



**Minutes
City of Carrollton
Planning & Zoning Commission
August 1, 2024**

Briefing Session and Meeting

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, August 1, 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
Jim Doyle
John Powell
Greg Kramer
Al Overholt
Kathleen Foster
Dave Hermon

Commission Members Absent:

None

Staff Members Present:

Loren Shapiro, Planning Manager
Mike McCauley, Senior Planner
Emily Offer, Senior Planner
Ed Green, Plan Review Manager

Herb Cavanaugh, Fire Marshal
Lydia Tormos, Planning Technician
John Romberger, Transportation Engineer
Albert Thomas, Asst. City Attorney

Guests Present:

None

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

BRIEFING SESSION – 6:00 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

Prior to the Planning and Zoning meeting Call to Order, Executive Director of Development Ravi Shah recognized Planning Manager Loren Shapiro for exemplary performance. He spoke of his professionalism and dedication to the City of Carrollton. Mr. Shapiro was presented with the Executive Team Outstanding Performance Award.

Chair Windrow called the meeting to order at 6:39 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 June 26, 2024 meeting minutes.
 2. Consider And Take Final Action On A **Replat Of North Hebron Addition, Lot 4, Block A**, For An Approximately 1.25-Acre Tract Located At 1536 West Hebron Parkway And Approximately 200 Feet East of Highway 121 And Along West Hebron Parkway, To Dedicate Easements. **Case No. PLRP 2024-088 North Hebron 121 Addition, Lot 4R, Block A**. Case Coordinator: Emily Offer.
 3. Consider And Take Final Action On A **Replat Of Carrollton Commerce Center, Lots 4-6, Block F** For An Approximately 5.770-Acre Tract Located At The Northeast Corner of Crowley Drive and Carter Drive To Modify And Dedicate Easements. **Case No. PLRP 2024-094 Crowley Crossings, Lot 1, Block A**. Case Coordinator: Emily Offer.
- * *Commissioner Doyle moved to approve Consent Agenda Items 1-3; second by Commissioner Powell. The motion was approved with a unanimous 9-0 vote.*

PUBLIC HEARING:

4. Hold A Public Hearing To Consider An Ordinance Amending The Zoning To **Establish A Special Use Permit To Allow An Amusement Arcade (Excluding Adult Arcade)** In An Approximately 1,300 Square Foot Space Zoned PD-63 For The (LR-2) Local Retail District And Located At 3044 Old Denton Road, Suite 117; Amending The Official Zoning Map Accordingly. **Case No. PLSUP 2024-085 Eiswelt Gelato And Arcade**. Case Coordinator: Michael McCauley.

Michael McCauley, Senior Planner, advised this item is to allow an amusement arcade as part of a planned gelato shop. A location map was reviewed and a floor plan provided. Mr. McCauley stated that the entire suite is 2,200 square feet and the arcade portion would use 1,300 square feet of the space. He added that staff believes the use is compatible with other uses in the shopping center. Staff is recommending approval.

Commissioner Overholt stated that several similar approvals have been made recently and asked Mr. McCauley whether complaints have been made. Mr. McCauley responded not to his knowledge.

Chair Windrow asked if the applicant is present and would like to speak.

Applicant Danny Doan, 3044 Old Denton #117, Carrollton, briefly reviewed his request and stated that he is requesting a change in operating hours on the weekend to 11 a.m. – 10 p.m. During the week, the hours would be 2 p.m. to 10 p.m. These hours are the same as the gelato shop. He also reviewed the locations of other similar type arcade businesses.

Commissioner Kramer inquired whether the arcade is separate from the gelato shop. Mr. Doan responded that there is a glass wall in between with a glass door providing access from the gelato shop. There is also an exterior entrance door into the arcade.

Chair Windrow opened the public hearing.

Conchita Timme, 2503 Hawthorne, Carrollton spoke in opposition. She expressed concern over the possibility of children being dropped off and left unattended, and also the hours of operation during the school year and inquired whether the age of children would be regulated. She expressed that compared to other such businesses in larger cities, Carrollton is a family-oriented community.

Chair Windrow stated that other two cards in favor were received from:

- Connie Chow, 3044 Old Denton, #117 Carrollton, submitted a card in support but did not speak.
- Neumario Arauijo, 2045 Diamond Ridge Dr., Carrollton, submitted a card in support but did not speak.

Commissioner Doyle asked why not operate as two separate businesses since there are separate entrances. Mr. McCauley responded this is one suite.

Mr. Doan offered his final remarks. He responded to the public speaker's comments, stating that this business in Carrollton cannot be compared to those located in other larger cities. He added that this is a family-oriented place and loitering is not encouraged or expected.

Commissioner Overholt inquired whether the applicant is closing other locations. Mr. Doan responded that though it is owned by someone else, the one in Grand Prairie is closing.

Chair Windrow asked how many machines will be located there. Mr. Doan stated 30 claw machines, 2 rope-cutting machines, and 2 photo booths.

Commissioner Kramer inquired what else is served at the business besides gelato. Mr. Doan responded they serve coffee, but alcohol is not served.

Chair Windrow opened the floor for discussion or a motion.

