



## **CITY OF ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING MINUTES**

**Wednesday, April 03, 2024**

The Planning and Zoning Commission 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 April 3, 2024. 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 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 ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING TO ORDER**

#### 1. Roll Call

**Chair Dave Bench called the meeting to order at 6:05 p.m.**

**Members Present:** Genie Nyer, Michael Hall, Brian Nash, Jerry Fleming, Michael Rhodes and Dave Bench

**Also Present:** City Administrator Ashley Wayman, City Attorney Lee Simmons, Assistant City Administrator Desiree Adair, and Development Services Manager Nikki Stautzenberger

### **PUBLIC COMMENTS**

The following individuals spoke during public comments:

- Ricky Joshi, 303 Pleasant, spoke regarding a house going up next to his home. He discussed building height, grade, foundation height and impervious cover and how those aspects affect neighborhood views and property values. He would like the rules to be reviewed and examined.

### **CONSENT AGENDA**

2. Discussion and possible action on the minutes from the March 6, 2024 Planning and Zoning Commission meeting

**Brian Nash moved to adopt the minutes from the last meeting. Genie Nyer seconded the motion. The motion carried with 6 in favor and 0 against.**

## **REGULAR AGENDA**

3. Discussion and possible action to designate a Chair for April 24, 2024 joint City Council and Planning and Zoning meeting

Chair Dave Bench stated that he has asked Genie Nyer to sit in as Chair of the Planning and Zoning meeting for the April 24, 2024 joint City Council and Planning and Zoning meeting in his absence.

**Michael Rhodes moved to designate Genie Nyer as the temporary Chair for that meeting. Brian Nash seconded the motion. The motion carried with 6 in favor and 0 against.**

4. Discussion and possible action on a draft ordinance regarding a proposed zoning amendment to prohibit rental of amenities in the residential zoning district

City Administrator Ashley Wayman stated how this has been reviewed previously by the Planning and Zoning Commission and City Council . The intent of the ordinance in the packet is to apply to all rental of residential amenities.

The Planning and Zoning Commission discussed the background and process of this agenda item and the details of the draft ordinance.

The Commission discussed questions about how this ordinance would affect a commercial film or photography production shoot, the definition of a rental, and enforcement of this ordinance.

City Administrator Ashley Wayman stated that the City has the full authority to enforce the Zoning Code. The enforcement section with fines and penalties is within the Code of Ordinances.

**Brian Nash moved to direct the City staff to post this for a public hearing at a future scheduled public hearing and to also put it back to City Council for clarification on whether properties would be able to be utilized for things like commercials or filming sets, parking, charity events, and the definition of what it means for something to be a rental. Jerry Fleming seconded the motion. The motion carried with 6 in favor and 0 against.**

5. Discussion and possible action on recommendations from the CRCRC regarding building height, building height measurement, and related considerations

Chair Dave Bench stated the CRCRC proposed recommendations regarding building height, building height measurement, and related considerations:

- A 35 foot maximum residential building height;
- That is measured from an enclosure whose base is defined by a survey of existing grade and extending to an imaginary plane 35 feet above measured to the upper most edge of roofing material or parapet;
- And providing that unusual topographic variations with a width of less than 25 feet, including pools, ponds, existing basements, rock outcroppings, and natural drainage ways, shall not be included when establishing imaginary planes;
- And subject to a program that limits side wall height to 25 feet at 10 feet from the property line and then increments 1 foot upward for every additional foot of horizontal distance to the

property line such that at 15 feet from the property line there would be a 30 foot wall height limit and at 20 feet the 35 foot maximum horizontal plane would be reached;

- And allowing for dormers positioned a minimum of 3 feet back from the wall line and that do not exceed the maximum allowable height and are no more than 15 feet cumulative along any axis measured from outside wall to outside wall.

Genie Nyer asked questions about the dormers recommendations.

Mike Rhodes requested an update from the CRCRC and asked about the comprehensive nature of the CRCRC recommendations.

Chair Dave Bench explained the difference between the CRCRC and the Strike Force work products and the timeliness of bringing recommendations separately.

The Planning and Zoning Commission discussed thinking about these things in whole and the urgency for building height recommendations.

Genie Nyer discussed her concern regarding how to define the grade for easy interpretation and enforcement.

The Commission discussed the process of recommendations, direction for public hearing, and draft ordinance writing.

Duke Garwood, member of the CRCRC, stated that he doesn't think this precludes a comprehensive set of recommendations. He thinks that bringing this recommendation now will show progress of the CRCRC.

The Commission discussed how they appreciate the work of the CRCRC on these recommendations.

Mike Rhodes asked questions regarding the sloping plane, setbacks, and property lines. He brought up for discussion height exceptions such as three feet for chimneys and venting.

Mike Rhodes requested allowing reasonable height when it does not impact neighbors.

**Michael Rhodes moved to recommend the proposed CRCRC recommendations to City Council for ordinance production by Council. Genie Nyer seconded the motion.**

**City Attorney Lee Simmons clarified that the motion was to recommend the CRCRC recommendations to City Council for consideration of a draft ordinance to come back to the Planning and Zoning Commission.**

The Commission discussed the understanding of details of the recommendations being sent to City Council and their effect.

**The motion carried with 5 in favor and 0 against with 1 abstention (Hall).**

Michael Hall was questioned about and stated his reasons for abstaining from the vote. He noted that he does not like the tenting idea and the consequences of tenting in Austin.

**ADJOURNMENT OF MEETING**

The meeting was adjourned at 7:05 p.m.

Minutes Adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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**Dave Bench, Chair**

**ATTEST:**

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**Desiree Adair, City Secretary**