



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

Tuesday, November 14, 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 Tuesday, November 14, 2023 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=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 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 October 24, 2023 CRCRC meeting

REGULAR AGENDA

- 3. Discussion and possible action on CRCRC survey status, results and next steps
- 4. Discussion and possible action to formalize the Tree Subcommittee
- 5. 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 **November 10, 2023**.

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, October 24, 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 Tuesday, October 24, 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

Chair Dave Bench called the meeting to order at 5:06 p.m.

Present Members: Alex Robinette, Dave Bench, Jay van Bavel, and Brian Rider.

Also Present: City Secretary Desiree Adair, Development Services Manager Nikki Stautzenberger and Council Member Phil McDuffee

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the October 10, 2023 CRCRC meeting

Alex Robinette moved to approve the consent agenda. Brian Rider seconded the motion. The motion carried with 4 in favor and 0 against.

REGULAR AGENDA

3. Discussion and possible action on emails and letters to the CRCRC from October 6, 2023 to October 19, 2023

There were no emails to the CRCRC since October 6, 2023.

The CRCRC discussed how to access previous emails and a tabulation of these emails. They also discussed the completed survey distribution.

4. Update, discussion and possible action on survey progress and course corrections

Sarah O'Brien, of Buie and Co., stated that 58 surveys have been completed and there are 26 incomplete surveys.

Chair Dave Bench stated that two paper surveys were requested and sent home with a resident today.

The CRCRC and Ms. O'Brien discussed ways that the survey should be promoted:

- Postcards
- Website
- Rave
- Rollingwood Women's Club
- Rollingwood Gentlemen's Club
- Nextdoor
- Trunk or Treat
- City Social Media
- Council Member Kevin Glasheen newsletter
- City Hall and Upper and Lower Park bulletin boards

The CRCRC discussed that two people per household can fill out the survey.

The CRCRC and Ms. O'Brien discussed adding the graphic regarding how building height is currently measured.

Ms. O'Brien stated that most respondents have been providing comments when taking the survey.

Chair Dave Bench thanked Greg Demas and Mike Rhodes of the Planning and Zoning Commission as well as Shanthy Jayakumar for assisting in the postcard distribution.

5. Discussion and possible action regarding a Survey Analysis subcommittee

Chair Dave Bench stated that the Survey Analysis subcommittee will be chaired by Jeff Marx. Brian Rider volunteered to be on the subcommittee.

Ms. O'Brien stated that they will provide the raw data in an excel spreadsheet, and Survey Monkey will provide a user-friendly report.

6. Discussion and possible action regarding topics related to trees and to formalize the Trees subcommittee

Chair Dave Bench stated that Alex Robinette will Chair the trees subcommittee along with Jeff Marx and Jay van Bavel as members. The CRCRC further discussed selection of members for this subcommittee and Chair Dave Bench tabled this item until the next meeting.

Alex Robinette discussed tree maintenance and tree health.

Chair Dave Bench discussed that he had made contact with Travis County wildfire safety and that they will come to provide information to the CRCRC at a future meeting regarding how tree planning affects wildfire risk.

The CRCRC further discussed the future trees subcommittee makeup.

7. Discussion on aesthetic considerations

Brian Rider discussed his concern with tall slabs and the appearance of grey concrete in some home construction and that there may be things that could be put in the code relating to this.

The CRCRC discussed precedents in the code, aesthetics, building height and the size of the slab, and how height is measured.

Chair Dave Bench explained that anyone on the CRCRC can add a topic for consideration.

8. Update, discussion, and possible action regarding CRCRC process document

Chair Dave Bench discussed the process document that he handed out and the possibility of reporting CRCRC progress to City Council.

Phil McDuffee, 4711 Timberline Drive, discussed that a report may not be pertinent at this time because the Council has encouraged this committee to work independently. and that he looks forward to the final recommendations.

The CRCRC discussed the next steps for this committee, what should be reported to Council, how results of the survey should be reported to the residents.

Chair Dave Bench discussed a future poster session. He also discussed that the committee should be thinking about how to get this information out the door so that it can be useful. The CRCRC discussed possible ways to do this.

City Secretary Desiree Adair explained the authority of the CRCRC from the approved bylaws, and that writing code is not a responsibility of the CRCRC at this time.

9. Discussion on expectations of timeline and deliverables

Chair Dave Bench discussed that he would like to have the CRCRC's work completed in 2024.

The CRCRC discussed how construction has not slowed down and that there is a need to get recommendations out. They also discussed that there may be topics that emerge from the survey as priorities that can be handled quickly.

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

Chair Dave Bench asked the CRCRC members to send future agenda topics to him.

ADJOURNMENT OF MEETING AND PUBLIC WORKSHOP

The meeting and public workshop was adjourned at 6:11 p.m.

Minutes Adopted on the _____ day of _____, 2023.

Dave Bench, Chair

ATTEST:

Desiree Adair, City Secretary

Rollingwood Comprehensive Residential Code Review Survey: Authenticated Results - Highlights

Tuesday, November 14, 2023

Response Summary

274

Total Responses

2265

Total Written Comments

219

Households Represented

55

Households with Two Responses

Community Outreach

449 Door Hangers

Distributed through neighborhood block-walking
Trunk-or-Treat event

List Serve Notifications

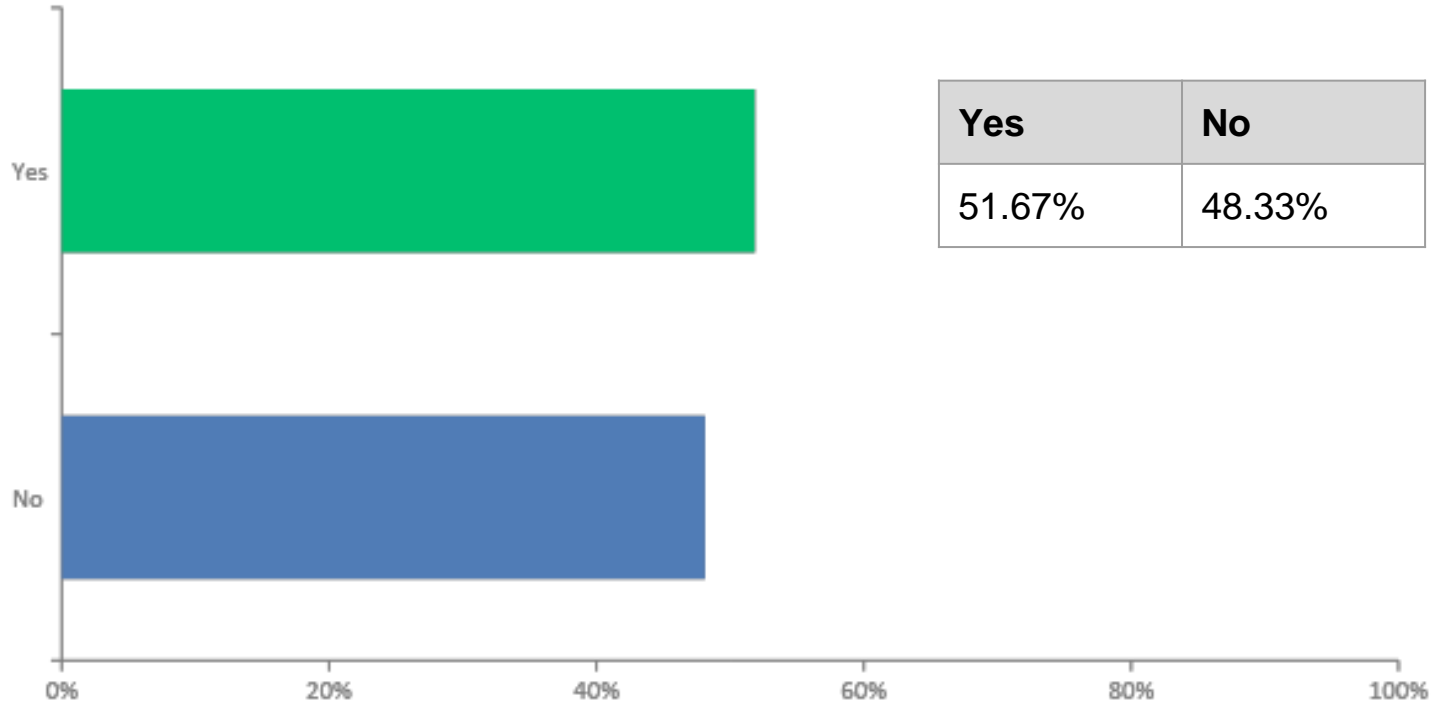
Rollingwood Women's Club
Rollingwood Men's Club
Council Member Glasheen's newsletter

City of Rollingwood Posts

Latest News
Social Media

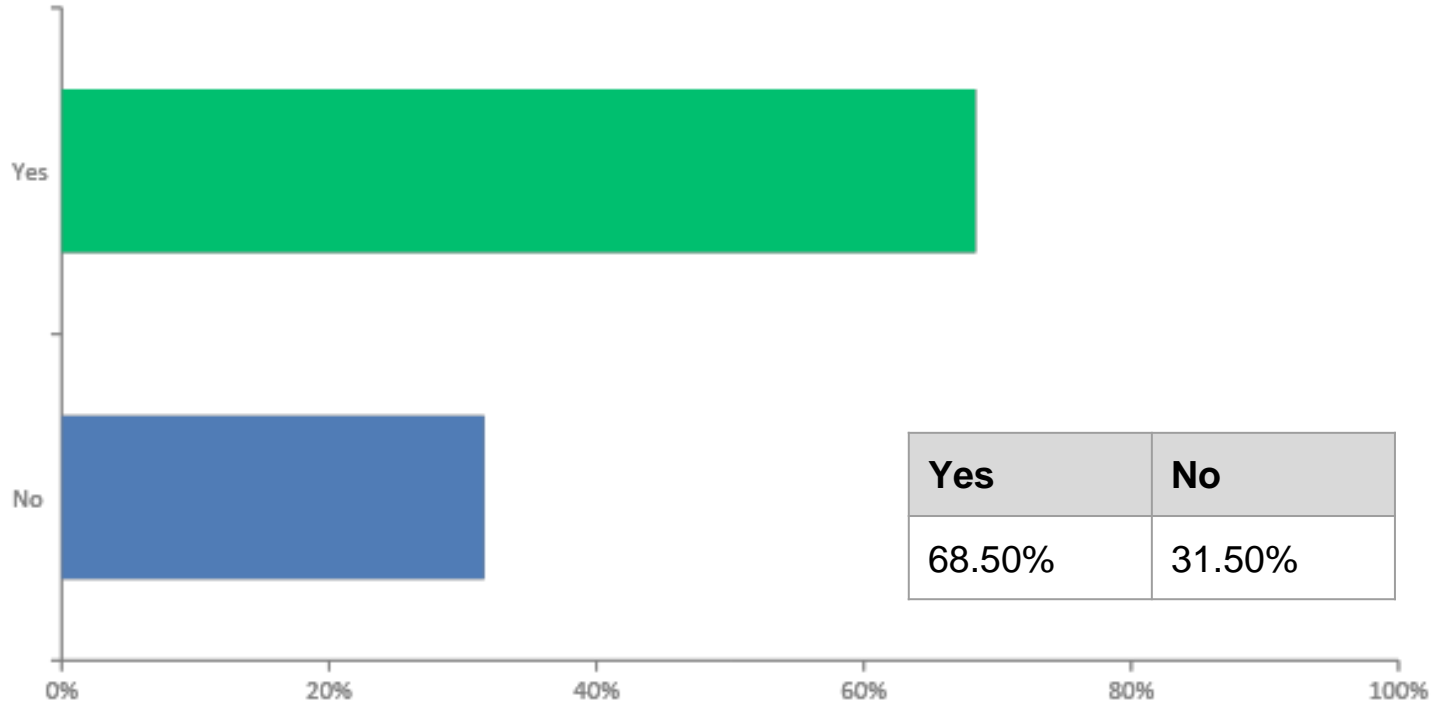
Introductory Questions

Are you generally satisfied with the trend of new construction in Rollingwood? Please mention what you do and/or don't like about building trends, be specific.



