REGULAR PLANNING & ZONING MEETING
MINUTES
October 29, 2026, at 6:00 P.M.

The City of Bastrop Planning and Zoning Commission met on Thursday, October 29, 2026, at 6:00 PM in the City Council Chambers located at 1311 Chestnut Street, Bastrop, Texas 78602.

1. CALL TO ORDER

Director of Development Services, James E. Cowey called the meeting to order at 6:00 PM.

Christopher Toth	Present
Heather Greene	Present
Keith Ahlborn	Present
Gary Moss	Present
Patrice Parsons	Present
Kristi Koch	Present
Jeff Partida	Present

2. CITIZEN COMMENTS

Reid Sharp, resident at 278 SH 304 spoke regarding the Bastrop West development. He stated that good fences make good neighbors and requested a good fence to be requested from the development.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

3A. Consider and act to approve meeting minutes from June 25, 2026, Regular Planning and Zoning Commission Meeting.

Commissioner Patrice Parsons made a motion to approve meeting minutes from June 25, 2026, Regular Planning and Zoning Commission Meeting. Commissioner Heather Greene seconded the motion. The motion passed with a vote of 6-0. Commissioner Kristi Koch abstained from the vote as she was not present in the previous meeting.

3B. Consider and act to elect the Planning and Zoning Commission Chair for FY 2027.

Commissioner Patrice Parsons made a motion to nominate Commissioner Gary Moss to the Planning and Zoning Commission Chair for FY 2027. The motion failed due to not having a second motion.

Commissioner Christopher Toth made a motion to nominate Commissioner Keith Ahlborn to the Planning and Zoning Commission Chair for FY 2027. Commissioner Kristi Koch seconded the motion. The motion passed with a vote of 4-3.

3C. Consider and act to elect the Planning and Zoning Commission Vice Chair for FY 2027.

Commissioner Kristi Koch made a motion to nominate Commissioner Christopher Toth to the Planning and Zoning Commission Vice Chair for FY 2027. The motion failed due to not having a second motion.

Commissioner Patrice Parsons made a motion to nominate Commissioner Gary Moss to the Planning and Zoning Commission Vice Chair for FY 2027. Commissioner Heather Greene seconded the motion. The motion passed with a vote of 4-3.

3D. Consider and act on the appointment of a Planning and Zoning Commission member to serve on the City of Bastrop's Transportation Master Plan Update Steering Committee.

Brittany Epling, Planning Manager, presented the item and further discussed the committee and proposed agenda with the commission.

Commissioner Patrice Parsons made a motion to nominate Commissioner Heather Greene to the City of Bastrop's Transportation Master Plan Update Steering Committee. Chairman Keith Ahlborn seconded the motion. The motion passed unanimously with a vote of 7-0.

3E. Conduct a public hearing, consider and act on a Conditional Use Permit to allow a second accessory dwelling unit on 0.8180 acres out of Farm Lot 16, West of Main Street located at 406 Cedar Street, an area zoned Single Family Residential (SF-1), within the city limits of Bastrop.

James E. Cowey, Director of Development Services, presented the item to the commission.

Mark Fittz, applicant and homeowner of the property, spoke and explained to the commission the purpose and the goal for the accessory dwelling unit he is requesting the conditional use permit for being for family use when visiting.

The public hearing was opened at 6:20 pm.

The public hearing was closed at 6:21 pm.

Commissioner Gary Moss made a motion to recommend approval on a Conditional Use Permit to allow a second accessory dwelling unit on 0.8180 acres out of Farm Lot 16, West of Main Street located at 406 Cedar Street, an area zoned Single Family Residential (SF-1), within the city limits of Bastrop. Commissioner Patrice Parsons seconded the motion. The motion passed unanimously with a vote of 7-0.

3F. Conduct a public hearing, consider and act on a recommendation to City Council to amend the Comprehensive Plan to change the Future Land Use designation from Mixed-Use Corridor Commercial, Neighborhood Residential, Residential Mixed Density and Corridor Commercial to Mixed-Use Corridor Commercial for the area being described as 169.971 +/- acres out of the Nancy Blakey Abstract 98, east of FM 20, located at 169 FM 20, Bastrop, TX 78602 within the city limits of Bastrop, Texas. This development is more commonly known as Bastrop West.

James E. Cowey, Director of Development Services, presented the item to the commission.

The public hearing was opened at 6:32 pm.

