



**DRAFT Minutes
City of Carrollton
Planning & Zoning Commission
May 2, 2024**

Briefing Session and Meeting

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, May 2, 2024 at 6:15 p.m. in the Council Chambers at City Hall.

Commission Members Present:

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

Commission Members Absent:

Mark Yarbrough, 1st Vice Chair
Willadean, Martin, 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
Brian Passwaters, Community Services
Division Manager
John Romberger, Transportation Engineer
Albert Thomas, Asst. City Attorney
Cory Heiple, Director of Environmental
Services

Guests Present:

Councilmember Rusty Pendleton

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

PUBLIC HEARING:

6. Hold A Public Hearing To Consider An Ordinance Amending The Zoning To Establish A Special Use Permit To Allow Miscellaneous Manufacturing On An Approximately 1.45-Acre Tract Zoned For The (LI) Light Industrial District And Located At 3218 Skylane Drive And Approximately 680 Feet East of Commander Drive; Amending The Official Zoning Map Accordingly. **Case No. PLSUP 2024-024 Umbrella Scents.** Case Coordinator: Emily Offer.

Emily Offer, Planner, presented this item. She reviewed the location of the building being considered for the special use permit and confirmed that it is in the Light Industrial District. She stated the request is to allow a candle manufacturing operation and stated it is an appropriate use in this area. The building contains approximately 2,000 square feet of warehouse space. Exterior

**PLANNING & ZONING COMMISSION
MAY 2, 2024 DRAFT MINUTES**

photos of the building and conceptual floor plans were reviewed. Staff is recommending approval with stipulations.

Commissioner Foster asked Ms. Offer if the building is a stand-alone building. Ms. Offer replied that it is.

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

The applicant, Abdul Aziz Mohammad Ghani/ Umbrella Holdings Ltd. LLC, described the plans for the building, stating that only a small area in the building is for manufacturing and the remainder is warehouse for E-Commerce.

Commissioner Hermon confirmed with the applicant that there will be no retail or walk in traffic on-site.

Commissioner Doyle inquired whether there is a need for special ventilation due to fumes from the manufacturing. The applicant responded that there is not.

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

- * ***Commissioner Doyle moved to approve Item 6, PLSUP 2024-024 Umbrella Scents with staff stipulations. Commissioner Foster seconded the motion. Motion passed unanimously with a vote of 7-0 (Yarborough and Martin absent).***