

Planning and Zoning Commission
March 24, 2026

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, March 24, 2026 at 7:00 p.m.

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

Member Absent: Chad Hicks

Others Present: Shon Brooks, Assistant City Manager
Trenton Robertson, Director of Planning
Zack King, Planning Manager
Patrick Souter, Council Representative

1. Call to Order

Chair Wendy Johnson called the meeting to order.

2. Invocation

Jimmy Poarch gave the invocation.

3. Public Comments

Kathy Kacal, 405 Brookside Road, Waxahachie, Texas, thanked the Commission for their service and voiced traffic safety concerns.

4. Consent Agenda

- a. Minutes of the regular Planning & Zoning Commission meeting of March 10, 2026
- b. Consider a request by Richard Keenan, Ovilla Builders Inc for a Replat of RGV PLAZA, lots 4R-1A and 4R-1B, Block B, being 2.389 acres, located at 141-151 RGV Parkway, situated in the Robert Parks Survey, Abstract 851, an addition to the City of Waxahachie (Property IDs 238271, 259297) – Owner: Maqbul Property Services & Management INC (SUB-15-2026)
- c. Consider a request by Kelly Dlabaj, for a Replat of Lot 6, Lot 7 & the HOA Amenity Lot, Block 1 of the Haley's Place Addition, to create Lot 6R & Lot 7R of the Haley's Place Addition, being 0.370 acres, located at 304 & 300 Haley Drive (Property IDs 314068 & 276717)– Owners: Kelly Dlabaj & Adrian Tijerina and Carlos Leal (SUB-19-2026)
- d. Consider a request by Kailey Massey, for a Plat of Garden Valley Crossing Addition, Lots 1 & 2, Block 1, being 4.084 acres, located at the northwest corner of Broadhead Road and Garden Valley Parkway, situated in the John B. Adams & Ann Adams Survey, Abstract No. 5, an addition to the City of Waxahachie (Property ID: 242234 – Owner(s): WP Legacy LTD and Darwood Broadhead Partners, LP (SUB-26-2026)

Action:

Ryan Simpson moved to approve the Consent Agenda, subject to the recommendations of staff. Motion was seconded by Terry Connor and carried unanimously (6-0).

5. Public Hearing on a request by Priya Acharya, for a Specific Use Permit (SUP) for a Drive-Through Establishment (Frost Bank) use within a General Retail (GR) zoning district located directly east of 2181 N US Highway 77 (Property ID 312998) - Owner: Waxahachie Hedgewood 1, LLC (ZDC-181-2025)

Planner Caleb Ensley presented the Item and applicant Priya Acharya requested approval. The applicant proposes a Specific Use Permit (SUP) to allow for the development of a Drive-Through Establishment use (Frost Bank) as part of a proposed bank directly east of 2181 N US Highway 77. The subject property is situated in a General Retail (GR) zoning district. The Waxahachie Zoning Ordinance requires that a SUP be approved to allow for Drive-Through Establishment land uses within a General Retail (GR) zoning district. The site design does meet the minimum setback requirements of the General Retail Zoning (GR) District.

The applicant proposes a Specific Use Permit (SUP) for a Drive-Through Establishment use (Frost Bank) as part of a proposed Bank with a drive-through service east of 2181 N US Highway 77. The proposed bank is a total of 5,473 square feet in size. The applicant has noted that the typical hours of operation of the business will be Monday through Friday from 9:00 am to 5:00 pm and Saturday from 9:00 am to 1:00 pm; with the bank being closed on Sundays. A total of seventeen (17) employees are expected at this location. It is important to note that a Bank (Frost) land use without a drive-through is permitted within the General Retail (GR) zoning district by right.

The proposed site plan includes four (4) drive-through lanes with sufficient stacking for twenty (20) vehicles in total (five per lane). The drive-through lanes are designed to run adjacent to the eastern portion of the proposed structure. There is also a dedicated bypass lane adjacent to the drive-through aisles. A total of twenty-eight (28) parking spaces are required for the proposed drive-through establishment (Frost). The applicant has exceeded the minimum parking requirement and has designed the site to include forty-one (41) parking spaces. The parking provided for the site is more than sufficient to support this particular use.

