

# Bastrop Zoning Board of Adjustments Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



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June 18, 2026

Board Training at 4:00 PM

Agenda - Zoning Board of Adjustments Regular Meeting at 6:00 PM

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*Bastrop Zoning Board of Adjustments 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.*

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## BOARD TRAINING

Zoning Board of Adjustments Board Members will be receiving training from the City Attorney from 4:00 pm to 6:00 pm. The regular meeting will be called to order at 6:00 pm.

1. **CALL TO ORDER**
2. **CITIZEN COMMENTS**
3. **ITEMS FOR INDIVIDUAL CONSIDERATION**

3A. Consider and act on a request for a zoning variance from the Bastrop Building Block Code, Section 6.5.003, Building Standards per Place Type for the P4 Mix zoning district, to allow the subject property to exceed the maximum impervious cover requirement of 60 percent. The variance would allow up to 62% percent impervious cover to accommodate a new paved parking lot, utilizing permeable pavers, in place of the existing gravel parking lot.

Submitted by: Brittany Epling, Senior Planner

3B. Consider and act on a request for a zoning variance from the Bastrop Development Code Section 14.04.005, Access and Connectivity for Single Family zoning district, to allow the subject property to exceed the maximum number of driveways allowed. The variance would allow up to 2 driveway accesses with up to 36' width in total.

Submitted by: James E Cowey, Director of Development Services

#### 4. ADJOURNMENT

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](http://www.cityofbastrop.org) and said Notice was posted on the following date and time: Friday, June 12, 2026 at 4:45 p.m. and remained posted for at least two hours after said meeting was convened.

/s/James E. Cowey  
James E. Cowey, Director of Development Services



# STAFF REPORT

**MEETING DATE:** June 18, 2026

**TITLE: Zoning Variance Request for Bastrop County Courthouse Parking lot – Request to Exceed Maximum Lot Coverage in the Mixed Use Zoning District.**

Consider and act on a request for a zoning variance from the Bastrop Building Block Code, Section 6.5.003, Building Standards per Place Type for the P4 Mix zoning district, to allow the subject property to exceed the maximum impervious cover requirement of 60 percent. The variance would allow up to 62% percent impervious cover to accommodate a new paved parking lot, utilizing permeable pavers, in place of the existing gravel parking lot.

**AGENDA ITEM SUBMITTED BY:**

Brittany Epling, Senior Planner

**PROPERTY INFORMATION:**

Applicant:	Gilbert Vargas
Property Owner:	Bastrop County
PID #	33561 & 33526
Acreage:	0.287 Total Acres/12,501.7 SF
Request:	Variance from Impervious Cover Max.
Current Zoning:	Mixed Use (Bastrop Development Code)
Prior Zoning at Time of Application:	P4 Mix under Prior B3 Code
Existing Use:	Gravel Parking Lot
Proposed Use:	Paved Parking Lot Utilizing Pervious Pavers
Requested Impervious Coverage:	62%
Maximum Impervious Coverage Allowed:	60% (under prior B3 Code and current BDC)

**BACKGROUND/HISTORY:**

The applicant is requesting a variance to exceed the maximum impervious cover allowed by the applicable zoning district.

The subject property consists of two lots currently used as an existing gravel parking lot. The parking lot serves the County Courthouse facility located across the street. The applicant proposes to redevelop the existing gravel parking lot by removing the gravel and constructing a paved parking lot with approximately 20 parking spaces, drive aisles, a dumpster pad, and related site improvements (landscaping and detention).

The current zoning district is Mixed Use under the Bastrop Development Code. The application was originally submitted under the previous B3 Code, when the property was zoned P4 Mix. Both the current Mixed Use district and the prior P4 Mix district allow a maximum impervious cover of 60%.

The proposed site plan shows 62% impervious cover, which exceeds the maximum allowed impervious cover by 2%.

**VARIANCE CRITERIA FOR ZBA CONSIDERATION:**

Zoning Variances are considered under **Article 14.12, ZONING BOARD OF ADJUSTMENTS, Sec. 14.12.005 Variances**, of the Bastrop Development Code, and as authorized under Chapter 211 of the Texas Local Government Code.

*“In order to grant a variance from these zoning standards, the ZBA must make written findings that unnecessary hardship exists, using the criteria listed below.”*

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.*

Information for Consideration:

The proposed use is the redevelopment of an existing gravel parking lot into a paved parking lot, utilizing permeable pavers, serving the County Courthouse. The property is located near existing civic, downtown, and residential uses. The proposed site improvements include paving, parking spaces, drive aisles, a dumpster pad, landscaping, and detention.

Examples of factors the ZBA may consider include:

- Whether paving the lot would improve dust control, striping, accessibility, drainage design, and on-site traffic circulation.
  - Whether the requested increase from 60 percent to 62 percent impervious cover could affect stormwater runoff, downstream drainage, or nearby properties.
  - Whether required drainage improvements, detention, or Gills Branch watershed overdetention standards adequately address potential impacts.
  - Whether the proposed site improvements protect public health, safety, and welfare.
  - Whether the increase in impervious cover could positively or negatively affect site design to reduce traffic, on street parking, and neighborhood compatibility.
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.*

Information for Consideration:

The subject property consists of two small lots currently used as a gravel parking lot. The applicant has indicated that compliance with the 60 percent impervious cover limit would reduce the number of parking spaces that may be built on the site.

Examples of factors the ZBA may consider include:

- Whether the size, configuration, location, or existing condition of the property creates a special condition peculiar to the property.
- Whether the property has unusual physical conditions not generally shared by nearby properties.
- Whether strict application of the 60 percent impervious cover limit would create unnecessary hardship as applied to this property.
- Whether the reduction in parking spaces is a result of a special condition of the property or the proposed site design.
- Whether reasonable use of the property remains available if the variance is not granted.

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.*

Information for Consideration:

The property is currently used as a parking lot. The requested variance would allow the site to be paved and striped to accommodate approximately 20 paved parking spaces.

Examples of factors the ZBA may consider include:

- Whether the ability to pave and improve the parking lot is necessary to preserve and enjoy a substantial property right.
  - Whether the ability to provide approximately 20 parking spaces, rather than a smaller compliant layout, is necessary to preserve a substantial property right.
  - Whether the property can continue to serve a parking function without the requested variance.
  - Whether approval of the variance would observe the spirit and intent of the Code.
  - Whether granting or denying the variance would result in substantial justice based on the facts in the record.
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.*

Information for Consideration:

The record may be reviewed to determine whether the property has extraordinary physical conditions, such as exceptional narrowness, shallowness, shape, topography, drainage constraints, or other site-specific characteristics.

