

Development Standards Committee

August 3, 2016 at 5:30 p.m.

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

MINUTES

Members Present: Robert Heineman, Ken Anderson, Kim Hess, Danie van Loggerenberg, and Walter Lisiewski

Staff Present: Kimberly McKenna, Neslihan Tesno, Sharon Davis and Chris Feist

I. Welcome/Call Meeting to Order.

The meeting was called to order by Robert Heineman at 5:33 p.m.

II. Consideration and action regarding the minutes of the meeting of July 6, 2016.

The minutes were reviewed by the committee. It was then moved by Walter Lisiewski and seconded Danie van Loggerenberg to approve the minutes for the meetings of July 6, 2016. Kim Hess was not present for the vote. The motion carried.

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 3, 8-11, 13, 14, 16, 18, 22-23, 25, 27 and 29-34.

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. Consideration and action for approval of allowing a Civil Engineer to submit plans.

Houton Jalayer

Marsh/Jalayer & Associates

This item was heard by the full committee. The staff provided the committee with information regarding his civil engineer license and structural background. It was moved by Ken Anderson and seconded by Kim Hess to approve Houton Jalayer, P.E. (civil) to stamp plans for improvements on Residential Properties with his current seal and designated branch without requiring a variance for the use of his existing seal, per the standards on the condition he remains an active registered engineer licensed by the State of Texas. The motion carried unanimously.

2. Consideration and action in regard to a possible violation for a disabled vehicle requested for review by an adjacent neighbor at 63 North Old Cedar Circle.

Dulce M Blanco

65 North Old Cedar Circle

Lot 28 Block 1 Section 19 Village of Alden Bridge

This item was heard by the full committee. The neighbor was present to address the committee. Neighbor, Alan Richel requested the committee to review a vehicle that sits in the neighbor's driveway and consider it disabled. Staff did not consider it a violation since it does not appear to be disabled even though it is located in the driveway and does not appear to move – there are no flat tires or any indication that it is disabled. It was moved by Walter Lisiewski and seconded by Kim Hess to table the motion and directed staff to contact owner to determine if the car was operational. The motion passed unanimously.

3. Consideration and action for approval of a monument sign

Retreat at The Woodlands Luxury Apartments

4400 College Park Drive

Lot 100 Block 51 Section 67 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 Danie van Loggerenberg to conditionally approve, Logo/Logotype must be registered with the USPTO within one (1) year of this conditional approval (date). If not registered with the USPTO at that time, applicant will be required to remove this conditionally approved panel/logo and replace with a panel using standard Arial or Helvetica font until such time as the applicant can provide certification from the USPTO of a registered logo/logotype. By accepting this conditional approval the applicant agrees to the terms outlined here. Please see additional notes below and on the following pages.

1. The address number should also be illuminated; location of address sign must comply with The Woodlands Commercial Planning and Design Standards.

2. Internal illumination is approved.

All revisions should be submitted to the staff for review and verification of the Committee's conditions of approval. The motion carried unanimously.

4. 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 heard by the full committee. The teller window sign withdrawn. A representative was present to address the committee. It was moved by Ken Anderson and seconded by Danie van Loggerenberg to approve the two building signs: as submitted. Must comply with The Woodlands Commercial Planning and Design Standards, Conditional approve the monument sign:, background of monument sign to be Sherwin Williams "Toasty" (SW6095) Formal planting area, not more than eight (8) feet wide, must be installed, irrigated, and maintained around any [new] monument sign and Graphics must be push through letters and/or logos. Improvements must comply with The Woodlands Commercial Planning and Design Standards. The motion passed unanimously.

5. Consideration and action for the addition of two monument sign face replacements, one building sign replacement, directional, informational and parking sign replacements and a new sign above the teller window.

Wells Fargo Bank

4880 W. Panther Creek Drive

Lot 0325, Block 0045, Section 0040 Village of Panther Creek

This item was heard by the full committee. The staff provided the committee with a presentation. Representatives for the bank were present to address the committee. It was moved by Kim Hess and seconded by Danie van Loggerenberg to approve on the condition a landscaped bed is installed around the monument signs in accordance with the Commercial Planning and Design Standards. Additionally, the sign must remain externally illuminated and the proposal for an internally illuminated sign is not approved. The motion carried unanimously.

6. Consideration and action to replace an existing awning.

Wells Fargo Bank

4880 W. Panther Creek Drive

Lot 0325, Block 0045, Section 0040 Village of Panther Creek

This item was heard by the full committee. The staff provided the committee with a presentation. Representatives for the bank were present to address the committee. It was moved by Kim Hess and seconded by Danie van Loggerenberg to approve on the condition the awning color is modified to a muted earth tone color consistent with the previously acted on color for the sign package. Additionally the "CLEARANCE" sign should be redirected in size and the frame work for the awning over the Drive Through ATM window must be painted to match the color approved for the Awning. Installation is in accordance with the Commercial Planning and Design Standards and that the awning is a cocoa color and reduced in size. The motion carried unanimously.

