



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

Monday, January 22, 2024

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 January 22, 2024. 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 AND PUBLIC WORKSHOP TO ORDER

1. Roll Call

Chair Dave Bench called the meeting to order at 5:00 p.m.

Present Members: Chair Dave Bench, Alex Robinette, Duke Garwood, Thom Farrell, Jay van Bavel, and Brian Rider (virtually)

Jeff Marx joined the meeting at 5:04 p.m.

Also Present: Assistant City Administrator Desiree Adair 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 January 9, 2024 CRCRC meeting

Jay van Bavel moved to approve the minutes with the amended change of "agenda" to "minutes". Thom Farrell seconded the motion. The motion passed with 6 in favor and 0 against.

Jeff Marx joined the meeting at this time.

REGULAR AGENDA

3. Discussion and possible action regarding City Council response to 1-17-24 CRCRC recommendation preview

Chair Dave Bench discussed feedback from City Council regarding the recommendation preview at the Council meeting. He discussed items presented including building height, exposed foundation, and setbacks.

Mr. Bench reported Council's suggestion that when changes are being recommended, the CRCRC mention whether these recommendations are supported by the survey or not.

City Council brought up a safety aspect to corner driveways and asked for discussion with the Police Department.

Mr. Bench provided his own calculation of survey statistics and described how it differed from Buie's calculations.

The CRCRC discussed concern over planting trees in the right of way.

Mr. Bench stated that City Council is good with waiting until the commercial corridor lighting recommendation comes out for any discussion of lighting in residential areas.

Alex Robinette discussed setback distances, pools in the setbacks, and how that controls the size of buildings.

Duke Garwood discussed the tree canopy and streetscape with the Committee.

Thom Farrell mentioned responsibility for growth of trees planted in the right of way.

The CRCRC discussed oak wilt, power lines, utilities, and tree plantings.

The Committee discussed the Google Fiber installation and the condition of streets.

4. Discussion and possible action on the Tree Subcommittee Progress Report

Jay van Bavel thanked the Tree Subcommittee members and discussed their progress and the survey responses. The subcommittee is reviewing the current tree canopy ordinance and looking at nearby cities' tree ordinances. He anticipated having recommendations by the next meeting.

5. Discussion and possible action on the Building Height/Envelope Subcommittee Progress Report

Alex Robinette reported that there is a group, but they have not met. She discussed the 35-foot rule, her analysis, and homes that do not meet the criteria. The subcommittee will look at side setback plane, corner lot rules, height restrictions, side articulation, language of nearest adjacent grade, and setback grade.

Chair Dave Bench would like item 4 and item 5 to be standing items on the agenda.

6. Discussion and possible action on draft recommendations

Chair Dave Bench discussed adding recommendations to the list. He would like this item to be a standing item also.

Mr. Bench mentioned that he would like to take the driveway ordinance to the next Planning and Zoning Commission meeting.

Development Services Manager Nikki Stautzenberger explained that the recommendations are meant to be comprehensive.

The CRCRC discussed the comprehensive nature of recommendations as opposed to piecemeal recommendations.

The CRCRC discussed a lighting subcommittee and recommending a heritage tree height of 4.5 feet instead of 4 feet.

7. Discussion and possible action on future meeting dates and agenda topics for discussion

Chair Dave Bench explained why the CRCRC is meeting this evening and stated that the next meeting will be on February 13th, 2024.

ADJOURNMENT OF MEETING AND PUBLIC WORKSHOP

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

Minutes adopted on the 13 day of February, 2024.



Dave Bench, Chair

ATTEST:



Desiree Adair, City Secretary