

PUBLIC MEETING MINUTES

TO: THE DEVELOPMENT STANDARDS COMMITTEE AND ALL OTHER INTERESTED PERSONS:

Notice is hereby given that the Development Standards Committee will hold a Regular Meeting on March 15, 2023, at 5:00 p.m., at the office of The Woodlands Township, 2801 Technology Forest Blvd, The Woodlands, Texas, within the boundaries of The Woodlands Township, for the following purposes:

Development Standards Committee

March 15th, 2023, at 5:00 p.m.

The Woodlands Township

2801 Technology Forest Boulevard

The Woodlands, Texas 77381

MINUTES

Members Present: Walt Lisiewski, John Anderson, Arthur Bredehoft, Mary Funderburg, Jim McDaniell, and Dan Kolkhorst

Staff Present: Kimberly Mckenna, Neslihan Tesno, Hennie VanRensburg, Delilah Campos, Michael Pechanec, Amanda Cambron, Chase Dowling, Marissa Rodriguez, Cynthia Johnson, Mariana Myer, and Natalia Bedon

- I. **Welcome.**
- II. **Pledge of Allegiance.**
- III. **Call Meeting to Order.**
Chairman Walt Lisiewski called the meeting to order at 5:00 p.m.
- IV. **Receive, consider and act upon adoption of the meeting agenda.**
There was a motion to adopt the meeting agenda by Arthur Bredehoft with a second by Mary Funderburg. The motion carried unanimously.
- V. **Public Comment.**
There were no public comments.
- VI. **Consideration and action regarding the minutes of the meeting of February 15th, 2023.**
The minutes of the meeting of February 15th, 2023 were presented to the committee. It was then moved by Arthur Bredehoft and seconded by John Anderson to approve the minutes as presented. The motion carried unanimously.
- VII. **Consideration and Action of items recommended for Summary Action.**
These items were reviewed by the committee. The lists consisted of Commercial items A and C, and Residential items 9-17 and 19-22. It was then moved by John Anderson and seconded by Dan Kolkhorst to approve the commercial summary list as presented by staff for the items above. The motion carried unanimously. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to approve the residential summary list as presented by staff for the items listed above. The motion carried unanimously.
- VIII. **Recess to Executive Session to consult with the Development Standards Committee's attorney pursuant to 551.071, Texas Government Code.**
The committee did not recess for an executive session.
- IX. **Reconvene in Public Session.**
The committee did not recess for an executive session.
- X. **Consideration and Action of The Woodlands Association (TWA) Residential Items, Applications and Covenant Violations.**
 - T1. Variance request for removal of trees that do not meet the Standards for removal.
Piper's Green Town Home Association
0 Pipers Green
Lot 00 Block 00 Section 100 Village of Alden Bridge
This item was heard by the full committee. A representative was present to address the committee. The committee deliberated regarding the proposed tree removals. It was moved by Wal Lisiewski and seconded by Arthur Bredehoft to deny as presented. The committee recommends that the applicant complete the sidewalk modifications to see if issues

can be corrected prior to reviewing trees for removal. The motion carried unanimously.

XI. Consideration and Action of the Commercial Items, Applications and Covenant Violations.

A. Consideration and action for the proposed parking lot expansion.

Impact Church of The Woodlands

5401 Shadowbend Place

Lot 0300 Block 0163 Section 0047 Village of Cochran's Crossing

This item was heard by the committee under the summary list as presented by staff. It was then moved by John Anderson and seconded by Jim McDaniell to approve on the following conditions:

- Owner to contact county for requirements regarding fire land access.
- Owner must plant and maintain three 2 inch caliper trees anywhere in the common areas around the parking lot or in the median islands.
- Owner must protect the forest preserve during construction and installation. No encroachment into the forest preserve is approved.
- Approval by this committee does not constitute approval by any other entity. It is the owner's responsibility to obtain those approvals.
- Must adhere to the commercial planning and Design Standards.

