
- No other signs are approved at this time, including but not limited to interior directional signs. All future sign modifications require the review and approval of the plan review committee prior to fabrication and installation.

The motion carried unanimously.

- E. Variance request for a sign package that includes a monument sign that does not display the street address numbers and a logo that exceeds the maximum size allowed.

Bank of America NA
6607 Woodlands Parkway
Lot 0504 Block 0592 Section 0060 Village of Indian Springs

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Robert Heinemann and seconded by Bob Adams to approve on the following conditions:

- Building Sign returns and trim are to match the letter face or be black/dark bronze per The Woodlands Standards.
- Curb painting "Bank Customers Only" is to be Charcoal gray background paint (Pantone 424C) the height of the curb and 7'-0" in length with 4" tall white Helvetica font lettering centered in the message area.
- Repair the façade to a like-new condition after lane indicator sign removal but prior to new sign installation.
- Town Center BoA did not require additional "Do Not Enter" at drive-thru exit. Red post-mounted "Do Not Enter" sign is disapproved and is to be removed.
- Street address numbers to be added to sign N-013 on Woodlands Parkway only. Numbers are to be added to the top corner closest to the street in a matching blue color with a height of no more than 4".
- Clean and repair any damage to the monument sign, restoring to a like-new condition. A formal landscape bed with a permanent irrigation system concealed from public view is required.
- No other exterior signage is approved other than what has been approved within this written approval or previously approved. All exterior signage must be submitted for review and written Committee approval prior to fabrication and installation.
- Must comply with Commercial Planning and Design Standards.

The motion carried unanimously.

- F. Variance request for existing door vinyl graphics that exceed the maximum number allowed, do not contain a trademark, and are located on the exterior surface of the glass.

The Woodlands United Methodist Church / The Loft

9201 Grogan's Mill Road

Lot 0650 Block 0599 Section 0999 Village of Research Forest

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Robert Heinemann and seconded by Bob Adams to approve on the following conditions:

- Allow the installation on the exterior surface of the glass due to the tinted glass.
- A variance is approved for window graphics to be installed on both doors when a pair of entry/exit doors are present.
- TWUMC shall obtain USPTO registration for each of the ministry names and associated logos as displayed within one (1) year of this conditional approval or the logos will require removal.
- No other signs are approved at this time. All future sign modifications require the review and approval of the plan review committee prior to fabrication and installation.

The motion carried unanimously.

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

1. Consideration and action regarding demolition of a dwelling and a pool.

Lisa D. Katz-Johnson and Johnathon C. Johnson

38 West Bracebridge Circle

Lot 12, Block 3, Section 21 Village of Indian Springs

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Robert Heinemann and seconded by Bob Adams to conditionally approve demolition of the dwelling and pool as follows:

- Staff to confirm **erosion fencing, perimeter fencing and tree protection fencing** prior to permit issuance.
- Tree removal – only trees less than 6" diameter approved for removal #1, #4 - #6. All other trees will be protected by tree protection fences.
- Demolition to be complete within 10 days from commencement.
- Access complies with Standards and submitted site plan.
- Owner will ensure routine maintenance on site for trash and debris removal and site cleanup.
- Hours of Operation – Monday – Friday 7am to 7pm/ Weekends and Holidays 8 am to 7 pm.
- Post demolition the owner shall ensure maintenance (mowing, edging, weeding and bed definition) of the property in good order. Additionally, owner to ensure lot drainage per the Standards and Texas Water Code. Comply with the Residential Development Standards.

The motion carried unanimously.

2. Request to appeal the approved power generator at 151 North Berryline Circle by the affected neighbors, The Clark's, at 147 N Berryline Circle.

Michael Bettencourt

151 North Berryline Circle

Lot 24, Block 01, Section 36 Village of Panther Creek

This item was heard by the full Committee. The Committee reviewed the presentation from the staff. The committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. It was then moved by Arthur Bredehoft and seconded by David Smith to re affirm the original action of approval. The motion carried unanimously.

