



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

Tuesday, July 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, July 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=QmNUbmZBQ1lwUjNjNmM5RnJreIRFUT09>

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 June 25, 2024 CRCRC meeting

REGULAR AGENDA

- 3. Discussion and possible action regarding election of CRCRC Vice Chair
- 4. Discussion and possible action regarding Residential Lighting recommendations
- 5. Discussion and next steps for FAR, Drainage and Impervious Cover
- 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 **July 3, 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, June 25, 2024

The 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 June 25, 2024. 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

Acting Chair Brian Rider called the meeting to order at 5:00 p.m.

Present Members: Brian Rider, Jay van Bavel, Thom Farrell, Alex Robinette, Duke Garwood, and Chair Dave Bench (virtually)

Also Present: Assistant City Administrator Desiree Adair and Development Service Manager Nikki Stautzenberger

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

- 2. Discussion and possible action on the minutes from the June 11, 2024 CRCRC meeting

Thom Farrell moved to approve the minutes. Jay van Bavel seconded the motion. The motion passed with 6 in favor and 0 against.

REGULAR AGENDA

Acting Chair Brian Rider called up item 6 at 5:04 p.m.

- 3. Discussion and possible action on emails and letters to the CRCRC from June 7, 2024 to June 18, 2024

The CRCRC discussed emails received within the timeframe.

4. Discussion and possible action on CRCRC Building Height recommendations

Brian Rider discussed a proposal of recommendations for residential building height.

Brian Rider moved to adopt the recommendations and send them to Planning and Zoning and City Council. Alex Robinette seconded the motion.

Thom Farrell requested to make amendments to the motion. He requested the city attorney to draft an amendment to allow special exceptions for lots with slopes that adversely affect the use of property and where drainage easements affect the use of the property, Direct the Board of Adjustment to approve special exceptions and use linear functions as attached by Jeff Marx as a means to determine height, send to Planning and Zoning for their comments, send all comments to Planning and Zoning and City Council, and do a workshop with CRCRC and Planning and Zoning and send the minutes to City Council and Planning and Zoning.

The CRCRC discussed the linear function, step function, and timing of the recommendation included in the packet.

Jeff Ezell, 4709 Timberline Drive, expressed his opinion of the proposal and feels that it provides true equity and accounts for slope. He would like the linear step function to be discussed. Mr. Ezell would like the CRCRC to have a method that works for all lots.

Ryan Clinton, 4714 Timberline Drive, supports the desire for a workshop. He discussed his experience in the Strike Force and how a public forum was held before sending the recommendations to City Council. He gave his opinion on the term “unbuildable lots” and recommended alternative terms. Mr. Clinton discussed the Open Meetings Act and his concern with the recommendations bypassing Planning and Zoning.

Acting Chair Brian Rider and Ryan Clinton spoke regarding Planning and Zoning, City Council, and the process of recommendations.

Amy Pattillo, 3 Rock Way Cove, discussed the previous City Council Meeting suggested more interactive opportunities to understand what is happening. She recommended that City Council hold a workshop with a City Engineer to show how the ordinance would be applied.

Alex Robinette asked Amy Pattillo how the Tree ordinance was created with public input. Ms. Pattillo discussed her experience. Amy Pattillo requested a public workshop included in the recommendation.

Wendi Hundley, 401 Vale, thanked the CRCRC and discussed the importance of process and public input. She expressed her desire for a public workshop in the proposal and discussed her experience with the recommendation process. She continued to share her thoughts on the CRCRC.

Kendra Roloson, 403 Farley Trail, stated that she agrees with the idea to have a workshop to understand how the proposal would apply to residents homes and thanked Alex Robinette for her help with the explaining the proposal to her.

Thom Farrell moved to make amendments to the to the motion to draw an amendment to allow special exceptions to lots with slopes that adversely affect the use of property and where drainage easements lots that affect the use, direct the Board of Adjustment to methods including linear functions as attached by Jeff Marx to determine maximum height. Brian Rider accepted the friendly amendment

Alex Robinette suggested not including the linear function. Thom Farrell agreed to leave the linear function portion out.

Dave Bench discussed the special exception being allowed for severely sloped lots. He explained that no discussion has occurred regarding lots affected by drainage easements or flooding.

Alex Robinette read a text from Jeff Marx into the record.

Thom Farrell removed drainage easements second sentence.

Dave Bench drew attention and discussed the document in the packet.

Jay van Bavel made an amendment to use the words “extreme adverse impact on the use of the property” instead of “unbuildable” on the special exceptions section of the recommendation. Alex Robinette seconded the amendment. The amendment to the amendment carried with 6 in favor and 0 against.

