MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, DECEMBER 21, 2020

CALL TO ORDER: The Chair called the meeting to order at 6:35 P.M. at the Library Annex (Civic Center) located at 404 N. Main St., Elgin, TX, U.S.A.

COMMISSION PRESENT: Chair Antonio Prete, Jason Tatum, Ronnie Creppon, and David Lanford.

COMMISSION ABSENT: Vice-Chair Brian Lundgren, Gilbert Rangel, & Dorothy McCarther.

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

PUBLIC COMMENT FOR NON-AGENDA RELATED ITEMS: No members of the public were present to speak on this item.

CONSENT AGENDA

1. October 26, 2020 Minutes.
2. November 16, 2020 Minutes.

Ronnie Creppon moved that the Commission approve the consent agenda. David Lanford seconded the motion. The motion passed unanimously with a vote of four (4) for and zero (0) against on roll call vote.

NEW BUSINESS

1. Project #: 202001200: A re-plat for "Replat of Lot 2 Block A, Elgin Business Park III" located on parcels of land known by the Bastrop County Appraisal District as Parcels 47326 & 8712052, located west of Roy Rivers Rd. and north of Littig Rd. to create a new lot and merging a tract of land into an existing platted lot.

    A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report. David Harrell indicated that nine (9) notices were sent out for noticing requirements and that no one for or against the project came forward.

    B. Applicant Presentation – Donald Heisch of TRC Engineers had no presentation but was present to answer any questions.

    C. Open Public Hearing – The public hearing was opened at 6:40 P.M. There were no members of the public present to offer comments.

    D. Close Public Hearing – The public hearing was closed at 6:40 P.M.

    E. Discussion – David Lanford asked a question regarding including of Lot 2A and the applicant answered the question. Chair Antonio Prete mentioned there are lines that looked the same on the plat and there were discrepancies between the legend and what was shown on the plat.

    F. Consideration – David Lanford moved that the Commission approve the project with the condition that cosmetic line types be cleaned up as shown on the re-plat. Jason Tatum seconded the motion. The motion passed unanimously with a vote of four (4) for and zero (0) against on a roll call vote.

NEW BUSINESS (CONT.)

2. Project #: 202000997: A final plat for "Homestead Estates Unit 2" located on parcels of land known by the Travis County Appraisal District as Parcels 877318 & 358740, located adjacent to the Elgin High School north property line and behind Homestead Estates Unit 1 for a total of 233 lots on 58.43 acres of land.

    A. Staff Presentation - – David Harrell conducted a power-point presentation of the staff report.

    B. Applicant Presentation – Jennifer Franklin of Pape Dawson Engineers had no presentation but was present to answer any questions.

    C. Open Public Hearing – The public hearing was opened at 6:46 P.M. There were no members of the public present to offer comments.

    D. Close Public Hearing – The public hearing was closed at 6:46 P.M.

    E. Discussion – David Lanford asked a question regarding green space on a lot and David Harrell along with the applicant answered the question.

    F. Consideration – Jason Tatum moved that the Commission approve the project. Ronnie Creppon seconded the motion. The motion passed unanimously with a vote of four (4) for and zero (0) against on a roll call vote.

3. Election of Chair and Vice-Chair for 2021.

    Jason Tatum moved that current Chair Antonio Prete be nominated as Chair and current Vice-Chair Brian Lundgren be nominated as Vice-Chair for 2021. Ronnie Creppon seconded the motion. Antonio Prete indicated he would accept the Chair nomination. David Harrell stated that Brian Lundgren would accept the Vice-Chair nomination in writing. The motion passed unanimously with a vote of four (4) for and zero (0) against on a roll call vote.

ANNOUNCEMENTS

David Harrell announced that there were vacancies on the Building Standards Commission and discussed the function and powers of this Commission. David Lanford expressed an interest in being on this Commission.

ADJOURNMENT

The meeting was adjourned at 6:56 P.M.

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Antonio Prete, Chairman

ATTEST: Melissa Lipiec
Melissa Lipiec, Secretary

On a motion by JASON TATUM, seconded by RONNIE CREPPON the foregoing instrument was passed and approved on this 25th day of January, 2021.