

**MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, AUGUST 22, 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, Dorothy McCarther, and David Lanford.

COMMISSION ABSENT: Jason Tatum

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. July 25, 2022, Minutes.

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

IV. NEW BUSINESS

1. Project # 202200075: A final plat for “Eagles Landing Phase 3” located on a parcel of land known by the Travis County Appraisal District as Parcel 358804, located adjacent to Eagles Landing Phase 2, and for a total of 107 lots on 18.58 acres of land.
 - A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.
 - B. Applicant Presentation – Richard Pham, applicant’s representative, provided information regarding drainage and indicated he was here for further questions.
 - C. Open Public Hearing – The public hearing was opened at 6:33 P.M. with no members of the public to speak on the item.
 - D. Close Public Hearing – The public hearing was closed at 6:33 P.M.
 - E. Discussion – There was discussion between the Commission and Applicant concerning drainage and lot sizes.
 - F. Consideration – Ronnie Creppon made a motion to approve the item, seconded by Dorothy McCarther. The motion passed unanimously by a vote of five (5) to zero (0).

IV. NEW BUSINESS (Cont.)

2. Project # 202200076: A final plat for “Eagles Landing Phase 4” located on a parcel of land known by the Travis County Appraisal District as Parcel 358804, located adjacent to Eagles Landing Phase 3, and for a total of 105 lots on 17.35 acres of land.
 - A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.
 - B. Applicant Presentation – Richard Pham, applicant, indicated he had no presentation but was here for any questions.
 - C. Open Public Hearing – The public hearing was opened at 6:43 P.M. with no members of the public to speak on the item.
 - D. Close Public Hearing – The public hearing was closed at 6:43 P.M.
 - E. Discussion – There was discussion between the Commission and the Applicant concerning drainage, storm sewers, number of lots, easements, & scrivener’s errors.
 - F. Consideration – David Lanford made a motion to approve the item with the following conditions: 1) Correction from one (1) HOA lot to zero (0); 2) Call out 50’ wide right-of-way width on Bonellis Pass; 3) Block O, Lots 1-2 & Block R needs iron rod sets; 4) Provide missing curb return radius on Carlson Ln. needs more room, seconded by Scott Mackay. The motion passed unanimously by a vote of five (5) to zero (0).
3. Project #: 202100071: A replat of “Nana’s House Replat”, which involves a replat to merge a tract of land known as ABS A18 Burleson, Jonathan, TRACT, ACRES 0.107; a tract of land known as A18 Burleson, Jonathan ACRES 0.179; a tract of land known as ABS A18 Burleson, Jonathan, TRACT 2, ACRES 0.092; and Elgin City, Block 10, Lots 1-5, into a larger lot & dedicate 0.107 acres to the City to enlarge right-of-way along Central Ave.
 - A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.
 - B. Applicant Presentation – James McCann, applicant, indicated he had no presentation but was here for any questions.
 - C. Open Public Hearing – The public hearing was opened at 6:52 P.M. with no members of the public to speak on the item.
 - D. Close Public Hearing – The public hearing was closed at 6:52 P.M.
 - E. Discussion – There was discussion between the Commission and Staff regarding multiple tracts and lots from present layout, setbacks on plat, use on land, surrounding alley and right-of-way, swapping of land between City and applicant, enlargement of Central Ave. The Commission and the Applicant discussed development of Alley A in relation to the PDD zoning.
 - F. Consideration – Dorothy McCarther made a motion to approve the item with the following conditions: 1) Correction of legal description as necessary; 2) Provide note clarifying that the right-of-way for Central Ave. “is hereby dedicated”; 3) Correction of benchmarks on the Plat; 4) Show all easements and incumbrances on property on the Plat; seconded by David Lanford. The motion passed by a vote of four (4) to one (1).

IV. NEW BUSINESS (Cont.)

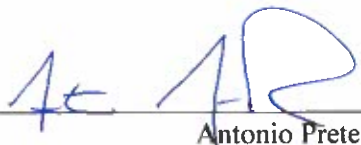
4. Project #: 202200100: An ordinance amending the official zoning map of the City of Elgin, Texas adopted in Chapter 46, Section 46-3, Revised Code of Ordinances City of Elgin, Texas, 2013 and making this amendment a part of said official zoning map to wit: To rezone from C-3 to R-3 on Saratoga Farms Section 6, Blocks F & H, and Block G Lots 1 - 12; 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. Open Public Hearing – The public hearing was opened at 7:20 P.M. with no members of the public to speak on the item.
 - C. Close Public Hearing – The public hearing was closed at 7:20 P.M.
 - D. Discussion – There was discussion between the Commission and Staff about the location of the rezoning, neighboring development, commercial entitlement on plat on neighboring lot, & plat entitlements versus zoning.
 - E. Recommendation – Scott Mackay made a motion to recommend approval of the item; seconded by David Lanford. The motion passed unanimously by a vote of five (5) to zero (0).

V. ANNOUNCEMENTS

David Harrell made an announcement that legal training would begin in September when the vacancy is filled by the Council. He also indicated that Council had passed a new Ordinance regarding appointed board members and term limits. Scott Mackay indicated that the Lot 6A Replat in Elgin Business Park which was denied by the Commission in July was appealed to the Council and David Harrell added it would be heard by the Council on September 6th starting at 6:30 P.M. at this location.

VI. ADJOURNMENT

The meeting was adjourned by the Chair at 7:40 P.M.



Antonio Prete, Chair

ATTEST: 

Melissa Lipiec, Secretary

On a motion by , seconded by 
the foregoing instrument was passed and approved on this 26th day of September 2022.