



**Minutes
City of Carrollton
Planning & Zoning Commission
March 7, 2024**

Briefing Session and Meeting

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, March 7, 2024 at 6:30 p.m. in the Council Chambers at City Hall.

Commission Members Present:

Scott Windrow, Chair
Jim Doyle
John Powell
Willadean Martin, 1st Vice Chair
Greg Kramer
Al Overholt
Kathleen Foster
Dave Herman

Commission Members Absent:

Mark Yarbrough, Vice-Chair

Staff Members Present:

Loren Shapiro, Planning Manager
Mike McCauley, Senior Planner
Emily Offer, Planner
Ed Green, Plan Review Manager
Lydia Tormos, Admin Support Specialist

Herb Cavanaugh, Assistant Fire Chief
Jared Nations, Fire Chief (Prevention)
John Romberger, Transportation Engineer
Albert Thomas, Asst. City Attorney

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

BRIEFING SESSION – 6:15 p.m. – COUNCIL BRIEFING ROOM

Staff gave a brief presentation on each of the items on the consent agenda. No public testimony was allowed during the briefing.

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

Chair Windrow called the regular meeting to order at 6:35 p.m. He opened the floor for public comments concerning any of the consent agenda items. There were none and with no questions from the Commissioners, he opened the floor for a motion.

CONSENT AGENDA:

1. **MINUTES:** Approval of the February 1, 2024 meeting minutes.

- * ***Commissioner Foster moved approval of Consent Agenda Item 1. Commissioner Overholt seconded the motion. The motion was approved with a vote of 8-0 (Yarbrough absent).***

PUBLIC HEARING:

2. Hold A Public Hearing To Consider An Ordinance Amending The Zoning For An Approximately 10-Acre Tract Zoned Planned Development District 132 (PD-132) For The (O-4) Office District And Located At The Northwest Corner Of Josey Lane And Arbor Creek Drive To Repeal And Reestablish PD-132 To Allow Additional Covered Parking, to Modify Conceptual Plans And To Revise Development Standards; Amending The Official Zoning Map Accordingly. Case No. PLZ 2024-010 Avenida Carrollton Covered Parking. Case Coordinator: Michael McCauley.

Mike McCauley, Senior Planner, stated this is a zoning amendment request for a 2021 case approved for a residential, multi-family development. The approved zoning map was provided. McCauley stated that the original approval included three areas of covered parking and the applicant would like to increase the parking by 19 spaces in three separate locations. A site plan reflecting additional landscaping to soften the appearance of the additional parking was reviewed. McCauley stated that no comments were received. Staff is recommending approval with the three stipulations included on the results sheet, which are currently already in the PD.

Commissioner Overholt inquired whether the additional landscaping will be irrigated. McCauley responded, yes, it is required according to city ordinance.

Applicant Michael R. Murphy, 220 Newport Center Dr., Newport Beach, CA, spoke. He advised that preleasing for this development has been popular and covered parking is in high demand. He noted that some of the villas are occupied and some apartments will be occupied in the next few months.

Chair Windrow opened the public hearing. There being no speakers he asked if the Commissioners had any questions or motions.

- * ***Commissioner Overholt moved to close the public hearing and approve Case No. PLZ 2024-010 Avenida Carrollton Covered Parking with staff stipulations. Commissioner Herman seconded the motion. The motion was approved with a vote of 8-0 (Yarbrough absent).***

3. Hold A Public Hearing To Consider An Ordinance Amending The Zoning For An Approximately 16-Acre Tract Zoned (MF-15) Multi-Family Residential District And Located Within An Area Encircled By East Rosemeade Parkway, Bishop Hill Drive, Highlands Creek Road, Glen Morris Road, Marsh Lane, And Including Properties On Galloway Lane And Vista Glen Lane, And Approximately 850 Feet West And 550 Feet North From The Intersection Of East Rosemeade Parkway And Marsh Lane, To Repeal And Reestablish Planned Development 53 To Change The Base Zoning From (MF-15) Multi-Family Residential District To (SF-8.4/16) Single-Family Residential District And Modify Development Standards; Amending The Official Zoning Map Accordingly. Case No. PLZ 2024-015 Highlands Of Carrollton 3. Case Coordinator: Michael McCauley.

