

**Development Standards Committee**

**July 6, 2016 at 5:30 p.m.**

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

**MINUTES**

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

**Staff Present:** Kimberly McKenna, Sharon Davis and Kathleen Eaton

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

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

**II. Consideration and action regarding the minutes of the meeting of June 1, 2016.**

The minutes were reviewed by the committee. It was then moved by Walter Lisiewski and seconded by Kim Hess to approve the minutes for the meetings of June 1, 2016.

**III. Consideration and Action of the Applications and Covenant Violations in Section VI, recommended for Summary Action.**

This item was reviewed by the committee. The list consisted of items 2, 4-5, 9, 11, 13-17, 19, 20-25, 30 and 31.

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

There was no executive session.

**V. Reconvene in Public Session.**

There was no executive session.

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

1. Variance request for one monument sign and one directional sign.

New Hope Christian Church/ Alden Bridge Preschool

7575 Alden Bridge Drive

Lot 100, Block 490, Section 47 Village of Alden Bridge

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 Danie van Loggerenberg to conditionally approve the monument sign on the condition the street address numbers must be centered or located in the upper corner closest to the street and the Chinese lettering is removed and the logo next to the "Alden Bridge Preschool" is removed. Additionally, the committee approved the directional sign as submitted. The motion carried unanimously.

2. Consideration and action for approval of two monument signs and four building signs and a new sign above the teller window.

Wells Fargo Bank

9901 Woodlands Parkway

Lot 600, Block 78, Section 46 Village of Sterling Ridge

This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to table this item. The motion carried unanimously.

3. Consideration and action to approve the preliminary proposal for additional parking spaces.

Parkwood II Woodlands LLC

10055 Grogan's Mill Road

Lot 0340, Block 0547, Section 0006 Village of Town Center

This item was heard by the full committee. The staff provided the committee with a presentation noting the revised request and the owner's need for additional parking. It was moved by Ken Anderson and seconded by Kim Hess to table this item to allow staff to monitor the site and identify parking needs and rooftop parking availability.

4. Consideration and action for an addition that would allow curbside grocery pickup for customers.

HEB Market Street

9595 Six Pines Drive

Lot 7113, Block 0599, Section 0999 Village of Town Center

This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to approve on the condition the owner resubmit a revised drawing to include the following specifications. 1. The owner must submit verification of the registered name "HEB Curbside" within one year of the permit. If the registered trademark cannot be obtained the owner must remove the sign and seek to obtain approval for a revised plan. 2. Handrail must be installed in accordance with the specifications and painted a dark bronze finish to match the existing railings of the store. 3. The concrete bollard located at the new handicap sign must be painted dark bronze. 4. Install a continuous landscape bed between the specified parking spaces and Grogan's Mill Road, to soften and screen the view of the parking area from the street and for reforestation of the area. Landscaping must include native evergreen in compliance with the Commercial Planning and Design Standards at the time of installation. 5. The window vinyl decal must be white in accordance with the Standards. The motion carried unanimously.

5. Variance request to allow a building sign and a vinyl window decal that includes a name that may not be registered or trademarked.

HEB Market Street

9595 Six Pines Drive

Lot 7113, Block 0599, Section 0999 Village of Town Center

This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to approve on the condition the owner resubmit a revised drawing to include the following specifications. 1. The owner must submit verification of the registered name "HEB Curbside" within one year of the permit. If the registered trademark cannot be obtained the owner must remove the sign and seek to obtain approval for a revised plan. 2. Handrail must be installed in accordance with the specifications and painted a dark bronze finish to match the existing railings of the store. 3. The concrete bollard located at the new handicap sign must be painted dark bronze. 4. Install a continuous landscape bed between the specified parking spaces and Grogan's Mill Road, to soften and screen the view of the parking area from the street and for reforestation of the area. Landscaping must include native evergreen in compliance with the Commercial Planning and Design Standards at the time of installation. 5. The window vinyl decal must be white in accordance with the Standards. The motion carried unanimously.

