



City of Farmers Branch

Action Meeting Minutes

Planning and Zoning Commission

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

Monday, December 8, 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 (6): Chair Amber Raley, Vice-Chair Marcus Miller, Commissioner Alden Slutzbaugh, Commissioner Colin Kirby, Commissioner Pat Trapp, Commissioner Scott Noris, Alternate Commissioner Breeanna Banks, and Alternate Commissioner Clint Schumacher

Commissioners Absent (2): Vice-Chair Marcus Miller and Commissioner Harold Froehlich

City Staff Present: Director of Community Services Samuel Chavez AICP; and Lead Planner Brett Mangum AICP

A. STUDY SESSION

A.1 [25-948](#) Discuss Regular Agenda Items.

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

Chair Raley thanked the Commissioners for their service.

Chair Raley asked for any questions regarding the Regular Agenda items.

Regarding Regular Agenda item C.2:

- Commissioner Schumacher asked for clarification regarding the plat approval process. *Mr. Mangum stated that the proposed plat met all technical requirements and therefore the purpose of the agenda item was for the Commission to approve the plat.*
- Chair Raley asked about the difference between plats that can be approved administratively by staff versus those requiring Planning and Zoning Commission approval. *Mr. Mangum stated that while plat approval by the Planning and Zoning Commission is infrequent, Texas state law is written in a manner that requires such approval for some plats, but pointed out that all plat approvals are ministerial in nature and the only situation in which a plat could not be approved was if there were some sort of defect requiring correction. Mr. Mangum stated staff works to ensure any plats requiring Commission approval are good to go prior to them being brought forth for consideration. Mr. Mangum also discussed the "30-day shot clock rule" for all plat approvals mandated by state law.*
- Commissioner Trapp asked why the plat was required to be approved by

the Commission per the email sent to him by Mr. Campbell. *Mr. Mangum stated that Commission approval was due to the significant number of easements being dedicated. Mr. Mangum identified the easements being dedicated and also explained that the first plat approved for the subject site was a preliminary plat.* Commissioner Trapp asked whether the developer bore the cost of the sidewalk dedications and Mr. Mangum said yes.

A.2 [25-949](#) Discuss Agenda Items for Future Planning and Zoning Commission consideration.

No new items were requested by the Commissioners.

Hearing no further questions or comments, Chair Raley closed discussion on this agenda item and adjourned the Study Session at 6:43 PM. Staff and the Commissioners reconvened in Council Chambers for the Regular Meeting at 7:00 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 [25-853](#) Consider approval of the November 10, 2025 Planning and Zoning Commission Meeting Minutes; and take appropriate action.

A motion was made by Commissioner Kirby, seconded by Commissioner Sultzbaugh, that the minutes be approved. The motion carried unanimously.

Aye: 7 – Chair Raley, Commissioner Kirby, Commissioner Sultzbaugh, Commissioner Trapp, Commissioner Noris, Alternate Commissioner Banks and Alternate Commissioner Schumacher

C.2 [25-PL-03](#) Consider the request for final plat approval of SWBC Mercer Crossing, Phase I, Block A, Lot 1, located at 2100 LBJ Freeway; and take appropriate action.

Mr. Mangum gave a presentation regarding the final plat.

Mr. Jay Resseig with McAdams, the applicant, 4400 State Highway 121, Lewisville, was available to answer questions

Hearing no questions or comments from the Commissioners, Chair Raley asked for a motion regarding the agenda item.

A motion was made by Commissioner Kirby, seconded by Commissioner Sultzbaugh, that this Final Plat be approved. The motion carried unanimously.

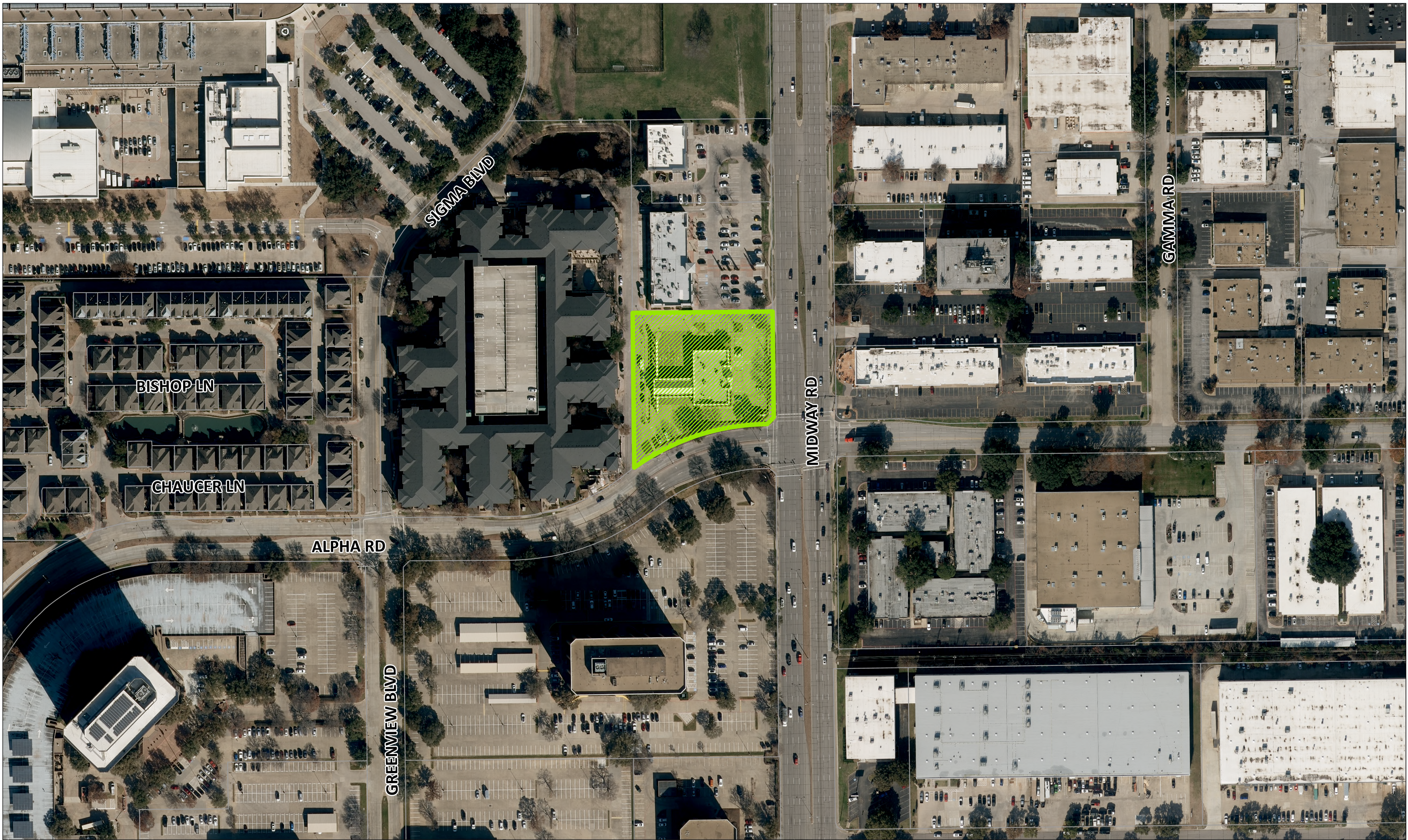
Aye: 7 – Chair Raley, Commissioner Kirby, Commissioner Sultzbaugh, Commissioner Trapp, Commissioner Noris, Alternate Commissioner Banks and Alternate Commissioner Schumacher




