

NOTICE OF PUBLIC MEETING

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

**Development Standards Committee
February 3rd, 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, February 3rd, 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 February 3rd, 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: 881 4683 4781**, then enter the pound sign "#" on your telephone keypad.

Members Present: Arthur Bredehoft, Robert Heinemann, John A. Brown, John Anderson, Bob Adams, Mary Funderburg and David Smith

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

I. Welcome/Call Meeting to Order.

Chairman 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, Bob Adams, Mary Funderburg 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 regarding the minutes of the meeting of January 6th, 2021.

The minutes of the meeting of January 6th, 2020 were presented to the committee. It was moved by David Smith and seconded by John Anthony Brown to approve 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.

These items were reviewed by The Committee. The lists consisted of Commercial Items B, C, D, E, F, G and Residential Items 9, 16, 17, 19, 20, 21, 3, 22.

It was then moved by Bob Adams and seconded by Robert Heinemann 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 Mary Funderburg and seconded by David Smith to approve the Residential Summary List in Section VII as presented by staff recommendation. The motion carried unanimously.

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

There was no executive session.

VI. Reconvene in Public Session.

There was no executive session.

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

- A. Variance request for eight existing directional signs some of which contain the church and school's name and logo; and includes three signs that exceed the maximum size allowed.

First Baptist Church of The Woodlands

11801 Grogan's Mill Road

Lot 0500 Block 0599 Section 0006 Village of Grogan's Mill

This item was heard by the full Committee. A representative was present to address the Committee. The Committee deliberated regarding the directional signs, applicable standards and overall visual compatibility with the neighborhood. After deliberation, it was moved by Bob Adams and seconded by Arthur Bredehoft to deny the improvements as presented and require owner revise and resubmit with a comprehensive proposal for all directional signs that complies with the Commercial Planning and Design Standards, including, but not limited to the removal of the business name and logo. The Committee has allowed for a 60-day timeframe from date of notice for the owner to provide new proposal due to COVID-19 pandemic. If no application is submitted within the allotted timeframe, it will be considered as violation of the standards and will be pursued as such. A member of the staff will reach out after the allotted timeframe to verify that the conditions set forth by the Committee have been met. The motion carried unanimously.

- B. Variance request for a building sign that includes a logo that exceeds the maximum size allowed and return colors and spacing that do not comply with the criteria.

KM Marcel Crossing II, LLC / Farmers Insurance

8000 McBeth Way, Suite 140

Lot 0850 Block 0499 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 Robert Heinemann to deny as presented and require the owner revise and resubmit on the following conditions:

- Signage to be limited to 70% of the storefront width. Reduce overall sign width to be between eyebrow canopy and right edge of storefront glass centered vertically with adjacent tenant sign.
 - Trims and returns are to be dark bronze per the center criteria.
 - Logo exceeds the limit of 10%. A variance is approved for 17% in color as submitted.
 - Approval is granted for "Buckley Agency" as submitted.
 - A variance is approved for channel letters for "Buckley Agency" to be less than the center criteria minimum for channel letters.
 - Consider revising the layout of the building sign so that "Farmers Insurance" is the top line and "Buckley Agency" is the bottom line.
 - Provide new sign proofs prior to sign fabrication and installation for final review by staff or the DSC designee. Must comply with the Commercial Planning and Design Standards
- The motion carried unanimously.

- C. Variance request for an existing banner that exceeds the maximum amount of time allowed for display after the initial opening of the new business and does not specify that the business is "Now Open."

KM Marcel Crossing II, LLC / Farmers Insurance

8000 McBeth Way, Suite 140

Lot 0850 Block 0499 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 Robert Heinemann to approve on the condition the banner is removed no later than 30 days and the banner continues to remain in good order and repair. The motion carried unanimously.

- D. Consideration and action for a proposed permanent event that includes temporary signage.

