



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

Tuesday, February 27, 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 February 27, 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 5:01 p.m.

Present Members: Chair Dave Bench, Alex Robinette, Jay van Bavel, and Brian Rider

Duke Garwood and Jeff Marx joined the meeting during item 3.

Also Present: City Administrator Ashley Wayman and Assistant City Administrator Desiree Adair

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the February 13, 2024 CRCRC meeting

Jay van Bavel moved to approve the minutes as presented. Alex Robinette seconded the motion. The motion passed with 4 in favor and 0 against.

REGULAR AGENDA

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

Jay van Bavel started discussion with item 14 of the list of recommended changes provided in the agenda packet.

Duke Garwood joined the meeting at 5:07 p.m.

The CRCRC discussed the recommended changes including:

- Maximum number, type, and size of trees to be replaced,
- Number of replacement trees required for removal of protected trees,
- Development application requirements including tree survey, location, and protection plan, care for survival during construction process,
- Length of survival for replacement trees and designee to track of the tree health,
- Program for the City to plant trees on City property,
- Program for commemorative trees on City property,
- Section 107-380 requiring tree trimming permits, and
- Replacement of trees on the same property.

Jeff Marx joined the meeting at 5:35 p.m.

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

Alex Robinette led a discussion with the CRCRC regarding a handout of survey results including:

- maximum building height,
- measurement of building height,
- reference datum,
- setbacks,
- existing grade,
- natural grade,
- FAR,
- setback dimensions,
- setback building limitations,
- tenting,
- setback planes,
- side wall articulation, and
- foundations/streetscape right of way.

Jay van Bavel left the meeting at 5:57 p.m.

Duke Garwood left the meeting at 6:31 p.m.

Chair Dave Bench would like to bring this item back to the next meeting.

Chair Dave Bench moved to item 7 at this time.

5. Discussion and possible action on the Lighting Subcommittee Progress

The CRCRC did not discuss this item.

6. Discussion and possible action on recommendation regarding driveway ordinance

Chair Dave Bench would like to take the driveway ordinance to the Planning and Zoning Commission to have it removed as an ordinance.

The CRCRC discussed bringing a building height recommendation to the Planning and Zoning Commission.

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

The CRCRC discussed March meeting dates. They determined that the next meeting will be on Monday, March 18, 2024.

Brian Rider moved that Jay van Bavel be appointed to the Lighting Subcommittee and Dave Bench be taken off. Alex Robinette seconded the motion. The motion carried with 4 in favor and 0 against.

Chair Dave Bench moved back to item 5 at this time.

ADJOURNMENT OF MEETING AND PUBLIC WORKSHOP

The meeting was adjourned at 6:55 p.m.

Minutes adopted on the 18th day of March, 2024.


Dave Bench, Chair

ATTEST:


Desiree Adair, City Secretary