

**Development Standards Committee**

**February 17, 2016 at 5:30 p.m.**

The Woodlands Township

2801 Technology Forest Boulevard

The Woodlands, Texas 77381

Members Present: Deborah Sargeant, Chris Florack, Ken Anderson and Walter Lisiewski

Members Absent: Robert Heineman, Kim Hess and Danie van Loggerenberg

Staff Present: Kim McKenna, Sharlene Novak and Danielle Allen

Legal Counsel: None

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

The meeting was called to order by Chair Deborah Sargeant at 5:32 p.m.

**II. Consideration and action regarding the minutes of the meeting of January 20, 2016**

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

**III. Consideration and Action of the Applications and Covenant Violations in Section VI, 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 2-5, 7, 11, 13, 14, 16-27, 29-33 and 35. Item 10 was tabled and Item 25 was withdrawn. It was moved by Ken Anderson and seconded by Walter Lisiewski to approve the Summary List. The motion carried unanimously.

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

Not Applicable.

**V. Reconvene in Public Session**

Not Applicable.

**VI. Consideration and Action of the Applications and Covenant Violations.**

**1. Variance request for the proposed roof remodel, front porch extension, house remodel and second story balcony modifications that are submitted without the required sealed plans.**

Jane Georges

18 Leisure Lane

Lot 05, Block 01, Section 01 Village of Grogan's Mill

This item was heard by the full committee. The staff provided the committee with a presentation. It was moved by Chris Florack and seconded by Walter Lisiewski to approve the roof remodel, porch extension, house remodel and balcony on the condition the owner must submit additional sealed drawings that define the footing detail and provide an additional modified sealed drawing of the framing and elevation for the roof that notes the pitch of the roof. Additionally, the pitch of the roof should be no less than a 4/12 roof pitch. Revised drawings must be submitted to the staff for final review to determine it meets the committee's conditions of approval. App improvements must meet code and pass final inspection. Additionally the owner must ensure the improvements do not halt or materially impede drainage as defined in the Residential Development Standards. The motion passed unanimously.

2. Consideration and action for the addition of an exit only curb cut which will also require some landscape removal.  
The John Cooper School  
1 John Cooper Drive  
Lot 0230, Block 0592, Section 0060 Village of Indian Springs  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to conditionally approve on the condition additional landscaping is added to each side of the new curb cut, consistent with the Commercial Planning and Design Standards. Approval by this committee does not constitute approval by the additional easement holders or entities. It is the responsibility of the owner to obtain approvals. The motion passed unanimously.
3. Consideration and action for a new building sign.  
McDonald's at Walmart  
3040 College Park Drive  
Lot 9007, Block 0555, Section 0000 Village of College Park  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve as presented in Location 1 as described in the plans and on the condition the owner of the Walmart lot approved of the installation of the logo sign. The motion passed unanimously.
4. Consideration and action of the Development Standards Committee's input regarding the addition of a playground, shade arbor and decorative play equipment and landscape elements at the hospital.  
Memorial Hermann Hospital  
9250 Pinecroft Drive  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve as presented. Approval by this committee does not constitute approval by the additional entities. Owner must obtain approvals by those entities. The motion passed unanimously.
5. Consideration and action for new building sign and hanging interior sign.  
Tiff's Treats Cookie Delivery  
1620 Research Forest Drive  
Lot 9410, Block 0350, Section 1000 Village of Research Forest  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve the building mounted sign on the condition the returns are modified to dark bronze to comply with the criteria and move to deny the interior hanging sign and require the owner display the sign in accordance with the Commercial Planning and Design Standards. The motion passed unanimously.
6. Consideration and action of the Development Standards Committee's input regarding a proposal for an illuminated sign with changing messages in close proximity to residential neighborhoods.  
The Woodlands Recreation Center  
5310 Research Forest Drive  
Lot 0030, Block 0319 Section 0000 Village of Cochran's Crossing  
This item was heard by the full committee. The staff provided the committee with a presentation. It was moved by Deborah Sargeant and seconded by Walter Lisiewski to approve the sign as presented, on the condition the LED lighted message display is restricted to the hours of no earlier than 6a.m. and no later than 11p.m. Central Standards Time. Installation of the sign must be in accordance with the Commercial Planning and Design Standards. The motion passed unanimously.
7. Variance request to allow three temporary banners that exceeds the maximum allowed amount of banners.  
The Woodlands First Baptist Church  
11801 Grogan's Mill Road  
Lot 0500, Block 0599, Section 0006 Village of Grogan's Mill  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve on the condition the temporary banners are not installed prior to March 11, 2016 and must be removed no later than March 28, 2016. Installation of the temporary banners must be in

accordance with the Commercial Planning and Design Standards. Approval by this committee does not constitute approval by the county. It is the owner's responsibility to obtain those approvals. The motion passed unanimously.

