



CITY OF ROLLINGWOOD BOARD OF ADJUSTMENT MEETING MINUTES

Wednesday, May 28, 2025

The Board of Adjustment 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 May 28, 2025. Members of the public and the Board of Adjustment were able to participate in the meeting virtually, as long as a quorum of the Board of Adjustment 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 BOARD OF ADJUSTMENT MEETING TO ORDER

1. Roll Call

Chair Jerry Speitel called the meeting to order at 4:30 p.m.

Present Members: Chair Jerry Speitel, Susan Hinton, Casey Hoffman, Keith Martinson, and Kevin Schell

Also Present: City Administrator Alun Thomas, City Secretary Makayla Rodriguez, Development Services Manager Nikki Stautzenberger, City Attorney Charles Zech, and Mayor Pro Tem Sara Hutson

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the April 15, 2024 Board of Adjustment meeting

Keith Martinson moved to approve the meeting minutes. Susan Hinton seconded the motion. The motion carried with 5 in favor and 0 against.

3. Discussion and possible action on the minutes from the June 27, 2024 Board of Adjustment meeting

Keith Martinson moved to approve the meeting minutes. Susan Hinton seconded the motion. The motion carried with 5 in favor and 0 against.

REGULAR AGENDA

4. Discussion and possible action on the election of a Chair to the Board of Adjustment

Susan Hinton moved to appoint Jerry Speitel as Board of Adjustment Chair. Kevin Schell seconded the motion. The motion carried with 4 in favor and 1 abstention (Speitel).

5. Clarification or confirmation of the location of the tennis courts as it relates to the Board of Adjustment’s January 11, 2023, approval of a special exception under Section 107-491(a)(2) of the City’s Code of Ordinances, which granted the enlargement and expansion of the nonconforming tennis courts at the Western Hills Athletic Club, 4801 Rollingwood Drive

Development Services Manager Nikki Stautzenberger explained that City Council approved the site plan for Western Hills Athletic Club at their previous meeting and that she would like to get clarification from the Board on their intent on site plan’s approval relating to the location of the tennis courts.

Member of the Board of Adjustment discussed the site plan layout.

Mayor Pro Tem Sara Hutson reported on her recent discussion with the Western Hills Athletic Club, noting that the tennis court plans approved by the Board of Adjustment differ slightly from those previously approved by the City Council.

Chair Jerry Speitel stated City Council’s approval is consistent with what the Board of adjustment approved.

Susan Hinton moved to confirm that City Council’s approval is consistent with what was approved by the Board of Adjustment. Kevin Schell seconded the motion. The motion carried with 5 in favor and 0 against.

ADJOURNMENT OF MEETING

The meeting was adjourned at 4:44 p.m.

Minutes adopted on the 10th day of March, 2026.

Jerry Speitel, Chair

ATTEST:

Alun Thomas, City Administrator