



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

**Tuesday, August 01, 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, August 01, 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=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](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 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 27, 2023 CRCRC meeting

**REGULAR AGENDA**

- 3. Discussion and possible action on emails and letters to the CRCRC from June 23, 2023 to July 27, 2023
- 4. Update on City Council action regarding the CRCRC
- 5. Discussion and possible action on number of members of the CRCRC
- 6. Discussion and possible action on CRCRC membership recommendation to City Council
- 7. Discussion and possible action on the CRCRC survey
- 8. Discussion and possible action on CRCRC process document
- 9. 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](http://www.rollingwoodtx.gov) at **5:00 p.m.** on **July 28, 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, June 27, 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, June 27, 2023 at 5:00 p.m. 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 Ryan Clinton called the meeting to order at 5:10 p.m.**

**Present Members:** Dave Bench, Duke Garwood, Jeff Marx, Ryan Clinton, Alex Robinette (virtually), and Thom Farrell (virtually)

**Also Present:** City Administrator Ashley Wayman, City Secretary Desiree Adair, and Council Member Phil McDuffie

### **PUBLIC COMMENTS**

There were no public comments.

### **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 13, 2023 CRCRC meeting

**Dave Bench moved to approve the minutes from the June 13, 2023 meeting. Duke Garwood seconded the motion. The motion carried with 6 in favor and 0 against.**

**REGULAR AGENDA**

*Vice Chair Ryan Clinton pulled up item 6 at this time.*

- 3. Discussion and possible action on CRCRC emails and letters from June 8, 2023 to June 22, 2023  
Jeff Marx mentioned that a tabulation of the emails and letters is now in the document center.

*Vice Chair Ryan Clinton moved on to item 5 at this time.*

- 4. Update on City Council action and responses to CRCRC questions

City Secretary Desiree Adair updated the CRCRC on City Council action and responses to CRCRC questions regarding scope, timeline, survey, and email distribution from the June 21, 2023 City Council meeting.

*Vice Chair Ryan Clinton returned to item 6 at this time.*

- 5. Discussion of Potential Height Framework Concept

Vice Chair Ryan Clinton explained the proposed hybrid framework for managing residential heights including sloped and flat lots, maximum height, reference point, and the “tent”.

The CRCRC discussed the framework, consensus of the community, code enforcement, height along the setbacks, an eave height restriction, combination of FAR and height, roof types, and further research into the tent concept.

Chair Thom Farrell discussed the history of the current height ordinance. The CRCRC discussed the City of Austin’s ordinances regarding height and tenting.

The CRCRC discussed finding a process, endpoint, and promotion of the survey.

- 6. Discussion regarding the first draft of the CRCRC Survey

Alex Robinette discussed the citizen input from emails. The subcommittee is looking forward to feedback on the draft of the survey. She discussed building height, floor to area ratio (FAR), number of stories, light pollution, and trees.

Thom Farrell and Dave Bench discussed the survey questions regarding code enforcement.

*Vice Chair Ryan Clinton called up item 4 at this time.*

*The CRCRC continued with item 6 here.*

The CRCRC began to discuss the draft survey questions in order. Vice Chair Ryan Clinton discussed biased and leading questions, actionable answers, survey fatigue, and specific questions. He proposed coming back with another draft that he would provide.

The CRCRC discussed the number of surveys, direction from Council, community input, timing of the survey, actionable information from the survey, using open ended responses, the survey from the Strike Force, the project action plan, community pushback, survey fatigue, inclusivity, specific

directed questions, expertise in subject areas, intersection between topics, comments after survey questions, and interpretation of survey responses.

Chair Thom Farrell discussed that he will work on a write up on the subject of non-conformance.

Jeff Marx proposed to step off of the survey subcommittee and invited Ryan Clinton to join the survey subcommittee.

Vice Chair Ryan Clinton discussed stepping off of the committee after tonight’s meeting.

Jeff Marx provided feedback on specific questions in the overview and dark sky sections that he felt were biased or leading. He suggested providing a supporting document with both perspectives and allowing the survey to stand alone.

The CRCRC attempted next steps with regards to the survey.