3. Variance request for a proposed new addition that does not meet the minimum living area allowed for the lot.

Deborah Richter

7 Pastoral Pond Circle

Lots 07 & 08, Block 04, Section 60 Village of Grogan's Mill

This item was heard by the full Committee. The Committee reviewed the presentation from the staff. The committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. It was then moved by Arthur Bredehoft and seconded by David Smith to approve on the following conditions:

- Owner must provide a marked survey noting any trees proposed for removal for the driveway access and modify the landscaping and replants accordingly.
- Must maintain the landscaping at the front of the home, on each side of the driveway. Owner must plant and maintain 3- 30-gallon native trees anywhere on the lot for the purposes of reforestation. Staff to review final plantings after improvement is installed to determine if sufficient screening is installed to soften and screen the view to the street.
- Owner must ensure placement of the improvements does not halt or materially impede drainage as defined in the Residential Development Standards.
- The owner must adhere to the Standards regarding:
 - Hours of Operation for Construction
 - Access and Safety
 - Fencing (tree protection and temporary security barrier)
 - Lot maintenance kept in good order and repair
 - Dumpster or other waste containers stored on site
 - Portable Restroom Facilities.
 - Completion of work
 - All improvements must meet code and pass final inspection.
 - Modify existing fence to help soften and screen
 - Pool barrier
 - Suggestion of motorized wood fence

The motion carried unanimously.

4. Variance request for a proposed garage door that was not considered to be consistent with the neighborhood character and not considered to be architecturally compatible with the home, when it was acted on by the Residential Design Review Committee.

Brian Daly

6 Hampton Place

Lot 21, Block 01, Section 45 Village of Panther Creek

This item was heard by the full Committee. The Committee reviewed the presentation from the staff. The committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. It was then moved by John Anthony Brown and seconded by Mary Funderburg to approve on condition the glass is frosted. The motion carried unanimously.

5. Variance request for an existing color change that was not considered to be compatible with the existing character of the home was determined to have too much color contrast between the trim and siding colors and was not considered to be compatible with other homes in the area, when it was acted upon by the Residential Design Review Committee.

William Manuel and Michelle Manuel

5 Cokeberry Court

Lot 02, Block 01, Section 22 Village of Grogan's Mill

This item was heard by the full Committee. The Committee reviewed the presentation from the staff. The committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve on the following conditions:

- Adding landscaping on the side to soften the side. Landscape bed with some mixed evergreen. Suggestion for shrubbery. To break some of the darker contrast
- Roof condition to replace to a more suitable color for shingles when it comes time to replace shingles.

The motion carried unanimously.

6. Variance request for a proposed new home rebuild that would exceed the maximum living area, exceed the maximum hard surface area allowed and would encroach into the 30-foot front setback for the lot and was submitted without the required sealed landscape plan.
Cheryl Tullis
29 Autumnwood Way
Lot 34, Block 02, Section 31 Village of Grogan's Mill
This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to TABLE. The motion carried unanimously.
7. Variance request for a patio cover and incorporated art niche wall that will encroach the 40-foot rear building setback and 30-foot golf interface zone.
Hubert Vaz Nayak
26 Palmer Crest
Lot 08, Block 03, Section 55 Village of Cochran's Crossing
This item was heard by the full Committee. The Committee reviewed the presentation from the staff. The committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. It was then moved by Arthur Bredehoft and seconded by Mary Funderburg to approve on the following conditions:
- Improvements must meet code and pass final inspection.
 - Owner must ensure placement of the improvements does not halt or materially impede drainage as defined in the Residential Development Standards.
 - Owner must maintain the existing vegetation to the side of the patio cover to soften the view.
- The motion carried unanimously.
8. Variance request for trees requested for removal.
Hubert Vaz Nayak
26 Palmer Crest
Lot 08, Block 03, Section 55 Village of Cochran's Crossing
This item was heard by the full Committee. The Committee reviewed the presentation from the staff. The committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. It was then moved by Arthur Bredehoft and seconded by Mary Funderburg to approve trees marked as 1 and 2 and disprove trees 3, 4 and 5. The owner must plant and maintain 2 red oaks for the purposes of reforestation as defined in the standards. The motion carried unanimously.
9. Variance request for an existing pergola with a corrugate plastic roof.
Arne Gibbs
10 Cokeberry Court
Lot 14, Block 02, Section 22 Village of Grogan's Mill
This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to table. The motion carried unanimously.
10. Variance request to appeal the decision of the Cochran's Crossing Residential Design Review Committee to table action regarding the removal of trees on the lot.
Joseph Hamper
46 S Stony Bridge Circle
Lot 18, Block 03, Section 10 Village of Cochran's Crossing
This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve on the condition the owner plant and maintain two 15-gallon native trees anywhere on the lot for the purposes of reforestation. The motion carried unanimously.