Examples of factors the ZBA may consider include:

- Whether the two lots have exceptional narrowness, shallowness, shape, topography, or similar extraordinary physical conditions.
    - Note: The typical minimum lot size for Mixed Use Zoning is 1/3 acre for commercial uses. The two lots, combined, are less than 1/3 acre.
  - Whether the conditions relied on for the variance are related to the property itself.
  - Whether similar conditions are generally shared by other properties in the same zoning district or vicinity.
  - Whether other small or infill parking lots in the area face similar impervious cover or parking capacity constraints.
  - Whether the hardship arises from the property characteristics or from the proposed development layout.
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.*

Information for Consideration:

The variance request is associated with the proposed layout for a paved parking lot containing approximately 20 spaces.

Examples of factors the ZBA may consider include:

- Whether the need for the variance results from the physical characteristics of the property.
  - Whether the need for the variance results from the proposed site design or desired number of parking spaces.
  - Whether alternative layouts, materials, parking counts, or site improvements could reduce or eliminate the need for the variance.
  - Whether the circumstances supporting the request were created by the applicant, property owner, or proposed development plan.
  - Whether the requested relief is necessary due to an existing condition or due to the proposed redevelopment plan.
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).*

*Texas Local Government Code Section 211.009(b-1): In exercising its authority under Subsection (a)(3), the board may consider the following as grounds to determine whether compliance with the ordinance as applied to a structure that is the subject of the appeal would result in unnecessary hardship:*

*(1) the financial cost of compliance is greater than 50 percent of the appraised value of the structure as shown on the most recent appraisal roll certified to the assessor for the municipality under Section 26.01, Tax Code;*

*(2) compliance would result in a loss to the lot on which the structure is located of at least 25 percent of the area on which development may physically occur;*

*(3) compliance would result in the structure not being in compliance with a requirement of a municipal ordinance, building code, or other requirement;*

*(4) compliance would result in the unreasonable encroachment on an adjacent property or easement; or*

*(5) the municipality considers the structure to be a nonconforming structure.*

Information for Consideration:

The applicant has identified project practicality and reduced parking yield as reasons for the variance request. The request is for increased impervious cover associated with a proposed paved parking lot and desired number of spaces to serve the County Courthouse.

Examples of factors the ZBA may consider include:

- Whether the request is based on financial hardship, operational convenience, parking demand, or site functionality.
- Whether reduced parking capacity, increased design difficulty, or project impracticality constitutes unnecessary hardship under the criteria.
- Whether the hardship is based on property-specific conditions rather than financial impact alone.

- Whether Texas Local Government Code Section 211.009(b-1) applies to the specific facts of the request.
  - Whether any evidence in the record supports a hardship beyond ordinary development costs or project preference.
7. *The applicant bears the burden of proof, and the evidence supporting each finding must be documented in the record.*

Information for Consideration:

The applicant has provided a variance justification letter and supporting site plan materials.

Examples of factors the ZBA may consider include:

- Whether the applicant has provided sufficient evidence to support each required finding.
  - Whether the record identifies a property-specific unnecessary hardship.
  - Whether the record identifies special conditions peculiar to the property.
  - Whether the record includes evidence related to drainage, impervious cover, site constraints, parking needs, and alternative layouts.
  - Whether the record supports approval, denial, or the need for additional information.
8. *A variance shall not authorize a use that is not otherwise permitted in the zoning district.*

Information for Consideration:

The property is currently used as a parking lot serving the County Courthouse. The proposed use is a paved parking lot. The parking lot use is grandfathered on this specific lot so long as the use is not discontinued or abandoned.

**ZBA ACTION:**

The ZBA may approve, approve with conditions if legally authorized, deny, or table the request for additional information.

Any action on the variance request should be based on the ZBA's written findings regarding the applicable variance criteria.

**RECOMMENDATION:**

Consider and act on the zoning variance request for Project #26-000069, County Courthouse Parking Lot Addition Improvement, to allow up to 62% impervious cover on the two combined Mixed Use-zoned lots for the construction of a paved parking lot.

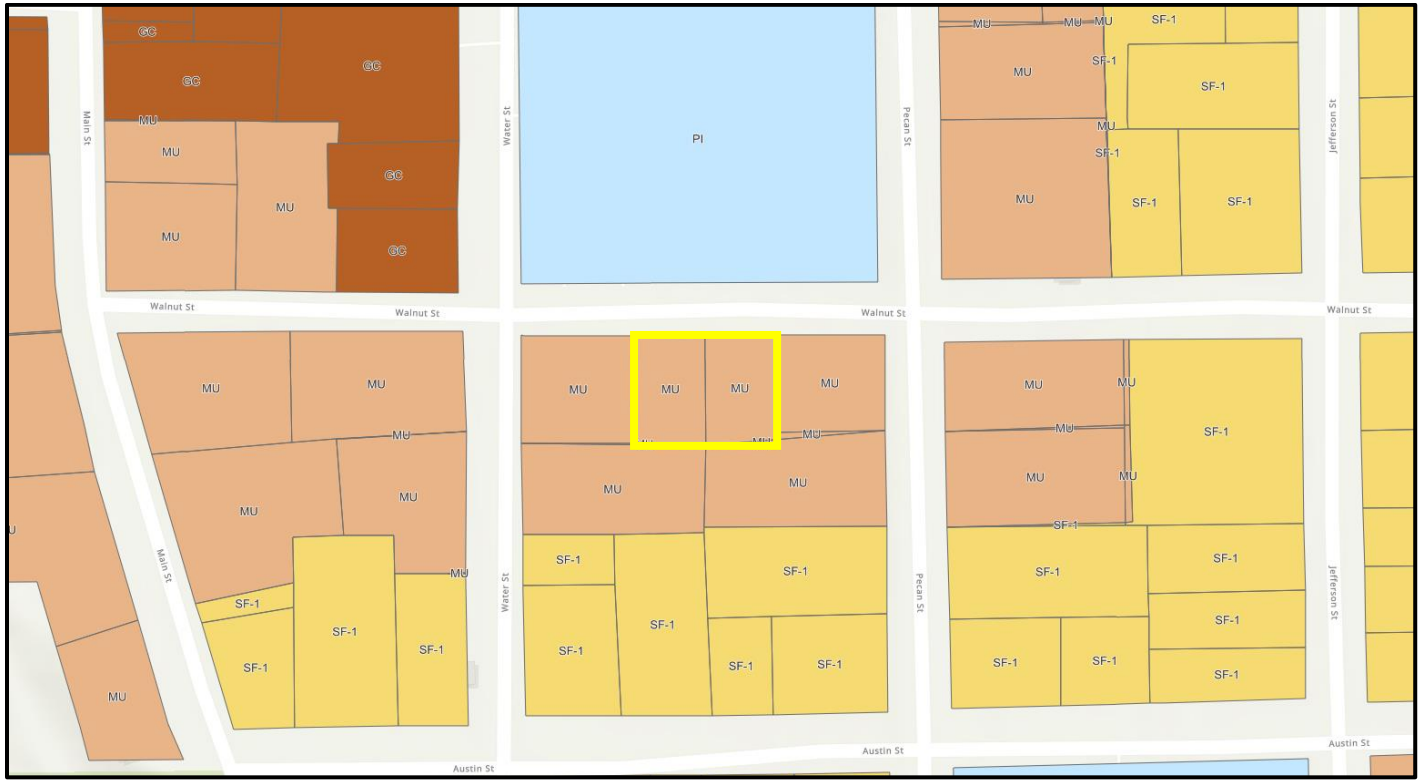
**ATTACHMENTS:**

1. Zoning Map and Site Map
2. Mixed Use Zoning District Impervious Cover Requirements
3. Site Plan
4. Site Plan - Pervious Pavers and Guardrail Exhibit with I.C. Calculations
5. Variance Justification Letter from Applicant
6. Variance Criteria Responses from Applicant

### Site/Location Map



### Zoning Map



GC = General Commercial, MU = Mixed Use, PI = Public Institutional, SF-1 = Single Family Residential  
Density

Item 3A.

