

Planning and Zoning Commission
March 31, 2022
Meeting Minutes

The City of Bastrop Planning and Zoning Commission met Thursday, March 31, 2022 at 6:00 p.m. in the Council Chambers located at 1311 Chestnut Street, Bastrop, Texas 78602.

1. CALL TO ORDER

Debbie Moore called the meeting to order at 6:00 p.m.

Debbie Moore	Present
Cynthia Meyer	Present
Matt Lassen	Absent
Cheryl Lee	Present
Greg Sherry	Absent
Ishmael Harris	Present
Pablo Serna	Present
Carrie Caylor	Present
Scott Long	Present

2. CITIZEN COMMENTS

There were no citizen comments.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- 3A. Consider action to approve meeting minutes from the February 24, 2022 Planning and Zoning Commission Regular Meeting.

Carrie Caylor made a motion to approve the February 24, 2022 meeting minutes. Cheryl Lee seconded the motion and the motion carried unanimously.

- 3B. Consider action to approve meeting minutes from March 17, 2022, Planning and Zoning Workshop Meeting.

Cheryl Lee made a motion to approve the March 17, 2022 Planning and Zoning Workshop Meeting. Pablo Serna seconded the motion and the motion carried unanimously.

- 3C. Consider action to approve the Final Plat of West Bastrop Village Section 1 Phase 1, being 25.569 acres out of Nancy Blakey Survey, Abstract No. 98, located west of FM 20, within the Extraterritorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A

Allison Land presented to Commission Final Plat of West Bastrop Village Section 1 Phase 1, being 25.569 acres out of Nancy Blakey Survey, Abstract No. 98, located west of FM 20, within the Extraterritorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A

There were no comments or questions from the Commissioners.

Pablo Serna made a motion to approve the Final Plat of West Bastrop Village Section 1 Phase 1, being 25.569 acres out of Nancy Blakey Survey, Abstract No. 98, located west of FM 20, within the

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Extraterritorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A. Ishmael Harris seconded the motion and the motion carried unanimously.

- 3D. Consider action to approve Piney Ridge Section 3, Replat of Lot 26, being 5.535 acres out of Piney Ridge Subdivision, located at 152 Black Jack Ln, within the Extraterritorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A.

Allison Land presented to Commission the Piney Ridge Section 3, Replat of Lot 26, being 5.535 acres out of Piney Ridge Subdivision, located at 152 Black Jack Ln, within the Extraterritorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A.

There were no comments or questions from the Commissioners.

Carrie Caylor made a motion to approve the Piney Ridge Section 3, Replat of Lot 26, being 5.535 acres out of Piney Ridge Subdivision, located at 152 Black Jack Ln, within the Extraterritorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A. Scott Long seconded the motion and the motion carried unanimously.

- 3E. Consider action to approve Replat of Lot 45, Piney Ridge Section 3, being 6.122 acres out of Piney Ridge Subdivision, located at 117 and 125 Black Jack Ln, within the Extraterritorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A.

Allison Land presented to Commission the Replat of Lot 45, Piney Ridge Section 3, being 6.122 acres out of Piney Ridge Subdivision, located at 117 and 125 Black Jack Ln, within the Extraterritorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A.

There were no comments or questions from the Commissioners.

Carrie Caylor made a motion to approve the Replat of Lot 45, Piney Ridge Section 3, being 6.122 acres out of Piney Ridge Subdivision, located at 117 and 125 Black Jack Ln, within the Extraterritorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A. Cynthia Meyer seconded the motion and the motion carried unanimously.

- 3F. Hold public hearing and consider action on a recommendation for the Burleson Crossing East Zoning Concept Scheme, changing the zoning for 12.95 acres out of the Nancy Blakey Survey from P2 Rural to P5 Core and establishing a plan on 19.81 acres, attached as Exhibit A, located at the northeast corner of State Highway 71 and Edward Burleson Drive, within the city limits of Bastrop, Texas and forward to the April 26, 2022 City Council meeting.

Jennifer Bills presented to Commission the Burleson Crossing East Zoning Concept Scheme, changing the zoning for 12.95 acres out of the Nancy Blakey Survey from P2 Rural to P5 Core and establishing a plan on 19.81 acres, attached as Exhibit A, located at the northeast corner of State Highway 71 and Edward Burleson Drive, within the city limits of Bastrop, Texas and forward to the April 26, 2022 City Council meeting.

Jennifer Bills stated there was also an Annexation request along with the Zoning request. There should be another road required to meet the 720' farm lot grid, and the code requires a 330' building block grid.

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Staff provided an example with walkable streets and the 330' building block grid, the applicant took the comments and came back with additional sidewalks and crosswalks.

Discussion commenced between Staff and Commissioners over the following topics:

1. Would there be another road that fronts the building? We would ask that they move the road back.
2. There is a comment they cannot meet the code requirements because they are a retail shopping center, is there anything else they provided to support that statement? No, everything we have has been provided.
3. When reviewing to adopt the new B3 code, what considerations were made for delivery trucks and their access points? It was expected they would be in the rear, and the building would front the street, but it was not specifically considered. The light blue areas show the lot layer.
4. Is the applicant aware which sections of the code Staff is able to work with them on? Yes, they have a list of requests, along with our comments and responses on where the city stands.
5. On the layout provided is the green area the walkable area? Yes, that is correct.
6. One of the future code amendments discussed was the SH 71 Corridor Alternative Development standards. Is this in relation to what we are discussing, and related to some of the issues that are coming up? Yes, which is why there will be future discussion on what those amendments and alternative rules will be.
7. The Development Agreement for Burleson Crossing doesn't affect this? It was a Chapter 380 agreement that didn't come to the Planning and Zoning Commission and didn't include this property.
8. With the proposed street would it be a one way or two-way street? It would be a two-way street.
9. What is the average parking ratio for a parking lot? The applicant said for every 1000 ft of building you need 4-5 parking spaces. The applicant has reduced parking 20% less than what is required by proposed tenants request.
10. How does this development conflict with the 380 agreement that is in place? This site, Burleson Crossing East, is not a part of the 380 Agreement that was created for the original Burleson Crossing.

