



CITY OF ROLLINGWOOD PLANNING AND ZONING COMMISSION MINUTES

Wednesday, July 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 July 1, 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, Genie Nyer, Jay VanBavel, and Dave Bench

Also Present: City Administrator Alun Thomas, Assistant to the City Administrator Lindsay Saenz, Director of Community Development Nikki Stautzenberger, and City Attorney Stanley Springerley

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 June 3, 2026 Planning and Zoning Commission meeting

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

REGULAR AGENDA

3. Discussion and possible action on proposed ordinance amending Chapter 107, Section 107-3 of the Rollingwood Code of Ordinances related to Playhouses and Playscapes

Dave Bench explained that the Commission's previous action did not include a formal recommendation to forward the proposed ordinance to the City Council for the purpose of setting a public hearing. As a result, the item did not advance as intended.

Dave Bench moved to recommend forwarding the proposed ordinance amending Chapter 107 related to playhouses and playscapes to the City Council for the purpose of setting a public hearing. Jay Van Bavel seconded the motion. The motion carried with 4 in favor and 0 against.

4. Discussion and possible action on a proposed ordinance amending Chapter 107- Zoning, Article V.- Administration and enforcement, Division 4.- Changes in regulations or zoning district boundaries of the Rollingwood Code of Ordinances

Dave Bench introduced the proposed ordinance of amendments to Chapter 107, explaining that the revisions are intended to bring the City's zoning ordinance into compliance with recent changes in state law. He noted that legal counsel had prepared several draft revisions, but the ordinance was still under review and not yet ready for Commission action. Commissioners were encouraged to review the draft and provide feedback before it returns at a future meeting.

Jay Van Bavel requested a summary of the major revisions of the ordinance be available with the proposed ordinance to assist with understanding the changes. Nikki Stautzenberger, Development Services Manager, agreed to work with legal counsel to provide an updated summary before the next meeting.

5. Update regarding inconsistencies within Chapter 107 of the Rollingwood Code of Ordinances

Nikki Stautzenberger, Director of Community Development, updated the commission that the redlined identified inconsistencies within Chapter 107 are in legal review. Additional updates to Chapter 107 and the tree ordinance are being prepared to ensure compliance with recent state law changes and will be presented to the Commission in the coming months.

Additionally, Brook Brown noted that a revised ordinance development process is being worked on to improve consistency in which legal counsel prepares ordinance language earlier in the review process. The Commission would then be able to review the ordinance language before requesting that the City Council set the ordinance for a public hearing. Commissioners commented that the revised process would provide greater clarity and improve efficiency.

ADJOURNMENT OF MEETING

The meeting was adjourned at 6:25 p.m.

Minutes were adopted on the 5th day of August, 2026.

Dave Bench, Chair

ATTEST:

Nikki Stautzenberger, Director of Community Development