11. Consideration and action for a time extension in order to allow the owner to hire an architect to calculate the overall square footage of the home and the addition.
Bradley Finger
9 Greenridge Forest Court
Lot 30, Block 03, Section 14 Village of Panther Creek
This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to Allow extension in order for owner to obtain calculations by an architect. Extension granted for 6 months. The motion carried unanimously.
12. Variance request for a proposed patio cover with summer kitchen and fireplace that encroaches the rear 40-foot rear setback.
Benjamin Hansen
31 Harbor Cove Drive
Lot 21, Block 03, Section 24 Village of Panther Creek
This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve on the condition the improvement meets code and passes final inspection. The motion carried unanimously.
13. Variance request for proposed patio cover that encroaches into the 20-foot rear building setback.
George & Shelia Stokes
91 Golden Shadow Circle
Lot 101, Block 04, Section 04 Village of Cochran's Crossing
This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve on the following conditions:
- Improvement must meet code and pass final inspections.
 - Owner must plant and maintain a minimum of 4-15 gallon native trees and a mix of shrubs to soften and screen the view of the patio cover to the adjacent property.
 - 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.
14. Variance request for a proposed pool with decking that would encroach into the 10-foot rear easement.
Fred Mc Omer III
34 Quick Stream Place
Lot 10, Block 28, Section 01 Village of Indian Springs
This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve on the following conditions:
- All improvements must meet code and pass final inspection.
 - Owner must obtain access agreement prior to access prior to performing any work and before issuance of the permit.
 - Pool must include a permitted secure pool barrier.
 - Owner must plant and maintain 2-30 gallon and 4- 15-gallon native trees anywhere on the lot for the purposes of reforestation.
 - Owner must ensure placement of the improvement does not halt or materially impede drainage as defined in the Residential Development Standards.
 - Approval by this committee does not constitute approval by the additional easement holders. It is the owner's responsibility to obtain those approvals and may be subject to removal for access needed.
- The motion carried unanimously.

15. Variance request for an existing attic conversion submitted without the required sealed plans and exceeds the maximum living area allowed.
Eric and Katie Midden
2 Coldsprings Court
Lot 12, Block 03, Section 60 Village of Grogan's Mill
This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve on the following conditions:
- The improvement must be inspected to meet code and pass a final inspection.
- The motion carried unanimously.
16. Variance request for an existing attached patio cover submitted without sealed plans.
Vicki Niezgoda
51 Thorn Berry Place
Lot 02, Block 01, Section 04 Village of Indian Springs
This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve on the condition the improvement meets code and passes final inspection. The motion carried unanimously.
17. Variance request to appeal the conditions of approval for a generator to encroach more than three feet into the rear ten-foot easement.
Geoffrey Pokorny
142 Golden Shadow Circle
Lot 57, Block 05, Section 04 Village of Cochran's Crossing
This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve on the following conditions:
- Power generator is for temporary use only.
 - Power generator may be used as needed during power outages or lack of power due to natural disasters
 - Timing of self-testing cycles of power generator must be set to occur during daytime hours so as to not adversely impact neighboring properties.
 - If required, additional remedies to reduce noise levels to acceptable levels will be determined as needed or if an objection is noted from an adjacent property owner.
 - Must not impede drainage.
 - Must meet code and pass final inspection.
- The motion carried unanimously.
18. Variance request for the existing rear fence that exceeds the maximum height allowed and was built with the construction side facing outward from the lot.
Thomas Coale
108 N Deerfoot Circle
Lot 30, Block 01, Section 28 Village of Grogan's Mill
This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to table the item. The motion carried unanimously.
19. Variance request for an existing driveway widening that is located in the five-foot side easement.
Larry F O'Byrne
75 Mill Point Place
Lot 10, Block 01, Section 67 Village of Grogan's Mill
This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve as presented.

not to impede drainage....and approval by this committee does not constitute approval by the additional easement holders or the entity. The motion carried unanimously.