Mary Elizabeth Cofer, 3306 Gentry Drive, stated her respect and would like for Ryan Clinton to stay on the Committee.

*Vice Chair Ryan Clinton moved to item 3 at this time.*

- 7. Discussion and possible action regarding a plan to analyze results from past surveys and proposed CRCRC survey

The CRCRC did not discuss this item.

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

The CRCRC proposed adding an agenda item regarding an action plan for the process and overall project.

**ADJOURNMENT OF MEETING AND PUBLIC WORKSHOP**

The meeting and public workshop was adjourned at 7:09 p.m.

**Minutes Adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.**

\_\_\_\_\_  
**Thom Farrell, Chair**

**ATTEST:**

\_\_\_\_\_  
**Desiree Adair, City Secretary**

**From:** Deets <djust30287@aol.com>

**Sent:** Monday, July 10, 2023 1:46 PM

**To:** Comprehensive Residential Code Review Committee <CRCRC@rollingwoodtx.gov>

**Subject:** Spreadsheet of Resident Emails--Table One

In reviewing the referenced spreadsheet, I noticed that I was listed as a "maybe" regarding potentially changing the 35 foot height limitation on homes.

I firmly support the current 35 foot height limitation and do not want to see it changed.

Please modify the comment next to my name to reflect my support of the current height limit .

I appreciate the time and effort of the committee.

Thank you.

Deets Justice

## Desiree Adair

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**From:** Dave <dcbench@usermail.com>  
**Sent:** Thursday, July 27, 2023 2:07 PM  
**To:** Desiree Adair  
**Subject:** Persons Interested in Being on CRCRC

Hi Desiree.

As requested:

Amy Pattillo  
Barry Delcambre  
Frank Fernandes  
Arun Natesan

Thanks....Dave



## Desiree Adair

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**From:** Rollingwood Texas <rollingwood-tx@municodeweb.com>  
**Sent:** Monday, July 24, 2023 4:25 PM  
**To:** Desiree Adair  
**Subject:** Form submission from: Application for Boards and Commissions

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Submitted on Monday, July 24, 2023 - 4:24pm

Submitted by anonymous user: 24.55.59.137

Submitted values are:

Name Amy Pattillo  
Street Address 3 Rock Way Cove  
Home Phone Number 5126339571  
Cell Phone Number 5126339571  
E-mail amyjpattillo@gmail.com

## Employment

Employer AvecMode LLC  
Occupation COO  
Business Address 3 Rock Way Cove

## Qualification for Boards and Commissions

Are you a United States Citizen? Yes  
Are you eighteen (18) years of age or older? Yes  
Are you a registered voter of the City? Yes  
How long have you been a resident of Rollingwood? 18 years  
Have you resided continuously in the state for twelve (12) months immediately preceding today's date? Yes  
Have you resided continuously in the City of Rollingwood for six (6) months immediately preceding today's date? Yes  
Have you been determined by a final judgment of a court exercising probate jurisdiction to be: (A) totally mentally incapacitated; or (B) partially mentally incapacitated without the right to vote? No  
Have you been finally convicted of a felony from which you have not been pardoned or otherwise released from the resulting disabilities? no

## Experience

Please give a brief resume, including education, past employment, any special background or qualifications you have for service on Rollingwood Boards and Commissions. Use attachments if necessary. see attached Upload Resume (Optional) [amypattillo\\_cv\\_07-24-2023.pdf](#)  
If appointed by the Rollingwood City Council, on which Board(s)/Commission(s) would you be willing to serve?

- Planning and Zoning

Previous Service? Yes

If yes, which board or commission and how long? Rollingwood City Council & Parks Commission

## Preferences

Please state why you wish to serve the City of Rollingwood as a member of one of the Boards and Commissions. I would like to serve in the community.

