



CITY OF ROLLINGWOOD COMPREHENSIVE RESIDENTIAL CODE REVIEW COMMITTEE AGENDA

Tuesday, January 09, 2024

Notice is hereby given that the Comprehensive Residential Code Review Committee (CRCRC) 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 Tuesday, January 09, 2024 at 5:00 PM. Members of the public and the CRCRC may participate in the meeting virtually, as long as a quorum of the CRCRC 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=QmNUbmZBQ1lwUjNjNmK5RnJreIRFUT09>

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 dadair@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 COMPREHENSIVE RESIDENTIAL CODE REVIEW COMMITTEE MEETING AND PUBLIC WORKSHOP TO ORDER

1. Roll Call

PUBLIC COMMENTS

Citizens wishing to address the Comprehensive Residential Code Review Committee 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 Committee is restricted from discussing or taking action on items not listed on the agenda.

Citizens who wish to address the Comprehensive Residential Code Review Committee 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 Comprehensive Residential Code Review Committee 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 November 28,2023 CRCRC meeting

REGULAR AGENDA

- 3. Discussion and possible action on emails and letters to the CRCRC from November 22, 2023 to January 4, 2024
- 4. Review, discussion and possible action on draft recommendations
- 5. Discussion and possible action regarding the way forward
- 6. Discussion and possible action on future meeting dates and agenda topics for discussion

ADJOURNMENT OF MEETING AND PUBLIC WORKSHOP

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 at **5:00 PM** on **January 5, 2024**.

Desiree Adair
Desiree Adair, 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 City Council 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 COMPREHENSIVE RESIDENTIAL CODE REVIEW COMMITTEE MINUTES

Tuesday, November 28, 2023

The Comprehensive Residential Code Review Committee (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 November 28, 2023. 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

Vice Chair Alex Robinette called the meeting to order at 5:02 p.m.

Present Members: Alex Robinette, Brian Rider, Jay van Bavel, Duke Garwood, and Thom Farrell

Jeff Marx joined the meeting at 5:08 p.m.

Also Present: City Administrator Ashley Wayman and Assistant to the City Administrator Makayla Rodriguez

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the November 14, 2023 CRCRC meeting

Brian Rider moved to approve the meeting minutes. Thom Farrell seconded the motion. The motion passed with 5 in favor and 0 against.

REGULAR AGENDA

3. Discussion and possible action to review highlights and findings from the survey

Alex Robinette stated that the CRCRC members have compiled and analyzed the data from the survey. The CRCRC thanked Alex Robinette for all of her effort.

Jeff Marx joined the meeting at 5:08 p.m.

Alex Robinette stated that the CRCRC would review the survey comments and discuss items that did not need change. She read a document from Chair Dave Bench regarding guidance from City Council and next steps for the survey.

The CRCRC discussed survey items, feedback comments, and the Code of Ordinances. They also discussed hazard insurance, property taxes, drainage, and third-party involvement. Thom Farrell would like to invite the Fire Department to a meeting to share their requirements. The CRCRC continued discussion on third-party involvement in the building process.

City Administrator Ashley Wayman explained that the Fire Department reviews all plans during the building process.

The CRCRC discussed additional survey items, feedback through comments, and survey responses. They covered topics including corner lots, fencing, building height, reference datum, and tenting. The CRCRC also discussed recommendations, and previous and current building limitations in Rollingwood.

Jeff Marx left the meeting at 6:48 p.m.

The CRCRC continued discussion on setbacks and corner lots. They agreed to not make any recommendations this meeting.

- 4. Discussion and possible action to support recommendations from the action spreadsheet

This item was discussed concurrently with item 3.

- 5. Discussion and possible action for recommendations to be discussed at the next Planning and Zoning meeting

Brian Rider moved to table item 5. Thom Farrell seconded the motion. The motion passed with 5 in favor and 0 against.

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

The CRCRC agreed to have their next meeting on December 12, 2023.

ADJOURNMENT OF MEETING AND PUBLIC WORKSHOP

The meeting and public workshop was adjourned at 6:52 p.m.

Minutes Adopted on the _____ day of _____, 2023.

Alex Robinette, Vice Chair

ATTEST:

Desiree Adair, City Secretary

From: [REDACTED]
Sent: Monday, December 4, 2023 3:46 PM
To: Comprehensive Residential Code Review Committee <CRCRC@rollingwoodtx.gov>
Subject: Residential Exterior Lighting - draft ordinance No. 1

Hi committee members,

Please find attached a proposed draft of an lighting ordinance that is simple and without the complications that can be involved with a commercial property. Indeed I included the text of an exemption that City of San Marcos has for single-family residential properties for any lighting requirements. Then there is the City of Bee Cave which adopted IES Model lighting code that is very complicated in my opinion but an improvement over their previous one.

