

# Building Bastrop Purpose Statement



**Create a fiscally sustainable community through land-use regulations that are authentic Bastrop and geographically sensitive.**

# Building a Flexible Document that meets the community's intent and purpose



**BASTROP  
BUILDING BLOCK  
(B<sup>3</sup>) CODE**



Adopted November  
2019

Updated January 2020

# Bastrop Building Block Code B3 Identified Issues to Fix

1. Development Process & DRC – to clarify and streamline the overall development process, define review responsibility, and outline participation and requirements of departments represented in the Development Review Committee.
2. Subdivision Standards & the ETJ – this discussion will cover minimum requirements for Statutory and Voluntary Area A ETJ standards, Platting Exemptions and refining the Final Plat recordation process (building infrastructure vs bonding improvements).

# Bastrop Building

3. General Code Changes – Policy Direction on issues that the code is currently silent on.
4. Signs-consistent concerns raised by applicants and recommendations from sign administrator on specific sign standards, but not a re-write of the sign code.

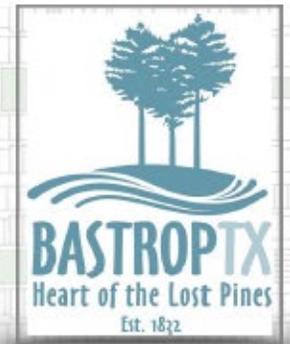
# Development Process and Development Review Committee

- Create an Administration Chapter
- Move most the Technical Manual into the B<sup>3</sup> Code (remainder to Dev. Manual)
- Add clarity to the approval and appeal authorities
- Revise notification requirements

# ~~Bastrop Building Block~~

# ~~Technical Manual~~

## Chapter 1 Administration



# Example

Approval Process	Review and Approval Authority			Notice				
	Source	ZBA	P&Z	CC	Application Notice	Published Notice	Personal Notice	Posted Notice
Site Plan			A			N	N	N
Minor or Amending Plat			A			N	N	N
Public Improvement Plans			A			N	N	N
Drainage Plan			A			N	N	N
Building Permits			A			N	N	N
Floodplain Permit			A			N	N	N
Neighborhood Regulating Plan			A			N	N	N
Warrant			A	A		N	N	N
Administrative Adjustment			A			N	N	N

## Legend

Action		Meeting Type		Committees			
R	Review/ Recommend	PM	Public Meeting	BOA	Board of Adjustments	Y	Required
D	Decision	PM*	May Require Initial Authorization	P&Z	Planning & Zoning Commission	N	Not Required
A	Appeal	PH	Public Hearing	CC	City Council		

# Development Process/Development Review Committee

Clarify the role of the DRC & responsibilities of review departments

- Composition of DRC (functional reviewers)
  - Public Works Department
  - Planning Department
  - Fire Department
  - Engineering Department
  - Building inspections
  - BP&L
- Outside Agency reviews
  - Bluebonnet electric
  - Aqua WSC or BCWCID # 2
  - Bastrop County

## Development Process/Development Review Committee

DRC Meetings are open to all departments & our development partners

- Bastrop EDC
- Bluebonnet electric
- Aqua WSC or BCWCID # 2
- Bastrop County

# Development Process and Development Review Committee

- Streamline/clarify Warrant Process
- When appropriate?
- what criteria?
- who approves?
  
- Deviations to the required standard (Not remove it completely)
- Warrants must meet the big three.
- Director approves not the DRC.



# Development Process and Development Review Committee

## Doing different

Neighborhood  
Regulating  
Plan

Infill smaller  
than 3.4 acres

- What is this process?
- Hold a pre-application meeting
- Discuss property and existing conditions
- Request necessary warrants
- Reviewed by DRC and approved by Director
- Submit plans to be reviewed by DRC and approved by Director

# Development Process and Development Review Committee

## Doing different

- What happen if the council route is chosen?
- Hold a pre-application meeting
- Discuss property and existing conditions
- Request necessary warrants
- It doesn't meet the Code and cannot meet Warrant requirements
- \*Needs a fee associated with it
- \*Process may vary by scenario, especially when less than 3.4 acres

Submittal that Staff reviews, then goes to Council with a recommendation to approve or deny.

# Development Process and Development Review Committee

## \*Enhanced Permit Review Process

- Officially codify or remove from B<sup>3</sup> Code
- Stormwater Manual covers larger projects/disturbances (10,000 sqft/5,000 sqft)
- Revise minimum requirements for individual residential (infill) or small projects

# Development process and Development Review Committee

- Adopt Zoning to Place Type conversion table – which will apply to PDDs that list old zoning districts
- Create a process for amending existing PDDs to come more into compliance with B<sup>3</sup> Codes
- Lot occupation standards etc...

Existing Classification	New Place Type	Description of New Place Type
OS	P1 - Nature	Lands in a natural state or reverting to a wilderness condition, including lands unsuitable for settlement due to topography, hydrology or vegetation. P1 is intended to preserve areas that contain sensitive habitats, active or passive open spaces, parks and limited agriculture uses.
A/OS, SF-20	P2 - Rural	Rural living, food production, and to be located in a manner which does not cause a nuisance to more intensely inhabited areas. P2 consists of sparsely settled lands in open or cultivated states.
SF-7, SF-9, N, NT	P3 - Neighborhood	Low-density residential areas. P3 is adjacent to higher Place Types, which have some mixed-use buildings. Planting is naturalistic and setbacks vary from relatively deep to shallow. The roads and blocks may be irregular to accommodate natural conditions.
MF-1, MF-2, MH, NPO, O, NS, NT	P4 - Mix	More intense building types which provide more lifestyle choices. It provides for a mix of residential building types. Commercial and office uses are allowed in this District only in house form structures. Street types consists of multimodal streets but are primarily residential urban fabric.
C-1, C-2, GR, O, C/CA, CMU, DMU, HMS, LW	P5 - Core	Higher density mixture of building types that accommodate retail, offices, row houses and apartments. It has a tight network of streets, with wide sidewalks, steady street tree plantings and buildings set close to the sidewalks. P5 is a highly walkable area. A continuous line of buildings is critical to define the public frontage and allow for visible activity along the street edge.
IP, LI	P-EC - Employment Center	Areas designated to attract new "large-employer" businesses or industry.
Parks, government facilities, churches, and other civic buildings	P-CS - Civic Space/ Civic Buildings	Civic buildings and/or civic spaces must be appropriate to their place types. Schools, educational facilities, churches, governmental buildings, and medical are considered civic buildings.

**SEC. 6.5.003 BUILDING STANDARDS PER PLACE TYPE**

	Place Types	P1	P2	P3	P4	P5
<b>A. LOT OCCUPATION</b>						
	Lot Coverage		40% max	60% max	70% max	80% max
	Facade Buildout at Build-to-Line		40% min	40% min	60% min	80% min
	Build-to-Line		10 ft - no max	10 ft - 25 ft*	5 ft - 15 ft	2 ft - 15 ft

\* Lots exceeding 1/2 acre may extend the 1 Layer of the Lot up to 60 ft from the Frontage Line.

