

## **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 January 23<sup>rd</sup>, 2025, 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**

**January 23<sup>rd</sup>, 2025, at 5:00 p.m.**

**The Woodlands Township**

**2801 Technology Forest Boulevard**

**The Woodlands, Texas 77381**

### **MINUTES**

**Members Present:** Arthur Bredehoft, Dan Kolkhorst, Bob Adams, John Anderson, John Anthony Brown, Andrew Freeman

**Staff Present:** Kimberly McKenna, Neslihan Tesno, Rick Wohlfarth, Michael Pechanec

**Counsel Present:** Bret Strong

**I. Welcome.**

Chairman Arthur Bredehoft welcomed everyone to the meeting.

**II. Pledge of Allegiance.**

Chairman Arthur Bredehoft led the room in reciting the Pledge of Allegiance to the United States Flag and to The Texas State Flag.

**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 Bob Adams. John Anderson was not present for the motion. The motion carried.

**V. Public Comment.**

There were no public comments made.

**VI. Consideration and action regarding the minutes of the meeting of December 18<sup>th</sup>, 2024.**

The minutes of the meetings of December 18<sup>th</sup> were presented to the committee. It was then moved by Bob Adams and seconded by Andrew Freeman 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 B, C, E, G, H, XIV and Residential items 2, 7, 8, 9, 10, 11, 12, 13, and 14. It was then moved by Bob Adams and seconded by John Anderson to approve the commercial summary list as presented. The motion carried unanimously. It was then moved by John Anthony Brown and seconded by Andrew Freeman to approve the residential summary list as presented. 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 to Executive Session.

**IX. Reconvene in Public Session.**

The committee did not recess to Executive Session.

**X. Consideration and action of items in review and consultation with legal counsel, regarding improvements and enforcement compliance matters with the Covenant and Standards.**

**L1. Consideration and Action concerning alleged violations regarding home /property maintenance.**

118 West Elm Crescent

Lot 21, Block 1, Section 4 Village of Alden Bridge

This item was heard by the full committee. The committee deliberated regarding the item, and the applicable Residential Development Standards. It was then moved by John Anthony Brown and seconded by John Anderson to table the item to a future meeting. The motion carried unanimously.

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

**A. Variance request for proposed curbside parking signs that do not comply with the Committee's adopted criteria.**

2978 Colonnade Group LP / Bear Branch Animal Hospital

30420 FM 2978 Road, Suite 480

Lot 0110 Block 0458 Section 0046 Village of Sterling Ridge

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 location, existing and proposed conditions, comments from the representative present, and the Commercial Planning and Design Standards. It was then moved by John Anderson and seconded by Bob Adams to table the request for consideration at a future meeting, in order for the staff to consult with legal counsel. Additionally, the committee did allow the use of the existing temporary reserved parking signs until the committee takes action at a future meeting. The motion carried unanimously.

**B. Consideration and action for the proposed final submission for the shopping center sign criteria.**

TW VOGMVC LLC – Grogan's Mill Village Center

7 Switchbud Place

Lot 0840 Block 0547 Section 0006 Village of Grogan's Mill

2230 Buckthorne Place

Lot 0410 Block 0547 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 Anderson to accept the proposed criteria with the following modifications:

- Landscape beds must be maintained so that the street numbers are not obstructed from view when seen from the street.
- Revise logo/logotype descriptions (Page 31) to read as follows:
  1. The use of color shall meet the following criteria:
    - a. Logos may feature colors that are within the brand standards of the Tenant's trademark logo identity.
    - b. Logotypes (logos that include the business name and any business clarifiers) are not allowed to be installed in color.
    - c. Returns on letters and logos must be black\* on all tenant Fascia Signs.

\*Black paint to match Matthews MP28560 Black Chasm

The motion carried unanimously.

