

PLANNING & ZONING COMMISSION MEETING

July 27, 2023, at 6:00 P.M.

Meeting Minutes

The City of Bastrop Planning and Zoning Commission met Thursday, July 27, 2023, at 6:00 PM in the Council Chambers located at 1311 Chestnut Street, Bastrop, Texas 78602

1. CALL TO ORDER

Ishmael Harris called the meeting to order at 6:00 pm.

Ishmael Harris	Present
Patrice Parsons	Present
Judah Ross	Present
Kristi Koch	Present
David Barrow	Present
Ashleigh Henson	Present
Gary Moss	Present

2. CITIZEN COMMENTS

There were no citizen comments.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- 3A. Consider action to approve meeting minutes from the June 29, 2023, Planning and Zoning Commission Meeting.

Judah Ross made a motion to approve the meeting minutes from the, Planning and Zoning Commission Regular Meeting. David Barrow seconded the motion. The motion passed unanimously.

- 3B. Consider action to approve meeting minutes from the June 29, 2023, Impact Fee Advisory Committee Meeting Minutes.

Judah Ross made a motion to approve the meeting minutes from the June 29, 2023, Impact Fee Advisory Committee Meeting. Gary Moss seconded the motion. The motion passed unanimously.

- 3C. Consider action to approve the River Terrace Replat, previously platted as River Terrace Lot 1-37, located west of Wilson Street, north of Magnolia and south of Mesquite Street, within the City of Bastrop, Texas, as shown in Exhibit A.

Doug Haggerty presented to the commission the River Terrace Replat, previously platted as River Terrace Lot 1-37, located west of Wilson Street, north of Magnolia and south of Mesquite Street, within the City of Bastrop, Texas, as shown in Exhibit A.

Discussion commenced between Staff and Commissioners over the following:

1. The subdivision was platted in the 1980's with 37 lots at that time. A new development has replated approximately 11 acres, and there will be 59 Single Family Homes, 5 lots will be dedicated to drainage, open space, and parks and one for a lift station. The proposed design and utility location for the neighborhood was also discussed.
2. Commissioners asked where is the parking located? The driveways/parking are at the front of the house and on the street.
3. Commissioners asked if the parking will need to be located at the back of the lot? Staff discussed there was an amendment made to the code that allows what is going to be built, to look like the built environment around it, and everything this development has parking in the front.
4. Commissioner asked why the previous development not seen through? Staff responded it was platted in the 80's without any infrastructure, unlike today we must post fiscal or build it, they did not do that in the 80's.
5. Commissioners asked about the landscaping for the subdivision, Staff responded there are trees in the cross-section of the roads, and the landscaping will meet the B3 Code.
6. The Commission asked who will be responsible for the cost of construction for the streets, Staff responded the developer will be responsible for the construction of the streets, and then the City will be responsible for the maintenance of them after acceptance.
7. The extension to Mesquite is part of the Master Transportation plan, the connection will eventually bring you back to FM 969.
8. The Commission asked Staff to confirm that the houses are the back of the development meet the intent of the code, as it relates to orientation. It was confirmed that the orientation of the house will meet the B3 Code.

Judah Ross made a motion to approve the River Terrace Replat. Gary Moss seconded the motion. The motion passed unanimously.

- 3D. Consider action to approve the EDC Industrial Park Replat to include a Regional Lift Station, Force Main, and Wastewater Main, being 67.67 acres out of the Bastrop Business and Industrial Park, Phase 1, Lot Reserve D, (Replats of Lot 1 and 2), located south of Highway 71 and east of Colorado Bend, within the City of Bastrop, Texas, as shown in Exhibit A.

Trey Job reported the following:

1. He recapped what was discussed during the workshop at the previous Planning and Zoning Commission Meeting:
 - a. Originally a 98-acre tract, 25 or so acres sold to Mocha Ventures, part of EDC's project. There is an extension of roadways and a replat of the entire park. The city is under contract with Duset Engineering.
 - b. The Staff Report talks about minimal drainage impact, the site development plan for the site will be started in 4 to 6 months.
 - d. If this is approved tonight, this will be the start of a Mocha Ventures call center for credit cards.
 - e. The replat of the business park, will include improvements for the movie studio and things of that nature.

Discussion commenced between the Staff and Commission on the following items:

1. A Caveat needs to be added to the plat stating if this road never goes through, a turnaround for a fire truck will need to be constructed. Make sure we have a hammerhead or something on that lot.
2. Commissioners asked if a drainage plan was needed? Staff reported, this is a small piece of land and not enough land disturbance for drainage plan.

3. Commissioners asked if the Houston Toad Habitat will be impacted by future development? Staff reported there is small area and will be permitted, but the remainder of the work stays outside of the toad habitat. Clearance has already been given.

Judah Ross made a motion to approve with the caveat mentioned of the turnaround. Gary Moss second the motion. The motion passed unanimously.

4. UPDATES

4A. Update on short-term rentals.

Sylvia Carrillo reported Staff has scrubbed for everything in our city we have sent that information over to the state comptroller's office to begin verification, legal is working on an ordinance to begin a registration process, we cannot require a permit. The registration is a checkbox to make sure that they are registered with the Comptroller's office and are paying their portion of the Hot Fund. Cannot be considered commercial. Commissioners asked what are some reasons for Registration. Staff responded with Public Safety, it is important for us to know who is in our jurisdiction during a storm, fire, flood, etc.

4B. Future development related items.

Staff reported regarding signs. We will put a survey out to businesses and residents and focus on bandit signs. Focus on code enforcement efforts of garage sale signs.

4C. Development Services Department Monthly Project Volume Report.

Staff reported:

1. Building: 109 permits were issued, 93 were trades permits.
2. Planning: 23, it was noted that Planning cases take the longest

MyGov Staff reported:

1. We are shrinking the process with internal process changes.
2. In 2-18 months, alternative permit program, Bastrop County, surrounding jurisdictions, Travis County all use it. Easy to use, similar in cost to mygov.

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

The City Manager stated the Commission and Council will be taking a field together in the future.

1. People who live in the ETJ or FM 969, concerned about traffic, building issues, environmental concerns. Staff responded that is a field trip corridor.
2. Commissioner Parsons requested and it was agreed that we can add Adelton subdivision.

Commissioner Barrow stated that he has been contacted by several current business owners and future business owners, concerning zoning for bars. Would like clarification, orientation, when to open, food served or not.

Commissioner Parsons needs to hear what is right the B3 code. Why did we pass it? What was the reason we did? Can we bring in someone who was involved in it? Staff responded with we can try to get former Mayor Schroeder.

Commissioner Parsons passed out flyer "Off the Grid and Back Again."

Commissioner Koch would like to have discussed streets, sidewalks, concrete impervious cover that we have now.

Commissioner Henson asked “What is your roadmap, your prospective, from a 30,000-foot view? And when are we going to re-visit the B3 code?”

5. ADJOURNMENT

Gary Moss made a motion to adjourn at 6:59 pm. David Barrow seconded the motion. The motion passed unanimously.

Ishmael Harris, Chair

Judah Harris, Vice-Chair