



**ELGIN BOARD OF ADJUSTMENT AGENDA
ELGIN PUBLIC LIBRARY ANNEX COUNCIL CHAMBERS
404 NORTH MAIN STREET
June 12, 2025
6:30 PM**

I. CALL TO ORDER

II. PUBLIC COMMENT

The "PUBLIC COMMENT" item posted on the agenda is reserved for members of the public who would like to address the Board of Adjustment regarding posted agenda items or non-agenda items. Individuals requesting to speak or address the Board of Adjustment during the meeting shall do so under the "PUBLIC COMMENT" agenda item. Speakers shall be required to fill out a "PUBLIC COMMENT FORM" and present it, along with any material, handouts, or information for the Board, to the Board Secretary prior to commencement of the Board meeting. **As of May 1, 2022, all such public comments will be done IN PERSON. You may email public comments and they will be distributed to each of the Board Members but not read out loud.**

Speaker comments are limited to three (3) minutes. No formal action can be taken by the Board on items not posted on the agenda. Items requiring a PUBLIC HEARING will allow a member of the public an opportunity to speak during the Public Hearing and does not require a "PUBLIC COMMENT FORM".

Speakers must address their comments to the Chairperson or Presiding Officer rather than to an individual Board Member or Staff Member. All speakers must limit their comments to the specific subject matter noted on the "PUBLIC COMMENT FORM" and refrain from any personal attacks or derogatory comments directed at any Commissioner, Staff Member, other individual, or group.

III. CONSENT AGENDA

The Consent Agenda includes non-controversial and routine items that are considered to be self-explanatory by the Board of Adjustments and will be enacted with one motion, one second, and one vote. Any member of the Board may pull any item from the Consent Agenda in order that the Board discuss and act upon it individually as a part of the Regular Agenda.

1. March 13, 2025 Minutes

IV. NEW BUSINESS

1. **Project 202500055: A sign variance from Section 32-217(3)(a) in order to increase the allowed area of a sign from 26.25 square feet to 31.667 square feet for a commercial establishment located at 34 N. Ave C (Parcel number 12331, ELGIN CITY, BLOCK 16, LOT 18,19,20 & 21 (FR), as located in Bastrop Co.).**
 - A. Staff Presentation
 - B. Applicant Presentation
 - C. Open Public Hearing
 - D. Close Public Hearing
 - E. Discussion
 - F. Consideration

2. **Project 202500040: A zoning variance from Section 46-265 (2) in order to reduce the requirement for a five foot (5') setback in the side yard to three feet, two inches (3', 2") on the south side of the property, and a zoning variance from Section 36-171 in order to reduce the minimum lot width from sixty feet (60') to thirty-nine feet (39') at the front building line in the "R-2" Single Family and Duplex Dwelling District located at 509 W. Cleveland St (Parcel number 14848, BIGGS, ACRES 0.1790, as located in Bastrop Co.).**
 - A. Staff Presentation
 - B. Applicant Presentation
 - C. Open Public Hearing
 - D. Close Public Hearing
 - E. Discussion
 - F. Consideration

3. **Project 202500045: A zoning variance from Section 46-303 (2) in order to reduce the requirement for a five foot (5') setback in the side yard to three feet, seven inches (3', 7") to allow for the placement of a forty-eight inch (48") prefabricated AC pad on the southwest side of the property in a Planned Development District referencing "R-3" Single Family, Duplex, and Zero Lot Line Two Family Dwelling District located at 13512 Barn Chime St (Parcel number 994934, CREEKS CROSSING SEC 1 BLK G LOT 40.).**
 - A. Staff Presentation
 - B. Applicant Presentation
 - C. Open Public Hearing
 - D. Close Public Hearing
 - E. Discussion
 - F. Consideration

4. **Project 202500046: A zoning variance from Section 46-303 (2) in order to reduce the requirement for a five foot (5') setback in the side yard to four feet, two inches (4', 2") to allow for the placement of a forty-eight inch (48") prefabricated AC pad on the southwest side of the property in a Planned Development District referencing "R-3" Single Family, Duplex, and Zero Lot Line Two Family Dwelling District located at 13505 Muny Pkwy (Parcel number 994939, CREEKS CROSSING SEC 1 BLK G LOT 2.).**
 - A. Staff Presentation
 - B. Applicant Presentation
 - C. Open Public Hearing
 - D. Close Public Hearing
 - E. Discussion
 - F. Consideration

V. ANNOUNCEMENTS

VI. ADJOURNMENT

Attendance By Other Elected or Appointed Officials: It is anticipated that members of other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance.

The members of the boards, commissions and/or committees may participate in discussions on the same items listed the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

Notice of Assistance at Public Meetings, the City of Elgin is committed to compliance with the Americans with Disabilities Act. Elgin City Hall and Council Chambers are wheelchair accessible and special marked parking is available. Persons with Disabilities who plan to attend this meeting and who may need assistance are requested to contact the City Secretary's Office at (512) 229-3222. Please provide forty-eight hours' notice when feasible.

I, Beau Perry, City Engineer for the City of Elgin, hereby certify this notice was posted at the City Hall Annex of the City of Elgin, Texas on or before June 9, 2025, in accordance with Chapter 551 of the Texas Government Code.



Beau Perry, Development Services Director

**MINUTES
CITY OF ELGIN BOARD OF ADJUSTMENT
REGULAR MEETING
THURSDAY, MARCH 13, 2025**

- 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.

BOARD PRESENT: Chair Regan Dumbeck, Vice-Chair Darren Mogonye, Stephen Kylberg, Suzannah DesRoches (Senior Alternate), and S. H. McShan.

BOARD ABSENT: Stephen Finley

STAFF PRESENT: Beau Perry, Development Services Director; William McIlvain, Administrative Assistant; Alyssa Loveday of WGA, Assistant Project Manager.

STAFF ABSENT: Melissa Lipiec, Planning Technician

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

III. CONSENT AGENDAS

1. January 9, 2025 Minutes.

Vice-Chair Darren Mogonye moved that the Board approve the consent agenda. Stephen Kylberg seconded the motion. The motion passed unanimously with a vote of four (4) for and zero (0) against. Suzannah DesRoches was not required to vote for the motion.

IV. NEW BUSINESS

1. Project #202500013: A zoning variance from Section 46-635 in order to reduce the minimum onsite parking to zero spaces in the “C-2” – General Commercial District at 207 E 2nd St (Parcel number 12417 Puckett, Block 40, Lot FRS 6, 17 & 18, as located in Bastrop Co.).

A. Staff Presentation – Director Beau Perry presented the variance application as mirroring one that the Board had approved for same applicant in July of 2023 for the neighboring property in the same building. The property does not have space for off-street parking and the rear is to be used for loading.

B. Applicant Presentation – The Applicant Ricardo Velazquez was not present but his brother Daniel Velazquez was present to field questions on his behalf. Vice-Chair Darren Mogonye asked about the proposed use of the space as a party supply store and what would be stocked, and Daniel Velazquez described the intended storage of supplies such as chairs and tables, piñatas, and similar supplies.

C. Open Public Hearing – The public hearing was opened at 6:37 P.M. No member of the public stood to speak on the project. William McIlvain confirmed that the office had received no reply to the notice letters sent to properties within 200 feet.

D. Close Public Hearing – The public hearing was closed at 6:37 P.M.

E. Discussion – Stephen Kylberg asked if the granted variance would carry with the building to other uses, and Director Beau Perry confirmed that it would.

F. Consideration – Stephen Kylberg moved to approve the zoning variance request as presented. Vice-Chair Darren Mogonye seconded the motion. The motion passed unanimously with a vote of four (4) for and zero (0) against. Suzannah DesRoches was not required to vote for the motion.

IV. NEW BUSINESS (Cont.)

2. Project #202500014: A zoning variance from Section 46-635 in order to reduce the minimum onsite parking to zero spaces in the “C-2” – General Commercial District at 34 North Avenue C (Parcel No. 12331 Elgin City, Block 16, Lot 18, 19, 20 & 21 (FR), as located in Bastrop Co.). - Withdrawn by Applicant.

A. Staff Presentation – Director Beau Perry presented the project as being for the incoming Things Celtic curio shop in the downtown overlay. They had initially been informed that due to not being in the historic district they would require paved parking spaces, and because this would be cost-prohibitive for them they requested a variance to allow for no required parking. They were later informed that due to being in the downtown overlay they had alternative parking options beyond just pavement, and these options were more agreeable to the Applicant. As such they formally withdrew their application for the variance, but as it had been noticed in the paper it had to be addressed at this meeting.

V. ANNOUNCEMENTS

1. William McIlvain announced on behalf of Melissa Lipiec that the Board is still missing a Junior Alternate to take the place of David Lanford, and encouraged the Board members to reach out to potential interested candidates.

VI. ADJOURNMENT

The meeting was adjourned at 6:42 P.M.

Regan Dumbeck, Chair

ATTEST: _____
Melissa Lipiec, Secretary

On a motion by _____, seconded by _____ the foregoing instrument was passed and approved on this ____ day of _____, 2025.



Development Services Department

STAFF REPORT

Sign Variance

Project Number: 202500055

Date: June 4, 2025
Applicant: Things Celtic
Representative: Robert Rafferty
Hearing Dates: Board of Adjustment – June 12, 2025
Location: BCAD Parcel 12331, located at 34 N. Ave C across from the Post Office.
Please note that this property is located outside the Downtown Historic District.

APPLICATION SUMMARY

Consideration of a Section 32-217(3)(a) in order to increase the allowed area of a sign from 26.25 square feet to 31.667 square feet for a commercial establishment.

DEPARTMENT COMMENTS

The building frontage of Things Celtic along North Avenue C is 35 feet, so per the standards outlined in Section 32-217 of the Sign ordinance the maximum allowed area of the sign is 35 feet of frontage times 0.75 square feet = 26.25 square feet.

The layout of the proposed Things Celtic sign has letters which extend out irregularly from the mounting and which contains a three-foot span through which an electrical conduit connects both sides of the sign. Per Section 32-165, the sign area of such a sign is determined by drawing a rectangle that encompasses all components of the sign. Such a rectangle in this case, 20 inches in height and 19 feet in length, totals 31.667 square feet.

Per Division 4 of Chapter 32: The board of adjustment may grant variances for the following reasons:

- (1) To allow a setback for a sign that is less than the required setback.
- (2) To allow the area or height of a sign to be increased by up to 40 percent of the maximum height or area allowed.

The requested variance would increase the allowed area by approximately 20%, half of the maximum allowable increase per the terms of the sign variance application.

ATTACHMENTS

1. Vicinity Map
2. Application
3. Owner's Authorization
4. Sign Imagery
5. Sign Dimensions

BCAD 12331
SIGN VARIANCE
VICINITY MAP





Sign Variance Packet

Section 101: Submission Requirements:

Sign Variances may only be filed to reduce a sign setback or allow sign area increase of a maximum forty percent (40%) of sign area or height.

All schematics shall be drawn in accordance with the 2021 International Building Code Standards and 2020 National Electrical Code as adopted by the city. The following items shall be provided in order to begin completeness review, as applicable based on the types of signage:

- A. Submittal of appropriate filing fees for the application. **\$600.00 + 115% for any City third-party review, as needed.** **Note: All of the aforementioned fees are non-refundable.**
- B. Copy of the application with all information completely filled out and all applicable signatures.
- C. Narrative and evidence regarding how the project meet each of the following findings of fact:
 1. The lot on which the activity is located is unusually shaped or exhibits unusual topography; and
 2. Such physical characteristics prevent legal signage from identifying the activity as compared to legal signage identifying other activities in the immediate area.

Failure to provide evidence supporting variance request may result in denial.

- D. Site plan showing at minimum a scale and north arrow and any other information related to the variance request or placement of the signs.
- E. Schematics showing types of signage and general description of structural design, wiring diagrams, construction materials, height, width, lettering, perimeter and area dimensions (by square footage), means of support, method of illumination (may require separate electrical permit) and information relating to the variance request.

One (1) of each item shall be submitted in electronic format to planninganddevelopment@elgintexas.gov

Section 102: Submittal Review

This review is conducted by the Sign Administrator and may include other City Staff as necessary based on the types of signage with the application. This type of review will determine whether everything necessary has been submitted regarding the request. The City shall have ten (10) business days to review for applicable requirements. If the Administrator determines additional information is needed, the applicant will be sent notice of the deficiency with appropriate references to the application, City Code requirements, or other agreements. One (1) copy of any additional information must be submitted for review to the City.

Section 103: Board of Adjustment Consideration (Action)

Within thirty (30) days of application submittal by the applicant, the item shall be scheduled for the Board of Adjustment for a consideration (action), unless agreed upon longer by the applicant and City in writing.

