

**Development Standards Committee**

**June 17, 2015 at 5:30 PM**

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

**MINUTES**

**Members Present:** Deborah Sargeant, Chris Florack, Walter Lisiewski, Danie van Loggerenberg and Ken Anderson

**Staff Present:** Kimberly McKenna, Hennie van Rensburg, Sharlene Novak and Danielle Allen

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

The meeting was called to order by Chair Deborah Sargeant at 5:30 p.m.

**II. Consideration and Action of the minutes of the Development Standards Committee (DSC) Meeting on May 20, 2015.**

The minutes were reviewed by the committee. It was moved by Deborah Sargeant and seconded by Chris Florack to approve the minutes as presented. The motion carried unanimously.

**III. Consideration and Action of the Applications and Violations 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 2-20, 22, 23 & 26. It was moved by Chris Florack and seconded by Danie van Loggerenberg to approve the summary list as presented by staff recommendation.

**IV. Review and Disposition of applications and violations.**

1. Consideration and action regarding the Conceptual plan for a new monument sign.

Woodlands Resort & Conference Center

2301 N. Millbend Drive

Lot 0470, Block 0547, Section 0006 Village of Grogan's Mill

This item was heard by the full committee. The staff provided the committee with a presentation. The owner was not present to address the Committee. The committee reviewed the specifications and had concerns regarding the height on the specifications for lighting. It was moved by Deborah Sargeant and seconded by Ken Anderson to deny the sign as presented and suggest a resubmittal of the sign proposal should reduce the overall height of the sign not to exceed seven feet three inches and specify low level lighting, preferably to be externally illuminated. The motion carried unanimously.

2. Variance request for a new building sign, door sign and window decal that does not meet the Shopping Center Criteria.

Allstate

9420 College Park Drive Suite 140

Lot 500 Block 490, Section 46 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to deny the variance requested as presented and require the

building sign be redesigned to meet the Commercial Planning and Design Standards. The motion carried unanimously.

3. Consideration and action for final approval of proposed building signs.

The Wall Event Hall

30420 FM 2978 Suite 480

Lot 110 Block 458, Section 46 Village of Sterling Ridge

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to approve the sign on the condition the owner must modify the sign to not exceed 42" in height. The motion carried unanimously.

4. Consideration and action for final approval of proposed building sign and a monument sign.

Farmers Insurance

8105 Kuykendahl Road Suite 100

Lot 4100 Block 257, Section 47 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to approve the sign proposal on the following conditions. The monument sign panel should be painted Texas Crème to match the color of the existing panels/monument signs. The signs should be vinyl on aluminum faces. The Building sign letters must be Duradonic 313 Dark Bronze to match the existing lettering. The total assign height should not exceed two to four feet (total height of existing sign) to ensure there is sufficient space between the stucco banding and the sign.

5. Variance request for a proposed fence that will exceed the maximum height of six feet as required by the Development Criteria for Section 60 of Alden Bridge

Robert Sherman

23 South Downy Willow Circle

Lot 6 Block 1 Section 60 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to conditionally approve the fence to meet code and pass inspections. Additionally the staff must modify Neighborhood Criteria to allow the 6' 6" fencing. The motion carried unanimously.

6. Variance request for a proposed fence that will exceed the maximum height of six feet as required by the Development Criteria for Section 60 of Alden Bridge

Ralph Eppler

27 South Downy Willow Circle

Lot 7 Block 1 Section 60 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to conditionally approve the fence to meet code and pass inspections. Additionally the staff must modify Neighborhood Criteria to allow the 6' 6" fencing. The motion carried unanimously.

7. Variance request for a proposed fence that exceeds the maximum height allowed and does not meet the Neighborhood Criteria for Section 35 of Alden Bridge.

Jeffery S Meyer

106 Sunlit Grove Street

Lot 13 Block 2 Section 35 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to approve for a height of the fence not to exceed 10 feet, on the condition the owner must taper the fence to meet the existing fence height at the adjacent property line of 102 Sunlit Grove. Additionally the owner must maintain the existing vegetation in front of the proposed fence in order to screen the view from the street. The motion carried unanimously.

8. Variance request for proposed pool decking that will partially encroach into the rear ten foot easement.  
Bradford & Kristina Ayer

11 Silver Maple Place, The Woodlands, 77382  
Lot 15, Block 1, Section 3 Village of Sterling Ridge

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to approve the pool decking 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.

9. Variance request for a proposed patio cover extension with fireplace that does not respect the rear 20 foot setback.

Michael Johnson  
23 Clare Point Drive  
Lot 6, Block 1, Section 96 Village of Sterling Ridge

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to conditionally approve, meet code and pass inspections. The motion carried unanimously.

