

MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, OCTOBER 27, 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.

COMMISSION PRESENT: Chair Antonio Prete, Danica Morgan, Berney Williams, Dorothy McCarther, Taylor Christian, 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

STAFF ABSENT: None

II. OATH OF OFFICE

1. Prospective Commission member Jennifer Wissmann was called to stand before the present Commission. Melissa Lipiec led her through an oath of office in which she pledged to uphold the principles of the City of Elgin and the laws of the City of Elgin, State of Texas, and United States of America. Jennifer Wissmann then took her seat among the Commission.

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

IV. CONSENT AGENDA

1. September 22, 2025 Meeting Minutes.

Scott Mackay moved that the Commission approve the consent agenda. Berney Williams seconded the motion. The motion passed unanimously with a vote of seven (7) for and zero (0) against.

V. NEW BUSINESS

1. Election of Chair and Vice-Chair for October 2025 to September 2026.

 Melissa Lipiec announced that with the start of the new term the Board is due to elect the Chair and Vice-Chair. Dorothy McCarther nominated Antonio Prete to reprise his role as Chair and nominated Scott Mackay as Vice-Chair. Taylor Christian seconded the motion. The motion passed unanimously with a vote of seven (7) for and zero (0) against

2. Project #202500084: An annexation of a 38.5700-acre tract of land and a zoning request of “I” General Industrial District located on a parcel of land known by the Travis County Appraisal District as Parcel 227351 located at 18706 Littig Road for use as a Wastewater Treatment Facility.

 A. Staff Presentation & B. Applicant Presentation – Director Beau Perry presented the project on behalf of the City, which has been discussing creation of a new wastewater treatment plant to service expanding developments. The City has purchased the described property and is annexing it into the City. By default an annexed property is zoned “R-1” Single Family Dwelling District, so the City is requesting the rezoning of the property from the Planning and Zoning Commission.

 C. Open Public Hearing – The public hearing was opened at 6:44 P.M.

 Gena Gonzalez stood to speak on behalf of Indigo Ranch, Morrow Lane, and Littig, Texas in opposition to the construction of the wastewater treatment plant. She cited concerns about contamination of nearby potable water for human and animal use, impact on quality of lifestyle due to odor and increased traffic, and negative impacts on neighboring property value.

V. NEW BUSINESS (Cont.)

Christopher Scott stood to speak to second Gena Gonzalez's sentiments and implored that the City find a different location for the wastewater treatment plant.

Briza Guerrero stood to speak on behalf of Littig, Texas and communicated her sentiment that the Black and Latino community was not fairly represented in the decision to construct a wastewater treatment facility that would impact the community.

Jeffrey Lewis stood to ask specifics about the funding of the wastewater treatment plant, concerned about a burden to taxpayers, and questioned the routing of the sewer lines that would feed into the plant as well as specifics as to which properties will be serviced by the plant.

- D. Close Public Hearing – The public hearing was closed at 6:55 P.M.
- E. Discussion – Director Beau Perry stood to field the concerns of the public comments. He outlined the permitting requirements from TCEQ which the plant would comply with and explained that the City of Elgin adheres to the most stringent design standards regarding safe discharge and security against contamination. The project has also been submitted to the Texas Historic Commission for approval. He pointed out the potential flows of the influent lines which have not been finalized, and the outflow location and the tributary where water would be discharged. He also explained that modern designs for wastewater treatment plants do not pose the risk of overflow and contamination comparable to outdated lagoon-type plants.

Taylor Christian asked for projections on how many residents outside of City limits who could not vote for City Council regarding the plant's development would be serviced by the plant. Director Perry explained that 60% of the funding comes from the Brickston, Lund Farm, Triada, and Elgin Gateway subdivisions which will be serviced by the treatment plant per their development agreements, and the other 40% will support existing infrastructure with expectation to shift service to future growth.
- F. Recommendation – Vice-Chair Scott Mackay moved that the Commission recommend approval of the annexation with rezoning as presented. Berney Williams seconded the motion. Danica Morgan, Jennifer Wissmann, Berney Williams, Chair Antonio Prete, Dorothy McCarther, and Scott Mackay voted yes. Taylor Christian voted no. The motion passed with a vote of six (6) for and one (1) against.

3. Staff Update on Short Term Rentals.

- A. Staff Presentation – Melissa Lipiec reminded the Commission of the matter of the short-term rentals discussed at the previous meeting, at which the Commission had said they wanted to see the public reaction to the Notices of Violation mailed to property owners running a short-term rental against City ordinance. The Commission was provided with a spreadsheet of owner responses to the mailed notices.
- B. Discussion – The Commission discussed the degree to which they wanted the City to pursue noncompliant rentals. They also discussed the distinction between the state requirements for payment of Hotel Occupancy Tax, which applies only to rentals of less than 31 days, versus requirements for a Specific Use Permit for short-term rentals which do not presently have a timeframe defined. Director Beau Perry remarked that a representative from AirBnB's public policy team had reached out to the City offering to discuss how to help implement regulations for short-term rentals.
- C. Recommendation – The Commission decided that they still want to see how the initial notices resolve, either by recipient action or by legal action from the City, and wanted to revisit this same item at the next meeting following discussion with the AirBnB representative.

VI. WORKSHOPS

1. Review, discuss, and provide input regarding Harvest Ridge Amended DA #3

This item was pulled from the agenda, as the applicant was not prepared to present.

2. Review, discuss, and provide input regarding annexation and PDD rezoning of Silo Ranch

This item was pulled from the agenda, as the applicant was not prepared to present.

VII. ANNOUNCEMENTS

1. Melissa Lipiec informed the Commission that the next Planning and Zoning Commission meeting will be a special meeting on Tuesday, November 18, contrary to the usual meeting date of the fourth Monday of the month.
2. Melissa Lipiec announced that if a December Planning and Zoning Commission meeting is required, it will be a special meeting on Monday, December 15.

VIII. ADJOURNMENT: The meeting was adjourned at 7:53 P.M.


Antonio Prete, Chairman

R. Scott Maday, vice chair

ATTEST:


Melissa Lipiec, Secretary

On a motion by BERNIE WILLIAMS, seconded by DANICA MORGAN the foregoing instrument was passed and approved on this 18th day of NOVEMBER, 2025.