City of Farmers Branch

Meeting Minutes
Planning and Zoning Commission

Monday, January 27, 2020  7:00 PM  City Hall

Study Session Meeting – 6:00 PM

Present 12  -  Chairman David Moore, Commissioner Tim Yarbrough, Commissioner Linda Bertl, Commissioner Michael Driskill, Commissioner Giovanni Zavala, Alternate Commissioner Bonnie Pottaza, Alternate Commissioner Barrett Cole, Vice Chairman Sergio De Los Santos, Tina Furgens AICP Director of Planning, Jenifer Paz AICP Lead Planner, Surupa Sen AICP Senior Planner, and Brian Campbell Planning Technician

Absent 1 -  Commissioner Jarrod Williams

A. STUDY SESSION

A.1  20-46  

Discuss Regular Agenda items.

Chairman Moore called the Study Session to order at 6:06 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 regarding Regular Agenda and Public Hearing items.

Regarding Public Hearing item D.1:

- Commissioner Zavala asked for clarification on the Specific Use Permit request and if this request was related to the same site as the open space project the Commission considered last year.

- Commissioner Yarbrough asked if the sales and consumption of alcoholic beverages would be limited to employees of the office buildings.

Regarding Public Hearing item D.2:

- Commissioner Bertl asked if the business owner was a chiropractor.
• Commissioners Zavala and Yarbrough discussed the definition of a massage business as provided for in the Comprehensive Zoning Ordinance and how it relates to business operations of a chiropractor's office.

• Commissioner Zavala asked if the applicant would be required to include a breakroom.

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

A.2 20-74

Discuss and provide direction regarding draft amendments to the Comprehensive Zoning Ordinance related to tree preservation and landscape requirements for One-Family and Two-Family Residence Districts.

Chairman Moore opened discussion on Study Session Agenda item A.2 Discuss and provide direction regarding draft amendments to the Comprehensive Zoning Ordinance related to tree preservation and landscape requirements for One-Family and Two-Family Residence Districts.

Ms. Jenifer Paz, Lead Planner, gave a presentation related to the proposed amendments, including: a review of previous discussions regarding the proposed amendments; the originally proposed requirements for the One-Family and Two-Family Residence Districts; an alternative proposal for the One-Family and Two-Family Residence Districts requirements; a cost-analysis related to construction and landscaping for single-family homes participating in the Demolition/Rebuild program for the years 2016 through 2018, and revisions to the proposed tree preservation requirements. Ms. Paz requested direction from the Commission regarding the proposed amendments.

Questions and comments from the Commissioners were as follows:

• Regarding the alternative option, Commissioner Berts asked if all landscaping materials were required to be living plants, and if a definition for landscaping should be included within the proposed ordinance.

• Commissioners Berts, Yarbrough, Zavala and Potraza discussed the cost analysis, including: the materials included in the landscape improvement costs; if the construction and landscaping costs were comparable to homes on the west side of the City and those homes participating in the Demolition/Rebuild program; current requirements regarding irrigation; whether any areas of the City had specific landscaping requirements; how many of the 26 homes used in the analysis were located in areas of the City without specific landscaping requirements; and if any of the 26 homes used in the analysis did not provide landscaping.

• Commissioner Yarbrough asked about enforcement related to the proposed requirements for One-Family and Two-Family Residence Districts.

• Commissioner Berts asked about tree replacement related to the single-family homes.

• Alternate Commissioner Potraza asked about enforcement of the proposed
requirements related to new single-family home construction versus that of existing single-family homes.

- Vice Chairman De Los Santos asked if the proposed requirements would be applicable to the remodeling of an existing single-family home.

- Vice Chairman De Los Santos and Commissioners Berti, Yarbrough, and Zavala discussed the proposed tree preservation requirements, including: mitigation requirements for removal of trees located in the required front yard; the removal of trees in poor health; removing trees that potentially impede a new single-family home construction footprint; caliper requirements related to the replacement of trees; if trees not within the required front yard of the home were required to be replaced; and how these requirements would be enforced.

Direction received from the Commissioners regarding the proposed amendments was as follows:

- Chairman Moore stated he was in favor of the alternative proposed landscape option (option 2), and said he believed this option would help bring consistency as it relates to landscaping requirements throughout the City even though the landscaping may be slightly more costly.

- Commissioner Driskill stated he was in favor of the alternative proposed landscape option (option 2).

- Vice Chairman De Los Santos stated that he was in favor of the alternative proposed landscape option (option 2), and commented on the importance of homeowners providing landscaping when construction costs prove feasible to do so.

- Commissioner Zavala stated that he was in favor of the alternative proposed landscape option (option 2).

