

Planning and Zoning Commission
May 12, 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 May 12, 2026 at 7:00 p.m.

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

Members Absent: Wendy Johnson, Chair
 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

Vice Chair Jenny Bridges called the meeting to order at 7:00 p.m.

2. Invocation

Ryan Simpson gave the invocation.

3. Public Comments

None.

4. Consent Agenda

- a. Minutes of the regular Planning & Zoning Commission meeting of April 14, 2026
- b. Minutes of the regular Planning & Zoning Commission meeting of April 28, 2026
- c. Consider a request by Brandon Tolentino, Spairs Engineering, for a Plat of the Alpine Meadows Addition, Lot 1, Block A, being 18.098 acres, located directly south of 1850 FM 878, situated in the W.C. Calder Survey, Abstract No. 235 and the S.C. White Survey Abstract No. 1249, an addition to the City of Waxahachie (Property ID 290675) – Owners: ASD Waxi Fee Owner, LLC (SUB-36-2026)
- d. Consider a request by Mandy Marmon, McAdams, for a Plat of Heritage Square Townhomes Phase 2, Lot 1, Block A, being 21.57 acres, located at South of 501 Houston Street, situated in the Robert Parks Survey, Abstract 851, an addition to the City of Waxahachie (Property ID(s): 189345– Owner(s): Skanda Investments LLC, Masina Investments LLC, and MM Heritage Extension LLC (SUB-41-2026)
- e. Consider a request by Alexander Rodriguez for a Plat of NH Waxahachie Addition, Lot 1, Block A, being 1.662 acres, located at 3075 N. US Highway 77, situated in the William B. Haynes Survey, Abstract No. 48, an addition to the City of Waxahachie (Property ID 185355) – Owner: NH Waxahachie LLC (SUB-44-2026)

- f. Consider a request by Julie Menzies, for a Plat of the Menzies Addition, 1 residential lot and 1 nonresidential lot, being 1.428-acres, located at 113 Overhill Drive, situated in the William Dye Survey, Abstract 296, an addition to the City of Waxahachie (Property ID 182308) – Owner: Julie & Don Menzies (SUB-45-2026)
- g. Consider a request by Brian Landry, KFM Engineering & Design, for a Replat of the Kelly Bend Addition, to create Lots 1X, Block A & to dedicate 11.10 acres of Right-of-Way for the Kemp Ranch Addition Phase 1A, being 16.22 acres, located directly south of 300 Brookside Rd (Property ID 193823, 189323, 189326, 189336, 189333, 189248, 303651, & 303652) – Owner: Minto KR, LLC (SUB-47-2026) –

Vice Chair Bridges announced that Item g was withdrawn from the Consent Agenda.

Action:

Ryan Simpson moved to approve items A – F on the Consent Agenda subject to the conditions of the staff report. Motion was seconded by Terry Connor and carried unanimously (5-0).

- 5. Consider a request by Jasmine Martinez, CBG Surveying Texas, LLC, for a Replat of Lots 1-3, Block 183 of the New Town Heights Addition, to create Lot 1R, Block 183 of the NB Housing Investments Addition, one residential lot, being 0.23 acres at 1206 Wyatt Street, (Property ID 174823) – Owner(s): NB Housing Investments, LLC (SUB-38-2026)**

Senior Planner Oanh Vu presented the item and applicant Nestor Bahena requested approval. The applicant proposes to replat the subject property into one (1) lot for residential use. The property is currently served by the City's water and sewer. Wyatt Street is designated as a Minor Collector with a sixty foot (60') right-of-way (R.O.W.); therefore, the applicant proposes to dedicate two and one-half (2.5) feet of additional R.O.W., for a total of thirty (30) feet of dedication from the centerline of the ROW, representing the portion required to be dedicated by the property owner. Additionally, the applicant proposes to dedicate a fifteen-foot (15') utility easement along Wyatt Street.

The applicant is requesting relief from Section 3.1.c.6 and Section 3.3.a of the Waxahachie Subdivision Ordinance due to the presence of an existing structure that the property owner does not intend to demolish. However, the owner does plan to expand the structure's footprint toward the east and south.

Specifically, the applicant requests relief from Appendix C – III, Subdivision Design Standards, Section 3.1.c.6 (Streets) to reduce the required right-of-way dedication from twelve (12) feet to five (5) feet. Rodriguez Street was originally platted as a thirty-foot (30') R.O.W. in the New Town Heights Addition and was later identified as a fifty-four-foot (54') R.O.W. Minor Street during the replatting of the Wyatt-Peters Addition in 2019 to align with the City of Waxahachie 2016 Thoroughfare Plan. Currently, Rodriguez Street remains an unimproved R.O.W. and is not included in the City's five-year Capital Improvement Projects (CIP) Plan.

In addition, the applicant is requesting relief from Appendix C – III, Subdivision Design Standards, Section 3.3.a (Easements) along the western property boundary, which runs parallel to Rodriguez Street, to reduce the required utility easement from fifteen (15) feet to five (5) feet. This request is necessary due to the existing structure encroaching into the required utility easement established by the Waxahachie Subdivision Ordinance.

Action:

Ryan Simpson moved to recommend approval SUB-38-2026 for a Replat of Lots 1-3, Block 183 of the New Town Heights Addition and the associated Petition of Relief Waiver requests, subject to the staff report, authorizing the Mayor to sign the associated documents accordingly. Motion was seconded by Jimmy Poarch and carried unanimously (5-0).

