**MINUTES**
**CITY OF ELGIN PLANNING AND ZONING COMMISSION**
**REGULAR MEETING**
**MONDAY, FEBRUARY 28, 2022**

**I. 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, Scott Mackay, Jason Tatum, Dorothy McCarther, and David Lanford.

**COMMISSION ABSENT**: Vice-Chair Ronnie Creppon.

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

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

**III. CONSENT AGENDA**

1. January 19, 2022, Minutes.
2. January 24, 2022, Minutes.

Scott Mackay moved that the Commission approve the consent agenda with the condition that the that his misspelled name be corrected on the January 24, 2022, Minutes, Jason Tatum seconded the motion. The motion passed unanimously with a vote of five (5) for and zero (0) against.

**IV. NEW BUSINESS**

1. Project #: 202101703: A preliminary plat for "Eagles Landing Phases III & IV" located on a parcel of land known by the Travis County Appraisal District as Parcel 358804, located adjacent to Eagles Landing Phase II, and near the intersection of County Line Rd. and Carlson Ln. for a total of 216 lots on 35.93 acres of land.
    A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.

    B. Applicant Presentation – Chris Reed of Doucet & Associates, applicant, indicated he had no presentation but was there to answer questions.

    C. Open Public Hearing – The public hearing was opened at 6:35 P.M. with no members of the public to speak on the item.

    D. Close Public Hearing – The public hearing was closed at 6:35 P.M.

    E. Discussion – There was discussion between the Commission, Applicant, & City Staff regarding discrepancy in the number of lots as listed on the plat note versus what is on the plat, bearing issues, drainage note discrepancy, maintenance of drainage easements on private property, and showing of setbacks on plat.

**IV. NEW BUSINESS (Cont.)**

F. Consideration – Scott Mackay made a motion to approve of the item with the conditions as cited by the Chair (be corrected) (bearings don't match; correction of number of lots on plat notes; drainage note discrepancy (removal of word "otherwise noted"); seconded by Jason Tatum. The motion passed unanimously by a vote of five (5) to zero (0).

**V. 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 conducted a presentation focusing on changes that were completed since the January 19th meeting.

   B. Discussion – City Staff and the Commission in general discussed the proposed changes. Discussion ensued regarding the non-vehicular access between a development and neighboring developments. Staff removed portions of the Code that involved this non-vehicular access.

   C. Recommendation – Scott Mackay made a motion to recommend approval with the conditions as cited in the meeting (revise average trip to peak hour trips & remove non-vehicular access development requirement), seconded by Jason Tatum. The motion passed unanimously by a vote of five (5) to zero (0).

The Chair declared a momentary recess at 7:11 P.M.

The Chair reconvened the meeting at 7:13 P.M.

**VI. WORKSHOP**

1. Review and discuss future north-south arterial connection from the Creeks Crossing Subdivision.
   City Engineer Beau Perry provided a large-scale map which showed the proposed arterial along with other arterial and collector systems existing and proposed on the west and north sides of the City and provided generalized information to the Commission.

2. Review, discuss, and provide input for future PDD rezoning for Poth Tract.
   City Engineer Beau Perry presented a large-scale map which showed the concept plan for the proposed PDD. He conducted a presentation of the PDD information provided in the packet. City Staff and Commission discussed the layout and proposed uses, development of the Elm Creek development around it, utilities, sales tax, development pattern was a continuation of the M.U.D. regarding smaller residential lots, size of rights-of-way, & driveway access for residential

   The Commission as a whole or individual members didn't express any concerns regarding the proposed PDD.

**VI. WORKSHOP (Cont.)**

3. Review, discuss, and provide input for future PDD rezoning for Larson Tract.

   City Engineer Beau Perry presented a large-scale map which showed the concept plan for the proposed PDD. He conducted a presentation of the PDD information provided in the packet. City Staff and Commission discussed road systems connections, residential and commercial uses and locations, non-vehicular interconnectivity, parks, floodplain, sidewalks, & connection of middle school to new roadway.

   The Commission as a whole or individual members didn't express any concerns regarding the proposed PDD.

**VI. ANNOUNCEMENTS**

David Harrell indicted that Brian Lundgren has resigned from the Commission, due to him not filing a new application, and that leaves a vacancy that will be filled by the City Council.

**VII. ADJOURNMENT**

The meeting was adjourned by the Chair at 8:18 P.M.

AER

Antonio Prete, Chair

ATTEST: Melissa Lipiec

Melissa Lipiec, Secretary

On a motion by David Lanford, seconded by Scott Mackay the foregoing instrument was passed and approved on this 28th day of March 2022.