

Planning and Zoning Commission
May 26, 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 26, 2026 at 7:00 p.m.

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

Others Present: Shon Brooks, Assistant City Manager
Trenton Robertson, Director of Planning

1. Call to Order

Chair Wendy Johnson called the meeting to order at 7:00 p.m.

2. Invocation

Jimmy Poarch gave the invocation.

3. Public Comments

None.

4. Consent Agenda

- a. Minutes of the regular Planning & Zoning Commission meeting of May 12, 2026
- b. Consider a request by Brad Yates for a Replat of Northgate II Addition, Lot 24, Block 4, to create six (6) residential lots, being 0.425 acres, located West of 131 Mark Trail, an addition to the City of Waxahachie (Property ID: 174984) – Owner: Colonial Restoration Group, Inc (SUB-50-2026)

Action:

Bart Underwood moved to approve the Consent Agenda subject to the conditions of the staff report. Motion was seconded by Terry Connor and carried unanimously (6-0).

5. Public Hearing on a request by City of Waxahachie to rename a portion of Old Italy Road, beginning approximately 600 feet south along the western property boundary of the tract of land described as Tract 1 in deed to Blue Jacket Group LLC, recorded in Instrument No. 2242342, of the Official Public Records of Ellis County, Texas (OPRECT), to the beginning of Lake Shore Drive, should be, and is, renamed to be “Eastham Way”

Director of Planning Trenton Robertson presented the Item. The City of Waxahachie Public Works Department identified a portion of Old Italy Road that necessitated a name change during the design process for a new thoroughfare adjacent to Waxahachie Creek High School.

City Council has proposed to rename the portion of Old Italy Road, approximately 600 feet south along the western property boundary of the tract of land recorded in Instrument No. 2242342, of the Official Public Records of Ellis County, Texas, to the beginning of Lake Shore Drive, to “Eastham Way”.

City staff sent letters to all property owners adjacent to the portion of Old Italy Road being renamed, but no responses have been received.

Chair Johnson opened the Public Hearing at approximately 7:04 p.m.

There being no others to speak for or against the case, Chair Johnson closed the Public Hearing at approximately 7:04 p.m.

6. Consider recommendation of renaming a portion of Old Italy Road to Eastham Way

Action:

Jenny Bridges moved to recommend approval of the Ordinance to rename a portion of Old Italy Road to Eastham Way within the city of Waxahachie authorizing the Mayor and/or City Manager to execute all necessary documents. Motion was seconded by Terry Connor and carried unanimously (6-0).

7. Public Hearing on a request by Terry Weaver for a Zoning Change from a Single Family-2 (SF-2) zoning district to a Two-Family (2F) zoning district, for a duplex use located at 525 Lake Park Avenue, (Property ID 171592) - Owner: Kotha Holdings Group LLC (ZDC-146-2025)

Mr. Robertson presented the Item and applicant Terry Weaver requested approval. The applicant proposes to rezone approximately 7.09-acres of an existing 8.122-acre tract at 525 Lake Park Avenue from a Single Family-2 (SF-2) zoning district to a Two-Family (2F) zoning district to allow for the development of 7 duplexes.

As a straight zoning change request, this proposal does not include any specific site plan or development standards to demonstrate how the subject property may develop. Instead, development of the subject property is proposed to follow the standards established by the 2F zoning district, as described by the Waxahachie Zoning Ordinance. The standards of the existing Waxahachie Zoning Ordinance would permit duplexes to be developed on lots a minimum of 9,000 square feet in size with a minimum front setback of 25’ and side setback of 6’. Additionally, each dwelling unit is required to be a minimum of 900 square feet and to provide a minimum of two (2) paved parking spaces behind the front setback line. Structures developed under the base 2F zoning district would not be required to use any specific exterior construction materials, such as brick or stone; but would be subject to the architectural design requirements of Section 5.01 of the Waxahachie Zoning Ordinance.

While no specific site plan is tied to this zoning change request, the applicant has provided a conceptual Replat to demonstrate what a feasible duplex development could look like on the subject property. This supporting document is attached to this report as the “Conceptual Subdivision” exhibit. The exhibit demonstrates that a new street ending in a cul-de-sac would be necessary to provide access to the interior of the site due to the property’s unique shape. The exhibit identifies seven (7) lots that

could be feasibly front the new street, with each lot containing a duplex structure with two dwelling units. These are shown as lots 4-10 in the conceptual exhibit. Lots 1-3 in the exhibit are located on the portion of the subject property that is proposed to remain as a Single-Family-2 zoning district and would be developed with typical single-family homes. The applicant has noted that if this request is approved, they are likely to utilize a layout similar to this conceptual subdivision when developing the property. However, it is important to note that if the zoning change is approved, more than seven (7) duplex structures could feasibly be developed on the subject property.

