



IN THE MIDST OF THE TEXAS HILL COUNTRY

ORDINANCE REVIEW COMMITTEE
September 06, 2022; 2:30 PM
Woodcreek, Texas

MEETING NOTICE

The Ordinance Review Committee of the City of Woodcreek, Texas will conduct a meeting at City Hall, 41 Champions Circle, Woodcreek, TX. The meeting will be held on September 6, 2022 at 2:30PM.

All attendees are encouraged to wear face coverings when a minimum of six-foot social distancing cannot be maintained. Smoking is not allowed anywhere on the property of City Hall.

The public may watch this meeting live at the following link:

<https://meetings.ipvideotalk.com/139694438>. The public may listen to this meeting by dialing one of the following numbers: 1(617) 315- 8088 or toll free at 1(866) 948-0772. When prompted enter Meeting ID:139694438.

A recording of the meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request. This notice, as amended, is posted pursuant to the Texas Open Meetings Act (Vernon's Texas Codes Ann. Gov. Code Chapter 551).

AGENDA

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS

Any citizen shall have a reasonable opportunity to be heard at any and all meetings of the Ordinance Review Committee in regard to: (1) any and all matters to be considered at any such meeting, or (2) any matter a citizen may wish to bring to the Committee's attention. No member of the Governing Body may discuss or comment on any citizen public comment, except to make: (1) a statement of specific factual information given in response to the inquiry, or (2) a recitation of existing policy in response to the inquiry. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting per Texas Local Government code Sec. 551.042.

Citizen comments will be allowed at the beginning of every meeting, or alternatively, before an item on the agenda on which the citizen wishes to speak is to be considered. All citizens will be allowed to comment for three (3) minutes per person and shall be allowed more time at the Chairperson's discretion. In addition, citizens may pool their allotted speaking time. To pool time, a speaker must present the names of three (3) individuals present in the audience who wish to yield their three minutes. Citizens may present materials regarding any agenda item to the City Secretary at or before a meeting, citizens attending any meeting are requested to complete a form providing their name, address, and agenda item/concern, but are not required to do so before speaking and presenting it to the City Secretary prior to the beginning of such meeting. Comments may only be disallowed and/or limited as per Government Code § 551.007(e).

Submit written comments by email to woodcreek@woodcreektx.gov by noon on the day prior to the meeting. Please include your full name, home or work address, and agenda item number. Written comments will be part of the official written record only. A recording of the meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request

CONSENT AGENDA

All the following items are considered self-explanatory by the Committee and may be acted upon with one motion. There will be no separate discussion of these items unless a Committee member or Citizen so requests. For a Citizen to request removal of an item from the Consent Agenda, a written request must be completed and submitted to the City Manager.

1. Approval of Ordinance Review Committee Meeting Minutes from August 2, 2022

REGULAR AGENDA

2. Report from City Council on Key Areas of Focus for Ordinance Review Committee
3. Discuss and Take Appropriate Action on the Report from the City Council
4. Discuss and Take Appropriate Action on the Formation of a Sub Committee to Review and Edit the "Important Woodcreek City Ordinances" Citizen Handout
5. Discuss and Take Appropriate Action on Minimum Lot Sizes under Zoning

ADJOURN

The Ordinance Review Committee may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. Action, if any, will be taken in open session.

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

The City of Woodcreek is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call the City Secretary's Office at 512-847-9390 for information. Hearing-impaired or speech disabled persons equipped with telecommunications devices for the deaf may call 7-1-1 or may utilize the statewide Relay Texas program at 1-800-735-2988.

Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.

I certify that the above notice was posted on the 1st day of September, 2022 at 11:44AM.

By: 

Suzanne J. MacKenzie, City Secretary

ORDINANCE REVIEW COMMITTEE MEETING
August 02, 2022; 2:30 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Council Liaison Hines called the meeting to order at 2:30PM.

