

Planning and Zoning Commission  
January 23, 2018

The Waxahachie Planning & Zoning Commission (P&Z) held a briefing session on Tuesday, January 23, 2018 at 6:15 p.m. in the City Council Conference Room at 401 S. Rogers St., Waxahachie, TX.

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

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

**1. Call to Order**

Chairman Rick Keeler called the meeting to order.

**2. Conduct a briefing to discuss items for the 7:00 p.m. regular meeting**

Ms. Anita Brown, Downtown Development Director, reviewed a proposed Ordinance related to the Historic Overlay District and establishing rules relating to historic structures. She explained it also regulates and restricts the construction, alteration, reconstruction, or razing of buildings and other structures to maintain property values.

Ms. Brown explained the process for designating certain sites, buildings, structures, landscapes or objects as historic resources. She stated a property owner or the Heritage Preservation Commission may request that a unique area be preserved as a historic district. The Heritage Preservation Officer (HPO) will send notification to property owners within the proposed district boundaries of the proposal. When the HPO has received verifiable written support from the owners of at least thirty (30) percent of the properties within the proposed historic district boundary, the HPO shall forward the application to the Heritage Preservation Commission for a public hearing and recommendation.

**3. Adjourn**

There being no further business, the meeting adjourned at 6:59 p.m.

Respectfully submitted,

Lori Cartwright  
City Secretary