The motion carried unanimously.

B. Variance request for the proposed directional signs that contain a business name and a logo which is also not registered.

Christ Church Methodist

6363 Research Forest Drive

Lot 0400 Block 0101 Section 0067 Village of Cochran's Crossing

This item was heard by the full committee. The committee deliberated regarding the proposed improvement, impact to adjacent properties, and applicable standards. It was then moved by John Anderson and seconded by Dan Kolkhorst to deny the proposed improvements as presented and suggest the owner revise and resubmit with plans that remove the logo from the signs and fully comply with the Commercial Planning and Design Standards for directional signage. The motion carried unanimously.

C. Variance request for the existing building sign that is not flush mounted, exceeds the maximum height, lines of copy and logo size allowed, and does not contain a registered logo.

AF4 Woodlands LLC / TRS Roofing Systems

2407 Timberloch Place, Suite G

Lot 0280 Block 0547 Section 0006 Village of Town Center

This item was heard by the committee under the summary list as presented by staff. It was then moved by John Anderson and seconded by Jim McDaniell to approve on the following conditions:

- Property owner is to submit a revised sign criteria for final approval that accommodates the design components of the TRS Roofing building sign.
- Sign should be maintained in good order and repair.
- Logo must be registered with the United States Patent & Trademark Office or Texas Secretary of State within one year of this date of approval or no later than March 16, 2024 or the logo will have to be removed from the sign.
- No other signs are approved at this time, including, but not limited to door vinyl graphics or reserved parking signs.
- Must comply with Commercial Planning & Design Standards.
- The action of this committee does not constitute the action of any other entities. It is the owner's responsibility to obtain those approvals.

The motion carried unanimously.

XII. Consideration and Action of The Woodlands Community Association (WCA) Residential Items, Applications and Covenant Violations.

1. Request from an adjacent property owner to appeal the approval of a front yard wrought iron fence.

Courtney Myers -neighbor appealing fence permit

56 Buttonbush Court

Lot 22, Block 01, Section 17 Village of Grogan's Mill

Revelino -Owner of Fence Permit

9 Maystar Court

Lot 41, Block 01, Section 17 Village of Grogan's Mill

This item was heard by the full committee. The homeowner was present and addressed the committee. There were also nearby residents present who addressed the committee. The committee deliberated regarding the proposed improvement, impact to adjacent properties, comments from both the homeowner and concerned neighbors, and applicable standards. It was then moved by Walt Lisiewski and seconded by Mary Funderburg to table action on the item to a future meeting. Jim McDaniell was in opposition to the motion. The motion carried.

2. Variance request to appeal staff conditions of approval to screen the power generator from view of the street or adjacent properties.

Wilson Living Trust

295 N Silvershire Circle

Lot 23, Block 02, Section 43 Village of Cochran's Crossing

This item was heard by the full committee. The committee deliberated regarding the generator installation, impact to adjacent properties, existing screening, and applicable standards. It was then moved by Arthur Bredehoft and seconded by Mary Funderburg to deny the variance as presented and require the homeowner use additional screening as outlined in the permit's original conditions. Walt Lisiewski was in opposition to the motion. The motion carried.

3. Variance request to appeal the decision of the Cochran's Crossing Residential Design Review Committee disapproval of two trees requested for removal.

Rickard Properties LLC

167 E Pathfinders Circle

Lot 81, Block 06, Section 01 Village of Cochran's Crossing

This item was heard by the full committee. The committee deliberated regarding the reasons given for removal, the actions and comments from the Cochran's Crossing Residential Design Review Committee, and applicable standards. It was then moved by Arthur Bredehoft and seconded by Jim McDaniell to deny the appeal request as presented and reaffirm the actions of the Cochran's Crossing Residential Design Review Committee. The motion carried unanimously.

4. Variance request for the proposed patio cover with related fireplace and summer kitchen that will encroach into fifteen foot side setback.

