

## Development Standards Committee Minutes

April 16, 2014 at 5:30 PM

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

Members Present: Deborah Sargeant, Robert Heineman, Ken Anderson, Kim Hess, and Mark Bacon

Member absent: Chris Florack and Danie van Loggerenberg

Staff Present: Hennie van Rensburg, Neslihan Tesno and Sharlene Novak

- I. Welcome/Call Meeting to Order  
The meeting was called to order by Chair Deborah Sargeant at 5:31 p.m.
- II. Consideration and Action of the minutes of the Development Standards Committee Meeting on March 19, 2014 and a Special DSC Meeting on October 8, 2013.  
It was moved by Ken Anderson and seconded by Kim Hess to approve both sets of the minutes. The motion carried unanimously.
- III. Consideration and Action of the Applications and legal items in Section IV recommended for Summary Action.  
This item was heard by the full committee. Chair Deborah Sargeant presented the Summary List as presented by Staff. The list consisted of Items 5-13 and 15-21. It was moved by Ken Anderson and seconded by Kim Hess to approve the Summary List as presented. The motion carried unanimously.
- IV. Review and Disposition of applications and violations.
  1. Variance request for neighborhood entry sign.  
Lakeside Cove  
Village of Grogan's Mill  
This item was heard by the full committee. Staff provided the committee with a PowerPoint presentation. There were no representatives from Lakeside Cove present to address the committee. It was moved by Kim Hess and seconded by Deborah Sargeant to conditionally approve with the removal of the words "A Grace Point Community" from the sign and maintain the vegetation and irrigation for the median. The motion carried unanimously.
  2. Consideration and Action for signage for the Grogan's Mill Farmers Market  
Grogan's Mill Shopping Center  
Village of Grogan's Mill  
This item was heard by the full committee. Staff provided the committee with a PowerPoint presentation. A representative from the Grogan's Mill Village Association was present to address the committee. It was moved by Kim Hess and seconded by Mark Bacon to approve with the following conditions: The wording as follows: "Farmer's Market Saturdays", Must be indented, smaller font letters, **all three signs are allowed. Final design must be returned to DSC for final approval.** The motion carried unanimously.
  3. Variance request for an existing air conditioning window unit that was not installed less than six inches above natural grade, is visible from adjacent property, does not match the color of the siding, and exceeds one unit per lot.  
Barbara S Price  
31 North Wilde Yaupon Court  
Lot 06, Block 05, Section 03 Indian Springs WCA  
As the homeowner was not able to attend the meeting it was moved by Deborah Sargeant and seconded by Kim Hess to table this item to another meeting. The motion carried unanimously.

4. Variance request for a proposed patio cover that does not respect the rear 20 foot setback.  
Christian Hoffman  
19 Valera Ridge Drive  
Lot 26, Block 1, Section 17 Village of Creekside Park  
This item was heard by the full committee. Staff provided the committee with a PowerPoint presentation. The homeowner's contractor was present to address the committee. The contractor mentioned that a sump pump was being installed for drainage and that they had spoken to the rear neighbor and he is in agreement. It was moved by Deborah Sargent and seconded by Robert Heineman to conditionally approve, plant and maintain evergreen trees and shrubs at least 7' tall at time of planting to screen to rear. Meet code and standards conditions. Staff to review planting upon completion to determine if sufficient screening and if additional planting is required. 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 a proposed patio cover that does not respect the rear 20 foot setback.  
Andrea French  
107 West Valera Ridge Place  
Lot 6, Block 1, Section 31 Village of Creekside Park  
This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to conditionally approve, plant and maintain evergreen trees and shrubs at least 7' tall at time of planting to screen to rear. Meet code and standards conditions. Staff to review planting upon completion to determine if sufficient screening and if additional planting is required. The motion carried unanimously.
6. Variance request for a proposed summer kitchen that is not at least ten feet from the adjacent property line.  
Alicia Zeringue  
102 Wood Drake Place  
Lot 44, Block 1, Section 4 Village of Creekside Park West  
This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to conditionally approve, meet code and standard conditions. The motion carried unanimously.
7. Variance request for a proposed summer kitchen that is not at least ten feet from the adjacent property line.  
Uriel Arana  
10 Pleasant Point Place  
Lot 50, Block 1, Section 8 Village of Creekside Park  
This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to conditionally approve, meet code and standard conditions. Plant and maintain evergreen screening to the left of summer kitchen along fence to screen - at least 7' tall at time of planting. Staff to review planting upon completion and determine if sufficient screening. The motion carried unanimously.
8. Variance request for a proposed summer kitchen that is not at least ten feet from the adjacent property line.  
Julia Ramos  
6 Red Wagon Drive  
Lot 29, Block 1, Section 7 Village of Creekside Park  
This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to conditionally approve, meet code and standard conditions. Plant and maintain evergreen screening to the right of summer kitchen along fence to screen - at least 7' tall at time of planting. Staff to review planting upon completion and determine if sufficient screening. The motion carried unanimously.

