



City of Farmers Branch

Meeting Minutes

Planning and Zoning Commission

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

Monday, September 13, 2021

7:00 PM

City Hall

This meeting was open to the public and/or viewable via Zoom Videoconference during the Regular Meeting only.

Present 12 - Chairman David Moore, Vice-Chairman Giovanni Zavala, Commissioner Linda Bertl, Commissioner Bonnie Potraza, Commissioner Andy Jones, Commissioner Pat Byrne, Commissioner Amber Raley, Alternate Commissioner Roger Neal, Alternate Commissioner Marcus Miller, Deputy Director of Planning AICP Surupa Sen, Interim Director of Planning Michael Spicer, Economic Development and Planning Director Allison Cook, Planning Technician Brian Campbell and Deputy City Manager John Land

A. STUDY SESSION

Chairman Moore opened the Study Session at 6:30 PM.

Chairman Moore thanked the Commissioners for their service.

A.1 [21-429](#) Discuss Regular Agenda items.

Chairman Moore asked for any questions regarding the Regular Agenda and Public Hearing items.

Regarding Regular Agenda item B.2, Alternate Commissioner Miller asked why the minutes did not include staff responses to the Commissioners' questions. Staff stated they were reviewing the current minutes format for potential revisions to address this concern.

Regarding Public Hearing item D.1:

- Chairman Moore asked whether the Specific Use Permit (SUP) ordinance could include an expiration date. Staff stated yes, but only for the outside storage.
- Chairman Moore and Commissioner Byrne asked about the applicant's existing outdoor storage and whether the existing storage would be prohibited should the SUP request be denied. Staff stated that the existing outdoor storage was considered legal nonconforming and would be permitted to continue even if the SUP request was denied.
- Commissioner Bertl asked about the reasoning behind the Commission not recommending approval on the SUP request. Staff stated that the request would help bring the property into compliance with current zoning

requirements and improve the aesthetics of the property, in addition to alleviating truck parking along Simonton Road.

- Alternate Commissioner Miller asked, pending approval of the request, whether truck parking within the eastern parking lot would be alleviated, and staff said yes.

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

A.2 [21-430](#)

Discuss agenda items for future Planning and Zoning Commission consideration.

Chairman Moore requested staff bring back the list of items previously requested by the Commissioners. Ms. Sen stated staff would bring back this list for the Commissioner's review in addition to the Commission's annual work plan.

Commissioner Bertl asked if a driving tour for the Commission had been scheduled, and staff said no.

No other items were requested by the Commissioners.

Hearing no further questions or comments from the Commissioners, Chairman Moore closed discussion on this agenda item and adjourned the Study Session at 6:52 PM. Staff and the Commissioners reconvened in the Council Chambers for the Regular Meeting at 7:00 PM.

B. CITIZEN COMMENTS

Chairman Moore asked if anyone would like to address the Commission on an item not posted on the agenda.

No one came forward to address the Commission and Chairman Moore closed the agenda item.

C. REGULAR AGENDA ITEMS

C.1 [21-346](#)

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

A motion was made by Commissioner Jones, seconded by Commissioner Bertl, that the Attendance Matrix be approved. The motion carried unanimously.

Aye: 7 – Chairman Moore, Vice-Chairman Zavala, Commissioner Bertl, Commissioner Potraza, Commissioner Jones, Commissioner Byrne and Commissioner Raley

C.2 [21-266](#)

Consider approval of the August 23, 2021 Planning and Zoning Commission Minutes; and take appropriate action.

A motion was made by Commissioner Potraza, seconded by Commissioner Bertl, that the Minutes be approved. The motion carried by the following vote.

Aye: 7 – Chairman Moore, Vice-Chairman Zavala, Commissioner Bertl, Commissioner Potraza, Commissioner Jones, Commissioner Byrne and Commissioner Raley

D. PUBLIC HEARING

- D.1 [21--SU-07](#) Conduct a public hearing and consider the request for a Specific Use Permit and associated Detailed Site Plan for open storage on an approximate 10.66-acre property located at 4721 Simonton Road; and take appropriate action.**

Ms. Sen gave a presentation related to SUP request.

Applicant, Mr. David Hartman, Sysco Freshpoint, was available to address the Commission's questions.

Commissioner Bertl asked whether the applicant's vehicle fleet included 18-wheelers, and staff said no. Commissioner Bertl asked about business operations, and Mr. Hartman stated this business involved processing, delivery and retail sales of fresh produce.

Alternate Commissioner Miller asked, pending approval of the SUP request, would truck parking within the eastern parking lot be alleviated, and Mr. Hartman said yes.

Hearing no further discussion 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 Bertl, seconded by Commissioner Byrne, that this Specific Use Permit be recommended for approval. The motion carried unanimously.

Aye: 7 – Chairman Moore, Vice-Chairman Zavala, Commissioner Bertl, Commissioner Potraza, Commissioner Jones, Commissioner Byrne, and Commissioner Raley

Chairman Moore asked when this case would be heard by City Council and Ms. Sen said it would be October 26, 2021.

E. ADJOURNMENT

Being no further business, Chairman Moore adjourned the meeting at 7:16 PM.

Chairman

City Administration