<b>B. BUILDING HEIGHT (STORIES)</b>						
	Principal Building		2 max	2 max	3 max**	5 max / 3 max*
	Accessory Dwelling Unit		2 max	2 max	2 max	2 max

\* CD Downtown/ Old Town

\*\* 2 1/2 Max in Overlay

<b>C. ENCROACHMENTS</b>						
<b>First Layer Encroachments</b>						
	Open Porch		50% max	50% max	80% max	n/a
	Balcony and/or Bay Window		25% max	25% max	50% max	100% max
	Stoop, Lightwell, Terrace or Dooryard		NP	NP	100% max	100% max

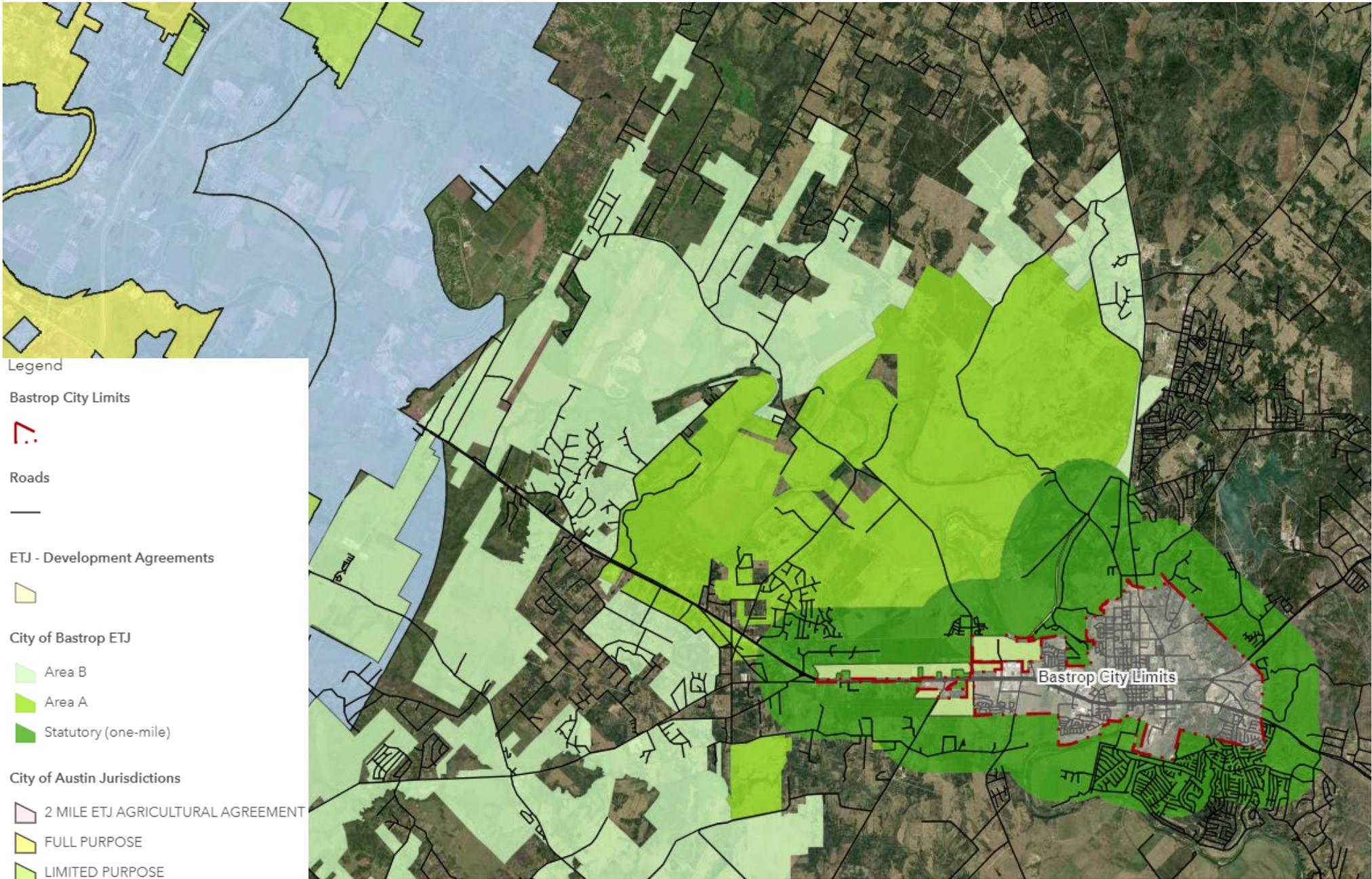
**R.O.W. Encroachments \*\*\***

# Subdivision Standards & the ETJ

- **Within the City Limits**
  - 720-foot base block grid established on Transportation Master Plan
  - Block sizes, street types and development patterns linked to Character and Place Type Districts
- **Within the Statutory ETJ**
  - 720-foot base block grid on Transportation Plan

