



# 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, March 25, 2019

7:00 PM

City Hall

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#### Study Session Meeting – 6:30 PM

**Present 11** - Chairman David Moore, Commissioner Tim Yarbrough, Commissioner Michael Driskill, Commissioner Linda Bertl, Commissioner Jared Sullivan, Commissioner Giovanni Zavala, Vice Chairman Sergio De Los Santos, Tina M. Firgens AICP Director of Planning, Jenifer Paz AICP Senior Planner, Brian Campbell Planning Technician, and John Land Deputy City Manager

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

##### **A.1 [TMP-3030](#) Discuss Regular Agenda items.**

Chairman Moore called the Study Session to order at 6:30 PM.

Chairman Moore thanked the Commissioners for their service.

Chairman Moore opened discussion on Study Session Agenda item A.1 Discuss Regular Agenda items. Chairman Moore asked for any questions or comments regarding the Regular Agenda and Public Hearing agenda items.

Regarding Regular Agenda item B.3:

- Commissioners Yarbrough and Bertl discussed why the applicant's proposal required a Detailed Site Plan amendment.
- Commissioner Bertl requested clarification on what constituted a sign cabinet, and discussed if sign amendments resulting from new building tenants were required to come before the Planning and Zoning Commission.

Regarding Public Hearing item C.1:

- Ms. Tina Firgens, Director of Planning, explained the approval process for this case, including the applicant's requested special exceptions. She also stated if the Planning and Zoning Commission approves the special exceptions, then staff can administratively approve the site plan.
- Vice Chairman De Los Santos and Commissioner Bertl discussed the existing

conditions of the subject property.

- Commissioner Zavala expressed concerns regarding developing land within the Interstate 35 (IH-35) corridor prior to the proposed vision study for this corridor, and discussed challenges regarding development within this area of the corridor.
- Commissioners Zavala and Sullivan discussed the approval process regarding this case and the applicant's requested special exceptions.
- Vice Chairman De Los Santos commented that he liked the applicant's proposed site plan.
- Commissioner Bertl discussed the veterinary clinic and other businesses to the south of the subject property.
- Commissioner Sullivan asked about the applicant's proposed use and potential building tenants.

Regarding Public Hearing item C.2:

- Chairman Moore pointed out that the applicant's proposed structure had already been constructed.
- Commissioner Bertl discussed the setback requirements regarding the accessory structure.
- Vice Chairman De Los Santos asked if the applicant's accessory structure had already been constructed.
- Commissioner Zavala asked about the accessory structure's foundation, and asked if the applicant obtained building permits prior to the structure being built.
- Chairman Moore and Commissioner Sullivan discussed the approval procedural process including issuance of permits related to the applicant's accessory structure.
- Vice Chairman De Los Santos asked if the fence was on the property line.

Regarding Public Hearing item C.3:

- Commissioner Yarbrough commented that the single-family home had already been demolished, and asked if any of the residential districts within the City permitted a bathroom in an accessory structure by right.
- Vice Chairman De Los Santos discussed the proposed accessory structure, including equipment storage and the second floor of the structure.

Hearing no further questions or comments, Chairman Moore closed discussion on this agenda item.

**A.2     [19-157](#)**

**Receive a report regarding zoning and development cases acted upon by City Council.**

Due to time constraints, this item was not addressed during the Study Session.

**A.3**     [TMP-3031](#)

**Discuss agenda items for future Planning and Zoning Commission consideration.**

Chairman Moore opened discussion on Study Session Agenda item A.3 Discuss agenda items for future Planning and Zoning Commission consideration.

No items were requested by the Commissioners.

Hearing no further questions or comments, Chairman Moore closed discussion on this agenda item and adjourned the Study Session at 6:58 PM.

Staff and the Commissioners reconvened in the Council Chambers for the Regular Meeting at 7:04 PM.