8. Variance request for new building sign that includes three lines of copy and a logo that exceeds the maximum size allowed.  
State Farm Insurance  
2520 Research Forest Drive Lot 8003, Block 0547, Section 0999 Village of Research Forest  
This item was heard by the full committee. The staff provided the committee with a presentation. It was moved by Chris Florack and seconded by Deborah Sargeant to approve the sign as presented. Installation of the sign must be in accordance with the Commercial Planning and Design Standards. The motion passed unanimously.
9. Variance request for new building sign.  
Red Salsa Tacos & More  
1440 Sawdust Road  
Lot 0400, Block 0599, Section 0006 Village of Grogan's Mill  
This item was heard by the full committee. The staff provided the committee with a presentation. It was moved by Deborah Sargeant and seconded by Ken Anderson to approve the sign on the condition the exclamation point is removed to comply with the registered business name and require the overall sign height not extend above the parapet cap at the top of the building and must be centered to the storefront. Installation of the sign must be in accordance with the Commercial Planning and Design Standards. The motion passed unanimously.
10. Consideration and action regarding the final plan submission and proposed plans.  
Frost Bank  
201 East Shore Boulevard  
Lot 0272 Block 0547 Section 0006 Village of Town Center  
This item was tabled pending receipt of plan details.
11. Consideration and action for a temporary sign announcing church services.  
Creekside Forest Elementary School/ Unity Circle of Light Church  
5949 Creekside Forest Drive  
Lot 200, Block 509, Section 00 Village of Creekside Park  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve as presented on the condition the temporary banners are installed in accordance with the Commercial Planning and Design Standards. Approval for sign proposal is for one year. Owner must resubmit application in February 2017 for future use and installation of signs. The motion passed unanimously.
12. Consideration and action for approval of proposed painting of two (2) 10 minute parking spots  
QEH Woodlands / Pool Supply Plus  
8000 McBeth Way Suite 115  
Lot 850, Block 499, Section 46 Village of Sterling Ridge  
This item was heard by the full committee. The staff provided the committee with a presentation. It was moved by Chris Florack and seconded by Ken Anderson to conditionally approve the "10 minute parking" painted curb sign, on the condition the paint colors are modified to a white background with black letters. The approval is for two parking spaces only. The motion passed unanimously.
13. Consideration and action for approval of building mounted sign.  
Fishburn Violin Shop  
9420 College Park Drive Suite 220  
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 Walter Lisiewski and seconded by Chris Florack to approve as resubmitted. Installation must be in compliance with the Commercial Planning and Design Standards. The motion passed unanimously.

14. Variance request for proposed wrought iron fence along the rear property line that does not comply with the wood fence required by the Development Criteria.  
Donna Jones  
7 Woodglade Way  
Lot 40 Block 1, Section 17 Village of Creekside Park West  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve as submitted and request staff to modify the neighborhood criteria when drafted to remove the restrictions for those two lots on the corner from the requiring solid wood fencing. Criteria should be resubmitted to the Development Standards Committee for review and final action. The motion passed unanimously.
15. Variance request for a portion of the proposed flagstone patio will not respect the side five foot easement.  
Michael Samick  
98 West Hobbit Glen Drive  
Lot 24 Block 1, Section 76 Village of Alden Bridge  
This item was heard by the full committee. The staff provided the committee with a presentation. It was moved by Chris Florack and seconded by Ken Anderson to deny the variance and require the owner modify the location of the flagstone to respect the easement by placing it further toward the rear of the property. The motion passed unanimously.
16. Variance request for proposed patio cover with summer kitchen that does not respect the 20 foot rear building setback.  
Matthew and Wendy Kovich  
126 Currydale Way  
Lot 6 Block 2, Section 10 Village of Creekside Park West  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to conditionally approve, meet code and pass inspections. Owner must plant and maintain native vegetation to soften and screen the view to the left and rear side adjacent properties. The staff will review upon completion to determine if screening is adequate. The motion passed unanimously.
17. Variance request for proposed putting green that does not respect the five foot side easement and is located more than the five foot encroachment allowed into the rear easement.  
Brent and Elizabeth Chappell  
91 West Horizon Ridge Place  
Lot 12, Block 2, Section 17 Village of Indian Springs (TWA)  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to conditionally approve, on the condition the owner reduces the overall portion of the putting green located in the ten foot rear easement, not to encroach more than 5 feet into the ten foot rear. 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. 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 passed unanimously.
18. Variance request for an existing wood deck that does not respect the rear ten foot easement.  
Charleen B Allen  
7 Veranda Ridge Drive  
Lot 56 Block 1, Section 69 Village of Alden Bridge  
This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Chris Florack to disapprove and consent to delay enforcement, based upon the execution of a memorandum of agreement, requiring the owner to remove the deck 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 deck 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 passed unanimously.

