

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, October 14, 2025 at 7:00 p.m.

Members Present: Wendy Johnson, Chair
Jenny Bridges, Vice Chair
Chad Hicks
Terry Connor
Jimmy Poarch
Ryan Simpson
Bart Underwood

Others Present: Trenton Robertson, Senior Director of Planning
Zack King, Planning Manager
Patrick Souter, Council Representative
Amber Villarreal, City Secretary

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

Commissioner Chad Hicks called the meeting to order and gave the invocation.

- 3. Public Comments**

None.

- 4. Reorganize the Commission**

Action:

Chad Hicks moved to nominate Wendy Johnson as Chair. Motion was seconded by Ryan Simpson and carried unanimously (7-0).

Jimmy Poarch moved to nominate Jenny Bridges as Vice Chair. Motion was seconded by Chad Hicks and carried unanimously (7-0).

- 5. Consent Agenda**

- a. Minutes of the regular Planning & Zoning Commission meeting of September 23, 2025
- b. Consider a request by Bradford Bowen, Trinity Partners CRE, for a Plat of The Plaza at Bessie Coleman, Lots 1-7, Block A, being 13.757 acres, located at the southeast corner of US Highway 77 and Bessie Coleman Boulevard, situated in the Henri Levy Survey, Abstract No. 629 and the Robert Russell Survey, Abstract No. 911, an addition to the City of Waxahachie (Property ID: 189996, 223131) – Owner: BOMAC Wax Investments, LLC (SUB-132-2025)
- c. Consider a request by Richard “Jay” Keenan, Ovilla Builders, Inc., for a Replat of Block B, RVG Plaza Addition to create 1 non-residential lot, being 2.389 acres, located at 141, 151, 161 and 171 RVG Parkway, (Property ID: 238271, 259297) – Owner(s): MAQBUL Property Services & Management, Inc. (SUB-133-2025)

- d. Consider a request by Sherri Taylor, GMcivil, for a Plat of Myrtle Creek Phase 3A, 123 residential lots and 6 non-residential lots, being 42.070-acres, located approximately 2,170 feet east of 2325 S US Highway 287 Bypass, situated in the Robert M. Berry Survey, Abstract 96 & 97 and the Benjamin Collier Survey, Abstract 216, an addition to the City of Waxahachie (Property ID 180362) – Owner: Spur Creek Development, L.P. (SUB-135-2025)
- e. Consider a request by Sherri Taylor, GMcivil, for a Plat of Myrtle Creek Phase 3B, 252 residential lots and 14 non-residential lots, being 92.344-acres, located approximately 3,590 feet northeast of 2325 S US Highway 287 Bypass, situated in the Benjamin Collier Survey, Abstract 216 and the Christopher Bedwell Survey, Abstract 94, an addition to the City of Waxahachie (Property ID 180362) – Owner: Spur Creek Development, L.P. (SUB-136-2025)
- f. Consider a request by Kati Watson, Windrose Services, for a Plat of Montclair 287 Land Addition, Lot 1, Block A, being 2.696 acres, located directly north of 3001 US Highway 287, situated in the W. Irwin Survey, Abstract No. 546, an addition to the City of Waxahachie (Property ID: 308078) – Owner(s): Montclair 287 Land, LLC (SUB-141-2025)

Action:

Chad Hicks moved to approve the Consent Agenda, subject to the recommendations of staff. Motion was seconded by Terry Connor and carried unanimously (7-0).

- 6. Present a request by Jose Zavala for a Plat of Zavala ADDITION, lot 1 Block A, being 0.1642 acres, located at the intersection of S Rogers St and Five Points Rd, situated in the James Armstrong Survey, Abstract 6, an addition to the City of Waxahachie (Property ID 179039) – Owners: Jose Zavala and Juan Zavala (SUB-124-2025)**

Planner David Jones presented the Item and Jose Zavala requested approval. The applicant requests to plat the subject property for the purpose of residential development. The project is located within the Infill Overlay District and is subject to the lot size and dimension requirements of the Infill district. The proposed lot size is discussed in greater detail below. The plat includes dedication of 15' utility easements along S Rogers Street and Five Points Road, per the Waxahachie Subdivision Ordinance.

