

**MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, SEPTEMBER 26, 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, Jason Tatum, 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. August 22, 2022, Minutes.

Ronnie Creppon moved that the Commission approve the consent agenda, Dorothy McCarther seconded the motion. The motion passed unanimously with a vote of six (6) for and zero (0) against.

IV. NEW BUSINESS

1. Project # 202200077: A final plat for “Harvest Ridge Phase 5A” located on parcels of land known by the Bastrop County Appraisal District as Parcel R15378, located adjacent to Harvest Ridge Phase 1, only platting Harvest Ridge Blvd. in future Phase 5.
 - A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.
 - B. Applicant Presentation – Adam Berry, applicant, indicated he had no presentation but was here for any 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, Staff, and the Applicant regarding corrections that need to be made to the Plat.
 - F. Consideration – Jason Tatum made a motion to approve the item, seconded by Scott Mackay. The motion passed unanimously by a vote of six (6) to zero (0).

IV. NEW BUSINESS (Cont.)

2. Project # 202101204: A final plat for "Harvest Ridge Phase 3" located on parcels of land known by the Bastrop County Appraisal District as Parcel R15378, located adjacent to Harvest Ridge Phase 2, and for a total of 129 lots on 21.737 acres of land.
 - A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.
 - B. Applicant Presentation – Adam Berry, applicant, indicated he had no presentation but was here for any questions.
 - C. Open Public Hearing – The public hearing was opened at 6:42 P.M. with no members of the public to speak on the item.
 - D. Close Public Hearing – The public hearing was closed at 6:42 P.M.
 - E. Discussion – There was discussion between the Commission, City Staff, and the Applicant regarding the lot size, easement details, minimum finished floor elevation, & Conditional Letter of Map Revision (CLOMR).
 - F. Consideration – David Lanford made a motion to approve the item, seconded by David Lanford made a motion to approve the item with the following conditions: 1) Remove the blank document labels from adjacent plats that haven't been recorded; 2) Remove the "5' Min" from easement bump out details; 3) Clarify easement bump outs shown on plan set, seconded by Jason Tatum. The motion passed unanimously by a vote of six (6) to zero (0).
3. Project #: 202200050: A final plat for "Creeks Crossing Section 1" located on a parcel of land known by the Travis County Appraisal District as Parcel 248209, located adjacent to the west of Westwind Subdivision, and for a total of 137 lots on 39.89 acres of land.
 - A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.
 - B. Applicant Presentation – John Hines, applicant, indicated he had no presentation but was here for any questions.
 - C. Open Public Hearing – The public hearing was opened at 6:56 P.M. with no members of the public to speak on the item.
 - D. Close Public Hearing – The public hearing was closed at 6:56 P.M.
 - E. Discussion – There was discussion between the Commission, City Staff, and the Applicant regarding scale of the plat, north-south arterial through development, pins, lack of open collector to Westwind, finished floor elevations, error in lot numbers, and other scrivener's errors.
 - F. Consideration – Jason Tatum made a motion to approve the item with the following conditions: 1) Fix lot total to 138; 2) Remove FEMA floodplain/FG elevation note from Sheet 8, Note 19; 3) Modify the lot lines to align with the adjacent Klaus Ln. right-of-way, seconded by Ronnie Creppon. The motion passed unanimously by a vote of six (6) to zero (0).