Staff has concern that the proposed straight 2F zoning request is inappropriate for subject property due to inconsistency with the current zoning and established land use of the surrounding area (single-family). All property within an approximately ½ mile radius of the subject property is currently zoned single family, with the exception of the Hope Health clinic on Coleman Street. Introducing a 2F zoning district on the subject property without appropriate design standards is likely to lead development that is incompatible with the adjacent neighborhood.

With this in mind, staff recommends that the request be revised to include development standards that more closely align with the existing conditions of the surrounding area. Specifically, provisions that require each dwelling unit to be situated on an individually platted, fee simple lot and provisions that require approval of elevation/façade plans for each duplex by the Planning & Zoning Commission are recommended. These provisions would allow the development to be more closely aligned with the existing neighborhood by allowing for owner-occupancy of the duplexes and by ensuring the design of the duplexes is consistent with adjacent homes. These recommendations could be implemented directly as conditions added to approval of the zoning change request or by transitioning the request to a Planned Development application.

The applicant has acknowledged staff concerns and has requested to proceed to the Planning & Zoning Commission and City Council for consideration of the straight zoning change request. The applicant has noted that a straight zoning request is preferable due to the flexibility it provides to the property owner. However, the applicant has also noted that they are willing to consider and address any potential concerns that the Planning & Zoning Commission and City Council may have with the straight zoning request.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 38 notices were mailed to property owners within 200 feet of the request. Staff has received two (2) letters of support and one (1) letter of opposition to the Zoning Change request.

Chair Johnson opened the Public Hearing at approximately 7:17 p.m.

Those who spoke in opposition:

Dottie McClary, 530 Lake Park Avenue, Waxahachie, Texas

There being no others to speak for or against ZDC-146-2025, Chair Johnson closed the Public Hearing at approximately 7:19 p.m.

8. Consider recommendation of ZDC-146-2025

Action:

Ryan Simpson moved to recommend approval of ZDC-146-2025, a Zoning Change from a Single Family-2 (SF-2) zoning district to a Two-Family (2F) zoning district, subject to the conditions of the staff report. Motion was seconded by Jenny Bridges and carried 5-1 with Jimmy Poarch voting in opposition.

9. Public Hearing on a request by Melvin Barnes, for a Specific Use Permit (SUP) for an Accessory Dwelling Unit use within a Single Family-2 zoning district located at 732 N. Gibson St (Property ID 174210) - Owner: William T. Marth & Susan Marth (ZDC-4-2026)

Mr. Robertson presented the Item and applicants Geovany Barnes requested approval. The applicant proposes a Specific Use Permit (SUP) to allow for an Accessory Dwelling Unit (ADU) as part of a 2,858 square foot addition to an existing 1,292 square foot single-family residence. The Waxahachie Zoning Ordinance requires approval of a SUP to allow for an Accessory Dwelling Unit use within a Single Family-2 (SF-2) zoning district. The proposed accessory dwelling unit is located to the rear of the primary home at 732 N. Gibson St and meets the minimum setback requirements for an accessory structure within the Infill Overlay District. The applicant is proposing an enclosed attached garage towards the rear of the addition, which will be accessible via a concrete drive facing the alley behind the existing lot. The proposed accessory dwelling unit will include one (1) bedroom, one (1) bathroom, a washer/dryer connection, a full kitchen, and an open living area. Access doors will be available from the Northwest side of the property.

The applicant has previously mentioned to staff that this project will potentially be done in phases. This phased approach could leave the ADU detached from the primary structure for a period of time. Lastly, there are two lots currently situated on 732 N. Gibson. Due to the current lot configuration, and where the proposed addition will go, the proposed structure would cross over an existing property line, and therefore would require a replat before a building permit can be issued.

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. Staff has received one (1) letter of opposition and zero (0) letters of support for the proposed SUP.

Chair Johnson opened the Public Hearing at approximately 7:33 p.m.

There being no others to speak for or against ZDC-4-2026, Chair Johnson closed the Public Hearing at approximately 7:33 p.m.

10. Consider recommendation of ZDC-4-2026

Action:

Ryan Simpson moved to continue ZDC-4-2026, a Specific Use Permit for an Accessory Dwelling Unit to the July 28, 2026 Planning & Zoning Commission meeting. Motion was seconded by Jenny Bridges and carried unanimously (6-0).