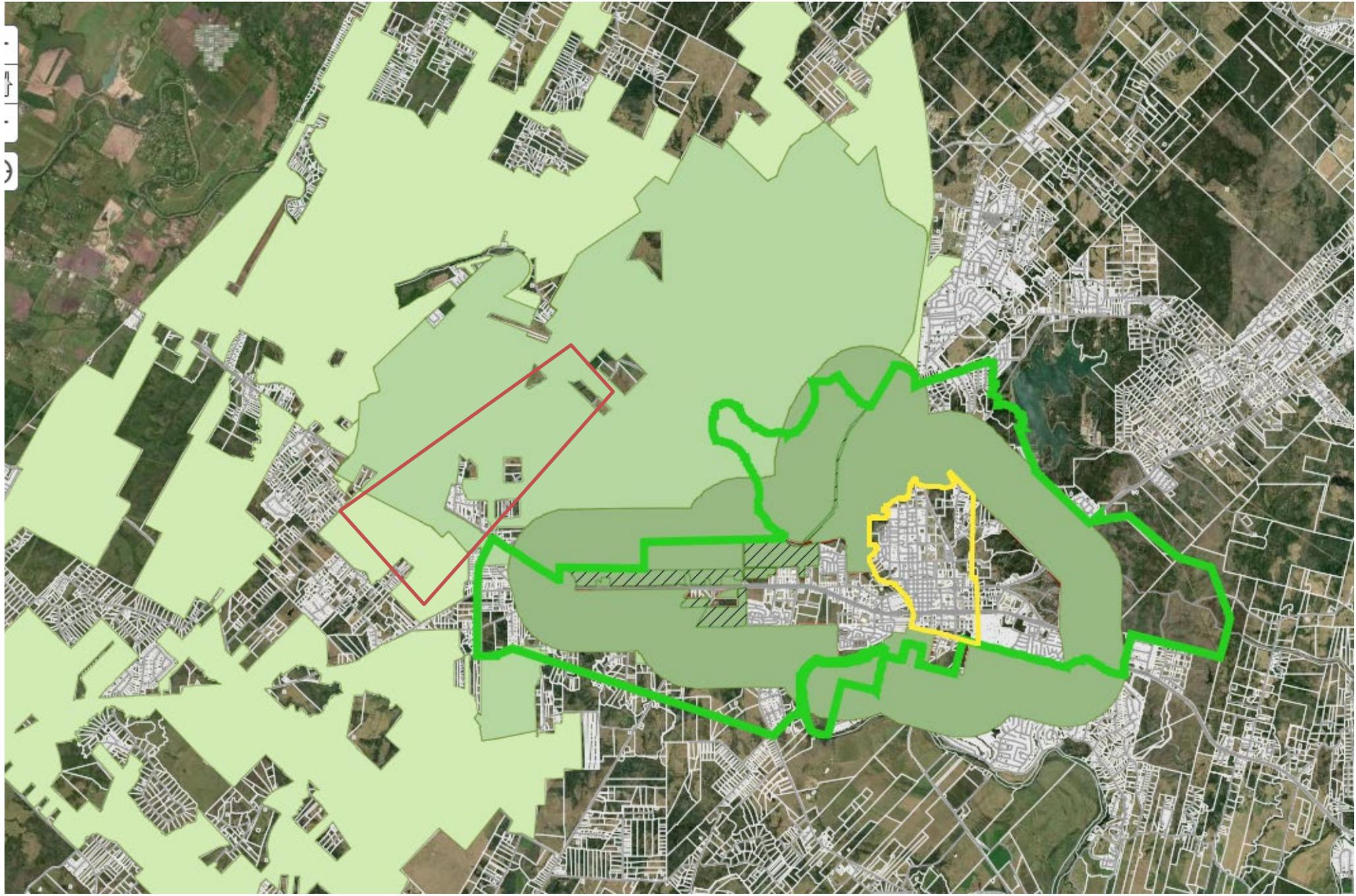
# Subdivision Standards & the ETJ

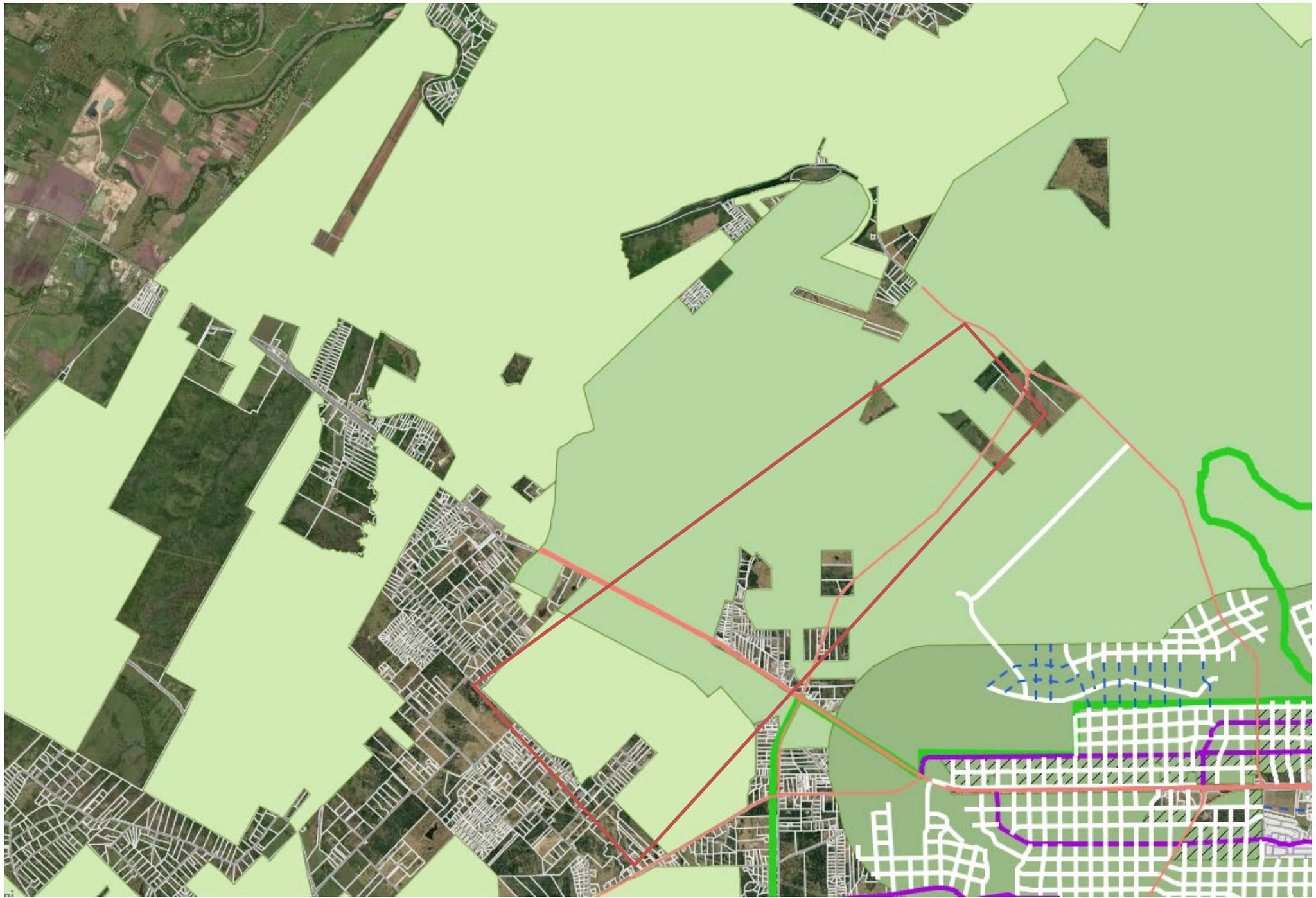
- Voluntary ETJ Area A
  - No subdivision standards other than lots require street frontage and plat is required for parcels 5 acres or less
- Stormwater Drainage Manual Applies to all areas



- Legend
- Bastrop City Limits
    - 
  - Roads
    - 
  - ETJ - Development Agreements
    - 
  - City of Bastrop ETJ
    -  Area B
    -  Area A
    -  Statutory (one-mile)
  - City of Austin Jurisdictions
    -  2 MILE ETJ AGRICULTURAL AGREEMENT
    -  FULL PURPOSE
    -  LIMITED PURPOSE
    -  EXTRATERRITORIAL JURISDICTION

Bastrop City Limits





# Subdivision Standards & the ETJ

## Why is it important in ETJ

- Orderly Development
- Wastewater CCN extends into Statutory and Voluntary Areas
- Within the City's Watershed
  - Affects water quality and flooding
- Includes major gateways from Austin (State Highway 71, FM 1209, FM 969)
  - Poor connectivity affects traffic congestion and future accidents



