

DRAFT Minutes
City of Carrollton
Planning & Zoning Commission
December 5, 2024
Briefing Session and Meeting

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, December 5, 2024 at 6:30 p.m. in the Council Chambers at City Hall.

Commission Members Present:

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

Commission Members Absent:

Mark Yarbrough, 1st Vice Chair

Alternate:

Rusty Pendleton

Staff Members Present:

Loren Shapiro, Planning Manager
Emily Offer, Senior Planner
Ed Green, Plan Review Manager
Lydia Tormos, Planning Technician
Brian Passwaters, Community Services Mgr.
Brett King, Director of Development Services

Herb Cavanaugh, Fire Marshal
John Romberger, Transportation Engineer
Albert Thomas, Asst. City Attorney
Darwin Ortega, Sr. Code Enf. Officer
Tim Rousch, Code Enf. Officer

Guests Present:

Daisy Palomo, Council Observer

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

BRIEFING SESSION – 5:15 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. Brief training by Environmental Services was held.
- C. Staff provided a training session for the Planning and Zoning Commission.

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 7,280 Square-Foot Lot Zoned (SF-7/14) Single-Family Residential District And Located At 4027 Red Maple Drive; Amending The Official Zoning Map Accordingly. **Case No. PLSUP 2024-171 4027 Red Maple Drive STR.** Case Coordinator: Emily Offer.

Emily Offer presented this item. She advised this is a request for a SUP for a short-term rental (STR). The single-family home was built in 1986, has 2,301 square feet of floor area, four bedrooms and three bathrooms, and is located on approximately 0.17 acres. The house has a rear access alley. A zoning map and floor plan were provided. Ms. Offer added that no more than seven people, with at least one occupant being a child, could occupy the home at one time. An aerial photo of the home and rear yard was provided. She noted that this house is four or five homes away from the prior case. Ms. Offer said that there have been no code violations and staff is recommending approval with stipulations. She said if approved, the SUP for a STR will be noted on the zoning map.

Commissioner Foster asked if the property previously operated as a STR. Emily Offer and Brian Passwaters responded that staff is unaware. Responding to Commissioner Foster's question, property owner and manager Alexander Hirschberg, 17480 Dallas Parkway, Dallas, stated that the property was previously listed on an Airbnb website until he was notified of the SUP requirement. There has not been any rental activity at the property.

Commissioner Doyle asked why the rear parking requirement is not in the stipulations. Ms. Offer responded it is in the STR ordinance.

Applicant Alexander Hirschberg, 17480 Dallas Parkway, Dallas, provided his background and stated he manages other STRs in North Texas. He added that he has his own landscape crew, so they are on-site regularly. He stated the property is primarily used for insurance or relocations, and insurance companies require a paper application to be filled out by the renter. He also stated that he has a limit of three cars on the property. Additionally, there are security cameras, noise monitoring, alarm systems, and a pool service.

Chair Windrow opened the public hearing. He stated that 23 comment cards were received.

The following spoke in opposition:

Akbar Khwaja, 4029 Red Maple Dr.
Susan Jost, 3913 Randall Lane
Evelyn Baskin, 1318 Red Maple Dr.
Lydia Waller-Tang, 1310 Red Maple Dr.
Alan Carlisle, 1317 Red Maple Dr.

The following did not wish to speak but wanted their opposition to go on record:

David Jost, 3913 Randall Lane
John Faruolo, 1311 Red Maple Dr.
Ramona Phillips, 4001 Black Oak Dr.
Benjamin Greenwalt, 1307 Red Maple Dr.
Larry & Carolyn Walker, 1310 Red Maple Dr.

Dianna Cox, 3912 Randall Ln.
Steve Phillips, 4001 Black Oak Dr.
Caitlin Knowles, 1307 Red Maple Dr.

The applicant expressed that he wants to openly communicate with the neighbors on any issues. He said that he was unaware of the requirement for a SUP when he purchased the property in August. He added that he plans to eventually reside there.

Commissioner Foster asked the applicant about any issues occurring at his other properties. He responded that there were none of significance, adding that the monitoring is done 24 hours a day. Commissioner Foster also asked about average length of stay. Applicant responded the minimum time is 5 nights and the average length of stay is 20-21 nights.

Commissioner Overholt asked Mr. Passwaters if staff considered the fact that the property is close to a park since it was stated as a concern during the public hearing. Mr. Passwaters said no, but the city ordinances address locations where registered sex offenders may reside. Commissioner Overholt asked Mr. Passwaters if the list of STRs could be placed on the city website. He responded that it can; he stated there are 173 properties that need a SUP for a STR, and there are over 209 that are allowed by non-confirming right.

Commissioner Martin asked whether the ordinance limits the number of STRs in a neighborhood. Mr. Passwaters responded no, nor does it specify a distance between them, nor did City Council instruct them to provide those numbers. He stated he had provided a map where the STRs are located and they are scattered evenly throughout the city.

* ***Commissioner Kramer moved to close the public hearing and approve Case No. PLSUP 2024 171 4027 Red Maple Drive STR with stipulations; second by Commissioner Hermon. The motion was approved with a vote of 7-1 (Martin opposed, Yarbrough absent).***