Bastrop, TX City Council Meeting Agenda

City Hall City Council Chambers | 1311 Chestnut Street
Bastrop, Texas 78602
(512) 332-8800

April 14, 2026

Regular City Council Meeting at 6:30 PM

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.

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.

PLEASE NOTE: ANYONE IN ATTENDANCE WISHING TO ADDRESS THE COUNCIL MUST COMPLETE A CITIZEN COMMENT FORM AND GIVE THE COMPLETED FORM TO THE CITY SECRETARY PRIOR TO THE START OF THE CITY COUNCIL MEETING. ALTERNATELY, IF YOU ARE UNABLE TO ATTEND THE COUNCIL MEETING, YOU MAY COMPLETE A CITIZEN COMMENT FORM WITH YOUR COMMENTS AT CITYOFBASTROP.ORG/CITIZENCOMMENT AT LEAST TWO HOURS BEFORE THE MEETING STARTS ON THE REQUESTED DATE. COMMENTS SUBMITTED BY THIS TIME WILL BE GIVEN TO THE CITY COUNCIL DURING THE MEETING AND INCLUDED IN THE PUBLIC RECORD, BUT NOT READ ALOUD. COMMENTS FROM EACH INDIVIDUAL IN ATTENDANCE WILL BE LIMITED TO THREE (3) MINUTES.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE - Liliana Trejo-Martinez and Alyson Jimenez-Cedillo, students from Camino Real Elementary

TEXAS PLEDGE OF ALLEGIANCE - *Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*

3. INVOCATION

4. PRESENTATIONS

4A. Mayor's Report

4B. Council Members' Report

4C. City Manager's Report

4D. **PROCLAMATIONS**

A. Air Quality Awareness

B. Community Development Week

5. WORK SESSIONS/BRIEFINGS - NONE

6. STAFF AND BOARD REPORTS

6A. Receive a presentation on the unaudited Monthly Financial Report for the period ending February 2026.

Submitted by: Judy Sandroussi, Finance Director

7. CITIZEN COMMENTS

At this time, three (3) minute comments will be taken from the audience on any topic. Anyone in attendance wishing to address the Board/Commission must complete a citizen comment form and give the completed form to the Board/Commission Secretary prior to the start of the Board/Commission meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, the Board/Commission cannot discuss issues raised or make any decision at this time. Instead, the Board/Commission is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to the City Manager for research and possible future action. Profanity, physical or other threats are not allowed and may subject the speaker to loss of the time for comment, and if disruptive to the conduct of business, could result in removal of the speaker.

8. CONSENT AGENDA

All matters listed under "Consent Agenda" are considered to be routine by the City Council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

8A. Consider and act on the first reading of Ordinance No. 2026-02, ratifying, confirming, and reapproving Ordinance No. 2024-24, which abandoned, vacated, and closed a portion of Madison Street right-of-way and a portion of Houston Street right-of-way, north of State Highway 71 and south of Government Street, as described in Exhibit A; and move to include on the April 28, 2026 meeting for a second reading.

Submitted by: Vivianna Nicole Andres, Assistant to the City Manager

8B. Consider and act on the first reading of Ordinance No. 2026-10, amending the Code of Ordinances, Section 1.15.009(h)(1), regarding abuse of position, to add “physical or mental disability” to the list of protected classes; and move to include on the April 28, 2026 meeting for a second reading.

Submitted by: Michael Muscarello, TRMC, CMC, CPM, City Secretary

8C. Consider and act on Resolution No. R-2026-52, accepting a donation from the LCRA Steps Forward Program in the amount of $1,000.00 (one thousand dollars and no cents).

Submitted by: Jason Alfaro, Director of Parks and Recreation

8D. Consider and act to approve the Bastrop City Council minutes from the March 24, 2026, Regular Meeting.

Submitted by: Victoria Psencik, TRMC, Assistant City Secretary

9. ITEMS FOR INDIVIDUAL CONSIDERATION

9A. Consider and act to approve Resolution No. R-2026-53 confirming the Mayor's appointment to the Zoning Board of Adjustment.

Submitted by: Michael Muscarello, TRMC, CMC, CPM, City Secretary

9B. Consider and act on Resolution No. R-2026-49, authorizing the City Manager to approve Change Order #2 to the Construction Contract with Jay-Reese Contractors, Inc. for the construction of Old Iron Bridge Rehabilitation.

Submitted by: Elizabeth Wick, CFM, Project Manager

9C. Consider and act on Resolution No. R-2026-50, authorizing the City Manager to approve Change Order #3 to the Construction Contract with Jay-Reese Contractors, Inc. for the construction of Old Iron Bridge Rehabilitation.

Submitted by: Elizabeth Wick, CFM, Project Manager

9D. Consider and act on the first reading of Ordinance No. 2026-13, establishing a 0.84-acre tract located southeast of Grady Tuck Lane, northwest of Loop 150 and south of Old Austin Highway and further identified as Lot 3 of the Adell Powell Subdivision, Cabinet 4, PG 6-B, P.R.B.C.T, Parcel 66319, Bastrop, Texas, as designated parkland, and move to include on the April 28, 2026, meeting for a second reading.

Submitted by: Jason Alfaro, Director of Parks and Recreation

9E. Consider and act on the second reading of Ordinance No. 2026-05, a request for a Zoning Concept Scheme to rezone the project site from P3 Neighborhood to P5 Core, for the area described as being 2.55 +/- acres out of the Building Block 120, East of Jackson Street, located at 1811 Jasper Street, within the city limits of Bastrop.

Submitted by: Brittany Epling, Senior Planner

9F. Consider and act on the second reading of Ordinance No. 2026-06, repealing the Bastrop Building Block Code (Current Unified Development Code), and adopting the Bastrop Development Code (BDC) as Chapter 14 of the Code of Ordinances, as shown in Exhibit A.

Submitted by: Brittany Epling, Senior Planner

9G. Consider and act on the second reading of Ordinance No. 2026-07 to adopt a Comprehensive Zoning Map Amendment, as shown in Exhibit A.

Submitted by: Brittany Epling, Senior Planner

9H. Consider and act on the second reading of Ordinance No. 2026-08, to approve amendments to the subdivision regulations and codification as Chapter 10, as shown in Exhibit A.

Submitted by: Brittany Epling, Senior Planner

9I. Consider and act on the second reading of Ordinance No. 2026-09, amending the Code of Ordinances Chapter 1 "General Provisions", by repealing Section 1.13.05 "Trees on Private Property"; as shown in Exhibit A and replacing it with Chapter 14, “Bastrop Development Code”, Article 14.06 “Tree Preservation and Mitigation” as shown in Exhibit B.

Submitted by: James E. Cowey, Development Services Director

9J. Consider and act on the first reading of Ordinance No. 2026-12, adopting a Water Conservation Plan in accordance with the Texas Commission on Environmental Quality and the Texas Water Development Board regulations.

Submitted by: Curtis Hancock, Director of Water & Wastewater

9K. Consider and act on Resolution No. R-2026-48, approving a construction contract with Texas Utilities (Corix) for a not-to-exceed amount of One Hundred Sixty-Four Thousand, Three Hundred, Seventy Dollars and Zero Cents ($164,370.00) for the Texas Utilities (Corix) Force Main Extension.

Submitted by: Curtis Hancock, Director of Water & Wastewater

9L. Consider and act on Resolution No. R-2026-51, approving an Engineering contract with Walker Partners, for a not-to-exceed amount of Two Hundred Sixty-Six Thousand, One Hundred Seventy Dollars and Zero Cents ($266,170.00) for engineering services for the design of relocation of the outfall for Waste Water Treatment Plant (WWTP) #3.

Submitted by: Curtis Hancock, Director of Water & Wastewater

9M. Consider and act on Resolution No. R-2026-54 appointing reUse Engineering as the engineer of record for the Waste Water Treatment Plant (WWTP) #3 expansion.

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

9N. Consider and act on:

A. The first reading of **Ordinance No. 2026-14** to amend the FY 2026 Operating Budget by $2,047,950.37 from Street Reserve Fund (110-3000 Fund Balance) to Street Operations Fund reducing Fund (110-3000 Fund Balance) from $3,688,984.17 to $1,641,034.17 and increasing the operating Street Fund (110-18-00-6132 Street Improvements) by $1,761,867.60 and $286.082.77 (110-18-00-6010 Equipment – Capital Outlay) and include on the April 28, 2026, meeting for the second reading.

B. Resolution No. R-2026-56 approving the purchase of a street roller from Dynapac, Sourcewell Vendor No. 060122 in an amount not to exceed $214,311.00 from Street Operations Fund (110-18-00-6010 Equipment – Capital Outlay).

C. Resolution No. R-2026-57 approving the purchase of various skidster attachments from Bobcat, Inc, BuyBoard Vendor No. 788-25 in an amount not to exceed $71,771.77 from Street Operations Fund (110-18-00-6010 Equipment – Capital Outlay).

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

10. EXECUTIVE SESSION

10A. City Council shall convene into a closed executive session pursuant to Texas Local Government Code Section § 551.074 to deliberate regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Municipal Judge.

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

12. ADJOURNMENT

All items on the agenda are eligible for discussion and action unless specifically stated otherwise.

The Bastrop City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.087 (Economic Development), and §551.086 (Competitive Matters regarding Electric Utility).

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 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: Wednesday, April 8, 2026, at 5:30 p.m. and remained posted for at least two hours after said meeting was convened.

/s/Victoria Psencik
Victoria Psencik, TRMC, Assistant City Secretary

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:
Mayor's Report

AGENDA ITEM SUBMITTED BY:
Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

POLICY EXPLANATION:

Texas Local Government Code, Section 551.045 – Governing Body of Municipality or County: Reports about Items of Community Interest Regarding Which No Action Will Be Taken:

(a) Notwithstanding Sections 551.041 and 551.042, a quorum of the governing body of a municipality or county may receive from staff of the political subdivision and a member of the governing body may make a report about items of community interest during a meeting of the governing body without having given notice of the subject of the report as required by this subchapter if no action is taken and, except as provided by Section 551.042, possible action is not discussed regarding the information provided in the report.

(b) For purposes of Subsection (a), "items of community interest" includes:

(1) expressions of thanks, congratulations, or condolence;
(2) information regarding holiday schedules;
(3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision;
(4) a reminder about an upcoming event organized or sponsored by the governing body;
(5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the political subdivision; and
(6) announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:
Council Members' Report

AGENDA ITEM SUBMITTED BY:
Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

POLICY EXPLANATION:

Texas Local Government Code, Section 551.045 – Governing Body of Municipality or County: Reports about Items of Community Interest Regarding Which No Action Will Be Taken:

(a) Notwithstanding Sections 551.041 and 551.042, a quorum of the governing body of a municipality or county may receive from staff of the political subdivision and a member of the governing body may make a report about items of community interest during a meeting of the governing body without having given notice of the subject of the report as required by this subchapter if no action is taken and, except as provided by Section 551.042, possible action is not discussed regarding the information provided in the report.

(b) For purposes of Subsection (a), "items of community interest" includes:

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(6) announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:
City Manager's Report

AGENDA ITEM SUBMITTED BY:
Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

POLICY EXPLANATION:

Texas Local Government Code, Section 551.045 – Governing Body of Municipality or County: Reports about Items of Community Interest Regarding Which No Action Will Be Taken:

(a) Notwithstanding Sections 551.041 and 551.042, a quorum of the governing body of a municipality or county may receive from staff of the political subdivision and a member of the governing body may make a report about items of community interest during a meeting of the governing body without having given notice of the subject of the report as required by this subchapter if no action is taken and, except as provided by Section 551.042, possible action is not discussed regarding the information provided in the report.

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(6) announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

Proclamation

BASTROPTX
Heart of the Lost Pines / Est. 1832

Item 4D.

WHEREAS, air quality can threaten our environment, economy, and the health of the residents of Bastop; and

WHEREAS, children, older adults, people with lung disease and people with heart disease are particularly affected by poor air quality, which make up half of all residents in Central Texas; and

WHEREAS, in 2025 air quality in the Austin-Round Rock-San Marcos Metropolitan Statistical Area (MSA) was moderated or worse according to the Air Quality Index (AQI) for 57% of days; and

WHEREAS, in 2025, the Austin-Round Rock-San Marcos MSA exceeded the federal 8-hour ozone standard which increases the region's risk of being designated nonattainment; and

WHEREAS, in 2025, the Austin-Round Rock-San Marcos MSA exceeded the federal annual fine particulate matter ($PM_{2.5}$) standard for a second year, which increases the region's risk of being designated nonattainment; and

WHEREAS, remaining in compliance with the NAAQS is important not only for public health, but also for the region's economy and ability to conduct transportation planning; and

WHEREAS, the U.S. Environmental Protection Agency has designated May 4 - 8, 2026, as National Air Quality Awareness Week; and

WHEREAS, the goal of the Central Texas Clean Air Coalition (CAC) is to maintain compliance with federal air quality regulations and to reduce the impacts of air pollution on public health and welfare; and

WHEREAS, Bastrop is committed to the efforts of the regional Central Texas CAC.

NOW THEREFORE, I, Ishmael Harris, Mayor of the City of Bastrop, Texas, do hereby proclaim May 4 - 8, 2026 as

"Air Quality Awareness Week"

in Bastrop and encourages residents and employees to take action to 'Be Air Aware' and educate themselves about local air quality by visiting CAPCOG's Air Central Texas website at AirCentralTexas.org and by promoting air quality and air quality awareness within our community.

CITY OF BASTROP, TEXAS

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Ishmael Harris, Mayor

ATTEST:

_____

Michael Muscarello, City Secretary

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:
Receive presentation on the unaudited Monthly Financial Report for the period ending February 28, 2026.

AGENDA ITEM SUBMITTED BY:
Judy Sandroussi, Finance Director

BACKGROUND/HISTORY:

The Chief Financial Officer, or appointed staff, provides the City Council a monthly financial report overview for all funds to include detailed analysis for General Fund, Development Services Fund, Water-Wastewater Fund, Bastrop Power & Light and the HOT Tax Fund.

This reporting requirement is set forth by the City of Bastrop Financial Management Policies, Chapter IV. Operating Budget, Section D. Reporting, as adopted by Resolution R-2025-16 on September 23, 2025.

February financial highlights include:

The General Fund revenue is exceeding forecast by 8% or $881K while expenditures is running -20% to forecast, or -$1.6M. Sales tax is exceeding forecast by 3% and property tax is exceeding forecast by 7%.

The Enterprise Funds revenue is under forecast by -2% or -$173K. While their expenditures are running -9%, or -$744K less than forecast.

As of February, the Special Revenue Funds revenues are less than forecast by -4% and expenditures are running within $16K of forecast.

- Development Services revenue is 4% over forecast with expenses running -21% less than forecast.
- Street Maintenance Fund revenue is -1% to forecast with expenses -18% less than forecast.
- Water/Wastewater Impact Fees revenues exceeded forecast by 73%. Unfortunately, their year-to-date revenue is still running -15% below forecast (-$261K).
- The HOT Fund revenue continues to run less than forecast with year-to-date revenues being -21% (-$433K) less than forecast. While expenditures are running -3%, or $-56K, then forecast.
- Hunters Crossing PID revenue year-to-date is -11% less than forecast, or -$69K.
- BEDC's revenue is exceeding forecast by 4% while their expenditures are running -52% to forecast.

Year-to-date capital expenditures include a total of $5.8M with street project totaling $1.4M, $2.8M on park projects which includes the Old Iron Bridge project, $103K on BP&L project, and $1.4M on W/WW projects.

City of Bastrop

Comprehensive Monthly Financial Report (Unaudited)

For the month ending February, 2026



Comprehensive Monthly Financial Report (Unaudited)

For the month ending February, 2026

REVENUE

	Month of February 2026			Year-To-Date			
	Forecast	Actual	% of Forecast	FY2026 Approved Budget	FY2026 Forecast	FY2026 YTD Actual	% of Forecast
General Fund							
Taxes & Penalties	$ 2,595,040	$ 2,033,624	-22%	$ 15,418,645	$ 9,290,436	$ 9,798,238	5%
Licenses & Permits	$ 3,125	$ 2,400	-23%	$ 37,500	$ 15,625	$ 15,118	-3%
Charges for Service	$ 90,100	$ 97,544	8%	$ 1,047,200	$ 434,860	$ 459,609	6%
Fines & Forfeitures	$ 29,217	$ 49,599	70%	$ 350,600	$ 146,083	$ 177,050	21%
Interest Income	$ 27,500	$ 16,190	-41%	$ 330,000	$ 137,500	$ 50,140	-64%
Intergovernmental	$ 8,468	$ 18,750	121%	$ 284,315	$ 44,265	$ 95,670	116%
Miscellaneious	$ 3,750	$ 165,602	4316%	$ 45,000	$ 18,750	$ 445,890	2278%
Transfers-In	$ 68,750	$ 54,167	-21%	$ 655,240	$ 343,750	$ 270,833	-21%
General Fund Totals:	**$ 2,825,950**	$ 2,437,876	**-14%**	**$ 18,168,500**	**$ 10,431,269**	$ 11,312,549	**8%**

	Forecast	Actual	% of Forecast	FY2026 Approved Budget	FY2026 Forecast	FY2026 YTD Actual	% of Forecast
Enterprise Funds							
Water/Wastewater Fund	$ 739,375	$ 821,992	11%	**$ 10,193,000**	$ 3,734,605	$ 4,141,154	11%
Bastrop Power & Lights Fund	$ 803,667	$ 752,054	-6%	**$ 9,644,000**	$ 4,018,333	$ 3,438,660	-14%
Enterprise Fund Totals:	**$ 1,543,042**	$ 1,574,046	**2%**	**$ 19,837,000**	**$ 7,752,938**	$ 7,579,813	**-2%**

Comprehensive Monthly Financial Report (Unaudited)

For the month ending February, 2026

REVENUE

	Month of February 2026			Year-To-Date			
	Forecast	Actual	% of Forecast	FY2026 Approved Budget	FY2026 Forecast	FY2026 YTD Actual	% of Forecast
Special Revenue Fund							
Designated Fund	$ 7,518	$ 8,368	11%	$ 90,210	$ 37,588	$ 84,394	125%
General Fund One-Time	$ 667	$ 445	-33%	$ 8,000	$ 3,333	$ 2,673	-20%
Development Services	$ 174,417	$ 216,079	24%	$ 2,232,335	$ 872,083	$ 909,190	4%
Streets Maintenance	$ 295,750	$ 341,380	15%	$ 3,549,000	$ 1,478,750	$ 1,469,948	-1%
Engineering	$ 62,464	$ 26,374	-58%	$ 749,569	$ 312,320	$ 131,869	-58%
Water & Wastewater Impact Fees	$ 337,437	$ 583,446	73%	$ 4,049,240	$ 1,687,183	$ 1,425,725	-15%
Roadway Impact Fee	$ 128,167	$ 121,703	-5%	$ 1,538,004	$ 640,835	$ 316,354	-51%
Vehicle Equip & Replacement Fund	$ 72,981	$ 64,435	-12%	$ 875,774	$ 364,906	$ 382,245	5%
Hotel Occupancy Tax	$ 408,884	$ 274,158	-33%	$ 4,873,606	$ 2,029,419	$ 1,595,448	-21%
Library Board	$ 1,750	$ 370	-79%	$ 21,000	$ 8,750	$ 11,127	27%
Park & Trail Dedication	$ 155	$ 163	5%	$ 1,865	$ 777	$ 863	11%
Fairview Cemetery Operating	$ 45,356	$ 24,553	-46%	$ 544,269	$ 226,779	$ 118,377	-48%
Fairview Cemetery Permanent	$ 3,083	$ 1,759	-43%	$ 37,000	$ 15,417	$ 7,720	-50%
ValVerde PID		$ 6,574	0%			$ 933,647	0%
Hunters Crossing PID	$ 55,886	$ 211,502	278%	$ 581,279	$ 573,141	$ 509,206	-11%
Type B - BEDC	$ 155,058	$ 147,018	-5%	$ 1,667,100	$ 690,969	$ 717,882	4%
Special Revenue Fund Totals:	**$ 1,749,572**	$ 2,028,327	**16%**	**$ 20,818,251**	**$ 8,942,251**	$ 8,616,668	**-4%**

Comprehensive Monthly Financial Report (Unaudited)

For the month ending February, 2026

REVENUE

	Month of February 2026			Year-To-Date			
	Forecast	Actual	% of Forecast	FY2026 Approved Budget	FY2026 Forecast	FY2026 YTD Actual	% of Forecast
Debt Service Fund							
General Fund Debt Service	$ 1,205,455	$ 593,075	-51%	$ 4,984,812	$ 4,442,564	$ 3,575,743	-20%
Water/Wastewater Debt Service	$ 509,638	$ 606,647	19%	$ 7,189,950	$ 2,548,188	$ 3,060,369	20%
Debt Service Fund Totals:	**$ 1,715,092**	$ 1,199,722	**-30%**	**$ 12,174,762**	**$ 6,990,751**	$ 6,636,112	**-5%**

	Month of February 2026			Year-To-Date			
	Forecast	Actual	% of Forecast	FY2026 Approved Budget	FY2026 Forecast	FY2026 YTD Actual	% of Forecast
Capital Fund							
General Fund		$ 145,580	0%			$ 15,005,129	0%
2022 CO Series		$ 3,692	0%			$ 26,900	0%
2023 CO Series		$ 18,326	0%			$ 133,530	0%
Grant Fund		$ -				$ 5,654	0%
Bastrop Power & Light		$ -				$ -	
Water/Wastewater		$ -				$ -	
Capital Fund Totals:	**$ -**	$ 167,598		**$ -**	**$ -**	$ 15,171,213	

Comprehensive Monthly Financial Report (Unaudited)

For the month ending February, 2026

EXPENDITURES

General Fund (by Department)	Month of February 2026 Forecast	Month of February 2026 Actual	Month of February 2026 % of Forecast	Year-To-Date FY2026 Approved Budget	Year-To-Date FY2026 Forecast	Year-To-Date FY2026 YTD Actual	Year-To-Date % of Forecast
Legislative	$ 3,930	$ 1,936	-51%	$ 64,365	$ 35,722	$ 22,021	-38%
Organizational	$ (36,600)	$ (62,532)	71%	$ (80,351)	$ (19,146)	$ (232,540)	1115%
City Manager	$ 73,432	$ 61,515	-16%	$ 853,176	$ 357,188	$ 325,388	-9%
City Secretary	$ 35,927	$ 19,732	-45%	$ 354,768	$ 146,677	$ 109,093	-26%
Finance	$ 198,670	$ 32,123	-84%	$ 2,405,508	$ 978,560	$ 901,019	-8%
Human Resources	$ 43,708	$ 34,150	-22%	$ 553,231	$ 234,628	$ 192,930	-18%
Information Technology	$ 50,768	$ 8,991	-82%	$ 661,597	$ 286,470	$ 60,130	-79%
Communications	$ 28,095	$ 25,187	-10%	$ 360,646	$ 151,967	$ 129,317	-15%
Police	$ 486,474	$ 375,521	-23%	$ 6,232,762	$ 2,766,716	$ 2,443,996	-12%
Fire	$ 148,728	$ 116,988	-21%	$ 1,790,342	$ 731,014	$ 608,408	-17%
Municipal Court	$ 46,915	$ 35,864	-24%	$ 550,788	$ 228,368	$ 181,429	-21%
Library	$ 85,183	$ 59,283	-30%	$ 1,038,296	$ 437,301	$ 347,314	-21%
Flet & Facilities	$ 151,367	$ 127,721	-16%	$ 1,736,734	$ 734,569	$ 574,691	-22%
Parks	$ 145,458	$ 104,850	-28%	$ 1,855,789	$ 837,582	$ 635,591	-24%
Discover Bastrop	$ 19,273	$ 3,941	-80%	$ 231,275	$ 96,365	$ 72,669	-25%
General Fund Totals:	**$ 1,481,329**	**$ 945,270**	**-36%**	**$ 18,608,926**	**$ 8,003,981**	**$ 6,371,456**	**-20%**

Comprehensive Monthly Financial Report (Unaudited)

For the month ending February, 2026

EXPENDITURES

	Month of February 2026			Year-To-Date			
	Forecast	Actual	% of Forecast	FY2026 Approved Budget	FY2026 Forecast	FY2026 YTD Actual	% of Forecast
Enterprise Funds							
Water/Wastewater Fund							
Information Technology	$ 8,890	$ 8,733	-2%	**$ 106,680**	$ 44,450	$ 43,463	-2%
W/WW Administration	$ 473,988	$ 437,734	-8%	**$ 5,687,859**	$ 2,369,941	$ 2,263,322	-4%
W/WW Distribution	$ 91,085	$ 70,247	-23%	**$ 1,093,025**	$ 455,427	$ 318,825	-30%
Water Production/Treatment	$ 139,211	$ 101,164	-27%	**$ 1,670,530**	$ 696,054	$ 447,782	-36%
WW Treatment	$ 123,610	$ 66,227	-46%	**$ 1,483,314**	$ 618,048	$ 467,503	-24%
Subtotal W/WW	**$ 836,784**	**$ 684,105**	**-18%**	**$ 10,041,408**	**$ 4,183,920**	**$ 3,540,895**	-15%
Bastrop Power & Lights Fund							
Information Technology	$ 8,890	$ 8,733	-2%	**$ 106,680**	$ 44,450	$ 43,462	-2%
Bastrop Power & Lights	$ 706,211	$ 635,816	-10%	**$ 9,425,294**	$ 3,626,136	$ 3,525,247	-3%
Subtotal BP&L	**$ 715,101**	**$ 644,549**	-10%	**$ 9,531,974**	**$ 3,670,586**	**$ 3,568,709**	-3%
Enterprise Fund Totals:	**$ 1,551,885**	**$ 1,328,654**	**-14%**	**$ 19,573,382**	**$ 7,854,506**	**$ 7,109,604**	**-9%**

EXPENDITURES

	Month of February 2026			Year-To-Date			
	Forecast	Actual	% of Forecast	FY2026 Approved Budget	FY2026 Forecast	FY2026 YTD Actual	% of Forecast
Special Revenue Fund							
Designated Fund	$ 6,018	$ 2,839	-53%	$ 72,219	$ 30,091	$ 50,398	67%
Development Services							
Information Technology	$ 8,890	$ 8,733	-2%	$ 106,680	$ 44,450	$ 43,463	-2%
Planning	$ 118,933	$ 97,466	-18%	$ 1,427,745	$ 594,665	$ 507,601	-15%
Building Inspections	$ 56,827	$ 40,182	-29%	$ 680,925	$ 284,135	$ 174,586	-39%
Subtotal Dev Services	**$ 184,650**	**$ 146,381**	**-21%**	**$ 2,215,350**	**$ 923,250**	**$ 725,650**	**-21%**
Streets Maintenance							
Information Technology	$ 8,890	$ 8,733	-2%	$ 106,680	$ 44,450	$ 43,463	-2%
Street Maintenance	$ 190,781	$ 134,708	-29%	$ 2,289,369	$ 953,904	$ 773,800	-19%
Subtotal Streets	**$ 199,671**	**$ 143,441**	**-28%**	**$ 2,396,049**	**$ 998,354**	**$ 817,263**	**-18%**
Engineering	$ 62,464	$ (5,290)	-108%	$ 749,569	$ 312,320	$ 8,209	-97%
Water & Wastewater Impact Fees	$ 290,749	$ 290,916	0%	$ 3,488,992	$ 1,453,747	$ 1,451,081	0%
Vehicle Equip & Replacement Fund	$ 57,553	$ 37,203	-35%	$ 690,631	$ 287,763	$ 296,089	3%
Hotel Occupancy Tax							
Discover Bastrop	$ 65,469	$ 83,022	27%	$ 2,273,002	$ 1,289,332	$ 1,438,390	12%
Marketing	$ 53,398	$ 62,574	17%	$ 550,776	$ 266,990	$ 172,912	-35%
Convention Center	$ 83,580	$ 69,094	-17%	$ 1,002,954	$ 417,898	$ 335,094	-20%
Main Street	$ 25,911	$ 12,679	-51%	$ 310,936	$ 129,557	$ 86,418	-33%
Special Events	$ 9,945	$ 21,997	121%	$ 119,343	$ 49,726	$ 41,209	-17%
Cultural Arts Commission	$ 8,090	$ 12,503	55%	$ 97,079	$ 40,450	$ 63,550	57%
Subtotal HOT	**$ 246,393**	**$ 261,869**	**6%**	**$ 4,354,090**	**$ 2,193,952**	**$ 2,137,573**	**-3%**
Library Board	$ 1,658		-100%	$ 19,890	$ 8,288		-100%
Fairview Cemetery Operating	$ 38,973	$ 10,740	-72%	$ 467,677	$ 194,865	$ 94,987	-51%
ValVerde PID		$ 928,923				$ 928,923	
Hunters Crossing PID	$ 78,345	$ 359,855	359%	$ 569,239	$ 124,125	$ 382,145	208%
Type B - BEDC	$ 83,580	$ 67,492	-19%	$ 1,285,374	$ 665,316	$ 316,477	-52%
Special Revenue Fund Totals:	**$ 1,250,053**	$ 2,244,368	**80%**	**$ 16,309,080**	**$ 7,192,071**	$ 7,208,795	**0%**

Comprehensive Monthly Financial Report (Unaudited)

For the month ending February, 2026

EXPENDITURES

	Month of February 2026			Year-To-Date			
	Forecast	Actual	% of Forecast	FY2026 Approved Budget	FY2026 Forecast	FY2026 YTD Actual	% of Forecast
Debt Service Fund							
General Fund Debt Service	$ 790,000		0%	$ 4,130,917	$ 790,000	$ 787,405	0%
Water/Wastewater Debt Service	$ 2,350,000	$ 806	0%	$ 7,189,943	$ 2,350,000	$ 2,343,999	0%
Debt Service Fund Totals:	**$ 3,140,000**	$ 806	**0%**	**$ 11,320,860**	**$ 3,140,000**	$ 3,131,404	**100%**

	Month of February 2026			Year-To-Date			
	Forecast	Actual	% of Forecast	FY2026 Approved Budget	FY2026 Forecast	FY2026 YTD Actual	% of Forecast
Capital Fund							
General Fund							
Non-Departmental							0%
Streets Capital Projects	$ 318,750	$ 880,415	176%	**$ 3,825,000**	$ 1,593,750	$ 1,490,669	-6%
Parks Capital Projects	$ 1,478,220	$ 766,127	-48%	**$ 17,738,640**	$ 7,391,100	$ 2,801,829	-62%
Discover Bastrop Capital Projects	$ 82,083	$ 13,408	-84%	**$ 985,000**	$ 410,417	$ 13,408	-97%
Subtotal General Fund Capital	**$ 1,879,053**	**$ 1,659,950**	**-12%**	**$ 22,548,640**	**$ 9,395,267**	**$ 4,305,906**	-54%
Bastrop Power & Light Capital	$ 122,917	$ 75,599	-38%	$ 1,475,000	$ 614,583	$ 103,862	$ 0.17
Water/Wastewater Capital	$ 4,588,000	$ 9,225	-100%	$ 55,056,000	$ 22,940,000	$ 1,440,568	$ 0.06
Capital Fund Totals:	**$ 6,589,970**	$ 1,744,774	**-74%**	**$ 79,079,640**	**$ 32,949,850**	$ 5,850,336	**-82%**

Comprehensive Monthly Financial Report (Unaudited)

For the month ending February, 2026

Property Tax Revenues

	FY2026 Forecast	FY2026 Actual	% of Forecast
Oct	$ 5,417	$ 13,911	61%
Nov	$ 389,062	$ 206,254	-89%
Dec	$ 1,375,578	$ 2,886,202	52%
Jan	$ 2,011,332	$ 1,559,246	-29%
Feb	$ 1,649,610	$ 1,121,269	-47%
Mar	$ 16,378		0%
Apr	$ 27,339		0%
May	$ 27,339		0%
Jun	$ 10,897		0%
Jul	$ 10,897		0%
Aug	$ 10,897		0%
Sep	$ 10,897		0%
Totals:	**$ 3,781,389**	**$ 5,786,882**	**35%**

Comprehensive Monthly Financial Report (Unaudited)
For the month ending February, 2026

SALES TAX REVENUE

	Total Per Month from the State				
	FY2026	FY2025	FY2024	FY2023	FY2022
Oct	1,057,193	931,579	1,060,649	954,398	830,741
Nov	1,039,622	979,392	1,021,968	962,220	955,667
Dec	1,092,554	1,046,364	955,780	941,605	839,693
Jan	1,098,815	1,077,869	1,030,693	978,537	931,798
Feb	1,309,787	1,556,639	1,198,859	1,173,677	1,063,051
Mar		978,177	916,206	901,054	791,530
Apr		866,944	1,018,673	923,239	774,413
May		1,070,083	1,041,718	1,083,119	995,806
Jun		1,095,447	1,093,357	905,039	946,520
Jul		1,051,036	1,035,037	1,076,736	961,322
Aug		1,075,281	1,059,959	1,162,918	1,037,028
Sep			1,218,057	967,537	957,229
Total	5,597,970	11,728,811	12,650,953	12,030,080	11,084,799

	Allocation Based on Rate* 2025-2026			
	BEDC	Street	City	Total
Oct	88,099	264,298	704,795	1,057,193
Nov	86,635	259,905	693,081	1,039,622
Dec	91,046	273,138	728,369	1,092,554
Jan	91,568	274,704	732,543	1,098,815
Feb	109,149	327,447	873,192	1,309,787
Mar				
Apr				
May				
Jun				
Jul				
Aug				
Sep				
Total	466,498	1,399,493	3,731,981	5,597,970

Sales Tax is 49% of the total budgeted revenue for General Fund.

As of February - Sales Tax Revenue is exceeding forecast by 3%.

Comprehensive Monthly Financial Report (Unaudited)
For the month ending February, 2026

Legal Expenses by Councilmember

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	May 26	Jun-26	Jul-26	Aug-25	Sep-26	Total
Mayor Harris												$ -
Mayor Pro-Tem Kirkland			$ 111		$ 315							$ 426
Councilmember Lowe												$ -
Councilmember Meyer												$ -
Councilmember Plunkett												$ -
Councilmember Fossler		$ 71										$ 71

Grand Total **$ 497**

Travel Expenses by Councilmember

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	May 26	Jun-26	Jul-26	Aug-25	Sep-26	Total
Mayor Harris	$ 456	$ 386	$ 833	$ 325								$ 1,999
Mayor Pro-Tem Kirkland		$ 590										$ 590
Councilmember Lowe	$ 456	$ 712										$ 1,168
Councilmember Meyer	$ 183	$ 411	$ 677									$ 1,270
Councilmember Plunkett		$ 36										$ 36
Councilmember Fossler		$ 893		$ 325								$ 1,218

Grand Total **$ 6,282**

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:
Consider and act on the first reading of Ordinance No. 2026-02, ratifying, confirming, and reapproving Ordinance No. 2024-24, which abandoned, vacated, and closed a portion of Madison Street right-of-way and a portion of Houston Street right-of-way, north of State Highway 71 and south of Government Street, as described in Exhibit A; and move to include on the April 28, 2026 meeting for a second reading.

STAFF REPRESENTATIVE:
Vivianna Nicole Andres, Assistant to the City Manager

BACKGROUND/HISTORY:
In 2024, the City brought forth an Ordinance vacating portions of the Madison Street and Houston Street right-of-way. The final version of the ordinance was never executed in its entirety. This Ordinance seeks to finalize this process to complete the right-of-way abandonment process. Below is a summary of the information that was previously presented to the Council in 2024:

The City desires to vacate an existing portion of the unimproved Houston Street right-of-way and an existing portion of the unimproved Madison Street right-of-way. The rights-of-way proposed to be abandoned date back to the original 1920's Iredell Survey Map of Bastrop. The parcels surrounding the Houston Street and Madison Street rights-of-way are currently undeveloped, and the Houston Street and Madison Street rights-of-way are unimproved at this location.

Additionally, due to Houston and Madison Street's proximity to the State Highway 71 deceleration lane, further development in the form of a future connection onto State Highway 71 right-of-way would be precluded due to the driveway separation standards for TxDOT. Also, the State Highway 71 intersection at this location is one of the most heavily traveled intersections within the city limits, so future connections would also be discouraged for this reason.

Staff is recommending the abandonment of the Madison Street and Houston Street rights-of-way to avoid creating additional traffic congestion at the State Highway 71 & 95 intersection, and to promote the safety and well-being of travelers along the State Highway 71 corridor.

FISCAL IMPACT:
N/A

RECOMMENDATION:
Consider and act on the first reading of Ordinance No.2026-02, ratifying, confirming, and reapproving Ordinance No. 2024-24, which abandoned, vacated, and closed a portion of Madison Street right-of-way and a portion of Houston Street right-of-way, north of State Highway 71 and south of Government Street, as described in Exhibit A; and move to include on the April 28, 2026 meeting for a second reading.

ATTACHMENTS:
Ordinance No. 2026-02
Exhibit A: Survey and Metes and Bound Descriptions
Exhibit B: ROW Closure Quitclaim Deeds
Attachment 1: Location Map

ORDINANCE NO. 2026-02

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, RATIFYING, CONFIRMING, AND REAPPROVING ORDINANCE NO. 2024-24, WHICH ABANDONED, VACATED, AND CLOSED A PORTION OF MADISON STREET RIGHT-OF-WAY AND A PORTION OF HOUSTON STREET RIGHT-OF-WAY, NORTH OF STATE HIGHWAY 71 AND SOUTH OF GOVERNMENT STREET, AS DESCRIBED IN EXHIBIT A; RATIFYING ALL ACTIONS TAKEN IN CONNECTION THEREWITH; PROVIDING FOR FINDINGS OF FACT, REPEALER, SEVERABILITY, AND AN EFFECTIVE DATE; AND PROVIDING FOR PROPER NOTICE AND MEETING.

WHEREAS, the City of Bastrop, Texas ("City") is a home-rule municipality acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

WHEREAS, pursuant to Sections 311.001 and 311.007 of the Texas Transportation Code, a home-rule municipality has exclusive control over its streets, alleys, and public rights-of-way and may vacate, abandon, or close such rights-of-way; and

WHEREAS, on September 10, 2024, the City Council adopted Ordinance No. 2024-24, abandoning, vacating, and closing a portion of Madison Street right-of-way and a portion of Houston Street right-of-way, north of State Highway 71 and south of Government Street, as more particularly described therein and in Exhibit A attached thereto; and

WHEREAS, the City Council desires to ratify, confirm, and reapprove Ordinance No. 2024-24 and all actions taken in connection therewith to remove any doubt as to the validity and enforceability of such ordinance and the abandonment authorized thereby; and

WHEREAS, the City Council has determined that ratification of Ordinance No. 2024-24 is in the best interest of the public health, safety, and welfare of the citizens of the City of Bastrop.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, THAT:

Section 1. Findings of Fact.

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if fully set forth herein.

Section 2. Ratification and Reapproval.

Ordinance No. 2024-24, entitled *"An Ordinance of the City Council of the City of Bastrop, Texas, abandoning, vacating, and closing a portion of Madison Street right-of-way and a portion of Houston Street right-of-way…"*, is hereby in all things ratified, confirmed, and

reapproved. The abandonment, vacation, and closure of the rights-of-way described therein and depicted in Exhibit A are reaffirmed and remain in full force and effect.

Section 3. Ratification of Prior Actions.

All acts, proceedings, approvals, and determinations of City officers, employees, and agents taken in connection with the adoption, implementation, and administration of Ordinance No. 2024-24 are hereby ratified, approved, and confirmed in all respects as the lawful acts of the City.

Section 4. No Modification.

This Ordinance is intended solely to ratify and confirm Ordinance No. 2024-24 and does not amend, alter, or modify the substantive provisions thereof.

Section 5. Repealer.

To the extent reasonably possible, ordinances are to be read together in harmony. However, all ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated herein.

Section 6. Severability.

If any clause, sentence, or provision of this Ordinance shall be held invalid or unenforceable for any reason, such invalidity shall not affect the remaining portions of this Ordinance, and the same shall remain in full force and effect.

Section 7. Effective Date.

This Ordinance shall take effect immediately upon its final passage and any required publication, in accordance with the Charter of the City of Bastrop and the laws of the State of Texas.

Section 8. Proper Notice and Meeting.

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Texas Open Meetings Act, Chapter 551, Texas Government Code.

[Signature Page to Follow]

READ & ACKNOWLEDGED on First Reading by the City Council of the City of Bastrop, Texas, on this, the 14th day of April 2026.

PASSED & APPROVED on Second Reading by the City Council of the City of Bastrop, Texas, on this, the 28th day of April 2026.

APPROVED:

***by*: _____**
Ishmael Harris, Mayor

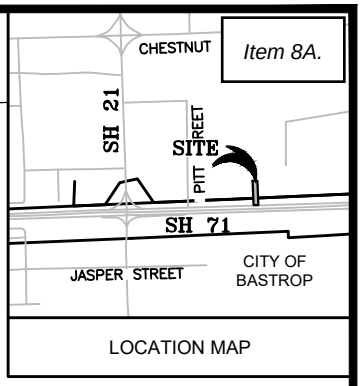
ATTEST:

_____
Michael Muscarello, TRMC, CMC, CPM
City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

EXHIBIT A



LOCATION MAP

GOVERNMENT STREET
(55.56 FOOT WIDE RIGHT-OF-WAY
CABINET 1, SLIDE 23-A
P.R.B.C.T.)

N85° 50' 34"E - 55.57'

FOUND 1/2" IRON ROD
WITH CAP "RPLS 1753"

N 87° 21' 13"E 1.05'

S 03° 39' 29"E 0.61'

FOUND 1/2" IRON ROD
WITH CAP "RPLS 1753"

0.363 of an Acre
(15,817 Sq. Ft.)
TRACT

HOUSTON STREET
(55.56 FOOT WIDE RIGHT-OF-WAY
CABINET 1, SLIDE 23-A P.R.B.C.T.)

TRACT 6
2.1822 ACRES
PROP. ID 39301
AUSTIN BASTROP, LLC
DOC. #202211923

N02° 36' 40"W - 284.19'

S02° 36' 49"E - 285.81'

TRACT 7
2.1260 ACRES
PROP. ID 36825
AUSTIN BASTROP, LLC
DOC. #202211923

N

0 50' 100'

SCALE: 1" = 50'

LEGEND

- △ CALCULATED ANGLE POINT
- ○ SET 1/2" IRON ROD WITH YELLOW CAP STAMPED "DATAPOINT 10194585"
- ◉ FOUND 1/2" IRON ROD UNLESS NOTED OTHERWISE

P.R.B.C.T. = PLAT RECORDS OF BASTROP COUNTY TEXAS

S87° 30' 33"W - 55.56'

TXDOT STA. 1086+44.83
205.50 LT.

TXDOT STA. 1087+00.39
205.50 LT.

POINT OF BEGINNING
N: 10015209.45
E: 3254792.86

S 40° 14' 47" W 1.66'

FOUND TYPE III
TXDOT ALUMINUM CAP

STATE HIGHWAY 71
(VARIABLE WIDTH R.O.W.)
BASTROP COUNTY
ROW CSJ No. 0265-05-068
CONSJ CSJ No. 0265-05-067

NOTES:

1. ALL BEARINGS ARE GRID BEARINGS AND ARE BASED ON TEXAS COORDINATE SYSTEM, CENTRAL ZONE (4203), NAD83, ALL DISTANCES ARE REPRESENTED GRID VALUES, MEASURED IN U.S. SURVEY FEET, AND ARE BASED ON SAID HORIZONTAL DATUM.
2. RECORDED INFORMATION SHOWN HEREON IS BASED UPON A PUBLIC RECORDS SEARCH PERFORMED BY DATAPOINT SURVEYING.
3. FOR ADDITIONAL INFORMATION, SEE ATTACHED LEGAL DESCRIPTION MADE IN CONJUNCTION WITH AND CONSIDERED AN INTEGRAL PART OF THIS EXHIBIT.
4. THIS BOUNDARY SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE COMMITMENT

CERTIFICATION

I CERTIFY THIS SURVEY SUBSTANTIALLY COMPLIES WITH THE CURRENT TEXAS SOCIETY OF PROFESSIONAL SURVEYORS STANDARDS AND SPECIFICATIONS FOR A CATEGORY 1 B, CONDITION II SURVEY AND WAS PREFORMED UNDER MY DIRECT SUPERVISION.

ORIGINAL SIGNED AND STAMPED IN RED INK.

STATE OF TEXAS
REGISTERED
ADRIAN E. REYES
5806
PROFESSIONAL
LAND SURVEYOR

ADRIAN E. REYES DATE: 12/12/2024
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 5806

BEING A 0.363 OF AN ACRE (15,817 SQ. FT) TRACT, BEING A PORTION OF THE DEDICATED HOUSTON STREET RIGHT-OF-WAY, A 55.56 FOOT WIDE RIGHT-OF-WAY, RECORDED IN CABINET 1, SLIDE 23-A, PLAT RECORDS OF BASTROP COUNTY TEXAS (P.R.B.C.T), SITUATED IN THE BASTROP TOWN TRACT SURVEY ABSTRACT NO. 11, BASTROP COUNTY, TEXAS.

DATAPOINT
ENGINEERING · LAND SURVEYING · GIS · UAS
12450 Network Blvd. - Suite 155
San Antonio, TX 78249
Phone: 726-777-4240
Firm No. 10194585

DATAPOINT
ENGINEERING · LAND SURVEYING · GIS · UAS

Datapoint Survey & Mapp
D.B.A. Datapoint En
TBPELS Survey FIRM # 10194585
TBPE FIRM #26072
12450 Network Blvd, Ste 155
San Antonio, TX 78249
https://datapointsurveying.com/
info@datapointsurveying.com
P: 726-777-4240

Metes and Bounds Description of a 0.363 of an acre (15,817 sq. ft.) Tract

Being a 0.363 of an acre (15,817 sq. ft) tract, being a portion of the dedicated Houston Street right-of way, a 55.56 foot wide right-of-way, recorded in Cabinet 1, Slide 23-A, Plat Records of Bastrop County Texas (P.R.B.C.T), situated in the Bastrop Town Tract Survey Abstract No. 11, Bastrop County, Texas and being more particularly described as follows:

BEGINNING: at a set 1/2" iron rod with yellow plastic cap stamped "DATAPOINT 10194585", (N:10015209.45' E: 3254792.86') on the north right-of-way line of State Highway 71, a variable width right-of-way in Bastrop County, recorded in the State of Texas Department of Transportation-Highway Division Plans: ROW CSJ NO. 0265-05-068/CONSJ CSJ NO. 0265-05-067 (TXDOT STA. 1086+44.83, 205.50 LEFT), the southeast corner of a 2.1822 acre tract, Austin Bastrop, LLC, recorded in Document No. 202211923 of the Official Public Records of Bastrop County Texas (O.P.R.B.C.T.), the southwest corner of the herein described tract from which a found Type III TXDOT Aluminum cap bears S40°14'47"W a distance of 1.66 feet;

THENCE: North 02°36'40" West, departing the north right-of-way of State Highway 71, along and with the east line of the aforementioned 2.1822 acre tract, a distance of **284.19 feet** to a set 1/2" iron rod with yellow plastic cap stamped "DATAPOINT 10194585", the northeast corner of the aforementioned 2.1822 acre tract, the northwest corner of the herein described tract from which a found 1/2" iron rod with cap "RPLS 1753" bears N87°21'13"E a distance of 1.05 feet;

THENCE: North 86°28'22" East, departing the east line of the 2.1822 acre tract, a distance of **55.57 feet** to a point, the northwest corner of a 2.1260 acre tract, Tract 7, Austin Bastrop, LLC, recorded in Document No. 202211923 O.P.R.B.C.T., the northeast corner of the herein described tract from which a found 1/2" iron rod with cap "RPLS 1753" bears S03°39'29"E a distance of 0.61 feet;

THENCE: South 02°36'40" East, along and with the west line of the aforementioned 2.1260 acre tract, a distance of **285.20 feet** to a set 1/2" iron rod with yellow plastic cap stamped "DATAPOINT 10194585", on the north right-of-way line of State Highway 71, the southwest corner of the aforementioned 2.1260 acre tract, the southeast corner of the herein described tract;

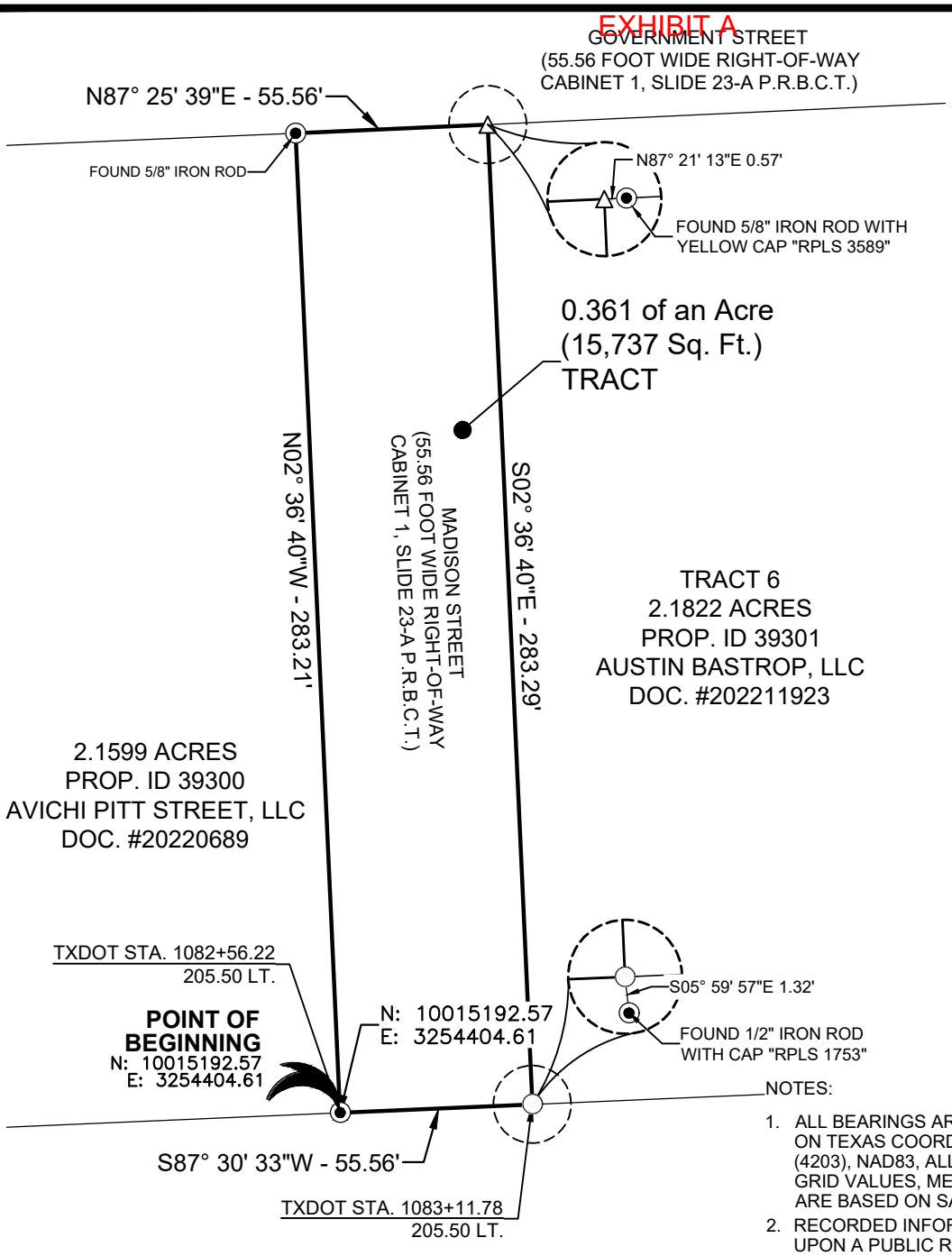
THENCE: South 87°30'33" West, departing the west line of the aforementioned 2.1260 acre tract, along and with the north right-of-way line of State Highway 71, a distance of **55.56 feet** to the **POINT OF BEGINNING**, and containing **0.363 acres** (15,817 square feet) of land more or less.

Notes: 1. Bearings shown hereon are grid bearings of the Texas State Plane Coordinate System, Central Zone (4203), NAD83, U.S. Survey Feet.
2. Record information shown hereon is based upon a public records search performed by Datapoint Surveying and Mapping.
3. A plat of even date accompanies this metes and bounds description.
4. This Boundary Survey was prepared without the benefit of a Title Commitment.



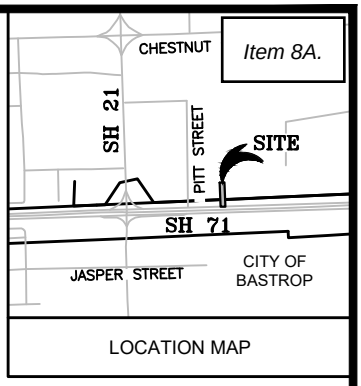
Adrian E. Reyes Date: 12-10-2024
Registered Professional Land Surveyor, No. 5806- State of Texas

EXHIBIT A



STATE HIGHWAY 71

(VARIABLE WIDTH R.O.W.)
BASTROP COUNTY
ROW CSJ No. 0265-05-068
CONSJ CSJ No. 0265-05-067



LOCATION MAP



SCALE: 1" = 50'

LEGEND

- △ CALCULATED ANGLE POINT
- ○ SET 1/2" IRON ROD WITH YELLOW CAP STAMPED "DATAPOINT 10194585"
- ◉ FOUND 1/2" IRON ROD UNLESS NOTED OTHERWISE

P.R.B.C.T. = PLAT RECORDS OF BASTROP COUNTY TEXAS

NOTES:

1. ALL BEARINGS ARE GRID BEARINGS AND ARE BASED ON TEXAS COORDINATE SYSTEM, CENTRAL ZONE (4203), NAD83, ALL DISTANCES ARE REPRESENTED GRID VALUES, MEASURED IN U.S. SURVEY FEET, AND ARE BASED ON SAID HORIZONTAL DATUM.
2. RECORDED INFORMATION SHOWN HEREON IS BASED UPON A PUBLIC RECORDS SEARCH PERFORMED BY DATAPOINT SURVEYING.
3. FOR ADDITIONAL INFORMATION, SEE ATTACHED LEGAL DESCRIPTION MADE IN CONJUNCTION WITH AND CONSIDERED AN INTEGRAL PART OF THIS EXHIBIT.
4. THIS BOUNDARY SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE COMMITMENT

CERTIFICATION

I CERTIFY THIS SURVEY SUBSTANTIALLY COMPLIES WITH THE CURRENT TEXAS SOCIETY OF PROFESSIONAL SURVEYORS STANDARDS AND SPECIFICATIONS FOR A CATEGORY 1 B, CONDITION II SURVEY AND WAS PREFORMED UNDER MY DIRECT SUPERVISION.

ORIGINAL SIGNED AND STAMPED IN RED INK.



ADRIAN E. REYES — DATE: 12/12/2024
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 5806

BEING A 0.361 OF AN ACRE (15,737 SQ. FT) TRACT, BEING A PORTION OF THE DEDICATED MADISON STREET RIGHT-OF WAY, A 55.56 FOOT RIGHT-OF-WAY RECORDED IN CABINET 1, SLIDE 23-A, PLAT RECORDS OF BASTROP COUNTY TEXAS (P.R.B.C.T), SITUATED IN THE BASTROP TOWN TRACT SURVEY ABSTRACT NO. 11, BASTROP COUNTY, TEXAS.

DATAPOINT
ENGINEERING · LAND SURVEYING · GIS · UAS
12450 Network Blvd. - Suite 155
San Antonio, TX 78249
Phone: 726-777-4240
Firm No. 10194585

Z:\2024\CITY OF BASTROP\24-11-4961_Old Towntract ROW Vacate\01-BASE\Bastrop Old Town Vacate Plat.DWG 12/12/2024 4:17 PM S.GONZALES

EXHIBIT A

DATAPOINT
ENGINEERING · LAND SURVEYING · GIS · UAS

Datapoint Survey & Mapp
D.B.A. Datapoint En
TBPELS Survey FIRM # 10194585
TBPE FIRM #26072
12450 Network Blvd, Ste 155
San Antonio, TX 78249
https://datapointsurveying.com/
info@datapointsurveying.com
P: 726-777-4240

Metes and Bounds Description of a 0.361 of an acre (15,737 sq. ft.) Tract

Being a 0.361 of an acre (15,737 sq. ft) tract, being a portion of the dedicated Madison Street right-of way, a 55.56 foot right-of-way recorded in Cabinet 1, Slide 23-A, Plat Records of Bastrop County Texas (P.R.B.C.T), situated in the Bastrop Town Tract Survey Abstract No. 11, Bastrop County, Texas and being more particularly described as follows:

BEGINNING: at a found 1/2" iron rod (N:10015192.57' E: 3254404.61') on the north right-of-way line of State Highway 71, a variable width right-of-way in Bastrop County, recorded in the State of Texas Department of Transportation-Highway Division Plans: ROW CSJ NO. 0265-05-068/CONSJ CSJ NO. 0265-05-067 (TXDOT STA. 1082+56.22, 205.50' LEFT), the southeast corner of a 2.1599 acre tract, Avichi Pitt Street, LLC, recorded in Document No. 20220689 of the Official Public Records of Bastrop County Texas (O.P.R.B.C.T.), the southwest corner of the herein described tract;

THENCE: North 02°36'40" West, departing the north right-of-way of State Highway 71, along and with the east line of the aforementioned 2.1599 acre tract, a distance of **283.21 feet** to a found 5/8" iron rod, the northeast corner of the aforementioned 2.1599 acre tract, the northwest corner of the herein described tract;

THENCE: North 87°25'39" East, departing the east line of the 2.1599 acre tract, over and across a portion of the Madison Street right-of-way, a distance of **55.56 feet** to a point, the northwest corner of a 2.1822 acre tract, Tract 6, Austin Bastrop, LLC, recorded in Document No. 202211923 O.P.R.B.C.T., the northeast corner of the herein described tract from which a found 5/8" iron rod with yellow cap "RPLS 3589" bears North 87°21'13" East a distance of 0.57 feet;

THENCE: South 02°36'40" East, along and with the west line of the aforementioned 2.1822 acre tract, a distance of **283.29 feet** to a set 1/2" iron rod with yellow plastic cap stamped "DATAPOINT 10194585", on the north right-of-way line of State Highway 71, the southwest corner of the aforementioned 2.1822 acre tract, the southeast corner of the herein described tract from which a found 1/2" iron rod with cap "RPLS 1753" bears South 05°59'57" East a distance of 1.32 feet;

THENCE: South 87°30'33" West, departing the west line of the aforementioned 2.1822 acre tract, along and with the north right-of-way line of State Highway 71, a distance of **55.56 feet** to the **POINT OF BEGINNING**, and containing **0.361 acres** (15,737 square feet) of land more or less.

Notes:
1. Bearings shown hereon are grid bearings of the Texas State Plane Coordinate System, Central Zone (4203), NAD83, U.S. Survey Feet.
2. Record information shown hereon is based upon a public records search performed by Datapoint Surveying and Mapping.
3. A plat of even date accompanies this metes and bounds description.
4. This Boundary Survey was prepared without the benefit of a Title Commitment.



Adrian E. Reyes Date: 12-10-2024
Registered Professional Land Surveyor
No. 5806- State of Texas

Exhibit B

NOTICE OF CONFIDENTIALITY RIGHTS: If you are a natural person, you may remove or strike any or all of the following information from any instrument that transfers an interest in real property before it is filed for record in the public records: your Social Security number or your driver's license number.

NOTICE: NO RESPONSIBILITY FOR VALIDITY OF REAL ESTATE TITLE IS ASSUMED BY THE ATTORNEYS PREPARING THIS INSTRUMENT UNLESS A WRITTEN TITLE OPINION IS RENDERED.

QUITCLAIM DEED

STATE OF TEXAS §
§ KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF BASTROP §

Date: _____, 2026

Grantor: **City of Bastrop, Texas**, a Texas home-rule municipality

Grantor's Address: 1311 Chestnut Street
Bastrop, Texas 78602

Grantee: Avichi Pitt Street, LLC
Grantee's Address: 17217 Avion Dr
Dripping Springs, TX 78620

Consideration: Ten Dollars ($10.00) and other good and valuable consideration

Property: The 0.1805-acre tract of land (approximately 7,868.5 sq. ft.), being a portion of the abandoned, vacated, and closed public right-of-way known as Madison Street, north of the State Highway 71 right-of-way and south of the Government Street right-of-way, being a portion of the dedicated Madison Street right-of way, a 55.56 foot right-of-way recorded in Cabinet 1, Slide 23-A, Plat Records of Bastrop County Texas (P.R.B.C.T), situated in the Bastrop Town Tract Survey Abstract No. 11, City of Bastrop, Bastrop County, Texas, as more specifically described in Exhibit "A" (the "Property"), attached hereto and incorporated herein by reference.

Reservations from and Exceptions to Conveyance: This conveyance is made and accepted subject to the following matters, if any, to the extent same are in effect at this time, relating to the Property, and shown of record in the herein-above mentioned County and State: any and all reservations, restrictions, covenants, conditions and easements, and all zoning laws, regulations and ordinances of municipal and/or other governmental authorities.

Grantee shall assume all ad valorem taxes due on the Property for the current year.

Conveyance: The Grantor has abandoned, vacated, and closed the public right-of-way over,

across, under, and through the Property. The Grantee warrants that Grantee is the fee simple owner of property abutting the abandoned, vacated, and closed public right-of-way.

The Grantor for the Consideration stated herein, paid to it in hand by the Grantee, the receipt and sufficiency of which is hereby acknowledged, does, by these present, QUITCLAIM and CONVEY to Grantee, without any warranty of any kind (neither express nor implied warranties, whether arising by common law or by statute), all its rights, title, and interest in and to the Property, if any, to have and to hold the Property to Grantee and its successors and assigns forever, subject to the Reservations from and Exceptions to Conveyance stated herein.

Executed this ____ day of _____, 2026.

GRANTOR: CITY OF BASTROP, TEXAS

By:_____
Sylvia Carrillo, City Manager

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
Denton Navarro Rocha Bernal & Zech, P.C., City Attorney

STATE OF TEXAS §
§
COUNTY OF BASTROP §

This instrument was acknowledged before me on the _____ day of _____, 2026 by Sylvia Carrillo, City Manager of the City of Bastrop, Texas, on behalf of said municipality.

_____
Notary Public, State of Texas

ACKNOWLEDGED, AGREED

AND ACCEPTED BY GRANTEE: Avichi Pitt Street, LLC

By: Dharmesh Jawarani

Name: Dharmesh Jawarani

Title: Manager/owner

STATE OF TEXAS §
§
COUNTY OF BASTROP §

This instrument was acknowledged before me on the 15 day of January, 2026 by Dharmesh Jawarani [*Name*], Manager/owner [*Title*] of Avichi Pitt St. LLC, on behalf of said entity.

STEPHANIE STINE MITCHELL
Notary ID #135522075
My Commission Expires
June 30, 2029

Notary Public, State of Texas

After Recording, Return To:
City of Bastrop, Attn: City Secretary
1311 Chestnut Street, Bastrop, Texas 78602

Exhibit B

NOTICE OF CONFIDENTIALITY RIGHTS: If you are a natural person, you may remove or strike any or all of the following information from any instrument that transfers an interest in real property before it is filed for record in the public records: your Social Security number or your driver's license number.

NOTICE: NO RESPONSIBILITY FOR VALIDITY OF REAL ESTATE TITLE IS ASSUMED BY THE ATTORNEYS PREPARING THIS INSTRUMENT UNLESS A WRITTEN TITLE OPINION IS RENDERED.

QUITCLAIM DEED

STATE OF TEXAS §
§ KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF BASTROP §

Date: _____, 2026

Grantor: **City of Bastrop, Texas**, a Texas home-rule municipality

Grantor's Address: 1311 Chestnut Street
Bastrop, Texas 78602

Grantee: Austin Bastrop, LLC
Grantee's Address: 2011 WEST SIDE CT
SUGAR LAND, TX 77478

Consideration: Ten Dollars ($10.00) and other good and valuable consideration

Property: The 0.363-acre tract of land (approximately 15,817 sq. ft.), being a portion of the abandoned, vacated, and closed public right-of-way known as Houston Street, north of the State Highway 71 right-of-way and south of the Government Street right-of-way, being a portion of the dedicated Madison Street right-of way, a 55.56 foot right-of-way recorded in Cabinet 1, Slide 23-A, Plat Records of Bastrop County Texas (P.R.B.C.T), situated in the Bastrop Town Tract Survey Abstract No. 11, City of Bastrop, Bastrop County, Texas, as more specifically described in Exhibit "A" (the "Property"), attached hereto and incorporated herein by reference.

Reservations from and Exceptions to Conveyance: This conveyance is made and accepted subject to the following matters, if any, to the extent same are in effect at this time, relating to the Property, and shown of record in the herein-above mentioned County and State: any and all reservations, restrictions, covenants, conditions and easements, and all zoning laws, regulations and ordinances of municipal and/or other governmental authorities.

Grantee shall assume all ad valorem taxes due on the Property for the current year.

Conveyance: The Grantor has abandoned, vacated, and closed the public right-of-way over,

Exhibit B

across, under, and through the Property. The Grantee warrants that Grantee is the fee simple owner of property abutting the abandoned, vacated, and closed public right-of-way.

The Grantor for the Consideration stated herein, paid to it in hand by the Grantee, the receipt and sufficiency of which is hereby acknowledged, does, by these present, QUITCLAIM and CONVEY to Grantee, without any warranty of any kind (neither express nor implied warranties, whether arising by common law or by statute), all its rights, title, and interest in and to the Property, if any, to have and to hold the Property to Grantee and its successors and assigns forever, subject to the Reservations from and Exceptions to Conveyance stated herein.

Executed this ____ day of _____, 2026.

GRANTOR: CITY OF BASTROP, TEXAS

By:_____
Sylvia Carrillo, City Manager

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
Denton Navarro Rocha Bernal & Zech, P.C., City Attorney

STATE OF TEXAS §
§
COUNTY OF BASTROP §

This instrument was acknowledged before me on the _____ day of _____, 2026 by Sylvia Carrillo, City Manager of the City of Bastrop, Texas, on behalf of said municipality.

_____
Notary Public, State of Texas

ACKNOWLEDGED, AGREED

Exhibit B

AND ACCEPTED BY GRANTEE: AUSTIN BASTROP LLC

By: _____

Name: CHARUVILA MATHEW

Title: OWNER / MANAGER

STATE OF TEXAS §
FORT BEND §
COUNTY OF ~~BASTROP~~ §

This instrument was acknowledged before me on the 16th day of January, 2026 by CHARUVILA MATHEW [*Name*], OWNER/MANAGER [*Title*] of AUSTIN BASTROP LLC, on behalf of said entity.

_____
Notary Public, State of Texas

Chacko Mathew
My Commission Expires
7/15/2029
Notary ID133142543

After Recording, Return To:
City of Bastrop, Attn: City Secretary
1311 Chestnut Street, Bastrop, Texas 78602

Exhibit B

NOTICE OF CONFIDENTIALITY RIGHTS: If you are a natural person, you may remove or strike any or all of the following information from any instrument that transfers an interest in real property before it is filed for record in the public records: your Social Security number or your driver's license number.

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QUITCLAIM DEED

STATE OF TEXAS §
§ KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF BASTROP §

Date: _____, 2026

Grantor: **City of Bastrop, Texas**, a Texas home-rule municipality

Grantor's Address: 1311 Chestnut Street
Bastrop, Texas 78602

Grantee: Austin Bastrop, LLC
Grantee's Address: 2011 WEST SIDE CT
SUGAR LAND TX 77478

Consideration: Ten Dollars ($10.00) and other good and valuable consideration

Property: The 0.1805-acre tract of land (approximately 7,868.5 sq. ft.), being a portion of the abandoned, vacated, and closed public right-of-way known as Madison Street, north of the State Highway 71 right-of-way and south of the Government Street right-of-way, being a portion of the dedicated Madison Street right-of way, a 55.56 foot right-of-way recorded in Cabinet 1, Slide 23-A, Plat Records of Bastrop County Texas (P.R.B.C.T), situated in the Bastrop Town Tract Survey Abstract No. 11, City of Bastrop, Bastrop County, Texas, as more specifically described in Exhibit "A" (the "Property"), attached hereto and incorporated herein by reference.

Reservations from and Exceptions to Conveyance: This conveyance is made and accepted subject to the following matters, if any, to the extent same are in effect at this time, relating to the Property, and shown of record in the herein-above mentioned County and State: any and all reservations, restrictions, covenants, conditions and easements, and all zoning laws, regulations and ordinances of municipal and/or other governmental authorities.

Grantee shall assume all ad valorem taxes due on the Property for the current year.

Conveyance: The Grantor has abandoned, vacated, and closed the public right-of-way over,

across, under, and through the Property. The Grantee warrants that Grantee is the fee simple owner of property abutting the abandoned, vacated, and closed public right-of-way.

The Grantor for the Consideration stated herein, paid to it in hand by the Grantee, the receipt and sufficiency of which is hereby acknowledged, does, by these present, QUITCLAIM and CONVEY to Grantee, without any warranty of any kind (neither express nor implied warranties, whether arising by common law or by statute), all its rights, title, and interest in and to the Property, if any, to have and to hold the Property to Grantee and its successors and assigns forever, subject to the Reservations from and Exceptions to Conveyance stated herein.

Executed this ____ day of _____, 2026.

GRANTOR: CITY OF BASTROP, TEXAS

By:_____
Sylvia Carrillo, City Manager

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
Denton Navarro Rocha Bernal & Zech, P.C., City Attorney

STATE OF TEXAS §
§
COUNTY OF BASTROP §

This instrument was acknowledged before me on the _____ day of _____, 2026 by Sylvia Carrillo, City Manager of the City of Bastrop, Texas, on behalf of said municipality.

_____
Notary Public, State of Texas

ACKNOWLEDGED, AGREED

Exhibit B

AND ACCEPTED BY GRANTEE: AUSTIN BASTROP LLC

By: _____

Name: CHARUVILA MATHEW

Title: OWNER/MANAGER

STATE OF TEXAS §
FORT BEND §
COUNTY OF ~~BASTROP~~ §

This instrument was acknowledged before me on the 16th day of January., 2026 by CHARUVILA MATHEW [*Name*], OWNER/MANAGER [*Title*] of AUSTIN BASTROP LLC, on behalf of said entity.

Chacko Mathew
My Commission Expires
7/15/2029
Notary ID133142543

_____
Notary Public, State of Texas

After Recording, Return To:
City of Bastrop, Attn: City Secretary
1311 Chestnut Street, Bastrop, Texas 78602

BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:

Consider and act on the first reading of Ordinance 2026-10 amending the Code of Ordinances, Section 1.15.009(h)(1), regarding abuse of position, to add “physical or mental disability” to the list of protected classes; and move to include on the April 28, 2026 meeting for a second reading.

AGENDA ITEM SUBMITTED BY:

Submitted by: Michael Muscarello, TRMC, CMC, CPM, City Secretary

BACKGROUND/HISTORY:

Section 1.15.009(h)(1) of the City of Bastrop Code of Ordinances establishes standards of conduct for city officials, specifically prohibiting the use of an official position to harass or discriminate against individuals based on certain protected characteristics.

The current ordinance includes protections based on ethnicity, race, gender, gender identity, sexual orientation, marital status, parental status, and religion. Staff has identified an opportunity to strengthen and clarify these protections by explicitly including “physical or mental disability” as a protected class.

FISCAL IMPACT:

None

RECOMMENDATION:

Staff recommends approval of the ordinance amending Section 1.15.009(h)(1) to include “physical or mental disability” as a protected class.

ATTACHMENTS:

1. Proposed Ordinance
2. Section 1.15.009 (h)(1)

ORDINANCE NO. 2026-10

AN ORDINANCE OF THE CITY OF BASTROP, TEXAS, AMENDING THE CODE OF ORDINANCES, SECTION 1.15.009(h)(1), REGARDING ABUSE OF POSITION; ADDING "PHYSICAL OR MENTAL DISABILITY" TO THE LIST OF PROTECTED CLASSES; PROVIDING A REPEALER; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Bastrop, Texas, seeks to promote fairness, equality, and respect in the conduct of public officials; and

WHEREAS, the City Council finds it in the best interest of the public to ensure that protections against harassment and discrimination include individuals with physical or mental disabilities; and

WHEREAS, the City Council desires to amend Section 1.15.009(h)(1) of the Code of Ordinances to expand the list of protected classes accordingly;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:

SECTION 1. AMENDMENT

Section 1.15.009(h)(1) of the Code of Ordinances, City of Bastrop, Texas, is hereby amended to read as follows (additions underlined):

(h) Abuse of position. It shall be a violation of this article for any city official to:

(1) Harassment and discrimination. Use the official's position to harass or discriminate against any person based upon ethnicity, race, gender, gender identity, sexual orientation, marital status, parental status, religion, or physical or mental disability.

SECTION 2. REPEALER

All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION 3. SEVERABILITY

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 4. PUBLICATION

This ordinance shall be published as required by law.

SECTION 5. EFFECTIVE DATE

This ordinance shall take effect immediately upon its adoption and publication as required by law.

DULY PASSED AND APPROVED ON FIRST READING this 14th day of April, 2026.

DULY PASSED AND APPROVED ON SECOND READING this 28th day of April, 2026.

APPROVED:

***by*: _____**
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, TRMC, CMC, CPM
City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

the Mayor, City Manager, and City Attorney).

(f) Misuse of information.

(1) Personal gain. It shall be a violation of this article for a former city official to use any confidential information to which the city official had access by virtue of their official capacity and which has not been made public concerning the property, operations, policies, or affairs of the city, to advance any personal or private financial interest of any person.

(2) Confidential information. It shall be a violation of this article for a city official to intentionally, knowingly, or recklessly disclose any confidential information gained by reason of the city official's position concerning the property, operations, policies or affairs of the city. This rule does not prohibit the reporting of illegal or unethical conduct to authorities designated by law.

(g) Abuse of resources. It shall be a violation of this article for a city official to use, request, or permit the use of city facilities, personnel, equipment, software, supplies, or staff time for private purposes (including political purposes), except to the extent and according to the terms that those resources are generally available to other citizens and the city officials for official city purposes.

(h) Abuse of position. It shall be a violation of this article for any city official to:

(1) Harassment and discrimination. Use the official's position to harass or discriminate against any person based upon ethnicity, race, gender, gender identity, sexual orientation, marital status, parental status, religion~~.~~, *or physical or mental disability.*

(2) Interference. Interfere with any criminal or administrative investigation alleging the violation of any provision of this article, the city Charter, administrative policy or executive order in any manner, including, but not limited to, seeking to persuade or coerce city employees or others to withhold their cooperation in such investigation is a violation of this article.

(i) Subsequent work on prior projects. It shall be a violation of this article for any former city official, within one (1) year of the cessation of official duties for the city, to perform work on a compensated basis relating to a city contract or arrangement for the provision of goods, services, real property or other things of value, if while in city service the former city official personally and substantially participated in the negotiation, award or administration of the contract or other arrangement. This section does not apply to a city official whose involvement with a contract or arrangement was limited to deliberations as a member of the City Council, or a board or commission.

(Ord. No. 2018-08, § 2(Att. A), 5-22-18)

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:

Consider and act on Resolution No. R-2026-52, accepting a donation from the LCRA Steps Forward Program in the amount of $1,000.00 (one thousand dollars and no cents).

AGENDA ITEM SUBMITTED BY:

Jason Alfaro, Director of Parks and Recreation

BACKGROUND/HISTORY:

The City of Bastrop Parks and Recreation Department is partnering with LCRA for their Steps Forward program. The program is a way for LCRA to give back to customers and partners on projects that help the community. During the annual day of service, LCRA employees help complete projects like cleaning parks, improving playgrounds, painting community buildings and more. In addition to the physical assistance that LCRA will be providing, they also provided the city with a $1,000 check for assistance with the project.

The department identified entry way planter bed that could use additional mulch. The LCRA and the Parks and Recreation Beautification team will assist with spreading the mulch in the beds. The donated LCRA funds will be used to offset the cost of mulch that will be used for the project. Donation funds from LCRA to be placed in the Parks and Recreation Department budget line item: 101-00-00-4525 - Parks Recreation Donation.

FISCAL IMPACT:

N/A

RECOMMENDATION:
City staff recommend Resolution No. R-2026-52 and accept the donation from the LCRA Steps Forward with funds being placed in the Parks and Recreation Department budget line item 101-00-00-4525 (Parks Recreation Donation) and expend the funds for mulch.

ATTACHMENTS:

1. Resolution No. R-2026-52

RESOLUTION NO. R-2026-52

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS ACCEPTING THE LOWER COLORADO RIVER AUTHORITY STEPS FORWARD GRANT IN THE AMOUNT OF ONE THOUSAND DOLLARS ($1000) AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop City Council understands the need and value to provide safe amenities in its city parks; and

WHEREAS, the LCRA Steps Forward Grant is provided as a give back to the community grant;

WHEREAS, accepting this donation will assist the city in providing a safe place to play in the City of Bastrop.

NOW, THEREFORE BE IT RESOLVED BY THE CITY OF BASTROP CITY COUNCIL:

SECTION 1. All the above premises are hereby found to be true and correct legislative and factual findings of the City Council of the City of Bastrop, Texas, and are hereby approved and incorporated into the body of this Resolution as if copied in their entirety.

SECTION 2. The City Manager is hereby authorized to execute all necessary documents, authorizing accepting the donation from Lower Colorado River Authority in the amount of $1,000.

SECTION 3. All orders, ordinances, and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 4. Should any portion or part of this Resolution be held for any reason invalid or unenforceable by a court of competent jurisdiction, the same shall not be construed to affect any other valid portion hereof, but all valid portions hereof shall remain in full force and effect.

SECTION 5. This resolution shall take effect immediately from and after its passage, and it is duly resolved.

SECTION 6. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop, Texas this 14th day of April, 2026.

APPROVED:

by: _____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, TRMC, CMC, CPM
City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:
Consider and act to approve the Bastrop City Council minutes from the March 24, 2026, Regular Meeting.

AGENDA ITEM SUBMITTED BY:
Victoria Psencik, TRMC, Assistant City Secretary

BACKGROUND/HISTORY:
N/A

FISCAL IMPACT:
N/A

RECOMMENDATION:
Approve the Bastrop City Council minutes from the March 24, 2026, Regular Meeting.

ATTACHMENTS:
- DRAFT March 24 Regular Meeting Minutes
- Exhibit A – Conflict of Interest Statement

CITY OF BASTROP

BASTROP CITY COUNCIL

REGULAR CITY COUNCIL MEETING MINUTES

Tuesday, March 24, 2026

The Bastrop City Council met at a Regular Meeting at 6:30 p.m. on Tuesday, March 24, 2026, at the Bastrop City Hall Council Chambers, 1311 Chestnut Street, Bastrop, Texas, with the following action taken to wit:

Council Members Present
Mayor Ishmael Harris
Mayor Pro-Tem John Kirkland
Council Member Cynthia Meyer
Council Member Kerry Fossler
Council Member Perry Lowe
Council Member Kevin Plunkett

Staff Present
City Manager Sylvia Carrillo-Trevino
City Attorney Charlie Zech
City Secretary Michael Muscarello
Assistant City Secretary Victoria Psencik
Assistant to the City Manager Vivianna Andres
Public Information Manager Colin Guerra
Assistant City Manager Andres Rosales
Finance Director Judy Sandroussi
Police Lieutenant Daniel McManus
Executive Assistant to City Manager Taylor Andry
Development Services Director James Cowey
Parks and Recreation Director Jason Alfaro
Assistant Finance Director Laura Allen
Senior Planner Brittany Epling
Fleet and Facilities Director Doug Haggerty
Planner I Alondra Macias
Assistant Fire Chief Nick Laux
BEDC Operations Manager Angela Ryan
BEDC Business & Community Development Manager Jill Strube, Ph.D.

1. CALL TO ORDER

With a quorum present, Mayor Harris called the Regular City Council Meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE – United States of America and Texas Flags

Jorge Carmona and LeliAnna Emens, students from Cedar Creek Elementary, led the Pledge of Allegiance.

3. INVOCATION

Pastor Bernie Jackson delivered the Invocation.

4. PRESENTATIONS

4A. **Mayor's Report**

4B. **Council Members' Report**

4C. **City Manager's Report**

1. Update on Tri-City Economic Development Corporation

Submitted and Presented by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

4D. **PROCLAMATION – Sexual Assault Awareness Month**

The proclamation was read in the record by Mayor Harris and accepted by the Family Crisis Center.

4E. **Bastrop County Emergency Service District No. 3 EMS Presentation.**

Submitted and Presented by: Allen Johnson, Executive Director

4F. **The City of Bastrop external auditors Crowe, LLP will be presenting the FY2025 Audit and Annual Comprehensive Financial Report (ACFR) to the City of Bastrop City Council.**

Submitted by: Judy Sandroussi, Finance Director
Presented by: Cory Lee, CPA, Senior Manager, Crowe, LLP

5. WORK SESSIONS / BRIEFINGS – NONE

6. STAFF AND BOARD REPORTS

6A. **Consider and act to approve Resolution R-2026-45 in support of the Bastrop Housing Authority's transition to a voucher program.**

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager
Presented by: Rhonda Baxter, Bastrop Housing Authority Executive Director

MOTION: Council Member Fossler moved to approve Resolution No. R-2026-45 as presented. Council Member Lowe seconded the motion. Motion carried unanimously.

6B. **Consider and act to approve Resolution R-2026-22 to enter into negotiations with VVater regarding direct potable reuse.**

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager
Presented by: Kevin Gast, VVater Chairman & CEO and Joe Navar, SVP Sales

MOTION: Mayor Pro-Tem Kirkland moved to approve Resolution No. R-2026-22 as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

6C. **Consider and act to approve Resolution R-2026-44 to enter into negotiations with Emergency Services District #2 to provide fire services to the City of Bastrop.**

Submitted and Presented by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

MOTION: Council Member Meyer moved to approve Resolution No. R-2026-44 as presented. Mayor Pro-Tem Kirkland seconded the motion. Motion carried unanimously.

7. CITIZEN COMMENT(S)

Citizen(s) addressing the City Council on an item, not on the agenda: Reta Ward.

Citizen(s) that did **not** speak to the City Council but submitted a comment on an item on the agenda: Thomas Hoover (Bastrop Development Code), Judith Hoover (Bastrop Development Code), Dee Turnbow (Item 6C), Brenda Fowler (Items 9A, 9B, 9C, 9D, and 9E), Jason Briggs (Item 6C), Nicole Briggs (Item 6C), Marie Rockey (Item 6C), Derek Quinn (Item 9B), James Oliyil (Item 9B), Bijo Mathew (Item 9B), Charuvica Mathew (Item 9B), Alex Thomas (Item 9B), Abraham Joseph (Item 9B), and Austin Bastrop LLC (Item 9B), Kristi Koch (Item 9B), Joey Najera (Item 9B), and Gary Schiff (Item 9B).

Citizen(s) addressing the City Council on an item on the agenda: Carole Reynolds (Item 9C).

8. CONSENT AGENDA

8A. **Consider action to approve the second reading of Ordinance No. 2026-04 of the City Council of the City of Bastrop, Texas, amending the operating and capital budget for the Fiscal Year 2026 in accordance with existing statutory requirements; appropriating the various amounts herein attached as Exhibit A; repealing all prior ordinances and actions in conflict herewith; establishing an effective date.**

Submitted by: Laura Allen, Assistant Finance Director

8B. **Consider and act on the second reading of Resolution No. 2026-23, approving an expenditure by the Bastrop Economic Development Corporation of Five Hundred TwentyFive Thousand Dollars ($525,000.00) for the purchase of real property located at 804 Water Street; authorizing the City Manager to execute all necessary documents.**

Submitted by: Angela Ryan, BEDC Operations Manager, CEcD

8C. **Consider and act on a letter of support for the Bastrop Economic Development Corporation to apply to the Economic Development Administration (EDA) for a Public Works and Economic Adjustment Assistance Program Application (PWEAA).**

Submitted by: Jill Strube, Ph.D., Business and Community Development Manager (BEDC)

8D. **Consider and act on Resolution No. R-2026-43, approving a permit request to the Texas Department of Transportation (TXDOT) for the closure of Chestnut Street for the 2026 Juneteenth Parade.**

Submitted by: Marco Olivares, Special Events Coordinator

8E. **Consider and act on Resolution No. R-2026-47, authorizing the conveyance of approximately 1.101 acres of City-owned property, being a portion of that called 1.58 acres of land, part of Farm Lot 108, East of Main Street, Bastrop Town Tract Survey, Abstract 11, Bastrop County, Texas, to Patrick Millman via Quitclaim Deed; and authorizing the City Manager to execute any necessary documents.**

Submitted by: Andres Rosales, Assistant City Manager

8F. **Consider and act on Resolution No. R-2026-48 confirming the distribution of $20,000 in Hotel Occupancy Tax (HOT) funds, previously approved by Resolution No. R-2026-42 on March 10, 2026, and authorizing the City Manager to execute all necessary agreements.**

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

8G. **Consider and act to approve the Bastrop City Council minutes from the March 10, 2026, Regular Meeting.**

Submitted by: Victoria Psencik, TRMC, Assistant City Secretary

Mayor Harris called for requests to remove any item from the Consent Agenda for separate discussion. **No** request was made to remove an item.

MOTION: Mayor Pro-Tem Kirkland moved to approve the Consent Agenda as presented. Council Member Meyer seconded the motion. Motion carried unanimously.

9. ITEMS FOR INDIVIDUAL CONSIDERATION

9A. **Conduct a public hearing, consider and act on the first reading of Ordinance No. 2026-05, a request for a Zoning Concept Scheme to rezone the project site from P3 Neighborhood to P5 Core, for the area described as being 2.55 +/- acres out of the Building Block 120, East of Jackson Street, located at 1811 Jasper Street, within the city limits of Bastrop, Texas; and move to include on the April 14, 2026, City Council meeting for a second reading.**

Submitted and Presented by: Brittany Epling, Senior Planner

Mayor Harris opened the Public Hearing at 8:57 p.m. for the property rezone of 1811 Jasper Street listed in Item 9A.

Public Hearing: **No** comments were submitted.

Mayor Harris closed the Public Hearing at 8:57 p.m. for the property rezone of 1811 Jasper Street listed in Item 9A.

MOTION: Council Member Plunkett moved to approve the first reading of Ordinance No. 2026-05 as presented and include on the April 14, 2026, Agenda for a second reading. Mayor Pro-Tem Kirkland seconded the motion. Motion carried unanimously.

9B. **Conduct a public hearing, consider and act on the first reading of Ordinance No. 2026-06, repealing the Bastrop Building Block Code (Current Unified Development Code), and adopting the Bastrop Development Code (BDC) as Chapter 14 of the Code of Ordinances, as shown in Exhibit A; and move to include on the April 14, 2026, City Council meeting for a second reading.**

Submitted and Presented by: Brittany Epling, Senior Planner

Mayor Harris opened the Public Hearing at 9:26 p.m. to repeal the Bastrop Building Block Code (B3) and adopt the Bastrop Development Code (BDC) listed in Item 9B.

Public Hearing: Venkat Mallyor and Jimmy Crouch.

Mayor Harris closed the Public Hearing at 9:35 p.m. to repeal the Bastrop Building Block Code (B3) and adopt the Bastrop Development Code (BDC) listed in Item 9B.

During the discussion of Item 9B the following motion was made:

MOTION: Council Member Meyer moved to extend the meeting time until 10:30 p.m. Mayor Pro-Tem Kirkland seconded the motion. Motion carried unanimously.

ORIGINAL MOTION: Mayor Pro-Tem Kirkland moved to approve the first reading of Ordinance No. 2026-06 as presented and include on the April 14, 2026, Agenda for a second reading. Council Member Meyer seconded the motion.

Mayor Pro-Tem Kirkland (original motion maker) moved to **amend** the original motion with the following:

- Garage Sales – allowed four (4) times per year and the homeowner is not required to own most of the items being sold;
- Single family dwellings should be permitted in mixed use;
- "Barndominiums" should be conditional use in mixed use;
- The Planning and Zoning Code for Conflict of Interest should refer to the City of Bastrop Ethics Ordinance;
- Boats, RVs, and other regulated vehicles should be allowed in driveways *(Sec. 14.02.005 Restrictions on Dwellings (C)(2)(b))*;
- Parking spaces should be 10 ft by 20 ft and not block sidewalks;
- The word "interest" should be struck from the three (3) members requirement for Planning and Zoning Commission *(Sec. 14.11.002 Members, Officers, and Alternative Qualifications (A)(1)).*

Council Member Meyer (original seconder to motion) agreed to amended motion listed above.

AMENDED MOTION: Mayor Pro-Tem Kirkland moved to approve the first reading of Ordinance No. 2026-06 with the amendments listed above and include on the April 14, 2026 Agenda for a second reading. Council Member Meyer seconded the motion. Motion carried unanimously.

9C. **Conduct a public hearing, consider and act on the first reading of Ordinance No. 2026-07, adopting a Comprehensive Zoning Map Amendment, as shown in Exhibit A; and move to include on the April 14, 2026, City Council meeting for a second reading.**

Submitted and Presented by: Brittany Epling, Senior Planner
Mayor Harris opened the Public Hearing at 10:16 p.m. to adopt a Comprehensive Zoning Map Amendment listed in Item 9C.

Public Hearing: Jimmy Crouch

Mayor Harris closed the Public Hearing at 10:20 p.m. to adopt a Comprehensive Zoning Map Amendment listed in Item 9C.

MOTION: Council Member Meyer moved to approve the first reading of Ordinance No. 2026-07 as presented and include on the April 14, 2026, Agenda for a second reading. Council Member Plunkett seconded the motion. Motion carried unanimously.

9D. **Conduct a public hearing, consider and act on the first reading of Ordinance No. 2026-08, to approve amendments to the subdivision regulations and codification as Chapter 10, as shown in Exhibit A; and move to include on the April 14, 2026, City Council meeting for a second reading.**

Submitted and Presented by: Brittany Epling, Senior Planner

Mayor Harris opened the Public Hearing at 10:24 p.m. for amendments to the subdivision regulations and codification in Chapter 10 listed in Item 9D.

Public Hearing: **No** comments were submitted.

Mayor Harris closed the Public Hearing at 10:24 p.m. for amendments to the subdivision regulations and codification in Chapter 10 listed in Item 9D.

MOTION: Council Member Plunkett moved to approve the first reading of Ordinance No. 2026-08 as presented and include on the April 14, 2026, Agenda for a second reading. Mayor Pro-Tem Kirkland seconded the motion. Motion carried unanimously.

9E. **Consider and act on the first reading of Ordinance No. 2026-09, amending the Code of Ordinances Chapter 1 "General Provisions", by repealing Section 1.13.05 "Trees on Private Property"; as shown in Exhibit A and replacing it with Chapter 14, "Bastrop Development Code", Article 14.06 "Tree**

Preservation and Mitigation" as shown in Exhibit B; and move to include on the April 14, 2026, Consent Agenda for the second reading.

Submitted and Presented by: James E. Cowey, Development Services Director

During the discussion of Item 9E the following motion was made:

MOTION: Mayor Pro-Tem Kirkland moved to extend the meeting time until 10:45 p.m. Council Member Meyer seconded the motion. Motion carried unanimously.

MOTION: Council Member Plunkett moved to approve the first reading of Ordinance No. 2026-09 as presented and include on the April 14, 2026, Agenda for a second reading. Council Member Meyer seconded the motion. Motion carried unanimously.

10. EXECUTIVE SESSION

Prior to convening into Executive Session, Council Member Fossler announced she has recused herself from Item 10. The submitted Conflict of Interest Statement has been attached as Exhibit A.

Mayor Harris closed the Open Meeting to convene the City Council into Executive (Closed) Session at 10:30 p.m. pursuant to Texas Government Code, Chapter 551 as follows:

10A. **Section 551.071 to consult with the Attorney regarding Pecan Street Bastrop, LLC v. City of Bastrop.**

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

Mayor Harris reconvened the City Council into the Open Session at 10:47 p.m. and called for any action as a result of the Executive Session.

10A. **Section 551.071 to consult with the Attorney regarding Pecan Street Bastrop, LLC v. City of Bastrop.**

No action was taken on Item 10A.

12. ADJOURNMENT

Upon receiving a motion duly made and a second to adjourn, Mayor Harris adjourned the March 24th Regular Meeting at 10:47 p.m.

CITY OF BASTROP, TEXAS

_____

Ishmael Harris, Mayor

ATTEST:

_____

Victoria Psencik, Assistant City Secretary

Exhibit A

CONFLICT OF INTEREST STATEMENT

I, Kerry Fossler, a City official of the City of Bastrop, Texas (the "City"), make this affidavit and hereby on oath state the following:

An action being contemplated by the (please circle):
City Council Board / Commission
at the March 24, 2026 Meeting, regarding Agenda Item No. 10A, may have an effect on a business entity, nonprofit organization, or real property in which I or a person related to me may have a conflicting interest as defined below.

1. The business entity, nonprofit organization, or real property in which I (or a relative) have an interest is described as follows (name, address, or legal description):

Sibling ownership of: Farm Lot, BLOCK 13 E M ST, ACRES 3.962 (Property ID 126740),

PECAN STREET BASTROP LLC, HOMES FOR GOOD FOUNDATION

2. The nature and extent of my interest (or a relative's interest) within the above-described entity or property includes one or more of the following:
(Check all that apply)

- ☑ Ownership of 5% or more of the voting stock or shares of a business entity
- ☑ Ownership of more than $5,000 of the fair market value of a business entity
- ☐ Receipt of more than $5,000 in gross annual income from a business entity (W-2, 1099, K-1, or similar)
- ☑ Ownership of an interest in real property with a fair market value of more than $1,000
- ☑ Serves on the Board of Directors or as an officer of a business entity (unless appointed by City Council)
- ☑ Serves on the Board of Directors or as an officer of a nonprofit corporation or unincorporated association (unless appointed by City Council)
- ☐ Serves in an official, named capacity as a designated fundraiser for a nonprofit corporation or association (unless appointed by City Council)
- ☑ A relative of mine holds one or more of the above-listed interests

Note: "Relative" includes those related in the third degree by consanguinity (blood) or affinity (marriage), as defined in Chapter 573 of the Texas Government Code.

Exclusion: This definition does not include ownership of an interest in a mutual or common investment fund unless I participate in the management of that fund.

AFFIDAVIT

Upon the filing of this affidavit with the City Secretary or Board Liaison, I affirm that I shall abstain from participation in any discussion, vote, or decision involving the matter identified above, unless a majority of the members of the governing body of which I am a member are likewise required to file and have filed affidavits declaring similar interests on the same item of official action.

SIGNED this 24 day of March, 2026

Signature of Affiant: _____

Printed Name: Kerry Fossler

SWORN TO AND SUBSCRIBED BEFORE ME on this the 24 day of March, 2026.

_____

Notary Public, State of Texas

My Commission Expires: August 2, 2026



BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:

Consider and act to approve Resolution No. R-2026-53 confirming the Mayor's appointment to the Zoning Board of Adjustment.

AGENDA ITEM SUBMITTED BY:

Submitted by: Michael Muscarello, TRMC, CMC, CPM, City Secretary

BACKGROUND/HISTORY:

This item is to consider approval of a Resolution confirming the Mayor's appointment of a member to the Zoning Board of Adjustment (ZBA). The appointee's name will be announced at the meeting.

Section 3.08 of the City Charter provides that the Mayor shall appoint members to all City boards and commissions, subject to confirmation by the City Council.

Due to upcoming cases requiring consideration by the Zoning Board of Adjustment, it is necessary to fill a current vacancy to ensure the Board can properly convene and conduct business.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of Resolution No. R-2026-53 confirming the Mayor's appointment to the Zoning Board of Adjustment.

ATTACHMENTS:

1. Proposed Resolution

RESOLUTION NO. R-2026-53

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, CONFIRMING THE MAYOR'S APPOINTMENT TO THE ZONING BOARD OF ADJUSTMENT, AS REQUIRED BY SECTION 3.08 OF THE CITY CHARTER; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Section 3.08 of the City Charter provides that the Mayor shall appoint members to all City boards and commissions, subject to confirmation by the City Council; and

WHEREAS, a vacancy currently exists on the Zoning Board of Adjustment, and it is necessary to fill such vacancy to ensure the Board can convene and consider pending cases; and

WHEREAS, the Mayor has reviewed applications and will appoint a qualified individual to serve on the Zoning Board of Adjustment, with such appointment to be presented to the City Council at the meeting; and

WHEREAS, the City Council finds it to be in the best interest of the City to confirm the Mayor's appointment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:

Section 1. The Mayor's appointment of _____ to the Zoning Board of Adjustment is hereby confirmed for position #4 to an unexpired term to end May 2027.

Section 2. The term of the appointed member shall be in accordance with the City's Code of Ordinances and applicable policies.

Section 3. This Resolution shall take effect immediately upon its passage, and it is so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop, Texas, this the 14th day of April, 2026.

APPROVED:

***by*: _____**
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, TRMC, CMC, CPM
City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:

Consider and act on Resolution No. R-2026-49, authorizing the City Manager to approve Change Order #2 to the Construction Contract with Jay-Reese Contractors, Inc. for the construction of Old Iron Bridge Rehabilitation.

AGENDA ITEM SUBMITTED BY:

Submitted by: Elizabeth Wick, CFM, Project Manager

BACKGROUND/HISTORY:

On April 29, 2025, City Council passed Resolution No. R-2025-82 entering into a construction contract with Jay-Reese Contractors, Inc. for the construction of the Old Iron Bridge Rehabilitation project.

Since the start of construction, there has been one change order. Change Order #1 reflects unforeseen circumstances including: quantity overruns accrued from August to October, abutment backwall voids and the approach sidewalk. Funds were drawn from the approved project contingency.

Change Order #2 reflects substituting the latex modified concrete to Polyester Polymer Concrete Overlay (PPC Overlay) for the approach spans. Huitt Zollars responded to RFI #16 that requested confirmation of the design change of Latex Modified Concrete to Polyester Polymer Concrete (PPC) for the approach span deck overlay with no objections.

Latex modified concrete was included in the issued for bid (IFB) plan set as it is a commonly used repair overly for TxDOT bridge decks. However, for a pedestrian bridge application, this material does not provide adequate slip resistance and is not considered aesthetically appropriate for a future park setting. Additionally, it presents certain constructability challenges. In contrast, PPC which is also utilized by TxDOT and is referenced in AASHTO's Guide for the Preservation of Bridge Decks provides a surface texture consistent with the surround concrete, making it a more suitable alternative for this project.



Figure 1: Latex Modified Concrete for MetroRail



Figure 2: Sample of Polyester Polymer Concrete

Staff anticipates that additional change orders may be required as the project continues. After accounting for this change order and the potential change orders, sufficient contingency funds will remain available to address future project needs as shown in the table below. Potential Change Orders include the following work: stairs, additional steel repairs, bearing pins, and RGB lighting.

Contingency	$2,028,435.75
Change Order #1 & 2	$269,956.00
Potential Change Orders	$1,035,000.00
Available Contingency	**$752,959.75**

FISCAL IMPACT:

Funds will be drawn from the approved project contingency:

Contingency	$2,028,435.75
Change Order #1	$52,570.00
Change Order #2*	$217,386.00
New Contingency Total	**$1,758,479.75**

**See exhibit for itemized cost*

RECOMMENDATION:

Authorize the approval of Change Order #2 to the Construction Contract with Jay-Reese Contractors, Inc.

ATTACHMENTS:

1. Resolution No. R-2026-49
2. Request For Change #02
3. RFI #16

RESOLUTION NO. R-2026-49

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS APPROVING CHANGE ORDER #2 TO THE CONSTRUCTION CONTRACT WITH JAY-REESE CONTRACTORS, INC. FOR THE CONSTRUCTION OF OLD IRON BRIDGE REHABILITATION PROJECT FOR A NOT TO EXCEED AMOUNT OF TWO HUNDRED SEVENTEEN THOUSAND THREE HUNDRED EIGHTY-SIX DOLLARS AND ZERO CENTS ($217,386.00); AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop approved Resolution No. R-2025-82 entering into a construction contract with Jay-Reese Contractors, Inc. on April 29, 2025, for the construction of Old Iron Bridge Rehabilitation project; and

WHEREAS, the City of Bastrop City Council recognizes the importance of ensuring that the future park and associated pedestrian infrastructure are designed to be safe, accessible, and aesthetically appropriate for public use; and

WHEREAS, the Old Iron Bridge Rehabilitation issued-for-bid plan set included latex-modified concrete as the deck overlay for the approach spans, as it is a commonly used repair material for TxDOT bridge decks; and

WHEREAS, Polyester Polymer Concrete is a recognized alternative, utilized by TxDOT and reference in AASHTO's Guide for the Preservation of Bridge Decks, providing a surface texture consistent with the surrounding concrete and a safer, more aesthetically appropriate solution; and

WHEREAS, Jay-Reese Contractors, Inc. has submitted a cost proposal in addition to the original approved contract; and

WHEREAS, Change Order #2 reflects substituting the latex modified concrete with Polyester Polymer Concrete Overlay for the approach spans; and

WHEREAS, the City of Bastrop City Council affirms that the proposed change order is an appropriate use of project contingency funds, and that adequate contingency will remain for future project needs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:

Section 1. The City Manager is hereby authorized to execute Change Order #2 with Jay-Reese Contractors, Inc. in the amount of Two Hundred Seventeen Thousand Three Hundred Eighty-Six Dollars and Zero Cents ($217,386.00) as part of the Old Iron Bridge Rehabilitation Project, as attached in Exhibit A.

Section 2. This resolution shall take effect immediately from and after its passage, and it is duly resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 14th day of April 2026.

APPROVED:

Ishmael Harris, Mayor

ATTEST:

Michael Muscarello, City Secretary

APPROVED AS TO FORM:

City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

JAY-REESE CONTRACTORS

Phone: (512) 829-5360
Fax: (512) 829-5366

PROJECT OWNER: City of Bastrop
PROJECT NAME: Old Iron Bridge Rehabilitation

CONTRACT #: CIP-FY24-TR-0001
CIP #:

Request For Change #02

DATE: 03/10/26

Description of Proposed Change:

1.)	**PPC Overlay - Approach Spans**	**$217,386.00**	
2.)		**$0.00**	
3.)		**$0.00**	
	Please see attached breakdown.	**days**	**0**

Amount For This Change: **$217,386.00**

Calendar Days Requested To Be Added To Contract Time: **0**

ACCEPTED FOR CITY OF BASTROP BY:

Signature Date

ACCEPTED FOR JAY-REESE CONTRACTORS, INC. BY:

Signature: Ron Albee Date

#1	PPC Overlay - Approach Spans									
Description of Items:		Est. Quant		Unit Price	M-Hour	Labor/Equip	Matls / Addtl	Sub	Cost Change	
9	Deck Overlay - LMC	-1476.0	SY	$ 98.00					-$144,648	
008A	Hydro-Demo	-1476.0	SY	$ 65.00					-$95,940.00	
008B	Micro-Milling	1476.0	SY	$ 10.00					$14,760.00	$217,386.00
9A	PPC Overlay	1476.0	SY	$ 291.50					$430,254.00	
026A	Joint Repair at Aproach Spans	360.0	LF	$ 36.00					$12,960.00	
									Subtotal	$217,386.00
									25% JR O&P	$0.00
									TOTAL	$217,386.00

HUITT ZOLLARS

Request for Information - Response

Request for Information No: 16.1

March 27, 2026

Subject: Approach Span Overlay Switch from LMC to PPC Rev 01

Contractor: Jay-Reese Contractors, Inc.

Project Name: City of Bastrop Old Iron Bridge Rehabilitation

HZ Project No: R317036.01

Information Requested by Contractor:

See attached RFC 16.1 from Jay-Reese Contractors, Inc.

Contractor's Question:

Please confirm the design change of Latex Modified Concrete to Polyester Polymer Concrete (PPC) for the approach span deck overlay. This overlay will follow TXDOT item 439 including steel shot prep. Please also confirm that the surface leveling for this will change from hydro-demolition to Micro-milling following TXDOT item 483(2.1) as a higher tolerance of deck leveling is required with PPC.

Engineer's Response:

No objections to the use of Polyester Polymer Concrete (PPC) in replacement of Latex Modified Concrete. Use of PPC shall be in accordance with TxDOT Item 439, including all requirements outlined in Section 6 "Construction of Polyester Polymer Concrete Overlays."

No objections to Contractor's proposed 2-step process for surface preparation. As outlined, Contractor proposes to first micro-mill existing bridge deck in accordance with TxDOT Item 483. The 2nd step will be Shot Blasting in accordance with TxDOT Item 483.

David J. Thompson

Signature

David J. Thompson, P.E.

Print Name – Engineer of Record

BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:

Consider and act on Resolution No. R-2026-50, authorizing the City Manager to approve Change Order #3 to the Construction Contract with Jay-Reese Contractors, Inc. for the construction of Old Iron Bridge Rehabilitation.

AGENDA ITEM SUBMITTED BY:

Submitted by: Elizabeth Wick, CFM, Project Manager

BACKGROUND/HISTORY:

On April 29, 2025, City Council passed Resolution No. R-2025-82 entering into a construction contract with Jay-Reese Contractors, Inc. for the construction of the Old Iron Bridge Rehabilitation project.

On September 29, 2025, City Manager authorized Amendment #2 to the original Professional Services Agreement with Huitt-Zollars for the design and construction phase services of stairs on the existing roadway bank to provide access to the existing riverwalk as part of the Old Iron Bridge Rehabilitation.

Since the start of construction, there has been one change order. Change Order #1 reflects unforeseen circumstances including: quantity overruns accrued from August to October, abutment backwall voids and the approach sidewalk. Funds were drawn from the approved project contingency. Change Order #2 is pending approval of R-2026-49.

During construction, opportunities to enhance connectivity and accessibility within the project area have been evaluated.

Change Order #3 provides for the addition of a stairway connecting the bridge at street level to the riverwalk below, improving pedestrian access and overall connectivity. Huitt-Zollars developed the design for the proposed stairs, and the contractor subsequently provided cost estimates for the work. Staff conducted a site visit with the project team to confirm that the design is consistent with existing nearby stair features. Coordination with the adjacent property owner has been initiated to secure both a permanent sidewalk maintenance and access easement and a temporary construction easement; these agreements are currently pending execution.

Alternative access options, including a ramp, were evaluated; however, due to elevation constraints and limited available footprint, a ramp was determined to be infeasible. Potential impacts to critical root zones were also assessed, and the proposed improvements have received approval from the Park’s Department.

Funding for this change order will be provided from the project contingency. Adequate contingency funds remain available to accommodate this and anticipated future change orders including additional steel repairs, bearing pins, and RGB lighting, as shown in the table below.

Contingency	$2,028,435.75
Change Order #1 & 2 & 3	$604,573.88
Potential Change Orders	$535,000.00
Available Contingency	**$868,341.87**

FISCAL IMPACT:

Funds will be drawn from the approved project contingency:

Contingency	$2,028,435.75
Change Order #1	$52,570.00
Change Order #2	$217,386.00
Change Order #3	$334,617.88
New Contingency Total	**$1,423,861.87**

RECOMMENDATION:

Authorize the approval of Change Order #3 to the Construction Contract with Jay-Reese Contractors, Inc.

ATTACHMENTS:

1. Resolution No. R-2026-50
2. Request For Change #03
3. Structural Stair Plans

RESOLUTION NO. R-2026-50

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS APPROVING CHANGE ORDER #3 TO THE CONSTRUCTION CONTRACT WITH JAY-REESE CONTRACTORS, INC. FOR THE CONSTRUCTION OF OLD IRON BRIDGE REHABILITATION PROJECT FOR A NOT TO EXCEED AMOUNT OF THREE HUNDRED THIRTY-FOUR THOUSAND SIX HUNDRED SEVENTEEN DOLLARS AND EIGHTY-EIGHT CENTS ($334,617.88); AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop approved Resolution No. R-2025-82 entering into a construction contract with Jay-Reese Contractors, Inc. on April 29, 2025, for the construction of Old Iron Bridge Rehabilitation project; and

WHEREAS, the City of Bastrop City Council recognizes the benefit of enhancing pedestrian connectivity between the Main Street District and the June Hill Pape Riverwalk trail; and

WHEREAS, the City Manager authorized Amendment No. 2 to the Professional Services Agreement with Huitt-Zollars for design and construction phase services associated with the addition of stairs along the existing roadway bank to provide access to the riverwalk as part of the Old Iron Bridge Rehabilitation project; and

WHEREAS, Jay-Reese Contractors, Inc. has submitted a cost proposal for the associated construction of the proposed improvements; and

WHEREAS, Change Order #3 provides for the construction of a stairway connecting the bridge at street level to the riverwalk below, thereby improving pedestrian access and overall connectivity; and

WHEREAS, the City of Bastrop City Council finds that the proposed change order is an appropriate use of project contingency funds, and that sufficient contingency remains available for future project needs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:

Section 1. The City Manager is hereby authorized to execute Change Order #2 with Jay-Reese Contractors, Inc. in the amount of Three Hundred Thirty-Four Thousand Six Hundred Seventeen Dollars and Eighty-Eight Cents ($334,617.88) as part of the Old Iron Bridge Rehabilitation Project, as attached in Exhibit A.

Section 2. This resolution shall take effect immediately from and after its passage, and it is duly resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 14th day of April 2026.

APPROVED:

_____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney

JAY-REESE CONTRACTORS

Phone: (512) 829-5360
Fax: (512) 829-5366

PROJECT OWNER: City of Bastrop
PROJECT NAME: Old Iron Bridge Rehabilitation

CONTRACT #: CIP-FY24-TR-0001
CIP #:

Request For Change #03

DATE: 03/10/26

Description of Proposed Change:

1.)	**Added Stairs near Abutment 1 of Old Iron Bridge**	**$334,617.88**	
	Please see attached breakdown.	**days**	**0**
	Amount For This Change:	**$334,617.88**	
	Calendar Days Requested To Be Added To Contract Time:	**0**	

ACCEPTED FOR CITY OF BASTROP BY:

Signature Date

ACCEPTED FOR JAY-REESE CONTRACTORS, INC. BY:

Signature: Ron Albee Date

#1	Added Stairs near Abutment 1 of Old Iron Bridge						
Description of Items:		Est. Quant	M-Hour	Labor/Equip	Matls / Addtl	Cost Change	
071	Park Access Stairs	1.0 LS				$334,617.88	$334,617.88
						Subtotal	$334,617.88
						25% JR O&P	$0.00
						TOTAL	$334,617.88

INSPECTION OF CONCRETE CONSTRUCTION

	REQUIRED VERIFICATION AND INSPECTION	CONTINUOUS	PERIODIC	REFERENCED STANDARD	IBC REFERENCE
1.	INSPECT REINFORCEMENT AND VERIFY PLACEMENT.	----	X	ACI 318: CH. 20, 25.2, 25.3, 26.6.1-26.6.3	1908.4
2.	INSPECT ANCHORS POST-INSTALLED IN HARDENED CONCRETE MEMBERS.				
	a. ADHESIVE ANCHORS INSTALLED IN HORIZONTALLY OR UPWARDLY INCLINED ORIENTATIONS TO RESIST SUSTAINED TENSION LOADS.	X		ACI 318: 17.8.2.4	----
	b. MECHANICAL ANCHORS AND ADHESIVE ANCHORS NOT DEFINED IN 4.a.		X	ACI 318: 17.8.2	
3.	VERIFY USE OF REQUIRED DESIGN MIX.	----	X	ACI 318: CH 19, 26.4.3, 26.4.4	
4.	PRIOR TO CONCRETE PLACEMENT, FABRICATE SPECIMENS FOR STRENGTH TESTS, PERFORM SLUMP AND AIR CONTENT TESTS, AND DETERMINE THE TEMPERATURE OF THE CONCRETE.	X	----	ASTM C 172, ASTM C 31 ACI 318: 26.4, 26.12	1904.1, 1904.2, 1908.2, 1908.3 1908.10
5.	INSPECT OF CONCRETE FOR PROPER APPLICATION TECHNIQUES.	X	----	ACI 318: 26.5	
6.	VERIFY MAINTENANCE OF SPECIFIED CURING TEMPERATURE AND TECHNIQUES.	----	X	ACI 318: 26.5.3-26.5.5	1908.6, 1908.7, 1908.8 1908.9
7.	VERIFY IN-SITU CONCRETE STRENGTH, PRIOR TO REMOVAL OF SHORES AND FORMS FROM BEAMS AND STRUCTURAL SLABS.	----	X	ACI 318: 26.11.2	----
8.	INSPECT FORWORK FOR SHAPE, LOCATION AND DIMENSIONS OF THE CONCRETE MEMBER BEING FORMED.	----	X	ACI 318: 26.11.1.2(b)	----

CONCRETE NOTES

NOTE	DESCRIPTION
1.	UNLESS NOTED OTHERWISE, ALL DETAILING, FABRICATION, AND PLACING OF REINFORCING STEEL SHALL CONFORM TO "DETAILS AND DETAILING OF CONCRETE REINFORCEMENT" (ACI 315) AND "MANUAL OF ENGINEERING AND PLACING DRAWINGS FOR REINFORCED CONCRETE STRUCTURES" (ACI 315R).
2.	UNLESS NOTED OTHERWISE, ALL CONCRETE SHALL DEVELOP A MINIMUM COMPRESSIVE STRENGTH OF 3000 PSI IN 28 DAYS WITH A MAXIMUM WATER/CEMENT RATIO OF 0.50 AND A MAXIMUM OF 25% FLY ASH (ASTM C16, TYPE C OR F) SUBSTITUTED FOR CEMENT.
3.	NO WATER SHALL BE ADDED TO THE CONCRETE MIX AT THE JOB SITE. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ENSURE THAT A PUMPABLE AND WORKABLE MIX IS PRESENT PRIOR TO CONCRETE PLACEMENT WITHOUT ANY ADDITIONAL WATER. WELDING OF REINFORCEMENT IS PROHIBITED UNLESS NOTED ON THE DRAWINGS.
4.	UNLESS NOTED OTHERWISE, ALL REINFORCING STEEL SHALL BE DEFORMED BARS CONFORMING TO ASTM A615 GRADE 60, INCLUDING SUPPLEMENTARY REQUIREMENTS.
5.	UNLESS NOTED OTHERWISE, ALL SPLICES OF REINFORCING STEEL SHALL BE CLASS B TENSION LAP SPLICES (12" MIN).
6.	UNLESS NOTED OTHERWISE, ALL REINFORCING STEEL HOOKS SHALL BE ACI STANDARD 90° HOOKS.
7.	UNLESS NOTED OTHERWISE, PROVIDE A 3/4"x3/4" CHAMFER AT ALL EXPOSED EXTERNAL CORNERS.
8.	UNLESS NOTED OTHERWISE, CONCRETE COVER OVER STEEL REINFORCEMENT SHALL CONFORM TO THE MINIMUM REQUIREMENTS OF ACI 318. COVER DIMENSIONS SPECIFIED ON DETAILS WITHIN THIS SET SHALL SUPERCEDE THOSE FROM ACI.
9.	SIZE AND PLACEMENT OF ALL CONCRETE REINFORCEMENT AND EMBEDS SHALL BE INSPECTED AND APPROVED PRIOR TO PLACING CONCRETE.
10.	ALL ELEVATIONS SHOWN ARE TRUE ELEVATIONS.
11.	SLAB REINFORCEMENT SHALL BE PROPERLY CHAIRED TO ENSURE THAT THE REINFORCEMENT MAINTAINS THE REQUIRED COVER DURING CONCRETE PLACEMENT.
12.	ALL CONCRETING IN COLD WEATHER SHALL BE IN ACCORDANCE WITH THE RECOMMENDATIONS IN COLD WEATHER CONCRETING AS REPORTED BY ACI 306. ALL CONCRETING IN HOT WEATHER SHALL BE IN ACCORDANCE WITH THE RECOMMENDATIONS IN HOT WEATHER CONCRETING AS REPORTED BY ACI 305.
13.	AFTER PLACEMENT, CONCRETE SHALL BE PROTECTED FROM HAIL, RAIN OR ANY OTHER ELEMENT THAT MIGHT CAUSE DAMAGE OF ANY KIND.
14.	ALL CONCRETE SHALL BE BROOM FINISHED CONCRETE TO EXCEED OSHA RECOMMENDED SLIP COEFFICIENT AND ADA SAFETY GUIDELINES.

CONCRETE TESTING & SAMPLING NOTES

NOTE	DESCRIPTION
1.	THE FOLLOWING ITEMS SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITION OF ACI 301 AND THE APPLICABLE IBC DURING THE PLACEMENT OF CONCRETE: a. OBTAIN CONCRETE SAMPLES PER ACI C172 AT THE TIME OF EACH CONCRETE POUR. b. PERFORMANCE OF VARIOUS TESTS. c. REPORT SUBMITTALS. d. SPECIAL INSPECTIONS.
2.	CREATE (4) CONCRETE SPECIMENS (CYLINDERS) PER SAMPLE PER ASTM C31 AND TEST ACCORDING TO ASTM C39.
3.	TESTING OF SPECIMENS SHALL OCCUR ONCE AT 7 DAYS, TWICE AT 28 DAYS, AND ONCE AT 56 DAYS (IF 28 DAY STRENGTH IS LOW).
4.	STRENGTH TEST TO BE DONE FOR EACH 50 CUBIC YARDS OF CONCRETE POURED OF EACH MIX DESIGN. SEE NOTE 3.
5.	SLUMP TEST TO BE PERFORMED FOR EACH SET OF CONCRETE SPECIMENS PER ASTM C143 AND C172.
6.	PER ASTM C231, DETERMINE TOTAL ASH CONTENT OF AIR-ENTRAINED CONCRETE MIX (1 TEST FOR EACH STRENGTH TEST).
7.	CONCRETE MIX DESIGN SHALL INCLUDE 30 TEST SAMPLE DATA PER ACI 318. WHERE 30 TESTS ARE NOT AVAILABLE, INCREASE CONCRETE COMPRESSIVE STRENGTH (f'c) PER ACI 318.
8.	CONCRETE THAT IS PLACED BY A TYPE OF PUMP SHALL HAVE THE CONCRETE TESTING SAMPLES TAKEN FROM THE HOSE END.

FOUNDATION NOTES

NOTE	DESCRIPTION
1.	THE FOUNDATION DESIGN FOR THESE STRUCTURES ARE BASED ON MINIMUM VALUES PROVIDED BY THE 2018 INTERNATIONAL BUILDING CODE (IBC). SOIL BEARING CAPACITY WAS DETERMINED FROM VALUES IN TABLE 1806.2 AND LOADING FROM ACTIVE EARTH PRESSURES WAS DETERMINED FROM VALUES IN TABLE 1610.1. BOTH VALUES ARE BASED OFF OF THE ASSUMPTION THAT THE EXISTING SOIL IS CLASSIFIED AS USCS GROUP CL. SOIL CLASSIFICATION WAS DETERMINED BASED ON GEOGRAPHIC DATA ON THE REGION PROVIDED BY THE USDA WEB SOIL SURVEY.
2.	IF EXISTING CONDITIONS ARE DIFFERENT THAN NOTED HERE, IT IS THE RESPONSIBILITY OF THE CONTRACTOR AND/OR OWNER TO HIRE A GEOTECHNICAL ENGINEER TO PROVIDE RECOMMENDATIONS FOR SUB-GRADE PREPARATION APPROPRIATE TO THIS STRUCTURE.
2.	IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THAT ALL EXCAVATIONS ARE CLEAR OF ANY LOOSE DEBRIS, SOIL AND STANDING WATER PRIOR TO CONCRETE PLACEMENT.
3.	REFER TO CIVIL DRAWINGS FOR ALL FINAL GRADING ELEVATIONS.
4.	FOOTING DESIGN: A. ALLOWABLE SOIL BEARING PRESSURE - (TOTAL LOAD).....1,500 PSF B. ALL EXTERIOR FOOTINGS SHALL BEAR ON COMPACTED ON-SITE SOILS. C. PROTECT BOTTOMS OF EXCAVATION AGAINST FROST AND KEEP FREE OF WATER, DEBRIS AND LOOSE MATERIAL. SOIL BECOMING UNSUITABLE FOR BEARING MUST BE REMOVED.
5.	IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO PROVIDE PROPER DRAINAGE AWAY FROM THE STRUCTURE. THE DESIGN AS SHOWN ON THESE PLANS DO NOT ALLOW FOR IMPROPER DRAINAGE, MAINTENANCE, OR ANY OTHER FACTORS THAT COULD BE DETRIMENTAL TO THE DESIGN.

GENERAL NOTES

NOTE	DESCRIPTION
1.	THE CONTRACTOR IS RESPONSIBLE FOR ALL TEMPORARY CONSTRUCTION BRACING REQUIRED. THE MEANS AND METHODS BY WHICH THIS IS MET, ALONG WITH SAFETY AND GENERAL CONSTRUCTION PRACTICES, IS OUTSIDE THE SCOPE OF THESE DRAWINGS AND IS THEREFORE NOT THE RESPONSIBILITY OF THE STRUCTURAL ENGINEER OF RECORD.
2.	THE CONCRETE STRUCTURE HAS BEEN DESIGNED FOR THE IN-SERVICE LOADS ONLY. THE METHODS, PROCEDURES, AND SEQUENCES OF CONSTRUCTION ARE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO MAINTAIN AND INSURE THE INTEGRITY OF THE STRUCTURE AT ALL STAGES OF CONSTRUCTION.
3.	THE REPRODUCTIVE USE OF THE STRUCTURAL CONTRACT DOCUMENTS OR ELECTRONIC FILES AS STRUCTURAL SHOP DRAWING DOCUMENTS BY THE CONTRACTOR OR SUB-CONTRACTORS IS AT THEIR OWN RISK. HUITT-ZOLLARS, INC. ASSUMES NO LIABILITY AS THE RESULT OF THE REPRODUCTIVE USE OF THE STRUCTURAL CONTRACT DOCUMENTS FOR SHOP DRAWINGS.
4.	SCALES NOTED ON THE DRAWINGS ARE FOR GENERAL REFERENCE ONLY. NO DIMENSIONAL INFORMATION SHALL BE OBTAINED BY DIRECT SCALING OF THE DRAWINGS.
5.	THE GENERAL CONTRACTOR IS RESPONSIBLE FOR COORDINATION OF ALL RESULTING REVISIONS TO THE CONCRETE STRUCTURAL SYSTEM OR OTHER TRADES AS A RESULT OF ACCEPTANCE OF CONTRACTOR PROPOSED ALTERNATIVES OR SUBSTITUTIONS
6.	SPECIFIC PLAN NOTES AND DETAILS SHALL TAKE PRECEDENCE OVER GENERAL NOTES AND DETAILS.
7.	ENGINEER OF RECORD'S APPROVAL MUST BE SECURED FOR ALL SUBSTITUTIONS.
8.	THE SPECIFICATIONS AND DETAILS IN THESE DRAWINGS REPRESENT THE MINIMUM REQUIREMENTS. LOCAL CODES SHALL CONTROL WHERE REQUIREMENTS EXCEED THOSE IN THESE DRAWINGS. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY ALL PROJECT FIELD ASSUMPTIONS MADE PRIOR TO THE BEGINNING OF CONSTRUCTION. ANY DISCREPANCIES OR OMISSIONS IN THE STRUCTURAL DRAWINGS SHALL BE IMMEDIATELY REPORTED TO THE STRUCTURAL ENGINEER OF RECORD FOR REVIEW AND COMMENT.
9.	IT IS THE CONTRACTOR'S RESPONSIBILITY TO SUBMIT ALL THE SHOP DRAWINGS ELECTRONICALLY AFTER A FULL REVIEW HAS BEEN COMPLETED. CONTRACTOR SHALL PROPERLY SCHEDULE FOR REVIEW BY STRUCTURAL ENGINEER OF RECORD TO BE A MINIMUM OF 10 BUSINESS DAYS. ANY DEFICIENCIES BETWEEN THE SHOP DRAWINGS AND THE STRUCTURAL DRAWINGS SHALL BE IMMEDIATELY REPORTED TO THE STRUCTURAL ENGINEER OF RECORD FOR REVIEW AND COMMENT.

DESIGN CRITERIA

NOTE	DESCRIPTION
1.	LIVE LOAD PARAMETERS - IBC 2018 - ASCE 7-16 PEDESTRIAN ---------- 100 PSF ACTIVE SOIL PRESSURE ---------- 60 PSF/FT

STATE OF TEXAS
JONATHAN R. EDWARDS
105974
LICENSED
PROFESSIONAL ENGINEER
02/17/2026

NO.	REVISION	DATE
1.		
2.		
3.		

HUITT ZOLLARS
10350 Richmond Avenue, Suite 300
Houston, Texas 77042-4248
281-496-0066
Firm Registration No. 10026901
www.huitt-zollars.com

LIMITED TOPOGRAPHIC SURVEY
THE CROSSING, LOT 1, ACRES 2.6900
ABSTRACT S8027
BASTROP COUNTY, TEXAS

DATE: NOVEMBER 2025
DRAWN BY: AG
CHECKED BY: JE
PROJ. No. R317036.01

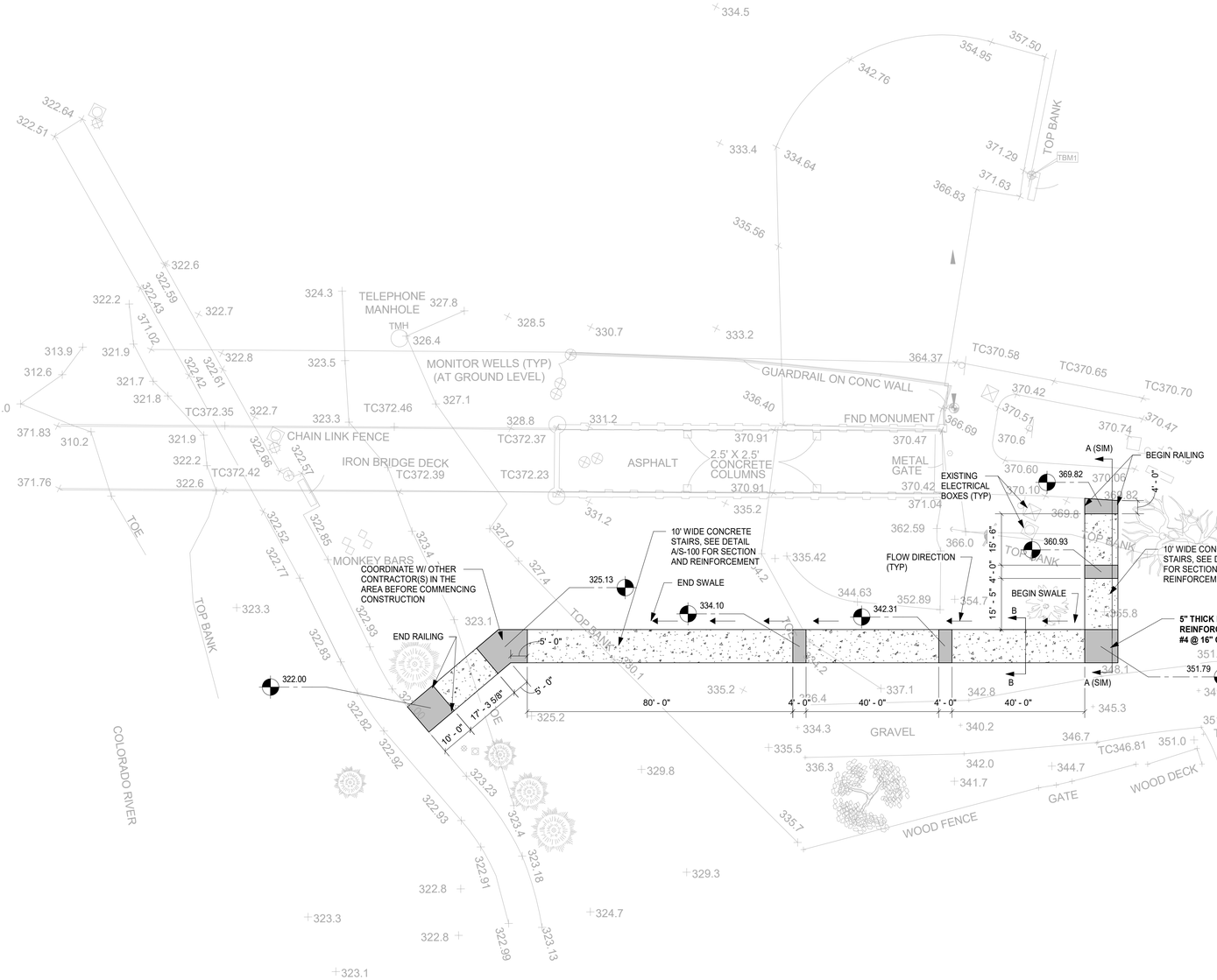
PAGE: S-009

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SAVE DATE: Mar 27, 2023 4:43 PM By: RvazquezPLOT DATE: Aug 15, 2022 12:01 PM

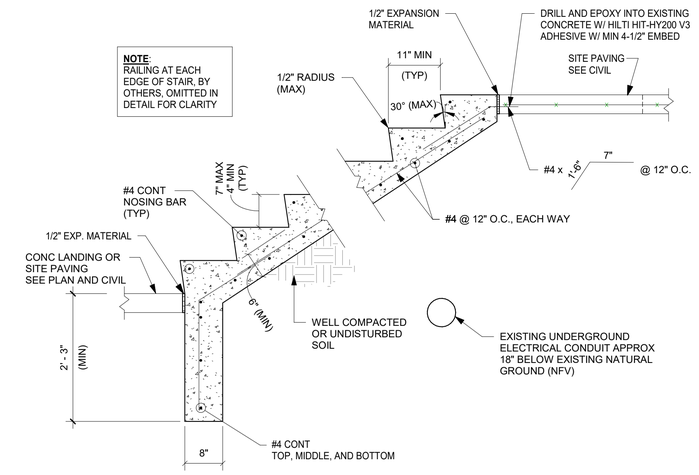
NO.	REVISION	DATE
1.		
2.		
3.		

