

**MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, JANUARY 23, 2023**

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.

COMMISSION PRESENT: Chair Antonio Prete, Vice-Chair Ronnie Creppon, Berney Williams, Scott Mackay, Dorothy McCarther, Jason Tatum, and David Lanford.

COMMISSION ABSENT: None.

STAFF PRESENT: David Harrell, Development Services Director; Melissa Lipiec, Secretary; Beau Perry, TRC Engineers (3rd Party City Engineers).

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

III. CONSENT AGENDA

1. November 21, 2022, Minutes.
2. December 19, 2022, Minutes.

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

IV. NEW BUSINESS

1. Project #: 202200135: A final plat for “Elm Creek NW Phase 2” located on a parcel of land known by the Travis County Appraisal District as Parcel 248253, located adjacent to Elm Creek NW Phase 1 near U.S. Hwy 290, and for a total of 217 lots on 58.950 acres of land.
 - A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.
 - B. Applicant Presentation – Applicant was not present for presentation.
 - C. Open Public Hearing –The public hearing was opened at 6:34 P.M., with no members of the public desiring to speak.
 - D. Close Public Hearing – The public hearing was closed at 6:34 P.M.
 - E. Discussion – There was discussion between the Commission and City Staff regarding general notes, fill, waterway setbacks, phases, benchmarks, sidewalks, and tangents.
 - F. Consideration – Jason Tatum, made a motion to approve the item with the following conditions: 1) On Sheet 2, clarify location of benchmarks; 2) Sheet 7, Plat Note 25 indicates dotted lines for sidewalks, there are no dotted lines on the plat, correct to add dotted lines; 3) On Sheet 7, Plat Note 26 this note is incomplete and needs to be filled in; 4) Fill in remaining blanks on Plat;, seconded by Dorothy McCarther. The motion passed unanimously by a vote of seven (7) to zero (0).

IV. NEW BUSINESS (Cont.)

- 2. An Ordinance amending Ch. 16, Article II Weeds, Wild Growth, & Unsanitary Conditions; revised Code of Ordinances, City of Elgin, TX; repealing all other ordinances and parts of Ordinances in conflict therewith; and providing for a savings clause.
 - A. Staff Presentation – David Harrell conducted a power-point presentation of the staff report.
 - B. Open Public Hearing – The public hearing was opened at 7:10 P.M. with no members of the public desiring to speak on the item.
 - C. Close Public Hearing – The public hearing was closed at 7:10 P.M.
 - D. Discussion – There was discussion between the Commission and City Staff regarding changes between the appeal to the Board of Adjustment, changing verbiage in existing Code, and how the Code overall worked regarding Department response.
 - E. Recommendation – Jason Tatum made a motion to recommend approval the item with the following conditions: 1) The Board of Adjustment be kept the appeal authority; 2) the word “real estate” be changed to “owner” in Code, seconded by Scott Mackay. The motion passed unanimously by a vote of seven (7) to zero (0).

V. WORKSHOP

- 1. Review, discuss, and provide input on proposed Ch. 46 Zoning Code Changes.

The Chair opened the item and then moved to the tables to conduct the workshop. David Harrell and the Commission went though, in full detail, all the proposed Zoning Code changes. He indicated these items would come back to the Commission on February 27th for a recommendation and go to the City Council on March 6th for a consideration.

VI. ANNOUNCEMENTS

None.

VII. ADJOURNMENT

The meeting was adjourned by the Chair at 8:37 P.M.



DAVID LANFORD, Chair Pro-Tem



ATTEST: David Harrell
David Harrell, Acting Secretary

On a motion by BERNIE WILLIAMS, seconded by DOROTHY Mc CANTHER
the foregoing instrument was passed and approved on this 27th day of February 2023.