



CITY OF ROLLINGWOOD COMPREHENSIVE RESIDENTIAL CODE REVIEW COMMITTEE AGENDA

Tuesday, December 10, 2024

Notice is hereby given that the Community Development Corporation 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 December 10, 2024 at 5:00 PM. Members of the public and the Community Development Corporation may participate in the meeting virtually, as long as a quorum of the Community Development Corporation 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 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 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 12, 2024 CRCRC meeting

REGULAR AGENDA

- 3. Discussion and possible action on clarification regarding side-yard projections
- 4. Discussion regarding the December 4, 2024 Planning and Zoning Commission meeting
- 5. Discussion and possible action on the Planning and Zoning Commission's feedback regarding CRCRC's code enforcement recommendation
- 6. Discussion and possible action on the Planning and Zoning Commission's feedback regarding the CRCRC's drainage, impervious cover, and floor-area ratio (FAR) recommendation
- 7. Discussion and possible action on an amendment to the tree ordinance addressing the placement of new trees that are not intended as replacements for removed trees
- 8. Discussion and update on final CRCRC report

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 on Friday, December 6, 2024, at 5:00 p.m.

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 Community Development Corporation 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 12, 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 November 12, 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

Chair Dave Bench called the meeting to order at 5:00 p.m.

Present Members: Chair Dave Bench, Jay van Bavel, Thom Farrell, Duke Garwood, and Brian Rider

Also Present: Interim City Secretary Makayla Rodriguez and Development Services Manager Nikki Stautzenberger

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2. Discussion and possible action on the minutes from the October 22, 2024 CRCRC meeting

Brian Rider moved to approve the meeting minutes. Thom Farrell seconded the motion. The motion carried with 4 in favor and 1 abstention (van Bavel).

REGULAR AGENDA

3. Discussion and possible action on emails and letters to the CRCRC from October 22, 2024 to November 11, 2024

Interim City Secretary Makayla Rodriguez stated that there were no emails or letters received during the timeframe.

4. Update and discussion regarding the November 6, 2024 Planning and Zoning meeting

Chair Dave Bench discussed the previous Planning and Zoning Commission meeting. The CRCRC discussed the proposed segmenting concept and the current building height ordinance.

Chair Dave Bench discussed the desire to hold a workshop with a consultant to review the proposed building height methods. The CRCRC discussed next steps for the workshop and accessory buildings.

5. Discussion and possible action on a recommendation for drainage, impervious cover, and floor-area ratio (FAR)

Brian Rider gave an overview of the recommendation and discussed the changes made to the report.

Thom Farrell moved to approve and submit it to the Planning and Zoning Commission. Brian Rider seconded the motion.

Members of the CRCRC asked questions regarding the recommendation.

Chair Dave Bench discussed the recommendation to form another committee to review drainage and impervious cover.

The motion carried with 5 in favor and 0 against.

6. Discussion and possible action on a recommendation for building code enforcement

The CRCRC discussed the recommendation for code enforcement.

Thom Farrell moved to approve the recommendations. Brian Rider seconded the motion.

The CRCRC discussed changes to the recommendations.

Brian Rider amended the motion to edit 1, add terms Mayor and City staff to review current staffing levels, edit 2, add terms enforced effectively at the end. Thom Farrell accepted the amendment. The motion carried 5 with in favor and 0 against.

Chair Dave Bench stated that the item will go to the Planning and Zoning Commission.

7. Discussion and possible action on finalizing CRCRC business

The CRCRC discussed next steps for the committee. They discussed creating a summary document and future meetings.

ADJOURNMENT OF MEETING AND PUBLIC WORKSHOP

The meeting was adjourned at 5:37 p.m.

Minutes adopted on the _____ day of _____, 2024.

Dave Bench, Chair

ATTEST:

Makayla Rodriguez, City Secretary

12/10/24 CRCRC AND P&Z RECOMMENDATIONS ON ENFORCEMENT

The CRCRC considered including a question on ordinance enforcement in its late 2023 public survey but collectively decided that enforcement was outside of CRCRC scope even though “Ordinance Enforcement” is one of the items for address listed in the CRCRC charter. Still, various derivations of the word “enforcement” are mentioned unprompted 67 times in the 2023 survey comments spread among 46 of the survey’s 274 respondents. Of those, 14 enforcement comments are in response to the general survey question #2 “Do you think Rollingwood should consider changes to its building codes?”. Here respondents mostly commented on the need to better enforce current ordinances rather than change them or create new ones. Another 14 comments are directed at the common nuisances of construction: working outside of allowable hours; long standing empty houses; contractor parking; etc. Concerns about tree ordinance enforcement are mentioned 6 times. The remaining “enforcement” occurrences are scattered.

Given the number of unprompted comments identifying ordinance enforcement as a potential issue, the CRCRC makes these recommendations:

- 1) Review current resources to ensure that staff is being provided what’s needed to effectively enforce codes and ordinances and if not, take corrective action.
- 2) Ensure that the city contractor/consultants performance meets the requirements for effective and timely code enforcement and if not, take corrective action.
- 3) Set the penalties for ordinance violations to the maximum allowable and enforce them effectively.

We leave it to the mayor and City Staff in conjunction with recommendations from City Council to consider these recommendations and act on them as they see fit.