ROLL CALL AND ESTABLISH QUORUM

PRESENT

Committee Member Emma Davenport
Committee Member Karen Duncan - virtually
Committee Member Donna Hector
Committee Member Randy Renter
Alt. Committee Member Steve Passalacqua
Council Liaison Debra Hines

ABSENT

Alt. Committee Member David Lowe

STAFF PRESENT

Administrative Assistant Maureen Mele

PUBLIC COMMENTS

No public comments were offered.

CONSENT AGENDA

1. Approval of Ordinance Review Committee Meeting Minutes from June 14, 2022

Committee Member Davenport moved to approve the meeting minutes from June 14, 2022. The motion was seconded by Committee Member Hector.

A roll call vote was held.

Voting Yea: Member Duncan, Member Renter, Member Davenport, Member Passalacqua, Member Hector

The motion carried with a 5-0-0 vote.

REGULAR AGENDA

2. Introductions of Members

Self-introductions were made.

3. Introduction of Council Liaison and Description of Group Roles and Responsibilities

Council Liaison Debra Hines described her role as a communicator for the committee as well as elaborated on the group's function.

4. Election of Chairperson and Vice-Chairperson

Member Renter made a motion for Member Emma Davenport to serve as the Chairperson. The motion was seconded by Member Hector.

A roll call vote was held.

Voting Yea: Member Passalacqua, Member Renter, Member Hector, Member Duncan, Member Davenport

The motion carried with a 5-0-0 vote.

Member Passalacqua made a motion for Member Donna Hector to serve as the Vice-Chairperson. The motion was seconded by Chairperson Davenport.

A roll call vote was held.

Voting Yea: Member Duncan, Member Renter, Member Passalacqua, Chairperson Davenport, Member Hector

The motion carried with a 5-0-0 vote.

5. Discussion of Goals for Committee

A motion was made by Chairperson Davenport to discuss the goals of the Ordinance Review Committee. The motion was seconded by Member Renter.

The discussion was held. Some of the items addressed were: simplifying the Code of Ordinances, the timing of the changes to the Code, and obtaining feedback from the City Council.

6. Introduction to Online Code of Ordinances

Due to technical availability, the introduction was not held.

7. Discussion and Take Appropriate Action on Future Meeting Schedule

A motion was made by Member Duncan to open the discussion on the future meeting schedule. The motion was seconded by Chairperson Davenport.

After discussion, no change was made to the current schedule of meeting the first Tuesday of every month at 2:30PM at City Hall.

ADJOURN

Council Liaison Hines adjourned the meeting at 3:39PM.

Emma Davenport, Chairperson

Suzanne Mac Kenzie, City Secretary

Recommended Areas to Focus on Updates for the Ordinance Review Committee

City Council (made in the Aug 2nd Special Council Meeting):

- Masonry requirements need to be removed
- Parking throughout code needs to match the Traffic Code Chapter 70
Parking update
- Board of Adjustment needs to be brought into line with State Code
- Chapter 34 needs a re-write
- Ignore Chapter 30
- Ignore Greenspaces Chapter
- Ignore Chapters 154 through 157 (K.Friese has updates prepared)
- Look for inconsistencies in definitions and language used
- Ask: Is this code serving citizens?
- Look for a reduction in enforcement needed
-

Planning and Zoning Recommendations (made in the ----- meeting of P&Z):

Additional Councilmember Recommendations:

- Do the water conservation efforts seem appropriate for our city?
- Does the city need to create a Parkland Dedication ordinance? "Parkland dedication is a requirement imposed by a local Governmental entity mandating that subdivision developers or builders dedicate land for a park and/or pay a fee to be used by the government entity to acquire and develop park facilities." an average for cities might be '10 acres per 1000 residents'.
- Does the city want to set its own goal for public park space? Common metric would be 'within 14 minute walking distance'.

IMPORTANT WOODCREEK CITY ORDINANCES

Item 4.

Refer to complete Code of Ordinances at www.woodcreektx.gov for details – this list is not exhaustive).

Construction (§151)

- Any building construction (i.e. fences, decks, expansions, sheds, walkways, roofs) requires City approval prior to construction. Applications may be obtained online.
- Construction hours are Monday – Saturday, 7 a.m. to 6 p.m.

