



CITY OF ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING AGENDA

Monday, February 27, 2023

Notice is hereby given that the Planning and Zoning Commission 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 February 27, 2023 at 6:00 PM. Members of the public and the Planning and Zoning Commission may participate in the meeting virtually, as long as a quorum of the Planning and Zoning Commission 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 ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING TO ORDER

1. Roll Call

PUBLIC COMMENTS

Citizens wishing to address the Planning and Zoning Commission 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 Planning and Zoning Commission is restricted from discussing or taking action on items not listed on the agenda.

Citizens who wish to address the Planning and Zoning Commission 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 Planning and Zoning Commission 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 January 4, 2023 Planning and Zoning Commission meeting

REGULAR AGENDA

3. Discussion and possible action to elect a Chair of the Planning and Zoning Commission
4. Presentation and discussion on the role of the Planning and Zoning Commission, and development application and code amendment procedures including amendments to the zoning regulations and associated notification
5. Discussion regarding building projections into required yards and the definition of Yard in the R - Residential zoning district
6. Discussion on the definition of Building Height, Residential, residential building height, and related provisions
7. Discussion and possible action to set two joint public hearings with City Council on April 5, 2023 regarding (1) building projections into required yards and the definition of Yard in the R - Residential zoning district (Sections 107-3 Definitions, 107-75 Yards generally, and 107-76 Minimum Required Depth and Width of Yards), and (2) the definition of Building Height, Residential, and residential building height in the R – Residential zoning district (Sections 107-3 Definitions and 107-71 Maximum Permissible Height)
8. Discussion and possible action on creating a Residential Code Review Committee and appointment of committee members

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 at **5:00 p.m.** on **February 24, 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 Planning and Zoning Commission 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 Local 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 Local Government Code;
discussion of personnel matters pursuant to section 551.074 of the Texas Local Government Code;
real estate acquisition pursuant to section 551.072 of the Texas Local Government Code;
prospective gifts pursuant to section 551.073 of the Texas Local Government Code;
security personnel and device pursuant to section 551.076 of the Texas Local Government Code;
and/or economic development pursuant to section 551.087 of the Texas Local Government Code.
Action, if any, will be taken in open session.



CITY OF ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING MINUTES

Wednesday, January 04, 2023

The Planning and Zoning Commission 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 January 4, 2023. Members of the public and the Planning and Zoning Commission were able to participate in the meeting virtually, as long as a quorum of the Planning and Zoning Commission 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 ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING TO ORDER

1. Roll Call

Dave Bench called the meeting to order at 6:03 p.m.

Members Present: Greg Demas, Michael Hall, Dave Bench, Tony Stein, and Mike Rhodes

Also Present: City Administrator Ashley Wayman, City Attorney Charles Zech, Development Services Manager Nikki Dykes, Assistant to the City Administrator Makayla Rodriguez, and Council Member Brook Brown

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

All Consent Agenda items listed are considered to be routine by the Planning and Zoning Commission 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 December 7, 2022 Planning and Zoning Commission meeting

Mike Rhodes moved to approve the Consent Agenda. Tony Stein seconded the motion. The motion carried with 5 in favor and 0 against.

REGULAR AGENDA

2. Discussion on a proposed amendment to the City of Rollingwood Code of Ordinances Sections 107-3 and 107-76 related to building projections into required yards in the R – Residential zoning district and the definition of Yard

Bryce Cox with Denton, Navarro, Rocha, Bernal, and Zech (DNRBZ), discussed the proposed amendments that captured the discussion from the previous Planning and Zoning Commission meeting.

Barry Delcambre, 4 Westgate Circle, commented on the process that is being undertaken and the need to be thoughtful and not rush decisions regarding these potential changes to the Residential zoning district.

Dave Bench mentioned that the comprehension plan on the residential side is in process. He added that he's hoping for more community input at the next meeting.

Barry Delcambre, 4 Westgate Circle, commented that community input should be a part of the process and that the comprehensive plan process took 18 months. He suggested that a moratorium could be detrimental and stated that there should be parameters in place so that the Code is not pushed to the limit.

The Planning and Zoning Commission discussed community input, listening to the people, and proceeding thoroughly with a comprehensive approach and more robust process.

Dave Bench and City Administrator Ashley Wayman discussed agenda item detail for the noticing postcards which had already been mailed out. City Attorney Charles Zech interjected that the Commission needs to keep the discussion to the posted agenda items.

