



City of Farmers Branch

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

Meeting Minutes

Planning and Zoning Commission

Monday, April 22, 2019

7:00 PM

City Hall

Study Session Meeting – 6:30 PM in the HUB Training Room

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 Lead Planner, Brian Campbell Planning Technician, and Sherry Sefko Planning Consultant

A. STUDY SESSION

A.1 [19-183](#) 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 Bertl and Yarbrough discussed parking requirements regarding the applicant's proposed development.
- Commissioner Driskill asked if the applicant had considered incorporating permeable pavers into the proposed development. Mr. Aaron Hunsaker, the applicant, 5225 Village Creek Drive, Plano, Texas, addressed Commissioner Driskill's question.

Regarding Public Hearing item C.1:

- Commissioner Driskill asked about ingress and egress regarding the subject property. Mr. Andrew Meletta, the architect, 6745 Davidson Street, The Colony, Texas, addressed Commissioner Driskill's question.

- Commissioner Bertl asked about the following: daytime and after-school care operations; if this was the applicant's first facility in the City; and if the school would be certified. Ms. Jovan Wells, the applicant, 528 Tuscan Drive, Irving, Texas, addressed Commissioner Bertl's questions.
- Commissioner Yarbrough asked who is the owner of the school. Mr. Byron Wells, the applicant, 528 Tuscan Drive, Irving, Texas, addressed Commissioner Yarbrough's question.
- Referring to the notification map included in the agenda packet, Chairman Moore and Commissioner Zavala discussed the properties indicated as lot number five and lot number seventeen, including: whether these properties were part of a home-owners association (HOA); if lot number five could be re-platted to be incorporated into the subject property; and if the applicant's proposed school would need to be part of the HOA.

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

A.2 [19-184](#)

Discuss agenda items for future Planning and Zoning Commission consideration.

Chairman Moore opened discussion on Study Session Agenda item A.2 Discuss agenda items for future Planning and Zoning Commission consideration.

Vice Chairman De Los Santos and Commissioners Yarbrough and Sullivan discussed engineered foundation requirements for single-family homes within the City, and Ms. Firgens said staff could discuss the matter with Mr. Hugh Pender, Director of Community Services, and provide the Commission with follow-up information.

Commissioner Zavala asked about the City's next Economic Development update.

Hearing no further questions or comments, Chairman Moore closed discussion on this agenda item and adjourned the Study Session at 6:49 PM.

Staff and the Commissioners reconvened in the Council Chambers for the Regular Meeting at 7:01 PM.

B. REGULAR AGENDA ITEMS

B.1 [19-185](#)

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 Zavala, 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 [19-186](#)

Consider approval of the April 8, 2019 Planning and Zoning

Commission Minutes; and take appropriate action.

A motion was made by Commissioner Bertl, seconded by Commissioner Driskill, 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 [19-SP-02](#)

Consider the request for a Detailed Site Plan for a parking lot expansion for an existing office building on a 13.6-acre lot located at 1801 Valley View Lane; and take appropriate action.

The applicant, BHCP Farmers Branch LP, is requesting approval of a Detailed Site Plan for a parking lot expansion (56 additional spaces) to serve the existing office building on the property located at 1801 Valley View Lane, generally at the northeast corner of Valley View Lane and Keenan Bridge Road. The subject site is approximately 13.6 acres and is located in Planned Development District No. 77 (PD-77), which allows for the existing office building use, and also for the parking expansion for that building. No special exceptions to the development standards in PD-77 are being requested. Staff recommends approval of this Detailed Site Plan as presented.

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

Chairman Moore asked for any questions.

Commissioner Bertl asked whether the outdoor seating area was covered.

Vice Chairman De Los Santos asked if the parking within the hatched area of the site plan and adjacent to the outdoor seating area was handicapped, and asked about handicap accessibility for both the building and outdoor seating area. Ms. Tina Firgens, Director of Planning, clarified that the handicap parking spaces are already existing near the building and handicap accessibility for this property had been reviewed previously, thus not part of staff's review.

Hearing no more questions for staff, Chairman Moore invited the applicant to approach the podium, and Mr. Aaron Hunsaker, 5225 Village Creek Drive, Plano, Texas approached the podium.