11. Public Hearing on a request by Jeremy Nelson, Westfall Engineering, for a Specific Use Permit (SUP) for a Unified Lot Sign for a Child Daycare Center within a General (GR) zoning district located at 1328 and 1332 Brown Street (Property ID(s): 295112 and 295113) Owner(s): Buffalo Creek Plaza LLC (ZDC-23-2026)

Senior Planner Oanh Vu presented the Item and applicant Jeremy Nelson requested approval. The applicant requests approval of a Specific Use Permit (SUP) for a Unified Lot Sign associated with a Child Daycare Center (The Learning Experience) to be located on Lot 2 (1332 Brown Street). The Waxahachie Zoning Ordinance requires a SUP for a Unified Lot Sign to be approved by the City Council.

As part of the SUP request, the applicant also seeks deviations from Section 5.01.b.iv.7.b.v, Exterior Construction Requirements, pertaining to the provision of a minimum of 30% glazing per elevation, and Section 5.08.d.ii.24.24, Sign Regulations, regarding the maximum permitted wall sign area.

The applicant proposes to develop a Child Daycare Center (The Learning Experience) on Lot 1 (1328 Brown Street), with a Unified Lot Sign to be installed on the adjacent property, Lot 2 (1332 Brown Street), which has frontage along Indian Drive and Brown Street. The proposed sign location is necessary because neither lot has direct access or frontage along Brown Street. Therefore, the applicant seeks approval of an offsite Unified Lot Sign within the General Retail (GR) zoning district; which is only permitted by SUP. The proposed sign location complies with the setback requirements established by the Waxahachie Zoning Ordinance.

The proposed unified lot sign will have an overall height of seven feet, nine inches (7'-9"), a width of nine feet (9'-0"), and a total sign area of approximately 69.75 square feet. The unified lot sign is proposed to be constructed of stone and stucco materials designed to complement the architectural style and exterior building materials of The Learning Experience. Additionally, the sign includes tenant panels intended to serve occupants of both Lots 1 and 2.

The applicant requests a deviation from Section 5.01.b.iv.7.b.v of the Waxahachie Zoning Ordinance to decrease the minimum requirement amount of glazing from 30% to the proposed amounts listed below:

- North Elevation 17.6%
- East Elevation 21.8%
- South Elevation 10.2%
- West Elevation 16.3%

The request for the deviation is based on national childcare safety standards, which discourage the use of glass due to child safety concerns, potential mold and moisture issues, and increased long-term maintenance requirements, while also supporting an improved architectural design.

The applicant also requests relief from Section 5.08.d.ii.24 of the Waxahachie Zoning Ordinance to exceed the maximum wall sign allowance of one (1) square foot per one (1) linear foot of building frontage due to the orientation of the building on the site. The rear elevation of the building faces west toward Brown Street, while the front elevation faces east. Based on the development proposal, a total of 115 square feet of wall signage is permitted by the Waxahachie Sign Regulations.

To ensure visibility and identification of the business from both directions, the applicant proposes to install wall signage on the front and rear elevations of the building. Each proposed wall sign is 115 square feet in size and would individually comply with the Waxahachie Zoning Ordinance if only one sign were installed; however, the applicant is proposing a total of two (2) wall signs. Additionally, the applicant proposes decorative signage elements on the columns located along the front elevation of the building.

Staff supports the requested deviation from the Sign Regulations of the City of Waxahachie Zoning Ordinance, as alternative design that can provide adequate site visibility to the subject property while remaining generally consistent with the intent of the ordinance, provided the applicant complies with the minimum glazing requirements.

Staff's support for the signage deviation is contingent upon compliance with the building design and glazing requirements, as the proposed structure is intended to remain on site in perpetuity and should complement and enhance the surrounding development pattern. While signage on the structure may change as future tenants come and go, the building itself will remain. Accordingly, staff seeks to maintain a high-quality architectural appearance and ensure the structure retains long-term adaptability for future commercial occupancy.

To comply with State law under Local Government Code Chapter 211 and the City's public hearing notice requirements, nine (9) notices were mailed to property owners within 200 feet of the subject property. As of the publication date of this staff report, staff has received four (4) letters of support and zero (0) letters of opposition.

Chair Johnson opened the Public Hearing at approximately 7:56 p.m.

There being no others to speak for or against ZDC-23-2026, Chair Johnson closed the Public Hearing at approximately 7:56 p.m.

12. Consider recommendation of ZDC-23-2026

Action:

Jenny Bridges moved to recommend approval of ZDC-23-2026, for a Specific Use Permit of a Unified Lot Sign use for a Child Daycare Center (The Learning Experience), subject to the conditions the staff report and to provide a minimum of 20% average of glazing for the structure, authorizing the Mayor and/or City Manager to execute all documents accordingly. Motion was seconded by Jimmy Poarch and carried unanimously (6-0).

13. Adjourn

There being no further business, the meeting adjourned at 7:59 p.m.

Respectfully submitted,

Oanh Vu, Senior Planner