## <u>A GENDA</u>

The Waxahachie Planning & Zoning Commission will hold a regular meeting on *Tuesday, March* 1, 2022 at 7:00 p.m. in the Council Chamber at 401 S. Rogers St., Waxahachie, TX.

Commission Members: Rick Keeler, Chairman

Melissa Ballard, Vice Chairman

Betty Square Coleman

Bonney Ramsey Jim Phillips David Hudgins Erik Test

- 1. Call to Order
- 2. Invocation
- 3. **Public Comments**: Persons may address the Planning & Zoning Commission on any issues. This is the appropriate time for citizens to address the Commission on any concern whether on this agenda or not. In accordance with the State of Texas Open Meetings Act, the Commission may not comment or deliberate such statements during this period, except as authorized by Section 551.042, Texas Government Code.
- 4. Consent Agenda

All matters listed under Item 4, Consent Agenda, are considered routine by the Planning & Zoning Commission and will be enacted by one motion. There will not be separate discussion of these items. Approval of the Consent Agenda authorizes the Chairman to execute all matters necessary to implement each item. Any item may be removed from the Consent Agenda for separate discussion and consideration by any member of the Planning & Zoning Commission.

- a. Minutes of the regular Planning & Zoning Commission meeting of February 15, 2022
- b. Minutes of the Planning and Zoning Commission briefing of February 15, 2022
- c. Minutes of the City Council and Planning & Zoning Commission Joint Work Session of February 15, 2022
- Consider request by Tim Jackson, TXRCS, for a Replat of Lot 2, Park Place Professional Center, to create Lots 2A & 2B, Block A, Park Place Professional Center, 2 Commercial Lots, being 5.798 acres, located North of 114 & 115 Park Place Court (Property ID 247585)
   Owner: STARPEACH TEXAS LP (SUB-4-2022)
- 6. Adjourn

## The P&Z reserves the right to go into Executive Session on any posted item.

This meeting location is wheelchair-accessible. Parking for mobility-impaired persons is available. Any request for sign interpretive services must be made forty-eight hours ahead of the meeting. To make arrangements, call the City Secretary at (469) 309-4006 or (TDD) 1-800-RELAY TX.

Notice of Potential Quorum

One or more members of the Waxahachie City Council may be present at this meeting.

No action will be taken by the City Council at this meeting.

Planning and Zoning Commission February 15, 2022

The Waxahachie Planning & Zoning Commission held a regular meeting on Tuesday, February 15, 2022 at 7:00 p.m. in the Council Chamber at 401 S. Rogers St., Waxahachie, TX.

Members Present: Rick Keeler, Chairman

Melissa Ballard, Vice Chairman

Betty Square Coleman

Bonney Ramsey Jim Phillips David Hudgins Erik Test

Others Present: Shon Brooks, Executive Director of Development Services

Jennifer Pruitt, Director of Planning

Eleana Tuley, Senior Planner

Zack King, Planner

James Gaertner, Director of Public Works and Engineering

Amber Villarreal, City Secretary Melissa Olson, Council Representative

1. Call to Order

2. Invocation

Chairman Rick Keeler called the meeting to order and gave the invocation.

#### 3. Public Comments

None

## 4. Consent Agenda

- a. Minutes of the regular Planning & Zoning Commission meeting of January 25, 2022
- b. Minutes of the Planning and Zoning Commission briefing of January 25, 2022

## Action:

Ms. Bonney Ramsey moved to approve items a. and b. on the Consent Agenda. Mr. Erik Test seconded, All Ayes.

5. Consider request by Afshin Dehghan, for a Plat of Pisheh Place, Lot 1, Block A, being 4.977 acres, located at 1234 Boyce Road, situated in the Marion Woodard Survey, Abstract 1120, an addition in the Extra Territorial Jurisdiction of the City of Waxahachie (Property ID 220770) – Owner: AFSHIN DEHGHAN (SUB-214-2021)

Planner Zack King presented the case noting the applicant is requesting to plat the subject property into one (1) lot for single-family residential use. Staff recommended approval as presented.

