

**Development Standards Committee**

**February 15, 2012 at 5:30 PM**

The Woodlands Township  
2801 Technology Forest Drive  
The Woodlands, Texas 77381

Members Present: Deborah Sargeant, Robert Heineman, Mike Bass, Chris Florack and Kim Hess

Members Absent: Ken Anderson and Herman Weindel

Staff Present: Neslihan Tesno, Pam Forde, Kim McKenna O'Donoghue and Sharlene Novak

**I. Welcome/Call Meeting to Order**

The meeting was called to order by Chair Deborah Sargeant at 5:33 p.m.

**II. Consideration and Action of Minutes of DSC Meeting on January 18, 2012.**

It was moved by Chris Florack and seconded by Mike Bass to approve the minutes of the previous meeting with the correction to Member Comments by Mike Bass to replace "The Woodlands Development Company" with "the DRC". The motion carried unanimously.

**III. Consideration and Action of the Summary List**

Chairperson Deborah Sargeant presented the Summary List as presented by Staff. The list consisted of Residential Items 1-11, 13-17 and Item IV. Item 12 was resolved. Commercial Item A was tabled. It was moved by Mike Bass and seconded by Kim Hess to approve the Summary List as presented by staff. The motion carried unanimously.

**IV. Consideration and Discussion regarding Commercial Planning and Design Standards for Columbaria.**

It was moved by Mike Bass and seconded by Robert Heineman to forward the wording concerning the draft columbaria standards to the CSC and the DRC. The motion carried unanimously.

**V. Consideration and Action regarding the promulgation of rules for trash cans and recycle bins.**

Staff presented the revisions to the committee for the trash can and recycle bin enclosures. It was moved by Mike Bass and seconded by Chris Florack to extend the moratorium on trash can and recycle cart violations to May 1, 2012 and to present the draft revisions to the Village RDRC's to get some feedback. The motion carried unanimously.

**VI. Consideration and Action to approve Neighborhood Criteria for the Village of College Park – Grogan's Forest Section**

1 Block 1 Lots 1-37      Section 7 Block 1 Lots 1-38      Section 10 Block 1 Lots 5-16

Section 2 Block 1 Lots 1-25      Section 8 Block 1 Lots 1-40      Section 11 Block 1 Lots 1-3

Section 3 Block 1 Lots 1-26      Section 9 Block 1 Lots 1-8      Section 11 Block 2 Lots 1-33

Section 4 Block 1 Lots 1-46      Section 9 Block 2 Lots 1-32      Section 12 Block 1 Lots 1-48

Section 4 Block 2 Lots 1-12      Section 10 Block 1 Lots 1-4      Section 12 Block 2 Lots 1-39

Section 5 Block 1 Lots 1-36      Section 10 Block 2 Lots 1-10

Section 6 Block 1 Lots 1-55      Section 10 Block 3 Lots 1-39

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess to approve as submitted. The motion carried unanimously.

**VII. Review and Disposition of Commercial Applications**

**A. Request for Consideration and Action**

**Monument Signs**

**Wells Fargo Bank**

4880 West Panther Creek Drive – File #01-020-0040-0045-0325-0000

Village of Panther Creek

This item was included on the summary list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess to table the item. The motion carried unanimously.

**B. Request for Consideration and Action**

**Park Renovations**

**Sawmill Park**

2200 Millpark Drive – File #01-010-0006-0547-0001

Village of Grogan's Mill

This item was reviewed by the full committee. After presentation of the item by Kelly Dietrich and discussion by the Committee, it was moved by Deborah Sargeant and seconded by Kim Hess to approve the plan. The motion carried unanimously.

**C. Report on "Commercial Staff Action List" for February 15, 2012**

**VIII. Review and Disposition of Residential Applications**

1. Variance request for proposed driveway borders that will cause the driveway to exceed the maximum width allowed.

[REDACTED]  
[REDACTED]  
[REDACTED]

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess to conditionally approve – must stabilize pavers and maintain in good repair. The motion carried unanimously.

