

**Village of Sterling Ridge
Residential Design Review Committee
Regular Meeting - 4:00 p.m. – December 2, 2010**

The Woodlands Township Service Center
2201 Lake Woodlands Drive
The Woodlands, Texas 77380

Minutes

Members Present: John Nanninga, Doris Wootton, Jay Procter, M. Kimberli Vest and George Ushiroda

Staff Present: Rachel Downs, Michelle Betcher and Neslihan Tesno

Public Present: Flo Mathes and Bob Furano

A. Welcome/call to order
John Nanninga called the meeting to order at 4:00 p.m.

B. Public Comments (3 minutes)
There were no public comments

C. Consideration and Action concerning Minutes of November 4, 2010

John Nanninga stated the minutes were voluminous and that only motions and 2nds needed to be recorded. He wanted all of the discussions by staff and council removed from the minutes. Rachel Downs asked for clarification because at the previous meeting John had made the statement that staff had omitted his comments from the minutes of previous meetings. John stated that was true and to leave his statement in the minutes, but delete the other discussions. He also wanted his motion that had failed omitted from the minutes, but the motion Doris had made to stay in the minutes. Kim Vest and Jay Procter both stated that these details need to be documented in the minutes.

Jay Procter made the motion to approve the minutes with the following amendments; Doris Wootton 2nd the motion. The motion passed. John Nanninga opposed.

The following amendments were approved by the committee:

- 1) Corrected spelling of Jay Procter's name throughout the minutes;
- 2) Revised items F and G to show that the committee moved them forward to be heard before item D.

D. Review and Disposition of the applications on the Review List for December 2, 2010, attached "Exhibit A".
See attached Exhibit "A" for all motions.

E. Staff Approval List for December 2, 2010
The Staff Approval List was received as presented.

F. Consideration and Discussion of RDRC Operations Manual (The committee combined items F and G for discussion)

John Nanninga started the discussion by apologizing to the committee for making an error at the last meeting in trying to be kind to staff and legal counsel. John stated that the staff and legal counsel did not present items F and G correctly at the last meeting and that they withheld information from the discussion. He also stated that he did not get to present his information to the committee. John stated that the RDRC's do not have to have bylaws, that the Covenants do not state that they have to have them it states that they may have them and if they eliminate and revoke the bylaws nothing would change. John recommends revoking the bylaws and adopting an RDRC Operations Manual in its place. He said that the process for making changes to the bylaws is cumbersome and that they should revoke them and move on.

Kim Vest disagreed with John's statement and said that processes are in place for a reason. She stated that not all processes are easy or quick however the RDRCs hold the residents to a standard of having to follow and complete a process to apply for improvements and that the RDRC is also held to a standard and a process when they want to change or amend the bylaws. Kim said that the RDRC should follow the process that is already in place and not continue with these discussions and that the meetings are the wrong forum for this discussion.

John Nanninga stated he would like to move on and revoke the bylaws. He commented that in the future everything would flow into municipalities and zoning and that bylaws would not work for that. Kim asked that John move on and discuss this in the correct forum. John agreed that he wanted to move on and would, but staff refuses to ask for a Joint meeting of the other RDRC's. Rachel Downs and Doris Wootton stated that that was incorrect and that the motion was made at the last meeting to ask the other RDRC's to consider a Joint meeting to discuss the amendments and changes. Rachel informed John that the other RDRCs that are meeting tonight are discussing the item and that the RDRCs that meet next week will have it on their agendas for consideration. John discussed that he tried to start this process back in October of 2009 and that staff "buried" the request and when they did have a meeting it was poorly handled.

Kim Vest recommended that if the RDRCs agree to meet the process will be handled differently and started over, but again this is not the forum for this discussion and they really needed to move on.

There being no further comments or discussions the committee went to the next item.

G. Consideration and Discussion of RDRC By Laws (The committee combined items F and G for discussion)

H. Consideration and action concerning the absence of any Committee member.
There were no committee absences.

I. Committee Member Comments (3 minutes)

George Ushiroda wanted to thank everyone for serving on the committee, but stated he will not be seeking re-election. He stated he would continue to volunteer if needed. John Nanninga informed the committee of the filing dates for the RDRC elections and explained the procedure.

