



**Minutes
City of Carrollton
Planning & Zoning Commission
October 5, 2023**

Briefing Session and Meeting

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, October 5, 2023 at 6:30 p.m. in the Council Chambers at City Hall.

Commission Members Present:

Scott Windrow, Chair
Jim Doyle, Vice Chair
John Powell, 1st Vice Chair
Willadean Martin
Kathryn Taylor
Mar Yarbrough
Greg Kramer
Al Overholt

Commission Members Absent:

Kathleen Foster

Staff Members Present:

Loren Shapiro, Planning Manager
Michael McCauley, Senior Planner
Emily Offer, Planner
Herb Cavanaugh, Assistant Fire Chief
Albert Thomas, Asst. City Attorney
Ed Green, Plan Review Manager
John Romberger, Transportation
Lydia Tormos, Admin Support Specialist

Guests Present:

None

*(Note: * = designation of a motion)*

BRIEFING SESSION – 6:00 p.m. - COUNCIL BRIEFING ROOM

- A. Staff will give a brief presentation on each of the items on the consent agenda. No public testimony will be allowed during the briefing.
- B. Present a PowerPoint showing major land development cases Commissioners reviewed and discuss possible dates for a city tour for P&Z Members.

REGULAR MEETING – CALL TO ORDER: 6:30 p.m. - COUNCIL CHAMBERS

Chair Windrow called the meeting to order at 6:30 pm.

CONSENT AGENDA:

1. **MINUTES:** Approval of the September 7, 2023 meeting minutes.
2. Consider And Take Final Action On A **Replat Of Marsh Lane Golf Center, Lots 1 And 2R, Block 1** For An Approximately 10.889-Acre Tract Located At The Northeast Intersection Of Marsh Lane And Running Duke Drive To Consolidate Two Lots. **Case No. PLRP 2023-093 Garages Of America At Tarpley, Phase II, Lot 1, Block A.** Case Coordinator: Emily Offer.

Chair Windrow opened the floor for public comments. There were none and with no questions from the Commissioners, he opened the floor for a motion.

** Commissioner Yarbrough moved approval of Consent Agenda Items with stipulations including a finding that the right of way dedication is necessary and proportional to the proposed development on Item on #2; second by Commissioner Martin; the motion was approved with a unanimous 8-0 vote (Foster absent)*

PUBLIC HEARING:

3. Hold A Public Hearing To Consider An Ordinance Amending The Zoning To **Amend PD-130 For The (LR-1) Local Retail District To Allow Pet Day Care For Grooming** Located At 1060 West Frankford Road, Suite 103; Amending The Official Zoning Map Accordingly. **Case No. PLZPD 2023-088 Dog Grooming.** Case Coordinator: Michael McCauley.

Michael McCauley, Senior Planner, advised this item is to allow a pet day care for grooming use. He reviewed a location map and surrounding business uses and advised that the facility is 900 square feet in size. Mr. McCauley advised that the operation is entirely indoors with no outdoor runs, veterinarian services or animal boarding. He added that public comment cards were received on this matter. Staff recommended approval.

Chair Windrow asked if there was an applicant present who would like to speak. The applicant, Hyunsook Woo, 1060 W. Frankford Rd. #103, and copartner Young Ko, 1220 W. Trinity Mills Rd. #2009, both Carrollton residents, spoke about their request saying they had secured the property for their business prior to realizing it needed a zoning change approved.

Commissioner Martin inquired regarding the process for cleaning up after the animals. The applicant responded that they would use doggie diapers in some instances and feces bag dispensers will be available. There will be a potty area inside the facility. Commissioner Doyle remarked that he feels these measures are sufficient.

Commissioner Martin inquired regarding the applicants' experience with this type of business. Ms. Ko advised that she has no experience however just finished school, and Ms. Woo has experience as a groomer in Korea.

Commissioner Martin inquired about the included stipulation. Mr. McCauley responded that it is to allow an additional permitted use in the PD.

Commissioner Doyle inquired about an existing SUP reflected on the zoning map. Mr. McCauley responded it is an SUP for a child daycare that he believes is no longer operational.

Chair Windrow opened the public hearing. There being no speakers he advised that one public comment card was received in opposition and three were received in favor as follows:

Opposed: Kimberly A. Capua, 3105 Old Denton Rd.

