



CITY OF ROLLINGWOOD COMPREHENSIVE RESIDENTIAL CODE REVIEW COMMITTEE MINUTES

Wednesday, May 03, 2023

Notice is hereby given that the Comprehensive Residential Code Review Committee (CRCRC) of the City of Rollingwood, Texas will hold a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on Wednesday, May 03, 2023 at 4:00 PM. Members of the public and the CRCRC may participate in the meeting virtually, as long as a quorum of the CRCRC and the presiding officer are physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. The public may watch this meeting live and have the opportunity to comment via audio devices at the link below. The public may also participate in this meeting by dialing one of the toll-free numbers below and entering the meeting ID and Passcode.

Link: <https://us02web.zoom.us/j/5307372193?pwd=QmNUbmZBQ1lwUINjNmK5RnJreIRFUT09>

Toll-Free Numbers: (833) 548-0276 or (833) 548-0282

Meeting ID: 530 737 2193

Password: 9fryms

The public will be permitted to offer public comments via their audio devices when logged in to the meeting or telephonically by calling in as provided by the agenda and as permitted by the presiding officer during the meeting. If a member of the public is having difficulties accessing the public meeting, they can contact the city at dadair@rollingwoodtx.gov. Written questions or comments may be submitted up to two hours before the meeting. A video recording of the meeting will be 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 TO ORDER

1. Roll Call

Present Members: Acting Chair Ryan Clinton, Jeff Marx, Dave Bench, Duke Garwood and Alex Robinette.

Also Present: City Administrator Ashley Wayman and Development Services Manager Nikki Stautzenberger.

PUBLIC COMMENTS

Citizens wishing to address the Comprehensive Residential Code Review Committee for items not on the agenda will be received at this time. Please limit comments to 3 minutes. In accordance with the Open Meetings Act, the Committee is restricted from discussing or taking action on items not listed on the agenda.

Citizens who wish to address the Comprehensive Residential Code Review Committee with regard to matters on the agenda will be received at the time the item is considered.

- Ellin Wilson, 3018 Hatley Dr., discussed her concerns with setbacks and building height.

Alex Robinette joined the meeting during this item.

CONSENT AGENDA

All Consent Agenda items listed are considered to be routine by the Comprehensive Residential Code Review Committee 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 April 19, 2023 CRCRC meeting

Dave Bench moved to approve the consent agenda. Alex Robinette seconded the motion. The motion passed 5-0.

REGULAR AGENDA

3. Discussion on common zoning questions

City Administrator Ashley Wayman discussed the document prepared by the City's Zoning Reviewer, KFA.

The CRCRC discussed the contents of the memo provided including the code of ordinances regarding yards/setbacks and building height. They also discussed with staff the various review processes.

Acting Chair Ryan Clinton called up item 6 at this time.

4. Discussion on residential building rules

Acting Chair Ryan Clinton discussed that he put this on the agenda as an item in case anyone would like to discuss specific residential building rules.

Dave Bench discussed that it may be helpful to develop a list of things they don't want to see in the residential zoning.

The CRCRC members each discussed their hot-button concerns.

Duke Garwood:

- Building height regulations should be determinable
- Impervious Coverage and the concept behind the drainage ordinance
- Interested in taking a harder look at the Tree Ordinance.
- Good with setbacks the way they are, but wants to see the requirement where there is 25 feet between houses
- Interested in looking at a reasonable Floor Area Ratio (FAR) – percentage

- Interested in a way to require builders take a holistic approach to design and step up the design quality

Alex Robinette

- The 45 foot option should be eliminated from the Building Height calculation
- Some way to manage foundations that are disproportionate to street scape and makes homes out of scale from those on the street

Dave Bench

- Consider lighting on lots and reduce unnecessary light pollution – possible dark sky ordinance.
- Tree ordinance should address fire safety.
- Address/limit number of residential stories allowed.
- Address homes being built to max allowable height and setbacks.
- Interested in kinder roof lines and gentler slopes across lots.

Jeff Marx

- Building Height
- Building size relative to lot size
- Impervious cover should be used as it relates to drainage, not to regulate home size.
- Trees should not be removed from setbacks. Trees in setbacks to be used to shield homes.
- Exterior lighting concerns.

Ryan Clinton

- Homes going setback to setback, with the maximum height and a flat roof

Acting Chair Ryan Clinton called up item 8 at this time.

5. Discussion on prior public input from the Comprehensive Plan Strike Force

Jeff Marx discussed the insights from the 2021 survey in conjunction with the Comprehensive Plan Strike Force.

The CRCRC discussed the survey results regarding accessory dwelling units, the overall vision of the community, and the key takeaways of the future land use plan. They also discussed the scope of the committee and the tree ordinance.

Ellin Wilson, 3018 Hatley Dr., discussed her concerns with the tree ordinance and people planting trees in the line of sight to the city view.

Acting Chair Ryan Clinton called up item 7 at this time.

6. Updates on the CRCRC dropbox of relevant documents, CRCRC email address, and web page

City Administrator Ashley Wayman discussed that the CRCRC website is active and that the CRCRC email and document center is live.

The CRCRC and staff discussed how to share emails with the commission, the open meetings act rules that apply to the CRCRC and how to communicate with the committee, residents and staff members.

Acting Chair Ryan Clinton called up item 5 at this time.

7. Discussion and possible action regarding messaging for requesting citizen input

Alex Robinette stated that she sent a message to the ladies of Rollingwood WhatsApp group asking for input. She also discussed that a lot of people may be uncomfortable voicing their opinions over email.

Jeff Marx discussed that he had worked with staff to discuss getting the meeting summaries posted to the webpage so that a link could be shared with community members.

Acting Chair Ryan Clinton called up item 10 at this time.

8. Discussion and possible action to schedule a public workshop

Ryan Clinton moved to wait until a survey has been sent out to schedule a public workshop. Dave Bench seconded. The motion passed 5-0.

Acting Chair Ryan Clinton called up item 9 at this time.

9. Discussion and possible action regarding subcommittee assignments

The CRCRC discussed whether this was the time to create subcommittee assignments and what the next steps are.

Ryan Clinton suggested putting subcommittee assignments on the next meeting agenda and that everyone come to the next meeting with an idea of what sub-committees they want to be on.

The CRCRC discussed establishing the survey subcommittee now.

Acting Chair Ryan Clinton volunteered to be on the survey subcommittee with Jeff Marx and Dave Bench.

Acting Chair Ryan Clinton called up item 11 at this time.

10. Update and discussion regarding Jeff Marx's review of residential home sizes relative to lot size

Jeff Marx discussed his research regarding home volume and height of a sample set of homes in Rollingwood and that he and Dave Bench had begun to look through plans and get the heights of the houses.

Dave Bench discussed that he put a 2007 report from the City of Los Angeles regarding the volume of a house relative to its lot size.

Acting Chair Ryan Clinton called up item 4 at this time.

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

Acting Chair Ryan Clinton discussed the possible meeting schedule going forward.

The CRCRC set their meetings for 5:00 PM on the second and fourth Tuesdays. The next meeting will be on Tuesday, May 23 at 5:00 PM.

The CRCRC discussed getting some ideas about subcommittees.

City Administrator Ashley Wayman stated that she would work with Thom Farrell on a list of subcommittees to share with the group.

ADJOURNMENT OF MEETING

The meeting was adjourned at 6:05 p.m.

Minutes Adopted on the _____ day of _____, 2023.

Thom Farrell, Chair

ATTEST:

Desiree Adair, City Secretary