# Subdivision Standards & the ETJ Disorderly Development Examples







129827

129824

62890

129823

129822

129821

129820

129819

129818

129817

129816

129815

129814

129813

129812

129811

129810

129809

129808

129807

48502

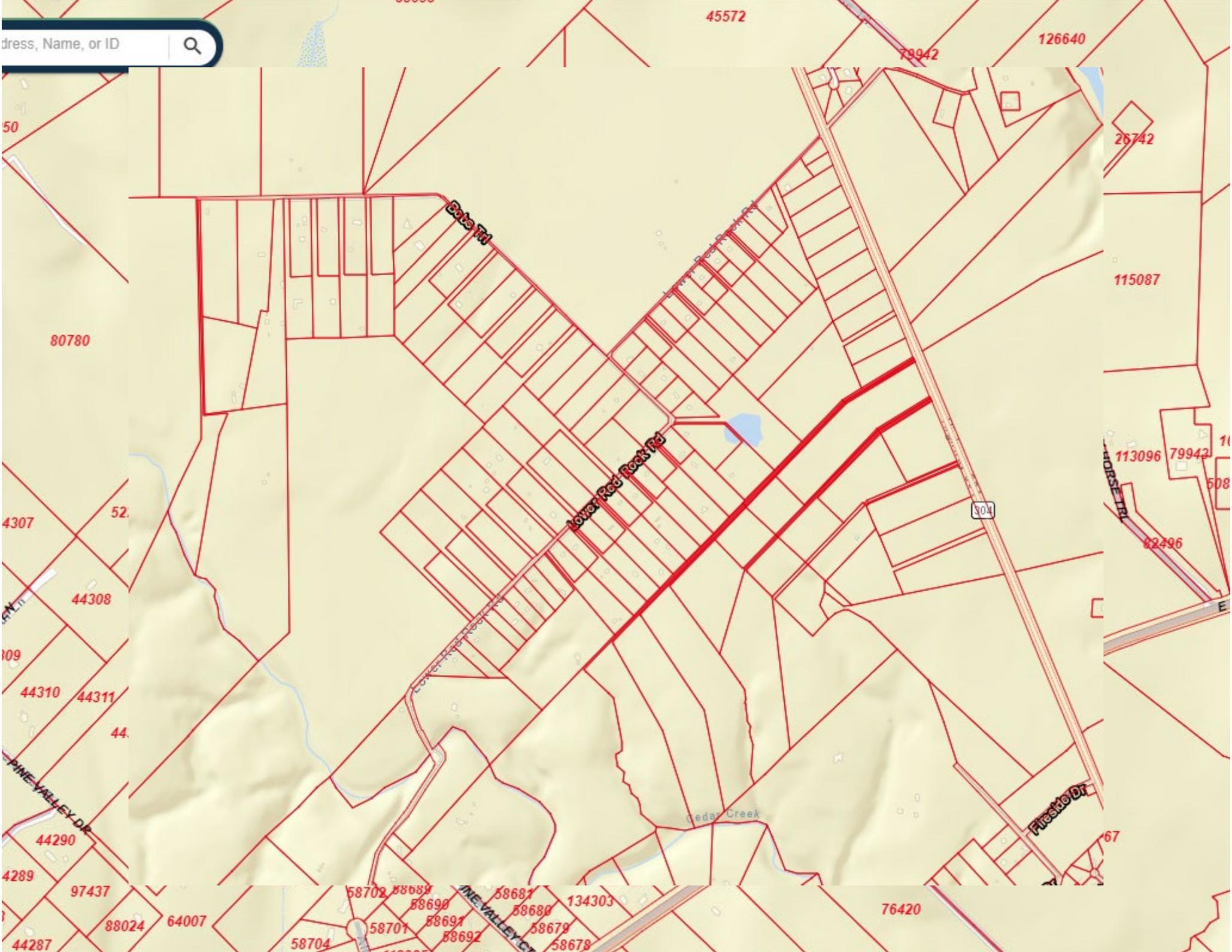
20757

W McDONALD LN

W SH 21

01"W

Address, Name, or ID



45572

126640

79942

50

26742

Boles Tr

115087

80780

Lower Red Foot Rd

304

113096

10

508

82496

4307

52

44308

309

44310

44311

44

PINE VALLEY DR

44290

Cedar Creek

Frederic Dr