10. Variance request for existing pavers and patio that do not respect the side five foot or rear ten foot easement.

Gerald and Anne Werner  
134 North Linton Ridge Circle  
Lot 3 Block 1, Section 34 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to approve the pavers as submitted on the condition the pavers are set in a sand base material and are not mortared. The motion carried unanimously.

11. Variance request for existing play structure that does not respect the rear ten and side five foot easement.

Carlos Alejandro Salazar  
174 North Westwinds Circle  
Lot 1 Block 1, Section 67 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to Disapprove the play structure 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.

12. Consideration and action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the home.  
Mark Randall Mason  
26 Prairie Oak Drive, 77385-3753  
Lot 7 Block 1, Section 15 Village of College Park  
This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg 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.
  
13. Consideration and action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the home.  
Romeo Homes Texas LLC  
11 Bowie Bend Court, 77385  
Homeowner Address: 200 Bellevue Parkway, Suite #210; Wilmington, DE 19809-3703  
Lot 20 Block 1, Section 1 Village of College Park  
This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to withdraw this item from the agenda. 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.  
Ben & Savannah Maxey  
74 Wood Drake Place, 77375-4972  
Lot 51 Block 1, Section 4 Village of Creekside Park West  
This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg 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.
  
15. Consideration and action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the home.  
Lynsey Palmer  
27 Ashworth Court, 77385-3484  
Lot 14 Block 1, Section 12 Village of College Park

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to withdraw this item from the agenda. 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.

Stephanie K Belden

138 East Stedhill Loop, 77384-5072

Lot 29 Block 1 Section 99 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to withdraw this item from the agenda. 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

Cory W. & Amity D. Jeffers

91 Drifting Shadows Court, 77385-3741

Lot 36 Block 2, Section 7 Village of College Park

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg 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.

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

Gabriel Millan Costabile

99 North Bacopa Drive, 77389-4980

Lot 13 Block 6, Section 7 Village of Creekside Park

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg 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 screening the shed with evergreen vegetation from public view) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion 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.

Luis Fernando Michel & Hilda H Gonzalez

3 Pleasant Point Place, 77389-4331  
Lot 53 Block 1, Section 8 Village of Creekside Park

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg 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.

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

John O'Leary  
42 River Ridge Loop, 77389-5340

Lot 3 Block 1, Section 3 Village of Creekside Park

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to withdraw this item from the agenda. 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.

Rey E Gonzalez  
190 Merryweather Place

Lot 11 Block 1 Section 82 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg 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 the seasonal lighting and decorations from public view) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.

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

Jennifer P Bosley  
54 West Twinvale Loop

Lot 30 Block 3 Section 102 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg 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.

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

Donny J & Jennifer J Daw

42 Harmony Hollow Court, 77385-3691

Lot 44 Block 3, Section 11 Village of College Park

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg 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 fence) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.

24. Variance request for a proposed patio cover that does not respect the rear 20 foot setback.

Ryan Clark

22 Inland Prairie Drive

Lot 9 Block 2, Section 9 Village of Creekside Park West

This item was heard by the full committee. The staff provided the committee with a presentation. The owner was not present to address the Committee. The committee reviewed the specifications of the summer kitchen and the impact to adjacent properties. It was then moved by Chris Florack and seconded by Deborah Sargeant to deny the variance as presented and request the owner consider a resubmission that complies with the Standards. The motion carried unanimously.

25. Variance request for a proposed driveway that exceeds the maximum allowed width.

Jeff Formica

22 Heather Bank Place

Lot 21 Block 1, Section 6 Village of Sterling Ridge

This item was heard by the full committee. The staff provided the committee with a presentation. The owner was not present to address the Committee. The committee reviewed the proposed driveway. The committee had concerns regarding the overall driveway width and requested the staff also go back to verify the width of the existing driveway. It was then moved by Ken Anderson and seconded by Chris Florack to deny the variance request as proposed and approve a modified plan to allow a driveway extensions that comply with the driveway border standard or the extension may be equal to the width of the garage doors plus two feet on each side or the width of the garage, whichever is less, for a distance of 18 feet is as measured from the predominant front plane of the garage. After 18 feet the driveway must taper down to the existing driveway width. The motion carried unanimously.

26. Variance request for a proposed patio cover with a summer kitchen that does not respect the rear 40 foot setback.

Kyle Gordley

58 South Benton Woods Circle

Lot 1 Block 2, Section 43 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Chris Florack and seconded by Danie van Loggerenberg to table this item to the meeting of July 1, 2015. The motion carried unanimously.

**V. Public Comments**

There were no public comments.

**VI. Member Comments**

Deborah Sargeant noted that she will not be able to attend the meeting of July 1, 2015.

**VII. Staff Reports**

The staff informed the committee of the details recently provided in their folders regarding the definition of Trademarks and Trade Names.

**VIII. Adjourn**

There being no further business it was moved by Ken Anderson and seconded by Chris Florack to adjourn the meeting at 6:00p.m.