2. Approval request for a proposed home business.

Barbara Bolin and Brian Bandarra

115 North Westwinds Circle

Lot 21, Block 2, Section 67 Village of Alden Bridge

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess to conditionally approve, no clients to the home, reapply in two years and comply with standards for home business. The motion carried unanimously.

3. Variance request for proposed driveway borders that will cause the driveway to exceed the maximum width allowed.

Greg and Alison Petrick

30 Black Swan Court

Lot 6, Block 2, Section 97 Village of Sterling Ridge

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess to approve as submitted. The motion carried unanimously.

4. Variance request for proposed walkway will not be located a minimum of one foot from the adjoining property line.

Frank Jacobsen

186 Maple Path Place

Lot 20, Block 2, Section 38 Village Alden of Bridge

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess to Approve. 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. 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 carried unanimously.

5. Variance request for proposed walkway that will be located in the rear ten foot easement.

Patrick Hage

165 South Hollylaurel Circle

Lot 7, Block 2, Section 16 Village of Alden Bridge

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess to Approve as submitted. 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. The motion carried unanimously.

6. Variance request for proposed driveway will exceed the maximum width allowed of 16 feet.

Amber Brawner

6 Archbriar Place

Lot 30, Block 1, Section 3 Village of Alden Bridge

This item was reviewed by the full committee. The staff provided the committee with a PowerPoint presentation. The homeowner was not present to address the committee. It was moved by Mike Bass and seconded by Chris Florack to conditionally approve the driveway expansion and that the concrete was not to extend beyond edge of house, the area was not to be used to permanently store trailer – comply with Standards in regard to trailer storage. The committee also recommended that the lattice enclosure structure should be at least 3' from front of garage, that it is L shaped and screened by evergreen vegetation at least 3' tall at planting. The motion carried unanimously.

7. Variance request for an existing arbor that is located in the five foot side and the ten foot rear yard easement.

Loren and Marquita Brown

7 Aquiline Oaks Place

Lot 49, Block 1, Section 60 Village of Sterling Ridge

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess to Conditionally approve, plant evergreen native trees on street side of fence to screen and evergreen vines soften view of the structure. Trees must be at least 7' tall at time of planting. The motion carried unanimously.

8. Variance request for existing play structure located in five foot side easement.

Bradley and Jennifer Spartz

67 Acrewood Place

Lot 66, Block 1, Section 43 Village of Sterling Ridge

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess to disapprove and consent to delay enforcement, based upon the execution of a memorandum of agreement, requiring the owner to remove the play structure 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 play structure is in disrepair and needs replacement whichever comes first. The memorandum will be recorded with the court house 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. The motion carried unanimously.

9. Variance request for existing walkway is not located a minimum of one foot from the adjoining property line.

Randy and Crystal Brown

62 South Chandler Creek Circle

Lot 13, Block 4, Section 13 Village of Indian Springs – TWA

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess to approve. 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. 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 carried unanimously.

10. Appeal of the Residential Design Review Committee's decision to require replanting 5x30 gallon native trees on lot.

Damian and Tish Billeaudeau

43 Cinnamon Teal Place

Lot 11, Block 3, Section 1 Village Alden Bridge

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess to conditionally approve the reduction in the amount of replants to two 30 gallon trees as per the recommendation by the Certified Arborist. Recommended species include Cherry Laurel, Red Bud, American Holly, Mexican Plum and Cedar Elm. Must complete planting within 30 days. The motion carried unanimously.

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

Mario D Cruz

6 Winhall Place

Lot 55, Block 2, Section 91 Village of Sterling Ridge

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess 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 or applying for the play structure) 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 carried unanimously.

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

Arthur Rosas II

15 Snow Woods Court

Lot 46, Block 1, Section 3 Village of College Park (Harper's Landing)

This item was resolved prior to the meeting.

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

Autumn Birch

182 West Misty Dawn Drive

Lot 18, Block 2, Section 5 Village of College Park (Harper's Landing)

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess 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 moving shed out of easement and applying for the paving or removing the shed and paving) 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 carried unanimously.

