

Planning and Zoning Commission  
October 10, 2017

The Waxahachie Planning & Zoning Commission (P&Z) held a regular meeting on Tuesday, October 10, 2017 at 7:00 p.m. in the Council Chamber at 401 S. Rogers St., Waxahachie, TX.

Members Present: Betty Jefferson, Vice Chairman  
Rick Keeler  
Bonney Ramsey  
Melissa Ballard  
Jim Phillips  
Erik Barnard  
David Hudgins

Others Present: Shon Brooks, Director of Planning  
Kelly Dent, Planner  
James Gaertner, City Engineer  
Lori Saunders, City Secretary  
David Hill, Council Representative

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

Vice Chairman Betty Jefferson called the meeting to order and gave the invocation.

3. **Reorganize the commission**

**Action**

*Mr. Jim Phillips moved to nominate Mr. Rick Keeler as Chairman and Ms. Melissa Ballard Vice Chairman of the Planning and Zoning Commission. Vice Chairman Betty Jefferson seconded, All Ayes.*

4. **Consent Agenda**

- a. **Minutes of the regular P&Z meeting of September 26, 2017**

**Action:**

*Mrs. Bonney Ramsey moved to approve item a. on the Consent Agenda. Mr. Erik Barnard seconded, All Ayes.*

5. **Public Hearing on a request by Blain Vinson, Aspen Community Development, for a Specific Use Permit (SUP) to allow a Unified Lot Sign use within a Planned Development-General Retail, Commercial, and General Retail zoning district, located at 2325 Highway 77, being Phase One and Phase Three of the North Grove Business Park, being 848 A S PRUETT; 1000 J SHAVER 31.788 ACRES – Owner: SAP PROPERTIES, LLC (SU-17-0130)**

Chairman Rick Keeler opened the Public Hearing.

Ms. Kelly Dent, Planner, stated in Ordinance No. 2876, the owner received permission to erect off-site signage for Lot 2, Block D of the North Grove Business Park, Phase 3, generally

prohibited in the City, in the form of a unified lot sign. She stated the unified lot sign has to be constructed at a location agreed upon by the owner(s) and the City, and must meet the requirements set forth in the City's Sign Regulations for unified lot signs. This ordinance requires that any owner seeking to erect a unified lot sign must apply for a Specific Use Permit.

There being no others to speak for or against SU-17-0130, Chairman Keeler closed the Public Hearing.

**6. Consider recommendation of Zoning Change No. SU-17-0130**

**Action**

*Mr. Jim Phillips moved to approve a request by Blain Vinson, Aspen Community Development, for a Specific Use Permit (SUP) to allow a Unified Lot Sign use within a Planned Development-General Retail, Commercial, and General Retail zoning district, located at 2325 Highway 77, being Phase One and Phase Three of the North Grove Business Park, being 848 A S PRUETT; 1000 J SHAVER 31.788 ACRES – Owner: SAP PROPERTIES, LLC (SU-17-0130), subject to Staff Comments. Vice Chairman Melissa Ballard seconded, All Ayes.*

**7. Public Hearing on a request by Hugo Monsanto, Hugo Monsanto Architect, for a Zoning Change from a Light Industrial-2 (LI-2) zoning district to a Planned Development-Light Industrial-2 (PD-LI-2) with Concept Plan located at the SE corner of East Jefferson at Clift Street, being LOT 1 BLK 38 O T WAXAHACHIE .758 AC - Owner: CITY OF WAXAHACHIE (PD-17-0131)**

Chairman Keeler opened the Public Hearing.

Ms. Kelly Dent, Planner, reported the request is for a Planned Development for the construction of a field office for the Water Utilities Department for the City. The building will attempt to maintain an existing character and appearance to the existing buildings in the surrounding area through the use of materials and a similar style. The existing park will be removed with the redevelopment of the lot.

Mr. Shon Brooks, Director of Planning, stated City Staff was tasked by City Council with a cost effective building. The new Water Utility Building will function as office space for the utility workers. The desire is to replace the current building and the Hot Well Park equipment will be removed and housed at the Park Building.

The Commission reviewed and discussed three architectural renderings. Mr. David Bailey, Director of Utilities, stated the idea is to go out for bids on all three buildings and see what comes in cost wise. The consensus of the Commission was to replace the existing building with an all brick building.

There being no others to speak for or against PD-17-0131, Chairman Keeler closed the Public Hearing.