E. ADJOURNMENT

Chair Raley adjourned the meeting at 7:05 PM.

Chair

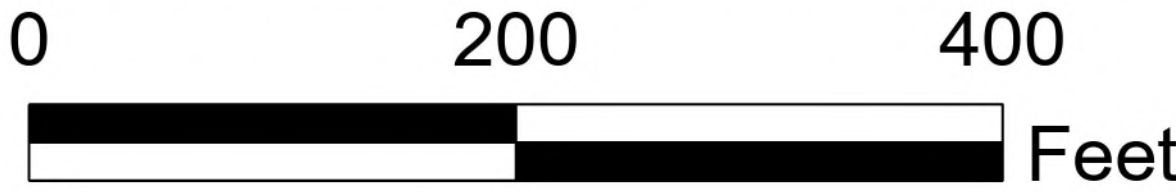
City Administration



-  Subject Property
-  Tax Parcels
-  City Limit

25-SU-10 Aerial Map





13601 Midway Road



This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the ground survey and represents only the approximate relative location of property boundaries. Texas HB1147, Effective 9/1/2011

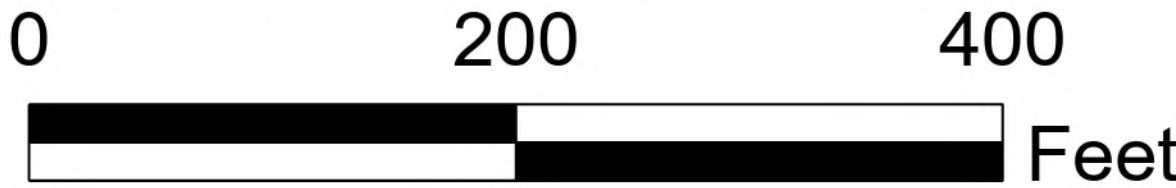




-  Subject Property
-  Zoning
-  Tax Parcels
-  City Limit

25-SU-10 Location Map






13601 Midway Road



This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the ground survey and represents only the approximate relative location of property boundaries. Texas HB1147, Effective 9/1/2011

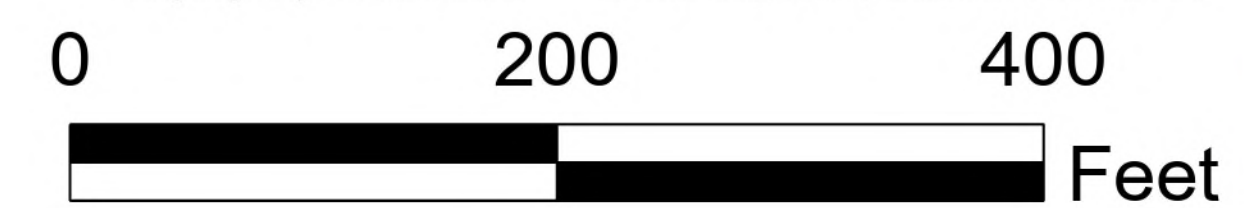




-  300-Foot Courtesy Notice
-  200-Foot Protest Area
-  Subject Property
-  Tax Parcels
-  City Limit

25-SU-10 Notification Map

13601 Midway Road



This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the ground survey and represents only the approximate relative location of property boundaries. Texas HB1147, Effective 9/1/2011