SIGN VARIANCE APPLICATION

Date: 1-15-2025

SITE INFORMATION

Project Address: 34 N. Ave. C, Elgin, TX 78621

Parcel Identification Number (if no address): _____

APPLICANT / SIGN CONTRACTOR

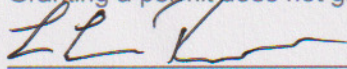
Contractor License Number: _____

Name: Things Celtic

Postal Address: 507 Pine Valley Loop, Smithville, TX 78957

E-Mail Address: jrrdesigns@gmail.com; Phone Number: 512-585-7744

The information given on this application is accurate to the best of my knowledge. All provisions of laws and ordinances governing this work will be complied with, whether specified on this application or not. Granting a permit does not give authority to violate or cancel provisions of any other state or local law.



Tawnia Richardson-Rafferty 5-15-2025

Signature

Printed Name

Date

BUSINESS OWNER / TENANT

Name: Things Celtic

Postal Address: 507 Pine Valley Loop, Smithville, TX 78957

E-Mail Address: jrrdesigns@gmail.com; Phone Number: 512-585-7744



802 N. Ave. C.
P.O. Box 591
Elgin, Texas, 78621



(512) 281-0119



www.elgintexas.gov

PROPERTY OWNER / MANAGER CONSENT

I have reviewed and approved this sign variance request.

R. Moore

Signature

Printed Name

Date

E-Mail Address: _____; Phone Number: _____

FOR OFFICE USE ONLY

Application Received

Date: _____

Board of Adjustment Consideration

Date: _____



OWNER'S AUTHORIZATION LETTER

Project Site Address: 34 North Avenue C

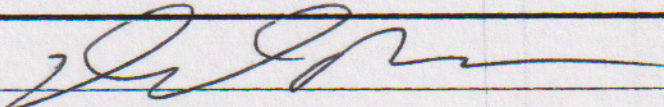
I/we hereby certify that I/we am/are the owner(s) of the above-described property. I/we am/are respectfully requesting processing and approval of permit(s) and/or project(s) reviews. I/we hereby authorize the Applicant listed on this letter to act on my/our behalf during the processing, review, presentation of this request and any inspections associated with this request. They shall be the principal contact with the City during the processing, review, presentation of this request and any inspections associated with this request

Things Celtic

2-2-2025

Name of Permit Applicant or Company (Print)

Date



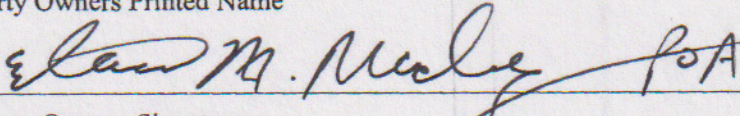
1st Property Owners Signature

Date 12-30-2024

Richard Nelson Moore

1st Property Owners Printed Name

Date



12/30/2024

2nd Property Owners Signature

Date

Elaine M. Moore

12-30-2024

2nd Property Owners Printed Name

Date

N/A

3rd Property Owners Signature

Date

N/A

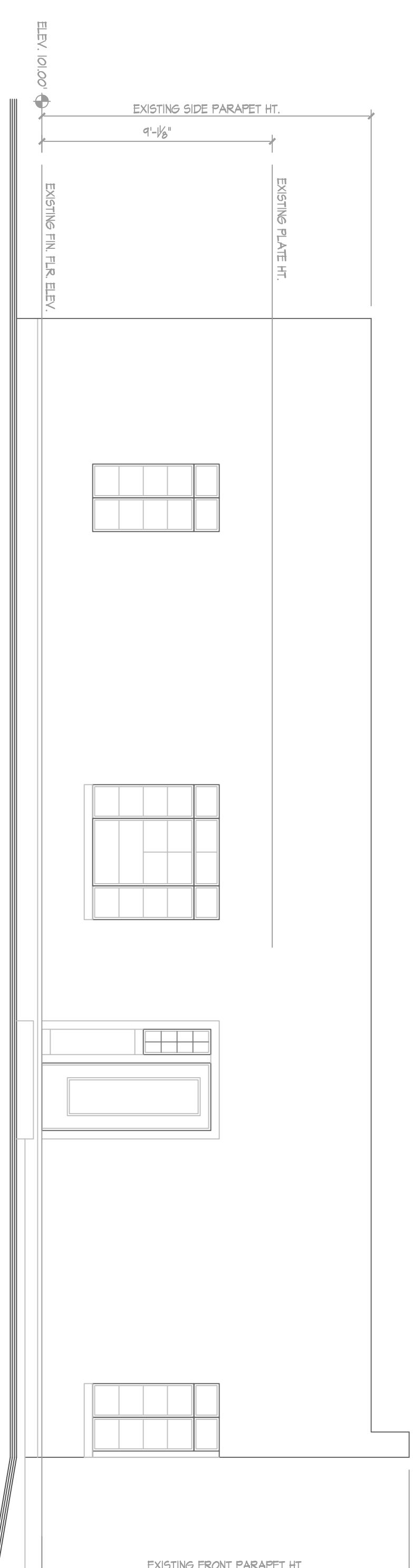
3rd Property Owners Printed Name

Date

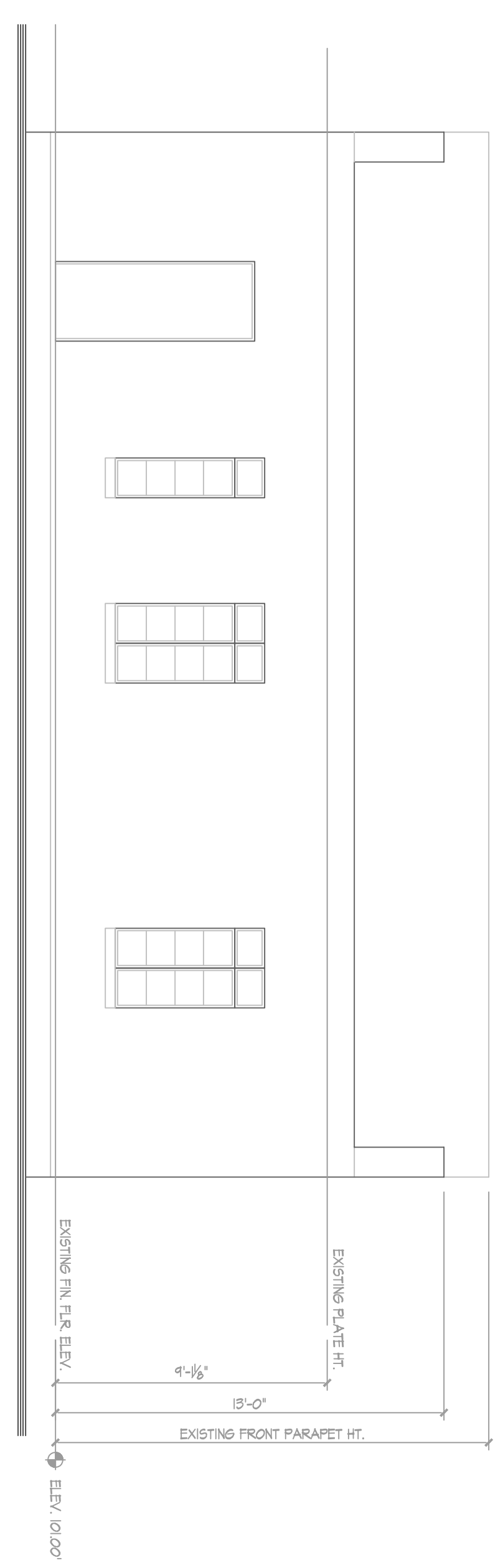
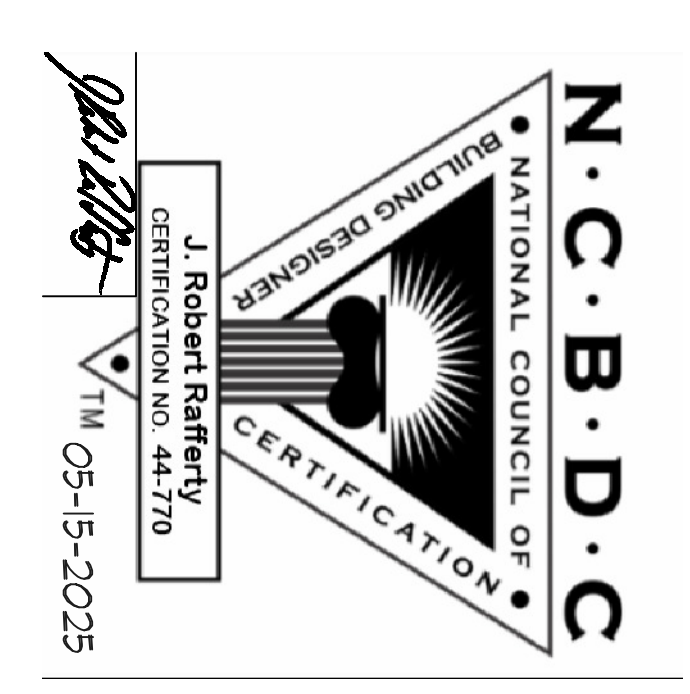
Additional owners please provide their signatures, date, printed name, and date on separate letter. Failure to provide additional property owner(s) and/or produce incorrectly may result in delay.

Be aware the person(s) who represent a corporation, limited liability company (LLC), or similar type of corporation regarding property ownership must provide documentation along with this letter indicating they have authority to sign for said corporation. Failure to provide may result in delay.

