

# Planning & Zoning Commission Meeting Agenda

City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602



*This meeting will be live streamed on the City of Bastrop Facebook Page*

*([www.facebook.com/bastroptx](http://www.facebook.com/bastroptx)) and broadcast on Spectrum channel 10 and AT&T U-verse channel 99. A recording of the meeting will also be available within 72 hours after the meeting on the City's YouTube channel (Bastrop TX Network) and in the Agendas & Minutes section of the City website ([www.cityofbastrop.org](http://www.cityofbastrop.org)).*

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**October 29, 2020 at 6:00 P.M.**

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*City of Bastrop Planning & Zoning Commission meetings are available to all persons regardless of disability. If you require special assistance, please contact the Commission Secretary at (512) 332-8840 or write 1311 Chestnut Street, 78602, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.*

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As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purposes of seeking confidential legal advice from the City Attorney on any item on the agenda at any time during the meeting.

The City of Bastrop reserves the right to reconvene, recess, or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

- 1. CALL TO ORDER**
- 2. CITIZEN COMMENTS**

At this time, comments will be taken from the audience on any topic.

In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, the Commission cannot discuss issues raised or make any decision at this time. Instead, city Commissions are limited to making a statement of specific information or a recitation of existing policy in response to the inquiry. Issues may be referred to the Staff Liaison for research and possible future action.

It is not the intention of the City of Bastrop to provide a public forum for the embarrassment or demeaning of any individual or group. Neither is it the intention of the Commission to allow a member of the public to slur the performance, honesty, and/or integrity of the Commission, as a body or any member or members of the Commission, individually or collectively, nor any members of the city's staff. Accordingly, profane, insulting, or threatening language directed toward the Commission and/or any person in the Commission's presence will not be tolerated.

### 3. ITEMS FOR INDIVIDUAL CONSIDERATION

- 3A. Consider action to approve meeting minutes from the September 24, 2020 Planning & Zoning Commission meeting.
- 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 (B<sup>3</sup>) 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 (B<sup>3</sup>) 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.

### 4. WORKSHOP SESSION

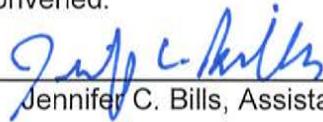
- 4A. Discussion on the topics for the Bastrop Building Block (B<sup>3</sup>) Code, including the Development Review Committee, the Development Process, and the Sign Code and any additional topics recommended by the Planning & Zoning Commission.
- 4B. Discussion on timeline for review of the 2036 Comprehensive Plan.

### 5. UPDATES

- 5A. Update on recent City Council actions regarding Planning Department items.
- 5B. Individual Requests from Planning & Zoning Commissioners that particular items to be listed on future agendas (no group discussion allowed).

### 6. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting as posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place of convenient and readily accessible to the general public, as well as to the City's website, [www.cityofbastrop.org](http://www.cityofbastrop.org) and said Notice was posted on the following date and time: October 23, 2020 at 6:00 p.m. and remained posted for at least two hours after said meeting was convened.



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Jennifer C. Bills, Assistant Planning Director



# STAFF REPORT

**MEETING DATE:** October 29, 2020

**AGENDA ITEM:** 3A

**TITLE:**

Consider action to approve meeting minutes from the September 24, 2020 meeting of the Planning & Zoning Commission.

**STAFF REPRESENTATIVE:**

Vivianna Nicole Andres, Planning Technician

**ATTACHMENTS:**

Meeting Minutes



# Planning and Zoning Commission

## September 24, 2020

### Meeting Minutes

The City of Bastrop Planning and Zoning Commission met Thursday, September 24, 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	Absent
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 August 27, 2020 Planning & Zoning Commission meeting.

Pablo Serna made a motion to recommended approval of the August 27, 2020 meeting minutes. Glenn Johnson seconded the motion and the motion carried unanimously with Carrie Caylor abstaining.

- 3B. Consider action to approve the Revised Preliminary Plat for The Colony MUD 1B, Section 5 & 6, being 31.583 acres out of the Jose Manuel Bangs Survey, Abstract 5, located west of FM 969, at the west extension of Sam Houston Boulevard within the Statutory Extra-Territorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A.

