

**MINUTES
CITY OF ELGIN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, JULY 24, 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, Jason Tatum, Berney Williams, David Lanford and Scott Mackay.

COMMISSION ABSENT: Dorothy McCarther.

STAFF PRESENT: Melissa Lipiec, Secretary; 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. June 26, 2023 Minutes.

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

IV. NEW BUSINESS

- 1.** Project #: 202200082: A final plat for “Harvest Ridge Subdivision Section 4” located on a parcel of land known by the Bastrop County Appraisal District as Parcel 15378, located adjacent to the east of Harvest Ridge Phase 3. for a total of 128 lots on 4 blocks on 23.324 acres of land.
- A. Staff Presentation – Beau Perry reminded the Commission that Harvest Ridge is under a Development Agreement and several other phases have already been approved by this commission.
 - B. Applicant Presentation – Adam Berry of BGE Inc. had no presentation but was present to answer any questions.
 - 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 6:33P.M.
 - E. Discussion – David Lanford asked a question regarding the floodplain, Beau Perry stated that a CLOMR (Conditional Letter of Map Revision) and once construction is complete the engineer will submit a LOMR (Letter of Map Revision). Chair Antonio Prete pointed out that there needs to be clarification of the line type on Lot 5 Block S, add the lot line on Lot 34, Block R, correct General Note #3 to be specific to residential lots, and add a plat note that states what the minimum finished floor elevations should be.
 - F. Consideration – Jason Tatum moved that the Commission approve the project with the conditions discussed at the meeting. Scott Mackay seconded the motion. The motion passed with a vote of five (5) for and one (1) against; Ronnie Creppon voted against.

IV. NEW BUSINESS (Cont.)

- 2. Project #: 202300070: A final plat for “Trinity Ranch Phase 2, Section 2” located on a parcel of land known by the Bastrop County Appraisal District as Parcel 8722871, located adjacent to west of Trinity Ranch Phase 1, Section 1 and to the north of Trinity Ranch Phase 2, Section 1 for a total of 150 lots on 26.193 acres of land.
 - A. Staff Presentation – Beau Perry reminded the Commission that Trinity Ranch is a Municipal Utility District under a Development Agreement and stated that the plat meets the requirements of that agreement. He also stated that the roadway pavement will be maintained by the County, but all drainage structures will be maintained by the M.U.D.
 - B. Applicant Presentation – None.
 - C. Open Public Hearing – The public hearing was opened at 7:02 P.M. There were no members of the public present to offer comments.
 - D. Close Public Hearing – The public hearing was closed at 7:03 P.M.
 - E. Discussion –Chair Antonio Prete pointed out that note #2 on page 4 of the plat needs to be corrected to state: “No portion of this property lies within the shaded zone X...”.
 - F. Consideration – Jason Tatum moved that the Commission approve the project with the condition that note 2 be corrected. Ronnie Creppon seconded the motion. The motion passed unanimously with a vote of six (6) for and zero (0) against.

V. ANNOUNCEMENTS

Beau Perry announced that the Commission will hear a Variance for a flag lot at the next meeting. Melissa Lipiec announced that five seats for this Commission are expiring at the end of September. Any member interested in being re-appointed should complete the board application form which can be found on the City website. She also directed Chairman Prete to send a letter to the Mayor and Council petitioning them to consider keeping the existing board in place due to the nature of this Board and their historical knowledge of developments.

VI. ADJOURNMENT

The meeting was adjourned at 7:34 P.M.



Antonio Prete, Chairman

ATTEST: 

Melissa Lipiec, Secretary

On a motion by RONNIE CREPPON, seconded by DAVID LANFORD
the foregoing instrument was passed and approved on this 28th day of August, 2023.