



AGENDA

PLANNING & ZONING COMMISSION

REGULAR MEETING

MONDAY, OCTOBER 26, 2020, 6:30 P.M.

In accordance with social distancing guidelines, the meeting will not be open to the public. Commission members, the applicants, and City staff will attend by phone or internet. The meeting will be streamed live for attendance of the public. To access please do the following:

1. Go to www.youtube.com
2. Type in the words "City of Elgin, TX" into the top search feature
3. Then click on the dark blue icon that says "Elgin Texas Perfectly Situated"
4. Then look for the "City of Elgin, Texas Planning & Zoning Commission Meeting 10/26/20"
5. Then click on it for a live broadcast.

There will be an opportunity for the public to submit written comments prior to the meeting on agenda items. These comments must be submitted by emailing the Development Services Director at dharrell@ci.elgin.tx.us or by calling 512-229-3254 by 5:00 P.M. on October 26, 2020 and leaving a message. These will be read in full at the meeting during the agenda item.

1. CALL TO ORDER

2. CONSENT AGENDA

All matters listed below are to be considered routine by the Commission and will be enacted in one motion. There will not be separate discussion on the items. If discussion is desired, that items can be removed from the consent agenda and will be considered separately as a new business item.

<!--[if !supportLists]-->1. Consider approval of the following Minutes:

2.I. August 24, 2020 Minutes

Documents:

[AUGUST 24, 2020 MINUTES.PDF](#)

2.I.i. Letter About Minutes

Documents:

[LETTER ABOUT MINUTES.PDF](#)

2.I.ii. June 22, 2020 Minutes

Documents:

[JUNE 22, 2020 MINUTES.PDF](#)

2.I.iii. May 18, 2020 Minutes

Documents:

[MAY 18, 2020 MINUTES.PDF](#)

2.I.iv. March 23, 2020 Minutes

Documents:

[MARCH 23, 2020 MINUTES.PDF](#)

3. NEW BUSINESS

- 3.I. Project #: 202000856: A Replat For "Replat Solid Ground" Located On Parcels Of Land Known By The Bastrop County Appraisal District As Parcels 12876 And 2.38 Acres Of Land Within Old Right-Of-Way Of U.S. 290 As Described In Volume 103, Page 273 Of Deed Records Of Bastrop County, Texas In Order To Create 3 New Lots Out Of 1 Existing Lot And Un-Platted Tract On 5.265 Acres Of Land.

- A. Staff Presentation
- B. Applicant Presentation
- C. Open Public Hearing
- D. Close Public Hearing
- E. Discussion
- F. Consideration

Documents:

[PACKET FOR REPLAT SOLID GROUND.PDF](#)

- 3.II. Project #: 202000618: A Final Plat For "Peppergrass Phase 1C" Located On Parcels Of Land Known By The Travis County Appraisal District As Parcel 557529 & Bastrop County Appraisal District As Parcel 15615 Located Just North Of Farm To Market (FM) 1100 And Contiguous To The Approved Peppergrass Phase 1A & 1B Final Plats For A Total Of 48 Lots On 6.21 Acres Of Land.

- A. Staff Presentation
- B. Applicant Presentation
- C. Open Public Hearing
- D. Close Public Hearing

- E. Discussion
- F. Consideration

Documents:

[PACKET FOR PEPPERGRASS PHASE 1C FINAL PLAT.PDF](#)

- 3.III. An Ordinance Amending Chapter 44, Article II, Code Of Ordinances, City Of Elgin Texas, By Amending Division One, Residential Requirements, Non-Residential And Multi-Family Requirements, And Irrigation; Providing For A Savings Clause And Repealing Conflicting Ordinances And Resolutions.

- A. Staff Presentation
- B. Open Public Hearing
- C. Close Public Hearing
- D. Discussion
- E. Recommendation

Documents:

[LANDSCAPE CODE CHANGE PACKET.PDF](#)

4. ANNOUNCEMENTS

5. ADJOURNMENT

The Commission may adjourn the public meeting at any time during the meeting and convene in Executive Session pursuant to Chapter 551 of the Texas Government Code to discuss any matter as specifically listed on the agenda and/or as permitted by Chapter 551 of the Texas Government Code. The Commission will return to an open session for possible discussion and action as a result of the Executive Session.

Notice of Assistance at Public Meetings, the City of Elgin is committed to compliance with the Americans with Disabilities Act. Elgin City Hall and Council Chambers are wheelchair accessible and special marked parking is available. Persons with disabilities who plan to attend this meeting and who may need assistance are requested to contact the City Secretary's Office at (512) 281-5724. Please provide a forty-eight (48) hour notice when feasible.

Para informacion en espanol favor de llamar (512) 281-0119. Servicios de traduccion disponible en la reunion.

MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
SPECIAL TELECONFERENCE MEETING
MONDAY, AUGUST 24, 2020

CALL TO ORDER: The Chair called the meeting to order at 6:33 P.M.

PRESENT: Development Services Director David Harrell called roll with the following members present: Antonio Prete, Brian Lundgren, Jason Tatum and David Lanford.

ABSENT: Dorothy McCarther, Ronnie Creppon and Gilbert Rangel.

STAFF: David Harrell, Development Services Director; Melissa Lipiec, Secretary; Michael Gonzales, Public Works Director; Owen Rock, Economic Development Director; Donald Heisch of TRC Solutions; Beau Perry, City Engineer.

CONSENT AGENDA

All matters listed below are to be considered routine by the Commission and will be enacted in one motion. There will not be separate discussion on the items. If discussion is desired, that items can be removed from the consent agenda and will be considered separately as a new business item.

1. March 23, 2020 Minutes.
2. May 18, 2020 Minutes.
3. June 22, 2020 Minutes.

The chairman asked if anyone had any corrections for the meeting. Seeing that there were none, he then asked all in favor or approving the minutes as presented. All four members responded aye. The minutes passed unanimously.

NEW BUSINESS

1. Project #: 202000489: A final plat for "Elm Creek North Phase 3" located on a parcel of land known by the Travis County Appraisal District as Parcel 922752, located generally between U.S. Highway 290 and Red Elm Parkway and adjacent to Phases I and II Final Plats, for a total of 115 lots on 23.194 acres of land.
 - A. Staff Presentation – David Harrell read the staff report into the record.
 - B. Applicant Presentation – Tim Holland of BGE Inc. was present to answer any questions.
 - C. Open Public Hearing – The public hearing was opened at 6:37 P.M. David Harrell indicated that no members of the public provided comments for the meeting.
 - D. Close Public Hearing – The public hearing was closed at 6:38 P.M.
 - E. Discussion – None.
 - F. Consideration – Brian Lundgren moved that the final plat for Elm Creek North Phase 3 be approved as presented. Jason Tatum seconded, and David Harrell took a roll call vote. It was discovered that David Lanford was experiencing technical difficulties so Brian Lundgren moved that the item be tabled until David Lanford could return to the meeting. Jason Tatum seconded the motion, so the item was tabled.