Answered: 269 Skipped: 5

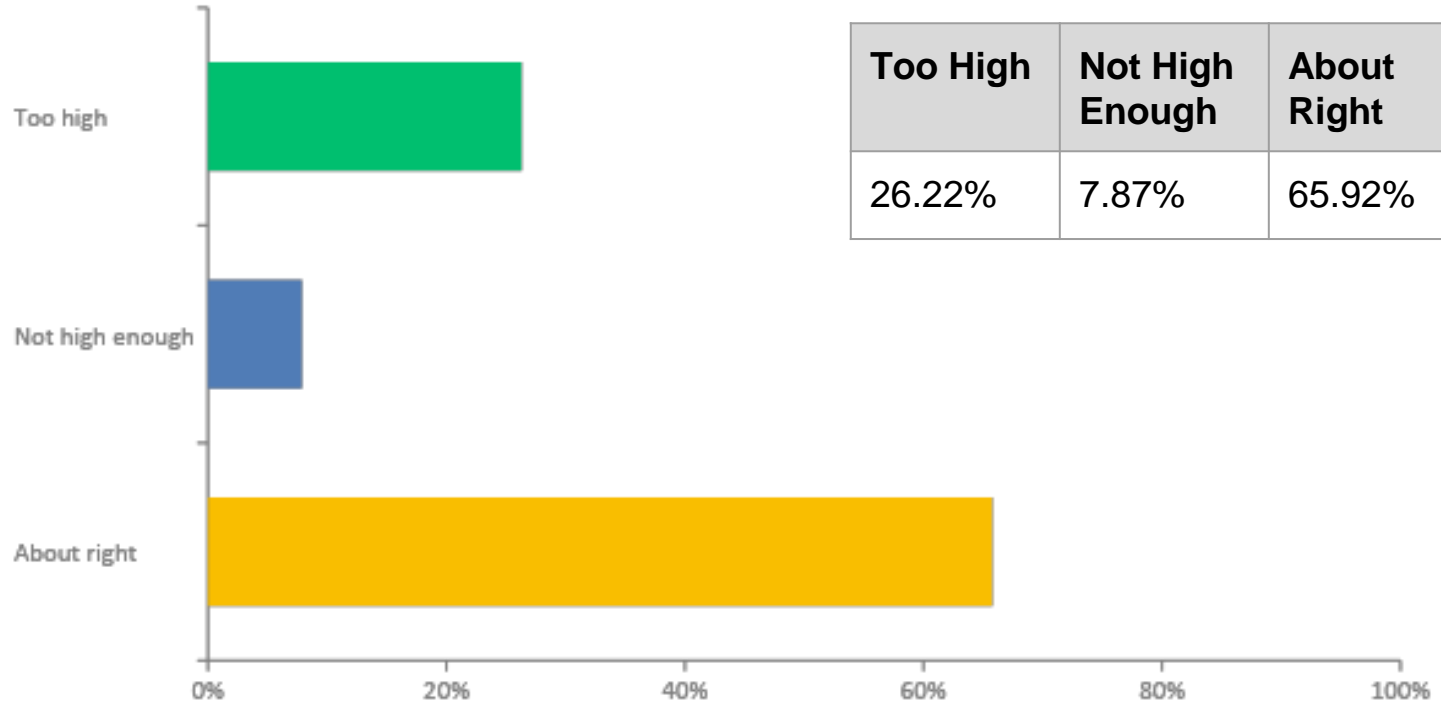
Q. Do you think Rollingwood should consider changes to its building codes? Please mention specifically what you do and/or don't like about building codes. If you are not sure, the rest of the survey may help clarify current codes and issues.



Answered: 254 Skipped: 20

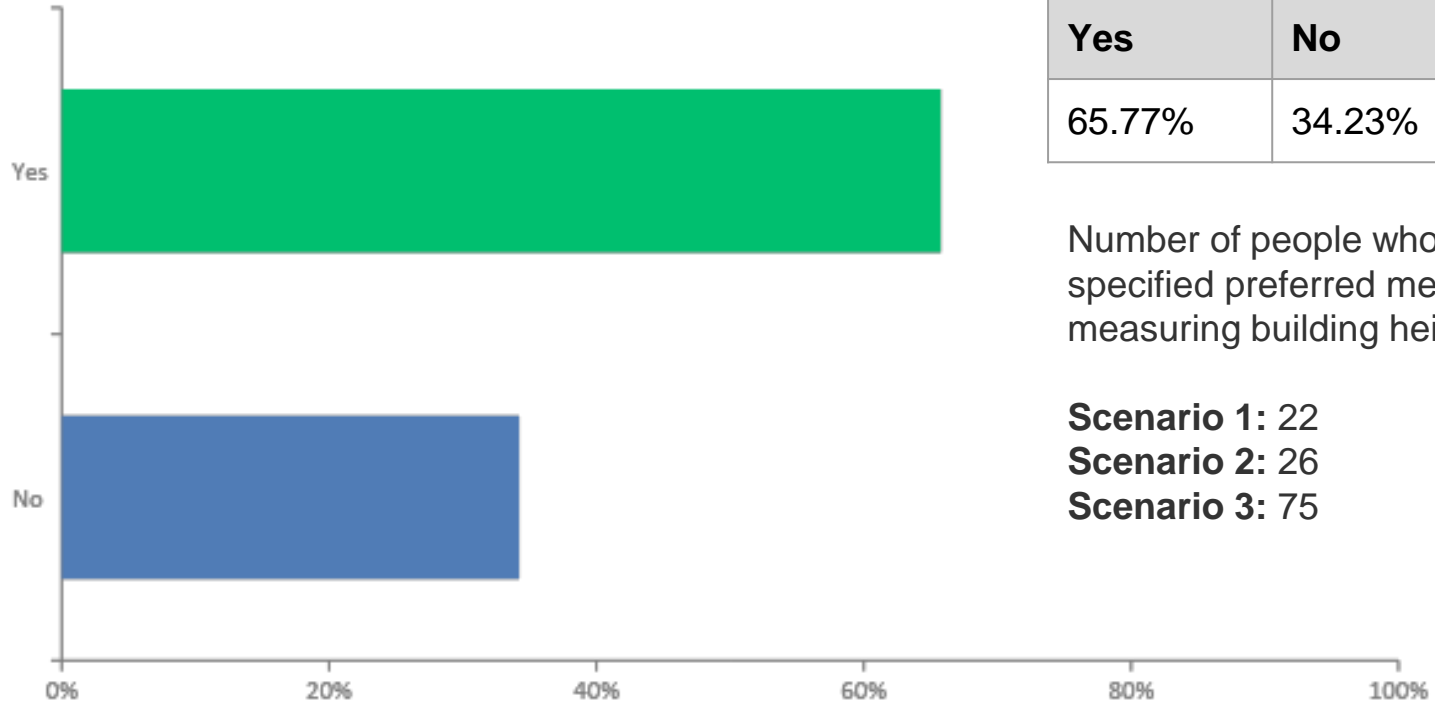
Building Height

Rollingwood's maximum residential building height of 35 feet...



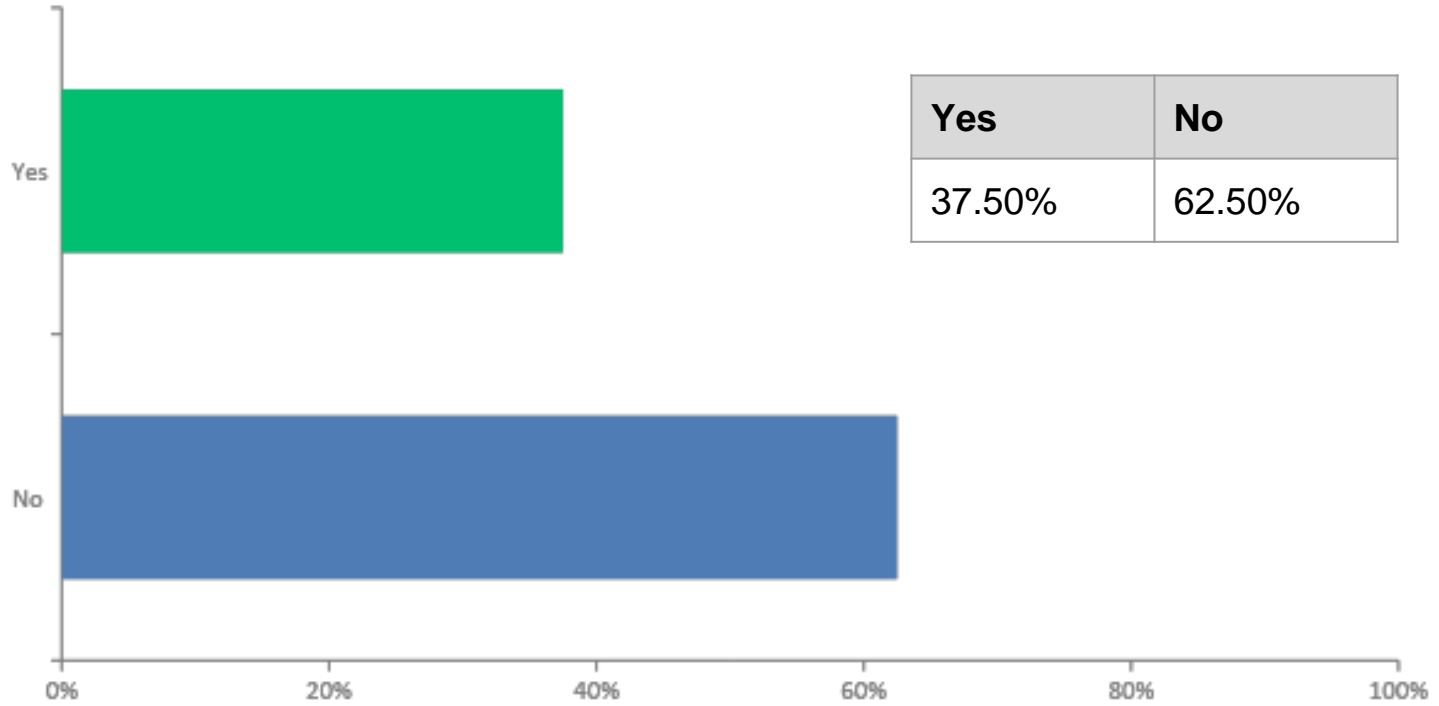
Answered: 267 Skipped: 7

ould we look at alternate ways to measure building height? If so, which of the ways listed above would you prefer? Please write in your answer under the comments and specify Scenario #1, #2, or #3.



Answered: 260 Skipped: 14

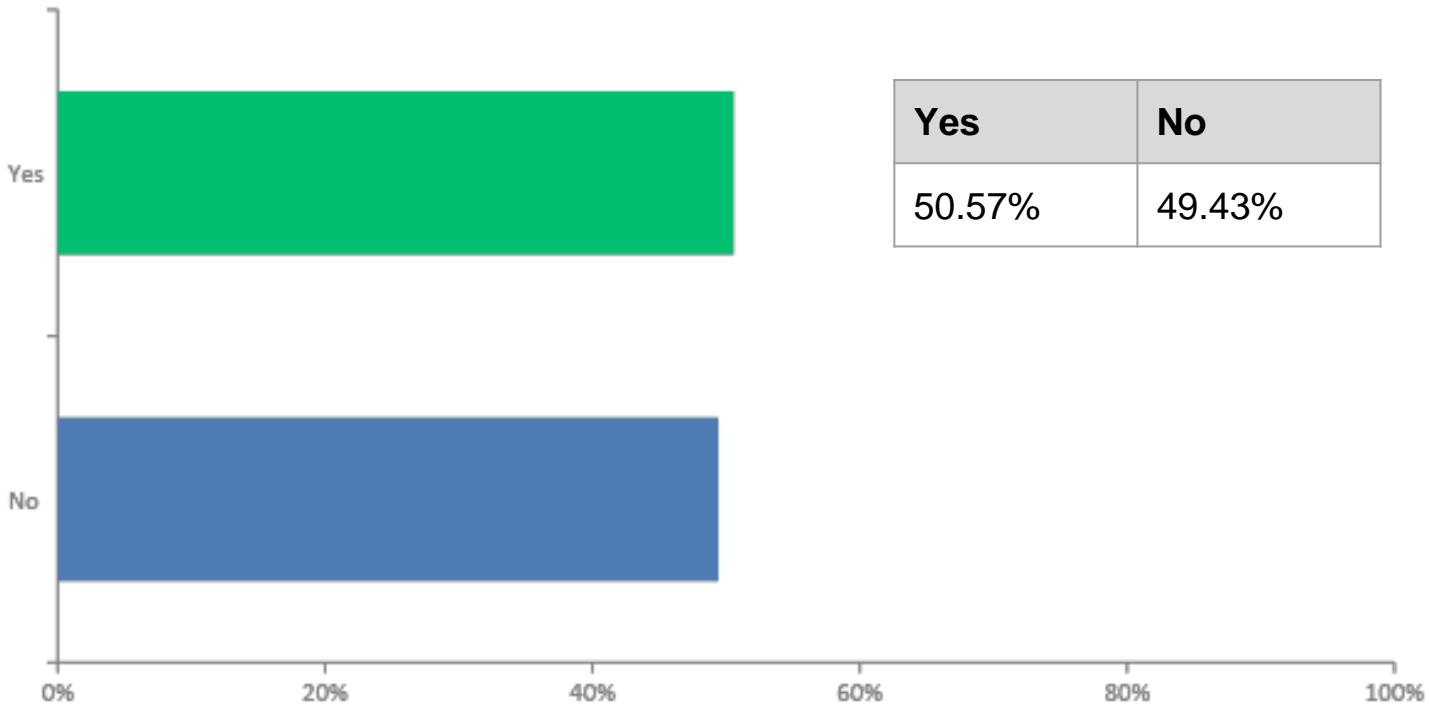
Could we measure the maximum height of a home with a flat roof differently from one with a pitched roof?