3. Discussion on a proposed amendment to the City of Rollingwood Code of Ordinances Section 107-3 related to the definition of Building Height, Residential

Dave Bench discussed building height and roof configuration in Rollingwood, other Texas cities, and throughout the country. He wanted to consider other possibilities and a variety of solutions.

Bryce Cox and the Planning and Zoning Commission discussed the revised language for measurement and the definition of building height.

Brian Rider, 2906 Hatley Drive, discussed the tools that the city can employ in amending the Code, but added that impervious cover, tree preservation, and building height also need to be addressed in the near future.

Ryan Clinton, 4714 Timberline Drive, commented that though he has no intention of rebuilding on his lot, a change to the Code would render his lot unbuildable, and that he would like to see a residential comprehensive planning process including the talented people that live in the City. He would like to see the process slow down a bit and allow community input.

Brook Brown, 307 Nixon Drive, discussed the impact on neighbors when a home is at the bottom of the slope, removing all privacy in the backyard, and other consequences involving drainage that the Code does not currently adjust for.

Duke Garwood, 5 Rock Way Cove, discussed that there are also drainage considerations and tools that can be utilized. He commented that a building moratorium would be unpopular, and that it is hard to legislate good design.

The Planning and Zoning Commission discussed the draft ordinance. Bryce Cox clarified his interpretation of the Code.

Brook Brown, 307 Nixon Drive, discussed that the goal should be to preserve the sense of community that makes Rollingwood unique and makes people want to live here. She discussed keeping a large view and staying within the parameters of what this community wants.

Dave Bench states that there are special situations at times that require special governance.

Ms. Brown stated that from the City Council's point of view, they have been hearing about the misuse of projections for a while and that it will continue unless a band aid is put on it. She discussed that this process needs to be addressed immediately with a commitment to follow up.

Duke Garwood, 5 Rock Way Cove, commented on the existing drainage ordinance, drainage mitigation and impervious coverage.

The Planning and Zoning Commission and City Attorney Charles Zech discussed the process of making a recommendation to City Council. The Commission also spoke with Council Member Brook Brown on the larger process of the items discussed.

ADJOURNMENT OF MEETING

The meeting was adjourned at 7:42 p.m. by Dave Bench.

Minutes Adopted on the _____ day of _____, 2023.

Amie Rodnick, Chair

ATTEST:

Desiree Adair, City Secretary

Role of Planning and Zoning Commission, Development Application and Code Amendment Procedures

City of Rollingwood Planning & Zoning Commission Meeting

Planning and Zoning Commission Duties

State Law

- TX LGC 211.006 - Zoning
 - (a) To exercise the powers authorized by this subchapter, the governing body of a home-rule municipality shall, and the governing body of a general-law municipality may, appoint a zoning commission. The commission shall recommend boundaries for the original zoning districts and appropriate zoning regulations for each district. If the municipality has a municipal planning commission at the time of implementation of this subchapter, the governing body may appoint that commission to serve as the zoning commission.
- TX LGC 212.006 – Plat Approval
 - (a) The municipal authority responsible for approving plats under this subchapter is the municipal planning commission or, if the municipality has no planning commission, the governing body of the municipality. The governing body by ordinance may require the approval of the governing body in addition to that of the municipal planning commission.

Planning and Zoning Commission Duties

Rollingwood Code

- The commission shall advise the city council on planning-related matters, and conduct hearings, make recommendations, and perform such other duties required by law or this division or as may be assigned to the commission from time to time by the city council. (Sec.107-465)
- This includes:
 - Approval of deferred Administrative Plats (if forwarded by City Administrator)
 - Recommendation to City Council on Preliminary, Final and Replats (non-administrative plats)
 - Recommendation to City Council on changes in Zoning District Boundaries
 - Recommendation to City Council on changes in Zoning Regulations

Zoning District Boundary Change (Rezoning)

- Zoning district boundary changes may be initiated by any property owner, City Council, or Planning and Zoning Commission (Sec.107-516 & 517)
- Application Submitted
- Technical Review
- Public Hearing Notice
- Planning and Zoning Commission Public Hearing and Recommendation
- City Council Public Hearing and Action

