

Deerfield Village Community Association
ARCHITECTURAL GUIDELINES COMMITTEE MEETING MINUTES
Thursday, March 5, 2026, 7:00 pm
Deerfield Village Clubhouse

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

I. DETERMINATION OF A QUORUM (6 required)

Eric determined we had a quorum and called the meeting to order at 7:02 PM.

II. APPROVAL OF MINUTES

Laurie motioned that we approve the minutes from the meeting held on February 24, 2026. Steve seconded the motion; passed unanimously.

III. RESIDENTIAL INQUIRIES

No residents were present, nor inquiries submitted.

IV. OLD BUSINESS

A. Grandfathering section

The committee agreed to the Grandfathering language that Eric inserted in the latest revision to the UPC, with minor changes.

B. Definitions document

The definitions page was not a focus at this meeting, but it will remain open for further revision until the rest of the UPC is completed.

C. UPC review

We considered comments from the group on various aspects of the document including:

1. Combined Home and Room Rentals into a single section.
2. Revision of numbering and lettering in some portions of the document
3. Revised some grammar and syntax issues in several sections as they were encountered in the discussion. The UPC will still require a final review.
4. We agreed to move Part III Enforcement – Section 12 Items in View to Part I Maintenance and Use -Section 9 Yard Maintenance, bullet point 10.

5. In Section 16 Residential Dwellings, we agreed to add a statement that temporary structures may not be used as a residence.
6. We agreed that the language in Section II Yard Maintenance Compliance is cumbersome, but it includes some original legal language. We'll defer to the DVCA attorney's review of this one.
7. Next steps to finalize UPC:
 - a. Work on the Introduction section
 - b. Add a description of the DVCA process, perhaps using Deeds Primer as a framework. This might be included in the Introduction or stand alone.
 - c. Finalize content review, hopefully at the next meeting
 - d. Submit document to Mr. Gaynor for legal review.
 - e. Finalize formatting.


V. NEW BUSINESS

New business on the agenda was deferred, although there was some informal discussion after adjournment about presentation to the community and voting.

The next meeting will be on Tuesday, March 24, 2026.

VI. ADJOURNMENT

Eric motioned that the meeting be adjourned at 8:04 PM. Elaine seconded the motion; passed unanimously.

Signed:  Date: 03/15/2026

Secretary: Laurie Johnson