Alex Tradd, owner of Bastrop RV Park property located next door to the Bastrop West development, did not wish to speak and stated they were just there to listen, neither in favor nor in opposition.

Bobby New, owner of Bastrop RV Park property located next door to the Bastrop West development, did not wish to speak and stated they were just there to listen, neither in favor nor in opposition.

The public hearing was closed at 6:34 pm.

Commissioner Heather Greene made a motion to recommend approval to the City Council to amend the Comprehensive Plan to change the Future Land Use designation from Mixed-Use Corridor Commercial, Neighborhood Residential, Residential Mixed Density and Corridor Commercial to Mixed-Use Corridor Commercial for the area being described as 169.971 +/- acres out of the Nancy Blakey Abstract 98, east of FM 20, located at 169 FM 20, Bastrop, TX 78602. Commissioner Kristi Koch seconded the motion. The motion passed unanimously with a vote of 7-0.

3G. Conduct a public hearing, consider and act on a recommendation to the City Council on a request to rezone the project site from Rural Residential to Planned Development District ("PDD") with a base district of Mixed Use and General Commercial for the area described as being 169.73 +/- acres out of the Nancy Blakey Abstract 98 and 221.825 +/- acres out of the Mozea Rousseau Abstract 56, east of FM 20, located at 169 FM 20 and PID 25125, Bastrop, TX 78602.This development is more commonly known as Bastrop West.

Brittany Epling, Planning Manager, presented the item to the commission.

Commissioner Patrice Parsons had questions pertaining to the impervious coverage and the effect that it would have on neighboring properties, the road widths that are being proposed, and where the development was in comparison to the citizen that spoke at the time of citizen comments.

Commissioner Heather Greene had a question pertaining impervious cover and parkland dedication and wanted to confirm that she understood

Sylvia Carrillo, City Manager, presented some of the renderings on behalf of the applicant to the commission.

The public hearing was opened at 6:57 pm.

Bruce Sears, resident at 342 Outfitter Drive, spoke about his concern with the drainage issues that Hunters Crossing is already having and how this development may impact existing issues.

Sylvia Carrillo, City Manager, stated that the city is currently working on trying to improve the drainage in Hunters Crossing as the issue pertained to lack of maintenance from the HOA and the city.

Alex Tradd, owner of Bastrop RV Park property located next door to the Bastrop West development, did not wish to speak and stated they were just there to listen, neither in favor nor in opposition.

Bobby New, owner of Bastrop RV Park property located next door to the Bastrop West development, did not wish to speak and stated they were just there to listen, neither in favor nor in opposition.

The public hearing was closed at 7:00 pm.

Commissioner Heather Greene made a motion to recommend approval to the City Council on a request to rezone the project site from Rural Residential to Planned Development District ("PDD") with a base district of Mixed Use and General Commercial for the area described as being 169.73 +/- acres out of the Nancy Blakey Abstract 98 and 221.825 +/- acres out of the Mozea Rousseau Abstract 56, east of FM 20, located at 169 FM 20 and PID 25125, Bastrop, TX 78602. Commissioner Patrice Parsons seconded the motion. The motion passed unanimously with a vote of 7-0.

3H. Conduct a public hearing, consider, and act on amendments to the Bastrop Development Code, Section 14.02.009, Table of Permitted Uses, to amend the permitted use classifications for Data Centers; and add Section 14.04.007, Use-Specific Standards, establishing development and operational standards for Data Centers.

Brittany Epling, Planning Manager, presented the item to the commission.

Commissioner Patrice Parsons asked the question about the noise pollution and how that would impact the neighboring properties and how many residential areas will be impacted by the noise pollution.

The public hearing was opened at 7:11 pm.

The public hearing was closed at 7:12 pm.

Commissioner Heather Greene made a motion to recommend approval to the City Council on amendments to the Bastrop Development Code, Section 14.02.009, Table of Permitted Uses, to amend the permitted use classifications for Data Centers; and add Section 14.04.007, Use-Specific Standards, establishing development and operational standards for Data Centers. Commissioner Kristi Koch seconded the motion. The motion passed with a vote of 6-1.

3I. Conduct a public hearing, consider, and act on amendments to the Bastrop Development Code, Section 14.03.003, Downtown Historic District, to establish Active and Passive Use requirements for ground-floor storefronts and regulations for certain Alcohol-Focused Uses.

Brittany Epling, Planning Manager, presented the item to the commission.

Michaela Joyce, Director of Discover Bastrop, spoke about the incentives and assistance that the city is proposing on passing and the joint efforts from Discover Bastrop and Bastrop Economic Development Corporation.