# MU - Mixed Use Zoning District

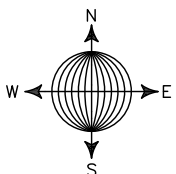
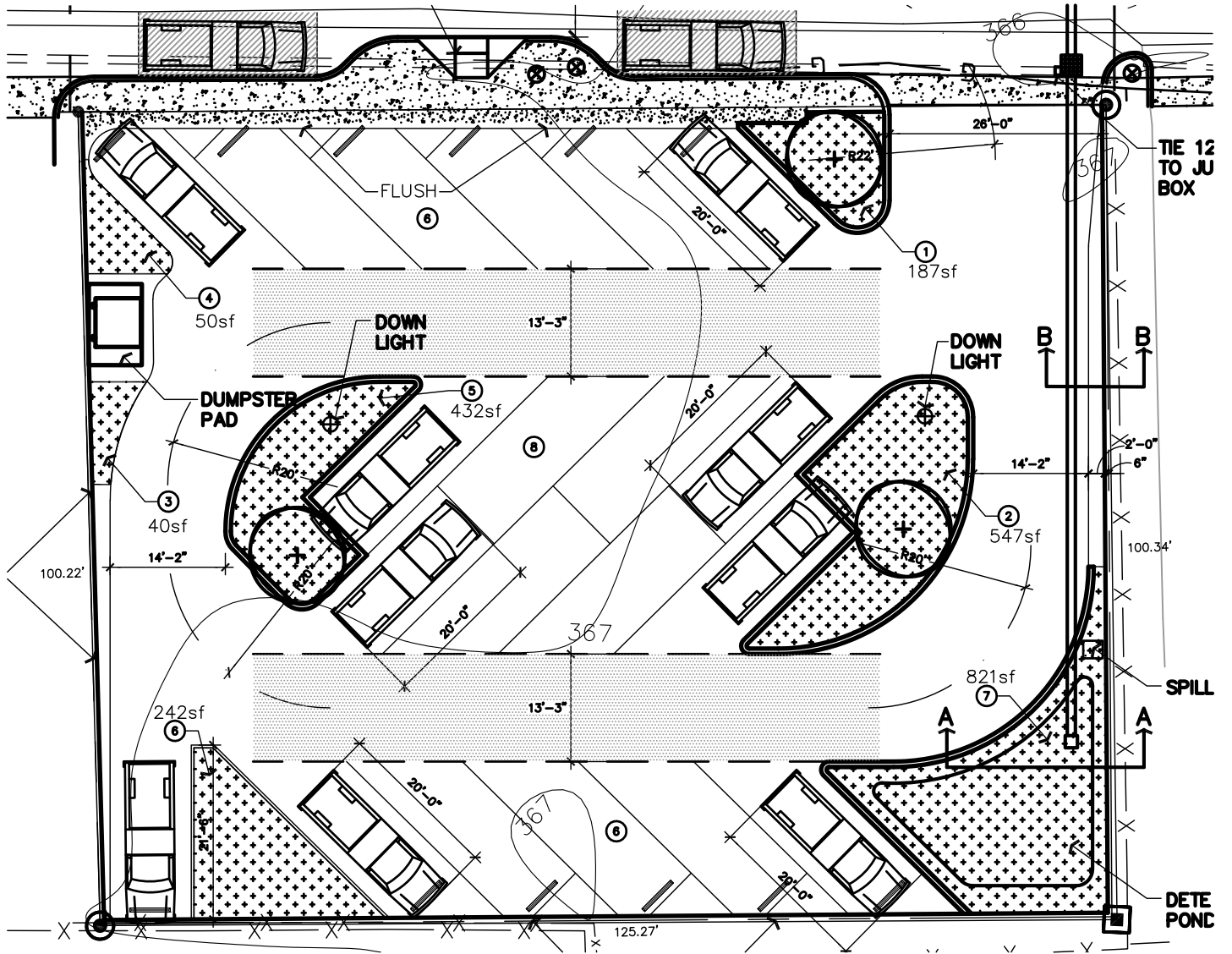
Standard	Requirement
Minimum Lot Size	1/3 acre (14,520 sq. ft.)
Minimum Lot Width	50 feet
Front Setback*	15 feet
Side Setback	5 feet minimum; 0 feet allowed on shared/party-wall sides within a unified development; 10 feet where abutting RR or SF districts.
Corner Side Street Setback	10 feet
Rear Setback	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.