George R Murphy III

14 Southgate Dr

Lot 04, Block 02, Section 45 Village of Grogan's Mill

This item was heard by the full committee. The owner was present and addressed the committee. The committee deliberated regarding the proposed improvement, impact to adjacent properties, and applicable standards. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to conditionally approve an encroachment of no more than two feet into the 15 foot setback and requested the homeowner revise and resubmit the application and plans to reflect the relocation of the improvements and additional cladding with spark arrester on the chimney of the fireplace. Once the revised plans have been received, the following conditions will be applied to the final permits:

- Improvements must meet code and pass final inspections.
- Must comply with all applicable Standards.
- The improvements must be painted and use materials that are compatible to the existing dwelling.
- The staff will review upon completion to determine if any native evergreen vegetation is necessary to soften and screen the impact or view to adjacent properties.
- Owner is granted 150 days to complete the project. If additional time is needed, please contact the Covenant Administration Department to request an extension.

The motion carried unanimously.

5. Variance request for the conceptually proposed driveway that will exceed the maximum width and hard surface area allowed; and the lot does not meet the minimum lot width required at the front property line for circular driveways.

Joe Havrilla

5 Cedarwing Lane

Lot 17, Block 01, Section 32 Village of Grogan's Mill

This item was heard by the full committee. The committee deliberated regarding the proposed improvements, impact to adjacent properties, and applicable standards. It was then moved by Walt Lisiewski and seconded by Jim McDaniell to

deny the variance as conceptually proposed and suggest the owner revise and resubmit plans that would reduce the amount of hard surface area, expanse of the driveway in the front yard, and respect the side setback. The motion carried unanimously.

6. Variance request for a conceptually proposed garage addition that will encroach into the ten foot side setback.

Joe Havrilla

5 Cedarwing Lane

Lot 17, Block 01, Section 32 Village of Grogan's Mill

This item was heard by the full committee. The committee deliberated regarding the proposed improvements, impact to adjacent properties, and applicable standards. It was then moved by Arthur Bredehoft and seconded by Jim McDaniell to deny the variance as conceptually proposed and suggest the owner revise and resubmit plans that would reduce the amount of hard surface area, expanse of the driveway in the front yard, and respect the side setback. The motion carried unanimously.

7. Variance request for an existing home business conducted on a portion of the lot that is visible from the street, has vehicles that are not parked on the driveway or in the garage; and was considered to be not compatible with and infringe upon the residential character of the neighborhood when reviewed by the Grogan's Mill Residential Design Review Committee.

Eloy Chouza

11510 Timberwild Street

Lot 28, Block 02, Section 04 Village of Grogan's Mill

This item was heard by the full committee. The committee deliberated regarding the existing home business, impact to adjacent properties, responses from nearby properties, and applicable standards. It was then moved by Walt Lisiewski and seconded by Arthur Bredehoft to deny the home business as presented. The motion carried unanimously.

8. Variance request for the existing painted driveway curb that was not considered to be compatible with the home and neighborhood when acted upon by the Grogan's Mill Residential Design Review Committee.

Ehsan Nogoki

34 Red Sable Dr

Lot 03, Block 01, Section 60 Village of Grogan's Mill

This item was heard by the full committee. The owner was present and addressed the committee. The committee deliberated regarding the existing improvements, impact to adjacent properties, personal hardships of the owners, and applicable standards. It was then moved by Arthur Bredehoft and seconded by Jim McDaniell to allow the monument sign to remain as is and deny the painted portions of the driveway as presented. In consideration of the homeowners situation, the committee has consented to delay enforcement of the correction of the driveway. At such a time that the committee sees fit the correction of the driveway color, the homeowner will be required to modify the driveway color to be of a more earth tone. The motion carried unanimously.

