

ARTICLE XII.
(O-1, O-2, O-3, O-4)
OFFICE DISTRICT REGULATIONS

SECTION A PURPOSE.

1. The (O-1, O-2, O-3, O-4) Office Districts are established to create restrictive districts for attractive, low to moderate density office and professional uses.
2. The uses allowed in these districts should not have an adverse effect on adjacent residential areas, and may be located close to all types of residential uses, with appropriate buffers and landscaping. Uses with excessive amounts of traffic, noise, or late night hours are not suitable for these districts.
3. Office buildings in excess of four stories, or high intensity office or commercial uses are not appropriate for location within an (O-1, O-2, O-3, O-4) Office District.

SECTION B. PRINCIPAL AND ACCESSORY USES.

No land shall be used and no structure shall be erected for, converted to, or used for any principal or accessory use other than such uses as are allowed in any (O) Office District, in accordance with Article V of this ordinance. (*Ord. No. 1705, 05/07/91*)

1. ABOVEGROUND STORAGE OF FLAMMABLE OR COMBUSTIBLE LIQUIDS:
(*Ord. No. 2338, 06/16/98*)
 - a. Outside aboveground storage of flammable or combustible liquids, quantities of less than 1,000 gallons or less, shall be allowed as an accessory use only on the premises of a governmental, communication, educational or utility service use which is permitted in these districts. The aboveground storage device, if visible from the street, shall be screened by evergreen shrubs, planted a maximum of five feet on center, minimum six feet in height at time of planting.
 - b. The following shall be allowed as an accessory use in the (O) Office District upon approval of a Special Use Permit in accordance with Article XXI of this ordinance:
 - i. Outside aboveground storage of flammable or combustible liquids, quantities between 1,001 gallons and 10,000 gallons shall be allowed as an accessory use only on the premises of a governmental, communication, educational or utility service use is permitted in these districts. The aboveground storage device, if visible from the street, shall be screened by evergreen shrubs, planted a maximum of five feet on center, minimum six feet in height at time of planting.
 - c. Outside aboveground storage of flammable or combustible liquids, quantities greater than 10,000 gallons, shall be permitted in accordance with Article V of this ordinance.

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SECTION C. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in any (O) Office District only in accordance with Articles V and XXI of this ordinance. (*Ord. No. 1705, 05/07/91*)

SECTION D. PROHIBITED USES.

The following uses shall be specifically prohibited in any (O) Office District:

1. Any structure erected or land used for other than one or more of the uses specifically permitted pursuant to this Article and Article V of this ordinance;
2. Any use of property that does not meet the required minimum lot size; front, side or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standard as herein required, except as provided by Article XXVIII of this ordinance;
3. The storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district. (*Ord. No. 1705, 05/07/91*)

SECTION E. SCREENING REQUIREMENTS.

1. SCREENING WALL:

Screening walls applicable to the separation of uses, screening of satellite television reception dishes, trash receptacles, and other items shall be provided in accordance with Article XXV of this ordinance.

SECTION F. SPECIAL HEIGHT REGULATIONS.

1. Flagpoles, cooling towers, roof gables, roof-mounted communication antennas and satellite television reception dishes, chimneys and vent stacks, elevator bulkheads, penthouses and mechanical equipment, and parapet walls may extend for an additional height not to exceed 15 feet from the maximum height limit of a structure to the highest point of any church steeple, dome, spire, flagpole, cooling tower, roof gable, roof-mounted communication antenna or satellite television reception dish, chimney, vent stack, elevator bulkhead, penthouse and mechanical equipment, or parapet wall.
2. The height of the church steeples, domes and spires may extend an additional height not to exceed twice the height of the main building and shall be set back from any adjacent residentially zoned property line at a minimum distance equal to the total height of the steeple, dome or spire. Church steeples, domes and spires shall be permitted to be placed on the main buildings. This provision for an additional height in excess of the maximum height requirements shall be permitted for maximum of one steeple, dome or spire per lot, tract or project.

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3. Municipal water towers and sports lighting facilities, utility poles, and utility towers shall be specifically exempted from the maximum height restrictions imposed by this Article. (*Ord. No. 2572, 11/07/00*)

SECTION G. SPECIAL YARD REGULATIONS.

1. SPECIAL FRONT YARD REGULATIONS:

- a. Every part of a required front yard shall be open and unobstructed to the sky from a point 30 inches above the general ground level of the graded lot to the sky. The requirements of this paragraph shall not apply, however, to living plant materials and landscaping, lighting fixtures, flagpoles, mailboxes, overhead service lines and poles for utilities, or fences, which shall be situated and constructed in accordance with the applicable codes of the City of Carrollton.
- b. The location, placement, and dimensions of any sign located within these Districts shall be in accordance with the applicable provisions of the Sign Ordinance. (*Ord. No. 1947, 10/19/93*)

2. SPECIAL FRONT, REAR, AND SIDE YARD REGULATIONS:

The ordinary extension of window sills, belt courses, cornices, roof overhangs, balconies, canopies, and other architectural features may extend an additional 10 feet into the required front yard, or an additional five feet into the required side or rear yard.