IV. NEW BUSINESS (Cont.)

4. Project # 202200084: A final plat for “Poth Tract (North)” located on a parcel of land known by the Travis County Appraisal District as Parcel 962928, located on the northside of U.S. Hwy 290 and to the west of the Elm Creek Development for a total of 113 lots on 36.921 acres of land.
 - A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.
 - B. Applicant Presentation – Applicant was not present for item.
 - C. Open Public Hearing – The public hearing was opened at 7:16 P.M. with no members of the public to speak on the item.
 - D. Close Public Hearing – The public hearing was closed at 7:16 P.M.
 - E. Discussion – There was discussion between the Commission, City Staff, and the Applicant concerning access management standards and line segments.
 - F. Consideration – Ronnie Creppon made a motion to approve the item with the following condition: 1) The road names are approved by the City of Austin and City of Elgin, with the ability of the applicant to change as necessary per approval of each City, seconded by Dorothy McCarther. The motion passed unanimously by a vote of six (6) to zero (0).
5. Project #: 202200117: 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 “R-1” Single Family Housing District to “R-3” Single Family, Two Family, and Industrialized Housing District located on parcels of land known by the Travis County Appraisal District as Parcels 358800, 358801, & 358802, located between Carlson Ln. & Carlson Rd. across from Eagles Landing Ph. 2 (BEING A 52.76 ACRE TRACT OUT OF THE HENRY MARTIN SURVEY NUMBER 65, ABSTRACT 518, TRAVIS CO., TX), being more described in Exhibit “A”; and providing for a savings clause and repealing conflicting ordinances and resolutions (Carlson Tract Rezoning).
 - A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.
 - B. Applicant Presentation – Chris Reed, applicant, indicated he had no presentation but was here for any questions.
 - C. Open Public Hearing – The public hearing was opened at 7:27 P.M. with no members of the public to speak on the item.
 - D. Close Public Hearing – The public hearing was closed at 7:27 P.M.
 - E. Discussion – There was discussion between the Commission, Applicant, and the City Staff concerning neighboring development, areas within 200’ public notice, & zoning standards.
 - F. Recommendation – Jason Tatum, made a motion to recommend approval of the item, seconded by David Lanford. The motion failed by a vote of two (2) to four (4). Ronnie Creppon, made another motion to recommend denial of the item, seconded by Dorothy McCarther. The motion passed by a vote of five (5) to one (1).

IV. NEW BUSINESS (Cont.)

6. Project #: 202200120: An ordinance granting a specific use for a wireless communication facility (WCF), self-enclosed monopole, in a residential zoning district on property located at 405 N. Hwy 95 (A20 CHRISTIAN, THOMAS, ACRES 1.2730), City of Elgin, Texas, Bastrop County, Texas, 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 – Greg Farris, applicant, indicated that they have been contracted to place a tower in the area. He indicated that documents have been provided that indicate a need for a tower in this area.
 - C. Open Public Hearing –The public hearing was opened at 7:52 P.M. with two (2) members of the public to speak and they offered the following public comments:
 - i. Amy Meyer, 1210 N. Ave. F, spoke in opposition to the item.
 - ii. Penny Blake, 1208 N. Ave. F, spoke in opposition to the item.
 - D. Close Public Hearing – The public hearing was closed at 8:00 P.M.
 - E. Discussion – There was discussion between the Commission, Applicant, and City Staff concerning other tower locations, type of tower, property values, & radius of tower.
 - F. Recommendation – Jason Tatum made a motion to recommend denial of the item; seconded by Dorothy McCarther. The motion passed unanimously by a vote of six (6) to zero (0).

The Chair recessed the meeting for five (5) minutes at 8:23 P.M.

The Chair reconvened the meeting at 8:28 P.M. at a group of tables to have the Workshop Item.

V. WORKSHOP

1. Review, discuss, and provide input for Northside Meadows PDD Rezoning.

David Harrell conducted a power point presentation of the staff report. City Staff presented large scale maps of the proposed Exhibits associated with the Agreement. City Staff and Commission discussed site location, lot sizes, parkland, traffic impact analysis, trails, & placement of collector to the east of the site.

Some of the Commission individual members expressed concerns with the small size of the lots, only one (1) access for all the lots and limit to thirty (30) homes until secondary access is built, turn unnecessary open space behind lots into owned lot space, commercial space at entryway, addition of trail system in open space, & channelization of drainage to maximize lot area.

VI. ANNOUNCEMENTS

David Harrell made an announcement that next month's agenda will be a large agenda as well. Also, he mentioned that Council is appointing the vacant seat on the Commission at tomorrow's Council meeting.

VII. ADJOURNMENT

The meeting was adjourned by the Chair at 8:55 P.M.



Antonio Prete, Chair

ATTEST: Melissa Lipiec
Melissa Lipiec, Secretary

On a motion by DAVID LANFORD, seconded by RONALD CREPPON
the foregoing instrument was passed and approved on this 24th day of October 2022.