City of Farmers Branch

Meeting Minutes
Planning and Zoning Commission

Monday, March 16, 2020
7:00 PM
City Hall

Study Session Meeting – 5:00 PM

Present 13 - Chairman David Moore, Commissioner Linda Berti, Commissioner Giovanni Zavala, Commissioner Bonnie Potraza (remotely), Alternate Commissioner Barrett Cole, Vice Chairman Sergio De Los Santos, Tina Fregens AICP Director of Planning, Jenifer Paz AICP Lead Planner, Surupa Sen Senior Planner, Brian Campbell Planning Technician, Shane Davis Director of Sustainability and Public Health, Tom Bryson Communications Director, and John Land Deputy City Manager

Absent 2 - Commissioner Tim Yarbrough and Commissioner Jarrod Williams

A. STUDY SESSION

A.1 20-146 Discuss Regular Agenda items.

Chairman Moore called the Study Session to order at 5:00 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 or Public Hearing items.

Regarding Regular Agenda item C.3:

- Chairman Moore asked Ms. Surupa Sen, Senior Planner, if she could explain the purpose of the proposed plat.

Regarding Public Hearing Item D.1:

- Ms. Jenifer Paz, Lead Planner, stated that this item was continued from the February 24, 2020 meeting. Ms. Paz stated her presentation would include both an overview of the proposed zoning amendment and the requested information related to parking.
• Ms. Tina Firgens, Director of Planning, stated that the public hearing regarding this case was closed, but that the Commission had the option to receive comments from the citizens.

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

A.2 20-168

Discuss the Station Area Master Plan vision and walkability objectives.

Chairman Moore opened discussion on Study Session Agenda item A.2 Discuss the Station Area Master Plan vision and walkability objectives.

Ms. Tina Firgens, Director of Planning, gave a presentation related to the Station Area Master Plan and the City’s vision for an urban village for the area, including: an overview of the Station Area vision; an overview of the current Station Area code; how the code achieves the vision for an urban village; an overview of the Request for Qualifications (RFQ) and Request for Proposals (RFP) related to City-owned property within the Station Area; and direction from City Council regarding future development within the Station Area, and reaffirmation of the vision as of February 2020.

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

• Commissioner Zavala discussed the following related to the current Request for Qualifications (RFQ) and Request for Proposals (RFP) for properties within the Station Area: if the proposals have to follow the development code requirements or will there be potential flexibility; he believes that developers should be given flexibility related to the development of properties and the importance of creating a dense urban environment for the Station Area; he is in favor of minimum density requirements; does the City own the property located at the southwest corner of Denton Drive and Valley View Lane, and whether the City has had discussions with the property owner about acquiring this property.

• Chairman Moore, Vice Chairman De Los Santos and Commissioners Bertl and Cole discussed the RFP and RFQ for the Station Area, including: why was this process initiated; sought clarification regarding the affected properties; whether the City would only be selecting one development partner; if the proposals received would be reviewed in conjunction with the Interstate 35 (I-35E) corridor vision study; and the response due date for the RFP.

Mr. Shane Davis, Director of Sustainability and Public Health, gave a presentation related to key factors and necessary required elements that influence walkable communities and methods for achieving walkability within the Station Area, including: distinguishing between walkable and walkability related to urban form within the City; what makes an area walkable; the concept of fine grained and continuous pedestrian circulation; the importance of orienting buildings towards streets and public spaces; the importance of organizing uses to support public activity; the benefits of placing parking behind or below buildings related to walkability; the benefits of addressing the human scale with buildings and landscape details; the importance of building complete streets; the benefits of on-street parking; and the importance of sidewalks and sidewalk zones.

Questions and comments from the Commissioners regarding Mr. Davis’ presentation were as follows:

• Vice Chairman De Los Santos asked what would be required to achieve
walkability for the city and noted that the sidewalks along Josey Lane and IH-35E are narrow.

- Commissioner Bertl discussed the following: the process for redevelopment of properties within the Station Area related to walkability for this area; and whether the City had control over property leases.

Chairman Moore reopened discussion on Study Session agenda item A.1 Discuss Regular Agenda items to address Public Hearing item D.1.

