

**Development Standards Committee**  
**April 3<sup>rd</sup>, 2024, at 5:00 p.m.**  
**The Woodlands Township**  
**2801 Technology Forest Boulevard**  
**The Woodlands, TX 77381**  
**MINUTES**

**Members Present:** Walt Lisiewski, John Anderson, Arthur Bredehoft, John Anthony Brown, Bob Adams, & Mary Funderburg

**Staff Present:** Neslihan Tesno, Kim McKenna, Delilah Campos, Michael Pechanec, Rick Wolfarth & Bret Strong

**I. Welcome.**

**II. Pledge of Allegiance.**

**III. Call Meeting to Order.**

The meeting was called to order by Walt Lisiewski at 5:00 p.m. and a quorum was declared.

**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 Bob Adams. The motion carried unanimously.

**V. Public Comment.**

There were no public Comments.

**VI. Consideration and action regarding the minutes of the meeting of March 6, 2024.**

A motion to approve the minutes was moved by Arthur Bredehoft seconded by Bob Adams. The motion carried unanimously.

**VII. Consideration and Action of items recommended for Summary Action.**

**Commercial:**

Staff presented the Commercial Summary List consisting of Items B, D, E and G. It was moved by Bob Adams and seconded by John Anthony Brown to approve the Commercial Summary List as presented. The motion carried unanimously.

**Residential:**

Staff presented the Residential Summary List consisting of Items 3-14, 16-28, 33 & 40. Items 15 & 21 were withdrawn prior to the meeting and items 30 & 38 were tabled per the request of the property owners. It was moved by Arthur Bredehoft and seconded by John Anthony Brown to approve the Residential Summary List as presented. Arthur Bredehoft abstained from item 12. The motion carried.

**VIII. Recess to Executive Session to consult with the Development Standards Committee's attorney pursuant to 551.071, Texas Government Code.**

The Committee recessed to Executive Session at 5:07 p.m.

**IX. Reconvene in Public Session.**

The Committee reconvened in Public Session at 5:40 p.m.

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

- A. Variance request for the proposed construction start times that do not comply with the hours allowed in the standards.  
BA Leasing BSC LLC / Chevron Phillips Chemical Company LP  
9500 Lakeside Boulevard  
2455 & 2501 Research Forest Drive  
Lot 6400 Block 0547 Section 0007 Village of Research Forest  
Lot 6305 Block 0547 Section 0007 Village of Research Forest  
Lot 6311 Block 0547 Section 0007 Village of Research Forest  
This item was heard by the full committee. A representative for the item was present and addressed the committee. The committee reviewed the proposal, considered the existing conditions, and the Commercial Planning and Design Standards. It was then moved by Arthur Bredehoft and seconded by Bob Adams to deny the request as presented. The motion carried unanimously.
- B. Variance request for the proposed monument sign that exceeds the maximum size allowed, includes the street name in the address and does not comply with the previous action of the Development Standards Committee.  
Shoppes on Sawdust LLC  
1440 Sawdust Road  
Lot 0400 Block 0599 Section 0006 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 Bob Adams and seconded by John Anthony Brown to approve on the following conditions:
- Owner to submit specifications for tenant panels prior to fabrication and installation.
  - A formal planting area, not more than eight (8) feet wide, must be installed, irrigated, and maintained around any new monument Sign.
  - Must comply with Commercial Planning and Design Standards.
  - The action of this committee does not constitute the approval of any other entities. It is the owner's responsibility to obtain those approvals.
- The motion carried unanimously.
- C. Variance request for the proposed walkways where portions encroach into the Forest Preserve.  
Diocese of Galveston / Saints Simon & Jude Catholic Church  
26777 Glen Loch Drive  
Lot 0421 Block 0045 Section 0007 Village of Panther Creek  
This item was heard by the full committee. A representative for the item was present and addressed the committee. The committee reviewed the proposal, considered the existing conditions, and the Commercial Planning and Design Standards. It was then moved by Dan Kolkhorst and seconded by Bob Adams to conditionally approve OPTION 2 only, with the requirement to revise and resubmit on the following conditions:
- Revise the pathway to crushed granite instead of black star gravel.
  - Remove all natural stone proposed around the walkway and revise with landscape edging to soften the transition from path to forest.
  - Remove all boulders proposed in the area of the forest preserve and replace with undergrowth and mid-growth plantings, in Accordance with the Commercial Planning and Design Standards. Boulders should be limited in scope. Staff to meet on site to determine final placement and possible plantings prior to install.
  - Plantings in accordance with the forest preserve mid growth should be maintained to soften and screen the view. Staff to review final installation of the walkway and may require additional plantings as necessary for screening.
  - Section of proposed walkway in the forest preserve, that connects to the pathway, should be installed at an angle or in a serpentine design, closer to the extended portion nearest the fence surrounding the HVAC. Design should reduce visibility and incorporate plantings. Connecting pathway must be crushed granite. Staff to meet on site to determine final location and plantings prior to install.
  - Owner must ensure placement of the improvement does not halt or materially impede drainage.

