



## **CITY OF ROLLINGWOOD COMPREHENSIVE RESIDENTIAL CODE REVIEW COMMITTEE AGENDA**

**Wednesday, April 05, 2023**

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 Wednesday, April 05, 2023 at 4:00 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](mailto: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 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.**

### **REGULAR AGENDA**

- 2. Swearing in of Comprehensive Residential Code Review Committee (CRCRC) Members
- 3. Review and discuss the scope of the CRCRC
- 4. Review of issues identified to date and discussion and possible action regarding additional issues for consideration by the CRCRC
- 5. Discussion and possible action regarding CRCRC procedures and how to expeditiously and with most citizen participation achieve the stated goals of the City Council
- 6. Discussion and possible action regarding scheduling of future meetings

**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](http://www.rollingwoodtx.gov) on Friday, **March 31, 2023 at 5:00 PM.**

*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.

## **Comprehensive Residential Code Review Committee**

### **City of Rollingwood, Texas**

The Comprehensive Residential Code Review Committee (CRCRC) will be composed of these 6 members approved by the City Council and selected for their interest, expertise and willingness to serve:

Jeff Marx  
Ryan Clinton  
Thom Farrell, chair  
Dave Bench  
Alex Robinette  
Duke Garwood

City council by majority approval may appoint additional members as required. Residents wishing to serve as a Task Force alternate may use the online application or contact a council member directly.

#### **Consistent with Rollingwood's commitment to transparency:**

All CRCRC members must be sworn in and take open meetings act training; All members must abide by the open meetings act; CRCRC meetings will be open to observers.

All CRCRC members must be Rollingwood residents.

#### **Proposed Timeframe:**

This CRCRC is a time specific group charged with providing community perspective and insights on the policies and priorities governing residential development. The CRCRC is anticipated to convene beginning April 1, 2023 through October 1, 2023. This timeframe will be subject to change by City Council.

#### **Proposed Committee Meetings:**

The committee will meet twice per month coinciding with and earlier in the day than the Planning and Zoning and City Council meetings. This meeting schedule is subject to change and additional meetings may be called by chair as necessary.

**Authority:**

The CRCRC's role is to provide a community-based forum to ensure that a range of perspectives reflecting Rollingwood Community values are factored into the City's long-term vision and implementation priorities governing residential zoning policies. The CRCRC will obtain endorsement from the Planning and Zoning Commission prior to submitting its recommendations to City Council for approval. The Planning and Zoning Commission remains the primary advisory group to City Council on matters involving zoning, comprehensive planning and other growth management initiatives related to the physical development of the City. The City Council maintains decision-making authority on the residential zoning policy.

**Duties:**

- Review and assess 2020/21 Comprehensive Planning Advisory Strike Force survey results for public opinion regarding residential zoning and development.
- Identify residential zoning and development public opinion gaps not addressed by the 2020/21 Planning Advisory Strike Force survey results; develop a plan for filling those gaps; execute the plan.
- Analyze public opinion results to identify issues and needs regarding zoning and development. Combine with issues identified by City Council members, Planning and Zoning and City Staff.
- Develop a set of options to address zoning and development issues and needs. Include pros, cons, pace and why it is an issue. Make recommendations.
- Provide recommendations with regard to priority setting.
- Provide Interim and Final zoning policy recommendations.

**CRCRC Deliverables:**

- Report recommendations including rationale of majority viewpoint, and any votes that happened.
- Include report of the minority viewpoint, if requested by members in the minority.

## **Issues Identified by City Council Members; P&Z; City Staff**

### **Construction Site Management:**

- Allowable locations of construction fences, staging, port-a-pots, dumpsters
- Allowable use of City streets
- Safety issues around construction parking
- Permitted activities outside of Allowable construction hours

### **Building Ordinances:**

- Permissible building and planting in setbacks/easements and ROWs
- How to measure setback distances
- Driveways and egress
- Allowable building heights, roof pitch and measurement guidelines
- Allowable number of stories
- Allowable fence heights
- Resident's right to privacy
- Allowable changes to topography
- Impervious cover
- Zoning by topography
- Fire considerations with regard to Tree Ordinance
- Permitting process
- Public education of ordinances
- Impact / resolution of nonconformances created by code changes
- Ordinance enforcement