SECTION H. SIDEWALKS.

Sidewalks shall be provided in accordance with the Subdivision Ordinance, and shall be constructed in accordance with the standards prescribed by the City of Carrollton. (*Ord. No. 1947, 10/19/93*)

SECTION I. MISCELLANEOUS REQUIREMENTS.

1. ACTIVITIES WITHIN AN ENCLOSED BUILDING:

All business operations and activities within the (O-1, O-2, O-3, O-4) Office Districts shall be conducted completely within an enclosed building, and in no instance shall any outside activity, display, or storage be permitted in these districts, except for off-street parking or loading; drive-in window or drive-through window at a prescription pharmacy or dry cleaning pick-up station; or the temporary outside display and sales of Christmas trees.

2. UTILITIES:

All utilities located within 200 feet of the front property line, which will serve any lot or parcel within an (O-1, O-2, O-3, O-4) Office District, shall be installed underground, except for any transmission or feeder lines, either existing or proposed, located within an (O-1, O-2, O-3, O-4) Office

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District, provided that such transmission or feeder lines shall be located within a designated paved easement or alley way provided by the property owner.

Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground service.

3. SATELLITE TELEVISION RECEPTION DISHES:

Satellite television reception dishes located within an (O-1, O-2, O-3, O-4) Office District shall not be located in the front of the main structure or the front building line, and shall not be erected closer than three feet to any rear or side property line. Ground-mounted satellite television reception dishes shall be screened in accordance with Article XXV of this ordinance.

When the site upon which a ground-mounted satellite television reception dish is located adjacent to any residentially zoned property, the maximum overall height of the dish at any position, shall be as follows:

- a. Not to exceed 10 feet when located closer than 25 feet to any residentially zoned property;
- b. Not to exceed 17 feet in the (O-1) Office District when located in excess of 25 feet from any residentially zoned property;
- c. Not to exceed 20 feet in the (O-2, O-3, O-4) Office Districts when located between 25 feet and 65 feet from any residentially zoned property;
- d. Not to exceed 25 feet in the (O-2) Office District when located in excess of 65 feet from any residentially zoned property;
- e. Not to exceed 40 feet in the (O-3) Office District when located in excess of 65 feet from any residentially zoned property;
- f. Not to exceed 40 feet in the (O-4) Office District when located between 65 and 100 feet from any residentially zoned property;
- g. Not to exceed 50 feet in the (O-4) Office District when located in excess of 100 feet from any residentially zoned property.

No lettering, logo, or any form of advertising or other writing shall appear on the face or back of any reception dish, except the name of the manufacturer, distributor, or seller of such dish, provided such lettering does not exceed two inches in height.

4. LANDSCAPING:

Landscaping shall be provided on the premises of any property within the (O-1, O-2, O-3, O-4) Office Districts in accordance with Article XXV of this ordinance.

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5. ACCESSORY STRUCTURES:

(Ord. No. 3144, 06/05/07)

- a. No trailers, containers, shipping containers, commercial boxes, vehicles or similar structures shall be used as accessory buildings or structures.
- b. All accessory structures shall be considered as main structures and shall comply with all the building and zoning requirements for main structures in that district with the following exceptions:
 - i. Public schools: Public schools shall be permitted to use modular classrooms on-site as attendance requires.
 - ii. Churches: A maximum of one accessory building with a floor area in excess of 120 square feet shall be permitted per lot or adjoining lots under a single ownership for churches. (All additional accessory buildings shall be considered main structures.)
 - a) This structure shall not be located in front of the main structure, nor within the designated front yard of any lot or parcel.
 - b) here an accessory building or structure is located in the side yard of any lot or parcel, as such side yard is determined relative to the main structure, and where such side yard does not overlap or occur coincident with the designated rear yard, such accessory building or structure shall be screened from the view of any adjacent public street.
 - c) Accessory structures shall be prohibited in the side yard, as such side yard is determined relative to the main structure, where such accessory structure is located between the main structure and a public street.
 - d) Accessory buildings with a floor area greater than 120 square feet, but less than 240 square feet, shall have a metal or exterior grade wood siding unless the building is constructed in accordance with Section J, Height and Area Regulations, of this Article. Exterior construction materials for accessory buildings 240 square feet or greater shall be similar in type and in equivalent ratios of materials used on the exterior façade of the existing main structure on the lot.
 - e) Accessory buildings with a floor area in excess of 600 square feet or with a building height over 15 feet, with or without a utility meter separate from the main building, shall be permitted only upon approval of a Special Use Permit.

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SECTION J. HEIGHT AND AREA REGULATIONS.