## Bastrop County Parking Lot:

**60% Impervious**

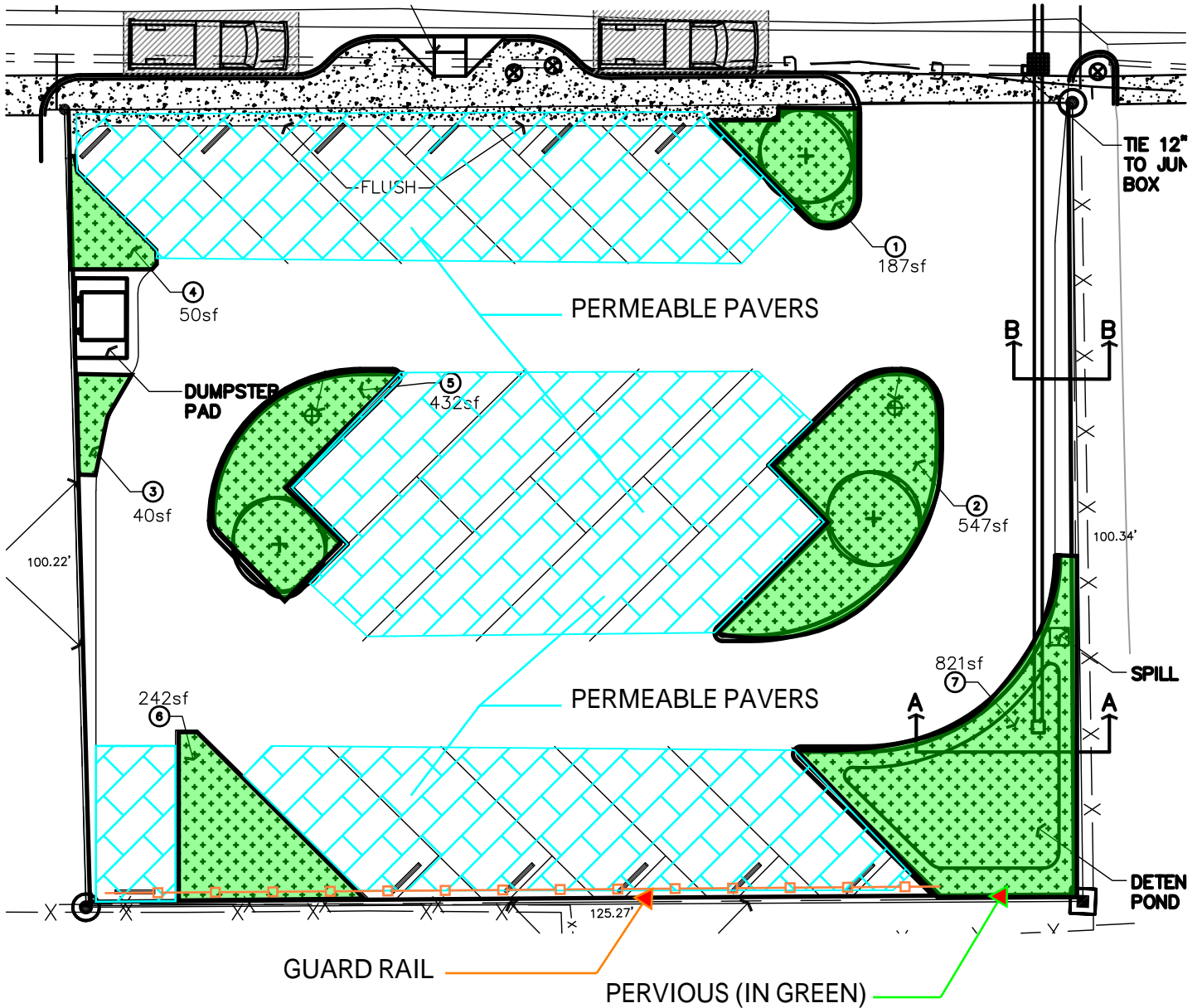
**40% Pervious**



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# SITE PLAN

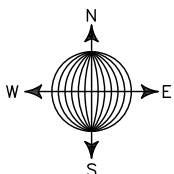
SCALE: 1"=20'-0"



**SUMMARY OF PERVIOUS COVER**

Property Area: 12,500sf  
 Pervious Shown: 2,319sf  
 Permeable Pavers: 4,846sf  
 1/2 Pavers+Pervious: 4,742sf or 38%

Required Pervious: 5,000 or 40%  
 Short 258sf or 2%



1  
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**PERVIOUS PLAN**

SCALE: 1"=20'-0"

## Variance Letter

June 8, 2026

City of Bastrop  
Zoning Board  
1311 Chestnut St.  
Bastrop TX 78602

**RE: Variance Request for Pervious Cover**  
Proposed County Parking Lot, Walnut St.

Dear Zoning Board:

The County of Bastrop is pursuing the development of additional parking next to the main parking lot on Walnut Street to ease parking overflow and improve traffic flow. The parking lot is being designed to have onsite detention to prevent any increase in downstream runoff.

The design will use concrete in the travel lanes with parking islands to allow for trees and vegetation for pervious cover. Also, it will have down lighting for night sky protection, and a dumpster pad for better access.

The efficiency of the proposed parking lot maximizes pervious cover, however, to meet the required pervious cover of 40% the site design will include permeable pavers. These pavers can fail prematurely in heavy traffic lanes and/or when they are cut into smaller irregular pieces. To avoid this the design is purposely trying to avoid using them in the main travel lanes but in doing so will cause the pervious cover to fall slightly below the required 40%, to a value of 38%.

This negligible reduction of 2% will have little impact on the overall area but will make a significant impact on how the pavers perform over the long term. This would save the County money and give the layout a much more pleasing appearance.

The County and public will benefit from this variance request, and the spirit of the code will remain intact. We are doing our best to provide the City of Bastrop the best design possible.

Thank you for your consideration.

Sincerely,



\_\_\_\_\_

Gilbert Vargas P.E.

VDC, 1001 Canterbury Hill, San Antonio TX 78209

## Variance Response

June 8, 2026

City of Bastrop  
Zoning Board  
1311 Chestnut St.  
Bastrop TX 78602

**RE: Variance Request for Pervious Cover**  
Proposed County Parking Lot, Walnut St.

**1. Variance is not contrary to public interest and will not be detrimental to public safety or welfare, health and safety to other property in the area:**

The proposed parking will be a benefit to the public who need this space to help conduct their necessary affairs as the City of Bastrop continues to grow and more activity is performed around these downtown government facilities.

Stormwater detention will be provided onsite to eliminate an increase in all downstream stormwater runoff, it will be designed to protect surrounding and downstream properties. Pre-condition runoff will be matched or reduced once the project is completed thus eliminating this as a possible detriment.

**2. Due to special conditions for this property, a literal enforcement of this code would result in unnecessary hardship:**

This project will be using permeable pavers to help meet the impervious restrictions set forth by the city, currently the pavers are shown to remain out of the travel lanes where heavy trash trucks could damage them prematurely due to the weight of the trucks and repeated pivoting of heavy vehicles. Once one paver fails there is an ongoing failure tendency of the ones next to it which rapidly spreads throughout the area.

**3. The variance is necessary to permit the applicant to preserve and enjoy substantial property rights, and the spirit and intent of this code are observed and justice is done:**

The City and the public will get better value from these pavers by keeping them off the travel lanes. The reduction of pervious cover from 40% to 38% (258sfsf) will have negligible impact on the site but will make a significant improvement on the long-term life, cost and maintenance of the pavers.

**4. The unnecessary hardship is based on the conditions related to the property...in this case the physical shape and size:**

The relatively small size of this site, along with the need to add travel lanes and a dumpster pad, does not lend itself to a conventional rectangular parking lot. The angular car parking spaces are the most efficient layout possible to meet design guidelines within the rectangular boundary but create odd shapes that are not helpful when using pavers. Small, irregular shaped pavers in the travel lanes will be prone to failure triggering constant maintenance and expenditures.

**5. The unnecessary hardship is not self-created:**

The proposed parking lot property was previously two single family dwelling units. Their proximity to the courthouse created a desire to use them for a higher and better use and to allow them to serve the public. No other changes to the property have been made.

**6. Financial impact alone does not constitute unnecessary hardship:**

Following the code in this case would cause higher maintenance costs, higher installation cost and would not improve the performance or appearance of the site. For this case the project would be better served by allowing a slight reduction in the pervious cover.

**7. Applicant bears the burden of proof:**


The Pervious Plan shows the site being maximized for pervious green spaces along with permeable pavers under all parking spots. The shapes are generally rectangular and remain outside the travel lanes. The contrast of the circular concrete drive accented with pavers adds a nice decorative appearance to the site.