- Action by this committee does not constitute action by any other entity. It is the owner's responsibility to obtain those approvals.

Mary Funderburg and Walt Lisiewski abstained from the motion. The motion carried.

- D. Consideration and action for the proposed exterior renovation including a color change, parking lot restriping and safety bollard installation to comply with Americans with Disability Act.

Bank of America

6607 Woodlands Parkway

Lot 0504 Block 0592 Section 0060 Village of Indian Springs

This item was heard by the committee under the summary list as presented by staff. It was then moved by Bob Adams and seconded by John Anthony Brown to deny as presented and require the owner revised and resubmit on the following conditions:

- Terracotta tile and nosing wainscoting are NOT to be painted. Other properties have been given the same stipulations. No brick, stone, tile, etc. are to be painted.
- Revise and resubmit with a new color scheme or revise all other items without a proposed color change. Colors should be more complementary to the wainscoting.
- Parking lot re-striping will be considered, remaining white. Colors shall be limited to only where the code requires them.
- Safety bollards in front of the bank storefront will need to match the color scheme of the building. Revise & Resubmit.
- Two bollards will have integrated ADA parking signs, and the sign post and sign back are to be painted dark bronze.
- Improvements must be submitted for review and written Committee approval prior to fabrication and installation.
- Must comply with Commercial Planning and Design Standards.
- The action of the committee does not constitute the approval of any other entities. It is the owner's responsibility to obtain those approvals.

The motion carried unanimously.

- E. Variance request for the proposed and existing site lighting that exceeds the maximum foot candle levels allowed at the property line and may include vegetation and tree trimming and one tree removal.

Bank of America

6607 Woodlands Parkway

Lot 0504 Block 0592 Section 0060 Village of Indian Springs

This item was heard by the committee under the summary list as presented by staff. It was then moved by Bob Adams and seconded by John Anthony Brown to conditionally approve on the following conditions:

- The proposed LED light replacements must be downward-facing lights at 4000K color temperature.
- Parking lot area light poles are to be refinished to match the dark bronze light fixture heads.
- All exterior lights must match within 500K color temperature of each other.
- A variance will be considered for light output at the property line to exceed 0.1 fc ranging up to 0.9 to 1.7 as the property is surrounded by commercial properties and major R.O.W. provided that the committee reserves the right to require additional screening or to reduce light fixture output in the event an impact is received or observed.
- Owner may trim tree limbs within the site between 10' and 11' and trim lower shrub landscaping to 36 inches in height. No trimming or thinning is allowed in the forest preserve. Any plantings at the perimeter of the site must not be trimmed or thinned as they lie in a Forest Preserve.
- No trees are to be removed unless unhealthy or dead. Removed trees must be replaced caliper inch per caliper inch. Application may be required. Please consult the Township staff.
- No exterior improvements are approved unless previously approved. All exterior improvements must be submitted for review and written Committee approval prior to fabrication and installation.
- Permanent improvements must comply with The Woodlands Commercial Planning and Design

Standards.

- The action of the committee does not constitute the approval of any other entities. It is the owner's responsibility to obtain those approvals.