Answered: 264 Skipped: 10

Floor-to-Area Ratio

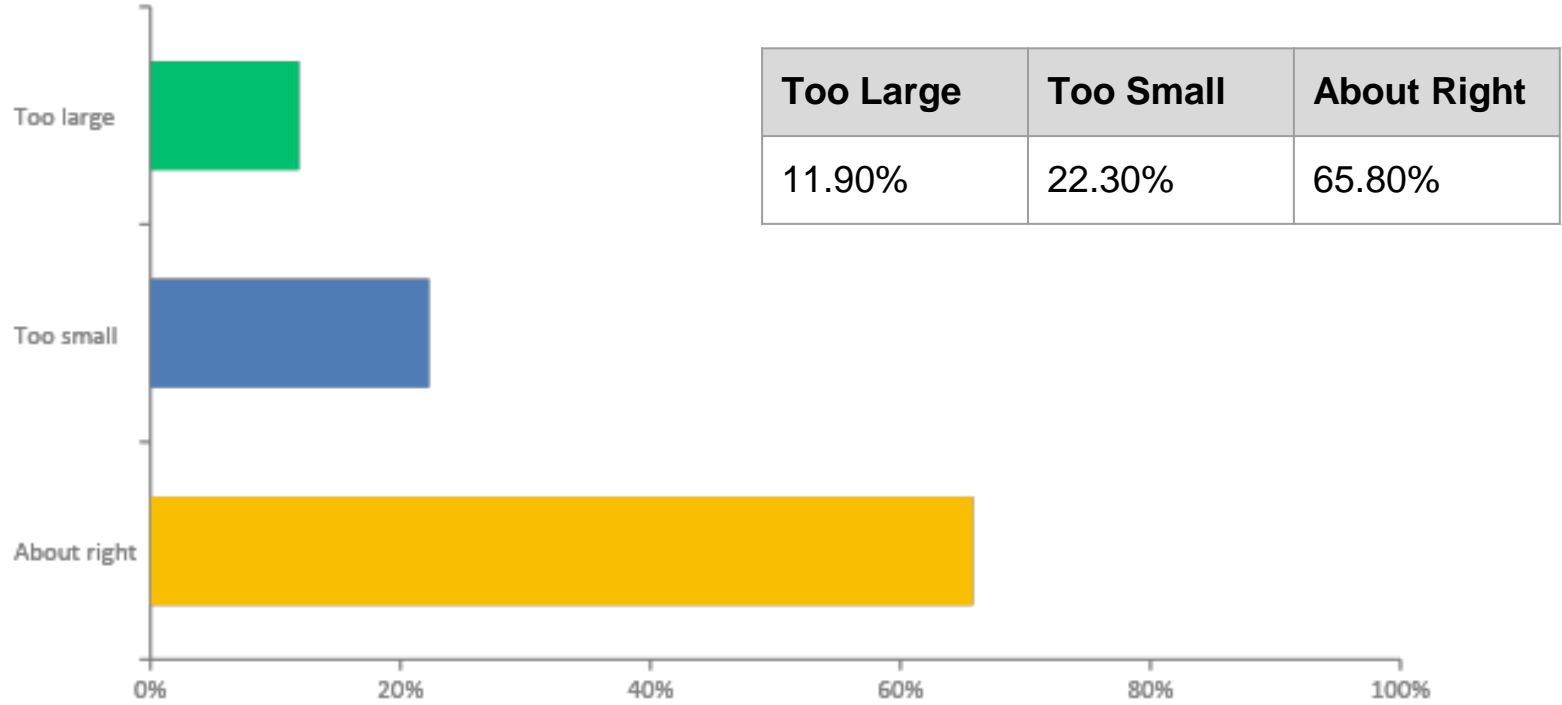
Should we consider adding FAR and/or ratio of building footprint to lot size to Rollingwood's building code?



Answered: 265 Skipped: 9

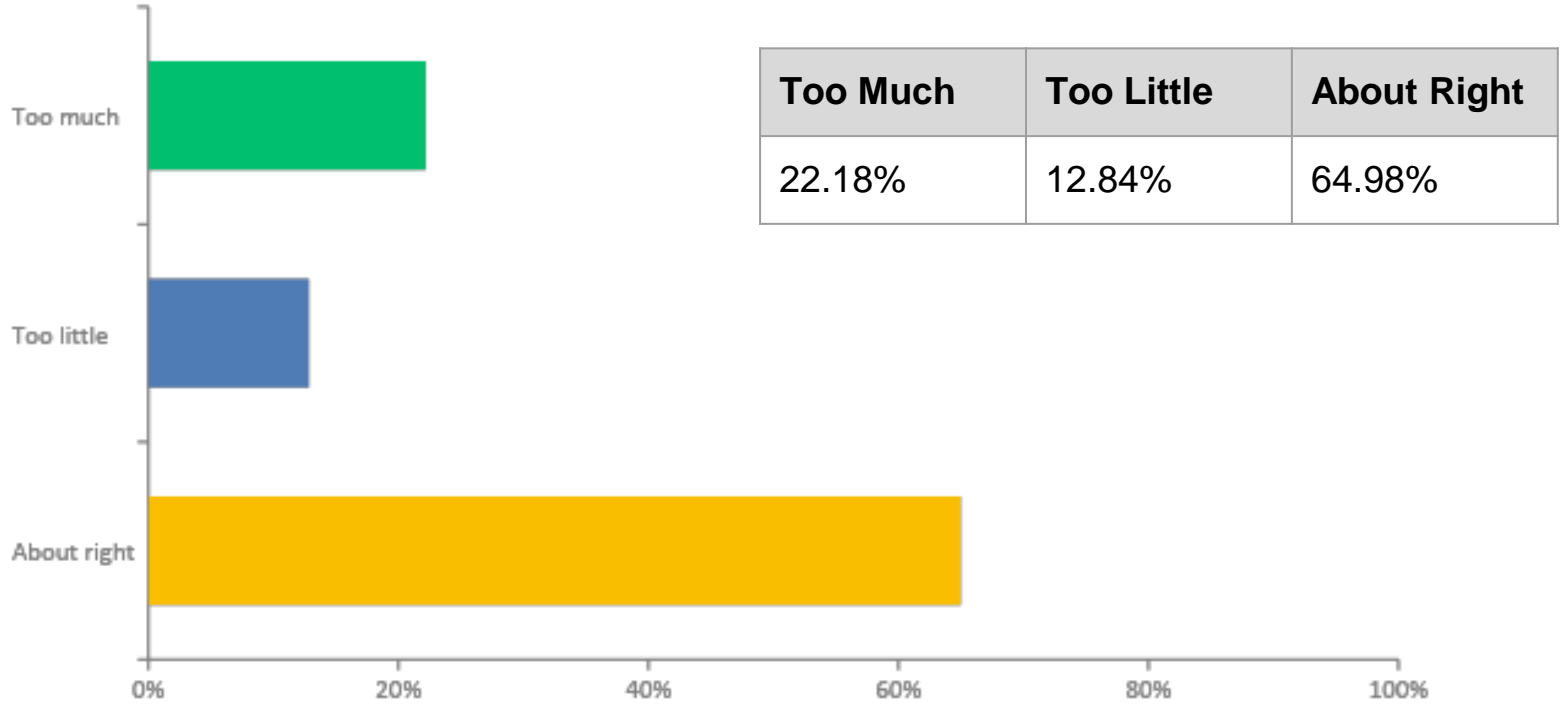
Setbacks

Please indicate your feelings on Rollingwood's current setback dimensions, and clarify in the comments if you have thoughts or concerns specific to front, side, or rear.



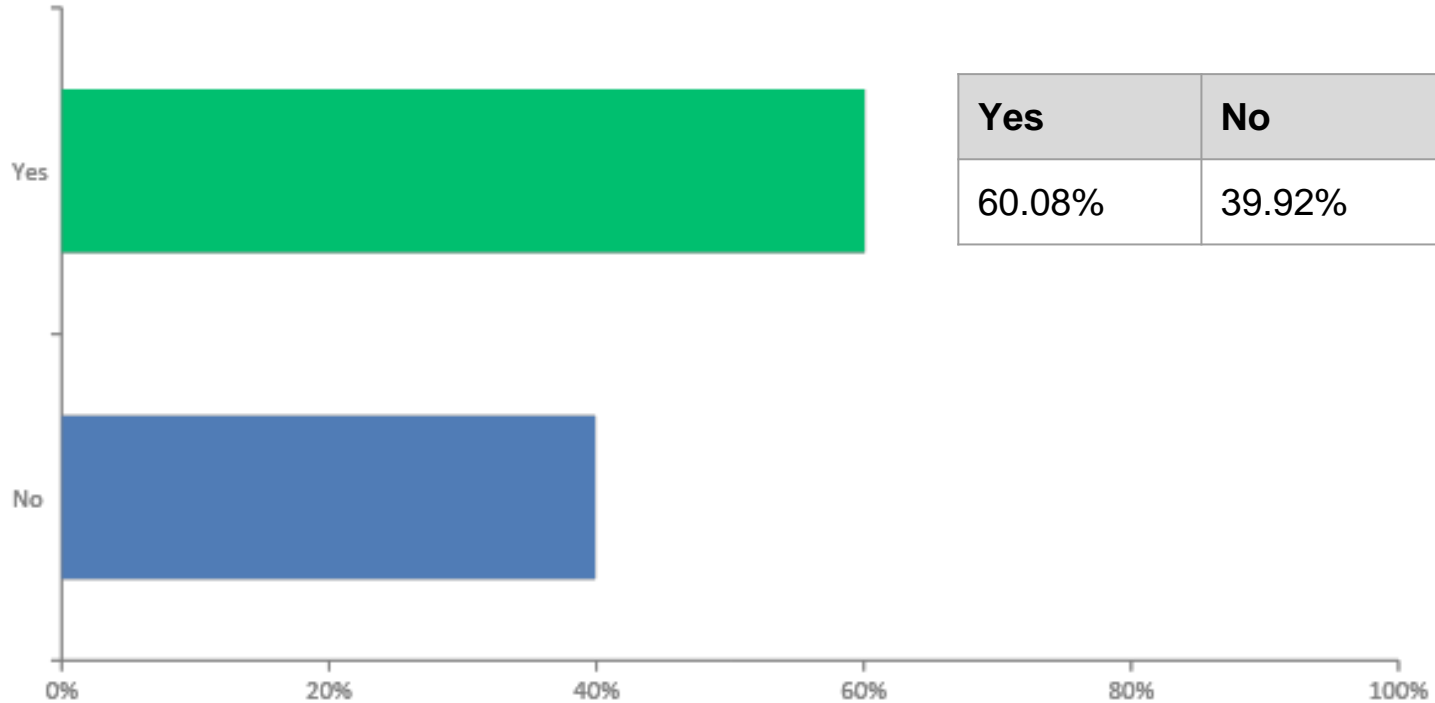
Answered: 269 Skipped: 5

Please indicate your general feelings on the new setback projection limits described above, and clarify if you have concerns specific to roof or bay window projections.



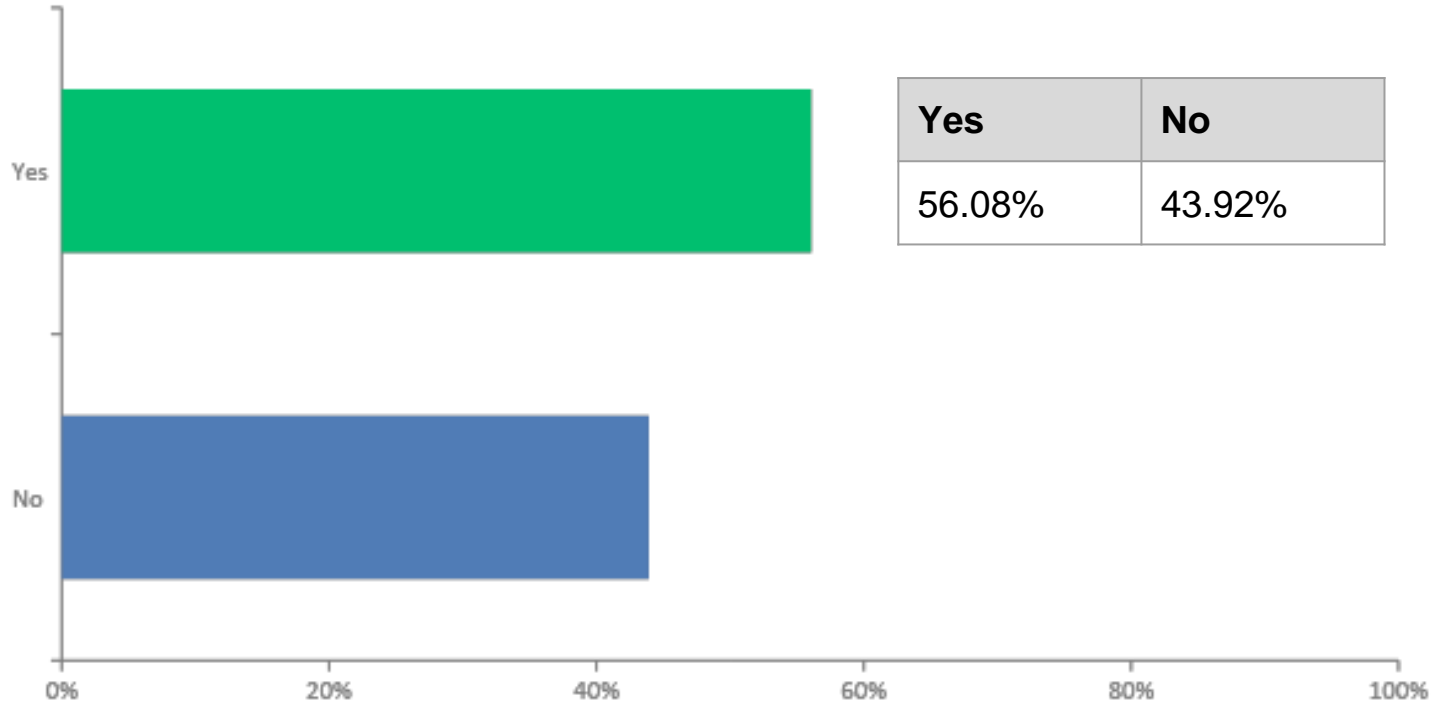
Answered: 257 Skipped: 17

Should we consider any limitations on what can be built along a setback?
Please indicate in the comments any specific thoughts on the bullet points listed above.



