

**Development Standards Committee**

**September 7, 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, Danie van Loggerenberg, and Walter Lisiewski

**Staff Present:** Kimberly McKenna, Neslihan Tesno, Danielle Allen, Kathleen Eaton, and Sharon Davis

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

The meeting was called to order by Deborah Sargeant at 5:31 p.m.

**II. Consideration and action regarding the minutes of the meeting of August 3, 2016.**

The minutes were reviewed by the committee. It was then moved by Walter Lisiewski and seconded by Danie van Loggerenberg to approve the minutes for the meeting of August 3, 2016. Chris Florack was not present at the August 3<sup>rd</sup> meeting and abstained. 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 1, 2, 10 – 22, 24, 29-35, 41 – 47. It was moved by Ken Anderson and seconded by Danie van Loggerenberg to approve the summary items. The motion carried.

**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 proposed building mounted sign.

Ria's Liquor

30340 FM 2978 Road Suite 120

Lot 220, 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 Danie van Loggerenberg to conditionally approve the building sign which shall stand off from the wall 2" with neoprene stand off and must comply with The Woodlands Commercial Planning and Design Standards. Reminder - All vinyl window graphics must be reviewed and approved prior to installation. The motion carried unanimously.

2. Consideration and action for proposed building mounted sign.

Nutty Scientists

8000 McBeth Way Suite 165

Lot 850, Block 499, 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 Danie van Loggerenberg to approve upon the following conditions: 1) Prep sign surface prior to installation (i.e. patch and paint existing holes, power wash as needed). 2) All building penetrations shall be sealed and watertight with mounting brackets or fasteners not visible. 3) Plexiglass faces on "Nutty

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Scientists” letters to be white. 4) Allow larger logo – 2” above and below the letters. Improvements must comply with The Woodlands Commercial Planning and Design Standards. The motion carried unanimously.

3. Consideration and action for approval for major remodel of building exterior, drive thru lanes, parking and variance for building signage.

McDonald’s USA

6730 Woodlands Parkway

Lot 400, Block 592, Section 0 Village of Sterling Ridge

This item was heard by the full committee. The staff provided the committee with a presentation of the proposed improvements. A representative for McDonald’s was present to address the committee. It was moved by Robert Heineman and seconded by Ken Anderson to approve the proposed remodel on the following conditions: In regard to DRC recommendations, the “M” sign on south elevation is not approved; the McDonald’s sign on the North elevation is not approved and it is recommended to keep the McDonald’s sign on the left. Other conditions include: 1) Do not remove existing parking lot island, keep as existing. 2) New landscape areas to include ornamental grasses and shrubs, no sod. 3) For all signs, returns of letters and graphics must be dark bronze, black or match the color of the letter face.

Base color of Menu Board Sign to match or tie into the design of other drive through sign elements. The motion carried unanimously.

4. Variance request for an existing driveway that exceeds the maximum width allowed and does not respect the side five foot easement.

Josh Loftus

2 Camplight Court

Lot 01 Block 02, Section 24 Village of Creekside Park

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 deny the variance as presented. The motion carried unanimously.

5. Appeal request by an affected neighbor at 22 Serenity Woods Place of the Development Standards Committee’s conditions for an outdoor living area located at 47 South Taylor Point Drive that encroaches into the rear setback and paving that exceeds the maximum amount of hard surface area allowed.

Edward D Arens

47 South Taylor Point Drive

Lot 36 Block 03, Section 13 Village of Alden Bridge

This item was heard by the full committee. The staff provided the committee a presentation. The affected neighbors were present to address the committee. It was moved by Deborah Sargeant and seconded by Walter Lisiewski to table this item for a site visit by the committee members. The owner must cease all construction. This will be placed on the September 21<sup>st</sup> agenda to be reviewed. The motion carried unanimously.

