



City of Farmers Branch

Action Meeting Minutes

Planning and Zoning Commission

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

Monday, April 13, 2026

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): Vice-Chair Marcus Miller, Commissioner Alden Sultzbaugh, Commissioner Colin Kirby, Commissioner Pat Trapp, Commissioner Scott Noris, and Alternate Commissioner Breeanna Banks

Commissioners Absent (2): Chair Amber Raley and Alternate Commissioner Clint Schumacher

City Staff Present: Planning Manager Tara Bradley; Planner Brian Campbell AICP; and City Attorney Chris Metcalf

A. STUDY SESSION

A.1 [26-238](#) Discuss Regular Agenda Items.

Vice-Chair Miller called the Study Session to order at 6:30 PM. Vice-Chair Miller thanked the Commissioners for their service.

Vice-Chair Miller asked for any questions regarding the Regular Agenda item or Public Hearing item.

Regarding Regular Agenda item C.1, Commissioner Trapp noted a typo on page three of the March 9th meeting minutes where Public Hearing item *D.2* was erroneously labeled *D.3*.

Regarding Public Hearing item D.1:

- Commissioner Trapp asked whose responsibility it should be to address expired Specific Use Permits (SUPs). *Mr. Campbell stated this was the responsibility of the property owner and the user associated with the said SUP.*
- Commissioner Trapp asked about penalties for applicants operating under an expired SUP. *Mr. Campbell stated that it becomes a matter for the Code Enforcement Department, but this department must be first made aware of the situation.*
- Commissioner Trapp asked what would become of the existing tower should this SUP ultimately not be approved. *Mr. Campbell stated the tower would be permitted to remain in its existing condition, but no equipment upgrades would be permitted until a new SUP is approved.*

- Commissioner Trapp asked whether there were any restrictions on the height of the tower given it's in the flight path of Love Field. *Mr. Campbell stated the current height of 75 feet was acceptable per the Federal Aviation Administration (FAA) requirements.*
- Commissioner Trapp asked about when the equipment upgrade would occur. *Mr. Campbell stated he would defer to the applicant on this.*
- Commissioner Sultzbaugh asked if the ordinance as written would allow the applicant to forgo the SUP process for future upgrades to this tower. *Mr. Campbell stated yes and also confirmed that the ordinance would make the SUP permanent to the subject property for use for a cell tower. Mr. Campbell stated that the two caveats regarding forgoing the SUP process for future upgrades were if the tower is increased beyond its current height of 75 feet or if the tower was moved from its current location per the site plan.*
- Commissioner Kirby asked about permit required for cell tower upgrades. *Mr. Campbell stated it was the Small Cell Network Permit.*
- Vice-Chair Miller asked whether there was a process to deal with expired SUP ordinances. *Mr. Campbell stated no.*

Hearing no further questions or comments, Vice-Chair Miller closed discussion on this agenda item.

A.2 [26-240](#)

Receive a presentation regarding Artificial Intelligence (A.I.) in Planning.

Ms. Bradley gave the presentation.

Vice-Chair Miller asked whether Planning staff were currently using Chat GPT, Claude or similar A.I. applications. *Ms. Bradley stated not to her knowledge.*

Vice-Chair Miller asked whether staff were authorized to utilize Chat GPT. *Ms. Bradley stated that any use of this program would need to be in compliance with the regulations set forth by the IT Department.*

Commissioner Kirby asked whether any other cities were currently utilizing A.I. related to Planning. *Ms. Bradley stated yes and discussed such efforts by Garland and Sandy Springs, Georgia.*

Commissioner Trapp asked whether the City was pursuing any grants related to A.I. *Ms. Bradley stated no.*

Regarding a potential A.I. chatbot for Planning department inquiries, Alternate Commissioner Banks asked whether staff received numerous questions from the public related to Planning. *Ms. Bradley said yes.*

Hearing no further questions or comments, Vice-Chair Miller closed discussion on this agenda item.

A.3 [26-239](#)

Discuss Agenda Items for Future Planning and Zoning Commission consideration.

Vice-Chair Miller requested an item related to a potential update to the Downtown Farmers Branch Code regarding parking within the Station Area.

Hearing no further questions or comments, Vice-Chair Miller closed discussion on this agenda item and adjourned the Study Session at 6:50 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 Vice-Chair Miller closed the Citizen Comments portion of the agenda.

C. REGULAR AGENDA ITEMS

- C.1 [26-183](#) **Consider approval of the March 9, 2026 Planning and Zoning Commission Meeting Minutes; and take appropriate action.**

A motion was made by Commissioner Trapp, seconded by Alternate Commissioner Banks, that the minutes be approved with a correction to the typo noted by Commissioner Trapp. The motion carried unanimously.

Aye: 6 – Vice-Chair Miller, Commissioner Sultzbaugh, Commissioner Kirby, Commissioner Trapp, Commissioner Noris and Alternate Commissioner Banks

D. PUBLIC HEARING

- D.1 [26-SU-01](#) **Conduct a public hearing and consider the request for a Specific Use Permit (SUP) to allow a cellular mobile telecommunications antenna on a portion of a 1.63-acre property addressed as 1641 Keenan Bridge Road and located within the Planned Development District No. 77 (PD-77) zoning district; and take appropriate action.**

Mr. Campbell gave a presentation regarding the SUP request.

Mr. David Prejean with Crafton Communications, representing the applicant, 2918 Clairmont Avenue South Birmingham, Alabama, was available to answer questions.

Commissioner Trapp asked about the purpose of the proposed equipment upgrade. *Mr. Prejean stated it was to enhance the antennas on the tower.*

Commissioner Trapp asked whether service would be disrupted with this upgrade. *Mr. Prejean stated no.*

Commissioner Trapp asked when the applicant planned to perform the upgrade. *Mr. Prejean stated within the next 90 days.*

Hearing no further questions or comments from the Commissioners, Vice-Chair Miller opened the public hearing. No one came forward to address this agenda item and Vice-Chair Miller asked for a motion to close the public hearing.

A motion was made by Commissioner Sultzbaugh, seconded by Commissioner Kirby, that the public hearing be closed. The motion carried unanimously.

Aye: 6 – Vice-Chair Miller, Commissioner Sultzbaugh, Commissioner Kirby,

Commissioner Trapp, Commissioner Noris and Alternate Commissioner Banks
Vice-Chair Miller asked for motion regarding the item.

A motion was made by Commissioner Sultzbaugh, seconded by Commissioner Noris, that this Specific Use Permit be recommended for approval. The motion carried unanimously.

Aye: 6 – Vice-Chair Miller, Commissioner Sultzbaugh, Commissioner Kirby, Commissioner Trapp, Commissioner Noris and Alternate Commissioner Banks

Mr. Campbell stated City Council would consider the request at their May 19, 2026 meeting.

E. ADJOURNMENT

Vice-Chair Miller adjourned the meeting at 7:10 PM.

Chair

City Administration