David Harrell requested a 5-minute recess. The meeting was recessed at 6:41 P.M.

NEW BUSINESS (Cont.)

The meeting was re-adjoined at 6:45 P.M. with the following members present: Antonio Prete, Jason Tatum, Brian Lundgren, David Lanford and Dorothy McCarther.

- F. Consideration (Cont.) – Chairman Antonio Prete restated that there was a motion made by Brian Lundgren and seconded by Jason Tatum to approve item number 1. David Harrell polled the commission for their votes. The item passed unanimously with a vote of five (5) for and zero (0) against.
- 2. Project #: 202000557: A final plat for “Peppergrass Phase 1A” located on a parcel of land known by the Travis County Appraisal District as Parcel 557529, located at the northeast corner of County Line Road and Raymond Johnson Road for a total of 44 lots on 8.23 acres of land.
 - A. Staff Presentation – David Harrell announced that Ronnie Creppon was in his office and then read his staff report into the record.
 - B. Applicant Presentation – Scott Miller of Ranch Road Development was present to answer any questions.
 - C. Open Public Hearing – The public hearing was opened at 6:53 P.M. David Harrell indicated that no members of the public provided comments for the meeting
 - D. Close Public Hearing – The public hearing was closed at 6:54 P.M.
 - E. Discussion – David Lanford asked why the phase was split up. Scott Miller responded that it was for financial reasons and due to COVID-19.
 - F. Consideration – Jason Tatum moved that the Commission approve the final plat of Peppergrass Phase 1A. Ronnie Creppon seconded the motion and David Harrell took a roll call vote. The motion passed unanimously with a vote of six (6) for and zero (0) against.
 - 3. Project #: 202000606: A final plat for “Peppergrass Phase 1B” located on a parcel of land known by the Bastrop County Appraisal District as Parcel 15615 located along Farm to Market (FM) 1100 and contiguous to the proposed Peppergrass Phase 1A Final Plat for a total of 31 lots on 6.21 acres of land.
 - A. Staff Presentation – David Harrell read his staff report into the record.
 - B. Applicant Presentation – None.
 - C. Open Public Hearing – The public hearing was opened at 6:58 P.M.
 - D. Close Public Hearing – Since there were no public comments, the public hearing was closed at 6:58 P.M.
 - E. Discussion - None
 - F. Consideration – Jason Tatum moved that the final plat for Peppergrass Phase 1B be approved as presented. Dorothy McCarther seconded the motion and David Harrell took a roll call vote. The motion passed unanimously with a vote of six (6) for and zero (0) against.

NEW BUSINESS (Cont.)

4. An Ordinance amending Chapter 46, Article IV, Code of Ordinances, City of Elgin, Texas by amending Division 9, "I" General Industrial District; providing for a savings clause and repealing conflicting ordinances and resolutions.
 - A. Applicant Presentation – David Harrell read his staff report into the record.
 - B. Open Public Hearing – The public hearing was opened at 7:02 P.M. David Harrell indicated that no members of the public provided comments for the meeting.
 - C. Close Public Hearing – The public hearing was closed at 7:02 P.M.
 - D. Discussion – There was some discussion regarding existing commercial use in industrial zones in which staff provided input.
 - E. Recommendation – Jason Tatum moved that the ordinance be recommended for approval. Dorothy McCarther seconded the motion and David Harrell took a roll call vote. The motion passed with a vote of five (5) for and zero (0) against. David Lanford did not vote on the item due to technical difficulties.
5. Project # 202000558: An ordinance amending the official zoning map of the City of Elgin, Texas adopted in Chapter 46, Section 46-3, Revised Code of Ordinances City of Elgin, Texas, 2013 and making this amendment a part of said official zoning map to wit: To rezoning to "I" General Industrial District the property being approximately 66.22 acres in Elgin Business Park Part III, Block A, Lot 2 & the property being 14.73 acres out of the A59 Elizabeth Standifer Survey, said tracts being more described in Exhibit "A" (known as Bastrop Co. Parcels Number 8712052 & 47326); and providing for a savings clause and repealing conflicting ordinances and resolutions.
 - A. Applicant Presentation – David Harrell read his staff report into the record.
 - B. Open Public Hearing – The public hearing was opened at 7:23 P.M. David Harrell stated we received one (1) inquiry into the zoning change, but that individual was neutral to the item.
 - C. Close Public Hearing – The public hearing was closed at 7:24 P.M.
 - D. Discussion - There was some discussion regarding buffers in industrial zones and exactly which parcels were being re-zoned.
 - E. Recommendation – Jason Tatum moved to recommend approval of the item. Brian Lundgren seconded the motion and David Harrell took a roll call vote. The motion passed with a vote of five (5) for and zero (0) against. David Lanford did not vote on the item due to technical difficulties.

ANNOUNCEMENTS

David Harrell announced that the Council Chambers has moved to a larger facility in the Library and the next in person meeting would be held there.

ADJOURNMENT

The meeting was adjourned at 7:37 P.M.

Antonio Prete, Chairman

ATTEST: _____
Melissa Lipiec, Secretary



October 13, 2020

RE: Minutes from March, May, and June 2020 from meeting on August 24, 2020.

Planning & Zoning Commission:

The March, May, and June Minutes have been placed back on the agenda. In listening to the Minutes from the August 24th meeting there was not a formal motion and second made before the Commission approved the Minutes. Technically, the Minutes were not approved because proper parliamentary procedure was not followed regarding motions. Therefore, staff has placed them back into the consent agenda for consideration. There have been no changes in these March, May, and June Minutes from when they were “approved” in August.

David Harrell, AICP
Development Services Director

MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
SPECIAL TELECONFERENCE MEETING
MONDAY, JUNE 22, 2020

CALL TO ORDER: The Chair called the meeting to order at 6:33 P.M.

PRESENT: Development Services Director David Harrell called roll with the following members present: Antonio Prete, Jason Tatum, Dorothy McCarther, Ronnie Creppon and David Lanford.

ABSENT: Brian Lundgren and Gilbert Rangel

STAFF: David Harrell, Development Services Director, Melissa Lipiec, Secretary, Michael Gonzales, Public Works Director, Beau Perry, City Engineer.