While there may not be much appetite in the City of Rollingwood for a lighting ordinance at this time, I offer this for your consideration and information.

Thank you for all your time and effort that you have spent on this committee.

Jerry Fleming

City of Rollingwood

Lighting Ordinance Draft/Outline

Lighting Issue/Concern/Problem	Remedy
Glare	Light Fixtures that are fully shielded or completely cut off.
Trespass - Lighting at lot line line. with	Light level shall not exceed blank footcandles at residential property line. Note: A full moon light level varies from about .05 to .02 footcandles several folks saying .01 fc typical level. Twilight is about 1 fc.
Dark Sky Friendly	Aim light fixtures down or fixture cutsheet shows dark sky friendly designation.
Brightness on certain areas TBD max (Pertains more to commercial properties)	Total lumens per square footage or maximum footcandle level or average footcandle level. Even maximum average ratio of max to average min.

City of Austin Exterior Lighting Ordinance partial verbiage (Compatibility Std 25-3-86):

Except for lighting in public right of way, all exterior lighting must be hooded and shielded so that the light source is not directly visible from adjacent properties. Exterior lighting may not exceed 0.4 footcandles across the source property line.

Suggested verbiage:

All exterior light fixtures must be fully shielded or completely cut-off and the light source is not directly visible from other properties.

Exceptions are the following:

1. Temporary lighting decorations such as Christmas lights.
2. Underwater swimming pool or underwater spa light fixtures.
3. Integral light fixtures that are mounted no more than 5 ft above grade on exterior equipment may not be fully shielded or completely cut-off but their light source shall not be visible from other properties. Examples include LED fixtures on side of a spa and Japanese landscape type lanterns.

Exterior lighting level may not exceed 0.25 footcandles across the source property line except at public right of way where the lighting level shall not exceed blank (5.0 ?) footcandles.

Exceptions are the following:

1. Lighting level from City owned pole street lights may exceed 5.0 footcandles.

Other cities' Exterior Lighting Ordinances:

City of San Marcos – Section 7.5.1.2 | Applicability of Lighting and Glare Standard

- B. Exemption: Property located within a single-family residential district which is used for single-family residential use is exempt from standards applied to exterior lighting.

From: [REDACTED]
Sent: Monday, December 11, 2023 11:27 AM
To: brideraustin [REDACTED]
Cc: Comprehensive Residential Code Review Committee <CRCRC@rollingwoodtx.gov>
Subject: Re: Residential Exterior Lighting - draft ordinance No. 1

Brian,

Here are my answers to your questions.

Jerry

On Tuesday, December 5, 2023 at 01:51:43 PM CST, Brian Rider [REDACTED] wrote:

Jerry -- thank you. As a person new to the lighting issues, can you answer a few basic questions for me?

How is the light in foot candles measured "in the field" -- is there easily available equipment to do this? Light meters are available but ones that detect low light levels can be costly. Mine goes down to 10 fc which works for my interior projects.

Is that equipment portable? Hand held.

Is it expensive (like for a small city like Rollingwood?) Ones for parking lot can be over \$300. Attached is one.

I think that I understand "cut off" but I'm not sure how precise that is -- is it a cover or something like that which directs the light from a source only down and not at all horizontally? Measured from what heights? Attached are examples of fully shielded or completely cut off light fixtures.

If it can be explained at all to a history major, what is the difference and relationship between foot candles and lumens? Think of water coming out of a lawn sprinkler. That'll be the lumens or luminous flux. If the water hits say a fence a few feet away, the amount of water hitting the fence can be like an amount of footcandles. Historically it all started with a frugal Englishman taking one candle and calling the amount of light hitting a 12" x 12" paper placed 1 ft away one footcandle. Then the Europeans took one meter square piece of paper and placed it one meter away from the candle and called it one lux. Anyway the lighting level as perceived by the human eye on a surface will vary with the distance from the light source and light source's lumens along with other things.

I'm OK with Christmas lights, but do we then need to get into when the lighting exception starts (like after July 4?) and when it ends (like after Easter?) Some ordinances define temporary to be 60 days max.

I'm not a pool or spa owner so do not understand the exception for such things. My neighbor has a new spa which is a good example but it's side LED light is not always visible or noticeable.