Zoning Regulation Change

- Zoning regulation changes may be initiated by City Council or Planning and Zoning Commission (Sec.107-516)
- Typically, City Staff drafts language for the Zoning Regulation change
- Public Hearing Notice
- Planning and Zoning Commission Public Hearing and Recommendation
- City Council Public Hearing and Action

P&Z Recommendation to City Council

- P&Z holds a public hearing after appropriate public hearing notice is given, and makes a recommendation
- Before City Council may hold their public hearing, P&Z must make a recommendation (LGC 211.007(b) & Rollingwood Code Sec.107-520)

City Council Action

- If the commission recommends approval of the change in zoning **regulations** or **boundaries** requested in the application/petition, the city council may, by **majority vote**, either accept, reject or take other action on the application/petition.
- If the commission recommends disapproval of the change in zoning **regulations** or **boundaries** requested in the application/petition, or if there is filed with the city a written protest against such change, signed by the owners of 20 percent or more, either of the area of the lots or land included in such proposed change, or of the lots or land immediately adjoining the same and extended 200 feet therefrom, such change will not be approved except by the favorable vote of **at least four/fifths** of the whole number of members of the city council.

Public Hearing Notification

State Law Minimum Requirements

- Published in Newspaper before the 15th day before the Public Hearing at City Council
- Mailed notice to each property owner within 200 feet of the subject property before the 10th day before the public hearing at P&Z
- TX LGC Sec.211.006 and .007

Rollingwood Requirements

- Published notice in Newspaper at least 16 days prior to the public hearing at both P&Z and City Council
- Mailed notice to each property owner within 250 feet of the subject property not less than 30 days prior to the public hearing at both P&Z and City Council
- Zoning classification changes other than R-Residential district or P-Park District, mailed notice to all property owners within the City, not less than 30 days prior to the public hearing at both P&Z and City Council
- Rollingwood Code of Ordinances Sec.107-518(b) and Sec.107-520(a)

Best Practice Recommendations for Zoning Regulation Changes

In order to minimize notice costs and maximize participation:

- Workshop and discuss zoning code amendments until consensus is reached.
 - Can be listed as public hearings on agendas to encourage public participation
 - Draft code language can be published to the City's website
 - City Website and Social Media can be used to help get the word out
- Once consensus is reached, begin the formal amendment procedure with the appropriate public hearing notice.
 - Provides staff with more specific direction on draft code language
 - Prevents having to prepare multiple public hearing notices (and associated costs)
 - Provides the public more opportunities to participate in the process and more complete information as the formal amendment procedure begins

Proposed Code Amendment – Building Projections into Required Yards

Add the following red underlined text and remove ~~red strikethrough~~ text from the City of Rollingwood Code of Ordinances Sections 107-3 and 107-76:

Sec.107-3 – Definitions.

Yard means an unoccupied space on a lot which:

- (1) Is open and unobstructed from the ground upward to the sky except for fencing, walls, and those encroachments expressly allowed by this chapter ~~or permitted projections, such as cornices, eaves, porches or landscaping;~~
- (2) Extends between a main building and the lines of the lot upon which the main building is located; and
- (3) Has a depth between the front, side or rear lot lines and the main buildings as required for the district in which the lot is located.

Sec.107-76. – Minimum required depth and width of yards.

- (a) In order to determine compliance with the minimum yard depth and width requirements of this section, measurements shall be made from the closest point on the foundation line of a "qualified building," as the term is defined in this section, to either the lot line or street right-of-way line, whichever results in the shortest distance.
- (b) The front yard of each lot shall have a minimum depth of 30 feet. For purposes of this subsection, "qualified building" means either a main building, a garage, or a covered front porch or covered front terrace.
- (c) The side yard of each lot shall have a minimum width of:
 - 1) Ten feet, when the lot abuts another lot, except that the sum total of the two side yards of any lot shall not be less than 25 feet;
 - 2) Thirty feet, when the lot borders a street other than described in subsection (c)(3) of this section;
 - 3) Twenty feet, when two lots extend the length of one block and have abutting rear lot lines.

