



CITY OF ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING MINUTES

Wednesday, April 01, 2026

The Planning and Zoning Commission of the City of Rollingwood, Texas held a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on April 1, 2026. Members of the public and the Planning and Zoning Commission were able to participate in the meeting virtually, as long as a quorum of the Planning and Zoning Commission and the presiding officer were physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. A video recording of the meeting was made and will be posted to the City's website and available to the public in accordance with the Texas Public Information Act upon written request.

CALL ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING TO ORDER

1. Roll Call

Chair Dave Bench called the meeting to order at 6:00 p.m.

Present Members: Chair Dave Bench, Jay van Bavel, Pat Barnes, Genie Nyer, and Tony Stein

Also Present: City Administrator Alun Thomas, Assistant to the City Administrator Lindsay Saenz, Development Services Manager Nikki Stautzenberger, City Planner Amanda Padilla, and Council Member Brook Brown

Chair Dave Bench welcomed new Commissioner Pat Barnes.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the March 4, 2026, Planning and Zoning Commission meeting

Commissioner Jay van Bavel made a motion to accept the minutes from the March 4, 2026, Planning and Zoning Commission Meeting. Commissioner Genie Nyer seconded the motion. The motion carried with 5 in favor and 0 against.

REGULAR AGENDA

3. Discussion and direction regarding inconsistencies within Chapter 107 of the Rollingwood Code of Ordinances

Chair Dave Bench introduced the item, summarizing the subcommittee's formation, which includes Commissioner Jerry Fleming, Commissioner Genie Nyer, himself, and Council Member Brook Brown. He noted that since joining the Commission, Commissioner Fleming has observed inconsistencies within the code.

The subcommittee reviewed these inconsistencies and, with assistance from Council Member Brown, prepared a document to clean up Section 107. Chair Bench clarified that no substantive changes were made and the revisions were limited to rephrasing and better use of the definitions within the text. He added that the item was not scheduled for a vote and was intended to facilitate Commission discussion, with the proposed changes aimed at organizing the adopted code and improving usability.

The Commissioners discussed several proposed revisions, including fence regulations, noting that fencing related to swimming pools was something they chose to leave in its current place and refer to with cross-references. Commissioner Jay van Bavel raised concerns about revisions to the tree ordinance, specifically changing the definition of diameter to DBH, which is defined at 4.5 feet. Chair Dave Bench clarified that inconsistencies existed between commercial and residential code sections regarding DBH, and the subcommittee consolidated the definition to improve clarity within the zoning chapter.

Commissioner Tony Stein asked City Planner Amanda Padilla whether cities are using AI to reorganize codes; Ms. Padilla responded that some smaller cities are doing so and then submitting the revisions for legal review.

Commissioner Jay van Bavel asked City Planner Amanda Padilla how other cities organize definitions within their codes, whether in a single section or within each section. Ms. Padilla responded that both approaches are used, and the organization ultimately depends on the city's preference.

The Commission directed staff to remove the second instance of the DBH definition and place it in the definition section.

4. Discussion and possible action on the creation of a subcommittee to review tree protection standards within Chapter 107 of the Rollingwood Code of Ordinances

Chair Dave Bench stated that Commissioner Jerry Fleming suggested Rollingwood's tree protection requirements during construction could be improved by aligning them more closely with those of the City of Austin, which would provide greater consistency for contractors working across cities. As this would be a substantive change to the code, he recommended forming a subcommittee to review and compare the City of Rollingwood's tree protection regulations with those of the City of Austin to identify potential areas for alignment.

Development Services Manager Nikki Stautzenberger advised the Commission that its primary authority falls under Chapter 107, whereas tree protection during construction is addressed in Chapter 101. City Planner Amanda Padilla clarified that the Planning and Zoning Commission may make recommendations to City Council regarding any section of the code; however, the Commission would not have the authority to delay Council consideration of amendments to Chapter 101. The Planning and Zoning Commission can only hold up planning-related issues in the zoning ordinance.

Commissioner Genie Nyer moved to create a subcommittee, consisting of Commissioner Jay van Bavel, Pat Barnes, and Jerry Fleming, to review the current Rollingwood tree protection standards, Chapter 107 and Chapter 101 in the Code of Ordinances, and bring back recommendations to the Planning and Zoning Commission. Pat Barnes seconded the motion. The motion carried with 5 in favor and 0 against.

Chair Dave Bench made a motion to have the subcommittee composed of Commissioner Jay van Bavel, Pat Barnes, and Jerry Fleming. Commissioner Tony Stein seconded the motion. The motion carried with 5 in favor and 0 against.

Chair Dave Bench asked about a change in how the Planning and Zoning Commission and City Council interact, noting that it is no longer required for the City Council to have a supermajority to overrule recommendations. Council Member Brook Brown mentioned that the updated ordinance will be on the next upcoming City Council meeting agenda. The proposed ordinance would align the process for approving Planning and Zoning Commission recommendations with changes in state law from the last legislative session. City Planner Amanda Padilla discussed her recollections of the new law, but would need to verify the details.

Commissioner Tony Stein suggested that this item be placed on the Commission's next meeting agenda.

ADJOURNMENT OF MEETING

The meeting was adjourned at 6:45 p.m.

Minutes adopted on the 6th day of May, 2026.

Dave Bench, Chair

ATTEST:

Nikki Stautzenberger, Development Services Manager