Answered: 258 Skipped: 16

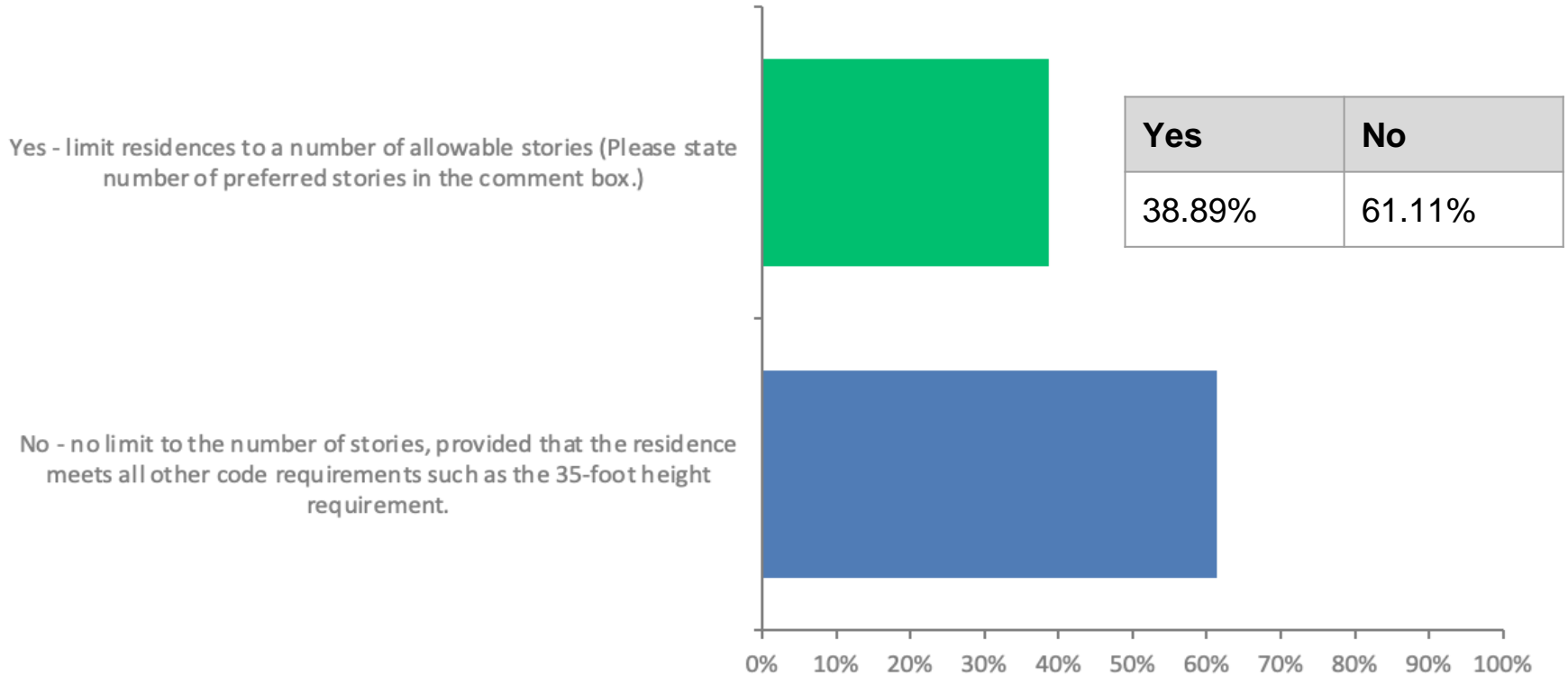
Should we develop a set of “tenting” rules for Rollingwood that restrict building height along a setback?



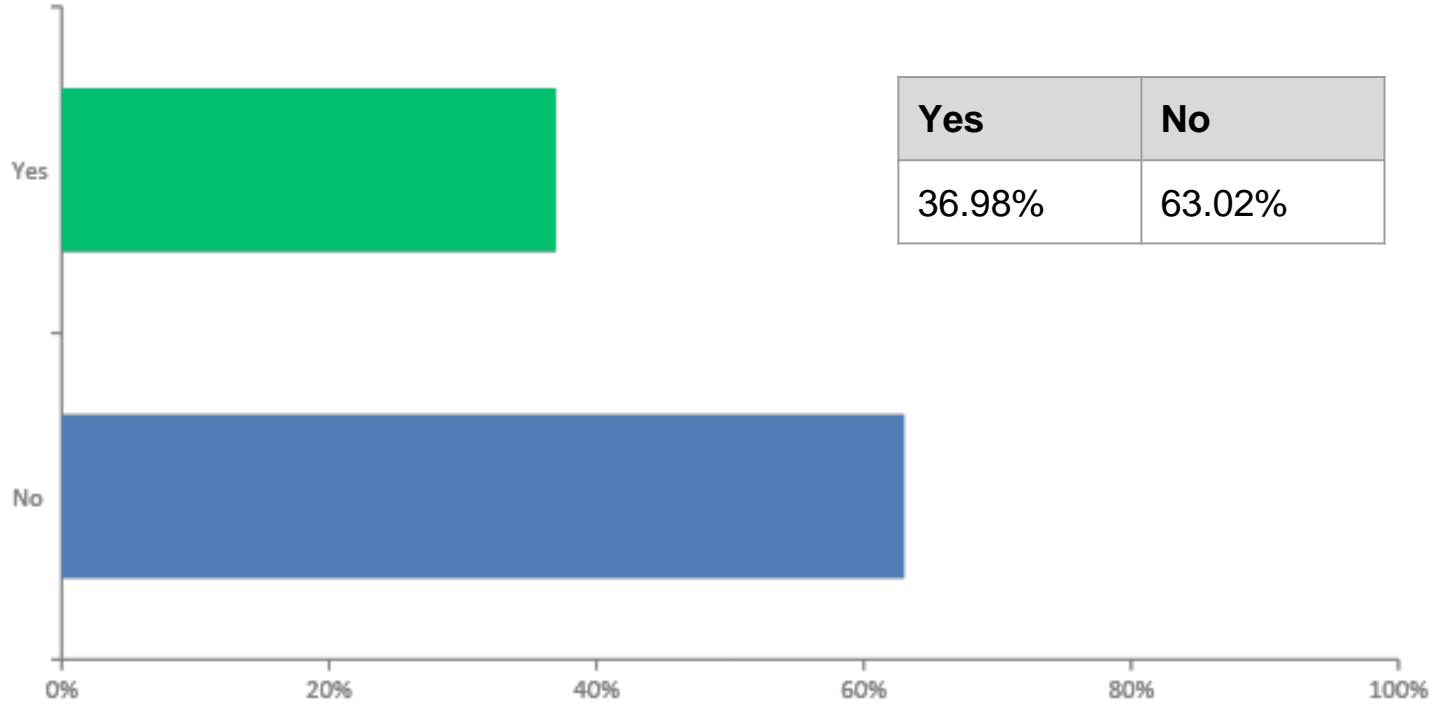
Answered: 255 Skipped: 19

Stories

Should we limit the number of allowable stories?



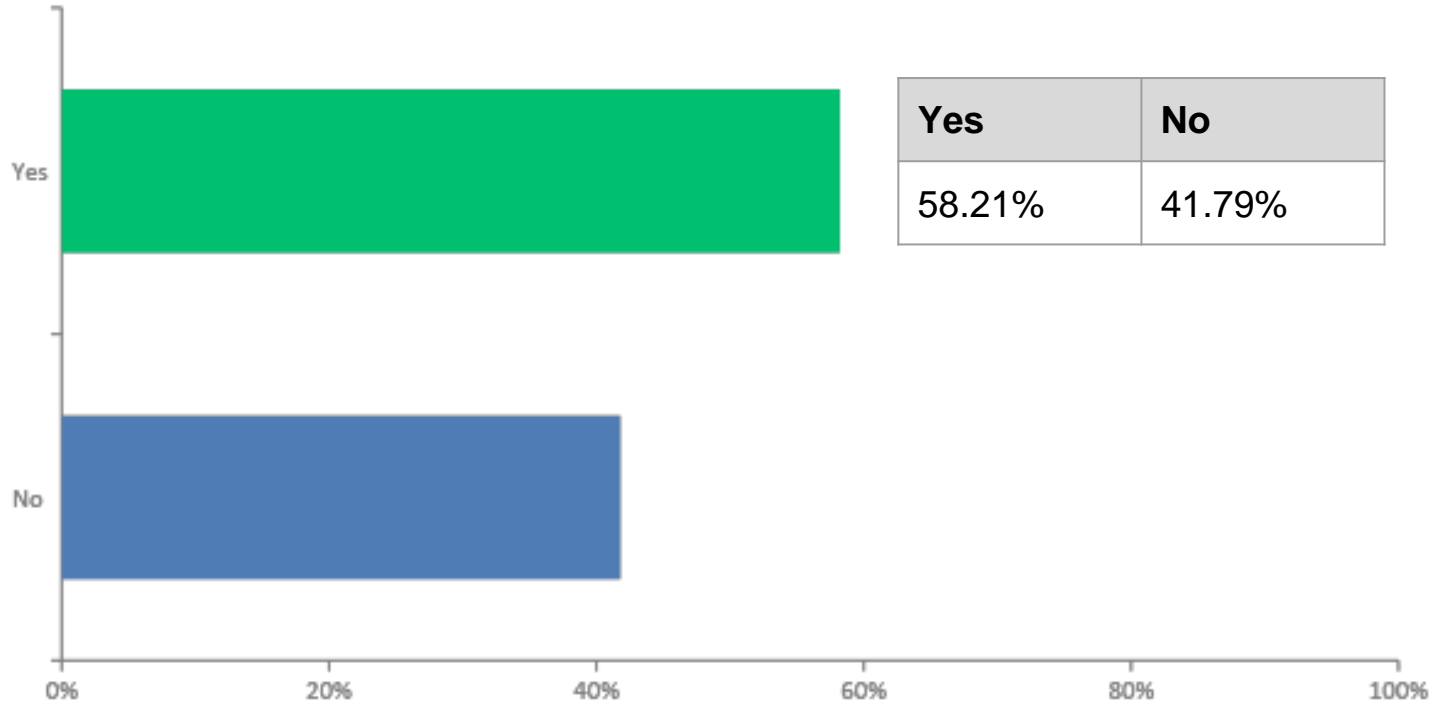
Answered: 270 Skipped: 4

Q12: Should we restrict overall area of additional floors above a certain level?

Answered: 265 Skipped: 9

Circular Driveways

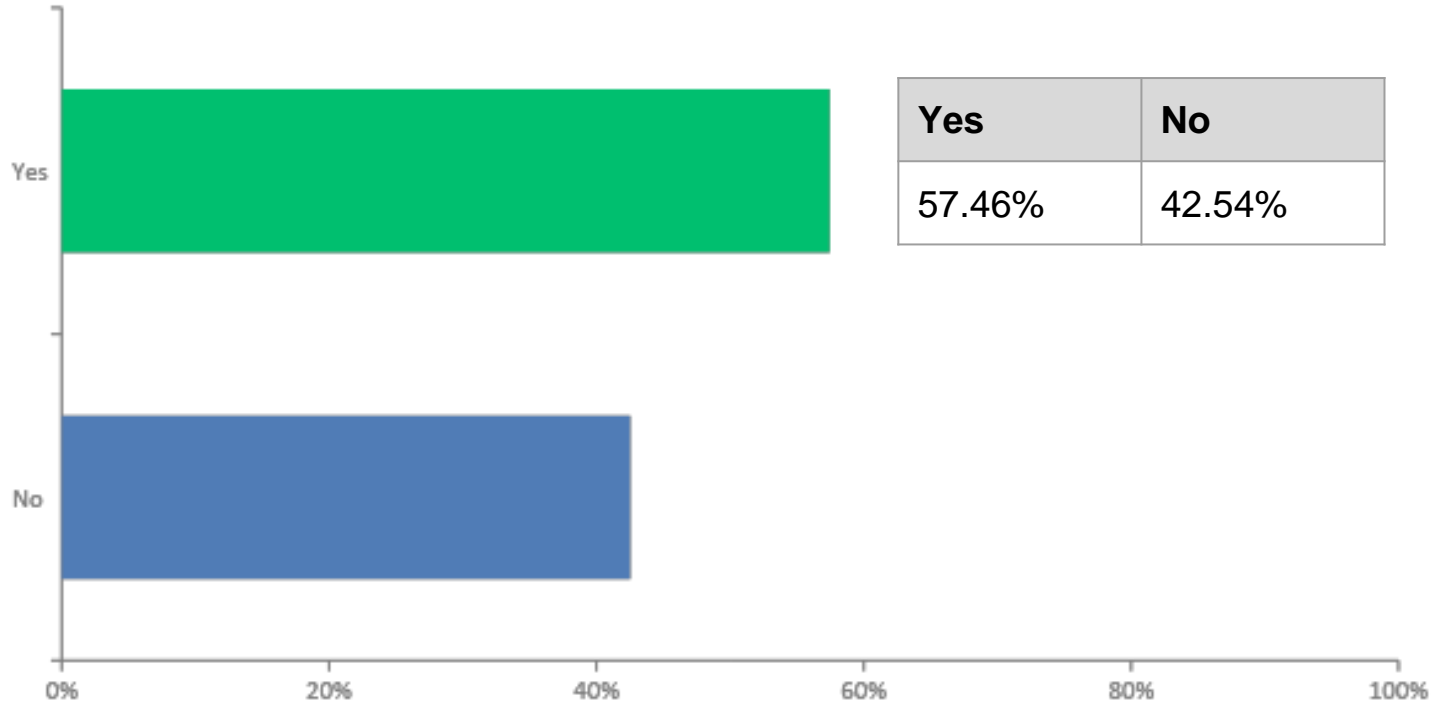
Should we reconsider code limitations placed on circular driveways for a corner lot that connects two streets?