For purposes of this section, the term "qualified building" means a main building or accessory building.
- (d) The rear yard of each lot shall have a minimum depth of 20 feet. For purposes of this subsection, "qualified building" means an accessory building, or a main building or any projection thereof other than a projection of uncovered steps, ~~unenclosed balconies~~ or ~~unenclosed uncovered~~ porches.
- (e) Eaves and roof extensions may overhang into any required side yard a maximum depth of 33% of the required side yard. Eaves and roof extensions may overhang into any required front or rear yard a maximum of five (5) feet. All other ordinary projections of building features typically used in residential building construction, may overhang into any required yard a maximum of two (2) feet.
 - 1) Projections shall not contain habitable space, except for bay windows 10 feet wide or less.
- (f) Chimneys may encroach into a required yard a maximum of two (2) feet.

Proposed Code Amendment - Residential Building Height Measurement

Add the following red underlined text and remove ~~red strikethrough~~ text from the City of Rollingwood Code of Ordinances Section and 107-3:

Sec.107-3 Definitions

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 ~~within a five-foot horizontal distance of 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 grade; or
2. An elevation of ten feet higher than the lowest adjoining original native ground surface grade 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 grade.
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 definition shall apply to all residential buildings or structures within the City including residential buildings constructed in the R - Residential Zoning District (see Sec.107-71 for Maximum permissible height in R - Residential Zoning District)

Reference Exhibit- Residential Building Height Measurement

The definition of Building Height, Residential is listed in two locations in the City's Code of Ordinances, once in Section 101-2 Adoption of Codes related to building codes and a second in the zoning definitions in Section 107-3. Below is a proposed amendment to the Building Height, Residential section from Code of Ordinances Section 101-2.

Add the following red underlined text and remove ~~red strikethrough~~ text from the City of Rollingwood Code of Ordinances Section 101-2:

Sec.101-2.C.2

Building height, residential. 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 ~~within a five-foot horizontal distance of 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 grade; or
2. An elevation of ten feet higher than the lowest adjoining original native ground surface grade when the highest adjoining original native ground surface described in subsection 1 of this definition is more than ten feet above lowest adjoining original native ground surface grade.
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.

Guiding principle: to be visually consistent with the scale and mass of the immediate neighborhood, including, but not limited to, adjoining buildings.

Measurement Approach

Current proposal – Retain current measurement method ex 5' surround (i.e. measure from building perimeter)

Proposals from residents, verbal and email include datum averaging and straight up measurements

Consider - The *height* of a building with a roof pitch of less than 3:12 shall be measured from the highest point of original ground survey per above to the top-most portion of the structure.

Consider - Roofs with a pitch from 3:12 to 7:12. The *height* of a building with a roof pitch from 3:12 to 7:12 shall be measured from the highest point of original ground survey to the point of the roof vertically halfway between the eave point and the ridge.

Consider - Roofs with a pitch greater than 7:12. The *height* of a building with a roof pitch greater than 7:12 shall be measured from the highest point of original ground survey to the point of the roof vertically one-third ($\frac{1}{3}$) of the distance up from the eave point to the ridge.

Maximum Height

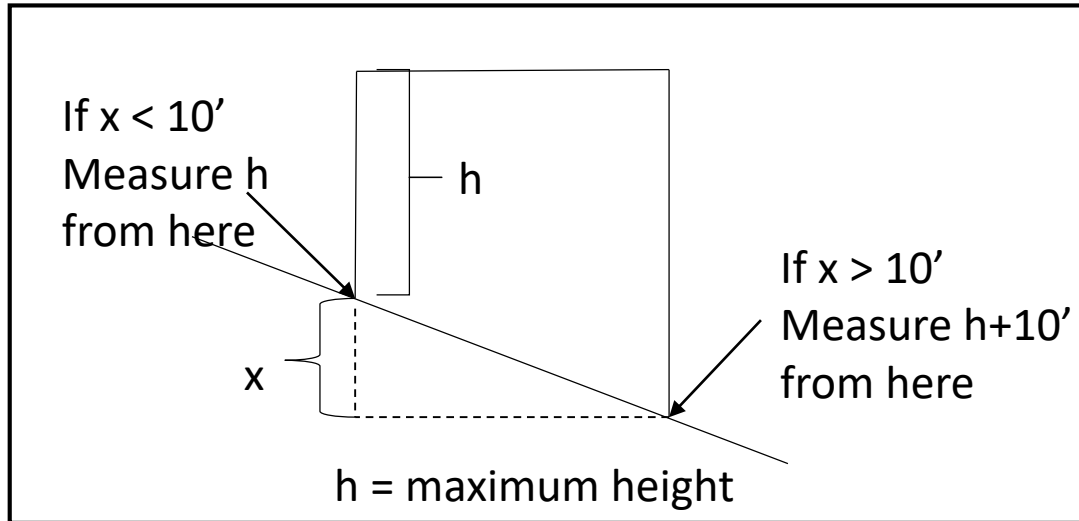
Consider – Reduce *height* limit to 30' maximum for flat and shallow pitch roof (3:12 or less)

Consider – No roof height measured from any point in original ground survey building perimeter will exceed 40'.