In Favor: Sharon Schumacher & Michael Schumaker, 3117 Regency

Jacob Keezel, 1017 Ridgeview Circle

Cheryl D. Parker and James A. Vasil, 1023 Ridgeview Circle

Chair Windrow opened the floor for discussion or a motion.

** 1st Vice Chair Powell moved to close the public hearing and approve Case No. PLZPD 2023-088 Dog Grooming with stipulations; second by Vice Chair Doyle. The motion was approved with a unanimous 8-0 vote (Foster absent)*

Chair Windrow advised this case will be forwarded for Council consideration on November 7, 2023.

4. Hold A Public Hearing To Consider An Ordinance Amending The Zoning On An Approximately 1.233-Acre Tract Zoned (O-2) Office District And Located At 4108 Medical Parkway And Approximately 991 Feet South Of Hebron Parkway, To Establish A Planned Development District To Allow Multifamily Dwellings; Amending The Official Zoning Map Accordingly. **Case No. PLZPD 2023-092 Parkway Senior Living.** Case Coordinator: Emily Offer.

Emily Offer, Planner, provided an overview of this project including the location. She advised the current zoning is O-2 Office District and explained that there are no existing structures on the subject site. The zoning map was reviewed. Ms. Offer advised the proposed zoning request is for a multi-family senior independent living facility that will consist of 31 units. She noted that independent living is categorized as a multi-family use and multi-family is not currently allowed so a PD is required. Ms. Offer explains that other uses similar to independent living are allowed by right in the (O-2) Office district, such as continuing care retirement and assisted living. Ms. Offer added that this project is similar to one approved in 2020 for Avenida, which has 155 units. The site plan, landscape plan, and an elevation depiction were provided. Additionally, Ms. Offer advised that the height, landscape, and parking requirements have been met. It was noted that due to this being a senior living facility, staff requested several amenities be included that would not be included in typical multi-family development to ensure the development remains a senior living facility long-term. Ms. Offer added that today's exhibits will be included with the PD. She advised that the applicant has communicated with surrounding property owners including the Quail Creek HOA. Staff is supportive of this proposal because it is not detrimental to the O-2 District or the surrounding properties.

Commissioner Martin inquired about the parking requirement. Ms. Offer responded that 1.2 spaces for each unit is being provided, which is more than necessary for this use. Commissioner Martin also asked whether the walking path is a sidewalk. Ms. Offer advised that there is a sidewalk adjacent to the building and there is an additional walking path on the southwest side of the property.

Commissioner Doyle advised that one of the public comment cards submitted expressed concern over the financial viability of this project. He confirmed with Ms. Offer that this is not a consideration for the Commission for the purpose of zoning.

Commissioner Overholt requested clarification on the stipulations (Item 3A), “exceptions to the following standards”. Ms. Offer referred him to items 1-12. Chair Windrow explained that only the stipulations attached to the case are being required and not the items on the list in question.

Commissioner Overholt expressed concern regarding the site plan only having one entrance/exit to the property. Ms. Offer responded that a turnaround has been provided on the east side of the property.

Commissioner Martin clarified with Ms. Offer that she had said the amenities being required would make the property unsuitable for typical multi-family.

Commissioner Powell inquired whether the Fire Department reviewed the plans for the entrance/exit. Fire Marshall Herb Cavanaugh responded it is not feasible for this property to have more than one entrance/exit so in order to allow enough room for fire engines to turn around the applicant was required to create a “turn-around” in the parking area. This is allowed by the Fire Code. He identified the area on the site plan. He noted that to his knowledge there are no other designated fire lanes in Carrollton similar to this. Commissioner Doyle inquired about an exit that matches up to a neighboring property on the southeast side. Chief Cavanaugh advised the connection on the neighboring property does not meet fire lane requirements.

Chair Windrow asked if there was an applicant present who would like to speak. The project representative, Edward Yost, 10830 North Central Expressway, #450, Dallas, Texas, provided an overview of his project, which is a two-story senior living facility. He explained that there will be 24 hour on-site management. Each unit will have one or two bedrooms and a private balcony or patio.