6. Variance request for a monument sign design element

Retreat at The Woodlands

4400 College Park Drive

Lot 100, Block 51, Section 67 Village of Alden Bridge

This item was heard by the full committee. The staff provided the committee with a presentation. Representatives for Retreat at The Woodlands were present to address the committee. It was moved by Chris Florack and seconded by Danie van Loggerenberg to table this item to allow the owner to reconfigure the sign and coordinate with the United States Patent and Trademark Organization regarding the owner’s consideration for the addition of “Luxury Apartments” to the registered name. The motion carried unanimously.

7. 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 Row  
Lot 9412, Block 0547, Section 0060 Village of Town Center

This item was heard by the full committee. The staff provided the committee with a presentation. Representatives for the Boardwalk at Town Center were present to address the committee. It was moved by Chris Florack and seconded by Ken Anderson to allow the non-lit "Leasing Center" sign with 10 inch letter height above the office entry door as presented. In addition, the Building Address Number Signs were approved as follows: Increase the building number to 12 inch height per the Fire Marshal written standard and mount in a visible location. The apartment range numbers should be mounted separately adjacent to the security access panels. Additionally, the Directory sign is approved to be 5 feet in height. The motion carried unanimously.

8. Variance request to allow a design element that is not a registered logo on new signs for an apartment complex including monument, directional, directory, parking, and hours of operation signs.  
Plantation at The Woodlands Luxury Apartments  
3720 College Park Drive  
Lot 9500, Block 0388, Section 0067 Village of College Park  
This item was heard by the full committee. The staff provided the committee with a presentation. Representatives for the apartments were present to address the committee. It was moved by Robert Heineman and seconded by Chris Florack to approve the proposed monument sign version that only includes the registered name of the business. The design element is not approved. The design element is approved to be used on the signs on the interior of the property. The motion carried unanimously.
9. Variance request regarding 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. The owners were also present to address the committee. It was moved by Robert Heineman and seconded by Danie van Loggerenberg to approve the solar panels as presented noting the modified color. Chris Florack, Deborah Sargeant and Walter Lisiewski were opposed to the motion. The motion did not carry. It was then moved by Deborah Sargeant and seconded by Chris Florack to table this item to review with legal counsel before making a final decision. The motion carried unanimously.
10. Variance request for the addition of a tagline description on previously approved building signs.  
Churrascos  
21 Waterway Avenue  
Lot 2629, 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 Danie van Loggerenberg to approve as presented. The sign must be installed in accordance with the Commercial Planning and Design Standards. The motion carried unanimously.
11. Variance request to replace a monument sign panel that includes more than one tenant name and would have a total of five tenants noted.  
TriEagle Energy/Crius Energy  
2620 Technology Forest Boulevard  
Lot 9145, Block 0547, Section 0999 Village of Research Forest  
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 revised plan as presented. The motion carried unanimously.
12. Variance request for a building sign that exceeds the maximum height allowed and also includes a cabinet sign.  
Salata The Next Generation Salad Bar

3091 College Park Drive

Lot 9051, 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 as presented. The motion carried unanimously.

13. Consideration and action for the remodeling to the existing entrance that includes blackout film on a portion of the windows.

Salata The Next Generation Salad Bar

3091 College Park Drive

Lot 9051, 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 as presented. The motion carried unanimously.

14. Consideration and action for the preliminary approval of an exterior remodel of an existing restaurant.

Taco Bell

3103 College Park Drive

Lot 9057, 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 these plans as final plans on the condition the landscaped bushes on the right side elevation remain and the owner plant and maintain additional native evergreen vegetation to the existing landscaped area. Require the forest preserve is reviewed in accordance with the Commercial Planning and Design Standards. The motion carried unanimously.

15. Variance request for new sign package that includes a new monument sign panel that does not match the building signs proposed.

Taco Bell

3103 College Park Drive

Lot 9057, 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 on the condition the monument sign is installed with address numbers that are lit at night. The acrylic Opaque Face Panel must be a medium Grey PMS 424 color and maintain the existing monument structure. The internal illumination must be restricted to the logo, company name and the address numbers. The grey background is not approved for internal illumination. Installation must be in accordance with the Commercial Planning and Design Standards, including but not limited to, landscaped beds and view corridors. The motion carried unanimously.