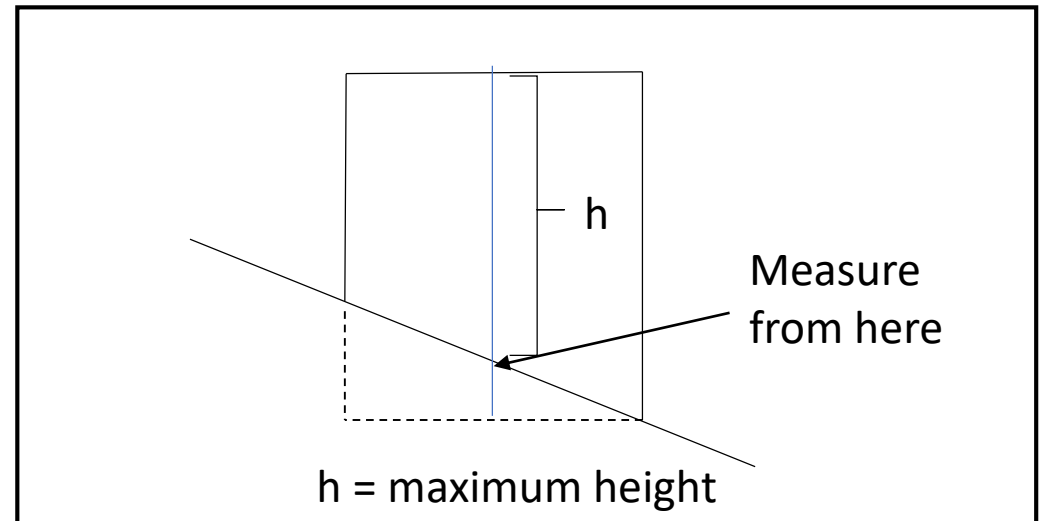
Consider – Create zoning categories that correspond with lot relief.

		Pros	Cons
Height			
	30'	Reasonable for hilly terrain	Too similar to West Lake Hills and Austin
		Can be worked with worked with various pitches	
		Softens the effect of high, flat roofs	
	35'	No change to code needed	More potential for uneven neighborhoods
			High, flat roofs overwhelm neighborhood
Measurement approach			
	Current proposal (removes 5' perimeter)	Sympathetic to hilly lots	Potentially enables 45' walls
		Does not deviate significantly from status quo	Got us to where we are today
		Can be worked worked to increase height with pitch	
		Does not require split-level design to maximize sq-ft	
		Favored by emails	
	Average elevation	Sympathetic to hilly lots	Sympathetic to hilly terrain, but less-so
		Similar to above, but less exteme	Requires absolute elevation datum
		Can be worked worked to increase height with pitch	
		Avoids 45' walls (35' height maxes out at 40')	
	Straight up	Simple	Not sympathetic to hilly lots; promotes split level
		Avoids 45' walls (35' height maxes out at 35')	
		Can be worked worked to increase height with pitch	
	Sliding Pitch	Used in combination with all above	New, less conventional approach
		Provides height with softer visual effect	