Commissioner Overholt asked whether the adjacent property owner would allow traffic through his property (to access Josey Lane.) Mr. Yost advised that previously they had tried to discuss this with the neighboring property owner, however, this would require both properties to be re-platted and that is not desired. He did say there will likely be a fence or locked gate placed there to prevent general traffic from using that opening. Commissioner Overholt expressed concern regarding larger moving vehicles or trailers being able to easily move around the parking lot.

Chair Windrow opened the Public Hearing. He stated five speaker cards in opposition were received with three of those individuals wishing to speak, and one card received in favor (from Mr. Yost.) The following individuals spoke in opposition:

Sharon Stone, 1813 Sandpiper, spoke in opposition citing traffic, school traffic/safety issue, one entrance/exit, and emergency response vehicles having easy accessibility at the facility.

Derrell Conway, 1712 Sandpiper, spoke in opposition citing traffic safety, and requested that parking on Medical Parkway be restricted; concerned also with the competition from existing such facilities in the area. He added he was concerned with the Fire Chief’s comments.

Glenn Peltier, 3140 N. Josey Lane, spoke in opposition citing competition; believes the facility too small and limited amenities may cause it to fail compared to larger facilities.

Kay Gardner, 1876 Sandpiper, spoke in opposition citing traffic and limited turnaround space in the parking lot. She also referenced freight trucks that routinely park on an empty lot nearby

Carrie Witmer, 4104 Woodland Trail, spoke in opposition citing traffic, security, trash collection, infrastructure and 24-hour activity at the site.

The project representative, Edward Yost, responded to the previous speakers' comments, noting that the number of parking spaces exceeds the number required and the parking is largely screened from the street. He added this is a great location with good access to shopping.

Commissioner Kramer expressed that he is not convinced this is the type of business that should be in this space. Child safety is a concern.

There being no other speakers, Chair Windrow opened the floor for discussion or a motion.

** Commissioner Martin moved to close the public hearing and approve Case No. PLZPD 2023-092 Parkway Senior Living with staff stipulations; second by Commissioner Vice Chair Doyle. The motion failed with a vote of 3-5, (1st Vice Chair Powell, Chair Windrow and Vice Chair Doyle in support; Commissioner Kramer, Commissioner Martin, Commissioner Yarbrough, Commissioner Taylor and Commissioner Overholt opposed, Foster absent)*

Chair Windrow advised that since this item was not approved by the Planning and Zoning Commission, the applicant has 10 days from today to file a written appeal to the City Council.

5. Hold A Public Hearing To Consider An Ordinance **Amending The Zoning To Repeal Two Special Use Permits** Numbered 201 (1300 South IH-35E) For Retail Automotive Sales And Indoor Accessory Auto Repair And 338 (1875 North IH-35E) For Used Car Dealer; Amending The Official Zoning Map Accordingly. **Case No. PLSUP 2023-097 Repeal Of Two SUPs**. Case Coordinator: Michael McCauley.

Michael McCauley, Senior Planner, stated this is a city initiative case to review the appropriateness of two special use permits. The first is SUP #201 created in 1996 for a car dealership that has since moved to another location. The second is SUP #338 created in 2014 for a used car dealer. That property's use has since changed. Mr. McCauley advised that no public input was received on this matter. Staff recommends approval.

Chair Windrow opened the Public Hearing, no one wished to speak.

Commissioner Martin inquired what the zoning would be if these are repealed. Mr. McCauley responded that the zoning would revert to the base zoning, the Freeway District.

There being no other speakers, Chair Windrow opened the floor for discussion or a motion.

** 1st Vice Chair Powell moved to close the public hearing and approve Case No. PLZPD 2023-*

097 Repeal of Two SUPs; second by Commissioner Kramer. The motion was approved with a unanimous 8-0 vote (Foster absent)

Chair Windrow advised this item will appear for Council consideration on November 7, 2023.

OTHER BUSINESS:

- a. Staff Reports- Mr. Loren Shapiro, Planning Manager, mentioned the upcoming tour that was discussed in the earlier briefing.

ADJOURNMENT

Chair Windrow adjourned the meeting at 7:44 pm.

Loren Shapiro, Planning Manager

Scott Windrow, Chair
Planning and Zoning Commission