



## **CITY OF ROLLINGWOOD COMPREHENSIVE RESIDENTIAL CODE REVIEW COMMITTEE MINUTES**

**Thursday, September 26, 2024**

The CRCRC 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 September 26, 2024. Members of the public and the CRCRC were able to participate in the meeting virtually, as long as a quorum of the CRCRC 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 COMPREHENSIVE RESIDENTIAL CODE REVIEW COMMITTEE MEETING AND PUBLIC WORKSHOP TO ORDER**

1. Roll Call

**Chair Dave Bench called the meeting to order at 5:01 p.m.**

**Present Members:** Chair Dave Bench, Jay van Bavel, Thom Farrell, Brian Rider, and Alex Robinette

**Also Present:** Interim City Secretary Makayla Rodriguez and Development Services Manager Nikki Stautzenberger

### **PUBLIC COMMENTS**

No individuals spoke during public comments.

### **CONSENT AGENDA**

2. Discussion and possible action on the minutes from the September 4, 2024 joint City Council, Planning and Zoning Commission, and CRCRC meeting
3. Discussion and possible action on the minutes from the September 10, 2024 CRCRC meeting
4. Discussion and possible action on a recommendation regarding CRZ protection during construction

**Brian Rider moved to approve the minutes. Thom Farrell seconded the motion. The motion carried with 5 in favor and 0 against.**

Jay van Bavel asked questions regarding item 4. Chair Dave Bench discussed the item with the CRCRC.

**Brian Rider moved to approve item 4 on the Consent Agenda. Thom Farrell seconded the motion. The motion carried with 5 in favor and 0 against.**

## **REGULAR AGENDA**

5. Discussion and possible action on emails and letters to the CRCRC from September 10, 2024 to September 25, 2024

Chair Dave Bench discussed the emails and letters received during the timeframe.

6. Discussion on the unintentional release of survey identities

**Thom Farrell moved to table item 6. The motion failed for a lack of a second.**

Thom Farrell explained his reasoning for his motion. Chair Dave Bench discussed a brief history of the building height survey and the response data. The CRCRC explained their efforts in trying to keep the data confidential. Chair Dave Bench continued to discuss the public information requests received.

**Jay van Bavel moved to table further discussion on the item. Brian Rider seconded the motion.**

Shanthi Jayakumar, 3309 Park Hills Drive, discussed the building height survey data and expressed her trust in the CRCRC.

**The motion carried with 5 in favor and 0 against.**

7. Discussion and possible action regarding final CRCRC additions and/or changes, if any, to its Residential Building Heights proposal

Alex Robinette discussed the tenting method and suggested passing the concept to the Planning and Zoning Commission. She explained different approaches to tenting and how the City of Austin applies the method.

The CRCRC discussed the existing draft for the parallel plane method, adding tenting, public feedback, and how other cities use tenting.

**Thom Farrell moved to recommend parallel plane with tenting and include examples from Palo Alto, the 6ft/12ft measure, and moves the spring line to the property line and drops it to 15ft, and 35ft from natural grade. Alex Robinette seconded the motion.**

The CRCRC asked questions regarding average grade and height regulation. They continued to discuss the motion, existing recommendations to the Planning and Zoning Commission, and how to move forward with the motion.

**Thom Farrell withdrew his motion.**

**Chair Dave Bench moved to go forward with the recommendation as previously discussed and has been codified to the Planning and Zoning Commission and allow them to make a determination to whether that works for them and if not, the recommendation can be sent back, including building height and tenting as written. Jay van Bavel seconded the motion.**

Brian Rider asked for clarity regarding existing recommendations. The CRCRC discussed existing recommendations and documents in the agenda packet. Thom Farrell thanked Alex Robinette for her work.

**The motion carried with 5 in favor and 0 against.**

8. Discussion and possible action on tree removal fee recommendations

Jay van Bavel discussed feedback received from City Council regarding tree removal permit fees for heritage trees. Development Services Manager Nikki Stautzenberger stated that there is not a fee for a tree removal permit. They continued discussion on the fees associated with tree removal permits as well as adding a fee for permits to remove heritage trees.

The CRCRC discussed scenarios of removing heritage trees, penalties, and fee amounts.

Amy Patillo, 3 Rock Way Cove, discussed her experience when she worked on the tree ordinance and potential outcomes with high penalty fees.

The CRCRC asked what other cities charge for tree removal permit fees. Development Services Manager Nikki Stautzenberger explained what other cities charge for tree removal permits as well as discussed the application process.

The CRCRC discussed fees, what other cities charge, and how to form their motion.

**Chair Dave Bench moved to recommend to City Council that there will be a fee charge to remove a heritage tree as well as a heritage tree removal permit of \$15,000 for a 24 inch at 4 and a half feet tree with a scale of \$1000 per additional inch past 24 inches. Jay van Bavel seconded the motion. The motion carried with 5 in favor and 0 against.**

9. Discussion and possible action on CRCRC positions on drainage, impervious cover, and FAR

Brian Rider discussed the building height survey responses and stated that the subcommittee does not have a recommendation for drainage, FAR, and impervious cover.

Mayor Pro Tem Sara Hutson, 2805 Rock Way, discussed corrections to a document in the agenda packet, TCEQ requirements, and drainage.

The CRCRC and Mayor Pro Tem Sara Hutson discussed building survey responses, drainage and impervious cover, and addressing community concerns.

**Thom Farrell moved to authorize Brian Rider to submit a finalized copy of the latest report to City Council and the Planning and Zoning Commission with a note saying should the CRCRC need to look at additional items, the CRCRC is prepared to do so. Jay van Bavel seconded the motion. The motion carried with 5 in favor and 0 against.**

10. Discussion and possible action regarding setback requirements as related to vegetative barriers between lots

Chair Dave Bench read an email from Genie Nyer regarding vegetative barriers. The CRCRC discussed drainage easements and setbacks.

**Chair Dave Bench moved to table this item. Brian Rider seconded the motion. The motion carried with 5 in favor and 0 against.**

**ADJOURNMENT OF MEETING AND PUBLIC WORKSHOP**

The meeting was adjourned at 7:22 p.m.

Minutes adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Dave Bench, Chair

ATTEST:

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Makayla Rodriguez, Interim City Secretary