



CITY OF ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING MINUTES

Wednesday, December 07, 2022

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 December 7, 2022. 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

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

Present members: Mike Rhodes, Mike Hall, Greg Demas, Dave Bench, and Tony Stein.

Also present: City Administrator Ashley Wayman, City Attorney Megan Santee, City Secretary Desiree Adair, Development Services Manager Nikki Dykes, Assistant to the City Administrator Makayla Rodriguez, Council Member Brook Brown, and Council Member Sara Hutson.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

All Consent Agenda items listed are considered to be routine by the Planning and Zoning Commission and may be enacted by one (1) motion. There will be no separate discussion of Consent Agenda items unless a Board Member has requested that the item be discussed, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Regular Agenda.

2. Discussion and possible action on the minutes from the October 12, 2022 Joint Planning and Zoning Commission and City Council meeting

3. Discussion and possible action on the minutes from the November 2, 2022 Planning and Zoning Commission meeting

Mike Rhodes moved to approve the Consent Agenda. Tony Stein seconded the motion. The motion carried with 5 in favor and 0 against.

REGULAR AGENDA

4. Public hearing, discussion and possible action on an amendment to the Code of Ordinances related to defining the minimum required depth and width of yards and related provisions in the Residential Zoning District

Dave Bench opened the Public Hearing at 6:05 p.m.

Dave Bench read an email from Eric Watts, 314 Pleasant Drive, into the record.

Amy Pattillo, 3 Rock Way Cove, spoke regarding what is proposed to be changed by City Council and the Planning and Zoning Commission. She read motions from the minutes of past meetings. Ms. Pattillo expressed her concern regarding the scope of what is being considered, urged consideration of definitions within amendments, and concern of making houses non-conforming with zoning changes.

Dave Bench closed the Public Hearing at 6:16 p.m.

The Planning and Zoning Commission discussed concerns with the creation of non-conformity, quick fixes to the Code, and careful consideration of the Code before a rewrite.

City Administrator Ashley Wayman discussed options for the Planning and Zoning Commission to pursue in this meeting.

Bryce Cox, city planner from Denton Navarro Rocha Bernal & Zech (DNRBZ), clarified the proposed changes to the required yards and building projections.

The Commission discussed sections 107-3 and 107-76 of the Code of Ordinances. Mr. Cox explained why both sections need to be addressed.

Tony Stein discussed the history of these concerns that led to this amendment and updates to these sections of the Code. The Commission discussed the specific and the broad rewritten versions of the proposed changes.

The Commission and Mr. Cox discussed the definition of overhang projections. They discussed considerations for different sides of houses.

The Planning and Zoning Commission discussed potential distances for front, back, and side projections into the setback limitations.

Council Member Sara Hutson asked questions of the City Attorney regarding nonconformity and discussed creating reasonable limits to enforce in the neighborhood.

Council Member Brook Brown summarized what the current Code allows in regards to non-conforming structures. She read section 107-422. - Nonconforming buildings, structures. from the Code of Ordinances.

Amy Pattillo discussed the stigma attached to nonconforming structures in the lending world.

Sandy Kellar, 307 Inwood Road, discussed how it should be incumbent upon the architect, designer, or builder to be compliant with the City's Code of Ordinances.

Sara Hutson, 2805 Rock Way, proposed the following language: "all parts of the building must be within the setbacks."

The Commission and City Administrator Ashley Wayman consulted City Attorney Megan Santee on making a recommendation for City Council.

Brook Brown, 307 Nixon, expressed her concern with the restriction of a width of projections.

Kendra Roloson, 304 Vale and 301 Wallis, asked that the revised language be circulated and have a public hearing regarding that language before a recommendation is sent to Council.

Emily Doran, 601 Ridgewood, would appreciate an open forum conversation with the community.

Wendi Hundley discussed the timing of this public hearing in December, the broad nature of the notice for the public hearing, and would like to see a public hearing on drafted language with more time for the community to discuss.

Development Services Manager Nikki Dykes discussed the current volume of permits and how it is difficult to tell if a house is a spec home.

The Commission and the City Attorney discussed the specificity of the language.

Amy Pattillo discussed the history of the progression of the motions related to zoning change and the scope of the noticing.

Council Member Brook Brown was asked her opinion of what has been discussed. She stated that she is comfortable with what is being sent to Council.

Council Member Sara Hutson was asked her opinion of what has been discussed. She stated her concern with the 33% on the side yards. She would be comfortable with the drafted 2 feet. She discussed the sense of space in the community.

Emily Doran, 601 Ridgewood, reiterated that this is a group discussion and would like to continue to bring in a broader group before making changes.

The Commission and City Administrator Ashley Wayman discussed the timing of noticing for public hearings.

The Planning and Zoning Commission discussed creating specific language for a recommendation for City Council and the process of sending a recommendation to Council.

Brook Brown asked if it was possible to reconvene this meeting before the City Council meeting occurs to consider the new language that is being drafted.

Mr. Cox and the Planning and Zoning Commission discussed the drafting of the language including eaves and roof extensions.

Amy Pattillo made recommendations for the language of projections and the process of agenda items and action.

Mr. Cox discussed specific language to be drafted with the Commission.

Dave Bench called for a 5 minute recess.

Dave Bench reopened the meeting at 9:07 p.m.

5. Public hearing, discussion and possible action on an amendment to the Code of Ordinances regarding residential building height and related provisions

The Planning and Zoning Commission and Mr. Cox discussed the definition of building height, original native ground surface, and highest adjoining ground surface.

The Planning and Zoning Commission discussed building height and how it is currently measured.

Dave Bench opened up the public hearing at 9:21 p.m.

Brook Brown, 307 Nixon, discussed the definitions and their location in the Code.

Sara Hutson, 2805 Rock Way, spoke regarding the possibility of building taller than 35 feet.

Wendi Hundley, 401 Vale, discussed the height issue with respect to her own house on a sloping lot, not wanting people to change the topography or slope on lots, making current homes nonconforming, and recommendations for foundation heights. She spoke regarding different visions of the future of Rollingwood.

Dave Bench closed the public hearing at 9:50 p.m.

Dave Bench discussed Texas HB 2439 and items in the Code.

Sara Hutson spoke regarding the Planning and Zoning process of providing a recommendation to Council based on what the community wants.

The Planning and Zoning Commission directed staff to make minor modifications regarding more specific language in this item for the January agenda and notice for the February meeting.

6. Discussion and possible action regarding a plan for commercial zoning code updates as identified in the City's Comprehensive Plan

Brook Brown, 307 Nixon, spoke regarding her time on the Comprehensive Plan Task Force, City Council's potential approval to hire DNRBZ to draft these changes to the commercial zoning code, and the time required to complete this work.

7. Discussion and possible action on the regular January meeting date

The Planning and Zoning Commission decided to hold the January meeting at the regular time and date of January 4, 2023.

ADJOURNMENT OF MEETING

The meeting was adjourned at 10:22 p.m. by Dave Bench.

Minutes Adopted on the _____ day of _____, 2022.

Amie Rodnick, Chair

ATTEST:

Desiree Adair, City Secretary