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

Shelly and Mitchell Bergen

11 Raindance Court

Lot 8, Block 3, Section 11 Village of College Park (Harper's Landing)

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess 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) 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 carried unanimously.

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

Tarab Hafiz Ali

123 Genesee Ridge Drive

Lot 42, Block 1, Section 11 Village of College Park (Harper's Landing)

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess 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 (Storage Shed – by planting vegetation and moving the storage shed from the easement. A survey with the new location was also to be submitted for staff review. Patio Cover – by planting the trees that are required) 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 carried unanimously.

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

Nasim Ahmad

7 Skipwith Place

Lot 10, Block 1, Section 15 Village of Sterling Ridge

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess 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 trash cans out of public view and keeping 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 carried unanimously.

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

Maria Escobar

203 Fairwind Trail Drive

Lot 19, Block 2, Section 11; Village of College Park (Harper's Landing)

This item was reviewed under the summary approval list as presented by staff. It was moved by Mike Bass and seconded by Kim Hess 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 trash cans out of public view and keeping 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 carried unanimously.

18. Request for approval of a portable basket ball goal in a street right of way.

2, 7, 10, 11, 14, 15, 18, 19, 22, 23, 27, 31, and 35 Wildever Place

Section 36, Block 1, Lots 23-36 excluding lot 27

This item was tabled due to a posting error.

19. Variance request to construct a new home, which would encroach into the rear building setback line.

Darvish Residence / Sneller Custom Homes

2 West Isle Place

Lot 17, Block 1, Section 25 Village of Panther Creek

This item was heard by the full committee. The committee reviewed their previous actions. The builder and an affected neighbor were present to address the committee. The staff provided a PowerPoint presentation noting the location of the proposed home and the changes from the originally approved plans. It was then moved by Mike Bass and seconded by Chris Florack to conditionally approve the home building permit on the condition the owner/builder install a landscaping consistent with a landscaping plan that must be submitted to The Woodlands Township staff for review and final action. The landscaping plan should incorporate reforestation to the lot and consider screening to soften the view to the street and adjacent properties. Additionally the owner/builder must provide protection to the current natural vegetation to protect the vegetation during construction. The improvements must meet code and comply with all other Standards. The motion carried unanimously.

20. Consideration and action to amend the Initial Land Use Designation by requesting to increase the maximum amount of living area allowed.

Marvin Haass

5 North Autumnwood Way

Lot 45, Block 2, Section 31 Village of Grogan's Mill

This item was heard by the full committee. The staff provided a PowerPoint presentation noting the location of the proposed home and the changes from the original house permit. It was noted the owner is rebuilding the house due to extensive fire damage. The Committee was presented with living area figures in the section and homes. It was then moved by Chris Feist and seconded by Kim Hess to approve the owner's request to attempt to amend the land use designation as defined in the initial land use designation. The motion carried unanimously.

21. Variance request for concept and preliminary approval for the construction of a home previously destroyed from fire damage.

Marvin Haass

5 North Autumnwood Way

Lot 45, Block 2, Section 31 Village of Grogan's Mill

This item was heard by the full committee. The staff provided a PowerPoint presentation noting the location of the proposed home and the changes from the original house permit. It was noted the owner is rebuilding the house due to extensive fire damage. It was then moved by Chris Feist and seconded by Kim Hess to approve the conceptual drawings for the home on the condition a final set of plans and application are submitted to the staff and presented to the Development Standards Committee for final review and action at their regularly scheduled meeting. The Committee action will also take into consideration any neighbor impact concerns. The motion carried unanimously.