## Action:

Vice Chairman Melissa Ballard moved to approve a request by Afshin Dehghan, for a Plat of Pisheh Place, Lot 1, Block A, being 4.977 acres, located at 1234 Boyce Road, situated in the

Marion Woodard Survey, Abstract 1120, an addition in the Extra Territorial Jurisdiction of the City of Waxahachie (Property ID 220770) – Owner: AFSHIN DEHGHAN (SUB-214-2021) as presented. Mr. David Hudgins seconded, All Ayes.

6. Consider request by Claudio Segovia, for a Plat of Vista Way, Phase 2, 4 Open Space Lots, being 2.946 acres, located at East of Hwy 77 and North of North Grove Boulevard, situated in the Henry Sange Survey, Abstract 1009, an addition to the City of Waxahachie (Property ID 262133) – Owner: J HOUSTON HOMES LLC (SUB-3-2022)

Mr. King presented the case noting the applicant is requesting to plat the subject property and dedicate 80 feet of right-of-way (ROW) as an extension of Vista Way with four (4) open space lots to serve as landscaped medians. The applicant is requesting a variance to dedicate 54' of ROW in lieu of the required 80' due to the existing ROW width of 60' in The Arbors Phase 2 subdivision. Staff recommends approval of the plat as presented and approval of the variance request.

#### Action:

Mr. David Hudgins moved to approve a request by Claudio Segovia, for a Plat of Vista Way, Phase 2, 4 Open Space Lots, being 2.946 acres, located at East of Hwy 77 and North of North Grove Boulevard, situated in the Henry Sange Survey, Abstract 1009, an addition to the City of Waxahachie (Property ID 262133) — Owner: J HOUSTON HOMES LLC (SUB-3-2022) and approve the variance request. Mr. Erik Test seconded, All Ayes.

7. Consider request by Marshall Patton, KFM Engineering & Design, for a Plat of Dove Hollow, Phase I, being 66.1542 acres, located at North E Grove Blvd and South of Grove Creek Road, situated in the J.W. Wright Survey, Abstract 1182, and the H. Sange Survey, Abstract 1009 an addition to the City of Waxahachie (Property ID 192636 and 192643) – Owner: GRBK EDGEWOOD LLC (SUB-2-2022)

Mr. King presented the case noting the applicant is requesting to plat the subject property into 224 single-family residential lots, 1 HOA lot, and 4 open space lots. Staff recommended approval as presented.

#### Action:

Vice Chairman Melissa Ballard moved to approve a request by Marshall Patton, KFM Engineering & Design, for a Plat of Dove Hollow, Phase I, being 66.1542 acres, located at North E Grove Blvd and South of Grove Creek Road, situated in the J.W. Wright Survey, Abstract 1182, and the H. Sange Survey, Abstract 1009 an addition to the City of Waxahachie (Property ID 192636 and 192643) — Owner: GRBK EDGEWOOD LLC (SUB-2-2022) as presented. Mr. David Hudgins seconded, All Ayes.

8. Consider request by Tim Jackson, Texas Reality Capture & Surveying LLC, for a Replat of Lots 9R & lot 11, Block 1, to create Lots 9R1 & 9R2, Block 1, Broadhead Addition, two Residential Lots, being 5.709 acres (Property ID 148087) in the Extra Territorial Jurisdiction – Owner: ROBERT E JENNINGS (SUB-121-2021)

Mr. King presented the case noting the applicant is requesting to replat the subject properties into two (2) lots for single-family residential use. Staff recommended approval as presented.

## Action:

Ms. Bonney Ramsey moved to approve a request by Tim Jackson, Texas Reality Capture & Surveying LLC, for a Replat of Lots 9R & lot 11, Block 1, to create Lots 9R1 & 9R2, Block 1, Broadhead Addition, two Residential Lots, being 5.709 acres (Property ID 148087) in the Extra Territorial Jurisdiction — Owner: ROBERT E JENNINGS (SUB-121-2021). Mr. Erik Test seconded, All Ayes.