7. Consideration and action for the addition of a blade sign.

Churrascos

21 Waterway Avenue

Lot 2629, Block 0599, Section 0999 Village of Town Center

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 Robert Heineman to approve as presented on the revised plans. Installation must be in accordance with the Commercial Planning and Design Standards. The height of the sign must not exceed the height of the existing structural post. The motion carried unanimously.

8. 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 reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Danie van Loggerenberg to deny the variance as requested and consider applying for a shade structure to accommodate use of the top floors. The motion carried unanimously.

9. Consideration and action for the reconfiguration of the existing parking lot, landscaping that includes lighting, a walkway canopy and water feature/ fountain that includes the company name and logo.

Woodforest Bank

25231 Grogan's Mill Road

Lot 9010, 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 Ken Anderson and seconded by Danie van Loggerenberg to approve on the condition the fountain uses "Woodforest" and the monument sign must match the sign located in the fountain in front of the building. The motion carried unanimously.

10. Consideration and action for concept plan to update an existing monument sign.

Woodforest Bank

25231 Grogan's Mill Road

Lot 9010, 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 Ken Anderson and seconded by Danie van Loggerenberg to approve on the condition the sign is modified to show the street number only and removes the street name. Installation of the street number must be installed in accordance with the Commercial Planning and Design Standards and final plans must be submitted for staff review to meet the Committee's conditions of approval. The monument sign must be externally illuminated. The motion carried unanimously.

11. Variance request for a sign package for an apartment complex that includes directional, leasing center, directory, apartment numbers and hours signs.

Boardwalk at Town Center

2203 Riva Road

Lot 9412, Block 0547, Section 0060 Village of Town Center

This item was reviewed under the summary list as presented by staff. A representative was present to address the committee. It was moved by Ken Anderson and seconded by Danie van Loggerenberg to conditionally approve the sign package other than the LEASING CENTER sign on the following conditions:

The logo and logo type must be registered within one year of the permit approval and verification must be submitted to the staff for verification. If not registered with the USPTO at that time, applicant will be required to remove this conditionally approved panel/logo and replace the sign(s) using standard Arial or Helvetica font until such time as the applicant can provide certification from the USPTO of a registered logo/logotype. By accepting this conditional approval the applicant agrees to the terms outlined here. The building address and Unit Number Identification sign must be reduced in overall size and only provide the building numbers on each building as currently displayed. The range of apartment numbers should be restricted to the interior of the complex.

Move to deny the variance request for the internally illuminated LEASING CENTER building sign and suggest the owner resubmit a plaque sign without illumination;

All revisions should be submitted to the staff for review and verification of the Committee's conditions of approval. The motion carried unanimously.

12. Variance request for a monument sign contains a name and logo that are not registered and a logo exceeds the size allowed.

Boardwalk at Town Center

2203 Riva Road

Lot 9412, Block 0547, Section 0060 Village of Town Center

This item was heard by the full committee. Representatives for the Boardwalk at Town Center were present to address the Committee. It was moved by Kim Hess and seconded by Walter Lisiewski to conditionally approve the monument sign on the condition the street number is installed in accordance with the Commercial Planning and Design Standards and must include only the building number of the leasing office. The street numbers should be installed on the front of the sign in order to internally illuminate them. The logo and logo type must be registered within one year of the permit approval and verification must be submitted to the staff for verification. If the applicant is unable to obtain a registered trademark logo from the United States Patent and Trademark Organization the owner must remove the sign and resubmit an application for review. All revisions should be submitted to the staff for review and verification of the Committee's conditions of approval.

The motion carried unanimously.

13. Variance request for a sign package for an apartment complex that includes directional, directory, parking, and hours signs.

Plantation at The Woodlands Luxury Apartments

3720 College Park Drive

Lot 9500, Block 0388, Section 0067 Village of College Park

This item was reviewed under the summary list as presented by staff. A representative for the Plantation at The Woodlands was present. It was moved by Ken Anderson and seconded by Danie van Loggerenberg to approve on the condition the Logo/Logotype must be registered with the USPTO within one (1) year of this conditional approval (date). If not registered with the USPTO at that time, applicant will be required to remove this conditionally approved panel/logo and replace the sign(s) using standard Arial or Helvetica font until such time as the applicant can provide certification from the USPTO of a registered logo/logotype. By accepting this conditional approval the applicant agrees to the terms outlined here. All ground mounted directional signs must be installed so that the total installed height does not exceed four feet above natural grade. All revisions should be submitted to the staff for review and verification of the Committee's conditions of approval. The motion carried unanimously.

