



**CITY OF ROLLINGWOOD
COMMUNITY DEVELOPMENT CORPORATION
AGENDA**

Monday, September 09, 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 September 09, 2024 at 5:30 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 ROLLINGWOOD COMMUNITY DEVELOPMENT CORPORATION MEETING TO ORDER

1. Roll Call

PUBLIC COMMENTS

Citizens wishing to address the RCDC 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, RCDC is restricted from discussing or taking action on items not listed on the agenda.

CONSENT AGENDA

All Consent Agenda items listed are considered to be routine by the RCDC 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 August 19, 2024 RCDC meeting

REGULAR AGENDA

- 3. Update and discussion regarding an overview of the Commercial Corridor zoning code changes
- 4. Update on meetings with local developers
- 5. Update regarding upcoming training requirements for RCDC
- 6. Update on questions related to security patrols and discussion regarding possible uses of funds

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

Ashley Wayman
Ashley Wayman, City Administrator

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
COMMUNITY DEVELOPMENT CORPORATION
MINUTES**

Monday, August 19, 2024

The RCDC 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 August 19, 2024. Members of the public and the RCDC were able to participate in the meeting virtually, as long as a quorum of the RCDC 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 COMMUNITY DEVELOPMENT CORPORATION MEETING TO ORDER

1. Roll Call

President Colin Harvey called the meeting to order at 5:32 p.m.

Present Members: President Colin Harvey, Emily Doran, Barry Delcambre, and Pat Sheehan

Also Present: City Administrator Ashley Wayman, Assistant to the City Administrator Makayla Rodriguez, and Council Member Phil McDuffee

PUBLIC COMMENTS

There were no public comments

CONSENT AGENDA

2. Discussion and possible action on the minutes from the May 13, 2024 RCDC meeting

Emily Doran moved to approve the meeting minutes. Barry Delcambre seconded the motion. The motion carried with 5 in favor and 0 against.

REGULAR AGENDA

3. Discussion and possible action regarding next steps for Rollingwood Plaza

President Colin Harvey gave a brief recap of the RCDC Commercial Exchange and discussed the retail coach.

Discussion and possible action regarding the Administrative Services Agreement between the City of Rollingwood and the Rollingwood Community Development Corporation

Item 4 was discussed in conjunction with item 5.

President Colin Harvey discussed the administrative services agreement between RCDC and the City of Rollingwood.

Brian Rider asked for an update regarding the retaining wall at the upper park. City Administrator Ashley Wayman stated that the retaining wall is still being reviewed by engineers.

The RCDC discussed projects and concepts.

Pat Sheehan moved to approve the budget as presented. Emily Doran seconded the motion. The motion carried 5 in favor and 0 against.

City Administrator Ashley Wayman and RCDC discussed and agreed on the proposed budget amount.

- 5. Discussion and possible action on a resolution approving the Fiscal Year 2024-2025 Budget for the Rollingwood Community Development Corporation

This item was discussed with item 4.

- 6. RCDC Financials through July 31, 2024

The RCDC discussed the financials.

Barry Delcambre discussed and asked questions regarding the use of available funds. President Colin Harvey would like to brainstorm on project ideas at the next meeting.

Barry Delcambre requested that legal counsel research if the RCDC can use available funds to invest in police enhancement.

Stephanie Trevino of DNBR SZ stated that she will bring back more information at the next meeting.

ADJOURNMENT OF MEETING

The meeting adjourned at 5:45 p.m.

Minutes adopted on the _____ day of _____, 2024.

Colin Harvey, President

ATTEST:

Pat Sheehan, RCDC Secretary

COMPREHENSIVE PLAN FOR THE COMMERCIAL CORRIDOR

POLICY OBJECTIVES:

- *Combine C-1 and C-2 uses to allow retail and/or office uses on any commercial lot, encourage retail and restaurants
- *Greater pedestrian and bike connection between the residential and retail areas
- *Additional trails or pathways to local shops and restaurants
- *Move future development closer to Bee Caves Road by reducing setbacks between buildings and the roadway, while increasing or maintaining setbacks between commercial buildings and residential areas

SPECIFIC COMMERCIAL CODE CHANGES:

- Uses: Combines C-1 and C-2 zones into a new "Commercial" zone and allows both retail and office uses on any commercially zoned properties.

- Height limits:

On the north side of Bee Caves Road, allow development on commercially zoned lots to two stories and 30 feet in height.

On the south side of Bee Caves Road, allow development on commercially zoned lots to 3 stories and 45 feet in height.

- Setbacks:

Along Rollingwood Drive: maintains existing 30 ft. front setback.

Along Bee Caves Road - north side:

Reduces rear setback from 100ft. to 75-ft. Retain the native vegetation within this 75-foot setback.

Reduces front setback from 25 ft. 5 ft. if the developer has agreed to install native species shade trees along sidewalks and dedicates rear lot pedestrian path along Eanes Creek.

- Parking, access, drives:

Minimum required parking spaces are eliminated.

Joint access to drives and parking is required.

- Impervious cover/incentives: Maintains current 55% impervious cover requirement, but allows for up to 10% additional impervious cover if

1) the developer employs low impact development practices such as rainwater harvesting, bio-retention, rain gardens, green roofs, infiltration/filter strips, conservation landscaping using native plants and trees that promote the area’s natural habitat including bird-, bee-, butterfly-friendly plants, and natural area preservation over and above required greenbelt setbacks,

2) there are no increases to storm water runoff (either volume or rate of flow of runoff),

3) the site plan meets all TCEQ best management practices for water quality, and

4) the site plan meets the required design elements (masking of building mechanical elements (AC units, vents, wireless facilities, etc.) on roofs and at ground level; where there is no greenbelt, topographical, or line of sight buffer between the commercial lot and a residential lot, install a vegetative buffer between a residential lot and a commercial lot.