2978 Colonnade Group LP

30420 FM 2978

Lot 0110 Block 0458 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 Robert Heinemann to approve on the following conditions:

- The Market is conditionally approved for every 1st, and 3rd Sunday from 8am – 1pm. Setup only may occur as early as 7am. If every Sunday is planned for the market, a new approval shall be obtained.
- The Sunday Market is proposed in the northwest parking lot. The event area shall be properly blocked with some form of traffic barricades of a neutral color.
- Banner sign sized 2' x 4' in black and white "Sterling Ridge Village Association" is conditionally approved to be displayed interior to the event.
- One banner sign per vendor at vendor tent, limited to 2 feet by 6 feet and to include vendor name and web address only is permitted.
- The use of small gas generators for power, loud music, or sounds shall not be permitted.
- Canopies are conditionally approved to be 10' x 10' white pop-up canopies. No manufacturer labels, brand names, advertisements, or graphics are permitted on tents or visible from public view.
- Applicant is conditionally approved for three (3) black and white directional signs limited to 8.5 x11 inches, one located at each main entrance to the parking lot.
- Signs to be displayed the day of the event and promptly removed Sunday at 1pm at the conclusion of the event. This approval does not constitute the approval of any other entities. The owner is responsible to obtain those approvals.

The motion carried unanimously.

- E. Consideration and action for the proposed TPO roofing installation, replacement of two rooftop air conditioning units and staging area in the parking lot for dumpsters and crane.

Alden Heights Place LLC

4840 W. Panther Creek Drive

Lots 0310 Block 0045 Section 0040 Village of Panther Creek

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 Robert Heinemann to approve on the following condition:

- Roofing and rooftop unit installations are done in accordance with the approved plans and manufacturer's specifications.
- All proposed rooftop equipment is to be hidden from public view. The committee reserves the right to have additional screening added at their discretion.
- Perimeter construction staging area is to be fenced off with 6 ft. High temporary chain link fencing with green or black mesh applied to the exterior of the fencing. Equipment, materials, dumpsters, portable restrooms are to be contained within the fencing and the area is to be maintained in good order and repair.
- Owner is to notify the covenant administration staff regarding the start date of project.

- Sound output of rooftop equipment shall not exceed 65 dB at the property line.
- Must comply with Commercial Planning and Design Standards.

The motion carried unanimously.

F. Consideration and action for the proposed final plans for the building expansion.

Sterling Ridge Development I LP

6707 Sterling Ridge Drive

Lot 0500 Block 0499 Section 0046 Village of Sterling Ridge

Lots 0310 Block 0045 Section 0040 Village of Panther Creek

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 Robert Heinemann to approve on the following conditions:

- Proposed building addition of 1,200 SF is conditionally approved, keeping the building under the allowed maximum SF and within the property build line.
- Seven large trees in the formal planting area are being proposed for removal for the addition. The review committee is requiring ten trees to be replanted to offset the seven larger-sized trees being removed and must be placed outside of the Forest Preserve.
- Provide a new planting plan indicating the locations of all supplemental trees. New trees will require permanent irrigation to be installed.
- New sanitary sewer line to connect to existing 6-inch lines. Any vegetation disturbed from connection work to be repaired to like-new.
- Backflow Preventer to be relocated to behind the addition. Any irrigation cage shall be painted "Woodlands Green" if within a landscape or painted to match the building if attached.
- The addition is conditionally approved as shell space for the tenant to finish out at a later time. Any future tenant build-out shall be submitted to the committee for review and approval.
- Any roof-mounted equipment shall be completely screened from public view.
- All exterior finishes are to match existing finishes.
- Site Coverage Plan is the only document indicating any potential civil work to the south and west of the addition. Provide additional civil drawings indicating patio extents and intent. No sidewalks may terminate at the edge of the forest preserve. Forest Preserve may not be modified for pathways.
- Drawings do not indicate intent regarding existing building canopy and any intent to have the items removed and relocated. Exterior canopies must be submitted for review and written approval
- Any exterior light fixtures on the addition must match the existing fixture type. Light output color shall match existing fixtures. Shield option for wall packs must be installed.
- Action by this committee does not constitute action by any other entities. Owner must obtain approval by any additional entity.
- Please be advised the forest preserves must comply with the Commercial Planning and Design Standards.

