



City of Farmers Branch

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

Meeting Minutes Planning and Zoning Commission

Monday, September 23, 2019

7:00 PM

City Hall

Study Session Meeting – 6:00 PM

Present 13 - Commissioner Tim Yarbrough, Commissioner Michael Driskill, Commissioner Linda Bertl, Commissioner Giovanni Zavala, Commissioner Jarrod Williams, Alternate Commissioner Bonnie Potraza, Alternate Commissioner Barrett Cole, Vice Chairman Sergio De Los Santos, Tina Firgens AICP Director of Planning, Jenifer Paz AICP Lead Planner, Surupa Sen AICP Senior Planner, Brian Campbell Planning Technician, and Allison Cook Economic Development Director

Absent 1 - Chairman David Moore

A. STUDY SESSION

A.1 [19-450](#) Discuss Regular Agenda items.

Vice Chairman De Los Santos called the Study Session to order at 6:00 PM.

Vice Chairman De Los Santos thanked the Commissioners for their service.

Vice Chairman De Los Santos introduced Ms. Barrett Cole and informed the Commission that she would become Alternate Commissioner No. 2 with Mr. Jarrod Williams becoming a regular Commissioner and Ms. Bonnie Portraza becoming Alternate Commissioner No. 1.

Vice Chairman De Los Santos opened discussion on Study Session Agenda item A.1 Discuss Regular Agenda items.

Vice Chairman De Los Santos asked for any questions regarding Regular Agenda items.

Hearing no questions or comments from the Commissioners, Vice Chairman De Los Santos closed discussion on this agenda item.

A.2 [19-462](#) Receive an update regarding economic development.

Vice Chairman De Los Santos opened discussion on Study Session Agenda item A.2 Receive an update regarding economic development.

Ms. Allison Cook, Economic Development Director, presented a video regarding the City's economic development for the second quarter of 2019 and gave a presentation related to major development.

Comments and questions regarding Ms. Cook's presentation were as follows:

- Commissioner Bertl asked about the tenant for the office and warehouse development located at 13330 Senlac Drive.
- Commissioner Zavala asked about the site layout for the warehouse development located at 2261 Morgan Parkway.
- Commissioners Bertl, Driskill, Zavala and Williams discussed the Shops at Mustang Station development, including: whether or not all buildings within this development were leased out; what was meant by a "daily use need" business related to potential tenants; if the potential coffee and wine restaurant tenant would be separate from the potential burger restaurant tenant; the number of previous locations for both the potential coffee and wine restaurant tenant and potential burger restaurant tenant; if there any plans for the existing Victoria's restaurant located on Bee Street; if the City granted liquor licenses to restaurants proposing to serve alcohol; and if there were other locations within the City that served alcohol.
- Commissioners Bertl, Zavala, Driskill and Williams discussed the Neighborhood Renaissance and Demolition-Rebuild programs, including: if the 57 lots noted in Ms. Cook's presentation had been purchased by the City; the locations, approximate sizes, and price per square foot for these lots; how the City decided which lots to purchase for the Neighborhood Renaissance program; the differences between these two programs; the maximum amount spent by the City for the purchase of a lot and whether the amount spent was a matter of public record; whether lots purchased by the City were sold at a discount to developers; the amount spent by the City to demolish a single-family residence; and whether the majority of lots purchased by the City were sold to developers.
- Commissioner Williams asked about the Commercial Façade Grant program.
- Commissioner Zavala asked if the City had discussed with the Texas Department of Transportation (TxDOT) any future plans for the site located at Webb Chapel Road and Josey Lane.
- Commissioner Driskill asked if there are any plans for the vacant lot adjacent to the Manske Library.

Hearing no further questions or comments, Vice Chairman De Los Santos closed discussion on this agenda item.

A.3 [19-464](#)

Discuss future Planning and Zoning Commission retreat.

Vice Chairman De Los Santos opened discussion on Study Session Agenda item A.3 Discuss future Planning and Zoning Commission retreat.

Ms. Tina Firgens, Director of Planning, stated that the Commission requested this item be brought back to determine if there was interest in holding the retreat on a weekday. Ms. Firgens said staff's review of the calendar and prior feedback from the

Commissioners resulted in the four potential dates identified in the staff report. Ms. Firgens requested the Commission to give consensus on one of these dates for the retreat.

There was much discussion amongst the Commissioners related to which date to hold the retreat.

Alternate Commissioner Cole asked if the retreat would be held during daytime hours.

There was consensus amongst the Commissioners that the retreat be held on October 29, 2019.

Hearing no further questions or comments, Vice Chairman De Los Santos closed discussion on this agenda item.

A.4 [19-463](#)

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

Vice Chairman De Los Santos opened discussion on Study Session Agenda item A.4 Receive a report regarding zoning and development cases acted upon by City Council.

Ms. Firgens stated that this report was updated through September 17, 2019 and reviewed the cases included in the report.

Regarding case 19-SU-05 for 2425 Valley View Lane, Commissioner Yarbrough asked if City Council's approval included the conditions recommended by the Commission.

Commissioner Bertl asked if case 18-SU-16 for the Home2Suites hotel development had been heard by City Council.

Hearing no further questions or comments, Vice Chairman De Los Santos closed discussion on this agenda item.