Jennifer Bills presented the information sent out to the Commission in the Planning and Zoning Commission Agenda packet for the Revised Preliminary Plat for The Colony MUD 1B, Section 5 & 6, being 31.583 acres out of the Jose Manuel Bangs Survey, Abstract 5, located west of FM 969, at the west extension of Sam Houston Boulevard. She concluded the presentation stating Staff was recommending approval at this time.

Discussion commenced between Staff and the Commission regarding the overall connectivity of the subdivision, platting standards in the ETJ, history of the project, drainage for the overall subdivision, and the total lot count for the revised Preliminary Plat.

# Planning and Zoning Commission

September 24, 2020

## Meeting Minutes

Glenn Johnson made a motion to recommend approval of Revised Preliminary Plat for The Colony MUD 1B, Section 5 & 6, being 31.583 acres out of the Jose Manuel Bangs Survey, Abstract 5, located west of FM 969, at the west extension of Sam Houston Boulevard within the Statutory Extra-Territorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A. Carrie Caylor seconded the motion and the motion carried unanimously.

- 3C. Consider action to approve, the West Bastrop Village, Phase 1, Section 1 Preliminary Plat, consisting of 25.557 acres out of the Nancy Blakey Survey No. 98, located west of F.M. 20, within the Statutory Extraterritorial Jurisdiction (ETJ) of the City of Bastrop, Texas, as shown in Exhibit A.

Jennifer Bills presented the information sent out to the Commission in the Planning and Zoning Commission Agenda packet for the West Bastrop Village, Phase 1, Section 1 Preliminary Plat, consisting of 25.557 acres out of the Nancy Blakey Survey No. 98, located west of F.M. 20. She concluded the presentation stating Staff was recommending approval at this time.

Discussion commenced between Staff and the Commission regarding the old development rules which were in place when the project originally began, parts of the development that are vested, how this current plat is focused on the residential portion of the development, utility plans for the development, total unit count for the development at full build out, drainage, overall connectivity for the project, fire protection, and the proposed alley loaded product to be constructed in this portion of the project.

Carrie Caylor made a motion to recommend approval of the West Bastrop Village, Phase 1, Section 1 Preliminary Plat, consisting of 25.557 acres out of the Nancy Blakey Survey No. 98, located west of F.M. 20, within the Statutory Extraterritorial Jurisdiction (ETJ) of the City of Bastrop, Texas, as shown in Exhibit A. Glenn Johnson seconded the motion and the motion carried unanimously.

#### 4. WORKSHOP SESSION

- 4A. Discussion on Bastrop Building Block (B<sup>3</sup>) Code, related to subdivision authority, including, but not limited to:
- Why is it important?
  - Local Government Code Chapter 212 – Municipal Regulations of Subdivisions and Property Development
  - 1445 Interlocal Agreement with Bastrop County for Extraterritorial Jurisdiction Subdivision Review
  - Platting Exemptions and Exception
  - Major Thoroughfare Map and Grid System
  - Direction for B<sup>3</sup> Code Updates

Jennifer Bills and Matt Lewis, of Simplecity Design, presented to the Commission a PowerPoint presentation they had created regarding the proposed changes to the B3 Code.

# Planning and Zoning Commission

## September 24, 2020

### Meeting Minutes

The Commission and Staff held a discussion over platting/development pattern regulations in the ETJ, platting exemptions/exceptions in the ETJ, street standards in rural developments, and the adopted thoroughfare and grid system.

The Commission asked Staff to look into creating subdivision standards/regulations in the ETJ (1-mile and statutory) that would tie into Bastrop County's stormwater/drainage/septic regulations, road cross sections for rural developments in the ETJ, adopting appropriate platting exemptions in the ETJ, and encouraging a diversity of uses along outlying thoroughfare corridors by designating scenic corridors to encourage specific development patterns, driveway standards in the ETJ, and block standards in the ETJ to help guide development in the ETJ.

The workshop concluded.

#### **5. UPDATES**

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

Jennifer Bills informed the Commission the Amendment for the Grove Planned Development had been approved by City Council.

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

The Commission inquired into the status of the Planning Director position being filled. Jennifer Bills responded that vacancy would not be filled until sometime in 2021. She also informed the Commission the Planning Department would be hiring an additional Planning Technician in the future, and the launch of MyGov was going well.

#### **6. ADJOURNMENT**

Glenn Johnson made a motion to adjourn at 7:10 p.m. Ishmael Harris seconded the motion, and the motion carried unanimously.

