

**PLANNING & ZONING MEETING  
MINUTES**  
**September 26, 2024, at 6:00 P.M.**

The City of Bastrop Planning and Zoning Commission met Thursday, September 26, 2024, at 6:08 PM in the Council Chambers located at 1311 Chestnut Street, Bastrop, Texas 78602.

**1. CALL TO ORDER**

Chairman Ishmael Harris called the meeting to order at 6:08 PM. The delay was to ensure quorum was met.

Ishmael Harris	Present
Ashleigh Henson	Absent
David Barrow	Present
Gary Moss	Present
Jordan Scott	Present
Patrice Parsons	Absent
Keith Ahlborn	Present
Joshua Bingaman	Present

**2. CITIZEN COMMENTS**

There were no citizen comments.

**3. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 3A. Consider action to approve meeting minutes from the August 29, 2024, Planning and Zoning Commission Meeting.

Alondra Macias, Development Services Planner I

Commissioner Jordan Scott made a motion to approve the meeting minutes from the August 29, 2024, Planning and Zoning Commission Meeting. Vice-Chairman David Barrow seconded the motion. The motion passed unanimously.

- 3B. Consider action to approve the vacation of Valverde Section 1 Phase 1 And 2 Lots 52 And 71 Block C Final Plat, being 1.33 acres in the S8212 - Valverde Section 1 Phase 1 And 2, located west of FM 969, within the City Limits of Bastrop, Texas, as shown in Exhibit A.

Presented by Kennedy Higgins, Senior Planner, Development Services Department

Discussion amongst the commissioners began.

Commissioner Gary Moss made a motion to approve the vacation of Valverde Section 1 Phase 1 And 2 Lots 52 And 71 Block C Final Plat, being 1.33 acres in the S8212 - Valverde Section 1 Phase 1 And 2, located west of FM 969, within the City Limits of Bastrop, Texas, as shown in Exhibit A. Commissioner Keith Ahlborn seconded the motion. The motion passed unanimously.

- 3C. Conduct a public hearing and consider action on a recommendation for the Zoning Concept Scheme, changing the zoning of 2 acres out of Building Block 110 east of Water Street, located east of HW 95, within the City of Bastrop from P5 Core to P3 Residential, as shown on Attachment 1.

Presented by Kennedy Higgins, Senior Planner, Development Services Department

The Public Hearing Opened at 6:13 PM.

Vanice Johnson, residing at 3651 Comales Ave, spoke in favor of the change in zoning as the property is intended to be used for a future residence.

Carol Reynolds, residing at 1706 Farm St, spoke in favor of the change in zoning and stated that the property owners never intended to change the into commercial zoning.

Kendrick Williams, residing at 1105 CP Johnson Ln, spoke in favor of the change in zoning as commercial development is hard to accomplish on this site as it is on a hill area.

Kenneth Williams, residing at 1105 CP Johnson Ln, spoke in favor of the change in zoning and mentioned some of the history of the property and the family living there.

Mona Williams, residing at 1105 CP Johnson Ln, spoke in favor of the change in zoning as CP Johnson was the owner and was passed down to the family.

The Public Hearing Closed at 6:23 PM.

Discussion amongst the Commissioners began regarding the zoning of adjacent properties and ownership of the property in hand.

A recommendation was made by Commissioner Jordan Scott to approve the Zoning Concept Scheme, changing the zoning of 2 acres out of Building Block 110 east of Water Street, located east of HW 95, within the City of Bastrop from P5 Core to P3 Residential, as shown on Attachment 1 and forward to the October 22, 2024, City Council meeting. Commissioner Gary Moss seconded the motion. The recommendation passed unanimously.

- 3D. Conduct a public hearing and consider action on a recommendation for the Zoning Concept Scheme, changing the zoning of 2.20 acres out of Building Block 111 east of Water Street, located east of HW 95, within the City of Bastrop from P4 Mix to P3 Residential.

Presented by Kennedy Higgins – Senior Planner, Development Services

The Public Hearing Opened at 6:31 PM.

Carol Reynolds, residing at 1706 Farm St, spoke in favor of the change in zoning and stated that they are interested in having a comprehensive rezone of the neighboring residential properties that got rezoned previously to commercial zoning.

The Public Hearing Closed at 6:33 PM.

Discussion amongst the Commissioners began and clarification was received from the property owner regarding the property line boundaries.

A recommendation was made by Commissioner Gary Moss to approve the Zoning Concept Scheme, changing the zoning of 2.20 acres out of Building Block 111 east of Water Street, located east of HW 95, within the City of Bastrop from P4 Mix to P3 Residential and forward to the October 22, 2024, City

Council meeting. Commissioner Jordan Scott seconded the motion. The recommendation passed unanimously.

- 3E. Conduct a public hearing consider action to recommend approval to adopt the 2025 Schedule of Uniform Submittal Dates for Plats in accordance with the Bastrop Building Block (B<sup>3</sup>) Code Section 2.3.004 Annual Adoption of Schedule of Uniform Submittal Dates, and the Bastrop Building Block (B<sup>3</sup>) Technical Manual Section 1.2.002 Uniform Submittal Dates, as shown in Exhibit A, and forward to the October 22, 2024 City Council meeting.

Presented by: Kennedy Higgins – Senior Planner, Development Services

Discussion amongst the Commissioners began.

The Public Hearing Opened at 6:44 PM.

The Public Hearing Closed at 6:45 PM.

Commissioner Gary Moss made a motion to recommend approval to adopt the 2025 Schedule of Uniform Submittal Dates for Plats in accordance with the Bastrop Building Block (B<sup>3</sup>) Code Section 2.3.004 Annual Adoption of Schedule of Uniform Submittal Dates, and the Bastrop Building Block (B<sup>3</sup>) Technical Manual Section 1.2.002 Uniform Submittal Dates, as shown in Exhibit A, and forward to the October 22, 2024 City Council meeting. Vice-chairman David Barrow seconded the motion. The recommendation passed unanimously.

- 3F. Consider and act on a recommendation from the Historic Landmark Commission to begin work again towards becoming a Certified Local Government.

Presented by: Sylvia Carrillo – City Manager

Commissioner Gary Moss made a motion to table the recommendation to begin work again toward becoming a Certified Local Government until the next regular Planning and Zoning meeting full Commission were present. Commissioner Keith Ahlborn seconded the motion. The motion passed unanimously

#### **4. UPDATES**

- 4A. Follow up on assigning Planning and Zoning commission members to each other board and commission as a liaison.

Presented by Kennedy Higgins – Senior Planner, Development Services

Chairman Ishmael Harris chose to join the Cultural Arts board.

Commissioner Patrice Parsons was absent.

- 4B. Future development related items

City Manager Sylvia Carrillo stated that the state of the city is posted on the website and has useful information about the development that is coming.

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

There were no requests from the Planning and Zoning Commissioners.

- 4D. Reminder for the upcoming Boards and Commissions banquet on October 24th at 6:30 PM and group photo

- 4E. Development Services Department Monthly Project Volume Report

Development Director James E Cowey presented the monthly project volume report to the commission.

**5. ADJOURNMENT**

Vice-chairman David Barrow made a motion to adjourn the meeting at 7:06 PM. Commissioner Gary Moss seconded the motion. The motion passed unanimously.

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Ishamel Harris, Chair

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David Barrow, Vice Chair