14. Variance request for a monument sign contains a name and logo that are not registered.

Plantation at The Woodlands Luxury Apartments

3720 College Park Drive

Lot 9500, Block 0388, Section 0067 Village of College Park

This item was reviewed under the summary list as presented by staff. A representative for the Plantation at The Woodlands was present. It was moved by Ken Anderson and seconded by Danie van Loggerenberg approve on the condition the Logo/Logotype must be registered with the USPTO within one (1) year of this conditional approval (date). If not registered with the USPTO at that time, applicant will be required to remove this conditionally approved panel/logo and replace the sign(s) using standard Arial or Helvetica font until such time as the applicant can provide certification from the USPTO of a registered logo/logotype. By accepting this conditional approval the applicant agrees to the terms outlined here. Additionally the monument sign is approved on the condition the sign is internally illuminated and the street address is relocated to the center of the sign and illuminated. The committee suggests the owner consider the street address numbers in lieu of the logo. All revisions should be submitted to the staff for review and verification of the Committee's conditions of approval.

The motion carried unanimously.

15. Variance request for a building sign that incorporates a portion of the registered trademarked logo.
Beaux Toes
4747 Research Forest Drive
Lot 0100, Block 0687, Section 0047 Village of Cochran's Crossing
This item was heard by the full committee. The staff provided the committee with a presentation. The owner was present to address the committee. It was moved by Kim Hess and seconded by Walter Lisiewski to approve as presented. The motion carried unanimously.
16. Variance request to allow a fence that is proposed to be located over the property line.
The Woodlands Community Presbyterian Church
4881 W. Panther Creek
Lot 0305, Block 0045, Section 0040 Village of Panther Creek
It was moved by Ken Anderson and seconded by Danie van Loggerenberg to withdraw this item from the agenda. The motion carried unanimously.
17. Variance request to replace and relocate existing fence so that fence is immediately adjacent to sidewalk.
1202 N. Millbend Road
The Woodlands Christian Church
Lot 0230, Block 0599, Section 0036 Village of Grogan's Mill
This item was heard by the full committee. The staff provided the committee with a presentation. Representatives from the church were present to address the committee. It was moved by Kim Hess and seconded by Ken Anderson to approve as presented. The motion carried unanimously.
18. Variance request of the concept plan to allow for less than the required number of parking spaces for an existing restaurant site.
3085 College Park LP
3085 College Park Drive
Lot 9058, Block 0555, Section 0000 Village of College Park
This item was reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Danie van Loggerenberg to approve the variance for less parking spaces than the minimum parking ratio requirements specified in the Commercial Planning and Design Standards and deny a proposal for any additional proposed spaces, and allow the existing parking and monitor the existing parking to see if it accommodates the two restaurants or if it will require additional spaces in the future. The motion carried unanimously.
19. Variance request for a building sign that does not include trademarked colors.
9 Round 30 Min Kickbox Fitness
4775 W. Panther Creek Drive
Lot 0285, Block 0045, Section 0040 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 Ken Anderson to approve as presented. Installation must be in accordance with the Commercial Planning and Design Standards. The motion carried unanimously.
20. 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. It was moved by Kim Hess and seconded by Danie van Loggerenberg to approve as presented. The motion carried unanimously.
21. 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. It was moved by Kim Hess and seconded by Danie van Loggerenberg to approve as presented. The motion carried unanimously.

22. 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 reviewed under the summary list as presented by staff. It was moved by Ken Anderson and seconded by Danie van Loggerenberg to table this item. The motion carried unanimously.
23. 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 Danie van Loggerenberg to table this item. The motion carried unanimously.
24. Variance request for existing and proposed driveway border that exceeds the maximum width allowed and encroaches into the five foot side easement.
Zhuming Ye
39 East Ruplecreek Place
Lot 27, Block 02, Section 31 Village of Cochran's Crossing
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 Robert Heineman and seconded by Ken Anderson to approve a driveway widening that encroaches into the five (5) foot side yard easement on the condition the owner must pour concrete to match the existing driveway. The motion carried unanimously.
25. Variance request for the proposed patio cover and related gas fireplace that would be located beyond the seven foot side setback.
Elizabeth Gibson
19 Huntsman's Horn Circle
Lot 09, Block 01, Section 35 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 Danie van Loggerenberg to approve as presented on the condition the elevation drawings are revised to represent the fireplace and the improvement meets code and passes final inspection. Additionally the owner must maintain the existing vegetation at the side of the property to soften and screen the view to the adjacent lot. The owner must ensure the placement on the improvements does not halt or materially impede drainage as defined in the Residential Development Standards. The motion carried unanimously.
26. Variance request for a storage building that is located in the side and rear easements and exceeds the maximum square footage and height allowed for storage buildings.
Vladimir Paderin
43 Rockridge Drive
Lot 01, Block 04, Section 01 Village of Indian Springs
This item was heard by the full committee. The staff provided the committee with a presentation. The owner was present to address the committee. It was moved by Danie van Loggerenberg and seconded by Walter Lisiewski to deny the variance as presented. The motion carried unanimously.

