



CITY OF ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING MINUTES

Tuesday, August 31, 2021

On Tuesday, August 31, 2021 at 6:00 p.m., the Planning and Zoning Commission of the City of Rollingwood, Texas held a special meeting, open to the public, via video conference and telephone in accordance with an order of the Office of the Governor issued March 16, 2020. The public was able to watch this meeting live and had the opportunity to comment via audio devices with the following meeting login information:

Link: <https://us02web.zoom.us/j/89432143153?pwd=MDZ3aGJ5czJOM1NhdmxMYkFsU2JqZz09>

Toll-Free Numbers: (833) 548-0276 or (833) 548-0282

Meeting ID: 894 3214 3153

Passcode: 2021

The public was permitted to offer public comments via their audio devices when logged in to the meeting or telephonically by calling in as provided by the agenda and as permitted by the presiding officer during the meeting. A video recording of the meeting was made and posted to the City's website and available to the public in accordance with the Texas Public Information Act upon written request. The following items were discussed:

CALL ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING TO ORDER

1. Roll Call

Acting Chair Amie Rodnick called the meeting to order at 6:07 p.m.

Present Members: Amie Rodnick, Tony Stein, Jordan Scott, Michael Rhodes, and Brian Nash.

Also Present: City Administrator Amber Lewis, Development Services Director Carrie Caylor, and Assistant City Administrator Ashley Wayman.

PUBLIC COMMENTS

Citizens wishing to address the Planning and Zoning Commission for items not on the agenda will be received at this time. Please limit comments to 3 minutes. In accordance with the Open Meetings Act, the Utility Commission is restricted from discussing or taking action on items not listed on the agenda.

Citizens who wish to address the Planning and Zoning Commission with regard to matters on the agenda will be received at the time the item is considered.

2. 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.

3. Discussion and possible action on the minutes from the August 11, 2021 Planning and Zoning Commission meeting.

Brian Nash motioned to approve the consent agenda. Jordan Scott seconded the motion.

- **Amie Rodnick – Yes**
- **Jordan Scott – Yes**
- **Brian Nash – Yes**
- **Tony Stein – Yes**
- **Michael Rhodes – Yes**

The motion passed 5-0.

PUBLIC HEARING

4. Public hearing, discussion, and possible action regarding an amended plat at 403 Farley Trail

Acting Chair Amie Rodnick opened the public hearing at 6:10 p.m.

The following individuals spoke during the public hearing:

- Development Services Director Carrie Caylor stated that this item is to consider an amended plat and explained that the applicant waived their 30-day right to a hearing to work on this plat further.
- City Attorney Charles Zech stated that this item could be pulled from the agenda.
- Acting Chair Amie Rodnick stated that this item was pulled from the agenda.

Acting Chair Amie Rodnick closed the public hearing at 6:12 p.m.

REGULAR AGENDA

5. Update, discussion and possible action on the residential landscaping ordinance

Development Services Director Carrie Caylor discussed proposed language for a future ordinance regarding silt fencing and retaining walls.

The Planning and Zoning Commission discussed the proposed language and whether certain sections are defensible.

City Administrator Amber Lewis discussed that the language discussed today would reflect the general concept of the ordinance and then it would go to the City Attorney to be put into ordinance form and brought back for review by the Commission.

The Commission and Development Services Director Carrie Caylor discussed front yard fences and whether there were enough concerns to warrant this ordinance.

The Commission further discussed the concerns addressed in this language and the enforcement of a future ordinance.

Development Services Director Carrie Caylor and the Commission discussed silt control versus the requirement for silt fencing and the flexibility of this ordinance.

The Commission discussed where this would fit in the City's Code of Ordinances and the current landscaping provisions in the code.

Michael Rhodes motioned to approve both the silt fencing and retaining wall proposed language.

City Administrator Amber Lewis clarified that this motion would mean that city staff would work with the City Attorney to draft an ordinance and bring it back to the Commission.

Tony Stein seconded the motion. The motion passed 5-0.

6. Discussion and possible action on amendments to the city's code of ordinances, Section 28-70 - Driveways with more than one curb cut, to limit the number of curb cuts, and Section 107-36 - Driveways, to expand the types of materials permitted for driveways

Jordan Scott discussed that the Commission had gone in depth on this item in past meetings and that he was comfortable with this proposed solution.

Jordan Scott motioned to direct staff bring ordinance language to the Planning and Zoning Commission for this item. Amie Rodnick seconded the motion.

The Commission and Development Services Director Carrie Caylor further discussed this language regarding curb cuts and different lot circumstances.

The motion passed 4-0 with one abstention.

7. Discussion on scheduling and planning for future meeting dates and agenda items

Assistant City Administrator Ashley Wayman discussed the regular meeting date of the Planning and Zoning Commission, which is the first Wednesday of the month, and asked the members if they would be interested in holding the meetings at 6:00 p.m.

The Commission discussed the meeting date and time and settled on keeping the meetings on the first Wednesday of the month and set the time at 6:00 p.m.

The Commission discussed the Governor's orders and returning to in-person meetings.

ADJOURNMENT OF MEETING

The meeting was adjourned at 7:02 p.m.

Minutes Adopted on the _____ day of _____, 2021.

Amie Rodnick, Acting Chair

ATTEST:

Ashley Wayman, City Secretary