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Debbie Moore, Chair

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Pablo Serna, Vice-Chair



# STAFF REPORT

**MEETING DATE:** October 29, 2020

**AGENDA ITEM:** 3B

**TITLE:**

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 (B<sup>3</sup>) 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 (B<sup>3</sup>) 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.

**STAFF REPRESENTATIVE:**

Jennifer C. Bills, Assistant Planning Director  
Allison Land, Planner II

**BACKGROUND/HISTORY:**

House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by Staff and Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction.

**POLICY EXPLANATION:**

Texas Local Government Code Chapter 212, Subchapter A. Regulation of Subdivisions, Section 212.002 Rules, grants authority to a governing body of a municipality, after conducting a public hearing on the matter, to adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.

To ensure compliance with Texas Local Government Code Chapters 211 and 212, City Council will annually adopt Schedules of Uniform Submittal Dates for Zoning Concept Scheme applications, Public Improvement Plan applications, Plat applications, and Site Plan applications. The Schedules of Uniform Submittal Dates will include dates applications will be accepted, when review for completeness checks will occur, when recommendations or approvals are made, and dates of any required Planning & Zoning Commission and/or City Council meetings.

This year's calendar roughly adheres to the following monthly schedule:

- First Monday: Plats
- Second Monday: Zoning
- Third Monday: Site Development Plans and Public Improvement Plans (PIPs)

Holiday considerations include moving submittal dates to Tuesdays when Monday is a City holiday, moving the Planning & Zoning Commission meetings to the week ahead of

Thanksgiving and Christmas holidays, and adjusting completeness checks around any Tuesday holidays. Adjustments from the regularly scheduled day are in bold and italics on the schedules.

The Zoning schedule includes City Council meeting dates. These dates may be adjusted by ordinance amendment after City Council adopts their 2021 meeting calendar. The Zoning schedule currently assumes that the second meeting in November and December will be cancelled due to the holidays.

The schedules may also be adjusted if changes to the development process require different dates to provide consistent and predictable workflows. Any changes will be brought back to the Planning & Zoning Commission at the time of any development ordinance changes.

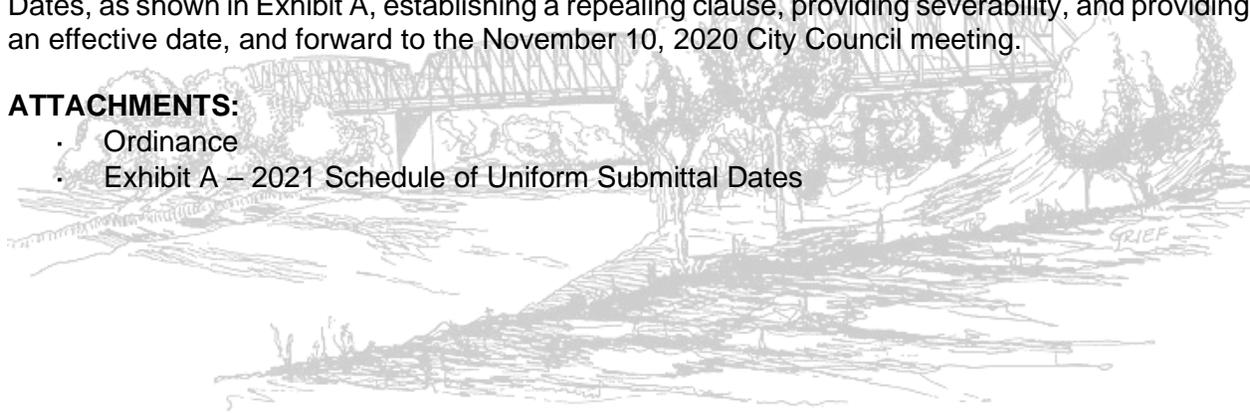
**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

Hold 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 (B<sup>3</sup>) 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 (B<sup>3</sup>) 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.