**B.     REGULAR AGENDA ITEMS**

**B.1**     [TMP-3032](#)

**Consider approval of the Attendance Matrix for the Planning and Zoning Commission as presented; and take appropriate action.**

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

**Aye: 7** - Chairman Moore, Commissioner Yarbrough, Commissioner Driskill, Commissioner Bertl, Commissioner Sullivan, Commissioner Zavala and Vice Chairman De Los Santos

**B.2**     [TMP-3033](#)

**Consider approval of the March 11, 2019 Planning and Zoning Commission Minutes; and take appropriate action.**

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

**Aye: 7** - Chairman Moore, Commissioner Yarbrough, Commissioner Driskill, Commissioner Bertl, Commissioner Sullivan, Commissioner Zavala and Vice Chairman De Los Santos

**B.3**     [18-SP-33](#)

**Consider the request for a Detailed Site Plan for an existing mixed-use development on a 7.37-acre tract located at 13465 Inwood Road; and take appropriate action.**

Due to technical issues, this item was addressed after Public Hearing items C.1, C.2, and C.3.

The applicant, Earl Raymond with DeNyse Sign Co., is proposing an amendment to the approved Detailed Site Plan as it relates to signage for a mixed-use development. The Detailed Site Plan for this development was originally approved in 2006 with Resolution No. 2006-001. The subject site is zoned Planned Development District No. 87 (PD-87), which requires signs to be approved with the Detailed Site Plan. With this

proposed Detailed Site Plan amendment, the applicant is requesting new wall signs and proposing modifications to existing signs. Staff recommends approval of this Detailed Site Plan as presented.

Ms. Jenifer Paz, Senior Planner, gave a brief presentation regarding the applicant's proposal.

Chairman Moore asked for any questions.

Hearing none, Chairman Moore invited the applicant to approach the podium, and Mr. Earl Raymond, 4521 Industrial Access Road, Douglasville, Georgia approached the podium.

Commissioner Bertl asked about the owner's reasoning for the requested changes in signage.

Hearing no further questions or comments, Chairman Moore asked for a motion.

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

**Aye: 7** - Chairman Moore, Commissioner Yarbrough, Commissioner Driskill, Commissioner Bertl, Commissioner Sullivan, Commissioner Zavala and Vice Chairman De Los Santos

Chairman Moore asked when this case would go before City Council, and Ms. Paz said it would be April 16, 2019.

## **C. PUBLIC HEARING**

- C.1     [17-SP-08](#)     Conduct a public hearing and consider the request for a Detailed Site Plan for an office/retail building on approximately 0.5 acres located at 14020 N. Stemmons Freeway, including Special Exceptions; and take appropriate action.**

The applicant, Texas Investment Holding, LLC, is requesting approval of a Detailed Site Plan in order to develop the property as an approximate 6,310 square foot office/retail building including related site improvements. The request includes a special exception to landscaping requirements as provided for in Planned Development No. 70 Freeway Sub-district (PD-70-OFB-FW) zoning district. PD-70 authorizes the Planning and Zoning Commission to consider and approve special exception requests. Staff recommends approval of this Detailed Site Plan as presented.

Ms. Tina Firgens, Director of Planning, gave a brief presentation regarding the applicant's proposal.

Chairman Moore asked about the future cross access easement opportunity regarding the subject property identified by the cross-hatching on the site plan, and also discussed fire lanes.

Chairman Moore asked for any additional questions.

Hearing none, Chairman Moore invited the applicant to approach the podium, and Mr. Houshang Jahvani, 2121 North Josey Lane, Carrollton, Texas, approached the podium.

Commissioner Zavala asked about potential tenants for the proposed retail and office building.

Hearing no further questions or comments for the applicant, Chairman Moore opened the public hearing. No one came forward to address this agenda item. Chairman Moore closed the public hearing and asked for a motion.

**A motion was made by Commissioner Yarbrough, seconded by Commissioner Driskill, that this Detailed Site Plan, including the requested Special Exceptions, be approved. The motion carried unanimously.**

**Aye: 7** - Chairman Moore, Commissioner Yarbrough, Commissioner Driskill, Commissioner Bertl, Commissioner Sullivan, Commissioner Zavala and Vice Chairman De Los Santos

Chairman Moore asked when this case would go before City Council, and Ms. Firgens explained that this case would not go before City Council because the Planning and Zoning Commission had final approval authority regarding the requested special exceptions.

