



# City of Farmers Branch

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

## Meeting Minutes

### Planning and Zoning Commission

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Monday, December 12, 2016

7:00 PM

City Hall

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#### Study Session Meeting to be held at 6:00 PM in Study Session Room

Hard copies of the full Planning and Zoning Commission agenda packet are accessible the Friday prior to every regularly scheduled meeting at the following locations:

- 1) Manske Library
- 2) City Hall

Additionally, the agenda packet is available for download from the City's web site at [www.farmersbranchtx.gov](http://www.farmersbranchtx.gov). This download may be accessed from any computer with Internet access, including computers at the Manske Library and in the lobby of City Hall.

Any individual who wishes to speak on an agenda item should fill out a Registration Form for Appearance before the Planning and Zoning Commission (white card located in the back of the Council Chambers) and submit the completed card to City Administration member prior to the start of the meeting.

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

- Present** 9 - Commissioner Cory Plunk, Commissioner Bronson Blackson, Vice Chair Jason O'Quinn, Chair Nancy Hardie, Commissioner Tim Yarbrough, Commissioner David Moore, Commissioner Chris Brewer, Commissioner Sergio De Los Santos, and Commissioner Michael Driskill
- Staff** 3 - Andy Gillies Director of Community Services, Alexis Jackson Planning Manager, and Sara Egan Planning Technician

- A.1** [TMP-2014](#) **Discuss regular agenda items.**

#### **B. REGULAR AGENDA ITEMS**

- B.1** [TMP-2015](#) **Consider approval of the November 14, 2016, Attendance Matrix for the Planning and Zoning Commission as presented and take appropriate action.**

**A motion was made by Commissioner Blackson, seconded by Commissioner Driskill, that this Report be recommended for approval. The motion carried by the following vote:**

**Aye:** 9 - Commissioner Cory Plunk, Commissioner Bronson Blackson, Vice Chair Jason O'Quinn, Chair Hardie, Commissioner Tim Yarbrough, Commissioner David Moore, Commissioner Chris Brewer, Commissioner Sergio De Los Santos and Commissioner Michael Driskill

**B.2** [TMP-2016](#)

**Consider approval of the November 14th, 2016 Planning and Zoning Commission minutes and take appropriate action.**

**A motion was made by Vice Chair O'Quinn, seconded by Commissioner De Los Santos, that the Minutes be approved. The motion carried by the following vote:**

**Aye:** 9 - Commissioner Cory Plunk, Commissioner Bronson Blackson, Vice Chair Jason O'Quinn, Chair Hardie, Commissioner Tim Yarbrough, Commissioner David Moore, Commissioner Chris Brewer, Commissioner Sergio De Los Santos and Commissioner Michael Driskill

**B.3** [TMP-2017](#)

**Consider approval of the 2017 Meeting Dates & Application Deadlines.**

**A motion was made by Commissioner Blackson, seconded by Commissioner Yarbrough, that this Report be recommended for approval. The motion carried by the following vote:**

**Aye:** 9 - Commissioner Cory Plunk, Commissioner Bronson Blackson, Vice Chair Jason O'Quinn, Chair Hardie, Commissioner Tim Yarbrough, Commissioner David Moore, Commissioner Chris Brewer, Commissioner Sergio De Los Santos and Commissioner Michael Driskill

**C. PUBLIC HEARING**

**C.1** [16 SU-018](#)

**Conduct a Public Hearing and consider a request from Z. Makahni to amend an existing Specific Use Permit (SUP), Ordinance 3326 to allow an extended stay hotel located at 12101 Luna and take appropriate action.**

Mr. Gillies gave a brief overview of the revisions to the Specific Use Permit (Ordinance 3326) approved by the City Council on June 16, 2015. The Ordinance rezoned the property from PD-88, with the subdistrict "Commerce" to the subdistrict "Urban Center" to allow multi-family residential and to grant a SUP for a hotel use. The southern portion of the property had a proposed five-story, full service hotel with a restaurant. The applicant is now proposing a four-story, extended-stay hotel without a restaurant. The proposed uses for the northern portion of the property are not subject to this request and are still being developed as a five-story retail development with multi-family use, although the number of multi-family units is requested to be increased and the associated parking is also proposed to be increased.