Proposed

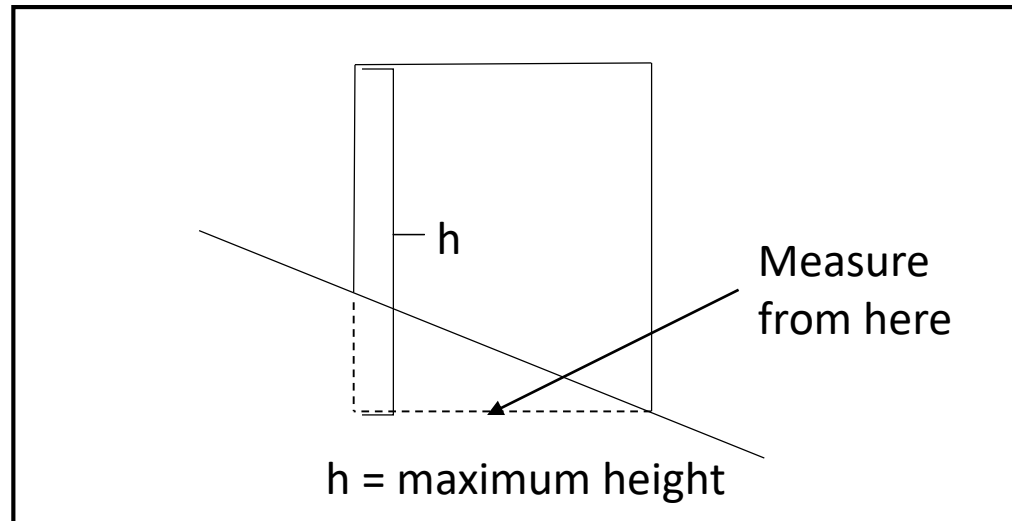


Average Elevation



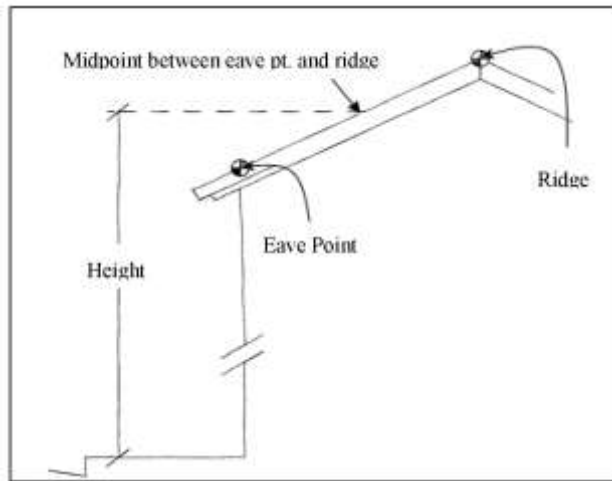
Straight up

Measurement Approach

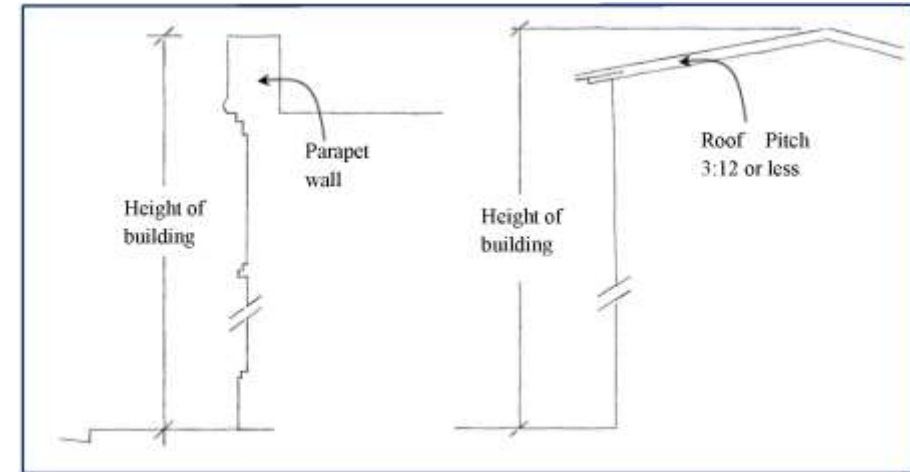


Sliding height by pitch

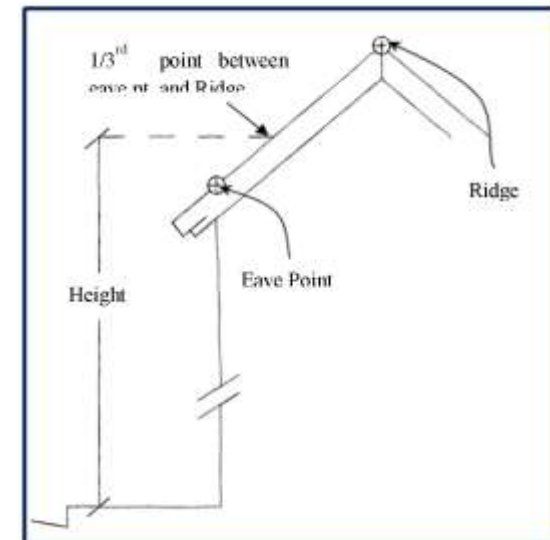
3:12 to 7:12



Flat / Low pitch



Above 7:12



I would like city council to establish a task force with a limited assignment: to gather community input and measure public support for any residential building code reform, and recommend next steps, if any. I would expect the task force to have public hearings, do outreach and opinion surveys, and report back to council whether the public supports any further action.

