MINUTES
PLANNING AND ZONING COMMISSION
PUBLIC HEARING-REGULAR MEETING
MONDAY, JUNE 26, 2017 – 6:30 PM

1. **CALL TO ORDER** Chairman Antonio Prete called the meeting to order at 6:32 PM.

PRESENT: Geno Chavarria, Ronnie Creppon, Antonio Prete, Dorothy McCarther, Rudy L. Ramirez. Staff: Gary N. Cooke, Melissa Lipiec, Carlos Navejas, Beau Perry-City Engineer

ABSENT: David Lanford

Guest: Travis Lundgren, Ronnie Moore, Kaylana Geurin, Bill Cerone, German Briones for Irma B. Chaverria

2. **PUBLIC COMMENT**: None.

3. **MINUTES**: Antonio Prete asked for a motion to approve the minutes of the May 31, 2017 meeting and Ronnie Creppon made a motion to approve the meeting minutes as presented. Rudy L. Ramirez seconded the motion and a vote was taken. The motion passed with a vote of five (5) for, zero (0) against.

4. **UNFINISHED BUSINESS**
1. None.

5. **NEW BUSINESS** Chairman Antonio Prete announced that he was changing the order of the items and started with item #2 first.
2. Review and take action on a preliminary plat submitted by James E. Garon & Associates for Irma Chaverria, the owner of the property located in the Ewing Addition, Lot 2, Acres 3.574 (Resub of Lots 2), 706 E 9th Street, City of Elgin, County of Bastrop, Texas, to divide her property into six (6) lots to be known as :Chaverria Addition". Gary N. Cooke addressed the commission and noted that the plat that is before the commission is the first draft. The latest one with comments addressed came back as of today and water and sewer services are available to all properties. He further stated that this subdivision is zoned R-1 and all lots meet the minimum 9,000 square feet size requirements and that Mr. Briones was in attendance representing Irma Chaverria if the commission had any comments. Tony Prete then asked for public comments on this item. Kaylana Geurin of 602 E 9th Street stated that she would like to see the layout of the lots and was concerned about drainage because all the water pools in the corner of Ballpark Road and 9th Street. Beau Perry, City Engineer addressed her drainage concerns by stating that any development on the lots would not be allowed to make the drainage situation worse and they would be subject to providing drainage calculations before any lots can be sold. Antonio Prete asked how many letters were sent out and Melissa Lipiec responded that 21 notices were sent out; two letters were returned and 14 delivery confirmations were received. The notices were sent out via both regular and certified mail and no phone calls or written communications were received either in for or against this subdivision. Antonio Prete pointed out that there was no tie to the original survey noted on the plat. No ROW tie on E 9th Street or Louise St. He also noted that the Average Square Foot note needs to be removed from the plat. Antonio Prete then called for a motion. Ronnie Creppon moved to approve the preliminary plat and Dorothy McCarther seconded the motion. A vote was taken and the motion passed with a vote of 5 for and 0 against.

3. Review and take action on a final plat submitted by James E. Garon & Associates for Irma Chaverria, the owner of the property located in the Ewing Addition, Lot 2, Acres 3.574 (Resub of Lots 2), 706 E 9th Street, City of Elgin, County of Bastrop, Texas, to divide her property into six (6) lots to be known as Chaverria Addition". Antonio Prete noted that the structures shown on lots 2 & 8 needs to be removed on the Final Plat as well as the curb lines and the electrical easements. Beau Perry stated that he would relay

the corrections to James E. Garon & Associates to be corrected. Antonio Prete then called for a motion. Ronnie Creppon made a motion to approve the final plat contingent on the corrections stated above and Geno Chavarria seconded the motion. A vote was taken and the motion passed with a vote of 5 for and 0 against.

1. Review and take action on a Preliminary Plat submitted by Carlson, Brigance and Doering, Inc. for Real Estate Development & Finance Co., LLC, the agent for the owners of the properties located in ABS 518, SUR 65 Martin H., ACR 60.259, Property ID 877318 and ABS 518, SUR 65 Martin H., ACR 60.259, Property ID 358740, City of Elgin, Extra Territorial Jurisdiction, Travis County, Texas, to divide their property into four hundred and twenty-six (426) lots to be known as "The Homestead Subdivision" and make possible recommendations to the Elgin City Council to zone these properties R-2 and R-3 Single Family Only. Ronnie Creppon noted that the number of lots has changed from 426 to 425 lots. Gary N. Cooke stated that the property owners are requesting annexation and zoning at the same time which is allowed by law. He also noted that the special zoning that they are requesting is applicable to each phase since typically subdivisions are built in phases. Each phase will be required to have a mixture of 52% lots at 7,500 sf and 48% lots at 6,000 sf. Beau Perry noted that variances to side yard setbacks will be required on specific lots and those lots will either be noted on the plat or as an attachment to the plat. Ronnie Moore of Carlson, Brigance and Doering, Inc addressed the commission regarding the zoning and lot sizes and noted that the final plats may be submitted in sections and each will have the 52/48% split. Geno Chavarria noted that some of the lots are larger than 6,000 square feet. Ronnie Moore stated that 6,000 square feet is the minimum lot size and when you are laying out the lots; some of them end up being larger due to required drainage easements and spacing. Antonio Prete then called for a motion and Ronnie Creppon made a motion to approve the preliminary plat with the condition that the zoning notes are added to the plat. Dorothy McCarther seconded the motion and a vote was taken. The motion passed with a vote of 5 for and 0 against.

6. **EXECUTIVE SESSION:** None

7. **ANNOUNCEMENTS:** Gary N. Cooke informed the commission that renewal notices were not sent out because the Mayor and Council are looking at imposing term limits on Board Members. We are awaiting direction from them before proceeding. Melissa Lipiec stated that no submittals have been received as of the meeting time

8. **ADJOURNMENT:** Antonio Prete adjourned the meeting at 7:56 PM

Antonio Prete
Chairman, Planning and Zoning Commission

ATTEST:

Gary N. Cooke
Secretary, Planning and Zoning Commission