Amy Hsu, representing Mr. Makhani on behalf of Song Law Firm, approached the podium. She explained the change from the Best Western Elite to the TownePlace Suites by Marriott was in the best interest of everyone. Marriott is considered to be at the higher end of the hotel spectrum and lenders are more interested in the brand, making it a more promising investment. Services will be oriented towards business visitors offering meeting space and executive suites. The HVS study illustrates the breakfast and dining areas, lobby, typical suites and the functionality of the spaces. The building is geared towards a more modern and sleek appearance incorporating elements and characteristics that make it a Marriott location.

Commissioner Blackson inquired of the nightly rates in comparison to the Best Western Elite.

The General Contractor representing the applicant, Irving, TX, explained the changes would deliver a better product and the rates would be greater than the Best Western rates.

Commissioner Blackson pointed out the lower rates of a location in Las Colinas.

The General Contractor explained age of the building and renovation are factors in determining rates.

Commissioner Plunk requested clarification on the usage of the executive suites.

Ms. Hsu provided an example of the IT professional or a team of IT professionals having to stay in order to perform a software install, integration, or update for a client.

Commissioner Plunk pointed out that the decreased conference room space allotted contradicts the orientation of services.

Ms. Hsu explained the building is going from 4 story to a 5 story building but, is offering more rooms to attract business professional teams.

Commissioner Plunk asked about entertainment uses since, the restaurant would no longer be part of the hotel for the expected guests.

Mr. Makhani explained nearby restaurants were available to meet that demand. There are 2-3 restaurants anticipated along with a bank anticipated for the northern building.

Vice Chair O'Quinn expressed concern with the design features and a possible disconnect with the apartments to the north. He also inquired about the construction timeline of the hotel.

Mr. Makhani explained Marriott has certain requirements that need to be followed for the building features. The anticipated construction timeline of the

hotel is 6-7 months.

Mahbub Dewan, architect for the project, approached the podium and overviewed the history of the developed project to its current proposal. He identified some of the Marriott requirements for the building along with city requirements and how the project has come in compliance with the PD requirements.

Ms. Hsu assured the commissioners there is flexibility with the color scheme, if needed to match the apartments to the north.

Vice Chair O'Quinn inquired about the structured parking and possible market data pointing to the best type of service from full service to an extended stay.

Mr. Makhani explained the structured parking is a Marriott requirement.

Ms. Hsu clarified that the change was not a lender requirement. However, lenders were more excited about the Marriott than the Best Western.

The General Contractor emphasized the hotel service is oriented towards upper management professionals. Also, Marriott tends to perform well even when the market goes down.

Commissioner Blackson asked if there is an alternative option under the Marriott to provide a full service hotel considering this is a prime location.

Commissioner Brewer also asked why the applicant did not select the Courtyard brand.

Mr. Makahni explained that there are three nearby restaurants it is not reasonable to compete with them. He also mentioned hotels are placed strategically to cover or service surrounding areas without an overlap. The Courtyard does not offer a restaurant and it would not be the best location since there would be an overlap with Addison. He made the point that this is the right location for Marriott and its loyal clients.

Vice Chair O'Quinn expressed concern on the effect of the single family and multi-family residential area proposed to the north of the site.

Commissioner Brewer pointed out the lack of upkeep to the Las Colinas hotel.

Mr. Makahni commented the lifetime of a hotel tends to be 20 years depending upon maintenance and renovations. Currently, he has a 20 year franchise license.

Commissioner Blackson stated he is not opposed to the amendments. He wants to make sure he clearly understands what is being presented and promised compared to what was previously approved.

Mr. Gillies suggested to the commissioners how to proceed with the wording of limited stay over extended stay service. Defining extended stay with the larger size suite including sitting area, kitchen, and sleeping area encouraging a longer stay. He also suggested continuing the public hearing to the next meeting as an option. In the next meeting a clear definition can be presented. Mr. Gillies clarified, city administration emphasized the extended stay to highlight it is a limited service hotel.

Chairperson Hardie inquired about the exterior masonry finish.