Answered: 268 Skipped: 6

Light Pollution

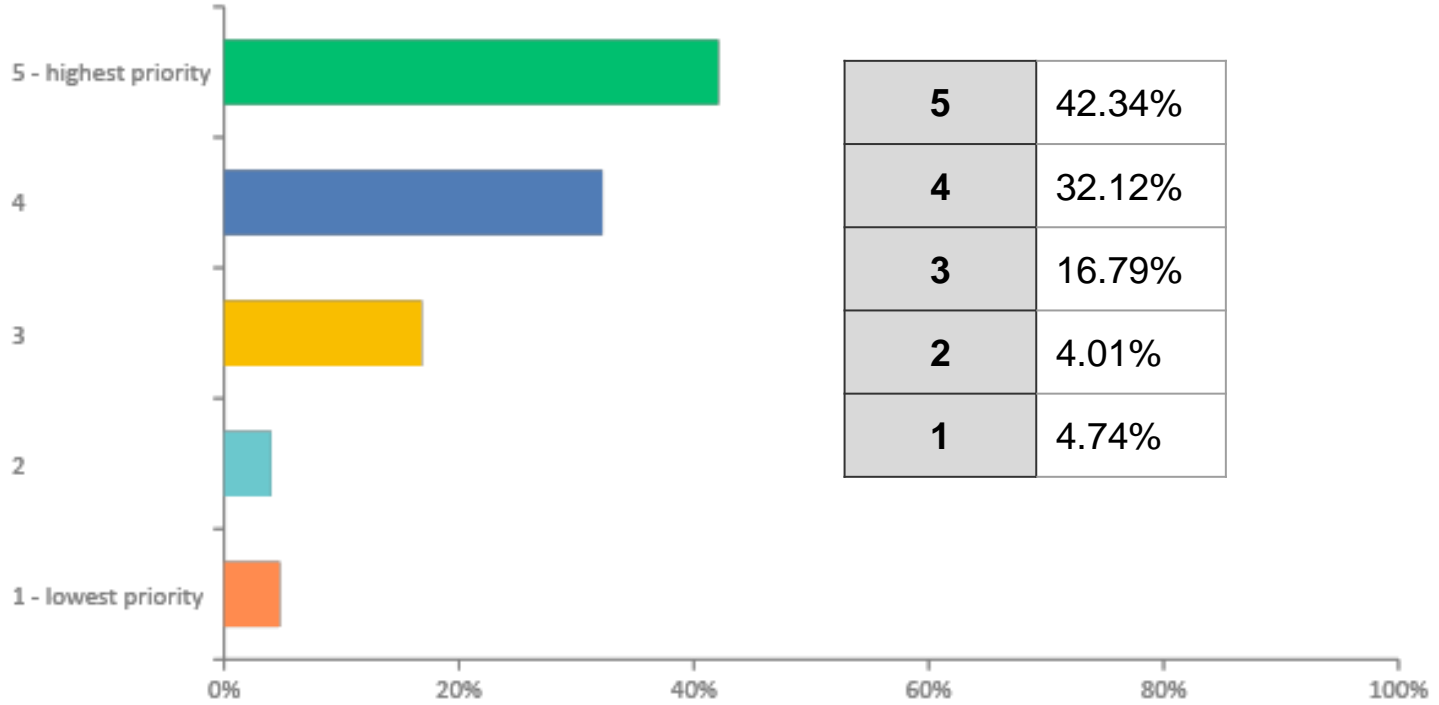
Should we examine some aspects of a Dark Sky initiative in our residential code that may include Exterior and Landscape Lighting?



Answered: 268 Skipped: 6

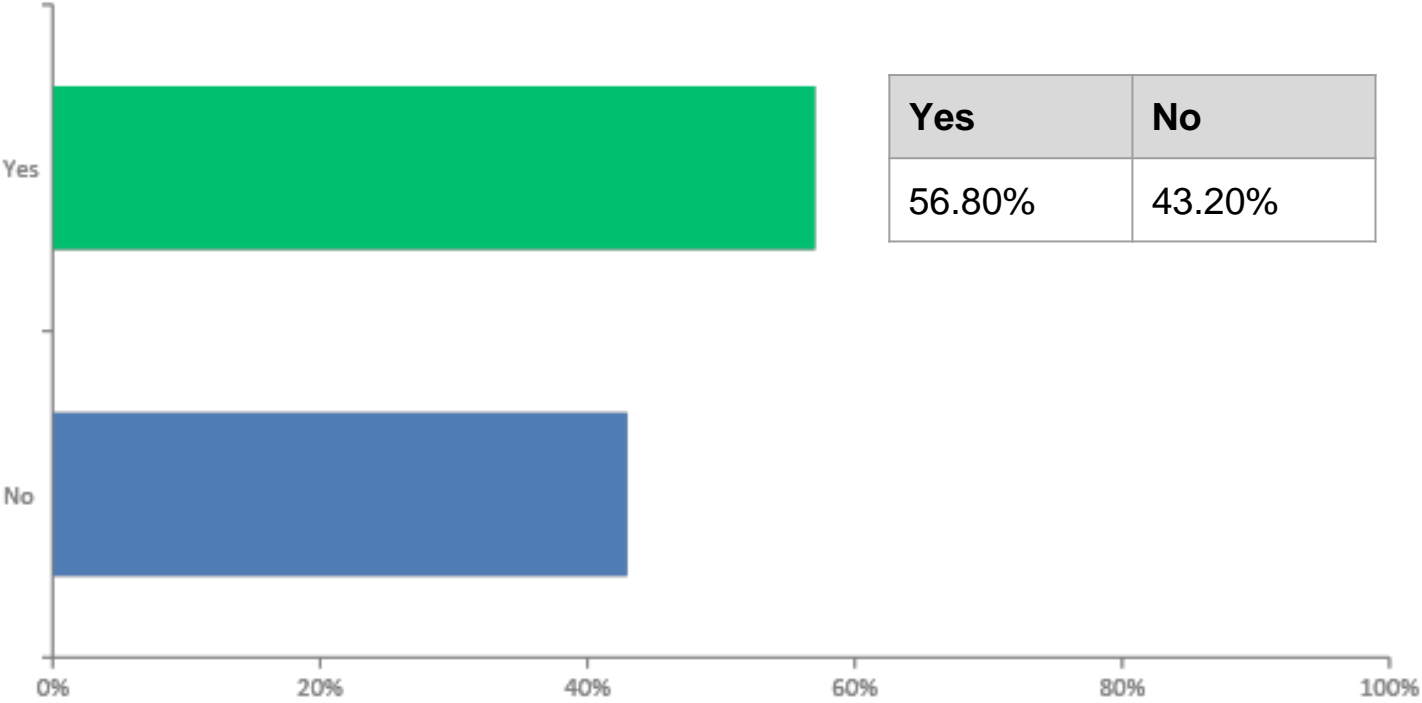
Trees

How much of a priority to you are the trees in Rollingwood on a scale of 1 to 5, with 5 being the highest priority?



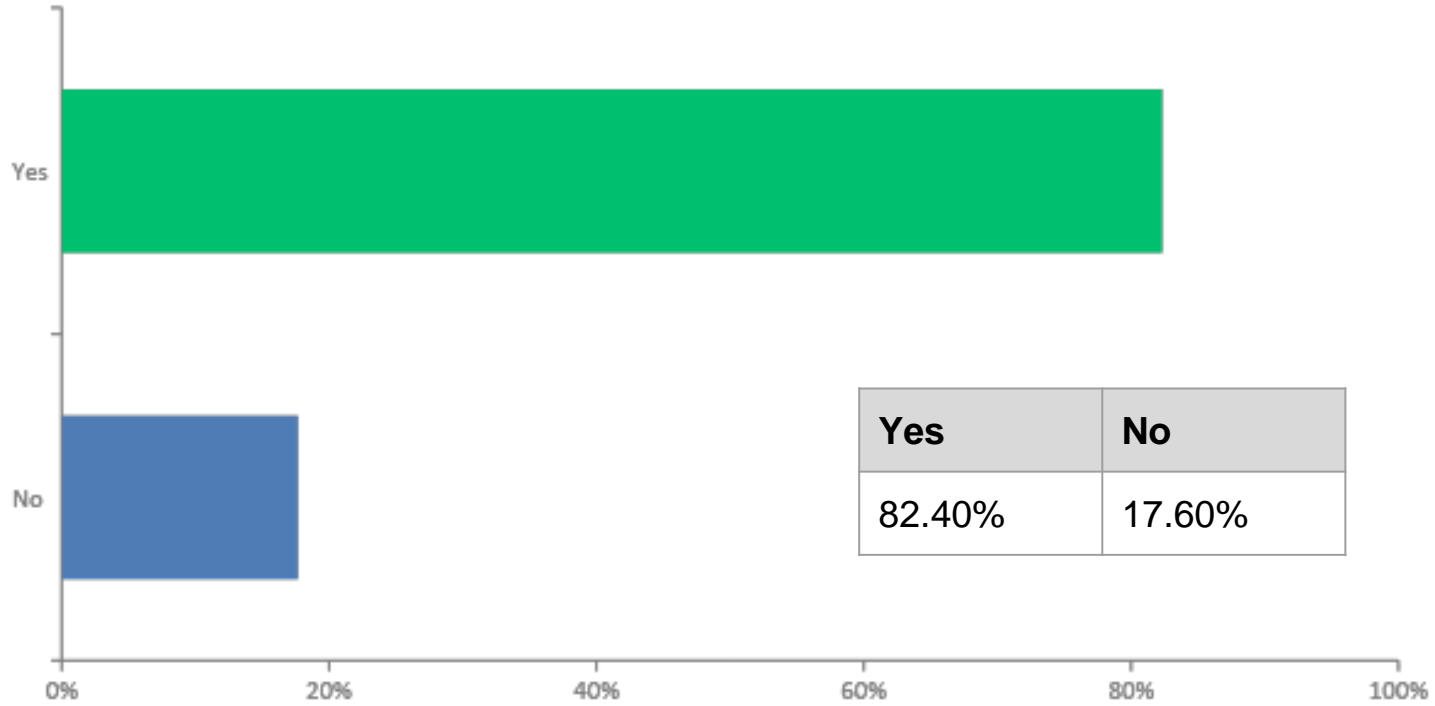
Answered: 274 Skipped: 0

Is our current tree ordinance doing enough to save protected and Heritage trees?