9. Variance request for an existing generator that does not respect the five foot side easement.  
Christian Pierce  
27 Trilling Bird Place  
Lot 7, Block 3, Section 81 Village of Alden Bridge  
This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to conditionally approve, meet code and pass inspections. Approval by this committee does not constitute approval by the additional entities. It is the owner's responsibility to obtain approval by those entities. The improvement may be subject to removal if determined necessary by easement holders. The motion carried unanimously.
10. Variance request for an existing play structure that does not respect the rear ten foot easement.  
Rodolfo Meyer  
31 Scenic Mill Place  
Lot 1, Block 3, Section 9 Village of Alden Bridge  
This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson 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 if determined necessary by easement holders. The motion carried unanimously.
11. Variance request for an existing summer kitchen that is not at least ten feet from the adjacent property line and a water feature that exceeds the maximum allowed height.  
Steven Strong  
38 Glenleigh Place  
Lot 39, Block 1 Section 15 Village of Indian Springs (TWA)  
This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to Summer kitchen & water feature - Motion to conditionally approve, meet code & pass inspections. Maintain existing vegetation. Plant additional evergreen trees or shrubs at least 8' tall at time of planting. The motion carried unanimously.
12. Variance request for an existing shed that does not respect the side five foot easement.  
Richard and Jean Rines  
2 Rolling Ridge Court  
Lot 25, Block 1 Section 11 Village of College Park  
This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson 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 shed from the property, when the owner no longer owns the home, transfers title or when the owner is no longer the primary resident, or when the shed is in disrepair and needs replacement whichever comes first. The memorandum will be recorded with the 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 if determined necessary by easement holders. The motion carried unanimously.
13. Variance request for an existing pergola with a solid roof that does not respect the rear 20 foot building setback.  
Robert J Smith  
18 Trellis Gate Street  
Lot 4, Block 1, Section 55 Village of Alden Bridge  
This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson 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 if determined necessary by easement holders. The motion carried unanimously.

14. Variance request for an existing pergola with a solid roof that does not respect the rear 20 foot building setback.  
Troy and Connie Johnston  
11 North Seasons Trace  
Lot 3, Block 1, Section 19 Village of Sterling Ridge  
This item was heard by the full committee. Staff provided the committee with a PowerPoint presentation. The homeowner and an affected neighbor were present to address the committee. The home owner stated that there would be no more impact to the neighbors since it was a flat roof. The affected neighbor stated that she was very impacted by the television screen underneath the patio structure. She would at least like it screened. It was moved by Kim Hess and seconded by Ken Anderson to conditionally approve, plant and maintain evergreen trees to fill in between existing trees to screen to rear. Trees should be at least the height of the existing trees and tall enough to screen the television from the neighbor. Staff to review planting upon completion to determine if sufficient screening. The motion carried unanimously.
15. Variance request for an existing driveway widening that exceeds the maximum width allowed.  
Mark Sheehy  
6 Garland Grove Place  
Lot 19, Block 2 Section 10 Village of Indian Springs (TWA)  
This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to approve as submitted. The motion carried unanimously.
16. Variance request for existing pergola with hard surface that exceeds the maximum allowed for the lot and paving that also does not respect the rear easement and landscape borders that exceed the height allowed in the rear and side easements.  
Robert Hopkins  
154 East Lansdowne Circle  
Lot 12, Block 1 Section 27 Village of Indian Springs (TWA)  
This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to Landscape border -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 if determined necessary by easement holders.  
Pergola - approve as submitted  
Patio -conditionally approve - plant and maintain at least 3 30 gallon native trees. 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.  
Michael Lynn Richardson  
99 North Rambling Ridge Place  
Lot 51, Block 2 Section 4 Village of College Park  
This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson 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.