9. Public Hearing on a request by Iyke F. Enemo, IYCAN Investments, LLC, for a Replat of Lot 4, Block 173, Official Town Map of Waxahachie, to create Lot 4A & 4B, Block 173, Official Town Map of Waxahachie, 2 Residential Lots, being 0.525 acres, located at 807 Dr Martin Luther King Jr Blvd, (Property ID 171251) – Owner: IYCAN INVESTMENTS, LLC (SUB-209-2021)

Chairman Keeler opened the Public Hearing.

Mr. King presented the case noting the applicant is requesting to replat the subject property into two (2) lots for single-family residential use. The applicant is requesting a variance to dedicate 10' of ROW in lieu of the required 27.5' due to the location of an existing home on the property. Staff recommends approval of the plat as presented and approval of the variance request.

Commissioner Erik Test confirmed that if TxDOT decides to widen Dr. MLK, Jr. Blvd. there will be an issue of right-of-way acquisition. Mr. King explained there are currently several homes along the road that would need to be removed if TxDOT expands the road.

Commissioner Betty Square Coleman expressed opposition to replatting the larger lot into two smaller lots. She asked if sidewalks will be required and James Gaertner, Director of Public Works and Engineering, explained a Certificate of Occupancy will not be issued until sidewalks are completed on new construction.

There being no others to speak for or against SUB-209-2021, Chairman Keeler closed the Public Hearing.

## 10. Consider approval of SUB-209-2021

#### Action:

Mr. David Hudgins moved to approve a request by Iyke F. Enemo, IYCAN Investments, LLC, for a Replat of Lot 4, Block 173, Official Town Map of Waxahachie, to create Lot 4A & 4B, Block 173, Official Town Map of Waxahachie, 2 Residential Lots, being 0.525 acres, located at 807 Dr Martin Luther King Jr Blvd, (Property ID 171251) — Owner: IYCAN INVESTMENTS, LLC (SUB-209-2021) and approve variance request. Vice Chairman Melissa Ballard seconded, the vote was as follows: Ayes: Rick Keeler, Melissa Ballard, Bonney Ramsey, Jim Phillips, David Hudgins, and Erik Test. Noes: Betty Square Coleman.

The motion carried.

11. Public Hearing on a request by George Salvador, Waxahachie One Development, for a Zoning Change from a Future Development (FD) zoning district to a Planned Development Single Family-1 (PD-SF-1) zoning district, located at 3811 Black Champ Road (Property ID 225711) - Owner: CHRIS & HEATHER NOWELS (ZDC-217-2021)

Chairman Keeler opened the Public Hearing.

Mr. King presented the case noting the applicant is requesting a zoning change from Future Development to Planned Development-Single-Family-1 (PD-SF-1). Mr. King explained the proposed development is to be a low-density residential subdivision that blends with the existing residential development along Black Champ Road. The applicant has opted not to propose varied architectural style requirements for the development. If City sewer lines are extended to the subject property and are available at the time of development, the applicant is proposing a minimum lot size of 0.5 acre. If City sewer lines are not available at the time of development, the applicant is proposing a minimum lot size of 1.0 acre. Staff recommends approval per the following staff comments:

- 1. A mutually agreed upon Development Agreement will be required for the development.
- 2. Prior to platting, a detailed site plan shall be required to be administratively reviewed and approved by the Planning Department. The detailed site plan shall include a landscape plan.

Mr. King reported the applicant is proposing 75% masonry standard for the traditional style homes and is meeting or exceeding all development standards for Single-Family-1 zoning. He explained ten letters of opposition were received from five property owners.

Those who spoke in opposition:

Janet Schiemann, 3821 Black Champ Road, Waxahachie, Texas Daniel Rozier, 4010 Black Champ Road, Waxahachie, Texas Melissa Baker, 3630 Black Champ Road, Waxahachie, Texas Kathy Moody, 4001 Black Champ Road, Waxahachie, Texas Shirley Trull, 4261 Black Champ Road, Midlothian, Texas Ellen Saltzman, 4231 Black Champ Road, Waxahachie, Texas Tom Baker, 3630 Black Champ Road, Waxahachie, Texas Jeff Barton, 3650 Black Champ Road, Waxahachie, Texas

Chairman Keeler inquired about drainage in the area and James Gaertner, Director of Public Works and Engineering, explained that will be addressed at a later time. He noted the request at this time is for the zoning change.

