



CITY OF ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING MINUTES

Wednesday, June 03, 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 June 3, 2026, at 6:00 PM. 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 are physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. A video recording of the meeting was made and is 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: Patricia Barnes, Michael Hall, Jerry Fleming, and Dave Bench

Also Present: Assistant to the City Administrator Lindsay Saenz, Development Services Manager Nikki Stautzenberger, and City Planner Amada Padilla

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the May 20, 2026 Planning and Zoning Commission meeting

Micheal Hall moved to approve the Consent Agenda. Patricia Barnes seconded the motion. The motion carried with 4 in favor and 0 against.

REGULAR AGENDA

2. Discussion and possible action to establish a definition for "temporary" as it applies to buildings and structures located within the residential zoning district
Dave Bench introduced the item, noting it arose from prior discussions regarding playhouses and the absence of a formal definition of "temporary" in the existing code, despite the term appearing in Sec. 107-78. Reference materials were presented, including an International

Building Code-based definition and a drafted alternative defining a temporary structure as any building not permanently affixed to the ground, to be dismantled after its declared use has concluded.

Commissioners discussed the practical challenges of applying a time limit to temporary structures, particularly playhouses, which may remain on a property for many years. While the city attorney recommended including an enforceable time limit, commissioners were divided on whether one was appropriate or necessary for playhouses. The distinction between temporary and accessory structures was also debated. No consensus was reached.

Dave Bench moved to drop the item from active consideration, with the understanding that it will be placed back on the agenda if directed by City Council. Jerry Fleming seconded the motion. The motion carried with 4 in favor and 0 opposed.

3. Discussion and possible action on proposed amendments regarding tree protection standards and requirements during construction activities

Dave Bench moved to approve the proposed amendments to the tree protection standards and requirements during construction activities, as presented in the packet. Jerry Fleming seconded the motion.

Michael Hall initiated a discussion regarding the tree protection requirement as it applies to all trees on a lot. He offered the example of a severely sloped lot where a project does not disturb the upper or lower portions of the slope, and questioned whether it is reasonable to require and impose the added cost of protective measures for trees that are entirely outside the area of disturbance.

The motion carried with 3 in favor and 1 against (Hall).

4. Discussion and possible action on updates regarding an amendment to Chapter 107, Article V, Division 4, relating to changes in regulations or zoning district boundaries in response to changes enacted by the 89th Texas Legislative Session

Dave Bench noted this item was placed on the agenda for informational purposes only. He advised that changes to the 2025 state statutes have altered the relationship between the Planning & Zoning Commission and the City Council, and that the City's ordinances are currently being reviewed by staff to bring them into compliance with state requirements. Notably, City Council will no longer be required to achieve a supermajority to override a Commission recommendation; only a simple majority will suffice. Additional changes are anticipated.

No action was taken. This item will be brought back for further discussion at a future meeting.

ADJOURNMENT OF MEETING

The meeting was adjourned at 6:59 p.m.

Minutes were adopted on the 1st day of July, 2026.

Dave Bench, Chair

ATTEST:

Nikki Stautzenberger, Development Services Manager