

Planning and Zoning Commission
April 29, 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, April 29, 2025 at 7:00 p.m.

Members Present: Marlene Norcross, Vice Chair
Jenny Bridges
Terry Connor
Chad Hicks
David Hudgins
Wendy Johnson

Member Absent: Rick Keeler, Chairman

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**

Vice Chair Marlene Norcross called the meeting to order and Commissioner David Hudgins gave the invocation.

3. **Public Comments**

None.

4. **Consent Agenda**

- a. Minutes of the regular Planning & Zoning Commission meeting of April 15, 2025
- b. Consider a request by Hector Hernandez, for a Replat of Lot 1 and 2, Block 1 of the West Road Subdivision, to create Lots 1A and 2A, Block 1 of the West Road Subdivision, 2 residential lots, being 5 acres, located at 1480 West Road (Property ID 279426) – Owner: Ospicio Hernandez (SUB-21-2025)
- c. Consider a request by Claudio Segovia, for a Plat of The Retreat at North Grove Phase 2, 111 residential lots and 3 open space lots, being 33.375 acres, located north of Red Maple Road, an addition to the City of Waxahachie (Property ID 294793) – Owner: J Huston Homes LLC (SUB-46-2025)
- d. Consider a request by Jerod Mandrele, for a Replat of Lots 8 & 9, Block B of the Phillips Resubdivision, Block 18 of the West End Addition, to create Lots 8R, & 9R, Block B of the Phillips Resubdivision, Block 18 of the West End Addition, 3 residential lots, being 0.3521 acres, located at 108 Maledon Street (Property ID 176725) – Owner: Marsha Fincher (SUB-47-2025)

Action:

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

5. Public Hearing on a request by Ray Porter for a Specific Use Permit (SUP) for Accessory Structures exceeding 1,000 square feet in combined area use within a Commercial (C) zoning district located at 105 Lucas Street (Property ID 189027) – Owner(s): Ray Porter & Wanda Porter (ZDC-133-2024)

Planning Manager Zack King presented the Item and Ray Porter requested approval. According to the Ellis County Appraisal District, the existing primary structure is approximately 1,782 square feet, and the proposed accessory structure is approximately 576 square feet. The accessory structure is proposed to be comprised of either wooden beams or 4” steel posts and a bronze metal roof. The applicant is proposing to expand the existing gravel driveway to access the accessory structure as opposed to installing a new concrete driveway. With this application, the property owner is requesting deviations from the Waxahachie Zoning Ordinance to allow the structure to encroach within the typical front setback requirement of 25’. The structure is proposed to be located approximately 12’ from the front property line. The applicant has noted that the carport is desired at this time to shield personal vehicles from fallen tree debris, as there is no garage for the home.

The accessory structure is proposed to be located within the unplatted portion of the subject property. Per the Waxahachie Subdivision Ordinance, the subject property is required to be platted prior to the issuance of building permits. With this in mind, the applicant will need to receive approval of, and file, a replat for the subject property before a building permit may be issued. At the time of platting, the Waxahachie Subdivision Ordinance requires the dedication of a 15’ Utility Easement along all public right-of-way (ROW). The proposed location of the accessory structure approximately 12’ from the front property line presents a conflict with the requirement for a 15’ Utility Easement dedication.

To comply with State law contained in Local Government Code Chapter 211 and the City’s public hearing notice requirements, fourteen (14) notices were mailed to property owners within 200 feet of the request. In addition, a notice was published in the Waxahachie Sun and a sign was visibly posted at the property. Staff received zero (0) letters of support and zero (0) letters of opposition for the proposed SUP.

Vice Chair Norcross opened the Public Hearing at approximately 7:07 p.m.

Mr. Porter explained the plan has been updated and the structure is proposed to be 15’ from the property line.

There being no others to speak for or against ZDC-133-2024, Vice Chair Norcross closed the Public Hearing at approximately 7:09 p.m.

6. Consider recommendation of ZDC-133-2024

Action:

Jenny Bridges moved to recommend approval of ZDC-133-2024, a Specific Use Permit (SUP) for Accessory Structures exceeding 1,000 square feet in combined floor area use, subject to the conditions the staff report, authorizing the Mayor and/or City Manager to sign the associated documents accordingly. Motion was seconded by David Hudgins and carried unanimously (6-0).

7. Public Hearing on a request by Robert Morgan, Robert Morgan Construction for a Specific Use Permit (SUP) for Accessory Structures exceeding 1,000 square feet in combined floor area use within a Future Development (FD) zoning district located at 3349 Howard Road (Property ID 176528) – Owner(s): Robert & Kristy Pennock (ZDC-39-2025)

Mr. King presented the Item. The applicant requested a Specific Use Permit (SUP) for an accessory structure exceeding 1,000 square feet in combined floor area use at 3349 Howard Road. The subject property has two existing accessory structures used for storing lawncare items and a boat. Per the City of Waxahachie Zoning Ordinance, accessory structures exceeding 1,000 square feet in combined floor area use requires a SUP to be approved by the City Council.

According to the Ellis County Appraisal District, the subject property currently has an existing primary structure of approximately 3,528 square feet, and the proposed accessory structure has 698 square feet of air-conditioned space with a covered porch of 318 square feet, totaling 1,016 square feet. The accessory structure features an exterior façade and roof that provides a modern element to the existing home, while complimenting the characteristics of the existing home. The proposed accessory structure will be utilized as a pool house for their grandchildren so that they will not have to walk to the primary structure. The location of the proposed accessory structure meets the typical setback requirements of the City of Waxahachie Zoning Ordinance. It is also important to note that there are several existing accessory structures of comparable size within 0.5 miles of the subject property. Plumbing and electrical work are proposed for the accessory structure; however, the property owners are aware that the accessory structure shall not be separately metered. The property owners have confirmed to staff that the structure will not be used as a dwelling or short-term rental and will not be separately sold or leased from the existing primary structure.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 12 notices were mailed to property owners within 200 feet of the request. In addition, a notice was published in the Waxahachie Sun, and a sign was visibly posted at the property. Staff has received two (2) letters of support and two (2) letters of opposition and noted the two (2) letters of opposition were received from the same household.

Vice Chair Norcross opened the Public Hearing at approximately 7:13 p.m.

There being no others to speak for or against ZDC-39-2025, Vice Chair Norcross closed the Public Hearing at approximately 7:13 p.m.

8. Consider recommendation of ZDC-39-2025

Action:

David Hudgins moved to recommend approval of ZDC-39-2025, a Specific Use Permit (SUP) for Accessory Structures exceeding 1,000 square feet in combined floor area 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).

9. Adjourn

There being no further business, the meeting adjourned at 7:14 p.m.

Respectfully submitted,

Amber Villarreal

City Secretary