J. Staff Comments (3 minutes)

There were no staff comments.

K. Adjournment

Jay Procter made the motion to adjourn the meeting. Kim Vest 2nd the motion. The motion was unanimously approved. Meeting adjourned at 5:56 p.m.

Exhibit A - Village of Sterling Ridge
Application Review List for December 2, 2010

Item	Applications Reviewed	Owner Name	Property Address	Sec	Block	Lot	Action	Motions Made By
1	Play fort and related improvements	CHRISTOPHER SUESS	15 ELFEN WAY	0006	0002	0011	Disapprove	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest Motion passed unanimously
2	Swing set with fort and related improvements	JOSH B FROELICH	19 CAULFIELD CT	0040	0001	0005	Disapprove	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest Motion passed unanimously
3	Retaining walls and related improvements	JOSH B FROELICH	19 CAULFIELD CT	0040	0001	0005	Disapprove	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest

								Motion passed unanimously
4	Remodeling and related improvements DOWNSTAIRS ENCLOSURE - INFANT ROOM	SEAN L GUIDRY	34 PLAYER GREEN PL	0018	0001	0005	Disapprove	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest Motion passed unanimously
5	Remodeling and related improvements UPSTAIRS ENCLOSURE – EXERCISE ROOM	SEAN L GUIDRY	34 PLAYER GREEN PL	0018	0001	0005	Disapprove	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest Motion passed unanimously
6	Playhouse and related improvements	SEAN L GUIDRY	34 PLAYER GREEN PL	0018	0001	0005	Disapprove	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest Motion passed unanimously
7	Fireplace and related improvements	MATTHEW R SCHMITTAUER	54 CHAMOMILE CT	0006	0001	0080	Disapprove	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest Motion passed unanimously
8	Tree removal and related improvements	MATTHEW R SCHMITTAUER	54 CHAMOMILE CT	0006	0001	0080	Disapprove	MOTION MADE BY: George Ushiroda 2ND: M. Kimberli Vest Motion passed unanimously
9	In-ground spa and related improvements	KEVIN O TRAHAN	31 SILVERMONT DR	0026	0001	0014	Disapprove	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest Motion passed unanimously
10	Firetower and related improvements	KEVIN O TRAHAN	31 SILVERMONT DR	0026	0001	0014	Disapprove	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest Motion passed unanimously
11	Firetower and related improvements	KEVIN O TRAHAN	31 SILVERMONT DR	0026	0001	0014	Disapprove	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest Motion passed unanimously
12	Firepit and related improvements	KEVIN O TRAHAN	31 SILVERMONT DR	0026	0001	0014	Disapprove	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest Motion passed unanimously
13	Summer Kitchen and related improvements	KEVIN O TRAHAN	31 SILVERMONT DR	0026	0001	0014	Defer	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest Motion passed unanimously
14	Second Story Deck and related improvements	KEVIN O TRAHAN	31 SILVERMONT DR	0026	0001	0014	Defer	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest Motion passed unanimously
15	Arbor and related improvements	KEVIN O TRAHAN	31 SILVERMONT DR	0026	0001	0014	Withdrawn	
16	Stairway and related improvements	KEVIN O TRAHAN	31 SILVERMONT DR	0026	0001	0014	Withdrawn	
17	Trellis and related improvements	FLO MATHES	127 BLACK SWAN PL	0097	0003	0015	Conditionally Approve- must be kept in good repair and sign a Memorandum of Agreement.	MOTION MADE BY : Jay Procter 2ND: M. Kimberli Vest Motion passed unanimously
18	Cabana and related improvements	JASON D WEST	19 LAGATO PL	0044	0001	0031-	Conditionally Approve- must submit sealed plans, including	MOTION MADE BY: M. Kimberli Vest 2ND: Doris Wootton Motion passed unanimously