**Summary of Mailed Notices
Property Owner List
25-SU-10
13610 Midway Road**

Map	First Name	Address	City	State	Zip	Written Response
1.	4100 ALPHA PROPERTY LLC C/O BOXER PROPERTY	7324 SOUTHWEST FWY STE 1900	HOUSTON	TX	77074	
2.	BRANCH PARK LP	6615 SNIDER PLZ STE 201A	DALLAS	TX	75205	
3.	BRANCH PARK LP	6615 SNIDER PLZ STE 201A	DALLAS	TX	75205	
4.	JINMEN LLC	PO BOX 631010	IRVING	TX	75063	
5.	ABDULLA DFW VENTURES LP	600 N TUSTIN AVE STE 130	NORTH TUSTIN	CA	92705	
6.	BRANCH PARK LP	6615 SNIDER PLZ STE 201A	DALLAS	TX	75205	
7.	MIDWAY MIXED-USE DEV AT	8521 LEESBURG PIKE STE 601	VIENNA	VA	22182	
8.	FFIH 3 LLC	13720 MIDWAY RD	DALLAS	TX	75244	
9.	FFIH 3 LLC	13720 MIDWAY RD	DALLAS	TX	75244	
10.	400 SUNDANCE PARKWAY LTD	3100 MONTICELLO AVE STE 765	DALLAS	TX	75205	
11.	MW3 BP ASSOCIATES LLC C/O BIANCO PROPERTIES	680 CRAIG RD STE 240	CREVE COEUR	MO	63141	
12.	CARROLLTON-FARMERS BRANCH ISD	1445 N. PERRY ROAD	CARROLLTON	TX	75006	
13.	DALLAS ISD	9400 N. CENTRAL EXPRESSWAY	DALLAS	TX	75231	

PLAN OF OPERATIONS FORM

PLANNING DEPARTMENT OF THE CITY OF FARMERS BRANCH



**FARMERS
BRANCH**

Please provide the following information for each Specific Use Permit (SUP) application. Additional pages may be attached if needed.

Describe the proposed land use and site operation:

Proposed Gasoline Service Station use (QuikTrip) with 5,029 sf retail store and 10 fuel pumps. There will also be NO diesel fuel pumps.

Indicate hours of operation of the proposed use:

Open 24 hours/day for customer gasoline and convenience store needs

Total number of employees (please specify shifts, if applicable):

Approx. 3 employees per shift

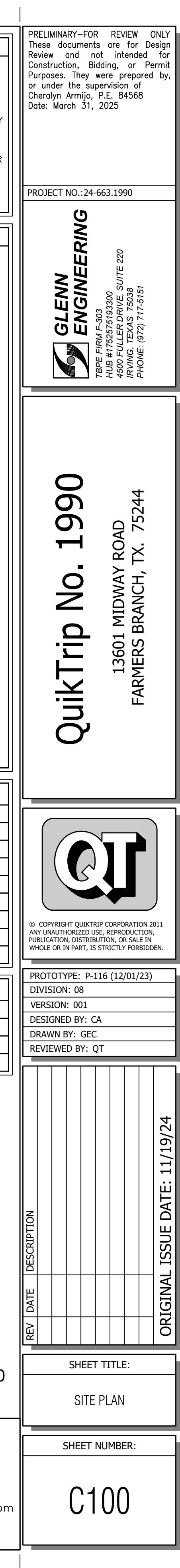
Indicate if any storage or activity is proposed outside the building*:

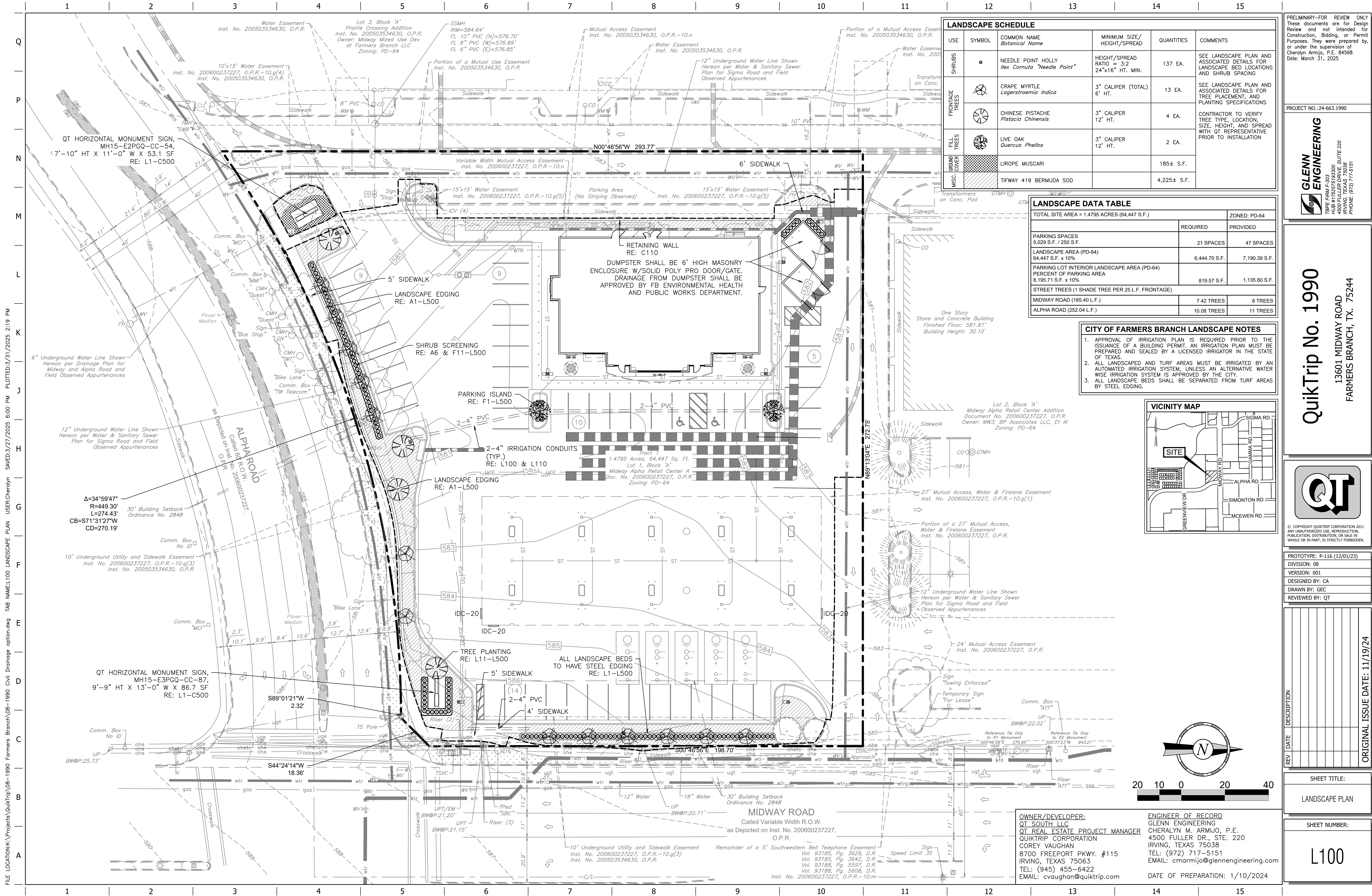
No

List any other relevant or unique information about the business or site:

QuikTrip is a nationally recognized brand consistently ranked as one of the top convenience store marketers in product quality and friendly service. QuikTrip is committed to providing top notch customer service and a clean facility for the proposed neighborhood serving use.

* Depending on the existing zoning of the property, any outdoor storage or activity may require additional zoning action.

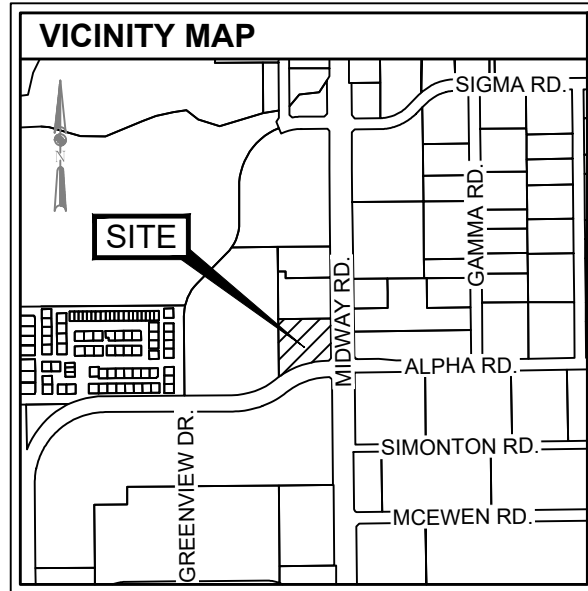




LANDSCAPE SCHEDULE				
USE	SYMBOL	COMMON NAME Botanical Name	MINIMUM SIZE/ HEIGHT/SPREAD	QUANTITIES
SHRUBS	●	NEEDLE POINT HOLLY <i>Ilex Cornuta "Needle Point"</i>	HEIGHT/SPREAD RATIO = 3:2 24"x16" HT. MIN.	137 EA.
FRONTAGE TREES	⊗	CRAPE MYRTLE <i>Lagerstroemia Indica</i>	3" CALIPER (TOTAL) 6' HT.	13 EA.
	⊗	CHINESE PISTACHE <i>Pistacia Chinsis</i>	3" CALIPER 12' HT.	4 EA.
FILE TREES	⊗	LIVE OAK <i>Quercus Phellos</i>	3" CALIPER 12' HT.	2 EA.
GROUND COVER	■	LIROPE MUSCARI		185± S.F.
MISC.		TIFWAY 419 BERMUDA SOD		4,225± S.F.

LANDSCAPE DATA TABLE		
TOTAL SITE AREA = 1.4795 ACRES (64,447 S.F.)	REQUIRED	PROVIDED
PARKING SPACES 5,029 S.F. / 250 S.F.	21 SPACES	47 SPACES
LANDSCAPE AREA (PD-64) 64,447 S.F. x 10%	6,444.70 S.F.	7,190.39 S.F.
PARKING LOT INTERIOR LANDSCAPE AREA (PD-64) PERCENT OF PARKING AREA 8,195.71 S.F. x 10%	819.57 S.F.	1,135.60 S.F.
STREET TREES (1 SHADE TREE PER 25 L.F. FRONTAGE)		
MIDWAY ROAD (185.40 L.F.)	7.42 TREES	8 TREES
ALPHA ROAD (252.04 L.F.)	10.08 TREES	11 TREES

- CITY OF FARMERS BRANCH LANDSCAPE NOTES**
- APPROVAL OF IRRIGATION PLAN IS REQUIRED PRIOR TO THE ISSUANCE OF A BUILDING PERMIT. AN IRRIGATION PLAN MUST BE PREPARED AND SEALED BY A LICENSED IRRIGATOR IN THE STATE OF TEXAS.
 - ALL LANDSCAPED AND TURF AREAS MUST BE IRRIGATED BY AN AUTOMATED IRRIGATION SYSTEM, UNLESS AN ALTERNATIVE WATER WISE IRRIGATION SYSTEM IS APPROVED BY THE CITY.
 - ALL LANDSCAPE BEDS SHALL BE SEPARATED FROM TURF AREAS BY STEEL EDGING.



PRELIMINARY-FOR REVIEW ONLY
These documents are for Design Review and not intended for Construction, Bidding, or Permit Purposes. They were prepared by, or under the supervision of, Cheryl Armijo, P.E. 84568
Date: March 31, 2025

PROJECT NO.: 24-663.1990
GLENN ENGINEERING
TYPE FIRM E-303
HUB #172525193300
1500 CULLEN DRIVE, SUITE 220
IRVING, TEXAS 75038
PHONE (972) 717-5151

QuikTrip No. 1990
13601 MIDWAY ROAD
FARMERS BRANCH, TX. 75244



© COPYRIGHT QUIKTRIP CORPORATION 2011
ANY UNAUTHORIZED USE, REPRODUCTION, PUBLICATION, DISTRIBUTION, OR SALE IN WHOLE OR IN PART, IS STRICTLY FORBIDDEN.