FOUNDATION PLAN NOTES

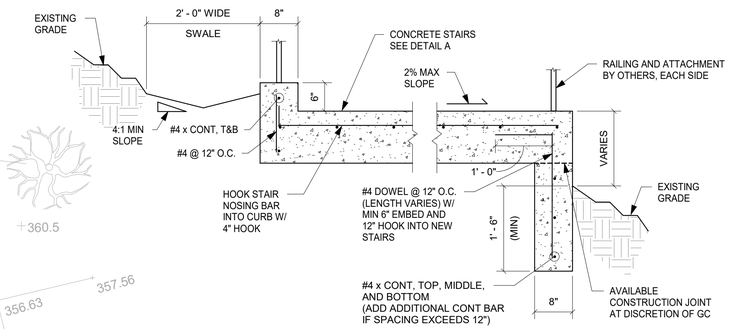
NOTE	DESCRIPTION
1.	SEE SHEET S-000 FOR GENERAL NOTES AND SPECIFICATIONS
2.	ALL DISTURBED AREAS SHALL BE HYDROMULCH AFTER CONSTRUCTION.
3.	CONTRACTOR TO CORRDINATE WITH OTHER CONTRACTOR(S) FOR ANY ELECTRICAL UNDERGROUND WITHIN THE AREA.



1 FOUNDATION PLAN
1" = 20'-0"



A CONCRETE STAIRS
3/4" = 1'-0"



B CONCRETE STAIRS - SECTION
3/4" = 1'-0"

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LIMITED TOPOGRAPHIC SURVEY
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STATE OF TEXAS
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105974
LICENSED PROFESSIONAL ENGINEER
02/17/2026

DATE: NOVEMBER 2025
DRAWN BY: AG
CHECKED BY: JE
PROJ. No. R317036.01

PAGE: S-100

DWG FILE: K:\Borders\11X17 BORDER_LANDSCAPE.dwg
SAVE DATE: Mar 27, 2023 4:43 PM By: Rvazquez PLOT DATE: Aug 15, 2022 12:01 PM

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:

Consider and act on the first reading of Ordinance No. 2026-13, establishing a 0.84-acre tract located southeast of Grady Tuck Lane, northwest of Loop 150 and south of Old Austin Highway and further identified as Lot 3 of the Adell Powell Subdivision, Cabinet 4, PG 6-B, P.R.B.C.T, Parcel 66319, Bastrop, Texas, as designated parkland, and move to include on the April 28, 2026, meeting for a second reading.

AGENDA ITEM SUBMITTED BY:

Jason Alfaro, Director of Parks and Recreation

BACKGROUND/HISTORY:

The City of Bastrop owns a 0.84-acre tract located southeast of Grady Tuck Lane, northwest of Loop 150 and south of Old Austin Highway and further identified as Lot 3 of the Adell Powell Subdivision, Cabinet 4, PG 6-B, P.R.B.C.T. Parcel 66319, located in Bastrop, Texas. The Parks and Recreation Board has continued to discuss trail connectivity and parkland service gaps related to the Parks and Recreation Master Plan. The Board has discussed activation of this parcel and the opportunity to provide an open space for the residents along Old Austin Highway. During the March Parks and Recreation Board meeting, the Board voted to recommend this parcel to City Council for parkland.

FISCAL IMPACT:

N/A

RECOMMENDATION:
Approve Ordinance No. 2026-13, authorizing the City Manager to execute all necessary documents to establish the .84 acres with an official parkland designation, and move to include on the April 28, 2026, meeting for a second reading.

ATTACHMENTS:

1. Ordinance No. 2026-13
2. Grady Tuck Lane Property ID
3. Map of Area

ORDINANCE NO. 2026-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, ESTABLISHING 0.84 ACRES LOCATED AT SOUTHEAST OF GRADY TUCK LANE, NORTHWEST OF LOOP 150 AND SOUTH OF OLD AUSTIN HIGHWAY (LEGAL DECRIPTION IS LOT 3 OF THE ADELL POWELL SUBDIVISION, CABINET 4, CABINET 4, PG 6-B,P.R.B.C.T, PARCEL 66319) AS DESIGNATED PARKLAND; AS ATTACHED IN EXHIBIT A; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop owns said property; and

WHEREAS, the property has been used by the community and to socialize; and

WHEREAS, these social interactions contribute significantly to the sense of community; and

WHEREAS, the park ultimately enhances the overall quality of life for all who visit; and

WHEREAS, the City of Bastrop recognizes the value of green space used as parkland.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, THAT:

Section 1. All the above premises are hereby found to be true and correct legislative and factual findings of the City Council of the City of Bastrop, Texas, and are hereby approved and incorporated into the body of this Resolution as if copied in their entirety.

Section 2. The City Manager is hereby authorized to execute all necessary documents, designating said property as parkland.

Section 3. All orders, ordinances, and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. Should any portion or part of this Ordinance be held for any reason invalid or unenforceable by a court of competent jurisdiction, the same shall not be construed to affect any other valid portion hereof, but all valid portions hereof shall remain in full force and effect.

Section 5. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally

acted upon, all as required by the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 6. This Ordinance shall take effect immediately from and after its passage, and it is duly resolved.

Section 7. It is hereby officially found and determined that the meeting at which this Ordinance was passed was conducted in compliance with the Open Meetings Act, Texas Government Code, Chapter 551, as may have been modified by any applicable emergency orders.

READ and ACKNOWLEDGED on First Reading by the City Council of the City of Bastrop, on this, the 14th day of April 2026.

READ and APPROVED on Second Reading by the City Council of the City of Bastrop, on this, the 28th day of April 2026.

APPROVED:

by: _____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

Property ID: 66319 For Year 2026

Property Details

Account		
Property ID:	66319	**Geographic ID:** R66319
Type:	Real	**Zoning:**
Property Use:	XV XV	
Location		
Situs Address:	,TX	
Map ID:		**Mapsco:**
Legal Description:	ADELL POWELL SUBDIVISION, LOT 3, ACRES 0.8380	
Abstract/Subdivision:	S5050 - Adell Powell Subdivision	
Neighborhood:	NBHD0206	
Owner		
Owner ID:	633625	
Name:	CITY OF BASTROP	
Agent:		
Mailing Address:	1311 CHESTNUT ST BASTROP, TX 78602-3404	
% Ownership:	100.00%	
Exemptions:	For privacy reasons not all exemptions are shown online.	

Property Taxing Jurisdiction

Owner: CITY OF BASTROP **%Ownership:** 100.00%

GRADY TUCK LANE BASTRC

Show search results for **GR**...

Old Austin Hwy

Grady Tuck Ln

Grady Tuck Ln

Old Austin Hwy

150

66319

70963

Bastrop Juvenile Services

47396

Grady Tuck Building

Grady Tuck Ln

150

Eskew St

Eskew St

45589

80

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:
Consider and act on the second reading of Ordinance No. 2026-05 on a request for a Zoning Concept Scheme to rezone the project site from P3 Neighborhood to P5 Core, for the area described as being 2.55 +/- acres out of the Building Block 120, East of Jackson Street, located at 1811 Jasper Street, within the city limits of Bastrop, Texas.

AGENDA ITEM SUBMITTED BY:
Brittany Epling, Senior Planner

ITEM DETAILS:

Site Address:	1811 Jasper Street, Bastrop TX
Total Acreage:	2.55 acres
Acreage Rezoned:	2.55 acres
Legal Description:	2.55 acres out of the Building Block 120 East of Jackson Street
Property Owner:	Bastrop County ESD #3
Agent Contact:	Juan Lozano, Southwest Engineers Inc.
Existing Use:	Vacant/Undeveloped
Existing Zoning:	P3 Neighborhood
Proposed Zoning:	P5 Core
Character District:	Pine Village
Future Land Use:	Corridor Commercial

REQUEST INFORMATION

The applicant has submitted a Zoning Concept Scheme for ESD #3, located at 1811 Jasper Street, consisting of approximately 2.55 acres within the Pine Village Character District. The request is to rezone the property from P3 Neighborhood to P5 Core in order to develop a new administration office building for the Emergency Services District #3 and associated infrastructure. The property is currently vacant and undeveloped. The proposed improvements fall under the Civic Use category and would not be allowed under the existing P3 PlaceType, therefore, the proposed zoning for the property is P5 Core, which allows for Civic Use developments.

UTILITIES AND INFRASTRUCTURE

Water	Available at site (City of Bastrop)
Wastewater	Available at site (City of Bastrop)
Electric	Bastrop Power and Light

Drainage	Located in the Gils Branch Watershed; developer will be required to over-detain onsite; Conceptual Drainage Plan included as part of the Zoning Concept Scheme application which has been approved by Engineering, and a Final Drainage Plan will be required and approved prior to Site Plan approval.
Transportation	Access provided from Jasper Street. The ESD #3 development triggered the need for public improvements to Jasper Street, therefore, a Public Improvement Plan is required prior to Site Plan approval and Building Permit.
Parks and Open Space	None are required; however, the Zoning Concept Scheme reserves a significant portion of the lot (south and southwest) as undisturbed natural open space, preserving existing trees within these areas.

ANALYSIS (B3 CODE CRITERIA)

In accordance with Section 2.4.005 of the Bastrop Building Block (B3) Code, the following factors are considered in evaluating the applicant's request:

(a) Declaration of Policy

The City declares the enactment of these Standards governing the use and Development of land, buildings, and Structures as a measure necessary to the orderly Development of the community. Therefore, no change shall be made in these Standards or the boundaries of the Place Types Zoning districts except:

1) *To correct any error in the Standards or map.*
2) *To recognize changed or changing conditions or circumstances in a particular area of the City.*
3) *To recognize changes in technology, the style of living, transportation, utilities, law, the economy, or manner of conducting Business.*
4) *To change the property to uses in accordance with the approved Comprehensive Plan.*

The request is intended to allow uses that are consistent with the City's adopted Comprehensive Plan. Accordingly, the request is evaluated under Section 2.4.005(a)(4), which authorizes changes to the Standards or Place Type boundaries to align the property's allowed uses with the Comprehensive Plan.

(b) Review Criteria

1. Appropriateness of Place Type Characteristics

The proposed P5 Core designation allows "*a higher density, mixed arrangement of Building Types that can accommodate commercial, retail, office, row house, and apartment development*." The surrounding area includes P5 Core with commercial development to the north, a PDD (Planned Development District) to the west with commercial and civic uses, and P3 Neighborhood to the east and south, which is currently vacant. In this context, the proposed P5 Place Type with civic use is compatible with, and generally consistent with, existing and planned development patterns in the vicinity.

2. Consistency with the Comprehensive Plan and Public Services

The Future Land Use Map is a tool within the Comprehensive Plan used to guide long-term growth and development patterns by identifying the appropriate range of land uses and place types for different areas of the City. The subject property is designated as **Corridor Commercial** on the Future Land Use Map. Corridor Commercial is defined as:

"Auto-oriented retail, larger-scale commercial, and mixed-use developments along major roadways."

The requested P5 Core designation is consistent with Corridor Commercial because it supports corridor-scale commercial and mixed-use development. The request is also tied to a proposed civic use by Bastrop County Emergency Services District No. 3 to construct an administrative office building and associated infrastructure, which is compatible with the Comprehensive Plan's intent for major roadway corridors to accommodate community-serving facilities.

3. Supply of Similar Zoning in the Vicinity

Similar zoning and entitlements already exist in the immediate area, including nearby P5 Core and a PDD that accommodate commercial, mixed-use, and civic activity. Because the vicinity already provides a meaningful supply of comparable zoning capacity, the requested change functions as an extension of an established development pattern rather than the introduction of an isolated or out-of-scale designation.

4. Rate of Development in Similar Place Types

Development in similar corridor Place Types has been occurring at a consistent pace where access and infrastructure are available. The requested change aligns with that trend and the existing pattern of nearby P5 Core and PDD development.

5. Effect on Other Areas with Similar Designation

Approval is not expected to negatively affect other areas designated P5 Core because the request is consistent with the existing corridor pattern and is tied to a site-specific civic project.

6. Other Factors (Public Health, Safety, Welfare)

The proposed civic facility strengthens emergency service operations and supports public health, safety, and welfare. The project includes required improvements to Jasper Street and will provide on-site over-detention to address drainage conditions in the Gills Branch area, helping reduce downstream impacts.

TEXAS LOCAL GOVERNMENT CODE

In accordance with Texas Local Government Code Section 211.006, the rezoning process requires a public hearing with notice provided to affected property owners. Notice of this request was:

Published in the Bastrop Advertiser on February 4, 2026,

Zoning Change signs were posted on the property on February 11, 2026, and

Notices were mailed to property owners within 500 feet of the boundary on February 13, 2025.

At the time of this report, there were **no** property owners that submitted letters in opposition of the request.

PLANNING AND ZONING COMMISSION RECOMMENDATION
Recommended approval with a vote of 6-0 at their February 26th, 2026 meeting.

CITY COUNCIL FIRST READING AND MOTION
Approved with a vote of 5-0 at their March 24th, 2026 meeting.

FISCAL IMPACT

None.

STAFF RECOMMENDATION:
Approve the Zoning Concept Scheme to rezone the project site from P3 Neighborhood to P5 Core, for the area described as being 2.55 +/- acres out of the Building Block 120, East of Jackson Street, located at 1811 Jasper Street, within the city limits of Bastrop, Texas.

ATTACHMENTS:
- Ordinance No. 2026-05
- Attachment 1: Location Map
- Attachment 2: Zoning Concept Scheme

ORDINANCE NO. 2026-05

AN ORDINANCE OF THE CITY OF BASTROP, TEXAS, APPROVING THE ZONING CONCEPT SCHEME REQUEST TO REZONE THE PROJECT SITE FROM P3 NEIGHBORHOOD TO P5 CORE, FOR THE AREA DESCRIBED AS BEING 2.55 +/- ACRES OUT OF BUILDING BLOCK 120, EAST OF JACKSON STREET, LOCATED AT 1811 JASPER STREET; AUTHORIZING THE EXECUTION OF ALL NECESSARY DOCUMENTS; PROVIDING FOR SEVERABILITY; REPEALING CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Bastrop, Texas (the "City") is a home rule municipality located in Bastrop County, Texas acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

WHEREAS, pursuant to Texas Local Government Code Chapters 211, 212, 214, and 217 the City Council of the City of Bastrop has general authority to regulate planning, zoning, subdivisions, trees, and the construction of buildings; and

WHEREAS, on December 1, 2025, the applicant submitted a request for a zoning concept scheme to rezone the project site from P3 Neighborhood to P5 Core; and

WHEREAS, the City Staff reviewed the request for the Zoning Concept Scheme and finds it to be consistent with the criteria for zoning changes under the B3 Code and the Future Land Use Map; and

WHEREAS, the City of Bastrop Planning and Zoning Commission held a public hearing on February 26, 2026, and made a recommendation to approve this proposed Zoning Concept Scheme with a vote 6-0; and

WHEREAS, the City Council has reviewed this request for zoning, and finds the request to be reasonable and proper under the circumstances; and

WHEREAS, the City finds that this Ordinance was passed and approved at a meeting of the City Council of the City of Bastrop held in strict compliance with the Texas Open Meetings Act at which a quorum of the City Council Members was present and voting.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, THAT:

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The City Council of Bastrop authorizes the execution of the Zoning Concept Scheme request to rezone the project site from P3 Neighborhood to P5 Core, for the area described as being 2.55 +/- acres out of Building Block 120, East of Jackson Street, located at 1811 Jasper Street (attached and incorporated herein as Exhibit A).

Section 3. Severability. If any clause or provision of this Ordinance shall be deemed to be unenforceable for any reason, such unenforceable clause or provision shall be severed from the remaining portion of the Ordinance, which shall continue to have full force and effect.

Section 4. Codification. The City Secretary is hereby directed to record and publish the attached rules, regulations, and policies in the City's Code of Ordinances as authorized by Section 52.001 of the Texas Local Government Code.

Section 4. Repeal. This Ordinance shall be and is hereby cumulative of all other ordinances of the City of Bastrop, Texas, and this Ordinance shall not operate to repeal or affect any of such other ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, in such other Ordinances, are hereby repealed.

Section 5. Effective Date. This Ordinance shall take effect immediately after its final passage and any publication in accordance with the requirements of the City of Bastrop and the laws of the State of Texas.

Section 6. Proper Notice and Meeting. It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

READ & ACKNOWLEDGED on First Reading by the City Council of the City of Bastrop, on this, the 24th day of March 2026.

PASSED & APPROVED on Second Reading by the City Council of the City of Bastrop, on this, the 14th day of April 2026.

APPROVED:

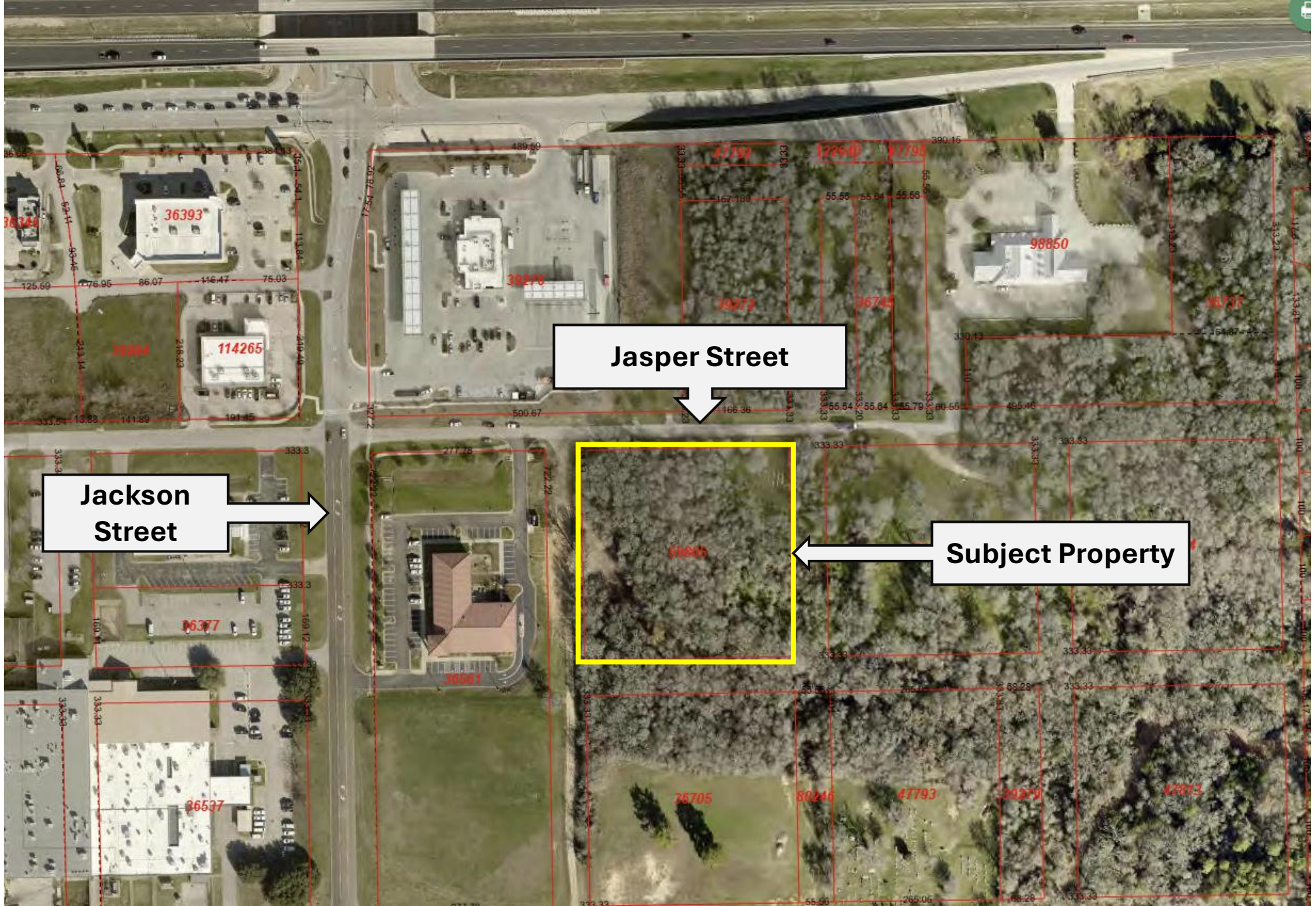
by: _____
Ishmael Harris, Mayor

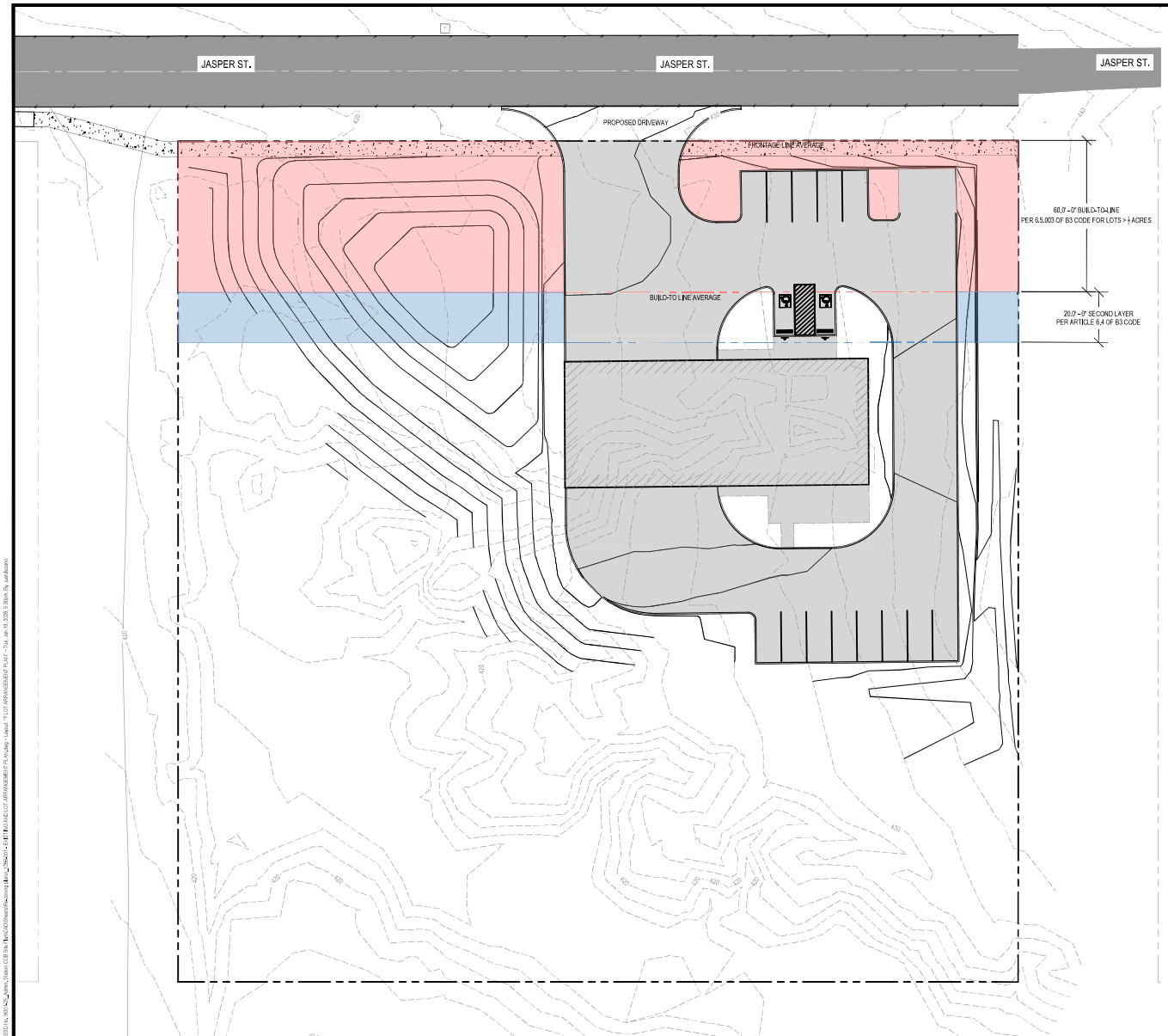
ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.


Jasper Street
Jackson Street
Subject Property



N

W E

S

0 10 20 40

SCALE IN FEET
1" = 20'

GENERAL SITE NOTES:

LOT SIZE	2.55 ACRES
TOTAL IMPERVIOUS COVER (CONCEPTUAL APPROXIMATE)	29,400 SQFT
IMPERVIOUS COVER AS PERCENTAGE OF TOTAL	26% (80% ALLOWED)
BUILDING TYPE	CONVENTIONAL STEELFRAMING - TYPE IIB
BUILDING USE	COMMERCIAL (CIVIC USE)
BUILDING HEIGHT	35' - 6"
PARKING COUNT	13 SPACES PLUS 2 VAN ACCESSIBLE
PROJECT SCHEDULING	SINGLE-PHASE CONSTRUCTION

GENERAL SITE PATTERN LEGEND:

- FIRST LAYER 60'-0" BUILD TO LINE PER 6.5.003 OF B3 CODE FOR LOTS > 1/2 ACRE
- SECOND LAYER 20'-0" PER ARTICLE 6.4 OF B3 CODE
- JASPER ST. (APPROXIMATE)
- IMPERVIOUS COVER
- PROPERTY LINE
- EASEMENTLINE

NO.	REVISION	DATE

THE SEAL APPEARING ON THIS DOCUMENT WAS AUTHORIZED BY JUAN CARLOS LOZANO, PE #154516 ON 12/01/25. THE DATE INDICATED. ANY ALTERATIONS OF THIS SEALED DOCUMENT WITHOUT PROPER NOTIFICATION TO THE RESPONSIBLE ENGINEER IS AN OFFENSE UNDER THE TEXAS ENGINEERING PRACTICE ACT.

STATE OF TEXAS
JUAN CARLOS LOZANO
154516
LICENSED PROFESSIONAL ENGINEER
1/13/2026

Southwest Engineers
Engineering Texas Since 1978
TBPE NO. F-1909
www.swengineering.com

BASTROP
702 MAIN STREET STE #101
BASTROP, TEXAS 78602
PH: 512.985.9759

GONZALES | BUDA | BASTROP
ROUND ROCK | CUERO

TEXAS ONE CALL SYSTEM
1-800-245-4545
UNDER PENALTY OF LAW, THE CONTRACTOR IS REQUIRED TO CONTACT THE TEXAS ONE CALL SYSTEM AT LEAST 48 HOURS BEFORE STARTING EXCAVATION.

LOT ARRANGEMENT PLAN

ESD #3

1811 JASPER ST
BASTROP, TX 78602

DRAWN BY: NJM	PROJECT NO. 1286-001
CHECKED BY: JCL	DRAWING NO. 1286-001

SHEET 7



SITE PLAN
SCALE: 1" = 20'-0"

2.55 ACRES

0' 10' 20'
SCALE

PRELIMINARY
NOT FOR REGULATORY APPROVAL, PERMITTING, OR CONSTRUCTION
ARCHITECT - ALAN B. HUCABY
REGISTRATION NO. 11155

ZONING CONCEPT SCHEME:

BASTROP COUNTY ESD #3

1811 JASPER STREET - BASTROP, TEXAS 78602

CALLAHAN & FREEMAN ARCHITECTS
P.O. BOX 15577
FORT WORTH, TX 76119
817.478.1765
cfarchitects.com

1150 E. KENNEDALE PKWY.
KENNEDALE, TX 76060

DATE: NOV. 25, 2025
REVISIONS:

JOB NO.: 5472

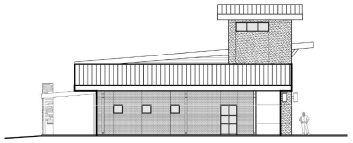
SHEET NO.
ZC-1



JASPER STREET VIEW

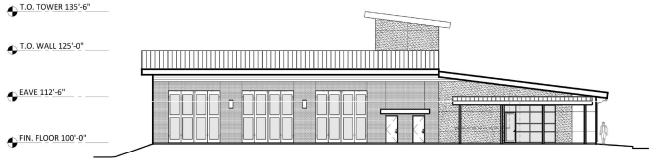
FRONT ELEVATION - (NORTH)

SCALE: 1/16" = 1'-0"



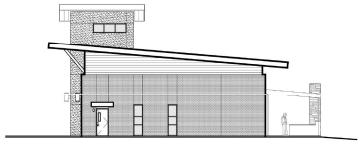
LEFT ELEVATION - (EAST)

SCALE: 1/16" = 1'-0"



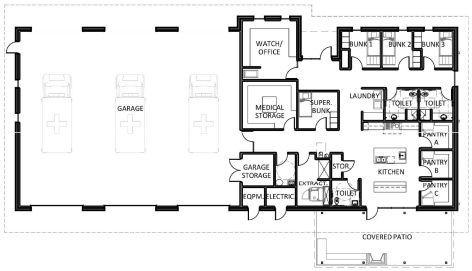
REAR ELEVATION - (SOUTH)

SCALE: 1/16" = 1'-0"



RIGHT ELEVATION - (WEST)

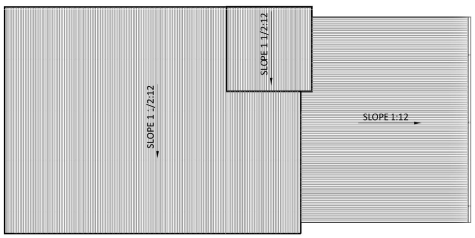
SCALE: 1/16" = 1'-0"



FLOOR PLAN

5,945 SF

SCALE: 1/16" = 1'-0"



ROOF PLAN

SCALE: 1/16" = 1'-0"



RENDERED VIEW OF BUILDING FROM JASPER STREET

CALLAHAN & FREEMAN ARCHITECTS
P.O. BOX 15577
FORT WORTH, TX 76119
817-478-1765
cfarchitects.com
1201 E. PLEASANT RUN ROAD, SUITE A
DESOTO, TX 75115

ZONING CONCEPT SCHEME:

BASTROP COUNTY ESD #3

1811 JASPER STREET - BASTROP, TEXAS 78602

PRELIMINARY

NOT FOR REGULATORY APPROVAL, PERMITTING, OR CONSTRUCTION

ARCHITECT: CALLAHAN & FREEMAN
REGISTRATION NO. 11155

DATE: **NOV. 25, 2025**
REVISIONS:

JOB NO.: 50472

SHEET NO.

ZC-2

SHEET

Item 9E.

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:
Consider and act on the second reading of Ordinance No. 2026-06 to repeal the Bastrop Building Block Code (Current Unified Development Code) and adopt the Bastrop Development Code (BDC) as Chapter 14 of the Code of Ordinances, as shown in Exhibit A.

AGENDA ITEM SUBMITTED BY:

Brittany Epling, Senior Planner

BACKGROUND AND PURPOSE:

The Development Services Department is proposing to retire the Bastrop Building Block (B3) form-based code and replace it with the Bastrop Development Code, a Euclidean zoning and development ordinance that preserves B3's core intentions and recent ordinance amendments while making regulations clearer, simpler, and more predictable to administer. The Bastrop Development Code will guide land use and development through objective standards and consistent procedures so that growth remains authentically Bastrop, fiscally and environmentally sustainable, and thoughtfully planned to meet future needs. This approach aligns with City Council's stated purpose to "create a fiscally sustainable community through land-use standards that are authentically Bastrop and geographically sensitive."

Adopted in 2019 as part of the Building Bastrop initiative, the B3 Code was designed to reflect Bastrop's historic development patterns and promote Traditional Neighborhood Design (TND) in new growth. While B3 intended to advance important goals, implementation revealed challenges, including ambiguous language, inconsistent interpretation, and administrative complexity. The framework also did not consistently address drainage, flooding, and stormwater impacts, created recurring issues with parking standards, and relied on a largely one-size-fits-all approach to building form and setbacks that did not always fit Bastrop's varied contexts. Collectively, these issues reduced predictability for applicants and staff and highlighted the need for clearer tools to protect community character, natural resources, and the public health, safety, and welfare.

The Bastrop Development Code responds by returning to a Euclidean framework with clearly named zoning districts, a consolidated table of permitted uses, and straightforward dimensional and development standards, while carrying forward B3's core values of authentic design, sustainability, and walkability in **targeted** areas. The Code also reflects feedback from residents, the development community, advisory boards, and City Council, along with staff and legal review, to address current development pressures and make day-to-day application more intuitive.

Over the past year, the City has worked with boards, commissions, and City Council to address B3 implementation challenges and identify policy improvements, including multiple code revisions and coordination with the Comprehensive Plan update adopted in May 2025. City Council and the Planning and Zoning Commission also held two joint workshops on November 18, 2025 and December 16, 2025 to review the Bastrop Development Code draft, provide policy direction, and

receive public input. Based on that guidance, along with additional internal and legal review, staff has prepared the current draft for consideration and potential adoption.

FOCUS AREAS/MAJOR UPDATES:

Overall Development Code (Key Components)

- **Zoning map transition:** Crosswalk approach to convert the existing zoning map from PlaceTypes to Euclidean Zoning Districts, each with clear development standards (lot size, setbacks, height, etc.).
- **Landscaping and trees:** Comprehensive on-site landscape standards and a consolidated tree mitigation ordinance.
- **Parking:** Required minimum off-street parking table for commercial uses.
- **Special districts and overlays:** Downtown Historic District (existing), Downtown Bastrop Overlay (Main Street Program), District 1832, Special Flood Hazard Area.
- **Mobility:** Sidewalk, access, and connectivity standards aligned with the Transportation Master Plan and includes new Traffic Impact Analysis requirements for new developments.
- **Signs:** Updated sign regulations.
- **Administration:** Update to procedures and implementation tools, including administrative relief, nonconformities and redevelopment thresholds, zoning and development process, definitions, and clear development standards.

PLANNING AND ZONING COMMISSION RECOMMENDATION
Recommended to repeal the Bastrop Building Block (B3) Code and adopt the Bastrop Development Code (BDC) and for staff to further review Section 14.02.005, *Restrictions on Dwellings*, with an updated recommendation to the City Council regarding this section at the March 24, 2026 City Council meeting, with a vote of 4-2.

CITY COUNCIL FIRST READING AND MOTION
At their March 24th meeting and first reading of this Ordinance, the City Council recommended to repeal the Bastrop Building Block (B3) Code and adopt the Bastrop Development Code (BDC) with a vote of 5-0 with the following changes:

1. Amend Section 14.02.005 Restrictions on Dwellings, Subsection C(1), to allow for garage or yard sales four times a year, and remove the requirement that items must be owned by a resident of the affected lot.
2. Amend Section 14.02.005 Restrictions on Dwellings, Subsection C(2), to allow for the parking or storing of a regulated vehicle on a lawfully installed driveway.
3. Amend Section 14.02.008 Table of Permitted Uses, to Permit By-Right Single-Family Detached Dwellings in the Mixed-Use Zoning District and Allow by Conditional Use Barndomiums in the Mixed-Use Zoning District.
4. Amend Section 14.04.004 Off-Street Parking, Subsection D, to require 10’ x 20’ parking stall sizes for residential uses, and to require that cars not block sidewalks.
5. Amend Section 14.11.002 Members, Officers, and Alternative Qualifications for the Planning and Zoning Commission, to strive the word “interest” relating to member requirements.
6. Amend Section 14.11.003 Quorum and Voting for the Planning and Zoning Commission, to reference the City of Bastrop’s Ethics Ordinance in Article 1.15 of the Code of Ordinances, in lieu of the reference to the Texas Local Government Code.

RECOMMENDATION:
Consider and act on the second reading of Ordinance No. 2026-06 to repeal the Bastrop Building Block B^3 Code (current Unified Development Code) and adopt the Bastrop Development Code (BDC) as Chapter 14 of the Code of Ordinances, as shown in Exhibit A.

ATTACHMENTS:
- Ordinance No. 2026-06
- Bastrop Development Code Executive Summary
- Table of Permitted Uses Summary
- Special Flood Hazard Area Map
- Exhibit A: Proposed Code of Ordinances Chapter 14: Bastrop Development Code
- Exhibit B: Edits based on City Council Motion

ORDINANCE NO. 2026-06

AN ORDINANCE OF THE CITY OF BASTROP, TEXAS, AUTHORIZING THE REPEAL OF THE BASTROP BUILDING BLOCK CODE ("B3 CODE"); ADOPTING THE BASTROP DEVELOPMENT CODE AS CHAPTER 14 OF THE CITY OF BASTROP CODE OF ORDINANCES; AUTHORIZING THE EXECUTION OF ALL NECESSARY DOCUMENTS; PROVIDING FOR SEVERABILITY; REPEALING CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Bastrop, Texas (the "City") is a home rule municipality located in Bastrop County, Texas acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

WHEREAS, the City Council finds that the adoption and amendment of municipal ordinances for the good government, peace, and order of the City, including zoning and development regulations, is authorized by the City's home-rule powers and applicable state law, including Chapters 51, 54, 211, 212, and 213 of the Texas Local Government Code; and

WHEREAS, the City previously adopted the Bastrop Building Block Code, commonly referred to as the "B3 Code," as the City's zoning and development code framework; and

WHEREAS, the City Council finds that, after use and administration of the B3 Code, it is in the public interest to repeal the B3 Code and replace it with a clearer and more administrable development code organized in a more traditional zoning format; and

WHEREAS, the Bastrop Development Code is intended to establish a comprehensive framework of standards for land use, development, redevelopment, zoning districts, overlays, administration, and related development regulations within the City of Bastrop, and to implement the City's Comprehensive Plan and other adopted policies; and

WHEREAS, the City Council finds that adoption of the Bastrop Development Code as Chapter 14 of the City of Bastrop Code of Ordinances will promote the public health, safety, morals, and general welfare; provide clear, consistent, and predictable standards; preserve Bastrop's authentic character and historic development patterns; and better align the City's regulations with current planning, development, and administrative needs; and

WHEREAS, notice of the public hearings on this Ordinance was provided and public hearings were conducted in accordance with applicable law, including Chapter 211 of the Texas Local Government Code, and the meeting at which this Ordinance was considered was posted and held in compliance with Chapter 551 of the Texas Government Code; and

WHEREAS, the City finds that this Ordinance was passed and approved at a meeting of the City Council of the City of Bastrop held in strict compliance with the Texas Open Meetings Act at which a quorum of the City Council Members was present and voting.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, THAT:

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The City Council of Bastrop hereby repeals the Bastrop Building Block Code, commonly referred to as the "B3 Code," together with all ordinances and parts of ordinances adopting or amending the B3 Code, except as otherwise expressly saved by this Ordinance or by any companion ordinance adopted by the City Council.

Section 3. The City Council of Bastrop hereby adopts the "Bastrop Development Code," attached and incorporated herein as Exhibit A, as the official zoning and development regulations of the City, to be codified as Chapter 14, Bastrop Development Code, of the City of Bastrop Code of Ordinances.

Section 4. The City Council directs the City Secretary, City Attorney, and City staff to take all actions necessary to implement and codify this Ordinance and the Bastrop Development Code in the City's Code of Ordinances, including renumbering, formatting, correction of typographical errors, and revision of cross-references, provided that such administrative revisions shall not alter the substantive meaning or legal effect of the provisions adopted by this Ordinance.

Section 5. Severability. If any clause or provision of this Ordinance shall be deemed to be unenforceable for any reason, such unenforceable clause or provision shall be severed from the remaining portion of the Ordinance, which shall continue to have full force and effect.

Section 6. Repeal. This Ordinance shall be and is hereby cumulative of all other ordinances of the City of Bastrop, Texas, and this Ordinance shall not operate to repeal or affect any of such other ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if

any, in such other Ordinances, are hereby repealed.

Section 7. Effective Date. This Ordinance shall take effect immediately after its final passage and any publication in accordance with the requirements of the City of Bastrop and the laws of the State of Texas.

Section 8. Proper Notice and Meeting. It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

READ & ACKNOWLEDGED on First Reading by the City Council of the City of Bastrop, on this, the 24th day of March 2026.

PASSED & APPROVED on Second Reading by the City Council of the City of Bastrop, on this, the 14th day of April 2026.

APPROVED:

by: _____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

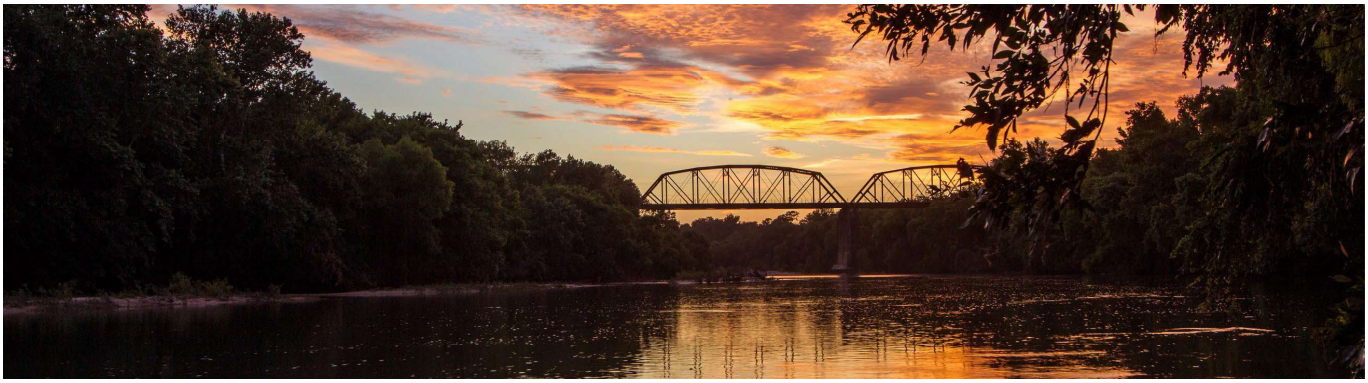
_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

BASTROP DEVELOPMENT CODE

EXECUTIVE SUMMARY



BASTROPTX
Heart of the Lost Pines
Est. 1832



BASTROP DEVELOPMENT CODE

Executive Summary

Bastrop is growing, and our development rules should make it easy to build the kinds of places our community values. Since 2018 the City has used the B3 Code, a form-based code that emphasizes the physical shape of buildings and streets more than the list of uses inside them. B3 organized the city into placetype "transects" (from rural edges to the most urban main-street blocks) and regulated building forms (how a building meets the sidewalk, where parking goes, and similar design details).

Why B3 was adopted—and what it did well. B3 aimed to encourage walkable, mixed-use neighborhoods and align new development with the historic street-and-block pattern that makes Bastrop special. It prioritized pedestrians, favored storefronts and front doors facing the street, and pushed parking to the side or rear—goals the City still embraces.

What proved difficult. Applying a single form-based template citywide didn't fit Bastrop's varied context. In traditional, low-density neighborhoods, residents value larger front yards, simple front-driveway parking, and the absence of alleys—so urban frontage and alley-loaded expectations often worked against established patterns. Other oversights emerged: impervious cover allowances were too high in flood-prone areas; uses and lot sizes were under-regulated; corridor-style Texas commercial struggled to meet B3's urban building and frontage standards; some street sections were too narrow for reliable fire access; "no parking minimums" sometimes failed to provide enough on-site parking; and detailed street-tree rules were not paired with practical on-site landscaping requirements.

What staff proposes. Retire B3 and adopt a traditional, Euclidean zoning framework—the Bastrop Development Code (BDC)—as Chapter 14 of the City's Code of Ordinances. Euclidean zoning is the familiar Texas approach: clear districts (e.g., Rural Residential, Single-Family, Mixed Use (MU), General Commercial, Public/Institutional, Industrial, Parks/Open Space, Planned Development) with straightforward allowed uses and tables for setbacks, height, and lot standards. This structure is easier to understand, faster to review, and more predictable for residents, businesses, and staff.

Keeping what works. Moving to the BDC does not abandon B3's values. The BDC carries forward the best intents—walkable streets, context-sensitive infill, downtown's small-block pattern, dark-sky lighting—and incorporates all Council-approved text amendments from the past year so recent direction and stakeholder input are preserved on day one.

Listening and responding. Over the past year, staff has listened closely to citizens, internal departments, the development community, Main Street partners, the Historic Landmark Commission, the Planning & Zoning Commission, and City Council. The BDC addresses the most common concerns: clearer rules, fewer ad-hoc waivers, better alignment with the Comprehensive Plan and Master Plans, and overlay districts that protect flood prone areas and place form-based zoning where it fits best: Downtown.

What happens next. Citizen input will be welcomed during three separate public hearings: the first on the February 26 Planning and Zoning Commission meeting where the Commission will make a recommendation on the proposed code to the City Council, and then two subsequent City Council readings, on March 24th and April 14th. If approved, the BDC becomes the City's zoning chapter (Chapter 14). In addition, subdivision regulations currently embedded in B3 (plats, blocks, connectivity, and related standards) will be moved into Chapter 10 and updated as needed to stay consistent with the new zoning framework. Together, these changes will make it easier to build what Bastrop wants—and harder to build what it doesn't—while keeping the character and quality our residents expect.

At-a-Glance — What's Changing

From Placetypes to Zoning Districts

- **What's changing**: We're moving from B3's placetypes/transects and building-form standards to a traditional (Euclidean) zoning map with clear districts.

- **Not a mass rezoning**: This is a crosswalk, not a wholesale remap. Every property will translate from its current B3 placetype/form to the most equivalent zoning district.

Proposed Zoning districts:

Parks & Open Space (P/OS) — replaces P1 (Nature)

Intent. Reserved for public, city-owned parks and open space. Preserve parkland, greenways, floodplains, nature preserves, and civic outdoor spaces.

Typical uses. Parks, trails, plazas, nature areas, cemeteries, restrooms/pavilions.

(No minimum lot size.)

Rural Residential (RR) — replaces P2 (Rural)

Intent. RR keeps the rural look and feel: large lots, space for small-scale agriculture or equestrian uses, and a soft transition from open land to neighborhoods.

Typical uses. Single-family homes on acreage, ranch/farm activities, stables.

Key standards:

- Minimum lot size: 1 acre
- Setbacks (ft): 50 front / 20 side / 50 rear
- Max height: 35 ft
- Max impervious cover: 50%
- Parking: One 10'×20' space per bedroom

Single-Family Residential (SF-1) — replaces P3 (Neighborhood)

Intent. Low-density detached homes on larger lots with a suburban-to-rural feel.

Typical uses. Single-family homes; no-impact home-based businesses.

Key standards:

- Minimum lot size: 1/3 acre (14,520 sq. ft.)
- Setbacks (ft): 30 front (porches may encroach 10) / 10 side (20 corner) / 30 rear
- Max height: 35 ft
- Max impervious cover: 50%
- Parking: One 10'×20' space per bedroom.

Single-Family Residential (SF-2)

Intent. Classic neighborhood pattern on mid-sized lots; balanced density and livability.

Typical uses. Single-family homes; no-impact home-based businesses.

Key standards:

- Minimum lot size: 7,500 sq. ft.
- Setbacks (ft): 25 front (porches may encroach 10) / 7.5 side (15 corner) / 20 rear
- Max height: 35 ft
- Max impervious cover: 50%
- Parking: One 10'×20' space per bedroom.

Single-Family Residential (SF-3)

Intent. Smaller, more compact lots for a finer-grained neighborhood fabric while keeping single-family character.

Typical uses. Single-family homes; no-impact home-based businesses.

Key standards:

- Minimum lot size: 5,000 sq. ft.
- Setbacks (ft): 15 front (porches may encroach 10) / 5 side (10 corner) / 15 rear
- Max height: 35 ft
- Max impervious cover: 50%
- Parking: One 10'×20' space per bedroom.

How P3 transitions. Existing P3 neighborhoods convert in name to SF-1 with a 1/3-acre minimum lot size. SF-2 and SF-3 are available outside the Downtown Core for property owners who want a bit more neighborhood intensity; those changes would happen case-by-case through owner-initiated rezoning.

Mixed Use (MU) — replaces P4 (Mix)

Intent. Walkable, compact areas that mix homes with neighborhood-serving shops and services—often along corridors or at transitions.

Typical uses. Apartments, townhomes/duplexes, senior housing, live/work; small-scale retail/office/restaurants/services.

Key standards:

- Minimum lot size: Commercial use: 1/3 Acre, Townhouses: 2,000 sq. ft., Duplex's: 4,000 sq. ft.
- Setbacks (ft): Varies by use.
- Max height: 40-45' depending on use.

- Max impervious cover: 60%
- Parking: One space per bedroom for residential, commercial must meet parking schedule per GFA and type of use.

*__Neighborhood context preserved__: In established areas, the contextual setback tool lets new homes match prevailing front yards rather than forcing an urban build-to line, or specific setback.

General Commercial (GC) — replaces P5 (Core)

Intent. Broader retail, dining, office, lodging, and service areas—downtown edges, corridors, and regional centers.

Typical uses. Retail, restaurants, offices, services, auto sales/service, hotels.

Key standards:

- Minimum lot size: ¼ acre
- Setbacks (ft): 20 front / 5 side (10 corner) / 20 rear
- Max height: 55 ft
- Max impervious cover: 65%
- Must meet parking schedule per GFA and type of use

Public Institutional (PI) — replaces Civic

Intent. Sites for schools, libraries, community centers, government and public-safety facilities.

Typical uses. Schools, libraries, city facilities, community centers.

Key standards:

- Minimum lot size: 1 acre
- Setbacks: 20 ft on all sides (may reduce in urban frontage if fire/ped access maintained)
- Max height: 55 ft
- Max impervious cover: 65%
- Must meet parking schedule per GFA and type of use.

Industrial (IND) — replaces Employment Center (EC)

Intent. Employment districts with larger sites, truck access, and buffering from neighborhoods.

Typical uses. Warehousing/distribution, manufacturing, logistics, with accessory offices.

Key standards:

- Min. lot: 2.5 acres
- Setbacks (ft): 25 front / 20 side / 25 rear (40 ft where abutting residential)
- Max height: 60 ft
- Max impervious cover: 65%
- Must meet parking schedule per GFA and type of use.

Planned Development District (PDD) — PDD remains PDD

Intent. A custom, master-planned zoning district adopted by ordinance to achieve equal or superior outcomes to base zoning.

Typical uses. As approved in the PD ordinance and Development Standards Matrix—can mix residential, commercial, civic, and open space.

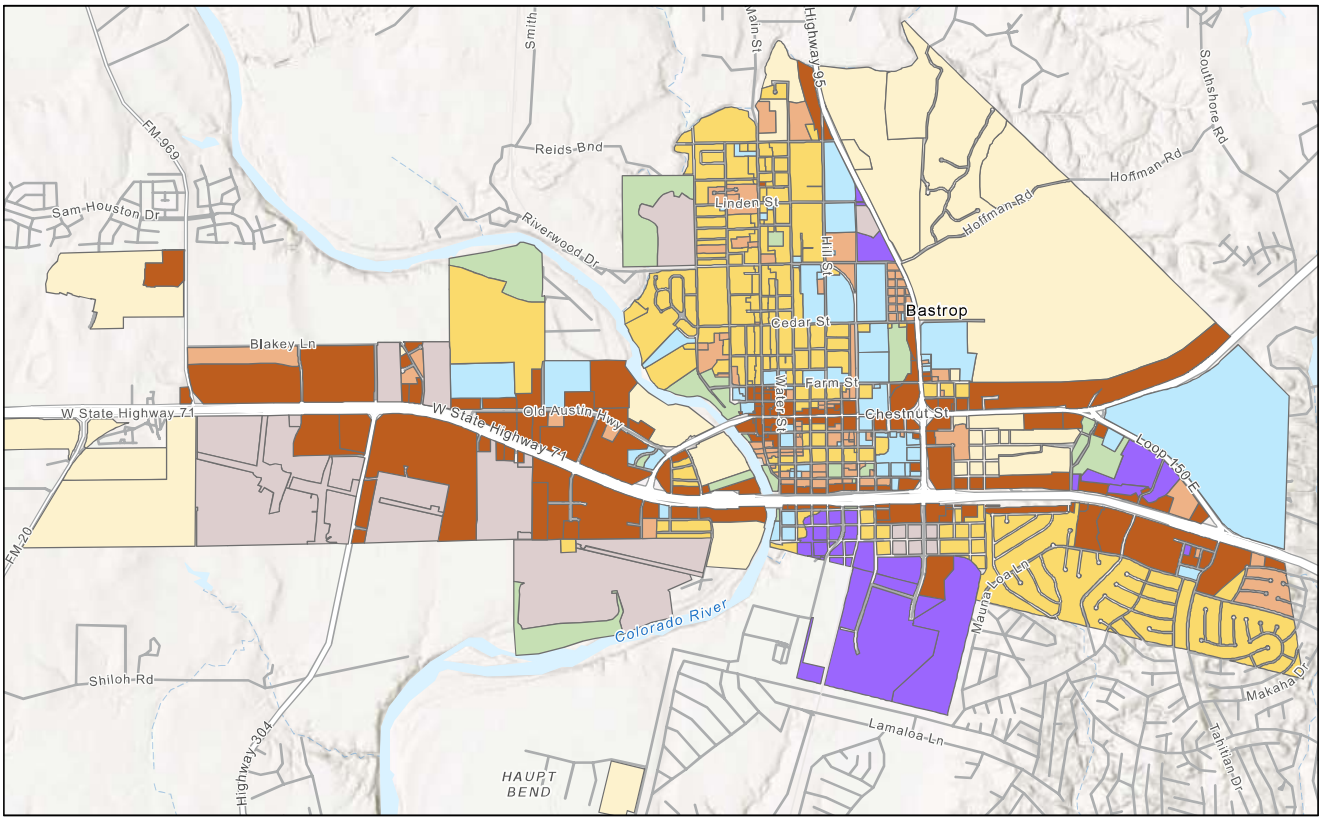
Key standards:

- Minimum size: 5 acres (with a small-site exception to 1 acre for infill/constrained sites if the plan clearly delivers superior outcomes).
- How it's regulated: Council adopts a PD Master Plan + Development Standards Matrix; where the PD is silent, the referenced base district and the Code apply.

The Table of Permitted Uses will accompany the zoning districts, to control specific uses allowed in each district.

- **Permitted-Use Table**: Plain list of what's Permitted (P), Conditional (C), or Not Permitted (NP) in each district.
- **Conditional Use Permits** (CUP): If marked "C," the use can be allowed case-by-case with conditions to manage fit (e.g., hours, buffering, access). This gives Council and P&Z a middle path between "yes" and "no."

Proposed Zoning Map



2/9/2026

Zoning Districts

- Parks & Open Space
- Rural Residential
- Single Family Residential (SF-1)
- Mixed Use
- General Commercial
- Public Institutional
- Industrial
- Planned Development
- World_Hillshade

World_Hillshade

1:44,959

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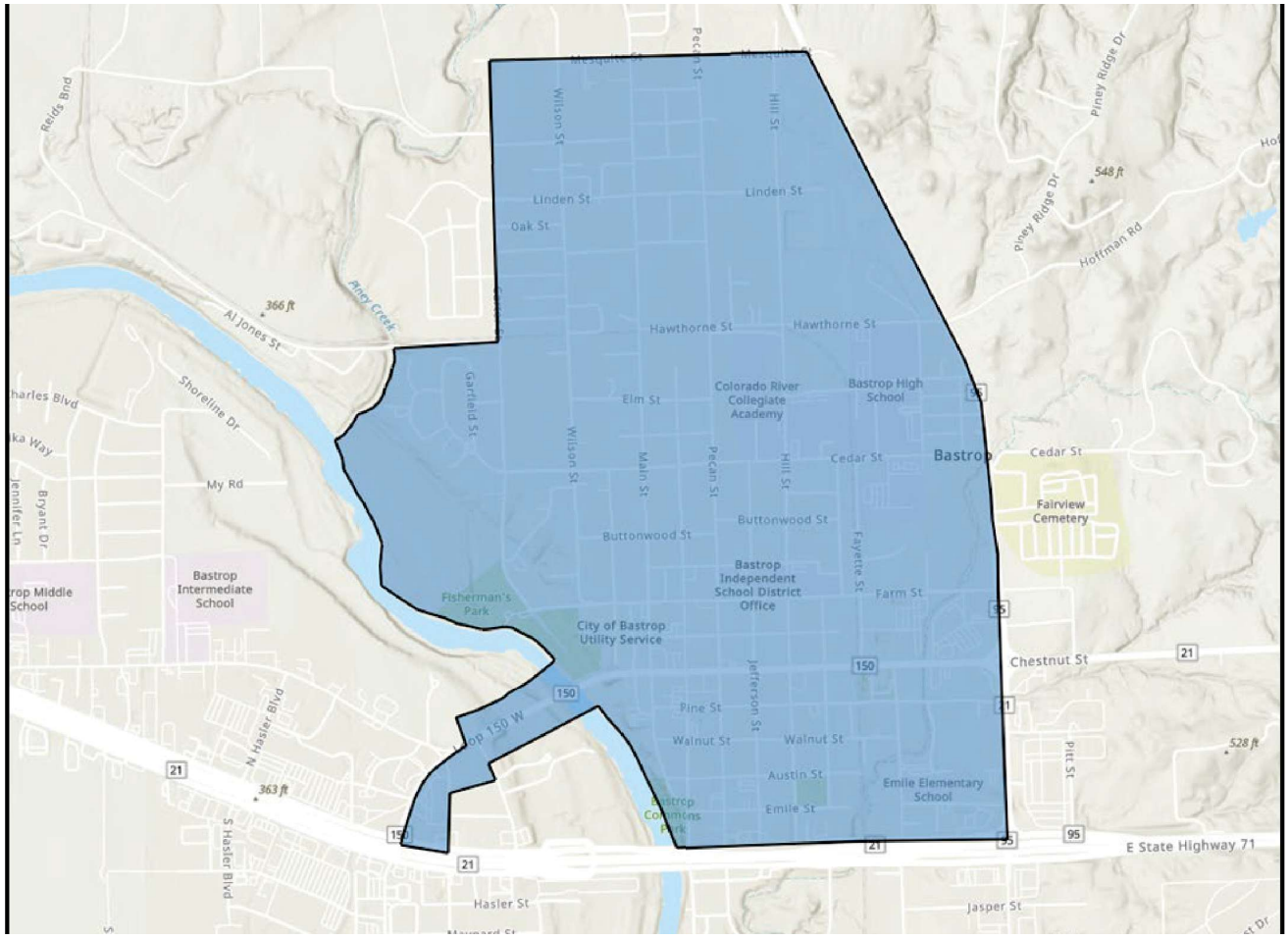
0 0.5 1 2 km

Esri, NASA, NGA, USGS, FEMA, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User

Previous District Name (B3 Code)	New District Name and New Map Colors
P1 – Natural	P/OS – Parks and Open Space
P2 – Rural	RR – Rural Residential
P3 – Neighborhood	SF – Single Family Residential (SF-1, SF-2, SF-3)
P4 – Mix	MU – Mixed Use
P5 – Core	GC – General Commercial
Civic	PI – Public Institutional
Employment Center (EC)	IND –Industrial
Planned Development District (PDD)	PDD – Planned Development District

Overlay Districts (Targeted Tools Where They're Needed)

District 1832 — Downtown Core (new overlay):



District 1832 (Downtown Core) is a light hybrid of form-based and Euclidean standards that shapes how buildings meet the street while keeping familiar use rules. It sets corridor-specific build-to zones and bans front-lot parking on Chestnut, allows limited commercial on SF-zoned Main Street frontage by CUP (while preserving residential scale), ensures upper-story housing over ground-floor retail is easy, caps big-box footprints unless Council finds a fine-grained, pedestrian-oriented design, and protects the historic 330×330 block grid by limiting street/alley vacations to cases that clearly maintain or improve connectivity.

- **Build-to & placement**: SF lots 15–20 ft; Mixed Use (MU)/Chestnut 10–15 ft (contextual adjustments allowed for infill).

- **Chestnut rules**: No parking in front of the primary façade; visible parking must be screened; Landscaping Article applies and cannot be waived for frontage/screening.

- **Limited Commercial by Conditional Use Permit for Single Family Districts:** Provides opportunity for small scale, limited commercial businesses to operate out of residential structures, upon favorable recommendation from the Main Street Advisory Board & P&Z, and approval by City Council, while providing for certain conditions to keep residential character.

- **Uses**: Upper-story residential by-right over retail/office (1 off-street space/bedroom unless an approved shared-parking/demand-management plan). Certain uses are CUPs district-wide (tattoo, drive-throughs, auto repair/sales, gas stations) and specific prohibited uses include smoke shops and Sexually Oriented Businesses.

- **Signs (context-sensitive)**: Main Street Director may approve compatible deviations; no digital/EMC, flashing, or moving signs.

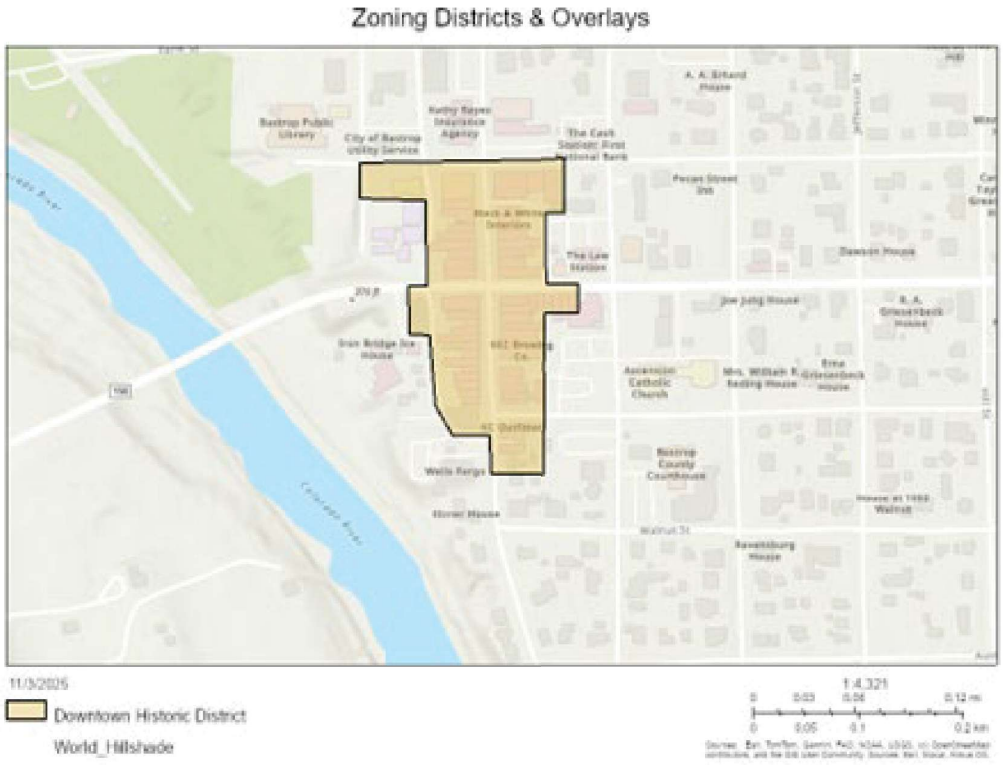
- **Building size cap**: Along Main & Chestnut, 5,000 sq. ft. max ground-floor footprint; Council may grant an exception only if multi-tenant, entrances every ≤75 ft, articulated bays, and a clear pedestrian orientation/block-scale.

- **Rezoning guardrail**: No rezonings to SF-2 or SF-3 within District 1832 to preserve 1/3 acre lot size.

- **Historic block grid**: No street/alley vacations unless equal or better public connectivity is provided via a new public way or recorded public access easement.

- The Historic Landmark Commission and the Main Street Advisory Board met December 4th and January 7th in a Special Joint Meeting to discuss design guidelines for the district. These design guidelines will be brought forth for adoption along with this code.

Downtown Commercial Historic Overlay (continues): Still subject to the **Historic Preservation Ordinance** (COA process remains).



The Downtown Historic Overlay preserves a true main-street feel by layering a light, form-based "envelope" over the base zoning and exterior changes through a Certificate of Appropriateness (COA). Buildings are to remain up to the sidewalk with active, transparent storefronts; parking is kept out of front/side yards and taken from alleys where possible; sidewalks stay wide and continuous; signs and lighting are context-sensitive; and landscaping emphasizes street trees and screening rather than suburban yard plantings.

- **Form & placement**: Max height 35 ft (parapets to +4 ft for screening); build-to 2–5 ft; ≥80% of the primary frontage holds the build-to; no side/rear setbacks (subject to Building/Fire Code).

- **Storefront transparency**: For new or redevelopment, between 2–10 ft above sidewalk, ≥60% clear, non-reflective glass; window signs cover ≤50% of window area.

- **Sidewalks & lighting**: Maintain an 8-ft ADA clear zone (may allow 6–8 ft where constrained); use historically

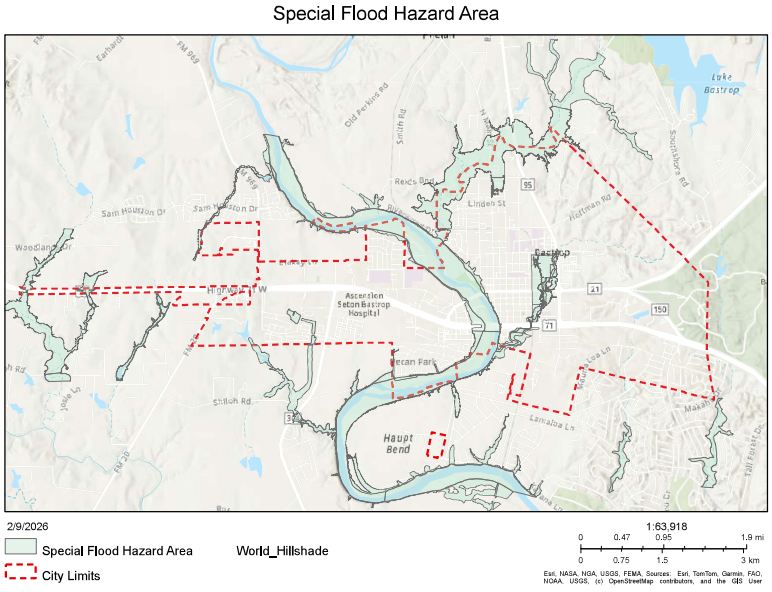
compatible fixtures consistent with the current downtown palette.

- **Parking & access**: No off-street minimums (except 1 space per dwelling unit for residential); no parking in front/side yards; alley access where available; removing existing off-street spaces requires DRC + Main Street Director approval.

- **Signs (context-sensitive)**: Main Street Director may approve compatible deviations from numeric/material limits; no EMC/digital, flashing, or moving signs; projecting/blade signs need ≥9 ft sidewalk clearance; decisions appealable to HPC.

- **Trees & screening**: General landscaping article doesn't apply, but **parking lot screening** does when visible from the street; **frontage trees ~30' O.C.** (admin adjust to **20–40'** where constrained; alternatives/waivers if a tree would block a storefront).

SFHA — Special Flood Hazard Area (new overlay):



This overlay keeps people and property safer by steering new development out of high-risk flood areas, protecting natural floodplain functions, and requiring engineering that causes **no adverse impact**. It layers on top of base zoning and the City's Flood Damage Prevention Ordinance; the most protective rule controls.

- **Where it applies**: All FEMA Zone A/AE and regulatory floodway (plus any City-mapped risk areas until FIRMs are updated OR best available data).

- **Keep it open**: Floodway and below-BFE areas not used for access/utilities must be preserved as open space (dedication or conservation easement).

- **Limit new building**: No new principal structures/land-disturbing work in the SFHA unless the lot has **no feasible buildable area** outside it; **no critical facilities** in the SFHA.

- **No pad-fill to raise floors**: Elevate on piers/piles/columns/stem walls; a **narrow exception** for pre-overlay lots with zero buildable area outside the SFHA allows only the **minimum** fill (not in floodway), **1:1 compensatory storage** if disturbance ≥ **5,000 sq. ft.**, PE "no-adverse-impact," and a **–10%** reduction to the district impervious-cover cap.

- **Stream protection**: **100-ft** undisturbed buffer from top of bank (limited, function-neutral crossings may be approved).

- **Hydraulic tests**: **Floodway = "no-rise"** in BFEs; **outside floodway = PE-sealed analysis** showing no measurable off-site impacts.

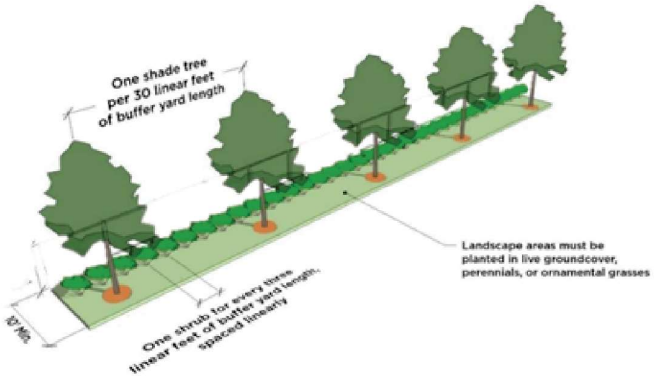
- **Compensatory storage**: Any fill/excavation **≥5,000** sq. ft. in the SFHA must provide **minimum 1:1 storage** in the **same hydraulic reach** at equivalent elevations.

- **Subdivision approach: Cluster lots outside** the SFHA, plat flood limits/easements, and preserve floodplain. Projects that preserve **≥90%** of on-site SFHA may **transfer lot yield** and reduce minimum lot size (down to **5,000 sq. ft.**) to fit homes on safer pads.

WUI — Wildland-Urban Interface (new overlay): Reserved until mapping is finalized and WUI Code is adopted; will add defensible-space/landscaping and materials standards where wildfire risk warrants.

Big Articles in the New Bastrop Development Code (BDC)

Landscaping Ordinance (New)



Sets clear, table-driven landscape and streetscape standards that prioritize shade, cooling, water conservation, and compatible edges between uses. It applies to most site plans/building permits (with simple rules for single-family), and offers predictable LID/rainwater credits without weakening street trees or core frontage design.

- **Who it applies to**: All new development and qualifying redevelopment (≥10% expansion triggers "bring-to-standard," focusing on frontage, parking interiors, then buffers). Single-/two-family lots follow simple frontage rules; agricultural uses are exempt.

- **Minimum landscaped area**: Townhouse/Small Multi-Family 20%; Multi-Family 25%; Commercial/Office/Institutional/Mixed Use (MU) 20%; Industrial 10%; Public/Semi-Public Uses 20%.

- **Frontage first**: At least 50% of required landscape area goes in a **10-ft frontage band** on private property; 1 street tree per ~30–40 ft (admin adjust 20–40 ft); shrubs massed for continuous coverage.

- **Homes (1–2 family)**: 1 canopy tree per street frontage + 2 shrubs; front-yard turf ≤ 50%.

- **Use what you've got**: Up to 50% credit for preserved native vegetation; qualifying tree preservation areas may count 1.5× (still within the 50% cap).

- **Parking lots**: Interior landscaping = 10% of paved area (Industrial 5%); end-caps at each row; islands ≥300 sq. ft. & 10 ft wide with 1 canopy tree (or linear island ≥600 sq. ft. with 2 trees). Tree wells/planters need 600 cf soil (canopy) / 300 cf (understory).

- **Green infrastructure**: Bioretention/curb-cut islands encouraged; install underdrain if soils are slow.

- **Parking screening & buffers**: 10-ft perimeter strip with trees and a ≤36-in hedge for headlights; wider buffers between unlike uses (e.g., 30 ft Ind-to-Res with berm/masonry + evergreen screen).

- **Stormwater basins & channels**: Plant a 15-ft public-edge (trees + shrubs/ornamentals). Facilities don't count toward minimums unless trail + seating + an amenity are provided—then up to 50% may count.

- **Water-wise standards**: Min 6 inches amended soil; drip/subsurface for trees/beds; smart controller + rain shut-off; ≥50% plants native/drought-tolerant; non-residential turf ≤ 50%; rock as accent ≤ 25% of any landscape area.

- **Plans & maintenance**: Required submittal includes a landscape plan (LA-sealed) with calcs, plant list, preserved trees/RPZs, and any LID credits; SF/duplex may show frontage items on the building site plan. Install before CO or post 125% surety; replace

dead plants within 90 days (or next season). Two-year maintenance bond for ROW/common-area landscaping accepted with public improvements.

- **LID credits (ministerial, cap 50%)**: Frontage tree count never reduced. Cisterns: –5% required area per 1,000 gal ES. Bioretention parking islands: count 150% of plan area (up to 25% of required area). Permeable frontage swale/biostrip: 25% credit toward frontage landscaping. O&M affidavit required.

Administration & Procedures (Updated)

Core steps still mirror B3 (pre-app -> completeness -> DRC -> P&Z hearing/recommendation -> Council ordinance). The key updates are: Council can now attach conditions tied to the Zoning Concept Scheme (ZCS), plus three new tools—Administrative Relief, Conditional Use Permits (CUPs), and Pre-Zoning.

- **Rezoning + Concept Plan**: Concept plan no longer required for rezoning requests.
- **Administrative Relief (new)**: Staff/DRC may approve up to 10% adjustments to any numeric standards in the code (not impervious cover); not a variance.
- **Conditional Use Permits (new)**: New case type with P&Z as the recommending body and City Council as the decision-maker and enforceable conditions; standard filing/notice/hearing apply.

Result of these updates:

- Clearer review pathways, and timelines so applicants, neighbors, and staff know what happens when—and who decides.
- Fewer ad-hoc waivers, more predictable outcomes through defined relief and adjustment tools.



Historic Preservation (Carried Over, Calibrated)

- **HPO remains in force.** We've aligned language and processes with Certified Local Government (CLG) standards and clarified COA steps, thresholds, and criteria so owners and the Commission share the same roadmap.
- The Historic Landmark Commission, in collaboration with the Main Street Advisory Board, are bringing forth a new set of design guidelines for Historic Districts and designated property, leaning heavily on the Secretary of the Interiors Standards for the treatment of historic structures.

Sidewalks & Connectivity (Aligned with TMP)

- Sidewalk widths, placements, and triggers are aligned with the Transportation Master Plan, improving accessibility and closing network gaps.
- Frontage coordination ensures driveways, utilities, and street trees don't conflict with pedestrian routes.

Parking (New Minimums + Flexibility)

- **Residential**: Keeps the 1 space per bedroom baseline.
- **Commercial**: Adds a chart keyed to floor area (FAR-based) so typical stores, offices, and services supply appropriate on-site parking.
- **Contextual adjustments**: Applicants may submit

a parking study to right-size supply based on shared use, time-of-day peaks, or proximity to downtown and corridors.

Dark-Sky Lighting (Carried Over, Aligned, & Simplified)

- Retains dark-sky intent with clearer fixture, shielding, and color temperature rules that are easier to follow and enforce—and consistent with current best practices.

Accessory Uses & Structures (ADUs Included)

- **Accessory Dwelling Units (ADUs)**: One ADU allowed by-right on smaller lots, two by-right on larger lots.
- **New**: Size limits accessory structures & ADUs, max of 1 habitable story. Specific setbacks, and placement standards for ADUs to reduce disturbance and promote privacy for neighbors.

Trees: Preservation & Mitigation (Carried Over, Improved)

- Tree survey/preservation and mitigation continue, with targeted amendments recommended by the Parks Director to better define survey requirements, protect heritage trees, right-size credits, invasive removal credits, and coordinate with utilities and site layout.
- Recent adoptions and amendments will be maintained and transferred into one clean Article within the Development Code.

Signs (Simpler, More Flexible, Contextual)

- A shorter, clearer sign code with consolidated categories, consistent measurement rules, and context-sensitive allowances—while maintaining safety and legibility. A new consolidated table from Bastrop's previous Development Code will provide for simpler/quicker review.

What This Means for Property Owners & Builders

- **Familiar format**: Districts + simple tables for setbacks, height, lot size, impervious cover = faster, clearer design and review.
- **Fit-to-context tools**: Contextual front setbacks in established neighborhoods; overlays where special conditions apply.
- **Balanced flexibility**: Conditional Use Permits, Administrative Relief, and parking studies offer tailored solutions without guesswork.
- **Quality by default**: Landscaping, streetscape, trees, lighting, and signage standards raise baseline quality across the city—without forcing a one-size-fits-all urban template everywhere.

Quick Reminders

- **Crosswalk, not a reset**: Your current development stays on track; labels and lookup tables get simpler.
- **Chapter locations**: If adopted, the BDC becomes Chapter 14 (Zoning). Subdivision components currently inside B3 move to Chapter 10 for a clean, two-chapter system: Zoning (what/where/how big) and Subdivision (how land is divided and connected).

In Short

The proposed Bastrop Development Code gives us a clearer, more predictable rulebook that preserves what people love about Bastrop while making room for the housing, jobs, and public spaces we need. It pairs a straightforward Euclidean framework with light form-based tools where they matter most (our downtowns), strengthens safety and resilience (SFHA overlay), and cools and greens the city with practical, water-wise landscaping standards. Processes are simpler but smarter: rezonings are simplified, Administrative Relief provides modest staff-level flexibility, and CUPs add a transparent path for context-sensitive uses. In short, this code is easier to read, easier to administer, and better aligned with our Comprehensive Plan—so good projects can say "yes" faster, and Bastrop's character remains front and center.

Building Bastrop, Better.

Get Involved & Get Help

Contact Development Services

- **Counter**: City Hall, 1311 Chestnut Street, Bastrop, TX 78602. Hours: M–F, 8–4.
- **Phone**: (512)-332-8840 • **Email**: plan@cityofbastrop.org

Attend Public Meetings (in person or live streamed on Facebook)

- **Dates**: Planning & Zoning Commission- February 26, 6 PM. City Council- March 24 & April 14, at 6:30 PM
- **Location**: City Hall, 1311 Chestnut Street, Bastrop, TX 78602 (Verify location on the agenda)
- **Bodies**: City Council, Planning & Zoning Commission, Historic Landmark Commission, etc.
- **Agendas**: https://bastrop-tx.municodemeetings.com/?field_microsite_tid_selective=27

  Livestream/recordings (if available): https://www.facebook.com/bastroptx/

View Agendas & Packets

- Posted at least 3 business days before meetings.
- Link to Agendas: https://bastrop-tx.municodemeetings.com/?field_microsite_tid_selective=27
- **Website**: www.CityofBastrop.org



Tables of Permitted Uses Explanation and the transition from the B3 Code to the Bastrop Development Code

The City of Bastrop is updating its development regulations to improve clarity, predictability, and compatibility between land uses. **A key change** is the transition from the current B3 form-based code to the proposed Bastrop Development Code, which uses a traditional zoning framework with a *Table of Permitted Uses*.

What is a Table of Permitted Uses?

A Table of Permitted Uses is a chart that identifies which land uses are allowed within each zoning district. It is intended to provide a clear, consistent answer to the question: "What uses are permitted on this property?"

Uses in the table are generally labeled as:

- Permitted (P): allowed by right when all applicable standards are met
- Conditional (C): may be allowed through a Conditional Use Permit process, which includes public review and conditions to ensure compatibility
- Not Permitted (NP): not allowed in that zoning district

The use table works alongside other development standards such as building setbacks, parking, landscaping, lighting, and drainage.

How to use the table

1. Identify your property's zoning district on the zoning map.
2. Locate the use category in the Table of Permitted Uses.
3. Read across to your zoning district to determine whether the use is Permitted, Conditional, or Not Permitted.
4. If a use is Conditional, it may still be possible through the Conditional Use Permit process, which allows the City to add conditions to address traffic, noise, buffering, operations, and other compatibility considerations.

What is changing from the B3 Code to the Bastrop Development Code?

B3 (Form-Based Approach):
The B3 code focused primarily on building form and site design. In many areas, it regulated:

- how a building should look (building type, scale, orientation)
- where it should sit on the lot (build-to lines, frontage design)
- how parking should be arranged (often limiting parking in front of buildings)

This approach did not always clearly distinguish which primary uses were intended in each area.

Bastrop Development Code (Use-Based Zoning with Clear Standards):
The proposed code uses a traditional zoning structure and adds a ***Table of Permitted Uses***. This provides clearer guidance on:

- which uses belong in each zoning district, and
- where certain uses may be allowed only with additional review

This change improves predictability for property owners and helps prevent incompatible uses from locating in areas where they are not appropriate.

Practical example: form regulation vs. use regulation

Under B3, a neighborhood area could be regulated primarily by form. For example, the code might require that a structure:

- resembles a house in appearance and scale
- meets build-to line and street-facing design requirements

- places parking behind or to the side, rather than in front

In this scenario, the building could comply with the neighborhood form standards, even if the primary activity inside functioned as a business.

Under the proposed Bastrop Development Code, a single-family zoning district is explicitly intended for residential living as the primary use. Commercial activity is generally limited to no-impact home businesses, meaning the activity remains clearly secondary to the residence and does not alter neighborhood conditions.

In general, no-impact home businesses are those that do not create:

- noticeable increases in traffic or parking demand
- excessive noise, vibration, glare, odors, or late-night activity
- outdoor storage, display, or commercial operations visible from outside

This approach helps ensure that neighborhoods not only maintain a residential appearance, but also function as residential areas.

How the "crosswalk" works from placetypes to zoning districts

The transition is structured as a best-fit translation from B3 placetypes to comparable zoning districts. In general:

- lower-intensity placetypes translate to open space and residential districts
- mixed placetypes translate to mixed-use districts
- core areas translate to commercial districts
- employment areas translate to industrial districts
- civic areas translate to public institutional districts

The goal is **continuity** in the overall land use pattern, with clearer definitions and use standards going forward.

Nonconforming uses: what it means and what it does not mean

A small number of existing uses, particularly certain commercial or industrial activities in sensitive locations, may become nonconforming under the new use table.

Nonconforming does not mean a requirement to stop operating. In general, a lawful nonconforming use may continue, but:

- expansion or intensification may be limited, and
- if the use is discontinued for an extended period, nonconforming status may end

These provisions are common in zoning codes and are intended to balance fairness to existing property owners with long-term compatibility.

If you believe your property may be affected, City staff can assist in determining status and explaining options.

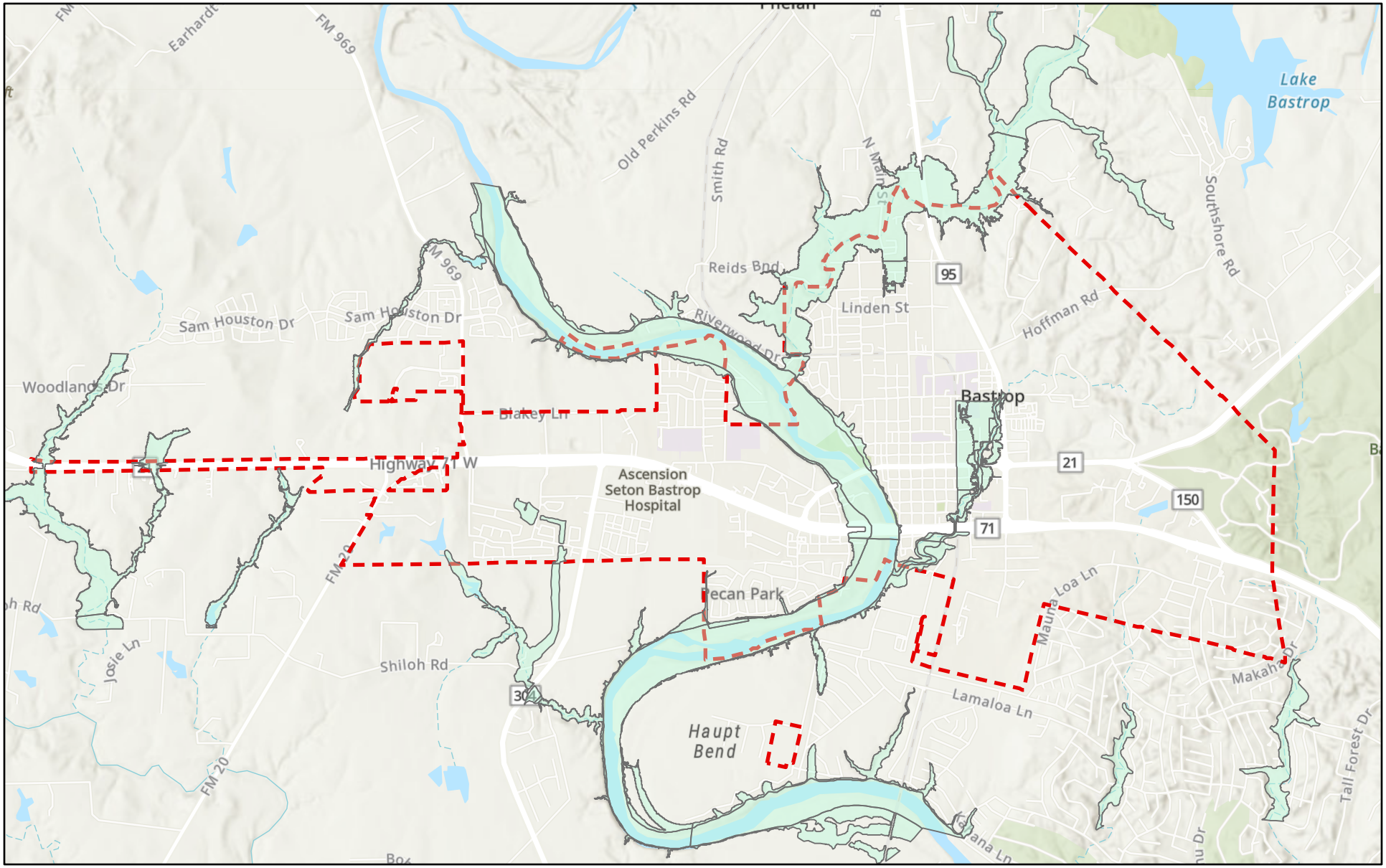
Community benefit

This update is intended to:

- protect neighborhood character and stability
- reduce land use conflicts through clearer rules
- support reinvestment by providing predictability
- ensure new development and redevelopment is compatible with surrounding areas

Most residents will experience little day-to-day change. The primary benefit is a clearer, easier-to-understand system that helps the City manage growth while protecting what makes Bastrop's neighborhoods and districts unique.

Special Flood Hazard Area



2/9/2026

Special Flood Hazard Area

City Limits

World_Hillshade

1:63,918

0 0.47 0.95 1.9 mi

0 0.75 1.5 3 km

Esri, NASA, NGA, USGS, FEMA, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS

Chapter 14

BASTROP DEVELOPMENT CODE

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ARTICLE 14.01 GENERAL PROVISIONS

Sec. 14.01.001 Title, Authority, and Purpose.

A. Title. This ordinance shall be known and cited as the City of Bastrop Development Code (the "Development Code").

B. Authority. This Development Code is adopted pursuant to the City of Bastrop's authority as a Home-Rule Municipality under the Texas Constitution, the Texas Local Government Code (including Chapters 51, 54, 211, 212, and 213), and other applicable state and federal laws.

C. Purpose.

1) The purpose of this Development Code is to establish a comprehensive framework of standards for land use, development, and redevelopment within the City of Bastrop and its extraterritorial jurisdiction.

2) This Code is intended to:

a) Implement the City's Comprehensive Plan and adopted policies;

b) Guide growth in a fiscally sustainable and geographically sensitive manner;

c) Preserve and reflect Bastrop's authentic character and historic development patterns;

d) Provide clear, consistent, and predictable standards for property owners, developers, and the community;

e) Promote environmental stewardship and resilience, including flood mitigation and sustainable land use practices;

f) Ensure high-quality, intentional development that contributes to a strong sense of place, economic vitality, and community identity; and

g) Protect the health, safety, and general welfare of the residents of Bastrop.

Sec. 14.01.002 Applicability and Jurisdiction.

A. Applicability.

1) The provisions of this Development Code shall apply to all land, structures, uses, and development activities within the jurisdiction of the City of Bastrop as described in subsection B.

2) No building, structure, land, or use shall be established, constructed, altered, or maintained unless in compliance with the provisions of this Code and all other applicable City ordinances and regulations.

3) Where conflicts arise between this Code and other ordinances, the more restrictive provision shall govern unless otherwise expressly stated.

B. Jurisdiction.

1) This Development Code applies to all property within the corporate limits of the City of Bastrop.

2) Certain provisions of this Code, as authorized by the Texas Local Government Code, shall also apply within the City's extraterritorial jurisdiction (ETJ), including, but not limited to, subdivision regulation, infrastructure standards, environmental protection, and other provisions expressly authorized by law.
3) The boundaries of the City and its ETJ shall be determined as provided by state law and as may be amended from time to time through annexation, disannexation, or other lawful action.

ARTICLE 14.02 ZONING DISTRICTS

Sec. 14.02.001 Establishment of Zoning Districts.

A. The City of Bastrop is hereby divided into the following zoning districts. Each district is intended to guide land development in a manner consistent with the Comprehensive Plan and the unique character of Bastrop. These districts establish the baseline for permitted uses, development intensity, and design standards.

The zoning districts established in this Code are:

- P/OS – Parks and Open Space
- RR – Rural Residential
- SF-1 – Low Density Single Family Residential
- SF-2 – Medium Density Single Family Residential
- SF-3 – High Density Single Family Residential
- MU – Mixed Use
- GC – General Commercial
- PI – Public Institutional
- IND – Industrial
- PDD – Planned Development Districts

Sec. 14.02.002 Official Zoning Map.

The location and boundaries of zoning districts shall be shown on the Official Zoning Map of the City of Bastrop and incorporated herein by reference as Reference A. The Official Zoning Map shall be maintained by the Development Services Department and is incorporated herein by reference and kept on file with the City Secretary and Development Services Department.

Sec. 14.02.003 District Requirements

A. Parks and Open Space (P/OS)

1) Intent. The P/OS District preserves land for natural areas, greenways, floodplains, public parks, and recreational facilities. It provides areas for conservation, passive and active recreation, and environmental protection while maintaining Bastrop's natural character and sensitive environmental features.
2) Typical Uses: Parks, trails, greenways, floodplain reserves, civic plazas, nature preserves, cemeteries, and limited accessory structures (restrooms, pavilions).
3) Dimensional Standards Chart:

Standard	Requirement
Minimum Lot Size	None
Minimum Lot Width	None
Front Setback	None
Side Setback	None; 15 feet when abutting residential district.
Corner Side Street Setback	None
Rear Setback	None; 15 feet when abutting residential district.
Accessory Structure Setbacks	As listed in Sec. 14.04.006
Maximum Building Height	35 feet
Maximum Impervious Coverage	None; however development must comply with drainage requirements.
Parking Requirements	As determined by the Parks and Recreation Director

B. Rural Residential (RR)

1) Intent. The RR District accommodates very low-density residential and agricultural uses. It preserves Bastrop's rural heritage, maintains open vistas, and provides a transition from natural areas to developed areas, supporting large-lot homesteads, ranching, and agricultural operations.

2) Typical Uses: Single-family dwellings (detached) or duplexes, on large lots, ranching, farming, equestrian uses, and rural community facilities.

3) Dimensional Standards Chart:

Standard	Requirement
Minimum Lot Size	1 acre (43,560 sq. ft.)
Minimum Lot Width	150 feet
Front Setback	50 feet
Side Setback	20 feet
Corner Side Street Setback	20 feet
Rear Setback	50 feet
Accessory Structure Setbacks	As listed in Sec. 14.04.006
Maximum Building Height	35 feet (2.5 stories)
Maximum Impervious Coverage	50%
Parking Requirements	One (1) 10' x 20' parking space per bedroom shall be provided.

C. Residential Single Family – Low Density (SF-1)

1) Intent. A district for detached single-family dwelling on larger lots, offering a spacious, low-intensity residential setting with a suburban-to-rural feel.
2) Typical Uses: Single-family dwellings (detached) and no-impact home-based businesses.
3) Dimensional Standards Chart:

Standard	Requirement
Minimum Lot Size	1/3 acre (14,520 sq. ft.)
Minimum Lot Width	100 feet
Front Setback*	30 feet
Side Setback	10 feet
Corner Side Street Setback	20 feet
Rear Setback	30 feet
Accessory Structure Setbacks	As listed in Sec. 14.04.006
Maximum Building Height	35 feet (2.5 stories)
Maximum Impervious Coverage	50%
Parking Requirements	One (1) 10’ x 20’ parking space per bedroom shall be provided.

*Unless adjusted by an overlay district.

D. Residential Single Family – Medium Density (SF-2)

1) Intent. A district for detached single-family homes on mid-sized lots, reflecting a classic neighborhood pattern with balanced density and everyday livability.
2) Typical Uses: Single-family dwellings (detached) and no-impact home-based businesses.
3) Dimensional Standards Chart:

Standard	Requirement
Minimum Lot Size	7,500 sq. ft.
Minimum Lot Width	75 feet
Front Setback*	25 feet
Side Setback	7.5 feet
Corner Side Street Setback	15 feet
Rear Setback	20 feet
Accessory Structure Setbacks	As listed in Sec. 14.04.006
Maximum Building Height	35 feet (2.5 stories)
Maximum Impervious Coverage	50%

Parking Requirements	One (1) 10’ x 20’ parking space per bedroom shall be provided.

*Unless adjusted by an overlay district.

E. Residential Single Family – High Density (SF-3)

1) Intent. A district for detached single-family dwellings on smaller, more compact lots, supporting a finer-grained neighborhood fabric and efficient use of land while maintaining single-family character.
2) Typical Uses: Single-family dwellings (detached) and no-impact home-based businesses.
3) Dimensional Standards Chart:

Standard	Requirement
Minimum Lot Size	5,000 sq. ft.
Minimum Lot Width	50 feet
Front Setback*	15 feet
Side Setback	5 feet
Corner Side Street Setback	10 feet
Rear Setback	15 feet
Accessory Structure Setbacks	As listed in Sec. 14.04.006
Maximum Building Height	35 feet (2.5 stories)
Maximum Impervious Coverage	50%
Parking Requirements	One (1) 10’ x 20’ parking space per bedroom shall be provided.

*Unless adjusted by an overlay district.

F. Mixed Use (MU)

1) Intent: The MU District is intended to provide a variety of housing types at higher densities while allowing for limited neighborhood-serving commercial uses. This district promotes walkable, compact development that supports efficient infrastructure use and creates opportunities for residents to live, work, and access services within the same community. MU areas are typically located along corridors or at transitions between lower-density residential neighborhoods and more intense commercial or employment districts.
2) Typical Uses: Apartments, townhomes, duplexes, condominiums, senior housing, live/work units, and small-scale neighborhood-serving commercial such as retail, offices, restaurants, and personal services, along with supporting community amenities.
3) Dimensional Standards Chart – General MU Development:
   The following standards apply to all development in the MU District except fee-simple townhomes and duplexes addressed in Subsection 4). These standards apply to apartments, mixed-use buildings, senior

housing, live/work, and non-residential uses, or to larger "parent tracts" on which attached housing is developed under common ownership (e.g., condominiums or rentals).

Standard	Requirement
Minimum Lot Size	1/3 acre (14,520 sq. ft.)
Minimum Lot Width	50 feet
Front Setback*	15 feet
Side Setback	5 feet minimum; 0 feet allowed on shared/party-wall sides within a unified development; 10 feet where abutting RR or SF districts.
Corner Side Street Setback	10 feet
Rear Setback	15 feet
Accessory Structure Setbacks	As listed in Sec. 14.04.006
Maximum Building Height	45 feet (4 stories)
Maximum Impervious Coverage	60%
Parking Requirements	One (1) 10' x 20' parking space per bedroom shall be provided for residential, see Parking Schedule in Section 14.04.004 for commercial off-street parking requirements.

*Unless adjusted by an overlay district.

4) Dimensional Standards Chart – Attached Residential Building Types:
The following standards apply to individually platted fee-simple townhome and duplex lots within the MU District. Where townhomes or duplexes are developed on a larger MU parent tract under single ownership (e.g., condos or rentals), the Director may apply either the general MU standards in Subsection 3) or the attached-residential standards in this Subsection, whichever better fits the development pattern.

a) Townhomes (fee-simple attached single-family).

Standard	Requirement	End/Corner Unit Lot
Minimum Lot Size	2,000 sq. ft.	2,400 sq. ft.
Minimum Lot Width	20 feet	24 feet
Front Setback*	10 feet	
Side Setback	0 feet on shared/common walls; 5 feet on non-attached sides	

Corner Side Street Setback	10 feet	
Rear Setback	10 feet (15 feet when abutting RR or SF districts)	
Accessory Structure Setbacks	As listed in Sec. 14.04.006	
Maximum Building Height	40 feet (3 stories)	
Maximum Impervious Coverage	60%	
Parking Requirements	One (1) 10’ x 20’ parking space per bedroom shall be provided for residential.	
Required Plat Note	Lots under 1/3 acre may only be used for townhomes or duplexes, lots under 4,000 sq. ft. may only be used for townhomes.	

*Unless adjusted by an overlay district.

b) Duplex (two dwelling units on one lot)

Standard	Requirement
Minimum Lot Size	4,000 sq. ft.
Minimum Lot Width	40 feet
Front Setback*	10 feet
Side Setback	5 feet
Corner Side Street Setback	10 feet
Rear Setback	10 feet (15 feet when abutting RR or SF districts)
Accessory Structure Setbacks	As listed in Sec. 14.04.006
Maximum Building Height	40 feet (3 stories)
Maximum Impervious Coverage	60%
Parking Requirements	One (1) 10’ x 20’ parking space per bedroom shall be provided for residential.
Required Plat Note	Lots under 1/3 acre may only be used for townhomes or duplexes, lots under 4,000 sq. ft. may only be used for townhomes.

*Unless adjusted by an overlay district.

G. General Commercial (GC)

1) Intent. The GC District provides for commercial, retail, office, and mixed-use development. It is intended to concentrate higher-intensity commercial activity in Bastrop's downtown, corridors, and regional centers.
2) Typical Uses: Retail stores, restaurants, offices, personal and professional services, auto sales and service, hotels/motels, and similar commercial uses that serve both local and regional customers.
3) Dimensional Standards Chart

Standard	Requirement
Minimum Lot Size	¼ acre (10,890 sq. ft.)
Minimum Lot Width	75 feet
Front Setback*	20 feet
Side Setback	5 feet
Corner Side Street Setback	10 feet
Rear Setback	20 feet
Accessory Structure Setbacks	As listed in Sec. 14.04.006
Maximum Building Height	55 feet (5 stories)
Maximum Impervious Coverage	65%
Parking Requirements	See Parking Schedule in Section 14.04.004 for commercial off-street parking requirements.

*Unless adjusted by an overlay district.

H. Public Institutional (PI)

1) Intent. The PI District is reserved for civic, public, and institutional uses that serve the community.
2) Typical Uses: Schools, libraries, community centers, government buildings, and public safety facilities.
3) Dimensional Standards Chart

Standard	Requirement
Minimum Lot Size	1 acre
Minimum Lot Width	100 feet
Front Setback*	25 feet (may be reduced to 10 feet for urban frontage, provided fire access and pedestrian circulation are maintained).
Side Setback	15 feet
Corner Side Street Setback	20 feet

Rear Setback	20 feet
Accessory Structure Setbacks	As listed in Sec. 14.04.006
Maximum Building Height	55 feet (5 stories)
Maximum Impervious Coverage	65%
Parking Requirements	See Parking Schedule in Section 14.04.004 for commercial off-street parking requirements.

*Unless adjusted by an overlay district.

I. Industrial (IND)

1) Intent. The IND District provides locations for industrial and employment-generating uses that require larger sites, access to major transportation routes, and separation from residential neighborhoods.
2) Typical Uses: Warehousing, light and heavy industrial uses, logistics, distribution, manufacturing, and supporting offices.
3) Dimensional Standards Chart

Standard	Requirement
Minimum Lot Size	2.5 acres
Minimum Lot Width	100 feet
Front Setback*	25 feet
Side Setback	20 feet (40 feet when abutting a residential district)
Corner Side Street Setback	20 feet
Rear Setback	25 feet (40 feet when abutting a residential district)
Accessory Structure Setbacks	As listed in Sec. 14.04.006
Maximum Building Height	60 feet (5 stories)
Maximum Impervious Coverage	65%
Parking Requirements	See Parking Schedule in Section 14.04.004 for commercial off-street parking requirements.

*Unless adjusted by an overlay district.

J. Planned Development District (PDD)

1) Purpose and Nature of District.
    a) Purpose. The Planned Development District (PD/PDD) is a legislative zoning district intended to allow integrated, creative development with equal or superior outcomes relative to base zoning, while protecting adjacent areas and natural resources.

b) Legislative Nature. A PDD is established by ordinance. It is not a contract and does not bind future legislative action. Any companion development agreement, if used, is a separate instrument and may not substitute for or conflict with this ordinance.

c) Plan Consistency. Council may approve a PDD only upon finding it is in accordance with the Comprehensive Plan and advances the public health, safety, and welfare.

d) District Framework. Each PDD is a freestanding zoning district that (i) adopts a PD Master Plan and (ii) adopts a Development Standards Matrix regulating uses and form. Where the PDD is silent, the referenced base district applies.

2) Minimum Standards.

a) Standards by ordinance. Standards are adopted by ordinance via the PD Master Plan and Development Standards Matrix. Where not modified, the referenced base district and this Code apply.

b) Land use.

(1) Uses. An application for a PD district shall specify the use or the combination of uses proposed, particularly if any of the proposed uses are not allowed by right in the base zoning district.

(2) Base district. In the PD district, uses shall conform to the standards and regulations of the base zoning district to which it is most similar. The particular base zoning district must be stated in the granting ordinance.

(3) Modifications. All applications to the City shall list all requested modifications/deviations from base standards set forth throughout the Development Code (applications without this list will be considered incomplete).

(4) Location. The location of all authorized uses shall be consistent with the PD master plan and the PD site plan.

(5) Residential uses. Residential dimensional and design standards shall be as set in the Development Standards Matrix.

(6) Density. Maximum density and minimum lot size are established in the Development Standards Matrix. Densities higher than those allowed within the base zoning district shall be tied to a public benefit, such as increased or improved open space, parkland, landscaping, amenities, etc. and be shown on the PD Master Plan.

(7) Drainage. Drainage features shall be integrated into the site design and comply with the City's Stormwater Drainage Design Manual; nature-based practices are encouraged where feasible.

c) Open space standards.

(1) Public or private. All Planned Development Districts (PDDs) shall be subject to the City's adopted Parkland Dedication requirements and Park Enrichment Fund contributions as

outlined in Chapter 10 of the Code of Ordinances. In addition to meeting Parkland Dedication requirements, each PDD must meet required on-site landscaping and open space criteria as specified in Article 14.05, which shall be privately maintained and managed by a Homeowners' Association or similar permanent agency.

(a) Landscaping and open space requirements may be reduced if equal or better performance and public benefit is achieved through superior amenities, additional public parkland dedication and/or improvements, or the use of green infrastructure.

(2) Preservation of natural features. Unless otherwise provided by the PD ordinance or PD master plan:

(a) Floodplain areas shall be preserved and maintained as open space; and

(b) Significant stands of native trees shall be preserved and protected from destruction or alteration pursuant to a tree preservation plan submitted to the City by the applicant.

(3) Open space allocation and preservation. Open space requirements shall be satisfied for each phase of a multiphase development. If open space is not to be provided proportionally, the applicant must execute a reservation of open space in a form that will ensure the City that such open space will be provided. The City may require that all open space within the PD district be provided prior to completion of development within the PD district. Parkland Dedication and any associated park improvements shall be included in the first phase of the development.

d) Height regulations. Unless otherwise provided by the PD ordinance, height regulations for uses shall be those established within the City's zoning regulations for the base zoning district.

e) Area regulations. Unless otherwise provided by the PD ordinance, area regulations for uses shall be those established within the City's zoning regulations for the base zoning district. The minimum allowable size for a PDD shall be five (5) acres.

(1) Small Site Exception: A PD may be established on a minimum site acreage of 1 acre for infill development or constrained sites if:

(a) The PDD establishes superior outcomes compared to base zoning as far as design, open space, connectivity, or infrastructure, and;

(b) Meets compatibility/transition and connectivity standards. City Council must find the PDD delivers equal or superior outcomes versus base zoning.

3) PD Master Plan

a) Mandatory. The PD master plan is a mandatory step in the creation of a PD district. It establishes general guidelines for the PD district by identifying the proposed land uses and intensities, building locations, building footprints, thoroughfare locations, and open space boundaries, including any

proposed public trail systems. The PD master plan, as incorporated in the PD ordinance and together with the text of the ordinance, establishes the development standards for the PD district.

b) Compliance with approved plans. Except as otherwise provided by the City's subdivision regulations, no development shall begin and no building permit shall be issued for any land within a PD district until a PD site plan that is substantially consistent with the PD master plan has been approved. Each PD district shall be developed, used, and maintained in compliance with the approved PD master plan, and subsequently conforming site plans, for the PD district, pursuant to the City's site development requirements within this Development Code.

c) Required Findings for Approval. Council may approve a PDD only if it finds:
   (1) The PDD is in accordance with the Comprehensive Plan;
   (2) The PDD will achieve equal or superior outcomes to base zoning for at least three of the following: site design, connectivity, open space, tree preservation, housing variety/attainability, infrastructure phasing, or environmental performance;
   (3) Adequate public facilities will be available per adopted standards; and
   (4) The PD Master Plan and Development Standards Matrix are clear and enforceable.

d) Establishment of District.
   (1) Zoning amendment. The procedures for establishing a PD district shall be as for any other type of zoning request, except that more information is typically needed along with the request, and a master plan shall be submitted along with the request.
   (2) Application. An application for the establishment of a PD district shall be submitted in accordance with this article. The application shall include:
      (a) A PD master plan;
      (b) A list of proposed PD district development standards;
      (c) Identification of a zoning district, if any, which shall apply to the extent not otherwise provided by the PD master plan or by the proposed PD district development standards;
      (d) A master plan informational statement: and
      (e) A traffic impact analysis, as required or waived by the Director per the City's adopted TIA policy.

e) Governing regulations. Except to the extent provided by the PD master plan and the PD ordinance, development within the PD district shall be governed by all of the ordinances, rules, and regulations of the City in effect at the time of such development, including the standards of the zoning district identified in the application.

f) Conflict. Conflicts are governed by the order of control in Subsection g)(2).

g) PD master plan requirements.

(1) Submission and Processing. A PD Master Plan and a Development Standards Matrix shall be submitted with the PD zoning application and reviewed by the Development Review Committee (DRC). If the PD is approved, both documents are adopted by reference and made part of the PD ordinance.

(2) Development Standards and Order of Control. The Development Standards Matrix lists permitted/conditional uses and all modifications to base standards (e.g., modifications to base zoning standards; density/intensity; lot/building dimensions; setbacks/build-to; height; coverage/impervious; landscaping/buffers/tree preservation; lighting; screening/fencing; parking/loading; signage; open space/parkland; drainage/stormwater; utilities; street/alley cross-sections; block/lotting/connectivity; architectural/massing if applicable; and any phasing triggers or conditions). Accompanying graphics are illustrative unless expressly labeled "Regulatory." If a conflict exists, the PD ordinance controls, then the Development Standards Matrix, then any Regulatory graphics. Where the PD ordinance is silent, the referenced base district and this Code apply. The Director may waive submittal-format items for completeness (e.g., file type, sheet size, minor labels) but not substantive content; substantive changes require a PD amendment by City Council.

(3) Information Statement (Non-Regulatory). A PD application shall include a brief narrative addressing:

(a) Consistency with the Comprehensive Plan;

(b) Total acreage;

(c) A conceptual phasing narrative (sequence of development and backbone improvements); and

(d) An aerial image delineating PD boundaries.

h) Master plan amendment.

(1) Major Amendment (rezoning required): any change that (i) adds a new use category or an increase in intensity of use; (ii) increases total dwelling units or nonresidential floor area by >10%; (iii) relocates a thoroughfare, removes a collector connection, or reduces block connectivity; (iv) reduces total open space by >10% or changes required park location/type; or (v) expands PD boundaries.

(2) Minor Modification (administrative—Director): adjustments to envelopes, lotting, or phasing that do not meet Major thresholds and maintain approval findings. The Director may refer a request to P&Z/Council.

4) Master Plan Adoption as Zoning Regulations. The PD Master Plan, including any regulating plan, development standards matrix, conditions of approval, and related exhibits approved with the Planned Development District (PDD) ordinance, is adopted as part of the zoning regulations applicable to the PDD.

a) Continuation. The PD Master Plan shall remain in full force and effect concurrently with the PDD zoning district and shall govern the development and use of all property within the PDD unless and until the PD Master Plan or the PDD is amended, superseded, or repealed by ordinance in accordance with this Code.

5) Contents and format of master plan.

a) Objective. Provide sufficient information for infrastructure planning and to demonstrate superior outcomes while allowing flexibility.

b) Scale. No smaller than 1" = 200'.

c) Contents.

(1) Boundary of the proposed area.

(2) A scaled drawing showing types and location of proposed uses.

(3) Thoroughfares and preliminary lot arrangements.

(4) A sketch drawing that shows the size, type and location of buildings and building sites, access, density, building height, fire lanes, screening, parking areas, landscaped areas, and project scheduling.

(5) Physical features of the site including a scaled drawing showing major existing vegetation, natural water courses, creeks or bodies of water and an analysis of planned changes in such natural features as a result of the development. This shall include a delineation of any flood prone areas.

(6) Any existing thoroughfares and easements.

(7) Location of proposed public open spaces.

(8) The points of ingress and egress from existing and proposed streets.

(9) A landscape plan showing turf areas, screening walls, ornamental planting, wooded areas to be preserved, and trees to be planted. The landscape plan should provide types of plantings to be used and give a general landscape design scheme for the development.

(10) A conceptual infrastructure plan showing the location of any existing or proposed utilities needed to adequately serve the development.

(11) Architectural drawings showing elevations and architectural style to be used throughout the development.

(12) A parks and trails plan showing any proposed parks, trails, hardscape, playscape, water feature or any other proposed improvements to any civic or open space.

(13) A Conceptual Drainage Plan as required by Appendix A of the City of Bastrop Stormwater Drainage Design Manual.

(14) Cover Sheet (title block, professionals, scales, north, date, gross/net acreage, legal description).

(15) Vicinity Map (City/ETJ context and roadway network).

(16) Land Use Plan (use areas; residential ranges; nonresidential intensity; mixed-use areas; approximate units/lot counts by phase).

(17) Circulation Plan (thoroughfares/collectors; internal street/block framework; alleys if used; trails/sidewalks; access points; median openings/turn-lane concept and opposite-side coordination).

(18) A Preliminary Tree Survey as required by Article 14.06 and Tree Preservation Framework (preservation focus areas and construction-phase protection approach; detailed surveys due at land disturbance).

(19) Development Standards Matrix (Regulating Table).

(a) The Development Standards Matrix shall include, at a minimum, the permitted and conditional uses, number of lots, density, minimum lot size, minimum lot width, maximum building height, building setbacks, parking/loading counts or parking ratios, maximum impervious cover, open space, usable open space, public parkland dedication, landscaping percentage or counts, signage, screening/fencing, block lengths, and architectural/massing if applicable.

(20) Street & Edge Cross-Sections (Typicals). Internal sections and edge treatments/buffers along sensitive adjacencies.

(21) Phasing Plan (sequence of plats/site plans; backbone infrastructure; parks/open-space delivery; triggers for off-site improvements).

(22) Supporting Narrative (how the PDD implements the Comprehensive Plan and meets equal/superior outcomes; where base standards are replaced or supplemented).

(23) Impact Studies (as required) per City determination (TIA, utilities, environmental).

(24) Digital Submittals (PDF + GIS/CAD suitable for mapping adopted PD boundaries/land-use areas).

6) Submission and Review Process.

a) Submission of complete application.

(1) For the purpose of this article, the “official submission date” shall be the date upon which a complete application for approval of a PD, that contains all elements and information required by this article, is first submitted to the Director. No application shall be deemed officially submitted until the Director determines that the application is administratively complete and a fee receipt is issued by the City.

(2) PD master plan applications that do not include all required information and materials will be considered incomplete, shall not be accepted for official submission by the Director, and shall not be scheduled on a P&Z agenda until the proper information is provided to City staff.

7) Additional Information. The City's staff may require information and data other than that set out in this section for specific PD master plans. This information may include but is not limited to: geologic information, water yields, flood data and hydrological studies, environmental information, traffic impact analysis, road capacities, market information, historic structure(s) and/or land, economic data for the proposed development. hours of operation, elevations and perspective drawings, lighting, and similar information. Approval of a PD may establish conditions for construction based upon such information.
8) Principles and standards for review.
    a) The following criteria have been set forth as a guide for evaluating the adequacy of proposed development within the City, and to ensure that all developments are, to the best extent possible, constructed according to the City's codes and ordinances.
    b) The Director shall review the PD for compliance with all applicable City ordinances and with the Comprehensive Plan; for harmony with surrounding uses and with long-range plans for the future development of the City; for the promotion of the health, safety, order, efficiency, and economy of the City; and for the maintenance of property values and the general welfare.
    c) PD review and evaluation by the Director shall be performed with respect to the following:
        (a) The plan's compliance with all provisions of the zoning ordinance and other ordinances of the City.
        (b) The impact of the development relating to the preservation of existing natural resources on the site and the impact on the natural resources of the surrounding properties and neighborhood.
        (c) The relationship of the development to adjacent uses in terms of harmonious design, facade treatment, setbacks, building materials, maintenance of property values, and any possible negative impacts.
        (d) The provision of a safe and efficient vehicular and pedestrian circulation system.
        (e) The general design and location of off-street parking and loading facilities to ensure that all such spaces are usable and are safely and conveniently arranged.
        (f) The sufficient width and suitable grade and location of streets designed to accommodate prospective traffic and to provide access for firefighting and emergency equipment to buildings.
        (g) The coordination of streets so as to arrange a convenient system consistent with the transportation plan of the City.
        (h) The use of landscaping and screening to provide adequate buffers to shield lights, noise, movement, or activities from adjacent properties when necessary, and to complement and integrate the design and location of buildings into the overall site design.

(i) Exterior lighting to ensure safe movement and for security purposes, which shall be arranged so as to minimize glare and reflection upon adjacent properties.

(j) The location, size, accessibility, and configuration of open space areas to ensure that such areas are suitable for intended recreation and conservation uses.

(k) Protection and conservation of soils from erosion by wind or water or from excavation or grading.

(l) Protection and conservation of watercourses and areas subject to flooding.

(m) The adequacy of water, drainage, sewerage facilities, solid waste disposal, and other utilities necessary for essential services to residents and occupants.

(n) Consistency with the Comprehensive Plan.

9) Approval Process.

a) Pre-application conference. The applicant(s) shall consult with the Director of Planning and Development and/or other designated administrative officers before preparing a PD Master Plan application in order to save time and money, and to avoid potential unnecessary delays.

b) Prior to formal application for approval of any PD. the applicant(s) shall request and attend a pre-application conference with the Director of Development Services, and any other pertinent City official(s) in order to become familiar with the City's development regulations and the development process.

c) City staff review. Upon official submission of a complete application for PD approval, the City shall commence technical review of the development proposal by forwarding a copy of the application to the Director of Planning and Development and the Development Review Committee (DRC). Development review team members shall review the application and shall ascertain its compliance with these and other applicable City regulations.

d) Supplementation and corrections. Following City staff review of the plan and supporting documents, discussions with the applicant on any revisions deemed advisable, and the kind and extent of improvements to be installed, the applicant shall resubmit additional copies of the corrected or supplemented plan to the Director within 60 calendar days following the date on which the applicant received official notification of the completion of the review by the DRC.

e) DRC Recommendation. Prior to consideration by the P&Z or City Council, all PD proposals must be reviewed by the DRC. The Director may forward a PD proposal to the P&Z and Council with or without a recommendation.

f) Action by P&Z/City Council.

(1) The P&Z shall review the PD application and shall recommend approval, approval subject to certain conditions, or disapproval of the PDD.

(2) The City Council shall consider the PD application at a public meeting following receipt of a determination by the P&Z. The City Council may also, where appropriate, remand the PD application back to the P&Z for reconsideration if it believes that there is a compelling reason to do so, such as the introduction of significant new facts or testimony.

10) Public hearing and notice.
    a) Hearings. The P&Z shall hold a public hearing and forward a recommendation to the City Council. The City Council shall hold a public hearing prior to adoption.
    b) Published and website notice (Council). Notice of the Council hearing must be published in the official newspaper and on the City website at least 15 days prior to the hearing.
    c) Mailed notice (P&Z). Mailed notice of the P&Z hearing shall be sent by regular mail to owners within 500 feet (City policy exceeding the state minimum 200 feet) at least 10 days prior to the hearing.
    d) Posted sign (home-rule). A zoning notice sign, at least 24”×48”, shall be posted beginning not later than the 10th day before the P&Z hearing and remain until final Council action, consistent with LGC §211.0073. The applicant shall provide, install, and maintain the sign unless the City elects otherwise.
    e) Protests. Protests and voting thresholds shall follow LGC §211.0061. If a qualifying protest is filed, approval requires the vote specified by state law as amended.
11) Administrative fees. The City shall impose its standard fees for the negotiation, preparation and implementation of PDDs. These fees shall be established by the City Council in accordance with the City's fee schedule. The City may also recoup from applicants any out-of-pocket expenses related to professional services the City requires in order to design the PDD and related instruments. Third-party review costs (e.g., traffic, drainage, fiscal analysis) attributable to the application may be billed to the applicant.
12) Vesting. Vesting is determined under Local Government Code Chapter 245.

Sec. 14.02.004 Development Patterns.

A. Purpose. The City of Bastrop establishes optional development patterns to provide alternative methods of meeting the intent of the base zoning districts, to preserve significant natural features, and to create walkable, mixed-housing neighborhoods consistent with the Comprehensive Plan.

B. Applicability and Election.
    1. Election at Time of Plat.
        a) A development pattern may be elected only in conjunction with a preliminary plat for the subject property. A site development plan may not establish, rescind, or change a development pattern.
        b) Final Plat Notation. If a development pattern is elected, the final plat shall include:

(1) a note stating that the subdivision is subject to the elected development pattern in Sec. 14.02.004 and that all development within the platted area shall comply with those standards; and

(2) labels for all open space, parkland, and other tracts required by the elected pattern, with any limitations on use or further subdivision clearly noted.

2. Binding Effect.
   a) Upon recordation of a plat electing a development pattern, the elected pattern shall govern all subsequent development approvals, including site development plans, building permits, and replats, for lots within the platted area.
   b) The City shall not approve any site development plan, building permit, or replat that would result in noncompliance with the elected pattern, unless the pattern is rescinded or modified through a replat or other plat amendment approved under the same level of review and public process as the original plat electing the pattern.
3. Consistency of Site Development Plans. Any site development plan for property within a subdivision that has elected a development pattern shall demonstrate compliance with the applicable standards in this Section and with all notes, easements, and tract limitations shown on the recorded plat.
4. Other Applicable Standards. Development using a pattern shall comply with all other applicable provisions of this Chapter, the Bastrop Code of Ordinances (including Chapter 10, Parks and Recreation), the City of Bastrop Drainage Manual, and all adopted technical criteria, except where a conflict is expressly resolved in favor of the development pattern standards.

C. Clustered Land Development (CLD) Pattern.
1. Intent. The CLD pattern is intended to preserve significant natural features—such as creeks, floodplains, and mature tree stands—by clustering development onto smaller lots while providing permanent common open space.
2. Where Allowed. The CLD Development Pattern is permitted in RR, SF-1, and SF-2 zoning districts.
3. Minimum Site Area. A CLD shall consist of a minimum of twenty (20) acres of contiguous land under unified control at the time of plat approval.
4. Open Space Requirements.
   a) Minimum Open Space. At least forty percent (40%) of the gross site area shall be preserved as open space.
   b) Relation to Parkland Dedication.
      (1) Open space provided under this pattern shall be used to satisfy parkland dedication requirements as adopted by ordinance in Chapter 10 of the Bastrop Code of Ordinances. Open space intended to satisfy public parkland requirements shall be permanently dedicated to the City as Parks and Open Space in accordance with Chapter 10.

(2) All public parkland tracts required under Chapter 10 and this Section shall be transferred to the City of Bastrop upon plat recordation, consistent with Chapter 10.

(3) Floodplains and/or drainage easements may only be included within the dedicated public parkland to the extent allowed by the Public Parkland Ordinance in Chapter 10.

(4) If the required forty percent (40%) open space exceeds the minimum public parkland dedication required by Chapter 10:

(a) The applicant may dedicate the additional open space to the City as public parkland, subject to City acceptance; or

(b) The additional open space may be set aside and permanently protected through an irrevocable conservation easement or other legal mechanism approved by the City Council and in a form acceptable to the City Attorney.

5. Lot Size and Dimensional Standards.

a) Maximum Residential Density. The total number of dwelling units within a CLD shall not exceed the maximum residential density permitted by the underlying base zoning district.

b) Dimensional Requirements:

(1) Lot Size. Residential lot sizes may be reduced below the base district minimums where the CLD pattern is elected, so long as the CLD complies with the maximum residential density in subsection (A) and all applicable health, safety, and utility standards. The minimum lot area for each residential lot within a CLD shall be as shown on the approved plats.

(2) Lot Width. 40’ minimum, unless otherwise shown on the approved plats.

(3) Setbacks and Building Separation. Setbacks may differ from the base zoning district standards and shall be as shown on the approved plat. In all cases, buildings shall maintain at least the minimum separation required by adopted building and fire codes.

(4) Building Height. Building height within a CLD shall not exceed the maximum height allowed in the underlying base zoning district.

(5) Maximum Impervious Coverage. The total impervious coverage for all lots and tracts within a CLD shall not exceed the maximum impervious coverage allowed by the underlying base zoning district.

(a) Individual lots may exceed the conventional lot-level impervious limits of the base district if the CLD, in the aggregate, remains at or below the district maximum and all stormwater, drainage, and water quality requirements are met, and a Master Final Drainage Plan is approved by the City for the development as a whole.

c) Connectivity and Access. Streets, blocks, and pedestrian facilities within a CLD shall comply with the City’s access and connectivity standards in Article 14.04. CLD developments shall provide pedestrian connections to:

(1) all required open space and public parkland; and

(2) existing or planned sidewalks, trails, or public streets in adjacent areas, to the maximum extent practicable.

d) Ownership and Maintenance of Open Space. Open space not dedicated to and accepted by the City shall be:

(1) owned and maintained by an HOA, condominium association, land trust, or similar entity with mandatory membership; or

(2) protected and maintained under a recorded conservation easement or similar instrument held by a land trust or other approved entity.

(3) Maintenance responsibilities for all non-City open space shall be set out in recorded covenants or similar documents, subject to City review for consistency with this Section before plat recordation.

D. Traditional Neighborhood Development (TND) Pattern.

1. Reserved

Sec. 14.02.005 Restrictions on Dwellings

A. Applicability. The regulations set forth in this Section shall apply to all land, buildings and structures in any Zoning District that permits residential dwellings.

B. Restrictions on dwellings.

1. As used in this section, "resident" and "residents" shall mean a person or persons who primarily lives, sleeps, and maintains possessions in the dwelling, or for which rent is paid for the person's use or occupancy, whether pursuant to a lease agreement, month-to-month tenancy or other agreement.
2. The number of residents in a dwelling, regardless of relationship by blood, marriage, or adoption, may not exceed the lowest number of residents derived from the following with any resulting fraction for the number of residents being rounded down:
    a. The total gross square footage of air-conditioned space in the dwelling divided by 300 square feet;
    b. The number of areas in the dwelling intended as sleeping quarters meeting the requirements of minimum room areas as defined by the most recent International Residential Code adopted by the city and having at least one attached closet, multiplied by two;
    c. A maximum of ten residents.
3. Each person who enters into a lease or other contract that authorizes or provides for residence or occupancy of a dwelling proscribed by subsections (2)(a) and (c), including an owner of the affected property, shall be deemed to have violated the restriction on use applicable to a residential zoning district.

4. An owner or sub-lessor of a dwelling who enters into an oral or written lease or other agreement (directly or through an agent) that authorizes or permits a residency or occupancy of a dwelling in violation of this section shall be guilty of an unauthorized occupancy of a dwelling when such a residency or occupancy actually occurs.

C. Prohibited uses.

1. All uses not expressly permitted or authorized in the residential district by this article are prohibited. By way of example, but not in limitation, the following are prohibited:
    a. Storage or accumulation within the public view of any salvage materials, discarded material, compost piles, lumber, waste products or scrap material, debris or junk;
    b. Parking or storing any regulated vehicle;
    c. Any use that constitutes a nuisance by reason of dust, noise, glare or other conditions that are offensive or detrimental to other property in a residential district or the occupants of that property;
    d. The display within the public view of any products, materials, motor vehicles, equipment or other personal property for sale, lease, rent, trade, exchange or other disposition, except in connection with a garage or yard sale conducted by the resident of the home where such goods are displayed and provided that any such garage or yard sale is neither conducted for more than two consecutive days nor held more frequently than four times on any lot in any calendar year.
    e. The display within the public view of any signs, except as permitted under the City's Sign Ordinance; and
    f. The rental of any residential amenity including, but not limited to, any feature of a residential dwelling, or place, except where the amenity is included as part of the rental of a dwelling for longer than 30 days.
2. Notwithstanding anything to the contrary within Sec. 14.02.008, the following are permitted uses in a residential zoning district:
    a. Storage of construction debris and construction materials generated or stored in connection with activity authorized by a valid building or demolition permit issued by the building official, subject to all regulations and restrictions applicable to the issuance of such permit; for the avoidance of doubt, upon the expiration, revocation, or suspension of a building permit, materials and debris must be removed from the property;
    b. Parking or storing a regulated vehicle on a lawfully installed driveway.
    c. Parking or storing a recreational vehicle on a lawfully installed driveway
    d. Parking or storing a vehicle other than a regulated vehicle in any yard within public view, is permitted if the vehicle:
        (1) Is on a lawfully installed driveway;

(2) Is operable; and

(3) Bears such indicia of a current and valid registration, inspection, and license as may be required by applicable law for operation or transport on a public street.

3. Definitions. The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Recreational vehicle means a vehicular type unit primarily designed as temporary living quarters for recreational camping or travel use that either has its own mode of power or is mounted on or towed by another vehicle and is for personal use.

Regulated vehicle means any motor vehicle, camper, trailer, recreational vehicle, or boat, other than a conventional passenger vehicle, motorcycle, golf cart, or NEV.

Sec. 14.02.006 Contextual Neighborhood Setback Adjustment

A. Contextual Neighborhood Setback Adjustment

1. Applicability: Optional alternative to the base zoning district setback, applying to principal buildings fronting a local or collector street; applies to front setback and, on corner lots, the street-side setback.
2. Measurement:
   a) "Blockface" = all lots fronting the same street between intersecting streets.
   b) Use the two nearest developed lots on the same blockface to the left and the two nearest developed lots on the same blockface to the right of the subject lot to determine reference setbacks (wall plane only, excluding permitted encroachments).
   c) If fewer than two developed lots exist on either the left or right side of the subject lot, use the next nearest developed lot(s) on the same blockface on that side until two developed lots are identified; establish the reference setback using the developed lots available on each side.
   d) If fewer than four developed lots exist on the same blockface (two to the left and two to the right), the Director may use the nearest developed lots within 500 feet of the subject lot to establish the reference setback. If fewer than two developed lots are available within 500 feet, the base district setback applies.
3. Contextual Setback: simple average of reference setbacks, rounded to nearest whole foot. The DRC may allow ±2 feet to align modules or avoid utilities.
4. Limits: Does not authorize encroachments into visibility triangles, easements, drainage/flood setbacks, buffers, or critical root zones; permitted projections (porches, stoops, awnings) are measured from the contextual line per this Code.

Sec. 14.02.007 Highway Corridor Setbacks

A. Purpose. The purpose of the Highway Corridor Setback is to reserve additional depth along state highway frontages under the jurisdiction of the Texas Department of Transportation (TxDOT) to accommodate potential future roadway expansion, utility relocation, and related public improvements, while allowing limited low-impact site features.

B. Applicability.

1. This section applies to all lots and tracts that have frontage on a roadway under TxDOT jurisdiction within the City limits and ETJ, except Chestnut Street, which is regulated by a separate corridor standard.

2. The standards of this section apply in addition to the standards of the underlying zoning district and any applicable overlay district. Where conflicts occur, the more restrictive standard shall apply.

C. Required Setback.

1. A minimum 30-foot Highway Corridor Setback shall be provided from the property line that abuts a TxDOT right-of-way.

2. The Highway Corridor Setback shall be measured perpendicular from the property line adjoining the TxDOT right-of-way along the full width of the lot frontage.

D. Prohibited Improvements.

1. No permanent structure shall be erected or constructed within the required Highway Corridor Setback.

2. The following items are specifically prohibited within the required Highway Corridor Setback:

a) Permanent structures of any type with a fixed foundation

b) Buildings

c) Houses or dwelling units

d) Manufactured homes or HUD-code manufactured housing

e) Drainage detention or retention ponds or basins

f) Septic tanks or on-site wastewater disposal systems

g) Fuel or gas pumps and related pump islands

h) Underground storage tanks

i) Required off-street parking spaces and required accessible parking spaces

j) Vehicle charging stations

k) Required loading spaces

l) Any other site improvements that, in the opinion of the City Engineer or Building Official, would materially impede future roadway or right-of-way expansion.