- * ***Commissioner Martin moved to close the public hearing and approve Case No. PLSUP 2024-085 Eiswelt Gelato And Arcade with stipulations, and that the hours of operation be amended for weekends to 11 a.m. – 10 p.m.; second by Commissioner Foster. The motion was approved with a unanimous 9-0 vote.***
5. **Hold A Public Hearing To Consider An Ordinance Amending The Zoning to Establish A Special Use Permit To Allow Short-Term Rental On An Approximately 0.23-Acre Lot Zoned (SF-10/18) Single-Family Residential District And Located At 2510 Canterbury Drive;**

Amending The Official Zoning Map Accordingly. **Case No. PLSUP 2024-097 2510 Canterbury Drive Short-Term Rental.** Case Coordinator: Michael McCauley.

Mike McCauley stated that this short-term rental Special Use Permit request is for a four-bedroom, 2,300 square foot home. He provided a location/zoning map and added that it has a rear-entry driveway. A floor plan of the home was provided. Mr. McCauley advised that the homeowner is out of the country and has requested this item be continued until the September 5, 2024 P&Z meeting. He requested the Commission open the public hearing and leave it open until that date. He added that one comment card was received.

Commissioner Overholt requested the status of other short-term rentals, specifically asking about complaints. Mr. Shapiro responded that the Commission is only to consider whether this use is appropriate for the location and complaints would be a separate matter. He noted that the Environmental Services Department oversees such complaints.

Chair Windrow opened the public hearing.

Conchita Timme, 2503 Hawthorne, Carrollton, spoke in opposition of having a short-term rental in her neighborhood.

Chair Window stated that one card in opposition was received from Johnny Fuentes. Chair Window opened the floor for discussion or a motion.

* ***Commissioner Foster moved to keep the public hearing open on Case No. PLSUP 2024-097 2510 Canterbury Drive Short-Term Rental and continue it to the September 5, 2024 P&Z meeting; second by Commissioner Yarbrough. The motion was approved with a unanimous 9-0 vote.***

6. **Hold A Public Hearing To Consider An Ordinance Amending The Zoning To Amend SUP-312 To Allow An Automobile, Motor Vehicle, Heavy Load Truck And Watercraft Paint And Body Shop (Vehicle Wrap, Window Tint, And Window Replacement) In An Approximately 2,000 Square Foot Space Zoned (LR-2) Local Retail District And Located At 3609 North Josey Lane; Amending The Official Zoning Map Accordingly. Case No. PLSUP 2024-071 Neu Tint Auto Glass.** Case Coordinator: Michael McCauley.

Mike McCauley provided a zoning locator map, as well as an aerial photo of the shopping center at 3609 North Josey Lane where this proposal is located. He also provided a photo of the rear of the building showing an overhead door for the suite. The suite is currently vacant. He described that the zoning categorizes this use as an automobile, motor vehicle, heavy load truck and watercraft paint and body shop. However, this business would only be for vehicle wrap, and window tint, repair and replacement. The current use allowed with SUP-312 is for vehicle alarm and installation. Staff is recommending denial, however, if the Commission votes to approve it, staff has suggested some stipulations. Public comment cards were received.

Commissioner Foster inquired where the work would be done. Mr. McCauley responded that a stipulation would require no outdoor operation.

Commissioner Kramer asked if other operations would be prohibited by stipulation. Mr. McCauley responded they would, and any future requests to deviate from what is permitted would have to come back to P&Z and Council for approval.

Commissioner Martin asked how many vehicles could fit inside the suite. Mr. McCauley responded two or three.

Chair Windrow asked what makes this use not compatible with other uses in the shopping center. Mr. McCauley responded because it is next to residential.

Commissioner Doyle asked how the city would monitor the uses inside the building. Mr. McCauley stated that during the Certificate of Occupancy process, city staff would inspect the building for the allowed use. After that, a complaint would trigger an inspection.

Chair Windrow asked if there is an applicant who would like to speak. Property Manager for the Shopping Center, Yugendra Shahi, stated the suite is 2,000 square feet and is currently vacant. The proposed tenant currently has a mobile window (windshield) replacement business and wants to begin operation from this specific location. The rear overhead door at this site is what he needs. All waiting vehicle parking will be in the front parking lot. He added that having a clean shopping center is most important to him and a cleaning crew comes twice per week. A dumpster on site is emptied once per week. All work will be done inside and there are no smells. A pre-inspection has already been performed by the city.

Commissioner Overholt asked the applicant whether the adjacent businesses are okay with this type of business locating there. The applicant responded yes; they welcome the additional foot traffic.

Commissioner Kramer asked how many employees will be working there. The applicant responded just the tenant and his wife.

Chair Windrow opened the public hearing. He stated that one comment card in favor was received and two opposed were received. There were no requests to speak.

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

* ***Commissioner Martin moved to approve Case No. PLSUP 2024-071 Neu Tint Auto Glass with stipulations; second by Commissioner Powell. The motion failed with a vote of 3 - 6 as follows:***

In favor: Commissioners Overholt, Martin, and Doyle

Opposed: Commissioners Foster, Yarbrough, Windrow, Powell, Kramer, and Hermon

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.

OTHER BUSINESS:

a. Staff Reports

Loren Shapiro provided an overview of recent City Council action on P&Z items. He also reminded the Commissioners regarding the APA Conference scheduled for October 16-18, 2024.

Chair Windrow congratulated Mr. Shapiro on the award presented to him earlier in this meeting.

ADJOURNMENT

Chair Windrow adjourned the meeting at 7:50 p.m.

Loren Shapiro, Planning Manager

Scott Windrow, Chair
Planning and Zoning Commission