- Lighting: Adopts "Dark Sky" friendly lighting policies (down lighting, shielded light fixtures, and maximum light intensity) for new development or when lighting is replaced.

- Tree protection standards:

Defines "heritage tree" (24 inches or greater in diameter)

Requires permit for removal of any heritage tree

Requires protection of heritage and "protected trees" ("protected species trees of 12 inches in diameter or greater) during construction process

Requires replacement of other protected trees so as to maintain current tree canopies.

- Post-permit Enforcement and penalties: The zoning ordinance for commercial properties should include provisions sufficient to permit revocation of occupancy permits in the event the owner fails to maintain compliance with any permit requirement including impervious cover incentives, and landscaping, shade, setback requirements, and/or Dark Sky requirements, in addition to use of all fines and other enforcement provisions, including daily financial penalties for non-compliance.

ROLLINGWOOD COMMERCIAL ZONING CODE CHANGES

Chapter 107 - Zoning

Section 107-25. Districts designated

Combine C-1, C-2 districts to new Commercial "C" district

Section 107-36. Driveways

Establishes requirements for driveways, joint and shared access

Section 107-39. Lighting requirements.

Lighting requirements: updated to new technology and made consistent with Dark Skies recommendations

Section 107-102. Purpose

Section 107-103. Maximum heights

Buildings within 300 feet of a residential district [eg: North side of Bee Caves Road] may not exceed 30 feet or two stories

Buildings not within 300 feet of a residential district [eg: south side of Bee Caves Road] may not exceed 45 ft or three stories

Section 107-104/105. Lot size/floor area - no change

Section 107-106. Development Plan Approval for commercial buildings.

Adds requirement to document compliance if seeking impervious cover incentives

Section 107-108. Minimum setbacks

Setback of 75 feet from any residential area.

Setback of 20 ft. from any public street or right of way; alternatively, not closer than 5 ft from property line adjacent to Bee Caves Road if landscape plan conforms to Section 107-116(a)

Section 107-109. Buffers between abutting commercial and residential lots

Requires 75-ft. greenbelt (reduced from current 100 foot greenbelt)

Minimum requirements where no greenbelt/no visual screen
between "C" lot and residential district

Requirement for landscape permit

Requirement that lighting conform to new lighting standards

Section 107-110. Parking requirements

Eliminates minimum required parking spaces

Requires shared parking

Section 107-12. Special uses.

Requires special use permit for outdoor dining

Section 107-115: Impervious Cover

Current 50% limit retained

Exceptions to current IP limit

5% increase if no increase to stormwater runoff in rate of flow
or volume

Up to 60% IP if low impact stormwater practiced employed,
TCEQ best management practices met, and site plan meets
lighting, buffering and compatibility standards

Permit application requirements for increased IP

Engineering certification for increased IP

Prohibition on variances to exceed IP limits

Section 107-116. Compatibility standards

Screening of storage and mechanical equipment

Roof design

Screening of trash bins

Landscaping buffers

Along public rights of way

Parking area landscaping

Exceptions for driveways

Permit required for removal of vegetation in City ROW

Section 107-117. Permitted Uses

Combines current permitted uses for the former C-1 and C-2 districts into the new "C" District

Section 107-118. Special uses.

Mirrors current code to allow specified special uses subject to approval of City Council

Section 107-119. Prohibited uses

Mirrors current code to list prohibited uses

Section 107-120 - Tree Canopy Management

Specifies new tree canopy management requirements for all non-residential districts

Defines "protected tree" by same species as under current residential tree management code

Defines "heritage tree" as a "protected tree" of a diameter of 24" or greater or a "tree Cluster"

Defines "critical root zone"

Defines "tree cluster" as 3 or more trees of a protected species less than 10 ft. apart with a diameter of 24" or greater

Applies the same terms to non-residential districts as contained in the residential tree canopy management code unless in conflict with the new non-residential code

Requires application for a tree permit and requirements for tree survey and tree protection plan

Permit application requirements

Tree survey requirements

Provides a credit to tree landscaping requirements and required street trees (but not tree mitigation) for preserving existing tree

Requires mitigation for any protected or heritage tree permitted to be removed

Prohibits removal of heritage trees except where city arborist confirms that the tree is dead, diseased, or unsafe

Prohibits removal of a protected tree unless the city arborist confirms the tree is dead, diseased, or unsafe, or board of adjustment has granted a special exception

Requires tree protection during construction

Requires critical root zone protection

Requires tree protection plan be reviewed by city arborists for fees to cover cost of review

Provides for enforcement and penalties for violations

Section 107-491. Special exception for 75ft. greenbelt

Adds a new subsection (6) to allow a special exception to be granted by the BOA if the 75-ft. greenbelt requirement cannot be met where there is no existing 75-ft. greenbelt or the existing greenbelt is less than 75-ft. The exception requested must mitigate the impact on adjacent residential properties or improve the buffering "to the greatest extent practicable", preserve existing landscaping to the greatest extent possible, demonstrate the proposed alternative is consistent with the city's comprehensive plan, enhance the site as compared to the existing development, and has no detrimental impact to adjacent properties.