



CITY OF ROLLINGWOOD COMPREHENSIVE RESIDENTIAL CODE REVIEW COMMITTEE MINUTES

Tuesday, June 27, 2023

The Comprehensive Residential Code Review Committee (CRCRC) 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 Tuesday, June 27, 2023 at 5:00 p.m. Members of the public and the CRCRC were able to participate in the meeting virtually, as long as a quorum of the CRCRC 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 COMPREHENSIVE RESIDENTIAL CODE REVIEW COMMITTEE MEETING AND PUBLIC WORKSHOP TO ORDER

1. Roll Call

Vice Chair Ryan Clinton called the meeting to order at 5:10 p.m.

Present Members: Dave Bench, Duke Garwood, Jeff Marx, Ryan Clinton, Alex Robinette (virtually), and Thom Farrell (virtually)

Also Present: City Administrator Ashley Wayman, City Secretary Desiree Adair, and Council Member Phil McDuffie

PUBLIC COMMENTS

There were no public comments.

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 June 13, 2023 CRCRC meeting

Dave Bench moved to approve the minutes from the June 13, 2023 meeting. Duke Garwood seconded the motion. The motion carried with 6 in favor and 0 against.

REGULAR AGENDA

Vice Chair Ryan Clinton pulled up item 6 at this time.

3. Discussion and possible action on CRCRC emails and letters from June 8, 2023 to June 22, 2023

Jeff Marx mentioned that a tabulation of the emails and letters is now in the document center.

Vice Chair Ryan Clinton moved on to item 5 at this time.

4. Update on City Council action and responses to CRCRC questions

City Secretary Desiree Adair updated the CRCRC on City Council action and responses to CRCRC questions regarding scope, timeline, survey, and email distribution from the June 21, 2023 City Council meeting.

Vice Chair Ryan Clinton returned to item 6 at this time.

5. Discussion of Potential Height Framework Concept

Vice Chair Ryan Clinton explained the proposed hybrid framework for managing residential heights including sloped and flat lots, maximum height, reference point, and the “tent”.

The CRCRC discussed the framework, consensus of the community, code enforcement, height along the setbacks, an eave height restriction, combination of FAR and height, roof types, and further research into the tent concept.

Chair Thom Farrell discussed the history of the current height ordinance. The CRCRC discussed the City of Austin’s ordinances regarding height and tenting.

The CRCRC discussed finding a process, endpoint, and promotion of the survey.

6. Discussion regarding the first draft of the CRCRC Survey

Alex Robinette discussed the citizen input from emails. The subcommittee is looking forward to feedback on the draft of the survey. She discussed building height, floor to area ratio (FAR), number of stories, light pollution, and trees.

Thom Farrell and Dave Bench discussed the survey questions regarding code enforcement.

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

The CRCRC continued with item 6 here.

The CRCRC began to discuss the draft survey questions in order. Vice Chair Ryan Clinton discussed biased and leading questions, actionable answers, survey fatigue, and specific questions. He proposed coming back with another draft that he would provide.

The CRCRC discussed the number of surveys, direction from Council, community input, timing of the survey, actionable information from the survey, using open ended responses, the survey from the Strike Force, the project action plan, community pushback, survey fatigue, inclusivity, specific

directed questions, expertise in subject areas, intersection between topics, comments after survey questions, and interpretation of survey responses.

Chair Thom Farrell discussed that he will work on a write up on the subject of non-conformance.

Jeff Marx proposed to step off of the survey subcommittee and invited Ryan Clinton to join the survey subcommittee.

Vice Chair Ryan Clinton discussed stepping off of the committee after tonight's meeting.

Jeff Marx provided feedback on specific questions in the overview and dark sky sections that he felt were biased or leading. He suggested providing a supporting document with both perspectives and allowing the survey to stand alone.

The CRCRC attempted next steps with regards to the survey.

Mary Elizabeth Cofer, 3306 Gentry Drive, stated her respect and would like for Ryan Clinton to stay on the Committee.

Vice Chair Ryan Clinton moved to item 3 at this time.

7. Discussion and possible action regarding a plan to analyze results from past surveys and proposed CRCRC survey

The CRCRC did not discuss this item.

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

The CRCRC proposed adding an agenda item regarding an action plan for the process and overall project.

ADJOURNMENT OF MEETING AND PUBLIC WORKSHOP

The meeting and public workshop was adjourned at 7:09 p.m.

Minutes Adopted on the _____ day of _____, 2023.

Thom Farrell, Chair

ATTEST:

Desiree Adair, City Secretary