NEW BUSINESS

1. Project #: 2020000304: A final plat for "Elm Creek North Phase 2" located on a parcel of land known by the Travis County Appraisal District as Parcel 922752, located at the dead end of Red Elm Pkwy.in Phase 1 Final Plat, for a total of 96 lots on 36.536 acres of land.
 - A. Staff Presentation – David Harrell read his staff report into the record.
 - B. Applicant Presentation – Tim Holland of BGE, Inc. stated that he was present to answer any questions.
 - C. Open Public Hearing – The public hearing was opened at 6:36 P.M. David Harrell indicated no members of the public provided comments for the meeting.
 - D. Close Public Hearing – The public hearing was closed at 6:37 P.M.
 - E. Discussion – David Lanford asked about traffic and whether Travis County had provided any input on Klaus Lane. Tim Holland responded that the developer is not planning on improvements to Klaus Lane and they have a thirty-foot (30) right-of-way reserved along Klaus Lane for the County if they choose to make improvements in the future.
 - F. Consideration – On a motion by Ronnie Creppon, seconded by Dorothy McCarther, this item was unanimously approved by the Commission.
2. Project #: 202000338: A specific use permit to allow for a medical facility use within the R-1 Single Family Dwelling District located at 902 W. 2nd St. (Bastrop Co. Appraisal District Parcel # 80107).
 - A. Staff Presentation -David Harrell read his staff report into the record.
 - B. Applicant Presentation – Gary Davenport, Architect of record stated that he was present to answer any questions.
 - C. Open Public Hearing – The public hearing was opened at 6:45 P.M. David Harrell stated that he received two e-mails regarding this item and read those into the record. The first was from Ms. Angela Bailey of 1004 W 2nd Street who was neither for or against granting the Specific Use Permit, she expressed concerns about increased traffic congestion during school hours. The second was from Mr. Robert Allen of 104 Robin Street who was against granting the Specific Use Permit on for a number of reasons including intensification is not compatible with surrounding residential, increased traffic on neighboring streets, placement of public use in an area with no other public uses, drainage, parking on Tenth St., and location on the lot in relation to neighboring residential uses.
 - D. Close Public Hearing – The public hearing was closed at 6:53 P.M.

- E. Discussion – Antonio Prete asked for more information about the medical facility. Gary Davenport stated that his client is Community Health Center and the facility is non-profit and open to the community as well as students and teachers. David Lanford stated that he did not believe that this is the best location for the clinic due to parking and traffic. Peak school traffic times and hours of operation for the clinic were discussed. Rafael De La Paz, Chief Executive Officer of Community Health Centers of South Central Texas also spoke providing more information about the clinic stating that it has been operating from the campus since 2014 and was needing to get a new facility due to the School Districts plans to utilize the building for a 5th and 6th grade center.
- F. Recommendation – A motion was made by Dorothy McCarther, to recommend approval accepting the 177 parking spaces as the minimum required for the combined uses, all parking to be on-site with no parking signs to be placed on roadway in front of the school, and hours of operation be Monday-Friday, 8:00 A.M. to 5:00 P.M. Jason Tatum seconded the motion and a vote was taken. This item was unanimously approved by the Commission.

ANNOUNCEMENTS: David Harrell indicated that next months meeting may continue in this format or could go back to the normal hearing format depending on the continuation of the pandemic. He would notify the Commission either way.

ADJOURN: The Chairman adjourned the meeting at 7:28 P.M.

Antonio Prete, Chairman

ATTEST: _____
Melissa Lipiec, Secretary

On a motion by _____, seconded by _____ the foregoing instrument was passed and approved on this _____ day of _____, 20____.

**MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
SPECIAL TELECONFERENCE MEETING
MONDAY, MAY 18, 2020**

CALL TO ORDER: The Chair called the meeting to order at 6:30 P.M. with the following members present via teleconference: Tony Prete, Ronnie Creppon, Gilbert Rangel, Brian Lundgren, Dorothy McCarther, and Jason Tatum (he joined at 7:20 P.M.).

ABSENT: David Lanford

STAFF: Staff present via teleconference were David Harrell - Development Services Director, Michael Gonzales – Public Works Director, Melissa Lipiec – Secretary, and Beau Perry - City Engineer.

NEW BUSINESS

1. Project #: 202000159: A re-plat for “Lots 2 and 3, Block A, Elgin Veterinary Clinic Addition” located on a parcel of land known by the Bastrop County Appraisal District as Parcels 11909, 14889, & 122457 located along the northside of U.S. Highway 290 just west of the intersection of U.S. Highway 290 & Roy Rivers Rd. for a total of four (4) lots on 7.983 acres of land.
 - A. Staff Presentation – David Harrell read his staff report into the record.
 - B. Applicant Presentation Vincent Musat of Foresite Group addressed the Commission and stated that they did not have a presentation but were present to answer any questions.
 - C. Open Public Hearing – The public hearing was opened at 6:36 P.M., no members of the public spoke at the hearing. David Harrell informed the commission that he had received a phone call on Friday, May 15th requesting information on the project. They were not opposed to the project.
 - D. Close Public Hearing – The public hearing was closed at 6:37 P.M.
 - E. Discussion – The Commission had questions in regard to water, wastewater, access and drainage for lot 2B. It was decided that a note would be added to the plat for lot 2A creating a public utility easement for lot 2B specific to water, wastewater, access and drainage. In addition, Tony Prete pointed out that the contour lines needed to be removed from the final plat and references to Bastrop County Commissioners removed from the notes.
 - F. Consideration – On a motion by Brian Lundgren to approve the plat with the noted changes discussed in subsection E, seconded by Dorothy McCarther, this item was unanimously approved by the Commission.
2. Project #: 202000274: A subdivision variance from Section 36-172(a) to allow for the creation of a new commercial lot without street frontage along U.S. Highway 290 on Bastrop County Appraisal District Parcel 47892 located along the westside of U.S. Highway 290 at the railroad tracks.
 - A. Staff Presentation – David Harrell read his staff report into the record.
 - B. Applicant Presentation – There was no applicant presentation.
 - C. Open Public Hearing – The public hearing was opened at 7:07 P.M., David Harrell indicated no members of the public contacted him to give public input.
 - D. Close Public Hearing – The public hearing was closed at 7:08 P.M.
 - E. Discussion – The Commission had questions regarding the variance request which they needed answered before they could decide whether to grant the variance. Consent to table (continue) the item was requested from and granted by the applicant.

Jason Tatum joined the teleconference at 7:20 P.M.
Gary Jones of Binkley & Barfield joined the teleconference at 7:22 P.M.

 - F. Consideration – Ronnie Creppon made a motion to table (continue) the item to May 26, 2020 at 6:30 P.M. Gilbert Rangel seconded the motion and a vote was taken. The motion passed unanimously.