Water Quality Protection (§50.37)

- Maximum impervious cover allowed is 30.0% - impervious cover is everything which prevents water from infiltrating into the natural soil (i.e. driveways, decks, paving blocks, sidewalks, structures).
- Max impervious cover applies in the City and ETJ (Extra Territorial Jurisdiction).

Fences (§156.030, §156.057)

- Fence materials **not** allowed are chain link, hog wire, barbed wire, mesh netting, rolled picket, and others.
- All fences require permits.

Lighting – Dark Skies (§156.041)

- All lights shall be shielded to prevent light trespass or glare and to confine the light to the owner's property.

Traffic (§156.029 and §70:IV)

- Vehicles must be parked in garages, driveways or parallel to the street with all wheels off the pavement.
- Vehicles not in operating condition may not be stored in open view for more than 7 days.
- Temporary parking of buses, commercial vehicles, trailers, boats, motor homes, RVs, campers, jet skis and the like is prohibited without a permit. Permits allow for no more than 7 days parking within a 30-day period.

Garage Sales (§156.060)

- Garage or yard sales at any location must be separated by a minimum of 6 months and last no more than 3 days.
- Street signs for a garage or yard sale must follow the sign ordinances.
- Auctions are prohibited.

Signs (§152) and Right of Way Procedures (§152.26)

- No unauthorized sign in any public right of way. No posting of signs on street signs, traffic-control signs, fire hydrants, fences, utility boxes, trees, telephone poles or any other structure in the City's right-of-way.
- Permits are needed for signs in a public right-of-way and may be obtained online. There is a limit of 72 hours of sign placement and a fee is involved.

Health and Sanitation (§95.05)

- Prohibits long-term storage of construction materials and any open storage of junk, inoperable appliances, broken furniture or trash.
- Property owners must keep dangerous vegetation under 6 inches.

Animal Control (§90.0)

- **Feeding of deer is strictly prohibited.**
- No unreasonable loud dog barking (defined as disturbing to a person in the vicinity of the dog).
- Dogs shall be kept under direct physical control of owners.
- No defecation may be left on any privately-owned lots or the golf course.
- Farm animals (for example chickens) or exotic animals may not be kept.

Fire Prevention (§93.18 and §94)

- Open burning of wood, brush or trash is prohibited at all times.
- No fireworks are allowed without a permit.

Weapons (§96.05)

- Discharge of weapons is regulated by §96.

Tree-Trimming or Pruning – Oak Wilt (§91)

- Trimming of oak trees is prohibited from February 1 to June 30. Trimming of other trees is permitted year around. A no-cost permit is required for any tree trimming.
- Specific painting procedures are required when trimming oak trees.
- Citizens must report suspected or confirmed cases of oak wilt.

Rentals (§156.062)

- Short-term rentals of your home are only permitted in zoning district SF-4.

Residential Business

- Any in-home business must comply with **§156.061** and **§156.80**.

Establishing Minimum Lot Sizes in Zoning

Currently, we have standards on the minimum requirements for the size of a residential structure, garage space, parking, and maximum impervious coverage. When you use those to calculate a total minimum lot size it produces the numbers below.

OUR TASK: Do these minimum lot sizes make sense? Make a recommendation to P&Z on the lot sizes to incorporate into our zoning code.

NOTE: Council has set a minimum lot size for future subdivision of single-family residential lots (SF1-6) to 12,000 sq ft.

	Minimum Build	Garage	Parking	Impervious Coverage 30%	TOTAL MINIMUM LOT SIZE
SF1	1500	400	600	2500	8334
SF2	1000	400	600	2000	6667
SF3	1000	400	600	2000	6667
SF4	900	0	600	1500	5000
SF5	1000	200	600	1800	6000
SF6	1000	400	600	2000	6667
TH/C	1000	400	600	2000	6667
DU-1	2000	400	1200	3600	12,000
4-PLX	3200	800	2400	6,400	21,334
				all numbers in square feet	

