

## Development Standards Committee

August 15, 2018 at 5:00 p.m.

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

Members Present: Walter Lisiewski, Robert Heineman, John A. Brown, Brian Boniface, Bob Adams and Arthur Bredehoft

Members Absent: None

Staff Present: Neslihan Tesno, Kim McKenna, Sharlene Novak and Danielle Allen

Legal Counsel: None

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

Chair Walter Lisiewski called the meeting to order at 5:05 p.m.

**II. Consideration and action regarding the minutes of the meeting of July 18, 2018.**

The minutes were reviewed by the Committee. It was moved by Arthur Bredehoft and seconded by Bob Adams to approve the July 18, 2018 minutes as presented. The motion passed unanimously.

**III. Recess to Executive Session to consult with the Development Standards Committee's attorney pursuant to**

551.071, Texas Government Code.

No action was taken on this item.

**IV. Reconvene in Public Session.**

No action was taken on this item.

**V. Consideration and Action of the Commercial and Residential Applications and Covenant Violations in Sections VI and VII recommended for Summary Action.**

Chair Walter Lisiewski presented the Commercial and Residential Summary Lists as prepared by Staff. The Commercial Summary List consisted of Items H, I, K, L, N, O, P, Q, R, and S. It was moved by Brian Boniface and seconded by John A. Brown to approve the Commercial Summary List as presented. The motion passed unanimously. The Residential Summary List consisted of Items 2-14, 18-20 and 22. Items 11, 15, 16 and 17 were resolved prior to the meeting. It was moved by Arthur Bredehoft and seconded by Brian Boniface to approve the items on the Residential Summary List as presented. The motion passed unanimously.

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

- A. Variance request for a proposed building sign that would not be located over the entrance, door vinyl graphics that do not match and includes services provided and parking lot, directional and now hiring signs that do not comply with the Standards.

True Food Kitchen

9595 Six Pines Drive

Lot 7111 Block 0599 Section 0999 Village of Town Center

This item was heard by the full committee. Representatives for True Food Kitchen were present to address the committee. The staff provided a presentation and included any previous actions made by the Development Standards Committee. It was then moved by John Anderson and seconded by Bob Adams to conditionally approve the building sign as presented on the following conditions. The Reserved Parking signs are approved as submitted. The overall height must not exceed 48". The Free standing "To-Go Entrance" sign is disapproved. Consider submitting for a blade sign in this area. The free-standing A-Frame advertising sign is approved as submitted. Only one (1) A-Frame advertising sign is permitted. Front Door graphic door vinyl to be revised in

height not to exceed 6" and recommend color approval as submitted, or in white, or gold and attached to the interior surface of glazing. The side Door graphic for "True Food Kitchen" to match same parameters as front door vinyl. Remove "Enter Here For" and revise "Take Out" to read as "To-Go". The committee identified they would table the action related to the graphics to be at 3" height, until the staff has an opportunity to evaluate the center and determine compliance or a possible variance to that criteria. Location of all graphics are to match from side door to Front Door graphics regarding lettering location and height above finish floor. The motion carried unanimously.

- B. Variance request for a proposed sign package that contains two building signs and two monument signs that do not match and include a tagline that is not a business clarifier or trademarked.

House of Pies

1330 Lake Woodlands Drive

Lot 0660 Block 0599 Section 0999 Village of Town Center

This item was heard by the full committee. Representatives for House of Pies were present to address the committee. The staff provided a presentation and included any previous actions made by the Development Standards Committee. It was then moved by John Anderson and seconded by Bob Adams to disapprove the sign package and require the following conditions:

- The tag-line "A Slice of Heaven on Earth" on the front building sign is disapproved for use. The business clarifier "Restaurant & Bakery" shall be used for all exterior signage.
- "House of Pies" lettering on the front building sign shall be reduced to 24" letters and displayed curved. The Business clarifier "Restaurant & Bakery" shall be 10" tall letters. Total combined height of the front building sign not to exceed 5'-6".
- "House of Pies" lettering on the secondary building sign shall be reduced to 24" letters. The Business clarifier "Restaurant & Bakery" shall be 10" tall letters. Total combined height of the secondary building sign not to exceed 3'-0".
- Both monument sign panels to be revised to be routed aluminum panels painted color 3M Silver Gray backed with white acrylic with vinyl applied in Bronze, Duranodic, and white as defined in submittal.
- Monument signs to have irrigated landscape bed around the sign.
- Metal canopies with vinyl applied to the surface is disapproved. Revise canopies to be fabric over metal frame or a painted aluminum.
- Remove all unapproved signage from the property, to include but not limited to "House of Pies – Coming Soon" banner signs. Temporary signs must be applied for and, once approved, can only be displayed for two (2) weeks before opening to the public for business.
- All violations must be removed including signage, banners and maintaining the landscaping around the property, prior to the issuance of a permit.

The motion carried unanimously.

- C. Consideration and action for the revised awning proposal.

House of Pies

1330 Lake Woodlands Drive

Lot 0660 Block 0599 Section 0999 Village of Town Center

This item was heard by the full committee. Representatives for House of Pies were present to address the committee. The staff provided a presentation and included any previous actions made by the Development Standards Committee. It was then moved by John Anderson and seconded by Bob Adams to deny as presented and require the owner revise and resubmit the design. Metal canopies with vinyl applied to the surface are denied as presented. Revise canopies to be fabric over metal frame or a painted aluminum.

