



# City of Farmers Branch

## Action Meeting Minutes

### Planning and Zoning Commission

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

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Monday, May 11, 2026

7:00 PM

City Hall

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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 Sultzbaugh, Commissioner Colin Kirby (arrived at 6:14 PM), Commissioner Scott Noris, and Alternate Commissioner Breeanna Banks

**Commissioners Absent (2):** Commissioner Pat Trapp and Alternate Commissioner Clint Schumacher

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

#### **A. STUDY SESSION**

**A.1 [26-307](#) Discuss Regular Agenda Items.**

Chair Raley called the Study Session to order at 6:00 PM. Chair Raley thanked the Commissioners for their service.

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

Regarding Regular Agenda item C.2, Vice-Chair Miller asked why this case was being brought before the Commission. *Mr. Campbell explained that Planned Development District No. 107 (PD-107) Ordinance No. 3743 required the applicant to receive approval of a Detailed Site Plan from City Council following a recommendation from the Planning and Zoning Commission prior to development of the subject property.*

Hearing no further questions or comments, Chair Raley closed discussion on this agenda item.

**A.2 [26-315](#) Discussion and feedback regarding draft landscape amendments to the Comprehensive Zoning Ordinance.**

Ms. Bradley gave a presentation regarding the proposed amendments.

*Vice-Chair Miller suggested that mentions of public art be clarified to include incorporation of landscaping as a requirement.*

Vice-Chair Miller asked for clarification on those provisions in which a wall was required, including whether masonry was always required for said walls. *Ms. Bradley clarified that iron rod fencing with shrubs was acceptable and mentioned that this setup was done in other cities.*

Vice-Chair Miller asked for clarification on the definition of tree topping and whether this practice should be prevented. *Ms. Bradley explained that the definition provided was how it was currently defined in the Code of Ordinances and that this practice was not encouraged.*

Vice-Chair Miller asked whether the Landscaping Subcommittee was currently active. *Ms. Bradley said no.*

Commissioner Sultzbaugh asked about the percentage of the site required to be landscaped for multifamily developments currently. *Ms. Bradley stated it was 5 percent.*

Commissioner Sultzbaugh asked whether staff had any examples of multifamily developments within the City in which 20 percent of the site was landscaped and whether this requirement would halt such developments. *Ms. Bradley confirmed that this requirement would not halt development and this 20 percent would also include hardscape amenities. Ms. Bradley also stated that this requirement was meant to help prevent runoff.*

Commissioner Sultzbaugh asked for clarification regarding the approval process for those developments unable to meet the required percentage of landscaping, and specifically whether this process would include the Planning and Zoning Commission and City Council. Commissioner Sultzbaugh expressed concerns that the ordinance as written was allowing applicants to bypass the requirements of this ordinance. *Ms. Bradley stated that the draft ordinance as written currently allowed for administrative or City Manager approval of deviations from some requirements. Ms. Bradley also stated that staff would look into amending the approval process for special exceptions to require approval from both the Planning and Zoning Commission and City Council.*

*Vice-Chair Miller pointed out that the wording regarding percentages of the site required to be landscaped was not clear, specifically referring to page 5. Vice-Chair Miller requested this language be consistent throughout the ordinance.*

Alternate Commissioner Banks asked what 5 percent represented regarding the required percentage of a site to be landscaped. *Ms. Bradley stated that this was the current requirement.*

Alternate Commissioner Banks asked whether increases in required landscaping would help the City look better aesthetically. *Ms. Bradley said yes.*

*Alternate Commissioner Banks commented that air quality in Farmers Branch was not ideal.*

Alternate Commissioner Banks asked whether the increased landscaping requirements would require additional water usage. *Ms. Bradley said yes and stated conversation would be encouraged through irrigation requirements and incorporating emerging alternative plant materials.*

*Ms. Bradley stated that staff would bring this back to the Commission in July following a Study Session with City Council.*

Hearing no further questions or comments, Chair Raley closed the discussion on this agenda item.

**A.3**     [26-316](#)**Seek direction on revisions to the Comprehensive Zoning Ordinance (CZO), including Article 2.4 (Permitted Uses/Use Table) and Article 7 (Definitions).**

Ms. Bradley gave a presentation regarding the proposed amendments.

