

**MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, NOVEMBER 22, 2021**

CALL TO ORDER – ROLL CALL: The Chair called the meeting to order at 6:30 P.M. at the Library Annex (Civic Center) located at 404 N. Main St., Elgin, TX U.S.A.

COMMISSION PRESENT: Chair Antonio Prete, Dorothy McCarther, Ronnie Creppon, Scott Mackay, and David Lanford.

COMMISSION ABSENT: Vice-Chair Brian Lundgren & Jason Tatum

STAFF PRESENT: David Harrell, Development Services Director; Melissa Lipiec, Secretary; Derek Klenke, TRC Engineers (3rd Party City Engineer).

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

CONSENT AGENDA

- I. October 25, 2021, Minutes.

Scott Mackay moved that the Commission approve the consent agenda, Dorothy McCarther seconded the motion. The motion passed unanimously with a vote of five (5) for and zero (0) against.

NEW BUSINESS

- I. Project #: 202101706: 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 rezone land from "C-3" Highway Commercial District to "A" Multiple Family Residential District located on a parcel of land known by the Bastrop County Appraisal District as Parcel 11943, located along the westside of Roy Rivers Rd, south of Lee Dildy Dr.. (ELGIN BUSINESS PARK II, BLK B, LOT 4, 5.0300), being more described in Exhibit "A"; and providing for a savings clause and repealing conflicting ordinances and resolutions.
 - A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.
 - B. Applicant Presentation – Garrison Welch c/o Paravel Capital, applicant, discussed the proposed type of development to be built at the location and indicated he was present for any questions.
 - C. Open Public Hearing – The public hearing was opened at 6:37 P.M. with no members of the public to speak on the item.
 - D. Close Public Hearing – The public hearing was closed at 6:37 P.M.
 - E. Discussion – There was discussion between the Commission and City Staff regarding the location of this rezoning with the previous rezoning last month, development plans, setbacks and buffers in relation to the other lots, establishment of "A" zoning, & City Code in relation to buffers.

NEW BUSINESS (Cont.)

- F. Recommendation – David Lanford made a motion to recommend approval of the item, seconded by Scott Mackay. The motion passed unanimously by a vote of five (5) to zero (0).
- 2. Project # 202000053: A final plat for “Harvest Ridge Section I” located on parcels of land known by the Travis County Appraisal District as Parcels 358761 & 358752 and the Bastrop County Appraisal District as Parcels R15672 & R15378, located near the intersection of Open Sky Tr. and County Line Road on the eastside of County Line Road or a total of 155 lots on 44.44 acres of land.
 - A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.
 - B. Applicant Presentation – Applicant was not present at the meeting.
 - C. Open Public Hearing – The public hearing was opened at 6:54 P.M. with no members of the public in attendance to speak on the item.
 - D. Close Public Hearing – The public hearing was closed at 6:54 P.M.
 - E. Discussion – There was discussion between the Commission and the City Staff regarding subdivision connection points to the outside, approved Development Agreement, and future annexation.
 - F. Consideration – David Lanford made a motion to approve the item with the condition that a plat note be added that limits no more than thirty (30) building permits can be issued until it has secondary access, seconded by Dorothy McCarther. The motion passed by a vote of four (4) to one (1).
- 3. Project # 202101721: A preliminary plat for “Elgin Business Park Phase III” located on a parcel of land known by the Bastrop County Appraisal District as Parcel 11943 (47326), located adjacent to Roy Rivers Rd. and the railroad tracks, for a total of 12 lots on 75.95 acres of land.
 - A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.
 - B. Applicant Presentation – Derek Klenke, applicant, had no presentation but was present to answer any questions.
 - C. Open Public Hearing – The public hearing was opened at 7:19 P.M. There were no members of the public present to offer comments.
 - D. Close Public Hearing – The public hearing was closed at 7:19 P.M.
 - E. Discussion – There was discussion between the Commission and City Staff regarding extension of Roy Rivers Rd. across the railroad tracks, City control of parcels in platting area, area roads within Business Park, temporary turnarounds, and buffering requirements.
 - F. Consideration – Scott Mackay made a motion to approve the item with the condition with correction to (Bastrop County Appraisal District) parcel ID number 47326, seconded by Ronnie Creppon. The motion passed unanimously by a vote of five (5) to zero (0).

NEW BUSINESS (Cont.)

4. Project # 202101722: A final plat for "Elgin Business Park Phase III" located on a parcel of land known by the Bastrop County Appraisal District as Parcel 11943 (47326), located adjacent to Roy Rivers Rd. and the railroad tracks, for a total of 12 lots on 75.95 acres of land.
 - A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.
 - B. Applicant Presentation – Derek Klenke, applicant, had no presentation but was present to answer any questions.
 - C. Open Public Hearing – The public hearing was opened at 7:34 P.M. with no members of the public in attendance to speak on the item.
 - D. Close Public Hearing – The public hearing was closed at 7:34 P.M.
 - E. Discussion – There was discussion between the Commission and City Staff regarding turnaround.
 - F. Consideration – Scott Mackay made a motion to approve the item with the condition that a temporary easement is added for a turn-around (at the end of the proposed roadway) on the Plat, seconded by Dorothy McCarther. The motion passed unanimously by a vote of five (5) to zero (0).

ELECTION OF CHAIR AND VICE CHAIR FOR 2022

David Harrell indicated that a member needs to make a motion and then the Commission can vote on it. After the vote, it is up to the nominated persons to accept their position. Dorothy McCarther made a motion to nominate Antonio Prete as Chair and Ronnie Creppon as Vice-Chair for 2022. The motion passed unanimously by a vote of five (5) to zero (0). Both members accepted their positions.

OLD BUSINESS

1. An Ordinance Adding Chapter 48 Site Development, Revised Code of Ordinances, City of Elgin, Texas 2013 repealing all other ordinances and parts of ordinances in conflict therewith; and providing for a savings clause.
 - A. Staff Presentation – David Harrell indicated most of the new Code was borrowed from the Subdivision Code. However, there were yellow highlights covering portions of the Code which was entirely new which he would like to go over in detail.
 - B. Discussion – The Commission indicated they needed more time to go through the new proposed Code.
 - C. Recommendation – Scott Mackey made a motion to table the item until next month, seconded by Ronnie Creppon. The motion passed unanimously by a vote of five (5) to zero (0).

OLD BUSINESS (Cont.)

2. An Ordinance Amending Chapter 44 Vegetation, Article I In General, Division I Generally; Chapter 44, Vegetation, Article II Landscaping, Division 3 General Requirements and Standards; and providing for a savings clause and repealing conflicting ordinances or resolutions.
 - A. Staff Presentation – David Harrell indicated that the purpose of the Code change is not to prohibit the use of above ground hose irrigation but to modify it for certain situations.
 - B. Discussion – The Commission discussed with City Staff the application of the proposed regulations in relation to existing development patterns, current Vegetation Code, plant survivability, water usage, and code enforcement.
 - C. Recommendation – Dorothy McCarther made a motion to recommend approval of the item with the condition that above ground hoses are still applicable on short form plats (platted land consisting of four lots or less), seconded by Scott Mackay. The motion passed by a vote of three (3) to two (2).

ANNOUNCEMENTS

None.

ADJOURNMENT

The meeting was adjourned by the Chair at 8:19 P.M.



Antonio Prete, Chair

ATTEST: 

Melissa Lipiec, Secretary

On a motion by RONNIE CREPPON, seconded by JASON TATUM
the foregoing instrument was passed and approved on this 20th day of December 2021.