



CITY OF ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING AGENDA

Wednesday, February 04, 2026

Notice is hereby given that the Planning and Zoning Commission of the City of Rollingwood, Texas will hold a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on February 04, 2026 at 6:00 PM. Members of the public and the Planning and Zoning Commission may participate in the meeting virtually, as long as a quorum of the Planning and Zoning Commission and the presiding officer are physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. The public may watch this meeting live and have the opportunity to comment via audio devices at the link below. The public may also participate in this meeting by dialing one of the toll-free numbers below and entering the meeting ID and Passcode.

Link: <https://us02web.zoom.us/j/5307372193?pwd=QmNUbmZBQ1lwUINjNmk5RnJreIRFUT09>

Toll-Free Numbers: (833) 548-0276 or (833) 548-0282

Meeting ID: 530 737 2193

Password: 9fryms

The public will be permitted to offer public comments via their audio devices when logged in to the meeting or telephonically by calling in as provided by the agenda and as permitted by the presiding officer during the meeting. If a member of the public is having difficulties accessing the public meeting, they can contact the city at mrodriguez@rollingwoodtx.gov. Written questions or comments may be submitted up to two hours before the meeting. A video recording of the meeting will be 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

PUBLIC COMMENTS

Citizens wishing to address the Planning and Zoning Commission for items not on the agenda will be received at this time. Please limit comments to 3 minutes. In accordance with the Open Meetings Act, the Planning and Zoning Commission is restricted from discussing or taking action on items not listed on the agenda.

Citizens who wish to address the Planning and Zoning Commission with regard to matters on the agenda will be received at the time the item is considered.

CONSENT AGENDA

All Consent Agenda items listed are considered to be routine by the Planning and Zoning Commission and may be enacted by one (1) motion. There will be no separate discussion of Consent Agenda items unless a Board Member has requested that the item be discussed, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Regular Agenda.

2. Discussion and possible action on the minutes from the January 7, 2026 Planning and Zoning Commission meeting

REGULAR AGENDA

3. Discussion regarding Chapter 107 of the Rollingwood Code of Ordinances related to changes initiated by City Council or Commission
4. Discussion and possible action regarding inconsistencies within Chapter 107 of the Rollingwood Code of Ordinances related to residential fences

ADJOURNMENT OF MEETING

CERTIFICATION OF POSTING

I hereby certify that the above Notice of Meeting was posted on the bulletin board at the Rollingwood Municipal Building, in Rollingwood, Texas and to the City website at www.rollingwoodtx.gov prior to 5:00 p.m. on January 29, 2026

Makayla Rodriguez

Makayla Rodriguez, City Secretary

NOTICE -

The City of Rollingwood is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please contact the City Secretary, at (512) 327-1838 for information. Hearing-impaired or speech-disabled persons equipped with telecommunication devices for the deaf may call (512) 272-9116 or may utilize the stateside Relay Texas Program at 1-800-735-2988.

The Planning and Zoning Commission will announce that it will go into executive session, if necessary, to deliberate any matter listed on this agenda for which an exception to open meetings requirements permits such closed deliberation, including but not limited to consultation with the city's attorney(s) pursuant to Texas Government Code section 551.071, as announced at the time of the closed session.

Consultation with legal counsel pursuant to section 551.071 of the Texas Government Code;
discussion of personnel matters pursuant to section 551.074 of the Texas Government Code;
real estate acquisition pursuant to section 551.072 of the Texas Government Code;
prospective gifts pursuant to section 551.073 of the Texas Government Code;
security personnel and device pursuant to section 551.076 of the Texas Government Code;
and/or economic development pursuant to section 551.087 of the Texas Government Code.
Action, if any, will be taken in open session.



CITY OF ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING MINUTES

Wednesday, January 07, 2026

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 January 7, 2026. 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, Jay van Bavel, Jerry Fleming, and Genie Nyer

Also Present: City Administrator Alun Thomas, City Secretary Makayla Rodriguez, Assistant to the City Administrator Lindsay Saenz, Development Services Manager Nikki Stautzenberger, City Planner Amanda Padilla, and Council Member Brook Brown

Tony Stein joined the meeting at 6:05 p.m.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the September 3, 2025 Planning and Zoning Commission meeting

Jerry Fleming moved to approve the meeting minutes. Jan van Bavel seconded the motion. The motion carried with 4 in favor and 0 against.