PROTOTYPE: P-116 (12/01/23)
DIVISION: 08
VERSION: 001
DESIGNED BY: CA
DRAWN BY: GEC
REVIEWED BY: QT

REV	DATE	DESCRIPTION

ORIGINAL ISSUE DATE: 11/19/24

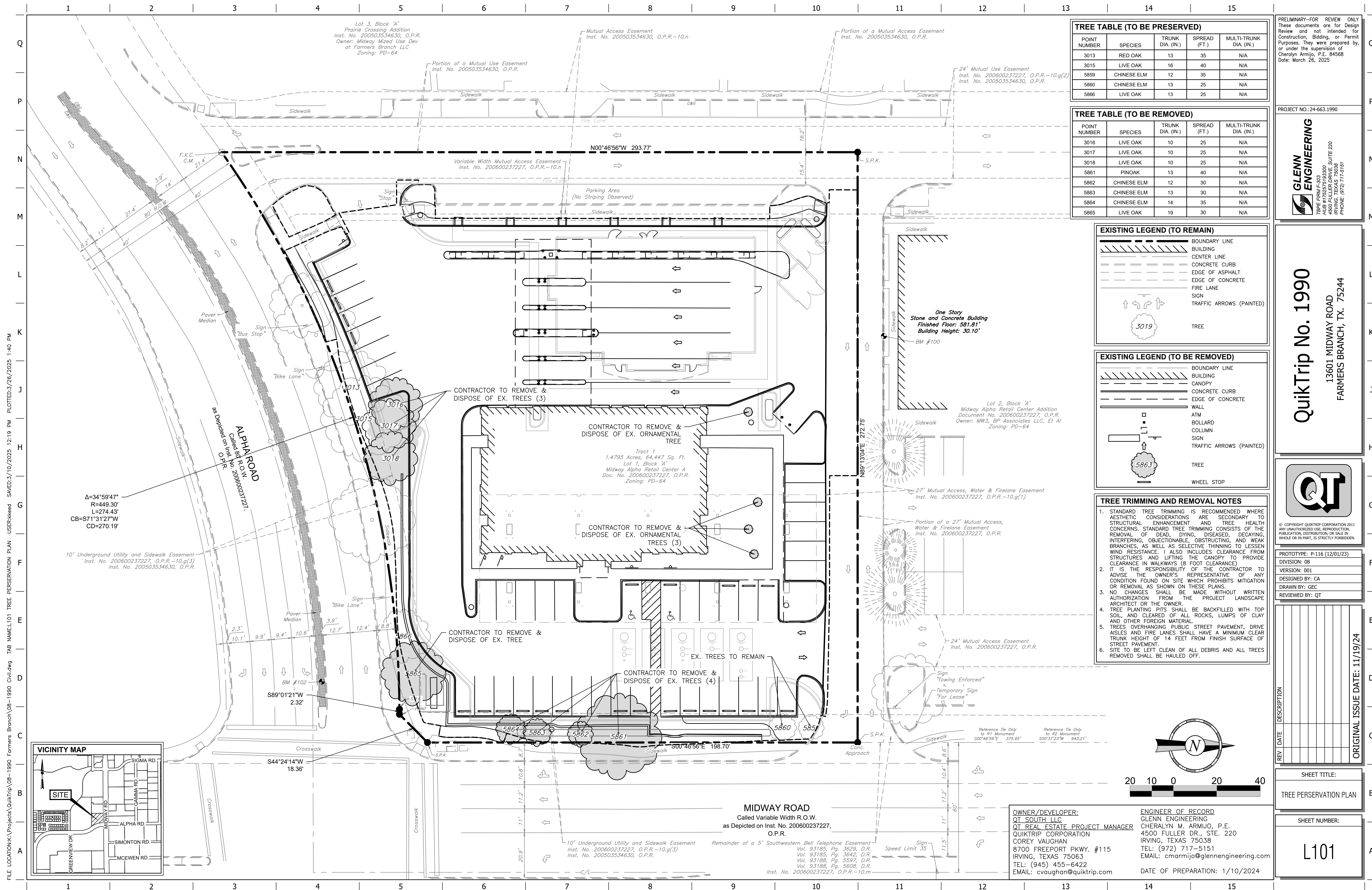
SHEET TITLE:
LANDSCAPE PLAN

SHEET NUMBER:

L100

OWNER/DEVELOPER:
QT SOUTH LLC
QT REAL ESTATE PROJECT MANAGER
QUIKTRIP CORPORATION
COREY VAUGHAN
8700 FREEPORT PKWY. #115
IRVING, TEXAS 75063
TEL: (945) 455-6422
EMAIL: cvaughan@quiktrip.com