Additionally, no advertisements nor business clarifiers may be added to the awnings. Awning may only be the colors and stripes identified in the specifications. Installation must be in accordance with the Commercial Planning and Design Standards.

- D. Consideration and action for the approval of an existing emergency backup generator.

The John Cooper School

1 John Cooper Drive

Lot 0230 Block 0592 Section 0060 Village of Indian Springs

This item was heard by the full committee. Representatives for John Cooper and affected neighbors were present to address the committee. The staff provided a presentation and included any previous actions made by the Development Standards Committee and the results of the site visits related to the generator. It was then moved by Walt Lisiewski and seconded by Arthur Bredehoft to approve the backup power generator on the following conditions. The Test run-time shall be limited to 30 minutes on Wednesdays only with a run-time between 4-4:15 pm. The improvement must be maintained in accordance with the Commercial Planning and Design Standards. Brian Boniface abstained. The motion carried.

- E. Variance request for the removal of trees and vegetation located within the 35-foot forest preserve.

Good Shepherd Lutheran

9191 Cochran's Crossing Drive

Lot 0400 Block 0257 Section 0067 Village of Cochran's Crossing

This item was heard by the full committee. Representatives for Good Shepherd Lutheran present to address the committee. The staff provided a presentation. It was then moved by Robert Heinemann and seconded by John Anderson to approve the removal of the proposed trees, identified as the invasive species Chinese Tallow, located in the forest preserve, on the condition the Church plant and maintain native evergreen trees and shrubs in accordance with the Commercial Planning and Design Standards for reforestation in the designated Forest Preserve. The Church must coordinate with the Covenant Administration Department staff for the installation of the replants. The pathway modifications will occur through The Woodlands Township staff who will coordinate the installation and location of the pathway grate to be installed by Parks and Recreation Department. The motion carried unanimously.

- F. Variance request for the proposed exterior color change that does not comply with newly adopted shopping center criteria.

Dayton Hudson Corporation/Target

1100 Lake Woodlands Drive

Lot 0590 Block 0599 Section 0999 Village of Town Center

This item was heard by the full committee. Representatives for Target were present to address the committee. The staff provided a presentation. It was then moved by Bob Adams and seconded by John Anderson to deny as presented and require the owner revise and resubmit the color change proposal to match the colors proposed on the recently adopted Shopping Center Criteria. It was noted the committee felt the color selection Raisin was the primary concern and in need of a closer substitute to the Criteria. The owner can submit the revision to the staff and the Committee designee Bob Adams to review and verify revised plans for adherence to the Shopping Center Criteria and the committee's actions. The motion carried unanimously.

- G. Variance request for the proposed building signs that exceed the maximum size and subject matter allowed and do not comply with the committee's previous action.

Dayton Hudson Corporation/Target

1100 Lake Woodlands Drive

Lot 0590 Block 0599 Section 0999 Village of Town Center

This item was heard by the full committee. Representatives for Target were present to address the committee. The staff provided a presentation. It was then moved by Bob Adams and seconded by John Anderson to deny the request for the order pick up sign and allow the proposed 12-foot-tall logo at front entrance and reaffirm the Committee's original actions, requiring removal of the order pick up building sign and the storefront logo not to exceed 10 feet. The motion carried unanimously.

- H. Variance request for two existing monument signs that contain two registered logos and an existing directional sign that includes a logo and exceeds the maximum size allowed.

Texan Christensen Limited Partner/ Baker Hughes

9110 Grogan's Mill Road

Lot 0300 Block 0350 Section 0999 Village of Research Forest

This item was reviewed under the summary list as presented by staff. It was moved by Brian Boniface and seconded by John Anderson to approve the monument signs with two logos on the condition the owner maintain the landscaped beds in accordance with the Commercial Planning and Design Standards and the owner remove the logo from the directional sign. The motion carried unanimously.

- I. Variance request for a proposed sign package that includes a building sign that exceeds the maximum height allowed, monument panels on two monument signs that do not match the building sign and includes door vinyl graphics.

Asiri Family Dentistry

8000 McBeth Way

Lot 0850 Block 0499 Section 0046 Sterling Ridge

This item was reviewed under the summary list as presented by staff. It was moved by Brian Boniface and seconded by John Anderson to approve on the following conditions:

- The business name to be successfully registered with the USPTO within one (1) year of this conditional approval. Failure to receive an approved USPTO registration will result in the removal of all exterior signage at the tenant's expense.
- The overall sign height does not comply with the center criteria standards. Reduce the overall scale of the building sign, including tooth logo, so that the total height is not more than 36" tall.
- Marcel Crossing II does not specify monument criteria, specifically allowing tenants to have a panel on both monument signs. A variance is approved to allow "Asiri Family Dentistry" to have panels on both monuments based on existing approved conditions for "Kumon" and is to be coordinated with the Landlord.
- The letter text height shall be reduced to match the size of "The Breakfast Place" on all panels.
- While the "Hours of Operation" window graphics meets size standards the committee requests revisions to the information. Combine Monday, Tuesday, Wednesday into one-line item as the hours are the same and a variance is conditionally approved for the remainder of the text if the information is combined to one-line item "Fri – Sat by Appointment Only".
- Must comply with Commercial Planning and Design Standards.

The motion carried unanimously.

- J. Variance request for freestanding signs that will advertise a temporary event.