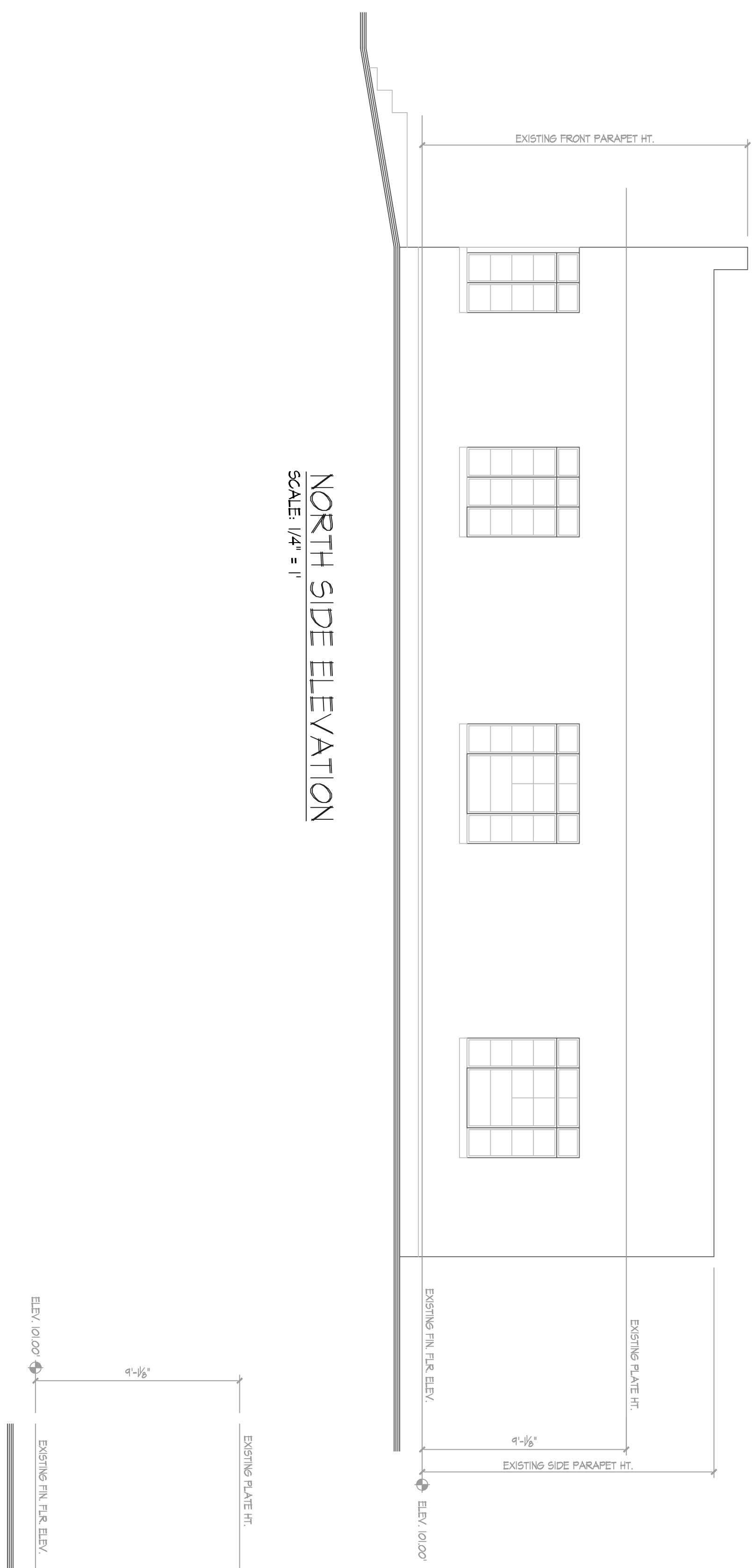
THINGS — CELTIC



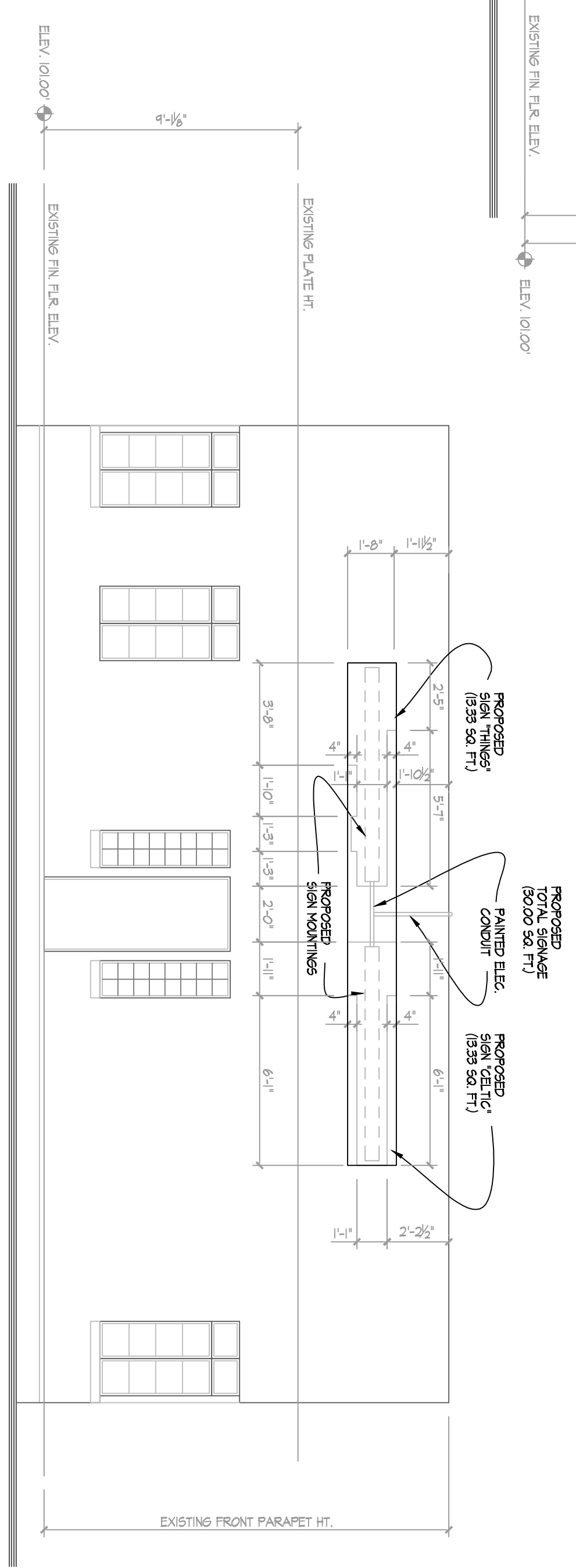
SOUTH SIDE ELEVATION
SCALE: 1/4" = 1'



REAR ELEVATION
SCALE: 1/4" = 1'



NORTH SIDE ELEVATION
SCALE: 1/4" = 1'



FRONT ELEVATION
SCALE: 1/4" = 1'

PROPOSED EXTERIOR ELEVATIONS
SCALE: 1/4" = 1'

SCALE: 1/4" = 1'-0"
DATE: MAY 15, 2025
JOB NO.: 20250101
SHEET NO.: **A2.2**
5 OF 6

PROPOSED EXTERIOR ELEVATIONS
PROJECT: **THINGS CELTIC**
34 N. AVENUE C, ELGIN, TX 78621
Builder accepts full responsibility for changing plans to ensure conformity with local codes. Should any changes be made to these plans by Builder or his representatives, Builder assumes full responsibility for amended plans and specifications.

JRR Designs
Phone: 1-512-585-7744
JRRDESIGNS@GMAIL.COM
C.P.B.D.
ALL RIGHTS RESERVED: All designs and concepts represented by this drawing and the accompanying documents are the sole property of JRR Designs, and may not be used, copied, or reproduced for any purpose without the written consent of JRR Designs.

MEMBER
A | B | D
AMERICAN INSTITUTE OF BUILDING DESIGN



Development Services Department

STAFF REPORT

Zoning Variance

Project Number: 202500040

Date: May 20, 2025
Applicant: Terrafemme Capital Group, LLC
Representative: Monica Jimenez
Hearing Dates: Board of Adjustment – June 12, 2025
Location: BCAD Parcel 14848, located at 509 W. Cleveland S, north of Hwy 290.

APPLICATION SUMMARY

Consideration of two separate zoning variances: A variance from Section 46-265 (2) granting a reduction of the side setback from 5' to 3'2" on the south side of the existing dwelling, and a variance from Section 36-171 to reduce to minimum width of the lot from 60' to 39' at the front building line.

DEPARTMENT COMMENTS

The applicant purchased the property via Bastrop County Sheriff's Auction in June 2024. In February, 2025 the applicant submitted a request for a building permit to remodel the existing dwelling. During the zoning review of this project, it was discovered that the lot would require platting, and the applicant was instructed to submit a short form plat application to be reviewed and approved before the building permit could be issued. The property is zoned [R-2](#) which has a lot area requirement of 7,500 s.f. (this lot is 7,797.24 s.f.) and a lot width requirement of 60 feet at the front building line (this lot is 39 feet wide). The side setback requirement is five feet (5') for one story buildings (the existing dwelling is 4.3' from the property line at the front of the structure and 3.2' from the property line at the rear of the structure). Variances for the lot width and side setbacks would need to be granted before that short form plat could be approved.

The Short Form Plat application has been submitted and is in the process of being reviewed.

In regard to the consideration, the Board has the option to approve, approve with conditions, deny or continue the item upon concurrence of the applicant. Upon denial, the application expires. **The concurring vote of four (4) members shall be necessary to decide in favor of the applicant.**

ATTACHMENTS

1. Applications
2. Deed and Owner's Authorization
3. Site Survey
4. Notice to 200' Property Owners

ZONING VARIANCE APPLICATION

Date: 4/15/2025

SITE INFORMATION

Project Address: 509 W Cleveland

Parcel Identification Number (if no address): BIGGS, ACRES 0.1790 Property ID 14848


APPLICANT

Name: Terraforme Capital Group, LLC. Monica Jimenez

Postal Address: 16805 Cypress Landing Cv, Austin TX 78717

E-Mail Address: shelterworksmgmt@gmail.com; Phone Number: 512-897-3678

The information given on this application is accurate to the best of my knowledge. All provisions of laws and ordi will be complied with, whether specified on this application or not.

	<u>Monica Jimenez</u>	<u>4/15/2025</u>
Signature	Printed Name	Date

Project Description: Requesting a variance for Zoning Code Sec. 36-171 which references the above Sec. 46-265 which requires the lot width within the R-2 district to be at least 60 feet wide at the front building line. The survey depicts a lot width of 39 feet at the front building line.





SHERIFF'S DEED

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

DATE OF SALE: June 4, 2024

DEFENDANT(S): Rudolfo Reyes AKA Rodolfo Reyes, Josefa Pena Reyes, Gloria Reyes Flores AKA Gloria Flores, Lillie Reyes Porrás AKA Lillie Porrás, Mary Alice Miranda AKA Mary Alice Reyes, John Hernandez, Joseph Hernandez, Josephine Miranda, Joel Miranda and Sylvia Duran Reyes AKA Sylvia Reyes

GRANTEE: Terrafemme Capital Group LLC

GRANTEE'S MAILING ADDRESS: c/o Monica Jimenez, 10917 Roy Butler Dr, Austin, Texas 78717-3907

PROPERTY: 0.1790 Acre, more or less, Biggs Addition to the City of Elgin, Bastrop County, Texas (Volume 132, Page 12 of the Deed Records, Bastrop County, Texas) Tax Account No. R14848

CONSIDERATION: \$60,000.00

TAX FORECLOSURE LAWSUIT: Cause No. 13663, The County of Bastrop, Texas v. Rudolfo Reyes et al, 335th Judicial District Court

SHERIFF: Maurice Cook

COUNTY: Bastrop County, Texas

NEWSPAPER: *Elgin Courier*

DATES OF PUBLICATION: May 8, 2024, May 15, 2024 and May 22, 2024

WHEREAS, by virtue of an Order of Sale issued by the Clerk of the 335th Judicial District Court in and for COUNTY, pursuant to a Judgment rendered in the TAX FORECLOSURE LAWSUIT listed above, I, Sheriff, after having advertised the sale of said PROPERTY by giving notice of the time and place of sale by advertisement in the English language, published once a week for three consecutive weeks preceding such sale, the first publication appearing not fewer than twenty days immediately preceding the date of sale, on the DATES OF PUBLICATION referenced above, in the NEWSPAPER, which newspaper is published in said COUNTY, stating in said advertisement a description of the PROPERTY, and by delivering a notice to the above named DEFENDANT(S), and on the DATE OF SALE, listed above, within the hours prescribed by law, sold said PROPERTY at public venue at the courthouse door of COUNTY or other area at the county courthouse or public place within a reasonable proximity of the county courthouse as determined by the Commissioners' Court of the COUNTY pursuant to Section 34.01, Texas Tax Code, at which sale the PROPERTY was struck off to the GRANTEE, for the amount of CONSIDERATION listed above, the GRANTEE being the highest bidder therefore, and that being the highest bid for same.

NOW, THEREFORE, I, Sheriff, in consideration of the premises aforesaid and the payment of said CONSIDERATION, the receipt of which is hereby acknowledged, have granted, sold and conveyed, and by these presents do grant, sell and convey to the GRANTEE all of the estate, right, title and interest which the DEFENDANT(S) in the TAX FORECLOSURE LAWSUIT had on the date said Judgment was rendered or at any time afterwards acquired, in and to the PROPERTY, together with, all and singular, the rights, privileges, and appurtenances to the same belonging. There is excluded and excepted from this conveyance any and all warranties, express or implied, regarding the PROPERTY, including without limitation, any and all warranties arising by common law or any implied warranties arising under Section 5.023 of the TEXAS PROPERTY CODE or its successor. This PROPERTY is sold "AS IS" with all faults.

TO HAVE AND TO HOLD the PROPERTY unto the said GRANTEE, the GRANTEE'S successors and assigns, forever, as fully and as absolute as I, as Sheriff aforesaid, can convey by virtue of said Judgment and Order of Sale, subject, however, to the DEFENDANT(S) in the TAX FORECLOSURE LAWSUIT rights to redeem the same in the manner prescribed by law, and to such and further conditions and stipulations as may be applicable under the provisions of TEXAS TAX CODE Chapter 34.

This deed is made expressly subject to the property taxes for the tax year 2023 and subsequent years.

This deed is made expressly subject to all easements, restrictions and reservations of record in the COUNTY. When the context requires, singular nouns and pronouns include the plural.

IN TESTIMONY WHEREOF, I have hereunto set my hand this the 6th day of JUNE, 2024.

MAURICE COOK
Sheriff, Bastrop County, Texas

By: [Signature]

BRIAN GARVEL, Deputy Sheriff

STATE OF TEXAS

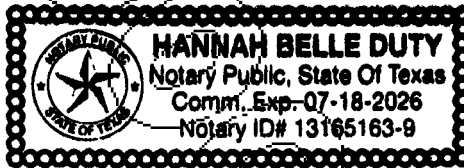
COUNTY OF BASTROP

Before me, the undersigned authority, on this day personally appeared BRIAN GARVEL, Deputy Sheriff, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein stated, and in the capacity therein set forth.

Given under my hand and seal of office, this 6 day of June, 2024.

[Signature]
Notary Public, State of Texas

After Recording, Return to:
Terrafemme Capital Group LLC
c/o Monica Jimenez
10917 Roy Butler Dr
Austin, Texas 78717-3907



FILED AND RECORDED
OFFICIAL PUBLIC RECORDS



[Signature]
KRISTA BARTSCH, County Clerk
Bastrop Texas

June 10, 2024 02:43:29 PM

REBECCAGOSCINSKI

FEE: \$29.00
SHRFDEED

202409290

OWNER'S AUTHORIZATION LETTER

I/we hereby certify that I/we am/are the owner(s) of the above-described property. I/we am/are respectfully requesting processing and approval of permit(s) and/or project(s) reviews. I/we hereby authorize the Applicant listed on this letter to act on my/our behalf during the processing, review, presentation of this request and any inspections associated with this request. They shall be the principal contact with the City during the processing, review, presentation of this request and any inspections associated with this request

Monica Jimenez, Terrafemme Capital group

2/7/25

Name of Applicant or Company (Print)

Date

Monica Jimenez

2/7/25

1st Owners Signature

Date

Monica Jimenez

1st Owners Printed Name

Date

Ruth Benning

2nd Owners Signature

Date

Ruth Benning

2nd Owners Printed Name

Date

Esthela Diaz de May

3rd Owners Signature

Date

Esthela Diaz de May

3rd Owners Printed Name

Date

Additional owners please provide their signatures, date, printed name, and date on separate letter. Failure to provide additional property owner(s) and/or produce incorrectly may result in delay.