When I ran for city council last Fall, I heard from many in the community who were concerned about a few houses in the community what seemed to be overbuilt for their lots. Some developers have built to the setback lines and to the maximum height to maximize square footage – maximizing their profits at the expense of their neighbors. It's only been a few houses, and the problem has generally not been residents building their dream home, but developers building houses on speculation, hoping to sell them at a profit.

When I was first elected I believed that a majority of the community wanted us to address these concerns and do so quickly. After being elected I proposed that city council quickly pass ordinance to limit impervious cover as a way of addressing overbuilding. I learned building heights and setback incursions into setbacks were already being considered by planning and zoning commission. The planning and zoning commission had a few hearings and received very little public input. The issues are finally getting more attention, and we are hearing more from citizens with opinions on both sides of the issues.

After getting some feedback, it is clear to me now that there is some division in the community about whether we should even consider changes to our residential building codes. Rollingwood has traditionally been a place with relatively little development regulation, which has its benefits. Many are worried that the pendulum could swing too far and we could end up over-regulating development. Some worry that any new restrictions would lower the redevelopment value of their land. Some worry that changing the building heights are calculated would be unfair to people who have sloped lots.

People opposed to a quick fix have suggested that we slow down, and get more community input and consensus before making any changes to the building code. Some have suggested that we create a residential code review task force to take a comprehensive look at how all these codes work together. For example, an unintended consequence of height limits could be that developers may build more flat-roofed houses to maximize square footage. Developers may not build any roof overhangs if overhangs are not allowed to encroach on the setbacks. Should swimming pools be allowed in the setbacks up to the property line? The tree ordinance is an issue. Privacy in the setbacks is enhanced by trees, yet developers are allowed to clear cut lots, even the largest, oldest oaks, even in the setbacks.

Others have expressed concern that developers will continue to overbuild while we study the issues. They believe that over development is a bigger threat to their property value than over regulation would be. As one of our neighbors said in an email "The neighbor behind me built a huge house right on the property line with a balcony and windows peering into my backyard...Its too late to save my privacy and property but I encourage you to do everything you can to make people respect their fellow citizens and to protect others from my fate".

Some are opposed even to the creation of a task force, cynically suggesting that any task force would be a sham, stacked with people who are anti-development to push a pre-determined outcome. That's why I am now proposing that the scope of the proposed task force be limited: to investigate what issues are of greatest concern to our citizens; to measure public support for any changes; and report their findings back to council with a recommendation of next steps, if any.

The proposed task force is made up of very capable professionals with lots of relevant experience and diverse perspectives. Nobody could fairly say that this group is either anti-development or anti-regulation, they are a diverse group of highly qualified, fair minded people with a history of service to the community. Given the fact that the mission of the task force is limited, to gather public input and gauge the community's interest in code reform, it would be open and inclusive. The task force could add members as they see fit.

Jeff Marx

Ryan Clinton

Tom Ferrell, Chairman

Dave Bench

Alex Robinette

Duke Garwood

A Council Representative

I'd like to get the residential code review task force established at the next council meeting. Council Member Phil McDuffee has worked with me to study the issues and to make this

proposal for a task force, We cannot speak for the other council members or the council as a whole. Open meetings laws prohibit more than two council members discussing an issue outside of the public meetings. I have posted this on the City of Rollingwood council message board so that other council members could see it and reply. You can see the message board here:

<https://councilforum.rollingwoodtx.gov/threads/residential-code-task-force.7/>

Many of you have sent emails about the subject, which is much appreciated. Your emails are all being saved and tabulated. They do make a difference. If you want to send an email that will get to the city council, the planning and zoning commission, please send your email to:

dadair@rollingwoodtx.gov

Thanks for your patience as we try to figure out the best way for the community to study and address these issues.

Kevin Glasheen

kglasheen@rollingwoodtx.gov

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