**ATTACHMENTS:**

- Ordinance
- Exhibit A – 2021 Schedule of Uniform Submittal Dates



## ORDINANCE 2020-31

**A ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS AMENDING BASTROP BUILDING BLOCK (B<sup>3</sup>) 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 (B<sup>3</sup>) 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.**

**WHEREAS**, House Bill 3167 of the 86th Session of the Texas Legislature requires that a subdivision development plan, subdivision construction plan, site plan, land development application, site development plan, preliminary plat, general plan, final plat, and replat be approved, approved with conditions, or disapproved by staff and Planning & Zoning Commission within 30 days of submission or it is deemed approved by inaction; and

**WHEREAS**, Texas Local Government Code Chapter 212, Subchapter A. Regulation of Subdivisions, Section 212.002. Rules, grants authority to a governing body of a municipality, after conducting a public hearing on the matter, to adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality; and

**WHEREAS**, City Council will annually adopt a Schedule of Uniform Submittal Dates to comply with Texas Local Government Code Chapters 211 and 212 for Zoning Concept Scheme applications, Public Improvement Plan applications, Plat applications, and Site Plan applications. The Schedules of Uniform Submittal Dates will include dates applications will be accepted, when review for completeness checks will occur, when recommendations or approvals are made, and dates of any required Planning & Zoning Commission and/or City Council meetings.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:**

**Section 1:** The City Council hereby adopts the 2021 Schedule of Uniform Submittal Dates, in accordance with B<sup>3</sup> Code Section 2.3.004 Annual Adoption of Schedule of Uniform Submittal Dates for Site Plans and Place Type Zoning Changes and B<sup>3</sup> Technical Manual Section 1.2.002 Uniform Submittal Dates, as attached in Exhibit A.

**Section 2:** In the case of any conflict between the other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

**Section 3:** If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

**Section 4:** This Ordinance shall take effect immediately upon passage.

**READ and APPROVED** on First Reading on the 10<sup>th</sup> day of November 2020.

**READ and ADOPTED** on Second Reading on the 8<sup>th</sup> day of December 2020.

**APPROVED:**

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Connie B. Schroeder, Mayor

**ATTEST:**

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Ann Franklin, City Secretary

**APPROVED AS TO FORM:**

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Alan Bojorquez, City Attorney

DRAFT

## Exhibit A

# 2021 Schedule of Uniform Submittal Dates

## Plats Requiring Planning & Zoning Commission Approval



Preliminary, Final, Residential Replat

Submittal Dates	Completeness Check Date	Comments Issued Date	Resubmittal Date	Planning & Zoning Commission Packet Published	Planning & Zoning Commission Meeting Date
Must be received by 4:00 pm CDT (Monday unless City holiday)	All submissions must be deemed complete to be considered filed and enter review	Approved, Approved with Conditions, or Denied (Thursday)	For projects that were Approved with Conditions (Monday)	(Friday)	(Thursday)
1/4/2021	1/5/2021	1/14/2021	1/18/2021	1/22/2021	1/28/2021
2/1/2021	2/2/2021	2/11/2021	2/15/2021	2/19/2021	2/25/2021
3/1/2021	3/3/2021	3/11/2021	3/15/2021	3/19/2021	3/25/2021
4/5/2021	4/6/2021	4/15/2021	4/19/2021	4/23/2021	4/29/2021
5/3/2021	5/4/2021	5/13/2021	5/17/2021	5/21/2021	5/27/2021
6/7/2021	6/8/2021	6/17/2021	6/21/2021	6/18/2021	6/24/2021
<b>7/6/2021</b>	7/7/2021	7/15/2021	7/19/2021	7/23/2021	7/29/2021
8/9/2021	8/10/2021	8/19/2021	8/23/2021	8/20/2021	8/26/2021
<b>9/7/2021</b>	9/8/2021	9/16/2021	9/20/2021	9/24/2021	9/30/2021
10/4/2021	10/5/2021	10/14/2021	10/18/2021	10/22/2021	10/28/2021
10/25/2021	10/26/2021	11/4/2021	11/8/2021	11/12/2021	<b>11/18/2021</b>
11/22/2021	11/23/2021	12/2/2021	12/6/2021	12/10/2021	<b>12/16/2021</b>
1/3/2022	1/4/2022	1/13/2022	1/17/2022	1/21/2022	1/27/2022