3. Project #: 202000277: A time extension for Eagles Landing Phase II approved preliminary plat located on a parcel of land known by the Travis County Appraisal District as Parcel 576925, located at the dead end of Golden Eagle Way.
- A. Staff Presentation – David Harrell read his staff report into the record.
 - B. Applicant Presentation – There was no applicant presentation, but Blake Reed was present to answer any questions.
 - C. Open Public Hearing – The public hearing was opened at 7:34 P.M., David Harrell indicated no members of the public contacted him to give public input.
 - D. Close Public Hearing – The public hearing was closed at 7:35 P.M.
 - E. Discussion – The Commission discussed the length of the extension (one year from February 27, 2020) in relation to the current code. It was determined that once the extension expired on February 27, 2021; the applicant would be required to submit a new preliminary plat if no final plat had been approved.
 - F. Consideration – On a motion by Jason Tatum, seconded by Dorothy McCarther, the motion passed unanimously.

ANNOUNCEMENTS: David Harrell announced that the May 26, 2020 Special Meeting and the June 22, 2020 Regular Meeting would be via teleconference.

ADJOURN: The Chair adjourned the meeting at 7:42 P.M.

Antonio Prete, Chair

ATTEST: _____
Melissa Lipiec, Secretary

On a motion by _____, seconded by _____ the foregoing instrument was passed and approved on this _____ day of _____, 20____.

**MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, MARCH 23, 2020**

CALL TO ORDER: Chair Antonio Prete called the meeting to order at 6:47 P.M. with the following members present in person: Antonio Prete, Ronnie Creppon, Gilbert Rangel, Dorothy McCarther, and David Lanford. Other members present by teleconference call per Governors Executive Order for Open Meetings were Jason Tatum and Brian Lundgren. Staff present in the Chambers were David Harrell, Development Services Director/Acting Secretary and Beau Perry, City Engineer.

PUBLIC COMMENT FOR NON-AGENDA RELATED ITEMS: No members of the public spoke on this item.

CONSENT AGENDA

1. Consider approval of the following Minutes:

A. February 24, 2020 Regular Meeting.

On a motion by Brian Lundgren, seconded by Ronnie Creppon; the Minutes were unanimously approved by the Commission.

NEW BUSINESS

1. Project #201900704: A concept plan for "Stone Creek Ranch" located on a parcel of land known by the Travis County Appraisal District as Parcel 839520, located along the northside of Farm to Market (FM) 1100 for a total of 293 lots on 68.99 acres of land.
 - A. Staff Presentation – David Harrell read his staff report into the record.
 - B. Applicant Presentation – Michael Bowen Sr. addressed the Commission regarding their request via teleconference call. He reiterated the items within the City Staff report and thanked the Commission for reviewing the item.
 - C. Open Public Hearing – The public hearing was opened at 6:54 P.M., no members of the public spoke at the hearing.
 - D. Close Public Hearing – The public hearing was closed at 6:55 P.M.
 - E. Discussion – The Commission had questions in regard to the design of the drainage, environmental buffers, wastewater access to site, lift stations, sight issues along FM 1100, access to the site, vesting of the project regarding the traffic impact analysis. All questions were answered by City Staff or the applicants.
 - F. Consideration – On a motion by Ronnie Creppon, seconded by Dorothy McCarther, this item was unanimously approved by the Commission.

ANNOUNCEMENTS: David Harrell announced that due to an Executive Order from the Governor modifying requirements of the Open Meetings Act, phone conferencing will remain an option to attend meetings so long as this Order is active. Also, so far there are no items on next month's meeting date.

ADJOURNMENT: The Chair adjourned the meeting at 7:12 P.M.

Antonio Prete, Chair

ATTEST: _____
David Harrell, Acting Secretary

On a motion by _____, seconded by _____

the foregoing instrument was passed and approved this _____ day of _____, 2020.



Development Services Department

STAFF REPORT

Re-plat for Replat Solid Ground

File Number: 202000856

Date: October 13, 2020

Applicant: Jeanne Dube FKA Jeanne Bracewell

Representative: SAME

Hearing Dates: Planning & Zoning Commission – October 26, 2020

Location: Bastrop County Appraisal District Parcels 12876 and 2.38 acres of land within old right-of-way of U.S. 290 as described in Volume 103, Page 273 of Deed Records of Bastrop County, Texas. Generally located between U.S. Hwy 290, Brenham St., Kennedy St., & Alamo St. (see attachment 3).

APPLICATION SUMMARY

Consideration of a re-plat for Replat Solid Ground which consists of three (3) new lots out of a one (1) existing lot and 2.38 acres of land within the old right-of-way of U.S. 290.

DEPARTMENT COMMENTS

This re-plat will use existing infrastructure and will not require the construction of any new improvements. Presently Lot 1 is developed, and a City owned ditch and sewer line cut through the development. The new lots have been arranged where the existing building will meet the proposed zoning setbacks and easements have been placed to protect the infrastructure. Future development will require a site development application which will address site improvements such as water, wastewater, drainage, landscaping, irrigation, parking area, building footprint, and site lighting.

STAFF ANALYSIS

Staff has no outstanding concerns or issues involving this project. The Commission can choose to approve, approve with conditions, continue this item with the applicant's permission, or deny the project.

ATTACHMENTS

Additional information is provided through attached exhibits.

1. Application.
2. Existing Property Lot Lines.
3. Proposed Re-plat.

Attachment 1

Application

RE-PLAT APPLICATION

Date: 8-24-2020

SITE INFORMATION

Project Address: 505 W Hwy 290, Elgin, Texas 78621

Parcel Identification Number (if no address): R12876

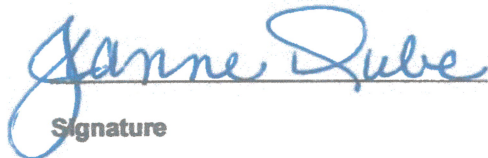
APPLICANT

Name: Jeanne Dube, FKA Jeanne Bracewell

Postal Address: P.O. Box 650, Elgin, Texas 78621

JLB 3232
E-Mail Address: jlb3232@aol.com; Phone Number: 512-619-0534

The information given on this application is accurate to the best of my knowledge. All provisions of laws and ordinances governing this work will be complied with, whether specified on this application or not.



Jeanne Dube

8-24-2020

Signature

Printed Name

Date

Project Description:

Solid Ground, a Three (3) lot Subdivision Re-Plat in the J.S. Smith Addition to the
City of Elgin.



310 North Main Street
P.O. Box 591
Elgin, Texas, 78621



(512) 281-5724



www.elgintx.com

Attachment 2
Existing Property Lot Lines

This is a detailed plat map of a residential area in Tulsa, Oklahoma. The map shows a grid of lots, many of which are numbered. Key streets include W Brenham, Williams, Kennedy, Sayers, W US 290, and W Alamo. A red arrow points to a specific lot, which is highlighted in green. A red box labeled "Platted Lot" is located near the center of the map, and another red box labeled "Un-platted Lot" is located near the bottom right. The map also shows various lot dimensions and street names.