22. Variance request for a proposed sign that may have an adverse impact to the neighborhood's character.

Michael M Tower

2 South Hawthorne Hollow Circle

Lot 86, Block 1, Section 86 Village of Alden Bridge

This item was reviewed by the full committee. The staff provided the committee with a PowerPoint presentation. The homeowner and concerned residents were present to address the committee. Mr. Mike Tower (homeowner) stated that he normally puts the sign in his yard during the 40 days for Life campaign. He felt that it was a violation of his constitutional rights of freedom of speech and freedom of religion if he was not allowed to put his sign up. Other residents spoke in favor of the variance. Mike Bass wanted to act on the variance and then review sign standards for any needed revisions. Chris Florack felt that the committee needed to research the issue. It was moved by Deborah Sargeant and seconded by Chris Florack to table the request till the DSC could post a special meeting to consult with their attorney before February 21, 2012. Mike Bass and Kim Hess voted in opposition. The motion carried.

23. Request for rehearing of a DSC decision to allow a shed that is not fully screened by a solid six foot fence.

Owner: Amro Hamza

67 West Majestic Woods Place

Lot 22, Block 1, Section 17 Village of Sterling Ridge

Requester: David and Jane Oseng

66 West Majestic Woods Place

Lot 23, Block 1, Section 17 Village of Sterling Ridge

This item was reviewed by the full committee. The staff provided the committee with a PowerPoint presentation. The requesting neighbor spoke in support of their request for a rehearing. The homeowner was not able to attend but did send a letter to be presented to the committee. It was moved by Mike Bass and seconded by Kim Hess to approve the rehearing for the March 7<sup>th</sup> DSC agenda. The motion carried unanimously.

24. Variance request for proposed gazebo that may possibly create negative neighbor impact.

Joe Newcomb

47 Dresden Place

Lot 92, Block 1, Section 1 Village of Sterling Ridge

This item was reviewed by the full committee. The staff provided the committee with a PowerPoint presentation. The homeowner's representative was present to address the committee. John Nanninga, 51 Dresden Place, spoke in opposition of the variance with concerns of view, noise and impact. It was moved by Mike Bass and seconded by Chris Florack to conditionally approve, plant and maintain evergreen vegetation to screen view of structure, submit landscape plan (potted or planted) for staff approval. The motion carried unanimously.

25. Variance request for proposed circular driveway will be located on a lot that is less than 85 feet wide at the front lot line, will not allow for a 16 foot minimum turning radius, and will possibly have adverse impact to neighborhoods existing character

Richard Raanes

30 Webb Creek Place

Lot 20, Block 1, Section 46 Village of Alden Bridge

This item was reviewed by the full committee. The staff provided the committee with a PowerPoint presentation. The homeowner was not present to address the committee. It was moved by Chris Florack and seconded by Deborah Sargeant to approve. After a discussion concerning the driveway's close proximity to the street the motion was withdrawn by Chris Florack. It was moved by Mike Bass and seconded by Chris Florack to disapprove the driveway; it was recommended that the owner submit revised plans with the driveway further into the property. The motion carried unanimously.

26. Variance request for proposed driveway extension which exceeds the width allowed and will have decorative columns within ten feet of a property corner.

Gurjeet Jauhar

99 East Black Knight Drive

Lot 4, Block 4, Section 77 Village of Sterling Ridge

This item was reviewed by the full committee. The staff provided the committee with a PowerPoint presentation. The homeowner was present to address the committee. Mr. Jauhar spoke of the narrowness of the drive between the columns and the difficulty in trying to exit his drive on Black Knight. It was moved by Chris Florack to conditionally approve with not easement encroachment. The motion died for lack of a second. It was moved by Mike Bass to conditionally approve the upper portion and extension as long as the driveway curved back to existing before the columns. The motion died for lack of a second. It was moved by Chris Florack and seconded by Deborah Sargeant to conditionally approve; driveway must look original to the house, submit new plan to staff for approval. Mike Bass voted in opposition. The motion carried.

27. Variance request for proposed storage building that will not respect the 40 foot rear setback.

Ward Newton

30 Marin Creek Place

Lot 14, Block 1, Section 22 Village of Creekside Park

This item was reviewed by the full committee. The staff provided the committee with a PowerPoint presentation. The homeowner's contractor was present to address the committee. It was moved by Chris Florack and seconded by Mike Bass to conditionally approve the detached building; plant and maintain evergreen vegetation to screen view from rear and to Creekside Green Drive. Submit landscape plan to be approved by staff. The motion carried unanimously.