67

4289

97437

58702

58689

58690

58691

58692

58687

58680

58679

58678

134303

76420

44287

88024

64007

58704

58701

442025

58688

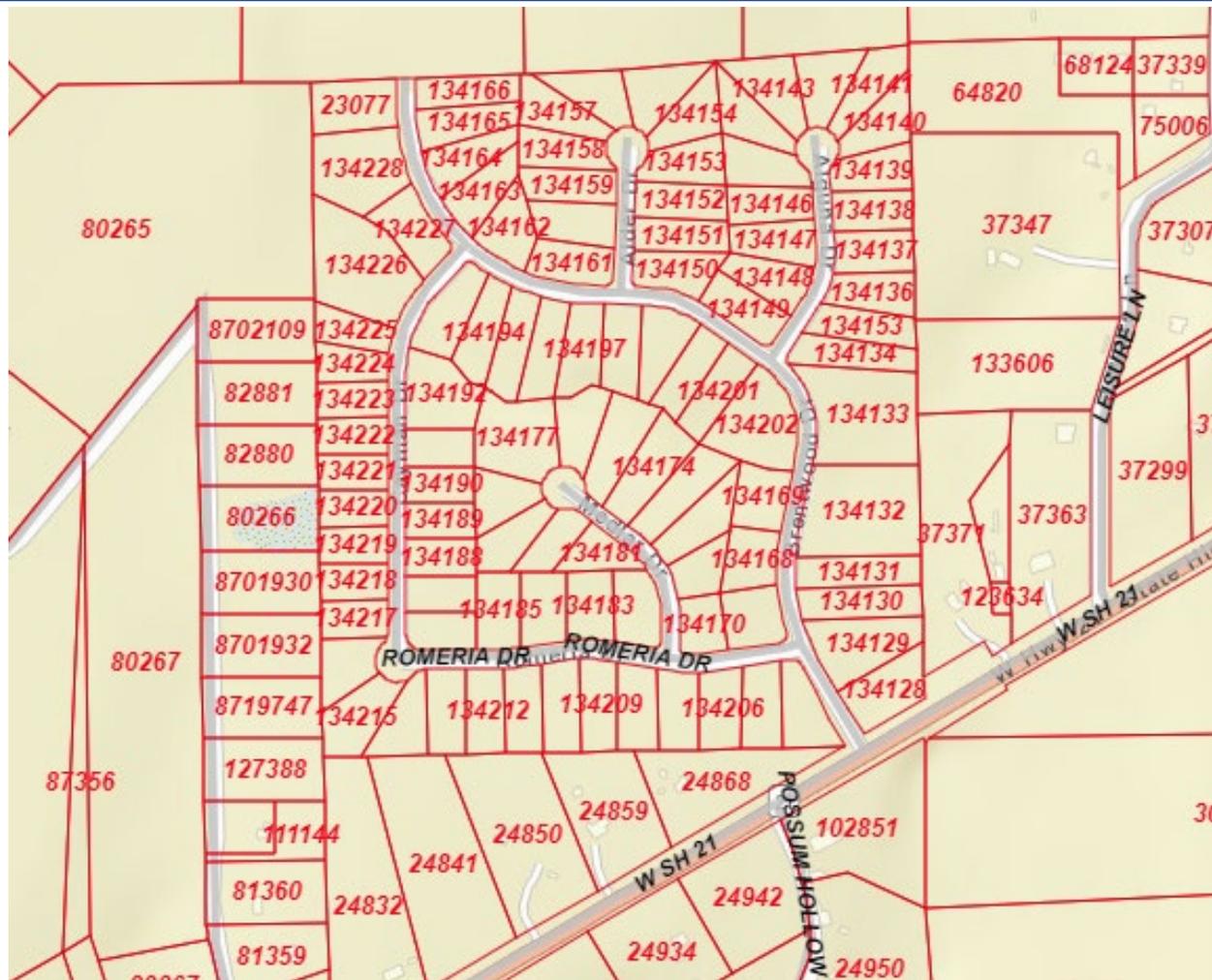
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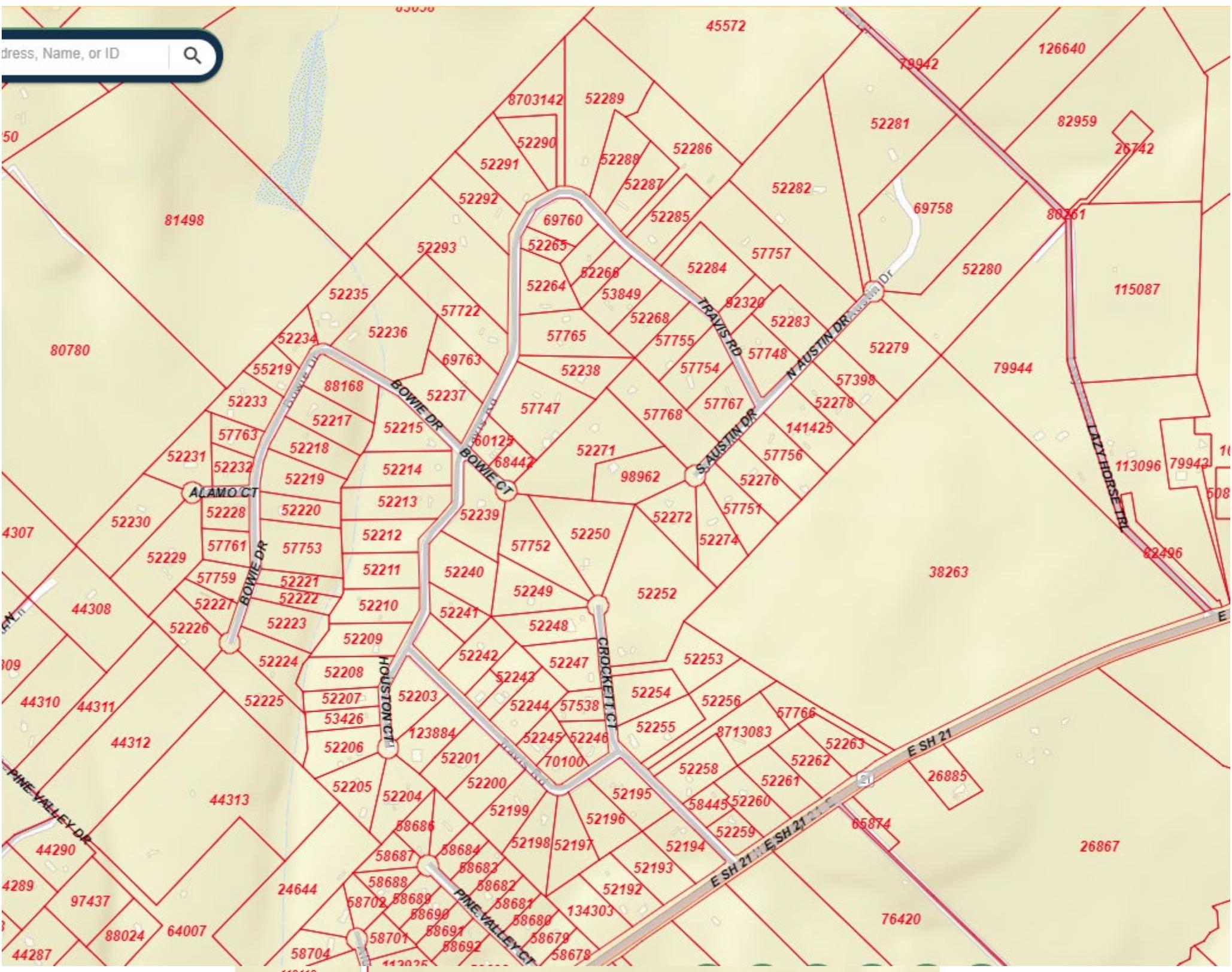
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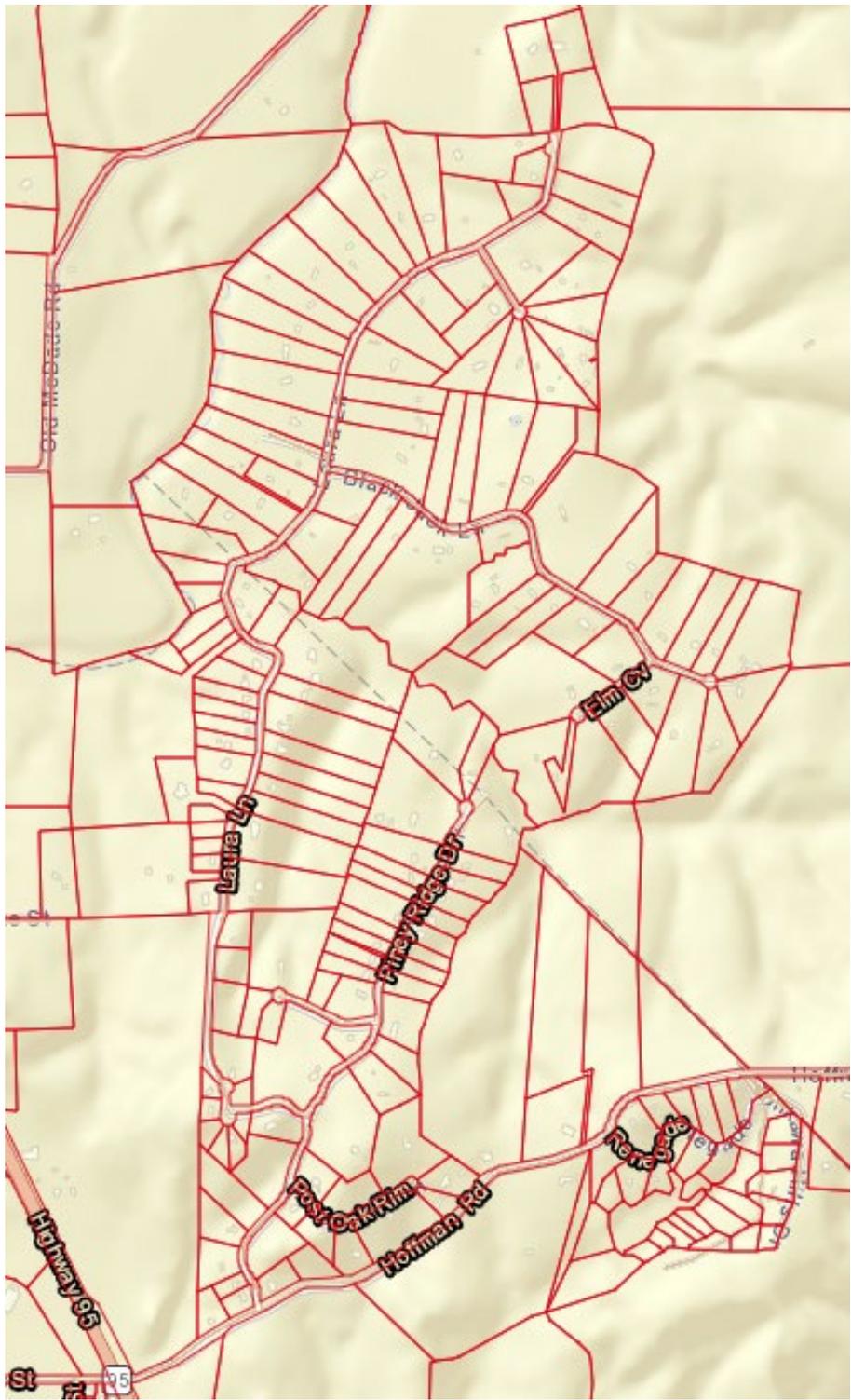
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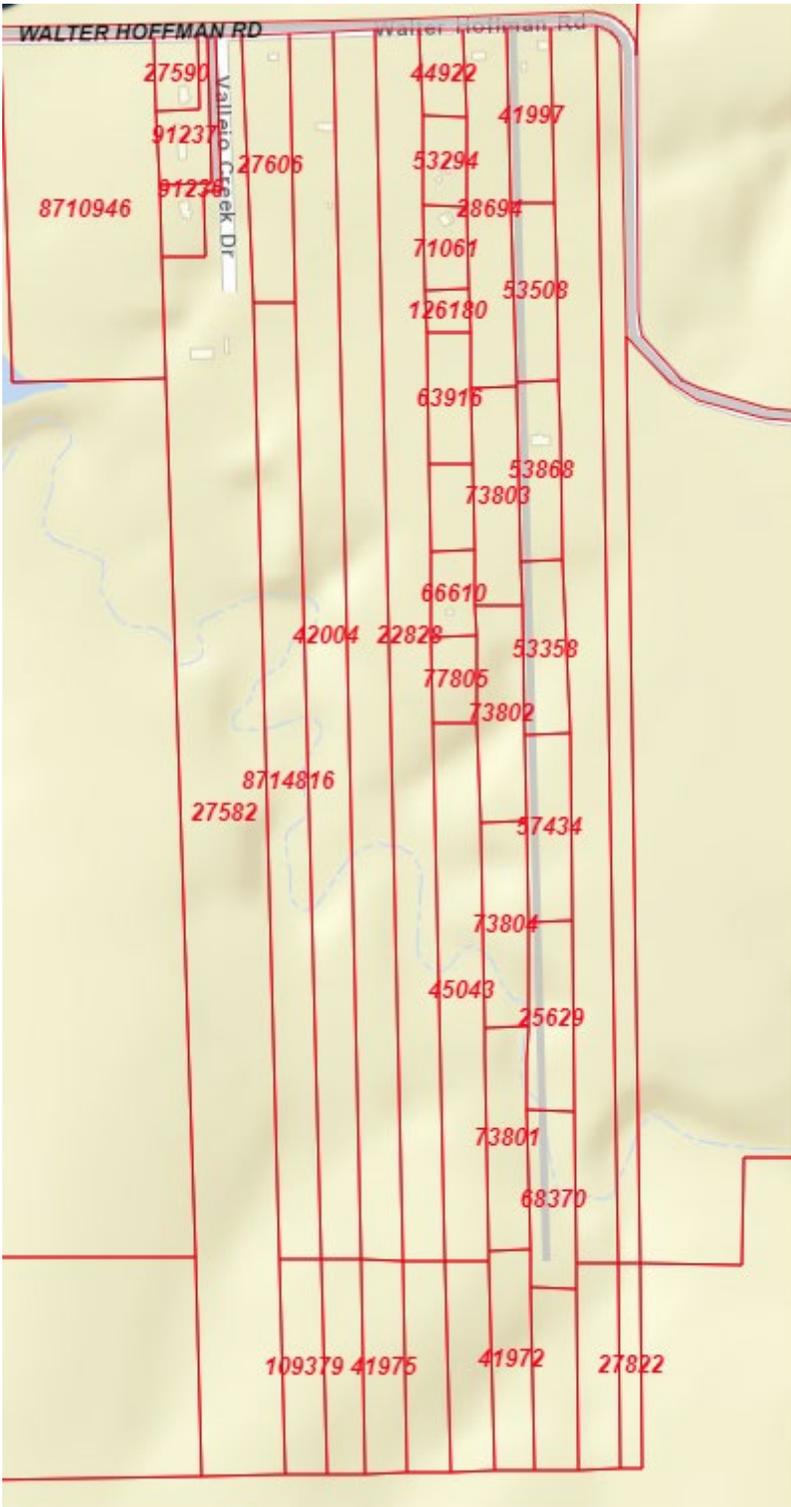
# Subdivision Standards & the ETJ Disorderly Development Examples



