

**MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
SPECIAL MEETING
MONDAY, DECEMBER 16, 2024**

- I. CALL TO ORDER – ROLL CALL:** The Vice-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: Vice-Chair Ronnie Creppon, Jason Tatum, Berney Williams, David Lanford, and Scott Mackay.
COMMISSION ABSENT: Chair Antonio Prete, Dorothy McCarther
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. October 28, 2024 Minutes.
Scott Mackay moved that the Commission approve the consent agenda. David Lanford seconded the motion. The motion passed unanimously with a vote of five (5) for and zero (0) against.
- IV. NEW BUSINESS**
1. Project #202400078: A final plat for "Trinity Ranch Phase 2 Section 4" located on a parcel of land known by the Bastrop County Appraisal District as Parcel 8722871, located south of Swenson Boulevard and east of Upper Elgin River Road, southwest of Trinity Ranch Phase 1, for a total of 224 lots on 34.860 acres of land.
- A. Staff Presentation – Director Beau Perry presented the project, using the phased concept plan to illustrate which part of the subdivision was specifically being built out. Director Perry confirmed that while there are stubs for future developments to connect into Trinity Ranch, there are no other such developments being discussed at this time. There was some discussion from the Commission about the noncontiguous sections of Trinity Ranch and the location of the school not represented in the concept plan.
- B. Applicant Presentation – Tim Holland of Gray Engineering was present to field questions, but left the presentation to Director Perry.
- C. Discussion – The Commission felt content with the presentation and had no further questions.
- D. Consideration – David Lanford moved that the Commission approve the final plat as presented. Jason Tatum seconded the motion. The motion passed unanimously with a vote of five (5) for and zero (0) against.
2. Project #202300114: A final plat for "Elm Creek Northwest Phase 3" located on a parcel of land known by the Travis County Appraisal District as Parcel 248253, located on the north side of Highway 290 and northeast of the Poth Tract, for a total of 183 lots on 79.046 acres of land.
- A. Staff Presentation – Director Perry presented the project, elaborating on the planned connections to the northeast side of the Poth Tract and highlighting that this is an ETJ MUD adjacent to the Poth Tract which is within city limits. Travis County will be responsible for maintenance within the subdivision. Vice-Chair Ronnie Creppon asked if there was connection with Brickston, which there is not.

IV. NEW BUSINESS (Cont.)

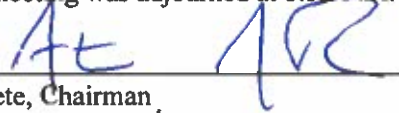
- B. Applicant Presentation – The applicant was not present at the meeting.
- C. Discussion – The Commission felt content with the presentation and had no further questions.
- D. Consideration – Jason Tatum moved that the Commission approve the final plat as presented. Berney Williams seconded the motion. The motion passed unanimously with a vote of five (5) for and zero (0) against.

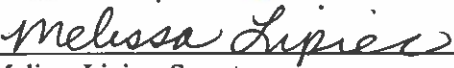
V. ANNOUNCEMENTS

- 1. Melissa Lipiec presented the Commission with a summary of the meetings through 2024 and a contrast with the meetings held through 2023. The shared sentiment is that Elgin is growing consistently but not exponentially.
- 2. David Lanford took a moment to say farewell to the Commission as he is moving in the new year and this is his final Planning and Zoning Commission meeting. The Commission thanked him for his contributions and wished him well.

VI. ADJOURNMENT

The meeting was adjourned at 6:58 P.M.


Antonio Prete, Chairman

ATTEST: 
Melissa Lipiec, Secretary

On a motion by RONNIE CREPPON, seconded by BERNIE WILLIAMS
the foregoing instrument was passed and approved on this 27 day of JANUARY, 2025.