## 2021 Schedule of Uniform Submittal Dates

### Zoning Concept Schemes and Neighborhood Regulating Plans



Submittal/Resubmittal Dates	Completeness Check Date	Planning Director Recommendation	Planning & Zoning Commission Meeting Date	City Council Meeting Date	City Council Meeting Date
Must be received by 4:00 pm CDT (Monday unless City holiday)	All submissions must be deemed complete to be considered filed and enter review	(Thursday)	Public Hearing (Thursday)	Public Hearing First Reading (Tuesday)	Second Reading (Tuesday)
12/14/2020	12/15/2020	12/24/2020	1/28/2021	2/23/2021	3/9/2021
1/11/2021	1/12/2021	1/21/2021	2/25/2021	3/23/2021	4/13/2021
2/8/2021	2/9/2021	2/18/2021	3/25/2021	4/13/2021	4/27/2021
3/15/2021	3/16/2021	3/25/2021	4/29/2021	5/25/2021	6/8/2021
4/12/2021	4/13/2021	4/22/2021	5/27/2021	6/22/2021	7/13/2021
5/10/2021	5/11/2021	5/20/2021	6/24/2021	7/13/2021	7/27/2021
6/7/2021	6/8/2021	6/17/2021	7/29/2021	8/24/2021	9/14/2021
7/12/2021	7/13/2021	7/22/2021	8/26/2021	9/14/2021	9/28/2021
8/9/2021	8/10/2021	8/19/2021	9/30/2021	10/26/2021	11/9/2021
9/13/2021	9/14/2021	9/23/2021	10/28/2021	<b>12/14/2021</b>	<b>1/11/2022</b>
10/4/2021	10/5/2021	10/14/2021	<b>11/18/2021</b>	<b>12/14/2021</b>	1/11/2022
11/1/2021	11/2/2021	11/11/2021	<b>12/16/2021</b>	1/11/2022	1/25/2022
12/13/2021	12/14/2021	12/23/2021	1/27/2022	2/22/2022	3/8/2022

# 2021 Schedule of Uniform Submittal Dates

## Plats Administratively Approved



Amending, Minor, Non-Residential Replat

Submittal Dates	Completeness Check Date	First Administrative Decision Date	Resubmittal Date	Final Administrative Decision Date
Must be received by 4:00 pm CDT (Monday unless City holiday)	All submissions must be deemed complete to be considered filed and enter review	Approved, Approved with Conditions, Denied (Thursday)	For projects that were Approved with Conditions (Monday unless City holiday)	Verify conditions have been met for Approved with Conditions projects
1/4/2021	1/5/2021	1/14/2021	<b>1/19/2021</b>	1/28/2021
2/1/2021	2/2/2021	2/11/2021	2/15/2021	2/25/2021
3/1/2021	3/3/2021	3/11/2021	3/15/2021	3/25/2021
4/5/2021	4/6/2021	4/15/2021	4/19/2021	4/29/2021
5/3/2021	5/4/2021	5/13/2021	5/17/2021	5/27/2021
6/7/2021	6/8/2021	6/17/2021	6/21/2021	6/24/2021
<b>7/6/2021</b>	7/7/2021	7/15/2021	7/19/2021	7/29/2021
8/9/2021	8/10/2021	8/19/2021	8/23/2021	8/26/2021
<b>9/7/2021</b>	9/8/2021	9/16/2021	9/20/2021	9/30/2021
10/4/2021	10/5/2021	10/14/2021	10/18/2021	10/28/2021
10/25/2021	10/26/2021	11/4/2021	11/8/2021	<b>11/18/2021</b>
11/22/2021	11/23/2021	12/2/2021	12/6/2021	<b>12/16/2021</b>
1/3/2022	1/4/2022	1/13/2022	1/17/2022	1/27/2022