E. Allowed Uses and Improvements.

1. The following uses and improvements may be located within the Highway Corridor Setback, subject to all other applicable standards of this Code:

a) Landscaping, irrigation systems, and open space

b) Monument, pole, or multi-tenant signs permitted by the Sign Regulations

c) Sidewalks, multi-use trails, and pedestrian amenities (benches, furnishings)

d) Driveway connections, access drives, and turn lanes approved by the City and TxDOT

e) Public or private utilities and utility easements, excluding prohibited tanks and septic systems listed in subsection D

f) Stormwater conveyance features (e.g., swales, ditches, inlets, and piping) that do not function as detention or retention basins

g) Overflow or surplus parking spaces that are not counted toward the minimum off-street parking requirement and that can be readily removed or reconfigured in the future

h) Fences, walls, and screening that can be removed or relocated without substantial structural demolition.

2. The City may require an applicant to demonstrate, as part of site plan review, that any improvements proposed within the Highway Corridor Setback can be reasonably removed or modified in the event of future TxDOT right-of-way acquisition or roadway widening.

F. Plat and Site Plan Notation. All subdivision plats and site development plans for property subject to this section shall clearly show and label the "Highway Corridor Setback – 30 feet" along the TxDOT frontage, and shall note the restrictions on permanent structures within the setback.

Sec. 14.02.008 Table of Permitted Uses.

A. Purpose. The Table of Permitted Uses establishes the allowed land uses within each zoning district. The table provides a clear and predictable framework for property owners, developers, and the public by identifying which uses are permitted by right, which require additional review, and which are prohibited. This section is

intended to ensure compatibility between land uses, protect community character, and promote orderly growth consistent with the City's Comprehensive Plan.

B. Legend.

P = Permitted by right

C = Conditional Use (requires Planning and Zoning Commission and City Council approval)

NP = Not Permitted

C. District Abbreviations. SF = SF-1, SF-2, and SF-3.

D. Table of Permitted Uses.

Primary Residential Uses

Use	**P/OS**	**RR**	**SF**	**MU**	**GC**	**PI**	**IND**
Single-Family Dwelling Detached	NP	P	P	P	NP	NP	NP
Single-Family Dwelling Attached (Townhome)	NP	NP	NP	P	NP	NP	NP
Duplex	NP	P	C	P	NP	NP	NP
Multiple-Family Dwelling (Apartment)	NP	NP	NP	P	C	NP	NP
Patio Home / Zero Lot Line	NP	NP	NP	P	NP	NP	NP
Manufactured Homes	NP	P	C	NP	NP	NP	NP
Modular Home	NP	P	P	P	NP	NP	NP
Barndominium	NP	P	C	C	NP	NP	NP
Bed and Breakfast	NP	C	C	P	C	NP	NP
Hotel/Motel	NP	NP	NP	C	P	NP	C
Manufactured Home Park	NP	C	NP	NP	NP	NP	NP
Live/Work Unit	NP	NP	NP	P	C	NP	NP
Community Home	P	P	C	P	C	P	NP
Boarding / Rooming House	NP	NP	C	P	C	NP	NP
Housing for Elderly/Senior	NP	NP	C	P	C	NP	NP

Recreational Vehicles (RV's)	NP	NP	NP	NP	NP	NP	NP

Accessory & Incidental Uses

Use	P/OS	RR	SF	MU	GC	PI	IND
Accessory Structure—Residential (Accessory to a Residential Use)	NP	P	P	P	NP	NP	NP
Accessory Structure—Nonresidential (Accessory to a Commercial Use)	P	P	NP	P	P	P	P
Accessory Dwelling Units	NP	P*	P*	P*	NP	NP	NP
Swimming Pool (Private)	P	P	P	P	C	P	C
Tennis Court / Recreation	P	P	C	C	C	P	NP
Off-Street Parking (Incidental)	P	P	P	P	P	P	P
EV Charging Stations	P	P	P	P	P	P	P
Data Storage Buildings (As an Accessory to a Primary Commercial Use)	NP	C	NP	NP	P	P	P

*Subject to Section 14.04.006.

Utility, Service & Other Uses

Use	P/OS	RR	SF	MU	GC	PI	IND
Electrical Substation	C	C	C	C	C	P	P
Water Reservoir / Pump	NP	C	NP	NP	NP	P	P
Utility Shop / Storage	C	C	C	C	C	P	P
Public Buildings (Municipal, Fire, Police)	P	NP	NP	NP	C	P	NP
Wireless Telecommunication Facilities	NP	P	NP	NP	NP	NP	P
Utility, Minor (lift station, pump, small substation)	P	P	P	C	C	P	P
Utility, Major (treatment plants, large substations)	C	C	NP	NP	C	P	P

Solar Farm/Battery Energy Storage Systems (BESS)	C	P	NP	NP	NP	NP	P
Wind Energy Conversion System (WECS)	C	P	NP	NP	NP	NP	P

Recreational & Entertainment Uses

Use	**P/OS**	**RR**	**SF**	**MU**	**GC**	**PI**	**IND**
Park / Playground	P	P	P	P	C	P	NP
Private Clubs / Country Clubs	NP	C	NP	C	C	NP	NP
Golf Course (Commercial)	P	C	C	C	C	C	NP
Amusement / Recreation (Indoor/Outdoor)	P	C	NP	NP	C	P	C
RV Park/Campground	NP	C	NP	NP	NP	NP	NP
Indoor Entertainment (arcade, bowling, trampoline, etc.)	NP	NP	NP	C	P	C	NP
Outdoor Entertainment (amphitheater, sports complex, etc.)	P	C	NP	C	P	C	NP
Theater/Cinema (fixed seats)	NP	NP	NP	P	P	C	NP

Educational, Institutional & Special Uses

Use	**P/OS**	**RR**	**SF**	**MU**	**GC**	**PI**	**IND**
School / Nursery / Childcare	NP	P	P	P	P	P	NP
Church / Temple / Rectory	NP	C	C	P	P	P	NP
Community Center (Public)	P	NP	NP	NP	C	P	NP
Hospital / Assisted Living / Skilled Nursing	NP	NP	NP	C	P	P	P
College / University	NP	NP	NP	NP	C	P	C
Library/Museum	NP	NP	NP	C	P	P	NP

Social Service Facility (food bank, counseling), Shelter/Transitional Housing	NP	C	NP	C	P	P	NP
Cemetery (human burial)	NP	C	NP	NP	C	P	C
Crematorium (human or animal)	NP	P	NP	NP	C	P	P

Transportation & Auto-Related Uses

Use	**P/OS**	**RR**	**SF**	**MU**	**GC**	**PI**	**IND**
Parking Lot / Structure	P	NP	NP	C	P	P	P
Automobile Repair	NP	C	NP	C	P	NP	P
Automobile Sales	NP	C	NP	C	P	NP	P
Auto Parts Store (Retail)	NP	C	NP	C	P	NP	P
Motor Freight / Hauling	NP	C	NP	NP	C	NP	P
Heliport / Airport	NP	C	NP	NP	C	P	P

Office & Professional Uses

Use	**P/OS**	**RR**	**SF**	**MU**	**GC**	**PI**	**IND**
General Offices	NP	NP	NP	P	P	C	P
Medical / Dental / Labs	NP	NP	NP	P	P	NP	P
Banks / Financial Institutions	NP	NP	NP	P	P	NP	C
Telemarketing / Call Centers	NP	NP	NP	C	P	NP	P

Retail & Service Uses

Use	P/OS	RR	SF	MU	GC	PI	IND
Retail Shops (General)	NP	NP	NP	P	P	NP	C
Restaurants / Cafeterias	NP	NP	NP	P	P	NP	C
Food Trucks (As a Primary Use)	NP	NP	NP	P	P	NP	NP
Gas / Fuel Sales	NP	NP	NP	C	P	NP	P
Personal Services (Salon, Tailor, etc.)	NP	NP	NP	P	P	NP	C
Animal Services / Vet	NP	C	NP	C	P	NP	C
Bar/Lounge/Nightclub	NP	NP	NP	C	P	NP	NP
Event Venue/Banquet Hall/Reception Facility	NP	NP	NP	C	P	C	C
Food Truck Park	NP	C	NP	C	P	NP	NP
Convenience Store (with fuel)	NP	NP	NP	C	P	NP	P
Convenience Store (without fuel)	NP	NP	NP	P	P	NP	C
Car Wash	NP	C	NP	C	P	NP	P
Vehicle Renting/Leasing	NP	NP	NP	C	P	NP	P
Towing/Vehicle Storage Lot (impound)	NP	C	NP	NP	C	NP	P
Outdoor Sales & Display (garden center/lumberyard)	NP	C	NP	C	P	NP	P
Tattoo/Body Art Studio	NP	NP	NP	C	P	NP	C
Pawn Shop	NP	NP	NP	C	C	NP	C

Liquor Store	NP	NP	NP	C	P	NP	C

Commercial / Industrial Use

Use	P/OS	RR	SF	MU	GC	PI	IND
Light Manufacturing	NP	C	NP	NP	C	NP	P
Heavy Manufacturing / Industrial	NP	NP	NP	NP	NP	NP	P
Warehousing / Distribution	NP	NP	NP	NP	C	NP	P
Breweries / Distilleries	NP	NP	NP	C	P	NP	P
Wineries	NP	NP	NP	C	P	NP	P
Outdoor Storage / Equipment	NP	C	NP	NP	C	NP	P
Commercial Kennel	NP	C	NP	C	C	NP	P
Self-Service Storage	NP	NP	NP	C	P	NP	P
Contractor Shop (with outdoor yard)	NP	C	NP	NP	C	NP	P
Contractor Shop (without outdoor yard)	NP	C	NP	C	P	NP	P
Artisan Manufacturing/Makerspace (small-scale production)	NP	C	NP	P	P	NP	P
Data Center/Research & Development Lab	NP	NP	NP	NP	C	NP	P
Recycling Facility (collection)	NP	C	NP	C	P	NP	P
Materials Recovery Facility (processing)	NP	NP	NP	NP	NP	NP	C
Salvage Yard/Junkyard (heavy)	NP	NP	NP	NP	NP	NP	C

Concrete/Asphalt Batch Plant (heavy)	NP	NP	NP	NP	NP	NP	C
Fuel/Chemical Bulk Storage (heavy)	NP	NP	NP	NP	NP	NP	C
Smoke/Vape Shops	NP	NP	NP	NP	C	NP	P
Sexually Oriented Buildings (SOB's)	NP	NP	NP	NP	NP	NP	P

ARTICLE 14.03 SPECIAL DISTRICTS AND OVERLAYS

Sec. 14.03.001 District 1832

A. Purpose. District 1832 preserves and strengthens Bastrop's historic central area, including the traditional street grid neighborhoods and the community's downtown commercial and mixed use centers, by supporting walkable, small-scale development, active street fronts, and context-sensitive infill. District 1832 balances reinvestment and flexibility with the protection of established residential character and the historic block-and-street framework.

B. Applicability. The standards of the underlying zoning district shall apply, except as modified herein.

C. Boundaries. The District 1832 overlay boundaries are shown on the map adopted as Reference B and on the Official Zoning Map, which is incorporated by reference and maintained on file with the City Secretary and Development Services Department.

D. Standards.

1) Single-Family Districts.

a) Prohibited rezonings. No property within District 1832 may be rezoned to SF-2 or SF-3.

b) Build-to zone. A front build-to zone of 15–25 feet is required; eligible adjustments for infill development may be approved per Article 14.02.05 (Contextual Neighborhood Setback Adjustment).

c) Limited commercial by Conditional Use. Any use typically permitted in a Mixed-Use district may be considered as a Conditional Use on Single Family Zoned Lots within District 1832.

(1) Process. Conditional Use Permits (CUPs) shall follow the procedures in the Administration & Procedures Article, plus a recommendation from the Main Street Advisory Board to the City Council when the property is within the Main Street Program jurisdiction (Downtown Bastrop District). After Main Street Advisory Board and the Planning and Zoning Commission provide a recommendation, the application shall be forwarded to the City Council for decision.

(2) Conditions. City Council may impose conditions to address parking, hours, screening, landscaping, signage, deliveries, or other operational/site impacts.

(3) Residential character. Approved commercial activity shall be wholly contained within the residential structure and shall maintain the residential scale and character on the street.

2) Mixed Use Districts.

a) The minimum lot size for the Mixed-Use Zoning District with District 1832 is 1/3 of an acre. Mixed Use Lots that are currently less than 1/3 acre may continue to be developed and utilized, but may not be further subdivided.

b) Build-To-Zone: 10–15 feet.

(1) Contextual option. Eligible adjustments to match prevailing block-face setbacks may be approved per Article 14.02.05 (Contextual Neighborhood Setback Adjustment).

3) Uses in the District 1832 Overlay.

a) Residential over nonresidential. In Commercial or Mixed-Use districts, upper-story residential is permitted by-right over ground-floor retail/office throughout District 1832, provided 1 off-street space per bedroom is supplied (unless otherwise approved through an adopted shared-parking or demand-management process).

b) Conditional Uses. The following uses, when otherwise permitted by-right, are Conditional Uses within District 1832:

(1) Tattoo studios

(2) Drive-through facilities

(3) Automotive repair or sales

(4) Fueling stations

c) Prohibited Uses:

(1) Smoke/vape shops

(2) Sexually Oriented Businesses (SOB's)

4) Historic Block Preservation.

a) Purpose. Maintain the historic small-block grid that the core of Bastrop was built on—approximately 330 × 330 feet—to carry forward downtown walkability and connectivity.

(1) Right-of-way vacations. The vacation or abandonment of any public street or alley within District 1832 is prohibited unless the City Council determines that equal or better public connectivity will be provided through a new public street/alley or a recorded public access easement of equivalent function.

Sec. 14.03.002 Downtown Bastrop

A. Purpose. The Downtown Bastrop District is established to: (1) define the geographic area served by the City's Main Street Program, as recognized by the Texas Historical Commission in 2007; (2) reinforce the traditional, pedestrian-oriented character and economic vitality of Downtown; and (3) implement district-specific development standards consistent with the design standards recommended by the Historic Landmark Commission and the Main Street Advisory Board.

B. Applicability. The standards of the underlying zoning district and the 1832 Overlay apply to all property within the Downtown Bastrop District, except as modified herein. Where the provisions of the Downtown Bastrop District conflict with the underlying zoning district or the 1832 Overlay, the more restrictive standard shall apply.

C. Boundaries. The boundaries of Downtown Bastrop District are shown on the map adopted as Reference C and on the Official Zoning Map, which is incorporated by reference and maintained on file with the City Secretary and Development Services Department.

D. Conditional Use Permits. For any Conditional Use Permit (CUP) within the Downtown Bastrop District, the applicant shall obtain a recommendation from the Main Street Advisory Board (to the City Council) in addition to following standard CUP procedures in this Code. After a recommendation from Main Street Advisory Board and the Planning and Zoning Commission, the application shall be forwarded to the City Council. Conditions may be applied to any CUP to ensure compatibility with the purpose of the Downtown Bastrop District and the adopted Main Street design standards.

E. Signs: For properties within the Downtown Bastrop District, the Director of Planning and Zoning, upon favorable recommendation of the Main Street Director, may administratively approve a sign that deviates from Sign Code numeric/material limits (design, size, height, number of signs, etc.) when compatible with downtown character. Electronic message centers/digital displays, flashing, or moving signs are prohibited.

F. Chestnut Street Corridor. Applies to any lot fronting Chestnut Street within the Downtown Bastrop District.

1) Build-to zone. 10–15 feet.

2) Parking location. No parking between the primary façade and the Chestnut right-of-way. Any parking visible from a public street must be screened per the Landscaping Article.

3) Landscaping. The Landscaping Article (Article 14.05) applies, including frontage and parking-lot landscaping. No credits, waivers, or alternative compliance may reduce required frontage landscaping or parking-lot screening on Chestnut within the Downtown Bastrop District.

G. Building Size and Format. Maximum ground-floor footprint. Buildings in General Commercial or Mixed-Use districts shall have a maximum ground-floor building footprint of 5,000 sq. ft.

1) Exception—Larger Footprint. The City Council may grant an exception to subsection 6(a) to allow a ground-floor building footprint exceeding 5,000 sq. ft., upon a favorable recommendation from the Main Street Advisory Board and the Planning & Zoning Commission, and per the procedures in the Administration & Procedures Article. Approval requires findings that:

a) the building is multi-tenant;

b) the street-facing façade provides public entrances at intervals of at least every 75 feet;

c) the massing is articulated into distinguishable bays consistent with downtown storefront rhythms; and

d) the project maintains pedestrian orientation and block-scale consistent with District 1832.

H. Design Guidelines

1) Appendix D contains the Downtown Bastrop District Design Guidelines, as recommended by the Main Street Advisory Board. Use of the Design Guidelines is voluntary; however, applicants are strongly encouraged to incorporate them to ensure compatibility with the established character of Downtown Bastrop. The Main Street Advisory Board and Main Street staff may provide nonbinding façade and design guidance upon request.

Sec. 14.03.003 Downtown Historic District.

A. Purpose. This district was certified as part of the National Register of Historic Places by the National Park Service on December 22, 1978, and is subject to the Historic Preservation Ordinance in Article 14.09. The purpose of this district is to preserve the architectural and cultural integrity of Bastrop's historic downtown commercial corridor while allowing for compatible economic development.

B. Applicability.

1) The underlying zoning district applies except as modified by this section and the Historic Preservation Ordinance.
2) All development, alterations, and demolitions are subject to review and approval in accordance with the Historic Preservation Ordinance and must obtain a Certificate of Appropriateness.

C. Boundaries. The boundaries of Downtown Historic District are shown on the map adopted as Reference D and on the Official Zoning Map, which is incorporated by reference and maintained on file with the City Secretary and Development Services Department.

D. Standards.

1) Maximum Building Height: 35 feet (not including parapets up to 4 feet that screen rooftop equipment).
2) Minimum lot size and minimum lot width: None.
3) Build-To-Line: 0-5 feet from the front property line.
4) Building Frontage at Build-To-Line: 80% minimum of the lot's primary street frontage.
5) Side and Rear Setbacks: None (subject to Building/Fire Code).
6) Parking Minimums: No minimum off-street parking. Exception: residential uses must provide 1 space per dwelling unit. Removal of any existing off-street parking spaces is not permitted unless approved by the DRC and the Main Street Director.
7) Parking Placement: No parking in the front or side yard; access from alleys where available.
8) Sidewalks: Maintain a continuous, ADA-compliant clear pedestrian zone of at least 8 feet along the frontage. Where existing conditions preclude 8 feet, the Main Street Director may allow the maximum feasible clear width, but not less than 6 feet.

a) Sidewalk encroachments: Public furnishings/patio furniture (tables, benched, chairs, benches, etc.) may be permitted upon approval of the Main Street Director if at least 4 feet of ADA compliant sidewalk is maintained.

9) Landscaping: Article 5, Landscaping Requirements does not apply in the Downtown Historic Overlay. However, parking lot screening must be provided in accordance with Article 5 where parking is visible from the frontage. Frontage trees are required at an average spacing of 30 feet on center where feasible. Spacing adjustments may be administratively approved at 20-40 feet where constraints exists per Article 5. If a tree would block a storefront or similar unique constraint exists, the Planning Director and Main Street Director may approve an alternative or waiver.
10) Ground-Floor Transparency: For new or redevelopment, between 2 and 10 feet above sidewalk grade, a minimum 70% of the street-facing façade shall be clear, non-reflective glazing. Existing facades should be preserved unless approved through a Certificate of Occupancy.
11) Lighting: On street and exterior attached lighting shall be consistent with the Historic Landmark Commissions adopted Design Guidelines

ARTICLE 14.04 DEVELOPMENT STANDARDS

Sec. 14.04.001 Site Design

A. Refuse and Recycling Facilities (Dumpsters, Compactors, Service Areas).

1. Applicability. This subsection applies to all nonresidential development and all multifamily development utilizing centralized refuse service.

2. Location.

   a) Refuse and recycling facilities shall be located in the side or rear yard.

   b) Facilities are prohibited within a required front yard unless the Director determines there is no feasible alternative due to documented site constraints.

   c) Facilities shall not block sidewalks, accessible routes, drive aisles, fire lanes, required parking, or required pedestrian circulation.

   d) Facilities shall be sited to minimize visibility from public streets and to minimize impacts on adjacent residential districts, including odor, noise, and visual impacts.

3. Screening and Enclosure Standards.

   a) Dumpsters and compactors shall be fully screened by a permanent enclosure.

   b) Height. Enclosure walls shall be at least six (6) feet in height and at least one (1) foot higher than the top of the dumpster or compactor lid, unless a greater height is needed to fully screen equipment.

   c) Materials. Enclosures shall be constructed of durable materials compatible with the principal building, including masonry, architectural metal panels, or wood with masonry columns. Chain-link with slats is prohibited as primary screening.

   d) Gates. Gates shall be opaque and maintained in operable condition. Gates shall be closed when not in active use.

   e) Pad. Enclosures shall be located on a paved pad with positive drainage.

4. Truck Access and Maneuvering.

   a) Adequate access and maneuvering for collection vehicles shall be provided.

   b) The site plan shall demonstrate collection vehicle access by turning templates or other documentation acceptable to the City Engineer when requested.

c) Collection routes should minimize backing movements and avoid conflicts with primary pedestrian routes where feasible.

B. Vision Clearance (Sight Triangles).

1) When Required.

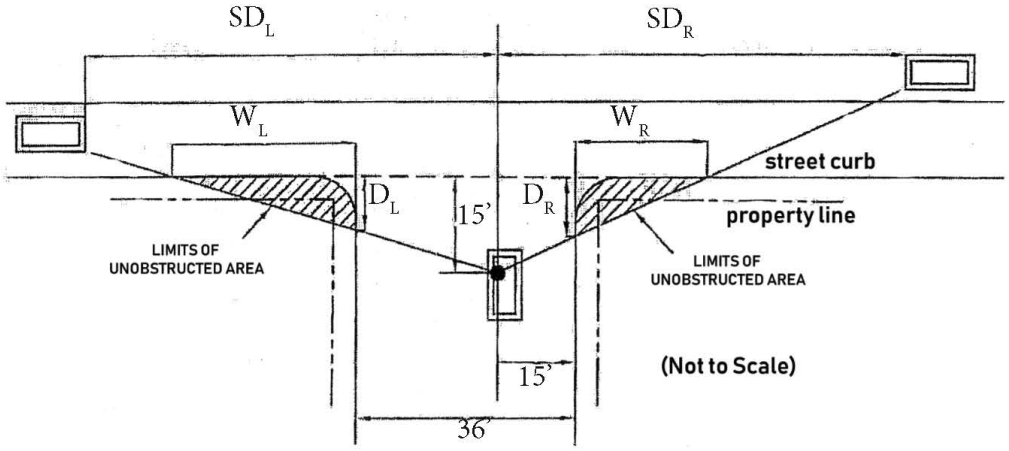
a) At intersections of public streets.

b) At driveway intersections with a public street.

c) At internal street intersections where required by the City Engineer.

2) Dimensions. Sight Visibility Requirements.

a) Assumptions: At-grade intersection with approaches of 3.0 or, 3.5-foot driver eye height above pavement; both drivers can see each other.



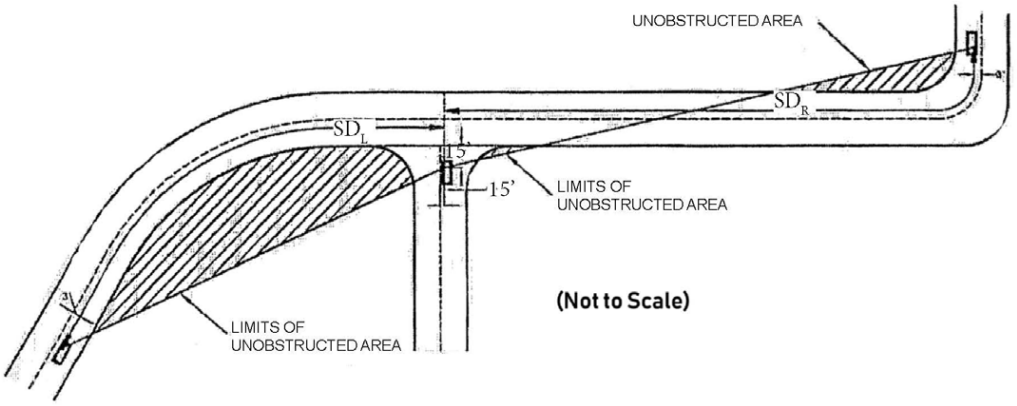
	Minimum Sight Distance		90-Degree Intersections			
Speed Limit	SDL	SDR	WL	WR	DL	DR
20	180	190	89	80	13	13
25	245	255	128	111	13	14
30	315	325	210	120	13	14
35	390	400	270	165	14	14
40	480	545	330	210	14	14
45	580	650	400	260	14	14
50	585	655	400	260	14	14

b) SDL and SDR are the required sight distance, in feet, to the left and to the right as measured from the driver's eye on the controlled intersection approach looking towards oncoming cross traffic.

c) WL and WR are the distance, in feet, along the curb line of the side of the visibility triangle parallel to the path of traffic on the uncontrolled intersection approach.

d) DL and DR are the distance, in feet, along the curb line of the side of the visibility triangle parallel to the path of the driver on the controlled intersection approach.

e) The distances given for WL, WR, DL, and DR are applicable to 90-degree intersections only.



3) Obstructions Prohibited.

a) Within a required sight triangle, no structure, fence, wall, sign, landscaping, berm, or other obstruction shall be placed or maintained between thirty (30) inches and eight (8) feet above the adjacent roadway grade.

b) Trees may be permitted if limbed up and maintained to preserve sight lines.

C. Encroachments Into Required Setbacks (Porches, Decks, Stairs).

1) General. Encroachments are permitted as stated below provided they:

a) Do not encroach into recorded easements.

b) Do not obstruct required sight triangles.

c) Comply with applicable building and fire codes.

2) Allowed Encroachments.

a) Unenclosed porches, stoops, and covered entries may encroach into the required front setback by up to five (5) feet, but shall not be closer than ten (10) feet to the front property line.

b) Stairs, steps, and landings serving a primary entrance may encroach into the required front setback by up to ten (10) feet, but shall not be closer than five (5) feet to the front property line.

c) Unenclosed decks and patios may encroach into required rear and interior side setbacks by up to five (5) feet, but shall not be closer than three (3) feet to the property line.

d) Unenclosed porches, stoops, and covered entries serving a rear entrance may encroach into the required rear setback by up to ten (10) feet, but shall not be closer than ten (10) feet to the rear property line.

e) Stairs, steps, and landings serving a rear entrance may encroach into the required rear setback by up to fifteen (15) feet, but shall not be closer than five (5) feet to the rear property line.

f) Accessibility ramps may encroach as necessary to meet accessibility requirements, subject to Director approval, provided they do not obstruct required pedestrian circulation.

D. Fences and Walls.

1) Applicability. All fences and walls shall comply with this Section unless superseded by an overlay district or an approved PDD development plan.

2) Height and Transparency.

a) Front yard.

(1) Maximum height: fifty-four inches (54”).

(2) Transparency: at least fifty (50) percent open area.

b) Side and rear yards.

(1) Maximum height: six (6) feet.

(2) On corner lots, fences in the street side yard between the front property line and the front building line shall comply with the front yard standard.

c) Sight triangles. Fences and walls shall not obstruct required sight triangles.

3) Maintenance. Fences and walls shall be maintained upright and in good repair.

E. Number of Primary Structures Per Lot.

1) General Rule. Unless expressly allowed by the applicable zoning district or an approved development plan, no more than one (1) primary structure shall be permitted on a platted lot.

2) Exceptions. Multiple primary structures may be permitted when:

a) The zoning district permits commercial, multifamily, mixed-use, campus-style nonresidential, or similar development types commonly arranged as multiple buildings;

b) A PDD; or

c) The approved plan demonstrates compliance with applicable setbacks, access, parking, fire access, utilities, and all other development standards.

3) Accessory Structures. Accessory structures allowed under Section 14.04.005 (Accessory Uses and Structures) do not count as primary structures.

Sec. 14.04.002 Sidewalks and Pedestrian Connectivity Standards.

A. Purpose and Intent.

1) Ensure safe, accessible pedestrian routes along street frontages that connect development to the broader network.
2) Implement the City's adopted Transportation Master Plan (TMP) and Comprehensive Plan by requiring context-sensitive sidewalks or shared-use paths.
3) Provide limited, staff-approved alternatives or fee-in-lieu when immediate construction is unnecessary or better deployed to priority sidewalk projects.

B. Applicability.

1) When Required. Sidewalks are required at the time of the site development plan along all public and private street frontages for:
   a) New Construction
   b) Additions that increase gross floor area by ≥50% or impervious cover by ≥25%;
   c) Change of use that intensifies site activity (as determined by the Director)
   d) Sidewalks are required along entire perimeter of subject property where adjacent to any public or private ROW.
2) Relationship to Subdivision Code. Chapter 10 of the Code of Ordinances (Subdivisions) may impose additional or earlier sidewalk installation; compliance with both chapters is required.

C. Definitions.

1) Clear Width (Through-Zone). The unobstructed portion of sidewalk reserved for pedestrian travel.
2) Fee-in-Lieu. A payment accepted by the City in place of constructing a required sidewalk, deposited into the Sidewalk Fund.
3) Shared-Use Path (Sidepath). A paved, 8–10 ft path intended for pedestrians and bicyclists, typically parallel to a roadway or along a greenway.
4) TMP. The City's adopted Transportation Master Plan, including functional class maps and typical sections.

5) Director. The Director of Development Services or designee.

D. Design, Width, and Placement.

1) ADA/TAS. All sidewalks and ramps shall comply with ADA and Texas Accessibility Standards, including cross-slope, longitudinal slope, surfaces, turning areas, and passing space requirements. A ramp shall be provided anywhere a sidewalk terminates.

2) Minimum Sidewalk Width. The minimum clear width for each frontage is based on the street's TMP functional class verified at site plan. In the event the TMP conflicts with this chart, the TMP shall override these requirements.

TMP Functional Class	Frontage Context	Minimum Sidewalk (each side)
Local	Neighborhood / residential streets	5 ft
Collector	Neighborhood connectors / commercial collectors	5 ft
Minor Arterial	Commercial corridors	6 ft
Principal Arterial	Major corridors / state routes (coordinate with TxDOT)	6 ft – 8 ft
Local (Downtown Context)	Main Street / Downtown Core	8 ft

a) If back-of-curb (no planting strip), increase minimum by +1 ft;

b) Maintain 80-inch vertical clearance and keep the through-zone free of obstructions;

c) Sidewalks must extend to property lines to enable future connections.

d) Where tying into existing sidewalk network, the Director may determine the appropriate width to maintain consistency with existing infrastructure and future plans.

3) Alignment and Easements. To avoid utilities, mature trees, or grade constraints, sidewalks may meander if the clear width is maintained and the walk is within ROW or a public sidewalk easement granted to the City.

4) Intersections & Ramps. Provide ADA-compliant curb ramps and detectable warnings at all corners and mid-block crossings serving the site.

E. Shared-Use Path Alternative

1) If the TMP, Trails/Sidewalk Plan, or corridor plan designates a shared-use sidepath along the frontage, the applicant shall construct a 10-ft path (8-ft if constrained) in lieu of standard sidewalks, with connections to public sidewalks and site entrances.

2) City-Directed Substitution. The City Engineer or Development Director may require a sidepath in place of standard sidewalks on corridors identified for multi-modal function or safety.

F. Construction, Timing, and Materials.

1) Timing. Required sidewalks/paths shall be constructed prior to Certificate of Occupancy unless a deferral or fee-in-lieu is approved under this Section.
2) Standards. Sidewalks shall be concrete or other similar hard surface, per City detail/specifications. Decorative pavers may be approved if ADA compliant and maintained by the developer.

G. Fee-in-Lieu of Sidewalk Construction.
1) A fee-in-lieu may be approved by the Director when all of the following are found:
a) Immediate construction would not provide a functional connection (e.g., isolated segment, no near-term tie-in), or the City determines funds are better used on a higher-priority sidewalk project within the service area; and
b) The frontage is not scheduled for City/TxDOT sidewalk within the next 5 year capital program window; and
c) No school zone, transit stop, park, or civic generator within a distance that would make the sidewalk critical to near-term pedestrian safety, as determined by the Director or City Engineer.
2) The fee is published in the Master Fee Schedule and updated as needed to reflect the full cost to construct the required infrastructure.
3) Sidewalk Fund. Fees are deposited in a dedicated Sidewalk Fund and may be expended only for sidewalks, curb ramps, or shared-use paths—preferably within the same district or vicinity to maximize nexus.

H. Maintenance and Obstructions.
1) The adjacent property owner shall maintain the sidewalk in safe condition (debris, vegetation, snow/ice where applicable) and repair hazards caused by their improvements or use.
2) The required clear width must remain unobstructed. Street furniture, signage, planters, and café seating must be outside the through-zone and permitted where applicable.
3) Sidewalk grade and material shall carry across driveway aprons to prioritize pedestrian continuity.

I. Easements and Right-of-Way
1) If adequate right-of-way does not exist to place the required sidewalk, the applicant shall dedicate a public sidewalk easement or additional right-of-way as determined by the City.

J. Enforcement
1) Condition of Approval. Sidewalk obligations (build or fee-in-lieu) are conditions of site plan/building permit approval and prerequisites to CO.

K. Coordination with Other Agencies.
1) TxDOT Frontages. Improvements along state facilities must meet this Section to the extent practicable and be coordinated with TxDOT. Where TxDOT standards conflict, the Director and City Engineering Department may adjust details while maintaining the minimum clear width and ADA compliance.
2) Utilities/Franchise. Coordinate placement to avoid conflicts and preserve required clear width.

L. Plan Integration.

1) Site plans shall demonstrate consistency with the TMP functional class, Thoroughfare Plan, and any adopted Sidewalk/Trails Plans.
2) Where a plan (Comprehensive Plan, Parks and Recreation Masterplan, Transportation Master Plan, etc.) calls for enhanced streetscape or greater pedestrian capacity, the City may require widths exceeding the table in subsection D, in accordance with the adopted guiding document.

Sec. 14.04.003 Outdoor Lighting

A. Purpose and Intent. Standards of this section are intended to provide adequate Lumen output to safely light sidewalks, streets, public places, and private properties. Dark skies are a key part of Bastrop's authentic nature. The Lighting Standards promote a future dark sky for the community.

B. Scope. This Section applies within the City Limits.
   1) Nothing herein shall be construed as preventing or limiting the City from applying this Section to the ETJ through agreements with property owners, or as a term affixed to a conditional approval.

C. Exemptions. The following are exempt from the application of the standards of this section:
   1) Lighting equipment required by law to be installed on motor vehicles; or
   2) Lighting required for the safe take-off and landing of aircrafts.

D. Prohibition. A person commits an offense by doing the following:
   1) Installs outdoor lighting contrary to this section.
   2) Fails to comply with any terms or conditions set forth in a permit issued under this section.
   3) Installs outdoor lighting without obtaining a permit when the total number of lumen outputs for all lights installed within any 90-day period is greater than 2,500 lumens.

E. New Lighting
   1) General. All Outdoor Lighting shall be installed in conformance with the provisions of this Section, applicable electrical codes, energy codes, and Building Codes, except as provided herein.
   2) Nonresidential. All Outdoor Lighting installed on Nonresidential properties shall conform to the Standards by this Section, except as provided herein.
   3) Residential. All Outdoor Lighting installed on Residential properties that is affixed to a Construction Project that a building permit is required under this Code shall conform to the Standards established by this Section.

F. Nonconforming Existing Lighting
   1) All existing Outdoor Lighting that was legally installed before the enactment of this Section which does not conform with the Standards specified imposed by this Section shall be considered nonconforming. Nonconforming Outdoor Lighting is allowed to remain until required to be replaced pursuant to the terms of this Section.
   2) If more than 50% of the total appraised value of a Structure (as determined from the records of the Bastrop Central Appraisal District), has been destroyed, the nonconforming status expires and the

Structure's previously nonconforming Outdoor Lighting must be removed and may only be replaced in conformity with the Standards of this Section.

3) Nonconforming Outdoor Lighting shall be brought into conformance with this Section as follows:
   a) Nonresidential Application. All existing Outdoor Lighting located on a subject property that is part of an Application, Subdivision approval, or a building permit for a major Addition is required to be brought into conformance with this Article before final inspections, issuance of Certificate of Occupancy, or Final Plat recordation, when applicable. For the following permits issued by the City, the Applicant shall have a maximum of 90 days from the date of permit issuance to bring the Lighting into conformance: Site Development permit, Sign permit for an externally or internally illuminated outdoor Sign, initial alcoholic beverage permit, initial food establishment permit, and on-site sewage facility permit.
   b) Residential Addition or remodel. Nothing herein shall be construed to terminate a Residential property's nonconforming status as a result of an Addition or remodel.
   c) Abandonment of nonconforming. A nonconforming Structure shall be deemed abandoned if the Structure remains vacant for a continuous period of 6 months. In that instance, the nonconforming status expires and the Structure's previously nonconforming Outdoor Lighting must be removed and may only be replaced in conformity with the Standards of this Section.
4) It is unlawful to expand, repair or replace Outdoor Lighting that was previously nonconforming, but for which the prior nonconforming status has expired, been forfeited, or otherwise abandoned.
5) Outdoor Lighting on property used for Commercial purposes that is not in conformance with this Section shall be brought into conformance with this Section within 10 years from the date of the adoption of this Section. For property annexed into the City Limits after the date of the adoption of this Section, the 10-year period established by this Subsection shall commence upon the effective date of the annexation. Nothing in this Subsection may be construed to allow Light Trespass or any other form of nuisance from Outdoor Lighting. A new purchaser of property may request a three-year extension to come into compliance if property is purchased within 10 years of the enactment of this Section.

G. Shielding and Total Outdoor Light Output Standards.
   1) City owned streetlights, if rated by the B-U-G classification system:
      a) Shall be rated and installed with the maximum backlight component limited to the values in Table 1 based on location of the light fixture where the property line is considered 5 feet beyond the actual property line.

Table 1	Governmental Owned Rating
Fixture is greater than 2 mounting heights from property line	B3
Fixture is 1 to less than 2 mounting heights from property line	B2
Fixture is -.5 to 1 mounting heights from property line	B1
Fixture is less than 0.5 mounting height to property line	BO

b) Shall be rated and installed with the uplight component of zero (UO); and

c) Shall be rated and installed with the glare component of no more than G1 unless four-sided external shielding is provided so that the Luminous Elements of the fixture are not visible from any other property. Mounting height or topography may cause the Luminous Elements of a G1 or G0 rated governmental owned street light to require additional shielding to reduce glare.

2) Governmental owned streetlights, if not rated by the B-U- G classification system, shall meet the qualifications to be full cutoff fixtures. (See Figure A). Mounting height or topography may cause the Luminous Elements of a governmental owned streetlight to require additional shielding to reduce glare.

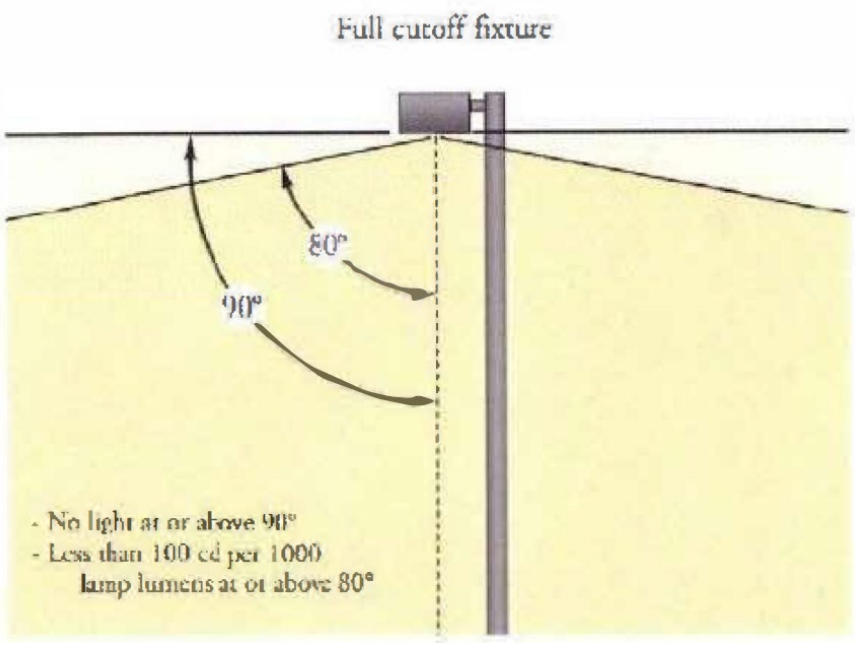


Figure A: Full cutoff fixtures do not allow any light to be emitted above the fixture. The fixture limits the light output in the first 10 degrees below the horizontal, to less than 10% of the total light output.

3) All Outdoor Lighting, except governmental owned streetlights, shall be shielded so that the Luminous Elements of the fixture are not visible from any other property. Mounting height or proximity to property lines may cause the Luminous Elements of a light fixture to require additional shielding (See Figure B and Figure C).

Figure B

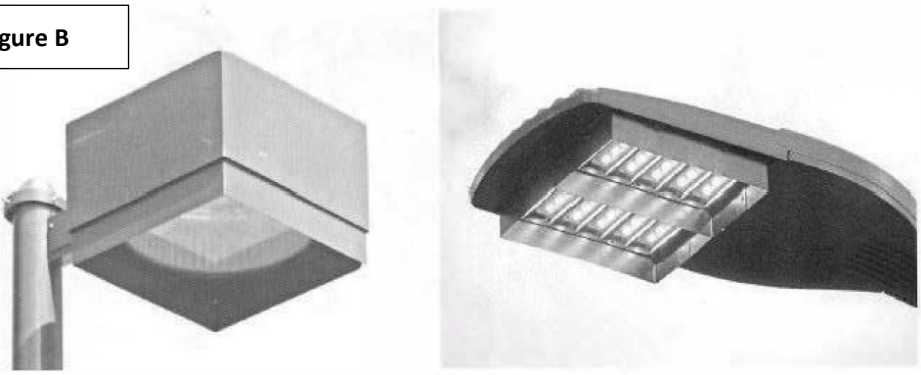




Figure C

4) Nongovernmental light fixtures, if rated by the B-U-G classification system:
    a) Shall be rated and installed with the maximum backlight component limited to the values in Table 1 based on location of the light fixture where the property line is considered to be 5 feet beyond the actual property line;
    b) Shall be rated and installed with the uplight components of zero (U0), except for Uplighting covered in this Section;
    c) Shall be rated and installed with the glare component no more than G0 unless four-sided external shielding is provided so that the Luminous Elements of the fixture are not visible from any other property; and
    d) Shall be shielded in accordance with this Section.
5) Outdoor Uplighting is prohibited, except in cases where the fixture is shielded by a roof overhang or similar structural shield and a licensed architect or engineer has stamped a prepared Lighting plan that ensures that the light fixtures(s) will not cause light to extend beyond the structural shield, and except as specifically permitted in this article.
6) Outdoor Lighting fixtures, except Uplighting are not allowed to have light escape above a horizontal plane running through the lowest point of the luminous elements. (See Figure D and Figure E).

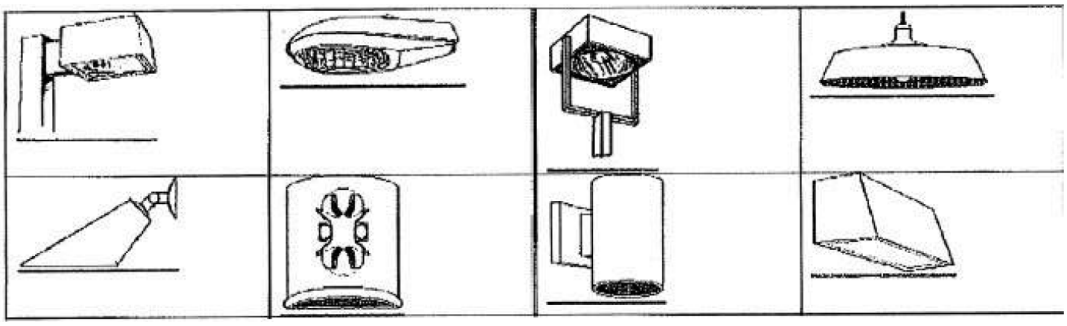


Figure D: This figure shows examples of fixtures that may conform to the provision to not allow light to escape above a horizontal plane running through the lowest point of the Luminous Elements if they are closed on top and mounted such that the bottom opening is horizontal. Note that the mounting height and proximity to the property line, or internal optics may cause them to need additional shielding to prevent the Luminous Elements from being visible from any other property.

A practical way to determine if a light fixture will conform to the provision to not allow light to escape above a horizontal plane running through the lowest point of the luminous elements: the lamp or tube, any reflective surface or lens cover (clear or prismatic) must not be visible when viewed from above or the side.

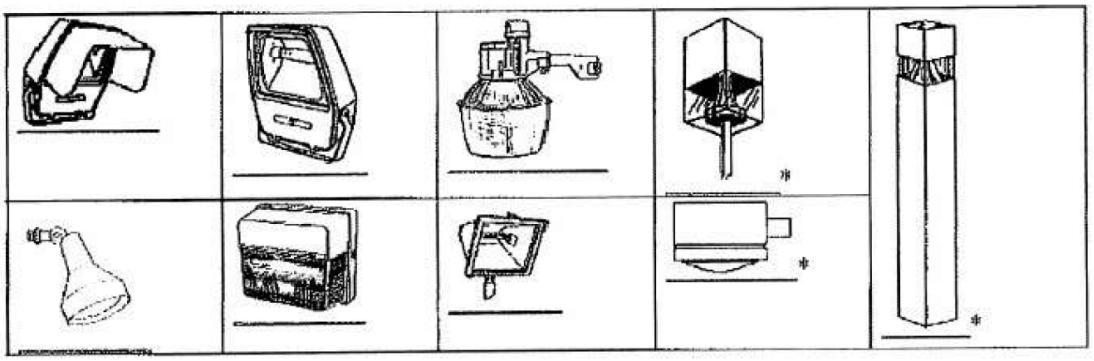


Figure E: This figure illustrates examples of fixtures that do not conform to the provision to not allow light to escape above a horizontal plane running through the lowest point of the luminous elements.

**Note: Even though the lamps in these fixtures are shielded from direct view when viewed from the side or above, reflective surfaces within the fixtures and/or lens covers are directly visible from the side.*

7) Total Outdoor Light Output (excluding governmental owned streetlights used for illumination of public rights- of-way and outdoor recreation facilities) of any Nonresidential property shall not exceed 100,000 lumens per net acre in any contiguous illuminated area. This Lumen per net acre value is an upper limit and not a design goal; design goals should be the lowest levels that meet the requirement of the task.

8) Total Outdoor Light Output (excluding governmental owned streetlights used for illumination of public rights- of-way and outdoor recreation facilities) of any Residential property shall not exceed 25,000 lumens per net acre in any contiguous illuminated area.

H. Outdoor Recreation Facilities

1) Lumen cap exemption.

a) Outdoor recreational facilities are not subject to the lumens per net acre limit.

b) Outdoor Lighting for sports facilities shall be designed to create minimum off-site spill, glare, and sky glow while honoring the guidelines for class IV play, as defined by the Illuminating Engineering Society of North America (IESNA) publication, IES RP-06 or guidelines of a recognized sports organization such as the Texas University Interscholastic League (UIL), Little League, or the United States Soccer League. To be considered a recognized sports organization, the City must first approve such organizations guidelines.

c) Class IV levels of illumination, as defined by IESNA, are encouraged to be utilized during practices if the competition Lighting is established at a higher illumination level than class IV.

d) Shielding. Fixtures used for non-aerial sports, such as track and field, shall be fully shielded. Fixtures used for aerial sports, such as baseball and softball shall be shielded to the full extent possible while also allowing the minimum of vertical illuminance needed by the players to track the ball as stated in writing by a sports Lighting engineer recognized by peers as being an expert in that field. The

sports Lighting vendor must meet the guidelines for the specific sport and have the lowest available off-site spill, glare, and sky glow values.

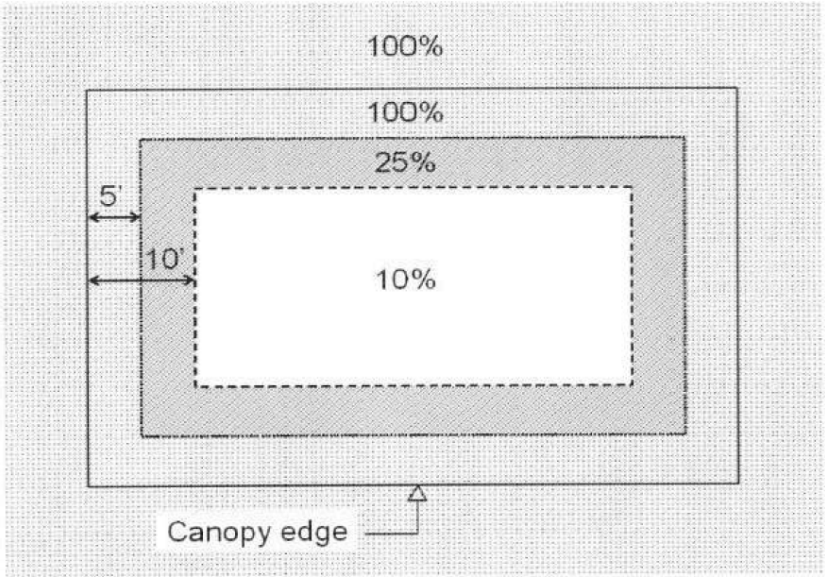


Figure F: Plan view of a canopy, showing fixture location and initial lamp output percentage counted toward total lumens.

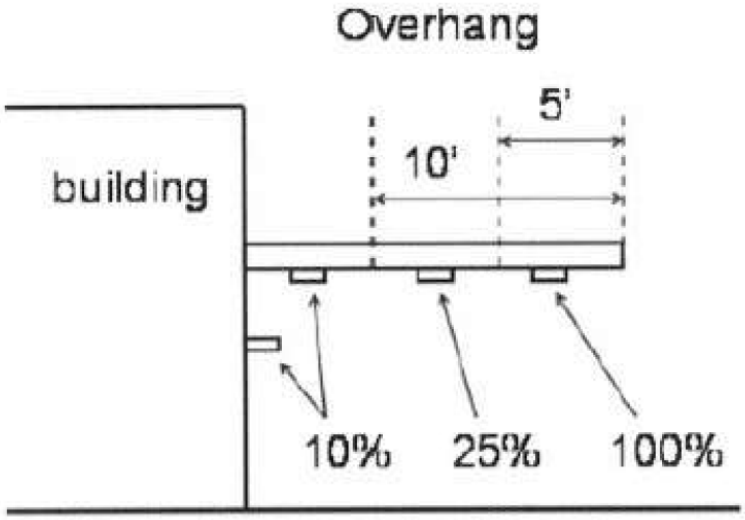


Figure G.

2) Certification. Lighting systems for outdoor recreational facilities shall be designed and certified by an engineer registered in the state as conforming to all applicable restrictions of this Code before Construction commences. Further, after installation is complete, an engineer registered in the state shall certify that the Lighting system installation is consistent with the certified design.

3) Curfew. No sports facility shall be illuminated between 10:30 p.m. and sunrise, except to conclude a scheduled recreational or sporting event in progress that began prior to 9:30 p.m., lighting under canopies, Building overhangs, or roof eaves.
4) All outdoor light fixtures located under canopies, under Building overhangs, or under roof eaves must conform to all provisions of this article.
5) Outdoor light fixtures located under canopies, under Building overhangs, or under roof eaves where the center of the lamp or luminaire is located at 5 feet, but less than 10 feet from the nearest edge of the canopy or overhang are to be included in the Total Outdoor Light Output as though they produced only ¼ of the lamp's rated Lumen output (See Figure F and Figure G).

I. Neon Lighting
1) Neon Lighting is permitted, so long as Lumen calculations from such Lighting are included in the Total Outdoor Light Output calculations for the Site . Lumens are calculated on a per foot basis, rather than per "fixture." Such Lighting shall also be subject to the shielding requirements of this section, unless exempted under the Exemptions Subsection of this Section.



Figure H.

J. Flagpoles
1) If the flag of the United States of America is displayed during the hours of darkness, it should be illuminated as recommended in the Federal Flag Code.
2) Lighting of up to a total of 2 flags per property is permitted with the following conditions:
   a) The flags must either be the flag of the United States of America, a flag of the state, a flag of a military branch of the United States of America or a flag of a branch of military of the state in order for illumination to be permitted.
   b) Flagpoles with a height greater than 20 feet above ground level shall be illuminated from above, if illuminated at all. This may be achieved by utilizing a light fixture attached to the top of the flagpole

or a fixture mounted above the top of the flagpole on a Structure within 15 feet of the flagpole and must comply with all sections of this article except for lights such as the ones in Figure K. The total number of lumens initially output from any light fixture mounted on top of or above a flagpole is limited to 800.

c) Flagpoles with a height equal to or less than 20 feet above ground level may be illuminated from below. They are to be illuminated with up to 2 spot type fixtures utilizing shields or diffusers to reduce glare, whose maximum combined Lumen output is 78 lumens per foot of pole height, measured from the light fixture to the top of the flagpole. The fixture is to be mounted so that the lens is perpendicular to the flagpole and the light output points straight up at the flag.

d) Lamps used for flagpole illumination shall be included in the Total Outdoor Light Output.

K. Lighting Curfews

1) Nonresidential Outdoor Lighting intended to be left on more than 30 minutes after closing or the completion of activities must be reduced to 25% or less of the Total Outdoor Light Output allowed.
2) Motion sensor activation may be allowed to cause the light to resume Total Outdoor Light Output allowed only when activated and to be reduced back to 25% or less of Total Outdoor Light Output allowed within 5 minutes after activation has ceased, and the light shall not be triggered by activity off the property.
3) The 75% reduction in illumination may be accomplished by dimming, by turning off 75% of the light fixtures, by a combination of the two, or by any other method that results in a Total Outdoor Light Output of no more than 25% of the Total Outdoor Light Output allowed.
4) Illumination for all advertising Signs, both externally and internally illuminated, shall be turned off by the later of closing time or 10:00 p.m., provided, however, that such Signs may be turned back on prior to sunrise, but no more than one hour prior to opening.
5) Street Lighting, other than at the intersection of roadways, shall utilize half night photocells or timers to turn off the lights halfway between dusk and dawn. Passive reflective roadway markings are encouraged.
6) Outdoor recreational facilities must follow the curfew as defined in the Shielding and Total Outdoor Light Output Standards Section of this Section.
7) All Outdoor Lighting is encouraged to be turned off when no one is present to use the light.

L. Prohibitions

1) The installation of any mercury vapor fixture or lamp for use as Outdoor Lighting is prohibited.
2) Luminaries rated at more than 3000 Kelvin (K) are prohibited with the exception of luminaries installed prior to the enactment of this revised article rated no more than 4000K, that are shielded on every side so that the source of light is not visible from any other property and the combination of all such fixtures within any ten-foot by ten- foot area does not produce more than 4100 lumens for a pole mounted fixture or 2050 lumens for a wall mounted fixture. Luminaries with a higher Kelvin rating are permitted if the Scotopic-to-Photopic (S/P) ratio is no greater than 1.2.

3) The installation of any barn-light style fixture for use as Outdoor Lighting is prohibited unless the fixture includes a full opaque reflector instead of the standard translucent lens. An example of barn-light style with and without the required opaque reflector is shown in Figure L.
4) The operation of searchlights for advertising purposes is prohibited.



Figure I: Acceptable shielding of barn-style light fixtures.

M. Submission of Plans and Evidence of Compliance
1) All building permit applications must include an Outdoor Lighting plan that includes the following information:
   a) The location of all existing and proposed light fixtures (may be included on-Site Plan).
   b) A Lumen calculation sheet to determine lumens per net acre. It must include the square footage of the total area to be illuminated, the light fixture catalog descriptions or ordering number, lamp types (i.e., incandescent, low pressure sodium, compact fluorescent, LED, etc.), the Kelvin rating for the lamp, the B-U-G rating for the selected fixture (if available); the number of fixtures or lamps (use the same unit corresponding to the unit used to determine how many lumens are produced), fixture or lamp initial lumens, the location from the edge of a canopy (if applicable), and mounting height of all existing and proposed lamps.
   c) Manufacturer's specification sheets for all existing and proposed light fixtures.
   d) Elevations with notes where light fixtures are to be installed indoors that may be seen from the exterior.
   e) Site plan with specific measurements in feet for the area to be illuminated. A scale notation is not sufficient.
   f) Acknowledgement that the Applicant has received notification of the provisions of this Section.
2) Upon receipt of Residential building permit applications, City staff shall provide the homebuilder and/or Applicant with educational materials about this article. The City's submission of educational materials shall be prima facie evidence that the Applicant has received notification of the provisions of this Section.

3) Verification that a Residential or Commercial Construction Project requiring a building permit Application has complied with the provisions of this article shall occur during the final electrical inspection by the City building inspector.
4) For the first 60 days after the enactment of this article, Residential building permit Applicants may postpone the submission of the plans and evidence of compliance defined in this section for a maximum of 30 business days after the submission of their building permit Application.

N. Exemptions. The following Lighting instances are exempt from this article:
1) Outdoor light fixtures with a maximum output of 180 lumens per fixture, regardless of the number of bulbs, may be left unshielded provided the fixture has a diffuser installed, and the source of the light is not visible from any other property. The output from these fixtures shall not exceed 10% of the Total Outdoor Light Output allowed.
2) Outdoor light fixtures with a maximum output of 360 lumens per fixture, regardless of the number of bulbs, that are shielded with a medium to dark tone lens provided said lens reduces the Lumen output approximately in half, and the source of the light is not visible from any other property. The output from these fixtures shall not exceed 10% of the Total Outdoor Light Output allowed.
3) Outdoor Lighting that light is produced directly by the combustion of fossil fuels.
4) Lighting required by law to be installed on motor vehicles.
5) Lighting needed during activities of law enforcement, fire and other emergency services.
6) Lighting employed during emergency repairs of roads and utilities may be unshielded provided the lights are positioned so they do not shine in the eyes of passing drivers.
7) Lighting required for the safe operation of aircraft.
8) Temporary Lighting required to save life or property from imminent peril provided the lights are positioned so they do not shine in the eyes of passing drivers.
9) Festoon type low-output lamps are limited to small individual bulbs on a string with a maximum output of56 lumens within any square foot. The bulbs must have a rating of no more than 2800 Kelvin, may not be located within 3 feet of a reflective surface such as a light colored or metal wall, and the bulbs may not be visible from any Residential property within 50 feet of the installed lights. The Lumen output from these lamps shall be doubled for inclusion in the Total Outdoor Light Output calculations and that doubled Lumen value shall not exceed 20% of the Total Outdoor Light Output allowed for the property.
10) Low-intensity mini-lights or rope-type lights in amber, gold, yellow, cream, red, orange, or warm white wrapped on a tree, post, or other similar object provided the layers are at least 6 inches apart. The output from these mini-lights shall not exceed 2% of the Total Outdoor Light Output allowed for the property and will be included in the lumens calculation for the Total Outdoor Light Output allowed.
11) Temporary Lighting for theatrical, television, performance areas, events, or Construction areas provided the lights are positioned so they do not shine in the eyes of passing drivers and the source of the

illumination is shielded from any other property. This Temporary Lighting must not allow any light to be projected or reflect above the Structures or trees on the property.

12) Lighting required by federal or state laws or Standards.

Sec. 14.04.004 Off-Street Parking, Loading, and Bicycle Parking Standards.

A. Purpose. The purpose of this section is to ensure that adequate and appropriately designed off-street parking, loading, and bicycle facilities are provided for all land uses, while avoiding excessive impervious cover and encouraging multimodal transportation. These standards are intended to:

1) Balance the needs of residents, businesses, and visitors.
2) Reduce traffic congestion and hazards from on-street parking.
3) Protect adjacent neighborhoods from spillover impacts.
4) Provide flexibility through shared parking and demand-based studies.
5) Encourage sustainable practices, including bicycle use and electric vehicle readiness.

B. Applicability.

1) Off-street parking, loading, and bicycle parking shall be provided in accordance with this ordinance for all new development, redevelopment, and changes of use.
2) If a use is not listed, the Planning Director shall determine the most similar use or require a parking demand study.

C. Definitions.

1) Cross-Access Easement. A recorded easement allowing vehicles and pedestrians to travel between adjoining sites so that driveways/parking areas connect, as required by this Code.
2) Drive Aisle. An internal maneuvering lane that provides access to parking spaces and loading areas and is not a through street.
3) Drive-Through Stacking Space. A queued vehicle position in a drive-through lane, exclusive of the service window/box, meeting the minimum dimensions and counts in this Article.
4) ITE (Institute of Transportation Engineers). A professional association whose Parking Generation Manual (latest edition) and related database provide empirically derived parking demand rates/equations by land-use code (e.g., GFA, units, employees). Commonly used to estimate peak-period parking demand for stand-alone uses; data skews suburban and should be adjusted for local/contextual factors.
5) Loading Space (Berth). A designated area for the standing, loading, and unloading of trucks, meeting the dimensional, clearance, screening, and location standards of this Article.
6) Off-Street Parking. A paved, striped area on private property (outside the public right-of-way) intended for the parking of motor vehicles, required and regulated by this Article.

7) Parking Demand Study (PDS). Means a report prepared by a qualified professional engineer or transportation planner that estimates on-site parking demand for a proposed or existing use using accepted sources, field observation, and calibrated assumptions.
8) Parking Space (Standard). A striped stall meeting the dimensional and design standards of this Article.
9) Remote/Off-Site Parking. Required parking located on a separate parcel or tract within an approved walking distance and secured by a legal agreement.
10) Reserve (Banked) Spaces. Means spaces identified on a plan but not initially constructed and only installed if monitored demand meets defined triggers.
11) Shared Parking. Means the practice of satisfying the parking demand of multiple land uses with a common supply recognizing different peak periods and internal capture.
12) Transportation Demand Management (TDM). Means strategies that reduce single-occupant vehicle trips and parking demand (e.g., unbundled parking, transit benefits, carpool/vanpool, bike facilities).
13) ULI (Urban Land Institute). A research organization whose Shared Parking (latest edition) methodology models mixed-use parking demand by applying time-of-day/day-of-week factors, internal capture, mode split, pricing, and seasonal adjustments to determine combined peak occupancy and right-sized supply.

D. Minimum Off-Street Parking Requirements.
1) Minimum Size:
a) Residential: 10’ x 20’ stall sizes or equivalent sq. footage in slanted stalls, and parked vehicles may not block sidewalks.
b) Commercial: 9’ x 18’ stall sizes or equivalent sq. footage in slanted stalls.
2) Residential Uses:
a) Single-Family / Two-Family Dwelling: 1 space per bedroom
b) Townhouse / Multifamily: 1 space per bedroom
c) Accessory Dwelling Unit (ADU): 1 space per bedroom.
3) Nonresidential and Mixed Uses

Use Category	Minimum Off-Street Parking Requirement
Retail, personal service, general commercial	1 space per 250 sq. ft. GFA
Restaurant, bar, café	1 space per 100 sq. ft. GFA
Office, professional services	1 space per 400 sq. ft. GFA
Medical / Dental office or clinic	1 space per 250 sq. ft. GFA
Hospital	1 space per 400 sq. ft. or 1 space per 2 beds

Hotel / Motel	1 space per guest room
Religious institution	1 space per 275 sq. ft.
Schools (K-12)	1 space per 500 sq. ft. GFA
College / Higher education	1 space per 400 sq. ft. GFA
Childcare / Daycare	1 space per 350 sq. ft. GFA, plus a designated drop-off/pick-up area
Fitness center, gym, indoor recreation	1 space per 200 sq. ft. GFA
Entertainment (theater, bowling, skating, arcade, etc.)	1 space per 250 sq. ft. GFA
Civic uses (library, museum, government building)	1 space per 300 sq. ft. GFA
Parks / outdoor recreation facilities	As determined by the Planning Director or Parks and Recreation Director, based on use intensity (fields, courts, trailhead, etc.)
Assembly, theater, auditorium	1 space per 40 sq. ft. assembly area or 1 space per 4 fixed seats.
Industrial, warehouse, wholesale	1 space per 1,000 sq. ft. GFA; 1 per 300 sq. ft. for office/showrooms.
Self-storage	1 space per 20 storage units (minimum 3)
Civic uses (library, museum, government building)	1 space per 300 sq. ft. GFA
Furniture, mattress, appliance, or similar large item retail with accessory warehouse/storage (warehouse showroom)	1 space per 400 sq. ft. of public showroom/sales floor area (GFA), plus 1 space per 1,000 sq. ft. of non-public warehouse/storage area (GFA). Office area shall be parked at 1 space per 300 sq. ft. where separately identified.

E. Maximum Parking. Any request to exceed 125% of the minimum required off-street parking shall require approval by the Development Review Committee. The DRC may impose conditions reasonably related to mitigating impacts, including but not limited to requiring a professionally prepared parking demand study, enhanced parking-lot landscaping or tree canopy, designation of deferred “reserve” spaces, and/or shared-parking.

F. Flexibility and Alternative Compliance

1) Parking Demand Study

a) An applicant may submit a professionally prepared parking demand study (using ITE, ULI, or other accepted methodology).

b) The DRC may approve reduced parking if the study demonstrates that the proposed supply will adequately serve the use.

2) Shared Parking

a) Developments with multiple uses may share parking if peak hours do not overlap.

b) A reduction of up to 50% of the total required spaces may be approved with a shared parking agreement.

3) Remote / Off-Site Parking

a) Off-site parking is permitted if within 500 feet walking distance of the entrance to the building and secured by legal agreement.

G. Bicycle Parking

1) Applicability. Required for all nonresidential and multifamily developments.

2) Minimums.

a) Multifamily: 1 long-term space per 5 units.

b) Nonresidential: 1 short-term space per 20 required vehicle spaces (minimum 2).

3) Design.

a) Bicycle racks must be securely anchored, ADA accessible, and located within 50 feet of main entrances.

H. Loading and Stacking

1) Loading Spaces

a) 1 space per 20,000 sq. ft. GFA of commercial, office, or industrial use.

b) Loading space dimensions: minimum 12’ × 45’ with 14’ vertical clearance.

c) Must be screened from public view and not located within required front setbacks.

d) Hours of loading adjacent to residential districts may be limited by the City.

2) Drive-Thru Stacking

a) Minimum stacking space size: 8’ × 20’.

b) Required number of stacking spaces:

(1) Bank: 4 per lane

(2) Restaurant: 6 per lane

(3) Car wash: 4 per wash bay

c) Stacking areas shall not block drive aisles or required parking spaces.

I. Design Standards

1) Lots shall provide landscape screening and pedestrian connections per the landscape ordinance.

2) Accessible spaces must comply with ADA standards.

3) All required off-street parking spaces, drive aisles, and maneuvering areas shall be paved and permanently maintained with an all-weather, dust-free hard surface.

Sec. 14.04.005 Access and Connectivity.

A. Purpose. Establish standards that create a safe, multimodal, and legible circulation network; minimize conflict points; extend the community street grid; and ensure that new development contributes its fair share toward a connected public realm.

B. Applicability.

1) Applies to all development requiring a site plan, conditional use permit, or building permit that alters site access, internal circulation, or frontage improvements.

2) Where standards herein conflict with an adopted Street/Thoroughfare Plan, Transportation Master Plan (TMP), or state/federal access regulations, the most protective standard applies unless otherwise stated.

C. Definitions.

1) ADT (Average Daily Traffic): The total vehicles on a roadway in 24 hours, averaged over a representative period.

2) Driveway: A private vehicular connection between a street and abutting property, including any curb return/flare.

3) Drive Aisle: An internal private circulation lane serving on-site movement between parking, buildings, and access points.

4) Full-Movement Driveway: A driveway allowing left-in, left-out, right-in, and right-out movements.

5) RIRO (Right-In/Right-Out) Driveway: A driveway restricted to right turns only when entering from or exiting to the street.

6) Corner Clearance: Distance along the traveled way from the intersecting street's curb-return tangent (or nearest edge of intersecting pavement where no curb exists) to the nearest edge of the driveway.

7) Throat Length: The distance from the right-of-way line at a driveway to the first internal conflict point, intended to store on-site queues.

8) Cross-Access: Vehicular, bicycle, and pedestrian connections between adjoining properties that allow movement without re-entering the public street; may be secured by a Cross-Access Easement.

9) Internal Walkway: A paved, ADA-compliant pedestrian route on private property connecting primary entrances, parking areas, transit stops, and public sidewalks.

10) Shared-Use Path: A two-way off-street facility for pedestrians and bicyclists (and other micromobility as permitted), generally 10 feet minimum unless otherwise approved.

D. Internal Circulation. Drive aisles shall form a coherent network that connects all buildings, parking fields, loading/service areas, and access points. Dead-end drive aisles exceeding 150 feet shall provide a compliant turnaround.

E. Site Access Management (Vehicular)

F. Number of Driveways. Minimize driveways and locate them to maximize spacing from intersections. Corner lots shall place primary driveways on the lower-classified or secondary frontage.

G. Driveway Criteria and Spacing.

1) Residential Driveways. A concrete driveway approach designed and intended to serve as access from a roadway to a lot or parcel of land which is a location for a one (1) or two (2) family residence.

Type	Driveway Width	Minimum Driveway Spacing
Single Family	12’-24’	1 driveway per property
Duplex/Townhome	12’-24’	10’

2) Commercial Driveways. A concrete driveway approach designed and intended to serve as access from a roadway to a lot or parcel of land used for any development or purpose other than one or two family residences.

Street Type	One-Way Driveway Width	Two-Way Divided Driveway Width (each side of median)	Two-Way Undivided Driveway Width	Minimum Driveway Spacing
Local Street	15’ min -20’ max	20’ min – 24' max	25’ min – 40' max	100’ min.
Major Collector	15’ min -20’ max	20’ min – 24' max	25’ min – 40' max	150’ min.
Major Collector (4-Lane w/Median)	18’ min -25’ max	20’ min – 24' max	30’ min – 40' max	150’ min.
MAD 4, MAD 6	18’ min -25’ max	20’ min – 30' max	30’ min – 45' max	200’ min.
MAD 8	18’ min-25' max	20’ min – 30' max	30’ min – 45' max	400’ min.

3) How to Measure. Driveway spacing is measured along the edge of the traveled way from the nearest edge of pavement of one driveway to the nearest edge of pavement of the next driveway. Corner clearance is measured along the edge of the traveled way from the tangent point of the intersecting street curb return (or the closest edge of the intersecting roadway pavement where no curb return exists) to the nearest edge of pavement of the driveway.
4) Sight distance governs. If intersection/driveway sight distance, queueing, or auxiliary lane needs require larger values than the table, use the larger value.
5) Engineering study. Where unique constraints exist, an engineering study may justify adjustments, provided safety and operations are maintained or improved (no reduction below Column (3) on non-frontage roads without shared access or physical RIRO).

H. Driveway Widths at ROW: Single-user access 12–24 ft; shared/multi-tenant 24–30 ft (max 36 ft only with demonstrated need). Provide curb radii or tapers per street class.

I. Throat Length (internal stacking). The throat storage length for high volume access driveways is directly related to the number of parking spaces accessible by the driveway. To determine the throat storage length, the total number of parking spaces shall be divided by the number of driveways and refer to table below. The calculation shall be used on the proposed number of parking stalls for an overall development or the number of parking spaces for an individual lot, whichever provides the more conservative ratio of parking stalls to driveways. This will ensure all departing cars can be stored adequately while waiting to exit the site.

Parking Spaces per Driveway	**Storage Required (ft)**			
	Multi-Family or Commercial Land Use		**Industrial Land Use**	
	Left Turn Allowed			
	No	Yes	No	Yes
<25	25	25	25	25
25-50	25	40	25	40
51-100	25	40	40	40
101-200	40	80	40	60
More than 200	100	150	40	100

1) Throat length is measured from the property line to an interruption point. An interruption point consists of the first intersecting aisle, internal driveway, or parking stall.

2) For minor driveways that do not access a parking lot, the length of the driveway must fully incorporate the length of one parked vehicle or 20 ft.

3) For sites with structured parking, the throat length may be reduced to 0 ft. if queueing areas are demarcated to prevent turning conflicts for queued vehicles.

J. Shared Access & Consolidation. Where spacing cannot be met, sites shall consolidate access with adjoining lots via shared driveways and cross-access (see Subsection G). New development along an arterial shall first pursue shared access before requesting a new curb cut.

K. TxDOT/State Facilities. Access to state highways shall comply with TxDOT driveway rules; where stricter, City standards govern internal circulation and cross-access.

F. Pedestrian Connectivity

1) Frontage Sidewalks. Sidewalks shall be provided along all public and private street frontages at the width specified by the adopted street type cross-sections (and in accordance with Section 14.04.001) and shall connect to existing sidewalks on abutting sites.
2) Internal Walkways. Provide an on-site pedestrian network that:
    a) Connects each primary building entrance to the public sidewalk, parking fields, transit stops, and on-site amenities.
    b) Includes safe, direct walkways across parking areas at least every 200 ft of row length or per parking module, whichever is less.
    c) Provides a walkway minimum 6 ft wide along building façades with customer entries.

G. Crossings & Protection. Crosswalks across drive aisles/driveways shall be marked and, where ADT or design speed warrants, enhanced with raised tables, special paving, or refuge islands. Curb ramps and cross-slopes shall be ADA-compliant.

H. Cross-Access Between Sites
1) Easements. Adjacent nonresidential and mixed-use sites shall grant and record perpetual cross-access easements to allow vehicles, bicycles, and pedestrians to travel between sites without re-entering the public street.
2) Drive Aisle Standards. Cross-access drive aisles shall be 24 ft minimum (two-way) or 12 ft (one-way with signing/marking) and remain open during business hours of the connected uses.
3) Staging & Deferral. Where an adjacent property is undeveloped, the applicant shall build drive aisles and sign them as “future connection,” with curb/fence removable upon adjacent development.

I. Bicycle Connectivity
1) Consistency with Adopted Plans. Site design shall align with the City’s adopted Transportation Master Plan (TMP) and any Bikeway/Trails Plan. Where a planned bicycle facility or shared-use path is mapped along the site’s frontage or through the property, the development shall dedicate the necessary right-of-way or easement and construct the facility per City standard details in accordance with Section 14.04.001 or, if approved by the Director, pay the fee-in-lieu toward the sidewalk fund.
2) Crossings of Driveways and Aisles. Where a bicycle/shared-use path crosses a driveway or internal drive aisle, provide a continuous, direct alignment with marked crossings and visibility measures consistent with City standards. Intersection and driveway treatments (markings, geometry, traffic calming) shall prioritize the safety of path users and comply with ADA requirements.
3) Barriers & Fencing. Walls or fences along mapped path corridors shall include openings or gates to maintain the required public connections, with sight-distance and protection elements per City detail.
4) Wayfinding & Lighting. Where a path segment is provided, install City-standard wayfinding and lighting as applicable to the facility type and context identified in the Street & Frontage Standards.

5) Maintenance. Path segments located on private property shall be maintained by the property owner unless and until accepted by the City.

6) Alternative Alignment. When physical constraints (e.g., floodways, heritage trees, utilities, railroads) prevent the mapped alignment, the Director of Development Services may approve an alternative that preserves network continuity and delivers substantially equivalent access and safety, supported by an Access & Connectivity Plan.

J. Transit Access (Where Applicable)

1) For sites fronting corridors with existing or programmed transit service, coordinate with the transit provider to provide bus stop pads, ADA connections, and, where warranted by ridership thresholds, shelters and lighting integrated into the frontage.

K. Emergency Access & Fire Lanes

1) Provide fire apparatus access roads per the City's adopted Fire Code.

2) Dead-end fire lanes over 150 ft require an approved turnaround. Fire lane markings/signage shall be maintained in perpetuity.

L. Parking Interface & Street Loading

1) Head-in or back-out parking directly to an arterial or collector is prohibited.

2) Loading and service areas shall be sited to minimize conflicts with pedestrian routes and screened per the Screening & Landscaping standards. Service vehicle movements shall not block required pedestrian connections.

M. Traffic Impact Analyses (TIA) & Mitigation

1) Definition and Scope. Traffic Impact Analysis (TIA).

A Traffic Impact Analysis is a technical report, prepared, signed, and sealed by a professional engineer licensed in the State of Texas with experience in traffic engineering, that evaluates the transportation impacts of a proposed development or change in zoning/intensity. An ITE-standard TIA shall be prepared in accordance with the current Institute of Transportation Engineers (ITE) Trip Generation Manual and ITE's Recommended Practice for Transportation Impact Analyses, and shall, at a minimum:

a) describe the proposed project, phasing, and study area (to include nearby intersections within ½ mile);

b) estimate trip generation, distribution, and assignment using ITE or approved local trip rates;

c) document existing and forecast traffic conditions for "no-build" and "build" scenarios;

d) provide capacity and operations analysis for key intersections and access points; and

e) identify proportionate mitigation measures and access, circulation, and safety recommendations, with supporting figures and worksheets.

2) Triggers. A TIA is required when a proposed development or change in zoning/intensity is expected to generate ≥100 new peak-hour trips or ≥1,000 new average daily trips, based on ITE or approved local trip

rates, or when determined by the City Engineer or City Council due to safety or operational concerns. When required, a TIA shall be submitted with the first applicable application, including:

a) zoning map amendments (rezonings), including Planned Development Districts (PDDs), where the requested zoning would reasonably allow that level of intensity, as determined by the Director or City Engineer;
b) preliminary plats;
c) site development plans; and
d) any other discretionary development application identified by the Director or City Engineer.

3) Traffic Memorandum (Traffic Memo)

A Traffic Memorandum is a concise, letter-format traffic analysis prepared, signed, and sealed by a professional engineer licensed in the State of Texas with experience in traffic engineering. A Traffic Memo may be required in lieu of a full Traffic Impact Analysis (TIA) for lower-intensity developments or rezonings that do not meet the TIA trip thresholds but raise localized safety or operational concerns. At a minimum, a Traffic Memo shall:

a) briefly describe the proposed project, access points, and surrounding street network;
b) estimate daily and peak-hour trip generation using the current ITE Trip Generation Manual or approved local data;
c) qualitatively assess trip distribution, access, sight distance, and potential conflict points;
d) provide a screening-level review of impacts at key intersections or driveways, using available volume or crash data where appropriate; and
e) identify any recommended access, circulation, signing/striping, or minor geometric improvements to address site-related safety or operational issues.

4) Proportionate Mitigation. Applicants shall dedicate right-of-way and construct or fund on- and off-site transportation improvements that are roughly proportionate to the development's impacts as determined by the City Manager and Director of Development Services, consistent with state law. Timing/phasing may be established through an agreement.

a) The responsibility of the developer for mitigation does not diminish the requirements of roadway impact fees set forth in Article 13.12 of the Bastrop Code of Ordinances, unless they have established an offset or credit to fees otherwise due.

N. Submittal Requirements

1) Access & Connectivity Plan showing all proposed and future stubs, sidewalks, trails, bicycle facilities, transit elements, and cross-access connections within 200 ft of the site boundaries.
2) Draft instruments for any required easements (public access, cross-access, sidewalk/trail) and shared access agreements.
3) If applicable, TIA with recommended mitigation, phasing, and cost participation.

O. Enforcement & Phasing

1) Required frontage, sidewalk, cross-access, and internal pedestrian/bicycle connections shall be constructed prior to Certificate of Occupancy for the associated phase, unless deferred by approved agreement.

2) Where a future connection is required but not yet constructible due to off-site constraints, the developer shall construct the on-site portion to the property line and record the easement, with temporary measures (removable curb/planter or gate) installed until connection is opened.

Sec. 14.04.006 Accessory Uses and Structures.

A. Purpose. Allow customary accessory uses and accessory dwelling units (ADUs) to broaden housing choices while protecting neighborhood and rural character. This section sets clear limits on size, height, placement, and design. All accessory structures count toward lot coverage, impervious cover, and parking requirements.

B. Applicability.

1) Applies on any lot that already has a principal use or principal building.

2) All accessory uses and structures must be incidental and clearly secondary to the principal use on the same lot.

3) ADUs are allowed only on lots with a single family dwelling or a duplex, and only as provided in Section G.

C. Definitions

1) Accessory Use. A use customarily incidental and subordinate to the principal use, located on the same lot.

2) Accessory Structure—Residential. A non-dwelling structure serving a residence (for example, garage, carport, storage building, pool house, workshop, pergola, greenhouse).

3) Accessory Structure—Nonresidential. A subordinate structure serving a nonresidential use/commercial use (for example, detached storage, equipment enclosure, refuse or recycling enclosure, detached canopy).

4) Accessory Dwelling Unit (ADU). A self-contained dwelling that is secondary to the principal dwelling on the same lot, with its own kitchen, bathroom, and sleeping area; may be detached, attached, or located above a garage.

D. General Standards (All Accessory Structures)

1) Timing. No accessory structure may be used or occupied before the principal structure is established.

2) Front Yards. Accessory structures are prohibited in a required front yard, except detached garages oriented to an alley.

3) Separation. Maintain a minimum of ten feet between buildings on the lot unless constructed with required fire-rated assemblies.

4) Easements and Visibility. No encroachments into recorded easements or visibility triangles.

5) Utilities and Drainage. Maintain drainage paths and access to meters and cleanouts; screen rooftop or pad-mounted equipment as required by this Code.

6) Coverage and Impervious Limits. All accessory structures (including ADUs) count toward district maximum lot coverage and impervious cover (see zoning district standards).
7) Historic Review. Within designated local historic districts or landmarks, additional review applies under the Historic Preservation Ordinance.
8) Height Measurement. Heights are measured per the definition of Building Height in Article 14.14.

E. Accessory Structure—Residential

1) Maximum Height.
   a) Single-Family (SF) and Mixed Use (MU) districts: 20 feet (one story); up to 24 feet for a garage with a pitched roof matching the principal roof pitch.
   b) Rural Residential (RR) districts: 24 feet (one story) or 35 feet for agricultural accessory buildings.
2) Setbacks (minimum).
   a) Single-Family (SF) and Mixed Use (MU) districts:
      (1) 5 feet side setback
      (2) 5 feet rear setback
      (3) 10 feet corner side setback
      (4) not permitted in the front yard
   b) Rural Residential (RR) districts:
      (1) 10 feet side setback
      (2) 10 feet rear setback
      (3) 15 feet corner side setback
      (4) not permitted in front yard
3) Design and Placement.
   a) Where alleys exist, orient detached garage doors to the alley when feasible.

F. Accessory Structure—Nonresidential

1) Location. Place to the side or rear of the principal building and behind the front building façade.
2) Maximum Height. Twenty-four (24) feet.
3) Setbacks.
   a) 5 feet side setback
   b) 5 feet rear setback
   c) 10 feet corner side setback
   d) not permitted in the front yard

G. Accessory Dwelling Units (ADUs)

1) Eligibility. ADUs are allowed only on lots with an established single family dwelling or a duplex.
   a) Rural Residential (RR) and Mixed Use Districts:

(1) Up to two ADU's are allowed by-right on any Rural Residential or Mixed Use zoned lot, provided parking and impervious cover requirements are met.

b) Single-Family (SF) districts:

(1) One ADU is allowed by-right on any Single Family-zoned lot, provided parking and impervious cover requirements are met.

(2) A second ADU may approved with a Conditional Use Permit on any Single Family-zoned lot, provided parking and impervious cover requirements are met.

c) No more than two ADU's may be allowed on a lot.

2) Types. Detached (including above a detached garage), attached to the principal dwelling, or internal conversion (within the existing house or garage) with a separate code-compliant entrance.

3) Maximum Size (each ADU, gross floor area)

a) Standard: up to 1,000 square feet or 60 percent of the principal dwelling's conditioned floor area, whichever is less.

b) Rural Residential zoned lots greater than one acre: may increase to 1,500 square feet (regardless of percentage).

c) Attached ADU's and Internal Conversions: An attached ADU, including an ADU created by internal conversion of existing conditioned space within the principal dwelling (without additions), shall not exceed one thousand (1,000) square feet or fifty percent (50%) of the principal dwelling's conditioned floor area, whichever is less, and the principal dwelling shall remain the larger unit.

4) Height. Maximum 24 feet and no more than two stories.

5) Setbacks (detached ADUs)

a) Single-Family (SF) and Mixed Use (MU) districts:

(1) 5 feet side setback

(2) 5 feet rear setback

(3) 10 feet corner side setback

(4) not permitted in the front yard

b) Rural Residential (RR) districts:

(1) 10 feet side setback

(2) 10 feet rear setback

(3) 15 feet corner side setback

(4) not permitted in front yard

6) Privacy and Entries

a) Locate a primary ADU entry facing an alley or street, the principal dwelling, or an interior side yard; avoid facing a neighboring rear yard.

b) Second-story balconies, decks, or rooftop terraces must be at least 10 feet from any side or rear lot line abutting a residential lot.

7) Parking. An ADU shall provide off-street parking at a ratio of one (1) space per ADU bedroom, which may be satisfied with existing on-site parking spaces to the extent the principal dwelling has surplus spaces beyond those serving the principal dwelling. If no surplus exists, additional spaces shall be provided to meet the one (1) space per ADU bedroom requirement. The principal dwelling is not required to be brought into compliance with current parking ratios, unless and until the principal dwelling is expanded or otherwise modified in a manner that triggers compliance with this Code's off-street parking requirements.

8) Utilities and Addressing. Utilities for an ADU shall be provided and metered in accordance with the requirements of the applicable utility provider. Addressing for an ADU shall comply with Bastrop 911 addressing requirements, including assignment of a secondary address when required. In the Rural Residential (RR) District, or on any lot served by an on-site sewage facility (OSSF), compliance with all applicable OSSF regulations is required prior to permit issuance.

9) Corner and Alley Lots.

a) Corner lots. If an ADU's primary entrance or primary facade faces the secondary frontage (corner side street), the ADU shall observe a setback from that frontage equal to the base zoning district's minimum front-yard setback.

b) Where an alley abuts the lot, vehicle access to an ADU garage shall be taken from the alley, unless the Director determines alley access is infeasible due to documented grade constraints, utility conflicts, or other physical site limitations.

10) Approvals and Alternative Compliance

a) By-right cases are approved by building permit. Conditional Use cases require Conditional Use Permit approval before a building permit.

H. Prohibited

1) Permanent commercial activity in an accessory structure within residential districts, except permitted no-impact home based businesses.

2) Shipping containers used as dwellings unless brought to full residential code compliance.

3) A dwelling unit in any accessory structure unless it complies with the ADU standards in this section.

4) Any accessory structure or ADU on a lot before the principal use or building is established.

I. Enforcement and Maintenance. Accessory structures and ADUs must be maintained in good repair. Violations are enforceable under Chapter 14 as well as the City Nuisance and Building Codes (including stop-work orders, withholding of certificates of occupancy, fines, and abatement where applicable).

ARTICLE 14.05 LANDSCAPING REQUIREMENTS

Sec. 14.05.001 Minimum On-Site Landscaping Requirements

A. Purpose and Intent.

1) This Article establishes minimum landscaping, streetscape, tree preservation, and water-conservation standards to protect public health, safety, and welfare; manage stormwater; conserve water resources; preserve and expand urban tree canopy; buffer incompatible land uses; mitigate heat-island effects; and improve shade, comfort, and walkability consistent with the City's comprehensive plan.

B. Applicability and Exemptions.

1) Applicability. This Article applies to all development requiring site plan, building permit, or plat approval, including new development and redevelopment.

2) Redevelopment Threshold. If a project results in a cumulative increase of the building footprint, paved/impervious area, or parking area on a site of twenty-five percent (25%) or more, the site shall be brought into compliance with current landscaping requirements as feasible, prioritizing:

a) frontage landscaping;

b) parking-lot interior landscaping; and

c) perimeter buffers.

d) Feasibility Determination. For purposes of this section, "feasible" means physically possible on the site as determined by the Director, considering existing buildings, required drive aisles and fire access, required parking and accessible routes, utilities and easements, drainage facilities, and visibility/safety requirements.

3) Exemptions.

a) Single family dwellings or duplexes on individual infill lots are exempt except requirements under Section D.2.

b) Agricultural uses are exempt.

4) Planned Developments and Overlays. Planned Development (PD) districts and Overlay districts shall comply with this Article unless alternative landscape standards are expressly adopted in the PD/Overlay ordinance; where conflicts occur, the adopted PD/Overlay controls.

C. Definitions. Unless otherwise stated, terms have their commonly accepted meaning.

1) Director: The Director of Development Services or designee.

2) Caliper: The diameter of a tree trunk measured four and one-half (4.5) feet above grade (DBH).

3) Canopy Tree: A species typically attaining a mature height of thirty-five (35) feet or more with broad shade.

4) CO: Certificate of Occupancy.

5) Earthen Berm: A linear mound of compacted, clean soil placed within a required landscape area or buffer to provide screening or a grade transition. Berms shall be stabilized with vegetation, graded for positive drainage, and constructed with side slopes no steeper than 3:1 (H:V) (4:1 where adjacent to sidewalks or public frontage) and a minimum top width of three (3) feet. Berms shall not be located within sight-visibility triangles, root protection zones, or drainage/overflow easements, and shall not obstruct drainage or flood flows. Berms are prohibited in FEMA-designated floodways and are allowed in the SFHA only with approval by the Floodplain Administrator and City Engineer and any required engineering certification. Berms may be combined with screening vegetation or fencing to meet buffer requirements.
6) Effective Storage (ES): The lesser of (i) rated tank volume, or (ii) 1.0 inch of rainfall over the connected roof area, multiplied by a 0.80 recovery factor. A five (5) day drawdown assumption is acceptable for sizing equivalency.
7) Evergreen Screening: A year-round visual screen made primarily of evergreen plant material from the City's adopted plant list, used to screen parking, service areas, or incompatible uses. Evergreen shrubs shall be at least 5-gallon and 24 inches tall at planting; evergreen trees, where used, shall be at least 2-inch caliper and 8 feet tall at planting. Plantings shall be installed to form a continuous hedge within a planting strip at least five (5) feet wide and shall be located outside sight-visibility triangles and in compliance with utility clearances. The screen shall achieve and maintain a minimum height of six (6) feet (or greater where otherwise required) and at least 80% opacity between three (3) feet above grade and the required height within three (3) years. Where utilities prevent a hedge, an equivalent screen may be approved using an evergreen vine on a fence or wall with supplemental plantings, provided the same height and opacity are achieved. Dead or declining plants shall be replaced by the next planting season. Invasive species, including running bamboo (Phyllostachys spp.), are prohibited.
8) Masonry Wall: A permanent, opaque screening wall constructed of brick, natural or cast stone, decorative concrete masonry units (CMU), or CMU with an integrally colored cementitious stucco finish. The wall must be on a continuous reinforced concrete footing and designed for lateral loads under the adopted building code. Freestanding walls must be reinforced masonry; brick or stone veneer is allowed only when anchored to structural CMU or concrete. Where visible from a public street or adjoining property, the wall must be finished on both sides and have a durable cap. Provide pilasters or offsets at changes in direction and at intervals of 30 feet or less. Exposed gray CMU is prohibited unless split-face or otherwise decorative with integral color. The wall must meet applicable height and opacity standards, be located outside sight-visibility triangles, and avoid utilities, easements (unless approved by the utility), and drainage or flood conveyance areas. The wall may not impede flood flows and is prohibited in FEMA floodways and in SFHAs unless all required approvals and certifications are obtained.

9) On Center (o.c.): Standard spacing measurement taken from the centerline of one element to the centerline of the next (e.g., shrubs planted at 36 inches o.c. are 36 inches apart, measured center-to-center).
10) Understory Tree: A species typically maturing below thirty-five (35) feet.
11) Root Protection Zone (RPZ): A circular area with a radius equal to one (1) foot for each inch of trunk caliper, measured from the trunk center.
12) Preservation Area: Undisturbed native vegetation designated on an approved plan and protected during and after construction.
13) Frontage Landscape: Required landscape area parallel and adjacent to a public right-of-way (ROW) but located on private property.
14) Xeriscape: Landscape designed for water efficiency through plant selection, soil improvements, and irrigation design.

D. Minimum Landscape Requirements

1) Required Landscape Area. Minimum landscape areas shall be provided per development type as specified in the Table below. Minimum landscape area shall be provided as a percentage of net lot area (lot area excluding dedicated public right-of-way).

Development Type	**Minimum Landscape Area (percent of net lot area)**
Townhouse / Small Multifamily (3–8 units)	20%
Multifamily (9+ units)	25%
Commercial / Office / Institutional / Mixed-Use	20%
Industrial / Employment	10%
Civic / Campus / Parks Support Facilities	20%

2) Residential Lots (Single Family Dwellings and Duplex). At least one (1) canopy tree shall be planted in the front yard within 10’ of the property line along the ROW; corner lots shall provide one (1) canopy tree along each street frontage outside sight triangles. At least two (2) shrubs shall be planted within the front yard (and corner side yard, if applicable) within 15’ of the property line along the ROW. Existing healthy native trees in the front yard may satisfy the tree requirement.
    a) Irrigated turf shall not exceed fifty (50) percent of the front-yard landscaped area.
        (1) Front-yard landscaped area: The pervious area within the required front yard that is not covered by buildings or impervious surfaces (driveways, sidewalks, patios, decks, etc.).
        (2) Irrigated turf: Turfgrass served by a permanent irrigation system (automatic irrigation or dedicated irrigated zone).
        (3) The remaining required front-yard landscaped area shall be provided with a combination of native or drought-tolerant trees, shrubs, perennials, ornamental grasses, and groundcovers;

mulched planting beds; decorative rock or decomposed granite used in planted areas; and may include rain gardens or other landscaped stormwater features.

3) Credit for Existing Vegetation. Up to fifty (50) percent of the required landscape area may be satisfied by preserved, undisturbed native vegetation free of state-listed invasive species, provided Preservation Areas are delineated on plans, protected during construction, and recorded by easement. Designated tree preservation areas with at least fifty (50) percent native canopy may count at 1.5× area, provided the total credit under this subsection does not exceed fifty (50) percent.
    a) This credit may be applied only toward the minimum required landscaped area. It shall not be used to reduce or substitute for required tree plantings, including required frontage (street) trees or parking lot trees.

E. Stormwater Basin/Channel Landscaping & Amenity Credit. Stormwater basins, channels, drainage easements, and floodways do not count toward required landscaped area. Up to 50% of the stormwater facility area may count only if the facility is amenitized as follows:
    1) Public-edge buffer: Provide a 15-foot planted buffer along the public edge. Install shade trees at a minimum rate of one (1) tree per forty (40) linear feet of buffer length, and shrubs at a minimum rate of one (1) 3-gallon shrub per three (3) linear feet of buffer length, with ornamental grasses provided in groupings throughout the buffer.
    2) Safety and function: Do not place woody plants on embankments or within required clear zones around hydraulic structures. Maintain required maintenance access and drainage function.
    3) Public amenities: Provide a trail and seating, plus at least one amenity such as an overlook or aerating fountain.

F. Streetscape and Frontage Requirements
    1) Location of Frontage Band. At least fifty (50) percent of the required on-site landscape area shall be within a continuous frontage landscape band a minimum of ten (10) feet in depth on private property along all street frontages.
    2) Street Trees. Provide one (1) tree per forty (30) linear feet of frontage, planted three to five (3–5) feet inside the property line; spacing may be adjusted administratively between twenty (20) and forty (40) feet to avoid utilities and sight triangles. In downtown or constrained contexts, trees may be placed in tree wells with root paths or structural soil; tree grates are permitted.
    3) Shrubs and Groundcovers. Provide shrubs in massed plantings within the frontage band at a minimum rate of one (1) 3-gallon shrub per three (3) linear feet, or an equivalent design shown on an approved planting plan that provides comparable coverage at maturity.
    4) Alternative Compliance—Constrained Sites. Where existing buildings, utilities, or easements prevent full compliance, the Development Services Director may approve equivalent frontage landscaping through expanded tree wells, raised planters, additional shade trees, or interior islands, provided the total

required frontage area and frontage tree count are maintained and the minimum on-site landscaping percentage per development type remains satisfied.

5) ROW Restoration. Disturbed ROW adjacent to sidewalks or streets shall be restored and stabalized prior to CO with sod or a xeriscape palette using drought-tolerant species.

G. Parking-Lot Landscaping

1) Interior parking areas shall include landscape area equal to at least:
   a) 10% of the total paved parking area for Commercial/Office/Institutional, Mixed-Use, and Multifamily; and
   b) 5% of the total paved parking area for Industrial;
   c) Required percentages above are exclusive of perimeter landscape strips and buffers. Islands, linear islands, and green-infrastructure islands may be counted toward this requirement. Where a percentage in this subsection and the island frequency requirements both apply, the more restrictive outcome governs.
2) Soil Volumes for Urban Tree Wells / Planters. Tree wells or raised planters in constrained/urban contexts may count as landscape area only where a minimum soil volume of 600 cubic feet per canopy tree and 300 cubic feet per understory tree is provided, which may be satisfied by structural soil or root paths.
3) Interior Islands and End-Caps. Provide a landscape island at both ends of each parking row and at least one (1) landscape island for every one hundred and twenty (120) linear feet. Each island shall be a minimum of three hundred (300) square feet and ten (10) feet in width, with one (1) canopy tree per island.
   a) For Industrial zones: Provide a landscape island at one (1) end of each parking row and at least one (1) landscape island for every two hundred (200) linear feet of parking row. Each island shall be a minimum of three hundred (300) square feet and ten (10) feet in width, with one (1) canopy tree per island.
4) Linear Islands. In lieu of discrete islands, a linear island of at least six hundred (600) square feet and ten (10) feet in width with two (2) shade trees may serve a single parking aisle of up to 240 linear feet (or 400 linear feet in Industrial zones).
5) Green-Infrastructure Islands. Where feasible, curb cuts or flush curbs shall convey runoff into islands designed as bioretention features with amended soils. If tested infiltration is less than 0.5 inches per hour, or the seasonal high-water table is within twenty-four (24) inches of the media bottom, an underdrain shall be provided to the storm system.
6) Perimeter Screening. Where a commercial parking area abuts a public right-of-way or a property zoned or used for residential use (including mixed-use), provide a minimum 10-foot perimeter landscape strip between the parking area and the ROW or property line. Plant the strip with one (1) canopy tree per thirty (30) linear feet and a headlight screen consisting of 5-gallon shrubs 5-gallon shrubs shall be planted at a

maximum spacing of thirty-six (36) inches on center (staggered as needed) to form a continuous headlight screen, and maintained at a maximum height of 36 inches.

a) A required frontage landscape strip or other required buffer may satisfy this requirement if it is located between the parking area and the ROW or residentially zoned property and meets or exceeds the width and planting standards of this subsection; required plantings may be counted once.

7) EV Charging Equipment Placement. Electric vehicle (EV) charging pedestals and associated equipment shall be located so as not to conflict with required tree growth or RPZs; a minimum five (5) foot clear radius around tree trunks at maturity shall be maintained. EV pedestals should be sited in end-caps or behind wheel stops outside required tree planting areas.

8) Relationship to Percentage Minimum. Where compliance with all sections yields total landscape area less than the percentage required by Sec. 14.05.001(D)(1), additional islands, linear islands, or bioretention areas shall be added to meet the percentage. Where it yields more, no reduction is permitted below the adopted standards.

H. Buffers Between Unlike Land Uses

1) Required buffers shall be provided along side and rear lot lines as follows:

a) Industrial abutting Residential or Mixed Use: thirty (30) feet wide landscape buffer with an earthen berm or masonry wall and evergreen screen capable of reaching six (6) feet in height within three (3) years; planted eight to ten (8–10) feet on center.

b) Industrial abutting Commercial: twenty (20) feet with earthen berm or masonry wall and evergreen screen capable of reaching six (6) feet in height within three (3) years; plant eight to ten (8–10) feet on center.

c) Commercial abutting Single Family Residential: fifteen (15) feet with evergreen screening.

d) Remaining pre-existing native vegetation may count towards the buffer requirement, supplementing additional vegetation as needed.

e) Loading Docks: 15-foot landscape buffer with an 8-foot opaque masonry wall (10-foot when abutting residential) and a continuous evergreen hedge in a ≥5-foot planting strip, planted at ≤36-inch o.c., achieving ≥80% opacity within 3 years.

2) Scenic Corridors. Along any frontage on a TxDOT right-of-way, planted inside the private property line, provide a 20-foot frontage buffer with one (1) canopy tree per 30 linear feet. The buffer shall also include layered plantings, meaning a combination of understory trees and shrubs installed as follows: one (1) understory tree per 60 linear feet and shrubs at a minimum rate of one (1) 3-gallon shrub per three (3) linear feet, arranged in groupings within mulched planting beds. Turf, if any, is limited to pedestrian access and does not satisfy the layered planting requirement.

I. Tree Protection and Mitigation

1) Tree preservation, protection fencing, construction within RPZs, removals, and mitigation shall comply with, Article 6, Tree Preservation and Mitigation. Where this Article is more restrictive, this Article controls.
2) Credits. Preserved trees that meet spacing and health standards may be credited toward parking-lot tree and frontage tree requirements when located within required landscape areas.

J. Minimum Planting Standards
1) Plant Quality. All plant materials shall conform to ANSI Z60.1 and be nursery-grown, free of pests and disease, and typical of their species.
2) Installation. Set trees with the root flare at finished grade; apply mulch two to three (2–3) inches deep, kept at least three (3) inches from trunks.
3) Utilities and Sight Distance. Trees shall not be planted within ten (10) feet of fire hydrants or five (5) feet of underground utilities; all plantings must be outside sight-visibility triangles; species/placement shall avoid overhead utility conflicts.

K. Root Protection Zones
1) Protection Intent. Root zones shall remain protected and undisturbed for preserved trees, and new plantings shall be sited and detailed to provide appropriate soil volume and space for healthy root establishment and growth.
2) Root Protection Zone (RPZ). For purposes of this Code, the RPZ is a circular area with a radius equal to one (1) foot for each inch of trunk caliper, centered on the trunk, unless a Tree Protection Plan prepared by an ISA-Certified Arborist establishes a different radius based on species and site conditions.
3) Protection Fencing. Prior to any land disturbance, the RPZ of all preserved trees shall be enclosed with four (4) foot-high chain-link or welded-wire fencing supported by steel posts at eight (8) feet on center, with “Tree Protection Area – Keep Out” signage posted at one per 50 feet of fence or minimum one per tree. Fencing shall remain in place until Final landscape inspection unless released in writing by the Director.
4) Prohibited Activities Within the RPZ. Within the RPZ, the following are prohibited: grading; cuts or fills; trenching; compaction by vehicles or equipment; parking or materials storage (including soil, rock, equipment, or dumpsters); concrete wash-out; fuel, paint, or chemical mixing; fires; and installation of utilities, footings, slabs, or pavements.
5) Limited Encroachments (Methods). Where the Director determines that an encroachment into the RPZ is unavoidable, the following methods shall be used, and only to the minimum extent necessary:
    a) Hand digging or pneumatic excavation (no mechanical trenchers) within the outer one-third of the RPZ.
    b) Tunneling or directional boring for utilities beneath roots at a minimum twenty-four (24) inches below existing grade (or below the majority root plate if known).

c) Root pruning only as necessary to complete the work, with clean cuts performed by or under the supervision of an ISA-Certified Arborist; cut surfaces shall be immediately backfilled and watered.

d) Total encroachment area shall not exceed thirty (30) percent of the RPZ.

(1) Any encroachment into the RPZ shall be the minimum extent necessary and must be approved by the Director after determining unique site constraints result in unavoidable encroachment.

(2) Encroachments greater than 30% into the RPZ may be approved by the City Arborist and/or the Director of Parks and Recreation only when the Applicant submits an enhanced tree care plan, and the Director of Parks and Recreation and/or City Arborist determines the plan is adequate to protect tree health and long-term viability.

6) Grade Changes Over Roots. No cuts are permitted within the RPZ. Fills over the RPZ are limited to three (3) inches of pervious topsoil and mulch combined; impermeable surfaces are prohibited unless a Tree Protection Plan provides engineered aeration/soil-cell measures approved by the Director.

7) Remediation for Accidental Compaction or Disturbance. If compaction or disturbance occurs within the RPZ, the Director may require remediation consisting of pneumatic soil decompaction or radial trenching (8–12 inches deep) and incorporation of compost at 2–4 inches over disturbed areas, followed by deep watering and mulch.

8) New Tree Planting Required Soil Volume and Space. New trees shall be located and detailed to provide adequate, contiguous soil volume: 600 cubic feet per canopy tree and 300 cubic feet per understory tree minimum (which may be shared by adjacent trees if volumes are contiguous). In parking lots or other constrained or paved areas, equivalent volumes may be provided via structural soil, soil cells, or root paths beneath pavements. Minimum planter widths: eight (8) feet for canopy trees and five (5) feet for understory trees, unless a Tree Protection Plan demonstrates equal or better performance.

9) Hardscape and Equipment Setbacks. No EV charging pedestals, transformers, or similar equipment shall be placed within required tree planting areas or within the five (5) foot clear radius around tree trunks needed for growth and maintenance. Pavement edges, curbs, and walls shall be detailed to keep mulch off trunks and maintain the visible root flare at finished grade.

10) Utilities and Irrigation Near Roots. Irrigation mains and lateral lines shall be routed outside the RPZ where feasible; if crossing is unavoidable, lines shall be bored beneath roots as in Subsection 5(b). All utility separations and hydrant clearances remain applicable.

11) Tree Wells and Planters (Urban Conditions). Tree wells or raised planters used to satisfy landscape requirements shall include aeration and drainage features, maintain the root flare at finish grade, and meet the soil-volume requirements in Subsection 8. Where planters are adjacent to paving, provide root paths/soil connections to adjacent landscape or soil-cell areas.

12) Documentation and Field Verification. The Landscape Plan shall delineate RPZs for preserved trees and show fencing, boring/tunneling notes, and soil-volume diagrams for new trees. Compliance shall be verified at Pre-construction (fencing installed), during Utility rough-in (if applicable), and at Final.
13) Damage, Survival, and Mitigation. If a preserved tree suffers decline or mortality attributable to RPZ disturbance within two (2) years of CO, the Director may require mitigation or replacement per the Tree Preservation Article and may draw on posted maintenance bonds where applicable from Subsection N(4) (ROW or accepted common areas).
14) Alternative Compliance (Arborist Plan). The Director may approve modifications to RPZ dimensions, methods, or soil volumes only upon submittal of a Tree Protection Plan sealed by an ISA-Certified Arborist that demonstrates equal or superior long-term tree health and public safety outcomes.

L. Soils, Irrigation, and Water Conservation
1) Soils. Landscape areas shall contain a minimum six (6) inches of quality topsoil or amended soil; compacted subgrades shall be scarified prior to amendment.
2) Irrigation. Provide separate zones for turf, trees, and beds; use drip or subsurface irrigation for shrubs/trees/beds; no overhead spray within twenty-four (24) inches of impervious surfaces. Systems should include a weather-based smart controller and rain shut-off device and shall be inspected prior to CO.
3) Water Conservation. At least fifty (50) percent of plant materials (excluding turf) shall be native or drought-tolerant from the City's Adopted Preferred Plant List. High-water-use turf grass on nonresidential sites shall not exceed fifty (50) percent of total landscaped area. Rock/gravel may be used as an accent only, not to exceed twenty-five (25) percent of any landscaped area.

M. Landscape Plans, Submittals, and Alternative Compliance
1) Landscape Plan. A sealed landscape plan prepared by a licensed professional Landscape Architect shall be submitted with the site plan and show:
a) Calculations of required areas;
b) Plant schedule (species, size, quantity);
c) Preserved trees;
d) Irrigation plan;
e) Preservation Areas and RPZs;
f) LID features and any credits elected under Sec. 14.05.002;
g) Visibility triangles and utilities; and
h) Maintenance notes.
i) Plans electing cistern (rainwater harvesting) credits shall delineate the Connected Roof Area (square feet) with a polygon and label. The plan shall include tabulations demonstrating compliance with

Table in Sec. 14.05.002(G), including the net lot area used for calculation and the gross paved parking area used for interior-landscape calculations.

2) Single-Family Dwellings and Duplex's. The required frontage trees and shrubs must be shown on the site plan/plot plan submitted with the building permit. The plan need not be prepared or sealed by a landscape architect, but must comply with all specifications of this Article (including species, quantities, spacing, and installation details).

N. Maintenance, Inspection, and Bonding

1) Timing. All required landscaping shall be installed prior to CO; when seasonal conditions prevent planting, the City Manager or designee may accept a landscape surety equal to one hundred twenty-five (125) percent of the estimated installed cost.

2) Maintenance. Owners shall maintain plantings and irrigation in a healthy condition; dead plant material shall be replaced within ninety (90) days, or by the next planting season if replacement within ninety (90) days is impractical. During municipally declared drought stages, replacement deadlines are extended to the next planting season; hand-watering and drip irrigation for establishment are permitted notwithstanding landscape-irrigation restrictions.

3) Inspections. Tree-protection fencing shall be installed and inspected prior to land disturbance; a final landscape inspection is required prior to CO; the City may reinspect for establishment within twenty-four (24) months of CO and require replanting if any plants are found to be dead or dying.

4) Bonding.

a) Private Frontage Trees. Where all required street trees are planted inside the private property line, no maintenance bond is required. The owner shall pass final inspection prior to CO issuance and provide an eleven-month establishment affidavit within eleven (11) months after the date of the Certificate of Occupancy.

b) ROW/Common-Area Landscaping Accepted with Public Improvements. Prior to acceptance, the developer shall post a two (2) year maintenance bond at 100% of the installed cost covering trees and landscaping in ROW or common areas accepted with roadway or subdivision improvements.

Sec. 14.05.002 Low Impact Development Landscaping Credits.

A. Purpose. Provide standard, predictable credits that reduce otherwise required landscape area or allow substitutions when on-site LID achieves equal or better outcomes for shade, cooling, and stormwater management.

B. Applicability. Credits in Standardized LID & Rainwater Credits Table may be elected for nonresidential and multifamily development.

C. Administration. Credits shall be granted ministerially consistent with the table in Subsection G, verified at Site Plan and in the field prior to CO.

D. Cap. Total LID credits cannot reduce required landscape area by more than 50%. Notwithstanding any credit, the required frontage tree count in Sec. 14.05.001(F) shall not be reduced.

E. O&M. All credited LID facilities shall be maintained per a recorded LID O&M Affidavit naming a responsible party and minimum inspection frequency.

F. Effective Storage for Cisterns (rainwater harvesting barrels). For Table below, Effective Storage (ES) = the lesser of (i) rated tank volume, or (ii) 1.0 inch of rainfall over the connected roof area, multiplied by a 0.80 recovery factor. A five (5) day drawdown assumption is acceptable for sizing equivalency.

G. Table: Standardized LID & Rainwater Credits

No.	Measure	Credit
1	Cistern (rain barrel) for non-potable irrigation	Reduce required landscape area 5% per 1,000 gal ES, up to 50% max total required landscaped area.
2	Bioretention parking-lot island(s) receiving pavement runoff	Each qualifying island counts at 150% of its plan area toward the interior-parking landscape minimum; total credit up to 25% of the required landscaped area.
3	Permeable frontage swale or bioretention strip	25% credit toward the required frontage landscaping requirement

H. Inspection. The City shall verify installation of credited measures at Final and may reinspect within twelve (12) months of CO.

I. Bonding. Credited improvements in ROW or HOA common areas accepted with public improvements shall be covered by the applicable two-year maintenance bond under Sec. 14.05.001(N.4). Credits located solely on private property are not bonded but remain subject to maintenance and reinspection.

Sec. 14.05.003 Adopted Lists

A. Adopted Preferred Plant List and Prohibited Species. The “City of Bastrop Adopted Preferred Plant List” and “Native (Protected) and Invasive Plant List,” may be amended by resolution, and are adopted by reference and maintained in the Appendix.

ARTICLE 14.06 TREE PRESERVATION AND MITIGATION

Sec. 14.06.001 Purpose and Intent

A. Conserve and enhance the City's trees to protect neighborhood character, public health, stormwater management, urban heat mitigation, and wildlife habitat.

B. Establish clear standards for tree surveys, preservation zones, critical root zone protections, mitigation, and enforcement.

C. Provide reasonable flexibility to accommodate other development standards when doing so resulting in measurably better tree preservation outcomes.

Sec. 14.06.002 Applicability and Relationship to Other Codes

A. Applicability. This Article applies to all public and private development, redevelopment, and site work requiring a development permit, building permit, grading/clearing permit, or plat approval within the City limits (and ETJ where allowed by law).

B. Conflicts. Where this Article conflicts with another adopted City standard, the Director may authorize the least-deviation solution that best preserves protected trees while meeting public safety, flood, and utility requirements.

C. The procedures of the Tree Preservation and Mitigation Section are authorized under the authority granted by Texas Local Government Code Chapter 212.

Sec. 14.06.003 Permit Requirement and Validity

A. Permit. A Tree Removal Permit is required before removing a Protected Tree or conducting a Tree Impact Activity.

B. Validity. A Tree Removal Permit is valid for six (6) months from issuance.

Sec. 14.06.004 Submittals: Tree Survey and Removal/Preservation Plan

A. Tree Survey, sealed by a Certified Arborist or Landscape Architect:

1) Vicinity map; property boundaries and acreage.
2) Existing/proposed streets, drainage, and utility easements on/adjacent to the property.
3) Required preservation/buffer zones.
4) Location, tag number, species, DBH, and condition of each preserved individual Protected Tree; identify Heritage/Significant Trees.
5) Identification of areas proposed for clearing.
6) Recent aerial imagery depicting pre-development conditions.
7) All trees starting at 8 inches in diameter must be surveyed, if credit for preserved trees that are 6 inches in diameter or bigger is wanted, 6-inch diameter trees will also need to be surveyed.
8) The information on the survey shall not be older than two years.

9) The tree survey and preservation plan is required for all areas of soil disturbance and construction activity including all work within rights-of-way and easements. The detailed tree survey shall be submitted at the time of public improvement plans, site development plans, or land disturbance, whichever is first. However, if the site is larger than 5 acres, a preliminary tree survey will also be required at the time of a rezoning application, or PDD.

a) The preliminary tree survey shall include aerial photos and sampling.

1. Recent color aerial (dated within 12–24 months), at 1"=100' or similar.
2. Overlaid with: property boundaries, limits of work, major tree stands, and any proposed non-disturbance areas.
3. Said Sample or sampling techniques should be representational of the site or wooded area and should comprise at least fifteen percent (15%) of the total site or wooded area and the sampling technique shall be approved by the Director of Development Services or designee prior to conducting the sample.

B. Tree Removal & Preservation Plan (drawn to site plan scale) must:

1) Overlay building footprints, drives, parking, detention, and utilities.
2) Delineate CRZ fencing and protection measures.
3) Identify mitigation, replacement, and/or Payment in Lieu option.
4) Provide irrigation plans for new plantings where required.

Sec. 14.06.005 Credits

A. For every healthy protected tree six (6) inches caliper or larger located outside of the flood plain that is preserved, the developer shall be given credit, according to the following chart.

DBH Class	Credit
6.0”–9.9”	1.0
10.0”–23.9”	1.5
≥24.0”	2.0

B. Healthy unprotected trees, over twelve (12) inches in size, located outside the floodplain, may be considered for tree credits only when individually field inspected and approved by the Parks Director or assignee.

Sec. 14.06.006 New and Replacement Tree Standards

A. Species. Select from the Preferred/Protected Species List in Appendix A. The Parks Director or assignee may approve of comparable species.

Sec. 14.06.007 Root Protection Zones

A. Protection Intent. Root zones shall remain protected and undisturbed for preserved trees, and new plantings shall be sited and detailed to provide appropriate soil volume and space for healthy root establishment and growth.

B. Root Protection Zone (RPZ). For purposes of this Code, the RPZ is a circular area with a radius equal to one (1) foot for each inch of trunk caliper, centered on the trunk, unless a Tree Protection Plan prepared by an ISA-Certified Arborist establishes a different radius based on species and site conditions.

C. Protection Fencing. Prior to any land disturbance, the RPZ of all preserved trees shall be enclosed with four (4) foot-high chain-link or welded-wire fencing supported by steel posts at eight (8) feet on center, with "Tree Protection Area – Keep Out" signage posted at one per 50 feet of fence or minimum one per tree. Fencing shall remain in place until Final landscape inspection unless released in writing by the Director.

D. Prohibited Activities Within the RPZ. Within the RPZ, the following are prohibited: grading; cuts or fills; trenching; compaction by vehicles or equipment; parking or materials storage (including soil, rock, equipment, or dumpsters); concrete wash-out; fuel, paint, or chemical mixing; fires; and installation of utilities, footings, slabs, or pavements.

E. Limited Encroachments (Methods). Where the Director determines that an encroachment into the RPZ is unavoidable, the following methods shall be used, and only to the minimum extent necessary:

   1) Hand digging or pneumatic excavation (no mechanical trenchers) within the outer one-third of the RPZ.
   2) Tunneling or directional boring for utilities beneath roots at a minimum twenty-four (24) inches below existing grade (or below the majority root plate if known).
   3) Root pruning only as necessary to complete the work, with clean cuts performed by or under the supervision of an ISA-Certified Arborist; cut surfaces shall be immediately backfilled and watered.
   4) Total encroachment area shall not exceed thirty (30) percent of the RPZ.
      a) Any encroachment into the RPZ shall be the minimum extent necessary and must be approved by the Director after determining unique site constraints result in unavoidable encroachment.
      b) Encroachments greater than 30% into the RPZ may be approved by the City Arborist and/or the Director of Parks and Recreation only when the Applicant submits an enhanced tree care plan, and the Director of Parks and Recreation and/or City Arborist determines the plan is adequate to protect tree health and long-term viability.

F. Grade Changes Over Roots. No cuts are permitted within the RPZ. Fills over the RPZ are limited to three (3) inches of pervious topsoil and mulch combined; impermeable surfaces are prohibited unless a Tree Protection Plan provides engineered aeration/soil-cell measures approved by the Director.

G. Remediation for Accidental Compaction or Disturbance. If compaction or disturbance occurs within the RPZ, the Director may require remediation consisting of pneumatic soil decompaction or radial trenching (8–12

inches deep) and incorporation of compost at 2–4 inches over disturbed areas, followed by deep watering and mulch.

H. New Tree Planting Required Soil Volume and Space. New trees shall be located and detailed to provide adequate, contiguous soil volume: 600 cubic feet per canopy tree and 300 cubic feet per understory tree minimum (which may be shared by adjacent trees if volumes are contiguous). In parking lots or other constrained or paved areas, equivalent volumes may be provided via structural soil, soil cells, or root paths beneath pavements. Minimum planter widths: eight (8) feet for canopy trees and five (5) feet for understory trees, unless a Tree Protection Plan demonstrates equal or better performance.

I. Hardscape and Equipment Setbacks. No EV charging pedestals, transformers, or similar equipment shall be placed within required tree planting areas or within the five (5) foot clear radius around tree trunks needed for growth and maintenance. Pavement edges, curbs, and walls shall be detailed to keep mulch off trunks and maintain the visible root flare at finished grade.

J. Utilities and Irrigation Near Roots. Irrigation mains and lateral lines shall be routed outside the RPZ where feasible; if crossing is unavoidable, lines shall be bored beneath roots as in Subsection 5(b). All utility separations and hydrant clearances remain applicable.

K. Tree Wells and Planters (Urban Conditions). Tree wells or raised planters used to satisfy landscape requirements shall include aeration and drainage features, maintain the root flare at finish grade, and meet the soil-volume requirements in Subsection 8. Where planters are adjacent to paving, provide root paths/soil connections to adjacent landscape or soil-cell areas.

L. Documentation and Field Verification. The Landscape Plan shall delineate RPZs for preserved trees and show fencing, boring/tunneling notes, and soil-volume diagrams for new trees. Compliance shall be verified at Pre-construction (fencing installed), during Utility rough-in (if applicable), and at Final.

M. Damage, Survival, and Mitigation. If a preserved tree suffers decline or mortality attributable to RPZ disturbance within two (2) years of CO, the Director may require mitigation or replacement per the Tree Preservation Article and may draw on posted maintenance bonds where applicable from Subsection N(4) (ROW or accepted common areas).

N. Alternative Compliance (Arborist Plan). The Director may approve modifications to RPZ dimensions, methods, or soil volumes only upon submittal of a Tree Protection Plan sealed by an ISA-Certified Arborist that demonstrates equal or superior long-term tree health and public safety outcomes.

Sec. 14.06.008 Mitigation, Replacement Calculation, and Payment in Lieu

A. The City Manager, in conjunction with the Parks and Recreation Director, shall create a process and procedure for mitigating the removal of trees on private property by creating a permit process for tree removal.

B. Upon inspection by the City Arborist, or a designated third-party arborist, persons seeking to remove a tree on the Native (Protected) and Invasive Plant list, that is over 10” in caliper 4.5 feet from the ground, shall be required to obtain a mitigation permit that is assessed according to the City Master Fee Schedule.

C. This fee shall not be assessed to residents if:
   1) The tree is located on a property that is an existing one-family or two-family dwelling that is the person's residence; and
   2) If the tree is less than 10 inches in diameter at the point on the trunk 4.5 feet above the ground.

D. Replacement trees shall be from the approved Preferred Plant list and shall equal out to be the same number of caliper inches removed from the site.

E. Failure to replace caliper per caliper will result in mitigation fees being assessed.
   1) If the property owner removes a tree(s) that does not meet the requirements of Sec 14.06.008(C.) and is 10 inches in caliper measured 4.5 feet from the ground and is on the Preferred Plant list as Native and does meet the definition of a protected or a heritage tree the property owner will be required to replant one plant from the Preferred Plant List for each tree removed if it is the person's residence.

F. Individuals commending tree removal without a permit, shall be assessed double the mitigation fee, and must meet the requirements to replace trees on a caliper per caliper inch basis.

G. Replacement Calculation (per Protected Tree removed): In the event it is necessary to remove a tree ten (10) inches caliper or larger, the developer, builder or property owner shall be required to replace the tree to be removed with comparable or better spacious trees somewhere within the property, planned development or subdivision.

H. Mitigation Methods (applicant may combine): on-site replacement; off-site replacement (parks, conservation areas, selected ROW, as approved by the City Council if it is deemed necessary by Parks Director and space is available); or Payment in Lieu to the City's Tree Mitigation Fund.

I. Invasive Removal Incentive. When the applicant eliminates onsite/off-site invasive trees per Appendix A, the Director may allow the applicant to receive invasive species credits. All invasive species identified by an ISA-certified arborist may receive an invasive species credit of 1/2 credit for every inch of invasive tree being removed.

J. Timing & Security. Replacement trees must be planted within 1 year of permit issuance. For Payment in Lieu elections tied to later planting upon approval from Director, provide a cash escrow, bond, or letter of credit equal to the full amount; release occurs after verified planting.

Sec. 14.06.009 Appeals

An individual may request relief to any part of this section to the City Manager within 15 business days with documentation supporting the requested adjustment. If the appeal is denied, the individual may appeal to the City Council within 15 business days of City Manager's decision. The decision of City Council shall be final.

Sec. 14.06.010 Exemptions

Any tree determined to be diseased, overly mature, dying or dead, by an ISA certified arborist or if it poses an imminent or immediate threat to persons or property is exempted from the Standards of this Code.

Sec. 14.06.011 Fees and Penalties

A. Fees shall be established by the Master Fee Schedule.

B. Any individual who removes trees without a permit, or does not comply with the mitigation requirements of Article 14.06 shall be subject to a $500 to $2000 fine, per tree, per offense and shall be charged with a misdemeanor offense.

ARTICLE 14.07 SIGNS

Sec. 14.07.001 Intent & Purpose

Regulate signs visible from the public realm to ensure context-appropriate size, placement, and legibility; protect safety and aesthetics; and provide clear information to pedestrians and drivers. A sign permit authorizes the display, erection, alteration, relocation, or replacement of on-premise or off-premise signs, unless exempt.

Sec. 14.07.002 Applicability & Jurisdiction

This Article applies to all property in the City limits and, within the statutory ETJ.

Authority. This article is adopted pursuant to the City of Bastrop's authority as a Home-Rule Municipality under the Texas Constitution, the Texas Local Government Code Chapter 216, and other applicable state and federal laws.

Sec. 14.07.003 Administration

A. Permit Required. No sign may be installed, altered, or moved without a sign permit, except for signs expressly allowed without a permit in this Article or the permitted/allowed table.
B. Permits & Fees. Permits are issued to the property owner or authorized agent. Fees are as adopted by the City Master Fee Schedule.
C. Interpretation. The Director of Development Services administers and interprets this Article.
D. MSP (Master Sign Plan) may be approved for master-planned communities and multitenant or multi-lot nonresidential projects to ensure coordinated, high-quality sign design.
E. Enforcement. Each violation is a separate offense. The City may remove signs that pose an immediate public hazard or violate specific provisions (e.g., R.O.W.) and recover costs.

Sec. 14.07.004 General Standards

A. Location. Signs must be on private property (outside public R.O.W.), on developed sites or those with an active building permit, and outside visibility/sight triangles.
B. Construction & Installation. Comply with IBC/NEC and City standards. Permanent signs must be built of durable materials, securely anchored, and designed for required wind and dead loads.
C. Maintenance. Signs shall be kept in good repair (including lighting components). The Building Official may order repair or removal of signs constituting a nuisance; failure to comply may result in City abatement and cost recovery.

Sec. 14.07.005 Measurement

A. Area. Measure the smallest rectangle(s) encompassing each word/graphic for individual letters/graphics; count the full illuminated panel when sign is on/within an illuminated element; for multifaced signs at ≤30° count one face; at >30° sum both faces; for 3–4 faces count 50% of the total.

B. Height. For freestanding signs, measure from finished grade at the sign base (including berms used to increase height) to the top of the sign; for building-mounted signs, from base of the wall to top of sign.

Sec. 14.07.006 Illumination

A. Allowed illumination types: internal, halo (internal indirect), and external shielded down-lighting.

B. Prohibited effects: flashing, chasing, strobing, revolving beacons, moving parts.

C. Performance. Internally lit signs: only allowed in signs that are within 200 feet of the State Highway Right-of-Way excluding Loop 150/Chestnut Street from Perkins Street to American Legion Drive. Correlated color temperature (CCT) greater than 3,000 K is prohibited (except existing). Externally lit signs: stationary, fully shielded, bulbs/tubes not visible from R.O.W. or residences. Correlated color temperature (CCT) greater than 3,000 K is prohibited (except existing).

Sec. 14.07.007 Permanent Signs

A. Awning/Canopy. Count toward wall-sign allowance; ground-floor only; min 8 ft clearance to sidewalk; The sign shall not exceed 1 sq ft per linear foot of awning width.

B. Building Wall. Max area based on facade linear footage; only the primary façade width may be used for calculation. For businesses that have multiple road frontages additional signs are allowed per frontage.

1) Ratio of 1.25 square feet per linear foot of primary façade width, for buildings or tenant spaces with up to fifty (50) linear feet of primary facade.

2) Ratio of 1.50 square feet per linear foot of primary façade width, for buildings or tenant spaces with between fifty (50) and seventy-five (75) linear feet of primary facade.

3) Ratio of 1.75 square foot per linear foot of primary façade width, for buildings or tenant spaces with greater than seventy-five (75) linear feet of primary facade.

4) For buildings or tenant spaces with more than one exterior building wall with exposure to vehicular traffic, the maximum area of wall signage may be increased by 25% if the sign area is split between at least two (2) signs located on different wall exposures visible to vehicular traffic.

C. Projecting/Marquee Signs. Max one per business with a maximum of 16 sq ft and a 9 ft minimum clearance; projecting no more than 4 ft from wall. For cinema, they may include a changeable list of movie titles and extend to up to 10 ft from the building.

D. Suspended/Blade Signs (under canopy). Signs cannot be more than 6 sq ft not counted toward wall-sign total; 8 ft minimum clearance; mount perpendicular to facade. For businesses that have multiple road frontages additional signs are allowed per frontage.

E. Monument/Directory/Directional/Multitenant. Allowed per sign category, number, area, and height per dimensional standards and shall include street addresses. There should be a 75 ft spacing that shall be maintained between all monument signs. For businesses that have multiple road frontages additional signs are allowed per frontage.

1) For sites with one or more buildings the maximum dimensions are as follows:
   a) Forty-eight (48) square feet of sign area, eighty (80) square feet of sign structure area and a maximum height of eight (8) feet if the speed limit of the road toward which the sign is oriented is less than forty (40) mph.
   b) Sixty (60) square feet of sign area, one hundred twenty (120) square feet of sign structure area and a maximum height of twelve (12) feet if the speed limit of the road toward which the sign is oriented is between forty (40) and forty-nine (49) mph.
   c) Ninety-six (96) square feet of sign area, one hundred sixty (160) square feet of sign structure area and a maximum height of sixteen (16) feet if the speed limit of the road toward which the sign is oriented is fifty (50) mph or greater.

F. Window Signs. Max coverage = 50% of window area if the background is solid color and 100% max if the background is transparent; may be painted on glass, applied on the glass or hung just inside. For businesses that have multiple road frontages additional signs are allowed per frontage.

G. Flags. Max pole height: 20 ft in Residential/Neighborhood Service (max flag 28 sq ft); 35 ft in other categories (max flag 40 sq ft). Max three flags per site; setbacks cannot be less than pole height.

