MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, OCTOBER 28, 2024

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.
COMMISSION PRESENT: Chair Antonio Prete, Vice-Chair Ronnie Creppon, Jason Tatum, Berney Williams, Dorothy McCarther, David Lanford, and Scott Mackay.
COMMISSION ABSENT: None
STAFF PRESENT: Beau Perry, Director of Development Services; Melissa Lipiec, Planning Technician; William McIlvain, Administrative Assistant; Alyssa Loveday of WGA, Assistant Project Manager

II. **PUBLIC COMMENT FOR NON-AGENDA RELATED ITEMS:** No members of the public were present to speak on this item.

III. **CONSENT AGENDA**
1. September 23, 2024 Minutes.
Vice-Chair Ronnie Creppon noted that due to Chair Antonio Prete's absence at the meeting it was the Vice-Chair and not the Chair that called the meeting to order.
Ronnie Creppon moved that the Commission approve the consent agenda with the edit. Scott Mackay seconded the motion. The motion passed unanimously with a vote of seven (7) for and zero (0) against.

IV. **NEW BUSINESS**
1. Election of Chair and Vice-Chair for October 2024 to September 2025:
Chair Antonio Prete read out the procedure of nomination requiring acceptance but no second, followed by a vote. Chair Antonio Prete opened the floor for nominations from the Board.

   Scott Mackay nominated Chair Antonio Prete and Vice-Chair Ronnie Creppon to reprise their positions on the Commission. Chair Antonio Prete and Vice-Chair Ronnie Creppon accepted the respective nominations. The vote passed unanimously with a vote of seven (7) for and zero (0) against.

2. Project #202400051: A preliminary plat tiled "Trinity Ranch Phase 3 Preliminary Plat" located on parcels of land known by the Bastrop County Central Appraisal District as Parcels 11949 and 8722871, located south of Highway 290 West and west of Trinity Ranch Phase 2, on the respective northeast and southwest of Trinity Ranch Phase 1, for a total of 651 lots on 127.83 acres of land.
   A. Staff Presentation – Director Beau Perry presented the preliminary plat and provided context for the Trinity Ranch development, mentioning that the number of lots had increased since the original Development Agreement but that the new proposal was within the 10% margin that would require updates to the agreement.
   B. Applicant Presentation – The applicant Keith Parkan from Century Communities was present to field questions but left the presentation to Director Perry.
   C. Open Public Hearing – The public hearing was opened at 6:38 P.M. There were no members of the public present to offer comments.
   D. Close Public Hearing – The public hearing was closed at 6:39 P.M.

IV. NEW BUSINESS (Cont.)

E. Discussion – Vice-Chair Ronnie Creppon wanted to confirm the details of how the northeast portion of the phase was connected to the rest across the creek, and what kind of bridge or structure this would be. There was also discussion of whether that portion of the phase would be without egress if the connection was obstructed. Director Perry assured that any eastward development would be required to connect to the eastbound stub, but Scott Mackay was skeptical that the stub would ever have a future connection. There was some discussion of enabling gated access through the City wastewater facility in the case of emergency.

F. Consideration – Jason Tatum moved that the Commission approve the Preliminary Plat as presented. David Lanford seconded the motion. The motion passed unanimously with a vote of seven (7) for and zero (0) against.

3. Project #202400069: A final plat for "Triada Phase 1" located on parcels of land known by the Travis County Appraisal District as Parcels 248236, 259299, 377721, and 467330, located on the south side of Carlson Lane west of Eagles Landing Phase 4 and north of the Homestead subdivision, for a total of 126 lots on 23.111 acres of land.

   A. Staff Presentation – Director Beau Perry reminded the Commission of the circumstances of the Triada subdivision, that it was originally annexed as part of Eagles Landing Phase 5 but then de-annexed and incorporated into a MUD. He showed where on the concept plan this final plat covered, and outlined the plans for the roadways through the subdivision and which would be built as part of this final plat.

   B. Applicant Presentation – The applicant Kevin Fleming from Qualico was present to field questions but left the presentation to Director Perry.

   C. Discussion – Chair Antonio Prete drew attention to the alley loading layout of the proposed houses and wanted clarification about the intention of the layout, which was provided.

   D. Consideration – Vice-Chair Ronnie Creppon moved that the Commission approve the Final Plat as presented. Dorothy McCarther seconded the motion. The motion passed unanimously with a vote of seven (7) for and zero (0) against.

4. Project #202400074: 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 zoning map to wit: To rezone land from "R-1" Single Family Dwelling District to "R-4" Multiple-Family Residential District located at 14021 Klaus Lane on a parcel of land known by the Travis County Appraisal District as Parcel 248221 (ABS 345 SUR 53 HINES W ACR 10.0) on the east side of Klaus Ln and south of FM 1100.

   A. Staff Presentation – Director Beau Perry explained the situation with the Cano Subdivision as having originally been submitted with a final plat that has since expired, and that the applicant has decided to change the direction of the project and is requesting the rezoning with the intention of constructing multi-family apartment complexes on the space. There have been no plans submitted at this time.

   B. Applicant Presentation – Javier Barajas of Trine Engineering represented the applicant Mario Cano to take questions, but left the presentation to Director Perry.

   C. Open Public Hearing – The public hearing was opened at 7:02 P.M. Diane Dunigan from the nearby 17615 FM 1100 stood to speak in opposition to the proposed zoning change, stating that the infrastructure of the roadways would not support such a surge in population and that the aesthetic ambiance of the area would suffer from the inclusion of apartment complexes. She also expressed that she would not be amenable to selling a portion of her property to increase the size of the road to accommodate the increased traffic.

   D. Close Public Hearing – The public hearing was closed at 7:10 P.M.

IV. NEW BUSINESS (Cont.)

E. Discussion – Melissa Lipiec announced that there had also been an anonymous comment from a neighboring landowner in opposition to the proposed zoning change. The Commission asked for clarification about the letters sent to neighbors within 200 feet, and Melissa Lipiec confirmed that nine letters had been sent but two had not been received. Chair Antonio Prete inquired to the state legislature in which landowners comprising 20% of the surrounding 200 feet could protest the change, and Director Beau Perry confirmed that property owners outside City limits still count towards that number. Berney Williams asked for clarification about the included drafted Ordinance to be submitted to City Council, which turned out to be the incorrect Ordinance included in the packet and that the project in question does not involve any annexation. David Lanford expressed concern about the traffic on Klaus Ln and that Travis County would not prioritize development to the roadway in this part of the county. Vice-Chair Ronnie Creppon and Dorothy McCarther voiced a preference for larger lot sizes supported by the current R-1 zoning, and did not support the proposition for higher residential density that would be encouraged by the proposed R-4 zoning.

F. Consideration – Vice-Chair Ronnie Creppon moved that the Commission recommend that the City Council deny the proposed zoning change. Dorothy McCarther seconded the motion. The motion passed unanimously with a vote of seven (7) for and zero (0) against.

V. ANNOUNCEMENTS

1. Melissa Lipiec went over the proposed meeting schedule for the rest of the calendar year, accounting for upcoming holidays. At this time there is nothing on the schedule for the November meeting, so it is likely to be skipped and for the Commission to reconvene in December and possibly earlier than usual to accommodate the Christmas break.

VI. ADJOURNMENT

The meeting was adjourned at 7:39 P.M.

Ronald D. Creff

Ronnie Creppon, Vice Chairman

ATTEST: Melissa Lipiec

Melissa Lipiec, Secretary

On a motion by Scott Mackay, seconded by David Lanford the foregoing instrument was passed and approved on this 16 day of December, 2024.