

CONSTRUCTION STANDARDS BOARD MEETING MINUTES

The Construction Standards Board met Thursday, October 1, 2015 at 5:30 p.m. in the City Council Chambers, 1311 Chestnut Street, Bastrop, Texas.

1. Call to order.

Charles Schroeder called the meeting to order at 5:30 p.m.

2. Roll call and confirmation of a quorum of Board members.

Chase McDonald	present
Jimmy Crouch	present
Bruce Kana	present
Charles Schroeder	present
Roger Osborn	present

3. Citizens' comments.

Bob Rogers introduced himself to the Board members and stated he would like to be present for the discussion of the City's moving ordinance.

4. Consideration and approval of the April 21, 2015 meeting minutes.

Bruce Kana made a motion to approve the minutes of April 21, 2015 meeting. Seconded by Chase McDonald and the motion passed unanimously.

5. CSB 15:01 Review, discussion, and possible action to prepare a Resolution to the Planning and Zoning Commission recommending an ordinance change to Article 3.16 regarding the City's procedures for moving structures within the city limits.

Melissa McCollum and Ted Bowers addressed the Board stating they were recommending a possible Ordinance change to require any residential house/structure being relocated to a lot within the City Limits of Bastrop, apply for a Moving Permit and for a Conditional Use Permit, (CUP). The current process is detailed in Chapter 14, Section 33 of the Code of Ordinances for the City of Bastrop. Mr. Bowers stated as a part of the CUP process the applicant shall submit pictures of the buildings/structures to be moved, and such pictures shall include all views of the buildings/structures so it can be determined what is being moved into the City. He stated he would also request an artistic or architectural rendition (site plan) showing the proposed finished building and site at the completion of the project which will show where the building will be located/placed within the setbacks, what is to be done to upgrade and bring the building up to Code and to comply with the granted CUP.

Ted Bowers stated the residential CUP will require a schedule of the complete project from start of the move to the completion of the project and request for a Certificate of Occupancy. He stated during the remodel/construction period, the schedule shall be updated monthly, and any extended delay of non-substantial progress as determined by the Building Official shall be reviewed to determine if the building is being abandoned or stalled in construction indefinitely. Ted further stated such a ruling will require removal

from the city and/or demolition of the building and clearing of the lot. He stated this kind of project is expected to be done in 180 days excluding valid weather delays and any project expected to exceed this expectation shall include a very detailed schedule with explanations for the long term construction.

Discussions were held between the Board members and Staff regarding timelines, extensions and possibly requiring a report from a certified building inspector or professional house inspector as to the condition of the structure. Staff stated the attached Resolution will be forwarded to the Planning and Zoning Commission if this Board moves to do so. Staff stated this will require Council approval to change the Code of Ordinances to allow structures moved into the City limits be required to apply for a Conditional Use Permit (CUP).

Jimmy Crouch made a motion to recommend to the Planning and Zoning Commission the Resolution with the discussed amendments. Seconded by Roger Osborn and the motion passed unanimously.

6. **CSB 15:02** Review, discussion and possible recommendation to the City's Building Official for a policy to use pavers as an approved parking surface in accordance with Section 38.2 of the Zoning Ordinance.

Ted Bowers addressed the Board with a hand-out and a memo from the City's Engineer, Wesley Brandon, on using pavers versus concrete/asphalt stating the code currently states: No required parking shall be allowed except on a paved parking space, which shall consist of either asphalt or portland cement binder pavement consistent with the City of Bastrop Construction Standards, Chapter Five (5). All driveways and approaches to required parking spaces shall be similarly paved except in the A and SF-20 districts.

Ted stated the pavers would be required to be installed according to the manufacturer's specifications for vehicle driveway traffic and approved by the department. Also that the driveway pavers shall be continuous for the entire width and length of the driveway, and that a driveway of pavers (permit application and fee) must be submitted for review and approval prior to proceeding with the construction of the driveway.

Discussions were had between the Board and Staff on the installation of pavers stating this is key when using pavers. It was recommended that a minimum six inch (6"0) sublayer be placed along with a minimum two inch (2") base, and four inch (4") curb edge. Melissa stated this will be a policy change if approved by the Construction Standards Board that will allow permits applied for in the future to meet these newly allowed type of parking and driveway approach.

Roger Osborn made a motion to approve the use of pavers as driveway material using the minimum sublayer and base as discussed. Seconded by Chase McDonald and the motion passed unanimously.

7. **CSB 15:03** Review, discussion and possible recommendation to the City's Building Official for a policy clarifying the meaning of 'connection' of a carport/garage to a house in accordance with Chapter 3, Building Regulations and Chapter 14 of the Zoning Ordinance.

After a brief discussion between Staff and the Board, Melissa and Ted requested from the Board members to table this item so more research can be done on this agenda item. This item was tabled until the next meeting.

8. Director and Building Official's Report.

Melissa gave a brief update on the City's Comprehensive Plan for the Board.

9. Adjourn.

Roger Osborn made a motion to adjourn. Seconded by Bruce Kana and the meeting adjourned at 7:05 p.m.



Charles Schroeder, Chair