Mike McCauley stated this is a city-initiated request to change the zoning on 16 acres from multi-family to single-family, adding this would make this area consistent with the remainder of the Highlands of Carrollton area within PD-53. McCauley explained that originally these 16 acres, containing 63 lots, were excluded from the single-family PD and was zoned multi-family. However, the area was built out as single-family residential so the zoning should reflect single-family. He advised that notices were sent to the current homeowners as well as others affected by this change. Additionally, a neighborhood meeting was held by staff to answer questions. Staff's recommendation is to continue this public hearing to the next Planning and Zoning meeting on April 4, 2024 to allow additional time for comments.

Commissioner Foster confirmed with McCauley that there are homes currently built. Commissioner Doyle inquired whether there are any impacts to existing homeowners. McCauley responded no.

Chair Windrow opened the public hearing.

Jack Bennett, 2417 Vista Glen Ln. did not wish to speak but was in favor.

Yamil Hernandez, 1041 Apache Lake Dr. spoke in favor.

Gary Kettering, 2412 Glen Morris Rd., stated he missed the neighborhood meeting and had questions about property tax impacts. Chair Windrow explained the Commission could not answer questions.

There being no other speakers the Chair asked if the Commissioners had any questions or motions.

Commissioner Overholt asked if staff could provide additional information regarding the impacts, if any, on property taxes prior to the next meeting. Mr. McCauley responded that he would research that.

- * ***Commissioner Foster moved to keep the public hearing open and continue the zoning request for Case No. PLZ 2024-015 Highlands of Carrollton to the April 4, 2024 meeting. Commissioner Doyle seconded the motion. The motion was approved with a vote of 8-0 (Yarbrough absent).***

4. Hold A Public Hearing To Consider An Ordinance Amending the Zoning On A 17.4-Acre Tract Zoned (FWY) Freeway And Located On The Southeast Corner Of IH-35E And Jackson Road To Establish A Planned Development District To Allow For Multifamily; To Create Development Standards, And Provide Concept Plans; Amending The Official Zoning Map Accordingly. Case No. PLZPD 2023-133 Broadway – IH35E-Jackson. Case Coordinator: Loren Shapiro.

Loren Shapiro, Planning Manager, presented this item. He advised that the applicant is requesting to create a planned development in the Freeway Zoning District, located on the east side of IH-35 and along the west side of Broadway at Jackson Road. It is approximately one-

half mile south of the Trinity Mills DART transit station, and approximately 1.5 miles north of the Downtown DART station.

Shapiro stated that the land has been vacant since the early 2000's; prior to then it was zoned for a mobile home park. He noted that there will be a hike and bike trail along Broadway and will be an urban-style development. Shapiro reviewed the conceptual site plan that creates three lots. On the north side is a retail Tract A, this development is Tract B in the center, and Tract C on the south will be mixed-use.

This item, Tract B, is planned to have approximately 300 multi-family units, sized from 710 square feet to 1,200 square feet. It will be urban style with minimum setbacks, and streetscapes along Broadway that will continue to the transit station. Decorative pavers and enhanced landscaping are included. Building elevations were reviewed. Developments for Tracts A and C are not yet planned; however, they must continue with the same urban style and streetscapes. Shapiro also stated that for Tracts A and C to be developed, an amendment to the planned development must be approved. A traffic impact study has been conducted. Staff is recommending approval.

Commissioner Foster asked if a parking garage is included. Shapiro responded there will be a garage in the center of the tract which will not be visible from Interstate 35. Parallel parking spaces will be provided aside from the garage parking. He noted that parking requirements are met. A traffic impact analysis has been done and evaluated by the city's Transportation Department. It was clarified that several stipulations are recommended.

Commissioner Overholt also inquired about the number of parking spaces included and asked about the absence of a left-hand turn into the leasing office parking. Shapiro confirmed that for safety reasons and circulation, staff is recommending only a right turn in and right turn out of that parking area. Commissioner Overholt requested clarification about the type of curbs being planned. Shapiro responded that given the narrowness of the streets, the lower roll-over curbs will allow easier turning for emergency vehicles.

Commissioner Doyle inquired whether Tracts A and C could have different owners. Shapiro responded that it is possible.

Commissioner Herman asked whether the parking garage will be visible from Interstate 35. Shapiro responded that the applicant could answer that question.

