



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

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