The results of this submission may be viewed at:

<https://www.rollingwoodtx.gov/node/3451/submission/2679>

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**Amy J. Pattillo**  
attorney512.633.9571  
amy@amypattillo.com

- Professional Experience** **AvecMode LLC**, Austin, TX  
Chief Operating Officer, *August 2021-present*
- Amy J. Pattillo, attorney**, Rollingwood, TX  
Sole Practitioner, *2003-present*
- Community Experience** CAMPO Transportation Policy Board, Travis County Appointee, *2021-present*  
Executive Advisory Board, Friends of the Children Austin, *2017-present*  
Travis County Citizen Bond Advisory Committee, *2023*  
Member, Vox Veniae, Austin, TX *2012-present*  
Member, Rollingwood Women's Club  
Council Member, City of Rollingwood, TX, *2013-2015 & 2018-2021*  
Ex Officio Board Member, Westlake Chamber of Commerce, *2019-2021*  
Travis County Small Cities Appointee to the CAMPO TAC, *2017-2021*
- Licenses** State Bar of Texas  
Registered U.S. Patent Attorney
- Certifications** Certified Information Privacy Professional/United States (CIPP/US)  
Certified Information Privacy Manager (CIPM)
- Education** **Baylor University School of Law**, Waco, TX  
J.D., *August 2003*  
- Law Review, magna cum laude, academic scholarships
- The University of Texas at Austin**, Austin, TX  
B.S. in Electrical Engineering, *May 1997*

**OVERVIEW**

The Comprehensive Residential Code Review Committee (CRCRC) was created to gather public opinion in response to recent building trends and to evaluate Rollingwood’s aging building codes for current fitness. This survey will dig into code related issues and attempt to assess the public’s appetite for change, if any. Its focus is driven by over 75 recent constituent emails and by responses from the 2021 Comprehensive Plan Taskforce survey. After reviewing the results of this survey, the committee will analyze and discuss options before presenting them back to the public for further review.

Thank you for your thoughtful participation.

Q1: Are you generally comfortable with the trend of new construction in Rollingwood?  
Please mention what you do and/or don’t like about building trends, be specific.

Yes No

Comments

Q2: Do you think Rollingwood should consider changes to its building codes?  
Please mention what you do and/or don’t like about building codes, be specific. If you are not sure, the rest of the survey may help clarify current codes.

Yes No Need more info

Comments

**BUILDING HEIGHT**

**Sec. 107-71. - Maximum permissible height**  
*No portion of any building or structure (except a chimney, attic vent, lightning rod, or any equipment required by the city building code) may exceed 35 feet in height. Except as may be required by applicable codes, no chimney, attic vent, lightning rod or required equipment may extend more than three feet above the highest point of the following: the coping of a flat roof, the deck line of a mansard roof, or the gable of a pitched or hipped roof.*

Q3: Is Rollingwood maximum residential building height:

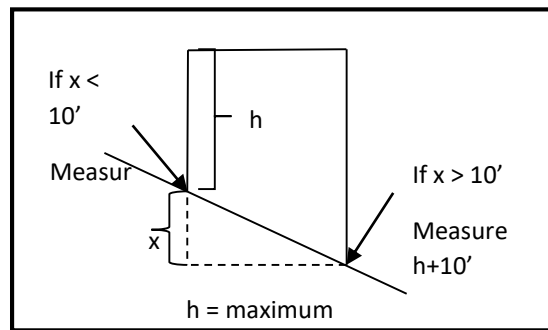
Too high Not high enough About right

Comments:

Rollingwood's recently revised (5-17-23) code measures building height as follows:

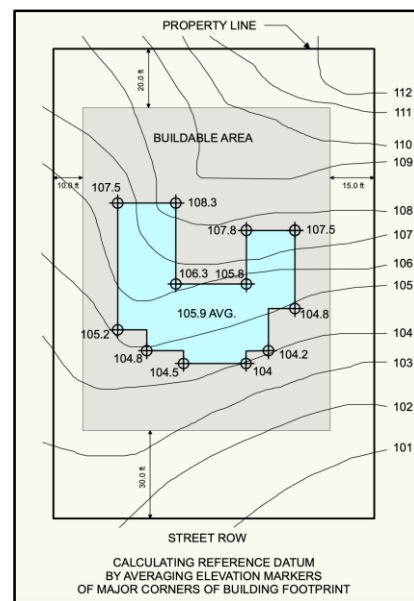
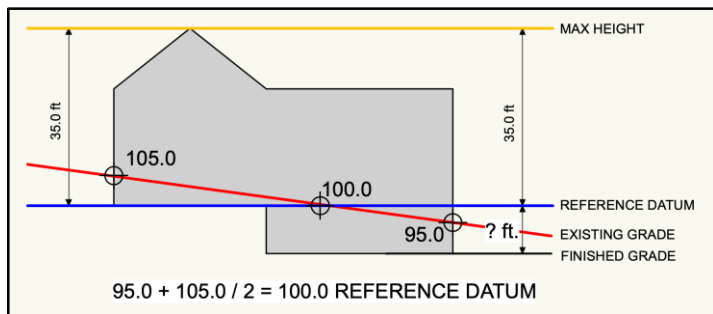
*Building height, residential, means the vertical distance above a **reference datum** measured to the highest point of the building. The **reference datum** shall be selected by either of the following, whichever yields a greater height of the building:*