BJ's Wholesale has constructed private drive aisles acting as driveway connections for both N US Highway 77 and Hedgewood Drive. Frost Bank will utilize these drive aisles for access purposes. These drive aisles have been placed in mutual access easements via the recorded plat for the subject property.

The applicant has provided two Elevation/Façade options as part of this SUP proposal. Option A and B feature both masonry exterior construction materials for facades. These masonry materials are primarily made up of Stone, Stucco-Shaker Beige, Stucco-Buckhorn, and Silver Metal Panels. The exterior construction materials are proposed to be painted with a mixed earth tone pallet with silver accents; which are Frost Bank's typical brand color. Option A proposes a stucco material that is smooth. Whereas Option B exhibits a more patterned stucco material. Both exhibit options meet the articulation requirements of the Waxahachie Zoning Ordinance.

The landscaping proposed with this SUP meets the requirements of the Waxahachie Zoning Ordinance.

The applicant proposes to install wall and monument sign that adheres to the typical height and size requirements of the Waxahachie Zoning Ordinance. Additionally, the monument sign will be located outside of all easements on the site.

The applicant has provided a Photometric Plan with this Planned Development application to demonstrate compliance with the Waxahachie Zoning Ordinance. The Photometric Plan does adhere to the requirements of the Waxahachie Lighting and Glare standards. Staff has verified that all wall-mounted and pole-mounted light fixtures are designed to be directed downward towards the site and will be equipped with shields to further mitigate light trespass on adjacent properties.

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. Staff has received zero (0) letters of support and zero (0) letters of opposition for the SUP request.

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

There being no others to speak for or against ZDC-181-2025, Chair Johnson closed the Public Hearing at approximately 7:13 p.m.

6. Consider recommendation of ZDC-181-2025

Action:

Jenny bridges moved to recommend approval of ZDC-181-2025, a Specific Use Permit (SUP) for a Drive-Through Establishment (Frost Bank) with elevation option A, subject to the conditions the staff report, authorizing the Mayor and/or City Manager to sign the associated documents accordingly. Motion was seconded by Jimmy Poarch and carried unanimously (6-0).

7. Public Hearing on a request by Tiffany Novotny, for a Specific Use Permit (SUP) for a Tattoo Shop use within a Commercial (C) zoning district located at 201 Ferris Ave (Property ID 170985) - Owner: Lynne Lee (ZDC-13-2026)

Planner David Jones presented the Item and applicant Tiffany Novotny requested approval. The applicant proposes a Specific Use Permit (SUP) for Tattoo Shop use at 201 Ferris Ave, Suite 4. The shop will be located within a suite of Gloss Salon. The use of a Tattoo or Body Piercing Shop requires an approved SUP by City Council per the City of Waxahachie's Zoning Ordinance. The tattoo shop will be appointment only and follow the similar hours of operation to the salon. The studio will be open on Sundays from 12pm-4pm, Tuesday-Saturday from 10am-6pm and closed on Mondays. The applicant is proposing to have only one tattoo chair within the suite. There will be a waiting area outside the room as well as seating in the salon. The proposed SUP will allow the applicant to offer tattoo services while the applicant will specialize in Fine-Line tattoos.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 26 notices were mailed to property owners within 200 feet of the request. Staff has received no letters in support and opposition for the SUP request.

Chair Johnson opened the Public Hearing at approximately 7:25 p.m.

There being no others to speak for or against ZDC-13-2026, Chair Johnson closed the Public Hearing at approximately 7:25 p.m.

8. Consider recommendation of ZDC-13-2026

Action:

Jimmy Poarch moved to recommend approval of ZDC-13-2026, a Specific Use Permit for a Tattoo or Body Piercing Shop use allowing Sunday operations between 1:00 p.m. and 5:00 p.m., subject to the conditions the staff report, authorizing the Mayor and/or City Manager to sign the associated documents accordingly. Motion was seconded by Jenny Bridges and carried unanimously (6-0).

13. Adjourn

There being no further business, the meeting adjourned at 7:28 p.m.

Respectfully submitted,

David Jones, Planner