Address, Name, or ID







# Subdivision Standards & the ETJ Recommendations

- Remove grid requirement in Statutory
- Require 720-foot max block length (or 2,880-foot perimeter) in Statutory and Voluntary Area A
- Require a two connections out of development over 30 units (Fire Code), one additional connection per 50 units over 30
- Extend Stormwater Drainage Permits for development outside of subdivision
  - All non-agricultural impervious cover over 5,000 sf, and land disturbance over 10,000 sf

# Subdivision Standards & the ETJ Recommendations (cont.)

- Minimum lot width requirements
  - Include maximum width to depth ratio
- Minimum Driveway spacing
  - Spacing based on classification level of roadway

# Subdivision Standards & the ETJ Private Roads

- Not allowed
- All lots must have public street frontage
  - Even for lots created with access easements before April 20, 1981 (or some other date)
- Access Easements are privately owned and maintained across multiple properties

# Subdivision Standards & the ETJ Private Roads - Considerations

- Allow platting exemptions for access easements created before April 20, 1981 (or some other date)
- Require a maintenance agreement signed by all property owners
  - Will need to establish standard agreement format and fee for review

# Subdivision Standards & the ETJ Platting Exemptions

- Establishes when permits can be issued without a plat
- Exemptions and Lot of Record requirements in different sections
- Existing Platting Exemptions
  - Lot of Record
    - Existed prior to April 20, 1981
    - Has public road frontage
    - No utility or easement extension

# Subdivision Standards & the ETJ Platting Exemptions - Recommendations

- Keep Lot of Record Exemption
- New Platting Exemptions
  - Public/Private Utility Infrastructure (plants, substations, etc.) do not have to have public frontage
  - Right-of-way acquisition would not affect legal lot status
  - Emergency county permits for already connected structures (well failure/septic permits)
  - Allow increase of existing structure up to 50% of footprint

# Subdivision Standards & the ETJ Final Plat Process

- Allowance to submit fiscal surety for bonding improvements to record plat prior to construction only in adopted PIPA form
- Bond amounts listed in Development Manual
  - Establishes performance bond amount at 125% and maintenance bond amount at 25%
- Public Improvement Plan Agreement contains some conflicting language

# Subdivision Standards & the ETJ Final Plat Process -Recommendations

- Move fiscal requirements out of Development Manual and into the B<sup>3</sup> Code
- Establish standardized Public Improvement Plan Agreement document
  - Move to an administrative review and approval process

# Subdivision Standards & the ETJ Utility Connection Requirement

- Code requires connection of **City** water or wastewater within 300 feet of development
- Recommendation
  - Change to **any** available organized wastewater system within ½ mile
  - Would include City of Bastrop, Corix, Bastrop County WCID #2, etc
  - Would not include developments near, but outside of Municipal Utility Districts

# Subdivision Standards & the ETJ Traffic Impact Analysis in Lieu

- Developers/property owners want deviations to the grid requirement
- Recommendation
  - Require a Traffic Impact Analysis for projects requesting deviations from the grid in Zoning Concept Schemes, Neighborhood Regulating Plans, or other processes

# General Code Changes

- B<sup>3</sup> Code and Pattern Book - reformatting and clean up
- Following items have been identified as Staff for possible amendments

# General Code Changes Cell/Communication Towers

- Code is silent
  - Height restriction in City Limits range from 28-70 feet
  - Most towers will exceed this
  - Not compatible with all Place Types

# General Code Changes

## Communication Towers - Recommendation

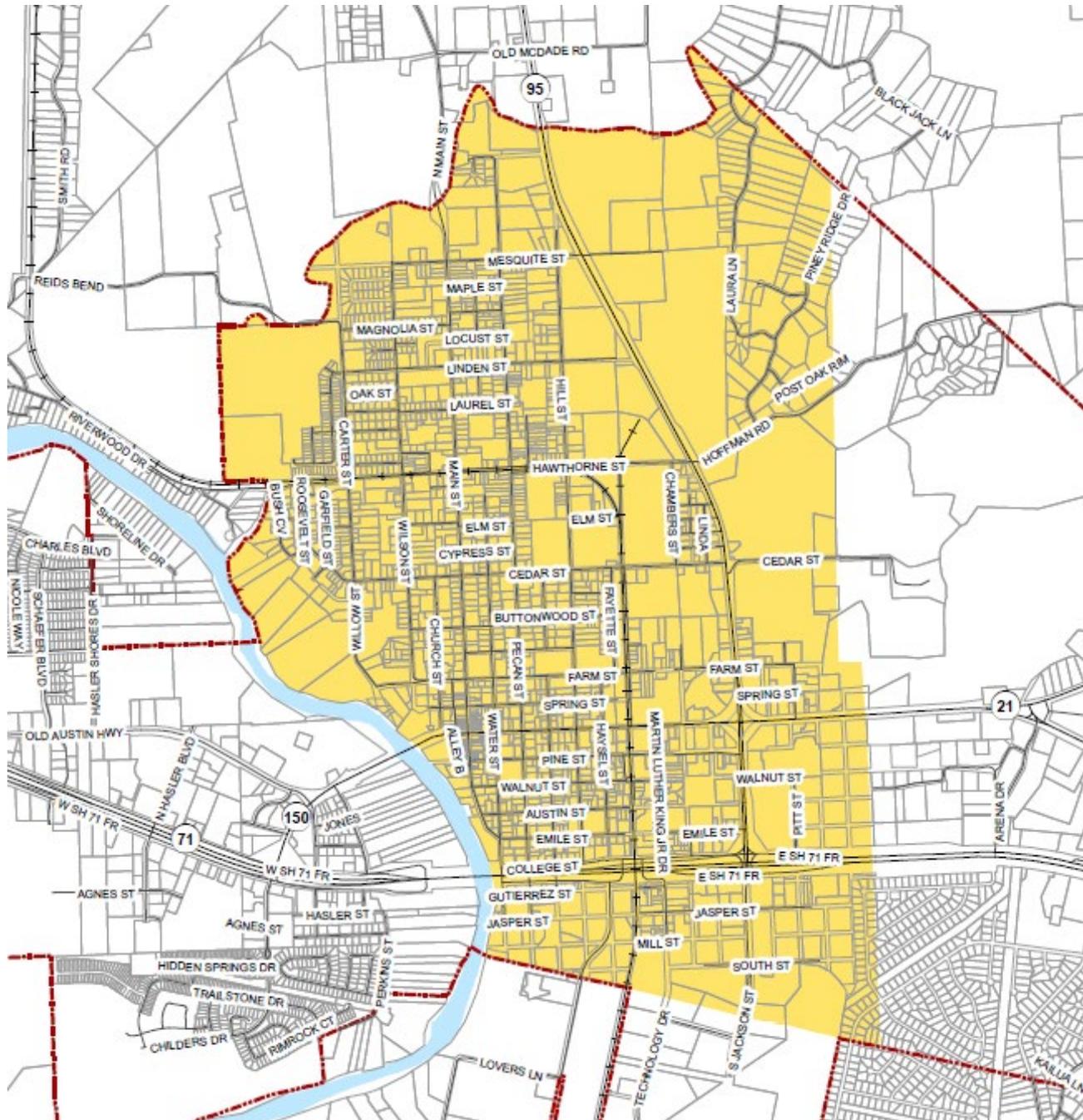
- Recommendation
  - Allow towers of any height in Place Type – Employment Center
  - Will require platting, site plans, and building permits
  - Process for allowing in other Place Types?
    - Previous Code allowed with Planning & Zoning and City Council approval
    - Establish requirements and propose admin or public process
  - Ensure code allowances/requirements meet Federal Communication Commission regulations

