

**MINUTES
CITY OF ELGIN BOARD OF ADJUSTMENTS
SPECIAL MEETING
MONDAY, DECEMBER 18, 2023**

- I. CALL TO ORDER-ROLL CALL:** The Chair called the meeting to order at 6:00 P.M. at the Library Annex (Civic Center) located at 404 N. Main St., Elgin, TX, U.S.A.

BOARD PRESENT: Chair Regan Dumbeck, Darren Mogonye, S H McShan, Suzannah DesRoches (Sr. Alternate), David Lanford (Jr. Alternate), Stephen Finley arrived at 6:04 P.M.

BOARD ABSENT: Stephen Kylberg.

STAFF PRESENT: Beau Perry, Interim Development Services Director; Melissa Lipiec, Secretary.

II. OATH OF OFFICE

- 1. Darren Mogonye and Stephen Kylberg are the last Board Members who need to take the Oath of Office.** The Chairman announced that this item would be skipped due to the fact that Darren Mogonye had already been administered the Oath of Office prior to the meeting and Stephen Kylberg was not present.

III. PUBLIC COMMENT

No members of the public were present to speak on this item.

IV. CONSENT AGENDA

- 1. October 12, 2023 Minutes.**

Suzannah DesRoches noted that her last name was miss-spelled and moved that the minutes be approved with the correction made. S. H. McShan seconded the motion. The motion passed with the following members voting for: Darren Mogonye, Regan Dumbeck, Suzannah Des Roches (moved up as Senior Alternate prior to Stephen Finley's arrival) and S.H. McShan. There were no votes against the motion. David Lanfor abstained from voting as his vote was not required as Jr. alternate member.

V. NEW BUSINESS

- 1. Project #: 202300253:** A request for variance to Section 32-166 – Determination of sign height allowing the nine (9) foot high Entry Monument Columns to be measured from the grade level of the monument, while being placed within thirty (30) feet of the southwest corner of FM 1100 and Corner Brake Lane and within thirty (30) feet of the north side of Suttles Drive near the intersection of Endless Narrow Lane; a variance to Section 32-193 to increase the maximum allowed sign size from fifty (50) square feet to ninety-five (95) square feet and increase the allowed sign height from seven feet (7') to an approximate height of eleven point fifty (11.50) feet from grade level; and an additional variance to Section 32-193 to increase the maximum allowed sign height for the proposed Entry Monument Columns to be increased from seven (7) feet to none (9) feet in height measured from the top of the foundation.
- A. Staff Presentation –** Beau Perry informed the Commission that sign variances are usually included as part of Planned Development District documents or Development Agreements which are approved by Council. In this case signs were not included in the Briarwood Development and Consent Agreement approved by Council in June of 2022 therefore, since their proposed signs do not meet the City code, they are required to seek

V. NEW BUSINESS (Cont.)

a variance from the Board of Adjustments. Beau Perry also provided a brief description of the development, which is an in-city Municipal Utility District.

- B. Applicant Presentation – The applicant, Kyle Bruno of Bruno Land Design, LLC addressed the Board stating the Briarwood project is approximately 773 units and went over his presentation. Travis Grady
- C. Open Public Hearing – The public hearing was opened at 6:28 P.M. There were no members of the public present to offer comments.
- D. Close Public Hearing – The public hearing was closed at 6:28 P.M.
- E. Discussion – The commission discussed the increases allowed by code compared to what the applicant was requesting, sign locations and planned County Line Road improvements.
- F. Consideration – Darren Mogonye moved that the Commission grant a variance as follows:
 - 1. Primary Entry Monument at Briar Brush Lane and County Line Road:
 - a. Maximum height of nine point eight feet (9.8') measured from grade level.
 - b. Maximum sign size of seventy (70) square feet.
 - 2. Entry monument column at Suttles Drive near Endless Narrow Lane:
 - a. Maximum height of nine feet (9') measured from grade level.
 - b. Setback of ten feet (10')
 - 3. Entry monument column at FM 1100 and Corner Brake Lane:
 - a. Maximum height of nine feet (9') measured from grade level.
 - b. Setback of eighteen point one (18'.1") feet.

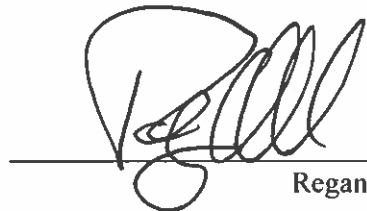
Stephen Finley seconded the motion. The motion passed unanimously with a vote of four (4) for and zero (0) against. The two alternate members were not required to vote as there was a quorum of regular members.

VI. ANNOUNCEMENTS

None.

VII. ADJOURNMENT

The meeting was adjourned at 6:34 P.M.



Regan Dumbeck, Chair

ATTEST: Melissa Lipiec
 Melissa Lipiec, Secretary

On a motion by DARREN MOGONYE, seconded by STEPHEN FINLEY
 the foregoing instrument was passed and approved on this 8 day of FEBRUARY, 2024.