H. Pylon Signs. One (1) pylon sign is permitted per lot along State Highways; maximum sign face area shall not exceed 160 square feet and maximum sign structure area shall not exceed 240 square feet with a maximum height to width ratio of 4:1; maximum height shall be 20 feet, except that a pylon sign on a lot fronting SH 71 may be up to 35 feet in height; minimum spacing shall be 100 feet from any other pylon sign, measured structure-to-structure; and the sign may list multiple tenants within the maximum permitted area; additionally, a pylon sign may be permitted to serve a nonresidential lot that does not front a State Highway provided the benefitted lot is located within 1,000 feet of the State Highway right-of-way (measured in a straight line from the nearest lot line), and the pylon sign is located on private property on a lot that fronts the State Highway within 200 feet of the State Highway right-of-way and within 1,000 feet (straight-line) of the principal building or primary business entrance

it advertises, and is authorized by common ownership or a recorded sign easement identifying the benefitted lot.

I. Subdivision Entry. One per primary entrance (or per corner/median with license agreement); max 48 sq ft; max height 8 ft; masonry materials; downward/ground lighting; landscaped area = 2× sign face area with irrigation and shrubs; provide perpetual maintenance plan.

Sec. 14.07.008 Temporary Signs

A. A-Frame/Sidewalk Signs. As allowed for businesses; portable; count/size per dimensional standards. A maximum height of 4 ft and width of 3 ft, allowing for only one sign per business or ROW frontage and it cannot obstruct the 4 ft ADA pedestrian clearance. For businesses that have multiple road frontages additional signs are allowed per frontage.

B. Banner Signs. Maximum sign area is 48 sq ft and cannot exceed 75% of the building space upon which the sign is to be located. The maximum height is 4 ft and must have all 4 corners securely attached to the building or posts. For businesses that have multiple road frontages additional signs are allowed per frontage.

C. Construction Site. One freestanding per street frontage (no more than 32 sq ft) and one wall sign per building (no more than 10% of facade). Display no earlier than 30 days before activity; remove within 30 days of completion or upon installation of permanent sign.

D. Development Information. No more than 40 sq ft; quantity scaled by lots (1 per 50 lots, up to 32; additional only on very large projects); unified design and durable materials; on private property within the project, not on boundary streets; displayed from plat recordation (residential) or site plan/building permit approval (commercial) until 90% of the phase is complete.

E. Light Pole-Mounted Banners. Limited to no more than one banner per light pole, no more than 12 sq ft in area per banner. Such banners must be approved by the appropriate electric utility company in addition to receiving a permit from the City's Development Services Department and can only be placed by the City of Bastrop departments. Banners shall not be illuminated except from the lamp of the light pole. Banners shall be maintained in good repair and replaced or removed as needed.

F. Political. No permit needed; Political signs must comply with the Texas Election Code Chapter 259 and the Texas Local Government Code Chapter 216.

G. Bandit Signs-Shall not exceed four (4) square feet and shall not be more than three (3) feet above the natural grade. They shall not be placed on the public right- of- way, or within the sight visibility triangle of an intersection. The sign shall be set back from the property line a minimum of five (5) feet and shall not exceed three (3) feet in height above the natural grade.

Sec. 14.07.009 Prohibited Signs/Practices

A. New billboards, alterations to existing billboards, and other off-premise signs (incl. advertising benches) unless expressly authorized herein.

B. Signs in or projecting over public R.O.W. (unless expressly allowed), on public poles/trees/benches/hydrants, or obstructing official traffic control.

C. Signs that block required ingress/egress or occupy sight triangles; signs emitting sound, odor, smoke, steam, lasers, or moving imagery; tethered balloons/inflatables; unauthorized banners/pennants; unpermitted roof signs; certain pole-mounted objects used as signs.

D. Vehicles/trailers/boats parked or displayed as signs (excludes regularly used business vehicles with permanent graphics such as mobile food vendors).

Sec. 14.07.010 Nonconforming, Nuisance, and Removal

A. Purpose. To allow lawfully established signs that do not conform to current standards to continue, while limiting expansion of nonconformity and encouraging gradual compliance.

B. Continuation. A lawfully erected nonconforming sign may remain, subject to this section.

C. Prohibited acts. A nonconforming sign shall not be:

1. increased in height, area, number of faces, or otherwise enlarged;
2. relocated (including relocation on the same lot);
3. structurally altered in a manner that it changes the sign type, or increases the degree of nonconformity.

D. Maintenance allowed. Normal maintenance and incidental repair is permitted provided it does not increase nonconformity. Repainting, refinishing, cleaning, and changing letters/symbols on the sign face may be treated as maintenance.

E. Damage or destruction. If a nonconforming sign is damaged or destroyed beyond the threshold established by this Code (60% of the cost of a comparable new sign at the same location), the sign shall be removed or replaced only with a conforming sign.

F. Unsafe or unlawful signs. This section does not legalize signs that were erected unlawfully or signs that are unsafe. Such signs may be required to be removed or brought into compliance pursuant to enforcement provisions.

G. Nonconforming signs may continue subject to this Article; alterations require compliance.

H. Signs that are abandoned, unsafe, or an immediate hazard constitute a public nuisance.

Sec. 14.07.011 Dimensional Standards & Permissions

A. Table of Permitted/Allowed Signs. Signs may be installed only as listed by sign category and type (A = Allowed w/o permit; P = Permit required). All unlisted sign types are prohibited.

Sign Type	P/OS	RR	SF	MU	GC	PI	IND	PDD
Permanent								
Awning/canopy	-	-	-	P	P	P	P	P

Building Wall/Band	-	-	-	P	P	P	P	P
Directional	P	-	-	P	P	P	P	P
Directory	P	-	-	P	P	P	P	P
National or Official Flags	A	A	A	A	A	A	A	A
Government	A	A	A	A	A	A	A	A
Marquee	P	-	-	P	P	P	P	P
Monument	P	-	-	P	P	P	P	P
Multitenant	-	-	-	P	P	P	P	P
Projecting	-	-	-	P	P	P	P	P
Pylon[1]	-	-	-	P[1]	P[1]	P[1]	P[1]	P[1]
Subdivision entry	P	P	P	P	P	P	P	P
Suspended/Blade	-	-	-	P	P	P	P	P
Window	-	A	A	A	A	A	A	A
Temporary								
A-Frame	A	-	-	-	A	A	A	A
Banner	P	-	-	P	P	P	P	P
Construction Site	P	P	P	P	P	P	P	P
Development Information	P	P	P	P	P	P	P	P
Light Pole-Mounted	P	-	-	P	P	P	P	P
Political	A	A	A	A	A	A	A	A
Bandit	A	A	A	A	A	A	A	A

[1] Only as specified in section 14.07.007(H).

B. Not all maxima must be used; smaller signs are encouraged where context warrants.

Sec. 14.07.012 Sign Board; Administrative Relief; Variances and Appeals.

A. Authority and intent.

1. This Article is adopted under the City's home-rule authority and City's general powers of Texas Local Government Code Chapters 51 and 216, as amended, to license, regulate, control, and prohibit signs as provided by law.

2. This Section establishes the City's procedures for administrative relief, appeals, and variances from the requirements of this Article. These procedures govern sign regulation relief except where state law provides mandatory procedures for specific sign actions.

B. Sign Board.

1. The City will designate a Sign Board for purposes of this Article.
2. When acting on matters under this Article, the board acts in its capacity as the Sign Board and shall apply the standards and procedures in this section.
3. The board shall consist of 5 regular members and 2 alternate members who shall be appointed by the mayor, confirmed by the City Council, in accordance with state law.
4. Members of the sign board shall regularly attend meetings and public hearings of the board and shall serve without compensation. Attendance requirements for the board members are set forth in the Bastrop Code of Ordinances, Section 1.02.002(b) for Advisory Boards.
5. Any vacancy of a regular member shall be filled by an alternate member only for the unexpired term of the member whose term becomes vacant.

C. Administrative relief.

1. Minor adjustments. The Director may approve administrative relief of up to 10% from any numeric sign standards as specifically authorized in this Article, including any stated percentage or dimensional tolerances, when the Director finds the request:
    a) is consistent with the purpose and intent of this Article; and
    b) is the minimum adjustment necessary due to site conditions; and
    c) will not create a traffic safety hazard or obstruct required visibility; and
    d) creates no additional glare or illumination; and
    e) the sign remains compatible with district character.
2. Administrative relief is not a sign variance and does not authorize a sign type that is prohibited by this Article.

D. Appeals of administrative decisions.

1. Any person aggrieved by a written decision, interpretation, order, or determination of the Director under this Article may appeal to the Sign Board.
2. An appeal must be filed in writing on a City form, stating the specific grounds for appeal, not later than the 20th calendar day after the date the decision is made.
3. Upon receipt of a complete appeal, the Director shall transmit the record of the action appealed to the Sign Board.

4. An appeal stays all proceedings in furtherance of the action appealed unless the Director certifies in writing that a stay would cause imminent peril to life or property.
5. The Sign Board shall hold a public hearing and decide the appeal based on the record and testimony. The Sign Board may affirm, modify, or reverse the decision and may impose reasonable conditions necessary to carry out the intent of this Article and protect public safety.
6. The Sign Board shall render a decision not later than the 60th day after the date the appeal is filed, unless the appellant agrees in writing to an extension.

E. Sign variances.

1. A sign variance is required when a request for sign regulation relief exceeds the Director's administrative relief authority or seeks relief from a standard not eligible for administrative relief.
2. A sign variance may adjust only sign standards within this Article, including sign area, height, location, setback, separation, projection, and number, as applicable. A sign variance may also authorize a sign type that is prohibited by this Article.
3. Required findings. The Sign Board may grant a sign variance only upon written findings that:
    a) special circumstances or physical conditions unique to the site create a practical difficulty in complying with this Article;
    b) the practical difficulty is not self-created and is not based solely on financial considerations;
    c) the variance is the minimum relief necessary to allow reasonable sign opportunity consistent with the purpose and intent of this Article; or
    d) the variance will not create a traffic safety hazard, obstruct required visibility, or materially impair adjacent property.
4. Conditions and duration. The Sign Board may impose conditions, including design, placement, illumination limits, and time limits, to ensure compatibility and safety. A granted sign variance shall expire if the related sign permit is not obtained within the time established by the Sign Board or, if no time is established, within one (1) year from the date of approval.

F. Master Sign Plan:

1. A Master Sign Plan is a comprehensive document containing specific regulations for an entire Project's Signs. Master Sign Plans are required for Planned Development Districts, Master Planned Developments, development agreements or in the case where a Project applicant is seeking several variances to the Signs section.

a) Master Sign Plans for areas with a multi-unit complex are highly encouraged to meet the unique needs of each multiunit complex.

b) All owners, tenants, sub-tenants and purchasers of individual units within the Development shall comply with the approved Master Sign Plan.

c) Master Sign Plans are not appropriate for a single tenant to increase the amount or size of signage.

d) A change in Sign Types cannot be approved if not allowed in the base Zoning District for the site.

e) Cannot include changes to non-conforming signs.

G. Approval of Master Sign Plans

1. A Responsible Party that seeks approval of a Master Sign Plan must file a request for a Master Sign Plan with the Sign Administrator along with a Sign permit fee, as stated in the City's most recent master fee schedule. The Sign Administrator will indicate what documentation the Responsible Party must provide in support of the request.

2. Once the necessary documentation has been provided to the Sign Administrator, the Sign Board will deny or approve the Master Sign Plan, with or without conditions.

3. If the Responsible Party disagrees with a decision of the Sign Administrator to deny a Master Sign Plan, or disagrees with the conditions placed on a Master Sign Plan by the Sign Administrator, the Responsible Party may submit a written request that the City Council review the Master Sign Plan request, the supporting documents, and the Sign Administrator's decision. The Sign Board can affirm, reverse, or modify the decision of the Sign Administrator.

4. The Sign Board has final authority to approve a Master Sign Plan or conditions on a Master Sign Plan.

5. A Master Sign Plan ordinance can modify Variance procedures for its specific property.

H. Nothing in this section waives compliance with any mandatory procedures or requirements imposed by Texas Local Government Code Chapter 216 for specific actions affecting signs, when applicable.

Sec. 14.07.013 Murals as Public Art

A. Purpose. The purpose of this Section is to encourage murals as public art that contribute to community character and placemaking, while ensuring that wall graphics used for advertising are regulated as signs.

B. Applicability

1. This Section applies to any mural, wall graphic, or painted image installed on the exterior of a building, wall, fence, or similar surface that is visible from a public street, sidewalk, alley, park, or other public place.

2. Murals that qualify as Public Art Murals under this Section are not signs and are exempt from sign area calculations, sign type limitations, and sign permit requirements.
3. Wall graphics that meet the definition of a Commercial Wall Graphic are signs and must comply with this Code's wall sign standards and permitting requirements.

C. Classification

1. Presumption. Murals are presumed to be Public Art Murals unless they include a Commercial Message or otherwise meet the definition of a Commercial Wall Graphic.
2. Mixed content. If a mural contains both artistic elements and a Commercial Message, the mural is classified as a Commercial Wall Graphic.
3. Determination. The Development Services Director (or designee) shall make classification determinations using the definitions in Subsection C. The Director may require the applicant to provide a scaled rendering to verify whether a Commercial Message is present.

D. Approval and Permits

1. Public Art Mural approval.
    a) A Public Art Mural requires a Mural Permit issued administratively by the Development Services Director prior to installation.
    b) If the mural is on a property or structure subject to the Historic District regulations or local landmark review, the mural also requires a Certificate of Appropriateness, and the Mural Permit shall not be issued until that approval is granted.
2. Commercial Wall Graphic approval. A Commercial Wall Graphic requires a sign permit and must comply with all applicable wall sign standards, including sign area limitations.
3. Building and fire code compliance. Issuance of a Mural Permit does not waive compliance with applicable building, fire, and property maintenance codes. If mural installation involves structural attachment, electrical work, or changes to exterior materials, all required permits must be obtained.

E. Submittal requirements for a Public Art Mural. An application for a Mural Permit shall include:

1. Written authorization from the property owner.
2. A scaled elevation or photograph of the wall with the proposed mural superimposed, showing location, dimensions, and the Mural Area.
3. A description of materials and methods (paint type, sealants, mounting method if applicable).
4. Colors and renderings sufficient to evaluate compatibility with the building and surroundings.
5. A maintenance plan describing cleaning, touch ups, and fading mitigation.
6. A removal plan stating how the surface will be restored if the mural is removed or replaced.
7. For murals within any historic review area, documentation required by the applicable COA process.

F. Standards for Public Art Mural. A Public Art Mural shall comply with the following:

1. No commercial message. The mural shall not include a Commercial Message as defined in Subsection C.

2. Any reference to the following is strictly prohibited.
    a) Obscenity. A mural shall not depict or display obscene material as defined by Texas Penal Code §43.21.
    b) True threats. A mural shall not include a true threat, meaning a statement or depiction that communicates a serious expression of intent to commit unlawful violence against a particular individual or group.
    c) Incitement. A mural shall not be directed to inciting or producing imminent lawless action and likely to incite or produce such action.
    d) Other content. Murals shall otherwise be reviewed and regulated only under the objective standards of this Code (for example location, lighting, traffic safety, and maintenance).
3. Location.
    a) The mural shall be located on a lawful structure and shall not be painted on doors, operable windows, or glazed areas intended for visibility or emergency egress.
    b) The mural shall not be located in a manner that obscures required address numbers, required safety signage, or required building identification.
4. Traffic safety. The mural shall not be installed on a surface that could be reasonably construed as a traffic control device or that creates a documented traffic safety hazard (for example, within a sight visibility triangle at a driveway or intersection).
5. Lighting. If illuminated, illumination shall be steady, shielded, and directed at the mural face to prevent glare and light trespass. Flashing, moving, or intermittently changing lights are prohibited. Illumination shall be subject to the City's Outdoor Lighting Ordinance under Section 14.04.003 of this Code.
6. Digital and projection. A Public Art Mural shall not be an electronic display, dynamic display, or projected image.
7. Maintenance. The mural and wall surface shall be maintained in good condition. Peeling, chipping, fading, cracking, or defacement that materially degrades the mural shall be repaired or removed in accordance with Subsection G.

G. Alteration, defacement, and removal
1. Alterations. Repainting, replacing, or altering more than 25 percent of the Mural Area requires a new Mural Permit and, if applicable, a new COA.
2. Deterioration. If the City determines that a mural is deteriorated or defaced to the extent that it constitutes a property maintenance issue, the City may issue a notice requiring repair or removal within a specified timeframe.
3. Conversion to signage. If a Commercial Message is added to an approved Public Art Mural, the mural becomes a Commercial Wall Graphic and must either (a) obtain a sign permit and comply with sign

standards, or (b) remove the Commercial Message and restore compliance, within the timeframe stated in the City's notice.

H. Relationship to other regulations

1. Nothing in this Section limits enforcement of other applicable codes, including historic preservation regulations, building and fire codes, and property maintenance standards.
2. Where this Section conflicts with another provision of this Code, the more restrictive provision applies.

ARTICLE 14.08 CODE ENFORCEMENT & NONCONFORMITIES

Sec. 14.08.001 Authority, Purpose, and Applicability

A. Authority. Adopted under the City's home-rule powers and municipal zoning authority.

B. Purpose. Establish zoning-specific standards for (1) recognition and administration of lawful nonconformities and (2) zoning enforcement tools limited to this Chapter (notice of violation and stop-work orders).

C. Applicability. This Article applies to zoning matters within the City limits. Nothing herein extends zoning to the ETJ.

D. No Conflict with General Code. Where this Article addresses processes also covered by the City's general code-enforcement provisions, those citywide provisions govern procedure; this Article governs substantive zoning compliance.

E. Cross-References.

a) Zoning Board of Adjustment (ZBA) appeals and procedures: see Article 14.12, Zoning Board of Adjustments.

b) Certificates of Occupancy (CO) actions (withholding/suspension): see Article 14.13 (Administration & Procedures).

c) Vested Rights: See Chapter 1.20 Uniformity of Requirements.

Sec. 14.08.002 Administration

A. Director. The Director of Development Services (or designee) administers this Article and may issue zoning notices of violation and zoning stop-work orders under this Chapter.

B. Coordination. The Director shall coordinate with the Building Official and Code Enforcement to avoid duplicative/conflicting orders.

C. Appeals. Appeals of administrative decisions under this Article are to the ZBA, Article 14.12; filing does not authorize continued violation unless the ZBA stays enforcement under its rules.

Sec. 14.08.003 Zoning Notice of Violation (NOV)

A. Use. An NOV may be issued where land, structures, or uses do not conform to this Chapter or to conditions of a zoning approval.

B. Content. The NOV shall state: (1) property identification; (2) specific zoning provisions/conditions alleged violated; (3) facts observed; (4) required corrective action(s); and (5) a reasonable correction deadline.

C. Service. Serve to the owner and, where applicable, occupant/permit holder by a standard method recognized in the City's general code-enforcement chapter.

D. Reinspection. After the deadline, the Director reinspects and may (1) close the case; (2) extend time for good cause; or (3) escalate (e.g., stop-work, referral for further enforcement consistent with City code).

E. Consistency Clause. NOV procedures here are intended to complement—not supersede—any more detailed service or timing rules in the City's general code-enforcement chapter.

Sec. 14.08.004 Zoning Stop-Work Orders

A. Triggers. The Director may issue a zoning stop-work order when work or use:
   a) lacks required zoning approval;
   b) violates a condition of zoning approval; or
   c) materially departs from approved plans under this Chapter.

B. Form and Posting. The order shall be in writing, identify the violation, and be posted on-site and served to the owner/permit holder.

C. Effect. All development activity subject to this Chapter shall cease only to the extent necessary to remedy the zoning violation identified; life-safety work may continue as authorized by the Building Official.

D. Release. The Director shall lift the order upon verified correction or upon ZBA relief.

E. Appeal. Appeal is to the ZBA, Article 14.12. Filing an appeal does not stay a stop-work order unless the ZBA grants a stay under its rules.

Sec. 14.08.005 Nonconformities—General

A. Types.
   a) Nonconforming Use: Lawful use established before a change in zoning regulations that now prohibits the use.
   b) Nonconforming Structure: Lawful structure that no longer meets dimensional/design standards.
   c) Nonconforming Lot: Lawfully created lot that no longer meets current lot standards.

B. Legal vs. Illegal. Only lawfully established situations are eligible for nonconforming status. Illegal uses/structures must be brought into compliance.

C. Continuation. Lawful nonconformities may continue subject to this Section and applicable state law.

D. Transfer. Nonconforming status runs with the land.

E. Maintenance/Repair. Routine maintenance and like-kind repairs that do not increase the degree of nonconformity are permitted.

F. Verification. The Director may issue a written Verification of Nonconforming Status upon satisfactory evidence of lawful establishment and continuity.

Sec. 14.08.006 Nonconforming Uses

A. No Expansion. A nonconforming use shall not expand in area, intensity, or to other portions of a site or structure, except: (1) as required to meet life-safety codes; or (2) as expressly authorized by the ZBA, Article 14.12.

B. Change of Use. A nonconforming use may only change to a conforming use. Once changed to a conforming use, nonconforming rights are lost.

C. Discontinuance / Abandonment.

a) Six-Month Presumption. Discontinuance for six (6) consecutive months creates a rebuttable presumption of abandonment.

b) Eighteen-Month Bar. Discontinuance for eighteen (18) consecutive months constitutes prima facie abandonment; nonconforming rights terminate.

c) Commencement. Discontinuance is measured from the actual date the use ceased.

D. City-Required Cessation. The City will not require cessation of a lawful nonconforming use except as permitted by applicable state law. Any required procedures (including notice and remedies) shall be administered under the City's Administration & Procedures article or other applicable chapter, not in this Article.

Sec. 14.08.007 Nonconforming Structures

A. Alterations. Alterations that reduce noncompliance are allowed. Alterations that do not increase the degree of noncompliance may be approved by the Director.

B. Additions/Enlargements. Additions that increase the degree of noncompliance require relief from the ZBA where authorized.

C. Safety/Code Work. Improvements necessary to comply with adopted building, fire, flood, or accessibility codes may be made.

Sec. 14.08.008 Restoration After Casualty

A. Right to Rebuild. If a structure containing a nonconforming use or a nonconforming structure is damaged or destroyed by fire, weather, or other casualty, it may be rebuilt or repaired if permits are sought and work commences within eighteen (18) months of the damage.

B. Permits. The permits must be applied for within (6) months of the damage occurring. Time period may be extended by the Director for reasonable accommodation.

C. Extent. Rebuilding shall not increase the degree of nonconformity except as approved by the ZBA where authorized.

D. Other Codes. All reconstruction must comply with current health, safety, and building codes.

Sec. 14.08.009 Nonconforming Lots (Lots of Record)

A. Development Permitted. A lawfully created lot that does not meet current dimensional standards may be used for any permitted use if all other applicable standards are met or appropriate relief is granted.

B. Deemed Conformity—Historic Plats. A vacant lot legally platted before adoption of the Bastrop Development Code is deemed conforming for purposes of one principal building/use, subject to all other applicable standards.

C. Lot Consolidation Encouraged. Where feasible, consolidation or replatting to reduce nonconformities is encouraged.

Sec. 14.08.010 Redevelopment and Expansion of Nonconforming Sites

I. Purpose. The purpose of this Section is to:

1. Allow reasonable reinvestment in sites with lawful nonconforming conditions;
2. Limit the expansion of nonconforming uses, structures, and site features; and
3. Require reasonable, proportional upgrades toward current standards when redevelopment or expansion occurs.

J. Applicability.

1. This Section applies to any site with one or more lawful nonconforming uses, structures, or site features (including parking, landscaping, access, or frontage improvements) when a site plan or building permit is required for redevelopment, expansion, or change of use.
2. This Section supplements the general rules for nonconforming uses, structures, and lots in Sections 14.08.005–14.08.009.

K. Limitations on Expansion of Nonconformities.

1. A nonconforming use may not expand in area or intensity except as allowed in Section 14.08.006.
2. A nonconforming structure may not be expanded or altered in a way that increases the degree of noncompliance except as allowed in Section 14.08.007 or by relief granted by the Zoning Board of Adjustment.
3. Site modifications associated with redevelopment or expansion shall not:
   a) Extend an existing encroachment into a setback or buffer;
   b) Reduce an existing parking, landscaping, screening, or access deficiency below its current level; or
   c) Create new nonconformities.

L. Redevelopment and Expansion Standards for Nonconforming Sites.

1. When redevelopment, expansion, or change of use occurs on a nonconforming site, the following upgrades shall be required to the extent reasonably practicable and proportionate to the scope of work, as determined by the Director:
   a) Site Disturbance of 25% or More of Total Site Area. When grading, clearing, or redevelopment disturbs twenty-five percent (25%) or more of the total site area:
      (1) Frontage improvements along the site's public street frontage (including sidewalks, ADA ramps, street trees, and street lighting) shall be brought into compliance with current standards along the disturbed frontage; and

(2) Any parking areas that are reconstructed or restriped as part of the project shall comply with current standards for layout, interior landscaping, and bicycle parking.

b) Increase in Gross Floor Area of 25% or More. When the total gross floor area on the site has increased by twenty-five percent (25%) or more since original approval:

(1) Parking, loading, stacking, and access spacing shall be evaluated under current standards; and

(2) Corrective improvements shall be required where feasible to address documented deficiencies (such as unsafe access, inadequate loading, or substantial parking shortages).

c) Parking Expansion of 25% or More, or New Parking Field. When on-site parking capacity increases by twenty-five percent (25%) or more, or a new parking lot or parking field is constructed:

(1) All new or expanded parking areas shall comply with current standards for design, interior landscaping, shade, and lighting; and

(2) The Director may require reasonable tie-in improvements (circulation, screening, or connections) between existing and new parking areas to ensure safe and functional operation.

d) Change of Use Increasing Trips or Parking Demand by 20% or More. When a change of use increases estimated peak-hour traffic or parking demand by twenty percent (20%) or more, based on accepted traffic or parking analysis methods:

(1) Site access, cross-access, and internal circulation shall be reviewed for consistency with current standards; and

(2) Proportionate mitigation (such as driveway consolidation, cross-access easements, internal drive connections, or striping/signage changes) may be required to address safety and operational concerns.

e) Documented Safety Hazards. When a nonconforming condition on the site is documented by the City as a safety hazard (such as deficient sight distance, inadequate fire apparatus access, or high-crash driveway spacing), the improvements necessary to eliminate or materially reduce the hazard shall be required as a condition of site plan or permit approval.

f) Overlay and Special Districts. For nonconforming sites located within an adopted overlay district or special district, any redevelopment or expansion shall comply with applicable overlay standards for the portion of the site affected by the project. Where overlay provisions require site-wide compliance (such as Wildland-Urban Interface emergency access or water supply standards), such provisions shall apply to the entire site.

M. Administrative Determination. The Director shall determine the extent of required upgrades under this Section based on site conditions, physical feasibility, and the proportional relationship between the cost of compliance and the scope of the proposed work, consistent with applicable Texas law governing proportionality and nonconforming uses and structures.

Sec. 14.08.011 Manufactured Home Communities (Special Rule)

A. Continuation & Replacement. Nonconforming manufactured home communities and lots are protected as provided by applicable state law. A manufactured home on a nonconforming lot in such a community may be replaced if installed in compliance with state/federal installation standards and this Chapter's nonconformity limits.

Sec. 14.08.012 Violations; Relationship to Other Enforcement

A. Zoning Violations. Use, occupancy, or development contrary to this Chapter or to a condition of zoning approval is a zoning violation.

B. Enforcement. Zoning NOVs and zoning stop-work orders are governed by this Article; all other enforcement tools, penalties, or prosecution are governed by the City's general code-enforcement provisions and are not created or expanded by this Article.

   a) General penalty for violations of the zoning code shall follow the procedures and fines as specified in Section 1.01.009 of the Bastrop Code of Ordinances. Each day that a violation continues shall be deemed a separate and distinct offense.

C. Remedies Cumulative. The City may pursue available remedies as provided elsewhere in the City Code; nothing herein authorizes enforcement outside zoning matte

ARTICLE 14.09 HISTORIC PRESERVATION ORDINANCE

Sec. 14.09.001 Purpose and Intent.

A. The City Council declares that the protection, enhancement, and preservation of sites, landmarks, and districts of historical, architectural, and cultural significance is a matter of public policy and essential to promoting the economic, educational, cultural, and general welfare of the community. The City recognizes that its character is shaped by a unique convergence of time, place, and people, resulting in valuable historic and cultural resources that reflect the heritage and identity of its citizens. This article is enacted to:

1) Protect and enhance the landmarks, which represent distinctive elements of the City's historic, architectural, and cultural heritage;
2) Foster civic pride in the accomplishments of the past;
3) Protect and enhance the City’s attractiveness to visitors, thereby supporting and stimulating the economy;
4) Insure the harmonious, orderly, and efficient growth and Development of the City;
5) Promote economic prosperity and welfare of the community by encouraging the most appropriate use of such property within the City;
6) Encourage stabilization, restoration, and improvements of such properties and their values.

Sec. 14.09.002 Historic Landmark Commission.

A. The Commission shall consist of seven (7) members, residents of the City, to be appointed by the mayor with approval by the City Council as follows; every effort will be made to find professionals who meet the criteria below:

1) One shall be an architect, city planner, or representative of a design profession;
2) One shall be a representative elected by the Bastrop County Historical Society;
3) One shall be a licensed real estate professional;
4) One shall be an owner of a historic Commercial Structure or property;
5) One shall be an owner of an historic Residential Structure or property;
6) One shall be a member from the Planning & Zoning Commission;
7) One shall be a general resident of the City.

B. All Historic Landmark Commission members, regardless of background, shall have a known and demonstrated interest, competence, or knowledge in historic Preservation within the City.

C. Historic Landmark Commission members shall serve for a term of 3 years, except for the member who is serving on the Historic Landmark Commission as the Planning & Zoning Commission representative, and that member shall serve for a term that is concurrent with that member's Planning & Zoning Commission term.

D. Attendance requirements for the Historic Landmark Commission members are set forth in Section 1.02.002(b) of the Code of Ordinances.

E. The commission shall be empowered to:

1) Approve or disapprove Certificates of Appropriateness, Demolition or Removal of historic Structures, and economic hardship applications.
2) Conduct surveys and maintain an Inventory of significant historic, architectural, and cultural landmarks.
3) Make recommendations to the City Council on the designation of historic landmarks, Historic Districts, Contributing and non-Contributing Structures.
4) Make recommendations for properties to the National Register of Historic Places.
5) Increase public awareness of the value of historic, cultural, and architectural Preservation by developing and participating in public education programs.
6) To assist the City Council in the adoption of Design Guidelines for the exteriors of historic landmarks, properties located inside of Historic Districts, and Contributing and non- Contributing Structures, to address architectural and general design elements of Structures, including acceptable materials for Construction; appropriate architectural character, scale, and detail; acceptable appurtenances or additions to new or existing Structures; and acceptable textures and ornamentation.
7) Prepare and submit annually to the City Council a report summarizing the work completed during the previous year.
8) To perform any other functions requested by City Council.

F. The Historic Landmark Commission shall meet at least monthly, if business is at hand. Special meetings may be called at any time by the Chair, or on the written request of any two commission members.

Sec. 14.09.003 Appointment of Historic Preservation Officer.

A. The City's Director of Planning & Development or other City staff designated by the City Manager shall serve as Historic Preservation Officer. This officer shall have as a principal duty the administration of this article and the coordination of the City's various efforts and programs that further historic Preservation.

Sec. 14.09.004 Categories of Preservation.

A. Establishment of Preservation. There shall be two categories of Preservation for historically, culturally, architecturally or archaeologically significant properties in the City, as follows:

1) Historic landmarks;
2) Local Historic Districts, which may contain historic landmarks and Contributing Structures or Sites; and non-Contributing Structures or Sites.

B. Criteria for Historic Landmark Status

1) State and National Designations. A Structure or Site that is designated as a Recorded Texas Historic Landmark, a State Antiquities Landmark, or is listed on the National Register of Historic Places qualifies for consideration as a local Historic Landmark. Such state or national designation does not, by itself, establish local designation. A Structure or Site shall be considered a local Historic Landmark only after designation through the local process in Sec. 14.09.005.

2) City Designation. The City may initiate designation of a Structure or Site as a local Historic Landmark if it is generally at least fifty (50) years old, has maintained its historic character, and meets one or more of the criteria set out below. Any designation under this subsection must be made through the local designation process in Sec. 14.09.005.
   a) Is associated with important events that have contributed significantly to the broad pattern of our history.
   b) Is associated with the lives of persons significant in our past;
   c) Embodies the distinctive characteristics of a type, period, or method of construction; or represents the work of a master; or possess high artistic values; or represents a significant and distinguishable entity whose components may lack individual distinction.
   d) Have yielded, or may be likely to yield, information important to our history.

Sec. 14.09.005 Process for Designation of Historic Landmarks.

A. Properties already listed as a Recorded Texas Historic Landmark or State Antiquities Landmark, or already included on the National Register of Historic Places, are eligible to be designated as a local Historic Landmark in the City of Bastrop, but must go through the process under this Section to be designated as a Local Historic Landmark and be eligible for Incentives under Section 14.09.013.

B. Property owners may apply for local Historic Landmark designation, and the City may also initiate designation. Owners of property being considered for designation as a Historic Landmark shall be notified prior to the Historic Landmark Commission hearing on the recommended designation. The Historic Landmark Commission shall conduct a public hearing and provide written notice to each owner of real property within 200 feet at least 10 days before the hearing date.

C. After consideration by the Historic Landmark Commission, a recommendation regarding designations shall be submitted to the City Council to consider the designations of a Historic Landmark. The adoption of the landmark shall be through a resolution.

D. Upon designation of a Historic Landmark, the City Council shall cause the designation to be noted as follows:
   1) Recorded in the official real property records of Bastrop County.
   2) Designated on the historic resource map of the City.
   3) Provide the property owner with a plaque and require the installation indicating the designation of the landmark as a City Historic Landmark.

Sec. 14.09.006 Process for Removal of Historic Landmark Designation.

A. Designated historic landmarks shall retain such designation until such time as the City Council, upon receipt of an Application from the owner, approves the withdrawal. The procedures for a Removal of designation of a Historic Landmark shall follow the same process as the designation process.

B. Criteria for Approving Removal:

1) The original criteria that was met to receive the designation is no longer applicable for reasons not attributable to the acts or omissions of the owner or occupant.
2) The Site or Structure has been rendered unreasonably irreparably altered by an Act of God.
3) The required majority for City Council approval for Removal of designation shall be two-thirds of the full membership.

Sec. 14.09.007 Criteria for Creation of Historic Districts.

A. An area of the City may be considered for designation as a Historic District if it:
   1) Contains properties and an environmental setting which meet one or more of the criteria for designation of a Historic Landmark; or,
   2) Constitutes a distinct section of the City that possesses a unique historical, architectural, archeological or cultural significance.

Sec. 14.09.008 Process for the Designation of Local Historic District.

A. These provisions pertaining to the designation of local Historic Districts constitute a part of the official Zoning Map of the City.
B. Upon recommendation of the Historic Landmark Commission and the Planning & Zoning Commission, the City Council may establish, after following all required legal procedures, one or more Historic Districts. The Historic Landmark Commission shall prepare, or cause to be prepared, and adopt, Design Guidelines for each individual district, including Standards for new and/or Infill Construction. If there is more than one district, and the Historic Landmark Commission finds that Design Guidelines for one district are appropriate for another district, they may adopt the same guidelines.
   1) Requirement for approval by three-fourths of Council. If an owner of property in a proposed historic district files a written statement protesting the inclusion of the owner's property in the historic district, a separate affirmative vote of three-fourths of all members of the council is required to include the protesting owner's property in the historic district.
C. An Inventory of all Contributing and non-Contributing Structures located within a Historic District to be prepared and the record of the status of each Structure within each Historic District shall be maintained in City records.
D. Owners of property located within an area considered for designation as a local Historic District shall be notified prior to the public hearing(s) on the recommended designation. The adoption of a local district will be processed according to the same procedures required for a zoning amendment. At the public hearing(s), owners, interested parties, and technical experts may present testimony or documentary evidence that will become part of a record regarding the historic, architectural, or cultural importance of the proposed local Historic District.
E. Upon designation of a local historic district, the City Council shall cause the designation to be recorded as follows:

1) Recorded in the official real property records of Bastrop County,
2) Designated on the historic resource map of the City.

F. Designated Historic Districts shall retain such designation until such time as the City Council, upon receipt of an Application and formal request made by at least 51% of the owners of real property located within the Historic District petitions for Removal. The procedures for a Removal of designation of a local Historic District shall follow the same process as the designation process.
   1) Criteria for approving Removal:
      a) The original criteria that was met to receive the designation is no longer applicable for reasons not attributable to the acts or omissions of the owner or occupant.
      b) The site or structure has been rendered unreasonably irreparably altered by an Act of God.

G. The required majority for City Council approval for Removal of designation shall be 2/3 of the full membership.

H. Any existing Structure or Site designated as a significant landmark or a Historic Landmark under Ordinance No. 2007-30 are specifically saved from repeal and shall retain such designation until such time that those designated landmarks are redesignated in accordance with the processes and procedures under this article. As soon as practical following adoption of this article, the City shall begin the process to designate any landmarks deemed appropriate for consideration as historic landmarks in accordance with the processes and procedures contained within this article.

Sec. 14.09.009 Relationship of Designations to Zoning.

A. If there is any conflict between this Article or the Design Guidelines adopted by the Historic Landmark Commission, and any provision of the underlying zoning district, the most restrictive regulation shall apply.

B. If there is any conflict between the provisions of this section and any other provision of the underlying zoning district, the most restrictive regulation shall apply, in the absence of a specific directive to the contrary.

Sec. 14.09.010 Certificate of Appropriateness.

A. Requirement for Certificate of Appropriateness
   1) No person, firm, corporation, or organization shall undertake any Project involving the construction, reconstruction, alteration, restoration, rehabilitation, relocation, or demolition of any local, state, or national Historic Landmark—or any structure, site, or sign within a designated Historic District—without first obtaining a Certificate of Appropriateness.
   2) A Certificate of Appropriateness is also required before making any material change to exterior architectural features or structural elements that are visible from the public right-of-way and that affect the appearance, character, or visual cohesion of any such Landmark, structure, or site.

B. Certificate of Appropriateness Exemptions
   1) Ordinary Maintenance, meaning activities relating to a property that would be considered ordinary or common for maintaining the property, such as

a) Repair using the same material and design as the original and does not require structural modifications;
b) Exterior painting for maintenance, provided that (i) previously unpainted brick is not painted, and (ii) the work does not change the existing exterior color;
c) Reroofing, using the same type;
d) Replacement blade signs; or
e) Repair of sidewalks and driveways.

2) Interior Construction or Alterations do not alter the exterior wall of the Building.
3) New, modifications or Removal of existing awnings, canopies, exterior paint color or exterior Lighting that are attached to a residential structure provided the Alterations do not alter the exterior wall of a Building designated as a Historic Landmark.
4) Demolition of a Building or Structure that the Building Official has declared a dangerous Structure per the Building Code, or determined that Demolition is necessary for the preservation of the public health, safety and welfare.
    a) Should the Building Official declare a Building a dangerous Structure or determine that Demolition is necessary for the preservation of public health, safety and welfare, the Building Official shall coordinate with the Historic Preservation Officer and property owner to identify historic and significant architectural features that are unique to the Building or Structure, era or district and that may be salvaged.
    b) The Historic Preservation Officer shall create a record of the Building or Structure to be demolished through archival-quality photo- documentation, drawings, and other information similar to those required by the Historic American Buildings Survey. The list of identified historic and significant architectural features to be salvaged shall also be made part of this record.
5) New fence, railing or wall that is consistent with the Historic District's characteristics and applicable guidelines.
6) Site landscape Alterations and other hardscape features provided that these do not alter a Building or Structure designated as a Historic Landmark or that is a Contributing historic Structure to the Historic District.
7) Replacement blade signs on an existing mount, where all other applicable sign codes are met.

C. Certificate of Appropriateness Application Procedure
    1) When a Certificate of Appropriateness is required, no work can begin before the Historic Landmark Commission has first issued a Certificate of Appropriateness. The Certificate of Appropriateness shall be in addition to and not in lieu of any permits required (i.e. Building, Sign, alcohol, etc.). The Building

Official cannot approve any application for a Sign or building permit to a Structure and/or Site that requires, but does not have a Certificate of Appropriateness.

2) The owner or owner's agent shall file an Application, as provided by the City, for such a certificate. The Application shall contain at a minimum:
    a) Application fee as established in the Master Fee Schedule;
    b) Contact information for the Applicant and/or owner;
    c) A detailed description of all proposed work;
    d) Location and photographs of existing conditions;
    e) Elevation drawings, photographs, or illustrations of proposed changes;
    f) Samples of materials to be used;
    g) If the proposal includes Signs or lettering, a scale drawing showing the type of lettering to be used, all dimensions and colors, a description of materials to be used, method of illumination (if any), and a plan showing the Sign's location on the property;
    h) Any other information that the City may deem necessary in order to visualize the proposed work; and
    i) The Historic Preservation Officer shall review the submission and determine if the Application is complete. If the Application does not meet the requirements to be approved administratively, the Application will be forward to the Historic Landmark Commission for consideration at their next available meeting agenda.

D. Administrative Approval of a Certificate of Appropriateness
    1) Certificate of Appropriateness may qualify for Administrative Approval by the Historic Preservation Officer if the proposed Project meets all of the following conditions:
        a) The property is not located in a national Historic District;
        b) All of the material Standards identified in the design guidelines as adopted by the Historic Landmark Commission are met;
        c) The proposed Structure or Site is not designated as a local, state, or national Historic Landmark.
        d) Exterior repainting that changes the existing exterior color, provided that (i) previously unpainted brick is not painted, and (ii) the proposed color is consistent with the Design Guidelines' approved color palette.
    2) The Historic Preservation Officer may elect to present a Certificate of Appropriateness to the Historic Landmark Commission for review and consideration.
    3) If the Historic Preservation Officer does not approve a Certificate of Appropriateness, the Application may be forwarded to the Historic Landmark Commission for review and consideration at the request of the Applicant.

E. Historic Landmark Commission Approval of Certificate of Appropriateness

1) The Commission shall review an application for a Certificate of Appropriateness at a regularly scheduled or special meeting within 45 day from the date the application is deemed administratively complete for review, at which time an opportunity will be provided for the applicant to be heard. The Historic Landmark Commission shall approve, deny, or approve with conditions or modifications the permit, within 30 days after the review meeting, provided however, both review and action may occur at the same meeting. In the event the Historic Landmark Commission does not act within 60 days from the date the application is deemed administratively complete for review, a permit will be deemed approved.
2) All decisions of the Historic Landmark Commission shall be in writing. The Historic Landmark Commission's decision shall state its findings pertaining to the approval, denial, or modification of the Application. A copy shall be provided to the Applicant and a copy shall be maintained in the files of the Development Services Department and distributed to other appropriate City departments.
3) An Applicant for a Certificate of Appropriateness who is dissatisfied with the action of the Historic Landmark Commission relating to the issuance or denial of a Certificate of Appropriateness shall have the right to Appeal the determination to the City Council. The Applicant has 15 calendar days from date of the Historic Landmark Commission action to file for the Appeal. The Appeal request will be placed on the next available City Council agenda. To be considered, the Appeal shall set forth in writing the grounds for such Appeal and shall provide the City with any pertinent evidence and all related documentation related to the Appeal. The City Council shall use the adopted approval criteria for the Appeal review.
4) A Certificate of Appropriateness shall expire two years from the date of approval if the proposed scope of work has not been completed. If the building permit for approved work has been issued, the Certificate of Appropriateness will expire two years from the permit issue date. The Commission, upon determination of a reasonable need, may authorize one extension of an additional six months to obtain a building permit for the work in which the Certificate of Appropriateness was approved upon showing of just cause by the Applicant.

F. Criteria for Approval of Certificate of Appropriateness (COA)

1) In considering an Application for a Certificate of Appropriateness (COA), the Historic Landmark Commission shall be guided by any locally adopted design standards, and where applicable, the following from the Secretary of the Interior’s Standards for Rehabilitation of Historic Buildings. Any adopted design standards and Secretary of the Interior’s Standards shall be made to the property owners of historic landmarks.
    a) Every reasonable effort shall be made to adapt the property in a manner which requires minimal Alteration of the Building, Structure, object, or Site and its environment.

b) The distinguishing original qualities or character of a Building, Structure, object, or Site and its environment shall not be destroyed. The Removal or alteration of any historic material or distinctive architectural features should be avoided when possible.

c) All buildings, Structures, objects, and Sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier or later appearance shall be discouraged.

d) Changes that may have taken place in the course of time are evidence of the history and Development of a Building, Structure, object, or Site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.

e) Distinctive stylistic features or examples of skilled craftsmanship which characterize, a Building, Structure, object, or Site shall be kept to the greatest extent practical.

f) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should reflect the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historical, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other Building or Structures.

g) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.

h) For building materials, architecture standards, architectural details, massing for a variety of building types, see the design guidelines.

i) Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any Project.

j) Contemporary design for Alterations and Additions to existing properties shall not be discouraged when such Alterations and Additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, color, material, and character of the property, neighborhood, or environment.

k) Wherever possible, new Additions or Alterations to buildings, Structures, objects, or Sites shall be done in such a manner that if such Additions or Alterations were to be removed in the future, the essential form and integrity of the Building, Structure, object, or Site would be unimpaired.

G. Consideration of Previously Denied Applications

1) A new Application for a Certificate of Appropriateness for a structure or Site that was previously denied a similar Certificate of Appropriateness shall not be considered if the Historic Landmark Commission or the City Council, on appeal, for the structure or Site within 1 year from the date of the final decision. If there has been a substantial change in the conditions affecting the structure or Site or the proposed Project is substantially different from the previous Application, the City may find that the request is sufficient to warrant consideration prior to the 1 year period.

H. Enforcement

1) All work performed pursuant to a Certificate of Appropriateness issued under this article shall conform to any conditions or requirements included therein. It shall be the duty of the building inspector or their designee to inspect periodically any such work to assure compliance. In the event work is not being performed in accordance with the Certificate of Appropriateness, the Building Official or their designee shall issue a stop-work order, and all work shall immediately cease. No further work shall be undertaken on the Project as long as a stop- work order is in effect.

2) A stop-work order may be lifted following submission and approval of plans for corrective action or work, or other plans to bring the Project into compliance with the conditions or requirements of the Certificate of Appropriateness or other approvals.

Sec. 14.09.011 COA Required for Demolition or Relocation.

A. A permit for Demolition, Removal, or Relocation for any local, state, or national Historic Landmark or any structure or Site within a Historic District shall not be granted by the City without the review and approval of a Certificate of Appropriateness by the Historic Landmark Commission in accordance with the provisions of this article.

B. Stay of demolition. No permit for the demolition of a designated local, state, or national Historic Landmark—or any contributing structure within a Historic District—shall be issued by the City until at least 60 calendar days after the filing of a complete demolition application. The purpose of the 60-day stay is to allow the Historic Landmark Commission and City staff reasonable time to assess the significance of the structure, explore alternatives to demolition (including relocation, adaptive reuse, or incorporation into redevelopment plans), facilitate discussions with the property owner regarding preservation incentives or solutions, and allow time for public input. The 60-day stay applies to partial or total demolition. The 60-day stay shall run concurrently with the review and decision timelines for a Certificate of Appropriateness under Sec. C, and no demolition permit shall be issued until both (1) a Certificate of Appropriateness has been approved or deemed approved, and (2) the 60-day stay period has expired.

C. Procedure for COA for Demolition

1) An Application for a Certificate of Appropriateness shall contain the following minimum information:

a) Application fee as established in the City's Master Fee Schedule;

b) Owner and agent contact information;

c) A detailed description of the reason the proposed Demolition is necessary;
d) Location of the proposed Demolition;
e) Evidence of the existing conditions of the property which justify the need for Demolition;
f) A detailed description of the methods of Demolition including the process and procedure for Removal of all debris and how surrounding properties will be protected during the Demolition process;
g) Any other information that the City may deem necessary in order to determine the need for the proposed Demolition.

2) The Commission shall hold a public hearing on the Application within 45 days after the date a complete Application is Filed with the City. The Applicant, property owner, and all property owners located within two hundred 200 feet of the property proposed to be demolished shall be mailed a written notice 10 days prior to the hearing.
3) When considering the Certificate of Appropriateness for Demolition, the Historic Landmark Commission shall consider the following:
   a) The historic value of the Structures or Site;
   b) The state of repair of the Structures or Site;
   c) The existing and potential usefulness, including the economic usefulness, of the Structures, buildings or objects on the Lot, parcel or Site;
   d) The reasons for preserving the Structures, buildings or objects on the Lot, parcel or Site;
   e) The character of the neighborhood; and
   f) Any other factors the Historic Landmark Commission deems appropriate when considering the proposed Demolition.
4) When considering the Certificate of Appropriateness for Relocation, the Historic Landmark Commission shall consider the following:
   a) The style of Construction and compatibility with the local Historic District;
   b) The historic value and structural state of the Structure;
   c) The historic value of the Site;
   d) The reasons for preserving the Structure on an alternate Site;
   e) The character of the neighborhood;
   f) Any other factors the Historic Landmark Commission deems appropriate when considering the proposed Demolition.
5) If the Historic Landmark Commission determines, that the evidence supports the Demolition, Removal or Relocation of the Structure or if the Historic Landmark Commission determines that the interest of preserving historic values will not be adversely affected by such Demolition, Removal or Relocation that the interest of preserving historical values can best be served by the Removal of the

Structures, buildings or objects, it shall issue a Certificate of Appropriateness for Demolition of the Structures or Site.

6) If no action has been taken by the Historic Landmark Commission within 60 days of the original receipt by the Historic Landmark Commission of the application, the Certificate of Appropriateness for Demolition shall be deemed approved by the Historic Landmark Commission, provided that no demolition permit may be issued until the 60-day stay required by Sec. B has expired.

7) Any Applicant who is dissatisfied with the action of the Historic Landmark Commission relating to the issuance or denial of a Certificate of Appropriateness shall have the right to Appeal the determination to the City Council. The Applicant has 15 calendar days from date of the Historic Landmark Commission action to file for the Appeal. The Appeal request will be placed on the next available City Council agenda. To be considered, the Appeal shall set forth the grounds for such Appeal and shall provide the City with any pertinent evidence and all related documentation related to the Appeal. The City Council shall use the adopted approval criteria for the Appeal review.

Sec. 14.09.012 Failure to Maintain Resulting in Demolition by Neglect.

A. State of Demolition by Neglect

1) No owner or person, firm, corporation or other organization with an interest in real property that is designated as a Historic Landmark, a Structure or Site that has been certified, registered or designated by any federal, state or other authorized body/entity as having historical significance, or any Structure or Site that is located within a local Historic District, shall permit the property to fall into a serious state of disrepair so as to result in the deterioration of any exterior architectural feature which would, in the judgment of the Historic Landmark Commission, produce a detrimental effect upon the character of a Historic Landmark, the district as a whole, or the life and character of the property itself. Examples of such deterioration include:

a) Deterioration of exterior walls or other vertical supports.

b) Deterioration of roofs or other horizontal members.

c) Deterioration of exterior chimneys.

d) Deterioration or crumbling of exterior stucco or mortar.

e) Ineffective waterproofing of exterior walls, roof, or foundations, including broken windows or doors.

f) Deterioration of any feature creating a hazardous condition which could lead to the claim that Demolition is necessary for the public safety.

B. Demolition by Neglect Hearing Procedure

1) Upon notification to the Historic Landmark Commission of such a state of disrepair, the Historic Landmark Commission shall notify the owner in writing, informing the owner of the violation and the

specifics of the alleged deterioration, requesting that the owner appear before the Historic Landmark Commission for determination of the existence of detrimental deterioration.

2) If, after a public hearing before the Historic Landmark Commission, the Historic Landmark Commission determines that the deterioration has produced a detrimental effect as described in subsection A of this section, the owner shall cure the deterioration by Restoration or other appropriate actions within a reasonable period of time as determined by the Historic Landmark Commission but in no case longer than 180 calendar days from the determination by the Historic Landmark Commission. The owner must comply with all requirements of requesting a Certificate of Appropriateness from the Historic Landmark Commission. Failure of the owner to cure the deterioration within the time specified by the Historic Landmark Commission shall cause the property owner to be subject to penalties as defined in this Articles, which may be assessed civilly or in municipal court.

3) Any Applicant who is dissatisfied with the action of the Historic Landmark Commission relating to the issuance or denial of a Certificate of Appropriateness shall have the right to Appeal the determination to the City Council. The Applicant has 15 calendar days from date of the Historic Landmark Commission action to file for the Appeal. The Appeal request will be placed on the next available City Council agenda. To be considered, the Appeal shall set forth the grounds for such Appeal and shall provide the City with any pertinent evidence and all related documentation related to the Appeal. The City Council shall use the adopted approval criteria for the Appeal review.

Sec. 14.09.013 Incentives for Historic Landmarks.

A. Continuation of Existing Incentives

1) All properties previously granted an incentive (refund of City taxes) under section 14.03.002 of the Bastrop Code of Ordinances as of the date of ordinance no. 2018-03 shall be eligible to maintain the incentive and are specifically saved from repeal; however, the City Council may modify or end the program at any time at the City's discretion. A list of all properties subject to the incentive, along with the determination of what historic elements are to be included in the valuation of the incentive, shall be maintained on file in the City's Historic Preservation Officer's and the City Secretary's office.

B. New Applications for Incentives

1) To encourage Historic Preservation, the City may offer an incentive to owners of local historic landmarks to encourage the stabilization, Rehabilitation and renovation of properties designated as historic landmarks. The incentives may include:

a) Historic landmark marker. Owners of qualifying historic landmarks will be presented with an official Historic Landmark marker to designate the Structure, with the cost of the marker borne by the City.

b) Property tax refund. Owners of qualifying historic landmarks may be eligible for a refund of a portion of their City property taxes, provided under paragraph (2) below.

2) An owner seeking inclusion in the incentive program shall submit an application to the Historic Preservation Officer to determine whether the property meets the criteria for a local Historic Landmark. Incentives will be granted upon the favorable recommendation of the Historic Landmark Commission and approved by the City Council.

C. Calculation for Refund Incentives

1) The amount of the refund shall be based on a uniform percentage of the assessed value of the Contributing Structures, determined by the City Council, each budget year, which can be financed by the amount of general funds appropriated for such refunds. Refunds shall be based on the assessed value of the historic improvements only and shall exclude the value of the underlying land or any noncontributing Structures. Refunds will be based on taxes paid in full by July 31. Eligibility for such refund shall require compliance with all requirements of this article.

D. Required Maintenance Standards

1) To be eligible to receive the annual refund, all buildings and the exterior premise of a Historic Landmark property shall be properly maintained to achieve a presentable appearance, avoid hazardous conditions, and meet the following minimum Standards:

a) Roof. The roof shall not have any missing or broken shingles, significant buckling, warping, or peeling of the surface and must be clear of vegetation. There shall be no Signs of decay, dry rot or structural integrity issues in the roof structure.

b) Exterior walls. The exterior walls shall not have any missing boards, bricks or other materials. No Signs of cracks, dry rot or decay should be evident. Except for materials that have been designed to remain untreated, all exterior wood, composition or metal surfaces shall be protected from the elements by paint or other protective covering. Surfaces shall be maintained to be kept clean and free of flaking, loose, or peeling paint or covering.

c) Foundations. The foundation shall not have any significant cracking, shifting, or erosion. For pier and beam foundations, skirting should be in good condition and have no missing sections. The foundation shall be in good condition and not have missing foundation supports or Signs of sagging.

d) Exterior doors. Doors shall be maintained to be structurally sound, fit within frames to be weatherproof, and have hardware that is in good condition.

e) Windows. Windows shall be fully supplied with window glass, which is glazed and is without cracks or broken panes, shall have sashes in good condition, which fit within the frames, and maintained to exclude adverse weather elements from entering the Structure.

f) Porches. Every porch shall be maintained to be free of missing, defective, rotting or deteriorated foundations, supports, floors and steps, to be safe to use and kept in sound condition and in good repair.

g) Stairways. Stairways shall be maintained free of rotted or deteriorated supports. Handrails and/or railings shall be firmly fastened and maintained in good conditions.

h) Accessory Structures. All Structures accessory to the dwellings, including detached garages, shall be maintained to be structurally sound, neatly maintained and in good repair.

i) Fences and walls. If any fence, retaining wall, or similar Structure is not found to be in a good state of structural repair, it shall be removed, replaced or repaired as required.

j) Landscaping. All landscaping shall be maintained in a presentable appearance. Any landscaping or vegetation that is causing damage to the Structure must be removed.

k) Decorative features. Any other decorative elements of the Site shall be maintained in good repair with property anchorage and in a safe condition.

2) If a Historic Landmark property has been determined by the Historic Preservation Officer, the Building Official, and Code Enforcement Official to be inadequately maintained, the property owner will be notified in writing and given 30 days to correct the deficiencies. If the repairs are not completed and Standards are not met, the incentive will not be paid. An aggrieved property owner may Appeal that determination to the City Council.

E. Loss of Incentives

1) No owner, owner's agents, contractors and/or representatives shall alter or totally or partially destroy any Historic Landmark subject to incentives under this section without first obtaining a Certificate of Appropriateness or Demolition permit in accordance with the terms of this article. If a Historic Landmark subject to incentives is altered or totally or partially destroyed without a Certificate of Appropriateness, the owner shall be required to restore the Structure to its original state, within a reasonable period of time as established by the Historic Landmark Commission but in no case longer than 180 calendar days from the date of any notice of violation provided to the property owner. No incentives will apply during the time that the owner is restoring the property. Failure to restore the historical landmark to its pre-destruction condition shall subject the owner to the penalties set forth in this article and the owner shall:

a) No longer be entitled to the incentives set forth herein; and

b) Immediately remit to the City monies in an amount equal to the total city tax revenues that were refunded in the current and prior years because of the incentives, plus interest calculated at an annual rate as established by the then-current Texas Private Prompt Payment Act.

2) If an owner has obtained a Certificate of Appropriateness for Demolition or Relocation, then the incentive for the Structure will cease immediately upon the Demolition or Relocation, but no remittance of past refunds is required.
3) Transferability of Incentives
    a) The benefits of the incentive program relating to historic Structures under this section are transferable and run with the property.

Sec. 14.09.014 Economic Hardship.

A. Economic Hardship Application Procedure

1) After receiving written notification from the Historic Landmark Commission of the denial of a Certificate of Appropriateness, or an application to demolish, an Applicant may commence the hardship process. No building permit or Demolition permit shall be issued unless the Historic Landmark Commission makes a finding that hardship exists.
2) When a claim of economic hardship is made due to the effect of this article, the owner must prove that:
    a) The property is incapable of earning a reasonable return, regardless of whether that return represents the most profitable return possible;
    b) The property cannot be adapted for any other use, whether by the current owner or by a purchaser, which would result in a reasonable return; and
    c) Efforts to find a purchaser interested in acquiring the property and preserving it have failed.
3) The Applicant shall consult in good faith with the Historic Landmark Commission, local Preservation groups and interested parties in a diligent effort to seek an alternative that will result in Preservation of the property. Such efforts must be shown to the Historic Landmark Commission.
4) The commission shall hold a public hearing on the Application within 60 days from the date the Application is received by either the building inspector or the Preservation Officer. Following the hearing, the Historic Landmark Commission has 30 days in which to prepare a written recommendation to the building inspector or other official. In the event that the Historic Landmark Commission does not act within 90 days of the receipt of the Application, a permit may be granted by the building inspector.
5) All decisions of the Historic Landmark Commission shall be in writing. A copy shall be sent to the Applicant by certified mail and a copy filed with the City clerk's office for public inspection. The commission's decision shall state the reasons for granting or denying the hardship Application.
6) An Applicant submitting a hardship Application who is dissatisfied with the decision of the Historic Landmark Commission relating to the approval or denial of such Application shall have the right to Appeal the Historic Landmark Commission's decision to the City Council. The Applicant has fifteen

(15) calendar days from date of the Historic Landmark Commission action to file for the Appeal. The Appeal request will be placed on the next available City Council agenda. To be considered, the Appeal shall set forth the grounds for such Appeal and shall provide the City with any pertinent evidence and all related documentation related to the Appeal. The City Council shall use the adopted approval criteria for the Appeal review.

Sec. 14.09.015 Penalties.

A. Any person, firm, association of persons, corporation or other organization violating the provisions of this article shall be deemed to be guilty of a misdemeanor and, upon conviction, shall be fined an amount not to exceed the amount set out in the City's Code of Ordinances. Each day that a violation continues shall be deemed a separate and distinct offense. Violations of this article may be enforced civilly and/or in municipal court, at the City's discretion.

ARTICLE 14.10 SPECIAL FLOOD HAZARD AREA

Sec. 14.10.001 Purpose and Authority.

A. Purpose. The purpose of the flood hazard overlay district is to promote the public health, safety, and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions intended to:

(a) Restrict or prohibit uses which are dangerous to health, safety and property due to water or erosion hazards, or which result in damaging increases in erosion or in flood heights or velocities.

(b) Control the alteration of natural floodplains, stream channels, and natural protective barriers which are involved in the accommodation of flood waters.

(c) Control filling, grading, dredging and other development which may increase erosion or flood damage.

(d) Prevent or regulate the construction of flood barriers which will unnaturally divert flood waters or which may increase flood hazards to other lands.

B. Relationship to Other Regulations

1) The SFHA Overlay supplements the underlying zoning district and the City's Flood Damage Prevention Ordinance.

2) Where standards conflict, the more stringent standard governs.

3) Compliance with this overlay does not relieve any obligation to comply with all other applicable City, State, and Federal requirements.

C. Authority. This Section is based on the City's authority under Chapter 51 of the Texas Local Government Code and the Texas Water Code 16.315.

D. Applicability and Mapping

1) The SFHA Overlay applies to all lands within the City's planning and zoning jurisdiction identified by FEMA on the effective Flood Insurance Rate Maps (FIRMs) as Zone A, Zone AO, or Zone AE, including associated regulatory floodways.

2) When the base flood elevation data has not been provided by FEMA, the City may apply the overlay standards by reasonably utilizing any base flood elevation data, best available data, and floodway data available from a Federal, State, or other source.

E. Administration

1) The Floodplain Administrator administers this overlay in coordination with the Director of Development Services or his/her designee.

2) Development within the SFHA Overlay requires all applicable zoning, platting, site and building approvals and, where required, a Floodplain Development Permit.

3) Submittals must include: current FIRM panels; Elevation Certificates; Base Flood Elevations (BFEs); floodway extent; existing/proposed topography; grading/fill limits; drainage paths; and any required hydrologic and hydraulic analyses sealed by an engineer licensed in the State of Texas .

Sec. 14.10.002 Development Requirements and Restrictions

A. General Development Standards

1) Open Space / Conservation. Land within the regulatory floodway and areas below the BFE that are not used for permitted access or utility crossings shall be preserved as open space and protected by either:
   a) Public dedication; or
   b) A recorded conservation easement granted to the City or a City-approved land trust, in a form acceptable to the City Attorney.
2) Limitations on New Development in SFHA. No new principal structures or land-disturbing activity shall occur within the SFHA unless the lot of record would otherwise have no buildable area outside the SFHA or would be left with less buildable area than allowed under subsection (G). Development that relies on this exception must meet all conditions in subsection (G).
3) Prohibited Uses. New critical facilities are prohibited within the SFHA.
4) Riparian Buffers. A minimum 100-foot undisturbed buffer from the top of bank of waterways within the SFHA is required. Selective clearing for invasive removal, habitat restoration, and utility/transport crossings may be allowed by administrative approval if overall buffer function is maintained.
5) Utilities and Access. New or replaced utilities must be flood-resistant and located to minimize flood damage. Access routes serving structures must be passable during the 1% annual-chance event or provide an emergency access plan acceptable to the City.
6) Stormwater Compatibility. Site design shall maintain or improve existing flood storage and conveyance and comply with all City stormwater criteria; water-quality and volume controls may not reduce required compensatory storage.

B. No-Adverse-Impact Analyses

1) Floodway. Any encroachment in the regulatory floodway shall demonstrate no rise in BFEs (FEMA “no-rise” certification) and no increase to off-site flood elevations, velocities, or conveyance.
2) SFHA Outside Floodway. Grading, channel modifications, crossings, or encroachments within Zone A/AE outside the floodway must demonstrate no measurable adverse impact to off-site conditions; analyses shall be sealed by a Texas P.E.

C. No Buildable-Area Exception—Existing Lots

1) Permit. A Floodplain Development Permit is required.
2) Impervious-Cover Cap. Maximum impervious cover for the lot shall be reduced by at least ten (10) percentage points from the underlying district maximum. This cap limits total hardened area; it does not authorize structural pad fill.
3) Subdivision/Rezoning Limitation. The lot may not be further subdivided nor rezoned to a more intensive district.
4) Elevation Method / Pad-Fill Ban

a) No pad fill. Finished floors may not be achieved by earthen or granular pad fill within the SFHA. Structures shall meet elevation requirements using piers, piles, columns, or stem walls, with any structural backfill contained entirely within foundation walls.

b) Allowed minor fill (not for elevation). Limited engineered fill is allowed only for: utility bedding; driveway/sidewalk/ADA transitions; public street sections; erosion control; and regrading needed to maintain positive drainage—provided it is not used to achieve finished-floor elevation and meets the no-adverse-impact standard.

c) Floodway. No fill in the regulatory floodway except where specifically permitted by FEMA/City with a sealed no-rise certification.

5) Compensatory Storage / No-Net-Fill. Any placement of fill or excavation that disturbs 5,000 sq ft or more within the SFHA shall provide minimum 1:1 compensatory flood storage within the same hydraulic reach at equivalent elevations.

6) All Other Flood Standards. All Flood Damage Prevention Ordinance requirements apply, including building/utility elevation, flood-resistant materials, and enclosure limits.

D. Subdivision Standards (Lots Containing SFHA)

1) Plat Content. Preliminary and final plats shall delineate SFHA and floodway boundaries, BFEs, and City-adopted studies; label open-space/conservation areas; and record drainage/floodplain easements.

2) Lot Design / Clustering. Create buildable pads outside the SFHA where feasible through clustering and lot reconfiguration. Lots shall not rely solely on pad fill to place structures above BFE.

3) Easements & Dedications. Dedicate drainage and floodplain easements sufficient to preserve conveyance and storage, including access for maintenance.

4) Utilities & Streets. Design to minimize flood damage and avoid longitudinal encroachments in the floodway. Street and utility crossings shall be designed to maintain conveyance.

5) Density Transfer & Cluster Incentives (SFHA Preservation). A subdivision that preserves ≥ 90% of the on-site SFHA as permanent open space per subsection (E)(1) is eligible for the following incentives:

a) Lot-count protection (transfer). Maximum lot count = Gross Site Area ÷ Base District Minimum Lot Size (rounded down). This allows density to transfer from the SFHA to buildable areas outside the SFHA.

b) Minimum lot-size reduction. Eligible projects may reduce the base district minimum lot size by up to 50%, but not below 5,000 square feet, to facilitate clustering outside the SFHA. All other dimensional standards apply unless modified by an approved cluster plan.

c) Form of open space. The preserved SFHA must be recorded by plat note and easement/dedication; open space shall be contiguous where practicable and may incorporate trails/greenways if consistent with floodplain function.

d) No net increase over gross. Incentives do not authorize more lots than permitted by (5)(a); they allow those lots to fit on smaller, safer pads outside the hazard area.

e) Construction limits. Incentivized lots shall not rely on pad fill to place structures above BFE; elevation-on-foundation methods are required, except as allowed by G(4)(d) for existing lots of record.

E. Nonconformities. Existing lawful structures and uses within the SFHA that become nonconforming under this overlay may continue subject to Chapter 14 nonconformities provisions and the Flood Damage Prevention Ordinance. Repairs, additions, and improvements must comply with applicable substantial improvement/substantial damage thresholds.

Sec. 14.10.003 Variances and Appeals

A. Variances and Appeals. Relief from this overlay may be considered only through the established variance procedures in Sec. 3.17.007 - Administration. (d) variance procedures in the Code of Ordinances.

Sec. 14.10.004 Definitions

A. Definitions. For purposes of this overlay, terms have the meanings in the Flood Damage Prevention Ordinance; where undefined there, NFIP definitions control. The following are added for clarity:

1) Pad fill (for structural elevation): Earthen or granular fill placed to raise any portion of a building site within the SFHA to meet finished-floor elevation or avoid flood regulation.

2) Existing lot of record. A lot lawfully created and recorded prior to the effective date of this overlay, which has not been re-platted or boundary-adjusted thereafter in a manner that reduced buildable area outside the SFHA.

3) Critical facility: Facilities essential for health, safety, and disaster response, including but not limited to hospitals, emergency operations centers, police and fire stations, water/wastewater plants, substations, and facilities housing hazardous materials.

4) Top of bank: The break in slope that typically defines the upper edge of an active channel.

5) Conservation easement: A recorded legal instrument that permanently restricts development and preserves floodplain functions, granted to the City or a City-approved land trust in a form acceptable to the City Attorney.

6) No-adverse-impact: A condition whereby a development activity does not measurably increase flood elevations, velocities, or flood hazards on other properties, as demonstrated by acceptable engineering analysis.

Hydraulic reach: The continuous segment of a watercourse where hydraulic conditions are interdependent for purposes of storage and conveyance

ARTICLE 14.11 PLANNING AND ZONING COMMISSION

Sec. 14.11.001 General

A. General: The Planning & Zoning Commission shall function according to the following criteria that establish membership and operating procedures.

Sec. 14.11.002 Members, Officers, and Alternatives Qualifications

A. There is hereby created, in accordance with Subchapter 211.007 of the Texas Local Government Code and the City's Charter, a Planning & Zoning Commission that shall consist of 9 citizens who reside in the City Limits.
   1) At least 3 members shall have a known and demonstrated competence or knowledge in land use and development as may be exhibited by the following professions: attorney, architect, city planner, design professional, landscape architect, real estate developer, civil engineer, construction project manager, and construction superintendent.
   2) Members shall be appointed by the Mayor and confirmed by City Council for a term of 3 years.
   3) Terms of 1/3 of the Planning & Zoning Commission shall expire each year upon September 30th, or until a successor is appointed.
   4) Vacancies and unexpired terms of members shall be filled by the appointment of the Mayor and confirmed by City Council. These appointments shall be for the remainder of the term.
   5) Members may be removed from office at any time by a majority vote of the City Council for any reason. All members serve without compensation.
   6) Attendance requirements for the Planning & Zoning Commission members are the same attendance requirements as set forth in the Code of Ordinances, Section 1.02.002(b) for Advisory Boards.

B. The City staff shall keep minutes of all meetings held by the Planning & Zoning Commission and full record of all recommendations to be made by the Planning & Zoning Commission to the City Council. Minutes shall constitute a report and record of all Planning & Zoning Commission meetings, including hearings.

C. A Chair and Vice-Chairman shall be elected by the Planning & Zoning Commission from its membership, each to hold office for 1 year or until replaced by a majority vote of the Planning & Zoning Commission.

D. Additional alternates may be appointed by the Council when it’s deemed necessary and occurs in the same manner as the appointment of members.

Sec. 14.11.003 Quorum and Voting

A. Five members of the Planning & Zoning Commission shall constitute a quorum, and all members, including the presiding chairman, shall have the right of 1 vote each, a quorum being present.

B. All actions by the Planning & Zoning Commission shall be by a majority vote of those members present including the passage of any recommendation to the City Council.

C. If any member has a conflict of interest, as defined by the City of Bastrop's Ethics Ordinance in Article 1.15 of the Code of Ordinances, in review of any item on the Planning & Zoning Commission's agenda, the member shall state such for the record and abstain from any discussion and from voting on the matter.

Sec. 14.11.004 Meetings:

A. The Planning & Zoning Commission shall convene for regular meetings at least once a month unless otherwise determined by the Chair or the Director of Development Services.

B. The meetings shall be in the City Hall or other specified locations as may be designated by the Chair or Vice Chair, in the absence of the Chair. Special meetings shall be held at such intervals as may be necessary to orderly and properly transact the business of the Planning & Zoning Commission as called by the Chair or the Director of Development Services.

Sec. 14.11.005 Powers and Duties:

A. The Planning & Zoning Commission shall be an advisory body to the City Council and shall make recommendations regarding amendments to the Comprehensive Plan, changes of Zoning and shall be the final authority for certain plats, as specified in Chapter 10 of the Code of Ordinances, and they may review and recommend other planning-related matters.

B. The Planning & Zoning Commission shall conduct an annual review of the City's Comprehensive Plan and the Bastrop Development Code and be prepared to make such recommendations to the City Council as deemed necessary to keep the City's Comprehensive Plan and the Bastrop Development Code current with the needs and uses of the City. The Planning & Zoning Commission shall serve in an advisory capacity on any planning related item(s) in the City.

Sec. 14.11.006 Procedure on Zoning Hearings:

A. The procedure and process for Zoning changes and/or amendments shall be completed in accordance with this chapter and in accordance with Chapter 211 of Local Government Code.

ARTICLE 14.12 ZONING BOARD OF ADJUSTMENTS

Sec. 14.12.001 Creation, Applicability, and Exemptions:

A. There is hereby created and established a Board to be called the City of Bastrop Zoning Board of Adjustment (ZBA). The ZBA shall hear Appeals from Administrative decisions regarding Zoning, and in appropriate cases, subject to appropriate conditions and safeguards, may authorize Variances from the terms of the Bastrop Development Code.

B. Zoning Board of Adjustment Authority and Jurisdiction (TLGC Chapter 211). The Zoning Board of Adjustment (ZBA) is established and shall operate pursuant to Texas Local Government Code (TLGC), Chapter 211. The ZBA's jurisdiction under this Article is limited to zoning matters authorized by TLGC Chapter 211, including zoning-related appeals alleging error in an order, requirement, decision, or determination made in the administration or enforcement of the City's zoning regulations, and zoning variances or other relief that TLGC Chapter 211 expressly authorizes a board of adjustment to grant. The ZBA shall not grant relief that is not authorized by TLGC Chapter 211.

C. Matters Governed by Other State Law; Article-Specific Appeal Procedures Control.

1) Exempt matters. Appeals, exceptions, credits, alternative compliance determinations, administrative adjustments, or other relief requests that are authorized or governed by a chapter of state law other than TLGC Chapter 211 are not "zoning variances" and are not within the ZBA's jurisdiction under this Article, unless the applicable article of this Development Code expressly designates the ZBA to hear the matter.

2) Applicable article governs. For exempt matters, the appeal and decision process shall be as stated in the applicable article of this Development Code, including but not limited to:

   a) Tree mitigation and tree removal regulation matters adopted under TLGC Chapter 212 (including TLGC Section 212.905);

   b) Sign regulation matters adopted under TLGC Chapter 216;

   c) Special Flood Hazard Area (SFHA) and floodplain management regulations adopted to maintain participation in the National Flood Insurance Program (NFIP) and under other applicable state and federal authority, shall follow the Variance and Appeal process under Section 3.17.006 of the City's Code of Ordinances as authorized under Chapter 51 of the TLGC and the Texas Water Code.

3) Combined requests. If an application includes both (i) a zoning variance or zoning appeal under TLGC Chapter 211 and (ii) a request for relief governed by another article and state-law authority, each request shall be reviewed and decided under the procedures and standards that apply to that specific request, and the ZBA shall act only within the scope of its TLGC Chapter 211 authority unless the other applicable article expressly assigns that additional matter to the ZBA.

Sec. 14.12.002 Membership; Terms of Office

A. The ZBA shall consist of 5 regular members and 2 alternate members who shall be appointed by the mayor confirmed by the City Council, in accordance with state law.

B. Members of the ZBA shall regularly attend meetings and public hearings of the ZBA and shall serve without compensation. Attendance requirements for the Planning & Zoning Commission members are the same attendance requirements as set forth in the Code of Ordinances, Section 1.02.002(b) for Advisory Boards.

C. Any vacancy of a regular member shall be filled by an alternate member only for the unexpired term of the member whose term becomes vacant.

Sec. 14.12.003 Authority of the Board

A. The ZBA has the authority, subject to the Standards established in Sections 211.008 to 211.011 of the Texas Local Government Code and those established herein, to exercise the following powers and perform the following duties:

1) Hear and decide an Appeal that alleges error in an order, requirement, decision, or determination made by an administrative official in the enforcement of this Code;
2) Authorize the expansion or continuation of a nonconforming use or Structure; and
3) Authorize in specific cases a Variance from the terms of this Code.
4) In exercising its authority under "A" above, the ZBA may reverse or affirm, in whole or in part, or modify the administrative official's order, requirement, decision, or determination from which an Appeal is taken and make the correct order, requirement, decision, or determination, and for that purpose the ZBA has the same authority as the administrative official.

B. The concurring vote of 75% of the members of the ZBA is necessary to:

1) Reverse an order, requirement, decision, or determination of an administrative official;
2) Decide in favor of an Applicant on the proposed expansion of a nonconforming use or structure; or
3) Authorize a Zoning Variance from the terms of this Bastrop Development Code.

Sec. 14.12.004 Quorum and Voting

Each case before the ZBA must be heard by at least 75% of its members or alternate members. Meetings of the ZBA are held at the call of the presiding officer or the Director of Planning & Development. All meetings of the ZBA shall be open to the public. The ZBA shall keep minutes of its proceedings that indicate the vote of each member. The minutes and records of the ZBA shall be filed promptly in the City Secretary's Office and are public records.

Sec. 14.12.005 Variances

A. The ZBA may authorize a Variance from these Standards when, in its opinion, undue hardship will result from requiring strict compliance. In making the findings hereinafter required, the ZBA shall consider the nature of the proposed use of the land involved, existing uses of land in the vicinity, and the probable effect of such Variance upon traffic conditions and upon the public health, safety, convenience and welfare in the vicinity.

B. In order to grant a Variance from these zoning Standards, the ZBA must make written findings that unnecessary hardship exists, using the following criteria:
   1) The variance is not contrary to the public interest and will not be detrimental to the public health, safety, or welfare or injurious to other property in the area.
   2) Due to special conditions peculiar to the property, a literal enforcement of this Code would result in unnecessary hardship as applied to the property.
   3) The variance is necessary to permit the applicant to preserve and enjoy a substantial property right, and the spirit and intent of this Code are observed and substantial justice is done.
   4) The unnecessary hardship is based on conditions related to the property (including exceptional narrowness, shallowness, shape, topography, or similar extraordinary physical conditions) and is not shared generally by other property in the same district or vicinity.
   5) The unnecessary hardship is not self-created. The Board shall deny a variance if the requested relief is based on a condition created by a person with an interest in the property.
   6) Financial impact alone (including loss of profits, personal circumstances, or higher development costs typical of the district) does not constitute unnecessary hardship; however, in evaluating unnecessary hardship as applied to a structure, the Board may consider the grounds listed in Texas Local Government Code Section 211.009(b-1).
   7) The applicant bears the burden of proof, and the evidence supporting each finding must be documented in the record.
   8) A variance shall not authorize a use that is not otherwise permitted in the zoning district.

Sec. 14.12.006 Nonconforming Uses and Structures

A. The ZBA shall have the authority to authorize the expansion or enlargement of a nonconforming use, or the expansion, enlargement or structural Alteration to a Structure containing a nonconforming use, when such an expansion, enlargement or Alteration would not tend to prolong the life of the nonconforming use. Upon review of the facts, the ZBA may establish a specific period of time for the occupancy to revert to a conforming use; and

B. To authorize the Reconstruction and occupancy of a nonconforming Structure, or a Structure containing a nonconforming use, where such Structure has been damaged by fire, the elements, or other cause to the extent of more than 60%, but less than the total, of the replacement cost of the Structure on the date of the damage. Such action by the ZBA shall have due regard for the property rights of the person or persons affected, and shall be considered regarding the public welfare, character of the area surrounding such Structure, and the conservation, Preservation and protection of property; and

C. ZBA shall have the authority to authorize the enlargement, expansion, or repair of a nonconforming Structure in excess of 60% of its current value. In such instance, current value shall be established at the time of

Application for a hearing before the ZBA. If such expansion or enlargement is approved by the ZBA, all provisions of the district that the Structure is located shall apply to the new Construction on the Lot or parcel.

D. To authorize the occupancy of an abandoned nonconforming Structure. Such action by the ZBA shall have due regard for the Comprehensive Plan, the property rights of the person or persons affected and shall be considered in regard to the public welfare and safety, character of the area surrounding such Structure, and the conservation, Preservation and protection of property.

Sec. 14.12.007 Procedure for Variances

A. An Application for a Variance shall be made in writing in a form prescribed by the ZBA and shall be accompanied by the required fee in compliance with the Master Fee Schedule, a Site Plan and additional information may be requested in order to properly review the Application. Such information may include, but is not limited to, an existing Plat and Site Building plans.

B. The Director of Planning & Development or other authorized officials shall visit the Site and the surrounding area where the proposed Variance will apply and shall report their findings to the ZBA.

C. The ZBA shall hold a public hearing no later than 45 days after the date the Application for action or an Appeal is filed. Notice of a public hearing shall be provided to all property owners within 200 feet of the affected property within 10 days prior to the public hearing and also published in the official local newspaper within 10 days prior to the public hearing.

D. The ZBA shall not grant a Variance unless it finds, based on competent evidence, that each of the conditions in requirements for granting the Variance has been established. The ZBA's findings, together with the specific facts that the findings are based on, shall be incorporated into the official minutes of the ZBA meeting that the Variance is granted or denied.

E. The ZBA may impose such additional conditions, limitations and safeguards as it deems appropriate upon the granting of any Variance. Violation of any such condition, limitation or safeguard shall constitute a violation of this Code.

F. Any rights authorized by a Variance that are not exercised within 1 year from the date of granting such Variance shall lapse and may be reestablished only after Application and a new hearing in accordance with this.

Sec. 14.12.008 Appeals of Administrative Decisions

A. Any of the following persons may appeal to the ZBA a decision made by an administrative official that is related to a specific Application, address, Project, or other non-application specific decisions made by an administrator of this code or city official:

    b. A person who:

        i. Filed the Application that is the subject of the decision;

        ii. is the owner or representative of the owner of the property that is the subject of the decision; or

iii. is aggrieved by the decision and is the owner of real property within 200 feet of the property that is the subject of the decision; or

iv. any officer, department, board, or bureau of the municipality affected by the decision.

B. The appellant must file with the ZBA and the official against whom the Appeal is taken a written notice of appeal specifying the grounds for the Appeal within 20 days after the decision has been rendered. The officer to whom the Appeal is made shall immediately transmit to the ZBA all papers constituting the record of the action that is appealed.

C. An Appeal stays all proceedings in furtherance of the action that is appealed unless the official from whom the Appeal is taken certifies in writing to the ZBA that facts supporting the official's opinion that a stay would cause imminent peril to life or property. In that case, the proceedings may be stayed only by a restraining order granted by the ZBA or a court of record on Application, after notice to the official, if due cause is shown.

D. The appellant party may appear at the Appeal hearing in person or by agent or attorney.

E. If the ZBA finds that the administrative official made an error in the Application or interpretation of the Code in a particular instance, the ZBA may reverse or affirm, in whole or in part, or modify the administrative official's order, requirement, decision or determination that an Appeal is taken, and make the correct order, requirement, decision, or determination.

Sec. 14.12.009 Judicial Review of Board Decisions

A. Pursuant to Local Government Code, Section 211.011, "Judicial Review of Board Decision," persons aggrieved by a decision of the ZBA may present to a court of record a verified petition stating that the decision of the ZBA is illegal in whole or in part and specifying the grounds of the alleged illegality.

B. Pursuant to state law, any such petition complaining of the ZBA's decision must be filed with a district court, county court, or county court at law within 10 days after the date of the ZBA's decision is filed in the Planning & Development Department.

Sec. 14.12.010 Fees:

A. Fees shall be as provided for in the Master Fee Schedule.

ARTICLE 14.13 ADMINISTRATION AND PROCEDURES

Sec. 14.13.001 Development Process.

A. Development Review Committee (DRC)

The City of Bastrop Development Review Committee (DRC) is comprised of City staff who oversee the development process. The DRC can approve applications that meet the intent, standards, and requirements, if the development is deemed administratively approvable and requires no public hearing by state law or by the Bastrop Development Code and Subdivision Regulations.

The DRC is committed to working with each applicant throughout the process to meet the intent of the Development Code allocations of the City, and the goals of the adopted plans and policies.

Development in Bastrop will be facilitated by the DRC, a collaborative team of staff members dedicated to development projects success. The DRC will conduct a series of technical reviews and analysis of each development in a holistic manner. The intent is to provide quick turnaround reviews, reduce comment conflicts, and to provide consistent feedback to each applicant and development.

B. Development Process.

1) The development application submittal and review process consists of submitting a development application to the City and obtaining review of the development proposal by the DRC.

2) The submittal and review process includes:

a) A pre-application meeting and site visit;

b) Application submittal and review;

c) Application approval:

(1) Administrative decision; or

(2) A recommendation and subsequent decision from one or more of the following public hearing bodies:

(a) Zoning Board of Adjustment (ZBA),

(b) City Council, and/or

(c) Planning and Zoning Commission.

d) Application for construction document review and permits;

e) Inspections; and,

f) Certificate of Occupancy.

3) Detailed Development Process:

a) Step 1: Pre-development meeting and site visit:

(1) Development activities begin with a pre-application meeting request to the City.

(2) The primary purpose of the pre-application meeting is for staff to help identify the scope of the development proposal, so that the City can determine the appropriate submittal requirements and process(es), including whether the development will require administrative or public approval.

(3) The site visit will:

(a) Identify the geographic center of the development;

(b) Key features to be preserved on the lot(s);

(c) The appropriate Development requirements;

(d) Environmental/infrastructure constraints; and

(e) Placement of the street network and blocks.

b) Step 2: Development application submittal and review:

(1) After the development application submission is deemed complete, the Development Services Department will distribute the application to members of the DRC and begin the review process. Review times vary upon whether approval is achieved administratively or through the public hearing process.

(a) Once a complete development application is deemed completed and accepted, the Development Services Department manages the application and follows the specific review processes per application type.

(b) See review timelines and checklists made available by the Development Services Department.

(2) After review of a development application that requires only an administrative decision, staff will notify the applicant with the following:

(a) List of issues to be resolved before a decision will be made on the application; or

(b) A written decision on the application.

(3) The development of a detached residential building in a zoning district which permits single family residential as a primary use, on a platted lot or a lot of record, that complies with current zoning district development standards, may proceed with construction document review and permits.

(4) All other development proposals must submit a development application through the Development Services Department for approval before obtaining approval of construction document review and permits.

c) Step 3: Application for construction document review and permits:

(1) Step 3 consists of preparing and submitting construction documents for review and obtaining permits for construction activities.

(2) Refer to the applicable code section for the detailed requirements for specific applications and submittals.

(3) Construction Documents may be submitted with the second review of the Development Application to the Development Services Department.

d) Step 4: Inspections:

(1) All permitted construction activities must be inspected by the City.

(2) Inspections forms and checklists will be provided by the Development Services Department.

e) Step 5: Certificate of Occupancy and Certification of Shell Building:

(1) The Certificate of Occupancy (CO) or Certification of Shell Building is issued in accordance with the City's adopted building and fire codes once the City has determined that all requirements have been satisfied.

(2) See International Fire Code and local amendments for requirements.

C. Pre-Application Meetings.

1) A pre-application meeting is required prior to the submission of an official development application.

2) A pre-application meeting shall be requested accompanied by:

a) Location;

b) Project narrative describing the proposed development or intent;

c) Concept plan (optional).

3) Format:

a) The pre-application meeting between City staff and the applicant to discuss a proposed development application typically lasts 30 to 60 minutes.

b) Staff will contact the applicant to schedule the pre-application meeting within 5 days of receipt of the pre-application request.

c) In general, the pre-application meeting is scheduled within 2 to 3 weeks of the receipt of the pre-application request. Information exchanged at the pre-application meeting allows City staff and the applicant to come to a more complete understanding of the size, scope, and feasibility of the proposal.

4) Outcomes:

Based on the discussion at the meeting and site visit, the proposal will be processed by the Development Services Department:

a) To determine if the application may be processed administratively or require a public hearing to obtain a decision on the application once submitted.

b) To provide the applicant with the appropriate development application checklist(s) and any related information; or,

c) And may require additional information to be submitted, and a subsequent pre-development meeting to be conducted for further review.

D. Permitting.

To ensure compliance with the intent and standards of the Bastrop Development Code and to safeguard the health, safety, and welfare of the public, the City requires the approval of construction documents for most development and construction activity within the City. In addition to the approval of the construction documents, the City requires the issuance of a building, permission to work in the Right-of-way, or when applicable, a permission to place private improvements in the right-of-way permits for most all development and construction activities.

1) Maintenance and minor modifications to existing structures may not require the approval of construction documents or the issuance of permits, as determined by the Building Official and/or Fire Chief or their designee, consistent with the authority provided in City ordinances, IBC, or IFC.

E. Inspections.

1) Inspections are made for building, electrical, mechanical, plumbing, and zoning compliance for residential, commercial and industrial development, and for the remodeling of existing buildings.

2) Water, sewer, paving, concrete, and grading activities also require City inspection.

3) As part of the development process, all permitted construction activities must be inspected by the City's Inspection Services staff.

4) The review of plans and issuance of permits do not authorize code or ordinance violations that may be discovered by City inspectors at the job site.

F. Certificate of Occupancy (CO).

1) Before any development can be occupied or used, an applicant must apply for a CO.

2) Additionally, all DRC stipulations must be complied with before the City will issue a Certification-of-Shell Building or a final CO.

3) Typically, within three staff working days of submitting an application, the CO or Certification of Shell Building will be issued, provided the development passes a Final Inspection.

4) The issuance of a CO shall not be construed as an approval of a violation of the provisions of any City Code or ordinance.

5) The City's adopted building code requires certain information to be included on the CO:

a) Project address; and

b) Name of the owner of the property at the time the certificate was issued.

6) The CO stays with the property for in perpetuity, even with changes in ownership. If the property ownership changes during construction, documentation of that fact can be submitted, and a change made to the permit. Refer to the City's Building Code, and amendments for additional information.

7) Changes in use, increases in the intensity of use, and expansions of existing developments shall require a new Certificate of Occupancy and may trigger re-review of development standards, as outlined in the Nonconformities Article and Site Development Plan Amendment Section.

G. Temporary Certificate of Occupancy (TCO)

1) Under certain conditions, the issuance of a TCO allows temporary occupancy, with the approval of the City Manager, until the building is completed and a Final CO is issued.

2) Should the TCO expire prior to the issuance of the Final CO, the expiration will require the City to take appropriate steps as outlined in the City's Building Code and the associated amendments.

Sec. 14.13.002 Zoning Procedures.

A. Purpose & Applicability

1) Purpose. Establish a predictable, transparent process for zoning map amendments (rezonings) that implements the Comprehensive Plan and adopted master plans, ensures compatibility, and protects public health, safety, and welfare.

2) Applicability. Applies to all zoning map amendments, including district changes, conditional zoning, overlays, and initial zoning of land proposed for annexation (pre-zoning) as provided herein.

B. Pre-Application. A pre-application meeting with Development Services Department is required prior to submittal of any rezoning application.

C. Application. An application shall be submitted through the City's public portal complete with all information.

D. Review & Recommendations

1) DRC Technical Review. DRC reviews for compliance with this Code, Comprehensive Plan, and adopted master plans; may request revisions; and prepares a consolidated memo.

2) Director's Report. The Director forwards a recommendation (approval, approval with conditions, or denial) to P&Z.

3) Planning & Zoning Commission (P&Z). P&Z holds a public hearing, considers staff/DRC recommendations and public input, and issues a recommendation to City Council.

4) City Council (Final Action). Council holds a public hearing as well as a second reading at a subsequent meeting and acts by ordinance: approve, approve with conditions, remand to P&Z, or deny.

E. Approval Criteria. In making recommendations and decisions, the reviewing bodies shall consider whether the amendment:

1) Implements Adopted Plans. Is consistent with the Comprehensive Plan and applicable master plans (transportation, utilities, parks/open space).

2) Ensures Compatibility. Provides appropriate transitions in use, scale, and design to adjacent development; mitigates potential impacts through conditions where needed.

3) Provides Adequate Infrastructure. Streets, utilities, drainage, and public safety services are available or can be provided in a timely manner; access and internal circulation are safe and efficient.

4) Advances the Public Interest. Furthers health, safety, welfare, and the purposes of this Code without granting special privilege.

F. Public Notices & Hearings

1) Non-Comprehensive Zoning Changes

a) Mailed Notice (Map Amendments). Mail written notice to property owners within 200 feet of the subject site at least 11 days before the P&Z hearing, using the most recent tax roll; courtesy mailing to appraisal-district records may be added where municipal rolls do not list an owner.

b) Published Notice (Council). Publish notice of the Council hearing in the City's official newspaper at least 16 days prior to the Council hearing.

c) Website. Publish notice of the Council hearing on the City's official webpage at least 16 days prior to the Council hearing.

2) Comprehensive Zoning Changes

a) Published Notice (Council). Publish notice of the Council hearing in the City's official newspaper at least 16 days prior to the Council hearing.

b) Website. Publish notice of the Council hearing on the City's official webpage at least 16 days prior to the Council hearing.

c) As applicable, shall provide written notice of each public hearing regarding any proposed adoption of or change to a zoning regulation or boundary under which a current conforming use of a property is a nonconforming use if the regulation or boundary is adopted or changed. The notice must:

1. Be mailed by United States mail or delivered electronically to each owner of real or business personal property where the proposed nonconforming use is located as indicated by the most recently approved municipal tax roll and each occupant of the property not later than the 10th day before the hearing date;
2. Contain the time and place of the hearing; and
3. Include the following text in bold 14-point type or larger:
"THE CITY OF BASTROP IS HOLDING A HEARING THAT WILL DETERMINE WHETHER YOU MAY LOSE THE RIGHT TO CONTINUE USING YOUR PROPERTY FOR ITS CURRENT USE. PLEASE READ THIS NOTICE CAREFULLY."

3) Joint Hearings. P&Z and Council may hold a joint zoning hearing; statutory mailed/published notice requirements apply to joint hearings.

G. Protests & Voting Requirements

1) Standard Protest ("20% Rule"). If a written protest is filed by owners of: (i) 20% or more of the area of the land included in the proposed change, or (ii) 20% or more of the area of land within 200 feet of the subject area (including across streets/alleys), approval requires a three-fourths (¾) vote of all City Council members.

2) Pro-Housing Protest Exception. If the protest is filed only under the state's pro-housing provision (i.e., the change allows additional residential development without adding commercial/industrial uses, subject to limited first-floor retail exceptions) and meets the higher 60% protest threshold within 200 feet, approval requires a majority of all City Council members.

3) Unanimous P&Z Denial. If P&Z unanimously recommends denial, Council approval requires a three-fourths (¾) vote of all Council members.

4) Form of Protest. Protests must be written, identify the property and signer's ownership, and be filed with the City Secretary before the Council vote.

H. Council Action, Ordinance & Effective Date

1) Action by Ordinance. Council may approve, approve with conditions (including adoption of Concept Plan exhibits), remand, or deny.

2) Record & Map Update. The City maintains the official file (application, notices, staff report, exhibits, ordinance) and updates the Official Zoning Map accordingly.

I. Resubmittal After Denial. A substantially similar rezoning for the same property is not accepted for 12 months following Council denial unless Council authorizes reconsideration due to substantial new or corrected information.

J. Fees. Fees are as adopted by City Council in the Citywide Fee Schedule. Where specialized third-party review is necessary (e.g., traffic, environmental, legal), the City may recover actual costs from the applicant.

K. Initial Zoning for Annexation

1) Purpose. Coordinate annexation and initial zoning so expectations are clear at the time of annexation while complying with state annexation and zoning procedures.

2) When Allowed. The City may process a zoning map amendment for territory proposed for annexation only if an annexation petition/consent is on file and the zoning ordinance expressly states it is contingent and becomes effective only upon the annexation's effective date. No zoning is enforced before annexation.

3) Submittals. In addition to Subsection D, file annexation materials required by state law and this Code. Include a contingency statement for the zoning ordinance ("effective upon annexation").

4) Process & Sequence. Pre-zoning applications shall be processed in the following order:

a) Development Review Committee (DRC) Review. The application shall be reviewed by the DRC for completeness, consistency with adopted plans, and compliance with applicable regulations.

b) Director Recommendation. Following DRC review, the Director shall prepare a written recommendation and forward it to the Planning and Zoning Commission.

c) Planning and Zoning Commission Hearing and Recommendation. The Planning and Zoning Commission shall hold a public hearing on the proposed zoning and shall make a recommendation to the City Council.

d) City Council Hearing. The City Council shall hold a public hearing on the proposed zoning. The Council may consider the annexation ordinance and the contingent zoning ordinance for the same property at the same meeting.

1. Order of votes and effective date. The City Council shall vote on and approve the annexation ordinance prior to voting on the contingent zoning ordinance. Any contingent zoning ordinance adopted for the property shall not take effect, and shall have no force, unless and until the annexation ordinance becomes effective and the property is within

the City limits. If the annexation ordinance is not adopted or does not become effective, the contingent zoning ordinance is void.

5) Notices (Zoning Item). Provide mailed and published notices per Subsection H; joint hearings are allowed. School-district or special notices apply if and as required by law.
6) Approval Criteria (Zoning Item). In addition to Subsection F, the City shall find the rezoning feasible with annexation service assumptions and enforceable post-annexation.
7) Effect of Annexation on Uses. Annexation does not prohibit continuation of certain existing or planned uses as protected by state law.
8) Record & Map Update. Upon annexation's effective date, record both ordinances and update the Official Zoning Map to reflect assigned districts and any adopted Concept Plan exhibits/conditions.
9) Any territory annexed into the City of Bastrop not otherwise accompanied by a separate zoning application and procedure, shall be classified as RR (Rural Residential) Zoning until another zoning is established by the City Council.

Sec. 14.13.003 Administrative Relief.

1) Purpose. Provide a streamlined, context-sensitive, staff-level process—administered by the Development Review Committee (DRC)—to approve minor adjustments to quantitative standards in this Chapter.
2) Authority.
    a) The DRC is the final administrative decision-maker for requests under this section when submitted with a Site Plan.
    b) If no Site Plan is required, the Planning Director (or designee), acting as DRC's delegate, may render the decision under the same criteria and limits.
3) Administrative Relief is not a variance and does not authorize any change of use or relief from non-quantitative standards.
4) Scope of Eligible Standards.
    a) The DRC may approve an adjustment of up to ten percent (10%) to any numerical standard in the Bastrop Development Code, excluding maximum lot coverage/impervious cover requirements.
    b) Rounding: Round to nearest whole number, whole foot, whole square foot, or whole percent.
    c) Cumulative limit: multiple approvals may occur on a site, but no single standard may be adjusted by more than 10% under this section.
5) Ineligible Items. Administrative Relief may not: (1) authorize a use not permitted; (2) reduce standards established a PD ordinance or Development Agreement; (3) waive building/fire/drainage/access/life-safety requirements; (4) permit encroachments into rights-of-way, easements, required buffers, or sight triangles; (5) approve an increase in maximum impervious/lot coverage requirements; (6) approve any adjustments to the requirement of Tree Mitigation.

6) Approval Criteria. The DRC or Director shall make written findings that:
    a) Intent & Equivalent Performance. The request meets the stated purpose of the Bastrop Development Code and the purpose of the applicable section and provides equal or better performance, and does not authorize a prohibited use or increase base entitlements.
    b) The approval of the request will result in a development that would be compatible with surrounding land uses and harmonious with the public interest.
    c) Minimum Necessary. The deviation is the least departure practicable to achieve the Code's intent, and the amount of relief is expressly quantified.
    d) No Material Adverse Impacts / Code Compliance. The request will not create material adverse effects on health/safety, traffic/queuing, access, drainage/flood risk, utilities, or neighboring properties and complies with all life-safety codes (Building, Fire, TDLR/ADA, floodplain).
    e) Plan Consistency & Compatibility. The outcome is consistent with the Comprehensive Plan and adopted master plans and remains compatible with surrounding development and streetscape.
7) Submittal.
    a) Include on the Site Plan cover sheet a "Administrative Relief Table" listing: the standard, code citation, base requirement, requested percentage/amount, and resulting dimension.
    b) Show easements, utilities, trees/CRZs, and visibility triangles on the Site Plan to confirm no conflicts.
    c) No separate application or fee is required when submitted with a Site Plan.
8) Procedure & Decision
    a) Timing: Reviewed concurrently with the Site Plan; completeness and review cycles follow the Site Plan timeline.
    b) Decision: The DRC issues a written decision (approval, approval with conditions, or denial) documented in the Site Plan decision letter and noted on the approved plans.
    c) Conditions: The DRC may impose conditions (e.g., façade alignment, porch depth, utility adjustments, landscape placement) to ensure compliance with criteria.
    d) Record: Approved dimensions and any contextual setback line shall be labeled on the Site Plan and reflected on building permit drawings.
    e) Appeals. Any person aggrieved by a decision under this section may appeal to the Zoning Board of Adjustment within 15 calendar days of the decision letter. The ZBA reviews de novo for compliance with this section.
9) Expiration.
    a) When bundled with a Site Plan: relief expires with the Site Plan approval. Extensions mirror Site Plan extension provisions.

b) When approved outside a Site Plan: relief expires 12 months after approval unless a building permit is issued; the Director may grant a single 6-month extension for good cause.

c) When a site plan is amended, any previously granted administrative relief may be subject to re-review.

10) Relation to Nonconformities. May not expand a lawful nonconforming use or structure, except that contextual front-setback alignment may be used to bring a nonconforming front setback closer to conformity.

11) No Precedent. Each approval is site-specific and does not create a precedent.

Sec. 14.13.004 Site Development Plans.

A. Purpose & Applicability

1) Purpose. Ensure new development is safe, serviceable, and compatible by verifying compliance with this Code, adopted plans, and applicable engineering, utility, fire, and building standards.

2) When Required. A Site Plan is required prior to building permit for:

a) New nonresidential buildings;

b) Multifamily (3+ units), townhomes, and mixed-use buildings;

c) Exterior additions or intensifications that (i) add ≥1,000 sq ft GFA or ≥10% (whichever is greater), (ii) add/relocate driveways, fire lanes, or loading, or (iii) expand parking by ≥10 spaces;

d) Changes of use that increase parking demand, traffic, outdoor activity, or life-safety risk;

e) New/expanded outdoor storage, vehicle display/queuing, or fuel service;

f) Projects in an overlay when that overlay requires a Site Plan.

3) Exemptions. Not required for:

a) Single family dwellings or duplex's on individual platted lots (frontage/driveway items still shown with the building permit);

b) Interior finish-out and ordinary repairs that do not increase occupancy load, parking demand, or external impacts;

c) Very small exterior changes (<1,000 sq ft) with no new access points and no triggers in A(2).
The Director may require a Site Plan where otherwise exempt work creates traffic, drainage, fire access, or compatibility concerns.

B. Relationship to Other Approvals

1) Zoning first. Uses must be permitted or conditionally approved (CUP/PD). Site Plans implement—not replace—those approvals and conditions.

2) Deviations. Relief from standards follows the applicable procedure (Administrative Relief, BOA variance, or Council Alternative Compliance) before or concurrent with Site Plan review.

3) Public Improvement Plans (Construction Plans). Site Plan approval is distinct from civil construction drawing (PIP) approval; both may be required where public/frontage improvements or utility extensions are proposed.
4) Overlay/Plat/Historic. COA, floodplain/WUI, plats, and similar approvals are conditions of Site Plan approval when applicable.

C. Submittal (Minimum)
1) Pre-application meeting required.
2) Application with:
a) Site layout (buildings, setbacks, easements, access, internal circulation, fire lanes, loading, refuse/mechanical, outdoor activity areas) and a compliance table;
b) Parking/loading plan (counts, accessible & bicycle spaces, geometry);
c) Access & Connectivity sheet (driveway spacing/sight distance, cross-access, sidewalks/trails, pedestrian routes/ramps);
d) Landscape and Irrigation plans sealed by a Landscape Architect
e) Tree survey performed by an ISA Certified Arborist and accompanying preservation/mitigation plan;
f) Utilities (domestic, fire, wastewater) and will-serve/availability as needed;
g) Drainage concept (ponds/outfalls and pre/post summary);
h) Lighting/photometric plan where outdoor lighting or nighttime hours are proposed;
i) Building elevations or massing sufficient to verify height, screening, and transparency;
j) TIA/traffic study, if required;
k) Phasing and timing of frontage/public improvements;
l) Overlay documentation, if applicable.
m) Site development plan checklist complete, along with all items required by the checklist.

D. Review & Decision
1) Completeness check. Incomplete applications are returned with deficiencies.
2) DRC review. Consolidated technical review and comments.
3) Director decision (administrative). Approve, approve with conditions, or deny. No public hearing.
4) Conditional approvals. May be issued contingent on obtaining related approvals (CUP, Alternative Compliance, ZBA variance, plat, COA, floodplain permit) prior to permit issuance.
5) Resubmittal. Applications may be remanded for revisions where material issues remain.

E. Standards for Approval (Findings). The Director shall approve only if the Site Plan:
1) Complies with district standards, permitted uses, and any CUP/PD/overlay conditions;
2) Meets Access & Connectivity standards (safe driveway placement, internal circulation, pedestrian connections, cross-access where required);

3) Provides required parking, loading, stacking, and bicycle parking (including any approved shared/remote arrangements);
4) Meets Landscaping & Tree Preservation requirements, including screening of service/outdoor storage and protection/mitigation of significant trees;
5) Demonstrates adequate utilities, fire protection, and stormwater management consistent with City engineering criteria and adopted plans;
6) Protects adjacent properties through buffers, lighting control, and orientation of access/service areas;
7) Avoids unsafe traffic conditions or undue congestion and implements proportionate off-site mitigation when required;
8) Meets all other applicable provisions of this Code.

F. Conditions of Approval. The Director may impose conditions reasonably related to compliance and mitigation, including: access management (location/closure/turns/cross-access/TDM), frontage improvements (sidewalks/trees/lights/ramps) tied to CO timing, screening/landscape/tree measures, limits on outdoor activity/queuing/delivery windows, drainage/utility upgrades and easements, phasing, and performance security for public improvements.

G. Site Plan Amendments & Compliance Triggers
1) When an Amendment is Required. Amend before changes that would:
a) Alter building footprint, placement, or height;
b) Add floor area, outdoor activity, loading/queuing, or fuel service;
c) Add, remove, or relocate a driveway, fire lane, or loading space;
d) Reconfigure internal circulation, parking layout, stall/aisle geometry, or accessible/bicycle parking;
e) Modify drainage facilities, detention/retention, outfalls, or utility routing;
f) Change the use (or mix) in a way that increases trips, parking demand, hours, or external impacts;
g) Affect compliance with any condition of a CUP/PD/Alternative Compliance or any overlay approval.
2) Changes Not Requiring an Amendment (As-Builts). De minimis “field changes” for constructability that do not reduce any standard or condition, such as: minor utility alignment shifts; like-for-like plant substitutions; small door/window shifts not affecting transparency or fire ratings; converting up to five (5) striped spaces to compact where allowed. Note on as-builts before final inspection/CO.
3) Cumulative Changes. Amendment thresholds apply cumulatively within 24 months.
4) Compliance with Current Code.
a) Changed elements must comply with current standards (access/connectivity, parking/loading, landscaping/trees, lighting, overlays).
b) Unchanged elements may remain as legally conforming under prior approval unless G(5) requires broader upgrades.

c) Existing CUP/PD/Alternative Compliance conditions remain in effect unless separately modified by the appropriate body.

5) Proportionality & Alternatives. Upgrades must be roughly proportionate to the amendment's impacts. Where strict application is infeasible due to utilities, trees, or topography, the City Manager may approve a targeted compliance plan if the result meets the Code's intent equal or better.

6) Submittal & Effect. Submit clouded changes with a short narrative addressing G(4)–G(6) and any updated sheets limited to the changed scope. An approved amendment supersedes prior approval only for modified sheets/areas; other areas remain under the last unamended approval.

H. Expiration & Extensions

1) Expiration. A Site Plan expires two (2) years from approval if no building permit is issued and under active construction, unless otherwise specified in the approval.

2) One extension. The Director may grant one extension up to six (6) months for good cause.

3) Effect of expiration. Permits may not be issued until a new or amended Site Plan is approved.

I. Appeals. An appeal of the Director's administrative decision (original or amended Site Plan) follows Sec. 14.12.008 Appeals of Administrative Decisions. An appeal stays the decision unless the Director certifies that a stay would cause imminent peril.

J. Effect of Approval. Approval authorizes submittal of construction drawings and building permits consistent with the Site Plan. Approval runs with the land and binds successors, subject to conditions and expiration.

K. Administrative Checklist (Informational)

The Director shall maintain a Site Plan checklist consistent with this section that identifies required sheets/studies, acceptable formats, and triggers for TIA, photometric, floodplain/WUI, and tree preservation submittals.

Sec. 14.13.005 Conditional Uses.

A. Purpose & Applicability

1) Purpose. Provide a public review process for certain uses that may be appropriate in a zoning district only if tailored to the site and context through conditions to ensure compatibility and protection of public health, safety, and welfare, consistent with Texas Local Government Code Ch. 211.

2) Applicability. A CUP is required for any land use identified as "C" (Conditional) in the Table of Permitted Uses, and as otherwise specified in this Code.

3) PD/Planned Development Relationship. In a PDD, a use that is conditional in the comparable base district may be allowed only if specifically identified in the adopting PD ordinance; otherwise, a CUP is required.

B. Effect of Approval

1) A CUP authorizes the use only on the specific property and in the manner approved, subject to all conditions of approval and all other applicable codes.

2) A CUP runs with the land and is binding on the property, not the owner. A CUP remains valid upon sale, conveyance, or other transfer of the property, and applies to all subsequent owners, tenants, and occupants, unless modified, revoked, expired, or otherwise terminated in accordance with this Code.

C. Application Submittal

1) Pre-application. A pre-application meeting with the Director/DRC is strongly encouraged to scope submittals and issues. (Bodies and processes referenced in existing administration sections and flowchart.)

2) Minimum contents. Applications must include:

a) Site plan with building/location layout, access/parking/loading, screening/buffering, and outdoor activity areas.

b) Operations plan (hours, capacity, deliveries, special events, alcohol, outdoor sound/lighting).

c) Impact memo(s) proportionate to the proposal (traffic circulation/parking, utilities/drainage, noise/odor/light, environmental constraints, adjacency).

d) Narrative addressing the approval standards in Subsection F.

e) Owner authorization and required fees.

f) Any overlay/district compliance documentation, if applicable.

D. Completeness & DRC Review

1) Completeness. The Director determines administrative completeness and schedules interdepartmental DRC review.

2) DRC Recommendation. The DRC provides a consolidated technical review and recommends approval, approval with conditions, or denial to the Director.

E. Public Notice & Hearings

1) Notice. Public notice and hearing are required in accordance with state law and this Code for zoning decisions of this type.

2) Hearings. The Planning & Zoning Commission holds a public hearing and makes a recommendation; City Council acts after public hearing.

F. Standards for Approval (Findings). City Council may approve a CUP (with or without conditions) only on finding that the application:

1) Is consistent with the Comprehensive Plan and the stated purpose of the zoning district.

2) Is compatible with and not detrimental to adjacent properties, considering building scale, site layout, hours, intensity, and expected external effects (noise, vibration, dust, odor, glare, traffic, on-street parking).

3) Provides adequate access, circulation, parking, and loading without creating unsafe conditions or undue congestion on the transportation network.

4) Is served by, and will not overburden, public facilities and services (water, wastewater, drainage, police/fire/EMS), with any necessary improvements or phasing secured by conditions.
5) Provides appropriate screening, buffering, lighting control, and site/operational measures to mitigate off-site impacts—especially where the site adjoins residential or P/OS districts.
6) Complies with all applicable overlay standards, adopted master plans, and other provisions of this Code.
7) Will not result in a material adverse cumulative effect in combination with other approved conditional uses in the area.

G. Conditions of Approval
1) City Council may impose conditions reasonably related to mitigating potential adverse impacts and ensuring compliance with this Code and the approval standards above, including but not limited to:
a) Limits on hours of operation; event frequency; occupancy/capacity; or outdoor activity.
b) Site design features (building placement or orientation; fence/wall/landscape screening; preservation of significant trees or natural features).
c) Operational controls (delivery windows, waste management, sound/lighting plans, security).
d) Transportation/parking measures (shared or remote parking approvals, TDM measures, access restrictions, driveway location, required cross-access).
e) Infrastructure/drainage improvements or phasing tied to certificates of occupancy.
f) Time limits (including trial periods), reporting, compliance reviews, or renewal triggers.
2) Conditions must be stated on the record and reflected on the approved site plan or letter of approval.

H. Decision & Record
1) P&Z Commission: recommendation to approve, approve with conditions, or deny.
2) City Council: approval, approval with conditions, denial, or remand for additional information.
3) The decision and all conditions shall be documented in the approval letter and/or on the stamped site plan kept in the development file.

I. Amendments to an Approved CUP
1) Minor Modifications (Administrative). The Director may approve modifications that do not increase external impacts or intensity (e.g., shifts internal to the site that maintain approved buffers/setbacks; minor changes to floor area under 10%; clarifications to management plans).
2) Major Modifications. Any other change—especially increases to hours, occupancy, outdoor activity areas, new driveways, or reductions in approved buffers—requires a new CUP amendment following the same procedures as the original approval.

J. Continuation and Revocation
1) Continuation. A CUP does not expire solely due to the passage of time. A CUP remains in effect unless modified, revoked, or otherwise terminated in accordance with this Code or the conditions of approval.

2) Establishment of Use. If a CUP is approved for a use or development that requires a building permit or other City approval, the applicant shall diligently pursue the required permits and approvals. The City may require periodic status updates as a condition of approval, but lack of progress alone shall not terminate the CUP unless an express condition of approval provides otherwise.
3) Revocation. Following notice and public hearing, City Council may revoke a CUP for substantial noncompliance with the approved plan or conditions, or for repeated, documented violations that materially harm the public health, safety, or neighboring properties. The Planning and Zoning Commission may provide a recommendation prior to Council action. The process may be initiated by the City and shall follow the same notice and public hearing requirements as established in Sec. 14.12.003(E).

K. Relationship to Other Approvals
1) A CUP is not a variance; dimensional relief follows the applicable administrative relief/alternative compliance/variance procedures in this Code.
2) Where a use requires both a CUP and another approval (e.g., site plan, COA, subdivision, building permit), the CUP may be conditioned on obtaining and complying with those approvals.
3) If a PD ordinance specifically lists a use as allowed, a separate CUP is not required unless the ordinance says otherwise.

L. Re-Application After Denial. An application that is substantially the same as a denied CUP may not be resubmitted for six (6) months unless the Director finds there is a material change in circumstances or the proposal has been materially revised to address prior reasons for denial.

M. Table Linkage & Interpretation. Where the Table of Permitted Uses labels a use as “C,” a CUP is required in that district. If a use is not listed, the Director shall interpret the use per the procedures in this Article.

Sec. 14.13.007 Filing & Notice Requirements.

A. Applicability.

This section governs filing and public notice for zoning matters processed under this Article, including but not limited to zoning map amendments, Conditional Use Permits (CUPs), and text amendments.

B. Filing.
1) Applications must be submitted on City forms with required attachments and fees
2) The Director shall conduct a completeness review and schedule items to meet the minimum state notice timelines.
3) Submittal calendars and technical filing requirements may be established by administrative policy.

C. Required Notice.

1) Zoning Regulations & District Changes. Published and written notice shall be provided as required by Texas Local Government Code Chapter 211, as amended (including notice for Planning & Zoning Commission hearings and City Council hearings).
2) Initial Zoning of Annexed Areas. Notice shall follow Texas Local Government Code Chapters 43 and 211, as applicable.
3) Subdivision and Related Actions. Where notice is required for subdivision actions governed by this Code, notice shall follow Texas Local Government Code Chapter 212, as applicable.
4) Open Meetings. All meetings and notices shall comply with the Texas Open Meetings Act (Texas Government Code Chapter 551).
5) Where this Code imposes notice in addition to, or more stringent than, state law, the City shall provide the greater notice.
6) City Council Adopted Notification Requirements:

	Published Notice	**Personal Notice**	**Posted Notice**
Notification Location	Newspaper & Website	United States Mail	Subject Property
Time Before Set Hearing	16 days	A. General: 11 days B. Comprehensive Plan or Zoning change: 11 days	A. General: 11 days B. Comprehensive Plan or Zoning change: 11 days

Include in Notice	A. Date, time, and location of hearing; B. Purpose of the hearing; and C. Identification of the subject property if the decision concerns an individual tract or parcel of land.	A. Name of the applicant; B. Date time, and location of the hearing; C. Purpose of the hearing; D. Identification of the subject property; and, E. The name of the appellant if an appeal.	A. Purpose of the request; and B. All public hearing dates.
Notification Instructions	Development Services Department will be responsible for posting the notice in the newspaper of general circulation.	A. Each owner of real property located within two hundred (200) feet of the exterior boundary of the property in question and any other persons deemed by the Lead Officer or decision-maker to be affected by this application; B. The applicant and/or property owner; and C. The appellant if an appeal.	A. Minimum 2'x4' sign placed on the street frontage in visible unobstructed location. B. Utilize a minimum 6" lettering. C. Shall stay in place until final action is taken or request is withdrawn

7) City Council Adopted Development Approval Process:

Action		Meeting Type		Committees			
R	Review/ Recommend	PM	Public Meeting	ZBA	Zoning 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		

Approval Process		**Review and Approval Authority**			**Notice**			
Source		**ZBA**	**P&Z**	**CC**	**Application Notice**	**Published Notice**	**Personal Notice**	**Posted Notice**
Legislative								
Comprehensive Plan Map and Text Amendment			R/PH/ PM	D/PH/ PH/PM	Y	Y	Y	Y
Zoning Code Text Amendment			R/PH	D/PH/ PM	Y	Y	N	N
Zoning Map Amendments			R/PH	D/PH/ PM*	Y	Y	Y	Y
Variance/Administrative Appeal		D/PH/ PM			Y	N	Y	Y
Conditional Use Permits			R/PH/ PM	D/PH/ PM*	Y	Y	Y	Y

D. Method & Responsibility

1) Published notice shall be placed in the City's official newspaper as required by state law.
2) Written notice (if required by state law) shall be mailed to the parties and within the distances prescribed by state law, using the most recent county appraisal district records or other method allowed by law.
3) If a case is continued, re-notice shall be provided when and as required by state law.

Sec. 14.13.008 Public Hearing Procedures.

A. Planning & Zoning Commission (Recommendation)

The Commission shall hold a public hearing and make a recommendation to City Council on zoning matters in accordance with Texas Local Government Code §211.007 and related provisions, as amended, and the Texas Open Meetings Act.

B. City Council (Decision)

City Council shall hold a public hearing and take action in accordance with Texas Local Government Code §211.006 and related provisions, as amended, and the Texas Open Meetings Act.

C. Protest/Supermajority

When a valid protest is filed in the manner provided by Texas Local Government Code §211.006(d)–(f), Council's voting threshold shall follow state law.

D. Conduct of Hearings; Rules of Procedure

Hearings shall be conducted under Council-adopted or Commission-adopted rules of procedure, provided those rules are consistent with Texas law. Ex parte communications, evidentiary submittals, and continuances shall be handled in a manner consistent with due process and the Open Meetings Act.

E. Conflicts

If a conflict exists between this Code and state law, state law governs.

Sec. 14.13.009 Fees.

A. Fee Schedule

All application, notice, recording, and related fees for procedures under this Article shall be as adopted in the City's Master Fee Schedule.

B. Third-Party Costs

Applicants are responsible for third-party costs reasonably incurred by the City to process an application (e.g., legal notices, outside technical review), when authorized by the Master Fee Schedule.

C. Waivers/Refunds

Any waiver, reduction, or refund of fees shall be as provided in, and administered under, the Master Fee Schedule and applicable City policies.

ARTICLE 14.14 DEFINITIONS

Sec. 14.14.001 Purpose; Use of Definitions.

A. Purpose. This Article provides common meanings for terms used throughout this Code to ensure consistent application and administration.

B. Controlling Law. Where a term is defined by state or federal law (e.g., manufactured housing, community homes, floodplain terms), that legal definition controls in the event of a conflict.

C. Cross-References. Unless otherwise stated, references to City boards, officers, and procedures are those established in Article 14.12 (Administration and Procedures) and Article 14.11 (Zoning Board of Adjustment).

D. Interpretation Rules.

1) "Shall" is mandatory; "may" is permissive.
2) Singular includes the plural and vice versa.
3) Terms not defined herein shall be given their ordinary meaning within the context of this Code or defined by the Director.

E. Abbreviations.

ADA – Americans with Disabilities Act;

BFE – Base Flood Elevation;

CFR – Code of Federal Regulations;

COA – Certificate of Appropriateness;

CUP – Conditional Use Permit

EC – Employment Center;

ETJ – Extraterritorial Jurisdiction;

FAR – Floor Area Ratio;

FIRM – Flood Insurance Rate Map;

GC – General Commercial

GFA – Gross Floor Area;

HRC – Texas Human Resources Code;

IC – Impervious Cover;

IND - Industrial

MF – Multi-Family;

MU – Mixed Use;

PDD – Planned Development District;

PI – Public Institutional

P/OS – Parks and Open Space;

RR – Rural Residential;

SF – Single-Family;

SFHA – Special Flood Hazard Area;

TAS – Texas Accessibility Standards;

TDLR – Texas Department of Licensing & Regulation.

F. Definitions

Accessory Building/Structure. A subordinate, non-habitable building or structure on the same lot as the principal building, customarily incidental to the principal use (e.g., detached garage, shed).

Accessory Dwelling Unit (ADU). A subordinate dwelling unit on the same lot as a principal dwelling that provides complete, independent living facilities (sleeping, cooking, and sanitation).

Accessory Use. A use that is incidental and customarily associated with, and located on the same lot as, a principal use.

Administrative Relief (Minor). A DRC or Director-approved minor adjustment to a quantifiable standard (e.g., up to 10% variation from a numeric requirement) where equal or better compliance with the Code purpose is demonstrated, and where expressly allowed by this Code.

Agricultural Operation – General. A use, facility, or activity that meets the definition of an "agricultural operation" under Texas Agriculture Code Section 251.002, as amended. This includes, but is not limited to, the cultivation or production of crops, forage, or horticultural products; the raising or keeping of livestock or poultry and the production of livestock or poultry products; beekeeping and apiaries; aquaculture; and related on-site practices and improvements that are commonly and historically associated with such activities. Where this Code uses the term "Agricultural Operation – General," it is intended to be interpreted consistently with Texas Agriculture Code Chapter 251 and Article I, Section 36 of the Texas Constitution (Right to Farm).

Alley. A public or private vehicular passage providing secondary access to the side or rear of lots, not intended for primary frontage.

Apiary (Beekeeping). The keeping, raising, or management of honeybee colonies in hives or similar structures for the production of honey, beeswax, pollination, or related purposes. An Apiary may be operated as an accessory use to a residential or agricultural use or as a principal use where permitted, and is subject to numeric limits, setback requirements, and management standards specified by this Code to address safety and compatibility.

Applicant. The property owner or authorized agent submitting an application under this Code.

Aquaculture, Small-Scale (Non-Industrial). The cultivation, rearing, or propagation of fish, shellfish, aquatic plants, or other aquatic organisms in tanks, ponds, or similar facilities on a scale that is subordinate to the primary use of the property and is not an intensive, industrial, or large-scale commercial operation. Small-Scale Aquaculture may include on-site harvesting and limited direct sales where permitted, but does not include large processing plants, hatcheries, or high-intensity industrial aquaculture operations.

Average Grade Plane (AGP). The arithmetic mean of finished ground elevations measured 6 ft perpendicular to the midpoint of each exterior wall of the building, excluding unenclosed projections (porches, decks, stoops). If finished grade varies from pre-construction natural grade by >3 ft along >50% of the perimeter, the Director may require using natural grade to establish AGP.

Awning Sign. Shall mean a sign placed on a cloth, plastic, canopy, or other nonstructural covering that either is permanently attached to a Building or can be raised or retracted to a position against the Building when not in use.

Backyard Livestock (Small Animals). The keeping of small, non-commercial livestock or fowl as an accessory use to a permitted residential use on the same lot, including but not limited to hens (excluding roosters), ducks, rabbits, and similar small animals, in numbers and under conditions specified by this Code. Backyard Livestock is intended for personal use, education, or limited household-scale egg, meat, or fiber production and does not include larger livestock such as cattle, horses, sheep, or swine, or any activity operated as a commercial animal production enterprise.

Banner Sign. A sign made of fabric, vinyl, plastic, or other flexible material that is mounted, hung, suspended, or otherwise attached to a building, fence, or structure, with or without a rigid frame, and that is not permanently affixed as a wall sign.

Bandit Sign. A small, typically temporary sign that is placed without authorization on public property or within the public right of way, or attached to utility poles, traffic control devices, medians, or similar locations where signs are prohibited.

Blade Sign. A projecting sign that is attached to a building wall and projects outward, so the sign face is generally perpendicular to the building facade.

Base Flood; Base Flood Elevation (BFE). The flood with a 1% annual chance of being equaled or exceeded (commonly, the "100-year flood") and the water-surface elevation associated with that flood, as defined by the National Flood Insurance Program (NFIP).

Build-To Line (BTL) / Build-To Zone (BTZ). A required line or range between a minimum and maximum setback along a street frontage where a specified percentage of a building façade must be placed to establish a consistent street edge.

Building. A structure with a roof supported by columns or walls, used or intended for supporting or sheltering any use or occupancy.

Building Coverage. The horizontal area of a lot covered by the footprint of roofed structures, measured to the exterior walls.

Building Height. The greatest vertical distance from the Average Grade Plane (AGP) (or, within the Special Flood Hazard Area, the Design Flood Elevation) to the highest roof point (ridge) or, for flat roofs, the top of parapet (or roof deck if none). Excluded: parapets ≤4 ft, chimneys, flues/vents, solar equipment/racking, mechanical equipment and required screening, and elevator/stair overruns ≤10 ft.

Building Wall Sign. A sign attached to, painted on, or erected against the exterior wall of a building with the sign face in a plane generally parallel to the wall. This includes painted wall signs, graphic wall signs, and signs on a wall mounted panel.

Caliper (Tree). The diameter of a tree trunk measured four and one-half (4.5) feet above grade (DBH).

Civic Use. Use of land or buildings by a governmental, educational, or nonprofit entity for civic purposes (e.g., schools, libraries, public safety facilities).

Commercial Message. Any text, logo, trademark, service mark, slogan, URL, QR code, phone number, social media handle, product name, service description, pricing, call to action, or other identifier that promotes, advertises, or directs attention to a business, product, service, or event for commercial purposes.

Commercial Wall Graphic. A mural or wall graphic that includes a Commercial Message, or that is determined by the Director to function primarily as on premises advertising. A Commercial Wall Graphic is regulated as a building wall sign.

Community Garden (Non-Commercial). A shared open space where fruits, vegetables, herbs, flowers, and similar plants are grown and maintained by a group of individuals, households, or an organization for personal use, donation, or educational purposes. A Community Garden may be publicly or privately owned, may include common tool storage, seating, and educational areas, and may allow incidental cost-sharing among participants, but does not include on-site retail sales to the general public or primary income-generating activity.

Community Home. A community-based residential home serving persons with disabilities that meets the qualifications of Texas Human Resources Code Chapter 123; such homes are protected uses subject to state limitations.

Comprehensive Plan. The City's adopted long-range policy document, including maps, goals, and implementation actions, as amended.

Conditional Use Permit (CUP) / Special Use Permit (SUP). A discretionary permit authorizing a specific use in a district subject to conditions to ensure compatibility with surrounding areas.

Construction / Development Sign. Shall mean a Commercial Sign placed on a piece of property advertising planned construction and providing related information, including but not limited to the name of the contractor, the name of the owner, the planned date of completion, and information indicating the future use or occupation of the Site.

Contractor Shop with Outdoor Yard. A building, structure, and/or lot used by a construction, building service, trade, or similar contractor for the storage, dispatch, staging, loading/unloading, and minor maintenance of vehicles, trailers, tools, equipment, and materials used in the contractor's operations, with an accessory outdoor yard area used for storage or staging. May include accessory administrative office space directly supporting the contractor operation. This use does not include:

1) Retail sales to the general public as a primary use,
2) Manufacturing as a primary use,
3) Junk or salvage yards,
4) Bulk storage of waste materials, or

5) A public or private Utility Shop / Storage facility operated by a utility provider.

Outdoor Storage / Equipment. The keeping, storing, staging, parking, or stockpiling of materials, supplies, equipment, or commercial vehicles outdoors, whether on the ground, racks, trailers, or similar, as a primary use or as an accessory use to a principal use, where the outdoor area is intended to be used for storage or staging on a recurring or long-term basis. This includes, by example, outdoor storage of construction materials, pallets, pipe, landscape materials, equipment (such as skid steers, excavators), and commercial fleet vehicles or trailers when stored outside of an enclosed building. This use does not include:

1) Display of merchandise for retail sales that is otherwise allowed and regulated as an outdoor display,
2) Temporary construction staging occurring under an active building permit, or
3) Temporary loading/unloading in the normal course of business.

Design Flood Elevation (DFE). The Base Flood Elevation (BFE) plus required freeboard, as adopted in the City's Flood Damage Prevention Ordinance.

Director. The Director of Development Services or designee.

Drive-Through Facility. A facility providing goods or services to occupants of vehicles in stacked lanes and service windows; see stacking standards in Article 14.04.

Duplex. A single building on one lot containing two principal dwelling units.

Dwelling Unit. A residential unit providing complete, independent living facilities, including provisions for living, sleeping, eating, and cooking.

