



March 6, 2024

Dear Sir or Madam:

The City of Rollingwood Board of Adjustment will be considering a request for the following:

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<b>Request:</b>	<b>Subject Property:</b>	<b>Listed Applicant Contact:</b>
Special Exception per Sec. 107-491(a)(1) on the property to permit the reconstruction of a nonconforming structure that has been damaged by fire or other causes.	3220 Park Hills Drive Rollingwood, Texas 78746	Steve Marcie & Norma Marcie 3220 Park Hills Drive Rollingwood, Texas 78746

Notes:

The property owner is requesting a special exception related to Section 107-36 (Driveways) for the nonconforming driveway that is not 5' from the property line (per Sec. 107-36).

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You are receiving this letter because you have been identified as the owner of real property, which is located within the city limits subject to this request. According to Rollingwood Code of Ordinances, 107-494, notice of a public hearing on a request for a variance, special exception, or appeal to the Board of Adjustment shall be mailed at least 30- days before the public hearing to the petitioner and owners of property located within 250 feet of any point of the lot, or portion thereof which is the subject of the public hearing. Please consider this letter as your official notice of a public hearing to be held by the Board of Adjustment on a special exception request concerning property located within 250 feet of your property in the City of Rollingwood.

**The City of Rollingwood Board of Adjustment will hold a public hearing beginning at 6:00 p.m. on Monday, April 15, 2024 in the Council Chambers at Rollingwood City Hall 403 Nixon Drive, Rollingwood, Texas 78746, or you may join the meeting virtually.**

One of the principal functions of municipal government is to encourage citizen participation within the framework of local government operations and decision-making. During the public hearings, the applicant and people in favor of, neutral or opposed to the request may present their views. Any member of the public may appear at the hearings and present evidence for or against the request. Written comments should be submitted no later than 72 hours before the hearing to the City Secretary, Desiree Adair at City Hall or at [dadair@rollingwoodtx.gov](mailto:dadair@rollingwoodtx.gov). Agendas will be posted on the City's website at [www.rollingwoodtx.gov/meetings](http://www.rollingwoodtx.gov/meetings) 72 hours prior to the meeting; please call or check the website for additional information.

For more information regarding this matter as well as any questions, please contact the City of Rollingwood City Hall at 512-327-1838 or by email at [developmentsservices@rollingwoodtx.gov](mailto:developmentsservices@rollingwoodtx.gov).

Respectfully,

A handwritten signature in red ink that reads "Nikki Stautzenberger".

Nikki Stautzenberger  
Development Services Manager

Cc: Board of Adjustment members

Sec. 107-491 - Special exceptions.

- (a) The board may, in a specific case, where the board makes the findings required under subsection (c) herein, grant the following special exceptions from the requirements of this division:
- (1) Permit the reconstruction of a nonconforming building or structure that has been damaged by fire or other cause;
  - (2) Permit the enlargement or extension of a nonconforming use or nonconforming building upon the lot occupied by such use or building at the time of the passage of this division;
  - (3) In undeveloped sections of the city, grant temporary and conditional permits for not more than two years, provided that the grant of a temporary or conditional permit shall not be reason or cause for extension of such permit;
  - (4) Permit such modifications of yard, open space, lot area, or lot width regulations as may be necessary to improve a parcel of land, if the parcel is of such restricted size that it cannot be appropriately improved without such modification; or
  - (5) Permit a public utility or public service building of a ground area or height at variance with those provided for the district in which such public utility or public service building is permitted to be located, when found reasonably necessary for the public health, convenience, safety or general welfare.
- (b) The board may grant such other special exceptions as may be provided for elsewhere in this division, subject to the terms and conditions therein set out.
- (c) Prior to granting a special exception, the board shall make a finding that it is empowered under this chapter to grant the special exception, that the public convenience and welfare will not be substantially or permanently injured in the granting of the special exception, and that the grant of the special exception will not adversely affect the public health, convenience, safety or general welfare.
- (d) In granting a special exception, the board may prescribe appropriate conditions and safeguards in conformity with this division.
- (e) The board shall prescribe a time limit within which the action for which the special exception is required shall be begun or completed, or both. Failure to comply with the time limits set by the board shall void the special exception.