Thom Farrell withdrew his friendly amendment.

Thom Farrell moved to submit the recommendation to the Planning and Zoning and City Council. Brian Rider seconded the motion.

Dave Bench recapped his presentation at the City Council meeting.

Thom Farrell withdrew his motion.

Jay van Bavel moved to send this package to City Council and Planning and Zoning and they can consult with a city attorney if necessary if it needs to go to Planning and Zoning first. Brian Rider seconded the motion.

Thom Farrell discussed public policy and legal requirements. Thom Farrell requested to remove the city attorney.

Thom Farrell amended the motion to send it to Planning and Zoning and City Council. Brian Rider seconded the amendment. The motion carried with 6 in favor and 0 against.

Alex Robinette discussed holding a workshop after City Council reviews the recommendations.

Thom Farrell moved to recommend to have a workshop with City Council and Planning and Zoning. Brian Rider seconded the motion. The motion carried with 4 in favor and 2 against (Alex Robinette, Dave Bench).

Thom Farrell moved to send all the comments with the recommendation to City Council and Planning and Zoning. Brian Rider seconded the motion.

The CRCRC discussed whether or not to include documents that are already public.

The motion failed with 3 in favor and 3 against (Alex Robinette, Dave Bench, Jay van Bavel)

The main motion to pass on the recommendations with amendments to City Council and Planning and Zoning as well as the recommendation to have a public workshop in the future passed with 6 in favor and 0 against.

Jay van Bavel left the meeting at 6:27 p.m.

5. Discussion and possible action of Residential Lighting recommendations

Thom Farrell thanked Jerry Fleming for his input and discussed how the subcommittee used the requirements for commercial lighting. Thom Farrell discussed the basic issues of foot candles, light shielding, and color of lights. He continued to discuss enforcement and compliance.

Brian Rider would like to table the adoption of the item so he and others can review the recommendations.

Jerry Fleming, 305 Nixon Drive, discussed how he adapted the commercial corridor lighting ordinance to fit in a residential setting. He discussed general standards and submitting light fixtures during the building plan stage.

Brian Rider tabled agenda item 5.

6. Discussion and possible action on Residential Landscape and Tree Canopy Management recommendations

Jay van Bavel discussed the recommendations provided in the packet. The CRCRC members discussed process for providing recommendations.

Thom Farrell moved to approve the recommendation send to Planning and Zoning.

Acting Chair Brian Rider made a friendly amendment to send to Planning and Zoning and City Council. Jay van Bavel seconded the motion. The motion carried with 6 in favor and 0 against.

Acting Chair Brian Rider moved back to item 3 at this time.

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

The CRCRC discussed that the next meeting will be on July 9th.

Brian Rider would like to discuss floor to area ratio, drainage, and impervious cover.

ADJOURNMENT OF MEETING AND PUBLIC WORKSHOP

The meeting was adjourned at 6:50 p.m.

Minutes adopted on the _____ day of _____, 2024.

Dave Bench, Chair

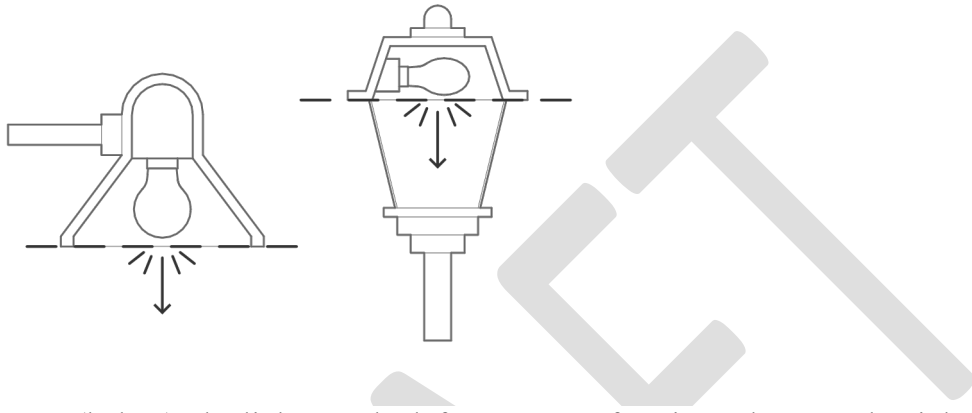
ATTEST:

Ashley Wayman, City Administrator

Sec. 107-81. Exterior Lighting requirements.