6. Consideration and action for final plan approval of the proposed parking area and expansion to the central plant.

St. Anthony of Padua Catholic Church

7801 Bay Branch Drive

Lot 0001, Block 0000, Section 0039 Village of Cochran's Crossing

This item was heard by the full committee. The staff provided the committee with a presentation. Representatives for the church, Suzanne Bird and John Clements, and affected neighbors were also present to address the committee. It was moved by Robert Heineman and seconded by Deborah Sargeant to conditionally approve the final plan for the proposed parking area and expansion to the central plant on the following conditions:

- Install an 8 foot solid fence in the forest preserve no more than 18 inches away from the curbs edge of the parking area within the St. Anthony of Padua property and extend the fence all the way along the rear of the property adjacent to the 15 foot forest preserve.
- Install border landscaping between the curb's edge and the fence, to soften the view from between the fence and the parking lot.
- Fence installation must be relocated to extend along the entire rear of the property and should vary in location to allow for more of the forested area greater than the 15 foot forest preserve, in spaces where improvements will not be made, such as behind the church building and behind the sports fields. Final location to be approved

on site with The Woodlands Township Staff and the Development Standards Committee designees Kim Hess and Deborah Sargeant.

- Submit a landscape plan with integrated irrigation in accordance with the Commercial Planning and Design Standards for the reforestation of the forest preserve and installation of landscaped island in the parking area.
- Lights in the parking area must be shielded and installed in accordance with the Commercial Planning and Design Standards.
- Coordinate with the landscape islands along the rear lot boundary in an effort to maintain any existing trees from being removed.
- Upon completion of construction and reforestation: St. Anthony of Padua, must reach out to The Woodlands Joint Powers Agency in an attempt to allow for an increase of vegetation, as needed, between St. Anthony Of Padua and the back slope of the Municipal Utility District's drainage easement.
- The Woodlands Township Staff and Designees of the Development Standards Committee Deborah Sargeant and Kim Hess will perform routine site visits for the installation of improvements and reforestation to the forest preserve.

The motion carried unanimously. All members of the Development Standards Committee were present for the vote.

7. Variance request for a building sign that is not the registered name of the business.

Medical Arts Center II

17350 St. Luke's Way

Lot 7711, Block 0555, Section 0999 Village of College Park

This item was heard by the full committee. The staff provided the committee with a presentation. It was moved by Robert Heineman and seconded by Ken Anderson to allow the pharmacy sign on the condition the lettering be no greater than 12 inches in height and the font must match the font of the existing building sign. The vinyl window decals are required to be removed and the hanging window sign should be setback in accordance with the commercial planning and design Standards. The motion carried unanimously.

8. Variance request for a new building sign, including logo, that exceeds the maximum size allowed.

Kolache Factory

1500 Research Forest Drive

Lot 9380, Block 0350, Section 1000 Village of Research Forest

This item was heard by the full committee. The staff provided the committee with a presentation. The owner was also present to address the committee. It was moved by Kim Hess and seconded by Danie van Loggerenberg to deny as presented and require the owner resubmit with sign specifications that are in compliance with the Commercial Planning and Design Standards, including dark bronze returns, removal of all window graphics and a reduction in the size of the logo and letters. The motion carried unanimously.

9. Variance request for a monument sign panel that may not contain the registered name and logo of the company.

Tarsco

1400 Woodloch Forest

Lot 0310, Block 0599, Section 0999 Village of Town Center

This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to approve on the condition the owner must submit verification of the registered name and logo, no later than one year/ July 6, 2017. If registered trademark logo and registered business name cannot be submitted by, the owner must remove the tenant panel and seek to obtain an approval for an alternate sign in compliance with the Standards and Criteria for the parcel. Additionally the sign company must resubmit a revised plan noting the color specifications for the tenant panel to verify compliance with the Standards and consistency with the existing panels. The motion carried unanimously.