It seems to me that the exception in the San Marcos ordinance makes the whole exercise meaningless. We are dealing in the CRCRC only with the residential areas and so only SF Residential uses -- but if those are exempt from rules of exterior lighting, what is left? Correct. City ordinances pertaining to residential property exterior lighting requirements are not uniform. In fact, some have none like San Marcos at least for now. You could say they are home cooked and hence have different flavors.

I'm generally around for a phone conversation or even after supper for a walk around to do show and tell. My cell is 512.626.5943 and home phone (yes I still have a hard line) is 512.327.4811. It was good talking to you.

Brian Rider

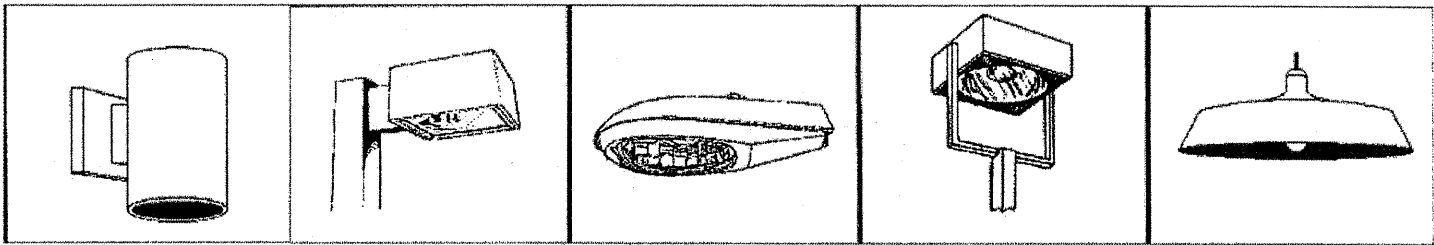
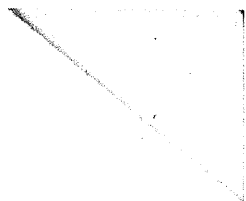


Figure 34:
Examples of fully-shielded light fixtures.

Light Meter

Measures light intensity up to 20,000 Foot-candles or Lux

With high resolution to 0.01 Fc/Lux

Features:

- Relative mode indicates change in light levels
- Peak mode capture highest reading
- Remote light sensor on 12" (305mm) coiled cable — expandable to 24" (609mm)
- Utilizes precision photo diode and color correction filter
- Cosine and color corrected measurements
- High accuracy of $\pm(5\% \text{ reading} + 0.5\% \text{FS})$
- MIN/MAX feature stores maximum and minimum readings
- Data Hold freezes reading in the display
- Large LCD display with analog bargraph
- Backlight for readings in low light levels
- Dimensions: 5.9 x 2.95 x 1.57" (150 x 75 x 40mm); Weight: 7oz (200g)
- Complete with 9V battery, light sensor with protective cover, and protective holster



Ideal for measuring parking lot illumination, security lighting, and night ATM areas

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Draft Recommendations for CRCRC Consideration 1/9/2024

Guiding principle: Mitigate impact of new residential structures on established neighborhoods

Setbacks

- Change side yard set-backs to 15ft (currently 10ft and 15ft to ensure a total of 25 ft between houses)
- Reduce street facing corner-lot side yard 20 feet (currently 30ft)
- Explore trading 5 feet of front yard setback for 5 feet of back yard backyard setback

Building Height

- Residential buildings will be no higher than 35 feet at any point
- The method for measuring allowable building height will be revised by subcommittee
- Subcommittee to develop height specifics that will include:
 - A containment envelope, defined by property boundaries and allowable heights, will constrain the permit-able dimensions of a building
 - The containment envelope will include exposed foundations

Exposed Foundation

- Foundation exposure within public view cannot exceed 6'
- Foundation exposure within public view must be screened such that viewable portion does not exceed 2.5 feet (30")

Driveways

- Remove ordinance restricting corner lot connecting driveways

Fences

- Maximum height is 8 feet unless agreed to in writing by adjoining neighbors

Trees

- Tree ordinance to be revised by subcommittee and will include at minimum:
 - Heritage tree definition of 24" diameter at 4' height
 - Heritage tree removal requires City Council approval
 - Recommend that heritage trees be documented by the City

Dark Sky

- Best practice only; web site document to follow

Recommend Against Further Actioning

- Number of stories
- Overall area of top story (to be handled by building envelope)
- Zoning districts
- FAR
- Impervious cover