**C. Consideration and action for the existing pool chiller replacement; and receive an update from the applicant regarding the Development Standards Committee requirements from their meeting of November 21, 2024.**

Lootens Place LLC / Villa Sport Athletic Club & Spa

4141 Technology Forest Boulevard

Lot 6560 Block 0547 Section 0999 Village of Research Forest

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 Anderson to table the item to the meeting of February 19<sup>th</sup> on the conditions:

- The chiller equipment remains turned off except for testing related to the sound evaluation report.

The motion carried unanimously.

- D. Variance request for the proposed building sign that has been partially installed and exceeds the maximum height and logo size allowed, includes a logo that is not trademarked and does not match the monument sign.

KM Marcel Crossing II / The Blue Lion

8000 McBeth Way, Suite 100

Lot 0850 Block 0499 Section 0046 Village of Sterling Ridge

This item was heard by the full committee. The committee reviewed the proposal, considered the location, existing and proposed conditions, 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 and required the owner revise and resubmit on the following conditions:

- The applicant may resubmit for a building sign as individual face-illuminated channel letters with white acrylic faces and with dark bronze trim caps and returns.
- Remove the existing logo from the building facade.
- Revise the logo by reducing it to no larger than (36" in height) and 15% of the message area. The size of the letters complies with the standards at 24 inches in height;
- The applicant shall acquire a USPTO Registration for the "Blue Lion" logo and the business name combined as a logotype within one (1) year of any approval. Failure to register will risk the signage being removed at the expense of the tenant.
- The building sign, as proposed with the logo and additional building signage to read "The Blue Lion," is disapproved. The applicant is to revise and resubmit for building signage.
- No other exterior signage is approved other than specifically approved within this written approval. All exterior signage must be submitted for review and written Committee approval prior to fabrication and installation.
- The permanent signage must comply with The Woodlands Commercial Planning and Design Standards and the retail center criteria.
- 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 existing monument sign that does not match the building sign.

KM Marcel Crossing II / The Blue Lion

8000 McBeth Way, Suite 100

Lot 0850 Block 0499 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 Anderson to approve on the following conditions:

- All monument panel fasteners are to be hidden from public view.
- Center management is to re-establish a healthy landscape bed around the monument sign with shrubs, ground cover, and other approved plantings as defined in The Woodlands Standards.
- No other exterior signage is approved other than specifically approved within this written approval. All exterior signage must be submitted for review and written Committee approval prior to fabrication and installation.
- Must comply with The Woodlands Commercial Planning and Design Standards and the retail center criteria.
- 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. Variance request for the existing monument sign that contains a logo that is not registered, an additional business name with a business clarifier and includes the complete street address.

4650 S Panther Creek Drive LLC / The Woodlands Nursing and Rehabilitation Center

4650 S Panther Creek Drive

Lot 0380 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 location, existing and proposed conditions, comments from the representative present, and the Commercial Planning and Design Standards. It was then moved by John Anderson and seconded by Bob Adams to deny the monument sign as presented and required the owner revise and resubmit on the following conditions:

- Remove the business clarifier, “Wellsential Health- A Non-Profit Company”.
- Allow entire street address.
- Sign edges to be flush with the existing frame. If edges are required for proper mounting, the visible underside of the panel needs to match in color to the signs side and back color scheme.
- Modify background color to Duranodic Bronze as the predominant color and consider blue accents for border or banding.
- Use a routed aluminum panel or white Flat Cut Out (FCO) lettering to be applied to a flat panel.
- No exposed mounting hardware. If needed, hardware to be painted to match the mounting surface color.
- Allow 120 days for the submittal of the new sign application. Staff may review the final submittal for compliance.
- Logo must be registered with the U.S.P.T.O. or Texas Secretary of State within one year following the issuance of the permit.
- Upon submission, improvement must comply with Commercial Planning and Design Standards.

The motion carried unanimously.

- G. Variance request for two existing monument sign face replacements that do not match the building signs, do not comply with the shopping center criteria for design and illumination and do not include address numbers for the sign located on Woodlands Parkway.

