

Planning and Zoning Commission
September 23, 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, September 23, 2025 at 7:00 p.m.

Members Present: Rick Keeler, Chairman
Jenny Bridges
David Hudgins
Chad Hicks
Wendy Johnson
Terry Connor

Member Absent: Vacant

Others Present: Trenton Robertson, Senior Director of Planning
Zack King, Planning Manager
Jami Bonner, Assistant 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 September 8, 2025

Action:

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

5. **Recognize Rick Keeler and David Hudgins for their service on the Planning and Zoning Commission**

Senior Director of Planning Trenton Robertson recognized Chairman Rick Keeler, Commissioner David Hudgins, and Commissioner Jeff Reed for their years of dedicated service on the Planning and Zoning Commission. He acknowledged the selfless sacrifices they have made—commitments that impact not only the commissioners themselves but also their families.

Mayor Pro Tem Patrick Souter noted that Waxahachie is a special place because of the deep love its citizens have for the community. He commended Chairman Keeler, Commissioner Hudgins, and Commissioner Reed for their meaningful contributions, stating their efforts have helped make Waxahachie a better place for all.

Staff presented commemorative plaques to Chairman Keeler, Commissioner Hudgins, and Melanie Reed, in honor of her late husband, Commissioner Jeff Reed.

6. Consider recommendation of a request by Jake Pinto, Alpine Start Development, for a Site Plan for Alpine Meadows, located directly south of 1850 FM 878 (Property ID: 290675) – Owner: ASD Waxi Fee Owner LLC (SP-68-2025)

Planning Manager Zack King presented the item. The applicant requests approval of a Site Plan to allow for the construction of Alpine Meadows, a multi-family development comprised of 486 garden-style apartment units and 295 townhome style units. The proposed garden-style units range in size from studio to 3-bedrooms; while the townhome style units include only 2- and 3-bedroom units. The subject property is currently situated in a Planned Development (PD) zoning district that was approved in 2005 with Ordinance 2281, but never developed. The PD zoning district allows for the development of “Multi-Family” Land Uses, with the approval of a Site Plan by the Planning & Zoning Commission and City Council. Planned Development Ordinance 2281 includes a 5.5 acres General Retail tract that is not proposed to be developed as part of this Site Plan application.

The applicant has provided a Site Plan for the subject property, which is designed for a total of 74 multi-family buildings, three (3) clubhouses and associated amenities. The Site Plan is proposed to be developed in three (3) phases. The garden-style units are proposed to be developed in the first two phases and all townhome style units are proposed to be developed as the third phase. The townhome style units are proposed to be located on a single large lot and are not proposed to be individually platted. Access between lots is proposed to be facilitated by the establishment of mutual access easements across the major internal drive-aisles connecting each lot. The site has also been designed to meet the minimum interior and exterior setback requirements of the Multi-Family-1 (MF-1) zoning district which is the base zoning of the PD. Dumpsters screened by 6’8” masonry walls and landscaping have been spaced throughout the development, as required by the Waxahachie Zoning Ordinance.

The Site Plan has also been designed to account for right-of-way (ROW) dedication for FM 878 and FM 879, as required by the 2024 Waxahachie Thoroughfare Plan. The 2024 Thoroughfare Plan identifies both FM 878 and FM 879 as future 120’, 6-lane major arterial thoroughfares.

The proposed Site Plan meets the minimum parking requirement for both total spaces and garage parking spaces. A total of 1,398 parking spaces are required for the development based on the unit count, of which a minimum of 699 spaces are required to be provided as an attached garage parking space. The proposal includes a total of 1,470 parking spaces which are comprised of 1,008 garage spaces and 462 surface spaces. Each individual phase has been designed to meet its own minimum parking requirements without relying on future phases.

The applicant has provided an Elevation/Façade Plan for the proposed garden-style buildings, townhome style buildings, and clubhouse buildings. The primary exterior construction materials proposed for the development feature a combination of brick, stone and fiber cement panels. All 31 garden-style buildings utilize the same design, with color scheme being the only differentiating element between buildings. Four (4) color schemes are proposed for the garden style buildings. Similarly, the 43 proposed townhome style buildings are primarily differentiated by color scheme.

Two (2) color schemes are proposed for the townhomes style buildings. The townhome style buildings can be further differentiated by lengths that vary based on the number of units in each building. All proposed structures meet the minimum articulation and design element requirements of the Waxahachie Zoning Ordinance.

The applicant proposes a total of three (3) points of access for the development. One (1) point of access is proposed on FM 878 and two (2) points of access are proposed along FM 879. The proposed points of access are spaced appropriately to meet Fire Code requirements. The applicant will be required to submit a Traffic Impact Analysis (TIA) with a future Plat and Civil Construction Permit prior to development of the site. Approval of the TIA by the City is required prior to development of the site. The TIA will identify what improvements, if any, are required for FM 878 and FM 879 to facilitate the proposed development. As part of the TIA, the need for signalization of the FM 878 and FM 879 intersection will be analyzed along with the potential need of turn lanes and deceleration lanes at each proposed access point for the development.

The applicant has provided a Landscape Plan that identifies the proposed landscaping for the site. The proposed landscaping does meet the minimum requirements of the Waxahachie Zoning Ordinance. A permanent irrigation system will be installed for all landscape areas.