**8. Variance shall not authorize a use that is not permitted:**

This zoning allows for parking under P2 (vested).

There is no issue on this matter.

Thank you for your consideration.

  
Gilbert Vargas P.E.

VDC, 1001 Canterbury Hill, San Antonio TX 78209



# STAFF REPORT

**MEETING DATE:** June 18, 2026

**TITLE:**

Consider and act on a request for a zoning variance from the Bastrop Development Code Section 14.04.005, Access and Connectivity for Single Family zoning district, to allow the subject property to exceed the maximum number of driveways allowed. The variance would allow up to 2 driveway accesses with up to 36’ width in total.

**AGENDA ITEM SUBMITTED BY:**

James E Cowey, Director of Development Services

**PROPERTY INFORMATION:**

Applicant:	Stuart Williams
Property Owner:	Stuart Williams
PID #	31419
Acreage:	0.27 Total Acres/11,674.08 SF
Request:	Driveway Amount Variance.
Current Zoning:	Single-Family (SF)
Existing Use:	Single-Family Residential
Proposed Use:	Single-Family Residential
Requested Number of Driveways:	2
Maximum Number of Driveways Allowed:	1

**BACKGROUND/HISTORY:**

The applicant is requesting a variance to exceed the maximum number of driveways allowed by the applicable zoning district. The current zoning district is Single-Family Residential under the Bastrop Development Code.

The subject property consists of one lot currently used as a single-family residency. The applicant is proposing to extend the existing driveway and make it into a half circle driveway. The second driveway is proposed to be 12 ft in width.

**VARIANCE CRITERIA FOR ZBA CONSIDERATION:**

Zoning Variances are considered under **Article 14.12, ZONING BOARD OF ADJUSTMENTS, Sec. 14.12.005 Variances**, of the Bastrop Development Code, and as authorized under Chapter 211 of the Texas Local Government Code.

*“In order to grant a variance from these zoning standards, the ZBA must make written findings that unnecessary hardship exists, using the criteria listed below.”*

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.*

Information for Consideration:

The added distance will increase off-street parking spaces and will have a steep drainage pipe.

Examples of factors the ZBA may consider include:

- Whether the requested driveway could affect stormwater runoff, downstream drainage, or nearby properties.
  - Whether required drainage improvements, detention, or detention standards adequately address potential impacts.
  - Whether the proposed site improvements protect public health, safety, and welfare.
  - Whether the increase in impervious cover could positively or negatively affect site design to reduce traffic, on street parking, and neighborhood compatibility.
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.*

Information for Consideration:

The subject property consists of one lot currently used as a single-family residence at a downhill slope. The applicant will still be required to meet impervious cover regulations.

Examples of factors the ZBA may consider include:

- Whether the size, configuration, location, or existing condition of the property creates a special condition peculiar to the property.
  - Whether the property has unusual physical conditions not generally shared by nearby properties.
  - Whether the reduction in parking spaces is a result of a special condition of the property or the proposed site design.
  - Whether reasonable use of the property remains available if the variance is not granted.
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.*

Information for Consideration:

The variance requested would allow for an additional driveway entrance from Mokalau Drive to accommodate additional parking space and allow for additional parking.

Examples of factors the ZBA may consider include:

- Whether the ability to add the second driveway entrance is necessary to preserve and enjoy a substantial property right.
  - Whether the property can continue to serve its function without the requested variance.
  - Whether approval of the variance would observe the spirit and intent of the Code.
  - Whether granting or denying the variance would result in substantial justice based on the facts in the record.
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.*

Information for Consideration:

The record may be reviewed to determine whether the property has extraordinary physical conditions, such as exceptional narrowness, shallowness, shape, topography, drainage constraints, or other site-specific characteristics.

Examples of factors the ZBA may consider include:

- Whether the lot has exceptional narrowness, shallowness, shape, topography, or similar extraordinary physical conditions.
    - Note: The typical minimum lot size for Single-Family Zoning is 1/3 acre. The lot is less than 1/3 acre.
  - Whether the conditions relied on for the variance are related to the property itself.
  - Whether similar conditions are generally shared by other properties in the same zoning district or vicinity.
  - Whether other small or infill residential lots in the area face similar constraints.
  - Whether the hardship arises from the property characteristics or from the proposed development layout.
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.*

Information for Consideration:

The variance request is associated with the proposed layout for a second driveway entrance connecting to the existing driveway making a half circle driveway.

Examples of factors the ZBA may consider include:

- Whether the need for the variance results from the physical characteristics of the property.
  - Whether the need for the variance results from the proposed site design or desired number of parking spaces.
  - Whether alternative layouts, materials, parking counts, or site improvements could reduce or eliminate the need for the variance.
  - Whether the circumstances supporting the request were created by the applicant, property owner, or proposed development plan.
  - Whether the requested relief is necessary due to existing conditions or due to the proposed redevelopment plan.
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).*

*Texas Local Government Code Section 211.009(b-1): In exercising its authority under Subsection (a)(3), the board may consider the following as grounds to determine whether compliance with the ordinance as applied to a structure that is the subject of the appeal would result in unnecessary hardship:*

*(1) the financial cost of compliance is greater than 50 percent of the appraised value of the structure as shown on the most recent appraisal roll certified to the assessor for the municipality under Section 26.01, Tax Code;*

*(2) compliance would result in a loss to the lot on which the structure is located of at least 25 percent of the area on which development may physically occur;*

*(3) compliance would result in the structure not being in compliance with a requirement of a municipal ordinance, building code, or other requirement;*

*(4) compliance would result in the unreasonable encroachment on an adjacent property or easement; or*

*(5) the municipality considers the structure to be a nonconforming structure.*

Information for Consideration:

The request is for increased number of driveways for a second entryway to the property.

Examples of factors the ZBA may consider include:

- Whether the request is based on financial hardship, operational convenience, parking demand, or site functionality.
  - Whether project impracticality constitutes unnecessary hardship under the criteria.
  - Whether the hardship is based on property-specific conditions rather than financial impact alone.
  - Whether Texas Local Government Code Section 211.009(b-1) applies to the specific facts of the request.
  - Whether any evidence in the record supports a hardship beyond ordinary development costs or project preference.
7. *The applicant bears the burden of proof, and the evidence supporting each finding must be documented in the record.*

Information for Consideration:

The applicant has provided a variance justification letter and supporting site plan materials.

Examples of factors the ZBA may consider include:

- Whether the applicant has provided sufficient evidence to support each required finding.
  - Whether the record identifies a property-specific unnecessary hardship.
  - Whether the record identifies special conditions peculiar to the property.
  - Whether the record includes evidence related to drainage, impervious cover, site constraints, parking needs, and alternative layouts.
  - Whether the record supports approval, denial, or the need for additional information.
8. *A variance shall not authorize a use that is not otherwise permitted in the zoning district.*

Information for Consideration:

The property is currently used as a single-family residence. The proposed use is a single-family residence. The use is not changing; an additional driveway entrance is requested.

