MINUTES
PLANNING AND ZONING COMMISSION
PUBLIC HEARING-REGULAR MEETING
MONDAY, April 30, 2018 – 6:30 PM

CALL TO ORDER : Chairman Antonio Prete called the meeting to order at 6:31 PM.

PRESENT: Jason Tatum, Ronnie Creppon, Antonio Prete, Dorothy McCarther, David Lanford, Rudy L. Ramirez. Staff: Melissa Lipiec, Charlie Navejas, Michael Hinds, Michael Gonzalez, Beau Perry

Absent: Brian Lundgren

Guest: Ruby Simms, L. G. Smith, Bernett Smith, Ceolia Smith, LaBarbara Roberson, Kelly Hill

PUBLIC COMMENT: None

MINUTES: Ronnie Creppon made a motion to approve the minutes of the March 26, 2018 meeting as presented. Rudy L. Ramirez seconded the motion and a vote was taken. The motion passed with a vote of six (6) yes and zero (0) no.

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. REVIEW AND TAKE ACTION ON A PRELIMINARY PLAT SUBMITTED BY SANDRA J. MENLEY, OWNER OF THE PROPERTY LOCATED IN ABSTRACT A20, THOMAS CHRISTIAN, ACRES 0.647, AT 832 EAST 2ND STREET, CITY OF ELGIN, COUNTY OF BASTROP, TEXAS, TO DIVIDE HER PROPERTY INTO THREE (3) LOTS TO BE KNOWN AS "BROOKHAVEN SUBDIVISION". Melissa Lipiec addressed the commission and reminded them that they approved a zoning change from R-2 to R-3 back in January. Ms. Menley's intention for the zoning change was to be able to subdivide into three lots and that is what is being presented today. She also stated that Beau Perry was present and could answer any questions that the Commission had. Beau Perry stated that he reviewed the preliminary plat and had received responses to the comments and everything had been resolved to his satisfaction. He also stated that a detention pond would be required. Ruby Simms had a question about where the detention pond would go and Beau Perry showed her on the plat. David Lanford made a motion to approve the preliminary plat as presented and reviewed by TRC Solutions. Jason Tatum seconded the motion and a vote was taken. The motion passed unanimously. (6 yes, 0 no).

2. REVIEW AND TAKE ACTION ON A FINAL PLAT SUBMITTED BY SANDRA J MENLEY, OWNER OF THE PROPERTY LOCATED IN ABSTRACT A20, THOMAS CHRISTIAN, ACRES 0.647, AT 832 E 2ND STREET, CITY OF ELGIN, COUNTY OF BASTROP, TEXAS, TO DIVIDE HER PROPERTY INTO THREE (3) LOTS TO BE KNOWN AS "BROOKHAVEN SUBDIVISION". Melissa Lipiec stated that the final plat had been reviewed and approved by TRC Solutions and meets the City's requirements. Dorothy McCarther made a motion to approve the final plat as presented. Rudy L. Ramirez seconded the motion and a vote was taken. The motion passed unanimously. (6 yes, 0 no).

3. REVIEW AND MAKE POSSIBLE RECOMMENDATIONS TO THE ELGIN CITY COUNCIL ON AN AMENDMENT TO CHAPTER 36 (SUBDIVISIONS), SECTION 36-370, OF THE ELGIN CODE OF ORDINANCES REGARDING DEDICATION OF PARKLANDS OR PAYMENT OF FEES IN LIEU THEREOF. Melissa Lipiec informed the Commission that Michael Gonzalez, Beau Perry and Charlie Crossfield, the City Attorney have reviewed and made changes to the parkland dedication ordinance. The proposed changes were in their agenda packets and Michael Gonzales was here to answer any questions. Michael Gonzales went through the proposed changes and stated that this requirement would exclude smaller subdivisions. Ronnie Creppon made a

motion to recommend the amendment to the Elgin City Council. David Lanford seconded the motion and a vote was taken. The motion passed unanimously (6 for, 0 against).

4. REVIEW AND MAKE POSSIBLE RECMMENDATIONS TO THE ELGIN CITY COUNCIL ON AN AMENDMENT TO CHAPTER 46 (ZONING), ARTICLE IV, DIVISIONS 2, 3, AND 4 OF THE ELGIN CODE OF ORDINANCES REGARDING DRIVEWAYS AND SIDEWALKS. Melissa Lipiec stated that the changes to the ordinance were recommended by Gary N. Cooke in order to clarify that improved driveways are required. That requirement is obvious in the new subdivisions that are being built but not always obvious on lots in the established parts of town where many gravel driveways exist. The new wording on the ordinance makes it clear that not only an impervious cover parking area is required but also an improved driveway to access it. In addition, a builder would be required to either install a sidewalk or pay a fee in lieu of sidewalk in areas where bar ditches prohibit sidewalks (again, in the established parts of town). David Lanford made a motion to recommend to the Elgin City Council the proposed changes to the Elgin Code of Ordinances regarding driveways and sidewalks. Dorothy McCarther seconded the motion and a vote was taken. The motion passed unanimously. (6 for, 0 against).

Executive Session:
NONE

ANNOUNCEMENTS: Melissa Lipiec announced that the last Monday in May is Memorial Day so the next meeting will be moved up to May 21st.

ADJOURN: 7:42 pm

Antonio Prete

Chairman, Planning and Zoning Commission

ATTEST:
Melissa Lipiec

Melissa Lipiec
Acting Secretary, Planning and Zoning Commission