# General Code Changes

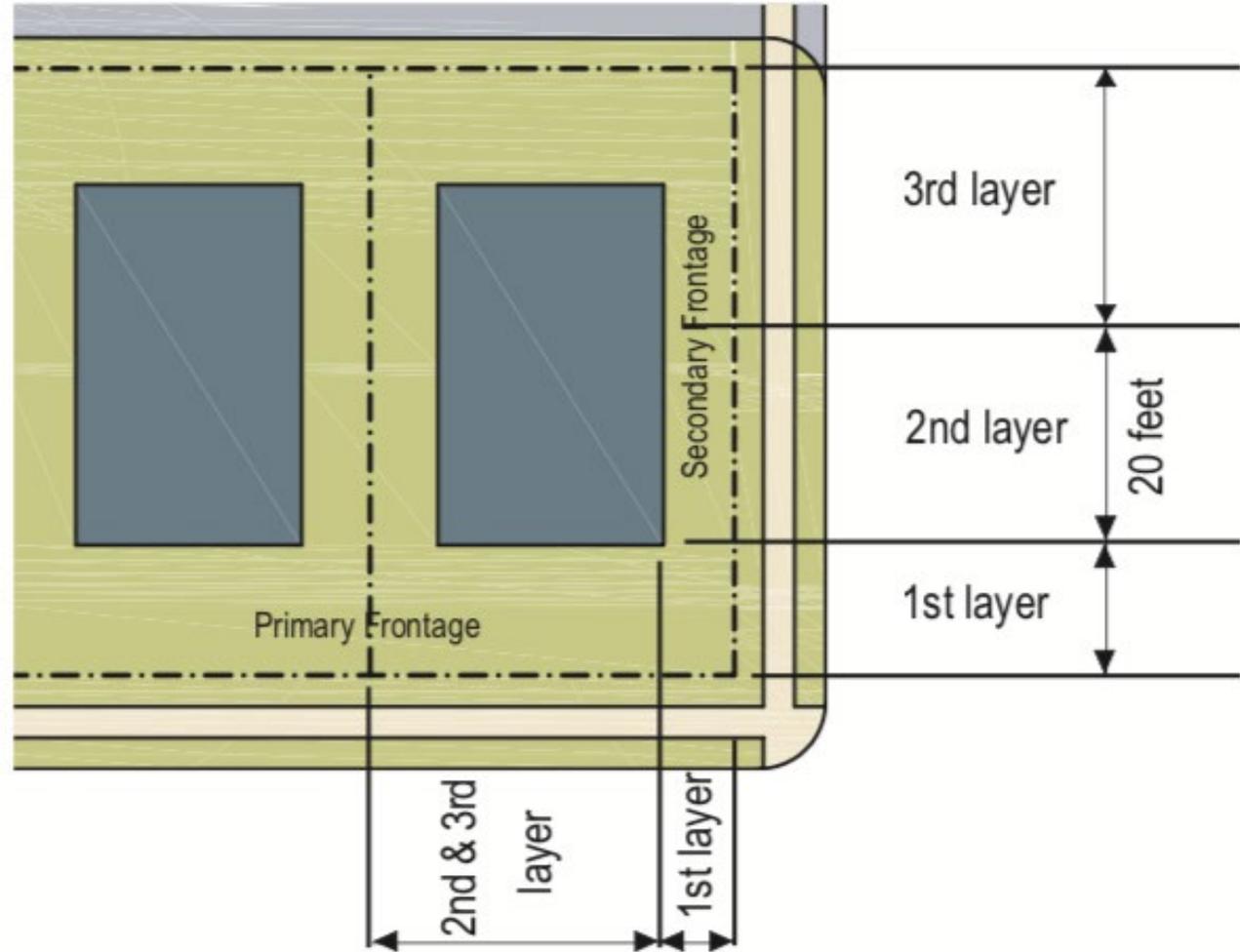
## Fences

- Standards for Iredell Historic District in Pattern Book
  - 3-foot limit in first layer and first 10 feet of second layer, 6 feet allowed in remainder of second and third layer.
  - Front fence must be 20% open, no standards for back yard fence
  - No difference in requirements for residential or commercial
  - Deviations from Pattern Book require a Certificate of Appropriateness from the Historic Landmark Commission
- No standards for remainder of town
  - Not allowed in first layer at all for residential or commercial

# Iredell Historic District



# LOT LAYERS AND FRONTAGE LINES



# General Code Changes

## Fences - Recommendations

- Standards for Iredell Historic District
  - HLC working on recommendations for 4-foot allowance in front and style standards to be approved administratively
  - Deviations would still go to HLC for approval
- Outside of the Historic Districts
  - Establish standards for remainder of town
  - Deviations would be approved by Warrant

# General Code Changes Manufactured Housing

- Allowed in all P -1, P-2, and P-3 by right
- Does not define difference between Mobile Homes and Manufactured Housing
  - Mobile Homes constructed before 1976.
  - Not built under any codes
  - Manufactured Housing inspected under Department of Housing and Urban Development (HUD)
- Would allow any age of Manufactured Housing to be moved into City Limits

# General Code Changes

## Manufactured Housing - Recommendations

- Prohibit units made before 1976 which were not built to any code
- Require any structure to meet HUD, IRC, or IBC standards
  - Put date limit of HUD units to restrict moving older manufactured homes into the city?