Be aware the person(s) who represent a corporation, limited liability company (LLC), or similar type of corporation regarding property ownership must provide documentation along with this letter indicating they have authority to sign for said corporation. Failure to provide may result in delay.

Erica Phillips

4th Owner Signature

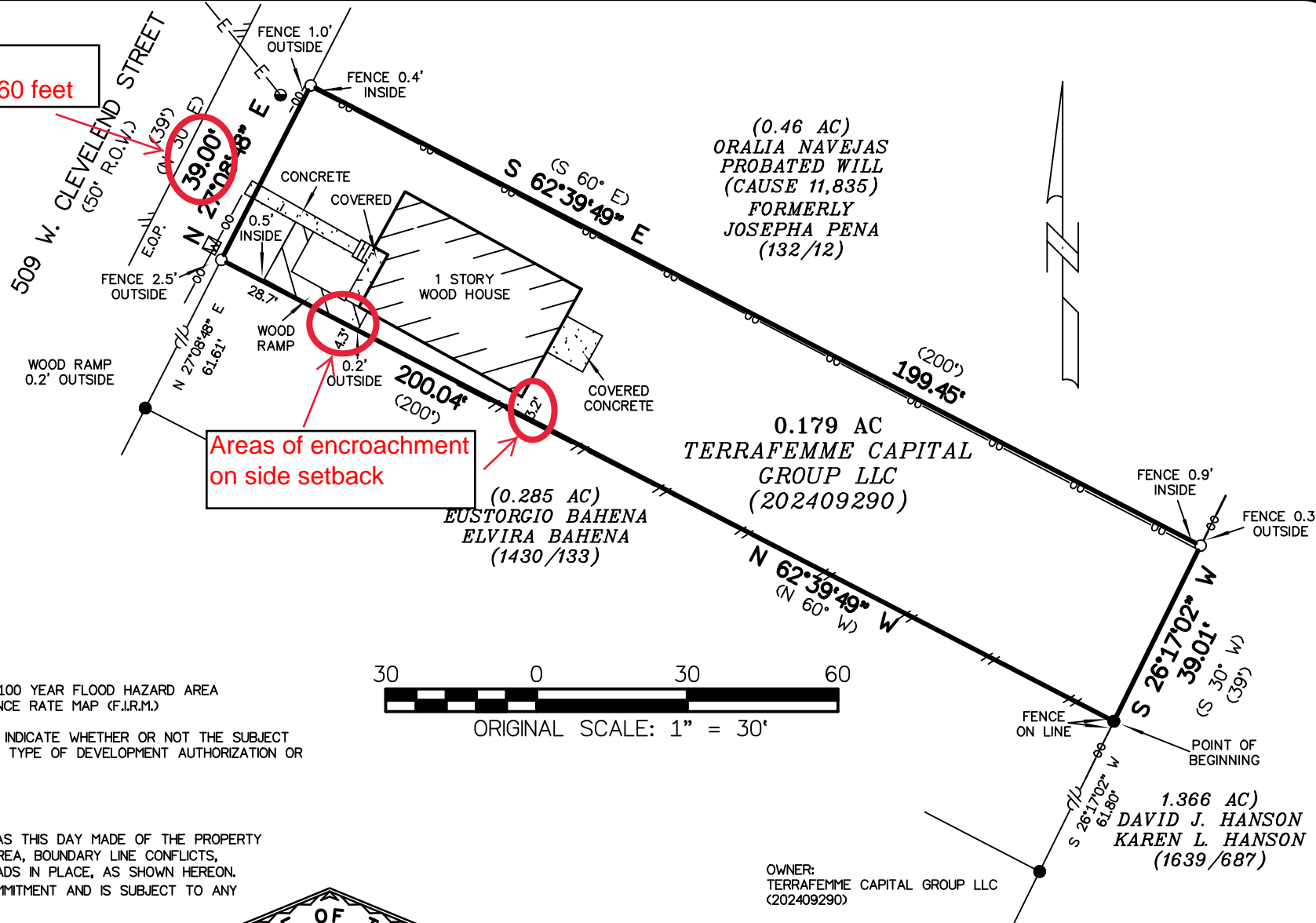
Erica Phillips

4th Owner Name

R-2 lot width requirement is 60 feet

LEGEND

- IRON ROD SET
- IRON ROD FOUND
- ⊙ POWER POLE
- ⊕ WATER METER
- \\— WOOD FENCE
- 8— CHAIN LINK FENCE
- E— OVERHEAD ELECTRICAL LINE
- (XXX) RECORD DATA
- E.O.P. EDGE OF PAVEMENT



Areas of encroachment on side setback

NOTE: HORIZONTAL CONTROL (BEARING BASIS) PER GRID NORTH, TEXAS CENTRAL COORDINATE ZONE, NAD83.

FLOOD NOTE:
 THE SUBJECT PROPERTY IS LOCATED IN ZONE X AND IS NOT WITHIN THE 100 YEAR FLOOD HAZARD AREA SHOWN ON FEDERAL EMERGENCY MANAGEMENT AGENCY (F.E.M.A.) FLOOD INSURANCE RATE MAP (F.I.R.M.) PANEL NO. 48021C 0100 E DATED JAN. 19, 2006.
 WARNING: THIS FLOOD NOTE IS FOR INFORMATIONAL PURPOSES ONLY, DOES NOT INDICATE WHETHER OR NOT THE SUBJECT PROPERTY DOES OR DOES NOT FLOOD AND IS NOT TO BE CONSIDERED AS ANY TYPE OF DEVELOPMENT AUTHORIZATION OR FLOOD TYPE STUDY.



TO THE OWNERS AND LIENHOLDERS:

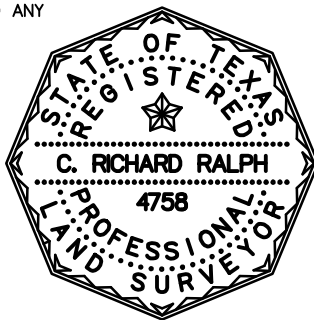
THE UNDERSIGNED DOES HEREBY CERTIFY THAT AN ON THE GROUND SURVEY WAS THIS DAY MADE OF THE PROPERTY AS DESCRIBED HEREON AND IS CORRECT, WITH DISCREPANCIES, SHORTAGES IN AREA, BOUNDARY LINE CONFLICTS, ENCROACHMENTS, OVERLAPPING OF IMPROVEMENTS, VISIBLE UTILITY LINES OR ROADS IN PLACE, AS SHOWN HEREON. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A CURRENT TITLE COMMITMENT AND IS SUBJECT TO ANY EASEMENTS HERETOFORE GRANTED, NOT RELEASED AND NOT SHOWN HEREON.

C. Richard Ralph

11/21/2024
DATE

RICHARD RALPH
PROFESSIONAL LAND SURVEYOR

REG. PROFESSIONAL LAND SURVEYOR 4758
 PH: (512) 303-0952 116 TAHITIAN DRIVE
 PROFLLNSUR@AOL.COM BASTROP, TEXAS 78602



OWNER:
TERRAFEMME CAPITAL GROUP LLC
(202409290)

REFERENCE:

MONICA JIMENEZ

PROPERTY:

0.179 ACRE OF LAND OUT OF THE W. H. BIGGS ADDITION, A SUBDIVISION PER VOLUME 43, PAGE 595, DEED RECORDS AND PER MAP OF ELGIN, CAB 1, PG 100B, PLAT RECORDS, BASTROP COUNTY, TEXAS
 -METES AND BOUNDS DESCRIPTION PREPARED HEREWITH-

DRAWN: CRR DATE: 11/21/2024 REVISED:
 CHECKED: CRR PROJECT NO.: 24192 FB: 196/67



May 27, 2025

NOTICE OF A ZONING VARIANCE REQUEST

You are being notified because your property is located within two hundred (200) feet of this request. The attached map shows this lot making the request (red solid shape) and your lot within the notice area (blue circle). This notice is to inform you of a public hearing to be held by the Board of Adjustment as denoted below:

Project #202500040: A zoning variance from Section 46-265 (2) in order to reduce the requirement for a five foot (5') setback in the side yard to three feet, two inches (3', 2") on the south side of the property, and a zoning variance from Section 36-171 in order to reduce the minimum lot width from sixty feet (60') to thirty-nine feet (39') at the front building line in the "R-2" Single Family and Duplex Dwelling District located at 509 W. Cleveland St (Parcel number 14848, BIGGS, ACRES 0.1790, as located in Bastrop Co.).

Notice is given of a public hearing to be held by the Board of Adjustment on **June 12, 2025**, beginning at **6:30 P.M.** Central Standard Time for consideration. This meeting is to be held at Elgin Public Library Annex (Civic Center) at 404 N. Main St. Elgin, TX, 78621, U.S.A. The public is welcome to attend and may give a public comment on this item. Any person may be represented by another person, neighbor, or attorney.

Any interested person may also express written comments by emailing the Development Services Department at planninganddevelopment@elgintexas.gov or by postal mail at the following:

City of Elgin
Development Services Department
P.O. Box 591
Elgin, TX 78621 U.S.A.

Requests for any additional information may be directed to planninganddevelopment@elgintexas.gov or to (512) 281-0119 or may be requested from the Development Services Department, Fleming Center, 802 N. Avenue C, Elgin, TX 78621 U.S.A. from 8:30 A.M – 4:00 P.M. Central Standard Time, Monday – Friday.

BCAD 14848
200' VARIANCE
NOTIFICATION

Red Shading: Parcel 14848
Requesting Zoning Variance
Blue Shading: Notified Properties
Within 200'



Development Services Department

STAFF REPORT

Zoning Variance

Project Number: 202500045

Date: June 4, 2025
Applicant: Brightland Homes
Representative: Haley Steve
Hearing Dates: Board of Adjustment – June 12, 2025
Location: TCAD Parcel 994934, located at 13512 Barn Chime St in Section 1 of the Creeks Crossing subdivision, north of Hwy 290.

APPLICATION SUMMARY

Consideration of a zoning variance from Section 46-303 (2) in order to reduce the requirement for a five-foot (5') setback in the side yard to three feet, seven inches (3', 7") to allow for the placement of a forty-eight inch (48") prefabricated AC pad on the southwest side of the property.

DEPARTMENT COMMENTS

The property is part of a Planned Development District for Creeks Crossing Section 1 which has its own development standards as outlined in the PDD Document. These standards include a minimum side setback of 5' for either 1 or 2-story houses. The site plan submitted with the building permit application showed the A/C pad to be behind the house, next to the garage. The four-foot prefabricated AC pad placed within the side setback of this lot would be in violation of these terms, so the applicant is requesting a variance from this PDD Zoning requirement. As the issue applies only to this and one other property in their current Section, they elected to apply for a variance instead of request amendment of the PDD Document in whole.

In regard to the consideration, the Board has the option to approve, approve with conditions, deny or continue the item upon concurrence of the applicant. Upon denial, the application expires. **The concurring vote of four (4) members shall be necessary to decide in favor of the applicant.**

ATTACHMENTS

1. Application
2. Deed and Owner's Authorization
3. Narrative Request for Variance
4. Development Standards (PDD Exhibit C)
5. Original Approved Site Plan
6. Revised Site Plan
7. Notice to 200' Property Owners

ZONING VARIANCE APPLICATION

Date: _____

SITE INFORMATION

Project Address: _____

Parcel Identification Number (if no address): _____

APPLICANT

Name: _____

Postal Address: _____

E-Mail Address: _____; Phone Number: _____

The information given on this application is accurate to the best of my knowledge. All provisions of laws and ordinances governing this work will be complied with, whether specified on this application or not.

Signature

Printed Name

Date

Project Description:



Narrative Request for Variance

13512 Barn Chime Street

We are requesting a variance to have the AC condenser placed unobtrusively on the side of the homes for our 2140 plan as the back patio is flush with the garage. The requested variance will not be contrary to the public interest as the side yard placement of the AC condensers will not interfere with public infrastructure, visibility, or neighborhood aesthetics, as the units will be positioned discreetly and within code-prescribed setback limits. This variance will enhance the functionality and livability of the homes without adverse effects on the surrounding community.

The 2140 plan homes feature a unique rear design wherein the covered patio is constructed flush with the garage. This layout eliminates the useable rear yard space typically available for AC condenser placement. Enforcing the literal requirement to locate the condenser at the rear would necessitate costly structural modifications or result in placing the unit in an impractical location with restricted airflow and/or increased maintenance difficulty, thus qualifying as a special condition under zoning variance standards.

The purpose of the zoning ordinance is to ensure safe, orderly, and visually coherent development. This request aligns with that intent. Allowing the condensers to be located on the side of the homes, where they are less obtrusive and can function properly supports property value, while ensuring a safe and healthy living environment.