☐ Abstracts ----- Lot Lines

Parcels Bastrop Roads

Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.

1:2,257

Attachment 3
Proposed Re-Plat



Development Services Department

STAFF REPORT

Final Plat for Peppergrass Phase 1C

File Number: 202000618

Date: October 13, 2020

Applicant: Ranch Road Peppergrass, LLC

Representative: Doucet & Associates, Inc. c/o Christopher A. Reid, PE

Hearing Dates: Planning & Zoning Commission – October 26, 2020

Location: Travis Co. Parcel ID#: 557529 & Bastrop Co. Parcel ID#:15615.
This site is generally located north of Farm to Market (FM) 1100 and contiguous to the approved Peppergrass Phase 1A & 1B Final Plats. (see attachment 2).

APPLICATION SUMMARY

Consideration of a final plat for Phase 1C of Peppergrass which consists of 62 lots (57 single family lots, 1 right-of-way, and 4 open space) within six (6) designated blocks.

DEPARTMENT COMMENTS

The final platting for Phase 1 was divided into three (3) segments consisting of 1A – 1C. Phases 1A and 1B were approved by the Commission at their August 24, 2020 meeting. The Commission approved a preliminary plat for all phases on January 27, 2020. Subdivision construction plans for phase 1C will be approved by City staff assuming the Commission approves this final plat, this allows for construction of the infrastructure. This plat matches that approved preliminary plat, meets the development standards with the approved PDD zoning ordinance, and meets applicable City Codes.

Also, the applicant will be required to complete the following per the approved PDD Ordinance:

1. Contribute \$150,895.80 for County Line Roadway improvements for this phase before recording plat, and
2. Provide a deed to the City for dedication of the reserved ROW for County Line Road and FM 1100 to widen the roads before recording plat, and
3. Approval of an escrow agreement by City Council before recording plat. This is the mechanism necessary to provide a performance fiscal for the unfinished portions of any subdivision construction to record the plat before improvements are in place.

These outstanding above requirements will not affect any plat approval or require the Commission to impose these as conditions of the approval. Plat recording occurs after any approvals by the Commission. This has been provided as additional information.

STAFF ANALYSIS

Staff has no outstanding concerns or issues involving this project. The Commission can choose to approve, approve with conditions, continue this item with the applicant's permission, or deny the project.

ATTACHMENTS

Additional information is provided through attached exhibits.

1. Application.
2. Approved Preliminary Plat.
3. Proposed Final Plat.

Attachment 1

Application

FINAL PLAT APPLICATION

Date: 7/31/20

SITE INFORMATION

Project Address: NE Corner of North Avenue C and County Line Road

Parcel Identification Number (if no address): Travis 557529, Bastrop 15615, 60651, 60653

APPLICANT

Name: Ranch Road Peppergrass, LLC c/o Doucet & Associates, Inc. (Christopher A. Reid, PE)

Postal Address: _____

E-Mail Address: creid@doucetengineers.com; Phone Number: (512) 583 - 7645

The information given on this application is accurate to the best of my knowledge. All provisions of laws and ordinances governing this work will be complied with, whether specified on this application or not.



Digitally signed by Chris Reid
DN: dc=com, dc=doucetandassociates,
dc=int, ou=Users-Austin Corp, cn=Chris
Reid
Date: 2020.07.14 11:10:13 -0500

Christopher A. Reid

7/31/20

Signature

Printed Name

Date

Project Description:

Final plat for Phase 1C of the Peppergrass Subdivision.