- Alternate Commissioner Potraza stated she was in favor of the alternative proposed landscape option (option 2), and expressed concerns regarding enforcement of the proposed requirements compared to existing single-family homes.

- Commissioner Yarbrough stated he was in favor of no landscaping requirements (option 3), stating: he believed there were no issues with the City’s current landscaping requirements; the proposed amendments would slow down the construction timeline for single-family homes; he had concerns regarding potential differences with interpretation of the proposed requirements by staff over time; the proposed amendments to be overreaching on the part of the City; and that the proposed requirements would potentially limit individual creativity related to single-family home construction.

- Alternate Commissioner Cole stated she was in favor of the alternative proposed landscape option (option 2).

- Commissioner Berti stated she was in favor of the alternative proposed landscape option (option 2), and stated the importance of requiring landscaping for single-family residences and installing plant species native to the state of Texas.
Hearing no further questions or comments from the Commissioners, Chairman Moore closed discussion on this agenda item.

A.3 20-73 Discuss and provide direction regarding potential amendments to the Comprehensive Zoning Ordinance related to uses and development Standards requiring approval of a Specific Use Permit.

Chairman Moore stated due to time constraints, this item would be addressed at the February 10, 2020 Study Session of the Planning and Zoning Commission.


Chairman Moore opened discussion on Study Session agenda item A.4 Receive an update regarding the Planning and Zoning Commission bi-annual update presentation to City Council on January 21, 2020.

Chairman Moore briefed the Commissioners on the discussion that occurred with City Council, including permeable pavement options for both residential and commercial developments due to drainage issues occurring within the City.

Ms. Tina Firgens, Director of Planning, said City Council also discussed improvements for the Interstate Highway 35E (IH-35E) corridor related to landscaping, hike and bike trail connections, public art and infrastructure. Ms. Firgens stated Mayor Robert Dye would be appointing a task force related to improvements within the IH-35E corridor.

Ms. Firgens said City Council also discussed both the IH-35E corridor vision study and financial incentives for the relocation of businesses that would be impacted by the IH-35E expansion.

Commissioner Zavala asked if City Council was aware of the Texas Department of Transportation’s (TxDOT) role related to financial incentives for property owners and businesses that would be impacted by the IH-35 expansion.

Chairman Moore and Ms. Firgens discussed TxDOT’s role regarding landscaping improvements within the corridor, and Ms. Firgens stated that the City would be responsible for paying for these improvements.

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

A.5 20-47 Discuss agenda items for future Planning and Zoning Commission consideration.

Chairman Moore opened discussion on Study Session agenda item A.5 Discuss agenda items for future Planning and Zoning Commission consideration.

No items were requested by the Commissioners.

Hearing no questions or comments from the Commissioners, Chairman Moore closed discussion on this agenda item and adjourned the Study Session at 6:59 PM. Staff and the Commissioners reconvened in Council Chambers for the Regular Meeting at 7:06 PM.

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

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

C. REGULAR AGENDA ITEMS

C.1 20-48 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 Bertl, Commissioner Driskill, Commissioner Zavala, Alternate Commissioner Potraza, and Vice Chairman De Los Santos

Absent: 1 – Commissioner Williams

C.2 20-12 Consider approval of the January 13, 2020 Planning and Zoning Commission Minutes; and take appropriate action.

A motion was made by Commissioner Zavala, seconded by Commissioner Driskill, that the Minutes be approved. The motion carried unanimously.

Aye: 7 – Chairman Moore, Commissioner Yarbrough, Commissioner Bertl, Commissioner Driskill, Commissioner Zavala, Alternate Commissioner Potraza, and Vice Chairman De Los Santos

Absent: 1 – Commissioner Williams

C.3 20-PL-02 Consider a request from DMC Apartments, LP and T Sorrento, Inc. for final plat approval of the Dominion Addition, Lots 1 & 2, Block A, located on the south side of Interstate Highway 635 and on the west side of Mira Lago Boulevard; and take appropriate action.

DMC Apartments, LP and T Sorrento, Inc. are the sole owners of one tract of land totaling 10.5 acres located on the south side of Interstate Highway 635 (IH-635) and on the west side of Mira Lago Boulevard. The purpose of the Dominion Addition, Lots 1 & 2, Block A final plat is to subdivide the subject property into two lots and dedicate easements necessary for the development of the lots. This plat is consistent with the approved detailed site plan approved by City Council with Resolution No. 2015-005 on January 20, 2015. The final plat of Dominion Addition, Lots 1 & 2, Block A is consistent with the Texas Local Government Code and the City's plating requirements for final plat approval. Staff recommends approval of this final plat as presented.

Ms. Jenifer Paz, Lead Planner, gave a brief presentation regarding the proposed plat.

Chairman Moore asked for any questions.