1. *The elevation of the highest adjoining original native ground surface to the exterior wall of the building when such original native ground surface is not more than ten feet above the lowest adjoining original native ground surface; or*
2. *An elevation of ten feet higher than the lowest adjoining original native ground surface when the highest adjoining original native ground surface (described in subsection (1) of this section) is more than ten feet above lowest adjoining original native ground surface-*
3. *The original native ground surface shall be determined as the existing grade on the lot prior to development of the residential building as may be shown on approved building plans or survey of the property.*

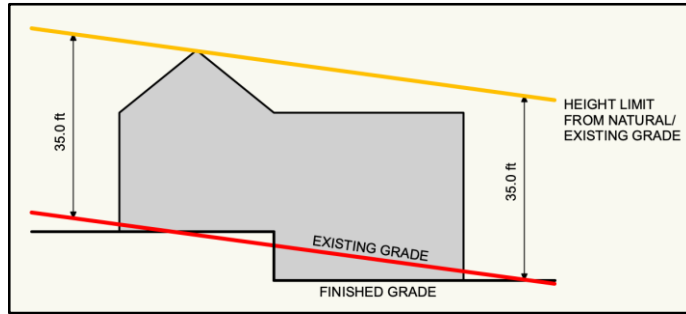


This measurement approach was adopted in the 1980's when the public desire for higher ceilings drove a change to the measurement process. It has resulted in the building of some exterior walls that measure upwards to 45 feet.

There are many ways to determine a **reference datum** to establish building height on a sloped lot, and many cities use either an average of the slope, or the average elevation of building footprint:



Another approach to managing buildable height is to not allow any part of a building to exceed the maximum height from a parallel line to existing grade:



Q4: Should we look at alternate ways to calculate the **reference datum** to establish building height measurements?

Yes

No

Need more info

Comments:

Q5: Should we measure the maximum height of a home with a flat roof differently from one with a pitched roof?

Yes

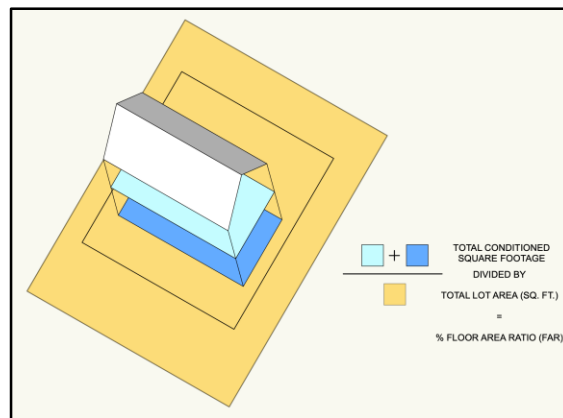
No

Need more info

Comments:

### FAR

The Floor to Area Ratio (FAR) of a building is a measure of a building's mass relative to its lot size, and can reveal the built intensity of a property. It is calculated by dividing the total square footage of the home by the square footage of the lot.



The ratio of building footprint to lot size is another way to measure what percentage of a lot is occupied by a building.

Q6: Should we consider adding FAR and/or building footprint to lot size ratio to Rollingwood's building code?