**ZBA ACTION:**

The ZBA may approve, approve with conditions if legally authorized, deny, or table the request for additional information.

Any action on the variance request should be based on the ZBA's written findings regarding the applicable variance criteria.

**RECOMMENDATION:**

Consider and act on a request for a zoning variance from the Bastrop Development Code Section 14.04.005, Access and Connectivity for Single Family zoning district, to allow the subject property to exceed the maximum number of driveways allowed. The variance would allow up to 2 driveway accesses with up to 36' width in total.

**ATTACHMENTS:**

1. Site and Zoning Map
2. Residential Driveway Criteria
3. Proposed Site Plan
4. Project Description
5. Variance Checklist Responses from Applicant
6. Images from Applicant












Site/Location Map

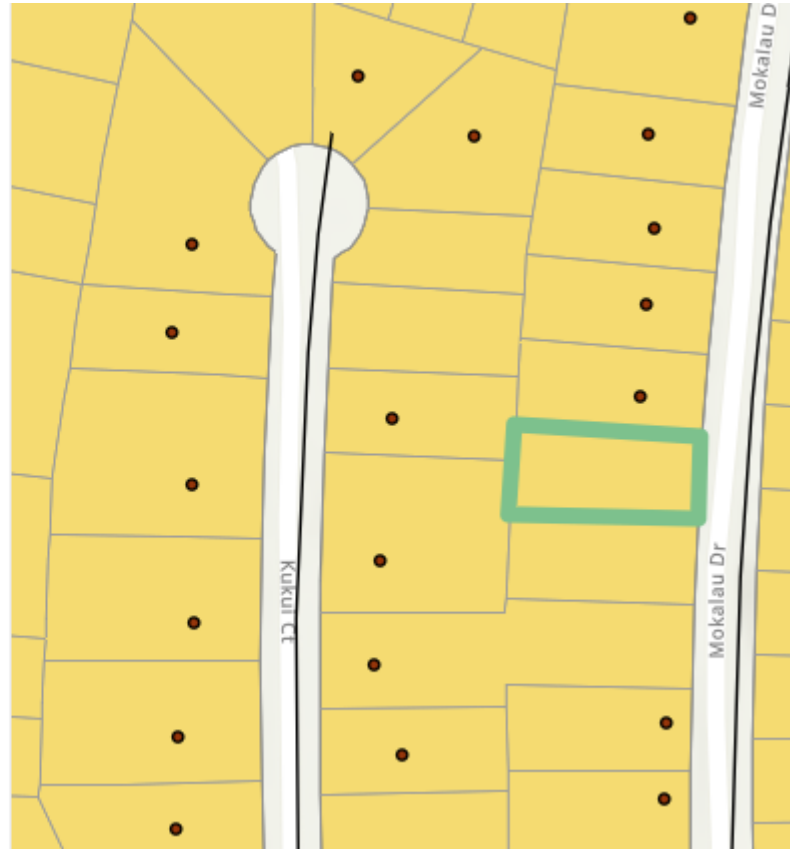


### Zoning Map

#### Zoning Districts

##### Zone Type

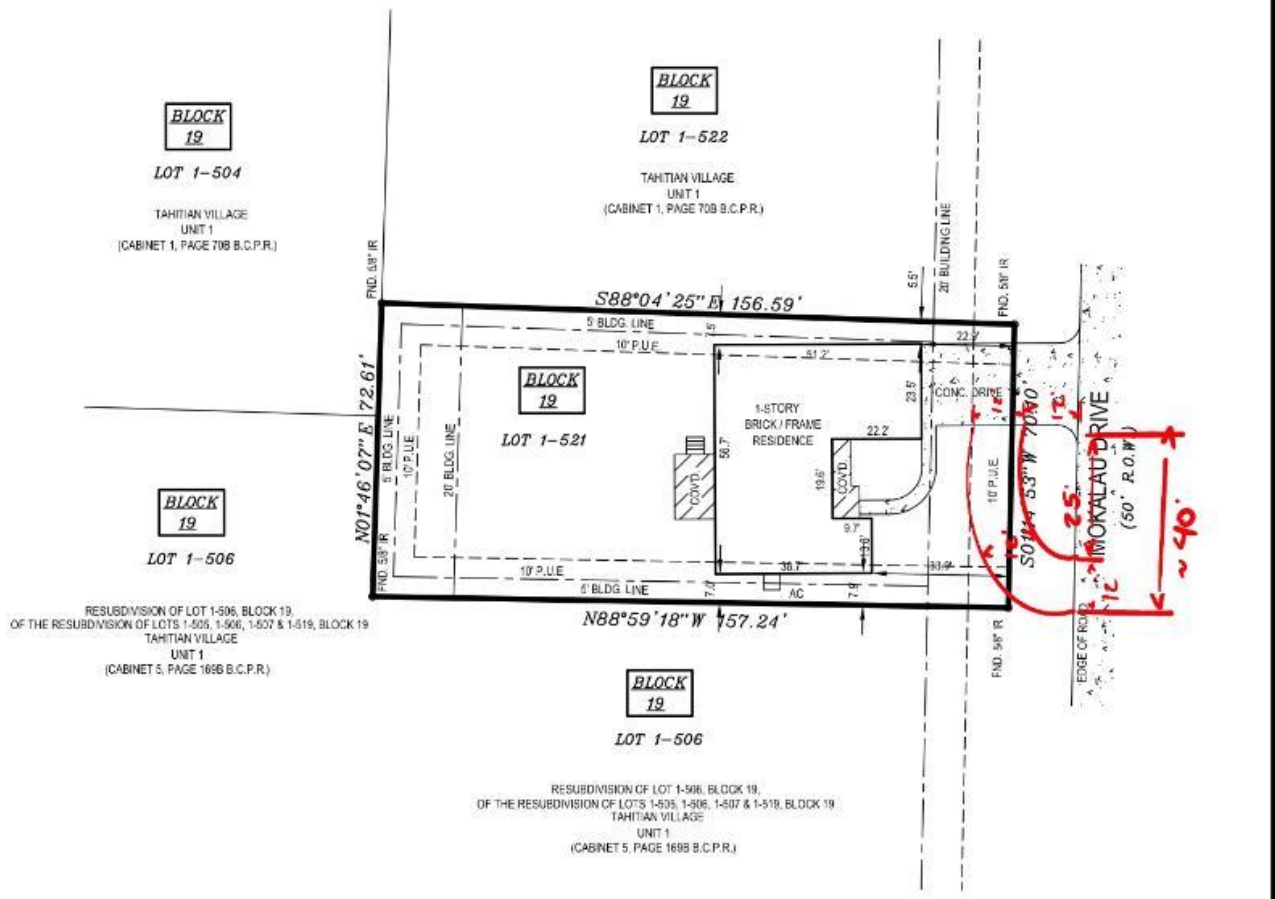
-  Parks & Open Space
-  Rural Residential
-  Single Family Residential (SF-1)
-  Single Family Residential (SF-2)
-  Single Family Residential (SF-3)
-  Mixed Use
-  General Commercial
-  Public Institutional
-  Industrial
-  Planned Development
-  others



2) Driveway Criteria and Spacing.

