

# Planning and Zoning Commission

July 30, 2020

## Meeting Minutes

The City of Bastrop Planning and Zoning Commission met Thursday, July 30, 2020 at 6:30 p.m. online.

### 1. CALL TO ORDER

Debbie Moore called the meeting to order at 6:30 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	Absent

### 2. CITIZEN COMMENTS

There were no citizen comments.

### 3. ITEMS FOR INDIVIDUAL CONSIDERATION

- 3A. Consider action to approve meeting minutes from the June 25, 2020 Meeting of the Planning & Zoning Commission.

Cynthia Meyer made a motion to recommended approval of the June 25, 2020 meeting minutes. Cheryl Lee seconded the motion and the motion carried unanimously.

### 4. WORKSHOP SESSION

- 4A. Discussion on Bastrop Building Block (B<sup>3</sup>) Code review and future proposed amendments, including, but not limited to:
- Subdivision Process & Authority
  - Clarifying Process – Warrants, Variances, Alternative Process
  - Sign Code
  - Combining the B<sup>3</sup> Main Document & Technical Manual
  - Update Development Manual

Jennifer Bills gave a PowerPoint presentation to the Commission over the following workshop topics:

- Subdivision Process & Authority
- Clarifying Process – Warrants, Variances, Alternative Process
- Sign Code
- Combining the B<sup>3</sup> Main Document & Technical Manual

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- Update Development Manual

Discussion commenced between Jennifer Bills and the Commission. Some of the topics discussed were the following:

What the development standards for lots within the 1-mile ETJ are, the need to be proactive when planning how to handle anticipated growth, the response the City of Bastrop adopted to the "Shot Clock" House Bill, the decision criteria that is considered when someone applies for a warrant or a variance, the need to stay consistent with the adopted standards so we do not give applicants an easy way out who don't want to follow the process, adopting standards for the waiver process in order to make the qualifying criteria clear, and the sign code.

The Commission asked Staff to bring additional information before them at the next meeting to more clearly explain why there needs to be amendments made to the sign code that was recently adopted.

The workshop concluded.

### 5. UPDATES

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

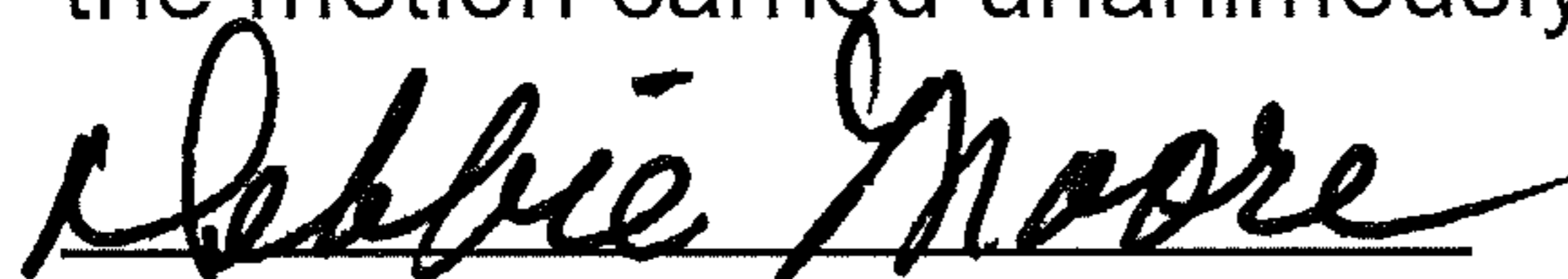
Staff updated the Commission on the number of residential permits that had been issued in the past three months, and on the progress of the MyGov software.

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

There were no requests.

### 6. ADJOURNMENT

Cynthia Meyer made a motion to adjourn at 7:47 p.m. Glenn Johnson seconded the motion, and the motion carried unanimously.

  
Debbie Moore, Chair

  
Pablo Serna, Vice-Chair