The motion carried unanimously.

G. Consideration and action for the proposed cell tower equipment upgrade.

The Woodlands Commercial Prop

8100 Millennium Forest Drive

Lot 0100 Block 0163 Section 0067 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 Bob Adams and seconded by Robert Heinemann to approve on the following conditions:

- The tower shall not increase in height as indicated on the project application and in the project drawings.
- No additional lighting, equipment, site modifications or signs are approved at this time. Any additional items or accessories, other than the upgrade equipment with associated connections, shall be submitted for review and approval by the committee.

- This approval does not constitute the approval of additional entities. It is the owner's responsibility to obtain those approvals.
 - Must comply with Commercial Planning and Design Standards.
- The motion carried unanimously.

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

1. Rehearing for a Variance request for an existing home business that was previously disapproved by the Development Standards Committee on December 16, 2020– Daycare Home Business.

Babar Rafiq

55 Raindance Court

Lot 01 Block 03, Section 11 Village of Harper's Landing at College Park

This item was heard by the full Committee. The Homeowner was present to address the Committee. The Committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. After deliberation, it was moved by John Anthony Brown and seconded by David Smith to approve as presented on the following conditions:

- The home business remains in compliance with the Residential Development Standards.
- All clients to park in owner's driveway.
- Business space restricted to 25% maximum. Advertisement not to include physical address.
- The committee reserves the right to review upon any confirmed complaints.
- The permit is approved for 1 year and the owner must reapply for a Home Business renewal no later than January 2022.

The motion carried. Mary Funderburg voted nay.

2. Variance request for proposed patio cover that does not respect the 25-foot rear setback and paving that does not respect the rear ten-foot easement.

Jantzen & Tashana Thorns

23 Thundercloud Place

Lot 24, Block 02, Section 27 Village of Creekside Park West

This item was heard by the full Committee. The Homeowner and neighbors were present to address the Committee. The Committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. After deliberation, it was moved by Arthur Bredehoft and seconded by David Smith to deny the improvement as presented and ask the homeowner to reduce in size and height. The revisions are to be reviewed by the Committee. The revisions must be submitted within 21 days and to be revisited at a later meeting. Additionally, the owner must submit a comprehensive application including a drainage plan and landscaping plan. The motion carried unanimously.

3. Variance request for a conceptually proposed garage addition that encroaches over the platted building line and side setback line; and will exceed the maximum hard surface area allowed.

Bradley and Madora Schard

9 Box Turtle Ln

Lot 32, Block 01, Section 32 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 Mary Funderburg and seconded by David Smith to TABLE to meeting of February 17th. The motion carried unanimously.

4. Request to amend the Initial Land Use Designation to increase the maximum amount of living area allowed for Panther Creek Section 30.

James Morrical

14 Lucky Leaf Court

Lot 12, Block 03, Section 30 Village of Panther Creek

This item was heard by the full Committee. The Homeowner was present to address the Committee. The

Committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. After deliberation, it was moved by Arthur Bredehoft and seconded by John Anthony Brown to deny the proposed improvement as presented and suggest the owner revise and resubmit to remove the windows located in the rear. Additionally, the Committee denied the request to amend the Initial Land Use Designation and suggests the owner revise the living area for the proposed improvement in order comply with existing Land Use Designation of 3,000 square feet. The motion carried unanimously.

5. Variance request for proposed room addition above the garage that encroaches the twenty-foot rear setback exceeds the maximum living area allowed and may also cause negative impact towards neighboring properties.