(a) Definitions: As used herein:

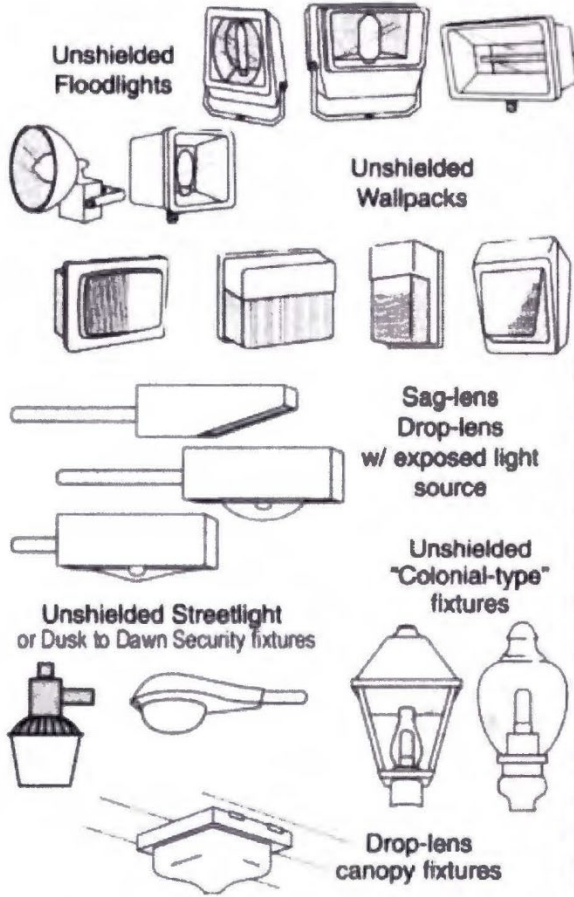
(i) "Shielded" means "installed in such a manner that all light emitted by the fixture, either directly from the bulb or a diffusing element, or indirectly by reflection or refraction from any part of the fixture, is projected below the horizontal plane immediately beneath the fixture's lowest light-emitting part."



In Figure A (below), the lights on the left are nonconforming. Those on the right can be used in most cases. However, the mounting height and proximity to the property line may cause them to need additional shielding to prevent the luminous elements from being visible from any other property.

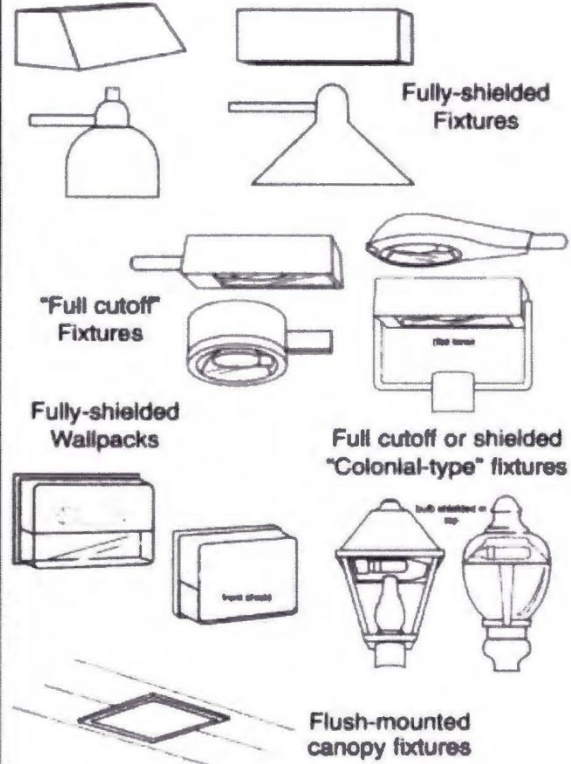
UNSHIELDED FIXTURES

Unacceptable / Discouraged Fixtures that produce glare and light trespass



Full Cutoff and Fully Shielded Fixtures

Acceptable Fixtures that shield the light source, to reduce glare and light trespass and to facilitate better vision at night.



F

(ii) "Footcandle" as used herein shall mean: The illuminance produced on a surface one foot from a uniform point source of one candela and equal to one lumen per square foot.

(b) Applicability.

- (1) The regulations contained in this section are applicable to outdoor lighting fixtures installed on structures within the residential zoning districts of the City.
- (2) All outdoor lighting fixtures existing and legally installed and operating before the effective date of this section, or installed pursuant to a permit approved prior to the effective date of this Section, shall be brought into conformance with this Section upon the earlier of: (1) an application for a site plan or building permit for construction of a new building or modification of 50% or more of an existing structure, or (2) replacement or modification of an existing non-conforming fixture.

(3) This section does not apply to interior lighting; however, overly bright lighting emitted from a structure will be subject to this section if it is determined by the City Administrator or his/her designee that it creates a nuisance or a potential safety hazard.