The request remains consistent with both the public interest and the goals of the zoning ordinance. By granting this variance the City of Elgin supports thoughtful adaptation to unique home designs while continuing to uphold the zoning code's objectives.

Thank you for your time and consideration.

**EXHIBIT “C”
DEVELOPMENT PLAN**

A. Applicability and Base Zoning

All aspects regarding the development of this Property shall comply with the City of Elgin Code of Ordinances in effect on (THE EFFECTIVE DATE) except as established in this exhibit, titled Exhibit “C” and described in this Agreement.

All development within the Property will comply with the modified development standards of **Exhibit “C”**. In the case that this exhibit does not address a specific City requirement, the Elgin Code of Ordinances shall apply. In the event of a conflict between this exhibit and the Code of Ordinance on (THE EFFECTIVE DATE), this exhibit shall control.

B. Single Family Residential Lot Design Standards

The development of the Property will not exceed 287 single-family residential units. The potential product shall be developed in compliance with **Table B.1**.

In addition to the design standards outlined in **Table B.1**, the following standards shall also apply:

1. Residential lot widths shall be measured from the front setback building line as established below. Alley load lots: Lots along the Major Arterial shall be rear alley load, may be 45-feet in width or larger, and have a minimum Lot Area of 4,950 square feet. All other lots shall be Front load lots with driveways directly onto a public street and shall follow Table B.1 below;

<u>Table B.1</u> Residential Development Standards	
FRONT LOAD A	
Lot Width Minimum	50 feet
Lot Depth Minimum	110 feet*
Setbacks	
Front (Min.)	15 feet
Rear (Min.)	10 feet
Garage Setback (Min.)	20 feet
Side (Min.)	5 feet (1 or 2 story)
Corner (Min.)	15 feet
Building Height	35 feet
Minimum Lot Area	5,500 square feet
*Excluding cul-de-sacs/knuckles.	

C. Roadway Standards

1. Collector streets shall have a minimum centerline radius of 300 feet (300’); 60-foot wide of right-of-way; and 40 feet face-to-face of pavement.
2. Local streets shall have a minimum centerline radius of 275 feet (275’); 50-foot wide of right-of-way; and 30 feet face-to-face of pavement.
3. Rollover curbs (6 inch) may be used on all roadway types consistent with the Typical Cross Section exhibits within this Agreement, provided no sidewalk may be located any closer than 3-feet behind rollover curbs (the clear zone).
4. The block length requirements per City of Elgin Sec. 36-202 are modified as shown in the Concept Plan and are approved with this Agreement. Approved modifications to the Concept Plan that affect block length will also be permitted per this Agreement.
5. Sidewalks in front of residential lots will be installed during the installation of the residential landscape on said residential lot and prior to issuance of certificate of occupancy.
6. Sidewalks along roadways in which there is not a residential lot shall be installed during the construction of each subdivision phase and roadway improvements.
7. Local and arterial roadways may cross at two (2) locations as shown on the concept plan and that a waiver is requested to Section 36-78(d), City Code to allow for full left turn ability.

D. Drainage and Grading

1. Drainage collection facilities dedicated to the public and within proposed right-of-way will be designed to City Codes. Drainage facilities on private lots or private drainage easements will be owned and maintained privately by lot owners and may be constructed with a mix of open channel and underground storm sewers. Design criteria shall be based on the City of Elgin Construction Standards, Atlas 14 rainfall intensities, SCS/Unit Hydrograph, Rational Method, TR-55, HEC HMS, and engineering recommendations provided by the design engineer for private drainage facilities, and per City Code for all public drainage facilities. Private drainage facilities will be clearly indicated on the construction plans.
2. All cut and fill land balancing shall be limited to a maximum of twelve feet (12’), except when filling of the existing stock tanks.

E. Signage

The control and placement of all signs is especially important to the aesthetic harmony of the Project. A critical component of a cohesive community is the sense of place and identity.

A Master Sign Plan has been prepared as a component of this Agreement. **Exhibit “E”** identifies the sign types, quantities and locations of signs that may be constructed within the Project. Approval of these development standards is intended to permit the number and locations for the community signs as indicated and allow a consistent signage package within the community.

Approval of the development standards shall permit signage at the indicated locations on **Exhibit “E”** but shall not be interpreted as approval of a sign permit. Each proposed sign within these development standards must be submitted to the inspection department for review and permit.

The Master Sign Plan shall include the following type of signs. The sign face area, sizes and quantities of signs shall be governed by the standards identified on **Exhibit “E”** and

Exhibit “E-1”. The graphics included in **Exhibit “E-1”** do not depict actual sign form, but rather the scale and massing that may be constructed.

Sign face area shall be defined as the area included within the smallest rectangle that can encompass the sign letters. The sign face area does not apply to logos, which will be considered a design feature separate from the sign face area.

1. Primary Community Entry Signs

Primary community entry signs (total not to exceed two (2)) may be located at each entrance into the Project.

2. Special Signs

The Directional/Lifestyle Signs category includes a series of signs (total not to exceed five (5)) used to create a strong sense of place and guide people within the Project.

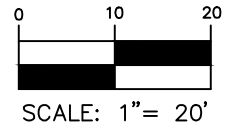
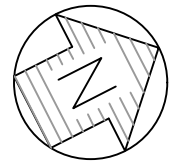
F. Sign Lighting

All signs constructed within the Project may be illuminated in order to increase visibility and/or enhance the aesthetics of the sign design. Sign lighting shall adhere to the following standards:

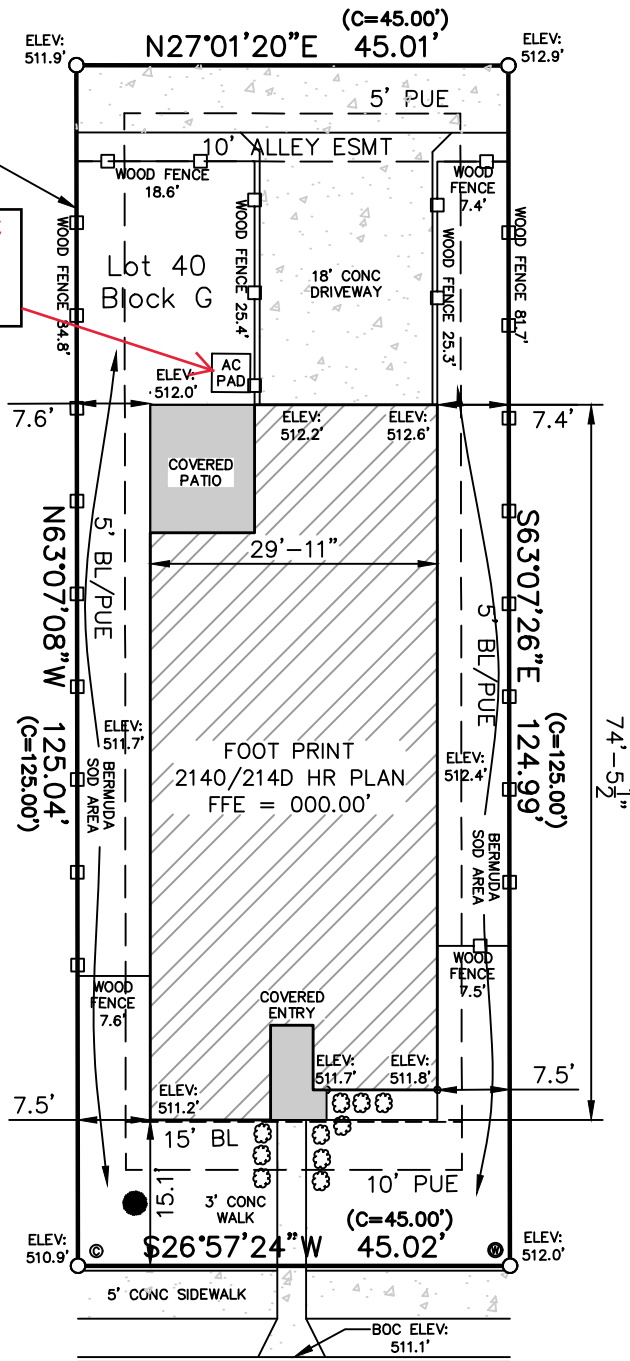
1. Illumination shall be shielded so there is no glass in the public right-of-way and adjacent properties.
2. Illumination may include lighted cabinet, halo lighting, wall wash up lighting, landscape upward-pointed lighting, and under cap lighting.
3. Illumination may be white or colored.
4. Illumination must be steady. Flashing, moving, and intermittent lights are prohibited.

STRUCTURAL OPTIONS:
1. NONE

PLOT PLAN



Original location of the A/C pad as submitted and approved for permitting.



SOD CALCULATIONS:

FRONT & SIDE	925 SQ. FT.
FRONT & SIDE	103 SQ. YD.
REAR	1,635 SQ. FT.
REAR	182 SQ. YD.
FRONT ROW	181 SQ. FT.
FRONT ROW	20 SQ. YD.
TOTAL SOD	2,741 SQ. FT.
TOTAL SOD	305 SQ. YD.

FLATWORK AREAS:

PRIVATE WALK	46 SQ. FT.
PRIVATE DRIVE	514 SQ. FT.
ALLEY	315 SQ. FT.
APPROACH	37 SQ. FT.
PUBLIC WALK	210 SQ. FT.
TOTAL FLATWORK	1,122 SQ. FT.

FENCE LENGTH 258 LINEAR FT.

IMPERVIOUS COVERAGE CALCULATIONS:

LOT AREA:	5,627 SQ. FT.
FOUNDATION AREA:	2,192 SQ. FT.
FOUNDATION COVERAGE:	39.0%
FLATWORK AREA:	875 SQ. FT.
FLATWORK COVERAGE:	15.5%
TOTAL AREA:	3,067 SQ. FT.
TOTAL COVERAGE:	54.5%

LEGEND

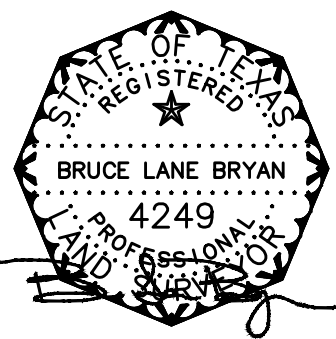
	BOUNDARY LINE
	EASEMENT LINE
	BUILDING LINE
	FENCE
	CONCRETE
	PROPERTY CORNER
	WATER METER
	CLEAN OUT

CONFIGURATION	TYPE A	QUANTITY	SYMBOL	LANDSCAPE - INTERIOR LOTS	NOTES
5 GAL. PLANTS		10			LOCATED IN FRONT OF THE HOUSE (SEE APPROVED PLANT LIST IN (SEE DESIGN GUIDELINES)
LARGE SHADE TREES (2" CALIBER)		1			LOCATED IN FRONT OF THE HOUSE (SEE APPROVED PLANT LIST IN (SEE DESIGN GUIDELINES)

BARN CHIME STREET (50' ROW)

GENERAL NOTE:

- THE PURPOSE OF THIS PLAN IS TO SHOW THE PURPOSED BUILDING FOOTPRINT AS DEFINED BY THE METES AND BOUNDS OF THE RECORDED PLAT.
- DIMENSIONS, SETBACKS, EASEMENTS, PLAN SELECTION, AND ANY OTHER INFORMATION SHOWN HERE IN SHALL BE VERIFIED AT PERMITTING AND PRIOR TO CONSTRUCTION FOR ACCURACY AND COMPLIANCE WITH ALL APPLICABLE CODES AND ORDINANCES.
- BUILDER SHALL VERIFY ALL DIMENSIONS, BUILDING SETBACKS, EASEMENTS AND BUILDING PLACEMENTS FOR COMPLIANCE WITH ALL ORDINANCES AND RESTRICTIONS AND SHALL NOTIFY THIS OFFICE OF ANY ERRORS, OMISSIONS OR DISCREPANCIES PRIOR TO THE ONSET OF CONSTRUCTION. THIS PLOT SURVEY HAS BEEN DRAWN BASED ON AN ON-THE-GROUND SURVEY AND INFORMATION PROVIDED BY THE BUILDER AND IS SUBJECT TO ANY AND ALL BUILDING LINES, EASEMENTS AND RESTRICTIONS NOT SHOWN HERE. BUILDER SHALL LOCATE AND VERIFY ANY AND ALL ADDITIONAL BUILDING LINES, EASEMENTS AND RESTRICTIONS PRIOR TO ONSET OF CONSTRUCTION.
- ALL CALCULATIONS FOR SOD AND/OR CONCRETE ARE APPROXIMATIONS



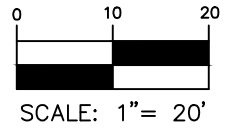
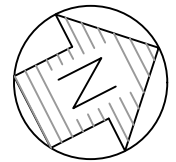
LOT: 40 BLOCK: G
SUBDIVISION: CREEKS CROSSING, SEC. 1
ADDRESS: 13512 BARN CHIME STREET TRAVIS COUNTY, TEXAS
DATE: 1 / 16 / 2025
DRAWN BY: B. HEEKE TBPLS FIRM NO. 10128500



