MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, MARCH 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, Vice-Chair Ronnie Creppon, Scott Mackay, Jason Tatum, Dorothy McCarther, and David Lanford.

COMMISSION ABSENT: None.

STAFF PRESENT: David Harrell, Development Services Director; Melissa Lipiec, Secretary; 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. February 28, 2022, Minutes.

   David Lanford moved that the Commission approve the consent agenda, Scott Mackay seconded the motion. The motion passed unanimously with a vote of six (6) for and zero (0) against.

IV. NEW BUSINESS

1. Project #: 202101162: A final plat for "Harvest Ridge Phase 2B" located on parcels of land known by the Bastrop County Appraisal District as Parcel R15378, located adjacent to Harvest Ridge Phase 2 and within the Elm Creek Watershed to allow drainage delineation and placement of collector roadway perpendicular within the watershed.
   A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.

   B. Applicant Presentation – J. Adam Berry of BGE, Inc., 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, and Staff regarding the floodplain, buffer zone, Federal Emergency Management Agency (FEMA) approval letter, State law regarding approval and denial of plats, notes missing applicable numbers, and items missing on Plat.

   F. Consideration – Jason Tatum made a motion to approve of the item with the conditions that the Conditional Letter of Map Revision (CLOMR) be approved by the City, County, & the Federal Emergency Management Agency (FEMA) before recording of the Plat; add a table for minimum finished floors; correct scriveners' errors on Plat Notes #9 and #13; adjust lot table to add street right-of-way (ROW) acreage and linear feet; add to the legend block numbers; fill in the document number; correct street name from Street "A" to correct street name; add "hereby dedicated" and add acreage; seconded by David Lanford. The motion was denied by a vote of three (3) for and three (3) against.

Discussion was opened back up amongst Commission members and Staff. Mr. Creppon stated he wasn't inclined to vote for approval because the Plat had issues and wasn't finished. Mr. Lanford asked if this interfered with the shot clock, Staff indicated it must be denied under the law. Staff indicated that given the situation due to the shot clock it would be better to approve it with conditions where the Commission has some control. Mr. Tatum indicated it's frustrating to get something that's not complete, but leeway should be given due to the type of errors. Mr. Mackay & Ms. McCarther were concerned with the large list of conditions. Staff and Commission discussed the CLOMR and TRC approval letter.

A new motion was made by Jason Tatum to approve the item with the conditions that the Conditional Letter of Map Revision (CLOMR) be approved by the City, County, & the Federal Emergency Management Agency (FEMA) before recording of the Plat; add a table for minimum finished floors; correct scriveners' errors on Plat Notes #9 and #13; adjust lot table to add street right-of-way (ROW) acreage and linear feet; add to the legend block numbers; fill in the document number; correct street name from Street "A" to correct street name; add "hereby dedicated" and add acreage; seconded by David Lanford. The motion passed unanimously with a vote of six (6) for and zero (0) against.

V. WORKSHOP

1. Review, discuss, and provide input for PDD modification of Stone Creek Ranch.
   David Harrell indicated this was to allow for an educational use and transfer (water) CCN from Aqua Water Supply Corporation (WSC) to the City. He proceeded to go through the changes to the PDD page by page. The Commission as a whole or individual members didn't express any concerns regarding the proposed PDD modifications.

VI.ANNOUNCEMENTS

Tony Prete indicated he would like to see professionals seal before a Plat is set for meeting and an ordinance that would prohibit single family lots in the floodplain. David Harrell indicated that Comprehensive Plan updates need to be completed in the future and that he would try and add this to the budget.

VII. ADJOURNMENT

The meeting was adjourned by the Chair at 8:10 P.M.

Antonio Prete, Chair

ATTEST: Melissa Lipiec
Melissa Lipiec, Secretary

On a motion by SCOTT MACKAY, seconded by RONNIE CREPPON the foregoing instrument was passed and approved on this 23rd day of May 2022.