

The Waxahachie Planning & Zoning Commission held a briefing session on Tuesday, March 29, 2022 at 6:30 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  
Macey Martinez, Graduate Engineer  
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**

Senior Planner Eleana Tuley reviewed the following case:

- SUB-21-2022, the applicant is requesting to replat the subject property into two (2) lots for single-family residential use and staff recommends approval as presented.

Planner Zack King reviewed the following cases:

- ZDC-22-2022, the applicant is requesting approval of a Specific Use Permit (SUP) to allow a drive-through establishment (7 Brew Coffee) on 0.597 acres and staff recommends approval per staff comments. Mr. King reviewed the elevation façade options provided by the applicant noting staff recommends option 1 as proposed by the applicant. He explained the operational plan is for a drive-through establishment only without inside dining. The establishment will have two lanes and meets City requirements for stacking as well as providing an escape lane.
- SUB-24-2022, the applicant is requesting to plat the subject property into one (1) lot for commercial use (drive-through coffee shop) and staff recommends approval subject to staff comments. Due to uncertainty regarding future development of Lot 2, the City of Waxahachie Public Works Department has asked for a letter of intent from the property owner stating that appropriate drainage facilities for Lot 1 will be maintained or reconfigured as necessary when Lot 2 is developed. The applicant shall provide this letter to staff prior to plat filing.

Planning and Zoning Commission

March 29, 2022

Page 2

**3. Adjourn**

There being no further business, the meeting adjourned at 6:48 p.m.

Respectfully submitted,

Amber Villarreal  
City Secretary