Regarding Public Hearing D.1:

- Chairman Moore asked Ms. Jenifer Paz, Lead Planner, for an overview regarding the proposed zoning amendment.
- Commissioner Zavala asked for clarification regarding the requested information related to parking, and why that information was being provided by staff.
- Alternate Commissioner Cole commented that concerns related to parking were raised during the public hearing for this zoning case on February 24, 2020.
- Vice Chairman De Los Santos and Commissioner Zavala commented that the Station Area code had established parking requirements and that the proposed zoning amendment would not affect these codes.
- Commissioner Potraza stated the following: she supported continuance of the discussion on this agenda item due to the importance of addressing concerns raised by the citizens; she believed she did not have enough information at the February 24, 2020 meeting to render a decision and take action regarding the proposed zoning amendment; and she believed the additional information presented by staff allows her to support the proposed zoning amendment as initially presented.

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

A.3 20-179

Discuss the IH-35E Corridor Vision Study including review of analysis and research conducted for the corridor.

Ms. Figrans stated that this agenda item was being postponed until to a future Planning and Zoning Commission Study Session meeting date, and that staff was working to potentially bring this item back for the March 30, 2020 meeting.

Chairman Moore asked Ms. Figrans if the open house event related to the IH-35E corridor vision study was canceled, and Ms. Figrans said yes.

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

A.4 20-147

Discuss agenda items for future Planning and Zoning Commission consideration.

Chairman Moore opened discussion on Study Session agenda item A.4 Discuss
agenda items for future Planning and Zoning Commission consideration.

Commissioner Bertl asked about opportunities to educate the citizens related to development activity within the City, and the importance of helping the public understand the benefits of development activity.

Chairman Moore commented that as it relates to the IH-35E corridor vision study, it would be ideal to invite the public to the open house event since the Station Area is part of the corridor, and that this event would be an ideal forum for citizens to have their concerns addressed. He also cited similar studies such as the City’s comprehensive plans, and that he believed there to be a lack of citizen participation during the implementation phase of long-range planning efforts.

Commissioner Bertl commented that she believed public engagement to be challenging, but nonetheless important.

Ms. Figgins stated staff could bring forth future Study Session agenda items related to: how staff educates the public regarding development activity within the City, including identifying potential additional opportunities related to these efforts, and information related to the public engagement efforts for the IH-35E corridor vision study.

Hearing no further questions or comments from the Commissioners, Chairman Moore closed discussion on this agenda item and adjourned the Study Session at 6:34 PM. Staff and the Commissioners reconvened in 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.

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

C. REGULAR AGENDA ITEMS

C.1 20-120 Consider approval of the Attendance Matrix for the Planning and Zoning Commission as presented; and take appropriate action.

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

Aye: 6 – Chairman Moore, Commissioner Bertl, Commissioner Zavala, Commissioner Potrazza, Alternate Commissioner Cole and Vice Chairman De Los Santos

Absent: 2 – Commissioner Yarbrough and Commissioner Williams

C.2 20-149 Consider approval of the February 24, 2020 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: 6 – Chairman Moore, Commissioner Bertl, Commissioner Zavala, Commissioner Potraza, Alternate Commissioner Cole and Vice Chairman De Los Santos

Absent: 2 – Commissioner Yarbrough and Commissioner Williams

C.3 20-PL-05

Consider a request from RPGC Valwood, LLC for approval of the replat of Valwood Park, Farmers Branch Phase One Lots, 3R, 4, and 5, Block 3, located at the southwest corner of Diplomat Drive and Hutton Drive; and take appropriate action.

RPGC Valwood LLC is the sole owner of the subject lot totaling 3.90 acres located at the southwest corner of Diplomat Drive and Hutton Drive. The purpose of the replat of Valwood Park, Farmers Branch Phase One, Lots 3R, 4, and 5, Block 3, is to subdivide the subject property into three lots, dedicate Lot 5 to the City for adjacent City Lift Station 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. 2018-110 on November 6, 2018. The replat of Valwood Park, Farmers Branch Phase One, Lots 3R, 4, and 5, Block 3 is consistent with the Texas Local Government Code and the City’s platting requirements for final plat approval. Staff recommends approval of this replat as presented.