16. Variance request for a new sign package that includes a new building sign that does not match the monument sign.

Taco Bell

3103 College Park Drive

Lot 9057, 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 building signs as presented on the condition the welcome sign is not approved and must be removed. The motion carried unanimously. approve the building signs as presented on the condition the welcome sign is not approved and must be removed.

17. Consideration and action for the new tenant proposed for an existing storefront that includes signage.

Suit Supply

9595 Six Pines Drive

Lot 7111, 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 Danie van Loggerenberg to approve on the condition the raceway must be painted to match the façade of the building. Installation must be in accordance with the Commercial Planning and Design Standards. The motion carried unanimously.

18. Consideration and action of applications from Crown Castle NG Central LLC, to replace existing street light poles with new light poles that will contain a small cell network. New nodes are proposed in the following locations:

- #1 – Six Pines Drive, north of Lake Woodlands
- #2 – Grogan’s Mill Road, south of Lake Front Circle
- #3 – Lake Front Circle, north of Lake Woodlands Drive
- #4 - Lake Woodlands Drive, West of Grogan’s Mill Road
- #5 – Six Pines Drive, north of Lake Robbins
- #6 – Woodloch Forest Drive, north of Lake Robbins Drive

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 replacement of the 6 previously designated light poles with 6 applicant-manufactured custom fabricated light poles incorporating cellular nodes and the associated equipment cabinets, fiber vaults and antenna shrouds, as described in their respective Permits on the following conditions: 1) The installation of all equipment, including but not limited to the lights poles, equipment cabinets, fiber vaults and antenna shrouds, must occur in accordance with all engineering and manufacturing specifications and comply with all applicable building codes and other laws. 2) Equipment cabinets shall not be mounted on the light poles. 3) Materials and colors used for all visible poles and equipment must be in accordance with the approved plan and match the color of the surrounding light poles and/or utility boxes as applicable. 4) At applicant’s sole expense, each light pole, equipment cabinet, fiber vault and antenna shroud must be maintained in good order and repair, including but not limited to, operating lights, replacement of inoperable lights within 48 hours of notice, secured equipment cabinets and vaults. 5) At applicant’s sole expense, each light pole, equipment cabinet, fiber vault and antenna shroud must be repaired and repainted, as needed due to damage, including but not limited to, general maintenance, vandalism, graffiti, impact or natural causes. 6) All improvements must be routinely and consistently monitored and repaired within 3 days of noted damage. 7) Applicant must place and maintain contact information on each light pole in a location readily viewable so that repair issues can be reported to applicant. 8) Applicant must comply with all applicable rules, regulations, ordinances and laws in any way related to or affecting the light poles and associated equipment, including but not limited to obtaining an Improvements in the Right of Way Agreement from the appropriate Montgomery County entities. 9) Must obtain The Woodlands Township Board Review and Approval as needed for any easement approval agreements. Work may not commence on the improvements until a permit is issued by The Woodlands Township in accordance with the necessary approvals and committee’s conditions. The motion carried unanimously.

19. Variance request to remove portions of the mid-growth in the forest preserve.

Panda Express

3375 College Park Drive

Lot 0813, Block 0388, Section 0999 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 on the following condition:

**RE: Forest Preserve at the front:** Approve the allowance for a view corridor that requires minimal mid growth clearing in accordance with the Commercial Planning and Design Standards and is no further than the main façade of the building.

The Covenant Administration Department staff must be present for a pre-site inspection regarding the specific foliage to be thinned. Additionally, the staff must be present at the time of removal. A representative from the Development Standards Committee may be called upon as needed by The Township staff. The mid-growth clearing work should be performed by a trusted landscape company that is familiar with The Woodlands Commercial Planning and Design Standards definition of “mid-growth clearing.”

