

Planning and Zoning Commission
June 25, 2024

A regular meeting of the Planning & Zoning Commission of the City of Waxahachie was held at the Waxahachie Civic Center, 2000 Civic Center Lane, Meeting Rooms A and B, Waxahachie, Texas, on Tuesday, June 25, 2024 at 7:00 p.m.

Members Present: Rick Keeler, Chairman
David Hudgins
Ron Ansell
Jeff Reed
Marlene Norcross

Members Absent: Erik Test, Vice Chairman
Bonney Ramsey

Others Present: Jennifer Pruitt, Senior Director of Planning
Zack King, Senior Planner
Oanh Vu, Senior Planner
Amber Villarreal, City Secretary
Patrick Souter, Council Representative

1. **Call to Order**
2. **Invocation**

Chairman Rick Keeler called the meeting to order and gave the invocation.

3. **Public Comments**

None.

4. **Consent Agenda**

- a. Minutes of the regular Planning & Zoning Commission meeting of June 11, 2024
- b. Consider a request by Marshall Patton, for a Plat of Brookside Rd. Lot 1 Block A of the United Presbyterian Addition being 1.5 acres, located approximately NWC of S I-35 E and Brookside Road City of Waxahachie (Property ID: 193823) – Owner: David Thompson, (SUB-119-2024)

Action:

Ron Ansell moved to approve all items on the Consent Agenda as presented. Motion was seconded by David Hudgins and carried unanimously (5-0).

5. **Public Hearing** on a request by Shannon Almon & Jerry L Almon, for a Specific Use Permit (SUP) for a Short-Term Rental use within a Single Family-1 (SF-1) zoning district located at 1017 W Main Street (Property ID 171879) - Owner: Shannon Almon & Jerry L Almon (ZDC-100-2024) Staff: Harper Lindamood

The Item was presented by Planner Harper Lindamood. The applicant requests a SUP for short-term rental use at 1017 W Main St. because it is located within the SF-1 zoning district. The subject property consists of a primary dwelling unit of approximately 2,687 square feet, built in 1961 with

three (3) bedrooms, two (2) bathrooms and enough improved surface to accommodate for the required parking spaces of three (3) vehicles, situated on an approximately 0.67-acre (29,054 square feet) lot. The applicant has been operating a short-term rental since December 2020 and has paid the required local hotel occupancy taxes. The applicant has owned the property since 2021, but it is not their homestead. The applicant has satisfied all the requirements of Section 3.27 of the Zoning Ordinance.

Staff inquired with the Waxahachie Police Department and discovered no nuisance-related calls had been made regarding the subject property and its current use in the past 12 months. The applicant's local emergency contact is located 108 ft from the subject property.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 43 notices were mailed to property owners within 500 feet of the property as required in Section 3.27 of the City's Zoning Ordinance. A total of two (2) letters of opposition and ten (10) letters of support were received by staff.

Chairman Keeler opened the Public Hearing at approximately 7:03 p.m.

There being no others to speak for or against ZDC-100-2024, Chairman Keeler closed the Public Hearing at approximately 7:03 p.m.

6. Consider recommendation of ZDC-100-2024

Action:

Marlene Norcross moved to recommend approval with conditions of ZDC-100-2024, a Specific Use Permit (SUP) for a Short-Term Rental use, subject to the conditions the staff report, authorizing the City Manager and/or Mayor to execute all documents accordingly. Motion was seconded by Jeff Reed and carried unanimously (5-0).

7. Adjourn

Council Member Patrick Souter explained City Council has discussed density of short-term rentals in an area and that will be considered in areas where there may be oversaturation.

Senior Director of Planning Jennifer Pruitt noted a map of short-term rentals (submitted, approved, or denied) is available on the City website.

There being no further business, the meeting adjourned at 7:08 p.m.

Respectfully submitted,

Amber Villarreal
City Secretary