Mr. Gaertner explained the City performed a traffic count at this location and the numbers were under the maximum capacity for a rural road. Mr. Gaertner noted civil plans will be reviewed during the platting process.

Commissioner Test confirmed Black Champ Road is maintained by Ellis County and the City has no authority to require maintenance or upgrades by Ellis County. Mr. Gaertner explained the City would make recommendations to Ellis County and work with them to improve the road.

Council Member Melissa Olson explained citizens may contact City Council to request a tree preservation ordinance.

Naveen Khammampati, Civil Engineer, explained the current zoning on the property would allow commercial or light industrial use and the developer agrees a residential subdivision is a better use for the site. He explained the developer is working with staff to address drainage, traffic safety on Black Champ Road, and will work with other utility companies to address adjacent property owner concerns with the lack of accessibility.

The Commission inquired about the consideration of shrubs or vegetative screening to the adjacent property owners, add stop sign to northern intersection, left and right turn lanes leaving the development, and possibility for homeowners to work with the developer to leave the trees in place behind the current properties on Black Champ Road. Mr. Khammampati was agreeable to considering recommendations from the Commission and adjacent property owners. The Commission expressed support for reviewing the detailed site plan at a future meeting.

There being no others to speak for or against ZDC-217-2021, Chairman Keeler closed the Public Hearing.

## 12. Consider recommendation of Zoning Change No. ZDC-217-2021

#### Action:

Mr. Erik Test moved to approve a request by George Salvador, Waxahachie One Development, for a Zoning Change from a Future Development (FD) zoning district to a Planned Development Single Family-1 (PD-SF-1) zoning district, located at 3811 Black Champ Road (Property ID 225711) - Owner: CHRIS & HEATHER NOWELS (ZDC-217-2021) per staff comments. Vice Chairman Melissa Ballard seconded, All Ayes.

## 13. Adjourn

Commissioner Betty Square Coleman announced February is Black History Month.

Commissioner David Hudgins confirmed only the zoning was approved for ZDC-217-2021. Executive Director of Development Services Shon Brooks explained the Commission approved the zoning per staff comments requesting the detailed site plan be reviewed and approved administratively by staff. Mr. Brooks explained the engineering is approved by staff.

Planning Director Jennifer Pruitt confirmed the plat will be approved by the Planning & Zoning Commission at a later date.

Council Member Melissa Olson explained City Council can consider review of the detail site plan by the Planning & Zoning Commission.

There being no further business, the meeting adjourned at 8:34 p.m.

(4a)

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Respectfully submitted,

Amber Villarreal City Secretary

(4b)

Planning and Zoning Commission February 15, 2022

The Waxahachie Planning & Zoning Commission held a briefing session on Tuesday, February 15, 2022 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

Bonney Ramsey Jim Phillips David Hudgins Erik Test

Member Absent: Betty Square Coleman

Others Present: Shon Brooks, Executive Director of Development Services

Jennifer Pruitt, Director of Planning

Eleana Tuley, Senior Planner

Zack King, Planner

James Gaertner, Director of Public Works and Engineering

Amber Villarreal, City Secretary Melissa Olson, 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

Planner Zack King reviewed the following cases:

- SUB-214-2021, the applicant is requesting approval to plat the subject property into one (1) lot for single-family residential use. Staff recommends approval as presented.
- SUB-3-2022, the applicant is requesting to plat the subject property and dedicate 80 feet of right-of-way (ROW) as an extension of Vista Way with four (4) open space lots to serve as landscaped medians. The applicant is requesting a variance to dedicate 54' of ROW in lieu of the required 80' due to the existing ROW width of 60' in The Arbors Phase 2 subdivision. Staff recommends approval of the plat as presented and approval of the variance request.
- SUB-26-2022, the applicant is requesting to plat the subject property into 224 single-family residential lots, one (1) HOA lot, and four (4) open space lots. Staff recommends approval as presented.
- SUB-121-2021, the applicant is requesting to replat the subject properties into two (2) lots for single-family residential use. Staff recommends approval as presented.
- SUB-209-2021, the applicant is requesting to replat the subject property into two (2) lots for single-family residential use. The applicant is requesting a variance to dedicate 10' of ROW in lieu of the required 27.5' due to the location of an existing home on the property. Staff recommends approval of the plat as presented and approval of the variance request.
- ZDC-217-2021, the applicant is requesting a zoning change from Future Development to Planned Development-Single-Family-1 (PD-SF-1). Mr. King explained the proposed