*Commissioner Kirby stated he believed staff should pursue the Comprehensive Review option, and suggested staff establish a schedule for future updates and make these updates as detailed as possible.*

*Vice-Chair Miller suggested staff take a phased approach in which: what could be completed the quickest to be done first; then complete the more moderately difficult items; and finally complete the most difficult items.*

*Ms. Bradley asked Vice-Chair Miller to confirm that he was suggesting that staff piecemeal each phase. Vice-Chair Miller said yes.*

*In response to Vice-Chair Miller's confirmation, Ms. Bradley stated that staff could look into this approach.*

*Vice-Chair Miller stated he believed staff should pursue the Comprehensive Review option.*

*Commissioner Sultzbaugh stated he believed staff should pursue the Comprehensive Review option and asked the following questions:*

- *Whether all 104 identified land uses were undefined. Ms. Bradley stated some of these currently were not defined.*
- *Whether there were uses currently operating in the City that did not fit any of the currently defined land uses. Ms. Bradley stated that while some uses fit, the individual uses themselves were undefined, using florist shop as an example.*
- *Whether the Comprehensive Review would help in addressing those land uses currently undefined. Ms. Bradley said yes.*
- *The anticipated timelines for each review. Ms. Bradley stated she could not provide specific timelines, but that the Comprehensive Review would take longer.*
- *Whether it would be more efficient to take a piecemeal approach or to complete this all at once, and what the costs would be with each approach. Ms. Bradley stated that staff would bring information regarding cost.*

*Chair Raley stated a potential drawback of a phased approach could be the time needed to complete each presentation versus presenting one final product. Chair Raley stated that phasing could be a viable option and stated she believed staff should pursue the Comprehensive Review option.*

*Commissioner Kirby asked for clarification regarding the process for adding uses to the Comprehensive Zoning Ordinance (CZO). Ms. Bradley stated that for those uses currently undefined, staff had the option of bringing said use forward to either the Planning and Zoning Commission or the City Manager for interpretation. Ms. Bradley then stated that should a new use be proposed for the use table, this would come before both the Commission and City Council for approval.*

Commissioner Kirby asked whether staff had looked into tying in secondary uses for individual operators, using alcohol sales associated with gas station convenience stores as an example. *Ms. Bradley stated that staff would look into this.*

Hearing no further questions or comments, chair Raley closed the discussion on this agenda item.

**A.4 [26-315](#) Discuss Agenda Items for Future Planning and Zoning Commission Consideration.**

No new items were requested by the Commissioners.

Hearing no questions or comments, Chair Raley closed the discussion on this agenda item and adjourned the Study Session at 6:45 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 [26-278](#) Consider approval of the April 27, 2026 Planning and Zoning Commission Meeting Minutes; and take appropriate action.**

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

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

**C.2 [25-SP-10](#) Consider the request for Detailed Site Plan approval for a multifamily residential development on an approximately 5-acre property addressed as 4707 Alpha Road and located within the Planned Development District No. 107 (PD-107) zoning district; and take appropriate action.**

Mr. Campbell gave a presentation regarding the proposed development.

Mr. David Bond with Spiars Engineering and Surveying, the applicant, 765 Custer Road, Plano, and Mr. Hal Beaver with OT Partners, representing the developer, 4232 San Carlos Drive, Dallas, were available to answer questions.

Mr. Bond confirmed the total multifamily residential unit count to be 391.

Commissioner Noris asked whether the property featured allowances for suitable ingress and egress for Fire Department equipment. *Mr. Bond said yes and stated this was discussed with staff during review of the submittal.*

Vice-Chair Miller asked Mr. Beaver whether he foresaw additional multifamily residential development for the area surrounding the subject property. *Mr. Beaver said yes and stated that in addition to this he also foresaw additional retail for the area as well as an inclination towards a more pedestrian-friendly environment.*

Vice-Chair Miller asked about the target audience for this development. *Mr. Beaver said the developer was targeting users typical of a Class A multifamily residential product.*

Commissioner Kirby asked whether the development would feature adequate parking given the now additional residential unit count. *Mr. Bond and Mr. Beaver stated that parking would be confirmed prior to the City Council meeting and that they were confident the development would feature an adequate number of spaces.*

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

**A motion was made by Commissioner Kirby, seconded by Commissioner Noris, that this Detailed Site Plan be recommended for approval. The motion carried unanimously.**

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

**D. ADJOURNMENT**

Chair Amber Raley adjourned the meeting at 7:18 PM.

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Chair

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City Administration