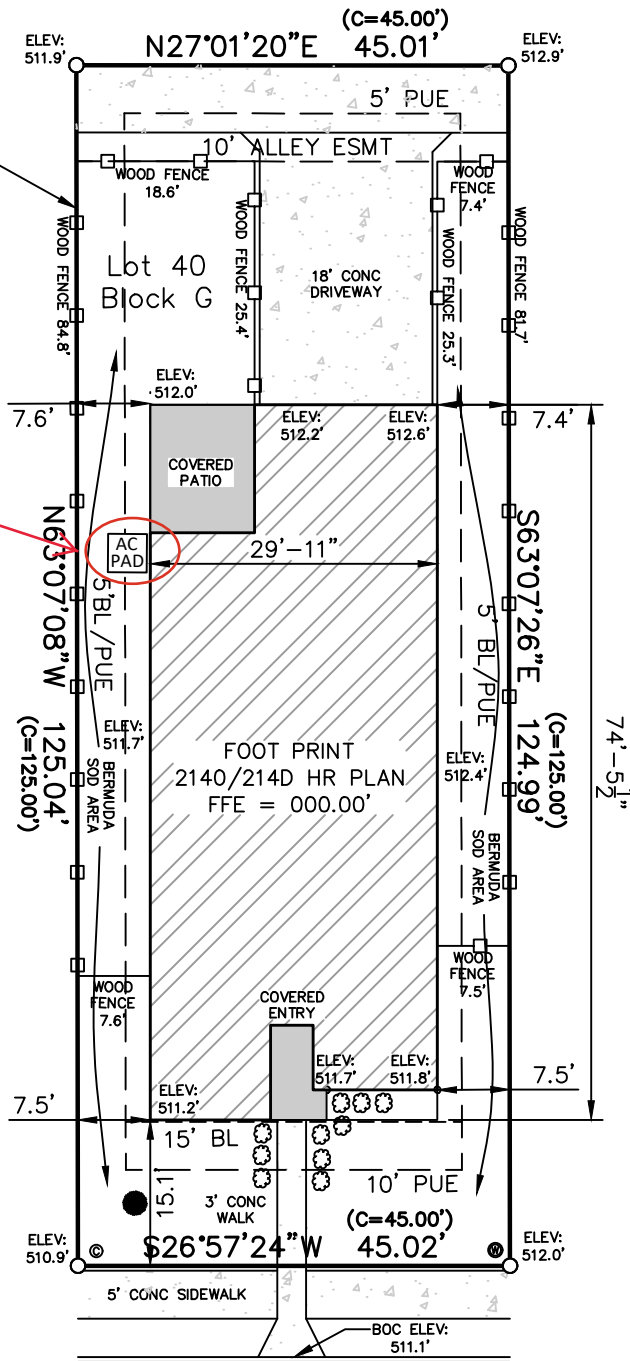
BTS
BRYAN TECHNICAL SERVICES, INC.
911 N. MAIN STREET / TAYLOR, TEXAS 76574
PH 512-352-9090

STRUCTURAL OPTIONS:
1. NONE

PLOT PLAN



New location of A/C pad within the side setback area.



SOD CALCULATIONS:

FRONT & SIDE	925 SQ. FT.
FRONT & SIDE	103 SQ. YD.
REAR	1,635 SQ. FT.
REAR	182 SQ. YD.
FRONT ROW	181 SQ. FT.
FRONT ROW	20 SQ. YD.
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LEGEND

	BOUNDARY LINE
	EASEMENT LINE
	BUILDING LINE
	FENCE
	CONCRETE
	PROPERTY CORNER
	WATER METER
	CLEAN OUT

CONFIGURATION	TYPE A	QUANTITY	SYMBOL	LANDSCAPE - INTERIOR LOTS	NOTES
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- ALL CALCULATIONS FOR SOD AND/OR CONCRETE ARE APPROXIMATIONS

LOT: 40 BLOCK: G

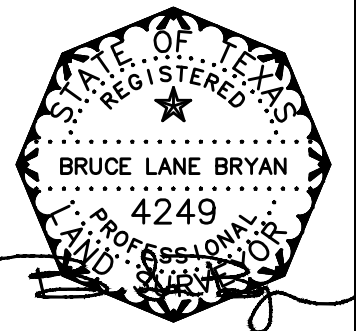
SUBDIVISION: CREEKS CROSSING, SEC. 1
ADDRESS: 13512 BARN CHIME STREET
TRAVIS COUNTY, TEXAS

DATE: 1 / 16 / 2025

DRAWN BY: B. HEEKE TBPLS FIRM NO. 10128500



BRYAN TECHNICAL SERVICES, INC.
911 N. MAIN STREET / TAYLOR, TEXAS 76574
PH 512-352-9090





May 27, 2025

NOTICE OF A ZONING VARIANCE REQUEST

You are being notified because your property is located within two hundred (200) feet of this request. The attached map shows this lot making the request (blue outlined rectangle) and your lot within the notice area (blue bubble). This notice is to inform you of a public hearing to be held by the Board of Adjustment as denoted below:

Project #202500045: A zoning variance from Section 46-303 (2) in order to reduce the requirement for a five foot (5') setback in the side yard to three feet, seven inches (3', 7") to allow for the placement of a forty-eight inch (48") prefabricated AC pad on the southwest side of the property in a Planned Development District referencing "R-3" Single Family, Duplex, and Zero Lot Line Two Family Dwelling District located at 13512 Barn Chime St (Parcel number 994934, CREEKS CROSSING SEC 1 BLK G LOT 40.).

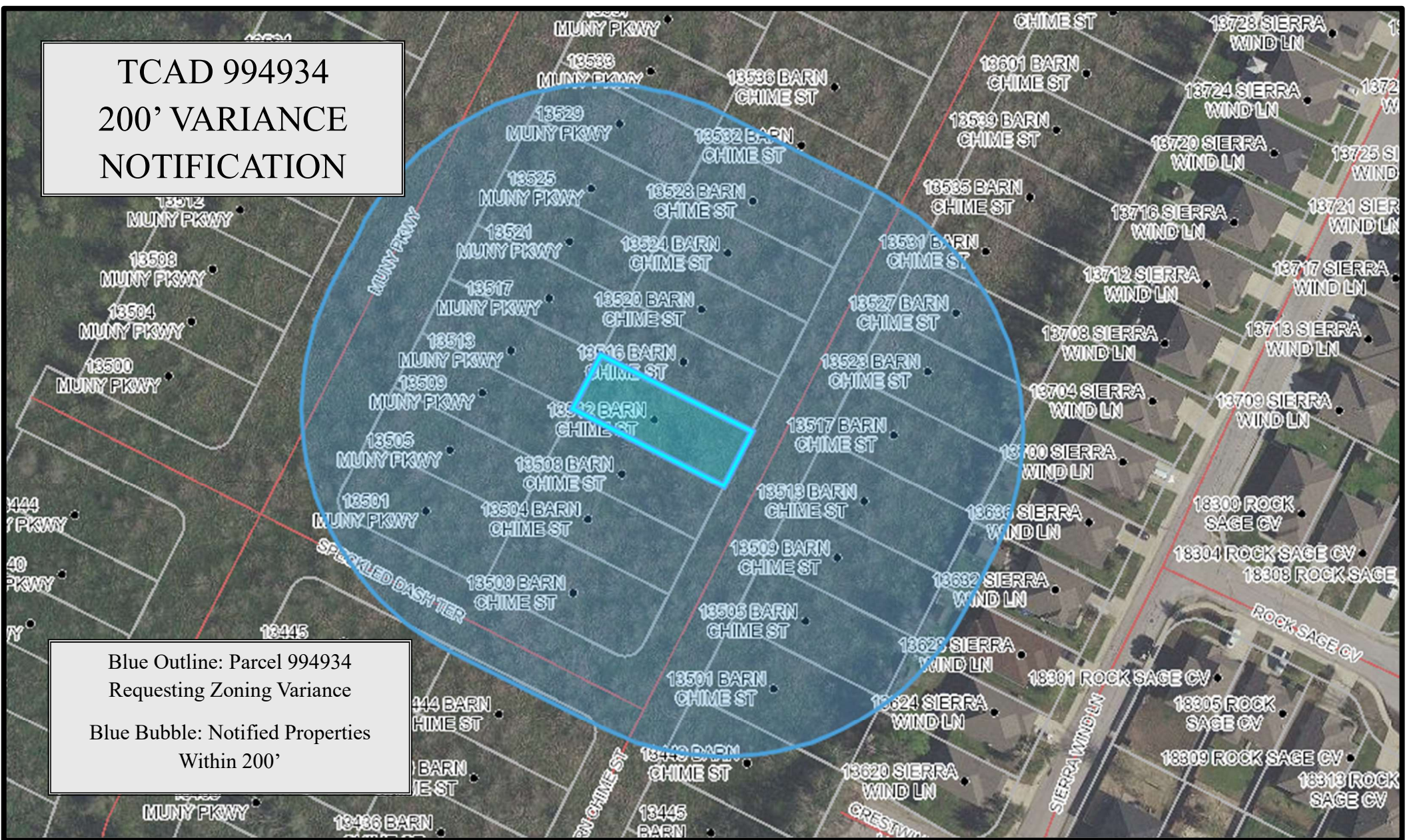
Notice is given of a public hearing to be held by the Board of Adjustment on **June 12, 2025**, beginning at **6:30 P.M.** Central Standard Time for consideration. This meeting is to be held at Elgin Public Library Annex (Civic Center) at 404 N. Main St. Elgin, TX, 78621, U.S.A. The public is welcome to attend and may give a public comment on this item. Any person may be represented by another person, neighbor, or attorney.

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City of Elgin
Development Services Department
P.O. Box 591
Elgin, TX 78621 U.S.A.

Requests for any additional information may be directed to planninganddevelopment@elgintexas.gov or to (512) 281-0119 or may be requested from the Development Services Department, Fleming Center, 802 N. Avenue C, Elgin, TX 78621 U.S.A. from 8:30 A.M – 4:00 P.M. Central Standard Time, Monday – Friday.

TCAD 994934 200' VARIANCE NOTIFICATION



Blue Outline: Parcel 994934
Requesting Zoning Variance

Blue Bubble: Notified Properties
Within 200'



Development Services Department

STAFF REPORT

Zoning Variance

Project Number: 202500046

Date: June 4, 2025
Applicant: Brightland Homes
Representative: Haley Steve
Hearing Dates: Board of Adjustment – June 12, 2025
Location: TCAD Parcel 994939, located at 13505 Muny Pkwy in Section 1 of the Creeks Crossing subdivision, north of Hwy 290.

APPLICATION SUMMARY

Consideration of a zoning variance from Section 46-303 (2) in order to reduce the requirement for a five-foot (5') setback in the side yard to four feet, two inches (4', 2") to allow for the placement of a forty-eight inch (48") prefabricated AC pad on the southwest side of the property.

DEPARTMENT COMMENTS

The property is part of a Planned Development District for Creeks Crossing Phase 2&3 which has its own development standards as outlined in the PDD Document. These standards include a minimum side setback of 5' for either 1 or 2-story houses. The site plan submitted with the building permit application showed the A/C pad to be behind the house, next to the garage. The four-foot prefabricated AC pad placed within the side setback of this lot would be in violation of these terms, so the applicant is requesting a variance from this PDD Zoning requirement. As the issue applies only to this and one other property in their current Section, they elected to apply for a variance instead of request amendment of the PDD Document in whole.

In regard to the consideration, the Board has the option to approve, approve with conditions, deny or continue the item upon concurrence of the applicant. Upon denial, the application expires. **The concurring vote of four (4) members shall be necessary to decide in favor of the applicant.**

ATTACHMENTS

1. Application
2. Deed and Owner's Authorization
3. Development Standards (PDD Exhibit C)
4. Site Survey
5. Notice to 200' Property Owners

ZONING VARIANCE APPLICATION

Date: _____

SITE INFORMATION

Project Address: _____

Parcel Identification Number (if no address): _____

APPLICANT

Name: _____

Postal Address: _____

E-Mail Address: _____; Phone Number: _____

The information given on this application is accurate to the best of my knowledge. All provisions of laws and ordinances governing this work will be complied with, whether specified on this application or not.

_____	_____	_____
Signature	Printed Name	Date

Project Description:



Narrative Request for Variance

13505 Muny Parkway

We are requesting a variance to have the AC condenser placed unobtrusively on the side of the homes for our 2140 plan as the back patio is flush with the garage, rather than the requirement for AC condensers to be placed in the rear of the home. The requested variance will not be contrary to the public interest as the side yard placement of the AC condensers will not interfere with public infrastructure, visibility, or neighborhood aesthetics, as the units will be positioned discreetly and within code-prescribed setback limits. This variance will enhance the functionality and livability of the homes without adverse effects on the surrounding community.