Applicant Alena Savera, NRP Group, 2425 Victory Ave., Dallas, responded to the parking questions and said they are providing 563 spaces; 512 of those being in the garage and 51 spaces are included in the front courtyard and the parallel parking combined. She said that the apartments are four-story and the top floor of the parking garage does not have a roof so none of the parking garage can be seen.

Commissioner Kramer inquired whether the developer had considered an "automated parking" garage to which she said that it was not considered.

Ms. Savera provided a PowerPoint presentation to further review the location, elevations, and indoor and outdoor amenities.

Commissioner Kramer inquired what has been done to remediate the IH 35 noise. Ms. Savera advised that a noise study has been done and as a result, they will install higher quality, noise reduction windows on the IH-35 side. He also asked whether the trail would connect with the other trails in the city. Shapiro responded that yes, it will extend from Broadway to Downtown. He reviewed a map of the Trail Master Plan in that area. Commissioner Overholt confirmed with Shapiro that the city is responsible for building the roads and trail system in this area.

Chair Windrow asked about noise from the rail system on the other side of the complex. Ms. Savera responded that the noise study indicated the need for a window with noise protection should be provided but not to the level as the IH-35 side.

Chair Windrow opened the public hearing.

Dick Calvert, 2228 High Point Dr. spoke in support. He stated that when Josey Lane was rebuilt, several roll-over curbs were placed along Josey so emergency vehicles could cross but not automobiles. There are several currently in place. He informed them that he was the developer and managing partner of The Lofts Apartments in downtown Carrollton. He stated these apartments are much closer to the highway and train tracks and noise has never been a problem. The noise can be heard but it is not objectionable. When asked how the noise was at night, Calvert responded there was no issue as the trains run day and night at all hours.

There being no other speakers he asked if the Commissioners had any questions or motions.

Commissioner Overholt spoke in favor of this project.

*** Commissioner Overholt moved to close the public hearing and approve Case No. PLZPD 2023-133 Broadway – IH35E-Jackson with staff stipulations. Commissioner Doyle seconded the motion. The motion was approved with a vote of 8-0 (Yarbrough absent).**

5. Hold A Public Hearing To Consider A Resolution Amending The Transportation Plan And The Transportation Plan Map Of The Comprehensive Plan To Change The Roadway Designation Of Broadway Street From Jackson Road To Whitlock Lane, From A (C4U) 4-Lane Undivided Collector To A (C3SD) 3-Lane Special Design Collector. Case No. PLTRA 2023-134 Broadway Street (Jackson Street to Whitlock Lane). Case Coordinator: Loren Shapiro.

Loren Shapiro presented this item. He explained this is related to the zoning request approved in Item 4. A traffic study revealed the need for a change for Broadway Street, which is now a four-lane road from Jackson to Whitlock, to change it to a three-lane Special Design Collector road. He added this will change a roadway map included in the City Transportation Plan to make this portion of Broadway match the portion north of Jackson.

Commissioner Foster inquired about making two lanes each direction rather than three lanes. Shapiro responded that there is limited space and the traffic study indicates three lanes is the best design for urban style.

John Romberger, Transportation Engineer, provided additional information regarding the roadway change. He advised that the three lanes will be 12-feet wide each, with the center being a turn lane. There will be an elevated, divided median with left turn pockets. He stated that traffic lights are not warranted as location as it is a low-volume street. He also stated that the speed limit is now 30 miles per hour and he does not anticipate a need to change that. Commissioner Doyle inquired about the intersection of Whitlock and Broadway, noting that there is a stop sign there currently. Romberger responded that there are no plans to change that.

Chair Windrow opened the public hearing. There being no speakers he asked if the Commissioners had any questions or motions.

- * ***Commissioner Foster moved to close the public hearing and approve Case No. PLTRA 2023-134 Broadway Street (Jackson Street to Whitlock Lane) with staff stipulations. Commissioner Doyle seconded the motion. The motion was approved with a vote of 8-0 (Yarbrough absent).***

OTHER BUSINESS:

- a. Staff Reports

Loren Shapiro gave an account of Council's rulings for P&Z items from February and March.

Emily Offer, Planner, shared a revised site plan exhibit and revised landscape plan for the TSP International Business Park. She also provided an analysis of total acreage for each zoning district as requested by the Commission.

ADJOURNMENT

Chair Windrow adjourned the meeting at 8:07 p.m.

Loren Shapiro, Planning Manager

Scott Windrow, Chair
Planning and Zoning Commission