

The Waxahachie Planning & Zoning Commission held a briefing session on Tuesday, June 25, 2019 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 Test

Member Absent: David Hudgins

Others Present: Shon Brooks, Director of Planning  
Colby Collins, Senior Planner  
Macey Martinez, Graduate Engineer  
Albert Lawrence, Assistant City Manager  
Lori Cartwright, City Secretary  
Mary Lou Shipley, 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**

Director of Planning Shon Brooks announced the Commissioners bus tour will be July 12, 2019. He asked the Commission to confirm their attendance.

Senior Planner Colby Collins announced RP-19-0069 and SU-19-0071 will be continued to the Planning and Zoning Commission meeting of July 9, 2019. He announced PD-19-0072 has been withdrawn by the applicant.

Mr. Collins reviewed the following cases:

- FP-19-0068, Final Plat of Murray Estates. Staff recommended approval.
- FP-19-0074, the PD and Preliminary Plat was approved in 2017. Staff recommended approval subject Public Works letter of acceptance before the plat can be filed.
- RP-19-0075, applicant proposes to divide one lot into two lots. Staff recommended approval and prior to filing the plat the applicant will be required to provide a letter stating the water and sewer services will be installed.
- FP-19-0067, Final Plat of The Haven Phase One. Staff recommended approval subject to Public Works letter of acceptance before the plat can be filed.
- SU-19-0073, applicant proposes a unified lot sign within the North Grove Business Park. The applicant proposes to construct a similar monument sign that was approved in 2017. Staff recommended approval subject to the maximum height not to exceed 35 feet and maximum square footage not to exceed 385 square feet.

- PD-19-0066, applicant proposes a zoning change to allow a transitional housing facility at 512 N. College Street. Daniel's Den proposes to use the two story home as a resale shop, community involvement area, and office on the first floor. The second floor will be used for transitional housing and consist of four bedrooms, two kitchens, and two bathrooms. The maximum occupancy is ten. Staff reviewed a sketch of the parking lot noting more detail will be required. Additional proposals included a 6 foot privacy fence, entrance gate on the back of the property and a donation receptacle. Staff recommended to deny due to the historic character of the neighborhood and opposition from surrounding neighbors.

### **3. Adjourn**

There being no further business, the meeting adjourned at 6:56 p.m.

Respectfully submitted,

Lori Cartwright  
City Secretary