**RE: Any Landscape Median Island:** Approve allowing removal of lower lying vegetation that may impede visibility of traffic flow in and around the site and allow those areas to be trimmed back with the specific direction and oversight of The Woodlands Township. The Covenant Administration Department staff must be present for a pre-site inspection regarding the specific foliage to be thinned. Additionally, the staff must be present at the time of removal. A representative from the Development Standards Committee may be called upon as needed by The Township staff.

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The motion carried unanimously.

20. Variance request for new sign package that includes a monument sign that does not match the building sign or the shopping center criteria.  
Panda Express  
3375 College Park Drive  
Lot 0813, Block 0388, Section 0999 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 as presented. The motion carried unanimously.
21. Variance request for a new sign package that includes building signs on three faces of the building and does not match the monument sign.  
Panda Express  
3375 College Park Drive  
Lot 0813, Block 0388, Section 0999 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 as presented. The motion carried unanimously.
22. Variance request for a revised new home construction application that encroaches into the front and side yard setback.  
K & C Classic Homes  
26 West Isle Place  
Lot 12, Block 01, Section 25 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 approve as presented on the condition the home is constructed in accordance with the Residential Development Standards and require the front of the property maintains the following: 1) Construct a chain link fence with green screening attached to the property line and require all staging and storing on construction material, equipment and contractors remain within the property line. 2) Provide perimeter fencing for erosion control. 3) Provide tree protection through fencing around the perimeter of the drip line of the tree and routinely sweep the area and maintain all construction debris within the property lines. The motion carried unanimously.
23. Variance request for the conceptually proposed room addition that will cause the lot to exceed the maximum living area allowed as determined by the Neighborhood Criteria for the lot and the project was submitted without sealed plans.  
Juan and Maria Celaya  
11427 Slash Pine Place  
Lot 13, Block 01, Section 08 Village of Grogan's Mill  
This item was heard by the full committee. The staff provided the committee with a presentation. The owners were present to address the committee. It was moved by Robert Heineman and seconded by Chris Florack to approve the conceptual plans on the condition the owner submit a completed application including sealed drawings for final review and action. All 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 carried unanimously.
24. Variance request for the proposed new home construction that will encroach on the fifteen foot side setbacks as determined by the Neighborhood Criteria for the lot and the proposed exterior lighting fixtures may not shield visibility of the lamp from the street or adjacent properties and direct the illumination upward or downward and therefore the plans as submitted are not in keeping with the Standard.  
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 Danie van Loggerenberg to approve as presented on the conditions: 1) All proposed lighting

must be installed in accordance with the Residential Development Standards and designed so that the fixtures do not create a glare or level of lot illumination that is offensive or inappropriate when viewed from adjacent properties. 2) Construct a chain link fence with green screening attached to the property line and require all staging and storing on construction material, equipment and contractors remain within the property line. 3) Provide perimeter fencing for erosion control. 4) Provide tree protection through fencing around the perimeter of the drip line of the tree. 5) Require the owner submit separate color and material change application and landscape plan for final review and action. 6) Routinely sweep the area and maintain all construction debris within the property lines. 7) The improvements must meet code and pass final inspection. 8) The owner must ensure the improvements must not halt or materially impede drainage as defined in the Residential Development Standards.

The motion carried unanimously.

25. Variance request for the proposed home construction that would encroach into the fifty foot Pipeline Easement, and the forty foot front setback.

Vernon Marcel Veldekens

25 Doe Run Drive

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

This item was heard by the full committee. The staff provided the committee with a presentation. The owner was present to address the committee. The committee discussed the setbacks, proximity to the street, impact to adjacent properties and the requirements for an executed document from the pipeline easement owner. It was moved by Deborah Sargeant and seconded by Ken Anderson to table this item for a site visit and to obtain the necessary documents. The motion carried unanimously.

26. Variance request for the sports court that would encroach into the twenty foot Sanitary Sewer Easement and thirty foot rear setback

Vernon Marcel Veldekens

25 Doe Run Drive

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

This item was heard by the full committee. The staff provided the committee with a presentation. The owner was present to address the committee. The committee discussed the setbacks, proximity to the street, impact to adjacent properties and the requirements for an executed document from the pipeline easement owner. It was moved by Deborah Sargeant and seconded by Ken Anderson to table this item for a site visit and to obtain the necessary documents. The motion carried unanimously.