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The request remains consistent with both the public interest and the goals of the zoning ordinance. By granting this variance the City of Elgin supports thoughtful adaptation to unique home designs while continuing to uphold the zoning code's objectives.

Thank you for your time and consideration.

Poly Steve - Brightland Homes

EXHIBIT “C”
DEVELOPMENT PLAN

A. Applicability and Base Zoning

All aspects regarding the development of this Property shall comply with the City of Elgin Code of Ordinances in effect on (THE EFFECTIVE DATE) except as established in this exhibit, titled Exhibit “C” and described in this Agreement.

All development within the Property will comply with the modified development standards of **Exhibit “C”**. In the case that this exhibit does not address a specific City requirement, the Elgin Code of Ordinances shall apply. In the event of a conflict between this exhibit and the Code of Ordinance on (THE EFFECTIVE DATE), this exhibit shall control.

B. Single Family Residential Lot Design Standards

The development of the Property will not exceed 287 single-family residential units. The potential product shall be developed in compliance with **Table B.1**.

In addition to the design standards outlined in **Table B.1**, the following standards shall also apply:

1. Residential lot widths shall be measured from the front setback building line as established below. Alley load lots: Lots along the Major Arterial shall be rear alley load, may be 45-feet in width or larger, and have a minimum Lot Area of 4,950 square feet. All other lots shall be Front load lots with driveways directly onto a public street and shall follow Table B.1 below;

<u>Table B.1</u> Residential Development Standards	
	FRONT LOAD A
Lot Width Minimum	50 feet
Lot Depth Minimum	110 feet*
Setbacks	
Front (Min.)	15 feet
Rear (Min.)	10 feet
Garage Setback (Min.)	20 feet
Side (Min.)	5 feet (1 or 2 story)
Corner (Min.)	15 feet
Building Height	35 feet
Minimum Lot Area	5,500 square feet
*Excluding cul-de-sacs/knuckles.	

C. Roadway Standards

1. Collector streets shall have a minimum centerline radius of 300 feet (300’); 60-foot wide of right-of-way; and 40 feet face-to-face of pavement.
2. Local streets shall have a minimum centerline radius of 275 feet (275’); 50-foot wide of right-of-way; and 30 feet face-to-face of pavement.
3. Rollover curbs (6 inch) may be used on all roadway types consistent with the Typical Cross Section exhibits within this Agreement, provided no sidewalk may be located any closer than 3-feet behind rollover curbs (the clear zone).
4. The block length requirements per City of Elgin Sec. 36-202 are modified as shown in the Concept Plan and are approved with this Agreement. Approved modifications to the Concept Plan that affect block length will also be permitted per this Agreement.
5. Sidewalks in front of residential lots will be installed during the installation of the residential landscape on said residential lot and prior to issuance of certificate of occupancy.
6. Sidewalks along roadways in which there is not a residential lot shall be installed during the construction of each subdivision phase and roadway improvements.
7. Local and arterial roadways may cross at two (2) locations as shown on the concept plan and that a waiver is requested to Section 36-78(d), City Code to allow for full left turn ability.

D. Drainage and Grading

1. Drainage collection facilities dedicated to the public and within proposed right-of-way will be designed to City Codes. Drainage facilities on private lots or private drainage easements will be owned and maintained privately by lot owners and may be constructed with a mix of open channel and underground storm sewers. Design criteria shall be based on the City of Elgin Construction Standards, Atlas 14 rainfall intensities, SCS/Unit Hydrograph, Rational Method, TR-55, HEC HMS, and engineering recommendations provided by the design engineer for private drainage facilities, and per City Code for all public drainage facilities. Private drainage facilities will be clearly indicated on the construction plans.
2. All cut and fill land balancing shall be limited to a maximum of twelve feet (12’), except when filling of the existing stock tanks.

E. Signage

The control and placement of all signs is especially important to the aesthetic harmony of the Project. A critical component of a cohesive community is the sense of place and identity.

A Master Sign Plan has been prepared as a component of this Agreement. **Exhibit “E”** identifies the sign types, quantities and locations of signs that may be constructed within the Project. Approval of these development standards is intended to permit the number and locations for the community signs as indicated and allow a consistent signage package within the community.

Approval of the development standards shall permit signage at the indicated locations on **Exhibit “E”** but shall not be interpreted as approval of a sign permit. Each proposed sign within these development standards must be submitted to the inspection department for review and permit.

The Master Sign Plan shall include the following type of signs. The sign face area, sizes and quantities of signs shall be governed by the standards identified on **Exhibit “E”** and

Exhibit “E-1”. The graphics included in **Exhibit “E-1”** do not depict actual sign form, but rather the scale and massing that may be constructed.

Sign face area shall be defined as the area included within the smallest rectangle that can encompass the sign letters. The sign face area does not apply to logos, which will be considered a design feature separate from the sign face area.

1. Primary Community Entry Signs

Primary community entry signs (total not to exceed two (2)) may be located at each entrance into the Project.

2. Special Signs

The Directional/Lifestyle Signs category includes a series of signs (total not to exceed five (5)) used to create a strong sense of place and guide people within the Project.

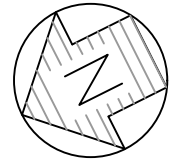
F. Sign Lighting

All signs constructed within the Project may be illuminated in order to increase visibility and/or enhance the aesthetics of the sign design. Sign lighting shall adhere to the following standards:

1. Illumination shall be shielded so there is no glass in the public right-of-way and adjacent properties.
2. Illumination may include lighted cabinet, halo lighting, wall wash up lighting, landscape upward-pointed lighting, and under cap lighting.
3. Illumination may be white or colored.
4. Illumination must be steady. Flashing, moving, and intermittent lights are prohibited.

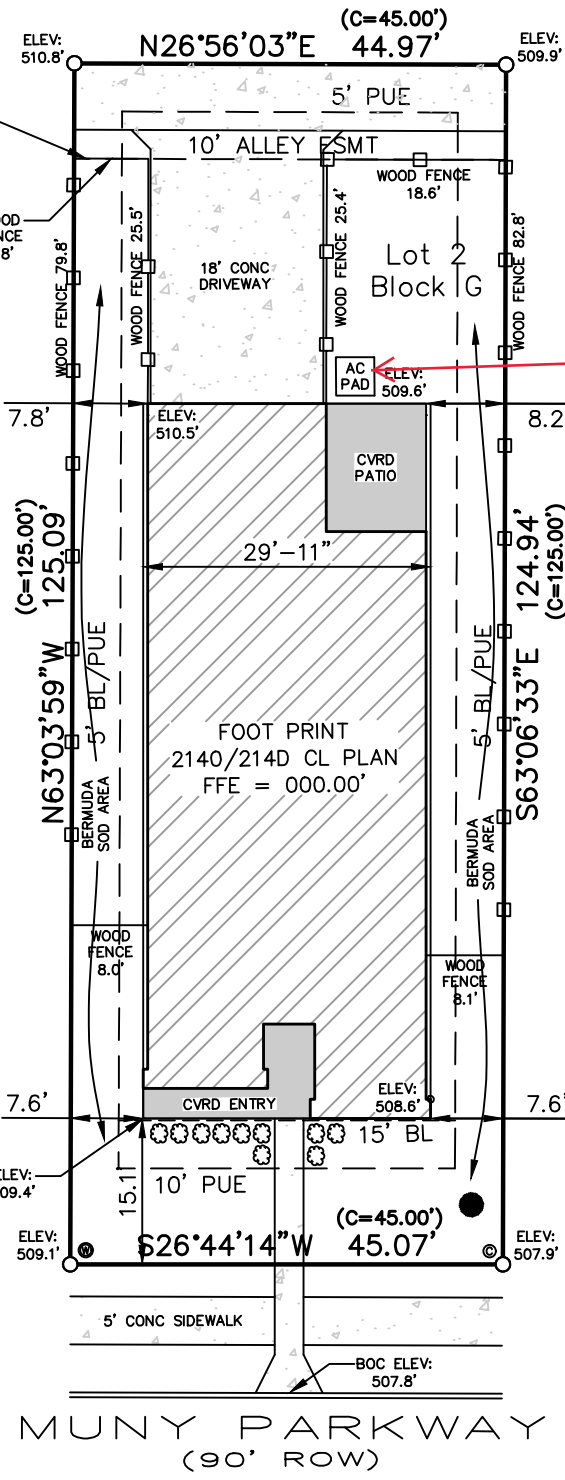
STRUCTURAL OPTIONS:
1. NONE

PLOT PLAN



PRE-STAINED PICKETS
W/ METAL POSTS

WOOD FENCE
7.8'



Original location of the A/C pad as submitted and approved for permitting.

SOD CALCULATIONS:

FRONT & SIDE	934 SQ. FT.
FRONT & SIDE	104 SQ. YD.
REAR	1,660 SQ. FT.
REAR	185 SQ. YD.
FRONT ROW	345 SQ. FT.
FRONT ROW	38 SQ. YD.
TOTAL SOD	2,939 SQ. FT.
TOTAL SOD	327 SQ. YD.

FLATWORK AREAS:

PRIVATE WALK	46 SQ. FT.
PRIVATE DRIVE	516 SQ. FT.
ALLEY	311 SQ. FT.
APPROACH	48 SQ. FT.
PUBLIC WALK	210 SQ. FT.
TOTAL FLATWORK	1,131 SQ. FT.

FENCE LENGTH 256 LINEAR FT.

IMPERVIOUS COVERAGE CALCULATIONS:

LOT AREA:	5,628 SQ. FT.
FOUNDATION AREA:	2,163 SQ. FT.
FOUNDATION COVERAGE:	38.4%
FLATWORK AREA:	873 SQ. FT.
FLATWORK COVERAGE:	15.5%
TOTAL AREA:	3,036 SQ. FT.
TOTAL COVERAGE:	53.9%

LEGEND

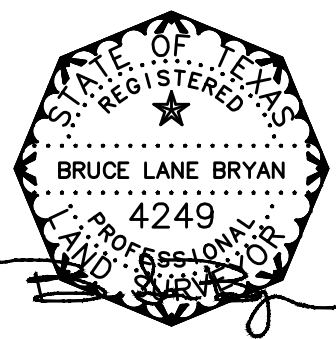
	BOUNDARY LINE
	EASEMENT LINE
	BUILDING LINE
	FENCE
	CONCRETE
	PROPERTY CORNER
	WATER METER
	CLEAN OUT

CONFECTION	TYPE A	QUANTITY	SYMBOL	NOTES
LARGE SHADE TREES (2" CALIBER)	5 GAL. PLANTS	10		LOCATED IN FRONT OF THE HOUSE (SEE APPROVED PLANT LIST IN DESIGN GUIDELINES)
				LOCATED IN FRONT OF THE HOUSE (SEE APPROVED PLANT LIST IN DESIGN GUIDELINES)

MUNY PARKWAY
(90' ROW)

GENERAL NOTE:

- THE PURPOSE OF THIS PLAN IS TO SHOW THE PURPOSED BUILDING FOOTPRINT AS DEFINED BY THE METES AND BOUNDS OF THE RECORDED PLAT.
- DIMENSIONS, SETBACKS, EASEMENTS, PLAN SELECTION, AND ANY OTHER INFORMATION SHOWN HERE IN SHALL BE VERIFIED AT PERMITTING AND PRIOR TO CONSTRUCTION FOR ACCURACY AND COMPLIANCE WITH ALL APPLICABLE CODES AND ORDINANCES.
- BUILDER SHALL VERIFY ALL DIMENSIONS, BUILDING SETBACKS, EASEMENTS AND BUILDING PLACEMENTS FOR COMPLIANCE WITH ALL ORDINANCES AND RESTRICTIONS AND SHALL NOTIFY THIS OFFICE OF ANY ERRORS, OMISSIONS OR DISCREPANCIES PRIOR TO THE ONSET OF CONSTRUCTION. THIS PLOT SURVEY HAS BEEN DRAWN BASED ON AN ON-THE-GROUND SURVEY AND INFORMATION PROVIDED BY THE BUILDER AND IS SUBJECT TO ANY AND ALL BUILDING LINES, EASEMENTS AND RESTRICTIONS NOT SHOWN HERE. BUILDER SHALL LOCATE AND VERIFY ANY AND ALL ADDITIONAL BUILDING LINES, EASEMENTS AND RESTRICTIONS PRIOR TO ONSET OF CONSTRUCTION.
- ALL CALCULATIONS FOR SOD AND/OR CONCRETE ARE APPROXIMATIONS