9. Variance request for the revised existing exterior programmable lights that were originally considered to create an unreasonable or disproportionate impact to adjacent properties when acted upon by the Grogan's Mill Residential Design Review Committee.

Janeen Osina

125 Grogan's Point

Lot 07, Block 01, Section 49 Village of Grogan's Mill

This item was heard by the committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to approve on the following conditions:

Permanent programmable channel type lighting or similar systems, are allowed, provided they comply with the following:

- Lights must comply with the Permanent Seasonal Lighting Standard, including installation, materials, compatibility and maintained.
- Lights must not cause an unreasonable glare.
- Lights must be of a low wattage that can be dimmed as needed.
- May not be displayed at a Short-Term Rental Property.
- The improvement must comply with all existing standards related to exterior lighting.
- Illumination of permanent seasonal lighting may be used year-round, provided it is limited in scope and does not cause an unreasonable or disproportionate impact to adjacent properties.
- The Plan Review Committee or their designee reserves the right to revoke or amend the permit in the event complaints are received or an impact is observed.

The motion carried unanimously.

10. Variance request for the proposed pool which will exceed the maximum hard surface area allowed.

The Woodlands Custom Homes LLC

114 S Timber Top Drive

Lot 07, Block 01, Section 15 Village of Grogan's Mill

This item was heard by the committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to approve on the following conditions:

- Owner must adhere to the comprehensive landscaping plan included with the new construction, which includes a 4-30 Gallon Redbuds, 1-30 Crepe Myrtle 5-30 Gallon Wax myrtle, 4-45 Shumard Oaks for the purposes of reforestation, softening and screening the view. The staff is to review the final plantings to determine if screening is sufficient and may require additional plantings as necessary.
- Owner must adhere to a comprehensive drainage plan, including inspection upon installation of home and pool, all of which is in accordance with the Standards.
- The owner must ensure placement of the improvements does not halt or materially impede drainage as defined in the Residential Development Standards.
- Must comply with all Residential Development Standards defined for New Home Construction, including but not limited to:
 - Hours of Operation for Construction
 - Access and Safety.
 - Fencing: Maintain all fencing including tree protection, erosion control and perimeter fencing.
 - Keeping of Contractor Vehicles on the lot.
 - Continued maintenance of the lot in good order and repair.
 - Adherence to drainage plan, installation, inspection and certificate of completion installation and inspection.
 - Dumpster or other waste containers stored on site.
 - Portable Restroom Facilities stored on site.
 - Lot must be maintained in good order and repair.
 - All improvements will be required to meet code and pass final inspection.

The motion carried unanimously.

11. Variance request for an existing outdoor living area that is proposed to be converted to a room addition, which would exceed the maximum amount of living area allowed.

Brooklyn Revocable Trust

40 Autumn Crescent

Lot 10, Block 04, Section 09 Village of Cochran's Crossing

This item was heard by the committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to approve on the condition the improvements meet code and pass final inspection. Additionally, 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.

12. Variance request for a proposed patio cover that would encroach past the rear twenty-foot setback.

Robert Michael Baker

70 E Rumpolecreek Place

Lot 38, Block 02, Section 31 Village of Cochran's Crossing

This item was heard by the committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to approve on the condition the owner plant and maintain native vegetation to the rear of the lot to soften and screen the view. Additionally, the improvements must comply with all other Residential Development Standards, meet code and pass final inspection. Additionally the owner must ensure placement of the improvement does not halt or materially impeded drainage as defined in the standards. The motion carried unanimously.

13. Variance request for proposed fence that will exceed the maximum height allowed.

William A Cole

14 Rosedale Brook Court

Lot 31, Block 02, Section 10 Village of Panther Creek

This item was heard by the committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to approve on the condition the fence is double sided as proposed so that no construction members are visible facing outward from the lot. The motion carried unanimously.

