



CITY OF ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING MINUTES

Wednesday, June 02, 2021

On Wednesday, June 2, 2021 at 6:00 p.m., the Planning and Zoning Commission of the City of Rollingwood, Texas held a regular meeting, open to the public, via video conference and telephone in accordance with an order of the Office of the Governor issued March 16, 2020. The public was able to watch this meeting live and had the opportunity to comment via audio devices with the following meeting login information:

Link: <https://us02web.zoom.us/j/81281288937?pwd=RDdNRWRtVFo2Wm83VWtHSmFYSG9nQT09>

Toll-Free Numbers: (833) 548-0276 or (833) 548-0282

Meeting ID: 812 8128 8937

Passcode: 2021

The public was 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. A video recording of the meeting was made and posted to the City's website and available to the public in accordance with the Texas Public Information Act upon written request. The following items were discussed:

CALL ROLLINGWOOD PLANNING AND ZONING COMMISSION MEETING TO ORDER

1. Roll Call

Acting Chair Jamil Alam called the meeting to order at 6:09 p.m.

Present Members: Jordan Scott, Jamil Alam, Michael Hall, Amie Rodnick, and Brian Nash

Also Present: Development Services Director Carrie Caylor, Councilmember Sara Hutson, and Assistant City Administrator Ashley Wayman

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 Utility 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.

2. Public Comments

The following individual spoke during public comments:

- Alec Robinson, 4818 Rollingwood Drive, spoke against the proposal from Milk and Cookies to locate in Rollingwood Park.

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.

3. Discussion and possible action on the minutes from the April 7, 2021 Planning and Zoning Commission meeting

Jamil Alam motioned to table the minutes. Jordan Scott seconded the motion.

- **Jordan Scott – Yes**
- **Jamil Alam - Yes**
- **Michael Hall – Yes**
- **Amie Rodnick – Yes**

The motion passed 4-0.

Brian Nash joined the meeting at the conclusion of this item.

REGULAR AGENDA

4. Discussion and possible action to elect a Chair of the Planning and Zoning Commission

The Commission discussed who could serve as Chair at upcoming meetings.

Jamil Alam nominated Tony Stein to act as Chair for the next two meetings. Brian Nash seconded the motion.

The motion passed 5-0.

Brian Nash nominated Michael Rhodes to act as Chair for meetings three and four. Jamil Alam seconded the motion.

The motion passed 5-0.

5. Discussion and possible action on amendments to the city's code of ordinances, Section 28-70 - Driveways with more than one curb cut, to limit the number of curb cuts, and Section 107-36 - Driveways, to expand the types of materials permitted for driveways.

Development Services Director Carrie Caylor discussed the current code as it pertains to materials permitted for driveways, the number of curb cuts allowed, and how this item came about.

The Commission discussed the impact of potential changes to the code as it pertains to the number of curb cuts allowed.

Alec Robinson, 4818 Rollingwood Drive, discussed his view that circular driveways are safer for access on to Rollingwood Drive.

The Commission further discussed circular driveways and curb cuts in the city and directed staff to bring back more information regarding widths of single curb cuts, double curb cuts and three curb cuts and a recommendation.

Development Services Director Carrie Caylor and the Commission discussed driveway materials and the current code.

The Commission directed staff to come back with information regarding how the City of Austin handles driveway materials and with some examples of acceptable driveway materials.

6. Update and discussion on the residential landscaping ordinance.

Development Services Director Carrie Caylor explained that this item comes with City Council direction to make a recommendation regarding whether the city needs a residential landscaping ordinance, and if so, the items they would like considered.

Councilmember Sara Hutson discussed the City's Code and areas that she believes could be strengthened with a residential landscaping ordinance. She discussed getting public input on what the residents want to see in a residential landscaping ordinance.

The Commission further discussed retaining walls and fences, and other elements that may be considered in the development of a residential landscaping ordinance. They also discussed whether some issues could be addressed without developing a comprehensive residential landscaping ordinance.

Councilmember Sara Hutson stated that she would bring back a list of things that she has seen that she thinks they should discuss and get input on, as well as find some pictures online or outside of Rollingwood.

The Commission further discussed how to move forward on these concerns and ways to get citizen input.

Amie Rodnick motioned to table this item. Jordan Scott seconded the motion.

The motion passed 5-0.

7. Discussion on scheduling and planning for future meeting dates and agenda items

The Commission discussed future meeting dates and whether virtual meetings would continue.

Assistant City Administrator Ashley Wayman stated that the City Council would be discussing in-person meetings at their June City Council Meeting and discussed the current waivers on the Open Meetings Act provisions that are still in place allowing for continued Zoom meetings.

The Commission discussed the items that they will be bringing back to the next meeting, including Accessory Dwellings and an update from the Comprehensive Plan Strike Force.

The Commission thanked the City Staff for their work during the storm the past week.

ADJOURNMENT OF MEETING

The meeting was adjourned at 7:35 p.m.

Minutes Adopted on the 11th day of August, 2021.


M. Jordan Scott (Aug 25, 2021 10:34 CDT)

Jordan Scott, Chair

ATTEST:



Ashley Wayman, City Secretary






06-02-2021 P&Z Minutes

Final Audit Report

2021-08-25

Created:	2021-08-24
By:	Ashley Wayman (awayman@rollingwoodtx.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAklwmZynYgpnbsHS3QYpjs-9F4QauPfbkA

"06-02-2021 P&Z Minutes" History

-  Document created by Ashley Wayman (awayman@rollingwoodtx.gov)
2021-08-24 - 8:33:00 PM GMT- IP address: 23.168.160.66
-  Document emailed to M. Jordan Scott (jordan@512assetmgmt.com) for signature
2021-08-24 - 8:33:18 PM GMT
-  Email viewed by M. Jordan Scott (jordan@512assetmgmt.com)
2021-08-25 - 3:32:58 PM GMT- IP address: 104.178.169.242
-  Document e-signed by M. Jordan Scott (jordan@512assetmgmt.com)
Signature Date: 2021-08-25 - 3:34:11 PM GMT - Time Source: server- IP address: 104.178.169.242
-  Agreement completed.
2021-08-25 - 3:34:11 PM GMT