20. Variance request for the proposed driveway widening would cause the driveway to exceed the maximum width allowed.

Eric Maier

2 Hornbill Court

Lot 06, Block 01, Section 24 Village of Grogan's Mill

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve as presented. Tree and vegetation to the side of the widening must remain to soften the view. The motion carried unanimously.

21. Consideration and action of a home business renewal.

Dale Weibe

12 Blue Fox Court

Lot 3a, Block 01, Section 29 Village of Grogan's Mill

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve on the following conditions:

- Approval is for two years. Owner must submit renewal application by January 2023.
- Home Business is subject to revocation by the committee at any time or if a violation of these Standards occurs.
- Address must not be published in a public medium.

The motion carried unanimously.

22. Consideration and action of a home business renewal.

John and Diane Hennigan

3 Crinkleroot Court

Lot 15, Block 01, Section 19 Village of Grogan's Mill

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve on the following conditions:

- Approval is for two years. Owner must submit renewal application by January 2023.
- Home Business is subject to revocation by the committee at any time or if a violation of these Standards occurs.
- All parking in conjunction with the Business must be in the driveway. No parking on the street may occur in conjunction with the business.
- Address must not be published in a public medium.

The motion carried unanimously.

23. Consideration and action of a home business renewal.

Mary Scaggs

11430 Slash Pine Place

Lot 12, Block 01, Section 33 Village of Grogan's Mill

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve on the following conditions:

- Approval is for two years. Owner must submit renewal application by January 2023.
- Home Business is subject to revocation by the committee at any time or if a violation of these Standards occurs.
- Address must not be published in a public medium.

The motion carried unanimously.

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

Edwin Vega

9 Willowbend Court

Lot 0026, Block 0001, Section 0018 Village of Grogan's Mill

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown 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 to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Elia Guadalupe Domenzain Martinez

29 East Wandering Oak Drive

Lot 13, Block 08, Section 05 Village of Panther Creek

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown 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. 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. The motion carried unanimously.

X. Consideration and action regarding the Residential and Commercial Standards or promulgated rules for interim actions during the Coronavirus (COVID-19) Pandemic.

This item was heard by the full Committee. The Committee deliberated regarding promulgated rules for interim actions during the Coronavirus (COVID-19) Pandemic. It was then moved by Arthur Bredehoft to rehear the item at a future meeting.

XI. Consideration and action regarding the adoption of the Development Standards Committee meetings for 2021.

This item was heard by the full Committee. The Committee deliberated regarding the facilitation of future meetings. It was then moved by John Anthony Brown and seconded by John Anderson to adopt the current schedule as presented and continue with zoom meetings for the foreseeable future.

XII. Member Comments

The Committee welcomed the new members of the committee and thanked the staff.

XIII. Staff Reports

Staff welcomed the new committee members.

XIV. Adjourn

It was then moved by John Anderson and seconded by John Anthony Brown to adjourn the meeting at 7:50pm.

***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 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.
- 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. If you are calling for a specific agenda item, we will request what item you are present for; and return you to the call queue until your item is ready to be presented.
- 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>. Once selected go to “Watch Virtual Public Meetings”
- When your item is being presented, please select *9 to indicate you are present for that matter and wish to speak.
- If your call is engaged and you are muted and wish to speak, *6 will unmute your call.

To call in to the January 6th, 2021, 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:

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- (888) 788-0099 (Toll Free)

Once you have connected, you will need to enter Webinar ID: 838 1986 9097, 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 January 6th, 2021, videoconference Development Standards Committee Meeting, members of the public may provide public comment by calling the numbers shown above and using the Webinar ID #. Calls will be in the order the calls are received and should call in during the “public comment” in order to identify matter for which we have someone present. These phone number are active only for the January 6th, 2021, Development Standards Committee meeting. New Phone numbers will be issued for each future meeting during the public health pandemic emergency.


Covenant Administration Manager
For The Woodlands Township