Latrelle’s College Park LP / Wendy’s

6670 Woodlands Parkway

Lot 0300 Block 0592 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 Anderson to table the item to the meeting of February 19<sup>th</sup>, 2025. The motion carried unanimously.

- H. Variance request for two existing building signs that do not match the monument signs, are mounted on raceways, contain a logo that exceeds the maximum size allowed and include letters that are less than the minimum height required with a return color that does not comply with the shopping center criteria.

Latrelle’s College Park LP / Wendy’s

6670 Woodlands Parkway

Lot 0300 Block 0592 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 Anderson to table the item to the meeting of February 19<sup>th</sup>, 2025. The motion carried unanimously.

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

1. Request for Rehearing from the owners of 91 and 103 Northgate regarding an Addition at 99 Northgate Drive that was approved by the Development Standards Committee.

Rehearing Requestors at 91 and 103 Northgate: Lot 03, Block 05, Section 49 and Lot 6, Block 5, Section 49

Owner of Improvement at 99 Northgate: Lot 04, Block 05, Section 49

Village of Grogan’s Mill

This item was heard by the full committee. Representatives for and against the item were present and addressed the committee. The committee deliberated regarding the request, comments from the owner and affected party, impact to adjacent properties, and the applicable Residential Development Standards. It was then moved by Arthur Bredehoft and seconded by John Anthony Brown to deny the rehearing request and affirm the original action of the committee from April 17<sup>th</sup>. The motion carried unanimously.

2. Consideration and Action regarding a home business renewal

15 Thornbush Place

Lot 42, Block 02, Section 28 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 Anthony Brown and seconded by Andrew Freeman to table the item to a future meeting. The motion carried unanimously.

3. Variance request for a proposed pool that has a water feature that exceeds the height allowed, and that due to the height and proximity of the raised decking and slide, may pose a negative impact to neighboring property.

27 Gatewood Springs Dr

Lot 42, Block 01, Section 31 Village of Indian Springs

This item was heard by the full committee. A representative for the item was present and addressed the committee. The committee deliberated regarding the proposal, impact to adjacent properties, comments from the representative, and the applicable Residential Development Standards. It was then moved by John Anthony Brown and seconded by Andrew Freeman to approve on the following conditions:

- Owner must add native evergreen vegetation to the side of the water feature.
- Owner must add transparent fencing along the water feature for safety and to minimize the visual impact to adjacent properties.

The committee designated a committee member to review the revised plans for compliance with the committee requirements noted above. The motion carried unanimously.

4. Variance request for a conceptually proposed Casita with incorporated patio cover and balcony that will exceed the maximum amount of allowable living area, exceed the maximum allowed hard surface area, and will encroach past the fifteen-foot side and forty-foot rear setback per the Neighborhood Criteria.

41 Copperleaf Drive

Lot 04, Block 01, Section 09 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 proposal, impact to adjacent properties, comments from the representative, and the applicable Residential Development Standards. It was then moved by John Anthony Brown and seconded by Andrew Freeman to deny as presented and suggest the owner revise and resubmit to; respect the side setback; an encroachment of no more than five feet was allowed into the rear setback. Suggest revising to incorporate the addition into the house, instead of a detached structure. Restrict total Hard Surface Area to no more than 45%, reducing the proposal to not exceed 5% over the maximum allowed. Consider reducing the proposed additional living area by half or an overall living area amount not to exceed 7,209 square feet.. Revision should show AC Units on the marked survey and restrict encroachment into the easement to comply with Standards. Drainage outlets should be located on owner's property and suggest drainage plans and landscaping plans with final submission. The committee suggested restricting the artificial turf to the interior of the lot and saving as many trees as possible in the re-design, especially the large established oak trees located at the rear of the property. The motion carried unanimously.

5. Variance request for a proposed concept submission of a swimming pool with incorporated paving, artificial turf and firepit that exceed the maximum amount of allowable hard surface are per the Neighborhood Criteria, and tree removals that did not meet the conditions of removal when reviewed by the Cochran's Crossing Residential Design Review Committee.