A.5 [19-466](#)

Receive an update regarding multi-family development activity.

Vice Chairman De Los Santos opened discussion on Study Session Agenda item A.5 Receive an update regarding multi-family development activity.

Ms. Firgens gave a presentation related to multi-family development within the City.

Questions and comments from the Commissioners regarding Ms. Firgens' presentation were as follows:

- Commissioner Bertl asked if it was ideal having 62 percent of the City's housing stock come from multi-family developments.
- Commissioner Yarbrough asked if multi-family housing units could be both purchased or rented.

Due to time constraints, the remainder of this agenda item was discussed after the Study Session was reopened, following the conclusion of the Regular Meeting.

Vice Chairman De Los Santos adjourned the Study Session at 7:00 PM and called the Regular Meeting to order.

A.6 [19-451](#) Discuss agenda items for future Planning and Zoning Commission consideration.

Due to time constraints, this agenda item was addressed after the Study Session was reopened, following the conclusion of the Regular Meeting.

B. CITIZEN COMMENTS

Vice Chairman De Los Santos asked if anyone would like to address the Commission on an item not posted on the agenda.

Hearing no questions or comments, Vice Chairman De Los Santos closed this agenda item.

C. REGULAR AGENDA ITEMS

C.1 [19-468](#) 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 - Commissioner Yarbrough, Commissioner Driskill, Commissioner Bertl, Commissioner Zavala, Commissioner Williams, Alternate Commissioner Potraza, and Vice Chairman De Los Santos

Absent: 1 – Chairman Moore

C.2 [19-469](#) Consider approval of the September 9, 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 - Commissioner Yarbrough, Commissioner Driskill, Commissioner Bertl, Commissioner Zavala, Commissioner Williams, Alternate Commissioner Potraza, and Vice Chairman De Los Santos

Absent: 1 – Chairman Moore

Vice Chairman De Los Santos adjourned the Regular Meeting at 7:03 PM and reopened the Study Session to address the following agenda items:

A.5 [19-466](#) Receive an update regarding multi-family development activity.

Ms. Firgens continued her presentation related to multi-family development within the City.

Questions and comments from the Commissioners were as follows:

- Commissioner Yarbrough asked about the percentage of multi-family

developments versus that of single-family residential developments for the west side of the City, and commented that he believed it was ideal to have multi-family developments adjacent to the major thoroughfares and single-family developments concentrated within the central area of the City.

- Commissioner Bertl commented on the importance of open space and walkability related to multi-family developments.
- Commissioner Driskill commented on the importance of density needed to support retail and restaurant uses.
- Commissioner Bertl asked about the following: the number of multi-family units leased out on the east side of the City; multi-family unit lease rates related to current economic conditions; and single-family residential home sales.
- Commissioner Zavala commented on the following: that he believed the City should work to set aside a reserve of money for improving multi-family developments in the future when the developments have aged and may need upgrading and/or repairs; the importance of considering what the City's multi-family developments would look like in the future from an aesthetics perspective; and the importance of the City providing affordable housing.
- Commissioner Bertl asked if House Bill No. 2439 affected staff's ability to request particular building materials from developers related to multi-family developments.

Hearing no further questions or comments, Vice Chairman De Los Santos closed discussion on this agenda item.

A.6 [19-451](#) Discuss agenda items for future Planning and Zoning Commission consideration.

Vice Chairman De Los Santos opened discussion on Study Session Agenda item A.6 Discuss agenda items for future Planning and Zoning Commission consideration.

Commissioners Zavala and Yarbrough discussed the future expansion of the I-35 highway, including: the importance of aesthetics of the highway infrastructure and connectivity with Interstate 635 (I-635); and taking into consideration the potential benefits of connecting the west side of Valley View Lane with the Station Area. Ms. Figgins said staff would bring this topic back for discussion at a future Study Session.

Commissioner Bertl asked if the City could require consistent staining for fencing. Ms. Figgins said staff would follow up with Hugh Pender, Director of Community Services and bring this information back to the Commission. Commissioner Driskill commented that he believed in some cases, fence staining was a matter of affordability for residents.

No other items were requested by the Commissioners.

Hearing no further questions or comments, Vice Chairman De Los Santos adjourned the Study Session at 7:46 PM and reopened the Regular Meeting to address the following agenda item due to a citizen requesting to address the Commission:

B. CITIZEN COMMENTS

Ms. Firgens stated that Vice Chairman De Los Santos was reopening the Regular Meeting to provide an opportunity for citizens present to address the Commission on items not posted on the agenda, and reminded the Commission that they were limited with respect to any discussion.

Mr. Roger Tichy, 11701 Mira Lago Boulevard, Farmers Branch, Texas, discussed residential and hotel developments on the Mira Lago peninsula tract, stating concerns related to current traffic congestion and circulation within this area of the City and the potential impact of future developments related to traffic. Mr. Tichy said he hoped the City had plans related to emergency response for the Mira Lago peninsula also due to the traffic.

Ms. Firgens stated staff would follow up with Mr. Tichy regarding his concerns.

D. ADJOURNMENT

Being no further business, Vice Chairman De Los Santos adjourned the meeting at 7:53 PM.

Chairman

City Administration