



# STAFF REPORT

**MEETING DATE:** March 4, 2025

**TITLE:**

Conduct a public hearing, consider and act on the first reading of Ordinance No. 2025-25, amending the Code of Ordinances related to Chapter 14, the B3 Technical Manual, by removing all references to the Mandatory Street Network and the Gridded Network; as shown in Exhibit A; and move to include on the March 11, 2025 Consent Agenda for the second reading.

**AGENDA ITEM SUBMITTED BY:**

Andres Rosales, Assistant City Manager

**BACKGROUND/HISTORY:**

The Planning and Zoning Commission held a public hearing on February 17, 2025, and February 24, 2025, and recommended approval to amend Chapter 14, the B3 Technical Manual, by removing all references to the Mandatory Street Network and the Gridded Network. The motion passed 6-1.

The B3 code was adopted in November of 2019, and subsequently amended in April of 2022. With the adoption of the B3 code, the Technical Manual was introduced as a supporting development document.

A published notice was placed in the Elgin Courier on January 29<sup>th</sup> and sent mailed notices to all property owners within the City Limits and within 200 feet of City Limits, in accordance with the B3 Code Technical Manual.

The Planning and Zoning Commission held a public hearing on February 17, 2025 and February 24, 2025 and recommend approval with a vote six to one of the B3 Technical Manual text amendments.

As discussed in the prior public hearing, the Thoroughfare Plan lays out requirements for the gridded street network. The gridded street network requires 330' by 330' building block. This creates an overabundance of public streets and creates more maintenance requirements for the City to fund. This amendment is a change not to the B3 code, but rather it's accompanied by the Technical Manual. A change in one creates a change in the other.

The proposed amendments are as follows:

1. Amend ARTICLE 1.2 DEVELOPMENT PROCEDURES, Section. 1.2.003 DEVELOPMENT PROCESS, (c) (1) (C)

- Remove Mandatory reference to Mandatory Street Network from: “(C) Placement of the **mandatory** street network and blocks.”

- B. A recommendation and subsequent decision from one or more of the following public hearing bodies:
- Zoning Board of Adjustment (ZBA),
  - City Council, and/or
  - Planning and Zoning Commission.
  - Refer to Table A for the specific review processes.
- (4) Application for construction document review and permits;
- (5) Inspections; and,
- (6) Certificate of Occupancy.
- (c) Detailed Development Process:
- (1) Step 1: Pre-development meeting and site visit:
- Development activities begin with a pre-development meeting request to the City. Go to the City of Bastrop website at <https://www.cityofbastrop.org/page/> plan new development process, for pre-development application details and scheduling.
  - The primary purpose of the pre-development meeting is for staff to help identify the scope of the development proposal, so that the City can determine the appropriate submittal requirements and process(es), including whether the development will require administrative or public approval.
  - The site visit will:
    - Identify the geographic center of the development;
    - Key features to be preserved on the lot(s);
    - The appropriate Development Patterns;
    - Environmental/ infrastructure constraints; and
    - Placement of the **mandatory** street network and blocks.
- (2) Step 2: Development application submittal and review:

## 2. Amend section ARTICLE 2.3 NEIGHBORHOOD REGULATING PLANS, (e)

- Replace the grid reference to street network: “Neighborhood Regulating Plans using the Traditional Neighborhood Design (TND) pattern may use the downtown Bastrop **grid street network** blocks as helpful new neighborhood examples. See the Pattern Book for the Bastrop Block and other block examples.”

districts promote rural developments with less intense development standards.

- (e) Neighborhood Regulating Plans using the Traditional Neighborhood Design (TND) pattern may use the downtown Bastrop **grid street network** blocks as helpful new neighborhood examples. See the Pattern Book for the Bastrop Block and other block examples.
- (f) Neighborhood Regulating Plans in Character Districts will allow for Cluster Land Development (CLD), or Village Center Development (VCD); may create alternative designs to the block that best integrate with the existing site conditions. For more information on Development Patterns, see Chapter 5 - Development Patterns - in the B<sup>3</sup> Code.
- (g) Creating a Neighborhood Regulating Plan is a three-step process. Specific requirements, standards, and recommendations are outlined in the Code and the pattern book and this B<sup>3</sup> Technical Manual. Additional requirements and recommendations may be determined at pre-application meeting and site visit.
- (h) The specific standards for an application will be determined at the pre-application meeting.

- (i) A response will be issued by DRC to the applicant to summarize the pre-development meeting and site visit.

**SEC. 2.3.001 STEP ONE: NEIGHBORHOOD REGULATING PLAN**

(a) Submission includes:

- (1) Legal description & geographic location [map](#);
- (2) Block and Place Type [designation](#);



Neighborhood Regulating Plan with 5 Neighborhoods  
Rendering by Geoff Dyer

- 3. Amend ARTICLE 2.3 NEIGHBORHOOD REGULATING PLANS, Section 2.3.001 STEP ONE: NEIGHBORHOOD REGULATING PLAN, (a) – (4) A, (5) B, and (6)
  - (4) A – Add clarity to reference: “The street network plan must show existing streets and the transition Street Types into the proposed neighborhood, **in accordance with the Transportation Masterplan.**”
  - (5) B – Add clarity to reference: “Blocks with Street Types with wider than 55.5 feet of right-of-way can chose to create smaller blocks or propose to adjust the grid to accommodate the selected street network of Street Types, **if compliant with the Transportation Masterplan.**”
  - (6) Add clarity to reference: “Refer to the Transportation Masterplan and Thoroughfare Masterplan for **street network** requirements.”

- (3) Demonstrate the structure of the proposed neighborhood based on the standards associated with the property.
  - A. The proposed neighborhood must allocate a variety of Place Types on sites over 3.4 acres or per block of development, as defined in the B<sup>3</sup> Code.
  - B. Each block may vary in design. Natural conditions, physical barriers, special site features, or existing development shall be used to inform the patterns of the block. See the Pattern Book for alternative block configurations.
- (4) Street Network:
  - A. The street network plan must show existing streets and the transition Street Types into the proposed neighborhood, in accordance with the Transportation Masterplan.
  - B. A network of streets shall show streets to and through the development.
- (5) Street Types:
  - A. Each Street Type is scaled proportional to the associated Place Types and Building Types.
- B. Blocks with Street Types with wider than 55.5 feet of right-of-way can choose to create smaller blocks or propose to adjust the grid to accommodate the selected street network of Street Types, if compliant with the Transportation Masterplan.
- C. Blocks with Street Types wider than 55.5 ft of right-of-way must also demonstrate the fiscal sustainability of the requested Place Types and Street Types.
- D. Blocks adjacent to undeveloped land, areas unsuitable for development, or pre-existing incomplete Blocks may be exempt from Block Face length and Block perimeter requirements by Warrant.
- (6) Refer to the Transportation Masterplan and Thoroughfare Masterplan for street network requirements, if applicable.

**SEC. 2.3.002 STEP TWO: SUBDIVISION PLAT SUBMITTAL**

- (a) Subdivision Plat.
- (b) See Chapter 1 - Subdivisions of the B<sup>3</sup> Codes.

**FISCAL IMPACT:**

None

**RECOMMENDATION:**

Recommend the amendments proposed by staff to remove all references to the mandatory street network and the gridded street network.

**ATTACHMENTS:**

1. Ordinance No. 2025-25
2. Exhibit A – Redline B3 Technical Manual