The motion carried unanimously.

F. Consideration and action for the proposed community awareness parking lot signs.

Centro NP Holdings 12 SPE LLC

9420 College Park Drive

Lot 0500 Block 0490 Section 0046 Village of Alden Bridge

This item was heard by the full committee. The committee reviewed the proposal, considered the location and number of signs, prior committee actions, and the Commercial Planning and Design Standards. It was then moved by John Anderson and seconded by Bob Adams to deny the request as presented. The motion carried unanimously.

G. Variance request for the proposed building sign that exceeds the maximum height allowed, does not include individual channel cut letters and does not comply with return size in accordance with the shopping center criteria.

14-GRN Green Tree LLC ET AL / Trinity Nail Lounge

10110 Woodlands Parkway, Suite 200

Lot 0300 Block 0458 Section 0046 Village of Sterling Ridge

This item was heard by the committee under the summary list as presented by staff. It was then moved by Bob Adams and seconded by John Anthony Brown to conditionally approve the revised submission and require the owner revise and resubmit on the following conditions:

- Reduce the sign width not to exceed 70% of the message area. Ensure the signage does not extend beyond the inside border of the columns below.
- Must comply with Commercial Planning and Design Standards.
- Additional signage and improvements must be submitted for review and written Committee approval prior to fabrication and installation.
- The action of the committee does not constitute the approval of any other entities. It is the owner's responsibility to obtain those approvals.

The motion carried unanimously.

**XI. Consideration and Action of The Residential Applications and Covenant Violations.**

1. Request for a rehearing by the owner at 14 Dovetail regarding a Short Term Rental that was previously revoked by the Development Standards Committee for violations of the Standards.

14 Dovetail Place

Lot 04, Block 02, Section 18 Village of Cochran's Crossing

This item was heard by the full committee. A representative for the item was present and addressed the committee. The committee deliberated regarding the request, additional information provided by the requestor, and the applicable Residential Development Standards. After deliberation, the Committee found there was insufficient new information to grant a rehearing and there was a motion by Walt Lisiewski with a second by Arthur Bredehoft to deny the rehearing request. The motion carried unanimously.

2. Request for a rehearing by the owner at 15 Ivy Pond Place for signage that was previously denied by the Development Standards Committee with a consent to delay enforcement based upon the execution of a Memorandum of Agreement, and additional conditional requirements

15 Ivy Pond Place

Lots 07 & 08, Block 02, Section 45 Village of Cochran's Crossing

This item was heard by the full committee. A representative for the item was present and addressed the committee. The committee deliberated regarding the request, additional information provided by the requestor, and the applicable Residential Development Standards. After deliberation, the Committee found

there was sufficient new information to grant a rehearing and there was a motion by Arthur Bredehoft with a second by John Anthony Brown to approve the rehearing request. The motion carried unanimously.

3. Consideration and action of a Short Term Rental application

50 N Duskwood Place

Lot 07, Block 03, Section 26 Village of Cochran's Crossing

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve the Short-Term Rental on the condition that the owner & other designees must sign the Short-Term Rental Maintenance and User Agreement, pay compliance deposit, submit insurance certificate, and must provide a secondary responsible party when the primary responsible party is absent. 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 April 2025. 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. **Property must be maintained per the Covenants and Standards.** The motion carried unanimously.

4. Variance request for a proposed play structure with elevated floor area that exceeds the maximum allowed square footage.

6 Hope Valley Place

Lot 14, Block 01, Section 21 Village of Indian Springs (TWA)

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve as submitted. The motion carried unanimously.

5. Variance request for the raised decking on the proposed play structure that exceeds the maximum height allowed.

15 Mirror Ridge Drive

Lot 13, Block 03, Section 18 Village of Indian Springs (TWA)

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve on the condition staff is to review upon completion to determine if evergreen vegetation is needed to soften/screen the view of the play structure from the neighbor's view. The motion carried unanimously.

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

43 Lenox Hill Court

Lot 45, Block 01, Section 20 Village of Indian Springs (TWA)

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to conditionally approve 7'2" fence - meet code and pass inspections. All conditions must be met within 150 days of approval. Failure to meet requirements and conditions of approval may result in forfeiture of the Compliance Deposit. The motion carried unanimously.