Chair Dave Bench thanked Brian Nash for his service on the Planning and Zoning Commission.

REGULAR AGENDA

3. Discussion and possible action to elect a Chair of the Planning and Zoning Commission

Members of the Planning and Zoning Commission spoke in support of Dave Bench to continue serving as Chair.

Jay van Bavel moved to elect Dave Bench as Chair for the Planning and Zoning Commission. Genie Nyer seconded the motion. The motion carried with 4 in favor and 0 against.

4. Discussion on an ordinance amending Chapter 107, Section 107-3 and adding Section 107-85 of the Rollingwood Code of Ordinances related to Playhouses and Playscapes

Tony Stein joined the meeting at 6:05 p.m.

Chair Dave Bench discussed that he would like to get feedback from the Commission on whether they would like to continue reviewing the playhouse and playscape draft ordinance as City Council voted to not take action on Commission's recommendation at their previous meeting. Mr. Bench gave an overview of the Commission's work on the draft ordinance.

Development Services Manager Nikki Stautzenberger stated that additional amendments will require the draft ordinance to go through the notice procedure again.

City Planner Amanda Padilla further explained that because City Council voted to not take action at their last meeting, Legal recommends that the draft ordinance go through the notice procedure again in order for City Council or the Planning and Zoning Commission to take additional action.

Council Member Brook Brown and the Planning and Zoning Commission discussed the draft ordinance and Legal's recommendation.

City Administrator Alun Thomas explained the notice procedure and associated cost.

The Planning and Zoning Commission discussed the draft ordinance and interest from City Council regarding playhouses and playscapes. City Administrator Alun Thomas explained that there was no appetite from City Council to take action and expressed concern regarding taking action on the draft ordinance without notice to the community. The Commission continued discussion on their recommendations to the draft ordinance, possibly forming an advisory board for playhouses and playscapes, and notice requirements.

Members of the Planning and Zoning Commission continued discussion on their interest in continuing to review playhouses and playscapes.

ADJOURNMENT OF MEETING

The meeting was adjourned at 6:44 p.m.

Minutes adopted on the _____ day of _____, 2026.

Dave Bench, Chair

ATTEST:

Makayla Rodriguez, City Secretary

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: February 4, 2026

Submitted By:

Staff on behalf of Chair Dave Bench

Agenda Item:

Discussion regarding Chapter 107 of the Rollingwood Code of Ordinances related to changes initiated by the City Council or Commission

Description:

Chair Dave Bench requested that the Planning and Zoning Commission gain a better legal understanding of Section 107-516.

Sec. 107-516- Changes initiated by city council or commission.

The city council or commission may, from time to time, on its own motion, initiate (without payment of application or petition fee) amendments, supplements, changes, or modifications to the city's zoning regulations, boundaries or classifications. Any such proposed change will be subject to the hearings and procedures prescribed by this division.

Action Requested:

Discuss Sec. 107-516 within Chapter 107 of the Rollingwood Code of Ordinances.

Fiscal Impacts:

No fiscal impacts

Attachments:

No attachments

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: February 4, 2026

Submitted By:

Staff on behalf of Chair Dave Bench

Agenda Item:

Discussion and possible action regarding inconsistencies within Chapter 107 of the Rollingwood Code of Ordinances related to residential fences

Description:

At the March 19, 2025, City Council meeting, Section 107-81 was approved to add regulations for residential fence height to the Rollingwood Code of Ordinances. It was later discovered that the Code of Ordinances already contains fence-related regulations in Section 107-34. The existing fence provisions are located in Section 107-34 under Division I, *Generally*, while the newly adopted Section 107-81 is located in Division II, *Residential Zoning District (R)*.

Because fence regulations now appear in multiple sections, both must be referenced to obtain complete information. Guidance is needed on how best to address and resolve these inconsistencies.

Action Requested:

Discuss the inconsistencies within Chapter 107 of the Rollingwood Code of Ordinances related to residential fences and provide options for addressing them.

Fiscal Impacts:

No fiscal impacts at this time.

Attachments:

No attachments.