HEB

26500 Kuykendahl Road

Lot 0525 Block 0509 Section 0386 Village of Creekside Park

This item was heard by the full committee. Representatives for Target were present to address the committee. The staff provided a presentation. It was then moved by John Anderson and seconded by John Anthony Brown to deny the variance request for the free-standing signs as presented. Walt Lisiewski was not present for the vote. The motion carried unanimously.

- K. Variance request for a proposed monument sign that includes a tagline that is not a business clarifier and not part of the registered name and includes a background color that does not meet the criteria.

Jortney, LLC/Adcetera

1490 Research Forest Drive

Lot 9401 Block 0350 Section 1000 Village of Research Forest

This item was reviewed under the summary list as presented by staff. It was moved by Brian Boniface and seconded by John Anderson to approve on the following conditions:

- Monument sign panel is to be aluminum routed panel painted dark bronze and white acrylic backed for "Adcetera".
- The tag line "Strategic. Creative. People" is not a business clarifier nor is it registered with the USPTO. The tag line as submitted is not approved for use on the exterior signage
- Center the business name "Adcetera" on the monument sign panel.
- Clean and recondition the monument sign to new condition, repairing any damage and cleaning the sign from any mildew. Address "1490" to remain at the top of the Monument Sign.

- Must comply with the Commercial Planning and Design Standards.

The motion carried unanimously.

L. Consideration and action to repaint the building.

Jortney, LLC/Adcetera

1490 Research Forest Drive

Lot 9401 Block 0350 Section 1000 Village of Research Forest

This item was reviewed under the summary list as presented by staff. It was moved by Brian Boniface and seconded by John Anderson to deny as presented and require the owner revise and resubmit in accordance with the following:

- This building is part of a complex of multiple buildings of which three (3) match in color scheme. The building shall be repainted with the same colors with the same scheme as the adjacent building to the north of subject property.
- Any repaint of this building shall be completed with the intent that all surfaces shall be repaired from holes, cracks and cleaned from mildew before prepping for paint.
- All façade materials that are adjacent to or connected with the same material that needs to be painted after repair shall also be painted so all identical finishes match.
- Must comply with Commercial Planning and Design Standards.

The motion carried unanimously.

M. Variance request for a sign package that includes a name that is not trademarked, a building sign with a tagline that is not a business clarifier and building, monument and window vinyl graphics that do not match.

Black Forest Woodlands Holdings, LLC/The Kitchen

4526 Research Forest Drive

Lot 6000 Block 0051 Section 0099 Village of Research Forest

This item was heard by the full committee. Representatives for The Kitchen were present to address the committee. The staff provided a presentation. It was then moved by John Anderson and seconded by Bob Adams to approve the proposed sign package on the following conditions:

- A variance is approved to use a business clarifier tag line “Chef Inspired Cuisine | Retail Wine | Craft Beer”.
- The business name and clarifier to be registered with the USPTO within one (1) year of this conditional approval. Failure to receive an approved USPTO registration will result in the removal of all exterior signage at the tenant’s expense.
- The use of a backer panel is not permitted per the center criteria. Signage to be installed centered over the entry.
- Window graphics to be in all white vinyl on the interior side of the glazing and remove names of general manager and executive chef. Remove inverse background of business name and display lettering in white vinyl.
- Remove unapproved window graphics such as “Now Hiring”.
- Monument panel is approved as submitted.

The motion carried unanimously.

N. Variance request for a sign package that includes a monument sign, multiple building signs, directional signs that include a business name and logo and door vinyl graphics that are in color.

Woodlands Sarofim #1 LTD/Millipore Sigma

9186 Six Pines Drive

Lot 1310 Block 0350 Section 0999 Village of Town Center

This item was reviewed under the summary list as presented by staff. It was moved by Brian Boniface and seconded by John Anderson to conditionally approve as revised plans and require the owner adhere to the following:

- Business name shall be the same in both character and appearance on Building Sign, Monument Sign and Window Graphics.
- Monument panel (R-2) to be dark gray routed panel with red vinyl backer.

- Building signage (R-1) to be revised and resubmitted to include dimensions of characters, type of backer panel and lettering. Recommend individually mounted fabricated metal channel letters with an internal closed face with acrylic letter face surface mounted to a metal backer panel.
- Employee Entrance signage (N-7 and R-3) are conditionally approved without the Tenant logo type. Only "Employee Entrance" is permitted and must be white vinyl installed on the interior surface of the glazing.
- Proposed removal of existing graphics and building signage is conditionally approved (N-1, N-8 and R-4). Ensure all surfaces are appropriately cleaned and refinished to avoid any ghosting appearance of previous graphics and any mounting holes are patched and surfaces refinished.
- Proposed Shipping signage (N-4) must include type of backer panel and lettering. "Millipore Sigma" is conditionally approved to be white. Recommend Acrylic lettering surface mounted to an acrylic backer panel. Stair railings are to be refinished to a like new appearance.
- Proposed Warehouse signage (N-5) must include type of backer panel and lettering. "Millipore Sigma" is conditionally approved, to be white. Recommend Acrylic lettering surface mounted to an acrylic backer panel. Stair railings are to be refinished to a like new appearance.
- Main Entrance signage (N-2) is conditionally approved. The Tenant logo type must be white vinyl attached to the interior surface of the glazing on the door, not the sidelight. "Main Entrance" text is not required and is to be removed.
- Directional signage (N-11) to adhere to The Woodlands Standards; no business name nor logo to be placed on any directional signs (unless noted otherwise), sign face not to exceed six (6) SF, letter height not to exceed 4 IN, sign to have a neutral color background matching monument and building sign background with white lettering for consistency. Revise and resubmit with dimensions and SF notification to verify size of signage.
- Proposed removal of Directional sign (N-10) is conditionally approved. Ensure landscaping is repaired around work.
- Directional sign (R-6) shall say "Deliveries" with white directional arrow pointing "up" to indicate straight ahead. A variance is approved to add red logo-type "Millipore Sigma" to this sign.
- Directional sign R-7 should be revised to be combined with Shrieve's directional sign. Sign shall meet all directional sign standards and say "Deliveries" with a directional arrow pointing to the right. A variance is approved to add "Millipore Sigma" and "Shrieve" to this sign. Directional sign's background to be a dark gray. All information on directional sign R-7 is to be white vinyl, and registered tenant names and logos types may be in color.
- Must comply with Commercial Planning and Design Standards.