The applicant proposes to incorporate resident amenities and open space throughout each phase of the development, as required by Section 5.05 of the Waxahachie Zoning Ordinance which requires a minimum of four (4) amenities for each phase of the development. Specific amenities include a resident clubhouse, exercise facilities, swimming pools, sports courts, picnic areas, and trails.

The applicant proposes to install a 6' masonry screening wall along shared property lines with existing single-family residences along FM 878, as required by the Waxahachie Zoning Ordinance. A 6' masonry screening wall is also proposed along the shared property line between the multi-family and general retail tracts. All dumpsters are proposed to be screened by masonry walls at least 6'8" in height, in compliance with the Waxahachie Zoning Ordinance.

The applicant proposes to install two (2) total monument signs as part of the development. A single sign is proposed along both FM 878 and FM 879. The proposed monument signs adhere to the requirements of the Waxahachie Zoning Ordinance.

The applicant has provided a Photometric Plan for the proposed development that demonstrates compliance with the Waxahachie Lighting and Glare Standards. All light fixtures are proposed to be shielded and directed downwards to eliminate light trespass and glare onto adjacent residential property. All proposed light fixtures are restricted to a maximum height of 20'.

The applicant proposes to extend several concrete sidewalks, parking spaces, and drive-aisles through an overhead electric easement held by Brazos Electric Cooperative. These items are required to be provided as part of the development in order to meet minimum open space, parking, and access requirements. Due to this, staff has provided a recommended condition that the applicant be required to provide the City with a Letter of Approval from Brazos Electric Cooperative for the development of these items within the overhead electric easement prior to approval of Civil Construction or Early Grading Permits.

The applicant has provided preliminary utility and grading plans to identify the proposed utility and drainage infrastructure necessary to facilitate the development. The preliminary plans have demonstrated the feasibility of the infrastructure design for the development, based on the proposed site plan. The applicant proposes to utilize a combination of a detention pond and underground detention areas to account the additional run-off from the proposed development fully within the subject property. The final utility and grading plans will be reviewed and approved by the Public Works and Engineering Department with a future Civil Construction Permit.

Commissioner Jenny Bridges expressed concern about the proposed entrance on FM 878, citing the sharp curve in the roadway and the increased potential for accidents. Mr. King explained that the applicant will be required to submit a Traffic Impact Analysis (TIA) as part of the platting and civil construction permitting process. The TIA will assess whether roadway improvements—such as turn lanes or deceleration lanes—are necessary to ensure safety and traffic efficiency. The analysis must be reviewed and approved by the City prior to the commencement of development. Any improvements identified as necessary in the TIA will be the responsibility of the applicant.

Jake Pinto of Alpine Start Development expressed concern with Condition No. 4 in the staff report, which states: *“The proposed open space amenities and clubhouse for each individual phase shall be installed and operational prior to the issuance of the Certificate of Occupancy (CO) for the first structure in the associated phase.”* He explained that this requirement could create unsafe conditions due to the planned sequencing of construction.

As a solution, Mr. Pinto proposed delivering the clubhouse and pool prior to CO issuance, while continuing discussions with Planning staff to coordinate the installation of open space amenities according to a construction schedule. He noted the development includes three phases, each with seven to eight construction sequences and four amenities per phase.

Mr. King clarified that staff recommends all four amenities be completed prior to CO issuance for each phase.

Chairman Keeler reminded the Commission that their role is to make a recommendation to City Council, which will ultimately consider a development agreement that may further address or revise the conditions of approval.

Commissioner David Hudgins suggested the developer provide a financial guarantee to ensure the promised amenities are delivered to residents. Mr. Pinto agreed that such a solution could be reasonable.

Commissioner Bridges encouraged the applicant to engage with surrounding neighbors to share the development plans. Mr. Robertson clarified that public notification is not required for consideration of the proposed site plan.

Action:

David Hudgins moved to recommend approval of SP-68-2025, a Site Plan for Alpine Meadows, subject to the conditions of the staff report. Motion was seconded by Chad Hicks and carried unanimously (6-0).

7. Adjourn

Chairman Keeler shared that it has been a privilege to serve on the Planning and Zoning Commission for many years. He expressed gratitude to City staff for their continued support and thanked Mayor Pro Tem Souter and the City Council for the opportunity to serve. He commended past and present commissioners for their thoughtful contributions and for consistently voting with integrity to help improve Waxahachie. He offered encouragement to current commissioners and wished them continued success in their service.

Commissioner Hudgins also thanked City staff, recognizing their dedication and responsiveness. He acknowledged the challenges of serving on the Commission but emphasized that the rewards far outweigh the difficulties.

Mayor Pro Tem Souter, Commissioners and City staff expressed appreciation to Chairman Keeler and Commissioner Hudgins for their leadership, insight, and service. Mayor Pro Tem Souter also extended heartfelt thanks to Melanie Reed for her support of her late husband, Commissioner Jeff Reed, and his meaningful contributions to the Commission.

Mr. King noted upcoming text amendment items to align with recent legislative changes and upcoming training opportunities are scheduled for November and December. He mentioned the next meeting will include the annual reorganization of the Commission. Mr. King also introduced and welcomed the new City Engineer, Trace Hilton.

There being no further business, the meeting adjourned at 7:43 p.m.

Respectfully submitted,

Jami Bonner
Assistant City Secretary