James Morrical

14 Lucky Leaf Court

Lot 12, Block 03, Section 30 Village of Panther Creek

This item was heard by the full Committee. The Homeowner was present to address the Committee. The Committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. After deliberation, it was moved by Arthur Bredehoft and seconded by John Anthony Brown to deny the proposed improvement as presented and suggest the owner revise and resubmit to remove the windows located in the rear. Additionally, the Committee denied the request to amend the Initial Land Use Designation and suggests the owner revise the living area for the proposed improvement in order comply with existing Land Use Designation of 3,000 square feet. The motion carried unanimously.

6. Variance request for the conceptually proposed swimming pool that will encroach into the ten-foot rear easement and requires 6 trees to be removed.

Shkelquim Muskaj

5 Deerfoot Court

Lot 42, Block 01, Section 28 Village of Grogan's Mill

This item was heard by the full Committee. The Homeowner was present to address the Committee. The Committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. After deliberation, it was moved by Mary Funderburg and seconded by David Smith to deny the concept proposal as presented re affirmed their original motion to require the owner revise and resubmit with the following modifications:

- Revise and resubmit to shift the pool forward and out of the easement, to remove the encroachment into the rear easement.
- The Committee suggests that the revisions should try to save as many as possible, specifically, the trees marked 2, 3, 4 and 5 as found on the staff photographs.

The motion carried unanimously.

7. Variance request for a proposed walkway that was not considered to be compatible with the neighborhood character when acted upon by the Residential Design Review Committee and includes the removal of three trees that do not meet the qualifications for removal.

Rachel Jordan

50 Pebble Cove Drive

Lot 17, Block 04, Section 24 Village of Panther Creek

This item was heard by the full Committee. The Homeowner was present to address the Committee. The Committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. After deliberation, it was moved by Arthur Bredehoft and seconded by Mary Funderburg to approve on the condition that tree number 1 is saved and the owner must revise and resubmit to redesign around the saved trees. Trees numbered 2 and 3 are approved for removal. The owner must plan and maintain two 15 gallon native trees for the purposes of reforestation as defined in the Standards. Lastly, the owner must add landscaping or a landscaping bed to soften and screen the view from the street. The motion carried unanimously.

8. Variance request for proposed color change that was not considered to be compatible with the existing

neighborhood character when acted upon by the Residential Design Review Committee.

Leandro Orjuela Santos

44 Sunlit Forest Drive

Lot 26, Block 01, Section 06 Village of Panther Creek

This item was heard by the full Committee. The Homeowner was present to address the Committee. The Committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. After deliberation, it was moved by David Smith and seconded by Mary Funderburg to table the item for further info. Clarification on colors and ask HO for option A on garage trim and lighter color on iron ore. The motion carried unanimously.

9. Variance request for a proposed shed that exceeds the maximum height allowed and may cause negative impact towards neighboring properties.

George Weissenberger

66 Rockridge Drive

Lot 04, Block 06, 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 Mary Funderburg and seconded by David Smith to approve on the condition the owner uses the revised plan reducing the height to 9ft 9.5 inches, screens the shed behind the solid fencing and plants and maintains native evergreen vegetation to the front of the fence to screen the view of the shed from the street. The motion carried unanimously.

10. Variance request for an existing dog run that is not screened from view, is in a location that causes a disproportionate impact to the adjacent lot, and was considered to be an impact to the neighborhood when acted upon by the Residential Design Review Committee.

Ingrid Yoconda Davilla

64 N Timber Top Drive

Lot 20, Block 04, Section 13 Village of Grogan's Mill

This item was heard by the full Committee. The Homeowner was present to address the Committee. The Committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. After deliberation, it was moved by Arthur Bredehoft and seconded by David Smith to deny as presented and require the owner revise and resubmit a dog run that complies with the Standards located further back in the rear and side yard. Be located in an area that does not cause a disproportionate or adverse impact on neighboring properties or residents. Must not be used for the purpose of a permanent living area. Dog run must be located at least three feet from all perimeter fencing adjacent to a residential lot and should be screened from view with solid fencing and/ or vegetation from all lots. Additionally, the committee granted a 30-day Timeframe to submit new plan, to come back before DSC otherwise it would be considered a violation of the standards. The motion carried unanimously.