(4b)

Planning and Zoning Commission February 15, 2022 Page 2

development is to be a low-density residential subdivision that blends with the existing residential development along Black Champ Road. The applicant has opted not to propose varied architectural style requirements for the development. If City sewer lines are extended to the subject property and are available at the time of development, the applicant is proposing a minimum lot size of 0.5 acre. If City sewer lines are not available at the time of development, the applicant is proposing a minimum lot size of 1.0 acre. Staff recommends approval with the staff comment requesting a detailed site plan to be reviewed by staff.

Chairman Keeler inquired about drainage in the area and James Gaertner, Director of Public Works and Engineering, explained that will be addressed at a later time. He noted the request at this time is for the zoning change.

Mr. Gaertner explained the City performed a traffic count at this location and the numbers were under the maximum capacity for a rural road.

## 3. Adjourn

There being no further business, the meeting adjourned at 6:57 p.m.

Respectfully submitted,

Amber Villarreal City Secretary



City Council and Planning & Zoning Commission February 15, 2022

A Joint Work Session of the Mayor and City Council and Planning & Zoning Commission of the City of Waxahachie, Texas was held in the City Council Conference Room at City Hall, 401 S. Rogers on Tuesday, February 15, 2022 at 5:30 p.m.

Council Members Present: Doug Barnes, Mayor, Council Member Place 2

Billie Wallace, Mayor Pro Tem, Council Member Place 4

David Hill, Council Member Place 1 Melissa Olson, Council Member Place 3 Travis Smith, Council Member Place 5

Planning & Zoning Rick Keeler, Chairman

Members Present: Melissa Ballard, Vice Chairman

Betty Square Coleman

Bonney Ramsey Jim Phillips David Hudgins Erik Test

Planning & Zoning Member Absent:

Betty Square Coleman

Others Present: Michael Scott, City Manager

Albert Lawrence, Deputy City Manager

Shon Brooks, Executive Director of Development Services

Jennifer Pruitt, Director of Planning

Eleana Tuley, Senior Planner James Gaertner, Graduate Engineer Amber Villarreal, City Secretary

## 1. Call to Order by Mayor Doug Barnes and Chairman Rick Keeler

Mayor Doug Barnes called the City Council meeting to order.

Chairman Rick Keeler called the Planning and Zoning Commission meeting to order.

## 2. Discuss City's desired development requirements and standards

The City Council and Planning and Zoning Commission discussed desired development requirements and standards to serve as a guide for staff, developers, and elected/appointed officials. The goal is to provide a minimum list of expectations for developers and identify insufficient standards.

There was a discussion on the allowance of alleys in future developments due to the financial burden to maintain and replace alleys.

(4c)

City Council and Planning & Zoning Commission February 15, 2022 Page 2

Additionally, City Council and the Planning and Zoning Commission discussed impact of Public Improvement Districts, density, masonry, architectural styles, lot size variations, park land dedications, connectivity, dedication of land for schools, and tree preservation.

After a lengthy discussion, the following guidelines were established:

## Must Haves (minimum requirements):

- Masonry
- Custom floor plans
- Variation in architectural styles (100 units (3 styles), 300 units (5 styles), 400+ units (6 styles))
- Defined guidelines/definitions for architectural styles
- Increased lot variation within each block
- 60' lots or smaller can have alleys; 70-80' lots are to have j-swing garage
- Open space connectivity (especially to public park land)
- Minimum school site sizes: 15 acres (grade school), 20 acres (junior high), 50 acres (high school)
- Landscape buffers with masonry screening walls for subdivisions specifically along 60' right-of-way or greater
- Preservation of existing trees based on size and species
- Homeowner's Association maintenance of small park lands. City would consider receiving 5-10 acres regional park dedications

## Characteristics of quality development:

• Variation in open space/park amenities for all age groups

## Deal breaker (no-go)

Maximum density: 3.5 homes/per net acre (not including floodplain/green space)

## Reviewed on a case by case basis:

- Reduce number of small lots where the garage fronts the street and use alley instead; larger lots use a j-swing garage
  - o 40-50% of 40-50' lots use an alley
- Consideration of Public Improvement Districts
  - o In instances that standards are well above minimums
  - o Significant dedication of roadways, amenities, park lands, etc.

