



City of Farmers Branch

Action Meeting Minutes

Planning and Zoning Commission

City Hall
13000 Wm. Dodson Pkwy
Farmers Branch, TX 75234

Monday, June 23, 2025

7:00 PM

City Hall

The full video of this meeting is available on the City website here: <https://farmersbranch.legistar.com/Calendar.aspx>

Commissioners Present (8): Chair Amber Raley, Vice-Chair Marcus Miller, Commissioner Alden Sultzbaugh, Commissioner Colin Kirby, Commissioner Pat Trapp, Commissioner Harold Froehlich, Commissioner Dan Heard, Alternate Commissioner Scott Noris, and Alternate Commissioner Breeanna Banks

City Staff Present: Deputy Director of Planning Sarah Bergman AICP; Lead Planner Brett Mangum AICP; Planner Brian Campbell AICP; Deputy City Manager Jawaria Tareen; and Assistant City Attorney Sarah Walsh

A. STUDY SESSION

A.1 [25-79](#) Discuss Regular Agenda Items.

Chair Raley called the meeting to order at 6:30 PM.

Chair Raley thanked the Commissioners for their service.

Chair Raley asked for any questions or comments regarding the Regular Agenda and Public Hearing items.

Regarding Public Hearing item D.1, Mr. Mangum answered questions and addressed comments from the Commissioners regarding: the purpose of the Specific Use Permit (SUP) request; whether the existing building was being remodeled; what business occupied the building next door; ingress and egress of the subject property; whether the drive-through configuration as proposed was adequate; whether a Traffic Impact Analysis (TIA) had been completed; and how the proposed use might potentially impact traffic within the area.

Regarding Public Hearing item D.2, Mr. Mangum answered questions and addressed comments from the Commissioners regarding: whether staff discussed with the applicant adding a façade treatment to the parking garage; whether the parking garage was to serve both the Farmers Branch and Addison portions of the development; whether Farmers Branch or Addison would be responsible for emergency response to this development; whether there was a separation between zip codes for the two sides of the development; location of the sewer system; whether there was adequate parking to serve the entire development; whether staff has coordinated with Addison on extending Landmark Boulevard; whether the Fire Department has evaluated the proposed development; and a breakdown of total unit counts for both sides of the development.

A.2 [25-483](#) Receive an update on upcoming training opportunities.

Mr. Campbell provided an update regarding upcoming training opportunities.

A.3 [25-80](#) Discuss Agenda Items for Future Planning and Zoning Commission Consideration.

Commissioner Kirby asked how HB24 would impact development within the City.

Vice-Chair Miller requested an update regarding downtown designation and possible grant funding in Farmers Branch.

Hearing no further questions or comments from the Commissioners, Chair Raley adjourned the Study Session at 7:00 PM. Staff and the Commissioners reconvened in Council Chambers for the Regular Meeting at 7:07 PM.

B. CITIZEN COMMENTS

There was no one wishing to address the Commission, and Chair Raley closed the Citizen Comments portion of the agenda.

C. REGULAR AGENDA ITEMS**C.1 [25-496](#) Nomination and Election of the Chair and Vice-Chair of the Planning and Zoning Commission; and take appropriate action.**

A motion was made by Commissioner Sultzbaugh, seconded by Commissioner Heard, that Amber Raley be reelected Chair and Marcus Miller be reelected Vice-Chair. The motion carried unanimously.

Aye: 7 – Chair Raley, Vice-Chair Miller, Commissioner Sultzbaugh, Commissioner Kirby, Commissioner Froehlich, Commissioner Trapp, Commissioner Heard

C.2 [25-439](#) Consider approval of the June 9, 2025 Planning and Zoning Commission Meeting Minutes; and take appropriate action.

A motion was made by Vice-Chair Miller, seconded by Commissioner Trapp, that the minutes be approved. The motion carried unanimously.

Aye: 7 – Chair Raley, Vice-Chair Miller, Commissioner Sultzbaugh, Commissioner Kirby, Commissioner Froehlich, Commissioner Trapp, Commissioner Heard

D. PUBLIC HEARING**D.1 [25-SU-04](#) Conduct a public hearing and consider the request for a Specific Use Permit (SUP) for a drive-through restaurant on approximately 0.86 acres located at 4169 LBJ Freeway within Planned Development District No. 68 (PD-68); and take appropriate action.**

Mr. Mangum gave a presentation regarding the proposed development.

Hearing no questions or comments from the Commissioners, Chair Raley opened the public hearing.

Kelly King, 1705 South Walton Boulevard, Bentonville, Arkansas, representing the

applicant, answered a question from Vice-Chair Miller regarding visibility and signage for this location.

Hearing no further questions or comments from the Commissioners, Chair Raley asked for a motion to close the public hearing.

A motion was made by Vice-Chair Miller, seconded by Commissioner Kirby, that the public hearing be closed. The motion carried unanimously.

Aye: 7 – Chair Raley, Vice-Chair Miller, Commissioner Sultzbaugh, Commissioner Kirby, Commissioner Froehlich, Commissioner Trapp, Commissioner Heard

Chair Raley asked for a motion regarding the agenda item.

A motion was made by Commissioner Kirby, seconded by Commissioner Heard, that this Specific Use Permit be recommended for approval. The motion carried by the following vote:

Aye: 6 – Chair Raley, Vice-Chair Miller, Commissioner Kirby, Commissioner Froehlich, Commissioner Trapp, Commissioner Heard

Abstain: 1 - Commissioner Sultzbaugh

D.2 24-ZA-20

Conduct a public hearing and consider the request to rezone approximately 2.12 acres of property located at 14500 Landmark Boulevard, described as Lot 4, Block 1, Wellington Square Addition, from Light Industrial (LI) zoning district to Planned Development District No. 109 (PD-109) zoning district, including creation of PD-109, to allow multi-family residential development and establish related development standards; and take appropriate action.

Mr. Mangum gave a presentation regarding the proposed development.

Mr. Mangum answered a question from Vice-Chair Miller regarding clarification of the property boundary of PD-109.

Hearing no further questions or comments from the Commissioners, Chair Raley opened the public hearing.

Daniel Box, 2728 North Harwood Street, Dallas, representing the applicant, gave a presentation.

Commissioner Trapp thanked Mr. Box for the clarification regarding parking.

Mr. Box addressed a question from Vice-Chair Miller regarding the location of the dog park.

Hearing no further questions or comments from the Commissioners, Chair Raley asked for a motion to close the public hearing.

A motion was made by Vice-Chair Miller, seconded by Commissioner Sultzbaugh, that the public hearing be closed. The motion carried unanimously.

Aye: 7 – Chair Raley, Vice-Chair Miller, Commissioner Sultzbaugh, Commissioner Kirby, Commissioner Froehlich, Commissioner Trapp, Commissioner Heard

Chair Raley asked for a motion regarding the agenda item.

A motion was made by Commissioner Heard, seconded by Commissioner Kirby, that this Zoning Amendment be recommended for approval. The motion carried unanimously.

Aye: 7 – Chair Raley, Vice-Chair Miller, Commissioner Sultzbaugh, Commissioner Kirby, Commissioner Froehlich, Commissioner Trapp, Commissioner Heard

E. ADJOURNMENT

Chair Raley adjourned the meeting at 7:40 PM.

Chair

City Administration