10. Consideration and action regarding the repair and replacement of the existing steel stairwell with PIP concrete formed to match original dimensions.

William S Frazee

28 Waterway Court

Lot 0014, Block 0001, Section 0000 Village of Town Center

This item was heard by the full committee. The staff provided the committee with a presentation, noting the damage to the stair, the location and the platted building line. The owner was also present to address the committee. It was moved by Robert Heineman and seconded by Ken Anderson to approve as submitted on the condition the improvement meets code and passes final inspection. Approval by this committee does not constitute approval by any additional easement holders, the county or the Remington Brownstones Home owners association. It is the owner's responsibility to obtain those approvals and may be subject to removal. The motion carried unanimously.

11. Variance request for a proposed porte-cochere that will encroach into the five foot side yard easement.

Michael R Miller

58 Mystic Lake Circle

Lot 05, Block 01, Section 21 Village of Cochran's Crossing

This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to approve as presented. The improvement must meet code and pass final inspection. 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 for access needed. The owner must ensure placement of the approved improvements must not halt or materially impede drainage as defined in The Residential Development Standards. The motion carried unanimously.

12. Variance request for the proposed room addition that would be located beyond the 15 foot side and 25 foot rear setbacks.

Tamara Spence and Hoa Dang

6 North Longspur Drive

Lot 02, Block 06, Section 45 Village of Grogan's Mill

This item was heard by the full committee. The staff provided the committee with a presentation noting the location of the room addition and the existing improvements on the property. It was moved by Ken Anderson and seconded by Chris Florack to deny as submitted. The committee suggested the home owner consider redesigning the improvements to the opposite side of the lot where the improvements would respect the building setback lines. The motion carried unanimously.

13. Consideration and Action regarding new home construction.

Vernon M Veldekens

25 Doe Run Drive

Lot 01, Block 04, Section 16 Village of Grogan's Mill

This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to withdraw this item from the agenda. The motion carried unanimously.

14. Variance request for the proposed new home construction that would encroach into the side setback.

T Michael Cryer

9 North Longspur Drive

Lot 05, Block 05, Section 45 Village of Grogan's Mill

This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to allow the conceptual proposal to rebuild the new home with the same allowance as the original home, regarding the fifteen foot side setback encroachment. An application and complete sealed drawings must be submitted for final review and action. The motion carried unanimously.

15. Variance request for a proposed driveway widening that will exceed the maximum width allowed and will be constructed of a material which was not considered to be architecturally compatible with the existing driveway when viewed by the Residential Design Review Committee.

Henry U Levan

103 South Meadowmist Circle

Lot 29, Block 04, Section 33 Village of Cochran's Crossing

This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to withdraw this item from the agenda. The motion carried unanimously.