Answered: 250 Skipped: 24

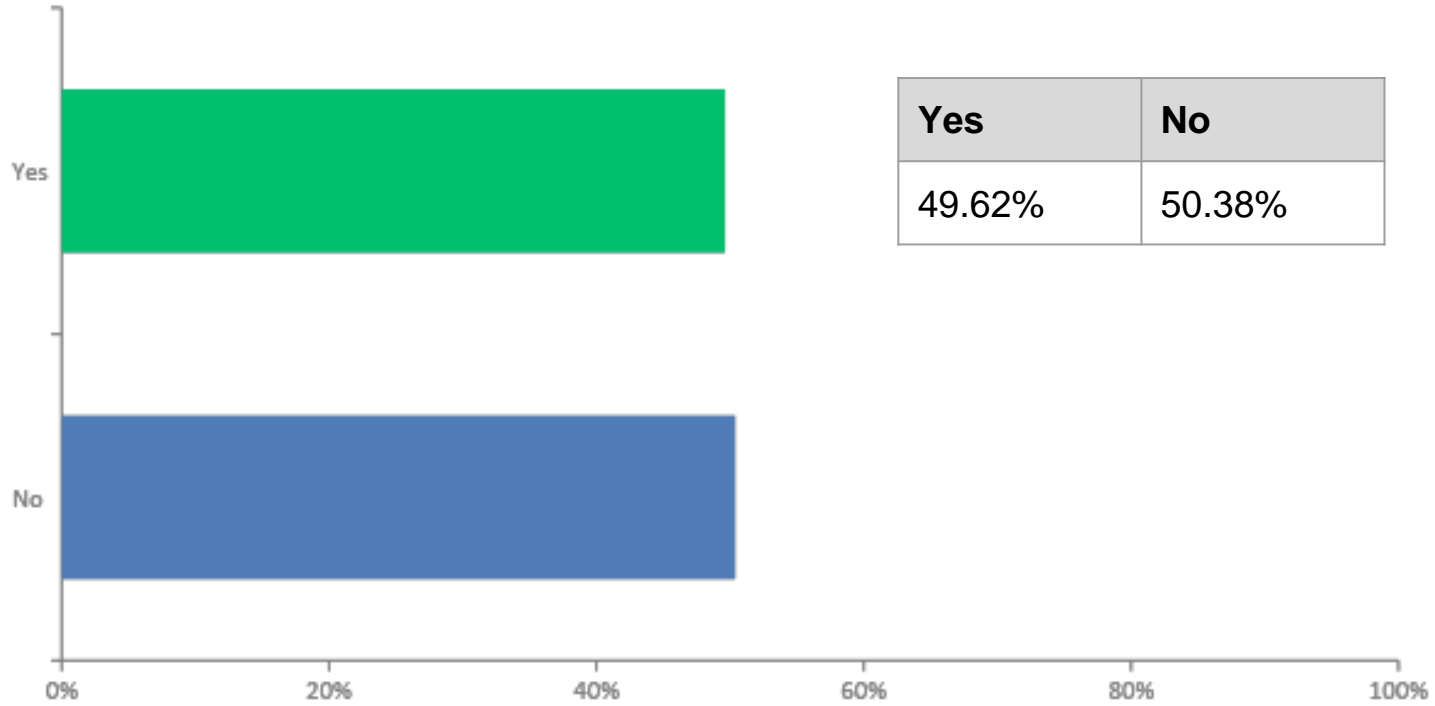
Should we consider a plan sponsored by the city, or private donations, to plant additional trees, with owner approval, in public ROW?



Answered: 267 Skipped: 7

Zoning by Topography

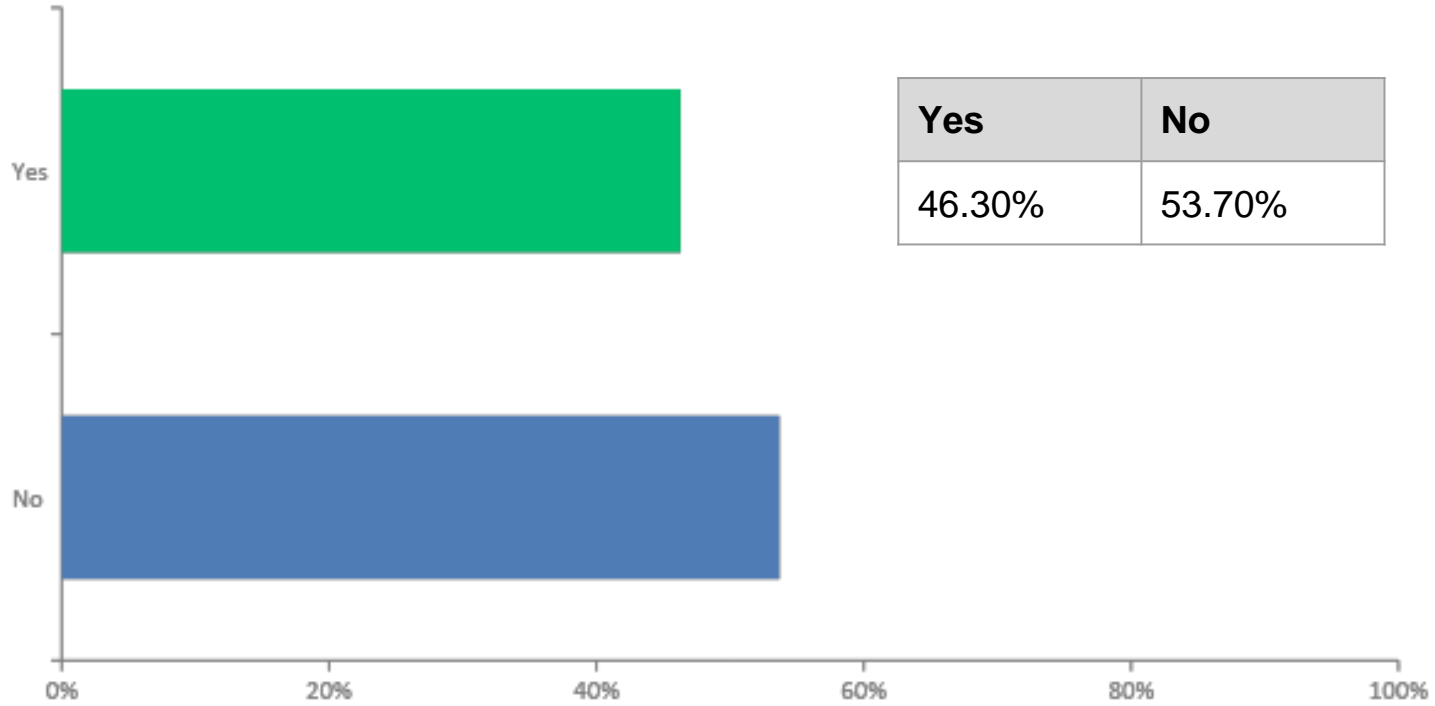
Q18: Should we consider the creation of special zoning districts for unusual lots?



Answered: 266 Skipped: 8

Fencing

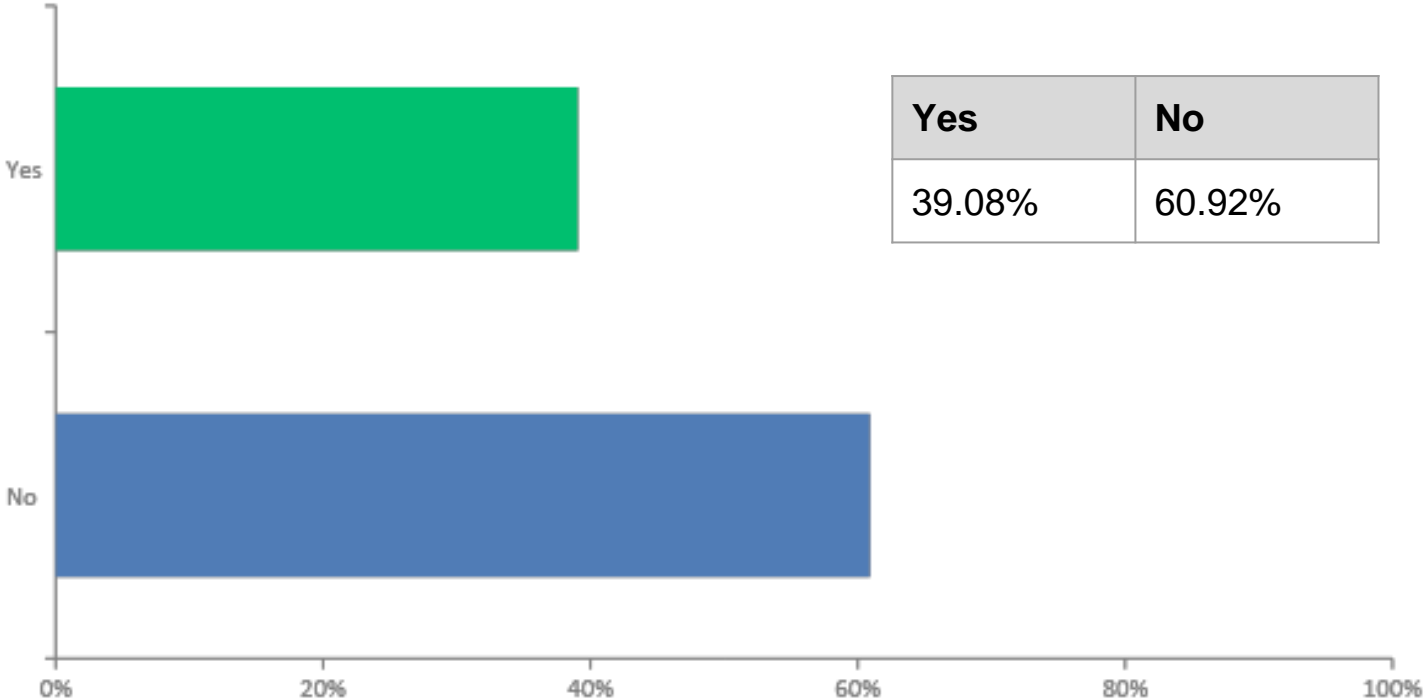
Q19: Should there be a height limit on side and backyard fences?



Answered: 270 Skipped: 4

Impervious Cover & Drainage

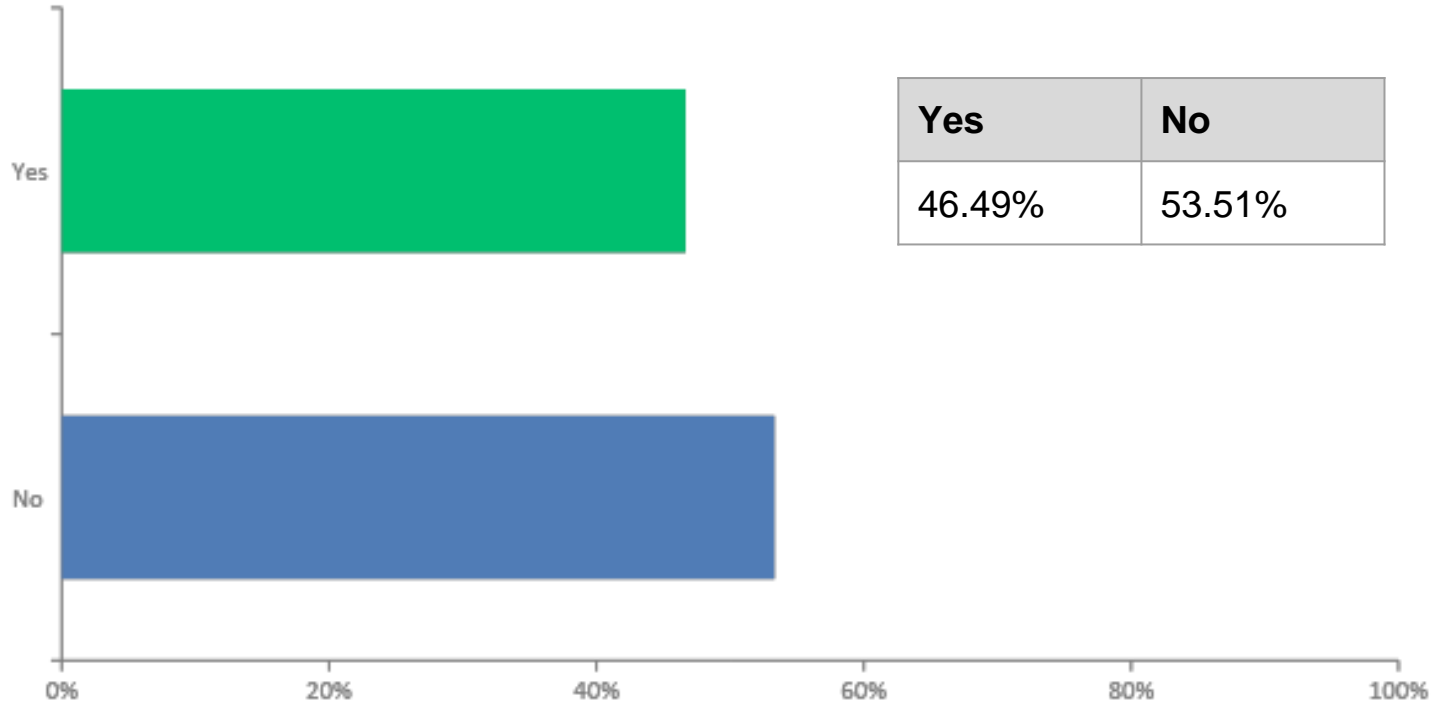
Q20: Should more be done to limit the amount of impervious cover on a building lot?



