



**CITY OF ROLLINGWOOD  
JOINT PLANNING AND ZONING, BOARD OF ADJUSTMENT, AND CRCRC  
TRAINING  
MINUTES**

**Wednesday, July 10, 2024**

The Planning and Zoning Commission, Board of Adjustment and Comprehensive Residential Code Review Committee 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 Wednesday, July 10, 2024. 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 JOINT ROLLINGWOOD PLANNING AND ZONING COMMISSION, BOARD OF ADJUSTMENT, AND CRCRC TRAINING TO ORDER**

1. Roll Call

Dave Bench called the training to order at 6:05 p.m.

**Present Planning and Zoning Commission Members:** Chair Dave Bench, Tony Stein, Michael Hall and Jerry Fleming

**Present Board of Adjustment Members:** Keith Martinson and Kevin Schell

*Note: a quorum of the Board of Adjustment was not present.*

**Present CRCRC Members:** Chair Dave Bench, Duke Garwood, Jay Van Bavel and Thom Farrell

**PUBLIC COMMENTS**

There were no public comments.

**REGULAR AGENDA**

2. Training and discussion on the roles and responsibilities of the Planning and Zoning Commission, Board of Adjustment, and Comprehensive Residential Code Review Committee, development applications and processes, and other matters in connection therewith

Bryce Cox, with DNRBSZ, provided a training and answered questions regarding the roles and responsibilities of the Planning and Zoning Commission, Board of Adjustment, and Comprehensive Residential Code Review Committee.

**ADJOURNMENT OF MEETING**

The training was adjourned at 7:25 p.m.

Minutes adopted by the Planning and Zoning Commission on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Dave Bench, Planning and Zoning  
Commission Chair

Minutes adopted by the Comprehensive Residential Code Review Committee on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Dave Bench, Comprehensive Residential  
Code Review Committee Chair

ATTEST:

\_\_\_\_\_  
Ashley Wayman, City Administrator