



CITY OF ROLLINGWOOD COMPREHENSIVE RESIDENTIAL CODE REVIEW COMMITTEE MINUTES

Wednesday, April 19, 2023

The 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, April 19, 2023 at 4:00 PM. Members of the public and the Comprehensive Residential Code Review Committee were able to participate in the meeting virtually, as long as a quorum of the Comprehensive Residential Code Review Committee 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 TO ORDER

1. Roll Call

Chair Thom Farrell called the meeting to order at 4:01 p.m.

Present Members: Jeff Marx, Alexandra Robinette, Ryan Clinton, Dave Bench, Chair Thom Farrell, and Duke Garwood

Also Present: City Administrator Ashley Wayman, City Secretary Desiree Adair, Development Services Manager Nikki Stautzenberger, Assistant to the City Administrator Makayla Rodriguez, and Council Member Brook Brown

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 April 5, 2023 CRCRC meeting

Dave Bench moved to approve the minutes as submitted. Ryan Clinton seconded the motion. The motion carried with 6 in favor and 0 against.

REGULAR AGENDA

3. Discussion and possible action to assign CRCRC Members to subcommittees

Chair Thom Farrell pulled up item 7 at this time.

Chair Thom Farrell proposed tabling item 3 until after the first public hearing.

4. Discussion and possible action to request presentations from third parties, including but not limited to City Building Official, City Engineer, City Planning Support and City Attorney

The CRCRC discussed having presentations from Development Services Manager Nikki Stautzenberger, the City Engineer, the City Planner and the City Attorney. They CRCRC discussed options for obtaining input from the community.

The CRCRC requested a presentation from staff and the building inspector or zoning administrator regarding the most issues and questions.

Duke Garwood left the meeting at 5:35 p.m.

5. Discussion and possible action to schedule the first CRCRC community open house

Chair Thom Farrell tabled this item until further input is obtained.

6. Discussion regarding method of collecting and accessing documents for consideration by the CRCRC

Alex Robinette and Jeff Marx volunteered to create a list of issues for feedback. They will present these issues back to the CRCRC for discussion.

Chair Thom Farrell moved to create a subcommittee of Alex Robinette and Jeff Marx to work on the list of issues to be considered. Dave Bench seconded the motion. The motion carried with 5 in favor and 0 against.

7. Presentation and discussion regarding building height considerations

Chair Thom Farrell explained the history of three ordinances and amendments regarding building height:

1. April 27, 2000 - Changed the maximum building height from 30 feet to 35 feet
2. August, 2002 - Kept 35 feet, but amended definition of building height
3. July, 2005 - Describes measurement and definition of height

City Administrator Ashley Wayman explained that City Council will consider the definition of Building Height, Residential this evening. It should provide some clarity to the definition of native ground surface and amends where measurement begins.

Dave Bench provided three pictures of current structures in Rollingwood that may appear to be around 35 feet tall. The CRCRC discussed the aspects of building with these structures including impervious cover, buildable area, floor area ratio (FAR), square footage, maximum buildable height and flat roofs.

The CRCRC discussed items on the list of deliverables to City Council and being mindful and considerate of scale and impact on neighbors.

Dave Bench provided a presentation regarding considerations such as fit, privacy, view, and property rights. He also discussed financial aspects such as opportunity loss, loss of “entitlements”, building cost per square foot, and nonconformance. He stated that complex geography is also a consideration.

Dave Bench brought up the Building Height Definition 107-3 and Maximum Permissible Height 107-71. Council Member Brook Brown discussed the current application of the building height definition.

The CRCRC discussed the reference datum determination, building height definition, and slope. Council Member Brook Brown discussed determining elevation by year and tying that to the survey.

The CRCRC further discussed the pros and cons of datum and height, the measurement approach, the number of allowable stories, tent, volume, and residential zones.

Chair Thom Farrell asked to receive citizen input on these topics, assign subcommittees, and hold public hearings on defined issues.

Chair Thom Farrell returned to item 3 at this time.

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

Thom Farrell requested time and day suggestions be sent to him.

Ryan Clinton would like to add to the agenda for next time the feedback from the survey from the Comprehensive Task Force for discussion.

Jeff Marx requested a drop box of relevant documents to be available for members of the CRCRC. City Administrator Ashley Wayman mentioned that the drop box and the central email for the CRCRC are in progress.

ADJOURNMENT OF MEETING

The meeting was adjourned at 5:50 p.m.

Minutes Adopted on the _____ day of _____, 2023.

Thom Farrell, Chair

ATTEST:

Desiree Adair, City Secretary