

**Planning and Zoning Commission Meeting Minutes**  
**January 14, 2016**

The City of Bastrop Planning and Zoning Commission met Thursday, January 14, 2016 at 6:00 p.m. in the Bastrop City Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas.

**1. Call to order.**

Lisa Patterson called the meeting to order at 6:00p.m.

**2. Roll call and confirmation of a quorum of Commission members.**

Richard Kindred	Present
David Bragg	Present
Lisa Patterson	Present
Bryan Whitten	Absent
Tish Winston	Present
Connie Schroeder	Present
William Ennis	Present
Debbie Moore	Present

**3. Citizen comments.**

There were no citizen comments.

**4. Workshop Session: The Planning and Zoning Commission will adjourn from the Regular Session and convene into a Workshop Session to discuss the following:**

- a) **Goals and Objectives of the Planning and Zoning Commission for 2016; and**
- b) **Engage in needs assessment to identify tools needed to support the City's planning efforts for submission to Council for consideration.**

At 6:02 p.m. the Planning and Zoning Commission adjourned the Regular Session and convened into Workshop Session. Conversation between staff and the Commission followed as to the 2016 goals and objectives of the Planning Commission and needs assessment identifying tools to support the City's planning efforts. Also, include the costs of the items. The following goals, objectives and tools needed will be presented at the City Council's Retreat planned for Saturday, January 23, 2016:

- Transportation Software to aid the City Engineer with development related to transportation impacts
- Mapping of infrastructure – GIS of water, sewer and storm water – what exists and what is needed – digital asbuilts
- Overall drainage study of the entire City
- Review of current fees for applications
- Online submittal of permits and subdivisions
- Comp Plan – the need to commit time to the process
- Additional Ethics training for Commission members

**5. The Planning and Zoning Commission will adjourn the Workshop Session and reconvene into the Regular Session to discuss, consider and take any necessary action(s) related to the Workshop Session item posted above.**

At 6:30 the Planning and Zoning Commission adjourned the Workshop Session and reconvened into the Regular Session. David Bragg made a motion to recommend the above goals, objectives and tools needed for 2016 and to present these items to the City Council at their January 23<sup>rd</sup> Retreat. Seconded by Debbie Moore and the motion passed unanimously.

**6. Director of Planning and Development report.**

- a) Monthly Report**
- b) Next Meeting, January 28, 2016**
- c) Status update on actions taken/completed, to date for the Main Street Board.**
- d) Status update on actions taken/completed, to date for the Comprehensive Plan.**
- e) Status update on actions taken/completed, to date for all Planning and Zoning Commission recommendations to City Council.**
- f) Direction from the Planning and Zoning Commission on any items to be included on any future agendas.**

Some of the above items were briefly discussed. Monthly report was sent out and they need a new Comp Plan Schedule for the January 23<sup>rd</sup> Retreat.

**7. Adjourn.**

At 6:40 p.m. Connie Schroeder made a motion to adjourn. Seconded by Tish Winston and the motion carried unanimously.

---

Lisa Patterson, Chair