41 Copperleaf Drive

Lot 04, Block 01, Section 09 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 proposal, impact to adjacent properties, comments from the representative, and the applicable Residential Development Standards. It was then moved by John Anthony Brown and seconded by Andrew Freeman to table action on the pool, paving, artificial turf, firepit, and play structure until a revised submission for the casita/addition are received with the understanding that these additional items may change as a result of any modifications to it's re-design. The motion carried

unanimously.

6. Variance request for a proposed concept submission of a play structure that includes trees for removal that was not found to be architecturally compatible and that may cause an impact to neighboring properties when reviewed by the Cochran's Crossing Residential Design Review Committee.

41 Copperleaf Drive

Lot 04, Block 01, Section 09 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 proposal, impact to adjacent properties, comments from the representative, and the applicable Residential Development Standards. It was then moved by John Anthony Brown and seconded by Andrew Freeman to table action on the pool, paving, artificial turf, firepit, and play structure until a revised submission for the casita/addition are received with the understanding that these additional items may change as a result of any modifications to it's re-design. The motion carried unanimously.

7. Variance request for a Short Term Rental renewal application which includes a variance.

13 Woodhaven Wood Drive

Lot 04, 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 John Anthony Brown and seconded by Andrew Freeman to table the item to a future meeting. The motion carried unanimously.

8. Variance request for the existing driveway and walkways that exceed the maximum width allowed.

11413 Slash Pine Place

Lot 06, Block 01, Section 08 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 John Anthony Brown and seconded by Andrew Freeman to table the item to a future meeting. The motion carried unanimously.

9. Variance request for the proposed retaining wall that would be located in the easement.

16 Hillock Woods

Lot 03, Block 02, Section 66 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 John Anthony Brown and seconded by Andrew Freeman to approve on the condition the owner must maintain the retaining wall in good order and repair and maintain the existing vegetation toward the front to soften and screen the view. Approval by this committee does not constitute approval by any additional entities or easement holders. It is the owner's responsibility to obtain those approvals and may be subject to removal. Suggest the owner consult the County Engineer similar to the neighboring property. The motion carried unanimously.

10. Variance request for a proposed power generator that may cause a potential impact to adjacent properties, when reviewed by the Cochran's Crossing Residential Design Review Committee.

50 Bridgeberry Place

Lot 12, Block 02, Section 22 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 Anthony Brown and seconded by Andrew Freeman to approve on the condition the generator must meet code and pass final inspection. Be screened from view to the street and adjacent properties as seen at ground level. Owner must plant and maintain mid growth vegetation to often and screen the view to the adjacent property and street. Timing testers must be in accordance with the Standards. Improvement must comply with all other requirements in the Standards. The motion carried unanimously.

11. Variance request for an existing power generator that encroaches the five-foot side utility easement, which is not in keeping with the Residential Standards.

5 Golden Sunset Circle

Lot 14, Block 04, Section 04 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 Anthony Brown and seconded by Andrew Freeman to approve the proposed generator on the following conditions.

- Vegetation must be maintained to screen the view of the generator.
- The location of the generator must not cause a pool security barrier issue for the owner or adjacent parcel.
- Improvements must meet code and pass final inspection.
- Action by this committee does not constitute action by any additional easement holder. It is the owner's responsibility to obtain those approvals.
- Generator must comply with the standards regarding timing of testing.

The motion carried unanimously.

12. Variance request for a proposed attached screened in patio cover with integrated summer kitchen and fireplace that would encroach the rear 20ft setback

Rebecca Willmon

26 Amber Leaf Court

Lot 41, Block 03, Section 30 Village of Panther Creek

This item was heard by the committee under the summary list as presented by staff. It was then moved by John Anthony Brown and seconded by Andrew Freeman to approve on the following conditions. Allow an encroachment into the setback provided the improvement is not converted into living area without approval. The owner must sign and execute a memorandum of agreement to ensure the existing screened in patio cover is not converted to a livable space, without application and approval which would require a variance. All improvements must 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.

