



**Minutes
City of Carrollton
Planning & Zoning Commission
April 4, 2024**

Briefing Session and Meeting

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, April 4, 2024 at 6:30 p.m. in the Council Chambers at City Hall.

Commission Members Present:

Scott Windrow, Chair
Mark Yarbrough, 1st Vice Chair
Willadean, Martin, Vice Chair
John Powell
Al Overholt
Kathleen Foster
Dave Hermon

Commission Members Absent:

Greg Kramer
Jim Doyle

Staff Members Present:

Loren Shapiro, Planning Manager
Mike McCauley, Senior Planner
Emily Offer, Planner
Lydia Tormos, Admin. Support
Tom Hammonds, Division Manager,
Transportation

Ed Green, Plan Review Manager
Albert Thomas, Asst. City Attorney
Herb Cavanaugh, Fire Marshal
Jared Nations, Captain, Fire Prevention

Guests Present:

Councilmember Rusty Pendleton

*(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 meeting to order at 6:35 pm. He opened the floor for public comments concerning any items on the consent agenda. There were none and with no questions from the Commissioners, he opened the floor for a motion.

CONSENT AGENDA:

1. **MINUTES:** Approval of the March 7, 2024 meeting minutes.
2. Consider And Take Final Action On A Replat Of Lot 1, Block A, Sunset Ridge Addition, For An Approximately 70.108-Acre Tract Located At 1401 Carrollton Parkway And At The Southwest Corner Of Carrollton Parkway And S.H. 121 Sam Rayburn Tollway, To Modify Easements And Dedicate Right-Of-Way. **Case No. PLRP 2024-027 Sunset Ridge Addition, Lot 1R, Block A.** Case Coordinator: Michael McCauley.
- * *Commissioner Powell moved to approve the Consent Agenda, with the finding that the dedication of right-of-way as necessary and proportionate to the proposed development on Item 2; Commissioner Foster seconded the motion. The motion was approved with a vote of 7-0 (Doyle and Kramer absent).*

PUBLIC HEARING:

3. Hold A Public Hearing To Consider An Ordinance Amending The Zoning To Amend A Special Use Permit To Allow Warehouse And Distribution On An Approximately 5.77-Acre Tract Zoned For The (FWY) Freeway District And Located At 4 Crowley Drive And At The Northeast Corner of Camp Avenue And Crowley Drive; Amending The Official Zoning Map Accordingly. **Case No. PLSUP 2024-022 Crowley Crossing Warehouse.** Case Coordinator: Emily Offer.

Emily Offer, Planner, presented this item. She informed them that the property under consideration is currently zoned Freeway District and has a SUP for a private school. The school was never built and the applicant is requesting to amend the existing Special Use Permit for warehouse/ distribution. A zoning map of the surrounding area was reviewed, and the existing conditions were identified.

Offer reviewed conceptual plans for the building proposed on the site, as well as building elevations and two options for the site and landscape plans. She advised that two sets of plans were presented to achieve the mutual access requirement on the site and to allow flexibility for future development. She said a fence is not required, however should the applicant choose to install a fence, staff is requesting a stipulation that would require the fence be of ornamental metal material. Staff is recommending approval with stipulations.

Commissioner Foster inquired about the two landscape plans. She confirmed with Offer that that the retention pond in plan "A" and plan "B" are in a different locations in order to accommodate mutual access.

Commissioner Martin inquired about the location of the mutual access. In response to her question, Offer said the mutual access enters the subject property on the east side of the property. Commissioner Overholt inquired about the fence stipulation and the location of the fencing, and she responded that the fence would surround the truck court.

Chair Windrow asked if there was an applicant present who would like to speak.

The applicant, Levi Hermes of Alliance Industrial Partners, LLC, 9900 N. Central Expressway #330, Dallas, Texas, addressed the Commission. He stated that the design conforms to the neighboring uses and he described the building. He stated the truck court will be screened by the building and his client may need a fence to secure the truck court. He provided photos of neighboring properties that have chain link fencing, not ornamental metal as is being stipulated by staff. He advised that the cost of the ornamental fencing is much higher than chain link. Mr. Hermes requested a compromise by allowing him to install vinyl coated chain link which will appear nicer than the neighboring fence and would be more cost effective for his client.

Commissioner Foster confirmed with Offer that staff is stipulating ornamental metal fencing. Chair Windrow confirmed that a fence is not required, however if one is installed, staff is recommending ornamental metal and inquired about why staff has recommended the stated stipulation. Offer responded that the Future Land Use Plan recommends medium intensity commercial and the zoning was changed to the Freeway District several years ago. Since the time the neighboring properties were developed, the vision for the area has shifted. The 99 Ranch development has come to fruition in the last number of years and the number of people driving through this area has significantly increased. Long term, staff plans for a shift in the appearance for this area.