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

Justin Baca

14 Timberlea Place

Lot 31, Block 2, Section 63 Village of Alden Bridge

This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson 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 applying for the interior remodel with window installation, by applying for the rear fence extension and by submitting passing final inspection reports from a certified third party inspector for both) 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.

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

Doris J. Handrock

19 Painted Canyon Place

Lot 10, Block 1, Section 8 Village of Indian Springs (TWA)

This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson 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 storing trash/recycle carts out of public view) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.

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

Taylor R Wilhite

70 East Greywing Circle

Lot 28, Block 4, Section 6 Village of Alden Bridge

This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson 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 and storing the trash and recycle carts out of public view) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.

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

Adriana Sandoval

59 South Rambling Ridge Place

Lot 47, Block 1, Section 8 Village of College Park

This item was reviewed under the summary approval list as presented by staff. It was moved by Ken Anderson 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 (removing algae on the dwelling and maintaining the dwelling in good repair) 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.

22. Rehearing for an existing dog run that not located a minimum of three feet from all perimeter fencing or the property line, is located immediately adjacent to a property line of another residential lot and may have an adverse impact on neighboring properties or residents and was previously disapproved by the Development Standards Committee.

Manuel Calero

15 Taupewood Place

Lot 43, Block 3, Section 74 Village of Alden Bridge

This item was heard by the full committee. Staff provided the committee with a PowerPoint presentation. The homeowner was present to address the committee. The home owner stated that the gate is left open most of the time so it does not enclose the dog in that area often. The gate is closed when the pool and yard are being maintained (i.e. when chemicals are added). The owner also stated that they put collars on the dogs to reduce the barking. It was moved by Robert Heineman and seconded by Deborah Sargeant to approve. The motion carried unanimously.

23. Variance request for a proposed CONCEPT room addition that will exceed the maximum living area allowed.

Vijayakumar Swaminathan

138 South Queenscliff Circle

Lot 11, Block 1, Section 13 Village of Sterling Ridge

This item was heard by the full committee. Staff provided the committee with a PowerPoint presentation. The homeowner was present to address the committee. The home owner stated that the extra space was needed so they designed the second floor for a music room and a bedroom. She hoped the redesign met with approval of the committee. It was moved by Robert Heineman and seconded by Mark Bacon to approve the concept as submitted, submit final plans, survey, required documentation and deposits. Staff can review and approve upon submittal. The motion carried unanimously.

24. Variance request for a proposed play structure that does not respect the 10 foot rear easement.

Christopher D Allen

131 South Merryweather Circle

Lot 67, Block 1, Section 82 Village of Alden Bridge

This item was heard by the full committee. 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 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 if determined necessary by easement holders. The motion carried unanimously.

25. Variance request for a proposed driveway expansion that will exceed the maximum allowed width.

Craig Heiser

15 Bessdale Court

Lot 43, Block 1, Section 65 Village of Sterling Ridge

This item was heard by the full committee. Staff provided the committee with a PowerPoint presentation. The homeowner was present to address the committee. The home owner stated that they needed extra driveway space because they did not want their teenage son to park in street. Their house is near an intersection and it would cause traffic issues. It was moved by Deborah Sargeant and seconded by Mark Bacon to conditionally approve, material to be used must be similar to Grasscrete (pervious) blocks that allows grass to grow through, move up toward the planting bed by the dwelling, planting bed must stay must taper to the driveway as it approaches the street (SEE SITE PLAN/SURVEY) and plant and maintain a planting bed with evergreen plants or shrubs to right of addition to screen. The motion carried unanimously.

26. Consideration and action to appeal the Residential Design Review Committee condition of approval regarding the location of pool equipment.

Amy Walsh and Jon Albregts

67 East Crystal Canyon Court

Lot 50, Block 1, Section 1 Village of Creekside Park

This item was heard by the full committee. Staff provided the committee with a PowerPoint presentation. The homeowner and the contractor were present to address the committee. The contractor informed committee that neighbor prefers location #2 over the approved location due to impact. It was moved by Deborah Sargeant and seconded by Kim Hess to approve location #2 for the pool equipment - at the left rear of property by the wrought iron fence. Owner must leave sufficient space to plant evergreen screen to left of pool equipment by wrought iron fence if the neighbor has objections. The motion carried unanimously.