11. Variance request for the existing arbor with a roofing material that does not comply with the Standards and is made of corrugated plastic.

Arne Gibbs

10 Cokeberry Court

Lot 14, Block 02, Section 22 Village of Grogan's Mill

This item was heard by the full Committee. The Homeowner was present to address the Committee. The Committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. After deliberation, it was moved by Arthur Bredehoft and seconded by Mary Funderburg to screen the material not in compliance by modifying the roof structure. Also the homeowner must maintain the roof structure as to not allow for visibility of the material that's not in accordance with the Standards. The Committee also recommends the staff review the standards. The motion carried unanimously.

12. Consideration and action for an existing play structure that may have a negative impact towards adjacent properties.

Christopher Ciesielski

22 Tree Crest Circle

Lot 14, Block 30, Section 01 Village of Indian Springs

This item was heard by the full Committee. The Committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. After deliberation, it was moved by Arthur Bredehoft and seconded by Mary Funderburg to deny the variance as presented and require the owner revise and resubmit the play structure to relocate out of the easement in an attempt to be less impactful to the adjacent neighbor and eliminate visibility from the view of the street. Additionally, the owner must modify the structure by switching the location of the two swing sets to the opposite side of the set, which would allow the existing trees to screen the view from the neighbor and remove the visibility to the street. Lastly, the owner must maintain the existing vegetation to serve as screening for the structure. Please revise and resubmit a new application for a play structure so that the staff may process and issue the final permit. If no new application is submitted within 30 days, the improvement must be removed or it will be considered a violation of the standards. The motion carried unanimously.

13. Variance request for a proposed room addition that encroaches into the rear easement.

Craig Daniell

2306 Chestnut Oak Pl

Lot 14, Block 06, Section 03 Village of Grogan's Mill

This item was heard by the full Committee. The Committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. After deliberation, it was moved by David Smith and seconded by John Anthony Brown to grant the variance to encroach the easement on the condition the owner attains a release of easement or consent to use of easement. Additionally, the improvements must meet code and pass final inspection. The motion carried unanimously.

14. Variance request for a proposed swim spa that encroaches into the rear easement.

Craig Daniell

2306 Chestnut Oak Pl

Lot 14, Block 06, Section 03 Village of Grogan's Mill

This item was heard by the full Committee. The Committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. After deliberation, it was moved by David Smith and seconded by John Anthony Brown to grant the variance to encroach the easement on the condition the owner attains a release of easement or consent to use of easement. Additionally, the improvements must meet code and pass final inspection. The motion carried unanimously.

15. Variance request for an existing pool barrier fence was built with the construction side facing out from the lot.

Martha Macris

19 Firefall Court

Lot 29, Block 03, Section 48 Village of Grogan's Mill

This item was heard by the full Committee. The Committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. After deliberation, it was moved by Arthur Bredehoft and seconded by David Smith to deny the variance for the fence built construction side out and require the owner modify the portion of fence at the rear that is exposed to the bike path, to comply with the standards and allow the owner additional time in order to come into compliance. Fence must be modified within one year from the permit. Fencing to the right side nearest lot 28 can remain in the condition the construction side out portions remain screened by vegetation to the front, side and rear. In the event the fence becomes exposed and visible to the pathway or street, the owner would be required to modify those portions of fence. The motion carried unanimously.

16. Variance request for a proposed patio cover with existing unapproved hard surface area that will exceed the maximum amount of hard surface area allowed.

Cindy & Steve Gray

55 Shearwater Place

Lot 18, 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 Mary Funderburg and seconded by David Smith to approve on the following conditions. The owner must submit a comprehensive drainage plan in accordance with the Standards. All improvements must meet code and pass final inspection. The owner must ensure placement of the improvements does not halt or materially impede drainage as defined in the Residential Development Standards. The motion carried unanimously.