Mr. Hunsaker addressed Vice Chairman De Los Santos' question about parking, and said that the hatched area on the site plan indicated that no parking was allowed within these areas.

Vice Chairman De Los Santos commented that the outdoor seating area should be handicap accessible from the building.

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

A motion was made by Vice Chairman De Los Santos, seconded by Commissioner Yarbrough, 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 be heard by City Council and Ms. Paz stated it would be May 21, 2019.

C. PUBLIC HEARING

C.1 [19-SP-04](#) Conduct a public hearing and consider the request for a Detailed Site Plan for a retail service use (child care facility) on a 1.702-acre tract located at 1400 Valley View Lane; and take appropriate action.

The applicant, Byron Wells, is requesting approval of a Detailed Site Plan for a one (1)-story child care facility on the property located at 1400 Valley View Lane. The subject site is approximately 1.702 acres and is located in Planned Development District No. 99 (PD-99), which allows for the proposed use. The request also includes four Special Exceptions to the development standards in PD-99. Staff recommends approval of this Detailed Site Plan, including the requested Special Exceptions, as presented.

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

Chairman Moore discussed the following: the location of the two (2) parking spaces designated for buses; building setback and street frontage requirements of Planned Development District No. 99 (PD-99) and how these requirements related to the applicant's proposal; whether it was the intention of PD-99 to require a building on the subject property to front Perrin Lane and the back of the building to face Valley View Lane; and the potential building orientation on the adjacent property.

Commissioner Yarbrough discussed the following: if staff had discussed with the applicant the possibility of rotating the orientation of the building; if lot number 32 indicated on the detailed site plan was intended to be a residential lot; and the location of the dumpster.

Commissioner Zavala asked if staff had received any feedback from Public Works regarding possible traffic congestion along Valley View Lane during times when students would either be dropped off at or picked up from the school.

Vice Chairman De Los Santos discussed the following: whether there would be additional interior lighting to compensate for the amount of natural lighting that would be lost due to the reduced fenestration for the building; and whether the kitchen would be used for cooking.

Hearing no further questions for staff, Chairman Moore invited the applicant to approach the podium, and Ms. Jovan Wells and Mr. Byron Wells, 528 Tuscan Drive, Irving, Texas approached the podium to give a brief presentation regarding the proposed development. Addressing Vice Chairman De Los Santos' question regarding the kitchen, Ms. Wells said that the kitchen would be used for food preparation and that the meals would be delivered to the school. Vice Chairman De Los Santos commented that should the applicant decide to use the kitchen for cooking, a grease trap would be required.

Mr. Andrew Meletta, 6745 Davidson Street, The Colony, Texas, approached the podium to address the following: the subject property; site design; the special exceptions; and the interior layout of the school.

Vice Chairman De Los Santos asked about the ceiling height of the school, and the height of the windows.

Commissioner Sullivan asked why there were no partitions between the toilets in the restrooms.

Commissioners Sullivan and Zavala discussed ingress and egress associated with the subject property and how drop off at and pick up operations would be addressed at the school. Mr. Kiew Kam of Triangle Engineers, 6404 Pavilion Court, Plano, Texas, addressed this inquiry.

Commissioner Zavala discussed the following: the intended age group for the SPARK HUB; the intended brick color for the school; access into the building and classrooms; if the doors would remain locked from the outside at all times; and the construction timeline pending approval of this request. Commissioner Zavala commended the applicant for their proposal.

Commissioner Yarbrough thanked the applicant for their proposal, and discussed the following: the intended age range for the both the school and after school program; accommodations for special needs students; bus ownership; required licensure for both the facility and individual teachers; and student to teacher ratios for classrooms.

Commissioner Driskill commented that he liked the applicant's proposal, and inquired regarding the number of full-time and part-time teachers and employees.

Commissioner Bertl asked about the proposed garden.

Vice Chairman De Los Santos asked about the intended age range for the infant classrooms, and asked if it was necessary to have toilets adjacent to these classrooms.

Hearing 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 Commissioner Driskill, seconded by Commissioner Yarbrough, that this Detailed Site Plan, including the requested Special Exceptions, 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 be heard by City Council and Ms. Paz stated it would be May 21, 2019.

D. ADJOURNMENT

Being no further business, Chairman Moore adjourned the meeting at 8:04 PM.

Chairman

City Administration