Chairman Keith Ahlborn had questions regarding the vacancies in downtown

Michaela Joyce stated the vacancies downtown to be about 11% of the building space.

Commissioner Christopher Toth asked how grandfathering would work, including when that status could be lost. He also asked how long it might take for downtown to begin showing changes and raised concerns about unintended consequences, particularly the proposed six-month waiting period for property owners. He questioned whether the ordinance language was premature, given the remaining hurdles that property owners and the City must address before passive uses can be introduced.

Michaela noted that visible changes may take approximately two to three years, as building renovations begin during that period. She said several small businesses had previously declined to lease space downtown because the available spaces were larger than they needed and rents were higher. In her view, the proposed changes could make downtown more attractive to businesses as renovations occur. She also cautioned that delaying the amendments could lead to more existing active-use buildings shifting to passive uses.

Brittany Epling explained the grandfathering of the uses, what happens when the grandfathering is lost, what the process for a Conditional Use permit will look like for the applicant, and the administrative exception process will look like and the multiple options to further assist property owners when leasing their buildings.

Commissioner Heather Greene asked for the total number of vacancies and non-conforming buildings that are currently existing and wanted to ensure that existing buildings and business owners were not going to be negatively affected by these changes.

Michaela Joyce was not able to provide a total number of vacancies but did provide an example with 1025 Main Street and stated that she was aware that the building would require a remodel and some changes in order for that building to be able to in the future accomplish what the amendments would implement.

The public hearing was opened at 7:46 pm.

Tom Dikey, business owner at 601 Chestnut, spoke in opposition of the amendments as written and recommended the commission to ask what problem was intended to be resolved. He stated the changes in the amendments felt like overreaching on property owners.

Carol Spencer, resident in Cedar Creek, spoke in favor of the amendments being proposed by staff and suggested more needs to happen as well. She stated that the changes to require passive use are

needed now for the changes in the vacancies to be seen. There are many other policies that can be implemented to also help ensure passive use is being protected downtown.

Laura Munos, property manager of 702 Chestnut Street, spoke in opposition to the amendments and had questions about vacancies and how or at what time the grandfathering would get lost if there are multiple spaces for lease.

Susan Nogues, business/property owner located at 115 Loop 150, spoke in opposition to the amendments and stated that the market should fill the buildings. She stated that as a realtor she has seen businesses come and go and has not been due to the lack of trying to keep the businesses.

Nick Shayu, business owner downtown, spoke on the timing of the amendments. He stated that the amendments are great and the intent is great but stated that the timing might be too early and asked for the incentives to be given at the same time or before the regulations are put in place as currently there are already vacancies that can't be filled downtown.

The public hearing was closed at 8:11 pm.

Commissioner Christopher Toth made a motion to send the amendments back to staff for reevaluation and reconsideration and have staff come back at a future date with changes based on the concerns that were heard from the public and the commission. Commissioner Patrice Parsons seconded the motion. The motion passed unanimously with a vote of 7-0.

3J. Conduct a public hearing, consider, and act on amendments to the Bastrop Development Code, Sections 14.04.001 and 14.04.005, to amend development standards for fences and residential driveways on rural properties.

Brittany Epling, Planning Manager, presented the item to the commission.

The public hearing was opened at 8:21 pm.

The public hearing was closed at 8:21 pm.

Commissioner Kristi Koch made a motion to recommend approval to the City Council on amendments to the Bastrop Development Code, Sections 14.04.001 and 14.04.005, to amend development standards for fences and residential driveways on rural properties with recommendation that staff comes back with an amendment to take a look at fences overall at a later date. Commissioner Keith Ahlborn seconded the motion. The motion passed unanimously with a vote of 7-0.

4. UPDATES

4A. Future Development Related Items.

James E. Cowey, Development Services Director, asked the commission to help with filling the vacancies within the Planning and Zoning Commission

4B. Development Services Department Monthly Project Volume Report.

James E Cowey, Development Services Director, presented the Building and Planning Development Services Department Monthly Project Volume Report for the month of June, July, August, and September.

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

There were no individual requests from Planning & Zoning Commissioners that particular items to be listed on future agendas.

5. ADJOURNMENT

Commissioner Heather Greene made a motion to adjourn the meeting at 8:32 PM. Commissioner Patrice Parsons seconded the motion. The motion passed unanimously.

Chair

Vice-Chair