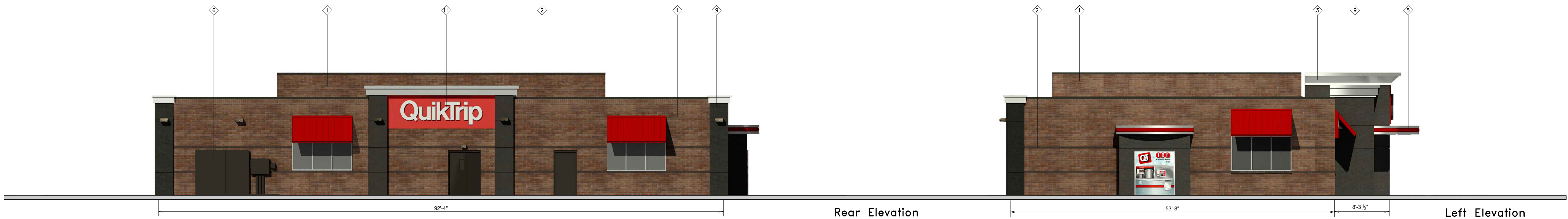
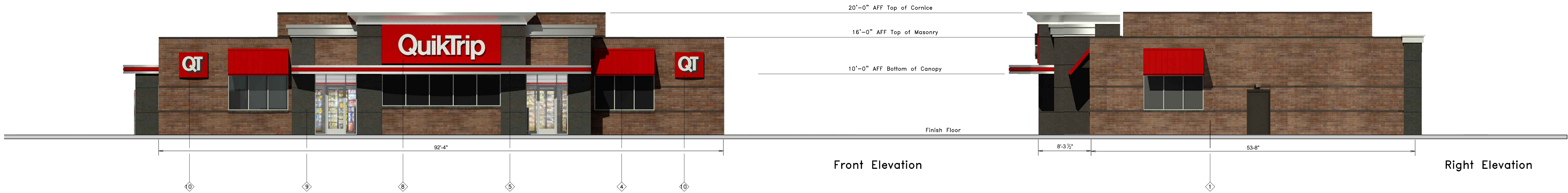
ENGINEER OF RECORD:
GLENN ENGINEERING
CHERYL M. ARMJO, P.E.
4500 FULLER DR., STE. 220
IRVING, TEXAS 75038
TEL: (972) 717-5151
EMAIL: cmarmijo@glennengineering.com
DATE OF PREPARATION: 1/10/2024






Farmers Branch, TX

08-1990-Concept Site Plan Date: 4.28.25 By: KH



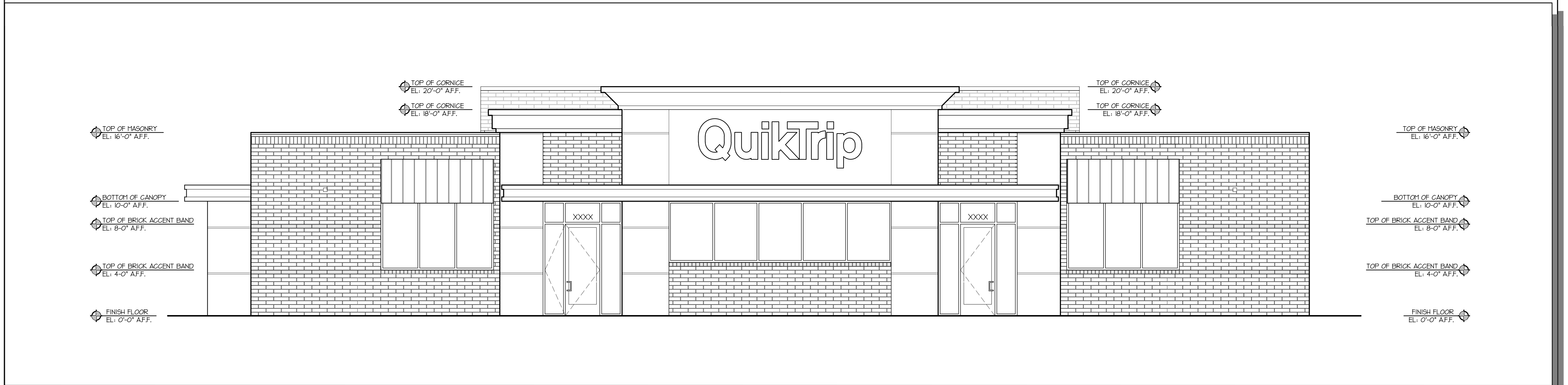
APPROVED
[Signature]
01/27/2025



QuikTrip.
4705 South 129th East Ave.
Tulsa, OK 74134-7008
P.O. Box 3475
Tulsa, OK 74101-3475
(918) 615-7700

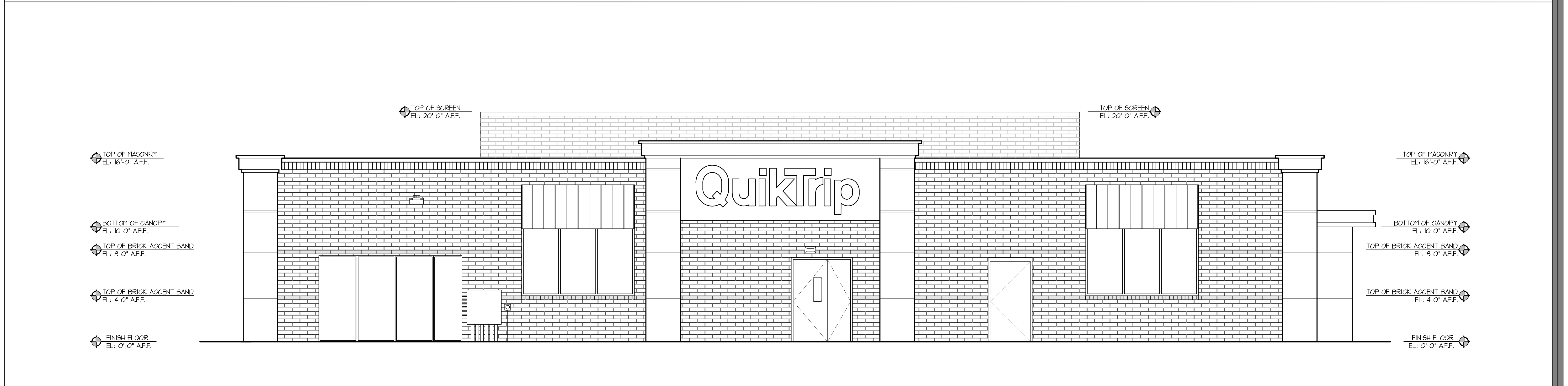
Store # 1990	G3SE Building Elevations	Address: 13601 Midway Rd	City, State: Farmers Branch, TX
Serial # 08-1990-G3SE	Scale: 1/8"=1'-0"	Issue Date: 01.27.25	Drawn By: JK
		Rev/Notes:	
COPYRIGHT © 2011 QUIKTRIP CORPORATION DESIGN PATENTS QUIKTRIP PLANS ARE THE EXCLUSIVE PROPERTY OF QUIKTRIP CORPORATION, TULSA, OKLAHOMA. THESE PLANS ARE PROTECTED IN THEIR ENTIRETY BY DOMESTIC AND INTERNATIONAL COPYRIGHT AND PATENT STATUTES. ANY UNAUTHORIZED USE, REPRODUCTION, PUBLICATION, DISTRIBUTION OR SALE IN WHOLE OR IN PART, IS STRICTLY FORBIDDEN.			

