

Planning and Zoning Commission

March 25, 2021

Meeting Minutes

The City of Bastrop Planning and Zoning Commission met Thursday, March 25, 2021 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
Glenn Johnson	Present
Cynthia Meyer	Present
Matt Lassen	Present
Cheryl Lee	Present
Greg Sherry	Present
Ishmael Harris	Absent
Pablo Serna	Present
Carrie Caylor	Present

2. CITIZEN COMMENTS

There were no citizen comments.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- 3A. Consider action to approve meeting minutes from the February 25, 2021 Planning & Zoning Commission Meeting, and the March 1, 2021 Planning and Zoning Commission Special Meeting.

Glenn Johnson made a motion to recommended approval of the February 25, 2021 meeting minutes. Pablo Serna seconded the motion and the motion carried unanimously.

Cynthia Meyer made a motion to recommended approval of the March 1, 2021 meeting minutes. Cheryl Lee seconded the motion and the motion carried unanimously.

- 3B. Consider action to deny a Site Development Plan for First National Bank on Lot 2 of the Main & Spring Subdivision, located at 714 Spring Street, that was previously denied by the Director of Planning & Development due to non-compliance with the Bastrop Building Block (B³) Code Section 6.3.005 Alleys & Driveway Locations.

Jennifer Bills presented. She stated the request is a minor deviation from code, and Staff could not approve the number of driveways requested. Jennifer presented the map showing driveway locations with an entrance and exits totaling 5 driveways. She stated this layout did not match with the B3 Code intent to make Bastrop to be a walkable place.

Question: What is the amount of impervious cover they are creating? Jennifer said it was less than what was there today.

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David Lapp, the consultant for First National Bank on the project, presented his case for the driveway request on the site plan. He also discussed other site elements such as future plans for the ATM, traffic flow, reasons why FNB wants to keep the ATM a drive-up ATM, the current walkability of the surrounding neighborhood, and ingress and egress onto the site.

There was a suggestion from the Commission about perhaps approaching this at two separate items for evaluation, one being the way patrons will access the site, and the other being the method of access to the ATM. The Commission also asked the engineer on the project, Luke Stewart, if he felt this site was designed with engineering best practices in mind. Luke replied he felt it was.

David Lapp stated he would need to confer with his client prior to making any compromises on the site.

The Commission suggested the meeting be tabled so David could have time to confer with his client. David stated he would be in favor of tabling the item until a further date.

Cynthia Meyer made a motion to defer the Site Development Plan for First National Bank on Lot 2 of the Main & Spring Subdivision, located at 714 Spring Street, that was previously denied by the Director of Planning and Development due to non-compliance with the Bastrop Building Block (B³) Code Section 6.3.005 Alleys & Driveway Locations. Cheryl Lee seconded the motion and the motion carried seven to one with Glenn Johnson not in favor.

4. WORKSHOP

- 4A. Discussion on Rules of Procedure for the City Council and Boards and Commission of the City of Bastrop, Texas.

Jennifer Bills informed the Commission copies of the Discussion on Rules of Procedure for the City Council and Boards and Commission of the City of Bastrop, Texas were handed out at the last meeting.

- 4B. Discussion on Comprehensive Plan Executive Summary, Chapter 4 – Housing & Neighborhoods and any other follow up the February meeting.

Jennifer Bills and the Commission discussed looking at what needs to be updated and budgeted for with the Comprehensive Plan. The agreed topics should include addressing the voluntary ETJ, Housing and Neighborhood in Section 4 –updating some key items: demographics, growth, housing.

- 4C. Discussion on the direction of amendments to the Bastrop Building Block (B³) Code, Chapter 8 - Signs.

Jennifer presented her recommendations on what needs to be changed within the Sign Code.

The Commission asked if the size of the Harbor Freight sign could be evaluated to see if it would be allowed under our current sign ordinance. Discussion was had about the back lite signs.

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5. UPDATES

5A. Update on recent City Council actions regarding Planning Department items.

There were no updates at this time.

5B. Individual Requests from Planning & Zoning Commissioners that particular items to be listed on future agendas (no group discussion allowed).

Jennifer informed the Commission there would be a departmental activity report in their packet at the next meeting.

6. ADJOURNMENT

Cynthia Meyer made a motion to adjourn at 8:17 p.m. Matt Lassen seconded the motion, and the motion carried unanimously.



Debbie Moore, Chair


Pablo Serna, Vice-Chair