16. Variance request for a proposed driveway widening that will exceed the maximum width allowed.  
Mark W Albers  
31 Chancery Place  
Lot 09, Block 03, Section 46 Village of Cochran's Crossing  
This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to approve on the condition the owner plant and maintain a small landscape bed towards the front of the driveway to soften and screen the view from the street. The owner must ensure placement of the improvements must not halt or materially impede drainage as defined in the Residential Development Standards. The motion carried unanimously.
17. Variance request for a proposed walkway that will exceed the maximum width allowed.  
Mark W Albers  
31 Chancery Place  
Lot 09, Block 03, Section 46 Village of Cochran's Crossing  
This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to approve on the condition the owner maintain the landscaping in the front yard to soften and screen the view towards the street. The owner must ensure placement of the improvements must not halt or materially impede drainage as defined in the Residential Development Standards. The motion carried unanimously.
18. Variance request for the proposed tree removal.  
Jesse L. Webb  
7 Hampton Place  
Lot 23, Block 01, Section 45 Village of Panther Creek  
This item was heard by the full committee. The staff provided the committee with a presentation noting the condition and location of the tree. It was moved by Deborah Sargeant and seconded by Robert Heineman to deny the variance. Committee member Ken Anderson was out of the room at the time of the motion to deny.
19. Variance request for a proposed detached building that would exceed the maximum height allowed for a detached building.  
Kho Shahriar Iqbal  
101 Yewleaf Drive  
Lot 10, Block 02, Section 07 Village of Panther Creek  
This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to approve the allowance to exceed the height by one foot on the condition the owner shifts the storage shed away from the neighboring properties and more to the center of the rear yard, without removing any trees and not located in the easement. It is the owner's responsibility to ensure placement of the improvement does not halt or materially impede drainage as defined in the Residential Development Standards. The motion carried unanimously.
20. Consideration and action of a home business renewal application.  
Cynthia James Bohannon  
15 Dusky Meadow Place  
Lot 21, Block 07, Section 01 Village of Cochran's Crossing  
This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to approve on the condition the business complies with the Home Business Standards. Additionally the business may be revoked at any time if it causes an impact on the neighborhood, for a violation of the Standards, or by action of the committee. The Home Business is approved for 2 years. The owner must apply for a business renewal in July 2018. The motion carried unanimously.
21. Variance request for an existing color change to the shutters that was not found to be compatible with the home or the neighborhood, when it was reviewed and acted on by the Residential Design Review Committee.  
James D Orum

47 West Placid Hill Circle  
Lot 63, Block 02, Section 03 Village of Cochran's Crossing

This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to approve the color change as submitted. The motion carried unanimously.

22. Variance request for an existing concrete swale that is located within the five foot side, ten foot front, and 20 foot drainage easements.

Dotty Iversen  
2716 Timberjack Place

Lot 13, Block 06, Section 06 Village of Grogan's Mill

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

23. Variance request for the existing garage door that was not considered to be architecturally compatible with the home and neighborhood, when it was reviewed and acted on by the Residential Design Review Committee.

Daniel Merlo  
7 Greeningdon Street

Lot 06, Block 02, Section 12, Village of Panther Creek

This item was heard by the full committee. The staff provided the committee with a presentation noting the improvement on the property and example of existing homes in the neighborhood. It was moved by Deborah Sargeant and seconded by Chris Florack to table this item and allow the committee an opportunity to review the property at a site visit. The motion carried unanimously.

24. Variance request for the existing front door which is not considered to be architecturally compatible with the home and neighborhood, when it was reviewed and acted on by the Residential Design Review Committee.

Daniel Merlo  
7 Greeningdon Street

Lot 06, Block 02, Section 12, Village of Panther Creek

This item was heard by the full committee. The staff provided the committee with a presentation noting the improvement on the property and the surrounding homes. It was moved by Deborah Sargeant and seconded by Chris Florack to table this item and allow the committee to visit the property. The motion carried unanimously.

25. Variance request for an existing fence that is not set back three feet from the front façade of the dwelling.

John D Wingo  
15 Hornsilver Place

Lot 29, Block 01, Section 07 Village of Cochran's Crossing

This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to approve as presented on the condition the owner plants and maintains vegetation to soften the view from the street. The motion carried unanimously.

26. Variance request for the existing solar panel pipe color that does not match and is not compatible with solar panels, roof, siding, or trim color, which is not in accordance to the Residential Standards.

Paul A. Hanslik  
6 South Buck Ridge

Lot 10, Block 03, Section 29 Village of Panther Creek

This item was heard by the full committee. The staff provided the committee with a presentation. Affected neighbors were also present to address the committee. It was moved by Deborah Sargeant and seconded by Chris Florack to table the item until the committee can study the solar piping requirements and has an opportunity to perform a site visit to the home and adjacent properties.

27. Variance request for an existing fence that is constructed with the unfinished side visible to an adjacent property or tract of land and does not meet the requirements of the Neighborhood Criteria for the lot.

