

**PLANNING & ZONING MEETING
MINUTES**

January 30, 2025, at 6:00 P.M.

The City of Bastrop Planning and Zoning Commission met Thursday, January 30, 2025, at 6:00 PM in the City of Bastrop Council Chambers located at 1311 Chestnut Street, Bastrop, Texas 78602.

1. CALL TO ORDER

Chairman Ishmael Harris called the meeting to order at 6:02 PM.

Ishmael Harris	Present
Christopher Toth	Present
David Barrow	Present
Gary Moss	Present
Jordan Scott	Absent
Patrice Parsons	Present
Keith Ahlborn	Present
Joshua Bingaman	Absent
Jeffrey Estes	Present

2. CITIZEN COMMENTS

There were no citizen comments.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- 3A. Consider action to approve meeting minutes from the December 19, 2024 Planning and Zoning Commission Meeting.

Presented by Alondra Macias, Development Services Planner I

Commissioner Gary Moss made a motion to approve the meeting minutes from the December 19, 2024 Planning and Zoning Commission Meeting. Commissioner Jeffrey Estes seconded the motion. The motion passed unanimously.

- 3B. Consider and act on the Pecan Park Commercial Lot 2 final plat of a portion of a 38.544-acre tract of land from the Nancy Blakey Survey, Abstract No. 98, within the City Limits of Bastrop, Texas being 0.895 acres located south of State Highway 71 and east of Orchard Street, within the City Limits of Bastrop, Texas.

Presented by James E Cowey, Director of Development Services.

Commissioner Gary Moss made a motion to approve the Pecan Park Commercial Lot 2 final plat of a portion of a 38.544-acre tract of land from the Nancy Blakey Survey, Abstract No. 98, within the City Limits of Bastrop, Texas being 0.895 acres located south of State Highway 71 and east of Orchard Street, within the City Limits of Bastrop, Texas. Vice-chairman David Barrow seconded the motion. The motion passed unanimously.

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- 3C 1) Hold public hearing, consider, and act to amend section 6.3.004 PROTECTED & HERITAGE TREES to decrease the caliper per tree that will be protected from future development.

Presented by Sylvia Carrillo, City Manager

Public Hearing was opened at 6:12 pm.

Public Hearing was closed at 6:13 pm.

Commissioner Patrice Parsons made a motion to approve the amendment to section 6.3.004 PROTECTED & HERITAGE TREES to decrease the caliper per tree that will be protected from future development. Commissioner Gary Moss seconded the motion. The motion passed unanimously.

- 2) Hold public hearing, consider, and act to amend section 6.3.004 PROTECTED & HERITAGE TREES to add the requirement of a tree survey, add penalties, and further explanation of the requirements for tree protection.

Presented by Sylvia Carrillo, City Manager

Public Hearing was opened at 6:15 pm.

Public Hearing was closed at 6:16 pm.

Commissioner Jeffrey Estes made a motion to approve the amendment to section 6.3.004 PROTECTED & HERITAGE TREES to add the requirement of a tree survey, add penalties, and further explanation of the requirements for tree protection with the amendment to add penalties when not followed. Commissioner Gary Moss seconded the motion. The motion passed unanimously.

Public Hearing was reopened at 6:20 pm.

Luke Thompson, resident at 216 Waikakaaua Lane, spoke to the commissioners to help answer some of the questions regarding the size of the trees being replanted.

Commissioner Christopher Toth asked to receive an explanation on the reason for a smaller tree. Discussion amongst the commissioners began along with some questions and the replanting process and the likelihood of a tree surviving based on size.

Vice-chairman David Barrow explained that a smaller tree can adapt easier than a larger tree. Staff further explained the process of planting a new tree and the impact of the size of the tree.

The City Manager stated that there will be a landscaping regulation coming to the commissioner in the future, as we are currently working on getting a parking requirement first.

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The Director of Parks and Recreation spoke on the recommendation that was brought forward from the Parks Board and the intent of lowering the size of the tree that gets planted.

