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.

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, three (3) minute comments will be taken from the audience on any topic. To address the Commission, please submit a fully completed request card to the Commission chairperson prior to the beginning of the meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, city Commission cannot discuss issues raised or make any decision at this time. Instead, city Commission 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 city staff 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 April 25, 2019 Planning & Zoning Commission Meeting.

3B. Discussion and evaluation on Chapter 4: Housing and Neighborhoods of the 2036 Comprehensive Plan.

4. **UPDATES**

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

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

5. **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: Wednesday, May 22, 2019 at 4:00 p.m. and remained posted for at least two hours after said meeting was convened.

[Signature]
Ann Franklin, City Secretary
MEETING DATE: May 30, 2019

AGENDA ITEM: 3A

TITLE: Consider action to approve meeting minutes from the April 25, 2019 Planning & Zoning Commission Meeting.

STAFF REPRESENTATIVE: Vivianna Nicole Hamilton, Planning Technician

ATTACHMENTS: Meeting Minutes
The City of Bastrop Planning and Zoning Commission met Thursday, April 25, 2019 at 6:00 p.m. in the Bastrop City Council Chambers, 1311 Chestnut Street, Bastrop, Texas.

1. CALL TO ORDER

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

Debbie Moore Present
Patrick Connell Present
Cynthia Meyer Present
Matthew Lassen Present
Richard Gartman Present
Cheryl Lee Absent
Greg Sherry Present
Pablo Serna Present
Tom Dawson Present

2. CITIZEN COMMENTS

There were no citizen comments.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

3A. Consider action to approve meeting minutes from the March 28, 2019 Planning & Zoning Commission Meeting.

Patrick Connell made a motion to recommend approval of the meeting minutes from the March 28, 2018 Planning & Zoning Commission Meeting. Cynthia Meyer seconded the motion and the motion carried unanimously.

3B. Public hearing and consider action to recommend approval of a Conditional Use Permit to allow a brewery, distillery and winery use on 0.266 acres of Building Block 4, West of Water Street located at 919 Main Street, an area zoned Downtown Bastrop Form-based Code - HMS, Historic Main Street, within the city limits of Bastrop, and forward to City Council for consideration at their next meeting.

Jennifer Bills presented to the Commission the information from the PowerPoint presentation that was distributed in the packet.

The Commission asked where it would be located, and would there be adequate review to confirm the existing building would be able to support this use. Staff responded that the brewing units would be located at the center of the building, and the infrastructure would be reviewed for code compliance during the building permit review.

Debbie Moore opened the Public Hearing for comments. Hearing none, she closed the Public Hearing for comments and opened the floor for a motion from the Commission.
Patrick Connell made a motion to recommend approval of a Conditional Use Permit to allow a brewery, distillery and winery use on 0.266 acres of Building Block 4, West of Water Street located at 919 Main Street, an area zoned Downtown Bastrop Form-based Code - HMS, Historic Main Street, within the city limits of Bastrop, and forward to City Council for consideration at their next meeting. Pablo Serna seconded the motion and the motion carried unanimously.

3C. Discussion regarding the Planning & Zoning Commission Fundamentals training with the City Attorney.

The City Attorney presented a slideshow to the Commission over the fundamentals of the roles and rules of engagement for Planning and Zoning Commissions. He also answered questions from the Commission as they occurred throughout the presentation.

4. UPDATES

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

Matt Jones informed the Commission about the outcomes of various items the Commission had made recommendations on to Council, and extended the invitation to the Commissioners to be a part of the Comprehensive Plan Informational Table at the upcoming Code Redo.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

3D. Presentation from Planning Director Matt Jones regarding parking requirements within the City Limits.

Matt Jones presented to the Commission a slideshow over the parking requirements within the City Limits of Bastrop. Discussion commenced between the Commission and Staff.

3E. Discussion and evaluation on Chapter 4: Housing and Neighborhoods of the 2036 Comprehensive Plan.

Matt Jones and the Commission created a strategy for the submission of talking points regarding areas of interest from the Commissioners for Chapter 4: Housing and Neighborhoods, and for the submission of the recommendations from the Commission to Council that would come out of this review process.

4. UPDATES

4B. Individual Requests from Planning and Zoning Commissioners that particular items be listed on future agendas (no group discussion allowed).
5. ADJOURNMENT

Cynthia Meyer made a motion to adjourn at 8:13 p.m.. Greg Sherry seconded the motion, and the motion carried unanimously.

_______________________
Debbie Moore, Chair

_______________________
Patrick Connell, Vice-Chair
MEETING DATE: May 30, 2019

AGENDA ITEM: 3B

TITLE: Discussion and evaluation on Chapter 4: Housing and Neighborhoods of the 2036 Comprehensive Plan.

STAFF REPRESENTATIVE:
Matt Jones, Director of Planning and Development

BACKGROUND/HISTORY:
At the April 25, 2019 Planning and Zoning Commission meeting Staff asked the Commission to submit comments regarding what specific items of Chapter 4: Housing & Neighborhoods they would like to discuss. The following were the talking points submitted:

- 4-2 - Housing Trends - How have the new subdivisions, i.e. Pecan Park, Piney Creek Bend, apartments at Hunters Crossing, etc., affected housing demands?
  - Neighborhood Trends - Under multi-modal transportation, why was public transportation not included?

- 4-3 - Second paragraph re healthy neighborhoods, discuss Piney Creek Bend and parts of Pecan Park that have built privacy fences around part or all of the development making them NOT complimentary of or inviting to the surrounding neighborhoods.

- 4-9 - What is the last area that has been annexed? Plans for future annexation?

- 4-12 - 4.2.1 Objective - Is this worthwhile objective viable given current staff?

- 4-19 - Objective 4.3.1 - Has EDC collected recommended data? If so, what has been done with it? If not, why, and is this still a recommendation?

- 4-22 - Objective 4.4.1 - Progress?

- 4-28 - Objective 4.5.1 - Realistically how much can be done in already developed areas of the city, like the Historic District, where there are already streets, often sidewalks on one side of the street, etc. to encourage interconnectivity and make the areas public transit friendly? Bus and/or van pull offs near bus stops would help avoid traffic slowdowns.

- Regarding Objective 4.1.1, Establish a process to diversify housing options in Bastrop:
  - a. I agree with each of the points on page 4-9.
  - b. Would like to see what recommendations you would have for including more ADU’s, so-called Tiny Houses, and Short-Term Rentals?
- Regarding Objective 4.4.1 Create incentives to support the provision of low-to-moderate income housing opportunities by partnering agencies in Bastrop:
  o a. I agree strongly with point 3 to establish an incentive for new development.
  o b. Would like to see what recommendations you would have to spread out affordable housing in existing neighborhoods, such as large vacant homes that can be converted to group homes that can be remodeled into a type of single renter, single room, with a common kitchen and common yard? Not sure if this is the right place for this language, however, if we can distribute affordable housing into SF housing it can help break up large tracks of MF. Just a thought.

- Regarding Objective 4.5.1 Incorporate preferred neighborhood design provisions into City land development regulations:
  o a. Following up on point 4, would like to see your recommendations for Vertical Mix-Use, not unlike the City of Austin’s guidelines. Especially along certain corridors like Chestnut Street?

The 2036 Comprehensive Plan can be found online at:
https://www.cityofbastrop.org/page/plan.long_range
MEETING DATE: May 30, 2019

AGENDA ITEM: 4A

TITLE:
Update on recent City Council actions regarding Planning Department items.

STAFF REPRESENTATIVE:
Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director