



**CITY OF ROLLINGWOOD
COMPREHENSIVE RESIDENTIAL CODE REVIEW COMMITTEE
AGENDA**

Tuesday, September 10, 2024

The CRCRC 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 September 10, 2024. Members of the public and the CRCRC were able to participate in the meeting virtually, as long as a quorum of the CRCRC 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 AND PUBLIC WORKSHOP TO ORDER

1. Roll Call

Chair Dave Bench called the meeting to order at 5:02 p.m.

Present Members: Chair Dave Bench, Jay van Bavel, Thom Farrell, Duke Garwood, and Brian Rider

Also Present: City Administrator Ashley Wayman, Assistant to the City Administrator Makayla Rodriguez, and Development Services Manager Nikki Stautzenberger

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the August 27, 2024, CRCRC meeting

Thom Farrell moved to approve the meeting minutes. Jay van Bavel seconded the motion. The motion carried with 5 in favor and 0 against.

REGULAR AGENDA

3. Discussion and possible action on emails and letters to the CRCRC from August 27, 2024 to September 9, 2024

The CRCRC discussed the emails received during the timeframe. They discussed the parallel plane method and feedback from the community.

4. Discussion and possible action regarding late CRCRC additions, if any, to its Residential Building Heights proposal

Chair Dave Bench discussed the joint City Council, Planning and Zoning Commission, and CRCRC meeting.

Thom Farrell stated that he would like Alex Robinette to be present before moving forward with the recommendations.

Thom Farrell moved to table the item. Duke Garwood seconded the motion.

The CRCRC discussed slope lots and the joint City Council, Planning and Zoning, and CRCRC meeting. Chair Dave Bench discussed next steps.

The CRCRC continued discussion on the joint City Council, Planning and Zoning, and CRCRC meeting.

Jerry Fleming, 305 Nixon Drive, discussed and asked questions regarding elevations. Development Services Manager Nikki Stautzenberger provided clarity on elevation measurement.

Brian Rider moved to amend the motion to table this item and commit to finalizing the building height recommendations at the next meeting. Thom Farrell seconded the motion. The motion carried with 5 in favor and 0 against.

5. Discussion and possible action on Critical Root Zone (CRZ) protection during construction

Jay van Bavel reviewed the Critical Root Zone protection language with the CRCRC. He asked questions of Development Services Manager Nikki Stautzenberger regarding language clarification.

Mr. van Bavel continued to review the Critical Root Zone protection language. The CRCRC discussed changes to the proposed language.

Jay van Bavel moved to adopt the verbiage and to send it to Planning and Zoning if approved. Brian Rider seconded the motion. The motion carried with 5 in favor and 0 against.

6. Discussion and possible action regarding HVAC unit placement in yards

Chair Dave Bench stated that he would like to specify where HVAC systems are allowed to be in yards. The CRCRC discussed HVAC system locations.

Development Services Manager Nikki Stautzenberger explained that locations for HVAC systems and related systems are not addressed within the code. She stated that she would like to have clarification within the code regarding this matter.

The CRCRC and Jerry Fleming discussed setbacks and locations for HVAC systems.

Tony Stein, 5012 Rollingwood Drive and member of Planning and Zoning, shared his experience with his pool and setbacks in his property.

Duke Garwood moved to allow HVAC in the setback with screening, vegetative, or structure in setback, not in front yards. Thom Farrell seconded the motion.

The CRCRC and Jerry Fleming discussed the zoning code and setbacks. They also discussed generators and the motion language. They continued discussion on yards and locations for HVAC systems.

Duke Garwood amended his motion to allow HVAC exterior equipment inside minimum side yard setbacks with screening, vegetative, or structured from public view, not in front yards, Generators, not in minimum side yards or front yards, Pool equipment, not in minimum side yards or front yards. Thom Farrell seconded the motion.

Jerry Fleming proposed a rewrite of the setback minimum yards.

The motion carried with 3 in favor 2 against (Bench and van Bavel).

7. Discussion and possible action regarding vegetative barriers between lots

The CRCRC discussed suggestions on how to add privacy between lots.

Tony Stein, 5012 Rollingwood Drive and member of the Planning and Zoning Commission, discussed vegetative screening and Genie Nyer's lot.

Chair Dave Bench moved to bring Genie Nyer in the conversation. Thom Farrell seconded the motion. The motion carried with 5 in favor and 0 against.

8. Discussion and possible action regarding drainage structures between lots

The CRCRC discussed the drainage control manual, drainage structures in the setback, drainage features, and critical root zone.

Thom Farrell moved to table item 8. Jay van Bavel seconded the motion. The motion carried with 5 in favor and 0 against.

ADJOURNMENT OF MEETING AND PUBLIC WORKSHOP

The meeting was adjourned at 6:36 p.m.

Minutes adopted on the _____ day of _____, 2024.

Dave Bench, Chair

ATTEST:

Ashley Wayman, City Administrator