The motion carried unanimously.

O. Variance request for the installation of two banners and three awnings containing a font that is not trademarked Vander Dys Fine Jewelry

24 Waterway Ave.

Lot 2640 Block 0599 Section 0999 Village of Towns Center

This item was reviewed under the summary list as presented by staff. It was moved by Brian Boniface and seconded by John Anderson to approve based on the following:

- The flag type blade sign not to exceed quantity of two (2) shall be installed on existing mounting brackets. Color and "Vander Dys" business identification to remain as submitted and approved by the committee.
- Flag type blade sign is a 12 oz. mesh fabric material. Tenant is to maintain this sign in a like new appearance at all times. Shall this material become damaged at any
- time the sign shall be removed and an application for a sign replacement submitted.
- The awning shade elements shall be installed as submitted not to exceed a quantity of three (3). Color and "Vander Dys" business identification to remain as submitted and approved by the committee.
- Awning material is acrylic sunbrella in solid black. Tenant is to maintain awnings and graphics in a like new appearance at all times. Shall this material become damaged at any time the awnings shall be removed (to maintain a balanced façade appearance) and an application for a replacement submitted.
- Must comply with Commercial Planning and Design Standards.

The motion carried unanimously.

- P. Variance request for the revised door vinyl graphics that do not meet the committee's conditions of approval.

Wells Fargo Home Mortgage

7901 Research Forest Drive

Lot 0925 Block 0257 Section 0047 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Brian Boniface and seconded by John Anderson to approve on the following conditions:

- Option 1 design style is preferred. If Option 2 is selected, the owner must revise and resubmit noting the removal of the dividing line. Staff may review the resubmission for verification of compliance with the Committee's action.
- Any damage or ghosting from the removal of previous graphics elements must be repaired and cleaned to new condition.
- No other window graphics for Wells Fargo are approved at this time. Any further signage or window graphics shall be submitted for review before fabrication or installation.

The motion carried unanimously.

- Q. Consideration and action regarding removal of two trees.

Lone Star College

5000 Research Forest Drive

Lot 0803 Block 0051 Section 0000 Village of Research Forest

This item was reviewed under the summary list as presented by staff. It was moved by Brian Boniface and seconded by John Anderson to approve the removal of the tree that was struck by lightning on the condition (7) new trees (2" Caliper) are planted throughout the parking lot as indicated on aerial still photo. Trees to be planted are to be the same species as existing adjacent tree; and move to deny the request to remove the pine tree adjacent to the building. The Committee suggests the owner carefully trim the tree by a certified arborist to remove limbs to have a positive effect on the surrounding area but not be detrimental to the health of the tree. Consider installing root barrier at foundation. No more than 10% of any tree should be cut within any given year and is to comply with proper pruning and maintenance methods and tree safety practices. Limbs may be trimmed to keep branches away from the building but must be in compliance with proper pruning and maintenance methods and tree safety practices. Additionally, the owner must apply for the existing building signs, which have not been submitted for review and action by the Development Standards Committee. The motion carried unanimously.

- R. Variance request for a revised building sign that does not meet the committee's conditions of approval.

Tide Dry Cleaners

6777 Woodlands Parkway

Lot 0500 Block 0592 Section 60 Village of Indian Springs

This item was reviewed under the summary list as presented by staff. It was moved by Brian Boniface and seconded by John Anderson to approve as presented on the following conditions:

- Any damage to the façade from the removal/relocation of building sign elements must be repaired to new condition.
- Window graphics for "Tide Dry Cleaners" has not been submitted for review or approval. All current window graphics affiliated with MW Cleaners must be removed. Any further signage or window graphics shall be submitted for review before fabrication or installation.
- Must comply with Commercial Planning and Design Standards.

The motion carried unanimously.

- S. Variance request for an additional building sign that advertises services that are provided and additional window and door vinyl graphics that include advertisements, operating hours and do not meet the shopping center criteria.