During the review of the replat application, staff identified technical errors that conflict with the requirements of the Waxahachie Subdivision Ordinance. These technical items are required to be corrected prior to filing the replat. The correction of each item has been identified as a condition of approval in the staff recommendation section below.

The proposed plat will not meet the minimum lot size standards of the Infill Overlay, but the applicant has filed a Petition for Hardship Waiver. Infill standards require that subject property be within 90% of the average lot size of adjacent properties (64,352 sf). This subject property is a remnant, un-platted lot and is much smaller than average for the surrounding area. In order not to reduce the proposed lot size any further, the applicant has also requested to not dedicate right-of-way (ROW) for S Rogers Street as typically required by the Waxahachie Thoroughfare Plan. The subject property is only 0.1642 acres (7,152sf). Staff is supportive of the Petition for Hardship Waiver due to the fact that the proposed lot is comparable in size to a majority of existing lots in the surrounding area.

7. Consider recommendation of SUB-124-2025

Action:

Jenny Bridges moved to approve SUB-124-2025, a Plat of the Zavala Addition, Lot 1, Block A, subject to the conditions of the staff report, authorizing the Mayor and/or Interim City Manager to sign the associated documents accordingly. Motion was seconded by Chad Hicks and carried unanimously (7-0).

8. Public Hearing on a request by Gilberto Escobedo, for a Replat of Lot 13R, Block 180, of the Oak Lawn Addition, to create Lot 13R-A and Lot 14R, Block 180, Oak Lawn Addition, 0.191 acres, located at 309 Henry Street (Property ID 175115) – Owner: Escodedo Gilberto Jr (SUB-127-2025)

Planner Caleb Ensley presented the Item. The applicant proposes to replat the subject property from one (1) lot into two (2) lots for single family residential use. The property was originally platted as Lots 13 & 14 of the Oak Lawn Addition before being replated into lot 13R in 1985. The original Lots 13 & 14 were of similar size to the currently proposed lots. The property is located within the City's Infill Overlay District and the proposed lots will be consistent in size with the neighboring lots on Henry Street.

The applicant requests a Petition for Relief Waiver for the right-of-way (ROW) dedication requirement along Henry Street for this property. The current right-of-way width on Henry St is 25', with the current City of Waxahachie's Thoroughfare Plan calling for a 50' right-of-way. The applicants' Petition of Relief Waiver will allow the proposed properties to remain consistent with the surrounding lots; none of which have dedicated additional right-of-way for Henry Street. The waiver would also allow the homes to be built on the properties to remain consistent with the surrounding homes in terms of size and placement on the lots. Due to the lots closely aligning with the surrounding area, staff is supportive of this replat and the Petition for Relief Waiver.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 32 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 five (5) letters of opposition for the proposed replat.

Chair Wendy Johnson opened the Public Hearing at approximately 7:15 p.m.

There being no others to speak for or against SUB-127-2025, Chair Johnson closed the Public Hearing at approximately 7:15 p.m.

9. Consider recommendation of SUB-127-2025

Action:

Chad Hicks moved to recommend approval of SUB-127-2025, a Replat of Lot 13R, Block 180, of the Oak Lawn Addition, to create Lot 13R-A and Lot 14R, Block 180, subject to the conditions of the staff report, authorizing the Mayor and/or Interim City Manager to sign the associated documents accordingly. Motion was seconded by Ryan Simpson and carried unanimously (7-0).

10. Public Hearing on a request by Aaron Pass for a Specific Use Permit (SUP) for an Accessory Structure exceeding seven hundred (700) square feet use within a Future Development (FD) zoning district located at 1664 FM 387 (Property ID 303204) - Owner: Tyler Carter (ZDC-106-2025)

Mr. Ensley presented the Item. The applicant proposes a Specific Use Permit (SUP) to construct an accessory structure which exceeds seven hundred (700) square feet at 1664 FM 387. The City of Waxahachie Zoning ordinance requires City Council to approve a SUP to allow accessory structures over 700 square feet in size.

