

**MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, JUNE 26, 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.

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

COMMISSION ABSENT: Jason Tatum.

STAFF PRESENT: Melissa Lipiec, Secretary and Beau Perry, City Engineer.

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

III. CONSENT AGENDA

1. May 22, 2023 Minutes.

Ronnie Creppon moved that the Commission approve the consent agenda as presented. Scott Mackay seconded the motion. The motion passed unanimously with a vote of six (6) for and zero (0) against.

IV. NEW BUSINESS

1. Project #: 202200080: A final plat for “Trinity Ranch Phase 1, Section 3” located on parcels of land known by the Bastrop County Appraisal District as Parcel 11949, located adjacent to the east and south of Trinity Ranch Phase 1, Sections 1 & 2, for a total of 207 lots on 32.507 acres of land.
 - A. Staff Presentation – Beau Perry presented the item to the Commission.
 - B. Applicant Presentation – None.
 - C. Open Public Hearing – The public hearing was opened at 6:33 P.M. There were no members of the public present to offer comments.
 - D. Close Public Hearing – The public hearing was closed at 6:33 P.M.
 - E. Discussion – Berney Williams asked if the change to add the school tripped the Traffic Impact Analysis (TIA). Beau Perry responded that the changes are being tracked by the County since these roads will belong to the MUD and/or the County.
 - F. Consideration – Scott Mackay moved that the Commission approve the project. David Lanford seconded the motion. The motion passed unanimously with a vote of six (6) for and zero (0) against.
2. Project #: 202200167: A final plat for “Trinity Ranch Phase 2, Section 1” located on parcels of land known by the Bastrop County Appraisal District as Parcels 872871 & 11949, located adjacent to the south and west of Trinity Ranch Phase 1, Section 2, to plat right-of-way (ROW) for Grist Mill Ln., extend Swenson Blvd. ROW, and add a school site on 24.13 acres of land.
 - A. Staff Presentation – Beau Perry presented the item to the Commission.
 - B. Applicant Presentation – None.
 - C. Open Public Hearing – The public hearing was opened at 6:38 P.M. There were no members of the public present to offer comments.
 - D. Close Public Hearing – The public hearing was closed at 6:38 P.M.

V. NEW BUSINESS (Cont.)

- E. Discussion – There was a brief discussion between the Commission and Staff regarding the open space (Tract two) and how many driveway entrances the school will have.
 - F. Consideration – Scott Mackay moved that the Commission approve the project. Dorothy McCarther seconded the motion. The motion passed unanimously with a vote of six (6) for and zero (0) against.
3. Project #: 202200107: A preliminary plat for “Preliminary Plat of Primavesta Subdivision” located on parcels of land known by the Bastrop County Appraisal District as Parcels 15312 & 62896, located at the intersections of Shenandoah Tr. & FM 1100 (Ave. C) and Ave F. & SH 95, for a total of 864 lots (838 single family, 25 common area/HOA/drainage lots, & 1 ROW dedication lot) on 30 blocks on 191.13 acres of land.
- A. Staff Presentation – Beau Perry presented the item to the Commission.
 - B. Applicant Presentation – Chris Reed of Doucet & Associates stated that he was the Engineer of record for the project and was present to answer any questions.
 - C. Open Public Hearing – The public hearing was opened at 6:49 P.M. There were no members of the public present to offer comments.
 - D. Close Public Hearing – The public hearing was closed at 6:49 P.M.
 - E. Discussion – There was a brief discussion between the Commission and staff regarding how many access points along FM 1100 are planned. It was noted that TXDot may require a Traffic Impact Analysis for the portion of this development along State Highway 95.
 - F. Consideration – Ronnie Creppon moved that project #202200107 be approved. Scott Mackay seconded the motion. The motion passed unanimously with a vote of six (6) for and zero (0) against.
4. Project #202300004: An ordinance granting a specific use for expansion of a day care center on a neighboring lot & modification of an existing specific use for a day care center (Ordinance 2019-04-02-07) regarding the parking lot layout located at 700 Bull Run (SOPKO & KEELING SUBDIVISION, LOT 1, ACRES 0.8230 & LOT 2, ACRES 0.5510), City of Elgin, Texas, Bastrop County, Texas, and providing for a savings clause and repealing conflicting ordinances and resolutions.
- A. Staff Presentation – Beau Perry presented the item to the Commission.
 - B. Applicant Presentation – Gabriel Hovdey of Southwest Engineers stated that he did not have a presentation but was present to answer any questions the Commission may have.
 - C. Open Public Hearing - The public hearing was opened at 7:09 P.M. There were no members of the public present to offer comments.
 - D. Close Public Hearing – The public hearing was closed at 7:09 P.M.
 - E. Discussion – David Lanford asked how many students would be added with the new building. Andrea Navarro, responded that the new building would house 180 students and the existing building houses 81 students. David Lanford then expressed concerns about traffic during drop off and pick up hours. Beau Perry responded that the intersection of Bull Run Road and Swenson Boulevard is being re-configured as part of the Trinity Ranch development. Motorists would only be able to turn right onto Swenson Boulevard from Bull Run Road.
 - F. Recommendation – David Lanford moved that project #202300004 be recommended for approval for a period of five (5) years. Ronnie Creppon seconded the motion and a vote was taken. The motion passed with a vote of six (6) for and zero (0) against.

The Chair called a brief recess at 7:24 P.M.

The Chair re-convened the meeting at 7:29 P.M. at the workshop tables.

V. WORKSHOP

1. Review, discuss, and provide input for Sacred Heart PDD Rezoning.


Beau Perry conducted a presentation of the proposed Development Agreement comprised of 10.3635 acres. Beau also noted that the proposed Development Agreement would require the City to vacate portions of right-of-way on North Avenue B and West 12th Street. Ronnie Creppon asked if the City would be required to relocate the utilities that are in the right-of-way and Beau responded that the existing utilities will remain in place and an easement will be recorded allowing for that. It was noted that the new church would have 650 seats with room for 450 more seats at subsequent phases. The street parking along West 11th will remain but those parking spaces will not count toward the required number of off-street parking spaces for the development. Beau stated that if the Planned Development District is approved all lots will be re-platted. In addition to the vacated right-of-ways Sacred Hart Catholic Church is asking for 65% maximum impervious cover, 45% maximum building cover, 9'X18' sized parking spaces and a parking ratio of 1:4 on phase 1 and 1:5.25 on phase 2.

VI. ANNOUNCEMENTS

Beau Perry announced that David Harrell has resigned his position with the City of Elgin and he will be filling in as the Interim Director.

VII. ADJOURNMENT

The meeting was adjourned at 7:51 P.M.



Antonio Prete, Chairman

ATTEST: Melissa Lipiec
Melissa Lipiec, Secretary

On a motion by Ronnie Creppon, seconded by Jason Tatum
the foregoing instrument was passed and approved on this 24th day of July, 2023.