Mr. Hermes said that, if you drive through the area, a majority of the industrial facilities do have a fence so there is a high likelihood that his client will want to secure the truck court. A fence may not ever be built but probably will. In addition, the cost of an ornamental fence is about twice the cost of a chain link.

Chair Windrow opened the public hearing. There being no speakers he asked if the Commissioners had any questions or motions. He commented that he is in favor of approving the item with staff's stipulations and noted this is a high visibility area, it is being built up and we're trying to move forward. But if we continue to approve what we approved in the past we won't be able to move forward.

* *Commissioner Martin moved to close the public hearing and approve Case No. PLSUP 2024-022 Crowley Crossing Warehouse with stipulations; second by Commissioner Hermon. The motion was approved with a vote of 6-1 (Commissioner Foster opposed; Doyle and Kramer absent).*

4. Hold A Public Hearing To Consider An Ordinance Amending The Zoning On An Approximately 5-Acre Tract Zoned PD-212 For The (LR-2) Local Retail District And Located At The Northwest Corner Of Josey Lane And Parker Road (FM 544) To Amend Planned Development District 212 For Buildings B And C (Lots 2R-1 And 3R, Block 1, Graham Addition Lots 2R-1, 3R & 4R, Block 1) To Allow Drive-Through Windows Without A Technical Site Plan, To Modify Conceptual Plans, And To Revise Development Standards; Amending The Official Zoning Map Accordingly. **Case No. PLZ 2024-023 Chipotle And Starbucks PD-212 Amendment.** Case Coordinator: Michael McCauley.

Michael McCauley, Senior Planner, advised that this is a request to change the concept plans and special development standards to allow drive-through windows for two limited-service restaurants, Starbucks and Chipotle, without a technical site plan. He said this was recently done on this corner for the McDonalds restaurant.

McCauley reviewed the conceptual site plans, landscape plan, and the elevations for the buildings. He added that Stipulation 6 D has already been completed and could be removed. Staff is recommending approval with stipulations and staff did not receive any written comments on this request. McCauley noted that the current PD will be repealed and re-established.

Commissioner Overholt expressed safety concern over the entrance to the site being on a curved road, Josey Lane, and inquired whether a traffic signal is planned. Tom Hammonds, Division Manager, Transportation, responded that a traffic signal will likely not be needed at this location, however, if future development in this area warrants a signal, staff will evaluate it at that time. He added that deceleration lanes are planned. Commissioner Overholt stated that he is not in favor of approving this item without a traffic signal.

The applicant, Kevin Patel, Triangle Engineering, 1782 W. McDermott Drive, Allen, Texas, was present to answer any questions. There were none.

Chair Windrow opened the public hearing. There were no speakers. He stated one card was received in favor of this item from Benjamin Cash.

Chair Windrow opened the floor for discussion or a motion. He commented that he respects the concerns that Commissioner Overholt has expressed concerning safety issues. He also stated that he didn't want to hold up construction or progress just because of the traffic signal issue. He said this can be addressed in the future by the Engineering Department staff who are very qualified in the event of future development necessitates a light at this location, so he would be in support of the case as stipulated.

McCauley further stated that any proposed development receives a thorough review by Planning, Engineering, Transportation Engineering, Fire, Building Inspection, etc. for compliance to codes. This includes whether traffic calming uses or devices such as physical designs and other measures are needed to improve safety for motorists, car drivers, pedestrians and cyclists, before staff makes a recommendation to the Commission and Council.

*** Commissioner Foster moved to close the public hearing and approve Case No. PLZ 2024-023 Chipotle and Starbucks staff stipulations, with the removal of stipulation 6 D; Commissioner Martin seconded the motion. The motion was approved with a vote of 6-1 vote, (Commissioner Overholt opposed, Doyle and Kramer absent).**

5. Hold The Second Of Two Public Hearings 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.

Michael McCauley stated this is the second public hearing for a city-initiated request to rezone an approximately 16-acre tract from (MF-15) Multi-Family Residential District to PD-53 for the (SF-8.4/16) Single-Family Residential District. There are 63 lots included in the rezoning request. The first public hearing was conducted on March 7, 2024.