13. Variance request for an existing attic conversion which does not have sealed plans

Tyler & Krystal Watkins

91 North Berryline Circle

Lot 44, Block 01, Section 35 Village of Panther Creek

This item was heard by the committee under the summary list as presented by staff. It was then moved by John Anthony Brown and seconded by Andrew Freeman to approve on the following conditions. All improvements must 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.

14. Consideration and action for an existing home business renewal

Igor Pimkov, & Irma Araujo Murillo

19 West Bigelow Oak Court

Lot 20, Block 01, Section 03 Village of Panther Creek

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

- Business is conditionally approved for 2 years. Owner must submit an application for a home business renewal by January 2027.
- All vehicles that are in conjunction with the business operation must be parked in the driveway and not on the street.
- Any traffic entering the property that is in conjunction with business operation must enter the property through the driveway and main entry door of the residence.
- Home Business permit may be revoked at any time for a violation of the Residential Development Standards or at the discretion of the Development Standards Committee.

The motion carried unanimously.

**XIII. Consideration and action regarding 2025 for the Development Standards Committee (DSC) and potential Joint Meeting dates with the Residential Design Review Committees.**

After discussion of potential dates, there was a motion by Arthur Bredehoft seconded by John Anthony Brown to establish April 30<sup>th</sup>, and October 29<sup>th</sup> from 5-6pm at 2801 Technology Forest Boulevard, The Woodlands, TX 77381 as the joint DSC/RDRC meeting dates, time, and location. The motion carried unanimously.

**XIV. Consideration and action to promulgate rules, related to Door Vinyl Graphics and Trademark requirements that will supersede the existing Commercial Planning and Design Standards.**

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 Anderson to approve commercial applications without the requirements for a variance for the following items:

- Allow review and consideration of applications for door vinyl graphics to be located on the exterior of the glass in instances where the glass is tinted and application to the interior surface would make the graphics hard to read from the outside. An allowance to the exterior surface, when applicable, will not be considered a variance and would not incur a variance fee.
- Allow review and consideration of Business names and logos without the requirement to obtain a USPTO or Texas Secretary of State trademark registration.

The motion carried unanimously.

**XV. 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.

**XVI. Development Standards Committee Member Comments**

The committee thanked everyone for their time and attendance. Chairman Arthur Bredehoft reminded the members of the upcoming meeting on the 31<sup>st</sup>.

**XVII. Consideration of items to be placed on the agenda for next month's meeting.**

The committee took no action on this item.

**XVIII. Staff Comments and Reports**

There were no staff comments made or reports given.

**XIX. Adjourn**

There being no further business there was a motion made by John Anderson and a second by John Anthony Brown to adjourn the meeting at 7:21 p.m. The motion carried unanimously.



# Development Standards Committee Meeting of

1/23/25

Name (Please Print)	Representing	Address	Agenda #
John Michael Stewart	Dewey Liv	16 Hillock woods	9
Kayla Midkiff	Bear Branch <sup>AH</sup>	30420 FM 2978 st 100	1
Rebecca Willmon		26 Amber Leaf Ct	12
Kerri French	Bear Branch	30420 FM 2978 st 100	A
Alex Georgi		99 Northgate Dr	1
Tim Rinehart	Charles Hook	41 Copperleaf Dr	4,5,6
Marcus Weiser		4650 S Panther Creek Dr.	F
Brant Kobersky	Charles Hook	41 Copperleaf Dr	4,56
SARJAY BHATIA		26 Amber Leaf Ct.	12
Marie Watkins		91 N Berryline Circle	13
David Cameron	Larry Wender	91 NORTHLEAF E	XII.1
Rodney Rosario		27 Gatewood Springs	3
Imma Araya Mills		19 W. Bigelow Oak Ct Spring, TX	14