19. Variance request for a proposed driveway extension will exceed the maximum width of 16' allowed for driveway.  
Josh Stevens  
19 Almond Dale Court  
Lot 25 Block 1 Section 73 Village of Alden Bridge  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to conditionally approve, not to exceed 19 feet in width. The border must follow the driveway and curve along the approach at the street edge. The improvement must not encroach into the side easement. The motion passed unanimously.
  
20. Consideration and action to pursue legal action for outstanding Covenant violations.  
Cindy Bales  
86 North Delta Mill Circle  
Lot 10, Block 2, Section 1 Village of College Park (Harpers Landing)  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve the 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 passed unanimously.
  
21. Consideration and action to pursue legal action for outstanding Covenant violations.  
Antonio Enrique Cancino Chavez  
126 South Arrow Canyon Circle  
Lot 23, Block 1, Section 3 Village of Creekside Park  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve the 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 passed unanimously.
  
22. Consideration and action to pursue legal action for outstanding Covenant violations.  
Daniela Casandra Garcia Islas  
6 Mission Bend Place  
Lot 43, Block 1, Section 18 Village of Indian Springs (TWA)  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve the 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 passed unanimously.

23. Consideration and action to pursue legal action for outstanding Covenant violations.

Librado Pola Melendez

14 Galleta Court

Lot 16, Block 2, Section 12 Village of Creekside Park

This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve the 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 submitting a passing final inspection report for the swimming pool) 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 passed unanimously.

24. Consideration and action to pursue legal action for outstanding Covenant violations.

Michael Eric 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 Walter Lisiewski and seconded by Chris Florack to approve the 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 passed unanimously.

25. Consideration and action to pursue legal action for outstanding Covenant violations.

Kimberly Cole

15 N Spring Brook Court

Lot 31, Block 01, Section 02 Village of Sterling Ridge

This item was withdrawn; all covenant violations have been corrected.

26. Request for approval of two child safety signs in the street rights of way.

Ronald J Daigle

19 Sleeping Creek Place

Lot 22 Block 2, Section 81 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to take no action. The Development Standards Committee takes no action on this item as it is out of the Development Standards Committee's jurisdiction. The owner must contact the county and obtain approval by the county for installation of any sign in the Counties' Road Right of Way. The motion passed unanimously.

27. Variance request for a proposed attached patio cover that does not respect the 25 foot rear building line.

Ed and Kaye Rosenquist

22 Freestone Stream Place

Lot 8 Block 5, Section 15 Village of Creekside Park

This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve as presented on the condition the owner submit a final set of sealed plans and complete application to the department for staff to complete final review. Additionally the owner must plant and maintain native vegetation approximately seven feet tall at the time of planting to the rear of the improvement, to soften and screen the view to the adjacent properties. All improvements must comply with code and pass final inspection. The motion passed unanimously.

28. Variance request for concept approval of a proposed attached pool bath and home addition that exceeds the allowed maximum living area per the Development Criteria and the Initial Land Use Designation (ILUD).

Monica Macias Tubilla

83 Birch Canoe Drive

Lot 17 Block 1, Section 20 Village of Creekside Park West

This item was heard by the full committee. The staff provided a presentation noting the location of both improvements and the overall size and design. The property manager was present to address the Committee. It was moved by Chris Florack and seconded by Ken Anderson to disapprove the conceptual proposal as submitted and require the owner modify the plans to:

- Reduce the overall size of the improvements either pool bath and /or exercise room to comply with the maximum amount of living area allowed according to the Initial Land Use Designation.
- The revised proposal must not exceed 4,000 square feet.
- Resubmit a complete application, including fees, sealed plans and marked survey.
- Revised proposal must identify the pitch of the roof and must match the existing roof pitch of the home.

Once the completed application and revised proposal are submitted to the staff, the information will be submitted to the staff for final review and action. The motion passed unanimously.

29. Variance request for a proposed fence that exceeds the maximum height allowed.

Ann Leoni

58 Camber Pine Place

Lot 26 Block 1 Section 61 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve seven foot fencing to properties that adjoin the Del Webb community. Consider allowing other properties that back up to this development be allowed to build at seven foot fencing. The motion passed unanimously.