Yes

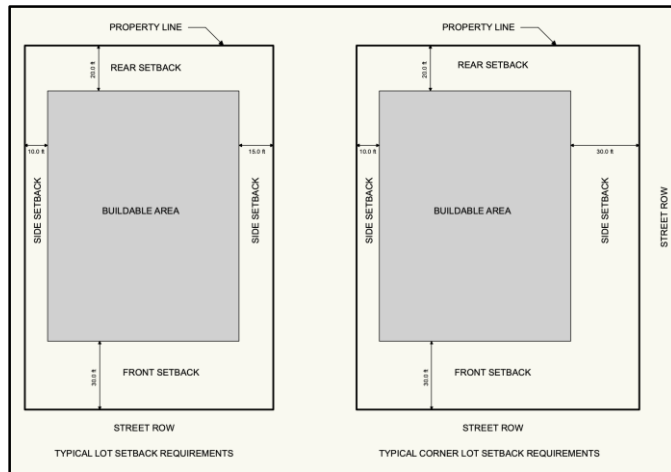
No

Need more info

Comments:

### SETBACKS

A building setback is the distance (measured in feet) a house or structure must be from the front, side, and rear property lines.



The setback requirements in Rollingwood are:

- Front - 30ft plus 10ft right-of-way (ROW)
- Side – min. 10 ft. with a cumulative minimum requirement of 25 feet
- Corner lots, street facing side - 30ft plus 10ft right-of-way (ROW)
- Rear - 20ft., including pools (but not pool decking)

Q7: Are Rollingwood's current setbacks:

Too large

Too small

About right

Comments:

A recently passed (4-5-23) amendment to Rollingwood's residential building ordinances sets limits on projections into setbacks, as follows: roof overhangs may encroach into front and rear yard setbacks up to 5 feet, and into side yard setbacks up to 33% of their maximum width. Projections that include chimneys and bay windows may encroach only 2 feet into setbacks on all sides. Prior to this amendment, the code excepted these types of building extensions from setback limits, thus allowing unlimited encroachment of projections into setbacks.

Q8: Are the setback projection limits described above:

Too much  
Comments:

Too little

About right

Residents have written emails about the impacts of buildings along the setbacks including:

- Building to the allowable max. height of 35ft., and up to 45ft. on sloped lots;
- Building along the entire length of setbacks, including to the max. height;
- Minimal side articulation by building flat walls and roof without variation or changes in building form or material;
- Foundation Height - allowable to any height within overall maximum building height

Q9: Should we consider any limitations on what can be built along a setback?

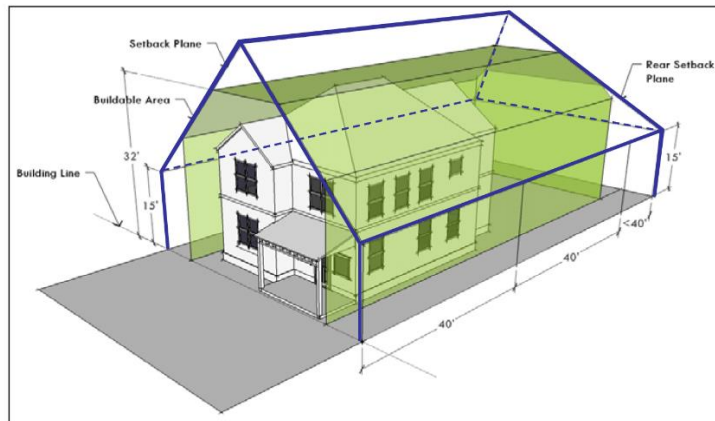
Yes

No

Need more info

Comments:

Like building heights and setbacks, buildable area can be restricted using a set of angled plane geometric constraints known as “tenting”. Tenting serves as the core basis for city of Austin’s ordinances whose intent is to harmonize new development with existing residences.



Q10: Should we develop a set of “tenting” rules for Rollingwood that restrict building height along a setback?



Yes

No

Need more info

Comments:

**NUMBER OF STORIES**

Rollingwood has a few 3 and 4 story homes that are built, or in permitting, some with an additional rooftop lookout, still within the maximum allowable height requirements. Some residents have asked for a limit on the number of stories.