**8. Consider recommendation of Zoning Change No. PD-17-0131**

**Action:**

*Mrs. Bonney Ramsey moved to approve a request by Hugo Monsanto, Hugo Monsanto Architect, for a Zoning Change from a Light Industrial-2 (LI-2) zoning district to a Planned Development-Light Industrial-2 (PD-LI-2) with Concept Plan located at the SE corner of East Jefferson at Clift Street, being LOT 1 BLK 38 O T WAXAHACHIE .758 AC - Owner: CITY OF WAXAHACHIE (PD-17-0131), as presented. The motion died due to lack of a second.*

*Mr. Jim Phillips moved to approve a request by Hugo Monsanto, Hugo Monsanto Architect, for a Zoning Change from a Light Industrial-2 (LI-2) zoning district to a Planned Development-Light Industrial-2 (PD-LI-2) with Concept Plan located at the SE corner of East Jefferson at Clift Street, being LOT 1 BLK 38 O T WAXAHACHIE .758 AC - Owner: CITY OF WAXAHACHIE (PD-17-0131) to be 100% brick facade. Ms. Betty Jefferson seconded, All Ayes.*

**9. Public Hearing on a request by the City of Waxahachie to amend the City of Waxahachie Zoning Ordinance by revising the medical facility category, creating additional uses, and altering definitions (TA-17-0139)**

Chairman Keeler opened the Public Hearing.

Ms. Kelly Dent, Planner, stated the request proposes several amendments to the City's Zoning Ordinance. The first revision will remove the uses of Massage Establishment; Clinic, Medical, Dental, or Chiropractic; and Surgical Outpatient Facility from the definition of Medical Facilities. The second revision will amend the use chart tables contained in Section 33.7 to permit the establishment of Clinics, Medical, Dental, or Chiropractic; Massage Establishments; and Surgical Outpatient Facilities by right. The third revision will revise the definitions of Clinic, Dental, Medical or Chiropractic; Massage Establishment; and Medical Facilities listed in Section A-3-Definitions.

There being no others to speak for or against TA-17-0139, Chairman Keeler closed the Public Hearing.

**10. Consider recommendation of Zoning Change No. TA-17-0139**

**Action:**

*Vice Chairman Melissa Ballard moved to approve a request by the City of Waxahachie to amend the City of Waxahachie Zoning Ordinance by revising the medical facility category, creating additional uses, and altering definitions (TA-17-0139) as presented. Mr. Jim Phillips seconded, All Ayes.*

**11. Public Hearing on a request by Leslie Majors, LJJM, Inc., for a Zoning Change from a Planned Development-8-General Retail (PD-8-GR) zoning district to a Planned Development-General Retail (PD-GR) with Concept Plan located at 301 Stadium Drive, being 4 THE VILLAGE AT WAXAHACHIE PH I 1.106 ACRES (Property ID 239253) - Owner: LJJMC INC (PD-17-0140)**

Chairman Keeler opened the Public Hearing.

Ms. Kelly Dent, Planner, presented a Site Plan and reported the applicant seeks to erect two multi-tenant office buildings on the proposed lot and amend the existing General Retail zoning district requirements for this development restricting the usage to: Office, Professional and Administrative, which is permitted by right in General Retail zoning districts. Ms. Dent stated the applicant proposes a shared monument sign. Staff recommended approval with applicant to confirm the location of the proposed monument sign.

Mr. Tyler Mannie, 300 Silken Crossing, Midlothian, presented a preliminary landscape sketch noting the final Landscape Plan depicts the monument sign location. He reviewed the Site Plan noting there will not be a dumpster on site due to the offices being professional uses and explained they will rely on weekly trash pickup.

There being no others to speak for or against PD-17-0140, Chairman Keeler closed the Public Hearing.

**12. Consider recommendation of Zoning Change No. PD-17-0140**

**Action:**

*Ms. Bonney Ramsey moved to approve a request by Leslie Majors, LJJM, Inc., for a Zoning Change from a Planned Development-8-General Retail (PD-8-GR) zoning district to a Planned Development-General Retail (PD-GR) with Concept Plan located at 301 Stadium Drive, being 4 THE VILLAGE AT WAXAHACHIE PH I 1.106 ACRES (Property ID 239253) - Owner: LJJMC INC (PD-17-0140), subject to Staff Comments. Ms. Betty Jefferson seconded, All Ayes.*

**13. Public Comments**

Ms. Amy Hedtke, 106 Interval, Waxahachie, stated she is streaming the meeting and encouraged the Commission to streamline the meetings.

Chairman Keeler welcomed new member Mr. David Hudgins to the Commission.

Ms. Betty Jefferson congratulated Mr. Keeler and Ms. Ballard for their new roles as Chairman and Vice Chairman.

**14. Adjourn**

There being no further business, the meeting adjourned at 7:58 p.m.

Respectfully submitted,

Lori Saunders  
City Secretary