Electronic Sign. Shall mean any Sign that the text, letters, numbers, pictures, or symbols forming the informational portion of the Sign consists of flashing, intermittent, or moving lights, including any LED screen or any other type of video display. Illumination of a Sign, by itself, does not create an Electronic Sign.

Employment Center (EC). The zoning district intended for employment-generating, industrial, and logistics uses as defined in Article 14.02.

Façade. The exterior wall of a building facing a public right-of-way or primary frontage.

Farm Stand (On-site Sales of Farm Products). A small-scale, fixed or temporary structure or display area located on a site where agricultural products grown or produced on that site or on other local farms are sold directly to consumers. A Farm Stand is typically operated by the owner or operator of the agricultural use, may include pre-packaged or value-added products derived from farm products, and is subordinate to an on-site or nearby agricultural operation. A Farm Stand does not include multiple independent vendors or festival-type activities.

Farmers Market (Seasonal / Periodic). A recurring, organized gathering of multiple vendors or producers at a designated location where agricultural products, value-added food products, and related goods are sold directly to consumers from individual stalls, booths, or vehicles. A Farmers Market is typically seasonal or periodic in nature, may include limited prepared food and artisan goods, and may include live entertainment and related activities as allowed by permit. A Farmers Market is distinct from a Farm Stand, which is operated by a single farm or producer.

Feather Banner. Shall mean a Sign that is constructed of lightweight material (such as cloth, canvas, or vinyl) affixed to a pole or Building that is similar to a flag, except that it is longer than it is wide. A Feather Banner resembles a feather, in that it is tall and narrow, having more surface area vertically than horizontally when fully extended.

Floor Area, Gross (GFA). The total enclosed floor area of all stories of a building measured to the outside surface of exterior walls, excluding areas explicitly exempted by this Code (e.g., certain parking areas if specified).

Floor Area Ratio (FAR). The ratio of a building's gross floor area to the area of the lot.

Forage / Pasture Production (Vegetation for Animal Feed, Livestock Forage, or Wildlife Forage). The growing or harvesting of grasses, forbs, legumes, hay, or other vegetation primarily for animal feed, livestock forage, or forage for wildlife management, whether for use on-site or off-site. Forage / Pasture Production may occur as a principal use of land or as an accessory component of another agricultural operation and does not, by itself, include the keeping or grazing of animals. Forage / Pasture Production is recognized as an agricultural operation for purposes of Texas Agriculture Code Chapter 251.

Freestanding. shall mean a that is not attached to a wall or Building. A Sign that is supported by a Structure primarily designed for display of the Sign.

Frontage. The length of a lot line abutting a public street right-of-way.

General Crop Production (Non-Forage, Commercial Scale). The cultivation, growing, and harvesting of fruits, vegetables, nuts, grains, fiber crops, nursery stock, flowers, and other plant products for sale, distribution, or other commercial purposes, but does not include Forage / Pasture Production as defined in this Code. General Crop Production may occur in open fields or in structures such as greenhouses or hoop houses and may include on-site storage and handling of crops and equipment, but does not include on-site processing facilities beyond basic cleaning, sorting, and packing.

Hanging Sign. Shall mean a that is affixed to the underside of a roof, canopy, awning, or porch.

Home-Based Business. A business operated from a residential property by the owner or tenant for the purpose of manufacturing, providing, or selling a lawful good or providing a lawful service.

Home Garden (Accessory to a Residential Use). The cultivation of fruits, vegetables, herbs, flowers, and similar plants for personal use or consumption by the occupants of a dwelling on the same lot. A Home Garden is an accessory use to a permitted residential use, is not open to the general public, and does not include on-site retail sales to the general public or the keeping of livestock or poultry other than as allowed under Backyard Livestock (Small Animals).

Impervious Cover (IC). The portion of site area that prevents water infiltration (e.g., roofs, driveways, patios, paving), measured per this Code's method.

Intersection Sight Triangle. A triangular area at street or driveway intersections kept clear of visual obstructions to ensure safe sight distance, as defined by this Code's visibility standards.

Lot. A platted parcel or tract of land under single ownership having frontage on a public right-of-way, intended as a unit for transfer or development.

- **Corner Lot:** A lot abutting two intersecting streets.
- **Interior Lot:** A lot with frontage on one street.
- **Through Lot:** A lot with frontage on two roughly parallel streets.

Lot Area / Lot Width / Lot Depth. The horizontal area within lot lines; the horizontal distance between side lot lines; and the horizontal distance between front and rear lot lines, respectively, measured per this Code.

Lot Coverage. The percentage of lot area covered by buildings and roofed structures (see Building Coverage).

Manufactured Home; Mobile Home. As defined by Texas Occupations Code §1201.003; note that state law distinguishes HUD-code manufactured homes and mobile homes, and binds those definitions on home-rule cities.

Marquee Sign. Shall mean a canopy or covering Structure bearing a signboard or copy projecting from and attached to a Building.

Master Sign Plan. Shall mean a comprehensive document containing specific Standards for an entire Project or property's Signs.

Mixed Use. Development that combines residential with nonresidential uses on the same lot or within the same building.

Modular (Industrialized) Housing / Industrialized Building. As defined by Texas Occupations Code Chapter 1202 (TDLR IHB program)—factory-built modules designed to be installed on permanent foundations (housing) or used as commercial buildings.

Monument Sign. Shall mean a Sign permanently affixed to the ground at its base or by poles that are enclosed by natural stone, stucco, brick, or wood and not mounted to a part of a Building. Pole(s) may be used to construct a Monument Sign so long as the poles are not visible below the Sign.

Mural. A hand painted, hand tiled, printed, or otherwise applied graphic, image, or artwork placed on an exterior surface of a structure or wall and intended to be viewed from the public realm.

Mural Area. The area enclosed within a single continuous perimeter that minimally frames the mural, including any text or symbols within that perimeter. If multiple mural panels are separated by more than 12 inches of blank wall, each panel is measured separately.

Nonconforming Lot / Structure / Use. A lot, structure, or use that was lawfully established but no longer conforms to current requirements of this Code.

No-Impact Home-Based Business. A home-based business that (a) at any time on the property has a combined number of employees and clients/patrons that does not exceed the city's occupancy limit for the property; (b) does not generate on-street parking or a substantial increase in area traffic; (c) conducts no activities visible from a street; and (d) does not substantially increase noise or violate the city's noise rules.

Open Space, Common. Land set aside for parks, recreation, resource protection, or similar purposes, owned and maintained by a homeowners' association, land trust, or public entity.

Parking Space. A permanently surfaced and striped area meeting minimum dimensions for the parking of one vehicle, with safe and convenient access to a public street or aisle, as required by Article 14.04.

Permanent Sign. Any sign securely affixed to the ground, a building, or another structure, designed to remain in place and not easily removed without special handling or tools. These signs are typically made of durable materials like metal, acrylic, or concrete and are intended for long-term use.

Planned Development District (PDD). A site-specific zoning district adopted by ordinance with customized standards and a PD Master Plan, per Article 14.12 and Article 14.02.

Planned Development (PD) Ordinance. The ordinance adopted by the City Council that establishes a Planned Development District (PDD) for a specific property and adopts, by reference, the approved PD Master Plan, Development Standards Matrix, and any exhibits designated as regulatory, together with any conditions of approval and phasing or infrastructure triggers. The PD Ordinance is a legislative zoning action and is not a contract.

Porch. A roofed platform attached to a building, typically at the front façade, which may be open or screened and may encroach per Article 14.02.

Primary Façade. The exterior wall of a building (or the exterior wall area of an individual tenant space) that is intended to be the principal public-facing side of the building, oriented toward and visible from the lot's primary street frontage and generally containing the main public entrance, storefront, or principal customer entry.

Primary Street / Secondary Street. For a given lot, the street designated by the Director as the "primary" for applying frontage and setback/build-to standards (generally the higher-order or addressed street); other abutting streets are "secondary."

Primary Structure. A structure or combination of structures of chief importance or function on a site. In general, the primary use of the site is carried out in a primary structure. The difference between a primary and accessory structure is determined by comparing the size, placement, similarity of design, use of common building materials, and the orientation of the structures on a site.

Primary Use. An activity or combination of activities of chief importance on the site. One of the main purposes for which the land or structures are intended, designed, or ordinarily used. A site may have more than one primary use.

Principal Building / Principal Use. The main building or main use of a lot, as distinguished from accessory buildings or uses.

Public Art Mural. A mural that does not contain a Commercial Message and is not intended to function as a sign.

Pylon Sign. A Sign permanently affixed to the ground at its base by a single- or double-poles, that are enclosed by a base of natural stone, stucco, brick, or wood and not mounted to a part of a Building.

Right-of-Way (ROW). Land dedicated, deeded, or acquired for public streets, utilities, or access, including roadway and sidewalks.

Sidewalk Sign. Shall mean an A-framed, hinged, or folding Sign that is Freestanding and portable and not affixed to a base or pole structure. A Sidewalk Sign can be in the form of a board or an easel.

Sign. Shall mean a structure, Sign, display, light device, figure, painting, drawing, message, plaque, poster, billboard, or other object that is designed, intended, or used that includes text or images designed to communicate. Signs located completely within an enclosed Building and not exposed to view from outside the Building or Structure shall not be considered a Sign. Each display surface of a Sign or Sign Face shall be a Sign.

Sign Administrator. Shall mean the officer appointed by the City Council with the authority to enforce this Code. The Sign Administrator or designee shall review Sign Standards and applications. In the absence of designation by the City Council, the City Administrator shall serve as the Sign Manager. The term also includes any person designated to act on behalf of the Sign Administrator.

Sign Face. Shall mean the total surface including frame and mounting. The actual area of the Sign shall be calculated using trigonometric methods when the Sign is not a simple rectangle. The allowed area of the Sign as stated in the ordinance equals one side of a Freestanding back-to-back Sign provided the Freestanding Sign's sides are back to back or angled with no greater separation between sides at its widest point than 4 feet and provided that both sides have the identical Sign. Frame and mounting shall not exceed 30% of the total surface area of Sign. When referring to area limitations of monument Signs, area and signable area refers to an area within a

continuous perimeter that includes the Sign structure as well as the lettering, illustrations, ornamentations, or other figures, but does not include the Sign base. Required landscaping does not count towards signable area.

Single Family Dwelling (Attached). A building containing one (1) dwelling unit that is attached by a common wall to one or more similar dwelling units, where each unit extends from foundation to roof.

Single Family Dwelling (Detached). A building containing one (1) dwelling unit, designed and intended for residential occupancy, and not attached by a common wall to any other principal building.

Stable (Commercial / Riding Academy). A facility used for the keeping, boarding, training, or rental of horses or other equines, or for providing riding lessons or similar equestrian activities, where such services are offered for compensation to persons other than the owner or occupants of the property. A Commercial Stable or Riding Academy may include barns, paddocks, arenas, riding trails, support buildings, and related facilities, and may be operated as a business or institutional use.

Stable (Private). A facility or area used for the keeping, boarding, or exercising of horses or other equines, and similar large animals, that is incidental and accessory to a residential, agricultural, or institutional use on the same lot and not operated as a business open to the general public. A Private Stable may include barns, paddocks, and riding areas used by the property owner, occupants, and their guests, but does not include riding lessons, horse rental, or boarding services offered for compensation to the general public.

Setback. The required minimum distance between a building or structure and a lot line, measured perpendicular to the lot line.

Shared-Use Path (Sidepath). A paved, generally 8–12-foot-wide path intended for use by both pedestrians and bicyclists, often alongside a roadway or greenway.

Short-Term Rental (STR). Short-term rental (also known as transient rentals, vacation rentals, short-term vacation rentals, or resort dwelling units) means any residential structure, including a single-family home, an accessory dwelling structure, or a unit in an apartment or condominium building, or any portion thereof, used for lodging accommodations to occupants for a period of less than thirty (30) consecutive days. The definition of short-term rental does not include a hotel, motel, bed and breakfast, executive suite, or other non-residential use. Properties rented for longer than 30 days that are still advertised as available on a nightly basis fall into this category.

Sight-Distance Obstruction. Any object between the driver's eye and a conflict point within the intersection sight triangle that impedes visibility to the minimum distance required by this Code.

Special Flood Hazard Area (SFHA). Land in the floodplain subject to a 1% or greater annual chance of flooding, typically mapped as Zone A and its sub-zones on FEMA FIRMs.

Story. A level of a building between the upper surface of one floor and the upper surface of the floor above (or roof above for the topmost story).

Street. A public or private thoroughfare that affords the principal means of access to abutting property and is constructed to City standards.

Temporary Sign. A sign not intended for permanent display and displayed for a limited period of time, including banners, portable signs, special event signs, and similar signs designed for short term use.

Transparency. The percentage of a building façade area comprised of clear windows and doors, measured as specified by this Code.

Tree, Heritage / Protected. A tree meeting the species, size (caliper/DBH), and condition thresholds established in Article 14.06 (Tree Mitigation) or the Landscape Article.

Urban Farm (Small-Scale Agricultural Operation). A small-scale agricultural operation conducted as the principal use of the property that primarily involves the cultivation of fruits, vegetables, herbs, flowers, and similar crops, where products may be sold or distributed on-site or off-site. An Urban Farm may include accessory structures such as greenhouses, hoop houses, wash/pack areas, and limited accessory sale areas. Urban Farms are generally more intensive and/or larger in scale than Home Gardens or Community Gardens and are intended to be primarily crop-based; any keeping of animals associated with an Urban Farm shall be strictly limited and regulated under the specific use standards of this Code.

Use, Permitted / Conditional / Accessory / Temporary. Categories indicating how and whether a use is allowed in a zoning district, as shown in the Table of Permitted Uses and this Code's procedures.

Utility Shop / Storage. A building, structure, or secured yard owned or operated by the City or by a franchised/authorized utility provider and used for the storage, staging, dispatch, and maintenance/repair of vehicles, tools, materials, and equipment used to construct, operate, or maintain public utility infrastructure (for

example: water, wastewater, stormwater, electric, gas, or communications). May include accessory administrative offices directly supporting the utility operation. This use does not include**:**

1) **Utility, Minor** (unmanned, in-line, neighborhood-scale distribution facilities such as pump stations, lift stations, small utility boxes, vaults, and similar),
2) **Utility, Major** (community-scale production, treatment, storage, or transmission facilities such as treatment plants, major storage, generation, and similar), or
3) **Contractor Yards or Shops** not operated by a utility provider (see "Contractor Shop with outdoor yard," "Outdoor Storage / Equipment," etc.). Any outdoor storage must comply with outdoor storage, screening, and nuisance performance standards.

Variance. A discretionary relief granted by the Zoning Board of Adjustment for a specific property when strict application of a dimensional standard would create unnecessary hardship, per state law and Article 14.11.

Window Sign. Shall mean Signs that are painted on, etched in, or visible through a window or transparent door of a Building that are oriented in a manner establishing an intent to be viewed off-Premises or from public or private roadways. This term excludes Signs displayed inside of buildings primarily for patrons on the Premises.

Zoning District, Base. A mapped zoning classification applied to land that regulates allowed uses and development standards (e.g., SF, MF, CC, EC), as established in Article 14.02.

ARTICLE 14.15 APPENDICES

Appendix A – Native (Protected) and Invasive Plant List

Use these species for all required tree mitigation, and appropriate new and replacement tree species unless otherwise approved by the Director/City Arborist.

Appendix A:
Protected Trees, Accepted Native Plants, and Invasive Species List

Native Trees

American Elm (Ulmus americana)
Bald Cypress (Taxodium distichum)
Bigtooth Maple (Acer grandidentatum)
Black Jack Oak (Quercus marilandica)
Box Elder (Acer negundo)
Bur Oak (Quercus macrocarpa)
Cedar Elm (Ulmus crassifolia)
Chinquapin Oak (Quercus muhlenbergii)
Desert Willow (Chilopsis linearis)
Eastern Cottonwood (Populus deltoides)
Eastern Red Cedar (Juniperus virginiana)
Gum Bumelia (Sideroxylon lanuginosum)
Hackberry (Celtis laevigata)
Live Oak (Quercus virginiana)
Loblolly Pine (Pinus taeda)
Mexican Buckeye (Ungnadia speciosa)
Mexican Plumb (Prunus Mexicana)
Osage Orange (Maclura pomifera)
Pecan (Carya illinoinensis)
Post Oak (Quercus stellata)
Ratama, Paloverde (Parkinsonia aculeate)
Red Bud (Cercis canadensis var. texensis)
Red Maple (Acer rubrum)
Red Mulberry (Morus rubra)
Roughleaf Dogwood (Cornus drummondii)
Southern Catalpa (Catalpa bignonioides)
Sycamore (Platanus occidentalis)
Texas Ash (Fraxinus texensis)
Texas Hickory (Carya texana)
Texas Persimmon (Diospyros texana)
Texas Red Oak (Quercus texana)
Texas Walnut (Juglans microcarpa)
Toothache Tree (Zanthoxylum hirsutum)
Western Soapberry (Sapindus saponaria var. drummondii)
Wild Cherry Prunus serotina
Winged Elm (Ulmus alata)

Invasive Trees

Ash (all except Texas Ash) (Fraxinus Sp.)
Australian Pine Casuarina equisetifolia)
Beach Sheoak (Casuarina equisetifolia)
Bottlebrush Tree (Melaleuca quinguenervia)
Brazilian Pepper Tree (Schinus tevabintifolius)
Camphor Tree (Cinnamomum camphora)
Carrotwood Tree (Cupaniopsis anacardiodes)
China Berry (Melia azedarach)
Chinese Elm (Ulmus pumila)
Chinese Parasol (Firmiana simplex)
Chinese Parasol Tree (Firmiana simplex)
Chinese Pistache (Pistacia chinensis)
Chinese Tallow (Triadica sebifera)
Chinese Wisteria (Wisteria sinensis)
Golden Rain Tree (Koelreuteria paniculata)
Ligustrum, Privet (Ligustrum lucidum, Ligustrum sp.)
Mimosa Tree (Albizia julibrissin)
Paper Mulberry (Broussonetia papyrifera)
Peepul Tree (Ficus religiosa)
Popinac (Leucaena leucocephala)
Princess Tree (Paulownia tomentosa)
Russian, Autumn Olive (Elaeagnus unbellata)
Salt Cedar (Tamarix sp.)
Tree of Heaven (Ailanthus altissima)
True Cedar Tree (Cedrus sp.)
Vitex (Vitex agnus-castus)

Invasive Landscaping Plants & Grasses

Japanese Honeysuckle (Lonicera japonica)
Nandina (Nandina domestica)
Lantana (Lantana camera)
Bermuda Grass (Cynodon dactylon)
Buffelgrass (Cenchrus ciliaris)
Common Reed (Phragmites australis)
English Ivy (Hedera helix)
Giant Reed (Arundo donax)
Bamboo (Phyllostachys sp., Bambusa sp.)
Multiflora rose (Rosa multiflora)
Rose of Sharon (Hibiscus syriacus)
Annual Bluegrass (Poa annua)
Carpet Grass (Axonopus sp.)
Rye Grass (Lolium Sp)
Red Fescue (Festuca rubra)

Acceptable Non-Native Plants

Apple (Malus sp.)
Crepe Myrtle (Lagerstoemia sp.)
Fig (Ficus sp.)
Grape (Vitis Sp.)
Loquat (Eriobotrya japonica)
Peach, Plum (Prunus sp.)
Pear (Pyrus sp.)
Pomegranate (Punica granatum)
Rose (Rosa sp.)
Zoysia Grass (Zoysia sp.)

Native Landscaping Plants

Evergreen Sumac (Rhus virens)
Eve's Necklace (Styphnolobium affine)
Flameleaf Sumac (Rhus lanceolata)
Mountain Laurel (Sophora secundiflora)
Possumhaw (Ilex decidua)
Red Buckeye (Aesculus pavia)
Southern Wax Myrtle (Myrica cerifera)
Texas Buckeye (Aesculus glabra)
Texas Lantana (Lantana urticoides)
Yellow Bells (Tecoma stans)

Native Landscaping Grasses

Buffalo Grass (Bouteloua dactyloides)
Curly Mesquite (Hilaria berlangeri)
Little Bluestem (Schizachyrium scoparium)
Inland Sea Oats (Chasmanthium latifolium)
SideOats Gramma (Bouteloua curtipendula)
Muhly Grasses (Muhlenbergia sp.)
Eastern Gamma Grass (Tripsacum dactyloides)
Indian Grass (Sorghastrum nutans)

Appendix B – Preferred Plant List

Appendix B:
Preferred Plant List

Canopy (Shade) Trees

- Cedar elm (Ulmus crassifolia)
- Winged elm (Ulmus alata)
- Escarpment live oak (Quercus fusiformis)
- Monterey/Mexican white oak (Quercus polymorpha)
- Chinquapin oak (Quercus muehlenbergii)
- Bur oak (Quercus macrocarpa)
- Lacey oak (Quercus laceyi)
- Shumard oak (Quercus shumardii)
- Post oak (Quercus stellata)
- Mexican sycamore (Platanus mexicana)
- Live Oak (Quercus virginiana)
- Bald Cypress (Taxodium distichum)

Understory/Small Trees

- Texas redbud (Cercis canadensis var. texensis)
- Mexican redbud (Cercis canadensis var. mexicana)
- Anacacho orchid tree (Bauhinia lunarioides)
- Mexican plum (Prunus mexicana)
- Eve's necklace (Styphnolobium affine)
- Texas mountain laurel (Dermatophyllum/ Sophora secundiflorum)
- Yaupon holly, tree form (Ilex vomitoria)
- Texas persimmon (Diospyros texana)
- Desert willow (Chilopsis linearis)
- American Smoketree (Cotinus obovatus)

Shrubs

- Agarita (Mahonia trifoliolata)
- Dwarf yaupon holly (Ilex vomitoria cvs.)
- Cenizo / Texas sage (Leucophyllum frutescens)
- Flame acanthus (Anisacanthus quadrifidus var. wrightii)
- Rock rose (Pavonia lasiopetala)
- American beautyberry (Callicarpa americana)
- Mountain sage (Salvia regla)
- Damianita (Chrysactinia mexicana)
- Rusty blackhaw viburnum (Viburnum rufidulum)
- Evergreen sumac (Rhus virens)
- Turk's cap (Malvaviscus arboreus var. drummondii)

Grasses & Groundcovers

- Lindheimer muhly (Muhlenbergia lindheimeri)
- Gulf muhly (Muhlenbergia capillaris)
- Little bluestem (Schizachyrium scoparium)
- Sideoats grama (Bouteloua curtipendula)
- Blue grama (Bouteloua gracilis)
- Inland sea oats (Chasmanthium latifolium)
- Buffalo grass (Bouteloua dactyloides) – low-traffic only
- Texas sedge (Carex texensis) and other Carex spp. (e.g., Berkeley/Meadow sedges)
- Frogfruit (Phyla incisa/nodiflora)
- Horseherb (Calyptocarpus vialis)
- Bermuda Grass
- Lantana
- Rye Grass

Parking Lot/Constrained Areas

Trees: Cedar elm; Desert willow; Yaupon (standard or multi-trunk); Eve's necklace; Mexican plum; Monterey oak, Live Oak, Bald Cypress (good but may drop fruit)

Shrubs/accents: Cenizo; Damianita; Agarita; Red yucca (Hesperaloe parviflora).

Grasses/groundcovers: Lindheimer or Gulf muhly; Sideoats grama; Frogfruit; Horseherb; Texas sedge.

Prohibited Species

- Red woods
- Chinese tallow (Triadica/Sapium sebiferum)
- Chinese pistache (Pistacia chinensis)
- Privet/ligustrum (multiple species)
- Nandina (berrying varieties)
- Vitex (Vitex agnus-castus)
- Tree-of-heaven (Ailanthus altissima)
- Chinaberry (Melia azedarach)
- English ivy (Hedera helix)
- Periwinkle (Vinca major/minor)
- Running bamboo (Phyllostachys spp.)
- Giant reed (Arundo donax)
- Kudzu (Pueraria lobata)
- Chinese parasol tree (Firmiana simplex)
- Bradford/callery pear (Pyrus calleryana)
- Salt cedar (Tamarix spp.)

Appendix C – Site Development Plan Checklist

Adoption and Authority. This "Site Development Plan Submittal Checklist" is adopted by ordinance as Appendix C of the Bastrop Development Code, Chapter 14 of the City of Bastrop Code of Ordinances. The requirements in this Checklist are enforceable as part of Chapter 14 and are intended to supplement, organize, and where applicable mirror the submittal and documentation requirements of Chapter 14. This Checklist establishes the minimum items required for an application to be deemed complete for acceptance and processing, unless waived as not applicable.

Consistency; Controlling Provision. This Checklist shall be applied in a manner consistent with Chapter 14. If any provision of this Checklist conflicts with the text of Chapter 14, the Chapter 14 provision controls.

Applicability; Administrative Use. City staff may use this Checklist to determine application completeness and to identify additional information reasonably necessary to evaluate compliance with Chapter 14 and other applicable City regulations. Items marked "if applicable" are required only when triggered by the proposed development, site conditions, or associated approvals.

City of Bastrop

Site Development Plan (Site Plan) Submittal Checklist - Applicant

Bastrop Development Code (City of Bastrop Code of Ordinances Chapter 14)

Use this checklist to assemble a complete Site Development Plan submittal package.

Project Information

Project Name		**Date Submitted**	
Site Address		**BCAD / Parcel ID**	
Zoning District		**Overlay(s) (if any)**	
Applicant / Company		**Phone**	
Email		**Engineer / Architect (if any)**	
Owner Authorization Attached	☐ Yes ☐ No	**Pre-Application Completed**	☐ Yes ☐ No

General Site Development Plan Submittal Requirements

Provided	Code Section	Required Submittal / Documentation
☐	Sec. 14.13.004 (Site Development Plans)	Completed Site Development Plan Checklist (this checklist).
☐	Sec. 14.13.004 (Site Development Plans)	ALL documents specified on this checklist.
☐	Adopted Checklist Requirement	Agent Authorization Form if Applicant is not the Property Owner.
☐	Adopted Checklist Requirement	Copy of deed showing current ownership.
☐	Adopted Checklist Requirement	A copy of current statement of account showing taxes have been paid.
☐	Sec. 14.13.004 (Fees) and Master Fee Schedule	Required fees.
☐	TxDOT Permit Requirements (Supplemental)	Copy of TxDOT permits when required.

☐	Chapter 16 Stormwater Drainage (Supplemental)	Copy of approved Final Drainage Plan if disturbed area is greater than 5,000 square feet, unless concurrent review is allowed by the City Engineer.
☐	Adopted Checklist Requirement	Copy of a letter outlining Planned Development Requirements and how those requirements are addressed on the Site Development Plan if property is located within a Planned Development District.
☐	Adopted Checklist Requirement	If any required fire code requirements cross into a property other than the owner's, a joint-use access agreement or unified development agreement shall be provided and recorded.
☐	IFC 104.8 and 104.9 (Supplemental)	For projects involving an Alternative Method of Compliance (AMoC), documentation showing the alternate method has been approved per IFC 104.8 and 104.9.

Site Plan Detail Requirements

Provided	Code Section	Required Submittal / Documentation
	#1 (Adopted Checklist Requirements)	**COVER SHEET**
☐	1.1	Title block (lower right) contains: proposed project name; block designation; lot number; acreage; preparation date and subsequent revisions (revision table).
☐	1.2	Name (company and contact), address, phone number of owner, applicant, and surveyor and/or engineer responsible for the site plan.
☐	1.3	Signature blocks for Owner, City Engineer, Fire Department, and Director of Planning and Development (see Signature Blocks section).
☐	1.4	Fire Department cover sheet table includes:

BASTROP FIRE DEPARTMENT	
Fire Design Codes	International Fire Code 2018 Edition with adopted appendices
Fire Flow Demand @ 20 psi (gpm)	Most demanding building's calculated fire flow demand – 2018 IFC Appendix B, Table B105.1 – Based on SF and Construction Type
Intended Use	Most demanding building's intended use
Construction Classification	Most demanding building's IBC construction classification
Building Fire Area (S.F.)	Most demanding building's fire area in gross square feet (all floor levels combined) per 2018 IFC Appendix B
Automatic Fire Sprinkler System Type (if applicable)	The sprinkler system type that is in the most demanding building's fire area – NFPA 13, NFPA 13R or NFPA 13D
Reduced Fire Flow Demand @ 20 psi for having a sprinkler system (gpm) (if applicable)	Reduced fire flow demand, as permitted by BFS and Appendix B
Fire Hydrant Flow Test Date	Not more than 1 year from the date of Site Development Plan submittal
Fire Hydrant Flow Test Location	Block and Street Name
Alternative Method of Compliance AMOC (if applicable)	AMOC number and the date the AMOC was approved by the City

☐	1.5	List of ordinances and/or codes used for site design (include Bastrop Development Code Chapter 14 and any other applicable City codes).
☐	1.6	List of jurisdiction and service providers for the site.
☐	1.7	Location map (single line drawing), north arrow, and scale.
☐	1.8	Legend on all plan sheets that use abbreviations or symbols.
	#2 (Adopted Checklist Requirement)	**FINAL PLAT**
☐	2.1	Copy of Final Plat with recordation info or note that plat is under review. If exempt from platting, provide copy of determination letter, recent survey, and recorded blanket easement.
	#3 (Adopted Checklist Requirements)	**OVERALL SITE PLAN SHEET**
☐	3.1	Site boundaries, bearings and dimensions, lot lines, and approximate distance to nearest cross street.

☐	3.2	Site Data Summary Chart includes:
		• Zoning district and overlay(s), if any
		• Lot area excluding ROW (gross and net acreage and square feet)
		• Percentage of lot coverage (building footprint and impervious areas)
		• Area of open space (if provided or required by PD/approval) and percent of site
		• Building area (gross square footage per building)
		• Building height (feet and stories)
		• Total parking provided (if off-site, provide location)
		  ○ Total ADA parking required
		  ○ Total ADA parking provided
		  ○ Total bicycle parking provided
		• Loading areas provided (if applicable)

☐	3.3	Entrances and exits to the buildings.
☐	3.4	Existing and proposed building locations, building size/dimensions, finished floor elevation, height, and distances between buildings on the same lot.
☐	3.5	Show building setbacks and any applicable build-to lines, and/or IBC minimum setbacks where relevant.
☐	3.6	Label street type(s) existing and proposed.
☐	3.7	Include public streets, private drives and fire lanes with pavement widths, ROW, median openings, and turn lanes.

☐	3.8	Existing and proposed driveways with dimensions, radii, and surface type.
☐	3.9	Distances (edge to edge) between existing and proposed driveways (on-site and off-site) to next closest street and/or driveway.
☐	3.10	Existing or proposed easements or ROW within or abutting the lot.
☐	3.11	Existing and proposed improvements within 75 feet of subject property; subdivision name; zoning districts adjacent; general use context adjacent.
☐	3.12	Show location of any required open space, common area, dedication area, parkland, drainage reserve, or other required public benefit area when required by PD/approval conditions.
☐	3.13	Dimensions of any street, sidewalk, alley, accessible route, or other part intended to be dedicated to public use. Dedications must be by separate instrument and referenced on the plan.
☐	3.14	On and off-site circulation (including truck loading and pickup areas) and fire lanes.
☐	3.15	Location of ramps, crosswalks, sidewalks, and barrier free ramps with typical dimensions.
☐	3.16	All types of surfacing (asphalt, brick, concrete, sod, crushed granite) not under roof.
☐	3.17: Sec. 14.04.001 (Site Design, Refuse and Recycling Facilities)	Location of dumpster and screening with materials.
☐	3.18	Screening walls, fences, living screens, retaining walls, and service area screens, including height and type of construction and/or planting specifications.
☐	3.19: Sec. 14.04.004 (Off-Street Parking, Loading, Bicycle Parking)	Parking areas and structures including number/layout of spaces, dimensions, drive aisles, loading/unloading areas, ADA spaces, and related details.
☐	3.20: Sec. 14.06.004 (Tree Survey and Removal/Preservation Plan)	Identify heritage and protected trees (and show them on the plan).
☐	3.21	Location and boundary of any regulatory floodplain or floodway (show FEMA data if applicable).
☐	3.22	Proposed dedications and reservations of land for public use including ROW, easements, open space, parkland, drainage ways, floodplains, and facility sites with gross and net acreage.
☐	3.23 (Fire Review)	Limited access control gates across fire lane easements shown and subject to Fire Department approval.

☐	3.24	All improvements located in the ROW.
☐	3.25	Safety barriers, fencing, wheel stops, curbing, or other restrictive barriers adjacent to driveways, aisles, maneuvering, or parking areas.
☐	3.26	Acceptable scale: 1 inch = 40 feet, 1 inch = 100 feet, or similar.
	#4 (Adopted Checklist Requirements)	**ENGINEERING REQUIRED DETAILS**
☐	4.1	Existing topography at 2-foot contours or less and proposed at 2-foot contours or less.
☐	4.2	Natural features including tree masses and anticipated tree loss, floodplains, drainage ways and creeks.
☐	4.3	FEMA 100-year floodplain with elevation; proposed detention area if required.
☐	4.4	Existing and proposed easements (utility, fire lane, landscape, visibility, access and maintenance, public access, drainage, detention, floodplain drainage easement, etc.).
☐	4.5	Water, sanitary sewer, and franchise utilities mains and service lines with sizes, valves, hydrants, manholes, and other structures on or adjacent to site.
☐	4.6	Water and sewer connections, meter locations, sizes, and meter and/or detector check valve vaults indicated.
☐	4.7	Inlets, culverts, and other drainage structures on-site and immediately adjacent.
	#5 (Adopted Checklist & IFC Requirements)	**FIRE ACCESS AND CONTROL PLAN SHEET**
☐	5.1	Curb markings and/or signs indicating No Parking - Fire Zone on designated fire lane.
☐	5.2	Location of existing and proposed fire hydrants.
☐	5.3 (IFC 903)	Note if any buildings require an automatic sprinkler system.
☐	5.4 (IFC 901.4.6 and 105.4.2)	Fire sprinkler riser room location labeled, if applicable.
☐	5.5 (IFC 503.1)	Distance between all exterior building walls and required fire apparatus access areas.
☐	5.6 (IFC 503.6)	Motorized gates in fire lane path labeled and provided with Knox key switch, if applicable.
☐	5.7 (IFC 5001.5.1)	Fuel tanks shown with volume, fuel type, and construction standard.
☐	5.8 (IFC 5001.5.2)	Diesel emergency generators shown with UL listing, tank capacity, and impact protection.
	#6 (Adopted Checklist Requirements)	**TRAFFIC CONTROL AND PEDESTRIAN SAFETY SHEET**

☐	6.1	Temporary Traffic Control Plan for impacted (closed or reduced width) roadways.
☐	6.2	Barricade Summary Table including impacted roadway, classification, intersection, planned improvements, traffic control detail sheet reference, allowed times, and duration.
☐	6.3	Temporary pedestrian route and protection if pedestrian route is impacted.
☐	6.4	Calculations if overhead fall protection is proposed.
☐	6.5	Safety fencing to prevent public access to construction activities.
☐	6.6	Sealed by a Texas Professional Engineer.
	#7 (Adopted Checklist Requirements)	**REQUIRED NOTES**
☐	7.1	Signs require separate permits; approval of Site Development Plan does not constitute approval of sign plans or elements.
☐	7.2	Underground Main Notes (to be provided on Utility Plan Sheet): A. Underground mains supplying NFPA 13 and 13R systems installed and tested per NFPA 13 and Fire Code by licensed contractor (SCR-U); hydrostatic test requirements as stated. B. Underground mains supplying private hydrants installed and tested per NFPA 24 and Fire Code by licensed contractor (SCR-U); hydrostatic test requirements as stated.
	#8 (Adopted Checklist Requirements)	**SUPPLEMENTAL REQUIREMENTS**
☐	8.1	Site Development Plan cannot be approved until Final Plat is recorded or Platting Exemption/Lot of Record is issued.
☐	8.2	Site Development Plan must be prepared by a licensed and registered professional land surveyor, licensed professional engineer, or licensed professional architect.
	8.3	Building permits will not be issued until the Site Development Plan is approved.
☐	8.4	Property taxes must be paid prior to approval of plan.
	#9 (Adopted Checklist Requirements)	**SIGNATURE BLOCKS**
		Signature blocks as approved below shall be placed on the Site Development Plan cover sheet. Signature blocks shall also be placed for any additional entities responsible in preparing the Site Development Plan.
☐	9.1	Surveyor certificate block

The certificate of the licensed public surveyor:

THE STATE OF TEXAS §
COUNTY OF BASTROP §

KNOW ALL MEN BY THESE PRESENTS

That I,_____do hereby certify that I prepare this plat from an actual and accurate on-the-ground survey of the land and that the corner monuments shown thereon were properly placed under my personal supervision, in accordance with the subdivision regulations of the City of Bastrop, Texas.

_____
Signature and Seal of Registered Public Surveyor with date.

☐	9.2	Owner signature block

Owner's Signature Block:

As owner of this property, I promise to develop and maintain this property as described by this plan.

_____ _____
Name of Owner/Trustee Date

	9.3	City approval signature block (Director, City Engineer, Fire Department).

City Approval Signature Block:

All responsibility for the adequacy of these plans remains with the engineer who prepared them. In accepting these plans, the City of Bastrop must rely upon the adequacy of the work of the design engineer.

Accepted for Construction:

_____ _____
Director of Planning and Development Date

_____ _____
City of Bastrop Engineer Date

_____ _____
City of Bastrop Fire Department Date

☐	9.4	Engineer signed and sealed certification block.

Signed and sealed certification of the licensed engineer who prepared the Site Development Plan:

I, _____ do hereby certify that the information contained in these engineering documents are complete, accurate, and adequate for the intended purposes, including construction, but are not authorized for construction prior to formal City approval.

_____
Signature and Seal of Registered Engineer with date

	#10 (Adopted Checklist Requirements)	BASTROP FIRE DEPARTMENT GENERAL NOTES
☐	10.1	The Bastrop Fire Department requires final asphalt or concrete pavement on required access roads prior to the start of combustible construction. Any other method of providing "all-weather driving capabilities" shall be required to be documented and approved as an alternate method of construction in accordance with the applicable rules for temporary roads.
☐	10.2	Fire hydrants shall be installed with the center of the large diameter hose connection (steamer) located at least 18 inches above finished grade. The steamer opening of fire hydrants shall face the approved fire access driveway or public-street and set back from the curb line(s) an approved distance, typically three (3) to six (6) feet. The area within three (3) feet in all directions from any fire hydrant shall be free of obstructions and the area between the steamer opening and the street or driveway giving emergency vehicle access shall be free of obstructions.
☐	10.3	Timing of installations: When fire protection facilities are installed by the contractor, such facilities shall include surface access roads. Emergency access roads or drives shall be installed and made serviceable prior to and during the time of construction. When the Fire Department approves an alternate method of protection, this requirement may be modified as documented in the approval of the alternate method.
☐	10.4	All emergency access roadways and fire lanes, including pervious/decorative paving, shall be engineered and installed as required to support the axle loads of emergency vehicles. A load capacity sufficient to meet the requirements for HS-20 loading (16 kips/wheel) and a total vehicle live load of 80,000 pounds is considered compliant with this requirement.
☐	10.5	Fire lanes designated on site plans shall be registered with the Bastrop Fire Department and inspected for final approval.
☐	10.6	The minimum vertical clearance required for emergency vehicle access roads or drives is 13 feet - 6 inches for the full width of the roadway or driveway.
☐	10.7	Dumpsters and containers with an individual capacity of 1.5 cubic yards or more shall not be stored in buildings or placed within ten feet of combustible walls, openings, or combustible roof eave lines.

Bastrop Development Code Specific Requirements

1. Site Development Plan - Minimum Submittal Package

Provided	Code Section	Required Submittal / Documentation
☐	Sec. 14.12.004 (Submittal - Minimum)	Pre-application meeting completed.
☐	Sec. 14.12.004 (Submittal - Minimum)	Site layout sheet showing buildings, setbacks, easements, access, internal circulation, fire lanes, loading, refuse/mechanical, and outdoor activity areas, plus a compliance table.
☐	Sec. 14.12.004 (Submittal - Minimum)	Parking/loading plan showing counts, accessible and bicycle spaces, and parking/loading geometry.
☐	Sec. 14.12.004 (Submittal - Minimum)	Access and Connectivity sheet showing driveway spacing and sight distance, cross-access, sidewalks/trails, and pedestrian routes/ramps.
☐	Sec. 14.12.004 (Submittal - Minimum)	Landscape and irrigation plans sealed by a licensed Landscape Architect.
☐	Sec. 14.12.004 (Submittal - Minimum)	Tree survey performed by an ISA Certified Arborist and accompanying preservation/mitigation plan.
☐	Sec. 14.12.004 (Submittal - Minimum)	Utilities information for domestic, fire, and wastewater, including will-serve/availability as needed.
☐	Sec. 14.12.004 (Submittal - Minimum)	Drainage concept showing ponds/outfalls and a pre/post summary.
☐	Sec. 14.12.004 (Submittal - Minimum)	Lighting/photometric plan where outdoor lighting is proposed or where nighttime operating hours are proposed.
☐	Sec. 14.12.004 (Submittal - Minimum)	Building elevations or massing sufficient to verify height, screening, and transparency.
☐	Sec. 14.12.004 (Submittal - Minimum)	Traffic Impact Analysis (TIA) / traffic study, if required.
☐	Sec. 14.12.004 (Submittal - Minimum)	Phasing plan and timing of frontage/public improvements.
☐	Sec. 14.12.004 (Submittal - Minimum)	Overlay documentation, if applicable.
☐	Sec. 14.12.004 (Submittal - Minimum)	This Site Development Plan checklist completed, including all items required by the checklist.

3. Sheet and Study Content Requirements (Include When Applicable)

This section lists additional documentation that the Code requires to be shown or included within specific plan sheets or studies, or required submittal elements for certain topics (lighting, access and connectivity, landscaping, trees, floodplain, refuse service).

3A. Refuse and Recycling Facilities

Provided	Code Section	Required Submittal / Documentation
☐	Sec. 14.04.001 (Refuse and Recycling Facilities - Applicability)	If nonresidential or multifamily development uses centralized refuse service, include refuse and recycling facilities on the site plan.
☐	Sec. 14.04.001 (Refuse and Recycling Facilities - Location)	Show refuse/recycling facilities located in the side or rear yard (front yard prohibited unless Director determines no feasible alternative due to documented site constraints).
☐	Sec. 14.04.001 (Refuse and Recycling Facilities - Location)	Show that refuse/recycling facilities do not block sidewalks, accessible routes, drive aisles, fire lanes, required parking, or required pedestrian circulation.
☐	Sec. 14.04.001 (Screening and Enclosure Standards)	Provide enclosure details demonstrating full screening by a permanent enclosure; enclosure walls at least 6 ft tall and at least 1 ft above the top of the dumpster/compactor lid; durable materials compatible with the principal building; opaque operable gates; and paved pad with positive drainage.
☐	Sec. 14.04.001 (Truck Access and Maneuvering)	Demonstrate adequate access and maneuvering for collection vehicles. Provide turning templates or other documentation acceptable to the City Engineer when requested.

3B. Sidewalks and Pedestrian Connectivity

Provided	Code Section	Required Submittal / Documentation
☐	Sec. 14.04.002 (When Required)	If sidewalks are required, show sidewalks along all public and private street frontages at the time of the Site Development Plan.
☐	Sec. 14.04.002 (Design, Width, and Placement)	Show sidewalk/path widths consistent with TMP functional class and Code requirements, including ADA-compliant ramps and connections.
☐	Sec. 14.04.002 (Plan Integration)	Demonstrate consistency with the TMP functional class, Thoroughfare Plan, and any adopted Sidewalk/Trails Plans on the site plan.

3C. Outdoor Lighting Documentation

Provided	Code Section	Required Submittal / Documentation
☐	Sec. 14.04.003 (Submittals and Compliance)	Photometric plan sealed by a Texas-licensed Professional Engineer or Registered Architect showing iso-footcandle contours to property lines, point-by-point grid (max/min), fixture locations, and mounting heights.

☐	Sec. 14.04.003 (Submittals and Compliance)	Luminaire schedule with manufacturer cut sheets documenting BUG rating, CCT, lumens, optics, and shielding.
☐	Sec. 14.04.003 (Submittals and Compliance)	Total site lumens calculation against hardscape area.
☐	Sec. 14.04.003 (Submittals and Compliance)	Controls narrative describing curfew dimming and motion sensors for after-hours security (as applicable).
☐	Sec. 14.04.003 (Outdoor Sports and Recreation)	If outdoor sports/recreation lighting is proposed, submit a glare and spill-light control plan.
☐	Sec. 14.04.003 (Lighting) and Adopted Checklist Requirement	Lighting plan showing locations, types, and fixtures for freestanding and wall-mounted lighting.
☐	Sec. 14.04.003 (Lighting) and Adopted Checklist Requirement	Photometric plan extending to property lines.
☐	Sec. 14.04.003 (Lighting) and Adopted Checklist Requirement	Provide total lumens for all fixtures and correlated color temperature (CCT), and demonstrate compliance with BDC lighting standards.

3D. Access and Connectivity Documentation

Provided	Code Section	Required Submittal / Documentation
☐	Sec. 14.04.005 (Submittal Requirements)	Access and Connectivity Plan showing all proposed and future stubs, sidewalks, trails, bicycle facilities, transit elements, and cross-access connections within 200 ft of the site boundaries.
☐	Sec. 14.04.005 (Submittal Requirements)	Draft instruments for any required easements (public access, cross-access, sidewalk/trail) and shared access agreements.
☐	Sec. 14.04.005 (Triggers - TIA)	Provide a Traffic Impact Analysis (TIA) when the project is expected to generate at least 100 new peak-hour trips or at least 1,000 new average daily trips, or when required by the City Engineer or City Council due to safety or operational concerns.
☐	Sec. 14.04.005 (Submittal Requirements)	If applicable, submit the TIA with recommended mitigation, phasing, and cost participation.

3E. Landscaping and Irrigation Documentation

Provided	Code Section	Required Submittal / Documentation
☐	Sec. 14.05.001 (Landscape Plan - Submittals)	Submit a sealed landscape plan prepared by a licensed Landscape Architect with the site plan.
☐	Sec. 14.05.001 (Landscape Plan - Submittals)	Location, size, and species of all trees to be preserved.
☐	Sec. 14.06.004 (Tree Survey and Removal/Preservation Plan)	Tree protection plan.
☐	Sec. 14.05.001 (Landscaping Ordinance)	Location of all plant and landscape material including plants, paving, benches, screens, fountains, statues, berms, ponds (include water depth), and topography.
☐	Sec. 14.05.001 (Landscaping Ordinance)	Species of all plant material.
☐	Sec. 14.05.001 (Landscaping Ordinance)	Size of all plant material.
☐	Adopted Checklist Requirement	All types of surfacing not under roof (asphalt, brick, concrete, sod, crushed granite).
☐	Adopted Checklist Requirement	Spacing of plant material where appropriate.
☐	Sec. 14.05.001 (Landscaping Ordinance)	Layout and description of irrigation/sprinkler/water systems including water source locations.
☐	Sec. 14.05.001 (Landscaping Ordinance)	Description of maintenance provisions.
☐	Adopted Checklist Requirement	Vegetative screening: planted height, mature height, distance between plants.
☐	Adopted Checklist Requirement	Required Note: Irrigation plans require separate permits; approval of Site Development Plan does not constitute approval of irrigation plans/elements.
☐	Sec. 14.05.001 (Landscape Plan - Submittals)	Landscape plan shows calculations of required areas.
☐	Sec. 14.05.001 (Landscape Plan - Submittals)	Landscape plan includes a plant schedule (species, size, quantity).
☐	Sec. 14.05.001 (Landscape Plan - Submittals)	Landscape plan identifies preserved trees.
☐	Sec. 14.05.001 (Landscape Plan - Submittals)	Landscape plan includes an irrigation concept.

☐	Sec. 14.05.001 (Landscape Plan - Submittals)	Landscape plan shows preservation areas and Root Protection Zones.
☐	Sec. 14.05.001 (Landscape Plan - Submittals)	Landscape plan shows LID features and any credits elected under Sec. 14.05.002.
☐	Sec. 14.05.001 (Landscape Plan - Submittals)	Landscape plan shows visibility triangles and utilities.
☐	Sec. 14.05.001 (Landscape Plan - Submittals)	Landscape plan includes maintenance notes.
☐	Sec. 14.05.001 (Cistern Credits)	If electing cistern (rainwater harvesting) credits, delineate the Connected Roof Area with a polygon and label, and include tabulations demonstrating compliance with the cistern-credit table in Sec. 14.05.002.

3F. Tree Survey and Preservation Documentation

Provided	Code Section	Required Submittal / Documentation
☐	Sec. 14.06.004 (Tree Survey)	Submit a tree survey sealed by a Certified Arborist or Landscape Architect.
☐	Sec. 14.06.004 (Tree Survey)	Tree survey includes a vicinity map and property boundaries and acreage.
☐	Sec. 14.06.004 (Tree Survey)	Tree survey shows existing/proposed streets, drainage, and utility easements on or adjacent to the property.
☐	Sec. 14.06.004 (Tree Survey)	Tree survey identifies required preservation and buffer zones.
☐	Sec. 14.06.004 (Tree Survey)	Tree survey lists location, tag number, species, DBH, and condition of each preserved Protected Tree and identifies Heritage/Significant Trees.
☐	Sec. 14.06.004 (Tree Survey)	Tree survey identifies areas proposed for clearing.
☐	Sec. 14.06.004 (Tree Survey)	Tree survey includes recent aerial imagery depicting pre-development conditions.
☐	Sec. 14.06.004 (Tree Survey)	Tree survey includes all trees starting at 8 inches in diameter; include 6-inch trees if seeking credits for preserved trees 6 inches or larger.

☐	Sec. 14.06.004 (Tree Survey)	Tree survey information is not older than two years.
☐	Sec. 14.06.004 (Tree Removal and Preservation Plan)	Submit a Tree Removal and Preservation Plan (drawn to site plan scale) that overlays building footprints, drives, parking, detention, and utilities; delineates CRZ fencing and protection measures; identifies mitigation/replacement/payment-in-lieu; and provides irrigation plans for new plantings where required.

3G. Special Flood Hazard Area (SFHA) Overlay Documentation (If Applicable)

Provided	Code Section	Required Submittal / Documentation
☐	Sec. 14.03.004 (SFHA - Administration)	If the site is within FEMA Zone A/AE or the regulatory floodway, include SFHA documentation in the Site Development Plan submittal.
☐	Sec. 14.03.004 (SFHA - Submittals)	SFHA submittals must include: current FIRM panels; Elevation Certificates; Base Flood Elevations (BFEs); floodway extent; existing/proposed topography; grading/fill limits; drainage paths; and any required hydrologic and hydraulic analyses sealed by a Texas-licensed engineer.
☐	Sec. 14.03.004 (SFHA - Administration)	Where required, submit for a Floodplain Development Permit in addition to zoning, site, and building approvals.

3H. Building Elevations Sheet

Provided	Code Section	Required Submittal / Documentation
☐	Sec. 14.13.004 (Site Development Plans) and Adopted	Dimensioned architectural renderings or elevations of all proposed buildings and structures, including dumpster enclosure.

	Checklist Requirement	
☐	Sec. 14.03.003 (Downtown Historic District) and Adopted Checklist Requirement	If property is in a historic district or designated landmark, Certificate of Appropriateness may be required and exteriors must follow adopted historic standards or adopted design guidelines (as applicable).

Appendix D – Design Guidelines

The Design Guidelines in this Appendix are adopted by the Historic Landmark Commission and the City Council and apply to: (1) all property within the Downtown Historic District; and (2) any individually designated local, state, or nationally designated historic property located within the City of Bastrop.

The Historic Landmark Commission shall review exterior work for consistency with these Design Guidelines and the Secretary of the Interior's Standards and shall approve, approve with conditions, or deny a Certificate of Appropriateness in accordance with this Code.

These Design Guidelines also include optional guidance for properties within the Downtown Bastrop District, which is the City's official Main Street Program area, designated by the Texas Historical Commission in 2007.

City of Bastrop Design Guidelines



Adopted XXX

Article 1. Introduction and Purpose

Section 1.01 Title and Purpose

This document shall be known as the “City of Bastrop Design Guidelines for the Downtown Historic District and Downtown Bastrop District” and may be adopted by reference as part of the City’s land development regulations. These Guidelines establish objective and discretionary standards for exterior work, streetscape activity, and new construction within the Downtown districts identified herein.

Section 1.02 Purpose of the Design Guidelines

The purpose of these Guidelines is to protect and enhance the character-defining features of Bastrop’s historic Main Street commercial environment; to support economic vitality through predictable, high-quality design outcomes; to reinforce community identity and placemaking; and to ensure that reinvestment occurs in a manner compatible with the unique history and built form of Downtown.

Section 1.03 Vision for the Downtown and Main Street Districts

The City’s vision is a walkable, active downtown comprised of intact historic commercial buildings and compatible contemporary infill that together create a cohesive streetscape, support local business, encourage reinvestment, and project a distinctly Bastrop identity. The Downtown Historic District shall remain the most historically authentic and visually consistent part of downtown, while the Downtown Bastrop District shall accommodate a wider range of architectural expression, including contemporary Texas Hill Country and vernacular-influenced design, provided that the resulting streetscapes remain pedestrian-oriented, human-scale, and durable.

Figure 1-1 Historic Downtown (Main Street) Streetscape



Figure 1-2 Chestnut Street Corridor Vision



Section 1.04 Relationship to Zoning, Building Codes, and Preservation Requirements

These Guidelines are intended to be used in conjunction with adopted zoning standards, building and fire codes, sign regulations, floodplain requirements where applicable, and accessibility standards. Where conflicts occur, the most restrictive applicable standard shall govern. For any structure located within the Downtown Historic District, and for any individually designated historic structure located outside the Downtown Historic District but within the City, exterior work shall be reviewed for consistency with the Secretary of the Interior's Standards for Rehabilitation, in addition to these Guidelines.

Section 1.05 How to use this Document

Property owners and tenants should use these Guidelines to plan maintenance, improvements, signage, and outdoor activity in a manner consistent with Downtown character. Developers and design professionals should use these Guidelines to shape building form, materials, transparency, and streetscape interface early in design. City staff shall apply these Guidelines during administrative review and in preparing findings and recommendations for boards and commissions. Boards and commissions shall use these Guidelines to evaluate Certificates of Appropriateness and design-related approvals, with particular emphasis on the Secretary of the Interior's Standards for any project subject to those Standards.

Section 1.06 Graphic and Mapping Placeholders

Figures referenced in this document are intended to be inserted at adoption. Figure references may be satisfied with City-prepared maps, diagrams, and illustrative examples approved for use with these Guidelines.

Article 2. Applicability and Boundaries

Section 2.01 Districts Established and Relationship

Two Downtown districts are addressed in these Guidelines. The “Downtown Historic District” is the City’s official National Register historic district on historic Main Street in downtown Bastrop and is a smaller district located within the broader Downtown Bastrop District. The Downtown Historic District is comprised of historic (contributing and noncontributing) commercial buildings and is subject to the highest level of preservation and compatibility expectations. The “Downtown Bastrop District” is the City’s official Texas Main Street Program area certified by the Texas Historical Commission and functions as a larger downtown area that includes both historic and non-historic properties. The Downtown Historic District is a subset of the Downtown Bastrop District. Where a property is within both boundaries, the Downtown Historic District standards and review lens shall control.

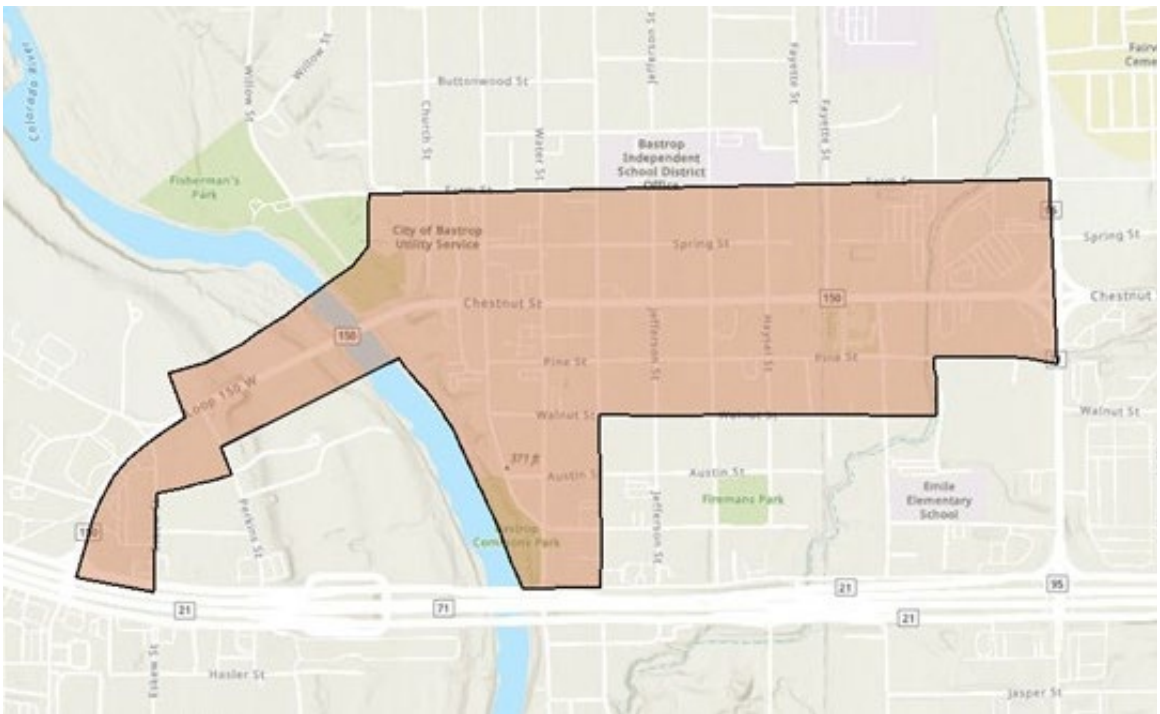
Section 2.02 Official Maps and Boundaries

The boundaries of the Downtown Historic District and the Downtown Bastrop District shall be as shown on the official map adopted by the City and maintained by the Development Services Department. Where a question arises regarding boundary interpretation, the City shall rely on the adopted map and supporting records, including plats, surveys, and GIS layers maintained by the City.

Figure 2-1 Downtown Historic District



Figure 2-2 Downtown Bastrop District



Section 2.03 Covered Properties and Projects

These Guidelines apply to exterior work visible from the public right-of-way and to site features and streetscape activity that affect pedestrian experience within the Downtown Historic District and Downtown Bastrop District. Covered work includes, but is not limited to, façade alterations; storefront modifications; window and door replacement; exterior material changes; roof and parapet work visible from the street; new signage; awnings and canopies; exterior lighting; outdoor dining and sidewalk encroachments; screening of service functions; and new construction, additions, and demolition.

In addition to the geographic districts described in this document, these Guidelines also apply to any property or structure within the corporate limits of the City of Bastrop that is designated as a historic resource at the local, state, or national level, regardless of whether the property is located within the Downtown Historic District or the Downtown Bastrop District. Such designated properties and structures are subject to design review consistent with the Secretary of the Interior's Standards for Rehabilitation and any applicable provisions of the Downtown Historic District guidelines as determined by the Historic Landmark Commission.

Section 2.04 Secretary of the Interior Standards and Applicability of Downtown Historic District Provisions

For any structure located within the Downtown Historic District, and for any locally, state, or nationally designated property or structure within the City of Bastrop, exterior work shall be reviewed for consistency with the Secretary of the Interior's Standards for Rehabilitation. In conducting such review, the Historic Landmark Commission may apply relevant standards from the Downtown Historic District sections of these Guidelines where those standards are determined to be applicable to the designated resource, even when the resource is located outside the Downtown Historic District boundaries. The Historic Landmark Commission's determination regarding applicability of Downtown Historic District provisions to a designated resource shall control, subject to any appeal rights established by ordinance.

Where these Guidelines address the same subject matter as other adopted City requirements, the most restrictive applicable requirement shall govern.

Section 2.05 Review Authority and Required Design Approvals

Within the Downtown Historic District, and for any locally, state, or nationally designated historic property or structure within the City of Bastrop, the Historic Landmark Commission shall be the

design review authority. Such properties and projects shall require review using the Secretary of the Interior's Standards for Rehabilitation and these Guidelines, and shall require a Certificate of Appropriateness in accordance with the City's Historic Preservation Ordinance and adopted procedures.

For properties located within the Downtown Bastrop District that are not otherwise designated as historic resources and are not located within the Downtown Historic District, design review is recommended by the Main Street Advisory Board. Such projects are recommended to comply with the guidelines of the Downtown Bastrop District standards. The Main Street Advisory Board and Main Street staff may provide additional nonbinding façade and design guidance upon request.

Section 2.06 Administrative Approvals and Minor Work

Routine maintenance (as defined in the Historic Preservation Ordinance) and minor work may be handled administratively when the work does not alter historic character and is consistent with these Guidelines, in accordance with the City's adopted procedures within the Historic Preservation Ordinance. Emergency repairs necessary to address an immediate safety hazard may be authorized administratively, provided that permanent repairs and any resulting exterior changes remain consistent with these Guidelines and, where applicable, the Secretary of the Interior's Standards and Certificate of Appropriateness requirements.

Section 2.07 Relationship to Permits and Other City Requirements

Nothing in these Guidelines eliminates the requirement to obtain all other permits and approvals required by the City, including building permits, sign permits, and any approvals required under the City's Historic Preservation Ordinance. The Certificate of Appropriateness described herein are design determinations and shall be obtained as required prior to issuance of permits where applicable under City ordinance and procedure.

Article 3 Guiding Principles

Section 3.01 Preservation of Authentic Historic Character

The City shall prioritize preservation of authentic historic character in the Downtown Historic District by retaining historic form, materials, workmanship, and character-defining features. Rehabilitation shall favor repair over replacement and shall avoid treatments that remove historic fabric or create a false historical appearance.

Section 3.02 Compatible, Human Scale Development

New development and alterations should reinforce the human-scale character of downtown by maintaining active ground floors, appropriate transparency, façade rhythm consistent with historic parcel patterns, and a strong pedestrian orientation.

Section 3.03 Reinvestment and Place Identity

The City encourages reinvestment in downtown buildings and sites when it strengthens place identity, supports local business, and improves long-term building performance without eroding character and authenticity.

Section 3.04 Discouragement of Demolition of Contributing Structures

Demolition of contributing historic structures in the Downtown Historic District is strongly discouraged. When demolition is proposed, the applicant bears the burden of demonstrating compliance with applicable preservation ordinances and demonstrating that alternatives have been reasonably evaluated.

Section 3.05 Pedestrian Oriented Streetscapes

Downtown streetscapes shall maintain continuous walkability, legibility, and comfort. Building entries, storefront visibility, shade, lighting, and sidewalk management shall support a safe and accessible pedestrian environment.

Figure 3-1 Downtown Historic District Streetscape



Section 3.06 Craftsmanship, Quality Materials, and Durability

The City favors authentic, durable materials and details. Brick, limestone, wood, metal, and high-quality fiber cement are generally appropriate when properly detailed. Thin veneers, low-durability synthetic systems, and prototype suburban façade treatments are discouraged in both districts, and particularly discouraged at the ground floor. Material authenticity includes avoiding “fake” masonry appearances and ensuring required masonry percentages are met with true brick and limestone, not substitute or simulated systems.

Article 4 Historic Building Context

Section 4.01 Overview of Historic Building Types

The Downtown Historic District is characterized by traditional commercial buildings, typically one to two stories, aligned at or near the sidewalk, with flat or concealed roofs behind parapets, repetitive storefront bays, large ground-floor display windows, transoms, recessed entries where historically present, and upper-story windows organized in a regular rhythm.

Section 4.02 Character-Defining Features

Character-defining features include storefront systems, transom windows, bulkheads, cornices, parapets and coping, masonry patterns and details, historic window openings and proportions, original door locations, and historic sign bands. Preservation of these features is fundamental to maintaining historic character.

Figure 4-1 Original Cornice on Historic Masonry Building



Section 4.03 Typical Facade Elements and Materials

Common façade elements include masonry walls with brick and stone detailing, wood or metal storefront framing, traditional awnings, and historically scaled signage. Materials commonly found in the district include brick, limestone and other stone, wood, and metal. The historic streetscape depends on the visual continuity of these materials and the proportional relationships among openings, piers, and parapet lines.

Section 4.04 What Preservation Means in Practice

Preservation, as applied by these Guidelines, means retaining historic materials where feasible; repairing rather than replacing; replacing in kind when required; ensuring new work does not damage or obscure historic features; and designing any addition or new construction to be clearly of its time while compatible with the established historic context.

Article 5 Treatment of Existing Buildings

Section 5.01 Applicability of this Article

This Article applies to existing buildings in both districts. Within the Downtown Historic District, this Article shall be applied in a manner consistent with the Secretary of the Interior's Standards for Rehabilitation, with priority placed on retention of historic fabric and character-defining features. Existing buildings that are not within the Bastrop Historic District and not otherwise historically designated may not be required to retain all original features if the building is less than 50 years or as determined by the Main Street Advisory Board.

Section 5.02 Storefronts

Original storefront features shall be retained and repaired when feasible. Historic storefront configurations should be restored when evidence supports restoration, including reopening of historically transparent display areas, restoration of transoms, and reinstatement of recessed entries where historically present. Modern alterations that conceal or flatten storefront depth, cover historic details, or materially reduce transparency are discouraged. In the Downtown Historic District, bricking in or otherwise infilling display windows, substantially reducing storefront openings, or replacing commercial storefront proportions with residential-style punched openings is inconsistent with the intended historic commercial character.

Ground-floor transparency shall be maintained as a defining storefront characteristic. In the Downtown Historic District, the primary street-facing façade shall provide a minimum of seventy percent (70%) ground-floor transparency. In the Downtown Bastrop District, the primary street-facing façade shall provide a minimum of fifty percent (50%) ground-floor transparency. Transparency shall be calculated on the ground-floor plane between two feet and ten feet above the finished sidewalk grade. Clear glazing in doors and display windows may be counted. Opaque, mirrored, or highly reflective glazing shall not be used to satisfy the transparency requirement.

For corner buildings and any building with more than one street-facing façade, these ground-floor transparency requirements apply to each street-facing façade, including the secondary frontage.

Figure 5-1 Ground Floor Transparency



Section 5.03 Windows and Doors

Original window and door openings shall be maintained. Repair is preferred over replacement. Where replacement is necessary, replacements shall match the original opening size, proportions, and visual depth to the greatest extent feasible. In the Downtown Historic District, replacement windows and doors shall be selected and detailed to maintain historic character, including appropriate frame profiles, muntin patterns where applicable, and recess depth. New openings on primary façades in the Downtown Historic District are generally inappropriate unless supported by historic documentation and demonstrated to be consistent with the Secretary of the Interior's Standards.

Section 5.04 Masonry and Exterior Materials

Historic masonry shall be preserved and maintained using methods that avoid damage. Cleaning shall use the gentlest means possible. Abrasive cleaning methods that damage masonry surfaces are not appropriate. Repointing shall use mortar compatible in hardness, composition, color, and tooling with historic masonry to avoid long-term damage.

Street-facing façades within both districts should maintain a durable material presence consistent with downtown character. At least twenty-five percent of each street-facing façade shall be comprised of brick or limestone, with locally sourced materials preferred where feasible.

For purposes of meeting this masonry minimum, fake or synthetic stucco systems (including EIFS and similar systems), split-face block, concrete block, cinder block, and other concrete masonry unit products shall not be counted toward the required brick or limestone percentage. For corner buildings and any building with more than one street-facing façade, the masonry requirement applies to each street-facing façade, including the secondary frontage.

Painting previously unpainted historic brick or stone is strongly discouraged and, within the Downtown Historic District, shall require a Certificate of Appropriateness when proposed. Where masonry has historically been painted or where prior coatings have already altered the surface, color changes shall be reviewed for compatibility and for long-term maintenance implications, and must obtain a Certificate of Occupancy. Coatings that trap moisture or accelerate masonry deterioration are not appropriate.

Color and exterior material selections for historic resources shall be guided by the building's documented period of significance (including historically appropriate palettes, materials, and finishes for that period). Where multiple stories are present, exterior cladding changes on street-facing façades should be applied in a consistent manner across all levels to avoid "material downgrades" on upper stories and to maintain a cohesive façade composition.

Section 5.05 Roofs, Parapets, and Mechanical Equipment

Original rooflines and parapets shall be maintained. Historic parapet shapes, cornices, coping, and related details shall be preserved and repaired when feasible. New rooftop elements visible from the public right-of-way, including mechanical equipment, shall be screened in a manner compatible with the building and streetscape. Screening shall be integrated into the building design and shall not introduce visually dominant massing that competes with historic parapet lines.

Section 5.06 Additions and Rear and Side Expansions

Additions should follow a placement hierarchy that prioritizes rear additions first, side additions second, and avoids front additions that alter the primary façade or street wall. Additions shall be subordinate to the original building in massing and shall be designed so that the historic building remains legible. In the Downtown Historic District, additions shall be differentiated from the historic

building while remaining compatible in overall scale, materials, and proportions, consistent with the Secretary of the Interior's Standards.

Article 6 Design Guidelines for New Construction

Section 6.01 Intent and District Application

New construction shall reinforce downtown form, support pedestrian activity, and respect established patterns of massing and façade rhythm. In the Downtown Historic District, new construction shall be compatible with the historic commercial context without creating false historicism. In the Downtown Bastrop District, new construction may express a contemporary Texas Hill Country or vernacular influence, provided it maintains downtown urban form and meets the transparency and materials requirements herein.

Section 6.02 Site Orientation and Setbacks

New buildings shall orient primary entrances to the street and shall maintain a street-facing frontage consistent with downtown patterns. Setbacks should align with established block conditions, with building faces located at or near the sidewalk where historic storefront patterns exist and along commercial corridors. Corner sites shall address both street frontages with active design elements, and primary entrances should reinforce corner prominence where feasible. For corner buildings and any building with more than one street-facing façade, the secondary frontage shall be designed to meet the same façade requirements as the primary frontage, including transparency, material standards, and façade articulation.

Section 6.03 Height, Scale, and Massing

New buildings shall be compatible with adjacent contributing historic buildings and shall not overwhelm historic structures through excessive height at the street wall, unbroken massing, or disproportionate façade scale. Where additional height is proposed adjacent to smaller-scale buildings, upper stories should be set back and massing should be articulated to preserve a comfortable street-level scale.

Within the Downtown Historic District, the prevailing historic scale should remain the dominant reading from the sidewalk. In the Downtown Bastrop District, additional flexibility may be accommodated when transitions are carefully managed through step-backs, façade articulation, and material hierarchy.

Along a single block face, rooftops, parapet heights, and roofline expressions should vary from building to building to reflect traditional incremental development patterns; long, uninterrupted rooflines or identical repeated roof forms across multiple façades on the same block are discouraged.

Section 6.04 Materials and Architectural Character

Within the Downtown Bastrop District, the street-facing façades should include a minimum of twenty-five percent brick or limestone, with locally sourced materials preferred where feasible. Materials shall be durable and appropriately detailed for a prominent downtown context. Architectural metal panels and similar contemporary cladding systems may be permitted, particularly in the Downtown Bastrop District, but metal siding or metal panel cladding should not exceed fifty percent of any street-facing façade. Within the Downtown Historic District, contemporary materials may be used when clearly subordinate to the primary masonry and storefront character and when detailed to avoid a suburban or temporary appearance.

For purposes of meeting the required brick or limestone minimum, fake or synthetic stucco systems (including EIFS and similar systems), split-face block, concrete block, cinder block, and other concrete masonry unit products shall not be counted toward the required brick or limestone percentage. Street-facing façades should use consistent and uniform primary exterior materials across all stories and levels of the façade, with material changes limited to appropriate trim, storefront framing, sign bands, cornices, and similar architectural elements rather than a shift to lower-quality materials on upper levels.

Interpretation of historic character is encouraged; mimicry that results in false historicism is discouraged. Compatibility should be achieved through massing, rhythm, proportions, storefront organization, and material authenticity, rather than through applied imitation ornament.

Section 6.05 Facade Rhythm, Proportions, and Transparency

Façade rhythm should respect established downtown patterns, including vertical bay spacing, consistent window alignment, and a clear storefront base that supports pedestrian activity. Long façades shall be broken into bays that reflect historic parcel rhythm through pilasters, piers, changes in plane, or material transitions that read as structural.

Ground-floor transparency is mandatory to ensure an active streetscape. In the Downtown Historic District, a minimum of seventy percent ground-floor transparency is required on the primary street-

facing façade. In the Downtown Bastrop District, a minimum of fifty percent ground-floor transparency is recommended on the primary street-facing façade. Transparency shall be measured between two feet and ten feet above finished sidewalk grade and shall be comprised primarily of clear glazing intended for display and visibility. For corner buildings and any building with more than one street-facing façade, the transparency requirements apply to each street-facing façade, including the secondary frontage.

Figure 5-1 Ground Floor Transparency



Article 7 Signs, Awnings, and Lighting

Section 7.01 Sign Types and General Intent

Signs shall be pedestrian-scaled, compatible with downtown architecture, and designed to reinforce storefront visibility without overwhelming façades. Historic sign restoration is encouraged when supported by documentation and executed with appropriate materials and workmanship.

Section 7.02 General Sign Standards

Signs should be located in traditional sign areas, including sign bands, storefront glazing, and modest projecting signs (blade signs). Materials should be durable and appropriate to downtown character. Illumination should favor external downlighting or halo lighting. Internally illuminated box signs are discouraged and may be prohibited on primary pedestrian streets when inconsistent with downtown character.

Section 7.03 Awnings and Canopies

Awnings and canopies should provide shade, enhance pedestrian comfort, and reinforce storefront rhythm. Fabric awnings and appropriately detailed metal canopies are generally appropriate. Awnings should be located and sized to avoid obscuring character-defining features. Backlit plastic awnings are discouraged.

Figure 7-1 Awnings and Canopies



Section 7.04 Lighting

Exterior lighting shall be warm, pedestrian-friendly, and designed to limit glare and spillover. Fixtures should be shielded where appropriate and scaled for downtown use. Building-mounted lighting should complement architectural features without creating harsh illumination or visual clutter. All exterior lighting, including building-mounted fixtures, site lighting, and sign illumination, shall comply with the City's Dark Sky Ordinance, including applicable requirements for shielding, light trespass, and permitted light levels.

Article 8 Site and Streetscape Elements

Section 8.01 Sidewalks, Paving, and Pedestrian Clear Path

Sidewalks are a defining downtown asset and shall remain safe, accessible, and unobstructed. Streetscape design and sidewalk use shall maintain a continuous accessible route consistent with applicable accessibility requirements. The City's operational standard for downtown sidewalk management should maintain a clear pedestrian through-zone that is preferably six feet wide and, where constrained conditions exist, not less than four feet wide, with passing opportunities and transitions managed to preserve accessibility and comfort.

Section 8.02 Outdoor Dining and Sidewalk Activation

Outdoor dining and sidewalk activity may be permitted when it supports downtown vitality while protecting accessibility and pedestrian flow. Furniture, menu boards, planters, and similar items shall be organized within a designated activation zone so the pedestrian through-zone remains clear and continuous. Encroachments shall not obstruct entrances, curb ramps, crosswalk approaches, or required clearances. The City may require a sidewalk café or encroachment permit that documents the layout, clear path dimensions, hours of operation, and removable nature of furnishings.

Section 8.03 Street Trees, Planters, and Landscaping

Street trees and landscaping should enhance shade and comfort while preserving visibility into storefronts and maintaining clear pedestrian routes. Plant materials and planters should be durable and should not create pinch points within the pedestrian through-zone. Landscape elements should be coordinated with utilities, drainage, and sight distance requirements.

Section 8.04 Fences, Screening, and Service Areas

Service areas, dumpsters, loading zones, and outdoor storage shall be screened from primary pedestrian streets. Screening shall be durable, appropriately scaled, and compatible with building materials. Blank screening walls without articulation are discouraged where visible from public areas.

Chain-link fencing is prohibited within any front yard and along street-facing frontages. Front-yard fences may be permitted up to a maximum height of fifty-four inches (54 in.), provided the fence

maintains at least fifty percent (50%) transparency (open area), and is constructed of durable, visually compatible materials (for example, metal picket or similar open-style fencing).

Section 8.05 Mechanical Equipment and Utilities at Grade

Ground-mounted mechanical equipment and utilities visible from the public right-of-way shall be screened or integrated into building and site design. Screening shall avoid creating visual clutter and shall not impair pedestrian circulation.

Article 9 Parking and Access

Section 9.01 Parking Location and Hierarchy

Parking should be located to the rear of buildings whenever feasible to preserve downtown street walls and storefront continuity. Front-lot parking along primary downtown streets is discouraged where it interrupts the pedestrian environment and historic development pattern.

Section 9.02 Shared Parking and District Solutions

Shared parking arrangements are encouraged to reduce redundant paved areas and support efficient downtown land use. Applicants should demonstrate how parking demand will be met through shared lots, on-street parking, structured parking where available, and operational strategies that support downtown walkability.

Section 9.03 Driveways, Curb Cuts, and Alley Access

New curb cuts on primary downtown streets are discouraged. Access should prioritize alleys and shared driveways where feasible. Where new access is unavoidable, it shall be designed to minimize conflicts with pedestrians, preserve street trees where feasible, and reduce the visual disruption of the street wall.

Article 10 Sustainability and Resiliency

Section 10.01 Adaptive Reuse

Adaptive reuse is encouraged as a primary downtown sustainability strategy. Reuse extends building life, reduces demolition waste, and supports economic reinvestment while preserving community identity.

Section 10.02 Energy Efficiency Improvements Compatibility with Historic Character

Energy upgrades are encouraged when they do not materially alter historic character. Improvements should prioritize measures that preserve façade integrity, maintain historic window openings, and avoid inappropriate exterior alterations. Rooftop equipment and solar installations should be located and screened to reduce visibility from the public right-of-way, particularly in the Downtown Historic District.

Section 10.03 Stormwater and Durable Materials

Projects should incorporate durable materials and stormwater strategies appropriate to downtown conditions. Where stormwater features are visible, they should be integrated into streetscape design in a manner consistent with pedestrian circulation and downtown aesthetics.

Section 10.04 Dark-Sky-Friendly Lighting

Lighting should minimize glare, uplight, and spillover. Warm color temperatures and shielded fixtures are encouraged to support a comfortable downtown night environment. All exterior lighting shall comply with the City's Dark Sky Ordinance, including applicable limits on light levels and light trespass.

Article 11 Administrative Process

Section 11.01 Purpose and Scope of Administrative Process

This Article establishes the review authorities, approval types, submittal requirements, and enforcement framework for projects subject to these Guidelines. The process is intended to provide predictable pathways for routine work, ensure appropriate public review for work affecting historic resources, and implement the distinct review roles of the Historic Landmark Commission and the Main Street Advisory Board.

Section 11.02 Review Authority and Jurisdiction

The Historic Landmark Commission shall be the design review authority for all exterior work subject to the City's Historic Preservation Ordinance within the Downtown Historic District. The Historic Landmark Commission shall also be the design review authority for any locally, state, or nationally designated property or structure located anywhere within the corporate limits of the City of Bastrop, even when such designated property or structure is located outside the Downtown Historic District and outside the Downtown Bastrop District.

In conducting review of designated historic resources, the Historic Landmark Commission shall apply the Secretary of the Interior's Standards for Rehabilitation and may apply any applicable provisions of the Downtown Historic District sections of these Guidelines, as determined appropriate by the Historic Landmark Commission based on the resource type, historic character, and proposed scope of work.

The Main Street Advisory Board shall be the design review recommending body for properties located within the Downtown Bastrop District that are not otherwise locally, state, or nationally designated and are not located within the Downtown Historic District. For such properties, the Main Street Advisory Board is available upon request for additional facade and design guidance, and may provide recommendations based on these guidelines.

Section 11.03 Required Approvals and Certificates

Projects located within the Downtown Historic District, and projects affecting any locally, state, or nationally designated property or structure within the City of Bastrop, shall require a Certificate of Appropriateness when required by, and in the manner outlined in, the City's Historic Preservation Ordinance and adopted procedures. Such projects shall be reviewed by the Historic Landmark Commission.

No additional permits or Certificates are required for properties located within the Downtown Bastrop District, but may seek design advice from the Main Street Advisory Board or Main Street staff upon request.

Nothing in these Guidelines alters the requirement to obtain all other permits and approvals required by the City. Certificates issued under this Article are design determinations and shall be obtained prior to issuance of permits where required by City ordinance and procedure.

Section 11.04 Administrative Approvals versus Commission or Board Approvals

Routine maintenance and minor work that does not alter character-defining features, does not reduce required transparency, and does not change exterior materials or openings may be approved administratively when authorized by the City's adopted procedures. Administrative approvals are intended to streamline predictable, low-impact work while maintaining consistency with these Guidelines.

Work that materially affects a building's exterior appearance, historic character, storefront configuration, fenestration, exterior materials, rooflines visible from the public right-of-way, signage type or illumination, or sidewalk encroachments beyond routine removable furnishings shall be referred to the appropriate review body based on jurisdiction under Sec. 11.02.

Emergency repairs necessary to address an immediate safety hazard may be authorized administratively. Where emergency work affects a designated historic resource or a property within the Downtown Historic District, the applicant shall return for Historic Landmark Commission review and obtain a Certificate of Appropriateness for permanent repairs when required by the Historic Preservation Ordinance.

Section 11.05 When a Certificate of Appropriateness is Required

A Certificate of Appropriateness shall be required for exterior work within the Downtown Historic District and for exterior work on any locally, state, or nationally designated property or structure within the City of Bastrop when such work is regulated by the City's Historic Preservation Ordinance. Determinations regarding whether a proposed action requires a Certificate of Appropriateness shall be made in accordance with the Historic Preservation Ordinance and adopted procedures. The Historic Landmark Commission's review shall include findings addressing consistency with the Secretary of the Interior's Standards for Rehabilitation and applicable provisions of these Guidelines.

Section 11.07 Submittal Requirements

Applicants shall submit sufficient information to allow an objective evaluation of compliance with these Guidelines and, where applicable, the Secretary of the Interior's Standards. Submittals shall generally include current photographs of all affected elevations and the broader streetscape context; dimensioned elevations when altering openings, materials, or storefront configuration; a materials and finish schedule; a color schedule; product cut sheets for windows, doors, lighting, awnings, and signs as applicable; site plans for any outdoor dining or encroachments; and a ground-floor transparency calculation for affected street-facing façades.

For projects within the Downtown Historic District and for any locally, state, or nationally designated property or structure, submittals shall also include a brief narrative describing how the proposed work meets the Secretary of the Interior's Standards for Rehabilitation and how the project retains and protects character-defining features.

Section 11.08 Appeals

Appeals of administrative determinations, decisions of the Historic Landmark Commission shall be processed in accordance with the City's adopted appeal procedures and the City's Historic Preservation Ordinance, as applicable.

Section 11.09 Enforcement

Violations of these Guidelines, including work performed without the required Certificate of Appropriateness, and unauthorized sidewalk encroachments or exterior alterations, shall be subject to enforcement pursuant to City ordinance. The City may require corrective action, restoration, removal of noncompliant work, or other remedies as authorized by ordinance.

Section 11.10 Relationship to Permits and Occupancy

Approval under this Article does not constitute a building permit, sign permit, or authorization to commence work. Where required by ordinance or procedure, applicants shall obtain the applicable Certificate of Appropriateness prior to permit issuance. Issuance of permits and authorization for occupancy remain subject to compliance with all applicable City codes and standards.

Article 12 Appendices

Section 12.01 Appendix A: Glossary of Terms

The following terms are provided to support consistent application of these Guidelines. Where a term is defined in the City's Development Code or Historic Preservation Ordinance, the City definition shall control.

Addition. New construction that increases the exterior envelope of an existing building, including rear, side, or vertical expansions.

Arcade. A covered pedestrian passage at the building frontage supported by columns or piers.

Awning. A roof-like cover, typically fabric or metal, projecting from a building and designed to provide shade or weather protection.

Bay. A vertical division of a façade, typically defined by structural piers or columns and the spacing of openings, creating a repeating rhythm.

Bulkhead. The solid panel area at the base of a storefront display window, typically below the glazing and above the sidewalk or finished floor.

Canopy. A rigid, permanent roof-like projection over an entry or sidewalk area, usually metal or other durable material.

Character-defining feature. An architectural element or material that contributes to a building's historic identity, such as a storefront system, parapet, cornice, original masonry detailing, or original fenestration pattern.

Cladding. An exterior finish material applied to a building envelope, including masonry, wood, metal panels, fiber cement, and other siding systems.

Cornice. The projecting horizontal element at the top of a wall or parapet, often decorative, that caps the façade.

Coping. The protective cap on top of a parapet wall, often stone, metal, or masonry, designed to shed water.

Display window. A large ground-floor window designed for visibility into retail space and merchandise display.

Façade. The exterior face of a building, typically the principal street-facing elevation.

Fenestration. The arrangement, size, proportion, and pattern of windows and doors on a façade.

Frieze/Sign band. The horizontal area above a storefront, traditionally used for signage and typically aligned with the storefront system.

Glazing. The glass component of windows and doors.

Head. The top horizontal element of a window or door opening.

Historic fabric. Original or historic-era materials and construction components of a building, including masonry, windows, doors, trim, and structural elements.

In-kind repair. Repair or replacement using the same or substantially similar materials, design, and appearance as the original.

Lintel. A horizontal structural element spanning the top of a window or door opening, often brick, stone, steel, or wood.

Masonry. Construction using brick, stone, concrete masonry units, or similar units laid in mortar.

Mullion. A vertical structural or dividing element between adjacent window units or panes.

Mortar joint. The visible mortar line between masonry units.

Parapet. The portion of a wall that extends above the roofline, commonly used to conceal flat roofs on commercial buildings.

Period of significance. The span of time during which a historic property or district achieved the characteristics and associations that qualify it as historically significant. For locally, state, or nationally designated resources, the period of significance shall be based on the adopted designation documentation (for example, a National Register nomination, local landmark designation record, or other adopted historic resource record). Where documentation is unclear, the Historic Landmark Commission may determine an appropriate period of significance based on available evidence.

Pier. A vertical structural element of masonry or other material that supports loads and divides bays, often prominent on historic commercial façades.

Punched opening. A window or door opening that appears as a discrete “hole” within a wall plane, as opposed to a storefront system with large display glazing.

Recessed entry. A storefront entry set back from the primary façade plane, typically providing weather protection and transition space.

Repointing. The selective removal and replacement of deteriorated mortar in masonry joints, using compatible mortar and tooling.

Rhythm. The repeating pattern of bays, openings, and vertical elements that creates façade organization and a consistent streetscape cadence.

Sash. The operable part of a window that holds the glass, such as a double-hung upper or lower sash.

Secondary frontage. A street-facing building façade that is visible from the public right-of-way but is not the primary street-facing façade. Secondary frontage commonly occurs on corner lots and on lots with frontage on more than one public street. For purposes of these Guidelines, secondary frontage is treated as a street-facing façade and is subject to the applicable street-facing façade requirements, unless a specific guideline states otherwise.

Sill. The bottom horizontal element of a window opening that sheds water outward.

Storefront. The ground-floor commercial façade assembly, typically including display windows, bulkheads, transoms, entry doors, and a sign band.

Transom. A window or glazed panel above a door or display window, often operable historically for ventilation and contributing to storefront transparency.

Through-zone. The portion of sidewalk reserved for continuous, accessible pedestrian travel, kept clear of obstructions.

Tooling. The finished shape and texture applied to mortar joints during installation or repointing.

Transparency. The percentage of a façade area comprised of clear glazing within the defined measurement zone, intended to provide visibility between interior and exterior.

Weathering profile. The shape and detailing of exterior elements designed to shed water, including sills, coping, and cornices.

Wythe. A single vertical layer of masonry units, such as the outer layer of a brick wall.

Section 12.02 Appendix B: Material Palette and Compatibility Guidance

This Appendix establishes preferred material characteristics and provides compatibility guidance for use in both districts, with stricter expectations in the Downtown Historic District. Where this Appendix addresses historic resources, it shall be applied consistent with the Secretary of the Interior's Standards for Rehabilitation.

B.1 Preferred masonry materials.

Brick should be genuine clay brick with natural coloration compatible with Bastrop's historic palette. Highly uniform, glossy, or strongly saturated brick colors are discouraged when they conflict with the established downtown context. Limestone is strongly encouraged and should reflect regional characteristics in color and texture, including natural variation. Locally sourced or regionally compatible masonry materials are preferred where feasible and reasonably available.

B.2 Mortar and repointing compatibility.

Repointing shall use mortar compatible with historic masonry in hardness, permeability, composition, color, and tooling. Mortar that is harder than the historic masonry units is discouraged because it can cause spalling and long-term damage. Joint profiles should match historic conditions where feasible. Repointing should be limited to areas of deterioration and should avoid unnecessarily removing sound mortar.

B.3 Cleaning guidance.

Masonry cleaning should use the gentlest means possible. Abrasive methods that remove the fired surface of brick or damage stone are not appropriate. Chemical cleaners, if used, must be appropriate to the masonry type and fully rinsed to avoid residue.

B.4 Wood and fiber cement.

Wood is appropriate for trim, doors, storefront components, and traditional detailing when properly protected. High-quality fiber cement may be appropriate on secondary façades and in contemporary infill when properly detailed with appropriate reveals, trim thickness, and corner conditions. Thin lap applications that lack shadow lines and durability are discouraged on primary downtown frontages.

B.5 Metal materials and panel systems.

Metal may be appropriate for roofs, canopies, awnings, and architectural panel systems,

especially within the Downtown Bastrop District. Preferred metal applications include standing seam roofing and architectural panels with concealed fasteners, substantial gauge, durable factory finishes, and well-resolved corners and transitions. Corrugated or exposed-fastener "pole barn" style metal siding is discouraged on primary street-facing façades. Metal panel cladding on street-facing façades shall comply with any district caps established in the main Guidelines.

B.6 Glass and storefront framing.

Storefront glazing should be clear and intended to provide visibility. Mirrored, opaque, or heavily reflective glazing is discouraged on primary façades and shall not be used to satisfy transparency requirements. Storefront framing should be robust and appropriately scaled, with visual depth that reads as a storefront system rather than a flush curtain wall unless the building is specifically designed as a contemporary storefront that remains compatible in proportion and rhythm.

B.7 Discouraged façade systems and treatments.

EIFS on ground floors is discouraged. Thin faux-stone veneers and highly synthetic "applied historic ornament" are discouraged, particularly where they create a false historic appearance. Painting of previously unpainted historic masonry is strongly discouraged in the Downtown Historic District and requires a Certificate of Appropriateness when proposed. Abrasive cleaning and coatings that trap moisture in historic masonry are discouraged. For purposes of any required masonry percentage in these Guidelines, fake or synthetic stucco systems (including EIFS and similar systems), split-face block, concrete block, cinder block, and other concrete masonry unit products shall not be counted toward required brick or limestone.

Section 12.03 Appendix C: Historic Color Palette for the Downtown Historic District

This Appendix provides a structured historic color guidance framework for the Downtown Historic District. The intent is to reinforce the historically appropriate character of late nineteenth and early twentieth century commercial downtown buildings while allowing coordinated variation from building to building.

C.1 General palette approach.

Exterior color schemes should be cohesive and restrained and should reflect historic commercial precedents. The preferred approach is a coordinated palette of two to four colors applied in a hierarchy: body, trim/cornice, storefront framing and bulkhead, and door accent. Masonry should remain unpainted where historically unpainted and should function as the dominant “body color” when present. Color and finish selections should be evaluated in relation to the building’s documented period of significance, using materials and colors that are consistent with that period and the established downtown context.

C.2 Preferred body colors for painted surfaces.

Preferred body colors include warm creams, buffs, beiges, taupes, warm grays, soft browns, and similarly muted earth tones. Muted greens and subdued historic blues may be appropriate when used in a restrained manner and coordinated with masonry and trim.

C.3 Preferred trim and storefront framing colors.

Trim and storefront framing may use deeper historic tones, including dark green, charcoal, deep brown, muted navy, and burgundy or oxblood tones. These colors should support architectural articulation and storefront legibility without overwhelming the façade.

C.4 Accent colors.

Accent colors may be used sparingly on doors and minor trim elements. Accent use should be limited to small areas and should not be used as the primary wall color. Highly saturated, fluorescent, or neon colors are not appropriate as dominant wall colors in the Downtown Historic District.

C.5 Prohibited or strongly discouraged applications.

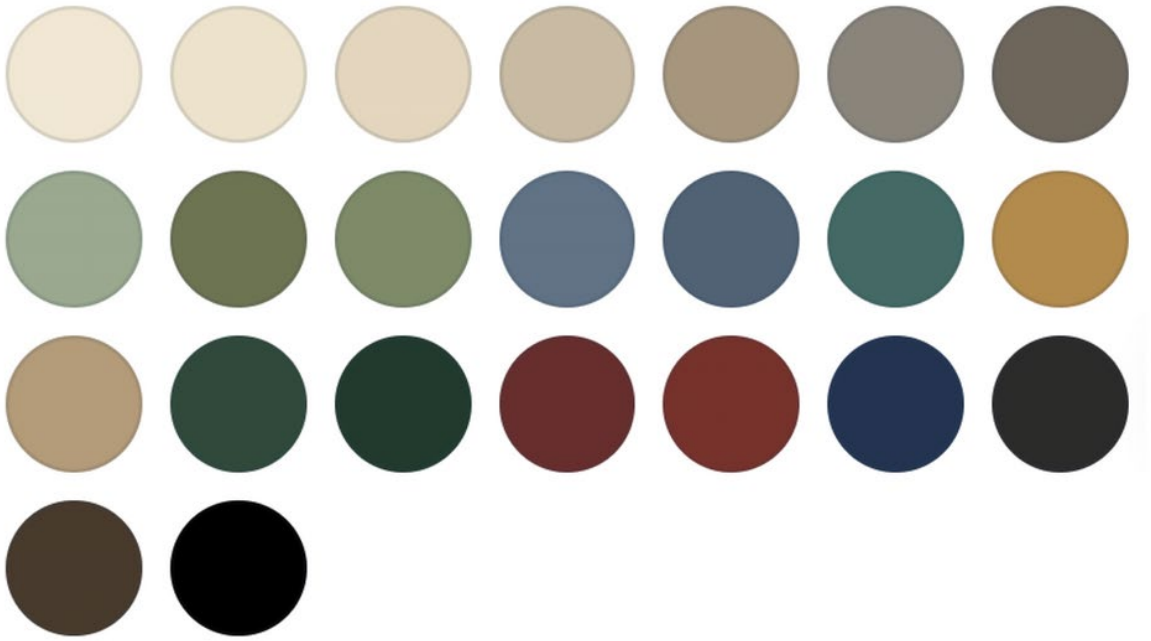
Painting of previously unpainted historic brick or stone is strongly discouraged and requires a Certificate of Appropriateness when proposed. Color schemes that introduce excessively

bright, intensely saturated, or visually disruptive dominant wall colors are not compatible with the Downtown Historic District character.

C.6 Documentation option.

Where feasible, applicants are encouraged to provide paint analysis, scrape sampling, or other documentation that informs historically appropriate selections. Where documentation is not feasible, applicants should provide precedent-based justification aligned with the building's era and downtown context.

Figure 12-1 Example Color Palette



Section 12.04 Appendix D: Example Diagrams and Illustrations

This Appendix may include the figures referenced throughout these Guidelines to support consistent interpretation and enforcement. At a minimum, the City should include the following exhibits as final graphics for adoption: the Downtown Historic District and Downtown Bastrop District map; a transparency measurement diagram showing the two-foot to ten-foot measurement zone and calculation method; an addition placement diagram illustrating the rear-first hierarchy and recommended step-back strategies; a sidewalk zoning diagram illustrating an activation zone and pedestrian through-zone; and sign placement examples illustrating preferred sign types, locations, and illumination approaches. The City may supplement these exhibits with local photographic examples of compliant storefronts, preferred materials, and appropriate contemporary infill.

Section 12.05 Appendix E: Application Forms and Checklists

This Appendix may include application forms and checklists to standardize submittals and ensure predictable review. Forms should include an administrative approval request form, a sidewalk café or encroachment permit application if applicable, a Certificate of Appropriateness application for Downtown Historic District and designated historic resources. Checklists should address required photos, context documentation, elevations, material and color schedules, product cut sheets, transparency calculations, and any district-specific requirements.

Section 12.06 Appendix F: District Maps

This Appendix shall include the officially adopted Downtown Historic District map and Downtown Bastrop District map as controlling exhibits. The maps should clearly depict district boundaries, identify primary streets, and provide sufficient reference information to allow a property owner to determine whether a property is within a district. Where feasible, the maps should include parcel lines and street names, and should reference the City's official GIS layers as the administrative source for interpretation.

Figure 12-2 Downtown Historic District

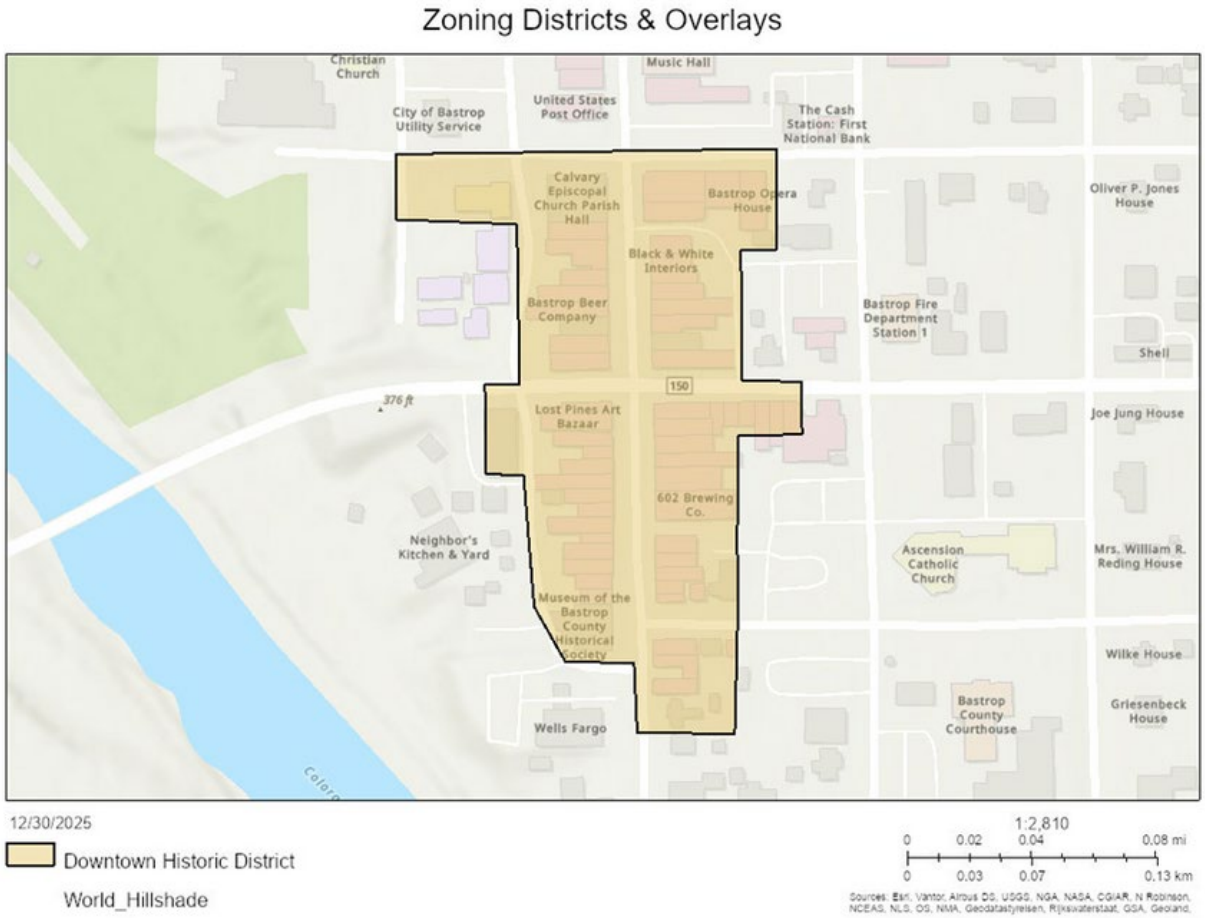
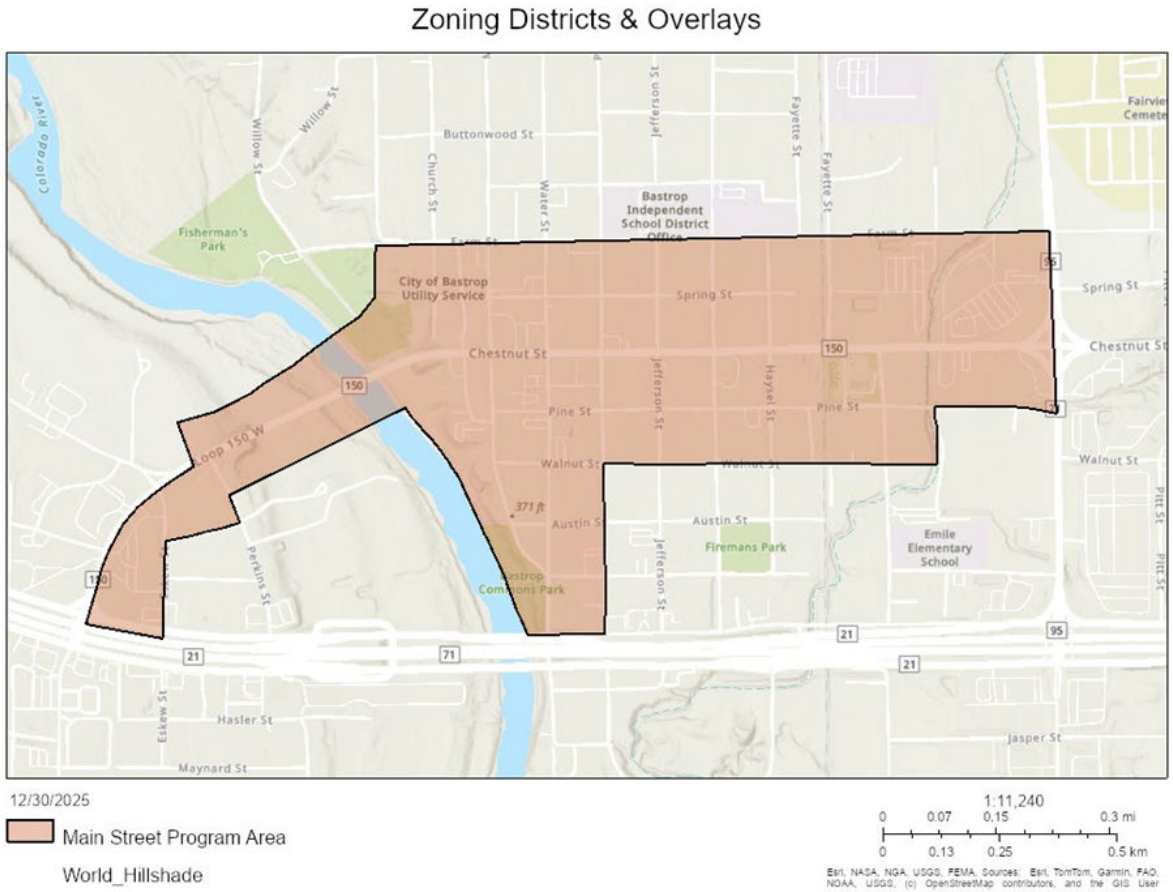


Figure 12-3 Downtown Bastrop District



Section 12.07 Appendix G: Secretary of the Interior's Standards Summary

This Appendix summarizes the Secretary of the Interior's Standards for Rehabilitation to support consistent applicant understanding, staff findings, and Historic Landmark Commission decisions. The Standards are applied to guide repair, alteration, and additions to historic properties in a manner that preserves historic character while allowing continued use and reinvestment. Where the Standards are incorporated by reference or required by ordinance, the Secretary of the Interior's Standards themselves shall govern.

G.1 Core Principles for Downtown Rehabilitation

Rehabilitation work in the historic district should be planned and executed to:

- **Retain historic character.** Protect the overall form, scale, and defining appearance of the building and streetscape.
- **Preserve distinctive materials and features.** Maintain original or historic elements such as storefronts, windows, doors, masonry, cornices, parapets, trim, and detailing.
- **Repair rather than replace.** Stabilize and repair historic materials where feasible. When replacement is necessary, match the original in design, material, texture, and, where possible, workmanship.
- **Avoid "false history."** Do not add features or finishes that create a misleading sense of historic development, such as conjectural details or incompatible "period" elements not supported by evidence.
- **Design additions to be compatible but identifiable.** New work should be clearly differentiated as contemporary, while remaining compatible in massing, scale, proportion, rhythm, materials, and context.

G.2 The Ten Standards

Standard 1. Use and overall character. A historic property shall be used as it was historically, or be given a new use that requires minimal change to the defining characteristics of the building and its site. In a downtown context, this standard supports adaptive reuse that retains the traditional storefront-and-upper-façade relationship and preserves the historic street presence.

Standard 2. Retention of historic character. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize the property shall be avoided. For Main Street commercial buildings, this includes preserving character-defining storefront components, masonry, parapets, cornices, and the rhythm of openings.

Standard 3. Avoidance of false history. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other buildings or periods, shall not be undertaken. This standard discourages “fake historic” treatments and requires that rehabilitation decisions be grounded in evidence and context.

Standard 4. Preservation of later historic changes. Changes to a property that have acquired historic significance in their own right shall be retained and preserved. In practice, this means later alterations that are themselves historic and contributory should not be removed simply to pursue an earlier appearance.

Standard 5. Preservation of distinctive materials and craftsmanship. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved. For downtown buildings, this includes masonry detailing, original storefront framing patterns, historic window proportions, pressed metal elements, and other period workmanship.

Standard 6. Repair rather than replacement. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence. This standard is central to storefront rehabilitation, window work, parapet repair, and masonry maintenance.

Standard 7. Gentle treatment of historic materials. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. Surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible. In downtown masonry, this standard supports non-abrasive cleaning and compatible mortar repointing that does not damage brick or stone.

Standard 8. Protection of archeological resources. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken. In a downtown setting, this can apply to excavation associated with additions, utilities, site work, and paving.

Standard 9. New additions, exterior alterations, and related new construction. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with historic property and its setting.

Standard 10. Reversibility. New additions and alterations should be designed so they can be removed in the future without impairing the essential historic form and integrity of the building.

(1) all required open space and public parkland; and

(2) existing or planned sidewalks, trails, or public streets in adjacent areas, to the maximum extent practicable.

d) Ownership and Maintenance of Open Space. Open space not dedicated to and accepted by the City shall be:

(1) owned and maintained by an HOA, condominium association, land trust, or similar entity with mandatory membership; or

(2) protected and maintained under a recorded conservation easement or similar instrument held by a land trust or other approved entity.

(3) Maintenance responsibilities for all non-City open space shall be set out in recorded covenants or similar documents, subject to City review for consistency with this Section before plat recordation.

D. Traditional Neighborhood Development (TND) Pattern.

1. Reserved

Sec. 14.02.005 Restrictions on Dwellings

A. Applicability. The regulations set forth in this Section shall apply to all land, buildings and structures in any Zoning District that permits residential dwellings.

B. Restrictions on dwellings.

1. As used in this section, "resident" and "residents" shall mean a person or persons who primarily lives, sleeps, and maintains possessions in the dwelling, or for which rent is paid for the person's use or occupancy, whether pursuant to a lease agreement, month-to-month tenancy or other agreement.
2. The number of residents in a dwelling, regardless of relationship by blood, marriage, or adoption, may not exceed the lowest number of residents derived from the following with any resulting fraction for the number of residents being rounded down:
    a. The total gross square footage of air-conditioned space in the dwelling divided by 300 square feet;
    b. The number of areas in the dwelling intended as sleeping quarters meeting the requirements of minimum room areas as defined by the most recent International Residential Code adopted by the city and having at least one attached closet, multiplied by two;
    c. A maximum of ten residents.
3. Each person who enters into a lease or other contract that authorizes or provides for residence or occupancy of a dwelling proscribed by subsections (2)(a) and (c), including an owner of the affected property, shall be deemed to have violated the restriction on use applicable to a residential zoning district.

4. An owner or sub-lessor of a dwelling who enters into an oral or written lease or other agreement (directly or through an agent) that authorizes or permits a residency or occupancy of a dwelling in violation of this section shall be guilty of an unauthorized occupancy of a dwelling when such a residency or occupancy actually occurs.

C. Prohibited uses.

1. All uses not expressly permitted or authorized in the residential district by this article are prohibited. By way of example, but not in limitation, the following are prohibited:

   a. Storage or accumulation within the public view of any salvage materials, discarded material, compost piles, lumber, waste products or scrap material, debris or junk;

   b. Parking or storing any regulated vehicle;

   c. Any use that constitutes a nuisance by reason of dust, noise, glare or other conditions that are offensive or detrimental to other property in a residential district or the occupants of that property;

   d. The display within the public view of any products, materials, motor vehicles, equipment or other personal property for sale, lease, rent, trade, exchange or other disposition, except in connection with a garage or yard sale conducted by the resident of the home where such goods are displayed and provided that any such garage or yard sale is neither conducted for more than two consecutive days nor held more frequently than four~~two~~ times on any lot in any calendar year. ~~Substantially all of the items offered for sale at an allowed garage or yard sale must be owned by (not consigned, loaned or entrusted to) the resident of the affected lot;~~

   e. The display within the public view of any signs, except as permitted under the City's Sign Ordinance; and

   ~~f. The offer for sale of goods, furnishings, appliances, or fixtures in or around a home by a person who does not reside in the home, including such arrangements as the sale of furnishings or estate sale items by a third party in connection with the marketing of real property for sale. This prohibition does not include:~~

      ~~(1) An incidental offer for sale of items by third parties in connection with an allowed garage or yard sale described in subsection (1)(d) of this section; or~~

      ~~(2) A sale of items, where the net sale proceeds will be earned by or contributed to a nonprofit charitable, religious, civic, or political entity or organization that is exempt from income taxes pursuant to the Internal Revenue Code.~~

   ~~g.~~f. The rental of any residential amenity including, but not limited to, any feature of a residential dwelling, or place, except where the amenity is included as part of the rental of a dwelling for longer than 30 days.

2. Notwithstanding anything to the contrary within Sec. 14.02.008, the following are permitted uses in a residential zoning district:
    a. Storage of construction debris and construction materials generated or stored in connection with activity authorized by a valid building or demolition permit issued by the building official, subject to all regulations and restrictions applicable to the issuance of such permit; for the avoidance of doubt, upon the expiration, revocation, or suspension of a building permit, materials and debris must be removed from the property;
    b. Parking or storing a regulated vehicle on a lawfully installed driveway. ~~if:~~
        ~~(1) The regulated vehicle is located behind an opaque fence, hedge, or other allowed screening structure that is at least six feet high that substantially screens the regulated vehicle from view from a public street;~~
        ~~(2) The regulated vehicle is not otherwise visible from a public street (as, for example, when it is stored behind the home on the lot); or~~
        ~~(3) The regulated vehicle is located on a driveway on the property, so long as it is not on such property during any part of the hours 9:00 p.m. to 7:00 a.m. the following day for more than two consecutive nights;~~
    c. Parking or storing a recreational vehicle on a lawfully installed driveway ~~for not more than ten total days in any six-month period; and~~
    d. Parking or storing a vehicle other than a regulated vehicle in any yard within public view, is permitted if the vehicle:
        (1) Is on a lawfully installed driveway;
        (2) Is operable; and
        (3) Bears such indicia of a current and valid registration, inspection, and license as may be required by applicable law for operation or transport on a public street.
3. Definitions. The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Recreational vehicle means a vehicular type unit primarily designed as temporary living quarters for recreational camping or travel use that either has its own mode of power or is mounted on or towed by another vehicle and is for personal use.

Regulated vehicle means any motor vehicle, camper, trailer, recreational vehicle, or boat, other than a conventional passenger vehicle, motorcycle, golf cart, or NEV.

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e) Public or private utilities and utility easements, excluding prohibited tanks and septic systems listed in subsection D

f) Stormwater conveyance features (e.g., swales, ditches, inlets, and piping) that do not function as detention or retention basins

g) Overflow or surplus parking spaces that are not counted toward the minimum off-street parking requirement and that can be readily removed or reconfigured in the future

h) Fences, walls, and screening that can be removed or relocated without substantial structural demolition.

2. The City may require an applicant to demonstrate, as part of site plan review, that any improvements proposed within the Highway Corridor Setback can be reasonably removed or modified in the event of future TxDOT right-of-way acquisition or roadway widening.

F. Plat and Site Plan Notation. All subdivision plats and site development plans for property subject to this section shall clearly show and label the "Highway Corridor Setback – 30 feet" along the TxDOT frontage, and shall note the restrictions on permanent structures within the setback.

Sec. 14.02.008 Table of Permitted Uses.

A. Purpose. The Table of Permitted Uses establishes the allowed land uses within each zoning district. The table provides a clear and predictable framework for property owners, developers, and the public by identifying which uses are permitted by right, which require additional review, and which are prohibited. This section is intended to ensure compatibility between land uses, protect community character, and promote orderly growth consistent with the City's Comprehensive Plan.

B. Legend.

P = Permitted by right

C = Conditional Use (requires Planning and Zoning Commission and City Council approval)

NP = Not Permitted

C. District Abbreviations. SF = SF-1, SF-2, and SF-3.

D. Table of Permitted Uses.

Primary Residential Uses

Use	P/OS	RR	SF	MU	GC	PI	IND
Single-Family Dwelling Detached	NP	P	P	PC	NP	NP	NP

Single-Family Dwelling Attached (Townhome)	NP	NP	NP	P	NP	NP	NP
Duplex	NP	P	C	P	NP	NP	NP
Multiple-Family Dwelling (Apartment)	NP	NP	NP	P	C	NP	NP
Patio Home / Zero Lot Line	NP	NP	NP	P	NP	NP	NP
Manufactured Homes	NP	P	C	NP	NP	NP	NP
Modular Home	NP	P	P	P	NP	NP	NP
Barndominium	NP	P	C	C~~NP~~	NP	NP	NP
Bed and Breakfast	NP	C	C	P	C	NP	NP
Hotel/Motel	NP	NP	NP	C	P	NP	C
Manufactured Home Park	NP	C	NP	NP	NP	NP	NP
Live/Work Unit	NP	NP	NP	P	C	NP	NP
Community Home	P	P	C	P	C	P	NP
Boarding / Rooming House	NP	NP	C	P	C	NP	NP
Housing for Elderly/Senior	NP	NP	C	P	C	NP	NP
Recreational Vehicles (RV's)	NP	NP	NP	NP	NP	NP	NP

Accessory & Incidental Uses

Use	**P/OS**	**RR**	**SF**	**MU**	**GC**	**PI**	**IND**
Accessory Structure—Residential (Accessory to a Residential Use)	NP	P	P	P	NP	NP	NP
Accessory Structure—Nonresidential (Accessory to a Commercial Use)	P	P	NP	P	P	P	P
Accessory Dwelling Units	NP	P*	P*	P*	NP	NP	NP
Swimming Pool (Private)	P	P	P	P	C	P	C
Tennis Court / Recreation	P	P	C	C	C	P	NP

7) Parking Demand Study (PDS). Means a report prepared by a qualified professional engineer or transportation planner that estimates on-site parking demand for a proposed or existing use using accepted sources, field observation, and calibrated assumptions.
8) Parking Space (Standard). A striped stall meeting the dimensional and design standards of this Article.
9) Remote/Off-Site Parking. Required parking located on a separate parcel or tract within an approved walking distance and secured by a legal agreement.
10) Reserve (Banked) Spaces. Means spaces identified on a plan but not initially constructed and only installed if monitored demand meets defined triggers.
11) Shared Parking. Means the practice of satisfying the parking demand of multiple land uses with a common supply recognizing different peak periods and internal capture.
12) Transportation Demand Management (TDM). Means strategies that reduce single-occupant vehicle trips and parking demand (e.g., unbundled parking, transit benefits, carpool/vanpool, bike facilities).
13) ULI (Urban Land Institute). A research organization whose Shared Parking (latest edition) methodology models mixed-use parking demand by applying time-of-day/day-of-week factors, internal capture, mode split, pricing, and seasonal adjustments to determine combined peak occupancy and right-sized supply.

D. Minimum Off-Street Parking Requirements.

1) Minimum Size:
   a) Residential: 109' x 20' stall sizes or equivalent sq. footage in slanted stalls, and parked vehicles may not block sidewalks.
   b) Commercial: 9' x 18' stall sizes or equivalent sq. footage in slanted stalls.
2) Residential Uses:
   a) Single-Family / Two-Family Dwelling: 1 space per bedroom
   b) Townhouse / Multifamily: 1 space per bedroom
   c) Accessory Dwelling Unit (ADU): 1 space per bedroom.
3) Nonresidential and Mixed Uses

Use Category	Minimum Off-Street Parking Requirement
Retail, personal service, general commercial	1 space per 250 sq. ft. GFA
Restaurant, bar, café	1 space per 100 sq. ft. GFA
Office, professional services	1 space per 400 sq. ft. GFA
Medical / Dental office or clinic	1 space per 250 sq. ft. GFA
Hospital	1 space per 400 sq. ft. or 1 space per 2 beds

ARTICLE 14.11 PLANNING AND ZONING COMMISSION

Sec. 14.11.001 General

A. General: The Planning & Zoning Commission shall function according to the following criteria that establish membership and operating procedures.

Sec. 14.11.002 Members, Officers, and Alternatives Qualifications

A. There is hereby created, in accordance with Subchapter 211.007 of the Texas Local Government Code and the City's Charter, a Planning & Zoning Commission that shall consist of 9 citizens who reside in the City Limits.

1) At least 3 members shall have a known and demonstrated ~~interest,~~ competence~~,~~ or knowledge in land use and development as may be exhibited by the following professions: attorney, architect, city planner, design professional, landscape architect, real estate developer, civil engineer, construction project manager, and construction superintendent.
2) Members shall be appointed by the Mayor and confirmed by City Council for a term of 3 years.
3) Terms of 1/3 of the Planning & Zoning Commission shall expire each year upon September 30th, or until a successor is appointed.
4) Vacancies and unexpired terms of members shall be filled by the appointment of the Mayor and confirmed by City Council. These appointments shall be for the remainder of the term.
5) Members may be removed from office at any time by a majority vote of the City Council for any reason. All members serve without compensation.
6) Attendance requirements for the Planning & Zoning Commission members are the same attendance requirements as set forth in the Code of Ordinances, Section 1.02.002(b) for Advisory Boards.

B. The City staff shall keep minutes of all meetings held by the Planning & Zoning Commission and full record of all recommendations to be made by the Planning & Zoning Commission to the City Council. Minutes shall constitute a report and record of all Planning & Zoning Commission meetings, including hearings.

C. A Chair and Vice-Chairman shall be elected by the Planning & Zoning Commission from its membership, each to hold office for 1 year or until replaced by a majority vote of the Planning & Zoning Commission.

D. Additional alternates may be appointed by the Council when it’s deemed necessary and occurs in the same manner as the appointment of members.

Sec. 14.11.003 Quorum and Voting

A. Five members of the Planning & Zoning Commission shall constitute a quorum, and all members, including the presiding chairman, shall have the right of 1 vote each, a quorum being present.

B. All actions by the Planning & Zoning Commission shall be by a majority vote of those members present including the passage of any recommendation to the City Council.

DRAFT

C. If any member has a conflict of interest, as defined by Chapter 171 of Local Government Code the City of Bastrop's Ethics Ordinance in Article 1.15 of the Code of Ordinances, in review of any item on the Planning & Zoning Commission's agenda, the member shall state such for the record and abstain from any discussion and from voting on the matter.

Sec. 14.11.004 Meetings:

A. The Planning & Zoning Commission shall convene for regular meetings at least once a month unless otherwise determined by the Chair or the Director of Development Services.

B. The meetings shall be in the City Hall or other specified locations as may be designated by the Chair or Vice Chair, in the absence of the Chair. Special meetings shall be held at such intervals as may be necessary to orderly and properly transact the business of the Planning & Zoning Commission as called by the Chair or the Director of Development Services.

Sec. 14.11.005 Powers and Duties:

A. The Planning & Zoning Commission shall be an advisory body to the City Council and shall make recommendations regarding amendments to the Comprehensive Plan, changes of Zoning and shall be the final authority for certain plats, as specified in Chapter 10 of the Code of Ordinances, and they may review and recommend other planning-related matters.

B. The Planning & Zoning Commission shall conduct an annual review of the City's Comprehensive Plan and the Bastrop Development Code and be prepared to make such recommendations to the City Council as deemed necessary to keep the City's Comprehensive Plan and the Bastrop Development Code current with the needs and uses of the City. The Planning & Zoning Commission shall serve in an advisory capacity on any planning related item(s) in the City.

Sec. 14.11.006 Procedure on Zoning Hearings:

A. The procedure and process for Zoning changes and/or amendments shall be completed in accordance with this chapter and in accordance with Chapter 211 of Local Government Code.

DRAFT

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:
Consider and act on the second reading of Ordinance No. 2026-07 to adopt a Comprehensive Zoning Map Amendment, as shown in Exhibit A.

AGENDA ITEM SUBMITTED BY:

Brittany Epling, Senior Planner

BACKGROUND AND PURPOSE:

The Bastrop Development Code (BDC) replaces the Bastrop Building Block (B3) form-based code. To implement the Bastrop Development Code, the City must adopt a corresponding Official Zoning Map that assigns all properties a Zoning District that corresponds with the new code.

The proposed Comprehensive Zoning Map Amendment is primarily a map conversion from the existing B3 Place Types to the most comparable BDC Zoning Districts using a crosswalk approach. This conversion is intended to maintain overall land use patterns established under the current map while transitioning to the new district structure and terminology. The proposed crosswalk is as follows:

Previous District Name (B3 Code)	New District Name and New Map Colors
P1 – Natural	P/OS – Parks and Open Space
P2 – Rural	RR – Rural Residential
P3 – Neighborhood	SF – Single Family Residential (SF-1, SF-2, SF-3)
P4 – Mix	MU – Mixed Use
P5 – Core	GC – General Commercial
Civic	PI – Public Institutional
Employment Center (EC)	IND – Industrial
Planned Development District (PDD)	PDD – Planned Development District

All current P3 (Neighborhood) properties will automatically rezone to **SF-1 (Single Family Low Density)** which has a 1/3 acre minimum lot size. Existing lots smaller than 1/3 acre will remain legal Lots of Record but may not be subdivided further unless a rezoning request to a higher density single family district (**SF-2**, 7,500sq. ft. minimum lot size or **SF-3**, 5,000 sq. ft. minimum lot size) is approved by City Council.

An exception to the general crosswalk approach is proposed for City-owned parks and floodplain property, which are recommended to be rezoned to P/OS - Parks and Open Space to better reflect existing public ownership, environmental constraints, and long-term flood risk and open space management objectives.

The zoning districts associated with the Bastrop Development Code and associated with this zoning map update is also designed to align closely with the City's recently updated Future Land Use Map (FLUM) categories. The new BDC zoning districts were structured to correspond with FLUM land use designations to strengthen consistency between the Comprehensive Plan and zoning administration, improve transparency for property owners and applicants, and support implementation of adopted growth and infrastructure policies.

The Official Zoning Map also establishes the boundaries of all proposed overlay districts within the Bastrop Development Code (including District 1832, Downtown Bastrop/Main Street Overlay, and National Historic District).

Overall, the purpose of this item is to establish the Official Zoning Map necessary to administer the Bastrop Development Code, provide a clear and citywide transition from the current Place Type map, and ensure each property has an appropriate district assignment that supports predictable development review and long-term planning.

PLANNING AND ZONING COMMISSION RECOMMENDATION
Recommended to approve the Comprehensive Zoning Map Amendment, with a vote of 6-0 at their February 26th, 2026 meeting.

CITY COUNCIL FIRST READING AND MOTION
Approved with a vote of 5-0 at their March 24th, 2026 meeting.

RECOMMENDATION:
Consider and act to adopt the Comprehensive Zoning Map Amendment, as shown in Exhibit A.

ATTACHMENTS:
- Ordinance No. 2026-07
- Exhibit A: Proposed Official Zoning Map
- Proposed District 1832 Overlay Map
- Proposed Downtown Bastrop Overlay Map (existing Main Street Program area)
- Downtown Historic National Register District (existing)
- Existing Place Type Zoning Map

ORDINANCE NO. 2026-07

AN ORDINANCE OF THE CITY OF BASTROP, TEXAS, AUTHORIZING A COMPREHENSIVE ZONING MAP AMENDMENT; ADOPTING THE OFFICIAL ZONING MAP OF THE CITY OF BASTROP AS REFERENCE A TO CHAPTER 14 OF THE CITY OF BASTROP CODE OF ORDINANCES; ADOPTING ASSOCIATED OVERLAY MAPS; AUTHORIZING THE EXECUTION OF ALL NECESSARY DOCUMENTS; PROVIDING FOR SEVERABILITY; REPEALING CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Bastrop, Texas (the "City") is a home rule municipality located in Bastrop County, Texas acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

WHEREAS, the City has adopted the Bastrop Development Code ("BDC") as Chapter 14 of the City of Bastrop Code of Ordinances; and

WHEREAS, the Bastrop Development Code replaces the Bastrop Building Block Code ("B3 Code") and requires adoption of a corresponding Official Zoning Map assigning zoning districts to properties within the City; and

WHEREAS, the proposed Official Zoning Map also establishes the boundaries of the overlay districts associated with the Bastrop Development Code, including District 1832, the Downtown Bastrop Overlay, and the Downtown Historic District; and

WHEREAS, the City Council finds that adoption of the Comprehensive Zoning Map Amendment and Official Zoning Map is consistent with the Bastrop Development Code, the City's Comprehensive Plan, and the public health, safety, morals, and general welfare; and

WHEREAS, the City finds that this Ordinance was passed and approved at a meeting of the City Council of the City of Bastrop held in strict compliance with the Texas Open Meetings Act at which a quorum of the City Council Members was present and voting.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, THAT:

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The City Council of Bastrop hereby adopts the Official Zoning Map of the City of Bastrop, as shown in Exhibit A, as Reference A to Chapter 14, Bastrop Development Code, of the City of Bastrop Code of Ordinances, and assigns zoning district classifications and overlay districts to property within the City in accordance therewith.

Section 4. The City Council directs the City Secretary, Development Services Department, GIS staff, and City Attorney to take all actions necessary to implement and maintain this Ordinance and the Official Zoning Map, including codification, map filing, formatting, correction of typographical errors, revision of cross-references, and administrative updates necessary to reflect the zoning district assignments and overlay boundaries adopted herein, provided that such administrative actions shall not alter the substantive meaning or legal effect of this Ordinance.

Section 5. Severability. If any clause or provision of this Ordinance shall be deemed to be unenforceable for any reason, such unenforceable clause or provision shall be severed from the remaining portion of the Ordinance, which shall continue to have full force and effect.

Section 6. Repeal. This Ordinance shall be and is hereby cumulative of all other ordinances of the City of Bastrop, Texas, and this Ordinance shall not operate to repeal or affect any of such other ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, in such other Ordinances, are hereby repealed.

Section 7. Effective Date. This Ordinance shall take effect immediately after its final passage and any publication in accordance with the requirements of the City of Bastrop and the laws of the State of Texas.

Section 8. Proper Notice and Meeting. It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

READ & ACKNOWLEDGED on First Reading by the City Council of the City of Bastrop, on this, the 24th day of March 2026.

PASSED & APPROVED on Second Reading by the City Council of the City of Bastrop, on this, the 14th day of April 2026.

