

**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 – January 28, 2021 at 6:30 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 – Chair Debbie Moore

2. WORK SESSION

- 2A. Hold discussion and receive policy direction on the following topic areas related to the B³ Code for future amendments:
- 1. Development Process and the Development Review Committee;
 - 2. Subdivision Standards and the Extraterritorial Jurisdiction;
 - 3. General Code Changes;
 - 4. Sign Standards; and
 - 5. Other Direction from Planning & Zoning and City Council.

3. EXECUTIVE SESSION

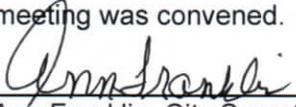
- 3A. City Council shall convene into closed executive session pursuant to Texas Government Code Sections 551.071 and 551.072, to receive a report from legal counsel regarding Pine Forest Unit 6 development.

4. TAKE ANY NECESSARY OR APPROPRIATE ACTION ON MATTERS POSTED FOR CONSIDERATION IN CLOSED/EXECUTIVE SESSION

5. ADJOURNMENT

- a. City of Bastrop City Council – Mayor Schroeder
- b. Planning and Zoning Commission – Chair 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 and said Notice was posted on the following date and time: Friday, January 22, 2021 at 3:30 p.m. and remained posted for at least two hours after said meeting was convened.



Ann Franklin, City Secretary



STAFF REPORT

MEETING DATE: January 28, 2021

AGENDA ITEM: 2A

TITLE:

Hold discussion and receive policy direction on the following topic areas related to the B³ Code for future amendments:

1. Development Process and the Development Review Committee;
2. Subdivision Standards and the Extraterritorial Jurisdiction;
3. General Code Changes;
4. Sign Standards; and
5. Other Direction from Planning & Zoning and City Council.

STAFF REPRESENTATIVE:

Trey Job, Assistant City Manager of Community Development
Jennifer C. Bills, Assistant Planning Director

BACKGROUND/HISTORY:

The Bastrop Building Block (B³) 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."

Staff will be providing a presentation covering the following areas and are seeking policy direction. Once we have direction, the Planning Staff will begin crafting amendment language. In addition to the specific topics listed below, edits to correct references, formatting, and readability will also be included.

Development Process & DRC

The proposed amendments will clarify and streamline the overall development process, call out decision making authority, and outline participation and requirements of departments represented in the Development Review Committee. To do so we will be requesting direction on the following topics:

- Create an Administration Chapter
- Clarify the role of the DRC and responsibilities of review departments
- Streamline/clarify the Warrant Process
- Amend the Enhanced Permit Review Process (infill drainage) for small projects
- Adopt Zoning to Place Type conversion table – which will apply to PDDs that list old zoning districts
- Create process for amending existing PDDs to come more into compliance with B³ Codes

Subdivision Standards and the ETJ

This discussion will cover establishing requirements for Statutory and Voluntary Area A ETJ standards, Platting Exemptions and refining the Final Plat recordation process (building infrastructure vs bonding improvements).

- The Grid – connectivity and road network requirements for the ETJ
- Minimum subdivision standards for the ETJ – lot widths, driveway spacing, setbacks
- Utilize Stormwater Drainage Requirements to cover development outside of subdivision
- Platting Exemptions
- Final Plat process
- Approve Public Improvement Plan Agreements administratively
- Extend distance to require connection to organized water/wastewater

General Code Changes

Policy Direction on issues that the code is currently silent on or needs more detail.

- Establish where communication towers are allowed by right and process to allow in other areas (usually exceed the base place type district height requirements)
- Fences -
 - Standards for Iredell District in Pattern Book – need revised – HLC working on recommendations.
 - No Standards for remainder of town – not allowed in first layer
- Manufactured home requirements – limitation on mobile homes and age of unit
- Zoning requirements for livestock
- Standards for drive-thru windows and queuing
- Short-term Rentals – Certificate of Occupancy
- Change requirements for demolitions in Iredell Historic District that require Certificate of Appropriateness from Historic Landmark Commission

Sign Standards

There have been some concerns raised by applicants and community members about the applicability of the sign code to different parts of the City. Staff will be proposing changes to address these issues, and not a re-write of the entire sign code.

- Internal Illumination not allowed on Band, Monument & Pylon signs
- Band (wall) Sign size limits
- Types and amounts of signs allowed
- Creation of corridor plans

For each of these sections, staff will be providing some background with recommendation, then request direction from Commissioners and Council Members. If members have specific areas for direction, please provide those at the meeting.

REFERENCE DOCUMENTS:

Bastrop Building Block (B³) Code

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

City of Bastrop Extraterritorial Jurisdiction

<https://www.cityofbastrop.org/upload/page/0108/Maps/CityLimitETJ-201812-24x36.pdf>

Transportation Master Plan – Chapter 5 Thoroughfare Plan

https://www.cityofbastrop.org/upload/page/0267/docs/TMP_Update%20Chapter%205_20191011.pdf

