



DRAFT Minutes
City of Carrollton
Planning & Zoning Commission
November 2, 2023
Briefing Session and Meeting

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, November 2, 2023 at 6:30 p.m. in the Council Chambers at City Hall.

Commission Members Present:

Scott Windrow, Chair
Jim Doyle, Vice Chair
John Powell, 1st Vice Chair
Willadean Martin
Kathryn Taylor
Mark Yarbrough
Al Overholt
Kathleen Foster
Dave Hermon, Alternate

Commission Members Absent:

Greg Kramer

Staff Members Present:

Loren Shapiro, Planning Manager
Michael McCauley, Senior Planner
Herb Cavanaugh, Assistant Fire Chief
Jared Nation, Captain Fire Prevention
Albert Thomas, Asst. City Attorney
Ed Green, Plan Review Manager
Lydia Tormos, Admin Support Specialist

Guests Present:

Rusty Pendleton, Council Observer

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

9. Hold A Public Hearing To Consider An Ordinance **Amending The Text Of Article XXXIV. Definitions** Of The Comprehensive Zoning Ordinance To Amend Section B. Terms and Definitions Related To Dwelling Unit. **Case No. PLZT 2023-107 CZO Text Amendment For The Definition Of Dwelling Unit.** Case Coordinator: Loren Shapiro.

Loren Shapiro advised this item is to modify the definition of “dwelling unit”, specifically as a residential unit. He reviewed the current and proposed text, which is more comprehensive in nature and distinguishes the term from more transient uses.

Commissioner Overholt asked about the term “accessible independently”. Mr. Shapiro responded that there is no connectivity between units, such as at a hotel. He further inquired

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if a converted garage would apply. Mr. Shapiro advised that a time period longer than one month would not be considered transient or short-term.

Commissioner Martin inquired if short-term rentals are addressed in the ordinances. Mr. Shapiro advised they are under a different use as stated in Article 34.

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

- * *Commissioner Powell moved to close the public hearing and approve Case No. PLZT 2023-107 CZO Text Amendment For The Definition Of Dwelling Unit. Second by Commissioner Doyle. Motion approved 7-1 (Commissioner Martin abstained from voting, which is a “no” vote, Kramer absent).*

OTHER BUSINESS:

- a. Staff Reports - No staff reports.

ADJOURNMENT

Chair Windrow adjourned the meeting at 8:10 pm.

Loren Shapiro, Planning Manager

Scott Windrow, Chair
Planning and Zoning Commission