According to the Ellis County Appraisal District, the existing single-family dwelling is approximately 5,622 square feet. The proposed accessory structure is two-story and has a total floor area of 4,000 square feet. The proposed accessory structure does meet the requisite setback requirements of the Waxahachie Zoning Ordinance for accessory structures in Future Development (FD) zoning districts. The accessory structure is comprised almost entirely of metal r-panel, with High Stone Wainscot making up the base of the proposed structure, and is proposed to be used for storage and a hobby space. The applicant proposes to extend the concrete driveway from their existing home to the proposed accessory structure.

The applicant has confirmed to staff that the structure will not be used as a dwelling or short-term rental and will not be sold or leased separately from the existing primary structure. According to the applicant's revised Operational Plan, Oncor has advised the applicant that the structure will not be able to use the same meter for both the primary and proposed accessory structure due to the power demand. Oncor has advised the installation of a separate non-residential electric meter for the accessory structure. Lastly, the applicant also noted that this structure will not be used for commercial purposes.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 6 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 zero (0) letters of opposition and zero (0) letters of support for the SUP request.

Chair Johnson opened the Public Hearing at approximately 7:19 p.m.

There being no others to speak for or against ZDC-106-2025, Chair Johnson closed the Public Hearing at approximately 7:19 p.m.

11. Consider recommendation of ZDC-106-2025

Action:

Ryan Simpson moved to recommend approval of ZDC-106-2025, Specific Use Permit (SUP) for an Accessory Structure exceeding seven hundred (700) square feet in use, subject to the conditions of the staff report, authorizing the Mayor and/or Interim City Manager to sign the associated documents accordingly. Motion was seconded by Chad Hicks and carried unanimously (7-0).

12. Public Hearing on a request by Javier Landeros, Inkspllicit Tattoo Studio, LLC, for a Specific Use Permit (SUP) for a Tattoo or Body Piercing Shop use within the General Retail (GR) zoning district located at 120 North US Highway 77, Suite A (Property ID 173425 – Owner(s): 120 North LLC (ZDC-112-2025))

Senior Planner Oanh Vu presented the Item and Javier Landeros requested approval. The applicant proposes a Specific Use Permit (SUP) for Tattoo Shop use at 120 North US Highway 77, Suite A. The use of a Tattoo Shop requires an approved SUP by City Council per the City of Waxahachie's Zoning Ordinance. The applicant is a tattoo artist who is proposing to operate a tattoo shop at the subject property primarily on an appointment-only basis but will accommodate walk-ins between the hours of 3:00 PM through 10:00 PM from Tuesdays through Saturdays. The applicant is proposing to have one chair for himself to occupy this space. The applicant offers additional services such as logo design, shirt designs, wall murals, and other projects utilizing his artistic skills.

The subject property previously received approval for a SUP to operate a Cosmetic and Restorative Studio (Permanent) use City Council meeting on April 3, 2023 (ZDC-177-2022); however, the applicant did not proceed with leasing the space within six (6) months of approval. Therefore, the approved SUP is no longer valid.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 20 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 no letters in support and opposition for the SUP request.

Chair Johnson opened the Public Hearing at approximately 7:23 p.m.

There being no others to speak for or against ZDC-112-2025, Chair Johnson closed the Public Hearing at approximately 7:23 p.m.

13. Consider recommendation of ZDC-112-2025

Action:

Chad Hicks moved to recommend approval of ZDC-112-2025, for a Specific Use Permit for a Tattoo or Body Piercing Shop use, subject to the conditions of the staff report, authorizing the Mayor and/or Interim City Manager to execute all documents accordingly. Motion was seconded by Terry Connor and carried unanimously (7-0).

14. Adjourn

City staff and Commissioners warmly welcomed the new members and extended their congratulations to the newly appointed Chair and Vice Chair.

Commissioner Jimmy Poarch expressed his gratitude to the City Council and the Planning and Zoning Commission for the opportunity to serve.

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Mayor Pro Tem Patrick Souter thanked the Planning and Zoning Commission for their willingness to serve and contribute to the community.

There being no further business, the meeting adjourned at 7:32 p.m.

Respectfully submitted,

Amber Villarreal

City Secretary