



CITY OF ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING MINUTES

Wednesday, November 06, 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 November 6, 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 6:01 p.m.

Present Members: Chair Dave Bench, Jerry Fleming, Michael Hall, Genie Nyer, and Michael Rhodes

Also Present: City Administrator Ashley Wayman, Interim City Secretary Makayla Rodriguez, Development Services Manager Nikki Stautzenberger, and Council Member Brook Brown

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

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

Michael Hall moved to approve the meeting minutes. Jerry Fleming seconded the motion. The motion carried with 5 in favor and 0 against.

REGULAR AGENDA

3. Discussion and possible action on proposed amendments to the city's Code of Ordinances regarding residential building height and side yard projections in the Residential Zoning District

Tony Stein joined the meeting at 6:04 p.m.

Genie Nyer discussed displayed photos of a property near her home and discussed the impact of the current building height code.

Michael Rhodes presented an alternative building height method with the Planning and Zoning Commission.

Members of the Planning and Zoning Commission shared their feedback regarding the alternative building height method.

Brian Nash joined the meeting at 6:31 p.m.

Members of the Planning and Zoning Commission continued to share their feedback in regard to the alternative building height method and discussed the CRCRC building height survey data, and sloped lots. Jerry Fleming expressed concerns about addressing the looming factor.

The Planning and Zoning Commission discussed building height methods, building height, and a possible consultant workshop. They also discussed special exceptions, concerns, amendments to the recommendation, and next steps for recommendations to City Council.

Genie Nyer moved to send a memorandum to City Council that stated the Planning and Zoning Commission are at an impasse and need some professional drawings to reassure them that the ordinance will be appropriate and requesting City Council to appropriate money for that purpose. Michael Rhodes seconded the motion.

Michael Rhodes stated that he will find an architect.

Chair Dave Bench moved to amend the motion for Michael Rhodes to coordinate with a consultant and to get a proposal not to exceed \$3,000. Genie Nyer did not accept the amendment. The motion carried with 7 in favor and 0 against.

The Planning and Zoning Commission discussed side yard projections and concerns with the ordinance.

Council Member Brook Brown, 307 Nixon Drive and Liaison to the Planning and Zoning Commission, shared that there was a drafting error within the code and that the CRCRC has reviewed projections more comprehensively. She gave guidance to the Planning and Zoning Commission regarding the ordinance.

The Planning and Zoning Commission discussed amendments to the ordinance and next steps.

Michael Rhodes moved to table the item and to send it back to the CRCRC to get clarification on what the CRCRC would like. Brian Nash seconded the motion. The motion carried with 7 in favor and 0 against.

4. Discussion and possible action on facility placement in setback areas

City Administrator Ashley Wayman explained the item and discussed structures with the Planning and Zoning Commission.

City Staff discussed structures and facility placement in setback areas. City Administrator Ashley Wayman expressed the need for clarification within the code.

Jerry Fleming presented a document with amendments to the ordinance. The Planning and Zoning Commission discussed the amendment language and requirements.

Michael Rhodes moved to table the item. Tony Stein seconded the motion. The motion carried with 7 in favor and 0 against.

5. Discussion and possible action regarding the regulation of accessory buildings and structures

City Administrator Ashley Wayman explained that City Council put a six-month enforcement abatement on a children’s playhouse to get clarification on restrictions and definitions for accessory buildings and structures.

City Administrator Ashley Wayman and the Planning and Zoning Commission discussed the playhouse, and the code for accessory buildings as well as structures.

Chair Dave Bench suggested forming a subcommittee to gather more information. Brian Nash, Jerry Fleming, and Michael Hall agreed to be on the Accessory Building and Structures subcommittee and to bring back more information in the next meeting.

Chair Dave Bench moved to assign Brian Nash, Jerry Fleming, and Michael Hall to a subcommittee to look at accessory buildings and structures. Genie Nyer seconded the motion. The motion carried with 7 in favor and 0 against.

ADJOURNMENT OF MEETING

The meeting was adjourned at 8:45 p.m.

Minutes adopted on the _____ day of _____, 2024.

Dave Bench, Chair

ATTEST:

Makayla Rodriguez, City Secretary