## 3. Discuss changing the start times of Planning and Zoning Commission meetings

It was the consensus to make no changes to the start time of the Planning and Zoning Commission meetings at this time.

(4c)

City Council and Planning & Zoning Commission February 15, 2022 Page 3

## 4. Adjourn

There being no further business, the meeting adjourned at 6:29 p.m.

Respectfully submitted,

Amber Villarreal City Secretary

# Planning & Zoning Department Plat Staff Report

(5)



Case: SUB-4-2022

**MEETING DATE(S)** 

Planning & Zoning Commission:

March 15, 2022

**CAPTION** 

Consider request by Tim Jackson, TXRCS, for a Replat of Lot 2, Park Place Professional Center, to create Lots 2A & 2B, Block A, Park Place Professional Center, 2 Commercial Lots, being 5.798 acres, located North of 114 & 115 Park Place Court (Property ID 247585) – Owner: STARPEACH TEXAS LP (SUB-4-2022)

APPLICANT REQUEST

The applicant is requesting to replat the subject property into two (2) lots for commercial use.

**CASE INFORMATION** 

Applicant:

Tim Jackson, Texas Reality Capture & Surveying LLC

Property Owner(s):

Starpeach Texas LP

Site Acreage:

5.798 acres

Number of Lots:

2 lots

Number of Dwelling Units:

0 units

Park Land Dedication:

N/A

Adequate Public Facilities:

Adequate public facilities are available to the site.

SUBJECT PROPERTY

General Location:

Directly north of 114 & 115 Park Place Ct.

Parcel ID Number(s):

247585

Current Zoning:

Planned Development-General Retail (PD-GR)

Existing Use:

The subject property is currently undeveloped

**Platting History:** 

The subject property is currently platted as Lot 2, Block A of the

Park Place Professional Center

Site Aerial:



## **PLATTING ANALYSIS**

The applicant is proposing to replat the subject property from one (1) lot to two (2) lots for commercial use. The property is currently undeveloped, however, this replat was spurred by desire to develop an office building on proposed Lot 2A. The size of Lot 2A is consistent with neighboring properties along Park Place Court. A 24' Mutual Access Easement is proposed to be created with this replat in order to provide cross-lot access between Lot 2A & 2B. There are existing utility easements on the property, none of which are being changed with this replat.

## **RECOMMENDATION**

Based on the details provided in this Staff Report and the present status of the documents subject to the request, the Planning and Zoning Department recommends:

□ Denial

Approval, as presented.

## **ATTACHED EXHIBITS**

1. Replat

#### **APPLICANT REQUIREMENTS**

- 1. If approved by the Planning & Zoning Commission, within 30 days the applicant shall provide the Planning Department one revised electronic plan set that incorporates all comments.
- Once the revised plans are provided, staff will verify all outstanding comments were satisfied.
  - a. If comments were not satisfied, then applicant will be notified to make corrections.
  - b. If all comments satisfied, applicant shall provide five signed, hard-copy replats.

#### CITY REQUIREMENTS FOR PLAT RECORDING AND FILING

A plat shall not be filed with the Ellis County Clerk until:

- All utilities, infrastructure, and other required improvements have been installed and a letter of acceptance associated with the utilities and infrastructure installation has been received from the Public Works Department;
- 2. A drainage study has been conducted and/or a traffic impact analysis has been conducted as required by the City's Subdivision ordinance.

#### STAFF CONTACT INFORMATION

Prepared by:
Zack King
Planner
zking@waxahachie.com

Reviewed by: Jennifer Pruitt, AICP, LEED-AP, CNU-A Senior Director of Planning jennifer.pruitt@waxahachie.com