7. Variance request for a proposed wrought iron fence which does not comply with the Development Criteria for Section 13 Village of Creekside Park.

10 Witherbee Place

Lot 13, Block 01, Section 13 Village of Creekside Park

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve as submitted. All conditions must be met within 150 days of approval. The motion carried unanimously.

8. Variance request for a proposed wrought iron fence that will extend further than five feet past the side platted building line.

53 Marquise Oaks Place

Lot 11 Block 01, Section 45 Village of Sterling Ridge

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to conditionally approved - a planter bed with a mix of plants, trees and shrubs must be placed immediately adjacent to the fence as required per the standards. Improvements must meet code, pass inspections, and comply with the Development Standards. All conditions must be met within 150 days of approval. Failure to meet requirements and conditions of approval may result in forfeiture of the Compliance Deposit. The motion carried unanimously.

9. Variance request for an existing fence that has the construction facing side out.

11 North Heritage Hill Circle

Lot 08, Block 01, Section 14 Village of Indian Springs (TWA)

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve on the condition that the owner must double side if the fence becomes visible to the street. Meet code & Standards and pass inspections. All conditions must be met within 150 days of approval. Failure to meet requirements and conditions of approval may result in forfeiture of the Compliance Deposit. The motion carried unanimously.

10. Variance request for existing artificial vegetation that is attached to the wrought iron fence

38 Brakendale Place

Lot 24, Block 01, Section 18 Village of Creekside Park

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve the artificial vegetation on the wrought iron fence on the conditions the artificial vegetation must be maintained in good repair and replaced or removed when it becomes damaged or fades. The owner must plant and maintain evergreen shrubs at least 4' tall to soften the view to the wrought iron fence to the right of the artificial vegetation. The motion carried unanimously.

11. Variance request for an existing patio cover with summer kitchen that does not respect the rear ten-foot easement.

3 English Heather

Lot 64, Block 01, Section 03 Village of Sterling Ridge

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve the encroachment on the condition the improvements must meet all original conditions of approval. Improvements must meet code, pass inspections and must comply with the Residential Development Standards. The Owner must ensure that the placement of the improvement does not halt or materially impede drainage flowing off of a neighboring tract and does not redirect the flow or significantly increase the amount of water flowing onto a neighboring tract. ALL CONDITIONS MUST BE MET WITHIN 120 DAYS OF APPROVAL. Failure to meet requirements and conditions of approval may result in the property going into violation and any compliance deposits being forfeited. The motion carried unanimously.

12. Consideration and action regarding a renewal of a home business - Consulting.

10 East Cottage Green Street

Lot 03 Block 04 Section 35 Village of Alden Bridge

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve the home business renewal as presented on the condition the home business remains in compliance with the Residential Development Standards. The permit is approved for 2 years, and the owner must reapply for a Home Business renewal no later than April 2026. Arthur Bredehoft abstained. The motion carried.

13. Consideration and action for a Short-Term Rental.



7 New Dawn Place

Lot 14, Block 02, Section 09 Village of Harpers Landing at College Park

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve the Short-Term Rental on the condition that the owner & other designees must sign the Short-Term Rental Maintenance and User Agreement, pay compliance deposit, submit insurance certificate, and must provide a secondary responsible party when the primary responsible party is absent. The advertised total occupancy limit may not exceed 10 for the 5-bedroom home. 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 April 2025. 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. Property must be maintained per the Covenants and Standards. The motion carried unanimously.

14. Variance request for a proposed retaining wall that encroaches the easement.

3 Thundercloud Place

Lot 29, Block 02, Section 29 Village of Creekside Park West

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to approve on the condition the wall and fence replicate the same on the property to the rear. Plant and maintain a planting bed with a mix of plants and native shrubs. 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. ALL CONDITIONS MUST BE MET WITHIN 120 DAYS OF APPROVAL. The motion carried unanimously.