Tide Dry Cleaners

8000 Research Forest Drive

Lot 0400 Block 0257 Section 0047 Village of Alden Bridge

This item was reviewed under the summary list as presented by staff. It was moved by Brian Boniface and seconded by John Anderson to deny as presented in accordance with the following:

- The additional signage placed on the exterior of the tenant's storefront was not submitted for review and approval prior to installation. Signage to include "Anytime 24/7" plaque, "Hello", "Thanks" and "GreenEarth" are not approved forms of signage per center criteria and The Woodlands Standards and shall be removed.
  - Patch and repair any damage in the brick where the "Anytime 24/7" plaque was mounted.
  - Additional signs may be placed inside the suite at a minimum of 36" from the glazing, and tot primarily visible from the exterior.
  - "Hours of Operation" window graphics do not meet criteria. Revise & Resubmit within dimensions of 10-1/2" wide x 12" tall to be located on a side lite in Garamond tpestyle with 3/4" cap letter height.
- Staff may verify compliance with the criteria and Standards. The motion carried unanimously.

## **VII. Consideration and Action of the Residential Applications and Covenant Violations.**

1. Consideration and action regarding trees proposed for removal for demolition and conceptual review of the plans for new home construction.

Guy Lewis and Tobie Craig  
2915 E Wildwind Circle

Lot 27, Block 10, Section 12 Village of Grogan's Mill

The item was reviewed by the full committee. The owners were present to address the committee. It was noted the staff had not received any responses form the affected neighbor letters sent. It was then moved by Brian Boniface and seconded by Arthur Bredehoft to approve the removal of trees 1, 2, 3, 13, 25, 20, 21 and 23 on the condition the owner complete a landscaping plan and drainage plan along with the preliminary proposal for the new home construction requiring replants, specifying type and size for review and final action by the committee. The committee will take into consideration the trees removed and the reforestation needed on the property.

Additionally, the owner must provide the following fencing for demolition:

### **Erosion and Debris Containment**

Perimeter fencing for erosion control, such as silt fence or filter fencing must be installed around the property to provide temporary sediment control and contain the sediment and debris in place where soil is being disturbed due to demolition or construction.

### **Tree Protection**

Fencing to provide tree protection must be installed around the drip line of any existing trees to include a minimum of 75% of the drip line. Any trees in need of removal during the demolition of an improvement require application and approval, prior to removal.

### **Construction Fencing**

Construction fencing must be installed around the demolition area and allow for an access route if tractors or other machinery are to be used in the work. Perimeter fencing must be installed around the site if demolition will not be completed in 48 hours.

### **Temporary Security Barrier**

Security barrier fencing must be installed and maintained in compliance with the International Residential Code for all properties with swimming pools, hot tubs, spas or ponds, during demolition and new construction.

### **Hours of Operation**

The work must be done during normal working hours and careful consideration should be taken, to mitigate neighbor impact and concerns related to objectionable noise. Hours of construction for exterior work are limited to: Monday through Friday: 7 a.m. to 8 p.m.

Weekends and Holidays: 9 a.m. to 8 p.m. The Development Standards Committee or it's designee must grant written Approval to exceptions to these construction hours. All requests for exceptions will be considered on a case-by-case basis.

- All plans for new home constructions, including comprehensive landscaping plans and drainage plans, must be submitted for review and action by the Development Standards Committee.



- The development Standards Committee requires the staff be contacted and be present at the site when the demolition occurs for verification of the trees to remain and compliance with the Committee's actions.

The motion carried unanimously.

2. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.

Raymond and Stella Braggs Pierson

0 Millbend

Parcel 42645

S972402 - WdLnds Milbend Vil 02, COMMON AREAS, ACRES 1.0725

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Brian Boniface to approve the pursuit of legal action if not resolved by 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, 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.

3. Variance request for a proposed retaining wall that does not respect the side five foot easement.

David and Barbara Lundy

14 Hampton Lodge

Lot 17, Block 1, Section 14 Village of Indian Springs

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Brian Boniface to approve the retaining wall as submitted. Approval by this committee does not constitute approval by the additional entities. It is the owner's responsibility to obtain approval by those entities. The improvement may be subject to removal if determined necessary by easement holders. The motion passed unanimously.

4. Variance request for a proposed deck that does not respect the rear ten foot easement.

Cardo Conde Gonzalez

235 North Burberry Park Circle

Lot 123 Block 1, Section 60 Village of Sterling Ridge

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Brian Boniface to approve the deck as submitted. Approval by this committee does not constitute approval by the additional entities. It is the owner's responsibility to obtain approval by those entities. The improvement may be subject to removal if determined necessary by easement holders. The homeowner must plant and maintain evergreen shrubs at least 7 feet tall at the time of planting at adjacent property line to screen to right side (zero lot line) unless a taller fence is approved. The motion passed unanimously.

5. Variance request for an existing pergola and paving that does not respect the rear ten foot easement.

Tammy Lum

11 Silver Maple Place

Lot 15 Block 1, Section 3 Village of Sterling Ridge

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Brian Boniface to conditionally approve the pergola and paving as follows:

**Paving** – Conditionally approved; the homeowner must remove the flagstone in the rear easement (BBQ grill area). Approval by this committee does not constitute approval by the additional entities. It is the owner's responsibility to obtain approval by those entities. The improvement may be subject to removal if determined necessary by easement holders.

**Pergola** – Conditionally approved; the homeowner must position all lighting so it is shielded down and not directed at the neighbor’s property. The homeowner must also maintain the existing vegetation to screen to the rear. Approval by this committee does not constitute approval by the additional entities. It is the owner’s responsibility to obtain approval by those entities. The improvement may be subject to removal if determined necessary by easement holders. Approval by this committee does not constitute approval by the additional entities. It is the owner’s responsibility to obtain approval by those entities. Enforcement of this requirement is by the affected property owner(s).

