

**MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, DECEMBER 18, 2023**

- I. CALL TO ORDER – ROLL CALL:** The Chair called the meeting to order at 6:40 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, Interim Development Services Director and City Engineer, Melissa Lipiec, Secretary.

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

III. CONSENT AGENDA

1. November 27, 2023 Minutes.

Ronnie Creppon moved that the Commission approve the consent agenda. Dorothy McCarther seconded the motion. The motion passed unanimously with a vote of seven (7) for and zero (0) against.

VI. NEW BUSINESS

1. Project #: 202300183: A final plat for “Harvest Ridge Section 4” located on a parcel of land known by the Bastrop County Appraisal District as Parcel 15378, located east of Harvest Ridge Section 3 for a total of 145 lots on 23.324 acres of land.
 - A. Staff Presentation – Beau Perry reminded the commission that they had approved a final plat for this section of the Harvest Ridge Subdivision earlier in the year. Since then they have re-configured Section 4 with alley loaded lots. Since we have not executed or recorded the final plat, they went back through the process to present this new plat.
 - B. Applicant Presentation – Adam Berry of BGE Inc. had no presentation but was present to answer any questions.
 - C. Discussion – David Lanford asked Adam Berry to go over the differences between the previously approved plat and the new proposed plat. The applicant stated that blocks R and Q are now alley loaded lots meaning that the garages will face the alley as opposed to front load lots. Chair Antonio Prete pointed out that lot 5 in block S shows a waterway buffer zone going across it and wanted clarification as to what can go in the buffer zone area. Chair Antonio Prete also requested clarification on where the 12’ Aqua easement ends and the typical 10’ PUE begins on Bountiful Lane near the cul-de-sac. The applicant responded that the Aqua easement ends at lot 65. Chair Antonio Prete requested that the plat clearly indicate that. Chair Antonio Prete then asked who is responsible for maintaining the access easement on the alley load lots in blocks R and Q. The applicant responded that the MUD is responsible for maintaining the alleys. A plat note will be added stating that the MUD will be responsible for maintaining the alleys. Chair Antonio Prete asked about Note #11 which stated that lots 58 and 81, block P and lot 34 will be conveyed to Altessa MUD and he asked the reason for that. The applicant responded that it was an error and should be lot 92 and lot 64 of block P are drainage lots. This note will need to be corrected. Chair Antonio Prete also requested that the name of the MUD be verified and appear correctly on the plat. Chair Antonio Prete then brought the applicant’s attention to page 3 of the plat which does not show dimensions

VI. NEW BUSINESS (Cont.)

for the alley showing how many feet on each side of the line (9'). The same needs to be shown on block Q. The blank in plat note # 3 needs to be filled in. Note 8 needs to be corrected to add "or assigns." Need to specify where the details on page 4 apply to (which lots or situations).

- D. Consideration – Jason Tatum moved that the Commission approve project number 202300183 with the changes recommended and discussed at the meeting. David Lanford seconded the motion. The motion passed unanimously with a vote of seven (7) for and zero (0) against.
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- 2. Project #: 202300150: A Preliminary Plat for Lund Farms Section 1 located on parcels of land known by the Travis County Appraisal District as parcel numbers 358784, 358785, 358786, and 358788 and by the Bastrop County Appraisal District as parcel numbers 15102, and 15702 located east of County Line Road, south of Lund Road and West of North State Highway 95 for a total of 421 lots on 86.84 acres of land.
 - A. Staff Presentation – Beau Perry reminded the commission that Lund Farms is under a Development Agreement which was approved earlier in the year.
 - B. Applicant Presentation – Chris Rawls of BGE. Inc. had no presentation but was present to answer any questions.
 - C. Discussion – Ronnie Creppon asked whether either Travis County or Bastrop County would need to take part in the review process and Beau Perry stated that this property is under a Strategic Development Agreement which included a limited purpose annexation which means that the City of Elgin takes the lead on reviewing the project. He also stated that Bastrop County will perform review over Lund Farm Road in this development. Travis County will review any improvements to County Line Road and TxDot will review any connections to Highway 95. Chair Antonio Prete asked if this development would be a MUD and Beau Perry responded affirmatively. Scott Mackay asked for clarification on plat note #8. The applicant responded that the MUD would be responsible for maintaining the sidewalks. Chair Antonio Prete stated that the verbiage regarding the Commissioner's Court should be removed from the plat.
 - D. Consideration – David Lanford moved that the Commission approve project number 202300150. Scott Mackay seconded the motion. The motion passed unanimously with a vote of seven (7) for and zero (0) against.

The Chair called a brief recess at 7:40 P.M. so that the commission members could move to the workshop tables.

The Chair called the meeting back to order at 7:72 P.M. at the workshop tables.

V. WORKSHOP

- 1. Review, discuss, and provide input regarding Amendment No. 1 to Briarwood Development and Consent Agreement.

Beau Perry conducted a presentation of the proposed amendment. Beau presented a large-scale map of the proposed Exhibit associated with the Agreement. He stated that the Briarwood developers purchased an additional 75.608 acres of land and would like to make it part of the original Development Agreement. The additional acreage is located south of US 290 and west of County Line Road. Beau Perry stated that the proposed amendment has already gone before the Economic Development Corporation for the highway commercial property regarding the layout. Staff and Commission discussed site location, proposed mixed use of the land, park improvements, utility upgrades, and contributions to city park fund. The Commission would like to see restrooms added to the park as well as

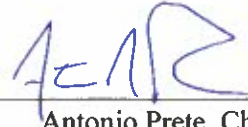
V. WORKSHOP (cont.)

an expanded parking area. The Commission recommended that the developer meet with the Park Board to provide input on the proposed park.

VI. ANNOUNCEMENTS

None.

VII. ADJOURNMENT The meeting was adjourned at 8:34 P.M.



Antonio Prete, Chairman

ATTEST: Melissa Lipiec
Melissa Lipiec, Secretary

On a motion by Scott Mackay, seconded by Dorothy McCarther the foregoing instrument was passed and approved on this 22nd day of January, 2024.