



# 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 11, 2017

7:00 PM

City Hall

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

**Excused** 1 - Commissioner Tim Yarbrough

**Present** 10 - Commissioner David Moore, Commissioner Chris Brewer, Commissioner Michael Driskill, Commissioner Jared Sullivan, Chairman Jason O'Quinn, Commissioner Linda Bertl, Commissioner Giovanni Zavala, Vice Chair Sergio De Los Santos, Andreea D. Udrea Planning Manager, and Brian Campbell Planning Technician

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

**Excused** 1 - Commissioner Tim Yarbrough

**Present** 10 - Commissioner David Moore, Commissioner Chris Brewer, Commissioner Michael Driskill, Commissioner Jared Sullivan, Chairman Jason O'Quinn, Commissioner Linda Bertl, Commissioner Giovanni Zavala, Vice Chair Sergio De Los Santos, Andreea D. Udrea Planning Manager, and Brian Campbell Planning Technician

A.1 [TMP-2501](#) Discuss Regular Agenda items.

A.2 [TMP-2521](#) Discuss future Study Session items.

#### B. REGULAR AGENDA ITEMS

- B.1**     [TMP-2502](#)     Consider approval of the Attendance Matrix for the Planning and Zoning Commission as presented; and take appropriate action.

**A motion was made by Commissioner Moore, seconded by Commissioner Brewer, that the Attendance Matrix be approved. The motion carried by unanimously.**

**Excused:** 1 - Commissioner Yarbrough

**Aye:** 8 - Commissioner Moore, Commissioner Brewer, Commissioner Driskill, Commissioner Sullivan, Chairman O'Quinn, Commissioner Bertl, Commissioner Zavala and Vice Chair De Los Santos

- B.2**     [TMP-2503](#)     Consider approval of the November 27, 2017 Planning and Zoning Commission Minutes; and take appropriate action.

**A motion was made by Vice Chair De Los Santos, seconded by Commissioner Sullivan, that the Minutes be approved. The motion carried unanimously.**

**Excused:** 1 - Commissioner Yarbrough

**Aye:** 8 - Commissioner Moore, Commissioner Brewer, Commissioner Driskill, Commissioner Sullivan, Chairman O'Quinn, Commissioner Bertl, Commissioner Zavala and Vice Chair De Los Santos

- B.3**     [17-PL-06](#)     Consider a request from Vintage Place Farmers Branch, LLC for final plat approval of Vintage Place; and take appropriate action.

The applicant, Vintage Place, Farmers Branch LLC, is the sole owner of a 1.668-acre tract of land composed of 5 lots located in Planned Development District No. 86 (PD-86), also known as the Station Area Code. Together, these lots form the northern portion of the block between Bee, Vintage, and Goodland Streets. The proposed Vintage Place is a 41 unit townhome development consisting of five (5) buildings. All townhomes will be sold individually and are anticipated to be owner-occupied. This final plat is consistent with the Vintage Place Detailed Site Plan that was approved by City Council on August 2, 2016 per Resolution No. 2016-066. The plat is consistent with the Texas Local Government Code and the City of Farmers Branch's requirements for final plat approval. Staff recommends approval of this plat as presented.

Mrs. Andreea Udrea, Planning Manager, approached the podium to give a brief presentation of the applicant's final plat. Mrs. Udrea presented an aerial of the site, the plat, the detailed site plan, elevations, and the landscaping plan. Mrs. Udrea first gave some specifications on the townhomes. Mrs. Udrea explained that all townhomes would be: three (3)-bedroom units, three (3) stories in height, and 1,600 square feet in average unit size. Mrs. Udrea next explained that all facades would be at least 75 percent masonry with brick and stucco being the primary materials. Mrs. Udrea went on to explain that almost nine (9) percent of the site would be landscape open space. Mrs. Udrea then went on to explain that the purpose of the plat was to create the lots for the individual townhomes as well as the 0.125-acre common lot to the rear of the site. Mrs. Udrea pointed out the Vintage Place Circle internal street and the right-of-way dedications along Bee, Vintage, and Goodland Streets. Mrs. Udrea informed the Commission that the applicant was present to answer any questions.

Chairman O'Quinn opened the floor for questions from the Commissioners.

Vice Chair De Los Santos asked for a clarification on the Special Exceptions mentioned on the approved Detailed Site Plan. Mrs. Udrea explained that the Special Exceptions approved with the Detailed Site Plan in August 2016 were triggered by the specific needs of this proposal and the requirements of PD-86 for street widths. These Special Exceptions are not part of the Final Plat.

Hearing no more questions, Chairman O' Quinn asked for a motion. Chairman O'Quinn thanked the applicant for being present.

**A motion was made by Commissioner Brewer, seconded by Commissioner Driskill, that this Plat be recommended for approval. The motion carried unanimously.**

**Excused:** 1 - Commissioner Yarbrough

**Aye:** 8 - Commissioner Moore, Commissioner Brewer, Commissioner Driskill, Commissioner Sullivan, Chairman O'Quinn, Commissioner Bertl, Commissioner Zavala and Vice Chair De Los Santos

## **C. ADJOURNMENT**

**This meeting was adjourned at 7:10 PM.**

Farmers Branch City Hall is wheelchair accessible. Access to the building and special parking are available at the main entrance facing William Dodson Parkway. Persons with disabilities planing to attend this meeting who are deaf, hearing impaired or who may need auxiliary aids such as sign interpreters or large print, are requested to contact the City Secretary at (972) 919-2503 at least 72 hours prior to the meeting.

## **Certification**

I certify that the above notice of this meeting was posted 72 hours prior to the scheduled meeting time, in accordance with the Open Meetings Act, on the bulletin board at City Hall.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
City Administration

Stamp:

Posted By: \_\_\_\_\_

Posted Date: \_\_\_\_\_