Mr. McCauley reviewed a location zoning map. He explained that the Highlands of Carrollton area was platted in 1982 for single-family dwellings with the (GA) Garden Apartment zoning classification, which allowed apartments as well as single-family development. In 1998 the base zoning was incorrectly rezoned from Garden Apartment to Multi-Family, even though it was already platted and constructed as single-family residential. He noted that the lot sizes are at least 70' x 120', with 1,500 minimum square feet of living space, similar to the requirements in PD-53. Mr. McCauley provided a proposed revised PD 53 zoning map. He added that two new public comment cards in favor have been received and those were provided to the commission, in addition to those received previously.

Chair Windrow opened the public hearing. Jack Bennett, 2417 Vista Glen, member of the HOA board spoke in support of this item. He stated that one of the homeowners had difficulty in selling due to the multifamily zoning.

Commissioner Overholt asked whether staff were able to find out whether this change would result in any tax implications for the residents. McCauley stated that he looked at eight random properties on the county appraisal district office website and those eight are currently being taxed as single-family residential and have homestead exemptions, which would not be given if they were being taxed as multifamily. However, he stressed that each property owner should conduct their own research to confirm how their property is taxed.

Chair Windrow opened the floor for discussion or a motion.

*** Commissioner Powell moved to close the public hearing and approve Case No. Case No. PLZ 2024-015 Highlands Of Carrollton with stipulations; second by Commissioner Hermon. The motion was approved with a 7-0 vote (Doyle and Kramer absent).**

6. Consider And Take Final Action On A Technical Site Plan To Allow A Reduced Side Yard Setback For The West Property Line On An Approximately 4.073-Acre Tract Located At 1401 Valwood Parkway And At The Southeast Corner Of Valwood Parkway And McKenzie Drive. Case No. PLTSP 2024-028 Toshiba-Valwood Parkway. Case Coordinator: Emily Offer.

Emily Offer stated this is a request for a Technical Site Plan (TSP) to allow a reduced side-yard setback for the western lot line of an existing building. There is an accompanying replat,

PLRP 2024-028, (next agenda item) that is contingent on the approval of this TSP request. Offer stated that the existing building was built in 1986 and the adjacent lot is vacant. She provided a zoning map that reflected the vacant property. The replat will subdivide the property into two separate parcels.

Offer stated that the property was unknowingly and illegally subdivided some time ago. To justify this subdivision, a 30-foot No-Build easement is requested to ensure the International Building Code is met with a 30-foot setback between the existing building and any future building. It would also result in a zero side-yard setback for the existing building. Ms. Offer reviewed the conceptual landscape plan and elevations.

Commissioner Overholt confirmed with Offer that the 30-feet between the two buildings will be owned by the western building. He also inquired why a mutual access easement is not required by the city. Ms. Offer advised that the city's subdivision ordinance does not allow for that requirement, and the Fire Department has approved the plans.

A representative of the applicant, Michael Ponce, 9535 Meadowknoll Dr., Dallas, Texas, was present to answer questions. No questions were asked.

Chair Windrow opened the floor for discussion or a motion.

- * ***Commissioner Martin moved to close the public hearing and approve Case No. PLTSP 2024-028 Toshiba-Valwood Parkway with stipulations; second by Commissioner Foster. The motion was approved with a 7-0 vote (Doyle and Kramer absent).***

Commissioner Doyle arrived at 7:45pm.

INDIVIDUAL CONSIDERATION:

7. Consider And Take Final Action On A Replat Of Toshiba-Valwood 22 Addition, Lot 1, Block 1, For An Approximately 5.4256-Acre Tract Located 1401 Valwood Parkway And 2001 McKenzie Drive And At The Southeast Corner Of Valwood Parkway And McKenzie Drive, To Create Two Lots And Dedicate Easements And Right Of Way. Case No. PLRP 2024-016 Toshiba-Valwood 22 Addition, Lots 1R and 4, Block 1. Case Coordinator: Emily Offer.

Emily Offer, Planner, advised that this is a replat request including the adjacent lot next to the existing building as well as the lot with the existing building from the last agenda item. There will be a 30-foot No-Build easement between the two buildings. The request includes a right-of-way dedication on Lot 4. Staff is recommending approval with stipulations.

- * ***Commissioner Martin moved to close the public hearing and approve Case No. PLRP 2024-016 Toshiba-Valwood 22 Addition with stipulations and to find that the right-of-way dedication is necessary and proportional to the proposed development; second by Commissioner Foster. The motion was approved with an 8-0 vote (Kramer absent).***

OTHER BUSINESS:

- a. Staff Reports:

Loren Shapiro reviewed items approved at the April 2 City Council meeting.

ADJOURNMENT

Chair Windrow adjourned the meeting at 7:56 pm.

Loren Shapiro, Planning Manager

Scott Windrow, Chair
Planning and Zoning Commission