Larry Wayne Smith  
18 Cedar Chase Place

Lot 05, Block 02, Section 06 Village of Cochran's Crossing

This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to table this item due to a family matter and allow the owner additional time for arrangements. The motion carried unanimously.

28. Variance request for the existing artificial turf that is not an acceptable landscape material.

Bryan George

9 Vinebrook Road

Lot 03, Block 02, Section 62 Village of Grogan's Mill

This item was heard by the full committee. The staff provided the committee with a presentation noting the artificial turf in the rear, the substrate material and the concerns from affected neighbors. It was moved by Chris Florack and seconded by Danie van Loggerenberg to approve the artificial turf as presented. The motion carried unanimously. It was noted that the boat was considered in violation and the staff noted they would continue to pursue the item as a violation.

29. Variance request for the existing attic conversion that was completed without obtaining an approval and was submitted without plans.

Bryan George

9 Vinebrook Road

Lot 03, Block 02, Section 62 Village of Grogan's Mill

This item was heard by the full committee. The staff provided the committee with a presentation noting the improvement and the responses to the improvements. It was moved by Chris Florack and seconded by Danie van Loggerenberg to approve on the condition that the improvement meets current code and passes all inspections. The motion carried unanimously.

30. Variance request for the existing attic conversion that was completed without obtaining an approval and was submitted without the required sealed plans.

Norbert J and Blanca Solis

115 North Deerfoot Circle

Lot 25, Block 02, Section 28 Village of Grogan's Mill

This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to approve as presented on the condition the owner must meet code and pass a final inspection. The motion carried unanimously.

31. Variance request for an existing trash cart screen that is not setback three feet from the front façade of the dwelling.

Matthew Christopher Small

24 Fairmeade Bend Drive

Lot 05, Block 01, Section 16 Village of Panther Creek

This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Kim Hess to approve as presented on the condition the area is maintained in good order and repair and the trash and recycle carts are stored behind the screen in accordance with the Standards. The motion carried unanimously.

32. Variance request for an existing fountain that encroaches into the side and rear easements.

Matthew Christopher Small

24 Fairmeade Bend Drive

Lot 05, Block 01, Section 16 Village of Panther Creek

This item was heard by the full committee. The staff provided the committee with a presentation. It was moved by Kim Hess and seconded by Danie van Loggerenberg to deny the variance and require the fountain be removed. The motion carried unanimously.

**VII. Request for consideration and action related to compliance deposits for Regal Pools 6425 FM 2920 Spring TX 77379.**

DSC Posted Agenda 07-06-16

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

**This item was reviewed by the full committee.** Representatives from Regal Pools were present to address the committee. The staff provided a presentation of improvements since the requirement for the additional compliance deposit. It was then moved by Deborah Sargeant and seconded by Danie van Loggerenberg to approve the allowance for a standards compliance deposit for improvements constructed by Regal Pools.

**VIII. Consideration and action regarding adoption of Residential Development Standards related to business use and short term rental facilities.**

Deborah Sargeant reminded the committee that the next meeting would be Friday, July 8, 2016 at 8:00 a.m.

**IX. Public Comments**

There were no public comments.

**X. Member Comments**

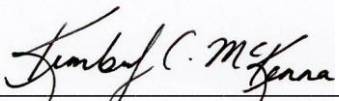
Walter Lisiewski inquired about the ongoing construction of the Longspur property. Kimberly McKenna responded that the construction is moving along and that there have been no neighbor complaints. Walter Lisiewski also asked about the sign on Grogan's Mill and inquired about artificial turf types and materials.

**XI. Staff Reports**

There were no staff reports.

**XII. Adjourn**

There being no further business it was moved by Chris Florack and seconded by Ken Anderson to adjourn the meeting at 8:13 p.m. The motion carried unanimously.

  
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Property Compliance Manager  
For The Woodlands Township