- a) 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'



RESUBDIVISION OF LOT 1-506, BLOCK 19,  
OF THE RESUBDIVISION OF LOTS 1-505, 1-506, 1-507 & 1-519, BLOCK 19  
TAHITIAN VILLAGE  
UNIT 1  
(CABINET 5, PAGE 1666 B.C.P.R.)

RESUBDIVISION OF LOT 1-506, BLOCK 19,  
OF THE RESUBDIVISION OF LOTS 1-505, 1-506, 1-507 & 1-519, BLOCK 19  
TAHITIAN VILLAGE  
UNIT 1  
(CABINET 5, PAGE 1688 B.C.P.R.)

- NOTES:
1. BEARINGS BASED ON RECORDED MAP.
  2. THIS SURVEY EXHIBIT WAS COMPLETED WITHOUT THE BENEFIT OF A CURRENT TITLE COMMITMENT. SUBJECT TO APPLICABLE RESTRICTIVE COVENANTS IF ANY.
  3. EASEMENT AND BUILDING LINES PER RECORDED PLAT.
  4. SURVEYOR HAS NOT ABSTRACTED SUBJECT PROPERTY. THERE MAY BE EASEMENTS, BUILDING LINES AND OTHER MATTERS OF RECORD NOT SHOWN HEREON.

THIS EXHIBIT IS BEING PROVIDED SOLELY FOR THE USE OF THE CURRENT PARTIES AND THAT NO BOUNDARY HAS BEEN CREATED, EXPRESS OR IMPLIED, TO COPY THE SURVEY EXCEPT AS IS NECESSARY IN CONJUNCTION WITH THE ORIGINAL TRANSACTION.

FINAL AS-BUILT SURVEY OF:  
LOT 1-521, IN BLOCK 19, OF TAHITIAN VILLAGE, UNIT 1, A SUBDIVISION IN BASTROP COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN CABINET 1, PAGE 708, OF THE PLAT RECORDS OF BASTROP COUNTY, TEXAS.

**CIVIL LAND SURVEYS OF TEXAS**  
LAND CONSULTANTS AND SURVEY GROUP  
10422 BLACK SANDS DRIVE  
HOUSTON, TEXAS 77095  
(OFFICE) (281) 855-8495  
FIRM NO.: 10194362

F.J.R.M. NO. 48021 C PANEL 0360 F  
EFFECTIVE DATE 05-08-23 ZONE "X"

FLOODED INFORMATION PROVIDED HEREON IS BASED ON SCALING THE LOCATION OF THE SUBJECT TRACT ON THE FLOODED INSURANCE RATE MAPS. THE INFORMATION SHOULD BE USED TO DETERMINE FLOOD INSURANCE RATES ONLY AND IS NOT INTENDED TO REPRESENT SPECIFIC FLOODING CONDITIONS. WE ARE NOT RESPONSIBLE FOR THE F.I.R.M.'S ACCURACY.

OWNER(S) OF RECORD: TOMAS LOPEZ AND PEDRO LOPEZ JAMES

PROPOSED BUYER: N/A

ADDRESS: 118 MOKALAU DRIVE, BASTROP, TEXAS 78602

FIELDWORK: JC - 12-19-23

LENDER: N/A

G.F. NO.: N/A

G.F. EFFECTIVE DATE: N/A

JOB NO.: 18012023

- LEGEND:
- U.E. — UTILITY EASEMENT
  - W.L.E. — WATERLINE EASEMENT
  - R.O.W. — RIGHT OF WAY
  - B.L. — BUILDING LINE
  - P.L. — PROPERTY LINE
  - PH — FIRE HYDRANT
  - WM — WATER METER
  - EM — ELECTRIC METER
  - MH — MANHOLE
  - PP — POWER POLE
  - CP — CABLE PEDESTAL
  - PLM — PIPELINE MARKER
  - WV — WATER VALVE
  - < > — CALLED DISTANCE
  - ( ) — MEASURED DISTANCE

CERTIFICATION

I HEREBY CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND AND THAT THIS PLAT CORRECTLY REPRESENTS THE FACTS FOUND AT THE TIME OF SURVEY SHOWING ANY IMPROVEMENTS, FROM LEGAL DESCRIPTIONS SUPPLIED BY CLIENT. THIS SURVEY IS ONLY CERTIFIED FOR BOUNDARY AND THIS TRANSACTION ONLY. SURVEYOR DID NOT ABSTRACT PROPERTY, EASEMENTS, BUILDING LINES, ETC. SHOWN AS IDENTIFIED BY THE TITLE COMMITMENT.



*Tom A. Fidler*  
TOM A. FIDLER, REGISTERED PROFESSIONAL LAND SURVEYOR NO. 3940

## Project Description

12' wide driveway extension perpendicular to the existing 24' driveway extending to the street to make a semi-circular drive. This creates a separate entry to the road lower down on the street. The project includes extending the drainage through appropriately sized steep pipe with bedding material underneath all the concrete per regulations. Concrete will be minimum of 6" thick. The drainage pipe will be covered with soil and sod and built up on downhill side to minimize the chance of washing out.

Due to the location and situation of the lot, there is no good way to park extra cars on our driveway without causing obstruction or getting stuck in the mud. There is also the proximity to the crest of the hill which does not always allow for extended reaction time for drivers coming over the hill at speed.

# CITY OF BASTROP

## Zoning Board of Adjustment

### Variance Application Checklist

Article 14.12, Bastrop Development Code • April 15, 2026

**PURPOSE:** Use this checklist to prepare a complete zoning variance application for the City of Bastrop Zoning Board of Adjustment (ZBA). The ZBA may authorize variances from the Bastrop Development Code only in specific cases and only when the required variance criteria are established by competent evidence.

**IMPORTANT:** All variance criteria listed in the applicant justification section must be met. The applicant bears the burden of proof, and the evidence supporting each finding must be documented in the record.