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

10 Fairlee Court

Lot 9, Block 2, Section 88 Village of Sterling Ridge

**Resolved Prior to Meeting**

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

11 West Archwyck Circle

Lot 50, Block 1, Section 42 Village of Sterling Ridge

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown 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 (by mowing, weeding and edging the yard and continually maintaining the yard in good repair which includes mowing, weeding, edging and defining the beds in front and back yards; by removing trash/recycle carts from public view) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.

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

7 Gull Rock Place

Lot 40, Block 2, Section 5 Village of Creekside Park

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown 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 the wood panels that were disapproved by the Residential Design Review Committee or submitting a variance request to the Development Standards Committee**) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.

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

150 East Spindle Tree Circle

Lot 9, Block 1, Section 73 Village of Sterling Ridge

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown 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 and obtaining approval for the fence replacement) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.

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

38 Robin Caper Court

Lot 7, Block 1, Section 42 Village of Sterling Ridge

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown 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 and obtaining approval for the additional paving in backyard) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.

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

31 Vershire Circle

Lot 8, Block 3, Section 91 Village of Sterling Ridge

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown 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 a passing inspection for the solar panels**) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.

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

3 Burgandy Oaks Court

Lot 20, Block 2, Section 15 Village of Creekside Park West



## Resolved Prior To Meeting

22. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.  
70 North Misty Canyon Place  
Lot 70, Block 2, Section 4 Village of Harper's Landing at College Park  
This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown 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 (by removing table, cinder blocks, bricks, wooden pallet, soil/mulch bags, and other items piled on top of cinder blocks and trash/recycle carts from public view and by submitting an application and obtaining approval for the fence replacement) will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.
23. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.  
3 Bushell Mill Place  
Lot 31, Block 1, Section 34 Village of Sterling Ridge  
This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown 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 **(by submitting an application and obtaining approval for the stain and must maintain the fence stain (patchy in areas) and by cleaning and/or removing the discoloration on the rear roof 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, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.
24. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.  
95 Hamlin Lake Drive  
Lot 2, Block 1, Section 9 Village of Creekside Park West  
This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown 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 **(by removing the basketball goal form the street right-of-way)** will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.
25. Consideration and Action to proceed with legal action, regarding failure to comply with the Covenants and Standards for outstanding violations on the property.  
60 Venetia Grove Drive  
Lot 3, Block 3, Section 41 Village of Creekside Park West  
This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown 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 trash/recycle carts from public view.)** will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.

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

210 Hearthshire Circle

Lot 52, Block 1, Section 99 Village of Sterling Ridge

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown 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 **(by mowing, weeding and edging the yard and continually maintaining the yard in good repair which includes mowing, weeding, edging and defining the beds in front and back yards; by removing trash/recycling carts from public view; and by parking on concrete or other approved hard surface)** will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.

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

195 West Sterling Pond Circle

Lot 66, Block 2, Section 3 Village of Alden Bridge

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown 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 **(by mowing, weeding and edging the yard and continually maintaining the yard in good repair which includes mowing, weeding, edging and defining the beds in front and back yards and by maintaining pool and pool equipment)** will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.

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

26 East Loftwood Circle

Lot 16, Block 3, Section 77 Village of Sterling Ridge

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown 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 and obtaining approval for the 2<sup>nd</sup> story balcony)** will result in a lawsuit filed & court hearing scheduled. Furthermore, we recommend The Township Board authorize funding of legal action, as necessary, in order to correct these violations of the Woodlands Covenants and Residential Development Standards, if the initial correspondence by The Strong Firm and the staff does not resolve these violations prior to filing the lawsuit. The motion carried unanimously.