Q11: Should we limit the number of allowable stories

Yes - limit residences to \_\_\_\_\_ stories

No - no limit to the number of stories provided that the residence meets all other code requirements

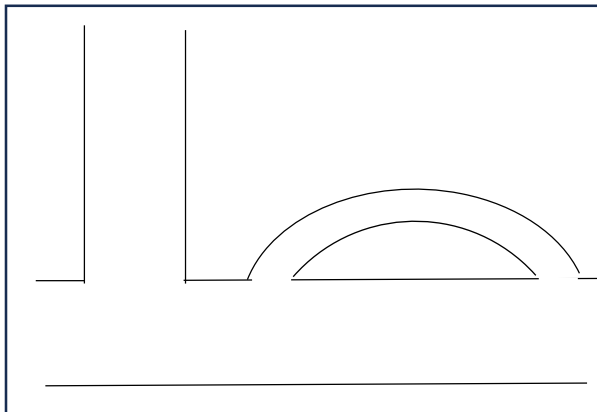
Need more info

Comments:

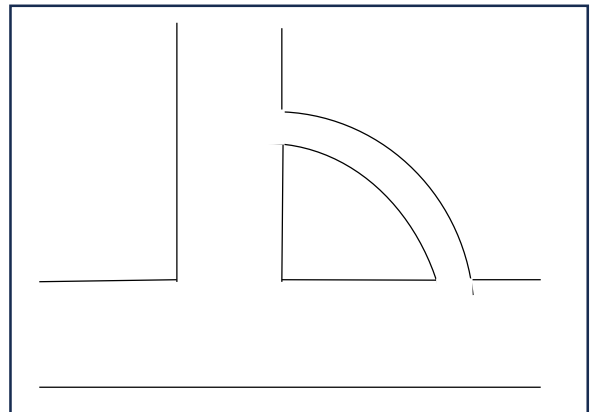
**CIRCULAR DRIVEWAYS**

The current code allows for a circular driveway provided that both driveway ends terminate on the same street. A driveway that cuts across corner lots from one street to the intersection street is not allowed.

Some residents who live on the corners of busy intersections are concerned that they do not have the latitude to design a driveway that provides the safest means for their driver-age children or their guests to enter or exit.



OK



NOT OK

Q12: Should we reconsider code limitations placed on driveways in general and the rule that disallows a corner lot circular driveway that connects two streets in particular?

Yes

No

Need more info

Comments:

**LIGHT POLLUTION**

A number of respondents from the Comprehensive Plan Task Force, as well as recent emails to CRCRC, have indicated an interest in some codified lighting standards to reduce light pollution and trespass (when lights from one property are cast into another).

The International Dark Sky Association, along with the Illuminating Engineering Society of North America, designed a Model Lighting Ordinance (MLO) template to help municipalities develop outdoor lighting standards according to the sensitivity of the area, as well as accommodating community intent.

Q13: Should we examine some aspects of a Dark Sky initiative in our residential code that may include Exterior and Landscape Lighting, etc.?

Yes

No

Need more info

Comments:

**TREES**

**Rollingwood passed a tree ordinance in February 2019. Its PURPOSE states:**

*The tree code regulations protect the health, safety, and general welfare of the citizens of the city. In doing so, the appearance of the city is enhanced and important ecological, cultural, and economic resources are protected for the benefit of the city's residents, businesses, and visitors.*

Q14: How much of a priority to you are the trees in Rollingwood on a scale of 0 to 5, with 5 being the highest priority?

0    1    2    3    4    5

Q15: Is our current tree ordinance doing enough to save protected trees?

Yes

No

Need more info

Comments:

Q16: Should we consider a plan sponsored by the city, or private donations, to plant additional trees, with owner approval, in public ROW (refer to setback graphic above)?

Yes

No

Comments:

**ZONING BY TOPOGRAPHY**

Rollingwood has a complex topography that affects lot types, lot shapes, right of way restrictions, drainage concerns, adjacencies to natural areas and creek frontage, and heritage trees. Yet, all lots have the same rules, i.e. setback limitations, building heights, drainage considerations, etc. Property owners with unusual lots have little recourse other than to address those requirements through appeal to the City Council or the Board of Adjustment.

Q17: Should we consider the creation of special zoning districts for unusual lots?

