



CITY OF ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING MINUTES

Wednesday, January 05, 2022

The Planning and Zoning of the City of Rollingwood, Texas held a regular meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on Wednesday, January 5, 2022 at 6:00 p.m.. Members of the public and the Commission were permitted to participate in the meeting virtually, as long as a quorum of the Commission and the presiding officer were physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. The public was permitted watch this meeting live and have the opportunity to comment via audio devices at the link below. The public was also permitted to 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

A video recording of the meeting was made and was posted to the City's website and is 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

Acting Chair Amie Rodnick called the meeting to order at 6:03 p.m.

Present Members: Amie Rodnick, Dave Bench, Michael Rhodes, Michael Hall and Tony Stein.

Jordan Scott attended the meeting virtually.

Also Present: Development Services Director Carrie Caylor, City Attorney Charles Zech and Interim City Administrator Ashley Wayman.

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 August 31, 2021 Planning and Zoning Commission meeting
3. Discussion and possible action on the minutes from the October 6, 2021 Planning and Zoning Commission meeting

Michael Rhodes motioned to approve the consent agenda. Jordan Scott seconded the motion. The motion passed 6-0.

REGULAR AGENDA

4. Welcome new Planning and Zoning Commission member: Dave Bench

Acting Chair Amie Rodnick welcomed Dave Bench to the Planning and Zoning Commission.

5. Discussion and possible action to elect a Chair of the Planning and Zoning Commission

The Commission discussed the election of a Chair.

Amie Rodnick stated that she would remain acting chair for one more meeting but welcomed anyone that would like to be Chair.

6. Public hearing, discussion and possible action on an ordinance to update Chapter 107, Article 5, Division 3, Board of Adjustment of the City of Rollingwood Code of Ordinances to meet State requirements

Acting Chair Amie Rodnick opened the public hearing at 6:07 p.m.

- No individuals spoke during the public hearing.

Acting Chair Amie Rodnick closed the public hearing at 6:07 p.m.

City Attorney Charles Zech and the Planning and Zoning Commission discussed the proposed changes to the ordinance.

Tony Stein motioned to approve the language as presented with the following changes: to strike section 107-492 (b) (4), which is also lines 137-139, to also strike section 107-494 (b) (4), which is also line 250, and also to add a requirement for a sign in the notices with the same notice period as the required mailers in the city. Michael Rhoades seconded the motion.

Development Services Director Carrie Caylor and the Commission discussed the length of time that the sign notice should be up ahead of the hearing.

Tony Stein amended his motion to state that the signs were required to be up for 15 days. Michael Rhoades seconded the amendment.

The amended motion passed 6-0.

7. Public hearing, discussion and possible action on the City of Rollingwood Comprehensive Plan

Interim City Administrator Ashley Wayman discussed that the City Council is planning to have a series of workshops in which the Comprehensive Plan document is broken down into sections for review and further public input.

8. Update and discussion regarding the City's Hybrid Meeting Policy

Interim City Administrator Ashley Wayman discussed that the Hybrid Meeting Policy included in the packet was adopted by City Council and that it applies to the Planning and Zoning Commission.

Interim City Administrator Ashley Wayman and City Attorney Charles Zech discussed the requirements of a hybrid meeting as discussed in the Texas Open Meetings Act.

ADJOURNMENT OF MEETING

The meeting was adjourned at 7:17 p.m.

Minutes Adopted on the _____ day of _____, 2022.

Amie Rodnick, Acting Chair

ATTEST:

Ashley Wayman, Assistant City Administrator