29. Consideration and action regarding the Development Standards Committee's required plantings for a sports court.  
110 Player Oaks Place  
Lot 06 Block 01 Section 72 Village of Sterling Ridge  
This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner and neighbor were present. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to accept the plantings as consistent to the landscape plan and the Memorandum of Agreement and that conditions had been met. The motion carried unanimously.
30. Consideration and action regarding a renewal of a home business – daycare.  
55 Raindance Court  
Lot 01 Block 03, Section 11 Village of Harper's Landing at College Park  
It was moved by Arthur Bredehoft and seconded by John Anthony Brown to table this item under the summary list as presented by staff. The motion carried unanimously.
31. Variance request for a proposed fence that will not comply with the fence standards and Neighborhood Criteria for location and height in Section 35 Village of Alden Bridge.  
50 Trellis Gate Street  
Lot 01 Block 01 Section 35 Village of Alden Bridge  
This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner and neighbor were present. It was then moved by Arthur Bredehoft and seconded by Mary Funderburg to Conditionally approved as follows: fence to be 6.5' in height, stained gray to match existing and moved at least 5' from the pathway. Plant and maintain a planting bed with evergreen plants or low shrubs along fence line. Staff to assist in determining plants and if sufficient screening. Arthur Bredehoft abstained. The motion carried.
32. Variance request for a proposed patio cover with fireplace that does not respect the rear 30-foot setback and rear ten-foot easement.  
22 Harmony Links Place  
Lot 34, Block 01, Section 18 Village of Sterling Ridge  
This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner was present. It was then moved by John Anthony Brown and seconded by Bob Adams to Conditionally approved as follows: Redesign with reorienting patio cover closer to the house similar to the screen shot below as discussed in DSC meeting – staff to work with applicant on final location. Submit final survey with revised plans – spark arrester must be noted.
- Staff to review submission for approval – Standard Conditions, meet code, pass inspections, staff to review upon completion to determine if there are any screening needs to adjacent properties. ALL CONDITIONS MUST BE MET WITHIN 120 DAYS OF APPROVAL. Failure to meet requirements and conditions of approval may result in property going into violation and any compliance deposits being forfeited. The motion carried unanimously.
33. Variance request for a proposed and existing room addition with integrated Patio Cover and Fireplace that exceeds the maximum living area per the Initial Land Use Designation and Development Criteria.  
7 North Seasons Trace  
Lot 02 Block 01, Section 19 Village of Sterling Ridge  
This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to conditionally approve as follows: not to exceed the amended maximum ILUD of 4700 ft<sup>2</sup> as approved by the Development Company, Owner must get 2/3rds approval (notarized signatures) of all owners within Section 19 Sterling Ridge to amend the ILUD. Documentation must be submitted and reviewed by Township staff prior to permit issuance.

Submit final plans, fees and documentation for staff review. Meet code and pass inspection. ALL CONDITIONS MUST BE MET WITHIN 120 DAYS OF APPROVAL. Failure to meet requirements and conditions of approval may result in property going into violation and any compliance deposits being forfeited. Staff to review all documents for completeness and compliance with the Standards. The motion carried unanimously.

34. Variance request for an existing driveway border that is not on both sides of the driveway and exceeds the maximum width allowed.

86 West Lansdowne Circle

Lot 29, Block 01, Lot 29 Village of Indian Springs (TWA)

This item was heard by the full Committee. The staff provided the Committee with a presentation. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to disapprove and consent to delay enforcement, based upon the execution of a memorandum of agreement, requiring the owner to comply with Standards regarding the driveway border, when the owner no longer owns the home, transfers title or when the owner is no longer the primary resident, when the driveway & border is in disrepair and needs. The memorandum will be recorded with the courthouse and binding on the land. The motion carried unanimously.

35. Variance request for a proposed chicken coop that may impact existing neighborhood character and may have an adverse impact to neighboring properties.

23 Rippled Pond Circle

Lot 38 Block 02 Section 11 Village of Alden Bridge

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner was present. It was then moved by Arthur Bredehoft and seconded by Mary Funderburg to disapprove and consent to delay enforcement, based upon the execution of a memorandum of agreement, requiring the owner to remove the chicken coop from the property, or when the owner no longer owns the home, transfers title or when the owner is no longer the primary resident, or when the chicken coop is in disrepair and needs replacement whichever comes first. The memorandum will be recorded with the courthouse and binding on the land. Additionally, there are no more than 3 hens (no roosters) at a time, chicken coop must be removed within 15 days at the owner's expense if objectional odors or noise emanate beyond the property line. The motion carried unanimously.

