

MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, MAY 20, 2024

- I. CALL TO ORDER – ROLL CALL:** The Chair called the meeting to order at 6:29 P.M. at the Library Annex (Civic Center) located at 404 N. Main St., Elgin, TX.
COMMISSION PRESENT: Chair Antonio Prete, Vice-Chair Ronnie Creppon, Jason Tatum, Berney Williams, Dorothy McCarther, David Lanford (arrived at 6:33) and Scott Mackay.
COMMISSION ABSENT: None.
STAFF PRESENT: Beau Perry, City Engineer, and Development Services Director; Melissa Lipiec, Secretary; Michael Gonzales, Public Works Director.
- II. PUBLIC COMMENT FOR NON-AGENDA RELATED ITEMS:** No members of the public were present to speak on this item.
- III. CONSENT AGENDA**
1. Correction to March 25, 2024, Minutes.
 2. April 22, 2024, Minutes.
- Scott Mackay asked that the April 22, 2024, Minutes be pulled for discussion. The Chair moved the April 22, 2024, Minutes to New Business item 0.1.
Scott Mackay moved that the Commission approve the correction to the March 25, 2024, Minutes. Ronnie Creppon seconded the motion. The motion passed unanimously with all members present voting aye.
- IV. NEW BUSINESS**
0. April 22, 2024, Minutes.
Scott Mackay noted that he voted against the motion on item 1, section F, so the vote should have been three for and one against. Melissa Lipiec noted the correction and the Chair called for a motion. Scott Mackay made a motion to approve the April 22, 2024, minutes as corrected. Jason Tatum seconded the motion, and a vote was taken. The motion passed unanimously with seven ayes.
 1. Project #: 202400035: An ordinance granting a specific use for the construction and operation of an automatic car wash facility located on a parcel of land known by the Bastrop County Central Appraisal District as Parcel number 8720039 located at 617 W Brenham Street, Solid Ground Replat, Lot 3, on 1.2 acres of land at the corner of West Brenham Street and Highway 290.
 - A. Staff Presentation – Beau Perry reminded the Commission that our zoning ordinance does not allow for a stand-alone car wash, so the applicant is required to apply for a Specific Use Permit.
 - B. Applicant Presentation – Amir Namakforoosh of Southtown Engineering & Consulting LLC gave a brief description of the project and stated that he was present to answer any questions.
 - C. Open Public Hearing – The public hearing was opened at 6:39 P.M. There was one member of the public who offered comments:
Ben Turrubiarte of 622 West Brenham Street spoke against the item citing drainage, traffic congestion, water pressure and noise concerns.
 - D. Close Public Hearing – The public hearing was closed at 6:43 P.M.
 - E. Discussion – There was some discussion among the Commission and Staff regarding imposing a time limit on the permit. Beau Perry stated that if the use of the property changes, then the specific use permit becomes void.

IV. NEW BUSINESS (Cont.)

- F. Recommendation – David Lanford moved that the Commission recommend approval of the Specific Use Permit with no expiration. Jason Tatum seconded the motion. The motion passed unanimously with a vote of seven (7) for and zero (0) against.
2. Review and make possible recommendation to Elgin City Council on updated land use assumptions.
- A. Staff Presentation – Beau Perry stated that the Planning and Zoning Commission also serves as the Capital Improvements Advisory Committee whose task is to advise the City Council on the need to update or revise the land use assumptions. Beau stated that the last time the land use assumptions were reviewed and updated was in 2019. He also stated that the land use plan is what backs up the need for the Capital Improvements Plan and the need to amend the impact fees.
- B. Discussion – There was discussion between the Commission and Staff regarding what impact fees are and the process for adopting them, including the need to update land use assumptions at least every five years.
- C. Recommendation – Scott Mackay moved that the Commission recommend approval of the updated land use assumptions as presented. Ronnie Creppon seconded the motion. The motion passed unanimously with a vote of seven (7) for and zero (0) against.
3. Review and make possible recommendation to Elgin City Council on Capital Improvements Plan Report and possible update of or amendment of the Water and Wastewater Impact Fees.
- A. Staff Presentation – Beau Perry explained that the Capital Improvements Plan is essentially what is needed to keep up with the growth over the next ten years.
- B. Discussion – There was discussion between the Commission and Staff regarding the assessment of and use of impact fees. A need for a second wastewater treatment facility to serve the western part of town has been identified.
- C. Recommendation – Jason Tatum moved that the Commission recommend approval of the updated Capital Improvements Plan and adoption of the maximum eligible impact fees. Ronnie Creppon seconded the motion, and a vote was taken. The motion passed with a vote of seven (7) for and zero (0) against.

RECESS - The Chairman called a brief recess at 7:30.

RECONVENE – The Chairman called the meeting to order at 7:32 at the workshop tables.

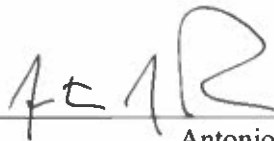
V. WORKSHOP

Review, discuss, and provide input regarding Austin Gateway Consent and Development Agreement. Beau Perry stated that this development had been in the City's ETJ but had been removed at the property owner's request. The property owner is proposing a Municipal Utility District for this development and the Consent and Development Agreement will bring the property back into the ETJ. The Agreement will also allow the City to annex the commercial properties along 290. The Commission was generally in favor of the development.

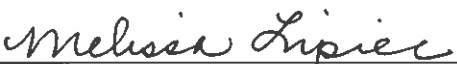
VI. ANNOUNCEMENTS - None

VII. ADJOURNMENT

The meeting was adjourned at 8:07 P.M.



Antonio Prete, Chairman

ATTEST: 

Melissa Lipiec, Secretary

On a motion by DAVID LANFORD, seconded by RONNIE CREPPON the foregoing instrument was passed and approved on this 22 day of JULY, 2024.