# General Code Changes Short-Term Rentals

- Short-term Rentals – includes Bed and Breakfasts, AirBnB, VRBO
- Under IRC and IBC, requires Certificates of Occupancy.
- Not previously addressed
  
- Will start enforcing unless City Council has other direction

# General Code Changes Demolition/Relocations Permits

- Iredell Historic District require a Certificate of Appropriateness from HLC
- District covers a large area, will include houses that have no historic value
- Recommendation –
  - Establish an age of structure that will require HLC Approval
  - All others approved administratively

# Signs

## Main Issues from Applicants

- Band (wall) Sign Limits
  - 18-inch max letter size
  - 36-inch max total sign height
- Only one sign allowed for front façade (two if on a street corner)
- Internal Illumination not allowed on Band, Monument & Pylon signs
- Digital signs not allowed

# Signs

## Recommendation – Applicant Concerns

- Create standards for State Highway 71 (city limits)
  - Allow Band Signs 3-foot-tall signs with 3-foot-tall letters
  - Increase in Band Sign size – cannot have pylon signs and limits monument sign height
  - Establish maximum sign/monument sign trade off
- Allow internal illumination of pylon signs
  - Establish max. light output – comply with dark sky and bird city requirement

# Signs

## Issues Identified from Staff

- Strict limitation on number of directional signs
  - One at each driveway
- No standards for “incidental” signage
  - Usually Entrance, Exit, Loading/Unloading Signs
- Sign Administrator not defined
- Not clear when permit is required for temporary signage
  - Banners, construction, developer, real estate signs
- Sign authority extends to entire ETJ

# Signs

## Issues Identified from Staff

- Continue to allow channel letters with internal illumination approved by a Warrant – approved by the Sign Administrator
- Continue not to allow digital signs

# Sign Variances Approved by Zoning Board of Adjustments



## Band Sign

- Max letter size - 4 feet
- Individually Mounted Letters
- External Illumination

## Monument Sign

- Total Height – 6 feet
- External Illumination



## Max letter size

- 42 inches
- No channel rail

## Max. Monument Sign

- 6 feet tall
- Externally illuminated



# Signs

## Recommendations – Staff Concerns

- Review directional and incidental sign standards
  - Establish max. light output – comply with dark sky and bird city requirements
- Define who is the Sign Administrator (Planning Director or assignee)
- Clarify temporary permit requirements
- Limit ETJ to Corridors and create corridor sign plans
  - SH 71, SH 95, FM 969, FM 1209, etc.

# Prioritized Recommendations

- High Priority – Bring to P&Z in next 3-4 months
- Medium – Set schedule when high priority brought for adoption
- Low – set schedule when medium priority brought forward for adoption

# Development Process and DRC Recommendations

## High

- Define DRC review responsibilities
- Streamline/Clarify the Warrant Process
- Neighborhood Regulating Plan
  - Administratively approved unless “doing different”
- Create Infill Process for site smaller than 3.4 acres
  - Administratively approved unless “doing different”
- Move “Enhanced Permit Review” small project drainage into B<sup>3</sup>

# Development Process and DRC Recommendations (Cont.)

## Medium

- Create Planned Development District amendment process
- Adopt Zoning to Place Type conversion table
- Lot occupation standards?

# Subdivision & the ETJ Recommendations

## High

- Require Traffic Impact Analysis when changing the grid
- Add additional platting exemptions
- Extend water and wastewater connection requirements to ½ mile

## Medium

- Replace Grid with 720 max block length in all ETJ
- Add connectivity requirement outside of development
- Require minimum lot width and driveway spacing

# Subdivision & the ETJ Recommendations

## Low

- Move Final Plat fiscal requirements and PIPA approval
- Examine access easement/private roads for pre-1981
- Extend Stormwater Drainage requirements outside of subdivision process

# Staff Recommendations Summary

## General Code Changes (cont.)

### High

- Add Communication Tower standards and process
- Short-term Rentals – Start issuing Certificates of Occupancy per IRC/IBC
- Manufactured Housing –amend definition to exclude units before 1976 (ie Mobile Homes)
  - Consider age limits on Manufactured Housing moved into City

# Staff Recommendations Summary

## General Code Changes

### Medium

- Fences
  - In Iredell District – HLC to recommend changes to standards in Pattern Book
  - Outside of Iredell – establish standards and allowances
- Demolition/Relocation permits in Iredell District – set age limit for HLC approval

# Staff Recommendations Summary

## Signs

- Create standards for SH 71 in city limits
  - Increase Band Signs to 3-foot tall with 3-foot letters
  - Band Signs exceeding maximum cannot have pylon sign and have reduced monument height
- Allow internal illumination on pylon signs only
- Internal illumination allowed by Warrant approved by Sign Administrator
- Continue to not allow digital signs
- Define Sign Administrator

# Staff Recommendations Summary

## Signs (cont.)

### Medium

- Review directional and incidental sign standards
- Clarify temporary permit requirements

### Low

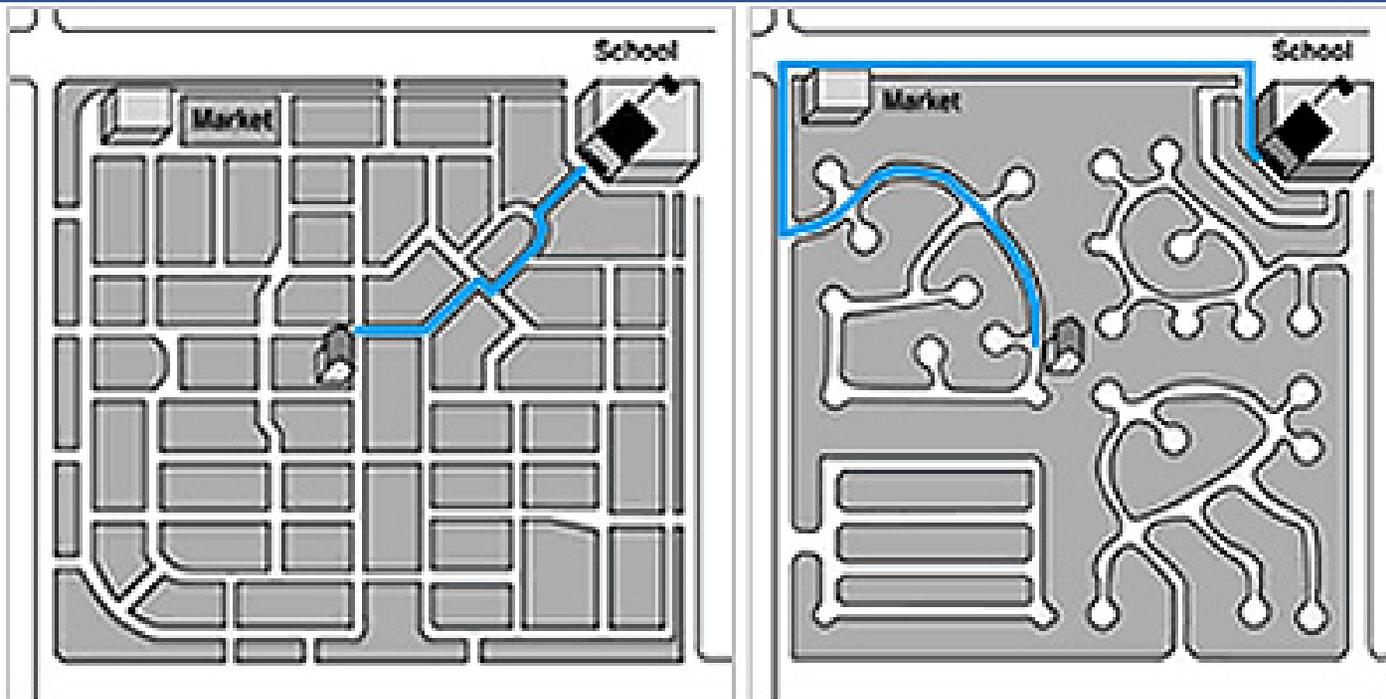
- Limit ETJ Sign authority to corridors and create corridor sign plans

Thank You



Questions ?

# Connectivity



Increases – walkability

Decrease – emergency response times, traffic congestion, utility maintenance costs due to dead ends.