36. Variance request for a proposed artificial turf in the rear yard which includes two trees for removal, and the proposed removal of three trees in the front yard that do not meet the Standards for tree removal.

89 Sundown Ridge Place

Lot 28, Block 01, Section 16 Village of Creekside Park West

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner and arborist were present. It was then moved by Arthur Bredehoft and seconded by Mary Funderburg to approve the turf application on the condition no trees are to be removed in the backyard. Additionally, the request to remove trees in the front yard was disapproved. The Development Standards Committee recommended the homeowner install a root barrier. The motion carried unanimously.

37. Variance request for a proposed sport court location that does not respect the 30-foot rear setback and the 10 foot side setback and is not located at least 15 feet from the side property line.

7422 Lake Paloma Trail

Lot 14, Block 01, Section 11 Village of Creekside Park

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowner and contractor were present. It was then moved by Arthur Bredehoft and seconded by Mary Funderburg to disapprove the sports court at submitted and recommend the owner resubmit a plan that meets the Standards – no encroachments of easements or setbacks and must submit a drainage plan. The motion carried unanimously.

38. Variance request for a proposed detached storage building with paving that does not respect the side five foot easement.

81 East Beckonvale Circle

Lot 19 Block 02, Section 06 Village of Sterling Ridge

It was moved by Arthur Bredehoft and seconded by John Anthony Brown to table this item under the summary list as presented by staff. The motion carried unanimously.

39. Variance request for an existing room addition that was built without the required sealed plans.

Lot 19 Block 01 Section 61 Village of Alden Bridge.

30 Camber Pine Place

Lot 19 Block 01 Section 61 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. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to be table this item. The applicant is to obtain the sealed architectural plans. Staff to review with Bob Adams for compliance and approval. Meet code pass inspection and add evergreen screening to street. Staff to review upon completion to determine if sufficient screening. The motion carried unanimously.

40. Variance request for existing paving that exceeds the maximum hard surface area allowed, and for the existing driveway width and border that does not meet the Standards.

3 Lanesend Place

Lot 41, Block 01, Section 23 Village of Indian Springs (TWA)

This item was heard under the summary list as presented by staff. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to disapprove and consent to delay enforcement, based upon the execution of a memorandum of agreement, requiring the owner to comply with Standards regarding the driveway and border width, when the owner no longer owns the home, transfers title or when the owner is no longer the primary resident, when the driveway & border is in disrepair and needs replacement or with the need for the ADA access is no longer needed whichever comes first. The memorandum will be recorded with the courthouse and binding on the land. The motion carried unanimously.

41. Variance request for an existing generator that exceeds the maximum height allowed and the unit is not screened from view.

11 North Curly Willow Circle

Lot 02, Block 02, Section 15 Village of Creekside Park West

This item was heard by the full Committee. The staff provided the Committee with a presentation. The homeowners were present. It was then moved by Walt Lisiewski and seconded by Arthur Bredehoft to conditionally approved as follows: Conduit to be painted to match dwelling, install screen structure – black with horizontal slats per the submitted sample. Not to exceed height of the top of the generator, nor to be attached to fence.

Meet code and pass inspections. 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. ALL CONDITIONS MUST BE MET WITHIN 120 DAYS OF APPROVAL. ALL CONDITIONS MUST BE MET WITHIN 120 DAYS OF APPROVAL. Failure to meet requirements and conditions of approval may result in property going into violation and any compliance deposits being forfeited. The motion carried unanimously.

42. Variance request for an existing storage building that exceeds the maximum height allowed and does not respect the rear ten foot easement.

76 Twin Ponds Place

Lot 04, Block 02, Section 10 Village of Creekside Park West

This item was heard by the full Committee. The staff provided the Committee with a presentation. It was then moved by Arthur Bredehoft and seconded by Walt Lisiewski to Disapprove as submitted and recommended the owner move the storage building out of the easement and comply with the Development Standards. The motion carried unanimously.

