

**MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, FEBRUARY 27, 2023**

I. CALL TO ORDER – ROLL CALL: The Development Services Director, as Acting Secretary, 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: Berney Williams, Scott Mackay, Dorothy McCarther, Jason Tatum, and David Lanford.

COMMISSION ABSENT: Chair Antonio Prete & Vice-Chair Ronnie Creppon.

STAFF PRESENT: David Harrell, Development Services Director & Acting Secretary.

II. ELECTION OF CHAIR PRO-TEM: Since the Chair and Vice-Chair are not present for the meeting, the Acting Secretary indicated that a Chair Pro-Tem would need to be elected to run the remainder of the meeting. He indicated that a Commissioner can nominate another Commissioner, no second needed, and the Commission vote on it. Once the vote is approved the Commissioner must be asked to assume the Chairmanship; if they deny then the nomination and voting start over again until the specific Commissioner accepts the position. On this information Dorothy McCarther moved that the Commission nominate David Lanford. The motion passed unanimously with a vote of four (4) for and zero (0) against. David Lanford accepted the position and the Acting Secretary turned control of the meeting to the Chair Pro-Tem.

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

IV. CONSENT AGENDA

1. January 23, 2023, Minutes.

Berney Williams moved that the Commission approve the consent agenda, Dorothy McCarther seconded the motion. The motion passed unanimously with a vote of five (5) for and zero (0) against.

V. NEW BUSINESS

1. An Ordinance amending Ch. 46 Zoning, Sec. 46-1, Sec. 46-87, Sec. 46-203, Sec. 46-231, Sec. 46-233, Sec. 46-264, Sec. 46-265, Sec. 46-267, Sec. 46-300 thru 304, Sec. 46-331 thru 332, Sec. 46-334 thru 335, Sec. 46-362, Sec. 46-365, Sec. 46-390, Sec. 46-393, Sec. 46-416, Sec. 46-419, Sec. 46-440, Sec.46-510, Sec. 46-533 thru 536, Sec. 46-542, Sec. 46-596, Sec. 46-631, Sec. 46-634 thru 635, Sec. 46-692 thru 693, Sec.46-739; Revised Code of Ordinances, City of Elgin, TX & deleting in their entirety Sec. 46-394 & Article VI Historic Preservation & adding in its entirety Sec. 46-10 thru Sec. 46-12, Sec. 46-500, Division 14 Downtown Overlay District; 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 6:38 P.M. with no members of the public desiring to speak on the item.

V. NEW BUSINESS (Cont.)

- C. Close Public Hearing – The public hearing was closed at 6:38 P.M.
- D. Discussion – There was discussion between the Commission and City Staff regarding earth tone colors, fencing, vegetation, and size of lots.
- E. Recommendation – Jason Tatum made a motion to recommend approval with the following conditions: 1) In Sec. 46-534 the word “untreated” be added back into the Code & the words “or other materials shall” be removed entirely, seconded by Bernie Williams. The motion passed unanimously by a vote of five (5) to zero (0).

VI. ANNOUNCEMENTS

David Harrell announced that the Commission will be hearing additional zoning code changes regarding accessory dwelling units as the Council has directed Staff to begin these changes. He also indicated that next month may be a large agenda.

VII. ADJOURNMENT

The meeting was adjourned by the Chair Pro-Tem at 7:16 P.M.



Antonio Prete, Chair

ATTEST: Melissa Lipiec
Melissa Lipiec, Secretary

On a motion by Scott Mackay, seconded by David Lanford
the foregoing instrument was passed and approved on this 27th day of March 2023.