

Planning and Zoning Commission

October 29, 2020

Meeting Minutes

The City of Bastrop Planning and Zoning Commission met Thursday, October 29, 2020 at 6:00 p.m. online and 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.

Pablo Serna	Present
Matt Lassen	Absent
Debbie Moore	Present
Cynthia Meyer	Present
Glenn Johnson	Present
Ishmael Harris	Present
Cheryl Lee	Present
Greg Sherry	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 September 24, 2020 Planning & Zoning Commission meeting.

Pablo Serna made a motion to recommended approval of the September 24, 2020 meeting minutes. Cheryl Lee seconded the motion and the motion carried unanimously.

- 3B. Public hearing and consider action to recommend approval of Ordinance 2020-31 of the City Council of the City of Bastrop, Texas amending Bastrop Building Block (B³) Code Section 2.3.004 Annual Adoption of Schedule of Uniform Submittal Dates for Site Plans and Place Type Zoning Changes, and Bastrop Building Block (B³) Technical Manual Section 1.2.002 Uniform Submittal Dates, as shown in Exhibit A, establishing a repealing clause, providing severability, and providing an effective date, and forward to the November 10, 2020 City Council meeting.

Allison Land presented the information sent out to the Commission in the Planning and Zoning Commission Agenda packet for the Annual Adoption of Schedule of Uniform Submittal Dates. She concluded the presentation stating Staff was recommending approval at this time.

Discussion commenced between Staff and the Commission regarding what constitutes a completeness check for a submittal, what happens when a plat is approved with conditions, provisions for emergency meetings, rezoning requirements in relation to HB3167, general platting

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requirements, and how the Board of Adjustments serves as alternates for the Planning and Zoning Commission.

Debbie Moore opened the Public Hearing.

There were no comments from the public.

Debbie Moore closed the Public Hearing.

Carrie Caylor made a motion to recommend approval of Ordinance 2020-31 of the City Council of the City of Bastrop, Texas amending Bastrop Building Block (B³) Code Section 2.3.004 Annual Adoption of Schedule of Uniform Submittal Dates for Site Plans and Place Type Zoning Changes, and Bastrop Building Block (B³) Technical Manual Section 1.2.002 Uniform Submittal Dates, as shown in Exhibit A, establishing a repealing clause, providing severability, and providing an effective date, and forward to the November 10, 2020 City Council meeting. Ishmael Harris seconded the motion and the motion carried unanimously.

4. WORKSHOP SESSION

- 4A. Discussion on the topics for the Bastrop Building Block (B³) Code, including the Development Review Committee, the Development Process, and the Sign Code and any additional topics recommended by the Planning & Zoning Commission.

Jennifer Bills presented the information sent out to the Commission in the Planning and Zoning Commission Agenda packet for the Bastrop Building Block (B³) Code, including the Development Review Committee, the Development Process, and the Sign Code and any additional topics recommended by the Planning & Zoning Commission. She informed the Commission the discussion of these items would occur at the Joint Meeting with City Council Scheduled for January 28, 2020.

The following topics were agreed upon for discussion to the Joint Meeting with Council:

Development Review Committee
Development Process
Sign Code
Scenic Corridors

- 4B. Discussion on timeline for review of the 2036 Comprehensive Plan.

Jennifer Bills presented the information sent out to the Commission in the Planning and Zoning Commission Agenda packet the proposed timeline for the review of the 2036 Comprehensive Plan.

The Commission and Staff agreed the start of 2021 would be the appropriate time to begin the review of the Goals and Objective, and the first chapter their review would focus on would be Chapter 4 Housing Types.

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The workshop concluded.

5. UPDATES

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

Jennifer Bills informed the Commission the discussion from their previous meeting regarding subdivision standards in the ETJ had been presented to them at their last meeting, and the general consensus from the Council is they agree with the Commissions statements regarding the need for subdivision standards in the ETJ.

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


No requests were made at this time.

6. ADJOURNMENT

Cynthia Meyer made a motion to adjourn at 6:33 p.m. Cheryl Lee seconded the motion, and the motion carried unanimously.



Debbie Moore, Chair



Pablo Serpa, Vice-Chair