APPROVED:

by: _____
Ishmael Harris, Mayor

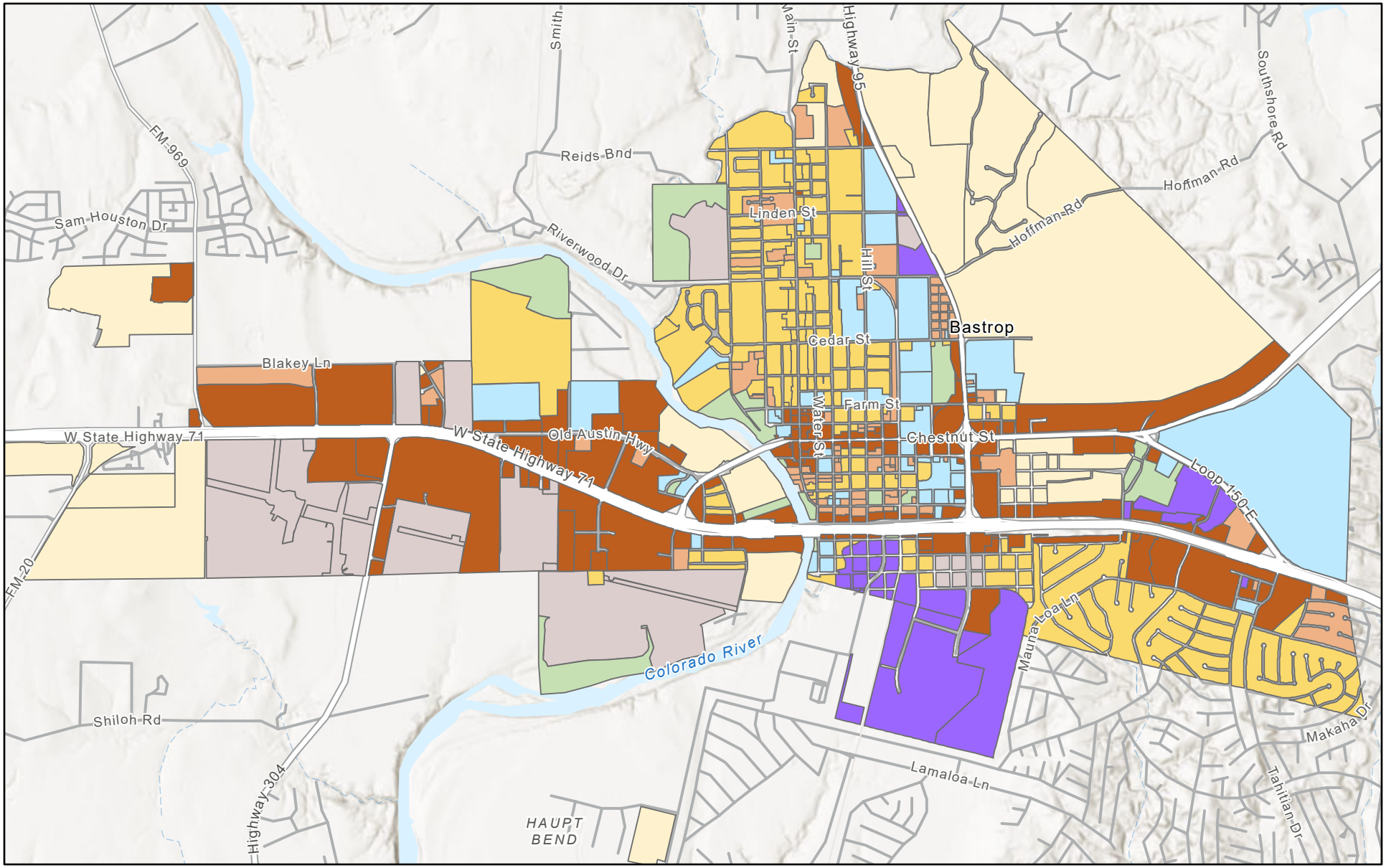
ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

Proposed Zoning Map



2/9/2026

Zoning Districts

- Parks & Open Space
- Rural Residential
- Single Family Residential (SF-1)
- Mixed Use
- General Commercial
- Public Institutional
- Industrial
- Planned Development

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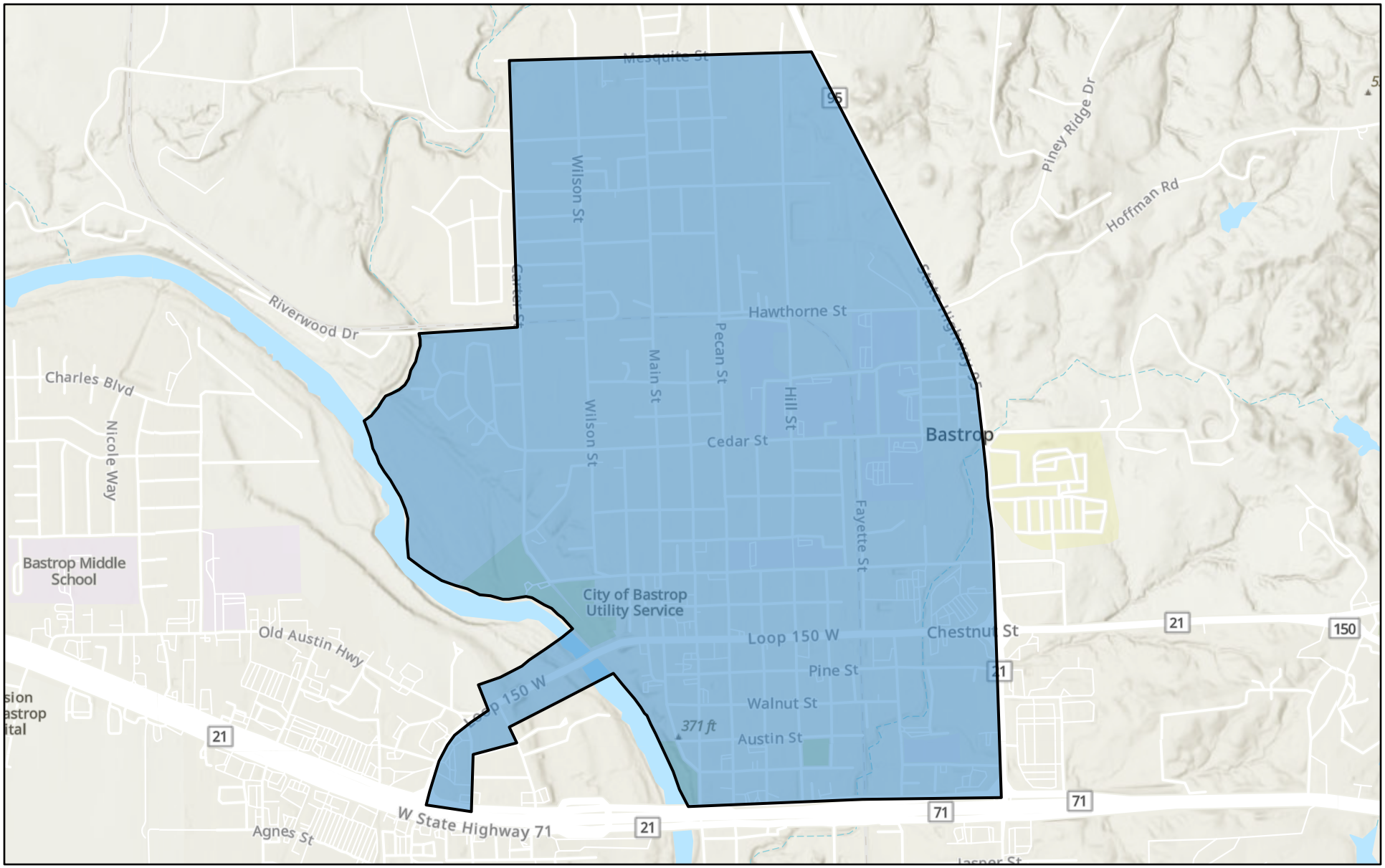
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Esri, NASA, NGA, USGS, FEMA, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS

District 1832



2/3/2026

District 1832

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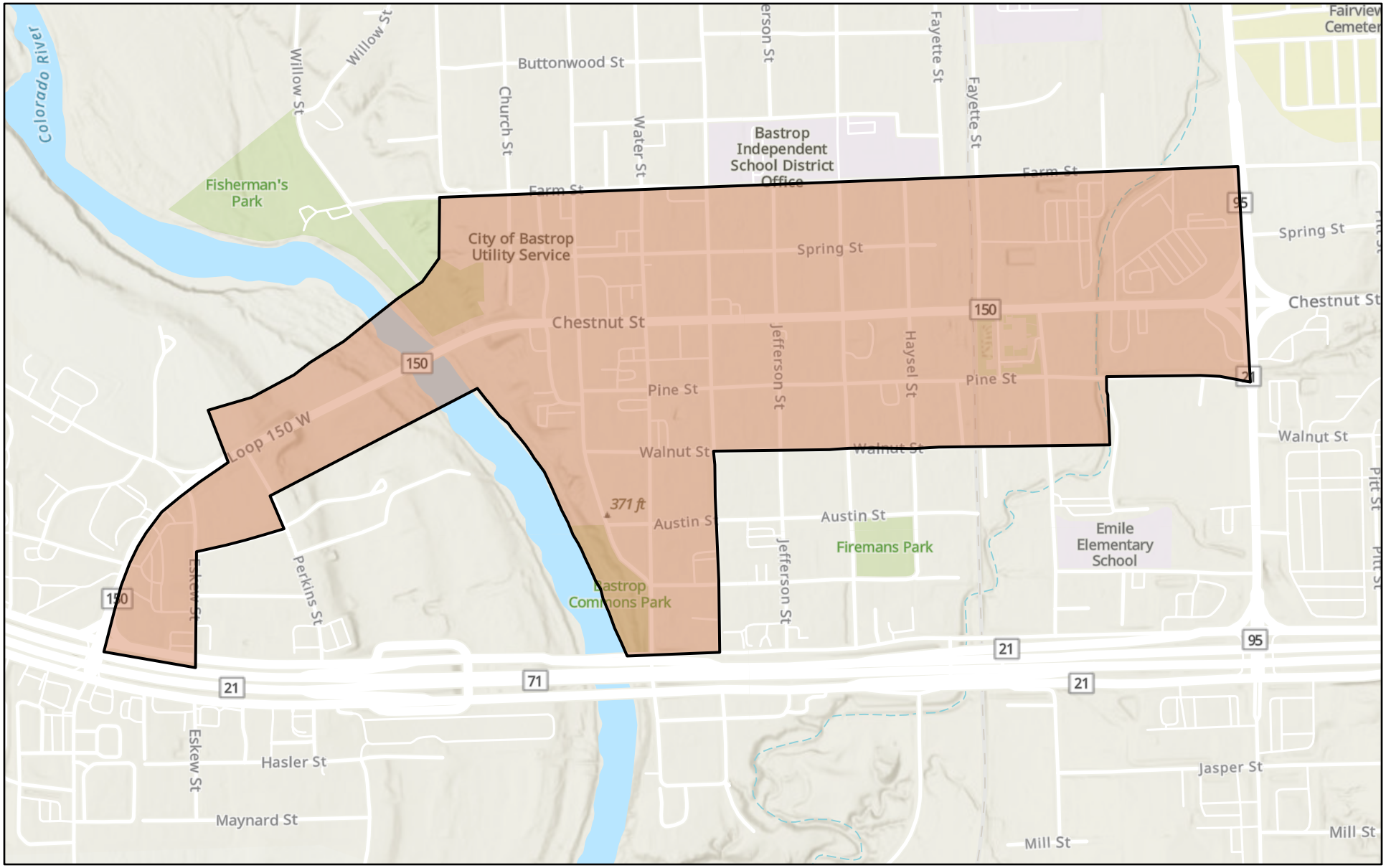
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Esri, NASA, NGA, USGS, FEMA, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS

Downtown Bastrop District (Main Street Program)



2/3/2026

Downtown Bastrop District

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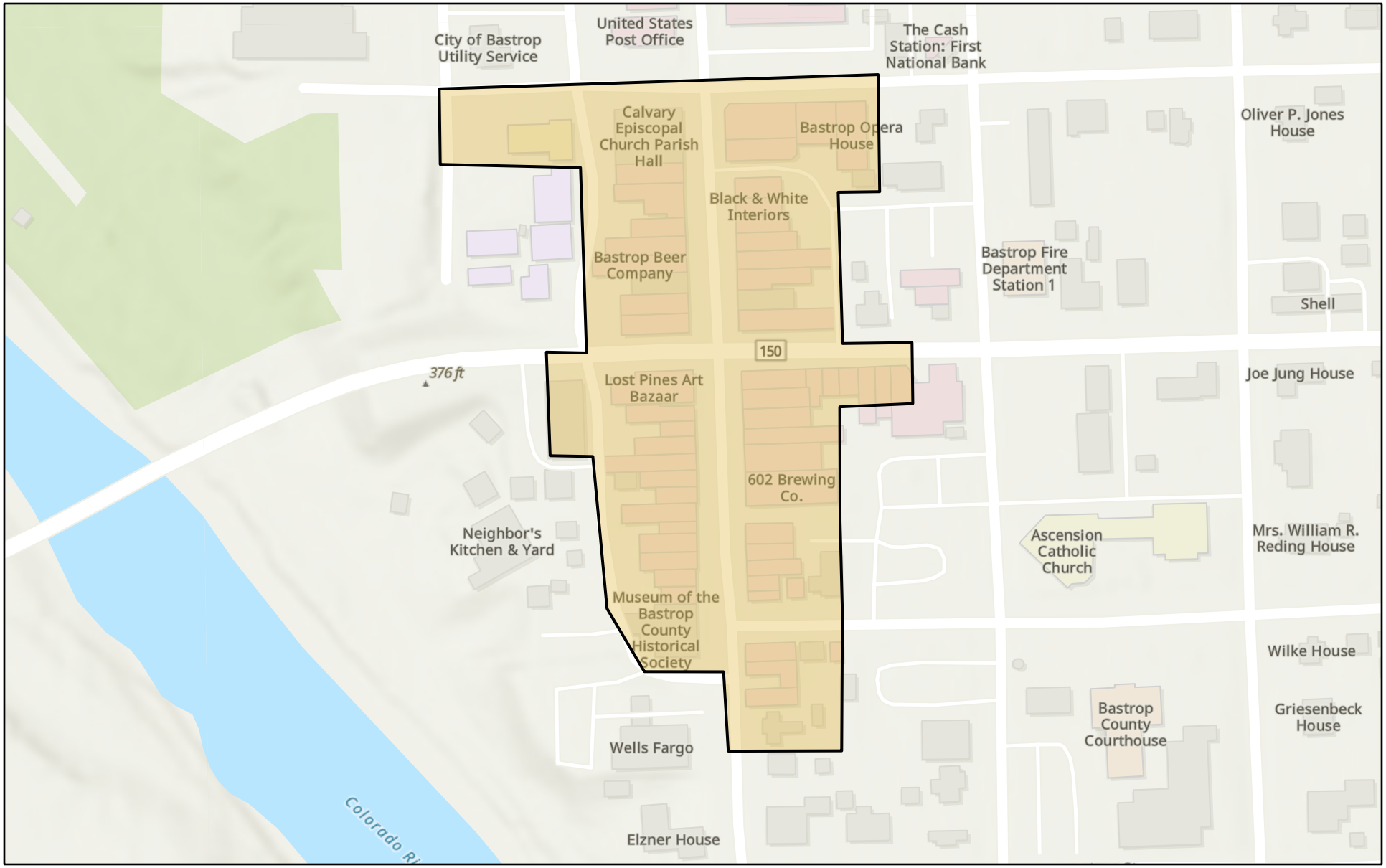
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Esri, NASA, NGA, USGS, FEMA, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS

Downtown Historic District



2/3/2026

Historic District

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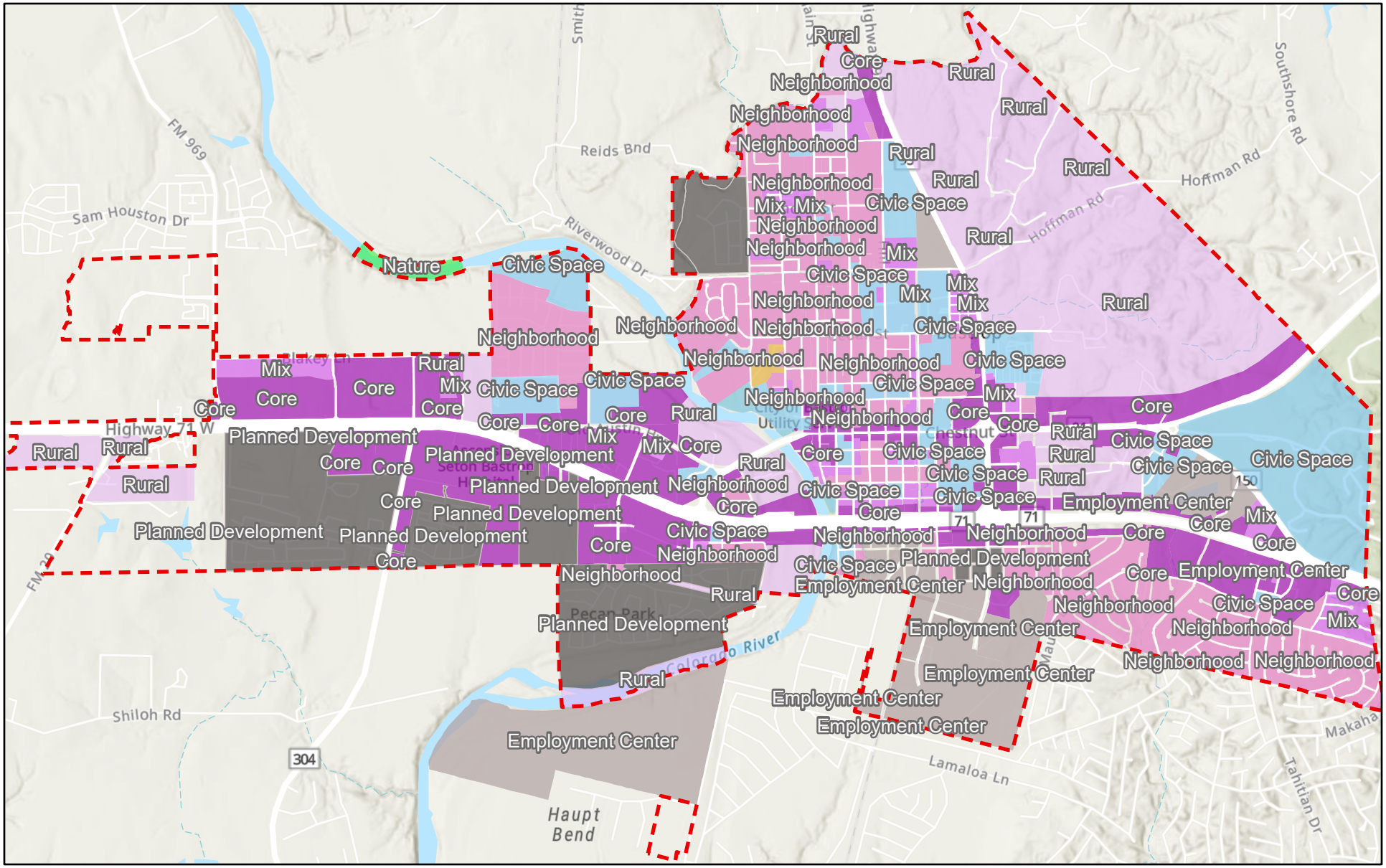
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Sources: Esri, Vantor, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geo

Existing PlaceType Zoning Map



2/18/2026

City Limits

Zoning Place Types

- Overlay
- Nature
- Rural
- Neighborhood
- Mix
- Core
- Civic Space
- Employment Center
- Planned Development

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Esri, NASA, NGA, USGS, FEMA, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:

Consider and act on the second reading of Ordinance No. 2026-08 on the proposed amendments to the subdivision regulations and codification as Chapter 10, as shown in Exhibit A.

AGENDA ITEM SUBMITTED BY:

Brittany Epling, Senior Planner

BACKGROUND AND PURPOSE:

This item is contingent upon adoption of the Bastrop Development Code (BDC) and repeal of the Bastrop Building Block Code (B3); if the BDC is adopted, the City must relocate the subdivision regulations currently contained in the B3 Code into the Code of Ordinances as a standalone Chapter 10 (Subdivision Regulations).

The B3 Code currently contains both zoning regulations and subdivision regulations. Because subdivision authority and procedures remain applicable citywide and in the City's subdivision jurisdiction, including the extraterritorial jurisdiction (ETJ), the subdivision regulations must be preserved, reorganized, and codified in the City's Code of Ordinances as a standalone chapter.

This item supports that transition by extracting the subdivision-related provisions currently located within the B3 Code and relocating them into the Code of Ordinances as Chapter 10 (Subdivision Regulations), with minor amendments to improve codification, administration, and consistency with the new BDC framework. The proposed amendments are primarily non-substantive edits associated with reorganization and cross-referencing, and include: (1) removal of B3-specific terminology and place type references to align with the BDC; (2) removal of civic space requirements; (3) removal of street tree requirements; (4) removal of public bicycle parking infrastructure requirements; (5) revisions to minimum alley pavement width and alley right-of-way width standards; and (6) removal of street cross section illustrations.

To expand upon the amendments: Chapter 10 also incorporates the City's recently adopted Parkland Dedication Ordinance, which replaces the former civic space requirements. In addition, the new Bastrop Development Code retains bicycle parking standards in Section 14.04.004 (Parking) to address bicycle parking needs that were previously referenced in the subdivision regulations, and the BDC On-Site Landscaping standards (Article 5) include enhanced street frontage landscaping requirements that replace the former street tree provisions. Revisions to minimum alley pavement width and alley right-of-way width correct an internal inconsistency where different standards were referenced in separate locations. Finally, the street cross-section illustrations are proposed for removal because they do not align with the City's current Transportation Master Plan; the underlying minimum right-of-way, pavement, and sidewalk standards remain in place, but illustrations will be updated and reintroduced as part of a future Transportation Master Plan update.

Adopting Chapter 10 ensures the City maintains clear, enforceable subdivision regulations after repeal of the B3 Code, provides a consolidated and user-friendly framework for platting and development in the City and ETJ, and supports continuity for ongoing and future development applications.

As a next step following codification, staff intends to conduct a broader review of the subdivision regulations and work toward future updates to ensure they continue to reflect best practices, current engineering standards, and community goals. However, at this time, the regulations being codified as Chapter 10 are intended to remain consistent with the existing B3 subdivision regulations and are not substantively changed except for the limited amendments described above.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Recommended to approve with a vote of 6-0 at their February 26th meeting.

CITY COUNCIL FIRST READING AND MOTION

Motioned to approve with a vote of 5-0 at their March 24th meeting.

RECOMMENDATION:

Consider and act on the second reading of Ordinance No. 2026-08 to adopt the proposed amendments to the subdivision regulations and codification as Chapter 10, as shown in Exhibit A.

ATTACHMENTS:

- Ordinance No. 2026-08
- Attachment 1: Chapter 10 of the Code of Ordinance (Subdivisions)

ORDINANCE NO. 2026-08

AN ORDINANCE OF THE CITY OF BASTROP, TEXAS, AUTHORIZING AMENDMENTS TO THE SUBDIVISION REGULATIONS; CODIFYING SAID REGULATIONS AS CHAPTER 10 OF THE CITY OF BASTROP CODE OF ORDINANCES; AUTHORIZING THE EXECUTION OF ALL NECESSARY DOCUMENTS; PROVIDING FOR SEVERABILITY; REPEALING CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Bastrop, Texas (the "City") is a home rule municipality located in Bastrop County, Texas acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

WHEREAS, the Bastrop Building Block Code ("B3 Code") currently contains both zoning regulations and subdivision regulations; and

WHEREAS, the City has adopted the Bastrop Development Code ("BDC") to replace the B3 Code as the City's zoning and development code framework; and

WHEREAS, in connection with adoption of the BDC and repeal of the B3 Code, the City must preserve, reorganize, and codify the subdivision regulations currently contained within the B3 Code as a standalone Chapter 10 of the City of Bastrop Code of Ordinances; and

WHEREAS, the City Council finds it necessary and appropriate to maintain clear and enforceable subdivision regulations in a consolidated chapter of the Code of Ordinances; and

WHEREAS, the proposed amendments are primarily non-substantive and are intended to improve codification, administration, and consistency with the BDC framework, including removal of B3-specific terminology and place type references, removal of civic space requirements, removal of street tree requirements, removal of public bicycle parking infrastructure requirements, revisions to alley pavement width and right-of-way width standards, and removal of outdated street cross-section illustrations; and

WHEREAS, the City Council finds that adoption of the proposed subdivision regulations as Chapter 10 is in the public interest and will provide continuity, clarity, and enforceability for platting and development applications within the City and its extraterritorial jurisdiction; and

WHEREAS, the City finds that this Ordinance was passed and approved at a meeting of the City Council of the City of Bastrop held in strict compliance with the

Texas Open Meetings Act at which a quorum of the City Council Members was present and voting.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, THAT:

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The City Council of Bastrop hereby adopts the proposed amendments to the subdivision regulations, attached and incorporated herein as Exhibit A, and codifies said regulations as Chapter 10, Subdivision Regulations, of the City of Bastrop Code of Ordinances.

Section 3. The City Council of Bastrop hereby authorizes the relocation, reorganization, and codification of the subdivision-related provisions formerly contained in the B3 Code into Chapter 10 of the City of Bastrop Code of Ordinances, to be effective upon and in conjunction with the adoption of the Bastrop Development Code and repeal of the B3 Code.

Section 4. The City Council directs the City Secretary, City Attorney, and City staff to take all actions necessary to implement and codify this Ordinance and Chapter 10 in the City's Code of Ordinances, including renumbering, formatting, correction of typographical errors, and revision of cross-references, provided that such administrative revisions shall not alter the substantive meaning or legal effect of the provisions adopted by this Ordinance.

Section 5. Severability. If any clause or provision of this Ordinance shall be deemed to be unenforceable for any reason, such unenforceable clause or provision shall be severed from the remaining portion of the Ordinance, which shall continue to have full force and effect.

Section 6. Repeal. This Ordinance shall be and is hereby cumulative of all other ordinances of the City of Bastrop, Texas, and this Ordinance shall not operate to repeal or affect any of such other ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, in such other Ordinances, are hereby repealed.

Section 7. Effective Date. This Ordinance shall take effect immediately after its final passage and any publication in accordance with the requirements of the City of Bastrop and the laws of the State of Texas.

Section 8. Proper Notice and Meeting. It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place, and purpose of said

meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

READ & ACKNOWLEDGED on First Reading by the City Council of the City of Bastrop, on this, the 24th day of March 2026.

PASSED & APPROVED on Second Reading by the City Council of the City of Bastrop, on this, the 14th day of April 2026.

APPROVED:

by: _____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

Chapter 10

SUBDIVISION REGULATIONS

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ARTICLE 10.01 PROVISION APPLICABLE TO ALL PLATTING PROCEDURES

Sec. 10.01.001 General Platting Procedures

These Standards shall govern every person, firm, entity, association or corporation owning any tract of land within the City Limits or extraterritorial jurisdiction (ETJ) who proposes to:

a) Divide the tract into 2 or more parts for the purpose of:

   1) Laying out any Subdivision of land or any addition to the City, or

   2) Laying out lots, Streets, alleys, parks or other portions of property intended for public use, or

   3) Using lots fronting thereon or adjacent thereto, by purchasers [or] owners of such lots or property.

b) Modify any instrument previously adopted for any of the purposes noted herein.

c) There are two types of processes available through the City by that one may subdivide or modify prior subdivisions. They are:

   1) **Standard Plat** - Generally applicable for initial platting and modifications of plats and the criteria for an Administrative Plats are not met;

   2) **Administrative Plat** - Generally applicable for initial platting and minor modifications where no more than 4 lots are involved and that do not require the extension of public infrastructure and other criteria set by the City are met.

Sec. 10.01.002 Dormant Final Subdivision Plats

a) Expiration of Dormant Final Plats: Council approval of a Final Plat expires at the end of 365 days from the date of Planning & Zoning Commission approval, unless:

   1) The Final Plat has been recorded with the Bastrop County Clerk; or

   2) In the sole discretion of the Director of Planning & Development, substantial progress has been made on the development.

b) The Planning & Zoning Commission may, if written request from the Applicant is received prior to the end of the 365-day period, in accordance with the uniform submittal schedule, so that the item can be placed on a Planning & Zoning Commission agenda prior to expiration. An extension for up to 180 additional days, may be granted. Only one such extension shall be granted. If any major changes are requested by the Applicant

and/or are required by the Planning & Zoning Commission, the Planning & Zoning Commission may require submission of a new preliminary and/or a new Final Plat.

ARTICLE 10.02 PURPOSE, AUTHORITY, JURISDICTION

Sec. 10.02.001 Authority

The procedures of the Subdivision Chapter are authorized under the authority granted by Texas Local Government Code Chapter 212 and the City's Charter. The provision of this Subdivision Chapter expressly extends to all areas inside the City Limits and throughout the City's ETJ.

Sec. 10.02.002 Purpose

The provisions of the Subdivision Chapter are intended to provide for the orderly development of the City through the creation of neighborhoods that provide for light, air, recreation, transportation, water, Drainage, wastewater and other facilities by assuring compliance of land divisions and development with certain Drainage Standards contained in the City's Drainage Manual, the Subdivision requirements and Standards contained in this Code prior to site preparatory activities on individual lots, tracts or parcels.

Sec. 10.02.003 Applicability

The portions of this Subdivision Chapter applies to any non- exempt division or development of land within the City Limits of the City and within its ETJ.

Sec. 10.02.004 Permitting

Street numbers and/or Building permits shall not be issued for the Construction of any Building on any piece of property subdivided after April 20, 1981, unless the property has been subdivided in accordance with this Code, and all required Streets, utilities, Drainage, and other required improvements have been completed and submitted for approval by the City Engineer.

Sec. 10.02.005 Lots of Record

a) A Lot of Record Verification is a document provided by the City acknowledging whether a particular tract of land was created lawfully. A legal or lawful division of land is one that was done in compliance with, or prior to, applicable Subdivision regulations which were adopted April 20, 1981. A parcel boundary used for property taxation or conveyed by deed to transfer ownership or title is not necessarily indicative of a lawfully created

division of land. A Lot of Record Verification does not make claims as to ownership, title, or boundary locations.

b) No Street number and no building permit shall be issued for the Construction of any Building on any piece of property subdivided after April 20, 1981, unless said property has been subdivided in accordance with this Code, and all required Streets, utilities, Drainage, and other required improvements have been completed and approved by the City Engineer.

c) A Lot of Record will be recognized if the property:

1) Was created by a Subdivision procedure; or

2) Is currently in the same size, shape, and configuration as it was prior to April 20, 1981, as established by a comparison of property descriptions found in deeds or property transfer documents.

3) Is greater than 5 acres with access to a public road and municipal utilities.

d) Lot of Record Verification:

1) A Lot of Record Determination is a document provided by the City acknowledging whether a particular tract of land was created lawfully. A parcel boundary used for property taxation or conveyed by deed to transfer ownership or title is not necessarily indicative of a lawfully created division of land. A Lot of Record Verification does not make claims as to ownership, title, or boundary locations.

2) A request for Lot of Record Verification may be submitted to the Director of the Planning and Development.

3) The Lot of Record Verification Request Form can be found in the Development Manual.

e) Existing Lot of Record

1) Existing lots of record may continue in the same configuration without the requirement to Plat until:

A. Any infrastructure extensions or upgrades are required to serve the Lot, which includes the size of a water or wastewater main line or an extension of water and wastewater main lines to the entire property line. A request for a meter of any utility does not constitute an infrastructure upgrade or extension.

B. A change of use to a more intense use or a use from Residential to any other use.

Sec. 10.02.006 Platting Exemptions

A recorded Subdivision or development Plat is required prior to the issuance of a building permit with the following exceptions:

a) Permits for an Accessory Building not connected to wastewater service.

b) Permits for repair or remodeling of an existing Structure that involves no increase in square footage.

c) Demolition permits, or permits for Removal of a Structure from a parcel or tract.

d) Permits for new Construction or expansion, if all the following criteria are met:

   1) The current boundaries of the property existed in the same configuration on April 20,1981; and

   2) The Director of Planning & Development has determined there is no need for additional easements or right-of-way dedication.

e) Exceptions for Infill Development:

   1) For the purposes of this Subdivision Chapter, an Infill property is land that has been previously developed and/or cleared land within existing neighborhoods.

   2) Exceptions to platting in these areas are for:

      A. Construction of a Residential Dwelling and related Accessory Structures.

      B. Permits for the expansion of existing Building up to a maximum of 50% of the original floor area.

ARTICLE 10.03 PLATTING PROCEDURES

Sec. 10.03.001 Standard Procedure for Platting

a) Plat Required: Refer to Texas Local Government Code Chapter 212, Subchapter A. Regulations of Subdivisions, Section 212.004 – Plat Required. All plats shall meet the requirements of the B3 Code. Additional, all plats shall meet the requirements of Ordinance No. 2019-27, Enhanced Permit Review Process, as a condition prior to submitting a plat to the City.

b) Delegation of Approval Responsibility:

   1) The City Council hereby delegates approval authority of Amending Plats and Minor Plats to the Director of Planning & Development in accordance with Texas Local Government Code Chapter 212, Subchapter A. Regulations of Subdivisions, Section 212.0065.

   2) The City Council hereby delegates approval authority of Preliminary Plats, Final Plats, and Replats to the Planning and Zoning Commission.

c) Vacating Plat: Refer to Texas Local Government Code Chapter 212, Subchapter A. Regulations of Subdivisions, Section 212.013 – Vacating Plat.

d) Replat: Refer to Texas Local Government Code Chapter 212, Subchapter A. Regulations of Subdivisions, Section 212.014 – Replatting without Vacating Preceding Plat; Section 212.0145 – Replatting without Vacating Preceding Plat: Certain Subdivisions; Section 212.015 – Additional Requirements for Certain Replats.

e) Amending Plat: Refer to Texas Local Government Code Chapter 212, Subchapter A. Regulations of Subdivisions, Section 212.016 - Amending Plat.

Sec. 10.03.002 Preliminary Plat

a) A Preliminary Plat is required if a property is being subdivided into 4 or more lots, right-of-way dedication with roadway improvements are required, and any public infrastructure is required.

b) The purpose of a Preliminary Plat is to determine the general layout of the proposed Subdivision in order to facilitate review by the Planning & Zoning Commission of the proposed Subdivision's Streets and Drainage system, easements, utilities, Building lots, and other lots including Open Space.

c) Preliminary plats shall be submitted for approval in accordance with this Section and submission requirements within this Chapter and prior to the approval of Construction plans or a Final Plat.

d) A Preliminary Plat is not a Permit, but is a procedural precursor necessary for the approval of Construction Plans.

e) No Application will be deemed administratively complete and Filed on the next Uniform Submittal Date until the steps below are taken.

1) **Pre-Application Meeting.** In order to submit a Preliminary Plat, a Pre-Application Meeting is required.

A. To schedule a Pre- Application Meeting, Applicants shall be required to submit:

i. A Sketch Drawing of lots, blocks, and Street layout;

ii. A completed Pre- Application Meeting Application.

B. Staff will review applications for compliance with all existing and applicable state law and City requirements and provide written feedback to the Applicant within 5 business days of the conclusion of the meeting.

2) **Preliminary Drainage Plan.** A preliminary Drainage plan, as required in Section 2.B.4 of the Stormwater Drainage Manual, shall be submitted for approval by the City Engineer along with a geotechnical report by a qualified professional testing laboratory to determine the engineering characteristics of soil, rock and/or fill material such that a geotechnical engineer can then determine and design the type of foundations, earthworks, Drainage infrastructure design, and/or pavement subgrades required for the intended man-made Structures to be built.

3) **Infrastructure Plan.** A schematic Infrastructure Plan shall be submitted to the City Engineer for approval in accordance with Section 10.04.001 - Infrastructure Plan.

4) **TxDOT.** All TxDOT requirements must be met and all required TxDOT permits shall be obtained and submitted to the City as a part of the Preliminary Plat submittal.

5) **Lost Pines Habitat Conservation Area.** If the Preliminary Plat is for property located in the Lost Pines Habitat Conservation Area, a copy of an approved Certification of Participation to Landowners from Bastrop County shall be obtained and submitted to the City as a part of the Preliminary Plat submittal.

6) **Temporary Construction Easements.** Temporary Construction easements for all infrastructure shall be acquired and submitted to the City as a part of the Preliminary Plat submittal.

Sec. 10.03.003 Final Plat

A Final Plat provides detailed geographic information and associated text indicating property boundaries, easements, Streets, utilities, Drainage, and other information required for the maintenance of public records of

the Subdivision of land. A Standard Final Plat shall be submitted for approval to the Planning & Zoning Commission, in accordance with this Code, only after a Preliminary Plat is submitted and approved by the Planning & Zoning Commission and all requirements of Article 10.04- Standard Division Design Requirements are met. The Preliminary Plat must be valid at the time the Final Plat is submitted to the City for consideration by the Planning & Zoning Commission.

Sec. 10.03.004 Submission

The subdivider shall submit a plat of the entire area being subdivided. Each Submittal Package shall contain the following documents in order to be deemed complete. If all items are not present, the submission will not be accepted. The submission will be considered a filed application on the next uniform submittal date after which the submission has been considered administratively complete.

1) Completed and signed Planning Application.
2) Agent Authorization Letter.
3) Signed Project Description Letter explaining proposed project, including number of lots existing and proposed, and if those lots are residential or commercial. If submission is for Vacating Plat, the Project Description Letter must provide evidence that the current plat does not meet the proposed development, granting the vacation would not be detrimental to the public health, safety, or welfare or otherwise injurious to the other property in the area, does not substantially conflict with the Comprehensive Plan and the purposes of the Code, and would not generally apply to other properties in the area, and contain signatures of owners of all lots within the original subdivision, if not under common ownership.
4) Bastrop Central Appraisal District Map highlighting the subject property.
5) Copy of deed showing current ownership.
6) Copy of current tax statement of account or tax receipt showing taxes have been paid.
7) Utility Easement Release approvals from all utility providers.
8) Proof of ability to serve by each proposed utility or completed utility evaluation by the city if utility is provided by the city.
9) Plat filing fee shall be paid at the time of the submission as set forth in City of Bastrop Master Fee Schedule.
10) Copy of original plat, if filing an amending plat or replat.
11) Proof of approved variances, if any.

12) All other required submittals and approvals required by this chapter.

13) Plat Requirements. The plat shall be drawn to scale and shall show or be accom[1]panied by the following information required by the Plat Checklist in Sec. 10.15 and Appendix A.

Sec. 10.03.005 Subdivision Variances

When a subdivider can show that a provision of these regulations would cause unnecessary hardship if strictly adhered to, and where, because of some condition peculiar to the site, and when in the opinion of the City Council, the intent of this code is still being met, the City Council may authorize a variance.

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ARTICLE 10.04 STANDARD DIVISION DESIGN REQUIREMENTS

Sec. 10.04.001 Infrastructure Plan

a) **Format.** Electronic PDF files are accepted through the cities online permitting system.

b) **Content.** An Infrastructure Plan shall be submitted for approval to the Development Review Committee as required below.

c) Prior to submitting a request for a Preliminary Plat, as noted in Sec. 10.03.002, the Infrastructure Plan shall be drawn to scale and shall contain the required information as required by this code.

d) **Submittal.** An Infrastructure Plan Submittal shall contain the following:

1) Completed and signed Planning Application.

2) Agent Authorization Letter.

3) Copy of the Infrastructure Plan

4) Copy of the approved preliminary Drainage study by the City Engineer as required in Section 10.03.002 e)2).

5) Submission shall include all requirements within the Preliminary Infrastructure Plan Checklist in Appendix B.

e) Incomplete Submissions. All Infrastructure Plan submittals shall be reviewed for completeness and must be deemed administratively complete to be considered Filed. All incomplete submissions will be returned to Applicant. A request for a Plat will not be considered a Filed Application unless an approved Infrastructure Plan is submitted before or at the time of the submission of the request for a Plat.

f) **Approval.** The applicant may be allowed to resubmit three times, after which the Development Review Committee shall approve or disapprove the Infrastructure Plan in compliance with the requirements of this Code.

Sec. 10.04.002 Public Improvement Plan Requirements

Public Improvement Plans shall consist of detailed specifications and diagrams illustrating the location, design, and composition of all improvements identified in the Preliminary Plat phase and required by this chapter and other applicable City ordinances, codes and policies. Public Improvement Plans shall be submitted to the City for approval by the Development Review Committee. In addition, any Project that necessitates the Construction,

Reconstruction or modification of existing City infrastructure shall also be submitted to the City for approval. The plans shall be kept by the City as a permanent record of required improvements in order to:

a) Provide sufficient records that facilitate the operation and maintenance of, and any future modifications to existing City infrastructure.

b) Provide data for evaluation of materials, methods of Construction, and design.

c) Provide documentation of approved public improvements to ensure that all such improvements are built to City Standards and specifications as required by this Code.

d) No Construction activities shall commence, until such time as Construction plans completely describing the on-site and off-site improvements required by this chapter and other applicable City ordinances and codes have been approved by the Development Review Committee and Notice to Proceed as been granted.

1) **Format.** Electronic PDF files are accepted through the cities online permitting system.

2) **Content.** Public Improvement Plans shall include all on- and off-site improvements required to serve the proposed Development as indicated on the approved Preliminary Plat and in compliance with applicable ordinances, codes, Standards and policies of the City, and other applicable governmental entities. All Public Improvement Plans shall be signed and sealed by a licensed Professional Engineer, licensed to practice in the State of Texas, in compliance with Section 10.04.012 - Engineering Seal. The Public Improvement Plan shall be submitted for approval by the Development Review Committee, in accordance with Section 10.04.002 - Public Improvement Plan Requirements - of this Code after complying with Step 1 and 2 below:

A. **Step 1:** A final Drainage plan, as required in Section 2.B.5 of the Stormwater Drainage Manual, shall be submitted for approval to the City Engineer along with a geotechnical report by a qualified professional testing laboratory to determine the engineering characteristics of soil, rock and/or fill material such that a geotechnical engineer can then determine and design the type of foundations, earthworks, Drainage infrastructure design, and/or pavement subgrades required for the intended man- made Structures to be built. Once Step 1 is completed, the Applicant can proceed to Step 2.

B. **Step 2:** A Public Improvement Plan Submittal shall contain the following:

i. Completed and signed Planning Application.

ii. Agent Authorization Letter.

iii. Copy of the Public Improvement Plan in compliance with Section 10.04.002 - Public Improvement Plan Requirements.

iv. Copy of the approved Preliminary Drainage study by the City Engineer as required in Section 10.03.002(b) - Preliminary Plat - Step 2.

C. Submission shall include all requirements within the Preliminary Improvement Plan Checklist in Appendix C.

e) **Incomplete Submissions.** All Public Improvement Plan submittals shall be reviewed for completeness and must be deemed administratively complete to be considered Filed. All incomplete submissions will be returned to Applicant on the date listed for completeness checks on the Uniform Submittal Dates adopted annually by City Council.

f) **Approval.** The applicant may be allowed to resubmit three times, after which the Development Review Committee shall approve or disapprove the Public Improvement Plan in compliance with the requirements of this Code.

Sec. 10.04.003 Public Improvement Plan Agreement (PIPA)

Prior to the scheduling of a Pre-Construction Meeting, a Public Improvement Plan Agreement (PIPA) shall be submitted to the Planning and Development Department for review. The submittal shall be 30 days prior to the desired City Council meeting date. Incomplete agreements will not be accepted by the Planning and Development Department. Within 14 days of the acceptance of the application, the Development Review Committee will determine if the agreement is accurate. The Director of Development Services shall either place the PIPA on the next available regularly scheduled City Council meeting agenda for consideration or deny the submittal for incompleteness. Any deviation, omission, or inaccurate information of required elements on the City of Bastrop standard PIPA shall cause the Development Review Committee to deny the submittal. The PIPA shall be approved by the City Council prior to the scheduling of a Pre- Construction Meeting or the issuance of a Notice to Proceed. See Appendix D for the standard PIPA format.

Sec. 10.04.004 Pre-Construction Meeting

Prior to a Pre-Construction Meeting being conducted by the City Engineer, the following must first occur:

a) approval of the Public Improvement Plan has been given by the City Engineer;

b) a Public Improvement Plan Agreement has been approved by the City Council; and,

c) requirements of the Public Improvement Plan Agreement have been satisfied.

No public improvements shall be installed or Construction activities commence prior to a Pre-Construction Meeting or the issuance of a Notice to Proceed. The City Engineer will be responsible for setting the Pre-Construction Meeting Agenda and notifying all required representatives of the meeting.

Sec. 10.04.005 Notice to Proceed

A Notice to Proceed Letter will be issued by the City Engineer after the approval of the Public Improvement Plan has been given by the City Engineer, a Public Improvement Plan Agreement has been approved by the City Council, and a Pre-Construction Meeting has been conducted by the City Engineer.

Sec. 10.04.006 Infrastructure Acceptance

Once Construction of public infrastructure is completed, a walk-through will be conducted by the City Engineer with authorized representative(s). During the inspections, a punch-list will be created and must be completed. At the completion of all items on the punch-list, a 2-year maintenance bond must be Filed in accordance with approved Public Improvement Plan Agreement. A letter shall be submitted to the City from the Applicants engineer certifying that the improvements were built in accordance with the approved Public Improvement Plan. A letter of concurrence will be issued by the City Engineer stating that the improvements were built in accordance with the approved Public Improvement Plan, after which a Final Plat can be submitted to the City in accordance with Section 10.03.003 - Final Plat. Approval of a Final Plat constitutes acceptance of the infrastructure by the City.

Sec. 10.04.007 Record Drawings

Record Drawings, or as-builts shall include the full set of Construction plans with the improvements shown as it was constructed. The record drawings shall reflect the original Site Plans modified to reflect the actual Construction. The plans shall include grading, entrance locations, pavement layout, striping, Curb and gutter, storm sewers in plan and profile, Building location(s), etc. Detention facilities grading and outlet works shall be shown with a certification that the pond complies with the original design. A digital copy of the record drawing plans shall also be submitted in a format and coordinate system compatible with the City’s geographic information system. Record drawing plans shall be submitted along with an engineer’s concurrence letter prior to final acceptance.

Sec. 10.04.008 Expiration Date

a) A Public Improvement Plan shall expire 2 years from the date such plan was approved if substantial progress has not been made towards completion of the Project, pursuant to Section 245.005 of the Texas Local Government Code, as amended.

b) Any Project, as defined under Chapter 245 of the Texas Local Government Code, as amended, shall expire if not substantially completed on the fifth (5) anniversary of the date the first permit Application was Filed for the Project, pursuant to Section 245.005 of the Texas Local Government Code, as amended.

Sec. 10.04.009 Changes in Approved Plan and Specifications

After approval by the City Engineer, any changes in the plans and specifications shall be in compliance with the Preliminary Plat. If not, an amendment to the Preliminary Plat shall require the approval of the Planning & Zoning Commission on the same timeline and procedure as the original Preliminary Plat. Any changes in the plans and specifications, requiring an amended Preliminary Plat are subject to approval of the City Engineer.

Sec. 10.04.010 Fees

All fees shall be paid at the time of the submittal in accordance with the City's adopted Master Fee Schedule.

Sec. 10.04.011 Texas Department of Transportation (TxDOT) Permit Required

No person, firm or corporation shall construct, reconstruct, alter or repair, remove or replace any Sidewalk, drive approach, or any concrete work on any TxDOT right-of-way within the City Limits without first obtaining an approved TxDOT permit. A copy of the approved TxDOT permit is required before a Preliminary Plat Application may be submitted for any Project with frontage on TxDOT right-of- way.

Sec. 10.04.012 Requirement for Engineering License in the State of Texas

The Applicant shall retain the services of a Professional Engineer, licensed in the State of Texas, whose seal shall be places on each sheet of the drawings, and who shall be responsible for the design and inspection of the Drainage, roads and Streets, wastewater and sewer and water facilities within the subdivision. The services performed by the Engineer shall be designated in the most current issue of "Manual of Professional Practice – General Engineering Service," published by the Texas Society of Professional Engineers, and shall include both design and inspection as

defined therein. The engineering seal used by a Professional Engineer licensed in the State of Texas must be in compliance with the Texas Board of Professional Engineers.

ARTICLE 10.05 STREETS AND THE PUBLIC REALM

Sec. 10.05.001 Intent

a) The Public Frontage is the space where public investments and land is used to connect people to places.

b) The Pedestrian comfort shall be the primary consideration for the design of Streets. Design conflicts between vehicular and Pedestrian movement shall be decided in favor of the Pedestrian.

Sec. 10.05.002 General

a) Development located within the City Limits shall be subject to the requirements of this Section. Development in the ETJ shall comply with the rules of Subdivision Chapter, Sign Chapter, and all environmental regulations as allowed by state law and the rules established by the Inter-local Agreement with Bastrop County.

b) Streets are intended for use by vehicular and Pedestrian traffic and to provide access to lots and public spaces.

c) New Streets shall be required when shown on the City's adopted Master Thoroughfare Plan.

d) Street Arrangement: The Bastrop Master Transportation Plan and Thoroughfare Master Plan establish the foundation for the Mandatory Street Network. Unless otherwise approved by the City Council, provision shall be made for the extension of Streets through any new neighborhood. Off-center Street intersections with Streets in adjacent neighborhoods shall be avoided. All Streets shall be continuous or in alignment with existing Streets unless variations are deemed advisable by the Council due to topography and requirements of traffic circulation.

e) Street Design: To assure adequate and proper Streets, a soils evaluation report by a licensed Engineer shall be required. This report shall be submitted with the plans and specifications for Street improvements. Generally, all Streets shall be surfaced with one of the surfaces indicated below with Curb and gutter as set forth in and built according to the current City of Bastrop Construction Standards Manual and Details.

f) Street Widths: Major or Minor Arterial Streets primarily serving Commercial or Industrial land uses shall have a minimum dedicated right-of way of 80 feet and a minimum paving width Curb to Curb of 32 feet. Connector and Local Streets used to primarily serve Residential and Mixed-Use developments shall have a minimum dedicated right-of-way of 55.5 feet and a minimum (paving) width Curb to Curb of 28 feet. Streets in rural areas shall generally be constructed with concrete ribbon curbs and shall have a minimum dedicated right-of-way of 55.5 feet and a minimum (paving) width Curb to Curb of 28 feet.

    1) Minimum lane width is 11 feet for Arterials and 10 feet for Connector and Local Streets.

g) Intersections:

1) All Streets must intersect at a 90-degree angle, unless existing Site constraints will not allow for this alignment and with approval from the City Engineer.

2) Curbs at acute angle intersections, if approved, shall have 25-foot radii at acute corners.

3) Each new Street intersection with, or extending to meet, an existing Street, shall be tied to the existing Street on center line.

4) Minimum Curb radius at intersections:

   A. Primary Multimodal Streets - 20 foot

   B. Local Connector - 15 foot

   C. Residential Streets - 10 foot

   D. Shall comply with the City's currently adopted Fire Code.

h) Cul-De-Sacs:

1) Dead-end Streets must be avoided unless approved due to geographically sensitive areas, topography, railroad tracts, or another physical barrier as approved by the DRC.

2) Dead-end Streets may be platted where the land being divided adjoins property not being divided, in which case the Streets shall be carried to the boundaries thereof. Streets designed to be permanently dead-end shall not be longer than 500 feet and shall be provided at the closed end with a paved cul-de-sac at least 80 feet in diameter.

3) Temporary turnarounds are to be used at the end of a Street more than 300 feet long that will be extended in the future.

i) Partial or Half-Streets: Partial or half-Streets may be provided where the City Council believes that a Street should be located on a property line.

j) Street Names: New Streets shall be named to provide continuity of name with existing Streets and to prevent conflict with identical or similar names in other parts of the City, as determined by the 911 coordinator for the City and/or County.

k) Private Streets: Private Streets meeting the same design guidelines within this code may be permitted by the City Council in lieu of public streets after evaluation of such considerations.

l) Street Signs: Street Signs are required at all intersections. Signs will meet current City Sign Standards or match the existing Street Signs of the adjacent joining Streets.

m) Alleys:

1) Pavement Type: Alleys shall be paved with reinforced concrete conforming to Street paving requirements.

    A. Alternative Construction methods may be approved by the Director of Engineering.

2) Width: A minimum paved width of 16 feet and a minimum right-of-way of 20 feet shall be required for all alleys.

3) Drainage: Adequate Drainage shall be provided with paved sections or by swales to drain all lots to Streets without Drainage easements through lots where possible. The depth of Swale shall be as required for Drainage with a minimum longitudinal slope of 1/2 of 1.5% percent toward a Street or Drainage easement.

4) Streets and Alleys shall be designed by a register engineer meeting the specifications of this manual and the City of Bastrop Construction Standards Manual.

ARTICLE 10.06 NEW STREETS

Sec. 10.06.001 General

a) The New Streets section establishes and documents the policies, procedures, and practices for how the City manages physical improvements in the Street right-of- way and on public property. It attempts to provide a comprehensive resource for all procedures, Standards, and guidelines affecting physical changes in the Street right-of-way.

b) The Streets section summarizes this Code requirements for Street and Alley improvements and presents specific criteria for design and installation.

Sec. 10.06.002 Intent

a) The intent of the new Street regulations is to provide a palette of Street typologies and design elements reflecting the character of different areas within the City.

b) The new Street regulations provide adequate travel lanes for vehicles, cyclists, and pedestrians.

c) The City supports the use of context sensitive design solutions and complete Streets and will review projects on a case-by-case basis for conformance with these concepts.

d) The Street typical cross-sections displayed in this section provide a guide to balancing the needs of all modes of travel. Modifications to these typical cross sections may be made by the City Engineer.

e) The appropriate Street typical cross-section will be selected by the City Engineer based on both engineering and land use context factors, including anticipated vehicle volumes.

f) Administrative design adjustments approved by the Director of Planning & Development may be appropriate when an existing Building would impede roadway expansion; when transitioning from a different Street section; or where strict compliance with this Code would pose a safety hazard.

Sec. 10.06.003 Street Right-Of-Way Width

a) Street right-of-way width for Thoroughfare Master Plan Streets must be dedicated as specified in the Transportation Master Plan.

b) Alignments may be adjusted as approved by the DRC.

c) Applicants must dedicate sufficient right-of-way to the City for Streets and sidewalks, in accordance with the Master Transportation Plan. Typical Street right-of way widths are illustrated in this Section.

d) The City may require turn lanes and additional right-of- way beyond that shown in the applicable Street typical cross-section to accommodate turn lanes when warranted.

Sec. 10.06.004 Measurement of Streets and Public Realm

a) Face of Curb. All measurements of parking spaces and lane widths are taken from the Face of Curb and are inclusive of the gutter.

b) Pavement Markings. All measurements of parking spaces and lane widths are made to the center of pavement markings.

ARTICLE 10.07 STREET TYPES

Sec. 10.07.001 Street Classifications

The following Street Types are to be used as a guide when designing Streets. The Street Types are separated into three categories:

1) Primary Multimodal Streets (80' R.O.W.) - provide a higher degree of mobility than most of the grid street network by serving travel between major destinations or activity centers, as well as providing local cross-City route alternatives to the major highway routes. These Streets should be designed as walkable, low-to- moderate speed Thoroughfares that carry both through and local traffic, pedestrians, and bicyclists. These Streets are also important connections for primary goods movement and emergency response routes. These Streets will often require additional right-of-way than a typical connector, either for additional through travel lanes or for dedicated Pedestrian and bicycle facilities (Bastrop Master Transportation Plan).

2) Local Connector Streets (55.5' R.O.W.) - provide a higher degree of direct access to abutting property. These Streets should be designed as walkable, low- speed Streets that connect different Development districts and Residential neighborhoods with each other. The Local Connector Street network should provide continuous, connected links to distribute local travel patterns. Due to the diversity of content in neighborhoods these Streets serve, a variety of Street design elements and cross sections may be appropriate to serve adjacent land use contexts. This includes potential accommodations for higher Pedestrian, bicyclist, or on-Street parking demand (Bastrop Master Transportation Plan).

3) Rural Streets (R.O.W. varies) – provide local access to rural areas primarily characterized by large lots, Farm Lot scale developments or Open Space. Due to environmental protections, rolling terrain, and low-density Development context, a rural cross section and design elements are recommended.

Sec. 10.07.002 Compliance with the Master Thoroughfare Plan

a) Intent: The pattern of Streets on the Master Thoroughfare Plan is intended to create a connected Street network that provides a variety of routes for Pedestrian and vehicular traffic, while respecting the conditions of the natural environment.

b) Within a private development, the location of internal Streets may vary from their locations on the Master Transportation Plan, subject to the following conditions:

1) The proposed arrangement meets the intent of this Code.
2) The proposed Street configuration promotes active, safe, and healthy transportation.
3) No Block perimeter shall exceed the requirements of this code.
4) Overall connectivity to adjacent tracts shall not be decreased.

c) When a Street is associated with certain proposed commercial land uses, an additional 7 feet of right-of-way on either side may be required.

d) Property where new Streets are not required, Building and/or Site Development Permits shall not be issued for the Development or Redevelopment of any Street within the City of Bastrop prior to the approval of Public Frontage requirements showing the following in compliance with the Public Realm Standards of this Chapter:

1) Type of Drainage
2) Public Infrastructure, including Public Lighting

Sec. 10.07.003 Public Frontage Standards

a) Street Types may be configured a variety of patterns and layouts along different Street Types. Street designs and must include:

1) The type of Drainage located adjacent to the vehicle lane;
2) The Public Infrastructure, and Public Lighting
3) Walkways provided for pedestrians serving as a Block break may be approved by the DRC.

b) The Public Frontage of Streets shall be designed as specified in this Code. Public Frontage passing from one Street Type to another shall be adjusted to meet the transitioning Standards as required by the DRC.

1) To keep walkways and driveways clear from tree branch obstructions, Street Tree canopy, at maturity with minor pruning, shall provide a minimum vertical clearance of 8 feet for sidewalks and paths, driveways, parking spaces, Streets, and loading areas. Vertical clearance measurements shall be taken from the bottom branches of the main Canopy to the ground surface below.

c) For installation within the Frontage Zone, the prescribed types of Public Lighting and spacing shall be shown on the Public Lighting Table. The spacing may be adjusted by the DRC to accommodate Site specific conditions.

d) The paving design of the Walkway shall be continuous for the extent of each Block Face.

e) Sidewalks are required on all new streets, except Rural Streets. The width and location of sidewalks shall be in accordance with the City's standard specifications and the specifications within Chapter 14 of the Code of

Ordinances. The area between Curb and Sidewalk shall be excavated or filled to provide a uniform grade to match with the longitudinal Street grade. The ground elevation at the right-of-way line shall be not more than 2 feet nor less than 3 inches above the elevation of the top of the adjacent Curb. All sidewalks shall be of a continuing common surface, not interrupted by steps or abrupt changes in level. Wherever sidewalks end, at cross Streets or parking areas, they shall bend to a common level by constructing handicapped ramps in compliance with Americans with Disabilities Act (ADA) dimensions and Standards. All the broom-swept smooth and uniform to provide a non-slip surface. Construction details shall be in accordance with the City's standard specifications.

Sec. 10.07.004 Traffic and Mitigation

a) The purpose of this section is to ensure Development within the Bastrop City Limits is supported by an adequate roadway network to accommodate the continuing growth and Development of the City and its jurisdictional area. Acquisition of new rights-of-way for off-site, abutting, and internal Streets to support new Development are necessary and desirable. The City requires that:

   1) Development impacts are mitigated through contributions of Street rights-of-way and/or improvements to existing and new roadways; and

   2) New developments contribute their roughly proportionate share of the costs of needed transportation improvements; and

   3) Adequate infrastructure for new Development is adequately evaluated and addressed.

b) A traffic impact analysis shall be required at the time of subdivision plat if the thresholds in Chapter 14, Section 14.04.005 are met.

c) There must be a rough proportionality between the traffic impacts created by a new Development and requirements placed on the property owner or Applicant for new Development to dedicate and improve off-site, abutting, and internal Street rights-of-way to City Standards. The City will evaluate the Project and determine what dedications, if any, are required to address both the nature and extent of the impact that results from the proposed Development. The City desires to assure that Development impacts are mitigated through contributions of Street rights-of-way and transportation system improvements, and those new developments contribute their share of the costs of transportation improvements. It is the City's intent to institute a procedure to assure mandatory dedications of Street rights- of- way and Street Construction requirements are proportional to the transportation demands created by a new Development.

d) If the traffic impact will affect a state-controlled highway then the Applicant must coordinate the necessary improvements with the Texas Department of Transportation (TxDOT). Prior to the Final Plat being submitted

the Applicant must have obtained an agreement on the necessary road improvements and submit an agreement between the City of Bastrop and the Applicant to meet the requirements established by TxDOT. This will require the Applicant to coordinate with TxDOT and request TxDOT to submit the necessary contract documents between TxDOT and the City of Bastrop to use as a basis for the transportation agreement between the City of Bastrop and the Applicant. A Final Plat cannot be recorded until the agreement has been finalized and the necessary funds (or, alternatively, approved fiscal assurance instruments) are deposited with the City of Bastrop.

Sec. 10.07.005 Alley Construction

a) Intent. Alleys serve TND developments well to distribute services and vehicles to the rear of the lots. Limiting the interruptions into the Public Realm adds to Walkability. Alley developments are preferred, therefore, Construction Standards provided in the various cross-sections are flexible to encourage the inclusion of Alleys.

b) Alleys surface types will vary by Character District and Place Type and can be found in the B3 Technical Manual.

   1) Width: A minimum width of 16 feet and a minimum right-of-way of 20 feet shall be required for all Alleys.

   2) Drainage: Adequate Drainage shall be provided with paved sections or by swales to drain all lots to Streets without Drainage easements through lots, where possible. The depth of Swale shall be as required for Drainage with a minimum longitudinal slope of 0.5% toward a Street or Drainage easement.

Sec. 10.07.006 Street Monuments and Property Markers

a) Property subject to platting shall follow the Standards for Street monuments and property markers within this code.

b) Exceptions: Street Monument and Property Marker requirements shall not apply to lots meeting the requirements of Administrative Plat and/or being processed under the procedure.

ARTICLE 10.08 ALLOCATION AND STRUCTURE OF BLOCKS

Sec. 10.08.001 Intent

The intent of this Article is to establish standards governing the allocation, configuration, and structural organization of blocks in order to promote orderly development, efficient land use, and functional circulation. These provisions are designed to ensure that block layouts support public safety, accessibility, connectivity, and the logical extension of transportation and utility networks, while allowing flexibility to accommodate site conditions, development patterns, and community character. The requirements of this Article are intended to be applied in a manner consistent with the overall goals and policies of the applicable comprehensive plan and this code.

Sec. 10.08.002 Blocks

a) The internal Street Network shall be structured to define blocks with the following maximum Block lengths (not including exterior R.O.W. dedication):

   1) Maximum block length: 1,000 feet

   2) Minimum block length: 330 feet

b) Block Faces in residential, mixed-use, or commercial districts exceeding 660 feet shall be equipped with a 15’ Pedestrian way, including a 6’ paved sidewalk.

c) Blocks adjacent to undeveloped land, areas unsuitable for Development, or pre-existing incomplete blocks may be exempt from Block Face length requirements by Subdivision Variance.

ARTICLE 10.10 WATER AND WASTEWATER

a) Water Lines: The Applicant shall provide all water lines necessary to properly serve each Lot of the Development and ensure that existing and/or new water facilities can supply the required demand for domestic use and for fire protection at the desired pressure. The Applicant shall bear all costs for extending water service from existing City water lines to the Development. All water lines and service connections shall meet the current City of Bastrop Construction Standards. The Applicant shall submit a certificate to the DRC certifying that the system has been designed in accordance with the current requirements of the state regulatory agency and the City of Bastrop.

b) Fire Hydrants: Fire hydrants will be provided at a maximum spacing of 600 feet in Residential areas and 300 feet in Commercial or Industrial areas, or as required by the Fire Code. All hydrants shall be standard three-way post-type dry barrel hydrants complying to AWWA Standards with 6 inch or larger connections to mains. Fire hydrants shall be in accordance with current City of Bastrop Construction Standards.

c) Wastewater Lines: The Applicant shall provide all sewer lines necessary to properly serve each Lot of the Development and ensure that existing lines and facilities can adequately serve the proposed Development. The Applicant shall bear all costs for extending existing City sewer lines and facilities to service the proposed Development. All sewer lines and service connections shall meet the current City of Bastrop Construction Standards. Connection to the City's wastewater collection system shall only be permitted if the recipient of City sewer service is also a recipient of City of Bastrop water service at the location being connected.

d) Septic systems will not be permitted within a standard division of land. Septic systems must comply with the City Utility Standards, permits, and process.

ARTICLE 10.11 EASEMENTS

a) The Applicant platting property shall dedicate easements as follows:

1) All easements created prior to the subdividing of any tract of land must be shown on the preliminary Plat. The Applicant shall Plat lots and dedicate easements for utilities and Drainage ways in the following manner:

A. Easements for utilities, Drainage ways, or Transmission Lines shall be retained on front, side, and/or rear Lot lines as required by the City and utility companies. Easements across parts of a Lot other than as described above shall be required as deemed necessary and most appropriate by the City. The DRC shall require access for ease of maintenance of all easements.

2) Off-site Easements:

A. Easements in areas adjoining a proposed Development necessary to provide adequate Drainage thereof or to serve such Development with utilities shall be obtained by the Applicant prior to Final Plat approval.

3) Privately-owned Easements.

ARTICLE 10.13 PUBLIC IMPROVEMENT PLANS

The applicant is responsible for planning, constructing, and financing all public improvements associated with Subdivisions and land development. The applicant must have an engineer registered in the State of Texas prepare a complete set of improvement plans for constructing required improvements. Such plans shall be based on the approved preliminary plat, zoning district, and DRC approval stipulations. The applicant must prepare these plans in conjunction and in conformance with the final plat. Improvement plans shall be subject to City approval prior to recordation of the final plat.

Sec. 10.13.001 Reasons for Public Improvement Plans

a) Capital improvements.

b) Subdivisions.

c) Relocations for buildings, utility conflicts, infrastructure improvements, etc.

d) New building construction building improvements.

e) Connecting existing buildings to infrastructure.

Sec. 10.13.002 Types of Public Improvement Plans

a) Streets, sidewalks, signals, intersection, streetscape, and/ or paving.

b) Storm Sewer detention (See City of Bastrop Drainage Manual Chapter 6).

c) Water, Sanitary Sewer, trunklines, extensions.

d) Erosion control.

ARTICLE 10.14 INFRASTRUCTURE REQUIREMENTS

Sec. 10.14.001 Water System

a) The applicant shall provide all water lines necessary to properly serve each lot of the neighborhood and ensure that existing, and/or new water facilities can supply the required demand for domestic use and for fire protection at the desired pressure. The applicant shall bear all costs for extending water service from existing City water lines to the subdivision. All water lines and service connections shall meet the current City of Bastrop Construction Standards. The applicant shall submit a certificate to the Director of Planning and Development certifying that the system has been designed in accordance with the current requirements of the State regulatory agency and the City of Bastrop.

Sec. 10.14.002 Water Lines

a) Piping for water mains and connections shall be ductile iron, or AWWA C900 polyvinyl chloride pipe. Service piping shall be copper for all commercial services and polyethylene for all residential services as approved by the City Engineer. All pipe and fittings shall be new and unused. All pipe and fittings shall conform to the latest Construction Standards.

b) When recommended by the City Engineer and approved by the City Council and so noted in the preliminary plat or final plat review, larger lines shall be installed.

Sec. 10.14.003 Valves

a) At intersections of water distribution lines, the number of valves shall be one less than the number of radiating lines, 2 valves for tee connection, and 3 valves for cross connection. Valves shall be located at the P.C. or P.T. of the nearest property line. All valves shall conform to the latest standards of the American Water Works Association.

Sec. 10.14.004 Fire Hydrants

a) Fire hydrants will be provided at a maximum spacing and shall meet the specifications per the IFC as adopted by the City. Hydrants shall be standard three-way post-type dry barrel hydrants complying to AWWA Standards with 6 inch or larger connections to mains.

Sec. 10.14.005 On-Site Wastewater Systems

a) Lots 0.5 acre or greater outside the wastewater CCN shall be permitted to utilize individual on-site sewage facility methods for sewage disposal; except that lots in subdivisions properly platted, approved, and recorded prior to April 20, 1981, shall be exempt from this 0.5 acre minimum lot size requirement, to the extent permitted by current design criteria for on-site sewage facilities and administrative rules of the state commission on environmental quality, or any successive agency.

b) All individual surface and subsurface methods for sewage disposal (including septic systems) within the City jurisdiction shall have a site-specific design by a registered professional engineer or a registered sanitarian; and such engineer or sanitarian shall, upon development completion, certify that the installation has been completed in accordance with that engineer's or sanitarian's approved design plans. Such certification and plans shall be satisfactory to the City's designated representative (City Engineer).

c) Septic Systems will not be permitted within the wastewater CCN service territory of the City. No person may cause or allow the installation of an on-site sewage facility when any part of the facility is to be within 300 feet in horizontal distance (measured on the closest practical access route) of an existing TCEQ or any successive agency approved organized sewage disposal/collection system, unless one of the following requirements has been met.

    1) An applicant has received a written denial of service from the owner or governing body of the Texas Commission on Environmental Quality or any successive agency approved organized disposal/ collection system; or

    2) An applicant can make a request to the Director of Public Works for exemptions.

Sec. 10.14.006 Street Lighting

a) Street lighting shall be provided by the applicant and shall be coordinated with Bastrop Power and Light or the electrical service provider department.

b) Lighting standards must comply with the City of Bastrop’s Dark Sky Ordinance in Section 14.04.003 of the Bastrop Development Code (Chapter 14 of the Code of Ordinances).

c) Street lights will generally be located at dead end streets, street intersections, and dangerous curves. Street light spacing shall be approved by the electric service provider and the Development Review Committee.

Sec. 10.14.007 Streets and Alleys

a) The applicant shall grade and construct all streets and alleys within the development to cross sections, grades, and standards in Construction Standards as approved by the City.

Sec. 10.14.008 Sidewalks

a) Sidewalk width is determined by the TMP Functional Class and Frontage Context in accordance with Chapter 14 of the Code of Ordinances, Section 14.04.002. Sidewalks will be required at the time of Plat, except for Minor/Administrative Plats may be required at the time of Site Development Plan or Building Permit if a site plan is not required.

b) Sidewalks in Rural Districts will have meandering sidewalks or trails located into the natural setting within the public right-of-way. Design approval will be determined by the DRC.

c) Sidewalks shall be parallel to and not more than 2 feet above or below adjacent curb grade, and shall be located inside the dedicated right-of-way line and situated wholly within the dedicated right-of- way unless site constraints exist.

    1) If any portion of the sidewalk must be located on private property, a public access easement must be granted to the City. The portion of public sidewalk within private property may be granted credit for onsite impervious cover or drainage as approved by the Engineering Department and agreed upon by the City Manager.

d) The area between curb and sidewalk shall be excavated or filled to provide a uniform grade to match with the longitudinal street grade.

e) The ground elevation at the right-of-way line shall be not more than 2 feet nor less than 3 inches above the elevation of the top of the adjacent curb.

f) All sidewalks shall be of a continuing common surface, not interrupted by steps or abrupt changes in level.

g) Wherever walks end, cross streets or parking areas, they shall bend to a common level by constructing handicapped ramps in compliance with ADA dimensions and regulations.

h) All sidewalks shall be trowel smoothed on the surface Construction details shall be in accordance with the City's Construction Standard specifications.

ARTICLE 10.15 SUBDIVISION PLAT SUBMISSION REQUIREMENTS

Sec. 10.15.001 Plat Submission

a) The Applicant shall submit a plat of the entire area being subdivided. Each application shall contain the following documents in order to be deemed administratively complete. If all items are not present, the application will not be accepted. The submission will be considered a filed application on the next Uniform Submittal Date after which the submission has been considered administratively complete.

1) Completed and signed Planning Application.

2) Agent Authorization Letter.

3) Signed Project Description Letter explaining proposed project, including number of lots existing and proposed, and if those lots are residential or commercial. If submission is for Vacating Plat, the Project Description Letter must provide evidence that the current plat does not meet the proposed development, granting the vacation would not be detrimental to the public health, safety, or welfare or otherwise injurious to the other property in the area, does not substantially conflict with the Comprehensive Plan and the purposes of the Subdivision Regulations or the Development Code, and would not generally apply to other properties in the area, and contain signatures of owners of all lots within the original subdivision, if not under common ownership.

4) Bastrop Central Appraisal District Map highlighting the subject property.

5) Copy of deed showing current ownership.

6) Copy of current tax statement of account or tax receipt showing taxes have been paid.

7) Utility Easement Release approvals from all utility providers.

8) Proof of ability to serve by each proposed utility or completed utility evaluation by the City, if utility is provided by the City.

9) **Digital Submittal:** Digital submittals are accepted through the City's online permitting software. Application will not be accepted if all required materials are not included in the submittal.

A. **GIS or AutoCAD Files** – Properties with four (4) or more lots should include files that show new parcel layout and easements formatted in a GIS geodatabase file or shape file; AutoCAD dwg file spatially referenced using NAD_1983_StatePlane_Texas_Central_FIPS_4203_ Feet. should be Parcels_ProjectName and Easements_ProjectName.

10) Plat filing fee shall be paid at the time of the submission as set forth in City of Bastrop Master Fee Schedule.

11) Copy of original plat, if filing an Amending Plat or Replat.

12) Proof of approved variances, if any.

13) All other required submittals and approvals required by this chapter.

14) Proof that all contractors have been paid.

15) Include a shape file of the platted property only if said property has four (4) or more lots.

Sec. 10.15.002 Plat Requirements

The plat shall be drawn to scale and shall show or be accompanied by the following information:

AP - AMENDING PLAT

MP - MINOR PLAT

RP - REPLAT

PP - PRELIMINARY PLAT

FP - FINAL PLAT

a) Plat Detail	AP	MP	RP	PP	FP
1. The name of the subdivision, which shall not duplicate an existing or pending subdivision.	X	X	X	X	X
2. The total acreage and the proposed total number of lots and blocks within the subdivision and the total acreage of rights-of-way.	X	X	X	X	X
3. The name of the owner and address. If the owner is a partnership, corporation, or other entity other than an individual, the name of the responsible individual such as president or vice-president must be given.	X	X	X	X	X

a) Plat Detail	AP	MP	RP	PP	FP
4. The name of the licensed public surveyor and licensed engineer, when required, responsible for preparing the plat.	X	X	X	X	X
5. Scale: 1" = 100'.	X	X	X	X	X
6. North arrow, north to be at top of sheet, if possible.	X	X	X	X	X
7. Legend, depicting all symbols, located beside the plat sketch.	X	X	X	X	X
8. Date, revision block, and each revision shall bear a new date.	X	X	X	X	X
9. Applicable Plat Notes as shown in Article 4.2b	X	X	X	X	X
10. Ownership boundaries shall be drawn in very heavy lines and shall include overall dimension and bearings.	X	X	X	X	X
11. Adjacent boundary lines and adjacent right-of-way lines of the proposed subdivision drawn with dashed lines.	X	X	X	X	X
12. A tie to an original corner of the tract of land of which subdivision is a part.	X	X	X	X	X
13 Name and location of adjacent subdivision, streets, easements, pipelines, water courses, etc. and the property lines and name of all adjoining property owners.		X	X	X	X
14. Name and location of adjacent subdivisions, streets, and property lines.	X				

a) Plat Detail	AP	MP	RP	PP	FP
15. Existing and proposed topographic and planimetric features within the subdivision, including water courses and ravines, high banks, width of existing and proposed easements, and any other physical features pertinent to the subdivision. Contour lines at two (2) foot intervals in terrain with a slope of two (2) percent or less and five (5) foot intervals in terrain with slope greater than two (2) percent.		X	X	X	X
16. Existing transportation features within the subdivision including the location and width of right-of-way, streets, alleys, and easements.	X	X	X	X	X
17. Proposed features to be dedicated for public use including location, right-of-way, pavement width, surfacing, and name of streets; approximate width and depth of all lots; and location of building lines, alleys, parks, squares, public easements, sanitary facilities, utilities, and sanitary control easements.	X	X	X	X	X
18. Lot and block lines and numbers of all lots and blocks proposed to be created with complete dimensions for front, rear and side lot lines.	X	X	X	X	X
19. Floodway, 100-year flood plain and finish floor elevation.	X	X	X	X	X
20. Locations and size of dimensions of existing utilities, drainage facilities, streets, alleys, and easements.	X	X	X	X	X
21. Location of City limits line, the outer border of the City's extraterritorial jurisdiction, and zoning district boundaries, if they traverse the subdivision, form part of the subdivision, or are contiguous to such boundary.	X	X	X	X	X

a) Plat Detail	AP	MP	RP	PP	FP
22. Key Map. A key map showing relation of subdivision to well-known streets in all directions to a distance of at least one (1) mile.	X	X	X	X	X
23. An accurate on-the-ground boundary survey of the property with bearing and distances and showing the lines of all adjacent land, streets, easements, and alleys with their names and width. (Streets, alleys and lot lines in adjacent subdivisions shall be shown dashed). All necessary data to reproduce the plat on the ground must be shown on the plat.		X	X	X	X
24. A complete legal description by metes and bounds of the land being subdivided (field notes).		X	X	X	X
25. For streets to be dedicated: Complete curve data (delta, length of curve, radius, point of reverse curvature, point of tangency, chord length, and bearing) shown on each side of the street; length and bearing of all tangents; dimensions from all angle points of curve to an adjacent side lot line shall be provided.			X		X
26. For water courses and easements to be dedicated: Distances to be provided along the side lot lines from the front lot line or the high bank of a stream. Travers line to be provided along the edge of all large water courses in a convenient location, preferably along a utility easement or drainage if paralleling the easement or stream. The 100- year flood plain easement shall be shown where applicable. A note shall be provided prohibiting construction within the 100-year flood plain except for public streets or roads or utilities.			X		X

a) Plat Detail	AP	MP	RP	PP	FP
27. A Certificate of ownership and dedication to the public of all streets, easements, alleys, parks, playgrounds, or other dedicated public uses, signed and acknowledged before a notary public by the owners and any holders of liens against the land.			X		X
28. A certificate of approval to be signed by the Planning & Zoning Chair shall be placed on the face of the plat.			X		X
29. The certificate of the licensed public surveyor who surveyed, mapped and monumented the land shall be placed on the face of the plat.			X		X
30. Phasing Plan				X	

b) Standard Plat Notes	AP	MP	RP	PP	FP
1. The Benchmarks used are INSERT BENCHMARK DATA AND MONUMENT DATA.	X	X	X	X	X
2. Water service is provided by the INSERT NAME OF PROVIDER.			X	X	X
3. Wastewater service is provided by INSERT NAME OF PROVIDER.			X	X	X
4. Electric service is provided by INSERT NAME OF PROVIDER.			X	X	X
5. All easements of record as indicated on the most recent title run, dated INSERT DATE, conducted by INSERT NAME for this property are shown on this plat.	X	X	X	X	X
6. This Plat conforms to the Preliminary Plat approved by the Planning & Zoning Commission on INSERT APPROVAL DATE.					X
7. All subdivision permits shall conform to the City of Bastrop Code of Ordinances, public improvement standards, and generally accepted engineering practices as defined in Chapter 1, Subdivisions of the B^3 Code.			X	X	X
8. Construction Plans and Specifications for all subdivision improvements shall be reviewed and accepted by the City of Bastrop prior to any construction within the subdivision.				X	X

b) Standard Plat Notes	AP	MP	RP	PP	FP
9. The owner of this subdivision, and his or her successors and assigns, assumes sole responsibility for plans for construction of subdivision improvements which comply with applicable codes and requirements of the City of Bastrop. The owner understands and acknowledges that plat vacation or re-platting may be required, at the owner's sole expense, if plans to construct this subdivision do not comply with such codes and requirements.			X	X	X
10. By approving this plat, the City of Bastrop assumes no obligation to construct any infrastructure in connection with this subdivision. Any subdivision infrastructure required for the development of the lots in this subdivision is the sole responsibility of the developer and/or the owners of the lots. Failure to construct any required infrastructure to City standards may be just cause for the City to deny applications for certain development permits including building permits, site plan approvals and/or Certificate of Occupancy.				X	X
11. Fiscal surety for subdivision construction, in a form acceptable to the City of Bastrop, shall be provided prior to plat approval by the City.				X	X
12. No lot in this subdivision shall be occupied until connected to the approved water distribution and wastewater connection facilities.			X	X	X
13 Wastewater and Water systems shall conform to Texas Commission on Environmental Quality (TCEQ).			X	X	X
14. All utilities will be underground.	X	X	X	X	X
15. Impact fees shall be assessed in accordance with the ordinance effective at the time of platting.		X	X	X	X

b) Standard Plat Notes	AP	MP	RP	PP	FP
16. Developer or property owner shall be solely responsible for all relocation and modifications to existing utilities.	X	X	X	X	X
17. A portion of this tract is within a flood hazard area as shown on the Flood Insurance Rate Map Panel # STATE NUMBER for Bastrop County, Effective INSERT DATE, INSERT COMMUNITY NUMBER Community Number, and is on Zone INSERT ZONE.	X	X	X	X	X
18. Temporary and permanent easements to be provided, as required at the City's sole discretion for off-site improvements.			X	X	X
19. As shown hereon, a ten (10) foot wide public utility easement (P.U.E.) is hereby dedicated adjacent to street Rights-of-Way on all lots. A five (5) foot wide P.U.E. is hereby dedicated along each street and rear lot line. (Change to 20 foot adjacent to ROW in BP&L service area.)	X	X	X	X	X
20. Property owner shall provide for access to all easements as may be necessary and shall not prohibit access by government authorities.	X	X	X	X	X
21. No building, fences, landscaping, or other structures are permitted within drainage easements shown, except as approved by the City of Bastrop and/or Bastrop County.	X	X	X	X	X
22. All easements on private property shall be maintained by the property owner or his or her assignees.	X	X	X	X	X

b) Standard Plat Notes	AP	MP	RP	PP	FP
23. No lot or structure shall be occupied prior to the Applicant submitting to the City of Bastrop documentation of subdivision/site registration with the Texas Department of Licensing and Regulations (TDLR) and provide documentation of review and compliance of the subdivision construction plans with Texas Architectural Barriers Act (TABA).					X
24. Erosion and sedimentation controls constructed in accordance with the Subdivision Ordinance of the City of Bastrop are required for all construction on each lot, including single family and duplex construction.		X	X	X	X
25. Public utility and drainage easements where shown and/or described hereon are intended to indicate an easement for construction, operation, and maintenance of public utilities and drainage ways; including, but not limited to, sanitary sewers, force mains, water lines, telephone signal conduits, electric conductors, drainage pipes, and natural gas lines.		X	X	X	X
STANDARD PLAT NOTES SPECIFIC TO CITY LIMITS:					
26. Sidewalks shall be constructed in accordance with the Subdivision Chapter of the B³ Code.	X	X	X	X	X
27. Prior to construction of any improvements on lots in the subdivision, building permits will be obtained from the City of Bastrop.		X	X	X	X
28. Building setbacks shall be in accordance with the Subdivision Chapter of the B³ Code.	X	X	X	X	X

b) Standard Plat Notes	AP	MP	RP	PP	FP
STANDARD PLAT NOTES SPECIFIC TO EXTRATERRITORIAL JURISDICTION:					
29 A Bastrop County development permit is required prior to any site development.	X	X	X	X	X
STANDARD PLAT NOTES SPECIFIC TO BASTROP POWER & LIGHT:					
30 Blanket Temporary Access and Construction Easement Document # INSERT NUMBER has been provided for construction access.		X	X	X	X
31 Upon completion of construction and installation of the Electric Facilities on the Property, the developer/owner shall have the Permanent Utility Easement (20 foot easement, to include a 10 foot buffer around all non-opening sides and a 20 foot buffer around opening sides of equipment) surveyed by metes and bounds, at its sole cost and expense, and a copy of that Permanent Easement survey provided to BP&L for the granting and recording of a Permanent Public Utility Easement. The Blanket Temporary Access and Construction Easement shall be vacated as such time BP&L accepts and records the Permanent Public Utility Easement.		X		X	X
32 Any public utility has the right to prune and/or remove trees, shrubbery vegetation and other obstructions to the extent necessary to keep the easements clear. The owner/developer of this subdivision/lot shall provide such providers with any easement and or access required, in addition to those indicated, for the installation and ongoing maintenance of public utilities.	X	X	X	X	X

b) Standard Plat Notes	AP	MP	RP	PP	FP
33 The owner shall be responsible for installation of temporary erosion control, re-vegetation, and tree protection for electric utility work required to provide electric service to this project.		X		X	X
34 All fees must be paid before materials are ordered or construction of electric facilities will be scheduled.		X		X	X
35 Line extension fees are required to be assessed at the time of platting. Provide electric load calculations, number of services, or plans for review.		X	X	X	X
STANDARD PLAT NOTES, WHEN APPLICABLE:					
36 Variance from INSERT CODE AND VARIANCE DESCRIPTION was approved by the City of Bastrop on INSERT DATE.	X	X	X	X	X
37 Residential corner lots on unequal class street shall only access the street with the lower classification. Access for INSERT LOT is prohibited to INSERT STREET NAME.	X	X	X		X
38 All restrictions and notes from the previous existing subdivision, INSERT SUBDIVISION NAME, recorded in INSERT RECORDATION NUMBER, plat records, Bastrop County, Texas, shall apply to this plat.	X		X		X

c) Signature Block	AP	MP	RP	PP	FP
1 Planning & Zoning Commission Approval Format			X	X	X

Approved this INSERT DAY day of INSERT MONTH, INSERT YEAR, A.D. by the Planning & Zoning Commission of the City of Bastrop, Texas.

Approved: **Attest:**

_____ _____

Planning & Zoning Commission Chair **City Secretary**

c) Signature Block	AP	MP	RP	PP	FP
2 Administrative Approval Format	X	X			

Administratively approved and accepted by the City of Bastrop this INSERT DAY day of INSERT MONTH, INSERT YEAR.

Approved: **Attest:**

_____ _____

City Manager **City Secretary**

_____

Director of Planning & Development

c) Signature Block	AP	MP	RP	PP	FP
3 Certificate of the Licensed Public Surveyor	X	X	X	X	X

The State of Texas§ County of

Bastrop§

KNOW ALL MEN BY THESE PRESENTS

That I, INSERT NAME, do hereby certify that I prepared this plat from an actual and accurate on-the-ground survey of the land and that the corner monuments shown thereon were properly placed under my personal supervision, in accordance with the subdivision regulations of the City of Bastrop, Texas.

_____

Signature and Seal of Registered Public Surveyor **Date**

c) Signature Block	AP	MP	RP	PP	FP
4 Certificate of the Licensed Engineer	X	X	X	X	X

The State of Texas§

County of Bastrop§

KNOW ALL MEN BY THESE PRESENTS

That I, INSERT NAME, do hereby certify that the information contained on this plat complies with the subdivision regulations for the City of Bastrop, Texas and that the 100 year flood plain is as shown and will be contained within the drainage easement and or drainage right-of-way, as shown hereon.

_____

Signature and Seal of Registered Engineer **Date**

c) Signature Block	AP	MP	RP	PP	FP
5 Owner's Signature Block	X	X	X		X

The State of Texas§

County of Bastrop§

KNOW ALL MEN BY THESE PRESENTS

That we, INSERT NAME(S) OF OWNER(S), being the owners of INSERT NUMBER OF ACRES acres out of INSERT LEGAL DESCRIPTION, according to the map or plat recorded in Plat Cabinet INSERT NAME, Page INSERT NUMBER, plat records of Bastrop County, Texas and as conveyed to us by deeds recorded in Instrument Number INSERT NUMBER of the official public records of said county do hereby subdivide said land with the plat shown hereon, to be known as INSERT SUBDIVISION NAME subject to easements and restrictions heretofore granted and not released and do hereby dedicate any streets and/or easements shown hereon to the public.

Witness my hand this INSERT DAY day of INSERT MONTH, INSERT YEAR, A.D.

_____

Property Owner Name

_____

Property Owner Address

c) Signature Block	AP	MP	RP	PP	FP
6 County Clerk Signature Block	X	X	X	X	X

The State of Texas§

County of Bastrop§

I, INSERT COUNTY CLERK'S NAME, County Clerk of Bastrop County, Texas, do hereby certify that the foregoing instrument of writing and its certificate of authentication was filed for record in my office on the INSERT DAY day of INSERT MONTH, INSERT YEAR, A.D. at INSERT HOUR o'clock INSERT AM BEFORE NOON or PM AFTER NOON, in the plat records of Bastrop County, Texas in Plat Cabinet INSERT NAME, Page INSERT NUMBER.

Filed for record on the INSERT DAY day of INSERT MONTH, INSERT YEAR, A.D.

_____

Deputy County Clerk, Bastrop County, Texas

Sec. 10.15.003 Incomplete Submissions

All plat submittals shall be reviewed for completeness and must be deemed administratively complete to be considered filed. All incomplete submissions will be returned to applicant on the date listed for completeness checks on the Plat Schedule of Uniform Submittal Dates adopted annually in September by City Council.

Sec. 10.15.004 Authority Responsible for Approval

The municipal authority responsible for approving plats is the City of Bastrop Planning & Zoning Commission unless authority is granted to the Director of Planning & Development for Administrative Plats.

Sec. 10.15.005 Action Taken by Planning and Zoning Commission

a) The Planning & Zoning Commission or Director of Planning & Development, as appropriate, shall approve, approve with conditions, or disapprove a plat within 30 days after the date the plat is filed on a Uniform

Submittal Date in accordance with Chapter 212, Section 212.009. A plat is considered approved by the municipal authority unless it is approved with conditions or disapproved within that period.

b) If the plat is disapproved, the Planning & Zoning Commission or Director of Planning & Development, as appropriate, shall provide a written statement to the Applicant listing the deficiencies that the plat has as related to specific City ordinances or state law.

c) After disapproval, the Applicant may submit to the City a written response that remedies each reason for disapproval provided on a Uniform Submittal Date. If the Applicant responds to the written comments, the Planning & Zoning Commission or Director of Planning & Development, as appropriate, will approve or disapprove the plat within 15 days of resubmission. If disapproved, the Planning & Zoning Commission shall provide a written statement to the Applicant listing the deficiencies the plat has as related to specific this Code or state law.

Sec. 10.15.006 Expiration of Preliminary Plat Approval

Approval of the Preliminary Plat does not constitute acceptance of the subdivision, but is authority to proceed with the preparation of the Final Plat. The approved Preliminary Plat shall expire 2 years from the date such plat was approved, if no progress has been made towards completion of the project pursuant to Texas Local Government Code Chapter 245, Issuance of Local Permits, Section 245.005 - Dormant Projects, and the Bastrop Code of Ordinances.

Sec. 10.15.007 Responsibility

Notwithstanding the approval of any Final Plat by the Planning & Zoning Commission, the Applicant and the engineer that prepares and submits such plats shall be and remain responsible for the adequacy of the design and nothing in this chapter shall be deemed or construed to relieve or waive the responsibility of the Applicant’s engineer with respect to any plat submitted.

Sec. 10.15.008 Recordation

After approval of the plat and only after the approval statement in the Plat Signature Blocks has been executed, the City shall file the original of the plat in the Bastrop County Clerk's office after all public improvements, if required, have received final acceptance in accordance with all City Ordinances, or posted fiscal security under this Code. One copy of the plat shall be provided to the Director of Planning & Development for filing. The plat shall be submitted on a 24” x 36” mylar sheet(s) with all appropriate signatures provided on the City of Bastrop signature

blocks. A current copy of a tax certificate showing all taxes have been paid will be required prior to the City filing the plat with the County.

Sec. 10.15.009 Fees

a) Platting fees shall be paid at the time of the submittal in accordance with the City's Master Fee Schedule.

b) An application is not administratively complete until all applicable fees have been submitted.

ARTICLE 10.16 PARKLAND DEDICATION AND PARK ENRICHMENT FUND

Sec. 10.16.001 Adoption.

Section 10.01.003 - Purpose, Section 10.01.004 - Time of Dedication and Assessment, Section 10.01.005 - Exemptions, Section 10.01.006 - Land Dedication, Section 10.01.007 - Park Development Fund (Fee in Lieu of Dedication), Section 10.01.008 Park Enrichment Fee, Section 10.01.009 - Park Development Improvements in Lieu of Park Enrichment Fee, Section 10.01.010 - Additional Dedication, Section 10.01.011 - Prior Dedication, Section 10.01.012 - Additional Requirements, Section 10.01.013 - Review of Dedication Requirements, and Section 10.01.014 Definitions are hereby adopted and incorporated into the Bastrop Building Block (B3) Code, Chapter 1 Subdivision and Chapter 7 Public Realm Development Standards.

(Ord. No. 2025-19, § 1(Exh. A), 3-11-25)

Sec. 10.16.002 Purpose.

(a) The purpose of this chapter is to provide city planned recreational areas in the form of public parks as a function of the subdivision of land for residential uses and site development in the city.

(b) Public parks are those public open spaces providing for a variety of outdoor recreational opportunities and located at convenient distances within a development from a majority of the residences to be served by said development.

(Ord. No. 2025-19, § 1(Exh. A), 3-11-25)

Sec. 10.16.003 Time of dedication and assessment.

Public park dedications shall be established at the time of filing a subdivision plat with the City of Bastrop. The developer shall have the option to pay a fee in lieu to the City of Bastrop, which shall be calculated as provided for in the city's then-adopted Master Fee Schedule to mitigate the parkland dedication requirements established in this section. The fee will be assessed at the time of the filing of the plat, per the adopted fee in the Master Fee Schedule, and collected prior to the recordation of the plat.

Plats filed with the City of Bastrop after the effective date of this ordinance shall be subject to the provisions of this ordinance listed herein.

Preliminary plats shall either demonstrate the developments ability to satisfy the Parkland dedication requirements of this ordinance, or have a plat note added to the face of the plat acknowledging the obligation to pay a fee-in-lieu in place of parkland dedication.

(Ord. No. 2025-19, § 1(Exh. A), 3-11-25)

Sec. 10.16.004 Exemptions.

(a) The following shall be excluded from the requirements of this Section:

(1) Amending plats which have previously satisfied the requirements of this Section, or are not creating additional lots;

(2) Commercial developments/uses that are not multi-family developments (as defined in Section 10.01.014).

(Ord. No. 2025-19, § 1(Exh. A), 3-11-25)

Sec. 10.16.005 Land dedication.

(a) The provisions of this section shall apply to the division of land into five (5) or more lots, or the platting of any lot five (5) acres or greater, within the city limits. This section shall apply to all major plats. Minor plats shall be exempt from parkland dedication requirements.

(b) Whenever a final plat for a residential subdivision within the city limits of the City of Bastrop is filed, such plat shall contain a clear, fee simple dedication within the subdivision to the city for park purposes.

(c) For subdivisions where all lots are for single-family housing types, the dedication requirement shall be determined by the ratio of one acre for each one hundred (100) proposed dwelling units (as defined in section 10.01.014). (Example: 1 dwelling (du) = 0.01 acres; 25 du's = 0.25 acres; 75 du's = 0.75 acres; 200 du's = 2 acres.)

(1) The land must be a minimum of three (3) contiguous acre in size. Land may be considered contiguous if it abuts both sides of a street with a local classification and the separate areas are joined by a marked pedestrian crossing. For subdivisions that will be dedicating less than three (3) acres of land at the time of dedication, a fee-in-lieu as established in section 10.01.007 shall be required in place of parkland dedication.

(d) For subdivisions where lots are for multi-family units, the dedication requirement shall be determined by the ratio of one acre for each two hundred (200) proposed multi-family units (as defined in section 10.01.014). (Example: 1 multi-family unit (mfu) = 0.005 acres; 25 mfu's = 0.125 acres; 75 mfu's = 0.375 acres; 300 mfu's = 1.5 acres.)

(1) The land must be a minimum of three (3) contiguous acre in size. Land may be considered contiguous if it abuts both sides of a street with a local classification and the separate areas are joined by a marked pedestrian crossing. For subdivisions that will be dedicating less than three (3) acres of land at the time of dedication, a fee-in-lieu as established in section 10.01.007 shall be required in place of parkland dedication.

(e) For subdivisions with both single-family and multi-family units, the appropriate dedication requirement in paragraphs 10.01.006.B and 10.01.006.C shall apply proportionately.

(f) A preliminary plat shall show the area proposed to be dedicated.

(g) If parkland dedication is required due to a change from a nonresidential use to a residential use, and a preliminary or final plat is not required, this dedication shall be met prior to the issuance of a building permit.

(h) The area to be dedicated shall be measured and calculated at the centerline of any street bound by said park within the subdivision.

(i) Park entrances shall be located along collector or higher classification roadways.

(j) No more than twenty percent (20%) of the overall property being dedicated to the city shall be located in the floodway or 100-year floodplain (one percent (1%) annual chance flood hazard).

(k) A developer may dedicate only a portion of the required dedication and pay a fee-in-lieu of dedication for the remaining portion except that, the minimum land dedication shall be three (3) acres.

(l) In the case of Development Agreements, 380 Agreements, or Planned Development Districts, the city may negotiate alternative methods of compliance (AMOC). The AMOC shall meet or exceed the requirements of this ordinance.

(m) Adequate vehicular access shall be provided for parkland operation and maintenance. For public parkland areas not fronting a public street right-of-way or which back up to private properties, an access lot encumbered by a public access easement containing a trail connection, not less than thirty (30) feet in width, shall be dedicated and conveyed to connect to the public parkland a minimum of every one thousand (1,000) linear feet along the public street.

(n) The City reserves the right to inspect and evaluate any proposed parkland dedication to determine whether the location, size, and quality of the land are desirable and consistent with the Parks, Recreation, and Open Space Master Plan. If the city determines that the proposed parkland is unsuitable or inconsistent with city plans, the developer shall be required to pay a fee in lieu of dedication.

(Ord. No. 2025-19, § 1(Exh. A), 3-11-25; Ord. No. 2025-74, § 2(Exh. A), 11-4-25)

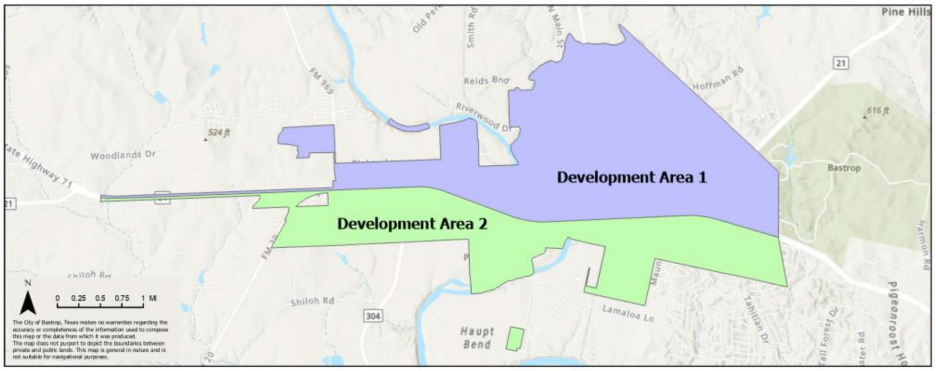
Sec. 10.16.006 Park development fund (fee in lieu of dedication).

(a) A special fund is established for the deposit of all sums paid in lieu of land dedication in accordance with this section or any preceding regulations. The fund shall be known as the "Park Development Fund."

(b) The city shall account for all sums paid in lieu of land dedication under this chapter with reference to the individual plats involved. Any funds paid for such purposes shall be expended by the city within ten (10) years from the date received by the city for the acquisition or development of public parks.

(1) Such funds shall be spent on a first-in, first-out basis. If not so expended, the owners of the property on the last day of such period shall be entitled to a refund of such sum, which shall be proportional to the amount of monies that remain unutilized from the funds collected for the fee in lieu of dedication. The owners of such property may request such refund in writing within twelve (12) months of the last day of the ten-year period, or such refund right shall be terminated.

(c) Park Development Funds collected in Development Area 1 may only be expended in Area 1, and fees collected in Development Area 2 may only be expended in Area 2. If at the time of dedication there is a conflict regarding fund allocation to the respective Development Area, the City Manager shall make the final determination for the allocation of fees to the appropriate Development Area.



*Please reference the Master Fee Schedule, Parkland Dedication for the fee-in-lieu amount

(Ord. No. 2025-19, § 1(Exh. A), 3-11-25)

Sec. 10.16.007 Park enrichment fee.

(a) The city will require a fee to be known as the park enrichment fee. The park enrichment fee shall be made at or prior to the time of filing the plat for recordation.

(b) The park enrichment fee shall be assessed at five hundred dollars ($500.00) per dwelling unit or multi-family unit, as defined in Section 10.01.014 of this article.

(c) The park enrichment funds shall be used for the acquisition of land for public parks and the development or construction of park improvements, including, but not limited to, necessary utility extensions.

(Ord. No. 2025-19, § 1(Exh. A), 3-11-25)

Sec. 10.16.008 Park development improvements in lieu of park enrichment fee.

A developer may propose constructing public park improvements in lieu of the payment of a park enrichment fee. The City Council may approve proposed improvements after receiving a recommendation from the Director of the Parks and Recreation Department. All improvements shall either be financially guaranteed or accepted by the city prior to the filing of the plat. The process of financial guarantee shall be the same as that found in the Bastrop Building Block (B3) Code.

Minimum park improvements shall include:

(1) Grading and clearing of unwanted vegetation;

(2) Installation of drainage and stream erosion control measures;

(3) Establishment of turf and planting of trees;

(4) Installation of perimeter streets, parking, sidewalks, streetlights, and street trees;

(5) Provision of water and sewer service;

(6) Two (2) acres or more must be improved.

Any additional park improvements proposed to be constructed by the developer must be consistent with the design criteria and objectives of the Parks, Recreation, and Open Space Master Plan.

(Ord. No. 2025-19, § 1(Exh. A), 3-11-25; Ord. No. 2025-74, § 2(Exh. A), 11-4-25)

Sec. 10.16.009 Additional dedication.

(a) If the actual number of completed dwelling units or multi-family units exceeds the figure upon which the original dedication was based, additional dedication shall be required and shall be made by the developer by payment of cash in lieu of land or by a conveyance of additional land to the city as required by this ordinance.

(b) Properties who are not vested under V.T.C.A., Local Government Code, ch. 245 shall be required to pay the fee in lieu of dedication at the time of building permit application.

(Ord. No. 2025-19, § 1(Exh. A), 3-11-25)

Sec. 10.16.010 Prior dedication.

If a dedication requirement arose prior to the effective date of these provisions, that dedication requirement shall be controlled by the public open space dedication requirements in effect at the time such obligation arose, except that additional dedication shall be required if the actual density of structures constructed upon the property is greater than the previously-assumed density. Additional dedication shall be required only for the increase in density and shall be based upon the ratio set forth in Section 10.01.006 of this article.

(Ord. No. 2025-19, § 1(Exh. A), 3-11-25)

Sec. 10.16.011 Additional requirements.

(a) Any land dedicated to the city under this chapter shall be suitable for park and recreation uses as determined by the city.

(b) Detention or retention areas may be accepted in addition to the required dedication but shall not exceed ten (10) percent of the overall land being dedicated for parkland to the city. If accepted as part of the park, the detention or retention area design shall be as determined by the city and shall meet all park requirements consistent with the Parks, Recreation, and Open Space Master Plan.

(c) Parks should be easy to access and open to public view so as to benefit area development, enhance the visual character of the city, protect public safety, and minimize conflict with adjacent land uses. The following guidelines should be used in designing parks and adjacent development:

(1) Where feasible, park sites should be located adjacent to greenways or schools in order to encourage both shared facilities and the potential co-development of new sites.

(2) A proposed subdivision adjacent to a park shall not be designed to restrict reasonable access to the park from other area subdivisions. Street and greenway connections to existing or future adjoining subdivisions may be required to provide reasonable access to parks.

(3) Notwithstanding another requirement, the city may require any local collector street built adjacent to a park to be constructed to a primary multi-modal street width along the park frontage to ensure access and prevent traffic congestion. The developer shall be entitled to enter into an oversize agreement with the city in such situations.

(Ord. No. 2025-19, § 1(Exh. A), 3-11-25)

Sec. 10.16.012 Review of dedication requirements.

The City Council shall review the fees set forth in this section only. The City Council shall take into account inflation as it affects land and park development costs as well as the city's targeted level of service for parkland.

(Ord. No. 2025-19, § 1(Exh. A), 3-11-25)

Sec. 10.16.013 Definitions.

Commercial uses shall mean structures used for office, local retail, general retail, and commercial services, property in a Planned Development District that allows for commercial use. Commercial uses are those used for the sale, lease, or rent of goods, services, or property.

Dwelling unit shall mean a single unit providing complete, independent living facilities for one (1) or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation.

Multi-family unit shall mean a multifamily unit is a classification of housing where multiple separate dwelling units for residential inhabitants are contained within one (1) building or several buildings within one (1) complex.

Public parkland shall mean land that is publicly owned or controlled through a legal dedication, easement, or other instrument, and is designated for public use for purposes such as parks, recreation, open space, or conservation.

(Ord. No. 2025-19, § 1(Exh. A), 3-11-25; Ord. No. 2025-74, § 2(Exh. A), 11-4-25)

ARTICLE 10.17 DEFINITIONS

Plat – (Texas Local Government Code §212.004) A map, drawing, or chart that shows the subdivision of a tract of land into two or more parts, including lots, streets, alleys, easements, or other portions intended for transfer of ownership or development. Includes a preliminary plat, final plat, and replat.

Standard Plat - A plat that requires review and approval by the Planning and Zoning Commission, including preliminary plats, final plats, and replats, due to the creation of new lots, changes to public infrastructure, or other substantive subdivision actions.

Administrative Plat – A plat approved administratively by city staff without Planning and Zoning Commission action, as authorized by local subdivision regulations. Typically limited to minor plats and amending plats that do not increase lot count, alter public infrastructure, or require public hearings.

Amending Plats – (Texas Local Government Code §212.016) A plat that corrects, modifies, or clarifies minor details of a previously recorded plat, including: Relocating lot lines; Correcting errors or omissions; Reducing the number of lots; Modifying dimensions or notes. An amending plat may not: Create additional lots; Include additional land not previously platted; Alter public streets or easements. May be approved administratively if allowed by ordinance.

Replat – (Texas Local Government Code §212.013) A plat that revises or resubdivides all or part of a previously platted subdivision, including the creation of additional lots or the rearrangement of existing lots, streets, or easements. Replats generally require public notice and Planning and Zoning Commission approval, unless qualifying for administrative approval under local ordinance.

Preliminary Plat – A proposed subdivision plat submitted for review prior to final platting that shows the general layout of lots, streets, utilities, drainage, and public improvements. Approval of a preliminary plat does not authorize recordation or development, but establishes the basis for preparation of a final plat.

Final Plat - A plat that conforms to an approved preliminary plat and meets all subdivision ordinance requirements, including required public improvements.Upon approval by the Planning and Zoning Commission or governing body, the final plat may be filed for record and authorizes development of the subdivision.

Dormant Final Plat - (Texas Local Government Code §212.0101) A final plat that has been approved but on which no development has occurred for a period of five years following approval. Once classified as dormant: New development must comply with current subdivision regulations; Certain vested rights may expire unless extensions are granted; Utility and infrastructure approvals may need to be updated.

Minor Plat - A subdivision of land that does not require public streets or infrastructure extensions and meets criteria established by local regulations. Often eligible for administrative approval.

ARTICLE 10.18 APPENDIX

Sec. 10.18.001 Appendix A: Plat Checklist

City of Bastrop, Texas
Plat Checklist

Planning Department • 1311 Chestnut Street • 512-332-8840

PLAT REQUIREMENTS ARE AS FOLLOWS:

The sub-divider shall submit a plat of the entire area being subdivided. Each Submittal Package shall contain the following documents in order to be deemed complete. If all items are not present, the submission will not be accepted. The submission will be considered a filed application on the next uniform submittal date after which the submission has been considered administratively complete.

A.	Completed and signed Planning Application.
B.	Agent Authorization Letter.
C.	Signed Project Description Letter explaining proposed project, including number of lots existing and proposed, and if those lots are residential or commercial. If submission is for Vacating Plat, the Project Description Letter must provide evidence that the current plat does not meet the proposed development, granting the vacation would not be detrimental to the public health, safety, or welfare or otherwise injurious to the other property in the area, does not substantially conflict with the Comprehensive Plan and the purposes of the Code, and would not generally apply to other properties in the area and contain signatures of owners of all lots within the original subdivision, if not under common ownership.
D.	Bastrop Central Appraisal District Map highlighting the subject property.
E.	Copy of deed showing current ownership.
F.	Certified Tax Statement showing taxes have been paid.
G.	Plat, submitted digitally.
H.	Copy of the approved Preliminary Drainage Study, if submitting a preliminary plat.
I.	Copy of the utility schematic/plan.
J.	Copy of letter outlining Planned Development requirements and how those required are addressed on the plat, if zoning is derived from a Planned Development.
K.	Utility Easement Release approvals from all utility providers.
L.	Proof of ability to serve by each proposed utility or completed utility evaluation by the City if utility is provided by the City.
M.	Digital Submittal: Accepted through the City's online permitting software and shall include:
	1. Main Application Materials shall be one document and include a title page called Application – (Specify Project Name), Completed Application, Agent Authorization Form, and Project Description Letter.
	2. Plats & Utilities plans shall be one document and include a title page called Plat Details –(Specify Project Name), Plat(s), drainage study, and utility schematics.
	3. Remaining Checklist Items shall be one document and include a title page called Checklist Items – (Specify Project Name), tax map, deed(s), tax certificate, and Planned Development Information (if applicable).
	4. GIS or AutoCAD Files – should include files that show new parcel layout and easements formatted in a GIS geodatabase file or shape file; AutoCAD dwg file spatially referenced using NAD_1983_StatePlane_Texas_Central_FIPS_4203_Feet. Files should be titled Parcels_ProjectName and Easements_ProjectName.

N.	Plat filing fee shall be paid at the time of the submission as set forth in City of Bastrop Master Fee Schedule.
O.	Copy of original plat, if filing an amending plat or replat.
P.	Proof of approved variances, if any.
Q.	All other required submittals and approvals required by the Chapter's 10 or 14 of the Code of Ordinances.
R.	For Final Plat, proof that all contractors have been paid.
S.	For Minor Plats in the ETJ, drainage calculations showing that the lots will not exceed 60% impervious cover.

	4.10.8A. - PLAT DETAIL	Amending	Minor	Replat	Preliminary Plat	Final Plat
1	The name of the subdivision, which shall not duplicate an existing or pending subdivision.	X	X	X	X	X
2	The total acreage and the proposed total number of lots and blocks within the subdivision and the total acreage of rights-of-way.	X	X	X	X	X
3	The name of the owner and address. If the owner is a partnership, corporation or other entity other than an individual, the name of the responsible individual such as president or vice-president must be given.	X	X	X	X	X
4	The name of the licensed public surveyor and licensed engineer, when required, responsible for preparing the plat.	X	X	X	X	X
5	Scale: 1” = 100’.	X	X	X	X	X
6	North arrow, north to be at top of sheet, if possible.	X	X	X	X	X
7	Legend, depicting all symbols, located beside the plat sketch.	X	X	X	X	X
8	Date, revision block, and each revision shall bear a new date.	X	X	X	X	X
9	Applicable Plat Notes as shown in Section 4.10.4	X	X	X	X	X
10	Ownership boundaries shall be drawn in very heavy lines and shall include overall dimension and bearings.	X	X	X	X	X

	4.10.8A. - PLAT DETAIL	Amending	Minor	Replat	Preliminary Plat	Final Plat
11	Adjacent boundary lines and adjacent right-of-way lines of the proposed subdivision drawn with dashed lines.	X	X	X	X	X
12	A tie to an original corner of the tract of land of which subdivision is a part.	X	X	X	X	X
13	Name and location of adjacent subdivision, streets, easements, pipelines, water courses, etc. and the property lines and name of all adjoining property owners.	X	X	X	X	X
14	Name and location of adjacent subdivisions, streets, and property lines.	X			X	X
15	Existing and proposed topographic and planimetric features within the subdivision, including water courses and ravines, high banks, width of existing and proposed easements and any other physical features pertinent to the subdivision. Contour lines at two (2) foot intervals in terrain with a slope of two (2) percent or less and five (5) foot intervals in terrain with slope greater than two (2) percent, to be a separate exhibit or removed prior to recordation.	X	X	X	X	X
16	Existing transportation features within the subdivision including the location and width of right-of-way, streets, alleys and easements.	X	X	X	X	X
17	Proposed features to be dedicated for public use including location, right-of-way, pavement width, surfacing, and name of streets; approximate width and depth of all lots; and location of building lines, alleys, parks, squares, public easements, sanitary facilities, utilities, and sanitary control easements.	X	X	X	X	X
18	Lot and block lines and numbers of all lots and blocks proposed to be created with complete dimensions for front, rear and side lot lines.	X	X	X	X	X
19	Floodway, 100-year flood plain and finish floor elevation.	X	X	X	X	X
20	Locations and size of dimensions of existing utilities, drainage facilities, streets, alleys, and easements.	X	X	X	X	X
21	Location of City limits line, the outer border of the City's extraterritorial jurisdiction and zoning district boundaries, if they traverse the subdivision, form part of the subdivision, or are contiguous to such boundary.	X	X	X	X	X
22	Key Map. A key map showing relation of subdivision to well-known streets in all directions to a distance of at least one (1) mile.	X	X	X	X	X

	4.10.8A. - PLAT DETAIL	Amending	Minor	Replat	Preliminary Plat	Final Plat
23	An accurate on-the-ground boundary survey of the property with bearing and distances and showing the lines of all adjacent land, streets, easements and alleys with their names and width. (Streets, alleys and lot lines in adjacent subdivisions shall be shown dashed). All necessary data to reproduce the plat on the ground must be shown on the plat.		X	X	X	X
24	A complete legal description by metes and bounds of the land being subdivided (field notes).		X	X	X	X
25	For streets to be dedicated: Complete curve data (delta, length of curve, radius, point of reverse curvature, point of tangency, chord length and bearing) shown on each side of the street; length and bearing of all tangents; dimensions from all angle points of curve to an adjacent side lot line shall be provided.			X		X
26	For water courses and easements to be dedicated: Distances to be provided along the side lot lines from the front lot line or the high bank of a stream. Traverse line to be provided along the edge of all large water courses in a convenient location, preferably along a utility easement or drainage easement if paralleling the easement or stream. The 100- year flood plain easement shall be shown where applicable. A note shall be provided prohibiting construction within the 100-year flood plain except for public streets or roads or utilities unless a floodplain permit is obtained.		X	X		X
27	A Certificate of ownership and dedication to the public of all streets, easements, alleys, parks, playgrounds, or other dedicated public uses, signed and acknowledged before a notary public by the owners and any holders of liens against the land.		X	X		X
28	A certificate of approval to be signed by the Planning & Zoning Chairman shall be placed on the face of the plat. See Section 4.10.7C1.			X		X
29	The certificate of the licensed public surveyor who surveyed, mapped and monumented the land shall be placed on the face of the plat.		X	X		X
30	Phasing Plan				X	

	4.10.8B. - STANDARD PLAT NOTES	Amending	Minor	Replat	Preliminary Plat	Final Plat
1	The Benchmarks used are: INSERT BENCHMARK DATA AND MONUMENT DATA.	X	X	X	X	X
2	Water service is provided by the INSERT NAME OF PROVIDER.	X	X	X	X	X
3	Wastewater service is provided by INSERT NAME OF PROVIDER.	X	X	X	X	X
4	Electric service is provided by INSERT NAME OF PROVIDER.	X	X	X	X	X

	4.10.8A. - PLAT DETAIL	Amending	Minor	Replat	Preliminary Plat	Final Plat
5	This Plat conforms to the Preliminary Plat approved by the Planning & Zoning Commission on INSERT APPROVAL DATE.					X
6	All subdivision permits shall conform to the City of Bastrop Code of Ordinances, public improvement standards, and generally accepted engineering practices.			X	X	X
7	Construction Plans and Specifications for all subdivision improvements shall be reviewed and accepted by the City of Bastrop prior to any construction within the subdivision.				X	X
8	The owner of this subdivision, and his or her successors and assigns, assumes sole responsibility for plans for construction of subdivision improvements which comply with applicable codes and requirements of the City of Bastrop. The owner understands and acknowledges that plat vacation or re-platting may be required, at the owner's sole expense, if plans to construct this subdivision do not comply with such codes and requirements.			X	X	X
9	By approving this plat, the City of Bastrop assumes no obligation to construct any infrastructure in connection with this subdivision. Any subdivision infrastructure required for the development of the lots in this subdivision is the sole responsibility of the developer and/or the owners of the lots. Failure to construct any required infrastructure to City standards may be just cause for the City to deny applications for certain development permits including building permits, site plan approvals and/or Certificate of Occupancy.				X	X
10	Fiscal surety for subdivision construction, in a form acceptable to the City of Bastrop, shall be provided prior to plat approval by the City.				X	X
11	No lot in this subdivision shall be occupied until connected to the approved water distribution and wastewater connection facilities.			X	X	X
12	Wastewater and Water systems shall conform to Texas Commission on Environmental Quality (TCEQ).			X	X	X
13	All new utilities will be underground.	X	X	X	X	X
14	Impact fees shall be assessed in accordance with the ordinance effective at the time of platting.		X	X	X	X
15	Developer or property owner shall be solely responsible for all relocation and modifications to existing utilities.	X	X	X	X	X
16	A portion of this tract is within a flood hazard area as shown on the Flood Insurance Rate Map Panel # STATE NUMBER for Bastrop County, Effective INSERT DATE, INSERT COMMUNITY NUMBER Community Number, and is on Zone INSERT ZONE.	X	X	X	X	X
17	Temporary and permanent easements to be provided, as required at the City's sole discretion for off-site improvements.			X	X	X
18	As shown hereon, a ten (10) foot wide public utility easement (P.U.E.) is hereby dedicated adjacent to street Rights-of-Way on all lots. A five (5) foot wide P.U.E. is hereby dedicated along each side and rear lot line. (Required width adjacent to ROW in BP&L service area subject to BP&L final approval.)	X	X	X	X	X

	4.10.8A. - PLAT DETAIL	Amending	Minor	Replat	Preliminary Plat	Final Plat
19	Property owner shall provide for access to all easements as may be necessary and shall not prohibit access by government authorities.	X	X	X	X	X
20	No building, fences, landscaping or other structures are permitted within drainage easements shown, except as approved by the City of Bastrop and/or Bastrop County.	X	X	X	X	X
21	All easements on private property shall be maintained by the property owner or his or her assignees.	X	X	X	X	X
22	No lot or structure shall be occupied prior to the Applicant submitting to the City of Bastrop documentation of subdivision/site registration with the Texas Department of Licensing and Regulations (TDLR) and provide documentation of review and compliance of the subdivision construction plans with Texas Architectural Barriers Act (TABA).	X	X	X		X
23	Erosion and sedimentation controls constructed in accordance with the Code of Ordinances of the City of Bastrop are required for all construction on each lot, including single family and duplex construction.		X	X	X	X
24	Public utility and drainage easements where shown and/or described hereon are intended to indicate an easement for construction, operation, and maintenance of public utilities and drainage ways; including, but not limited to, sanitary sewers, force mains, water lines, telephone signal conduits, electric conductors, drainage pipes, and natural gas lines.		X	X	X	X
	STANDARD PLAT NOTES SPECIFIC TO CITY LIMITS:					
25	Sidewalks shall be constructed in accordance with the ordinances of the City of Bastrop.	X	X	X	X	X
26	Prior to construction of any improvements on lots in the subdivision, building permits will be obtained from the City of Bastrop.		X	X	X	X
27	Build-to lines shall be in accordance with the ordinances of the City of Bastrop.	X	X	X	X	X
	STANDARD PLAT NOTES SPECIFIC TO EXTRATERRITORIAL JURISDICTION:					
28	A Bastrop County development permit is required prior to any site development.	X	X	X	X	X
29	All infrastructure required for public roads, drainage, or other public infrastructure (Including but not limited to lighting, signage, traffic lights, sidewalks, parking areas, storm sewers, or other drainage infrastructure), shall be maintained by the Developer, or their assigns, until such a time that it is accepted, if at all, by a governmental entity for maintenance.	X	X	X	X	X
30	Until such a time as Bastrop County, through the Bastrop County Commissioners Court, accepts the dedication of the improvements delineated and shown on this plat, said improvements are not Bastrop County improvements and are not subject to Bastrop County maintenance.	X	X	X	X	X
31	This subdivision is located within the Statutory or Voluntary ETJ of the City of Bastrop.	X	X	X	X	X

	STANDARD PLAT NOTES SPECIFIC TO BASTROP POWER & LIGHT:					
32	Blanket Temporary Access and Construction Easement Document #INSERT NUMBER has been provided for construction access.		X	X	X	X
33	Upon completion of construction and installation of the Electric Facilities on the Property, the developer/owner shall have the Permanent Utility Easement (20 foot easement, to include a 10 foot buffer around all non-opening sides and a 20 foot buffer around opening sides of equipment) surveyed by metes and bounds, at its sole cost and expense, and a copy of that Permanent Easement survey provided to BP&L for the granting and recording of a Permanent Public Utility Easement. The Blanket Temporary Access and Construction Easement shall be vacated as such time BP&L accepts and records the Permanent Public Utility Easement.		X		X	X
34	Any public utility has the right to prune and/or remove trees, shrubbery vegetation and other obstructions to the extent necessary to keep the easements clear. The owner/developer of this subdivision/lot shall provide such providers with any easement and or access required, in addition to those indicated, for the installation and ongoing maintenance of public utilities.	X	X	X	X	X
35	The owner shall be responsible for installation of temporary erosion control, re-vegetation and tree protection for electric utility work required to provide electric service to this project.		X		X	X
36	All fees must be paid before materials are ordered or construction of electric facilities will be scheduled.		X		X	X
37	Line extension fees are required to be assessed at the time of platting. Provide electric load calculations, number of services, or plans for review.		X	X	X	X
	STANDARD PLAT NOTES, WHEN APPLICABLE:					
39	Variance from INSERT CODE AND VARIANCE DESCRIPTION was approved by the City of Bastrop on INSERT DATE.	X	X	X	X	X
40	Residential corner lots on unequal class street shall only access the street with the lower classification. Access for INSERT LOT is prohibited to INSERT STREET NAME.	X	X	X		X
41	All restrictions and notes from the previous existing subdivision, INSERT SUBDIVISION NAME, recorded in INSERT RECORDATION NUMBER, plat records, Bastrop County, Texas, shall apply to this plat.	X		X		X
42	This project is located within the area of "known and potential habitat" of the Endangered Houston toad as determined by the U. S. Fish and Wildlife Service as authorized under Bastrop County's Federal Fish and Wildlife- issued Endangered Species - Incidental take permit number TE-113500-0, property owners should contact the Lost Pines Habitat Conservation Plan (LPHCP) Administrator at the Bastrop County Development Services Department prior to any development activity.	X	X	X	X	X
43	Since no further fragmentation of potential Houston toad habitat occurs from this subdivision, it has no effect to the LPHCP.	X	X	X	X	X

	4.10.8C. - SIGNATURE BLOCKS	Amending	Minor	Replat	Preliminary Plat	Final Plat
1	Planning & Zoning Commission Approval Format			X	X	X

Approved this INSERT DAY day of INSERT MONTH, INSERT YEAR, A.D. by the Planning & Zoning Commission of the City of Bastrop, Texas.

Approved: Attest:

_____ _____

Planning & Zoning Commission Chairperson City Secretary

2	Administrative Approval Format	X	X	X		

Administratively approved and accepted by the City of Bastrop this INSERT DAY day of INSERT MONTH, INSERT YEAR.

Approved: Attest:

_____ _____

City Manager City Secretary

_____

Director of Planning

3	Certificate of the Licensed Public Surveyor	X	X	X	X	X

The State of Texas§
County of Bastrop§

KNOW ALL MEN BY THESE PRESENTS

That I, INSERT NAME, do hereby certify that I prepared this plat from an actual and accurate on-the-ground survey of the land and that the corner monuments shown thereon were properly placed under my personal supervision, in accordance with the subdivision regulations of the City of Bastrop, Texas.

_____ _____

Signature and Seal of Registered Public Surveyor Date

4	Certificate of the Licensed Engineer	X	X	X	X	X

The State of Texas§
County of Bastrop§

KNOW ALL MEN BY THESE PRESENTS

That I, INSERT NAME, do hereby certify that the information contained on this plat complies with the subdivision regulations for the City of Bastrop, Texas and that the 100 year flood plain is as shown and will be contained within the drainage easement and or drainage right-of-way, as shown hereon.

_____ _____

Signature and Seal of Registered Engineer Date

	4.10.8A. - PLAT DETAIL	Amending	Minor	Replat	Preliminary Plat	Final Plat
5	Owner's Signature Block	X	X	X	X	X

The State of Texas§
County of Bastrop§

KNOW ALL MEN BY THESE PRESENTS

That we, INSERT NAME(S) OF OWNER(S), being the owners of INSERT NUMBER OF ACRES acres out of INSERT LEGAL DESCRIPTION, according to the map or plat recorded in Plat Cabinet INSERT NAME, Page INSERT NUMBER, plat records of Bastrop County, Texas and as conveyed to us by deeds recorded in Instrument Number INSERT NUMBER of the official public records of said county do hereby subdivide said land with the plat shown hereon, to be known as:

INSERT SUBDIVISION NAME

Subject to easements and restrictions heretofore granted and not released and do hereby dedicate any streets and/or easements shown hereon to the public.

Witness my hand this INSERT DAY day of INSERT MONTH, INSERT YEAR, A.D.

_____
Property Owner Name
Property Owner Address

6	County Clerk Signature Block	X	X	X		X

The State of Texas§
County of Bastrop§

I, INSERT COUNTY CLERK'S NAME, County Clerk of Bastrop County, Texas, do hereby certify that the foregoing instrument of writing and its certificate of authentication was filed for record in my office on the INSERT DAY day of INSERT MONTH, INSERT YEAR, A.D. at INSERT HOUR o'clock INSERT AM BEFORE NOON or PM AFTER NOON, in the plat records of Bastrop County, Texas in Plat Cabinet INSERT NAME, Page INSERT NUMBER.

Filed for record on the INSERT DAY day of INSERT MONTH, INSERT YEAR, A.D.