The motion passed unanimously.

6. Request for approval for an existing driveway extension that does not respect the side five foot easement and exceeds the width allowed.

David Zimmerman

82 South Knights Crossing Drive

Lot 10 Block 1, Section 81 Village of Sterling Ridge

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Brian Boniface to approve the driveway extension as submitted. Approval by this committee does not constitute approval by the additional entities. It is the owner’s responsibility to obtain approval by those entities. The improvement may be subject to removal if determined necessary by easement holders. In addition, the homeowner must plant and maintain evergreen short plants to soften the view of the extension.

The motion passed unanimously.

7. Request for approval for a renewal of an existing home business – Architecture.

Steven Gallia

2 West Trace Creek Drive

Lot 26, Block 2, Section 3 Village of Indian Springs

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Brian Boniface to approve the home business renewal as presented for two years on the condition the owner must remain in accordance with the Residential Development Standards. The owner must obtain a renewal for the home business permit no later than August 15th, 2020. The permit may be revoked at any time by action of the Committee or for a violation of the residential Development Standards. The motion passed unanimously.

8. Variance request for an existing patio cover that does not respect the rear 15 foot setback and the patio does not respect the rear ten foot or side five foot easements.

Raul Albeniz

111 North Archwyck Circle

Lot 22, Block 2, Section 42 Village of Sterling Ridge

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Brian Boniface to conditionally approve the patio cover. The homeowner must plant and maintain evergreen tall trees/shrubs at least 7 feet tall at the time of planting to screen to the right and rear. Staff to review upon completion to determine if sufficient. It was further moved by Arthur Bredehoft and seconded by Brian Boniface to approve the patio paving as submitted. Approval by this committee does not constitute approval by the additional entities. It is the owner’s responsibility to obtain approval by those entities. The improvement may be subject to removal if determined necessary by easement holders. The motion passed unanimously.

9. Variance request for an existing shed that does not respect the rear ten foot and side five foot easement.

Eric Oladovich

43 Rainsdance Court

Lot 3 Block 3, Section 11 Village of Harper’s Landing at College Park

This item was reviewed under the summary list as presented by staff. It was moved by Arthur Bredehoft and seconded by Brian Boniface to disapprove the shed and consent to delay enforcement, based upon the execution of a memorandum of agreement, requiring the owner to remove the shed from the property, when the owner

no longer owns the home, transfers title or when the owner is no longer the primary resident, or when the shed is in disrepair and needs replacement whichever comes first. The memorandum will be recorded with the court house and binding on the land. Approval by this committee does not constitute approval by the additional entities. It is the owner's responsibility to obtain approval by those entities. The improvement may be subject to removal if determined necessary by easement holders. The motion passed unanimously.

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

Luis A Barrios, Victoria B Iglesias

62 South Sage Sparrow Circle

Lot 16, Block 4, Section 11 Village of Sterling Ridge

This item was reviewed as part of the summary list presented by staff. The homeowner was not present at the meeting. It was moved by Arthur Bredehoft and seconded by Brian Boniface to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions, what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations ((by mowing, weeding and edging the yard and continually maintaining the yard in good repair which includes mowing, weeding, edging and defining the beds and removing dead shrubs/bushes) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend the Township Board authorize funding of legal action, as necessary, to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

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

Narayan K & Hema N Mahale

26 Shire Glen Place

Lot 44, Block 2, Section 99 Village of Sterling Ridge

This item was resolved prior to the meeting.

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

Antonio K Abou

58 Musgrove Place

Lot 52, Block 1, Section 78 Village of Alden Bridge

This item was reviewed as part of the summary list presented by staff. The homeowner was not present at the meeting. It was moved by Arthur Bredehoft and seconded by Brian Boniface to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions, what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by mowing, weeding and edging the yard and continually maintaining the yard in good repair which includes mowing, weeding, edging and defining the beds and removing algae/mildew from exterior of the home) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend the Township Board authorize funding of legal action, as necessary, to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

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

Richard Calmet & Candice A Adams

7 Newgrove Court

Lot 58, Block 2, Section 99 Village of Sterling Ridge

This item was reviewed as part of the summary list presented by staff. The homeowner was not present at the meeting. It was moved by Arthur Bredehoft and seconded by Brian Boniface to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions, what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by mowing, weeding and edging

the yard and continually maintaining the yard in good repair which includes mowing, weeding, edging and defining the beds) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend the Township Board authorize funding of legal action, as necessary, to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

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

Matthew E Rose

267 Tortoise Creek Place

Lot 71, Block 1, Section 8 Village of Creekside Park

This item was reviewed as part of the summary list presented by staff. The homeowner was not present at the meeting. It was moved by Arthur Bredehoft and seconded by Brian Boniface to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions, what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by removing and storing the trash and recycle carts and debris out of public view and submitting an application for the storage shed or removing it) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend the Township Board authorize funding of legal action, as necessary, to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

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

Jorge Giacomani Aguilar & Karla Patricia Torres Llama

10 South Wheatleigh Drive

Lot 48, Block 2, Section 22 Village of Creekside Park West

This item was resolved prior to the meeting.

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

Thomas L. Whitten Jr.

