



CITY OF ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING MINUTES

Wednesday, May 07, 2025

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 May 7, 2025. 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

Genie Nyer called the meeting to order at 6:07 p.m.

Present Members: Genie Nyer, Jerry Fleming, Michael Hall, Tony Stein, and Chair Dave Bench (Virtually)

Also Present: City Administrator Alun Thomas, City Secretary Makayla Rodriguez, Development Services Manager Nikki Stautzenberger, and City Planner Amanda Padilla

PUBLIC COMMENTS

Genie Nyer announced that Michael Rhodes resigned from the Planning and Zoning Commission.

PRESENTATIONS

2. Follow up presentation by AlterStudio regarding the assessment of residential building height and proposed height measurement using properties located at 2403 Bettis Boulevard, 5 Rock Way Cove, 4715 Timberline Drive, and 4902 Timberline Drive

Sam Alamo of AlterStudio explained the updated scope of work given from the previous presentation. He continued to review graphical models for the properties at 2403 Bettis Boulevard, 5 Rock Way Cove, 4715 Timberline Drive, and 4902 Timberline Drive.

The Planning and Zoning Commission discussed asked clarifying questions regarding the graphical model's dimensions, measurement, and excavation.

Development Services Manager Nikki Stautzenberger shared information regarding native ground surface. Genie Nyer recommended City Council to examine verbiage and redefine native ground and existing grade before finalizing the draft ordinance.

The Planning and Zoning Commission discussed and asked questions regarding the parallel plane method and the segment method.

Genie Nyer thanked Sam Alamo for his work as well as City Council for the appropriation of additional funds.

CONSENT AGENDA

3. Discussion and possible action on the minutes from the March 5, 2025 Planning and Zoning Commission meeting
4. Discussion and possible action on the minutes from the March 26, 2025 Joint City Council and Planning and Zoning Commission meeting

Chair Dave Bench moved to approve the Consent Agenda. Jerry Fleming seconded the motion. The motion carried with 5 in favor and 0 against.

REGULAR AGENDA

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

Jerry Fleming moved to approve the proposed draft ordinance in the packet so that it can be passed on to City Council. Dave Bench seconded the motion.

Genie Nyer amended the motion to recommend that City Council examine the verbiage for existing grade and native grade. Jerry Fleming accepted the amendment.

Chair Dave Bench gave clarity to legal's guidance regarding the use of variances as opposed to special exceptions in the draft ordinance.

Chair Dave Bench amended the motion to change special exception to a variance as recommended by legal counsel. Jerry Fleming accepted the amendment.

The Planning and Zoning Commission continued discussion on the use of variances and special exceptions. City Planner Amanda Padilla gave clarification on variance criteria.

Duke Garwood, resident at 5 Rock Way Cove, shared his experience with variances and special exceptions with the Planning and Zoning Commission.

The motion carried with 4 in favor and 1 against (Hall).

6. Discussion and possible action on definitions and regulations of playhouses and playscapes

Development Services Manager Nikki Stautzenberger explained that Jerry Fleming identified additional definitions for playscapes and playhouses.

The Planning and Zoning Commission discussed and shared their feedback regarding Mr. Fleming's definitions.

Jerry Fleming moved to adopt the definitions as proposed with the exception that second sentence of playhouse be deleted and playscape will remain as shown. Tony Stein seconded the motion. The motion carried with 5 in favor and 0 against.

Jerry Fleming discussed additional amendments to the draft ordinance.

Genie Nyer moved to remove D2 from section 107-81 definitions of the draft ordinance. Chair Dave Bench seconded the motion.

The Planning and Zoning Commission and City staff discussed the proposed changes to the draft ordinance.

The motion carried with 5 in favor and 0 against.

7. Discussion and possible action on a recommendation for fence construction materials

The Planning and Zoning Commission discussed prohibited fence construction materials and agreed to bring the item back for discussion at the next meeting.

City Planner Amanda Padilla stated that majority of cities throughout Texas regulate fencing.

The Planning and Zoning Commission continued discussion on fence construction materials.

Chair Dave Bench moved to table the item. Tony Stein seconded the motion. The motion carried with 5 in favor and 0 against.


ADJOURNMENT OF MEETING

The meeting was adjourned at 7:49 p.m.

Minutes adopted on the 4th day of June, 2025.


Dave Bench, Chair

ATTEST:


Makayla Rodriguez, City Secretary