27. Consideration and action to appeal the Residential Design Review Committee condition of approval regarding the location of pool equipment.

Luis Adolfo Arguelles Rabell

27 East Wolf Cabin Circle

Lot 13, Block 6, Section 14 Village of Creekside Park

This item was heard by the full committee. Staff provided the committee with a PowerPoint presentation. The homeowner was not present to address the committee. It was moved by Ken Anderson and seconded by Mark Bacon to deny the appeal - the Residential Design Review Committee's decision stands. The motion carried unanimously.

28. Variance request for an existing trampoline that does not respect the side five foot easement.

Shawn Williams

54 Roger Dell Court

Lot 12, Block 1, Section 82 Village of Sterling Ridge

This item was heard by the full committee. Staff provided the committee with a PowerPoint presentation. The homeowner was present to address the committee. The home owner stated that the trampoline was in this location when they purchased the home recently. It was moved by Deborah Sargeant and seconded by Ken Anderson to approve as submitted. Robert Heineman, Deborah Sargeant and Ken Anderson voted in favor, Mark Bacon and Kim Hess voted in opposition - the motion failed due to deference. It was then moved by Deborah Sargeant and seconded by Ken Anderson to table the item until owner is able to contact the neighbor and get a written letter of no objection. The motion carried unanimously.

29. Variance request for an existing shed that exceeds maximum height and size allowed.

Naomi Depriest

34 Teakwood Place

Lot 26, Block 1, Section 82 Village of Alden Bridge

This item was heard by the full committee. Staff provided the committee with a PowerPoint presentation. The homeowner was present to address the committee. The home owner stated that the shed was installed to provide some storage and screening from the commercial property behind him. He also stated that the second shed was recently removed. It was moved by Mark Bacon and seconded by Kim Hess to conditionally approve - plant and maintain evergreen trees or shrubs at least

7' tall at time of planting to screen from the front street, remove the other shed within 30 days. The motion carried unanimously.

30. Variance request for existing shed that does not respect the side five foot easement.

Van J Brackin

134 West Greywing Circle

Lot 4, Block 4, Section 6 Village of Alden Bridge

This item was heard by the full committee. 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 Mark Bacon to conditionally approve, move shed far enough away from fence to plant and maintain evergreen screening at least 7' tall at time of planting or remove from the easement. 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  
The committee did not convene in executive session.
- VI.** Reconvene in Public Session  
The committee did not convene in executive session.
- VII.** Consideration and Action of the Amended and Restated Agreement with Regard to Delegation of Covenant Responsibilities from the Development Review Committee to the Development Standards Committee.  
This item was not discussed.
- VIII.** Consideration and Action regarding the Delegation of Indian Springs Residential Design Review Committee duties.  
Hennie van Rensburg presented this item. There was only one member elected to the Indian Springs WCA Residential Design Review Committee which is insufficient for the committee to operate. The By-laws provide for 3 options:
- 1) The DSC would review all items for this committee.
  - 2) The Township would provide public notice requesting applicants to fill the vacancies for the **RDRC committee and then the DSC could interview and appoint from the applicant pool.**
  - 3) The DSC would delegate their authority to the Indian Springs TWA Residential Design Review Committee to review Indian Springs WCA items.
- It was moved by Deborah Sargeant and seconded by Kim Hess to have staff place an ad in the appropriate publication and then interview the applicants. If there were no viable candidates the committee would then decide on their course of action. The motion carried unanimously.
- IX.** Consideration and Action regarding the Residential Development Standards.  
This item was not discussed.
- X.** Public Comments  
There were no public comments.
- XI.** Member Comments  
Deborah Sargent reminded members about the Public Forum for the Standards Revisions on Tuesday, April 22, 2014 at 6p.m.
- XII.** Staff Reports  
There were no staff reports.
- XIII.** Adjourn



There being no further business it was moved by Ken Anderson and seconded by Mark Bacon to adjourn the meeting at 7:29 p.m. The motion carried unanimously.