## 2021 Schedule of Uniform Submittal Dates

### Site Development Plans & Public Improvement Plans (PIPs)



Submittal Dates	Completeness Check Date	First Administrative Decision Date	Resubmittal Date	Final Administrative Decision Date
Must be received by 4:00 pm CDT (Monday unless City holiday)	All submissions must be deemed complete to be considered filed and enter review	Approved, Approved with Conditions, Denied (Thursday)	For projects that were Approved with Conditions (Monday unless City holiday)	Verify conditions have been met for Approved with Conditions projects
<b>1/19/2021</b>	1/20/2021	1/28/2021	2/1/2021	2/11/2021
2/15/2021	2/16/2021	2/25/2021	3/1/2021	3/11/2021
3/15/2021	3/3/2021	3/25/2021	3/29/2021	4/8/2021
4/19/2021	4/20/2021	4/29/2021	5/3/2021	5/13/2021
5/17/2021	5/18/2021	5/27/2021	5/31/2021	6/10/2021
6/21/2021	6/22/2021	7/1/2021	7/5/2021	7/15/2021
7/19/2021	7/20/2021	7/15/2021	7/19/2021	7/29/2021
8/16/2021	8/17/2021	8/26/2021	8/30/2021	9/9/2021
9/20/2021	9/21/2021	9/16/2021	9/20/2021	9/30/2021
10/18/2021	10/19/2021	10/28/2021	11/1/2021	<b>11/12/2021</b>
11/15/2021	11/16/2021	11/25/2021	11/29/2021	12/9/2021
12/20/2021	12/21/2021	12/30/2021	1/3/2022	1/13/2022
<b>1/18/2022</b>	1/19/2022	1/27/2022	1/31/2022	2/10/2022



# STAFF REPORT

**MEETING DATE:** October 29, 2020

**AGENDA ITEM:** 4A

**TITLE:**

Discussion on the topics for the Bastrop Building Block (B<sup>3</sup>) Code, including the Development Review Committee, the Development Process, and the Sign Code and any additional topics recommended by the Planning & Zoning Commission.

**STAFF REPRESENTATIVE:**

Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director

**BACKGROUND/HISTORY:**

The Bastrop Building Block (B<sup>3</sup>) Code is a fluid document that reflects the community's values and is guided by the City Council's purpose statement:

"Create a fiscally sustainable community through land-use standards that are authentically Bastrop and geographically sensitive."

The Planning Department has been reviewing sections with the Planning & Zoning Commission as well as the City Council. At our last meeting City Council expressed interest in holding a joint meeting with the Planning & Zoning Commission in the future to discuss the direction of the code changes, especially related to the Development Review Committee, the Development Process, and the Sign Code. If the Commission has any other topics they would like City Council to consider, this discussion will allow Staff to address them during the joint meeting.

**REFERENCE DOCUMENTS:**

**Bastrop Building Block (B<sup>3</sup>) Code**

<https://www.cityofbastrop.org/upload/page/0107/B3%20Code%20-%20UPDATED%20-%20JANUARY%2015%202020.pdf>

**B<sup>3</sup> Code Technical Manual**

<https://www.cityofbastrop.org/upload/page/0107/docs/B3%20Technical%20Manual.pdf>

**Authentic Bastrop Pattern Book**

<https://www.cityofbastrop.org/upload/page/0107/docs/B3%20PATTERN%20BOOK%20-%20Compressed.pdf>

**Transportation Master Plan – Chapter 5 Thoroughfare Plan**

[https://www.cityofbastrop.org/upload/page/0267/docs/TMP\\_Update%20Chapter%205\\_20191011.pdf](https://www.cityofbastrop.org/upload/page/0267/docs/TMP_Update%20Chapter%205_20191011.pdf)



# STAFF REPORT

**MEETING DATE:** October 29, 2020

**AGENDA ITEM:** 4B

**TITLE:**

Discussion on timeline for review of the 2036 Comprehensive Plan.

**STAFF REPRESENTATIVE:**

Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director

**BACKGROUND/HISTORY:**

The 2036 Comprehensive Plan was adopted on November 22, 2016. This document takes a proactive, comprehensive approach to addressing a community's growth and development as we plan for the City over a 30-year time frame. In the Implementation Plan in Chapter 9, it is recommended that the Commission review and update the Short-term Work Program. Every five years, a broader review of the entire plan is recommended. As we approach the five-year mark since adoption, we will begin the process of defining the scope for the review to be completed. This five-year review is not a complete re-write of the Comprehensive Plan, but an update to reflect completed projects and new focus areas of the city.

Starting in January/February, Staff recommends that the Commission review each chapter, looking specifically at the Goals and Objectives for each topic area. Updates are needed to relect completed goals, and direction for reaffirming By identifying which goals have been completed, are still a direction to be completed in the future, or no longer seem necessary, this will help narrow down specific sections to be updated.

**REFERENCE DOCUMENTS:**

**2036 Comprehensive Plan**

[https://www.cityofbastrop.org/page/plan.comp\\_plan](https://www.cityofbastrop.org/page/plan.comp_plan)