



CITY OF ROLLINGWOOD COMPREHENSIVE RESIDENTIAL CODE REVIEW COMMITTEE MINUTES

Tuesday, June 25, 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 June 25, 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

Acting Chair Brian Rider called the meeting to order at 5:00 p.m.

Present Members: Brian Rider, Jay van Bavel, Thom Farrell, Alex Robinette, Duke Garwood, and Chair Dave Bench (virtually)

Also Present: Assistant City Administrator Desiree Adair and Development Service Manager Nikki Stautzenberger

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the June 11, 2024 CRCRC meeting

Thom Farrell moved to approve the minutes. Jay van Bavel seconded the motion. The motion passed with 6 in favor and 0 against.

REGULAR AGENDA

Acting Chair Brian Rider called up item 6 at 5:04 p.m.

3. Discussion and possible action on emails and letters to the CRCRC from June 7, 2024 to June 18, 2024

The CRCRC discussed emails received within the timeframe.

4. Discussion and possible action on CRCRC Building Height recommendations

Brian Rider discussed a proposal of recommendations for residential building height.

Brian Rider moved to adopt the recommendations and send them to Planning and Zoning and City Council. Alex Robinette seconded the motion.

Thom Farrell requested to make amendments to the motion. He requested the city attorney to draft an amendment to allow special exceptions for lots with slopes that adversely affect the use of property and where drainage easements affect the use of the property, Direct the Board of Adjustment to approve special exceptions and use linear functions as attached by Jeff Marx as a means to determine height, send to Planning and Zoning for their comments, send all comments to Planning and Zoning and City Council, and do a workshop with CRCRC and Planning and Zoning and send the minutes to City Council and Planning and Zoning.

The CRCRC discussed the linear function, step function, and timing of the recommendation included in the packet.

Jeff Ezell, 4709 Timberline Drive, expressed his opinion of the proposal and feels that it provides true equity and accounts for slope. He would like the linear step function to be discussed. Mr. Ezell would like the CRCRC to have a method that works for all lots.

Ryan Clinton, 4714 Timberline Drive, supports the desire for a workshop. He discussed his experience in the Strike Force and how a public forum was held before sending the recommendations to City Council. He gave his opinion on the term “unbuildable lots” and recommended alternative terms. Mr. Clinton discussed the Open Meetings Act and his concern with the recommendations bypassing Planning and Zoning.

Acting Chair Brian Rider and Ryan Clinton spoke regarding Planning and Zoning, City Council, and the process of recommendations.

Amy Pattillo, 3 Rock Way Cove, discussed the previous City Council Meeting suggested more interactive opportunities to understand what is happening. She recommended that City Council hold a workshop with a City Engineer to show how the ordinance would be applied.

Alex Robinette asked Amy Pattillo how the Tree ordinance was created with public input. Ms. Pattillo discussed her experience. Amy Pattillo requested a public workshop included in the recommendation.

Wendi Hundley, 401 Vale, thanked the CRCRC and discussed the importance of process and public input. She expressed her desire for a public workshop in the proposal and discussed her experience with the recommendation process. She continued to share her thoughts on the CRCRC.

Kendra Roloson, 403 Farley Trail, stated that she agrees with the idea to have a workshop to understand how the proposal would apply to residents homes and thanked Alex Robinette for her help with the explaining the proposal to her.

Thom Farrell moved to make amendments to the to the motion to draw an amendment to allow special exceptions to lots with slopes that adversely affect the use of property and where drainage easements lots that affect the use, direct the Board of Adjustment to methods including linear functions as attached by Jeff Marx to determine maximum height. Brian Rider accepted the friendly amendment

Alex Robinette suggested not including the linear function. Thom Farrell agreed to leave the linear function portion out.

Dave Bench discussed the special exception being allowed for severely sloped lots. He explained that no discussion has occurred regarding lots affected by drainage easements or flooding.

Alex Robinette read a text from Jeff Marx into the record.

Thom Farrell removed drainage easements second sentence.

Dave Bench drew attention and discussed the document in the packet.

Jay van Bavel made an amendment to use the words “extreme adverse impact on the use of the property” instead of “unbuildable” on the special exceptions section of the recommendation. Alex Robinette seconded the amendment. The amendment to the amendment carried with 6 in favor and 0 against.

Thom Farrell withdrew his friendly amendment.

Thom Farrell moved to submit the recommendation to the Planning and Zoning and City Council. Brian Rider seconded the motion.

Dave Bench recapped his presentation at the City Council meeting.

Thom Farrell withdrew his motion.

Jay van Bavel moved to send this package to City Council and Planning and Zoning and they can consult with a city attorney if necessary if it needs to go to Planning and Zoning first. Brian Rider seconded the motion.

Thom Farrell discussed public policy and legal requirements. Thom Farrell requested to remove the city attorney.

Thom Farrell amended the motion to send it to Planning and Zoning and City Council. Brian Rider seconded the amendment. The motion carried with 6 in favor and 0 against.

Alex Robinette discussed holding a workshop after City Council reviews the recommendations.

Thom Farrell moved to recommend to have a workshop with City Council and Planning and Zoning. Brian Rider seconded the motion. The motion carried with 4 in favor and 2 against (Alex Robinette, Dave Bench).

Thom Farrell moved to send all the comments with the recommendation to City Council and Planning and Zoning. Brian Rider seconded the motion.

The CRCRC discussed whether or not to include documents that are already public.

The motion failed with 3 in favor and 3 against (Alex Robinette, Dave Bench, Jay van Bavel)

The main motion to pass on the recommendations with amendments to City Council and Planning and Zoning as well as the recommendation to have a public workshop in the future passed with 6 in favor and 0 against.

Jay van Bavel left the meeting at 6:27 p.m.

5. Discussion and possible action of Residential Lighting recommendations

Thom Farrell thanked Jerry Fleming for his input and discussed how the subcommittee used the requirements for commercial lighting. Thom Farrell discussed the basic issues of foot candles, light shielding, and color of lights. He continued to discuss enforcement and compliance.

Brian Rider would like to table the adoption of the item so he and others can review the recommendations.

Jerry Fleming, 305 Nixon Drive, discussed how he adapted the commercial corridor lighting ordinance to fit in a residential setting. He discussed general standards and submitting light fixtures during the building plan stage.

Brian Rider tabled agenda item 5.

6. Discussion and possible action on Residential Landscape and Tree Canopy Management recommendations

Jay van Bavel discussed the recommendations provided in the packet. The CRCRC members discussed process for providing recommendations.

Thom Farrell moved to approve the recommendation send to Planning and Zoning.

Acting Chair Brian Rider made a friendly amendment to send to Planning and Zoning and City Council. Jay van Bavel seconded the motion. The motion carried with 6 in favor and 0 against.

Acting Chair Brian Rider moved back to item 3 at this time.

7. Discussion and possible action on future meeting dates and agenda topics for discussion

The CRCRC discussed that the next meeting will be on July 9th.

Brian Rider would like to discuss floor to area ratio, drainage, and impervious cover.

ADJOURNMENT OF MEETING AND PUBLIC WORKSHOP

The meeting was adjourned at 6:50 p.m.

Minutes adopted on the _____ day of _____, 2024.

Dave Bench, Chair

ATTEST:

Ashley Wayman, City Administrator