



CITY OF ROLLINGWOOD SPECIAL PLANNING AND ZONING COMMISSION MEETING MINUTES

Wednesday, May 20, 2026

The Planning and Zoning Commission of the City of Rollingwood, Texas will held a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on May 20 2026, at 7:00 PM. Members of the public and the Planning and Zoning Commission were able to participate in the meeting virtually, as long as a quorum of the Planning and Zoning Commission and the presiding officer are physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. A video recording of the meeting was made and is posted to the City's website and available to the public in accordance with the Texas Public Information Act upon written request.

CALL SPECIAL ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING TO ORDER

1. Roll Call

Chair Dave Bench called the meeting to order at 6:01 p.m.

Present Members: Chair Dave Bench, Jay van Bavel, Jerry Fleming, Tony Stein, and Patricia Barnes

Also Present: City Administrator Alun Thomas, Assistant to the City Administrator Lindsay Saenz, Development Services Manager Nikki Stautzenberger, and City Planner Amanda Padilla

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

All Consent Agenda items listed are considered to be routine by the Planning and Zoning Commission 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 1, 2026 Planning and Zoning Commission meeting

Patricia Barnes moved to approve the meeting minutes. Jay van Bavel seconded the motion. The motion carried with 5 in favor and 0 against.

REGULAR AGENDA

3. Discussion and possible action on an ordinance amending Chapter 107, Section 107-3 of the Rollingwood Code of Ordinances related to Playhouses and Playscapes

Chair Dave Bench provided background on the item, noting that the Commission held a public hearing in September 2025 and subsequently recommended approval of an amended version of the proposed ordinance. In November 2025, the amended ordinance was presented to the City Council, but did not advance. The item has since been returned to the Commission for review of a revised draft.

Chair Bench highlighted key differences between the current proposal and the previously approved version, specifically noting reductions in maximum square footage, height, and a 10-foot minimum setback from the lot line.

Commissioners debated the proposed dimensions, with a general sentiment that the draft, as written, was too restrictive. Concerns were raised regarding the practical impact on lots where buildable area has been fully utilized, effectively preventing placement of a playhouse in side or rear yards. Discussion also addressed the undefined nature of "temporary" as it applies to structures and whether additional clarification should be incorporated into the code.

Commissioner Jerry Fleming expressed opposition to the ordinance in its entirety, citing concerns about further encroachment into required yards and the adequacy of the existing code.

Ronald Hasso, resident of 2810 Pickwick Lane, addressed the Commission in opposition to the proposed dimensions, stating that the ordinance, as written, is overly restrictive. He noted that his playhouse has been well received by neighbors and advocated for dimensions of 100 sq. ft., 12 ft. in height, and a 6-foot setback.

Councilmember Sarah Hutson, resident of 2805 Rock Way, provided context on the intent behind the proposal, noting the goal was to create a permit-exempt category for small, unobtrusive playhouses while addressing drainage and neighbor privacy concerns. She noted the 8 foot height limit aligns with the City's recently amended fence ordinance.

Commissioner Jay van Bavel moved to approve the amended Section 107-3 definition of accessory building or structure as presented, with the following modifications to the exempt children's playhouse definition: maximum area of 100 square feet, maximum height of 10 feet, and a minimum setback of 8 feet from the lot line. The motion was seconded by Patricia Barnes. The motion carried with 4 in favor and 1 opposed (Fleming).

4. Update regarding the tree protection subcommittee

Commissioner Jerry Fleming reported that the subcommittee identified three areas of focus for recommended updates to the ordinance. There should be a requirement that 1/4 of the Critical Root Zone (CRZ) be included in tree protection standards, which arborists note is exceptionally important and currently absent from the ordinance. Additionally, there should be a requirement that tree protection notes be included directly on contractor drawings, modeled after City of Austin standards, to improve on-site compliance. Lastly, enforcement language should be strengthened to ensure fines are clearly stated in the ordinance.

The subcommittee anticipates having a draft ready for discussion at the June 3rd Planning and Zoning Commission meeting.

ADJOURNMENT OF MEETING

The meeting was adjourned at 6:54 p.m.

Minutes were adopted on the 3rd day of June 2026.

Dave Bench, Chair

ATTEST:

Nikki Stautzenberger, Development Services Manager