



**Minutes
City of Carrollton
Planning & Zoning Commission
October 3, 2024
Briefing Session and Meeting**

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, October 3, 2024 at 6:30 p.m. in the Council Chambers at City Hall.

Commission Members Present:

Scott Windrow, Chair
Mark Yarbrough
Jim Doyle
John Powell
Greg Kramer
Al Overholt
Kathleen Foster
Dave Hermon

Commission Members Absent:

Willadean, Martin, Vice Chair

Staff Members Present:

Loren Shapiro, Planning Manager
Mike McCauley, Senior Planner
Emily Offer, Senior Planner
Ed Green, Plan Review Manager
Brian Passwaters, Community Services Mgr.
Lydia Tormos, Planning Technician

John Romberger, Transportation
Jared Nations, Captain Fire Prevention
Albert Thomas, Asst. City Attorney

Guests Present:

Daisy Palomo, Council Observer

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

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

- A. Staff gave a brief presentation on each of the items on the consent agenda. No public testimony was allowed during the briefing.
- B. Staff conducted a short training session.

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

Chair Windrow called the meeting to order at 6:35 pm. and 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 September 5, 2024 meeting minutes.
2. Consider And Take Final Action On A **Final Plat For International Business Park 190 Addition** For An Approximately 73.597-Acre Tract Located At The Northwest Corner Of The George Bush Turnpike And Midway Road. **Case No. PLFP 2024-141 International Business Park 190 Addition, Phase 1, Lots 1 And 2 Block A And Lot 1, Block B.** Case Coordinator: Emily Offer.

** Commissioner Foster moved to approve Consent Agenda Items 1- 2 (Item 2 with stipulations and the finding that the right-of-way dedication is necessary and proportional to the proposed development); second by Commissioner Doyle. The motion was approved with an 8-0 vote (Martin absent).*

PUBLIC HEARING

3. Hold A Public Hearing To Consider An Ordinance Amending The Zoning To **Establish A Special Use Permit To Allow A Bed And Breakfast** On An Approximately 7,900 Square-Foot Lot Zoned (SF-7/14) Single-Family Residential District And Located At 4204 Harvest Hill Court; Amending The Official Zoning Map Accordingly. **Case No. PLSUP 2024-101 4204 Harvest Hill Court Bed And Breakfast.** Case Coordinator: Michael McCauley.

Michael McCauley, Senior Planner, presented this item. He advised this is a request for a special use permit for a bed and breakfast at a single-family, 3,000 square foot residence. He reviewed the location. The property has four bedrooms, with the fourth being over the garage. The fourth bedroom is approximately 500 square feet and is being proposed as a bed and breakfast. Mr. McCauley added that while this is similar to a short-term rental, it differs in that the homeowner must live in the home. He stated that there is a rear driveway and garage where renters would park.

Mr. McCauley stated that public comment cards were provided to the Commissioners today. He stated that the owner has been operating a bed and breakfast at this site previously, however when they learned of the permit requirement, they applied for the special use permit. He noted there have been no police, fire, or code enforcement related calls to the residence. Staff is recommending approval with stipulations.

Commissioner Powell inquired about the amount of driveway space, particularly since four people at a time would be allowed to stay in the space. Mr. McCauley stated that the driveway is a double drive and that the homeowner may park on the street.

Commissioner Foster inquired whether any signage would be placed on the property. Mr. McCauley said there would not be any signage.

Chair Windrow asked if the applicant is present and would like to speak. Property owner Ranya Rattanasinh stated that his purpose is to generate extra income and provide alternative accommodations. He lists the property through Airbnb. Commissioner Doyle confirmed with the applicant that he has been operating the bed and breakfast in the past. The applicant responded that he has, however when he first inquired the city did not require a permit. When he found out later that he needed a permit he applied for the permit. Commissioner Doyle inquired whether there have been any parking issues in the past. The applicant responded no, there have been no parking issues. Commissioner Doyle asked whether any rentals have been for longer than 7-10 days. The applicant responded that stays are typically two days. He added that if the city does not approve, he can rent the room for a whole year.

Chair Windrow opened the public hearing. He stated that 17 cards were received in opposition.

All the following spoke in opposition:

Yolanda Torres, 4201 Harvest Hill Ct.

Alicia Guillen, 4207 Harvest Hill Ct.

Tim Kelly, 4213 Harvest Hill Ct.

Christopher Alderson, 2062B Arbor Creek Dr.

Sheridan Gary, 4300 Harvest Hill Rd.

Commissioner Doyle asked Brian Passwaters, Community Services Manager, what the city can do to ensure ordinances are complied with. Mr. Passwaters responded that rentals for more than 30 days have different regulations than short-term rentals; bed and breakfasts may not be rented for more than 30 days. An annual registration is required, and in the event police or other calls occur at the home due to the rental, the city has options to revoke the permit. Mr. Passwaters added that there have been no such calls and no problems at this property. He also stated that the owner came forward voluntarily to apply for the permit so he would be legal.

Commissioner Overholt cited two considerations that the Commission must consider. The first is that there should not be a negative impact to the neighborhood, and that concerns of the neighbors should be an integral part of the zoning process.

Several Commissioners provided positive comments regarding their experiences with bed and breakfasts. Some noted that having a bed and breakfast in a residential neighborhood is not typical.

Commissioner Doyle added that having the owner occupying the home to monitor activities is different from short-term rentals where the entire home is rented. He agreed that the neighbors are an integral part of this process.

The applicant stated he understands his neighbors' concerns.

Chair Windrow opened the floor for discussion or a motion.

- * ***Commissioner Foster moved to close the public hearing and approve Case No. PLSUP 2024-101 with stipulations; second by Commissioner Powell.***

Chair Windrow stated that he does not feel this is a good use of a single-family home at this location and will be voting against this item.

The motion failed with a 2-5 (Martin absent) as follows:

Ayes- Doyle, Powell

Nays- Windrow, Overholt, Foster, Yarbrough, Kramer and Hermon

Chair Windrow stated that the applicant has 10 days to make a written appeal to the City Council.

OTHER BUSINESS:

- a. Staff Reports – Planning Manager Loren Shapiro reviewed P&Z items that City Council heard on September 24, 2024. He also stated that he will be sending out the itinerary for the upcoming state conference.

ADJOURNMENT

Chair Windrow adjourned the meeting at 7:30 p.m.

Loren Shapiro, Planning Manager

Scott Windrow, Chair
Planning and Zoning Commission