

# **AGENDA ITEM SUMMARY SHEET**

## **City of Rollingwood**

**Meeting Date: September 17, 2025**

**Submitted By:**

Staff

**Agenda Item:**

Public hearing, discussion, and possible action on an ordinance amending Chapter 107, Section 107-3 and adding Section 107-84 of the Rollingwood Code of Ordinances related to mechanical equipment

**Description:**

At the May 7, 2025, Planning and Zoning Commission meeting, the Commission voted 5-0 recommending approval of the proposed ordinance creating a definition for mechanical equipment (Sec. 107-3), along with corresponding placement guidelines for each (New Section 107- 84).

At the May 21, 2025, City Council meeting, Council Member Brook Brown moved to send the draft ordinance back to the Planning and Zoning Commission for consideration of the Council's comments regarding the location of mechanical equipment. Council Member Kevin Glasheen seconded the motion. The motion carried with 5 in favor and 0 against.

At the June 4, 2025, Planning and Zoning Commission Meeting, the Commission discussed the City Council's request regarding ordinance revisions. Commissioner Jerry Flemming proposed edits to the section on mechanical equipment, removing the phrase "(b) mechanical equipment is permitted in the required back yard" and adding "and the required rear yard." As a result, subsection (c) was renumbered to (b) to read: "(b) Mechanical equipment is permitted in the required side yard and rear yard subject to the following conditions:"

Commissioner Jerry Flemming made a motion to approve the edits that he made, and Commissioner Genie Nyer seconded the motion. The motion carried with 4 in favor and 1 abstention (Tony Stein).

**Action Requested:**

Hold a public hearing, discuss, and make a recommendation to the City Council on an ordinance amending Chapter 107, Section 107-3 and adding Section 107-84 of the Rollingwood Code of Ordinances related to mechanical equipment

**Fiscal Impacts:**

No significant fiscal impacts anticipated at this time.

**Attachments:**

- Draft ordinance amending the zoning ordinance, amending Chapter 107, Section 107-3, and adding Section 107-84 related to mechanical equipment