14. Variance request for an existing fence that is not an approvable style per the Neighborhood Criteria.
Andrew Rupp
27 Cherry Blossom Place
Lot 07, Block 01, Section 29 Village of Cochran's Crossing
This item was heard by the committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to approve as presented and request the staff revise the Neighborhood Criteria to accept the fence styles now represented in the area. The fence must comply with standards, meet code and pass final inspection. The motion carried unanimously.
15. Variance request for an existing fence that is not an approvable design, height, and orientation per the Neighbor Criteria.
Roger M Schulken
6 Gallant Oak Place
Lot 72, Block 02, Section 41 Village of Cochran's Crossing
This item was heard by the committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to approve as presented and request the staff revise the Neighborhood Criteria to accept the fence styles now represented in the area. The fence must comply with standards, meet code and pass final inspection. The motion carried unanimously.
16. Variance request to remove trees, which do not meet the criteria for removal.
Aurora J Ascencio
1 Yewleaf Court
Lot 35, Block 03, Section 01 Village of Panther Creek
This item was heard by the committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to approve the three trees proposed for removal and require the owner plant and maintain one 15-gallon native evergreen tree anywhere in the front yard for the purposes of reforestation. The motion carried unanimously.
17. Variance request for a power generator that is encroaching into the easement.
Robert Sergeant Jr.
8 Flagstone Path
Lot 04, Block 02, Section 42 Village of Cochran's Crossing
This item was heard by the committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to approve on the condition the improvement meets code and passes final inspection and does not compromise any secure barrier fencing. In the event the proximity to the fence compromises any pool fencing, the owner will be required to revise the generator location or work with the adjacent property owner to modify the fence to accommodate security fencing. The motion carried unanimously.
18. Variance request for a home business application that includes two employees.
Michael Robert Hamilton
247 South Crimson Clover Court
Lot 28, Block 01, Section 30 Village of Panther Creek
This item was heard by the full committee. The committee deliberated regarding the proposed business, potential impact to adjacent properties, and applicable standards. It was then moved by Arthur Bredehoft and seconded by Mary Funderburg to table final action on the item to a future meeting. John Anderson abstained from the action. The motion carried unanimously.
19. Consideration and action for a home business application.
Dale Clausen
39 Gannet Hollow
Lot 01, Block 03, Section 59 Village of Cochran's Crossing
This item was heard by the committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to approve the home business for two years on the condition the owner must sign the memorandum regarding the conditions of a home business application noting the owner certification for compliance and licensing with The Federal Bureau of Alcohol, Tobacco, Firearms and Explosives. The memorandum will be recorded at the courthouse and binding on the land. Additionally, in accordance with the Residential Development

Standards and Covenants, Restrictions, Easements Charges and Liens of The Woodlands, the Home Business is subject to revocation for the following reasons:

- A violation of the Standards occurs.
- The Business does not adhere to the conditions of approval.
- Or at the discretion of the Plan Review Committee.
- A violation of the agreement.
- Owner must submit a home business renewal no later than March 2025 for continued operation.

The motion carried unanimously.

20. Consideration and action for a home business application.

Robbie Brundrett

11 Red Sable Pt

Lot 03, Block 02, Section 59 Village of Grogan's Mill

This item was heard by the committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to approve the home business for two years on the condition the owner must sign the memorandum regarding the conditions of a home business application noting the owner certification for compliance and licensing with The Federal Bureau of Alcohol, Tobacco, Firearms and Explosives. The memorandum will be recorded at the courthouse and binding on the land. Additionally, in accordance with the Residential Development Standards and Covenants, Restrictions, Easements Charges and Liens of The Woodlands, the Home Business is subject to revocation for the following reasons:

- A violation of the Standards occurs.
- The Business does not adhere to the conditions of approval.
- Or at the discretion of the Plan Review Committee.
- A violation of the agreement.
- Owner must submit a home business renewal no later than March 2025 for continued operation.

The motion carried unanimously.