#### 1. Property Owner Information

Item	Applicant to Complete
Property owner name	Stuart and Miriam Williams
Mailing address	118 Mokalau Dr, Bastrop, TX, 78602
Phone number	512-468-4105 - Stuart
Email address	roninredbeard@gmail.com
Authorized representative, if any	N/A
Representative phone / email	N/A
Property owner signature / authorization included	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

#### 2. Applicant Information

Item	Applicant to Complete
Applicant name	Stuart and Miriam Williams
Applicant relationship to property	<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Agent <input type="checkbox"/> Contractor <input type="checkbox"/> Other: _____
Mailing address	118 Mokalau Dr, Bastrop, TX, 78602
Phone number	512-468-4105 - Stuart
Email address	roninredbeard@gmail.com
If applicant is not the owner, written owner authorization attached	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

### 3. Property Information

Item	Applicant to Complete
Property address	118 Mokalau Dr, Bastrop, TX, 78602
Legal description	TAHITIAN VILLAGE, UNIT 1 BLK 19 LOT 521
Parcel / property ID	R31419
Current zoning district	SF1
Current use of property	Residence
Proposed use / project description	Residence
Lot size / acreage	0.268
Existing structures on property	Single Family Dwelling
Adjacent streets / access points	Mauna Kea Ln
Is the property subject to any overlay, special district, floodplain, historic, sign, tree, or other non-zoning relief request?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, describe separately. (Non-zoning relief may be governed by another article or state-law authority and may not be within ZBA jurisdiction unless expressly assigned to the ZBA.)	N/A

### 4. Variance Request Information

Item	Applicant to Complete
Development Code section requiring variance	14.04.005 (E.2.A) Bastrop Development Code
Standard or requirement from which variance is requested	Max 24 feet driveway entrance per residential
Required standard	
Proposed standard / proposed condition	Requesting 2 curb cuts total 36'
Amount of variance requested	
Reason the variance is requested	Safety, Topography (Hillside, close to crest of hill and bottom)
Description of proposed construction, use, alteration, or site change	Semicircular Driveway extension of main driveway
Does the request authorize a use not otherwise permitted in the zoning district?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

### 5. Required Application Materials

The application must be made in writing in the form prescribed by the ZBA and must be accompanied by the required fee in compliance with the Master Fee Schedule.

Required / Potentially Required Item	✓	Notes
Completed written ZBA variance application	<input checked="" type="checkbox"/>	
Required application fee per Master Fee Schedule	<input checked="" type="checkbox"/>	
Site plan	<input checked="" type="checkbox"/>	Required by Article 14.12 procedure for variances.
Existing plat, if requested or applicable	N/A <input type="checkbox"/>	Additional information may be requested to properly review the application.
Site / building plans, if requested or applicable	N/A <input type="checkbox"/>	Additional information may be requested to properly review the application.
Narrative explaining the requested variance	<input checked="" type="checkbox"/>	Should address each required criterion below.
Evidence supporting each required finding	<input checked="" type="checkbox"/>	Applicant bears the burden of proof; evidence must be documented in the record.
Property owner authorization, if applicant is not the owner	<input type="checkbox"/>	
Supporting exhibits, photos, surveys, topographic information, or hardship documentation	<input checked="" type="checkbox"/>	Recommended where relevant to the property-specific hardship.

### 6. Applicant Justification — Required Variance Criteria

**Instructions:** Provide a written response and supporting evidence for each criterion. **All criteria must be met to qualify for a variance.** The ZBA may not grant a variance unless it finds, based on competent evidence, that each condition required for granting the variance has been established.

Required Criterion	Applicant Response / Evidence
<p><b>1. Public Interest / Health, Safety, and Welfare</b></p> <p>Explain how the variance is not contrary to the public interest and will not be detrimental to public health, safety, or welfare, or injurious to other property in the area.</p>	<p>The variance will not affect surrounding property in a detrimental way. The added distance from the crest of the hill will allow for better visibility for cross traffic coming over the hill. This should increase safety as well as offering a temporary parking alternative than the street or the ditch.</p>
<p><b>2. Special Conditions Peculiar to the Property</b></p> <p>Describe the special conditions peculiar to the property and explain how literal enforcement of the Code would result in unnecessary hardship as applied to the property.</p>	<p>Due to the current topography, anyone coming over the hill in anything other than a large vehicle may not see a car backing out of my driveway in time to stop, if going just over the speed limit. For my large truck, backing out of the driveway provides a decent amount of visibility, but for a smaller car like my daughter's Honda Civic, there's a chance of a collision or deviation from the road by another vehicle.</p>


Required Criterion	Applicant Response / Evidence
<p><b>3. Substantial Property Right / Spirit and Intent of the Code</b></p> <p>Explain why the variance is necessary to preserve and enjoy a substantial property right, how the spirit and intent of the Code are observed, and how substantial justice is done.</p>	<p>I have a right to safety for my family, and while this is not a busy road, it makes sense to have peace of mind that family and guests leaving my house will be in as little danger as possible.</p>
<p><b>4. Property-Related Hardship Not Generally Shared</b></p> <p>Explain how the unnecessary hardship is based on property conditions, such as exceptional narrowness, shallowness, shape, topography, or similar extraordinary physical conditions, and is not shared generally by other property in the same district or vicinity.</p>	<p>The Lot is relatively narrow, but deep as well as the street having no shoulder, while larger vehicles can block the view of the driveway.</p>
<p><b>5. Hardship Is Not Self-Created</b></p> <p>Explain why the hardship was not created by a person with an interest in the property. The Board must deny a variance if the requested relief is based on a condition created by a person with an interest in the property.</p>	<p>Hardship came with the house design and general layout. Flipping the floor plan might have created a more desirable outcome, but we didn't participate in the build process.</p>
<p><b>6. Financial Impact Alone Is Insufficient</b></p> <p>Explain the hardship using property-related conditions, not solely loss of profits, personal circumstances, or higher development costs typical of the district. Financial impact alone does not constitute unnecessary hardship.</p>	<p>Lot is narrow with few options to resolve this safely as is.</p>
<p><b>7. Burden of Proof and Record Evidence</b></p> <p>Identify the documents, exhibits, testimony, or other evidence that support each required finding. The applicant bears the burden of proof and the evidence supporting each finding must be documented in the record.</p>	
<p><b>8. No Unauthorized Use Variance</b></p> <p>Confirm that the variance will not authorize a use that is not otherwise permitted in the zoning district.</p>	<p><input checked="" type="checkbox"/> Confirmed   <input type="checkbox"/> Not confirmed</p>

## 7. Review and Hearing Process

Process Step	Applicant Acknowledgment
City staff may visit the site and surrounding area and report findings to the ZBA.	<input checked="" type="checkbox"/> Acknowledged
The ZBA must hold a public hearing no later than 45 days after the complete application or appeal is filed.	<input checked="" type="checkbox"/> Acknowledged
Notice of public hearing must be provided to property owners within 200 feet of the affected property within 10 days before the public hearing and published in the official local newspaper within 10 days before the public hearing.	<input checked="" type="checkbox"/> Acknowledged
The ZBA may impose additional conditions, limitations, and safeguards when granting a variance, and violation of those conditions constitutes a violation of the Code.	<input checked="" type="checkbox"/> Acknowledged
Variance rights not exercised within 1 year from the date granted lapse and may be reestablished only after a new application and hearing.	<input checked="" type="checkbox"/> Acknowledged

## 8. Applicant Certification

I certify that the information submitted with this variance application is true and correct to the best of my knowledge. I understand that all required variance criteria must be met, that I bear the burden of proof, and that the ZBA may impose conditions, limitations, and safeguards if a variance is granted. [1]

Signature	Date
Applicant signature: 	6/9/26
Property owner signature, if different: _____	

x

Top of Hill View



Sedan View



High Angle from Sedan View



View from Alternate Exit Point



High Angle View from Alternate Exit Point