Hearing none, Chairman Moore asked for a motion.
A motion was made by Vice Chairman De Los Santos, seconded by Commissioner Yarbrough, that this Final Plat be approved. The motion carried unanimously.

Aye: 7 – Chairman Moore, Commissioner Yarbrough, Commissioner Bertl, Commissioner Driskill, Commissioner Zavala, Alternate Commissioner Potraza, and Vice Chairman De Los Santos

Absent: 1 – Commissioner Williams

D. PUBLIC HEARING

D.1 19-SU-10

Conduct a public hearing and consider the request for a Specific Use Permit to allow for on-site sale/consumption of alcoholic beverages, within a qualifying restaurant for an approximate 6.85-acre property located at 14221 Dallas Parkway; and take appropriate action.

The multi-story office complex and associated parking garage known as International Plaza, is located at the northwest corner of Dallas Parkway and International Parkway. The applicant, University Food Services Inc. on behalf of the property owner, has applied for a Specific Use Permit to allow on-premise consumption of alcoholic beverages within the existing restaurant/cafeteria on level one of the office building located parallel to Dallas Parkway. The detailed site plan for this office complex was approved in 2000. The subject property is located in Planned Development District No. 53 (PD-53), which allows for on-premise consumption of alcoholic beverages within a qualifying restaurant subject to approval of an SUP. Staff recommends approval of this Specific Use Permit request as presented.

Ms. Surupa Sen, Senior Planner, gave a brief presentation regarding the Specific Use Permit request.

Chairman Moore asked for any questions.

Commissioner Bertl asked about the following: the number of employees for the three office buildings; the location of the restaurants; and if the restaurant located in building three was for employees only. Ms. Reagan Ozaeta of the Compass Group, representing the applicant, 14221 Dallas Parkway, Farmers Branch, Texas addressed Commissioner Bertl’s questions.

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 Yarbrough, seconded by Commissioner Driskill, that this Specific Use Permit be recommended for approval. The motion carried unanimously.

Aye: 7 – Chairman Moore, Commissioner Yarbrough, Commissioner Bertl, Commissioner Driskill, Commissioner Zavala, Alternate Commissioner Potraza, and Vice Chairman De Los Santos

Absent: 1 – Commissioner Williams

Chairman Moore asked when this case would be heard by City Council. Ms. Sen said it
would be February 18, 2020.

D.2  **19-SU-11**

**Conduct a public hearing and consider the request for a Specific Use Permit for a massage studio on an approximate 3.45-acre property located at 13150 Senlac Drive, Suite 160; and take appropriate action.**

The subject property is located at the southeast corner of Valley View Lane and Senlac Drive and consists of a 19,725 square foot multi-tenant retail building and associated parking. The building is partially leased with restaurants, retail, and beauty shop uses. The applicant, Kim Minsuk with Komerica Building Maintenance Inc., is requesting approval of a Specific Use Permit for a massage studio (chiropractor) to be located within Suite 160 which is currently vacant. Suite 160 consists of approximately 1,656 square feet. The subject property is located in Planned Development District No. 77 (PD-77), which allows for a massage studio, subject to approval of an SUP. The Comprehensive Zoning Ordinance (CZO) defines massage studio to include chiropractor clinics as well. As a result, this SUP application is being requested in order to operate a chiropractor clinic named Rise Family Chiropractic. Staff recommends approval of this Specific Use Permit request as presented.

Ms. Surupa Sen, Senior Planner, gave a brief presentation regarding the Specific Use Permit request.

Chairman Moore asked for any questions.

Vice Chairman De Los Santos asked about the following: the difference between the adjustment and rehabilitation rooms as shown on the floor plan; if the rehabilitation rooms would include equipment related to the treatment exercises; if hand washing sinks would be installed in the individual rooms; the number of employees for the clinic; and if the applicant had considered including an additional restroom. Mr. Richard Bui and Ms. Shasity Isabel Torres, representing the applicant, 13150 Senlac Drive, Farmers Branch, Texas addressed Vice Chairman De Los Santos’ questions.

Commissioner Bertl suggested that the applicant should include a breakroom.

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 Bertl, seconded by Vice Chairman De Los Santos, that this Specific Use Permit be recommended for approval. The motion carried unanimously.**

_Aye: 7 – Chairman Moore, Commissioner Yarbrough, Commissioner Bertl, Commissioner Driskill, Commissioner Zavala, Alternate Commissioner Potraza, and Vice Chairman De Los Santos_

_Absent: 1 – Commissioner Williams_

Chairman Moore asked when this case would be heard by City Council. Ms. Sen said it would be February 18, 2020.

**E. ADJOURNMENT**

Being no further business, Chairman Moore adjourned the meeting at 7:29 PM.
Chairman

City Administration