- XII. Consideration and action amending the Neighborhood Criteria for Section 35 & 55, in the Village of Alden Bridge.**  
It was moved by Arthur Bredehoft and seconded by John Anthony Brown to table this item under the summary list as presented by staff. 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.**  
There was no action on this item.
- XIV. Development Standards Committee Member Comments**  
Arthur Bredehoft remind the committee that the next Development Standards Committee Workshop would be on April 12, and that he was excited to look at the revisions to the Neighborhood Criteria for Section 35 & 55, in the Village of Alden Bridge.
- XV. Staff Comments and Reports**  
Neslihan Tesno reminded the committee that she will not be in attendance at the June 27, 2024 Development Standards Committee meeting and asked the committee to consider alternative dates to reschedule. She explained that if that would not be possible, Kim McKenna would run the meeting.
- XVI. Adjourn**  
It was then moved by Bob Anderson and seconded by John Anthony Brown to adjourn the meeting at 9:47 p.m. The motion carried unanimously.



# Development Standards Committee Meeting of 4/3/24

Name (Please Print)	Representing	Address	Agenda #
Kevin Benzer	Tony Const. Cheveron Phillips	9500 Lakeside Blvd.	A
Buttrey Aaron	Chellon Phillips	9500 Lakeside Blvd.	A
Alice Williams	Self	10 GREAT LAUREL CT	A
Kerry Williams	Self	10 GREAT LAUREL CT	A
ED Dolphin	Mathew Novak	89 Sunset Ridge	36
CHRISTOPHER COCKBURN	Srs. SINGAL & JUDE	26777 Greenloch Dr	C
Tammy Beng	Self	30 Camber Pine Pl 77382	39
ADRIAN OSBOURNE	SELF	11 N CURLY WILLOW CIR	41
Haidi Herfurth	SELF	7422 Lake Paloma	37
Joe LeBlanc	Self	43 Lenox Hill Court	6
Christina Shelly	Self	3 Thundercloud Place	14
Carey & David Marber	Self	3 English Heather Pl	11
Wm Cohen	Self		Observed

# Development Standards Committee Meeting of 4/3/24

Name (Please Print)	Representing	Address	Agenda #
BRENDAN CUMMINGS	ME	11 GREAT LAUREL CT 77381	A
ERWIN ENRIQUETA	ME	53 MANQUIS STS PL	8
CIARA ENRIQUETA	ME	53 MANQUIS STS PL	8
Chaneq Moore	CP Chem	9500 LAKESIDE DR	A
Ed Norris	ME	106 Player Oaks PL	29
Alex Montelongo	Client TN Season Trace	7 N Season Trace	33
Doug & Susan Graham	ME	6 English Glade Ct	A
Rich Endrey	ME	1440 Sawdust	B
Mike Ficklin	ME	7 N Seasons Trace	33
Thomas Joseph	Self	50 (EAST) CARL	31
Will Martinez	Self	3 Lanesend Pl	40
Chris Phan	Self	58 N. Berryline	A
Olga Martinez	Self	54 N. Berryline Circle	A
Alvaro Martinez	Self	54 N. Berryline Circle	A

# Development Standards Committee Meeting of 4/3/24

Name (Please Print)	Representing	Address	Agenda #
Joseph R Boudreau	Self	23 Rippled Pond Circle	35
Bob Parker	Self	11 N. Heritage Hill Circle	9
Alexanne Paquil	Self	5511 Berryline Circle	A
Daniel Johnson	Self	59 W. Manor Ridge	5
Karin Welser	Owner	7 N. Slalom Trace	33
Robert Glenn	Self	214 S. Berryline Cir	A
Norma Glenn	Self	214 S. Berryline Cir	A
Mattie Nault	Self	29 S. Oak Ridge	30
Alfonso Sanchez	Owner	7422 Lake Paloma	37
Candace Orr	Owner	110 Player Oaks Pl.	29
Christine Goethel		110 Player Oaks	29
Melissa Ray	Self	87 N. Berryline	A
Maryann Zalki	Owner	14 Dovebrook Place	1
Janet Lauer Farin	Self	22 Harmony Links	32

**Development Standards Committee Meeting of** 4-3-24

[illegible]