30. Variance request for a proposed room addition that does not respect the 40 foot rear building setback.

Rahul Salooja & Shivani Salooja

86 South Veilwood Circle

Lot 47, Block 1, Section 65 Village of Sterling Ridge

This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve on the condition the improvements meet code and pass final inspection. Additionally the owner must plant and maintain native evergreen vegetation to soften and screen the view to the adjacent property to the side. The owner must ensure placement of the improvements does not halt or materially impede drainage as defined in the Residential Development Standards. The motion passed unanimously.

31. Variance request for a proposed attached patio cover will not respect the 20 foot rear building setback.

James Tessmer

6 Townsend Place

Lot 42 Block 2, Section 3 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve as presented on the condition the improvement must meet code and pass final inspection. Additionally the owner must plant and maintain native evergreen vegetation to soften and screen the view to the rear. The owner must ensure the improvements do not halt or materially impede drainage as defined in the Residential Development Standards. The motion passed unanimously.

32. Variance request for a proposed attached patio cover will not respect the 20 foot rear building setback.  
John D Hallaron Jr  
98 West Elm Crescent  
Lot 24 Block 1, Section 2 Village of Alden Bridge  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve on the condition the improvement must meet code and pass final inspection. The owner must plant and maintain native evergreen vegetation to soften and screen the view to the adjacent property owners along the side. Additionally the owner must ensure the improvements does not halt or materially impede drainage as defined in the Residential Development Standards. The motion passed unanimously.
33. Variance request for an existing wooden deck that does not respect the rear easement.  
Jack and Yolanda Naranjo  
6 Carmeline Drive  
Lot 3 Block 1, Section 25 Village of Sterling Ridge  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to deny the variance and consent to delay enforcement based upon the execution of a memorandum of agreement requiring the owner to remove the portion of deck out of the easement when the owner no longer owns the home sells or transfers title or when the deck is in disrepair and requires replacement. The memorandum will be recorded at the courthouse and binding on the land. Approval by this committee does not constitute approval by the additional easement holders. It is the owner's responsibility to obtain those approvals and may be subject to removal. Additionally the deck should be made in palletized portions that can easily be removed for access needed. The motion passed unanimously.
34. Variance request for a proposed patio and arbor that does not respect the rear easement and the patio exceeds the maximum allowed hard surface area.  
John Thomson  
91 S Vershire Circle  
Lot 23 Block 3, Section 91 Village of Sterling Ridge  
This item was heard by the full committee. The staff provided the committee with a presentation. It was moved by Deborah Sargeant and seconded by Chris Florack to approve a patio and arbor in the easement on the condition the owner must submit verification of approval from Center Point Energy regarding the encroachment into their 14 foot easement. Approval by this committee does not constitute approval by the additional easement holders or any other entity. It is the owner's responsibility to obtain those approvals and may be subject to removal. Additionally the owner must ensure placement of the improvements does not halt or materially impede drainage as defined in the Residential Development Standards. The motion passed unanimously.
35. Variance request for a pool that does not respect the 25 foot Development Zone.  
Thomas Behnke  
18 Player Pines Court  
Lot 22 Block 1, Section 32 Village of Sterling Ridge  
This item was reviewed under the summary list as presented by staff. It was moved by Walter Lisiewski and seconded by Chris Florack to approve on the condition the owner plant and maintain six thirty -gallon native evergreen trees to reforest the lot. Additionally the 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 passed unanimously.

**VII.** Consideration and action in regard to living area criteria.  
TABLED

**VIII.** Public Comments  
None



**IX. Member Comments**

Walter Lisiewski would like The Woodlands Township staff to identify whether or not any modifications need to be made to the Commercial Planning and Design Standards to address signage that may be related to the Open Carry Laws recently in effect.

Walter Lisiewski would like the committee to begin discussion regarding promulgating rules for fuel storage at residential properties.

Chris Florack would like the staff to begin researching and inquiring about The Woodlands Township's position on drones as it pertains to the standards and covenants.

Deborah Sargeant announced the Joint Session of the RDRC and DSC for Wednesday February 24, 2016 at 5:30.

Deborah Sargeant asked the staff to verify if the recently installed Country Club sign is in compliance with the Conditions of approval.

**X. Staff Reports**

The staff handed out the proposed revision to the Standards and the proposed application form regarding Short Term rental Facilities for review prior to the Joint Session.

**XI. Adjourn**

There being no further business Chair Deborah Sargeant asked for a motion to adjourn. It was moved by Chris Florack and seconded by Ken Anderson to adjourn the meeting at 7:22 p.m.

This building is wheelchair accessible. Handicap parking spaces are available. To request other accommodations call 281-210-3800 or email [ADA@thewoodlandstowship-tx.gov](mailto:ADA@thewoodlandstowship-tx.gov).

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