(c) Exemptions. The following are exempt from the provisions of this section:

- (1) publicly maintained traffic control devices;
- (2) street lights installed prior to the effective date of this section;
- (3) temporary emergency lighting (fire, police, repair crews);
- (4) lighting fixtures and illumination requirements imposed by TxDOT within TxDOT rights of way (ROW);
- (5) moving vehicle lights;
- (6) navigation lights (aircraft warning beacons on water towers and wireless transmission facilities) required by State or Federal law;
- (7) signs and associated lighting that conform to the city's sign regulations in Chapter 24;
- (8) seasonal decorations with lights in place no longer than sixty (60) days; and
- (9) other temporary uses approved by the City Council (festivals, carnivals, fairs, night-time construction);

(d) General Standards. The following standards shall apply to all outdoor lighting installed after the effective date of this section:

- (1) Except for street lighting in public right of way, all exterior fixtures must be hooded or shielded so that the light source is not directly visible from adjacent properties or properties within 250 ft of light source. As directed by city building official a submittal of exterior light fixtures shall be included with the building permit plans that includes lumens output, color temperature and a physical description.
- (2) Lighting must have a color temperature of no more than 3000 Kelvins (K).
- (3) Exterior lighting may not exceed .25 footcandle across the source property line.
- (4) No light or illumination that flashes, moves, scrolls rotates, scintillates, blinks, flickers, varies in intensity or color, or uses intermittent electrical pulsations is permitted. Light fixtures may be controlled by a motion detector that deactivates fixtures after no more than 15 minutes.
- (5) Light fixtures shall be controlled a photocell that restricts activation to night time use only.
- (6) Private walkway light fixtures shall not exceed 385 lumens each.
- (7) Setback lighting. No Light fixtures shall be installed in any setback except for lighting installed in accordance with (6) above and for two light fixtures at a driveway entrance.
- (8) Landscape/yard lighting. Light fixtures used for illuminating landscape features shall not be used after 11:00 PM. Individual Fixtures shall not exceed 530 lumens.

(9) Western Hills Athletic Club (WHAC) property. Lighting for new construction or over 50% renovation of facilities on WHAC property shall comply with this section.

(e) Enforcement. The city shall have the power to administer and enforce the provisions of this Section, as provided in this Chapter. Any violation of this Section is hereby declared to be a nuisance. A civil penalty of up to \$2,000 for each day a violation occurs may be assessed when it is shown that the defendant was actually notified of the provisions of this article and after receiving notice failed to take action necessary for compliance with this article.

DRAFT

Brian Rider <brideraustin@gmail.com>

Wed, Jul 3,
10:45 AM (6 days
ago)

to Thom, dukester, Dave, Alexandra

Dave: Thom Farrell and I met with Jerry Fleming (an engineer with lighting expertise) and reviewed the lighting ordinance proposal for review by CRCRC next week. A copy of the document we prepared is attached. I suggest that you review it and send it on to city staff to be in the package for the July 9 meeting.

Thom and I then convened as the subcommittee on drainage, FAR and Impervious cover. Jerry Fleming continued to be a resource, and we asked Nikki (our building official) to join us. We discussed the need or lack of need for FAR and the negative response to that idea in the survey which CRCRC did. We talked over impervious cover as a possible issue to include in our suggestions to City Council, and decided that impervious cover limitations would not achieve enough benefits in Rollingwood to be a part of our submittals

As to drainage, we heard the big machines grinding on the drainage improvements just downstream from City Hall as we talked. We asked Nikki to tell us how the inspection of building proposals was being handled now., We have two governmental entities involved, TCEQ because we are in the Barton Creek Edwards Aquifer Zone, and then if their regulations do not tell a builder what is required, the City of Rollingwood has a drainage manual. The objections to the City's ordinances (as opposed to the TCEQ rules which apply to a lot of Rollingwood developments) is that compliance is costly. Sometimes more than \$100,000. The answer would be a regional detention plan, but it is not immediately obviously how such a thing could be done. Thom wanted to explore the possibility of charging a drainage fee instead of requiring compliance on the lot (Austin charges a fee as an alternative to on the lot work). That would require that the City of Rollingwood have a drainage plan for the city to which the fee would be applied in a reasonable time period. We decided that exploring that idea was the only thing that CRCRC should do, but that requires some engineering input, and neither we nor the building department has a budget for that. We would have to ask City Council for a budget for that consultation, and doing so might get us better guidance from Council whether they really want us to be working on ideas for changing the drainage ordinances at all.

End of subcommittee report. We recommend that the subcommittee compensation which would go to our absent member, Duke, be paid instead to Jerry Fleming.

Brian Rider