21. Consideration and action for a home business application.

Natalia Vidishev

2 Rolling Mill Lane

Lot 09, Block 05, Section 28 Village of Grogan's Mill

This item was heard by the committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to approve the home business for two years on the condition the owner must comply with the Residential Development Standards and Covenants, Restrictions, Easements Charges and Liens of The Woodlands. The Home Business is subject to revocation for the following reasons:

- A violation of the Standards occurs. Including but limited to restricting parking to the driveway. All individuals in conjunction with the Home Business must be parked in the driveway. Parking on the street in conjunction with the business is prohibited and could result in a revocation of your permit.
- The Business does not adhere to the conditions of approval.
- Or at the discretion of the Plan Review Committee.
- Owner must submit a home business renewal no later than March 2025 for continued operation.

The motion carried unanimously.

22. Consideration and action for a Short-Term Rental application.

Carlos E. Perez Salmeron

2013 Royal Oak Place

Lot 30, Block 09, Section 03 Village of Grogan's Mill

This item was heard by the committee under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to approve on the condition that the owner must sign the Short-Term Rental Maintenance and User Agreement, pay compliance deposit, submit insurance certificate and must provide a secondary responsible party in order to accommodate the possible absence of the primary responsible party. Owner must also comply with all the Short-Term Rental regulations per Section 3.7 of The Woodlands Residential Development Standards. This approval is valid for a period not to exceed one year. Owner must reapply by March 2024. Short Term Rental application may be revoked at any time for failure to comply with the conditions of approval, as a result of impact or at the discretion of the Development Standards Committee. The motion carried unanimously.

XIII. **Consideration and action regarding the Residential Development Standards and Commercial Planning and Design Standards and/or any promulgated rules for interim actions during emergency situations.**

No action was taken on this item.

XIV. **Member Comments**

Arthur Bredehoft commented that he was looking forward to the upcoming workshop and thanked the staff for the preparation of the meeting. Mary Funderburg seconded the comments of Arthur. Dan Kolkhorst thanked the staff. Walt Lisiewski thanked the staff and commented that they will need to look at how the recent senate bill 1588 affects fence standards. John Anderson commented that under senate bill 1588 they would not be able to disapprove fence applications but could still apply the standards with regards to design and conditions of the fence permit. He also stated that the roll-up shades located at 11510 Timberwild which was noted during the item's review may be a violation. Jim McDaniell stated that he feels the township needs to reevaluate the inspector certification process and that inspectors are currently certifying fences that do not meet the requirements for certification. He stated the township should address the issue immediately.

XV. **Staff Comments and Reports**

There were no staff comments or reports.

XVI. **Adjourn**

There being no further business, it was moved by Arthur Bredehoft and seconded by John Anderson to adjourn the meeting at 7:27 p.m. The motion carried unanimously.

Development Standards Committee Meeting of 3/15/23

Name (Please Print)	Representing	Address	Agenda #
SUSAN HORAIST	Pipers GREEN HOA	6 E. PIPERS Green	T-1
Rodre Coleman	Impact Church	5401 Shadowbush	
KARL VOELKEL	5 CEDARWing	5 CEDARWing Mr. HAWKILLA	5
Larry & Julie Revelino	Self	9 Maystar Ct.	1
Coleman & Toni Hudson	Self	57 Buttonbush CT	1
Bill Hughes	Truck	40 Autumn Crescent	11
Gary Giles	Self	114 S. Timber Top	10
Lisa Cohen	Self		—
Ashtey Hinton	Self	2407 Timberloch Pl. STE G	C
Donna Yost	Christ Church	6363 Research Forest	B
ADRIANA SARRA	MURPHY	14 SOUTHGATE	T-4.
Natalie Harrell	Self	6 Cedarshade Ln.	#1
Wendy Davis	Self	4 Maystar Ct	#1
Vinee Fredrick	Self	22 Starfield	#1

Development Standards Committee Meeting of 3/15/23

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