Mr. Makhani confirmed the brick and stone finish is to be compatible with the TownePlace Suite product.

Commissioner Plunk asked about the amenities included in the kitchen.

Ms. Hsu confirmed there are appliances and a kitchen style sink.

**A motion was made by Commissioner Blackson, seconded by Commissioner Brewer, that this Specific Use Permit be continued to the next meeting January 9, 2017. The motion carried by the following vote:**

**Nay:** 2 - Vice Chair Jason O'Quinn and Commissioner Michael Driskill

**Aye:** 7 - Commissioner Cory Plunk, Commissioner Bronson Blackson, Chair Hardie, Commissioner Tim Yarbrough, Commissioner David Moore, Commissioner Chris Brewer and Commissioner Sergio De Los Santos

## C.2 [16 ZA-09](#)

### **Conduct a Public Hearing and consider a request from the City of Farmers Branch to amend and replace in its entirety the Comprehensive Zoning Ordinance.**

Alexis Jackson, Planning Manager, approached the podium and briefly presented the changes to current Comprehensive Zoning Ordinance (CZO). The CZO was originally adopted in 1969 and overtime numerous amendments have been made to this document. It is a 47-year-old product with outdated uses and language, lacking definitions and organization. The new CZO reflects appropriate land uses and regulations to create a more modern and user-friendly land use control document. Large, extensive changes to the document were not made. The changes were mainly in the formatting, consistency, clarification and modernizing it to respond to today's business environment. The existing document contains 29 articles, the proposed CZO organizes all elements into 7 articles.

Minor changes to zoning districts and schedule of uses include brewery, community garden, live/work units, tobacco sales, retail, pharmacy, and accessory structures. Article 6 changes were only to the procedures for Specific Use Permits (SUP). Approved SUPs will expire within 6 months if not utilized within that time period. Article 7 contains definitions carefully researched and worked on with the legal team. No opposition was received for the presented CZO.

Commissioner Blackson inquired about the developed definitions relative to

other cities.

Mrs. Jackson explained the new CZO was developed in a 3-4 year process and was compared to a number of other cities. The best elements found were taken and aligned to standards of the City of Farmers Branch.

Mr. Gillies also explained with the new CZO the City remains restrictive than other cities by requiring SUPs. This allows the City to look at prospective businesses on a case by case.

Commissioner Moore stated that the previous agenda item, SUP for 12101 Luna, as an example of an expired SUP under the new CZO.

Mrs. Jackson confirmed.

Chairperson Hardie commented this is a public hearing and asked the audience if there were any questions or comments.

John Royer, a representative from 3 Nations Brewery located at 2405 Squire Suite 200, approached the podium. 3 Nations Brewery has been in the city since May of 2015 and is open to comply with city requirements. Mr. Royer asked the commissioners if they had any questions.

Chairperson Hardie and Vice Chair O'Quinn expressed appreciation to 3 Nations Brewery for their presence in the city.

Chairperson Hardie asked if there any other questions or comments. There being none, she asked for a motion.

**A motion was made by Vice Chair O'Quinn, seconded by Commissioner De Los Santos, that this Zoning Amendment be recommended for approval. The motion carried by the following vote:**

**Aye:** 9 - Commissioner Cory Plunk, Commissioner Bronson Blackson, Vice Chair Jason O'Quinn, Chair Hardie, Commissioner Tim Yarbrough, Commissioner David Moore, Commissioner Chris Brewer, Commissioner Sergio De Los Santos and Commissioner Michael Driskill

**D. ADJOURNMENT**

**A motion was made by Commissioner Driskill, seconded by Commissioner Yarbrough, that the meeting was adjourned. The motion carried by the following vote:**

**Aye:** 9 - Commissioner Cory Plunk, Commissioner Bronson Blackson, Vice Chair Jason O'Quinn, Chair Hardie, Commissioner Tim Yarbrough, Commissioner David Moore, Commissioner Chris Brewer, Commissioner Sergio De Los Santos and Commissioner Michael Driskill

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**Certification**

I certify that the above notice of this meeting was posted on the bulletin board at City Hall on

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City Administration