Ms. Surupa Sen, Senior Planner, gave a brief presentation regarding the proposed plat.

Chairman Moore asked for any questions.

Hearing no questions or comments from the Commissioners, Chairman Moore asked for a motion.

A motion was made by Vice Chairman De Los Santos, seconded by Alternate Commissioner Cole, that this Replat be approved. The motion carried unanimously.

Aye: 6 – Chairman Moore, Commissioner Bertl, Commissioner Zavala, Commissioner Potraza, Alternate Commissioner Cole and Vice Chairman De Los Santos

Absent: 2 – Commissioner Yarbrough and Commissioner Williams

D. PUBLIC HEARING

D.1 20-ZA-02

Conduct a public hearing and consider a request to amend Chapters I, III, and VII of Planned Development District No. 86 (PD-86) as it relates to establishing minimum density requirements and definitions for residential uses within the district, approximately 143.39 acres generally bounded by: Havenhurst Street on the north; Harry Hines Boulevard/IH35 frontage road on the west; Farmers Branch Lane on the south; Rawhide Creek, Valley View Lane, and the rear property line of the properties on Nestle Street on the east; and take appropriate action.

This zoning request is a city-initiated amendment to Planned Development District No. 86 (PD-86), also known as the Station Area Code. The purpose of this request is to establish minimum density standards for residential development, specifically for multifamily and single-family attached (townhome), within the district. In addition, amendments to Chapter VII of the Station Area Code are proposed in order to provide...
definitions for residential uses. While residential uses are allowed to be developed on properties throughout the district, the Station Area Code currently does not establish minimum density standards. To ensure that this zoning district achieves the goals and intent that was set forth in the master plan for this area, to create an urban core and maximize development opportunity, establishing minimum density requirements will assist with the success of the district. Additionally, the proposed density requirements are consistent with residential developments that the area is experiencing. Thus, the proposed amendments will continue this trend to future developments. Staff recommends approval of this zoning amendment as presented.

Ms. Jenifer Paz, Lead Planner, gave a presentation regarding the proposed zoning amendment.

Chairman Moore addressed the letter of opposition received by staff, and asked if any additional letters had been received. Ms. Paz said no.

Chairman Moore asked for any additional questions or comments.

Vice Chairman De Los Santos commented that he liked the presentation.

Commissioner Berti commented on the following: she liked the presentation; she believed the information addressed previous concerns related to parking raised by citizens; and that this information should be made available to the public. Commissioner Berti then asked if the public parking spaces identified in Ms. Paz’s presentation were advertised as such.

Commissioner Potraza commented on the following: she thanked staff for the presentation and supplemental information provided; she now felt comfortable approving the proposed zoning amendment; and she believed in creating an urban, pedestrian-oriented environment for the Station Area.

Hearing no further questions or comments from the Commissioners, Chairman Moore stated that the previous public hearing for this agenda item had been closed and could not be reopened, but that he invited anyone wishing to address this agenda item to come forward. No one came forward to address this agenda item.

Chairman Moore asked for a motion.

**A motion was made by Commissioner Berti, seconded by Commissioner Potraza, that this Zoning Amendment be recommended for approval. The motion carried unanimously.**

**Aye:** 6 – Chairman Moore, Commissioner Berti, Commissioner Zavala, Commissioner Potraza, Alternate Commissioner Cole and Vice Chairman De Los Santos

**Absent:** 2 – Commissioner Yarbrough and Commissioner Williams

Chairman Moore commented on the following: he thanked staff for their efforts related to procedures regarding COVID-19; he thanked Ms. Paz for the information related to parking included in her presentation regarding the proposed amendment to PD-86; and he thanked Mr. Tom Bryson, Communications Director, and his team for their work in providing the opportunity for Commissioner Potraza to participate in this meeting via video conferencing.
E. **ADJOURNMENT**

Being no further business, Chairman Moore adjourned the meeting at 7:41 PM.

\[Signature\]
Chairman

\[Signature\]
City Administration