**C.2**      [18-SU-18](#)

**Conduct a public hearing and consider a Specific Use Permit request for an approximately 480 square foot accessory building located at 13215 Woodhaven Drive; and take appropriate action.**

The property owners, Dan and Jill Locklear, are requesting approval of a Specific Use Permit for an approximately 480-square foot patio cover located at 13215 Woodhaven Drive. The subject site is located within the One Family Residence District-2 (R-2). The Comprehensive Zoning Ordinance allows an accessory building with no full walls, covering a lot area greater than 200 square feet, with approval of a Specific Use Permit. Staff recommends approval of this Specific Use Permit request as presented.

Ms. Jenifer Paz, Senior Planner, gave a brief presentation regarding the applicant's proposal.

Chairman Moore asked if the existing 96 square foot structure on the site plan had been removed, and Ms. Paz said she was not sure.

Chairman Moore asked for any questions.

Hearing none, Chairman Moore invited the applicant to approach the podium, and Mr. Dan Locklear, 13125 Woodhaven Drive, Farmers Branch, Texas, approached the podium.

Chairman Moore asked the applicant if the existing 96 square foot structure had been removed, and Mr. Locklear said not yet.

Hearing none no further questions or comments from the Commissioners, Chairman Moore opened the public hearing. No one came forward to address this agenda item. Chairman Moore closed the public hearing and asked for a motion.

**A motion was made by Vice Chairman De Los Santos, seconded by Commissioner Yarbrough, that this Specific Use Permit request be recommended for approval. The motion carried unanimously.**

**Aye: 7** - Chairman Moore, Commissioner Yarbrough, Commissioner Driskill, Commissioner Bertl, Commissioner Sullivan, Commissioner Zavala and Vice Chairman De Los Santos

Chairman Moore asked when this case would go before City Council, and Ms. Paz said it would be April 16, 2019.

**C.3**      [19-SU-01](#)

**Conduct a public hearing and consider a Specific Use Permit request for a bathroom on a 0.387-acre lot located at 13561 Braemar Drive; and take appropriate action.**

The applicant, Thomas Cusick, is requesting approval of a Specific Use Permit for a bathroom within an approximately 862-square foot accessory building (i.e. detached garage) on approximately 0.387-acre lot located at 13561 Braemar Drive. The subject site is located within the One Family Residence District-2 (R-2) zoning district, which allows for the detached garage but requires a Specific Use Permit for the bathroom.

Ms. Jenifer Paz gave a brief presentation regarding the applicant's proposal.

Chairman Moore asked for any questions.

Commissioner Bertl asked if the proposed detached garage would serve as an extra space for vehicle parking in addition to the attached two (2)-vehicle garage, and Ms. Paz said yes.

Hearing no further questions for staff, Chairman Moore invited the applicant to approach the podium, and Mr. Thomas Cusick, 13901 Midway Road, Farmers Branch, Texas, approached the podium.

Commissioner Yarbrough asked if the proposed detached garage would serve as a fourth (4<sup>th</sup>) car garage in addition to the attached three (3) car garage, and discussed the applicant's reasoning behind this design.

Commissioner Yarbrough asked the applicant if this was a speculative home, and Mr. Cusick said no.

Hearing no further questions or comments for the applicant, Chairman Moore opened the public hearing. No one came forward to address this agenda item. Chairman Moore closed the public hearing.

Commissioner Yarbrough asked about the zoning process for converting the proposed detached garage into an accessory dwelling unit.

Hearing no further questions or comments, Chairman Moore asked for a motion.

**A motion was made by Commissioner Sullivan, seconded by Commissioner Zavala, that this Specific Use Permit request be recommended for approval. The motion carried unanimously.**

**Aye: 7** - Chairman Moore, Commissioner Yarbrough, Commissioner Driskill,

Commissioner Bertl, Commissioner Sullivan, Commissioner Zavala and Vice Chairman De Los Santos

Chairman Moore asked when this case would go before City Council, and Ms. Paz said it would be April 16, 2019.

#### **D. ADJOURNMENT**

Being no further business, Chairman Moore adjourned the meeting at 7:49 PM.

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Chairman

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City Administration