310 North Main Street
P.O. Box 591
Elgin, Texas, 78621

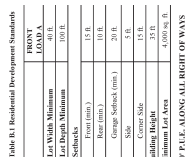


(512) 281-5724

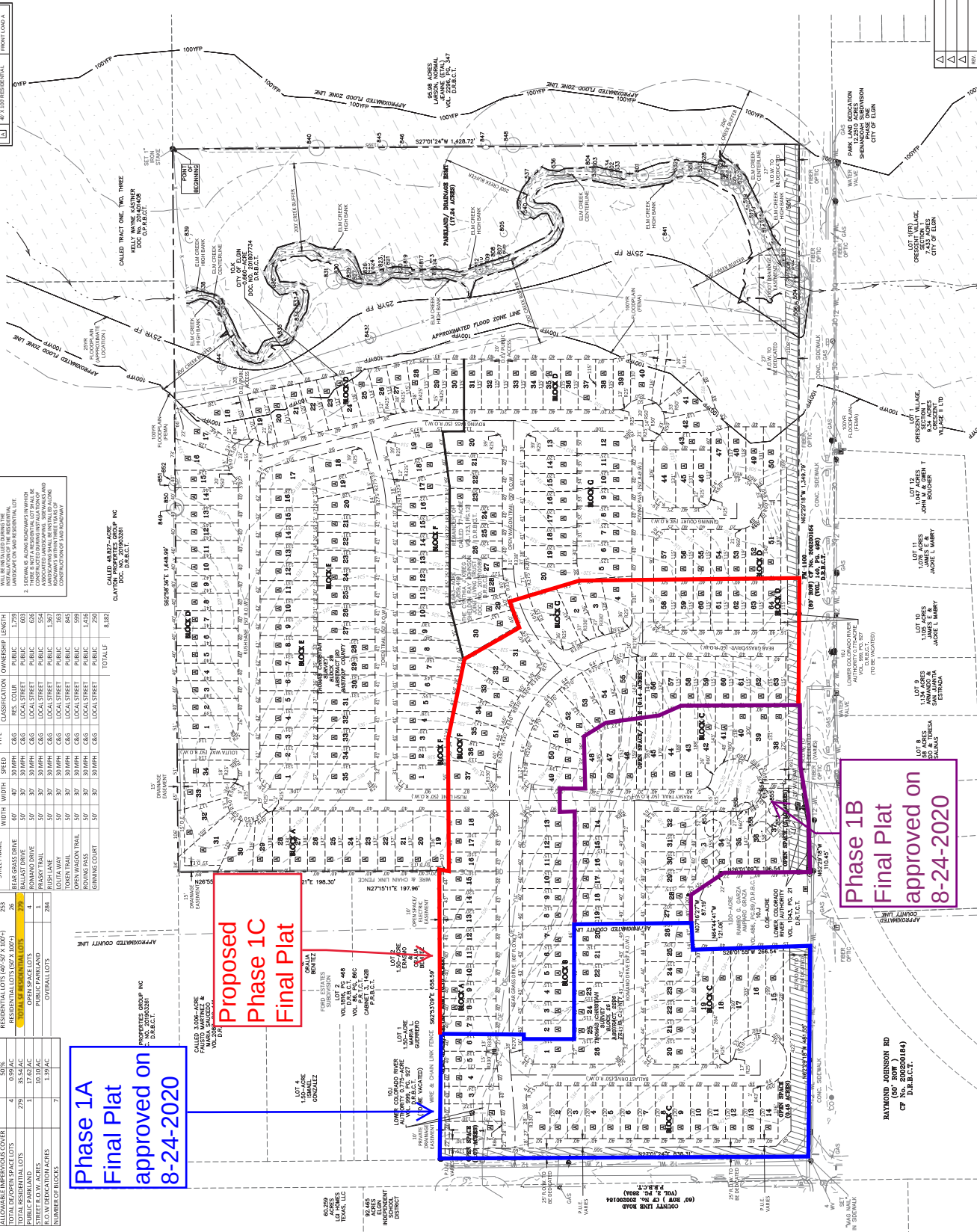


www.elgintx.com

Attachment 2
Approved Preliminary Plat



Phase 1B
Final Plat
approved on
8-24-2020



Attachment 3
Proposed Final Plat



505 East Huntland Drive
Suite 250
Austin, Texas 78752

T 512.454.8716
TRCcompanies.com
T.B.P.E. #F-8632

October 2, 2020

Mr. David Harrell, Development Services Director
City of Elgin
310 N. Main St.
Elgin, Texas 78621

RE: Peppergrass Phase 1C – Final Plat Review

Dear Mr. Harrell:

TRC has reviewed the following documents listed below submitted on September 25, 2020 by Doucet and Associates (DA):

1. Final Plat dated September 24, 2020.
2. Other supporting documents submitted with the final plat: ROW Deed for FM1100, Bastrop County street name approval, Travis County street name approval, and comment response letter.

Our review finds that these documents have been prepared in general conformance with the City of Elgin's Code of Ordinances.

As TRC did not provide the detailed design of the submitted documents, TRC and the City of Elgin must rely on the adequacy of the Registered Professional Land Surveyor and Registered Professional Engineer that prepared the documents and all responsibility for the surveying, engineering design and submitted documents shall remain with the Registered Professional Land Surveyor and Registered Professional Engineer.

If you have any questions regarding this information, please do not hesitate to contact this office.

Sincerely,

A handwritten signature in blue ink, appearing to read "K. Beau Perry".

K. Beau Perry, P.E.
Vice President

cc: Mr. Christopher A. Reid, P.E., Doucet & Associates, Inc.

OWNER'S CERTIFICATION
STATE OF TEXAS
COUNTY OF TRAVIS

DO HEREBY SUBDIVIDE SAID 9.982 ACRES AS SHOWN ON THIS PLAT, AND DESIGNATED HEREIN AS

AND DO THEREBY DELEGATE ALL ADDITIONAL ROW, GUTTERS, ALLEYS, EASEMENTS, PARKS, AND OTHER OPEN SPACES TO PUBLIC USE, OR WHEN THE SUBDIVIDOR HAS MADE PROVISION FOR PERPETUAL MAINTENANCE THEREOF, TO THE INHABITANTS OF THE SUBDIVISION.

- WITNESS MY HAND THIS THE . 20 A.D.

BY: _____

BY: _____
DEPUTY

NOTES:
1. PROPERTY OWNERS SHALL PROVIDE ACCESS TO DRAINAGE EASEMENTS AND SHALL NOT PROHIBIT ACCESS BY GOVERNMENTAL AUTHORITIES.

2. PRIOR TO CONSTRUCTION ON ANY LOT IN THE SUBDIVISION, DRAINAGE PLANS SHALL BE UNDEVELOPED STATUS BY PONDING OR OTHER APPROVED METHODS.

3. NO BUILDINGS, FENCES, LANDSCAPING OR OTHER OBSTRUCTIONS ARE PERMITTED IN DRAINAGE EASEMENTS EXCEPT AS APPROVED BY CITY OF ELGIN.
4. THIS SUBDIVISION IS LOCATED IN THE ELM CREEK WATERSHED.

5. EROSION/ SEDIMENTATION CONTROLS ARE REQUIRED FOR ALL CONSTRUCTION ON EACH LOT, INCLUDING SINGLE FAMILY AND DUPLEX CONSTRUCTION.
6. THE OWNER OF THIS SUBDIVISION, AND HIS OR HER SUCCESSORS AND ASSIGNS, ASSUMES RESPONSIBILITY FOR PLANS FOR CONSTRUCTION OF SUBDIVISION IMPROVEMENTS WHICH COMPLY WITH APPLICABLE CODES AND REQUIREMENTS OF THE CITY OF ELON. THE OWNER UNDERSTANDS THAT THE CITY OF ELON DOES NOT GUARANTEE THE ACCURACY OF ANY INFORMATION PROVIDED BY THE OWNER, AND THAT THE CITY OF ELON DOES NOT GUARANTEE THE ACCURACY OF ANY INFORMATION PROVIDED BY THE OWNER, AND THAT THE CITY OF ELON DOES NOT GUARANTEE THE ACCURACY OF ANY INFORMATION PROVIDED BY THE OWNER. THE OWNER AGREES TO CONSTRUCT THIS SUBDIVISION TO NOT COMPLY WITH SUCH CODES AND REQUIREMENTS.

7. FOR A MINIMUM TRAVEL DISTANCE OF 25 FEET FROM THE ROADWAY EDGE, DRIVEWAY GRADES MAY EXCEED 14% ONLY WITH THE SPECIFIC WRITTEN APPROVAL FROM THE CITY OF ELGIN.
8. THE LANDOWNER DEVELOPER WILL SERVE EACH LOT WITH WATER & WASTEWATER FROM THE CITY OF ELGIN.

9. WASTEWATER SYSTEMS SERVING THIS SUBDIVISION SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH THE CITY OF ELGIN AND STATE HEALTH DEPARTMENTS.

11. THE DEVELOPER SHALL COMPLY WITH ALL CITY-PLANNED DEVELOPMENT REGULATIONS.

12. ALL DRAINAGE EASEMENTS ON PRIVATE PROPERTY SHALL BE MAINTAINED BY THE HOME OWNERS ASSOCIATION OR ASSIGNS.

14. MUNICIPAL JURISDICTION: THIS FINAL PLAT BOUNDARY LIES WHOLLY WITHIN THE CITY OF ELGIN FULL PURPOSE JURISDICTION.

15. THERE ARE NO CEMETERY SITES WITHIN THIS FINAL PLAT.

16. THOSE LOTS DESIGNATED AS COMMON AREA/HOA LOTS WILL BE DEDICATED TO AND MAINTAINED BY THE HOME OWNER'S ASSOCIATION OR ITS ASSIGNS.