							plan with electrical, elevations and footing details, prior to packet being sent. Meet code and standards.	
19	Summer Kitchen and related improvements	JASON D WEST	19 LAGATO PL	0044	0001	0031-	Conditionally Approve- Meet code and standards.	MOTION MADE BY: M. Kimberli Vest 2ND: Doris Wootton
20	Fireplace and related improvements	JASON D WEST	19 LAGATO PL	0044	0001	0031-	Conditionally Approve- Meet code and standards.	MOTION MADE BY: M. Kimberli Vest 2ND: Doris Wootton
21	Trellis and related improvements	WIM C WILSON	2 GOLDEN ORCHARD PL	0095	0001	0023	Conditionally Approve- paint trellis to match wrought iron fence and plant vegetation in front of fence.	MOTION MADE BY: M. Kimberli Vest 2ND: Doris Wootton
22	Summer Kitchen and related improvements	SIMON E POLLITT	22 W BECKONVAL E CIR	0006	0001	0042	Conditionally Approve- meet all codes and standards.	MOTION MADE BY: M. Kimberli Vest 2ND: Doris Wootton
23	Patio Cover and related improvements	SIMON E POLLITT	22 W BECKONVAL E CIR	0006	0001	0042	Conditionally Approve- meet code and standards, plant and maintain vegetation to provide screening from right side neighbor - must be minimum of 4'H at time of planting.	MOTION MADE BY: M. Kimberli Vest 2ND: Doris Wootton
24	Patio and related improvements	SIMON E POLLITT	22 W BECKONVAL E CIR	0006	0001	0042	Conditionally Approve- meet all codes and standards.	MOTION MADE BY: M. Kimberli Vest 2ND: Doris Wootton
25	Walkway and related improvements FRONT WALKWAY	ROBERT D FURANO	27 N QUEENSCLIFF CIR	0013	0002	0040	Defer	MOTION MADE BY: Jay Procter 2ND: John Nanninga
26	Walkway and related improvements WALKWAY ALONG DRIVEWAY	ROBERT D FURANO	27 N QUEENSCLIFF CIR	0013	0002	0040	Conditionally Approve- must maintain in good, clean and neat condition.	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest
27	Patio and related improvements	ROBERT D FURANO	27 N QUEENSCLIFF CIR	0013	0002	0040	Conditionally Approve- must maintain in good, neat condition. Plant and maintain vegetation to soften edge of patio.	MOTION MADE BY: Doris Wootton 2ND: M. Kimberli Vest
28	Home Business and related improvements	LORI VAN JOSLIN	15 W ARCHWYCK CIR	0042	0001	0049-	No Action Taken	
29	Home Business and related improvements	TIMOTHY R CAPPOLINO	27 COLEWOOD CT	0068	0001	0014	No Action Taken	

30	In-ground pool and spa and related improvements	MATTHEW R SCHMITTAUER	54 CHAMOMILE CT	0006	0001	0080	Staff Approved	
31	Exterior Lighting and related improvements	SIMON E POLLITT	22 W BECKONVALE CIR	0006	0001	0042	Withdrawn	
32	Summer Kitchen and related improvements	MATTHEW R SCHMITTAUER	54 CHAMOMILE CT	0006	0001	0080	Staff Approved	
33	Arbor and related improvements	MATTHEW R SCHMITTAUER	54 CHAMOMILE CT	0006	0001	0080	Staff Approved	
34	Patio and related improvements	JASON HOFSETH	3 CRAVEN PARK CT	0093	0002	0029	Staff Approved	
35	Patio Cover and related improvements	JEFF GORDON	31 BESSDALE CT	0065	0001	0039	Staff Approved	
36	Summer Kitchen and related improvements	JEFF GORDON	31 BESSDALE CT	0065	0001	0039	Staff Approved	
37	Swimming pool and related improvements	MARIO MENDEZ	63 PLAYER VISTA PL	0084	0001	0029	Staff Approved	
38	Summer Kitchen and related improvements	WILLIAM WHITEMAN	19 WOODED PATH PLACE	0043	0001	0009	Staff Approved	
39	Fire pit and related improvements	WILLIAM WHITEMAN	19 WOODED PATH PLACE	0043	0001	0009	Staff Approved	
40	Swimming Pool and related improvements	JASON D WEST	19 LAGATO PL	0044	0001	0031-	Staff Approved	