#	FINISH	MANUFACTURER	SPECIFICATION
1	BRONZESTONE	INTERSTATE BRICK	ATLAS STRUCTURAL BRICK
2	MIDNIGHT	INTERSTATE BRICK	ATLAS STRUCTURAL BRICK
3	BRUSHED ALUMINUM	REYNOLDBOND	PASCIA
4	QT RED	SHERWIN-WILLIAMS	STANDING SEAM AWNING
5	RED POLYCARBONATE	ALLEN INDUSTRIES	ILLUMINATED BAND
6	QT BROWN	SHERWIN - WILLIAMS	METAL PAINT
7	BLACK	ALL COURT FABRICS	POLYPRO 95 MESH
8	CL-20R	ALLEN INDUSTRIES	SIGNAGE
9	GRANITE	STO	AT100G EIFS
10	IDS-20	ALLEN INDUSTRIES	ILLUMINATED SIGNAGE
11	CL-4R	ALLEN INDUSTRIES	ILLUMINATED SIGNAGE



FRONT ELEVATION

$\frac{1}{8}" = 1'-0"$



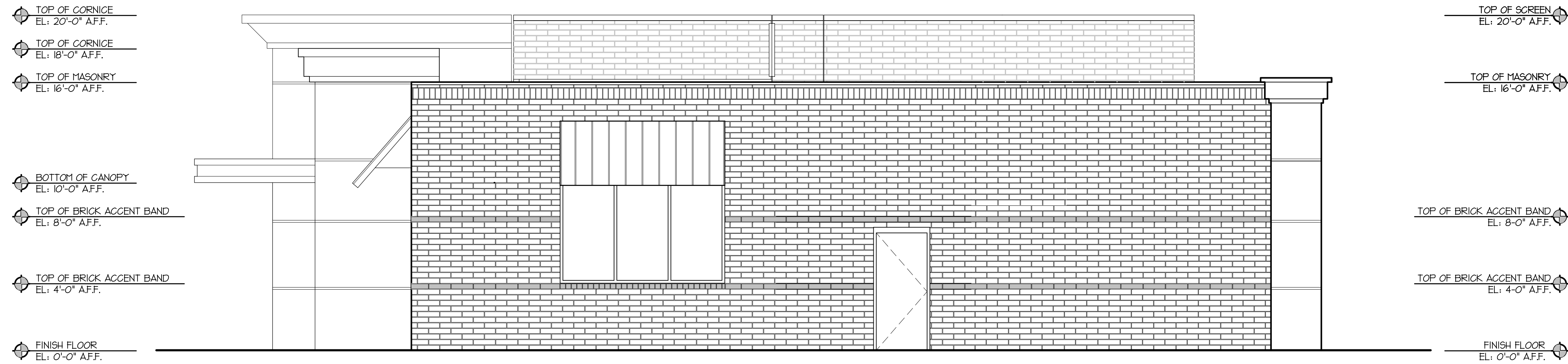
REAR ELEVATION

$\frac{1}{8}" = 1'-0"$



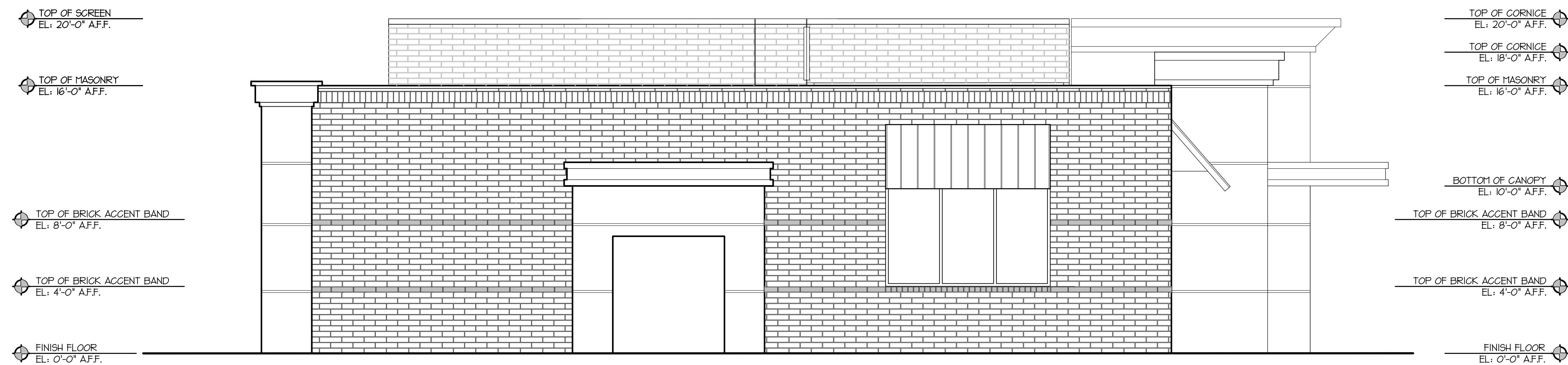