Answered: 261 Skipped: 13

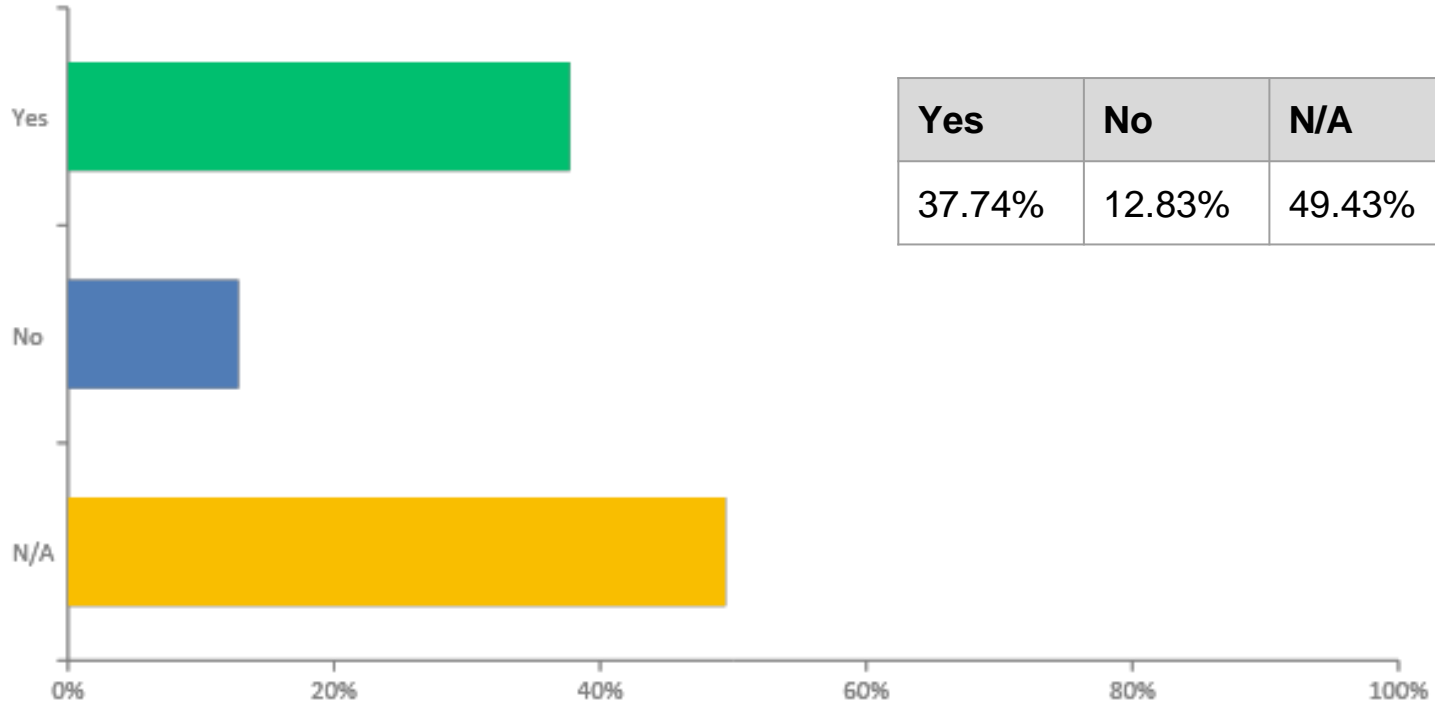
Building Processes & Permitting

Have you built or significantly remodeled a home in Rollingwood in the last 10 years?



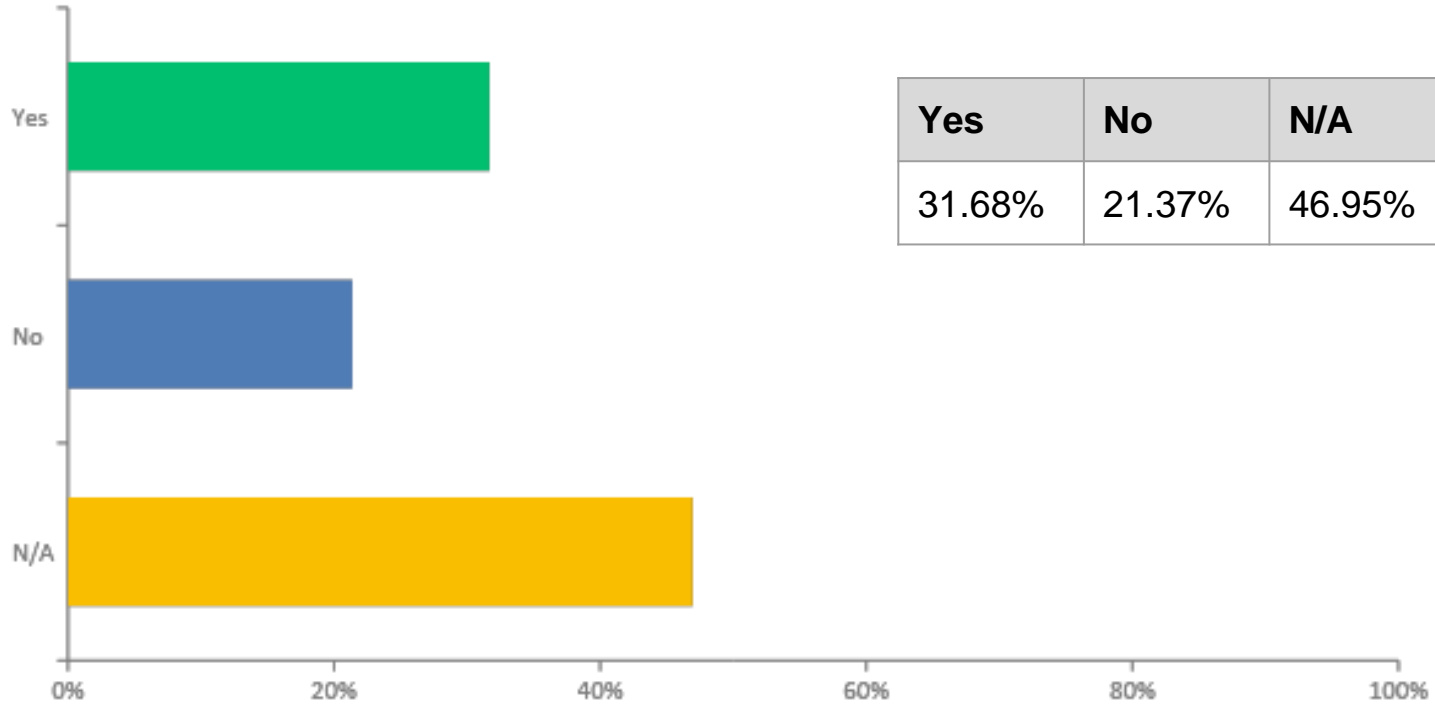
Answered: 271 Skipped: 3

Q22: Were the applicable building permit rules understandable?



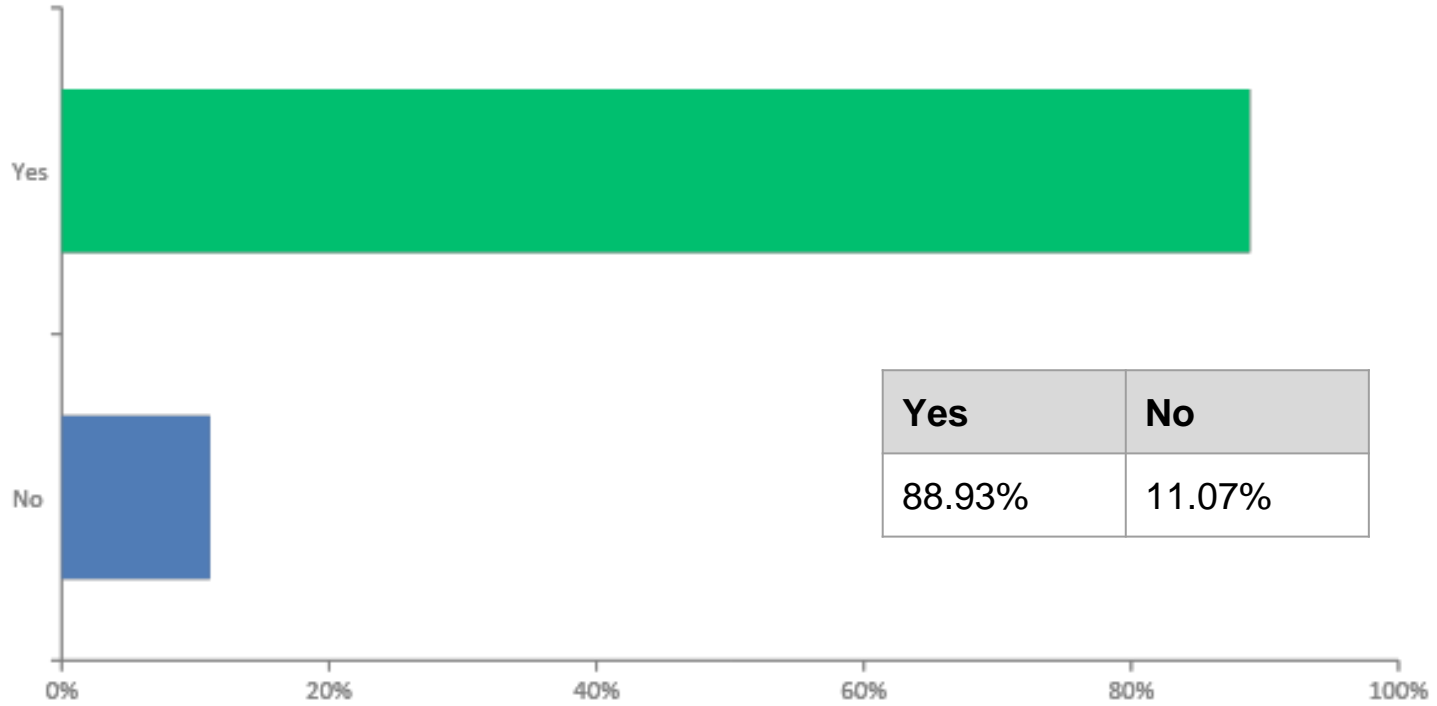
Answered: 265 Skipped: 9

Q23: Did you find working with the City easy and efficient? What if anything would you change?



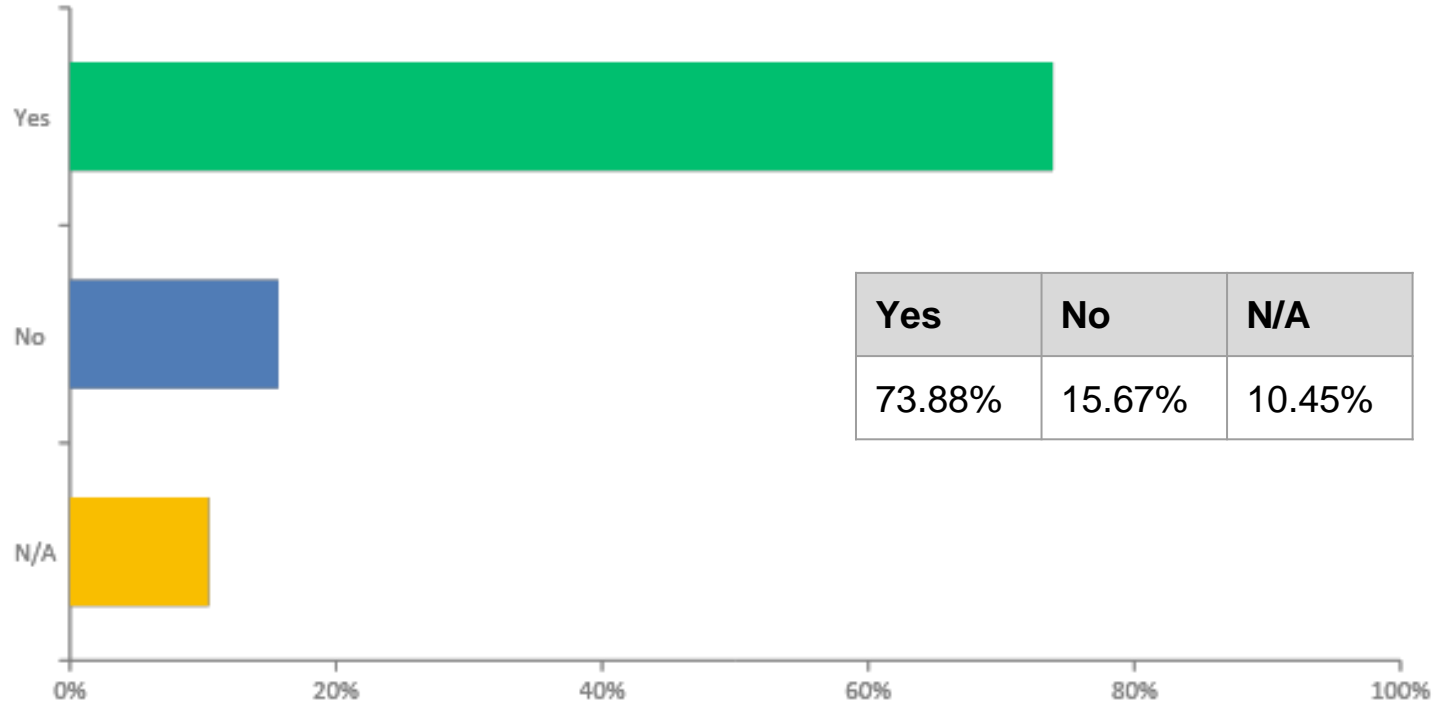
Answered: 262 Skipped: 12

Q24: Have you lived near a recent build?