17. THIS PROJECT IS SUBJECT TO THE PLANNED DEVELOPMENT DISTRICT
JANUARY 7, 2020.
DATED:

18. THIS FINAL PLAT CONFORMS WITH THE APPROVED PRELIMINARY PLAT DATED JANUARY 27, 2020.

19. A TEN (10) FOOT PUBLIC UTILITY EASEMENT (PUE) IS HEREBY DEDICATED ADJACENT TO ALL INTERIOR STREET ROW ON ALL LOTS, UNLESS OTHERWISE NOTED.

DA DOUCET & ASSOCIATES
Civil Engineering • Planning • Geospatial
7401 B. Highway 71 W, Suite 160
Austin, Texas 78735, Phone: (512) 583-2600
www.doucetandassociates.com
TBEPS Firm No.: 10106800
TBEPS Firm No.F-3937





Development Services Department

STAFF REPORT

An Ordinance amending Chapter 44, Article II, Code of Ordinances, City of Elgin, TX, by amending Division 1, Residential Requirements, Non-residential and multifamily requirements, and irrigation; providing for a savings clause and repealing conflicting ordinances and resolutions.

Date: October 13, 2020

Hearing Dates: Planning & Zoning Commission – October 26, 2020
City Council – November 10, 2020

REQUEST SUMMARY

City staff is requesting modifications to the Landscaping Code to allow for the following:

1. Reduce shrubs from five (5) gallon minimum to three (3) gallon minimum.
2. Make all trees a minimum two (2) inch caliper instead of one (1) inch for small trees and three (3) inches for large trees. Medium trees are already at two (2) inch caliper.
3. Specifies that drought tolerant grasses are to be planted in street yard. Street yards are areas between the building and right-of-way bounded by the side property lines.
4. Allow areas outside street yards to be planted with drought tolerant grass, live plant material ground cover, or pervious decorative ground cover.
5. Allow above ground hose system irrigation for pre-existing residential only and not for new residential development.

STAFF ANALYSIS

The modification to the landscape code will allow for standardized and reduced planting sizes. Smaller plants typically have a better survivability rate than larger plants and are easier to transport and plant. In the situation where the tree planting caliper will go from one (1) inch to two (2) inches, this change allows for standardization. The requirement for drought tolerant grass and non-vegetation will help reduce water usage since most irrigation systems in this area use potable water for plants.

Irrigation systems are required for all landscaping areas. However residential development allows for hose systems whether existing or new. This change would only allow if for existing residential lots.

Presently, some of our home builders are using above ground hoses on new plantings and sod which is not allowing for proper watering of all the plantings. New plantings

need more water than existing plantings to establish themselves. A planned irrigation system provides more precise watering in an established area which means there is less chance of water missing the plantings. In established residential areas the planting area is less in size and there is less chance of an above ground system not properly watering the plants.

ATTACHMENT

Additional information is provided through attached exhibit.

1. Proposed Ordinance.

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 44, ARTICLE II CODE OF ORDINANCES, CITY OF ELGIN, TEXAS, BY AMENDING DIVISION ONE, RESIDENTIAL REQUIREMENTS, NON-RESIDENTIAL AND MULTIFAMILY RESIDENTIAL REQUIREMENTS, AND IRRIGATION; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS:

I.

That Chapter 44, Article II, Division 1, Code of Ordinances, City of Elgin, Texas, is hereby amended, which shall read as follows:

Sec. 44-80. - Residential requirements.

- (a) A minimum of 20 percent of the street yard shall be landscaped on all residential property to which this article applies. (See section 44-23, definition of landscape area.)
- (b) All newly planted trees shall be planted in a pervious area no less than three feet wide in any direction. In the street yard, a minimum of one large tree or two medium trees (either existing or planted) and a minimum of ten ~~five~~three-gallon container size shrubs per 50 linear feet of frontage shall be included and replaced as necessary. The number of trees required under this provision may be prorated with the approval of the director of planning based on the actual length of the frontage. Approved species of trees and shrubs can be found in appendix A of Native and Adapted Landscape Plants, An Earthwise Guide for Central Texas, Texas AgriLife Extension, latest edition. Alternate species and landscape methods may be submitted and approved at the discretion of the director of planning. All new trees shall have ~~the following a~~ minimum two (2) inch caliper size at the time of installation:
 - ~~(1) Large tree species: three-inch caliper.~~
 - ~~(2) Medium tree species: two-inch caliper.~~
 - ~~(3) Small tree species: one-inch caliper.~~
- (c) If grass is disturbed or removed in the landscape area within the street yard, newly planted drought tolerant grass is required.
- (d) If grass is disturbed or removed in the landscape area outside the street yard it must be planted with drought tolerant grass, ground cover consisting of live plant materials, or pervious decorative ground cover.
- (e) If planting with drought tolerant grass then solid sod or approved equivalent is required in these areas and shall be of the same type and quality as specified for the rest of the site.

(Ord. No. 2013-01-08-01, § I(8-15(6)(A)), 1-8-2013)

Sec. 44-81. - Nonresidential and multifamily residential requirements.

- (a) A minimum of 20 percent of the street yard shall be landscaped on all non-residential and multifamily residential property to which this article applies. (See section 44-23, definition of landscape area.)
- (b) Approved species of trees and shrubs can be found in appendix A of Native and Adapted Landscape Plants, An Earthwise Guide for Central Texas, Texas AgriLife Extension, latest edition. Alternate

species may be submitted and approved at the discretion of the director of planning. All new trees shall have ~~the following a~~ minimum caliper size ~~at the of two (2) inches at the~~ time of installation.

~~(1) Large tree species: three-inch caliper.~~

~~(2) Medium tree species: two-inch caliper.~~

~~(3) Small tree species: one-inch caliper.~~

- (c) Vehicular use areas, parking areas, parking lots, and their parked vehicles shall have effective buffering from the street view. If these areas are buffered by plant material in lieu of a berm or wall, the plant material shall be as described as follows:

- (1) Perimeter parking lot landscaping. The minimum landscaping required for this purpose shall be based on the measured linear footage of parking, including vehicular circulation routes, that extends along the length of the property line (excluding driveways) adjacent to the public or private right-of-way. To determine the minimum quantity of landscaping, the following guidelines apply:

- a. One large or medium tree per 50 linear feet, with at least 75 percent of these trees consisting of large tree species,
- b. One small tree per 20 linear feet.
- c. One ~~five-three~~-gallon container size large shrub per four linear feet.
- d. Trees required under this subsection may be credited toward the street yard tree requirement
- e. To promote biodiversity, mitigate the effects of drought and disease, and foster a more varied appearance, for projects requiring ten or more trees of any size, not more than 50 percent of the new large trees and new medium trees may be of the same genus.
- f. The specific location where trees and shrubs are planted along the perimeter shall be determined by the landscape architect preparing the site plan. The spacing requirements between trees in the street yard shall not prohibit the grouping of small tree species 12 feet apart, medium tree species 20 feet apart, and large tree species 30 feet apart for the purpose of meeting the requirements of this subsection.
- g. An eight-foot-wide linear landscaped area unencumbered by easements shall be provided between all parking areas and public streets to meet the requirements of this subsection. However, this area may be reduced if the site is determined to be entitled to the alternative compliance provisions of subsection (c)(1)(f) of this section.
- h. If the planting of large or medium trees cannot be achieved due to the presence of an overhead electric line, then such trees may be placed in landscaped islands within the first row of parking adjacent to the public street. Such islands shall have a minimum width of ten feet from back of curb to back of curb.

