

Planning and Zoning Commission

August 25, 2022

Meeting Minutes

The City of Bastrop Planning and Zoning Commission met Thursday, August 25, 2022 at 6:00 p.m. in the Council Chambers located at 1311 Chestnut Street, Bastrop, Texas 78602.

1. CALL TO ORDER

Debbie Moore called the meeting to order at 6:00 p.m.

Commissioners:

Debbie Moore	Present
Cynthia Meyer	Present
Greg Sherry	Absent
Ishmael Harris	Present
Pablo Serna	Present
Carrie Caylor	Present
Scott Long	Present
Judah Ross	Present
Patrice Parsons	Present

Staff Present:

Jennifer C. Bills, Director of Planning and Development
Nicole Peterson, Planning Technician/Commission Secretary

2. CITIZEN COMMENTS

There were no citizen comments.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- 3A. Consider action to approve meeting minutes from the July 28, 2022 Planning & Zoning Commission Meeting.

Cynthia Meyer made a motion to approve the July 28, 2022 meeting minutes. Ishmael Harris seconded the motion and the motion carried unanimously.

- 3B. Consider action to appoint a Planning & Zoning Commission member as its representative on the Historic Landmark Commission (HLC).

Director of Planning and Development Jennifer Bills presented to commissioners the role of a Historic Landmark Commission Board Member.

Discussion commenced between the Commissioner and Staff over the following topics:

1. How long is a member's term?
 - The term is the same timeframe as the members Planning and Zoning Commission term.
2. Are there certain positions that have to be filled?
 - Yes, that is correct.

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3. How often does the Board meet?

- Meetings are held the third Wednesday of each month when there are items on the agenda.

Debbie Moore asked to move this item to next month's agenda to give Commissioners more time to decide if anyone would be interested in being appointed as representative to the Historic Landmark Commission.

- 3C. Consider action to approve The Colony MUD 1F Section 3 Preliminary Plat, being 51.855 acres out of the Jose Manual Bangs Survey, Abstract No. 5, located east of Republic Drive, within the Voluntary Extraterritorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A.

Director of Planning and Development Jennifer Bills presented to Commissioners The Colony MUD 1F Section 3 Preliminary Plat, being 51.855 acres out of the Jose Manual Bangs Survey, Abstract No. 5, located east of Republic Drive, within the Voluntary Extraterritorial Jurisdiction of Bastrop, Texas.

Discussion commenced between Commissioner and Staff over the following topic:

1. Is the Staff comfortable with the fact that there will be enough ingress and egress into this subdivision?
 - The Colony has a consent agreement that shows a conceptual plan that showed 3 entrances. Over the years we have gone over the development and asked that they add connectivity to the north and south of the development.

Pablo Serna made a motion to approve the Colony MUD 1F Section 3 Preliminary Plat, being 51.855 acres out of the Jose Manual Bangs Survey, Abstract No. 5, located east of Republic Drive, within the Voluntary Extraterritorial Jurisdiction of Bastrop, Texas. Patrice Parsons seconded the motion and the motion carried unanimously.

- 3D. Consider action to approve Young Subdivision, Block 14, Lot 1, a replat of Young Subdivision, Block 14, located at the northwest corner of SH 95 and Gordon Street, within the city limits of Bastrop, Texas, as shown in Exhibit A.

Director of Planning and Development Jennifer Bills presented to Commissioners the Young Subdivision, Block 14, Lot 1, a replat of Young Subdivision, Block 14, located at the northwest corner of SH 95 and Gordon Street, within the city limits of Bastrop, Texas. She stated a final drainage plan will need to be completed before building on this lot.

Discussion commenced between the Commissioner and Staff over the following topics:

1. How many homes are they planning on building on this lot?
 - This area is zoned P-4 Mix so they are looking at building a commercial shop and having a live-work area.
2. Is there a plan to look at the Fire Code?
 - Yes, there is a plan. The Fire Chief is working alongside with the Building Official to review the Fire Code and Construction standards.
3. Is staff comfortable with the Floodplain in this area in regard to floodplain codes?
 - This site is not within the floodplain.

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- The city has been working on a Master Drainage Plan that will be taken to Council. This will include drainage studies on Piney Creek, Gills Branch and improvements for the watershed. Planning staff has already been implementing the new FEMA Floodplain data with new developments. Planning staff is also working on updating the Flood Damage Prevention Regulations.

Commissioners expressed their concern over adopting and complying with the International Wildland-Urban Interface Code (IWUIC) and believes there is a need for additional improvements with residence living close to the forest. The Commissioners would like for this be an urgent request.

Cynthia Meyer made a motion to approve the Young Subdivision, Block 14, Lot 1, a replat of Young Subdivision, Block 14, located at the northwest corner of SH 95 and Gordon Street, within the city limits of Bastrop, Texas. Carrie Caylor seconded the motion and the motion carried 7-1 with Pablo Serna voting against.

4. UPDATES

4A. Update on recent City Council actions regarding Planning Department items.

Director of Planning and Development Jennifer Bills presented to Commissioners the recent City Council actions on Planning Department items which included:

1. Pearl River – First Reading for Annexation and Zoning
2. 42 acres off FM 20 – The applicant postponed City Council Action.

4B. Planning & Development Department Monthly Project Volume Report.

Director of Planning and Development Jennifer Bills presented to Commissioners the Monthly Project Volume Report for July.

The Planning Department has a new Assistant Planning Director starting on September 12, 2022. Keehren Baah she will be at the next meeting to be formally introduced.

4C. Individual Requests from Planning & Zoning Commissioners that particular items to be listed on future agendas (no group discussion allowed).

Cynthia Meyer asked if there were any policies in place for Short Term Rentals? Director of Planning and Development Jennifer Bills stated short term rentals are something they City is monitoring but we have not seen them being an issue. The International Building Code allows them to a certain point. If the planning department knows about short term rentals, the department is requesting the resident to get a Certificate of Occupancy to ensure they are not going over their occupancy for that area.

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5. ADJOURNMENT

Cynthia Meyer made a motion to adjourn at 6:37 p.m. Judah Ross seconded the motion, and the motion carried unanimously.

Debbie Moore, Chair

Pablo Serna, Vice-Chair