Answered: 271 Skipped: 3

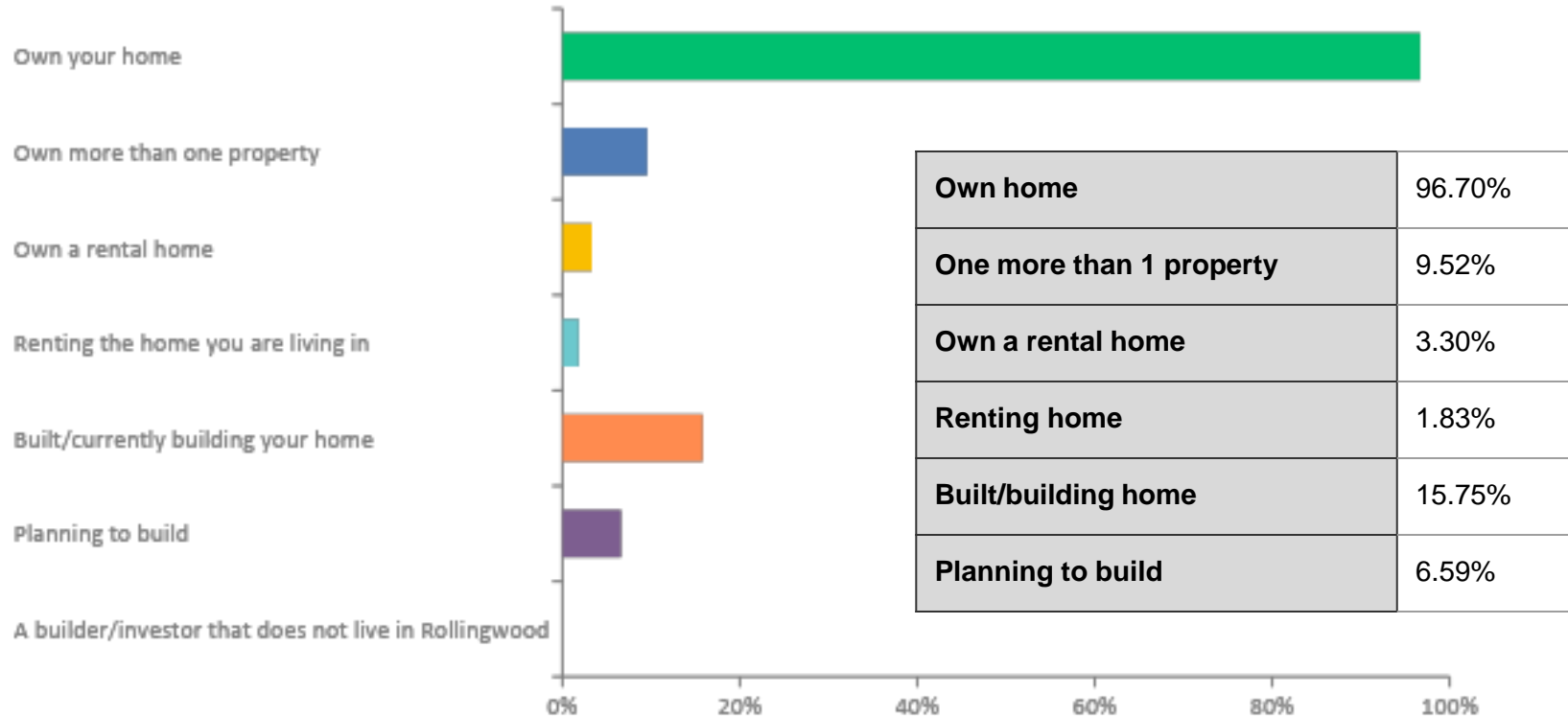
Did you receive adequate notice of the building permit?



Answered: 268 Skipped: 6

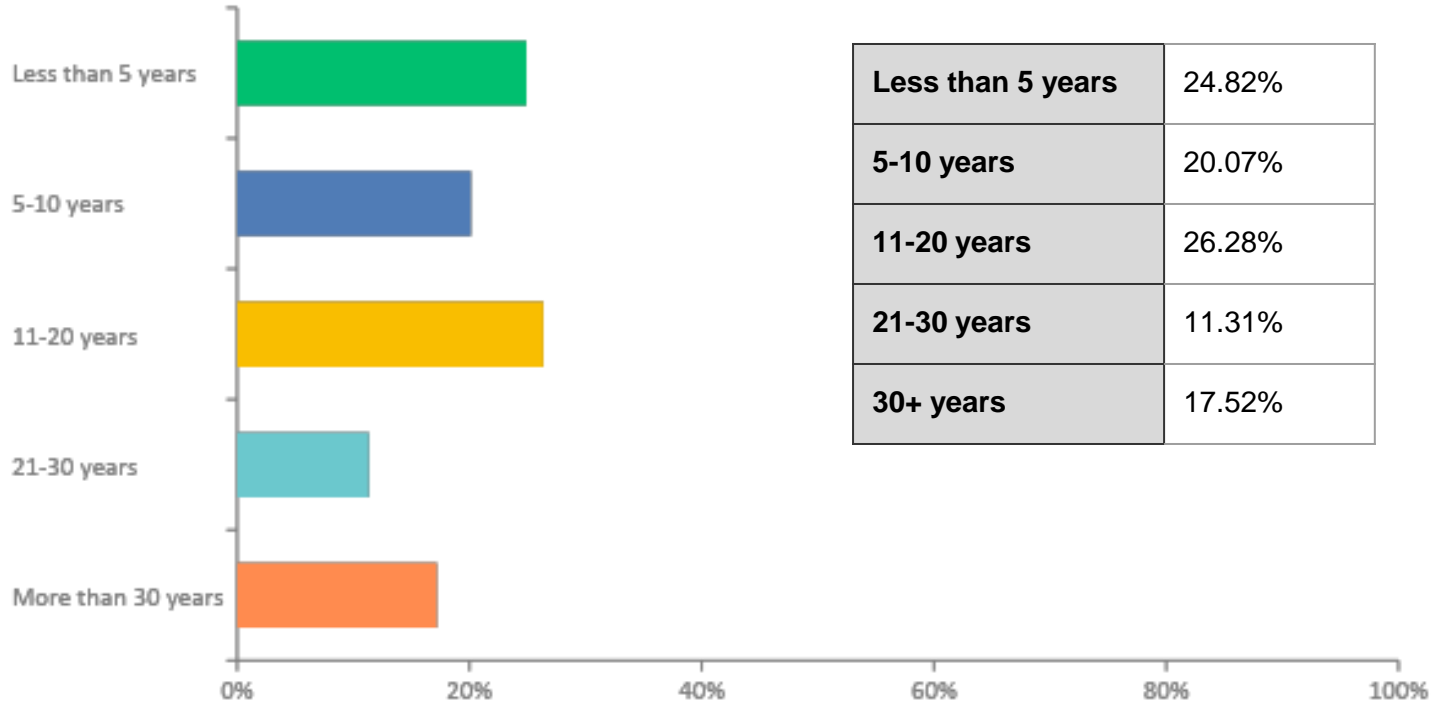
Respondent Demographics

Please check any that apply to you in Rollingwood.



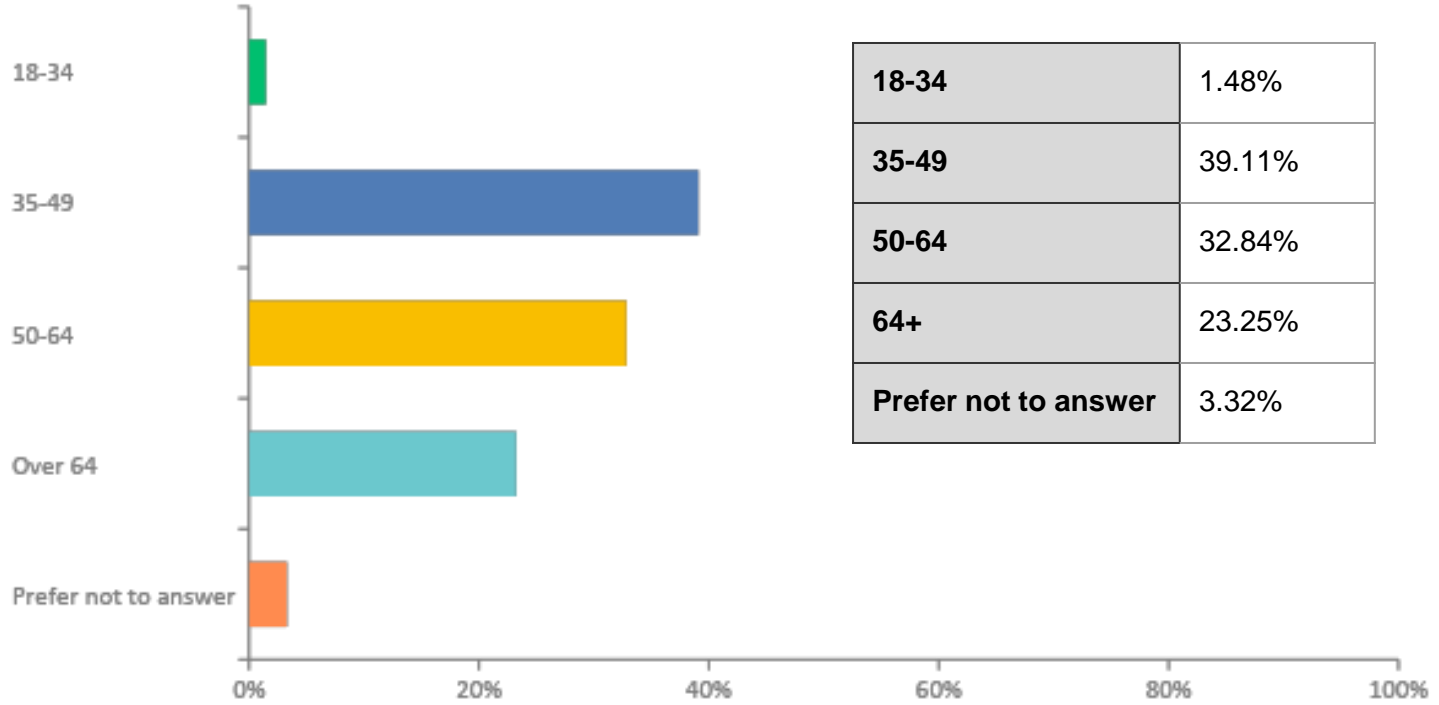
Answered: 273 Skipped: 1

How long have you lived in Rollingwood?



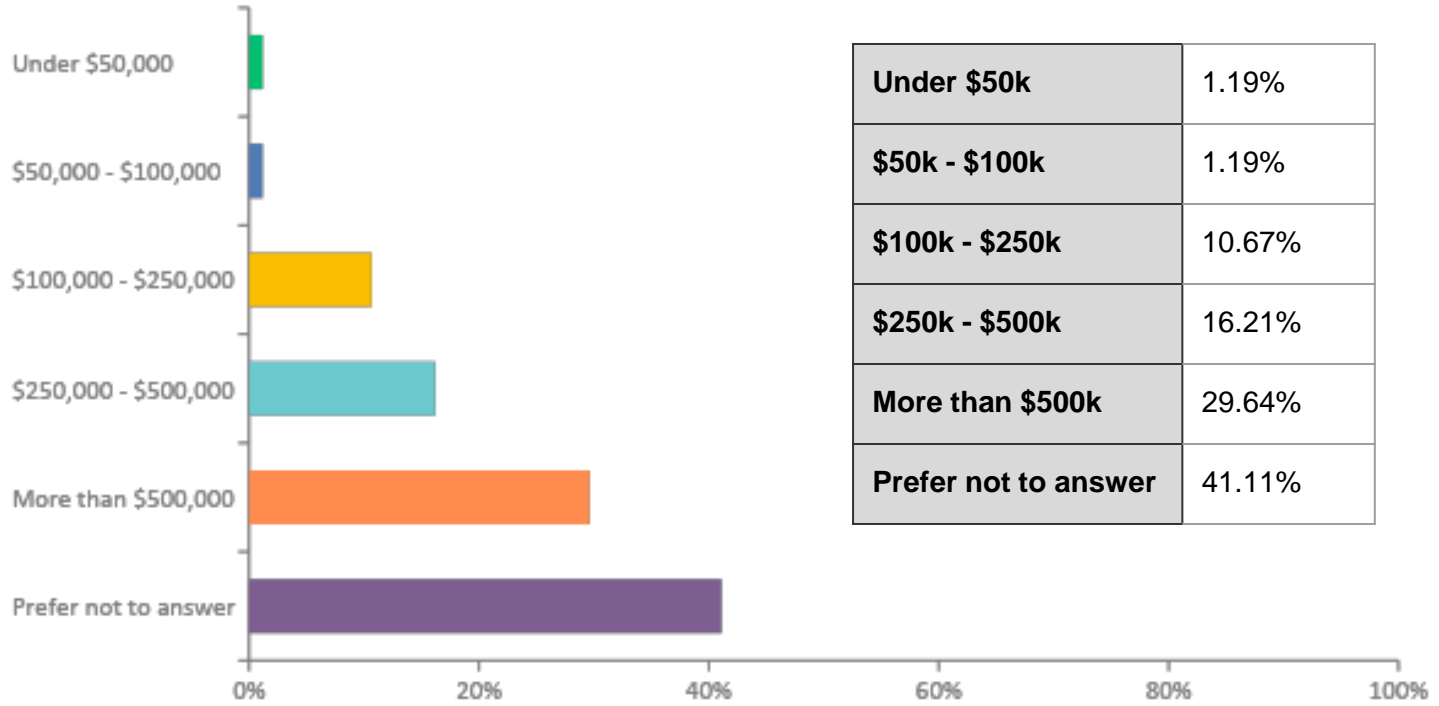
Answered: 274 Skipped: 0

How old are you?



Answered: 271 Skipped: 3

What is your annual household income?



Answered: 253 Skipped: 21