

Planning and Zoning Commission
February 25, 2025

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, February 25, 2025 at 7:00 p.m.

Members Present: Rick Keeler, Chairman
Marlene Norcross, Vice Chair
David Hudgins
Jenny Bridges
Chad Hicks
Wendy Johnson

Member Absent: Jeff Reed

Others Present: Shon Brooks, Executive Director of Development Services
Trenton Robertson, Senior Director of Planning
Zack King, Planning Manager
Amber Villarreal, City Secretary

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 February 11, 2025
- b. Consider a request by David Griffin for a Plat of Lot 1, Block A, Warbrouck Addition, being 16.363-acres, located approximately 190 feet east of 2254 East Highway Bus, situated in the Silas M. Duritt Survey, Abstract 272, an addition to the City of Waxahachie (Property ID 209777) – Owner: TX DOT (SUB-10-2025)
- c. Consider a request by Stephanie Gienger, for a Plat of Carbon Waxahachie, 2 residential lots, being 13.655 acres, located at 2795 John Arden Drive, situated in the Jonathan E. Prince Survey, an addition to the City of Waxahachie (Property ID 189265, 189266, and 275156) – Owner: Arden Group LLC and International Church of the Four Square Gospel (SUB-16-2025)

Action:

Marlene Norcross moved to approve the Consent Agenda, subject to the recommendations of staff. Motion was seconded by Chad Hicks and carried unanimously (6-0).

5. **Public Hearing on a request by Richard Shinpaugh, Ellis County Bail Bond, for a Specific Use Permit (SUP) for a Bail Bond Agency use within a Commercial (C) zoning district located at 104 North Jackson Street (Property ID 170540 - Owner: 201 Main Wax LLC (ZDC-6-2025)**

Planning Manager Zack King presented the Item and applicant, Richard Shinpaugh, requested approval. Mr. Shinpaugh has been operating a bail bond agency at the subject property since the approval of the SUP (ZDC-58-2023) on June 19, 2023. One of the conditions of the prior SUP approval is that Mr. Shinpaugh is allowed to operate a bail bond agency at the subject property for a maximum of two (2) years. This time limitation was added to the SUP due to Mr. Shinpaugh's intention to build a new office for his bail bond agency at 216 S Jackson Street. Since approval of the two-year SUP for 104 N Jackson Street, Mr. Shinpaugh has received SUP (ZDC-112-2023) approval for a Bail Bond Agency and Site Plan (SP-106-2023) approval for a new two-story building located at 216 S Jackson Street. The approved Site Plan includes a 4,000 square foot building with multiple professional office suites. Mr. Shinpaugh has since decided not to move his bail bond agency to his new building and is requesting a SUP for bail bond agency use at the subject property.

The subject property is surrounded by retail and commercial establishments. If the bail bond agency is approved, it will be located across the street from the Ellis County Administration Building and diagonally opposite from several multi-tenant retail and professional office buildings. The rear of the property is next to Rogers Spring Branch Creek, which acts as a natural buffer between the bail bond agency and the properties north of the creek. Although the property on the north side of the creek is zoned for single-family use (SF-2), the nearest existing residential homes are located along Kaufman Street. Staff recommends approval of the specific use permit since the bail bond agency will remain compatible and in harmony with surrounding land uses. Mr. King outlined the changes from the previously approved SUP, including the removal of the expiration date and a revision to the hours of operation.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 22 notices were mailed to property owners within 200 feet of the request. Staff has received one (1) letter in support and no letters in opposition for the SUP request.

The Commissioners discussed the property's zoning, with Mr. King noting that it is near downtown but not in the Central Area (CA). It is zoned Commercial (C). He also confirmed that the SUP will not transfer with ownership and is specific to the current owner and location.

Chairman Keeler opened the Public Hearing at approximately 7:10 p.m.

There being no others to speak for or against ZDC-6-2025, Chairman Keeler closed the Public Hearing at approximately 7:10 p.m.

6. Consider recommendation of ZDC-6-2025

Action:

David Hudgins moved to recommend approval of ZDC-6-2025, a Specific Use Permit (SUP) for a Bail Bond Agency use, subject to the conditions the staff report, authorizing the Mayor and/or City Manager to execute all documents accordingly. Motion was seconded by Jenny Bridges and carried unanimously (6-0).

7. Adjourn

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There being no further business, the meeting adjourned at 7:11 p.m.

Respectfully submitted,

Amber Villarreal
City Secretary