Yes

No

Need

Comments:

**FENCES**

There is no limit to the height of side and backyard fences. Front yard fences may not exceed 36 inches.

Q18: Should there be a height limit on side and backyard fences?

Yes

No

Comments:

**IMPERVIOUS COVER / DRAINAGE**

Impervious cover is any type of human-made surface that doesn't absorb rainfall including: rooftops; patios; driveways, paved and unpaved; sidewalks. The Texas Commission on Environmental Quality (TCEQ) has impervious cover restrictions designed to limit the run-off from one property to a neighboring property and that must be addressed before construction can begin anywhere within the Edwards Aquifer Recharge Zone (Rollingwood is entirely on this

zone). The City of Rollingwood has its own, more restrictive impervious cover requirements built into its Drainage Ordinance - adopted in 2016. Those requirements are thoroughly discussed in the Drainage Criteria Manual found at this site:

<https://www.rollingwoodtx.gov/building/page/rollingwood-drainage-criteria-manual>

Q19: Should more be done to limit the amount of impervious cover on a building lot?

Yes No Not sure

Comments

- END OF SURVEY -

The following questions regarding **BUILDING PROCESS & PERMITTING** are optional:

Q20: Have you built a home in RW in the last 10 years?

Yes No

Comments

Q21: Were the applicable building permit rules understandable?

Yes No

Comments

Q22: Did you find working with the City easy and efficient? What if anything would you change?

Yes No

Comments

Q23: Have you lived near a recent build?

Yes No

Q24: Did you receive adequate notice of the building permit?

Yes No

## Comments

Q25: What concerns did you have and/or what issues were important to you as a nearby neighbor?

## CRCRC GUIDING PROCESS (DRAFT) v4

### Deliverables

Public survey on residential code related issues

Survey analysis report

Committee recommendations report based on survey and other public input

Supporting documentation / presentations / meetings / posters

### Process

- 1) Generate list of topics \*
- 2) Divide topics among CRCRC members
- 3) Schedule topic discussion dates per meeting schedule
- 4) On meeting dates, CRCRC member assigned a topic will present topic background including as-is referenced code.
- 5) Establish Survey Subcommittee:
  - Survey Subcommittee** (active)
    - i. POSTER SESSION / PUBLIC REVIEW of topics and input to date (completed)
    - ii. Draft questions from list of topics (seeking outside input OK)
    - iii. Finalize questions / supporting information in common format / style (one hand on the pen)
    - iv. Share-out final questions / supporting information to CRCRC
- 6) Discuss and approve Survey Subcommittee questions as they are authored until draft survey completed
- 7) Survey Subcommittee: Identify residents / RW staff interested in doing survey “sanity check”; share out survey; collect feedback; adjust; report on adjustments to CRCRC
- 8) Work with staff to develop processes / timing for getting survey out to the public and receiving responses; execute
- 9) Establish Analysis Subcommittee
  - Analysis Subcommittee**
    - i. Capture survey responses
    - ii. Analyze (conventional and AI)
    - iii. Report findings
- 10) POSTER SESSION / PUBLIC REVIEW / BLOCK MEETINGS
- 11) Topic owners draft recommendations based on findings report; present recommendations to CRCRC
- 12) CRCRC considers / debates recommendations / endorses draft
- 13) POSTER SESSION / PUBLIC REVIEW / BLOCK MEETINGS

#### 14) Establish Presentation Subcommittee

##### **Presentation Subcommittee**

- i. Present draft recommendations to P&Z for endorsement – PUBLIC REVIEW
- ii. Report P&Z endorsed recommendations to City Council for approval and action  
– PUBLIC REVIEW

#### **TOPICS AS OF 6-30-23 \***

Allowable building heights

Allowable number of stories

Setback distances

Floor / Area Ratios (FAR)

Permissible building and planting in setbacks, easements and right-of-ways

Allowable fence heights

Residents right to privacy

Driveways and egress

Allowable changes to topography

Impervious cover / drainage

Zoning by topography

Nonconformance

Outdoor lighting

\* Topics may be added by any CRCRC member but are limited to the building code as it applies to individual lots.

#### **Topics no longer in CRCRC scope**

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

Permitting process

Ordinance enforcement

Public education of ordinance