17. Variance request for existing room addition, attic conversion, that exceeds the maximum living area allowed.
Benjamin Elizondo

11102 Falconwing Drive

Lot 01, Block 01, Section 16 Village of Indian Village

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Mary Funderburg and seconded by David Smith to approve on the condition the improvements meet code and pass final inspection. The motion carried unanimously.

18. Variance request for existing paving that is located in the rear and side yard easements.

John Staton

7 N Morning Cloud Circle

Lot 13, Block 03, Section 20 Village of Cochran's Crossing

This item was heard by the full Committee. The Owner and neighbor were present to address the Committee. The Committee deliberated regarding the improvement, impact to adjacent properties and applicable standards. After deliberation, it was moved by Arthur Bredehoft and seconded by Mary Funderburg to table the item until the Committee can visit the properties. Staff to arrange site visits to the properties in question. The Committee shall not deliberate at the site visit as to allow for discussion through a public quorum. The item will be placed at a future meeting. The motion carried unanimously.

19. Variance request for proposed detached patio cover with an incorporated summer kitchen that encroaches into the twenty-foot rear building setback line.

Julian Kellici

110 N Floral Leaf Circle

Lot 37, Block 01, Section 28 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 Mary Funderburg and seconded by David Smith to approve on the following conditions. The owner must plant and maintain one 15-gallon native tree anywhere on the lot in accordance with the Standards for reforestation. All improvements must meet code and pass final inspection. The owner must ensure placement of the improvements does not halt or materially impede drainage as defined in the Residential Development Standards. The motion carried unanimously.

20. Consideration and action for a Home Business renewal.

Patrick L Mann

7 Box Turtle Lane

Lot 33, Block 01, Section 32 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 Mary Funderburg and seconded by David Smith to approve on the condition the owner must sign and execute memorandum of agreement regarding the home business application noting the owner's certification for compliance and licensing with The Federal Bureau of Alcohol, Tobacco, Firearms and Explosives. The memorandum will be recorded at the court house and binding on the land. The Business must remain in accordance with the Residential Development Standards, including but not limited to all parking in conjunction with the business must be on the owner's driveway. The Home Business may be revoked if a violation of the Residential Development Standards Occur or at the discretion of the Development Standards Committee. Approval is for two years, Owner must renew the home business application by February 2023. The motion carried unanimously.

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

Kho Shahriar Iqbal
101 Yewleaf Drive
Lot 0010, Block 0002, Section 0007 Village of Panther Creek

This item was heard by the Committee under the summary list as presented by staff. It was then moved by Mary Funderburg and seconded by David Smith 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. Variance request for an 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 Mary Funderburg and seconded by David Smith to TABLE the item. **The motion carried unanimously.**

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

This item was heard by the full Committee. The Committee deliberated regarding the Residential Development Standards and Commercial Planning and Design Standards and any promulgated rules for interim actions during the Coronavirus (COVID-19) Pandemic. Committee to review the comments regarding the commercial signage and guidelines for future review. Committee members will provide feedback to Committee.

X. Member Comments

Members of the Committee thanked the staff. Mary Funderburg thanked Committee for working together.

XI. Staff Reports

Staff thanked the Committee.

XII. Adjourn

It was then moved by Arthur Bredehoft and seconded by Bob Adams to adjourn the meeting at 10:31pm

***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 February 3rd, 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:

- (346) 248-7799 or
- (253) 215-8782 or
- (669) 900-6833 or
- (312) 626-6799 or
- (929) 205-6099 or
- (301) 715-8592 or
- (877) 853- 5247 (Toll Free) or
- (888) 788-0099 (Toll Free)

Once you have connected, you will need to enter Webinar ID: 881 4683 4781, 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 February 3rd, 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 February 3rd, 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