27. Variance request for a pool that would be located within the fifty foot Pipeline Easement

Vernon Marcel Veldekens

25 Doe Run Drive

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

This was withdrawn. The owner states that the pool does not encroach into the easement and was misrepresented on plans he will revise the plans and resubmit to pool.

28. Variance request for the tree proposed to be removed.

Patricia Fitzgerald

149 Grogan's Point Road

Lot 29, Block 01, Section 49 Village of Grogan's Mill

This item was heard by the full committee. The staff provided a presentation. The owner was present. It was moved by Chris Florack and seconded by Ken Anderson to approve the tree removal on the condition that the owner plant two (2) – 15 gallon native evergreen trees or one (1) – 30 gallon native evergreen tree anywhere on the lot. Robert Heineman was opposed. The motion carried.

29. Variance request for the proposed room addition would be located beyond the seven foot side setback and would cause the lot to exceed the maximum living area allowed.

Joe Hagle

2 Thimbleberry Court

Lot 30, Block 02, Section 20 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 owner meet code and pass final inspection. Additionally the owner must maintain the existing vegetation to the adjacent property to soften and screen the view. The motion carried unanimously.

30. Variance request for a proposed patio cover that encroaches into the twenty-five (25) foot rear setback.  
Mario Cassier  
47 Highland Circle  
Lot 03, Block 02, Section 28 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 approve on the condition the owner plant and maintain vegetation to the side of the home to soften the view of the summer kitchen from the adjacent property. Additionally all improvements must meet code and pass final inspection. The owner must ensure placement of all improvements does not halt or materially impede drainage as defined in the residential development Standards. The motion carried unanimously.
31. Variance request for a proposed summer kitchen that encroaches into the twenty-five (25) foot rear setback.  
Mario Cassier  
47 Highland Circle  
Lot 03, Block 02, Section 28 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 approve on the condition the owner plant and maintain vegetation to the side of the home to soften the view of the summer kitchen from the adjacent property. Additionally all improvements must meet code and pass final inspection. The owner must ensure placement of all improvements does not halt or materially impede drainage as defined in the residential development Standards. The motion carried unanimously.
32. Variance request for a proposed metal awning at the front and side of the home which is not an acceptable material.  
Elwin Cornelisse  
4 Robin Springs Place  
Lot 25, 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 Danie van Loggerenberg to approve as presented, on the condition the improvements are installed in accordance with the plans and comply with the Residential Development Standards. The motion carried unanimously.
33. Variance request for an existing fence gate that exceeds the maximum height allowed.  
Scott W Macmillan  
58 Meadowridge Place  
Lot 24, Block 01, 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 Danie van Loggerenberg to approve on the condition the owner plant and maintain landscaping to the front of the walkway that leads to the fence gate to soften and screen the view to the street. The fence must meet code and pass final inspection. The motion carried unanimously.
34. Variance request for the existing fence that is not the required style according to the Neighborhood Criteria for the lot.  
Jerry and Daisy McMillian  
116 W. High Oaks Circle  
Lot 24, Block 01, Section 42 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. The motion carried unanimously.