_____ _____
Deputy County Clerk, Bastrop County, Texas

Sec. 10.18.002 Appendix B: Preliminary Infrastructure Plan Checklist

City of Bastrop, Texas
Infrastructure Plan Checklist

Planning Department • 1311 Chestnut Street • 512-332-8840

APPLICANT:			OFFICIAL USE ONLY	
Included in Submittal	Infrastructure Plan requires:		Meets Standard	Does Not Meet Standard
	1	**COVER SHEET**		
	1.1	Title of Project, Location, and Type of Plans		
	1.2	Sheet Index/Table of Contents		
	1.3	Vicinity Map of the Project including surrounding streets with a north arrow pointing in the correct direction		
	2	**NOTE SHEET(S)**		
	2.1	City of Bastrop general construction notes, water notes, wastewater notes, and erosion, sedimentation control and tree protection notes.		
	2.2	Project Specific Notes (Must not conflict with other required notes).		
	2.3	Street Summary Design Table with Pavement		
	3	**EROSION, SEDIMENTATION AND TREE PROTECTION SHEET**		
	3.1	Drainage flow arrows/patterns		
	3.2	Clearly marked limits of construction		
	3.3	Location of all known underground storage tanks		
	3.4	Location of all critical environmental features and their required setbacks		
	3.5	All areas of cut and fill > or = 4' clearly labeled		
	4	**DEMOLITION PLAN**		
	4.1	Show all structures being demolished		
	4.2	Will there be a need for infill, call-outs for infill material and positions?		
	5	**STREET PLAN AND PROFILE**		
	5.1	Street names, lot and block numbers		
	5.2	Benchmarks that are spotted in plain view, conveniently spaced (500'±), located outside construction limits, set on permanent structure		
	5.3	Match lines for continuations of streets on other streets		
	5.4	Clearly show the beginning and ending of project		
	5.5	All fill areas shaded/hatched on profile		
	5.6	Sidewalks and approved ADA ramps		
	5.7	Existing street slopes at tie-ins to existing		
	5.8	Verify sufficient clearance exists for driveways from inlet transitions, streetlights, fire hydrants, etc.		
	5.9	ADA ramp wings shown		
	5.10	Street end barricades shown		
	5.11	Intersecting and adjacent streets: type and width of private, walks, alleys		
	5.12	Mailbox locations		
	6	**OVERALL WASTEWATER LAYOUT**		
	6.1	Street names, lot names, and block letters		
	6.2	Lot dimensions		
	6.3	Surrounding subdivision names/property owners		
	6.4	Services applied to lateral to each lot		
	6.5	Street names, street/alley widths, fences, and right-of-way widths		
	6.6	Existing pavements (type) and existing/proposed easements (type and width)		
	6.7	Adjoining buildings and improvements		
	6.8	"Connect to" note to an existing wastewater main		
	6.9	Wastewater designation, size, and direction of flow		
	6.10	Manholes at all future stub outs		
	6.11	Easements for all offsite sewer lines		
	6.12	Centerline station every 300', deflection angles at points of intersection		
	6.13	Detail for water/wastewater crossing		

APPLICANT:			OFFICIAL USE ON	
Included in Submittal	Bastrop Code of Ordinances, Chapter 10 – Subdivision, Section 5.05.2b - Infrastructure Plan requires:		Meets Standard	Does Not Meet Standard
	6.14	Main lines between manholes must be straight, with no more than 300 feet between manholes		
		WASTEWATER PLAN AND PROFILE		
	7.1	All wastewater main overall plan		
	7.2	Vertical scale of 1" = 5'		
	7.3	Existing ground and proposed ground/subgrade/top of curb		
	7.4	Direction, length, size and type of pipe		
	7.5	Elevations of all crossing utilities in the wastewater overall plan		
	7.6	Size of manholes		
	7.7	Drop manholes identified		
	7.8	Existing/proposed manholes, pipes and sizes (parallel to mains)		
	7.9	Existing/proposed bridges, culverts and drainage channels		
	8	**OVERALL WATER PLAN**		
	8.1	Water service at each lot		
	8.2	Existing/proposed main lines		
	8.3	Street names, lot numbers, and block letters		
	8.4	Street/alley widths, rights-of-way, and lot dimensions		
	8.5	Valves provided on all legs of pipe intersections		
	8.6	All bends are 45 degrees or less		
	8.7	Automatic flush valves at all dead ends		
	8.8	Air release valves at all high points		
	8.9	Utility easements for all pipes off-site		
	8.10	Fittings, fire hydrants, manholes, services, and taps are shown		
	8.11	Utility crossing details		
	8.12	Main designation with stationing		
	8.13	Material call-out for water main(s)		
	8.14	All existing pavements (type), existing and proposed easements (type and width)		
	8.15	Show location and size of existing/proposed water meter(s)		
	8.16	All fire lines must be ductile iron , =>6"		
	9	**WATER PLAN AND PROFILE (ALL WATER LINES MUST BE PROFILED)**		
	9.1	Clearly labeled vertical scale of 1" = 5' (All plans must be drawn to scale)		
	9.2	Direction, linear foot, size, and material callout for all water mains		
	9.3	Existing underground utilities (parallel)		
	9.4	Existing and proposed storm sewer manhole, pipes, sizes (parallel to mains)		
	9.5	All existing and proposed utilities (including gas lines, buried or overhead power or telephone lines)		
	10	**SIGN, STRIPING, AND SLEEVE LAYOUT**		
	10.1	Stop bars at all stop sign locations		
	10.2	"No through truck" signs at all subdivision entrances		
	10.3	Note for all signs and striping to be installed per TX Manual on Uniform Traffic Control		
	10.4	Show all sleeves and conduit for dry utilities (i.e. gas, cable, phone)		
	11	**LIGHTING PLAN**		
	11.1	Street Light Locations with coverage areas		
	11.2	All utility lines must be installed underground.		
	12	**PHASING PLAN**		
	12.1	Provide Applicable Phasing Plan		
	13	**TRAFFIC CONTROL PLAN**		
	13.1	Provide applicable traffic control and detour details		
	14	**WASTEWATER DETAILS**		
	14.1	Current City of Bastrop detail (when inside Bastrop CCN)		
	14.2	Current Utility Provider detail (when outside Bastrop CCN)		
	15	**WATER DETAILS**		
	15.1	Current City of Bastrop detail (when inside Bastrop CCN)		
	15.2	Current Utility Provider detail (when outside Bastrop CCN)		

Sec. 10.18.003 Appendix C: Public Improvement Plan Checklist

City of Bastrop, Texas
Public Improvement Plan Checklist

Planning Department • 1311 Chestnut Street • 512-332-8840

APPLICANT:			OFFICIAL USE ONLY	
Included in Submittal	Public Improvement Plan requires:		Meets Standard	Does Not Meet Standard
	1	**COVER SHEET**		
	1.1	Title of Project, Location, and Type of Plans		
	1.2	City Approval Signature Block		
	1.3	City Approval Signature Notes		
	1.4	Sheet Index/Table of Contents		
	1.5	Vicinity Map of the Project including surrounding streets with a north arrow pointing in the correct direction		
	2	**PRELIMINARY PLAT SHEET**		
	2.1	Legible Copy of Planning & Zoning Commission Approved, Preliminary Plat		
	3	**NOTE SHEET(S)**		
	3.1	City of Bastrop general construction notes, water notes, wastewater notes, and erosion, sedimentation control and tree protection notes.		
	3.2	Current TCEQ Notes.		
	3.3	Project Specific Notes (Must not conflict with other required notes).		
	3.4	Temporary survey monuments		
	3.5	Permanent survey monuments		
	3.6	Street Summary Design Table with Pavement		
	3.7	Description of proposed brass benchmark(s) locations		
	4	**EROSION, SEDIMENTATION AND TREE PROTECTION SHEET**		
	4.1	Drainage flow arrows/patterns		
	4.2	Stabilized construction entrance		
	4.3	Existing and proposed grade(s)		
	4.4	Clearly marked limits of construction		
	4.5	Contractor staging area(s) with silt fence on downstream side		
	4.6	Location and type of all proposed temporary and permanent erosion controls		
	4.7	Location of all known underground storage tanks		
	4.8	Location of all critical environmental features and their required setbacks		
	4.9	Location of all tree protection measures		
	4.10	Survey of all trees six (6) inches in diameter or larger		
	4.10a	Indicate trees by circles with radius of 1' per inch of trunk diameter		
	4.10b	Dashed/broken circles for trees to be removed		
	4.10c	Solid/unbroken circles for trees to remain		
	4.11	All areas of cut and fill > or = 4' clearly labeled		
	4.12	Limits and type of slope stabilization		
	5	**DEMOLITION PLAN**		
	5.1	Show all structures being demolished		
	5.2	Are there any hazardous materials or designated substances in or below structure being demolished?		
	5.3	Will there be a need for infill, call-outs for infill material and positions?		
	6	**OVERALL DRAINAGE**		
	6.1	Submit Approved & Signed Copy of Final Drainage Plan by City Engineer		
	7	**STREET PLAN AND PROFILE (Construction Standards Manual)**		
	7.1	Clearly labeled horizontal scale of 1" – 50' and vertical scale of 1" – 5' (All plans MUST be drawn to scale)		
	7.2	Street names, lot and block numbers		
	7.3	Benchmarks that are spotted in plain view, conveniently spaced (500'±), located outside construction limits, set on permanent structure		

APPLICANT:			OFFICIAL USE ONLY	
Included in Submittal		Public Improvement Plan requires:	Meets Standard	Does Not Meet Standard
	7.4	Drainage facilities within or intersecting right-of-way and indicate stationing (show inlet type)		
	7.5	Drainage flow arrows		
	7.6	Grade breaks (high and low points)		
	7.7	Match lines for continuations of streets on other streets		
	7.8	Labeled concrete valley gutter at intersections where appropriate		
	7.9	Clearly show the beginning and ending of project		
	7.10	Limits of inlet transition		
	7.11	All point of curve, point of tangency, compound curvature, point of reverse curvature stations and vertical curve information		
	7.12	All fill areas shaded/hatched on profile		
	7.13	Sidewalks and approved ADA ramps		
	7.14	Existing street slopes at tie-ins to existing		
	7.15	Labeled set-backs, face-of-curb to face-of-curb width, and right-of-way width (all proposed right-of-way dedications)		
	7.16	Verify sufficient clearance exists for driveways from inlet transitions, streetlights, fire hydrants, etc.		
	7.17	Erosion matting on all slopes 3:1 or steeper		
	7.18	ADA ramp wings shown		
	7.19	Street end barricades shown		
	7.20	Buildings on developed property with addresses		
	7.21	Intersecting and adjacent streets: type and width of private, walks, alleys		
	7.22	Show spot elevation in ditches and gutters to clarify drainage and transitions		
	7.23	Existing concrete paving clearly shown according to standard symbols and accurately dimensioned. Curb and gutter dimension. Pavement thickness indicated.		
	7.24	Size and construction of fences		
	7.25	Signs; if commercial in right-of-way, state if electrical		
	7.26	Mailbox locations		
	8	**OVERALL WASTEWATER LAYOUT**		
	8.1	Street names, lot names, and block letters		
	8.2	Existing contours		
	8.3	Lot dimensions		
	8.4	Surrounding subdivision names/property owners		
	8.5	Services applied to lateral to each lot		
	8.6	Street names, street/alley widths, fences, and right-of-way widths		
	8.7	Existing pavements (type) and existing/proposed easements (type and width)		
	8.8	Adjoining buildings and improvements		
	8.9	Minimum finished floor elevation for each lot		
	8.10	“Connect to” note to an existing wastewater main		
	8.11	Wastewater designation, size, and direction of flow		
	8.12	“Construct” notes for sewer and sewer appurtenances		
	8.13	Manholes at all future stub outs		
	8.14	Easements for all offsite sewer lines		
	8.15	Centerline station every 300’, deflection angles at points of intersection		
	8.16	Centerline station at points of curvature, points of tangency, and C.O.s		
	8.17	Centerline curve data		
	8.18	Note for all existing manholes modified by construction to be tested, repaired, and recoated		
	8.19	Detail for water/wastewater crossing		
	8.20	Main lines between manholes must be straight, with no more than 300 feet between manholes		
	8.21	Easements that need separate instruments		
	8.22	Minimum finished floor elevation(s)		
	9	**WASTEWATER PLAN AND PROFILE**		
	9.1	All wastewater main profiled		
	9.2	Vertical scale of 1” = 5’		
	9.3	Existing ground and proposed ground/subgrade/top of curb		
	9.4	Special notes and references to appurtenance sheet numbers		
	9.5	Direction, grade, length, size and type of pipe		

APPLICANT:			OFFICIAL USE ONLY	
Included in Submittal		Public Improvement Plan requires:	Meets Standard	Does Not Meet Standard
	9.6	Embedment of pipe		
	9.7	Identify elevation of the invert, flow out, flow in, and rim		
	9.8	Minimum drop of 0.1' across manhole		
	9.9	Elevations of all crossing utilities in the wastewater profile		
	9.10	Size of manholes		
	9.11	Drop manholes identified		
	9.12	Stationing and manhole numbers		
	9.13	Existing/proposed manholes, pipes and sizes (parallel to mains)		
	9.14	Existing/proposed bridges, culverts and drainage channels		
	10	**OVERALL WATER PLAN**		
	10.1	Water service at each lot		
	10.2	Existing/proposed main lines		
	10.3	Street names, lot numbers, and block letters		
	10.4	Street/alley widths, rights-of-way, and lot dimensions		
	10.5	Valves provided on all legs of pipe intersections		
	10.6	All bends are 45 degrees or less		
	10.7	Thrust restraints on dead ends		
	10.8	Restraints on dead ends		
	10.9	Automatic flush valves at all dead ends		
	10.10	Air release valves at all high points		
	10.11	Utility easements for all pipes off-site		
	10.12	Fittings, fire hydrants, manholes, services, and taps are shown		
	10.13	Utility crossing details		
	10.14	Main designation with stationing		
	10.15	Material call-out for water main(s)		
	10.16	All existing pavements (type), existing and proposed easements (type and width)		
	10.17	Show location and size of existing/proposed water meter(s)		
	10.18	All fire lines must be ductile iron , =>6"		
	11	**WATER PLAN AND PROFILE (ALL WATER LINES MUST BE PROFILED)**		
	11.1	Clearly labeled vertical scale of 1" = 5' (All plans must be drawn to scale)		
	11.2	References to appurtenance sheet numbers		
	11.3	Show all mains		
	11.4	Existing and proposed ground at Water Main Centerline		
	11.5	Direction, linear foot, size, grade and material callout for all water mains		
	11.6	Embedment for water main		
	11.7	Wastewater/storm sewer crossing with stations and elevation		
	11.8	Existing underground utilities (parallel)		
	11.9	Existing and proposed storm sewer manhole, pipes, sizes (parallel to mains)		
	11.10	Existing and proposed bridges, culverts and drainage channels		
	11.11	Elevation of existing and proposed storm sewer pipes and drainage		
	11.12	All existing and proposed utilities (including gas lines, buried or overhead power or telephone lines)		
	12	**SIGN, STRIPING, AND SLEEVE LAYOUT**		
	12.1	Stop bars at all stop sign locations		
	12.2	Speed limit signs at all entrances (Maximum 30 mph)		
	12.3	"No through truck" signs at all subdivision entrances		
	12.4	Note for all signs and striping to be installed per TX Manual on Uniform Traffic Control		
	12.5	Show all sleeves and conduit for dry utilities (i.e. gas, cable, phone)		
	13	**LIGHTING PLAN**		
	13.1	Street Light Locations with coverage areas		
	13.2	All utility lines must be installed underground.		
	14	**PHASING PLAN (Ordinance)**		
	14.1	Provide Applicable Phasing Plan		
	15	**TRAFFIC CONTROL PLAN**		
	15.1	Provide applicable traffic control and detour details		
	16	**WASTEWATER DETAILS (Construction Standards)**		
	16.1	Current City of Bastrop detail (when inside Bastrop CCN)		

APPLICANT:			OFFICIAL USE ONLY	
Included in Submittal	Public Improvement Plan requires:		Meets Standard	Does Not Meet Standard
	16.2	Current Utility Provider detail (when outside Bastrop CCN)		
	17	**WATER DETAILS (Construction Standards)**		
	17.1	Current City of Bastrop detail (when inside Bastrop CCN)		
	17.2	Current Utility Provider detail (when outside Bastrop CCN)		
	18	**EROSION CONTROL AND TREE PROTECTION DETAILS (Construction Standards)**		
	18.1	All applicable details		
	19	**PUBLIC IMPROVEMENT PLAN NOTES**		
		GENERAL NOTES		
		1. All construction shall be in accordance with the City of Bastrop Construction Technical Manual.		
		2. Any existing utilities, pavement, curbs, sidewalks, structures, trees, etc., not planned for demolition that are damaged or removed shall be repaired or replaced at the Applicant's expense.		
		3. The Contractor shall verify all depths and locations of existing utilities prior to any construction. Any discrepancies with the construction plans found in the field shall be brought immediately to the attention of the Engineer who shall be responsible for revising the plans are appropriate.		
		4. Manhole frames, covers, valves, cleanouts, etc. shall be raised to finished grade after to final paving construction. A concrete square shall be poured around all appurtenances.		
		5. The Contractor shall give the City of Bastrop 48 hours notice before beginning each phase of construction. Notice shall be given to the Planning and Development Department: 512-332-8840.		
		6. All areas disturbed or exposed during construction shall follow the required best management practices. a) Each site shall provide an access drive and parking area of sufficient dimensions and design, surfaced with a material that will prevent erosion and minimize tracking or washing of soil onto public or private roadways. All non-paved access drives shall be designed so that stormwater runoff from adjacent areas does not flow down the drive surface. b) Any significant amount of runoff from upslope land area, rooftops, or other surfaces that drain across the proposed land disturbance shall be diverted around the disturbed area, if practical. Any diversion of upslope runoff shall be done in a manner that prevents erosion of the flow path and the outlet. c) Any cuts and fills shall be planned and constructed to minimize the length and steepness of slope and stabilized in accordance with the approved erosion control plan timelines and standards of this document. d) Open channels shall be stabilized as required to prevent erosion. e) Inlets to storm drains, culverts, and other stormwater conveyance systems shall be protected from siltation until final site stabilization. f) Water pumped from the site shall be treated by temporary sedimentation basins or other appropriate controls designed for the highest dewatering pumping rate. Water may not be discharged in a manner that causes erosion of the site or receiving channels.		

APPLICANT:			OFFICIAL USE ONLY	
Included in Submittal		Public Improvement Plan requires:	Meets Standard	Does Not Meet Standard
		g) All waste and unused building materials shall be properly disposed of and not allowed to be carried by runoff into a receiving channel or storm sewer system. h) All off-site sediment deposits occurring as a result of a storm event shall be cleaned up by the end of the next workday. All other off-site sediment deposits occurring as a result of land-disturbing activities shall be cleaned up by the end of the workday. Flushing may not be used unless the sediment will be controlled by a filter fabric barrier, sediment trap, sediment basin, or equivalent. i) All activities on the site shall be conducted in a logical sequence to minimize the area of bare soil exposed at one time. Existing vegetation shall be maintained as long as possible. j.) Soil stockpiles shall be located no closer than 25-feet from lakes, streams, wetlands, ditches, drainage ways, or roadway drainage systems. Stockpiles shall be stabilized by mulching, vegetative cover, tarps, or other means if remaining for 20 days or longer.		
		7. Prior to any construction, the Applicant's Engineer shall convene a preconstruction conference between himself, the City of Bastrop, the Contractor, utility companies, any affected parties and any other entity the City or the Engineer may require. Reference Development Packet for guidance on how to schedule a preconstruction conference.		
		8. The Contractor and the Engineer shall keep accurate records of all construction that deviates from the plans. The Engineer shall furnish the City of Bastrop accurate "As-Built" drawings following completion of all construction. These "As-Built" drawings shall meet with the satisfaction of the City Engineer prior to final acceptance.		
		9. The Bastrop City Council shall not be petitioned for acceptance until all necessary easement documents have been signed and recorded.		
		10. When construction is being carried out within easements, the Contractor shall confine his work to within the permanent and any temporary easements. Prior to final acceptance, the Contractor shall be responsible for removing all trash and debris within the permanent and temporary easements. Clean-up shall be to the satisfaction of the City Engineer.		
		11. Prior to any construction, the Contractor shall apply for and secure all proper permits from the appropriate authorities.		
		12. Available benchmarks that may be utilized for the construction of this project are described as follows: (INSERT HERE)		
		TRENCH SAFETY NOTES		
		1. In accordance with the Laws of the State of Texas and the U. S. Occupational Safety and Health Administration regulations, all trenches over 5 feet in depth in either hard and compact or soft and unstable soil shall be sloped, shored, sheeted, braced or otherwise supported. Furthermore, all trenches less than 5 feet in depth shall also be effectively protected when hazardous ground movement may be expected. Trench safety systems to be utilized for this project will be provided by the contractor to the City. Trench safety system plans are on sheet of the plan set.		

APPLICANT:			OFFICIAL USE ONLY	
Included in Submittal		Public Improvement Plan requires:	Meets Standard	Does Not Meet Standard
		2. In accordance with the U. S. Occupational Safety and Health Administration regulations, when persons are in trenches 4-feet deep or more, adequate means of exit, such as a ladder or steps, must be provided and located so as to require no more than 25 feet of lateral travel.		
		3. If trench safety system details were not provided in the plans because trenches were anticipated to be less than 5 feet in depth and during construction it is found that trenches are in fact 5 feet or more in depth or trenches less than 5 feet in depth are in an area where hazardous ground movement is expected, all construction shall cease, the trenched area shall be barricaded and the Engineer notified immediately. Construction shall not resume until appropriate trench safety system details, as designed by a professional engineer, are retained and copies submitted to the City of Bastrop.		
		STREET AND DRAINAGE NOTES		
		1. All testing shall be done by an independent laboratory at the Applicant's expense. A City Inspector shall be present during all tests. Testing shall be coordinated with the City of Bastrop Construction Manager and he shall be given a minimum of 24 hours notice prior to any testing. Contact the Planning and Development Department with notice 512-332-8840.		
		2. Backfill behind the curb shall be compacted to obtain a minimum of 85% maximum density to within 3 inches of top of curb. Material used shall be primarily granular with no rocks larger than 3 inches in the greatest dimension. The remaining 3 inches shall be clean topsoil free from all clods and suitable for sustaining plant life.		
		3. Depth of cover for all crossings under pavement including gas, electric, telephone, cable TV, water services, etc., shall be a minimum of 36 inches below subgrade unless approved by the City Engineer.		
		4. Street rights-of-way shall be graded at a slope of 1/4 inch per foot toward the curb unless otherwise indicated. However, in no case shall the width of right-of-way at 1/4 inch per foot slope be less than 10 feet unless a specific request for an alternate grading scheme is made to and accepted by the City of Bastrop Planning and Development Department.		
		5. Barricades built to City of Bastrop standards shall be constructed on all dead-end streets and as necessary during construction to maintain job and public safety.		
		6. All RCP shall be minimum Class III.		
		7. The subgrade material for the streets shown herein was tested by _____. The paving sections were designed by _____ in accordance with the current City of Bastrop design criteria. The paving sections are to be constructed as follows:		
		8. The Geotechnical Engineer shall inspect the subgrade for compliance with the design assumptions made during preparation of the Soils Report. Any adjustments that are required shall be made through revision of the construction plans.		

Street	Station	Flex. Base Thickness	HMAC Thickness	Lime Stab. Thickness

APPLICANT:			OFFICIAL USE ONLY	
Included in Submittal		Public Improvement Plan requires:	Meets Standard	Does Not Meet Standard
		9. Where PI's are over 20, subgrades must be stabilized utilizing a method acceptable to the City Engineer. The Geotechnical Engineer shall recommend an appropriate subgrade stabilization if sulfates are determined to be present.		
		WATER AND WASTEWATER NOTES		
		1. Pipe material for water mains shall be PVC (AWWA C-900, minimum Class 200), or Ductile Iron (AWWA C-100, minimum Class 200). Water services (2 inches or less) shall be polyethylene tubing (black, 200 psi, DR 9).		
		2. Pipe material for pressure wastewater mains shall be PVC, or Ductile Iron (minimum Class 250). Pipe material for gravity wastewater mains shall be PVC (ASTM D2241 or D3034, maximum DR-26), Ductile Iron (AWWA C-100, minimum Class 200200).		
		3. Unless otherwise accepted by the City Engineer, depth of cover for all lines out of the pavement shall be 42 inches minimum, and depth of cover for all lines under pavement shall be a minimum of 30 inches below subgrade.		
		4. All fire hydrant leads shall be PVC (AWWA C-900, minimum Class 200) or ductile iron pipe (AWWA C-100, minimum Class 200). as approved by the Director of Water and Wastewater during plan review.		
		5. All iron pipe and fittings shall be wrapped with minimum 8-mil polyethylene and sealed with duct tape or equal accepted by the City Engineer.		
		6. The Contractor shall contact the City Inspector, telephone at 512-332-8840 to coordinate utility tie-ins and notify him at least 48 hours prior to connecting to existing lines.		
		7. All manholes shall be concrete with cast iron ring and cover. All manholes located outside of the pavement shall have bolted covers. Tapping of fiberglass manholes shall not be allowed.		
		8. The Contractor must obtain a bulk water permit or purchase and install a water meter for all water used during construction. A copy of this permit must be carried at all times by all who use water.		
		9. Line flushing or any activity using a large quantity of water must be scheduled with the City Inspector, telephone at 512-332-8840.		
		10. The Contractor, at his expense, shall perform sterilization of all potable water lines constructed and shall provide all equipment (including test gauges), supplies (including concentrated chlorine disinfecting material), and necessary labor required for the sterilization procedure. The sterilization procedure shall be monitored by City of Bastrop personnel. Water samples will be collected by the City of Bastrop to verify each treated line has attained an initial chlorine concentration of 50 ppm. Where means of flushing is necessary, the Contractor, at his expense, shall provide flushing devices and remove said devices prior to final acceptance by the City of Bastrop.		
		11. Sampling taps shall be brought up to 3 feet above grade and shall be easily accessible for City personnel. At the Contractor's request, and in his presence, samples for bacteriological testing will be collected by the City of Bastrop not less than 24 hours after the treated line has been flushed of the concentrated chlorine solution and charged with water approved by the City. The Contractor shall supply a check or money order, payable to the City of Bastrop, to cover the fee charged for testing each water sample. City of Bastrop fee amounts may be obtained by calling the Water and Wastewater Department, telephone at 512-332-8960.		

APPLICANT:			OFFICIAL USE ONLY	
Included in Submittal		Public Improvement Plan requires:	Meets Standard	Does Not Meet Standard
		12. The Contractor, at his expense, shall perform quality testing for all wastewater pipe installed and pressure pipe hydrostatic testing of all water lines constructed and shall provide all equipment (including pumps and gauges), supplies and labor necessary to perform the tests. Quality and pressure testing shall be monitored by City of Bastrop personnel.		
		13. The Contractor shall coordinate testing with the City of Inspector and provide no less than 24 hours notice prior to performing sterilization, quality testing or pressure testing.		
		14. The Contractor shall not open or close any valves unless authorized by the City of Bastrop.		
		15. All valve boxes and covers shall be in accordance with the City of Bastrop Construction Technical Manual.		
		16. Contact the Water and Wastewater Department, telephone at 512-332-8960 for assistance in obtaining existing water and wastewater locations.		
		17. The Planning and Development Department, telephone at 512-332-8840, shall be notified 48 hours prior to testing of any building sprinkler piping in order that the Building Official and/or Fire Department may monitor such testing.		
		18. Sand, as described in Specification item 510 pipe, shall not be used as bedding for wastewater lines. Acceptable bedding materials are pipe bedding stone, pea gravel and in lieu of sand, a naturally occurring or manufactured stone material conforming to ASTM C33 for stone quality and meeting the following gradation specification:		
		19. The Contractor is hereby notified that connecting to, shutting down, or terminating existing utility lines may have to occur at off-peak hours. Such hours are usually outside normal working hours and possibly between 12 a.m. and 6 a.m		
		20. All wastewater construction shall be in accordance with the Texas Commission on Environmental Quality (TCEQ) Regulations, 30 TAC Chapter 213 and 317, as applicable. Whenever TCEQ and City of Bastrop Specifications conflict, the more stringent shall apply.		
		TRAFFIC MARKING NOTES		
		1. Any methods, street markings and signage necessary for warning motorists, warning pedestrians or diverting traffic during construction shall conform to the Texas Manual of Uniform Traffic Control Devices for Streets and Highways, latest edition. 2. All pavement markings, markers, paint, traffic buttons, traffic controls and signs shall be installed in accordance with the Texas Department of Transportation Standard Specifications for Construction of Highways, Streets and Bridges and, the Texas Manual of Uniform Traffic Control Devices for Streets and Highways, latest editions.		

Sieve Size	Percent Retained By Weight
1/2"	0
3/8"	0-2
#4	40-85
#10	95-100

APPLICANT:			OFFICIAL USE ONLY	
Included in Submittal		Public Improvement Plan requires:	Meets Standard	Does Not Meet Standard
		EROSION AND SEDIMENTATION CONTROL NOTES		
		1. Erosion control measures, site work and restoration work shall be in accordance with the City of Bastrop Code of Ordinances.		
		2. All slopes shall be sodded or seeded with approved grass, grass mixtures or ground cover suitable to the area and season in which they are applied.		
		3. Silt fences, rock berms, sedimentation basins and similarly recognized techniques and materials shall be employed during construction to prevent point source sedimentation loading of downstream facilities. Such installation shall be regularly inspected by the City of Bastrop for effectiveness. Additional measures may be required if, in the opinion of the City Engineer, they are warranted.		
		ELECTRIC		
		4. All temporary erosion control measures shall not be removed until final inspection and approval of the project by the City Inspector. It shall be the responsibility of the Contractor to maintain all temporary erosion control structures and to remove each structure as approved by the City Inspector.		
		5. All mud, dirt, rocks, debris, etc., spilled, tracked or otherwise deposited on existing paved streets, drives and areas used by the public shall be cleaned up immediately.		
		1. All utilities are to be underground.		
		2. A Blanket Temporary Access and Construction Easement for the construction of Electric Facilities is currently on file for the property.		
		3. A plat note referencing the Blanket Temporary Access and Construction Easement to be added to the final plat.		
		4. Upon completion of construction and installation of the Electric Facilities on the Property the developer/owner shall have the Permanent Utility Easement Area (20-foot easement, to include a 10-foot buffer around all non-opening sides and a 20-foot buffer around opening sides of equipment) surveyed by metes and bounds, at its sole cost and expense, and a copy of that Permanent Easement survey provided to BP&L for the granting and recording of a Permanent Public Utility Easement. The Blanket Temporary Access and Construction Easement shall be vacated at such time as BP&L accepts and records the Permanent Public Utility Easement.		
		5. As shown herein, a twenty (20) foot wide Public Utility Easement is hereby dedicated adjacent to street ROW on all lots.		
		6. The electric utility has the right to prune and/or remove trees, shrubbery vegetation and other obstructions to the extent necessary to keep the easements clear. The owner/developer of this subdivision/lot shall provide the City of Bastrop electric utility department with any easement and/or access required, in addition to those indicated, for the installation and ongoing maintenance of overhead and underground electric facilities.		
		7. The owner shall be responsible for installation of temporary erosion control, re-vegetation and tree protection for electric utility work required to provide electric service to this project		

APPLICANT:			OFFICIAL USE ONLY	
Included in Submittal		Public Improvement Plan requires:	Meets Standard	Does Not Meet Standard
		8. All fees must be paid before materials are ordered or construction of Electric Facilities will be scheduled.		
		9. Provide electric schedule and load calculations.		

Sec. 10.18.004 Appendix D: Public Improvement Plan Agreement Template

CITY OF BASTROP, TEXAS

Public Improvement Plan Agreement

[Project Name]

The State of Texas

County of Bastrop

WHEREAS, **[developer name/entity]**, hereinafter referred to as, "Developer", is the developer of the following described property and desires to make certain improvements to the following lots and blocks in **[project name]**, a development in the **[City of Bastrop OR City of Bastrop ETJ]**, Texas: being **[number blocks and number lots]**; and

WHEREAS, the said Developer has requested the City of Bastrop, a Home Rule Municipality of Bastrop County, Texas, hereinafter referred to as, "City", to provide approvals and cooperative arrangements in connection with said improvements:

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That said Developer, acting herein by and through [owner], its duly authorized officer, and the City, acting herein by and through Sylvia Carrillo, its City Manager, for and in consideration of the covenants and agreements herein performed and to be performed, do hereby covenant and agree as follows regarding assurance of construction of sanitary sewer facilities **[who will maintain facility]**, streets **[who will maintain facility]**, public drainage **[who will maintain facility]**, street lights and street signs **[who will maintain facility]**, and park/trail improvements **[who will maintain facility]**; summary of applicable infrastructure (development) amounts; assurance payments to the City; payment of inspection fees; and miscellaneous provisions relating to the acceptable completion of said construction according to the plans for **[Project Name]** approved by the City on **[public improvement plan approval date]**.

1.00 Assurance of Infrastructure Construction

1.10 Employment of Contractors

In accordance with this agreement, the Developer agrees to employ a general contractor or contractors in accordance with the conditions set forth in Section 4.00 for work for which the Developer is providing as stated herein and indicated in the Summary of Infrastructure (Development) Assurance Amounts, Section 2.30 on page 4 of this agreement.

1.11 Public Infrastructure Construction and Acceptance Process

a) The Developer and the City/County agree that a pre-construction meeting will not be held and notice to proceed will not be issued until the Public Improvement Inspection fees are paid to the City/County and a copy of the approved plan set provided to the City Construction Manager. The Public Improvement Inspection fees will be per the Master Fee Schedule adopted with Ordinance Number 2024-21 herein referenced below:

Public Improvement Inspections - First 100 acres	$1,500 per acre
Public Improvement Inspections – Next 150 acres	$750 per acre
Public Improvement Inspections – All additional acres over 250 acres	$325 per acre
Erosion and Sedimentation Controls	$1.00 per linear foot
Public Infrastructure	$4.00 per linear foot per infrastructure item (i.e. streets, drainage, water, wastewater, etc.)
Re-Inspection Fee	$150.00 per hour

1. All fees will need to be validated by a sealed Engineers Estimate of Probable Quantities (Attachment 1).

2. Any Project, as defined under Chapter 245 of the Texas Local Government Code, as amended, shall expire if not substantially completed on the fifth (5) anniversary of the date the first permit Application was Filed for the Project, pursuant to Section 245.005 of the Texas Local Government Code, as amended.

b) Upon completion of the Infrastructure, the developer must furnish the City with the following prior to acceptance and release of fiscal guarantee (if provided):

1. As-Built/Record Drawings of Public Improvement Plans in pdf format and in CAD/GIS format;

2. The Developer agrees to require the contractor(s) to furnish the City and County with a two (2) year maintenance bond in the name of the City, subject to City approval, for twenty five percent (25%) of the contract price of the public streets, sidewalk, and drainage improvements. The maintenance bond(s) shall be submitted and approved prior to the final acceptance of the improvements;

3. Letter of Concurrence from the Design Engineer;

4. Close out documents required by the Engineering Department

(Attachment 2).

c) Once these items are provided, the City will provide a Letter of Acceptance from the City Engineer.

d) In order to record the Final Plat, the developer must complete one of the following:

1. Have received a Letter of Acceptance from the City Engineer; or

2. Provide fiscal guarantee for 125% of the outstanding Infrastructure (Development) Improvement Costs, with Engineer's Opinion of Probable Costs. This guarantee will not be released until acceptance of the Infrastructure by the City Engineer.

1.12 Payment of Miscellaneous Construction Costs

It is further agreed and understood that additional costs may be required of the Developer to cover such additional work, materials and/or other costs as may be made necessary by conditions encountered during construction and within the scope of this project.

1.13 Compliance with Tree Preservation Ordinance

The Developer is responsible to fully comply with the City's Tree Preservation Ordinance and Construction Standards during all phases of construction. The Developer submitted a tree protection plan and protected tree survey showing the protected trees on site and the measures of tree protection to be employed prior to any site work on the project with Public Improvement Plans approved on **[plan approval date]**.

2.00 Infrastructure (Development) Improvement Costs

All infrastructure (development) improvement costs are the full responsibility of the Developer unless otherwise noted, or unless otherwise funded with a public improvement district revenue, tax increment reinvestments zone revenue, or a Chapter 380 grant, pursuant to a separate agreement. The following improvement costs have been developed using the Developer's plans and specifications and recommendations by the City in accordance with the construction guidelines set forth by the City:

2.10 Water Improvements

The distribution of costs between the City and the Developer for all domestic and fire water facilities are as follows:

	Full Project Cost	Developer Amount	City Participation
Water Facilities	$	$	$0.00
Total Construction Cost	$	$	$0.00

2.20 Sanitary Sewer Improvements

The distribution of costs between the City and the Developer for all sanitary sewer are as follows:

	Full Project Cost	Developer Amount	City Participation
Sanitary Sewer Facilities	$	$	$0.00
Total Construction Cost	$	$	$0.00

2.30 Drainage Improvements

The distribution of costs between the City and the Developer for drainage improvements are as follows:

	Full Project Cost	Developer Amount	City Participation
Storm Drainage Facilities	$	$	$0.00

2.40 Street Improvements

The distribution of costs between the City and the Developer for all street improvements are as follows:

	Full Project Cost	Developer Amount	City Participation
Streets & Sidewalks	$	$	$0.00
Erosion Control Items	$	$	$0.00
Total Construction Cost	$	$	$0.00

2.50 Summary of Infrastructure (Development) Costs Amounts

	Final Assurance Amount
Water Facilities	$
Sewer Facilities	$
Storm Drainage Facilities	$
Streets, Sidewalks & Erosion Control Improvements	$
Total Infrastructure Development Cost Amounts	$

INSPECTION FEES TO BE PAID PRIOR TO PRE-CONSTRUCTION MEETING:

Public Infrastructure Quantities

	Rate	Construction Quantities	Inspection Fee
First 100 acres	$1,500/ac	$	$
Next 150 acres	$750/ac	$	$
All additional acres over 250 acres	$325/ac	$	$
Erosion & Sedimentation Controls	$1.00/ linear ft.	$	$
Public Infrastructure (i.e. streets, drainage, water, wastewater, etc.)	$4.00/ linear ft.	$	$
Payment to the City			**$**

The Public Improvement Inspection fee amount is **[AMOUNT $]**.

RECOMMENDED:

_____

CITY ENGINEER PRINTED NAME AND TITLE

_____

CITY ENGINEER SIGNATURE DATE

3.00 Miscellaneous Improvements

3.10 Drainage Operation and Maintenance Plan

The Developer will provide the City with a Drainage Operation and Maintenance Plan (plan) in accordance with the Stormwater Drainage Manual. The plan shall provide detailed information regarding the obligation of responsible parties for any drainage system, stormwater system, or other improvement which will not be dedicated to the City as part of this agreement.

3.20 Sidewalks

The Developer shall be responsible for installing sidewalks along rights-of-way on open space lots and other lots that will not contain single family residential units within [project name] as shown on the approved Public Improvement Plans. All sidewalks shall be in compliance with the City's and County's Master Transportation Plan and conform to the City of Bastrop Standard Construction Details.

3.30 Screening Wall, Landscaping, and Irrigation

The Developer shall be responsible for installing screening walls, retaining walls, landscaping, and irrigation in accordance with the approved Public Improvement Plans approved on **[PLAN APPROVAL DATE]**.

3.40 Street Lights [(Bluebonnet Electric Cooperation OR Bastrop Power & Light)]

The Developer is responsible for the initial installation and maintenance of all street lights. The MUD or HOA will be responsible or obligated to maintain and/or replace any standard or non-standard street light poles.

3.50 Street Name and Regulatory Signs [(City of Bastrop OR Bastrop County)]

Street name and regulatory signs shall be installed by the Developer at the Developer's expense at locations specified by the City's Director of Public Works per the signage regulations in the **[Bastrop County Sign Standards and Details OR City of Bastrop Construction Standards Manual]**. The signs shall conform to The State of Texas Manual on Uniform Traffic Control Devices and [City OR County] requirements, including but not limited to, exact placement, sign height and block numbers. The City and County shall not be responsible or obligated to maintain and/or replace any non-standard sign poles, street name signs, or regulatory signs. Installation shall be completed prior to the acceptance of the subdivision.

3.60 Land Dedication

The Developer shall dedicate to the City the area shown as public open space on **[PLAN NAME]** approved on **[PLAN APPROVAL DATE].** A private homeowners association or property owners association shall maintain the public open space.

4.00 Miscellaneous Provisions

4.10 Bonds

The developer will provide the City with proof of payment to the surety, and that all other obligations of the developer or contractor have been met, in order for the bonds to be binding upon the surety.

4.20 Public Liability

The Developer shall further require the contractor(s) to secure Public Liability Insurance. The amount of Insurance required shall include Public Liability, Bodily Injury and Property Damage of not less than $100,000 one person, $300,000 one

accident and $100,000 property damage. The minimum requirements for automobile and truck public liability, bodily injury and property damage shall also include not less than $100,000 one person, $300,000 one accident, and $100,000 property damage.

The Contractor shall provide Worker's Compensation Insurance in accordance with the most recent Texas Workers' Compensation Commission's rules.

4.30 General Indemnity Provisions

The Developer shall waive all claims, fully release, indemnify, defend and hold harmless the City and all of its officials, officers, agents, consultants, employees and invitees in both their public and private capacities, from any and all liability, claims, suits, demands or causes of action, including all expenses of litigation and/or settlement which may arise by injury to property or person occasioned by error, omission, intentional or negligent act of Developer, its officers, agents, consultants, employees, invitees, or other person, arising out of or in connection with the Agreement, or on or about the property, and Developer will, at its own cost and expense, defend and protect the City and all of its officials, officers, agents, consultants, employees and invitees in both their public and private capacities, from any and all such claims and demands. Also, Developer agrees to and shall indemnify, defend and hold harmless the City and all of its officials, officers, agents, consultants, employees and invitees in both their public and private capacities, from and against any and all claims, losses, damages, causes of action, suit and liability of every kind, including all expenses of litigation, court costs and attorney fees for injury to or death of any person or for any damage to any property arising out of or in connection with

this Agreement or any and all activity or use pursuant to the Agreement, or on or about the property. This indemnity shall apply whether the claims, suits, losses, damages, causes of action or liability arise in whole or in part from the intentional acts or negligence of developer or any of its officers, officials, agents, consultants, employees or invitees, whether said negligence is contractual, comparative negligence, concurrent negligence, gross negligence or any other form of negligence. The City shall be responsible only for the City's sole negligence. Provided, however, that nothing contained in this Agreement shall waive the City's defenses or immunities under Section 101.001 et seq. of the Texas Civil Practice and Remedies Code or other applicable statutory or common law. Notwithstanding anything to the contrary in this section, the Developer shall not be required to indemnify the City in the event the claims, suits, losses, damages, causes of action or liability arise in whole or in part as a result of the City's breach of this agreement or a separate agreement pertaining to the property governed by this agreement.

4.31 Indemnity Against Design Defects

Approval of the City Engineer or other City employee, official, consultant, employee, or officer of any plans, designs or specifications submitted by the Developer under this Agreement shall not constitute or be deemed to be a release of the responsibility and liability of the Developer, its engineer, contractors, employees, officers, or agents for the accuracy and competency of their design and specifications. Such approval shall not be deemed to be an assumption of such responsibility or liability by the City for any defect in the design and specifications prepared by the consulting engineer, his officers, agents, servants, or employees, it being the intent of the parties that

approval by the City Engineer or other City employee, official, consultant, or officer signifies the City's approval of only the general design concept of the improvements to be constructed. In this connection, the Developer shall indemnify and hold harmless the City, its officials, officers, agents, servants and employees, from any loss, damage, liability or expense on account of damage to property and injuries, including death, to any and all persons which may arise out of any defect, deficiency or negligence of the engineer's designs and specifications incorporated into any improvements constructed in accordance therewith, and the Developer shall defend at his own expense any suits or other proceedings brought against the City, its officials, officers, agents, servants or employees, or any of them, on account thereof, to pay all expenses and satisfy all judgments which may be incurred by or rendered against them, collectively or individually, personally or in their official capacity, in connection herewith. Notwithstanding anything to the contrary in this section, the Developer shall not be required to indemnify the City in the event the claims, suits, losses, damages, causes of action or liability arise in whole or in part as a result of the City's breach of this agreement or a separate agreement pertaining to the property governed by this agreement.

4.32 Approval of Plans

The Developer and City agree that the approval of plans and specifications by the City shall not be construed as representing or implying that improvements built in accordance therewith shall be free of defects. Any such approvals shall in no event be construed as representing or guaranteeing that any improvement built in accordance therewith will be designed or built in a good and workmanlike manner.

Neither the City or County, nor its elected officials, officers, employees, contractors and/or agents shall be responsible or liable in damages or otherwise to anyone submitting plans and specifications for approval by the City for any defects in any plans or specifications submitted, revised, or approved, in the loss or damages to any person arising out of approval or disapproval or failure to approve or disapprove any plans or specifications, for any loss or damage arising from the non- compliance of such plans or specifications with any governmental ordinance or regulation, nor any defects in construction undertaken pursuant to such plans and specifications.

4.33 Venue

Venue of any action brought hereunder shall be in the City of Bastrop, Bastrop County, Texas.

4.40 Dedication of Infrastructure Improvements

Upon final acceptance of **[project name]**, the public streets and sidewalks shall become the property of the City.

4.50 Assignment

This agreement, any part hereof, or any interest herein shall not be assigned by the Developer without written consent of the City Manager, said consent shall not be unreasonably withheld, and it is further agreed that such written consent will not be granted for the assignment, transfer, pledge and/or conveyance of any refunds due or to become due to the Developer except that such assignment, transfer, pledge and/or conveyance shall be for the full amount of the total of all such refunds due or to become due hereunder nor shall assignment release assignor or assignee from any and all Development assurances and responsibilities set forth herein.

4.60 Conflicts (remove if not applicable)

In the event of a conflict between this agreement and that certain **[type of agreement]** between the City of Bastrop and **[entity named in agreement]** effective **[agreement effective date]** (the "Development Agreement"), the Development Agreement shall control. Nothing in this agreement shall be construed as amending the Development Agreement.

IN TESTIMONY WHEREOF, the City of Bastrop has caused this instrument to be executed in duplicate in its name and on its behalf by its City Manager, attested by its City Secretary, with the corporate seal of the City affixed, and said Developer has executed this instrument in duplicate, at the City of Bastrop, Texas this the __ day of _____**, 2024.**

[PROJECT NAME]	**City of Bastrop, Texas**
_____	_____
Signatory	Sylvia Carrillo, ICMA-CM, CPM
Company	City Manager
ATTEST:	
_____	_____
Irma Parker	Date
City Secretary	

Distribution of Originals: Developer
City Secretary
Planning and Development Department

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:

Consider and act on the second reading of Ordinance No. 2026-09, amending the Code of Ordinances Chapter 1 "General Provisions", by repealing Section 1.13.05 "Trees on Private Property"; as shown in Exhibit A and replacing it with Chapter 14, “Bastrop Development Code”, Article 14.06 “Tree Preservation and Mitigation” as shown in Exhibit B.

AGENDA ITEM SUBMITTED BY:

Submitted by: James E. Cowey, Development Services Director

BACKGROUND/HISTORY:

Trees are an integral part of the Bastrop culture, additionally Bastrop is a Tree City. Staff introduced the amendments that would increase tree protections within the City of Bastrop in March of 2025, and this amendment proposed is meant to consolidate all the amendments previously made in one area.

The proposed amendments are as follows:

1) Repeal Section 1.13.05 “Trees in Private Property” and replace it with Chapter 14 Bastrop Development Code Article 14.06 “Tree Preservation and Mitigation”

City of Bastrop City Council heard the first reading on March 24, 2026, and motioned to approve Ordinance No. 2026-09. The motion passed unanimously with a vote of 5-0.

FISCAL IMPACT:

None

RECOMMENDATION:

Consider and act to approve Ordinance No. 2026-09, amending the Code of Ordinances Chapter 1 "General Provisions", by repealing Section 1.13.05 "Trees on Private Property"; as shown in Exhibit A and replacing it with Chapter 14, “Bastrop Development Code”, Article 14.06 “Tree Preservation and Mitigation” as shown in Exhibit B.

ATTACHMENTS:

1. Ordinance No. 2026-09
2. Exhibit A – Redline Code of Ordinances
3. Exhibit B – Tree Preservation Ordinance

ORDINANCE NO. 2026-09

AN ORDINANCE OF THE CITY OF BASTROP, TEXAS, AMENDING THE BASTROP CODE OF ORDINANCES CHAPTER 1 – GENERAL PROVISIONS, BY REPEALING ARTICLE 1.13.05 TITLED "TREES ON PRIVATE PROPERTY", SECTIONS 1.13.05.01-1.13.05.05 AS ATTACHED IN EXHIBIT A AND REPLACING IT WITH CHAPTER 14 - BASTROP DEVELOPMENT CODE ARTICLE 14.06 TITLED "TREE PRESERVATION AND MITIGATION" SECTIONS 14.06.001 – 14.06.011; AS ATTACHED IN EXHIBIT B; AND PROVIDING FOR FINDINGS OF FACT, REPEALER, SEVERABILITY, CODIFICATION, EFFECTIVE DATE, PROPER NOTICE, AND MEETING.

WHEREAS, the City of Bastrop, TX (the "City") is a home rule municipality located in Bastrop County, Texas acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

WHEREAS, pursuant to Texas Local Government Code Section 51.001, the City Council of the City of Bastrop has general authority to amend an ordinance that is for the good government, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, pursuant to Texas Local Government Code Chapters 211, 212, 214, and 217 the City Council of the City of Bastrop has general authority to regulate planning, zoning, subdivisions, trees and the construction of buildings; and

WHEREAS, this amendment seeks to add clarity and consolidate all tree preservation regulations into one cohesive section.

WHEREAS, the City Council find that certain amendments to the aforementioned ordinances are necessary and reasonable to meet changing conditions and are in the best interest of the City and its residents.

WHEREAS, the City finds that this Ordinance was passed and approved at a meeting of the City Council of the City of Bastrop held in strict compliance with the Texas Open Meetings Act at which a quorum of the City Council Members was present and voting.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, THAT:

Section 1. Finding of Fact**:** The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. Amendment to the Bastrop Code of Ordinances, Chapter 1**,** Chapter 1 – General Provisions Section 1.13.05 Trees on Private Property is hereby repealed in accordance with Exhibit "A" and Chapter 14 – Bastrop Development Code Article 14.06 Tree Preservation and Mitigation Code is hereby amended and shall read in accordance with Exhibit "B", which is attached hereto and incorporated into this Ordinance for all intents and purposes. Any struck-through text shall be deleted from the Code, as shown in each of the attachments.

Section 3. Severability. If any clause or provision of this Ordinance shall be deemed to be unenforceable for any reason, such unenforceable clause or provision shall be severed from the remaining portion of the Ordinance, which shall continue to have full force and effect.

Section 4. Codification. The City Secretary is hereby directed to record and publish the attached rules, regulations and policies in the City's Code of Ordinances as authorized by Section 52.001 of the Texas Local Government Code.

Section 5. Repeal. This Ordinance shall be and is hereby cumulative of all other ordinances of the City of Bastrop, Texas, and this Ordinance shall not operate to repeal or affect any of such other ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, in such other Ordinances, are hereby repealed.

Section 6. Effective Date. This Ordinance shall take effect immediately after its final passage and any publication in accordance with the requirements of the City of Bastrop and the laws of the State of Texas.

Section 7. Proper Notice and Meeting. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

READ & ACKNOWLEDGED on First Reading on this the 24th day of March 2026.

READ & ADOPTED on Second Reading on this the 14th day of April 2026.

[Signature page to follow]

APPROVED:

by: _____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

Exhibit A

Exhibit B

~~ARTICLE 1.13.05 TREES ON PRIVATE PROPERTY~~

~~Sec. 1.13.05.001 Created and established.~~

~~There is hereby created and established a private tree care article to provide the city with legal authority over the care of all trees, plants and shrubs located within privately owned property, which will aid in the establishment of a tree preservation program and will enhance the public health and beauty of the city.~~

~~(Ord. No. 2025-28, § 2(Exh. A), 4-8-25)~~

~~Sec. 1.13.05.002 Authority.~~

~~The City Manager shall have oversight authority and responsibility for the implementation of this article.~~

~~(Ord. No. 2025-28, § 2(Exh. A), 4-8-25)~~

~~Sec. 1.13.05.003 Establish a process for mitigation.~~

~~(a) The City Manager, in conjunction with the Parks and Recreation Director, shall create a process and procedure for mitigating the removal of trees on private property by creating a permit process for tree removal.~~

~~(b) Upon inspection by the City Arborist, or a designated third-party arborist, persons seeking to remove a tree on the protected preferred plant list, that is over ten (10) inches in caliper four and one-half (4.5) feet from the ground, shall be required to obtain a mitigation permit that is assessed a four hundred dollars ($400.00) per caliper inch.~~

~~(c) This fee shall not be assessed to residents if: (1) is located on a property that is an existing one-family or two-family dwelling that is the person's residence; and (2) is less than ten (10) inches in diameter at the point on the trunk four and one-half (4.5) feet above the ground.~~

~~(d) Replacement trees shall be from the approved preferred plant list and shall be the same number of caliper inches removed from the site.~~

~~(e) Failure to replace caliper per caliper will result in less mitigation fee credits.~~

~~(f) If the City Arborist, or 3rd party Arborist, establishes that the tree must be removed for health, safety, protection from damage to surrounding property or structures, or other public safety reasons, the City Manager shall have the authority to assess no mitigation fees; however:~~

~~1. On non-residential property, the replacement trees in equal caliper inches must be replanted on the site.~~

~~2. On a property that is an existing one-family or two-family dwelling that is the person's residence, no fee or replacement is required.~~

~~3. If the property owner removes a tree(s) that does not meet the requirements of the above and is ten (10) inches in caliper measured four and one-half (4.5) feet from the ground and is on the preferred plant list as native and does meet the definition of a protected or a heritage tree the property owner will be required to replant one plant from the preferred plant list for each tree removed.~~

(g) Individuals commending tree removal without a permit, shall be assessed double the mitigation fee, and must meet the requirements to replace trees on a caliper per caliper inch basis.

(Ord. No. 2025-28, § 2(Exh. A), 4-8-25)

Sec. 1.13.05.004 Penalty for non-compliance

(a) Any individual who removes trees without a permit, or does not comply with the mitigation requirements of 1.13.05.03 shall be subject to a five hundred dollars ($500.00) to two thousand dollars ($2,000.00) fine, per tree, per offense and shall be charged with a misdemeanor offense.

(Ord. No. 2025-28, § 2(Exh. A), 4-8-25)

Sec. 1.13.05.005 Administrative relief

(a) An individual may request relief to any part of this section to the City Manager.

(b) If the appeal is denied, the individual may appeal to the Tree Advisory Board. The decision of the board shall be final.

(Ord. No. 2025-28, § 2(Exh. A), 4-8-25)

ARTICLE 14.06 TREE PRESERVATION AND MITIGATION

Sec. 14.06.001 Purpose and Intent

A. Conserve and enhance the City's trees to protect neighborhood character, public health, stormwater management, urban heat mitigation, and wildlife habitat.

B. Establish clear standards for tree surveys, preservation zones, critical root zone protections, mitigation, and enforcement.

C. Provide reasonable flexibility to accommodate other development standards when doing so resulting in measurably better tree preservation outcomes.

Sec. 14.06.002 Applicability and Relationship to Other Codes

A. Applicability. This Article applies to all public and private development, redevelopment, and site work requiring a development permit, building permit, grading/clearing permit, or plat approval within the City limits (and ETJ where allowed by law).

B. Conflicts. Where this Article conflicts with another adopted City standard, the Director may authorize the least-deviation solution that best preserves protected trees while meeting public safety, flood, and utility requirements.

C. The procedures of the Tree Preservation and Mitigation Section are authorized under the authority granted by Texas Local Government Code Chapter 212.

Sec. 14.06.003 Permit Requirement and Validity

A. Permit. A Tree Removal Permit is required before removing a Protected Tree or conducting a Tree Impact Activity.

B. Validity. A Tree Removal Permit is valid for six (6) months from issuance.

Sec. 14.06.004 Submittals: Tree Survey and Removal/Preservation Plan

A. Tree Survey, sealed by a Certified Arborist or Landscape Architect:

1) Vicinity map; property boundaries and acreage.
2) Existing/proposed streets, drainage, and utility easements on/adjacent to the property.
3) Required preservation/buffer zones.
4) Location, tag number, species, DBH, and condition of each preserved individual Protected Tree; identify Heritage/Significant Trees.
5) Identification of areas proposed for clearing.
6) Recent aerial imagery depicting pre-development conditions.
7) All trees starting at 8 inches in diameter must be surveyed, if credit for preserved trees that are 6 inches in diameter or bigger is wanted, 6-inch diameter trees will also need to be surveyed.
8) The information on the survey shall not be older than two years.

9) The tree survey and preservation plan is required for all areas of soil disturbance and construction activity including all work within rights-of-way and easements. The detailed tree survey shall be submitted at the time of public improvement plans, site development plans, or land disturbance, whichever is first. However, if the site is larger than 5 acres, a preliminary tree survey will also be required at the time of a rezoning application, or PDD.

a) The preliminary tree survey shall include aerial photos and sampling.

1. Recent color aerial (dated within 12–24 months), at 1"=100' or similar.
2. Overlaid with: property boundaries, limits of work, major tree stands, and any proposed non-disturbance areas.
3. Said Sample or sampling techniques should be representational of the site or wooded area and should comprise at least fifteen percent (15%) of the total site or wooded area and the sampling technique shall be approved by the Director of Development Services or designee prior to conducting the sample.

B. Tree Removal & Preservation Plan (drawn to site plan scale) must:

1) Overlay building footprints, drives, parking, detention, and utilities.
2) Delineate CRZ fencing and protection measures.
3) Identify mitigation, replacement, and/or Payment in Lieu option.
4) Provide irrigation plans for new plantings where required.

Sec. 14.06.005 Credits

A. For every healthy protected tree six (6) inches caliper or larger located outside of the flood plain that is preserved, the developer shall be given credit, according to the following chart.

DBH Class	Credit
6.0”–9.9”	1.0
10.0”–23.9”	1.5
≥24.0”	2.0

B. Healthy unprotected trees, over twelve (12) inches in size, located outside the floodplain, may be considered for tree credits only when individually field inspected and approved by the Parks Director or assignee.

Sec. 14.06.006 New and Replacement Tree Standards

A. Species. Select from the Preferred/Protected Species List in Appendix A. The Parks Director or assignee may approve of comparable species.

Sec. 14.06.007 Root Protection Zones

A. Protection Intent. Root zones shall remain protected and undisturbed for preserved trees, and new plantings shall be sited and detailed to provide appropriate soil volume and space for healthy root establishment and growth.

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B. Root Protection Zone (RPZ). For purposes of this Code, the RPZ is a circular area with a radius equal to one (1) foot for each inch of trunk caliper, centered on the trunk, unless a Tree Protection Plan prepared by an ISA-Certified Arborist establishes a different radius based on species and site conditions.

C. Protection Fencing. Prior to any land disturbance, the RPZ of all preserved trees shall be enclosed with four (4) foot-high chain-link or welded-wire fencing supported by steel posts at eight (8) feet on center, with "Tree Protection Area – Keep Out" signage posted at one per 50 feet of fence or minimum one per tree. Fencing shall remain in place until Final landscape inspection unless released in writing by the Director.

D. Prohibited Activities Within the RPZ. Within the RPZ, the following are prohibited: grading; cuts or fills; trenching; compaction by vehicles or equipment; parking or materials storage (including soil, rock, equipment, or dumpsters); concrete wash-out; fuel, paint, or chemical mixing; fires; and installation of utilities, footings, slabs, or pavements.

E. Limited Encroachments (Methods). Where the Director determines that an encroachment into the RPZ is unavoidable, the following methods shall be used, and only to the minimum extent necessary:

1) Hand digging or pneumatic excavation (no mechanical trenchers) within the outer one-third of the RPZ.
2) Tunneling or directional boring for utilities beneath roots at a minimum twenty-four (24) inches below existing grade (or below the majority root plate if known).
3) Root pruning only as necessary to complete the work, with clean cuts performed by or under the supervision of an ISA-Certified Arborist; cut surfaces shall be immediately backfilled and watered.
4) Total encroachment area shall not exceed thirty (30) percent of the RPZ.
    a) Any encroachment into the RPZ shall be the minimum extent necessary and must be approved by the Director after determining unique site constraints result in unavoidable encroachment.
    b) Encroachments greater than 30% into the RPZ may be approved by the City Arborist and/or the Director of Parks and Recreation only when the Applicant submits an enhanced tree care plan, and the Director of Parks and Recreation and/or City Arborist determines the plan is adequate to protect tree health and long-term viability.

F. Grade Changes Over Roots. No cuts are permitted within the RPZ. Fills over the RPZ are limited to three (3) inches of pervious topsoil and mulch combined; impermeable surfaces are prohibited unless a Tree Protection Plan provides engineered aeration/soil-cell measures approved by the Director.

G. Remediation for Accidental Compaction or Disturbance. If compaction or disturbance occurs within the RPZ, the Director may require remediation consisting of pneumatic soil decompaction or radial trenching (8–12 inches deep) and incorporation of compost at 2–4 inches over disturbed areas, followed by deep watering and mulch.

H. New Tree Planting Required Soil Volume and Space. New trees shall be located and detailed to provide adequate, contiguous soil volume: 600 cubic feet per canopy tree and 300 cubic feet per understory tree minimum (which may be shared by adjacent trees if volumes are contiguous). In parking lots or other

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constrained or paved areas, equivalent volumes may be provided via structural soil, soil cells, or root paths beneath pavements. Minimum planter widths: eight (8) feet for canopy trees and five (5) feet for understory trees, unless a Tree Protection Plan demonstrates equal or better performance.

I. Hardscape and Equipment Setbacks. No EV charging pedestals, transformers, or similar equipment shall be placed within required tree planting areas or within the five (5) foot clear radius around tree trunks needed for growth and maintenance. Pavement edges, curbs, and walls shall be detailed to keep mulch off trunks and maintain the visible root flare at finished grade.

J. Utilities and Irrigation Near Roots. Irrigation mains and lateral lines shall be routed outside the RPZ where feasible; if crossing is unavoidable, lines shall be bored beneath roots as in Subsection 5(b). All utility separations and hydrant clearances remain applicable.

K. Tree Wells and Planters (Urban Conditions). Tree wells or raised planters used to satisfy landscape requirements shall include aeration and drainage features, maintain the root flare at finish grade, and meet the soil-volume requirements in Subsection 8. Where planters are adjacent to paving, provide root paths/soil connections to adjacent landscape or soil-cell areas.

L. Documentation and Field Verification. The Landscape Plan shall delineate RPZs for preserved trees and show fencing, boring/tunneling notes, and soil-volume diagrams for new trees. Compliance shall be verified at Pre-construction (fencing installed), during Utility rough-in (if applicable), and at Final.

M. Damage, Survival, and Mitigation. If a preserved tree suffers decline or mortality attributable to RPZ disturbance within two (2) years of CO, the Director may require mitigation or replacement per the Tree Preservation Article and may draw on posted maintenance bonds where applicable from Subsection N(4) (ROW or accepted common areas).

N. Alternative Compliance (Arborist Plan). The Director may approve modifications to RPZ dimensions, methods, or soil volumes only upon submittal of a Tree Protection Plan sealed by an ISA-Certified Arborist that demonstrates equal or superior long-term tree health and public safety outcomes.

Sec. 14.06.008 Mitigation, Replacement Calculation, and Payment in Lieu

A. The City Manager, in conjunction with the Parks and Recreation Director, shall create a process and procedure for mitigating the removal of trees on private property by creating a permit process for tree removal.

B. Upon inspection by the City Arborist, or a designated third-party arborist, persons seeking to remove a tree on the protected Preferred Plant list, that is over 10” in caliper 4.5 feet from the ground, shall be required to obtain a mitigation permit that is assessed according to the City Master Fee Schedule.

C. This fee shall not be assessed to residents if:

1) The tree is located on a property that is an existing one-family or two-family dwelling that is the person's residence; and

2) If the tree is less than 10 inches in diameter at the point on the trunk 4.5 feet above the ground.

D. Replacement trees shall be from the approved Preferred Plant list and shall equal out to be the same number of caliper inches removed from the site.

E. Failure to replace caliper per caliper will result in mitigation fees being assessed.

1) If the property owner removes a tree(s) that does not meet the requirements of Sec 14.06.008(C.) and is 10 inches in caliper measured 4.5 feet from the ground and is on the Preferred Plant list as Native and does meet the definition of a protected or a heritage tree the property owner will be required to replant one plant from the Preferred Plant List for each tree removed if it is the person's residence.

F. Individuals commending tree removal without a permit, shall be assessed double the mitigation fee, and must meet the requirements to replace trees on a caliper per caliper inch basis.

G. Replacement Calculation (per Protected Tree removed): In the event it is necessary to remove a tree ten (10) inches caliper or larger, the developer, builder or property owner shall be required to replace the tree to be removed with comparable or better spacious trees somewhere within the property, planned development or subdivision.

H. Mitigation Methods (applicant may combine): on-site replacement; off-site replacement (parks, conservation areas, selected ROW, as approved by the City Council if it is deemed necessary by Parks Director and space is available); or Payment in Lieu to the City's Tree Mitigation Fund.

I. Invasive Removal Incentive. When the applicant eliminates onsite/off-site invasive trees per Appendix A, the Director may allow the applicant to receive invasive species credits. All invasive species identified by an ISA-certified arborist may receive an invasive species credit of 1/2 credit for every inch of invasive tree being removed.

J. Timing & Security. Replacement trees must be planted within 1 year of permit issuance. For Payment in Lieu elections tied to later planting upon approval from Director, provide a cash escrow, bond, or letter of credit equal to the full amount; release occurs after verified planting.

Sec. 14.06.009 Appeals

An individual may request relief to any part of this section to the City Manager within 15 business days with documentation supporting the requested adjustment. If the appeal is denied, the individual may appeal to the City Council within 15 business days of City Manager's decision. The decision of City Council shall be final.

Sec. 14.06.010 Exemptions

Any tree determined to be diseased, overly mature, dying or dead, by an ISA certified arborist or if it poses an imminent or immediate threat to persons or property is exempted from the Standards of this Code.

Sec. 14.06.011 Fees and Penalties

A. Fees shall be established by the Master Fee Schedule.

B. Any individual who removes trees without a permit, or does not comply with the mitigation requirements of Article 14.06 shall be subject to a $500 to $2000 fine, per tree, per offense and shall be charged with a misdemeanor offense.

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STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:
Consider and act on the first reading of Ordinance No. 2026-12, adopting a Water Conservation Plan in accordance with the Texas Commission on Environmental Quality and the Texas Water Development Board regulations; providing for findings of fact, enactment, repealer, severability, effective date, and proper notice and meeting.

AGENDA ITEM SUBMITTED BY:
Curtis Hancock, Director of Water & Wastewater

BACKGROUND/HISTORY:
The Water Conservation Plan (WCP) serves as a published combination of strategies and goals to help ensure water is produced and used efficiently in the City of Bastrop by reducing water consumption, reducing the loss or waste of water, and establishing best management practices to meet future water demands and goals.

The Texas Commission on Environmental Quality (TCEQ) and the Texas Water Development Board (TWDB) regulations require the City of Bastrop to develop and submit a WCP, adopted by City Ordinance, every five (5) years. A copy of the WCP is also sent to the Region – K Lower Colorado Regional Water Planning Group to be taken into consideration for future regional and State water supply planning purposes.

After completion and acceptance of the Simsboro Water Treatment Plant and new groundwater wells, the City will develop and present an updated WCP and Drought Contingency Plan to coincide with the City's new production capacity and operational capabilities.

FISCAL IMPACT:
N/A

RECOMMENDATION:
Approve the first reading of Ordinance No. 2026-12 and place the second reading of Ordinance No. 2026-12 on the Consent Agenda for the next Regular City Council meeting on April 28, 2026.

ATTACHMENTS:
- Ordinance No. 2026-12
- Exhibit A: DRAFT City of Bastrop Water Conservation Plan

CITY OF BASTROP, TX

ORDINANCE NO. 2026-12

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, ADOPTING A WATER CONSERVATION PLAN IN ACCORDANCE WITH TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND TEXAS WATER DEVELOPMENT BOARD REGULATIONS; PROVIDING FOR: FINDINGS OF FACT, ENACTMENT, REPEALER, SEVERABILITY, EFFECTIVE DATE, AND PROPER NOTICE AND MEETING.

WHEREAS, the City of Bastrop, Texas, recognizes that the amount of water available to the City and its water utility customers is limited and subject to depletion during periods of extended drought; and

WHEREAS, the City recognizes that due to natural limitations, drought conditions, system failures, and other acts of God which may occur, the City cannot guarantee an uninterrupted water supply for all purposes at all times; and

WHEREAS, the Texas Water Code and the regulations of the Texas Commission on Environmental Quality ("TCEQ") require that the City adopt a Water Conservation Plan; and

WHEREAS, Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.2 of the Texas Administrative Code sets forth the TCEQ guidelines and requirements governing the development of water conservation plans for public water suppliers; and

WHEREAS, in accordance with 30 T.A.C. § 288.2, the City has devised a strategy or combination of strategies for reducing the volume of water withdrawn from its water supply source, for maintaining and improving the efficiency in the use of water, for increasing the recycling and reuse of water, and for preventing the pollution of water; and

WHEREAS, the City Council of the City of Bastrop has determined that it is in the best interest of the citizens of Bastrop, Texas to adopt a Water Conservation Plan; and

WHEREAS, pursuant to Chapter 54 of the Local Government Code, the City is authorized to adopt such Ordinances necessary to preserve and conserve its water resources; and

WHEREAS, the City Council of the City of Bastrop desires to adopt the attached Water Conservation Plan as official City policy for the conservation of water.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Bastrop, Texas:

Section 1. Findings of Fact: The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth word-for-word herein.

Section 2 Enactment: The City of Bastrop Texas Water Conservation Plan attached hereto as Exhibit "A" and made part hereof for all purposes be, and the same is hereby, adopted as the official policy of the City. In addition to filing with the Texas Water Development Board, a copy of this Water Conservation Plan shall be maintained in the City's files and placed on the City website in order that the public may have ready access to the Plan.

Section 3 Repealer: Ordinance 2020-07, adopted on April 28th, 2020 May 11, 2010 and April 26, 2016 respectively, are hereby repealed. All other ordinances, resolutions, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

Section 4. Severability: Should any of the clauses, sentences, paragraphs, sections, or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

Section 5. Effective Date: This Resolution shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City's Charter, its Code of Ordinances, and the laws of the State of Texas.

Section 6. Proper Notice & Meeting: It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

READ AND ACKNOWLEDGED on First Reading on the 14th day of April 2026.

READ AND APPROVED on Second Reading on the 28th day of April 2026.

APPROVED:

By : _____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

EXHIBIT A

CITY OF BASTROP

WATER CONSERVATION PLAN



Adopted: April 28, 2026

City Ordinance No. 2026-12

1. Introduction and Objectives

1.1 Purpose

Water supply has always been a key issue in the development of Texas. In recent years, the increasing population and economic development within the Texas Water Development Board (TWDB) Lower Colorado Water Planning Region (Region K) have led to growing demands for water supplies. Additional supplies to meet future demands can be expensive and difficult to secure. Extending current supplies will delay the need for new supplies, minimize environmental impacts associated with developing new supplies, and delay the relatively high cost of additional water supply development. Therefore, it is imperative that we make efficient use of existing supplies to make them last as long as possible.

The City of Bastrop has developed this Water Conservation Plan (WCP) in accordance with the requirements provided in 31 Texas Administrative Code (TAC) §363 and guidance provided by the Texas Water Development Board (TWDB). This plan supersedes the previous plan adopted in May 2020. The objectives of this Water Conservation Plan are to:

- Reduce water consumption from the levels that would prevail without conservation efforts;
- Reduce loss and waste of water;
- Improve efficiency in the use of water;
- Encourage efficient outdoor water use;
- Document the level of recycling and reuse in the water supply; and
- Extend the life of current water supplies/facilities by reducing the rate of growth in demand.

2. Regulatory Considerations

2.1 Rules Governing Water Conservation Plans and Applicability

Rules and requirements pertaining to WCPs are published by the Texas Commission on Environmental Quality (TCEQ) and the TWDB under 30 TAC §288 and 31 TAC §363, respectively.

The TCEQ requires that a WCP be prepared and submitted for entities holding a surface water right of 1,000 acre-feet or more for municipal, industrial, and other non-irrigation uses, or entities holding a surface water right of 10,000 acre-feet or more for irrigation uses.

The TWDB requires that each retail public utility that provides potable water service to 3,300 or more connections submit a WCP to the TWDB.

The City of Bastrop is not a surface water right holder but does have more than 3,300 connections. As such, this plan is being submitted to satisfy the requirements by the TWDB as outlined in 31 TAC §363.

2.2 Minimum Plan Requirements

The minimum requirements in the Texas Administrative Code for Water Conservation Plans for Public Water Suppliers are covered in this plan as follows:

- Utility Profile
- Specific, Quantifiable Targets and Goals
- Schedule for Plan Implementation to Achieve Targets
- Monitoring Plan Effectiveness
- Record Management System
- Accurate Master Metering for Production
- Universal Metering
- Determination and Control of Water Loss
- Leak Detection, Repair, and Water Loss Accounting
- Public Education and Information Program
- Drought Contingency Plan
- Non-Promotional Water Rate Structure
- Requirement for Water Conservation Plans by Wholesale Customers
- Coordination with Regional Water Planning Groups
- Means of Implementation and Enforcement
- Reporting Requirements
- Provisions Review and Update of Plan

In addition to these minimum plan requirements, a WCP may also include any other water conservation practice, method, or technique that the applicant deems appropriate.

3. Utility Profile

The following is a brief summary of the City of Bastrop's Utility Profile. A detailed summary of the utility profile is provided in Appendix A.

3.1 Water System

The City of Bastrop's Water and Wastewater Department manage a water distribution service area covering an extent of approximately 12 square miles in area and serving a population of approximately 14,998. The city has approximately 5,856 retail connections. A map depicting the boundaries of the City's Water Certificate of Convenience and Necessity (CCN) is included in Appendix B. Connections within the system are categorized and broken out by percentage of the total water usage as follows: single family residential (67%), multi-family residential (20%), and commercial (13%). The City provides drinking water to its customers from groundwater produced from the City's seven (7) active groundwater wells, capable of producing up to 3.557 million gallons per day (MGD). This groundwater is treated at the City's two (2) water treatment plant facilities before entering the distribution system. Customers are served through a network of approximately 70 miles of transmission and distribution lines, ranging in diameter from 2 through 16 inches.

The City is currently in the construction phase for a new groundwater treatment plant facility and well field utilizing Carrizo Aquifer groundwater. The new treatment plant facility is being designed for a phased build-out approach to cover the City's projected water demands for the future. Once completed, the new plant and wells will replace the existing water production and treatment facilities.

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3.2 Wastewater System

Raw wastewater in the City is conveyed through a network of over 81 miles of wastewater collection lines and numerous lift stations to the City's two (2) wastewater treatment plant facilities.

The East Wastewater Treatment Plant facility is located on the south end of Water Street and is comprised of two (2) treatment plant units which discharge treated effluent to the Colorado River under TPDES permit WQ0011076001. The City is also under contractual obligations to treat up to 200,000 gallons per day (GPD) of wastewater flows from Bastrop County Water Control and Improvement District #2 (BCWCID #2). In 2025, the wastewater treatment plant facility treated an average daily flow of approximately 0.75 MGD; the design capacity of the wastewater treatment facility is 1.4 MGD.

The West Bastrop Wastewater Treatment Facility is located approximately 1.5 miles south of the intersection of State Highway 71 and State Highway 304. While currently built to treat 2.0 MGD and permitted to discharge 4.0 MGD to the Colorado River under TPDES permit WQ0011076002, the facility and site are arranged to allow for future expansions to exceed 8 MGD, contingent upon future treatment techniques and TCEQ permit approval.

The City has received authorization from the TCEQ for reuse of Type I and Type II wastewater effluent from the City's East wastewater treatment plant facility. Historically under this authorization, the City has provided reuse water to support local construction activities and operations at the City's wastewater treatment facility.

4. Specification of Water Conservation Targets and Goals

The purpose of this Water Conservation Plan is to provide a framework to reduce long-term demand on limited water resources by encouraging more efficient water use practices in the City of Bastrop. TWDB rules require that the plan contain specific, quantified 5-year and 10-year targets for water savings which are to include goals for water loss programs and goals for municipal use in total and residential gallons per capita per day (GPCD).

The City is situated in a high-growth corridor and anticipates experiencing continued economic growth. The primary goals of this plan are to reduce total and residential GPCD demand. The City's 2019 Water Conservation Plan noted the historic 5-year average for total GPCD and residential GPCD use at that time was 169 and 80 GPCD, respectively. Additionally, the plan included the 5-year and 10-year goals for total GPCD and residential GPCD by 2024 and by 2029 as shown in Table 4.1.

Table 4.1
City of Bastrop 2019 Water Conservation Plan – Historic and Target GPCD Use

	Historic 5-Year Average	**5-Year Goal (2024)**	**10-Year Goal (2029)**
Total GPCD	169	165	161
Residential GPCD	80	78	76
Water Loss GPCD	19	17	16
Water Loss %	11%	10%	10%

Current water use data show that the historic 5-year averages for total GPCD, residential GPCD, and water loss are at or below the 5-year goals established in the City's 2019 Water Conservation Plan.

The City is planning to continue reducing their total GPCD to align with the guidance provided in the 2026 Region K Regional Water Plan whereby long-term total GPCD demand is reduced to less than 113 gallons per capita per day. The current 5-year averages for each component are used as a new baseline for projecting revised 5-year and 10-year goals under this current plan. Targets for future total GPCD are developed using the same methodology incorporated into the 2026 Region K Regional Water Plan for municipal conservation, whereby total GPCD is reduced by 1% annually, until below 140 Total GPCD. Similarly, targets for future residential GPCD are also developed based on a goal of achieving an annual 1% reduction. Future water loss targets are developed to achieve a water loss percentage of 10% or less.

Table 4.2
City of Bastrop 2026 Water Conservation Plan – Historic and Target GPCD Use

	Historic 5-Year Average	**Baseline**	**5-Year Goal (2031)**	**10-Year Goal (2029)**
Total GPCD	141	141	140	138
Residential GPCD	78	78	77	76
Water Loss GPCD	12	12	11	10
Water Loss %	9%	9%	8%	7%

**Table also provided in Appendix C.

5. Water Conservation Plan Efficiency / Effectiveness Monitoring

The City will evaluate the efficiency and effectiveness of this plan's 5-year and 10-year goals for water use reductions on an annual basis. As the City completes its annual Texas Water Development Board Water Use Survey and Water Loss Audit, the data used will be compared against the targets for total and residential GCPD and water losses.

6. Water Conservation Management and Strategies

6.1 Records Management System

The City administers a comprehensive records management system which accounts for water use and use characteristics throughout the water system. It also allows for the separation of aggregate water sales and water usage characteristics into customer-specific categories.

In 2015, the City of Bastrop completed a city-wide upgrade to an Advanced Metering Infrastructure (AMI) system. This system has allowed the city to track information in real-time and has increased the accuracy of reporting data. The pumpage and meter readings are compiled daily, monthly, and annually on spreadsheets which are reviewed by City representatives and are used to compile annual reports required by state agencies. These water records include:

- Raw water pumpage
- Backwash recycle waters
- Treated water pumped to the distribution system (total and by pressure zone)
- Water sold by user classifications

  - Single family residential
  - Multi-family residential
  - Commercial
  - Industrial
  - Institutional
  - Wholesale water
- Total water sold
- Water metered but not billed
- Miscellaneous accounted for water

Miscellaneous accounted for water includes such categories as tank overflows, pump testing, water leak repair summary reports, fire hydrant flushing, flush valve usage, fire department usage, etc. The non-revenue water and water loss is compiled and reviewed on a monthly and annual basis.

6.2 Accurate Master Metering for Production

Raw water produced from the City's seven (7) groundwater wells are individually metered at the wellhead. Treated water entering distribution is monitored through flow meters at each of the water treatment plants. Flow meter calibrations are performed, at a minimum, on an annual basis, and more frequently if needed. Calibrations of these meters are performed by a qualified firm specializing in this work, and copies of the calibration log sheets are maintained by the Water and Wastewater Department. All meters monitoring diversion and production flows are in accordance with American Water Works Association (AWWA) standards and calibrated to maintain a minimum accuracy of +/- 2.0%.

6.3 Universal Metering

The ability to meter all water distribution and consumption uses allows the City to closely account for all water use and water losses, and to prevent unauthorized use. All service connections in the City are metered via an Advanced Metering Infrastructure (AMI) as of 2015. All residential, commercial, and municipal structures; swimming pools; and parks operated by the City are metered via AMI.

AMI allows for much more accurate accounting data which reduces non-revenue water issues. The following are some of the advantages of the AMI system:

- Instant meter reading allows for concurrent pumped volumes versus retail water record data, which reduces accounting inaccuracies
- Allows for identification of potential water leaks on the customer side of each meter
- Increased availability of data allows for additional customer support options

The City will continue to provide a preventative maintenance program for its water meters, wherein regular scheduled testing, repairs, and replacement are performed as follows:

- A representative number of 2-inch and smaller residential meters are tested annually to ensure continued accuracy
- Water meters 3-inch and larger are tested once per year;
- Residential water meters shall be tested in accordance with the AWWA recommendations found in Standard C700 and AWWA M6, *Water Meters – Selection, Installation, Testing, and Maintenance Manual*

6.4 Tracking and Controlling Water Loss

6.4.1 Water Loss Control Measures

The goal of the City's water loss control program is to limit system water losses to not exceed 15% of total annual treated water entering distribution and to ultimately reduce unaccounted-for water to a level of 10% or less. Unaccounted-for water includes unbilled authorized usage and unbilled unauthorized usage. Unbilled authorized usage includes water used for fighting fires, flushing water lines, etc. Unbilled unauthorized usage includes water lost to leaks, theft, etc.

In some cases, the age of water lines and associated degradation due to age may be contributing to both unbilled authorized and unauthorized usages. Due to age of certain water lines within the system, these lines are typically scheduled for more frequent flushing; these lines generally have a higher probability of leakage due to their age as well. In order to meet the goals set forth in this plan, the City has implemented programs including routine water audits, a program of leak detection and repair, and meter testing and accuracy calibration.

The Water and Wastewater Department generates a monthly water loss report that compares metered production with metered consumption as well as accounted-for and unaccounted-for losses. This report provides an effective tracking system of water loss. The City also completes a detailed water system audit conforming to TWDB guidelines each year. The water system audit determines the volume of actual water loss, the identification of water loss sources, the status and condition of primary water meters, an analysis of water line breaks, an evaluation of underground leakage potential, and provides recommendation for meter replacement.

6.4.2 Leak Detection and Repair

The City administers leak detection and repair programs for its water distribution system. Approximately 175 acoustic magnetic leak detection units, which monitor the system nightly, are installed throughout the City's distribution system. The City runs reports to evaluate the data collected from the leak detection units and identify potential locations for leaks; when leaks are apparent, the City dispatches repair crews as needed.

Additionally, the City has a program that features a work order prioritization system for leaks needing repair as well as an inventory of equipment and materials needed to promptly repair all detected or reported leaks. The City has also implemented a rehabilitation program to upgrade its aging water distribution system and address areas of the system with a high volume of leaks. This program relies on findings identified in monthly loss reports as well as the leak detection programs described above.

6.5 Public Education and Information Program

The City's public education program makes thousands of contacts, both direct and indirect, every year through presentations, community fairs, plant tours, utility bill inserts, newspaper and radio ads, and the City's website. The City promotes water conservation issues by informing the public in the following ways:

- Making water conservation information available to new customers
- Making residential water audits available to all customers upon request
- Providing water conservation information to all customers upon request, through the City's website, and through social media outlets

- Coordinating educational presentations, lectures, and demonstrations for schools, civic groups, and the general public
- Providing exhibits at public events held throughout the year
- Publishing water conservation information on a regular basis in the City's utility bill insert or other written form
- Participating in community environmental education activities with local organizations to promote water conservation education
- Supporting annual events and demonstrations relating to water conservation and environmental issues that affect water supply and quality

6.6 Plumbing Code and Retrofit Program

The City has adopted the International Plumbing Code, which requires the use of water-saving, Ultra-Low Flow (ULF) fixtures to be installed in new construction and in the replacement of plumbing in existing structures.

The City educates the residents, plumbers, and contractors on the benefits of retrofitting existing facilities with water-saving devices through its public education program.

6.7 Landscape Water Management

The City provides information about the methods and benefits of water-conserving landscaping practices and devices through public education to homeowners, business owners, landscape architects and designers, and irrigation professionals. The following methods are encouraged:

- The use of Xeriscape™ and "Water Wise" landscaping techniques, including drought-tolerant plants and grasses, for landscaping new homes and commercial areas
- The use of drip irrigation systems, when possible, or other water-conserving irrigation systems that utilize efficient sprinklers and considerations for prevailing winds
- Ensuring that ornamental fountains, and other similar water features, are designed to recycle water and use minimal amounts of water
- Working with area landscape supply businesses and nurseries to encourage the sale of locally-adapted, drought-tolerant plants and grasses along with efficient irrigation systems, and to promote the use of these types of water conserving strategies mentioned through demonstrations and advertisements

6.8 Water Use Restrictions

The City has implemented, through its Drought Contingency Plan (August 2019), permanent water use restrictions that apply year-round, regardless of drought stage. Refer to the Drought Contingency Plan in Appendix D for detailed information regarding permanent water use restrictions.

6.9 Water Pressure Reduction

As dictated by location within the water distribution system, each service connection incorporates a pressure-reducing valve to limit service connection pressure where system pressure exceeds 85 psig.

6.10 Reuse Water

The City of Bastrop has received authorization from the TCEQ for reuse of Type I and Type II wastewater effluent from the City's East wastewater treatment plant facility. Historically under this authorization, the

City has provided reuse water to support local construction activities and operations at the City's wastewater treatment facility.

6.11 Non-Promotional Water Rate Structure

The City utilizes an inclining water rate structure to encourage customers to reduce both peak and overall water usage, while at the same time fairly allocating cost of service to each customer class. Under an inclining rate structure, the rate per thousand gallon increases as the amount of water used increases. The current rate structure charges a minimum monthly service charge based on meter size, plus a fee based on consumption as follows:

(1) Residential - In city limits.

Meter Size	Minimum Charge
¾" (or smaller)	$37.72
1"	$62.87
1½"	$128.32
2"	$207.08
3"	$377.20
4"	$628.67
6"	$1257.33

Plus the following charges for consumption per 1,000 gallons:

0—3,000 gallons	$ 2.85
3,001—5,000 gallons	$ 3.04
5,001—10,000 gallons	$ 3.22
10,001—20,000 gallons	$ 3.42
20,001—50,000 gallons	$ 3.69
Over 50,000 gallons	$ 3.87

Commercial - In city limits.

Meter Size	Minimum Charge
¾" (or smaller)	$37.72
1"	$62.87
1½"	$128.32
2"	$207.08
3"	$377.20
4"	$628.67
6"	$1,257.33

Plus the following charges for consumption per 1,000 gallons:

0—3,000 gallons	$2.85
3,001—5,000 gallons	$3.04
5,001—10,000 gallons	$3.22
10,001—20,000 gallons	$3.42
20,001—50,000 gallons	$3.69
Over 50,000 gallons	$3.87

(Ord. No. 2015-17, pt. 1, 9-22-15)

(2) *Residential and Commercial - Outside city limits.*

Meter Size	Minimum Charge
¾" (or smaller)	$56.45

1"	$94.05
1½"	$192.48
2"	$310.62
3"	$565.80
4"	$943.00
6"	$1,885.99

Plus the following charges for consumption per 1,000 gallons:

0—3,000 gallons	$4.12
3,001—5,000 gallons	$4.42
5,001—10,000 gallons	$4.70
10,001—20,000 gallons	$4.98
20,001—50,000 gallons	$5.39
Over 50,000 gallons	$5.66

This rate structure will be reviewed on a regular basis to ensure that the rates adequately recover cost of service and conform to the goals of this plan. In order to meet critical needs of the City's water system, it is the City's intention to increase the rates for minimum and volume charges each year as outlined by separate ordinances.

7. Wholesale Water Contracts

The City, as part of contracts for sale of water, will require any other entity re-selling water to adopt applicable provisions of the City's WCP or have a plan in effect, previously adopted, meeting the basic requirements of 30 TAC §288. These provisions will be through contractual agreement prior to the sale of any water to the water re-seller.

8. Coordination with Regional Water Planning Group

The City's water service area is located within the Region K (Lower Colorado Region) planning area. The City has provided a copy of this plan to the Region K Group. A copy of the submission letter is provided in Appendix E of this plan.

9. Water Conservation Plan Adoption and Enforcement

This Water Conservation Plan was adopted by the Bastrop City Council; a copy of the corresponding ordinance is included in Appendix F of this plan. The City Manager, or designee thereof, will be responsible for the implementation and enforcement of the plan and educating all City staff personnel. Implementation of the plan by City staff shall begin immediately in 2026 upon adoption.

10. Reporting Requirements

Each entity required to submit a WCP to the TWDB shall file a report annually, no later than May 1st, on the entity's progress in implementing each of the minimum requirements of the WCP. The annual report is to be submitted electronically to the TWDB, as described at:

http://www.twdb.texas.gov/conservation/municipal/plans/ARs.asp

11. Plan Review and Update

The City will review and update this Water Conservation Plan based on an assessment of the 5-year and 10-year targets and any other new or updated information. The City will review and update the next revision of its WCP Upon completion and acceptance of the Simsboro Water Treatment Plant.

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APPENDIX A

Utility Profile

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UTILITY PROFILE FOR RETAIL WATER SUPPLIER

Contact Information

Name of Utility: CITY OF BASTROP

Public Water Supply Identification Number (PWS ID): TX0110001

Contact: First Name: Curtis Last Name: Hancock

Title: Director of Water & Wastewater

Address: 1311 Chestnut Street City: Bastrop State: TX

Zip Code: 78602 Zip+4: Email: chancock@cityofbastrop.org

Telephone Number: 5123328960 Date:

Is this person the designated Conservation Coordinator? ○ Yes ◉ No

Coordinator: First Name: Kimberly Last Name: Hanly

Title: Water Conservation & Special Programs Coordinator

Address: 1311 Chestnut Street City: Bastrop Zip Code: 78602

Email: khanly@cityofbastrop.org Telephone Number: 512-332-8960

Regional Water Planning Group: K

Groundwater Conservation District:

Our records indicate that your entity:

☐ Received financial assistance of $500,000 or more from TWDB

☑ Have 3,300 or more retail connections

☐ Have a surface water right with TCEQ

A. Population and Service Area Data

1. Current service area size in square miles: 12

UTILITY PROFILE FOR RETAIL WATER SUPPLIER

Attached file(s):

File Name	File Description
city of bastrop water ccn map.png	City of Bastrop Water CCN Map

2. Historical service area population for the previous five years, starting with the most current year.

Year	Historical Population Served By Retail Water Service	Historical Population Served By Wholesale Water Service	Historical Population Served By Wastewater Water Service
2025	14,998	0	15,906
2024	14,729	239	13,967
2023	11,865	145	13,006
2022	11,384	0	12,111
2021	10,864	0	11,278

3. Projected service area population for the following decades.

Year	Projected Population Served By Retail Water Service	Projected Population Served By Wholesale Water Service	Projected Population Served By Wastewater Water Service
2030	18,247	4,425	53,030
2040	27,011	4,425	62,373
2050	39,982	4,425	92,329
2060	59,183	4,425	136,668
2070	87,606	4,425	202,305

UTILITY PROFILE FOR RETAIL WATER SUPPLIER

4. Described source(s)/method(s) for estimating current and projected populations.

Historical Population Served by Retail Water Service: based on the reported population served in the City's annual TWDB Water Use Surveys.

Projected Population Served by Retail Water Service: calculated by using the annual population growth trend rate of 4% identified in the City's 2022 Water Master Plan.

Historical Population Served by Wastewater Service: calculated based on number of connections, then multiplied by a factor of 2.49 per TCEQ population equivalency.

Projected Population Served by Wholesale Water Service: Calculated based on Wholesale agreement LUEs and and average of 2.95 people per connection..

Projected Population Served by Wastewater Service: Calculated based on current projected construction timelines, billing records, Wholesale Agreements, and assuming a steady annual growth rate of 4%.

B. System Input

System input data for the previous five years.

Total System Input = Self-supplied + Imported – Exported

Year	Water Produced in Gallons	Purchased/Imported Water in Gallons	Exported Water in Gallons	Total System Input	Total GPCD
2025	712,809,000	28,753,106	14,812,626	726,749,480	132
2024	665,778,557	27,410,400	8,006,537	685,182,420	126
2023	662,735,944	12,208,950	12,160,309	662,784,585	152
2022	617,617,647	529,050	529,050	617,617,647	147
2021	583,057,325	0	0	583,057,325	147
Historic 5-year Average	648,399,695	13,780,301	7,101,704	655,078,291	141

C. Water Supply System

1. Designed daily capacity of system in gallons: 6,849,000

2. Storage Capacity

2a. Elevated storage in gallons: 1,500,000

2b. Ground storage in gallons: 1,792,000

UTILITY PROFILE FOR RETAIL WATER SUPPLIER

D. Projected Demands

1. Estimate the water supply requirements for the next ten years using population trends, historical water use, economic growth, etc. The 5 and 10 year projections must align with your 5 & 10 year targets and goals.

Year	Population	Water Demand (gallons)	GPCD
2027	16,229	835,225,485	141.00
2028	16,878	867,086,152	140.75
2029	17,553	900,161,722	140.50
2030	18,255	934,496,268	140.25
2031	18,985	970,133,500	140.00
2032	19,744	1,007,116,760	139.75
2033	20,534	1,045,539,945	139.50
2034	21,355	1,083,445,925	139.00
2035	22,209	1,122,720,473	138.50
2036	23,097	1,163,395,890	138.00

2. Description of source data and how projected water demands were determined.

Population: assumes a steady annual growth rate of 4%.

Water Demands: calculated using the historical GPCD average of 141, with the goal of 138 GPCD by 2036.

UTILITY PROFILE FOR RETAIL WATER SUPPLIER

E. High Volume Customers

1. The annual water use for the five highest volume **RETAIL customers.**

Customer	Water Use Category	Annual Water Use	Treated or Raw
Bastrop County Law Center	Commercial	12,429,800	Treated
Rapid Express Car Wash	Commercial	10,258,400	Treated
Buc-Ee's	Commercial	9,585,900	Treated
Walnut Ridge Apartments	Residential	6,590,300	Treated
Brite & Shiny Carwash	Commercial	2,538,200	Treated

2. The annual water use for the five highest customers by volume. **WHOLESALE customers.**

Customer	Water Use Category	Annual Water Use	Treated or Raw
West Bastrop Village	Municipal	14,664,500	Treated

F. Utility Data Comment Section

Additional comments about utility data.

Water System Description: The City of Bastrop's Water & Wastewater Department manages a water distribution service area covering an extent of approximately 12 square miles, and serves a population of approximately 14,998 people. The City has approximately 5,856 retail connections, which are categorizes as follows: single-family residential (67%), multi-family residential (20%), and commercial (13%). The City provides drinking water to it's customers from groundwater produced from the City's seven (7) active wells, which are capable of producing up to 3.557 million gallons per day (MGD). Raw groundwater is treated at one of two water treatment facilities before entering the water distribution system, which consists of approximately135 miles of water transmission and distribution lines ranging from 2-inches to 16-inches in diameter.

UTILITY PROFILE FOR RETAIL WATER SUPPLIER

Section II: System Data

A. Retail Water Supplier Connections

1. List of active retail connections by major water use category.

Water Use Category Type	Total Retail Connections (Active + Inactive)	Percent of Total Connections
Residential - Single Family	3,902	66.63 %
Residential - Multi-Family	1,182	20.18 %
Industrial	0	0.00 %
Commercial	772	13.18 %
Institutional	0	0.00 %
Agricultural	0	0.00 %
Total	5,856	100.00 %

2. Net number of retail water supplier connections, installed and removed, by water use category per year for the previous five years.

	Net Number of Retail Water Supplier Connections						
Year	**Residential - Single Family**	**Residential - Multi-Family**	**Industrial**	**Commercial**	**Institutional**	**Agricultural**	**Total**
2025	3,902	1,182	0	772	0	0	5,856
2024	3,811	1,182	0	758	0	0	5,751
2023	3,733	1,032	0	731	0	0	5,496
2022	3,540	1,032	0	731	0	0	5,303
2021	3,331	1,032	0	723	0	0	5,086

B. Annual and Seasonal Use

1. Gallons of RETAIL water provided to each major water use category. These volumes come from the previous five years of water use survey data. If a field is open to edit, please enter the volumes.

UTILITY PROFILE FOR RETAIL WATER SUPPLIER

Year	Residential - Single Family	Residential - Multi-Family	Industrial	Commercial	Institutional	Agricultural	Total
2025	332,827,100	47,213,500	0	269,941,070	0	0	649,981,670
2024	305,350,800	44,721,000	0	241,168,900	0	0	591,240,700
2023	328,149,200	46,997,700	0	241,148,400	0	0	616,295,300
2022	303,051,522	46,302,800	0	228,996,700	0	0	578,351,022
2021	238,501,100	54,203,269	0	219,018,931	0	0	511,723,300

2. The gallons of water billed and metered to RETAIL customers for the previous five years. The total for each year should match the total for each year in the accounting table.

Month	Total Gallons of Treated Water				
	2025	2024	2023	2022	2021
January	40,241,280	37,513,400	31,033,000	36,110,000	32,741,800
February	40,577,660	32,103,100	39,934,500	31,721,700	40,645,300
March	49,991,170	50,827,800	41,646,500	37,054,500	34,527,200
April	51,041,530	46,540,950	42,923,900	49,856,500	53,120,500
May	55,630,830	46,952,530	38,414,500	47,790,800	38,369,800
June	54,143,620	53,236,900	64,066,500	60,745,700	34,207,700
July	57,964,710	50,373,100	74,948,100	64,034,500	46,784,100
August	63,534,050	58,656,680	74,804,100	60,369,700	52,416,000
September	69,192,040	56,693,050	66,414,200	50,600,800	55,405,300
October	64,966,200	60,736,380	51,060,800	51,060,800	41,445,200
November	55,861,120	55,358,370	45,129,500	52,814,800	43,563,400
December	46,837,460	42,673,470	45,920,300	38,310,400	38,425,400
Total	649,981,670	591,665,730	616,295,900	580,470,200	511,651,700

UTILITY PROFILE FOR RETAIL WATER SUPPLIER

3. Summary of seasonal and annual water use.

	Summer RETAIL (Treated)	Total RETAIL (Treated)
2025	244,834,420	649,981,670
2024	218,959,730	591,665,730
2023	280,232,900	616,295,900
2022	235,750,700	580,470,200
2021	188,813,100	511,651,700
Average in Gallons	233,718,170.00	590,013,040.00

4. Peak Day Use

Average Daily Water Use and Peak Day Water Use for the previous five years.

Year	Average Daily Use (gal)	Peak Day Use (gal)	Ratio (peak/avg)
2025	1,780,771	1909156	1.0721
2024	1,621,002	1763768	1.0881
2023	1,688,481	2324116	1.3765
2022	1,590,329	2012498	1.2655
2021	1,401,785	1450084	1.0345

5. Summary of Historic Water Use

Water Use Category	Historic Average	Percent of Connections	Percent of Water Use
Residential - Single Family	301,575,944	66.63 %	51.16 %
Residential - Multi-Family	47,887,653	20.18 %	8.12 %
Industrial	0	0.00 %	0.00 %
Commercial	240,054,800	13.18 %	40.72 %
Institutional	0	0.00 %	0.00 %
Agricultural	0	0.00 %	0.00 %

UTILITY PROFILE FOR RETAIL WATER SUPPLIER

C. Residential Water Use

The previous five years residential GPCD for single family and multi-family units.

Year	Total Residential GPCD
2025	80
2024	65
2023	87
2022	84
2021	74
Historic Average	78

D. Water Loss

Water loss data for the previous five years.

Year	Total Water Loss in Gallons	Water Loss in GPCD
2025	50,138,506	9
2024	66,350,881	12
2023	44,049,576	10
2022	37,820,747	9
2021	70,054,717	18
Average	53,682,885	12

E. System Data Comment Section

Section III: Wastewater System Data

A. Wastewater System Data

1. Design capacity of wastewater treatment plant(s) in gallons per day: 3,400,000

UTILITY PROFILE FOR RETAIL WATER SUPPLIER

2. List of active wastewater connections by major water use category.

Water Use Category	Metered	Unmetered	Total Connections	Percent of Total Connections
Municipal	3,692	0	3,692	88.20 %
Industrial	0	0	0	0.00 %
Commercial	494	0	494	11.80 %
Institutional	0	0	0	0.00 %
Agricultural	0	0	0	0.00 %
Total	4,186	0	4,186	100.00 %

3. Percentage of water serviced by the wastewater system: 89.60 %

4. Number of gallons of wastewater that was treated by the utility for the previous five years.

Month	Total Gallons of Treated Water				
	2025	2024	2023	2022	2021
January	40,328,000	40,582,000	35,825,000	34,156,000	35,886,000
February	35,656,000	36,578,000	34,507,000	34,121,000	36,461,000
March	39,554,000	40,763,000	39,770,000	36,548,000	36,059,000
April	40,445,000	41,617,000	43,310,000	37,076,000	38,157,000
May	42,683,000	36,791,000	47,764,000	39,024,000	45,993,000
June	39,004,000	38,741,000	41,366,000	38,100,000	40,001,000
July	41,667,000	40,098,000	41,949,000	38,146,000	40,161,000
August	39,972,000	40,203,000	40,993,000	38,509,000	40,006,000
September	36,984,000	38,557,000	38,660,000	35,166,000	37,358,000
October	36,398,000	39,264,000	39,536,000	34,759,000	39,041,000
November	39,402,000	36,861,000	38,079,000	34,342,000	35,280,000
December	40,939,000	39,396,000	37,753,000	36,548,000	36,644,000
Total	473,032,000	469,451,000	479,512,000	436,495,000	461,047,000

5. Could treated wastewater be substituted for potable water?

○ Yes ◉ No

UTILITY PROFILE FOR RETAIL WATER SUPPLIER

B. Reuse Data

1. Data by type of recycling and reuse activities implemented during the current reporting period.

Type of Reuse	Total Annual Volume (in gallons)
On-site Irrigation	0
Plant wash down	10,639,031
Chlorination/de-chlorination	15,000,000
Industrial	0
Landscape irrigation (park,golf courses)	0
Agricultural	0
Discharge to surface water	0
Evaporation Pond	0
Other	0
Total	25,639,031

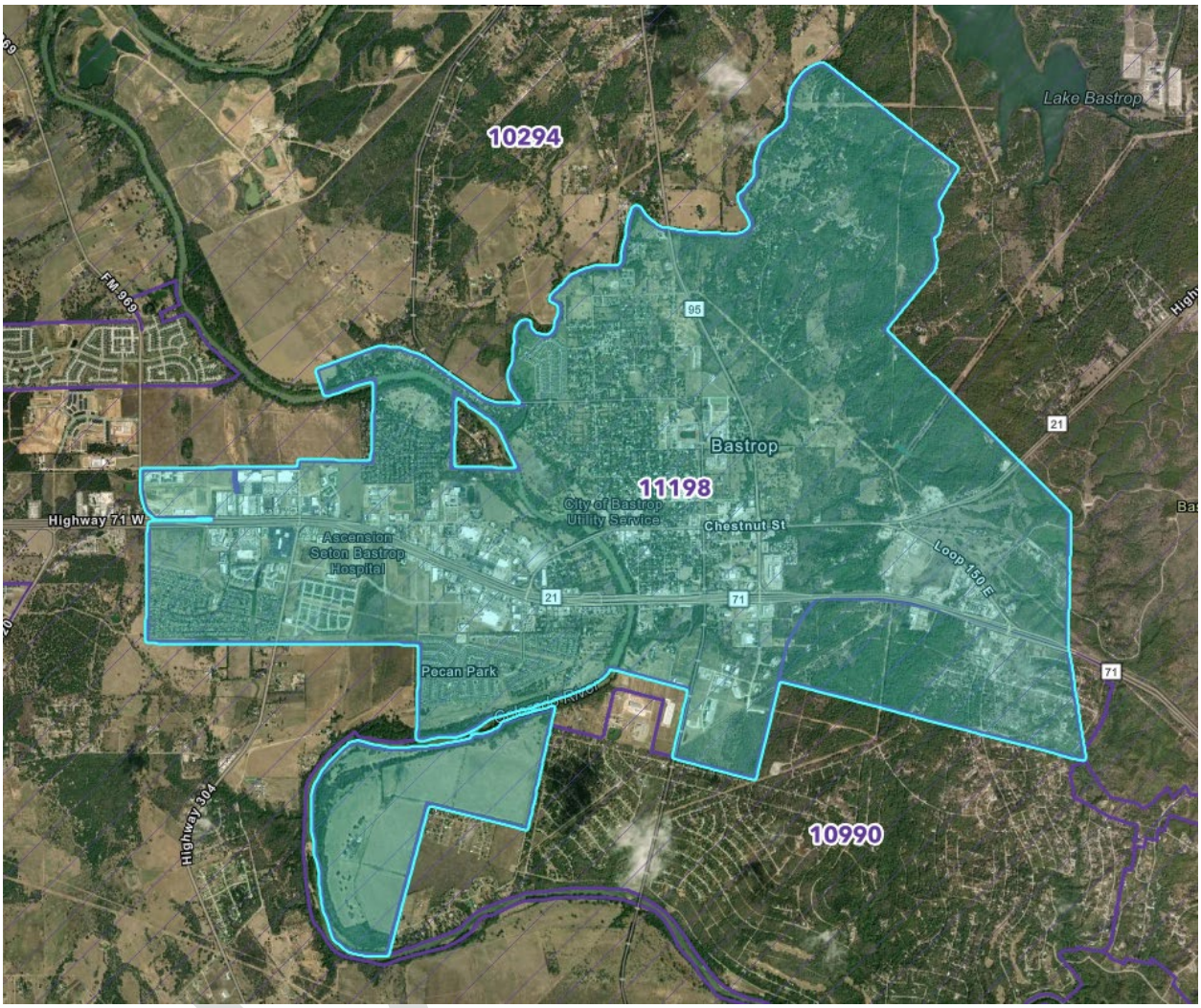
C. Wastewater System Data Comment

Additional comments and files to support or explain wastewater system data listed below.

APPENDIX B

Water CCN Map

DRAFT


10294
Lake Bastrop
FM 969
95
Bastrop
11198
City of Bastrop
Utility Service
Highway 71 W
Ascension
Seton Bastrop
Hospital
Chestnut St
Loop 150 E
21
71
Pecan Park
Highway 304
10990

APPENDIX C

5-Year and 10-Year Goals

DRAFT

Water Conservation Plan Goals Table
TWDB Form No.1964

Title 31 TAC Chapter 363, Rule §363.15 (B)

WATER CONSERVATION PLAN
5- AND 10-YR GOALS FOR WATER SAVINGS

Name: City of Bastrop

Water Conservation Plan Year: 2026

	Historic 5-yr Average	Baseline*	5-yr Goal for year 2031	10-yr Goal for year 2036
Total (GPCD)[1]	141	141	140	138
Residential (GPCD)[2]	78	78	77	76
Water Loss (GPCD)[3]	12	12	11	10
Water Loss (Percentage)[4]	9%	9%	8%	7%

1. Total GPCD = (Total Gallons in System ÷ Permanent Population) ÷ 365

2. Residential GPCD = (Gallons Used for Residential Use ÷ Residential Population) ÷ 365

3. Water Loss GPCD = (Total Water Loss ÷ Permanent Population) ÷ 365

4. Water Loss Percentage = (Total Water Loss ÷ Total Gallons in System) x 100; or (Water Loss GPCD ÷ Total GPCD) x 100

GPCD - Gallons Per Capita Per Day

**A base use figure, or baseline, should be included to calculate your estimated savings. Consider state and regional targets and goals, local climate, and demographics (i.e. wet year versus dry year, high usage versus low usage)*

APPENDIX D

Drought Contingency Plan

DRAFT

CITY OF BASTROP

DROUGHT CONTINGENCY PLAN

Adopted: August 27, 2019

Prepared by:

Walker Partners
engineers ★ surveyors

AMENDED DROUGHT CONTINGENCY PLAN FOR THE CITY OF BASTROP, TEXAS

Introduction and Background

The City of Bastrop provides utility services which includes providing treated water to its residents. Refer to the information below concerning general details for the city's water utility.

- Name of Utility: City of Bastrop
- Address: 300 Water Street., Bastrop, TX 78602
- Water CCN#: 11198
- PWS #: TX0110001

Safe, high quality drinking water is a precious resource in the Bastrop region. This Drought Contingency Plan (Plan) requires that the available resources of the City of Bastrop be put to the most beneficial use possible. The Plan also requires that the waste, unreasonable use, or unreasonable method of use of water be prevented and that conservation of water be extended with a view to reasonable and beneficial use in the interests of public health and welfare of the Bastrop community.

Section I: Declaration of Policy, Purpose, and Intent

In order to conserve the available water supply and protect the integrity of water supply facilities, with particular regard for domestic water use, sanitation, and fire protection, and to protect and preserve public health, welfare, and safety and minimize the adverse impacts of water supply shortage or other water supply emergency conditions, the City of Bastrop hereby adopts the following regulations and restrictions on the delivery and consumption of water by ordinance.

Water uses regulated or prohibited under this Plan are considered to be non-essential and continuation of such uses during times of water shortage or other emergency water supply conditions are deemed to constitute a waste of water which subjects the offender(s) to penalties as defined in Section XI of this Plan.

Section II: Public Involvement

Opportunity for the public to provide input into the preparation of the Plan was provided by the City of Bastrop by means of public hearing during a City Council meeting on August 27, 2019.

Section III: Public Education

The City of Bastrop will periodically provide the public with information about the Plan as well as water conservation and drought conditions, including information about the conditions under which each stage of the Plan is to be initiated or terminated and the drought response measures to be implemented in each stage. This information will be provided by means of paid advertisements, public notices, press releases, publication through City social media account(s), and/or utility bill inserts.

Section IV: Coordination with the Lower Colorado Regional Water Planning Group

The service area of the City of Bastrop is located within the Lower Colorado Regional Water Planning Region (Region K) and the City of Bastrop has provided a copy of this plan to the Lower Colorado Regional Water Planning Group.

Section V: Authorization

The City Manager, or his/her designee is hereby authorized and directed to implement the applicable provisions of this Plan upon determination that such implementation is necessary to protect public health, safety, and welfare. The City Manager, or his/her designee shall have authority to initiate or terminate drought or other water supply emergency response measures as described in this Plan. This Plan shall also be referenced in, and become an Appendix to, the City of Bastrop Emergency Management Plan, Annex L; Utilities.

Section VI: Application

The provisions of this Plan shall apply to all persons, customers, and property utilizing water provided by the City of Bastrop. The terms "person" and " customer" as used in the Plan include individuals, corporations, partnerships, associations, and all other legal entities. Utilization of a water source other than City potable water is exempt from the provisions of this Plan.

Section VII: Permanent Water Restrictions

This section establishes permanent water conservation regulations and applies year-round regardless of Drought stage.

(a) Landscape irrigation using automatic in-ground or hose-end sprinkler systems is prohibited between the hours of 9:30 a.m. and 6:30 p.m.
   1. The time restrictions do not apply to:
      i. The irrigation of commercial plant nurseries.
      ii. Irrigation using reclaimed water or other non-potable water sources.
      iii. New landscape installation during planting and the first ten (10) days after planting.
      iv. The testing of new irrigation systems or systems that are under repair.
      v. Irrigation using a hand-held bucket or hose equipped with a positive shut-off valve, pressure washer system, or other device that automatically shut off water flow when the hose is not being held by the water user.
      vi. Irrigation by drip irrigation or soaker hoses.

(b) The following constitute a waste of water and are prohibited:
   1. Washing sidewalks, walkways, driveways, parking lots, tennis courts, patios, or other hard-surfaced areas except with a pressure-washing system or to alleviate immediate health or safety hazards.
   2. Allowing water to run off a property or allowing water to pond or pool in the street, parking lot, or sidewalk.
   3. Operating an irrigation system with sprinkler heads that are broken or out of adjustment.
   4. Failure to repair a controllable leak(s) within a reasonable time period after having been given notice directing the repair of such leak(s).

(c) Ornamental fountains or ponds for aesthetic or scenic purposes must be equipped with a recirculation device. This restriction does not apply to ornamental fountains or ponds that use reclaimed water, non-potable water, or water provided by sources other than the City.

(d) Use of water for irrigation of golf course greens, tees, and fairways is permitted only on designated watering days as outlined in Section X of this plan. Such irrigation shall only occur from 1:00 a.m. to 7:00 a.m.and from 8:00 p.m. to midnight. These restrictions do not apply to irrigation of any golf course that uses reclaimed water or other non-potable sources.

Section VIII: Definitions

For the purposes of this Plan, the following definitions shall apply:

Aesthetic water use: water used for ornamental or decorative purposes such as fountains, reflecting pools, and water gardens.

Commercial and institutional water use: water use which is integral to the operations of commercial and non-profit establishments and governmental entities such as retail establishments, hotels and motels, restaurants, and office buildings.

Conservation: those practices, techniques, and technologies that reduce the consumption of water, reduce the loss or waste of water, improve the efficiency in the use of water or increase the recycling and reuse of water so that a supply is conserved and made available for future or alternative uses.

Customer: any person, company, or organization using water supplied by the City of Bastrop.

Daily water demand: the total amount of water pumped or otherwise released into distribution system(s) for customer use. Expressed in gallons, which are metered in a given 24-hour period (gallons per day).

Declaration of disaster: that action taken by the Mayor, as authorized by the City of Bastrop Emergency management Basic Plan and the Texas Disaster Act of 1975, when the Mayor determines that the public health, safety, and welfare may be threatened by a disastrous event, or the imminent threat of such an event.

Director: the director of water and wastewater, City of Bastrop, Texas.

Domestic water use: water use for personal needs or for household or sanitary purposes such as drinking, bathing, heating, cooking, sanitation, or for cleaning a residence, business, industry, or institution.

Drip irrigation: also known as *trickle irrigation* or *micro-irrigation* is an irrigation method which minimizes the use of water and fertilizer by allowing water to drip slowly to the roots of plants through a network of valves, pipes, tubing, and emitters.

Even number address: street addresses, box numbers, or rural postal route numbers ending in 0, 2, 4, 6, or 8 and locations without addresses.

Hose-end sprinkler: designed to screw into a standard hose and rest on the ground wherever you drag it and set it down; it then delivers water in a spray pattern in the immediate area.

Industrial water use: the use of water in processes designed to convert materials of lower value into forms having greater usability and value.

Landscape irrigation use: water used for the irrigation and maintenance of landscaped areas, whether publicly or privately owned, including residential and commercial lawns, gardens, golf courses, parks, and rights-of-way and medians.

Non-essential water use: water uses that are neither essential nor required for the protection of public, health, safety, and welfare, including:

(a) irrigation of landscape areas, including parks, athletic fields, and gold courses, except otherwise provided under this Plan;

(b) use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle;

(c) use of water to wash down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;

(d) use of water to wash down buildings or structures for purposes other than immediate fire protection;

(e) flushing gutters or permitting water to run or accumulate in any gutter or street;

(f) use of water to fill, refill, or add indoor or outdoor swimming pools or Jacuzzi-type pools;

(g) use of water in a fountain or pond for aesthetic water use or scenic purposes except where necessary to support aquatic life;

(h) failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s); and

(i) use of water from hydrants for construction purposes or any other purposes other than firefighting.

Odd numbered address: street addresses, box numbers, or rural postal route numbers ending in 1, 3, 5, 7, or 9.

Total production capability: the total net aggregate amount of water that can be produced from all water wells capable of supplying water to the system in any given 16-hour period.

Trigger: a threshold level to be used as an initiation or termination point for actions based on certain mathematical criteria, or as per the authority granted by Section 13.06.013 of the Bastrop City Code of Ordinances.

Section IX: Criteria for Initiation and Termination of Drought Response Stages

Daily water demand will be monitored for emergency conditions by the City Manager or his/her designee. Trigger conditions will be based on an emergency situation caused by a natural disaster, equipment or system failure, natural or manmade contamination, high daily average water demand, or any other condition that substantially and negatively affects the City's potable water supply. The City Manager, on either the recommendations of the Director or pursuant to their sole discretion and authority, shall determine when conditions warrant initiation or termination of each stage of the Plan.

The triggering criteria described below are based on a statistical analysis of the vulnerability of the water source under drought of record condition, and on known system capacity limits.

Stage 1 Trigger -- MILD Water Shortage Conditions / Water Awareness

Requirements for initiation
Customers shall be requested to voluntarily conserve water and adhere to the prescribed restrictions on certain non-essential water uses, as provided in Section X of this Plan, when daily water demand exceeds 85% of Total Production Capability for three (3) consecutive days or water demand approaches a reduced delivery capacity for all or parts of the system, and the City Manager determines that no circumstances exist that will decrease the demand except conservation by customers.

Requirements for termination
Stage 1 of the Plan may be terminated or rescinded when all of the conditions listed as triggering events have ceased to exist for a period of (3) consecutive days and would be unlikely to recur upon termination, or until such time as determined by the City Manager.

Stage 2 Trigger -- MODERATE Water Shortage Conditions / Water Watch

Requirements for initiation
Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses, as provided in Section X of this Plan, when the daily water demand exceeds 90 % of Total Production Capability for three (3) consecutive days, and that response measures required by Stage 1 trigger – MILD Water Shortage Conditions / Water Awareness have been implemented, and the City Manager determines that no circumstances exist that will decrease the demand below the Stage 2 Trigger except conservation by customers.

Requirements for Termination
Stage 2 of the Plan may be terminated or rescinded when all of the conditions listed as triggering events have ceased to exist for a period of (3) consecutive days and would be unlikely to recur upon termination, as determined by the City Manager. Upon termination of Stage 2, Stage 1 becomes operative.

Stage 3 Trigger -- CRITICAL Water Shortage Conditions

Requirements for Initiation
Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses, as provided in Section X of this Plan, when the daily water demand exceeds 95 % of Total Production Capability for three (3) consecutive days, and that response measures required by Stage 2 trigger – MODERATE Water Shortage Conditions / Water Watch have been implemented, and the City Manager determines that no circumstances exist that will decrease the demand below the Stage 3 Trigger except conservation by customers.

Requirements for Termination
Stage 3 of the Plan may be terminated or rescinded when all of the conditions listed as triggering events have ceased to exist for a period of (3) consecutive days. Upon termination of Stage 3, Stage 2 becomes operative.

Stage 4 Trigger –– EMERGENCY Water Shortage Conditions / Water Emergency

Requirements for Initiation
Customers shall be required to comply with the requirements and restrictions for Stage 4 of this Plan when the City Manager determines that a water supply emergency exists based on:

1. Major water line breaks, or pump or system failures occur, which cause substantially significant threat of a loss of capability to provide water service; or
2. Natural or man-made contamination of the water supply sources(s); or
3. Daily water demand equals or exceeds 100 % of the Total Production Capability for three (3) consecutive days.

Requirements for Termination
Stage 4 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three (3) consecutive days and would be unlikely to recur upon termination, as determined by the City Manager. Upon termination of Stage 4, the City Manager may impose requirements of Stage 1, 2, or 3 of the Plan if circumstances exist that require continued abatement to the effects of the emergency water shortage condition.

Stage 5 Trigger — WATER ALLOCATION

Requirements for Initiation
Customers shall be required to comply with the water allocation plan prescribed in Section IX of this Plan if the City Manager makes the determination that water shortage conditions threated public health, safety, and welfare due to the type, effect, or magnitude of such conditions.

Requirements for Termination
Stage 5 of the plan may be rescinded when the City Manager makes a determination that the triggering conditions no longer threaten public health, safety, and welfare of the City of Bastrop water utility customers.

Section X: Drought Response Stages

The City Manager, or his/her designee, shall monitor water supply and/or demand conditions on a daily basis and, in accordance with the triggering criteria set forth in Section IX of this Plan, and the City Manager will determine if conditions exist that would trigger any of the designated drought stages, and if so, shall implement the following notification protocol:

Notification of the Public:
The City Manager or his/her designee shall notify the public by means of:

(a) Publication in a newspaper of general circulation, and/or direct mail to customers, or
(b) Public service announcements, or signs posted in public places, or

(c) Notice posted on the City of Bastrop's website at https://www.cityofbastrop.org

Additional Notification:
The City Manager or his/her designee shall notify directly, or cause to be notified directly, the following individuals and entities:

(a) Mayor / Members of the City Council
(b) Fire Chief
(c) City and/or County Emergency Management Coordinator(s)
(d) County Judge
(e) State Disaster District / Department of Public Safety
(f) TNRCC (required when mandatory restrictions are imposed) Major water users
(g) Critical water users; i.e. hospitals, clinics and nursing homes
(h) City of Bastrop Department Heads

Stage 1 Response -- MILD Water Shortage Conditions

Target: Raise public awareness of water demand conditions and achieve a voluntary reduction such that daily water demand is equal to 85 % or less of Total Production Capability.

Best Management Practices for Supply Management:

The City Manager shall implement supply management measures that include reduction in flushing of water mains, visually inspect lines and repair leaks on a daily basis, monthly review of customer use/consumption records and follow-up on any that have unusually high usage, as well as conservation of incidental water usage at water and wastewater plants. Activities shall be implemented which include increased monitoring of meters, gauges, water levels in tanks, and water well production data.

Voluntary Water Use Restrictions for Reducing Demand:

Water customers are requested to voluntarily limit the use of water for nonessential purposes and to practice water conservation.

(a) Restricted Days/Hours: Water customers are requested to voluntarily limit the irrigation of landscaped areas to Sundays and Thursdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Saturdays and Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and to irrigate landscapes only between the hours of 12:00 a.m. (midnight) and 7:00 a.m., and between the hours of 6:00 p.m. to 9:00 p.m. on designated watering days. However, irrigation of landscaped areas is permitted at any time if it is by means of a hand-held hose, a faucet-filled bucket or watering can of five (5) gallons or less, or drip irrigation system.

(b) All general operations of the City of Bastrop shall adhere to mandatory water use restrictions prescribed for Stage 2 of the Plan.

(c) Water customers are requested to practice water conservation and to minimize or discontinue water use for non-essential purposes.

Stage 2 Response – MODERATE Water Shortage Conditions

Target: Achieve a reduction in water use such that daily water demand is equal to 90% or less of Total Production Capability.

Best Management Practices for Supply Management:

The City Manager shall implement supply management measures that discontinue flushing of water mains, irrigation of public landscaped areas and all water usage at water and wastewater plants not required for direct operations of the facilities.

Mandatory Water Use Restrictions for Demand Reduction:

Under threat of penalty for violation, the following water use restrictions shall apply to all City of Bastrop water utility customers.

(a) Irrigation of landscaped areas with hose-end sprinklers or automatic irrigation systems shall be limited to Sundays and Thursdays for customers with a street address ending in an even number (0, 2, 4, 6 or 8), and Saturdays and Wednesdays for water customers with a street address ending in an odd number (1, 3, 5, 7 or 9), and irrigate landscapes only between the hours of 4:00 a.m. and 8:00 a.m. and between the hours of 8:00 p.m. and 12:00 a.m. (midnight) on designated watering days. However, irrigation of landscaped areas is permitted at any time if it is by means of a hand-held hose, a faucet-filled bucket or watering can of five (5) gallons or less, or drip irrigation system.

(b) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is prohibited except on designated watering days between the hours of 7:00 p.m. until 11:00 p.m. Such washing, when allowed, shall be done with a faucet-filled bucket or a hand-held hose equipped with a positive shut-off nozzle. Vehicle washing may be done at any time on the immediate premises of a commercial car wash or commercial service station. Further, such washing may be exempted from these regulations if the health, safety, and welfare of the public is contingent upon frequent vehicle cleansing, such as garbage trucks and vehicles used to transport food and perishables.

(c) Use of water to fill, refill, or add to any indoor or outdoor swimming pools, wading pools, or Jacuzzi-type pools is prohibited except on designated watering days during the hours prior to 8:00 a.m. and the hours after 8:00 p.m.

(d) Use of water from hydrants shall be limited to firefighting, related activities, or other activities necessary to maintain public health, safety, and welfare, except that use of water from designated fire hydrants for construction purposes may be allowed under special permit from the City Manager.

(e) Use of water for the irrigation of athletic fields or golf course greens, tees, and fairways is prohibited except on designated watering days between the hours of 4:00 a.m. and 8:00 a.m. and the hours of 8:00 p.m. and 12:00 a.m. (midnight). However, if the athletic field or golf course utilizes a water source other than that provided by the City of Bastrop, the facility shall not be subject to these regulations.

(f) The following uses of water are defined as non-essential and are prohibited:
1. Use of water to wash down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
2. Use of water to wash down buildings or structures for purposes other than immediate fire protection;
3. Use of water for dust control;
4. Flushing gutters or permitting water to run or accumulate in any gutter or street; and
5. Failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s).

Stage 3 Response - CRITICAL Water Shortage Conditions

Target: Achieve a reduction in water use such that daily water demand is equal to 95% or less of Total Production Capability.

Best Management Practices for Supply Management:

The City Manager shall implement supply management measures that discontinue flushing of water mains, irrigation of public landscaped areas and all water usage at water and wastewater plants not required for direct operations of the facilities. Water usage at all City buildings shall be restricted to health, sanitation, cleanliness or firefighting purposes.

Mandatory Water Use Restrictions:

Under threat of penalty for violation, the following water use restrictions shall apply to all City of Bastrop water utility customers:

(a) Irrigation of landscaped areas by means of hand-held hoses, hand-held buckets or drip irrigation shall be limited to designated watering days, as outlined in Stage 2 of this Plan and between the hours of 6:00 a.m. and 8:00 a.m. and between 8:00 p.m. and 12:00 a.m. (midnight). The use of hose-end sprinklers or automatic sprinkler systems are prohibited at all times.

(b) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle not occurring on the premises of a commercial car wash and commercial service stations and not in the immediate interest of public health, safety and welfare is prohibited. Further, such vehicle washing at commercial car washes and commercial service stations shall occur only between the hours of 8:00 and 6:00 p.m.

(c) The filling, refilling, or adding of water to indoor or outdoor swimming pools, wading pools, and Jacuzzi-type pools is prohibited.

(d) Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life or where such fountains or ponds are equipped with a re-circulation system.

(e) No new, additional, expanded, or increased-in-size water service connections, meters, service lines, pipeline extensions, mains, or water service facilities of any kind shall be approved or installed for such time as this drought response stage or a higher-numbered stage shall be in effect.

(f) Use of water from hydrants shall be limited to firefighting, related activities, or other activities necessary to maintain public health, safety, and welfare. Use of water from fire hydrants for construction purposes is prohibited.

(g) Use of water for the irrigation of athletic fields or golf course greens, tees, and fairways is prohibited. However, if the athletic field or golf course utilizes a water source other than that provided by the City of Bastrop, the facility shall not be subject to these regulations.

(h) All non-essential uses of water as listed in Stage 2 of this plan are prohibited.

Stage 4 Response – EMERGENCY Water Shortage Conditions

Target: Achieve reduction in daily water demand sufficient to assure protection of public health, safety, and welfare of the City of Bastrop water utility customers.

Best Management Practices for Supply Management:

The City Manager shall implement supply management measures that discontinue flushing of water mains, irrigation of public landscaped areas and all water usage at water and wastewater plants not required for direct operations of the facilities. Water usage at all City buildings shall be restricted to health, sanitation, cleanliness or firefighting purposes.

Mandatory Water Use Restrictions:

Under threat of penalty for violation, all requirements of Stage 3 shall remain in effect during Stage 4 except:

(a) Irrigation of landscaped areas is absolutely prohibited.

(b) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is absolutely prohibited.

(c) Curtailment of service to persons shown to be of violation of prohibited uses of water may be ordered by the City Manager, if the City Manager determines that such curtailment would not be detrimental to the public health, safety, and welfare, and determines that such curtailment would benefit the mitigation of Stage 4 conditions.

Stage 5 Response - WATER ALLOCATION

In the event that water shortage conditions threaten public health, safety, and welfare due to the duration, type, effect or magnitude of such conditions, and a Declaration of Disaster has been issued relating to such conditions, the City Manager is hereby authorized to allocate water according to the following plan. In addition to other restrictions required in Stage 2, 3, or 4 Response, a monthly water allocation may be established by the City Manager for single family residential water customers.

Single-Family Residential Customers

The allocation to residential water customers residing in a single-family dwelling shall be as follows:

Persons per Household	Gallons per Month
1 or 2	4,500
3 or 4	5,500
5 or 6	6,500
7 or 8	7,500
9 or 10	8,500
11 or more	10,000

"Household" means the residential premises served by the customer's meter. "Persons per household" includes only those persons currently physically residing at the premises and expected to reside there for the entire billing period. It shall be assumed that a particular customer's household is comprised of two (2) persons unless the customer notifies the City of Bastrop of a greater number of persons per household on a form prescribed by the City Manager. It shall be the customer's responsibility to go to the City of Bastrop offices to complete and sign the form claiming more than two (2) persons per household. When the number of persons per household increases so as to place the customer in a different allocation category, the customer may notify the City of Bastrop on such form and the change will be implemented in the next practicable billing period. If the number of persons in a household is reduced, the customer shall notify the City of Bastrop in writing. Any person who knowingly, recklessly, or with criminal negligence falsely reports the number of persons in a household or fails to timely notify the City of Bastrop of a reduction in the number of persons in a household shall be subject to penalties set forth in Section XI of this Plan.

Residential water customers shall pay the following surcharge: 125 % of the normal and routine charge for water billed in excess of allocation.

Master-Metered Multi-Family Residential Customers

In addition to other restrictions in Stage 2, 3 or 4 Responses, a monthly water allocation may be established by the City Manager for master-metered multi-family water customers. The allocation to a customer billed from a master meter which jointly measures water to multiple permanent residential dwelling units (e.g., apartments, mobile homes) shall be allocated 6,ooo gallons per month for each dwelling unit. A dwelling unit may be claimed under this provision whether it is occupied or not. Any person who knowingly, recklessly, or with criminal negligence falsely reports the

number of dwelling units served by a master meter shall be subject to penalties set forth in Section XI of this Plan.

Customers billed from a master meter under this provision shall pay the following monthly surcharge: 125 % of the normal and routine charges for water billed in excess of allocation.

Commercial Customers

In addition to other restrictions in Stage 2, 3 or 4 Responses, a monthly water allocation may be established by the City Manager for each commercial customer. The commercial customer's allocation shall be no less than 75 percent of the customer's usage for corresponding month's billing period for the previous 12 months. If the customer's billing history is shorter than 12 months, the monthly average for the period for which there is a record shall be used for any monthly period for which no history exists. However, a customer for which 75 percent of the monthly usage is less than 6,ooo gallons, shall be allocated 6,ooo gallons. Upon request of a customer or at the initiative of the City Manager, the allocation may be reduced or increased if, (1) the designated period does not accurately reflect the customer's normal water usage or (2) other objective evidence demonstrates that the designated allocation is inaccurate under present conditions. A customer may appeal an allocation established hereunder to the Bastrop City Council.

Non-residential commercial customers shall pay the following surcharges: 150 % of the normal and routine charges for water billed in excess of allocation.

Industrial Customers

In addition to other restrictions in Stage 2, 3 or 4 Responses, a monthly water allocation may be established by the City Manager for each industrial customer, which uses water for processing purposes. The industrial customer's allocation shall be no less than 85 percent of the customer's water usage baseline. However, a customer of which 85 percent of the monthly usage is less than 6,ooo gallons, shall be allocated 6,ooo gallons. The industrial customer's water use baseline will be computed on the average water use for the three month period ending prior to the date of implementation of Stage 2 of the Plan. If the industrial water customer's billing history is shorter than 3 months, the monthly average for the period for which there is a record shall be used. Upon request of the customer or at the initiative of the City Manager, the allocation may be reduced or increased if, (1) the designated period for baseline calculation does not accurately reflect the customer's normal water usage, (2) the customer has added or is in the process of adding significant additional processing capacity, (3) the customer has shut down or significantly reduced the production of a major processing unit, (4) the customer has previously implemented significant permanent water conservation measures such that the ability to further reduce water use is limited, or (5) if other objective evidence demonstrates that the designated allocation is inaccurate under present conditions. A customer may appeal an allocation established hereunder to the Bastrop City Council.

Industrial customers shall pay the following surcharges: 150 % of the normal and routine charges for water billed in excess of allocation.

Section XI: Enforcement

(a) No person shall knowingly or intentionally allow the use of water from the City of Bastrop for residential, commercial, industrial, agricultural, governmental, or any other purpose in a manner contrary to any provision of this Plan, or in an amount in excess of that permitted by the drought response stage in effect at the time pursuant to action taken by in accordance with provisions of this plan.

(b) Any person who violates this Plan is guilty of a Class C misdemeanor and, upon conviction shall be punished by a fine of not less than FIFTY DOLLARS ($50.00) and not more than FIVE HUNDRED DOLLARS ($500.00). Each day that one or more of the provisions in this Plan is violated shall constitute a separate offense. If a person is convicted of two or more distinct violations of this Plan, the City Manager shall, upon due notice to the customer, be authorized to discontinue water service to the premises where such violations occur. Services discontinued under such circumstances shall be

restored only upon payment of a re-connection charge, hereby established at $25.00, and any other costs incurred by the City of Bastrop in discontinuing service. In addition, suitable assurance must be given to the City Manager that the same action shall not be repeated while the Plan is in effect. Compliance with this Plan may also be sought through injunctive relief in the District Court.