- (2) Interior parking lot landscaping.

- a. A landscaped end island with a minimum width of ten feet from back of curb to back of curb shall be provided at the terminus of each parking bay. All end islands shall be landscaped with a minimum of one large tree.
- b. A median island, peninsula or landscaped island with a minimum width of ten feet from back of curb to back of curb shall be sited between every 12 single parking bays and along primary internal and external access drives. Median intervals may be expanded in order to preserve existing trees, provided an alternative median location has been approved by the ~~director of planning~~development services director.

- c. Landscaping within a median shall consist of medium trees. Spacing between trees shall not exceed 40 feet on-center.
- (3) Only landscaped islands, peninsulas, and medians in the street yard shall count toward fulfilling the requirements of this subsection.
- (4) Except for landscaping in rights-of-way, all landscaping which is in required landscaped areas and which is adjacent to pavement shall be protected with concrete curbs or as otherwise approved by the director of planning.
- (d) The existing natural landscape character (especially native oak, elm, and pecan trees) shall be preserved to the extent reasonable and feasible. For areas within the street yard, the landowner or developer shall use best good-faith efforts to preserve existing trees (other than *Celtis occidentalis* (hackberry) and *Juniperus ashei* (common cedar)) with a caliper of 18 inches DBH or a stand of trees. These trees may be counted as existing and be applied as credit toward the total tree requirement, based on the discretion of the director of planning. To encourage the preservation of existing trees, an existing tree with a caliper of more than 18 inches DBH shall count as two trees of the same size category (large, medium or small) toward the total tree requirement, and existing trees with a caliper of between eight inches and 18 inches DBH shall count as 1½ trees of the same size category.
- (e) Indiscriminate clearing or stripping of the natural vegetation on a lot is prohibited. All clearing or stripping of the natural vegetation shall be approved by the director of planning.
- (f) Cut and fill activities shall not occur within 12 inches of the critical root zone of existing trees without prior approval of the director of planning. Fencing and other appropriate measures shall be used to protect existing trees during construction. (See illustration 6, tree protection detail, in section 44-24.)
- (g) Landscaping shall not obstruct the view between the street and access drives and parking aisles near the street yard entries and exits, nor shall any landscaping which creates an obstruction of view be located in the radius of any curb return. (See illustration 4, prohibited landscaping area, in section 44-24.)
- (h) When grass is used as part of the required landscape area ~~within the street yard~~, it shall be drought tolerant and properly maintained. Solid sod or approved equivalent shall be used where the slope is 10:1 or greater, as well as at the backs of landscaped walls, curbs, and sidewalks in a continuous strip. Solid sod shall be of the same type and quality as specified for the rest of the site.
- (i) Erosion control best management practices (BMP) shall be installed prior to construction and maintained throughout construction. The project shall not be considered stabilized until all disturbed areas have a uniform perennial vegetative cover of at least 70 percent.
- (j) If vegetation in an area has been substantially disturbed, it must be re-vegetated with native trees, shrubs, ~~wildflowers~~ and/or drought tolerant grasses. Barren earth must be vegetated with drought tolerant grass ~~or other previous cover~~ to reduce soil erosion. All landscaped and re-vegetated areas shall be provided with irrigation. Temporary irrigation may be installed for all native landscaped areas. See appendix A of Native and Adapted Landscape Plants, An Earthwise Guide for Central Texas, Texas AgriLife Extension, latest edition, for approved vegetation species. Additional species may be used subject to the approval of the director of planning.
- (k) A revised landscaping plan shall be submitted to the director of planning for review and approval if re-landscaping of a lot with a previously-approved landscaping plan is to occur which substantially alters the lot's existing appearance, type of landscaping, or irrigation system.

(Ord. No. 2013-01-08-01, § I(8-15(6)(B)), 1-8-2013)

Sec. 44-83. - Irrigation.

All required landscape areas shall be irrigated by an approved irrigation system, including but not limited to an underground automatic system, above-drip irrigation system, or hose system (for pre-existing residential only). These systems shall adhere to manufacturer specifications and the rules and regulations established by the Texas Commission on Environmental Quality (TCEQ) or successor agency. In addition, an underground irrigation system must be designed by a landscape architect or irrigator licensed by the state. An underground irrigation system shall comply with the following guidelines:

- (1) Sprinkler head spacing shall be designed for head-to-head coverage and adjusted for prevailing winds. The system shall promote minimum runoff and minimum over spray onto nonirrigated areas (i.e., paving, walkways, buildings and other impervious areas).
- (2) Sprinkler heads shall have matched precipitation rates within each control valve circuit.
- (3) Adjustable flow controls shall be required on circuit remote control valves. Pressure regulation components shall be required where static pressure exceeds the manufacturer's recommended operating range.
- (4) Valves and circuits shall be separated based on water use requirements, so that turf areas can be watered separately from trees, shrubs and ground cover.
- (5) Serviceable check valves shall be required where elevation differentials may cause low head drainage adjacent to paving areas.
- (6) All automatic irrigation systems shall be equipped with an electronic controller capable of dual or multiple programming. Controllers shall have multiple cycle start capacity and a flexible calendar program, including the capability of being set to water every five days. All automatic irrigation systems shall be equipped with a rain and freeze sensor shut-off device.

(Ord. No. 2013-01-08-01, § I(8-15(6)(D)), 1-8-2013)

II.

A. All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

B. The invalidity of any section or provision of this ordinance shall not invalidate other sections or provisions thereof.

C. 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 Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Alternative 1.

By motion duly made, seconded and passed with an affirmative vote of all the Council members

present, the requirement for reading this ordinance on two separate days was dispensed with.

READ, PASSED, and ADOPTED on this _____ day of November 2020.

ATTEST:

Chris Cannon, Mayor
City of Elgin, Texas

Amelia Sanchez, City Secretary