

Deerfield Village Community Association
ARCHITECTURAL GUIDELINES COMMITTEE MEETING MINUTES
Tuesday, August 27, 2024, 7:00 pm
Deerfield Village Clubhouse

Members in attendance were Eric Toureilles (Chairman), Terry Gray (Vice-Chairman), Laurie Johnson (Secretary), Alan Copeland, Steve Gunzelman, Elaine Mills, Deborah Plattsmier, Buddy Scott and Glenn Sommers. Brent Burris, Robin Haworth and Glen Williams were absent.

The meeting of the Architectural Guidelines Committee of the Deerfield Village Community Association was held at 4045 Deerfield Village Drive in Houston, Texas 77084. Chairman Eric Toureilles called the meeting to order at 7:05 PM.

I. DETERMINATION OF A QUORUM (8 required)

Eric determined there was quorum present.

II. MEETING MINUTES

Eric moved that the minutes of the August 1, 2024 meeting be approved. Buddy Scott seconded the motion; passed unanimously.

III. RESIDENTIAL INQUIRIES

There were no residents present, nor inquiries to address.

IV. OLD BUSINESS

The initial review of the new Section 6 unified PC document was completed.

V. NEW BUSINESS

A. The committee reviewed existing policies and guidelines to determine what content should be included in a new unified Protective Covenant. Eric continued making detailed notes on a red-line working document regarding specific concerns in each category. Highlights include:

- i. **Non Perimeter Fences and Gates** – find wording that can apply to both patio homes and the rest of the subdivision; particular attention to colors allowed for iron fences; review height restrictions and perhaps simplify.
- ii. **Driveways, Walkways, Sidewalks** – add reference to TX Minimum Construction Standards; add “approach curb” to terms/definitions; emphasize that homeowners are responsible for sidewalks on their property. There may be options for help with getting repairs done (MUD, Harris County) but the homeowner still bears responsibility for initiating repairs and liability for injuries such as tripping.
- iii. **Outbuildings/Play Structures** – this has been researched previously; Eric will ask Brent Burris to review common sizes currently offered by retailers to be sure we don’t restrict reasonable selections.

- iv. **Towing**- is not currently under the Deeds umbrella. Eric noted that the HOA is required by the state to have a specific towing policy. It was agreed to leave this out of the unified Protective Covenant document and suggested that a newsletter article to inform the community about towing procedures would be helpful.
- v. **Deeds Primer/Quick Reference**- most items have already been addressed in previous discussions; notes were made regarding which sections will contain these topics in the new document. It was noted that item 10 Fencing needs revision to address the use of brick. **Estate/Garage Sale** section needs elaboration.


B. Agenda items B (Review of previous AGC document), C (Fine Policy) and D (AA process) were deferred.

VI. Other items

- A. There was discussion about ensuring that Architectural Applications have an expiration date; need to verify.
- B. Deborah has located the document she and Glenn remembered that spells out variances between PCs for different sections of Deerfield.
- C. Terry reminded us that the previous AGC group researched these topics extensively and the document created by that group is a good resource.
- D. Glenn and Eric requested that we all review additional resources and come to the next meeting prepared with specific points that need to be clarified/added as we get into details of each topic. Documents include:
 - a. Most recent red-line working version of the new unified PC (see email dated 8/29/2024 from Eric)
 - b. Deed Restrictions – Section Specifics -same email from Eric
 - c. Deeds & Guidelines Issues summary (spreadsheet handed out by Glenn at 7/23/24 meeting; scan attached)
 - d. The previous proposed AGC committee document (online; PDF attached)

VII. ADJOURNMENT

Glenn Somers moved to adjourn the meeting at 8:55. Terry Gray seconded the motion; passed unanimously. The next meeting will be Thursday, September 5, 2024, at 7:00 PM.

Signed:  Date: 09/02/2024
Secretary: Laurie Johnson