

**Joint Workshop with Bastrop, TX City Council  
and Planning and Zoning Commission**  
Bastrop City Hall City Council Chambers  
1311 Chestnut Street  
Bastrop, TX 78602  
(512) 332-8800



---

## Special Workshop Agenda – July 9, 2019 at 4:30 P.M.

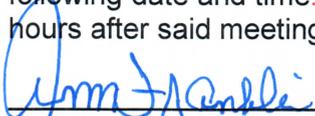
---

*City of Bastrop City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800 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.*

---

1. Call to Order
  - a. City of Bastrop City Council – Mayor Schroeder
  - b. Planning and Zoning Commission – Chairman Debbie Moore
2. **WORK SESSION**
  - 2A. Discuss Bastrop Building Block Code and receive Planning and Zoning Commission's Code Recommendations.
3. **ADJOURNMENT**
  - a. City of Bastrop City Council – Mayor Schroeder
  - b. Planning and Zoning Commission – Chairman Debbie Moore

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: Friday, July 5, 2019 at 10:00 a.m. and remained posted for at least two hours after said meeting was convened.

  
\_\_\_\_\_  
Ann Franklin, City Secretary



# STAFF REPORT

**MEETING DATE:** July 9, 2019

**AGENDA ITEM:** 2A

**TITLE:**

Discuss Bastrop Building Block Code and receive Planning and Zoning Commission's Code Recommendations.

**STAFF REPRESENTATIVE:**

Matt Jones, Director of Planning and Development

**BACKGROUND/HISTORY:**

On May 29, 2019, a Joint Meeting was held between the Planning and Zoning Commission and City Council to introduce the complete draft Bastrop Building Block (B3) Code. During the discussion between the Commission and Council, there were several specific topics that were identified for the Commission to review and provide recommendations back to Council. The Commission met on the dates below and discussed the topics as listed:

At the June 6<sup>th</sup> Planning and Zoning Commission meeting, three topics were discussed:

- Permitted Use Chart
- Community Value Nuisances
- Accessory Dwelling Units

At the June 22<sup>nd</sup> Planning and Zoning Commission meeting, three topics were discussed:

- Tree Preservation
- Street Sections
- Signage

At the June 27<sup>th</sup> Planning and Zoning Commission meeting, three topics were discussed:

- Applications and Checklists
- Development Flow Chart
- Parking Regulations

The discussion and recommendations will be included for City Council review and discussion with the Planning and Zoning Commission at the Joint Meeting on July 9, 2019.

The Draft Bastrop Building Block (B3) Code can be found online at:

[Draft Bastrop Building Block \(B3\) Code](#)

**ATTACHMENTS:**

- PowerPoint presentation

# City Council Recommendations

1. Permitted Use Charts
2. Community Value Nuisances
3. Accessory Dwelling Units
4. Tree Preservation
5. Street Sections
6. Signage
7. Applications and Checklists
8. Development Flow Chart
9. Parking Regulations



# Permitted Use Charts

## Recommendation Discussions

- SOB's – CUP in Employment Center
- Smoke Shops
- Industrial/Manufacturing Uses – Only Employment Center
- CUP – Alcohol Sales
- Discussion on Employment Center
- Review State and Federally regulated uses
- Compatibility vs building setbacks



# Community Value Nuisances Recommendation Discussions

- Daycares – Code and nuisance regulations
- Curfew – Current Regulations
- Construction Hours – 30 min before and after dusk to dawn
- Loitering – Current Regulations
- Camping in Public – Current Regulations



# Accessory Dwelling Units Recommendation Discussions

- Up to 2 ADU's allowed per site, if total site can fit within impervious cover percentage for that place type
- Over two ADU's requires CUP
- No ADU's allowed in the front yard
- Language for ADU'S allowed to be a certain building type
- Tie ADU'S back to Fire Code
  - Any more than 2 ADU's would trigger fire access requirements



# Tree Preservation Recommendation Discussions

- 24” caliper qualifies as a Heritage Tree
- Create a critical root zone
- Applies globally, zero exceptions (city, state, utilities)
- Create appropriate rates for fees
- Treat violations as a civil case
- All homestead properties are exempt (except Heritage Trees)
- Adopt new approved planting list



# Street Sections

## Recommendation Discussions

- Walkable
- Accommodate multi-modal transportation
- Sidewalks not required on both sides for all sections



# Signs

## Recommendation Discussions

- Make P&Z sign variance review authority
- Make neon's an approved sign type/material
- Maximum height is 35' for signs
  - But not to exceed maximum height for districts
- Link monument sign material and architectural style to primary building materials
- Keep monument sign standards from current code
- Lower the threshold from 60% to a lesser percentage, to be able to replace non conforming signs (billboard/pylon signs)



# Applications and Checklists

## Recommendation Discussions

- Create flow charts for each process type
  - Have them be as interactive as possible
- Simplify paperwork process
- Hyperlink code references to checklist requirements
- Provide pictures on line to help educate customers on the process
- Allow for electronic submission
- Remove redundant information
  - See if forms can autofill information
- Combine applications and checklists online
  - Have them be as interactive as possible



# Development Flow Chart Recommendation Discussions

- Provide pictures
- Create a more interactive development process online
- Make flowchart interactive and link different points of the process to forms and applications



# Parking Regulations

## Recommendation Discussions

- Make parking fiscally responsible
- Impervious cover – ok regulation
- Maximums – ok
- Increase parking directional signage downtown
- Paid parking is not recommended
  - Need more data and cost analysis prior to recommendation



# Questions?