27. Variance request for an existing fence that is constructed with the unfinished side facing outward to the adjoining tract of land.
Jennifer Bussell
8 Fallenstone Drive
Lot 19, Block 04, 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 Danie van Loggerenberg deny the variance and require the fence is modified to comply with the Residential Development Standards regarding face orientation and allow the owner 1 year to come into compliance with the conditions of approval. The motion carried unanimously.
28. Variance request for an existing storage building that exceeds the maximum height allowed for buildings that are located within an easement and are constructed of materials that do not match the dwelling.
Brian J Griffin
15 North Morning Cloud Circle
Lot 12, Block 03, Section 20 Village of Cochran's Crossing
This item was heard by the full committee. The staff provided the committee with a presentation. The owner and affected neighbor were present to address the committee. It was moved by Kim Hess and seconded by Walter Lisiewski to deny the variance and consent to delay enforcement based upon the execution of a memorandum of agreement requiring the owner remove the storage shed when the owner no longer owns the home, sells or transfers title or when the garage is in disrepair and requires replacement, whichever occurs first. The memorandum will be recorded at the courthouse and binding on the land. Additionally, the owner must plant a minimum of three (3) native evergreen shrubs which should be seven (7) feet tall at time of planting to soften view of shed from adjacent properties. Improvements must not halt or materially impede drainage as defined in the Residential Development Standards. The motion carried unanimously.
29. Variance request for existing walkway and patio that encroach into the five foot side and ten foot rear yard easements.
Brian J Griffin
15 North Morning Cloud Circle
Lot 12, Block 03, Section 20 Village of Cochran's Crossing
This item was reviewed under the summary list as presented by staff. The owner and affected neighbor were present to address the committee. It was moved by Ken Anderson and seconded by Danie van Loggerenberg to approve on the condition the owner must not halt or materially impede drainage as defined in the Residential development Standards. 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. The motion carried unanimously.
30. Variance request for an existing rear eight foot fence that does not step down to meet neighbor's six foot fence, as required in the conditions of approval.
Donald C. Backer
26 South Berryline Circle
Lot 53, Block 02, Section 35 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 Danie van Loggerenberg to table this item. The motion carried unanimously.
31. Variance request for an existing fence that is not set back three feet from the front façade.
Wayne Dreier Jr
6 Stony Run Place
Lot 26, Block 06, 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 Danie van Loggerenberg to approve as presented on the condition the owner plant one more native

evergreen shrub closest to the house and fence and maintain the newly planted vegetation in front of the fence that will soften and screen the view to the street. The motion carried unanimously.

32. Consideration and action to proceed with legal action, regarding existing violations on the home.

Johnny Martinez

11923 South Red Cedar Circle

Lot 07, Block 01, Section 03 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 Danie van Loggerenberg to withdraw this item. The motion carried unanimously.

33. Consideration and action to proceed with legal action, regarding existing violations on the home.

Jennifer Wright

2715 S Millbend Drive

Lot 12, Block 01, Section 09 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 Danie van Loggerenberg to withdraw this item. The motion carried unanimously.

34. Consideration and action to proceed with legal action, regarding existing violations on the home.

Cynthia Kay Willbanks

2 Cross Fox Lane

Lot 08, Block 01, Section 11 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 Danie van Loggerenberg to approve the pursuit of legal action; and authorize our attorneys and staff to notify the owner of the Committee's action, what is required to cure the violations and establish a reasonable timeframe for resolution. Correspondence will include that failure to correct these violations will result in a lawsuit filed and a 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.

VII. Consideration and Discussion regarding the status of the development of St. Anthony of Padua

This item was not discussed at this meeting.

VIII. Public Comments

Jacob Gorsky addressed the Committee in regards to concerns related to covenant issues at adjacent properties. The Committee listened to the home owner's concerns.

IX. Member Comments

Walter Lisiewski asked about the solar panel piping at 6 South Buck Ridge. Deborah Sargeant requested the staff work with Mr. Gorsky to place his item on the agenda and determine an acceptable meeting date that would allow him to attend.

X. Staff Reports

There were no staff reports.

XI. Adjourn

There being no further business it was moved by Ken Anderson and seconded by Kim Hess to adjourn the meeting at 7:34 p.m. The motion carried unanimously.