(c) Any person, including a person classified as a water customer of the City of Bastrop, in apparent control of the property where a violation occurs or originates shall be presumed to be the violator, and proof that the violation occurred on the person's property shall constitute a rebuttable presumption that the person in apparent control of the property committed the violation, but any such person shall have the right to show the he/she did not commit the violation. Parents shall be presumed to be responsible for violations of their minor children and proof that violation, committed by a child, occurred on property within the parents' control shall constitute a rebuttable presumption that the parent committed the violation, but any such parent may be excused if he/she proves that he/she had previously directed the child not to use the water as it was used in violation of this Plan and that the parent could not have reasonably known of the violation.

(d) Any police officer, Code Compliance Official, building official or other City of Bastrop employee designated by the City Manager, may issue a citation to a person he/she reasonably believes to be in violation of this Ordinance. The citation shall be prepared in duplicate and shall contain the name and address of the alleged violator, if known, the offense charged, and shall direct him/her to appear in the Municipal Court on the date shown on the citation for which the date shall not be less than three (3) days nor more than five (5) days from the date the citation was issued. The alleged violator shall be served a copy of the citation. Service of the citation shall be complete upon delivery of the citation to the alleged violator, to an agent or employee of a violator, or to a person over fourteen (14) years of age who is a member of the violator's immediate family or is a resident of the violator's residence. The alleged violator shall appear in Municipal Court to enter a plea of guilty or not guilty for the violation of this Plan. If the alleged violator fails to appear in Municipal Court, a warrant for his/her arrest may be issued. A summons to appear may be issued in lieu of an arrest warrant. These cases shall be expedited and given preferential setting in Municipal Court before all other cases.

Section XII: Variances

The City Manager may, in writing, grant temporary variance for existing water uses otherwise prohibited under this Plan if it is determined that failure to grant such variance would cause an emergency condition adversely affecting the health, sanitation, or fire protection for the public or the person requesting such variance and if one or more of the following conditions are met:

(a) Compliance with this Plan cannot be technically accomplished during the duration of the water supply shortage or other condition for which the Plan is in effect.

(b) Alternative methods can be implemented which will achieve the same level of reduction in water use.

Persons requesting an exemption from the provisions of this Ordinance shall file a petition for variance with the City of Bastrop within five (5) days after the Plan or particular drought response stage has been invoked. All petitions for variances shall be reviewed by the City Manager, or his/her designee, and shall include the following:

(a) Name and address of the petitioner(s).

(b) Purpose of water use.

(c) Specific provision(s) of the Plan from which the petitioner is requesting relief.

(d) Detailed statement as to how the specific provision of the Plan adversely affects the petitioner or what damage or harm will occur to the petitioner or others if the petitioner complies with this Ordinance.

(e) Description of the relief requested.

(f) Period of time for which the variance is sought.

(g) Alternative water use restrictions or other measures the petitioner is taking or proposes to take to meet the intent of this Plan and the compliance date.

(h) Other pertinent information.

Variances granted by the City Manager shall be subject to the following conditions, unless waived or modified:

(a) Variances granted shall include a timetable for compliance.

(b) Variances granted in a particular stage shall expire upon advancing to a more restrictive stage of the Plan.

(c) Petitioners shall promptly display the variance granted where it can be read by the general public at all location(s) for which the variance applies, and make said variance available to the public.

(d) Variances granted may be rescinded or revoked by the City Manager if the Petitioner fails to meet specific requirements set forth in the variance. The variance will automatically expire when the Plan is no longer in effect.

(e) No variance shall be retroactive or otherwise justify any violation of this Plan occurring prior to the issuance of the variance.

Section XIII: City Manager's Authority to Impose Additional Restrictions

(a) The City Manager may, in his/her sole discretion, implement mandatory water restrictions in addition to those previously described in this Drought Contingency Plan, to protect the public health and safety in the event of an unusual water system operation event, equipment failure, catastrophic occurrence, or severe weather event.

(b) The City Manager may implement mandatory restrictions, immediately effective, by public announcement.

Attachment 2 – Summary Log of Revisions from Previous Drought Contingency Plan

Edits	Section	Description
1	General	Renumbered plan sections to be consistent with model template provided by Lower Colorado Planning Group
2	Introduction and Background	Added utility information including name of utility, address, Water CCN #, and Public Water Supply System #
2.1	Introduction and Background	Removed reference to coordination with Regiona K as this is provided in its own dedicated section further down in the Plan
3	Section 1	Added "by ordinance" to the end of first paragraph
4	Section 2	Added in new Section 2 to address public involvement provisions
5	Section 3	Revised paragraph to include the Plan in the first sentence
6	Section 3	Added reference to City social media account
7	Section 4	Modified references to Lower Colorado Regional Water Planning Group to align with how it's referenced in the model template from LCRPG
8	Section 5	Added 'his/her designee' after mentions of City Manager
8.1	Section 7	Reformatted sub-listing to include the 'Time Restrictions do not apply' bullet within the heading bullet of landscape irrigation.
9	Section 9	Replaced 'their' with 'his/her' after reference to City Manager
10	Section 9	Revised Water/Wastewater Director to be Director to match Definitions reference
11	Section 9, Stage 1	Replaced 'Stage 1 conditions' with 'all of the conditions listed as triggering events have ceased to exist' to standardize to language provided in LCRPG model
12	Section 9, Stage 2	Replaced 'Stage 1 conditions' with 'all of the conditions listed as triggering events have ceased to exist' to standardize to language provided in LCRPG model
13	Section 9, Stage 3	Replaced 'Stage 1 conditions' with 'all of the conditions listed as triggering events have ceased to exist' to standardize to language provided in LCRPG model
14	Section 9, Stage 4	Update Item 3 under requirements for initiation to read 'equals or exceeds' in liue of just 'equal'
15	Section 9, Stage 4	Replaced 'Stage 1 conditions' with 'all of the conditions listed as triggering events have ceased to exist' to standardize to language provided in LCRPG model
16	Section 9, Stage 5	Added Stage 5 Trigger Water Allocation to Section IX;
17	Section 10	First paragraph, added reference to City Manager to clarify only City Manager can make determination
18	Section 10	Added 'his/her designee' after mentions of City Manager, for notifications
19	Section 10	Added 'his/her designee' after mentions of City Manager, for additional notifications
20	Section 10	Included URL to city's website under notifications
21	Section10, Stage 1	Changed Goal to Target to align with LCPRPG model template; reworded target statement to indicate demand equal to % of target production in liue of providing mandated decrease. Previous version read as if the % given is the target reduction vs a reduction to get below the %
22	Section10, Stage 1	Changed 'Supply Management Measures' to 'Best Management Practices for Supply Management' in heading to align with language in LCRPG model template
23	Section10, Stage 1	Revised irrigation water times to be 12:00 am; previous version incorrectly listed 12:00 pm as midnight.
24	Section10, Stage 1	changed 'permananent' to 'mandatory'.

25	Section 10, Stage 2	Changed Goal to Target to align with LCPRPG model template; reworded target statement to indicate demand equal to % of target production in liue of providing mandated decrease. Previous version read as if the % given is the target reduction vs a reduction to get below the %
26	Section 10, Stage 2	Changed 'Supply Management Measures' to 'Best Management Practices for Supply Management' in heading to align with language in LCRPG model template
27	Section10, Stage 2	Revised times to be 12:00 am; previous version incorrectly listed 12:00 pm as midnight.
28	Section 10, Stage 3	Changed Goal to Target to align with LCPRPG model template; reworded target statement to indicate demand equal to % of target production in liue of providing mandated decrease. Previous version read as if the % given is the target reduction vs a reduction to get below the %
29	Section 10, Stage 3	Changed 'Supply Management Measures' to 'Best Management Practices for Supply Management' in heading to align with language in LCRPG model template
30	Section 10, Stage 3	Deleted Restricted Days/Hours as this heading is applicable to multiple subitems, not just the one it was included for. Deleted for consitency
31	Section 10, Stage 3	Added 12:00 a.m. to be consistent with time callouts in used elsewhere in document.
32	Section 10, Stage 4	Changed Goal to Target to align with LCPRPG model template
33	Section 10, Stage 4	Changed 'Supply Management Measures' to 'Best Management Practices for Supply Management' in heading to align with language in LCRPG model template

Attachment 3 – Cover Letter for Drought Contingency Plan Submittal to the Region K Regional Water Planning Group

Walker Partners
engineers ★ surveyors

804 Las Cimas Pkwy., Suite 150
Austin, Texas 78746

9/3/2019

Lower Colorado River Authority
P.O. Box 220
Austin, TX 78767-0220

Attn: Stacy Pandey

Re: Drought Contingency Plan for the City of Bastrop, Texas

Dear Ms. Pandey:

The City of Bastrop is submitting the enclosed Drought Contingency Plan to the Region K – Lower Colorado Regional Water Planning Group as prescribed by the Texas Commission on Environmental Quality (TCEQ) in 30 TAC §288. This plan is an update to the City's previous drought contingency plan prepared in May 2012, and it was adopted by the City of Bastrop through a council resolution on August 27, 2019. Updates to the current plan have been incorporated based on a review of the Region K 2016 Regional Water Plan and sample model plan guidance provided by the regional planning group.

Please feel free to contact me should you have any questions or comments concerning the information in the enclosed Drought Contingency Plan.

Sincerely,

DANIEL M. FRAZIER, P.E.
PROJECT MANAGER
M 512.960.0081

DF

Attachments: 2019 City of Bastrop Drought Contingency Plan

Postal Delivery

Cc: Project File

Attachment 4 – City Council Resolution Adopting Current Drought Contingency Plan for the City of Bastrop

RESOLUTION NO. R-2019-76

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS APPROVING THE ADOPTION OF A DROUGHT CONTINGENCY; REPEALING CONFLICTING PROVISIONS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Bastrop, Texas recognizes that the amount of water available to the City of Bastrop and its water utility customers are limited and subject to depletion during periods of extended drought; and

WHEREAS, the City Council of the City of Bastrop, Texas recognizes that natural limitations due to drought conditions and other acts of God cannot guarantee an uninterrupted water supply for all purposes; and

WHEREAS, Section 11.1272 of the Texas Water Code and applicable rules of the Texas Commission on Environmental Quality require all public water supply systems in Texas to prepare a drought contingency plan; and

WHEREAS, as authorized under law, and in the best interests of the customers of the City of Bastrop, the City Council of the City of Bastrop, Texas deems it expedient and necessary to establish certain rules and policies for the orderly and efficient management of limited water supplies during drought and other water supply emergencies; and

WHEREAS, the City of Bastrop previously adopted a Drought Contingency Plan and requires it be amended or revised and resubmitted to the Texas Commission on Environmental Quality.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:

SECTION 1. That the amended Drought Contingency Plan attached hereto as Exhibit "A" and made part hereof for all purposes be, and the same is hereby, adopted as the official policy of the City of Bastrop.

SECTION 2. That the City Manager is hereby directed to implement, administer, and enforce the Drought Contingency Plan.

SECTION 3. That this resolution shall take effect immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop, Texas this 27th day of August 2019.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

APPENDIX E

Region K Notification Letter

DRAFT

May 1, 2026

Lower Colorado River Authority
Region K Water Planning Group
Attn: Annette Keaveny
P.O. Box 220
Austin, TX 78767-0220

Re: Water Conservation Plan for the City of Bastrop, TX

Dear Ms. Keaveny,

The City of Bastrop is submitting the enclosed Water Conservation Plan to the Region K-Lower Colorado Regional Water Planning Group as prescribed by the Texas Water Development Board (TWDB) in 31 TAC §363. This plan is an update to the City previous water conservation plan (adopted April 2019). The updated plan was adopted by the City of Bastrop by passing Ordinance No. 2026-12 on April 28, 2026. Updates to the previous plan primarily include revisions to the City's 5-year and 10-year water conservation targets, and an updated water utility profile.

Please feel free to contact me should you have any questions or comments concerning the information in the enclosed Water Conservation Plan.

Sincerely,

Curtis Hancock
Director of Water & Wastewater
City of Bastrop

Enclosures:
City of Bastrop 2026 Water Conservation Plan

City of Bastrop
Water & Wastewater
Department

Mailing Address:
1311 Chestnut Street
Bastrop, Texas 78602

Physical Address:
385 TX-304 Unit B
Bastrop, Texas 78602

512-332-8960 Main
512-332-8830 24-Hrs
512-332-8969 Fax

Website:
www.cityofbastrop.org

Curtis Hancock
Director

James Wilson
Superintendent

Kimberly Hanly
Water Conservation & Special Programs Coord.

Christy Hunn
Executive Admin Asst

APPENDIX F

City of Bastrop City Council Ordinance Adoption

DRAFT

CITY OF BASTROP, TX

ORDINANCE NO. 2026-12

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, ADOPTING A WATER CONSERVATION PLAN IN ACCORDANCE WITH TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND TEXAS WATER DEVELOPMENT BOARD REGULATIONS; PROVIDING FOR: FINDINGS OF FACT, ENACTMENT, REPEALER, SEVERABILITY, EFFECTIVE DATE, AND PROPER NOTICE AND MEETING.

WHEREAS, the City of Bastrop, Texas, recognizes that the amount of water available to the City and its water utility customers is limited and subject to depletion during periods of extended drought; and

WHEREAS, the City recognizes that due to natural limitations, drought conditions, system failures, and other acts of God which may occur, the City cannot guarantee an uninterrupted water supply for all purposes at all times; and

WHEREAS, the Texas Water Code and the regulations of the Texas Commission on Environmental Quality ("TCEQ") require that the City adopt a Water Conservation Plan; and

WHEREAS, Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.2 of the Texas Administrative Code sets forth the TCEQ guidelines and requirements governing the development of water conservation plans for public water suppliers; and

WHEREAS, in accordance with 30 T.A.C. § 288.2, the City has devised a strategy or combination of strategies for reducing the volume of water withdrawn from its water supply source, for maintaining and improving the efficiency in the use of water, for increasing the recycling and reuse of water, and for preventing the pollution of water; and

WHEREAS, the City Council of the City of Bastrop has determined that it is in the best interest of the citizens of Bastrop, Texas to adopt a Water Conservation Plan; and

WHEREAS, pursuant to Chapter 54 of the Local Government Code, the City is authorized to adopt such Ordinances necessary to preserve and conserve its water resources; and

WHEREAS, the City Council of the City of Bastrop desires to adopt the attached Water Conservation Plan as official City policy for the conservation of water.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Bastrop, Texas:

Section 1. Findings of Fact: The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth word-for-word herein.

Section 2 Enactment: The City of Bastrop Texas Water Conservation Plan attached hereto as Exhibit "A" and made part hereof for all purposes be, and the same is hereby, adopted as the official policy of the City. In addition to filing with the Texas Water Development Board, a copy of this Water Conservation Plan shall be maintained in the City's files and placed on the City website in order that the public may have ready access to the Plan.

Section 3 Repealer: Ordinance 2020-07, adopted on April 28th, 2020 May 11, 2010 and April 26, 2016 respectively, are hereby repealed. All other ordinances, resolutions, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

Section 4. Severability: Should any of the clauses, sentences, paragraphs, sections, or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

Section 5. Effective Date: This Resolution shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City's Charter, its Code of Ordinances, and the laws of the State of Texas.

Section 6. Proper Notice & Meeting: It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

READ AND ACKNOWLEDGED on First Reading on the 14th day of April 2026.

READ & APPROVED on Second Reading on the 28th day of April 2026.

APPROVED:

By : _____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

STAFF REPORT

MEETING DATE: April 14, 2025

TITLE:
Consider and act on Resolution No. R-2026-48, approving a construction contract with Texas Utilities (Corix) for a not-to-exceed amount of One Hundred Sixty-Four Thousand, Three Hundred, Seventy Dollars and Zero Cents ($164,370.00) for the Texas Utilities (Corix) Force Main Extension as attached in Exhibit A; authorizing the execution of all necessary documents; upon request and providing for findings of fact, repealer, severability, effective date, proper notice, and meeting.

AGENDA ITEM SUBMITTED BY:
Curtis Hancock, Director of Water & Wastewater

BACKGROUND/HISTORY:
The City Council approved entering into a Wholesale Wastewater Service Agreement with Corix Utilities at the January 9, 2024, Council meeting.

Due to engineering and easement delays, the Blakey Lane Water & Wastewater Project will not be completed in time for Corix to connect to the sewer main. We have considered two options to eliminate the high cost of sewer pump and haul.

Option 1 - $164,370.00 ($144,370 – Construction; $20,000 - Engineering: Until the 36-inch sewer line extension along Blakey Lane is complete, extension of the force main from the Texas Utilities (Corix) Lift Station will connect with the existing 24-inch sewer line serving Val Verde Subdivision on FM 969. This option will not require removal or pump and haul at a later date.

Option 2 - $154,956.00: Installation of a temporary lift station at Blakey Lane that will pump to the existing 24-inch sewer line serving Val Verde Subdivision on FM 969. This option will require power installation at the site (not included in cost). This option will also require removal of the lift station and pump and haul to make a final connection.

FISCAL IMPACT:
The project will be funded by Capital Outlay Series 2023.

RECOMMENDATION:
Approve Resolution No. R-2026-48, Option 1 – Force Main Extension to Texas Utilities (Corix).

ATTACHMENTS:
- Resolution No. R-2026-48
- Exhibit A: Option 1 and Option 2 cost proposal

CITY OF BASTROP, TX

RESOLUTION NO. R-2026-48

A RESOLUTION OF THE CITY OF BASTROP, TEXAS, APPROVING A CONSTRUCTION CONTRACT WITH TEXAS UTILITIES (CORIX) FOR A NOT-TO-EXCEED AMOUNT OF ONE HUNDRED SIXTY-FOUR THOUSAND, THREE HUNDRED, SEVENTY DOLLARS AND ZERO CENTS ($164,370.00) FOR THE TEXAS UTILITIES (CORIX) FORCE MAIN EXTENSION SERVING THE VAL VERDE SUBDIVISION AS ATTACHED IN EXHIBIT A; AUTHORIZING THE EXECUTION OF ALL NECESSARY DOCUMENTS; PROVIDING FOR FINDINGS OF FACT, REPEALER, SEVERABILITY, EFFECTIVE DATE, PROPER NOTICE, AND MEETING

WHEREAS, the City Council of the City of Bastrop, Texas has appointed the City Manager as the Chief Administrative Officer or the City; and

WHEREAS, the City Manager is responsible for the proper administration of all affairs of the City; and

WHEREAS, the total cost of the contract shall not exceed One Hundred Sixty-Four Thousand, Three Hundred, Seventy Dollars and Zero Cents ($164,370.00); and

WHEREAS, the City Council of the City of Bastrop finds that entering into a construction contract with Texas Utilities (Corix) is in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bastrop, Texas:

Section 1. Findings of Fact: The foregoing recitals are incorporated into this resolution ("Resolution") by reference as findings of fact as if expressly set forth word-for-word herein.

Section 2: That the City Manager is hereby authorized to execute a construction contract with Texas Utilities (Corix) for a not-to-exceed amount of One Hundred Sixty-Four Thousand, Three Hundred, Seventy Dollars and Zero Cents ($164,370.00), herein attached as Exhibit A.

Section 3: All orders, ordinances, and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of the Resolution are hereby repealed to the extent of such conflict, and the provisions of the Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. Repealer: To the extent reasonably possible, resolutions are to be read together in harmony. However, all resolutions, or parts thereof, that are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters regulated.

Section 5. Severability: Should any of the clauses, sentences, paragraphs, sections, or parts of this Resolution be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Resolution.

Section 6. Effective Date: This Resolution shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City's Charter, its Code of Ordinances, and the laws of the State of Texas.

Section 7. Proper Notice & Meeting: It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop, Texas this 14th day of April, 2026.

APPROVED:

By : _____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

Coastal Pump Services, Inc.
Quote

Date: 04/01/2026 S.O. #: 15974 Salesman: CW Customer P.O. #: _____

Customer: City of Bastrop
Contact: Tommy Dupuy

Phone: 512-308-7645 Repair Location: Bastrop
E-Mail: tdupuy@cityofbastrop.org

We are pleased to quote the following: Duplex Lift Station Package, 3 Phase 230 Volt

INCLUDING: Provide and deliver duplex lift station package to include-
(2) Solids Handling Pumps Model 6SWM15036DS, 15HP, 230V, 3 PH, 43 FLA, 1038 GPM @ 32.3 Feet, 12.4" Impeller
(1) Duplex Fully Featured Panel
BPH23D4XNM040 - 230V, 3PH – DUPLEX PANEL 43A
NEMA 4X Enclosure, Alarm Light, Alarm Buzzer, Moisture and Temperature Sensor, (4) 40' Floats and Weights

(1) 96" Diameter X 240" Deep Fiberglass Rail System Complete to Include-

- With anti-float collar
- 102" Aluminum Hatch Cover
- Steel Lifting Lug for placement of basin system
- Duplex Slide Rail Couplings with hardware pack for movable attachment to pump
- SS Upper guide rail brackets
- Intermediate SS guide rail bracket
- 3/16" X 25-foot lifting chain - each pump
- 6" Schedule 80 PVC Piping
- SS Level control mounting bracket
- In flow hub as required
- 6" Plug Valves

Total Quoted Price: $154,956.00
(Buy Board 770-25)

TERMS: Net 30 days

WARRANTY: New equipment will be warranted for ONE YEAR Manufactures' warranty or other specified. Rebuilt equipment will be warranted for **ONE YEAR** based on workmanship, parts and labor. All electrical components on motor's (rewind/recondition) are subject to inspection for cause of failure.

Quoted price is valid for 30 days and does not include any applicable taxes.
To expedite service, please sign form, include purchase order number, and fax back to Coastal Pump Services. Any equipment left over 90 days without decision is subject to be discarded. Thank you for your consideration. Please feel free to contact us with any questions.

P.O. BOX 1277, Manvel, TX 77578
Office: 281-915-5388 Office Fax: 281-915-5138

Customer	Chad Wendt
Customer's Name (Print)	Date

3/12/26

Kimley-Horn
5301 Southwest Parkway
Building 2, Suite 100
Austin, TX 78735

RE: Force Main Extension to Existing Val Verde Structure.

As requested, Reynolds has developed a cost proposal to install fittings, valves and piping to relay wastewater to an existing manhole structure on the east side of FM 969 near the Valverde housing addition entrance. Scope of work includes installing a wye fitting and two valves upstream of the new polymer manhole on the FM 969 project, open cut installation of approximately 900' of 10" HDPE force main and connecting to an existing manhole.

Reynolds is proposing to hold the open cut pricing currently being offered on the FM 969 project. This per foot price would include the above-mentioned scope of work excluding the gate valve material, the manhole coring and epoxy lining repair and the exploratory excavation mentioned within the request for quote. Please see the cost breakdown below.

900' of 10" Force Main Installation	$ 143.00 / ft.	$ 128,700.00
2 – 10" Gate Valves	$ 3,335.00 / ea.	$ 6,670.00
Exiting MH Coring & Epoxy Repair	$ 4,000.00	$ 4,000.00
Exploratory Excavation at Existing MH	$ 5,000.00	$ 5,000.00
	Total Proposed Cost	**$ 144,370.00**

Clarifications :

A) Pricing based on marked-up drawings sent on 2/26/26.
B) Material budgets are based on current commodity prices and are subject to fluctuations.
C) We assume the design details of the current FM 969 project are applicable to this work (bedding, restraint, etc.)

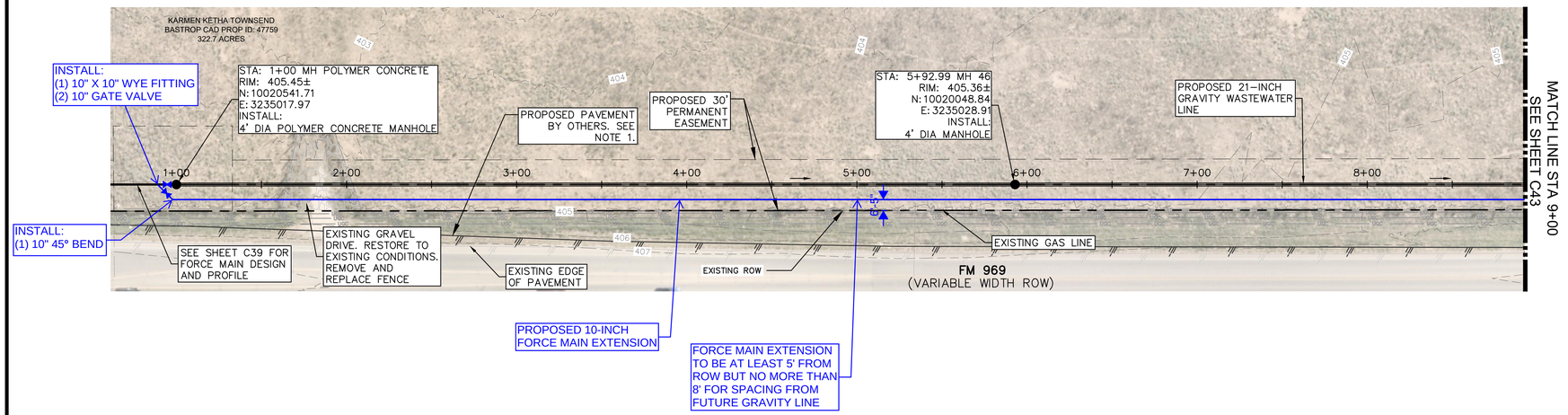
Please contact me with any questions or concerns.

Respectfully,

Justin Morgan
Project Manager
Reynolds Construction, LLC
6225 N County Road 75 E | Orleans, IN | 47452
Office: 812-666-3690 | Cell: 812-653-9838
justin.morgan@reynoldscon.com | www.reynoldscon.com

This is for initial pricing and design review.

Detailed design to follow.



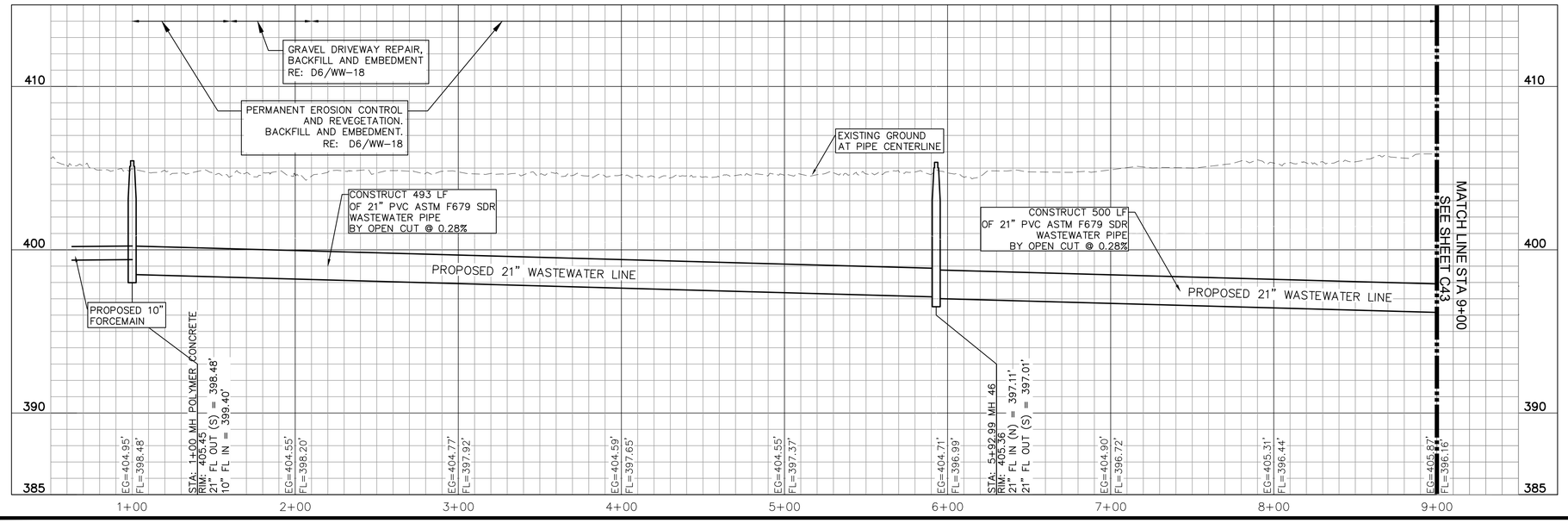
NORTH

GRAPHIC SCALE IN FEET
0 20 40 80
1" = 40' HORIZONTAL
1" = 80' HORIZONTAL FOR HALF SIZE

SHEET NOTES:

1. COLONY DEVELOPMENT IMPROVEMENTS BY OTHERS. CONTRACTOR TO COORDINATE ACCESS AND SEQUENCING AS NEEDED.

1" = 4' VERTICAL
1" = 8' VERTICAL FOR HALF SIZE



Kimley»Horn
Firm No. F-928
5301 Southwest Pkwy, Building 2, Suite 100, Austin, TX, 78735 P: 512-646-2237

No.	Revision	By	Date

FM 969
WASTEWATER
EXTENSION

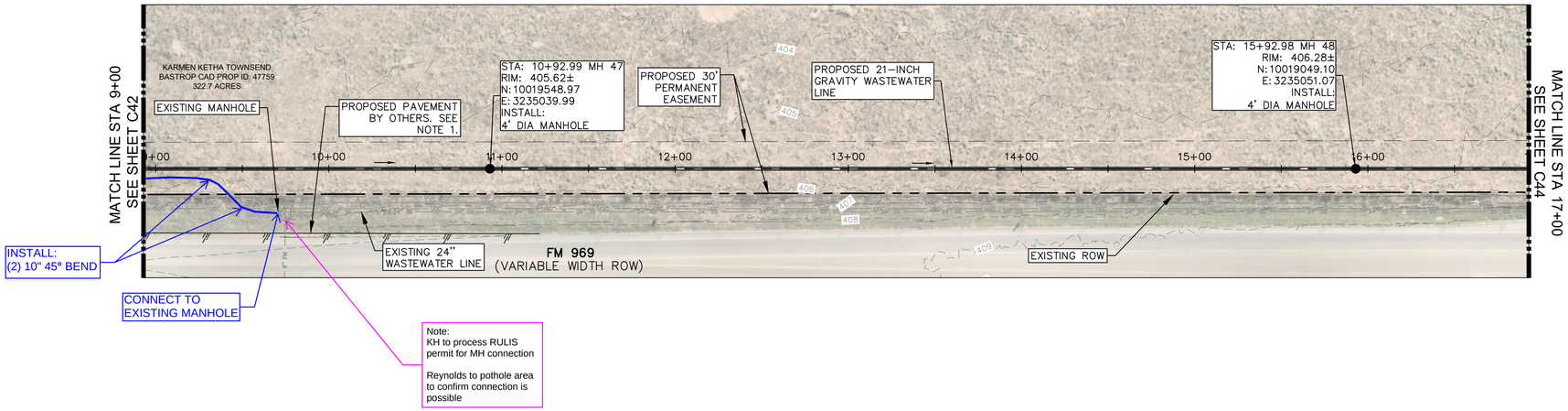
GRAVITY EXTENSION
TO BLAKEY STA 1+00
- 9+00

Texas Water Utilities

DATE:	JULY 2025	DESIGN:	SAJ
DRAWN:	JCH, CJT, ALZ	CHECKED:	SRM
KHA NO.:	069268836		

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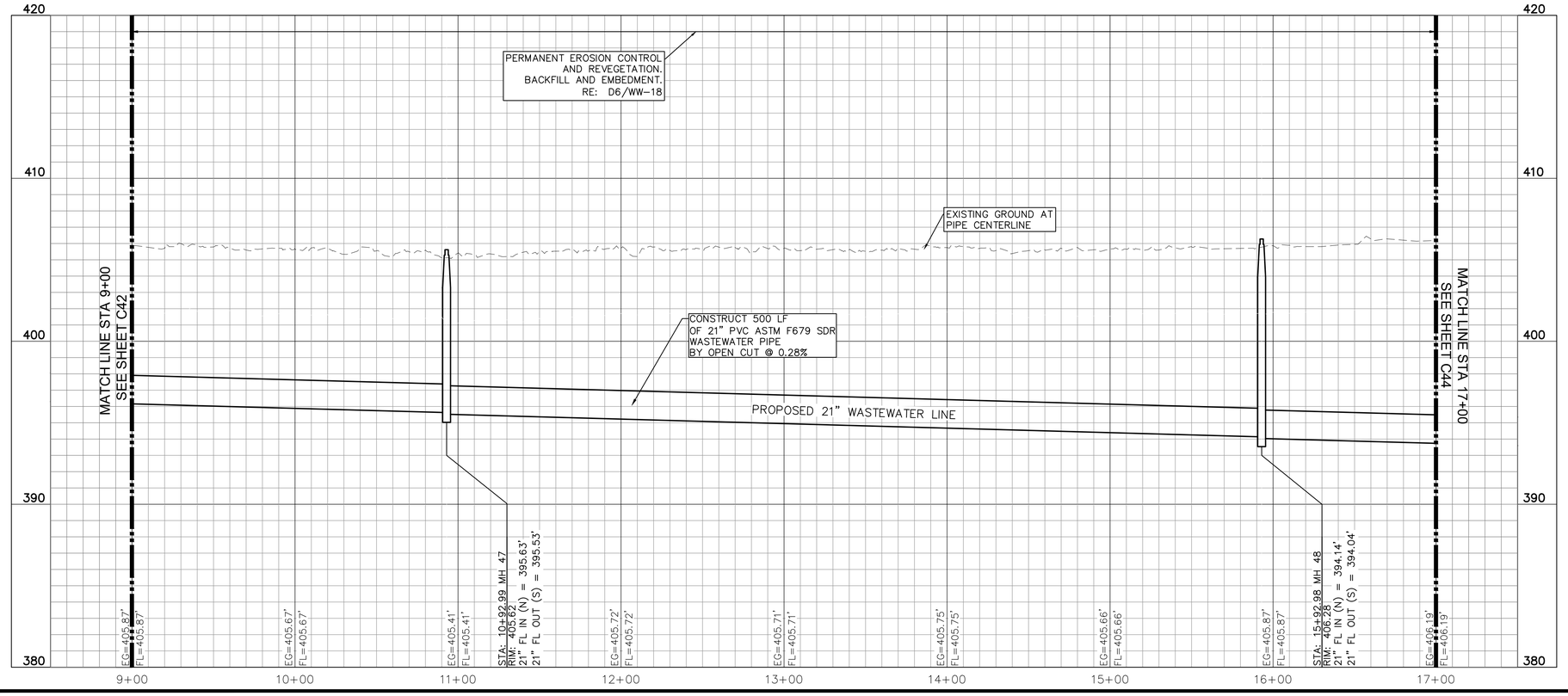


GRAPHIC SCALE IN FEET
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1" = 40' HORIZONTAL
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No.	Revision	By	Date

FM 969
WASTEWATER
EXTENSION

GRAVITY EXTENSION
TO BLAKEY STA
9+00-17+00

Texas Water Utilities

DATE:	JULY 2025		
DESIGN:		SAJ	
DRAWN:	JCH, CJT, ALZ		
CHECKED:		SRM	
KHA NO.:	069268836		

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STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:
Consider and act on Resolution No. R-2026-51, approving an Engineering contract with Walker Partners, for a not-to-exceed amount of Two Hundred Sixty-Six Thousand, One Hundred Seventy Dollars and Zero Cents ($266,170.00) for engineering services for the design of relocation of the outfall for WWTP #3 as attached in Exhibit A; authorizing the execution of all necessary documents upon request and providing for findings of fact, repealer, severability, effective date, proper notice, and meeting.

AGENDA ITEM SUBMITTED BY:
Curtis Hancock, Director of Water & Wastewater

BACKGROUND/HISTORY:
Municipal wastewater effluent outfall is the final discharge point (a pipe, drain, or channel) where treated wastewater is released into a body of water.

TCEQ is heavily scrutinizing wastewater discharge permits in Texas with an increased opposition to releasing treated sewage effluent into local creeks. The City's outfall discharges 500 feet from the Colorado river into an unnamed creek. We need to relocate the outfall to within 200 feet of the river to keep our current permit limits.

We are proposing a collaboration with Walker Partners for engineering services regarding the relocation of the West Wastewater Treatment Plant Effluent Outfall Project. This outfall will serve existing Wastewater Plant #3, along with three future expansions.

FISCAL IMPACT:
The Two Hundred Sixty-Six Thousand, One Hundred Seventy Dollars and Zero Cents will be funded by a future bond borrow. That funding will return on the 4/28/2026 Council Meeting.

RECOMMENDATION:
Approve Resolution No. R-2026-51, awarding an engineering contract to Walker Partners for engineering services regarding the outfall relocation design.

ATTACHMENTS:
- Resolution No. R-2026-51
- Exhibit A: DRAFT Scope and Fee Proposal with Walker Partners

CITY OF BASTROP, TX

RESOLUTION NO. R-2026-51

A RESOLUTION OF THE CITY OF BASTROP, TEXAS, APPROVING AN ENGINEERING SERVICES CONTRACT WITH WALKER PARTNERS, FOR A NOT-TO-EXCEED AMOUNT OF TWO HUNDRED SIXTY-SIX THOUSAND, ONE HUNDRED SEVENTY DOLLARS AND ZERO CENTS ($266,170.00) FOR ENGINEERING SERVICES REGARDING THE RELOCATION OF THE WEST WASTEWATER TREATMENT PLANT EFFLUENT OUTFALL PROJECT, AS ATTACHED IN EXHIBIT A; AUTHORIZING THE EXECUTION OF ALL NECESSARY DOCUMENTS; PROVIDING FOR FINDINGS OF FACT, REPEALER, SEVERABILITY, EFFECTIVE DATE, PROPER NOTICE, AND MEETING

WHEREAS, the City Council of the City of Bastrop, Texas has appointed the City Manager as the Chief Administrative Officer of the City; and

WHEREAS, the City Manager is responsible for the proper administration of all affairs of the City; and

WHEREAS, the total cost of the services shall not exceed Two Hundred Sixty-Six Thousand, One Hundred Seventy Dollars and Zero Cents ($266,170.00); and

WHEREAS, the City Council of the City of Bastrop finds that entering into an engineering services contract with Walker Partners is in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bastrop, Texas:

Section 1. **Findings of Fact:** The foregoing recitals are incorporated into this resolution ("Resolution") by reference as findings of fact as if expressly set forth word-for-word herein.

Section 2: That the City Manager is hereby authorized to execute an engineering services contract with Walker Partners for a not-to-exceed amount of $266,170.00, herein attached as Exhibit A.

Section 3: All orders, ordinances, and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of the Resolution are hereby repealed to the extent of such conflict, and the provisions of the Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. **Repealer:** To the extent reasonably possible, resolutions are to be read together in harmony. However, all resolutions, or parts thereof, that are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters regulated.

Section 5. **Severability:** Should any of the clauses, sentences, paragraphs, sections, or parts of this Resolution be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Resolution.

Section 6. **Effective Date:** This Resolution shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City's Charter, its Code of Ordinances, and the laws of the State of Texas.

Section 7. **Proper Notice & Meeting:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop, Texas this 14th day of April, 2026.

APPROVED:

by: _____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

City of Bastrop West Wastewater Treatment Plant (Plant No. 3) Outfall Relocation Project
Walker Partners Level Of Effort
3/2/2026
Detailed Overall Consultant Cost Breakdown

Project Fee Summary		
Basic Effort	$	231,170
Supplemental	$	35,000
Total Effort	$	266,170

Task		Jenkins	Winkler	Dunlop	Alvin				Walker			3-Man Crew		Total Hours	Total Labor Effort	Total Expense Effort	Total Sub Effort	Total Effort	Assumptions
	Project Role	Managing Principal/PM	Design Manager	Project Engineer	Design Tech				QC	Survey Manager	Project Surveyor	Survey Field Crew	Survey Tech VIII						
	Hourly Bill Rate	$385.00	$290.00	$155.00	$160.00				$385.00	$210.00	$195.00	$235.00	$130.00						
Basic Services																			
1	**Project Management**	27	24	28	8	0	0	0	12	4	0	0	0	103	28,435	195	0	28,630	
1.1	Monthly Invoice and Progress Report	3												3	$ 1,155	$ 65	$ -	$ 1,220	
1.2	Project Meetings	16	16	20	8				8	4				72	$ 19,100	$ 65	$ -	$ 19,165	
1.3	Project Coordination	8	8	8					4					28	$ 8,180	$ 65	$ -	$ 8,245	
														0	$ -	$ -	$ -	$ -	
														0	$ -	$ -	$ -	$ -	
2	**60% Design**	16	32	96	80	0	0	0	26	3	12	50	46	361	73,830	2,185	34,710	110,725	
2.1	Survey									3	12	50	46	111	$ 20,700	$ 2,120	$ -	$ 22,820	
2.2	Geotechnical Engineering													0	$ -	$ -	$ 15,000	$ 15,000	Three Borings
2.3	Civil	16	24	80	80				12					212	$ 42,940	$ -	$ -	$ 42,940	
2.4	Structural													0	$ -	$ 65	$ 7,710	$ 7,775	
2.5	Environmental													0	$ -	$ -	$ 12,000	$ 12,000	
2.6	OPCC		8	16					2					26	$ 5,570	$ -	$ -	$ 5,570	
2.7	Quality Reviews								12					12	$ 4,620	$ -	$ -	$ 4,620	
3	**TCEQ Discharge Permit Application**	28	0	46	12	0	0	0	0	0	0	0	0	86	19,830	0	0	19,830	
3.1	Coordination Meeting w/ New Outfall with TCEQ	4		6										10	$ 2,470	$ -	$ -	$ 2,470	
3.2	Develop and Submit Amended Permit Application	24		40	12									76	$ 17,360	$ -	$ -	$ 17,360	
														0	$ -	$ -	$ -	$ -	
4	**Final Design Completion**	12	32	126	60	0	0	0	16	0	0	0	0	246	49,190	0	5,140	54,330	
4.1	Finalize Front-End Documents	8		16										24	$ 5,560	$ -	$ -	$ 5,560	
4.2	Coordinate Advertising Process	2		2										4	$ 1,080	$ -	$ -	$ 1,080	
4.3	Prepare Final Design Drawings		24	60	60									144	$ 25,860	$ -	$ 5,140	$ 31,000	
4.4	Prepare Final Technical Specifications		4	24										28	$ 4,880	$ -	$ -	$ 4,880	
4.5	Complete Final OPCC		4	16										20	$ 3,640	$ -	$ -	$ 3,640	
4.6	Complete Review								16					16	$ 6,160	$ -	$ -	$ 6,160	
4.7	Submit Documents for Permits	2		8										10	$ 2,010	$ -	$ -	$ 2,010	
5	**Bid and Award Services**	9	6	70	10	0	0	0	0	0	0	0	0	95	17,655	0	0	17,655	
5.1	Project Advertisement	2		16										18	$ 3,250	$ -	$ -	$ 3,250	
5.2	Bid Period Information Request	1	4	24	2									31	$ 5,585	$ -	$ -	$ 5,585	
5.3	Pre-Bid Conference	2		4										6	$ 1,390	$ -	$ -	$ 1,390	
5.4	Addenda		2	16	8									26	$ 4,340	$ -	$ -	$ 4,340	
5.5	Bid Opening	2		2										4	$ 1,080	$ -	$ -	$ 1,080	
5.6	Recommendation of Contract Award	2		8										10	$ 2,010	$ -	$ -	$ 2,010	
5.7																			
Supplemental Services																			
	Additional Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	35,000	35,000	
	Additional Environmental Services - If required - Nation Wide Permit and/or Texas Historical Commission													0	$ -	$ -	$ 35,000	$ 35,000	
														Grand Total	$ 188,940	$ 2,380	$ 74,850	$ 266,170	

	Managing Principal	Design Manager	Project Engineer	Design Tech				QC	Survey Manager	Project Surveyor	Survey Field Crew	Survey Tech VII	
Total Hours	92	94	366	170	0	0	0	54	7	12	50	46	710

Attachment A

Scope of Work, Fee, and Schedule for the Design of a New Outfall for the City of Bastrop's Wastewater Treatment Plant No. 3 (West Wastewater Treatment Plant).

Project Objective

The purpose of this project is to design a new outfall for the City of Bastrop's Wastewater Treatment Plant No. 3. The design peak flow for the outfall will be 8.0 million gallons per day (MGD). The new outfall can be located on the same creek or stream as the existing outfall or on the Colorado River; however, the new outfall must be located within 300 feet of the confluence with the Colorado River to be considered within the mixing zone of the plant discharge into the Colorado River. This will allow the plant to maintain its current effluent water quality limits.

Scope of Work

1.0 Task 1.0 - Project Management, Coordination, and Meetings

1.1. Prepare monthly invoices and project progress reports.

1.2. Project Meetings.

1.2.1. Participate in an in-person, two-hour kickoff meeting with City at City's office. Meeting participation shall include all design team leaders including key subconsultants. Prepare and distribute project team list identifying name, contact details, and responsibilities. Prepare meeting minutes and submit for review and comment.

1.2.2. Conduct weekly internal team coordination meeting. Track actions and decisions and communicate with City as required.

1.2.3. Attend progress meetings with City for a total of six meetings. The assumed meeting duration is approximately one hour. Participants shall include key staff from City and Engineer, as well as key Engineer subconsultant staff. Meetings are assumed to occur virtually, but Engineer shall attend in-person if needed. Engineer shall prepare meeting minutes and submit for review and comment within 10 days of each meeting.

1.3. Project Coordination

1.3.1. Manage and coordinate staff resources, subconsultants, and project planning.

1.3.2. Develop and maintain a project schedule.

1.3.3. Implement an electronic files management system using Microsoft Office 365 SharePoint platforms for document control and document sharing. Host and maintain the sites and provide access and training to others as required. Develop and coordinate drawing and graphic standards.

1.4. Task 1.0 Deliverables

1.4.1. Monthly invoices and project progress reports

1.4.2. Meeting agendas and minutes

2.0 Task 2.0 - Sixty Percent (60%) Design Submittal

2.1. Survey – Conduct topographic survey of area around new outfall location along creek. Survey will include trees in affected area – 8-inch hardwoods and larger and any tree greater than 18-inch diameter.

2.2. Geotechnical Engineering (Holt Engineering)

- 2.2.1. Complete 2 geotechnical borings along new plant effluent piping route and at new area of outfall at the creek.
- 2.2.2. Perform in-house laboratory testing consisting of conventional geotechnical tests such as soil classifications, moisture contents, Atterberg limits, grain size analyses, minus 200 sieves, unit weights and unconfined compression testing.
- 2.2.3. A Geotechnical Report will be issued to include a generalized boring location plan, geologic plan, logs of borings with geologic formations, laboratory test results, and foundation recommendations for the new WWTP Outfall structure.

2.3. Civil

- 2.3.1. Coordinate survey and when survey complete download survey data to create site drawing files for final design.
- 2.3.2. Identify flood plain.
- 2.3.3. Develop pipeline route. This will include activities such as: (1) determining pipe sizes; (2) layout roadways/truck access to outfall; (3) evaluate flood plain impacts and constraints.
- 2.3.4. Develop preliminary erosion control plan for construction.
- 2.3.5. Set preliminary coordinates and elevations of outfall structure.
- 2.3.6. Define demolition requirements and limits. Define contractor staging, storage, access, and off-site access corridors.
- 2.3.7. Prepare preliminary site grading drawings.
- 2.3.8. Review plant's current hydraulic profile and determine if new pipeline, outfall structure, or flood plain findings impact existing profile.
- 2.3.9. Select piping materials.
- 2.3.10. Prepare first draft of all technical specifications.
- 2.3.11. Determine site permit modifications required, if any.

2.4. Structural

- 2.4.1. Once geotechnical report is complete, coordinate with civil engineer and geotechnical engineer on the selection of the outfall structural concepts.
- 2.4.2. Review developed structural concepts with City of Bastrop staff for input on maintainability.
- 2.4.3. Finalize materials for construction.
- 2.4.4. Prepare first draft of all technical specifications.

2.5. Environmental

- 2.5.1. Delineation of Waters of the United States
  - 2.5.1.1. Identify the jurisdictional limits of the streams and any on-channel ponds based on 33 CFR 328.3[e],

2.5.1.2. Delineate the jurisdictional limits of any potential wetlands based on the 1987 USACE Wetland Delineation Manual and the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Great Plains Region (Version 2.0), and current Regulatory Guidance Letters. The boundaries of all these waters features identified in the field will be recorded with a Global Positioning System (GPS) unit that is capable of sub-meter accuracy.

2.5.1.3. Digitize these waters of the United States for use by the engineer team and City of Bastrop for planning, impact calculation, and illustration purposes. This delineation will be used when planning the pipeline and outfall locations to avoid and minimize impacts to waters of the United States.

2.5.1.4. Complete a delineation report that includes methods, results, and conclusions, along with the necessary data forms, photographs, maps, and a delineation map. The conclusion of this report will detail why any water features on the site are or are not considered waters of the United States. All aquatic resources mapped will be provided to the engineering team and the City of Bastrop in an AutoCAD format for their planning purposes.

2.5.2. Protected Species Assessment (State and Federal)
Coordinate with USFWS and Texas Parks and Wildlife Department (TPWD) to determine the species listed in Bastrop County, habitat surveys for listed protected species and a report presenting the findings of the surveys. Research of available data will determine the listed species and their preferred habitat. Species-specific surveys will not be covered in this scope of services, since they require substantial time throughout particular seasons using specific protocols. Habitat surveys are designed to determine whether the site contains preferred protected species habitat and the likelihood of the presence of that species. A summary of the results of the survey will be included within the letter report. Specifically, the report will describe the habitats present on the site, the protected species that are listed in Bastrop County and their preferred habitats, and an evaluation of whether this preferred habitat is present on the site.

2.5.3. Section 10/Section 404/Nationwide Permit Assessment

2.5.3.1. Determine compliance with Section 404 of the CWA, specifically the NWP program. Evaluate the proposed project and what impacts the project has in waters of the United States to determine the USACE's scope and type of permit necessary for the impacts.

2.5.3.2. Document the NWP terms and conditions, General Conditions, and Fort Worth District Regional Conditions for the applicable permit.

2.5.3.3. Document how the proposed project complies with each of these conditions.

2.5.3.4. Summarize the delineation, impact assessment, permit conditions, and compliance in a brief letter report.

2.5.4. Cultural Resources Desktop Analysis

Review compliance with the ACT and/or NHPA Section 106 requirements for the proposed project, Conduct the following analysis:

- Project location and design
- Soils
- Topography and geology
- Known archeological sites, National Register properties and districts, historic-aged buildings and structures, cemeteries, and historical markers within the project area.
- Previously archeological surveys conducted within 1 mile of the project area.
- Cultural resources probability assessment; and
- Recommendations

Through the coordination conducted during this task, the Texas Historical Commission (THC) will state whether an archeological survey is necessary for the project.

2.6. Opinion of Probable Construction Cost (OPCC)

2.6.1. Prepare OPCC. The cost estimates will be prepared for guidance in project evaluation and implementation from the information available at the time of the estimate. The final costs of the project will depend on actual labor and material costs, competitive market conditions, final project costs, implementation schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented herein. Because of this, project feasibility and funding needs must be carefully reviewed prior to making specific financial decisions to help ensure proper project evaluation and adequate funding.

2.6.2. The cost estimates prepared will follow the guidance of the Association for the Advancement of Cost Engineering International (AACE). The OPCC for 60% design completion will be a class 2 estimate (-15% to 20% accuracy range).

2.7. Sixty Percent Design Submittal Review

2.7.1. Complete internal review of draft work products.

2.8. <u>Task 2 Deliverables</u>

2.8.1. Topographic survey.

2.8.2. Geotechnical Report.

2.8.3. Environmental Permitting Letter Reports.

2.8.4. Sixty percent (60%) complete drawings and specifications.

2.8.5. Sixty percent (60%) complete OPCC.

3.0 Task 3.0 - TCEQ Discharge Permit Application

3.1. Schedule a meeting with TCEQ and coordinate discharge outfall location with TCEQ Wastewater Stream Quality and Municipal Wastewater Permitting teams.

3.2. Submit amended permit application to include new outfall location and request maintaining existing water quality limits.

3.3. Task 3 Deliverables

3.3.1. Minutes to Meeting with TCEQ

3.3.2. TCEQ Wastewater Discharge Permit Application

4.0 Task 4.0 - Final Bid Document Submittals

4.1. Finalize specification front-end documents for Competitive Sealed Proposal (CSP) procurement approach, including General Conditions, General Requirements, bidding documents, bonds, and Instruction to Bidders. City of Bastrop input is required at this point to determine construction contract requirements and insurance requirements.

4.2. Coordinate with City of Bastrop on advertising and bidding process to be included in front-end documents.

4.3. Prepare final construction drawings.

4.4. Prepare final technical specifications.

4.5. Complete final OPCC. This will be an AACE Class 1 estimate.

4.6. Complete final checking and coordination review.

4.7. Submit Documents for Permits

4.7.1. Submit required documents for USCOE permit, if any.

4.7.2. Submit letter of compliance with TCEQ Design Requirements (Chapter 217).

4.7.3. Submit documents for site permit modification approval, if required.

4.8. Task 4 Deliverables

4.8.1. Final Complete Design for review.

4.8.2. USCOE permit documents.

4.8.3. Copy of letter to TCEQ for Chapter 217 compliance.

4.8.4. Site permit modification documents.

4.8.5. Final Bidding Documents

4.8.6. Final OPCC.

5.0 Task 5.0 - Bid and Award Services

5.1. Administration of Project Advertisement

Prepare and place advertisements and notices announcing or soliciting bids for the construction of the project. Bastrop will pay directly for all advertisements and notices. Post and manage bid advertisement documents on CIVCAST.

5.2. Bid Period Information Requests

Walker Partners team will develop and implement procedures for receiving and answering bidders' questions and requests for additional information. The procedures shall include a log of all significant bidders' questions and

requests and the response thereto. Walker Partners will provide technical interpretation of the contract bidding documents and will prepare proposed responses to all bidders' questions and requests, which may be in the form of addenda.

5.3. Pre-Bid Conference

Walker Partners will assist the City of Bastrop in arranging and conducting one pre-bid conference. Walker Partners will develop the agenda and content of the pre-bid conference. Walker Partners will take minutes or make other provision for documenting the results of the pre-bid conference. Walker Partners will also record all questions and requests for additional information and shall coordinate with the City of Bastrop for issuing responses and additional information.

5.4. Addenda

Walker Partners issue Addenda to the Bid Documents and shall distribute Addenda to the bidders. All Addenda shall be approved by the City of Bastrop.

5.5. Bid Opening

Walker Partners will review all bids and evaluate them for responsiveness and bid amount. Walker Partners will also verify through reasonable investigation the financial and performance history documentation submitted by the low bidder and second low bidder. Walker Partners will prepare a report of its review and evaluation and include recommendations for award of the contract for construction, or other action as may be appropriate. The City of Bastrop shall make the final decision on the award of the contract for construction and the acceptance or rejection of all bids.

5.6. Recommendation of Contract Award

Walker Partners will prepare the notice of award; assembly, delivery, and execution of the contract for construction, including development of conformed documents; and preparation of the notice to proceed. The City of Bastrop shall sign the notice of award and the notice to proceed. Walker Partners will also provide reasonable assistance with negotiations with the selected bidder prior to execution of the contract for construction.

6.0 Task 6.0 - Additional Environmental Services

6.1. Coordination

This task is to provide professional services to coordinate with the City of Bastrop for planning purposes to obtain a design that would maintain the project in a NWP. During the development of the project, it may be decided to conduct a Pre-Application Meeting with the USACE; these services would be conducted under this task. Additionally, this task is to address any comments and attend any meetings that the agencies require after the permit is submitted. If the project requires compensatory mitigation, this budget is intended to be used to assist the City of Bastrop after the permit is authorized to coordinate with the mitigation banks to obtain the best mitigation costs and obtain the agreements for the credit purchases. All effort in this task will be based on a time and materials with an estimated not-to-exceed budget. Due to the complexities of the WWTP project history and nearby archeological

sites, the USACE Regulatory Archeologist could require effort to retroactively address past WWTP improvements, if USACE permitting is required for the proposed outfall. As the likelihood, extent, and degree of any potential retroactive compliance requirement are unknown at this point, coordination effort under this task does not include any damage assessments or programmatic Memorandum of Agreement (MOA) preparation, or archeological mitigation.

6.2 If Required Task A - NWP Pre-Construction Notification

The proposed project is to relocate an effluent discharge into either a tributary to the Colorado River or directly into the Colorado River. These activities could be authorized under a Nationwide Permit 58 – Utility Line Activities for Water and Other Substances. This NWP allows for impacts to waters of the United States up to 0.5 acre. However, the applicant will be required to submit a Pre-Construction Notification (PCN) if the proposed project has 1. A loss greater than 0.1 acre of waters of the United States; 2.R Requires a Section 10 Permit; 3. Impacts to a cultural resources site; 4. Impacts to endangered or threatened species. Please note that the Colorado River is a listed Navigable Water regulated under Section 10 of the Rivers and Harbors Act. If required, this task provides professional services to (1) prepare and submit an NWP 43 PCN for the proposed project, and (2) provide coordination with the USACE Fort Worth District.

Although this project may only have minor impacts (i.e., those that are allowed under the NWP program), the NWP PCN must detail the planning process, the components of the project, impacts to waters of the United States as a result of the proposed project, and compensatory mitigation for those unavoidable impacts. The cornerstone of the NWP PCN would be to detail the ecological features of the waters of the United States present on the site and how these ecological features relate to the functional condition of the waters. If needed, these ecological functions and values based on the current condition of the site will be detailed. Once these baseline conditions are accepted by the USACE, these will be the functions and values that will be mitigated for. All permit applications to the USACE require mitigation for unavoidable impacts to waters of the United States. There are three forms of mitigation which are primarily identified and conducted during project planning: avoidance, minimization, and compensatory. Avoidance and minimization mitigation strategies must be completed and documented before any permit is authorized by the USACE. Although the project does not have significant impacts, there are still requirements, by law, that there are no net loss of the functions and values of jurisdictional waters. To accomplish this goal, the USACE and EPA have issued guidance stating their preference for the use of mitigation banks. Compensatory mitigation is generally only required if the project results in a loss of greater than 0.1 acre of wetlands or ponds or 0.03 acre of tributary waters of the United States. To reduce the losses associated with in-stream impacts, the Fort Worth District recently published their guidance for Stream Mitigation Method, which places

preference to mitigation in mitigation banks with instream credits. If necessary, the mitigation requirements following this guidance and coordinate with the client on the cost aspects of this component of the project will be calculated.

Utilizing the USACE standard form for NWP 58 PCN submittals, the following will be assembled and submitted to the USACE:

- Description of the proposed action.
- Description of the site, including a delineation of the waters of the United States.
    - Functional assessment.
    - Wetland data forms.
    - Representative photographs; and
    - Supporting illustrations.
- Alternatives analysis to the proposed action that do not impact waters of the United States.
- Description of the project's avoidance and minimization efforts.
- Quantitative and qualitative description of the unavoidable impacts to the waters of the United States; and
- If necessary, proposed conceptual mitigation plan using available mitigation banks, if required.

6.3 If Required Task B - Archeological Survey

A preliminary background review of the project identified that the project is located withing the limits of a recorded archeological site that has been designated as a State Antiquities Landmark. Several prior archeological investigations have transpired within the WWTP footprint. However, the prior investigations may not have adequately sampled the current project footprint. As such, it is possible that the THC may require additional archeological investigations. If an archeological survey is required, the following services will be provided:

- obtaining a Texas Antiquities Permit.
- completing a full pedestrian survey including backhoe trenching to document archeological sites or features, older than 50 years of age within the project corridor.
- make preliminary determinations of eligibility for inclusion in the NRHP or as a State Antiquities Landmark (SAL) for any documented archeological resource encountered.
- analyzing any artifacts recorded and/or collected (if applicable).
- completing and submitting State of Texas Archaeological Site Data Forms for any new recorded sites encountered during the pedestrian survey (if applicable).
- drafting a technical report that documents the archeological background, survey methods, survey results, any necessary NRHP eligibility assessment, and recommendations; and

- conducting all necessary coordination with the THC to obtain agency comment for the project

7.0 Task 7.0 - Construction Services

Will be assigned under a separate amendment.

Assumptions

1. The design work on this project will be completed in 2026.
2. The effluent pipe will be sized based on design flow and topography.
3. The new pipeline and outfall will be within the City of Bastrop's property.
4. The design will be based on the federal, state, and local codes and standards in effect on the effective date of the authorization to proceed. Any changes in these codes may necessitate a change in scope.
5. The design documents will be prepared for a single construction contract.
6. The following is a list of anticipated design drawings:
   - 6.1. Cover Sheet
   - 6.2. Drawing Index
   - 6.3. General Construction Notes
   - 6.4. Civil Legend
   - 6.5. Structural Legend
   - 6.6. Overall Site Plan
   - 6.7. Survey Control
   - 6.8. Boring Locations
   - 6.9. Site Permit Sheet
   - 6.10. Erosion Control
   - 6.11. Erosion Control Details
   - 6.12. Erosion Control Details
   - 6.13. Demolition of Existing Outfall Piping and Structure
   - 6.14. Effluent/Outfall Pipe – Plan and Profile
   - 6.15. Effluent/Outfall Pipe – Plan and Profile
   - 6.16. Effluent/Outfall Pipe – Plan and Profile
   - 6.17. Outfall Structure Plan and Sections
   - 6.18. Outfall Structure Details
   - 6.19. Details
   - 6.20. Details
   - 6.21. Details
7. The City of Bastrop will provide electronic files of existing plant construction record drawings. The location and design of all new underground utilities will be based on the existing underground utility drawings and related location information provided by the City of Bastrop.
8. Civil/Geotechnical
   - 8.1. Complete demolition of the existing effluent outfall structure will be accomplished as part of this contract. Sections of the existing effluent discharge pipeline will be abandoned. The existing plant record drawings will be used as

reference drawings in the construction documents for the demolition drawings in the contract documents.

8.2. Legal, easement or plat surveys of the existing site will not be required.

8.3. Civil sitework plans will be provided only for areas of the site involving significant disturbance to existing grading.

8.4. Site drawings will only be prepared for those sectors in the plant where new facilities are to be constructed.

8.5. Landscaping will be limited to seeding or sodding.

8.6. The only new roadway work required is in the immediate area of new facilities.

9. Process/ Mechanical

9.1. Only hydraulic assessments required for design of the new or modified facilities are included.

BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE:

Consider and act on Resolution No. R-2026-54 appointing Re-use Engineering as the engineer of record for the Waste Water Treatment Plant (WWTP) #3 expansion.

AGENDA ITEM SUBMITTED BY:

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM, City Manager

BACKGROUND/HISTORY:

In November of 2025, Council cancelled the contract with Trane, Inc for design services under an Omnia Contract, for design of WWTP#3. The plans are approximately 50% design, and $1.3M is owed for those services.

Per the Local Government Code, Sec. 2254.004 Contract for Professional Services of Architect, Engineer, or Surveyor, the City must first seek out request for qualifications and then begin negotiations.

The city conducted a Request for Qualification process, and the sole submitter was reUse Engineering.

On April 7, 2026 staff conducted the interview with reUse Engineering, and selected reUse as the qualified engineer of record.

On April 7, 2026, a formal price was requested by reUse, and the attached scope of work in amount of $2,330,000 was provided. A scope of work is attached here for review.

The opinion of probable cost for a new WWTP is $60M. Expected engineering costs for a project of this complexity is approximately 15-20%, or $9M to $12M. With the prior $1,300,000 to Trane and the reUse contract of $2,330,000, for a total of $3,630,000 or 6% of estimated project cost, well below the average.

Further, the expansion plant will be a membrane technology plant which allows the effluent to be monetized (sold as a revenue source) and further treated to create a potable use as an economic development tool for industry and business.

FISCAL IMPACT:

- Future bond borrow secured by the water and wastewater fund of $11 million dollars.
- Itemized:
    - $1,300,000 Trane (50% design plans)
    - $2,330,000 reUse (50% design plans)

  - $1,900,000 Outfall relocation (Includes $266,170 engineering in this agenda packet)
  - $164,370 Force Main (Texas Utilities (CORIX) Agreement included in this agenda packet)
  - $5,026,298.50 VVater water treatment solution
- Total $10,720,668.50

RECOMMENDATION:

Approve the Engineer of Record as re-Use Engineering, and direct staff to return a future funding schedule at the April 28, 2026 meeting for this and the above-mentioned items.

ATTACHMENTS:

1. Resolution No. R-2026-54
2. RFQ Responses
3. Task Order
4. Price Information

CITY OF BASTROP, TX

RESOLUTION NO. R-2026-54

A RESOLUTION OF THE CITY OF BASTROP, TEXAS, TO APPROVE REUSE ENGINEERING AS THE ENGINEER OF RECORD FOR THE WASTEWATER TREATMENT PLANT EXPANSION; PROVIDING FOR FINDINGS OF FACT, REPEALER, SEVERABILITY, EFFECTIVE DATE, PROPER NOTICE, AND MEETING

WHEREAS, pursuant to Texas Local Government Code Section 51.001, the City of Bastrop ("City") has general authority to adopt an ordinance, resolution, or police regulation that is for the good government, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, Texas Government Code, Section 2254.004 requires governmental entities to select architects, engineers, or land surveyors based on demonstrated competence and qualifications rather than competitive bidding; and

WHEREAS, having received a submittal from a qualified engineering firm specializing in membrane technology, reUse Engineering; and

WHEREAS, the City Council has determined that reUse Engineering is a qualified firm and may be appointed as the Engineer of Record for the wastewater treatment plant expansion.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bastrop, Texas:

Section 1. Findings of Fact: The foregoing recitals are incorporated into this resolution ("Resolution") by reference as findings of fact as if expressly set forth word-for-word herein.

Section 2. Authorization of Grant Funds: The City Council authorizes the City Manager to enter into a contract in the amount of $2,330,000 when funding is made available;

Section 3. **Execution.** The City Council authorizes the execution of all necessary documents related to the appointment of the engineer;

Section 4. **Repealer:** To the extent reasonably possible, resolutions are to be read together in harmony. However, all resolutions, or parts thereof, that are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters regulated.

Section 5. **Severability:** Should any of the clauses, sentences, paragraphs, sections, or parts of this Resolution be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Resolution.

Section 6. **Effective Date:** This Resolution shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City's Charter, its Code of Ordinances, and the laws of the State of Texas.

Section 7. **Proper Notice & Meeting:** It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

PASSED & APPROVED on First Reading by the City Council of the City of Bastrop, on this, the 14th day of April 2026.

APPROVED:

by: _____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney

CITY OF BASTROP, TEXAS
REQUEST FOR QUALIFICATIONS (RFQ No. 2026- 03.26)
Professional Engineering Services
Membrane Wastewater Treatment & Reuse Facility

Issue Date: March 26, 2026
Submittal Due Date: March 30, 2026

Submit to: SCarrillo@cityofbastrop.org by 5pm CST

INTRODUCTION

The City of Bastrop, Texas, is soliciting Statements of Qualifications (SOQs) (See attached pages) from qualified and experienced Professional Engineering firms to provide design and related services for a new wastewater treatment facility utilizing advanced membrane technologies.

The proposed project consists of the design of a **2.0 million gallons per day (MGD) wastewater treatment plant**, with an **ultimate buildout capacity of 8.0 MGD**, to be located at the existing **Wastewater Treatment Plant No. 3 and No. 4 sites**. The project is a critical component of the City's long-term infrastructure planning efforts to support continued growth, enhance environmental stewardship, and expand water reuse capabilities.

The selected firm will be expected to demonstrate extensive experience in planning, design, and implementation of membrane-based treatment systems, including but not limited to Membrane Bioreactors (MBR) and Ultrafiltration (UF) as applicable. Services may include preliminary engineering, pilot testing, detailed design, permitting support, bidding assistance, and construction phase services.

The City places a strong emphasis on innovative, cost-effective, and sustainable solutions that balance capital investment with long-term operational efficiency. The project will require coordination with regulatory agencies, including the Texas Commission on Environmental Quality (TCEQ), and alignment with applicable state and federal requirements.

Qualified firms are invited to submit Statements of Qualifications that clearly demonstrate their technical expertise, relevant project experience, and ability to successfully deliver complex wastewater and reuse infrastructure projects of similar scale and scope.

The City of Bastrop reserves the right to reject any or all submissions and to select the firm deemed to be in the best interest of the City.

We look forward to your participation in this important project.

Sincerely,

City Manager
City of Bastrop, Texas

REQUEST FOR QUALIFICATIONS (RFQ)

Professional Engineering Services - Membrane Wastewater Reuse Facilities

FIRM INFORMATION

Firm Name:	reUse Engineering, Inc.
Address:	4411 S IH 35, Suite 100, Georgetown, TX 78626
Primary Contact:	Randall Nelson
Email:	randall@reuseinn.com
Phone:	(512) 931-9768 - Cell

Texas PE Registration Number(s):

reUse Engineering, Inc. Texas Firm Registration No. 21880
Mr. Robert G. Burgin, Jr. P.E. – TX PE 119681
Mrs. Kendall S. Longbotham, P.E. – TX PE 138920
Mr. Andrew T. Cansler, P.E. – TX PE 131171
Mrs. Lauren B. Wahl, P.E. – TX PE 141050

A. FIRM QUALIFICATIONS

Describe firm history, years in operation, and relevant office locations:

reUse Engineering, Inc. (reUse Innovations, Inc.) is a Texas-based engineering firm specializing in advanced wastewater treatment and water reuse systems, with a focus on membrane technologies. Established in 2011, the firm provides treatment solutions for municipalities and developing communities requiring reliable, high-quality effluent and compact system footprints.

Headquartered in Georgetown, Texas, reUse serves clients across the state, with experience supporting municipal utility districts, cities, and master-planned developments. The firm's work is concentrated in high-growth areas where site constraints, reuse demands, and regulatory requirements drive the need for advanced treatment systems.

reUse provides integrated project services including permitting support, process and facility design, equipment integration, construction coordination, and startup/commissioning. This approach allows continuity from planning through implementation and supports successful system performance.

The reUse management team brings over 150 years of combined wastewater industry experience and has been involved in the design, construction, and operation of more than 1,100 treatment facilities, including membrane-based systems producing reclaimed water for reuse.

Experience includes:

- Exclusively designing and implementing Membrane wastewater treatment systems since 2011, including both BNR Membrane systems and RO Membrane polishing;
- 210 Reclaimed Water Reuse systems designed to meet Texas regulatory requirements;
- Phased and modular treatment facilities to accommodate growth; and,
- Compact plant layouts for constrained sites.

reUse delivers practical, implementable solutions that support long-term operational reliability, regulatory compliance, and efficient infrastructure development.

B. STAFFING & TEAM

List of key personnel and roles:

Mr. Robert G. Burgin, Jr. P.E. – President & Founding Member: Robert received his B.S. in Civil Engineering from North Carolina State University in 1975 and has over 50 years of experience in water and wastewater engineering. He has been involved in the design and implementation of more than 950 water and wastewater projects. His experience includes design of a wide range of treatment systems, including extended aeration, biological nutrient removal (BNR), step aeration, aerated lagoons, oxidation ditches, sequencing batch reactors (SBR), and membrane bioreactor (MBR) facilities. His work also includes sludge handling and stabilization processes, equalization systems, screening and grit removal, and multiple effluent management strategies. Rob has designed facilities utilizing various effluent disposal and reuse methods, including surface water discharge, spray irrigation, drip irrigation, infiltration systems, subsurface application, evaporation, and deep well injection. He is licensed in multiple states, including Texas, Oklahoma, North Carolina, South Carolina, and Georgia.

Mr. Randall Nelson – Chief Operating Officer & Founding Member: Randall has extensive experience in water and wastewater design, construction and operation - including infrastructure, collection systems, plant installation and troubleshooting. As Chief Operating Officer, he oversees project development and coordination between engineering, construction, and client stakeholders. His experience includes evaluation of project feasibility, coordination of system implementation, and alignment of design with construction and operational requirements. He brings a practical perspective to project delivery, with an emphasis on constructability, cost control, and long-term system performance. Randall works closely with project teams to ensure that proposed solutions are appropriate for site conditions, development constraints, and client objectives.

Mr. Jens Sonntag – President of A3-USA, Inc. : Jens holds a B.S. in Civil Engineering and M.S. in Environmental Engineering from RWTH Aachen University, as well as an MBA from the University of Wisconsin. He has over 20 years of experience in membrane treatment technologies. As President of A3-USA, Inc., Jens leads the development and application of membrane systems, including

technologies associated with MaxFlow membranes. His experience includes design, manufacturing, and implementation of membrane systems used in municipal, industrial, and commercial applications. Jens provides technical expertise related to membrane system selection, configuration, and performance, supporting integration of membrane technologies into wastewater treatment and reuse projects.

Mrs. Kendall Longbotham, P.E. – Water Resource Engineer: Kendall holds both a B.S. and Master of Environmental Engineering from Texas Tech University. She has experience in wastewater treatment plant and infrastructure design, working with municipal utility districts, utilities, developers, industrial clients, and municipalities. She serves as a project engineer on a variety of water and wastewater projects. Kendall is a licensed Professional Engineer in Texas, Oklahoma, New Mexico, and North Carolina.

Mr. Andrew Cansler, P.E. – Water Resource Engineer: Andrew holds a B.S. in Civil Engineering from Texas Tech University. He has experience across a range of civil engineering disciplines, including water resources, land development, and municipal utility district formation. His work focuses on water and wastewater infrastructure projects, serving both public and private clients. Andrew is a licensed Professional Engineer in Texas, North Carolina, and Florida.

Mrs. Lauren Wahl, P.E. – Water Resource Engineer: Lauren holds a B.S. in Geological Engineering and an M.S. in Hydrology. She has experience in the design of public water supply systems for developers and industrial water systems supporting oil production. Her primary focus today is wastewater treatment plant (WWTP) site planning and design, including facility layout and hydraulic coordination. Earlier in her career, she contributed to the design and permitting of injection wells for high-quality effluent streams. Lauren is a licensed Professional Engineer in Texas and North Carolina.

Mr. Rane Wilson, P.G. – Hydro-Geology Lead: Rane is a hydrogeologist with a B.S. in Geology and graduate-level coursework. He has experience in environmental consulting, including soil and groundwater remediation, water sourcing, and water development and storage for private, public, and municipal clients, including projects in the Marcellus and Delaware Basins. He focuses on soils and geotechnical evaluations and supports discharge and permitting strategy development.

Mr. Jerry Black – Director of Bidding & Construction Support: Jerry has over 30 years of experience in customer service and management, supporting clients of all sizes. He has a strong background in client relations and problem-solving, with a focus on delivering practical, results-driven solutions. His work emphasizes responsiveness, attention to detail, and consistent client support.

Mrs. Hilary Bond – Director of Permitting & Entitlements: Hilary serves as Director of Permitting and Entitlements, supporting coordination of permitting efforts and client engagement throughout project development. She brings over a decade of experience across marketing, sales, and strategic partnerships in the hospitality, technology, engineering, and non-profit sectors. Her role includes coordination of permitting processes, communication with clients and stakeholders, and support of project progression through regulatory and entitlement requirements.

C. RELEVANT PROJECT EXPERIENCE

Provide at least five membrane (MBR, UF, RO) wastewater reuse projects:

Forest Glen WWTP Phase I – Castroville, TX

- **Capacity:** 0.175 MGD
- **Reuse Type:** Type I Reclaimed Water (irrigation)
- **Year Completed:** 2023
- **Firm Role:**
  reUse Engineering, Inc. provided design of a membrane bioreactor (MBR) system to replace an existing MBBR facility. The upgraded system consistently produces high-quality effluent exceeding **Type I Reclaimed Water standards (30 TAC Chapter 210)** and supporting irrigation reuse within the residential development.
- **Key Technical Elements:**
  - Conversion from MBBR to MBR process
  - Compact footprint with integrated membrane system
  - Designed for stable operation under variable residential loading
- **Outcome / Performance:**
  - Effluent quality consistently meets or exceeds reuse requirements
  - Improved reliability and reduced effluent variability compared to the previous system

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Windy Hill WWTP Phases I & II – Buda, TX

- **Capacity:** 0.26 MGD (expandable to 0.40 MGD)
- **Reuse Type:** Type I Reclaimed Water (irrigation)
- **Year Completed:** 2023 & 2025
- **Firm Role:**
  reUse Engineering, Inc. designed a phased MBR wastewater treatment facility with provisions for future expansion without disruption to ongoing operations.
- **Key Technical Elements:**
  - Modular expansion strategy;
  - Design accommodates constrained site conditions – less than 0.25 acres available for the full 0.4 MGD buildout; and,
  - Infrastructure sized for seamless future capacity increases.
- **Outcome / Performance:**
  - Phases I & II successfully commissioned and operating
  - Expansion-ready design minimizes future capital disruption and rework

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Lakehaven WWTP – Farmersville, TX

- **Capacity:** 0.5 MGD (ultimate buildout planned to 17 MGD)
- **Reuse Type:** Type I Reclaimed Water (on-site reuse for plant operations and washdown)
- **Year Completed:** 2024 (Phase I); Phase II under construction (online Q2 2026)

- **Firm Role:**
  reUse Engineering developed a phased MBR design for a municipal system, including long-term planning for large-scale expansion on a constrained (~10-acre) site.
- **Key Technical Elements:**
  - Effluent must meet low Phosphorus limits of 0.5 mg/l;
  - Master-planned membrane facility with ultimate high-capacity buildout;
  - Phased infrastructure to support incremental expansion;
  - Site optimization to accommodate future process units.
- **Outcome / Performance:**
  - Phase I operational and meeting design criteria; and,
  - Phase II currently under construction with continuity of operations maintained.

Los Milagros WWTP Phases I & II – Cedar Creek, TX

- **Capacity:** 0.24 MGD (0.08 MGD Phase I; 0.16 MGD Phase II)
- **Reuse Type:** Type I Reclaimed Water
- **Year Completed:** 2022 (Phase I); 2024 (Phase II)
- **Firm Role:**
  reUse Engineering designed both phases of a modular MBR facility, transitioning from a containerized system to a permanent concrete installation.
- **Key Technical Elements:**
  - Phase I: skid-mounted/containerized MBR system for rapid deployment;
  - Phase II: concrete basin system for long-term efficiency; and,
  - Flexible design approach tailored to development timeline.
- **Outcome / Performance:**
  - Successful transition from temporary to permanent infrastructure;
  - Continuous service maintained during system expansion; and
  - Optimized lifecycle cost through phased capital investment.

Hickory Ridge Temporary WWTP – Elmendorf, TX

- **Capacity:** 0.03 MGD
- **Reuse Type:** Type I Reclaimed Water
- **Year Completed:** 2024
- **Firm Role:**
  reUse Engineering designed a temporary MBR facility to support early-stage development and maintain project schedule continuity.
- **Key Technical Elements:**
  - Rapid deployment of MBR system;
  - Sized to support ~135 - 179 residential connections; and,
  - Integrated with long-term infrastructure planning.
- **Outcome / Performance:**
  - Enabled uninterrupted development progression; and,
  - Provided reliable interim treatment pending permanent facility.

Stateside WWTP – Stateside, NC

- **Capacity:** 0.12 MGD
- **Reuse Type:** TS-II Effluent Standards
- **Year Completed:** 2021
- **Firm Role:**
  reUse Engineering designed an above-grade concrete MBR facility to seamlessly integrate with the local environment and meet the specific operational demands of the community. The design ensures the WWTP is robust enough to withstand environmental stressors while being easily accessible for maintenance and monitoring.
- **Key Technical Elements:**
  - Rapid delivery utilizing precast concrete tankage;
  - Key components designed and installed with operator's input for maximum access and operational redundancy.
  - Compact design to integrate with the local environment; and,
  - Designed to withstand environmental stressors (coastal environment).
- **Outcome / Performance:**
  - Provided the community's need for reliable and efficient wastewater management for long-term sustainability.

D. PROJECT APPROACH

Describe your approach to membrane wastewater reuse system design:

reUse Engineering approaches membrane wastewater reuse system design with a focus on reliability, effluent quality, and long-term operation. For Texas reuse projects, the design approach prioritizes consistent compliance with 30 TAC Chapter 217 and 210 requirements while maintaining flexibility to accommodate growth and changing regulatory conditions.

Process Selection and Configuration
Process selection is based on effluent requirements, site constraints, and long-term operational considerations. For applications requiring high-quality reuse, membrane bioreactor (MBR) systems are typically used due to their ability to consistently achieve low BOD, TSS, nitrogen, and pathogen removal within a compact footprint. Supplemental processes, such as ultrafiltration or reverse osmosis, are evaluated as needed based on reuse objectives and water quality targets.

Design for Texas Conditions
Systems are designed to perform under variable loading associated with developing communities, elevated temperatures, and wet weather fluctuations. Design assumptions account for both low-flow startup conditions and peak loading scenarios to support stable biological treatment and membrane performance.

Membrane System Design Approach
Membrane systems are designed using conservative flux assumptions and redundancy to support long-term reliability. Fouling control is addressed through process design, including aeration strategies, membrane tank configuration, and cleaning protocols. The design prioritizes consistent performance while maintaining manageable operational requirements.

Reuse Integration
Reuse is incorporated into the treatment system from the outset, with coordination between treatment, storage, and distribution components. The system is designed to produce Type I reclaimed water suitable for irrigation and other unrestricted uses defined in 30 TAC Chapter 210, while maintaining flexibility to respond to seasonal or demand-based variations.

Phasing and Expansion
The facility will be designed to support phased implementation from the initial 2.0 MGD capacity to the ultimate 8.0 MGD buildout. Infrastructure elements, including hydraulics, electrical systems, and site layout, are planned to accommodate expansion without disruption to ongoing operations.

Permitting and Regulatory Coordination
Permitting considerations are incorporated early in design, with coordination with the Texas Commission on Environmental Quality (TCEQ) to align process selection and reuse strategy with regulatory requirements. The goal is to support an efficient review process and reduce the need for redesign.

Construction and Startup
reUse maintains involvement through construction and startup to confirm that system performance aligns with design intent. Commissioning is approached as a critical phase, with a focus on achieving

stable operation and compliance with permit requirements. Operator training is included to support long-term performance.

E. DESIGN & TECHNICAL CAPABILITIES

Describe expertise in process design, SCADA, modeling, and resiliency:

reUse Engineering's design approach is centered on membrane treatment systems through its collaboration with A3-USA. Jens Sontag, President of A3-USA, holds both a B.S. and M.S. in Environmental Engineering, with graduate research focused on membrane system design. He has over 20 years of experience in membrane technologies and has been designing membrane bioreactor (MBR) systems for the North American market since 2006. His experience includes direct involvement in the development and patenting of membrane systems.

This collaboration allows a direct coordination between process design, membrane configuration, and system performance. This level of integration allows design decisions to be informed by both process requirements and membrane system performance during the design phase. The focus is not only on selecting membrane equipment, but on integrating the membrane system into a complete, functional treatment facility.

Process Design
Treatment processes are selected based on effluent requirements, site constraints, and anticipated operating conditions. For reuse applications, membrane-based systems are used to consistently achieve low BOD, TSS, and pathogen levels within a compact footprint.

Process design includes biological treatment, membrane system configuration, solids handling, and integration of reuse components. Systems are sized to operate under variable loading conditions, including low-flow startup and peak wet weather events. Configuration of process components supports phased expansion, allowing additional capacity to be added without reconfiguration of the existing facility.

Instrumentation, Controls, and SCADA
Instrumentation and control systems are designed to support stable operation of the biological process and membrane system. SCADA systems provide monitoring of key parameters such as flows, dissolved oxygen, mixed liquor conditions, and membrane performance, along with alarm management and system control.

Control strategies are developed to maintain consistent treatment performance under variable loading conditions, including startup and peak flow events. Automation is balanced with operator control to allow adjustments as needed while maintaining reliable operation. Systems can be configured for remote monitoring and troubleshooting, allowing operators and support staff to respond to system conditions in a timely manner.

Modeling
Process and hydraulic evaluations are used to support system sizing and confirm performance under a range of operating conditions. This includes assessment of biological treatment requirements, membrane system capacity, and hydraulic profiles to ensure the facility can operate under both low-flow startup conditions and peak loading scenarios.

Evaluations are also used to confirm that the system can accommodate phased expansion and maintain performance as flows increase. This informs selection of equipment and configuration aligned with both initial and ultimate buildout conditions.

System Resiliency and Reliability
Facilities are designed with redundancy in critical process components, including biological treatment, membrane systems, and pumping infrastructure, to maintain treatment performance during equipment outages, maintenance activities, and variable loading conditions.

Operational flexibility is built into the system to allow adjustments in response to changing influent conditions, including startup, low-flow periods, and peak wet weather events. Membrane systems are configured so that individual membrane stacks may be taken offline for cleaning and maintenance without interrupting overall plant operation. Design considerations also include power reliability, access for maintenance, and site layout to support continued operation and future expansion.

F. REGULATORY EXPERIENCE

Describe experience with TCEQ and Permitting:

reUse Engineering has extensive experience supporting wastewater and reuse projects through the Texas regulatory process, including coordination with the Texas Commission on Environmental Quality (TCEQ). Permitting considerations are incorporated early in project planning and design to reduce the potential for delays or rework during agency review.

reUse provides permitting support as part of its project services, including preparation of engineering reports, permit applications, and supporting documentation for submittal to TCEQ. The team maintains communication with TCEQ reviewers throughout the process and prepares responses to requests for additional information or Notices of Deficiency (NODs) in a timely and complete manner. reUse has extensive experience with TCEQ, including TPDES permits, TLAP permits, Major Amendments, Minor Amendments, Chapter 210 Authorizations, Class V Injection Well approvals, and Mechanical Evaporation Authorizations. reUse has received construction approval for multiple projects throughout the state of Texas.

The firm has experience evaluating and advising on appropriate permitting pathways based on project-specific conditions, including TPDES discharge permits, TLAP land application permits, and Chapter 210 reclaimed water authorizations. Permitting strategy is coordinated with process design so that selected treatment systems align with effluent limits, reuse requirements, and operational goals.

reUse's experience with membrane treatment and reuse systems includes projects where membrane processes have been reviewed and approved as part of TCEQ-regulated facilities. Six facilities incorporating A3-USA MaxFlow membrane technology are currently operational in Texas. Approximately fifteen additional facilities have received permit authorization or are in active review under TPDES and/or TLAP pathways, with A3-USA MaxFlow specifically identified in the approved engineering documentation.

Regulatory considerations are incorporated into design decisions, including system configuration, redundancy, and reuse integration. reUse focuses on preparing complete submittals and maintaining consistent communication during review to support efficient permitting and project delivery.

G. PROJECT MANAGEMENT

Describe scheduling, budgeting, and delivery methods:

Each project is managed through a single point of contact responsible for coordination between the client, design team, regulatory agencies, and construction team. Project coordination includes regular communication with the client to review progress, confirm design decisions, and address project-specific considerations. Coordination is maintained with subconsultants, equipment providers, and contractors to keep design, permitting, and construction efforts aligned. This includes aligning process design with membrane system configuration and equipment requirements early in design to avoid conflicts during procurement and construction.

Schedule Management
Project schedules are developed at the outset and updated throughout design and permitting. Key milestones include design submittals, permitting actions, equipment procurement, and construction activities. Coordination with regulatory agencies, including TCEQ, is incorporated into the schedule to account for review timelines and potential iterations. Early submittals and proactive communication are used to maintain progress and reduce delays. Design and permitting activities are managed in parallel, where appropriate, to maintain overall project schedule.

Budget Management
Project budgets are developed during design and refined as project details are defined. Design decisions are evaluated with consideration of capital cost, operational requirements, and long-term maintenance. For membrane systems, budget considerations include equipment selection, redundancy, and phased expansion to align initial costs with project needs while preserving flexibility for future growth.

Quality Control
Quality control includes internal review of design documents, coordination between disciplines, and verification of design assumptions. Reviews focus on constructability, operability, and consistency with project requirements. Membrane system design is reviewed in coordination with equipment configuration to ensure alignment between design intent and installed systems.

H. INNOVATION & VALUE ENGINEERING

Provide examples of innovation and cost savings:

Design decisions consider both initial capital cost and long-term operation and maintenance, with process design and membrane configuration developed together to support reliable performance. System performance, reliability, and operator usability are considered alongside cost to support consistent operation over the life of the facility. Lessons learned from previous projects are incorporated into subsequent designs to improve efficiency and reduce operational challenges.

Process Optimization
Treatment processes are selected and configured to achieve required effluent quality while minimizing unnecessary complexity. Process configurations are evaluated to eliminate redundant or non-essential components while maintaining performance and appropriate redundancy. For BNR systems, circular flow patterns are used between anoxic, aerobic, and membrane basins to improve mixing, reduce short-circuiting, and support consistent treatment performance.

Phased and Scalable Design
Facilities are designed to support phased implementation and future expansion without requiring significant rework of existing infrastructure. Hydraulic capacity, electrical systems, and site layout are planned to accommodate buildout conditions, reducing future capital cost and construction impacts, particularly for phased developments.

Energy and Operational Efficiency
Membrane system configuration, aeration requirements, and equipment selection are evaluated to manage energy use and reduce operator involvement. This includes consideration of aeration systems, pumping requirements, and control strategies that support efficient operation under both average and peak loading conditions.

Constructability and Footprint
Designs emphasize compact layouts and efficient use of available space, particularly for constrained sites and phased developments. Constructability is considered during design to simplify installation, reduce construction duration, and limit disruption to ongoing operations where applicable.

Integration of Treatment and Reuse
Reuse is incorporated into the overall system design to align treatment capacity with anticipated demand. Storage, pumping, and distribution systems are coordinated with treatment processes to support consistent reuse implementation.

Lifecycle Cost Considerations
Value engineering focuses on balancing capital cost with long-term operational requirements. Design decisions consider membrane replacement, maintenance needs, energy use, and operator involvement to support reliable and cost-effective operation over the life of the facility.

BONUS QUESTIONS

Please provide detailed responses to the following:

1. Describe a membrane plant that experienced significant fouling issues - how did you resolve it?

Membrane fouling may be caused by many factors, including influent variability, solids management, and operating conditions. reUse has encountered projects where fouling rates exceeded initial expectations, particularly during early startup or periods of variable loading. In these cases, the approach has focused on identifying the root cause through evaluation of influent characteristics, mixed liquor conditions, and operating parameters. Adjustments have included optimizing biological process control to stabilize mixed liquor suspended solids, refining aeration rates within the membrane tanks, and modifying cleaning frequencies and protocols.

At Windy Hill WWTP, the membrane system experienced elevated Transmembrane Pressures (TMP) at rates significantly more frequent than would have been expected - requiring the membranes to be cleaned every 4 - 5 weeks, compared to a typical interval of cleaning every 5 - 6 months.

Through an evaluation of the influent, effluent and process streams, reUse and A3 identified the presence of extremely high silicone concentrations within the influent stream during unusual peak events occurring at odd times throughout the late night into early morning periods - with some influent appearing visibly discolored. Further investigation traced the source to a paint supply company that had been improperly discharging waste into a manhole within the subdivision, bypassing appropriate disposal methods.

Once the source of the discharge was identified, corrective actions were implemented to cease the improper disposal. Following resolution of the issue, membrane performance returned to expected conditions, and cleaning intervals were restored to approximately every 4 - 6 months. This experience highlights the importance of source control and influent monitoring, as well as maintaining operational flexibility to respond to unexpected loading conditions.

2. What is your preferred configuration for Texas reuse projects and why?

reUse systems are designed using the Biological Nutrient Removal (BNR) process integrated with membrane bioreactors (MBRs). This configuration combines plug-flow anoxic and aerobic treatment with membrane separation to produce consistent, high-quality effluent suitable for reuse. Screened wastewater enters an anoxic basin where it is mixed with return mixed liquor from the membrane basin, allowing nitrate and nitrite to be reduced to nitrogen gas under anoxic conditions. Flow then proceeds to the aerobic basin, where nitrification and carbon oxidation occur through fine-bubble aeration, supporting removal of ammonia and residual organics.

From the aerobic basin, mixed liquor flows to the membrane basin, where immersed membrane modules provide physical separation of solids and allow operation at higher mixed liquor concentrations. Return flows from the membrane basin support upstream nutrient removal, resulting in reliable nitrogen removal and effluent with low BOD and TSS and significant pathogen reduction, consistent with 30 TAC Chapter 210 Type I Reclaimed Water standards. For projects requiring enhanced phosphorus removal, the process can be configured to include biological phosphorus removal zones and/or chemical addition based on effluent limits and reuse objectives.

This configuration is well suited for developments where reuse is a primary objective and where site constraints or proximity to end users require consistent effluent quality. The compact footprint and operational flexibility of membrane systems also support phased development and variable loading conditions common in growing communities. Additional treatment processes, including disinfection and storage, are incorporated as needed to meet project-specific reuse requirements.

3. How do you balance capital cost vs long-term O&M costs?

reUse Engineering has spent the past 14 years developing the core design of its MBR wastewater treatment facilities. The primary objective has been to achieve a reasonable capital expenditure without compromising facility quality or incurring significantly higher long-term operations and maintenance (O&M) costs.

reUse evaluates both initial construction cost and lifecycle considerations when selecting treatment processes, equipment, and system configuration. Design decisions consider factors such as energy use, membrane replacement intervals, maintenance requirements, and operator involvement. In some cases, a higher initial capital cost is selected where it reduces long-term operational effort, improves reliability, or lowers overall lifecycle cost.

Examples of how this approach is applied in MBR system design include the following:

- **Process Configuration** - Where site conditions permit, the flow pattern is designed to be circular and contained within a single process tank. This simplified configuration reduces the number of walls per treatment train, as well as the extent of piping and electrical conduit, and minimizes the number of pumps required. These efficiencies lower initial capital costs while also reducing long-term O&M expenses associated with piping, conduit, and pumping systems. The circular flow patterns improve mixing and reduce short-circuiting and provide a more compact footprint and improve aeration efficiency. Although deeper structures may increase initial construction costs, they reduce long-term energy use and site footprint. Efficient configuration can also reduce the amount of mechanical equipment required, further lowering operational and maintenance demands.
- **Membrane Module Configuration & Tankage Depth** – reUse focuses exclusively on American-made, flat-plate membranes that are stackable up to four units high. The stackable configuration significantly reduces the airflow required for membrane operation, thereby lowering the energy consumption. In addition, these membranes typically incur lower shipping, storage, tariff, and labor costs compared to alternative membrane designs, further reducing overall capital expenses.
- **Prefabrication** – reUse prioritizes designs that minimize on-site construction while maximizing prefabrication and assembly in a controlled shop environment. Additionally, the membrane supplier, A-3 USA, Inc., provides all necessary equipment, controls and pumps for the WWTP. This integrated approach not only reduces capital costs but also enhances system compatibility and operation efficiency, ultimately lowering long-term O&M costs.
- **UV Disinfection** – reUse, where possible, uses Ultraviolet light (UV) for the disinfection method. The use of UV instead of chlorination and dichlorination simultaneously saves capital and O&M costs, as the footprint and overall use of chemicals is greatly reduced. In addition, UV is a significantly safer disinfection method compared to gaseous and liquid chlorine.
- **SCADA Systems** – SCADA is included in all MBR designs to provide monitoring of plant equipment and allow remote access by operators. This improves response time to alarms and reduces the need for on-site intervention, supporting more efficient operation over the life of the facility.
- **Sludge Handling** – MBR systems operate at higher mixed liquor concentrations, allowing for more effective dewatering. Inclusion of dewatering equipment such as a screw press or centrifuge produces higher solids content sludge, reducing hauling frequency and associated costs compared to conventional systems.

This approach supports development of systems that maintain consistent performance while managing both initial cost and long-term operational requirements.

4. Describe your commissioning and startup process.

Commissioning and startup is approached as a structured, step-by-step process that begins with equipment verification and progresses through system operation and biological stabilization.

Initial startup includes verification of installation and equipment operation. This includes confirming that all mechanical, electrical, and piping components are properly installed, checking rotation of pumps and blowers, and verifying that instrumentation and sensors are connected and functioning correctly. Control system inputs are reviewed, and analog signals are calibrated to ensure accurate monitoring and control. Tanks and pump stations are filled with water, and the system is inspected for leaks. Equipment is then operated in both manual and automatic modes to confirm proper response and functionality.

Following initial verification, operational parameters are adjusted, including control settings, timers, and process setpoints. Once the system is confirmed to be functioning as intended, wastewater and mixed liquor are introduced, and the biological process is initiated.

Startup then transitions into process stabilization. System performance is monitored closely, including mixed liquor suspended solids (MLSS), aeration performance, and sludge characteristics such as color, foam, and odor. Operational parameters are adjusted as needed to support biomass development and stable treatment performance.

The design team, equipment providers, and operators coordinate throughout startup to address issues as they arise and bring the system into full operation.

5. How do you future-proof membrane facilities for expansion or regulatory changes?

Future expansion and regulatory flexibility are incorporated early in design. Facilities are planned with phased implementation strategies that allow capacity increases without disruption to ongoing operations.

Membrane-based systems are well-suited for phased expansion due to their modular configuration and compact footprint. Treatment capacity can typically be increased by adding additional membrane trains and associated process equipment without requiring significant reconfiguration of the existing facility. In many cases, expansion can be accommodated by adding membrane capacity within the existing treatment framework, minimizing impacts to ongoing operations.

Site layout and infrastructure are planned to accommodate future phases, including consideration of available space, hydraulic profiles, and electrical capacity. For compact treatment systems, the reduced footprint often allows additional area within the site to be reserved for expansion.

Design decisions are informed by coordination with the client regarding anticipated growth and long-term development plans. This allows the system to be sized and configured to support near-term needs while maintaining flexibility for future capacity increases or more stringent regulatory requirements. This approach supports efficient expansion and reduces the need for major reconstruction as the system evolves.

REFERENCES

Provide at least three references:

Name:	Mr. Darrin Barker
Organization:	Independent Consultant / Formerly President of Corix Utilities
Contact Info:	(325) 205-2980
Project Description:	Multiple Projects of Variable Sizes

Name:	Mr. Gautam Padwardhan, PhD, P.E.
Organization:	Aqua America
Contact Info:	(267) 268-6280
Project Description:	Multiple Projects of Variable Sizes

Name:	Mr. Derrick Duetsch, Operator
Organization:	City of Farmersville, Texas
Contact Info:	(469) 632-6014
Project Description:	Municipal System – Currently .5 MGD, with planned expansions up to 17 MGD

Certification:
I certify that the information provided is accurate.

Signature:



Randall Nelson

March 30, 2026

Scope of Work - Engineering

BAST-26-001-1-WWTP4

City of Bastrop WWTP #4

Task Description

This ***Scope of Work - Engineering*** (the "Scope") concerns TCEQ Permitting/Approvals and Engineering Services for the City of Bastrop's West Wastewater Treatment Facility. The Scope is as follows:

A. Engineering - Prepare on behalf of the City of Bastrop (hereinafter, "Bastrop") an engineered design for an upgraded MBR Wastewater Treatment Facility (the "WWTF") for the above-mentioned site (the "Project"), located in Bastrop, Texas, and composed of:

1. A new in-ground concrete Influent Lift Station, sized for an average daily flow of 8 MGD, with equipment installed for the first 4 MGD;
2. A new Influent Headworks and Screening System, sized for an average daily flow of 8 MGD, with a peak of 32 MGD, and with equipment installed for the first 4 MGD;
3. A new Sludge Dewatering System, sized to handle waste sludge for the full 8 MGD treatment, and with equipment installed for the first 4 MGD;
4. A Power Distribution System, including, but not limited to;
    a. Backup Generators and Automatic Transfer Switches, as required;
    b. Step-Down Transformers; and,
    c. Electrical Switchgear, including, but not limited to, any required 480V Electrical Panel(s) and 120V Electrical Panel(s).
5. An A3-USA MBR Wastewater Treatment system, including concrete tankage, designed to treat an average daily flow of 2 MGD of domestic and municipal wastewater, with a peak flow of 8 MGD.
6. All Materials, Supplies, Site Work and Appurtenances, including but not limited to:
    a. All Concrete Flatwork;
    b. Underground Utilities and Drains;
    c. Grading / Excavating / Compaction / Backfilling;
    d. Roadbase / Driveway / Turnarounds;
    e. Electrical and Plumbing Supplies and Labor;
    f. Stairs, Railings, Catwalks and Supports;
    g. Retaining Walls;
    h. Effluent Discharge Line, including a new flume, if required(s);
    i. A Reclaimed Water System;
    j. Incoming Primary Power;
    k. Mechanical, Electrical and Process Labor;
    l. Covers / Buildings / Chemical Storage; and,
    m. Area/Site Lighting.

B. Technical Submittals: Technical specifications submitted to TCEQ.

C. Detailed "For Construction" PlanSets to accomplish the above objectives.

That for and in consideration of the mutual covenants and promises between the parties hereto, it is hereby agreed:

Engineering Scope of Services

reUse shall furnish engineering services as follows:

A. reUse will coordinate with Bastrop, and/or any other designated professional consultants to facilitate the development of the Project requirements by performing the services listed under "*Task Description*".

B. reUse may, at its own discretion, subcontract a portion, or portions, of the scheduled work to other licensed professionals as reUse deems necessary.

C. Within forty-five (45) days after execution of the Design-Build Agreement, reUse shall provide a Preliminary Engineering Report (PER) for WWTF4 to Bastrop. Details of the PER shall include, but not be limited to:

1) Proposed location, size, and specifications of the Influent Lift Station;
2) Proposed location, size, and specifications of the Screening and Sludge Dewatering Systems;
3) Proposed location, size, and specifications of Power Distribution System;
4) Preliminary drawings for the new MBR WWTF and all related Systems;
5) Electrical & Chemical Usage;
6) Repair and Replacement Costs for all Equipment; and,
7) Plans for a Sludge Maintenance Program.

D. reUse shall deliver the Final Engineering Report (the FER) to Bastrop with the 90% PlanSet.

E. reUse shall apply for and work to obtain the requested Permits/Approvals (Minor Amendments/TLAP/210 Reclaimed Water/Construction Authorization) through TCEQ.

F. reUse shall design the System to meet the effluent standards designated in the permit issued by TCEQ.

G. reUse shall perform all services required to produce a "For Construction" set of drawings, including, but not limited to:

a. Process and Mechanical Engineering;
b. Electrical Engineering;
c. Site/Civil Engineering;
d. Geotechnical Services;
e. Structural Engineering; and,
f. Other Services as required.

Compensation for Engineering Services

Bastrop shall compensate reUse for the following engineering and consultation services:

- Process and Mechanical Engineering;
- Electrical Engineering;
- Site/Civil Engineering;
- Geotechnical and Hydrogeological Services;
- Structural Engineering; and,
- Permitting / Plans & Specifications Submittals / "For Construction Drawings".

A. Fee Totals **$ 2,330,000**

B. Fee Schedule

<u>Engineering, Design & Plan Submittals</u>

- $ 475,000 - Already paid through Trane's Project Development Agreement
- $ 556,500 - With Submittal of 30% PlanSet to Bastrop
- $ 556,500 - With Submittal of 60% PlanSet to Bastrop
- $ 556,500 - With Submittal of 90% PlanSet to Bastrop
- $ 185,500 - 100% PlanSet Delivery

Additional Engineering Services

In addition to the foregoing being performed, the following services may be provided upon authorization by Bastrop. Detailed construction time schedules for water and sewer system modifications, additions, and expansions.

- Data, filing maps and drawings, reports for wastewater rights, wastewater adjudication and litigation.
- Appearances before courts or boards on matters of project litigation or hearings which would require more time and expense by reUse than allowed by the maximum compensation set forth in this document.
- Preparation of environmental assessments, impact statements, and testing services.
- Surveying services for deeding of property or platting purposes or easements.

General Provisions

All other provisions of this Order shall be governed by the *Master Services Agreement*, dated April 14, 2026, by and between the Parties.

Accepted by all parties.

reUse Engineering, Inc.

By: 

Robert G. Burgin Jr., President

City of Bastrop

By: _____

Sylvia Carrillo, City Manager

MASTER SERVICES AGREEMENT

reUse Engineering, Inc.

THIS AGREEMENT is made by and between **reUse Engineering, Inc.** (hereinafter, “reUse**"**) and **City of Bastrop** (hereinafter in all documents, "Client”) (singularly, “Party”, collectively, “the Parties”).

WITNESSETH:

SECTION 1 - STATEMENT OF WORK

Client desires to engage reUse to provide certain technical and advisory services that will be governed by the terms of this Agreement. reUse shall provide to Client professional **Civil, Water Resources, and Environmental Engineering services** (“the Work”). The services to be provided may cover multiple projects, and each project shall be mutually agreed upon between the Parties as each project arises and as the work progresses. Services provided by reUse shall be identified by Task Orders defining the Scope of Work, Time Schedules, and Cost Estimates for each individual Project (singularly, the “Project”, collectively, the “Projects”).

SECTION 2 - TERM

This Agreement shall remain in force, until terminated in accordance with SECTION 13, or unless extended by mutual written agreement between the Parties.

SECTION 3 - INDEPENDENT CONSULTANT

reUse's relationship to Client is that of an independent consultant and not that of an agent or employee of Client reUse is not to be deemed an employee of Client, and reUse shall not have or claim any right arising from employee status. reUse has the sole discretion to determine the way the services are to be performed. However, Client retains the right to exercise final judgment with respect to the ultimate development of the Work and shall maintain responsibility for such development.

SECTION 4 - COMPENSATION

Client shall compensate reUse, for the Work provided under this Agreement, on a “Percentage of Completion” basis. Client agrees to pay reUse for the Work, as identified by Task Orders and for the Projects, at the rates set forth in the Task Order(s). Additional charges beyond the Scope of the Task Order(s) may include fees for reUse’s professional and technical personnel for the time worked on each Project, as well as direct expenses incurred by reUse, including, but not limited to, charges for reproduction, transportation, meals, lodging, computer services, parking, taxi fares, printing, maps, photographs, field supplies, equipment rental, shipping, test drilling, well construction, testing services and other expenses required for performance of the Work.

SECTION 5 - INVOICING AND PAYMENT

reUse shall submit a monthly invoice to Client covering all sums payable to reUse hereunder for the preceding month. Each Invoice shall include:

1) Project Name;
2) Associated Task Order number;
3) A summary of all charges for services and direct expenses; and,
4) Any other relevant information as may be requested by Client.

Within fifteen (15) days after receiving an invoice, Client shall pay all undisputed invoice amounts, plus or minus any

adjustments that are mutually agreed upon. If any amount owed by Client to reUse remains past due after sixty (60) days, a late charge on the amount owed of one and one-half percent (1½%) per month, or the maximum legal rate, whichever is lower, shall be paid by Client. Such interest shall accrue beginning on the sixty-first (61st) day after submittal of said invoice to Client and shall cease accruing interest upon payment of the amount owed by Client.

SECTION 6 - INDEMNITY

reUse agrees to defend, indemnify and hold Client harmless from and against any and all claims, losses or damages asserted against Client by any third party to the extent arising from reUse's negligent acts, errors and omissions. Client agrees to defend, indemnify and hold reUse harmless from and against any and all claims, losses or damages asserted against reUse by any third party to the extent arising from Client's negligent acts, errors and omissions. The Parties intend that these indemnity obligations apply even if a claim or loss arises in whole or in part from the negligence, strict liability, statutory liability, or other wrongful act or omissions of the indemnified Party. In such event, the indemnifying Party's obligation to indemnify shall be reduced in proportion to the indemnified Party's contributing negligence or fault.

SECTION 7 - INSURANCE

reUse shall provide, at its own expense, and maintain during the term of this Agreement, insurance covering reUse's activities in connection with this Agreement. Such insurance shall provide coverage of the nature, and at least in the amounts below indicated, and shall include Client as an additional insured under the policy provided pursuant to Section 7.C. below:

1) As to claims covered by Workers' Compensation, amounts are subject to the statutory limits for any state in which operations are to be performed, with a minimum of $1,000,000;
2) Insurance upon each motor vehicle used by reUse in connection with the work provided hereunder, providing public liability coverage as to such vehicle or vehicles of not less than $1,000,000 for one injury and $2,000,000 aggregate, and property damage coverage of not less than $1,000,000 applying to any one loss;
3) A comprehensive General Liability policy providing bodily injury coverage, including death, for not less than $1,000,000 as to each occurrence and $2,000,000 aggregate; and,
4) Professional Liability (or E & O) insurance for not less than $1,000,000 as to each occurrence and $2,000,000 annual aggregate.

SECTION 8 - LIMITATION OF REUSE'S LIABILITY

Notwithstanding the indemnity provision contained in SECTION 6 of this Agreement, it is hereby specifically agreed by and between reUse and Client, as an allocation of the risks hereunder, that in no event shall reUse's liability to Client exceed:

1) The amount specified under subparagraph A of SECTION 7 - INSURANCE for a worker's compensation claim; or,
2) As to liabilities relating to defects of design, remedial action, failure to render services, errors and omissions, and other similar actions, not more than the total amount paid or payable to reUse under this Agreement; or
3) As to all other remaining liabilities of every kind or nature, the sum of $50,000 in the aggregate for all such liabilities combined, excluding any insured liability.

SECTION 9 - COMMUNICATIONS

Any notice by Owner to Engineer, or any notice by Engineer to Owner, may be given and shall be deemed to have been duly served if either delivered personally or mailed in any general or branch post office enclosed in a certified or registered postage paid envelope addressed as follows:

City of Bastrop
Mrs. Sylvia Carrillo
1311 Chestnut Street
Bastrop, TX 78602

reUse Engineering, Inc.
Mr. Robert Burgin, P.E.
4411 S. Interstate 35, Suite 100
Georgetown, Texas 78626

SECTION 10 - INSPECTION AND ACCEPTANCE

Client shall have forty-five (45) days from the date of the completion of services and/or delivery of the deliverables under this Agreement to inspect the services and/or deliverables to determine if they reasonably conform with this Agreement. If Client rejects any portion of the services and/or deliverables, such rejection shall be made in writing within the above time period and shall set forth the reasons for rejection. Services and/or deliverables not rejected by Client, as described above, shall be deemed to be accepted. Client acknowledges reUse's work products and deliverables as instruments of professional service. Client shall not reuse or make any modifications to the work products and deliverables without the prior written authorization of reUse.

SECTION 11 - OWNERSHIP OF INSTRUMENTS OF SERVICE

All drawings, specifications, computer files, field data, notes and other documents and instruments prepared by reUse as instruments of service shall remain the property of reUse. reUse shall retain all common law, statutory and other reserved rights, including copyright thereto. Client shall retain ownership of the final report. Client shall not reuse or make any modification to the documents or instruments of service without the prior written authorization of reUse. Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless reUse, its officers, directors, employees and subconsultants against any damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from or allegedly arising from, or in any way connected with, the unauthorized reuse or modification of the documents by Client or any person or entity that acquires or obtains the construction documents or instruments of service from or through Client without the written authorization of reUse.

SECTION 12 - FIELD OBSERVATION

If applicable to the Work to be performed by reUse, reUse will make visits to the Project(s) to review and approve the various stages of work, as reUse deems necessary, to observe the progress that has been made and to determine the quality of the various aspects of work performed by any contractor ("Contractor") working on behalf of reUse. Based on information obtained during such visits, reUse will determine, in general, if the work is proceeding in accordance with the Agreement documents as prepared by reUse. reUse is not required to make exhaustive or continuous field observations to check the quality or quantity of the Contractor's work. reUse's efforts will be directed toward providing a greater degree of confidence that the completed work will conform generally to the Agreement documents.

SECTION 13 - TERMINATION FOR CONVENIENCE

Notwithstanding any other provision herein, either Party may terminate this Agreement for its convenience prior to the completion of the Work upon thirty (30) days written notice to the other Party. In full discharge of any obligations to reUse in respect to this Agreement and such termination, Client shall pay reUse for all costs, fees, non-cancelable commitments incurred prior to the date of termination, and fair closeout costs.

SECTION 14 - EXEMPLARY AND CONSEQUENTIAL DAMAGES

Neither Client nor reUse shall be liable to the other for any incidental, indirect, special, collateral, consequential, exemplary, or punitive damages arising out of, or related to, the performance of this Agreement.

SECTION 15 - GENERAL

A. Headings, titles, and paragraph captions are inserted in the Agreement for convenience, are descriptive only, and shall not be deemed to add to or detract from or otherwise modify the meaning of the paragraphs.
B. Should any provision of this Agreement subsequently be determined to be illegal or unenforceable, said provision shall at that time be deemed omitted from this Agreement, and all other provisions shall be unaffected and shall continue in full force and effect.
C. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas.

SECTION 16 - DISPUTE RESOLUTION

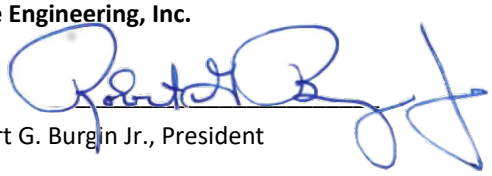
To resolve any conflicts that arise during the design and construction of the Project or following the completion of the Project, Client and reUse agree that all disputes between them arising out of, or relating to, this Agreement or the Project shall be submitted to nonbinding mediation unless the Parties mutually agree otherwise. Client and reUse further agree to include a similar mediation provision in all agreements with independent Contractors and Consultants, and their subcontractors, retained for the Project.

SECTION 17 - ENTIRE AGREEMENT

This Agreement is the exclusive statement of the agreement of the Parties with respect to its subject matter and supersedes all prior agreements, negotiations, representations, proposals, and awards, written or oral, relating to its subject matter. No addition to or modification of any provision of the Agreement shall be binding upon the parties unless made in writing and signed by the Parties. No course of dealing or usage of trade or course of performance shall be relevant to explain or supplement any term expressed in this Agreement.

Accepted by both parties, this day, Tuesday, April 14th, 2026.

reUse Engineering, Inc.

By: 

Robert G. Burgin Jr., President

City of Bastrop

By: _____

Sylvia Carrillo, City Manager

BASTROPTX
Heart of the Lost Pines / Est. 1832

STAFF REPORT

MEETING DATE: April 14, 2026

TITLE: Consider and act on:

A. The first reading of **Ordinance No. 2026-14** to amend the FY 2026 Operating Budget by $2,047,950.37 from Street Reserve Fund (110-3000 Fund Balance) to Street Operations Fund reducing Fund (110-3000 Fund Balance) from $3,688,984.17 to $1,641,034.17 and increasing the operating Street Fund (110-18-00-6132 Street Improvements) by $1,761,867.60 and $286.082.77 (110-18-00-6010 Equipment – Capital Outlay) and include on the April 28, 2026, meeting for the second reading.

B. Resolution No. R-2026-56 approving the purchase of a street roller from Dynapac, Sourcewell Vendor No. 060122 in an amount not to exceed $214,311.00 from Street Operations Fund (110-18-00-6010 Equipment – Capital Outlay).

C. Resolution No. R-2026-57 approving the purchase of various skidster attachments from Bobcat, Inc, BuyBoard Vendor No. 788-25 in an amount not to exceed $71,771.77 from Street Operations Fund (110-18-00-6010 Equipment – Capital Outlay).

AGENDA ITEM SUBMITTED BY:

Submitted by: Sylvia Carrillo-Trevino, ICMA-CM, CPM

BACKGROUND/HISTORY:

In 2023, Bastrop voters approve a reduction in the ½ cent sales tax to Economic Development and committed 3/8th of a cent to street maintenance.

The budget amendment above represents the dollars needed to complete necessary street repair in the FY 26 budget year, with one large project carrying into the FY 27 budget year.

The budget has been used more efficiently than ever before with the addition of a Director of Streets, Lance Dodge, who came to the City of Bastrop from the private sector. Many local streets have begun to transition and as the program ramps up, more street will be added to the list.

Additionally, an IDIQ (Indefinite Delivery, Indefinite Quantity) was added for additional contractors to supplement the work when needed.

Attached is the proposed breakout of this budget request.

Proposed FY 26 Street Program									
Rank	**Street**	**From**	**To**	**Cost**	**In/ Out**	**Timeframe**	**Notes**	**Notes 2**	**Notes 3**
FY26	Jefferson	College	Pine	$58,771.00	In House	4 weeks			
FY26	Wilson	Farm	Cedar	$619,224.40	Contract	4 weeks			
FY26	Willow	Fisherman's Park	Cedar	$1,020.00	In House	2 weeks	Plus Seal Coat (HA5)	IDIQ	
FY26	Fayette	Cedar	Farm	$58,802.50	In House	4 weeks		Summer	
FY26	Gutierrez	Water	College	$60,000.00	In House	4 weeks			
FY26	Buttonwood	Wilson	Main	$ 26,147.00	In House	4 weeks			
FY26-27	Pine	Hwy 95	Pecan	$ 910,193.70	Contract	4 weeks	Needs Camera	Summer	Needs Utility Work
FY26	Laurel	Main	Wilson	$ 27,709.00	In House	3 weeks			
				$1,761,867.60					
			Equipment	**$ 214,311.00**	Roller- Dynapac				
				$ 71,771.77	Skidster Attachments - Bobcat				
			TOTAL	**$2,047,950.37**					
Other									
FY26	Fireman's Parking	Park Fund							
FY26	Police Dept Parking	General Fund							
FY26	Delgado (Concrete) Parking Lot	Park Fund							

FISCAL IMPACT:

$2,047,950.37 from Street Reserve Fund.

RECOMMENDATION:

Approve the budget amendment.

ATTACHMENTS:

1. Ordinance with Exhibits.
2. Equipment Proposals

ORDINANCE NO. 2026-14

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AMENDING THE BUDGET FOR THE FISCAL YEAR 2026 IN ACCORDANCE WITH EXISTING STATUTORY REQUIREMENTS; APPROPRIATING THE VARIOUS AMOUNTS HEREIN, AS ATTACHED IN EXHIBIT A; REPEALING ALL PRIOR ORDINANCES AND ACTIONS IN CONFLICT HEREWITH; AND ESTABLISHING FOR AN EFFECTIVE DATE.

WHEREAS, the City Manager of the City of Bastrop, Texas has submitted to the Mayor and City Council proposed amendment(s) to the budget of the revenues and/or expenditures/expenses of conducting the affairs of said city and providing a complete financial plan for Fiscal Year 2026; and

WHEREAS, the Mayor and City Council have now provided for and conducted a public hearing on the budget as provided by law.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:

Section 1: That the proposed budget amendment(s) for the Fiscal Year 2026, as submitted to the City Council by the City Manager and which budget amendment(s) are attached hereto as Exhibit A, are hereby adopted and approved as the amended budget of said City for Fiscal Year 2026.

Section 2: If any provision of this ordinance or application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this ordinance, which can be given effect without the invalid provision or application, and to this end, the provisions of this ordinance are hereby declared to be severable.

Section 3: This ordinance shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City's Charter, Code of Ordinances, and the laws of the State of Texas.

READ and APPROVED on First Reading on the 14th day of April 2026.

READ and ADOPTED on Second Reading on the 28th day of April 2026.

APPROVED:

by: _____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

Exhibit A

To/From	Fund	Title	Beginning Balance	This Amendment	Remaining Balance
From	110-3000	Street Fund Balance	$3,688,984.17	$2,060,000	1,628,984.14
To	110-18-00-6132	Street Improvements	FY 2026 Adopted Budget : $2,179,123	$2,060,000	FY 26 Amended Budget $4,239,123

Itemized Costs

Proposed FY 26 Street Program

Rank	Street	From	To	Cost	In/ Out	Timeframe	Notes	Notes 2	Notes 3
FY26	Jefferson	College	Pine	$58,771.00	In House	4 weeks			
FY26	Wilson	Farm	Cedar	$619,224.40	Contract	4 weeks			
FY26	Willow	Fisherman's Park	Cedar	$1,020.00	In House	2 weeks	Plus Seal Coat (HA5)	IDIQ	
FY26	Fayette	Cedar	Farm	$58,802.50	In House	4 weeks		Summer	
FY26	Gutierrez	Water	College	$60,000.00	In House	4 weeks			
FY26	Buttonwood	Wilson	Main	$ 26,147.00	In House	4 weeks			
FY26-27	Pine	Hwy 95	Pecan	$ 910,193.70	Contract	4 weeks	Needs Camera	Summer	Needs Utility Work
FY26	Laurel	Main	Wilson	$ 27,709.00	In House	3 weeks			
				$1,761,867.60					
			Equipment	**$ 214,311.00**	Roller- Dynapac				
				$ 71,771.77	Skidster Attachments - Bobcat				
			TOTAL	**$2,047,950.37**					

Other		
FY26	Fireman's Parking	Park Fund
FY26	Police Dept Parking	General Fund
FY26	Delgado (Concrete) Parking Lot	Park Fund

RESOLUTION NO. R-2026-56

A RESOLUTION OF THE CITY OF BASTROP, TEXAS, AUTHORIZING THE PURCHASE OF A STREET ROLLER FOR STREET IMPROVEMENTS FROM DYNAPAC, A SOURCEWELL CONTRACT VENDOR NO. 060122 IN AN AMOUNT NOT TO EXCEED TWO-HUNDRED FOURTEEN THOUSAND THREE HUNDRED ELEVEN DOLLARS AND NO CENTS ($214,311.00); AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Texas Local Government Code Section 51,001, the City of Bastrop ("City) has general authority to adopt an ordinance, resolution, or police regulation that is for the good, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, the City Council of the City of Bastrop, Texas, has appointed the City Manager as the Chief Administrative Officer of the City; and

WHEREAS, the City Manager is responsible for the proper administration of all affairs of the City; and

WHEREAS, The purchase will be funded from the Street Operations Fund (110-18-00-6010 Equipment – Capital Outlay) for Street Improvements.

WHEREAS, Dynapac is an approved vendor of the Sourcewell Purchasing Cooperative that satisfies competitive procurement and requirements under Texas Law.; and

WHEREAS, the City wishes to purchase a street roller from Dynapac through Sourcewell Cooperative Vendor No. 060122; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, THAT:

Section 1. That the City Manager is hereby authorized to execute a purchasing agreement with Dynapac, A Sourcewell Contract Vendor of a not to exceed amount of Two-hundred fourteen thousand three-hundred eleven Dollars and no cents ($214,311.00).

Section 2. **Conflicts with Prior Resolutions**: Any prior resolutions or parts thereof in conflict with the provisions of this resolution are hereby repealed to the extent of such conflict.

Section 3. **Severability:** Should any portion or part of this Resolution be held invalid for any reason or unenforceable by a court of competent jurisdiction, the

same shall not be construed to affect any other valid portion hereof, but all valid portions hereof shall remain in full force and effect.

Section 4. **Effective Date:** This Resolution shall take effect immediately from and after its passage.

Section 5. **Proper Notice & Meeting:** The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended.

DULY RESOLVED & ADOPTED by the City Council of the City of Bastrop, Texas, on this, the 14th day of April 2026.

APPROVED:

_____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

SAN ANTONIO BRANCH	AUSTIN BRANCH	DALLAS/FT WORTH BRANCH	HOUSTON B
21910 FM 2252	778 E US-290	6532 E STATE HIGHWAY 114	18851 GH CIRCLE
SCHERTZ, TX 78154	ELGIN, TX 78621	RHOME, TX 76078	WALLER, TX 77484
210.732.2131	512.272.8200	817.708.9108	936.262.7299

April 8th, 2026

Mr. Lance Dodge
City of Bastrop

SOURCEWELL ROLLER PROPOSAL

One - NEW Dynapac CC5200VI 77" Double Drum Vibratory Asphalt Roller, 13-Ton, 2025 Model, SN:10000386HSA042271, EQ06737, Approx Hours: 3

Cummins Engine QSF 3.8 T4f, 130 HP
77" wide X 51" X 0.8 in
Automatic vibration control (AVC)
Automatic water control (AWC)
Air clean indicator
Back-up alarm
Battery disconnect switch
Beacon light
Emergency stop
Frequency 4020 vpm
Fuel gauge, horn, hour meter
Hydraulic pressure check points
Ignition key, interlock
Lockable instrument panel
Parking brake
Pressurized sprinkler with back up pump
ROPS
Rubber mounted operation platform
Sliding and swiveling seat, seat belt
Sprinkler timer
Towing eyelet, front and rear
Traffic view rear view mirrors
Vibration on both drums
Warning lights: brake, charging, engine oil pressure, engine temperature and low fuel level
Water reservoir
Spring loaded scrapers
Sprinkler timer
Water control
4 LED Work lights
180° swivel and sliding comfort seat, seat belt
7" Color Touch Screen
Two-Year Factory Warranty

Option Included in Our Price
North American Package: Seismic Asphalt (includes Dual Asphalt Temperature Sensors, EVIB Compaction Meter, ECO Mode), Side Lights, Drum Edge Lights, Dyn@Link Advanced Subscription - 5 years

ROPS LED Side Mounted Work Lights
Drum Edge LED Lights
One Day of On-Site Operator Training

Sourcewell Price F.O.B. Factory $188,438.00
Tariff Surcharge $18,654.00
Freight, PDI, Machine Training..... $7,219.00

Total Sourcewell Price F.O.B. Schertz, TX $214,311.00

PROPOSAL NOTES:

- Issue PO and reference "Sourcewell Contract 060122" and email heather@closner.com, cbentley@closner.com.
- Subject to availability and prior sale.
- Subject to all tax, title, and license fees.
- Quote valid for 30 days.
- We reserve the right to correct any quotation or verbal errors.

Best Regards,

Closner Equipment Co., Inc.

Cody Bentley
Equipment Sales – Central/West Texas
cbentley@closner.com
(512) 229-7309

RESOLUTION NO. R-2026-57

A RESOLUTION OF THE CITY OF BASTROP, TEXAS, AUTHORIZING THE PURCHASE OF VARIOUS SKIDSTER ATTACHMENTS FOR STREET IMPROVEMENTS FROM BOBCAT, INC., A BUYBOARD CONTRACT VENDOR NO. 788-25 IN AN AMOUNT NOT TO EXCEED SEVENTY-ONE THOUSAND SEVEN HUNDRED SEVENTY-ONE AND SEVENTY-SEVEN CENTS ($71,771.77); AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Texas Local Government Code Section 51,001, the City of Bastrop ("City) has general authority to adopt an ordinance, resolution, or police regulation that is for the good, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, the City Council of the City of Bastrop, Texas, has appointed the City Manager as the Chief Administrative Officer of the City; and

WHEREAS, the City Manager is responsible for the proper administration of all affairs of the City; and

WHEREAS, The purchase will be funded from the Street Operations Fund (110-18-00-6010 Equipment – Capital Outlay) for Street Improvements.

WHEREAS, Bobcat, Inc. is an approved vendor of the BuyBoard Purchasing Cooperative that satisfies competitive procurement and requirements under Texas Law.; and

WHEREAS, the City wishes to purchase various skidster attachments from Bobcat, Inc. through BuyBoard Cooperative Vendor No. 788-25; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, THAT:

Section 1. That the City Manager is hereby authorized to execute a purchasing agreement with BuyBoard, A BuyBoard Contract Vendor of a not to exceed amount of Seventy-seven thousand seven hundred seventy-one and seventy-seven cents ($71,771.77).

Section 2. **Conflicts with Prior Resolutions**: Any prior resolutions or parts thereof in conflict with the provisions of this resolution are hereby repealed to the extent of such conflict.

Section 3. **Severability:** Should any portion or part of this Resolution be held invalid for any reason or unenforceable by a court of competent jurisdiction, the

same shall not be construed to affect any other valid portion hereof, but all valid portions hereof shall remain in full force and effect.

Section 4. **Effective Date:** This Resolution shall take effect immediately from and after its passage.

Section 5. **Proper Notice & Meeting:** The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered, and formally acted upon, all as required by the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended.

DULY RESOLVED & ADOPTED by the City Council of the City of Bastrop, Texas, on this, the 14th day of April 2026.

APPROVED:

_____
Ishmael Harris, Mayor

ATTEST:

_____
Michael Muscarello, City Secretary

APPROVED AS TO FORM:

_____
City Attorney
Denton Navarro Rocha Bernal & Zech, P.C.

Quotation Number: **JA1129801**
Quote Sent Date: **Apr 15, 2025**
Expiration Date: **Apr 30, 2025**
Prepared By: **Jesus Avelar**
Phone: +15125358835
Email: javelar@bobcatcce.com

Customer
CITY OF BASTROP 273060
1209 LINDEN ST
BASTROP, TX, 78602-1602

Contact

Dealer
Bobcat of Buda, Buda, TX
162 COMMERCIAL DRIVE
BUDA, TX, 78610

Item Name	Item Number	Quantity	Price Each	Total
96" Dozer Blade, 6-Way	7105781	1	10,142.00	10,142.00
Attachment Control, 7 Pin (M- and M2-Series)	7128426	1	266.06	266.06
	Total for 96" Dozer Blade, 6-Way			10,408.06
SGX 60 Stump Grinder	7112201	1	12,839.00	12,839.00
Attachment Control, 7 Pin (M- and M2-Series)	7128426	1	266.06	266.06
	Total for SGX 60 Stump Grinder			13,105.06
Sweeper Bucket 84"	7418178	1	8,085.00	8,085.00
	Total for Sweeper Bucket 84"			8,085.00
40" Planer, High Flow	6726632	1	36,499.00	36,499.00
Attachment Control, 7 Pin (M- and M2-Series)	7128426	1	266.06	266.06
	Total for 40" Planer, High Flow			36,765.06

Quote Total - USD	68,363.18
Dealer P.D.I.	250.00
Tariff Surcharge	821.59
Destination Charges	1,387.00
Dealer Assembly Charges	950.00
Sales total before Taxes	71,771.77
Taxes	0.00
Quote Total - USD	**71,771.77**

Customer acceptance:
Quotation Number:: **JA1129801**
Purchase Order:_____

Authorized Signature:

Print:_____ Sign:_____

Date:_____ Email:_____ Tax Exempt: Y ▢ / N ▢