Steve Durhman, owner of Burleson Crossing, discussed his concerns with the limited space for the tenant's delivery trucks, over cutting the parking lot spaces, and how they are already below some of the tenants required parking spaces. The biggest factor is trying to figure out how to install the roads but mentioned that its very helpful to do all these things upfront.

Danny Miller, LGA Engineering gave an example with the Lowes building and if you were trying to put them in the current space with 30 ft from each side that they wouldn't be able to do that with big box stores like they are proposing.

Debbie Moore opened the public hearing at 7:20 p.m.

Becki Womble, Bastrop Chamber of Commerce President at 927 Main Street, mentioned that our code is not a one size fits all and that Highway 71 and Downtown are different, and she has heard a thousand times people complain about not having enough parking. Feels like Bastrop is very unique and that we should not deny a box store that could generate sales tax. She mentioned that people come here because they do not want to go to Austin and feels that Burleson Crossing has been a good partnership and that people need parking to be successful in retail.

Debbie Moore closed the public hearing at 7:39 p.m.

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Carrie Caylor made a motion to deny the Burleson Crossing East Zoning Concept Scheme, changing the zoning for 12.95 acres out of the Nancy Blakey Survey from P2 Rural to P5 Core and establishing a plan on 19.81 acres, attached as Exhibit A, located at the northeast corner of State Highway 71 and Edward Burleson Drive, within the city limits of Bastrop, Texas. Ishmael Harris seconded the motion and the motion carried 5-2, with Cynthia Meyer and Cheryl Lee against it.

- 3G. Hold public hearing and consider action to recommend approval of an ordinance for amendments to Chapter 8 – Signs, Section 8.4.001 Standards for Temporary Signs (b) Banner Signs of the Bastrop Building Block B3 Code and forward to the April 12, 2022, City Council meeting for adoption.

Jennifer Bills presented to Commission an ordinance for amendments to Chapter 8 – Signs, Section 8.4.001 Standards for Temporary Signs (b) Banner Signs of the Bastrop Building Block B3 Code and forward to the April 12, 2022, City Council meeting for adoption.

Debbie Moore opened the public hearing at 7:44 p.m.

Becki Womble, Bastrop Chamber of Commerce President at 927 Main Street read aloud a letter from Betty Gurwitz the owner of 1110 Main Street building, who has concerns regarding the permitting process and sign ordinance.

Becki Womble, Bastrop Chamber of Commerce President at 927 Main Street voiced her concern regarding the BSD signs and how the Chamber of Commerce sponsors started getting violation for those signs. Mentioned the sign code is confusing, and we need to work together to make this work for everyone.

Devon Michalik, owner of Crosshairs located at 1102 College Street voiced her concern regarding about the process for communicating with citizens and business owners about changes. Her goal it to repair the communication of our small businesses. She is not in favor of the sign code and feels the city needs to support the businesses.

Debbie Moore closed the public hearing at 7:54 p.m.

Discussion commenced between staff and commissioners over the following topics:

1. Does everyone have to adhere to the code, regardless of what they had before? If it was a legally existing sign, then it is now referred to as a legally non-conforming sign.
2. Were these signs previously permitted? Previously, sidewalk signs did not require a permit if they were on private property.
3. Does everyone have to abide by the same rules? Yes, we regulate by type of sign.
4. Are signs regulated in other cities? Yes, most cities have a sign code.
5. Are banners considered temporary signs? Yes, they are temporary signs.
6. Is there a fee for banner signs? Yes, there is a monthly fee.
7. Do you permit the A-frame signs? Yes, it is one per site and it has to be located at the door of the business.
8. Is there a package deal for sign fees if you have multiple? No, there is a fee for each permit.

Cynthia Meyer made a motion to approve an ordinance for amendments to Chapter 8 – Signs, Section 8.4.001 Standards for Temporary Signs (b) Banner Signs of the Bastrop Building Block B3 Code. Cheryl Lee seconded, and the motion carried unanimously.

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4. UPDATES

4A. Update on recent City Council actions regarding Planning Department items.

Jennifer Bills informed the Commissioners there are currently no updates to give.

4B. Building and Planning Department Monthly Projects Volume Report.

Jennifer Bills presented to Commissioners the Monthly Projects Volume Report. She stated that the New Residential Building has slowed down some, but Bastrop Grove has started their first section which is 90 houses.

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

Jennifer Bills asked the Commissioners about particular items to be discussed on future agendas.

Carrie Caylor would like to request the A-Frame (sidewalk) sign requirements be addressed.

Cynthia Meyer requested to review the sign ordinance, especially the window signs.

5. ADJOURNMENT

Cynthia Meyer made a motion to adjourn at 8:09 p.m. Ishmael Harris seconded the motion, and the motion carried unanimously.



Debbie Moore, Chair



Pablo Serna, Vice-Chair