Public Hearing was reclosed at 6:47 pm.

Commissioner Jeffrey Estes amended the motion to amend section 6.3.004 PROTECTED & HERITAGE TREES to add the requirement of a tree survey, add penalties and replacement trees shall be a minimum of 2 " in diameter measured at 12" above ground and 5 ft in height when planted and that if an ISA certified arborist deems a replacement tree as dead or dying that the tree has to be replaced in perpetuity. Commissioner Gary Moss seconded the motion. The motion passed unanimously.

3) Hold public hearing, consider, and act to amend TABLE 2.1.003 PREFERRED PLANT LIST in the Technical Manual to add the Pecan Tree amongst others and remove some current trees.

Presented by Sylvia Carrillo, City Manager

Public Hearing was opened at 6:49 pm.

Scott Harris, an arborist and resident of Bastrop spoke on the tree list. Concerns were raised about including invasive species like the Chinese Pistache and Lacebark Elm.

Public Hearing was closed at 6:53 pm.

Commissioner Gary Moss made a motion to approve the amendment to TABLE 2.1.003 PREFERRED PLANT LIST in the Technical Manual to add the Pecan Tree amongst others and remove some current trees. Vice-chairman David Barrow seconded the motion. The motion passed unanimously.

4) Hold public hearing, consider, and act to amend Chapter 10, Definitions to include definitions of ISA-Certified Arborist, Native Plants and others.

Presented by Sylvia Carrillo, City Manager

Public Hearing was opened at 6:55 pm.

Public Hearing was closed at 6:55 pm.

Commissioner Patrice Parsons made a motion to approve the amendment to Chapter 10, Definitions to include definitions of ISA-Certified Arborist, Native Plants and others. Commissioner Gary Moss seconded the motion. The motion passed unanimously.

5) Hold public hearing, consider, and act to amend Appendix A, Fee Schedule for tree mitigation fees and establish penalty for violation.

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Presented by Sylvia Carrillo, City Manager

Public Hearing was opened at 6:56 pm.

The commission discussed amending Appendix A to clarify the cost of tree mitigation fees and introduce penalties for violations. The discussion included:

- Increasing the mitigation fee from \$150 per caliper inch to \$250 or \$300 per caliper inch.
- Establishing strict and moderate penalties for violations, including potential civil and criminal penalties.
- The decision to table this item and seek input from the city attorney on the proposed penalties.

Public Hearing was closed at 7:13 pm.

Commissioner Jeffrey Estes made a motion to postpone the amendment to Appendix A, Fee Schedule for tree mitigation fees and establish penalty for violation to the February 17, 2025 Special Meeting. Commissioner Patrice Parsons seconded the motion. The motion passed unanimously.

4. UPDATES

4A. Updates From Previous Meeting

Assistant City Manager Andres Rosales gave the commission updates from the previous meeting as requested regarding the signs downtown, the old iron bridge, splash pads, impervious cover credits, and ADUs.

4B. Updates Regarding Upcoming Code Amendments

Assistant City Manager Andres Rosales gave the commission more information about the code amendments coming up in the next meeting and the letters that were sent out to the citizens.

Assistant to the City Manager Viviana Andres gave the commission some information about the STR Ordinance that is moving forward to City Council and information about the parkland ordinance that is coming up in the next meeting.

4C. Future Development Related Items

Director of Development Services, James E Cowey, gave the commission an update on the Comprehensive Plan updates and the turnout of the open houses.

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

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- 4E. Development Services Department Monthly Project Volume Report.

James Cowey, Director of Development Services and Building Official presented the report to the commissioners and went into detail on some projects that the city is working with developers on.

5. ADJOURNMENT

Commissioner Gary Moss made a motion to adjourn the meeting at 7:34 PM. Commissioner Patrice Parsons seconded the motion. The motion passed unanimously.

Ishamel Harris, Chair

David Barrow, Vice Chair