Store 1990
08-1990-ELEVATIONS

Farmers Branch, TX
Date: 01.27.25 By: Lickel



RIGHT SIDE ELEVATION

$\frac{1}{4}" = 1'-0"$



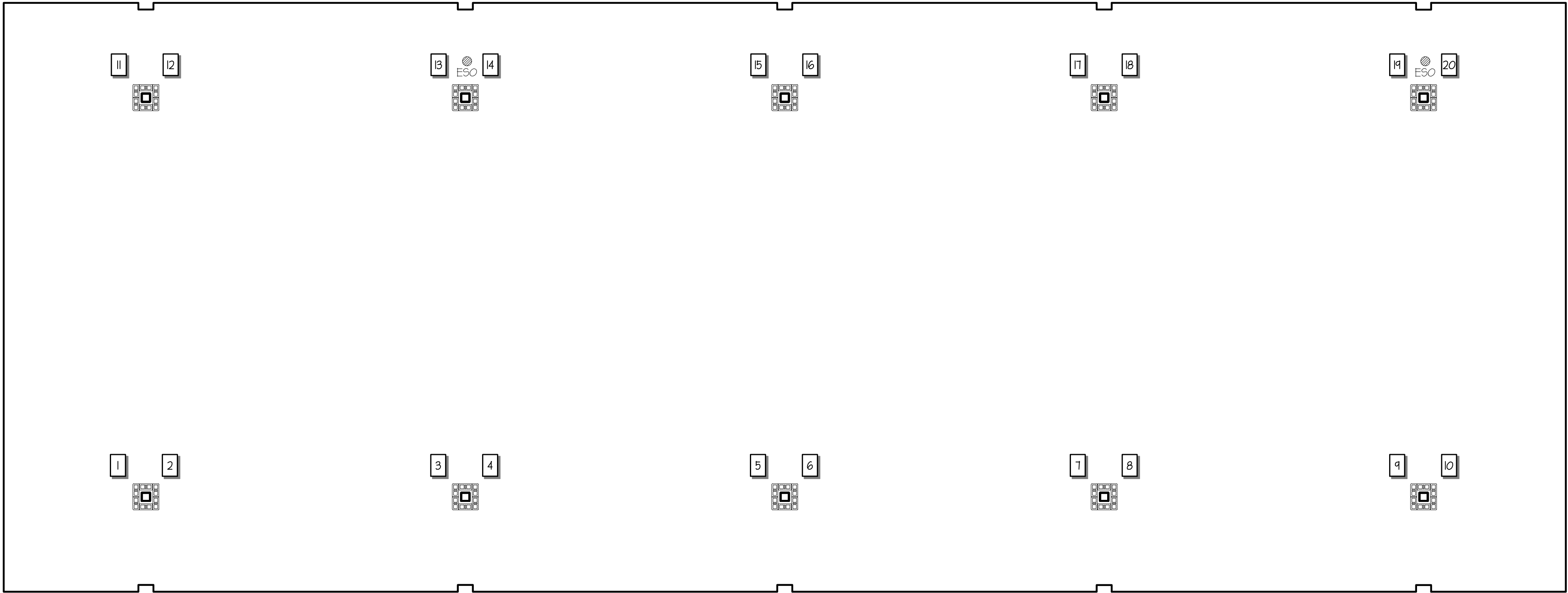
LEFT SIDE ELEVATION

$\frac{1}{4}" = 1'-0"$



Store 1990
08-1990-ELEVATIONS

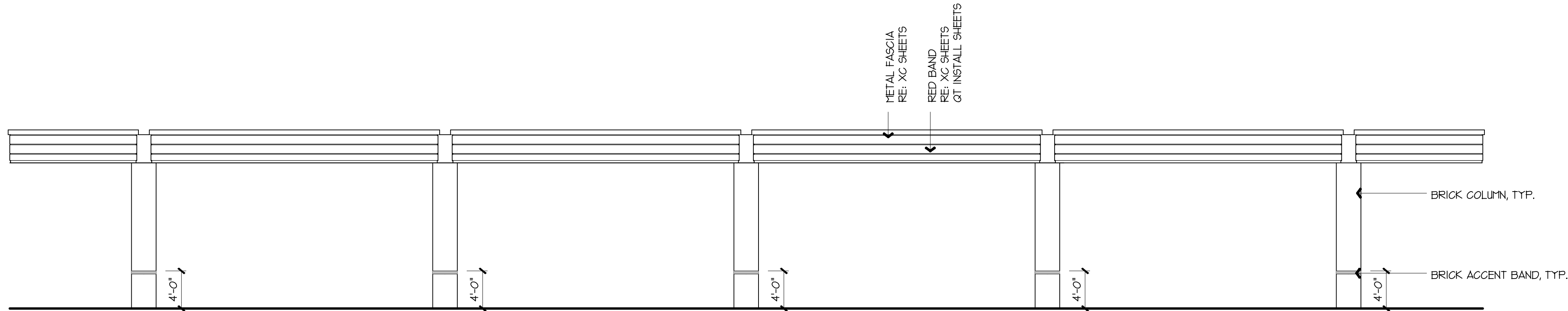
Farmers Branch, TX
Date: 01.27.25 By: Lickel



LEGEND	
	PUMP NUMBERS
	CANOPY SIGNAGE
	GASOLINE EMERGENCY SHUT OFF SWITCH

DOUBLE STACK 10 GAS CANOPY PLAN

1/4" = 1'-0"



DOUBLE STACK 10 GAS CANOPY ELEVATION

1/4" = 1'-0"



Store 1990
08-1990-CANOPY

Farmers Branch, TX
Date: 01.27.25 By: Lickel



13601 Midway Rd – Proposed QT





13601 Midway Rd – Proposed QT