39 North Winterport Circle

Lot 27, Block 2, Section 5 Village of Alden Bridge

This item was resolved prior to the meeting.

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

AJAT Properties Series LLC Series A (Clara Taylor)

114 Sage Blue Court

Lot 27, Block 1, Section 16 Village of Alden Bridge

This item was resolved prior to the meeting.

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

Mauricio Guerra

10 Tallgrass Way

Lot 10, Block 1, Section 14 Village of Creekside Park

This item was reviewed as part of the summary list presented by staff. The homeowner was not present but an affected neighbor attended the meeting. It was moved by Arthur Bredehoft and seconded by Brian Boniface to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions, what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by submitting an application for the above ground spa and artificial turf or removing) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend the Township Board authorize funding of legal action, as necessary, to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

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

Tracy Glassel

27 Wintergrass Place

Lot 7, Block 1, Section 41 Village of Alden Bridge

This item was reviewed as part of the summary list presented by staff. The homeowner was not present at the meeting. It was moved by Arthur Bredehoft and seconded by Brian Boniface to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions, what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by removing and storing the trash and recycle carts and debris out of public view) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend the Township Board authorize funding of legal action, as necessary, to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

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

Edgardo T Ramos

54 Witherbee Place

Lot 2, Block 1, Section 5 Village of Creekside Park West

This item was reviewed as part of the summary list presented by staff. The homeowner was not present at the meeting. It was moved by Arthur Bredehoft and seconded by Brian Boniface to approve pursuit of legal action by authorizing our attorneys and staff to send letters to the owner notifying them of the Development Standards Committee's actions, what is required to cure the violations and establishing a reasonable time frame for resolution. The letter will include notice that failure to correct these violations (by submitting an application for the play structure in rear yard or removing it) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend the Township Board authorize funding of legal action, as necessary, to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion passed unanimously.

21. Variance request and approval for a short term rental home business.

Ding Chen

90 Prairie Dawn Circle

Lot 18 Block 2, Section 6 Village of Harper's Landing at College Park

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner was present and addressed the Committee. Mike Larson and George Gitzendanner of the College Park RDRC were also present. It was moved by Arthur Bredehoft and seconded by Walter Lisiewski to table this item till the DSC consults with Legal Counsel at the September 5, 2018 DSC meeting. No new rentals may be scheduled until that time. The motion passed unanimously.

22. Consideration and action on construction progress at 51 Paloma Bend Place in association with current outstanding Covenant violations.

Jonathan R Hayes & Debbie L Beaty

51 Paloma Bend Place

Lot 9, Block 1, Section 25 Village of Creekside Park

This item was reviewed as part of the summary list presented by staff. The homeowner was present at the meeting. This was the final update on the progress of the improvements at this address. All work has been completed and passing inspection reports have been received. This satisfies the conditions set by the DSC at the April 18, 2018 meeting. There was no motion before the Committee; therefore no vote was taken.

23. Rehearing for a pergola that does not respect the rear ten foot easement per the previous DSC conditions of approval.

Sherri and Darrell Melear

27 Kayak Ridge Drive

Lot 3, Block 2, Section 1 Creekside Park

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner and contractor attended the meeting and addressed the Committee. It was moved by Brian Boniface and seconded by Arthur Bredehoft to approve the existing encroachment. Approval by this committee does not constitute approval by the additional entities. It is the owner's responsibility to obtain approval by those entities. The improvement may be subject to removal if determined necessary by easement holders. John Anderson was not present for this vote. All others voted in favor; the motion passed.

24. Request to appeal staff conditions of approval to require replanting one 15 gallon native tree anywhere on the lot.

Joan O'Connor

149 South Hollylaurel Circle

Lot 11 Block 2 Section 16 Village of Alden Bridge

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner was present and addressed the Committee. It was moved by Brian Boniface to approve the request. The motion failed for lack of a second. It was moved by Arthur Bredehoft and seconded by Walt Liesiewski to deny the appeal and require the owner to plant one 15 gallon native tree. Staff will assist the owner in choosing a location. Brian Boniface voted in opposition and John A. Brown abstained. All others voted in favor. The motion passed.

25. Request to appeal RDRC conditions of approval of a proposed pool that will exceed the maximum water surface area allowed of six percent for the lot.

Angela L Danna

51 Cherryvale Court

Lot 13 Block 1 Section 73 Village of Alden Bridge

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner and contractor were present and addressed the Committee. It was moved by Brian Boniface and seconded by Arthur Bredehoft to conditionally approve the pool as presented. It must meet code and pass inspections and the homeowner must plant and maintain five 30-gallon native trees. The motion passed unanimously.

26. Variance request for a proposed patio cover with summer kitchen that does not respect the 20 foot rear building setback.

Bridget Hron

102 Sunlit Grove Street

Lot 14 Block 2, Section 35 Village of Alden Bridge

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner did not attend the meeting. It was moved by Brian Boniface and seconded by John A. Brown to conditionally approve the concept. The homeowner must submit final plans, documents and fees. Additionally the homeowner must confirm that the fireplace height as presented will meet code. The homeowner must also plant and maintain evergreen trees and/or/shrubs at least 7' tall at time of planting to screen to sides of patio cover. Staff to review upon completion to determine if sufficient screening. Owner to Confirm fireplace height to code.

The motion passed unanimously.

27. Variance request for a proposed patio cover with summer kitchen that does not respect the 25 foot rear building setback.