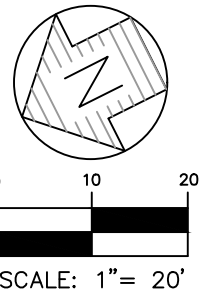
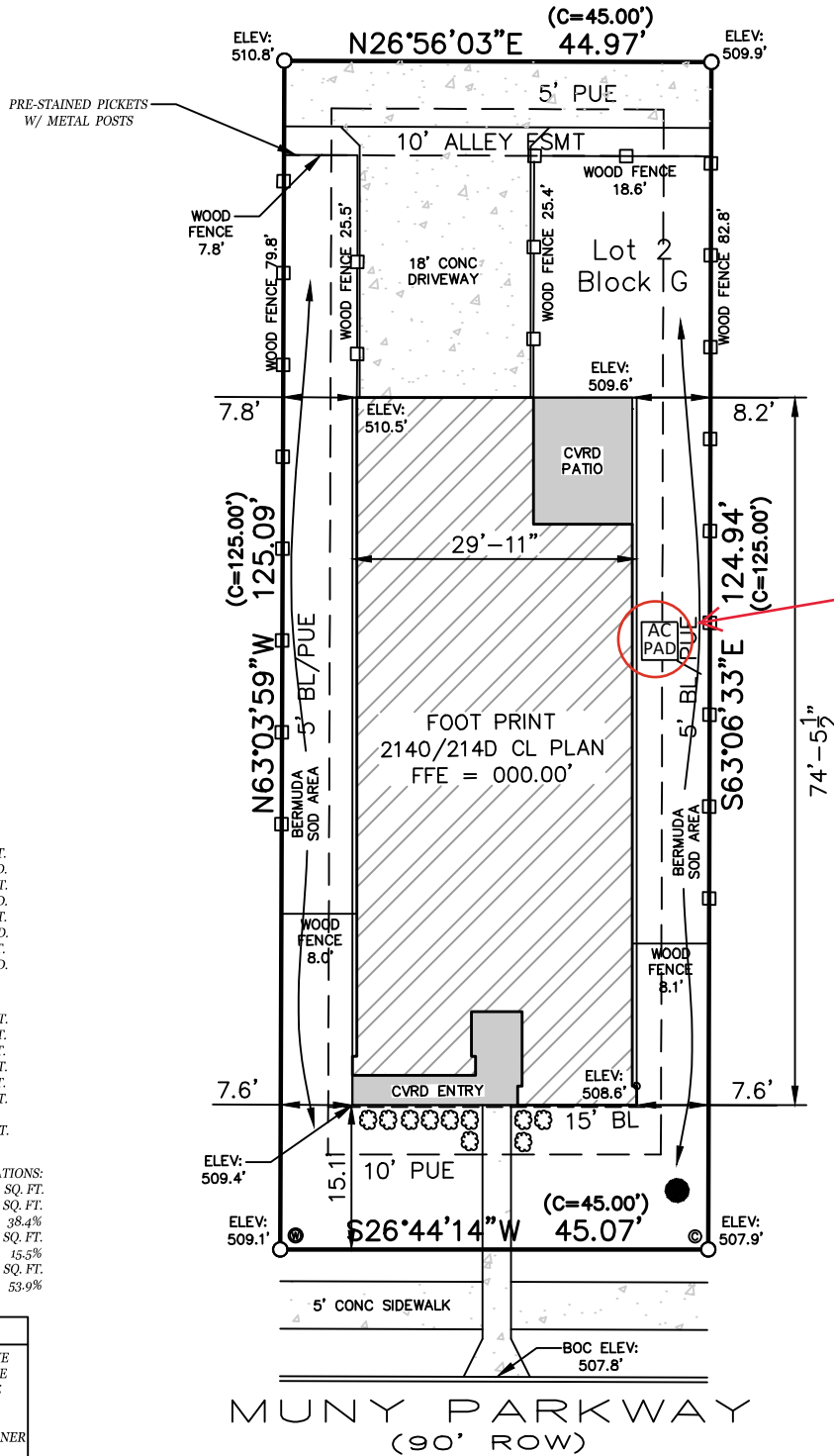
LOT: 2 BLOCK: G
SUBDIVISION: CREEKS CROSSING, SEC. 1
ADDRESS: 13505 MUNY PARKWAY
TRAVIS COUNTY, TEXAS
DATE: 12 / 23 / 2024
DRAWN BY: B. HEEKE TBPLS FIRM NO. 10128500



BRYAN TECHNICAL SERVICES, INC.
911 N. MAIN STREET / TAYLOR, TEXAS 76574
PH 512-352-9090

STRUCTURAL OPTIONS:
1. NONE

PLOT PLAN



New location of A/C pad within the side setback area.

SOD CALCULATIONS:

FRONT & SIDE	934 SQ. FT.
FRONT & SIDE	104 SQ. YD.
REAR	1,660 SQ. FT.
REAR	185 SQ. YD.
FRONT ROW	345 SQ. FT.
FRONT ROW	38 SQ. YD.
TOTAL SOD	2,939 SQ. FT.
TOTAL SOD	327 SQ. YD.

FLATWORK AREAS:

PRIVATE WALK	46 SQ. FT.
PRIVATE DRIVE	516 SQ. FT.
ALLEY	311 SQ. FT.
APPROACH	48 SQ. FT.
PUBLIC WALK	210 SQ. FT.
TOTAL FLATWORK	1,131 SQ. FT.

FENCE LENGTH 256 LINEAR FT.

IMPERVIOUS COVERAGE CALCULATIONS:

LOT AREA:	5,628 SQ. FT.
FOUNDATION AREA:	2,163 SQ. FT.
FOUNDATION COVERAGE:	38.4%
FLATWORK AREA:	873 SQ. FT.
FLATWORK COVERAGE:	15.5%
TOTAL AREA:	3,036 SQ. FT.
TOTAL COVERAGE:	53.9%

LEGEND

	BOUNDARY LINE
	EASEMENT LINE
	BUILDING LINE
	FENCE
	CONCRETE
	PROPERTY CORNER
	WATER METER
	CLEAN OUT

CONFIGURATION	TYPE A	QUANTITY	SYMBOL	NOTES
LARGE SHADE TREES (2\"/>				

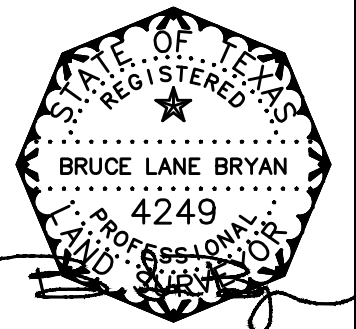
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- ALL CALCULATIONS FOR SOD AND/OR CONCRETE ARE APPROXIMATIONS

LOT: 2 BLOCK: G
 SUBDIVISION: CREEKS CROSSING, SEC. 1
 ADDRESS: 13505 MUNY PARKWAY
 TRAVIS COUNTY, TEXAS
 DATE: 12 / 23 / 2024
 DRAWN BY: B. HEEKE TBPLS FIRM NO. 10128500



BTS
 BRYAN TECHNICAL SERVICES, INC.
 911 N. MAIN STREET / TAYLOR, TEXAS 76574
 PH 512-352-9090





May 27, 2025

NOTICE OF A ZONING VARIANCE REQUEST

You are being notified because your property is located within two hundred (200) feet of this request. The attached map shows this lot making the request (blue outlined rectangle) and your lot within the notice area (blue bubble). This notice is to inform you of public hearings to be held by the Board of Adjustment as denoted below:

Project #202500045: A zoning variance from Section 46-303 (2) in order to reduce the requirement for a five foot (5') setback in the side yard to three feet, seven inches (3', 7") to allow for the placement of a forty-eight inch (48") prefabricated AC pad on the southwest side of the property in a Planned Development District referencing "R-3" Single Family, Duplex, and Zero Lot Line Two Family Dwelling District located at 13512 Barn Chime St (Parcel number 994934, CREEKS CROSSING SEC 1 BLK G LOT 40.).

Project #202500046: A zoning variance from Section 46-303 (2) in order to reduce the requirement for a five foot (5') setback in the side yard to four feet, two inches (4', 2") to allow for the placement of a forty-eight inch (48") prefabricated AC pad on the southwest side of the property in a Planned Development District referencing "R-3" Single Family, Duplex, and Zero Lot Line Two Family Dwelling District located at 13505 Muny Pkwy (Parcel number 994939, CREEKS CROSSING SEC 1 BLK G LOT 2.).

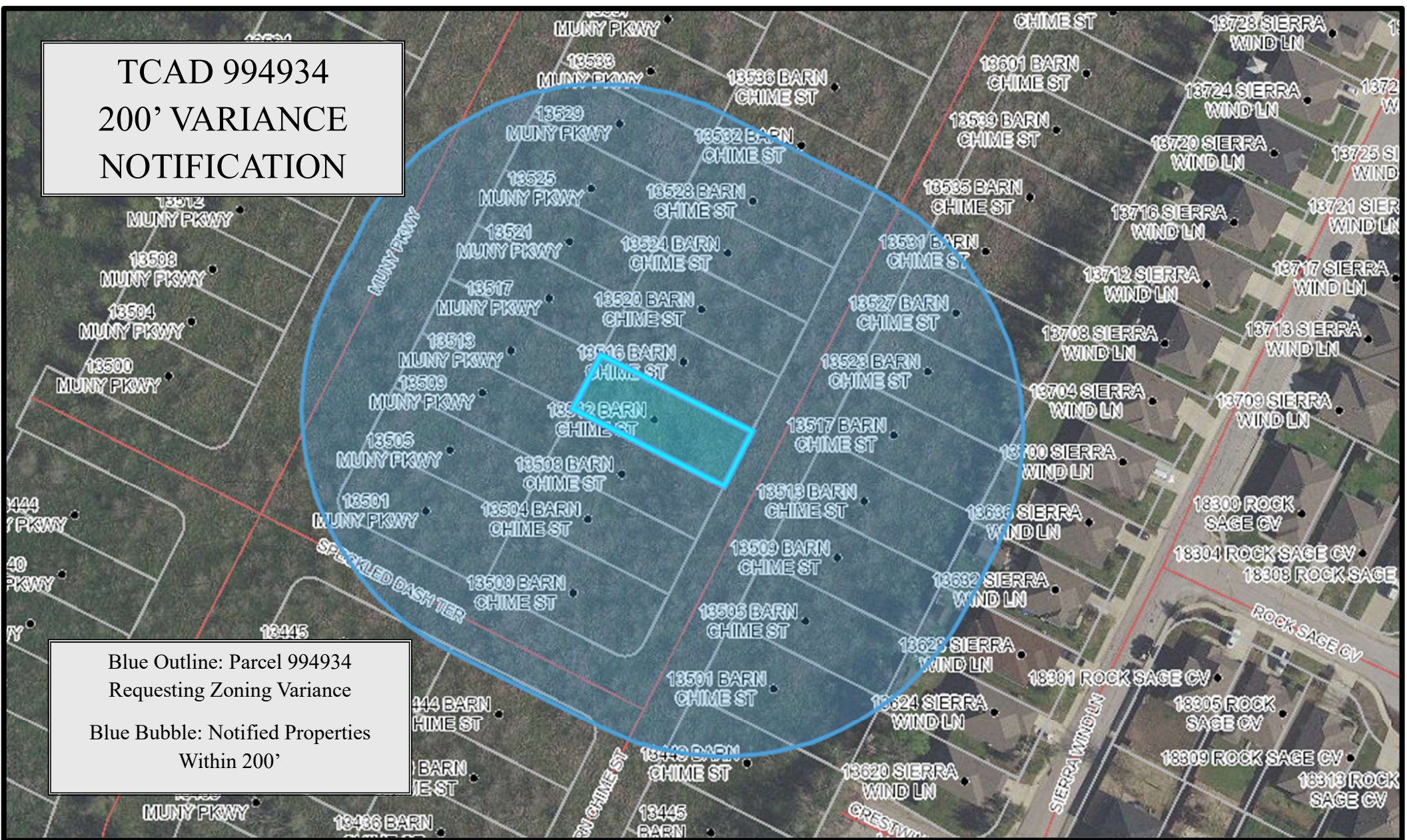
Notice is given of a public hearing to be held by the Board of Adjustment on **June 12, 2025**, beginning at **6:30 P.M.** Central Standard Time for consideration. This meeting is to be held at Elgin Public Library Annex (Civic Center) at 404 N. Main St. Elgin, TX, 78621, U.S.A. The public is welcome to attend and may give a public comment on this item. Any person may be represented by another person, neighbor, or attorney.

Any interested person may also express written comments by emailing the Development Services Department at planninganddevelopment@elgintexas.gov or by postal mail at the following:

City of Elgin
Development Services Department
P.O. Box 591
Elgin, TX 78621 U.S.A.

Requests for any additional information may be directed to planninganddevelopment@elgintexas.gov or to (512) 281-0119 or may be requested from the Development Services Department, Fleming Center, 802 N. Avenue C, Elgin, TX 78621 U.S.A. from 8:30 A.M – 4:00 P.M. Central Standard Time, Monday – Friday.

TCAD 994934 200' VARIANCE NOTIFICATION



Blue Outline: Parcel 994934
Requesting Zoning Variance

Blue Bubble: Notified Properties
Within 200'

TCAD 994939
200' VARIANCE
NOTIFICATION

Blue Outline: Parcel 994939
Requesting Zoning Variance
Blue Bubble: Notified Properties
Within 200'