	(O-1) DISTRICT	(O-2) DISTRICT	(O-3) DISTRICT	(O-4) DISTRICT
1. Minimum site area (Square feet)	10,000	10,000	30,000	40,000
2. Maximum height of structure	1 story, not to exceed 17'	2 stories, not to exceed 25'	3 stories, not to exceed 37'	4 stories, not to exceed 50'
3. Maximum floor area ratio (FAR) (Ratio of total building floor area to total site area)	0.25:1	0.8:1	1.2:1	1.6:1
4. Maximum building coverage (As a percentage of total lot area) (Percent of lot area which can be covered by building(s)) <i>(Ord. No. 1844, 11/03/92)</i>	25%	40%	40%	40%
5. Minimum brick or stone content, exterior (All main buildings shall have a percentage not less than specified herein of each exterior wall, excluding doors, windows, and window walls, constructed of brick or stone unless an alternate material is approved by the Planning & Zoning Commission. A denial of the request by the Planning & Zoning Commission may be appealed to the City Council if the appeal is filed with the Planning Department within ten (10) days of the action of the Planning & Zoning Commission.) <i>(Ord. No. 2099, 09/05/95); (Ord. No. 2572, 11/07/00)</i>	80%	80%	80%	80%
6. Maximum amount of impervious coverage (As a percentage of total lot area)	90%	90%	90%	90%
7. Minimum amount of landscaped area (As a percentage of total lot area)	(See Article XXV)			
8. Minimum lot frontage on a public street (Measured at the front building line) <i>(Ord. No. 1557, 07/11/89)</i>	60'	100'	150'	150'
9. Minimum lot depth (Length of side lot lines)	100'	100'	200'	200'
10. Minimum depth of front setback (Measured from front property line to any structure)				
a. Abutting a freeway, freeway frontage road, or arterial or collector thoroughfare (As identified on the Carrollton Transportation Plan)	50'	50'	50'	50'
b. All others	25'	25'	25'	25'

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	(O-1) DISTRICT	(O-2) DISTRICT	(O-3) DISTRICT	(O-4) DISTRICT
11. Minimum width of side setback (Distance between structure and any property line not deemed a front or rear yard)				
a. Abutting any (SF) single-family zoned property				
i. Without windows facing (SF) single-family zoned property or with windows occupying only the top 20% of any exterior wall, per floor area above the first floor, facing any (SF) single-family zoned property.				
a) One story structures, not to exceed 17' in height	10'	10'	10'	10'
b) Two story structures, not to exceed 25' in height	---	65'	65'	65'
c) Three story structures, not to exceed 37' in height	---	---	65'	65'
d) Four story structures, not to exceed 50' in height	---	---	---	100'
ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family property.				
a) One story structures, not to exceed 17' in height	25'	25'	25'	25'
b) Two story structures, not to exceed 25' in height	---	130'	130'	130'
c) Three story structures, not to exceed 37' in height	---	---	130'	130'
d) Four story structures, not to exceed 50' in height	---	---	---	200'
b. Abutting a freeway, freeway frontage road, or arterial thoroughfare (As identified on the Carrollton Transportation Plan)	25'	25'	25'	25'
c. Abutting a collector thoroughfare or any other type of street (<i>Ord. No. 3331, 10/06/09</i>)	15'	15'	20'	20'
d. All other side setbacks (<i>Ord. No. 3331, 10/06/09</i>)	15'	15'	15'	15'
(In the event that a fire lane is provided within a designated side yard, the applicable requirements of the Carrollton fire code shall apply)				

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	<u>(O-1) DISTRICT</u>	<u>(O-2) DISTRICT</u>	<u>(O-3) DISTRICT</u>	<u>(O-4) DISTRICT</u>
12. Minimum depth of rear setback (Measured from rear property line to any structure)				
a. Abutting any (SF) single-family zoned property				
i. Without windows facing (SF) single-family zoned property or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.				
a) One story structures, not to exceed 17' in height	25'	25'	25'	25'
b) Two story structures, not to exceed 25' in height	---	65'	65'	65'
	---	---	65'	65'
c) Three story structures, not to exceed 37' in height	---	---	---	100'
d) Four story structures, not to exceed 50' in height				
ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.	25'	25'	25'	25'
a) One story structures, not to exceed 17' in height	---	130'	130'	130'
b) Two story structures, not to exceed 25' in height	---	---	130'	130'
c) Three story structures, not to exceed 37' in height	---	---	---	200'
d) Four story structures, not to exceed 50' in height	10'	10'	10'	10'
b. Abutting property zoned other than (SF) single-family	50'	50'	50'	50'
c. Abutting a freeway, freeway frontage road, arterial or collector thoroughfare (As identified on the Carrollton Transportation Plan)				
d. Abutting any other type of street	15'	15'	20'	20'
(In the event that a fire lane is provided within a designated rear yard, the applicable requirements of the Carrollton fire code shall apply)				
13. Minimum distance between structures on the same lot or parcel	10'	10'	15'	15', plus ½ the building height over 37'
14. Minimum required off-street parking spaces	(Reference Article XXIV of this ordinance)			