Omar Athie

23 Hollyflower Place

Lot 27, Block 1, Section 15 Village of Creekside Park West

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner did not attend the meeting; however a neighbor was present and addressed the Committee. It was moved by Brian Boniface and seconded by Arthur Bredehoft to table this item so the Committee can review the area drainage plan. The motion passed unanimously.

28. Variance request for an existing patio cover that does not respect the 20 foot rear setback and has unacceptable roof material.

Yuriy Gubanov

154 South Arrow Canyon Circle

Lot 16, Block 1, Section 16 Village of Creekside Park

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner did not attend the meeting. It was moved by Walter Lisiewski and seconded by Arthur Bredehoft to conditionally approve the patio cover as follows:

- The roof is to be changed to an acceptable material.
- The homeowner must plant and maintain native evergreen shrubs or trees at least 7 feet tall at the time of planting to screen to right side and rear.
- Staff will to review upon completion to determine if additional screening is required.

The motion passed unanimously.

29. Variance request for an existing fence that encroaches over the property line and the use of artificial turf in the rear yard.

Victor Muzny

35 East Loftwood Circle

Lot 25 Block 4, Section 77 Village of Sterling Ridge

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner was present and addressed the Committee. It was moved by Walter Lisiewski and seconded by Arthur Bredehoft disapprove the fence and require the owner to move it back to an approvable location on the property line. It was further moved to table the artificial turf to allow the Committee to review the current artificial turf standards; however, the portion that is not on the owner's property must be removed. The motion passed unanimously.

30. Variance request for an existing fence style for the rear of the lot which does not meet the Neighborhood Criteria for Section 49 of Alden Bridge and a portion of the right side fence has the unfinished side visible to the street view.

TWW Trust (Wilkins)

2 Noble Bend Place

Lot 46 Block 1 Section 49 Village of Alden Bridge

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner was present and addressed the Committee. It was moved by Arthur Bredehoft and seconded by Brian Boniface to conditionally approve the existing fence. The visible front two panels with the construction side visible must be screened with evergreen vegetation and a cap must be added to the rear fence. The fence must meet code and pass inspection. The motion passed unanimously.

#### **VIII. Public Comments**

Mike Larson of the College Park RDRC spoke about the short term rental at 90 Prairie Dawn Circle, addressing the school bus stop and the safety concerns of neighborhood parents.

#### **IX. Member Comments**

Arthur Bredehoft suggested a review of gallon size requirements for tree replants. Bob Adams asked if the Township could hold review of applications for properties that have open violations until the violations are resolved. Staff said Legal Counsel would have to be consulted. John A. Brown said he feels it takes a lot of time for the Committee review of window graphics for commercial properties. He suggested these be staff approved

or put on the Commercial Summary List. John Anderson advised staff of a large trailer/billboard advertising Gold's Gym in the Panther Creek Shopping Center and asked that they contact the owner. Walter Lisiewski reminded the Committee about the Joint DSC/RDRC Meeting on August 29.

**X.** Staff Reports

**XI.** Adjourn

There being no further business, Chair Walter Lisiewski asked for a motion to adjourn. Arthur Bredehoft made the motion and Brian Boniface seconded. The meeting was adjourned at 8:25 p.m.



DEVELOPMENT STANDARDS COMMITTEE MEETING OF 8/15/18

NAME (PLEASE PRINT)	REPRESENTATIVE (OWNER, REPRESENTATIVE, NEIGHBOR, OR CONTRACTOR)	AGENDA ITEM NUMBER
Sara Harland	Dayton Hudson	F&G
STEVEN FREEMAN	KIMLEY-HORN	F+G
ANDREW RETZBERG	Good Shepherd Church	E
TOY MARIJDA	Millipore Signal	N
Kees Hanson	Contractor	23
Kathleen Brumley	Owner	D
Dennis Bracovitz	Owner	D
Colausen Stumper	Contractor	
Amaie Donna	Owner	
Hyder Kusu	Owner / Developer	M

DEVELOPMENT STANDARDS COMMITTEE MEETING OF

8/15/18

NAME (PLEASE PRINT)	REPRESENTATIVE (OWNER, REPRESENTATIVE, NEIGHBOR, OR CONTRACTOR)	AGENDA ITEM NUMBER
Paul + Donna Baldwin	SELF	18
Joan O'Leary	Owner	24
Christine Barone - True Food Kitchen	CEO	A
Joe Mueller	Rep.	A
Charles Chavez	VP Development	A
Tobie Dean & Guy Lewis	Owners	1
DARCEL MERRAD	owner	23
Kristin Smith	John Cooper School	D
Mike Mahur	John Cooper School	D
Rafael Jander	Jander Ops Fine Teachers	0

DEVELOPMENT STANDARDS COMMITTEE MEETING OF 8/15/18

NAME (PLEASE PRINT)	REPRESENTATIVE (OWNER, REPRESENTATIVE, NEIGHBOR, OR CONTRACTOR)	AGENDA ITEM NUMBER
CHEN, Ding	Owner	21
Hron, Bridget	OWNER	210
TOD WASSER	OWNER	27
S. GUTENBERGER	OWNER	29
Vivian Murray	OWNER	27
MARE SPEZZANO	Neighbor	27
EMERIT SERRA	ARCHITECT	B+A
Wyle Larson	OWNER	