28. Variance request for existing paving that does not respect the 20 foot front building line, ten foot easement and is located in the Street Right of Way.

Heath Derkowski

7 Fresh Pond Place

Lot 44, Block 1, Section 25 Village of Sterling Ridge

This item was reviewed by the full committee. The staff provided the committee with a PowerPoint presentation. The homeowner was not present to address the committee. It was moved by Kim Hess and seconded by Mike Bass to conditionally approve; plant and maintain evergreen vegetation to soften view of paving on the street edge paving. The motion carried unanimously.

29. Variance request for existing patio that has a roof cover of an unapproved material.

Darwin Pressley, Jr.

78 Genesee Ridge Drive

Lot 67, Block 3, Section 11 Village of College Park (Harper's Landing)

This item was reviewed by the full committee. The staff provided the committee with a PowerPoint presentation. The homeowner was not present to address the committee. It was moved by Chris Florack and seconded by Mike Bass to disapprove and consent to delay enforcement, based upon the execution of a memorandum of agreement, requiring the owner to replace the roof of the patio cover or remove the patio cover 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 patio roof is in disrepair and needs replacement whichever comes first. The memorandum will be recorded with



the court house 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. The motion carried. Robert Heineman was out of the room during the vote.

30. Variance request for proposed patio cover, fireplace and summer kitchen size and scope may create negative neighbor impact.

Ross and Teri Crane

27 East Green Pastures Circle

Lot 37, Block 1, Section 43 Village of Sterling Ridge

This item was reviewed by the full committee. The staff provided the committee with a PowerPoint presentation. The homeowner and their contractor were present to address the committee. The homeowner stated that they liked to entertain outdoors and wanted to have a shaded area. It would not have any impact to rear and they had spoken to both neighbors who had no objection. It was moved by Mike Bass and seconded by Deborah Sargeant to conditionally approve; plant and maintain heavy evergreen vegetation from rear corner of dwelling to be even with the rear corner of the adjacent dwelling; Staff to approve upon completion. The motion carried unanimously.

31. Variance request for proposed pool enclosure that does not respect the 20 foot rear building setback.

Eric H. Everett

19 Tealbriar Circle

Lot 5, Block 3, Section 15 Village of Indian Springs – TWA

This item was reviewed by the full committee. The staff provided the committee with a PowerPoint presentation. The homeowners and their contractor were present to address the committee. The owners spoke of their reasons for the structure which was mainly safety for their children and pets and sun protection. It was moved by Mike Bass to disapprove however he amended that motion and Deborah Sargeant seconded to conditionally approve; plant and maintain evergreen vegetation along front, side and rear to screen from view. Structure must not be seen from street. Vegetation must be of sufficient height to provide immediate screening. The motion carried unanimously.

32. Variance request for sun shade that may create negative neighbor impact.

Brandon Elliott

259 Bloomhill Place

Lot 20, Block 1, Section 88 Village of Sterling Ridge

This item was reviewed by the full committee. The staff provided the committee with a PowerPoint presentation. The homeowner was not present to address the committee. It was moved by Deborah Sargeant and seconded by Chris Florack to disapprove; remove within 30 days. The motion carried unanimously.

**IX. Public Comments**

There were no public comments.

**X. Member Comments**

Mike Bass announced that he was running for the Township Board but that he intends on serving on the DSC as well through his term. Mike Bass said he had visited the columbarium site at the church and it looked finished except he felt that additional vegetation was needed to fill in the forest preserve toward the drainage ditch and the other residential properties. He requested that staff monitor the progress.

**XI. Staff Reports**

There were no staff reports.

**XII. Adjourn**

There being no further business it was moved by Kim Hess and seconded by Ken Anderson to adjourn the meeting at 8:58 p.m. The motion carried unanimously.