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35. Variance request for the existing rear eight foot fence that does not step down to meet neighbor's six foot fence in accordance with the original conditions of approval on the final permit.  
Donald C. Backer  
26 S. 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 approve as presented. The motion carried unanimously.
36. Variance request for an existing patio cover and related decking that encroaches into the five foot side utility easement and was not submitted with the required sealed plans. In addition the Palapas roof material is not an approvable roof material.  
Hugh B. Smith II  
164 Eagle Rock Circle  
Lot 01, Block 01, Section 05 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 Deborah Sargeant 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 remove the patio cover 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 provide staff a certified document that the roofing material is fire retardant. Improvements must not halt or materially impede drainage as defined in the Residential Development Standards. The motion carried unanimously.
37. Variance request for an existing driveway color that was not considered to be architecturally compatible with the home and the neighborhood when acted on by the Residential Design Review Committee.  
Julie G. Klein  
78 S. Castlegreen Circle  
Lot 20, Block 01, Section 52 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 both present to address the committee. It was moved by Deborah Sargeant and seconded by Ken Anderson to approve the driveway color as presented. The motion carried unanimously.
38. Variance request for an existing attic conversion that was completed without an approval, does not include sealed plans, exceeds the maximum living area per the Neighborhood Criteria, and was determined to have an impact on the neighborhood when acted on by the Residential Design Review Committee.  
Robert W. Wallace  
14 S. Lakemist Harbor Place  
Lot 12, Block 01, Section 38 Village of Panther Creek  
This item was heard by the full committee. The staff provided the committee with a presentation. The owner was present to address the committee. The affected neighbor was present to address the committee. It was moved by Deborah Sargeant and seconded by Ken Anderson to table this to the September 21<sup>st</sup>, 2016 meeting. The motion carried unanimously.
39. Consideration and action regarding the time extension request for the construction activity and incomplete improvements on the property.  
Brian and Jill Schweiker  
5 South Doe Run Drive  
Lot 02, Block 01, Section 16 Village of Grogan's Mill  
No action was taken on this item. The committee reviewed the current status of the home and took no action.
40. Consideration and action regarding the time extension request for an additional 6 months to leave two storage PODS in her driveway during remodeling.

Stephanie Ruckert  
60 Woodhaven Wood Drive  
Lot 31, Block 04, Section 28 Village of Grogan's Mill

This item was heard by the full committee. The staff provided the committee a presentation. The owner was present to address the committee. The neighbor was present to address the committee. It was moved by Deborah Sargeant and seconded by Chris Florack to approve the time extension for 30 days from the date of the meeting. The motion carried unanimously.

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

Craig L McGrath  
27 Summithill Place  
Lot 29, Block 02, Section 10, 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 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.

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

William L. Ackerman  
59 N. Crossed Birch Place  
Lot 02, Block 01, Section 50, 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 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.

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

Vivir Realty LLC  
80 Fallenstone Drive  
Lot 01, 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 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.

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

Alan Turner  
128 E. Pathfinders Circle  
Lot 67, 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 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.

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

Celeste Marguerite Thomas

59 Hillock Woods

Lot 14, Block 01, Section 66 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.

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

Kelly D Mora

1112 East Red Cedar Circle

Lot 12, Block 01, Section 10 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.

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

James A. Thornton Living Trust

1812 N. Red Cedar Circle

Lot 26, Block 03, Section 10 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.**

Deborah Sargeant gave an update. Neighbors were present to address the committee regarding the tree removal, replant/reforestation issues, concerns regarding the MUD drainage pipe, lights and increased noise from delivery trucks. Walter Lisiewski mentioned the remaining signs still posted on neighbor's fences. The staff identified the signs suspended from the fence across the property were in violation and the staff had notified each owner. It was noted the Director of Covenant Administration had been in contact with the church representatives regarding the garbage and delivery trucks.

**VIII. Consideration and Action regarding the installation of and duration of display for Seasonal Holiday Decorations on Commercial Properties.**

It was moved by Deborah Sargeant and seconded by Chris Florack to approve that commercial Christmas seasonal lighting be limited to display between the dates of November 1 to January 15. The motion carried unanimously.

**IX. Consideration and action regarding the adoption of the International Residential Building Code.**

It was moved by Deborah Sargeant and seconded by Chris Florack to table the discussion. The motion carried unanimously.

**X. Public Comments**

There were no public comments.

**XI. Member Comments**

Walter Lisiewski stated that a closer look should be made to hard surface improvements in residential areas regarding drainage issues.

**XII. Staff Reports**

There were no staff reports.

**XIII. Adjourn**

There being no further business it was moved by Chris Florack and seconded by Ken Anderson to adjourn the meeting at 9:08 p.m. The motion carried unanimously.