- 6. Public Hearing on a request by Dutch Neuweiler, Minto Communities Texas, LLC, for an Amendment to Ordinance No. 3704, to revise the location of the Welcome Center and update associated Exhibits within the approved Planned Development, located at 300 Brookside Road (Property ID's 179468, 179534, 182520, 187960, 189323, 189326, 189333, 189336, 192306, 193815, 193822, 193823, 234203, 263786, 264568, 303651, 303652) – Owners: Minto KR, LLC (ZDC-24-2026)**

Planning Manager Zack King presented the Item and applicant Brian Cale requested approval. The applicant proposes amend the Kemp Ranch Planned Development (Ordinance 3704) to accommodate a relocation of the Welcome Center. The Welcome Center was originally proposed to be located within the Mixed-Use District directly adjacent to I35E. However, after advancing further into the development process, the applicant has determined that it would be more beneficial for their marketing and development plans to locate the Welcome Center further into the interior of the site. The Welcome Center is initially intended to serve as the landing point near the model home area for buyers and builders interested in the development. Once build-out of the residential portion of the development is completed, the Welcome Center is intended to transition to a standard commercial structure within the Mixed-Use District.

The new proposed location for the Welcome Center is identified as a portion of a linear park under the current zoning. The new location is directly adjacent to the Traditional Residential District; which will make visits by guests to the model home area more efficient. Due to the intended future use of the Welcome Center structure, it is necessary for the underlying zoning of the Welcome Center tract to be the Mixed-Use District. Additionally, the relocation of the Welcome Center triggers a need to replace the lost portion of the linear park (approximately 5-acres) elsewhere on the subject property. To account for these impacts stemming from the Welcome Center relocation, the applicant has provided an amended Concept Plan and Open Space & Trail Plan. Net total acreages for Park/Open Space and the Mixed-Use District are proposed to remain unchanged. Additionally, due to references to the Welcome Center in originally approved exhibits, the applicant has provided an amended Thoroughfare exhibit, Screening Plan, Signage Plan, Phasing Plan, and Waxahachie Midlothian Trail Reserve Conveyance exhibit with this application.

To account for the approximately 5-acres lost from the linear trail along the future Brookside Road addition, the applicant has proposed to add an approximately 5-acre linear trail that extends west from I35E between the Mixed-Use District and the Waxahachie Regional Park/Trail. The additional linear park ensures the total acreage of “linear parks” provided within the development as a whole remains unchanged from the original Planned Development requirement. The additional linear park is proposed to extend for approximately 2,800’ and is approximately 80’ in width.

While the addition of a linear park to preserve minimum acreage requirements is necessary, staff has concern with the functionality of the additional park specifically related to its proposed location and dimensions. As noted, the linear park is proposed adjacent and parallel to the Waxahachie Regional

Park/Trail; which varies in width from 350' to 650' in this area along Waxahachie Creek. The regional park/trail is proposed to include the Hike & Bike Trail extension and will likely be completed prior to the proposed linear park since completion of this portion of the regional park is tied to the initial phase of development for the Traditional Residential district.

The conceptual proposal for the additional linear park as a separate, parallel park to the regional park/trail is unlikely to deliver an equivalent or beneficial replacement to the linear park required by the existing zoning. The functionality of 80' linear park directly adjacent to the regional park is questionable due to the fact that the regional park is already required to have additional trails extending to and from the primary Hike & Bike Trail. Furthermore, the development of the linear park in this location may result in disrupted access to the regional park during construction.

To alleviate concerns regarding the additional linear park's location and functionality, staff recommends that Exhibit F be revised to locate the additional linear park to an area between the Traditional Residential District and the Mixed-Use District. Placing the additional linear park in this area would provide a connection from the welcome center and the remaining portion of the original linear park to the regional park/trail along Waxahachie Creek. A linear park in this location would serve as additional justification for the PD Amendment by providing a north-south connection to the regional park/trail that does not exist in the current zoning. This alternative linear park would need to be approximately 1,100' to connect the welcome center to the regional park/trail. In order to maintain a 5-acre minimum size, the alternative linear park would need to be approximately 200' wide. In addition to a beneficial increase in trail connectivity, this alternative linear park would result in the added benefit of a buffer between single-family homes and the adjacent Mixed-Use District.

Vice Chair Bridges opened the Public Hearing at approximately 7:16 p.m.

Those who spoke in opposition:
Kathy Kacal, 405 Brookside Road, Waxahachie, Texas

There being no others to speak for or against ZDC-24-2026, Vice Chair Bridges closed the Public Hearing at approximately 7:24 p.m.

7. Consider recommendation of ZDC-24-2026

Action:

Ryan Simpson moved to recommend approval of ZDC-24-2026, a Planned Development Amendment request for Ordinance 3704, subject to the conditions the staff report, authorizing the Mayor and/or City Manager to sign the associated documents accordingly. Motion was seconded by Terry Connor and carried unanimously (5-0).

8. Adjourn

Councilman Patrick Souter congratulated Zack King on his new opportunity and announced that this would be his last meeting serving as the City Council liaison to the Planning & Zoning Commission. Councilman Souter thanked the Planning & Zoning Commission and City staff for their time, training, workshops, and dedication to the City.

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

Respectfully submitted,

Oanh Vu, Senior Planner